



Special Town Meeting Agenda

Tuesday, July 14, 2026 at 6:30 PM

3820 40th Avenue Cottage City, Maryland 20722

This meeting will be hosted on Zoom:

<https://us02web.zoom.us/j/89944009168?pwd=rjx3W88Eu8K62bskeb5wckhbGaHyA7.1>

Phone: 301-715-8592 | Meeting ID: 899 4400 9168 | Passcode: 126218

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 Town Meeting. 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. Resolution 2026-19: A Resolution of the Cottage City Commission accepting a State Fiscal Year 2027 Edward J. Byrne Memorial Justice Assistance Grant (BJAG) award from the governor's office of crime prevention and policy (GOCPP) in the amount of \$16,750.00 for project control number 2026-BJ-0030; authorizing the purchase of two (2) Motorola APX next portable radios and associated accessories; authorizing the execution of all necessary grant documents; authorizing budget amendments, appropriations, and expenditures; authorizing de minimis supplemental funding from the police department budget if necessary; and authorizing procurement through an existing competitively awarded cooperative purchasing contract utilized by the State of Maryland and Prince George's County.

Updates

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.

**TOWN OF COTTAGE CITY, MARYLAND
RESOLUTION NO. 2026-19**

A RESOLUTION OF THE COTTAGE CITY COMMISSION ACCEPTING A STATE FISCAL YEAR 2027 EDWARD J. BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT (BJAG) AWARD FROM THE GOVERNOR'S OFFICE OF CRIME PREVENTION AND POLICY (GOCPP) IN THE AMOUNT OF \$16,750.00 FOR PROJECT CONTROL NUMBER 2026-BJ-0030; AUTHORIZING THE PURCHASE OF TWO (2) MOTOROLA APX NEXT PORTABLE RADIOS AND ASSOCIATED ACCESSORIES; AUTHORIZING THE EXECUTION OF ALL NECESSARY GRANT DOCUMENTS; AUTHORIZING BUDGET AMENDMENTS, APPROPRIATIONS, AND EXPENDITURES; AUTHORIZING DE MINIMIS SUPPLEMENTAL FUNDING FROM THE POLICE DEPARTMENT BUDGET IF NECESSARY; AND AUTHORIZING PROCUREMENT THROUGH AN EXISTING COMPETITIVELY AWARDED COOPERATIVE PURCHASING CONTRACT UTILIZED BY THE STATE OF MARYLAND AND PRINCE GEORGE'S COUNTY.

WHEREAS, the Commissioners of the Town of Cottage City recognize the importance of providing the Police Department with reliable, secure, and interoperable communications equipment necessary to protect the lives, safety, and property of the residents, businesses, visitors, and law enforcement officers of the Town; and

WHEREAS, the Governor's Office of Crime Prevention and Policy (GOCPP) administers the State Fiscal Year 2027 Edward J. Byrne Memorial Justice Assistance Grant (BJAG) Program to provide funding for equipment and technology that enhances public safety and law enforcement operations; and

WHEREAS, the Town of Cottage City Police Department submitted grant application 2026-BJ-0030 ("CPD White Paper BJAG Radios") on or about July 12, 2026, and has been awarded, or anticipates award of, a State Fiscal Year 2027 Edward J. Byrne Memorial Justice Assistance Grant in the amount of sixteen thousand seven hundred fifty dollars (\$16,750.00) for the purchase of two (2) Motorola APX next portable radios, together with associated programming, encryption, batteries, chargers, speaker microphones, installation, and operational accessories as described in the grant application; and

WHEREAS, the Commissioners find that acceptance of this grant will significantly improve officer safety, emergency communications, operational effectiveness, incident command, interoperability with neighboring public safety agencies (including the Maryland First System), and the Town's ability to respond to emergencies and mutual aid incidents; and

WHEREAS, the Commissioners further find that all grant funds should be appropriated and expended in accordance with the approved grant budget, applicable federal and state laws, and all conditions established by the Governor's Office of Crime Prevention and Policy; and

WHEREAS, the Commissioners further find that all grant funds should be appropriated and expended in accordance with the approved grant budget and the project narrative contained in

Application 2026-BJ-0030, applicable federal, state and Town laws, and all conditions established by the Governor's Office of Crime Prevention and Policy; and

WHEREAS, the Commissioners recognize that nominal additional local funding may be necessary to satisfy incidental costs associated with fully implementing the grant project, including taxes, shipping, programming, configuration, accessories, or other related implementation costs not otherwise covered by the grant award; and

WHEREAS, the Commissioners determine that the purchase of the Motorola APX NEXT portable radios and associated equipment may lawfully be accomplished through an existing competitively awarded cooperative purchasing contract utilized by the State of Maryland and Prince George's County, thereby satisfying all competitive procurement requirements and eliminating the need for additional bids, requests for proposals, requests for quotations, or other competitive solicitation by the Town.

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the Town of Cottage City, Maryland, that:

Section 1. Grant Acceptance.

The Cottage City Commission hereby accepts the Governor's Office of Crime Prevention and Policy state Fiscal Year 2027 Edward J. Byrne Memorial Justice Assistance Grant (Control No. 2026-BJ-0030) in the amount of \$16,750.00 for the purposes set forth in the Town's grant application.

Section 2. Execution of Grant Documents.

The Mayor, Chief of Police, Treasurer, Town Administrator (if applicable), and/or their authorized designee are hereby authorized to execute any grant agreements, certifications, assurances, reimbursement requests, reports, procurement documents, amendments, and any other documents necessary to administer and implement the grant.

Section 3. Budget Amendments and Appropriations.

The Commission hereby authorizes all necessary budget amendments, appropriations, accounting entries, revenue recognition, and expenditure authority necessary to properly receive, account for, and expend the grant funds in accordance with the approved grant budget and project narrative in Application 2026-BJ-0030 and applicable financial management requirements.

Section 4. Authorization of Grant Expenditures.

The Chief of Police, Town Manager, Treasurer, and other authorized town officials are authorized to expend grant funds solely for the purchase and deployment of two (2) Motorola APX next portable radios and associated equipment as described in the grant application.

Section 5. Authorization of De Minimis Supplemental Local Funding.

The Commissioners recognize that nominal supplemental funding may be required to complete the purchase and deployment of the approved communications equipment. Accordingly, the Commissioners authorize the use of available appropriated funds from the Police Department budget to provide de minimis supplemental funding, if necessary, to satisfy incidental costs associated with taxes, shipping, programming, encryption, configuration, accessories, installation, or other implementation costs directly related to the acquisition and deployment of the approved equipment. Any supplemental expenditure shall be limited to the minimum amount necessary to fully accomplish the intent of this Resolution and the approved grant project.

Section 6. Procurement Authority.

The Commissioners find that procurement of the two (2) Motorola APX NEXT portable radios and associated communications equipment through the existing competitively awarded cooperative purchasing contract utilized by the State of Maryland and Prince George's County constitutes a lawful cooperative procurement under the Town's procurement policies and applicable Maryland law. Accordingly, no separate invitation for bids, request for proposals, request for quotations, or other competitive procurement process shall be required for this purchase.

Section 7. Compliance with Grant Requirements.

The Town shall maintain all financial records, procurement documentation, inventory records, equipment control records, and grant documentation as required by the Governor's Office of Crime Prevention and Policy, the United States Department of Justice, and all other applicable federal and state requirements, consistent with the representations made in Application 2026-BJ-0030.

Section 8. Severability.

If any section, subsection, sentence, clause, or provision of this Resolution is declared invalid by a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Resolution.

Section 9. Effective Date.

This Resolution shall take effect immediately upon its adoption by the Commissioners of the Town of Cottage City.

ADOPTED this 14th day of July, 2026, by the Commissioners of the Town of Cottage City, Maryland.

ATTEST:

TOWN OF COTTAGE CITY, MARYLAND

John Hoatson, Town Manager

By: _____
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 14th day of July 2026, Resolution No. 2026-19, entitled “A Resolution accepting a State Fiscal Year 2027 Byrne Justice Assistance Grant for Police Radios (Control No. 2026-BJ-0030),” was duly adopted by the Cottage City Commission of the Town of Cottage City, Maryland, by a vote of ___ Aye, ___ Nay, and ___ Absent.

John Hoatson, Town Manager