



Agenda Item Summary Report

Date: May 12, 2025

Submitted by:

Michelle Bailey Hedgepeth, Town Administrator
Chief Collington, Police Chief
Vito Tinelli, Town Treasurer

Item Title: CONTRACT APPROVAL: Approval of Contract with MuniCollect for Collection Services for the Town of Bladensburg.

CONTRACT APPROVAL: Approval of Contract with MuniCollect for Collection Services for the Town of Bladensburg.

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

Documentation Attached:

MCOA Agreement
Staff Memo

Recommended Action:

Staff recommends the approval of this contract and requests that the Town Administrator be authorized to implement the collection program. This is net-zero cost contract for the Town. The fees for these services are paid by the user.

Item Summary: The Town has reached out to the following vendors to assess available services and determine the best fit:

- MuniCollect
- Municipal Collection Agency, Ltd.
- Municipal Collection Services
- First Services

Each of these companies has extensive experience working with local governments, and all offer cost-neutral or no-cost service models, with fees passed through to the responsible party.

Town Staff found that MuniCollect has several local contracts and is familiar with collections in the State of Maryland. In June 2025, staff will introduce changes to penalties, fees, and fines to revise the Town Code and add the collection fees to the overall schedule.

If you have any questions or need additional information on this matter, Mr. Tinelli, Chief Collington or the Town Administrator will be available to answer them at the meeting.

Budgeted Item: Yes ☒ No ☐ NA

Budgeted Amount:

One-Time Cost: NA

Ongoing Cost: Monthly – Rental Fees

Continued Date:

Council Priority: Yes ☐ No ☐

Approved Date: