TOWN OF BLADENSBURG COUNCIL WORK SESSION MEETING | OCTOBER 12, 2026

October 12, 2026 at 5:30 PM

4229 Edmonston RD, Bladensburg, MD 20710

AGENDA

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

https://www.youtube.com/channel/UCofIhVTBeID3c9oH8GYSW0g

https://www.facebook.com/Bladensburgmd

1. **Call to Order – 1 min**
2. **Approval of Agenda – 1 min**
3. **Presentations**
   - **A.** Mentoring through Athletics - 15 min
4. **Approval of Minutes**
   - **A.** Approval of Sept 14 2026 work session minutes - 1 min
5. **Financial Business**
   - **A.** Retention Grant Budget Amendment Ordinance 02-2027 - 5 min
   - **B.** Vehicles Budget Amendment Ordinance 03-2027 - 5 min
   - **C.** FAMLI discussion - 10 min
6. **New Business**
   - **A.** Shepard Energy Resolution - 5 min
   - **B.** Amend the Town Code to add new streets and expand designated no-parking areas to ensure the stop sign cameras have a clear line of sight. - 5 min
   - **C.** MOU Discussion - 15 min
   - **D.** Town Hall Discussion - 15 min
7. **Updates**

A. Community Garden Location - 5 min

B. Composting - 3 min

8. Adjournment

Town of Bladensburg Council Work Session Meeting | September 14, 2026

Meeting Minutes

September 14, 2026, 5:30 PM
4229 Edmonston RD, Bladensburg, MD 20710, US

1. Call to Order

The Mayor called the Town of Bladensburg Council Work Session to order on Monday, September 14, 2026 at 5:30 PM at 4229 Edmonston Road, Bladensburg, MD 20710.

2. Approval of Agenda

The agenda was approved with two amendments: the addition of a civility pledge item under New Business, and the assignment of time allocations to each agenda item to target adjournment by approximately 6:45–6:50 PM.

> Motion to approve the amended agenda was made by Council Member Brown and seconded by Council Member McBryde. The motion carried unanimously.

3. Presentations

a. 52nd Ave State and Town Partnership Discussion and MOU Review

Derrick Gunn, District 3 Engineer for the Maryland State Highway Administration (SHA), presented an update on the Maryland Route 769C corridor project. He summarized two parallel efforts: a short-term pilot project featuring plastic barriers and one-way traffic to address pedestrian safety, and a longer-term permanent shared-use path design project funded through the federal Highway Safety Improvement Program (HSIP) at a 90/10 federal-state match.

A Memorandum of Understanding (MOU) to formalize collaborative maintenance responsibilities for the pilot infrastructure is currently under SHA legal review and is expected to be transmitted to the town later in September. The permanent design project, which includes a shared-use path on the south side of 769C with drainage improvements, is anticipated to complete design by late 2028, with construction beginning in spring 2029 and lasting approximately 12–18 months.

The council expressed support for maintaining the one-way traffic configuration, citing improved pedestrian and cyclist safety data. Council Member Blount raised concerns about ensuring the town's public works staff are not overburdened under the MOU. Mr. Gunn affirmed that SHA's intention is a collaborative maintenance arrangement, not a transfer of responsibility to the town. The Mayor noted that the town is exploring use of traffic enforcement revenue to offset maintenance costs. Senator Augustine, participating remotely, expressed support and confirmed the project falls under the SHA's system preservation category within the Consolidated Transportation Plan.

b. Ice/Community Engagement Discussion

Town Administrator Brian Wood introduced the discussion, noting that the town has been working collaboratively with community advocates on a framework to support residents affected by Immigration and Customs Enforcement (ICE) activity. The town has already taken several steps, including appointing a Spanish-speaking community liaison within the police department.

Community advocates from a resident working group presented a second set of requests, focusing on harm reduction, family support, and community safety measures. Key points raised included: the need to be mindful

of unmarked police vehicles as perceived ICE vehicles; the value of resident-facing educational signage; and a request that the town codify a local policy limiting cooperation with ICE absent a judicial warrant, similar to existing state and county policies. The Mayor noted that guidance from the Maryland Attorney General's Office had been received and shared with law enforcement leadership, and that conversations with state officials are ongoing. The town's duty-to-intervene general order, established following 2021 police reform efforts, was also cited as a relevant existing protection. The Mayor indicated that a continued dialogue with the community group is expected.

c. Evergreen Cemetery Partnership Presentation

Representatives from Joe's Movement Emporium — Oldowat Tinelli, Director of Creative Placemaking, and Hulam Chung, Operations Director — presented plans for a partnership to restore Evergreen Cemetery, a historic site within the town. The project is funded through grants from the Chesapeake Bay Trust and the EPA, and will involve invasive species removal, beautification, identification of those interred at the site, and restoration of the front gate.

A public kickoff event is scheduled for September 26th from 11 AM to 1 PM. The town was asked to promote the event, support volunteer recruitment, and restore the retaining wall facing the street. Council members requested that the perimeter fence also be assessed for repair. The Mayor suggested exploring a partnership with the University of Maryland's goat program for invasive species removal and connecting with a Maryland genealogy organization to assist in identifying remains. Mr. Wood confirmed that the Bostock House activation efforts would complement this project.

4. Approval of Minutes

a. Approval of July 13, 2026 Work Session Minutes

The Mayor noted minor corrections required to the minutes, including name spelling errors and missing last names, which were to be submitted to the administrator separately.

> Motion to approve the July 13, 2026 work session minutes as corrected was made by Council Member Blount and seconded by Council Member McBryde. The motion carried unanimously.

5. New Business

a. Composting Contract Discussion

Town Administrator Wood reported that the composting program, originally grant-funded through January 2026, is currently serving approximately 27 households at a cost of $27 per month per household, totaling approximately $8,800 annually. The council discussed options for continuation, including a cost-share model or full town subsidy. The administrator noted that collecting small payments from residents adds administrative complexity and recommended an all-or-nothing approach. The council directed staff to engage the contractor, benchmark numbers from neighboring Port Towns communities, and return with a participation target and framework within 45–60 days. The Mayor encouraged residents in attendance to enroll in the program.

b. MEDCO Agreement and Motion to Direct

The Mayor summarized the town's ongoing collaboration with the Maryland Economic Development Corporation (MEDCO) regarding an economic development study for the waterfront. The $200,000 state appropriation, enacted in 2025 legislation, covers MEDCO's monthly administration fee of $9,000 for six months ($54,000 total) as well as the RFP cost for an independent economic and environmental analysis. Council was informed that MEDCO representatives would be present at the 7:00 PM council meeting to answer detailed questions. Council Member Dixon raised questions regarding the fixed fee structure, which staff confirmed is set by legislation. The council was asked to authorize the Mayor to execute the MOU.

c. New Flagging Agreement/Partnership with John O'Connor

Administrator Wood presented a proposal from the town's current grants manager, John O'Connor, to pursue approximately $1,000,000 in outstanding unpaid citations through a new tiered collection structure, including state-level flagging and liens for out-of-state violators. The proposal also included designating this entity as the

town's ombudsman for citation review at a fee of $2.24 per review. Staff and the Interim Police Chief raised concerns about the conflict of interest in having a single vendor serve as both collection agent and ombudsman, the redundancy with existing in-house collection capabilities, and the burden that a 35% collection surcharge would place on residents. The council expressed skepticism about the proposal, noting that many outstanding citations are several years old, reducing the likelihood of collection. No action was taken; further internal discussion was indicated.

d. Resolution 05-2027 Speed-Monitoring System

Administrator Wood explained that this resolution clarifies and formally designates school zones within the town to support the operation of existing speed cameras and upcoming stop sign cameras, correcting a procedural gap from the original 2019–2020 implementation. No council objections were raised; formal action was deferred to the 7:00 PM council meeting.

e. Resolution 06-2027 Grant with MNCAPP

This resolution accepts a grant to develop a master plan for the Bostock House site, an effort led in partnership with Amendment Trust. No further discussion was recorded.

f. Resolution 07-2027 Contract Colossal Award Contract

This resolution codifies the council's prior 4-0 vote to award a $99,000 contract to Colossal for repair work at Bostock House, including painting, tuckpointing, and masonry. The Mayor noted several clerical corrections needed in the resolution text, including outdated references to the former town administrator, to be corrected before the 7:00 PM meeting.

g. Resolution 08-2027 Revised Agreement for Port Towns Bus

Administrator Wood summarized the revised agreement formalizing the town's assumption of the Port Towns Bus service. The agreement was modified so that the town draws down the $9,000 valuation against ridership from Kamar Manor, the only remaining participating community, eliminating the need for an upfront capital outlay.

h. Resolution 09-2027 Façade Improvement Grants

This resolution authorizes an agreement with Common Resilience Partners (Tom) to serve as administrator for the BCCE façade improvement grant program at a fee of $1,500 per month, funded entirely from existing grant awards with no operational cost to the town.

i. Resolution 10-2027 Operational Award, Wayfinding Grant

This resolution formalizes the agreement with Common Resilience Partners to administer the $300,000 wayfinding grant and continuing BCCE day-to-day operations at $3,600 per month. All costs are covered by previously awarded grants.

j. Resolution 12-2027 Common Resilience Partners Agreement

This resolution formalizes the overarching administrative agreement with Common Resilience Partners covering the suite of BCCE-related grant programs described above.

k. Resolution 11-2027 Annex Floormax Flooring Award

This resolution awards a flooring contract for the police department annex. The selected quote was found to be the most comprehensive, covering the main area and all offices, and was deemed reasonable compared to competing proposals.

l. Ordinance 01-2027 Updated Town Code

Administrator Wood indicated that the comprehensive town code update is complete and ready for adoption. Council Member Blount flagged a specific change on page 48 relating to the absentee ballot application deadline, which was extended from 7 days to 14 days before an election, and requested discussion of that provision before adoption.

m. Hampton Woods Update

Administrator Wood reported that a proposal has been submitted to Hampton Woods and the town is awaiting a response.

Note: The Civility Pledge, which was added to the agenda at the start of the meeting, was deferred to the next council meeting due to time constraints.

6. Adjournment

Motion to adjourn was made by Council Member Dixon and seconded by Council Member Brown. The motion carried unanimously.

TOWN OF BLADENSBURG
4229 Edmonston Road
Bladensburg, Maryland

ORDINANCE NO. 02-2027: FISCAL YEAR 2027 BUDGET AMENDMENT FOR THE ACCEPTANCE OF THE MARYLAND GOVERNOR'S OFFICE OF CRIME PREVENTION AND POLICY'S POLICE RECRUITMENT AND RETENTION PROGRAM GRANT NO. PRAR-2027-0040 IN AN AMOUNT NOT TO EXCEED: $12,015.00

AN EMERGENCY ORDINANCE TO AMEND THE OPERATING BUDGET OF THE TOWN OF BLADENSBURG, MARYLAND, FOR THE 2027 FISCAL YEAR (JULY 1, 2026, THROUGH JUNE 30, 2027).

WHEREAS, the Town Administrator of the Town of Bladensburg has made a recommendation to the Mayor and Town Council to amend the FY 2027 Budget to reallocate funds as part of this Fiscal Year and;

WHEREAS, the Town has received the Maryland Governor's Office of Crime Prevention and Policy's Police Recruitment and Retention Program Grant No. PRAR-2027-0040 for the Town of Bladensburg Retention Program in an amount not to exceed: $12,015.00 and;

WHEREAS, the Mayor and Town Council of the Town of Bladensburg have determined that it is in the best interest of the Town to pass this as a Budget Amendment Ordinance at the October 12, 2026, Town Council meeting.

NOW, THEREFORE, BE IT ENACTED AND ORDAINED by the Mayor and Town Council of the Town of Bladensburg that the following amendments are made to the general operating budget for Fiscal Year 2027 for retention bonuses for the Police Department.

1. Increase Compensation expenses for Public Safety by **$12,015** for retention bonuses for Police Department personnel; and

2. Increase revenues for Police Grants **$12,015** to offset expenses related to retention bonuses for the Public Safety Department.

Overall Budget Impact: **$12,015**

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, and will be effective the 12th day of October 2026.

ATTEST: By Order of the Mayor and Town Council

_____ _____
Brian Wood, Acting Town Clerk Takisha James, Mayor

First Reading: October 12, 2026
Second Reading: -

Adopted: October 12, 2026
Effective: October 12, 2026

TOWN OF BLADENSBURG
4229 Edmonston Road
Bladensburg, Maryland

ORDINANCE NO. 03-2027: FISCAL YEAR 2027 BUDGET AMENDMENT FOR POLICE DEPARTMENT FOR PURCHASING AND UPFITTING THREE (3) POLICE VEHICLES.

AN EMERGENCY ORDINANCE TO AMEND THE OPERATING BUDGET OF THE TOWN OF BLADENSBURG, MARYLAND, FOR THE 2027 FISCAL YEAR (JULY 1, 2026, THROUGH JUNE 30, 2027).

WHEREAS, the Town Administrator of the Town of Bladensburg has made a recommendation to the Mayor and Town Council to amend the FY 2027 Budget to reallocate funds as part of this Fiscal Year; and

WHEREAS, the Mayor and Town Council of the Town of Bladensburg have determined that it is in the best interest of the Town to pass this as a Budget Amendment Ordinance at the October 12, 2026, Town Council meeting.

NOW, THEREFORE, BE IT ENACTED AND ORDAINED by the Mayor and Town Council of the Town of Bladensburg that the following amendments are made to the general operating budget for Fiscal Year 2027:

1. Increase Service Charges for Fines/Fees, Automated Enforcement and/or Red Light Proceeds **$118,000** for the use of funds to purchase and upfit three (3) Police Vehicles; and,

2. Increase Capital Expenses by **$118,000** for the expenses associated with purchasing and upfitting three (3) Police Vehicles.

Overall Budget Impact: **$118,000**

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, and will be effective on the 12th day of October 2026.

ATTEST: By Order of the Mayor and Town Council

Brian Wood, Acting Town Clerk

Takisha James, Mayor

First Reading:	October 12, 2026
Second Reading:	-
Adopted:	October 12, 2026
Effective:	October 12, 2026

TOWN OF BLADENSBURG

4229 Edmonston Road • Bladensburg, Maryland 20710

DECISION POINT MEMORANDUM

Maryland Family and Medical Leave Insurance (FAMLI) Program

TO: Honorable Mayor and Members of the Town Council
FROM: Brian Wood, Interim Town Administrator
DATE: October 6, 2026
RE: FAMLI Plan Election and Contribution Cost-Share — Council Direction Requested

PURPOSE

This memorandum asks the Council for direction on two decisions the Town must make before Maryland's new paid family and medical leave program begins collecting contributions on **January 1, 2027**: (1) which plan the Town will participate in, and (2) how the 0.9% contribution will be shared between the Town and its employees. Staff is seeking consensus at this meeting so that an emergency appropriation can be brought forward in November.

BACKGROUND

The *Time to Care Act of 2022* created the Family and Medical Leave Insurance (FAMLI) program, a statewide insurance fund administered by the Maryland Department of Labor's FAMLI Division. After several legislative delays, the schedule is now firm: payroll contributions begin January 1, 2027, the State uses 2027 to seed the fund, and benefits become available to eligible workers no later than January 3, 2028.

Key features for the Council's awareness:

- **Who is covered:** Every Maryland employer with at least one employee must register, including municipalities. Because the Town has 15 or more employees, it is responsible for the employer share of contributions.
- **Contribution rate:** 0.9% of each employee's wages up to the Social Security wage base. By default it may be split 50/50 (0.45% employer / 0.45% employee), but an employer may elect to pay the full amount. Beginning in 2028 the State will set the rate annually, with a statutory cap of 1.2%.
- **Benefits:** Eligible employees (generally 680 hours worked in Maryland over the prior four quarters) may receive up to 12 weeks of partial wage replacement per year, capped at $1,000 per week, for a new child, their own serious health condition, caring for a family member, and certain military-related needs. Employers must maintain job protection and health benefits during approved leave.
- **Plan options:** Employers are automatically enrolled in the **State Plan** unless they file a Declaration of Intent (DOI) to pursue an approved private plan. The DOI window runs **September 1 – November 15, 2026**; this is the decision deadline that drives the timing of this memo.

DECISIONS REQUESTED

DECISION POINT 1: Plan Election

Does the Council concur that the Town will participate in the State (public) Plan rather than pursue a private plan?

Option A: State Plan — Town remits contributions quarterly to the FAMLI Division; the State administers all claims and benefits. No DOI is filed.

Option B: Private Plan — Town files a DOI by November 15, 2026, contributions are held in escrow during 2027, and a full plan application is due October 1, 2027. Requires a fully insured carrier product (or self-insurance with 50+ Maryland employees) that meets or exceeds State benefits.

Staff Recommendation: Option A — State Plan. The MACo/MABE/MML Time to Care Act Collaborative has reported that carriers are not offering a uniform rate to local governments, so private-plan pricing for a municipality of our size is uncertain. A private plan would also add escrow, application, and ongoing claims-administration duties that the Town is not staffed to absorb. The State Plan offers the lowest administrative burden and a predictable, State-set rate.

DECISION POINT 2: Contribution Cost-Share

Should the Town pay the full 0.9% contribution, or split the cost with employees?

Option A: Town pays 100% (0.9%) — No FAMLI payroll deduction for employees; the Town absorbs the full cost.

Option B: 50/50 split — Town pays 0.45%; 0.45% is withheld from each employee's paycheck, roughly halving the Town's cost.

Option C: Other split — Any Town share between 0.45% and 0.9% as directed by Council.

Staff Recommendation: Option A — Town pays the full cost. Covering the employee share avoids a new deduction from staff paychecks at a modest cost, supports recruitment and retention (particularly for sworn officers in a competitive regional market), and simplifies payroll administration and employee communications.

FISCAL IMPACT

The current FY2027 budget does not include FAMLI contributions. Staff estimates the Town's cost as follows, based on current payroll:

Scenario	Jan.–June 2027 (6 months)	Full Year (Annualized)
Town pays full 0.9% *(Recommended)*	**≈ $25,000**	**≈ $50,000**
50/50 split (Town pays 0.45%)	≈ $12,500	≈ $25,000

Contributions are reported and paid quarterly; the first payment (January–March wages) is due April 30, 2027. Annual costs will rise with payroll growth and could increase if the State raises the rate (capped at 1.2%). Staff will also confirm with the payroll provider the payroll-tax treatment of the employee share when it is paid by the Town.

NEXT STEPS (IF COUNCIL CONCURS)

October 2026	Council consensus on both decisions; staff completes FAMLI employer registration and designates the Town's authorized officer. No DOI will be filed.
November 2026	Staff returns with an emergency resolution appropriating approximately $25,000 to fund contributions for January–June 2027.
December 2026	Written notice to employees, at least one pay period before contributions begin, confirming the Town will cover the full contribution.
Jan. 1, 2027	Contributions begin; payroll configured accordingly.
April 30, 2027	First quarterly wage report and contribution payment due.
Spring 2027	Full-year FAMLI cost (≈ $50,000) included in the proposed FY2028 budget.
July 2027 / Jan. 2028	Required employee notice of FAMLI benefits (by July 2027); benefits become available (by January 3, 2028).

ACTION REQUESTED: Council consensus to (1) participate in the Maryland FAMLI State Plan and (2) have the Town pay the full 0.9% contribution on behalf of employees, with an emergency appropriation of approximately $25,000 to be presented for adoption in November 2026.

TOWN OF BLADENSBURG
4229 Edmonston Road
Bladensburg, Maryland

Introduced: Takisha James on behalf of the Town Administration

Adopted: October 12, 2026

PROPOSED | RESOLUTION NO: 13 – 2027

A RESOLUTION AUTHORIZING THE TOWN OF BLADENSBURG, ACTING AS FISCAL AGENT FOR THE BCCE PORT TOWNS COLLABORATIVE, TO EXECUTE AN AGREEMENT FOR SERVICES WITH SHEPHERD ENERGY TO SERVE AS PRIME PROGRAM CONSULTANT FOR THE PORT TOWNS CLIMATE ACTION PROGRAM, ON BEHALF OF THE BCCE PORT TOWNS COLLABORATIVE

WHEREAS, the Town of Bladensburg is a participating member of the BCCE Port Towns Collaborative, together with the municipalities of Colmar Manor, Cottage City, and Edmonston (collectively, the "Port Towns"); and

WHEREAS, the Town of Bladensburg serves as fiscal agent for the BCCE Port Towns Collaborative and, in that capacity, receives, holds, and administers grant funds and executes associated contracts on the Collaborative's behalf, even where the underlying work and benefit are shared across all four Port Towns communities; and

WHEREAS, the BCCE Port Towns Collaborative has been awarded Maryland Energy Administration Grant #2024-05-577S1 to fund development and implementation of a Port Towns Climate Action Program (the "Program") serving Bladensburg, Edmonston, Colmar Manor, and Cottage City; and

WHEREAS, Shepherd Energy submitted a proposal dated September 16, 2026 (the "Proposal," attached hereto) to serve as Prime Program Consultant and single point of accountability for the Program, with services structured into five milestones as more particularly described in the Proposal and summarized in the Program Summary attached to this Resolution; and

WHEREAS, the Proposal identifies a combined Initial Program Authorization, comprising Milestone 1 (Climate Action Plan Development & Technical Consulting) at a professional fee of $97,500 and Milestone 2 (Public Facility Energy Assessments) at an initial not-to-exceed amount of $57,500, for a total Initial Program Authorization not to exceed $155,000; and

WHEREAS, funding for the Initial Program Authorization is to be provided from Maryland Energy Administration Grant #2024-05-577S1 awarded to the BCCE Port Towns Collaborative, and this Agreement shall result in no financial impact to the Town of Bladensburg's general fund beyond the Town's administration, as fiscal agent, of grant funds held on the Collaborative's behalf; and

WHEREAS, the award of this Agreement is made on behalf of the BCCE Port Towns Collaborative, and the Town Council's action on this Resolution authorizes the Town, in its capacity as fiscal agent, to execute the Agreement; execution of a binding contract with Shepherd Energy remains contingent upon corresponding approval by the BCCE Board.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Town Council of the Town of Bladensburg that the Mayor, or her designee, is hereby authorized to execute, on behalf of the BCCE Port Towns Collaborative and in the Town's capacity as fiscal agent, an Agreement for Services with Shepherd Energy, in substantially the form presented to the Town Council, engaging Shepherd Energy as Prime Program Consultant for Milestone 1 and the initial phase of Milestone 2 of the Port Towns Climate Action Program, at a combined Initial Program Authorization not to exceed $155,000; and

BE IT FURTHER RESOLVED that this authorization is limited to Milestone 1 and the initial phase of Milestone 2 as described in the Proposal; and

BE IT FURTHER RESOLVED that the Town Administrator, acting on behalf of the Town in its capacity as fiscal agent for the BCCE Port Towns Collaborative, is authorized to designate the municipal project lead and applicable facility and data-access contacts, and to take such further administrative action as is reasonably necessary to coordinate the Town's participation in the Program, consistent with the Proposal; and

BE IT FURTHER RESOLVED that funding for the Initial Program Authorization shall be paid from Maryland Energy Administration Grant #2024-05-577S1 awarded to the BCCE Port Towns Collaborative, and that execution of this Agreement shall result in no financial impact to the Town of Bladensburg's adopted budget beyond the Town's administration of grant funds held on the Collaborative's behalf as fiscal agent; and

BE IT FURTHER RESOLVED that final execution of the Agreement with Shepherd Energy is contingent upon approval by the BCCE Board, and that this Resolution constitutes the Town Council's conditional authorization to proceed, not final execution of a binding contract; and

BE IT FURTHER RESOLVED that this Resolution shall take effect immediately upon its adoption.

ADOPTED by the Mayor and Town Council of the Town of Bladensburg, Maryland, at a regular meeting on October 12, 2026, and thereafter this Resolution was prominently posted in the Town Hall and available for inspection by the public.

By Order of the Mayor and Town Council

Attest:

_____ _____

Brian Wood, Interim Town Administrator Takisha James, Mayor

Approved as to Administration:

_____

Brian Wood, Interim Town Clerk

EXHIBIT A — PROGRAM SUMMARY: WHAT SHEPHERD ENERGY PROPOSES TO DO

Shepherd Energy proposes to serve as Prime Program Consultant and single point of accountability for the Port Towns Climate Action Program, funded under Maryland Energy Administration Grant #2024-05-577S1, on behalf of Bladensburg, Edmonston, Colmar Manor, and Cottage City. The Proposal organizes the engagement into five milestones:

Milestone 1 — Climate Action Plan Development & Technical Consulting ($97,500)

- Develop one consolidated Port Towns Climate Action Plan covering all four communities.
- Establish regional/community-wide GHG context using MWCOG, County, and other authoritative sources, and a municipal operations energy and GHG baseline (buildings, fleet, street lighting).
- Align the Plan with Prince George's County and Maryland climate policy and targets.
- Develop practical reduction pathways, near-/medium-/long-term objectives, and a prioritized implementation and investment roadmap with funding pathways.
- Maintain a data-request/source tracker documenting data sources, gaps, and limitations.

Milestone 2 — Public Facility Energy Assessments (Initial NTE $57,500)

- Perform ASHRAE Level 1-type energy assessments of approximately four designated public facilities.
- Evaluate building systems, HVAC, envelope, and equipment; identify energy conservation measures, HVAC/electrification, and preliminary solar opportunities.
- Validate facility count, complexity, and scope at project start; material differences may require a written adjustment before expanded work is performed.

Milestone 3 — Bus Shelter LED & Solar Implementation (subsequent task authorization)

- Coordinate LED lighting and solar improvements at designated Port Towns bus shelters as a visible early-action project.
- Confirm sites, coordinate qualified subcontractors/vendors, and document installed measures and performance.

Milestone 4 — Staff Resources & Community Engagement (subsequent task authorization)

- Coordinate program administration and stakeholder/community engagement across the four communities.
- Develop clean-energy and efficiency education/outreach content, and incorporate equity and resilience considerations into prioritization.

Milestone 5 — Outcome Measurement & Reporting (subsequent task authorization)

- Establish a performance-measurement framework connecting the Milestone 1 baseline to facility improvements and implementation results.
- Track indicators such as municipal energy use, GHG emissions, energy savings, renewable generation, and implementation status; support progress and final reporting.

Schedule and Commercial Terms

- Milestone 1 and 2 technical work is anticipated to take approximately 14–18 weeks following Notice to Proceed.
- Combined Initial Program Authorization for Milestones 1 and 2: Not to Exceed $155,000; this amount covers professional services only and is not a capital implementation budget.
- Milestones 3–5 require separate, subsequent written task authorizations defining scope, deliverables, schedule, and fees before any related work or cost is incurred.
- Shepherd will obtain written authorization before performing services materially outside the then-authorized scope.

TOWN OF BLADENSBURG
4229 Edmonston Road
Bladensburg, Maryland

ORDINANCE NO. 04-2027: AN ORDINANCE TO AMEND CHAPTER 112, VEHICLES AND TRAFFIC, OF THE CODE OF THE TOWN OF BLADENSBURG TO PROHIBIT THE STANDING OR PARKING OF VEHICLES WITHIN ONE HUNDRED (100) FEET ON THE APPROACH TO A STOP SIGN MONITORED BY A STOP SIGN MONITORING SYSTEM.

WHEREAS, § 25-102(a)(1) of the Transportation Article of the Annotated Code of Maryland authorizes municipalities to regulate or prohibit the stopping, standing, or parking of vehicles and to provide for the impounding of vehicles parked in violation; and

WHEREAS, § 21-707.1 of the Transportation Article authorizes the use of stop sign monitoring systems in Prince George's County on highways located in a school zone maintained by a local jurisdiction, if authorized by the governing body of the local jurisdiction by local law enacted after reasonable notice and a public hearing, and, in Prince George's County, only at a location approved by the Prince George's County Council; and

WHEREAS, the Town of Bladensburg operates stop sign monitoring systems, and § 21-707.1(b)(4) of the Transportation Article requires that a recorded image show the motor vehicle and clearly identify the registration plate number of the motor vehicle in order to support a citation; and

WHEREAS, § 112-5.C(3) of the Code of the Town of Bladensburg presently prohibits standing or parking a vehicle within thirty (30) feet on the approach to any flashing signal, stop sign, yield sign, or traffic control signal located at the side of a roadway; and

WHEREAS, the Mayor and Town Council find that vehicles standing or parked on the approach to a stop sign monitored by a stop sign monitoring system may obstruct the line of sight of the system, may prevent the capture of a recorded image sufficient to identify a registration plate number, and may obscure the stop sign itself from the view of approaching motorists; and

WHEREAS, the Mayor and Town Council further find that vehicles standing or parked close to such an intersection obstruct the sight lines of motorists and pedestrians, including children walking to and from school, and that a greater clear distance on the approach to these particular stop signs is warranted for the safety of the traveling public; and

WHEREAS, the Mayor and Town Council deem it appropriate to amend Chapter 112 of the Code of the Town of Bladensburg, and find that adoption of this Ordinance is in the interest of the public health, safety, and welfare of the Town.

NOW, THEREFORE, BE IT ENACTED AND ORDAINED by the Mayor and Town Council of the Town of Bladensburg that § 112-5.C(3) of the Code of the Town of Bladensburg be, and the same is hereby, amended to read as follows, with language added shown by underscoring:

§ 112-5. Stopping, standing and parking prohibited in specified places.

C. Standing or parking. A person may not stand or park a vehicle:

* * *

(3) Within thirty (30) feet on the approach to any flashing signal, stop sign, yield sign or traffic control signal located at the side of a roadway, or within one hundred (100) feet on the approach to any stop sign that is monitored by a stop sign monitoring system;

* * *

AND BE IT FURTHER ENACTED AND ORDAINED by the Mayor and Town Council of the Town of Bladensburg that § 112-5 of the Code of the Town of Bladensburg be, and the same is hereby, further amended by adding a new Subsection I, to read as follows:

I. Stop sign monitoring systems; monitored stop signs.

(1) As used in this section, "stop sign monitoring system" has the meaning stated in § 21-707.1 of the Transportation Article of the Annotated Code of Maryland, and a stop sign is "monitored" when a stop sign monitoring system is in use at that stop sign in accordance with that section.

(2) The one hundred (100) foot distance in Subsection C(3) of this section shall be measured along the edge or curb of the roadway from the stop sign in the direction from which approaching traffic is required to stop.

(3) The Town shall place signs or curb markings giving notice of the one hundred (100) foot restriction on the approach to each monitored stop sign. The one hundred (100) foot restriction shall not be enforced at a monitored stop sign until those signs or curb markings have been placed.

(4) Any person issued a citation for a violation of the one hundred (100) foot restriction in Subsection C(3) of this section shall be subject to a fine of Fifty Dollars ($50.00) for each offense.

AND BE IT FURTHER ENACTED AND ORDAINED by the Mayor and Town Council of the Town of Bladensburg that nothing in this Ordinance shall be construed to authorize the use of a stop sign monitoring system at any location, or to limit or alter the requirements of § 21-707.1 of the Transportation Article governing the authorization, location, notice, and signage of stop sign monitoring systems; and

AND BE IT FURTHER ENACTED AND ORDAINED that the provisions of this Ordinance shall be severable, and if any provision of this Ordinance or the application thereof to any person or circumstance is held invalid for any reason, such invalidity shall not affect the other provisions or any other applications of this Ordinance which can be given effect without the invalid provision or application; and

AND BE IT 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, and shall take effect twenty (20) days from the date of its adoption, provided that the one hundred (100) foot restriction shall be enforced at a given monitored stop sign only after the signs or curb markings required by § 112-5.I(3) have been placed.

INTRODUCED by the Mayor and Town Council of the Town of Bladensburg at a Town Council meeting on the 12 day of October, 2026, and thereafter, this Ordinance was prominently posted in the Town Hall and available for inspection by the public.

ATTEST:

By Order of the Mayor and Town Council

_____

Brian Wood, Acting Town Clerk

_____

Takisha James, Mayor

First Reading: _12, October, 2026

Effective: _____