

TOWN OF COTTAGE CITY, MARYLAND
RESOLUTION NO. 2026-20

A RESOLUTION AUTHORIZING THE SUBMISSION OF A PROGRAM OPEN SPACE DEVELOPMENT AND CAPITAL RENEWAL APPLICATION AND PROJECT AGREEMENT, THE EXECUTION OF A JOINT-USE AGREEMENT AND RELATED DOCUMENTS, AND THE COTTAGE CITY PARK REVITALIZATION PROJECT

WHEREAS, Program Open Space (“POS”) is a State grant program administered by the Maryland Department of Natural Resources (“DNR”) pursuant to Title 5, Subtitle 9 of the Natural Resources Article of the Annotated Code of Maryland, which provides financial assistance to local governments for the acquisition, development, and capital renewal of outdoor recreation and open-space facilities that serve the general public; and

WHEREAS, POS development and capital-renewal assistance is available for projects that conform to the applicable Local Land Preservation and Recreation Plan, are included in the local Annual Program, and provide beneficial outdoor recreation opportunities; and

WHEREAS, when a proposed POS project will be developed on land that is not owned or controlled by the applicant under a lease of at least twenty (20) years, the POS Local Manual requires a Joint-Use Agreement among the applicant, the landowner, and DNR to protect the public investment and to ensure continued public outdoor recreation use for the required project life; and

WHEREAS, Cottage City Park, located at 4300 Bunker Hill Road, Cottage City, Maryland 20722, is an existing public park owned or controlled by The Maryland-National Capital Park and Planning Commission (“M-NCPPC”); and

WHEREAS, the Town of Cottage City proposes to revitalize the existing approximately 5.53-acre park through improvements that may include a covered community pavilion, accessible walking track, dog park, playing-field leveling and drainage improvements, accessible pathways, landscaping, site furnishings, permanent POS acknowledgment signage, and related recreational amenities; and

WHEREAS, the proposed improvements constitute a development and capital-renewal project that will build upon an established neighborhood park and expand opportunities for active recreation, informal play, community events, social interaction, and outdoor activities for residents and visitors of all ages and abilities; and

WHEREAS, the estimated total development cost of the Cottage City Park Revitalization Project is One Million Five Hundred Fifty Thousand Dollars (\$1,550,000); and

WHEREAS, the Town intends to request up to Five Hundred Fifty Thousand Dollars (\$550,000) in Program Open Space funding, with the remaining One Million Dollars (\$1,000,000) to be provided by M-NCPPC (or other authorized non-Town sources) as reflected in the Project Funding section of the Application; and

WHEREAS, the Town intends to complete the project in cooperation with M-NCPPC, DNR, Prince George’s County, and other appropriate agencies; and

WHEREAS, because the Town does not own the project property, a Joint-Use Agreement among the Town, M-NCPPC, and DNR is required; and

WHEREAS, the proposed Joint-Use Agreement will be submitted to the Town Attorney for legal review before being forwarded to M-NCPPC and DNR for their review and approval; and

WHEREAS, the remaining application materials include a road map identifying the project location, a site plan identifying existing and proposed improvements, a completed Program Open Space Development and Capital Renewal Application and Project Agreement, the Joint-Use Agreement, photographs, funding authorization, planning and infrastructure approvals, and other supporting documents required by DNR; and

WHEREAS, the Commissioners find that the proposed project serves a valid public purpose and is consistent with the Town's goals for recreation, accessibility, public health, community engagement, and neighborhood revitalization.

NOW, THEREFORE, BE IT RESOLVED by the Cottage City Commission for the Town of Cottage City that:

1. Project Approval. The Cottage City Park Revitalization Project is approved for the purpose of preparing and submitting an application for Program Open Space financial assistance.

2. Funding Request. The Town is authorized to request up to Five Hundred Fifty Thousand Dollars (\$550,000) in Program Open Space funding toward the estimated total development cost of One Million Five Hundred Fifty Thousand Dollars (\$1,550,000).

3. Partnership with M-NCPPC. The Town is authorized to coordinate and partner with M-NCPPC regarding the design, development, construction, public access, operation, maintenance, and long-term stewardship of the project.

4. Completion of Application Materials. The Town Manager and Town staff are authorized and directed to complete and assemble all outstanding application materials, including the road map, site plan, Program Open Space Application and Project Agreement, Joint-Use Agreement, photographs, funding documents, approvals, certifications, and other required attachments.

5. Joint-Use Agreement. The Town Manager is authorized to negotiate and execute the Joint-Use Agreement on behalf of the Town, subject to review and approval by the Town Attorney and acceptance by M-NCPPC and DNR.

6. Authority of Town Manager. The Town Manager is authorized, on behalf of the Town, to prepare, sign, execute, acknowledge, submit, and deliver the Program Open Space Development and Capital Renewal Application and Project Agreement (including signing as the authorized representative of the Political Subdivision), and all related certifications, assurances, grant agreements, project agreements, amendments, reimbursement requests, reports, closeout documents, and other instruments reasonably necessary to obtain, accept, administer, implement, and close out the grant and project.

7. Administrative Revisions. The Town Manager may approve and execute nonmaterial revisions, administrative corrections, and changes required by Prince George's County, M-NCPPC, DNR, the Maryland Board of Public Works, or legal counsel, provided that such changes

remain consistent with the purpose of this Resolution and do not materially increase the Town's financial obligation.

8. Construction Authorization. No physical construction shall begin until the Town has obtained the necessary property authorization, permits, DNR authorization (Letter of Acknowledgment or Letter of Concurrence), Board of Public Works approval, and any other approvals required by the Program Open Space grant documents or applicable law.

9. Public Use. Following completion, the improved park shall remain available for public outdoor recreation during reasonable operating hours, subject to posted park rules and temporary closures for maintenance, emergencies, severe weather, or permitted activities, consistent with the Joint-Use Agreement and POS requirements.

10. Effective Date. This Resolution shall take effect immediately upon its adoption.

ADOPTED by the Commissioners of the Town of Cottage City, Maryland, at a duly noticed public meeting held on the 30th day of July, 2026.

ATTEST:

TOWN OF COTTAGE CITY, MARYLAND

John Hoatson, Town Manager

By: _____
Wanda Wheatley, Ward 3, Commissioner Chair

Julia Salsich, Ward 1, Commissioner Secretary

Joshua Durant, Ward 2, Commissioner

Tom Campos, Ward 4, Commissioner Vice Chair

John Brooks, At-Large, Commissioner

CERTIFICATION

I, hereby certify, as the duly appointed Town Manager of the Town of Cottage City, Maryland, that on the 30th day of July, 2026, Resolution No. 2026-20, entitled: The submission of a Program Open Space Development and Capital Renewal Application and Project Agreement, the Execution of a Joint-Use Agreement and Related Documents, and the Cottage City Park Revitalization Project, was duly adopted by the Cottage City Commission of the Town of Cottage City, Maryland, by a vote of ____ Aye, ____ Nay, and ____ Absent.

By: _____
John Hoatson, Town Manager