



October Work Session Agenda

Tuesday, October 06, 2026 at 6:30 PM

3820 40th Avenue Cottage City, Maryland 20722

This meeting will be hosted on Zoom:

<https://us02web.zoom.us/j/86304950535?pwd=h06i36eMmYG2cMcRkcMmA0kMjGePda.1>

Phone: 301-715-8592 | Meeting ID: 863 0495 0535 | Passcode: 709643

Call to Order and Roll Call

Review of Agenda

Public Comments

Anyone seeking to speak under Public Comments must sign in prior to the end of the Board Work Session. There is a 3-minute time limit. When you come up to speak, you will need to state your name, address, what organization that you represent and your topic of concern(s).

Business

1. Maryland Family & Medical Leave Insurance (FAMLI) Program Presentation By Trish Reuter, VW Brown Insurance (Commission Discussion)
2. Old Firehouse Update Presentation By CPJ (Commission Discussion)
3. Ordinance 2026-03: An Ordinance of the Town of Cottage City Amending Chapter 1 (animals and fowl) of the Code of the Town of Cottage City to prohibit the feeding of wildlife, including vultures; to declare such feeding a public nuisance; to provide limited exemptions for songbirds, pollinators, and squirrels; to establish a schedule of fines and enforcement procedures; to authorize modification of said fines by written resolution; and generally relating to the protection of public health, safety, and welfare. (First Reading & Commission Discussion)
4. Resolution 2026-26: A Resolution of the Commissioners of the Town of Cottage City approving Community Garden Resiliency Hub Projects, authorizing expenditures not to exceed the \$40,000 grant award, authorizing related budget adjustments and documents, and authorizing work to commence. (Commission Discussion)
5. Resolution 2026-27: A Resolution of the Commissioners of the Town of Cottage City authorizing Town Manager to execute the amended USDA Community Facilities Grant Agreement and related documents to complete the process of recovering grant funds for the Town. (Commission Discussion)
6. American Landscaping Quote: Bunker Hill Road Tree Clean-Up (Commission Discussion)
7. Town of Cottage City Recreational Sports (Commission Discussion)
8. America In Bloom Evaluation Report (Commission Discussion)
9. Maryland Municipal League Fall Conference (Commission Discussion)

Updates

Motion To Vote In A Work Session (Commission Vote)

Motion to Go Into A Closed Session (Commission Vote)

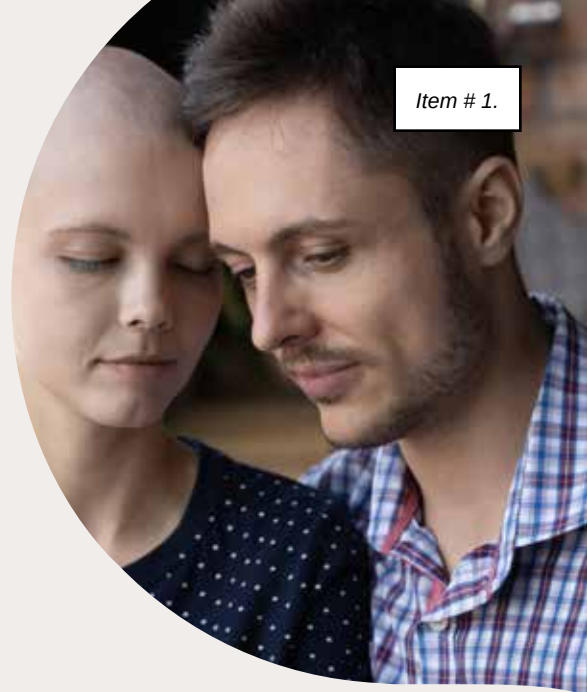
This meeting will be closed under General Provisions Art. § 3-305(b) only: (1)____ “To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; any other personnel matter that affects one or more specific individuals”. (7)____ “To consult with counsel to obtain legal advice” (8)____ “To consult with staff, consultants, or other individuals about pending or potential litigation”.

The Cottage City Commission will go into a closed session (i) to discuss the qualifications, record and status of an appointed official, (ii) to discuss an invoice billed to the Town and the Town's responsibilities to pay said invoice, (iii) to hear an employee's workplace concerns concerning the scope of work and performance in general.

Open Session Following Closed Session

Adjournment

All meetings are subject to closure pursuant to the Maryland Open Meetings Act: Pursuant to the Annotated Code of Maryland, State Government Article Section 10-508(a), the Council by majority vote may retire to executive or closed session at any time during the meeting. Should the Commission retire to executive or closed session the Chair will announce the reasons and a report will be issued at a future meeting disclosing the reasons for such closed session.



A Proposal for:

State-mandated Paid Family & Medical Leave (PFML)/Related Policies



Quote ID: 61347ID, issued 08/03/2026
Proposal prepared for: TOWN OF COTTAGE CITY
Prepared by: VW Brown Insurance
Your Rep is: BROOKS WRIGHT

Here's Your Estimated Cost Breakdown for Fully-Insured Approved Private Plan Coverage

Product Quoted	Requested Effective Date	Proposed Rate	Estimated Annual Premium	Lives	Volume	Rate Guarantee	Bill Mode
MD Paid Family & Medical Leave (MD PFML)	01/01/2028	0.40% / TW	\$1,725	6	431,137.00	1 Year	Quarterly in Arrears
ESTIMATED TOTALS			\$1,725	6			

Quotes are valid for 60 days (except MD). This is a proposal. It is not a contract. This proposal is for illustrative purposes only and provides a general overview of the services described. ShelterPoint may establish new premium rates as of the effective date of any amendment to the applicable laws and regulations which affect or alter our obligation under the policy. We may also establish new premium rates in the event that the group's population changes +/- 15% from the time of quoting to issuance. Please refer to the last page for a full listing of all disclosures.

Underwritten by: ShelterPoint Life Insurance Company (principal office in Garden City, NY).

In Maryland, this proposal is not a quote and is for illustrative purposes only. Any rate breakdown shown is for informational purposes only and not an offer to purchase benefits separately. Final rates are subject to approval by the Maryland Insurance Administration and may be higher or lower than the illustrated rates. Actual premiums paid may differ from the estimated premium provided under this proposal.

What Will be Covered Under Your Approved Private Plan

Product Quoted	Qualifying Event	Maximum Weekly Benefit	Maximum Leave Length	Waiting Period
MD PFML	Family Leave: Bond with new child Caregiving (family member's serious health condition) Military Caregiving (family member's active service injury or illness) Military exigency	\$1,000.00	12 weeks	No
	Medical Leave/Self-care: Serious Health Condition			
	90% of the employee's AWW that is equal to or less than 65% of SAWW + 50% of the portion of the employee's AWW that is greater than 65% of SAWW An additional 12 weeks may be available if the employee, during the same application year, took bonding leave and later needed leave to care for their own serious health condition, (or vice versa), bringing total benefits to 24 weeks in a 12-month period.			

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Here's Your Next Steps

Reach out to your broker with any questions, and to coordinate what's needed to initiate your private plan application.

About Us

ShelterPoint's¹ calling is to protect members during moments that matter. All while providing a smooth experience and investing in growing our capabilities, powered by our dedication to being an industry leader in Paid Family & Medical Leave². Lean on our expertise so you can serve your clients with confidence and ease – including your small groups. Simply put: we aim to make things easy for you and your clients.

And with ShelterPoint as their Private Plan³ provider, your clients can rest assured – we're here to protect their employees' highs and lows.



By the Numbers

More than 196,000 employers with 2.0 million employees⁴ trust us to help them strike the right balance between coverage and cost to comply with state regulations and complete their benefit equation.



Ranked #1 nationwide
in PFML cases sold²



Ranked #1 nationwide
in PFML cases in force²



Ranked #2 nationwide in
PFML in-force premium²

¹ShelterPoint is the brand name for ShelterPoint Life Insurance Company (a NY-domiciled carrier with its principal office in Garden City, NY) and its wholly owned subsidiary, ShelterPoint Insurance Company (a FL-domiciled carrier, licensed in all states excluding NY, CA, and MI). Not all products, features, and services are available in all states. ShelterPoint is wholly owned by Protective Life Insurance Company ("Protective"), an Omaha, Nebraska-domiciled carrier that is licensed in all states excluding NY.

²Milliman Research Report 2024 U.S. Group Disability Market Survey July 2024 – applies to ShelterPoint Life Insurance Company only. The term Paid Family & Medical Leave includes related products (statutory Short-Term Disability and Paid Family Leave). Refer to our website for a full list of state-specific details.

³Policies for Private Plans of Paid Family & Medical Leave and related programs are underwritten by ShelterPoint Life Insurance Company in: NY (SPL DBL1114 P, SPL DB0922 F), NJ (TDB-P-NJ), CT (SPL PFMLP 0122 CT), MA (SPL PFMLP 0820 MA), CO (SPL PFMLP 0123 CO), DE (form# SPL PFMLP 0624 DE), ME (form# SPL PFMLP 1224 ME), MD (form# pending MIA approval), and MN (form# SPL PFMLP 0125 MN).

⁴Applies to ShelterPoint Life Insurance Company only.

Disclosures

The ShelterPoint family of companies operates under the 'ShelterPoint' name strictly as a marketing name, and no legal significance is expressed or implied. The ShelterPoint family of companies consists of ShelterPoint Life Insurance Company, a NY-domiciled carrier, (principal office in Garden City, NY) and its wholly-owned subsidiary ShelterPoint Insurance Company, a FL-domiciled carrier, depending on the state (see our Geographic & Jurisdictional Notice here). ShelterPoint is a registered service mark.

This proposal is valid for 60 days. Any rate breakdown shown is for informational purposes only and not an offer to purchase benefits separately. Actual premiums paid may differ from the estimated premium provided under this proposal. ShelterPoint may establish new premium rates as of the effective date of any amendment to the applicable laws and regulations which affect or alter our obligation under the policy. We may also establish a new premium rate in the event that the group's population changes +/- 15% from the time of quoting to issuance. The policyholder/employer is responsible for remitting the full premium due under the policy. Employees cannot be required to contribute more than the premium charged to employees under the state program. Policyholders/employers are responsible for any cost in excess of the state-mandated employee contribution amount. Estimated premium reflects total wages up to the Social Security contribution and benefit base, based upon census data provided.

Please note: The policyholder remains fully responsible for filing for approval of a private plan exemption in accordance with the guidelines set forth by the respective state's applicable laws and regulations. Issuance of ShelterPoint's private plan will be contingent on the employer's receipt of approval for a Private Plan exemption prior to the proposed effective date. ShelterPoint reserves the right to obtain updated census data until 90 days prior to proposed policy effective date.

This proposal is for informational purposes only and is not intended to provide legal counsel. Please consult with an appropriate professional for legal and compliance advice. Any program information is based on our knowledge and understanding of the respective state's applicable laws and regulations as of the publication date and may change as regulations evolve or the respective state issues updated guidance. Further, this proposal is for illustrative purposes only, providing a general overview of the services described. It is not a contract.

Policies are subject to Underwriting approval. Policies are reviewed annually and may be canceled for nonpayment. All coverage extends to limits reflected in the policy, please refer to the policy for coverage details pursuant to its governing law, including a complete listing of covered services, provisions, conditions, exclusions, limitations, and terms under which the policy may be continued or canceled. In the event of conflicting information with the policy and its governing Law, the policy and governing Law will take precedence over what is shown in this proposal. Claim payment is not guaranteed; benefit amount depends on wages and is subject to adjustment by the respective state's applicable governing laws and regulations.

MD PFML

The Maryland Paid Family and Medical Leave Law and policies and procedures established by the Maryland Department of Labor govern this private plan and its interpretation and administration. Issuance of ShelterPoint's private plan will be contingent on ShelterPoint's private plan approval by the Maryland Insurance Administration and the employer's receipt of approval for a Private Plan exemption prior to the proposed effective date. Available in Maryland only.

Underwritten by: ShelterPoint Life Insurance Company (principal office in Garden City, NY). Policy Form # (pending MIA approval)

www.shelterpoint.com

sales@shelterpoint.com | 800.365.4999 (516.829.8100)



Quote Summary

Review and share your PFML quote details.

Your quote has been saved successfully.

Quote ID:	61347 
Total Eligible Lives:	6
State Plan Estimated Annual Premium:	\$3,880.23
ShelterPoint Estimated Annual Premium:	\$1,724.55 /year
Estimated Annual Savings:	\$2,155.69

COTTAGE CITY COMMISSION**TOWN OF COTTAGE CITY****ORDINANCE NO. 2026 -03**

AN ORDINANCE OF THE TOWN OF COTTAGE CITY AMENDING CHAPTER 1 (ANIMALS AND FOWL) OF THE CODE OF THE TOWN OF COTTAGE CITY TO PROHIBIT THE FEEDING OF WILDLIFE, INCLUDING VULTURES; TO DECLARE SUCH FEEDING A PUBLIC NUISANCE; TO PROVIDE LIMITED EXEMPTIONS FOR SONGBIRDS, POLLINATORS, AND SQUIRRELS; TO ESTABLISH A SCHEDULE OF FINES AND ENFORCEMENT PROCEDURES; TO AUTHORIZE MODIFICATION OF SAID FINES BY WRITTEN RESOLUTION; AND GENERALLY RELATING TO THE PROTECTION OF PUBLIC HEALTH, SAFETY, AND WELFARE

Introduced By: The Cottage City Commission

WHEREAS, pursuant to Section 18 of the Town Charter, the Cottage City Commission has the power to pass all such ordinances not contrary to the Constitution and laws of the State of Maryland or the Charter as it may deem necessary for the good government of the Town; for the preservation of peace and good order; for securing persons and property from violence, danger or destruction; and for the protection and promotion of the health, safety, comfort, convenience, welfare, and happiness of the residents of and visitors in the Town; and

WHEREAS, Section 18 of the Town Charter further grants the Commission authority to protect and preserve the health of the Town and its inhabitants, to prevent and remove all nuisances, and to inspect, regulate, and abate any places which cause or may cause unsanitary conditions or conditions detrimental to health; and

WHEREAS, Title 6 of the Local Government Article of the Annotated Code of Maryland authorizes a municipality to declare the violation of an ordinance to be a municipal infraction and to establish a fine not exceeding the maximum provided by State law; and

WHEREAS, Chapter 1 of the Town Code already regulates animals kept within the Town so that such animals will not be or become a public nuisance, and Chapter 4 of the Town Code declares conditions that are dangerous to life or health, that foul the air, or that produce accumulations of animal matter harmful to the neighborhood to be public nuisances; and

WHEREAS, the intentional or habitual feeding of wildlife, and in particular turkey vultures (*Cathartes aura*) and black vultures (*Coragyps atratus*), causes wildlife to congregate in residential areas, produces accumulations of droppings and regurgitated or decaying food, damages roofs, vehicles, and other property, generates offensive odors, attracts vermin, and creates unsanitary conditions that threaten the public health, safety, and welfare; and

WHEREAS, the Town has received numerous complaints concerning the feeding of vultures by a resident within the Town, and the Commission finds that existing Code provisions do not adequately prohibit or deter the feeding of wildlife or the placement of food attractants; and

WHEREAS, the Commission finds that a limited exemption for the feeding of songbirds and other common backyard birds, invertebrate pollinators, and squirrels is consistent with ordinary residential use, provided such feeding is conducted so as not to attract vultures or other prohibited wildlife or to create a public nuisance; and

WHEREAS, turkey vultures and black vultures are federally protected migratory birds under the Migratory Bird Treaty Act, and nothing in this Ordinance is intended to authorize the trapping, taking, killing, or relocation of any protected bird or its nest or eggs except as permitted by federal and State law; and

WHEREAS, the Cottage City Commission finds that it is in the best interest of the Town and the general public's health, safety, and welfare to prohibit the feeding of wildlife within the Town, to prescribe fines based on the nature and repetition of the violation, and to provide for prompt abatement of food attractants.

SECTION 1.

NOW THEREFORE, BE IT ORDAINED AND ENACTED BY THE COTTAGE CITY COMMISSION, that the Code of the Town of Cottage City is hereby enacted, adopted, revised and amended such that Chapter 1 (Animals and Fowl) thereof shall be amended by adding a new (replacement) Section 1-15 (Feeding of wildlife prohibited) to read as follows (the entire new Section 1-15 (Feeding of wildlife prohibited) below shall be inserted into the Town Code and the existing Section 1-15 (Violations and penalties) shall be renumbered as Section 1-16; the "****" indicates matter within the Code that is omitted herein but shall remain in the Code):

CHAPTER 1 ANIMALS AND FOWL

* * *

§ 1-15. Feeding of wildlife prohibited.

A. Purpose and findings.

The purpose of this section is to protect the public health, safety, and welfare, to prevent public nuisances, to reduce property damage, and to discourage the unnatural congregation of wildlife, including vultures, in residential and public areas of the Town. The Commission finds that the feeding of wildlife, and especially the feeding of vultures with meat, carcasses, offal, or other animal products, is detrimental to the animals themselves, interrupts natural foraging behavior, concentrates birds and other wildlife at artificial feeding sites, increases the risk of disease transmission, fouls property with droppings and decaying matter, and constitutes a public nuisance.

B. Definitions.

As used in this section, the following words have the meanings indicated:

- (1) **“Attractant”** means any substance, material, or device which could reasonably be expected to feed or attract wildlife, or which does in fact attract wildlife, including but not limited to food products, meat, fish, carcasses, offal, bones, table scraps, bread, grain, seed scattered upon the ground, pet food, suet left accessible to vultures or other prohibited wildlife, garbage, and compost that is not maintained in a closed, wildlife-resistant container.
- (2) **“Feed” or “feeding”** means to give, place, expose, deposit, scatter, distribute, or otherwise make available any edible material with the intent of feeding, attracting, or enticing wildlife, or under circumstances in which a reasonable person would know that wildlife is likely to consume the material. Feeding does not include baiting in the legal taking of fish or game as authorized by State law.
- (3) **“Person”** means any individual, firm, partnership, association, corporation, company, or other entity, and includes an owner, occupant, tenant, or person in control of real property.
- (4) **“Pollinator”** means an invertebrate that transfers pollen, including bees, butterflies, moths, beetles, and similar insects.
- (5) **“Songbird or other backyard bird”** means a common backyard or perching bird of the orders Passeriformes, Piciformes, or Columbiformes, including but not limited to chickadees, cardinals, finches, wrens, woodpeckers, doves, and similar species, but excluding vultures, waterfowl, gulls, pigeons kept as domestic fowl, crows when concentrated as a nuisance flock, and birds of prey.
- (6) **“Squirrel”** means an eastern gray squirrel or other tree squirrel commonly found in the Town. The term does not include groundhogs, rats, mice, raccoons, opossums, or other wildlife.
- (7) **“Vulture”** means any bird of the family Cathartidae, including the turkey vulture and the black vulture, whether migratory, resident, or transient.
- (8) **“Wildlife”** means any animal that is not a domesticated animal as defined in this chapter, including but not limited to vultures, other wild birds, deer, foxes, raccoons, opossums, groundhogs, rats, mice, feral cats, and aquatic life. Wildlife does not include a lawfully kept pet that is confined to the owner’s premises or under restraint.

C. Prohibition.

- (1) Except as provided in Subsection F of this section, no person shall feed, cause to be fed, or provide food or any attractant for wildlife on any public or private property within the corporate limits of the Town.
- (2) No person shall place, deposit, scatter, or allow to remain outdoors any meat, fish, carcass, offal, bones, raw or cooked animal product, or pet food for the purpose of feeding vultures or other wildlife, or under circumstances in which vultures or other wildlife are known or reasonably expected to consume the material.

(3) No person shall maintain an outdoor condition that functions as a continuing food source for vultures or other prohibited wildlife, including uncovered garbage, unsecured compost containing food waste, or the repeated placement of edible material on the ground.

(4) The feeding of vultures is expressly declared to be a public nuisance and is prohibited without exception under Subsection F of this section.

D. Presumptions.

There is a rebuttable presumption that the following are for the purpose of feeding wildlife and are prohibited:

- (1) The placement of any attractant edible by wildlife on the ground or at a height of less than five (5) feet above the ground, other than an activity specifically permitted by Subsection F;
- (2) The placement of any attractant in a drop feeder, automatic feeder, platform feeder on or near the ground, or similar device that is accessible to vultures or other prohibited wildlife;
- (3) The placement outdoors of meat, fish, carcasses, offal, bones, or pet food; and
- (4) The continued presence of an attractant after wildlife, including vultures, has been observed feeding upon it.

E. Duty to remove attractants; notice.

- (1) A person who is observed feeding wildlife in violation of this section shall be directed to cease the feeding immediately.
- (2) Any property owner, occupant, or person in control of property shall remove any attractant, food, carcass, or device placed or allowed on the property in violation of this section within forty-eight (48) hours after written or posted notice from the Town, the Town Police Department, or a Code Enforcement Officer.
- (3) Alternatively, the person may modify a device or make other changes reasonably necessary to prevent wildlife other than songbirds, pollinators, or squirrels, as permitted by Subsection F, from having access to the device. Failure to remove the attractant or make the required modification within forty-eight (48) hours of notice shall constitute a separate violation of this section.
- (4) Each day that a violation continues after the expiration of the notice period shall constitute a separate and distinct offense.

F. Exemptions.

This section does not apply to:

- (1) Naturally growing materials, including fruits, nuts, seeds, vegetables, or other vegetation growing in place, and stored crops that are not intentionally made available to wildlife for feeding;

- (2) Feeders used solely to provide food to domestic animals or lawfully kept pets, provided the food is not left unattended outdoors in a manner accessible to wildlife and leftover food is removed the same day;
- (3) Maintaining a bird feeder, or otherwise feeding songbirds or other backyard birds, provided that:
- (a) The feeder is designed and placed so that wildlife other than songbirds, including vultures, has a difficult time feeding from it;
 - (b) The feeder and the area beneath it are maintained in a reasonably clean condition and spilled or spoiled seed is not allowed to accumulate on the ground;
 - (c) The feeder does not become an attractant for vultures or other prohibited wildlife; and
 - (d) No meat, fish, carcass, offal, or pet food is used;
- (4) Maintaining a feeder or planting for invertebrate pollinators, provided the activity does not become an attractant for vultures or other prohibited wildlife;
- (5) Feeding squirrels on private property, provided that:
- (a) Food is limited to nuts, seeds, corn, or commercially prepared squirrel food, and does not include meat, fish, carcasses, offal, bones, bread in bulk, table scraps, or pet food;
 - (b) Food is placed in a quantity not greater than reasonably necessary for squirrels on the premises and is not scattered indiscriminately upon the ground in a manner that attracts vultures or other prohibited wildlife;
 - (c) Uneaten food is not allowed to accumulate or spoil; and
 - (d) The activity does not become an attractant for vultures or other prohibited wildlife;
- (6) Feeding conducted by a licensed wildlife rehabilitator, animal control agency, or public official in the performance of official duties, or feeding expressly authorized in writing by the Town as part of a trap-neuter-return or similar program approved by the Town; and
- (7) An activity that the Town has not ordered to cease, but any activity listed in this Subsection F may be ordered stopped if the Town determines that the activity constitutes an attractant for vultures or other prohibited wildlife or otherwise creates a public nuisance. Failure to cease after such an order shall constitute a violation of this section.

G. Public and private property.

The prohibitions of this section apply to all public property within the Town, including streets, sidewalks, parks, and Town-owned land, and to all private property within the Town. No person shall feed wildlife on private property belonging to another without the consent of the owner, and such consent shall not authorize a violation of this section.

H. Enforcement.

This section shall be enforced by officers of the Cottage City Police Department, the Town Manager or the Town Manager's designee, and Town Code Enforcement Officers. An enforcement officer may enter upon public property and, to the extent permitted by law, upon private property to inspect for violations, to issue a direction to cease feeding, to post or deliver notice to remove an attractant, and to issue a municipal infraction citation.

I. Violations and fines.

(1) A violation of this section is a municipal infraction. Each incident of feeding and each day a prohibited attractant remains after the notice period provided in Subsection E is a separate and new offense.

(2) Unless otherwise provided, any person who violates this section shall be fined as follows for each offense:

#	VIOLATION	FINE
1	Feeding of vultures — first offense	\$150.00
2	Feeding of vultures — each subsequent offense	\$300.00
3	Feeding of other wildlife (not vultures) — first offense	\$75.00
4	Feeding of other wildlife (not vultures) — each subsequent offense	\$150.00
5	Failure to cease feeding when directed	\$150.00
6	Failure to remove attractant or device within 48 hours of notice — each day	\$100.00 / day
7	All other violations of this section	\$75.00

(3) A subsequent offense is a violation of this section occurring after a prior violation by the same person, whether or not the prior violation occurred at the same location, within a period of twenty-four (24) months.

(4) The fines established by this section are in addition to any cost of abatement incurred by the Town and any other remedy available at law or in equity. The Town may abate a continuing violation as a public nuisance in the manner provided in Chapter 4 of this Code, and the cost thereof may be charged to the person responsible and collected as provided by law, including as a charge against the property.

(5) Nothing in this section shall be construed to authorize any person to trap, take, kill, harass, or relocate a vulture or other federally or State-protected bird, or to disturb its nest or eggs, except pursuant to a valid permit issued by the United States Fish and Wildlife Service and any required State authorization.

J. Modification of fines by resolution.

The Cottage City Commission is authorized to change, amend, or modify any individual fine or any fine schedule prescribed by this section by written resolution, provided said resolution is published at least thirty (30) days in advance in the Town newsletter or in a newspaper of general circulation in the Town.

* * *

SECTION 2.

AND BE IT FURTHER ORDAINED AND ENACTED, that Section 1-2 of Chapter 1 of the Code of the Town of Cottage City is hereby amended by adding the defined terms set forth in Section 1-15.B of this Ordinance, to the extent such terms are not already defined, which terms shall apply throughout Chapter 1 unless the context clearly requires otherwise.

SECTION 3.

AND BE IT FURTHER ORDAINED AND ENACTED, that the feeding of wildlife in violation of Section 1-15 is additionally declared to be a public nuisance within the meaning of Chapter 4 (Health and Nuisances) of the Town Code, and the abatement procedures of Chapter 4 may be used in addition to the penalties provided in Section 1-15.

SECTION 4.

AND BE IT FURTHER ORDAINED AND ENACTED, that severability is intended throughout and within the provisions of this Ordinance, and if any section, subsection, sentence, clause, phrase, or portion of this Ordinance is held to be invalid or unconstitutional by a court of competent jurisdiction, then that decision shall not affect the validity of the remaining portions of this Ordinance.

SECTION 5.

AND BE IT FURTHER ORDAINED AND ENACTED, that Section 1 of this Ordinance shall be codified and included within Chapter 1 of the Code of the Town of Cottage City.

SECTION 6.

AND BE IT FURTHER ORDAINED AND ENACTED, that this Ordinance shall become effective twenty (20) days following its passage.

SECTION 7.

AND BE IT FURTHER ORDAINED AND ENACTED, that a fair summary of this Ordinance shall be published at least once prior to the date of passage in a newspaper or newspapers having general circulation in the Town, and a fair summary of this Ordinance shall be published at least once within ten (10) days after the date of passage in a newspaper or newspapers having general circulation in the Town.

SECTION 8.

AND BE IT FURTHER ORDAINED AND ENACTED, that the Commissioner-Chair shall be authorized to sign this Ordinance on behalf of the Commission.

HAVING BEEN INTRODUCED AND HAVING BEEN READ as a regular ordinance and passed by a ye and nay vote of the Cottage City Commission with the affirmative votes of a majority of the whole number of members elected to the legislative body as indicated below at a Public Meeting of the Town of

Cottage City held on this _____ day of _____, 2026, at 7 o'clock p.m., in the Town Hall in Cottage City, Maryland.

I HEREBY CERTIFY that the above Ordinance No. 2026-_____ was passed by the required ye and nay votes of the Cottage City Commission on the _____ day of _____, 2026.

ATTEST:

TOWN OF COTTAGE CITY, MARYLAND

John Hoatson, Town Manager

Wanda Wheatley, Ward 3, Commissioner-Chair

Julia Salsich, Ward 1, Commissioner-Secretary

Joshua Durant, Ward 2, Commissioner

Tom Campos, Ward 4, Commissioner Vice-Chair

John Brooks, At-Large, Commissioner

CERTIFICATION

I, HEREBY CERTIFY, as the duly appointed Town Manager of the Town of Cottage City, Maryland, that on the _____ day of _____, 2026, with _____ Aye votes and _____ Nay votes, the aforesaid Ordinance 2026-_____ passed.

John Hoatson, Town Manager

FAIR SUMMARY

This Ordinance amends Chapter 1 (Animals and Fowl) of the Code of the Town of Cottage City by adding new Section 1-15 and renumbering old Section 1-15 as 1-16, which prohibits the feeding of wildlife within the Town, with particular application to the feeding of vultures; declares such feeding a public nuisance; permits limited feeding of songbirds, pollinators, and squirrels under specified conditions; requires removal of food attractants within forty-eight hours of notice; and establishes municipal infraction fines of \$150 / \$300 for feeding vultures, \$75 / \$150 for feeding other wildlife, \$150 for failure to cease when directed, and \$100 per day for failure to remove an attractant after notice. The Ordinance takes effect twenty days after passage.

TOWN OF COTTAGE CITY
PRINCE GEORGE'S COUNTY, MARYLAND

RESOLUTION NO. 2026-26

**A RESOLUTION OF THE COTTAGE CITY COMMISSION RATIFYING THE CHESAPEAKE
 BAY TRUST AWARD AGREEMENT (AWARD NO. 27978), APPROVING COMMUNITY
 GARDEN RESILIENCY HUB WORK WITHIN THE \$40,000 AWARD, AND AUTHORIZING THE
 TOWN MANAGER TO ADMINISTER THE PROJECT**

WHEREAS, the Town of Cottage City, Maryland (“Town”) was awarded \$40,000.00 by the Chesapeake Bay Trust (the “Trust”) under the Prince George’s County Climate Resilience Hubs Award Program, Award No. 27978, to enhance a sustainable community garden and provide climate-resilience educational workshops; and

WHEREAS, the Award Agreement, signed by the Trust on February 25, 2026, by Grants Manager John O’Connor as Project Leader on February 26, 2026, and by Town Manager John Hoatson as Executive Officer on March 3, 2026 (the “Agreement”), provides a period of performance from February 18, 2026, through February 1, 2027; a Phase 1 payment of \$36,000.00 after stated contingencies; and a final payment of \$4,000.00 upon approval of the final report due on or before February 1, 2027; and

WHEREAS, the Agreement requires progress reports on or before June 1, September 1, and December 1, 2026; prior Trust approval of significant changes in scope, location, key personnel, or budget shifts of more than ten percent across major categories; and public acknowledgment of the Trust and Prince George’s County Department of the Environment; and

WHEREAS, Charter Section 18(28) authorizes the Town to accept grants and expend them agreeably to the conditions under which they were made, and the Commissioners wish to ratify the Agreement, approve the garden and workshop work described below, and authorize administration of the award within the \$40,000.00 limit.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSIONERS OF THE TOWN OF COTTAGE CITY, MARYLAND, THAT:

Section 1. Approval and Ratification of Agreement.

The Agreement, including the February 25, 2026 award letter, is approved and ratified. It shall be attached as **Exhibit A** and is incorporated by reference. All acts of the Town Manager and Grants Manager in applying for, accepting, and signing the Agreement are ratified and confirmed.

Section 2. Approval of Work.

Subject to the Agreement and the \$40,000.00 award limit, the following work is approved. Amounts are estimates only.

Project	Estimated amount
Rainwater cistern / catchment	\$4,000
Fence and gates	\$17,000–\$20,000
Rebuild green shed	\$2,800
Beehive concrete platform	\$3,500
Replace 10–12 raised garden beds	\$4,000

Gathering space — four folding Adirondack chairs	\$500
Solar lighting	\$100
Signage	\$300
Food pantry	To be determined
Climate-resilience workshops (speakers, materials, evaluation)	Within remaining award

Climate-resilience workshops and any item listed as “to be determined” shall be priced from bids or documented costs and shall remain within the unused balance of the award and the approved grant scope. ADA-accessible pathways, planting of raised beds and trees, rainwater catchment, educational signage, and workshop evaluation required by the Agreement are part of the approved work even if not separately priced above.

Section 3. Expenditure Limit and Adjustments.

Total spending under this Resolution shall not exceed \$40,000.00 in Trust funds. The Town Manager may adjust estimated line items as bids and final costs come in, provided the work stays within the approved grant scope and the award limit. A shift of more than ten percent among the Agreement’s major budget categories, the addition of a new major category, a change in project location, or a change in project purpose requires prior Trust approval and, if it is a material change to the project the Commissioners approved, further Commission approval.

Section 4. Authorization to Administer and Commence Work.

John Hoatson, Town Manager, is the Town’s Executive Officer for the award. **John O’Connor, Grants Manager**, is Project Leader for Trust portal submissions. The Town Manager may execute purchase orders, contracts, grant forms, payment requests, and revision requests necessary to implement this Resolution; may commence work once remaining Trust payment contingencies and Town procurement rules are met; and shall cause required progress and final reports to be filed. Any budget action that the Charter requires the Commissioners to adopt shall be presented to them.

Section 5. Records.

This Resolution, the executed Agreement, bids, contracts, invoices, and reports shall be kept in the Town’s official grant file. A certified copy of this Resolution may be given to the Trust.

Section 6. Effective Date.

This Resolution shall take effect immediately upon adoption.

INTRODUCED by the Cottage City Commission at the October Work Session on October 6, 2026.

PASSED by the Cottage City Commission at a Regular Town Meeting held _____.

ADOPTED by the Commissioners of the Town of Cottage City, Maryland, this _____ day of _____, 2026.

ATTEST:

TOWN OF COTTAGE CITY, MARYLAND

John Hoatson, Town Manager

Wanda Wheatley, Ward 3, Commissioner-Chair

Julia Salsich, Ward 1, Commissioner-Secretary

Joshua Durant, Ward 2, Commissioner

Tom Campos, Ward 4, Commissioner Vice-Chair

John Brooks, At-Large, Commissioner

CERTIFICATION

I hereby certify, as the duly appointed Town Manager of the Town of Cottage City, Maryland, that on the _____ day of October, 2026, Resolution No. 2026-26, ratifying Award No. 27978 and approving community garden resiliency hub work within the \$40,000 award, was duly adopted by the Cottage City Commission by a vote of ____ Aye, ____ Nay, and ____ Absent.

John Hoatson, Town Manager



February 25, 2026

Mr. John Hoatson
Town Manager
Town of Cottage City
3820 40th Avenue
Cottage City, MD 20722

Dear Mr. Hoatson:

The Chesapeake Bay Trust (the Trust) thanks the Town of Cottage City for your proposal to the Prince George's County Climate Resilience Hubs Award Program. The Trust received a high level of requests, over \$288,000 in requests for \$217,000 available in this round of the program. I am pleased to report approval of \$40,000 to support the enhancement of a sustainable, local community garden and provide climate resilience educational workshops.

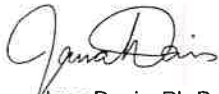
Your award will be distributed as detailed in the award agreement attached. The payment(s) are contingent on key elements that are required prior to the release of each payment as described in your award agreement.

Please carefully read your award agreement and contact the Trust if you have questions.

The signed award agreement, and any other contingencies, and status and final reports must be submitted by logging into the Chesapeake Bay Trust Online System accessed through the link https://www.grantrequest.com/SID_1520 with the same username and password used when you applied. The Trust reserves the right to cancel the award and apply funds to other projects if the requirements of the award agreement are not met by the due dates.

If you should have any questions regarding our decision, please feel free to contact the Program Officer, Delaney Samons, at (410) 974-2941 ext. 131. For questions regarding payment status, please contact, finance@cbtrust.org. The Chesapeake Bay Trust greatly appreciates the time you invested in the proposal development and looks forward to working with you in the future.

Sincerely,


Jana Davis, Ph.D.
President

Award #: 27978
Project Leader: Mr. John O'Connor





Award Agreement between the Chesapeake Bay Trust And the Town of Cottage City

This agreement is between the Chesapeake Bay Trust (the "Trust") and the Town of Cottage City (the "Awardee"). The total amount of the award for award number 27978 is \$40,000. Delivery of this award is made through the Prince George's County Climate Resilience Hubs Award Program and is subject to receipt by the Trust of a signed copy of this agreement which confirms that:

Award Amount and Description

The award is in the amount of \$40,000 to support the enhancement of a sustainable, local community garden and provide climate resilience educational workshops. By accepting this award, Awardee agrees that said monies will be used to accomplish deliverables with budgeted items as proposed in your application received on 11/12/2025, modified through any contingencies below, and approved in this agreement.

Period of Performance

The period of performance for this award is from 2/18/2026 to 2/1/2027.

Changes in Scope and Budget

Up to 10% of total project funds may be shifted from one of the high level budget categories (e.g., supplies, travel, etc.) to another, as long as the shift does not substantively modify the project's goals, objectives, milestones, or deliverables. Significant changes to project budget and/or scope must be approved by the Trust in advance of the change. Requests for approval of changes must be made by completing the Award Revision Request Requirement available in your online award portal. The following types of changes should trigger an Award Revision Request:

- Scope Changes:
 - An alteration of the intent, goals, objectives, milestones, and/or deliverables of the project
 - A change in the physical location of a project
 - Changes in key personnel or key project partners
 - Changes in project deliverables are proposed in your original application and modified through any contingencies in this award agreement
 - Changes in timeline in your original application or as any subsequently amended, including requests for no-cost extensions
- Budgetary Changes:
 - Changes in budget that result in a greater than 10% shift in funds across high level budget categories (personnel, supplies, contractual, travel, field trip fees, other, and indirect costs)
 - Addition of a line item to the budget that falls under one of the seven high level budget categories that had not yet appeared in your budget (e.g., adding personnel when none had been approved previously or adding contractual services to the budget)
 - Budget changes that reflect an alteration of the intent of the project
 - Budget changes that reflect a change in the environmental benefit or impact of a project

Distribution of Funding

Funding will be distributed as follows: Phase 1 payment of \$36,000. This payment is contingent upon the submission to the Trust and approval of the following documents by 4/1/2026:

- Signed award agreement;
- Record of attendance requirement to the online system for a project kick-off meeting with the Trust (Delaney Samons, dsamons@cbtrust.org) and Prince George's County (Danielle Miller-Wagner, dmwagner@co.pg.md.us) to discuss the goals of the project;
- An updated application budget that totals the award amount and removes the personnel line item for Alta Certified Professional Accountant (CPA);
 - A refined evaluation plan to measure changes in knowledge as a result of the workshops;

- A brief written statement explaining whether solar powered lighting was considered and could be adopted for this project;
- A draft site plan that includes:
 - a. A draft plant list and planting plan for the raised garden beds and tree plantings;
 - b. Americans with Disabilities Act (ADA) compliant pathways; and
 - c. Rainwater catchment system; and
- Draft workshop agendas that include proposed topics, speakers, dates, and locations.

Contact the Trust for assistance with these contingencies. Funds will not be released until these contingencies are met.

Final Payment of \$4,000 will be distributed upon submission to and approval by the Trust of your final report due on or before 2/1/2027. The final report shall include:

- **Programmatic Report:** A narrative report using the Trust's final report form accessed through http://www.GrantRequest.com/SID_1520. Included in the final report will be a deliverables section that should match the deliverables you proposed in your approved application, as modified by any contingencies or budget adjustments.
- **Financial Report – FMS “Expenses” worksheet:** Information must be entered in the appropriate columns (see the “Expenses Instructions” worksheet) describing how the previous phase funds were spent plus the final 10% such that the full award amount, less any award monies not to be used, is reported. If unauthorized changes were made to the budget or deliverables without Trust approval you will be required to refund the award.
- **Financial Documentation – Submission of invoices/receipts and an accounting of personnel costs:** Invoices/receipts and documentation of personnel expenses must be included in ONE PDF or other file. Each row entered into the FMS’s “Expenses” worksheet must include a corresponding invoice/receipt/piece of documentation. Each individual invoice/receipt/piece of documentation must be numbered with the corresponding backup document numbers (Column A) in the FMS’s “Expenses” worksheet and submitted in numerical order. Copies of timesheets associated with any personnel time supported by the award must be included. Institutions of Higher Education may provide, in lieu of timesheets, time and effort reporting documentation that complies with 2 CFR 200.430. Any invoices/receipts/pieces of documentation already submitted in reporting on a previous phase, if applicable, need not be resubmitted.
- **Final Products:** Final products that include **final plant list and planting plan for the raised garden beds and tree plantings; final educational signage; final workshop agendas and participant lists; pre- and post-evaluation survey results to quantify increased knowledge;** and additional other deliverables as outlined in your award application and as modified through any contingencies.
- **Photos of the Project:** For all projects that involve a construction element, submit before, during, and after construction photos. For all projects that involve an outreach or community engagement element, submit photos of engagement events.

Progress Report(s)

Progress report(s) on this project including the outreach and/or restoration progress, to date, is due to the Trust on or before **6/1/26, 9/1/26, and 12/1/26**.

Submitting Documents/Requirements

The signed award agreement; other contingencies; record of attendances; and status, progress, and final reports are required to be submitted by logging into the Chesapeake Bay Trust Online System account accessed through the link https://www.grantrequest.com/SID_1520 with the same username and password used when you applied. Status, progress, and final report extension requests must be made using the Award Revision Request Requirement prior to the report due date. Depending on the circumstances, the Trust may or may not grant an extension. In cases where the Awardee fails to submit a status report, progress report, final report, or other requirement by the due date, the Trust reserves the right to terminate the award agreement and require a refund of funds already transferred to the Awardee.

Acknowledgement of Funder(s)

All public communications and promotion including press releases, print publications, signage, online messaging, etc. must acknowledge the Chesapeake Bay Trust and include the Trust's logo (available at www.cbtrust.org/logo). The funding/program partner(s), Prince George's County, Department of the Environment, whose logo(s) appears at the top of the cover letter to this Agreement must also be acknowledged using both their organization name and logo.

The Trust has also created a social media toolkit available at www.cbtrust.org/granteesocialmedia/. This is an optional resource to assist in preparing social media posts during the life of your award. Please reach out to your Program Officer with any questions.

Accidents or Emergencies

The Awardee must immediately report any accident/emergency to the Trust.

Termination

The Trust may terminate this award, in whole or in part, if you fail to comply with the terms and conditions of the award including statutory or regulatory requirements or if the award no longer accomplishes the program goals or aligns with funding entity priorities. In the event of termination of this award by either party prior to completion, you shall immediately (unless otherwise directed by the Trust in its notice of termination) undertake all reasonable steps to wind down the project collaboratively with the Trust. Should suspension or termination of federal funding occur, you will be given as much time as possible to amass documentation of costs incurred and a properly prepared and substantiated invoice up to the date of termination; however, you must be ready to submit those costs within 7 days of notification by the Trust.

By signing this award agreement, The Awardee agrees to comply with the terms and conditions of this agreement including status and progress report date(s), if applicable, and the final report date listed above and agrees to return funds if a complete report is not submitted by the deadline. Awardee also agrees to comply with terms and conditions included in the proposal submission and that all work will be conducted in accordance with appropriate Federal, state and local laws.

Failure to submit report(s)/requirement(s) by the deadline may affect continuance of this award and will affect eligibility of future awards.

The undersigned who is (are) fully authorized in the premises of the Town of Cottage City accepts, subject to the terms and conditions in the above award agreement.

Return signed copied of the full award agreement, with each page initialed and full signatures on the last page*, by uploading a scanned copy to your Chesapeake Bay Trust Online System account accessed through the link https://www.GrantRequest.com/SID_1520 with the same username and password used when you applied. Please keep a copy for your records.

John Hoatson

Signature of Executive Officer*

Town Manager

Title

03/03/2026

Date

John O'Connor

Signature of Project Leader*

Grants Manager

Title

02/26/2026

Date

Jana Davis

Signature of Jana Davis, Ph.D.
Chesapeake Bay Trust

President

Title

2/25/2026

Date

Award #: 27978

Award Program: Prince George's County
Climate Resilience Hubs

TOWN OF COTTAGE CITY
PRINCE GEORGE'S COUNTY, MARYLAND
RESOLUTION NO. 2026-27

**A RESOLUTION OF THE COTTAGE CITY COMMISSION
 APPROVING THE USDA COMMUNITY FACILITIES GRANT AGREEMENT AND
 AUTHORIZING THE TOWN MANAGER TO EXECUTE THE AGREEMENT AND
 RELATED DOCUMENTS TO OBTAIN REIMBURSEMENT OF GRANT FUNDS**

WHEREAS, the Town of Cottage City, Maryland (“Town”) was awarded funding under the United States Department of Agriculture (“USDA”), Rural Development, Rural Housing Service, Community Facilities Grant Program, CFDA Number 10.766; and

WHEREAS, the Community Facilities Grant Agreement, Form RD 3570-3, as amended September 16, 2026 (the “Agreement”), identifies Federal Award Identification Number CPAP000001234200/CLSS00000079069, an award date of August 17, 2023, and a period of performance from August 17, 2023, through September 30, 2028; and

WHEREAS, the Agreement provides \$45,700.00 in federal grant funds and \$15,300.00 in matching or other Town funds, for a total approved project cost of \$61,000.00, of which the federal award is 74.91 percent; and

WHEREAS, the grant supported the Town’s acquisition of a 2023 Ford Explorer Police Interceptor AWD, Vehicle Identification Number 1FM5K8AB7PGA36229, which is titled to the Town and used for municipal public safety purposes; and

WHEREAS, it has taken three years to rectify this grant and resolve the issues necessary to return the grant funds to the Town of Cottage City, and execution of the amended Agreement represents the final step in that corrective process to secure reimbursement to the Town; and

WHEREAS, execution of the Agreement is the remaining step required to close the grant and obtain reimbursement of the \$45,700.00 federal share already expended on that vehicle; and

WHEREAS, the Agreement requires the Town to maintain fidelity bond coverage of \$6,855.00 during the period of performance, to file required financial and performance reports, and to use and dispose of the vehicle in accordance with federal equipment rules; and

WHEREAS, the Commissioners wish to approve the Agreement and authorize John Hoatson, Town Manager, to execute it and the related closing and reimbursement documents on behalf of the Town.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSIONERS OF THE TOWN OF COTTAGE CITY, MARYLAND, THAT:

Section 1. Approval of Agreement.

The USDA Community Facilities Grant Agreement, Form RD 3570-3, as amended September 16, 2026, including its attachments, is hereby approved. The Agreement shall be attached to this Resolution as **Exhibit A** and is incorporated as though fully set forth herein. The Agreement’s Exhibit A, includes the General Award Information; all responsibilities of the Town, the Rural Housing Service, and both parties; Attachment A,

Approved Work Plan and Budget; Attachment B, Reporting Executive Compensation; Attachment C, System for Award Management and Universal Identifier Requirements; and all terms, conditions, assurances, and requirements incorporated therein by reference.

Section 2. Authorization to Execute.

John Hoatson, Town Manager, is designated as the Town's authorized representative and is authorized to sign, date, and deliver the Agreement on behalf of the Town, accepting its terms and binding the Town to its obligations.

Section 3. Reimbursement and Related Documents.

The Town Manager is further authorized to execute and submit the certifications, Standard Form 270 request for reimbursement, and other documents necessary to implement the Agreement and obtain disbursement of the \$45,700.00 federal award. Any material change to the approved project, grant amount, or Town match shall require further approval by the Commissioners.

Section 4. Administration.

The Town Manager shall administer the grant in accordance with the Agreement, including maintenance of the required fidelity bond coverage, timely financial and performance reports, and equipment records. Grant proceeds shall be received, recorded, and applied solely for the purposes authorized by the Agreement.

Section 5. Official Records.

A copy of this Resolution and the fully executed Agreement shall be maintained among the Town's official records. A certified copy of this Resolution may be provided to USDA as evidence of the Town Manager's authority to execute the Agreement.

Section 6. Effective Date.

This Resolution shall take effect immediately upon adoption.

INTRODUCED by the Cottage City Commission at the October Work Session on October 6, 2026.

PASSED by the Cottage City Commission at a Regular Town Meeting held _____.

ADOPTED by the Commissioners of the Town of Cottage City, Maryland, this _____ day of _____, 2026.

ATTEST:

TOWN OF COTTAGE CITY, MARYLAND

John Hoatson, Town Manager

Wanda Wheatley, Ward 3, Commissioner-Chair

Julia Salsich, Ward 1, Commissioner-Secretary

Joshua Durant, Ward 2, Commissioner

Tom Campos, Ward 4, Commissioner Vice-Chair

John Brooks, At-Large, Commissioner

CERTIFICATION

I hereby certify, as the duly appointed Town Manager of the Town of Cottage City, Maryland, that on the _____ day of October, 2026, Resolution No. 2026-27, approving the USDA Community Facilities Grant Agreement and authorizing execution of related documents to obtain reimbursement of grant funds, was duly adopted by the Cottage City Commission by a vote of ____ Aye, ____ Nay, and ____ Absent.

John Hoatson, Town Manager

COMMUNITY FACILITIES GRANT AGREEMENT**Grantee and Agency**

This Grant Agreement (Agreement) dated _____, is a contract for receipt of grant funds under the Community Facility Grant program (7 C.F.R. part 3570, subpart B). These requirements do not supersede the applicable requirements for receipt of Federal funds stated in 2 C.F.R. Part 200, “UNIFORM ADMINISTRATIVE REQUIREMENTS, COST PRINCIPLES, AND AUDIT REQUIREMENTS FOR FEDERAL AWARDS”, which are incorporated by reference into this Agreement. Further, 7 C.F.R. part 3570, subpart B, and all relevant regulatory requirements apply to applicants and are also incorporated by reference into this Agreement.

This Agreement for the Project and Amount described below (the “Project Description”) and for the Community Facilities grant, CFDA Number 10.766, is between the Grantee, a public body, nonprofit corporation or Indian tribe (you), and the United States of America acting through the Rural Housing Service (RHS or Agency).

I. GENERAL AWARD INFORMATION

1. Grantee Name & Address Cottage City, Town of 3820 40th Avenue Cottage City, MD 20722-	2. Unique Entity ID. LN6NL49322U4
	3. Case No. 24-017-*****2450
4. Federal Award Identification Number (FAIN) CPAP000001234200/CLSS00000079069	5. Award Date 8/17/2023
6. Performance Start Date 8/17/2023	7. Performance End Date 09/30/2028
8. Amount of Federal Funds Obligated for this Action, and Total Amount of Federal Funds Obligated \$45,700.00	9. Amount of Matching/Other Funds (if applicable) \$15,300
10. Total Project Cost (Budget Approved Amount) \$61,000.00	11. Award as Percentage of Total Project Cost 74.91 %
12. Grantee Contact (Name, Title, Contact Info) Wanda Wheatley; Chair Commissioner	13. Agency Contact (Name, Title, Contact Info) Lisa Fitzgerald, Acting CF Program Director
14. Description of Real Property covered by the grant N A	15. Description of Equipment covered by the grant 2023 Ford Explorer Police Interceptor AWD VIN#1FM5K8AB7PGA36229

A federal agency may not conduct or sponsor, and a person is not required to respond to, nor shall a person be subject to a penalty for failure to comply with a collection of information subject to the requirements of the Paperwork Reduction Act unless that collection of information displays a currently valid OMB Control Number. The OMB Control Number for this information collection is 0575-0173 and 0575-0200. Public reporting for this collection of information is estimated to be approximately 1 hour per response, including the time for reviewing instructions, searching existing data sources, gathering, and maintaining the data needed, completing, and reviewing the collection of information. All responses to this collection of information are voluntary. However, in order to obtain or retain a benefit, the information in this form is required by 7 CFR 3570-B, Community Facilities Grant Program, and Section 1002 of the American Rescue Plan Act. Rural Development has no plans to publish information collected under the provisions of this program. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to: Information Collection Clearance Officer, Rural Development Innovation Center, Regulations Management Division at ICRMRequests@usda.gov.

The Agency has agreed to give the Grantee the Grant Funds, subject to the terms and conditions established by the Agency. Provided, however, that any Grant Funds actually advanced and not needed for grant purposes shall be returned immediately to the Agency. The Agency may terminate the grant in whole, or in part, at any time before the date of completion, whenever it is determined that the Grantee has failed to comply with the conditions of this Agreement or the applicable regulation.

II. RESPONSIBILITIES

A. Grantee. The Grantee shall cause said project to be completed within the total sums available to it, including Grant Funds, in accordance with any architectural or engineering reports, and any necessary modifications, prepared by Grantee and approved by the Agency as required by 7 C.F.R. part 3570. The Grantee will remain in compliance with all applicable laws, regulations, Executive Orders, and other generally applicable requirements for the duration of the Agreement including 7 C.F.R. part 3570, subpart B and 2 C.F.R. parts 200, 400, 415, 416, 417, 418, 421, and 422. The most commonly-referenced provisions are identified below.

1. **Financial and Program Management.** You must follow the financial and performance management requirements in 2 C.F.R. § 200.300-.309.

a. **Financial Management.** You must maintain a financial management system in compliance with 2 C.F.R. § 200.302.

b. **Internal Controls.** You must maintain internal controls in compliance with 2 C.F.R. § 200.303.

c. **Payments.** You must comply with the payment requirements described in 2 C.F.R. § 200.305. Payment must be requested by using the SF-270, "Request for Advance or Reimbursement" or SF-271, "Request for Reimbursement for Construction Programs" (as applicable). Receipts, hourly wage rate, personnel payroll records, or other documentation must be provided upon request from RHS if the request is for an advance; otherwise, the documentation must be provided at the time of the request. Requests for payment must be sent to the Agency contact listed in Section I.14.

d. **Revisions of the Work Plan and Budget.** You must complete all elements of the Work Plan in Attachment A in accordance with that Attachment and must use project funds only for the purposes and activities specified in Attachment A - Approved Work Plan and Budget. You must further complete the outcomes shown for each Work Plan items within the time and scope constraints shown in Attachment A. You must report any changes and request prior approvals in accordance with 2 C.F.R. § 200.308.

e. **Period of Performance.** You may only incur costs chargeable to the award in accordance with 2 C.F.R. § 200.309.

f. **Bonding.** You must maintain your fidelity bond coverage in the amount of \$ 6855.00 for the Period of Performance of the award. (See 2 C.F.R. § 200.304)

- g. Program Income.** You must comply with the requirements of 2 C.F.R. § 200.307. Additionally, if program income is earned during the period of performance, you may use it in accordance with 2 C.F.R. § 200.307(e)(2), provided that you inform us in writing of your intent prior to the award date. However, if you earn program income in excess of what can be used under 2 C.F.R. § 200.307(e)(2) or if you earn unanticipated program income, you must comply with 2 C.F.R. § 200.307(e)(1). Costs incidental to the generation of program income may be deducted from gross income to determine program income, provided these costs have not been charged to the award.
2. **Procurement and Property Standards.** You must follow the procurement standards requirements in 2 C.F.R. § 200.310-.326.
3. **Performance and Financial Monitoring and Reporting.** You must follow the requirements in 2 C.F.R. Part 170, including Appendix A, and 2 C.F.R. § 200.327-.329, and submit reports as outlined below. Unless otherwise directed in the addendum to this Agreement, the reports are due as indicated below.
- a. Form SF-425, “Financial Status Report.”** Reports are due 30 calendar days after the reporting period ends. A final report is due within 120 days after the Performance End Date specified in Section I.8. of this Agreement or at the completion of your project, whichever date is sooner. Your reporting periods are below (mark one):
- ☐ Annually: January 1 - December 31
- ☐ Annually: July 1 - June 30
- ☐ Semi-Annually: January 1 – June 30 and July 1 – December 31
- ☒ Semi-Annually: July 1 – December 31 and January 1 – June 30
- ☐ Quarterly: January 1 – March 31, April 1 – June 30, July 1 – September 30, October 1 – December 31
- b. Performance Reports.** SF-PPR, “Performance Progress Report” is due 30 calendar days after the reporting period ends. A final report is due within 120 days after the Performance End Date specified in Section I.8. of this Agreement or at the completion of your project, whichever date is sooner. Your reporting periods are below (mark one):
- ☐ Annually: January 1 - December 31
- ☐ Annually: July 1 - June 30
- ☐ Semi-Annually: January 1 – June 30 and July 1 – December 31
- ☒ Semi-Annually: July 1 – December 31 and January 1 – June 30
- ☐ Quarterly: January 1 – March 31, April 1 – June 30, July 1 – September 30, October 1 – December 31

The performance narrative on the Performance Project Report shall include, but is not limited to, the following:

- i. Describe the activities that the funds reflected in the financial status report were used for;
- ii. A comparison of actual accomplishments to the objectives established for that period;
- iii. Reasons why established objectives were not met, if applicable;
- iv. Problems, delays, or adverse conditions which will affect attainment of overall project objectives, prevent meeting time schedules or objectives, or preclude the attainment of project work elements during established time periods. This disclosure shall be accompanied by a statement of the action taken or planned to resolve the situation;
- v. Objectives and timetables established for the next reporting period;

The final report (due 120 calendar days after the period of performance end date) will also address the following:

- i. What have been the most challenging or unexpected aspects of this program?
- ii. What advice, best practices, and actions would you recommend to other organizations planning a similar program that would increase the success of their program? Please include strengths and limitations of the program. If you had the opportunity, what would you have done differently?

4. **Operations.** The Grantee will manage, operate and maintain the facility, including this project if less than the whole of said facility, continuously in an efficient and economical manner in accordance with 7 C.F.R. § 3570.61(e).
5. **Funding.** The Grantee will not use grant funds to replace any financial support previously provided or assured from any other source. The Grantee agrees that the Grantee's level of expenditure for the Project shall be maintained and not reduced as a result of Grant Funds in accordance with 7 C.F.R. § 3570.66.
6. **Default.** Upon any default under its representations or agreements contained in this instrument, 2 C.F.R. Part 200, or 7 C.F.R. Part 3570, Grantee, at the option and demand of the Agency, will immediately repay to the Agency the Grant Funds with any legally permitted interest from the date of the default. Default by the Grantee will constitute termination of the grant thereby causing cancellation of Federal assistance under the grant. The provisions of this Agreement may be enforced by the Agency, at its option and without regard to prior waivers of previous defaults by Grantee, by judicial proceedings to require specific performance of the terms of this Agreement or by such other proceedings in law or equity, in either Federal or State courts, as may be deemed necessary by the Agency to assure compliance with the provisions of this Agreement and the laws and regulations under which this grant is made.

7. **Real Property.** Use the real property including land, improvements, structures, and appurtenances thereto, for authorized purposes of the grant as long as needed and in accordance with 2 C.F.R. § 200.311; 2 C.F.R. § 200.312; 7 C.F.R. § 15.4(a)(2) and 7 C.F.R. § 3570.92. In accordance with Title VI of the Civil Rights Act of 1964, deeds for real property must comply with the requirements for the Reverter and Habendum clauses.
- a. Title to real property shall vest in the Grantee subject to the condition that the Grantee shall use the real property for the authorized purpose of the original grant as long as needed.
 - b. The Grantee shall obtain the Agency's approval to use the real property in other projects when the Grantee determines that the property is no longer needed for the original grant purposes. Use in other projects shall be limited to those under other Federal grant programs or programs that have purposes consistent with those authorized for support by the Agency.
 - c. When the real property is no longer needed, as provided in paragraphs (a) and (b) above, the Grantee shall request disposition instructions from the Agency. The Agency will observe the following rules in the disposition instructions:
 - i. The Grantee may be permitted to retain title after it compensates the Federal government in an amount computed by applying the Federal percentage of participation in the cost of the original Project to the fair market value of the property;
 - ii. The Grantee may be directed to sell the property under guidelines provided by the Agency and pay the Federal government an amount computed by applying the Federal percentage of participation in the cost of the original Project to the proceeds from sale (after deducting actual and reasonable selling and fix-up expenses, if any, from the sales proceeds). When the Grantee is authorized or required to sell the property, proper sales procedures shall be established that provide for competition to the extent practical and result in the highest possible return;
 - iii. The Grantee may be directed to transfer title to the property to the Federal government provided that in such cases the Grantee shall be entitled to compensation computed by applying the Grantee's percentage of participation in the cost of the program or Project to the current fair market value of the property;
8. **Equipment.** Abide by the following conditions pertaining to equipment which is furnished by the Agency or acquired wholly or in part with Grant Funds. Equipment is defined at 2 C.F.R. § 200.33 and is tangible, non-expendable personal property having a useful life of more than one year and an acquisition cost of \$5,000 or more per unit.

- a. **Use of equipment.** The Grantee shall use the equipment in the Project for which it was acquired as long as needed. When no longer needed for the original project, the Grantee shall use the equipment in connection with its other federally sponsored activities, if any, in the following order of priority:
- i. Activities sponsored by the Agency.
 - ii. Activities sponsored by other Federal agencies.
- b. **Use of equipment.** During the time that equipment is held for use on the project for which it was acquired, the Grantee shall make it available for use on other projects if such other use will not interfere with the work on the project for which the property was originally acquired. First preference for such other use shall be given to the Agency sponsored projects. Second preference will be given to other federally sponsored projects.
- c. **Disposition of equipment.** When the Grantee no longer needs the property as provided in paragraph 1 (a) and (b) above, the equipment may be sold or used for other activities in accordance with 2 C.F.R. § 200.313 and 7 C.F.R. §15.4(a)(3) :
- i. Equipment with a current fair market value of less than \$5,000. The Grantee may use the property for other activities without reimbursement to the Federal government or sell the property and retain the proceeds.
 - ii. Equipment with a current fair market value of \$5,000 or more. The Grantee may retain the property for other uses provided that compensation is made to the Agency. The amount of compensation shall be computed by applying the percentage of Federal participation in the cost of the original Project to the current fair market value of the property. If the Grantee has no need for the equipment and the equipment has further use value, the Grantee shall request disposition instructions from the Agency.
 - iii. The Agency shall determine whether the equipment can be used to meet RHS or its successor agency's requirements. If no such requirements exist, the availability of the property shall be reported, in accordance with the guidelines of the Federal Property Management Regulations (FPMR), to the General Services Administration by the Agency to determine whether a requirement for the equipment exists in other Federal agencies. They shall issue instructions to the Grantee no later than 120 days after the Grantee's request and the following procedures shall govern:

- If so instructed or if disposition instructions are not issued within 120 calendar days after the Grantee's request, the Grantee shall sell the equipment and reimburse the Agency an amount computed by applying to the sales proceeds the percentage of Federal participation in the cost of the original project or program. However, the Grantee shall be permitted to deduct and retain from the Federal share 10 percent of the proceeds or \$500, whichever is less, for the Grantee's selling and handling expenses.
 - If the Grantee is instructed to ship the property elsewhere, the Grantee shall be reimbursed by the benefiting Federal agency with an amount which is computed by applying the percentage of the Grantee participation in the cost of the original grant Project or program to the current fair market value of the equipment plus any reasonable shipping or interim storage costs incurred.
 - If the Grantee is instructed to otherwise dispose of the equipment, the Grantee shall be reimbursed by the Agency for such costs incurred in its disposition.
- d. The Grantee's property management standards for equipment shall be in accordance with 2 CFR § 200.313 and shall include:
- i. Property records which accurately provide for: a description of the equipment; manufacturer's serial number or other identification number; acquisition date and cost; source of the equipment; percentage (at the end of budget year) of Federal participation in the cost of the Project for which the equipment was acquired; location, use, and condition of the equipment and the date the information was reported; and ultimate disposition data including sales price, or the method used to determine current fair market value if the Grantee reimburses the Agency for its share.
 - ii. A physical inventory of equipment shall be taken, and the results reconciled with the equipment records at least once every two years to verify the existence, current utilization, and continued need for the equipment.
 - iii. A control system shall be in effect to ensure adequate safeguards to prevent loss, damage, or theft of the equipment. Any loss, damage, or theft of equipment shall be investigated and fully documented.
 - iv. Adequate maintenance procedures shall be implemented to keep the equipment in good condition.
 - v. Proper sales procedures shall be established for unneeded equipment which would provide for competition to the extent practicable and result in the highest possible return;

9. **Earned Interest.** Grantee agree to account for and to return to Agency interest earned on grant funds pending their disbursement for program purposes when the Grantee is a unit of local government. States and agencies or an instrumentality of a State shall not be held accountable for interest earned on Grant Funds pending their disbursement.
10. **Record Retention and Access.** You must retain records related to this work performed under this Agreement and allow access to them in accordance with 2 C.F.R. § 200.333-.337.
11. **Closeout.** You must comply with the closeout requirements in 2 C.F.R. § 200.344.
12. **Post-Closeout Adjustments and Continuing Responsibilities.** You must continue to comply with the requirements in 2 C.F.R. § 200.345 even after the Period of Performance for this Agreement has ended.
13. **Cost Principles.** You must comply with the provisions in 2 C.F.R. Part 200, Subpart E.
14. **Audits.** You must comply with the provisions in 2 C.F.R. Part 200, Subpart F.
15. **Civil Rights Compliance.** Unless otherwise provided in the addendum, you must comply with Executive Order 12898, Executive Order 13166- Limited English Proficient, the Americans with Disabilities Act of 1990, Title VI of the Civil Rights Act of 1964, and Section 504 of the Rehabilitation Act of 1973 as applicable. You must make the public facility or services available to all persons in the Grantee's service area without discrimination as to race, color, religion, sex, national origin, age, marital status or physical or mental disability at reasonable rates, including assessments, taxes, or fees. You may make modifications as long as they are reasonable and nondiscriminatory. Your compliance shall include collection and maintenance of data on race, sex, and national origin of your membership, ownership, and employees. This data must be available to us for Civil Rights Compliance Reviews. You must submit to a post-award compliance review conducted after the final disbursement of grant funds has occurred.
16. **Execute Agreements.** The Grantee will execute any agreements required by the Agency which the Grantee is legally authorized to execute. If any such agreement has been executed by the Grantee as a result of a loan being made to the Grantee by the Agency contemporaneously with the making of this grant, that agreement applies equally to the grant and another identical agreement need not be executed in connection with this grant.

17. **Universal Identifier and Central Contractor Registration.** The Grantee must have a Unique Entity ID number in order to apply for, receive, and report on a Federal award. Additionally, the Grantee must comply with the additional requirements set forth in Attachment C regarding the Unique Entity ID Requirements and the Central Contractor Registry (CCR) Requirements found at 2 CFR Part 25, including Appendix A. For the purposes of this Agreement, “you” in Attachment B shall mean “Grantee” as defined hereunder;
 18. **Federal Funding Accountability and Transparency Act.** The Grantee is responsible for complying with all requirements of the Federal award. For all Federal awards, this includes the provisions of the Federal Funding Accountability and Transparency Act (FFATA), which includes requirements on executive compensation, and also requirements implementing the Act for the Grantee at 2 CFR Part 25 Financial Assistance Use of Universal Identifier and Central Contractor Registration and 2 CFR Part 170 Reporting Subaward and Executive Compensation Information. See also statutory requirements for whistleblower protections at 10 U.S.C. 2409, 41 U.S.C. 4712, 10 U.S.C. 2324, 41 U.S.C. 4304 and 4310. See also 2 C.F.R. § 200.11-200.113.
 19. Not encumber, transfer or dispose of the property or any part thereof, furnished by the Agency or acquired wholly or in part with Agency funds without the written consent of the Agency except as provided in paragraph 8 (c).
 20. Not duplicate other Project purposes for which monies have been received, are committed, or are applied to from other sources (public or private).
- B. Rural Housing Service (RHS).** RHS has agreed to give the Grantee the grant funds, subject to the terms and conditions established by RHS. Provided, however, that any grant funds actually advance and not needed for grant purposes shall be returned immediately to RHS. RHS may terminate the grant in whole, or in part, at any time before the date of completion, whenever it is determined that the Grantee has failed to comply with the conditions of this Agreement or the applicable regulation. RHS shall remain in compliance with all applicable laws, regulations, Executive Orders, and other generally applicable requirements for the duration of the Agreement. The most commonly-referenced provisions are identified below.
1. **Payments.** We will advance or reimburse funds up to the Award Amount identified in Section I.9 upon the Grantee’s proper request according to Section II.A.1.c.
 2. **Monitoring and Enforcement.** We will monitor the project to ensure that you are in compliance with the terms of the award. If we find that you are not in

compliance, we will enforce the terms of this Agreement using the provisions of 2 C.F.R. § 200.338-.342.

- a. Will assist Grantee, within available appropriations, with such technical assistance as Agency deems appropriate in planning the Project and coordinating the plan with local official comprehensive plans for essential community facilities and with any State or area plans for the area in which the project is located.
 - b. At its sole discretion and at any time may give any consent, deferment, subordination, release, satisfaction, or termination of any or all of Grantee's grant obligations, with or without valuable consideration, upon such terms and conditions as Agency may determine to be (1) advisable to further the purpose of the grant or to protect Agency's financial interest therein and (2) consistent with both the statutory purposes of the grant and the limitations of the statutory authority under which it is made.
3. **Termination of This Agreement.** This Agreement may be terminated for cause in the event of default on the part of the Grantee or for convenience of the Agency and Grantee prior to the date of completion of the grant purpose. Termination for convenience will occur when both the Grantee and Agency agree that the continuation of the Project will not produce beneficial results commensurate with the further expenditure of funds. In all cases termination and notification will be in accordance with 2 C.F.R. § 200.339 and 200.340.

C. **Both Parties.** The Grantee and RHS agree to the following:

1. **Invalid Clauses.** The invalidity of any one or more phrases, clauses, sentences, paragraphs, or provisions of this Agreement shall not affect the remaining portions of the Agreement.
2. **Conflict between this Agreement and Other Applicable Regulations or Laws.** If there is a conflict between this Agreement and the applicable Program Regulation, the applicable Program Regulation shall prevail. If there is a conflict between this Agreement and another law or regulation, RHS shall seek a legal opinion to determine which provision applies.
3. **Dates.** When the date fixed for the performance of an act under this Agreement is on a weekend or Federal holiday, then the performance by the close of business on the next Federal work day shall have the same force and effect as if made performed or exercised on the specified date.

The signatories below certify that they have authority to enter into this Agreement.

Approved by an Authorized Representative of the Grantee:

John Hoatson

Name (Please Print)

Town Manager

Title (Please Print)

Signature

Date

Approved by the United States of America, Rural Housing Service by:

Paul D. Ellington

Name (Please Print)

State Director Delaware - Maryland

Title (Please Print)

Signature

Date

Attachment A

Approved Work Plan and Budget

(The work plan must have time, scope, and outcome entries for each task.)

ATTACHMENT B**I. Reporting Executive Compensation.****A. Reporting Total Compensation of Recipient Executives.**

1. *Applicability and what to report.* You must report total compensation for each of your five most highly compensated executives for the preceding completed fiscal year, if:
 - a. the total Federal funding authorized to date under this award is \$25,000 or more;
 - b. in the preceding fiscal year, you received
 - i. 80 percent or more of your annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 CFR 170.320 (and subawards); and
 - ii. \$25,000,000 or more in annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 CFR 170.320 (and subawards);
 - c. The public does not have access to information about the compensation of the executives through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986. (To determine if the public has access to the compensation information, see the U.S. Security and Exchange Commission total compensation filings at <http://www.sec.gov/answers/execomp.html>)
2. *Where and when to report.* You must report executive total compensation described in paragraph b.1. of this award term:
 - a. As part of your registration profile at <http://www.ccr.gov>.
 - b. By the end of the month following the month in which this award is made, and annually thereafter.

B. Reporting of Total Compensation of Subrecipient Executives.

1. *Applicability and what to report.* Unless you are exempt as provided in paragraph d. of this award term, for each first-tier subrecipient under this award, you shall report the names and total compensation of each of the subrecipient's five most highly compensated executives for the subrecipient's preceding completed fiscal year, if
 - a. in the subrecipient's preceding fiscal year, the subrecipient received—
 - i. 80 percent or more of its annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 C.F.R. § 170.320 (and subawards); and
 - ii. \$25,000,000 or more in annual gross revenues from Federal procurement contracts (and subcontracts), and Federal financial assistance subject to the Transparency Act (and subawards); and
 - b. The public does not have access to information about the compensation of the executives through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986. (To determine if the public has access to the compensation information, see the U.S. Security and Exchange Commission total compensation filings at <http://www.sec.gov/answers/execomp.htm>.)

2. *Where and when to report.* You must report subrecipient executive total compensation described in paragraph c.1. of this award term:
 - a. To the recipient.
 - b. By the end of the month following the month during which you make the subaward. For example, if a subaward is obligated on any date during the month of October of a given year (*i.e.*, between October 1 and 31), you must report any required compensation information of the subrecipient by November 30 of that year.
- C. *Exemptions.* If, in the previous tax year, you had gross income, from all sources, under \$300,000, you are exempt from the requirements to report:
 1. Subawards, and
 2. The total compensation of the five most highly compensated executives of any subrecipient.
- D. *Definitions.* For purposes of this award term:
 1. *Entity* means all of the following, as defined in 2 CFR part 25:
 - a. A Governmental organization, which is a State, local government, or Indian tribe;
 - b. A foreign public entity;
 - c. A domestic or foreign nonprofit organization;
 - d. A domestic or foreign for-profit organization;
 - e. A Federal agency, but only as a subrecipient under an award or subaward to a
 - f. non-Federal entity.
 2. *Executive* means officers, managing partners, or any other employees in management positions.
 3. *Subaward:*
 - a. This term means a legal instrument to provide support for the performance of any portion of the substantive project or program for which you received this award and that you as the recipient award to an eligible subrecipient.
 - b. The term does not include your procurement of property and services needed to carry out the project or program.
 - c. A subaward may be provided through any legal agreement, including an agreement that you or a subrecipient considers a contract.
 4. *Subrecipient* means an entity that:
 - a. Receives a subaward from you (the recipient) under this award; and
 - b. Is accountable to you for the use of the Federal funds provided by the subaward.
 5. *Total compensation* means the cash and noncash dollar value earned by the executive during the recipient's or subrecipient's preceding fiscal year and includes the following (for more information see 17 C.F.R. § 229.402(c)(2)):
 - a. *Salary and bonus.*
 - b. *Awards of stock, stock options, and stock appreciation rights.* Use the dollar amount recognized for financial statement reporting purposes with respect to the fiscal year in accordance with the Statement of Financial Accounting Standards No. 123 (Revised 2004) (FAS 123R), Shared Based Payments.
 - c. *Earnings for services under non-equity incentive plans.* This does not include group life, health, hospitalization or medical reimbursement plans that do not discriminate in favor of executives, and are available generally to all salaried employees.
 - d. *Change in pension value.* This is the change in present value of defined benefit and actuarial pension plans.
 - e. *Above-market earnings on deferred compensation which is not tax-qualified.*
 - f. Other compensation, if the aggregate value of all such other compensation (e.g. severance, termination payments, value of life insurance paid on behalf of the employee, perquisites or property) for the executive exceeds \$10,000.

ATTACHMENT C**I. System for Award Management and Universal Identifier Requirements**

A. Requirement for Registration with the General Services Administration's System for Award Management. Unless you are exempted from this requirement under 2 CFR 25.110, you as the recipient must maintain the currency of your information in the CCR until you submit the final financial report required under this award or receive the final payment, whichever is later. This requires that you review and update the information at least annually after the initial registration, and more frequently if required by changes in your information or another award term.

B. Requirement for Unique Entity ID Numbers.

The Grantee must have a Unique Entity ID number in order to apply for, receive, and report on a Federal award. The DUNS Number is no longer valid for federal award identification. On April 4, 2022, the Unique Entity ID from SAM.gov is now the authoritative identifier for those doing business with the federal government.

C. Definitions. For purposes of this award term:

1. System for Award Management (SAM) means the Federal repository into which an entity must provide information required for the conduct of business as a recipient. Additional information about registration procedures may be found at the SAM Internet site (currently at <http://www.sam.gov>).
2. The Unique Entity ID from SAM.gov is now the authoritative identifier for those doing business with the federal government. The Unique Entity ID is generated in SAM.gov. If you are registered in SAM.gov (active or not), you already have a Unique Entity ID. It is viewable at SAM.gov. If you are new to SAM.gov and will be registering for the first time, you will get your Unique Entity ID (SAM) during registration.
3. Entity, as it is used in this award term, means all of the following, as defined at 2 CFR part 25, subpart C:
 - a. A Governmental organization, which is a State, local government, or Indian Tribe;
 - b. A foreign public entity;
 - c. A domestic or foreign nonprofit organization;
 - d. A domestic or foreign for-profit organization; and
 - e. A Federal agency, but only as a subrecipient under an award or subaward to a non-Federal entity.
4. Subaward:
 - a. This term means a legal instrument to provide support for the performance of any portion of the substantive project or program for which you received this award and that you as the recipient award to an eligible subrecipient.
 - b. The term does not include your procurement of property and services needed to carry out the project or program.
 - c. A subaward may be provided through any legal agreement, including an agreement that you consider a contract.



American Landscaping Inc.

Item # 6.

15530 Peach Orchard Road • Silver Spring, MD 20905 • Phone: 301-384-4486 • Fax: 301-384-7937
www.AmericanLandscapingInc.net • AmericanLandInc@verizon.net

Contract #2609234

September 23, 2026

Town of Cottage City
C/O John Hoaston, Town Manager
3820 40th Avenue
Cottage City, Md. 20722

Property:
4303 Bunker Hill Road

301-779-2161
240-461-3835

SPECIFICATIONS

Note: Need access to homeowner's backyard. Depending on condition of tree we might remove fence panel. Fence panel will be reinstalled once job is complete.

Cut down and remove multiple trees.

Clear wild vegetation between wooden fence and deadend sign approximately 12' off homeowner's fence.

Entire area will be cleared.

All stumps will be cut low to ground to ensure a mower-accessible finish.

Clean up any debris resulting from our work and haul off site for proper disposal.

END OF SPECIFICATIONS

We propose hereby to furnish materials and labor, complete in accordance with above specifications, for the sum of

Nine Thousand One Hundred Sixteen and 00/100

\$9116.00

Payment to be made as follows: Billed and payable net 30 days.
Credit/debit card payments will be assessed a 4% fee.

Read all specifications thoroughly. If there is anything you want that is not listed, please ask for a revised proposal that specifically states the work you want included. Do not sign the proposal if the work listed is in any way different from what you want. If this proposal is based on a drive-by and an estimator did not meet you on site, we will only be bound by the boundaries and above specifications that we believe were to be included in this contract.

Notices and Licenses Information and Agreements: Due to the nature of our work, starting and completion dates are dependent on weather and ground conditions and on material availability. Time is of the essence. All work will be completed during the time frame as specified. All work is to be completed in a workmanlike manner according to standard practices. Material is guaranteed to be as specified. All agreements are contingent upon material availability and delays beyond our control. **UNDERGROUND ROCKS AND DEBRIS CLAUSE:** If during work operations, excessive or large rocks and/or debris are found that prevent work from progressing smoothly or need to be removed prior to work continuing an extra charge will apply. We are not responsible for damage to underground wiring, piping, or shallow cable wiring that is not marked. We will exercise all care to prevent such damage. If we see that we have damaged any wiring or pipe, we will leave the area exposed and notify customer. Once the repair has been made by others we will return to fill in the area, if needed.

Maryland Department of Agricultural Pesticide Regulation Section Ornamentals and Turf and Industrial Weed Categories. Pesticide Business License #2008. Pest Control Applicator Certificate #2008-9090.

State of Maryland Department of Natural Resources Forest Services Licensed Tree Expert License #830.

State of Maryland Construction and Traders License #15444037.

Professional Fertilizer Business License #MDA F-O877.

District of Columbia Business License #400318800123.

Contract prices do not include District of Columbia sales tax. This tax will be added, if applicable.

Insurance coverages include: General Liability, Automobile and Workman's Compensation.

A service charge of 2% per month will be added to overdue balances until paid. In the event it becomes necessary to take legal action for collection the person(s) signing this contract either personally or as a representative agree(s) to pay this debt in full along with all reasonable legal fees, clerical fees of no less than \$75.00 and court costs. This agreement shall be governed by the laws of Maryland, and signer(s) consent(s) to Maryland jurisdiction. This proposal may be withdrawn if not accepted within 30 days.

TO ACCEPT RETURN ONE SIGNED AND DATED COPY OF THIS CONTRACT.

Authorized Signature: _____ Via E-mail _____ Date September 23, 2026
Karen Martins, President

Acceptance of Proposal: Note: Contract may be accepted via e-mail but will carry the same weight as if personally signed.

Signature _____ Date _____

Print name _____

Title _____

Executive Summary

America in Bloom 2026 Evaluation Report

Community: Cottage City, Maryland

Cottage City, Maryland earned a total of 279 of 774 possible points (36.04%), corresponding to a 4-star rating in its 2026 America in Bloom evaluation. This executive summary consolidates the advisors' suggestions and identifies every metric that scored below the "In Place" threshold (i.e., rated Not Started or In Progress), organized together by impact area for quick reference.

Overall Scoring Summary

Impact Area	Possible Pts	Actual Pts	Percent	Below "In Place" Metrics
Community Vitality	104	50	48.07%	2
Floral Impact	80	6	7.50%	10
Landscaped Areas	80	9	11.25%	9
Urban Forestry	96	64	66.66%	2
Environmental Initiatives	104	48	46.15%	3
Celebrating Heritage	96	24	25.00%	6
Overall Impression	96	49	51.04%	2
Community Involvement	104	18	17.30%	10
Evaluation Tour Preparation and Actions	14	11	78.57%	—
TOTAL	774	279	36.04%	4 Star Rating

Community Vitality

Score: 50 of 104 possible points (48.07%)

Advisors' Suggestions

- Have an engineer determine the safety and liability of the existing parking structure to assess its current condition and future value.
- Refer to the section Celebrating your Heritage for possible short-term and long-term suggestions for the Bladensburg Road.
- The proposed visitor center at the corner of Bladensburg Road and 38th Ave might also house an Open Tool Library.
- Attracting artists to a blighted neighborhood is a common strategy.
- Learn about land management practices of CSX.

Metrics Scored Below "In Place"

- ▶ 3. Master plan exists for current and/or future community growth and public green space. Growth, enhancements, and/or protection of undeveloped areas are included. It is reviewed and routinely updated. — Scored: In Progress (1)
- ▶ 13. Safety policies, programs, and/or services are in place. Examples include, but are not limited to, police, fire, emergency medical services, community health, crime prevention, homeland security, gang prevention, traffic, homelessness, and civil and human rights. Information is easily accessible and communicated. — Scored: In Progress (1)

Floral Impact

Score: 6 of 80 possible points (7.50%)

Advisors' Suggestions

- Consider working with an area nursery to pre-order plants for installation in early spring so that they can mature throughout the growing season. Another plant source could be Home Depot, Lowe's, or a similar business. Approach them nicely, and they may even donate them to your community. Tell them that you will advertise where the plants were obtained, and they may give you a price break or a donation. Consider involving your community garden people to act as coordinators for ordering floral plants. Go beyond in-ground plantings and try to expand the palette into hanging baskets and shrubbery that flower throughout the summer, such as roses.
- Another suggestion is to designate a person to water the plants. This individual's responsibilities would be to water the plants, groom them, and fertilize as needed. Some sort of water wagon will be needed.
- Another way to get more floral impact is to have a plant exchange with your community members. Advertise this in your community newsletter.

Metrics Scored Below "In Place"

- ▶ 1. Floral combinations are carefully selected for location and environmental conditions. The combinations create visual interest, provide dramatic effects, and appear coordinated. — Scored: In Progress (1)
- ▶ 2. Floral displays are located throughout the community. Displays are well maintained and attractive. Examples include, but are not limited to, flowerbeds, raised beds, planters, hanging baskets, window boxes, carpet bedding, topiaries, and/or mosaics. — Scored: Not Started (0)
- ▶ 3. In-ground flower displays are designed with mature plant heights, color, and texture in mind. Plants are healthy, robust, and floriferous. — Scored: In Progress (1)
- ▶ 4. Containers and/or hanging baskets are part of a floral plan, in use, scaled to their surroundings, and have suitable plants. Flowers are robust, floriferous, and provide a dramatic effect. — Scored: In Progress (1)
- ▶ 5. Regular maintenance, watering, fertilizing, pruning, deadheading, weeding, removal, and/or replacement of dead flowers is conducted on public properties. — Scored: In Progress (1)
- ▶ 6. Demonstration/display gardens are available. Flowers are labeled. The garden is promoted to the public. Garden is available to residents and businesses for events. — Scored: In Progress (1)
- ▶ 7. Appropriate floral maintenance procedures, including fertilization (chemical and/or non-chemical) for municipal, parks, and/or school properties are implemented. The procedures produce effective results. Educational information about fertilization is communicated. Examples of communication avenues include, but are not limited to, lectures, print, city website, city hall postings, libraries, and social media. — Scored: Not Started (0)
- ▶ 8. Training programs for proper floral displays care and maintenance are offered to seasonal staff and/or volunteers. Training is conducted by Master Gardeners, County Extension, local garden centers, state agencies, and/or contractors. — Scored: Not Started (0)

- ▶ 9. Efforts are in place to educate and raise public awareness of the importance of floral displays in the landscape. Educational information about the selection and care of flowers for beautification is available and communicated to the public. — Scored: In Progress (1)
- ▶ 10. Recognition programs are in place monthly, quarterly, and/or annually for attractive displays created by businesses and/or residents. — Scored: Not Started (0)

Landscaped Areas

Score: 9 of 80 possible points (11.25%)

Advisors' Suggestions

- Consider updating your tree selections so “weedy” taxa are not planted. Contact your local County Extension Agents for suggestions. Create a picture book illustrating viable tree options and their growth habits so homeowners can better choose species to plant on their land.
- Consider adding large, frost-free, plant containers, which would add another element to the landscape at Town Hall. These could be changed out depending upon the season and also serve as entrance markers for the facility. This could be done in-house or contracted out.
- You might add evergreens for winter interest. The new area to be planted as a native plant garden should have some hardscaping so it does not look weedy. Also consider adding interpretation so visitors learn what is being grown and why.
- Your newsletter could feature articles on why to plant native trees, how to build a rain garden, incorporate rain barrels into the landscape, how to plant a tree, and how to avoid contracting poison ivy.

Metrics Scored Below "In Place"

- ▶ 2. Plan developed each season for procurement, scheduling, planting, and/or maintenance of landscapes. — Scored: Not Started (0)
- ▶ 3. Landscape ordinances and/or policies are in place. City landscape ordinance requires specifications for landscaping and maintenance for new and improved residential, commercial, and public development. Ordinances and/or policies are easily accessible. — Scored: In Progress (1)
- ▶ 4. Landscaping is found throughout the community including public areas, parks, gateways, and/or key buildings. Landscape displays are selected for location, environmental conditions, and/or impact. Attractive designs are utilized and well maintained. Landscapes serve as focal areas in the community. — Scored: In Progress (1)
- ▶ 5. Landscape displays enhance community entryways. The use of trees, shrubs, signage, hardscapes, and/or lighting creates a welcome display. The displays are attractive, well maintained, and create visual impact. — Scored: Not Started (0)
- ▶ 6. Procedures in place to monitor and/or manage diseases and/or pests in the landscape. Pertinent information is available and/or communicated to the public. — Scored: In Progress (1)
- ▶ 7. Lawn and turf areas display health and vigor. Procedures and practices, such as Integrated Pest Management (IPM) are used to manage lawn and turf areas, including fertilizing, mowing, edging, proper watering, and/or weeding. — Scored: Not Started (0)
- ▶ 8. Qualified landscape personnel and/or experienced contractors are available to design, install, source, and/or maintain public landscape sites. Additional support can be provided by growers, garden centers, County Extension Agents, and/or city departments. These resources are utilized to create and implement attractive municipal landscape displays. — Scored: In Progress (1)
- ▶ 9. Training programs for proper landscape display care and maintenance are available for volunteers, full-time, and/or seasonal staff. Examples of trainers include, but are not limited to, Master Gardeners, County Extension, local garden centers, state agencies, and contractors. — Scored: In Progress (1)

- ▶ 10. Recognition programs are in place monthly, quarterly, and/or annually for attractive displays created by businesses and/or residents. — Scored: Not Started (0)

Urban Forestry

Score: 64 of 96 possible points (66.66%)

Advisors' Suggestions

- Newly planted trees need to be regularly watered to help establish them. A water truck needs to be made or purchased to help take care of all city plantings. Homeowners should be able to assume the responsibility of watering their own trees, given careful instructions depending on the planting site and size of the saplings. Your consultant, who is a certified arborist and the American Landscaping company, should give instructions.
- Keeping a tree inventory up to date takes a commitment and should be budgeted annually so you do not get behind, especially if there have been any destructive storms or insect infestations. If you have an up-to-date inventory and great losses, you can apply for FEMA funds if available.
- Consider planting more native oaks as they are a keystone species that supports a surprising number and variety of fauna. See "The Nature of Oaks" by Douglas W. Tallamy.
- Provide ongoing education about how to mulch trees, especially the harm caused when mulch is too deep, e.g., volcano mulching, basic pruning techniques, etc.

Metrics Scored Below "In Place"

- ▶ 9. Trees are identified in public sites such as arboretums, parks, and/or cemeteries. Examples include, but are not limited to, identification labels, descriptive signage, QR codes, kiosks, maps, apps, and brochures. — Scored: Not Started (0)
- ▶ 11. Effective communication of recommended trees is available to the public. Topics include "Right Tree in the Right Place," mulching, placement, spacing, and/or maintenance. Examples of communication include, but are not limited to, lectures, print, city website, library, City Hall, and social media. — Scored: In Progress (2)

Environmental Initiatives

Score: 48 of 104 possible points (46.15%)

Advisors' Suggestions

- If Cottage City wants to distinguish itself nationally, we recommend creating a Living Laboratory for Climate Resilience. The town or port towns could partner with nearby schools, universities, and nonprofits to pilot innovative approaches to stormwater management, urban forestry, biodiversity, community engagement, and environmental education. Cottage City's compact size makes it an ideal place to test ideas that could later be replicated across other municipalities. Given its existing Green Team, tree canopy work, community garden, and Sustainable Maryland certification, it already has the foundation for such a role.
- Create an Adopt-a-Rain-Garden Program Rather than relying only on town maintenance, residents, civic groups, scouts, or businesses could "adopt" rain gardens and bioswales. Each garden would have a small sign recognizing its caretakers and explaining how it reduces pollution entering the Anacostia River.
- Consider having a Community BioBlitz Weekend Residents use apps like iNaturalist to identify every bird, butterfly, insect, tree, and flower found in Cottage City over one weekend. This creates a biodiversity inventory that can be repeated every year. Keep track of it on your city's website.
- Consider putting solar panels over the Town Hall parking lots, which will also protect vehicles from sun and snow while generating electricity. Use the funds you get from the panels you have on the Town Hall to help pay for the project.

- Station recycling and trash cans together. If one or the other is the only can available, recycling and trash will be thrown in the same container.
- A sign to promote the efforts of the Green Team and how to become a member should be posted at each Green Team worksite to recruit new members.

Metrics Scored Below "In Place"

- ▶ 7. Water conservation and water quality measures are widely promoted throughout the community and accessible. Residential and business practices include, but are not limited to, using rain barrels, rain gardens, and permeable surfaces; addressing water leaks in homes, businesses, and community spaces; choosing efficient appliances; and irrigating responsibly. Efforts also emphasize protecting water quality through stormwater management, reducing chemical runoff, proper disposal of household and yard waste, and maintaining healthy waterways. — Scored: In Progress (1)
- ▶ 8. Management strategies are implemented for the effective reuse/repurpose of buildings, structures, and/or land. The municipality has a reuse plan in place. — Scored: Not Started (0)
- ▶ 10. Reuse opportunities are offered and include clothing, books, household goods, resale shops, tool lending, durable medical equipment, and/or equipment repair initiatives available for donations and/or purchase. — Scored: In Progress (1)

Celebrating Heritage

Score: 24 of 96 possible points (25.00%)

Advisors' Suggestions

- On the future site of a community outreach center, the former Cottage City & Colmar Manor firehouse, consider featuring its history with silhouettes of early fire trucks on the front and side of the building.
- The following are some actionable ways to brand Cottage City using the streetcar suburb concept.

Metrics Scored Below "In Place"

- ▶ 3. Historic districts, neighborhoods, structures, landmarks, and/or objects are identified and/or labeled. Designations by such organizations as the Department of Archives and History and/or National Register are in place and/or in progress. — Scored: Not Started (0)
- ▶ 7. Staff and/or volunteers are trained to maintain historical sites, archives, records, collections, artifacts, structures, and/or landscapes. Historic educators are trained to effectively communicate a community's history. — Scored: Not Started (0)
- ▶ 8. Historic preservation incentives are available and promoted. Incentives may include, but are not limited to, tax credits, waived permit fees, eased setbacks, and/or rebates. — Scored: Not Started (0)
- ▶ 9. Programs are in place for the purchase, installation, and/or long-term maintenance of memorial features. Examples include, but are not limited to, memorial benches, trees, brick pathways, and lamp posts. — Scored: Not Started (0)
- ▶ 11. Programs and/or events are available to bring history to life. Examples include, but are not limited to, theater dramas, reenactments, and historic characters at public events. — Scored: Not Started (0)
- ▶ 13. Youth of all ages and abilities participate in historical programs. Examples include, but are not limited to, lectures, tours, events, reenactments, research, and reader's theater. Participants are recognized for their efforts and/or achievements. — Scored: Not Started (0)

Overall Impression

Score: 49 of 96 possible points (51.04%)

Advisors' Suggestions

- Add more creative crosswalk art. They enhance streetscapes, boost community pride, and improve safety by encouraging both pedestrians and motorists to be more aware of their surroundings. Young people can be involved in crosswalk art projects.
- Establish and/or review your design guidelines, branding, historic preservation code and downtown ordinances, etc. to confirm they are current and represent the look you want to present and preserve.
- Above all, review the proposed zoning changes and long-term plans for Bladensburg Road by The Maryland-National Capital Park and Planning Commission.
- Straighten street signs periodically. It creates a sense of care.
- Consider short-term and long-term goals and projects.

Metrics Scored Below "In Place"

- ▶ 8. Wayfinding signage is visible, attractive, and in appropriate locations throughout the community. Signage adequately lists directional information and/or areas of interest. — Scored: Not Started (0)
- ▶ 10. Year-round seasonal decorations are used in key areas. The decorations are well maintained and attractive. Examples include, but are not limited to, lighting, ornamental displays, wreaths, planters, luminaries, and displays in government buildings, residential homes, and storefronts. — Scored: In Progress (1)

Community Involvement

Score: 18 of 104 possible points (17.30%)

Advisors' Suggestions

- Strategies to support the participation of Hispanics include addressing heightened concerns for personal safety plus responsive strategies that emphasize family, shared trust, and relationship-building. Flexible scheduling, bilingual resources, and communal, welcoming environments, rather than relying on traditional, individualistic volunteer models, have helped other organizations to overcome lower participation rates.
- Include in the Community Profile information about boards, committees, programs, events, and actions related to the items listed above. Include how the local police and fire departments interact with the community.
- Review the above items and identify how Cottage City encourages residents to volunteer, as well as work and play together.

Metrics Scored Below "In Place"

- ▶ 1. Programs are in place to encourage, recruit, engage and/or recognize a diverse base of volunteers of all ages, abilities, cultures, and/or segments of the community in each of the America in Bloom criteria. Volunteers from businesses, residents, schools, and/or organizations participate, and opportunities present themselves to residents and/or businesses to get involved. — Scored: Not Started (0)
- ▶ 3. Annual recognition of a community champion. This may be from the schools, social organizations, Chamber of Commerce, businesses, to include issues that are important to the community, including, but not limited to, housing, health, and environmental initiatives. — Scored: Not Started (0)
- ▶ 6. Youth of all ages and abilities participate in community events. Examples include, but are not limited to, lectures, tours, events, reenactments, research, and reader's theater. Participants are recognized for their efforts and/or achievements. — Scored: Not Started (0)

- ▶ 7. Youth organizations such as Scouts, Green Teams, schools, and 4H encourage community involvement. Participants are recognized for their efforts and/or achievements. Efforts are communicated to the public through social media, newsletters, city website, and other methods. Youth-focused programs are in place for multiple ages and/or abilities. Examples include, but are not limited to, sports, gardening, clubs, and lectures. — Scored: Not Started (0)
- ▶ 8. Volunteer engagement in parades, festivals, and community events as measured by but not limited to event volunteers, the frequency and variety of events, a dedicated volunteer coordinator, and number of volunteer hours. — Scored: In Progress (2)
- ▶ 9. Volunteers participate in community improvement initiatives. Examples include, but are not limited to, Habitat for Humanity, home repair programs, disaster relief, and clean-up days. — Scored: In Progress (2)
- ▶ 10. Residential best practices regarding water conservation measures are used throughout the community. Examples include, but are not limited to, water-saving shower heads, full loads for dishwashers and washing machines, sink and toilet leaks fixed, lawn irrigation, drought-resistant plants, and use of gray water. — Scored: Not Started (0)
- ▶ 11. Compassionate Community Response: The community demonstrates organized efforts to provide compassionate care during crises such as floods or hurricanes, wildfires, homelessness, and tragic deaths of community members. Support may include short- and long-term assistance (e.g., meals, housing, support groups, vigils, warming centers, garden therapy), volunteer service, fundraising, and coordinated relief efforts. — Scored: In Progress (1)
- ▶ 12. Training programs for volunteer excellence are in place to teach best practices assuring every volunteer is equipped with the knowledge, skills, and confidence to succeed for all volunteer positions. Training should include standardized best practices, role-specific instruction, hands-on learning, mentorship, safety, communication, and teamwork. — Scored: In Progress (1)
- ▶ 13. The community has a disaster preparedness plan in place and routinely reviews and updates it to ensure effectiveness, incorporates lessons learned from past events, and conducts regular training exercises to maintain readiness among residents and emergency personnel. — Scored: Not Started (0)

Evaluation Tour Preparation and Actions

Score: 11 of 14 possible points (78.57%)

This area is scored on a Met/Unmet (rather than an In Place) scale. 3 item(s) were scored Unmet.

Advisors' Suggestions

- Involve more government employees, business leaders, and residents in addressing aspects of the community tour. Bring together people with common interests, e.g., history buffs, historians, and people restoring antiques, living in an old house, etc. or environmentalists, birders, and gardeners. Consider different aspects of the tour (e.g., meeting places or meals) as opportunities to bring people together, provide opportunities to talk about what they contribute to the town, and to learn what others with a similar passion are doing. People are usually flattered to be invited and enjoy an opportunity to talk about their personal interests as related to the town. It builds pride, generates new ideas, and helps move projects forward.
- Provide the community profile to the advisors two weeks in advance of their visit.

Metrics Scored Below "In Place"

No metrics in this impact area scored below "In Place."

America in Bloom 2026 Evaluation Report

Community: Cottage City, Maryland
Evaluation Dates: June 24-26



Lead Advisor: Carrie Sears
Co-Advisor: Bruce Riggs

America in Bloom (AIB) promotes and builds vibrant and sustainable communities through volunteerism and education emphasizing flowers, plants, trees, heritage, and environmental and lifestyle enhancements. America in Bloom envisions communities across the country as the best examples of welcoming and vibrant places to live, work, and play.

Evaluation Areas	Possible Points	Actual Points	Percent
Community Vitality	104.00	50.00	48.07%
Floral Impact	80.00	6.00	7.50%
Landscaped Areas	80.00	9.00	11.25%
Urban Forestry	96.00	64.00	66.66%
Environmental Initiatives	104.00	48.00	46.15%
Celebrating Heritage	96.00	24.00	25.00%
Overall Impression	96.00	49.00	51.04%
Community Involvement	104.00	18.00	17.30%
Evaluation Tour Preparation and Actions	14.00	11.00	78.57%
Total Points and Percent	774.00	279.00	36.04%
Star Rating	4		

Star ratings are based on overall percentage.

1 star = 0% - 9.99%	2 stars = 10% - 19.99%	3 stars = 20% - 29.99%	4 stars = 30% - 39.99%	5 stars = 40% - 49.99%
6 stars = 50% - 59.99%	7 stars = 60% - 69.99%	8 stars = 70% - 79.99%	9 stars = 80% - 89.99%	10 stars = 90% - 100%

Community representatives to receive the Evaluation Report		
Name	Title	Email
Wanda Wheatley	Commissioner Ward 3	Ward3@cottagecitymd.gov
John Hoatson	Town Manager	townmanager@cottagecitymd.gov
John Brooks	At-Large Commission	atlarge@cottagecitymd.gov
Denise Hamler	Green Team/Community Garden	denisehamler@gmail.com

GUIDELINES AND INFORMATION:

Communities are required to provide the following prior to evaluation:

- Community Profile organized to follow the criteria and metrics. For repeat communities, call out what is new and/or implemented due to advisors' recommendations.
- Evaluation Tour Itinerary with start and finish times for each day
- Community Map with community boundaries and the tour route
- Communities are responsible for addressing the metrics in the Community Profile, Evaluation Tour Itinerary, and during the Evaluation Tour.

The areas to be scored:

Advisors will review Community Profiles, Community Maps, and Evaluation Tour Itineraries to confirm the appropriateness of the areas to be evaluated and contact communities prior to the tour so adjustments can be made.

- All areas (municipal, commercial, and residential) within the boundaries of the entrant's community/municipality (except as noted below) are scored and a representative portion of all areas must be included.
- Property to be scored, whether public or private, must be subject to the codes and regulations of the entrant's community/municipality.
- When a property does not meet these requirements, but the community's volunteers significantly impact the property with labor and/or funding, then advisors may include in their scoring the property not subject to the codes and regulations of the entrant community.
- A community may request recommendations for areas toured but not scored.

Metrics are noted with unique codes based on the criteria. Ratings include:

N/A (Not Applicable): Communities should strive to implement all metrics; however, advisors will use N/A when a metric is not scorable in a community. N/A metric is not included in the point totals and does not affect percentages. Examples when N/A may apply in a metric: commercial/business areas do not exist; state or county statutes prevent implementation of a metric.

Not Started (0 points): programs or procedures are not in place.

In Progress (1-2 points): programs or procedures are developed, and a plan of action is implemented.

In Place (3-5 points): programs or procedures are utilized and beneficial.

Surpassing (6-8 points): programs or procedures are exceptional, utilized, and beneficial throughout the community.

Other:

- This Evaluation Report's scoring, general observations, and general and criteria recommendations are based upon the community's efforts including its levels of participation in, or implementation of the metrics in each of the criteria.
- Future projects and programs are not scored.
- The scoring for the eight evaluation criteria is adjusted to the climate and environmental conditions of the community's location. Make sure the advisors are made aware of any challenges that were faced during the year.

General Observations and Recommendations (recommendations are indicated in *italics*):

Cottage City, Maryland — Community Data Sheet

Location: Prince George’s County, Maryland, just northeast of Washington, D.C.

Area: 0.27 sq. mi. (0.65 km²)

Incorporated: 1924

Population: ~1,300 (2026 est. 1,318) **Population Density:** ~4,800 residents per sq. mi.

Geography & Character

- Situated along the Anacostia River corridor
- Low-lying terrain (~30 ft. elevation)
- Flat to gently sloping landscape
- Tree-lined residential streets in a compact urban setting
- Adjacent to Eastern Avenue, Bladensburg Road, and the CSX rail corridor

Economy

- Workforce employed primarily in service, administrative, professional, and technical occupations
- Strong commuter connection to the Washington, D.C. metropolitan area
- Growing remote-work participation (~11%)
- Median Household Income: ~\$80,800
- Per Capita Income: ~\$48,900

Education

- Served by Prince George’s County Public Schools
- Convenient access to regional higher education institutions, including University of Maryland, College Park

Historic & Cultural Highlights

- Near the historic **Battle of Bladensburg** site from the War of 1812
- Home to the historic **Bladensburg Dueling Grounds**
- Part of the regional **Port Towns** revitalization initiative
- Access to Anacostia River recreation and restoration projects

Interesting Facts

- Served as a hospital and artillery position during the War of 1812
- Named for its early cottage-style homes built for working families and veterans
- Once a summer retreat of Ulysses S. Grant
- Associated with events that inspired *The Exorcist* (3807 40th Ave)
- Home of *The Landlord's Game* (1904), precursor to *Monopoly*, created by progressive writer and inventor Elizabeth Magie
- Known today as a diverse and close-knit community

Community Snapshot

Cottage City combines rich history, small-town character, and proximity to Washington, D.C. Its heritage, riverfront location, and participation in regional revitalization efforts make it a distinctive community focused on preserving its past while enhancing quality of life for residents.

– ChatGPT generated

community data sheet. June 2026

INTRODUCTION

On behalf of America in Bloom, thank you for participating in America in Bloom this year. America in Bloom is about much more than flowers. It celebrates collaboration, civic pride, environmental stewardship, heritage, and the people who work together to create a vibrant community. We are grateful for the time, energy, and

commitment of every employee, resident, and business owner. Together, you demonstrate that a small community can accomplish great things when residents work toward a common goal.

The recommendations in this report are intended to serve as a menu of opportunities rather than a rigid checklist. Cottage City can adopt those initiatives that best align with its vision, priorities, and available resources. Some projects can be implemented quickly, producing visible improvements and an immediate sense of accomplishment. Others will require careful planning, partnerships, and a sustained investment of funds and time. These projects are best incorporated into a long-term strategic plan and addressed by a local coalition of residents, a municipal board, task force, or ad hoc group united around a shared interest. The Cottage City Green Team is an example.

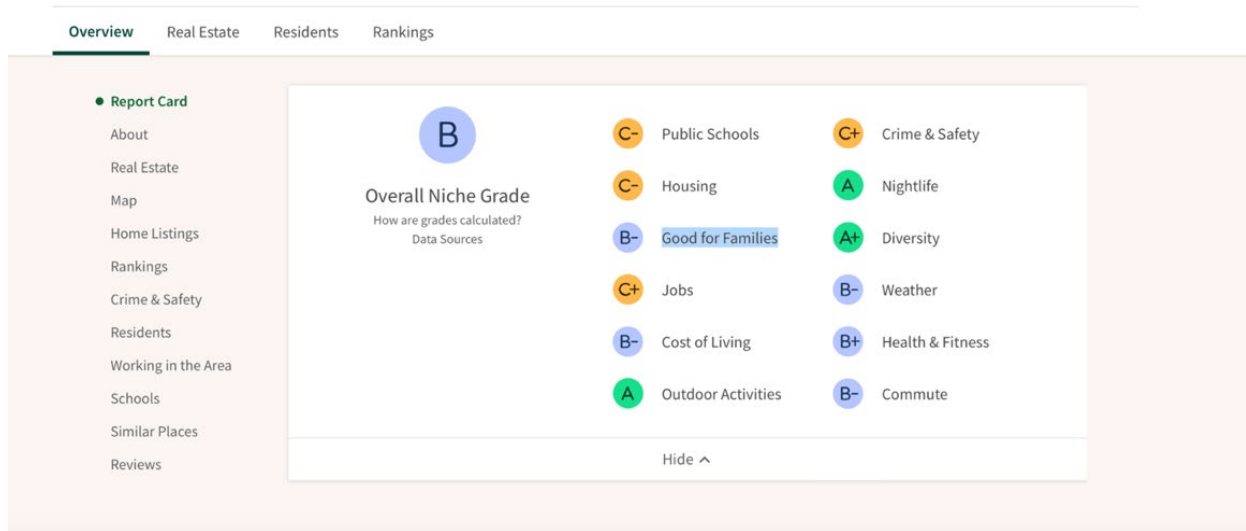
Achieving meaningful and lasting community improvement requires balance. As priorities are established, the Town should consider the resources available—including volunteer capacity, staff time, technical expertise, and funding. Balance short-term successes with long-term investments to maintain public interest while steadily working toward a broader vision. Lasting transformation is accomplished one thoughtful step at a time. After all, Rome wasn't built in a day, and neither are thriving, beautiful, and resilient communities.

The following report includes observations and recommendations in eight areas of impact. Recommendations are italicized for easy reference. In addition to the eight areas, three major influences shape most communities today: social media, population changes, and climate impacts. What follows is a brief look at these influences and Cottage City.

Social Media

We begin with what we learn from Wikipedia, the free encyclopedia: **Cottage City**, officially the **Town of Cottage City**, is a town in [Prince George's County, Maryland](#), United States. Per the [2020 census](#), the population was 1,335. Cottage City is a small, quiet community lying between [Eastern Avenue](#) (the border with [Washington](#), DC), [Brentwood](#), [Colmar Manor](#), and the [Anacostia River](#). Cottage City was developed, beginning in 1870, under the name of "The Highlands". The area was incorporated in 1924 as Cottage City.

A small, ethnically mixed community with old cottage-style homes along tree-lined streets, Cottage City is an active and enthusiastic partner with the county in the Port Towns Redevelopment Plan, an effort to revitalize the neighborhoods while preserving their historic heritages. The goals of this effort are an improved environment and an improved quality of life for its citizens. **Source:** Wikipedia, "Cottage City, Maryland," accessed June 2026. As already demonstrated, it is easier than ever for people to form an opinion of a community before actually visiting it. In addition to ChatGPT and Wikipedia, two websites were searched. *Niche* is a website and platform that helps students and families find and enroll in the right school, college, or neighborhood. It provides in-depth profiles, reviews, and ratings for K-12 schools, colleges, universities, and cities and towns across the US. *Niche* also offers tools for personalized search and organization, as well as rankings for different aspects of the school and college experience. Below is a screen shot of a 'report card' for the town by *Niche* (4/22/2026)



Nextdoor is a neighborhood social networking app that connects residents, businesses, and public agencies within specific geographic areas. It allows users to share information, discuss local issues, and connect with their neighbors, fostering a sense of community. The top reasons Nextdoor Neighbors love Brentwood-Cottage City are community, dog-friendly, food, parks, quiet, sidewalks, trails, trees, walking, and woods.

Since a few negative comments can be harmful, monitor social networking forums for comments about the community and encourage residents to post comments about their hometown experiences.

Population Change According to the Centers for Disease Control and Prevention, the U.S. fertility rate has been falling over the past decade, to about 1.6 births per woman in 2023. The population of Cottage City, on the other hand, has grown steadily since 2010. To maintain the population, Cottage City may need to *appeal to both younger and older generations*. By highlighting its reputation as a diverse, welcoming, safe community, Cottage City may continue to draw people of different ages, ethnicities, races, religions, etc.

Climate Impacts The District of Columbia and surrounding area face severe climate risks, primarily extreme heat, flooding, and sea-level rise. By 2050, the area expects three times more heat emergencies (>95°F) and 11 inches of sea-level rise, threatening infrastructure, transit, and public health, especially in vulnerable communities, as highlighted in [Climate Ready DC's storymaps on lived experiences](https://storymaps.arcgis.com/stories/b96b4c45155a4c81bc7ff9670de3b42b) (<https://storymaps.arcgis.com/stories/b96b4c45155a4c81bc7ff9670de3b42b>).

Review both the 2025 and 2026 recommendations for those not started as well as those that are easy to do. Start to build a 'base layer' of points in those areas identified as not started.

As you have done with trees, choose an area to target and concentrate your efforts. Prioritize carefully and tap different people for a leader and team. Establish a budget. Each team should identify tasks and establish a timeline.

Identify potential grants, fundraisers, and/or donors. Possible resources might be [Grantstation.com](https://www.grantstation.com) and [philanthropy.com](https://www.philanthropy.com). You might also consider hiring a grant writer.

Track your progress, so it is easier to document in the next profile, inform potential donors, and complete grant applications. A year-end summary or annual report works well.

COMMUNITY VITALITY: Community Vitality refers to the overall health, strength, and vibrancy of a community, reflected in the quality of life, social connections, economic opportunities, and civic engagement among its members and measured through policies, programs, activities, and facilities. Examples include neighborhood associations that are active, thriving local businesses, inclusive public events, volunteer programs, and accessible services like libraries and recreation centers. Museums, arts/cultural organizations, mentoring programs, schools, faith-based organizations, parks, playgrounds, dog parks, sports fields, water activities, trails, golf courses, and other active and passive recreational opportunities for all ages and abilities all add to the vitality of a community.	Not Applicable (N/A)	Not Started (N/S) 0	In Progress 1-2	In Place 3-5	Surpasses 6-8
					6
				5	
			1		
					6
				5	
				4	
				5	

8. Community gathering space is available. The space is accessible and used throughout the year for all ages and abilities. Examples include, but are not limited to, community center, senior center, YMCA, faith-based gathering places, libraries, town hall, and designated outdoor refreshment areas (DORA) with clearly defined district boundaries.				4	
9. Age- and ability-appropriate play areas are accessible. Equipment is ADA-compliant and/or inspected by a Certified Playground Safety Inspector.				4	
10. Active outdoor community events are offered throughout the year. Examples include, but are not limited to, Bike-to-Work Day, Walk to School Day, and 5K events.				3	
11. Community celebrations and/or cultural performances meet the needs of the community. Examples include, but are not limited to, festivals, art, dance, theatre, music, and cinema.				3	
12. Alternative transportation programs are available. Transportation is available in all areas of the community. Examples include, but are not limited to, bicycle/scooter rental, car/van pools, public transportation, and/or ride sharing to all areas of the community.				3	
13. Safety policies, programs, and/or services are in place. Examples include, but are not limited to, police, fire, emergency medical services, community health, crime prevention, homeland security, gang prevention, traffic, homelessness, and civil and human rights. Information is easily accessible and communicated.			1		
Totals:	Possible Points		Actual Points		Percent
Community Vitality	104		50		48.07%

Community Vitality Recommendations:

Community vitality is about individual and collective wellbeing, encompassing economic strength, social cohesion, and public safety. Wise economic development includes short-term and long-term planning for retention of historic structures and creation or enhancement of green space. People working and playing together generate social cohesion. Ultimately, community vitality reduces the need for police by proactively promoting wellbeing.

See <https://www.justicehappenshere.yale.edu/about>
<https://www.justice.gov/hatecrimes/hate-crimes-prevention>

Blight along Bladensburg Road Commercial Corridor: Abandoned buildings, overgrown vacant lots, and derelict storefronts harm a community by dragging down property values, fueling crime rates, and increasing the strain on public services. For Cottage City, the challenge is not simply removing blight—it is creating a commercial corridor that serves residents, strengthens the tax base, and improves quality of life. A successful strategy would combine code enforcement, redevelopment incentives, beautification, targeted business recruitment, and evolution. The project will take many years to plan, execute, and complete. Clearly, recommendations for this project are beyond the scope of the American in Bloom program. Here are, however, some considerations:

With one side of the road in Colmar Manor and the other in Cottage City, coordination between the two municipalities is critical to any planning and long-term success. *Utilize available resources such as the U of MD Partnership for Action Learning or the Neighborhood Design Center and launch a "Bladensburg Road Revitalization Initiative."*

Priorities: After each community defines its goals, Cottage City and Colmar Manor should define a shared transformational goal; complete a property utilization & occupancy audit; develop a corridor master plan; adopt design standards; begin streetscape improvements; recruit one or two destination businesses; secure redevelopment funding and grants.

For both communities, the goal for Bladensburg Road would probably be a mixed-use community main street—a place where residents can shop, dine, access services, meet neighbors, and take pride in the appearance of their towns. This transformation would improve economic vitality while creating a stronger sense of place and community identity. Here are some considerations:

1. **Strengthen Code Enforcement and Property Compliance:** Determine each towns' responsibilities and those of Prince George's County; determine and address differences in Cottage City and Colmar Manor's codes; if appropriate, conduct a comprehensive audit of use & occupancy compliance for all businesses; if appropriate, request the county reinforce zoning regulations; establish a phased compliance program with clear deadlines; increase inspections for encroachments onto state and municipal roads, environmental hazards, stormwater runoff, outdoor storage, and abandoned vehicles; enforce screening requirements for vehicle storage, repair yards, and industrial uses; enforce handling of potential hazardous material; adopt a vacant property registration ordinance; and create escalating penalties for repeat violators.

2. **Develop a Corridor Redevelopment Vision:** Create a long-term plan for transforming Bladensburg Road from an auto-oriented strip into a mixed-use community corridor. A potential vision might be for a "Main Street Gateway" or entry point and revitalized corridor meant to draw people into Cottage City. Plan to feature a community-serving grocery store and retail shops, restaurants and cafés, small professional offices, community gathering spaces, mixed-use buildings with housing above shops, and, of course, attractive floral displays, landscaping, and streetscape improvements.

3. Coordinate with both communities to identify and recruit businesses that residents actually need: conduct a market analysis to identify gaps in local services. Possible targets may include grocery store, food and dining establishments (family restaurant, coffee shop, bakery, ice cream parlor, ethnic restaurants reflecting community demographics); daily needs (pharmacy, small specialty market, hardware store, dry cleaner, pet services); health and wellness (medical offices, dental offices, physical therapy, fitness studio); and community services (childcare center, senior services, co-working space, financial services)
4. Redevelop the Industrial Park: The blighted industrial park may present one of the greatest opportunities. *Have an engineer determine the safety and liability of the existing parking structure to assess its current condition and future value.* Short-Term: improve security and maintenance; market vacant spaces aggressively; remove debris and improve signage. Long-Term: consider transforming portions into small business incubators, artisan and maker spaces, light manufacturing, innovation and green technology businesses, and flexible commercial spaces. A public-private redevelopment partnership may be needed.
5. Large Storage Facilities: Storage facilities contribute little street activity. Where feasible, improve landscaping and architectural screening, add public art on blank walls, encourage redevelopment of underutilized parcels into mixed-use projects, and require enhanced streetscape standards for future expansions.
6. Improve Walkability and Streetscape: The corridor should feel safe and attractive for pedestrians. Consider potential improvements: wider sidewalks, street trees, decorative lighting, benches, trash and recycling receptacles, public art, wayfinding signage, safe pedestrian crossings, bicycle infrastructure.
7. Create a Green Corridor Initiative: Given proximity to the Anacostia watershed, environmental improvements could become a community identity. Projects might include native landscaping and pollinator gardens, rain gardens, tree canopy expansion, green stormwater infrastructure, electric vehicle charging stations.
8. Encourage Mixed-Use Development: Over time, rezone selected properties to allow ground-floor retail, upper-floor apartments, live-work units and townhomes adjacent to commercial areas.
9. Create a Gateway District: As a primary entrance to Cottage City, an improved Bladensburg Road would communicate community pride. Gateway features could include decorative entrance signs, landscaping, public art celebrating local history, seasonal flower displays, banners (as *recommended previously by America In Bloom advisors*) and lighting. *Refer to the section Celebrating your Heritage for possible short-term and long-term suggestions for the Bladensburg Road.*
10. Investigate the possibility of the addition of a commuter train station at Cottage City. Learn about the process and how much time is required, etc. *If appropriate, consider initiating a request for a traffic study through the state's [Neighborhood Traffic Issues Program](https://www.princegeorgescountymd.gov/departments-offices/public-works-transportation/report-public-works-problem/neighborhood-traffic-issues) <https://www.princegeorgescountymd.gov/departments-offices/public-works-transportation/report-public-works-problem/neighborhood-traffic-issues>.*
11. *Attracting artists to a blighted neighborhood is a common strategy.* Key actions that have enabled other communities to succeed in attracting artists are offering affordable space, creative freedom, and low-barrier infrastructure.

Secure Affordable Live-Work Spaces

- Establish Artist Lofts: Convert vacant warehouses, old schools, or empty storefronts into low-rent live-work spaces.

- Offer Rent Subsidies: Partner with local landlords to offer deeply discounted rent for the first 12–24 months.
- Utilize Land Banks: Work with city land banks to acquire tax-delinquent properties and transfer them to artists cheaply.

Legalize and Streamline Permitting

- Create Arts Zoning Districts: Change local zoning laws to allow mixed-use commercial and residential properties by right.
- Simplify Event Permits: Eliminate bureaucratic hurdles for pop-up galleries, street festivals, and open-air markets.
- Legalize Public Murals: Create a streamlined "mural registry" that allows artists to paint designated walls without fines.

Provide Funding and Financial Incentives

- Launch Micro-Grants: Offer small, fast-tracked grants (\$500–\$2,500) for public art installations or community workshops.
- Designate Enterprise Zones: Form state-certified Arts and Entertainment Districts to offer artists state income tax waivers.
- Fund Property Renovations: Provide "sweat equity" programs where artists get property ownership in exchange for fixing blighted structures.

Build Community Infrastructure

- Open Tool Libraries: Create a shared maker space stocked with expensive equipment like kilns, woodshops, and 3D printers. *The proposed visitor center at the corner of Bladensburg Road and 38th Ave might also house an Open Tool Library.*
- Establish Anchor Spaces: Open one centralized, reliable community coffee shop, brewery, or community garden to serve as a social hub.
- Host regular events: Create recurring monthly events that bring outside buyers directly to the neighborhood.



Building at Bladensburg Rd and 38th Ave, proposed visitors center

CSX Railroad: The possibility of adding a commuter stop along the CSX line was previously mentioned in item 10. The CSX rail also runs through a neighborhood approximately 24 to 30 times per day, with the backyards of 28 homes bordering the railroad property. Concerns about the management practices of the railroad property have been raised. In addition, CSX Corporation is legally obligated to transport hazardous materials under federal law. The transport of hazardous or toxic materials through a residential area presents potential safety concerns, including the risk of derailments and a hazardous or toxic materials spill. These two situations are a good example of the potential benefits of forming a local coalition of residents around a shared interest.

The following advice for homeowners near a CSX rail line is the result of an AI query: For immediate safety and hazard mitigation, contact the CSX emergency dispatch line at 1-800-232-0144 or the 24/7 CSX Ethics Helpline at 1-800-737-1663. Reach out to your local municipality and county emergency management agencies to ensure that they have a localized hazardous materials contingency plan in place. Living with railroad property bordering your backyard introduces specific challenges. *Consider the following steps to proactively address these concerns:*

- *Establish a Neighborhood Coalition:* Coordinate with the 28 affected homeowners. A united neighborhood association holds significantly more leverage with local zoning boards, elected officials, and CSX representatives than individual residents.
- *Review Emergency Readiness:* CSX partners with first responders to supply the [CSX Community Emergency Responder Training and Education](#). Confirm with your local fire and police departments that they are actively utilizing these resources.
- *Track Hazardous Shipments:* Federal regulations mandate that railroads provide certain hazardous materials flow reports. You can review the [CSX Hazardous Materials Data](#) or contact them at HazMatSafety@CSX.com to understand the specific classes of cargo being moved through the College City corridor.
- *Advocate for Protective Infrastructure:* Engage your city or county representatives to petition for physical improvements, such as enhanced fencing along the railroad property, noise barriers, or vegetative buffers.
- *Learn about land management practices of CSX.*

FLORAL IMPACT: Floral areas in a community are designated spaces where flowers are strategically and intentionally planted, cultivated, and maintained to enhance the beauty and ecological health of the environment. These areas can be part of public parks, street medians, residential gardens, school grounds, roadways, or commercial zones. Examples include containers, hanging baskets, window boxes, raised planters, trellises, and in-ground plantings and can be found at Botanical Gardens, school gardens, public spaces, and business and residential front yards. Season-round displays can utilize annuals, perennials, bulbs, tropical plants, flowering topiaries, colorful foliage, and cultivated and native plants.	Not Applicable (N/A)	Not Started (N/S) 0	In Progress 1-2	In Place 3-5	Surpasses 6-8
1. Floral combinations are carefully selected for location and environmental conditions. The combinations create visual interest, provide dramatic effects, and appear coordinated.			1		
2. Floral displays are located throughout the community. Displays are well maintained and attractive. Examples include, but are not limited to, flowerbeds, raised beds, planters, hanging baskets, window boxes, carpet bedding, topiaries, and/or mosaics.		N/S			
3. In-ground flower displays are designed with mature plant heights, color, and texture in mind. Plants are healthy, robust, and floriferous.			1		
4. Containers and/or hanging baskets are part of a floral plan, in use, scaled to their surroundings, and have suitable plants. Flowers are robust, floriferous, and provide a dramatic effect.			1		
5. Regular maintenance, watering, fertilizing, pruning, deadheading, weeding, removal, and/or replacement of dead flowers is conducted on public properties.			1		
6. Demonstration/display gardens are available. Flowers are labeled. The garden is promoted to the public. Garden is available to residents and businesses for events.			1		
7. Appropriate floral maintenance procedures, including fertilization (chemical and/or non-chemical) for municipal, parks, and/or school properties are implemented. The procedures produce effective results. Educational information about fertilization is communicated. Examples of communication avenues include, but are not limited to, lectures, print, city website, city hall postings, libraries, and social media.		N/S			
8. Training programs for proper floral displays care and maintenance are offered to seasonal staff and/or volunteers. Training is conducted by Master Gardeners, County Extension, local garden centers, state agencies, and/or contractors.		N/S			

9. Efforts are in place to educate and raise public awareness of the importance of floral displays in the landscape. Educational information about the selection and care of flowers for beautification is available and communicated to the public.

1

10. Recognition programs are in place monthly, quarterly, and/or annually for attractive displays created by businesses and/or residents.

N/S

Totals:**Possible Points****Actual Points****Percent****Floral Impact**

80

6

7.50%

Floral Impact Recommendations:



Town Hall plantings are a great start to demonstrate how flowers can enhance a community. Your plant selections seemed appropriate and appeared to be thriving. It was obvious that they had just been installed but still have a positive impact. Everyone who visits the Town Hall notices that you care about making things better. The property is an inspiration to your community and hopefully will inspire your residents to do a similar planting at their abode. We did not notice any garden centers or nurseries in your community and commend you on finding a source for your plantings.

The Community Garden is well-established and the center of workshop activities and events as well as gardening. The brochure for the garden documents fifteen years of work. Honeybees at the Community Garden enhance the pollination of various food and flower crops both at the Garden and in the neighborhood as the bees search for nectar. Three hives produce a plethora of sweet ambrosia, and the beekeepers tend their bees by providing hives and supers to allow for the harvest of hundreds of

pounds of honey. Donations made for a jar of Cottage City honey supports the Community Garden. Proceeds of \$1800 have been used to purchase rain catchments, which fill the two large cisterns and add new raised beds for growing.

Consider working with an area nursery to pre-order plants for installation in early spring so that they can mature throughout the growing season. Another plant source could be Home Depot, Lowe's, or a similar business. Approach them nicely, and they may even donate them to your community. Tell them that you will advertise where the plants were obtained, and they may give you a price break or a donation. Consider involving your community garden people to act as coordinators for ordering floral plants. Go beyond in-ground plantings and try to expand the palette into hanging baskets and shrubbery that flower throughout the summer, such as roses. Keep track of what does well and then next year focus on that plant. Another way to get more floral impact is to have a plant exchange with your community members. Advertise this in your community newsletter.

Another suggestion is to designate a person to water the plants. This individual's responsibilities would be to water the plants, groom them, and fertilize as needed. Some sort of water wagon will be needed.

LANDSCAPED AREAS: Landscaped areas in a community include outdoor spaces intentionally designed and maintained to enhance natural beauty, functionality, and environmental health. These areas include elements like non-native and native trees, shrubs, ornamental grasses, vines, succulents, edibles, evergreens, topiaries, turf, groundcovers, and pollinator-friendly plants, and can include hardscape features such as benches, fountains, and decorative features. Landscaping can be found in parks, walking paths, residential neighborhoods, community gardens, roundabouts, streetscapes, commercial zones, schools, and public squares.	Not Applicable (N/A)	Not Started (N/S) 0	In Progress 1-2	In Place 3-5	Surpasses 6-8
1. Action plan developed and implemented for proper maintenance, pruning, removal, and/or replacement of dead and overgrown plants. Best practices are utilized.				4	
2. Plan developed each season for procurement, scheduling, planting, and/or maintenance of landscapes.		N/S			
3. Landscape ordinances and/or policies are in place. City landscape ordinance requires specifications for landscaping and maintenance for new and improved residential, commercial, and public development. Ordinances and/or policies are easily accessible.			1		
4. Landscaping is found throughout the community including public areas, parks, gateways, and/or key buildings. Landscape displays are selected for location, environmental conditions, and/or impact. Attractive designs are utilized and well maintained. Landscapes serve as focal areas in the community.			1		
5. Landscape displays enhance community entryways. The use of trees, shrubs, signage, hardscapes, and/or lighting creates a welcome display. The displays are attractive, well maintained, and create visual impact.		N/S			
6. Procedures in place to monitor and/or manage diseases and/or pests in the landscape. Pertinent information is available and/or communicated to the public.			1		
7. Lawn and turf areas display health and vigor. Procedures and practices, such as Integrated Pest Management (IPM) are used to manage lawn and turf areas, including fertilizing, mowing, edging, proper watering, and/or weeding.		N/S			
8. Qualified landscape personnel and/or experienced contractors are available to design, install, source, and/or maintain public landscape sites. Additional support can be provided by growers, garden centers, County Extension Agents, and/or city departments. These resources are utilized to create and implement attractive municipal landscape displays.			1		

9. Training programs for proper landscape display care and maintenance are available for volunteers, full-time, and/or seasonal staff. Examples of trainers include, but are not limited to, Master Gardeners, County Extension, local garden centers, state agencies, and contractors.			1		
10. Recognition programs are in place monthly, quarterly, and/or annually for attractive displays created by businesses and/or residents.		N/S			
Totals:	Possible Points	Actual Points	Percent		
Landscaped Areas	80	9	11.25%		

Landscaped Areas Recommendations:

Cottage City is a very small town with only .25 square miles of land, of which 5.5 acres are parks. One thousand three hundred and fifty residents tend small parcels, and the remaining land is overseen by a combination of Prince George's County and Cottage City administrations. It is considered one of the River Towns by its proximity to the Anacostia River and four similar nearby communities.



The number of landscaped areas is few, and municipal utilities, lands, and roadways account for most of the territory. Street trees are the most frequent source of landscaping, but as the available open areas for planting have been planted, the emphasis has turned to residential properties. This year, the town hall and police station, situated in a residential neighborhood was



beautified with the addition of new flag poles and flags plus many annuals all around the building. Looking like other homes in the community, Town Hall serves as an inspiration to the community. In addition, a gazebo with grill was built and is available to rent for \$25.00, with access to indoor facilities.

A community garden where edibles and flowers are planted is also landscaped with edible fruit trees and native tree species. Cisterns are used to collect rainwater from the roofs of sheds. Honeybees, mentioned previously, flourish there as well.



Consider updating your tree selections so “weedy” taxa are not planted. Contact your local County Extension Agents for suggestions. Create a picture book illustrating viable tree options and their growth habits so homeowners can better choose species to plant on their land.

Your newsletter could feature articles on why to plant native trees, how to build a rain garden, incorporate rain barrels into the landscape, how to plant a tree, and how to avoid contracting poison ivy.



The Town Hall is attractively landscaped. *You might add evergreens for winter interest. The new area to be planted as a native plant garden should have some hardscaping so it does not look weedy. Also consider adding interpretation so visitors learn what is being grown and why.*

Consider adding large, frost-free, plant containers, which would add another element to the landscape at Town Hall. These could be changed out depending upon the season and also serve as entrance markers for the facility. This could be done in-house or contracted out.

Consider identifying and designating a local yard as “garden of the month”. With the owner’s permission, post a temporary sign in the yard and include a picture in your newsletter, The Cottage.

URBAN FORESTRY: Strategic design, use, installation, and maintenance of trees and associated green spaces for environmental, aesthetic, shade, and community benefits, including but not limited to street trees, park trees, native and ornamental species, naturalized areas, woodlands, and tree canopies on public and private lands, with attention to proper selection, placement, and long-term care to ensure sustainability, resilience, and quality of life.	Not Applicable (N/A)	Not Started (N/S) 0	In Progress 1-2	In Place 3-5	Surpasses 6-8
1. The municipal plan addresses the role urban forest initiatives play in the green infrastructure of the community. Policy is enacted and enforced that includes performance requirements to meet the minimum crown canopy and/or succession planting.					7
2. Municipal ordinance enacted and enforced for tree planting and/or preservation. Ordinance addresses the handling and removal of damaged, dying, or dead trees. Ordinance includes public property, private property, and new construction projects. Communication of ordinances and policies are easily accessible.				3	
3. Tree board and/or department is available, active, and/or interact with the community. Examples include, but are not limited to, tree planting events, addressing safety concerns, education, and making recommendations to municipality.					7
4. Certified municipal personnel, trained arborist, urban forester, and/or Department of Natural Resources (DNR) entity actively manages the urban forest.					7
5. Trees are healthy and contribute to public health and wellness. Procedures are in place for the appropriate selection, diversity of tree species, proper spacing, planting depth, and/or monitoring and managing diseases and pests. Pertinent information is available and/or communicated to the public.					7
6. Policies are implemented for the protection of historic trees located on public and private properties. Tree programs exist that spotlight and honor historic trees. Trees are labeled and/or indexed. Historic trees are highlighted in a brochure, tree walk, and/or website.				3	
7. Programs in place to increase, support, promote, and/or protect trees. Examples include, but are not limited to, civic native tree nursery, repurposing fallen trees, managing destructive pests, and urban orchards.					6
8. Efforts are in place to educate and raise the public awareness of the importance of urban forestry. Examples include, but are not limited to, the use of print, videos, websites, apps, and social media.					7

9. Trees are identified in public sites such as arboretums, parks, and/or cemeteries. Examples include, but are not limited to, identification labels, descriptive signage, QR codes, kiosks, maps, apps, and brochures.		N/S			
10. Policies are implemented, and education is available for the safe participation by volunteers and staff in planting trees on public properties. Ongoing urban forest tree care training and educational information and/or seminars available for residents and/or businesses.				3	6
11. Effective communication of recommended trees is available to the public. Topics include "Right Tree in the Right Place," mulching, placement, spacing, and/or maintenance. Examples of communication include, but are not limited to, lectures, print, city website, library, City Hall, and social media.			2		
12. The municipality is a member of urban forestry organizations, participates in programs, and/or earns designations and awards. Examples include, but are not limited to, Tree City USA, Arbor Day Foundation, The Nature Conservancy, and regional or state agencies.					6
Totals:	Possible Points		Actual Points		Percent
Urban Forestry	96		64		66.66%

Urban Forestry Recommendations:

A stellar Urban Forestry program is in place and supported by the municipality and granting agencies. Historically, new tree plantings have predominantly been in road right-of-ways. Fewer available spots are now available for street tree plantings because the number of new tree sites has already been filled. As this happened, the residential properties needing attention are being addressed. Dangerous trees on private property are being removed, and strangling vines have been taken down so existing trees can flourish. The City has allocated \$25,000 for the Private Property Tree Maintenance Program as seen in the FY 2026-2027 city budget. Cottage City has posted information about its tree preservation efforts on its website. The Tree Canopy Committee's goal is to enhance and preserve green spaces and to increase the tree canopy for environmental resilience and improved quality of life. Native tree species are advocated.



Congratulations on being a Tree City USA recipient again and on celebrating tree plantings on Arbor Day. Your commitment to these programs and financial support of tree care is evidenced by your tree canopy and how well it looks.

Two resources that might be of use are: The most recent U.S. Department of Agriculture, Forest Service, 2025, Forest Inventory and Analysis snapshot of the Forests of Maryland: https://www.fs.usda.gov/nrs/pubs/ru/ru_fs376.pdf and diagnostic tools to identify specific symptoms for trees and shrubs: [University of Maryland Extension](#).

Newly planted trees need to be regularly watered to help establish them. A water truck needs to be made or purchased to help take care of all city plantings. Homeowners should be able to assume the responsibility of watering their own trees, given careful instructions depending on the planting site and size of the saplings. Your consultant, who is a certified arborist and the American Landscaping company, should give instructions.

Consider planting more native oaks as they are a keystone species that supports a surprising number and variety of fauna. See "The Nature of Oaks" by Douglas W. Tallamy.

Keeping a tree inventory up to date takes a commitment and should be budgeted annually so you do not get behind, especially if there have been any destructive storms or insect infestations. If you have an up-to-date inventory and great losses, you can apply for FEMA funds if available.

Provide ongoing education about how to mulch trees, especially the harm caused when mulch is too deep, e.g., volcano mulching, basic pruning techniques, etc.

ENVIRONMENTAL INITIATIVES: Environmental initiatives are purposeful actions, programs, or policies designed to protect, preserve, or restore the natural environment and to reduce human impact on the planet, promote sustainability, and ensure a healthier ecosystem for current and future generations. Environmental and sustainable leadership includes policies, plans, and programs for water, and resource conservation; pollution control; trash, recycling, and reuse; climate change issues; green Infrastructure; and alternative energy sources. Environmental initiatives can be led by governments, businesses, communities, or individuals.	Not Applicable (N/A)	Not Started (N/S) 0	In Progress 1-2	In Place 3-5	Surpasses 6-8
					6
					7
					7
				3	
				3	
				5	

7. Water conservation and water quality measures are widely promoted throughout the community and accessible. Residential and business practices include, but are not limited to, using rain barrels, rain gardens, and permeable surfaces; addressing water leaks in homes, businesses, and community spaces; choosing efficient appliances; and irrigating responsibly. Efforts also emphasize protecting water quality through stormwater management, reducing chemical runoff, proper disposal of household and yard waste, and maintaining healthy waterways.			1		
8. Management strategies are implemented for the effective reuse/repurpose of buildings, structures, and/or land. The municipality has a reuse plan in place.		N/S			
9. Recycling and trash containers are available, present themselves together, and are clearly labeled in public areas. Additional containers are available during special events. Collection is available for trash, recycling, composting, and food waste. Events and/or sites are offered for drop-off of hazardous, household, electronics, shredding, and/or difficult-to-recycle items.				3	
10. Reuse opportunities are offered and include clothing, books, household goods, resale shops, tool lending, durable medical equipment, and/or equipment repair initiatives available for donations and/or purchase.			1		
11. Energy-efficient vehicles/transportation for police, fire, public transit, and/or city employees is available. Options may include electric, fuel cell electric, plug-in electric hybrid, and/or compressed natural gas vehicles. Electric vehicle charging stations are located throughout the community and available to city, residential, and/or visitor vehicles. 240-volt home charging outlet installation incentive is available and promoted.				5	
12. Mulch from renewable and/or sustainable sources is appropriately used by the municipality. Mulch is available for residential use.				4	
13. Green building practices are implemented to minimize environmental impact while maximizing efficiency, health, and sustainability. These practices emphasize the use of environmentally responsible building materials—such as recycled, reclaimed, rapidly renewable, or locally sourced products—as well as non-toxic materials. Energy-efficient and renewable energy systems, including solar panels, wind turbines, geothermal heating and cooling, high-performance insulation and windows, and smart HVAC and energy management tools, are also encouraged. Certification systems such as LEED, WELL, or the Living Building Challenge are utilized to help track, validate, and achieve comprehensive sustainability goals.				3	
Totals:	Possible Points		Actual Points		Percent
Environmental Initiatives	104		48		46.15%

Environmental Initiatives Recommendations:

Cottage City residents and administration are working to tackle their Environmental Initiatives. They are trying hard to be a model for sustainable community action. Some key initiatives include Food waste reduction and composting, Rainwater conservation, Solar Energy Adoption, Green Infrastructure like community gardens and pollinator-friendly habitats, Community Engagement like Dumpster Days and Creek and River cleanups, Strategic Planning and Affordable Housing for Diverse Populations. Cumulatively, you are making great strides in these areas and are leaders to be emulated.

A high number of homeowners have added solar panels to their residences and subsequently have reduced their electricity costs and also the drain on the electrical grid. *Consider putting solar panels over the Town Hall parking lots, which will also protect vehicles from sun and snow while generating electricity. Use the funds you get from the panels you have on the Town Hall to help pay for the project.*

The Cottage City Green Team is very proactive and has made a favorable impact on the environment and community with various initiatives. For such a small community, you have had great results: they have helped reduce the use of insecticides for controlling mosquitos by introducing Bacillus dunks as an effective means of control. Members are reducing the number of weedy nonnative Ailanthus trees to help stem the spread of the Spotted Lantern Fly, which feeds on it and more than a hundred species of plants. See <https://cals.cornell.edu/integrated-pest-management/outreach-education/whats-bugging-you/spotted-lanternfly/spotted-lanternfly-biology-and-lifecycle> Also many members are very active in the Community Garden, which shares some of its excess produce.

The doggie bag idea of dispensing a clean-up bag as well as a doggie treat is a great idea.

A sign to promote the efforts of the Green Team and how to become a member should be posted at each Green Team worksite to recruit new members.

Create an Adopt-a-Rain-Garden Program

Rather than relying only on town maintenance, residents, civic groups, scouts, or businesses could "adopt" rain gardens and bioswales. Each garden would have a small sign recognizing its caretakers and explaining how it reduces pollution entering the Anacostia River.

Consider having a Community BioBlitz Weekend

Residents use apps like iNaturalist to identify every bird, butterfly, insect, tree, and flower found in Cottage City over one weekend. This creates a biodiversity inventory that can be repeated every year. Keep track of it on your city's website.

*If Cottage City wants to distinguish itself nationally, we recommend creating a **Living Laboratory for Climate Resilience**. The town or port towns could partner with nearby schools, universities, and nonprofits to pilot innovative approaches to stormwater management, urban forestry, biodiversity, community engagement, and environmental education. Cottage City's compact size makes it an ideal place to test ideas that could later be replicated across other municipalities. Given its existing Green Team, tree canopy work, community garden, and Sustainable Maryland certification, it already has the foundation for such a role.*

Station recycling and trash cans together. If one or the other is the only can available, recycling and trash will be thrown in the same container.

CELEBRATING HERITAGE: Celebrating heritage in a community includes recognition, designation, protection, commemoration, and celebration of historical, cultural, natural, agricultural, and industrial resources, including but not limited to, traditions, stories, landmarks, buildings, artifacts, events, and practices that reflect the community's identity. Efforts may include preservation, interpretation, education, and programming that foster pride, belonging, and awareness of diverse cultural roots while maintaining and enhancing the community's heritage.	Not Applicable (N/A)	Not Started (N/S) 0	In Progress 1-2	In Place 3-5	Surpasses 6-8
1. Historic Preservation, Historic Society, and/or Architectural Review Board are available, active, and/or interact with the community. Activities/responsibilities include, but are not limited to, review proposals for construction and rehabilitation, promote historic preservation incentives, submit recommendations to National Register, and designate local historic landmarks.				3	
2. Historic Preservation ordinances are enacted and enforced. Ordinances effectively provide commercial and/or residential designation, guidance, and/or protection. Ordinances, policies, and restoration resources are available, easily accessible, and communicated.				3	
3. Historic districts, neighborhoods, structures, landmarks, and/or objects are identified and/or labeled. Designations by such organizations as the Department of Archives and History and/or National Register are in place and/or in progress.		N/S			
4. Cemeteries and monuments are in place and well maintained. Historical plaques are used and well maintained. Examples of plaque locations include, but are not limited to, buildings, sites, residences, districts, historical events and people, and battle sites. Historical Records are available for public reference.				3	
5. Historical museums and/or interpretive displays are available and maintained. Events and educational opportunities are held for all age groups to utilize historic assets.				5	
6. Archives, artifacts, community records, and/or oral histories are collected, safely stored, preserved, and/or catalogued.				5	
7. Staff and/or volunteers are trained to maintain historical sites, archives, records, collections, artifacts, structures, and/or landscapes. Historic educators are trained to effectively communicate a community's history.		N/S			

8. Historic preservation incentives are available and promoted. Incentives may include, but are not limited to, tax credits, waived permit fees, eased setbacks, and/or rebates.		N/S			
9. Programs are in place for the purchase, installation, and/or long-term maintenance of memorial features. Examples include, but are not limited to, memorial benches, trees, brick pathways, and lamp posts.		N/S			
10. Natural and agricultural areas are identified and protected. Designation by such organizations as The Nature Conservancy, the National Park Service, Department of Natural Resources are in place and/or in progress.	N/A				
11. Programs and/or events are available to bring history to life. Examples include, but are not limited to, theater dramas, reenactments, and historic characters at public events.		N/S			
12. Community heritage and/or cultural diversity are supported and promoted to all ages. Educational resources are available such as websites, publications, tours, interpretive signage, mobile apps, and/or programs.				5	
13. Youth of all ages and abilities participate in historical programs. Examples include, but are not limited to, lectures, tours, events, reenactments, research, and reader's theater. Participants are recognized for their efforts and/or achievements.		N/S			
Totals:	Possible Points		Actual Points		Percent
Celebrating Heritage	96		24		25.00%

Celebrating Heritage Recommendations:

Knowing local history allows individuals to develop a deeper understanding of the community they live in and its people. By studying the events, traditions, and culture of a particular region, one can gain a richer appreciation for the place and its inhabitants and valuable insights into current issues and challenges. Knowing local history can foster a sense of belonging and identity, as individuals make connections based on their own roots and heritage. Additionally, local history can inform and inspire the preservation of cultural heritage sites, traditions, and decisions about development efforts.

Developed in the late nineteenth and early twentieth centuries as a streetcar suburb, Cottage City retains the compact, walkable layout typical of that era. Its collection of modest cottages and bungalows creates a cohesive historic character that reflects its name and a sensibility of practicality rather than grandeur. Since its incorporation in 1924, the town has maintained local governance, enabling residents to shape municipal services, land use, and community improvements.

The following are some actionable ways to brand Cottage City using the streetcar suburb concept.

Visual Identity & Public Imagery: Create or update the town's visual branding to include stylized silhouettes of cottages and an early 20th-century electric streetcar. This roots the town's imagery in its founding era. For a heritage corridor like Cottage City's, this style could become a unifying theme. Similar black-and-white silhouettes could depict: a newspaper boy, bicyclist, mother pushing a pram, children playing hoop or marbles, a trolley as it passes by, a firefighter in period uniform, shopkeepers or townspeople conversing, etc. The same silhouette style used throughout the district would create a cohesive historical walking experience and reinforce the community's early-20th-century identity. *Create a Cottage and Trolley-Inspired Logo and Seal*



Activate Bladensburg Road with Public Art Murals: As an inexpensive, short-term improvement to the facades, commission a local artist to paint stylized silhouettes on the sides of buildings along Bladensburg Road. A mural can depict residents boarding the Washington, Spa Spring or Greta Railroad trolleys with the town's iconic uniform cottages in the background. The images add a feeling of nostalgia and safety. Painted silhouettes can effectively mitigate blight. By utilizing a concept known as "creative placemaking," painted figures on empty storefronts or blank walls visually simulate pedestrian activity, add visual interest, and help create a renewed sense of place in struggling districts.



On the future site of a community outreach center, the former Cottage City & Colmar Manor firehouse, consider featuring its history with silhouettes of early fire trucks on the front and side of the building.



Wayfinding Signs: Consider the installation of vintage-style, cast-iron street signs and neighborhood entry markers along Bladensburg Road and 38th Avenue. Design them to mimic historic trolley stop indicators. Make your signs part of your community's identity.

Historic plaques: The oldest tree and oldest house in town are plaqued. Add plaques to the oldest firehouse, an example of the oldest Sears house, history of the railroad, and streetcar route(s), etc.

Market the "Cottage" Architecture:

- *Host "Original Cottage" Home Tours or create a self-guided walking tour:* Promote the town's unique, historic 1910s-1920s four-room cottages built by Charles Lightbrown or Sears catalog homes (or "Modern Homes"), pre-cut kit houses sold via mail order by Sears, Roebuck and Co. between 1908 and 1942. Launch an annual architectural walking tour highlighting how these streetcar-accessible homes offered affordable homeownership to returning WWI veterans.
- *Historic District Designation:* Lean into the branding strategies used by neighboring Mount Rainier (Prince Georges, MD), Irvington (Portland, MD), and Shaker Heights (Cleveland, OH). Work toward a federal historic streetcar suburb designation to foster community pride and attract buyers interested in historic preservation.



Promote modern Eco-Friendly & Walkable Positioning of Cottage City:

- *"First-Generation Transit-Oriented Development" (TOD):* Market Cottage City to urban professionals as a sustainable, walkable haven. Use slogans like *"Cottage City: Green Living Since the Streetcar Era"* to connect its historical, dense layout with modern environmentalism.
- *Pedestrian/ Bicycle Trail Integration:* Position the town as a highly connected hub. Highlight how the original streetcar-era grid pattern seamlessly links neighborhoods to the nearby Anacostia River Trail system and modern bus lines along the Route 1 corridor.

Community Events & Merchandising:

- *Trolley-Themed "Cottage City Day":* Theme the annual [Cottage City Day festival](#) around the town's transit origins. Rent a trackless, wheeled tourist trolley to transport residents around town for the day, stopping at historic points of interest. Encourage residents to wear turn-of-the-century apparel or vintage clothing.
- *Vintage Community Merchandise:* A community foundation could fundraise by selling retro-style posters, canvas tote bags, and t-shirts featuring classic trolley route typography at the Town Hall. Use catchy marketing phrases like *"Cottage City: Just a Streetcar Ride Away."*



OVERALL IMPRESSION: The overall impression of a community refers to the design, maintenance, and condition of physical, social, and cultural elements that collectively shape the perception of a community's character and identity. These include, but are not limited to, amenities, infrastructure, signage, public spaces, streetscapes, and visible upkeep of public and private properties. Ordinances, regulations, and enforcement addressing signage, nuisances, and property maintenance contribute to reducing visual clutter, enhancing aesthetics, and fostering a welcoming atmosphere that reflects community values.	Not Applicable (N/A)	Not Started (N/S) 0	In Progress 1-2	In Place 3-5	Surpasses 6-8
				3	
	1. Ordinances are enacted and enforced to address issues such as overgrown lots, abandoned vehicles, unscreened dumpsters, public nuisances, unregulated garage sales, building facades, and/or empty storefronts windows. Ordinances are routinely reviewed and updated as needed.				
	2. Code enforcement/compliance officer is available. Violations are detected, investigated, and/or resolved. Code enforcement includes, but is not limited to, public health, safety, consumer protection, building standards, and land use.			5	
	3. Communication of ordinances is easily accessible. Examples of communication include, but are not limited to, lectures, print, city website, library, City Hall, social media, and calendar of events.			5	
	4. First impressions are positive in residential, business, and/or municipal areas. Properties, buildings, structures, grounds, decks, patios, and yards are neat and in order. Examples include, but are not limited to, lack of vandalism, graffiti, broken windows, peeling or faded paint, and rust. Programs exist and are effective to minimize graffiti, litter, and nuisance areas.				6
	5. Community infrastructure is in good condition. Examples include, but are not limited to, roadways, road shoulders, curbs, corner pads, medians, sidewalks, railroad crossings, sewers, transformers, and/or utility poles.				6
	6. Community amenities are in good condition. Examples include, but are not limited to, signs, site furnishings, public restrooms, water features, lamp posts, benches, bicycle racks, drinking fountains, trash and recycling receptacles, safe parking, proper lighting, crosswalks/pavement markings, containers, planters, and/or cigarette receptacles.			4	
7. Community is accessible to people of all abilities. Examples include, but are not limited to, public buildings, parking, sidewalks, public transportation, playgrounds, parks, sports fields, and trails.					6

8. Wayfinding signage is visible, attractive, and in appropriate locations throughout the community. Signage adequately lists directional information and/or areas of interest.		N/S			
9. Public art is located throughout the community. Features such as banners, murals, and/or statues are used, attractive, and effective.				3	
10. Year-round seasonal decorations are used in key areas. The decorations are well maintained and attractive. Examples include, but are not limited to, lighting, ornamental displays, wreaths, planters, luminaries, and displays in government buildings, residential homes, and storefronts.			1		
11. Pet waste policies are posted and/or enforced. Pet clean-up stations are available throughout the community. Stations are monitored and stocked.				5	
12. Public restrooms are available, ADA compliant, and cleaned routinely.				5	
Totals:	Possible Points		Actual Points		Percent
Overall Impression	96		49		51.04%

Overall Impression Recommendations:

For first-time visitors, the way a community presents itself is of great importance. The look and feel of the community experienced by a visitor will most likely influence how long they stay, if they will return, and whether or not they will speak about the community positively or negatively.

Consider short-term and long-term goals and projects.

Add more creative crosswalk art. They enhance streetscapes, boost community pride, and improve safety by encouraging both pedestrians and motorists to be more aware of their surroundings. Young people can be involved in crosswalk art projects.

Straighten street signs periodically. It creates a sense of care.

Establish and/or review your design guidelines, branding, historic preservation code and downtown ordinances, etc. to confirm they are current and represent the look you want to present and preserve.

Above all, review the proposed zoning changes and long-term plans for Bladensburg Road by The Maryland-National Capital Park and Planning Commission.

COMMUNITY INVOLVEMENT: Community involvement refers to the active participation of individuals, organizations, and groups in efforts that support and enhance the well-being of the community. Contributions include, but are not limited to, volunteering, mentoring, fundraising, resource sharing, organizing events, serving on boards or committees, and supporting cultural, educational, social, and service initiatives. Engagement fosters shared responsibility, strengthens the social fabric, builds trust, and enhances quality of life while inspiring new and continued involvement.	Not Applicable (N/A)	Not Started (N/S) 0	In Progress 1-2	In Place 3-5	Surpasses 6-8
		N/S			
				5	
		N/S			
				4	
				3	
		N/S			

7. Youth organizations such as Scouts, Green Teams, schools, and 4H encourage community involvement. Participants are recognized for their efforts and/or achievements. Efforts are communicated to the public through social media, newsletters, city website, and other methods. Youth-focused programs are in place for multiple ages and/or abilities. Examples include, but are not limited to, sports, gardening, clubs, and lectures.		N/S			
8. Volunteer engagement in parades, festivals, and community events as measured by but not limited to event volunteers, the frequency and variety of events, a dedicated volunteer coordinator, and number of volunteer hours.			2		
9. Volunteers participate in community improvement initiatives. Examples include, but are not limited to, Habitat for Humanity, home repair programs, disaster relief, and clean-up days.			2		
10. Residential best practices regarding water conservation measures are used throughout the community. Examples include, but are not limited to, water-saving shower heads, full loads for dishwashers and washing machines, sink and toilet leaks fixed, lawn irrigation, drought-resistant plants, and use of gray water.		N/S			
11. Compassionate Community Response: The community demonstrates organized efforts to provide compassionate care during crises such as floods or hurricanes, wildfires, homelessness, and tragic deaths of community members. Support may include short- and long-term assistance (e.g., meals, housing, support groups, vigils, warming centers, garden therapy), volunteer service, fundraising, and coordinated relief efforts.			1		
12. Training programs for volunteer excellence are in place to teach best practices assuring every volunteer is equipped with the knowledge, skills, and confidence to succeed for all volunteer positions. Training should include standardized best practices, role-specific instruction, hands-on learning, mentorship, safety, communication, and teamwork.			1		
13. The community has a disaster preparedness plan in place and routinely reviews and updates it to ensure effectiveness, incorporates lessons learned from past events, and conducts regular training exercises to maintain readiness among residents and emergency personnel.		N/S			
Totals:	Possible Points		Actual Points		Percent
Community Involvement	104		18		17.30%

Community Involvement Recommendations:

Cottage City is a small town, so most religious, nonprofit, and volunteer opportunities are not based within its boundaries but are shared across the surrounding “Port Towns” area of Prince George’s County. Residents typically participate in programs that operate regionally but serve Cottage City directly through food support, housing assistance, youth services, and mutual aid networks.

Locally, one of the most visible community efforts is the Cottage City Community Garden, which brings residents together around gardening, food access, and environmental stewardship. The town also supports informal mutual aid such as the Snow Angels volunteer program, where residents help neighbors—particularly older adults—clear snow and manage basic winter needs. These smaller-scale efforts reflect the town’s strong tradition of neighbor-to-neighbor support.

A broader network of nonprofit organizations in Prince George’s County provides much of the structured social service and volunteer infrastructure. Key organizations include United Communities Against Poverty (UCAP), which offers emergency housing and food assistance; CASA of Prince George’s County, which trains volunteers to advocate for children in foster care; and Mission of Love Charities, which provides food, clothing, and holiday support. Volunteer emergency services through the county fire and EMS system also offer opportunities for residents to engage in public safety and emergency response roles.

Cottage City has two churches. Religious institutions in and around Cottage City also play an important service role, often operating food pantries, clothing drives, youth programs, and seasonal outreach efforts. While each congregation is small, together they form an important part of the community safety net. In combination, these nonprofits, faith-based groups, and volunteer networks create a layered support system that connects Cottage City to the wider region’s resources while preserving its close-knit, local character.

Youth opportunities in and around Cottage City are primarily delivered through regional and school-linked programs rather than town-based organizations. Families often participate in scouting programs such as Scouts BSA, Cub Scouts, and Girl Scouts, which are active throughout Prince George’s County and provide outdoor education, leadership training, service projects, and community engagement. In addition, 4-H programs through the University of Maryland Extension offer youth hands-on learning in agriculture, environmental science, cooking, robotics, and civic leadership, with clubs and countywide events accessible to Cottage City residents.

Beyond these, Prince George’s County Public Schools and nearby recreation centers provide after-school enrichment, summer camps, mentoring programs, and sports leagues. Local libraries and county parks also host regular youth programming, including STEM activities, reading clubs, and environmental education. Together, these opportunities give Cottage City youth access to a broad mix of service, skill-building, and leadership experiences, even though many programs are organized at the county or regional level rather than within the town itself.

Prior to nationwide publicity around the actions of ICE, involving the Hispanic population in volunteer activities was identified as a challenge. Now it may be even more of a challenge. The town’s newsletter is published in English and Spanish.

Review the above items and identify how Cottage City encourages residents to volunteer, as well as work and play together.

Strategies to support the participation of Hispanics include addressing heightened concerns for personal safety plus responsive strategies that emphasize family, shared trust, and relationship-building. Flexible scheduling, bilingual resources, and communal, welcoming environments, rather than relying on traditional, individualistic volunteer models, have helped other organizations to overcome lower participation rates.

Include in the Community Profile information about boards, committees, programs, events, and actions related to the items listed above. Include how the local police and fire departments interact with the community.

EVALUATION TOUR PREPARATION AND ACTIONS: Community's readiness prior to and the action during the Evaluation Tour include an informative Community Profile, preparedness prior to Advisors' arrival, and effective content during the Evaluation Tour. Succession plans are evident.	Not Applicable (N/A)	Unmet (U/M) 0	Met 1
1. Community contact was available for pre-visit meeting for introductions and discussion of preparations.			1
2. Community Profile was provided to Advisors at least two weeks prior to the first official tour date.			1
3. Community Profile includes contacts with emails and positions.			1
4. Community Profile from a returning community includes what is new and implemented from previous Advisors' recommendations (scored as Not Applicable for a new community).		U/M	
5. Community Profile includes a map with tour boundaries and a daily itinerary.		U/M	
6. Evaluation Tour provided a representative cross-section of the community.			1
7. Advisors met with elected/appointed municipal leaders and staff.			1
8. Advisors met with the business and non-profit community.			1
9. Advisors met with volunteers.			1
10. Advisors met with the media (print, radio, tv, social media) and/or have been given media contact information.		U/M	
11. Advisors were asked to give a presentation.			1
12. A tour wrap-up session was conducted with a community representative.			1
13. Enough time was allotted for Advisors to work on the Evaluation Report in a quiet place with adequate Wi-Fi.			1
14. Succession plans are evident, and next year's chair is present and participating in the tour.			1
15. CN grant project(s) are reviewed (scored as Not Applicable for a community not receiving a CN grant).	N/A		
Totals:	Possible Points	Actual Points	Percent
Evaluation Tour Preparation and Actions	14	11	78.57%

Evaluation Tour Preparation and Actions Recommendations:



Involve more government employees, business leaders, and residents in addressing aspects of the community tour. Bring together people with common interests, e.g., history buffs, historians, and people restoring antiques, living in an old house, etc. or environmentalists, birders, and gardeners. Consider different aspects of the tour (e.g., meeting places or meals) as opportunities to bring people together, provide opportunities to talk about what they contribute to the town, and to learn what others with a similar passion are doing. People are usually flattered to be invited and enjoy an opportunity to talk about their personal interests as related to the town. It builds pride, generates new ideas, and helps move projects forward.

The Community Profile This report accompanies the Cottage City Community Profile written in preparation for visits by America in Bloom advisors. The Cottage City Community Profile provides a clear description of two challenges facing the community: (1) a blighted business district (Bladensburg Road Corridor), and (2) impacts of the CSX rail line on residential communities. Like any train, the CSX has the potential for

derailment. In addition, its land adjacent to residential backyards appears to be unmanaged. An additional challenge, suggested during our visit to Cottage City, is (3) the lack of a railroad commuter stop.

Regarding the Community Profile, here are a few recommendations:

- *Include a description of shared services and projects with other Port towns;*
- *Add an appendix with the many acronyms and abbreviations associated with Cottage City;*
- *Take care to include new projects and any progress toward addressing previous recommendations;*
- *Add information about activities organized by the municipality, Police Department, Fire Department, and other organizations. Think about what happens in Cottage City and add it to the Community Profile, perhaps as a list of events by month;*
- *Provide the community profile to the advisors two weeks in advance of their visit.*

The more information outlined in the Community Profile the more valuable it is to the advisors and to others now and in the future.

In closing, we want to thank you for participating in America in Bloom for the second year in a row. We know that this commitment demands more of a small community than of a large one simply because fewer people are available to do the work. Thank you for taking it on! Each time it will get easier. You'll add to and update an existing Community Profile, know how to plan the itinerary, and know what the evaluation process entails, etc. Each time you become more connected to the America in Bloom community. Cottage City has already set an example for other communities in small and big ways with Snow Angels and with the detailed attention to your tree canopy. We anticipate hearing new ideas from you, seeing photographs of your continued progress, and celebrating your accomplishments.

May the coming months for Cottage City blossom with possibility,

Carrie and Bruce, Your 2026 America in Bloom Advisors.

DISCLAIMERS:

1. Communities are responsible for addressing the metrics in the Community Profile, Evaluation Tour Itinerary, and during the Evaluation Tour. Please note that the metric calculations contained herein are final, and each community is encouraged to focus on any changes during the following year's entry in the America in Bloom Program.
2. All information is given to the best of America in Bloom's knowledge and is believed to be accurate. Your conditions of use and application of recommendations and/or suggested products are beyond our control. There is no warranty expressed or implied regarding the accuracy of any given data or statements. America in Bloom specifically disclaims any responsibility or liability relating to the use of the recommendations and/or suggested products and shall under no circumstances whatsoever, be liable for any special, incidental, or consequential damages which may arise from such use.
3. Reference herein to any specific commercial products, processes, or service by trade named trademark manufacturer or otherwise does not necessarily constitute or imply its endorsement, recommendation or favoring by America in Bloom. The views and opinions of authors expressed herein shall not be used for advertising or product endorsement purposes.

2026 Community Recognitions

Recognized Criterion: Urban Forestry

Cottage City, Maryland's volunteer Green Team has played a leading role in expanding and managing the community's urban forest. Through years of strategic tree planting, the city is approaching nearly 100% tree canopy cover. Although Cottage City encompasses just 0.25 square miles and is home to approximately 1,350 residents, it has made an extraordinary commitment to its urban forest.

Professional consultants conducted a comprehensive inventory of the city's street trees, evaluating the health and condition of each specimen while identifying trees requiring replacement. The inventory also mapped all available planting locations for new trees. To date, the Green Team planted 210 trees on public property and within street rights-of-way, filling every available public planting site.

The Green Team has also supported private property owners by removing hazardous trees and invasive vines that can weaken or kill mature trees. Much of this work has been made possible through grants from *Sustainable Maryland*. Demonstrating its continued commitment, Cottage City has allocated \$25,000 in its 2026–2027 budget

for additional tree planting and to assist homeowners with the care, replacement, and long-term stewardship of trees on private property.

The benefits of this investment extend far beyond attractive, tree-lined streets. An extensive urban canopy captures and stores carbon, improves air quality, reduces stormwater runoff, moderates summer temperatures, and provides valuable wildlife habitat. Research has also shown that communities with abundant trees experience improved public health, including lower rates of asthma, cardiovascular disease, and depression. Tree-lined neighborhoods foster community pride, encourage social interaction, increase property values, and strengthen the city's tax base.

Cottage City's dedication to building and sustaining a thriving urban forest is an outstanding example of environmental stewardship, community engagement, and long-term planning—a true win-win for the community. Congratulations, Cottage City!

Noteworthy Project or Initiative: Snow Angels, Cottage City, MD

Cottage City exemplifies the spirit of neighbors helping neighbors through **Snow Angels**, a volunteer initiative launched this past winter to assist older adults and residents who need help managing winter weather. Coordinated by the town, the program matched 20 senior residents with six dedicated volunteers who provided snow shoveling and other basic winter assistance. Though modest in size, Snow Angels have a meaningful impact, strengthening community connections while helping residents remain safe and independent in their homes. The program reflects Cottage City's longstanding culture of compassion, volunteerism, and mutual support, demonstrating that even small acts of service can make a lasting difference in the quality of community life.

America in Bloom
PO Box 44005 • Columbus, OH 43204 • 614-453-0744
www.AmericaInBloom.org • aib@AmericaInBloom.org

Registration Tiers

Member & Partner Member

\$450 Early Bird: September 8 - September 30

\$500 Regular: October 1 - October 31

\$600 Late Rate: October 31 - November 6

\$300 Guest Rate (Includes all lunches and receptions*. Does not include access to workshops)

**The Charm City Social reception is not included in the Guest Package. Guests must purchase a separate ticket to attend the ticketed reception.*

Nonmunicipal Registrants

\$600 September 8 - October 30

\$720 Late Rate: October 31 - November 6

\$450 MD State Government Rate**

Enter your email to log in & begin registration

An account will be created using the email entered

***To be eligible for this rate, you must register using a maryland.gov email address.*

Municipal/Partner Member Registrants

- **Municipal Key contact or Partner Organization Contact:**

Use the "[Register Linked Profile](#)" function to register other members for events

- **Not a key contact?**

Log in using your member credentials. Use the "[Register Yourself](#)" function

- **All other municipal registrants:**

Log in using your member credentials. Use the "Register Yourself" function

If you are unsure of your member login credentials, please reach out to MML at (410) 295-9100 and select 2 for Membership



Reservation Summary

Check-in	Wed, Dec 2, 2026
Checkout	Fri, Dec 4, 2026
Rooms	1
Guests per room	1
BALTIMORE MARRIOTT WATERFRONT	
STANDARD ROOM 1 adult, 2 nights Change rooms	USD 300.00
Subtotal	USD 300.00
ADDITIONAL TAXES	
Hotel Room Tax (17.5% per night)	USD 52.50
Grand Total	USD 352.50

[Edit reservation](#)

[Next](#)