

**TOWN CLERK/FRONT OFFICE REPORT
APRIL 2019**



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Meetings/events

Ms. McAuley attended weekly management team meetings where department information was shared and discussed. Draft Council Meeting agendas were formulated for the Mayor's approval.

Ms. McAuley attended a Maryland Department of Housing and Community Development training meeting on grant opportunities. There is a new program for areas inside the beltway to receive grant funding aimed at workforce development. Community Legacy is also part of the MDHCD grant program. The Port Towns has a history of success in applying for and receiving through program.

In anticipation of upgrading the Town's voting procedures, Ms. McAuley participated in a conference call with the voting machine vendors used by Prince George's County and a multitude of Maryland municipalities.

Ms. McAuley attended a meeting with the Bostwick partners to assess the progress of the porch and buttress restoration projects.

Ms. McAuley met with Kirstin Faulk, AHTA (spell this out, not everyone knows and Peter Segal, a local developer who strives for community involvement, to talk about opportunities and long range plans for Bostwick.

Ms. McAuley met with Alison Miller, Town grant contractor, to review MEA and Community Legacy grant applications and finalize and approve payments for requested projects..

Ms. McAuley attended two FY 20 Budget Worksessions.

Ms. Griffin met with Mayor James and Renee Green concerning the Memorial Day Ceremony.

Ms. Griffin met with Ms. McDowell to relay information to be incorporated into the Memorial Day flyer design.

Ms. Griffin coordinated with teachers from Bladensburg and Rogers Heights Elementary Schools about participating in the “If I were Mayor” Contest”.

Ms. Griffin met with Ms. Sandlin to go over logistics for the two Sustainable Meetings held in Town Hall.

Ms. Griffin participated in a conference call with Mayor James and Renee Green concerning the Elementary School Essay writing contest “What the American Flag Means to Me”.

Ms. Griffin met with Ms. Sandlin about coordinating the Growing Green with Pride event logistics.

Bigbelly Refuse/Recycling Stations

Ms. McAuley joined Alison Miller and Mandy Lippman, vendor, in overseeing the installation of four units, one for each of the Port Towns. Bladensburg’s newest Bigbelly is located at the intersection of Quincy Street and 48th Avenue, near the rear entrance to Bladensburg Elementary School. Purnell Hall joined the group at the location during the installation of the Big Belly Trash Receptacle.

A training webinar on the operation of the units is being offered to all persons responsible for their upkeep (emptying trash and recycling).

Earth Day Cleanup

Ms. Griffin’s support of Council Member Lundy’s cleanup project included:

- Securing Earth Day T-shirts for staff and volunteers;
- Shopping for refreshments;
- Contacting Colmar Manor for safety vests; and
- Meeting with AWS who supplied all of the several different trash bags and recycling bags.

Constant Yield Hearing

Ms. McAuley arranged for the advertising for the Constant Yield- public hearing, mandated by the State. If the advertisement's wording, sizing or timing is inaccurate, the hearing is null and void and the Town risks losing the increase in revenues in keeping its current real property tax rate.

Bostwick

Work continued on restoration of the front porch and porch roof. A local contractor is completing the work. Historicorp had a scheduled deadline and was not able to finish the project due to issues including the way the roofline was attached to the front of the house.

Financial Disclosure Forms 2018

State Law mandates Elected Officials and candidates file this annual report by April 30 following the reporting year. The Town's amended Ethics Law was adopted this winter to reflect some changes in the reporting. Mayor James and Council Members Dorsey, Lundy and Mendoza filed their reports by the deadline. The sealed reports are kept by the Town Clerk.

Street Improvements

We are finalizing an agreement with Mark Clar to serve as our interim Town Engineer. Mr. Clar has agreed to assist us with the 58th Avenue Phase I project and the Community Development Block Grant PY 44 Spring Road Improvements.

Maryland Municipal League Convention

Ms. McAuley handled hotel reservations and conference registrations for Town officials attending this annual conference in Ocean City in June.

This event is provides attendees with educational seminars, networking opportunities, complemented by a large hall with vendors from government agencies, municipal support contractors and equipment displays.

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4213 58 ²⁰¹⁸

4353 58 2018

5401 tilden 2018

Quincy 2019

4900 57th BUS STOP COMMUNITY 2017

5700 emerson AUTUMN WOODS 2017

Shepherd & 54 2017

4229 edmonston 2016 TOWN PARK

4850 annapolis road 2016 CHECKERS

4200 57th high school 2016