



**Town Council
Regular Meeting
April 22, 2025, 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 now](#)

Meeting ID: 240 806 147 692

Passcode: 2T5Bm6FQ

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 on April 8, 2025, and Special Meeting on April 15, 2025

3. Petitions, Communications, Appearances and Public Comment

3.1. Public Comment

3.2. Items of Recognition

3.2.1. Proclamation: Asian American and Pacific Islander Heritage Month

3.2.2. Proclamation: Mental Health Awareness Month

3.2.3. Proclamation: Military Appreciation Month

3.2.4. Proclamation: National Stroke Awareness Month

3.2.5. Proclamation: Professional Municipal Clerks Week (5/4-10)

3.2.6. Proclamation: National Police Week (5/12-18)

3.2.7. Proclamation: National Public Works Week (5/18-24)

3.3. Department Monthly Highlights

3.3.1. Finance (Larsen)

3.3.2. Human Resources (Kennedy)

3.3.3. Inspections (Mosrie)

3.3.4. La Plata Police Department (Norris)

3.3.5. Legislative (Phipps)

3.3.6. Public Works (Cox)

4. Matters of Council Discussion

4.1. Fiscal Year 2026 Capital Budget for the General & Enterprise Fund (Larsen)

4.2. Stagecoach Agreement Amendment (Miner)

4.3. Charles County Public Library Letter of Support (Shannon Bland, Development Manager)

5. New Business

5.1. Reports from the Mayor and Town Council

6. Motion for a Closed Session

6.1. Statutory Authority to Close Session: § 3-305(b)(7) Consult with counsel to obtain legal advice.
Topic:

- Magnolia Gardens
- Waste Water Treatment Plant/ Maryland Department of the Environment

7. Adjourn

7.1. Adjournment

[MEET_FOOT]



Town of La Plata **PROCLAMATION**

**Asian American and Pacific Islander Heritage Month
May 2025**

WHEREAS, Congress designated the month of May as Asian American and Pacific Islander Heritage Week in 1992 in observance of the arrival of the first Japanese immigrants in the United States on May 7, 1843, and the completion of the transcontinental railroad on May 10, 1869, with significant contributions from Chinese workers; and

WHEREAS, during Asian American and Pacific Islander Heritage Month, we celebrate and learn about the diverse and tremendous contributions made by Asian Americans and Pacific Islanders in science, government, politics, the armed forces, medicine, literature, sports, and the arts; and

WHEREAS, the history and culture of our great nation have been significantly influenced by Asian Americans and Pacific Islanders; and

WHEREAS, despite generations of living and contributing to the fabric of American society, many Asian, Native Hawaiians, and Pacific Islanders continue to be treated as not belonging and face persistent racism and stereotyping; and

WHEREAS, in the 2020 Census, the Maryland Asian and Native Hawaiian/Other Pacific Islander population increased by 33%, from 379,870 in 2010 to 513,613 in 2020, with Asians and Hawaiian/Pacific Islanders accounting for 8.3% of the total Maryland population; and

WHEREAS, an estimated 8,532 Asian Americans and Pacific Islanders reside in Charles County, comprising 5% of Charles County's total population.

NOW, THEREFORE, WE, THE COUNCIL OF THE TOWN OF LA PLATA, do recognize the month of May 2025 as ASIAN AMERICAN AND PACIFIC ISLANDER HERITAGE MONTH, and encourage all citizens and residents of our Town to join appropriate programs, ceremonies, and activities in appreciation of the achievements, contributions, and history of Asian Americans, Native Hawaiians, and Pacific Islanders in our town, county, and nation, as well as recognize the challenges they have faced.

SEAL:

COUNCIL OF THE TOWN OF LA PLATA

Jeannine E. James, Mayor

David L. Winkler, Councilman

Matthew D. Trollinger, Councilman

Evalyne L. Bryant-Ward, Councilwoman

David M. Jenkins, Councilman

Lawrence Jones, Jr.
Town Clerk

Date: _____



Town of La Plata **PROCLAMATION**

**Mental Health Awareness Month
May 2025**

WHEREAS, mental health is important for our individual well-being and vitality, as well as that of our families, communities, and businesses; and

WHEREAS, one in five Americans experience a mental health illness that requires treatment at some point in their lives, and one in ten children has a serious emotional disturbance, that, if untreated, can lead to school failure, physical illness, substance use, jail, and even suicide; and

WHEREAS, stigma and stereotypes associated with mental illnesses often keep people from seeking treatment that could improve their quality of life; and

WHEREAS, mental illness is a biologically based brain disorder that cannot be overcome through “will power” and is not related to a defect in a person’s “character” or intelligence; and

WHEREAS, mental health recovery is a journey of healing and transformation, enabling people with a mental illness to live in a community of his or her choice while striving to achieve his or her full potential; and

WHEREAS, mental health recovery not only benefits individuals with mental health disorders by focusing on their abilities to live, work, learn and fully participate and contribute to our society, but also enriches the culture of our community life.

NOW, THEREFORE, WE, THE COUNCIL OF THE TOWN OF LA PLATA, do recognize the month of May 2025, as MENTAL HEALTH AWARENESS MONTH, and encourage our citizens, public and private institutions, and businesses to commit to increasing awareness and understanding of mental illness and the need for appropriate and accessible services for all people with mental illnesses to promote recovery.

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Town of La Plata **PROCLAMATION**

**Military Appreciation Month
May 2025**

WHEREAS, for generations, the freedom and security enjoyed by the citizens of the United States are direct results of the continued vigilance and service of the United States Armed Forces over the history of our great nation; and

WHEREAS, the sacrifices of those who served, those currently serving, and the family members who support them, have preserved the liberties that have enriched our great nation making it unique in the world community; and

WHEREAS, in 2004, the United States Congress passed a resolution proclaiming May as National Military Appreciation Month, encouraging all citizens to honor current and former members of the U.S. Armed Forces and their families, including those who made the ultimate sacrifice; and

WHEREAS, the month of May was selected for this display of patriotism because during this month we observe Victory in Europe (VE) Day, Military Spouse Day, Loyalty Day, Armed Forces Day, National Day of Prayer, and Memorial Day; and

WHEREAS, during Military Appreciation Month, we are reminded of the important role the United States Armed Forces have played in the history and development of our country and state, and our responsibility as Americans to support and honor the selfless service of our military families; and

WHEREAS, the Town of La Plata recognizes the tireless support and direct charitable and financial aid provided to veterans and their families in our local community organizations such as the American Legion, Harry White Wilmer Post 82;

NOW, THEREFORE, WE, THE COUNCIL OF THE TOWN OF LA PLATA, proclaim May 2025 MILITARY APPRECIATION MONTH in the Town of La Plata, in recognition of the commitment and dedication to the defense of our nation by our active duty and retired servicemembers and their families, and with deep gratitude to the men and women who have given their lives in defense of our freedoms.

COUNCIL OF THE TOWN OF LA PLATA

SEAL:

Jeannine E. James, Mayor

David L. Winkler, Councilman

ATTEST:

Matthew D. Trollinger, Councilman

Evalyne L. Bryant-Ward, Councilwoman

Lawrence Jones, Jr.
Town Clerk

David M. Jenkins, Councilman

Date: _____



Town of La Plata **PROCLAMATION**

**National Stroke Awareness Month
May 2025**

WHEREAS, stroke is consistently the fifth leading cause of death in the United States, the third leading cause of death in the State of Maryland, and the fifth leading cause of death in Charles County; and

WHEREAS, there are lifesaving treatments that must be administered within 3 to 4.5 hours once symptoms begin. Only a very small percentage of patients get to the hospital within the treatment window due the public's inability to recognize the onset of stroke like symptoms or the importance of calling 911 immediately; and

WHEREAS, to help educate the community about the signs of stroke, the Town of La Plata will serve as a model for other communities, cities, counties, and states as well as the Nation by posting stroke education in the areas of stroke awareness, prevention, and recognition in all its government buildings and on its town website. The Town will further allow stroke educational opportunities during public events, whenever feasible, to increase the public's awareness of how to Spot-a-Stroke, Stop-a-Stroke, and Save-a-Life; and

WHEREAS, the goal is to educate everyone in the Town of La Plata about stroke recognition and the importance of dialing 911 immediately. Businesses, civic organizations, senior communities, faith-based organizations, and residences will be encouraged to participate and contribute to the Stroke Smart; Spot-a-Stroke, Stop-a-Stroke, Save-a-Life campaign through active citizenship efforts.

NOW, THEREFORE, WE, THE COUNCIL OF THE TOWN OF LA PLATA, do recognize the month of May 2025, as NATIONAL STROKE AWARENESS MONTH, and encourage our citizens to make every effort to learn how to Spot-a-Stroke, Stop-a-Stroke, and Save-a-Life.

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Town Clerk

Date: _____



Town of La Plata **PROCLAMATION**

**Professional Municipal Clerks Week
May 4 -10, 2025**

WHEREAS, the Office of the Professional Municipal Clerk, a time honored and vital part of local government exists throughout the world; and

WHEREAS, the Office of the Professional Municipal Clerk provides the professional link between the citizens, the local governing bodies, and agencies of government at other levels; and

WHEREAS, Professional Municipal Clerks have pledged to be ever mindful of their neutrality and impartiality, rendering equal service to all; and

WHEREAS, the Professional Municipal Clerk serves as the information center on functions of local government and community; and

WHEREAS, Professional Municipal Clerks continually strive to improve the administration of the affairs of the Office of the Professional Municipal Clerk through participation in education programs, seminars, workshops and the annual meetings of their state, provincial, county, and international professional organizations;

NOW, THEREFORE, WE, THE COUNCIL OF THE TOWN OF LA PLATA, do recognize the week of May 4 - 10, 2025, as PROFESSIONAL MUNICIPAL CLERKS WEEK, and urge all citizens to pay tribute to all our Professional Municipal Clerks for the vital services they perform and their exemplary dedication to the communities they represent.

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Lawrence Jones, Jr.
Town Clerk

Date: _____



Town of La Plata **PROCLAMATION**

**National Police Week
May 12 – 18, 2025**

WHEREAS, there are more than 800,000 law enforcement officers serving in communities across the United States, including the dedicated members of the La Plata Police Department; and

WHEREAS, since the first recorded death in 1786, nearly 24,000 law enforcement officers in the United States have made the ultimate sacrifice and been killed in the line of duty; and

WHEREAS, the names of these dedicated public servants are engraved on the walls of the National Law Enforcement Officers Memorial in Washington, DC; and

WHEREAS, the service and sacrifice of all officers killed in the line of duty will be honored during the National Law Enforcement Officers Memorial Fund's 37th Candlelight Vigil, on the evening of May 13, 2025; and

WHEREAS, May 15 is designated as Peace Officers Memorial Day, in honor of all fallen officers and their families and U.S. flags should be flown at half-staff,

NOW, THEREFORE, WE, THE COUNCIL OF THE TOWN OF LA PLATA, do hereby recognize May 12 – 18, 2025, as NATIONAL POLICE WEEK and publicly salute the service of law enforcement officers in our community and in communities across the nation.

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Date: _____



Town of La Plata **PROCLAMATION**

**National Public Works Week
May 18 - 24, 2025**

WHEREAS, public works professionals focus on infrastructure, facilities, and services that are of vital importance to sustainable and resilient communities and to the public health, high quality of life, and well-being of the people of the Town of La Plata; and

WHEREAS, these infrastructure, facilities, and services could not be provided without the dedicated efforts of public works professions, who are engineers, managers, and employees at all levels of government and the private sector, who are responsible for building, improving, and protecting our nation's transportation, water supply, water treatment and solid waste systems, public buildings, and other structures and facilities essential for our citizens; and

WHEREAS, public works professions stand ready to respond at a moment's notice, recover the scene of disasters, emergencies, and life-threatening situations, and restore critical infrastructure and services; and

WHEREAS, it is in the public interest for the citizens, civic leaders, and children in the Town of La Plata to gain knowledge of and to maintain a progressive interest and understanding of the importance of public works and public works programs in their respective communities;

NOW, THEREFORE, WE, THE COUNCIL OF THE TOWN OF LA PLATA, do recognize the week of May 18 - 24, 2025, as NATIONAL PUBLIC WORKS WEEK, and urge all citizens to pay tribute to our public works professionals, engineers, managers, and employees and to recognize the substantial contributions they make to protecting our national health, safety, and quality of life through "People, Purpose, Presence."

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ATTEST:

Lawrence Jones, Jr.
Town Clerk

Date: _____

Monthly Treasurer Report

For Fiscal Year 2025 Through March 31, 2025

Bank & Investment Accounts as of March 31, 2025

Checking Account Activity

Balance at 03/01/2025	\$1,750,240.00
Credits	
Cash/Check Deposits	\$811,253.18
Credit Card Trans Deposits	\$35,462.57
Taxes Collected	\$88,314.74
Intra-Gov't & Grants Deposits	\$163,104.71
Other Deposits	\$24,873.02
Interest from MBS	\$18,987.70
Transfer from ICS	<u>\$1,239,324.02</u>
	\$2,381,319.94
Debits	
Payroll (Salary/Taxes/Benefits)	\$635,972.88
Vendor Check Payments	\$512,748.74
Vendor ACH Payments	\$567,332.74
Other Outflows	\$45.02
Returned Checks	\$0.00
Transfer to ICS	<u>\$673,615.56</u>
	\$2,389,714.94
Balance at 03/31/2025	\$1,741,845.00

Investment Account Balance

WesBanco Investment Account (ICS)

Balance at 03/01/2025	\$36,375,579.48
In from Checking Account	\$673,615.56
Interest	\$137,347.54
Out to Checking Account	<u>-\$1,239,324.02</u>
Balance at 03/31/2025	\$35,947,218.56

Mulit-Ban Securities, Inc.

Money Market	\$474,653.88
Certificates of Deposit	<u>\$9,288,008.92</u>
Balance at 03/31/2025	\$9,762,662.80

PNC MLGIP - General Account

Balance at 03/01/2025	\$4,202,902.96
Interest	<u>\$15,729.89</u>
Balance at 03/31/2025	\$4,218,632.85

PNC MLGIP - Vehicle Repl

Balance at 03/01/2025	\$1,032,136.03
Interest	<u>\$3,862.90</u>
Balance at 03/31/2025	\$1,035,998.93

General Fund Revenue and Expenditure Overview

Budget to Date

	Budget	Actual	% Remaining	\$ Remaining
Revenues	\$14,894,537	\$12,292,177	17.5%	\$2,602,360
Expenditures	\$14,244,345	\$10,046,526	29.5%	\$4,197,819

Three months of Expenditures budget remaining should be grater than 25.0%
Budget to actual comparison does not include HG bonds or amounts for the pension.

Prior Year Actuals Comparison

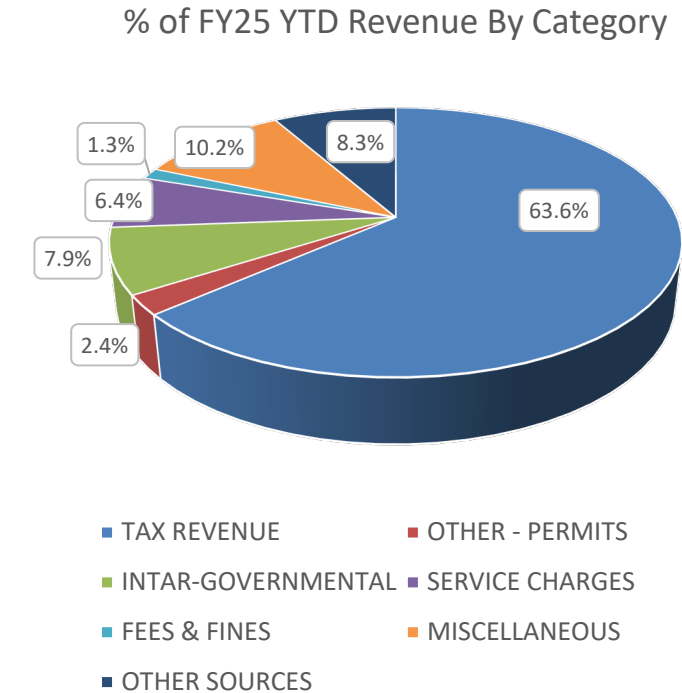
	FY 2024	FY 2025	% Variance	\$ Variance
Revenues	\$14,334,791	\$12,292,177	-14.2%	-\$2,042,614
Expenditures	\$22,686,351	\$10,046,526	-55.7%	-\$12,639,824

General Fund Overview

- ARPA revenue accounts for the noticeable decrease from FY2024 to FY2025. ARPA funds make up \$476,298 of revenues YTD compared to \$4,364,748 in FY2024, an 89.1% decrease.
- \$7.81 Million in Tax revenue has been received to date, \$6.1 Million is from Real Property tax, an increase of 23.3% from FY2024 March YTD.
- Income taxes YTD is \$1.36 Million, which is a 17.8% decrease from FY2024 March YTD. This is due to a reduction in fiduciary filings.
- Investment earnings make up 82.9% of the \$1.26 Million in miscellaneous revenue.
- The 55.7% variance in expenditures between FY2024 and FY2025 actuals is primarily contributed to capital improvements for street infrastructure (supported by bonds) and the 8 police vehicles that were acquired in FY2024.
- Prior YTD decreases in Legislative (24.0%), Fleet (55.3%), and Parks (45.7%) are all due to position vacancies.
- General fund YTD operating expenditures are 75.5% of the FY2025 budget.

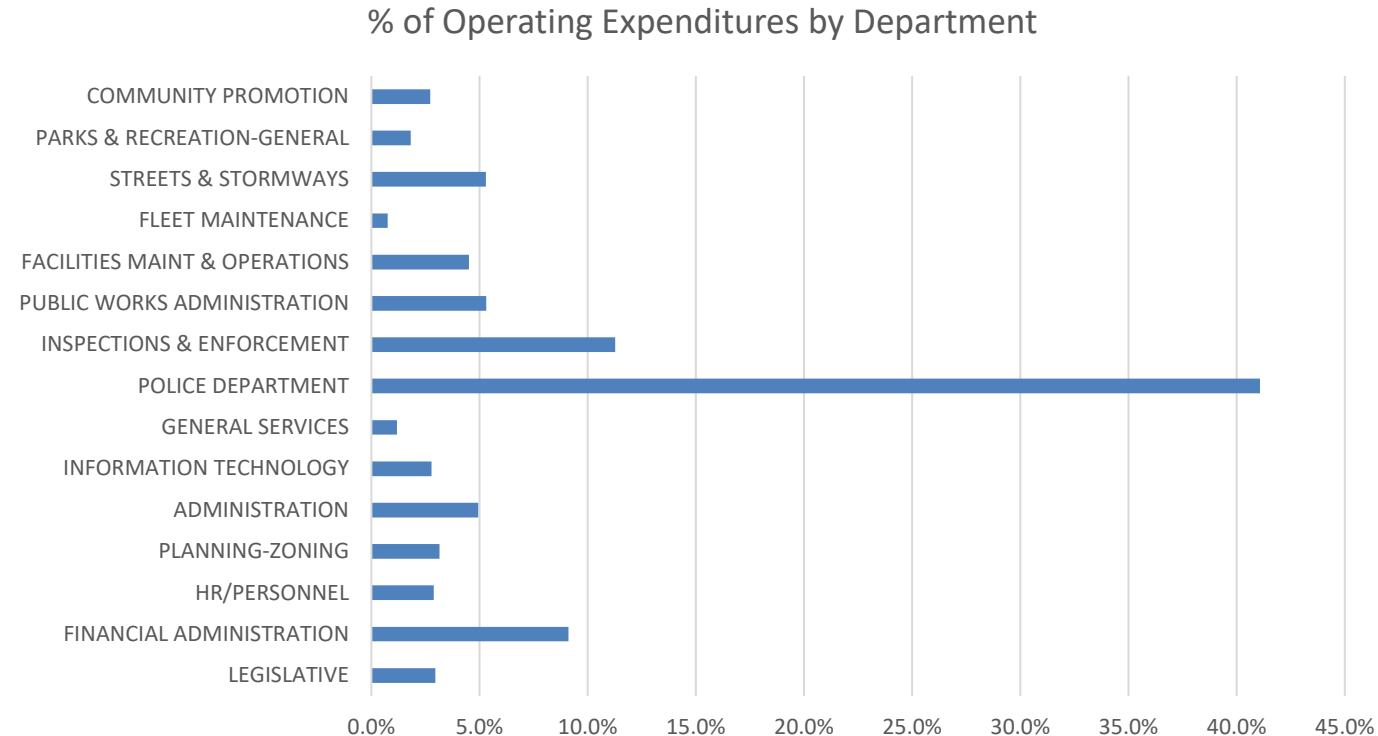
General Fund Revenues Overview

Category	YTD Revenues	% of Revenue
TAX REVENUE	\$7,813,338	63.6%
OTHER - PERMITS	\$290,075	2.4%
INTER-GOVERNMENTAL	\$967,431	7.9%
SERVICE CHARGES	\$784,958	6.4%
FEES & FINES	\$164,141	1.3%
MISCELLANEOUS	\$1,256,962	10.2%
OTHER SOURCES	\$1,015,272	8.3%
	<u>\$12,292,177</u>	



General Fund Operating Expenditure Overview

Department	FYD Operating Expenditures	% of Operating Expenditures
LEGISLATIVE	\$255,384	3.0%
ELECTIONS	\$8,810	0.1%
FINANCIAL ADMINISTRATION	\$785,546	9.1%
HR/PERSONNEL	\$248,308	2.9%
PLANNING-ZONING	\$271,911	3.2%
ADMINISTRATION	\$426,522	4.9%
INFORMATION TECHNOLOGY	\$240,301	2.8%
GENERAL SERVICES	\$101,765	1.2%
POLICE DEPARTMENT	\$3,541,857	41.1%
INSPECTIONS & ENFORCEMENT	\$972,334	11.3%
EMERGENCY PREPAREDNESS	\$8,709	0.1%
PUBLIC WORKS ADMINISTRATION	\$457,514	5.3%
FACILITIES MAINT & OPERATIONS	\$388,444	4.5%
FLEET MAINTENANCE	\$65,230	0.8%
STREETS & STORMWAYS	\$456,602	5.3%
PARKS & RECREATION-GENERAL	\$157,060	1.8%
COMMUNITY PROMOTION	\$234,936	2.7%
	\$8,621,233	

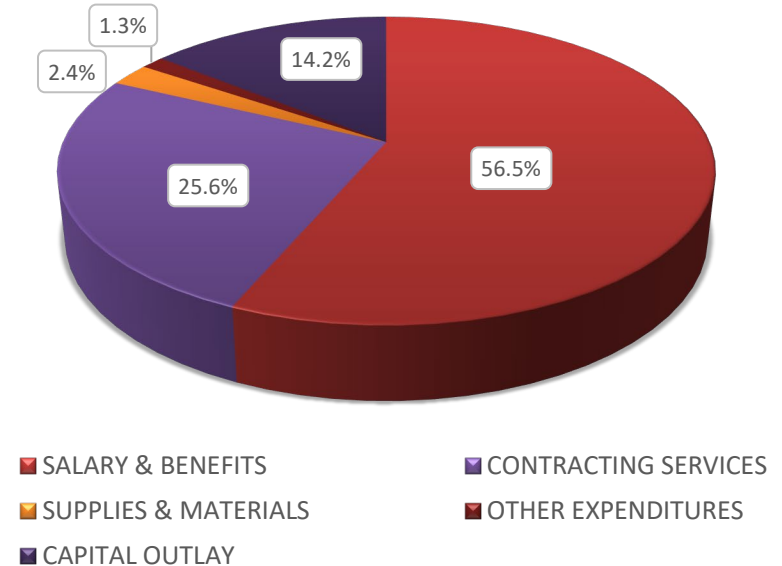


General Fund Expenditure Overview (cont.)

Department	FYD Capital Expenditures	% of Capital Expenditures
POLICE DEPARTMENT	\$61,197	4.3%
INSPECTIONS & ENFORCEMENT	\$39,131	2.7%
FACILITIES MAINT & OPERATIONS	\$112,500	7.9%
STREETS & STORMWAYS	\$602,368	42.3%
PARKS & RECREATION-GENERAL	\$610,097	42.8%
	<u>\$1,425,293</u>	

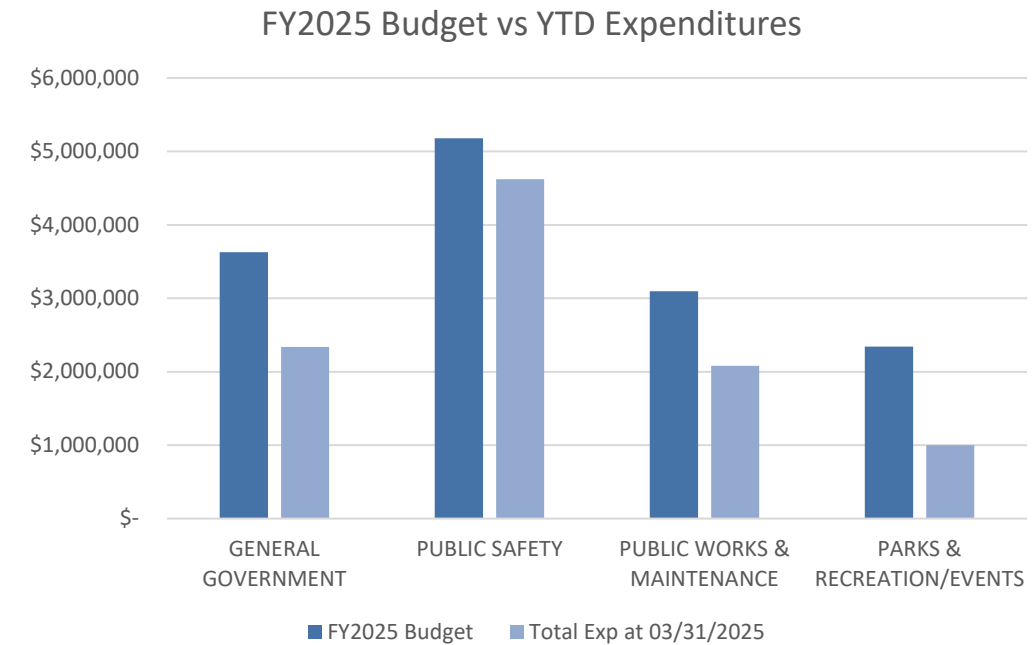
Category	FYD Expenditures	% of Expenditures
SALARY & BENEFITS	\$5,674,059	56.5%
CONTRACTING SERVICES	\$2,570,825	25.6%
SUPPLIES & MATERIALS	\$241,075	2.4%
OTHER EXPENDITURES	\$135,273	1.3%
CAPITAL OUTLAY	\$1,425,293	14.2%
	<u>\$10,046,526</u>	

% of Expenditures by Category



General Fund FY 2025 Budget vs Actual YTD

Department	FY2025 Budget	Total Exp at 03/31/2025	Budget Remaining	Percent Remaining
LEGISLATIVE	\$472,662	\$255,384	\$217,278	46.0%
ELECTIONS	\$29,540	\$8,810	\$20,730	70.2%
FINANCE	\$1,081,585	\$785,546	\$296,039	27.4%
HR/PERSONNEL	\$308,710	\$248,308	\$60,402	19.6%
PLANNING-ZONING	\$619,606	\$271,911	\$347,695	56.1%
ADMINISTRATION	\$590,898	\$426,522	\$164,376	27.8%
INFORMATION TECHNOLOGY	\$341,878	\$240,301	\$101,577	29.7%
GENERAL SERVICES	\$183,005	\$101,765	\$81,240	44.4%
GENERAL GOVERNMENT	\$3,627,884	\$2,338,547	\$1,289,337	35.5%
POLICE	\$4,599,008	\$3,603,054	\$995,954	21.7%
INSPECTIONS & ENFORCEMENT	\$571,705	\$1,011,465	-\$439,760	-76.9%
EMERGENCY PREPAREDNESS	\$9,000	\$8,709	\$291	3.2%
PUBLIC SAFETY	\$5,179,713	\$4,623,228	\$556,485	10.7%
PUBLIC WORKS ADMINISTRATION	\$649,715	\$457,514	\$192,201	29.6%
FACILITIES MAINT & OPERATIONS	\$663,081	\$500,944	\$162,137	24.5%
FLEET MAINTENANCE	\$251,150	\$65,230	\$185,920	74.0%
STREETS & STORMWAYS	\$1,531,155	\$1,058,970	\$472,185	30.8%
PUBLIC WORKS & MAINTENANCE	\$3,095,101	\$2,082,659	\$1,012,442	32.7%
PARKS & RECREATION-GENERAL	\$1,977,204	\$767,157	\$1,210,047	61.2%
COMMUNITY PROMOTION	\$364,443	\$234,936	\$129,507	35.5%
PARKS & RECREATION/EVENTS	\$2,341,647	\$1,002,093	\$1,339,554	57.2%
Total General Fund	\$14,244,345	\$10,046,526	\$4,197,819	29.5%



Budget to actual comparison does not include HG bonds or amounts for the pension.

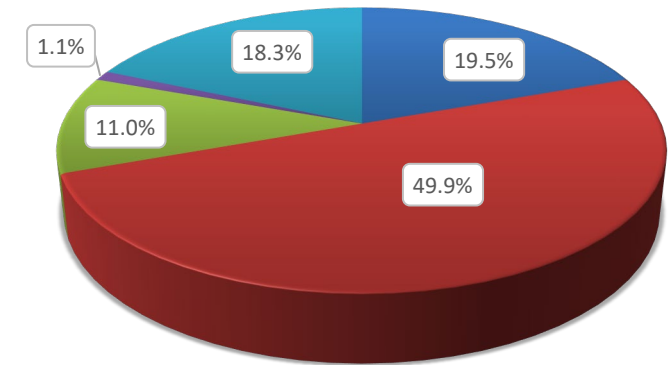
Water Fund Revenue and Expense Overview

Budget to Date

	Budget	Actual	% Remaining
Revenues	\$2,866,175	\$1,399,220	51.2%

Category	Fiscal Budget	FYD Expense	Budget Remaining
SALARY & BENEFITS	\$411,818	\$188,671	54.2%
CONTRACTING SERVICES	\$620,350	\$483,985	22.0%
SUPPLIES & MATERIALS	\$175,970	\$107,122	39.1%
OTHER EXPENDITURES	\$239,996	\$10,701	95.5%
CAPITAL OUTLAY	\$1,185,000	\$1,526	99.9%
TRANSFERS	\$228,562	\$177,970	22.1%
	<u>\$2,861,696</u>	<u>\$969,975</u>	<u>66.1%</u>

% of FYD Expense by Category



■ SALARY & BENEFITS
 ■ CONTRACTING SERVICES
■ SUPPLIES & MATERIALS
 ■ OTHER EXPENDITURES
■ TRANSFERS

Prior Year Actuals Comparison

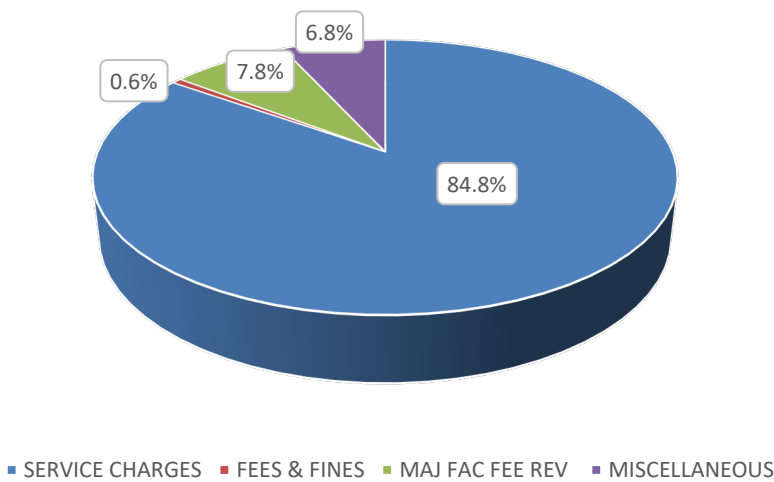
	FY 2024	FY 2025	% Variance	\$ Variance
Revenues	\$1,646,232	\$1,399,220	-15.0%	-\$247,012
Expenditures	\$1,050,110	\$969,975	-7.6%	-\$80,135

Sewer Revenue & Expense Overview

Revenues

Category	Budgeted	YTD Revenues	Budget Remaining
SERVICE CHARGES	\$4,596,916	\$6,638,606	-44.4%
FEES & FINES	\$38,008	\$48,866	-28.6%
MAJ FAC FEE REV	\$0	\$607,444	0.0%
MISCELLANEOUS	\$382,785	\$535,274	-39.8%
OTHER SOURCES	\$10,812,158	\$0	100.0%
	\$15,829,867	\$7,830,189	50.5%

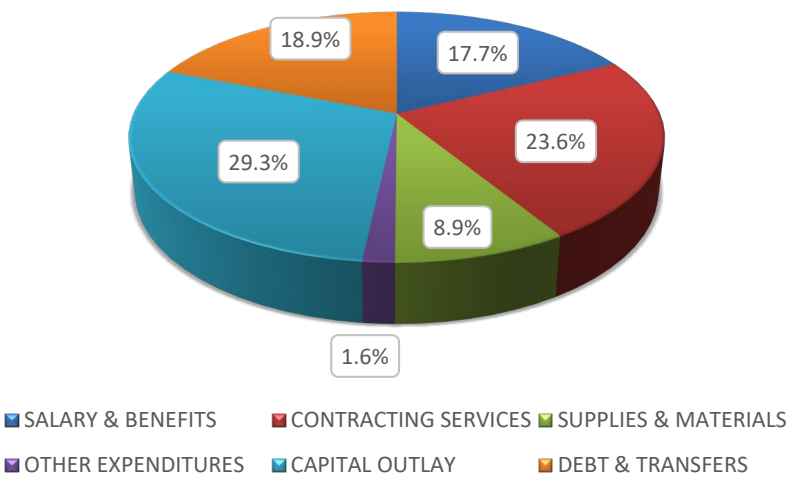
% of YTD Revenue



Expense

Category	Fiscal Budget	FYD Expense	Budget Remaining
SALARY & BENEFITS	\$1,336,437	\$708,733	47.0%
CONTRACTING SERVICES	\$1,403,345	\$945,212	32.6%
SUPPLIES & MATERIALS	\$500,900	\$355,562	29.0%
OTHER EXPENDITURES	\$1,185,411	\$65,211	94.5%
CAPITAL OUTLAY	\$10,471,423	\$1,176,914	88.8%
DEBT & TRANSFERS	\$913,635	\$760,161	16.8%
	\$15,811,151	\$4,011,793	74.6%

% of FYD Expense by Category



Sewer Fund Revenue and Expense Overview

- Revenue increase is from the collection of major facility fees, which is 46.6% higher compared to FYTD 2024.
- Decrease in prior year expenses compared to FYTD 2025 is due to the Southwest Quadrant and Mod 1 projects wrapping up.
- The budget to actuals variance is due to the Clarifier and Mod 2 projects that are in their beginning stages.

Prior Year Actuals Comparison

	FY 2024	FY 2025	% Variance	\$ Variance
Revenues	\$6,795,506	\$7,830,189	15.2%	\$1,034,684
Expenditures	\$5,519,797	\$4,011,793	-27.3%	-\$1,508,004

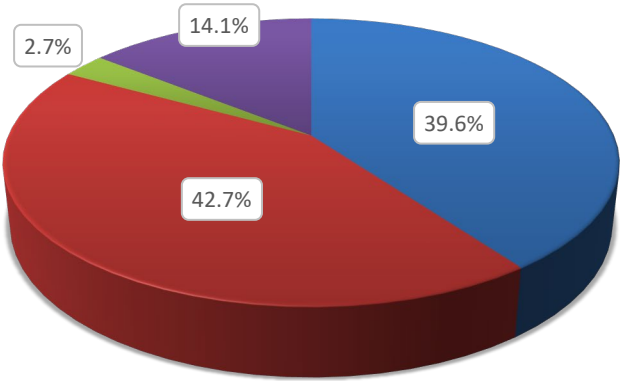
Sanitation Fund Revenue and Expense Overview

Budget to Date

	Budget	Actual	% Remaining
Revenues	\$2,154,009	\$1,640,190	23.9%

Category	Fiscal Budget	FYD Expense	Budget Remaining
SALARY & BENEFITS	\$770,460	\$554,966	28.0%
CONTRACTING SERVICES	\$898,050	\$597,904	33.4%
SUPPLIES & MATERIALS	\$59,000	\$37,954	35.7%
OTHER EXPENDITURES	\$78,080	\$106	99.9%
CAPITAL OUTLAY	\$75,000	\$12,022	84.0%
TRANSFERS	\$263,629	\$197,722	25.0%
	<u>\$2,144,219</u>	<u>\$1,400,673</u>	<u>34.7%</u>

% of Expenditures by Category



■ SALARY & BENEFITS ■ CONTRACTING SERVICES ■ SUPPLIES & MATERIALS ■ TRANSFERS

Prior Year Actuals Comparison

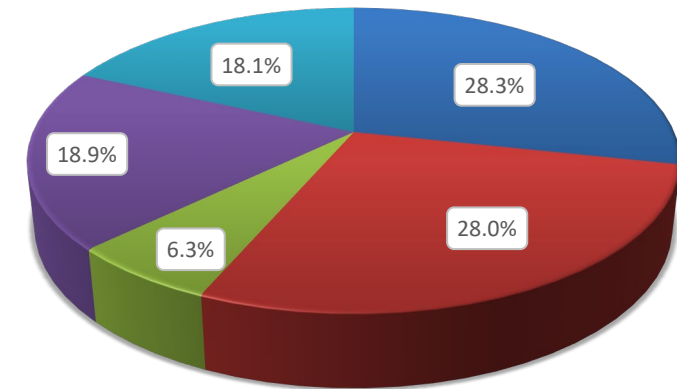
	FY 2024	FY 2025	% Variance	\$ Variance
Revenues	\$1,308,923	\$1,640,190	25.3%	\$331,267
Expense	\$1,224,549	\$1,400,673	14.4%	\$176,124

Stormwater Fund Revenue and Expense Overview

Budget to Date

	Budget	Actual	% Remaining
Revenues	\$2,185,274	\$745,507	65.9%
Category	Fiscal Budget	FYD Expense	Budget Remaining
SALARY & BENEFITS	\$236,990	\$144,833	38.9%
CONTRACTING SERVICES	\$186,460	\$143,534	23.0%
SUPPLIES & MATERIALS	\$158,550	\$32,313	79.6%
OTHER EXPENDITURES	\$115,850	\$1,918	98.3%
CAPITAL OUTLAY	\$1,360,248	\$97,010	92.9%
TRANSFERS	\$123,793	\$92,845	25.0%
	<u>\$2,181,891</u>	<u>\$512,454</u>	<u>76.5%</u>

% of FYD Expense by Category



■ SALARY & BENEFITS
 ■ CONTRACTING SERVICES
 ■ SUPPLIES & MATERIALS
 ■ CAPITAL OUTLAY
 ■ TRANSFERS

Prior Year Actuals Comparison

	FY 2024	FY 2025	% Variance	\$ Variance
Revenues	1,142,229	745,507	-34.7%	-\$396,723
Expenditures	701,186	512,454	-26.9%	-\$188,732

Finance Department Updates

- The audit of ARPA expenditures was completed on March 31, 2025.
- Finance has moved to external disbursements of vendor payments as part of the AP automation process.
- Finance and Public Works continue to evaluate processes to better track and assess town vehicles.
- Together Finance and Public Works are exploring electronic service order processes within our finance system.
- Anticipated budget amendments:
 - Cost of Town Manager and Planning Director recruitment
 - Purchase of FARO machine (86% or \$70,000 will come from project reserve fund)
 - 2023 Bond interest (will come from escrow)
 - Increase in IT services to improve cybersecurity
 - Revenues and expenditures from the speed enforcement cameras
 - Revenues and expenditures for building inspection activities

Human Resources Monthly Report - April 2025

From Monica Kennedy <mkennedy@townoflaplata.org>

Date Mon 4/14/2025 3:22 PM

To Legislative <Legislative@townoflaplata.org>

Department of Human Resources

Talent Management

New Hires: Jones, L. (Town Clerk); Stuart Richey, K. (Officer); Quade, W. (Cadet)
Rehired Sowa, C. as Farmer's Market Coordinator.
Participated in interviews for Town Manager and Director of Planning positions.
Provided exit letters for Councilmembers who are not running for reelection.

Miscellaneous

Finalized several vendors and giveaways for April 30th Health Fair. Posted to Community page in Paylocity.
Met with Russell (AFLAC) to review new/alternate ancillary benefits options.
Completed insurance renewals.
Appointed to the PSHRA® Veterans Committee for 2025-2026.

Best Regards,

Monica L. Kennedy, SPHR, SHRM-SCP, PSHRA-SCP,
ADAC

Director of Human Resources
she/her/hers

301.934.8421

mkennedy@townoflaplata.org



Upcoming OOO:

June 16-18 (National ADA Symposium)

July 7-18

October 6-7 (MD SHRM Conference)

October 23-27

November 19-25



TOWN OF LA PLATA

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

MEMORANDUM

To: Mayor & Council
From: Aaron Mosrie, Director of Inspections
Subject: Code Enforcement Updates – March 2025
Date: April 17, 2025

- 206 Permit applications processed (Planning Department)
- Inspections completed (Planchek)
 - Electrical inspections: 270
 - Mechanical inspections: 74
 - Plumbing inspections: 99
 - Water/Sewer inspections: 63
 - Building-related inspections: 399
- Inspections completed (Code Enforcement)
 - 68 investigations/inspections
 - 48 unauthorized signs removed
 - 6 civil citations issued
 - 4 FOG grease trap/interceptor inspections
 - 26 Rental inspections



La Plata Police Department La Plata, Maryland

Monthly Council Report



April 16, 2025

Monthly Statistics for March 2025:

Crime & Calls for Service March/April (to date):

- Officers responded to **1,938** calls for service in March:
- On March 18th, 2025, officers responded to the following neighborhoods for motor vehicle thefts, theft from motor vehicles, and tampering of motor vehicles: Jamestown, Quailwood Townhomes and downtown La Plata. All of the vehicles were unlocked. One vehicle was stolen and recovered. The vehicle was recovered in White Plains. One suspect has been identified and arrested, others unknown and outstanding at this time.
- On March 28, 2025, officers responded to the Deluxe Inn for the report of a male threatening to shoot a female with a firearm. Officers observed the male leaving the scene in a vehicle. Officers attempted to stop the vehicle; however, the male did not comply which led to a pursuit. The vehicle became disabled after the successful deployment of StopSticks by allied agencies. The male was taken into custody and a firearm was located. The male had prior felony charges and was prohibited from possessing a firearm.
- Officers made **17** adult arrests for various criminal offenses.

Community Policing:

- The Police Department hosted the second annual car show “Rev’d Up for Autism” in its continuous efforts to support Autism Awareness. The department partnered with several area businesses and non-profit organizations. Approximately 80 vehicles entered with several hundred spectators showing up to support.
- Sgt. Fields assisted with the Greenbelt Police Departments Promotional Boards.
- Captain Payne attended Steeplechase and Kings Grant HOA meetings.
- Members of the La Plata Police Department’s Honor Guard presented our nation’s colors at the Charles County Chamber of Commerce’s Legislative Breakfast.

Key Training Classes:

- Corporal Kalen Kerere attended Commercial Vehicle Enforcement training and is not certified as a commercial motor vehicle inspector through the state and federal government.

A Nationally Accredited Law Enforcement Agency

- Officers attended low-cost leadership training hosted by the Charles County Sheriff's Office with other area police agencies – Paul Butler (Trainer).
- Officers attended in-house training on leadership and mental wellness hosted by Chief David Morris of the Cheverly Police Dept. (Retired PGPD).
- Officers attended in-house training provided by retired Maryland State Police Reggie Lawson on the proper avenues of addressing Alzheimers patients and members of the public dealing with dementia and related illnesses.

Congratulations:

- Chief Schinner Retired from the PD after 12 years of superb service and has taken a job with the Prince George's County Police serving in their 21st Century Policing Division.
- The La Plata Police Department and retired Chief Carl Schinner were recognized by the Charles County States Attorney's Office and States Attorney Tony Covington as "Pillars of Justice" and received awards for the recognition and continuous hard work by all in our efforts towards innovative community policing.

Other Notable Items:

- The Police Department is in the process of updating General Orders to reflect the best practices of CALEA and the Attorney General's Independent Investigation Division.
- The Police Department is working with other Town Departments to remedy the uptick of commercial and construction vehicles utilizing the Town's roadways.
- IT upgrades to department servers to assist in the processing of video requests and secure storage of criminal justice information continues.
- Met with Special Events Coordinator Lucinda to go over current and future Town events needing Police assistance.

Prepared by: Acting Chief Matt Norris



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

MEMORANDUM

To: Michelle Miner, Assistant Town Manager

From: Kelly Phipps, Legislative Services 

Subject: Department Highlights – April 2025

Date: 04/17/2025

Please see below the significant activities of the Legislative Department for April 2025.

- Legislation
 - Ordinances
 - Emergency Ordinance 25-03, Subdivision and Land Development, adopted 04/08
 - Resolutions
 - None
- Public Information Act Requests
 - PLAN04022025-0922; Received 04/02; Requestor: Carly H. Landolfi, McNamee Hosea; Information Requested: Over the past five years, any and all documents, including records, reports, correspondence, related to the Town's water and sewer capacity, documents, correspondence, or draft agreements between Charles County and the Town of La Plata related to allocating County water and sewer capacity, any and all reports generated related to actual usage of water in the Town; Status: Open, Initial response sent 04/16
 - PW04152025-1019; Received 04/15; Requestor: William Yeckley; Information Requested: Any and all documents including diagrams regarding the Storm Drain Easement Quailwood Parkway near Mallard Lane, with specified data and reproduction services; Status: Open, Coordinating response with Public Works
- Staff
 - 04/14: Town Clerk assumes duties
- Awards & Recognition
 - Proclamations (7)
 - Asian American and Pacific Islander Month
 - Mental Health Awareness Month
 - Military Appreciation Month
 - National Stroke Awareness Month
 - Professional Municipal Clerk Week
 - National Police Week

- National Public Works Week
 - Town Seals (1)
 - Rosewick Apartments (04/29)
 - Certificates of Recognition (22)
 - Southern Maryland Aquatics
- Training/Conferences
 - 04/08 – 04/11: LEAD Maryland Seminar 8, Washington DC (Director)
- Boards and Commissions
 - Vacancies
 - Beautification Commission/Keep La Plata Beautiful (1 vacancy)
 - Board of Appeals (Alternate member/must be town resident)
 - Design Review Board (Alternate) (1 vacancy/must be town resident)
 - Finance Committee (Alternate)(1 vacancy/must be town resident)
 - Parks & Recreation Commission (1 vacancy/must be town resident)
 - Keep La Plata Beautiful
 - 04/06: Community Cleanup, Dorchester Community Center & Phoenix Run Neighborhood
 - 04/15: Coordination with Public Works & Police Department for intersection painting
- Community Development
 - 04/05: Opening day of Farmers Market

PW:

- Fire Hydrant inspections to begin April 21 - 33% of Town's 700-unit inventory

GIS:

- Working with Spatial GIS contractor in ArcGIS Pro software. Leveraging system capabilities for improved Utility map development efficiency in house. Impact on Operations budget to be tracked throughout the upcoming fiscal year.

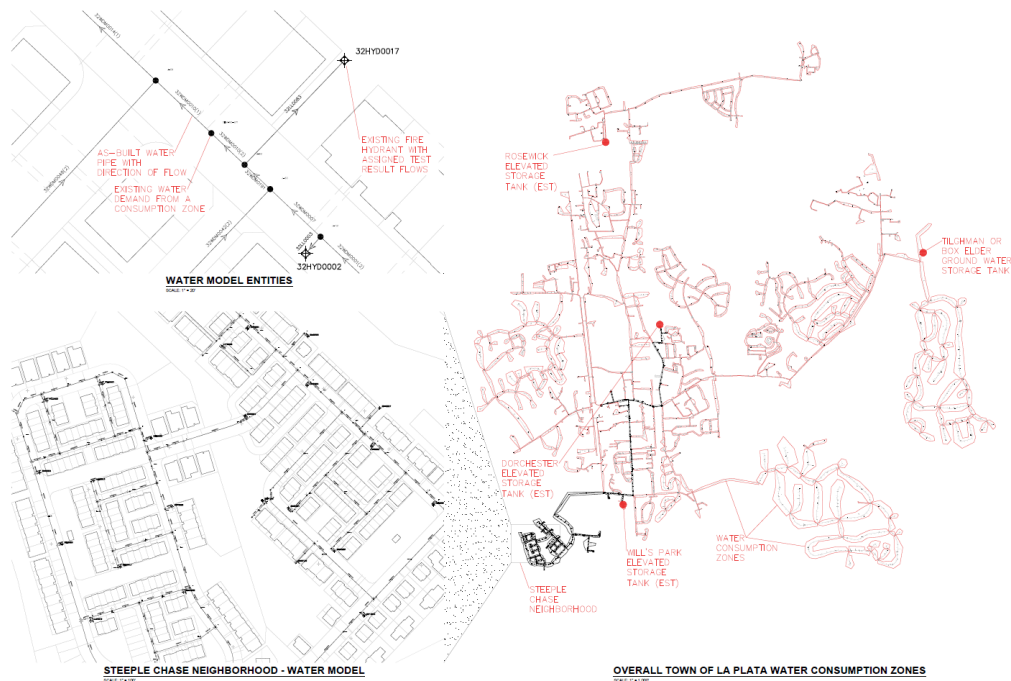
AMI / Water Meter System

- Data collection rate holding at 91.4%. FY26 project plans include further improvement solutions, i.e. MNT Collector unit replacement and problem metering account analysis / node replacement.

WaterCAD Model

- Project Overview/Impact - Charles County Water and Sewer Ordinance has specific requirements for the flow and pressure in the system for average, maximum/fire flow and peak water consumption rates. The model assumes an infinite amount of water is available to users. The model will:
 - Allow us to see current pressures and flows in any location of the Town at average daily consumption rate
 - Allow us to see pressures and flows in any location of the Town at maximum day consumption rate and peak day consumption rate factoring a hypothetical fire event in the Town
 - Help us identify any current issues within the system
 - Help us identify if there are any issues with adding and/or annexing a new development:
 - Can the Town provide adequate flowrate and pressure to the new Development?
 - Will this development(s) cause any issues for current users in the system while maintaining the design requirements set by Charles County W&S Ordinance?
 - If issues are identified, the model can help with identifying required mitigation measures.
- Project Elements - Water model consists of the following entities:
 - Pipes - the material, diameter, length of the pipe in the model are from available as-built drawings and knowledge of the Town.
 - Consumption zones - the entire Town is broken down into "water consumption zones". The zones are outlined based on the following criteria: not to exceed 25 users and to have the same pipe diameter and material.

- Consumption demand - each consumption zone has an assigned demand.
- Demand for dwellings assigned at 250 gallons per day (GPD) per dwelling; each zone will then have a demand equal to number of dwellings times the consumption demand of 250 GPD
- Demand for commercial establishments is projected based on actual metered and billing data.
- **Project Update**
 - Project elements defined and mapped – exhibit below



- Working with McCrone to implement solutions to optimize system pressure. Next project meeting scheduled for April 30.

SWM:

- Stormwater Priority List (no particular order): North Oak to Social Services Drainage (~800LF), 1327, 1404, 1386, 1343 Redwood Cir, 1006/1008 Norfolk Ditch and Road Pipe (pending HOA dedication), 1033 Wiltshire/1028 Suffolk (pending HOA dedication), 405 Patuxent Ct, Anne Arundel/Severn Ditches and Driveway Pipes
- Tilghman Lake Dam Rehabilitation – Monitoring for erosion and sediment and stabilization on-going. Dock being evaluated for repair. Silt fence being installed for additional unsuitable soil from other projects.
- Storm Box and Sidewalk contract being prepared for bid. Approximately 50 boxes and a headwall to be included from Agricopia, Kings Grant, Quailwood, and Jamestown.

- 120 Mallard: 420 feet of pipelined. Regraded & stabilized the area with seed and straw, and parged boxes, as needed.
- NPDES
 - Quailwood Pkwy – 1 Easement received 2 pending. Bid documentation being prepared
 - Redwood Lake – Permits received. Bid documentation is being prepared.
 - Agricopia Sec 1 Pond – Dam Breach Analysis underway. Plans submitted to SCD for review.
 - Caroline Dr South – Dam Breach Analysis needed
 - Morris Dr East – Dam Breach Analysis needed

WWTP:

- MOD 1 was taken down for warranty repairs
- Sand Filter 3 was taken offline and repaired
- Sludge Pump for press was rebuilt to fix a leak
- EQ tank valve removed while awaiting repair parts to fix
- MDE Inspection on 4/14 – No preliminary issues – Awaiting full report

WWPS:

- 5 pumps were serviced to remove rag buildup
- Wet Wells around Town were cleaned out of grease buildup

Other:

- Various PW/WWTP staff attended Maryland Rural Water Conference in Ocean City
- FY26 Operations and CIP Budget requests complete



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: FY2026 Capital Budget
Date: April 15, 2025

The proposed FY2026 Capital Budget outlines strategic investments across all major funds, with a total capital expenditure of **\$19,995,692**, allocated as follows:

Capital Budget by Fund

- **General Fund:** \$4,769,492
 - **Sanitation Fund:** \$250,000
 - **Sewer Fund:** \$10,710,000
 - **Water Fund:** \$2,379,200
 - **Stormwater Fund:** \$1,887,000
-

Capital Project Highlights

Buildings & Facilities – \$1,645,825

- Initiation of planning and construction for the **Dorchester Community Center**, beginning in 2026. This would be contingent on \$1.25 million from grant funding.
- Study and design phase for a **new police station**. \$150,000 of the budget would be contingent on receipt of grant funding.
- **Land use study** encompassing the **town hall area and public works facilities**.

Parks and Other Sites – \$1,975,845

- **Wills Park:** Replacement of playground equipment and installation of a **new amphitheater**.
- Construction commencement of the **Radio Station Road bikeway**.
- Funding sources include:
 - **Grants:** \$1,221,700 pending for the bikeway

- **Project Reserve:** \$345,145

Transportation Improvements – \$802,822

- **Street paving:** \$617,822
- **Traffic and safety studies/improvements:** \$140,000 contingent on grants received
- **Sidewalk improvements:** \$45,000 contingent on grants received

Vehicles – \$930,000

- **Seven vehicle replacements:**
 - 3 Police vehicles
 - 1 Trash truck
 - 3 Large public works trucks
- **Funding support:** \$250,000 from Vehicle Reserve.
- **Reutilization:** 3 retired police vehicles to be reassigned to public works.
- **Surplus:** 3 public works vehicles scheduled for retirement.

Capital Equipment – \$220,000

- Replacement of **two public works construction equipment:** \$180,000
- Acquisition of **multi-use trailer**
- Installation of **AMI equipment** for water meter data collection

Sewer & Water Infrastructure – \$12,694,200

- **Wastewater Treatment Plant upgrades:** \$9,850,000
- **Water connection to county system:** \$2,044,200
- **Pump station replacement and reconfiguration**
- **Lead pipe replacement** in compliance with federal mandates

Stormwater Infrastructure – \$1,727,000

- **MS4 compliance upgrades** with five identified projects
- **MDE Grant** funding: \$181,736 (pending)
- **Project Reserve** funding: \$1,395,264

This capital budget reflects the town's commitment to maintaining critical infrastructure, advancing community facilities, and promoting sustainable and compliant utility operations.

Included is the listing of each capital project.

Town of La Plata Proposed FY2026 Capital Financial Plan/Budget



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Capital Budget Summary

General Fund Capital Budget

	FY25		FY26		
	Budgeted	Projected through 6/30/25	Proposed Budget	\$ Variance in FY26 Proposed & FY25 Budget	% Variance in FY26 Proposed & FY25 Budget
Financing Sources					
Grants & Other Funding					
HUR	726,755	726,755	617,822	(108,933)	-15.0%
MDOT			384,000	384,000	100.0%
SHA	721,295	-	648,700	(72,595)	-10.1%
Charles County			189,000	189,000	100.0%
USDOT			168,750	168,750	100.0%
MD State			1,500,000	1,500,000	100.0%
Grant subtotal	1,448,050	726,755	3,508,272	2,060,222	142.3%
Fund Balance					
Appropriation of unassigned fund balance	671,460	648,719	861,250	189,790	28.3%
Appropriation of vehicle reserve			-	-	0.0%
Appropriation of project reserve	398,933	14,935	399,970	1,037	0.3%
Fund Balance Subtotal	1,070,393	663,654	1,261,220	190,827	17.8%
Total Financing Sources	2,518,443	1,390,409	4,769,492	2,251,049	89.4%
Capital Expenditures					
Land	-	-	-	-	
Buildings & Facilities	62,115	-	1,645,825	1,583,710	2549.6%
Parks and Other Sites	1,676,540	608,719	1,975,845	299,305	17.9%
Transportation Improvements	751,755	726,755	802,822	51,067	6.8%
Vehicles	28,000	40,000	330,000	302,000	1078.6%
Capital Equipment	-	-	15,000	15,000	100.0%
Expenses subtotal	2,518,410	1,375,474	4,769,492	2,251,082	89.4%
Total Expenditures	2,518,410	1,375,474	4,769,492	2,251,082	89.4%
Projected surplus/(deficit)	33	14,935	-		

Enterprise Fund Capital Budget

	FY25		FY26		
	Budgeted	Projected through 6/30/25	Proposed Budget	\$ Variance in FY26 Proposed & FY25 Budget	% Variance in FY26 Proposed & FY25 Budget
Financing Sources					
Grants					
MDE	-	-	181,736	181,736	100.0%
Grant subtotal	-	-	181,736	181,736	100.0%
Debt					
USDA Loan	8,000,000	7,562,000	9,750,000	1,750,000	21.9%
Debt subtotal	8,000,000	7,562,000	9,750,000	1,750,000	21.9%
Transfers and Fund Balance					
Transfers					
In from vehicle reserve	-	-	250,000	250,000	100.0%
In from project reserve	3,000,639	111,851	2,850,024	(150,615)	-5.0%
Fund Balance					
Appropriation of sewer fund balance	1,648,032	90,000	960,000	(688,032)	-41.7%
Appropriation of Major Facility Fee Reserve	-	-	589,440	589,440	100.0%
Appropriation of water fund balance	116,087	100,000	335,000	218,913	188.6%
Appropriation of stormwater fund balance	122,067	-	310,000	187,933	154.0%
Fund Balance Subtotal	4,886,825	301,851	5,294,464	407,639	8.3%
Total Income and Other Financing Sources	12,886,825	7,863,851	15,226,200	2,339,375	18.2%
Capital Expenses					
Expenses					
Sanitation					
Vehicles	-	-	250,000	250,000	100.0%
Sanitation subtotal	-	-	250,000	250,000	100.0%
Sewer					
Infrastructure	8,000,000	1,426,730	10,400,000	2,400,000	30.0%
Vehicles	90,000	90,000	250,000	160,000	177.8%
Capital Equipment	2,381,423		60,000	(2,321,423)	-97.5%
Sewer subtotal	10,471,423	1,516,730	10,710,000	238,577	2.3%
Water					
Infrastructure	1,080,000	-	2,294,200	1,214,200	112.4%
Vehicles	100,000	100,000	-	(100,000)	-100.0%
Capital Equipment			85,000	85,000	100.0%
Water subtotal	1,180,000	100,000	2,379,200	1,199,200	101.6%
Stormwater					
Infrastructure	1,235,248	111,851	1,727,000	491,752	39.8%
Vehicles			100,000	100,000	100.0%
Capital Equipment			60,000	60,000	100.0%
Stormwater subtotal	1,235,248	111,851	1,887,000	651,752	52.8%
Total Capital Expenses	12,886,671	1,728,582	15,226,200	2,339,529	18.2%
Projected surplus/(deficit)	154	6,135,270	-		

Capital Asset, Project and Improvement List

Buildings and Facilities

Capital Improvement/Asset/Project	Useful Life (Yrs)	Est. Yr. Complete	Fund	Department	Funding Source	FY26 Budget	Total Budget	Strategic/Comprehensive Plan Goal	Description	Operating Budget Impact
Dorchester Community Center	40	2028	1	Facilities	State Grant \$1,250,000 Pending Project Reserve \$100,000 Fund Balance \$450,000	\$1,250,000	\$1,800,000	GOAL #30, Action 1: Meet identified facilities needs especially for indoor recreation and sports fitness, walking and swimming, and programming for youth, elderly and disabled residents.	The Dorchester Community Center would provide a safe haven for local youth, while providing a place for children and youth to gather for assistance with homework, life skills, and other trainings. The center could also be used for seniors or other groups of residents.	No significant impact anticipated, but there could be an increase in utilities with more use of the facility
Fire Station Museum Upgrades	40	2026	1	Community Promotions	Project Reserve	\$45,825	\$45,825	GOAL #1: La Plata will maintain and enforce its plans and policies to strengthen the downtown core and maintain its small-town character.	To complete necessary renovations and updates to open-up the Fire Museum and use as a mixed-use space to hold small events.	No significant impact anticipated
New Police Station Building Study		2026	1	Facilities	State Grant \$100,000 Secured \$150,000 Pending	\$250,000	\$250,000	GOAL #21, Action 1: Establish a Capital Improvement Plan to guide town's infrastructure investment.	Evaluate options and developed plans for a new or renovated police station that meets modern law enforcement standards.	No significant impact anticipated
Land Use study for Town Hall area and Public Works Facilities		2026	1	Facilities	Fund Balance	\$100,000	\$100,000	GOAL #21, Action 1: Establish a Capital Improvement Plan to guide town's infrastructure investment.	Existing Facility is over 40 years old and not constructed to modern standards. The office space section is build of cinderblock and has no insulation. There is insufficient space for current staff.	No significant impact anticipated

Parks and Other Sites

Capital Improvement/Asset/Project	Useful Life (Yrs)	Est. Yr. Complete	Fund	Managing Department	Funding Source	Budget	Total Budget	Strategic/Comprehensive Plan Goal	Description	Operating Budget Impact
Wills Park Safety Matting	20	2026	1	Public Works	Fund Balance	\$200,000	\$200,000	Community playground improvement - Strategic Plan Goal 29 / Action 7 (enhance existing parks and recreation areas)	Grade and raise playground foundation of community park including drainage and install rubber safety matting	No significant impact anticipated, but should reduce some maintenance costs such as wood chip filling
Upgrade Wills Park Playground Equipment	15	2026	1	Public Works	Fund Balance	\$200,000	\$200,000	Community playground improvement - Strategic Plan Goal 29 / Action 7 (enhance existing parks and recreation areas)	Upgrade playground equipment to promote improved safety and overall Park aesthetic	No significant impact anticipated, but could reduce current maintenance costs
Wills Memorial Park Amphitheater & Trail	25	2027	1	Community Promotions	Project Reserve	\$354,145	\$354,145	Comprehensive Plan Goal #29, Actions 1 & 7; Goal #30, Action 4; Goal #32, Action 2	Installation of amphitheater behind community building to be used for outdoor performances and trail following perimeter of park, with two interconnections to future La Plata Farm Park to the south of Wills Memorial Park. Inspired by Annmarie Sculpture Garden & Arts Center	About \$7,000 annually for maintenance and utilities
Radio Station Road Bikeway	20	2028	1	Public Works	SHA & MDOT Grant \$2,210,589 Pending Charles County \$639,000 Pending Fund Balance \$25,000	\$1,221,700	\$2,874,589	Goal 32, #1 - Create townwide walking/biking trail system.	Final Design & Construction of bikeway along Willow Lane, Charles Street, La Plata Road, and Radio Station Road	Normal maintenance is estimated at \$1,000 annually

Transportation Improvements

Capital Improvement/Asset/Project	Useful Life (Yrs)	Est. Yr. Complete	Fund	Managing Department	Funding Source	Budget	Total Budget	Strategic/Comprehensive Plan Goal	Description	Operating Budget Impact
Street Paving	20	2026	1	Public Works	HUR Funding	\$617,822	Continues		Paving of town streets based on annual road condition review	Regular Maintenance and repairs
Neighborhood Traffic Calming		2027	1	Planning	USDOT Grant \$110,000 Pending Fund Balance \$27,500	\$50,000	\$137,500	Goal 16 - Continue to make La Plata a very walkable community.	This project will design and implement neighborhood traffic calming at locations throughout La Plata.	No significant impact anticipated
Citywide Sidewalk Improvements		2027	1	Planning	USDOT Grant \$90,000 Pending Fund Balance \$22,500	\$45,000	\$90,000	Goal 16, #1. Fill Remaining Gaps in the Sidewalk Network	This project is for planning, design, and construction of sidewalks town wide. Priorities identified in the Comprehensive Plan: US 301 from La Plata Plaza North to Rose wick Road; 6620 Grain Hwy to Talbot Street; Washington Avenue from Baltimore Street to Talbot Street and from Shining Willow Way to Heritage Green Parkway; and, St. Mary's Ave from Charles Street (MD 6) to the first commercial entrance; and along Kent and Oak Street north of Charles Street.	No significant impact anticipated
Southwest Access Management & Safety Improvements		2027	1	Planning	USDOT Grant \$140,000 Pending Fund Balance \$35,000	\$90,000	\$175,000	Goal 15, #5 - Work with SHA to improve access management and safety along US 301	This project will create a new signalized intersection at US 301 and Glen Albin Road and related improvements at US 301.	No significant impact anticipated

Vehicles

Capital Improvement/Asset/Project	Useful Life (Yrs)	Est. Yr. Complete	Fund	Department	Funding Source	Budget	Total Budget	Strategic/Comprehensive Plan Goal	Description	Operating Budget Impact
Veh Replace - F350 Utility	10	2026	1	Public Works	Fund Balance	\$100,000	\$100,000		Replace PW47 (2015 F-350 Utility Body) with new model	
F-550 Crane Truck	15	2026	82	Sewer	Fund Balance	\$250,000	\$250,000		Replace PW45 (2007 model) with new F-550 Crane Truck	
F-550 dump truck	15	2026	86	Stormwater	Fund Balance	\$100,000	\$100,000		Replace DT13 (auctioned in Fy25) with new F-550 dump truck	
Trash Vehicle	8	2026	80	Sanitation	Vehicle Reserve	\$250,000	\$250,000		Replace aging trash truck - S8	
Command - Unmarked	7	2026	1	Police	Fund Balance	\$60,000	\$60,000		Over 100% Utilized Up for Replacement (PD812)	
Patrol - Marked	7	2026	1	Police	Fund Balance	\$85,000	\$85,000		10 years old - High Idle hours (PD802)	
Patrol - Marked	7	2026	1	Police	Fund Balance	\$85,000	\$85,000		PD816 Totaled	

Capital Equipment

\$1,645,825

Capital Improvement/Asset/Project	Useful Life (Yrs)	Est. Yr. Complete	Fund	Department	Funding Source	Budget	Total Budget	Strategic/Comprehensive Plan Goal	Description	Operating Budget Impact
Compact Excavator - John Deere P60	15	2026	82/84/86	Public Works (SWM, WTR, & SWR)	Fund Balance	\$100,000	\$100,000		To replace current aging excavator. Equipment to be equally assigned to stormwater, water, and sewer funds	
Equip Replace-Comp Track Loader	15	2026	82/84/86	Public Works (SWM, WTR, & SWR)	Fund Balance	\$80,000	\$80,000		Current equipment (Bobcat 873) nearing 30 years old. Will keep at shop to use as forklift to reduce maintenance cost. To be equally assigned to stormwater, water, and sewer funds.	
Trailer	15	2026	1	Public Works	Fund Balance	\$15,000	\$15,000		New heavy duty trailer for hauling excavator and loader equipment to various field job sites. Current trailers not equipped to haul heavy materials and larger equipment.	
AMI Equipment	5	2026	84	Water	Fund Balance	\$25,000	\$25,000		The current collector is attached to a low pole and being obstructed by foliage. During the PS removal project, we will install a tower and mount a multi-network collector for better data collection results in this area. Meters currently routed to existing collector unable to transmit data effectively. Installation of high mounted MNT collector will improve data collection results for increased quarterly billing reading efficiency and promote on-going AMI system health	

Sewer & Water Infrastructure

Capital Improvement/Asset/Project	Useful Life (Yrs)	Est. Yr. Complete	Fund	Department	Funding Source	Budget	Total Budget	Strategic/Comprehensive Plan Goal	Description	Operating Budget Impact
New Tertiary Tank		2026	82	Wastewater Treatment Plant	USDA Loan	\$3,000,000	\$3,000,000	GOAL #10: Plan upgrades and enhancements to the Town's wastewater infrastructure to ensure that growth and development can be accommodated within the Chesapeake Bay Restoration framework.	The tertiary clarifier tank is part of the plants process that helps in the removal of nutrients in the waste water.	No significant impact anticipated
Mod 2 Conversion SNDN		2026	82	Wastewater Treatment Plant	USDA Loan	\$5,000,000	\$5,000,000		MOD 2 is currently ~50 years old with a .375 million gallon per day capacity.	No significant impact anticipated
Influent Pump Station Upgrade		2026	82	Wastewater Treatment Plant	USDA Loan	\$1,000,000	\$1,000,000		Influent pump station currently includes 2 influent pumps, controls, and screen for all flow that enters the WWTP	No significant impact anticipated
Engineering Service Mod Capacity		2030	82	Wastewater Treatment Plant	Fund Balance	\$100,000	\$500,000		Engineering services that are required for the upgrade of the WWTP capacity.	No significant impact anticipated
Hickory Ridge PS Removal - Gravity Sewer Line Install		2026	82	Sewer	Fund Balance	\$350,000	\$350,000		Pump station is over 30 years old and is approaching end of life. Instead of putting money into upgrading equipment/pump station we can remove the pump station and replace it with a gravity sewer line.	This would reduce maintenance and operations cost, essentially removing them.
Pump Station Upgrade - Kings Grant 1		2026	82	Sewer	Fund Balance	\$200,000	\$200,000		Sewer Pump station located on Cornwall Dr that handles roughly 360 EDU's worth of flow. Station is roughly 20 years old. Is a Smith and Loveless pump station with two pumps, controls, and a generator/transfer switch.	No significant impact anticipated
Sand Filter Module		2026	82	Wastewater Treatment Plant	USDA Loan	\$750,000	\$750,000		As the town's growth continues to increase at its current pace capacity will need to be increased at the WWTP. This additional sand filter is needed to increase the plant capacity 1.5 MGD to 2.25 MGD.	No significant impact anticipated
Lead Service Line Study		2030	84	Water	Fund Balance	\$250,000	\$1,500,000	GOAL #13: Preserve and enhance high-quality and sensitive water resources impacted by growth and development.	Lead & Copper Rule Revisions are a federally mandated initiative to further reduce lead exposure in drinking water. All water systems are required to conform to this mandate and be lead free by 2035. Additional rules and announcements are expected in 2026.	No significant impact anticipated
12" Water line - County / Town Connection	50	2026	84	Water	Project Reserve \$1,454,760 Major Facility Fee Reserve \$589,440	\$2,044,200	\$2,044,200	GOAL #11: Ensure that the future water supply needs of the Town can be met while preserving the long-term sustainability of shared groundwater resources.	Install 12" water main connecting Charles County at the back of Parklands subdivision near Laurel Springs Park to the Tilghman Lake. This would also include funds to upgrade controls at Well 8 to accommodate the new connection.	Additional lines to repair and maintain

Stormwater Infrastructure

Capital Improvement/Asset/Project	Useful Life (Yrs)	Est. Yr. Complete	Fund	Department	Funding Source	Budget	Total Budget	Strategic/Comprehensive Plan Goal	Description	Operating Budget Impact
Stormwater MS4 Compliance - Construction Caroline Dr South	50	2027	86	Stormwater	Project Reserve	\$6,000	\$506,000	Goal #12-1 (Completing the Town's MS4 restoration plan, mandated under the current Phase II MS4 General Permit and identify stormwater retrofit and watershed restoration projects that will contribute to the overall Chesapeake Bay TMDL effort.) and Goal #12-2 (Implement the projects included in the MS4 restoration plan.)	The Caroline Dr South BMP retrofit project will construct the retrofit changes to an existing BMP built in the 1980s and bring it to modern SWM water quality standards to include dam safety, ESD, riser replacement, outfall protection, and any other upgrades to meet current standards for SWM. The retrofit is needed to meet the Maryland 2018 Phase II NPDES permit requirement to reduce or treat 20% of the Town's untreated impervious surface. The project is treating 16.78 acres of that goal.	No significant impact anticipated
Stormwater MS4 Compliance - Construction Quail wood Pkwy BMP	50	2026	86	Stormwater	Project Reserve	\$500,000	\$500,000		The Quail wood Pkwy quantity control BMP retrofit project will construct the retrofit changes to an existing quantity control BMP built in the mid1980s and bring it to modern SWM water quality standards to include dam safety, riser replacement, outfall protection, ESD, flood control and any other upgrades to meet current standards for SWM. The retrofit is needed to meet the Maryland 2018 Phase II NPDES permit requirement to reduce or treat 20% of the Town's untreated impervious surface. The project is treating 35.75 acres of that goal.	No significant impact anticipated
Stormwater MS4 Compliance - Construction Redwood Lake BMP	50	2026	86	Stormwater	Project Reserve	\$500,000	\$500,000		The Redwood Lake BMP retrofit project will construct the retrofit changes to an existing BMP built in the mid1980s and bring this recreational and quantity control facility to modern SWM water quality standards to include riser replacement, outfall protection, ESD, flood control, and any other upgrades to meet current standards for SWM. The retrofit is needed to meet the Maryland 2018 Phase II NPDES permit requirement to reduce or treat 20% of the Town's untreated impervious surface. The project is treating 37.03 acres of that goal.	No significant impact anticipated

Stormwater MS4 Compliance - Design & Construction Agricopia Sec 1	50	2026	86	Stormwater	Project Reserve \$100,000 MDE Grant \$181,736 Pending Fund Balance \$243,264	\$525,000	\$525,000	Goal #12-1 (Completing the Town's MS4 restoration plan, mandated under the current Phase II MS4 General Permit and identify stormwater retrofit and watershed restoration projects that will contribute to the overall Chesapeake Bay TMDL effort.) and Goal #12-2 (Implement the projects included in the MS4 restoration plan.)	The Agricopia Sec 1 BMP design retrofit project will construct the retrofit changes to an existing BMP built in the 2002 and bring it to modern SWM water quality standards to include dam safety, ESD, and any other upgrades to meet current standards for SWM. This design will include a dam breach analysis required by MDE. The retrofit is needed to meet the Maryland 2018 Phase II NPDES permit requirement to reduce or treat 20% of the Town's untreated impervious surface. The project is treating 18.66 acres of that goal.	No significant impact anticipated
Stormwater MS4 Compliance - Design Morris Dr East	50	2027	86	Stormwater	Project Reserve \$46,000 Fund Balance \$500,000	\$46,000	\$546,000		The Morris Drive East BMP retrofit design project will design the retrofit an existing BMP built in the 1990s for flood control only and bring it to modern SWM water quality standards to include dam safety, ESD, overflow riser, outfall channel, and any other upgrades as needed to meet current standards for SWM. State has required a dam breach analysis. The retrofit is needed to meet the Maryland 2018 Phase II NPDES permit requirement to reduce or treat 20% of the Town's untreated impervious surface. MDE is requiring the design incorporate a dam breach analysis for downstream impacts from a potential failure. The project is treating 9.77 acres of that goal. The design is on-going and carried over from FY24.	No significant impact anticipated
Stormwater MS4 Compliance - Other Areas	50	2030	86	Stormwater	Fund Balance	\$150,000	\$2,000,000		Design \$700,000 & Construction \$2,000,000. This is a continuation of the NPDES permit required BMP impervious surface program which will retrofit 8 additional BMPs similarly to the 2025 retrofit program for Quail wood, Redwood, etc. and a ditch retrofit program throughout Town. Work to include upgrades to existing facilities to meet current standards SWM. The retrofits are projected to be needed to meet the as of yet unpublished 2030 Maryland NPDES permit requirements to reduce or treat an expected additional 10% of the Town's untreated impervious surface. Due to how recently these 8 BMPs were built, we are only getting 50% credit for each, which is why we went from 5 projects for 2025 to 9 projects for 2030.	No significant impact anticipated

FIRST AMENDMENT TO DEVELOPMENT AND INFRASTRUCTURE AGREEMENT

THIS AMENDMENT TO DEVELOPMENT AND INFRASTRUCTURE AGREEMENT (“First Amendment”) made this ____ day of April, 2025, by and between **STAGECOACH LA PLATA, LLC**, a Maryland limited liability company, (the “Developer” or “Stagecoach La Plata”) and the **TOWN OF LA PLATA**, a body corporate and politic, (the “Town”).

WHEREAS, Developer and the Town (collectively, the “Parties”) entered into a Development and Infrastructure Agreement (the “Agreement”) dated February 28, 2024 and recorded among the Land Records for Charles County, Maryland (the “Land Records”) at Book 13271 Page 247;

WHEREAS, Section 2.5(B) of the Agreement under “Article II Water & Sewer Facilities, 2.5 Reservation and Allocation of Water and Sewer Capacity” states “Upon the execution of this Agreement, the Town shall Reserve a water and sewer allocation unto the Developer for 636 EDUs. This reservation shall remain in force provided that the Developer shall obtain final plat for all phases of the Development within twelve (12) years of the execution date of this Agreement, and additionally shall fulfill its obligations under the terms of this Agreement.”;

WHEREAS, Section 2.5(C)(1) of the Agreement under “Article II Water & Sewer Facilities, 2.5 Reservation and Allocation of Water and Sewer Capacity” states “Upon the final approval of the final plat for Phase A 92 EDUs shall be Allocated. Developer shall, within eighteen (18) months of the execution of this Agreement, submit the engineering plans for Phase A and for the Community Infrastructure to the Town for review and approval and shall obtain final plat approval for Phase A within thirty (30) months of the execution of this Agreement”;

WHEREAS, the Parties have determined that the Developer cannot proceed with engineering plans until such time as the Town has completed the Town’s requisite water and sewer studies and the Town has provided the results of such studies to the Developer which makes it impracticable to submit engineering plans and obtain a final plat approval for Phase A within the time frames set forth in the Agreement;

WHEREAS, the Parties wish to amend the Agreement to establish appropriate time frames for the submission of engineering plans for Phase A and obtaining final plat approval for Phase A.

WHEREFORE, the Developer and the Town agree as follows:

1. That Article I entitled Definitions, Section 1.1 be amended to state:

X. “Requisite Information” means (1) Results of Water Pressure and Capacity Studies by McCrone Engineering for both points of connection for the Developer’s Community

Infrastructure on the Stagecoach La Plata Property to the Town's public water infrastructure, (2) The sizes of the water pipes to be designed as part of the Community Infrastructure located on the Stagecoach La Plata Property, (3) the conceptual alignment of the Town's public water infrastructure from the Wills Park Water Tower to the Stagecoach La Plata Property boundary that identifies the point of connection for the Developer's Community Infrastructure (4) Confirmation of which sanitary sewer manhole within the Steeplechase Subdivision will be the point of discharge for the sanitary force main to be designed as part of the Developer's Community Infrastructure, and (5) Confirmation that the Sanitary Pump Station located on the Stagecoach La Plata Property ("Stagecoach Sanitary Pump Station") is designed to accommodate the 636 EDUs from Stagecoach La Plata Property, the 350 EDUs for the EDAW, LLC Property and the 8 EDUs on Dolly Drive.

2. That Article II entitled "Water & Sewer Facilities," Section 2.5(B) be amended to state:

- B. Upon the execution of this First Amendment, the Town shall Reserve a water and sewer allocation unto the Developer for 636 EDUs. This reservation shall remain in force provided that the Developer shall obtain final plat for all phases of the Development within twelve (12) years of the execution date of this First Amendment, and additionally shall fulfill its obligations under the terms of the Agreement, as amended.

3. That Article II entitled "Water & Sewer Facilities," Section 2.5(C)(1) be amended to state:

Upon the final approval of the final plat for Phase A, 92 EDUs shall be Allocated. Developer shall, no later than July 31, 2026, submit the engineering plans for Phase A and for the Community Infrastructure to the Town for review and approval (the "Engineering Submission Date") and shall obtain final plat approval for Phase A no later than July 30, 2027 (the "Final Plat Approval Date"). The Engineering Submission Date and Final Plat Approval Date are contingent upon the Town's provision, no later than July 1, 2025, of the requisite information necessary for the Developer to engineer Phase A and the Community Infrastructure (the "Requisite Information"). At the Town's request, the Developer will execute an acknowledgement of the provision of the Requisite Information. In the event the Town does not provide the Requisite Information by July 1, 2025 and provided the Developer has performed its obligations under this Agreement, then in that event, the Town shall extend the Engineering Submission Date and the Final Plat Approval date for each day past July 1, 2025 that the Town fails to provide the Requisite Information and until such time as the Town provides the Requisite Information.

4. Any terms in the Agreement not modified herein shall remain in full force and effect.
5. In case one or more of the provisions contained in this First Amendment shall for any

reason be held invalid, illegal or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision of the First Amendment and this First Amendment shall be construed as if such invalid, illegal, or unenforceable provision had never been contained in this First Amendment.

6. This First Amendment shall be recorded in the Land Records of Charles County, Maryland.
7. This First Amendment shall be legally binding upon the parties hereto, their successors, heirs and assigns and shall constitute covenants running with the land.
8. The Parties hereby warrant and represent that the persons executing this Agreement on its behalf have been properly authorized to do so.

DRAFT

SIGNATURE PAGE

WITNESS:

DEVELOPER:
STAGECOACH LA PLATA, LLC
a Maryland limited liability company

By: John Driggs, Managing Member

STATE OF MARYLAND, COUNTY OF _____, to wit:

I HEREBY CERTIFY that on the _____ day of _____, 2025, before me, the subscriber, a Notary Public in and for the jurisdiction aforesaid, personally appeared John Driggs, who acknowledged himself to be a Managing Member of Stagecoach La Plata, LLC., a Maryland Limited Liability Company, known to me (or satisfactorily proven) to be the person whose name is subscribed to the within instrument, and acknowledged that he executed the same for the purpose therein contained as the duly authorized Managing Member of said company.

WITNESS my hand and notarial seal the year and day first above written.

Notary Public
My commission expires:

WITNESS:

TOWN COUNCIL FOR THE TOWN
OF LA PLATA,
a body corporate and politic

By: Jeannine E. James,
Chief Executive Officer

I HEREBY CERTIFY that on the _____ day of _____, 2025 before me, the subscriber, a Notary Public in and for the jurisdiction aforesaid, personally appeared Jeannine E. James who acknowledged herself to be the Chief Executive Officer of the Town of La Plata, a body corporate and politic, known to me (or satisfactorily proven) to be the person whose name is subscribed to the within instrument, and acknowledged that she executed the same for the purpose therein contained to be his/her act on behalf of said entity.

WITNESS my hand and notarial seal the year and day first above written.

Notary Public
My commission expires:

ATTORNEY'S CERTIFICATION

THIS IS TO CERTIFY that the undersigned is a Member, in good standing, of the Bar of the Court of Appeals of Maryland, and that the within instrument was prepared by him.

Jack A. Gullo Jr., Esq.
Town Attorney for the
Town of La Plata, Maryland

DRAFT

SIGNATURE PAGE

CONSENT OF LIENHOLDER

LIENHOLDER:

Witness _____ (SEAL)

STATE OF MARYLAND, CHARLES COUNTY, to Wit:

I hereby certify, that on this _____ day of _____, 2025, before me, the Subscriber, a Notary Public of the State and County aforesaid, personally appeared _____ and acknowledged executing the foregoing Agreement for the purposes herein contained.

As witness my hand and Notarial Seal.

Notary Public

My commission expires: _____

You don't often get email from kwilson@ccplonline.org. [Learn why this is important](#)

CAUTION: This email originated from OUTSIDE of the Town of La Plata email system. If the senders name displayed is a Town user, it is NOT legitimate and should be deleted immediately. Do not click links or open attachments unless you are certain this is a legitimate message.

Good day,

I trust this email finds you well. On behalf of KennethWayne Thompson, Charles County Public Library Executive Director, I am contacting your office, Mayor James, to request a letter of support for our new La Plata Library. We trust that your endorsement of this long awaited project will greatly enhance our efforts to receive the additional capital funding necessary to make this project a reality. The primary source of funding comes from Charles County government and the secondary source would be the Maryland State Library Agency. We have received a letter of commitment from the Board of County Commissioners of Charles County committing to completing the New La Plata Library project and will include the necessary local matching funds in the upcoming FY2026 - FY2030 Capital Improvement Program. Additional funding requests are to supplement construction costs for the new La Plata branch. We are in the Maryland State Library Agency's application process that requires a letter of support to complete the capital grant application package.

A draft letter is attached for your review and use should you desire to do so. Should you be so kind as to provide your support, we ask that the letter be returned to my email no later than Wednesday, April 30, 2025. I am happy to provide any clarification or answer any questions regarding this matter. Thank you in advance for your continued support.

Kindly,

Karen Wilson, MSW, LMSW
Executive Assistant
Charles County Public Library
2 Garrett Avenue
LaPlata, MD 20646
301.934.9001 x127
301.636.0884
kwilson@ccplonline.org
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Town of La Plata

Mayor/CEO
Jeannine E. James

Council
David L. Winkler
Matthew D. Trollinger
Evalyne L. Bryant-Ward
David M. Jenkins



Town Manager
vacant

Assistant Town Manager
Michelle D. Miner

22 April 2025

Morgan Lehr Miller, Maryland State Librarian
Maryland State Library Agency
25 South Charles Street, Suite 1310
Baltimore, MD 21201

Re: New La Plata Library

Dear Ms. Miller,

On behalf of the Town Council of La Plata, I am pleased to express our strong support for the Charles County Public Library's application to your FY27 Capital Grant Program. This funding is essential for the construction of the new La Plata Library, a project we highly value for its potential to significantly enhance our community's cultural and educational landscape.

For many years, the La Plata Library has served as a cornerstone of our community, offering a welcoming space for families, students, seniors, and lifelong learners to explore, learn, and connect. As our community continues to grow and diversify, the demand for more comprehensive library services has increased substantially. The existing facility, while cherished for its history and memories, needs to be transformed to effectively meet these evolving needs.

The proposed new library is envisioned as a beacon of modernity and inclusiveness, providing flexible spaces for learning, innovative technology for job seekers, and inviting areas for community gatherings and events. This development will not only serve the current residents but will also benefit future generations.

Our commitment to fostering educational and cultural enrichment remains steadfast, and we see the Charles County Public Library system as an invaluable partner in this mission. The construction of the new La Plata Library represents a significant advancement in our collaboration and an investment that speaks directly to the heart and spirit of our town.

We respectfully request the Maryland State Library Agency's favorable consideration of this grant application. Supporting the new La Plata Library is, without a doubt, an investment in the future vitality and well-being of our community.

Thank you for considering this important project. If you need any additional information regarding our support of this Capital Grant application, please do not hesitate to contact me directly.

Respectfully,

Jeannine E. James
Mayor/CEO, Town of La Plata