City of Bowie
Regular City Council Meeting

Monday, June 16, 2025
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

A. Diversity Committee Caribbean-American Heritage Month Presentation - The City of Bowie Diversity Committee will give a presentation on Caribbean-American Heritage Month.

VII. CITY BOARDS AND COMMITTEES

VIII. COUNCIL ANNOUNCEMENTS

IX. CITY MANAGER'S REPORT

X. CONSENT AGENDA

A. Approval of May 5, 2025 Council Meeting Minutes

B. Approval of May 12, 2025 Special Council Meeting Minutes

C. Adoption of Proclamation P-17-25 Proclaiming June 16-22, 2025, as Pollinator Week in the City of Bowie

D. Adoption of Resolution R-36-25 Waiving the Competitive Bidding Requirements of Section 61 “Purchasing and Contracting” of the Charter of the City of Bowie and Awarding a Contract to Carter Machinery Co., Inc. in the Amount of $141,458.01 for the Purchase of One Backhoe, by Piggybacking a Sourcewell Contract

E. Adoption of Resolution R-37-25 Awarding a Contract to Kaslo Enterprises LLC for Sewer Lateral Replacements in an Amount Not to Exceed $200,000

F. Adoption of Resolution R-38-25 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 $78,000 for the Purchase of One Mini Excavator, by Piggybacking a Sourcewell Contract

G. Adoption of Resolution R-39-25 Waiving the Competitive Bidding Requirments of Section 61 “Purchasing and Contracting” of the Charter of the City of Bowie and Awarding a Contract to D.W. Ogg Equipment Company in the Amount of

$35,861.60 for the Purchase of One Ventrac Tractor, by Piggybacking a Sourcewell Contract

H. Adoption of Resolution R-41-25 Accepting a Proposal for Police Department Marketing Services for Recruitment of Police Personnel with First Arriving, LLC in the Amount of $31,650

I. Adoption of Resolution R-42-25 Waiving the Competitive Bidding Requirements of Section 61 “Purchasing and Contracting’ of the Charter of the City of Bowie to Allow the City to Enter into a Contract with Commercial Carpets of America, Inc., and Authorizing the City Manager to Enter into an Agreement for Flooring Replacement

J. Adoption of Resolution R-43-25 Awarding a Contract to Lighting Maintenance, Inc. for Street Light Maintenance in an Amount Not to Exceed $550,000.00

K. Adoption of Resolution R-44-25 Awarding a Contract to USALCO, LLC for the Supply and Delivery of Liquid Aluminum Sulfate to the Wastewater Treatment Plant in an amount not to exceed $41,700

L. Adoption of Resolution R-45-25 Waiving the Competitive Bidding Requirements of Section 61 “Purchasing and Contracting” of the Charter of the City of Bowie to Allow the Purchase and Installation of New Amphitheater Canopy, and Authorizing the City Manager to Enter Into an Agreement with Sparks at Play, LLC

M. Adoption of Resolution R-46-25 Authorizing the Issuance of a Purchase Order to KCI Technologies, Inc. for Task Order/RFP#3-21 in the Amount of $99,069.50 in Accordance with the Master Contract Approved on October 31, 2018

XI. OLD BUSINESS

A. Adoption of Emergency Ordinance O-5-25 Authorizing the Acquisition of Certain Real Property Located at 15200 Major Lansdale Blvd., Bowie, Maryland, 20716, Comprising Approximately 11.97± Acres, Being the Property Identified as Tax Map 55, Grid B1, Lot 1, Tax ID No. 07-3131711 - **Public Hearing/Eligible for Action**

B. Adoption of Emergency Ordinance O-6-25 Amending the Adopted Budget for the Fiscal Year Beginning July 1, 2024 and Ending June 20, 2025, as Embodied in Ordinance O-4-24, and Amended by Ordinances O-7-24, O-2-25 and O-3-25 to Appropriate Funds for the Acquisition of Certain Real Property as Described in Emergency Ordinance O-5-25, Known as the Regal Theater Property - **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; any other personnel matter that affects one or more specific individuals".

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 6/18/2025 and 6/21/2025 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 2025 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, JULY 7, 2025 - COUNCIL CHAMBERS - 8:00 P.M.

Memorandum

TO: City Council

FROM: Alfred Lott, City Manager

SUBJECT: Diversity Committee Caribbean-Heritage Month Presentation

DATE: 06/12/2025

The City of Bowie Diversity Committee will conduct a brief presentation in recognition of Caribbean American Heritage Month. This annual observance honors the rich culture, contributions, and history of Caribbean Americans and their impact on our community and nation.

ATTACHMENTS: 1. 20250616 - Caribbean-American Heritage Month Report

Bowie Caribbean-American Heritage Month Report (2025)
"Caribbean Americans: Building Dreams, Shaping Our Nation"

Good evening, members of the City Council, Mr. Mayor/Mayor Pro Tem:

My name is Kevin Lopez Cruz, and it is my privilege to address you on behalf of the City of Bowie's Diversity Committee to present our 2025 Caribbean-American Heritage Month Report.

Since 2008, June has been federally recognized by Presidential Proclamation as Caribbean-American Heritage Month - a dedicated time to celebrate the rich culture, remarkable achievements, and enduring legacy of Caribbean Americans across the United States.

Caribbean Americans are dreamers and doers - poets, musicians, physicians, educators, and leaders. We honor figures like Marcus Garvey, the Jamaican-born civil rights leader; Celia Cruz, the Cuban "Queen of Salsa"; and Governor Wes Moore, whose tireless leadership continues to shape the state of Maryland.

Here in Prince George's County - the Maryland jurisdiction with the largest Caribbean-American population - their influence is seen in our schools, hospitals, government, and neighborhoods.

Tonight, we honor a few of the many Caribbean-American leaders whose work in politics, education, and medicine continues to uplift and serve our community:

Dr. Jonelle Samuel, a Grenadian American OB/GYN at Luminis Health Doctors Community Hospital in Lanham, is dedicated to maternal health, ensuring the well-being of families in our region. Additionally, we recognize Dr. Cora Bramble, a former Chief Medical Officer at Children's National Hospital, whose transformative work in pediatric health has earned national acclaim, including recognition from the 100 Black Men of Prince George's County.

Anthony Brown, Maryland's Attorney General, has championed education, healthcare, and public safety in state and federal legislatures since 1999, serving as the Attorney General of Maryland since 2023.

In public service, we highlight Samantha Howard, a momentous advocate and organizer of Puerto-Rican heritage whose tireless work has spearheaded one of if not the largest grassroots efforts championing Latino heritage and recognition in Prince George's County. Her work has set a new standard of advocacy in our communities.
These individuals - among many others - exemplify how Caribbean Americans advocate for change, achieve success, drive progress, and foster cross-cultural understanding - reflecting the very best of our shared values.

Caribbean-American Heritage Month offers us all a chance to reflect, learn, and celebrate the vibrant culture and lasting contributions of our Caribbean neighbors. We encourage residents to participate in events across the state and here in Prince George's County. One such event is the Caribbean Heritage Festival in Bladensburg, hosted by the Prince George's County Caribbean Council.

On behalf of the City of Bowie's Diversity Committee, thank you for your time, your support, and your continued commitment to honoring and uplifting the stories that shape who we are.

Committee	Diversity Committee
Author(s)	Koné Faulkner (Chair), Kevin Lopez Cruz (Vice Chair)

REGULAR CITY COUNCIL MEETING MINUTES

MONDAY, MAY 5, 2025

CALL MEETING TO ORDER:

The Regular Meeting of the Bowie City Council was held on Monday, May 5, 2025, in Council Chambers at City Hall. Mayor Pro Tem Woolfley called the meeting to order at 8:05 p.m.

PLEDGE OF ALLEGIANCE TO THE FLAG:

Mayor Pro Tem Woolfley led the Pledge of Allegiance to the Flag of the United States of America.

QUORUM:

In attendance were Mayor Pro Tem Woolfley; Councilmembers Brady, Estève, Rogers, and Truesdale; City Manager Lott; Assistant City Manager Mears; City Attorney Levan; Assistant City Clerk Hartig and Staff.

AGENDA ADDITIONS/DELETIONS/AMENDMENTS:

Councilmember Estève motioned to move Item A under New Business, *Delegate Boafo and the District 23 team will provide a brief legislative recap of the 2025 session*, to Item A under Presentations. Councilmember Truesdale seconded the motion. Motion passed 5-0.

CITIZEN PARTICIPATION:

1. Gary Allen, Knighthill Lane – Comment attached.
2. Maureen Fine, Knighthill Lane – Spoke in support of expanding curbside collection of compost within the city. Commended staff for current composting efforts.
3. Ken McCaughey, Chalford Lane – Member of the MAPS group, a Bowie Green Team subcommittee. Spoke in support of increasing funding for the Jericho Park Trail and Northview Drive Trail. Commended staff for the new City bike map.
4. Joshua Wooten, Wharton Turn – Chair of the Bowie Green Team. Spoke requesting funding in the FY26 budget for improvements to the Bowie Railroad Museum.
5. Bob Rapezynski, Maple Avenue – Spoke requesting funding in the FY26 budget for improvements to the Bowie Railroad Museum.

Two additional comments were received for the record via email (copies attached).

DRAFT

PRESENTATIONS:

A. Delegate Boafo and District 23 team legislative recap of the 2025 session – Delegates Marvin Holmes, Adrian Boafo, and Kym Taylor gave a presentation highlighting their accomplishments from the 2025 Maryland General Assembly session, including securing funding for local projects and addressing community needs. Delegate Boafo emphasized the session was particularly challenging due to a $3 Billion state deficit, worsened by loss of federal funding, and acknowledged the importance of state-local collaboration to achieve legislative outcomes.

Delegate Boafo shared that despite the deficit, the session concluded with a $5M strategic surplus. Approximately $9 million was secured for District 23, including: $6.2M for the Bowie Racecourse Training Center Property and Rosecroft Raceway revitalization, $2.23M for a new library at Bowie State University, $200K for AI-enabled surveillance at Bowie State University, and $100K for security camera upgrades at Bowie High School. There are additional smaller allocations for local signage, youth empowerment, and arts.

Delegate Kym Taylor thanked the Council for their partnership and provided a brief overview of her work during the 2025 General Assembly session. She shared that she introduced twelve bills, five of which passed both chambers and were sent to the Governor. Her legislative efforts focused on issues including juvenile services, local ordinance enforcement, property appraisal reform, and justice reform. She also highlighted her support for a bill to assist individuals with disabilities through improved identification options. Delegate Taylor emphasized the importance of collaboration with local government and expressed her continued commitment to serving the community.

Delegate Marvin Holmes expressed his appreciation for the opportunity to address the Council, emphasizing the importance of continued collaboration between the state and local governments. He discussed his longstanding commitment to housing issues and outlined his recent legislative work, including efforts to improve property management standards and expand access to affordable housing across the state. Delegate Holmes noted his involvement in legislation aimed at increasing accountability for landlords and promoting equitable development practices. He reaffirmed his dedication to serving the residents of District 23 and encouraged ongoing communication to address the community's evolving needs.

Councilmember Rogers thanked the delegation for the example they have set for her. Councilmember Rogers asked for more information on Senator Ron Watson's bill regarding transparency of development impact fees that was signed into law. The delegation explained that Bowie receives only a small portion of development impact fees from projects within the city, with majority of funds being spread throughout the county, and Senator Watson's bill aims to increase transparency around how these fees are collected and dispersed. Councilmember Rogers thanked the delegates for the explanation.

Councilmember Brady mentioned that the development impact fee problem has been a long-standing issue and realizes it will be an ongoing fight to bring more of the funds collected to Bowie. Councilmember Brady extended an early birthday greeting to Delegate Boafo.

B. Mr. Kevin Lopez Cruz, member of the City's Diversity Committee, spoke on Asian Pacific Islander Desi American Heritage Month, highlighting events taking place throughout Prince George's County and offering resources to learn more.

CITY BOARDS AND COMMITTEES:

A. Appointments/Reappointments/Swearing-In:

1. Councilmember Truesdale motioned to appoint Mr. Allan Olorunsola to the Community Recreation Committee as a Regular Member for a 2-year term. Councilmember Estève seconded the motion. Motion passed 5-0.

2. Councilmember Estève motioned to appoint Mr. Isiah Battle to the Administrative Review Board as a Regular Member for a 2-year term. Councilmember Rogers seconded the motion. Motion passed 5-0.

Mayor Pro Tem Woolfley swore in Mr. Olorunsola and Mr. Battle to their respective committees.

COUNCIL ANNOUNCEMENTS:

Councilmember Truesdale participated in a walkthrough of the Maryland Women's Business Center's new Bowie Town Center location that will be opening on Friday, May 9, 2025. Additionally, Councilmember Truesdale attended United Furniture Warehouse's grand opening on Saturday, May 3, 2025, and he shared he is part of Leadership Maryland's Emerging Leader Program's new class.

Mayor Pro Tem Woolfley gave a reminder that Mother's Day is upcoming on Sunday, May 11, 2025, and he encouraged residents to attend the Bowie-Crofton Garden Club's Plant Sale at the Belair Mansion on Saturday, May 10, 2025.

CITY MANAGER'S REPORT:

No report.

CONSENT AGENDA:

Councilmember Estève motioned to approve Consent Agenda items: A) Approval of March 3, 2025 Council Meeting Minutes; B) Approval of March 17, 2025 Council Meeting Minutes; C) Adoption of Proclamation P-10-25 Proclaiming May 15, 2025, as Bike to Work Day; D) Adoption of Proclamation P-11-25 Proclaiming May 4 through May 10, 2025, as the 56th Annual Professional Municipal Clerks Week in the City of Bowie; E) Adoption of Resolution R-21-25 Accepting a Proposal for VMWare Subscription with DataNetworks in an Amount Not to Exceed $64,800; F) Adoption of Resolution R-22-25 Accepting a Proposal for Virtual Server Stack Refresh with DataNetworks in the Amount of $224,900. Councilmember Brady seconded the motion. Motion passed 5-0.

OLD BUSINESS:

A. FY2026 Budget and 2026-2031 Capital Improvements Program – Staff summarized FY26 budget changes thus far. City Manager Lott noted that a public hearing was not required for this item because the proposed FY2026 Real Property Tax Rate remains unchanged from the FY2025 rate, which is 40 cents per 100 dollars of assessed value.

Mayor Pro Tem Woolfley asked how long the city has had the current tax rate, to which Finance director Byron Matthews responded that it has been about 15 years.

Finance Director Byron Matthews shared tentative changes to the FY2026 budget.

Mayor Pro Tem Woolfley thanked staff for their efforts.

B. Adoption of Resolution R-20-25 Awarding a Contract for Construction Services for the New Ice Arena Project – Community Services Director Nick Spurgeon reported that an invitation to bid was opened on April 29, 2025. Warner Construction, LLC submitted the lowest bid of $21,839,787, which was below the project's initial estimate of approximately $30 million. Staff recommended awarding the contract to Warner Construction, LLC.

Mayro Pro Tem Woolfley asked for more information about why the bids received came in lower than the $30 million budget. Mr. Spurgeon explained that the city issued a request for statement of qualifications in January 2025, and 9 submissions were received. Following a thorough vetting process that included review by a city engineer, contracting officers, project managers, a third-party construction management consultant, and staff, the list was narrowed to 3 and staff recommended Warner Construction, LLC. Mayor Pro Tem Woolfley thanked the team involved and asked if the recommended vendor's portfolio includes Ice Arenas. Mr. Spurgeon responded that there is not much Ice Arena experience in this area, but the short list of 3 vendors had complex mechanical experience and Warner Construction, LLC additionally had refrigeration experience.

Councilmember Estève thanked staff involved in this project and provided a history of the Ice Arena project and the options considered.

Councilmember Rogers thanked staff for the report and mentioned that it is important to keep in mind that this is a 1-for-1 replacement and noted that this facility will not limit future recreational development.

Councilmember Brady reiterated that it has been a long journey to get to this point and stated he is in support of moving the project forward. Mr. Spurgeon noted that the contract price is a fixed price. Councilmember Brady questioned the plan for the old Ice Arena. City Manager Lott noted continued use of the facility is possible if feasible and Council would need to decide what purpose they would like the old facility to serve.

Councilmember Truesdale noted he would like to see more all-around recreational facilities in the city and thanked staff for their presentation.

Councilmember Rogers commented that the Council will need to have a conversation about the next steps for the Church Road property that was purchased to house the previously cancelled Ice Arena project.

Councilmember Brady motioned to adopt Resolution R-20-25. Councilmember Estève seconded the motion. Motion passed 5-0.

NEW BUSINESS:

A. Detailed Site Plan DSP-23026, Ourisman of Bowie – Transportation Planner Ridwan Coker introduced DSP-23026, a proposal for a new one-story ~22,111 sq. foot automobile vehicle sales and service dealership. The property is currently forested and undeveloped.

Mr. Robert Antonetti, with the law firm Shipley & Horne, P.A, representing the applicant, provided an overview of the project and gave context of where the site is located. Mr. Antonetti commented it is not yet known what manufacturer will be using the facility. The applicant is in agreement with staff's recommendation and conditions.

Councilmember Brady motioned to approve Detailed Site Plan DSP-23026, Ourisman of Bowie. Councilmember Rogers seconded the motion. Motion passed 5-0.

Mayor Pro Tem Woolfley thanked the applicant for their time and presentation.

ADJOURNMENT AND MOVE TO CLOSED SESSION:

Councilmember Estève motioned to adjourn the regular City Council meeting and move to Closed Session under the statutory authority of the Md. Annotated Code General Provisions Article §3-305(b)(3): "To consider the acquisition of real property for a public purpose and matters directly related thereto"; §3-305(b)(7): “To consult with counsel to obtain legal advice" and §3-305(b)(14): "Before a contract is awarded or bids are opened, to discuss a matter directly related to a negotiating strategy or the contents of a bid or proposal, if public discussion or disclosure would adversely impact the ability of the public body to participate in the competitive bidding or proposal process." Councilmember Rogers seconded the motion. Motion passed unanimously. The meeting adjourned at 9:59 p.m.

Awilda Hernandez, MMC
City Clerk

DRAFT

TESTIMONY CITY Budget FY 26

FOCUS EXPANSION OF THE FOOD COMPOST COLLECTION PROGRAM MAY 5,2025

Good evening. GARY Allen, I am pleased to see all of you

I appear this evening to support the expansion of the city collection of food compost to at least half of the city.

The pilot program has been in place for five years, and the drop-off and site has been expanded.

Expanding the Curbside side collection is the next logical and long-overdue step!
I say long

Overdue

You may recall that I served for over a decade as the Chair of your Environmental Advisory Committee. That committee first advised the pilot of curbside compost collection in 2015, a decade ago, as one of the following ten steps to a GREEN. Bowie, we repeated that Recommendation in Many forms

A study

1/2

a pilot

a program, it is time to act on expansion. The decision has been delayed long enough

However, having gotten stuck on the current piolet and drop-off program advocates like me and others recognize that a citizen education program MUST accompany the expansion

Focused on the benefits and details of the program, fortunately, others have broken trail here, including Prince County.

IT IS TIME BOWIE BECAME PART OF THAT LARGER EFFORT

I ASK YOU FOR YOUR UNAMIOUS SUPPORT FOR THE EXPANSION OF THE FOOD WASTE COLLECT PROGRAM IN THE COMING FISCAL YEAR.

!

From: Mitch Betts
To: CityClerk
Subject: {EXTERNAL}: [EXTERNAL] Citizen comments regarding Bowie budget & service priorities
Date: Sunday, April 27, 2025 5:02:48 PM

This Message Is From an Untrusted Sender
You have not previously corresponded with this sender.

Report Suspicious

Greetings. I'm long-time Bowie resident Edward Mitchell ("Mitch") Betts, at 2704 Federal Lane (District 2).

Three comments regarding the FY 2026 budget & capital improvements:

Public works: We are big fans of the Bowie services, particularly the Public Works Department (e.g., garbage & recycling pickup, city landscaping). We know that funds are tight, but we hope those **employees are properly compensated** for the good work they do, to encourage employee retention.

Food waste recycling: We currently participate in the food waste bins program at Kenhill. But we'd like to see this evolve into **curbside pickup** (in a way that is convenient & sanitary).

Water pipes: Our home (on City Water) is constantly dealing with rusty water -- not just during hydrant flushing, but always. We have a filter system, but have to change the filter every month. We know that replacing the water pipes is a long & expensive process, but we urge you to obtain federal & state funds to **accelerate the replacement program**.

Thank you for the chance to provide this feedback

--- Mitch Betts
2704 Federal Lane, Bowie, MD 20715

Old Bowie Arts & Heritage

May 5, 2025

Bowie City Council, City of Bowie MD
Attn: Honorable Mayor Tim Adams, Mayor Pro Tem Dufour Woolfley, At-Large Councilmember Dennis Brady, At-Large Councilmember Wanda Rogers, Councilmember Michael Esteve, Councilmember Clinton Truesdale, Sr., Councilmember Roxy Ndebumadu
15901 Fred Robinson Way
Bowie, MD 20716

Greetings,

The Old Bowie Arts & Heritage Steering Committee has been made aware in the proposed budget that the funding for the Railroad Museum Improvement Project, which has been in the works for many years, could be redirected to another project and the Railroad Museum project will be pushed out another couple years. So why at this point, after much work and expense to update the plans and prepare documents for bidding, would the City and the City Council allow the Railroad Museum Improvement Project not be funded in FY 2026?

We remind you that the City of Bowie initiated a 5-year strategic plan, the Old Town Bowie Revitalization Plan, to revitalize Old Bowie and the Railroad Museum is at the heart of Old Bowie. When it is so close to being finished and it becoming a gem in the City's historic properties – why would you let this happen? It does not show the City's support of the Revitalization Plan or the support of Old Town Bowie.

The Old Bowie Arts & Heritage Steering Committee strongly urges the City Council to continue plans for Improvements to the Railroad Museum campus. Bowie's history begins with the railroad. This history plays an important role in the City's legacy – please don't let this happen!

Sincerely,

Verna Teasdale, Co-Chairperson
Kathleen Parker, Co-Chairperson
Isabel Pocurull, Secretary
Tracy Staton, Treasurer

Gerald Barnes
Penny Dixon-Jefferson
Mr. Green
Heidi Golding
Ann Laverne Johnson
Celia Murphy
Latoya Phillip

PRESIDING OFFICER'S WRITTEN STATEMENT FOR CLOSING A MEETING ("CLOSING STATEMENT") UNDER THE OPEN MEETINGS ACT (General Provisions Article § 3-305)

This form has two sides. *Complete items 1 – 4 before closing the meeting.*

1. **Recorded vote to close the meeting:** Date: 5-5-24; Time: 9:58; Location: City Hall;
Motion to close meeting made by: Esteve Seconded by Rogers;
Members in favor: All Aye; Opposed: _____;
Abstaining: _____; Absent: _____.

2. **Statutory authority to close session (check all provisions that apply).**
This meeting will be closed under General Provisions Art. § 3-305(b) only:

(1)☐ "To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; any other personnel matter that affects one or more specific individuals"; **(2)**☐ "To protect the privacy or reputation of individuals concerning a matter not related to public business"; **(3)**☑ "To consider the acquisition of real property for a public purpose and matters directly related thereto"; **(4)**☐ "To consider a matter that concerns the proposal for a business or industrial organization to locate, expand, or remain in the State"; **(5)**☐ "To consider the investment of public funds"; **(6)**☐ "To consider the marketing of public securities"; **(7)**☑ "To consult with counsel to obtain legal advice"; **(8)**☐ "To consult with staff, consultants, or other individuals about pending or potential litigation"; **(9)**☐ "To conduct collective bargaining negotiations or consider matters that relate to the negotiations"; **(10)**☐ "To discuss public security, if the public body determines that public discussion would constitute a risk to the public or to public security, including: (i) the deployment of fire and police services and staff; and (ii) the development and implementation of emergency plans"; **(11)**☐ "To prepare, administer, or grade a scholastic, licensing, or qualifying examination"; **(12)**☐ "To conduct or discuss an investigative proceeding on actual or possible criminal conduct"; **(13)**☐ "To comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter"; **(14)**☑ "Before a contract is awarded or bids are opened, to discuss a matter directly related to a negotiating strategy or the contents of a bid or proposal, if public discussion or disclosure would adversely impact the ability of the public body to participate in the competitive bidding or proposal process." **(15)**☐ "To discuss cybersecurity, if the public body determines that public discussion would constitute a risk to: (i) security assessments or deployments relating to information resources technology; (ii) network security information . . . or (iii) deployments or implementation of security personnel, critical infrastructure, or security devices."

Continued →

3. **For each provision checked above, disclosure of the topic to be discussed and the public body's reason for discussing that topic in closed session.**

Citation (insert # from above)	Topic	Reason for closed-session discussion of topic
§3-305(b) [3]	Acquisition of Property	Purchase of Property for Public Purpose
§3-305(b) [7]	Consult with Counsel	Property terms
§3-305(b) [14]	Before Contract negotiating Strategy	
§3-305(b) [ ]		
§3-305(b) [ ]		

Timothy J. Adams

4. **This statement is made by _____, Presiding Officer.**

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WORKSHEET FOR OPTIONAL USE IN CLOSED SESSION: INFORMATION FOR SUMMARY TO BE DISCLOSED IN THE MINUTES OF THE NEXT OPEN MEETING. (See also template for summary.)

➢ **For a meeting closed under the statutory authority cited above:**

Time of closed session: 10:05pm
Place: City Hall
Purpose(s): (3) (7) (14)
Members who voted to meet in closed session: Rogers Brady Estes Woolfley Truesdale
Persons attending closed session: Rogers Brady Estes Woolfley Truesdale Levan King Hall Lott Mears
Authority under § 3-305 for the closed session: (3) (7) (14)
Topics actually discussed: real estate acquisition terms & strategy
Actions taken: _____
Each recorded vote: _____

➢ **For a meeting recessed to perform an administrative function (§ 3-104)**: Time: _____
Place: _____
Persons present: _____
Subjects discussed: _____

(Form Rev.10/1/2018)

SPECIAL CITY COUNCIL MEETING MINUTES

MONDAY, MAY 12, 2025

CALL MEETING TO ORDER:

The Special Meeting of the Bowie City Council was held on Monday, May 12, 2025, in Council Chambers at City Hall. Mayor Adams called the meeting to order at 8:00 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, Estève, Rogers, Truesdale (virtual) and Woolfley, City Manager Lott, Assistant City Manager Mears, City Clerk Hernandez and Staff.

ADJOURNMENT AND MOVE TO CLOSED SESSION:

Mayor Pro Tem Woolfley motioned to adjourn the Special City Council meeting and move into closed session under the statutory authority of the Md. Annotated Code, General Provisions Article §3-305(b)(3): “To consider the acquisition of real property for a public purpose and matters directly related thereto”; and §3-305(b)(7): “To consult with counsel to obtain legal advice”. Councilmember Brady second the motion. Motion passed 6-0. The meeting adjourned at 8:03 p.m.

Awilda Hernandez, MMC
City Clerk

DRAFT

PRESIDING OFFICER'S WRITTEN STATEMENT FOR CLOSING A MEETING ("CLOSING STATEMENT") UNDER THE OPEN MEETINGS ACT (General Provisions Article § 3-305)

This form has two sides. *Complete items 1 – 4 before closing the meeting.*

1. **Recorded vote to close the meeting:** Date: 5-12-25; Time: 8:04; Location: City Hall;
Motion to close meeting made by: Woolfley Seconded by Brady;
Members in favor: All; Opposed: ;
Abstaining: ; Absent: Ndebumadu.

2. **Statutory authority to close session (check all provisions that apply).**
This meeting will be closed under General Provisions Art. § 3-305(b) only:

(1)☐ "To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; any other personnel matter that affects one or more specific individuals"; **(2)**☐ "To protect the privacy or reputation of individuals concerning a matter not related to public business"; **(3)**☑ "To consider the acquisition of real property for a public purpose and matters directly related thereto"; **(4)**☐ "To consider a matter that concerns the proposal for a business or industrial organization to locate, expand, or remain in the State"; **(5)**☐ "To consider the investment of public funds"; **(6)**☐ "To consider the marketing of public securities"; **(7)**☑ "To consult with counsel to obtain legal advice"; **(8)**☐ "To consult with staff, consultants, or other individuals about pending or potential litigation"; **(9)**☐ "To conduct collective bargaining negotiations or consider matters that relate to the negotiations"; **(10)**☐ "To discuss public security, if the public body determines that public discussion would constitute a risk to the public or to public security, including: (i) the deployment of fire and police services and staff; and (ii) the development and implementation of emergency plans"; **(11)**☐ "To prepare, administer, or grade a scholastic, licensing, or qualifying examination"; **(12)**☐ "To conduct or discuss an investigative proceeding on actual or possible criminal conduct"; **(13)**☐ "To comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter"; **(14)**☐ "Before a contract is awarded or bids are opened, to discuss a matter directly related to a negotiating strategy or the contents of a bid or proposal, if public discussion or disclosure would adversely impact the ability of the public body to participate in the competitive bidding or proposal process." **(15)**☐ "To discuss cybersecurity, if the public body determines that public discussion would constitute a risk to: (i) security assessments or deployments relating to information resources technology; (ii) network security information . . . or (iii) deployments or implementation of security personnel, critical infrastructure, or security devices."

Continued →

3. **For each provision checked above, disclosure of the topic to be discussed and the public body's reason for discussing that topic in closed session.**

Citation (insert # from above)	Topic	Reason for closed-session discussion of topic
§3-305(b) [3]	Property Acquisition	
§3-305(b) [7]	Consult with Counsel	
§3-305(b) [ ]		
§3-305(b) [ ]		
§3-305(b) [ ]		

4. **This statement is made by** Timothy J. Adams, **Presiding Officer.**

****

WORKSHEET FOR OPTIONAL USE IN CLOSED SESSION: INFORMATION FOR SUMMARY TO BE DISCLOSED IN THE MINUTES OF THE NEXT OPEN MEETING. (See also template for summary.)

➢ **For a meeting closed under the statutory authority cited above:**

Time of closed session: 8:11 pm
Place: City Hall
Purpose(s): (3) (7)
Members who voted to meet in closed session: Adams Rogers Brady Estepp Woolfley Truesdale
Persons attending closed session: Adams, Brady Rogers Estepp Woolfley Truesdale Levan King Hall Lott Mears Matthews
Authority under § 3-305 for the closed session: (3) (7)
Topics actually discussed: Property Acquisition
Actions taken:
Each recorded vote:

➢ **For a meeting recessed to perform an administrative function (§ 3-104)**: Time:
Place:
Persons present:
Subjects discussed:

(Form Rev.10/1/2018)

Memorandum

TO: City Council

FROM: Alfred Lott, City Manager

SUBJECT: Pollinator Week - Proclamation P-17-25

DATE: 06/12/2025

Proclamation P-17-25 proclaims June 16-22, 2025, which is National Pollinator Week, as Pollinator Week in the City of Bowie to help bring continued awareness to all of the benefits pollinators serve us and our environment. The City currently has five (5) certified monarch waystations/pollinator gardens that are dedicated to the cause and will continue to expand upon this effort both within government operations and for residents.

ATTACHMENTS: 1. 20250616 - Proclamation P-17-25

PROCLAMATION
OF THE COUNCIL OF THE CITY OF BOWIE, MARYLAND
PROCLAIMING JUNE 16-22, 2025, AS POLLINATOR WEEK
IN THE CITY OF BOWIE

WHEREAS, pollinator species (birds, butterflies, bees, etc.) are essential for pollinating food crops and flowers worldwide, and are essential for maintaining overall ecosystem health and prosperity; and

WHEREAS, monarch butterfly populations have decreased and faced significant challenges over the last twenty years, thus prompting the Green Team to plant certified monarch waystations at City Hall, the Senior Center, Belair Meadows, the Kenhill Center and the Midwood Stormwater Pond to provide habitat for these pollinators; and

WHEREAS, the City is cognizant of the need for additional landscapes for pollinators and the need to educate residents on their benefits; and

WHEREAS, National Pollinator Week is a national initiative that offers opportunities to individuals and communities to be a part of restoring or creating habitats that support pollinators.

NOW, THEREFORE, BE IT PROCLAIMED that the Council of the City of Bowie, Maryland, hereby proclaims the week of June 16-22, 2025, as Pollinator Week throughout the City.

INTRODUCED AND PASSED by the Council of the City of Bowie, Maryland at a meeting on June 16, 2025.

ATTEST:

_____
Timothy J. Adams
Mayor

_____
Awilda Hernandez, MMC
City Clerk

Memorandum

TO: City Council

FROM: Alfred Lott, City Manager

SUBJECT: Waive Bidding for Replacement of Backhoe #274 - Resolution R-36-25

DATE: 06/12/2025

The FY26 budget allows for the replacement of backhoe #274, which will be used by the streets division. The Public Works Department located a contract awarded by Sourcewell, a unit of Minnesota state government formed for cooperative bidding purposes, to Caterpillar, Inc. (Contract #011723), including backhoes meeting the needs of the streets division. The mid-Atlantic Caterpillar franchisee is Carter Machinery Co., Inc. of Salem, Virginia, with a local office in Waldorf, Maryland. The cost of the backhoe is $141,458.01, which is within the budgeted amount of $155,700.

The Sourcewell contract may be deemed not substantially equivalent to the City's procurement practices for purposes of applying the cooperative bidding section of the City Charter, because Sourcewell charges a fee to participating vendors. The Department investigated whether better results might be obtained through a City-initiated competitive procurement process, by obtaining several quotations from local dealers. All the quoted prices received were significantly greater than the price offered under the Sourcewell contract. Therefore, in the Department's judgment, good cause exists under Section 61(b)(3) of the Charter to waive the competitive procurement requirements of Section 62. The waiver requires the affirmative vote of 2/3 of the Council.

In accordance with City Charter Section 61, we are requesting that Council waive bidding requirements and allow for the issuance of a purchase order to Carter Machinery Co., Inc. in the amount of $141,458.01.

I concur with the above recommendation and request your approval of Resolution R-36-25.

ATTACHMENTS: 1. 20250616 - Resolution R-36-25

RESOLUTION
OF THE COUNCIL OF THE CITY OF BOWIE, MARYLAND
WAIVING THE COMPETITIVE BIDDING REQUIREMENTS OF SECTION 61 "PURCHASING AND CONTRACTING" OF THE CHARTER OF THE CITY OF BOWIE AND AWARDING A CONTRACT TO CARTER MACHINERY CO., INC. IN THE AMOUNT OF $141,458.01 FOR THE PURCHASE OF ONE BACKHOE, BY PIGGYBACKING A SOURCEWELL CONTRACT

WHEREAS, the FY26 budget allows for the replacement of backhoe #274, which will be used by the streets division; and

WHEREAS, the Public Works Department located a contract awarded by Sourcewell, a unit of Minnesota state government formed for cooperative bidding purposes, to Caterpillar, Inc. (Contract #011723), including backhoes meeting the needs of the streets division; and

WHEREAS, the Mid-Atlantic Caterpillar franchisee is Carter Machinery Co., Inc. of Salem, Virginia, with a local office in Waldorf, Maryland; and

WHEREAS, the cost of the backhoe is $141,458.01, which is within the budgeted amount of $155,700; and

WHEREAS, the Sourcewell contract may be deemed not substantially equivalent to the City's procurement practices for purposes of applying the cooperative bidding section of the City Charter, because Sourcewell charges a fee to participating vendors; and

WHEREAS, the Department investigated whether better results might be obtained through a City-initiated competitive procurement process, by obtaining several quotations from local dealers; and

WHEREAS, all prices received were significantly greater than the price offered under the Sourcewell contract; and

WHEREAS, in the Department's judgment, good cause exists under Section 61(b)(3) of the Charter to waive the competitive procurement requirements of Section 62; and

WHEREAS, the waiver requires the affirmative vote of two-thirds of the Council.

NOW, THEREFORE, BE IT RESOLVED, by the Council of the City of Bowie, Maryland, by at least two-thirds vote, that:

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 issue a purchase order to the said company for the above-mentioned equipment.

INTRODUCED AND PASSED by the Council of the City of Bowie, Maryland, at a meeting on June 16, 2025, by a vote of at least two-thirds of the members of the Council.

ATTEST:

_____
Awilda Hernandez, MMC
City Clerk

CITY OF BOWIE, MARYLAND

_____
Timothy J. Adams
Mayor

Memorandum

TO: City Council

FROM: Alfred Lott, City Manager

SUBJECT: Sewer Lateral Replacement - Resolution R-37-25

DATE: 06/12/2025

A legal notice advertising an Invitation for Bids (IFB) for sewer lateral replacement at various locations in the City was placed on eMaryland Marketplace Advantage and Bid Locker. At the close of bidding at 11:00 a.m., Wednesday, May 28, 2025, two (2) bids were received from Kaslo Enterprises LLC of Lanham, Maryland, and Pessoa Construction Company of Fairmount Heights, Maryland.

This multi-year CIP project was created to replace damaged or deteriorated sewer laterals which have caused sewer backups to homeowners.

After careful review of the bids received, it was determined that Kaslo Enterprises LLC had submitted a responsive and responsible bid. Based on the unit prices bid, it is anticipated that approximately 20 sewer laterals can be completed within the FY26 budget of $200,000.

The term of this contract is for one year (FY26), except the City shall have the option to renew the contract for four (4) additional one-year terms (FY27-FY30). Unit prices quoted are firm for the first year of the contract. The contractor may request a price adjustment thereafter based on the annual percentage change of the Consumer Price Index (CPI) for the twelve-month period immediately prior to the date of the request.

The Public Works Department recommends that the bid from Kaslo Enterprises LLC of Lanham, Maryland be accepted.

I concur with the above recommendation to award to Kaslo Enterprises LLC and request your approval of Resolution R-37-25.

ATTACHMENTS: 1. 20250616 - Resolution R-37-25

RESOLUTION
OF THE COUNCIL OF THE CITY OF BOWIE, MARYLAND
AWARDING A CONTRACT TO KASLO ENTERPRISES LLC FOR SEWER LATERAL REPLACEMENTS IN AN AMOUNT NOT TO EXCEED $200,000

WHEREAS, a legal notice advertising an Invitation for Bids (IFB) for sewer lateral replacements was placed on eMaryland Marketplace Advantage and Bid Locker; and

WHEREAS, the term of this contract is for one year (FY26) with four one-year options to renew (FY27-FY30) at the City's sole discretion; and

WHEREAS, at the close of bidding at 11:00 a.m., Wednesday, May 28, 2025, two (2) bids had been received; and

WHEREAS, after careful review of the bids submitted, it was determined that Kaslo Enterprises LLC of Lanham, Maryland had submitted a responsive and responsible bid; and

WHEREAS, based on the unit prices bid, it is anticipated that approximately 20 sewer laterals can be completed within the FY26 budget of $200,000; and

NOW, THEREFORE, BE IT RESOLVED, by the Council of the City of Bowie, Maryland, that the Council hereby accepts the bid of Kaslo Enterprises LLC for sewer lateral replacements and hereby directs the City Manager to enter into a contract with Kaslo Enterprises LLC.

INTRODUCED AND PASSED by the Council of the City of Bowie, Maryland, at a meeting on June 16, 2025.

ATTEST:

_____
Awilda Hernandez, MMC
City Clerk

THE CITY OF BOWIE, MARYLAND

_____
Timothy J. Adams
Mayor

Memorandum

TO: City Council

FROM: Alfred Lott, City Manager

SUBJECT: Waive Bidding for the Purchase of One Mini Excavator - Resolution R-38-25

DATE: 06/12/2025

The FY26 budget allows for the purchase of one mini excavator, which will be used by the utilities division. The Public Works Department located a contract awarded by Sourcewell, a unit of the Minnesota state government formed for cooperative bidding purposes, to John Deere (Contract #011723-JDC), including mini excavators meeting the needs of the utilities division. The mid-Atlantic John Deere franchisee is Jesco, Inc. of South Plainfield, New Jersey, with a local office in Waldorf, Maryland. The cost of the mini excavator is $78,000, which is within the budgeted amount of $85,600.

The Sourcewell contract may be deemed not substantially equivalent to the City's procurement practices for purposes of applying the cooperative bidding section of the City Charter, because Sourcewell charges a fee to participating vendors. The Department investigated whether better results might be obtained through a City-initiated competitive procurement process, by obtaining several quotations from local dealers. All the quoted prices received were significantly greater than the price offered under the Sourcewell contract. Therefore, in the Department's judgment, good cause exists under Section 61(b)(3) of the Charter to waive the competitive procurement requirements of Section 62. The waiver requires the affirmative vote of 2/3 of the Council.

In accordance with City Charter Section 61, we are requesting that Council waive bidding requirements and allow for the issuance of a purchase order to Jesco, Inc. in the amount of $78,000.

I concur with the above recommendation and request your approval of Resolution R-38-25.

ATTACHMENTS: 1. 20250616 - Resolution R-38-25

RESOLUTION
OF THE COUNCIL OF THE CITY OF BOWIE, MARYLAND
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 $78,000 FOR THE PURCHASE OF ONE MINI EXCAVATOR, BY PIGGYBACKING A SOURCEWELL CONTRACT

WHEREAS, the FY26 budget allows for the purchase of a mini excavator, which will be used by the utilities division; and

WHEREAS, the Public Works Department located a contract awarded by Sourcewell, a unit of Minnesota state government formed for cooperative bidding purposes, to John Deere (Contract #011723-JDC), including mini excavators meeting the needs of the utilities division; and

WHEREAS, the Mid-Atlantic John Deere franchisee is Jesco, Inc. of South Plainfield, New Jersey, with a local office in Waldorf, Maryland; and

WHEREAS, the cost of the mini excavator is $78,000, which is within the budgeted amount of $85,600; and

WHEREAS, the Sourcewell contract may be deemed not substantially equivalent to the City's procurement practices for purposes of applying the cooperative bidding section of the City Charter, because Sourcewell charges a fee to participating vendors; and

WHEREAS, the Department investigated whether better results might be obtained through a City-initiated competitive procurement process, by obtaining several quotations from local dealers; and

WHEREAS, all prices received were significantly greater than the price offered under the Sourcewell contract; and

WHEREAS, in the Department's judgment, good cause exists under Section 61(b)(3) of the Charter to waive the competitive procurement requirements of Section 62; and

WHEREAS, the waiver requires the affirmative vote of two-thirds of the Council.

NOW, THEREFORE, BE IT RESOLVED, by the Council of the City of Bowie, Maryland, by at least two-thirds vote, that:

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 issue a purchase order to the said company for the above-mentioned equipment.

INTRODUCED AND PASSED by the Council of the City of Bowie, Maryland, at a meeting on June 16, 2025, by a vote of at least two-thirds of the members of the Council.

ATTEST:

_____
Awilda Hernandez, MMC
City Clerk

CITY OF BOWIE, MARYLAND

_____
Timothy J. Adams
Mayor

Memorandum

TO: City Council

FROM: Alfred Lott, City Manager

SUBJECT: Waive Bidding for the Replacement of Ventrac Tractor #340 - Resolution R-39-25

DATE: 06/12/2025

The FY26 budget allows for the replacement of Ventrac tractor #340, which will be used by the stormwater management division. The Public Works Department located a contract awarded by Sourcewell, a unit of Minnesota state government formed for cooperative bidding purposes, to The Toro Company (Contract #112624), including Ventrac tractors meeting the needs of the stormwater management division. The mid-Atlantic Toro franchisee is D.W. Ogg Equipment Company of Frederick, Maryland. The cost of the Ventrac tractor is $35,861.60, which is within the budgeted amount of $38,400.

The Sourcewell contract may be deemed not substantially equivalent to the City's procurement practices for purposes of applying the cooperative bidding section of the City Charter, because Sourcewell charges a fee to participating vendors. The Department investigated whether better results might be obtained through a City-initiated competitive procurement process, by obtaining several quotations from local dealers. All the quoted prices received were significantly greater than the price offered under the Sourcewell contract. Therefore, in the Department's judgment, good cause exists under Section 61(b)(3) of the Charter to waive the competitive procurement requirements of Section 62. The waiver requires the affirmative vote of 2/3 of the Council.

In accordance with City Charter Section 61, we are requesting that Council waive bidding requirements and allow for the issuance of a purchase order to D.W. Ogg Equipment Company in the amount of $35,861.60.

I concur with the above recommendation and request your approval of Resolution R-39-25.

ATTACHMENTS: 1. 20250616 - Resolution R-39-25

RESOLUTION
OF THE COUNCIL OF THE CITY OF BOWIE, MARYLAND
WAIVING THE COMPETITIVE BIDDING REQUIRMENTS OF SECTION 61 "PURCHASING AND CONTRACTING" OF THE CHARTER OF THE CITY OF BOWIE AND AWARDING A CONTRACT TO D.W. OGG EQUIPMENT COMPANY IN THE AMOUNT OF $35,861.60 FOR THE PURCHASE OF ONE VENTRAC TRACTOR, BY PIGGYBACKING A SOURCEWELL CONTRACT

WHEREAS, the FY26 budget allows for the replacement of Ventrac tractor #340, which will be used by the stormwater management division; and

WHEREAS, the Public Works Department located a contract awarded by Sourcewell, a unit of Minnesota state government formed for cooperative bidding purposes, to The Toro Company (Contract #112624), including Ventrac tractors meeting the needs of the stormwater management division; and

WHEREAS, the Mid-Atlantic Toro franchisee is D.W. Ogg Equipment Company of Frederick, Maryland; and

WHEREAS, the cost of the Ventrac tractor is $35,861.60, which is within the budgeted amount of $38,400; and

WHEREAS, the Sourcewell contract may be deemed not substantially equivalent to the City's procurement practices for purposes of applying the cooperative bidding section of the City Charter, because Sourcewell charges a fee to participating vendors; and

WHEREAS, the Department investigated whether better results might be obtained through a City-initiated competitive procurement process, by obtaining several quotations from local dealers; and

WHEREAS, all prices received were significantly greater than the price offered under the Sourcewell contract; and

WHEREAS, in the Department's judgment, good cause exists under Section 61(b)(3) of the Charter to waive the competitive procurement requirements of Section 62; and

WHEREAS, the waiver requires the affirmative vote of two-thirds of the Council.

NOW, THEREFORE, BE IT RESOLVED, by the Council of the City of Bowie, Maryland, by at least two-thirds vote, that:

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 issue a purchase order to the said company for the above-mentioned equipment.

INTRODUCED AND PASSED by the Council of the City of Bowie, Maryland, at a meeting on June 16, 2025, by a vote of at least two-thirds of the members of the Council.

ATTEST: THE **CITY OF BOWIE, MARYLAND**

_____
Awilda Hernandez, MMC
City Clerk

_____
Timothy J. Adams
Mayor

Memorandum

TO: City Council

FROM: Alfred Lott, City Manager

SUBJECT: Police Department Marketing Services for Recruitment of Police Personnel Resolution R-41-25

DATE: 06/12/2025

A legal notice advertising a Request for Proposals for the Police Department Marketing Services for Recruitment of Police Personnel was placed on eMaryland Marketplace and Bid Locker on September 20, 2024. Proposals were received from the following vendors at the date set for receipt of proposals on October 11, 2024.

	Original Offer (Implementation and year one software cost)	Option Year 1
First Arriving, LLC	$50,650	$31,650
Urban One, Inc.	$50,000	No Price Given

The proposals were evaluated as required by the City Charter and Procurement Policy. Criteria for selection included the technical approach (35%), past performance (20%), price (25%), key personnel (20%).

After careful review of the offers, it was determined that First Arriving had submitted the most responsive and responsible offer. The City of Bowie Police Department would like to exercise Option Year 1 in the amount of $31,650.

I concur with the above recommendation and request your approval of Resolution R-41-25.

ATTACHMENTS: 1. 20250616 - Resolution R-41-25

RESOLUTION
OF THE COUNCIL OF THE CITY OF BOWIE, MARYLAND ACCEPTING A PROPOSAL FOR POLICE DEPARTMENT MARKETING SERVICES FOR RECRUITMENT OF POLICE PERSONNEL WITH FIRST ARRIVING, LLC IN THE AMOUNT OF $31,650

WHEREAS, pursuant to Section 61 of the City Charter, a Request for Proposals (RFP) was issued on eMaryland Marketplace and on Bid Locker for Police Department Marketing Services for Recruitment of Police Personnel; and

WHEREAS, on the October 11, 2024, due date, the City received two (2) proposals; and

WHEREAS, the proposals were evaluated as required by City Charter and the Procurement Policy; and

WHEREAS, after careful evaluation, review of the proposals and negotiations of the proposals that were submitted, it was determined that First Arriving, LLC had submitted the most responsive and responsible proposal that was in the best interest of the City; and

WHEREAS, the original request for proposals included option pricing for option years; and

WHEREAS, First Arriving, LLC, provided option year pricing in the amount of $31,650 got Option Year 1.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Bowie, Maryland, that the Council hereby accepts the Option Year pricing proposal of First Arriving, LLC, and authorizes the City Manager to exercise Option Year 1 with First Arriving in the amount of $31,650.

INTRODUCED AND PASSED by the Council of the City of Bowie, Maryland at a meeting on June 16, 2025.

ATTEST:

_____
Awilda Hernandez, MMC
City Clerk

THE CITY OF BOWIE, MARYLAND

_____
Timothy J. Adams
Mayor

Memorandum

TO: City Council

FROM: Alfred Lott, City Manager

SUBJECT: Flooring Replacement at City Hall 1st Floor (Phase 2) Contract Award to Commercial Carpets of America, Inc. - Resolution R-42-25

DATE: 06/12/2025

The City of Bowie intends to replace flooring in portions of City Hall 1st floor as Phase 2 of a multi-year project. City staff found a cooperative contract through Prince William County on which the City can piggyback.

The adopted FY26 budget has appropriated $120,000 for the replacement of flooring in portions of City Hall 1st floor Phase 2. Under the Prince William County contract, Commercial Carpets of America has given a price for Phase2 of Seventy-Eight Thousand Four Hundred Fifty-Eight Dollars and Sixty-Four Cents ($78,458.64) 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 2 of the flooring replacement project.

I concur with the recommendation of the Department of Community Services and request your approval of Resolution R-42-25.

ATTACHMENTS: 1. 20250616 - Resolution R-42-25

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

WHEREAS, the Charter of the City of Bowie, Maryland (hereinafter, "the City") requires, in section 61, that all expenditures for inter alia, materials, construction of public improvements or contractual services involving more than twenty-five thousand dollars be made by written contract upon sealed bids to the lowest responsible bidder, except where the City Council by two-thirds (2/3) vote of its members waives the bidding requirement for good cause shown; and

WHEREAS, the City of Bowie intends to replace flooring in 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 proposed contract price for the services to be procured will exceed twenty-five thousand dollars and the City Council deems the aforestated economic efficiencies to constitute good cause to waive the bidding requirements otherwise required by the Charter.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Bowie, Maryland, by at least a two-thirds (2/3) vote of its members, that:

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

Section 2. The City Manager is hereby authorized to enter into an agreement with the said company for the above mentioned services.

INTRODUCED AND PASSED by the Council of the City of Bowie, Maryland at a meeting on June 16, 2025, by a vote of at least two-thirds (2/3) of the members of the Council.

ATTEST: **THE CITY OF BOWIE, MARYLAND**

Awilda Hernandez, MMC
City Clerk

Timothy J. Adams
Mayor

Memorandum

TO: City Council

FROM: Alfred Lott, City Manager

SUBJECT: Maintenance of Street Lights - Resolution R-43-25

DATE: 06/12/2025

A legal notice advertising an Invitation for Bids for maintenance of street lights was placed on eMaryland Marketplace Advantage and Bid Locker. The contract term of this contract will be for one year (FY26) with the City having sole discretion to renew for four additional one-year periods (FY27 thru FY30). At the close of bidding at 1:00 p.m., Monday, June 2, 2025, one (1) bid proposal was received from the following:

Lighting Maintenance, Inc.	Linthicum, Maryland

After careful review of the proposals submitted, it was determined that Lighting Maintenance, Inc. had submitted a responsive and responsible bid proposal. Price increases will not be considered for the first year of the contract. Requests for price adjustments after the initial term must be submitted in writing in an amount that does not exceed the annual percentage change of the Consumer Price Index (CPI) for the twelve-month period immediately prior to the date of the request.

The Public Works Department recommends that the bid proposal from Lighting Maintenance, Inc. be accepted. The FY26 budget for this work is $550,000.

I concur with the above recommendation to award to Lighting Maintenance, Inc. and request your approval of Resolution R-43-25.

ATTACHMENTS: 1. 20250616 - Resolution R-43-25

RESOLUTION
OF THE COUNCIL OF THE CITY OF BOWIE, MARYLAND
AWARDING A CONTRACT TO LIGHTING MAINTENANCE, INC. FOR STREET LIGHT MAINTENANCE IN AN AMOUNT NOT TO EXCEED $550,000.00

WHEREAS, a legal notice advertising an Invitation for Bids for the maintenance of Street Lights was placed on eMaryland Marketplace Advantage and Bid Locker; and

WHEREAS, the contract term of this contract will be for one year (FY26) with the City having sole discretion to renew for four additional one-year periods (FY27-FY30); and

WHEREAS, at the close of bidding at 1:00 p.m., Monday, June 2, 2025, the City received one (1) bid; and

WHEREAS, after careful review of the bid submitted, it was determined that Lighting Maintenance, Inc. had submitted a responsible and responsive proposal; and

WHEREAS, price increases will not be considered for the first year contract. Requests for price adjustments after the initial term must be submitted in writing in an amount that does not exceed the annual percentage of the Consumer Price Index (CPI) for the twelve-month period immediately prior to the date of the request.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Bowie, Maryland, that the Council hereby accepts the bid of Lighting Maintenance, Inc. and authorizes the City Manager to enter into a contract with Lighting Maintenance, Inc. in an amount not to exceed $550,000.

INTRODUCED AND PASSED by the Council of the City of Bowie, Maryland at a meeting on June 16, 2025.

ATTEST:

_____
Awilda Hernandez, MMC
City Clerk

THE CITY OF BOWIE, MARYLAND

_____
Timothy J. Adams
Mayor

Memorandum

TO: City Council

FROM: Alfred Lott, City Manager

SUBJECT: Supply and Delivery of Liquid Aluminum Sulfate for the Wastewater Treatment Plant Resolution R-44-25

DATE: 06/12/2025

A legal notice advertising an Invitation for Bids for the supply and delivery of Liquid Aluminum Sulfate for the wastewater treatment was placed on eMaryland Marketplace Advantage and Bid Locker. At the close of bidding at 11:00 a.m., Tuesday, June 3, 2025, the City received two (2) bids for the supply and delivery of liquid aluminum sulfate to be used in wastewater treatment. Below is a tabulation of the bids received:

Liquid Aluminum Sulfate – 28,000 gals/year **Bidder**	**WWTP** **Year 1 (FY26)**
USALCO, LLC Baltimore, MD	$1.50/gal
Chemtrade Chemicals US LLC Parsippany, NJ	$1.98/gal

The term of the contract will be for the period of FY26, except the City shall have the option, in its sole discretion, to renew the contracts for three additional one-year terms (FY27-FY29).

After careful review of the proposals submitted, it was determined that USALCO, LLC had submitted a responsive and responsible bid proposal. Price increases will not be considered for the first year of the contract. Requests for price adjustments after the initial term must be submitted in writing in an amount that does not exceed the annual percentage change of the Consumer Price Index (CPI) for the twelve-month period immediately prior to the date of the request.

The Public Works Department recommends that the bid proposal from USALCO, LLC for liquid aluminum sulfate be accepted. The FY26 budget for this work is $41,700.

I concur with the above recommendation to award to USALCO, LLC for liquid aluminum sulfate and request your approval of Resolution R-44-25.

ATTACHMENTS: 1. 20250616 - Resolution R-44-25

RESOLUTION
OF THE COUNCIL OF THE CITY OF BOWIE, MARYLAND AWARDING A CONTRACT TO USALCO, LLC FOR THE SUPPLY AND DELIVERY OF LIQUID ALUMINUM SULFATE TO THE WASTEWATER TREATMENT PLANT

WHEREAS, a legal notice advertising and Invitation for Bids for the supply and delivery of Liquid Aluminum Sulfate to the Wastewaster Treatment Plant was placed on eMaryland Marketplace Advantage and Bid Locker; and

WHEREAS, at the close of the bidding at 11:00 a.m., Tuesday, June 3, 2025, the City received two (2) bids; and

WHEREAS, the contract term of this contract will be for one year (FY26) with the City having sole discretion to renew for three additional one-year periods (FY27-FY29): and

WHEREAS, after careful review of the bids submitted, it was determined that USALCO, LLC had submitted a responsible and responsive proposal; and

WHEREAS, price increases will not be considered for the first year contract. Requests for price adjustments after the initial term must be submitted in writing in an amount that does not exceed the annual percentage of the Consumer Price Index (CPI) for the twelve-month period immediately prior to the date of the request.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Bowie, Maryland, that the Council hereby accepts the bid of USALCO, LLC and authorizes the City Manager to enter a contract with USALCO, LLC in the amount not to exceed $41,700.

INTRODUCED AND PASSED by the Council of the City of Bowie, Maryland at a meeting on June 16, 2025.

ATTEST: **THE CITY OF BOWIE, MARYLAND**

_____ _____

Awilda Hernandez, MMC
City Clerk

Timothy J. Adams
Mayor

Memorandum

TO: City Council

FROM: Alfred Lott, City Manager

SUBJECT: Contract for Purchase and Installation of a New Amphitheater Canopy to Sparks At Play, LLC. - Resolution R-45-25

DATE: 06/12/2025

The City of Bowie intends to replace the amphitheater canopy at Allen Pond Park. City staff has identified a cooperative purchasing opportunity through Sourcewell, a nationally recognized procurement cooperative, which allows the City to utilize an existing competitively bid contract. The Sourcewell contract was awarded to Poligon by PorterCorp for the manufacture and supply of the canopy structure. Poligon by PorterCorp has designated Sparks At Play, LLC as the sole authorized distributor and installer for this region.

The adopted FY2026 budget includes an appropriation of $440,000.00 for the procurement of the modular canopy for the amphitheater project. Under the Sourcewell contract, Sparks At Play, LLC has provided a proposal for the furnishing and installation of the new canopy in the amount of **Three Hundred Seventy-Eight Thousand Seven Hundred Forty-Six Dollars and Twenty-Three Cents ($378,746.23)**. This amount is within the allocated budget.

The Department of Community Services recommends that the City Council waive the formal bidding requirements, pursuant to Section 61(b) of the City Charter, for good cause shown, to allow for the purchase and installation of the new canopy under the cooperative purchasing agreement.

I concur with the recommendation of the Department of Community Services and respectfully request your approval of Resolution R-45-25.

ATTACHMENTS: 1. 20250616 - Resolution R-45-25

RESOLUTION
OF THE COUNCIL OF THE CITY OF BOWIE, MARYLAND WAIVING THE COMPETITIVE BIDDING REQUIREMENTS OF SECTION 61 "PURCHASING AND CONTRACTING" OF THE CHARTER OF THE CITY OF BOWIE TO ALLOW THE PURCHASE AND INSTALLATION OF NEW AMPHITHEATER CANOPY, AND AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH SPARKS AT PLAY, LLC

WHEREAS, the Charter of the City of Bowie, Maryland (hereinafter, "the City") requires, in section 61, that all expenditures for inter alia, materials, construction of public improvements or contractual services involving more than twenty-five thousand dollars be made by written contract upon sealed bids to the lowest responsible bidder, except where the City Council by two-thirds (2/3) vote of its members waives the bidding requirement for good cause shown; and

WHEREAS, the City of Bowie intends to replace the Amphitheater canopy at Allen Pond Park; and

WHEREAS, staff has identified a cooperative purchasing opportunity through Sourcewell that is available for the City of Bowie to use; and

WHEREAS, The Sourcewell contract was awarded to Poligon by PorterCorp for the manufacture and supply of the canopy structure. Poligon by PorterCorp has designated Sparks At Play, LLC as the sole authorized distributor and installer for this region; and

WHEREAS, the City Council deems the fact that the Sourcewell contract was awarded to Poligon by PorterCorp after a competitive bidding process and Sparks At Play, LLC is the Sole authorized distributor and installer for this region constitutes good cause to waive the bidding requirements otherwise required by Section 61 of the Charter.

WHEREAS, the proposed contract price for the services to be procured will exceed twenty-five thousand dollars and the City Council deems the aforestated economic efficiencies to constitute good cause to waive the bidding requirements otherwise required by the Charter.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Bowie, Maryland, by at least a two-thirds (2/3) vote of its members, that:

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

Section 2. The City Manager is hereby authorized to enter into an agreement with the said company for the above mentioned services.

INTRODUCED AND PASSED by the Council of the City of Bowie, Maryland at a meeting on June 16, 2025 by a vote of at least two-thirds (2/3) of the members of the Council.

ATTEST:

_____
Awilda Hernandez, MMC
City Clerk

THE CITY OF BOWIE, MARYLAND

_____
Timothy J. Adams
Mayor

Memorandum

TO: City Council

FROM: Alfred Lott, City Manager

SUBJECT: RFP/Task Order #3-21 Idlewild Drive Outfall Restoration Design - Resolution R-46-25

DATE: 06/12/2025

On October 31, 2018, the City entered into an Architect/Engineering Open End Agreement for Category 3-Stormwater Management and Ecological (Design & CMI) with KCI Technologies, Inc. (KCI) of Sparks, MD, Rummel, Klepper & Kahl, LLP (RK&K), of Baltimore, MD, A. Morton Thomas & Associates, Inc. (AMT) of Rockville, MD, Brudis & Associates, Inc. (BAI), of Columbia, MD and BayLand Consultants & Designs, Inc., (BayLand) of Columbia, MD. Professional Services delivered through these Agreements are negotiated and procured on a Task Order basis as the City's needs arise.

On May 29, 2025, the Public Works Department advertised a Notice of Intent to Negotiate with KCI, RK&K, AMT, BAI & BayLand for RFP/Task Order #3-21 Idlewild Drive Outfall Restoration Design under the Architect/Engineering Open End Agreement. On June 10, 2025, Proposals were received from KCI, BayLand, AMT and BAI. For this Task, KCI was selected based on cost, capacity to perform in a timely manner and understanding of the project.

In accordance with City Charter Section 61(b)(4), a fee of $99,069.50 for the required services was negotiated. This is within the amount budgeted in the FY25 Stormwater Management CIP Account.

The Public Works Department recommends that Council authorize the issuance of a Purchase Order to KCI for Task Order/RFP#3-21 pursuant to the Master Contract approved on October 31, 2018.

I concur with the recommendation of the Public Works Department and request your approval of Resolution R-46-25.

ATTACHMENTS: 1. 20250616 - Resolution R-46-25

RESOLUTION
OF THE COUNCIL OF THE CITY OF BOWIE, MARYLAND
AUTHORIZING THE ISSUANCE OF A PURCHASE ORDER TO KCI TECHNOLOGIES, INC. FOR TASK ORDER/RFP#3-21 IN THE AMOUNT OF $99,069.50 IN ACCORDANCE WITH THE MASTER CONTRACT APPROVED ON OCTOBER 31, 2018

WHEREAS, on May 29, 2025, the Public Works Department advertised a Notice of Intent to Negotiate with KCI, RK&K, AMT, BAI & BayLand for RFP/Task Order #3-21 Idlewild Drive Outfall Restoration Design; and

WHEREAS, on June 10, 2025, Proposals were received from KCI, BayLand, AMT and BAI for this Task; and

WHEREAS, for this Task, KCI was selected based on cost, capacity to perform in a timely manner and understanding of the project, and

WHEREAS, in accordance with City Charter Section 61(b)(4), a fee of $99,069.50 for the required services was negotiated. This is within the amount budgeted in the FY25 Stormwater Management CIP Account.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Bowie, Maryland, that the Council authorizes the issuance of a Purchase Order to KCI for Task Order/RFP#3-21 pursuant to the Master Contract approved on October 31, 2018.

INTRODUCED AND PASSED by the Council of the City of Bowie, Maryland at a meeting on June 16, 2025.

ATTEST:

_____
Awilda Hernandez, MMC
City Clerk

THE CITY OF BOWIE, MARYLAND

_____
Timothy J. Adams
Mayor

Memorandum

TO: City Council

FROM: Alfred Lott, City Manager

SUBJECT: City of Bowie Purchase of 15200 Major Lansdale Boulevard
Emergency Ordinance O-5-25

DATE: 06/12/2025

The City of Bowie is purchasing the commercial-zoned (TAC-E) property located at 15200 Major Lansdale Boulevard, Bowie 20716 for $11,970,000. Under the terms of the purchase and sale agreement entered into by the City on May 16, 2025, a **$1,197,000 non-refundable deposit has been made**.

The property is being sold by direction of the lenders and note holders who were part of the July 2024 sale of the property to a church.

The former Regal Cinema property is approximately 11.97± acres with a 55,280 square foot movie theater constructed upon it.

The property was purchased in July 2024 by the Passion Java church for $10,250,000.00. The current assessed value of the property is $9,077,500.00

The City has an established land acquisition policy, described in Resolution R-61-98, that has eleven possible reasons for the City to acquire land. Three (3) of those reasons apply directly to this property:

- Acquisition would allow the City to influence land use for a particular property
- Acquisition would be for redevelopment or revitalization
- Acquisition would be in the best interest of the City as determined by the City

HOW COULD THE PROPERTY BE USED?

In April this year, the City Council gave the City's Economic Development Committee (EDC) the task of re-envisioning the Town Center area of Bowie; that area includes the Regal Cinema property, Macy's, United Furniture, the original Bowie Town Center, and other parcels. The EDC is conducting twice monthly working meetings, open to the public and publicized on the City's website. The re-envisioning renderings will be presented to the City Council in September 2025 and subsequently taken through a full public comment/stakeholders process to further refine the ideas. Staff and Council will then work on a development plan for the property that the City can then use as a basis to find public and private sector development partners to build or a buyer to purchase. This entire

process can be more than 5 years long; many private sector developers spend close to 10 years preparing their development plans, and we expect our process to be no speedier.

ATTACHMENTS: 1. 20250616 - Emergency Ordinance O-5-25

EMERGENCY ORDINANCE
OF THE COUNCIL OF THE CITY OF BOWIE, MARYLAND
AUTHORIZING THE ACQUISITION OF CERTAIN REAL PROPERTY LOCATED AT 15200 MAJOR LANSDALE BLVD., BOWIE, MARYLAND, 20716, COMPRISING APPROXIMATELY 11.97± ACRES, BEING THE PROPERTY IDENTIFIED AS TAX MAP 55, GRID B1, LOT 1, TAX ID NO. 07-3131711

WHEREAS, pursuant to Md. Code Ann., Local Gov't. Article, § 5-202, the City of Bowie, Maryland ("the City") has the authority to pass such ordinances as it deems necessary to assure the good government of the City; protect and preserve the City's rights, property, and privileges; and preserve peace and good order; and

WHEREAS, Md. Code Ann., Local Gov't Art., § 5-204(c) authorizes the City to acquire by conveyance or purchase real property needed for any public purpose; and

WHEREAS, there is certain property currently owned by the Passion Java Ministries Inc. ("the Church"), acquired from GRP Major Lansdale, by deed dated July 18, 2024, recorded among the Land Records of Prince George's County, Maryland in Liber 49989, Folio 219, et seq., comprising 11.97± acres of land, and known as 15200 Major Lansdale Blvd, Bowie, Maryland 20716 ("the Property"); and

WHEREAS, the Church wishes to sell and the City wishes to purchase the Property for a sales price of Eleven Million Nine Hundred Seventy Thousand and 00/100 Dollars ($11,970,000.00), upon the terms and conditions set forth in a Contract of Sale dated May 16, 2025, for the purpose of potentially locating City facilities thereon; and

WHEREAS, Section 12 of the City Charter provides that an ordinance shall ordinarily be adopted no sooner than 6 and no more than 60 days after introduction unless enacted as an emergency measure; and

WHEREAS, Section 12 further provides that an ordinance will take effect thirty days after adoption unless the Council, by a (2/3) majority vote, determines it should take effect sooner.

WHEREAS, the City Council deems the acquisition of the Property to be an emergency and by a (2/3) majority declares its intention that the ordinance take effect immediately.

Section 1: NOW, THEREFORE, BE IT ORDAINED by the Bowie City Council that provided all of the conditions and prerequisites to closing set forth in the Purchase Contract are met, the City Manager is authorized to take all actions necessary to acquire the Property, including the payment of the required consideration, and to accept a deed from the Church and to record or cause to be recorded such deed in the Land Records of Prince George's County.

Section 2: **BE IT FURTHER ORDAINED** by the Bowie City Council that this Ordinance is declared an emergency and, upon the favorable vote of at least (2/3) of the members of the City Council, this Ordinance shall become effective immediately upon adoption, provided that a fair summary of this Ordinance is published 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 June 2, 2025.

PASSED by the Council of the City of Bowie, Maryland at a Regular Meeting on _____, 20___.

ATTEST:

_____
Awilda Hernandez, MMC
City Clerk

THE CITY OF BOWIE, MARYLAND

_____
Timothy J. Adams
Mayor

APPROVED AS TO FORM AND SUFFICIENCY:

_____
Elissa D. Levan
City Attorney

Memorandum

TO: City Council

FROM: Alfred Lott, City Manager

SUBJECT: Supplemental Appropriations for the Annual Budget for Fiscal Year 2025
Emergency Ordinance O-6-25

DATE: 06/12/2025

Emergency Ordinance O-6-25 proposes to amend the City's Fiscal Year 2025 Annual Budget by appropriating an additional $11,970,000 for the following purposes:

To acquire real property located at 15200 Major Lansdale Blvd., Bowie, Maryland 20716, comprising approximately 11.97+ acres. The required funds shall be transferred from the general funds.

General Fund

Revenues				
01	48005	Appropriated Fund Balance		$ 11,970,000
			Total Revenues	$ 11,970,000
Expenditure Appropriation				
01920	59005	Capital Project Fund		$ 11,970,000
			Total Appropriations	$ 11,970,000
Capital Projects Fund				
Revenues				
10	49010	Transfer from General Fund		$ 11,970,000
			Total Revenues	$ 11,970,000
Expenditure Appropriation				
10181	57005	Land Acquisition		$ 11,970,000
			Total Appropriations	$ 11,970,000

Council's approval of Emergency Ordinance O-6-25 providing supplemental appropriations for the annual budget for the fiscal year ending June 30, 2025 is requested.

ATTACHMENTS: 1. 20250616 - Emergency Ordinance O-6-25

EMERGENCY 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, AND AMENDED BY ORDINANCES O-7-24, O-2-25 AND O-3-25 TO APPROPRIATE FUNDS FOR THE ACQUISITION OF CERTAIN REAL PROPERTY AS DESCRIBED IN ORDINANCE O-5-25, KNOWN AS THE REGAL THEATER PROPERTY

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 O-4-24, and amended by Ordinances O-7-24, O-2-25 and O-3-25 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, 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 (2/3) vote of all the individuals elected to the City Council; 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, it has become necessary to appropriate additional funding for the acquisition of certain real property as authorized by Emergency Ordinance O-5-25; 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; however, the Council may, upon a two-thirds (2/3) vote of its members, provide that an emergency ordinance will take effect on a date earlier than thirty days after its passage; and

WHEREAS, the City Council has determined that, for the foregoing reasons, an emergency exists warranting that this ordinance take effect immediately upon adoption.

Section 1: NOW, THEREFORE, BE IT ORDAINED AND ENACTED, by the Council of the City of Bowie, Maryland, that the Budget for the Fiscal Year beginning July 1, 2024, ending June 30, 2025, as adopted by Ordinance O-4-24, and amended by Ordinances O-7-24, O-2-25 and O-3-25 is amended as follows:

*** General Fund***

ESTIMATED REVENUES			
		***	
Appropriated Fund Balance	[$19,797,700]		$ 31,767,700
Total Revenues	[$85,130,100]		$ 97,100,100
APPROPRIATION BY ACTIVITY			
		***	
Transfer to Capital Projects Fund	[$5,563,300]		$ 17,533,300
Total Appropriations	[$85,130,100]		$ 97,100,100
		***	

*** Capital Projects Fund***

ESTIMATED REVENUES			
		***	
Transfer from General Fund	[$5,563,300]		$ 17,533,300
Total Revenues	[$46,867,100]		$ 58,837,100
APPROPRIATION BY ACTIVITY			
		***	
Land Acquisition	[$1,570,200]		$ 13,540,200
Total Appropriations	[$46,867,100]		$ 58,837,100
		***	

Section 2: AND BE IT FURTHER ORDAINED by the Council of the City of Bowie, Maryland, that this Ordinance is declared an emergency and, upon the favorable vote of two-thirds (2/3) of the members of the City Council, this Ordinance shall become effective immediately upon adoption, provided that a fair summary of this Ordinance is published 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 June 2, 2025.

PASSED by the Council of the City of Bowie, Maryland at a Regular Meeting on _____, on 20___.

ATTEST:

_____
Awilda Hernandez, MMC
City Clerk

THE CITY OF BOWIE, MARYLAND

_____
Timothy J. Adams
Mayor

APPROVED AS TO FORM AND SUFFICIENCY:

_____
Elissa D. Levan
City Attorney

[BRACKETS] : Indicate amendments to existing budget.