



Agenda Item Summary Report

Meeting Date:
May 12, 2025

Submitted by:
Michelle Bailey Hedgepeth, Town Administrator

Item Title: Town Hall Update | Neighborhood Design Center | May 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.

Work Session Item ☒
Council Meeting Item ☒

Documentation Attached:
April 29, 2025 Presentation

Recommended Action:

Information Only | This report is an update on the actions taken by the Town on the new Town Hall Process.

Item Summary: The Town of Bladensburg continues to advance the conceptual design process for a future Town Hall in partnership with the Neighborhood Design Center (NDC). On April 29, 2025, the Town Council participated in a design input session to provide feedback on preliminary concepts for the new facility, which is envisioned at approximately 28,000 square feet. The project aims to support current operational needs and accommodate future community growth. Key topics discussed included:

Council Chamber Design: The Council expressed concerns about the initially proposed 60-person seating capacity, recommending an expansion to accommodate 150–200 attendees. A fixed dais and the potential to combine the chamber with adjacent community space for larger events were also favored.

Office Space Planning: Discussions emphasized the need for dedicated workspaces for the mayor and council, with a preference for ward-based offices over shared areas. Cost considerations were noted, with the Town's bonding capacity possibly capped at \$18 million. Staff highlighted the value of flexible, efficient layouts.

Design Aesthetic: Council members preferred a traditional architectural style with natural lighting. For interiors, the Council selected furniture with flexible seating and preferred office layout Option 6, featuring frosted glass for privacy and visibility.

Next Steps: NDC will prepare a summary report reflecting Council feedback and develop detailed floor plans and furniture layouts. Two Council review sessions are planned, followed by a community engagement meeting focused on public-facing and shared spaces.

Staff will coordinate the next meeting with NDC, and regular updates will be shared as the project progresses.

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 ☒ No ☐
Budgeted Amount:
One-Time Cost:
Ongoing Cost: Annual Cost
Council Priority: Yes ☐ No ☐

Continued Date:

Approved Date: