



# TOWN OF BLADENSBURG WORK SESSION | JANUARY 13, 2025

January 13, 2025 at 5:30 PM

4229 Edmonston RD, Bladensburg, MD 20710

## AGENDA

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Public Access Virtual via live stream of the Town's Facebook and YouTube pages:

<https://www.youtube.com/channel/UCoflhVTBeID3c9oH8GYSW0g>

<https://www.facebook.com/Bladensburgmd>

1. **Call to Order – 1 min**
2. **Approval of Agenda – 1 min**
3. **Presentations**
4. **Approval of Minutes**
  - [A.](#) Town Council Work Session Minutes | December 9, 2024
5. **Unfinished Business**
  - [A.](#) Legislative Session Update | January 2025 (10 minutes)
  - [B.](#) Presentation | NFWF Urban Forestry Update | January 2025 (10 minutes)
  - [C.](#) Presentation | Maryland 250th Anniversary Update (5 minutes)
  - [D.](#) ORDINANCE 09-2025 | AN ORDINANCE TO ESTABLISH A FRAMEWORK FOR PROPER TREE MAINTENANCE – SECOND READING (2 minutes)
6. **Financial Business**
  - [A.](#) FY 2026 Budget Overview | FY 2025 Budget Update (10 Minutes)
7. **New Business**
  - [A.](#) Resolution 13-2025: A Resolution changing the Town's Resident Agent to Regine Watson, Town Clerk (3 minutes)
  - [B.](#) Appointments | BOSOE and Ethics Commission (5 minutes)

Resolution 14-2025 | Appointment of BOSOE Members for 2025 - 2027

Resolution 15-2025 | Appointment of Ethics Commission Members for 2025 - 2027

[C.](#) Bostwick House Update | ULI Report Final – January 2025 (5 minutes)

[D.](#) PEPCO | Street Light Update – January 2025 (5 minutes)

## **8. Adjournment**



# TOWN OF BLADENSBURG WORK SESSION | DECEMBER 9, 2024

December 09, 2024 at 5:30 PM

4229 Edmonston RD, Bladensburg, MD 20710

## MINUTES

**Attendance:** Mayor James, CM Brown, CM Blount, CM McBryde, CM Dixon, TA Bailey Hedgepeth, TC Watson, Treasurer Tinelli, Chief Collington, PW Supervisor Hall and CE Supervisor Rinehart.

### 1. Call to Order

Mayor James called the meeting to order at 5:32 pm.

### 2. Approval of Agenda

Mayor James called for a motion to approve the agenda. CM McBryde moved the motion, CM Dixon seconded the motion. The motion passed 5-0.

### 3. Approval of Minutes

A. Town Council Work Session Minutes | November 18, 2024.

Mayor James called for a motion to approve November 18<sup>th</sup> Work Session minutes, CM Brown moved the motion, CM Blount seconded the motion. Minor grammar errors were mentioned, the motion passed 5-0.

### 4. Unfinished Business

A. Presentation | Bates Trucking | Trial of the Electronic Truck for Recycling 30 days (4 Collections) Council Discretion on whether the Town would like to participate.

Town Administrator Bailey-Hedgepeth introduced Carolyn Bates, who shared a presentation to the Council regarding a 30-day trial for their electric trucks.

### 5. Financial Business

A. **ORDINANCE NO. 04-2025** | AN ORDINANCE TO ENACT THE FISCAL YEAR 2025-2026 BUDGET PROCESS AND CODIFY THE TOWN COUNCIL AND PUBLIC PARTICIPATION PROCESS

Town Treasurer Tinelli discussed the budget calendar that would be approved in the 7:00 pm Council meeting.

## 6. New Business

- A. ORDINANCE NO. 09-2025 |** AN ORDINANCE OF THE COUNCIL OF THE TOWN OF BLADENSBURG ESTABLISHING A FRAMEWORK FOR THE PROPER CARE, MAINTENANCE, AND MANAGEMENT OF PUBLIC TREES WITHIN THE TOWN OF BLADENSBURG.

Town Administrator Bailey-Hedgepeth explained the process that will take place once the Ordinance is approved.

- B. Resolution 10-2025 |** A Resolution to Adopt the Tree City USA Principles and Tree Care Standards in the Town of Bladensburg

Town Administrator Bailey-Hedgepeth explained the great benefit that Public Works would receive from collaborating with other teams once the Town is part of Tree City USA.

- C. Resolution 11-2025 |** A Resolution of Support for the Clean Energy for Local Governments (CELG) FY25 Application for Medium and Heavy-Duty Zero-Emission Vehicles

Town Administrator Bailey-Hedgepeth explained the resolution to the Council. Replacing the current Port Towns bus would provide a sustainable and more reliable form of transportation for seniors and disabled residents. The electric vehicles would also provide initiatives aimed at reducing emissions and operational costs. This would also be done in collaboration with the neighboring towns. The Town of Colmar Manor passed a similar resolution of support that will be sent with the application at the end of the month.

- D. Resolution 12-2025 |** A RESOLUTION APPOINTING COUNCIL MEMBERS AND STAFF TO THE METROPOLITAN WASHINGTON COUNCIL OF GOVERNMENTS (COG) TO THE COG BOARDS AND POLICY COMMITTEES FOR THE 2025 CALENDAR YEAR.

Town Administrator Bailey-Hedgepeth explained the appointments, timeframes, and the different reappointments. This is an annual process that COG requires.

## 7. Adjournment

Mayor James called for a motion to adjourn the meeting. CM Blount moved the motion, and CM Dixon seconded it. The meeting was adjourned at 6:26 p.m.





# Agenda Item Summary Report

<b>Meeting Date:</b> January 13, 2025	<b>Submitted by:</b> Michelle Bailey Hedgepeth, Town Administrator
<b>Item Title: Legislative Session Update   January 2025</b>	
UPDATE AND COUNCIL APPROVAL OF MARYLAND LEGISLATIVE SESSION ITEMS	
<b>Work Session Item [X]</b> <b>Council Meeting Item [X]</b>	<b>Documentation Attached:</b> Draft Legislative Bill List LA Perez   December 2024 Report Legislative Priorities Document Legislative Dates - 2025
<b>Recommended Action:</b>	
Staff requests the Council’s direction, input, and comments on legislative items to monitor, review, and provide support or opposition during the 2025 State Legislative Session.	
<p>DRAFT LEGISLATIVE LIST: As part of the Work Session, the LA PEREZ team will present an overview for the Council on Legislative Items 2025 Maryland legislative session. The staff has made some draft notes on items of interest for the council to review.</p> <p>Attached to this item is a copy of the overall Legislative Priorities Document for 2025, which was presented in October 2024. Also attached are dates to remember for the Maryland Legislative Session.</p> <p>The Town Administrator will be able to answer any questions at this meeting.</p>	
<b>Budgeted Item:</b> Yes [ X ] No [ ] <b>Budgeted Amount:</b> \$ 24,000 <b>One-Time Cost:</b> NA <b>Ongoing Cost:</b>	<b>Continued Date:</b>
<b>Council Priority:</b> Yes [ ] No [ ]	<b>Approved Date:</b>

LA Perez | Legislative Report – December 2024

Good Morning Michelle,

I hope you are doing well. I am writing to inform you about the legislative actions taken so far. This week has been a busy week. We are all following the Prince George's County Delegation's priorities. They held their Bill Hearing this past week. A total of 32 Bills were covered and the event lasted close to 3 hours.

I attended several District Legislative information Session. At the county level, the 2024 legislative cycle ended on Nov 30 and the 2025 session cycle began on Dec 1. It is also important to note that bills that do not possess a precise funding mechanism are held in limbo if funding is required. The Senior Tax Credit would be an example of this.

Please look at the attached bill tracker; these are the local bills (state) that were covered this week. If you could let me know any that are of interest and you definitely want to follow. Below are my recommendations:

PG-407-25, PG405-25, PG412-25 (There are costs associated with municipalities for abandon property. Language should open the door for them as well). PG301-25 (Same theme, no Chief Association/local coordination or implementation, MC/PG 17-25 Fairness and Zoning (Negative bill in the past to WATCH); MC/PG 114-24, MC/PG 16-25.

Local Updates

High-Level Overview

County Expectations for Landlords Under Emergency Preparation and Housing Compliance (CB-107-2024 and Related Bills)

The County has introduced significant new regulations for landlords managing senior housing facilities, garden-style apartments, and short-term rentals. These measures are designed to enhance tenant safety, ensure property compliance, and address housing challenges. Below is a concise overview to guide municipal clients on key aspects and compliance requirements.

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Key Compliance Expectations for Senior Housing Facilities (CB-107-2024)

1. Emergency Preparedness

- Evacuation Plans:
  - Create plans adhering to the *Maryland Life Safety Code 2018*.
  - Make plans publicly accessible onsite and online.
  - Include evacuation maps, fire alarm types, and extinguisher locations.

- Accessibility for Vulnerable Residents:
  - Provide optional stickers (via the County Fire Department) to identify units of residents with disabilities. (Potential municipal advocacy: Make mandatory.)
- 24-Hour Emergency Contact:
  - Maintain and share emergency numbers with tenants and display them prominently.

## 2. Enhanced Security Measures for High-Occupancy Properties

- Surveillance:
  - Install 1080p security cameras covering key areas; retain footage for 30-180 days depending on the incident.
- Maintenance Accountability:
  - Address safety/security defects within 14 business days of notification; non-compliance incurs \$500/day fines.

## 3. Policy Recommendations

- Implement tenant education and evacuation drills.
- Encourage landlords to leverage available financial assistance for security upgrades (e.g., \$5,000 rebate programs).

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## Rent Control Measures (CB-097-2024)

### 1. Cap on Rent Increases:

- Limit annual rent hikes to 15% of the base rent (inclusive of fees).
- Example: A \$1,000 rent can increase by a maximum of \$150/year.
- Landlord Obligations:
  - Notify tenants of increases via lease updates or written notices.
  - Maintain indefinite records of rent changes and communications.

### 2. Advocacy and Data Monitoring:

- Encourage collaboration with local institutions to assess the policy's impact on housing affordability and availability.

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## Garden-Style Apartments (CB-071-2024)

### 1. Expanded Definitions:

- These regulations now explicitly apply to multiple-building properties without elevators.

## 2. Security and Maintenance:

- Required Upgrades:
  - Security gates, proper lighting, functional locks, and alarm systems.
  - Install surveillance cameras covering perimeters and common areas.
- Emergency Contact:
  - Provide 24-hour contact details to tenants, post visibly onsite, and include in new leases.
- Timeline and Legal Requirements:
  - Implementation timelines forthcoming; updates to leases and tenant notifications required.

## Municipal Recommendations:

- Conduct security audits to identify compliance gaps.
- Create incentives for timely upgrades to safety and security infrastructure.

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## Short-Term Rentals (CB-066-2024)

### 1. Licensing and Operations:

- Operators must obtain a County license; provisional 90-day certificates available during application reviews.
- Rentals capped at 180 days annually (owner-occupied and non-owner-occupied days cannot combine).

### 2. Database and Monitoring:

- Private and public databases will track operators and provide access to emergency contacts.
- Municipal officials encouraged to validate compliance and address local concerns, such as parking or noise restrictions.

### 3. Advocacy for Local Enhancements:

- Recommend localized ordinances for noise and parking restrictions to complement County regulations.

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## Strategic Municipal Engagement

- Assist landlords in navigating these new requirements.
- Partner with County departments to streamline financial aid for compliance projects.
- Monitor implementation timelines and provide feedback to ensure regulations are practical and beneficial for all stakeholders.

**Overview: CB-016-2024**

**Introducing Regulations for Late-Night Businesses in Prince George's County, Maryland**

**This proposed act outlines new public safety requirements for businesses operating during late-night hours. Below is a summary of the act's purpose, key elements, and implementation timeline.**

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**Purpose**

**CB-016-2024 aims to enhance public safety by requiring late-night businesses to:**

- Obtain an approved *Late-Night Safety Plan* from the Prince George's County Police Department.
- Operate in compliance with the approved plan, valid for three years and subject to renewal upon expiration.

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**Key Definitions**

- Late-Night Business: Any commercial establishment open to the public between 12:00 AM and 4:00 AM.
- Late-Night Safety Plan: A security framework approved by the police department outlining required safety measures.
- Priority Areas: Regions identified by higher crime rates or emergency call volumes.

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**Key Provisions**

**1. Mandatory Safety Plan**

**Late-night businesses must submit and adhere to an approved safety plan that includes:**

- Emergency evacuation procedures.
- 24-hour management contact information.

- External lighting, security cameras, or security personnel (as required).
- Acknowledgment of County-provided safety training.

## 2. Security Camera Requirements

- High-definition cameras may be required at entry points and must cover designated areas.
- Signage must notify the public of video surveillance.

## 3. Exemptions

**The following establishments are not subject to this act:**

- Hospitals and healthcare facilities.
- Lodging establishments.
- Movie theaters.

## 4. Penalties

- Businesses operating without an approved safety plan face fines of up to \$1,000 per day.

## 5. Annual Reporting

**The Prince George's County Police Department must report biennially to the County Council, detailing:**

- The number of safety plans reviewed and pending approval.
- Crime data trends before and after plan implementation.

## 6. Grant Program Recommendation

**The act recommends the creation of a grant program to help businesses implement necessary safety measures.**

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### Implementation Timeline

- The police department must establish and publish safety plan regulations within 180 days of the act's enactment.
- Businesses must comply within 60 days of the regulation's publication.

**CB-007-2024:**

**Pros:**

1. **Enhanced Support for Seniors:**
  - The revised tax credit provides a clear financial benefit to eligible elderly homeowners, allowing them to save 20% on their county property taxes.
  - Separating the elderly tax credit from the Homestead and Homeowner's Property Tax Credit provides an additional layer of support rather than diluting existing benefits. The big difference is that the two were not separated before, and their impact was limited.
2. **Increased Accessibility:**
  - The act simplifies the process for elderly individuals who applied but did not initially receive the full credit or were underpaid, ensuring they are notified and granted eligibility retroactively.
  - Automatic eligibility for those already qualified under the older requirements reduces the administrative burden of reapplying.
    - BLUF: Nothing is needed to do for people who were shortchanged or didn't realize that qualified under previous legislation in 2022.
3. **Transparency and Accountability:**
  - The requirement for the Director of Finance to submit an annual report ensures better oversight, including detailed data on applications, approvals, denials, and the dollar value of credits granted. This did not exist before, so we did not have data/statics etc on the program.
4. **Economic Stability for Seniors:**
  - Helps seniors remain in their homes by offsetting rising property tax burdens, fostering stability in communities with a growing elderly population.
5. **Boost to Equity:**
  - By excluding the elderly tax credit from other tax credit calculations, the measure prevents indirect reductions in other benefits seniors might qualify for.
6. **Cons:**
7. **Revenue Impact on County's Budgets:**
  1. The county is estimated to have an annual net loss of 11 million dollars over this credit. The county is also, 178 million in debt and has underfunded schools, firefighters, and police. Getting this into the budget will be challenging.
8. **Administrative Challenges:**
  - The retroactive adjustments and outreach to previously denied or underpaid applicants may require significant administrative resources, potentially delaying implementation.
  - Accurate recalculations and processing for prior years could introduce logistical and staffing burdens and a need for more collected data, as underlined in the current bill.
  - No funding mechanism is attached to the bill.
9. **Limited Eligibility Criteria:**

- The 25-year continuous residency requirement may exclude elderly individuals who are long-term residents but have moved within the county or recently purchased a home. This could create perceptions of unfairness or inequity.

#### 10. **Unintended Consequences of Assessed Value Cap:**

- The \$500,000 assessed value cap may not account for areas with rapidly appreciating property values, limiting the number of eligible residents in higher-cost regions.

#### 11. **Potential Legal Challenges:**

- The severability clause anticipates possible legal disputes over the act's provisions, which could delay or complicate implementation.

**CB-086-2024:** An amendment to existing laws in Prince George's County concerning abandoned vehicles and towing regulations. The bill outlines several key changes:

#### **Summary of Key Provisions:**

##### **1. Abandoned Vehicles:**

- **Definition Expansion:** Updates and specifies what constitutes an abandoned vehicle, including inoperability, illegal presence, or missing valid registration plates.
- **Increased Penalties:**
  - First violation: Fine increased from \$50 to \$100.
  - Second violation: \$500 fine.
  - Subsequent violations: \$1,000 fine.
- **Curbstoning** (unauthorized vehicle sales on public property): Fine up to \$1,000 per offense.
- Enforcement responsibility assigned to the Revenue Authority of Prince George's County.

##### **2. Towing Services:**

- **Licensing Requirements:**
  - Operating without a license now incurs a fine of \$5,000 (up from \$1,000), imprisonment of up to six months, or both.
- **Prohibited Practices:**
  - Towing vehicles more than 15 miles from their removal point without proper consent.
  - Misrepresentation of towing affiliations or services.
  - Leaving an abandoned vehicle at a location without authorization.
- **Police-Directed Towing:**
  - Tow operators must follow strict police procedures for accident or breakdown scenes.
  - Violations incur fines of \$5,000 (up from \$1,000) or imprisonment up to six months.



### 3. **Penalties for Violations:**

- Increases fines for improper towing practices and unlicensed operations.
- Introduces stricter regulations for compliance and inspection of towing logs and operations.

### 4. **License Revocation and Suspension:**

- Grounds for denial or revocation include non-compliance, misleading statements, or criminal activity.
- Violations of any towing laws or failure to maintain required records may result in license suspension or refusal for renewal.

#### i. **Enforcement:**

- Empowering the Revenue Authority to enforce abandoned vehicle provisions could streamline processes.

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**CB-089-2024** outlines detailed regulatory amendments to Prince George's County Code concerning rental housing licenses. The act is aimed at enhancing compliance, increasing penalties for violations. Here's a summary of key provisions:

### 1. **License Requirement Clarifications**

- Strengthens proof-of-exemption requirements.
- Provides scenarios where single-family rental facilities may be exempt from licensing, such as familial tenancy or relocation circumstances.

### 2. **License Issuance and Denial**

- Mandates compliance with zoning (Use and Occupancy Permit) as a prerequisite for rental license approval.

### 3. **Penalties for Noncompliance**

- Increases penalties for operating without a valid license to up to \$5,000 per month.
- Implements a progressive penalty structure for repeat violations.

### 4. **License Suspension and Revocation**

- Establishes immediate suspension procedures for serious health and safety violations.
- Requires detailed notices and hearings prior to revocation.
- Introduces public postings on properties without valid licenses to deter unlawful occupancy.

### 5. **Appeals Process**

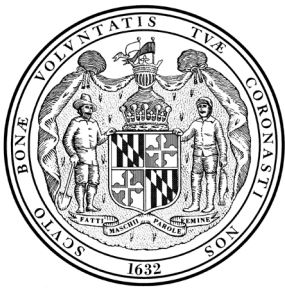
- Provides an appeals mechanism via the Administrative Hearing Unit, ensuring fairness and compliance with County standards.

### 6. **Progressive Licensing**

- Allows properties with improved compliance records to transition back to regular annual licensing schedules, incentivizing better maintenance.

All The Best,

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Department of Legislative Services

# General Assembly of Maryland

## Dates of Interest

2025 SESSION  
447th Session

JANUARY						
			1 H	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20 H	21	22	23	24	25
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APRIL						
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20	21	22	23	24	25	26
27	28	29	30			

<b>January</b>	<b>8</b>	<b>GENERAL ASSEMBLY CONVENES</b> ( <i>noon, Wednesday</i> )
	<b>15</b>	Final date for the Governor to introduce budget bill
	<b>15</b>	Final Date for the Governor to introduce capital budget bill
	<b>17</b>	<b>10th Day – SENATE AND HOUSE BILL REQUEST GUARANTEE DATE</b>
	<b>20</b>	<b>13th Day</b> –Administration bills introduced in the Senate after this date referred to Senate Rules Committee
	<b>TBD</b>	Governor delivers the State of the State Address (noon)
<b>February</b>	<b>3</b>	<b>27th Day – SENATE BILL INTRODUCTION DATE</b> Senate bills introduced after this date referred to the Senate Rules Committee
	<b>6</b>	Day before House Bill Introduction Date; “Hopper” will close at 5:00 P.M.
	<b>7</b>	<b>31st Day – HOUSE BILL INTRODUCTION DATE</b> House bills introduced after this date referred to the House Rules and Executive Nominations Committee
	<b>16</b>	<b>40th Day</b> – “Green Bag” appointments submitted by Governor ( <i>Delivered on Friday, February 14</i> )
<b>March</b>	<b>3</b>	<b>55th Day</b> – Final date for introduction of bills without suspension of Rules
	<b>11</b>	<b>63rd Day</b> – Committee Reporting Courtesy Date Each Chamber’s committees to report their own bills by this date
	<b>17</b>	<b>69th Day</b> – Opposite Chamber Bill Crossover Date Each Chamber to send to other Chamber those bills it intends to pass favorably Opposite Chamber bills received after this date subject to referral to Rules Committees (Senate Rule 32(c), House Courtesy Date)
	<b>31</b>	<b>83rd Day</b> – Budget bill to be passed by both Chambers
<b>April</b>	<b>7</b>	<b>90th Day – ADJOURNMENT “SINE DIE”</b> ( <i>Monday</i> )
<b>May</b>	<b>7</b>	Final date for an extended session ( <i>Wednesday</i> )

### POST-SESSION

<b>April</b>	<b>27</b>	20th Day after adjournment — Final date for presentment of bills to the Governor.
<b>May</b>	<b>27</b>	30th Day after presentment — Governor to sign/veto bills by this date
<b>June</b>	<b>1</b>	Other than emergency bills and as otherwise provided, earliest date for bills to take effect.
<b>July</b>	<b>1</b>	Budgetary, tax, and revenue bills to take effect
<b>October</b>	<b>1</b>	Usual effective date for bills

### HOLIDAYS AND OTHER OBSERVANCES

<b>January</b>	<b>1</b>	New Year’s Day*	<b>March</b>	<b>25</b>	Maryland Day
	<b>20</b>	Martin Luther King, Jr. Day*		<b>April 12</b>	Passover
<b>February</b>	<b>12</b>	Lincoln’s Birthday		<b>18</b>	Good Friday
	<b>17</b>	Presidents’ Day*		<b>20</b>	Easter
	<b>22</b>	Washington’s Birthday	<b>May</b>	<b>26</b>	Memorial Day*

\*State Holiday

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Session dates are established by the Maryland Constitution, statute, rule, and custom as follows:

Convening

Article III, Section 14 of the Maryland Constitution requires the General Assembly to convene on the “second Wednesday of January.”

Budget

Article III, Section 52(3) of the Maryland Constitution requires the Governor to submit the proposed budget for the next fiscal year to the General Assembly by the “third Wednesday in January.”

Green Bag Appointments

Article II, Section 13 of the Maryland Constitution requires the Governor to submit nominations of civil officers (Green Bag appointments) to the “Senate within forty days” from the beginning of each regular session.

Introduction of Legislation

The introduction of legislation is governed by Constitutional provision, rule, and custom. Article III, Section 27 of the Maryland Constitution prohibits the introduction of legislation “during the last thirty-five calendar days” of a regular session, unless permitted by two-thirds vote of the members. This allows 55 days for the normal introduction of bills.

Senate Rule 32(b) and (d)(1) and House Rule 32(b) materially alter the 55/35 day situation. Senate Rule 32(b) requires Senate bills and joint resolutions introduced “after the twenty-seventh calendar day” of the session to be referred to the Senate Rules Committee. Senate Rule 32(d)(1) provides that Senate bills and joint resolutions introduced after the “13th calendar day” of session on behalf of the Administration, i.e., the Governor, be referred to the Senate Rules Committee. House Rule 32(b) requires that all House bills and joint resolutions introduced “during the last fifty-nine calendar days” of the session (after the thirty-first day) be referred to the House Rules and Executive Nominations Committee. The Senate Rules and House Rules contain further provisions concerning the requirements for forcing legislation out of these committees.

Adoption of Budget Bill

Article III, Section 52(10) of the Maryland Constitution specifies that, if the budget bill has not been acted upon by the legislature at least “seven days before the expiration” of a regular session, the Governor is required to issue a proclamation extending the session for whatever period in the Governor’s judgment is necessary for the passage of the bill. Section 52(10) further stipulates that no matter other than the budget bill is to be considered during the extended session, except a provision for the cost of the extended session.

Reorganization of Executive Branch

Article II, Section 24 of the Maryland Constitution permits the Governor to reorganize the Executive Branch of the State Government through Executive Orders submitted to the General Assembly “within the first ten days” of a regular session. The Executive Orders become effective on the date designated in the Orders, unless the majority of all members of either Chamber specifically concurs in a resolution of disapproval “within fifty days” after the Orders are submitted.

Limitation on Length of Session

Article III, Section 15(1) of the Maryland Constitution permits the General Assembly to continue its session for a period “not longer than ninety days” each year. The General Assembly or the Governor may extend the session for up to thirty days.

Presentment and Signing of Bills

Article III, Section 30 of the Maryland Constitution requires all bills passed during a regular or special session to be presented to the Governor for approval “no later than 20 days after adjournment.” The Governor is required to sign a bill within a maximum of “30 days after presentment” if the Governor approves it.

Effective Date of Bills

Article III, Section 31 of the Maryland Constitution requires, unless otherwise provided, that laws passed by the General Assembly take effect on June 1 after the session during which the laws passed. June 1 is the effective date for capital budget/ bond initiatives, and July 1 is the effective date for budgetary, tax, and revenue bills. By custom, October 1 is the usual effective date for legislation.

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*	MC/PG 117-25	Delegate Alston
*	PG 301-25	Delegate Ivey
*	PG 306-25	Delegate Valderrama
*	PG 308-25	Delegate Long
*	PG 403-25	Delegate Ivey
*	PG 405-25	County Council
*	PG 407-25	Delegate Taveras
*	PG 408-25	Delegate Holmes
*	PG 412-25	Late File
*More info	MC/PG 109-25	WSSC
	MC/PG 101-25	Delegate Palakovich Carr
	MC/PG 102-25	WSSC
	MC/PG 104-25	WSSC
	MC/PG 105-25	Delegate Korman
	MC/PG 106-25	County Council
	MC/PG 107-25	Delegate Moon
	MC/PG 110-25	WSSC
	MC/PG 111-25	WSSC
	MC/PG 112-25	WSSC
	MC/PG 113-25	Delegate Valderrama
	MC/PG 115-25	Delegate Holmes
	MC/PG 116-25	Delegate Solomon
	PG 303-25	Delegate Taveras
	PG 304-25	Delegate Taveras
	PG 307-25	Delegate Valderrama
	PG 402-25	Delegate Ivey
	PG 406-25	County Council
	PG 409-25	Delegate Long
	PG 410-25	Delegate Long
	PG 502-25	Delegate Taveras
	PG 504-25	Delegate Woods
	PG 506-25	Delegate Long

Changing zoning and planning powers in Prince George's County; altering standing/timeframes for review request

Establishing a team to review/prevent youth violence in Prince George's County.

Increasing penalties for repeat speed violations on Maryland Route 210; repealing termination provisions.

Using speed monitoring systems on Maryland Route 5 for safety improvements.

Repealing termination provisions for Prince George's Gateway Development Authority.

Requiring inspections of assisted living programs in Prince George's County; publishing inspection reports.

Establishing a fund for treatment/rehabilitation of students expelled for substance misuse in Prince George's County.

Funding alternative dispute resolution for community associations in Prince George's County.

Late File: Allowing counties to establish special tax rates for vacant/abandoned properties.

Authorizing WSSC Police to use work zone speed control systems.

Altering the requirement that the Montgomery County Planning Board and WSSC stream live video/audio of meetings.

Repealing a limitation on design/build contracts for WSSC; authorizing alternative project delivery and solicitation

Prohibiting property transfer recordings without a zero balance certificate for water/sewer charges.

Requiring a Montgomery County commissioner on WSSC to be Director of DEP; periodic planning scenarios; webinars.

Altering membership and vote requirements for Prince George's County board of appeals.

Requiring exemptions from WSSC system development charge for certain properties/projects in Montgomery County.

Increasing annual salary for WSSC chair, vice chair, and commissioners.

Increasing maximum preset fines for violations of watershed regulations by WSSC.

Authorizing WSSC to establish customer classes for service rates or charges; altering criteria for charges.

Exempting certain liabilities for tree cutting in Chesapeake/Atlantic Coastal Bays Critical Area.

Exempting duplexes in Prince George's County from master meter restrictions for water/sewer service.

Altering authority of municipal corporations in Montgomery County to regulate structures.

Prioritizing minority businesses for license purchase in alcoholic beverage license sales in Prince George's County.

Removing voter registration requirement for alcoholic beverage licenses in Prince George's County.

Erecting memorial signs on Maryland Route 210 for motor vehicle accident victims.

Authorizing sale of patient medical debt to Prince George's County for cancellation.

Requiring project labor agreements for construction in Prince George's County.

Creating a tax credit for employers providing parental engagement leave in Prince George's County.

Creating a tax credit for volunteers in schools in Prince George's County.

Requiring high schools in Prince George's County to offer early childhood education programs.

Altering duties of the Office of Integrity and Compliance in Prince George's County public schools.

Changing the selection process for County Superintendent in Prince George's County public schools.

N/A	Pre-Filed
N/A	Pre-Filed
N/A	Pre-Filed
N/A	Pre-Filed
N/A	Pre-Filed
N/A	Pre-Filed
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N/A	Pre-Filed
N/A	Pre-Filed

- |             |   |
|-------------|---|
| CB-007-2024 | <ol style="list-style-type: none"><li>1. 20% property tax credit for eligible seniors.</li><li>2. Automatic eligibility for some applicants.</li><li>3. Annual reporting by Director of Finance.</li><li>4. Excludes elderly tax credit from other tax credit calculations.</li></ol>             |
| CB-086-2024 | <ol style="list-style-type: none"><li>1. Expanded definition of abandoned vehicles.</li><li>2. Increased fines for violations.</li><li>3. Licensing requirements for towing services.</li><li>4. Penalties for improper towing practices.</li></ol>   |
| CB-089-2024 | <ol style="list-style-type: none"><li>1. Clarifications on license requirements and exemptions.</li><li>2. Increased penalties for operating without a valid license.</li><li>3. Immediate suspension for safety violations.</li><li>4. Appeals mechanism for license-related disputes.</li></ol> |



Enhanced Support for Seniors: Revised tax credit provides 20% savings on property taxes for eligible elderly homeowners. Separates the elderly tax credit from the Homestead and Homeowner's Property Tax Credit,

Increased Accessibility: Simplifies processes and retroactively grants eligibility to those who applied but were

Transparency and Accountability: Annual report requirement ensures oversight with data on applications,

Economic Stability: Offsets rising property tax burdens, helping seniors remain in their homes.

Boost to Equity: Prevents reductions in other senior benefits by excluding elderly tax credit from calculations.

Abandoned Vehicles: Expands definitions and increases penalties for violations, including fines up to \$1,000 for

Towing Services: Introduces stricter licensing requirements and penalties for violations, including fines up to

Prohibited Practices: Addresses unauthorized towing, misrepresentation, and improper vehicle placements.

Police-Directed Towing: Mandates adherence to police procedures, with severe penalties for non-compliance.

License Revocation: Grounds include non-compliance, criminal activity, or misleading statements.

License Requirement Clarifications: Strengthens exemption proof requirements for rental licenses.

Penalties for Noncompliance: Implements fines up to \$5,000 per month for unlicensed operations and

License Suspension: Establishes immediate suspension for health and safety violations, with detailed hearings for

Appeals Process: Ensures fairness through the Administrative Hearing Unit.

Progressive Licensing: Incentivizes compliance with transition to regular annual licensing schedules.

Improves financial stability for seniors, increases equity, and ensures accountability in the tax credit pro

Strengthens enforcement against abandoned vehicles, improves towing service compliance, and ensure

Encourages compliance in rental housing, protects tenants from unsafe housing, and streamlines proce:

ogram.

as better regulation.

sses for property owners.



# Agenda Item Summary Report

<b>Meeting Date:</b> January 13, 2025	<b>Submitted by:</b> Michelle Bailey Hedgepeth, Town Administrator
<b>Item Title: NFWF Urban Forestry Update   January 2025</b>	
INFORMATION ONLY: NFWF Urban Forestry Update	
<b>Work Session Item [X]</b> <b>Council Meeting Item [X]</b>	<b>Documentation Attached:</b> Presentation
<b>Recommended Action:</b>	
Presentation on the NFWF Urban Forestry Project that was conducted this fall in the Town of Bladensburg	
<p><b>Summary:</b> In September 2024, town staff held a Kick-Off Meeting with NFWF that began with an introduction to the project's scope, outlining plans for a comprehensive street tree inventory in Bladensburg. The project aimed to assess species, sizes, health, and risk while considering potential new tree locations, including along state highways. The meeting detailed the four primary components of the project—data collection, urban canopy analysis, maintenance training, and a public presentation—along with key deliverables like an Excel data file, infographics, and a final report that will highlight the economic and environmental benefits of urban canopy management.</p> <p>The project leaders for this endeavor are staff from the Neighborhood Design Center (NDC). They met with Staff on January 3, 2025, to preview the results. They will also interact with Public Works and the Green Team on the maintenance portion of the process.</p> <p>The Town Administrator will be able to answer any questions at this meeting.</p>	
<b>Budgeted Item:</b> Yes [ X ] No [ ] <b>Budgeted Amount:</b> \$ 24,000 <b>One-Time Cost:</b> NA <b>Ongoing Cost:</b>	<b>Continued Date:</b>
<b>Council Priority:</b> Yes [ ] No [ ]	<b>Approved Date:</b>

**Michelle Bailey-Hedgepeth**

---

**From:** Micaela Ada <mada@ndc-md.org>  
**Sent:** Tuesday, December 17, 2024 2:41 PM  
**To:** Michelle Bailey-Hedgepeth  
**Cc:** Collin Breidenbach; Catharine Love  
**Subject:** NFWF Urban Forestry

Hi Michelle,

I hope you have been well! I am happy to report that our team has completed the tree inventory for Bladensburg and are moving forward in analysis. I think we are in a healthy spot to schedule the maintenance training with the maintenance/green team and public urban canopy educational presentation. Perhaps we can look to dates in the new year.

Maintenance Training:

I recall every 3rd Tuesday being a recurring meeting. **Is there space in any of the upcoming maintenance/green team meetings for the NDC team to present the training material?** We would likely take 45 mins to an hour.

Public Urban Canopy Educational Presentation:

**Are there existing events or town meetings that would be good venues for us to present?** The material for this presentation is a little project update for the community and the impacts of healthy trees in the neighborhood.

Let me know your thoughts!

--

**Micaela Ada**

(she/her)

Landscape Design Project Coordinator  
Neighborhood Design Center

**the  
Neighborhood  
DesignCenter**

# The Canopy of Bladensburg

Tree Canopy Inventory & Analysis for the Town of Bladensburg



# Agenda

## Introduction

Who we are?  
About the grant  
What can trees do for you?

## Fieldwork/Tool

What did we do?

## Findings

Existing trees  
Possible new trees  
Maps and Data

## Recommendations

## Next Steps

Community engagement / community champions  
Funding opportunities  
Questions?



# Who We Are

**Micaela Ada** *(she/her/hers)*

Project Coordinator, Landscape Designer

**Collin Breidenbach** *(he/him/his)*

Urban + Community Forestry Project Manager

ISA Certified Arborist #MA-6563A, TRAQ

**Catharine Love** *(she/her/hers)*

Urban + Community Forestry Technician

Section 5, Item B.





# National Fish and Wildlife Foundation Grant



Section 5, Item B.

NFWF

①

## **Inventory**

NDC has partnered with Bladensburg to complete a tree inventory for all trees within the public right-of-way on municipality roads

②

## **Analysis**

NDC to provide Bladensburg with a urban canopy analysis report, and recommendations on tree maintenance and future planting

③

## **Education**

NDC to facilitate a maintenance training workshop with public works

# What Can Trees Do for You?



# Environmental Benefits

- Improve air quality
- Combat the effects of climate change
- Provide habitat for native wildlife like pollinators and songbirds
- Reduce stormwater runoff



# Community Benefits

- Contribute to the character and beauty of the community
- Reduce street noise
- Reduce traffic speed
- Provide shade to keep streets cooler in the summer
- Correlated with increased positive health outcomes



Section 5, Item B.

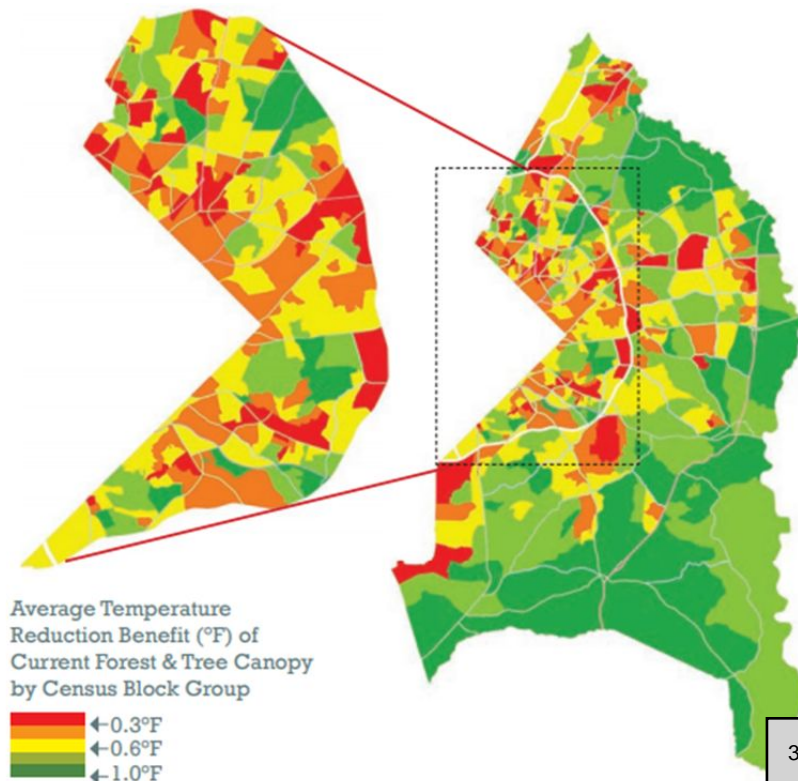


# Mitigating the Urban Heat Island Effect

Shade from trees can:

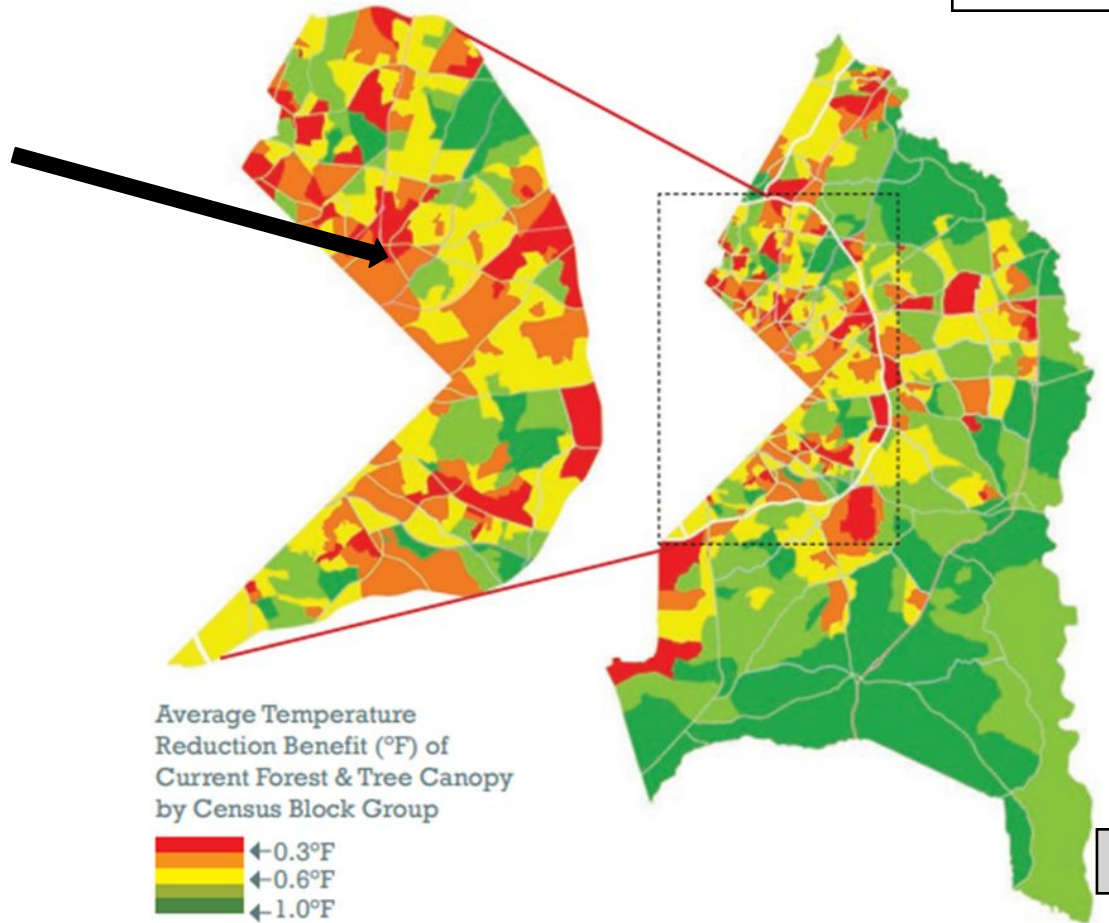
- Reduce asphalt temperatures by **36°**
- Reduce air temperatures by **13°F**
- Reduce heat related hospitalizations and deaths

*(McPherson, 1998; Scott, et al., 2001)*



# Bladensburg

Section 5, Item B.



# Road Safety & Traffic Reduction

According to Prince George's County Maryland Crash Data, on average...

**114 fatal  
crashes a year**

**20.9% involve  
speeding**

Studies show that the presence of street trees reduce traffic speeds up to 15 mph on residential streets (*Burden, 2006*).

Section 5, Item B.





# Community Health Benefits

*Studies show that spaces with trees:*

- Reduce the risk of **heart attack, stroke, and other cardiovascular diseases**
- Reduce the risk of **respiratory maladies**
- Improve **mental health and wellbeing**
- Increase **productivity and happiness**



*(Wolf, 2020; Ulrich, 1981; Kaplan & Kaplan, 1989; Kaplan & Kaplan, 1995)*

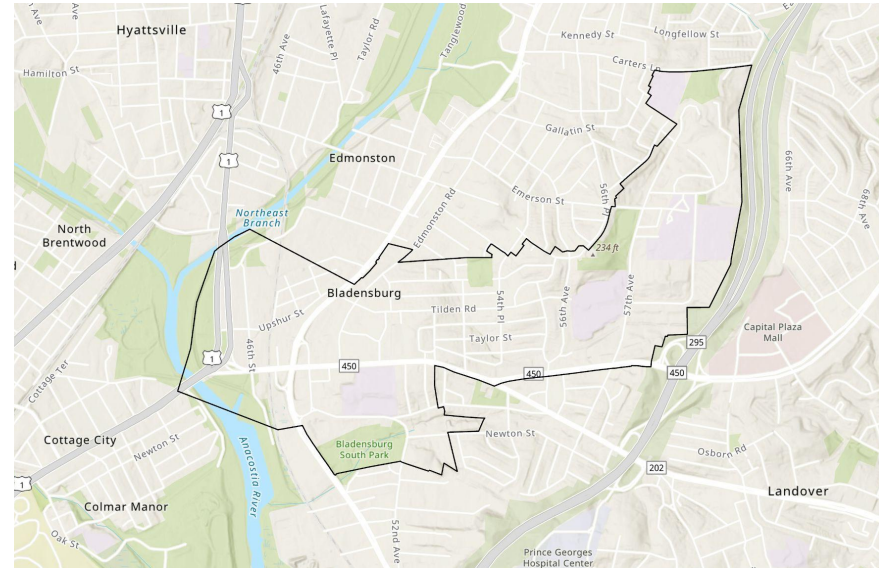


# Fieldwork



# Fieldwork Completed

- Data collected:
  - Location / Address
  - Species
  - Diameter at Breast Height (DBH)
  - Stem count
  - Single or multi-stemmed
  - Tree health
  - Maintenance needed
  - Overhead wire presence
  - New tree locations



# Inventory Findings

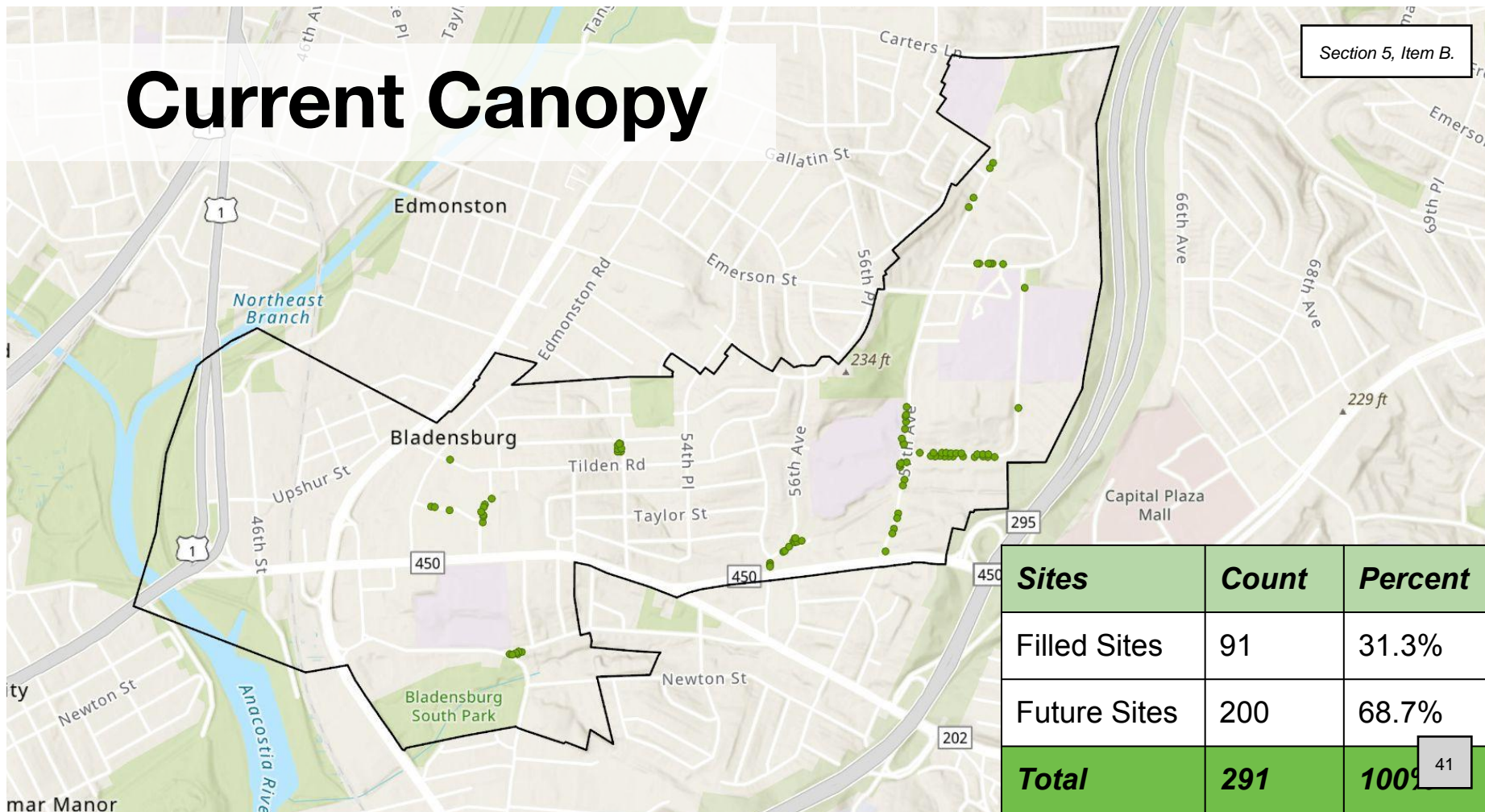


# Data Summary

# of existing ROW trees	91
# of removals needed	18
# of trees requiring pruning maintenance	6
# of available ROW spaces for new trees	200

*Note: Removals and maintenance needs are determined by the certified arborists based on tree health and risk of failure.*

# Current Canopy

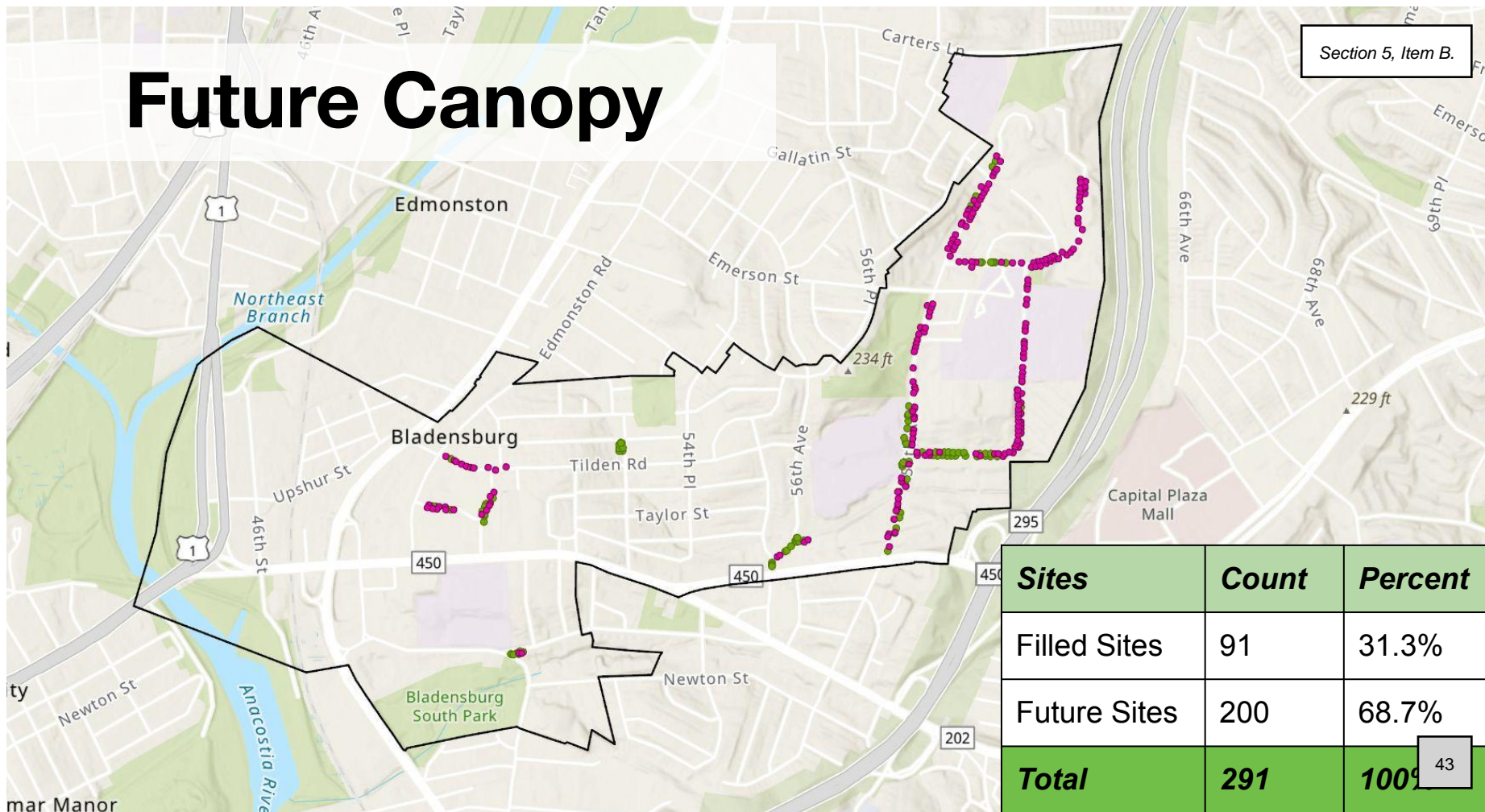




# Available Sites



# Future Canopy



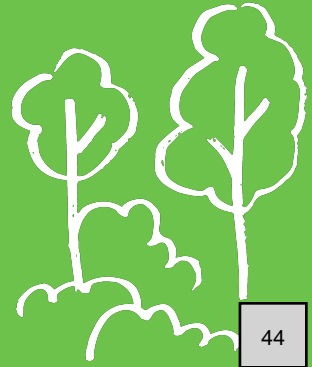
# Existing Tree Species

Section 5, Item B.

*Species diversity is important because a diverse forest has greater resiliency to diseases, pests, and other threats.*

## Top 10 Species

- Bradford Pear
- Purple Leaf Plum
- Crape Myrtle
- Sawtooth Oak
- Red Maple
- Flowering Dogwood
- Serviceberry
- Eastern Redbud
- Snowgoose Cherry
- Sweetbay Magnolia





# Existing Tree Species

Section 5, Item B.



**Bradford Pear**



**Purple Leaf Plum**



**Crape Myrtle**



**Sawtooth Oak**



**Red Maple**



**Flowering Dogwood**



**Serviceberry**



**Eastern Redbud**



**Snowgoose Cherry**



**Sweetbay Magnolia**

# Existing Tree Species

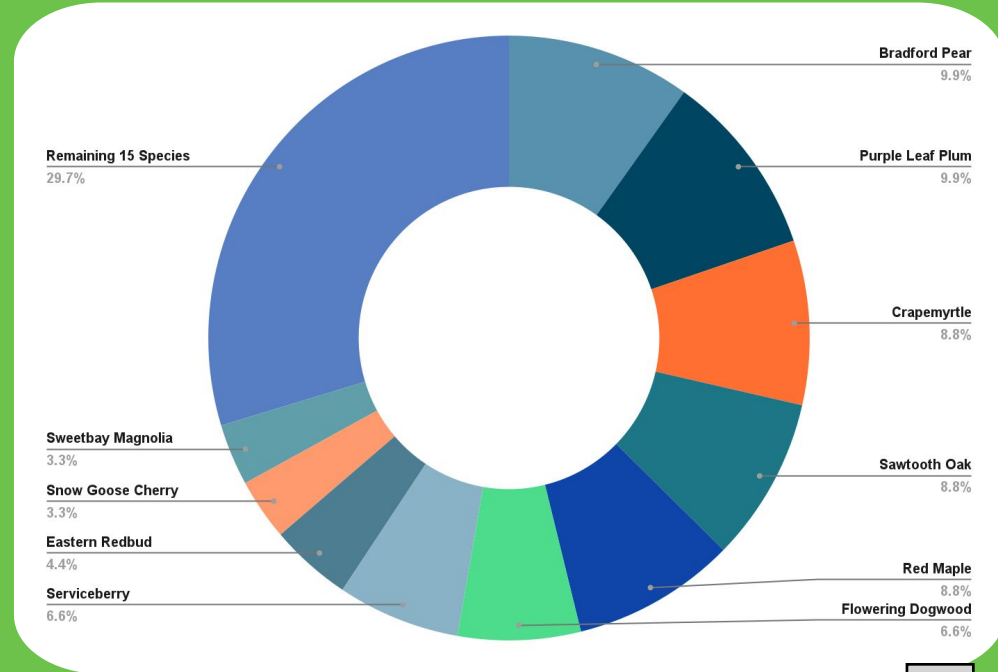
Section 5, Item B.

## Existing Taxonomic counts

- 25 species
- 17 genera
- 14 families

## The 30:20:10 Rule

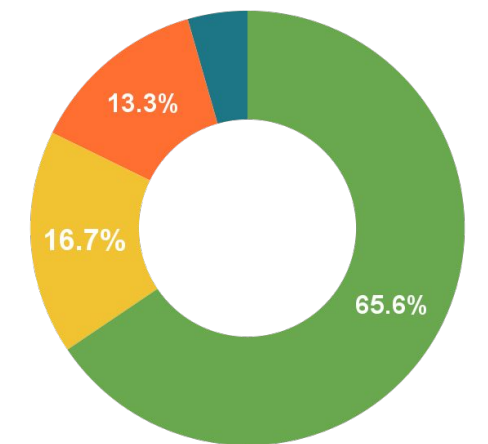
- Bradford Pear **9.89%** (species limit 10%)
- Purple Leaf Plum **9.89%** (species limit 10%)
- All genera and families are within range



# Health & Risk Summary

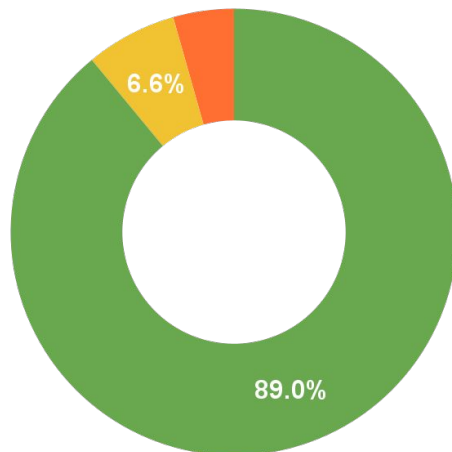
Section 5, Item B.

Health Condition



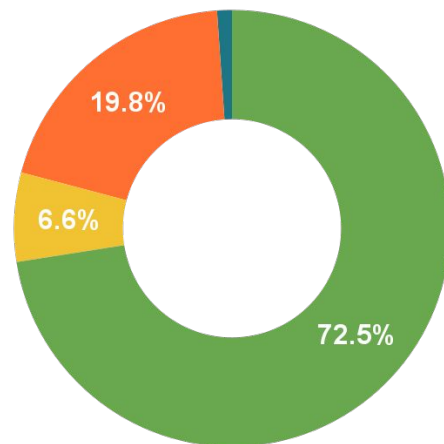
● Healthy ● Fair ● Poor ● Dead

Risk



● Low ● Medium ● High

Maintenance Needed



● None ● Pruning Needed ● Remove and Replace  
● Remove Stakes

# Recommendations

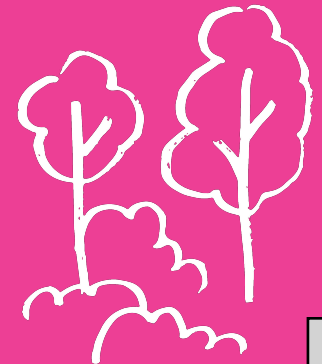


## MAINTAIN!

- Address high risk removals such as the Bradford Pears
- Continue pruning practices
- Watering the newly planted canopy to help them establish

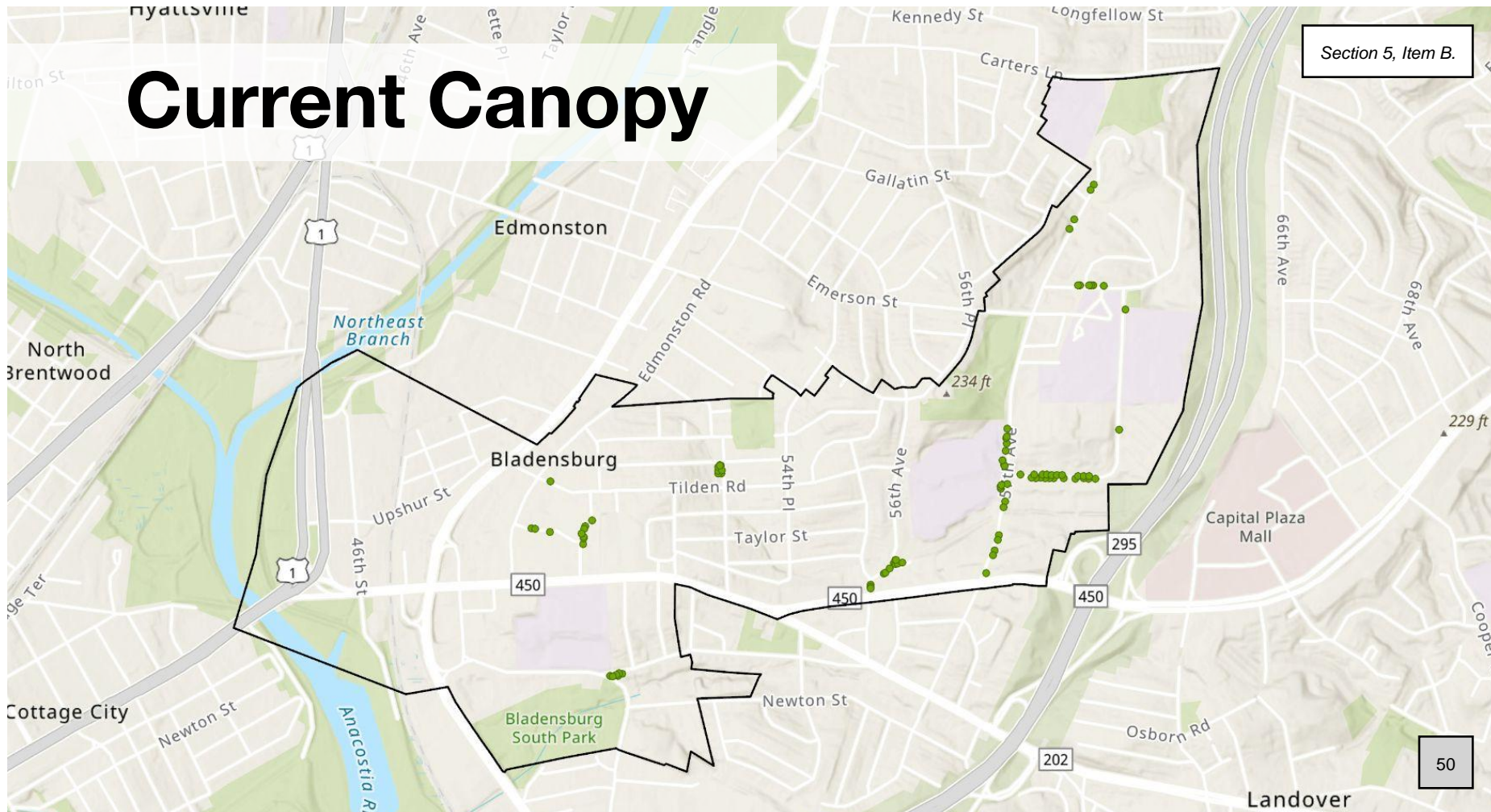
## PLANT!

- Get those available sites filled with trees!
- More large canopy species = more environmental benefits
- NDC will assist Bladensburg Green Team and Public Works team with creating a species list

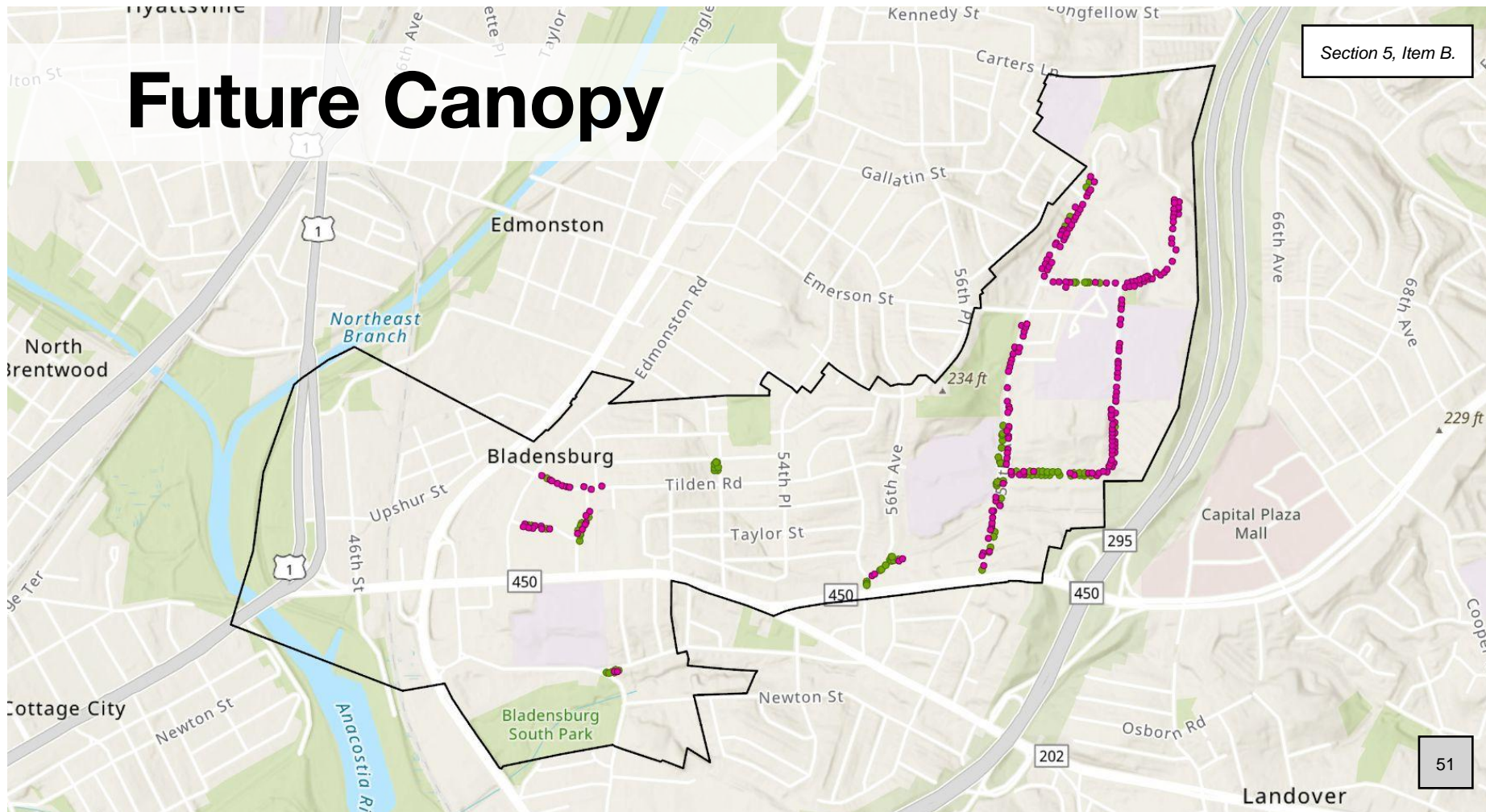




# Current Canopy



# Future Canopy



# Eco-Benefits

Section 5, Item B.

Monetary value of carbon sequestration, carbon storage, air pollution reduction and avoided runoff by the urban forest

## Current Urban Forest

Current Total Annual Costs Saved in  
Environmental Benefits:

**\$2,197.80**

## Proposed Urban Forest (10 Years)

Potential Total Annual Costs Saved in  
Environmental Benefits:

**\$4,611.60**

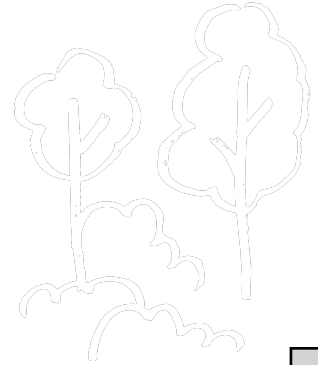


# Next Steps



# What Can You Do With This Inventory?

- Apply for grant funding for tree planting
- Easily plan for maintenance and planting contracts
- Continue the inventory the urban forest grows
- Quickly identify tree locations and concerns
- Pursuing designations or awards
- Create an interactive map for community engagement and championing





# Thank you!



**the**  
**Neighborhood**  
**DesignCenter**

Micaela Ada — [mada@ndc-md.org](mailto:mada@ndc-md.org)

Collin Breidenbach — [cbreidenbach@ndc-md.org](mailto:cbreidenbach@ndc-md.org)

Catharine Love — [clove@ndc-md.org](mailto:clove@ndc-md.org)



## Agenda Item Summary Report

<b>Meeting Date:</b> January 13, 2025	<b>Submitted by:</b> Michelle Bailey Hedgepeth, Town Administrator
<b>Item Title: Maryland 250<sup>th</sup> Anniversary Update</b>	
<b>A Report on the Maryland 250<sup>th</sup> Anniversary items and Town actions.</b>	
<b>Work Session Item</b> <input checked="" type="checkbox"/> <b>Council Meeting Item</b> <input checked="" type="checkbox"/>	<b>Documentation Attached:</b>
<b>Recommended Action:</b>	
Information Only	
<p><b>Item Summary:</b> The Town will recognize the 250th Anniversary of the United States in 2026 and the importance of engaging its citizens, businesses, educational institutions, and various organizations in celebrating the U.S. Semiquincentennial and fostering a greater understanding and appreciation of American history, culture, and achievements.</p> <p>Here are some updates:</p> <p><b>GRANT FUNDING:</b> The Town has received \$500 in state grant funding and has applied for \$4,000 for a special event in 2026.</p> <p><b>PARTICIPATION ON REGIONAL AND STATE TASKFORCES:</b> Mayor James has been active on the State Commission and the Town Administrator has attended Prince George's County meetings sponsored by ATHA.</p> <p>If there are any questions, the town administrator or mayor can answer them.</p>	
<b>Budgeted Item:</b> Yes <input type="checkbox"/> No <input type="checkbox"/> NA <b>Budgeted Amount:</b> <b>One-Time Cost:</b> NA <b>Ongoing Cost:</b> NA	<b>Continued Date:</b>
<b>Council Priority:</b> Yes <input type="checkbox"/> No <input type="checkbox"/>	<b>Approved Date:</b>



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**TOWN OF BLADENSBURG**  
4229 Edmonston Road  
Bladensburg, Maryland

**ORDINANCE NO. 09-2025:**

**AN ORDINANCE OF THE COUNCIL OF THE TOWN OF BLADENSBURG  
ESTABLISHING A FRAMEWORK FOR THE PROPER CARE, MAINTENANCE, AND  
MANAGEMENT OF PUBLIC TREES WITHIN THE TOWN OF BLADENSBURG.**

**WHEREAS**, the Town of Bladensburg has resolved to become a member of Tree City USA,  
and part of this membership is a commitment to proper care and maintenance of the trees; and

**WHEREAS**, the Mayor and Council are supportive of green endeavors and have been  
certified by Sustainable Maryland as part of this certification is requires the expansion and  
adoption of new green policies and initiatives; and

**WHEREAS**, the Mayor and Council have adopted Resolution 08-2025 in which the  
Council Town consents to join Tree City USA; and

**WHEREAS**, the Town has engaged with the Neighborhood Design Center to conduct a  
tree assessment which is also a requirement for the Tree City USA designation; and

**Section 1: Purpose** The purpose of this ordinance is to establish a framework for the proper  
care, maintenance, and management of public trees within the Town of Bladensburg. This  
ordinance aims to ensure the health and longevity of the Town’s urban forest, enhance public  
safety, and promote environmental sustainability.

**Section 2: Authority:** The Town and Public Works manages and cares for public trees. The town  
and community partners will plant, maintain, prune, and remove trees on streets, in parks, and  
other public spaces within the town of Bladensburg. The Town shall also enforce the provisions  
of this ordinance and ensure compliance with applicable standards and guidelines.

**Section 3: Public Tree Care**

**1. Planting of Public Trees:**

- The Town and its community partners shall be responsible for selecting appropriate tree species for planting on public property, considering factors such as climate adaptability, growth characteristics, and potential impact on infrastructure.
- Public tree planting initiatives shall be conducted in consultation with the community and may involve partnerships with local organizations, schools, and residents.

## **2. Maintenance of Public Trees:**

- The Town and its community partners shall establish and implement a regular maintenance program for public trees, which includes watering, mulching, fertilizing, and pruning.
- Pruning activities shall be carried out to promote trees' health and structural integrity, prevent interference with public utilities, and eliminate hazardous conditions.
- The Town will invest at least 1% of its budget on the maintenance and care of public trees as per the guidelines of Tree City USA.

## **3. Removal of Public Trees:**

- The Town and its community partners shall have the authority to remove any public tree that poses a risk to public safety, is diseased, or is dead.
- Before removal, an assessment shall be conducted, and the decision shall be documented. Trees will be removed when possible and then replanted to maintain the urban canopy.

**Section 4: Community Involvement** The Town encourages active community participation in caring for public trees. Educational programs, volunteer tree-planting events, and partnerships with environmental organizations shall be promoted to engage residents in the stewardship of the Town's urban forest.

**Section 5: Penalties and Enforcement:** Any unauthorized planting, pruning, or removal of public trees shall be subject to penalties as outlined in the Town’s enforcement guidelines. The DPW is empowered to enforce this ordinance and take necessary actions to protect public trees.

**Section 6: Effective Date**

**AND BE IT FURTHER ORDAINED** that this Ordinance shall take effect within twenty (20) days of its passage.

**AND BE FURTHER ENACTED AND ORDAINED** that upon passage, this Ordinance shall be authenticated by the signature of the Mayor and Town Clerk and shall be recorded in a book kept for that purpose. In addition, this Ordinance shall be published by posting a certified copy of it in the Town Hall for ten (10) days following its adoption pursuant to Article II, Section 209 of the Charter of the Town of Bladensburg, Maryland. It will be effective the \_\_\_\_ day of \_\_\_\_\_ 2025.

APPROVED this 13<sup>th</sup> day of January 2025.

ATTEST:

MAYOR AND COUNCIL  
TOWN OF BLADENSBURG

\_\_\_\_\_  
Regine Watson, Town Clerk

By:\_\_\_\_\_  
Takisha James, Mayor

First Reading:                December 9, 2024  
Second Reading:            January 13, 2025

Adopted:  
Effective:





# Agenda Item Summary Report

<b>Meeting Date:</b> January 13, 2025	<b>Submitted by:</b> Michelle Bailey Hedgepeth Vito Tinelli, Treasurer
<b>Item Title: FY 2026 Budget Overview   FY 2025 Budget Update</b>	
An update on the FY 2025 Budget in preparation for the FY 2026 Fiscal Year and Discussion	
<b>Work Session Item [X]</b> <b>Council Meeting Item [X]</b>	<b>Documentation Attached:</b> Treasurer's Report – Jan 2025
<b>Recommended Action:</b>	
This is a report for the Council and residents on the Town Budget update for January 2024.	
<b>Budget Overview Summary:</b>  The Town of Bladensburg has officially begun the process of preparing for the FY 2026 Budget. As part of this initial phase, Town Treasurer Mr. Vito Tinelli has provided a report on budget actuals through November 2024. This report is intended to serve as a preliminary overview and the first step in the overall budget process.  <b>Key Highlights:</b> <ul style="list-style-type: none"><li>• <b>Current Review Period:</b> Budget actuals are presented up to November 2024.</li><li>• <b>Next Update:</b> The February 2025 report will include actuals through December 2024, offering a more comprehensive snapshot as we progress.</li><li>• <b>Purpose of the Overview:</b> This initial report provides a foundational understanding of the Town's financial standing and key considerations as planning for FY 2026 advances.</li></ul> <p>The Town is committed to a transparent and inclusive budget process, ensuring that all stakeholders are informed and engaged as we work toward fiscal priorities for the upcoming year.</p> <p>Staff will be available to answer any questions.</p> <p>.</p>	
<b>Budgeted Item:</b> Yes [ ] No [ ] <b>Budgeted Amount:</b> <b>One-Time Cost:</b> <b>Ongoing Cost:</b>	<b>Continued Date:</b>
<b>Council Priority:</b> Yes [ ] No [ ]	<b>Approved Date:</b>

## Treasurer's Report – December FY25

This financial overview provides an update on the Town's fiscal performance at the halfway point of the fiscal year, with key highlights summarized below:

### Revenues

Overall, revenues are slightly below expectations, primarily due to timing issues. The breakdown is as follows:

- **Income and Other Taxes:** Collections are in line with the typical pattern, where the bulk of income tax is collected following the April filing deadline.
- **Licenses and Permits:** Revenues are tracking as expected, with most business license renewals occurring between May and June.
- **Federal Funding:** The \$1M budgeted for the Federal Earmark has not yet been used. The remaining funds are earmarked to close out the ARPA funding.
- **Highway User Revenues:** These funds are typically received later in the fiscal year, particularly after the conclusion of the legislative session.
- **Bond Bill:** We are funded a total of \$1.2M with \$500K of this for Bostwick repairs. We have completed some of the repairs and are awaiting reimbursement.
- **County Funding:** This is a smaller amount, typically collected at the end of the fiscal year.
- **Automated Traffic Enforcement:** Revenues are below budget due to ongoing contractual issues with the vendor, which we expect to resolve soon.
- **Red Light Camera:** We anticipate revenue from this program will begin in the spring when it becomes fully operational.

**Summary:** The primary contributors to the revenue shortfall are the Federal Earmark and the State Bond Bill, both of which have not been fully utilized, which reduces performance relative to the budget.

### Expenses

Half-way through the fiscal year, most departments are on track with their spending. The breakdown is as follows:

- **Mayor and Council:** Expenditures are slightly ahead of budget due to a higher-than-expected number of community events and employee recognition activities in the first half of the year. These activities are budgeted annually, but the spending occurs earlier in the fiscal year.

- **Administration:** This combined department, including the Town Administrator, Clerk, and Finance, is operating slightly below budget.
- **Public Safety and Traffic:** This department, which provides the majority of services, is on budget halfway through the fiscal year.
- **Public Works:** As another key service provider, Public Works is within budget. While repair costs for the damaged building are slightly higher, these will be reimbursed by insurance once the claim is finalized.
- **Capital Projects:** Expenses include ongoing work on the lighting project on 57th Avenue (funded by the Community Legacy program) and improvements near Bladensburg High School under the CDBG PY48R, along with bridge repairs.
- **ARPA:** The ARPA funds have been closed out, with \$500K allocated to the flood project and major capital purchases already completed.

**Audit Update:** We requested an extension from the State through the end of January, due to family issues experienced by our auditor. This request was approved, as the holiday season created scheduling challenges.

This report provides an overview of the Town's financial health and key activities as we progress through the fiscal year. Should you have any questions or require further details, please feel free to reach out.

Vito Tinelli

Treasurer

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# Town of Bladensburg

## FY25 Financial Report

	December YTD	FY25 Budget	Variance
<b>REVENUES</b>			
Real Property Tax	3,751,832	4,560,000	82%
Business Pers. Property Tax	620,930	1,125,000	55%
Income and Other Tax	192,562	670,000	29%
Licenses and Permits	32,328	215,000	15%
Federal Funding (ARPA and Earmark)	79,124	1,200,000	7%
State and County Funding (HUR, Police Aide, Bond Bill)	192,762	1,852,622	10%
Service Charges	12,543	44,000	29%
Automated Traffic Enforcement (Speed and Red Light)	285,800	2,037,000	14%
Other Revenues	273,662	351,000	78%
Restricted Grants	234,540	489,500	48%
Fund Balance Transfer	-	575,114	0%
<b>Total Income</b>	<b>5,676,083</b>	<b>13,119,236</b>	<b>43%</b>
<b>EXPENSES by Dept and Major Category</b>			
<b>Mayor and Council</b>	<b>-</b>		
Compensation	62,374	120,510	52%
General Expenses	121,861	203,000	60%
<b>Subtotal Mayor and Council</b>	<b>184,235</b>	<b>323,510</b>	<b>57%</b>
<b>Administration (Town Admin, Clerk, and Finance)</b>			
Compensation	422,012	849,102	50%
General Expenses	164,062	391,402	42%
Debt Service/ Capital Outlay	35,355	47,000	75%
<b>Subtotal Administration</b>	<b>621,429</b>	<b>1,287,504</b>	<b>48%</b>
<b>Public Safety and Traffic Enforcement</b>	<b>-</b>		
Compensation	2,818,517	5,847,204	48%
General Expenses	563,966	1,161,000	49%
Capital	286,832	300,000	96%
<b>Subtotal Public Safety</b>	<b>3,669,315</b>	<b>7,308,204</b>	<b>50%</b>
<b>Public Works</b>			
Compensation	333,598	624,518	53%
General Expenses	276,671	536,000	52%
Capital	39,187	150,000	26%
<b>Subtotal Public Works</b>	<b>649,456</b>	<b>1,310,518</b>	<b>50%</b>
<b>Other</b>			
<b>ARPA Projects</b>	<b>79,124</b>	<b>200,000</b>	<b>40%</b>
<b>Grant Expenses (CDBG, Community Legacy, Other)</b>	<b>458,382</b>	<b>327,000</b>	<b>140%</b>
<b>Long Term Capital Projects</b>	<b>152,029</b>	<b>2,200,000</b>	<b>7%</b>
<b>Subtotal Other</b>	<b>689,535</b>	<b>2,727,000</b>	<b>25%</b>
	-		
<b>Total Expenses</b>	<b>5,813,970</b>	<b>12,956,736</b>	<b>45%</b>
<b>SURPLUS/(DEFICIT)</b>	<b>(137,887)</b>	<b>162,500</b>	<b>-1%</b>

79,124

# Town of Bladensburg

## FY25 Financial Report

Budget Ordinances since adoption	Expense	Revenues	Ordinance
Increase Public Safety Expenses for hiring of (2) new officers	125,000		05-2025
Increase Public Safety Grants (not yet posted until hired)		125,000	05-2025
Increase Capital Projects for MD Smart Energies Grant	100,000		06-2025
Increase Other Grant Revenues		100,000	06-2026
Increase Public Safety IT Support for Cyber Technology Grant	22,500		07-2025
Increase Other Grant Revenues		22,500	07-2025
Increase Public Safety Software for license plate readers	20,000		08-2025
Increase Public Safety Computer for license plate readers	20,000		08-2025
Increase Other Grant Revenues for Edward Byrne Memorial		40,000	08-2025

Town of Bladensburg  
FY24 Actuals vs. Budget  
July through December 2024

	Jul - Dec 24	Budget	% of Budget
Ordinary Income/Expense			
Income			
4000 · Property Taxes			
4020 · Real Estate Taxes	3,751,832	4,560,000	82%
4040 · Business Personal Property Tax	292,112	795,000	37%
4060 · Personal Property Tax - Other	328,818	330,000	100%
Total 4000 · Property Taxes	4,372,762	5,685,000	77%
4100 · Income Tax	190,558	650,000	29%
4200 · Other Local Taxes			
4220 · Admissions and Amusement Tax	2,004	20,000	10%
Total 4200 · Other Local Taxes	2,004	20,000	10%
4300 · Licenses and Permits			
4310 · Local Business Licenses	20,981	80,000	26%
4320 · County Traders License	1,167	15,000	8%
4370 · Cable Franchise Fees	10,179	120,000	8%
Total 4300 · Licenses and Permits	32,328	215,000	15%
4400 · Federal Funding			
4410 · Federal Earmark		1,000,000	
4400 · Federal Funding - Other	79,124	200,000	40%
Total 4400 · Federal Funding	79,124	1,200,000	7%
4500 · State Funding			
4510 · Highway User Revenues	30,072	327,766	9%
4520 · Police Aid	162,690	300,000	54%
4550 · Bond Bill		1,200,000	
Total 4500 · State Funding	192,762	1,827,766	11%
4600 · County Funding			
4620 · County Disposal Fee Rebate		22,484	
4640 · Bank Stock		2,372	
Total 4600 · County Funding		24,856	
4700 · Service Charges			
4720 · Local Fines/Fees	11,143	40,000	28%
4730 · Copier Fees	1,400	3,000	47%
4740 · Fingerprinting		1,000	
4770 · Automated Traffic Enforcement	285,800	1,500,000	19%
4780 · Red Light Camera		537,000	
Total 4700 · Service Charges	298,343	2,081,000	14%
4800 · Other Revenues			
4810 · Insurance Reimbursement	93,080	50,000	186%
4830 · Property Rental	18,750	42,000	45%
4840 · Vehicle Deployment	6,350	7,000	91%
4870 · Misc. Revenues	1,866	2,000	93%
4880 · Interest Earned	153,616	250,000	61%
Total 4800 · Other Revenues	273,662	351,000	78%
4900 · Restricted Revenues			
4950 · Community Legacy - Restricted	74,940	150,000	50%
4960 · CDBG Construction Grant	155,000	167,000	93%
4970 · Other Grants	4,600	172,500	3%
Total 4900 · Restricted Revenues	234,540	489,500	48%

Town of Bladensburg  
FY24 Actuals vs. Budget  
July through December 2024

	Jul - Dec 24	Budget	% of Budget
4999 · Transfer from Fund Balance		575,114	
Total Income	5,676,083	13,119,236	43%
Gross Profit	5,676,083	13,119,236	43%
Expense			
6000 · Compensation			
6010 · Regular Pay	2,280,083	4,928,923	46%
6020 · Overtime	244,676	371,000	66%
6030 · FICA	187,542	405,367	46%
6040 · Health Insurance	514,445	905,312	57%
6050 · Pension	259,755	538,732	48%
6060 · Workers Comp	150,000	292,000	51%
Total 6000 · Compensation	3,636,501	7,441,334	49%
6110 · Tuition Reimbursement		30,500	
6120 · Uniforms	28,178	84,000	34%
6130 · Recruitment	5,648	16,000	35%
6140 · Professional Development			
6145 · Council Business Development	14,047	26,000	54%
6140 · Professional Development - Other	22,245	61,000	36%
Total 6140 · Professional Development	36,292	87,000	42%
6150 · Payroll Service	5,089	8,000	64%
6160 · Employee Recognition	17,870	29,000	62%
6210 · Council Projects	500	2,500	20%
6220 · Community Initiatives			
6221 · Housing Assistance		75,000	
6222 · Business/Non-Profit Assistance			
6223 · Food Assistance	50,522	30,000	168%
6224 · Monitoring	917		
6220 · Community Initiatives - Other	10,863	95,000	11%
Total 6220 · Community Initiatives	62,302	200,000	31%
6225 · Community Grants			
6226 · Fire Department Donation	15,000	30,000	50%
6227 · Scholarships		5,000	
6225 · Community Grants - Other	2,000	12,000	17%
Total 6225 · Community Grants	17,000	47,000	36%
6230 · Community Events	68,901	86,000	80%
6235 · Senior Citizen Projects	4,500	4,500	100%
6240 · Memorials	111	2,000	6%
6255 · Town Meetings	5,848	11,000	53%
6260 · Transportation	24,822	60,000	41%
6270 · Historic Promotion		2,402	
6310 · Telephone	16,903	32,000	53%
6320 · Wireless Communications	30,282	60,000	50%
6330 · Communications Contracts		40,000	
6350 · Internet Access	2,976	10,000	30%
6420 · Computer Expense		40,000	
6440 · IT Support	47,680	142,500	33%
6460 · Software Contract	38,254	77,500	49%
6510 · Audit	11,500	15,000	77%
6520 · Bank Charges	2,935	5,000	59%
6530 · Bad Debts		8,000	
6545 · Insurance - Auto	35,430	50,000	71%
6550 · Insurance - Liability	41,802	62,000	67%
6560 · Legal	10,652	40,000	27%
6570 · Equipment Lease	44,439	18,000	247%
6580 · Contractual Services	147,361	245,000	60%

Town of Bladensburg  
FY24 Actuals vs. Budget  
July through December 2024

	Jul - Dec 24	Budget	% of Budget
6590 · Automated Traffic Enforcement	60,282	125,000	48%
6620 · Fuel	76,369	135,000	57%
6640 · Vehicle Repairs and Maintenance	27,577	60,000	46%
6650 · Vehicle Body Repairs	1,771	25,000	7%
6670 · Equipment Maintenance		10,000	
6680 · Weapon Repairs and Supplies	8,676	15,000	58%
6710 · Building Maintenance	58,026	50,000	116%
6720 · Grounds Maintenance	10,934	30,000	36%
6740 · Street Lights	16,921	50,000	34%
6750 · Sanitation Contract	123,730	250,000	49%
6760 · Landfill Fees	6,631	15,000	44%
6770 · Building Supplies	5,045	12,000	42%
6790 · Janitorial Services	7,899	36,000	22%
6810 · Advertising	9,736	30,000	32%
6820 · Website		4,000	
6825 · Membership	16,031	32,000	50%
6835 · Travel	12,852	30,000	43%
6850 · Office Supplies	11,003	23,000	48%
6855 · Postage	3,210	6,000	54%
6860 · Shop Supplies	337	2,000	17%
6865 · Supplies	851	20,000	4%
6870 · K9 Supplies	12,833	15,000	86%
6880 · Election Costs		8,000	
6885 · Finger Printing	583	1,000	58%
6890 · Utilities	15,867	55,000	29%
6900 · Grants - Restricted			
6920 · Community Legacy	192,827	150,000	129%
6930 · CDBG	254,164	167,000	152%
6935 · Other Grants	9,891	10,000	99%
6900 · Grants - Restricted - Other	1,500		
Total 6900 · Grants - Restricted	458,382	327,000	140%
Total Expense	5,289,319	10,322,236	51%
Net Ordinary Income	386,764	2,797,000	14%
Other Income/Expense			
Other Expense			
6950 · Debt Service	17,299	47,000	37%
6970 · Capital Outlay			
6972 · Long Term Capital Projects	163,274	2,300,000	7%
6979 · Highway User Projects	39,187	150,000	26%
6970 · Capital Outlay - Other	304,887	300,000	102%
Total 6970 · Capital Outlay	507,348	2,750,000	18%
Total Other Expense	524,647	2,797,000	19%
Net Other Income	-524,647	-2,797,000	19%
Net Income	-137,883		100%



Town of Bladensburg  
Mayor and Council FY25  
July through December 2024

	Jul - Dec 24	Budget	% of Budget
Ordinary Income/Expense			
Expense			
6000 · Compensation			
6010 · Regular Pay	30,784	62,708	49%
6030 · FICA	2,263	4,797	47%
6040 · Health Insurance	27,047	45,651	59%
6050 · Pension	2,280	6,854	33%
6060 · Workers Comp		500	
Total 6000 · Compensation	62,374	120,510	52%
6140 · Professional Development			
6145 · Council Business Development	14,047	26,000	54%
Total 6140 · Professional Development	14,047	26,000	54%
6160 · Employee Recognition	13,347	15,000	89%
6210 · Council Projects	500	2,500	20%
6225 · Community Grants			
6226 · Fire Department Donation	15,000	30,000	50%
6227 · Scholarships		5,000	
6225 · Community Grants - Other	2,000	12,000	17%
Total 6225 · Community Grants	17,000	47,000	36%
6230 · Community Events	44,138	66,000	67%
6235 · Senior Citizen Projects	4,500	4,500	100%
6255 · Town Meetings	5,796	6,000	97%
6550 · Insurance - Liability	1,692	2,000	85%
6825 · Membership	12,147	20,000	61%
6835 · Travel	8,694	14,000	62%
Total Expense	184,235	323,510	57%
Net Ordinary Income	-184,235	-323,510	57%
Net Income	-184,235	-323,510	57%

Town of Bladensburg  
Town Administrator FY25  
July through December 2024

	<u>Jul - Dec 24</u>	<u>Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense			
Expense			
6000 · Compensation			
6010 · Regular Pay	77,012	156,760	49%
6030 · FICA	5,799	11,992	48%
6040 · Health Insurance	12,787	24,557	52%
6050 · Pension	8,552	17,134	50%
6060 · Workers Comp		500	
Total 6000 · Compensation	104,150	210,943	49%
6110 · Tuition Reimbursement		1,000	
6140 · Professional Development	686	4,000	17%
6160 · Employee Recognition	1,191		
6255 · Town Meetings	52	5,000	1%
6260 · Transportation	24,822	60,000	41%
6560 · Legal	10,652	40,000	27%
6580 · Contractual Services	59,440	125,000	48%
6810 · Advertising	9,736	30,000	32%
6820 · Website		4,000	
6825 · Membership	1,175	1,000	118%
6835 · Travel	1,750	5,000	35%
Total Expense	213,653	485,943	44%
Net Ordinary Income	-213,653	-485,943	44%
Net Income	<u>-213,653</u>	<u>-485,943</u>	<u>44%</u>

**Town of Bladensburg**  
**Town Clerk FY25**  
**July through December 2024**

	<u>Jul - Dec 24</u>	<u>Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense			
Expense			
6000 · Compensation			
6010 · Regular Pay	117,951	255,963	46%
6020 · Overtime	5,736	10,000	57%
6030 · FICA	9,155	20,346	45%
6040 · Health Insurance	23,034	29,078	79%
6050 · Pension	11,402	27,977	41%
6060 · Workers Comp		500	
Total 6000 · Compensation	167,279	343,864	49%
6110 · Tuition Reimbursement		2,000	
6140 · Professional Development	2,488	3,000	83%
6240 · Memorials	111	2,000	6%
6270 · Historic Promotion		2,402	
6460 · Software Contract	6,278	15,000	42%
6570 · Equipment Lease	2,891	8,000	36%
6825 · Membership	508	500	102%
6835 · Travel	749	1,500	50%
6850 · Office Supplies	7,085	8,000	89%
6855 · Postage	428	3,000	14%
6880 · Election Costs		8,000	
6890 · Utilities	2,618	7,000	37%
Total Expense	190,434	404,266	47%
Net Ordinary Income	-190,434	-404,266	47%
Other Income/Expense			
Other Expense			
6970 · Capital Outlay	18,056		
Total Other Expense	18,056		
Net Other Income	-18,056		
Net Income	<u>-208,490</u>	<u>-404,266</u>	<u>52%</u>

Town of Bladensburg  
Finance FY25  
July through December 2024

	Jul - Dec 24	Budget	% of Budget
Ordinary Income/Expense			
Expense			
6000 · Compensation			
6010 · Regular Pay	119,247	237,792	50%
6020 · Overtime	1,471	1,000	147%
6030 · FICA	9,207	18,191	51%
6040 · Health Insurance	5,522	10,821	51%
6050 · Pension	15,136	25,991	58%
6060 · Workers Comp		500	
Total 6000 · Compensation	150,583	294,295	51%
6110 · Tuition Reimbursement		4,000	
6140 · Professional Development	1,545	2,000	77%
6150 · Payroll Service	5,089	8,000	64%
6460 · Software Contract		2,500	
6510 · Audit	11,500	15,000	77%
6520 · Bank Charges	2,935	5,000	59%
6530 · Bad Debts		8,000	
6550 · Insurance - Liability	10,210	10,000	102%
6825 · Membership	125	500	25%
6835 · Travel		1,000	
Total Expense	181,987	350,295	52%
Net Ordinary Income	-181,987	-350,295	52%
Other Income/Expense			
Other Expense			
6950 · Debt Service	17,299	47,000	37%
Total Other Expense	17,299	47,000	37%
Net Other Income	-17,299	-47,000	37%
Net Income	-199,286	-397,295	50%

Town of Bladensburg  
General and Administrative Combined  
July through December 2024

	Jul - Dec 24	Budget	% of Budget
Ordinary Income/Expense			
Expense			
6000 · Compensation			
6010 · Regular Pay	314,210	650,515	48%
6020 · Overtime	7,207	11,000	66%
6030 · FICA	24,161	50,529	48%
6040 · Health Insurance	41,343	64,456	64%
6050 · Pension	35,090	71,102	49%
6060 · Workers Comp		1,500	
Total 6000 · Compensation	422,012	849,102	50%
6110 · Tuition Reimbursement		7,000	
6140 · Professional Developm...	4,719	9,000	52%
6150 · Payroll Service	5,089	8,000	64%
6160 · Employee Recognition	1,191		
6240 · Memorials	111	2,000	6%
6255 · Town Meetings	52	5,000	1%
6260 · Transportation	24,822	60,000	41%
6270 · Historic Promotion		2,402	
6460 · Software Contract	6,278	17,500	36%
6510 · Audit	11,500	15,000	77%
6520 · Bank Charges	2,935	5,000	59%
6530 · Bad Debts		8,000	
6550 · Insurance - Liability	10,210	10,000	102%
6560 · Legal	10,652	40,000	27%
6570 · Equipment Lease	2,891	8,000	36%
6580 · Contractual Services	59,440	125,000	48%
6810 · Advertising	9,736	30,000	32%
6820 · Website		4,000	
6825 · Membership	1,808	2,000	90%
6835 · Travel	2,499	7,500	33%
6850 · Office Supplies	7,085	8,000	89%
6855 · Postage	428	3,000	14%
6880 · Election Costs		8,000	
6890 · Utilities	2,618	7,000	37%
Total Expense	586,074	1,240,504	47%
Net Ordinary Income	-586,074	-1,240,504	47%
Other Income/Expense			
Other Expense			
6950 · Debt Service			
6960 · Debt Service - Interest	17,299	47,000	37%
Total 6950 · Debt Service	17,299	47,000	37%
6970 · Capital Outlay	18,056		
Total Other Expense	35,355	47,000	75%
Net Other Income	-35,355	-47,000	75%
Net Income	-621,429	-1,287,504	48%

Town of Bladensburg  
Public Safety FY24  
July through December 2024

	Jul - Dec 24	Budget	% of Budget
Ordinary Income/Expense			
Expense			
6000 · Compensation			
6010 · Regular Pay	1,545,231	3,409,066	45%
6020 · Overtime	192,476	330,000	58%
6030 · FICA	128,288	287,569	45%
6040 · Health Insurance	364,292	649,684	56%
6050 · Pension	177,952	372,611	48%
6060 · Workers Comp	125,000	230,000	54%
Total 6000 · Compensation	2,533,239	5,278,930	48%
6110 · Tuition Reimbursement		20,000	
6120 · Uniforms	25,930	80,000	32%
6130 · Recruitment	5,648	16,000	35%
6140 · Professional Development	12,924	35,000	37%
6160 · Employee Recognition	3,333	4,000	83%
6230 · Community Events	24,763	20,000	124%
6310 · Telephone	16,903	32,000	53%
6320 · Wireless Communications	30,282	60,000	50%
6350 · Internet Access	2,348	7,000	34%
6420 · Computer Expense		20,000	
6440 · IT Support	23,840	82,500	29%
6460 · Software Contract	16,502	35,000	47%
6545 · Insurance - Auto	35,430	50,000	71%
6550 · Insurance - Liability	29,900	50,000	60%
6570 · Equipment Lease	19,099	10,000	191%
6580 · Contractual Services	10,346	20,000	52%
6620 · Fuel	66,457	115,000	58%
6640 · Vehicle Repairs and Maintenance	23,704	40,000	59%
6650 · Vehicle Body Repairs	1,771	25,000	7%
6680 · Weapon Repairs and Supplies	8,676	15,000	58%
6825 · Membership	1,937	10,000	19%
6835 · Travel	897	8,000	11%
6850 · Office Supplies	3,918	15,000	26%
6855 · Postage	2,783	3,000	93%
6865 · Supplies	851	20,000	4%
6870 · K9 Supplies	12,833	15,000	86%
6885 · Finger Printing	583	1,000	58%
6890 · Utilities	6,110	20,000	31%
Total Expense	2,921,006	6,107,430	48%
Net Ordinary Income	-2,921,006	-6,107,430	48%
Net Income	-2,921,006	-6,107,430	48%

Town of Bladensburg  
Speed Camera Fund FY25  
July through December 2024

	Jul - Dec 24	Budget	% of Budget
Ordinary Income/Expense			
Income			
4700 · Service Charges			
4770 · Automated Traffic Enforcement	285,800	1,500,000	19%
4780 · Red Light Camera		537,000	
Total 4700 · Service Charges	285,800	2,037,000	14%
Total Income	285,800	2,037,000	14%
Gross Profit	285,800	2,037,000	14%
Expense			
6000 · Compensation			
6010 · Regular Pay	175,630	395,726	44%
6020 · Overtime	35,176	20,000	176%
6030 · FICA	15,808	30,273	52%
6040 · Health Insurance	27,037	59,022	46%
6050 · Pension	21,627	43,253	50%
6060 · Workers Comp	10,000	20,000	50%
Total 6000 · Compensation	285,278	568,274	50%
6140 · Professional Development	4,602	15,000	31%
6160 · Employee Recognition		10,000	
6330 · Communications Contracts		40,000	
6420 · Computer Expense		20,000	
6440 · IT Support	23,840	60,000	40%
6460 · Software Contract	15,475	25,000	62%
6570 · Equipment Lease			
6580 · Contractual Services	72,000	100,000	72%
6590 · Automated Traffic Enforcement	60,282	125,000	48%
Total Expense	461,477	963,274	48%
Net Ordinary Income	-175,677	1,073,726	-16%
Other Income/Expense			
Other Expense			
6970 · Capital Outlay	286,832	300,000	96%
Total Other Expense	286,832	300,000	96%
Net Other Income	-286,832	-300,000	96%
Net Income	-462,509	773,726	-60%

**Town of Bladensburg**  
**Public Safety and Automated Traffic Enforcement FY25**  
**July through September 2025**

	<u>Jul - Dec 24</u>	<u>Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense			
Expense			
6000 · Compensation			
6010 · Regular Pay	1,720,861	3,804,792	45%
6020 · Overtime	227,652	350,000	65%
6030 · FICA	144,096	317,842	45%
6040 · Health Insurance	391,329	708,706	55%
6050 · Pension	199,579	415,864	48%
6060 · Workers Comp	135,000	250,000	54%
Total 6000 · Compensation	2,818,517	5,847,204	48%
6110 · Tuition Reimbursement		20,000	
6120 · Uniforms	25,930	80,000	32%
6130 · Recruitment	5,648	16,000	35%
6140 · Professional Development	17,526	50,000	35%
6160 · Employee Recognition	3,333	14,000	24%
6230 · Community Events	24,763	20,000	124%
6310 · Telephone	16,903	32,000	53%
6320 · Wireless Communications	30,282	60,000	50%
6330 · Communications Contracts		40,000	
6350 · Internet Access	2,348	7,000	34%
6420 · Computer Expense		40,000	
6440 · IT Support	47,680	142,500	33%
6460 · Software Contract	31,977	60,000	53%
6545 · Insurance - Auto	35,430	50,000	71%
6550 · Insurance - Liability	29,900	50,000	60%
6570 · Equipment Lease	19,099	10,000	191%
6580 · Contractual Services	82,346	120,000	69%
6590 · Automated Traffic Enforcement	60,282	125,000	48%
6620 · Fuel	66,457	115,000	58%
6640 · Vehicle Repairs and Maintenance	23,704	40,000	59%
6650 · Vehicle Body Repairs	1,771	25,000	7%
6680 · Weapon Repairs and Supplies	8,676	15,000	58%
6825 · Membership	1,937	10,000	19%
6835 · Travel	897	8,000	11%
6850 · Office Supplies	3,918	15,000	26%
6855 · Postage	2,783	3,000	93%
6865 · Supplies	851	20,000	4%
6870 · K9 Supplies	12,833	15,000	86%
6885 · Finger Printing	583	1,000	58%
6890 · Utilities	6,110	20,000	31%
Total Expense	3,382,483	7,070,704	48%
Net Ordinary Income	-3,382,483	-7,070,704	48%
Other Income/Expense			
Other Expense			
6970 · Capital Outlay	286,832	300,000	96%
Total Other Expense	286,832	300,000	96%
Net Other Income	-286,832	-300,000	96%
<b>Net Income</b>	<b>-3,669,314</b>	<b>-7,370,704</b>	<b>50%</b>



Town of Bladensburg  
Public Works FY25  
July through December 2024

	Jul - Dec 24	Budget	% of Budget
Ordinary Income/Expense			
Expense			
6000 · Compensation			
6010 · Regular Pay	214,228	410,908	52%
6020 · Overtime	9,817	10,000	98%
6030 · FICA	17,022	32,199	53%
6040 · Health Insurance	54,726	86,499	63%
6050 · Pension	22,806	44,912	51%
6060 · Workers Comp	15,000	40,000	38%
Total 6000 · Compensation	333,598	624,518	53%
6110 · Tuition Reimbursement		3,500	
6120 · Uniforms	2,247	4,000	56%
6140 · Professional Development		2,000	
6350 · Internet Access	628	3,000	21%
6570 · Equipment Lease	22,448		
6620 · Fuel	9,912	20,000	50%
6640 · Vehicle Repairs and Maintenance	3,873	20,000	19%
6670 · Equipment Maintenance		10,000	
6710 · Building Maintenance	58,026	50,000	116%
6720 · Grounds Maintenance	10,934	30,000	36%
6740 · Street Lights	16,921	50,000	34%
6750 · Sanitation Contract	123,730	250,000	49%
6760 · Landfill Fees	6,631	15,000	44%
6770 · Building Supplies	5,045	12,000	42%
6790 · Janitorial Services	7,899	36,000	22%
6825 · Membership	140		
6835 · Travel	762	500	152%
6860 · Shop Supplies	337	2,000	17%
6890 · Utilities	7,139	28,000	25%
Total Expense	610,269	1,160,518	53%
Net Ordinary Income	-610,269	-1,160,518	53%
Other Income/Expense			
Other Expense			
6970 · Capital Outlay			
6979 · Highway User Projects	39,187	150,000	26%
Total 6970 · Capital Outlay	39,187	150,000	26%
Total Other Expense	39,187	150,000	26%
Net Other Income	-39,187	-150,000	26%
Net Income	-649,455	-1,310,518	50%

ARPA Cumulative Expense Summary as of: 12/31/2024

Summary	FY22	FY23	FY24	FY25	Total Expended	
Compensation	94,840	528,436	668,291		1,291,567	
Community Asst				10,863	10,863	
Rental/Mortgage	138,633	1,052,465	502,841		1,693,939	
Business/Non Profit		44,485	15,000		59,485	Cumulative Program Expen
Food Assistance		17,308	56,465	50,522	124,295	1,291,567 30%
Monitoring			19,872	917	20,789	1,988,750 46%
Trauma Kits		46,919			46,919	766,616 18%
Computer	31,521	24,831	20,031		76,383	230,996 5%
Grounds Maintenance			28,601		28,601	4,277,929 100%
Capital - Police	49,331	234,048			283,379	
Capital - Other		378,117	-	11,247	389,364	
Contractual	11,969	29,492	78,976	5,575	126,012	
Senior Buildings		3,000	3,000		6,000	
Supplies	18,058	-	8,402		26,460	
Public Works Equipment	-	-	93,873	-	93,873	

ARPA Totals	344,352	2,359,101	1,495,352	79,124	4,277,929	87%
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Total Award	4,933,972	
Cumulative Expended	4,277,929	87%
Balance of Awarded ARPA Funds (without earned interest)	656,043	13%

Planned Use of Remaining ARPA Funds		
Holiday Food Assistance		Projected ARPA Closeout
Community Events YTD - Town and PD		1,291,567 26%
Employee Recognition		1,988,750 40%
Flood Project - County	500,000	1,422,659 29%
(3) Police Radios (\$15,684 total cost)	15,071	230,996 5%
Replacement PD Vehicles - (Ram and 2 SUV's)	140,972	4,933,972 100%
Total Planned Expenditures by Dec. 31st	656,043	
Balance of ARPA Funds (+/-)	-	

Cash Reconciliation	
Unspent ARPA Funds	656,043
Interest Earned (General Fund revenues, not reported for ARPA)	244,588
FY25 expenditures not transferred out to General Fund	79,124
Cash in Bank as of Dec 31, 2024	979,755



# Agenda Item Summary Report

<b>Meeting Date:</b> January 13, 2025	<b>Submitted by:</b> Michelle Bailey Hedgepeth, Town Administrator
<b>Item Title:</b> Resolution 13-2025: A Resolution changing the Town's Resident Agent to Regine Watson, Town Clerk.	
<b>Resolution 13-2025:</b> A RESOLUTION OF THE TOWN COUNCIL OF BLADENSBURG, MARYLAND, DECLARING REGINE WATSON AS THE TOWN OF BLADENSBURG'S RESIDENT AGENT AND REPLACING THE PREVIOUS RESIDENT AGENT IN ACCORDANCE WITH MARYLAND LAW.	
<b>Work Session Item</b> <input checked="" type="checkbox"/> <b>Council Meeting Item</b> <input checked="" type="checkbox"/>	<b>Documentation Attached:</b> Resolution
<b>Recommended Action:</b>	
Staff recommend appointing Regine Watson as the Town of Bladensburg's Resident Agent and replacing the previous resident agent in accordance with Maryland Law.	
<b>Item Summary:</b> Accordance to Maryland Law, the Town is required to designate a Resident Agent for the Town. The previous town clerk was the designated representative and retired in 2021. To comply with Maryland law and ensure proper administration staff recommend the Council to designate the new Town Clerk, Regine Watson, to serve as the town's designated Resident Agent.	
<b>Budgeted Item:</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> <b>Budgeted Amount:</b> NA <b>One-Time Cost:</b> <b>Ongoing Cost:</b>	<b>Continued Date:</b>
<b>Council Priority:</b> Yes <input type="checkbox"/> No <input type="checkbox"/>	<b>Approved Date:</b>



## Town of Bladensburg, Maryland

### RESOLUTION NO. 13-2025

**Date Introduced:** January 13, 2025

**Date Adopted:** January 13, 2025

**Date Effective:** January 13, 2025

**A RESOLUTION OF THE TOWN COUNCIL OF BLADENSBURG, MARYLAND, DECLARING REGINE WATSON AS THE TOWN OF BLADENSBURG'S RESIDENT AGENT AND REPLACING THE PREVIOUS RESIDENT AGENT IN ACCORDANCE WITH MARYLAND LAW**

WHEREAS, in accordance with Maryland law, the Town of Bladensburg, Maryland (the "Town"), is required to designate a Resident Agent for the Town; and

WHEREAS, the Town previously designated Patricia McCauley as the Resident Agent for the Town, who served in this capacity for over 25 years before her retirement in 2021; and

WHEREAS, the Town appointed Regine Watson as Clerk on September 9, 2024, for the Town of Bladensburg and has assumed the responsibilities of this office; and

WHEREAS, in order to comply with Maryland law and ensure proper administration, the Town Council desires to designate Regine Watson as the new Resident Agent for the Town.

NOW, THEREFORE, BE IT RESOLVED by the Town Council of Bladensburg, Maryland, as follows:

1. **Designation of Resident Agent:** The Town of Bladensburg, Maryland, hereby designates Regine Watson as the Town's Resident Agent effective immediately.
2. **Filing with the Maryland Department of Assessments and Taxation:** The Town Clerk is directed to file the necessary documentation with the Maryland Department of Assessments and Taxation (SDAT) to formally update the Town's Resident Agent designation to Regine Watson.

BE IT FURTHER RESOLVED that this Resolution be and is hereby adopted this 13th Day of January 2025 and shall take effect immediately upon its adoption.

Attest:

\_\_\_\_\_  
Regine Watson  
Town Clerk

\_\_\_\_\_  
Takisha D. James, Mayor



## Agenda Item Summary Report

<b>Meeting Date:</b> January 13, 2025	<b>Submitted by:</b> Regine Watson, Town Clerk
<b>Item Title: Board of Supervisors of Elections (BOSOE) Update   January 2025</b>	
Board of Supervisors of Elections (BOSOE) Update   January 2025	
<b>Work Session Item [X]</b> <b>Council Meeting Item [X]</b>	<b>Documentation Attached:</b> BOSOE Attachments
<b>Recommended Action:</b>	
Information Only: Update on Activities: Appointment and Re-appointment to the Board.	
<p><b>Summary:</b> The Board of Supervisors of Elections met online over the last several months to address the issues raised by the Council and Community regarding the 2023 Election Process. Throughout these meetings, the BOSOE has thoughtfully discussed and developed processes and guidelines to not only clarify issues but also provide a framework that can be used for future elections.</p> <p>Most recently, the board has tackled the following items:</p> <ol style="list-style-type: none"> <li>1. Finalizing the BOSOE Handbook</li> <li>2. Judge's Manual Handbook</li> </ol> <p>With the Election slowly ahead of us, I am bringing to the Council the first set of appointments for the BOSOE and Ethics Commission. The attached residents have shown an interest in serving on the Boards.</p> <p>I am available to answer any questions the Council may have.</p>	
<b>Budgeted Item:</b> Yes [ ] No [X] <b>Budgeted Amount:</b> \$ NA <b>One-Time Cost:</b> NA <b>Ongoing Cost:</b>	<b>Continued Date:</b>
<b>Council Priority:</b> Yes [ ] No [ ]	<b>Approved Date:</b>



## Town of Bladensburg, Maryland

### RESOLUTION NO. 14-2025

**Date Introduced:** January 13, 2025

**Date Adopted:** January 13, 2025

**Date Effective:** January 13, 2025

**A RESOLUTION OF THE TOWN COUNCIL OF BLADENSBURG APPOINTING MEMBERS TO THE BOARD OF SUPERVISORS OF ELECTION FOR A TERM BEGINNING MARCH 1, 2025, AND ENDING FEBRUARY 28, 2027**

**WHEREAS**, the Town of Bladensburg is committed to maintaining free and fair elections to ensure the integrity of the electoral process; and

**WHEREAS**, the Board of Supervisors of Election (BOSOE) serves as the official election body for the Town, offering their time and talents to oversee the administration of municipal elections; and

**WHEREAS**, the BOSOE is responsible for evaluating and developing election-related materials, meeting monthly as needed, and working collaboratively with the Town Clerk and Town staff to ensure the proper administration of elections; and

**WHEREAS**, the BOSOE will oversee the next municipal election, scheduled to occur on Tuesday, October 7, 2025; and

**WHEREAS**, the Town Council recognizes the dedication and contributions of the Town's residents who serve on this important board.

**NOW, THEREFORE, BE IT RESOLVED** by the Town Council of Bladensburg that the following residents are hereby appointed to serve on the Board of Supervisors of Election for a term beginning March 1, 2025, and ending February 28, 2027:

1. **Elizabeth Saunders**
2. **Carletta L. Lundy**

**BE IT FURTHER RESOLVED** that the Town Council expresses its gratitude to these individuals for their commitment to ensuring the integrity and transparency of the electoral process in the Town of Bladensburg.

**BE IT FURTHER RESOLVED** that this Resolution be and is hereby adopted this 13th Day of January 2025 and shall take effect immediately upon its adoption.

Attest:

\_\_\_\_\_  
Regine Watson  
Town Clerk

\_\_\_\_\_  
Takisha D. James, Mayor



## Town of Bladensburg, Maryland

### RESOLUTION NO. 15-2025

Date Introduced: January 13, 2025

Date Adopted: January 13, 2025

Date Effective: January 13, 2025

#### **A RESOLUTION OF THE TOWN COUNCIL OF BLADENSBURG APPOINTING MEMBERS TO THE TOWN ETHICS COMMISSION FOR A TERM BEGINNING MARCH 1, 2025, AND ENDING FEBRUARY 28, 2027**

**WHEREAS**, the Town of Bladensburg is committed to upholding ethical standards and ensuring transparency and accountability in Town governance; and

**WHEREAS**, the Town Ethics Commission serves as the body responsible for reviewing and maintaining the ethical conduct and standards for Town staff, officials, and volunteers; and

**WHEREAS**, the Ethics Commission reviews annual submissions and reports, offers general ethical guidance, and supports the Town's commitment to integrity, and fairness; and

**WHEREAS**, the Town Council recognizes this Commission's importance and appreciates its members' dedication.

**NOW, THEREFORE, BE IT RESOLVED** by the Town Council of Bladensburg that the following individuals are hereby appointed to serve as members of the Town Ethics Commission for a term beginning March 1, 2025, and ending February 28, 2027:

1. **Brandon Newsome**
2. **Kenrimu Ughiovhe**
3. **Walter Lee James**
4. **Daryl Davis**

**BE IT FURTHER RESOLVED** that the Town Council expresses its gratitude to these appointees for their willingness to serve and contribute to maintaining the ethical standards of the Town of Bladensburg.

**BE IT FURTHER RESOLVED** that this Resolution be and is hereby adopted this 13th Day of January 2025 and shall take effect immediately upon its adoption.

Attest:

\_\_\_\_\_  
Regine Watson  
Town Clerk

\_\_\_\_\_  
Takisha D. James, Mayor





# Agenda Item Summary Report

<b>Meeting Date:</b> January 13, 2025	<b>Submitted by:</b> Regine Watson, Town Clerk
<b>Item Title:</b> Resolution 015-2025   Appointment of Ethics Commission Members for 2025 - 2027	
A RESOLUTION OF THE TOWN COUNCIL OF BLADENSBURG APPOINTING MEMBERS TO THE TOWN ETHICS COMMISSION FOR A TERM BEGINNING MARCH 1, 2025, AND ENDING FEBRUARY 28, 2027	
<b>Work Session Item [X]</b> <b>Council Meeting Item [X]</b>	<b>Documentation Attached:</b> Ethics Resolution
<b>Recommended Action:</b>	
Approve the appointment of members to the Ethics Commission for the term of March 1. 2025 – February 28, 2027.	
<b>Summary:</b> The town must appoint new members to the Ethics Commission every two years. This resolution seeks Council approval to appoint the following members to the boards. Ms. Bruno resigned from her position on the Ethics Commission on January 7, 2025.	
<b>Candidate Name</b>	<b>Reappointment / New Appointment</b>
Brandon Newsome	Appointment
Kenrimu Ughiovhe	Appointment
Walter Lee James	Appointment
Daryl Davis	Appointment
The town clerk will be able to answer any questions during this meeting.	
<b>Budgeted Item:</b> Yes [ ] No [X] <b>Budgeted Amount:</b> \$ NA <b>One-Time Cost:</b> NA <b>Ongoing Cost:</b>	<b>Continued Date:</b>
<b>Council Priority:</b> Yes [ ] No [ ]	<b>Approved Date:</b>



# Agenda Item Summary Report

**Meeting Date:**  
January 13, 2025

**Submitted by:**  
Michelle Bailey Hedgepeth, Town Administrator

## Item Title: **Bostwick House Update | ULI Report Final – January 2025**

An update on the Final Report from the Urban Land Institute (ULI) Technical Assistance Panel (TAP) on the Bostwick, which was conducted in April 2024

**Work Session Item [X ]**  
**Council Meeting Item [X]**

**Documentation Attached:**  
TAP Report

## **Recommended Action:**

INFORMATION ONLY: The Council will meet at a later date to discuss the next steps on this project. Staff is currently working on a myriad of stabilization projects and another study that will be ready by March 2024.

## **Summary for the Town Council of Bladensburg: Bostwick Adaptive Reuse Plan**

**Overview:** Bostwick House is located at 3901 48th Street in Bladensburg, MD, is a historic property dating from the 18th to 20th centuries. The Town of Bladensburg has owned it for over 30 years, and numerous studies have been conducted to identify a conceptual use plan. Recent efforts have focused on adaptive reuse to activate the property, preserve its historical integrity, and integrate it as a community asset.

**Historical Context:** The Town of Bladensburg has evolved from its origins as a deep-water port in 1742 to a diverse community in Prince George's County, with 45% African American and 45% Latino residents. The population includes a mix of white- and blue-collar workers in various professions.

## **Goals for Bostwick:**

1. **Activation and Preservation:** Develop uses that respect Bostwick's historic character while creating economic and community value.
2. **Accessibility and Placemaking:** Enhance connections to the broader community and establish Bostwick as a meaningful local anchor.
3. **Historic Interpretation:** Leverage Bostwick's rich history, including its connections to trade, slavery, and military events, for education and cultural engagement.

## **Current Partnerships:**

The Town benefits from collaboration with:

- **Aman Memorial Trust**
- **University of Maryland**

- **Anacostia Watershed Society**  
Additionally, preservation easements held by the Maryland Historical Trust and M-NCPPC ensure oversight of proposed changes.

**Technical Assistance Panel (TAP):**  
The Urban Land Institute’s TAP provided recommendations after a two-day deliberation, informed by stakeholders from the community, government, and private sector. Their insights focused on economic vitality, adaptive reuse, open space, and community engagement.

**Proposed Adaptive Reuse Concepts:**  
Potential uses for Bostwick include:

- Urban farming
- Educational and cultural centers
- Event and community gathering spaces

**Next Steps:**  
To ensure Bostwick’s future as a community and cultural asset, the Town must prioritize collaboration with its partners, explore funding opportunities, and refine proposals for adaptive reuse that balance preservation with community needs.

The Town Administrator will be able to answer questions from the Council.

<b>Budgeted Item:</b> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	<b>Continued Date:</b>
<b>Budgeted Amount:</b>	
<b>One-Time Cost:</b> NA	
<b>Ongoing Cost:</b> NA	
<b>Council Priority:</b> Yes <input type="checkbox"/> No <input type="checkbox"/>	
	<b>Approved Date:</b>





# THE FUTURE OF BOSTWICK

Bladensburg, MD

Technical Assistance Panel Report | April 17 –18, 2024



# About

## Urban Land Institute

Urban Land Institute is a global, member-driven organization comprising more than 48,000 real estate and urban development professionals dedicated to advancing the Institute's mission of shaping the future of the built environment for transformative impact in communities worldwide. ULI's interdisciplinary membership represents all aspects of the industry, including developers, property owners, investors, architects, urban planners, public officials, real estate brokers, appraisers, attorneys, engineers, financiers, and academics. Established in 1936, the Institute has a presence in the Americas, Europe, and Asia Pacific regions, with members in 84 countries.

Cover photo: Bostwick House (Town of Bladensburg)

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## ULI Washington

About ULI Washington

ULI Washington is one of ULI's largest District Councils worldwide, with over 2,000 members. We welcome membership and participation from individuals who share our commitment to responsible land use to sustain the growth and prosperity of the National Capital region. The opportunity to influence local land use policy remains the focus and achievement of ULI Washington.

### ULI Washington Leadership

#### **Anthony Chang**

ULI Washington Chair  
Managing Director  
Silverline Equities

#### **Deborah Kerson Bilek**

Executive Director  
ULI Washington

### This study was sponsored by:

The Town of Bladensburg, MD

## Technical Assistance Panel (TAP) Program

The objective of ULI Washington's Technical Assistance Panel (TAP) program is to provide expert, multidisciplinary advice on land use and real estate issues facing public agencies and nonprofit organizations in the Metropolitan Washington Region. ULI Washington has completed over 65 technical assistance panels (TAPs) to date. Drawing from its extensive membership base, ULI Washington conducts two-day Panels offering objective and responsible advice to local decision-makers on a wide variety of land use and real estate issues, ranging from site-specific projects to public policy questions. The TAP program is intentionally flexible to provide a customized approach to specific land use and real estate issues. Learn more at [washington.uli.org](https://washington.uli.org).

#### **Joshua Olsen**

TAP Committee Co-Chair  
Senior Vice President for Acquisitions  
Monument Realty

#### **LaToya Thomas**

TAP Committee Co-Chair  
Principal & Founder  
Brick & Story

#### **St.Clair Williams**

TAP Committee Co-Chair  
Senior Planner, Urban Centers  
Fairfax County Department of Planning and Development

## About

### Technical Assistance Panel

#### Panel Chair

##### Rebecca Ballo

Historic Preservation Program Supervisor  
M-NCPPC, Montgomery County Planning  
Department

#### Panel Members

##### Jennie Black

HKS, Inc.

##### Brad Cambridge

Beyer Blinder Belle

##### Alecia Hill

FCP

##### Stacy Kaplowitz

Lincoln Avenue Communities

##### Ronnie McGhee

R. McGhee & Associates

##### Rayya Newman

Triple Line Studio

##### Shirl Spicer

M-NCPPC, Montgomery County Parks

#### ULI Washington Project Staff

##### Deborah Kerson Bilek

Executive Director  
ULI Washington

##### Marc Gazda

Manager, Urban and Regional Programs  
ULI Washington

## Acknowledgments

Section 7, Item C.

ULI Washington is grateful to The Town of Bladensburg for its sponsorship of this TAP and for the opportunity to help shape the future of this historic property.

Special thanks to Elizabeth Jo Lampl, consultant to the town of Bladensburg, for assisting in the scoping, planning, execution, and implementation of this TAP, as well as the preparation of the bulk of briefing materials provided to the Panel.

ULI Washington would also like to thank Town Administrator Michelle Bailey-Hedgepeth and Marketing Specialist Ray Jefferies from the Town of Bladensburg for their vision and invaluable assistance in bringing the TAP from an idea to reality.



The ULI TAP panel pictured on the steps of the Bostwick House.

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VIEW OF BOSTWICK LOOKING NORTHWEST, CRICA 1890  
COURTESY OF: TOWN OF BLADENSBURG



# Executive Summary

Bostwick needs a viable adaptive reuse plan. Located at 3901 48th Street in Bladensburg, MD, Bostwick is an extraordinary historic property with grounds and buildings from the 18th through 20th century. The Town of Bladensburg has engaged in several studies and strategic planning efforts over the last 30 years of ownership to develop a conceptual use and implementation plan for the main house and adjacent Bostwick property. The goal of this Technical Assistance Panel was to better activate the property, protect its character-defining features, and make it more of an asset.

Bladensburg has changed from a deep-water port town platted in 1742 to a dynamic and ethnically diverse community of Prince George's County. Bladensburg's population is 45% African American and 45% Latino. Its residents comprise a workforce of both white- and blue-collar jobs, with occupations as service providers, sales and office workers, and professionals.

Bostwick can become a community anchor through the right use(s) and connections that stretch beyond its fence line. The Town is fortunate to have stewardship partners in the Aman Memorial Trust, University of Maryland, and the Anacostia Watershed Society. The property is a designated historic site on the County's Illustrated Inventory of Historic Sites and Districts and the National Register of Historic Places. The Maryland Historical Trust and M-NCPPC hold preservation easements on the property.

The Town of Bladensburg requested assistance from the Urban Land Institute in the form of a Technical Assistance Panel (TAP) with the goal of finding the most viable use(s) for the house, agricultural outbuildings, and grounds in a concept that encompasses economic vitality, preservation and adaptive reuse, accessibility and connections, open space, meaningful historic interpretation, and placemaking. The Panel deliberated on these issues over the course of two days and presented its recommendations informed by input from community, municipal, and private sector stakeholders.

## Key terms

- Bostwick Property: A historic site in Bladensburg, Maryland, with a complex

history involving trade, slavery, and military events. It includes the Bostwick House and surrounding land.

- Preservation Efforts: The property is subject to preservation easements and any changes require approval from state and county agencies.
- Community Involvement: Various stakeholders, including government entities, non-profits, and the local community, are involved in the stewardship and planning for Bostwick's future.
- Adaptive Reuse: The town seeks viable uses for the property that respect its historical significance while serving the community's needs. Past proposals have included urban farming, educational centers, and event spaces.

Section 7, Item C.



The study area, shaded in green, as the new center of Bladensburg.

# Scope and Background

Bostwick House is one of the most documented sites in the region, though it's an enigma to many of the thousands of Bladensburg residents who pass it every day.

The Bostwick property today ("Parcel B") totals 7.74 acres and is the largest single property owned by the Town of Bladensburg. The best-known structure on the site is an imposing Georgian-style mansion that overlooks a wide lawn sweeping westward. Bostwick House and its accessory structures stretch out across a core site (the former "Parcel A") of 6.5 acres. The remaining 1.24 acres lies to the north on the former "Parcel 4." Bostwick sits on the west flank of Lowndes Hill, which rises 100 feet from the nearly sea-level Anacostia River and today is crowned by Bladensburg Elementary School.

The oldest parts of Bostwick House date to 1746, making it the oldest surviving structure

in Bladensburg. The house was built by merchant Christopher Lowndes, with a commanding view over the busy port, market, and factories of Bladensburg, including Lowndes' rope-making factory. Lowndes also traded in enslaved people and owned 37 enslaved persons by the time of his death in 1785.

The house continued to change over the next two and a half decades, with many changes well-documented, while others have been deduced by architectural historians and archaeologists over decades of study. The second owners of the house, Benjamin and Rebecca Stoddert, added the north kitchen wing and south buttress to stabilize the failing exterior wall. The fourth owners, the Stephen/Dieudonne family, added dormers to the attic story as well as art on the panels in the South Parlor. The fifth owners, the Kyner/Cristofane family, built the western porch,

installed a new window on the east, and reoriented the house to present a public face to the west, including terraces with retaining walls. The Kyner family also demolished several outbuildings, which led to a repurposing of the freestanding buildings that remained on the property.

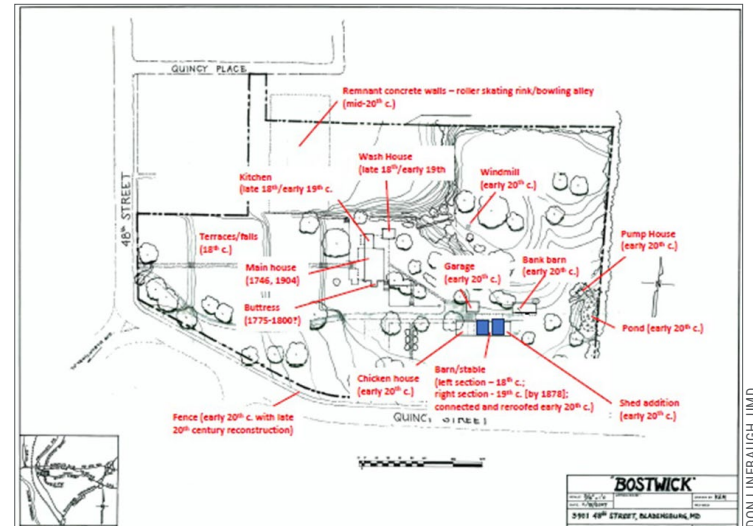
Bostwick is one of many historical sites in the Town of Bladensburg, which include the Hilleary-Magruder House, the Market Master House, the Peace Cross, and the nearby hot air balloon and Dueling Grounds historic markers.

## Bostwick Under Town Ownership

The Town of Bladensburg bought Bostwick, including the house, grounds, and outbuildings, in 1997. Since then, dozens of studies have been performed on the property, including through a partnership with the Aman Memorial Trust, ongoing work to determine the best path



Parcel 4 highlighted on an aerial view of the Bostwick property



Periods of construction of the various elements on the Bostwick site

forward. Bostwick is the largest site the Town owns, and the deteriorating buildings incur large costs to the Town to maintain, which have predominantly been covered by grants.

For years, proposals to use the Bostwick house as a museum or event space have cycled in and out, but none have shown a clear path forward that would be economically sustainable, operationally viable, and link the cultural vitality of the house and property to the community. Parcel 4 represents an opportunity to develop a portion of the Bostwick site with supporting and/or supplementary uses to unlock this potential.

One of the primary resources the Panel examined Information on Bladensburg's economics was the [Bladensburg Market Feasibility and Economic Analysis](#), May 2022 (Maryland-National Capital Park and Planning Commission, Prince George's County Planning Department).

The Panel made note of several key market conditions highlighted in this report:

- In Prince George's County there is still an abundance of development opportunities around Metro stations. Redevelopment in Bladensburg must compete with existing and future transit-oriented projects.
- Renters seeking housing in Bladensburg have similar options with similar amenities and options in a 5- to 10-mile drive—the Residential Primary Trade Area

(or Residential Market Area). Many are accessible by Metro.

- The Town of Bladensburg has a lower median per capita income than the average within Prince George's County at \$46,049 (source: Prince George's County Planning Department). Multifamily housing is also more abundant in Bladensburg than the County average, with a far greater share of buildings containing 2-19 units.
- The study area can support a rental residential project of 133–158 units with an average rent of \$1,905 per month or \$2.50 per leasable square foot.

- The study area is well-positioned for convenience-oriented retail. The Retail Trade Area's high population density and MD 450 (Annapolis Road) traffic volume make it a logical location. The retail, however, will likely be discount-oriented, given trade area demographics.
- If a future mixed-use redevelopment project can leverage public subsidy there may be an opportunity to target a portion of the commercial space to local independent stores at below-market rents. Such an initiative would help to reinforce Bladensburg's brand as a dynamic and diverse community.

The Panel examined several other reports regarding Bladensburg's economic vitality more generally, outlined in the table below:

Name of Report	Year	Organization	Purpose	Link
Bladensburg Town Center Sector Plan	2007	M-NCPPC, Prince George's Planning	Planning Recommendations for central area of Bladensburg	<a href="#">Bladensburg Town Center Sector Plan   MNCPPC, MD</a>
Port Towns Sector Plan	2009	MNCPPC, Prince George's Planning	Planning Recommendations for Bladensburg, Colmar Manor, Cottage City, and Edmonston	<a href="#">Port Towns Sector Plan 2009</a>
Port Towns Sector Plan Update and SMA (updating of 2009 Sector Plan)	2023-2025	M-NCPPC, PG Planning	Sector Plan and SMA Bladensburg and other Port Towns	<a href="#">Port Towns Sector Plan Existing Conditions 2023</a>



Many previous planning efforts have explored various aspects of repurposing Bostwick. The reports the Panel examined most closely are summarized in this table at the bottom of this page.

## The Assignment

The Town brought in ULI Washington to conduct a Technical Assistance Panel to break out of this pattern and create an actionable plan to use and maintain the Bostwick House and grounds.

The Panel's task was four-fold:

1. Illustrate the Pros & Cons of viable adaptive reuse strategies for Bostwick
2. Identify and enhance the most meaningful physical and cultural connections to the Town
3. Develop financial incentives to make Bostwick attractive for development
4. Balance Historic Preservation goals with the need to serve the present community

## Questions

The Panel addressed four specific questions about the reuse of Bostwick:

- The first question revolved around finding an **Economically Viable Adaptive Reuse Strategy**:
  - What is the most viable use for the property that serves the community and adheres to Historic Preservation standards?
- The second dealt with the property's **Historic Relevance**:
  - How can the site's history be relevant to the Bladensburg community of today?
- Third, the Panel was asked to consider **Critical Connections**:
  - What are the ways to most effectively connect the property to adjacent and nearby cultural and recreational assets?
- The fourth question asked the Panel to ideate on **Financial Incentives**:
  - What financial incentives will ensure a viable long-term use of the property for reuse and ongoing maintenance?

Name of Study	Year	Organization	Purpose	Link
Feasibility Study for the Adaptive Use of the Bostwick House and Property	2002	RHI, Bay Area Economics, John Milner, A. Morton Thomas	Existing Conditions Analysis and Proposing Potential Uses Bostwick	<a href="#">Final Report</a>
Market Square: Bladensburg, Maryland, Volumes I- III: Real Estate Development Proposals, December 2010.)	2010	University of Maryland, Interdisciplinary Graduate Studio Project	Proposing Potential Uses Bostwick	<a href="#">Final Report</a>
Feasibility Study for the Future Use of the Bostwick Study, December 2011	2011	The University of Maryland School of Architecture and Planning and Preservation Graduate Program	Proposing Potential Uses Bostwick	<a href="#">Final Report</a>
Bostwick Final Report	2022	Neighborhood Design Center and Aman Memorial Trust	Future Guidance based on Community Stakeholder Engagement	<a href="#">Final Report</a>

## What We Heard

A critical portion of the TAP was the Stakeholder Roundtable Discussion session, where the Panel conducted interviews of those with a vested interest in Bostwick. In this session, the Panel posed questions to stakeholders based on each stakeholder group's perspective and experience with the property, the history thereof, and their knowledge about administrative processes relevant to this project that would inform the Panel's recommendations to the Town. Many varied interests across industries and sectors were represented at this session, and ultimately this feedback helped illuminate the most important strengths, weaknesses, opportunities, and challenges within this assignment.

The Panel summarized the input from stakeholders by highlighting the following major themes:

### Bladensburg is Special

- "Bladensburg is the greatest story never told"
- Bostwick and Bladensburg alike should be destinations, not designed to just pass through

### Procedure & Management of the Property Must be Intentional

- The process needs to be community-led
- The property needs a good operator

- With the right messaging, partnerships, and vision, historic easements can become less of a barrier

### The Use of Bostwick House and Grounds Must Reflect the Community's Needs

- There is a dire need to embrace and represent a Living History of Bostwick, and Bladensburg residents want this as well
- The new use has to be sustainable
- It needs to be a place for "Nurturing Nature & Life"
- Activate the whole site, not just the house
- Needs to be safe and accessible

Stakeholders largely echoed sentiments that the Town holds about the potential for Bostwick, including around the legacy and importance of the property in the Town's portfolio. One stakeholder had this to say, which resonated with the Panel: "It's been so long, so many grants... it's time to get that beautiful property restored so it can be a living, breathing part of our community. We have a responsibility to ensure that their legacy and story live on."

## Key Recommendations

The Panel recommended a four-fold approach for Bladensburg, expanding beyond the Bostwick site:

1. Leverage existing Town assets – not just the Bostwick property – including also existing parks, attractions, and the Town Hall properties.
2. Partner with a developer to build workforce housing, for rent and for sale, on Town properties.
3. Relocate the Municipal Center to the Bostwick property, to anchor the historic buildings and to make Bostwick a hub for both indoor and outdoor civic gatherings.
4. Reactivate Bostwick during the development process, to reconnect Bladensburg residents with the site and to establish it as a destination.

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## Strategic Vision: Bladensburg at Bostwick



The panel's assignment centered on identifying an economically viable adaptive reuse strategy for Bostwick House. The panel identified that Bostwick House must be part of a vision and strategy for all of downtown Bladensburg, going beyond the walls of Bostwick.

For decades, many stakeholders have pinned their hopes on a single private-sector user who could rescue Bostwick in one fell swoop. The Panel asserted that a quick-fix solution has not materialized in the past two decades, and will not materialize in the next two. Instead, the Panel argued that the party that has proven to have the time, patience, and commitment to take on the task of Bostwick is the Town itself – if the Town can grow its own capacity and become the savior that Bostwick needs.

The path forward recommended by the Panel includes:

- Programming the Bostwick grounds as an interim step to reinvigorate the site, integrate the site into the daily life of the Port Towns area, and complement existing parks.
- Knitting together Bladensburg's numerous historic and scenic sites into a Downtown Bladensburg Loop, with improved pedestrian connections to surmount obstacles.
- Reimagining multiple underused Town assets through a public-private redevelopment partnership, notably the



Illustration of the west terraces at Bostwick.

current Town Hall site on Edmonston Road and Parcel 4 north of Bostwick House. The partnership can also incorporate sites facing Annapolis Road, including the town-owned 4719 Annapolis Rd. and the rear parking area for Douglas Development's shopping center at 4813-4907 Annapolis Rd.

- Ultimately, moving the existing Town Hall and associated civic uses to the Bostwick property, perhaps into a new

structure adjacent to but sympathetic to Bostwick House or into a rejuvenated Bostwick House itself.

## Character Areas

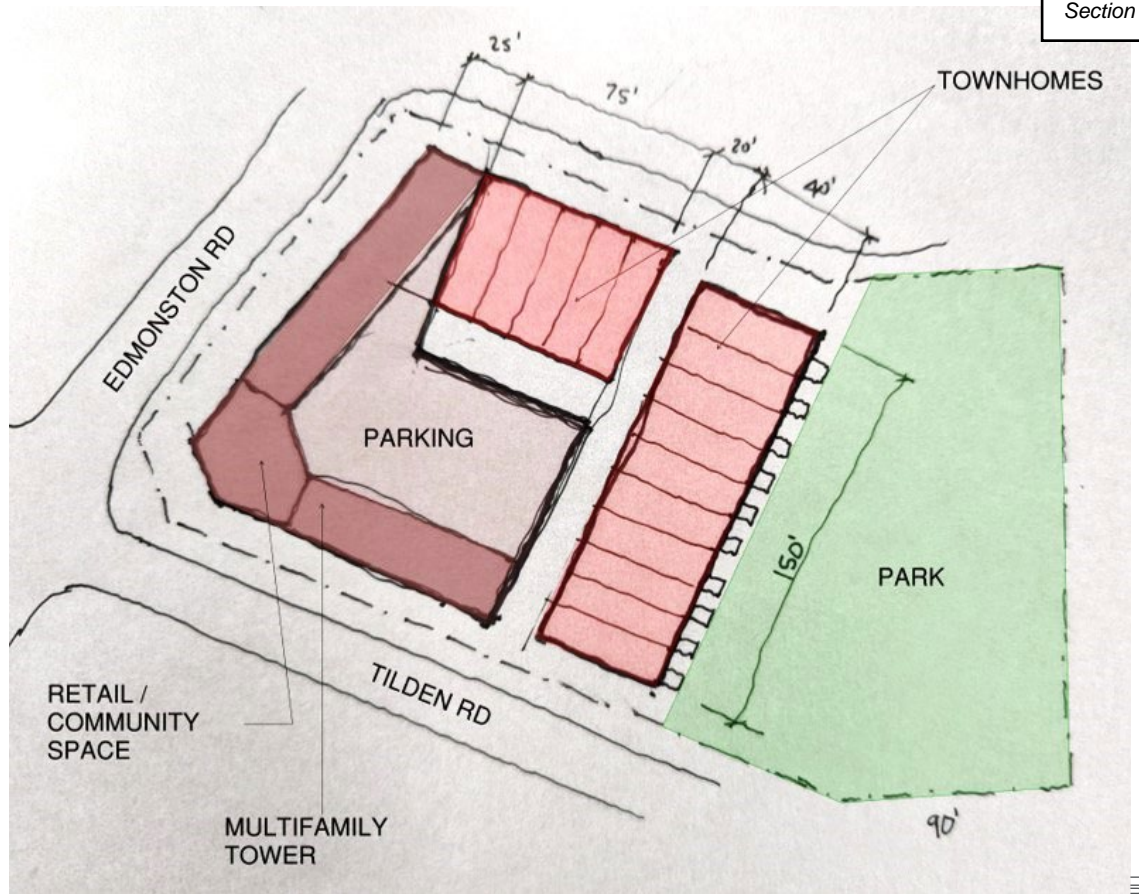
The panel identified three general character areas on the Town-owned Bostwick House property, each of which demands a different approach to historic preservation.

1. **Bostwick House:** the house, along with attached structures like the kitchen,

wash house, and buttress, and the front terraces. This area is of utmost architectural and historical importance. Changes to this area should be done with great care, and only minimally disrupt its formal visual character. This will be the most difficult and costly area to address, and therefore the panel recommended first gaining capital through investments elsewhere.

2. **The Bostwick Grounds:** the grounds south and east of the house, along with farm-related structures located southeast of the house, including a barn, stables, and a garage. This area is important in telling the story of Bostwick and Bladensburg as an agricultural hub – but its history has always been as a working landscape, with evidence of enslaved labor. With attention to historic preservation input and any necessary reviews, this area provides an opportunity to jump-start the process of establishing Bostwick as a public space for the Port Towns.

3. **Parcel 4:** the former commercial site located largely on the Bostwick property north of the house. Although this site has long been part of the Bostwick site, irreversible alterations during the 20th century mean that today, it is functionally and topographically easy to separate from the remainder of Bostwick. Tree cover and a steep slope physically and visually separate it, and it is easiest accessed



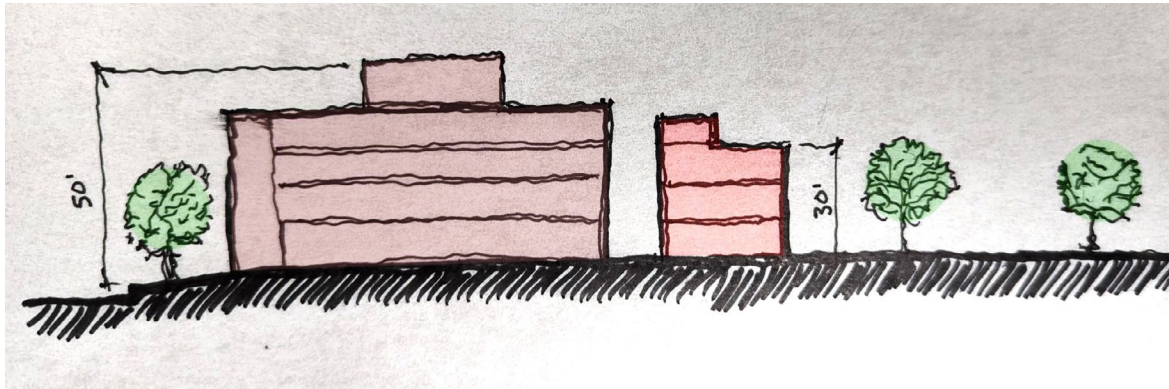
The Panel's proposal for developing 4229 Edmonston Rd.

from Quincy Place to the north rather than from Bostwick to the south. In the post-World War II era, it was developed for a commercial use (a popular roller-skating rink) and today can easily accommodate private uses without visually impacting the remainder of the Bostwick grounds. Indeed, its development would complement these plans by adding another access point to the north.

### 4229 Edmonston Rd

In addition to these three zones at Bostwick, the Panel suggested that the Town conceptualize a fourth property already in its inventory as part of the revitalization of the Bostwick grounds: the existing Town-owned site at 4229 Edmonston Road, which is currently the site of Town Hall and the compact, but well-loved, Town Park.





Proposed Building Form for mixed-use/multifamily residential development at 4229 Edmonston Road.



An illustration of similar townhouse developments in Alexandria, VA.

4229 Edmonston Road has several key features that would make it a prime development site if the Town Hall functions could move elsewhere. It is well-located just off Kenilworth Avenue, situated within an existing residential neighborhood with a street grid, and adjoining the charming David C. Harrington Community Park. Downtown Bladensburg deserves a larger park for civic events, and the Town of Bladensburg deserves a larger Town Hall. Bostwick should fulfill both of those needs, and in so doing can free up the 4229 Edmonston Road site for other uses.

4229 Edmonston Road is particularly well-suited for small-scale multifamily development, offering new and different housing choices to Bladensburg's diverse, mixed-income population:

- Townhouses along the north and east edges of the site could provide a lower-scaled, family-oriented frontage towards Harrington Park and Upshur Street. Townhouses have ready market acceptance in Prince George's County and could provide Bladensburg families with homeownership opportunities that require less maintenance than the detached houses typical of central Bladensburg.

- A mixed-use, 3-5 story building at the corner of Edmonston Road and Tilden Street could provide new apartments over the ground floor combining parking with perhaps a small space for a community center or a retailer. This building would face the commercial and civic uses around it (e.g., the fire department and gas station) and create new, high-quality rental housing appropriate for seniors or younger residents within walking distance of Downtown Bladensburg.

These two new housing types would complement and expand the Town's existing housing options, which currently include few choices aside from detached houses and large apartment complexes.

## Bostwick Property: A Civic Campus in Five Zones

The panel recommended a phased approach that ultimately transforms Bostwick into a civic campus with five distinct zones:

1. Bostwick House: a civic hub
2. Event Zone 1: "The Terraces," a zone for events and more formal gatherings
3. Event Zone 2: "The Orchard," a hilly event area for less formal gatherings adjacent to Bladensburg Elementary School
4. Artisan Zone: anchored by creators' workshops and buildings that provide services for the entire campus
5. Primary Redevelopment Zone: Otherwise known as Parcel 4, where the Panel recommended the development of Town Hall and townhouses

Each of these zones would have to be curated to form a unique identity. Specific recommendations for the phasing of activating each of these zones and the character recommended by the Panel follows here.

### Phasing

The ideal process recommended by the Panel would begin with reimagining the Bostwick Grounds character area as a public park for Downtown Bladensburg, connecting both the elementary school to its east, the commercial core to its north, and the waterfront to the west. Opening up the Bostwick Grounds to



Zones within the Bostwick Property as identified by the Panel.

the public presents an opportunity to begin almost immediately to unlock the site's potential. This can be done using relatively small investments in access, services, and programs, and without affecting the site's historic character.

Re-creating the Bostwick Grounds as a public park is key to a "friendraising" process for Bostwick that will carry other plans for the

site forward. As Bostwick becomes part of a broader community, that community will create a constituency that will create demand and bring resources to activate, connect, and ultimately renovate the property. "Friendraising" is not fundraising per se, but it ultimately serves that purpose: getting people onto the site generates revenue and creates funding opportunities because money follows people.



Having an active public park on the Bostwick Grounds is critical to generating private interest in developing Parcel 4 as the “Primary Redevelopment Zone,” and ultimately in creating a civic center at the Bostwick House.

## Year 1

The very first year of operation can be inaugurated with one small but key investment: toilets. Restroom facilities are necessary to comfortably invite people to the grounds for small and eventually larger events. The **garage** behind the house, which dates to the early 20th century, may be a good location for such restroom facilities. By working with historic preservation review agencies, the garage could be modified, or documented and removed, to be repurposed into public restrooms, including accessible toilets. A composting-toilet system could both eliminate the need for a new sewer connection and provide an environmental education tool. The garage can be selectively deconstructed down to its concrete slab, and repurposed into a public restroom with four stalls, two of which would be accessible. A composting-toilet system could both eliminate the need for a new sewer connection and provide an environmental education tool.

Capital costs can be partially met with grants from the Anacostia Trails Heritage Area or parkland funders, potentially matched by the Aman Memorial Trust or Town funds.

Existing users of the grounds can continue their current operations during this phase, as the grounds would only be opened for select events. The house and its surroundings should be secured, and stabilization activities should continue as needed.

A handful of public programs or festivals, centered around the **landscape**, can begin to bring people to the site to “Discover Bostwick.” These can generate a small amount of revenue to offset the costs of maintenance for the facilities and the grounds – but the Town will continue to need to fund maintenance of the site, as it does today.

## Years 2-3

Once the grounds are activated, the Town can begin to expand community events and tourism programming to highlight the site’s multicultural heritage and ecology.

Public programming should be expanded into a regular calendar that brings year-round activity to the site. A sample annual calendar could include four large, family-friendly outdoor events, aiming for an audience from across the Port Towns and beyond:

- Spring: environmental fair in April
- Summer: Independence Day (or Battle of Bladensburg commemoration)
- Fall: Harvest Festival and Founders Celebration

The **terraces**, (shown on the sketch as Event

Zone 1), which are within the Bostwick House character area, can host tents for performances, classes, and public history presentations. The **orchard** area on Lowndes Hill (shown on the sketch as Event Zone 2), with its rolling terrain and natural amphitheater, lends itself well to hands-on family activities and to youth-focused outdoor activities. The “hinge” of the site, connecting the two event lawns, includes the farm buildings – the **barn and stables** (shown on the sketch as the Artisan Zone) – and the garage. The buildings that comprise an “artisan zone” can house demonstrations of historic trades or ecological restoration inside, and the central pathway creates a natural focal point for a “midway” of vendor booths.

Events will require continuing efforts on the Town’s part to reach out to neighbors. The orchard can function as a backyard for Bladensburg Elementary School to the east. The school can collaborate on family centered programs, provide an access point and “front door” on Annapolis Road, and weekend parking. The two churches west across 48th Street – Grace of God Ministries International and Ministry International Cristo El Rey – should also be considered for event parking and outreach.

The Town should seek grants to cover the cost of hiring two, full-time special event coordinators who would arrange these year-round events, with a goal of having those programs break-even within two years – covering their costs as well as maintenance

of the facilities and grounds. Admission should be free in this time period, but nominal fees can be charged for vendors and for demonstration booths, and in later years, group programming could include events that generate revenue for the Town.

It is important to note that fees should be set to cover only operating costs, not capital costs – large public events are not meant to be fundraisers. Instead, a key goal is to use these events to create partnerships with community-based and faith-based groups throughout the Port Towns, and to bring those groups' members to experience Bostwick.

As part of this groundwork phase, the Town should identify research partners, including the University of Maryland and local genealogy research groups. These partners should launch a **research project** to learn more about the Lowndes family's trade in enslaved people, and in particular to identify descendants of enslaved families who lived at Bostwick. Their stories are critical to rounding out the site's history and making the site relevant to and reflective of today's audiences.

By the end of this stage, the Town should be seeing growing event attendance, revenues matching expenses, vendors and exhibitors returning year to year, and much higher awareness of Bostwick as a landmark. The vendors will help to build a business community around the site.

### Years 3-4

As outdoor events become established and

grow in popularity, the physical footprint can be expanded. Vendors and exhibits can expand onto the terraces in front of the house. As use of the terraces expands, **selective street closures** during events surrounding Bostwick, particularly of 48th Street to the west and Quincy Street to the south, can expand safe pedestrian circulation space without impeding traffic flow. If events grow to require off-site parking, activity vans or buses can be rented from area churches to provide parking shuttles.

Once the site has been established as a place for a unique kind of commercial and community-oriented activity, the **barn and stables** can be rehabilitated to provide a permanent, year-round space for practicing historic trades. These historic accessory structures can remain as unconditioned space and already have basic utility access, including electricity and new composting toilets. Structural repairs and selective interior reconfiguration would make them viable locations for part-time workshops at a relatively modest cost.

The broader research project on Bostwick's social and public history should begin to bear some fruit by this time, and the events would provide a venue for sharing these findings.

### Year 5 and Beyond

Only after the site becomes a locus of year-round activity should the Town begin focusing on the capital-intensive work necessary to rehabilitate Bostwick House and

its additions.

This work, too, can be phased. The immediately adjacent outbuilding in the best condition is the **wash house**, which had been rehabilitated in recent decades to serve as an apartment and, as such, is the only part of the house complex with somewhat modern plumbing and air conditioning. However, it will need accessibility improvements and general restoration before being opened to the public.

This structure would make an apt location for a small field school in historic architecture and building trades, and the University of Maryland may be able to partner with the Town to relocate the existing programs from the house into a more comfortable permanent space. Additional capital assistance may be available from the Maryland Heritage Areas Authority, on a matching-funds basis. Income from renting out this space can offset the cost of grounds maintenance and utilities.

The research project will have generated published findings by this time and can begin to inform additional public interpretive materials on the grounds.

## The Core: Primary Development Zone/Parcel 4 and Bostwick House

The Panel's ultimate vision is for the Town to relocate its civic campus to Bostwick – moving the heart of town to its most historic structure and its grounds. The **Bostwick House** itself could serve as a ceremonial adjunct to Town Hall, which would accomplish its day-to-day functions in

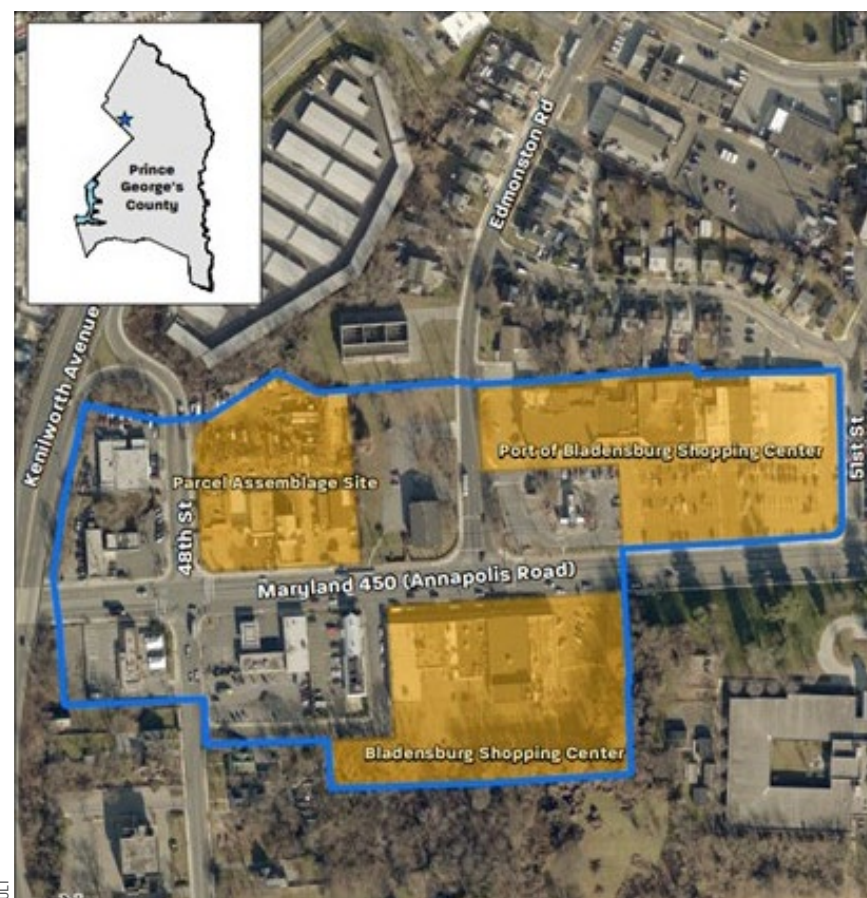
a neighboring, purpose-built building. Modern building codes, especially those regarding accessibility and load bearing walls, make it challenging, but not impossible for Bostwick House to be used for large public assemblies, so uses of the House beyond municipal offices may be limited to smaller group meeting spaces and smaller event spaces. Once the Town has a presence or commitment to occupy the site, the Town will determine the best uses for Bostwick House.

## Programming the House and Grounds

The Panel recommended that the new Bladensburg Town Hall have a well-defined program before the RFQ process begins. That program will be defined partly by the Town's needs, as well as by limits set by funding – much of which will be competitive and may require long lead times. The Panel identified that at a minimum, the program of the house



The Panel's proposal for 18 duplex townhouses and a 2-to-3-story municipal building including Town Hall and Police Station on Parcel 4.



Bladensburg Shopping Center.



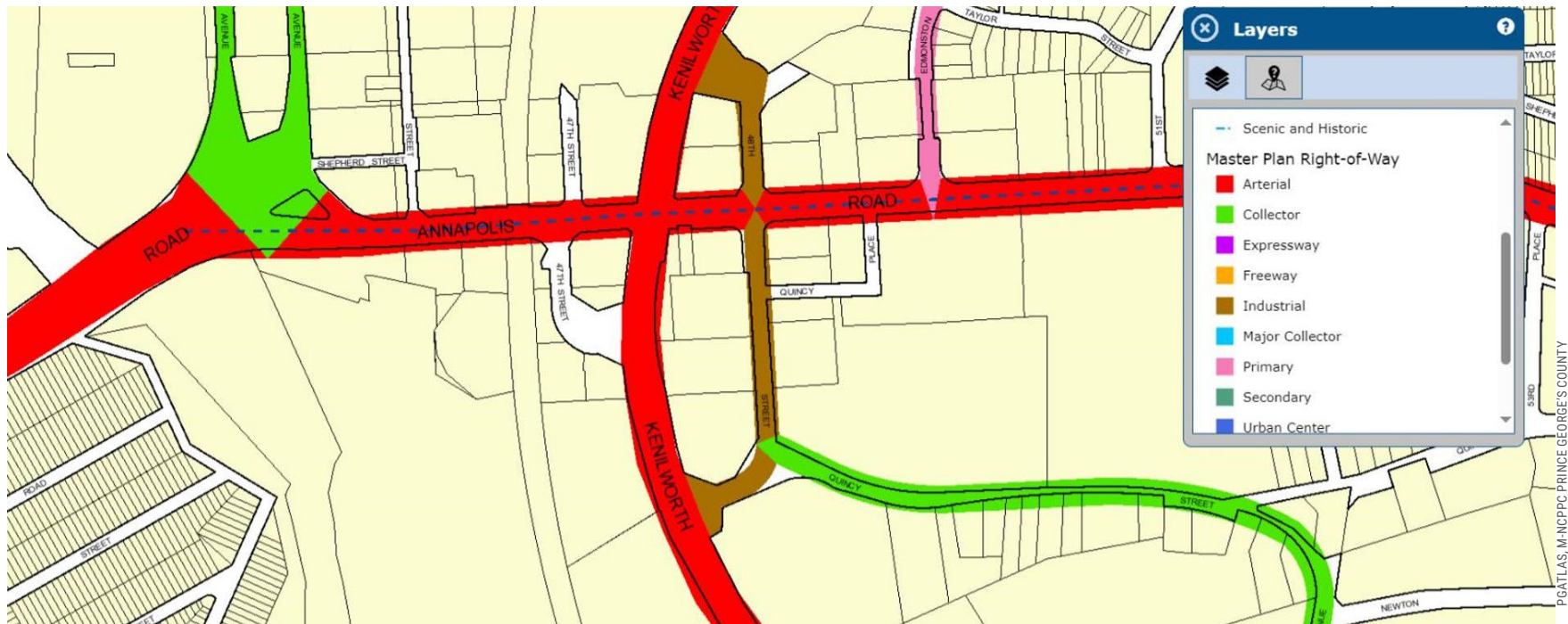
itself will need to be expanded beyond the conceptions laid out previously, such as a wedding venue or event center. The Panel's recommended vision – and any sustainable long-term use of the rehabilitation and maintenance of the property – would become viable if the house and grounds were home to municipal-backed uses which could include the coordination of group meetings, gatherings, and events on the property. As part of defining this program, the Town should first identify and outline the project's critical path – the tasks that are necessary to complete the project. It should evaluate and compare the requirements set by different funding sources, as well as their differing

timelines, and set those as milestone dates.

The value of **Parcel 4** as a development site also will have become more apparent after the site surrounding it has been activated. It offers the closest road entrance to Bostwick House, effectively creating a "side door" entrance to the house and to the orchard. It is large enough (having once accommodated a roller-skating rink) for institutional-scale development. Its topography means that new buildings on the site will be almost invisible from Bostwick. It had previously been developed.

The panel recommended that the Town not fix the ultimate set of uses on Parcel 4 at this time, but rather that those uses should emerge through the public-private redevelopment process.

The panel illustrated how Parcel 4 could fit a new Town of Bladensburg civic building (combining both Town Hall offices with the police station), townhouse-scale residential, and structured or at-grade parking serving the entire site. The residences could neatly fit behind the existing tree line, facing the Bostwick terrace from the side and having front doors facing the lawn. In this concept, they would be family-sized, for-sale, stacked townhouse units, offering a townhouse scale but at a higher density.



Existing roadway hierarchy connecting to the study area

The shopping center between Parcel 4 and Annapolis Road may present a redevelopment opportunity complementing Parcel 4, but full redevelopment is not necessary to unlock Bostwick's potential. An arrangement that shares parking and road access would benefit all parties.

The Town should keep in mind throughout this process that no single user of Bostwick House will bring with it the capital needed to restore the house. No such use has emerged during the past few decades of plans. Instead, both the capital and the future uses will emerge through the Town's continued exploration of many different funding sources, as well as private sector and community partners, towards the goal of activating the house and grounds. Instead,

both the capital and the future uses should be informed by community need and interest in the activities and spaces proposed in this report programmed around the house. For accessibility and funding reasons, renovation of the House should be paired with development of Parcel 4.

## Connect from the Outside In

The story of Bostwick is also the story of Bladensburg. The house atop the hill crowned the early town – overlooking its seaport, its industries, and the market that thrived at the junction between its river and roads. The Panel highlighted the opportunity to create a narrative for Bostwick that does not ignore the site's history as a place where enslaved persons were bought and sold but embraces

Bladensburg's multicultural present. J Bostwick's past draws upon Bladensburg, Bostwick's future requires reintegrating the town fabric of Bladensburg beyond the house's existing site.

The Port Towns Sector Plan process has identified "downtown Bladensburg" as a key asset and opportunity for the entire region. Bladensburg has a wealth of historic sites and neighborhood amenities. Within a half-mile of Kenilworth Avenue and Annapolis Road are such historic sites and community-oriented amenities as the Peace Cross and Bladensburg Waterfront Park, Bostwick itself, notable retail along Annapolis Road, Bladensburg Elementary School, library, and the existing Town Hall.



An example of an appropriate crosswalk from West Capitol Avenue in West Sacramento, CA.



Pedestrian Safety Islands make crossing both wide and narrow streets more comfortable and safe



Bladensburg first thrived as a crossroads between travel modes. That history is inscribed in the names of Annapolis Road, Bladensburg (to Washington) Road, and Baltimore Avenue. Yet all those roads leading to Bladensburg are both a blessing and a curse: over the decades, those transportation links grew into barriers to connections within the town and severed the town's urban fabric. The CSX railroad and several state-owned highways – particularly Kenilworth Avenue, Baltimore Avenue, and Annapolis Road – were optimized for through travel rather than local traffic and are formidable barriers for travel within Bladensburg by any mode.

These routes should be reimagined as connections between not only the key historic sites within Bladensburg, but also between its neighborhoods and the broader region. Both Annapolis Road and Kenilworth Avenue have averaged at about 32,000 vehicles per day for the past decade, but have road designs appropriate for higher volumes (source: MDOT State Highway Administration). That design encourages speeding and results in dangerous conflicts, especially for pedestrians and cyclists attempting to cross.

Annapolis Road deserves special attention - it is Bladensburg's main commercial artery, the original and most direct east-west link between the riverfront and the town's neighborhoods, and the most intractable barrier between the Bostwick site and the neighborhoods. Today, it is a busy five-lane highway lined with parking lots and drive-throughs – but also the new Bladensburg Branch Library, historic sites like the Market Master House and Hilleary-Magruder House, and the principal access to the Waterfront Park. Its current design also does not serve residents well, and it is among the highest-injury road corridors in the county.

**Annapolis Road** can evolve into a Main Street for Bladensburg with both thoughtful urban design and ongoing public and private investments. Stakeholders indicated that the Maryland State Highway Administration would be amenable to improving Annapolis Road. It is part of a designated Scenic Byway linking historic sites related to the War of 1812.

These roads' traffic volumes are higher than the 20,000 vehicles per day that is current Federal Highway Administration guidance

for applicability of "road diet" traffic calibrations and treatments, but road diets have successfully improved safety on roads with traffic levels nearly as high.

Improved crosswalks can improve safety and access between businesses on opposite sides of Annapolis Road. They can also provide an opportunity for public art that announces a distinctive place to passing motorists.

Access management, a term for combining more turning movements into fewer locations and removing curb cuts, would improve safety for both motorists and pedestrians while creating more opportunities for streetscaping along the sidewalks and in the existing left-turn lane, where median refuge islands for pedestrians could be added.

Over time, the auto-oriented environment along Annapolis can be retrofitted into a more pedestrian-oriented pattern, either through incremental additions to existing structures or redevelopment of parcels. The new library is one anchor that points the way towards a more pedestrian-oriented Annapolis Road streetscape. The city-owned site at the southwest corner of Annapolis and 48th Street is another.

**Kenilworth Avenue** and the **CSX** railroad tracks present a twin barrier between the center of Bladensburg, including the Bostwick site, and the Anacostia river trail. Pedestrians can pass below both at Annapolis Road, but the combination of a dark and uninviting overpass and high-speed ramps means few are willing to brave the risky walk.

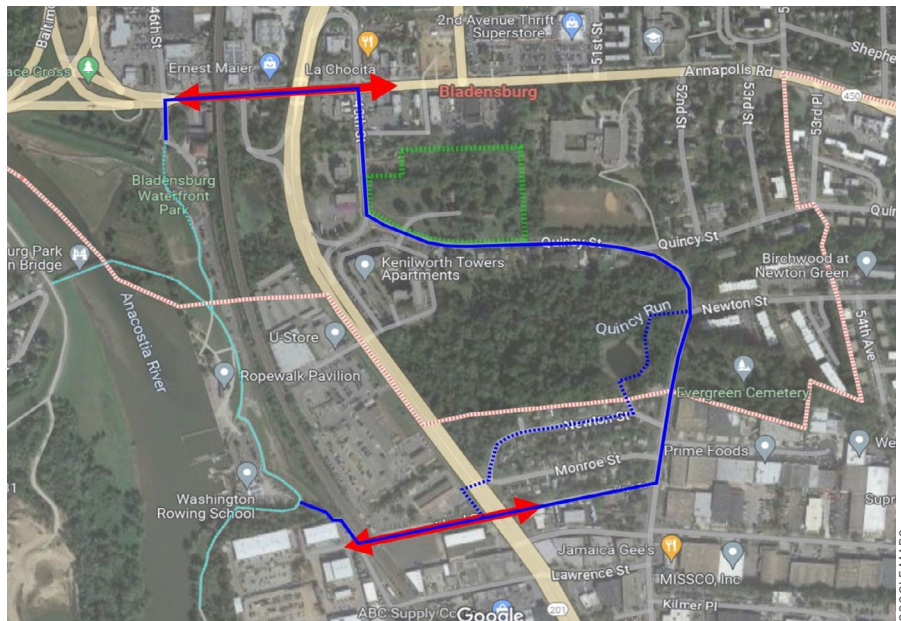
Again, design strategies can mitigate the impact of high-speed traffic and the underpasses. Traffic calming at this interchange is particularly important, since two of Bladensburg's most historic houses (the Hilleary-Magruder House and Market Master House) both sit inside blocks that serve as Kenilworth Avenue off-ramps. The impact on traffic flow is minimal, since Kenilworth Avenue already has limited speeds.

The overpasses crossing Annapolis Road offer another opportunity to integrate public art through lighting and color to create more inviting spaces. Examples include the I-395 overpasses crossing DC's Maine Avenue Fish Market and the railroad overpasses in DC's NoMa neighborhood.

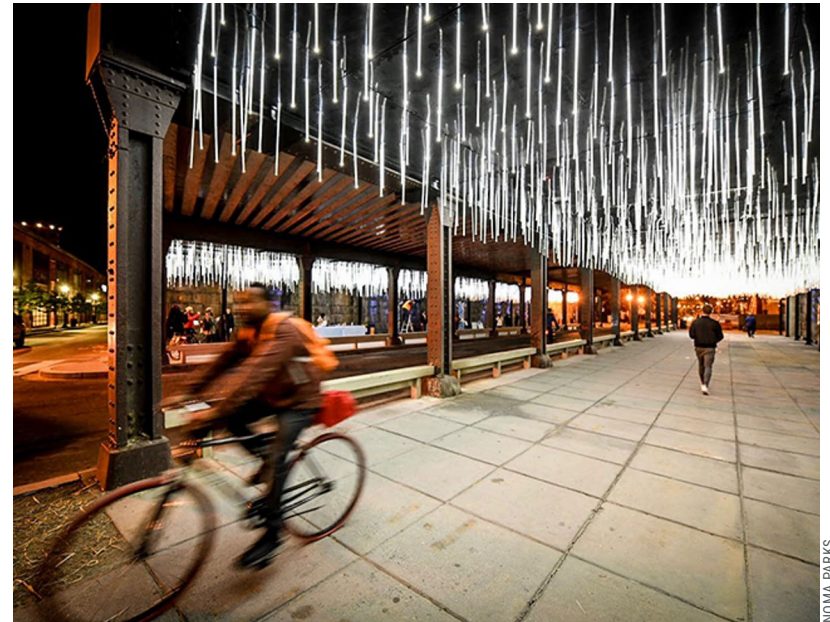
South of Bostwick, pedestrian access across Kenilworth and the railroad can be created by upgrading existing at-grade crossings of both, which already exist at Lloyd Street, and carving a trail along Quincy Run through M-NCPPC's undeveloped Bladensburg South Park. A connector trail already exists from Bladensburg Waterfront Park to Lloyd Street, and the street has signalized crossings at both the railroad and Kenilworth Avenue, but the route largely lacks basic infrastructure

for pedestrians and cyclists. Targeted improvements, particularly sidewalks and high-visibility crosswalks, can make this a welcoming, low-stress route.

Some stakeholders mentioned the idea of adding a pedestrian bridge directly between Bostwick's terraces and the waterfront at 48th Street. The panelists felt that the elevation needed to surmount both the tracks and the road would result in an unwieldy and costly span that would be too long to attract many users.



Barriers to walkability around the center of Bladensburg.



Lights underneath a railroad overpass in NoMa, Washington, DC.

## Stitch Together a Town Center

Another infrastructure improvement that can stitch together a town center in Bladensburg is a wayfinding system, which could highlight and connect several historic or scenic sites in a loop. Beginning at the Bladensburg Waterfront Park, the Bladensburg Loop could encompass:

- Annapolis Road from Baltimore Avenue to the library
- Quincy Place leading into and through the Bostwick site from the north
- Quincy Street east to 52nd Avenue, using the Town's new walkway along Quincy Street
- A new Quincy Run trail through the Bladensburg South Park
- An improved pedestrian path along Lloyd Street or Monroe Street, from the east side of Kenilworth Avenue and across the CSX railroad to the Anacostia River
- The Anacostia River Trail through the Waterfront Park.

This loop would link the major historic sites of Bladensburg (Bostwick, Hilleary-Magruder House, Market Master House, the Peace Cross, and the nearby hot air balloon and Dueling Grounds historic markers) along with civic sites such as the library, the busy commercial center along Annapolis Road, and the riverfront. It would serve to draw

connections both for visitors who know about the Waterfront Park but not the historic and commercial sites just a few blocks inland, as well as to residents who might shop in the area but would not make their way to the Waterfront Park outside of special events.

Wayfinding signage, common streetscape elements, interpretive signage, and public art all can link these disparate elements together into a cohesive, well-defined downtown district.

## Economic Tools for Implementation

Realizing this vision will require the capacities of many other entities, and therefore partnerships between the Town and others. Many of these partnerships initially will be with other public-sector entities and nonprofit community groups such as religious institutions and will focus on events.

Realizing the full potential of Town-owned sites like Parcel 4 and 4229 Edmonston Road, though, will require public-private partnerships with private-sector developers. These developers can bring economic tools to facilitate realization of this bold vision for Bostwick, up to and including ultimately relocating the Town Hall.

Each site of the proposed plan will require different strategies for implementation, described below per the Panel's recommendations.

## Bostwick Grounds

The relatively modest costs of activating Bostwick's grounds can rely upon funding sources that focus on parks, landscapes, ecology, and heritage. The Panel recommended a strategy that phases capital improvements only as the site proves itself as a gathering place for Port Towns residents, and thus becomes a site that also attracts funders.

These capital improvements are focused on performing an existing conditions assessment (including archaeology), making improvements that outfit the grounds for events (for example, restrooms, lighting, additional seating, etc.), improving access through the landscape, and later rehabilitating the Artisan Zone outbuildings with historic preservation reviews.

Potential funding sources include grants from the State - including capital grant and/or bond bills - capital grants from the Maryland Historical Trust and the Anacostia Trails Heritage Area, grants from M-NCPPC, Prince George's County, grants from local foundations including the Aman Trust, and local funds from the Town of Bladensburg (or, for improvements affecting county affiliated land like the adjacent park and school, Prince George's County). The Chesapeake Bay Trust funds habitat and wetland restoration activities, and the Town can partner with the Anacostia Watershed Society to pursue such funds for the grounds. The state's Department of Natural Resources also grants

for urban forests, community parks, and programmed open space.

For funding sources with competitive applications, the Town should create plans for winning those applications. Consultant support can help at points in this process, especially for securing funding. Ongoing operating reserves should be part of the capital funding plan.

## Bostwick House

In the near term, the town of Bladensburg should continue to focus on the immediate stabilization needs for Bostwick House and the wash house. These near-term needs include structural stabilization, proper sealing of the building's envelope, and a near-term maintenance and security plan to bridge the site until redevelopment. Ultimately, though, Bostwick House will need a full rehabilitation per the Secretary of the Interior's Standards for Historic Preservation into a future use, which will bring its own programmatic requirements. The Panel recommended that the near-term goal remain the activation of the house and grounds through events, gatherings, group meetings, and the Town's stewardship of a calendar of community events.

The historic rehabilitation tax credits ("HTCs") offered by both the federal and state governments are credited to income tax paid – and as such, are only available to the private sector. Historic rehabilitation work done by government entities, like the Town, are not eligible for these credits.

Maximizing HTCs requires deferring most construction expenses until a private-sector partner can be identified. This will be most easily accomplished by combining the Bostwick House rehabilitation with private development of the adjacent Parcel 4.

Finding funding for near-term stabilization activities can continue as the Town has successfully started, with state-sponsored bond bills and County grants. State staff and elected officials, M-NCPPC, and the other Port Towns can assist, as well as point to potential operating fund sources for events, research, and pre-development.

Capital costs for rehabilitation can rely upon federal and state HTCs, loans from MHT, state Local Government Infrastructure Financing (i.e., state-issued municipal bonds), green financing tools for energy efficiency improvements, and potential New Markets Tax Credits for job creation. The Department of Housing and Community Development (DHCD) has several relevant programs, including the Community Legacy Program and State Revitalization Programs.

## Parcel 4

New development on Parcel 4 could include modern civic facilities for the Town of Bladensburg to complement the ultimate civic uses of Bostwick House. This new Town Hall can rely upon state or federal funding for civic facilities, as well as local funds. DHCD again has several programs that fund community facilities, and new civic buildings

are a favored subject for local legislative initiatives. Legislative Bond Initiatives (better known as "bond bills"). Federal New Markets Tax Credits have been used before for civic facilities built through a Public-Private Partnership process.

A new civic building that meets new green standards would not only reduce operational expenses for the Town, but also qualify for new funding available for clean energy. Tax credits for clean energy investment are available on a "direct pay" basis to local governments, quite unlike HTCs, and include federal solar tax credits. The private developer of new housing on Parcel 4 can benefit from similar funding, including 45L credits for energy-efficient housing and financing through initiatives such as Power Forward Communities.

## 4229 Edmonston

The panel recommended the demolition of the existing Town Hall and its replacement with new, mixed income housing and limited retail/ community space at the 4229 Edmonston Road site. This is a more straightforward project to finance, which is one reason why the panel recommended its inclusion at the beginning of the project timeline. Infrastructure and pre-development work at the site, as well as swing space for the Town's offices during construction, might benefit from some small state grants. Construction should largely be self-financed by the private-sector partner, with conventional equity and



debt financing. To fill any financing gap, the Town or County can provide subordinate financing sources such as their shares of federal HOME or CDBG funds.

The rental multifamily building would be a good candidate for Low-Income Housing Tax Credits. Although this credit has “low income” in its name, it can be used for mixed-income housing. Given the area median income levels that apply in the Washington, DC market, even “low income” affordable units would pay rents in line with current market rates in Bladensburg. Again, clean energy financing tools such as 45L credits and solar tax credits are not only cost-effective, but also improve affordability.

The for-sale townhouses can be built and sold by the private sector, perhaps with the land price discounted to improve affordability. A local community development corporation can connect homebuyers with available buyer-side subsidies. The Bladensburg housing market is likely ready for new for-sale townhouses, given the paucity of move-in-ready housing options in the area and popularity of the product type in neighboring municipalities.

## Public-Private Partnerships

Public-Private Partnerships (PPPs) could make it easier for the Town to deliver several of the projects recommended by the panel. Public-Private Partnerships would allow the Town to combine access to the financing tools that it does have, along with others that it

would otherwise be ineligible for – particularly tax credits or private debt and equity.

The right private-sector partner would also be able to bring to the Town experience with complex financing models and a balance sheet that can secure alternate sources of financing. Perhaps most importantly, a private partner can bring project-delivery expertise and capacity that a small town government doesn’t have on staff.

First, though, the town must prepare itself to be a good partner within that ultimate partnership. Ensuring a future for Bostwick is less about getting Bostwick ready than about getting Bladensburg ready. Private sector partners can take on just about any site – if the partnership is right.

Crafting the right Public-Private Partnership, with the right partner, will require numerous steps:

1. **Define a development program.** The Town should decide how much and what kind of space it needs for a Town Hall and other municipal uses – now, in the near future, and in the distant future. This will inform the need for civic buildings at 4229 Edmonston and at Parcel 4.
2. **Conduct initial due diligence on the sites.** The Town should order appraisals of property that it owns and may be able to contribute to the partnership, beginning with 4229 Edmonston and Parcel 4. An initial environmental analysis (“Phase 1”) should be done for the Bostwick site. A market study should be done to quantify demand for housing, in particular.
3. **Define what goals will mean project success, and set criteria for partner selection.** These goals should balance ambition with realism, clearly define must-have vs. merely nice-to-have attributes, and set metrics for success along a continuum.
4. **Set the stage for an expedited entitlement process on both sites.** This is critical to do beforehand and will require support from Town leadership, especially because much of the entitlement process in Bladensburg is at the county level. Any project as complicated as Bostwick will benefit greatly from reducing complexity, uncertainty, and risk in advance.
5. **Initiate approval process.** The Town can make sure that certain entitlements can be cleared before final plans are developed. Discussions should begin early on with historic easement holders around how the Town’s plans will be received by those holding the easements and what changes need to be made to make the project not only acceptable, but a welcome solution. The Town can also use the Sector Plan process as a first step to adapt future zoning for the sites, and for downtown Bladensburg.

## 6. Draft a Request for Qualifications.

An RFQ is the Town's introduction to potential partners. What differentiates an RFQ from the more common Request for Proposals (RFP) is that an RFQ leaves the ultimate end product open. The panel recommended more flexibility in the ultimate scope and use of the project than an RFP would allow.

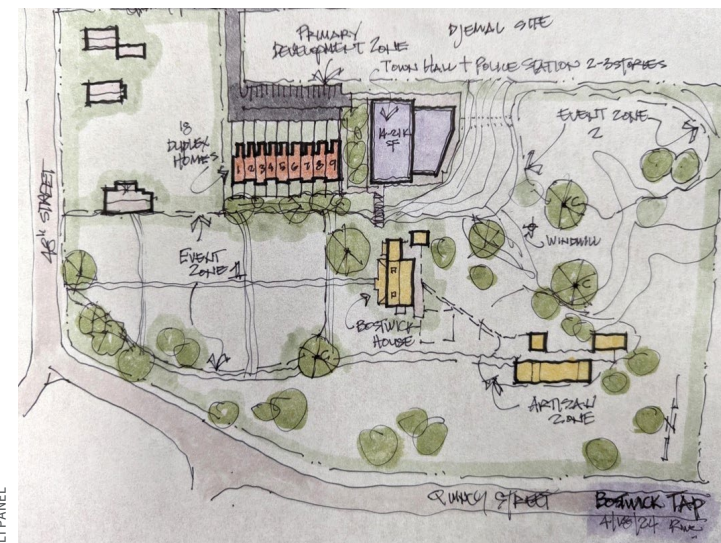
The ideal partner for this Public-Private Partnership would be a one who has successfully led and executed similar projects, is sensitive to Bladensburg's communities, has experience with complex funding models including tax credits and economic development resources, and has experience with historic structures.

## Proposed Timeline At-a-Glance

- Year 1: Grant-funded installation of composting toilets (repurpose of the Garage)
- Year 1: Ongoing stabilization of Bostwick House and groundwork for programming the House
- Years 2-3: Hire 2 Special Events Coordinators
- Years 2-3: Activate Grounds with Programming and Vendors
- Years 2-3: Initiate Research Projects on Bostwick and Port Towns History
- Years 3-4: Barns and Stables rehabilitation, streetscape and terrace occupation for events
- Years 3-4: Continue Research Projects on Bostwick and Port Towns History
- Years 5-6: Wash House Site Improvements: Field School and Active Historic Interpretation Move into the Building
- Years 5-6: Town Government returns to occupy the Bostwick House



1996 Plat and Easement Boundaries on the Bostwick Property



A Site Plan of the Panel's vision for Bostwick



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# Conclusion

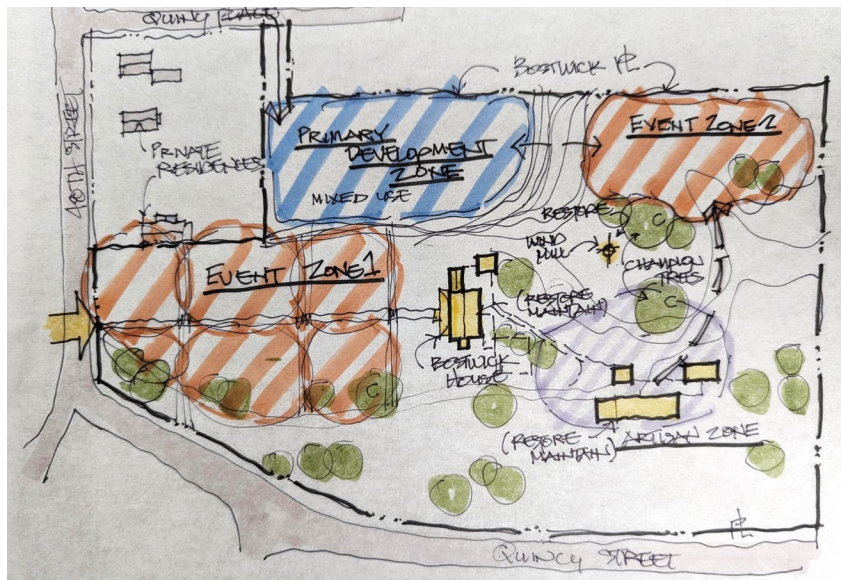
In order to re-establish Bostwick as a cornerstone of Bladensburg's identity and the lives of the Town's residents, the Panel recommended extending municipal uses to the property. This will reactivate Bostwick in an authentic way that meets the needs both of current and future residents, and will support the Town's goals. The Panel painted a picture of activities and events that provide cultural value across the property, connections that make moving across the site intuitive, interesting, and safe, and a strategic framework for the maintenance of the Bostwick house itself. The Panel asserted the tackling of other elements of this proposal affecting the grounds and other outbuildings above determining the ultimate use of Bostwick House due to its prioritization of establishing a financially

viable environment on the property, regardless of the use of the house. The Panel identified that the singular re-purposing of the house would not alone be able to generate sufficient capital to support the financial demands of owning the property. While future uses of the house can include Town offices, group meeting rooms, and event spaces, the presence of municipal functions at Bostwick will allow the Town to make key development decisions and to empower a constituency that continues to love and preserve this hallmark of Bladensburg history.

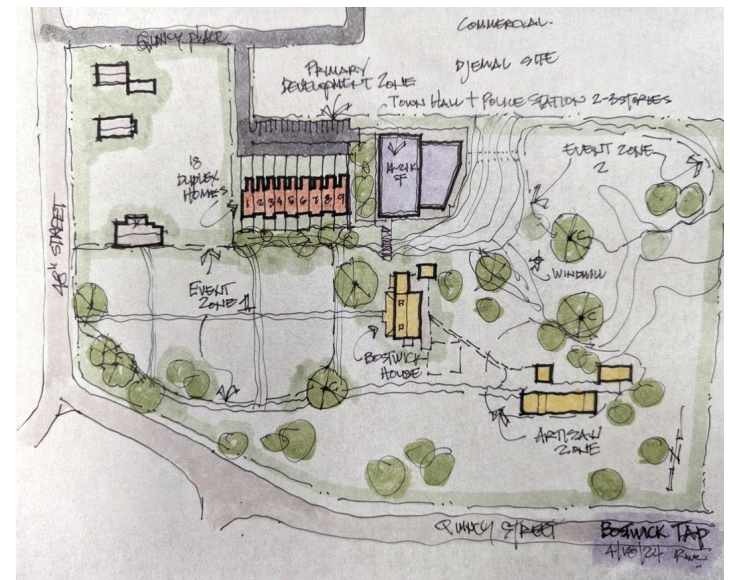
## Key Recommendations

The Technical Assistance Panel recommended a four-fold approach for Bladensburg, expanding beyond the Bostwick site:

1. Leverage existing Town assets – not just the Bostwick property, but also existing parks, attractions, and the Town Hall properties.
2. Partner with a developer to build workforce housing, for rent and for sale, on Town properties.
3. Relocate the Municipal Center to the Bostwick property, to anchor the historic buildings and to make Bostwick a hub for both indoor and outdoor civic gatherings.
4. Reactivate Bostwick during the development process, to reconnect Bladensburg residents with the site and to establish it as a destination.



ULI PANEL



ULI PANEL

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## APPENDIX: List of Stakeholders

**Mike Arnold**, Prince George's Heritage

**Meagan Baco**, Anacostia Trails Heritage Area

**Trina Brown**, Town of Bladensburg Council

**Amelia Chisholm**, M-NCPPC Historic Preservation

**Edward Day**, M-NCPPC Natural & Historic Resources Division

**Kalisha Dixon**, Town of Bladensburg Council

**Patrice Emezie**, State Highway Administration

**Hannah Erickson**, Prince George's County Memorial Library System

**Sukirti Ghosh**, Rhodeside Harwell

**Renee Green**, Aman Trust / Bladensburg Green Team

**Tom Gross**, M-NCPPC Historic Preservation

**Jarryd Hawkins**, High Street Strategies

**Ellen Hoffman**, M-NCPPC

**Kay Holloway**, Friends of the Bladensburg Branch Library

**Winstina Hughes**, State Highway Administration

**Collin Ingraham**, Maryland Historical Trust

**Mayor Takisha James**, Town of Bladensburg

**Susan Kern**, University of Maryland

**Christiana Limniatis**, Preservation Maryland

**Emily Lutz**, M-NCPPC

**Carrol McBryde**, Town of Bladensburg Council

**Susan McCutchen**, We Lead By Example Inc.

**Melisa Morgan**, Decatur Heights Baptist Church

**Carolyn Nosacek**, Maryland Historical Trust

**Sam Parker**, Aman Trust

**Josephine Selvakumar**, Prince George's County Planning

**John Sower**, Aman Trust

**LaToya Thomas**, Brick & Story

**Steve Weitz**, State Highway Administration

**Chris Williams**, Anacostia Watershed Society

**Valerie Woodall**, Anacostia Trails Heritage Area

**Tyson Slocum**, Bladensburg Resident



# About the Panel

## Panel Chair



### **Rebecca Ballo** Historic Preservation Program Supervisor Montgomery County Planning Department

Rebecca Ballo is the Historic Preservation Supervisor with the

Montgomery County Planning Department. In this role she manages the work of the County's Historic Preservation Commission, overseeing the preservation and protection of historic districts and sites within Montgomery County, the designation of new sites and districts, and undertakes special research projects for the Commission, Planning Board, and Montgomery County Council. She fosters historic preservation efforts at the local level in order to create a more inclusive and equitable future for Montgomery County. Her research on historic architecture, planning, and equity has been featured in national publications and lectures with the American Planning Association, Vernacular Architecture Forum, Washington Post and other media outlets. Rebecca serves as an Adjunct Lecturer at Georgetown University, where she teaches a course on Development & Construction Management. Since 2021, Ms. Ballo has also served as a public official on the Fairfax County Board of Zoning Appeals. Rebecca has worked as a preservation planner in local governments in the Washington, DC, region since 2002. She obtained her Master's in Environmental and Urban Planning from the University of Virginia and her BA in History from Washington University in St. Louis.

## Panelists



### **Jennie Black** HKS, Inc.

Jennie Black is a Project Architect at HKS. With over 10 years of experience, she specializes in commercial and

residential interior architecture. Jennie's unique combination of historic preservation and architecture lend to her keen attention to detail in all design projects. Her passion for sustainability and wellness helps consider the impact on the users as well as the environment.



### **Brad Cambridge** Beyer Blinder Belle

Brad Cambridge is a Senior Associate Architect in BBB's Washington, DC, office. With over 24 years of experience, Brad has

worked across the Midwest and East Coast on a variety of project types including adaptive reuse, multi-family residential mixed-use, and historic preservation. In the last 12 years, he has developed the specialty of blending adaptive reuse strategies for historically significant buildings, mostly within urban environments. Brad is an active member of the Urban Land Institute, National Trust for Historic Preservation, and is the past president of the Association for Preservation Technology – Eastern Great Lakes Chapter.

Section 7, Item C.





### Alecia Hill

FCP

Alecia Hill is a Vice President and Assistant Portfolio Manager at FCP, a privately held real estate investment company headquartered

in Washington, DC. With expertise in community development finance, Alecia is responsible for expanding the firm's impact investing initiatives and affordable housing preservation multifamily platform. Before joining FCP, Alecia was a member of the Impact Investing team at Enterprise Community Partners, where she focused on Opportunity Zone Fund development, transaction underwriting, and innovation finance within affordable and workforce housing.

Alecia has been a featured facilitator on community development finance structuring and policy with HUD and the EPA. She holds an MPA in Management and Finance from Columbia University's School of International and Public Affairs, a BA from Columbia University, and is an alumna of McKinsey & Company's Black Leadership Management Accelerator and the Wharton Social Impact Initiative.

Alecia is an Advisory Board Member for the BILT Foundation, iGlobal ESG & DEI Real Estate Summit, and a Leadership Council Member for the Washington Partnership to End Homelessness. She is Chair of Smart Growth America's LOCUS Coalition for inclusive, transit-oriented development across the US and a Black Venture Institute Fellow (Berkley Hass). Alecia received an Emerging Leaders Award at the 2024 National Multifamily Housing Council Annual Meeting.

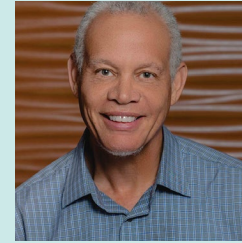


### Stacy Kaplowitz

Lincoln Avenue Communities

Stacy Kaplowitz is the Vice President/Managing Regional Partner at Lincoln Avenue Capital where

she leads the firm's growing Regional Project Partner Development platform and develops affordable multifamily housing in the Mid-Atlantic. Previously, Stacy was with KCG Development where she established and grew the firm's Mid-Atlantic portfolio, worth over \$210 million. Stacy has more than 18 years of professional experience in affordable multifamily development and public-private partnership real estate advisory. Prior to KCG, Stacy was with Brailsford and Dunlavey, where she and her team developed student housing master plans for clients such as Rutgers University and George Mason University and expertly advised clients on how to position workforce housing as a valuable recruitment tool. Early in her career, as a Development Director at Herman & Kittle Properties and Project Manager at DMA Development Co., Kaplowitz oversaw the development of more than 650 affordable rental housing units worth over \$119 million in Texas, Louisiana, and the Mid-Atlantic. Prior to that, she was a real estate officer for the District of Columbia. Stacy serves as Vice Chair on the Rockville Housing Enterprises Board in her hometown of Rockville, MD.



### Ronnie McGhee

R. McGhee & Associates

Ronnie McGhee, FAIA, has thirty years of professional practice in architecture, specializing in new

construction, existing building rehabilitation, and restoration. He has designed and completed work on numerous landmark and US Park Service National Register Listed properties such as the Washington Harbour, John Adams, and Thomas Jefferson buildings of the US Library of Congress, and was the architect for the National Register-listed and award-winning, historic African-American Whitelaw Hotel Apartments.

Ronnie is also an Associate Professor at Howard University and has mentored hundreds of architectural students over the past 16 years at Howard. He is a strong advocate of the Architectural Experience Program program and has made it a requirement for all non-licensed staff members. He is a member of the National Council of Architectural Registration Board.

Ronnie is an avid biker and is found most weekends on his Bianchi bike as he tracks hundreds of miles of cycling each year.





**Rayya Newman**  
Triple Line Studio

Rayya is a public interest architect and the founder of Triple Line Studio. Licensed in Maryland and DC, she has worked in the

DC area for over 20 years. In 2017, her project, Pyramid Atlantic Art Center, an adaptive reuse project in the heart of historic Hyattsville, won Preservation Maryland's Community Choice Award. In addition to running her own firm, Rayya also teaches design studios as a professor at the University of Maryland School of Architecture, Planning, and Preservation.



**Shirl Spicer**  
M-NCPPC Parks,  
Montgomery County

Shirl Spicer is the county-wide museum manager for the Maryland-National Capital Park & Planning

Commission, Department of Parks, Montgomery County. With over 25 years' experience working in museum education, she manages the interpretive programming staff for each of Montgomery Parks' historic sites, including Oakley Cabin African American Museum & Park, Kingsley Schoolhouse, the Underground Railroad Experience Trail hikes and Woodlawn Museum at Woodlawn Manor Cultural Park, and the new Josiah Henson Museum & Park.

A native of North Carolina, Shirl previously served as the curator for community history for the North Carolina Museum of History and as education director and registrar of the Museum of the Albemarle. Her career began in museum education at the Greensboro Historical Museum in Greensboro, North Carolina, continued at The Mariners' Museum in Newport News, Virginia, and at the former Abby Aldrich Rockefeller Folk Art Museum at Colonial Williamsburg in Virginia.

Shirl is a graduate of The University of North Carolina at Greensboro, with a BA in History, and a graduate of Hampton University in Hampton, Virginia with a Master of Museum Studies.

Shirl is actively involved in museum professional organizations having served on the boards of the Association of African American Museums and the American Association for State and Local History.



# Agenda Item Summary Report

<b>Meeting Date:</b> January 13, 2025		<b>Submitted by:</b> Michelle Bailey Hedgepeth, Town Administrator	
<b>Item Title:</b> PEPCO  Street Light Update – January 2025			
This report provides the Town Council with an update on the Street Lights in Bladensburg.			
<b>Work Session Item [X]</b> <b>Council Meeting Item [X]</b>		<b>Documentation Attached:</b> PEPCO Documents FAQ, Draft Contract	
<b>Recommended Action:</b>			
Provide staff with feedback on the materials and provide any direction to staff on how to proceed.			
<b>Summary:</b> Over the past six months, the Town has collaborated with PEPCO on a comprehensive lighting survey to assess the billing and ownership of streetlights within Town boundaries. This effort led to the removal of several fixtures and a refund of \$27,000 to the Town. These actions were part of the preparation for the PEPCO Outdoor Lighting Virtual Town Hall, held on November 12, 2024. Following the meeting, Town staff consulted with the Town Attorney in December 2024 to determine the next steps.			
<b>Meeting Summaries</b>			
<b>November 2024   PEPCO Outdoor Lighting Virtual Town Hall</b>			
The Virtual Town Hall, led by Andrew Sindall, focused on improving streetlight infrastructure and billing processes. Key highlights included:			
<ul style="list-style-type: none"><li>• PEPCO has developed a standardized streetlight catalog and updated the Cooper Reporting tool.</li><li>• Findings from surveys of over 113,000 streetlight assets.</li><li>• Closure of high-pressure sodium (HPS) light schedules and introduction of LED conversion tariffs.</li><li>• Billing updates, including detailed tariff schedules and cost implications for LED conversions.</li></ul>			
A Q&A session addressed concerns regarding conversion costs, maintenance responsibilities, and color temperature preferences. Attendees were provided a feedback timeline and updates on developing a dedicated outdoor lighting website. Action items emphasized transparency and improved communication with municipalities regarding streetlight purchases and maintenance.			
<b>December 2024   Meeting with Town Attorney</b>			
The legal consultation with Suellen Ferguson addressed streetlight billing, ownership, and financial strategies. Key points included:			
<ul style="list-style-type: none"><li>• Discussion of strategies to negotiate monthly payment reductions.</li><li>• Received advice on the PEPCO to sell existing poles and urgency to purchase before LED replacement increases costs.</li><li>• Discussed the planning for council budget allocations for light purchases and maintenance.</li></ul>			

**Other Matters**

**Streetlight Repairs**

The Town recently received an update regarding the streetlight outage at 4405 Tilden Road. PEPCO has committed to addressing this issue by the end of the week. Staff established contact with a new PEPCO team, gaining additional insights previously unavailable. We will use the system to ensure that other previously submitted items will be forwarded to this team.

**Next Steps**

- 1. **Streetlight Pricing:** Staff is awaiting definitive pricing from PEPCO and will bring this information to the Council once received.
- 2. **Collaboration with Municipal Partners:** Staff will continue working with other municipalities to determine streetlight ownership and management strategies.
- 3. **Outage Updates:** Staff will inform the Council about outstanding and pending outage requests.
- 4. **Budget Discussion:** This will be added to the overall budget discussion. The Town has been adding Lights outside of the PEPCO process on 57<sup>th</sup> Avenue. There has been grant funding, but we will look at whether we can use these funds with PEPCO.

The Town Administrator will be available to answer any questions regarding this matter.

<b>Budgeted Item:</b> Yes [ <input type="checkbox"/> ] No [ <input checked="" type="checkbox"/> ] <b>Budgeted Amount:</b> \$ TBD <b>One-Time Cost:</b> Ongoing <b>Ongoing Cost:</b>	<b>Continued Date:</b>
<b>Council Priority:</b> Yes [ <input type="checkbox"/> ] No [ <input type="checkbox"/> ]	<b>Approved Date:</b>

Pepco

# Response to Townhall Questions

*Questions from the November 12th and 14th Townhall Meeting*

Pepco Outdoor Lighting  
12-6-2024

### Referenced Terms

- **CIAC contribution-in-aid-of-construction** | a one-time payment by the customer to the Company equal to the estimated reasonable installed (or removed) cost of such equipment agreed to by the Company and the Customer at the time of the installation or removal.
- **Cobrahead style** | these streetlights are named for their shape which resembles the head of a cobra, these lights have a streamlined, functional design with a protruding, curved fixture. Typically installed along roadways where widespread lighting is essential.



- **Decorative style** | these streetlights are designed with aesthetics in mind; featuring ornate and classical styles that enhance the visual appeal of streetscapes, parks, and historic districts.



- **Pepco non-standard luminaire (fixture)** | A non-standard luminaire is not in the streetlight tariff and does not have an associated rate charge. To address Customers' desire for additional options in streetlight styles, bulb color temperatures, and wattages beyond Pepco's current suite of standard LED offerings, Customers may request Pepco to review their streetlight selection based upon technical and minimum quantity requirements.
- **Pepco standard luminaire (fixture)** | A standard luminaire means the offering is listed in the streetlight tariff and has an associated rate charge. Pepco offers five (5) different LED luminaire style offerings with 20 different offerings between wattage and luminaire color, all at a standard bulb temperature color of 3000 Kelvin. Standard luminaires for overhead fed streetlights include: cobrahead, teardrop, mongoose, flood, and dusk to dawn.



**General**

**1. Which streetlight tariff rate schedules will be updated?**

Existing Rate Schedules with Updates	Proposed (new) Rate Schedules
SSL-OH SSL-OH-LED SSL-UG SSL-UG-LED SL OL	SSL-OH-NC SSL-OH-CUST

**SSL-OH** - Company-owned and maintained overhead fed lights. (Existing with updates)

- Schedule is closing for new streetlights; Pepco will no longer install high-pressure sodium lamps for new lights.
- HPS lamp burnouts will be replaced with HPS, as stock permits.
- All fixture replacements and new installations will be LED (customer defaults to SSL-OH-LED unless otherwise notified to Pepco).

**SSL-OH-LED** - Company-owned and maintained overhead fed lights. (Existing with updates)

- Contribution-in-aid-of-construction (CIAC) payment required for replacements and new LED installations.

**SSL-OH-NC\*** - Company-owned and maintained **overhead fed** lights. (\*Proposed rate schedule)

- No upfront cost.
- Replacements and new LED installations do not require CIAC.
- Available for LED only.

**SSL-OH-CUST\*** - Customer-owned overhead fed lights. (\*Proposed rate schedule)

- For customers with streetlight purchase and attachment agreements.
- Option for Pepco to maintain Customer-owned lights.

**SSL-UG** – Customer-owned lighting equipment serviced by underground lines. (Existing with updates)

- Schedule is closing for new HPS streetlights.
- New installations or replacement of defective fixtures is available under SSL-UG-LED.

**SSL-UG-LED** – Customer-owned lighting equipment serviced by underground lines. (Existing with updates)

- Available for LED only.
- Contribution-in-aid-of-construction (CIAC) required for new supply connections and any additional Make Ready work.

**OL** – overhead service area for outdoor lighting purposes on customers' premises. Company owned and maintained. (Existing with updates)

**SL** – Applicable to all SSL schedules. Allows Pepco to recover costs to delivery electricity to streetlights. (Existing with updates)

**2. What are the tariff rate schedules for luminaires on metal / concrete/ fiberglass poles serviced by underground lines?**

Customer-owned underground fed streetlights are on tariff rate schedules SSL-UG and SSL-UG-LED.

**3. What are the tariff rate schedules for luminaires on wooden poles serviced by overhead lines?**

Tariff rate schedules SSL-OH, SSL-OH-LED, as well as the newly proposed SSL-OH-NC, and SSL-OH-CUST.

**4. Why is Pepco proposing these changes?**

The existing rate schedules are being updated, and two new rate schedules are introduced to further clarify the contours of customer ownership and options as they transition to LED.

**5. Who will be affected by the proposed changes?**

The changes primarily affect streetlight customers that utilize streetlighting services through Pepco.

**6. What is included in the Fixed and O&M charges?**

- **Fixed charges** allow Pepco to recover costs related to the installation of new or replacement streetlights. For overhead lighting, this includes luminaire (fixture), conductor, brackets, etc. (in excess of CIAC payments). For underground lighting, this includes conductor, conduit, manholes, vaults, and other underground infrastructure (in excess of CIAC payments).
- **O&M charges** allow Pepco to recover streetlight specific maintenance costs.

**7. What benefits will this tariff bring to the community?**

The new tariff supports transitioning to energy-efficient LED streetlights, and increased customer choice for community lighting needs.

**8. Will this tariff support the transition to LED lighting?**

Yes.

**9. How can I provide feedback to Pepco on the proposed tariff?**

You can submit comments or concerns to Pepco Outdoor Lighting at [ODL-Pepco@pepco.com](mailto:ODL-Pepco@pepco.com). All feedback will be reviewed and considered prior to filing changes with the Maryland Public Service Commission for approval.

**10. After the filing can I still provide feedback?**

Yes, following submission of Pepco's proposed changes with the Maryland Public Service Commission, any interested entity can file comments with the Commission.

**11. When is this proposed tariff expected to take effect?**

The proposed tariff will take effect when approved by the Maryland Public Service Commission.

**12. How soon can municipalities take advantage of tariff offerings?**

For currently effective tariffs, customers may take advantage of those now. Only after Maryland Public Service Commission approval of the proposed tariffs will customers be able to take advantage of those offerings.

**13. How do the proposed changes align with Pepco's sustainability goals?**

The streetlight tariff is aligned with Pepco's commitment to environmental sustainability. By supporting energy-efficient LED installations and reducing energy waste, the tariff will help Pepco and the communities it serves achieve cleaner energy goals and reduce greenhouse gas emissions.

**14. Will the proposed changes include other lighting-related services, such as dimming?**

Yes, in proposed changes to Rate Schedule SL, for unmetered, customer-owned streetlights where customer-owned devices permit the customer to operate a dimming schedule, the Company will, in consultation with the customer, establish a “Dimming Factor” to apply to the customer’s total deemed monthly street lighting kilowatt-hour consumption.

**15. Will Pepco ever do metered streetlights for SSL-OH-LED and SSL-OH-NC?**

Pepco wants to add smart controls to streetlights that could allow individual metering of lights and controllability of lights for features such as dimming.

**Billing**

**16. What improvements have been made to the streetlight bills?**

Beginning November 1, 2024, customers will see the applicable tariff rate schedule for overhead or underground fed streetlights.

Previous version		New version		
Details of your Electric Charges		Details of your Electric Charges		
Unmetered Street Lighting - service number Electricity you used this period		Unmetered Street Lighting - service number Electricity you used this period		
Lamp size	Quantity	Lamp size	Quantity	Total use
100 WATT HPS	530	100W HPS <u>SSL-OH</u>	530	27985
150 WATT HPS	12	150W HPS <u>SSL-OH</u>	12	924
250 WATT HPS	19	250W HPS <u>SSL-OH</u>	19	2466
70 WATT HPS	19	70W HPS <u>SSL-OH</u>	19	711
100 WATT HPS	10	100W HPS <u>SSL-UG</u>	10	528
ATTACHED TO C&P TEL	61	ATTCHD TO C&P TEL	61	0
CO POLE		CO POLE <u>SSL-</u>		
<b>Total</b>	<b>651</b>	<b>Total</b>	<b>651</b>	<b>32,614</b>

**17. Can my metered streetlight bill be combined with my unmetered streetlight bill?**

No, metered streetlights are specific to the meter and accordingly it’s one-meter to one-bill.

**18. Pepco’s LED tariffs indicate an HPS equivalent not the actual LED wattages. What does this mean, how are LED streetlights billed?**

HPS equivalent indicates what HPS lamp wattage has a similar light output to Pepco’s LED offerings. This is not the actual wattage a customer will be billed. In accordance with the “Measurements of Electricity” section in Rate Schedule SL, billed kWh “will be computed on the basis of manufacturers’ wattage ratings of installed lamps, auxiliary devices where required”.

**Company-Owned High-Pressure Sodium Lights**

**19. What happens when an overhead fed HPS lamp/bulb fails?**

If the HPS lamp (bulb) fails, it will be replaced with an HPS lamp as stock allows. Customer will remain on rate schedule SSL-OH.

**20. What happens when an overhead fed HPS luminaire (fixture) fails?**

If the HPS luminaire fails, Pepco will replace it with a standard 3000 Kelvin LED luminaire of equivalent HPS wattage that matches the style of the previous installed light. Customer will transfer to SSL-OH-LED and be charged the contribution-in-aid-of-construction (CIAC) for fixture replacement, or the customer may inform Pepco they opt to transfer to SSL-OH-NC and not pay upfront costs. (For non-standard color temperatures see question #44).

**21. What does closing this schedule to new HPS luminaire installs mean?**

No new high-pressure sodium luminaires can be installed. Customers may select from either of the LED schedules (SSL-OH-LED or, once in effect, the SSL-OH-NC), or may opt to execute a streetlight purchase and attachment agreement with Pepco.

**22. With the closing of SSL-OH what schedule will the existing HPS luminaires move to?**

The Company recommends SSL-OH schedule be closed to new HPS installations. If approved, existing HPS installations will remain on SSL-OH.

**23. How much remaining stock does Pepco have of HPS luminaires and lamps?**

Supply of HPS is running low. Manufacturers have slowed, if not stopped production entirely, and vendor stock is depleted.

**Company-Owned LEDs**

**24. Is there a deadline for when municipalities must decide when to convert to LED?**

No.

**25. What is the current default wattage and color temperature of overhead fed streetlights being installed at the time of replacement following HPS fixture failure?**

Pepco will replace failed fixtures with a standard 3000 Kelvin LED light with an HPS equivalent wattage that matches the previously installed light. For non-standard color temperature lights see question #44.

**26. What is the cost of converting or replacing a HPS overhead fed cobrahead luminaire to an equivalent LED overhead fed cobrahead?**

On Schedule SSL-OH-LED, the upfront CIAC payment is \$1,587. Please note that Pepco periodically updates all tariffs to reflect the costs of serving customers. On the proposed Schedule SSL-OH-NC there is no upfront cost.

**27. Can customers do partial conversions to LED, for example converting half (½) the lights in 2026 and the other half (½) in 2027?**

Yes, the proactive conversion of existing lights to LED is at the direction of the customer.

**28. When should customers notify Pepco they want to convert overhead fed streetlights to LED?**

Customers will remain on SSL-OH until they submit in writing their intent to convert to LED. Customers may opt for SSL-OH-LED and pay an upfront contribution-in-aid-of-construction ("CIAC") to convert or opt for the proposed SSL-OH-NC rate schedule which does not have an upfront cost. Overhead fed lights will be converted to LED on a schedule to be determined by Pepco and the customer, based on availability of resources and inventory.

**29. If a municipality wanted to pursue conversion to LED and decided to go with SSL-OH-LED how long would it take for Pepco to make this conversion?**

Overhead fed lights will be converted to LED on a schedule to be determined by Pepco and the customer, based on availability of resources and inventory.

**30. What if I want to switch from the SSL-OH-LED (upfront cost) to the proposed SSL-OH-NC (no upfront cost) rate schedule, or vice versa?**

Customers may only change tariff rate schedules at the time of luminaire failure or replacement.

**31. What about HPS lights that have already been replaced with LEDs, is there a conversion cost?**

For overhead fed lights already replaced with LEDs the contribution-in-aid-of-construction ("CIAC") payment should have been paid by customers, however Pepco will not charge retroactively for any LEDs previously installed.

**32. When should customers on SSL-OH expect to pay a CIAC when transitioning to SSL-OH-LED?**

Customers will make a contribution-in-aid-of-construction ("CIAC") payment in advance of the work for any proactive replacements to convert to LED. For emergent replacements, the CIAC will be collected after the replacement has been performed.

**33. Will the customer ever 'pay off' the costs of the luminaire under the proposed SSL-OH-NC?**

No, it is the cost of a streetlight based on the recovery of the life of a luminaire. When the luminaire needs to be replaced there is no upfront cost for replacement.

**Customer Purchase and Attachment**

**34. Is there an option to purchase the overhead streetlights on wooden poles from Pepco?**

Yes, there is a statutory right to purchase streetlights. Customers may enter into a streetlight purchase and attachment agreement with Pepco. Customers interested in purchasing lights should submit a letter of intent to Pepco at [ODL-Pepco@pepco.com](mailto:ODL-Pepco@pepco.com)

**35. Is there a deadline for when municipalities must decide whether to purchase streetlights?**

No, municipalities may opt to purchase lights at any time.

**36. Did the streetlight survey record the vintage age of the lights?**

No, the survey was collected at ground-level. To determine specific vintage age requires Pepco to use a truck with a lift bucket and open the light to inspect the nameplate.

**37. How does depreciation factor into the purchase price of the streetlight?**

The purchase price for streetlights is based on the Net Book Value (NBV) calculation described in the model Purchase Agreement.

**38. If customers choose to purchase and install overhead lights is there a removal fee?**

Customers that purchase overhead streetlights are responsible for removing the luminaire to install any new luminaires. For details see the model Purchase Agreement.

**39. Will Pepco report outages for customer-owned overhead fed lights?**

No, customers are responsible for identifying streetlight outage and repairs of all their customer-owned luminaires.

**40. What happens when the customer-owned luminaire fails?**

Customers are responsible for the maintenance and replacement of their customer-owned luminaires.

**Disconnect Devices**

**41. Must the customer-owned overhead fed fixtures be fitted with a disconnect device? What is the interrupting current requirement? Is this a fused device, and must it be integral to the new fixture, or is it a discrete item installed by the customer?**

PHI requires installation of a disconnect switch for each overhead fed streetlight attachment. Customers must install disconnect switches to the overhead streetlight service wire. Customer maintains the disconnect switch.

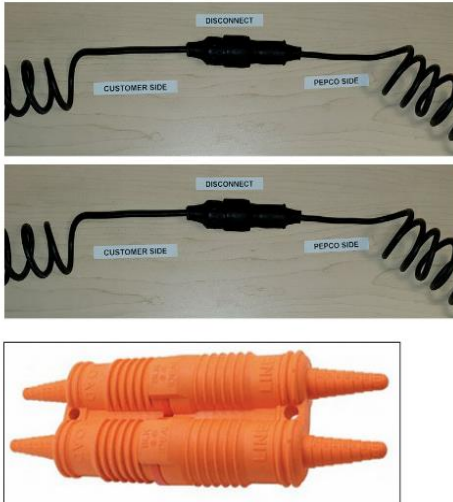
Pepco will connect the secondary of the disconnect switch, and, when complete the customer can connect the disconnect switch. Pepco will perform a voltage check to ensure 120V is being supplied from secondary.

**Disconnect Specifications:**

- Should be breakaway receptacle of either Homac SDK-M or PHI approved equivalent
- Each customer streetlight requires one (1) disconnect switch per wire, one for neutral and one for hot
- CATID: 1644778 (2x)

**Disconnect Examples:**

- Homac SDK-M (top) or Ideal Disconnect Kit (bottom)



**Dimming**

**42. Does Pepco offer streetlight dimming?**

No, Pepco does not currently offer streetlight dimming. However, in the proposed updates to Rate Schedule SL, for unmetered, customer-owned streetlights where customer-owned devices permit the customer to operate a dimming schedule, the Company will, in consultation with the customer, establish a “Dimming Factor” to apply to the customer’s total deemed monthly street lighting kilowatt-hour consumption.

The Dimming Factor will be calculated as the ratio of the customer’s total estimated annualized street lighting kWh consumption including the customer’s planned dimming schedule divided by the total estimated annualized street lighting kilowatt-hour consumption absent dimming [Dimming Factor = (Total estimated kWh consumption of all dimmed and undimmed streetlights) / (Total estimated kWh consumption of all street lights assuming no dimming)]. The net result will be a reduction in overall energy use and reflected on the customer bill.



**43. Would Pepco adjust the lighting intensity?**

No, the dimming profile and capability will be set by the customer for their customer-owned streetlights.

**Non-Standard Lights**

**44. What if a municipality wishes to install streetlights that are not currently approved for use by PEPCO?**

Pepco will consider non-standard styles, colors, and temperatures such as 2700K. Customers must submit luminaire specifications to Pepco at [ODL-Pepco@pepco.com](mailto:ODL-Pepco@pepco.com). Some non-standard luminaires may require the customer to provide a sample luminaire to be reviewed by Pepco's Standards department for use on the system.