



## Agenda Item Summary Report

**Meeting Date:** September 8, 2025

**Submitted by:** Michelle Bailey Hedgepeth  
Town Administrator  
Purnell Hall, Public Works Supervisor

**Item Title:** CONTRACT APPROVAL | Right of Way Memorandum of Understanding (MOU) – State Highway Administration for US1, Annapolis Rd, and Kenilworth Ramps and adjacent areas.

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

**Documentation Attached:**  
Contract Documents

**Recommended Action:**

Approval to allow the Town Administrator to renew and execute an agreement (MOU) with the State Highway Administration (SHA) for ROW Maintenance for the Kenilworth Ramps and adjacent areas

**Item Summary:**

This is a renewal of an MOU with the State of Maryland for the following locations:

- Alt US 1(Baltimore Ave) at MD 450 (Annapolis Road)
- Southbound-Kenilworth at Exit Ramp 48th Avenue/Quincy Street
- Northbound-Kenilworth Avenue Exit Ramp and 47th Street
- Northbound- Kenilworth Avenue Exit Ramp at the end of 48th Avenue

The contract outlines 5 cycles of maintenance per year with a total payout of \$13,875.00 per year, and this MOU is for three years. The Town has been engaged in a similar contract since 2022.

Staff will be available to answer any questions from the Town Council.

**Budgeted Item:** Yes ☒ **[X]** No ☐ **[ ]**  
**Budgeted Amount:** \$13,875.00 (Revenue)  
**One-Time Cost:**  
**Ongoing Cost:** On-Call Basis

**Continued Date:**

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

**Approved Date:**