



## Regular Town Hall Meeting Agenda

Wednesday, September 10, 2025 at 7:00 PM

3820 40th Avenue Cottage City, Maryland 20722

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**This meeting will be hosted Hybrid: In Person At Town Hall & Zoom Webinar**

<https://us02web.zoom.us/j/87364068784?pwd=eli32KwTRkmj3RgrabccobsDxsX4El.1>

Passcode:587507

### Call to Order and Roll Call

### Pledge To The Flag

### Consent Agenda

- [1.](#) Approval of Minutes: Work Session Minutes 7-1-25 & Regular Town Hall Meeting Minutes 7-9-25
- [2.](#) Approval of July & August Financials
3. Public Safety Report (Oral Report)
4. Public Works Report (Oral Report)

### Commissioner Reports

5. Ward 1
6. Ward 2
7. Ward 3
8. Ward 4
9. At-Large Report

### Presentations

10. Presentation By Mohim Uddin Regarding Proposed Convenient Store Located At 3800 Bladensburg Road
- [11.](#) Parks & Recreation, MNCPPC Introduction - Lourdes Sulc, Regional Manager-Region II
- [12.](#) Cottage City Business Inventory - Denise Hamler

### Old Business

- [13.](#) Resolution 2025 - 08: Cottage City Budget Adjustment FY 2026 (Commission Vote)
- [14.](#) Grant Manager Addendum With Alta CPA Group (Commission Vote)
15. New Port Towns CDC Appointments (Commission Vote)
- [16.](#) IT Quotes (Commission Vote)

## **New Business**

- [17.](#) Additional Donation Requests for Brentwood Volunteer Fire Department & End Time Harvest Ministries (Commission Discussion)
- [18.](#) 2025 Town of Cottage City Scholarship (Commission Discussion)

## **Updates**

- 19.** Town Manager Update

## **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).

## **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.



## Work Session Minutes

Tuesday, July 01, 2025 at 6:30 PM

3820 40th Avenue Cottage City, Maryland 20722

**This meeting will be hosted on Zoom:**

<https://us02web.zoom.us/j/81879198682?pwd=laTbjobtQrTambWGkYe9qLIYKTCqjv.1>

**Phone: 301-715-8592 | Meeting ID: 818 7919 8682 | Passcode: 856695**

**Call to Order at 6:32pm**

### Attendees:

1. Ward 1 – Commissioner Salsich
2. Ward 2 – Commissioner Henderson
3. Ward 3 – Commissioner Wheatley
4. Ward 4 – Commissioner Givens
5. At-Large – Commissioner Brooks
6. John Hoatson – Town Manager
7. Laura Guischarde – resident
8. David Jamison – ALTA CPA Group

### Review of Agenda

#### Business

**1. Resolution 2025-05: Mid-Year Budget Amendments (Commission Discussion)**

Mr. Hoatson reviewed the mid-year budget adjustment resolution to account for the garden's ARPA Funds that were not allocated properly. Todd Frankenfield, the Town Treasurer, provided the amounts of \$20,000 for the ARPA Resident Tree Program and \$59,000 for ARPA Grant Expense for a total of \$79,000.

Commissioner Wheatley inquired what the \$59,000 was specifically for, however there was no further information available for that line item. Mr. Hoatson will follow up with Mr. Frankenfield to determine the correct amounts and present an updated document to the commissioners for a vote at the July regular meeting.

**2. Tree Trimming & Removal (Commission Discussion)**

There is a large pine tree on town property between Town Hall and a resident's home on 40<sup>th</sup> Avenue. The tree is leaning and has limbs hanging over the home next door. Mr. Hoatson obtained a quote from American Landscaping for either pruning (\$873.00) or tree removal (\$1,795.00).

Ward 1: Commissioner Salsich agrees to cut it down.

Ward 2: Commissioner Henderson agrees to cut the tree down and replant something in its place.

Ward 3: Commissioner Wheatley is fine with cutting it down but would like to plant something in its place.

Ward 4: Commissioner Givens questions if it is leaning. He does not dispute that it hangs over the resident's home. He will look at it tomorrow.

At-Large: Commissioner Brooks prefers cutting the tree down because the cost is not that high and to prevent it from becoming a liability. He proposes using money from the CB Trust funds to pay for this work and re-planting something later as a Green Team project.

### **3. Cottage City Day (Commission Discussion)**

Mr. Hoatson presented an idea to host Cottage City Day as a block party on 40<sup>th</sup> Avenue in the area surrounding Town Hall, in an effort to bring community together with the center of Cottage City as the focal point.

Ward 1: Commissioner Salsich thinks it could be a fun idea and supports it.

Ward 2: Commissioner Henderson states we have people coming from the outside to Cottage City Day and he wonders if there is enough room and a place for the children. He needs more time to think about it.

Ward 3: Commissioner Wheatley also needs more time to think about it. She questions if there is enough space, as it is one of our biggest events. She states it's a tradition to have it at the park. Ms. Wheatley stated that the vehicles would have to be moved from the parking lot and the grass is not that much space and is on a slope. We usually put our seniors in a tent; they like to have their space. She questions if the food trucks would go on the street. She stated we usually have a stage.

Ward 4: Commissioner Givens stated that's a horrible idea. He states the park does not have electrical and water, but with the aging population, it is smoking burning hot in front of the town hall. The park provides a breeze and shade cover. He anticipates a water slide in the park. He states that instead of inconveniencing Anne Rivera, who likes it, you are inconveniencing a street of people who need to be catered to. He states he wants Cottage City Day to grow. It is a major thing with the heat.

At-Large: Commissioner Brooks asked Mr. Hoatson to listen to the feedback and trusts him to plan a good Cottage City Day.

Mr. Hoatson proposed putting together a schematic to help the commissioners see the vision. He stated that air conditioning is available to seniors in the meeting room so they wouldn't be out in the hot heat, in addition to having indoor plumbing and not needing to rent port-a-potties.

### **4. MML Fall Conference (Commission Discussion)**

The conference is October 12-14 in western MD at Wisp Lodge. While Wisp Lodge is already sold out for the conference, the Town was able to put rooms on hold to ensure there is space for the commissioners who choose to attend. These rooms are not yet paid for, so we will need to confirm which commissioners plan to go. Commissioner discussion about who would like to attend:

Ward 1: Commissioner Salsich needs to think about it and is undecided. She enjoyed the summer conference.

Ward 2: Commissioner Henderson is very interested in attending.

Ward 3: Commissioner Wheatley would like to attend. She stated that the fall conference is really good and is the better conference; the attendance is smaller, the training is very good, and core and elective classes are offered for the Academy of Excellence participants. She stated that the fall conference is the first conference of the FY26 budget.

Ward 4: Commissioner Givens will not attend. He advised that the funds should be verified in the budget. Mr. Hoatson will confirm the budget with Mr. Frankenfield.

At-Large: Commissioner Brooks would like to attend since he wasn't able to make it to the summer conference.

Mr. Hoatson advised the commissioners that he will have the SFMS contract for the 43<sup>rd</sup> Avenue work ready for a vote next week. He also announced that there is a red, white, and blue ice cream social event tomorrow 6-8pm before the Bladensburg fireworks on the Cottage City side of the trail.

Commissioner Givens purchased ceiling fans and wants to see if the Town wants to purchase them from him for the gazebos. He sent a text to the commissioners.

## 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).

Commissioner Wheatley asked if there were public comments; there were none on the phone or in chat.

## Adjournment

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**Commissioner Brooks made a motion to adjourn the meeting at 7:04pm and was seconded by Commissioner Henderson. There was a unanimous vote by the Commissioners. Salsich -**

**Aye, Henderson - Aye, Wheatley - Aye, Givens – Aye, and Brooks - Aye. Motion passes, no nays or abstentions.**



## Regular Town Hall Meeting Minutes

Wednesday, July 09, 2025 at 7:00 PM

3820 40th Avenue Cottage City, Maryland 20722

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**This meeting will be hosted Hybrid: Town Hall & Zoom**

<https://us02web.zoom.us/j/88443290181?pwd=XSLVwrHmKilQIAWRg5qcMYiF4v4x4C.1>

**Phone: 301-715-8592 | Meeting ID: 884 4329 0181 | Passcode: 485512**

**Call to Order at 7:04pm**

### **Attendees:**

1. Ward 1 – Commissioner Salsich (via Zoom)
2. Ward 2 – Commissioner Henderson
3. Ward 3 – Commissioner Wheatley (via Zoom)
4. Ward 4 - Commissioner Givens (absent)
5. At-Large – Commissioner Brooks
6. John Hoatson – Town Manager
7. Todd Frankenfield – Treasurer Alta CPA Group (via Zoom)
8. Kevin Best – Town Attorney (via Zoom)

### **Consent Agenda**

#### **1. Approval of Minutes**

June 3, 2025 Work Session, June 11, 2025 Regular Town Meeting, and June 19, 2025 Special Called Meeting

Commissioner Wheatley already sent in her edits to the minutes. No edits from Commissioners Henderson, Brooks, or Salsich.

#### **2. Approval of June 2025 Financials**

No comments, questions, or concerns from Commissioners Henderson, Brooks, Salsich, or Wheatley.

**The motion to approve the June 3, 11, and 19, 2025 meeting minutes and June 2025 financial report was made by Commissioner Brooks and seconded by Commissioner Henderson. Salsich - Aye, Henderson - Aye, Wheatley - Aye, Givens – absent, and Brooks - Aye. Motion passes, no nays or abstentions.**

### 3. **Public Safety Report**

Mr. Hoatson stated that the Police Department took a total of 99 service calls in the month of June 2025. The Police Department participated in the benefits meeting on June 5, assisted with Brentwood Day on June 7, and supported the Bladensburg fireworks on July 2. Sergeant Hayes attended training at the MML Summer Conference in Ocean City.

No questions from Commissioners Brooks, Henderson, Salsich, or Wheatley.

### 4. **Public Works Report (Verbal)**

Mr. Hoatson stated that the new skilled Public Works Laborer, Jorge Montiel, has been doing an excellent job, including pruning around the Public Works building, watering the flowers on Bladensburg Road, and sprucing up the town. Mr. Hoatson is very happy to have him on board.

Commissioner Henderson has seen Mr. Montiel working diligently and compliments him for the good work he is doing. Commissioners Salsich and Wheatley agree and appreciate the awesome job.

## Commissioner Reports

5. Ward 1 Commissioner Salsich inquired if Roundup is used in town. Mr. Hoatson replied that the town does not use Roundup in any public areas, rather we use an organic weed killer.
6. Ward 2 Commissioner Henderson is wondering about the broken trash and recycling cans and the process for getting repair assistance. He confirmed with Mr. Hoatson that 311 could be called to request a new recycling bin, that Jeda Trucking would come out to assess the need and repair the bin. Mr. Hoatson is in contact with Bates when residents call in regarding their broken trash bin. Mr. Henderson requested to put a reminder in the newsletter regarding codes – refraining from amassing debris on porches and cars up on jacks, for example. Mr. Hoatson added open storage and grass cutting concerns; he will include a 'Code Dos and Don'ts' in the August newsletter.
7. Ward 3 Commissioner Wheatley asked if the vehicle permits have arrived and requested for the resident information to be included in the August newsletter since it was missed in July. Mr. Hoatson will add it to the August newsletter, post it to social media, and send it via constant contact.
8. Ward 4 Commissioner Givens is absent.
9. At-Large Report Commissioner Brooks yielded his time.

## Old Business

### 10. **Resolution 2025-05: Mid-Year Budget Amendments (Commission Vote)**

Mr. Hoatson read the resolution into the record.

Commissioner Wheatley asked what the \$1,106.97 Danton and Sons expense was for. Mr. Hoatson replied that this was a garden expense. Mr. Frankenfield stated that this expense is ARPA eligible since it was spent and paid for before December 31, 2024.

Mr. Frankenfield stated that the \$59,000 included Bates, Chalk Riot, A Cat's Life Rescue, and a police storage container, and does not include the garden. Mr. Frankenfield clarified that the \$20,000 on the budget resolution was for the Private Property Tree Maintenance Program, for a total budget resolution of \$79,000.

There was ongoing discussion due to confusion between Mr. Frankenfield and the town about garden spending, as Mr. Hoatson and Commissioner Wheatley recalled an earlier conversation where the garden had more funds to spend from FY25 because of a needed fix to the ARPA allocations. Ms. Wheatley stated that the garden is under the impression that they are spending FY25 now and have some fence repairs planned in addition to buying new beds and making some other purchases. Mr. Frankenfield stated that if they are spent in FY25 and present for reimbursement now, there are plenty of appropriations to absorb it, and that the remainder of what they talked about in the last meeting will be appropriated for them in FY26.

Mr. Hoatson will follow up with Mr. Frankenfield and the garden to sort this out. Commissioner Wheatley agrees that she wants the garden to understand what is going on.

No further questions about the budget amendment from Commissioners Salsich, Henderson, or Brooks.

**The motion to approve Resolution 2025-05 Mid-Year Budget Amendments for \$79,000 was made by Commissioner Brooks and seconded by Commissioner Henderson. Salsich - Aye, Henderson - Aye, Wheatley - Aye, Givens – absent, and Brooks - Aye. Motion passes, no nays or abstentions.**

#### **11. Tree Trimming or Removal (Commission Vote)**

Mr. Hoatson presented the American Landscaping estimate to prune or remove the leaning pine tree hanging over a resident's house next to Town Hall.

**The motion to remove the pine tree, paid for by the CB Trust Grant, and replace with one or two new trees in its place in the amount of \$1,795 was made by Commissioner Brooks and seconded by Commissioner Henderson. Salsich - Aye, Henderson - Aye, Wheatley - Aye, Givens – absent, and Brooks - Aye. Motion passes, no nays or abstentions.**

#### **12. MML Fall Conference (Commission Discussion)**

Mr. Hoatson would like to confirm which Commissioners will attend the MML Fall Conference in October at Wisp Resort so registrations and reservations can be finalized.

Commissioner Brooks would like to assess the total budget for the conferences so they could make an educated decision about how many commissioners could reasonably attend in the fall and preserve enough funds to pay for the summer conference. Mr. Frankenfield stated last year they spent \$2,000 in the fall and \$8,000 in the summer for \$10,000 total, with the total training budget line for the conferences at \$14,700.

Commissioner Wheatley concurred that they budget for all 5 Commissioners in the summer, even if they don't attend, and that the fall conference is shorter and therefore not as expensive as the summer conference.

The training expense for the Town Manager and Office Manager to attend the conferences falls under a separate budget line. Commissioner Wheatley encouraged Mr. Hoatson to see if Liz would like to attend.

The body reached consensus that Commissioners Brooks, Henderson, Salsich, and Wheatley would like to attend the fall conference. Commissioner Givens will not be attending.

### **New Business**

### **13. Approval of 43rd Avenue Stormwater Maintenance Contract from SFMS (Commission Vote)**

Mr. Hoatson presented the SFMS LLC contract to perform the 43<sup>rd</sup> Avenue stormwater maintenance work. Mr. Hoatson stated that while the State website indicates SFMS is not in good standing, the online information is outdated, and he secured a copy of the certificate of good standing from the Maryland Comptroller's office. Mr. Hoatson also gained the approval of SFMS from our engineering firm, CPJ, in addition to checking SFMS's references. The grand total of the contract is \$304,100.26. This project must be completed by September 30, 2025. The contract meets the Davis-Bacon wage requirements; SFMS is familiar with this requirement and has worked with Federal funds before.

Resident Cynthia Henderson asked what companies provided references and what their rating was. Mr. Hoatson said he would follow up with her to provide the information.

**The motion to approve the SFMS contract to perform the 43<sup>rd</sup> Avenue Cottage City Stormwater Maintenance project in the amount of \$304,100.26 was made by Commissioner Brooks and seconded by Commissioner Henderson. Salsich - Aye, Henderson - Aye, Wheatley - Aye, Givens – absent, and Brooks - Aye. Motion passes, no nays or abstentions.**

### **14. Acceptance of Resignation from Cottage City Employee (Commission Vote)**

Sergeant Hayes submitted her resignation with her last day of July 14, 2025.

Commissioner Brooks thanked Sergeant Hayes for her service to Cottage City.

**The motion to accept Sergeant Hayes' resignation was made by Commissioner Brooks and seconded by Commissioner Henderson. Salsich - Aye, Henderson - Aye, Wheatley - Aye, Givens – absent, and Brooks - Aye. Motion passes, no nays or abstentions.**

### **15. Temporary Employee Promotion (Commission Vote)**

Mr. Hoatson stated that due to Chief's impending retirement and the changes in the police department, he is inquiring if the commission would discuss and vote to elevate Corporal Thompson to serve as acting Sergeant. He proposed a temporary increase in salary to align with the increase in duties (from \$29.81/hour \$31.73/hour).

Commissioner Wheatley shared that the personnel manual states the temporary employee should be serving in the position for 120 days before the increase. She finds it to be excessive asking someone to fulfill a job for that long for free and proposed a 30 day wait. She does not advocate providing the salary increase immediately because previously Cottage City temporarily promoted an employee with a pay raise and the employee then proceeded to do nothing for an entire three months. Ms. Wheatley would like to give the employee 30 days to prove they warrant the increase.

Commissioner Brooks believes in paying people for the work they are doing and agrees that the 30 day mark is fair vs 120 days. Mr. Brooks suggests paying \$30.73/hour to split the difference.

Commissioner Salsich inquired if Corporal Thompson has previously served in an acting Sergeant role. Mr. Hoatson confirmed that Mr. Thompson had previously served for 30 days as temporary Sergeant. Commissioner Salsich stated that since he has already performed in the Sergeant role, that in this case she advocates an immediate salary increase to \$30.73/hour. Commissioner Brooks agrees with this sentiment to recognize time served.

Commissioner Henderson believes there should be 30 days for an employee to prove that they can step up and earn the additional salary. He prefers to leave room for improvement so you can increase pay when improvement is shown.

**The motion to promote Corporal Thompson to acting Sergeant, raising his pay to \$30.73/hour effective in 30 days, and recognizing his previous 30 day temporary service, was made by Commissioner Brooks and seconded by Commissioner Salsich. Salsich - Aye, Henderson - Aye, Wheatley - Aye, Givens – absent, and Brooks - Aye. Motion passes, no nays or abstentions.**

#### **16. August Recess (Commission Vote)**

Mr. Hoatson stated that usually the commission takes a recess in August, which allows the town staff to focus on getting things done for Cottage City Day.

Commissioner Brooks shared that a recess does not mean the commissioners are not working, they are still present and often have special meetings and attend Cottage City Day. The recess is more a break from the work session and regular monthly town meeting.

**The motion for the Cottage City Commission go into recess for the month of August was made by Commissioner Brooks and seconded by Commissioner Henderson. Salsich - Aye, Henderson - Aye, Wheatley - Aye, Givens – absent, and Brooks - Aye. Motion passes, no nays or abstentions.**

#### **17. National Night Out (Commission Discussion)**

Mr. Hoatson stated that National Night Out is on August 5 and given the recent changes within the Police Department, wanted to gather the commissioners' thoughts on whether Cottage City partners with Colmar Manor or if we defer to an event in October with the new Chief for Public Safety Month. National Night Out is an annual nationwide event which builds community partnerships and allows the public to meet their local law enforcement. Mr. Hoatson shared that Reverend Addison indicated there are teens who are willing to help support the event.

Commissioner Wheatley doesn't know if it's too late to partner with Colmar Manor and is not sure if doing National Night Out would be too taxing on our Police Department. Commissioner Salsich agrees and thinks it would be nice to do something in October with the new Chief.

Commissioner Henderson thinks it is a good idea to wait until October and provide the opportunity for the town to get to know the new Chief.

Commissioner Brooks attended for the first time last year and really enjoyed the outing. He would like to take the opportunity to work together with Colmar Manor if they are willing and if we are able to support from our side without overburdening our staff. He would like to try to see if it's possible.

Commissioner Wheatley requested Mr. Hoatson to see if our Police Department is up to the challenge, but we should not force anything given the skeleton crew and does not wish to overwhelm them. Mr. Hoatson will check with the Police Department and Colmar Manor and take things from there based on the responses he gets. If they are willing, Commissioner Wheatley supports it.

## **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).

Resident Yolanda Barnett posted in the chat “has anyone on the Board ever worked in a position to prove themselves? You should already be qualified for the recommendation for the recommended position”. Commissioner Wheatley replied that Corporal Thompson had previously served as acting Sergeant.

There were no other public comments.

### **Adjournment**

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**The motion to adjourn was made at 8:06pm by Commissioner Brooks and seconded by Commissioner Henderson. Salsich - Aye, Henderson - Aye, Wheatley - Aye, Givens – absent, and Brooks - Aye. Motion passes, no nays or abstentions.**

# Town of Cottage City

Item # 2.

## Balance Sheet As of July 31, 2025

|                                                  | TOTAL                 |                         |
|--------------------------------------------------|-----------------------|-------------------------|
|                                                  | AS OF JUL 31, 2025    | AS OF JUL 31, 2024 (PY) |
| <b>ASSETS</b>                                    |                       |                         |
| Current Assets                                   |                       |                         |
| Bank Accounts                                    |                       |                         |
| 1009 Truist Savings x1643                        | 303,176.10            | 648,884.76              |
| 1010 Savings - Capital One                       | 5,193.25              | 5,189.26                |
| 1014 US Bank x5954                               | 12,575.00             | 13,400.00               |
| 1015 Petty Cash Fund                             | 466.03                | 466.03                  |
| 1055 Savings - PNC                               | 743,419.36            | 717,099.84              |
| 1060 Truist MM x4603                             | 101,959.57            | 101,949.37              |
| 1061 Truist Operating Checking x1118             | 281,122.61            | 87,084.88               |
| 1062 Truist Public Fund Checking x6369           | 118.46                | 1,298.45                |
| 1063 Truist Public Fund Checking x0549 (deleted) | 0.00                  | 3,240.17                |
| 1065 Capital One CD                              | 98,967.97             | 98,967.97               |
| 1072 Bill.com Money Out Clearing                 | -283.61               | 4,714.31                |
| 1100 Truist - ARPA x0408 (deleted)               | 0.00                  | 157,473.91              |
| <b>Total Bank Accounts</b>                       | <b>\$1,546,714.74</b> | <b>\$1,839,768.95</b>   |
| Accounts Receivable                              | <b>\$87,609.35</b>    | <b>\$68,878.57</b>      |
| Other Current Assets                             | <b>\$69,699.33</b>    | <b>\$59,712.77</b>      |
| <b>Total Current Assets</b>                      | <b>\$1,704,023.42</b> | <b>\$1,968,360.29</b>   |
| <b>TOTAL ASSETS</b>                              | <b>\$1,704,023.42</b> | <b>\$1,968,360.29</b>   |
| <b>LIABILITIES AND EQUITY</b>                    | <b>\$1,704,023.42</b> | <b>\$1,968,360.29</b>   |

# Town of Cottage City

Item # 2.

## Budget vs. Actuals: Budget\_FY26\_P&L - FY26 P&L

July 2025

|                                          | TOTAL              |                       |
|------------------------------------------|--------------------|-----------------------|
|                                          | ACTUAL             | BUDGET                |
| <b>Income</b>                            |                    |                       |
| 4000 Operating Revenue                   |                    |                       |
| 4005 Real Estate Taxes - Residential     |                    | 466,257.00            |
| 4006 Real Estate Taxes - Commercial      |                    | 402,087.00            |
| 4015 Personal Property Taxes             | 4,061.34           | 40,000.00             |
| 4025 Income Tax                          | 0.00               | 105,000.00            |
| 4030 Highway User Tax                    | 0.00               | 54,311.00             |
| 4035 Fines & Forfeitures                 | 2,288.80           | 8,000.00              |
| 4040 Red Light Camera Fines              | 300.00             | 50,000.00             |
| 4041 Speed Camera Fines                  | 50,362.09          | 300,000.00            |
| 4055 Franchise Fees (Cable TV)           | 0.00               | 18,000.00             |
| 4065 Licenses - Town                     | 1,125.00           | 7,000.00              |
| 4085 Police Aid                          |                    | 26,550.00             |
| 4095 Interest Income                     | 6.68               | 25,000.00             |
| 4102 Town Hall Rental                    | -250.00            | 1,800.00              |
| 4107.1 Donations                         |                    | 3,000.00              |
| <b>Total 4000 Operating Revenue</b>      | <b>57,893.91</b>   | <b>1,507,005.00</b>   |
| 4106.5 Grant Revenue                     |                    |                       |
| 41040 Bond Bill                          |                    | 500,000.00            |
| 4109 Maryland Heritage Authority (MHAA)  |                    | 45,000.00             |
| 4110 Maryland Historical Trust (MHT)     |                    | 100,000.00            |
| 4114 First Responder Camp/Community      | 0.00               |                       |
| 4120 CDBG Grant - Infrastructure         |                    | 400,815.00            |
| 4130 Cable - PEG - Broadcast Equip.      |                    | 10,570.00             |
| 4141 MD DHCH - NED Grant                 |                    | 185,000.00            |
| 4144 Fed-Stormwater                      |                    | 670,000.00            |
| <b>Total 4106.5 Grant Revenue</b>        | <b>0.00</b>        | <b>1,911,385.00</b>   |
| 4201 Appropriated from Fund Balance      |                    | 1,582,200.00          |
| 4202 Appropriated from Fund Balance ARPA |                    | 128,345.00            |
| <b>Total Income</b>                      | <b>\$57,893.91</b> | <b>\$5,128,935.00</b> |
| <b>GROSS PROFIT</b>                      | <b>\$57,893.91</b> | <b>\$5,128,935.00</b> |
| <b>Expenses</b>                          |                    |                       |
| 5000 General Government                  |                    |                       |
| 5005 Salaries                            | 23,054.79          | 165,000.00            |
| 5006 Overtime                            |                    | 2,500.00              |
| 5010 Commissioner Salaries               | 0.00               | 35,000.00             |
| <b>Total 5005 Salaries</b>               | <b>23,054.79</b>   | <b>202,500.00</b>     |
| 5015 Payroll Taxes                       | 1,763.68           | 16,200.00             |
| 5020 Life Insurance                      |                    | 0.00                  |
| 5025 Health Insurance                    |                    | 14,000.00             |
| 5030 Retirement Benefits                 |                    | 7,000.00              |
| 5035 Workers Comp Ins.                   | 1,275.67           | 1,700.00              |

# Town of Cottage City

Item # 2.

## Budget vs. Actuals: Budget\_FY26\_P&L - FY26 P&L

July 2025

|                                                | TOTAL         |                  |
|------------------------------------------------|---------------|------------------|
|                                                | ACTUAL        | BUDGET           |
| 5040 Audit Fee                                 | 1,118.75      | 14,500.00        |
| 5045 Bus Service                               |               | 0.00             |
| 5065 Community Enhancement                     |               |                  |
| 5065.10 Newsletter                             | 823.04        | 1,000.00         |
| 5065.3 End Time Harvest Ministries             |               | 2,000.00         |
| 5065.4 Cottage City Scholarship                |               | 2,500.00         |
| 5065.5 Anacostia Watershed Donation            |               | 1,000.00         |
| 5065.6 Contribution to ATHA                    |               | 1,000.00         |
| 5065.7 Fire Dept. Donation                     |               | 1,000.00         |
| 5065.71 Green Team                             | 77.22         | 1,200.00         |
| 5065.73 Food Pantry                            |               | 5,000.00         |
| 5065.9 Summer Camp                             |               | 900.00           |
| <b>Total 5065 Community Enhancement</b>        | <b>900.26</b> | <b>15,600.00</b> |
| 5070 Community Garden                          | 661.91        | 3,500.00         |
| 5085 Contractual Services (Accounting Fees)    | 5,155.00      | 44,000.00        |
| 5086 Cell Phone                                |               | 1,500.00         |
| 5087 Codification Services                     |               | 2,000.00         |
| 5090 Election Expenses                         |               | 1,200.00         |
| 5100 Insurance - Gen. & Public Offic           |               | 4,000.00         |
| 5107 IT Support                                | 1,595.12      | 17,000.00        |
| 5115 Legal Fees                                | 3,483.00      | 40,000.00        |
| 5120 Miscellaneous                             |               | 2,000.00         |
| 5125 Membership Dues                           | 3,181.25      | 4,000.00         |
| 5130 Commissioner Municipal Convention & Conf. | 813.24        | 14,700.00        |
| 5135 Office Expense                            | 8,345.59      | 31,000.00        |
| 5140 Printing & Legal Ads                      |               | 1,000.00         |
| 5150 Special Events                            |               |                  |
| 5150.11 Adult Mixer                            |               | 500.00           |
| 5150.12 English Classes                        |               | 2,000.00         |
| 5150.13 Black History Month                    |               | 800.00           |
| 5150.14 Hispanic Heritage Month                |               | 800.00           |
| 5150.16 Native American Heritage Event         |               | 600.00           |
| 5150.18 Port Towns Legislative Dinner          |               | 300.00           |
| 5150.2 Easter Egg Hunt                         |               | 800.00           |
| 5150.20 PGEMW - Town Sponsored Mtg             |               | 100.00           |
| 5150.22 Juneteenth                             |               | 300.00           |
| 5150.23 Events Signage                         |               | 4,000.00         |
| 5150.24 Holiday Giveaways                      |               | 3,000.00         |
| 5150.3 Cottage City Day                        |               | 5,000.00         |
| 5150.4 Halloween                               |               | 750.00           |
| 5150.5 Breakfast with Santa                    |               | 1,400.00         |
| 5150.55 July 4th Event                         | 156.90        |                  |
| 5150.7 Refreshments                            | 1,976.96      | 1,000.00         |

# Town of Cottage City

Item # 2.

## Budget vs. Actuals: Budget\_FY26\_P&L - FY26 P&L

July 2025

|                                                | TOTAL            |                   |
|------------------------------------------------|------------------|-------------------|
|                                                | ACTUAL           | BUDGET            |
| 5150.8 Senior Harvest Dinner                   |                  | 500.00            |
| <b>Total 5150 Special Events</b>               | <b>2,133.86</b>  | <b>21,850.00</b>  |
| 5160 Town Communications                       | 59.85            | 8,000.00          |
| 5165 Town Hall Maintenance & Repairs           | 400.43           | 12,000.00         |
| 5170 Town Hall Utilities                       | 2,297.98         | 34,420.00         |
| 5175 Staff Training                            | 418.02           | 4,000.00          |
| 5190 Bank Fees                                 | 37.00            |                   |
| 5196 Website Hosting                           | 10,155.30        | 5,200.00          |
| Payroll Fees                                   | 1,130.47         |                   |
| <b>Total 5000 General Government</b>           | <b>67,981.17</b> | <b>522,870.00</b> |
| 5200 Public Works                              |                  |                   |
| 5205 Salaries                                  | 4,358.02         | 54,080.00         |
| 5210 Payroll Taxes                             | 333.39           | 4,326.00          |
| 5211 Health Insurance                          | 2,167.66         |                   |
| 5230 Equipment Maint & Operating Exp           | 1,598.35         | 25,000.00         |
| 5232 Gasoline                                  |                  | 8,000.00          |
| 5235 Highway Lighting                          |                  | 24,000.00         |
| 5260 Roadway/Sidewalk Const. Maint. & Supplies | 838.31           | 7,500.00          |
| 5271 Maintenance                               | 833.33           | 35,000.00         |
| 5272 Tree Maintenance                          |                  | 10,000.00         |
| 5280 Uniforms                                  | 819.59           |                   |
| 5285 Vehicle Insurance                         |                  | 3,500.00          |
| 5305 Dumping Fees                              |                  | 2,400.00          |
| 5315 Mosquito Control                          |                  | 2,300.00          |
| 5320 Waste Collection & Disposal               | 22,851.35        | 121,643.00        |
| <b>Total 5200 Public Works</b>                 | <b>33,800.00</b> | <b>297,749.00</b> |
| 5400 Police Department                         |                  |                   |
| 5405 Salaries                                  | 59,697.12        | 380,783.00        |
| 5406 Overtime                                  |                  | 10,000.00         |
| <b>Total 5405 Salaries</b>                     | <b>59,697.12</b> | <b>390,783.00</b> |
| 5415 Payroll Taxes                             | 3,829.05         | 23,447.00         |
| 5425 Health Insurance                          | 9,229.26         | 53,817.00         |
| 5430 Retirement                                |                  | 17,500.00         |
| 5435 Workers Comp Ins.                         |                  | 30,000.00         |
| 5440 Applicant Screening & Shots               |                  | 1,000.00          |
| 5445 Auto Insurance                            |                  | 25,000.00         |
| 5485 National Night Out                        |                  | 1,000.00          |
| 5490 Office Expense & Operating Cost           | 1,090.64         | 12,000.00         |
| 5495 Police Liability Insurance                |                  | 12,500.00         |
| 5500 Police Supplies                           | 250.00           | 2,000.00          |
| 5505 Training                                  |                  | 6,000.00          |
| 5506 Training - Police Chief                   |                  | 6,000.00          |
| 5515 Uniforms & Accessories                    | 346.53           | 8,000.00          |

# Town of Cottage City

Item # 2.

## Budget vs. Actuals: Budget\_FY26\_P&L - FY26 P&L

July 2025

|                                                      | TOTAL            |                     |
|------------------------------------------------------|------------------|---------------------|
|                                                      | ACTUAL           | BUDGET              |
| 5520 Vehicle Operation & Maintenance                 | 97.85            | 10,000.00           |
| 5525 Gasoline - PD                                   | -1,265.28        | 18,000.00           |
| 5534 Police Community Outreach                       |                  | 8,000.00            |
| 5537 Lexipol Law Enforcement                         |                  | 5,000.00            |
| 5538 Police Explorer Program                         |                  | 5,000.00            |
| 5539 SilverTrac                                      |                  | 11,000.00           |
| 5540 Axion Tasers                                    | 3,689.14         | 4,000.00            |
| 5541 In Car Camera Upgrades                          | 261.35           | 2,700.00            |
| 5542 Lefta System                                    |                  | 3,000.00            |
| 5555 Expenses to Speed Camera Program                |                  | -180,700.00         |
| 5600 Speed Camera                                    |                  |                     |
| 5600.1 Salaries                                      |                  | 107,000.00          |
| 5600.2 Benefits                                      |                  | 26,400.00           |
| 5600.3 Other Costs                                   |                  | 35,200.00           |
| 5600.4 Vehicles                                      |                  | 12,100.00           |
| <b>Total 5600 Speed Camera</b>                       |                  | <b>180,700.00</b>   |
| <b>Total 5400 Police Department</b>                  | <b>77,225.66</b> | <b>655,747.00</b>   |
| 6000 Grant Expenditures                              |                  |                     |
| 6002 MD DHCD - NED Grant                             |                  | 185,000.00          |
| 6010 CDBG Grant - Infrastructure                     | 7,800.00         | 400,815.00          |
| 6016 Maryland Heritage Authority (MHAA)              |                  | 90,000.00           |
| 6017 Maryland Historical Trust (MHT)                 |                  | 100,000.00          |
| 6021 Cable - PEG - Broadcast Equip                   | 1,575.00         | 10,570.00           |
| 6044 Fed-Stormwater                                  |                  | 670,000.00          |
| 6052 Bond Bill Expenses Firehouse                    |                  | 500,000.00          |
| 6054 ARPA Grant Expense                              |                  |                     |
| 6054.1 Family Relief Program                         | 5,241.19         | 5,395.00            |
| 6054.13 ARPA Resident Tree Program                   |                  | 20,000.00           |
| 6054.15 ARPA Food Bank                               | 1,250.00         | 10,000.00           |
| 6054.7 Grant Writer Salary                           | 7,213.57         | 68,700.00           |
| 6054.8 Grant Writer Fringe                           | 551.84           | 24,250.00           |
| <b>Total 6054 ARPA Grant Expense</b>                 | <b>14,256.60</b> | <b>128,345.00</b>   |
| <b>Total 6000 Grant Expenditures</b>                 | <b>23,631.60</b> | <b>2,084,730.00</b> |
| 6500 Capital Outlays                                 |                  |                     |
| 6501 General Government Capital Outlays              |                  |                     |
| 6507 Town Hall Improvements                          |                  | 45,000.00           |
| 6511 Maryland Heritage Authority Match (MHAA)        |                  | 90,000.00           |
| 6512 Maryland Historical Trust Match (MHT)           |                  | 66,700.00           |
| <b>Total 6501 General Government Capital Outlays</b> |                  | <b>201,700.00</b>   |
| 6600 Public Works Capital Outlays                    |                  |                     |
| 6607 PW New Equipment                                | 18,912.00        | 25,500.00           |
| <b>Total 6600 Public Works Capital Outlays</b>       | <b>18,912.00</b> | <b>25,500.00</b>    |

# Town of Cottage City

Item # 2.

Budget vs. Actuals: Budget\_FY26\_P&L - FY26 P&L

July 2025

|                            | TOTAL          |                |
|----------------------------|----------------|----------------|
|                            | ACTUAL         | BUDGET         |
| Total 6500 Capital Outlays | 18,912.00      | 227,200.00     |
| Total Expenses             | \$221,550.43   | \$3,788,296.00 |
| NET OPERATING INCOME       | \$ -163,656.52 | \$1,340,639.00 |
| NET INCOME                 | \$ -163,656.52 | \$1,340,639.00 |

# Town of Cottage City

Item # 2.

## Balance Sheet

As of August 31, 2025

|                                                  | TOTAL                 |                         |
|--------------------------------------------------|-----------------------|-------------------------|
|                                                  | AS OF AUG 31, 2025    | AS OF AUG 31, 2024 (PY) |
| <b>ASSETS</b>                                    |                       |                         |
| Current Assets                                   |                       |                         |
| Bank Accounts                                    |                       |                         |
| 1009 Truist Savings x1643                        | 303,178.67            | 648,894.81              |
| 1010 Savings - Capital One                       | 5,193.65              | 5,189.69                |
| 1014 US Bank x5954                               | 12,575.00             | 13,025.00               |
| 1015 Petty Cash Fund                             | 466.03                | 466.03                  |
| 1055 Savings - PNC                               | 743,419.36            | 720,266.56              |
| 1060 Truist MM x4603                             | 101,960.44            | 101,950.23              |
| 1061 Truist Operating Checking x1118             | 146,616.87            | 13,815.31               |
| 1062 Truist Public Fund Checking x6369           | 103.46                | 1,283.46                |
| 1063 Truist Public Fund Checking x0549 (deleted) | 0.00                  | 3,159.20                |
| 1065 Capital One CD                              | 98,967.97             | 98,967.97               |
| 1071 Bill.com Money In Clearing                  | -2,027.60             |                         |
| 1072 Bill.com Money Out Clearing                 | 1,664.00              | 4,911.31                |
| 1100 Truist - ARPA x0408 (deleted)               | 0.00                  | 15.18                   |
| <b>Total Bank Accounts</b>                       | <b>\$1,412,117.85</b> | <b>\$1,611,944.75</b>   |
| Accounts Receivable                              | <b>\$122,930.31</b>   | <b>\$75,768.23</b>      |
| Other Current Assets                             | <b>\$64,494.50</b>    | <b>\$57,613.75</b>      |
| <b>Total Current Assets</b>                      | <b>\$1,599,542.66</b> | <b>\$1,745,326.73</b>   |
| <b>TOTAL ASSETS</b>                              | <b>\$1,599,542.66</b> | <b>\$1,745,326.73</b>   |
| <b>LIABILITIES AND EQUITY</b>                    | <b>\$1,599,542.66</b> | <b>\$1,745,326.73</b>   |

# Town of Cottage City

Item # 2.

## Budget vs. Actuals: Budget\_FY26\_P&L - FY26 P&L

July - August, 2025

|                                          | TOTAL               |                       |                         |                |
|------------------------------------------|---------------------|-----------------------|-------------------------|----------------|
|                                          | ACTUAL              | BUDGET                | OVER BUDGET             | % OF BUDGET    |
| <b>Income</b>                            |                     |                       |                         |                |
| 4000 Operating Revenue                   |                     |                       |                         |                |
| 4005 Real Estate Taxes - Residential     |                     | 466,257.00            | -466,257.00             |                |
| 4006 Real Estate Taxes - Commercial      |                     | 402,087.00            | -402,087.00             |                |
| 4015 Personal Property Taxes             | 33,050.46           | 40,000.00             | -6,949.54               | 82.63 %        |
| 4025 Income Tax                          | 2,136.09            | 105,000.00            | -102,863.91             | 2.03 %         |
| 4030 Highway User Tax                    | 0.00                | 54,311.00             | -54,311.00              | 0.00 %         |
| 4035 Fines & Forfeitures                 | 3,942.88            | 8,000.00              | -4,057.12               | 49.29 %        |
| 4040 Red Light Camera Fines              | 300.00              | 50,000.00             | -49,700.00              | 0.60 %         |
| 4041 Speed Camera Fines                  | 102,033.89          | 300,000.00            | -197,966.11             | 34.01 %        |
| 4055 Franchise Fees (Cable TV)           | 0.00                | 18,000.00             | -18,000.00              | 0.00 %         |
| 4065 Licenses - Town                     | 1,850.00            | 7,000.00              | -5,150.00               | 26.43 %        |
| 4085 Police Aid                          | 7,564.70            | 26,550.00             | -18,985.30              | 28.49 %        |
| 4095 Interest Income                     | 13.17               | 25,000.00             | -24,986.83              | 0.05 %         |
| 4102 Town Hall Rental                    | -250.00             | 1,800.00              | -2,050.00               | -13.89 %       |
| 4107.1 Donations                         | 2,935.51            | 3,000.00              | -64.49                  | 97.85 %        |
| 4200 Miscellaneous                       | 14.58               |                       | 14.58                   |                |
| <b>Total 4000 Operating Revenue</b>      | <b>153,591.28</b>   | <b>1,507,005.00</b>   | <b>-1,353,413.72</b>    | <b>10.19 %</b> |
| 4106.5 Grant Revenue                     |                     |                       |                         |                |
| 41040 Bond Bill                          |                     | 500,000.00            | -500,000.00             |                |
| 4109 Maryland Heritage Authority (MHAA)  |                     | 45,000.00             | -45,000.00              |                |
| 4110 Maryland Historical Trust (MHT)     |                     | 100,000.00            | -100,000.00             |                |
| 4114 First Responder Camp/Community      | 0.00                |                       | 0.00                    |                |
| 4120 CDBG Grant - Infrastructure         | 6,590.85            | 400,815.00            | -394,224.15             | 1.64 %         |
| 4130 Cable - PEG - Broadcast Equip.      |                     | 10,570.00             | -10,570.00              |                |
| 4141 MD DHCH - NED Grant                 |                     | 185,000.00            | -185,000.00             |                |
| 4144 Fed-Stormwater                      |                     | 670,000.00            | -670,000.00             |                |
| <b>Total 4106.5 Grant Revenue</b>        | <b>6,590.85</b>     | <b>1,911,385.00</b>   | <b>-1,904,794.15</b>    | <b>0.34 %</b>  |
| 4201 Appropriated from Fund Balance      |                     | 1,582,200.00          | -1,582,200.00           |                |
| 4202 Appropriated from Fund Balance ARPA |                     | 128,345.00            | -128,345.00             |                |
| <b>Total Income</b>                      | <b>\$160,182.13</b> | <b>\$5,128,935.00</b> | <b>\$ -4,968,752.87</b> | <b>3.12 %</b>  |
| <b>GROSS PROFIT</b>                      | <b>\$160,182.13</b> | <b>\$5,128,935.00</b> | <b>\$ -4,968,752.87</b> | <b>3.12 %</b>  |
| <b>Expenses</b>                          |                     |                       |                         |                |
| 5000 General Government                  |                     |                       |                         |                |
| 5005 Salaries                            | 38,030.67           | 165,000.00            | -126,969.33             | 23.05 %        |
| 5006 Overtime                            |                     | 2,500.00              | -2,500.00               |                |
| 5010 Commissioner Salaries               | 5,832.00            | 35,000.00             | -29,168.00              | 16.66 %        |
| <b>Total 5005 Salaries</b>               | <b>43,862.67</b>    | <b>202,500.00</b>     | <b>-158,637.33</b>      | <b>21.66 %</b> |
| 5015 Payroll Taxes                       | 3,369.71            | 16,200.00             | -12,830.29              | 20.80 %        |
| 5020 Life Insurance                      |                     | 0.00                  | 0.00                    |                |
| 5025 Health Insurance                    |                     | 14,000.00             | -14,000.00              |                |
| 5030 Retirement Benefits                 |                     | 7,000.00              | -7,000.00               |                |

# Town of Cottage City

Item # 2.

## Budget vs. Actuals: Budget\_FY26\_P&L - FY26 P&L

July - August, 2025

|                                                | TOTAL         |                  |                   |               |
|------------------------------------------------|---------------|------------------|-------------------|---------------|
|                                                | ACTUAL        | BUDGET           | OVER BUDGET       | % OF BUDGET   |
| 5035 Workers Comp Ins.                         | 11,195.50     | 1,700.00         | 9,495.50          | 658.56 %      |
| 5040 Audit Fee                                 | 1,343.75      | 14,500.00        | -13,156.25        | 9.27 %        |
| 5045 Bus Service                               |               | 0.00             | 0.00              |               |
| 5065 Community Enhancement                     |               |                  |                   |               |
| 5065.10 Newsletter                             | 823.04        | 1,000.00         | -176.96           | 82.30 %       |
| 5065.3 End Time Harvest Ministries             |               | 2,000.00         | -2,000.00         |               |
| 5065.4 Cottage City Scholarship                |               | 2,500.00         | -2,500.00         |               |
| 5065.5 Anacostia Watershed Donation            |               | 1,000.00         | -1,000.00         |               |
| 5065.6 Contribution to ATHA                    |               | 1,000.00         | -1,000.00         |               |
| 5065.7 Fire Dept. Donation                     |               | 1,000.00         | -1,000.00         |               |
| 5065.71 Green Team                             | 77.22         | 1,200.00         | -1,122.78         | 6.44 %        |
| 5065.73 Food Pantry                            |               | 5,000.00         | -5,000.00         |               |
| 5065.9 Summer Camp                             |               | 900.00           | -900.00           |               |
| <b>Total 5065 Community Enhancement</b>        | <b>900.26</b> | <b>15,600.00</b> | <b>-14,699.74</b> | <b>5.77 %</b> |
| 5070 Community Garden                          | 670.90        | 3,500.00         | -2,829.10         | 19.17 %       |
| 5085 Contractual Services (Accounting Fees)    | 5,155.00      | 44,000.00        | -38,845.00        | 11.72 %       |
| 5086 Cell Phone                                |               | 1,500.00         | -1,500.00         |               |
| 5087 Codification Services                     | 995.00        | 2,000.00         | -1,005.00         | 49.75 %       |
| 5090 Election Expenses                         |               | 1,200.00         | -1,200.00         |               |
| 5100 Insurance - Gen. & Public Offic           | 1,568.00      | 4,000.00         | -2,432.00         | 39.20 %       |
| 5105 Insurance - Town Hall                     | 1,396.00      |                  | 1,396.00          |               |
| 5107 IT Support                                | 3,199.34      | 17,000.00        | -13,800.66        | 18.82 %       |
| 5115 Legal Fees                                | 6,402.00      | 40,000.00        | -33,598.00        | 16.01 %       |
| 5120 Miscellaneous                             | 1,026.00      | 2,000.00         | -974.00           | 51.30 %       |
| 5125 Membership Dues                           | 3,181.25      | 4,000.00         | -818.75           | 79.53 %       |
| 5130 Commissioner Municipal Convention & Conf. | 2,673.24      | 14,700.00        | -12,026.76        | 18.19 %       |
| 5135 Office Expense                            | 15,237.37     | 31,000.00        | -15,762.63        | 49.15 %       |
| 5140 Printing & Legal Ads                      |               | 1,000.00         | -1,000.00         |               |
| 5150 Special Events                            |               |                  |                   |               |
| 5150.11 Adult Mixer                            |               | 500.00           | -500.00           |               |
| 5150.12 English Classes                        |               | 2,000.00         | -2,000.00         |               |
| 5150.13 Black History Month                    |               | 800.00           | -800.00           |               |
| 5150.14 Hispanic Heritage Month                |               | 800.00           | -800.00           |               |
| 5150.16 Native American Heritage Event         |               | 600.00           | -600.00           |               |
| 5150.18 Port Towns Legislative Dinner          |               | 300.00           | -300.00           |               |
| 5150.2 Easter Egg Hunt                         |               | 800.00           | -800.00           |               |
| 5150.20 PGEMW - Town Sponsored Mtg             |               | 100.00           | -100.00           |               |
| 5150.22 Juneteenth                             |               | 300.00           | -300.00           |               |
| 5150.23 Events Signage                         |               | 4,000.00         | -4,000.00         |               |
| 5150.24 Holiday Giveaways                      |               | 3,000.00         | -3,000.00         |               |
| 5150.3 Cottage City Day                        | 8,854.67      | 5,000.00         | 3,854.67          | 177.09 %      |
| 5150.4 Halloween                               |               | 750.00           | -750.00           |               |
| 5150.5 Breakfast with Santa                    |               | 1,400.00         | -1,400.00         |               |

# Town of Cottage City

Item # 2.

## Budget vs. Actuals: Budget\_FY26\_P&L - FY26 P&L

July - August, 2025

|                                                | TOTAL             |                   |                    |                |
|------------------------------------------------|-------------------|-------------------|--------------------|----------------|
|                                                | ACTUAL            | BUDGET            | OVER BUDGET        | % OF BUDGET    |
| 5150.55 July 4th Event                         | 156.90            |                   | 156.90             |                |
| 5150.7 Refreshments                            | 2,196.06          | 1,000.00          | 1,196.06           | 219.61 %       |
| 5150.8 Senior Harvest Dinner                   |                   | 500.00            | -500.00            |                |
| <b>Total 5150 Special Events</b>               | <b>11,207.63</b>  | <b>21,850.00</b>  | <b>-10,642.37</b>  | <b>51.29 %</b> |
| 5160 Town Communications                       | 125.32            | 8,000.00          | -7,874.68          | 1.57 %         |
| 5165 Town Hall Maintenance & Repairs           | 1,404.37          | 12,000.00         | -10,595.63         | 11.70 %        |
| 5170 Town Hall Utilities                       | 3,596.08          | 34,420.00         | -30,823.92         | 10.45 %        |
| 5175 Staff Training                            | 148.02            | 4,000.00          | -3,851.98          | 3.70 %         |
| 5190 Bank Fees                                 | 52.00             |                   | 52.00              |                |
| 5196 Website Hosting                           | 10,155.30         | 5,200.00          | 4,955.30           | 195.29 %       |
| Payroll Fees                                   | 1,678.19          |                   | 1,678.19           |                |
| <b>Total 5000 General Government</b>           | <b>130,542.90</b> | <b>522,870.00</b> | <b>-392,327.10</b> | <b>24.97 %</b> |
| 5200 Public Works                              |                   |                   |                    |                |
| 5205 Salaries                                  | 9,353.05          | 54,080.00         | -44,726.95         | 17.29 %        |
| 5210 Payroll Taxes                             | 715.51            | 4,326.00          | -3,610.49          | 16.54 %        |
| 5230 Equipment Maint & Operating Exp           | 6,415.99          | 25,000.00         | -18,584.01         | 25.66 %        |
| 5232 Gasoline                                  | 1,916.50          | 8,000.00          | -6,083.50          | 23.96 %        |
| 5235 Highway Lighting                          |                   | 24,000.00         | -24,000.00         |                |
| 5241 Cell Phone                                | 591.06            |                   | 591.06             |                |
| 5260 Roadway/Sidewalk Const. Maint. & Supplies | 838.31            | 7,500.00          | -6,661.69          | 11.18 %        |
| 5271 Maintenance                               | 3,106.66          | 35,000.00         | -31,893.34         | 8.88 %         |
| 5272 Tree Maintenance                          |                   | 10,000.00         | -10,000.00         |                |
| 5280 Uniforms                                  | 914.52            |                   | 914.52             |                |
| 5285 Vehicle Insurance                         |                   | 3,500.00          | -3,500.00          |                |
| 5305 Dumping Fees                              |                   | 2,400.00          | -2,400.00          |                |
| 5315 Mosquito Control                          |                   | 2,300.00          | -2,300.00          |                |
| 5320 Waste Collection & Disposal               | 23,537.14         | 121,643.00        | -98,105.86         | 19.35 %        |
| <b>Total 5200 Public Works</b>                 | <b>47,388.74</b>  | <b>297,749.00</b> | <b>-250,360.26</b> | <b>15.92 %</b> |
| 5400 Police Department                         |                   |                   |                    |                |
| 5405 Salaries                                  | 79,035.30         | 380,783.00        | -301,747.70        | 20.76 %        |
| 5406 Overtime                                  |                   | 10,000.00         | -10,000.00         |                |
| <b>Total 5405 Salaries</b>                     | <b>79,035.30</b>  | <b>390,783.00</b> | <b>-311,747.70</b> | <b>20.22 %</b> |
| 5415 Payroll Taxes                             | 4,986.24          | 23,447.00         | -18,460.76         | 21.27 %        |
| 5425 Health Insurance                          | 9,229.26          | 53,817.00         | -44,587.74         | 17.15 %        |
| 5430 Retirement                                |                   | 17,500.00         | -17,500.00         |                |
| 5435 Workers Comp Ins.                         |                   | 30,000.00         | -30,000.00         |                |
| 5440 Applicant Screening & Shots               |                   | 1,000.00          | -1,000.00          |                |
| 5445 Auto Insurance                            | 29,424.00         | 25,000.00         | 4,424.00           | 117.70 %       |
| 5485 National Night Out                        |                   | 1,000.00          | -1,000.00          |                |
| 5490 Office Expense & Operating Cost           | 1,387.72          | 12,000.00         | -10,612.28         | 11.56 %        |
| 5495 Police Liability Insurance                | 10,746.00         | 12,500.00         | -1,754.00          | 85.97 %        |
| 5500 Police Supplies                           | 250.00            | 2,000.00          | -1,750.00          | 12.50 %        |
| 5505 Training                                  |                   | 6,000.00          | -6,000.00          |                |

# Town of Cottage City

Item # 2.

## Budget vs. Actuals: Budget\_FY26\_P&L - FY26 P&L

July - August, 2025

|                                                      | TOTAL             |                     |                      |                |
|------------------------------------------------------|-------------------|---------------------|----------------------|----------------|
|                                                      | ACTUAL            | BUDGET              | OVER BUDGET          | % OF BUDGET    |
| 5506 Training - Police Chief                         |                   | 6,000.00            | -6,000.00            |                |
| 5515 Uniforms & Accessories                          | 716.45            | 8,000.00            | -7,283.55            | 8.96 %         |
| 5520 Vehicle Operation & Maintenance                 | 1,090.26          | 10,000.00           | -8,909.74            | 10.90 %        |
| 5525 Gasoline - PD                                   | -2,362.22         | 18,000.00           | -20,362.22           | -13.12 %       |
| 5534 Police Community Outreach                       | 48.56             | 8,000.00            | -7,951.44            | 0.61 %         |
| 5537 Lexipol Law Enforcement                         |                   | 5,000.00            | -5,000.00            |                |
| 5538 Police Explorer Program                         |                   | 5,000.00            | -5,000.00            |                |
| 5539 SilverTrac                                      |                   | 11,000.00           | -11,000.00           |                |
| 5540 Axion Tasers                                    | 3,689.14          | 4,000.00            | -310.86              | 92.23 %        |
| 5541 In Car Camera Upgrades                          | 522.70            | 2,700.00            | -2,177.30            | 19.36 %        |
| 5542 Lefta System                                    |                   | 3,000.00            | -3,000.00            |                |
| 5555 Expenses to Speed Camera Program                |                   | -180,700.00         | 180,700.00           |                |
| 5600 Speed Camera                                    |                   |                     |                      |                |
| 5600.1 Salaries                                      |                   | 107,000.00          | -107,000.00          |                |
| 5600.2 Benefits                                      |                   | 26,400.00           | -26,400.00           |                |
| 5600.3 Other Costs                                   |                   | 35,200.00           | -35,200.00           |                |
| 5600.4 Vehicles                                      |                   | 12,100.00           | -12,100.00           |                |
| <b>Total 5600 Speed Camera</b>                       |                   | <b>180,700.00</b>   | <b>-180,700.00</b>   |                |
| <b>Total 5400 Police Department</b>                  | <b>138,763.41</b> | <b>655,747.00</b>   | <b>-516,983.59</b>   | <b>21.16 %</b> |
| 6000 Grant Expenditures                              |                   |                     |                      |                |
| 6002 MD DHCD - NED Grant                             |                   | 185,000.00          | -185,000.00          |                |
| 6010 CDBG Grant - Infrastructure                     | 23,900.50         | 400,815.00          | -376,914.50          | 5.96 %         |
| 6016 Maryland Heritage Authority (MHAA)              |                   | 90,000.00           | -90,000.00           |                |
| 6017 Maryland Historical Trust (MHT)                 |                   | 100,000.00          | -100,000.00          |                |
| 6021 Cable - PEG - Broadcast Equip                   | 1,575.00          | 10,570.00           | -8,995.00            | 14.90 %        |
| 6044 Fed-Stormwater                                  |                   | 670,000.00          | -670,000.00          |                |
| 6052 Bond Bill Expenses Firehouse                    |                   | 500,000.00          | -500,000.00          |                |
| 6054 ARPA Grant Expense                              |                   |                     |                      |                |
| 6054.1 Family Relief Program                         | 7,936.44          | 5,395.00            | 2,541.44             | 147.11 %       |
| 6054.13 ARPA Resident Tree Program                   |                   | 20,000.00           | -20,000.00           |                |
| 6054.15 ARPA Food Bank                               | 2,500.00          | 10,000.00           | -7,500.00            | 25.00 %        |
| 6054.7 Grant Writer Salary                           | 9,513.07          | 68,700.00           | -59,186.93           | 13.85 %        |
| 6054.8 Grant Writer Fringe                           | 727.75            | 24,250.00           | -23,522.25           | 3.00 %         |
| <b>Total 6054 ARPA Grant Expense</b>                 | <b>20,677.26</b>  | <b>128,345.00</b>   | <b>-107,667.74</b>   | <b>16.11 %</b> |
| <b>Total 6000 Grant Expenditures</b>                 | <b>46,152.76</b>  | <b>2,084,730.00</b> | <b>-2,038,577.24</b> | <b>2.21 %</b>  |
| 6500 Capital Outlays                                 |                   |                     |                      |                |
| 6501 General Government Capital Outlays              |                   |                     |                      |                |
| 6507 Town Hall Improvements                          |                   | 45,000.00           | -45,000.00           |                |
| 6511 Maryland Heritage Authority Match (MHAA)        |                   | 90,000.00           | -90,000.00           |                |
| 6512 Maryland Historical Trust Match (MHT)           |                   | 66,700.00           | -66,700.00           |                |
| <b>Total 6501 General Government Capital Outlays</b> |                   | <b>201,700.00</b>   | <b>-201,700.00</b>   |                |
| 6600 Public Works Capital Outlays                    |                   |                     |                      |                |

# Town of Cottage City

Item # 2.

## Budget vs. Actuals: Budget\_FY26\_P&L - FY26 P&L

July - August, 2025

|                                                | TOTAL               |                       |                         |                |
|------------------------------------------------|---------------------|-----------------------|-------------------------|----------------|
|                                                | ACTUAL              | BUDGET                | OVER BUDGET             | % OF BUDGET    |
| 6607 PW New Equipment                          | 18,912.00           | 25,500.00             | -6,588.00               | 74.16 %        |
| <b>Total 6600 Public Works Capital Outlays</b> | <b>18,912.00</b>    | <b>25,500.00</b>      | <b>-6,588.00</b>        | <b>74.16 %</b> |
| <b>Total 6500 Capital Outlays</b>              | <b>18,912.00</b>    | <b>227,200.00</b>     | <b>-208,288.00</b>      | <b>8.32 %</b>  |
| Uncategorized Expense                          | 227.98              |                       | 227.98                  |                |
| <b>Total Expenses</b>                          | <b>\$381,987.79</b> | <b>\$3,788,296.00</b> | <b>\$ -3,406,308.21</b> | <b>10.08 %</b> |
| NET OPERATING INCOME                           | \$ -221,805.66      | \$1,340,639.00        | \$ -1,562,444.66        | -16.54 %       |
| NET INCOME                                     | \$ -221,805.66      | \$1,340,639.00        | \$ -1,562,444.66        | -16.54 %       |

# Langley Park Community Center

Item # 11.

1500 Merrimac Drive, Hyattsville, 20783

Tel: [\(301\) 445-4508](tel:(301)445-4508)

Email: [Langlevparkcc@pgparks.com](mailto:Langlevparkcc@pgparks.com)

## HOURS

Mon-Thu : 9am-  
9pm

Fri : 9am-7pm

Fri : 7pm-10pm  
(Teens)

Sat : 10am-4pm

Sun : 12pm-4pm



## AMENITIES

Children Room 1

Classroom space - Room  
2

Classroom space -  
Library

Pottery Studio (Open  
Studio)

Fitness Room

Multipurpose Room

Kitchen

Computer Lab

Game Room (Teen area)

Seniors Lounge

Billiards

Rental site

## CENTER STAFF

Facility Director:

[Chris.Quashie@pgparks.com](mailto:Chris.Quashie@pgparks.com)

Asst. Facility Director/Program  
Specialist

[Jessica.Lysaith@pgparks.com](mailto:Jessica.Lysaith@pgparks.com)



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<https://www.pgparks.com/facilities/langley-park-community-center-community-center>

# Langley Park Community Center

Item # 11.

1500 Merrimac Drive, Hyattsville, 20783

Tel: (301) 445-4508

Email: Langleypark@dc.gov

## CLASSES

**Preschool: Ballet & Tap;** ages 4-6

Wed-Fri; 4 - 4:45pm

**Mixed Ages: Zumba;** ages 13 & up

Mon-Wed; 7:00-8:00pm

**Mixed Ages: Zumba Toning;** 13 & up

Saturdays; 10:15 - 11:15am

**Adults: Ceramics;** ages 16 & up

Mon-Tue-Wed; 10am-1pm & 6-8pm

**Children: Ballet & Tap;** ages 7-12

Wed-Fri; 5:00- 5:45pm

**Children Mixed Ages: Karate Beginner;** ages 5-12;

Mon; 6pm -7pm

**Preschool: Kinder Craft & Story;** ages 3-5;

Tue-Thu; 11am -12pm

**Adults: Spanish Beginner;** ages 18 & up

Thu; 10am-1pm & 6-8pm

**Adults: ESOL;** ages 18 & up

Sat; 11am-12pm

**Adults: Computer Level 1;** ages 18 & up

Wed; 6:30pm-7:30pm

## CHILDCARE PROGRAMS – DAY CAMPS

**Kid's Care Program:** Aug – Jun; Mon-Fri; 2-6pm; ages 5-12

**Day camp Enrichment STEAM:** ages 6-12, Mon-Fri  
9am-4:30pm- during summer season



## TEEN PROGRAMS

**Mis Quince Program :** 32 sessions, ages 13-17

Tue-Thu (5:30-8:30pm) Sat (11am-1pm) avg. 30 - FALL

**Teen Night:** Thu & Fri Nights; 7-10pm, ages 10-17; FREE with  
ID

**Teen Zone:** Mon – Thu; 3-6pm; ages 13-17; FREE

# Langley Park Community Center

Item # 11.

1500 Merrimac Drive, Hyattsville, 20783

Tel: (301) 445-4508

Email: [Langleyparkcc@pgparks.Com](mailto:Langleyparkcc@pgparks.Com)

## ANNUAL SPECIAL EVENTS ALL AGES

**Hermmandad Fiesta:** WINTER

**Eggstravaganza Hunt:** SPRING

**Family Fun Walk:** SPRING

**Langley Park Day:** SPRING

**Good Neighborhood Day projects with UMD:** FALL

**Pottery Sale:** FALL

**Growing Green with Pride with LPCA:** FALL/SPRING



## ANNUAL TEEN EVENTS

**Xtreme Teen Haunted Open House:** FALL

**Mis Quince Final Event:** WINTER

**Xtreme Teen Black & White Party:** WINTER

# North Brentwood Community Center

Item # 11.

4012 Webster Street, North Brentwood, 20722

Tel: (301) 864-0756

Email: [Northbrentwoodcc@pgparks.com](mailto:Northbrentwoodcc@pgparks.com)

## Hours

Mon-Thu : 9am-9pm

Fri : 9pm-7pm

Fri : 7pm-10pm  
(Teens)

Sat : 9am-4pm

Sat : 7pm-10pm  
(Teens)

Sun : Closed

## CENTER STAFF

Facility Director:

[Byron.Jones@pgparks.com](mailto:Byron.Jones@pgparks.com)

Asst. Facility Director/Program  
Specialist

[Jaqueline.Menjivarlarios@pgpark.com](mailto:Jaqueline.Menjivarlarios@pgpark.com)



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## AMENITIES

Gymnasium

Dance/Classroom  
Space

Classroom space -  
Library

Fitness Room

Kitchen

Game Room (Teen  
Area)

Billiards

[Rental site](#)



<https://www.pgparks.com/facilities/north-brentwood-community->

# North Brentwood Community Center

Item # 11.

4012 Webster Street, North Brentwood, 20722

Tel: (301) 864-0756

Email: [Northbrentwoodcc@Pgpevents.com](mailto:Northbrentwoodcc@Pgpevents.com)

## CLASSES AND ACTIVITIES

**Toddler Time:** ages 2-4; Mondays and Wednesdays; 10 am-11 am

**Mixed Ages: Basketball Skills:** ages 4-6 Saturdays; 12:15-1:15 pm

**Mixed Ages: African Dance:** ages 5 and up; Mondays; 6:30 pm-7:30 pm

**Children: Judo: Beginner:** ages 6-12; Saturdays; 9:30 am-10:30 am

**Children: Judo: Intermediate:** 6-12: Saturdays; 10:45 am- 11:45 am

**Children: Soccer Skills:** ages 6-12; Thursdays; 6:30 pm- 7:30 pm

## TEEN PROGRAMS AND EVENTS

**Adults: Fitness Dance: Salsa:** ages 18 and up; Saturdays; 11 am-12 pm

**Teen Night:** Fri, Sat, ages 10-17; 7-10pm, FREE

**Safe Summer Program:** ages 5-17 and Jun, Tue, Aug 16, FREE

**Home School Sports:** Fri, Sat, 9am-11:30pm, Weds, 10am-11:00 am

**Safe Summer Adult Basketball League:** ages 18 and up - FREE  
June 24 - Aug 16 ; Tue & Thu; 9pm- 11:30pm

**Black and white Party:** Friday, January 16h; ages 10-17; 7-10pm; FREE

## DAY CAMPS (Spring and Summer)

**Day Camp Basketball, Soccer, Explorers:**  
ages 6-12; Mon-Fri; 9am-4:30pm;  
Before and Aftercare available



## ANNUAL SPECIAL EVENTS ALL AGES

**Celebration of Spring:** SPRING

**National Night Out:** FALL

**Black History Month: Pool Tournament:** WINTER

**Black History Month Region 2 Event:** WINTER

**Fitness Month Event: Hop Into Spring:** SPRING

# Rollingcrest-Chillum Community Center

Item # 11.

6120 Sargent Road, Hyattsville, 20782

Tel: (301) 853-2005

Email: [Rollingcrest@pgparks.com](mailto:Rollingcrest@pgparks.com)

## Hours:

Mon-Thu : 8am-9pm

Fri : 8am-7pm

Fri : 7pm-10pm  
(Teens)

Sat : 8:30am-5pm

Sun : Closed



## AMENITIES

Gymnasium

Dance/Meeting Room

Children/Meeting  
Room

Weight Room

Cardio Room

Game Room (Youth  
Area)

Billiards



## CENTER STAFF

Facility Director:

[DeNina.Diggs@pgparks.com](mailto:DeNina.Diggs@pgparks.com)

Asst. Facility Director/Program  
Specialist

[DiahannCarolyn.Norris@pgparks.co](mailto:DiahannCarolyn.Norris@pgparks.co)



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<https://www.pgparks.com/facilities/rollingcrest-chillum->

# Rollingcrest-Chillum Community Center

Item # 11.

6120 Sargent Road, Hyattsville, 20782

Tel: (301) 853-2005

Email: [Rollingcrestcc@annandale.com](mailto:Rollingcrestcc@annandale.com)

## CLASSES

**Drawing & Painting;** Ages 5-12; Saturdays; 9-10am

**Comic Book;** Ages 9-14; Saturdays; 10-11am (New)

**Cooking;** Ages 6-12; Saturdays; 12-1 pm

**Art: Home-School;** Ages 6-12; M, T, & F; 12 – 1 pm (New)

**Art: Home-School;** Ages 13-17; M, T, & F; 1 – 2 pm (New)

**Zumba;** Ages 16 & up; Thurs; 7:00-8:00pm

**Sr. Exercise;** 60 & up; M, W, & F; 10 – 11:00am

**Sr. Tabata,** 60 & up; Tue & Thu 10-11am

**Sr. Weight Training** ; 60 & up; M&W; 11:30am - 12:30pm

**Yoga;** Ages 16 & up; Tues & Thurs; 6:00-7:00pm

**Strong Nation;** Ages 16 & up; Mon & Wed; 6-7pm (New)

## CHILDCARE PROGRAMS – DAY CAMPS

**Kid's Care Program:** Aug – Jun; Mon-Fri; 2-6pm ; Ages 5-12

**Spring Break Camp:** Mon-Fri; 9 am-4:30 pm; ages 5-12

**Summer Camps: Explorers- Basketball-Swim and Recreation**

Ages 6-12, Mon-Fri; 9 am-4:30 pm; Jun – Aug



## TEEN PROGRAMS

**Teen Night:** Friday Nights 7-10 pm, Ages 10-17; FREE with ID

**Safe Summer Girls Basketball League:** Tue & Wed; Ages 13-17

7 pm -10 pm; Jun - Aug; FREE

**Safe Summer :** Tue & Wed; Ages 13-17

# Rollingcrest-Chillum Community Center

Item # 11.

6120 Sargent Road Hyattsville, MD

Tel: (301) 853-2005

Email: [Rollingcrestcc@pgparks.com](mailto:Rollingcrestcc@pgparks.com)

## ANNUAL SPECIAL EVENTS

**Celebration of Spring: SPRING**

**Annual Kwanzaa Celebration: WINTER**

**Active Aging Event: Cards and Dominoes: FALL**

**Senior Masquerade Party: FALL**

**Health & Wellness “Community Wellness”:  
SPRING**



# Cottage City Business Inventory along Bladensburg Rd - #1

August 18, 2025

Submitted by Denise Hamler, Volunteer, on behalf of the  
concerned community

3550 Bladensburg Rd  
Access Road #1 in Eastgate  
Industrial Park  
R2R Automotive Repair Shop

- Auto Repair Business
- 13 cars on the lot waiting for repairs
- Bldg is in average condition



# 3552 Bladensburg Rd. Access Road #1 in Eastgate Industrial Park The Web Company

\* Warehouse office bldg that has several businesses: Studio Burke DC; Sterling & Burke LTD; Charing Cross & Co.

- Cannot tell if it is occupied
- Condition of the property – average



# 3570 Bladensburg Rd. Access Road #1 in Eastgate Industrial Park IFC

- Large office and warehouse that appears to be empty – the doors are locked with chain.
- Property appears to be in average condition
- Property has two loading docks



# Cell Tower in rear of Eastgate Industrial Park

- Operated by America Tower Corporation
- Has fence, padlocked gate and razer wire
- Next to the CSX railway



# 3520 Bladensburg Rd

## No Name on Bldg

## Vacant Bldg

- It is a large office building with 2 huge areas with parking lot and 2 loading docks.
- The property is not well kept – with weeds and bushes overgrown.
- The property is fenced and pad locked.



# 3500 Bladensburg Rd Corner Property NO NAME on Building

- Office Building - Occupied and appears to be in average condition
- 5 parking spots by the front door
- Well landscaped with trees along Bladensburg Rd



# 3640 Bladensburg Rd. No Name on the Building

- Vacant building – formerly auto related business. Fixing cabs on the weekend.
- Recently posted for NO OCCUPANCY due to problems with the property
- 3 abandoned cars and tow truck in the front parking lot.
- Building, parking lot and surrounding grounds in terrible condition
- Property posted by Inspector Graham from PG County on 6/18/2025 - not approved for occupancy. 202-510-7923



# 3450 Bladensburg Rd Castle – A Home Surplus Company

- A cabinet and door superstore
- Occupied with loading areas
- Random Parking – no parking spaces marked



3512 Bladensburg Rd  
Access Road #1 in Eastgate  
Industrial Park  
AFRIK International Food  
Warehouse

- Business is fully operational and cars and semis are parked in front of the bldg.
- Bldg appears to be in average condition



# Abandoned Parking Garage – Access Road #2 Eastgate Industrial Park

- A two-story parking structure at the rear of the industrial park along the CSX train tracks
- The second floor is blocked off
- The first floor has random cars and trucks parked there.



# 3600 Bladensburg Rd Mr. Car Auto Sales

- Used vehicle auto sales
- Occupied
- Condition of bldg./business – POOR
- # Cars: 50 cars on lot
- QUESTIONS:
  - 1) What is the U&O for number of cars allowed on the property?
  - 2) What is the status of the two buildings on the property and what are they zoned for?
  - 3) History of issues with the property – run off and dumping into Dueling Creek that borders the property.



# 3342 Bladensburg Rd Aramark Warehouse

- Vacant
- Poor Condition
- Large warehouse and loading docks
- Large parking area in front
- Been Vacant for several years
- New roof being replaced (8/2025)



3342 Bladensburg Rd  
REAR –2 businesses  
H&H Bindery  
Gruver Co.

- Vacant and padlocked
- Several security cameras and security lights installed in front and rear of property



## 3308 Bladensburg Rd JTR Automotive Group

- Auto repair and Auto sales
- Poor condition of bldg. and parking
- FLAG: there are approx. 60 abandoned and wrecked cars on the lot – no license tags
- Check to see what the U & O allows on the property



# 3320-3380 Bladensburg Rd Extra Space Storage

- Two buildings – A and B
- Storage spaces for rent and office
- Occupied and well maintained
- Only new construction in Cottage City in 20 yrs (or more)
- Landscaping and trees are will maintained
- In process of replacing the roofs (8/2025)



# 3454 Bladensburg Rd M&G Auto Body Repair and Office Eastgate Industrial Park

- Auto Repair Business and office
- Building and parking lot in poor condition
- 20 abandoned cars and trucks are parked at the side parking lot (no license tags)
- NOTE: there are also a Kelly Welding sign on the front of the building next to bay door



# 3554 Bladensburg Rd

## Closed Business

## Vacant Bldg

- Previously a furniture store – 2 story with parking in the rear and two loading docks
- For lease by KLNb 703-268-2727
- Property in poor condition



# 3566 Bladensburg Rd

## XTRA Fuels Gas Station

- Auto related business – 24 hr gas station borders Dueling Creek
- Occupied
- Condition of Property: Poor
- Recently installed a wooden 6 ft fence along the perimeter of Dueling Creek
- Signage needs painting
- Problems with property:
  - 1) Gas Pumps are often out of order
  - 2) Large amount of trash is generated at the site and blows into the creek and woods.



# Cottage City Business Inventory along Bladensburg Rd. #2

August 19, 2025

Submitted by Denise Hamler on behalf of the  
community

# 3700-3708-3710- 3714 Rear 3708 Bladensburg Rd.

---

- Multi-Unit Block – One Owner
- Two large apartment buildings
- Two homes – one converted to businesses and residences.
- For Sale - \$2.9 million (as of 8/2025)
- Parts pf the buildings are vacant
- The two homes appear to need renovations
- Landscaping is in need of maintenance
- Parking lot in the rear needs repaving



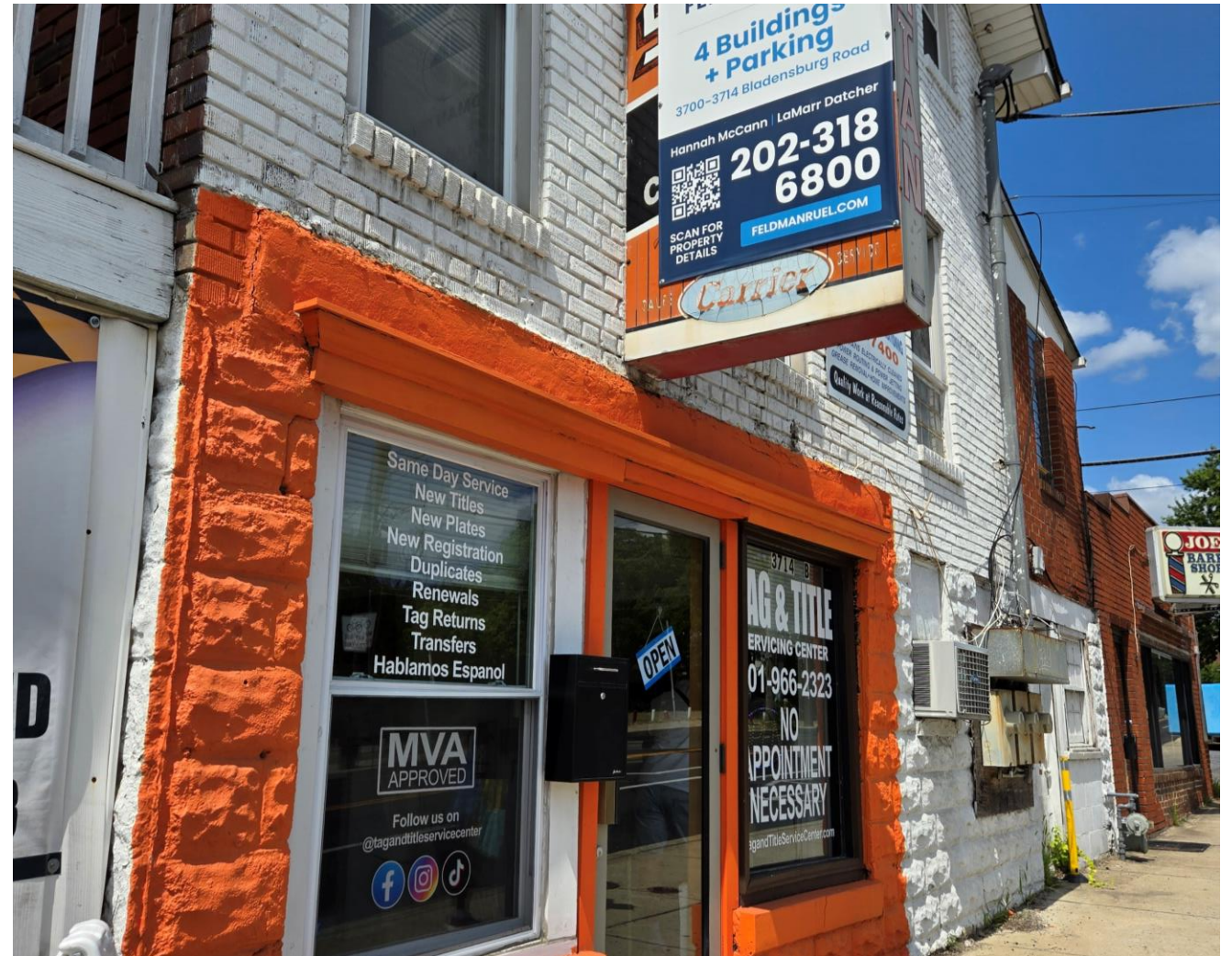
3714 A and B – Bladensburg  
Rd  
Maryland Tag & Auto and Joe's  
#1 Barber Shop

- Buildings are for sale
- One owner – part of the block \$2.9 million (8/2025)
- Occupied
- Average to Poor Condition

Item # 12.



# 3700-3714 Bladensburg Rd -for Sale – 4 bldgs



## 3800 Bladensburg Rd Formerly Port Town Auto

- Prime Corner property at Bladensburg Rd and 38<sup>th</sup> Ave.
- Been Vacant for 5 yrs (est)
- It is on the market – For lease with Divaris -571-389-7362
- The neighborhood would like to see this as a café, coffee shop or brew pup offering local spirits and food options.
- The building is in poor shape and has limited space.
- The parking lot is large but in need of repaving.



# 3804 Bladensburg Rd Universal Dialysis Center

- Medical building and medical servicing walk-in clients includes parking at side and rear of the building
- Occupied and in fair to good condition
- Parking lot needed repairs and repaving
- This business has been here and operating for years.
- **NOTE: the bus stop in the front is always in need of maintenance and trash removal – it does not convey a good image of the building since it is medical facility – this needs to be addressed with appropriate personnel.**



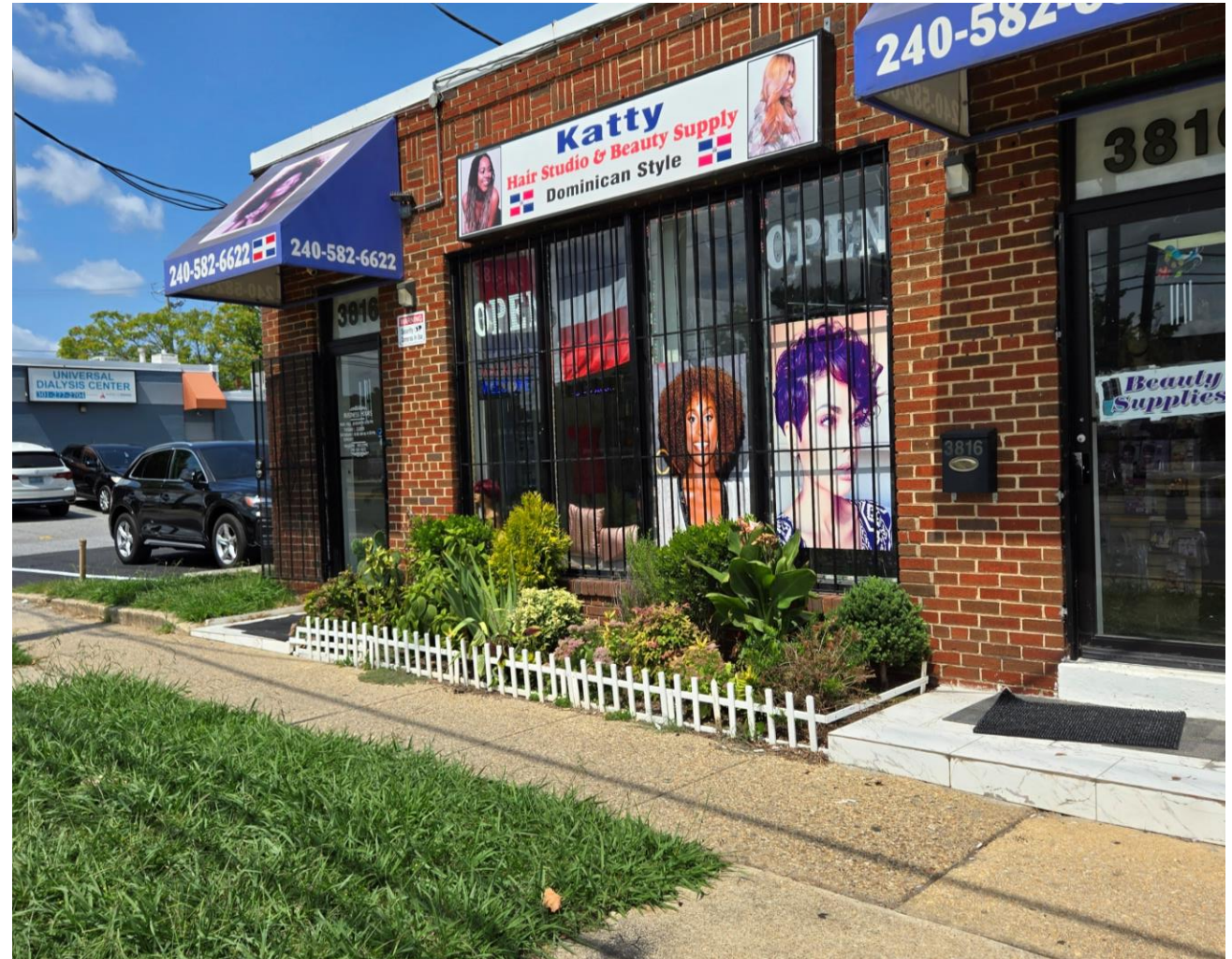
# Rear of 3816 Bladensburg Rd. United Global Express

- Auto related car repair shop
- Occupied and doing work in the parking area outside the building and inside.
- Poor condition
- What is the U & O permitting for this business ?
- What is happening behind the privacy fence?



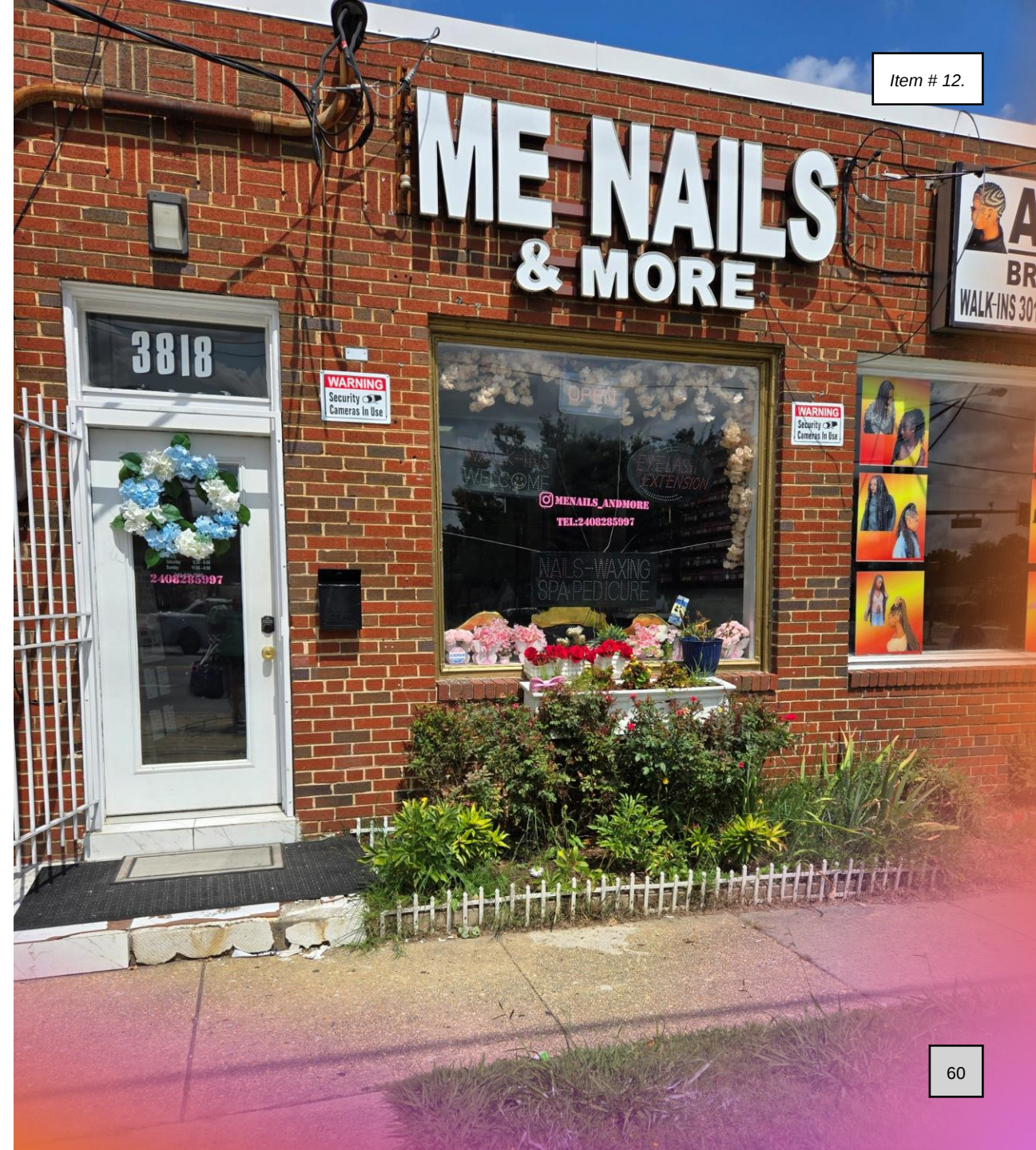
# 3816 Bladensburg Rd Katty Hair Studio & Beauty Shop

- Hair Salon
- Occupied
- Looks to be recently remodeled and landscaping is nice.
- **NOTE: This section of small retail shops turns over frequently – usually hair – barber shop – fitness related.**
- Parking is an issue.
- What else is contributing to the turn over?



## 3818 Bladensburg Rd Me Nails

- Nail Salon and ?
- Occupied
- Building is fair condition
- Landscaping nice
- Limited parking
- Turn over on property an issue



## 3820-3822-3840 Bladensburg Rd – Vacant Properties

- The buildings have recently been closed
- “These buildings not approved for occupancy” posted by the Prince George’s County by Inspector Long on 7/21/2025 – 240-825-9158
- What is the reason for the closing of the properties ?
- Note: Need to contact the owner(s) of these properties.



# 3824 Bladensburg Rd TT Hair Braiding Shop

- Hair salon
- Occupied
- Poor condition

NOTE: Its in between 4 bldgs that have  
have NO Occupancy signage

\* Contact the owner(s) about the situation  
here.



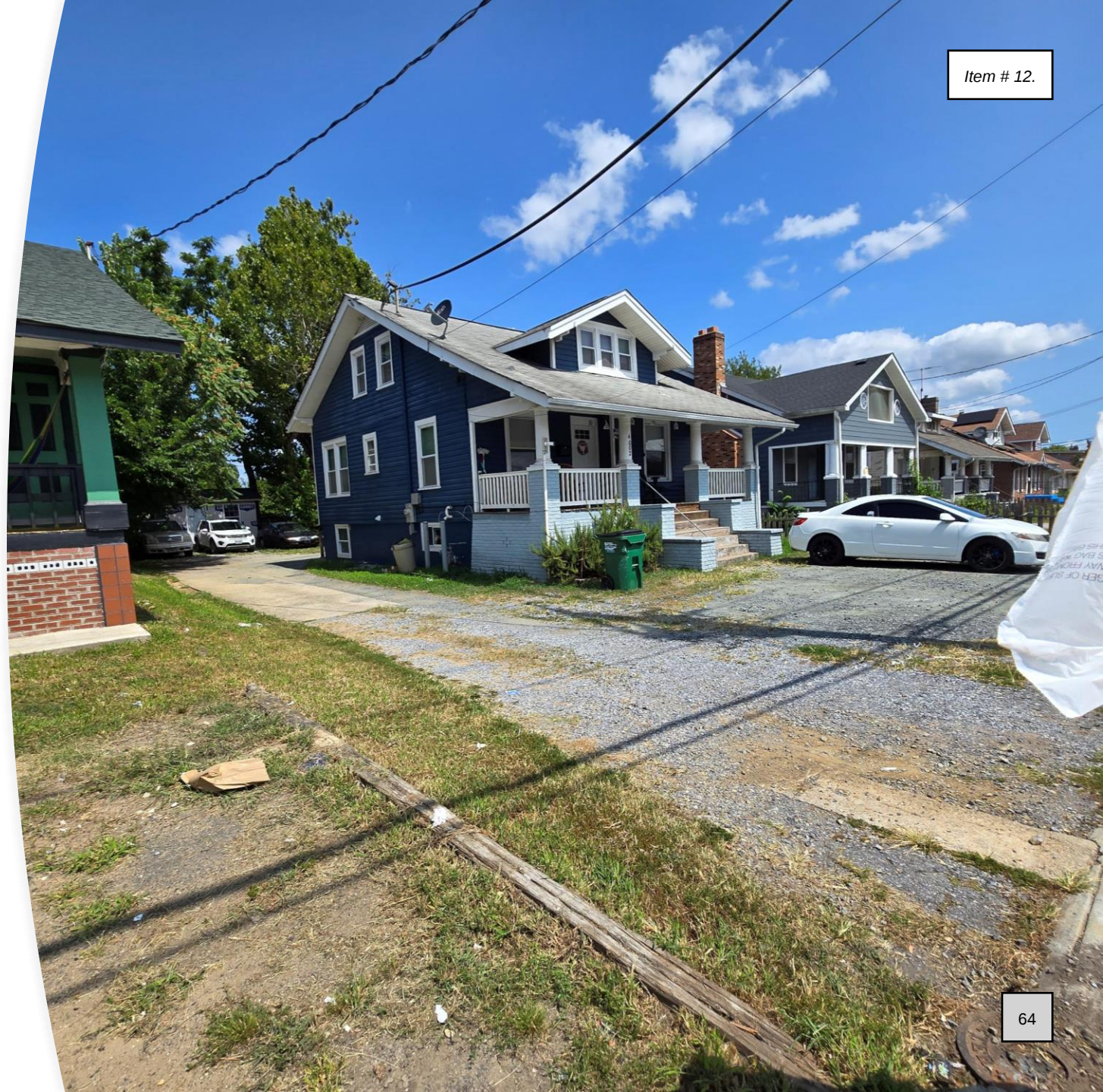
# 3840 Bladensburg Rd

## Former site of Fire Station

- The building has been vacant for a number of years, once used by a local artist and as a church.
- What is the current U& O of the building and why was it posted NO Occupancy?

## 4000-4002-4004-4006- 4008-4009 Bladensburg Rd.

- This is zoned commercial and residential.
- The house are in varied states of maintenance.
- The parking is random and not well maintained.
- The landscaping is not well maintained
- The signage is not well maintained
- There are businesses in the rear of some of these buildings.
- What is the status of the U & O's of this block of businesses?



# 4012 Bladensburg Rd Tire Business

- Not sure what is happening on this lot
- Lots of tires stacked on the property
- What is the U&O of this business?
- Poor condition



## 4014 Bladensburg Rd Ameritech Tires

- Auto related repair shop and tire sales
- Selling and installation happening on the front parking area.
- Poor Condition of property and parking area



4016 -18 Bladensburg  
Rd.

Parking lot in the rear &  
front of the residences

- What is the U& O of the property ?
- Poor condition



## 4020 Bladensburg Rd Lamar Locksmith

- Auto related business
- Occupied as a business
- Parking area need improvements
- Poor Condition
- Poor signage



4022 Bladensburg Rd  
???

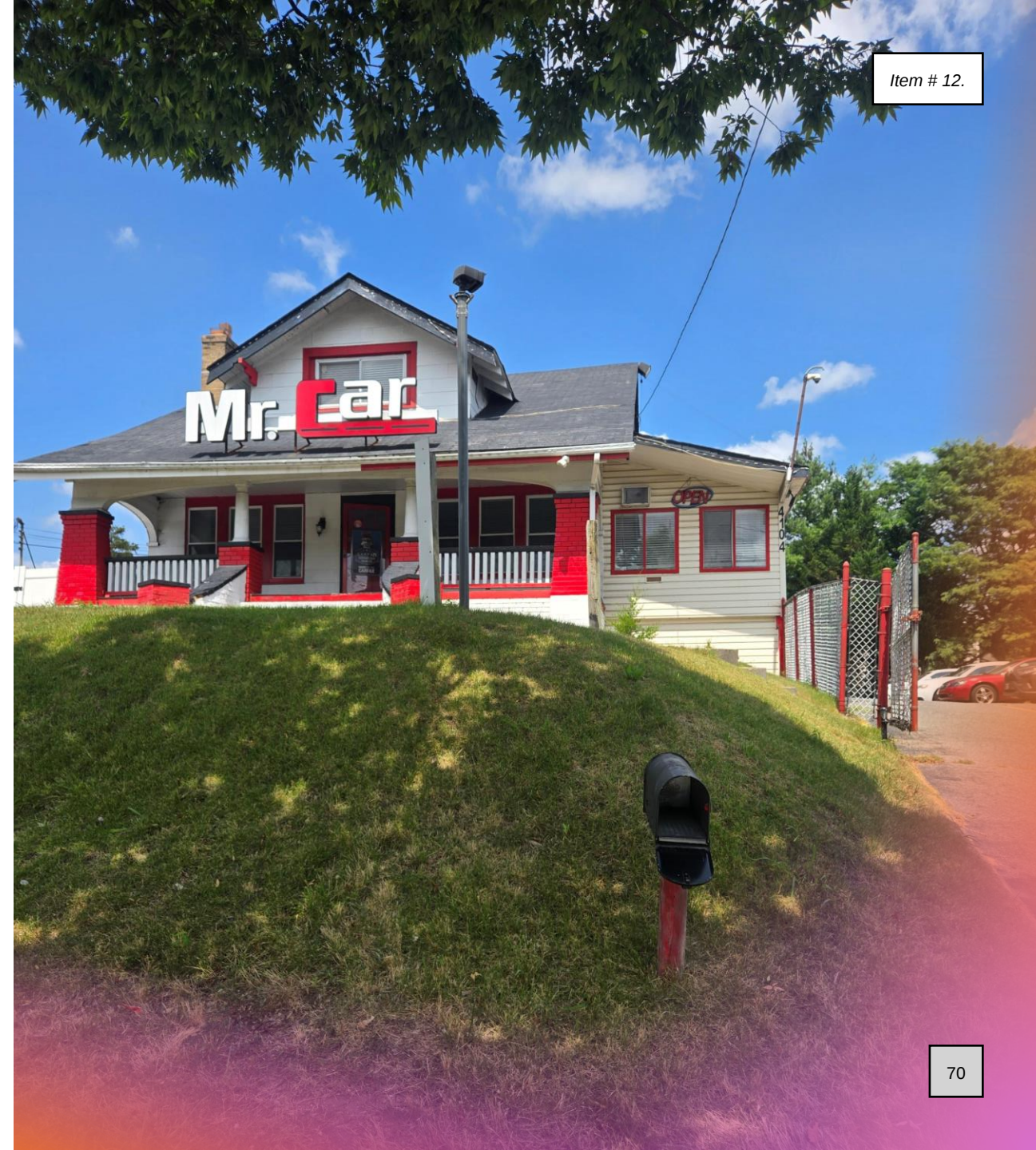
## Vacant corner property

- Not sure what is happening on this property.
- Storage of vehicles and trash – debris in rear
- The fencing has razer wire in the rear parking yard.
- Property and building in poor condition



# 4104 Bladensburg Rd Mr. Car Used Auto Sales

- Mr. Car has two businesses in Cottage City.
- This business is in a remodeled home.
- Average condition
- What is the U&O of the business ?
- How many vehicles are permitted on the property.
- At the time of visit there were approx. 22 vehicles on the lot
- There is a large white tent at the rear – are they doing car maintenance or repair work?



Mr. Car side parking area  
where cars are parked  
4104 Bladensburg Rd

\* What is the occupancy of this property ?



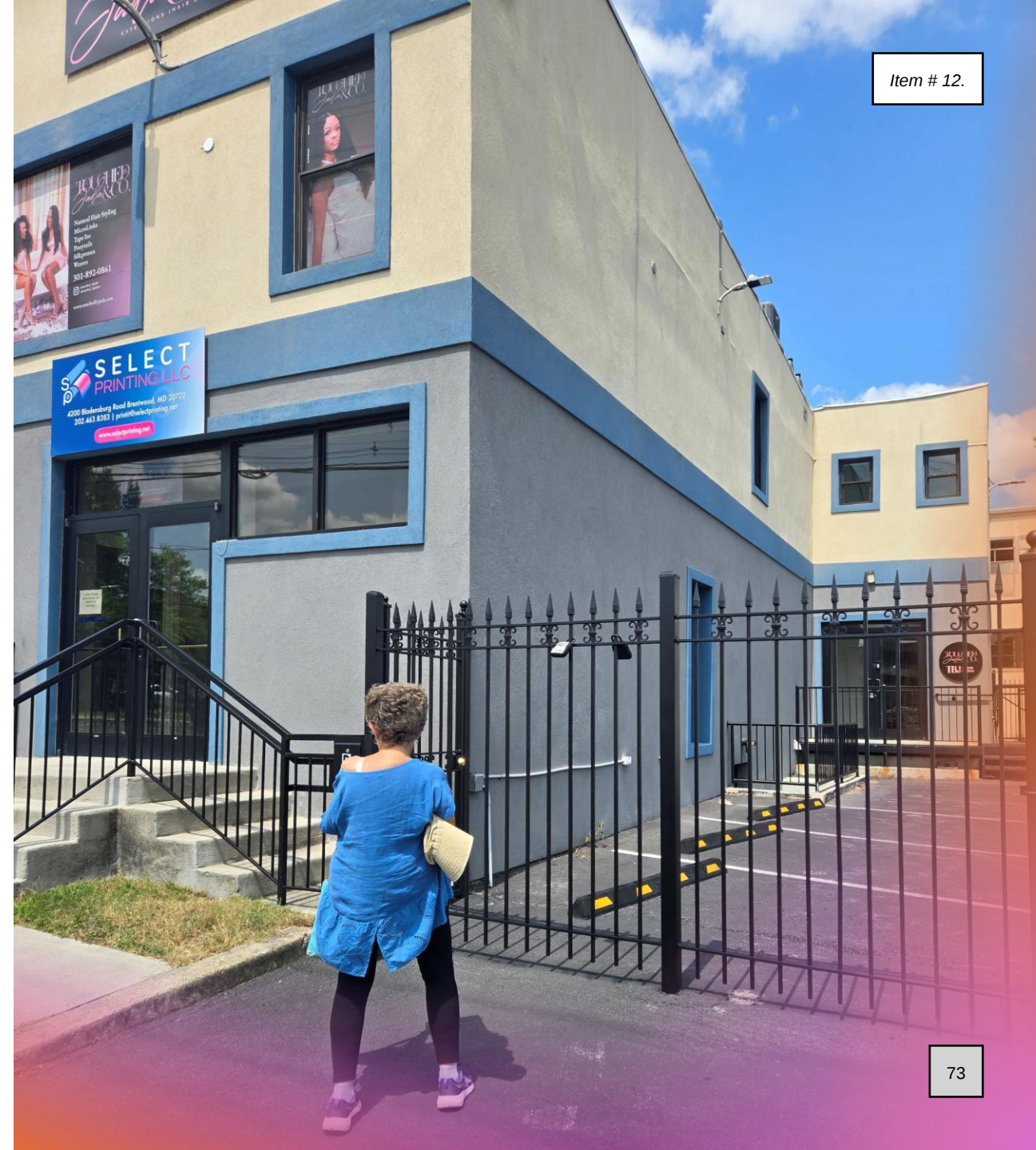
## 3703 42<sup>nd</sup> Ave. – rear of 4200 Bladensburg Rd

- Vacant building for lease
- Office building
- Semi renovated
- Appears in good shape



# 4200 A-B Bladensburg Rd Select Printing LLC and Touched by Jada

- Bldg recently completed renovated and now houses two businesses – printing and salon.
- Large well maintained parking area with fencing
- This is an excellent example of what can be done with property.



# 4204 Bladensburg Rd

## Yangs Auto Repair

- Auto service business
- Office with two bays
- The property, parking area are in poor condition.
- Trash and auto debris throughout the property and building.
- At the time of visit we counted 25 vehicles on the property many do not have valid license tags.



## 4206 Bladensburg Rd Edwin Tire Shop

- Corner property with back storage bay being used to store tires
- The building appears to be in poor condition with storage of tires.
- At the time of visit they were replacing tires in the front parking area.
- What is the U & O of this property ?



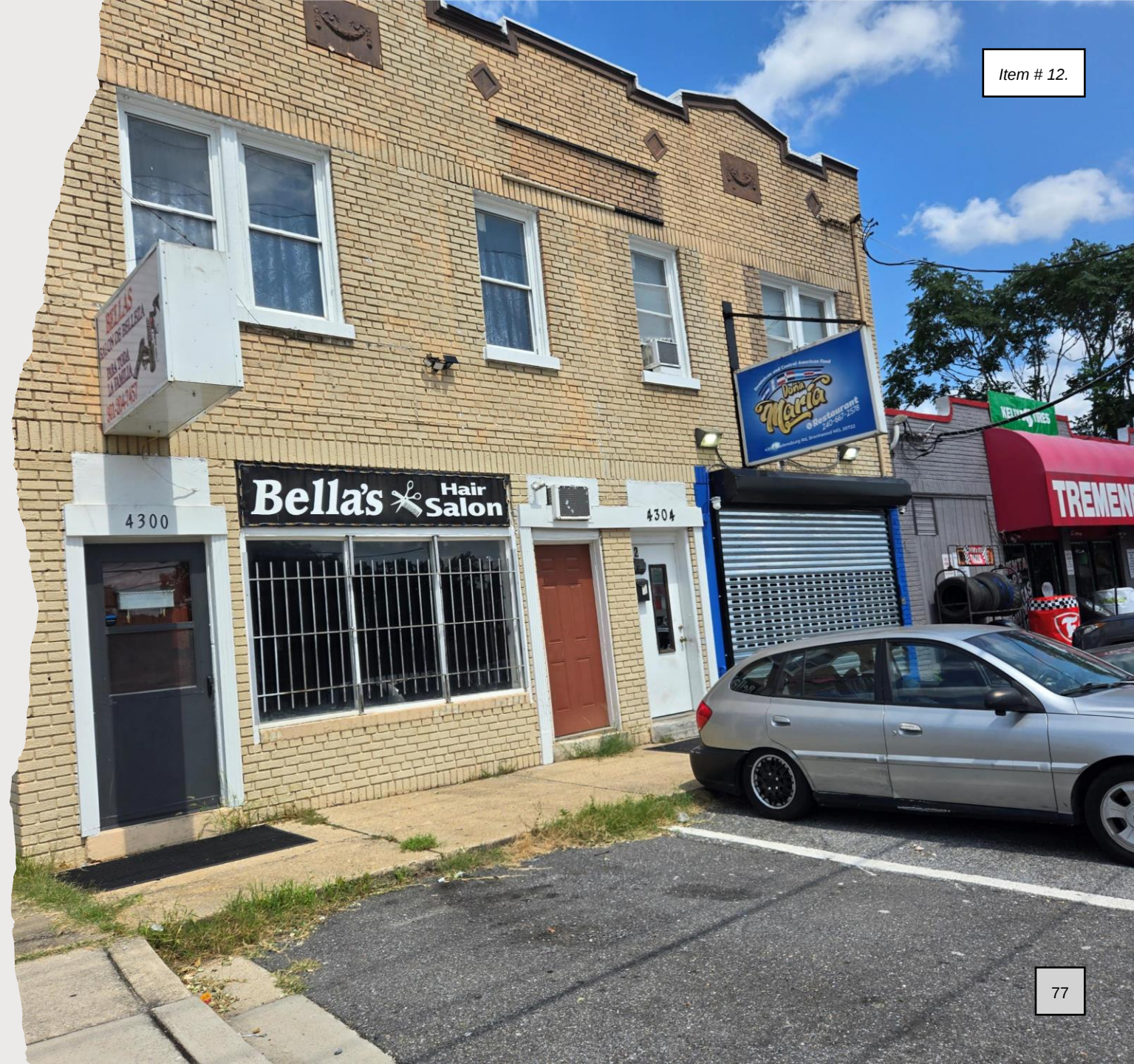
## 4100 Bladensburg Rd. Eurolux Auto Service

- Auto related service business
- History of the property – was closed for illegal activities and opened up again.
- What is the ownership of the property and U & O of the property
- There were approx. 20 vehicles on the property – the back of the property there are more abandoned vehicles.
- Many do not have valid license tags.
- Poor Condition of the building and parking
- Nice metal fencing



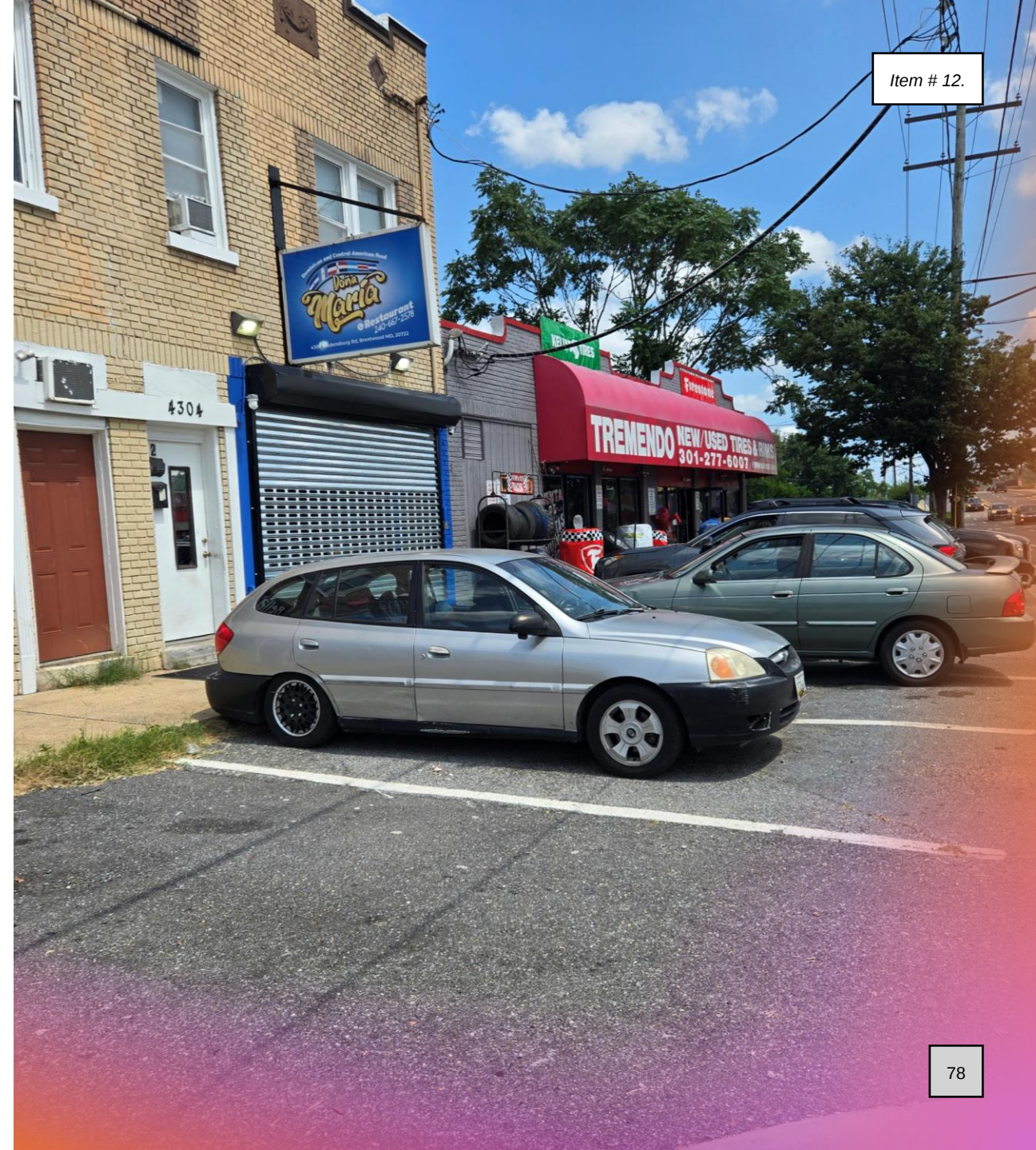
4300 – 4304 Bladensburg Rd  
Bella's Hair Salon and Dona  
Maria

- Hair salon and restaurant
- Vacant
- Trash on property and in need of repair and maintenance to building



# 4318 Bladensburg Rd Tremendo Used and New Tire Sales

- Auto related – tire sales and installation
- At the time of visit they were removing and installing new tire in the front three parking spaces on the street.
- NOTE: often the cars and workers are in Bladensburg Rd. – a dangerous situation.
- Poor signage and access to the property



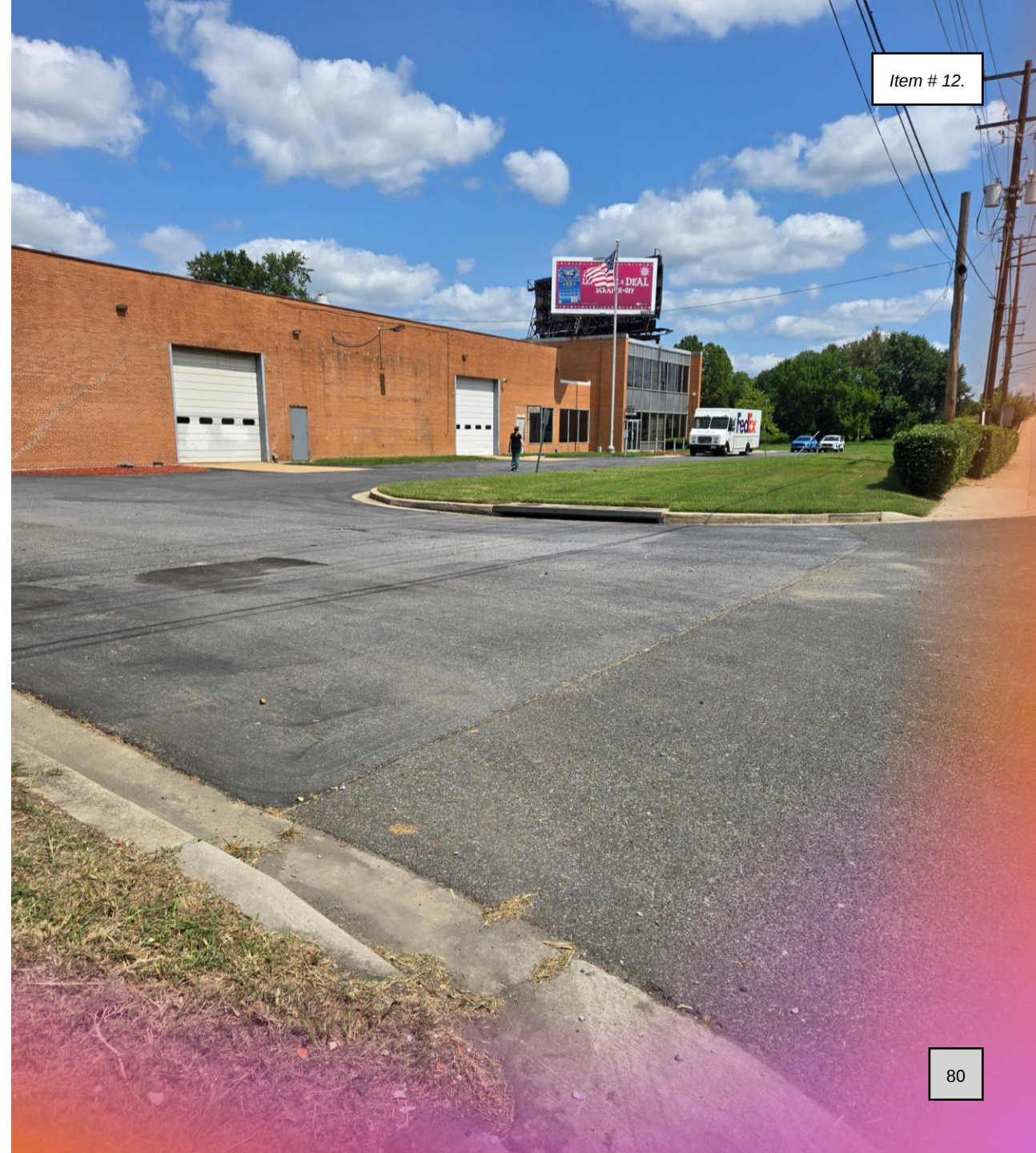
And then there's the allies behind the buildings that need attention

\* Trash, debris, tires and abandoned cars litter the ally ways behind the Bladensburg Rd businesses.



# 4320 Bladensburg Rd Harley Electrical Building and storage lot

- Building, landscaping in good condition
- The storage area in the rear is hidden by fencing
- This is the most well maintained and successful business along the corridor
- We award them the first place trophy and hope we could have more like Harley.
- Congratulations



The End !  
but only the  
beginning.

Thank you for your attention to the  
issues along the Bladensburg Rd  
business corridor.

We look forward to working  
together to attract new  
businesses, remediate problem  
areas, improve our tax base and  
present an image of Cottage City  
that is on the rise and worthy of  
doing business in.

TOWN OF COTTAGE CITY

RESOLUTION 2025-08

Budget Amendment

A RESOLUTION concerning the Cottage City budget amendments for the Fiscal Year ending June 30, 2026.

WHEREAS, the Town of Cottage City adopted the FY2024-2025 Budget by Ordinance 2024-01 on June 12, 2024, which authorizes its subsequent amendment by resolution; and

WHEREAS, notwithstanding the above-referenced budget ordinance, the FY 2026 Budget is also presented and discussed in further detail by enumerating additional sub-categories and detailed line items pertaining to either revenues or expenditures (the “Detailed Budget”), and although not considered incorporated by reference or formally part of the FY 2026 Budget Ordinance, the Detailed Budget is required to reflect the various items discussed therein and shall remain substantially uniform throughout the fiscal year having essentially the same format and items as presented to the Commissioners at the Town meeting wherein the FY 2026 Budget was approved; and

WHEREAS, The Town has identified the need to amend the Fiscal Year 2025-2026 Detailed Line Item Budget to account for added expenditures; and

WHEREAS the Town’s charter requires no public money may be expended without having been appropriated by the Commission, and any transfer of funds between major appropriations for different purposes must be approved by the Commission before becoming effective; and

WHEREAS the Town Manager and Commission have discussed and agreed on amending the Fiscal Year 2025-2026 Detailed Line Item Budget to increase the Community Garden appropriation, from the unused ARPA funding in the amount of \$11,448.

WHEREAS the Town Manager and Commission have discussed and agreed on amending the Fiscal Year 2025-2026 Detailed Line Item Budget to account for the Town’s share of joining the CDC in the amount of \$15,000.

WHEREAS this proposed increase in Fiscal Year 2025-2026 appropriations or Town spending will decrease the amount of Fund Balance or savings available for use in future budget years.

BE IT RESOLVED, that this Resolution shall further amend the Fiscal Year 2025-2026 Detailed Line Item Budget to reflect the following changes to the Detailed Budget.

.....

CAPITALS : Indicate matter added to existing budget  
[Brackets] : Indicate matter deleted from existing budget  
Asterisks \* \* \* : Indicate that text is retained from existing law but omitted herein.

**PROPOSED INCREASE IN REVENUES:**

No change,

**PROPOSED INCREASED / APPROPRIATION/ REALLOCATED EXPENDITURES**

|        |                               |          |
|--------|-------------------------------|----------|
| 5071   | 5071 Community Garden-24 ARPA | \$11,448 |
| 5065.2 | 5065.2 Port Towns CDC         | \$15,000 |

|                                        |                 |
|----------------------------------------|-----------------|
| <b>TOTAL ADDITIONAL APPROPRIATIONS</b> | <b>\$26,448</b> |
|----------------------------------------|-----------------|

\*\*\*

**AND BE IT FURTHER RESOLVED**, that this Resolution shall become effective immediately and may be signed by the Chair on behalf of the Cottage City Commission.

TOWN OF COTTAGE CITY, MARYLAND

By: \_\_\_\_\_  
Wanda Wheatley, Commission-Chair

**CERTIFICATION**

**I, HERBY CERTIFY**, as the duly Town Manager of the Town of Cottage City, Maryland, that on the 10th day of September, 2025, with \_\_\_ Aye votes \_\_\_ Nay votes, \_\_\_ Absent, the aforesaid Resolution 2025-08 Budget Amendment Passed.

By: \_\_\_\_\_  
John Hoatson, Town Manager

|                 |   |                                                                      |
|-----------------|---|----------------------------------------------------------------------|
| CAPITALS        | : | Indicate matter added to existing budget                             |
| [Brackets]      | : | Indicate matter deleted from existing budget                         |
| Asterisks * * * | : | Indicate that text is retained from existing law but omitted herein. |

Page 2 of 2

**Addendum 1 to  
AGREEMENT BETWEEN ALTA CPA GROUP, LLC  
And the Town of Cottage City, Maryland for  
Grant Management**

This Contract Amendment (hereinafter referred to as this “Addendum 1”) to the Agreement between Alta CPA Group, LLC and the Town of Cottage City, Maryland for Grant Management (the “Original Agreement”), is made as of this 1<sup>st</sup> day of September, 2025 by and between Alta CPA Group, LLC located at 59 Franklin Street, 2<sup>nd</sup> Floor, Annapolis Maryland (“Alta”), and The Town Cottage City Maryland, a Maryland municipal corporation (hereinafter referred to as the “Municipality”) (individually, a “Party”, and collectively, the “Parties”).

**WHEREAS** on or about December 16, 2022, the Parties entered into the original agreement.

**WHEREAS** the Parties desire to enter into this Addendum 1 to assign certain responsibilities to Alta CPA Group.

**WHEREAS** the Parties have provided their mutual consent to this Addendum 1 to the Original Agreement.

**NOW, THEREFORE**, in consideration of the mutual covenants contained herein, the above recitals which are incorporated herein by reference and made a substantive part hereof, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Municipality and Alta CPA Group agree as follows:

Term of Contract Addendum - This Contract addendum is for a period of ten months and shall continue through June 30, 2026, at which point both parties can agree to amend or extend the contract as drafted. Either party may cancel this contract with thirty (30) days’ notice to the other party.

Additional Services to be Provided – Additional duties assigned to the contractor from this addendum, The Contractor will assume the duties of the previous Town Grant Manager, these duties include, solicitation of new and renewal of existing grant awards, grant reconciliation, invoicing and reporting, grant project planning and grant budgeting. The Parties agree that Alta may subcontract any of the services it provides to the Municipality in accordance with applicable law and regulation.

Fees- In accordance with the Town’s FY26 budget, and the Town’s cost of staffing the prior position, the additional monthly fee will be \$7,740 for the term of this contract addendum.

**IN WITNESS WHEREOF**, the parties have executed this Contract as of the date first above written.

**ALTA CPA GROUP, LLC**

By: \_\_\_\_\_  
Name: Todd Frankenfield  
Title: Member  
Date: \_\_\_\_\_

**TOWN OF COTTAGE CITY**

By: \_\_\_\_\_  
Name: Wanda Wheatley  
Title: Chair, Town of Cottage City Commission  
Date: \_\_\_\_\_



42988 Fairgrounds Rd  
Leonardtown, MD 20650  
301-904-6458

August 12th, 2025

Town of Cottage City  
3820 40th Ave  
Cottage City, MD 20

Re: Grant Specialist - Via - Alta CPA

Greetings,

Municipal Grant Services has a proven track record of delivering results and is an excellent choice for this contract. Please find attached Mr. O'Connor's resume and outstanding references. Mr. John O'Connor, Principal and Managing Member of Municipal Grant Services, will be the sole individual assigned to submit grants on behalf of the Town and will serve as the primary point of contact. Over the past decade, Mr. O'Connor has secured more than \$45,000,000 in funding for various local governments throughout the State of Maryland. He has successfully submitted well over 500 grants for both nonprofit organizations and government entities, maintaining an exceptional success rate. These awards include Capital Infrastructure grants, public safety grants, capital project grants, Project Open Space funding, DNR waterway grants, and many others. What distinguishes Municipal Grant Services from other grant writing firms is our full-service approach we handle the entire process from start to finish. This includes researching funding opportunities, drafting competitive applications, and providing full or partial grant administration to ensure compliance and successful project delivery. Municipal Grant Services offers turnkey grant operations, consulting, and project management services that minimize the administrative burden on Town staff. Our experience, work product, and client references demonstrate that we are the premier grant writing agency in Maryland, with the training, knowledge, and expertise to deliver measurable results for the Town of Cottage City.

We look forward to the opportunity to work with you and deliver funding success for the Town.

A handwritten signature in cursive script that reads "John E O'Connor".

John E O'Connor  
Managing Member

**OBJECTIVE**

To secure a contractual grant writing position for the Town of Cottage City, Maryland with full responsibility to manage, supervise, implement programs, and work closely with Staff through the prime contractor, Elected officials, Town management, members of the public, and colleagues in the field to facilitate funding related to public safety funding, infrastructure funding, municipal facility construction funding, DHCD funding, LEED Funding, Technology Funding, and other funding available to the municipal corporation.

**SUMMARY OF QUALIFICATIONS**

Accomplished professional with over 20 years of experience who employs state-of-the-art concepts and demonstrates the ability to contribute significantly to a company or organization. A result-oriented professional with excellent in-depth experience in local, state, and national security regulations, budget management, audits, grant writing, and other protocols. Skilled in all areas of government operations, budget management, policies and procedures, administration, and emergency preparedness. Excellent track record and reputation for taking the initiative, executing directives, and implementing strategic planning.

**Expertise in:****Grants Management****Reporting/Instruction****MPCTC Standards****Human Resources****Human Relation Skills****Policy and Procedure****Public Safety Management****Financial Management****Project Management****Government Audits****Government Budgeting****Personnel Management****Community Organizations****Capital Projects****Municipal Annexation****Budget Management****Organizational Skills****Program Management****PROFESSIONAL ACCOMPLISHMENTS AND EXPERIENCE**

TOWN OF FOREST HEIGHTS, Forest Heights, MD

**PROJECT/GRANTS MANAGER**

Effectively upholds the position of Project Manager for the Town of Forest Heights. Works closely with staff, public, outside entities, contractors, other municipal governments to promote the orderly and efficient operation of the town government related to large scale capital projects. Responsibilities include enacting comprehensive plans, contracts, capital project sheets, grants, legislation. Broad authority and responsibility in overseeing a capital plan, budget, and projects through completion. Budget oversight is provided for capital projects. Has Secured over 10M in Grant Funding for the Town.

CITY OF DISTRICT HEIGHTS, District Heights, MD

**2014 – 2016 DEPUTY CHIEF OF POLICE**

Part of the senior management team, responsible for instituting systems that provided effective internal management. Direct responsibility for managing and providing strategic leadership and oversight to assigned departments (Operations, Customer Service, Accounting, IT, and HR).

- Assures protection for the assets of the business through internal control, internal auditing, and policies.
- Responsible for the supervision and management of 50 employees' over 20 public safety contracts.
- Trains over 1,000 police officers and coordinates with various state agencies.

ST. MARY'S COUNTY GOVERNMENT, Leonardtown, MD

2014 – 2023

**COUNTY COMMISSIONER**

Effectively upheld the position of County Commissioner for St. Mary's County and works closely with the other County Commissioners towards the orderly and efficient operation of the county government. Responsibilities include enacting comprehensive plans, overseeing the county's annual budget and finance, debts, contracts and the appointment of department heads and staff in departments. Possess the executive power collectively with the other county commissioners and has broad authority in overseeing an operating budget of over \$325M, and over 1700 employees. Budget oversight is provided for corrections, the Sheriff's Department, States Attorney's Office, and several other state and local entities.

OPTOTRAFFIC, Lanham, MD

2014 – 2016

**CHIEF OPERATING OFFICER**

Part of the senior management team, responsible for instituting systems that provided effective internal management. Direct responsibility for managing and providing strategic leadership and oversight to assigned departments (Operations, Customer Service, Accounting, IT, and HR) and participates in the general management of the company in close support of the Chief Executive Officer.

- **Drove customer satisfaction while maintaining a reasonable cost structure and ensures compliance with governmental, ISO, and management expectations.**
- **Assures protection for the assets of the business through internal control, internal auditing, and policies.**
- **Responsible for the supervision and management of 50 employees' over 20 public safety contracts.**
- **Trains over 1,000 police officers and coordinates with various state agencies.**

LAW ENFORCEMENT INSTITUTE of MARYLAND

2007 – 2014

**EXECUTIVE DIRECTOR**

Developed continuing education courses for the law enforcement community and was responsible for the supervision and management of over 75 law enforcement officers and instructors. Ensured that programs were based on current research, national standards, and best practice. Determined the type of instruction necessary and coordinated and supervised the presentations by various instructors. Spoke before service groups and interested groups of citizens on all aspects of law enforcement and law enforcement training. Assisted in analyzing the training needs of various police and enforcement agencies and adjusts training to these needs. Personally, designs training programs based on the needs of the law enforcement community.

- **Considerable knowledge of professional employee training practices, adult learning theory and practice.**
- **Contributing Author, Firearms Training for the State of Maryland for the Governor's gun control act of 2013.**
- **Knowledge of best practices in law enforcement principles, procedures and techniques, Motor Vehicle Laws, accident and criminal investigation methods and techniques.**
- **Trained over 4,500 Law Enforcement Officers from various federal, local, and state agencies**

## SEAT PLEASANT POLICE DEPARTMENT

2010-2012

2016-2021

**SERGEANT SPECIAL OPERATIONS and TRAFFIC UNIT**

Provided management functions including enacting a K-9 program start up at no cost to the SPPD and sustainment, grant administration for technology integration, and maintained significant roles in major projects designed to upgrade the efficiency and effectiveness of police operations. Developed and successfully implemented security policies, and programs in addition to coordinating personnel development, training, operational plan development, and major incident command. Resolved technical and operational problems, eliminating redundancies resulting in cost savings.

- **Authored Grants which resulted in \$5.5 Million in awarded funds in three years**
- **Monitored all grant requirements and fund expenditures to maintain grant eligibility and report it via quarterly reports to the USDOJ, Seat Pleasant Police Department and Seat Pleasant City Council.**
- **Continued to foster a working and growing relationship with local businesses and community groups ensuring that their needs were met with positive results and a trustworthy relationship.**

## FAIRMOUNT HEIGHTS POLICE DEPARTMENT

2009 – 2010

**ACTING CHIEF of POLICE**

Spearheaded the planning, directing, and controlling the activities of all lower ranking sworn police officers and civilian personnel in the performance of their duties. Responded to the scene of major incidents, whether of a criminal nature or natural disaster, and to assumed field command and remained there until the situation is under control. Supervision was exercised over a large group of subordinates or a small group, and the complexity of work may vary, and the scope of responsibility varied. Responsible for the development and implementation of traffic and security operational plans associated with large scale events, to include entertainment venues

- **Reduced personnel expenses within the budget through better manpower allocation and improved communication, thus reducing overtime expenditures.**
- **Identified and analyzed problems, leading to successful solutions and the implementation of action plans.**
- **Initiated and develop strategic plans to fight crime and work in partnership with surrounding jurisdictions, and exercised immediate remedial action to correct any quality deficiencies that occur in areas of responsibility.**
- **Implemented Non-Standard practices for combating prostitution on the Eastern Avenue corridor working in partnership with the command staff of the Metropolitan Police District of Columbia, Prince George's County Police, and the Citizens Against Prostitution.**

**Seven (7) years U.S. Army military career comprised of the following assignments and some of the missions executed:**

- 212Th Military Police Detachment, Fort Belvoir, VA  
Military Police Sergeant Working Dog Handler/Trainer
- 87<sup>th</sup> Military Police Detachment Criminal Investigation Division  
Investigator Sergeant, Covert Narcotics Unit
- 118TH Military Police Company Law Enforcement Duty, Fort Bragg NC  
Patrol Supervisor, Sergeant
- 108Th Military Police Company – Team Leader, Fort Bragg
- **Managed a squad of experienced investigators, Undercover Narcotic officers and major case investigations associated with the violent crimes of murder, robbery, rape, and sex offenses. Squad investigated all suspicious deaths, suicides, missing persons, and police related shootings in conjunction with the Criminal Investigative Division Agents. I led and supervised a staff of 8 investigators.**
- **Patrol Supervisor in an Airborne Military Police Company in direct support of XVIII Airborne Corps; ensures soldiers and equipment are prepared for Law Enforcement Operations. Worked hand in hand with the Fayetteville Police Department narcotics team, and patrol division.**
- **Trained, counseled, and focused on combat readiness, teamwork, and soldier welfare. Deployed in support of Operation Iraqi Freedom. Wrote the training curriculum for the first Iraq Police Academy used as the foundation for the Police Academy resulting in training over 1,500 Iraqi Police. Iraq currently has over 30 academies.**

## **AWARDS/COMMENDATIONS**

### **MILITARY AWARDS**

Purple Heart, Army Commendation Medal with Valor Device (2<sup>nd</sup> Award), Army Achievement Medal (8<sup>th</sup> Award), Army Good Conduct Medal (2<sup>nd</sup> Award), National Defense Service Medal, Global War on Terrorism Expeditionary Medal, Global War on Terrorism Service Medal, Kosovo Campaign Medal, Iraq Campaign Medal, Army Service Ribbon, Combat Action Badge, Parachutist Badge

### **LAW ENFORCEMENT AWARDS**

Meritorious Action Award x 2  
 Law Enforcement Valor Award  
 Good Conduct Award x 3  
 Meritorious Unit Citation  
 Law Enforcement Service Award  
 2019 State of Maryland Law Enforcement Instructor of the Year  
 2021 State of Maryland Law Enforcement Instructor of the Year

## **EDUCATION**

**B.S Degree, Management, 2014**, the Johns Hopkins University, Baltimore, Maryland  
**A.A. Degree, Criminal Justice, 2010**, Kaplan University, Chicago, Illinois

### **TECHNICAL EXPERIENCE**

Proficient with PC/Mac, Quick Books, ADP, Payroll Management, MS Word, PowerPoint, Access, Outlook, Publisher, Proficient with Excel, Movie Editor, Photoshop, Police RMS, Grant Management System, E-Tickets, ACRS,

### **EXPERT WITNESS**

Court Recognized Expert, Automated Enforcement, **Forest Heights v. Eastover Auto.**  
 Maryland Circuit and District Court 2012

Court Recognized Expert, Narcotics Investigations, **United States v. Sosa 2005**, Fort Bragg, NC

## **PUBLISHED ARTICLES**

***“Set up and Accuracy Testing for Automated Speed Enforcement”*** By John E O’Connor 2012  
International Association of Chiefs of Police

## **SPECIALIZED TRAINING**

Bachelors in science, Management, The Johns Hopkins University  
Johns Hopkins University Public Safety Executive Leadership Institute Graduate  
FBI, LEEDA, Law Enforcement Leadership Training  
Advances Investigations Training, United States Army, US Marshalls  
Expert Enhanced Law Enforcement Instructor, MPCTC  
OC Instructor and Less than Lethal Instructor MPCTC  
Emergency Vehicle Operator Instructor, MPCTC  
Firearms Instructor Type I, II, III, IV, MPCTC  
K-9 Handler, US Army; K-9 Instructor, MPCTC  
Federal Narcotics Investigations, US Army, US Marshall Service  
NYPD Undercover Narcotics Investigations, New York City Police Department  
Police First Line Supervisors School, FTCC and MPCTC  
First Line Administrator Training, MPCTC  
Vehicular Homicide Investigator Level I, II, III (Accident Reconstructionist), PGPD  
State of Maryland Certified Traffic Safety Specialist, MDOT  
Field Training Officer, MPCTC; Field Training Officer Instructor, MPCTC  
Narcotics Interdiction School, Fayetteville Tech  
Highway Narcotics Interdiction School, Fayetteville Tech  
Multi-jurisdictional Counter drug task force, US Army  
Private Pilot Single Engine Land, FAA  
Unmanned Aerial System Pilot, Part 107, FAA  
Motor Vehicle Carrier Enforcement, Maryland State Police  
Advanced DWI detection school, US Army FTCC  
Emergency Vehicle Operator Instructor, MPCTC  
Grants Management  
Fiscal Management and Budgeting processes  
Motorola Records Management System, Instructor Certified, PGPD

### MUNICIPAL GRANT SERVICES REFERENCES

Demetrious Harris  
City Administrator  
City of Seat Pleasant, MD  
[Dharris@seatpleasantmd.gov](mailto:Dharris@seatpleasantmd.gov)

Mr. Marcus Jones  
SA to DCAO PG County Gov  
Town of Forest Heights, MD  
202-839-0480  
[Marcus.Jones@co.pg.md.us](mailto:Marcus.Jones@co.pg.md.us)

Anthony Rease  
Director  
Emergency Managment PG County  
[Anthony.Rease@co.pg.md.us](mailto:Anthony.Rease@co.pg.md.us)  
202-300-3788

Krythlyn Rhoda  
Senior Grants Specialist  
City of Seat Pleasant  
[KRhoda@SeatPleasantmd.gov](mailto:KRhoda@SeatPleasantmd.gov)  
240-883-1357

Ronald Tarpley  
Chief of Police  
City of District Heights  
[TarpleyR@DistrictHeights.org](mailto:TarpleyR@DistrictHeights.org)  
202-361-1109

Colby Phippin Commissioner  
President Town of Hebron, MD  
[Colby.Phippin@gmail.com](mailto:Colby.Phippin@gmail.com)  
443-235-6735

Regis Bryant  
Chief of Police  
City of Glenarden  
[RBryant@CityofGlenarden.org](mailto:RBryant@CityofGlenarden.org)  
240-398-1254

Michelle Bailey-Hedgepeth  
Town of Bladensburg  
667-392-7642



We have prepared a quote for you

1042922 - COT - Town Hall - One (1) Replacement PC

Quote # 025513 Version 1

PREPARED FOR  
Cottage City

# PEAKE™

TECHNOLOGY PARTNERS

P: (410) 777-8331    E: [jbarr@peaketechnology.com](mailto:jbarr@peaketechnology.com)    W: [www.peaketechnology.com](http://www.peaketechnology.com)

## Desktop Configurations

| Description                                                                                                                                                                                 | Price      | Qty | Ext. Price |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|-----|------------|
| <b>Dell Optiplex Desktop Computer / Micro / I5-14500T / 16GB / 256GB.</b>                                 | \$1,102.19 | 1   | \$1,102.19 |
| <b>Dell Upgrade from 3Y Next Business Day to 3Y ProSupport - 24 x 7 - On-site - Technical - Physical</b>  | \$56.84    | 1   | \$56.84    |
| <b>DisplayPort to DisplayPort Cable</b>                                                                   | \$11.36    | 1   | \$11.36    |

Subtotal: **\$1,170.39**



P: (410) 777-8331 E: [jbarr@peaketechnology.com](mailto:jbarr@peaketechnology.com) W: [www.peaketechnology.com](http://www.peaketechnology.com)

## 1042922 - COT - Town Hall - One (1) Replacement PC



### Prepared by:

#### PEAKE Technology Partners

Jim Barr  
(866) 35-PEAKE  
[jbarr@peaketechnology.com](mailto:jbarr@peaketechnology.com)

### Prepared for:

#### Cottage City

3820 40th Avenue  
Cottage City, MD 20722  
John Hoatson  
(301) 779-2161  
[townmanager@cottagecitymd.gov](mailto:townmanager@cottagecitymd.gov)

### Quote Information:

#### Quote #: 025513

Version: 1  
Delivery Date: 09/02/2025  
Expiration Date: 09/23/2025

## Quote Summary

| Description            | Amount     |
|------------------------|------------|
| Desktop Configurations | \$1,170.39 |

Subtotal: **\$1,170.39**  
Estimated Tax: **\$70.22**  
Total: **\$1,240.61**

Taxes, shipping, handling and other fees may apply. We reserve the right to cancel orders arising from pricing or other errors.

## PEAKE Technology Partners

## Cottage City

Signature: \_\_\_\_\_

Name: Jim Barr

Title: Technical Account Manager

Date: 09/02/2025

Signature: \_\_\_\_\_

Name: John Hoatson

Date: \_\_\_\_\_



We have prepared a quote for you

## COT - Windows 10 In-Place Upgrades

Quote # 025519 Version 1

PREPARED FOR  
Cottage City



P: (410) 777-8331    E: [jbarr@peaketechnology.com](mailto:jbarr@peaketechnology.com)    W: [www.peaketechnology.com](http://www.peaketechnology.com)

## Products & Services

| Description                                                                                                                                                                                                                                                                                                                                                                                                        | Price   | Qty | Ext. Price |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|-----|------------|
| <b>Scope of Work:</b> <ul style="list-style-type: none"> <li>Remotely upgrade eligible workstation operating systems from <b>Windows 10 to Windows 11</b>.               <ul style="list-style-type: none"> <li>Workstations that <b>cannot be remotely upgraded</b> will be <b>identified for replacement</b>.</li> <li>All upgrades will be performed <b>during non-production hours</b>.</li> </ul> </li> </ul> |         |     |            |
| <b>Upgrade Windows 10 Pro to Windows 11 Pro</b>                                                                                                                                                                                                                                                                                  | \$35.00 | 10  | \$350.00   |

Subtotal: **\$350.00**



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## COT - Windows 10 In-Place Upgrades



### Prepared by:

#### **PEAKE Technology Partners**

Jim Barr  
(866) 35-PEAKE  
[jbarr@peaketechnology.com](mailto:jbarr@peaketechnology.com)

### Prepared for:

#### **Cottage City**

3820 40th Avenue  
Cottage City, MD 20722  
John Hoatson  
(301) 779-2161  
[townmanager@cottagecitymd.gov](mailto:townmanager@cottagecitymd.gov)

### Quote Information:

#### **Quote #: 025519**

Version: 1  
Delivery Date: 09/02/2025  
Expiration Date: 09/23/2025

## Quote Summary

| Description         | Amount   |
|---------------------|----------|
| Products & Services | \$350.00 |

Total: **\$350.00**

Taxes, shipping, handling and other fees may apply. We reserve the right to cancel orders arising from pricing or other errors.

## PEAKE Technology Partners

## Cottage City

Signature: \_\_\_\_\_

Name: Jim Barr

Title: Technical Account Manager

Date: 09/02/2025

Signature: \_\_\_\_\_

Name: John Hoatson

Date: \_\_\_\_\_

**BRENTWOOD VOLUNTEER FIRE DEPARTMENT INC.**  
3716 RHODE ISLAND AVENUE, BRENTWOOD MD  
20722

PHONE: 301 927-5713 FAX: 301 927-5713

Item # 17.



Dear Mayor & Council,

7-30-25

The Brentwood Volunteer Fire Department is requesting the disbursement of the approved for the department's operations. As you know, we have had limited fund-raising activities in the HALL since the sharing of fees with the other volunteer department and an uptick in costs for items due to the current economy.

This has left us totally dependent economically on outside sources that are available to us. This disbursement will help with insurance payments, fuel, training and minor repairs to apparatus.

Thanking you in advance,

/s/ Wm. F. Broadus - President BVFD

## BUDGET BRENTWOOD VFD 2026

FUEL COST \$300 a month x 12 = \$3,600

INSURANCE \$ 2,409.79 Qt x 4 = \$ 9,639.16

UTILITY TRK \$1,067.08 a month x 12 = \$12, 804.96

DED INSURANCE CLAIMS \$2,500 x 3 Accidents per 365 days

COMCAST CABLE \$300 a month x 12 = \$3,600

OFFICE PHONE & FAX \$397 a month x 12 = \$ 4,764

MAINTENANCE VEH \$3000 per year x 1= \$3,000

TOOLS REPLACEMENT / LOST / STOLEN \$2,500 per year

FOOD FOR VOLUNTEERS \$ 250 a month x 12 = \$3,000

OFFICE SUPPLIES \$1,200 per year x 1 = \$1,200

UNIFORMS/PATCHES \$,3000 per year x 1 = \$3,000

SUBSCRIPTION TO POST OFFICE PO BOX \$218 per year x 1 =\$218

LANDSCAPING TO FIRE STATION \$1,500 per year x 1 = \$1,500

TOTAL LIABILITIES = \$ 56,380 Expenses

## INCOME FOR BRENTWOOD

HALL RENTALS 6 MONTHS - \$30,000

TOWN DISBURSEMENT - \$10,000 x 4 Towns per year = \$40,000

DONATIONS - \$1,000

TOTAL INCOME - \$71,000

DIFFERENCE OF \$ 14,620 per year.



## 2025 Town of Cottage City Scholarship Application

The application must be submitted by Wednesday, August 20, 2025, no later than 4:30 PM.

Who is Eligible? Any resident of the Town of Cottage City who has completed high school and is planning to continue their education, in a junior college, college, technical / trade school, or graduate school.

### Resident Information

**First Name \***

**Last Name \***

**MI**

**Address 1 \***

**City \***

**State \***

**Zip Code \***

**Phone \***

**Email Address \***

**Date of Birth \***



# Academic Records

**High School \***

Bladensburg high school

**Name the College or Institution that you wish to attend and degree expectations. \***

Prince George's community college and I will be studying computer science

**What is your field or specialization of study? \***

Cybersecurity and data science

**Career Plans: \***

Going to community college for 4 years to study computer science and then get a job as a Software Developer

**Extra-Curricular Activities: \***

My Extra-Curricular Activity is play football

**Community Service, Civic Organizations Service, and Awards: \***

80 hours of community service

**Work Experience: \***

I have no work experience

**Special Circumstances or financial need that requires the student pursue a scholarship. \***

Paying for college is not something my parents can afford. We try our best to manage our expenses, but tuition, books, and other school costs would be a big challenge without help. Receiving a scholarship would allow me to focus on my education without putting more stress on my family.

**Essay Question: Why I should consider a career in municipal government? Upload your essay once completed. \***

Choose File

[Screenshot\\_2025-08-07\\_at\\_1.18.05PM.png](#) (95 KB)

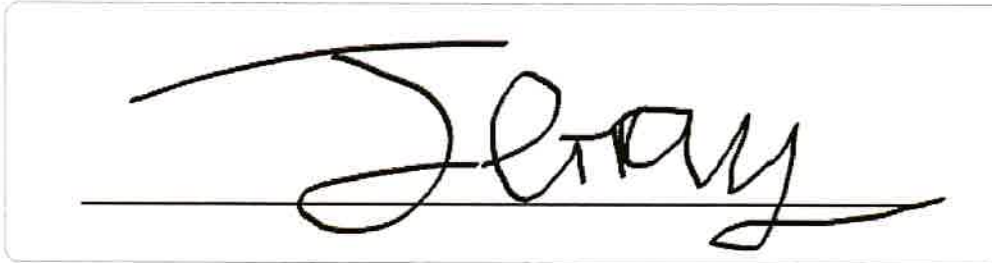
**Official Transcripts of scholastic record(s) (Upload your transcripts) \***

Choose File

[IMG\\_7006.jpeg](#) (625 KB)

I certify that the information given in this application is true and accurate.

**Signature: \***



[clear](#)

**Date: \***

08/07/2025



The application must be submitted by Wednesday, August 20, 2025, no later than 4:30 PM.

Powered by  **formsite**

I'm studying computer science because I want to be a software developer. I like building things with code and solving problems with technology. Working for my city sounds like a good way to use my skills to help people. I could make websites or apps that make life easier, like paying bills online or finding local services. I want a job where I'm not just writing code, but actually helping my community. That's why I think working in local government could be a great fit for me.



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**MI**

**Address 1 \***

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**State \***

**Zip Code \***

**Phone \***

**Email Address \***

**Date of Birth \***



## Academic Records

### High School \*

Bladensburg high school

### Name the College or Institution that you wish to attend and degree expectations. \*

Prince George community college

### What is your field or specialization of study? \*

Radiography

### Career Plans: \*

I'm currently working on joining the radiography program at PGCC. I have passion in caring for patients and residents as I work as a Certified nursing assistant in a long term facility.

### Extra-Curricular Activities: \*

I volunteer for events with the Takoma Police Department. I also have experience in being an explorer with the Cottage city police department as well.

### Community Service, Civic Organizations Service, and Awards: \*

I've gotten awarded for helping out during COVID food distribution in the town of cottage city. I've also gotten recognition for volunteering in events such as national night out and other activities in the Takoma Park police department as well.

### Work Experience: \*

I have retail experience such as cashier, customer service support, restocking and working with machines.

I have health experience such as working as a nurse assistant. I assist the nurse and patients. I care for the patients, assist in showering and bathing, feeding and

### Special Circumstances or financial need that requires the student pursue a scholarship. \*

I'm applying for this scholarship because it will support my education journey. As there is limited seats in this program, I'm determined to secure my spot. I've met all requirements and willing to continue doing anything to help my chances to get in.

**Essay Question: Why I should consider a career in municipal government? Upload your essay once completed. \***

Choose File

[scholarship\\_essay\\_8-6.docx](#) (16 KB)

**Official Transcripts of scholastic record(s) (Upload your transcripts) \***

Choose File

[transcript\\_2023.PDF](#) (11 KB)

I certify that the information given in this application is true and accurate.

**Signature: \***

  
\_\_\_\_\_

[clear](#)

**Date: \***

08/06/2025



The application must be submitted by Wednesday, August 20, 2025, no later than 4:30 PM.

Powered by  **formsite**

Elizabeth Hernandez

Why I should consider a career in municipal government?

A career in municipal government gives you the passion to help people and the community. You give help by providing resources for those in need, keeping the streets clean, keeping the community safe, and informing them of every update. Being able to help people brings joy and relief.

Municipal jobs also come with great benefits. You have a secure job, grow professionally, and connect with many people. A way I would be great in a municipal government position would be helping the elderly residents in the community. As many struggle with transportation, housing, and physical work, I would like to help them get to doctor appointments and provide resources that can help them.

Most of all, I love to help those in need, even if I can provide resources for them. Having a municipal government job would deeply help to achieve this goal- to help the community, keep the streets clean, and keep the community safe.



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**Last Name \***

**MI**

**Address 1 \***

**City \***

**State \***

**Zip Code \***

**Phone \***

**Email Address \***

**Date of Birth \***



## Academic Records

### High School \*

Eleanor Roosevelt High School

### Name the College or Institution that you wish to attend and degree expectations. \*

University of Maryland (College Park)

1st Bachelors Degree

### What is your field or specialization of study? \*

Business Studies

### Career Plans: \*

1. Graduate: Business degree in hand.
2. Entry-Level Job: Get a job in operations or supply chain.
3. Gain Experience: Learn the ropes and build skills.
4. Advance: Move into higher-level roles over time.

### Extra-Curricular Activities: \*

Drumming Band (Banda De Guerra): Performed at Hispanic Heritage Festivals and Mexican Independence Day events. Practiced and performed traditional Mexican drumming songs. Played drums for a dancing group in a D.C. parade.

### Community Service, Civic Organizations Service, and Awards: \*

Cottage City Police Department Volunteer:  
Assisted in Food Banks for the Community  
Helped organize community events like anniversaries and Halloween trunk or treats, wrapped presents, and distributed them to the community.

### Work Experience: \*

Joe's Movement Emporium - Creative Works Internship  
Created Graphic Design Media, such as posters, Photoshop, Websites, Logos, and Flyers.

### Special Circumstances or financial need that requires the student pursue a scholarship. \*

- \* Low family income
- \* Single-parent household
- \* First-generation college student
- \* Attending a high-cost program or institution

**Essay Question: Why I should consider a career in municipal government? Upload your essay once completed. \***

Choose File

[ALISON\\_ESSAY.pdf](#) (70 KB)

**Official Transcripts of scholastic record(s) (Upload your transcripts) \***

Choose File

[CamScanner\\_8-15-25\\_18.10\\_1.JPG](#) (1.47 MB)

I certify that the information given in this application is true and accurate.

**Signature: \***

  
A rectangular box containing a handwritten signature in black ink. Below the signature is a horizontal line.

[clear](#)

**Date: \***

08/15/2025



The application must be submitted by Wednesday, August 20, 2025, no later than 4:30 PM.

Powered by  **formsite**

**Alison Nahuacatl**

**August 2025**

**Town of Cottage City Scholarship Application**

### **Municipal Government Essay**

The meaning of life. A subject no human can fully come to terms with.

The meaning is not fully understood, and those who have written on it often find themselves debating others with their own interpretations. Everyone in existence is at a different point in their lives, whether they're getting married, starting college, learning how to walk, or even saying their final goodbyes.

With so many lives unfolding in so many ways, it's impossible for everyone to agree on one "purpose." But what we do share is the desire for meaning, which often arises in times of uncertainty or change. Change is created by life's events, and uncertainty usually appears during moments that impact us. Like adversity. These can be painful experiences that shift our view of the world, force us to grow up, or break parts of us that once felt untouched. It's during these moments that people often feel alone, confused, and deeply misunderstood. These are the times when we need others the most. As we move through life, not everyone is in the same place. Some are struggling, while others are thriving. But those who are in a good place have the power to help those who are not. That's where community comes in.

Where we live becomes more than just shelter; it becomes part of a community. These communities then have the power to shape lives. They offer safety, connection, and support, which can be crucial, especially during times of need. Understanding people's struggles and offering a helping hand can create real change. That's where the municipal government comes in. A career in municipal government means helping manage and strengthen communities on a local level and where help is most direct and personal.

This can be seen in public safety. Like in the role of police officers. Having people you can count on in moments of distress, or simply knowing there are systems in place to keep your community safe, builds trust and peace of mind. This sense of security and support can open up someone's life in ways they didn't expect. It brings people together, sparks new connections, and makes communities stronger. And for some, it can even restore hope.

These claims don't just arise from research but rather my experiences. In 2020, I moved to a new town. My previous neighborhood didn't feel safe or welcoming. People kept to themselves or argued over small things. I didn't feel comfortable stepping outside or getting involved. But my new town was completely different. There was a sense of energy, opportunity, and involvement. I noticed community events being organized, and I began to appreciate the effort behind them. The work of the municipal government, the organization, and the care. It became something I really admired. That same year, during the pandemic, I got involved with my local police department by joining the Explorers program. Together with the team, I helped organize and support community events like delivering holiday gifts, decorating for Halloween, and setting up food bank boxes every two weeks. These weren't just tasks but rather moments of connection. I saw how small acts of service could lift someone's day or ease a family's struggle. And I saw firsthand the impact of a government that truly works for its people.

Being involved gave me something more than volunteer hours. It gave me a sense of purpose. I felt safe, seen, and connected. It reminded me that helping even one person can make a difference. The meaning of life isn't something we need to define perfectly. Maybe it's about how we show up for others. How we build each other up. How we support our communities. That's why considering a career in municipal government is something to be held for consideration. My town's leaders helped create change for me and allowed me to be part of it.

Explore opportunities in community governance. To become part of the change, someone's helping hand and assist in shaping the future with a stronger community.