



The Town of
Brentwood

**MEETING OF THE MAYOR & TOWN COUNCIL WORK SESSION
OF BRENTWOOD MARYLAND**

Tuesday, March 3, 2026 | 7:00 PM

The meeting is being held virtually and can be viewed via YouTube.
For public comment during the meeting, email info@brentwoodmd.gov

AGENDA

I. Call to Order

II. Pledge of Allegiance

III. Roll Call

A. Councilmember Glenn Harris Jr.	☐ Present	☐ Absent
B. Councilmember Juan Arango Millan	☐ Present	☐ Absent
C. Councilmember Julia Elrod	☐ Present	☐ Absent
D. Vice Mayor Jerry Burgess	☐ Present	☐ Absent
E. Mayor Rocio Treminio-Lopez	☐ Present	☐ Absent

IV. Approval of the Agenda

V. Proclamation

VI. Upcoming Events

1. Easter Event—Friday, April 3, 2026, 4 PM-7 PM
2. Earth Day/Arbor Day Celebration—Saturday, April 18, 2026, 11 AM-1 PM

VII. Public Comments (2 Minute Limit)

VIII. Legislation

- A. Fiscal Year 2027 (FY27) Town Budget

IX. Old Business

X. New Business

- A. Memorandum of Understanding (MOU)—Joe`s Emporium/Greenworks Tree Nursery at Public Works Yard
- B. Memorandum of Understanding (MOU) — Nature Forward assistance and redesign of Pocket Park
- C. Youth Suffrage Ordinance (Discussion)
- D. Backyard Composters for Residents
- E. Town Wide Sidewalk Repairs
- F. 39th Street Speed Humps
- G. Brentwood Police Department Vehicle Purchase
- H. Memorandum of Understanding (MOU)—Between Prince George`s Gateway Development Authority and the Town of Brentwood (Added on 3/3/26)

XI. Public Comment (2 Minute Limit)

XII. Adjourn

All meetings are subject to closure pursuant to the Maryland Open Meetings Act: Pursuant to the Annotated Code of Maryland, State Government Article Section 10-508(a), the Council by majority vote may retire to executive or closed session at any time during the meeting. Should the Commission retire to executive or closed session the Chair will announce the reasons and a report will be issued at a future meeting disclosing the reasons for such closed session.

MEMORANDUM OF UNDERSTANDING

BETWEEN
JOE'S MOVEMENT EMPORIUM (WORLD ARTS FOCUS, INC.)
AND
THE TOWN OF BRENTWOOD, MARYLAND

THIS MEMORANDUM OF UNDERSTANDING ("MOU") is made this ____ day of _____, 2026, by and between **World Arts Focus, Inc., dba Joe's Movement Emporium** ("Joe's") and **The Town of Brentwood, Maryland** ("Brentwood").

WHEREAS Joe's Movement Emporium's GreenWorks and **The Town of Brentwood** desires to collaborate with Joe's to support community enrichment, environmental workforce development, and opportunities for youth, adults, and families; and both Parties wish to enter a formal MOU outlining program collaboration, shared responsibilities, and terms under which Joe's will provide programming, services, or support within the Town of Brentwood. In support, the Town of Brentwood will allow Joe's to use an area of the public works facility to store trees, native plants, mulch, tools, and operating supplies. The Town of Brentwood will also allow Joe's to access on-site water to irrigate trees and native plants stored at the public works facility.

NOW, THEREFORE, THIS MOU WITNESSETH THAT:

1. TERM

The term of this MOU shall begin on **May 1, 2026** and end on **June 30, 2028**, unless terminated earlier under the provisions of this Agreement.

2. DEFINITIONS

For purposes of this MOU:

- **"Programs"** refer to Joe's Movement Emporium's GreenWorks workforce development initiative, arts education, community engagement programs, and any jointly developed activities.
- **"Facility"** refers to the Town of Brentwood public works department grounds.
- Additional definitions may be added by mutual agreement.

3. OBLIGATIONS OF THE PARTIES

A detailed “Roles and Responsibilities” document is incorporated as **Attachment I** and made part of this Agreement.

At minimum:

Joe’s Movement Emporium Shall:

- Provide agreed-upon programs such as the GreenWorks tree planting program, arts instruction, events, workshops, or community services.
- Coordinate staffing, supplies, equipment, and program implementation.
- Maintain required licenses, certifications, and compliance with applicable federal and state laws.
- Maintain program documentation and reporting as required.

Town of Brentwood Shall:

- Provide access to the Public Works facility as mutually agreed.
- Provide access to water located on the Public Works facility for plant irrigation.
- Assist with outreach, communications, and community engagement.
- Identify Brentwood priorities for programming and collaborate on scheduling.
- Provide any agreed-upon logistical or administrative support.

4. COMPENSATION

No compensation shall be provided by either party. Each party shall bear its own costs related to fulfilling the obligations of this MOU.

5. DOCUMENTATION & RECORD KEEPING

Joe’s shall maintain documentation relevant to program delivery for at least **three (3) years** after MOU termination or submit documentation to the Town of Brentwood within 30 days of the expiration date.

6. BACKGROUND CHECKS

Any Joe’s employees working directly with minors under this MOU must undergo required criminal background checks consistent with Maryland law and the Town of Brentwood standards.

7. CONFIDENTIALITY

Both Parties shall comply with all applicable federal and state confidentiality laws, including FERPA and HIPAA where applicable, regarding any protected information exchanged under this MOU.

8. DATA DISSEMINATION

For any publicity, advertising, or promotion, both Parties must confer regarding timing, content, and method of communications. Consent shall not be unreasonably withheld.

9. INDEMNIFICATION

Joe's shall indemnify and hold harmless the Town of Brentwood, its employees, and agents against claims arising from Joe's performance under this MOU, except where caused by the Town of Brentwood's negligence.

10. APPLICABLE LAW

This MOU shall be governed by Maryland law. Any legal action shall be filed in a court of competent jurisdiction in Prince George's County, Maryland.

11. INSURANCE

Joe's shall maintain the following insurance and indemnify the Town of Brentwood:

- General Liability Insurance: \$1,000,000 per occurrence
- Automobile Liability Insurance: \$1,000,000 per occurrence
- Professional Liability Insurance (as appropriate)
- Workers' Compensation Insurance (statutory limits)

12. TERMINATION

Either party may terminate this MOU with **90 days' written notice**, or within **10 days** in the case of breach.

13. ENTIRE AGREEMENT / MODIFICATIONS

This MOU constitutes the entire agreement between the Parties. Amendments must be in writing and signed by both Parties.

14. INDEPENDENT CONTRACTORS

The Parties are independent contractors and not agents or partners.

15. SEVERABILITY

If any provision is invalid, the remainder shall remain in effect.

SIGNATURES

For: Joe's Movement Emporium

(Signature)

(Date)

Authorized Joe's Representative:

For: The Town of Brentwood, Maryland

(Signature)

(Date)

Authorized Town Representative:

ATTACHMENT I – ROLES AND RESPONSIBILITIES

Town of Brentwood

- Provide space that supports GreenWorks operations housed in a section of the Public Works Facility. Space will be used for a storage container with tools and materials, trees and plants in pots, work truck/s (up to two) and flat bed, and limited large tools such as a watering tank.
- Provide access to water and electricity when needed.
- Connect GreenWorks staff to city initiatives to shape a program and service calendar.
- Inform Joe's and GreenWorks of program needs, changes, or issues.

Joe's Movement Emporium GreenWorks Program

- Provide all supplies needed to operate its needs to care for the space and maintain a neat and orderly space, such as locks, hoses, fencing or other items.
- Work with the public works department to support canopy or green space maintenance needs as appropriate with skills, tools, and resources appropriate for the GreenWorks team.
- Work with the Town staff, council, and community committees to identify canopy restoration priorities.
- Provide programs throughout the year to enhance environmental stewardship throughout the Town.

MEMORANDUM OF UNDERSTANDING

Between

Town of Brentwood

and

Nature Forward

This Memorandum of Understanding ("MOU") is entered into as of the ____ day of _____, 2026 ("Effective Date"), by and between:

Town of Brentwood, a municipal corporation organized and existing under the laws of the State of Maryland, with offices located at 3712 Utah Avenue, Brentwood, Maryland 20722 ("Municipality"); and

Nature Forward, a nonprofit corporation organized and existing under the laws of the State of Maryland, with offices located at 8940 Jones Mill Road, Chevy Chase, MD 20815 ("Nonprofit").

The Municipality and the Nonprofit may be referred to individually as a "Party" and collectively as the "Parties."

1. Recitals

WHEREAS, the Parties previously collaborated on a climate adaptation project funded by Climate Smart Communities Initiative, which included development and delivery of a design concept for improvements to the Brentwood pocket park ("Project Site"); and

WHEREAS, the Parties desire to continue their collaboration to implement the next phase of the park redesign consistent with the previously developed design concept;

NOW, THEREFORE, the Parties agree as follows:

2. Purpose

The purpose of this MOU is to define the roles, responsibilities, and expectations of the Parties in implementing the next phase of improvements at the Project Site.

3. Scope of Work

The implementation phase contemplated under this MOU includes the following components ("Project Work"):

1. Final review and approval of the design plan.
2. Identification of a contractor for the implementation of the design plan.
3. Coordination and oversight of the contractor's implementation of the design plan.
4. Coordination and organization of volunteer planting days.
5. Installation of plant identification signage.

The design plan may include recommendations for additional amenities (e.g., benches, lighting, general park signage). Such elements are expressly excluded from the Nonprofit's responsibilities unless otherwise agreed in writing.

4. Shared Responsibilities

The Parties shall:

1. Collaboratively review and approve the final design plan prior to implementation.
2. Contribute funding as listed below.
3. Jointly determine planting dates.
4. Collaboratively support volunteer recruitment and planting day coordination.

5. Responsibilities of the Nonprofit

The Nonprofit shall:

1. Serve as project coordinator for the implementation phase, working in consultation with the Municipality.
2. Select and contract with a qualified construction contractor for implementation of the design, including site preparation, site grading, path installation, and tree planting.
3. Oversee and coordinate:
 - a. Contractor work
 - b. Plant procurement and planning for volunteer planting
 - c. Installation of plant identification signage
4. Provide documentation reasonably requested by the Municipality to support permit applications, including but not limited to design plans and plant lists.
5. Provide up to \$38,000 of funding, as necessary, for contract services, plant material, and native plant signage.

Express Limitations

The Nonprofit shall not be responsible for:

- Procurement or installation of benches, lighting, or general park signage;
- Improvements outside the defined Project Work;
- Ongoing maintenance of the Project Site following installation, except as expressly stated herein.

6. Responsibilities of the Municipality

The Municipality shall:

1. Prepare, submit, and manage all necessary permit applications required for the Project Work.
 - a. Applications shall include site plans, plant lists, insurance documentation, and other required materials.
2. Coordinate internal municipal review processes.
3. Maintain responsibility for the Project Site at all times.
4. Be solely responsible for ongoing maintenance following installation, including:
 - a. Seasonal maintenance tasks
 - b. Tree and shrub care
 - c. Watering
 - d. Mulching
 - e. Weeding
 - f. General landscaping upkeep
 - g. Repair and replacement of improvements
5. Provide \$17,500 of funding.

7. Volunteers

Volunteers will be responsible for:

The Municipality will be responsible for: providing insurance coverage for volunteers on municipal property (already exists).

The Nonprofit will be responsible for:

8. Funding and Payment

The Municipality shall contribute \$17,500 toward the Project Work as described in Section 4. Nature Forward will contribute at least \$17,500 and up to \$38,000, if necessary. Any cost overruns beyond that total will be discussed between the parties.

Nothing in this MOU obligates either Party to appropriate funds beyond those expressly stated herein.

9. Insurance and Risk Allocation

Each Party shall maintain self-insurance coverage and liability coverage consistent with its standard policies and statutory requirements. The Municipality shall name The Maryland – National Capital Park and Planning Commission as an additional insured. Consultants or contractors retained by the Nonprofit shall maintain commercially

Commented [LR1]: Does the Town include Nature Forward too?

Commented [AP2R1]: Yes, please

reasonable insurance coverage, including general liability insurance, and shall name the Municipality and The Maryland – National Capital Park and Planning Commission as an additional insured where required by municipal policy.

Each Party shall be responsible for the acts and omissions of its officers, employees, agents, contractors, and volunteers in accordance with applicable law.

10. Term and Termination

This MOU shall commence on the Effective Date and remain in effect until completion of the Project Work, unless earlier terminated by:

1. Mutual written agreement of the Parties; or
2. Thirty (30) days' written notice by either Party.

Termination shall not relieve either Party of obligations incurred prior to the effective date of termination.

11. Amendment

This MOU may be amended only by a written instrument signed by authorized representatives of both Parties.

12. Independent Entities

The Parties are independent entities. Nothing in this MOU shall be construed to create a partnership, joint venture, agency relationship, or employment relationship between the Parties.

13. Non-Binding Nature

This MOU reflects the good faith intentions of the Parties. Except for provisions relating to funding commitments already made, insurance, indemnification (if later added), and confidentiality (if applicable), this MOU is not intended to create legally binding obligations unless otherwise stated in a separately executed agreement.

14. Authorized Representatives

Each Party represents that the individual signing below has full authority to bind the respective entity.

15. Signatures

IN WITNESS WHEREOF, the Parties have executed this Memorandum of Understanding as of the dates set forth below.

Town of Brentwood

By: _____
Name: _____
Title: _____
Date: _____

Nature Forward

By: _____
Name: _____
Title: _____
Date: _____

Ordinance for Youth Suffrage

Over the past few years, there has been a fair amount of discussion aimed at lowering the age threshold to voting. Increasing teen voting is often seen as a way to create lifelong habits of civic engagement and boost teen involvement in the local community. Maryland law allows municipalities to lower the voting age and several municipalities in our area have done so by lowering the voting age to 16 or 17. Maryland and Vermont are the two states that engage the most in this effort with Greenbelt, Hyattsville, Riverdale Park, Takoma Park, Cheverly, Mount Rainier, and Chevy Chase being the main adaptors.

Draft Details for Discussion and Debate:

- Every person who is a resident of the Town of Brentwood and is at least sixteen years of age on or before the date of the next Town election.
- Person has resided within the corporate limits of the Town for 21 days immediately preceding the Town election and does not claim voting residence or the right to vote in another jurisdiction.
- Person has not been convicted of a felony without having completed any court-ordered sentence of imprisonment, including any term of parole or probation, for the conviction.
- Person is not under guardianship for mental disability, and is registered to vote in accordance with the provisions of Town ordinances and the Charter

Ordenanza sobre el sufragio juvenil

En los últimos años, se ha debatido ampliamente la posibilidad de reducir la edad mínima para votar. Aumentar la participación de los adolescentes en el voto suele considerarse una forma de crear hábitos de participación cívica para toda la vida e impulsar su participación en la comunidad local. La ley de Maryland permite a los municipios reducir la edad mínima para votar, y varios municipios de nuestra zona lo han hecho a los 16 o 17 años. Maryland y Vermont son los dos estados que más se involucran en esta iniciativa, siendo Greenbelt, Hyattsville, Riverdale Park, Takoma Park, Cheverly, Mount Rainier y Chevy Chase los principales usuarios.

Detalles del borrador para debate:

- Toda persona residente del municipio de Brentwood que tenga al menos dieciséis años de edad en o antes de la fecha de las próximas elecciones municipales.
- Haber residido dentro de los límites municipales durante los 21 días inmediatamente anteriores a las elecciones municipales y no reclamar residencia para votar ni derecho a votar en otra jurisdicción. • La persona no ha sido condenada por un delito grave sin haber cumplido ninguna pena de prisión impuesta por un tribunal, incluyendo cualquier período de libertad condicional o libertad vigilada, por la condena.
- La persona no está bajo tutela por discapacidad mental y está registrada para votar de acuerdo con las disposiciones de las ordenanzas municipales y la Carta.

Backyard Composters for Residents



Item for Work Session:

There is a need for more composting for residents but not everyone needs the same solutions. For some, a backyard composter is ideal, but maybe cost prohibitive. Historically, the Town offered a reduced price for on site composters. The cost to residents was around \$20 and the Town bore the rest of the cost. This program has not been in place for several years. We propose that the Town purchase five, 35-40 gallon dual body composters (prices range from ~\$50-\$700. We are recommending the Town purchase 5 of these to gauge ultimate interest and we recommend the 37 gallon FCMP outdoor model made with 100% recycled and eco-friendly resin for ~\$145 each and residents would only pay \$25 each. Previously, these would be advertised on the back page of the newsletter and residents contacted the Town Clerk to obtain one.

Total Budget Request: \$750

Compostadores de patio para residentes

Tema para la sesión de trabajo:

Existe la necesidad de que los residentes realicen más compostaje, pero no todos necesitan las mismas soluciones. Para algunos, una compostera de jardín es ideal, pero podría resultar prohibitiva. Históricamente, el Ayuntamiento ofrecía un precio reducido para las composteras in situ. El costo para los residentes era de alrededor de \$20 y el Ayuntamiento cubría el resto. Este programa no se ha implementado durante varios años. Proponemos que el Ayuntamiento adquiera cinco composteras de doble cuerpo de 35-40 galones (los precios oscilan entre \$50 y \$700). Recomendamos que el Ayuntamiento adquiera cinco de estas para evaluar el interés final. Recomendamos el modelo para

exteriores FCMP de 37 galones, fabricado con resina 100 % reciclada y ecológica, por aproximadamente \$145 cada una; los residentes solo pagarían \$25. Anteriormente, estas se anunciaban en la contraportada del boletín informativo y los residentes contactaban con el Secretario Municipal para obtener una.

Presupuesto total solicitado: \$750



Criswell Chevrolet Fleet Sales 503 Quince Orchard Road, Gaithersburg, MD 20878

Phone: (301)948-5460 Fax: (301) 948-1381 Email: fleet-man@msn.com

Stock/Inbound VEHICLE QUOTE

2026 Chevrolet Tahoe Police SUV 4WD PPV SPOTLIGHT

Order ID:260867

Requested By:

Manager

Criswell Fleet Sales

503 Quince Orchard Road

Gaithersburg MD 20878

Phone: (301) 948-5460

Engine: V8

Paint: Black

Details:

Wig Wag Flasher System, Cloth Front Vinyl Rear Seat, Console Delete, Red/White Night Vision Dome Light, Wiring for Grill Lights and Siren Speaker, Wiring for Horn/Siren interface, Police Pursuit Suspension, Daytime Running Lights/Automatic Headlights Disabled, Power Seat, Remote Keyless Entry System with 6 Fobs and Remote Start, Rubberized Vinyl Floor Covering, Assist Steps, Power Heated Mirrors, 120 Volt Receptacle, 250 Amp Alternator, Dual Batteries, 20" Steel Black Painted Wheels, Skid Plates, Tow Hook, Rear Parking Sensors, Radio Suppression Package, Grounding Studs Inside Tailgate, Surround Vision HD, Extra Capacity Cooling System, LH LED Spotlight

Price: **\$61,340.00**

Custom Equipment is available.

[Contact](#) Scott Silvernam to find out more.

MEMORANDUM OF UNDERSTANDING

Between **Prince George's Gateway Development Authority** and the **Town of Brentwood**

This Memorandum of Understanding ("MOU") is entered into as of **March 2, 2026**, by and between the **Prince George's Gateway Development Authority ("PGGDA")** and the **Town of Brentwood ("Municipality")** (collectively, the "Parties").

I. PURPOSE

The purpose of this MOU is to establish a formal framework for collaboration between PGGDA and the Municipality to support and implement priority development projects identified in the Prince George's Gateway Development Authority's comprehensive planning efforts. These projects are intended to revitalize the Gateway corridor and improve quality of life across the six participating municipalities through coordinated, place-based development.

II. BACKGROUND

PGGDA was established pursuant to legislation enacted by the Maryland General Assembly in 2023 to promote coordinated economic development, infrastructure investment, and revitalization efforts across the Gateway communities of Prince George's County.

The Municipality is a member jurisdiction of PGGDA and shares a common interest in advancing development initiatives that enhance residents' quality of life, strengthen neighborhoods, expand economic opportunity, and improve transportation and connectivity.

This MOU affirms the Municipality's commitment to working collaboratively with PGGDA to advance one or more priority projects within its jurisdiction.

III. PROJECT IDENTIFICATION (MUNICIPALITY-SPECIFIC)

The Parties agree that the following project(s) has/have been identified for implementation and/or support by PGGDA within the Municipality:

Project #1 Name:

4400 Rhode Island Avenue

Project Location:

4300 39th Place

Brentwood, MD 20722

Project Description:

Assist local property owner in the development of a 29,000 square foot vacant lot in the Gateway Arts District along the 4400 block of Rhode Island Avenue into high quality, energy-efficient affordable housing designed to meet the needs of seniors and low to moderate income households.

Project Category (check all that apply):

- ☐ Residents
- ☒ Housing
- ☐ Neighborhoods
- ☒ Economic Development
- ☐ Transportation

Project #2 Name:

Brentwood Community Center

Project Location:

4300 39th Place
Brentwood, MD 20722

Project Description:

Funds will be utilized to renovate the old Brentwood Town Hall building and transform it into a multi-purpose community center. Building has had no major renovations in over 34 years and the goal is to modernize the interior to meet current building code and ADA compliance guidelines while also addressing the needs of the community. Renovations will include minor mold removal, updating the electrical and plumbing, installation of energy efficient HVAC system, demolition and redesign of interior space to increase functionality. Redesign will include a multi-purpose room, small private meeting room, limited office space, and updated kitchen.

Project Category (check all that apply):

- ☒ Residents
- ☐ Housing
- ☒ Neighborhoods
- ☐ Economic Development
- ☐ Transportation

This section shall be customized for each Municipality and may be amended by mutual written agreement of the Parties as projects evolve.

IV. MUNICIPAL COMMITMENTS

The Municipality agrees to:

1. Work collaboratively with PGGDA in good faith to advance the identified project(s), including participation in planning, coordination, and implementation efforts.
2. Designate a primary municipal point of contact to facilitate communication and coordination with PGGDA.
3. Support project-related activities as appropriate, which may include community engagement, permitting coordination, data sharing, or alignment with municipal plans and priorities.
4. Provide timely documentation related to project site ownership, as outlined in Section V.

V. PROJECT SITE OWNERSHIP AND ADDITIONAL MOUs

A. Municipal Ownership

The Municipality hereby certifies the following regarding ownership of the identified project site:

Project #1

- ☐ The project site is **owned by the Municipality**.
☒ The project site is **not owned by the Municipality**.

Project #2

- ☒ The project site is **owned by the Municipality**.
☐ The project site is **not owned by the Municipality**

If the project site is municipally owned, no additional site-control documentation is required unless otherwise requested by PGGDA or a funding entity.

B. Non-Municipal Ownership

If the project site is **not municipally owned**, the Municipality agrees to:

1. Secure an additional Memorandum of Understanding, Letter of Intent, or comparable written agreement between the Municipality and the property owner(s) confirming:
 - The property owner's awareness of the proposed project;
 - The property owner's commitment to allow planning and/or implementation of the project; and
 - The property owner's willingness to cooperate with PGGDA and the Municipality.
2. Provide a copy of such documentation to PGGDA as proof of site control or site cooperation prior to project advancement, funding applications, or implementation.

PGGDA reserves the right to determine whether submitted documentation satisfies project and funding requirements.

VI. PGGDA RESPONSIBILITIES

PGGDA agrees to:

1. Provide strategic planning, coordination, and technical support related to the identified project(s).
2. Assist with identifying and pursuing funding opportunities, including federal, state, and private sources, as appropriate.
3. Facilitate coordination among Gateway municipalities to ensure alignment and maximize regional impact.
4. Support project implementation consistent with available resources, funding conditions, and statutory authority.

VII. TERM AND TERMINATION

This MOU shall remain in effect for a period of **[X] years** from the effective date unless terminated earlier by either Party upon **[30/60] days' written notice** to the other Party.

Termination of this MOU shall not affect obligations already incurred or documentation previously provided unless otherwise agreed in writing.

VIII. NON-BINDING AGREEMENT

This MOU is intended to express the mutual understanding and good-faith intentions of the Parties. It does not create a legally binding obligation to fund or complete any specific project, nor does it obligate either Party to expend funds beyond those appropriated or otherwise available.

IX. AMENDMENTS

This MOU may be amended only by written agreement signed by authorized representatives of both Parties.

X. SIGNATURES

IN WITNESS WHEREOF, the Parties have executed this Memorandum of Understanding as of the date first written above.

Prince George's Gateway Development Authority

By: _____

Name:

Title:

Date:

Town of Brentwood

By: _____

Name:

Title:

Date: