

MEMORANDUM OF UNDERSTANDING

Between **Prince George’s Gateway Development Authority** and **The Town of Cottage City**

This Memorandum of Understanding (“MOU”) is entered into as of March 11, 2026, by and between the **Prince George’s Gateway Development Authority (“PGGDA”)** and the **Town of Cottage City (“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 Name:

Community Outreach Center – Old Firehouse Project

Project Location:

3801 38th Avenue Cottage City, Maryland 20722

Project Description:

The Town of Cottage City, an historic municipality located along the Anacostia River in Prince George's County, Maryland, acquired the former site of the Cottage City & Colmar Manor Fire Department building (c. 1925) from the Brentwood Volunteer Fire Department at 3801 38th Avenue on July 2, 2021. This approximately 1,188 gross square feet (GSF) structure, with potential for expansion, is being renovated and adaptively reused as a Community Outreach Center.

The project may be funded in part by a \$500,000.00 Maryland State Bond Initiative for acquisition, planning, design, construction, repair, renovation, reconstruction, site improvement, and capital equipping. \$190,000.00 matching funds are required by the Town of Cottage City. This project is further partially funded by the Maryland Historical Trust and must comply with the Secretary of the Interior's Standards for the Treatment of Historic Properties. It also has received funding from DHCD (Department of Housing and Community Development) and MHAA (Maryland Heritage Area Association)

- SOURCES OF FUNDS:
- \$190,000.00 "Matching Funds" Town of Cottage City
- \$500,000.00 Bond Bill
- \$90,000.00 MHAA
- \$100,000.00 MHT
- \$185,000.00 MD DHCD
- \$1,065,000.00 Total Sources of Funds (Awarded)

The center will provide services and programs including:

- Health and Wellness Classes
- Mental Health Programs
- Food, Clothing, and Housing Assistance
- Job Readiness Programs
- Youth and Senior Programs/Activities
- Police Explorer Program
- Citizen Police Academy
- Neighborhood Watch/Community Safety/CERT/Emergency Readiness Training

Project Category (check all that apply):

X Residents

Housing

X Neighborhoods

X Economic Development

Transportation

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:

- 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:
 - o The property owner's awareness of the proposed project;
 - o The property owner's commitment to allow planning and/or implementation of the project; and
 - o 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:

City/Town of Town of Cottage City

By: _____

Name: Wanda Wheatley,

Title: Commissioner Chair, Ward 3

Date: March 11, 2026