



# Agenda Item Summary Report

**Meeting Date:**  
March 1, 2025

**Submitted by:**  
Michelle Bailey Hedgepeth, Town Administrator

**Item Title: Town Hall Update | Neighborhood Design Center | March 2025**

This report is for Information only and is for the Council/community to review the attached report for development of the Bladensburg Town Hall Project. NDC has completed the Existing Conditions Report .

**Work Session Item [X]**  
**Council Meeting Item [X ]**

**Documentation Attached:**  
Existing Conditions Report | March 2025

**Recommended Action:**

Information Only | This report details the existing conditions, the initial analysis of the site, and some preliminary needs that staff have developed.

**Item Summary:** The attached report is an existing conditions study for the Town Hall project. It details the town hall's current conditions and examines the possible locations of the existing location and Bostwick House. This is the project's first phase and deliverable.

**Initial Recommendations:**

- The current building cannot be used to reconfigure or expand
- The Police Annex can be reconfigured to help mitigate building expenses
- Two Possible Site Locations reviewed
  - Existing Town Hall Site
  - Bostwick – Lot 4 Adjacent to the House

**Next Steps:**

- Detailed Program Review with Town | Departmental Adjacencies – March /April 2025
  - Police
  - Administration
  - Town Council
- Draft Building Configuration and Façade – May/June 2025
- Community Engagement - Summer 2025
- Final Report - Fall 2025

Staff will set up a meeting for the Town Council to engage with NDC on the project, and updates will be provided throughout the process.

**Budgeted Item:** Yes [X] No [ ]

**Budgeted Amount:**

**One-Time Cost:**

**Ongoing Cost: Annual Cost**

**Council Priority:** Yes [ ] No [ ]

**Continued Date:**

**Approved Date:**