



Town Council
Regular Meeting
December 10, 2024, 6:00 PM

Agenda

1. Call to Order

1.1. Call to Order

Attendees, please use meeting courtesy. Virtual attendees are asked to mute microphones when joining the meeting. Participants may be muted by the Town Clerk and meetings will be recorded.

In accordance with the Open Meetings Act, the public has the right to view/listen to the discussion only. At their discretion, the Town Council may allow participants to voice questions or provide comments on the topics under discussion. Written comments may be submitted via email to Legislative@townoflaplata.org. Individuals wishing to address the Town Council may sign up in advance on the Town's website (Public Communications) or on the meeting sign-up sheet.

Join on your computer, mobile app, or room device.

[Join the Meeting](#)

Meeting ID: 239 407 032 347

Passcode: vEFjZB

[Download Teams](#) | [Join on the web](#)

In accordance with the Code of Maryland, General Provisions, Section 3-302 (Open Meetings Act), notice is hereby given that a portion of this meeting will be held in closed session.

1.2. Roll Call

1.3. Pledge of Allegiance

1.4. Approval of the Meeting Agenda

2. Approval of Minutes

2.1. Approval of minutes from Regular Meeting and Closed Session on November 12, 2024.

3. Petitions, Communications, Appearances and Public Comment

3.1. Public Comment

3.2. Expense Report: Budget vs Actual as of September 30, 2024 (Larsen)

4. Matters of Council Discussion

- 4.1. American Rescue Plan Act Budget Amendment (Larsen)
- 4.2. 2025 Town Council Meeting Schedules (Larsen/Phipps)
- 4.3. Tourism Zones Ordinance (Phipps)
- 4.4. Board, Commission, and Committee Vacancies (Miner)

5. Legislation

- 5.1. Resolution 24-27 La Plata Town Council 2025 Meeting Schedules (For Introduction and Consideration of Adoption)

A RESOLUTION concerning

La Plata Town Council 2025 Meeting Schedules

FOR the purpose of maintaining regulated and publicly accessible schedules of Town Council Meetings; and all matters generally relating thereto.

- 5.2. Ordinance 24-18 Amendment to Town of La Plata Fiscal Year 2024 Financial Plan/Budget -- 2023 Series Bonds (2nd Reading; For Consideration of Adoption)

AN ORDINANCE concerning

Amendment to Town of La Plata Fiscal Year 2024 Financial Plan/Budget – 2023 Series Bonds

FOR the purpose of amending the Town of La Plata Fiscal Year 2024 (FY24) Financial Plan/Budget to reflect the activities of the 2023 Series Bonds; and all matters generally relating thereto.

- 5.3. Emergency Ordinance 24-19 Town of La Plata ARPA Spending Plan, Fourth Amendment (For Introduction and Consideration of Adoption)

AN EMERGENCY ORDINANCE concerning

Town of La Plata ARPA Spending Plan, Fourth Amendment

FOR the purpose of amending the Town of La Plata American Rescue Plan Act (ARPA) Spending Plan; and all matters generally relating thereto.

- 5.4. Ordinance 24-20 Tourism Zones (1st Reading; For Introduction)

AN ORDINANCE concerning

Tourism Zones

FOR the purpose of establishing Tourism Zones in the Town of La Plata, as authorized by Maryland Code, Local Government Section 18-401, and to define the administration of a program of incentives to “qualified tourism businesses” located within such Tourism Zones to encourage growth and expansion of tourism-related businesses in the Town of La Plata; and all matters

generally relating thereto.

6. New Business

6.1. Reports from the Mayor and Town Council

7. Motion for a Closed Session

7.1. Statutory Authority to Close Session: § 3-305(b)(15)(iii) deployments or implementation of critical infrastructure
Topic: Information Technology

8. Adjourn

8.1. Adjournment



TOWN OF LA PLATA
Town Council Minutes
November 12, 2024, 6:00 PM
Regular Meeting

PRESENT: Mayor Jeannine James
Councilman, Ward I David Winkler
Councilman, Ward II Matthew Trollinger
Councilman, Ward IV David Jenkins

ABSENT: Councilwoman, Ward III Bryant-Ward

TOWN STAFF: Jay Gullo, Town Attorney
Michelle Miner, Assistant Town Manager
Karina Larsen, Town Treasurer
Carl Schinner, Chief of Police
Monica Kennedy, Director of Human Resources
Danny Wood, Director of Public Works
Melinda Adams, Stormwater Manager
Kirk Parks, Wastewater Superintendent
Martha Tennison, Accounts Manager
Celia Craze, Planner (virtual)
Matthew Norris, La Plata Police Department (virtual)
Kelly Phipps, Interim Town Clerk

GUESTS: See Roster

1. Call to Order

1.1. Call to Order

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In accordance with the Code of Maryland, General Provisions, Section 3-302 (Open Meetings Act), notice is hereby given that a portion of this meeting will be held in closed session.

Mayor James called the meeting to order at 6:00 PM.

1.2. Roll Call

The Interim Town Clerk conducted Roll Call.

1.3. Pledge of Allegiance

Mayor James led all assembled in the Pledge of Allegiance.

1.4. Approval of the Meeting Agenda

Motion to approve the meeting agenda as presented.

2. Approval of Minutes

2.1. Approval of minutes from the Special Meeting on October 29, 2024.

Motion to approve the minutes of the Special Meeting on October 29, 2024, as presented.

3. Petitions, Communications, Appearances and Public Comment

3.1. Public Comment

Jenna Warman spoke on the subject of backyard chickens.

4. Matters of Information

4.1. Pension Plan Update (Kennedy)

Director Kennedy provided a status update on the pension plan in development and answered questions from the Town Council. The Town Council reached a consensus that representatives of AmRET and USI [Consulting Group] should present their proposed plans to the Town Council. Director Kennedy will extend invitations to AmRET and USI.

5. Matters of Council Discussion

5.1. Water Meter Setter Purchase (Wood)

The Town Council reached a consensus to proceed with legislation.

5.2. Inspections Department Vehicle Purchase (Mosrie)

The Town Council reached a consensus to proceed with legislation.

5.3. Willow Lane Pump Station Maintenance (Parks)

The Town Council reached a consensus to proceed with legislation.

5.4. Tilghman Lake Settling Basins (Adams)

The Town Council reached a consensus to proceed with legislation.

5.5. Fiscal Year 2024 Financial Plan/Budget Amendment (Larsen)

The Town Council reached a consensus to proceed with legislation.

6. Legislation

6.1. Resolution 24-23 Water Meter Setter Purchase (For Introduction and Consideration of Adoption)

A RESOLUTION concerning

Water Meter Setter Purchase

FOR the purpose of authorizing the Chief Executive Officer to enter into a contract purchase agreement for the purchase of water meter setters; and all matters generally relating thereto.

The Assistant Town Manager read Resolution 24-23.

Motion to adopt Resolution 24-23 as presented.

Moved By: Matthew Trollinger, seconded by David Jenkins.
Councilman, Ward II Trollinger moved to Adopt.

Ayes: Mayor James, Councilman, Ward I Winkler, Councilman, Ward II Trollinger, Councilman, Ward IV Jenkins

Nays: None

Abstained: None

Absent: Councilwoman, Ward III Bryant-Ward

Passed

- 6.2. Resolution 24-25 Inspections Department Vehicle Purchase (For Introduction and Consideration of Adoption)

A RESOLUTION concerning

Inspections Department Vehicle Purchase

FOR the purpose of authorizing the Town Manager to enter into a contract agreement for the purchase of one (1) 2024 Chevrolet Silverado 1500 Truck for use by the Inspections Department for code enforcement and inspection activities; and all matters generally relating thereto.

The Assistant Town Manager read Resolution 24-25.

Motion to adopt Resolution 24-25 as presented.

Moved By: David Jenkins, seconded by Matthew Trollinger.
Councilman, Ward IV Jenkins moved to Adopt.

Ayes: Mayor James, Councilman, Ward I Winkler, Councilman, Ward II Trollinger, Councilman, Ward IV Jenkins

Nays: None

Abstained: None

Absent: Councilwoman, Ward III Bryant-Ward

- 6.3. Resolution 24-24 Willow Lane Pump Station (For Introduction and Consideration of Adoption)

A RESOLUTION concerning

Willow Lane Pump Station Maintenance

FOR the purpose of authorizing the Chief Executive Officer to enter into a contract agreement for

the cleaning of accumulated fats, oil, and grease from Pump Station Wet Well, and the hauling and disposal of said accumulation; and all matters generally relating thereto.

The Assistant Town Manager read Resolution 24-24.

Motion to adopt Resolution 24-24 as presented.

Moved By: David Jenkins, seconded by David Winkler.

Councilman, Ward IV Jenkins moved to Adopt.

Ayes: Mayor James, Councilman, Ward I Winkler, Councilman, Ward II Trollinger, Councilman, Ward IV Jenkins

Nays: None

Abstained: None

Absent: Councilwoman, Ward III Bryant-Ward

6.4. Resolution 24-26 Tilghman Lake Settling Basins (For Introduction and Consideration of Adoption)

A RESOLUTION concerning

Tilghman Lake Park Settling Basins

FOR the purpose of authorizing the Chief Executive Officer to enter into a contract service agreement for the creation and maintenance of settling basins at Tilghman Lake Park; and all matters generally relating thereto.

The Assistant Town Manager read Resolution 24-26.

Motion to adopt Resolution 24-26 as presented.

Moved By: David Jenkins, seconded by David Winkler.

Councilman, Ward IV Jenkins moved to Adopt.

Ayes: Mayor James, Councilman, Ward I Winkler, Councilman, Ward II Trollinger, Councilman, Ward IV Jenkins

Nays: None

Abstained: None

Absent: Councilwoman, Ward III Bryant-Ward

Passed

6.5. Ordinance 24-18 Fiscal Year 2025 Financial Plan/Budget Amendment (1st Reading; For Introduction)

AN ORDINANCE concerning

**Amendment to Town of La Plata Fiscal Year
2024 Financial Plan/Budget – 2023 Series Bonds**

FOR the purpose of amending the Town of La Plata Fiscal Year 2024 (FY24) Financial Plan/Budget to reflect the activities of the 2023 Series Bonds; and all matters generally relating thereto.

The Assistant Town Manager introduced Ordinance 24-18.

7. New Business

7.1. Reports from the Mayor and Town Council

- Councilman Winkler reported that the Historic Preservation Commission will meet on Friday [November 15, 2024] and extended congratulations to the La Plata High School Cross Country team on their recent accomplishments.
- Councilman Trollinger had no report.
- Councilman Jenkins reported that the Parks and Recreation Commission will meet virtually on Wednesday [November 13] at 7:30 AM.
- Mayor James congratulated Chief Schinner on eleven years of service in the La Plata Police Department and commended Colleen Wilson for a successful Veterans Day parade. Mayor James also encouraged the community to support the local businesses during Shop Small Saturday on November 30, 2024.

8. Motion for a Closed Session

- 8.1. Statutory Authority to Close Session: § 3-305(b)(7) To consult with counsel to obtain legal advice on a legal matter.
Topic: To obtain legal advice for potential litigation.

Motion to conduct a Closed Session upon adjournment of the Open Meeting under statutory authority 3-305(b)(7), to consult with counsel to obtain legal advice on a legal matter. Topic: To obtain legal advice for potential litigation.

Moved By: David Winkler, seconded by David Jenkins.
Councilman, Ward I Winkler moved to Approve.

Ayes: Mayor James, Councilman, Ward I Winkler, Councilman, Ward II Trollinger, Councilman, Ward IV Jenkins

Nays: None

Abstained: None

Absent: Councilwoman, Ward III Bryant-Ward

Passed

9. Adjourn

9.1. Adjournment

Mayor James adjourned the open meeting at 6:50 PM.

Submitted by:

Kelly G. Phipps, Interim Town Clerk

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

This Certification Must Be Completed Before a Closed Session May Be Held

Date: **Nov. 12, 2024** Time: **6:50 PM** Location: **La Plata Town Hall** at this meeting, a motion was made by **Councilman Winkler** and seconded by **Councilman Jenkins** to conduct a closed session of the Council of the Town of La Plata.

Recorded vote to close the meeting:

<u>Members</u>	<u>IN FAVOR</u>	<u>OPPOSED</u>	<u>ABSTAINING</u>	<u>ABSENT</u>
Mayor Jeannine E. James	☒	☐	☐	☐
Councilman David Winkler	☒	☐	☐	☐
Councilman Matthew D. Trollinger	☒	☐	☐	☐
Councilwoman Evalyne L. Bryant-Ward	☐	☐	☐	☒
Councilman David M. Jenkins	☒	☐	☐	☐

(Note: If any member of the public objects to conducting the closed session, a copy of this certification must be sent to the Maryland Open Meetings Law Compliance Board.)

STATUTORY AUTHORITY TO CLOSE SESSION, State Government Article §3-305(b) (check all that apply):

- ☐ (1) To discuss:
- ☐ (i) the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of an appointee, employee, or official over whom it has jurisdiction; or
 - ☐ (ii) any other personnel matter that affects one or more specific individuals;
- ☐ (2) protect the privacy or reputation of an individual with respect to a matter that is not related to public business;
- ☐ (3) consider the acquisition of real property for a public purpose and matters directly related to the acquisition;
- ☐ (4) consider a matter that concerns the proposal for a business or industrial organization to locate, expand, or remain in the State;
- ☐ (5) consider the investment of public funds;
- ☐ (6) consider the marketing of public securities;
- ☒ (7) consult with counsel to obtain legal advice;
- ☐ (8) consult with staff, consultants, or other individuals about pending or potential litigation;
- ☐ (9) conduct collective bargaining negotiations or consider matters that relate to the negotiations;
- ☐ (10) 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) prepare, administer, or grade a scholastic, licensing, or qualifying examination;
- ☐ (12) conduct or discuss an investigative proceeding on actual or possible criminal conduct;
- ☐ (13) comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter;
- ☐ (14) discuss, before a contract is awarded or bids are opened, 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; or
- ☐ (15) 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, including information that is:
 - ☐ 1. related to passwords, personal identification numbers, access codes, encryption, or other components of the security system of a governmental entity;
 - ☐ 2. collected, assembled, or maintained by or for a governmental entity to prevent, detect, or investigate criminal activity; or
 - ☐ 3. related to an assessment, made by or for a governmental entity or maintained by a governmental entity, of the vulnerability of a network to criminal activity; or
 - ☐ (iii) deployments or implementation of security personnel, critical infrastructure, or security devices.

**PRESIDING OFFICER'S WRITTEN STATEMENT FOR CLOSING A MEETING ("CLOSING STATEMENT") UNDER THE
OPEN MEETINGS ACT (General Provisions Article § 3-305)**
This Certification Must Be Completed Before a Closed Session May Be Held

For each citation checked the reasons for closing and topics to be discussed:

(7) To obtain legal advice for potential litigation. Topic: Status update on potential litigation.

Persons attending closed session:

Mayor Jeannine James	Michelle Miner, Assistant Town Manager	
Councilman David Winkler	Carl Schinner, Chief of Police (departed	
Councilman Matthew Trollinger	at 7:45 PM)	
Councilman David Jenkins	Kelly Phipps, Interim Town Clerk	
Jay Gullo, Town Attorney		

Action(s) Taken:

(7) No action taken; advice only.

Time closed session adjourned: **8:20 PM**

This statement is made by Mayor Jeannine E. James, Presiding Officer:



Budget vs Actual as of September 30, 2024

Department	FY2025 Budget	Total Exp at 09/30/2024	Budget Remaining	Percent Remaining
LEGISLATIVE	\$472,662	\$122,170	\$350,492	74.15%
ELECTIONS	\$29,540	\$0	\$29,540	100.00%
FINANCE	\$1,081,585	\$211,838	\$869,747	80.41%
HR/PERSONNEL	\$308,710	\$51,566	\$257,144	83.30%
PLANNING-ZONING	\$619,606	\$96,804	\$522,802	84.38%
ADMINISTRATION	\$1,261,898	\$629,013	\$632,885	50.15%
INFORMATION TECHNOLOGY	\$341,878	\$116,808	\$225,070	65.83%
GENERAL SERVICES	\$183,005	\$50,971	\$132,034	72.15%
GENERAL GOVERNMENT	\$4,298,884	\$1,279,171	\$3,019,713	70.24%
POLICE	\$5,239,738	\$1,093,871	\$4,145,867	79.12%
INSPECTIONS & ENFORCEMENT	\$571,705	\$290,162	\$281,543	49.25%
EMERGENCY PREPAREDNESS	\$9,000	\$5,931	\$3,069	34.10%
PUBLIC SAFETY	\$5,820,443	\$1,389,965	\$4,430,478	76.12%
PUBLIC WORKS ADMINISTRATION	\$649,715	\$192,183	\$457,532	70.42%
FACILITIES MAINT & OPERATIONS	\$664,757	\$113,470	\$551,287	82.93%
FLEET MAINTENANCE	\$255,372	\$34,884	\$220,488	86.34%
STREETS & STORMWAYS	\$1,534,964	\$202,866	\$1,332,098	86.78%
PUBLIC WORKS & MAINTENANCE	\$3,104,808	\$543,402	\$2,561,406	82.50%
PARKS & RECREATION-GENERAL	\$1,979,682	\$186,290	\$1,793,392	90.59%
COMMUNITY PROMOTION	\$365,443	\$94,172	\$271,271	74.23%
PARKS & RECREATION/EVENTS	\$2,345,125	\$280,462	\$2,064,663	88.04%
Total General Fund	\$15,569,260	\$3,493,000	\$12,076,260	77.56%
SANITATION	\$2,154,009	\$357,936	\$1,796,073	83.38%
COLLECTION & CONVEYANCE	\$4,279,693	\$401,638	\$3,878,055	90.62%
TREATMENT & DISPOSAL	\$11,548,413	\$549,570	\$10,998,843	95.24%
SEWER TOTAL	\$15,828,106	\$951,209	\$14,876,897	93.99%
DISTRIBUTION	\$2,302,065	\$193,135	\$2,108,930	91.61%
PRODUCTION & STORAGE	\$564,110	\$146,277	\$417,833	74.07%
WATER TOTAL	\$2,866,175	\$339,412	\$2,526,763	88.16%
STORMWATER	\$2,185,274	\$137,815	\$2,047,459	93.69%
Total Town Wide	\$38,602,824	\$5,279,372	\$33,323,452	86.32%



TOWN OF LA PLATA

**305 Queen Anne Street
Post Office Box 2268
La Plata, Maryland 20646**

MEMORANDUM

To: Mayor and Council
From: Karina Larsen, Treasurer
Subject: **Request for ARPA Spending Plan Amendment**
Date: November 15, 2024

The Finance Department is requesting an amendment to the ARPA Spending Plan to re-allocate funds from four projects that have not utilized all budgeted funding. This proposed reallocation will maximize the use of the ARPA funds that must be spent or obligated by December 31, 2024, meet all requirements for use, and the original projects approved by Council will still be funded.

At fiscal year-end, \$471,964 (less ARPA qualified expense) from this amendment will be allocated to an assigned fund balance and budgeted in future years for the intended projects.

Proposed ARPA fund reallocation.

From:

Project #	Project Name	Approved	Change	Revised
ARPA-01	ARPA Consulting Services	63,100	-4,150	58,950
ARPA-07	MS4 Compliance/Stormwater Upgrades	669,193	-356,609	312,584
ARPA-14	Civil Disturbance Gear (SERT)	125,000	-7,185	117,815
ARPA-18	Wills Park - Trail and Amphitheater	104,020	-104,020	0
		961,313	-471,964	489,349

To:

Project #	Project Name	Approved	Change	Revised
ARPA-32	FY25 General Government Salaries	0	471,964	471,964
		0	471,964	471,964



TOWN OF LA PLATA
305 Queen Anne Street
Post Office Box 2268
La Plata, Maryland 20646

MEMORANDUM

To: Mayor and Town Council

Through: Michelle Miner, Assistant Town Manager
Karina Larsen, Town Treasurer

From: Kelly Phipps, Legislative Services

Subject: 2025 Town Council Meeting Schedules

Date: 11/20/2024

Background

In past years, to provide the public the greatest accessibility to the decision-making process, to maintain government transparency, and to encourage community engagement, the Town Council has adopted an annual schedule of Town Council meetings and work sessions related to the development of the Town's annual financial plan/budget and Capital Improvement Plan.

Considerations

- (1) The Town Council's participation in the annual financial plan/budget drafting cycle begins in January. The annual budget work sessions, subsequent discussions, and legally required public hearings demand extensive hours for both the Town Council and staff, far beyond the time dedicated to regular Town Council meetings. The Town Treasurer has drafted a budget calendar reflecting these sessions, and these sessions are reflected in the attached draft Town Council meeting schedules.
- (2) Adoption of a schedule does not preclude Special Meetings, Public Hearings, or other types of meetings on dates other than those listed in the adopted meeting schedule. Any such extraordinary meetings would in any case be subject to the requirements of the Open Meetings Act as far as public notice. With appropriate advance notice, the Town Council might opt to change the regular meeting date and time. Such a case would require a resolution to that effect.

Relevant References

Section C3-4, "Meeting of Council," of The Town Charter requires that "the Council shall

meet regularly at such times as may be prescribed by its rules but not less frequently than once each month.”

The Maryland Open Meetings Act § 3-102 (c) states that “Except in special and appropriate circumstances when meetings of public bodies may be closed under this title, it is the public policy of the State that the public be provided with adequate notice of the time and location of meetings of public bodies, which shall be held in places reasonably accessible to individuals who would like to attend these meetings.”

Staff Recommendations

- (1) Adopt the schedule of meetings of the Town Council for Calendar Year 2025.
Recommended Action: Consensus to approve the Council of the Town Council of La Plata 2025 Meeting Schedule.
- (2) Approve the calendar of events for the preparation and adoption of the Town of La Plata Financial Plan/Budget for Fiscal Year 2026 as presented by the Town Treasurer.
Recommended Action: Consensus to approve the calendar of events for the preparation and adoption of the Town of La Plata Financial Plan/Budget for Fiscal Year 2026.
- (3) Proceed with legislation to adopt the 2025 Meeting Schedule and Fiscal Year 2026 calendar of events.
Recommended Action: Consensus to proceed with legislation to adopt Calendar Year 2025 meeting schedule and Fiscal Year 2026 calendar of events.

ATTACHMENTS

- (1) Draft Council of the Town of La Plata 2025 Meeting Schedule
- (2) Draft Calendar of events for the preparation and adoption of the Town of La Plata Financial Plan/Budget for Fiscal Year 2026



Council of the Town of La Plata 2025 Meeting Schedule

Regular Meetings of the Town Council are scheduled for **6:00 PM** on 2nd & 4th Tuesdays unless otherwise stated and are subject to change. Additional meetings may be scheduled as needed.

JANUARY		FEBRUARY	
Regular Meetings	January 14, 2025 January 28, 2025	Regular Meetings	February 11, 2025 February 25, 2025
MARCH – Primary Election 03/17 (if needed)		APRIL	
Regular Meeting	March 11, 2025	Regular Meeting	April 8, 2025
Special Meeting	March 18, 2025	Special Meeting	April 15, 2025
Regular Meeting	March 25, 2025	Regular Meeting	April 22, 2025
MAY – General Election 05/06		JUNE – MML Summer Conference 06/22-25	
Organizational Meeting	May 12, 2025	Regular Meetings	June 10, 2025 June 17, 2025
Regular Meeting	May 13, 2025	AUGUST	
Regular Meeting	May 27, 2025	Regular Meetings	August 12, 2025 August 26, 2025
JULY		OCTOBER MML Fall Conference 10/12-14	
Regular Meeting	July 29, 2025	Regular Meetings	October 21, 2025 October 28, 2025
SEPTEMBER		DECEMBER	
Regular Meetings	September 09, 2025 September 23, 2025	Regular Meetings	December 09, 2025 December 16, 2025
NOVEMBER			
Regular Meetings	November 18, 2025 November 25, 2025		

When a meeting would fall on a scheduled holiday or planned event an alternate schedule has been adopted. Special Meetings and Closed Sessions may be scheduled as needed.

Meeting agendas with related documentation are published online on the Town's portal at <https://laplatamd.portal.civicclerk.com/> and are subject to change. Interested parties are encouraged to sign up for agenda notifications. Printed copies of the agenda are available upon request by contacting the Department of Legislative Services via phone as listed below or email at legislative@townoflaplata.org.

La Plata Town Hall
305 Queen Anne Street, P.O. Box 2268, La Plata, Maryland 20646
Main: (301) 934-8421 ~ Fax: (301) 934-3965
Web site: www.townoflaplata.org





TOWN OF LA PLATA
305 Queen Anne Street
Post Office Box 2268
La Plata, Maryland 20646

Calendar of events for the preparation and adoption of the Town of La Plata Financial Plan/Budget
for Fiscal Year 2026

DATE	EVENT
Monday, January 13, 2025	Operating Budget worksheet available to Department Directors in N Drive Common>(3) Finance>Budget Docs>FY26.
Monday, January 27, 2025	Deadline for all Department Directors to complete FY 2026 operating budget worksheet(s) for review by the Town Manager and Treasurer.
Monday, January 27, 2025 – Friday, January 31, 2025	The Town Manager and Treasurer meet to discuss the department's proposed budget.
Monday, February 03, 2025 – Friday, February 14, 2025	The Town Manager and Treasurer meet with Department Directors to align their budgets with service priorities and available resources.
Friday, February 21, 2025	The proposed Operating Budget is submitted to the Finance Committee for review, comment, and recommendation. Feedback is due 03/05/25.
Tuesday, March 11, 2025	Town Manager transmits Proposed Operating Budget FY 2026 to the Council. <i>Agenda transmitted via publication of agenda</i>
Tuesday, March 18, 2025	Town Council Special Meeting: Budget discussion focusing on General Funds.
Tuesday, March 25, 2025	Town Council Regular Meeting: Budget discussion focusing on Enterprise Funds.

DATE	EVENT
Friday, March 28, 2025	1. Publication of notice of public hearing on Tax Rate scheduled for April 08, 2025. 2. Publication of notice of public hearing on Fee Schedule 3. Publication of notice of public hearing on Financial Plan Budget
Tuesday, April 08, 2025	Town Council Regular Meeting: 1. Public Hearing and Public Comment on Tax Rate. 2. Discussion of fee schedule. 3. Discussion of any outstanding budget items. 4. Introduction of Ordinance for FY 2026 Tax Rates.
Tuesday, April 15, 2025	Town Council Special Meeting: 1. Public Hearing and Public Comment on FY 2026 Fee Schedule. 2. Public Hearing and Public Comment on FY 2026 Financial Plan Budget 3. Introduction of Ordinance adopting the FY 2026 Fee Schedule. 4. Introduction of Ordinance adopting the FY 2026 Financial Plan Budget. 5. Adoption of Ordinance for FY 2026 Tax Rates
Tuesday, April 22, 2025	Town Council Regular Meeting: Adoption of Ordinances for FY 2026 Fee Schedule and Financial Plan Budget.



TOWN OF LA PLATA
305 Queen Anne Street
Post Office Box 2268
La Plata, Maryland 20646

MEMORANDUM

To: Mayor and Town Council

Through: Michelle Miner, Assistant Town Manager

From: Kelly Phipps, Legislative Services

Subject: Tourism Zones Ordinance

Date: December 4, 2024

Background: In their 2024 Regular Session, the Maryland General Assembly adopted House Bill 1281/Senate Bill 0014 (Maryland Code, Local Government § 18-401) enabling municipalities to create tourism zones as a means of encouraging growth and expansion of tourism-related businesses within areas designated by those jurisdictions. The Maryland Municipal League advocated for these bills based on the Legislative Action Request initiated by the Town of La Plata in August 2023.

Town of La Plata Ordinance 24-20 derives its authority from Maryland Code, Local Government § 18-401. Major components of Town of La Plata Ordinance 24-20 include the following:

- Administration of the Town's Tourism Zone program
- Establishing a tourism zone in the area already defined as a Sustainable Community area as approved by the Maryland Department of Housing and Community Development, while allowing for the creation of future Tourism Zones
- Defining qualifications for tourism-related businesses
- Five-year eligibility periods, reviewed annually

The specific incentives, processes, and procedures associated with the Tourism Zone program shall be developed in accordance with the ordinance by the Tourism Zone Administrator, the Town Manager, the Department of Finance, and the Department of Planning.

Relevant Town References

1. Comprehensive Plan (2020)
 - Land Use Goal #1: La Plata will maintain and enforce its plans and policies to strengthen the downtown core and maintain its small-town character
 - Economic Development Goal #26: Focus the town's community and economic development efforts on the downtown core; demonstrate public investment to attract private capital

2. Strategic Plan (2022), Economic Prosperity

- Create a dynamic, mixed use downtown area that is inviting for businesses, residents and visitors. We will focus the town's efforts on the downtown core to demonstrate public investment and to attract private capital. ... Create and identify funding opportunities to promote the downtown core.

Staff Recommendation: Town Council adopt Ordinance 24-20 Tourism Zones.

**COUNCIL OF THE TOWN OF LA PLATA
Resolution 24-27**

Introduced By: Mayor Jeannine E. James, by request

Date Introduced: December 10, 2024

Date Adopted:

Date Effective:

A RESOLUTION concerning

La Plata Town Council 2025 Meeting Schedules

FOR the purpose of maintaining regulated and publicly accessible schedules of Town Council Meetings; and all matters generally relating thereto.

* * * * *

WHEREAS, the Council of the Town of La Plata desires to provide the Public with a consistent schedule of Council meetings; and

WHEREAS, the Council of the Town of La Plata wishes to be in accordance with the Maryland Open Meetings Act § 3-102 (c) which states that except in special and appropriate circumstances when meetings of public bodies may be closed under this title, it is the public policy of the State that the public be provided with adequate notice of the time and location of meetings of public bodies, which shall be held in places reasonably accessible to individuals who would like to attend these meetings; and

WHEREAS, the Town Code Chapter 13-1 stipulates that the Town Council will hold regular meetings at such time as may be prescribed by its rules but not less frequently than once each month; and

WHEREAS, the Council of the Town of La Plata has determined that meetings on Tuesday evenings at 6:00 PM, with few exceptions, provide both Town Council and the Public with the best opportunity for consistent attendance; and

WHEREAS, unforeseen circumstances may require scheduled meetings to be rescheduled or canceled, or for additional meetings to be scheduled, notification regarding such meetings shall be provided in accordance with the Maryland Open Meetings Act § 3-302 (a).

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE TOWN OF LA PLATA that the “Council of the Town of La Plata 2025” Meeting Schedule as attached hereto as Attachment 1 and the “Calendar of events for the preparation and adoption of the

Resolution 24-27

Town of La Plata Financial Plan/Budget for Fiscal Year 2026” attached hereto as Attachment 2 will be the guides for the conduct of business on behalf of the citizens of the Town of La Plata barring any unforeseen circumstances and every effort will be made by Town Council members to attend all meetings to serve the well-being and best interests of their constituents.

ADOPTED AND APPROVED by the Council of the Town of La Plata this ____ day of _____, 2024.

SEAL:

COUNCIL OF THE TOWN OF LA PLATA

Jeannine E. James, Mayor

David L. Winkler, Councilman

Matthew D. Trollinger, Councilman

ATTEST:

Evalyne L. Bryant-Ward, Councilwoman

Kelly G. Phipps
Interim Town Clerk

David M. Jenkins, Councilman

Date: _____, 2024



Council of the Town of La Plata 2025 Meeting Schedule

Regular Meetings of the Town Council are scheduled for **6:00 PM** on 2nd & 4th Tuesdays unless otherwise stated and are subject to change. Additional meetings may be scheduled as needed.

JANUARY		FEBRUARY	
Regular Meetings	January 14, 2025 January 28, 2025	Regular Meetings	February 11, 2025 February 25, 2025
MARCH – Primary Election 03/17 (if needed)		APRIL	
Regular Meeting	March 11, 2025	Regular Meeting	April 8, 2025
Special Meeting	March 18, 2025	Special Meeting	April 15, 2025
Regular Meeting	March 25, 2025	Regular Meeting	April 22, 2025
MAY – General Election 05/06		JUNE – MML Summer Conference 06/22-25	
Organizational Meeting	May 12, 2025	Regular Meetings	June 10, 2025 June 17, 2025
Regular Meeting	May 13, 2025	AUGUST	
Regular Meeting	May 27, 2025	Regular Meetings	August 12, 2025 August 26, 2025
JULY		OCTOBER MML Fall Conference 10/12-14	
Regular Meeting	July 29, 2025	Regular Meetings	October 21, 2025 October 28, 2025
SEPTEMBER		DECEMBER	
Regular Meetings	September 09, 2025 September 23, 2025	Regular Meetings	December 09, 2025 December 16, 2025
NOVEMBER			
Regular Meetings	November 18, 2025 November 25, 2025		

When a meeting would fall on a scheduled holiday or planned event an alternate schedule has been adopted. Special Meetings and Closed Sessions may be scheduled as needed.

Meeting agendas with related documentation are published online on the Town's portal at <https://laplatamd.portal.civicclerk.com/> and are subject to change. Interested parties are encouraged to sign up for agenda notifications. Printed copies of the agenda are available upon request by contacting the Department of Legislative Services via phone as listed below or email at legislative@townoflaplata.org.

La Plata Town Hall
305 Queen Anne Street, P.O. Box 2268, La Plata, Maryland 20646
Main: (301) 934-8421 ~ Fax: (301) 934-3965
Web site: www.townoflaplata.org





TOWN OF LA PLATA
305 Queen Anne Street
Post Office Box 2268
La Plata, Maryland 20646

Calendar of events for the preparation and adoption of the Town of La Plata Financial Plan/Budget
for Fiscal Year 2026

DATE	EVENT
Monday, January 13, 2025	Operating Budget worksheet available to Department Directors in N Drive Common>(3) Finance>Budget Docs>FY26.
Monday, January 27, 2025	Deadline for all Department Directors to complete FY 2026 operating budget worksheet(s) for review by the Town Manager and Treasurer.
Monday, January 27, 2025 – Friday, January 31, 2025	The Town Manager and Treasurer meet to discuss the department's proposed budget.
Monday, February 03, 2025 – Friday, February 14, 2025	The Town Manager and Treasurer meet with Department Directors to align their budgets with service priorities and available resources.
Friday, February 21, 2025	The proposed Operating Budget is submitted to the Finance Committee for review, comment, and recommendation. Feedback is due 03/05/25.
Tuesday, March 11, 2025	Town Manager transmits Proposed Operating Budget FY 2026 to the Council. <i>Agenda transmitted via publication of agenda</i>
Tuesday, March 18, 2025	Town Council Special Meeting: Budget discussion focusing on General Funds.
Tuesday, March 25, 2025	Town Council Regular Meeting: Budget discussion focusing on Enterprise Funds.

DATE	EVENT
Friday, March 28, 2025	1. Publication of notice of public hearing on Tax Rate scheduled for April 08, 2025. 2. Publication of notice of public hearing on Fee Schedule 3. Publication of notice of public hearing on Financial Plan Budget
Tuesday, April 08, 2025	Town Council Regular Meeting: 1. Public Hearing and Public Comment on Tax Rate. 2. Discussion of fee schedule. 3. Discussion of any outstanding budget items. 4. Introduction of Ordinance for FY 2026 Tax Rates.
Tuesday, April 15, 2025	Town Council Special Meeting: 1. Public Hearing and Public Comment on FY 2026 Fee Schedule. 2. Public Hearing and Public Comment on FY 2026 Financial Plan Budget 3. Introduction of Ordinance adopting the FY 2026 Fee Schedule. 4. Introduction of Ordinance adopting the FY 2026 Financial Plan Budget. 5. Adoption of Ordinance for FY 2026 Tax Rates
Tuesday, April 22, 2025	Town Council Regular Meeting: Adoption of Ordinances for FY 2026 Fee Schedule and Financial Plan Budget.

GENERAL FUND

Adjust FY24 General Fund to align with the issuance of 2023A and 2023B bonds

	Acct Desc	DR	CR	Reason
01-000-015-4900	BONDS PROCEEDS		14,811,690	2023A Par amount less issue discount
01-160-015-5533	BOND ISSUANCE COSTS	1,093,971		Cost of 2023A issuance
01-000-015-4900	BONDS PROCEEDS		909,045	2023B Par amount
01-160-015-5538	Bond Interest	183,528		2023A Bond Interest Payment
01-320-001-5630	ROADS	13,055,549		Pinegrove Parkway Infrastructure
		14,333,048	15,720,735	

COUNCIL OF THE TOWN OF LA PLATA
Ordinance 24-18

Introduced By: Mayor Jeannine E. James, by request
Date Introduced: November 12, 2024
Date Adopted:
Date Effective:

1 **AN ORDINANCE** concerning

2
3 **Amendment to Town of La Plata Fiscal Year**
4 **2024 Financial Plan/Budget – 2023 Series Bonds**
5

6 **FOR** the purpose of amending the Town of La Plata Fiscal Year 2024 (FY24) Financial
7 Plan/Budget to reflect the activities of the 2023 Series Bonds; and all matters
8 generally relating thereto.
9

10
11
12 **WHEREAS**, it is the intention of the Council of the Town of La Plata, by this ordinance,
13 to reallocate the FY24 appropriations to more accurately align them with budgeted
14 expenditures; and
15

16 **WHEREAS**, the FY24 Financial Plan/Budget did not previously reflect proceeds,
17 interest, issuance cost, or distribution use related to the 2023 Series Bonds; and
18

19 **WHEREAS**, it is the intention of the Council of the Town of La Plata, by this ordinance,
20 to amend the FY24 Budget to align the General Fund with actual finance sources and uses.
21

22 **SECTION 1: BE IT ENACTED BY THE COUNCIL OF THE TOWN OF LA PLATA** that the
23 Town of La Plata FY24 Financial Plan/Budget be amended as attached hereto as Attachment
24 1.
25

26 **SECTION 2: AND BE IT FURTHER ENACTED** that this Ordinance shall become
27 effective at the expiration of fifteen (15) calendar days after its approval by the Council.
28

29
30
31

ADOPTED AND APPROVED by the Council of the Town of La Plata on _____.

SEAL:

COUNCIL OF THE TOWN OF LA PLATA

Jeannine E. James, Mayor

David L. Winkler, Councilman

Matthew D. Trollinger, Councilman

ATTEST:

Evalyne Bryant-Ward, Councilwoman

Kelly G. Phipps
Interim Town Clerk

David M. Jenkins, Councilman

Date: _____

EXPLANATION:

CAPITALS INDICATE MATTER ADDED TO EXISTING LAW.

((Double Parentheses)) indicate matter deleted from existing law.

Underlining indicates amendments to bill.

~~Strike Out~~ indicates matter stricken from bill by amendment or deleted from the law by amendment.

*** indicates existing law not depicted in bill and not being altered by bill

[Brackets] indicate renumbering of matter in existing law

COUNCIL OF THE TOWN OF LA PLATA
Emergency Ordinance 24-19

Introduced By: Mayor Jeannine E. James, by request
Date Introduced: December 10, 2024
Date Adopted:
Date Effective:

AN EMERGENCY ORDINANCE concerning

Town of La Plata ARPA Spending Plan, Fourth Amendment

FOR the purpose of amending the Town of La Plata American Rescue Plan Act (ARPA) Spending Plan; and all matters generally relating thereto.

WHEREAS, the Council of the Town of La Plata authorized the Town to accept certain grant funds available from the federal government under the American Rescue Plan Act;

WHEREAS, it is the intention of the Council of the Town of La Plata, by this ordinance, to re-allocate funds already received under the American Rescue Plan Act to the Town of La Plata's ARPA Spending Plan, as included in Attachment 1 to Ordinance 24-18; and

WHEREAS, it is the intention of the Council of the Town of La Plata, by this ordinance, that such funds shall be allocated to an assigned fund balance and budgeted in future years for the intended projects.

SECTION 1: BE IT ENACTED BY THE COUNCIL OF THE TOWN OF LA PLATA that the Town of La Plata ARPA Spending Plan be amended as attached hereto as Attachment 1.

SECTION 2: AND BE IT FURTHER ENACTED BY THE COUNCIL OF THE TOWN OF LA PLATA that the Town Council hereby suspends the provisions of Chapter 13, Sections 13-19 (B) and 13-19 (D) to adopt Ordinance 24-08 as an emergency ordinance.

SECTION 3: AND BE IT FURTHER ENACTED BY THE COUNCIL OF THE TOWN OF LA PLATA, that by at least a majority of the entire Town Council, having determined that an emergency exists, this Ordinance shall become effective immediately after its approval by the Council.

31 **ADOPTED AND APPROVED** by the Council of the Town of La Plata this ____ day of
32 _____, 2024.
33

SEAL:

COUNCIL OF THE TOWN OF LA PLATA

Jeannine E. James, Mayor

David L. Winkler, Councilman

Matthew D. Trollinger, Councilman

ATTEST:

Evalyne L. Bryant-Ward, Councilwoman

Kelly G. Phipps
Interim Town Clerk

David M. Jenkins, Councilman

Date: _____

Proposed ARPA fund reallocation.

From:

Project #	Project Name	Approved	Change	Revised
ARPA-01	ARPA Consulting Services	63,100	-4,150	58,950
ARPA-07	MS4 Compliance/Stormwater Upgrades	669,193	-356,609	312,584
ARPA-14	Civil Disturbance Gear (SERT)	125,000	-7,185	117,815
ARPA-18	Wills Park - Trail and Amphitheater	104,020	-104,020	0
		961,313	-471,964	489,349

To:

Project #	Project Name	Approved	Change	Revised
ARPA-32	FY25 General Government Salaries	0	471,964	471,964
		0	471,964	471,964

COUNCIL OF THE TOWN OF LA PLATA
Ordinance No. 24-20

Introduced By: Mayor Jeannine E. James, by request

Date Introduced: December 10, 2024

Date Adopted:

Date Effective:

AN ORDINANCE concerning

Tourism Zones

FOR the purpose of establishing Tourism Zones in the Town of La Plata, as authorized by Maryland Code, Local Government Section 18-401, and to define the administration of program of incentives to “qualified tourism businesses” located within such Tourism Zones to encourage growth and expansion of tourism-related businesses in the Town of La Plata; and all matters generally relating thereto.

BY adding
Chapter 44 TOURISM ZONES
Sections 44-1 through 44-9
Code of the Town of La Plata
(1998 Edition and Supplements)

WHEREAS, the Town Council wishes to promote the continued development and success of the town through the designation of Tourism Zones as authorized by Maryland Code, Local Government § 18-401 (Md. Code, LG § 18-401); and

WHEREAS, the Town’s Comprehensive Plan of 2020 defined goals for land use and economic development which include Goal #1, “La Plata will maintain and enforce its plans and policies to strengthen the downtown core and maintain its small-town character,” and Goal #26, “Focus the town’s community and economic development efforts on the downtown core; demonstrate public investment to attract private capital,” and

WHEREAS, the 2022 Town of La Plata Strategic Plan outlines a commitment to creating

a dynamic, mixed-use downtown that is inviting to businesses, residents, and visitors by focusing efforts on the downtown core, attracting private capital, promoting small business growth, and fostering a sustainable economic base through public investment and economic development initiatives; and

WHEREAS, the Town Council believes that the establishment of Tourism Zones, as permitted by Md. Code, LG § 18-401, will foster development of new tourism-related businesses will serve a public purpose and benefit the public health, safety, welfare, and convenience through the enhancement of public revenues and the creation of employment opportunities.

NOW, THEREFORE:

SECTION 1: BE IT ENACTED BY THE COUNCIL OF THE TOWN OF LA PLATA, that new Chapter 44, consisting of Sections 44-1 through 4-9, inclusive, be and is hereby added to the Code of the Town of La Plata, (1998 Edition and Supplements), to follow immediately after Chapter 43 thereof and to read as follows:

Chapter 44 – TOURISM ZONES

44-1. PURPOSE.

THE PURPOSE OF THIS ARTICLE IS TO CREATE TOURISM ZONES AS AUTHORIZED BY MARYLAND CODE LG § 18-401 AND TO DEFINE THE ADMINISTRATION OF PROGRAMS OF INCENTIVES TO “QUALIFIED TOURISM BUSINESSES” LOCATED WITHIN THE TOURISM ZONES TO ENCOURAGE GROWTH AND EXPANSION OF TOURISM-RELATED BUSINESSES IN THE TOWN OF LA PLATA.

44-2. ADMINISTRATION.

- A. THE ADMINISTRATOR OF THE TOWN'S TOURISM ZONES SHALL BE THE TOWN MANAGER OR THE TOWN MANAGER'S DESIGNEE. THE TOURISM ZONE ADMINISTRATOR, THE TOWN MANAGER, THE DEPARTMENT OF FINANCE, AND THE DEPARTMENT OF PLANNING SHALL DEVELOP AND REVIEW THE CRITERIA AND INCENTIVES FOR THE TOURISM ZONE PROGRAM ANNUALLY TO ENSURE ALIGNMENT WITH THE TOWN'S STRATEGY FOR THE DEVELOPMENT OF DOWNTOWN. THE TOURISM ZONE ADMINISTRATOR SHALL DEVELOP PROGRAMS TO EDUCATE THE PUBLIC AND POTENTIAL BUSINESSES OF THE BENEFITS OF THE TOURISM ZONE.
- B. THE TOURISM ZONE ADMINISTRATOR SHALL DETERMINE THE PROCEDURES FOR OBTAINING THE BENEFITS CREATED BY THIS CHAPTER AND FOR THE ADMINISTRATION OF THIS CHAPTER AND SHALL DEVELOP CRITERIA AND PROCEDURES FOR OBTAINING

THE BENEFITS CREATED BY THIS ARTICLE. THE TOURISM ZONE ADMINISTRATOR IS AUTHORIZED TO NEGOTIATE PERFORMANCE AGREEMENTS WITH POTENTIAL NEW OR EXPANDED BUSINESSES SEEKING TO ADVANTAGE OF TOURISM ZONE INCENTIVES. THE TOWN COUNCIL SHALL HAVE FINAL APPROVAL AUTHORITY FOR PERFORMANCE AGREEMENTS THAT DEVIATE FROM ESTABLISHED ELIGIBILITY CRITERIA.

C. A SINGLE TOURISM ZONE IS HEREBY ESTABLISHED IN THE TOWN CORRESPONDING TO THE BOUNDARIES OF THE TOWN'S SUSTAINABLE COMMUNITY AREA AS APPROVED BY THE MARYLAND DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT.

D. ADDITIONAL TOURISM ZONES MAY BE CREATED AT THE RECOMMENDATION OF THE TOURISM ZONE ADMINISTRATOR WITH THE APPROVAL OF THE TOWN COUNCIL.

44-3. ELIGIBILITY REQUIREMENTS.

A. ECONOMIC INCENTIVES AND REGULATORY FLEXIBILITY MAY BE MADE AVAILABLE TO ANY NEW OR EXPANDED BUSINESS WITHIN A DESIGNATED TOURISM ZONE, WHICH SEEKS TO ATTRACT CUSTOMERS TO THE TOWN OF LA PLATA.

- a. THE BUSINESS MUST HOLD A CURRENT TOWN BUSINESS LICENSE AND BE CURRENT IN ALL TAX AND UTILITY BILL OBLIGATIONS TO THE TOWN AND ALL TAX OBLIGATIONS TO CHARLES COUNTY.
- b. THE BUSINESS MUST BE IN COMPLIANCE WITH ALL TOWN ORDINANCES.
- c. THE BUSINESS MUST ADVANCE THE TOWN'S GOALS IDENTIFIED IN THE TOWN'S COMPREHENSIVE PLAN AND STRATEGIC PLAN. EXAMPLES OF ELIGIBLE BUSINESS INCLUDE BUT ARE NOT LIMITED TO
 - i. SPECIALTY RETAIL TRADE ESTABLISHMENTS
 - ii. FOOD AND BEVERAGE ESTABLISHMENTS
 - iii. FINE ARTS
 - iv. LODGING
 - v. PERFORMING ARTS
 - vi. EVENT VENUES
 - vii. CULTURAL ART CENTERS
 - viii. PUBLIC GARDENS
 - ix. SCENIC AND SIGHTSEEING TRANSPORTATION
 - x. RECREATIONAL GOODS RENTAL

B. THE BUSINESS MUST COMMIT TO A PERFORMANCE AGREEMENT BASED UPON INVESTMENT, JOBS, REVENUES, OR OTHER SIGNIFICANT CRITERIA.

- a. AN EXISTING BUSINESS MUST MAKE A CAPITAL INVESTMENT OF AT LEAST TWENTY-FIVE THOUSAND DOLLARS (\$25,000.00) OR CREATE AND SUSTAIN AT

LEAST ONE (1) NEW FULL-TIME JOB IN ORDER TO BE ELIGIBLE FOR ECONOMIC INCENTIVES.

b. A NEW BUSINESS MUST MAKE A CAPITAL INVESTMENT OF AT LEAST TWENTY-FIVE THOUSAND DOLLARS (\$25,000.00) OR CREATE AND SUSTAIN AT LEAST TWO (2) NEW FULL-TIME JOBS IN ORDER TO BE ELIGIBLE FOR ECONOMIC INCENTIVES.

c. A NEW OR EXISTING BUSINESS THAT REINVESTS IN A HISTORIC STRUCTURE IN THE TOURISM ZONE THAT SAVES IT FROM DEMOLITION MAY BE ELIGIBLE FOR ECONOMIC INCENTIVES.

C. QUALIFIED PROJECTS MAY BE ELIGIBLE FOR INCENTIVES AS DETERMINED BY THE TOURISM ZONE ADMINISTRATOR.

44-4. TOURISM ZONE INCENTIVES.

A. QUALIFIED TOURISM BUSINESSES ARE ELIGIBLE FOR THE INCENTIVES AS DEFINED IN § 44-2(B). TOURISM ZONE INCENTIVES SHALL BE AWARDED BASED ON THE ANNUAL REPORT AND SUPPORTING DOCUMENTATION DESCRIBED IN § 44-5(B) IF AND TO THE EXTENT THAT THE APPLICANT MET THE BENCHMARKS SET FORTH IN APPENDIX A DURING THE PRIOR FISCAL YEAR.

B. TOURISM ZONE INCENTIVES ARE SUBJECT TO ANNUAL APPROPRIATION BY THE BOARD OF SUPERVISORS AND WILL BE ADMINISTERED BY THE TOURISM ZONE ADMINISTRATOR ON A FIRST-COME-FIRST-APPROVED BASIS.

C. ECONOMIC INCENTIVES MAY BE PROVIDED FOR UP TO FIVE (5) YEARS THROUGH THE PERFORMANCE AGREEMENT. IN THE CASE OF MULTI-YEAR INCENTIVES, THE BUSINESS SHALL ESTABLISH ITS QUALIFICATION FOR THE INCENTIVES ON AN ANNUAL BASIS.

44-5. APPLICATION REQUIREMENTS.

A. APPLICANTS SHALL FILE A PREAPPLICATION WITH THE TOURISM ZONE ADMINISTRATOR SEEKING PRELIMINARY APPROVAL FOR TOURISM ZONE INCENTIVES PRIOR TO UNDERTAKING OR COMPLETING THE MINIMUM CAPITAL INVESTMENT NEEDED TO QUALIFY.

B. EVERY APPLICANT (INCLUDING THOSE PRELIMINARILY APPROVED AS PROVIDED IN § 44-3 MUST FILE AN ANNUAL REPORT WITH SUPPORTING DOCUMENTATION WITH THE TOURISM ZONE ADMINISTRATOR BY APRIL 15 OF EACH FISCAL YEAR IN WHICH TOURISM ZONE INCENTIVES ARE SOUGHT.

C. APPLICANTS ARE ENCOURAGED TO CONTACT THE TOURISM ZONE ADMINISTRATOR FOR INFORMATION AND ASSISTANCE PRIOR TO SUBMITTING A PREAPPLICATION.

44-6. RESTRICTIONS.

NO QUALIFIED TOURISM BUSINESS MAY APPLY FOR OR RECEIVE ANY BENEFIT FROM THE TOWN UNDER THIS ARTICLE ON THE BASIS OF A BUILDING PERMIT ISSUED OR CONSTRUCTION COMMENCED PRIOR TO THE ESTABLISHMENT OF THE TOURISM ZONE IN WHICH THE PROPERTY LIES.

44-7. SPECIAL DISTRICTS NOT AFFECTED.

THE ESTABLISHMENT OF A TOURISM ZONE SHALL NOT BE CONSTRUED TO AFFECT ANY PROVISION OR REQUIREMENT OF THE TOWN CODE OR STATE STATUTE CREATING SPECIAL SERVICE DISTRICTS, INCLUDING BUT NOT LIMITED TO THE COLLECTION OF SPECIAL TAXES.

44-8. ZONING ORDINANCE NOT AFFECTED.

THIS ARTICLE IS AN ECONOMIC DEVELOPMENT INCENTIVE AND IS NOT A ZONING CHANGE. NOTHING HEREIN SHALL BE CONSTRUED TO AFFECT ANY PROVISION OR REQUIREMENT OF ANY TOWN ZONING ORDINANCE.

44-9. NON-WAIVER.

NOTHING IN THIS ARTICLE SHALL BE CONSTRUED TO WAIVE THE REQUIREMENT OF ANY ORDINANCE, REGULATION, OR POLICY OF THE COUNTY, INCLUDING, BUT NOT LIMITED TO, THOSE ORDINANCES, REGULATIONS, AND POLICIES THAT REQUIRE PERMITS AND APPROVALS FOR LAND USE AND CONSTRUCTION. ADDITIONALLY, UNLESS STATED OTHERWISE HEREIN, NOTHING IN THIS ARTICLE SHALL BE CONSTRUED AS WAIVING THE RIGHT OF THE COUNTY TO ENFORCE ITS ORDINANCES, REGULATIONS, OR POLICIES TO COLLECT ANY TAXES, FEES, FINES, PENALTIES, OR INTEREST IMPOSED BY LAW ON A QUALIFIED TOURISM BUSINESS OR UPON REAL OR PERSONAL PROPERTY OWNED OR LEASED BY A QUALIFIED TOURISM BUSINESS. THE BOARD RESERVES THE RIGHT TO REMOVE QUALIFIED TOURISM BUSINESS STATUS FROM ANY BUSINESS THAT IS NOT COMPLIANT WITH ANY ARTICLE, REGULATION, POLICY, OR OTHER LEGAL REQUIREMENT.

SECTION 2: AND BE IT FURTHER ENACTED that this Ordinance shall become effective at the expiration of fifteen (15) calendar days after its approval by the Council.

ADOPTED AND APPROVED by the Council of the Town of La Plata this ____ day of _____, 2024.

SEAL:

COUNCIL OF THE TOWN OF LA PLATA

Jeannine E. James, Mayor

David L. Winkler, Councilman

Matthew D. Trollinger, Councilman

Attest:

Evalyne Bryant-Ward, Councilwoman

Kelly G. Phipps
Interim Town Clerk

David M. Jenkins, Councilman

Date _____

EXPLANATION:

CAPITALS INDICATE MATTER ADDED TO EXISTING LAW
((Double Parentheses)) indicate matter deleted from existing law.
Underlining indicates amendments to bill.
~~Strike-Out~~ indicates matter stricken from bill by amendment or deleted from the law by amendment.