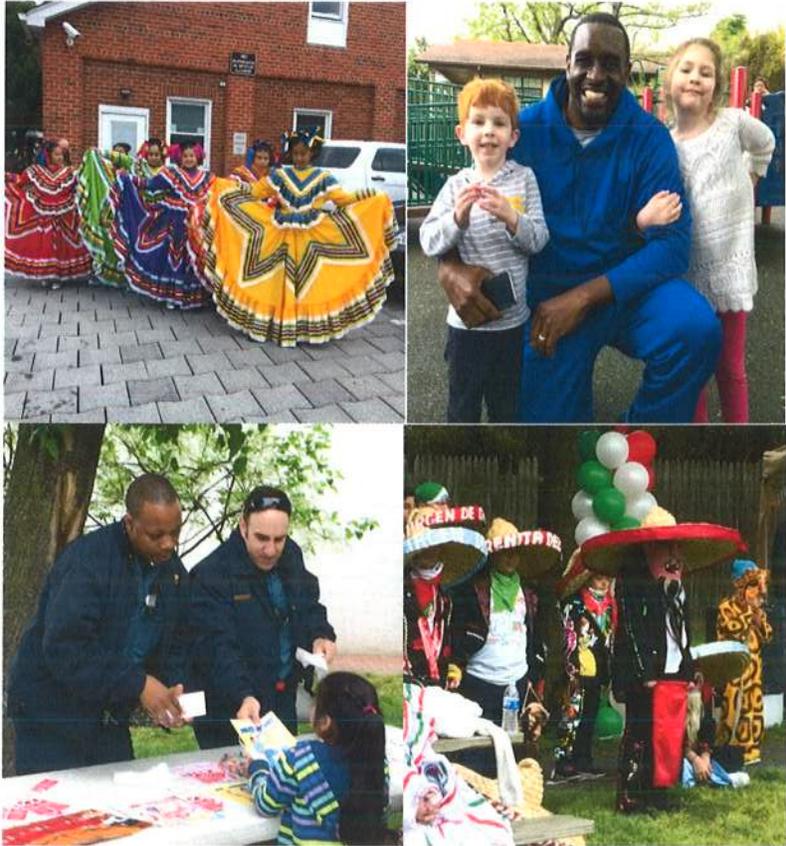


Town Administrators April 2016 Monthly Report





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Dear Mayor and Council,

First off, I want to take this opportunity to thank you for providing me with the chance to serve this great Town. I look forward to working collaboratively with all of the Town's stakeholders and community partners in creating an economically sustainable community and positioning the Town to be at the forefront of jump starting the redevelopment of one of the key Gateway communities into Washington, D.C.

My goal is to prepare a monthly report designed to provide you with up-to-date information on Town operations; as well as help you stay informed about what staff is working on and to keep you informed on the status of Town projects.

The Town staff and I will continue to make every effort to increase efficiencies in Town services as we serve the citizens of Bladensburg. On behalf of the Town staff, I hope you find this report to be an informative tool that assists you, the policy makers, in better serving the Town of Bladensburg, and provides transparency and useful information to the citizens and businesses of the community. I look forward to hearing any feedback you may have. Please feel free to contact me with any questions, comments, and/or suggestions regarding this report.

EXECUTIVE SUMMARY

I have spent the first four weeks as your Town Administrator learning, listening and gathering information from various stakeholders and partners, both internally and externally. As I start to assimilate all of the information provided to me over the past several weeks I will begin working with staff to identify the best approach in addressing any concerns and bring forth any recommendations to the Mayor and Council to consider.

Along with the Town Treasurer and the Chief of Police, we have been busy preparing the fiscal 2017 budget to present to you for consideration and comments. The Treasurer has been finalizing the proposed budget to present to the community for comments and final discussion by the Mayor and Council. Staff has already had two budget work sessions with the Mayor and Council and a community work session to hear comments from the citizens. The budget will be presented for adoption during the June 13, 2016 Town Council meeting.

CURRENT & UPCOMING PROJECTS

STRATEGIC PLAN

One of my primary priorities at this time is to focus on resuming the Strategic Planning Process first initiated under the previous Town Administrator John Moss. The purpose of the Strategic Plan is to create a vision and mission statement for the Town, and to identify goals, objectives and priorities to help guide the Town of Bladensburg over the next five years.

Working with Jacqueline McCray from Management Partners, the process so far has included two community focus groups held on October 14 and November 18, 2015. The objective of the focus groups was to gather community input involving the following areas.

- Land Use, Zoning and Building Permits
- Housing, Code Enforcement, Infrastructure and beautification
- Economic Development
- Community Character and Workforce
- Governance and Financial Management
- How to Improve Service Quality
- SWOT – Strengths, Opportunities, Weaknesses and Threats

After speaking with Jacqueline, it was determined more stakeholder involvement was needed in order to create a Comprehensive Strategic Plan representative of the whole community. The additional stakeholders will include but not limited to:

- Business Owners
- Commercial Property Owners
- Senior Citizens
- Town residents
- Staff

The outreach will involve:

- Additional focus groups
- Sending a survey out to residents and Town businesses
- Conducting a survey of the Mayor, Council, and Town staff to gather their input

Once the focus groups are completed and the information and data from the surveys are compiled, the information will be forwarded to Jacqueline and she will incorporate this

information with what she has already gathered to use as the foundation for drafting a plan to present to the Mayor and Council.

GRANTS

Both Lt. Flynn and Ms. Pat McAuley have been busy working on managing and administering the following grant programs:

1. CBDG PY39R Grant through the Department of Housing and Community Development - \$119,000– The funding from this grant will be used for the new Pavilion that will be located in the Town Green; and for fencing running from Tilden Road to Upsher Street. The estimated start time for the project is late June/early July and is expected to be completed by the end of the summer.
2. CDBG PY39 Grant - \$89,450 – The funds for this will be used for street improvements on 53rd Place (milling and repaving of the road).
3. Maryland Historical Trust Grant – Funds from this grant are to be used towards Bostwick Window restoration.
4. Maryland Natural Resources Grant – \$147,000 – Funds from this grant will be used towards the addition of an adult sitting area, exercise stations in the Town Green; and replacing the existing walkway with a cushioned walking path, making it easier for our seniors and residents with knee and joint problems to walk while visiting the park. Each of these will be installed at the same time the Pavilion is installed.
5. Community Legacy Grant – Big Belly Trash Receptacles - \$750,000– Through the Community Legacy Grant program, Lt. Flynn was able to purchase 11 Big Belly Trash Receptacles to be distributed between several participating Collaborative Partners. Two receptacles will be distributed to each of the following communities:
 - Mount Rainer
 - Edmonston
 - Colmar Manor
 - Cottage City

The Town of Bladensburg will be receiving three of the Big Belly Trash Receptacles and will be placed in the following locations:

- Bus Stop located on Edmonston and Annapolis Road
- Bus Stop located at 57th and 58th Avenue
- Town Hall Park next to the adult sitting area

6. MEA Weatherization Grant – \$750,00- The funding from this grant is shared with the participating municipalities as part of the MEA Collaborative Program and can be used for such items as improvements to hot water systems, lighting retrofits, upgrading aging appliances, insulation in the attic, floors and walls and to clean and tune the furnish. The Weatherization Assistance Program helps eligible low-income households lower their energy costs by increasing the energy efficiency of their homes, while ensuring their health and safety.
7. Department of Housing and Community Development Grant – \$150,000 - the funding from this grant is used to assist qualified residents in rehabilitation of their homes. Over the past three years over 400 residents in Prince Georges County and the Town have benefited from this program.

The Town of Bladensburg was selected to receive the Maryland Municipal League's Achievement Awards at their Annual Convention this summer on June 27, 2016. The Town will receive the award in the medium town population category for management and administration of the Prince George's Municipal Collaboration program, a program comprised of 19 municipalities working jointly together to provide no cost residential weatherization upgrades and structure rehabilitation for low to moderate income families.

Total Grant Funding applied for and awarded - \$1,212,500.

CAPITAL PROJECTS

- Public Works is currently soliciting bids to re-mill and repave 46th Street between Usphur and Tanglewood.
- Staff will focus on the section of 46th street between Annapolis Road and Upsher once the construction from the Beyond Nightclub is completed.

MEETINGS/EVENTS/COMMUNITY INVOLVEMENT

- Attended the County Executive's State of Economy Breakfast.
- Met with Rodney Barnes, Town Administrator with Edmonston to learn about the Port Towns initiatives.
- Participated in the Edmonston Road Planting meeting with the representatives from Prince Georges County, the State Highway Administration, architects and staff to discuss the type of plants the Town desires to see planted as part of the County and States Stormwater Management program. The County and state will be removing the existing sidewalk between Upsher and Buchanan Street and replacing with a more pedestrian friendly walkway and updating the wet swales to better handle the stormwater water

management runoff in this area. The architect working with the County and State will be coming back to present options on types of plants for the Town to consider.

- Facilitated a joint meeting with the Mayor and the B5 Initiative to discuss improving communication and collaboration between the Town and the B5.
- Attended the Port Towns meeting to kick off the planning for the Annual Port Towns Day.
- Met with Pastor Crawford to discuss possible rehabilitation of aging commercial centers.
- Met with Nancy Meyer from Community Forklift to learn about what they do and to discuss the Community Development Center.
- Met with former Town Administrator John Moss and Chris Melendez to gather information and to acquire an historical perspective on issues and concerns facing the community.
- Attended the Walmart community meeting.
- Met with Craig Romm and David Kaizer from Serten Advisors, a Commercial Broker, to discuss redevelopment opportunities in the Town.
- Attended the Town's Cinco De Mayo Festival.



BLADENSBURG LIBRARY

Ms. Debra Capponi, Librarian III from the Bladensburg Branch, notified the Town that the call for bids for a new library have gone out. Although details such as dates, scheduling of community meetings, etc. have not been firmed up, they have been informed the new library will be at the same location as the current library. They will move to a temporary location in the area while the new library is being built.