



City of Bowie

Regular City Council Meeting

Tuesday, September 3, 2024
Council Chambers - 8 p.m.

AGENDA

- I. CALL MEETING TO ORDER**
- II. PLEDGE OF ALLEGIANCE**
- III. QUORUM**
- IV. AGENDA ADDITIONS/DELETIONS/AMENDMENTS**
- V. CITIZEN PARTICIPATION**
- VI. PRESENTATIONS**
- VII. CITY BOARDS AND COMMITTEES**
 - A.** Appointments/Reappointments/Swearing-in
- VIII. COUNCIL ANNOUNCEMENTS**
- IX. CITY MANAGER'S REPORT**
- X. CONSENT AGENDA**
 - A.** Approval of June 28, 2024 Special Council Meeting Minutes
 - B.** Approval of August 5, 2024 Council Meeting Minutes
 - C.** Adoption of Resolution R-56-24 Waiving the Bidding Requirements of Section 61 "Purchasing and Contracting" of the City Charter, for Good Cause Shown, to Allow the City to Enter Into a Contract with Commercial Carpets of America, Inc. for Flooring Replacement
 - D.** Introduction of Ordinance O-8-24 Amending Chapter 26 "Zoning," Article II, Sec. 26-48 "Final Decision of City Council" of the Code of the City of Bowie to Clarify the Timing of Actions Required of the City Council Regarding Recommendations of the Advisory Planning Board
- XI. OLD BUSINESS**
 - A.** Adoption of Ordinance O-7-24 Amending the Adopted Budget for the Fiscal Year Beginning July 1, 2024 and Ending June 30, 2025, as Embodied in Ordinance O-4-24, to Appropriate Funds for the following Projects and Grants: an Additional \$122,000 for the Public Arts Bowie Sign Project, \$58,500 for Energy Efficiency and Conservation Strategy, Additional Grant Funding to the Maryland Women's Business Center (MWBC) Totaling \$120,000, and Funding for the Emergency Operations Center in the Amount of \$237,500 - **Public Hearing/Eligible for Action**
- XII. NEW BUSINESS**
- XIII. ADJOURNMENT AND MOVE TO CLOSED SESSION**

- A.** To adjourn to closed session under the statutory authority of the Md. Annotated Code, General Provisions Article §3-305(b)(1): "To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; or any other personnel matter that affects one or more specific individuals." and (7) "To consult with counsel to obtain legal advice."

Note: The Ethics Commission has advised that under certain circumstances, members of the public may qualify as lobbyists when they testify before the City Council. If so, the Bowie Ethics Ordinance requires that certain information be filed with the Ethics Commission. Please review the information about lobbying that is provided with the City Clerk. If you have any questions about lobbying, please contact the Ethics Commission or the Assistant City Manager.

This meeting will be televised live on Verizon Channel 10 and Comcast Channel 71 and 996, repeated on 9/4/2024 and 9/7/2024 at 7:00 p.m., and [web-streamed live](#).

For a closed-captioned version of the meeting video, please go to <https://www.youtube.com/user/cityofbowiemd/playlists> and select the 2024 Council Meetings list. Once the meeting video opens, be sure to click on "CC" button to turn on closed captioning.

NEXT REGULAR MEETING OF THE BOWIE CITY COUNCIL - MONDAY, SEPTEMBER 16, 2024 - COUNCIL CHAMBERS - 8:00 P.M.



Memorandum

TO: City Council

FROM: Awilda Hernandez, City Clerk

SUBJECT: Committee Appointments/Reappointments/Swearing-in

DATE: 08/29/2024

Committee Appointments:

1. Mr. Miguel Rios was interviewed on August 5, 2024, for appointment to the Green Team Executive Committee. Council concurred to appoint him to the Committee as a Youth Member for a 2-year term. Please have Councilmember Rogers move to appoint him.
2. Ms. Addie Khanu was interviewed on August 5, 2024, for appointment to the Education Committee. Council concurred to appoint her to the Committee as a Regular Member for a 2-year term. Please have Councilmember Ndebumadu move to appoint her.

ATTACHMENTS: None

SPECIAL CITY COUNCIL MEETING MINUTES

FRIDAY, JUNE 28, 2024

CALL MEETING TO ORDER:

The Special Meeting of the Bowie City Council was held on Friday, June 28, 2024, in Room 181 at City Hall. Mayor Adams called the meeting to order at 1:01 p.m.

PLEDGE OF ALLEGIANCE TO THE FLAG:

Mayor Adams led the Pledge of Allegiance to the Flag of the United States of America.

QUORUM:

In attendance were Mayor Adams, Councilmembers Brady, Ndebumadu (arrived 1:46 p.m.), Rogers, and Truesdale, City Manager Lott, Assistant City Manager Mears, Emergency Management Director Cornwell and City Clerk Hernandez.

NEW BUSINESS:

City Council met with Prince George's County Fire Chief Tiffany Green, Bowie Volunteer Fire Chief Jonathan Howard, and Prince George's County Fire Department Operations Chief James McClelland to receive a briefing on the department's decision to remove career staffing from Bowie Fire Station #39.

Fire Chief Green stated that the department is facing a critical staff shortage. Currently they have 251 vacancies. Due to this shortage, current staff has been required to work mandatory overtime which is resulting in the detrimental health and well-being of personnel. A temporary staffing reallocation was needed to relieve some of the burden on the firefighters during the summer months. The department conducted an analysis of stations that could reallocate career personnel with minimal impact on emergency service calls. Bowie Station #39 is one of them. The effective date of reallocating the career staffing from Station #39 is Sunday, June 30, 2024. The department has been authorized to hire 150 more firefighters in FY 2025.

Council thanked Fire Chief Green and her staff for the briefing.

ADJOURNMENT:

Councilmember Brady motioned to adjourn the Special City Council meeting. Councilmember Rogers seconded the motion. Motion passed 5-0. The meeting was adjourned at 1:50 p.m.

Awilda Hernandez, MMC
City Clerk

REGULAR CITY COUNCIL MEETING MINUTES

MONDAY, AUGUST 5, 2024

CALL MEETING TO ORDER:

The Regular Meeting of the Bowie City Council was held on Monday, August 5, 2024, in Council Chambers at City Hall. Mayor Adams called the meeting to order at 8:01 p.m.

PLEDGE OF ALLEGIANCE TO THE FLAG:

Mayor Adams led the Pledge of Allegiance to the Flag of the United States of America.

QUORUM:

In attendance were Mayor Adams, Mayor Pro Tem Woolfley, Councilmembers Brady, Estève, Ndebumadu, Rogers, and Truesdale, Assistant City Manager Mears, City Attorney Levan, City Clerk Hernandez and Staff.

AGENDA ADDITIONS/DELETIONS/AMENDMENTS:

None.

CITIZEN PARTICIPATION:

1. Les Kaunitz – Spoke about the shortfalls in the County and State budgets and knows Council will have a struggle in preparation for next year's City budget.

PRESENTATIONS:

Mayor Pro Tem Woolfley motioned to adopt Proclamation P-12-24 Proclaiming July 31, 2024, as World Ranger Day in the City of Bowie. Councilmember Brady seconded the motion. Motion passed unanimously. Council presented the proclamation to the City's Park Rangers.

CITY BOARDS AND COMMITTEES:

None.

COUNCIL ANNOUNCEMENTS:

Councilmember Ndebumadu noted that Morgan Hawkins from PBS Student Learning Labs was present at the meeting and was working on a piece on youth views on local government.

Mayor Adams encouraged residents to attend the monthly Prince George's County DPIE presentations on the process of their department. He also reminded residents of National Night Out which will be held at Allen Pond Park at 6:00 p.m. on Tuesday, August 6.

Councilmember Rogers commented on the survey that went out to residents for their input on the City's strategic plan.

CITY MANAGER'S REPORT:

Assistant City Manager Mears reported on the change of hours for trash pick-up during the summer months. Trash pick-up will begin at 6:00 a.m. through September 30.

CONSENT AGENDA:

Mayor Pro Tem Woolfley motioned to approve Consent Agenda item: A) Approval of June 3, 2024 Council Meeting Minutes; B) Approval of June 17, 2024 Council Meeting Minutes; C) Approval of July 1, 2024 Council Meeting Minutes; D) Approval of July 8, 2024 Council Meeting Minutes; E) Adoption of Resolution R-49-24 Waiving the Bidding Requirements of Section 61 "Purchasing and Contracting" of the City Charter, for Good Cause Shown, to Allow the City to Enter Into a Contract With Ashton Manor Environmental LLC for Fall Street Tree Planting in City Right-of-Ways; F) Adoption of Resolution R-50-24 Waiving the Competitive Bidding Requirements of Section 62 "Cooperative Bidding" of the Charter of the City of Bowie to Allow the Purchase of Sixteen (16) Police Vehicles Through Two (2) State of Maryland Procurement Contracts; G) Adoption of Resolution R-51-24 Waiving the Competitive Bidding Requirements of Section 62 "Cooperative Bidding" of the Charter of the City of Bowie to Allow the Issuance of a Purchase Order for Police Vehicle Upfitting Services Through a Howard County Procurement Contract; H) Adoption of Resolution R-52-24 Waiving the Competitive Bidding Requirements of Section 61 "Purchasing and Contracting" of the City Charter to Allow the City Manager to Issue a Purchase Order to Deere & Company and Authorize the Purchase of a John Deere 1600 Turbo Terrain Cut Commercial Wide-Area Riding Mower; I) Adoption of Resolution R-53-24 Waiving the Competitive Bidding Requirements of Section 61 "Purchasing and Contracting" of the Charter of the City of Bowie and Awarding a Contract to Jesco, Inc. in the Amount of \$138,610 for the Purchase of One Backhoe, by Piggybacking a Sourcewell Contract; J) Adoption of Resolution R-54-24 Authorizing the Issuance of a Purchase Order to EBA Engineering, Inc., for Task Order/RP #5-07 in the Amount of \$119,759.35 in Accordance With the Master Contract Approved on January 22, 2019; K) Adoption of Resolution R-55-24 Approving an Agreement Between the City and the American Federation of State, County and Municipal Employees; L) Introduction of Ordinance O-7-24 Amending the Adopted Budget for the Fiscal Year Beginning July 1, 2024 and Ending June 30m 2025, as Embodied in Ordinance O-4-24, to Appropriate Funds for the Following Projects and Grants: an Additional \$122,000 for the Public Arts Bowie Sign Project, \$58,500 for Energy Efficiency and Conservation Strategy, Additional Grant Funding to the Maryland Women's Business Center (MWBC) Totaling \$120,000, and Funding for the Emergency Operations Center in the Amount of \$237,500. Mayor Pro Tem Woolfley seconded the motion. Motion passed unanimously.

OLD BUSINESS:

A. Council discussion on street striping to control speeding on neighborhood streets - Mr. Jose Aldayuz, Public Works Director, commented that his department is working with the Planning and Sustainability Department to do street striping on the streets as they are getting paved. There is a process that has to be followed by state regulations in order to do the striping, it has to have a planning effort and then it is reviewed by an engineer to make sure that it complies with the NTUBC. Mr. Aldayuz requested for Council to have a little patience with staff as this is a learning process for this new plan.

Councilmember Ndebumadu would like to be informed frequently on the process in order to be able to communicate the status with residents. She also commented that this could be an opportunity to use Smart Cities Technology.

Council concurred to have staff do the striping on the streets as they are being repaved and provide Council with updates as they are being done.

B. Economic Development Promotion/Marketing – Councilmember Ndebumadu commented that \$50,000 was placed in the budget for a focus on marketing the City and actively recruit new businesses. City priorities need to be provided to Mr. King in order to finalize and RFP.

Councilmember Rogers stated that she would like to know what the best marketing channels are to use for specific businesses.

Councilmember Brady stated that he believes that the City should establish a Bowie Economic Development Corporation.

Councilmember Truesdale stated that whatever strategy is used, it needs to give the City control.

Council concurred to have staff proceed with the RFP focusing on the best ways to market the city to attract new businesses to the city.

NEW BUSINESS:

A. Bulk Trash Pick-up, Solid Waste General Rules and Special Agreements – Councilmember Ndebumadu welcomed representatives of several condominium associations within the City of Bowie and invited them to make comments in regard to this matter.

Ms. Patricia Irving, resident of Covington Condominiums, read comments in reference to bulk trash pick-up being stopped at condominiums (Copy of comment attached).

Mayor Adams asked the City Attorney if there is a different law in the City Code or tax bracket differentiating bulk trash removal between homes and condos.

City Attorney Levan responded that she could not answer because she has not been involved in policies regarding bulk trash.

Assistant City Manager Mears stated that not all services that the City provides would be availed to all residents, for example some neighborhoods have sidewalks and are part of the sidewalk maintenance service, or a neighborhood that has a park versus one that does not.

Mayor Adams asked what caused the decision to stop collecting the bulk trash in the condominiums if it was being done.

Assistant Public Works Director, Trey Robbins, stated that to his knowledge if bulk trash pick-up was being done in the condominiums, it was being done improperly and the crews were informed that it would not be continued.

Mayor Pro Tem Woolfley asked if any of the condominiums had a private company pick up bulk trash for them. Mr. Fauzi, Property Manager of For All Residences, LLC stated that Covington never had a private company, but he believes that some of the other condominiums did and once the City started picking up they discontinued that service.

After further discussion, Council concurred to have staff provide detailed information on why, and when did the bulk trash pick-ups stopped at condominiums/multi-family dwellings, as well as how were the costs absorbed in the previous years when it was picked up at Covington, and research if there are

any clauses in annexation agreements that might give light to this on those properties at the next Council meeting.

B. Preliminary Plan #4-24007, Melford Towns – Planning Director, Joe Meinert summarized the staff report. The developer is requesting the City's approval recommendation for a Preliminary Plan of subdivision containing 28 lots and four parcels on 2.59 acres, located on the south side of Lake Melford Avenue, east of Curie Drive, in the Town Activity Center-Edge (TAC-E) Zone. The proposed development will replace one 94,068 square foot multi-family apartment building containing 71 dwelling units previously approved in Detailed Site Plan #22043 for Melford Mansions.

Mr. Robert Antonetti with the Law Offices of Shipley, Horne, representing the developer thanked Council for this consideration and is available to answer any questions.

Public Hearing:

Since there was no one signed up to speak, Mayor Adams declared the Public Hearing to have been held.

Councilmember Brady motioned to approve Preliminary Plan #4-24007, Melford Towns. Councilmember Rogers seconded the motion. Motion passed 5-1 (Woolfley). Councilmember Truesdale was not present at the time of vote.

C. City's Transportation Priority List – Planning Director, Joe Meinert and Transportation Specialist, Ridwan Coker, summarized the priorities on transportation in the City to receive input from Council and be able to draft letters with the priorities to be sent to the County and State. The City's priorities continues to be MD 197, MD 450 and Church Road.

Mayor Pro Tem Woolfley and Councilmember Brady both stated that they would like to see improvement on Church Road in the northern end of it. Councilmember Brady also stated that on US 301 capacity and safety improvements between Excalibur Road and MD 214 are needed.

Council concurred to send the City's Transportation Priority List to the State and County with added recommendations.

ADJOURNMENT:

Mayor Pro Tem Woolfley motioned to adjourn the regular City Council meeting and will not be adjourning to Closed Session. Councilmember Rogers seconded the motion. Motion passed unanimously. The meeting was adjourned at 10:33 p.m.

Awilda Hernandez, MMC
City Clerk

To the City Council Members, Tim Adams, Mayor and the City of Bowie Staff, Ladies and Gentlemen, Good Evening,

First, let me take this opportunity to introduce myself, Patricia Irving, and I am a resident of Covington Condominium and with me is Mr. Fauzi, Property Manager of For All Residences, LLC. We are here tonight to speak of behalf of the Condominium Associations in the City of Bowie.

Allow me to bring to your attention the matter of Bulk Trash removal for condominiums in the City of Bowie. This is a shared responsibility that appears to be distributed in an unfair manner compared to single-family homes and townhomes in this area. As Homeowners of this community, we feel the need to address this concern.

We must bring to your attention that Bulk Trash Removal Service had been picked up for years in our communities, but abruptly came to a halt several months ago. The Board Members and the Property Manager of Covington Condos have met with the City Manager and the head of Public Works. We feel that the answers we received to our concerns from the City Officials were unacceptable and did not address our concerns justly or fairly. This is why we stand before this Council tonight.

As responsible tax-paying citizens in the City of Bowie, we are neglected regarding bulk trash removal. Therefore, our Associations are subjected to paying an outside contractor to remove bulk trash. This has created undue stress on our Association fees. Trash Removal service is included in the taxes we pay to the City of Bowie as Homeowners.

We feel that not providing Bulk Trash is discrimination to Condo Associations and that we should not be denied the Bulk Trash Removal Service. We are ONLY advocating for the Condo Associations, not apartments which are not property owners.

Here are some of our concerns regarding Bulk Trash Removal Service.

1. Why? We clearly don't understand this neglect to remove Bulk Trash for Condo Associations/Homeowners as the part of the city in which we live.
2. Since, this service is no longer being done, can our Homeowners taxes be adjusted?

3. How can we have Bulk Trash Service restored to the Condominiums in the City of Bowie?

4. Can the Council inform us when and why condos were eliminated from the original Ordinance for bulk trash pickup.

5. Until this situation is rectified, can the Council and or the City of Bowie establish a monthly bulk trash pickup for the Condo Associations in the City of Bowie.

In closing, let me thank you for the opportunity to address this Council and to speak on behalf of the condominium associations in the City of Bowie. If there are any questions, please feel free to address them to Mr. Fauzi, Property Manager, For All Residences, LLC.



Memorandum

TO: City Council

FROM: Alfred Lott, City Manager

SUBJECT: Award a Contract for Flooring Replacement at Multiple City Facilities (Phase 1) to Commercial Carpets of America, Inc.
Resolution R-56-24

DATE: 08/29/2024

The City of Bowie intends to replace flooring in the Welcome Center, Bowie Gymnasium Classroom 1 & 2, Kenhill Center Multipurpose Room 101, City Hall Conference Room 243, and portions of City Hall 1st floor as Phase 1 of a multiyear project. City staff found a cooperative contract through Prince William County on which the City can piggyback.

The adopted FY25 budget has appropriated \$193,000 for the replacement of flooring in the Welcome Center, Bowie Gymnasium classrooms 1 & 2, Kenhill Center multipurpose room 101, City Hall conference room 243, and City Hall 1st floor Phase 1. Under the Prince William County contract, Commercial Carpets of America has given a price for Phase1 of One Hundred Forty-Eight Thousand Three Hundred Ninety-Seven Dollars and Seventeen Cents (\$148,397.17), which is within budget.

The Department of Community Services recommends waiving bidding requirements for good cause shown, as allowed by Section 61(b) of the City Charter, for Phase 1 of the flooring replacement project.

I concur with the recommendation of the Department of Community Services and request your approval of Resolution R-56-24.

ATTACHMENTS: 1. 20240903 - Resolution R-56-24

RESOLUTION
OF THE COUNCIL OF THE CITY OF BOWIE, MARYLAND
WAIVING THE BIDDING REQUIREMENTS OF
SECTION 61 "PURCHASING AND CONTRACTING" OF THE CITY CHARTER, FOR
GOOD CAUSE SHOWN, TO ALLOW THE CITY TO ENTER INTO A CONTRACT
WITH COMMERCIAL CARPETS OF AMERICA, INC. FOR FLOORING
REPLACEMENT

WHEREAS, the Charter of the City of Bowie, Maryland (hereinafter, "the City"), Section 61(b)(1) requires that all expenditures for, *inter alia*, materials, construction of public improvements or contractual services involving more than Twenty-Five Thousand Dollars (\$25,000) be made by written contract upon sealed bids to the lowest responsive bid; and

WHEREAS, City Charter, Section 61(b)(3) provides that the City Council by a two-thirds vote may waive the bidding requirements of Section 61(b)(1) for good cause shown; and

WHEREAS, the City of Bowie intends to replace flooring in the Welcome Center, Bowie Gymnasium Classroom 1 & 2, Kenhill Center Multipurpose Room 101, City Hall Conference Room 243, and portions of City Hall 1st floor; and

WHEREAS, Prince William County has a contract for such services with Commercial Carpets of America, Inc. that is available for the City of Bowie to use; and

WHEREAS, Commercial Carpets of America, Inc. has agreed to provide these services to the City of Bowie at the same price established in the Prince William County contract; and

WHEREAS, the value of the contract exceeds Twenty-Five Thousand Dollars (\$25,000); and

WHEREAS, the City Council deems the fact that the Prince William County contract was awarded to Commercial Carpets of America, Inc. after a competitive bidding process constitutes good cause to waive the bidding requirements otherwise required by Section 61 of the Charter.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Bowie, Maryland, upon a two-thirds vote,

Section 1. The competitive bidding requirements of Section 61 of the Bowie City Charter are for good cause shown, hereby waived.

Section 2. The City Manager is hereby authorized to enter into an agreement with said company for the above-mentioned item, in the amount of One Hundred Forty-Eight Thousand Three Hundred Ninety-Seven Dollars and Seventeen Cents (\$148,397.17).

INTRODUCED AND PASSED by the Council of the City of Bowie, Maryland at a Regular Meeting on September 3, 2024.

ATTEST:

THE CITY OF BOWIE, MARYLAND

Awilda Hernandez
City Clerk

Timothy J. Adams, Mayor



Memorandum

TO: City Council

FROM: Alfred Lott, City Manager

SUBJECT: Amending Chapter 26 "Zoning", Article II, Sec. 26-48
Ordinance O-8-24

DATE: 08/29/2024

The City Attorney has advised the updating of Chapter 26 "Zoning" provisions regarding final decisions of City Council. Several clarifications are proposed to be added to the existing language that pertain to appeals from actions taken by the Advisory Planning Board and final decisions of the City Council. These changes will result in the provisions in the City Code being more consistent with standard practices.

Recommendation

Staff recommends Council Introduction of Ordinance O-8-24 and scheduling of a public hearing on September 16, 2024.

ATTACHMENTS: 1. 20240903 - Ordinance O-8-24

ORDINANCE
OF THE COUNCIL OF THE CITY OF BOWIE, MARYLAND
AMENDING CHAPTER 26 “ZONING,” ARTICLE II, SEC. 26-48 “FINAL DECISION OF
CITY COUNCIL” OF THE CODE OF THE CITY OF BOWIE TO CLARIFY THE TIMING
OF ACTIONS REQUIRED OF THE CITY COUNCIL REGARDING RECOMMENDATIONS
OF THE ADVISORY PLANNING BOARD

WHEREAS, pursuant to Md. Code Ann. Land Use Art. (“LU”), § 25-301, the Bowie City Council, as the governing body of the City of Bowie, may exercise certain powers delegated to it by the Prince George’s County Council sitting as the District Council regarding design standards; parking and loading standards; sign design standards; lot size variances and setback and similar requirements; landscaping requirements; certification, revocation, and revision of nonconforming uses; minor changes to approved special exceptions; vacation of municipal rights-of-way; and certain detailed site plans; and

WHEREAS, the Prince George’s County Council has, pursuant to Subtitle 27 “Zoning” of the Prince George’s County Code, delegated certain authority to the City with respect to the exercise of these powers; and

WHEREAS, pursuant to the foregoing delegated authority, the City enacted Chapter 26, “Zoning”; and

WHEREAS, staff recommends that Sec. 26-48 “Final Decision of the City Council” be amended to clarify the timing required for City Council action regarding the various matters regarding which it receives recommendations from the Bowie Advisory Planning Board; and

WHEREAS, for efficiency of operations, the City Council desires to amend Sec. 26-48 as recommended.

Section 1: NOW, THEREFORE, BE IT ORDAINED AND ENACTED, by the Council of the City of Bowie, that Bowie City Code, Chapter 26 “Zoning,” Article II “Municipal Zoning Authority,” Sec. 26-48 is hereby amended to read as follows:

Section 26-48. Final Decision of the City Council.

A. Not less than fifteen (15) days after receipt of a recommendation of the Advisory Planning Board regarding a variance ~~or within 30 days after receipt of a recommendation regarding any other request under this Article~~, a majority of the City Council may adopt the recommendation of the Advisory Planning Board by consent, unless within that fifteen (15) day period, a councilmember either files with the City Clerk a written request for oral argument on the matter or makes a verbal request for same at a

BOLD SMALL CAPS : Indicate language added to the City Code.
Strikethrough : Indicates language deleted from the City Code.
***** Asterisks** : Indicate language contained in the City Code that remains unchanged and is not reproduced in the ordinance.

City Council meeting, or exceptions and a request for oral argument ~~are~~ **IS** filed. **FOR ALL OTHER MATTERS REGARDING WHICH THE ADVISORY PLANNING BOARD MAKES A RECOMMENDATION, WITHIN THIRTY (30) DAYS AFTER RECEIPT OF A RECOMMENDATION OF THE ADVISORY PLANNING BOARD, A MAJORITY OF THE CITY COUNCIL MAY ADOPT THE RECOMMENDATION OF THE ADVISORY PLANNING BOARD BY CONSENT, UNLESS WITHIN THE THIRTY (30) DAY PERIOD A COUNCILMEMBER FILES A REQUEST FOR ORAL ARGUMENT AS PROVIDED ABOVE OR EXCEPTIONS AND REQUEST FOR ORAL ARGUMENT IS FILED.** Oral argument may only be requested by a councilmember when an action of the Advisory Planning Board is not unanimous or when it is alleged that the recommendation fails to comply with the criteria established herein. **FAILURE OF THE CITY COUNCIL TO ACT ON THE RECOMMENDATION OF THE ADVISORY PLANNING BOARD WITHIN SIXTY (60) DAYS OF RECEIPT THEREOF SHALL RESULT IN THE DENIAL OF THE REQUEST.**

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Section 2: **BE IT FURTHER ORDAINED** that prior to the adoption of this Ordinance, the Bowie City Council conducted a duly advertised public hearing on the ____ day of September, 2024, as required by Sec. 27-3308(b)(3) of the Prince George’s County Zoning Ordinance; and

Section 3.: **BE IT FURTHER ORDAINED** that after the enactment of this Ordinance, the Ordinance shall be forwarded to the Prince George’s County Council Sitting as the District Council (“District Council”) for approval in accordance with Prince George’s County Code, Subtitle 27 Zoning Ordinance, Part 27-3 Administration, Sec. 27-3308 Municipalities.

Section 4: **BE IT FURTHER ORDAINED** that, this Ordinance shall become effective upon its approval by the District Council, which shall be at least thirty (30) days after its enactment by the Council of the City of Bowie, Maryland, provided that a fair summary of this Ordinance is published at least once prior to the date of passage and at least once within ten (10) days after the date of passage in the newspaper having general circulation in the City.

INTRODUCED by the Council of the City of Bowie, Maryland, at a Regular Meeting on _____, 2024.

PASSED by the Council of the City of Bowie, Maryland, at a Regular Meeting on _____, 2024.

BOLD SMALL CAPS : Indicate language added to the City Code.
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***** Asterisks** : Indicate language contained in the City Code that remains unchanged and is not reproduced in the ordinance.

ATTEST:

THE CITY OF BOWIE, MARYLAND

Awilda Hernandez
City Clerk

Timothy J. Adams
Mayor

**APPROVED AS TO FORM AND
SUFFICIENCY:**

Elissa D. Levan, City Attorney

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Memorandum

TO: City Council

FROM: Alfred Lott, City Manager

SUBJECT: Supplemental Appropriations for the Annual Budget for Fiscal Year 2025
Ordinance O-7-24

DATE: 08/29/2024

Ordinance O-7-24 proposes to amend the City's Fiscal Year 2025 Annual Budget to provide an additional appropriation for the following purpose:

The City would like to extend a grant to the Maryland Women's Business Center (MWBC). MWBC is a not-for-profit 501(c)(3) corporation already providing limited business counseling services in the City. The appropriation of \$140,000 is to establish the MWBC Shop Local retail business incubator in Bowie and to provide one additional full-time business counselor position for increased small business support capacity. \$20,000 was already budgeted for the FY2025 budget. The staff is requesting an additional \$120,000.

DCS is requesting a supplemental ordinance to rollover the FY2024 Public Art appropriation to FY2025. The dollar amount requested is \$122,000.00, which is the amount of the contract. This is for the Bowie Sign Project (at the intersection of Route 197 and Kenhill Drive). This has been an ongoing process to get the dying shrubs removed and replaced with a more durable "Gateway Sign". With delays that were beyond our control (SHA approval, Council presentations and approvals, and contract signing by all parties) we simply ran out of time to be able to get a purchase requisition entered before the end of the FY24 closeout. It is crucial that this project still be funded for completion.

The City applied and was awarded funding through the Department of Energy to pursue an Energy Efficiency and Conservation Block Grant (EECBG). The creation of an internal Efficiency and Conservation Strategy in the amount of \$58,500 from FY24 is requested to be rollover to FY2025 for completion of this project.

The Emergency Management Department is requesting a supplemental ordinance to request to rollover the FY2024 appropriate the purpose of upgrading the audio visual to the Emergency Operations Center Conference room to FY2025. The City applied for and was awarded funding of \$100,000 through the Department of General Services Capital Grants Program.

CITY OF BOWIE
SUPPLEMENTAL BUDGET APPROPRIATION O-7-24
FOR FISCAL YEAR JULY 1, 2024 - JUNE 30, 2025

GENERAL FUND

Revenues

01	48005	Appropriated Fund Balance	\$ 120,000
01	43005	Department of the Environment	58,500
Total Revenues			\$ 178,500

Expenditure Appropriation

01120	55050	City Manager's Office - Municipal Grants	\$ 58,500
01197	55050	Economic Development - Municipal Grants	120,000
Total Appropriations			\$ 178,500

CAPITAL PROJECTS FUND

Revenues

10	48005	Appropriated Fund Balance	\$ 259,500
10	43110	State Grants	100,000
Total Revenues			\$ 359,500

Expenditure Appropriation

10544	57010	Public Art	\$ 122,000
10178	57010	Emergency Operations Center	237,500
Total Appropriations			\$ 359,500

Council's approval of Ordinance O-7-24 providing supplemental appropriations for the annual budget for the fiscal year ending June 30, 2025 is requested.

ATTACHMENTS: 1. 20240903 - Ordinance O-7-24

ORDINANCE

**OF THE COUNCIL OF THE CITY OF BOWIE, MARYLAND AMENDING THE
ADOPTED BUDGET FOR THE FISCAL YEAR BEGINNING JULY 1, 2024 AND
ENDING JUNE 30, 2025, AS EMBODIED IN ORDINANCE O-4-24, TO
APPROPRIATE FUNDS FOR THE FOLLOWING PROJECTS AND GRANTS: AN
ADDITIONAL \$122,000 FOR THE PUBLIC ARTS BOWIE SIGN PROJECT, \$58,500
FOR ENERGY EFFICIENCY AND CONSERVATION STRATEGY, ADDITIONAL
GRANT FUNDING TO THE MARYLAND WOMEN'S BUSINESS CENTER, (MWBC)
TOTTALLING \$120,000, AND FUNDING FOR THE EMERGENCY OPERATIONS
CENTER IN THE AMOUNT OF \$237,500.**

WHEREAS, as required by the Local Government Article of the Annotated Code of Maryland and the Charter of the City of Bowie, the City Council of the City of Bowie, Maryland (hereinafter, "the City") adopted Ordinance No. O-4-24 to appropriate funds for the several objects and purposes for which the City intended to provide for the Fiscal Year beginning July 1, 2024, and ending June 30, 2025; and

WHEREAS, in accordance with Section 45 of the City Charter, no public money may be expended without having been appropriated by the City Council; and

WHEREAS, supplemental appropriations are necessary to reflect additional sources of revenues and expenditures that were not included in Ordinances O-4-24; and

WHEREAS, it has become necessary to appropriate additional funding to increase the appropriation for the Public Arts Fund Bowie Sign project, The Energy Efficiency and Conservation Strategy, the Maryland Women's Business Center (MWBC) grant, and the Emergency Operations Center; and

WHEREAS, an additional appropriation of \$120,000 from the General Fund Appropriated Fund Balance for the Maryland Women's Business Center Grant and \$58,500 from the Department of the Environment for the Energy Efficiency and Conservation Strategy. An additional appropriation of \$359,500 is needed for the Capital Projects Fund of which \$259,500 from the Capital Project fund Appropriated Fund Balance and \$100,000 from the State of Maryland to fund the Public Arts Bowie Sign Project for \$122,000, and \$237,500 for the Emergency Operation Center; and

WHEREAS, pursuant to Md. Code Ann., Local Gov't Article, § 5-205, the City may spend money for a purpose different from the purpose for which the money was appropriated or spend money not appropriated at the time of the annual levy if approved by a two-thirds vote of all the individuals elected to the Council; and

WHEREAS, City Charter, Sec. 12 “Procedure for enacting ordinances” requires that ordinances become effective at the expiration of thirty (30) calendar days following their passage by the Council.

Section 1: NOW, THEREFORE, BE IT ORDAINED AND ENACTED, by the Council of the City of Bowie, that the Budget for the Fiscal Year beginning July 1, 2024, ending June 30, 2025, as adopted by Ordinance O-4-24; is further amended as follows:

APPROPRIATION ORDINANCE
THE CITY OF BOWIE, MARYLAND

*** General Fund***

ESTIMATED REVENUES

Appropriated Fund Balance	[\$18,553,600]		\$ 18,673,600
Community Development	[\$390,500]		\$ 449,000
Total Revenues	[\$83,827,500]		\$ 84,006,000

APPROPRIATION BY ACTIVITY

City Manager	[\$1,859,200]		\$ 1,917,700
Economic Development	[\$1,340,100]		\$ 1,460,100
Total Appropriations	[\$83,827,500]		\$ 84,006,000

*** Capital Projects Fund***

ESTIMATED REVENUES

Appropriated Fund Balance	[\$6,309,300]		\$ 6,568,800
State Grants	[1,989,600]		\$ 2,089,600
Total Revenues	[\$46,356,400]		\$ 46,715,900

APPROPRIATION BY ACTIVITY

Public Art	[\$25,000]		\$ 147,000
Emergency Operation Center	[\$ -]		\$ 237,500
Total Appropriations	[\$46,356,400]		\$ 46,715,900

Section 2: BE IT FURTHER ORDAINED BY THE COUNCIL OF THE CITY OF BOWIE, that, this Ordinance shall become effective thirty (30) days after its enactment by the Council of the City of

Bowie, provided that it is adopted by a 2/3 vote of the members of the City Council and further provided that a fair summary of this Ordinance is published at least once prior to the date of passage and at least once within ten (10) days after the date of passage in a newspaper having general circulation in the City.

INTRODUCED by the Council of the City of Bowie, Maryland, at a Regular Meeting on August 5, 2024.

PASSED by the Council of the City of Bowie, Maryland, at a Regular Meeting on September 3, 2024

Awilda Hernandez
City Clerk

Timothy J. Adams
Mayor

Approved as to Form and Legal Sufficiency

Elissa D. Levan
City Attorney