



**Town Council
Regular Meeting**
February 24, 2026, 6:00 PM
Council Chambers, La Plata Town Hall

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: 271 095 028 035 62

Passcode: vp3Sh6j2

(Calendar Year 2026)

1.2. Roll Call

1.3. Pledge of Allegiance

1.4. Approval of the Meeting Agenda

2. Public Hearing - Charter Amendment

2.1. Call to Order (Presiding Officer)

- 2.2. Review of Public Notices (Town Clerk)
- 2.3. Summary of Town Staff Report and Recommendation
- 2.4. Questions by the Town Council to Town Staff
- 2.5. Written Documents Entered into the Record (Town Clerk)
- 2.6. Speakers from the Public
- 2.7. Additional Questions by the Town Council
- 2.8. Conclusion of Public Hearing
3. Consent Agenda
 - 3.1. Approval of Minutes from Regular Meetings on January 13, 2026, and January 27, 2026.
 - 3.2. Adoption of Resolution 26-11 Historic Preservation Commission Work Plan 2025-2030
4. Petitions, Communications, Appearances and Public Comment
 - 4.1. Public Comment
5. Legislation
 - 5.1. Charter Amendment Resolution 26-07 Charter Amendment – Appointment and Compensation of Certain Town Officials (For Introduction and Consideration of Adoption)

A CHARTER AMENDMENT RESOLUTION concerning

Charter Amendment – Appointment and Compensation of Certain Town Officials

FOR the purpose of amending the Charter of the Town of La Plata to define compensation paid to the Mayor and Town Council; to define conditions of the appointment of the Town Manager and the Town Attorney; and all matters generally relating to the appointment and compensation of said officials.

6. New Business
 - 6.1. Reports from the Mayor and Town Council
 - 6.2. Future Agenda Forecast (Written Only)
7. Adjourn
 - 7.1. Adjournment



Town Council Public Hearing Procedures

The February 24, 2026, public hearing by the Council of the Town of La Plata on the subject of the Amendment of the Town Charter will be conducted in the following manner:

1. Call to Order
2. Review of Public Notices
3. Summary of Town Staff report and recommendation
4. Questions by the Town Council to Town staff
5. Written documents are entered into the record
 - Written testimony may be submitted in advance via email to legislative@townoflaplata.org or postal mail to Legislative Services Department, Town of La Plata, 305 Queen Anne St Box 2268, La Plata MD 20646, and must be received no later than 12:00 PM on Monday, February 23, 2026.
 - Written documents for the record will be presented to the presiding officer prior to the opening of the public hearing.
6. Speakers (signed up) are called on by the Mayor or presiding officer.
 - Those wishing to provide in-person testimony may sign up in advance no later than 3:00 PM on Tuesday, February 24, 2026, via the town webpage: <https://www.townoflaplata.org/209/Public-Communications> , or upon arrival at the Council Chambers via sign-up sheet.
 - Speakers who register in advance will be recognized prior to speakers who register upon arrival at the public hearing.
 - In-person registration to speak will end when the relevant public hearing is opened.
 - At the discretion of the Mayor or presiding officer, time may be limited to 3 minutes and may not be yielded.
7. Additional questions by Town Council
8. Closing of Public Hearing
 - When the hearing is concluded, the Town Council will not hear further comments or questions during the meeting.

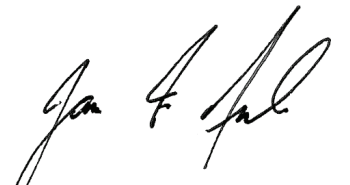
29088 Airpark Drive
Easton, MD 21601

CERTIFICATE OF PUBLICATION

STATE OF : MARYLAND
COUNTY OF: Charles County

This is to certify that the annexed legal advertisement has been published in the publications and insertions listed below. "TC-PH-FY26-CH1 - February 24, 2026..." was published in the:

Southern Maryland News 01/23/26



James F. Normandin
President & Publisher

**NOTICE OF PUBLIC HEARING
COUNCIL OF THE TOWN OF LA PLATA
February 24, 2026**

Notice is hereby given that the Council of the Town of La Plata will hold a public hearing on Tuesday, February 24, 2026, at 6:00 PM, or as soon thereafter as possible, in La Plata Town Hall, 305 Queen Anne Street, La Plata, Maryland, for the purpose of hearing public comment on the following:

**Charter Amendment Resolution 26-07
Appointment and Compensation of Certain Town Officials**

At the public hearing, all parties in interest and citizens will have an opportunity to be heard. Special accommodation for persons with disabilities will be made upon request. Members of the public wishing to observe the meeting remotely may join via Microsoft Teams meeting via internet browser at <https://tinyurl.com/vy49js2k>

The Charter Amendment Resolution proposes to repeal and reenact with amendments: Article III, § C3-3. - Salary of Councilmen, to define compensation paid to Councilmen

Copies of the proposed Charter Amendment Resolution 26-07 are available for review at La Plata Town Hall during normal business hours, 9:00 AM to 4:00 PM, or on the Town's website, townofaplata.org

Questions regarding this public hearing may be forwarded to Kelly Phipps, Director of Legislative Services, at legislative@townofaplata.org or by phone at 301-934-8421.

3097823 IN 1/23/2026

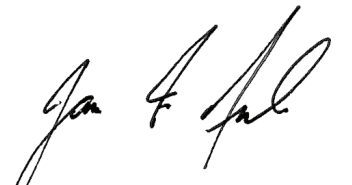
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Easton, MD 21601

CERTIFICATE OF PUBLICATION

STATE OF : MARYLAND
COUNTY OF: Charles County

This is to certify that the annexed legal advertisement has been published in the publications and insertions listed below. "TC-PH-FY26-CH2 - February 24, 2026..." was published in the:

Southern Maryland News 01/23/26



James F. Normandin
President & Publisher

**NOTICE OF PUBLIC HEARING
COUNCIL OF THE TOWN OF LA PLATA
February 24, 2026**

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**Charter Amendment Resolution 26-07
Appointment and Compensation of Certain Town Officials**

At the public hearing, all parties in interest and citizens will have an opportunity to be heard. Special accommodation for persons with disabilities will be made upon request. Members of the public wishing to observe the meeting remotely may join via Microsoft Teams meeting via internet browser at <https://tinyurl.com/vy49js2k>

The Charter Amendment Resolution proposes to repeal and reenact with amendments:
Article IV, § C4-2. – Salary of Mayor, to define compensation paid to the Mayor

Copies of the proposed Charter Amendment Resolution 26-07 are available for review at La Plata Town Hall during normal business hours, 9:00 AM to 4:00 PM, or on the Town's website, townofaplata.org

Questions regarding this public hearing may be forwarded to Kelly Phipps, Director of Legislative Services, at legislative@townofaplata.org or by phone at 301-934-8421.

3097831 IN 1/23/2026

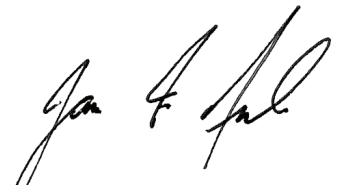
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Easton, MD 21601

CERTIFICATE OF PUBLICATION

STATE OF : MARYLAND
COUNTY OF: Charles County

This is to certify that the annexed legal advertisement has been published in the publications and insertions listed below. "TC-PH-FY26-CH3 - February 24, 2026..." was published in the:

Southern Maryland News 01/23/26



James F. Normandin
President & Publisher

<p style="text-align: center;">NOTICE OF PUBLIC HEARING COUNCIL OF THE TOWN OF LA PLATA February 24, 2026</p> <p>Notice is hereby given that the Council of the Town of La Plata will hold a public hearing on Tuesday, February 24, 2026, at 6:00 PM, or as soon thereafter as possible, in La Plata Town Hall, 305 Queen Anne Street, La Plata, Maryland, for the purpose of hearing public comment on the following:</p> <p style="text-align: center;">Charter Amendment Resolution 26-07 Appointment and Compensation of Certain Town Officials</p> <p>At the public hearing, all parties in interest and citizens will have an opportunity to be heard. Special accommodation for persons with disabilities will be made upon request. Members of the public wishing to observe the meeting remotely may join via Microsoft Teams meeting via internet browser at https://tinyurl.com/vy49js2k</p> <p>The Charter Amendment Resolution proposes to repeal and reenact with amendments: Article V, § C5-1. – Appointment of Town Manager, to define conditions of the appointment of the Town Manager</p> <p>Copies of the proposed Charter Amendment Resolution 26-07 are available for review at La Plata Town Hall during normal business hours, 9:00 AM to 4:00 PM, or on the Town's website, townoflaplata.org</p> <p>Questions regarding this public hearing may be forwarded to Kelly Phipps, Director of Legislative Services, at legislative@townoflaplata.org or by phone at 301-934-8421.</p> <p>3097832 IN 1/23/2026</p>

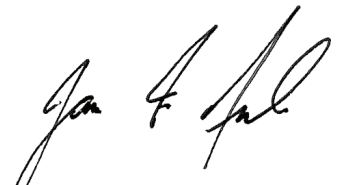
29088 Airpark Drive
Easton, MD 21601

CERTIFICATE OF PUBLICATION

STATE OF : MARYLAND
COUNTY OF: Charles County

This is to certify that the annexed legal advertisement has been published in the publications and insertions listed below. "TC-PH-FY26-CH4 - FEBRUARY 24, 2026..." was published in the:

Southern Maryland News 01/23/26



James F. Normandin
President & Publisher

<p style="text-align: center;">NOTICE OF PUBLIC HEARING COUNCIL OF THE TOWN OF LA PLATA February 24, 2026</p> <p>Notice is hereby given that the Council of the Town of La Plata will hold a public hearing on Tuesday, February 24, 2026, at 6:00 PM, or as soon thereafter as possible, in La Plata Town Hall, 305 Queen Anne Street, La Plata, Maryland, for the purpose of hearing public comment on the following:</p> <p style="text-align: center;">Charter Amendment Resolution 26-07 Appointment and Compensation of Certain Town Officials</p> <p>At the public hearing, all parties in interest and citizens will have an opportunity to be heard. Special accommodation for persons with disabilities will be made upon request. Members of the public wishing to observe the meeting remotely may join via Microsoft Teams meeting via internet browser at https://tinyurl.com/vy49js2k</p> <p>The Charter Amendment Resolution proposes to repeal and reenact with amendments: Article XI, § C9-2. – Town Attorney, to define conditions of the appointment of the Town Attorney</p> <p>Copies of the proposed Charter Amendment Resolution 26-07 are available for review at La Plata Town Hall during normal business hours, 9:00 AM to 4:00 PM, or on the Town's website, townoflaplata.org</p> <p>Questions regarding this public hearing may be forwarded to Kelly Phipps, Director of Legislative Services, at legislative@townoflaplata.org or by phone at 301-934-8421.</p> <p>3097822 IN 1/23/2026</p>

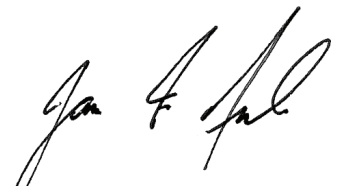
29088 Airpark Drive
Easton, MD 21601

CERTIFICATE OF PUBLICATION

STATE OF : MARYLAND
COUNTY OF: Charles County

This is to certify that the annexed legal advertisement has been published in the publications and insertions listed below. "TC-FS-FY26-CHARTER..." was published in the:

Southern Maryland News	01/23/26
Southern Maryland News	01/30/26
Southern Maryland News	02/06/26
Southern Maryland News	02/13/26



James F. Normandin
President & Publisher

FAIR SUMMARY OF CHARTER AMENDMENT RESOLUTION 26-07 APPOINTMENT AND COMPENSATION OF CERTAIN TOWN OFFICIALS COUNCIL OF THE TOWN OF LA PLATA	
The Charter Amendment Resolution proposes to repeal and reenact with amendments:	
•	Article III, § C3-3. - Salary of Councilmen, to define compensation paid to Councilmen
•	Article IV, § C4-2. - Salary of Mayor, to define compensation paid to the Mayor
•	Article V, § C5-1. - Appointment of Town Manager, to define conditions of the appointment of the Town Manager
•	Article XI, § C9-2. - Town Attorney, to define conditions of the appointment of the Town Attorney
Copies of the proposed Charter Amendment Resolution 26-07, "Appointment and Compensation of Certain Town Officials," are available for review at La Plata Town Hall during normal business hours, 9:00 AM to 4:00 PM, or and on the Town's website, https://townoflaplata.org/	
Questions regarding this public hearing may be forwarded to Kelly Phipps, Director of Legislative Services, at legislative@townoflaplata.org or by phone at 301-934-8421.	
3097833 IN	1/23,1/30,2/6,2/13/2026



Agenda Item Summary

MEETING GROUP: Town Council
STAFF RESOURCE: Kelly Phipps
DEPARTMENT: Legislative
TYPE: Town Council Resolution
SUBJECT: Town Charter Amendment

BACKGROUND:

The Town Council has expressed the desire to update certain sections of the Town Charter. Revisions to the Town Charter are governed by the Annotated Code of Maryland, Local Government, Title 4, Subtitle 3 ([Md. Code Ann., LG § 4-301 – 4-314](#), 2024) and follow a strictly defined sequence of events.

At the January 13, 2026, Town Council meeting, the Council directed staff to initiate the charter review and amendment process. Following that direction, staff have prepared Charter Amendment Resolution 26-07, which incorporates the provisions identified through the review process conducted by the Town Council and town staff. The proposed amendments address governance structure, operational procedures, and administrative provisions to ensure the Charter reflects current municipal needs and aligns with contemporary governance practices.

Procedural compliance – not expediency – must be emphasized when proposing charter amendments.

- Sundays and legal holidays are included in time periods exceeding seven (7) days (MD General Provisions Code § 1-302, 2024)
- An amendment to a municipal charter may be initiated by the municipality’s legislative body or by a petition signed by at least 20% of the qualified voters for the municipal general election (LG § 4-302, 2024)
- Each proposed amendment must be presented with specific formatting and adopted by resolution (LG § 4-303, 2024)
- Prior to adopting a charter amendment via resolution:
 - The municipality’s legislative body must hold a public hearing on the proposed amendment and give at least 21 days’ advance notice of the public hearing
 - The municipality’s Chief Executive Officer shall



Item Number: 2026-0198

Date of Meeting: February 24, 2026

- Post an exact copy of the resolution at the main municipal building for 40 days following adoption
- Publish a fair summary of the proposed amendment in a newspaper of general circulation in the municipality at least four times, at weekly intervals, within the 40 days after adoption, or
- Publish a fair summary of the proposed amendment in a newspaper of general circulation in the municipality at least once and deliver a copy of a fair summary by hand or by mail once to every residence in the municipality (LG § 4-304, 2024).
- Once adopted, an amendment proposal may only be rescinded via another charter amendment (LG § 4-306, 2024).
- Once effective, information concerning the charter amendment must be sent to the Maryland State Department of Legislative Services. (LG § 4-309, 2024)

The time required to effect an amendment to the Town Charter is 79 days, including the following factors, at a minimum:

Event	Time Constraint
Notice of Public Hearing	<ul style="list-style-type: none"> • At least 21 days in advance of introduction of resolution • Print submission deadline: Tuesday prior to publication date (+7 days)
<ul style="list-style-type: none"> • Public Hearing • Introduction of Charter Amendment Resolution 	Can be the same date
<ul style="list-style-type: none"> • Window for referendum by petition of voters • Publish fair summary 4x in newspaper • Post exact copy of resolution in main municipal building 	40 days following adoption
Effective Date of Charter Amendment	50 days following adoption

Any additional initiatives for community engagement, such as public workshops, forming charter review committees, or holding the public hearing record open for additional comment, would extend the amendment adoption timeline.



FISCAL IMPACT:

Adoption of Resolution 26-07 to amend the Town Charter will result in some direct fiscal impact associated primarily with statutory notice and publication requirements under Annotated Code of Maryland, Local Government Article, Title 4 Subtitle 3.

Anticipated costs include:

- Legal advertisement expenses for publication of the fair summary in a newspaper of general circulation (minimum four weekly publications, unless alternative summary distribution method is selected).
- Administrative costs associated with posting, public hearing preparation, staff time, and submission of the adopted amendment to the Maryland Department of Legislative Services.
- Printing and mailing costs, if Council elects to utilize the publication-plus-mailing option permitted under Maryland Local Government Article § 4-304.
- These costs are expected to be absorbed within the FY26 Legislative Department operating budget.

The proposed Charter amendment concerning appointment and compensation of certain Town officials does not, in itself, appropriate funds. However, any future changes to compensation levels or structural adjustments authorized by the amendment could have fiscal implications in subsequent fiscal years, subject to Council approval through the annual budget process.

No additional capital expenditures or long-term financial obligations are created by adoption of this resolution at this time.

STRATEGIC PLAN ALIGNMENT:

The process of reviewing and updating the Town Charter with the participation of the community aligns with the 2022 Strategic Plan goal of Good Governance:

- Ensure fair and transparent decision-making processes by following established procedures
- Regularly assessing plans and policies to ensure their creation follows set protocol
- Promote citizen engagement by creating policies and programs that encourage participation by a wide audience of races, ethnicities, and backgrounds;
- Assess community needs and desires by seeking community input and feedback

SUSTAINABILITY CONSIDERATIONS:

Town charter reviews support social sustainability by ensuring that the Town Charter aligns with new laws and reflects changing values and demands on local government. Regular



Item Number: 2026-0198

Date of Meeting: February 24, 2026

reviews can lead to continuous refinement in the governance of local governments, ensuring they remain effective and responsive to community needs.

By reviewing a municipal charter, communities can ensure that their governance reflects their values and is responsive to the needs of their citizens.

ADA CONSIDERATIONS:

Accommodations can be made for individuals with disabilities who wish to participate in the charter review and amendment process. Those who cannot attend in person may observe remotely and provide written comment in advance. Live captioning is provided during open sessions of the Town Council, and recordings of proceedings are disseminated via the Town’s meeting management platform and YouTube channels.

RECOMMENDED ACTION:

Staff recommends that the Town Council adopt Resolution 26-07, “Charter Amendment Resolution - Appointment and Compensation of Certain Town Officials,” to amend the Town Charter as presented in the attached resolution.

ATTACHMENT:

Charter Amendment Resolution 26-07, Appointment and Compensation of Certain Town Officials



TOWN OF LA PLATA
Town Council Minutes
January 13, 2026, 6:00 PM
Regular Meeting
Council Chambers, La Plata Town Hall
305 Queen Anne St.
La Plata MD

PRESENT: Mayor Jeannine James
Councilman Paul Guttenberg
Councilman Patrick McCormick
Councilman Gregory Sampson, Jr.
Councilman Tyjon Johnson

ABSENT:

TOWN STAFF: Chuck Stevens, Town Manager
Michelle Miner, Assistant Town Manager
Don Dooley, Director of Planning
Karina Larsen, Town Treasurer
Matt Norris, Chief of Police (virtual)
Mike Payne, Captain
Kelly Phipps, Director of Legislative Services
Shelby Pritchett, Town Clerk

GUESTS:

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: 271 095 028 035 62

Passcode: vp3Sh6j2

(Calendar Year 2026)

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 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

Councilman Johnson moved to approve the agenda as presented.

Moved By: Tyjon Johnson, seconded by Patrick McCormick.

Ayes: Mayor James, Councilman Guttenberg, Councilman McCormick, Councilman Sampson, Councilman Johnson

Nays: None

Abstained: None

Absent:

Passed

2. Disclosure of Closed Session

2.1. Disclosure of Closed Session on December 16, 2025.

In accordance with the Maryland Open Meetings Act § 3-306(c)(2), Mayor James disclosed the conduct of a closed session on December 16, 2025.

3. Consent Agenda

Councilman McCormick moved to approve the consent agenda as presented.

Moved By: Patrick McCormick, seconded by Paul Guttenberg.

Ayes: Mayor James, Councilman Guttenberg, Councilman McCormick, Councilman Sampson, Councilman Johnson

Nays: None

Abstained: None

Absent:

Passed

3.1. Approval of Resolution 26-01 Heritage Green Parkway Road and Drainage Improvements - Professional Engineering Services

3.2. Approval of Resolution 26-02 Charles Street Water Main — Professional Engineering Services

3.3. Adoption of Resolution 26-03 Willow Lane Pump Station Preventive Maintenance

3.4. Adoption of Resolution 26-04 Redwood Lake Pond National Pollutant Discharge Elimination System Pond Rehabilitation Project

4. Petitions, Communications, Appearances and Public Comment

4.1. Public Comment

Rebecca Turner spoke on the topics of sewage and water.

5. Matters of Council Discussion

5.1. Charter Amendment

Councilman Johnson made a motion to move forward with the four proposed charter amendments to be presented at the Public Hearing on February 24, 2026.

Moved By: Tyjon Johnson, seconded by Patrick McCormick.

Ayes: Councilman Guttenberg, Councilman McCormick, Councilman Sampson, Councilman Johnson

Nays: Mayor James

Abstained: None

Absent:

Passed

5.2. Fund Balance Reserve Policy

The Town Council reached a consensus to proceed with legislation.

6. Matters of Information

6.1. Adequate Public Facilities Ordinance

The Town Manager presented the details of the Adequate Public Facilities Ordinance to the Council. The Town Manager and Planning Director addressed Council questions.

7. Legislation

7.1. Resolution 26-06 Fund Balance Reserve Policy (For Introduction and Consideration of Adoption)

A RESOLUTION concerning

Fund Balance Reserve Policy

FOR the purpose of adopting the Town of La Plata Fund Balance Reserve Policy; and all matters relating thereto.

Councilman Guttenberg moved to adopt Resolution 26-06 as presented.

Moved By: Paul Guttenberg, seconded by Tyjon Johnson.

Ayes: Mayor James, Councilman Guttenberg, Councilman McCormick, Councilman Sampson,

Councilman Johnson

Nays: None

Abstained: None

Absent:

Passed

8. New Business

8.1. Town Manager's Operational Report (Written Only)

8.2. Treasurer's Report (Written Only)

8.3. Cash Disbursement Report (Written Only)

8.4. Reports from the Mayor and Town Council

The Mayor and Town Council reported on the activities of their respective boards and commissions, as well as on current and upcoming events in the town.

9. Motion for a Closed Session

9.1. Statutory Authority to Close Session: § 3-305(b)(1)(i) To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of an appointee, employee, or official over whom it has jurisdiction.

Topic: Town Attorney Appointment

Reason for Closure: To consider the appointment of a candidate as the Town Attorney.

Councilman Johnson moved to enter the closed session.

Moved By: Tyjon Johnson, seconded by Paul Guttenberg.

Ayes: Mayor James, Councilman Guttenberg, Councilman McCormick, Councilman Sampson, Councilman Johnson

Nays: None

Abstained: None

Absent:

Passed

10. Adjourn

10.1. Adjournment

Mayor James adjourned the meeting at 7:58 pm.

Submitted by:



TOWN OF LA PLATA
Town Council Minutes
January 27, 2026, 6:00 PM
Regular Meeting
Council Chambers, La Plata Town Hall

PRESENT: Mayor Jeannine James
Councilman Paul Guttenberg
Councilman Gregory Sampson, Jr.
Councilman Tyjon Johnson

ABSENT: Councilman Patrick McCormick

TOWN STAFF: Chuck Stevens, Town Manager
Michelle Miner, Assistant Town Manager (virtual)
Monica Kennedy, Director of Human Resources (virtual)
Karina Larsen, Town Treasurer
Matt Norris, Chief of Police
Kelly Phipps, Director of Legislative Services

GUESTS:

1. Call to Order

1.1. Call to Order

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

[Join the meeting now](#)

Meeting ID: 271 095 028 035 62

Passcode: vp3Sh6j2

(Calendar Year 2026)

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.

In the absence of the Town Clerk, minutes were recorded by Director Phipps.

1.2. Roll Call

Director Phipps 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

Councilman Johnson moved to approve the agenda as presented.

Moved By: Tyjon Johnson, seconded by Paul Guttenberg.

Passed Unanimously

2. Disclosure of Closed Session

2.1. Disclosure of Closed Session on January 13, 2026

In accordance with the Open Meetings Act, Mayor James disclosed the conduct of a closed session on January 13, 2026.

3. Consent Agenda

Councilman Guttenberg moved to approve the consent agenda as presented.

Moved By: Paul Guttenberg, seconded by Tyjon Johnson.

Ayes: Mayor James, Councilman Guttenberg, Councilman Sampson, Councilman Johnson

Nays: None

Abstained: None

Absent: Councilman McCormick

Passed

3.1. Approval of Minutes from Regular Meeting on December 9 and December 16, 2025.

3.2. Adoption of Resolution 26-05 Engineering Services - Water and Sewer Lines

3.3. Approval of Resolution 26-08 Public Works Vehicle Purchase

3.4. Approval of Finance Committee Chair and Vice Chair

4. Petitions, Communications, Appearances and Public Comment

4.1. Public Comment

No public speakers were present at this meeting.

4.2. State of the Municipality

Mayor James delivered the 2025 State of the Municipality.

5. Matters of Council Discussion

5.1. Revised Employee Handbook

The Town Council had no questions about the proposed Employee Handbook, and reached a consensus to proceed with legislation.

5.2. Fiscal Year 2026 Budget Amendment - La Plata Police Department Realignment

The Town Council had no questions about the proposed budget amendment reflecting the realignment of the La Plata Police Department, and reached a consensus to proceed with legislation.

5.3. Wills Memorial Park Playground Project

The Town Manager and Town Treasurer answered questions from the Town Council. The Town Council reached a consensus to proceed with legislation approving the proposed contract with Bliss Products & Services, Inc., and authorizing the required Capital Improvement Plan budget adjustment of \$434,889.00 to fully fund the Wills Memorial Park Playground construction project.

5.4. Appointment of Town Attorney

Mayor James nominated Todd Pounds of Alexander and Cleaver to serve as Town Attorney. The Town Council approved the nomination.

The Town Council reached a consensus to proceed with legislation.

6. Legislation

6.1. Ordinance 26-01 Town of La Plata Employee Handbook (First Reading; For Introduction)

AN ORDINANCE concerning

Town of La Plata Employee Handbook

FOR the purpose of rescinding the personnel rules and regulations of the Town of La Plata, as adopted August 2013, and adopting a new comprehensive Employee Handbook; and all matters generally relating thereto.

The Town Manager conducted the first reading of Ordinance 26-01.

6.2. Ordinance 26-02 Amendment of Fiscal Year 2026 Financial Plan-Budget (First Reading; For Introduction)

AN ORDINANCE concerning

Amendment to Town of La Plata Fiscal Year 2026 Financial Plan/Budget

FOR the purpose of amending the Town of La Plata Fiscal Year 2026 (FY26) Financial Plan/Budget to reflect a realignment of the La Plata Police Department; and all matters generally relating thereto.

The Town Manager conducted the first reading of Ordinance 26-02.

- 6.3. Resolution 26-10 Wills Memorial Park Playground (For Introduction and Consideration of Adoption)

A RESOLUTION concerning

Wills Memorial Park Playground

FOR the purpose of authorizing the Town Manager to enter into a contract for the purchase and installation of playground equipment at Wills Memorial Park; and all matters generally relating thereto.

Councilman Johnson moved to adopt Resolution 26-10 as presented.

Moved By: Tyjon Johnson, seconded by Paul Guttenberg.

Passed Unanimously

- 6.4. Resolution 26-09 Appointment of Town Attorney (For Introduction and Consideration of Adoption)

A RESOLUTION concerning

Appointment of Town Attorney

FOR the purpose of appointing Todd K. Pounds as Town Attorney; and all matters generally relating thereto.

Councilman Guttenberg moved to adopt Resolution 26-09 as presented.

Moved By: Paul Guttenberg, seconded by Tyjon Johnson.

Passed Unanimously

7. New Business

- 7.1. Reports from the Mayor and Town Council

The Mayor and Town Council reported on recent and upcoming events and activities.

8. Adjourn

- 8.1. Adjournment

Mayor James adjourned the meeting at 7:10 PM.

Submitted by:

Shelby Pritchett, Town Clerk

**COUNCIL OF THE TOWN OF LA PLATA
Resolution 26-11**

Introduced By: Mayor Jeannine E. James, by request

Date Introduced: February 24, 2026

Date Adopted:

Date Effective:

A RESOLUTION concerning

Historic Preservation Commission 2025 – 2030 Work Plan

FOR the purpose of adopting a work plan for the activities of the Historic Preservation Commission in the Town of La Plata for the period of 2025 - 2030; and all matters generally relating thereto.

* * * * *

1
2 **WHEREAS**, Section 11-8(A)(10) of the La Plata Municipal Code charges the Historic
3 Preservation Commission with the responsibility to propose a long-range plan for historic
4 preservation in the Town of La Plata, including a historic district; and

5
6 **WHEREAS**, the Town Council recognizes the importance of historic preservation in
7 promoting economic development, community identity, sustainability, and heritage
8 tourism; and

9
10 **WHEREAS**, the Historic Preservation Commission, in collaboration with Town staff,
11 has developed a comprehensive five-year work plan for the period of 2025–2030, consisting
12 of sixteen projects aligned with the Commission’s statutory purposes, powers, and duties;
13 and

14
15 **WHEREAS**, the work plan provides a framework for advancing historic preservation
16 activities, prioritizing projects based on complexity, resource availability, and fiscal
17 considerations, and may be updated periodically with approval by the Town Council; and

18
19 **WHEREAS**, the Historic Preservation Commission adopted Resolution No. 2026-01
20 on November 19, 2025, recommending Town Council approval of the proposed Work Plan
21 as drafted by staff; and

22
23

Resolution 26-11

24 **WHEREAS**, the Town Council has reviewed the staff report dated February 24, 2026,
25 and finds that the proposed work plan supports the Town’s Strategic Plan goals of economic
26 prosperity, community identity, and sustainability.
27

28 **NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE TOWN OF**
29 **LA PLATA** that the Historic Preservation Commission Work Plan for 2025–2030, attached
30 hereto as Attachment 1 is hereby adopted and incorporated herein by reference; and
31

32 **BE IT FURTHER RESOLVED** that Town staff shall consider incorporating funding
33 requests for applicable Work Plan items into the annual Planning Department budget
34 process, subject to Council review and approval; and
35
36

Resolution 26-11

37 **BE IT FURTHER RESOLVED** that the Historic Preservation Commission may update
38 the Work Plan periodically with Council consent to reflect changing priorities and conditions
39

ADOPTED AND APPROVED by the Council of the Town of La Plata on this ____ day of _____, 2026.

SEAL:

COUNCIL OF THE TOWN OF LA PLATA

Jeannine E. James, Mayor

Paul C. Guttenberg, Councilman

Patrick McCormick, Councilman

ATTEST:

Gregory Sampson, Jr., Councilman

Shelby Pritchett
Town Clerk

Tyjon C. Johnson, Councilman

Date _____



Agenda Item Summary

MEETING GROUP: Town Council
STAFF RESOURCE: Don Dooley
DEPARTMENT: Planning
TYPE: Town Council Resolution
SUBJECT: Proposed Historic Preservation Commission Work Plan for 2025-2030

BACKGROUND:

Under Section 11-8(A)(10) of the La Plata Municipal Code, the Historic Preservation Commission (HPC) is responsible for proposing a long-range plan for historic preservation in the Town of La Plata, including a historic district. Currently, the Commission does not have an adopted work plan to guide its efforts and align with its purposes, powers, and duties outlined in the Municipal Code. Establishing a work plan will provide clear direction, measurable goals, and support the development of an appropriate annual budget for the Historic Preservation Commission’s activities.

On July 18, 2025, staff initiated discussions with the Commission to develop a five-year work plan (2025–2030). Sixteen projects were proposed, each aligned with the Commission’s statutory responsibilities. No more than two or three projects are expected to be completed annually. The work plan may be updated periodically with Council approval to reflect changing priorities or needs.

At the August 8, 2025 (Special Work Session) meeting of the Historic Preservation Commission, Chair Gilpin proposed rearranging and consolidating some workplan items (see Attachment No. 6). However, staff advised that these suggested changes did not fully consider critical factors for the successful and timely implementation of the overall workplan. These considerations include alignment of the proposed workplan items with each other, staff workload, budgetary allocations, project timelines, and the anticipated work effort/needs to successfully implement more complex work plan items. The Commission subsequently voted at its regularly scheduled meeting of November 19, 2025, to unanimously adopt HPC Resolution 2025-01, recommending to the Town Council approval of the Draft 2025-2030 Historic Preservation Commission Work Plan in Attachment No. 3, as proffered by staff.



Attachment No. 3 provides detailed descriptions of each proposed work plan item. These projects are designed to build upon one another over time, supporting the development of a comprehensive historic preservation program.

Several items will require funding, including the Centennial Plaque Program, La Plata/Maryland 250, La Plata Firehouse Museum, Legacy Business Program, Comprehensive Historic Resource Survey, and Local Preservation Grant Program. and the Public History Plan. While most programs can be initiated with contingency funding, the Comprehensive Historic Resource Survey will require professional services. Budget requests will be submitted annually as part of the Planning Department’s implementation of the work plan. If funding for certain items is not approved, staff and the Commission will adjust workplan priorities accordingly, with Council oversight.

Long-term Benefits of a Historic Preservation Program

A well-crafted and diverse historic preservation program can derive numerous economic, environmental, and social benefits for a community, including:

- **Heritage Tourism:** Attracts visitors, supports local businesses, and creates jobs.
- **Protecting Community Identity:** Fosters pride, sense of place, social cohesion, and educational opportunities.
- **Provide Housing Opportunities:** Encourages adaptive re-use of historic buildings and structures to address housing shortages, particularly for buildings that were not purpose-built for housing.
- **Revitalization and Sustainability:** Promotes vibrant business districts and reduces environmental impacts through the re-use of existing infrastructure and the preservation of building fabric to lessen the demand for landfill space.
- **Job Creation:** Rehabilitation projects generate local employment and support local goods and service providers
- **Adds Value to Neighborhoods:** Historic districts facilitate neighborhood stability and enhance property values. During economic downturns, historic districts are known to be more resistant to property price depreciation than non-historic districts.

FISCAL IMPACT:



Approval of the 2025–2030 Historic Preservation Commission Work Plan will result in potential future fiscal impacts, which will be evaluated and requested through the Town’s annual budget process. The Work Plan itself does not require immediate appropriations.

Several proposed initiatives may involve one-time or ongoing costs in future fiscal years, including but not limited to the Centennial Plaque Program, Maryland 250 activities, La Plata Firehouse Museum, Legacy Business Program incentives, a Comprehensive Historic Resources Survey (consultant services), a potential Local Preservation Grant Program, and a proposed Public History Plan. Estimated costs for these initiatives will be developed as each project advances and presented to the Town Council for consideration during the applicable budget cycle.

Projects that are primarily policy-based, administrative, or educational in nature may be completed using existing staff resources or minimal operating funds. The Comprehensive Historic Resource Survey is anticipated to require outside professional services and would represent the most significant potential expenditure under the Work Plan.

Funding for any work plan initiative is subject to Town Council approval, and the Council retains discretion to defer, modify, or decline funding for individual projects. Over the long term, staff anticipates that implementation of the Work Plan may result in positive indirect fiscal impacts through heritage tourism, economic development, grant eligibility, reinvestment in historic properties, and enhanced community vitality.

STRATEGIC PLAN ALIGNMENT:

The work plan aligns with the Town’s strategic goals by promoting economic prosperity, community identity, and sustainability. Key initiatives include heritage tourism, adaptive re-use policies, and a town-wide historic resource survey.

SUSTAINABILITY CONSIDERATIONS:

A comprehensive historic preservation program aligns and supports the Town’s Comprehensive Plan to promote sustainability by identifying and incentivizing the preservation of the Town’s historic buildings, structures, and objects to promote their adaptive re-use for businesses, housing, and community use. In turn, this promotes environmental sensitivity and protection of the La Plata built environment to discourage urban sprawl.

ADA CONSIDERATIONS:



All historic preservation programs will follow applicable ADA requirements in their design and implementation.

RECOMMENDED ACTION:

Adopt Resolution 26-11 approving the 2025-2030 Historic Preservation Commission's Workplan as drafted in Attachment No. 3 of this report.

ATTACHMENTS:

- 1) Draft Town Council Resolution Approving the 2025-2030 HPC Workplan.
- 2) Historic Preservation Commission Resolution No. 2025-01
- 3) Proposed 2025-2030 Historic Preservation Commission Workplan
- 4) Section 11-8 (Purpose, powers, and duties) of the La Plata Municipal Code
- 5) Historic Preservation Commission Staff Report dated July 18, 2026
- 6) Email from HPC Chair Rich Gilpin Regarding Draft Workplan
- 7) Historic Preservation Commission Staff Report dated September 19, 2025
- 8) Historic Preservation Commission Staff Report dated November 21, 2025

TOWN OF LA PLATA

RESOLUTION NO. 26-XX

A RESOLUTION TO APPROVE THE HISTORIC PRESERVATION COMMISSION WORK PLAN FOR 2025–2030

WHEREAS, Section 11-8(A)(10) of the La Plata Municipal Code charges the Historic Preservation Commission with the responsibility to propose a long-range plan for historic preservation in the Town of La Plata including a historic district;

WHEREAS, the Town Council recognizes the importance of historic preservation in promoting economic development, community identity, sustainability, and heritage tourism;

WHEREAS, the Historic Preservation Commission, in collaboration with Town staff, has developed a comprehensive five-year Work Plan (2025–2030) consisting of sixteen projects aligned with the Commission’s statutory purposes, powers, and duties;

WHEREAS, the Work Plan provides a framework for advancing historic preservation activities, prioritizing projects based on complexity, resource availability, and fiscal considerations, and may be updated periodically with Council approval;

WHEREAS, the Historic Preservation Commission adopted Resolution No. 2026-01 on November 19, 2025, recommending Town Council approval of the proposed Work Plan as drafted by staff;

WHEREAS, the Town Council has reviewed the staff report dated February 24, 2026, and finds that the proposed Work Plan supports the Town’s Strategic Plan goals of economic prosperity, community identity, and sustainability;

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF LA PLATA THAT:

1. The Historic Preservation Commission Work Plan for 2025–2030, as presented in the staff report and attached hereto, is hereby approved.
2. Town staff shall consider incorporating funding requests for applicable Work Plan items into the annual Planning Department budget process, subject to Council review and approval.

3. The Historic Preservation Commission may update the Work Plan periodically with Council consent to reflect changing priorities and conditions.

ADOPTED by the Town Council of La Plata, Maryland, this 24th day of February, 2026.

APPROVED:

Mayor

I HEREBY CERTIFY that the foregoing Resolution was duly adopted by the Town Council of La Plata, Maryland.

Clerk to the Council

Attachment No. 1 - Adopted 2025-2030 Historic Preservation Commission Workplan

**TOWN OF LA PLATA, MARYLAND
ADOPTED HISTORIC PRESERVATION COMMISSION
RESOLUTION NO. 2025-01**

**A RESOLUTION OF THE HISTORIC PRESERVATION
COMMISSION OF THE TOWN OF LA PLATA, MARYLAND
RECOMMENDING TO THE TOWN COUNCIL APPROVAL OF ITS
FIVE-YEAR (2025-2030) PROJECT WORK PLAN**

WHEREAS, the La Plata Historic Preservation Commission (HPC) does not have a documented workplan, authorized by the Town Council, to provide direction, focus, and accountability of its work activities to ensure consistency with its official responsibilities pursuant to Chapter 11 (Historic Preservation Commission), Section 11-8 (Purpose, powers, and duties) of the La Plata Municipal Code; and

WHEREAS, the HPC has reviewed and evaluated staff's proposed (draft) 2025-2030 Work Plan, dated July 18, 2025, during its public meetings held on July 18, 2025, August 8, 2025, and November 21, 2025." and,

WHEREAS, the HPC is supportive of the concepts contained in the Draft 2025-2030 HPC Work Plan, as presented, to help create a comprehensive historic preservation strategy for the Town of La Plata.

NOW, THEREFORE, BE IT RESOLVED that the La Plata Historic Preservation Commission hereby recommends Town Council approval of its Draft 2025-2030 Work Plan, dated July 18, 2025, and incorporated herein by reference.


PASSED AND ADOPTED BY THE LA PLATA HISTORIC PRESERVATION COMMISSION on November 21, 2025, by the following vote:

Yes: Hobbs, Chandler, Guttenberg, Vice-Chair Bowling, and Chair Gilpin

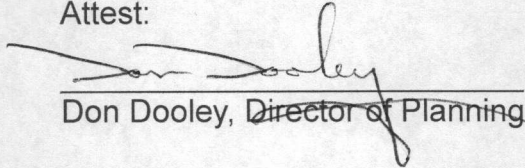
No:

Abstain:

Absent:


Richard Gilpin, Historic Preservation Commission Chair

Attest:


Don Dooley, Director of Planning

Attachments:

1) Draft 2025-2030 HPC Work Plan Dated July 18, 2025

**DRAFT HISTORIC PRESERVATION COMMISSION WORK PLAN PROJECTS FOR
THE TOWN OF LA PLATA**

July 18, 2025

FY 2025-2026

- 1) **PLAQUE PROGRAM** - Create a plaque program to identify the age of vintage and historic homes in the town of La Plata (currently underway). An application process and guidelines would be created for this program.
- 2) **LA PLATA/MARYLAND 250 PROGRAM** - Participate and have La Plata recognized in MARYLAND's 250 Celebration. The celebration pertains to America's 250th Birthday. An HPC Subcommittee could be organized to plan two or three special events/activities in Town for 2026.¹ Staff has included a copy of

¹ The Town's Special Event Coordinator (Lucinda Anderson) has expressed a willingness to help with this effort. This is a great way to foster heritage tourism in La Plata. Local businesses may also wish to participate and help sponsor events. Particularly, if an organized event schedule was created by the Town. The schedule could be posted on the Town website with flyers of the event schedule posted in Town and in sponsoring businesses.

Conceptual Special Event Ideas:

- A) *Host a "Revolutionary War Encampment" (living history program) in La Plata with Revolutionary War reenactors, skirmishes, 18th century crafts, games, sutlers, etc. This would be a weekend, family, event. Think of a mini, outdoor, Williamsburg event that could be in a setting like Tilghman Park.*
- B) *Create patriotic exhibits/exhibitions in Town Hall and/or at sponsored locations in Town (i.e., paintings, material culture, displays etc. relating to the history/culture of the Nation, State, County, Town).*
- C) *Host a La Plata version of the "Antiques Road Show."*
- D) *Host a reading of the Declaration of Independence with a flag raising ceremony outside of town hall with participation of an honor guard/veteran organization.*
- E) *Host a historic house/building/site tour focusing on architectural history in La Plata and Charles County. Perhaps use of the Town trolley could be used.*

the “MD Two-Fifty” Application for La Plata’s official recognition by the State for its participation. However, the Commission must develop programming before the Town can be recognized: <https://planning.maryland.gov/Documents/Our-Engagement/MD250/Maryland-250-Commission-annual-report-and-action-plan-2023-1231.pdf> (see Attachment “A”)

- 3) **PRESERVATION PROFESSIONALS LIST**. Develop a reference list of properly trained/educated and experienced architects, craftsmen, carpenters, architectural salvage companies, historic resource consultants (that meet the Secretary of the Interior’s Professional Qualifications) etc. to help property owners who want to correctly do rehabilitation and conservation work to their buildings, structures, objects, and sites to preserve their historic integrity. Research sources could also be included for people looking to do historic research on their properties (i.e., links to Sanborne Maps, archival facilities on-line, research libraries etc.). The information could be posted on the Town’s website for public information.

-
- F) Develop special, patriotic, banners, etc. to display throughout Town and/or in Town Hall. These could be of famous Marylanders, historic events, or places from the State’s earliest history onward.*
- G) Working with the local business community, create a “La Plata 250 Celebration” branding of materials for Town events that promote economic development of businesses in Town.*
- H) Working with local schools and businesses, develop a “La Plata 250 Passport Program” that encourages kids and adults to visit a certain number of local historic and cultural sites in Town and Charles County. Once completed, a prize could be awarded to participates. Such a program would help identify, educate, and promote public engagement with our historical and cultural resources in and around the La Plata environs.*
- I) Working with local schools, develop a contest to have various school age groups design, write or create something related to the history of the nation, State, County or La Plata’s history for display in Town Hall with a prize and recognition by the Town Council for the winners.*

FY 2026-2027

- 4) **LA PLATA FIREHOUSE MUSEUM** Facilitate the adaptive reuse the old La Plata Firehouse as a community museum. This will require review and approval by the Town Council as there are various soft and hard costs associated with its rehabilitation work, programming, maintenance, staffing, insurance, etc. to operate and maintain a museum. There is currently no budget for this Town-owned asset in the FY 2025-2026 Budget.
- 5) **ORAL HISTORY PROGRAM**. Organize and develop an oral history program/project to collect verbal histories from residents associated with various historic contexts in Town. This could range from La Plata's railroad history to the destructive tornado that occurred in Town. This would be a wonderful way to collect stories that could be published and used in La Plata's schools, displayed on a Town "memory board," used for museums for exhibits/displays, etc. Collecting information could be done in various ways such as having a station at community events. Oral histories are the most vulnerable histories to lose since people pass away without sharing what they know for the benefit of future generations.
- 6) **LEGACY BUSINESS PROGRAM**. Create a program to recognize "Legacy Businesses" in Town. These are businesses that can demonstrate that have existed in Town and have served the community for at least 35 years in Town (1990 or earlier). These businesses provide a sense of place and identity for La Plata residents. A place "everyone knows." A Town recognized "Legacy Business" would be given special recognition and be qualified for special Town considerations (i.e., small building/property maintenance grants or an exemption from annual business license fees or building permit fees etc.) to support and promote their retention and growth. Such a program also facilitates economic development and encourages their retention in Town.

FY 2027-2028

- 7) **COMPREHENSIVE HISTORIC RESOURCE SURVEY**. With the aid of a historic preservation consultant/firm, conduct a comprehensive historic resource survey of the town of La Plata from pre-history to 1980 to discover buildings, structures, objects and sites that have never been evaluated before as well as to survey the integrity of previously identified historic resources. Such a survey can be used to help recognize properties that could be deemed eligible or designated historic resources as well as identify historic districts in Town. Once identified, these resources might be eligible for programs developed by the HPC (with approval of

the Town Council) to support their recognition and help preserve/protect their historic integrity.

- 8) **FAÇADE AND PRESERVATION EASEMENTS.** Develop formal processes and procedures for the Town's formal consideration of acquiring and/or accepting preservation easements for buildings, structures, objects, and sites to ensure that the important, character defining, features of designated historic resources are preserved. This project would align well with the identification of new historic resources with the completion of a historic resource survey.
- 9) **HISTORIC PRESERVATION SEMINAR.** Develop and sponsor a historic preservation seminar for development professionals, government staff, property owners etc. The seminar will provide awareness of historic preservation issues, education on the Secretary of the Interiors Standards and Guidelines, preservation success stories, as well as demonstration of preservation trades etc. This seminar may be used to pattern future, Town sponsored, preservation seminars.

FY 2028-2029

- 10) **UPDATE THE TOWN'S 2040 COMPREHENSIVE PLAN FOR HISTORIC RESOURCES**
Evaluate and recommend updates to the Town's Comprehensive Plan to address historic preservation matters in Town and recommend objectives, goals, and polices to facilitate historic preservation and cultural awareness of the Town's history. The timing would be particularly favorable following a comprehensive historic resource survey of the Town. This workplan item may likely carry through to the completion of the Comprehensive Plan Update in 2030.
- 11) **LOCAL PRESERVATION GRANT PROGRAM.** Develop a local historic resource grant program (for La Plata) to help property owners, with eligible or designated historic resources, to properly preserve or restore important character defining features of their resource(s). This could also be done for vintage buildings, structures, and objects (at least 50 -years old) that retain significant historic integrity but are not designated historic resources. This promotes the preservation of community character and sense of place. Similarly, grants could be given to help develop private, public history, displays within the community when located in public settings like a commercial shopping center or along public walking trails. Grant guidelines and applications would be created as part of this program concept.

12) **PUBLIC HISTORY PLAN.** Develop a comprehensive plan of wayside signage and other public history projects/concepts (throughout Town) that tell stories, commemorate people, places, and events associated with local, County, State, National history in the context of La Plata. If desired, an ordinance could be considered to collect a minor “history fee” associated with new building permits (with Town Council support) to create Capital Improvement Projects associated with creating and installing public history projects under an approved, comprehensive, plan of projects. This project would align with the findings contained in a comprehensive historic resource survey of the Town.

FY 2029-2030

13) **UPDATE HISTORIC RESOURCE ORDINANCE.** Re-evaluate the Town’s current historic resource ordinance to look for opportunities to incentivize historic preservation, promote economic development, and to strengthen historic preservation in Town (i.e., protect vulnerable historic resources, create a requirement for an Historic American Building Survey (HABS) Report for any designated historic resource being demolished, etc.). An updated ordinance could allow contain development exceptions (i.e., for reduced parking requirements, special signage considerations, etc.) for the adaptive re-use of designed historic resources in Town. This would promote the value of owning and using historic buildings to promote economic development. The timing of this project, in 2030, would be ideal in order to follow and align with the completion of the Town’s update to its Comprehensive Plan.

14) **CERTIFIED LOCAL GOVERNMENT.** Explore becoming a Certified Local Government (CLG). There are currently 24 towns/cities, and County’s that have CLG status in Maryland. CLG’s have access to competitive grants (that non-CLG communities do not have) to promote a variety of historic preservation activities in their respective communities. The money comes from the Maryland State Historic Preservation Office via the Department of Interior. To be eligible for CLG status a town/county must: 1) Have a qualified Historic Preservation Commission, 2) A qualified historic preservation ordinance with the ability to designate and protect historic properties, 3) A regular system of surveying and inventorying historic properties, 4) Provide public participation in the Town’s local historic preservation programs (such as nominating potential historic resources); and, 5) Performing the duties outlined above. As CLG status will likely require changes to the existing La Plata Historic Preservation Ordinance, it is appropriate to pursue CLG status with revisions to the Town’s preservation ordinance at the same time for work efficiencies.

15) LAUNCH A COMPREHENSIVE HISTORIC PRESERVATION WEBSITE FOR LA PLATA.

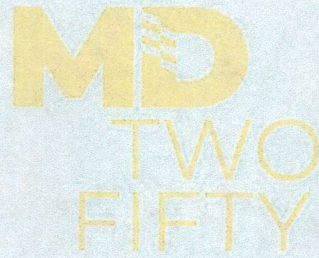
Based on the findings contained in a comprehensive historic resource survey of the Town, the website would provide an on-line “historic tour” of all Town historic buildings, structures, objects, sites, and districts with information on each. All historic preservation programs, initiatives, information, and updated public policy documents related to historic preservation in La Plata would also be found here for easy public reference based on the completion of the HPC’s earlier workplan items.

FUTURE PROJECTS FOR CONSIDERATION (NO TIMELINE)

16) LEASE-LOAN PROGRAM. Develop a voluntary lease-loan program where historic pictures and material culture, owned by others (i.e., museums) could be displayed inside of public and/or private business to promote public history to their customers/clients. Museums typically only display a small portion of their collections. Why not work to bring history out of museum basements and into the public realm?

-END-

Attachment “A” - (MD Two Fifty Application and Programing Guidelines)



Apply for your program, project, or event to be officially recognized by the MD TwoFifty Commission.

Please complete the following application to be considered as an officially recognized program, project, or event with the MD TwoFifty Commission. Please email: Erin.bode@maryland.gov with any questions.

Guidelines and Guidance for Maryland TwoFifty Commission Programming

The 250th anniversary of the founding of the United States of America will occur on July 4, 2026. It is in the interest of the State to develop, encourage, and execute an inclusive observance of the 250th anniversary of the founding of the nation that recognizes all Marylanders' struggle for life, liberty, and the pursuit of happiness before, during, and after the American Revolution.

This anniversary invites us to reflect on the ongoing evolution of American democracy, Maryland's integral role in that process, and the impact of Marylanders on the nation's past, present, and future. Stories of revolution exist in all periods of time and in all places and sectors of our State, demonstrating Marylanders' boundless capacity for innovation, growth and development. By celebrating our successes and reckoning with our setbacks, we will deepen public understanding of our complex history, strengthen public appreciation for service to our country, and inspire public engagement in civic life.

Inclusive conversations about our shared past allow us to discuss who we are today and who we want to be in the future so that we may invigorate and sustain the United States of America for the benefit of future generations, ensuring that no one is left behind.

Programs and initiatives recognized by the MD TwoFifty Commission will:

- Acknowledge that the confiscation of Indigenous land and displacement of Indigenous people is central to the United States' origin story and recognize the persistence and contributions of these communities today.
- Honor the legacy of both free and enslaved African Americans in the making of Maryland and the nation, whose untold stories of heroism and perseverance are critical to the understanding of our shared past and present.
- Support the identification and enhancement of cultural assets that tell the story of who we are as Marylanders and promote place-based visitor experiences for residents and visitors alike.
- Engage youth, new Americans, and lifelong learners in programs designed to encourage the search for meaning behind America and deepen engagement in civic life.
- Celebrate service to country and community, and create opportunities that promote social responsibility, compassion and understanding that will unite and strengthen Maryland's diverse communities for the benefit of all.
- Occur within the anniversary period of 2024-2027.
- Encourage collaborations with public and private partners.
- Seek funding from multiple sources: federal, state, local, corporate, and private.
- Utilize historical evidence and current data to shape interpretation and storytelling.
- Align with current research and scholarship.
- Prioritize interdisciplinary work that integrate the arts, humanities, and sciences.
- Connect to current events and social issues, bridging past to present.
- Represent Maryland's regional and geographic reach, focusing on place-based stories, historical sites, and environmental context.

The MD TwoFifty Commission will:

- Provide resources and opportunities for groups to learn more about doing history program in a thoughtful and inclusive way.
- Market and promote statewide programming that align with the guidelines and guidance.

Point of Contact (First and Last Name):

Title of Point of Contact:

Name of Organization:

Organization Address

Point of contact email address:

Point of contact website:

Point of contact phone number:

Name of program, project or event:

Is this a (Check one):

Program

Project

Event

Please provide a description of the program, project or event. You are welcome to attach additional documents for review.

If submitting additional documents, please attach here:



Browse Files
Drag and drop files here

MD TwoFifty Commission themes represented (Check all that apply):

- History
- Civics
- Service

Please explain how the selected themes will be represented in your program, project or event:

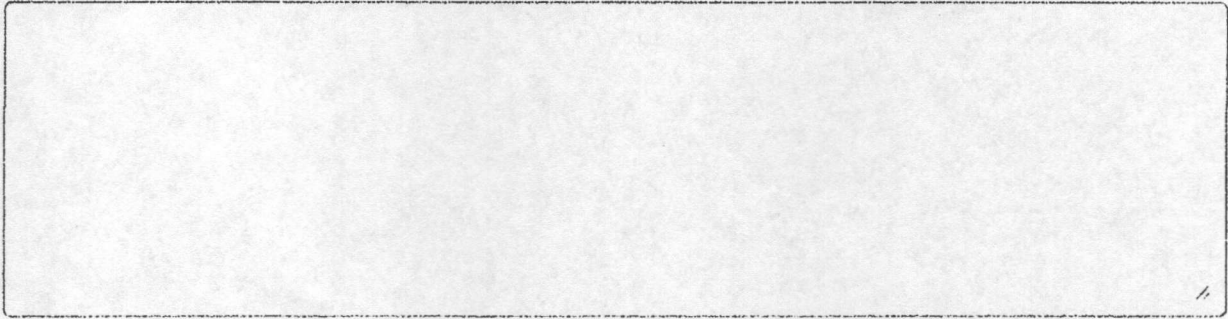
Please select which focus area(s) are represented in your program, project or event:

- Acknowledge that the confiscation of Indigenous land and displacement of Indigenous people is central to the United States' origin story and recognize the persistence and contributions of these communities today.
- Honor the legacy of both free and enslaved African Americans in the making of Maryland and the nation, whose untold stories of heroism and perseverance are critical to the understanding of our shared past and present.
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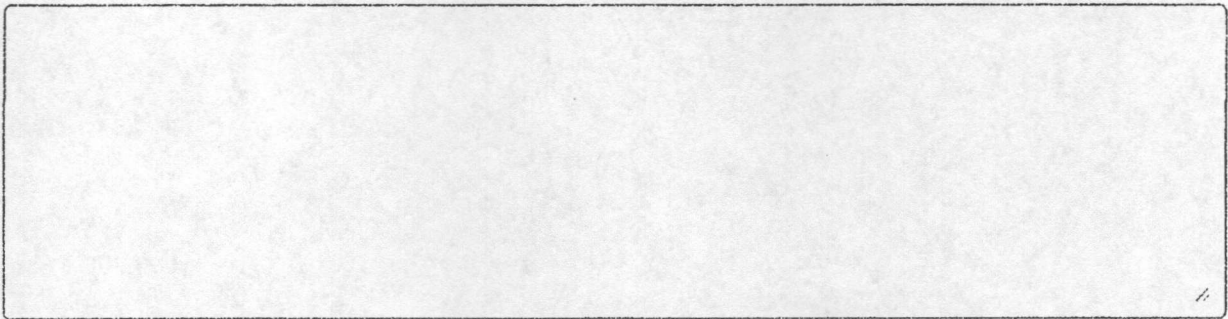
Official Recognition will only be awarded to programs, projects and events that are fully planned and ready to activate. Is your program, project or event planned and ready to activate?

- Yes

Who is your target audience?



In what ways will your program, project, or event impact your community, region, or the state?



Please describe your program, project or, event timeline in detail?

Submit

For information on funding sources for the 250th, check out <https://mdtwofifty.maryland.gov/grants-applications/> .



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Create your own Jotform

**DRAFT HISTORIC PRESERVATION COMMISSION WORK PLAN PROJECTS FOR
THE TOWN OF LA PLATA**

July 18, 2025

2025-2026

- 1) **PLAQUE PROGRAM** - Create a plaque program to identify the age of vintage and historic homes in the town of La Plata (currently underway). An application process and guidelines would be created for this program.
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¹ The Town's Special Event Coordinator (Lucinda Anderson) has expressed a willingness to help with this effort. This is a great way to foster heritage tourism in La Plata. Local businesses may also wish to participate and help sponsor events. Particularly, if an organized event schedule was created by the Town. The schedule could be posted on the Town website with flyers of the event schedule posted in Town and in sponsoring businesses.

Conceptual Special Event Ideas:

- A) Host a "Revolutionary War Encampment" (living history program) in La Plata with Revolutionary War reenactors, skirmishes, 18th century crafts, games, sutlers, etc. This would be a weekend, family, event. Think of a mini, outdoor, Williamsburg event that could be in a setting like Tilghman Park.*
- B) Create patriotic exhibits/exhibitions in Town Hall and/or at sponsored locations in Town (i.e., paintings, material culture, displays etc. relating to the history/culture of the Nation, State, County, Town).*
- C) Host a La Plata version of the "Antiques Road Show."*
- D) Host a reading of the Declaration of Independence with a flag raising ceremony outside of town hall with participation of an honor guard/veteran organization.*
- E) Host a historic house/building/site tour focusing on architectural history in La Plata and Charles County. Perhaps use of the Town trolley could be used.*

the “MD Two-Fifty” Application for La Plata’s official recognition by the State for its participation. However, the Commission must develop programming before the Town can be recognized: <https://planning.maryland.gov/Documents/Our-Engagement/MD250/Maryland-250-Commission-annual-report-and-action-plan-2023-1231.pdf> (see Attachment “A”)

- 3) **PRESERVATION PROFESSIONALS LIST**. Develop a reference list of properly trained/educated and experienced architects, craftsmen, carpenters, architectural salvage companies, historic resource consultants (that meet the Secretary of the Interior’s Professional Qualifications) etc. to help property owners who want to correctly do rehabilitation and conservation work to their buildings, structures, objects, and sites to preserve their historic integrity. Research sources could also be included for people looking to do historic research on their properties (i.e., links to Sanborne Maps, archival facilities on-line, research libraries etc.). The information could be posted on the Town’s website for public information.

-
- F) Develop special, patriotic, banners, etc. to display throughout Town and/or in Town Hall. These could be of famous Marylanders, historic events, or places from the State’s earliest history onward.*
- G) Working with the local business community, create a “La Plata 250 Celebration” branding of materials for Town events that promote economic development of businesses in Town.*
- H) Working with local schools and businesses, develop a “La Plata 250 Passport Program” that encourages kids and adults to visit a certain number of local historic and cultural sites in Town and Charles County. Once completed, a prize could be awarded to participants. Such a program would help identify, educate, and promote public engagement with our historical and cultural resources in and around the La Plata environs.*
- I) Working with local schools, develop a contest to have various school age groups design, write or create something related to the history of the nation, State, County or La Plata’s history for display in Town Hall with a prize and recognition by the Town Council for the winners.*

2026-2027

- 4) **LA PLATA FIREHOUSE MUSEUM** Facilitate the adaptive reuse the old La Plata Firehouse as a community museum. This will require review and approval by the Town Council as there are various soft and hard costs associated with its rehabilitation work, programming, maintenance, staffing, insurance, etc. to operate and maintain a museum. There is currently no budget for this Town-owned asset in the 2025-2026 Budget.
- 5) **ORAL HISTORY PROGRAM**. Organize and develop an oral history program/project to collect verbal histories from residents associated with various historic contexts in Town. This could range from La Plata's railroad history to the destructive tornado that occurred in Town. This would be a wonderful way to collect stories that could be published and used in La Plata's schools, displayed on a Town "memory board," used for museums for exhibits/displays, etc. Collecting information could be done in various ways such as having a station at community events. Oral histories are the most vulnerable histories to lose since people pass away without sharing what they know for the benefit of future generations.
- 6) **LEGACY BUSINESS PROGRAM**. Create a program to recognize "Legacy Businesses" in Town. These are businesses that can demonstrate that have existed in Town and have served the community for at least 35 years in Town (1990 or earlier). These businesses provide a sense of place and identity for La Plata residents. A place "everyone knows." A Town recognized "Legacy Business" would be given special recognition and be qualified for special Town considerations (i.e., small building/property maintenance grants or an exemption from annual business license fees or building permit fees etc.) to support and promote their retention and growth. Such a program also facilitates economic development and encourages their retention in Town.

2027-2028

- 7) **COMPREHENSIVE HISTORIC RESOURCE SURVEY**. With the aid of a historic preservation consultant/firm, conduct a comprehensive historic resource survey of the town of La Plata from pre-history to 1980 to discover buildings, structures, objects and sites that have never been evaluated before as well as to survey the integrity of previously identified historic resources. Such a survey can be used to help recognize properties that could be deemed eligible or designated historic resources as well as identify historic districts in Town. Once identified, these resources might be eligible for programs developed by the HPC (with approval of

the Town Council) to support their recognition and help preserve/protect their historic integrity.

- 8) **FAÇADE AND PRESERVATION EASEMENTS**. Develop formal processes and procedures for the Town's formal consideration of acquiring and/or accepting preservation easements for buildings, structures, objects, and sites to ensure that the important character defining, features of designated historic resources are preserved. This project would align well with the identification of new historic resources with the completion of a historic resource survey.
- 9) **HISTORIC PRESERVATION SEMINAR**. Develop and sponsor a historic preservation seminar for development professionals, government staff, property owners etc. The seminar will provide awareness of historic preservation issues, education on the Secretary of the Interiors Standards and Guidelines, preservation success stories, as well as demonstration of preservation trades etc. This seminar may be used to pattern future, Town sponsored, preservation seminars.

2028-2029

10) **UPDATE THE TOWN'S 2040 COMPREHENSIVE PLAN FOR HISTORIC RESOURCES**

Evaluate and recommend updates to the Town's Comprehensive Plan to address historic preservation matters in Town and recommend objectives, goals, and polices to facilitate historic preservation and cultural awareness of the Town's history. The timing would be particularly favorable following a comprehensive historic resource survey of the Town. This workplan item may likely carry through to the completion of the Comprehensive Plan Update in 2030.

- 11) **LOCAL PRESERVATION GRANT PROGRAM**. Develop a local historic resource grant program (for La Plata) to help property owners, with eligible or designated historic resources, to properly preserve or restore important character defining features of their resource(s). This could also be done for vintage buildings, structures, and objects (at least 50 -years old) that retain significant historic integrity but are not designated historic resources. This promotes the preservation of community character and sense of place. Similarly, grants could be given to help develop private, public history, displays within the community when located in public settings like a commercial shopping center or along public walking trails. Grant guidelines and applications would be created as part of this program concept.

12) **PUBLIC HISTORY PLAN**. Develop a comprehensive plan of wayside signage and other public history projects/concepts (throughout Town) that tell stories, commemorate people, places, and events associated with local, County, State, National history in the context of La Plata. If desired, an ordinance could be considered to collect a minor “history fee” associated with new building permits (with Town Council support) to create Capital Improvement Projects associated with creating and installing public history projects under an approved, comprehensive, plan of projects. This project would align with the findings contained in a comprehensive historic resource survey of the Town.

2029-2030

13) **UPDATE HISTORIC RESOURCE ORDINANCE**. Re-evaluate the Town’s current historic resource ordinance to look for opportunities to incentivize historic preservation, promote economic development, and to strengthen historic preservation in Town (i.e., protect vulnerable historic resources, create a requirement for an Historic American Building Survey (HABS) Report for any designated historic resource being demolished, etc.). An updated ordinance could allow contain development exceptions (i.e., for reduced parking requirements, special signage considerations, etc.) for the adaptive re-use of designed historic resources in Town. This would promote the value of owning and using historic buildings to promote economic development. The timing of this project, in 2030, would be ideal in order to follow and align with the completion of the Town’s update to its Comprehensive Plan.

14) **CERTIFIED LOCAL GOVERNMENT**. Explore becoming a Certified Local Government (CLG). There are currently 24 towns/cities, and County’s that have CLG status in Maryland. CLG’s have access to competitive grants (that non-CLG communities do not have) to promote a variety of historic preservation activities in their respective communities. The money comes from the Maryland State Historic Preservation Office via the Department of Interior. To be eligible for CLG status a town/county must: 1) Have a qualified Historic Preservation Commission, 2) A qualified historic preservation ordinance with the ability to designate and protect historic properties, 3) A regular system of surveying and inventorying historic properties, 4) Provide public participation in the Town’s local historic preservation programs (such as nominating potential historic resources); and, 5) Performing the duties outlined above. As CLG status will likely require changes to the existing La Plata Historic Preservation Ordinance, it is appropriate to pursue CLG status with revisions to the Town’s preservation ordinance at the same time for work efficiencies.

15) LAUNCH A COMPREHENSIVE HISTORIC PRESERVATION WEBSITE FOR LA PLATA.

Based on the findings contained in a comprehensive historic resource survey of the Town, the website would provide an on-line “historic tour” of all Town historic buildings, structures, objects, sites, and districts with information on each. All historic preservation programs, initiatives, information, and updated public policy documents related to historic preservation in La Plata would also be found here for easy public reference based on the completion of the HPC’s earlier workplan items.

FUTURE PROJECTS FOR CONSIDERATION (NO TIMELINE)

- 16) LEASE-LOAN PROGRAM.** Develop a voluntary lease-loan program where historic pictures and material culture, owned by others (i.e., museums) could be displayed inside of public and/or private business to promote public history to their customers/clients. Museums typically only display a small portion of their collections. Why not work to bring history out of museum basements and into the public realm?

-END-

Attachment “A” - (MD Two Fifty Application and Programming Guidelines)



Apply for your program, project, or event to be officially recognized by the MD TwoFifty Commission.

Please complete the following application to be considered as an officially recognized program, project, or event with the MD TwoFifty Commission. Please email: Erin.bode@maryland.gov with any questions.

Guidelines and Guidance for Maryland TwoFifty Commission Programming

The 250th anniversary of the founding of the United States of America will occur on July 4, 2026. It is in the interest of the State to develop, encourage, and execute an inclusive observance of the 250th anniversary of the founding of the nation that recognizes all Marylanders' struggle for life, liberty, and the pursuit of happiness before, during, and after the American Revolution.

This anniversary invites us to reflect on the ongoing evolution of American democracy, Maryland's integral role in that process, and the impact of Marylanders on the nation's past, present, and future. Stories of revolution exist in all periods of time and in all places and sectors of our State, demonstrating Marylanders' boundless capacity for innovation, growth and development. By celebrating our successes and reckoning with our setbacks, we will deepen public understanding of our complex history, strengthen public appreciation for service to our country, and inspire public engagement in civic life.

Inclusive conversations about our shared past allow us to discuss who we are today and who we want to be in the future so that we may invigorate and sustain the United States of America for the benefit of future generations, ensuring that no one is left behind.

Programs and initiatives recognized by the MD TwoFifty Commission will:

- Acknowledge that the confiscation of Indigenous land and displacement of Indigenous people is central to the United States' origin story and recognize the persistence and contributions of these communities today.
- Honor the legacy of both free and enslaved African Americans in the making of Maryland and the nation, whose untold stories of heroism and perseverance are critical to the understanding of our shared past and present.
- Support the identification and enhancement of cultural assets that tell the story of who we are as Marylanders and promote place-based visitor experiences for residents and visitors alike.
- Engage youth, new Americans, and lifelong learners in programs designed to encourage the search for meaning behind America and deepen engagement in civic life.
- Celebrate service to country and community, and create opportunities that promote social responsibility, compassion and understanding that will unite and strengthen Maryland's diverse communities for the benefit of all.
- Occur within the anniversary period of 2024-2027.
- Encourage collaborations with public and private partners.
- Seek funding from multiple sources: federal, state, local, corporate, and private.
- Utilize historical evidence and current data to shape interpretation and storytelling.
- Align with current research and scholarship.
- Prioritize interdisciplinary work that integrate the arts, humanities, and sciences.
- Connect to current events and social issues, bridging past to present.
- Represent Maryland's regional and geographic reach, focusing on place-based stories, historical sites, and environmental context.

The MD TwoFifty Commission will:

- Provide resources and opportunities for groups to learn more about doing history program in a thoughtful and inclusive way.
- Market and promote statewide programming that align with the guidelines and guidance.

Point of Contact (First and Last Name):

Title of Point of Contact:

Name of Organization:

Organization Address

Point of contact email address:

Point of contact website:

Point of contact phone number:

Name of program, project or event:

Is this a (Check one):


Program

Project

Event

Please provide a description of the program, project or event. You are welcome to attach additional documents for review.

If submitting additional documents, please attach here:



Browse Files

Drag and drop files here

MD TwoFifty Commission themes represented (Check all that apply):

- History
- Civics
- Service

Please explain how the selected themes will be represented in your program, project or event:

Please select which focus area(s) are represented in your program, project or event:

- Acknowledge that the confiscation of Indigenous land and displacement of Indigenous people is central to the United States' origin story and recognize the persistence and contributions of these communities today.
- Honor the legacy of both free and enslaved African Americans in the making of Maryland and the nation, whose untold stories of heroism and perseverance are critical to the understanding of our shared past and present.
- Support the identification and enhancement of cultural assets that tell the story of who we are as Marylanders and promote place-based visitor experiences for residents and visitors alike.
- Engage youth, new Americans, and lifelong learners in programs designed to encourage the search for meaning behind America and deepen engagement in civic life.
- Celebrate service to country and community, and create opportunities that promote social responsibility, compassion and understanding that will unite and strengthen Maryland's diverse communities for the benefit of all.

Official Recognition will only be awarded to programs, projects and events that are fully planned and ready to activate. Is your program, project or event planned and ready to activate?

- Yes

Who is your target audience?

In what ways will your program, project, or event impact your community, region, or the state?

Please describe your program, project or, event timeline in detail?

For information on funding sources for the 250th, check out <https://mdtwofifty.maryland.gov/grants-applications/> .

Submit

Guidelines and Guidance for Maryland 250 Programming

The 250th anniversary of the founding of the United States of America will occur on July 4, 2026. It is in the interest of the State to develop, encourage, and execute an inclusive observance of the 250th anniversary of the founding of the nation that recognizes all Marylanders' struggle for life, liberty, and the pursuit of happiness before, during, and after the American Revolution.

This anniversary invites us to reflect on the ongoing evolution of American democracy, Maryland's integral role in that process, and the impact of Marylanders on the nation's past, present, and future. Stories of revolution exist in all periods of time and in all places and sectors of our State, demonstrating Marylanders' boundless capacity for innovation, growth and development. By celebrating our successes and reckoning with our setbacks, we will deepen public understanding of our complex history, strengthen public appreciation for service to our country, and inspire public engagement in civic life.

Inclusive conversations about our shared past allow us to discuss who we are today and who we want to be in the future so that we may invigorate and sustain the United States of America for the benefit of future generations, ensuring that no one is left behind.

Programs and initiatives supported by the MD 250 Commission will:

- Acknowledge that the confiscation of Indigenous land and displacement of Indigenous people is central to the United States' origin story and recognize the persistence and contributions of these communities today.
- Honor the legacy of both free and enslaved African Americans in the making of Maryland and the nation, whose untold stories of heroism and perseverance are critical to the understanding of our shared past and present.
- Support the identification and enhancement of cultural assets that tell the story of who we are as Marylanders and promote place-based visitor experiences for residents and visitors alike.
- Engage youth, new Americans, and lifelong learners in programs designed to encourage the search for meaning behind America and deepen engagement in civic life.
- Celebrate service to country and community, and create opportunities that promote social responsibility, compassion and understanding that will unite and strengthen Maryland's diverse communities for the benefit of all.
- Occur within the anniversary period of 2024-2027.
- Encourage collaborations with public and private partners.
- Seek funding from multiple sources: federal, state, local, corporate, and private.
- Utilize historical evidence and current data to shape interpretation and storytelling.
- Align with current research and scholarship.
- Prioritize interdisciplinary work that integrate the arts, humanities, and sciences.
- Connect to current events and social issues, bridging past to present.
- Represent Maryland's regional and geographic reach, focusing on place-based stories, historical sites, and environmental context.

The MD 250 Commission will:

- Provide resources and opportunities for groups to learn more about doing history program in a thoughtful and inclusive way.
- Market and promote statewide programming that align with the guidelines and guidance.

11-8 - Purpose, powers, and duties.

- A. The Historic Preservation Commission is created for the purpose of identifying and protecting historic buildings, structures, and archaeological sites and other features in the town that have historic significance and shall have the following powers and duties:
- (1) To direct studies, reports, and surveys to identify historical, archeological, or architecturally significant sites, structures, and districts that exemplify the cultural, social, economic, political, or architectural history of the Town of La Plata, state, or nation and forward any such recommendation to the Mayor and Council for historic designation;
 - (2) Consistent with the Town of La Plata's Charter, ordinances, resolutions, local public law, policies, and procedures regarding the acceptance and use of gifts by public officials, to accept and use gifts for the exercise of its functions;
 - (3) To prescribe appropriate rules and regulations for transaction of its business;
 - (4) From time to time transmit to the Mayor and Council proposals for the amendment, supplement, change, modification, or repeal of the rehabilitation and new construction design guidelines and criteria for construction, alteration, reconstruction, moving and demolition of designated landmarks, sites, structures, and districts which are consistent with the secretary of the interior's standards for rehabilitation;
 - (5) Consistent with the Town of La Plata's charter, ordinances, resolutions, local public law, policies, and procedures governing the acquisition of easements, to accept or otherwise acquire historic preservation easements on designated landmarks, structures, or sites located within the Town of La Plata;
 - (6) To preserve the historical heritage and culture of the Town of La Plata, with proper allowance for necessary change or progress, to cooperate with historical societies, community groups, and other interested organizations in these efforts and to accept, with the approval of the Town Council, gifts to promote these objectives;
 - (7) To use available photographs, old newspapers, historical documents and first-hand accounts to create a permanent record of the town's history;
 - (8) To consult with the Mayor and Council when historic structures may be threatened by pending development or changes in the town;
 - (9) To assist in the plans for development and use of the railroad station, old fire house and other buildings that may become historically significant to the town;
 - (10) To propose a long-range plan for historic preservation in the Town of La Plata including a historic district;
 - (11) To explore ways to make the citizens of the town more aware of its history;
 - (12)

To receive gifts, real or personal, from private persons or governmental agencies to promote the purposes of the Historic Preservation Commission and to recommend to the Mayor and Council the purchase and/or sale of assets that would further the duties and responsibilities of the Commission or the implementation of the purpose of this chapter; and

- (13) To undertake any other action or activity necessary or appropriate to the implementation of its powers and duties or the implementation of the purpose of this chapter.

(Ord. No. 17-13, § 1, 11-28-2017)



TOWN OF LA PLATA

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

HISTORIC PRESERVATION COMMISSION STAFF REPORT

DATE: July 18, 2025

TO: Honorable Chair and Members of the Historic Preservation Commission

FROM: Don Dooley, Director of Planning

SUBJECT Draft Historic Preservation Commission Work Plan for 2025-2030:

REQUEST: To initiate a draft, five-year work plan for the La Plata Historic Preservation Commission for consideration of the Town Council.

BACKGROUND

Chapter 11 (Historic Preservation Commission) of the La Plata Code of Ordinances established the La Plata Historic Preservation Commission pursuant to the Land-Use Article of the Annotated Code of Maryland (as amended). The Commission's specified powers and duties, as outlined in Section 11-8, state:

"11-8 - Purpose, powers, and duties.

A. The Historic Preservation Commission is created for the purpose of identifying and protecting historic buildings, structures, and archaeological sites and other features in the town that have historic significance and shall have the following powers and duties:"
[emphasis added]

(1) To direct studies, reports, and surveys to identify historical, archeological, or architecturally significant sites, structures, and districts that exemplify the cultural, social, economic, political, or architectural history of the Town of La Plata, state, or nation and forward any such recommendation to the Mayor and Council for historic designation;

(2) Consistent with the Town of La Plata's Charter, ordinances, resolutions, local public law, policies, and procedures regarding the acceptance and use of gifts by public officials, to accept and use gifts for the exercise of its functions;

(3) To prescribe appropriate rules and regulations for transaction of its business;

(4) From time to time transmit to the Mayor and Council proposals for the amendment,

Historic Preservation Commission
Draft Workplan for 2025-2030
July 18, 2025

supplement, change, modification, or repeal of the rehabilitation and new construction design guidelines and criteria for construction, alteration, reconstruction, moving and demolition of designated landmarks, sites, structures, and districts which are consistent with the secretary of the interior's standards for rehabilitation;

(5) Consistent with the Town of La Plata's charter, ordinances, resolutions, local public law, policies, and procedures governing the acquisition of easements, to accept or otherwise acquire historic preservation easements on designated landmarks, structures, or sites located within the Town of La Plata;

(6) To preserve the historical heritage and culture of the Town of La Plata, with proper allowance for necessary change or progress, to cooperate with historical societies, community groups, and other interested organizations in these efforts and to accept, with the approval of the Town Council, gifts to promote these objectives.

(7) To use available photographs, old newspapers, historical documents and first-hand accounts to create a permanent record of the town's history;

(8) To consult with the Mayor and Council when historic structures may be threatened by pending development or changes in the town;

(9) To assist in the plans for development and use of the railroad station, old fire house and other buildings that may become historically significant to the town;

(10) To propose a long-range plan for historic preservation in the Town of La Plata including a historic district;

(11) To explore ways to make the citizens of the town more aware of its history;

(12) To receive gifts, real or personal, from private persons or governmental agencies to promote the purposes of the Historic Preservation Commission and to recommend to the Mayor and Council the purchase and/or sale of assets that would further the duties and responsibilities of the Commission or the implementation of the purpose of this chapter; and

(13) To undertake any other action or activity necessary or appropriate to the implementation of its powers and duties or the implementation of the purpose of this chapter.”

As described above, the Commission is vested with a wide range of responsibilities associated with preserving and promoting the history and culture of the La Plata Community.

DISCUSSION

Under Section 11-8(A)(10) of the La Plata Code of Ordinances, the Historic Preservation Commission is charged with the responsibility *“To propose a long-range plan for historic preservation in the Town of La Plata including a historic district.”* To achieve this goal, staff proposes a “Historic Preservation Commission Work Plan” to provide the Commission with greater focus, direction, and specific goals for advancing historic preservation activities in Town. At present, the Commission does not have a designated workplan that has been sanctioned by the Commission and authorized by the Town Council. Having an adopted workplan will also help staff develop a budget for executing the Commission’s workplan activities each fiscal year.

To initiate discussion on developing a five-year work plan (2025-2030) for the Historic Preservation Commission, staff suggested 16 different historic preservation projects or activities for the Commission’s consideration (see Attachment No. 1). All projects align with one or more of the powers and duties of the Historic Preservation Commission, under Section 11-8(A)(10) of the La Plata Code of Ordinances (see above). The suggested projects are grouped by fiscal year based on the appropriate timing of each activity, their anticipated complexity, budget considerations and the time necessary to complete. The Commission may support, modify, defer or decline any of these projects or activities. It may also use the suggested workplan activities to identify alternative projects provided they are consistent with Section 11-8 - *Purpose, powers, and duties (above)*. However, given limited staff resources and the frequency of Commission meetings (every two months), it is recommended that no more than two or three projects be pursued each year. Once the Commission has identified a draft list of preservation projects or activities for its workplan, staff will forward the proposed workplan to the Town Council for their review and consideration. Once the workplan is established it can be periodically reviewed by the Commission for adjustment to meet any changing needs, priorities, or budget considerations.

RECOMMENDATION

Staff recommends that the Historic Preservation Commission consider the draft work plan concepts in Attachment No. 1 and identify those projects or activities it would like to recommend to the Town Council for their consideration and approval during the next five fiscal years. The Commission may also wish add other work plan ideas for the Council’s consideration.

ATTACHMENTS

- 1) Draft Work Plan Topics

Kelly Phipps

From: Richgilpin <richgilpin@yahoo.com>
Sent: Friday, August 1, 2025 2:29 PM
To: Paul Guttenberg; Don Dooley
Cc: Mary Beth Chandler; Steuart Bowling; Jane Hobbs; P Mudd Verizon; Ron Rosenthal; Tony Puzzilla; Kelly Phipps; Bob Curran; Kathleen Quimby
Subject: HPC Strategic Plan
Attachments: ATTACHMENT ! - DRAFT HPC WORKPLAN PROJECTS FOR 2025-2030 - 7.01.25.pdf

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.

Councilman Gutenberg/ Mr Dooley

In preparation for our working session this Friday to work on the HPC strategic plan attached below for reference I collected inputs from the HPC members (voting and non voting) to get a sense on everyone's thinking on the proposed plan. I will start off by saying that the draft plan Don put together reflects a lot of thought by Don and was thought provoking for all of us. Our strategy, based on my early discussions with the Mayor, over the last few years has been to bring LaPlata's history to life and use our history as a means to bring out the public to not only learn about our town but to enhance the small town feel and vibrancy of the town. Our ongoing activities to operate the Train Museum, our plaque program and observances work towards those ends. Steuart Bowling pointed out that the draft plan suggests another area of focus that "...the ultimate destination seems to be achieving CLG status and guiding the HPC towards becoming a regulating body of sorts...." This may be a good place to start our discussion as we consider what the focus on our specific plan should be. Clearly this change in focus would require input from the Mayor and Council before going further down this path. I have asked all of the members to recommend what they saw as the first five items we should work on first. There is clear consensus as follows:

1. Item 1 continue the Plaque program which includes element 5 (Oral History) and element 15 (web site).
2. Item 4 Establishing a town museum in the former firehouse. We have a strategy to do this in two steps, the first to reopen the existing fire museum as soon as feasible followed by a more comprehensive building renovation that will allow us to open a broader museum on the second floor and an activity space in the singles floor portion of the building.
3. Item 7 conduct a comprehensive resource survey to identify which buildings and sites are historically significant. Elements of item 6 related to the legacy business program would fit here as well.
4. Item 2 Md 250 program. The members are certainly supportive of this effort but need clarity on what is desired. If there are grants applicable to our first three priorities then by all means we should pursue them. We can also support the special event coordinator in her ideas though we are resource constrained as well.
5. Item 10 Update the towns Comprehensive plan to include all our historic preservation objectives.

We should discuss the items not addressed above to be pushed later or, in some cases, dropped from the plan.

Thank you,

I am looking forward to our discussion Friday Aug 8.

Richard Gilpin
Chairman Laplata Historic Preservation Commission.

Sent from my iPad



TOWN OF LA PLATA

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

HISTORIC PRESERVATION COMMISSION STAFF REPORT

DATE: September 19, 2025

TO: Honorable Chair and Members of the Historic Preservation Commission

FROM: Don Dooley, Director of Planning

SUBJECT Draft Historic Preservation Commission Work Plan for 2025-2030:

REQUEST: To recommend to the Town Council the Adoption of a Five-Year Work Plan (2025-2030) for the Historic Preservation Commission.

BACKGROUND

At the Historic Preservation Commission (HPC) Meeting of July 19, 2025, staff presented a draft, five-year, work plan (2025-2030) for the Commission's review and approval to recommend to the Town Council for adoption. The purpose of the HPC Workplan is to provide direction, focus, and accountability on the projects to be accomplished by the Commission as no formal workplan exists. It will also provide a basis for Town Council budgeting on the actual needs of the HPC each fiscal year.

During July 19, 2025, HPC Meeting, staff presented the draft work plan and answered Commission questions concerning many of the proposed work plan items. However, as the Commission wanted more time to review and discuss the proposed draft, workplan, the Commission continued the item to a noticed work session. That meeting was held on August 8, 2025.

At the August 8, 2025, meeting, the Commission expressed support for the draft 2025-2030 HPC Work Plan. However, the Commission believes the following, five-year, work plan items need to be addressed first. In some cases, multiple work plan items are proposed for consolidation into a single item based on Chair Gilpin's e-mail to staff dated August 1, 2025, (see Attachment No. 3):

- "1. [Work Plan] Item 1 - continue the Plaque program which includes element 5 (Oral History) and element 15 (web site).*
- 2. [Work Plan] Item 4 - Establishing a town museum in the former firehouse. We have a*

**Historic Preservation Commission
Draft HPC Workplan for 2025-2030
September 19, 2025**

strategy to do this in two steps, the first to reopen the existing fire museum as soon as feasible followed by a more comprehensive building renovation that will allow us to open a broader museum on the second floor and an activity space in the singles floor portion of the building.

3. *[Work Plan] Item 7 - conduct a comprehensive resource survey to identify which buildings and sites are historically significant. Elements of item 6 related to the legacy business program would fit here as well.*
4. *[Work Plan] Item 2 - Md 250 program. The members are certainly supportive of this effort but need clarity on what is desired. If there are grants applicable to our first three priorities, then by all means we should pursue them. We can also support the special event coordinator in her ideas though we are resource constrained as well.*
5. *[Work Plan] Item 10 - Update the towns Comprehensive plan to include all our historic preservation objectives.”*

The Commission subsequently continued this matter to its regularly scheduled HPC Meeting of September 19, 2025. The purpose of the continuation was to enable Council Liaison Guttenburg to be present at the September 19, 2025, meeting so that he may express his opinions on the draft work plan before the Commission formally votes on the matter.

DISCUSSION

If the Commission votes to recommend Town Council approval of the draft 2025-2030 HPC Work Plan, subject to the proposed modifications discussed above (under Background), it will be scheduled for an upcoming Town Council Meeting. At that meeting, the Town Council will be asked to accept the HPC’s recommendations, subject to any Council changes.

As previously expressed by staff, the proposed HPC changes to the July 18, 2025, draft workplan does not fully consider critical factors for the successful and timely implementation of the overall workplan in staff’s opinion and experience. These considerations include alignment of the proposed workplan items with each other, staff workload, budgetary allocations, specific project timelines; and the anticipated work effort/needs to successfully implement more complex workplan items.

While staff makes its professional recommendations to the Commission, it is the HPC’s prevue to make its recommendations to the Town Council for its review and approval of the draft 2025-2030 HPC Work Plan.

RECOMMENDATION

Staff recommends the Historic Preservation Commission adopt the attached Resolution (in Attachment No. 1) recommending to the Town Council approval of the Draft 2025-2030 HPC Work Plan (dated July 18, 2025), with the Work Plan amendments contained in Attachment No. 3.

ATTACHMENTS

- 1) Draft Historic Preservation Commission Resolution 2025-01
- 2) Draft Work Plan Projects and Activities with Attachment 1-A (MD TWO FIFTY Application and Guidelines), dated July 18, 2025.
- 3) HPC Chair Gilpn's E-Mail to Director Dooley dated August 1, 2025
- 4) HPC Staff Report Dated July 18, 2025



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

HISTORIC PRESERVATION COMMISSION STAFF REPORT

DATE: November 21, 2025

TO: Honorable Chair and Members of the Historic Preservation Commission

FROM: Don Dooley, Director of Planning

SUBJECT Draft Historic Preservation Commission Work Plan for 2025-2030:

REQUEST: To recommend to the Town Council the Adoption of a Five-Year Work Plan (2025-2030) for the Historic Preservation Commission.

BACKGROUND

At the Historic Preservation Commission (HPC) Meeting of July 19, 2025, staff presented a draft, five-year, work plan (2025-2030) for the Commission's review and approval to recommend to the Town Council for adoption. The purpose of the HPC Workplan is to provide direction, focus, and accountability on the projects to be accomplished by the Commission as no formal workplan exists. It will also provide a basis for Town Council budgeting on the actual needs of the HPC each fiscal year.

During July 19, 2025, HPC Meeting, staff presented the draft work plan and answered Commission questions concerning many of the proposed work plan items. However, as the Commission wanted more time to review and discuss the proposed draft, workplan, the Commission continued the item to a noticed work session. That meeting was held on August 8, 2025.

At the August 8, 2025, meeting, the Commission expressed support for the draft 2025-2030 HPC Work Plan. However, the Commission believes the following, five-year, work plan items need to be addressed first. In some cases, multiple work plan items are proposed for consolidation into a single item based on Chair Gilpin's e-mail to staff dated August 1, 2025, (see Attachment No. 3):

- "1. [Work Plan] Item 1 - continue the Plaque program which includes element 5 (Oral History) and element 15 (web site).*
- 2. [Work Plan] Item 4 - Establishing a town museum in the former firehouse. We have a*

**Historic Preservation Commission
Draft HPC Workplan for 2025-2030
September 19, 2025**

strategy to do this in two steps, the first to reopen the existing fire museum as soon as feasible followed by a more comprehensive building renovation that will allow us to open a broader museum on the second floor and an activity space in the singles floor portion of the building.

3. *[Work Plan] Item 7 - conduct a comprehensive resource survey to identify which buildings and sites are historically significant. Elements of item 6 related to the legacy business program would fit here as well.*
4. *[Work Plan] Item 2 - Md 250 program. The members are certainly supportive of this effort but need clarity on what is desired. If there are grants applicable to our first three priorities, then by all means we should pursue them. We can also support the special event coordinator in her ideas though we are resource constrained as well.*
5. *[Work Plan] Item 10 - Update the towns Comprehensive plan to include all our historic preservation objectives.”*

The Commission subsequently continued this matter to its regularly scheduled HPC Meeting of September 19, 2025. The purpose of the continuation was to enable Council Liaison Guttenberg to be present at the September 19, 2025, meeting so that he may express his opinions on the draft work plan before the Commission formally votes on the matter. However, as Council Liaison Guttenberg was absent at the September 19, 2025, meeting, the project was subsequently continued to the meeting of November 21, 2025. However, in an email to staff and Chair Gilpin, dated September 21, 2025, Council Liaison Guttenberg stated,

“I have reviewed the staff report and the draft work plan, and I am writing to express my full support of the staff plan as presented. Having read the staff reports and watched the recordings of the recent meetings I believe the staff's plan is a practical and achievable approach that aligns with the town's goals and management practices.”

DISCUSSION

If the Commission votes to recommend Town Council approval of the draft 2025-2030 HPC Work Plan, subject to the proposed modifications discussed above (under Background), it will be scheduled for an upcoming Town Council Meeting. At that meeting, the Town Council will be asked to accept the HPC's recommendations, subject to any Council changes.

As previously expressed by staff, the proposed HPC changes to the July 18, 2025, draft workplan does not fully consider critical factors for the successful and timely implementation of the overall workplan in staff's opinion and experience. These considerations include alignment of the proposed workplan items with each other, staff

workload, budgetary allocations, specific project timelines; and the anticipated work effort/needs to successfully implement more complex workplan items.

While staff makes its professional recommendations to the Commission, it is the HPC's prevue to make its recommendations to the Town Council for its review and approval of the Draft 2025-2030 HPC Work Plan. Nevertheless, staff has included an alternative HPC Resolution recommending approval of the Draft 2025-2030 HPC Work Plan, as presented by staff, without any changes to the document (see Attachment No. 3 of this report).

RECOMMENDATION

Staff recommends the Historic Preservation Commission adopt the attached, alternative, draft Resolution (in Attachment No. 2) recommending to the Town Council approval of the proposed 2025-2030 HPC Work Plan dated July 18, 2025.

However, if the Commission desires to recommend approval of the modifications to the Draft 2025-2030 HPC Work Plan (dated July 18, 2025), it should adopt the Draft Resolution in Attachment No. 1 to the staff report.

ATTACHMENTS

- 1) Draft Historic Preservation Commission Resolution 2025-01
- 2) Alternative Draft Historic Preservation Commission Resolution 2025-01
- 3) Draft Work Plan Projects and Activities with Attachment 1-A (MD TWO FIFTY Application and Guidelines), dated July 18, 2025.
- 4) HPC Chair Gilpn's E-Mail to Director Dooley dated August 1, 2025
- 5) HPC Staff Report Dated July 18, 2025

COUNCIL OF THE TOWN OF LA PLATA
Charter Amendment Resolution 26-07

Introduced By: Mayor Jeannine E. James, by request

Date Introduced: February 24, 2026

Public Hearing: [Scheduled for February 24, 2026]

Date Adopted: [May be adopted February 24, 2026]

Date Effective: [50th day after adoption]

1 **A CHARTER AMENDMENT RESOLUTION** concerning

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3 **Charter Amendment – Appointment and Compensation of Certain Town Officials**

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6 FOR the purpose of amending the Charter of the Town of La Plata to define compensation
7 paid to the Mayor and Town Council; to define conditions of the appointment of the
8 Town Manager and the Town Attorney; and all matters generally relating to the
9 appointment and compensation of said officials.

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13 **BY** repealing and reenacting, with amendments
14 Article III – Council
15 Section C3-3, Salary of Councilmen
16 Charter of the Town of La Plata
17 (As published in the Code of the Town of La Plata)

18
19 **BY** repealing and reenacting, with amendments
20 Article IV – Mayor
21 Section C4-2, Salary of Mayor
22 Charter of the Town of La Plata
23 (As published in the Code of the Town of La Plata)

24
25 **BY** repealing and reenacting, with amendments
26 Article V – Town Manager
27 Section C5-1, Appointment of Town Manager
28 Charter of the Town of La Plata
29 (As published in the Code of the Town of La Plata)

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31 **BY** repealing and reenacting, with amendments
32 Article IX – Personnel
33 Section C9-2, Town Attorney

34 Charter of the Town of La Plata
35 (As published in the Code of the Town of La Plata)

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38 **SECTION 1. BE IT RESOLVED BY THE COUNCIL OF THE TOWN OF LA PLATA** that
39 Section C3-3 of Article III, Council, of the Charter of the Town of La Plata be and it is
40 hereby repealed and reenacted, with amendments, to read as follows:

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Article III - Council

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44 **§ C3-3. - ((Salary))COMPENSATION of Councilmen.**

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46 Each Councilman shall receive annual ((salary))COMPENSATION, which shall be equal for
47 all Councilmen and shall be as specified from time to time by an ordinance passed by the
48 Council in the regular course of its business; provided, however, that ((salary))
49 COMPENSATION specified at the time any Council takes office shall not be changed during
50 the period for which the Council was elected. The ordinance making any change in
51 ((salary))COMPENSATION paid to the several Councilmen, either by way of increase or
52 decrease, shall be finally ordained prior to the municipal election for the members of the
53 next succeeding Council and shall take effect only as to the members of the next
54 succeeding Council.

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56 **SECTION 2. AND BE IT FURTHER RESOLVED BY THE COUNCIL OF THE TOWN OF**
57 **LA PLATA** that Section C4-2 of Article VI, Mayor, of the Charter of the Town of La Plata be and
58 it is hereby repealed and reenacted, with amendments, to read as follows:

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Article IV - Mayor

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62 **§ C4-2. - ((Salary))COMPENSATION of Mayor.**

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64 The Mayor shall receive annual ((salary))COMPENSATION as set from time to time by an
65 ordinance passed by the Council in the regular course of business; provided, however, that
66 no change shall be made in ((salary))COMPENSATION for any Mayor during the term for
67 which he was elected. The ordinance making any change in ((salary))COMPENSATION paid
68 to the Mayor, either by way of increase or decrease, shall be finally ordained prior to the
69 municipal election to elect the next succeeding Mayor and shall take effect only as to the
70 next succeeding Mayor.

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72 **SECTION 3. AND BE IT FURTHER RESOLVED BY THE COUNCIL OF THE TOWN OF**
73 **LA PLATA** that Section C5-1 of Article V, Town Manager, of the Charter of the Town of La Plata
74 be and it is hereby repealed and reenacted, with amendments, to read as follows:

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Article V – Town Manager

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§ C5-1. - Appointment of Town Manager.

The Council ((may))SHALL appoint an officer of the Town who shall have the Title of "Town Manager" and shall have the powers and perform the duties provided in this Charter. ((The Council may appoint a Town Manager to serve at the pleasure of the Council or for a fixed term of employment not to exceed five (5) years. The Council may extend a Town Manager’s fixed term of employment for additional terms not to exceed five (5) years each. The Council may enter into a written agreement with the Town Manager regarding compensation and other terms and conditions of the Town Manager’s employment not inconsistent with law.)) THE TOWN MANAGER SHALL SERVE AT THE PLEASURE OF THE COUNCIL. Neither the Mayor nor any member of the Council shall receive such appointment during the term for which he shall have been elected nor within one (1) year after the expiration of his term.

SECTION 4. AND BE IT FURTHER RESOLVED BY THE COUNCIL OF THE TOWN OF LA PLATA that Section C9-2 of Article XI, Town Attorney, of the Charter of the Town of La Plata be and it is hereby repealed and reenacted, with amendments, to read as follows:

Article XI – Personnel

§ C9-2. - Town Attorney.

The ((Mayor))COUNCIL may appoint a Town Attorney WHO SHALL SERVE AT THE PLEASURE OF THE COUNCIL. The Town Attorney shall be a member of the bar of the Maryland ((Court of Appeals))SUPREME COURT. The Town Attorney shall be the legal adviser of the Town and shall perform such duties in this connection as may be required by the Council. His compensation shall be determined by the Council. The Town shall have the power to employ such legal consultants as it deems necessary from time to time.

108 **ADOPTED AND APPROVED** by the Council of the Town of La Plata this _____ day
109 of _____, 2026.

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112 **SEAL:**

COUNCIL OF THE TOWN OF LA PLATA

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Jeannine E. James, Mayor

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Paul C. Guttenberg, Councilman

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Patrick McCormick, Councilman

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127 **ATTEST:**

Gregory Sampson, Jr., Councilman

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Shelby Pritchett

Tyjon C. Johnson, Councilman

132 Town Clerk

133 Date: _____
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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.

Town of La Plata

Mayor
Jeannine E. James

Council
Paul C. Guttenberg
Patrick McCormick
Gregory Sampson, Jr.
Tyjon C. Johnson



Town Manager
Chuck Stevens

Assistant Town Manager
Michelle D. Miner

Tentative Agenda Item Forecast

The following is a list of items tentatively scheduled for Town Council consideration/discussion within the next several weeks (list is not all-inclusive). The scheduled items are tentative and should be verified prior to the meeting. All meetings begin at 6:00 p.m. unless otherwise noted below. The final agenda will be posted on the Town's website <https://www.townoflaplata.org/> on the Friday before a scheduled meeting. The public may sign up to speak at Town Council meetings during scheduled public hearings or during the Public Comment portion of any Town Council Meeting.

March 10, 2026 – Town Council Meeting: Town Manager presents the draft proposed FY 2027 budget to Town Council.

March 17, 2026 – Budget work session (no public comment). Town Council will review the draft proposed FY 2027 budget with Town staff. The work session will commence at 8:00 am and will continue throughout the day until completion, anticipated to conclude at 5:15 pm.

March 24, 2026 – Town Council Meeting: Town Council may continue budget conversations as needed.

April 28, 2026 – Town Council Meeting: The following items may be included on the agenda:

- Public Hearing and Public Comment on FY 2027 Fee Schedule.
- Public Hearing and Public Comment on FY 2027 Financial Plan Budget
- Public Hearing and Public Comment on Tax Rate. (If Applicable)
- Introduction of Ordinance adopting the FY 2027 Fee Schedule.
- Introduction of Ordinance adopting the FY 2027 Financial Plan Budget.
- Introduction of Ordinance for FY 2027 Tax Rates.

May 12, 2026 – Town Council Meeting: Adoption of Ordinances for FY 2027 Tax Rates, Fee Schedule, and Financial Plan Budget.