



# BRENTWOOD Maryland

## MEETING OF THE MAYOR & TOWN COUNCIL OF BRENTWOOD, MARYLAND

Tuesday, November 18, 2025, | 7:00 PM

The meeting is being held in Person and can also be watched on YouTube

For Public Comments before the meeting and towards the end of the Meeting please Email your comments to [Info@brentwoodmd.gov](mailto:Info@brentwoodmd.gov) with the Subject Line: Public Comment

### AGENDA

#### I. Call to Order

#### II. Pledge of Allegiance

#### III. Roll Call

- |                                     |                                  |                                 |
|-------------------------------------|----------------------------------|---------------------------------|
| A. Councilmember Glenn Harris Jr.   | <input type="checkbox"/> Present | <input type="checkbox"/> Absent |
| B. Councilmember Juan Arango Millan | <input type="checkbox"/> Present | <input type="checkbox"/> Absent |
| C. Councilmember Julia Elrod        | <input type="checkbox"/> Present | <input type="checkbox"/> Absent |
| D. Vice Mayor Jerry Burgess         | <input type="checkbox"/> Present | <input type="checkbox"/> Absent |
| E. Mayor Rocio Treminio-Lopez       | <input type="checkbox"/> Present | <input type="checkbox"/> Absent |

#### IV. Approval of the Agenda

#### V. Upcoming Events

- A. Brentwood in Bloom Public Art Unveiling-Wed, Nove 24, 2025 (4 PM)
- B. Town Hall Closure-Thurs, Nov 27, 2025 & Fri, Nov 28, 2025
- C. Town Hall Reopens-Mon, Dec 1, 2025 (9 AM)
- D. Town Work Session-Tues, Dec 2, 2025 (7 PM) Via Zoom
- E. Sustainable Committee Meeting-Wed, Dec 10, 2025 (8 PM) Via Zoom
- F. Citizens Advisory Committee Meeting-Thurs, Dec 11, 2025 (6:30 PM) Community Center
- G. Town Meeting-Tues, Dec 16, 2025 (7 PM) Town Center
- H. Kids Annual Christmas Holiday Event-Fri, Dec 19, 2025 (TBD)

#### VI. Public Comments (limit 2 minutes)

#### VII. Reports

- A. Police Chief Report for the Month of October
- B. Treasurers Deposit & Activity Report



# BRENTWOOD Maryland

## C. Town Administrator Report

- Code Enforcement Report (October)

## VIII. Mayor and Council Reports

1. Cable TV Authority \_\_\_\_\_ Council Member Arango Millan
2. Public Works \_\_\_\_\_ Council Member Harris Jr.
3. Green Team/Tree Committee \_\_\_\_\_ Council Member Arango Millan
4. Special Events \_\_\_\_\_ Council Member Elrod
5. Citizens Advisory Committee \_\_\_\_\_ Vice Mayor Burgess
6. Mayors Report \_\_\_\_\_ Mayor Treminio Lopez

## IX. Proclamation

- A. National Native American Heritage Month

## X. Legislation

- A. Ordinance 2025-16 Solicitation within Town Limits (Vote)
- B. Ordinance 2025-18 Chapter 283-Trees (First Reading)
- C. Resolution 2025-17 Citizens Advisory Committee name change

## XI. Old Business

- A. Acquisition of a Traffic Message Board
- B. Acquisition of a Mass Notification Text and Call System
- C. Storage Container Purchase Request
- D. Axon Contract Renewal (Police Department Cameras)
- E. Public Works Yard Roundhouse-Update

## XII. New Business

- A. Memorandum Of Understanding (MOU) with The City of Hyattsville.
  - i. Joint Crisis Response Program
- B. Public Hearing Scheduling-Ordinance 2025-17 and Ordinance 2025-18

## XIII. Public Comment (2 Minute Limit)

## XIV. Adjourn

All meetings are subject to closure pursuant to the Maryland Open Meetings Act: Pursuant to the Annotated Code of Maryland, State Government Article Section 10-508(a), the Council by majority vote may retire to executive or closed session at any time during the meeting. Should the Commission retire to executive or closed session the Chair will announce the reasons and a report will be issued at a future meeting disclosing the reasons for such closed session.

For Public Comments before the meeting and towards the end of the Meeting please Email your comments to [Info@brentwoodmd.gov](mailto:Info@brentwoodmd.gov) with the Subject Line: Public Comment

**BRENTWOOD POLICE DEPARTMENT**

**Monthly Report**



**October, 2025**

**"To Protect and Serve"**

**CHIEF OF POLICE**

# BRENTWOOD POLICE DEPARTMENT



## **LOUD PARTY/DISORDERLY HOUSE**

**Town of Brentwood Police Department  
Incident Report – Loud Party / Disorderly House**

**Date(s):** October 31, 2025, and November 1, 2025

**Location:** 4505 37th Street, Brentwood, Maryland

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### **Summary:**

On Friday, October 31, 2025, a large party was held at 4504 37th Street. Due to reports of loud noise, underage drinking, and possible drug use, two separate calls were placed to the Prince George's County 911 Center on Saturday, November 1, 2025, at approximately 1:37 a.m. and 1:50 a.m.

The County Dispatcher notified the on-duty shift supervisor that multiple calls were on hold due to high call volume from numerous loud parties and disorderly incidents occurring throughout the Police District in connection with Halloween celebrations and the University of Maryland's Homecoming weekend. The supervisor instructed dispatch to close the calls for 4504 37th Street and advised that an officer would respond once calls were cleared.

No County officers responded, and the party reportedly continued until approximately 3:00 a.m. on Saturday morning.

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### **Follow-Up:**

At approximately 9:30 a.m. on Saturday, November 1, 2025, Chief Anthony Ayers was notified of the incident by Mayor Rocio Treminio-Lopez. Chief Ayers advised that he would contact the owner/occupants of the property on Monday, November 3, 2025, and would also speak with the Prince George's County Police Department, District I Commander, to address the lack of response to the initial service calls.

Later that evening, at approximately 10:38 p.m. on November 1, 2025, Mayor Lopez again contacted Chief Ayers to report that another large party was taking place at the same location. Chief Ayers, along with Brentwood Police Officers and Prince George's County Officers, responded to the scene and successfully dispersed the gathering.

# BRENTWOOD POLICE DEPARTMENT

## Enforcement Action:

On Monday, November 3, 2025, Chief Ayers met with Ms. Cristina Cuellar, the owner of 4504 37th Street. She was formally advised of the violations. A Code Violation Notice was posted on the property, and an official Notice of Violation was also sent via mail.

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## COMPLETED EVENTS / UPCOMING EVENTS PREPARATION

### October Events:

- Coffee with the Chief – Mixt Restaurant (10-01-25)
- Purple Light Nights Ceramony - PG Sheriff's Office (10-02-25)
- Mount Rainier Police Department's Public Safety Night (10-04-25)
- Leadership Meeting (10-07-25)
- Work Session (10-07-25)
- National Walk/Ride/Bike to School Day (10-08-25)
- Lunch With The Chief at Thomas Stone ES (10-08-25)
- Meeting with E-Fleet (10-09-25)
- Love Yourself Event (10-11-25)
- Leadership Meeting (10-14-25)
- International Day Event (10-18-25)
- Senior Society Meeting (10-20-25)
- Leadership Meeting (10-21-25)
- Town Council Meeting (10-21-25)
- Brentwood Staff Meeting/Training (10-23-25)
- Police Academy Graduation Ceramony (10-24-25)
- Leadership Meeting (10-28-25)
- Halloween Events (10-31-25)

### November Events:

- Leadership Meeting (11-04-25)
- Work Session (11-04-25)
- Veterans Day Celebration Event (11-11-25)
- Lunch With the Chief at Thomas Stone Elementary School (11-12-25)
- Senior's Thanksgiving Lunch (11-13-25)
- Thomas Stone ES – Ruby Bridges Walk to School/Read to Students (11-14-25)

# BRENTWOOD POLICE DEPARTMENT

## TRAINING

- BPD Staff Training (10-16-25)
  - o All BPD Staff
- Brentwood Staff Training (10-23-25)
  - o All Brentwood Staff

## COMMITTEES

- Annual Firearms Re-qualification (TBD)
  - o All BPD Staff
- BPD Staff Training (11-20-25)
  - o All BPD Staff

## RECENT ACCOMPLISHMENTS

- Coffee with the Chief
- Lunch with the Chief – Tomas Stone Elementary School
- BPD Staff assisted with the Brentwood International Day Event
- BPD created two informational videos
  - o Stop Sign Information Video -- Demonstrated how to properly stop a stop
  - o Halloween Safety Video – Demonstrated several Halloween safety tips
- BPD welcomed its newest Police Officer
  - o Officer Martha Aguilar graduated from the Prince George's County Municipal Police Academy on 10-24-2025
- BPD Halloween Fright Night Events
  - o Haunted Hospital
  - o Trunk or Treat

## PROGRAMS & EVENTS

- Coffee with the Chief
  - o Our first Coffee with the Chief had a small turnout.
  - o The program will continue with an event once a month, on different dates, times and locations to provide an opportunity to accommodate residents' schedules.
- Lunch with the Chief
  - o Our first Lunch with the Chief was a success.
  - o Students and faculty had time to interact with the Chief, during the school's lunch periods.
  - o This program will continue and will move to Hyattsville Middle School and Northwestern High School, during the remainder of the school year.

## BRENTWOOD POLICE DEPARTMENT

- Brentwood Police Department Law Enforcement Explorer Post and Club
  - o Working on re-establishing the Explorer Post and starting a Explorer Club
    - Explorer Post – Individuals between the ages of 14-21
    - Explore Club – Individuals between the ages of 10-13
  - o Registration Post/Club Cost
    - Explorer Post: \$100
    - Explorer Club: \$100
  - o Registration Individual Cost
    - Adult Advisors: \$35
    - Youth/Adult Explorers: \$35
  - o First meeting is scheduled for November



- **GOCCP SAPP-2026-0092 State Aid For Police Protection**
  - o Active grant that agencies apply for each year that assists with municipal government's police department's expenses.
  - o In Compliance / Open
  - o Award: \$48,637.00
- **GOCCP BJAG-2021-0046 Brentwood ALPR – Based Violent Crime Protection**
  - o Flock License Plate Reader/AI Security Camera Program
  - o Funds were allocated to purchase equipment and installation of cameras in the community.
  - o In Compliance / Closed
  - o Award: \$11,200.00
- **GOCCP BARM-2026-0016 Brentwood Police Body Armor FY 2026 P6600402**
  - o Active Grant to purchase Officer Aguilar's Body Armor
  - o Body armor was ordered, but payment was not processed
  - o In Compliance / Open
  - o Award: \$1,550.00
- **GOCCP PACT-2026-0014 Body Worn Cameras/In-Car Cameras/Tasers P6600613**
  - o Active Grant to purchase 7 Body Worn Cameras, 6 In-Car Cameras, and 6 Tasers from Axon.
  - o On hold for approval by the Town Council to purchase and go into 5-year service agreement.
  - o In Compliance / Open
  - o Award: \$55,200.00
- **GOCCP GVRG-2026-0015 Brentwood Police Gun Violence Reduction Program FY2026 P6600523**
  - o Active Grant to pay overtime to officers working on the program to reduce firearm violence within the community.
  - o In Compliance / Open
  - o Award: \$10,000.00

# BRENTWOOD POLICE DEPARTMENT

## STOP SIGN CAMERA PROGRAM

### Overall Program & Citation Funnel

	Total
Events Detected	27153
Violations Forwarded	7136
Approved	6937
Mailed	6937
Rejected	44
Pending	66
Voided	101
Violations Forwarded (Daily Average)	231
Violations Forwarded (Weekly Average)	1,734

### Volta Ave & 37th St NWB

	Total	High	Medium	Low
Events Detected	3384	777	901	1686
Violations Forwarded	1283	295	371	617
Approved	1262			
Mailed	1262			
Rejected	5			
Pending	11			
Voided	5			
Violations Forwarded (Daily Average)	43	10	12	21
Violations Forwarded (Weekly Average)	321	74	93	154

### Volta Ave & 38th St SEB

	Total	High	Medium	Low
Events Detected	3175	1103	818	1254
Violations Forwarded	1007	415	309	283
Approved	987			
Mailed	987			
Rejected	4			
Pending	7			
Voided	12			
Violations Forwarded (Daily Average)	34	14	10	9
Violations Forwarded (Weekly Average)	252	104	77	71

# BRENTWOOD POLICE DEPARTMENT



Brentwood Police Department  
 CALLS FOR SERVICE TOTALS  
 10/1/2025 TO 10/31/2025

INCIDENT TYPE	Totals	2024
911 DISCONNECT	17	32
ACCIDENT	5	3
ANIMAL COMPLAINT	2	4
ARMED PERSON	2	3
ASSIST	2	2
ASSIST FIRE EMS	1	1
BREAK IN IN PROGRESS	1	2
CDS COMPLAINT	1	1
CHECK WEALFARE	2	8
CHECK WEALFARE COMBAINED	1	4
CHECK WEALFARE VIOLENT	1	0
CROSSING GUARD ASSIGNMENT	6	0
DISORDERLY	6	11
DOMESTIC	4	2
FAMILY DISPUTE	1	3
FIGHT	2	3
FOUND	3	3
FRAUD	1	1
HIT AND RUN	2	3
LOCK OUT/IN COMBINED	1	0
LOST PROPERTY	3	2
LOUD MUSIC COMPLAINT	7	3
MISC POLICE INCIDENT	16	16

# BRENTWOOD POLICE DEPARTMENT

MISSING PERSON	1	1
MOTORCYCLE ACCIDENT COMBINED	1	0
NOISE COMPLAINT	2	3
OVERDOSE ALS COMBINED	1	0
PREMISE CHECK	54	82
PROPERTY ALARM COMMERCIAL	2	1
PROPERTY DAMAGE	1	0
RESIDENTIAL ALARM	3	1
SIGNAL 100 SERVICE	1	0
STOLEN VEHICLE	11	5
SUBJECT STOP	2	0
SUSPICIOUS AUTO	30	10
SUSPICIOUS OCC AUTO	4	3
SUSPICIOUS PERSON	6	1
TAMPERING	1	1
THEFT J O	1	0
THEFT REPORT	5	2
THREATS COMPLAINT	1	0
TRAFFIC COMPLAINT	3	3
TRANSFER TO HYATTSVILLE CITY	1	0
TRANSPORT	1	0
TRESPASSING COMPLAINT	3	1
UNKNOWN TROUBLE	11	10
VANDALISM	5	3
VEHICLE ACCIDENT COMBINED	3	2
WARRANT INVEST	1	0
WARRANT SERVICE	5	2
<b>TOTAL CALLS</b>	<b>252</b>	<b>264</b>

<b>TOTAL CALLS FOR SERVICE</b>	<b>247</b>	<b>259</b>
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The Town of Brentwood  
 Treasurer's Report  
 October 2025

	Truist (SF Checking)	Truist (ARPA)	Truist (Credit Fund)	PNC* (Money Mkt)	Truist* (Money Mkt)	Truist (Merchant Acct)	Truist (Checking)	Totals
	\$510,450.44	\$0.00	\$235,272.33	\$345,670.31	\$189,860.12	\$64,348.94	\$243,461.28	\$1,589,061.42
<b>Unrestricted Funds:</b>								
Interest/Investment Income	\$0.00	\$0.00	\$0.00	\$1,210.34	\$206.04	\$73.09	\$304.72	\$1,794.19
Pending Transfers	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Transfers In	\$741,364.45	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$78,127.30	\$819,491.75
Transfers Out	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Deposits	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,490.41	\$0.00	\$4,490.41
<b>Subtotal - Unrestricted Deposit Fund Activity</b>	<b>\$741,364.45</b>	<b>\$0.00</b>	<b>\$235,272.33</b>	<b>\$1,210.34</b>	<b>\$206.04</b>	<b>\$4,563.50</b>	<b>\$78,432.02</b>	<b>\$825,776.35</b>
<b>Restricted Funds:</b>								
Anacostia Trails Heritage Area (ATHA)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Veterans Memorial Funds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Subtotal - Restricted Fund Activity</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Total Cash Available Before Disbursements</b>	<b>\$1,251,814.89</b>	<b>\$0.00</b>	<b>\$235,272.33</b>	<b>\$346,880.65</b>	<b>\$190,066.16</b>	<b>\$68,910.44</b>	<b>\$321,893.30</b>	<b>\$2,414,837.77</b>
<b>Other Disbursements:</b>								
Payroll - Net Salary	(\$62,125.90)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$62,125.90)
Payroll - Taxes	(\$25,352.27)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$25,352.27)
Payroll - Fees	(\$1,022.37)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$1,022.37)
Checks Cashied/Other	(\$16,806.55)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$16,806.55)
Non-payroll/Disbursements/Adjs.	(\$235,624.06)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$235,624.06)
Service Charge	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$214.80)	(\$36.05)	(\$250.85)
<b>Total Cash Disbursed</b>	<b>(\$340,931.15)</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>(\$214.80)</b>	<b>(\$36.05)</b>	<b>(\$341,182.00)</b>
<b>Ending Balance @ 10/31/2025</b>	<b>\$910,883.74</b>	<b>\$0.00</b>	<b>\$235,272.33</b>	<b>\$346,880.65</b>	<b>\$190,066.16</b>	<b>\$68,695.64</b>	<b>\$321,857.25</b>	<b>\$2,073,655.77</b>

\*Notes:  
 YTD Reserved Funds

\*Operating Reserves

\$636,946.81



**Town of Brentwood**  
**Budget vs. Actuals: Budget\_FY26 Summary**  
 July - October, 2025

	Actual	Total Budget	over Budget
<b>Income</b>			
41003 Property Taxes	986,863.72	0.00	986,863.72
41004 Other Taxes	142,347.62	0.00	142,347.62
43000 Licenses and Permits	33,260.16	2,100.00	31,160.16
44004 Intergovernmental	2,035.00	2,793.32	-758.32
44009 BPD Revenue	466,183.66	60,933.32	405,250.34
44012 Public Safety Funds		79,228.32	-79,228.32
46006 Fines Revenue	135.00	266.68	-131.68
47004 Cable Franchise Fee Revenue	8,198.37	12,166.68	-3,968.31
48004 Misc. Revenue	32,303.31	4,216.64	28,086.67
49(1) Veterans Memorial Park(Bricks)		33.32	-33.32
49000 Restricted Revenue		102,506.00	-102,506.00
49005 Prior Year Carry Over		34,843.00	-34,843.00
49006 International Day Vendor Income		33.32	-33.32
49101 Grant Revenue		87,499.96	-87,499.96
<b>Total Income</b>	<b>\$ 1,671,326.84</b>	<b>\$ 386,620.56</b>	<b>\$ 1,284,706.28</b>
<b>Gross Profit</b>	<b>\$ 1,671,326.84</b>	<b>\$ 386,620.56</b>	<b>\$ 1,284,706.28</b>
<b>Expenses</b>			
51000 General Government	342,625.73	217,826.76	124,798.97
51248 Senior Tax Credit		83.32	-83.32
51251 Debt Service - CDA Bond Loan	23,077.20	17,000.00	6,077.20
52000 Elected Officials Expense	15,293.50	18,758.36	-3,464.86
53000 Code Dept Expense	46,248.38	64,085.00	-17,836.62
54000 BPD Expense	258,294.60	254,981.08	3,313.52
54066 BPD Grant Overtime	871.00		871.00
54525 BPD BPD Ailc Ind Supplies	270.00		270.00
56000 Fire Dept Expense	6,000.00	2,000.00	4,000.00
57000 Maintenance Dept. Expense	238,328.93	136,747.64	101,581.29
58000 Highway Expense	38,957.00	40,499.96	-1,542.96
59000 Sanitation Expense	65,351.38	68,466.68	-3,115.30
59040 Restricted Expense	-500.00	191,047.64	-191,547.64
59101 Grants & Bonds	27,465.00	54,166.64	-26,701.64
59203 Brentwood Business Association		166.68	-166.68
59206 Recreation Expense	9,813.63	41,333.24	-31,519.61
59401 Cable Expense	2,564.60	27,393.72	-24,829.12
59600 Town Center Expenses	1,355.00		1,355.00
59805 Unforeseen Contingency		4,227.32	-4,227.32
59919 Bartlett Park Expense	341.76	1,950.04	-1,608.28

<b>59945 Veterans Park</b>	1,150.00	833.32	316.68
<b>59950 Pocket Park</b>		416.64	-416.64
<b>60000 State of Emergency</b>	25,009.47		25,009.47
<b>62000 Mayor and Council Projects</b>		7,480.00	-7,480.00
<b>Bank Charges &amp; Fees</b>	640.80		640.80
<b>Repairs &amp; Maintenance</b>	400.00		400.00
<b>Total Expenses</b>	<b>\$ 1,103,557.98</b>	<b>\$ 1,149,464.04</b>	<b>-\$ 45,906.06</b>
<b>Net Operating Income</b>	<b>\$ 567,768.86</b>	<b>-\$ 762,843.48</b>	<b>\$ 1,330,612.34</b>
<b>Other Income</b>			
<b>Late Fee Income</b>	589.14		589.14
<b>Total Other Income</b>	<b>\$ 589.14</b>	<b>\$ 0.00</b>	<b>\$ 589.14</b>
<b>Other Expenses</b>			
<b>Reconciliation Discrepancies</b>			0.00
<b>Total Other Expenses</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>
<b>Net Other Income</b>	<b>\$ 589.14</b>	<b>\$ 0.00</b>	<b>\$ 589.14</b>
<b>Net Income</b>	<b>\$ 568,358.00</b>	<b>-\$ 762,843.48</b>	<b>\$ 1,331,201.48</b>

Friday, Nov 14, 2025 04:12:19 AM GMT-8 - Accrual Basis

**Bill Payment List**  
**Town of Brentwood**  
**October 17-November 14, 2025**

11010 Cash Truist GF Checking

Date	Num	Vendor	Amount
10/17/2025	29073	Jose R. Lovo	-600.00
10/17/2025	29074	2 Nice Entertainment	-450.00
10/17/2025	29075	POLICE CHIEFS' ASSOCIATION OF PG COUNTY	-75.00
10/17/2025	29076	Roger Greenidge	-400.00
10/18/2025	29066	Maria Guadalupe Yanez Amador	-385.00
11/04/2025	29077	Julia L. Elrod	-151.00
11/04/2025	29078	Juan Arango Millan	-151.00
11/04/2025	29079	Glenn Harris	-151.00
11/04/2025	29080	Capital Heights Police Department	-50.00
11/07/2025	29081	Rocio Treminio Lopez	-500.00
11/10/2025	29082	Patty Cash	-444.49
11/10/2025	29083	Gary Long	-550.00
11/12/2025	29084	Lary Moran	-114.34
11/12/2025	29085	Anthony Ayers	-349.90
10/20/2025		C.V Security	-105.00
10/20/2025		A1 Uniform Sales Co., Inc.	-3,152.44
10/20/2025		MissionSquare	-320.00
10/20/2025		ALEXANDER & CLEAVER	-2,716.00
10/20/2025		It's Time Graphics	-1,355.00
10/21/2025		WASHINGTON GAS (1)	-45.80
10/22/2025		PEPCO	-161.19
10/22/2025		Maryland Environmental Svcs	-61.50
10/22/2025		KCI Technologies	-32,700.90
10/22/2025		95 TSS	-972.88
10/23/2025		Robert Half	-2,496.34
10/23/2025		Sunbelt Rentals, Inc.	-4,065.80
10/23/2025		Peake Technology Partners	-2,697.81
10/23/2025		MissionSquare	-320.00
10/23/2025		Adirondack Tree Experts	-685.00
10/23/2025		A. Morton Thomas and Associates, Inc	-31,315.00
10/23/2025		Banister Ford	-393.99
10/24/2025		Robert Half	-1,220.70
10/27/2025		Navitas Credit Corp	-550.35
10/29/2025		Robert Half	-1,373.29
10/29/2025		Robert Half	-1,314.60
10/29/2025		LINDSEY & ASSOCIATES	-500.00
10/29/2025		Robert Half	-1,373.29
10/29/2025		Robert Half	-2,695.87
10/29/2025		Prince George's County (3)	-3,320.53

10/29/2025	DEPT. OF BUDGET AND MANAGEMENT	-18,743.58
10/29/2025	Prince George's County Municipal Associ	-414.96
10/30/2025	VERIZON (1)	-269.25
10/30/2025	COMCAST XFINITY	-465.27
10/30/2025	T-Mobile	-1,008.47
10/30/2025	T-Mobile	-1,973.12
10/31/2025	Vestis / DBA Aramark	-1,136.60
10/31/2025	Home Paramount Pest Control	-50.00
10/31/2025	MissionSquare	-320.00
11/03/2025	JAMM Hauling and Transportation	-15,950.00
11/06/2025	A1 Uniform Sales Co., Inc.	-482.98
11/06/2025	PEPCO	-55.84
11/06/2025	Washington Suburban Sanitation Com	-254.57
11/06/2025	Axon Enterprises, Inc.	-2,690.35
11/06/2025	C.V Security	-119.85
11/06/2025	General Code	-1,195.00
11/10/2025	General Code	-1,628.00
11/10/2025	THE SHERWINWILLIAMS COMPANY	-144.75
11/10/2025	95 TSS	-190.72
11/10/2025	Robert Half	-1,396.76
11/10/2025	METRO BOBCAT SALES	-1,245.92
11/10/2025	Vestis / DBA Aramark	-284.15
11/10/2025	PEPCO	-3,513.00
11/10/2025	Maryland Environmental Svcs	-47.75
		<u>-153,865.90</u>
<b>Total for 11010 Cash Truist GF Checking</b>	<b>Total</b>	<b>-\$153,865.90</b>

**Town of Brentwood**  
**Budget vs. Actuals: Budget\_FY26\_Detail**  
 July - October, 2025

	Actual	Total Budget	Over Budget
<b>Income</b>			
<b>41003 Property Taxes</b>			0.00
41005 Real Estate Revenue (town tax)	845,584.79	0.00	845,584.79
41010 Incorp Personal Property Rev.	90,212.38	0.00	90,212.38
41015 Utility Personal Property Tax	51,066.55	0.00	51,066.55
41020 Int. & Penalties Prop Tax		0.00	0.00
<b>Total 41003 Property Taxes</b>	<b>\$ 986,863.72</b>	<b>\$ 0.00</b>	<b>\$ 986,863.72</b>
<b>41004 Other Taxes</b>			0.00
42005 Income Taxes (local taxes)	80,512.37	0.00	80,512.37
42006 Other Tax Revenue		0.00	0.00
42010 Admission & Amusement Tax		0.00	0.00
42015 Highway User Tax	61,835.25	0.00	61,835.25
<b>Total 41004 Other Taxes</b>	<b>\$ 142,347.62</b>	<b>\$ 0.00</b>	<b>\$ 142,347.62</b>
<b>43000 Licenses and Permits</b>			0.00
43005 Building Permits	1,773.32	0.00	1,773.32
43006 Noise Permit		0.00	0.00
43010 Liquor Licenses		0.00	0.00
43017 PG COUNTY BUSINESS LICENSES	96.84	0.00	96.84
43020 Residential Parking Permits	640.00	0.00	640.00
43025 Single Family Home Rental Lcn.	600.00	0.00	600.00
43027 MultiFamily Home Rental Lcn.	23,100.00	0.00	23,100.00
43030 Dumpster Permits	75.00	0.00	75.00
43035 Business License Tier I		0.00	0.00
43036 Business Licenses Tier II	4,575.00	0.00	4,575.00
43037 Business License Tier III	200.00	666.68	-466.68
43038 Business License Tier IV	200.00	0.00	200.00
43039 Vacant Lot Registration Fee	300.00	0.00	300.00
43040 Business Licenses Late Fees		0.00	0.00
43041 Vacant Lot ReRegistration		0.00	0.00
43042 Blight Bldg Violation		0.00	0.00
43044 Vacant Bldg RegistrationComm.	300.00	0.00	300.00
43045 Multi Rental Dwelling Fee	1,400.00	0.00	1,400.00
43046 Multi Rental Dwelling Late Fee		0.00	0.00
43047 Vacant Bldg Regist. Resident		1,333.32	-1,333.32
43048 Vacant Bldg ReRegist. Comm		0.00	0.00
43049 Vacant Bldg ReRegis Resident		100.00	-100.00
<b>Total 43000 Licenses and Permits</b>	<b>\$ 33,260.16</b>	<b>\$ 2,100.00</b>	<b>\$ 31,160.16</b>
<b>44004 Intergovernmental</b>			0.00
44005 Disposal Fee Rebate	2,035.00	2,793.32	-758.32
<b>Total 44004 Intergovernmental</b>	<b>\$ 2,035.00</b>	<b>\$ 2,793.32</b>	<b>-\$ 758.32</b>
<b>44009 BPD Revenue</b>			0.00

44013 Speed Camera Fines Gross Reven	23,631.84	23,333.32	298.52
44016 State AidePolice Protect	12,159.00	19,666.68	-7,507.68
44019 Red Light Camera Revenue	2,178.22	500.00	1,678.22
44022 Stop Sign Camera Gross Revenue	425,989.60	13,333.32	412,656.28
46005 Parking Ticket Fines	750.00	2,333.32	-1,583.32
46007 Vehicle Release	1,050.00	666.68	383.32
46009 Parking Tickets Past 30 Days	425.00	1,000.00	-575.00
46013 Parking Tickets Flag Release		100.00	-100.00
<b>Total 44009 BPD Revenue</b>	<b>\$ 466,183.66</b>	<b>\$ 60,933.32</b>	<b>\$ 405,250.34</b>
44012 Public Safety Funds		79,228.32	-79,228.32
46006 Fines Revenue	135.00		135.00
46010 Animal Violations		66.68	-66.68
46015 Ordinance Violations		200.00	-200.00
<b>Total 46006 Fines Revenue</b>	<b>\$ 135.00</b>	<b>\$ 266.68</b>	<b>-\$ 131.68</b>
47004 Cable Franchise Fee Revenue			0.00
47005 Comcast Cable Fran. Fee (5%)	3,202.39	3,000.00	202.39
47010 Comcast Cable Fran. Fee (3%)		1,666.68	-1,666.68
47015 Verizon Qtrly Fee (5%)	4,995.98	4,666.68	329.30
47020 Verizon Qtrly Fee (3%)		2,833.32	-2,833.32
<b>Total 47004 Cable Franchise Fee Revenue</b>	<b>\$ 8,198.37</b>	<b>\$ 12,166.68</b>	<b>-\$ 3,968.31</b>
48004 Misc. Revenue			0.00
48005 Interest Income	4,838.47	4,000.00	838.47
48010 Semi Annual Bus Shelter Adv.		83.32	-83.32
48020 Other Revenues, Mulch & Misc		33.32	-33.32
48030 Refunds & Reimbursements	10,034.77		10,034.77
48035 Gazebo Rental	50.00	33.32	16.68
48040 Special Events Rental Income		66.68	-66.68
49012 Other Income	17,380.07		17,380.07
<b>Total 48004 Misc. Revenue</b>	<b>\$ 32,303.31</b>	<b>\$ 4,216.64</b>	<b>\$ 28,086.67</b>
49(1) Veterans Memorial Park(Bricks)		33.32	-33.32
49000 Restricted Revenue			0.00
49001 National Night Out		333.32	-333.32
49404 Hwy User Revenue Encumbrance		102,172.68	-102,172.68
<b>Total 49000 Restricted Revenue</b>	<b>\$ 0.00</b>	<b>\$ 102,506.00</b>	<b>-\$ 102,506.00</b>
49005 Prior Year Carry Over			0.00
47008 Cable TV Encumbrance PrYr		18,084.68	-18,084.68
49013 Windom Rd Encumbrance		2,425.00	-2,425.00
49015 Equity Training Encumbrance		6,000.00	-6,000.00
49016 ARPA Encumbrance		8,333.32	-8,333.32
<b>Total 49005 Prior Year Carry Over</b>	<b>\$ 0.00</b>	<b>\$ 34,843.00</b>	<b>-\$ 34,843.00</b>
49008 International Day Vendor Income		33.32	-33.32
49101 Grant Revenue			0.00
49160 Anacostia Trail Herit ( ATHA )		833.32	-833.32
49209 Safe Streets Grant		53,333.32	-53,333.32
49217 MNCPPC Cultural Arts Grant		33,333.32	-33,333.32
<b>Total 49101 Grant Revenue</b>	<b>\$ 0.00</b>	<b>\$ 87,499.96</b>	<b>-\$ 87,499.96</b>
<b>Total Income</b>	<b>\$ 1,671,326.84</b>	<b>\$ 366,620.56</b>	<b>\$ 1,284,706.28</b>

Gross Profit	\$	1,671,326.84	\$	386,620.56	\$	1,284,706.28
Expenses						
51000 General Government						0.00
51001 Gen Govt Salary and Benefits						0.00
51005 Gen Gov Town Admin Salary		45,000.00		43,333.32		1,666.68
51010 Gen Gov Town Treasurer Sal.		22,094.50		23,666.68		-1,572.18
51015 Gen Gov Town Clerk Salary		27,932.70		20,329.68		7,603.02
51016 Gen Gov Overtime		2,454.22		2,666.68		-212.46
51018 Communication Specialist		-43,584.26				-43,584.26
51020 Gen Gov Employee Incentives				200.00		-200.00
51025 Gen Gov FICA Taxes(employer)		5,479.09		6,884.68		-1,405.59
51027 Gen Gov MD State Unemploment		158.61		1,666.68		-1,508.07
51035 Gen Gov Health/Life Insurance		10,969.33		13,000.00		-2,030.67
51040 Gen Gov ICMA Retirement Plan		3,134.31		6,462.32		-3,328.01
51041 Pension Plan		6,648.28				6,648.28
Total 51001 Gen Govt Salary and Benefits	\$	80,286.78	\$	118,210.04	-\$	37,923.26
51002 Gen Govt Administrative Cost		269.25				269.25
51045 Gen Gov Legal Fees		7,248.00		5,000.00		2,248.00
51050 Gen Gov Auditing Fees		2,207.03		4,666.68		-2,459.65
51055 Gen Gov Accounting Fees		127.00		166.68		-39.68
51057 Personnel Employment Exp				1,283.32		-1,283.32
51060 Gen Gov Insurance & Bonds		21,469.50		7,000.00		14,469.50
51065 Gen Gov Security System		329.85		333.32		-3.47
51067 Gen Gov - Cell Phone		1,727.23		1,666.68		60.55
51070 Gen Gov Telephone		917.50		2,333.32		-1,415.82
51075 Gen Gov Utilities						0.00
51076 Gen Gov - Water and Sewer		4,706.12		2,000.00		2,706.12
51077 Gen Gov - Gas		339.48		266.68		72.80
51078 Gen Gov - Electric		12,854.64		7,666.68		5,187.96
Total 51075 Gen Gov Utilities	\$	17,900.24	\$	9,933.36	\$	7,966.88
51080 Gen Gov Postage				333.32		-333.32
51083 Business License Special Paper				33.32		-33.32
51085 Gen Gov Advertising		320.00		333.32		-13.32
51086 Gen Gov Printing				416.68		-416.68
51090 Gen Gov Newsletter Printing				4,000.00		-4,000.00
51091 Gen Gov Newsletter Postage				500.00		-500.00
51095 Gen Gov Office Supplies/Equip		2,694.99		3,000.00		-305.01
51100 Gen GvTown Hall Bld Maint/Sup		185.44		1,333.32		-1,147.88
51101 Community Center Repair & Maintenance				666.68		-666.68
51105 Gen Gov IWIF Workers Comp		28,894.00		18,333.32		10,560.68
51115 Gen Gov Copier Lease		465.61		2,400.00		-1,934.39
51120 Gen Gov Employee Training		1,370.00		1,000.00		370.00
51135 Gen Gov Computer Equip/Soft		2,971.06		1,500.00		1,471.06
51136 Gen Gov - Peake		3,149.32		5,000.00		-1,850.68
51140 Gen Gov Computer Sys Network		1,693.40		666.66		1,026.72
51145 Gen Gov Office Equipment(no)				833.32		-833.32
51150 Gen Gov Office Furnishings				333.32		-333.32

51155 Gen Gov Office Machine Maint	1,230.09	33.32	1,196.77
51160 Gen Gov Ordinance/Charter Rev		666.68	-666.68
51165 Gen Gov Bank Fees	1,190.81	866.68	324.13
51170 Gen Gov Finance Chrg/Late Fee		83.32	-83.32
51175 Gen Gov Contribution/Donation	5,000.00	2,166.68	2,833.32
51180 Gen Gov Membership/Dues/Sub	5,514.96	2,400.00	3,114.96
51185 Gen Gov Conventions & Conf.		1,500.00	-1,500.00
51190 Gen Gov MML Conference		2,000.00	-2,000.00
51195 Gen Gov Travel Reimbursement	-522.96	66.68	-589.64
51200 Gen Gov Fire Ext. Maintenance		266.68	-266.68
51207 Gen Gov Translation Services		7,666.68	-7,666.68
51225 Gen Gov Payroll Services/Soft	1,064.20	2,000.00	-935.80
51230 Gen Gov Web Site	7,125.00	2,166.68	4,958.32
51235 Gen Gov Town Hall Bldg Repair	16,689.49	1,666.68	15,022.81
51240 Gen Gov Misc./Other	1,574.54		1,574.54
51247 Grant Admin Cost	100,000.00		100,000.00
51249 Professional Services	29,533.40		29,533.40
51250 Gen Gov Strg Planning Consult		333.32	-333.32
51252 Gen Gov - Communication Outreach		2,666.68	-2,666.68
<b>Total 51002 Gen Govt Administrative Cost</b>	<b>\$ 262,338.95</b>	<b>\$ 99,616.72</b>	<b>\$ 162,722.23</b>
<b>Total 51000 General Government</b>	<b>\$ 342,625.73</b>	<b>\$ 217,826.76</b>	<b>\$ 124,798.97</b>
51248 Senior Tax Credit		83.32	-83.32
51251 Debt Service - CDA Bond Loan	23,077.20	17,000.00	6,077.20
52000 Elected Officials Expense	750.00		750.00
52001 Elected Official Wage Expense			0.00
52005 Elected Official Mayor Salary	2,300.00	3,000.00	-700.00
52010 Elected Official Council Salary	5,470.96	8,000.00	-2,529.04
52015 Elected Official FICA	883.92	841.68	42.24
<b>Total 52001 Elected Official Wage Expense</b>	<b>\$ 8,654.88</b>	<b>\$ 11,841.68</b>	<b>-\$ 3,186.80</b>
52003 Elected Official Admin Cost			0.00
52020 Elected Off Mayor/Council Exp	200.00	250.00	-50.00
52022 Elected Off Mayor/Exp/Conf	1,761.00	1,833.32	-72.32
52023 Elected Officials C.Mtg/Conf	2,953.00	4,166.68	-1,213.68
52025 Elected Official Election Cost		66.68	-66.68
52040 Elected Official - Cell Phone	974.62	600.00	374.62
<b>Total 52003 Elected Official Admin Cost</b>	<b>\$ 5,888.62</b>	<b>\$ 6,916.68</b>	<b>-\$ 1,028.06</b>
<b>Total 52000 Elected Officials Expense</b>	<b>\$ 15,293.50</b>	<b>\$ 18,758.36</b>	<b>-\$ 3,464.86</b>
53000 Code Dept Expense			0.00
53001 Code Dept Salary and Benefits			0.00
53005 Code Enforcement Supervisor	22,760.74	22,333.32	427.42
53010 Code Overtime	5,114.24	1,741.68	3,372.56
53011 Code Code Enforcement Officer	0.00	20,393.32	-20,393.32
53015 Code Employee Incentives		133.32	-133.32
53025 Code FICA	1,937.69	3,401.68	-1,463.99
53030 Code Health/Life Insurance	14,152.12	7,333.32	6,818.80
53035 Code ICMA Retirement Plan	940.83	3,161.68	-2,220.85
<b>Total 53001 Code Dept Salary and Benefits</b>	<b>\$ 44,905.62</b>	<b>\$ 58,498.32</b>	<b>-\$ 13,592.70</b>

53002 Code Dept Admin Cost				0.00
53045 Code Fuel Expense		166.68		-166.68
53050 Code Computer Equip/Soft.		833.32		-833.32
53053 Code Parking Citation Booklet		333.32		-333.32
53054 Code - Cell Phone	305.87	220.00		85.87
53055 Code Supplies		66.68		-66.68
53060 Code Postage		100.00		-100.00
53062 Code - Uniform/Clothing		200.00		-200.00
53065 Code Dues/Subscriptions		166.68		-166.68
53066 Code Vehicle Repairs & Maint	1,036.89	1,000.00		36.89
53080 Code Employee Training		666.68		-666.68
53081 Code - MML Conference		833.32		-833.32
53090 Code Capital Other		1,000.00		-1,000.00
<b>Total 53002 Code Dept Admin Cost</b>		<b>\$ 1,342.76</b>	<b>\$ 5,586.68</b>	<b>-\$ 4,243.92</b>
<b>Total 53000 Code Dept Expense</b>		<b>\$ 46,248.38</b>	<b>\$ 64,085.00</b>	<b>-\$ 17,836.62</b>
54000 BPD Expense				0.00
54001 BPD Salary and Benefits	1,673.18			1,673.18
54011 BPD - COPS Grant Expense	750.00			750.00
54020 BPD Police Chief Salary	26,500.02	34,833.32		-8,333.30
54023 BPD - Police Cpt		27,866.68		-27,866.68
54025 BPD FICA (employer)	8,190.67	9,938.68		-1,748.01
54026 Pension Benefits	-2,425.23			-2,425.23
54030 BPD FT Officer II Salary	29,795.35	19,855.00		9,940.35
54035 BPD FT Officer I Salary	37,787.24	21,682.00		16,105.24
54036 BPD - FT Patrol Officer		19,000.00		-19,000.00
54037 BPD FT Police Officer Lt	28,191.05			28,191.05
54040 BPD FT Police Clerk	22,470.17	20,679.32		1,790.85
54045 BPD Overtime	13,320.25	5,000.00		8,320.25
54048 BPD Employee Incentives	1,000.00	400.00		600.00
54055 BPD Hlth/Life Ins.	23,901.51	20,000.00		3,901.51
54060 BPD Retirement Plan	5,685.84	11,172.68		-5,486.84
<b>Total 54001 BPD Salary and Benefits</b>		<b>\$ 196,840.05</b>	<b>\$ 190,427.68</b>	<b>\$ 6,412.37</b>
54002 BPD Admin Cost				0.00
54044 BPD Insurance Expense	19,449.50	6,333.32		13,116.18
54047 BPD Emergency Fund	650.00			650.00
54063 BPD Legal Fees	100.00	1,666.68		-1,566.68
54065 BPD Landline Phone/Fax		2,240.00		-2,240.00
54070 BPD Chief Cell Phone	0.00	200.00		-200.00
54075 BP DOfficer Duty Phone	1,275.00	200.00		1,075.00
54080 BPD Supplies	4,656.52	1,000.00		3,656.52
54085 BPD Postage		133.32		-133.32
54090 BPD Printing/Photo Copying		66.68		-66.68
54095 BPD Memberships		500.00		-500.00
54100 BPD Dues/Subscriptions	75.00	283.32		-208.32
54110 BPD Security System		166.68		-166.68
54115 BPD Cit./Viol/Imp Booklets	3.44	166.68		-163.24
54125 BPD Internet Access		580.00		-580.00

54126 BPD - Peake	3,149.33	6,666.68	-3,517.35
54127 BPD Internet Web Site/Host	1,274.99	500.00	774.99
54128 Lexipol		3,333.32	-3,333.32
54135 BPD Prof. Devlp/Training	0.00	3,500.00	-3,500.00
54140 BPD Conventions/Conferences		1,000.00	-1,000.00
54145 BPD Offc Computer/Printer/Soft		1,166.68	-1,166.68
<b>Total 54002 BPD Admin Cost</b>	<b>\$ 30,633.78</b>	<b>\$ 29,703.36</b>	<b>\$ 930.42</b>
<b>54003 BPD Employment Expense</b>			<b>0.00</b>
54165 BPD Medical Testing		333.32	-333.32
54170 BPD Psychological Testing		600.00	-600.00
54171 Mental Health		2,200.00	-2,200.00
54176 BPD Background Investigations		200.00	-200.00
<b>Total 54003 BPD Employment Expense</b>	<b>\$ 0.00</b>	<b>\$ 3,333.32</b>	<b>-\$ 3,333.32</b>
<b>54004 BPD Uniform Expense</b>	<b>261.58</b>		<b>261.58</b>
54180 BPD Uniform (clothing & shoes)	1,367.88	1,666.68	-298.80
54190 BPD Rain Coat/Winter Coat		166.68	-166.68
<b>Total 54004 BPD Uniform Expense</b>	<b>\$ 1,629.46</b>	<b>\$ 1,833.36</b>	<b>-\$ 203.90</b>
<b>54006 BPD Equipment/Specialty Items</b>			<b>0.00</b>
54197 BPD Mounted Car Radios		833.32	-833.32
54210 BPD Ammunition (Duty)		250.00	-250.00
54215 BPD Ammunition (Training)	918.49	750.00	168.49
<b>Total 54006 BPD Equipment/Specialty Items</b>	<b>\$ 918.49</b>	<b>\$ 1,833.32</b>	<b>-\$ 914.83</b>
<b>54008 BPD Vehicle Expense</b>			<b>0.00</b>
54265 BPD Vehicle Fuel	3,185.78	5,000.00	-1,814.22
54270 BPD Vehicle Equip/Computers		1,333.32	-1,333.32
54275 BPD Vehicle Maintenance	3,453.03	2,333.32	1,119.71
54280 BPD Vehicle Marking/Upfitting	0.00	666.68	-666.68
54285 BPD Vehicle Tires		666.68	-666.68
<b>Total 54008 BPD Vehicle Expense</b>	<b>\$ 6,638.81</b>	<b>\$ 10,000.00</b>	<b>-\$ 3,361.19</b>
<b>54009 BPD - Other</b>	<b>-60,973.96</b>		<b>-60,973.96</b>
54320 BPD Community Outreach		666.68	-666.68
54323 BPD Youth Crime Prevention		666.68	-666.68
54325 BPD Business Watch Outreach		166.68	-166.68
54330 BPD Ntl Night Out(nongrant)	550.00	666.68	-116.68
54335 BPD Gang Prevention		500.00	-500.00
54340 BPD Public Relations		333.32	-333.32
54405 BPD Speed Camera Admin. Cost	9,848.77	9,450.00	396.77
54406 Stop Sign Camera Admin Cost	72,211.20	5,400.00	66,811.20
<b>Total 54009 BPD - Other</b>	<b>\$ 21,634.01</b>	<b>\$ 17,850.04</b>	<b>\$ 3,783.97</b>
<b>Total 54000 BPD Expense</b>	<b>\$ 258,294.60</b>	<b>\$ 254,981.08</b>	<b>\$ 3,313.52</b>
54066 BPD Grant Overtime	871.00		871.00
54525 BPD BPD Allc Ind Supplies	270.00		270.00
<b>56000 Fire Dept Expense</b>			<b>0.00</b>
56005 Volunteer Fire Dept	6,000.00	2,000.00	4,000.00
<b>Total 56000 Fire Dept Expense</b>	<b>\$ 6,000.00</b>	<b>\$ 2,000.00</b>	<b>\$ 4,000.00</b>
57000 Maintenance Dept. Expense	912.35		912.35
57001 Maintenance Salary and Benefits			0.00

57005 Maint Foreman Salary	14,077.24	20,900.00	-6,822.76
57010 Maint Labor I Salary	34,925.07	17,223.68	17,701.39
57015 Maint Labor II Salary	16,424.32	14,708.32	1,716.00
57020 Maint Labor III Salary	13,616.76	15,215.32	-1,598.56
57023 Maint PW Laborer	28,915.54	14,708.32	14,207.22
57025 Maint Overtime (OT)	3,363.18	833.32	2,529.86
57030 Maint Employee Incentives		333.32	-333.32
57040 Maint FICA Taxes (employer)	5,769.29	6,395.00	-625.71
57045 Maint Health/Life Insurance	19,647.18	15,000.00	4,647.18
57050 Maint Retirement Plan	3,434.45	6,000.32	-2,565.87
<b>Total 57001 Maintenance Salary and Benefits</b>	<b>\$ 140,173.03</b>	<b>\$ 111,317.60</b>	<b>\$ 28,855.43</b>
<b>57002 Maintenance - General</b>			<b>0.00</b>
57055 Maint Uniforms/Mats	6,989.90	3,333.32	3,656.58
57060 Maint Employee Training		500.00	-500.00
57065 Maint Temporary Help	2,176.58		2,176.58
57067 Maint Utilities Heating Oil		1,000.00	-1,000.00
57068 Maint Telephone	611.98	220.00	391.98
57070 Maint Vehicle Gas	3,231.36	4,666.68	-1,435.32
57073 Maint Vehicle Tires		500.00	-500.00
57075 Maint Truck Repairs	605.46	1,666.68	-1,061.22
57080 Maint Supplies	2,847.64	833.32	2,014.32
57081 Pest Control	100.00	200.00	-100.00
57085 Maint - Tree Services	13,835.00	6,666.68	7,168.32
57090 Maint Security System		166.68	-166.68
57095 Maint Mosquito/Rodent Educ.		176.68	-176.68
57105 Maint Misc Tool & Equip Pur	195.00	1,000.00	-805.00
57110 Maint Building Repair	900.00	833.32	66.68
57115 Maint Leaf Machine Repair		166.68	-166.68
57120 Maint Bobcat Repair	1,245.92	833.32	412.60
57121 Maint Fence Maint.		666.68	-666.68
57125 Maint Other Large Equip Repair		2,000.00	-2,000.00
<b>Total 57002 Maintenance - General</b>	<b>\$ 32,738.84</b>	<b>\$ 25,430.04</b>	<b>\$ 7,308.80</b>
57003 Maint Vehicle Expense	59,692.32		59,692.32
57200 Repair & Maintenance	4,812.39		4,812.39
<b>Total 57000 Maintenance Dept. Expense</b>	<b>\$ 238,328.93</b>	<b>\$ 136,747.64</b>	<b>\$ 101,581.29</b>
<b>58000 Highway Expense</b>			<b>0.00</b>
58005 Highway Lighting		23,333.32	-23,333.32
58015 Snow Removal		833.32	-833.32
58020 Street & Sidewalk Maintenance	38,747.00	15,333.32	23,413.68
58025 Sign Purchase/Replacement	210.00	1,000.00	-790.00
<b>Total 58000 Highway Expense</b>	<b>\$ 38,957.00</b>	<b>\$ 40,499.96</b>	<b>-\$ 1,542.96</b>
<b>59000 Sanitation Expense</b>			<b>0.00</b>
59005 Sanitation Cont Trash Removal	52,944.09	52,200.00	744.09
59010 Sanitation Contract Rolloffs	604.44	2,333.32	-1,728.88
59015 Sanitation Resident Trash Can		500.00	-500.00
59020 Sanitation Bulk Landfill Fee		166.68	-166.68
59025 Sanitation Recycling PickUp	11,600.00	11,600.00	0.00

59030 Sanitation Rcyc/Tipping/Other	202.85		1,666.68		-1,463.83
<b>Total 59000 Sanitation Expense</b>	<b>\$ 65,351.38</b>	<b>\$</b>	<b>68,466.68</b>	<b>-\$</b>	<b>3,115.30</b>
59040 Restricted Expense					0.00
54010 Public Safety Services			79,228.32		-79,228.32
59001 National Nite Out	-500.00				-500.00
59089 Windom Rd Project					0.00
59092 Windom Rd Project - Encumbrance			1,313.32		-1,313.32
<b>Total 59089 Windom Rd Project</b>	<b>\$ 0.00</b>	<b>\$</b>	<b>1,313.32</b>	<b>-\$</b>	<b>1,313.32</b>
59095 ARPA Disbursement Encumbrance			8,333.32		-8,333.32
59404 Hwy User Grant Encumbrance			102,172.68		-102,172.68
<b>Total 59040 Restricted Expense</b>	<b>-\$ 500.00</b>	<b>\$</b>	<b>191,047.64</b>	<b>-\$</b>	<b>191,647.64</b>
59101 Grants & Bonds					0.00
59190 Anacostia Trial Hert. (ATHA)			833.32		-833.32
59200 Police Dept Equip(GOCCP)	-3,850.00				-3,850.00
59406 Safe Streets Grant	31,315.00		53,333.32		-22,018.32
<b>Total 59101 Grants &amp; Bonds</b>	<b>\$ 27,465.00</b>	<b>\$</b>	<b>54,166.64</b>	<b>-\$</b>	<b>26,701.64</b>
59203 Brentwood Business Association			166.68		-166.68
59206 Recreation Expense					0.00
59205 Recreation Town Activities	560.55		3,333.32		-2,772.77
59204 Town Events Back to School	-500.00		333.32		-833.32
<b>Total 59205 Recreation Town Activities</b>	<b>\$ 60.55</b>	<b>\$</b>	<b>3,666.64</b>	<b>-\$</b>	<b>3,606.09</b>
59215 Recreation Brentwood Day			3,333.32		-3,333.32
59220 Recreation International Day	1,835.00		833.32		1,001.68
59230 Recreation - Performing Arts Expense	6,878.08		2,000.00		4,878.08
59231 Recreation - Veterans Day			500.00		-500.00
59232 Recreation - Black History			833.32		-833.32
59233 Recreation - Hispanic Heritage	1,040.00		833.32		206.68
59234 Recreation - Pride Month			500.00		-500.00
59235 Recreation - MNCPPC Project Charge			28,833.32		-28,833.32
<b>Total 59206 Recreation Expense</b>	<b>\$ 9,813.63</b>	<b>\$</b>	<b>41,333.24</b>	<b>-\$</b>	<b>31,519.61</b>
59401 Cable Expense	64.51				64.51
59402 Cable Salary and Benefits					0.00
59405 Cable Salary	2,398.35		6,000.00		-3,601.65
59407 Cable FICA Expense	101.74		459.00		-357.26
59410 Cable Employee Incentives			100.00		-100.00
<b>Total 59402 Cable Salary and Benefits</b>	<b>\$ 2,500.09</b>	<b>\$</b>	<b>6,559.00</b>	<b>-\$</b>	<b>4,058.91</b>
59414 Cable - Other					0.00
59415 Cable Equipment & Supplies			416.68		-416.68
59417 Cable Maintenance & Repairs			66.68		-66.68
59422 Cable iNet Fees			1,366.68		-1,366.68
59425 Cable Training			66.68		-66.68
59430 Cable Capital Outlay			833.32		-833.32
59432 Cable TV Encumbrance			18,084.68		-18,084.68
<b>Total 59414 Cable - Other</b>	<b>\$ 0.00</b>	<b>\$</b>	<b>20,834.72</b>	<b>-\$</b>	<b>20,834.72</b>
<b>Total 59401 Cable Expense</b>	<b>\$ 2,564.60</b>	<b>\$</b>	<b>27,393.72</b>	<b>-\$</b>	<b>24,829.12</b>
59600 Town Center Expenses					0.00
59605 Town Center Restoration	1,355.00				1,355.00

<b>Total 59600 Town Center Expenses</b>	\$	1,355.00	\$	0.00	\$	1,355.00
59805 Unforeseen Contingency				4,227.32		-4,227.32
59919 Bartlett Park Expense						0.00
59210 Recreation Landscap. & Maint		341.76		1,666.68		-1,324.92
59920 Bartlett Restroom Supplies				166.68		-166.68
59930 Bart ParkSprinkler Supplies				66.68		-66.68
59940 Bart ParkSprinkler Maint				50.00		-50.00
<b>Total 59919 Bartlett Park Expense</b>	\$	341.76	\$	1,950.04	-\$	1,608.28
59945 Veterans Park						0.00
59946 Veterans Park - Maint Supplies				83.32		-83.32
59947 Veterans Park - Repair & Maint		1,150.00		250.00		900.00
59948 Veterans Park - Landscaping				333.32		-333.32
59949 Veterans Park - Misc Expense				166.68		-166.68
<b>Total 59945 Veterans Park</b>	\$	1,150.00	\$	833.32	\$	316.68
59950 Pocket Park						0.00
59951 Pocket Park - Maint Supplies				83.32		-83.32
59952 Pocket Park - Repairs & Maint				83.32		-83.32
59953 Pocket Park - Landscaping				250.00		-250.00
<b>Total 59950 Pocket Park</b>	\$	0.00	\$	416.64	-\$	416.64
60000 State of Emergency						0.00
59097 ARPA Disbursements		25,000.00				25,000.00
60004 Maint COVID-19		9.47				9.47
<b>Total 60000 State of Emergency</b>	\$	25,009.47	\$	0.00	\$	25,009.47
62000 Mayor and Council Projects						0.00
62002 Committee Projects				1,746.68		-1,746.68
62003 Pocket Park Redesign				2,066.68		-2,066.68
62004 Plant Network				333.32		-333.32
62005 Gateway CDC Outreach Project				3,333.32		-3,333.32
<b>Total 62000 Mayor and Council Projects</b>	\$	0.00	\$	7,480.00	-\$	7,480.00
Bank Charges & Fees		640.80				640.80
Repairs & Maintenance		400.00				400.00
<b>Total Expenses</b>	\$	1,103,557.98	\$	1,149,464.04	-\$	45,906.06
<b>Net Operating Income</b>	\$	567,768.86	-\$	762,843.48	\$	1,330,612.34
<b>Other Income</b>						
Late Fee Income		589.14				589.14
<b>Total Other Income</b>	\$	589.14	\$	0.00	\$	589.14
<b>Other Expenses</b>						
Reconciliation Discrepancies						0.00
<b>Total Other Expenses</b>	\$	0.00	\$	0.00	\$	0.00
<b>Net Other Income</b>	\$	589.14	\$	0.00	\$	589.14
<b>Net Income</b>	\$	568,358.00	-\$	762,843.48	\$	1,331,201.48





# BRENTWOOD Maryland

*"The Greatness Of A Community Is Most Accurately Measured By the Compassionate Actions Of Its Members"*  
By: Coretta Scott King

## Town Administrator Report

### Council Meeting: November 18, 2025 UPDATE TO MAYOR AND COUNCIL (by SDW)

#### Town Administrator

1. 38<sup>th</sup> Place Sidewalk –
  - a. 60% complete design plan received 10-17-2025. Waiting on final design plan
2. SS4A –
  - a. N/A
3. Speed Humps – Volta Avenue speed hump installation in progress along with replacing 37<sup>th</sup> Street and Taylor Street speed humps
4. Renewed Salt MOU with Hyattsville
5. Information Technology –
  - a. CivicPlus Meeting & Agenda software – In progress
6. Public Art Installation – Brentwood in Bloom Public Art Unveiling on 11/24/25 at 4pm
7. Elevator – Failed inspection due to need to install phone in elevator. Outlet for phone has been installed
8. Trolley Trail meeting on 11/5/25 – Considering extending down Rt. 1 Corridor to include a hub at Mixt Foodhall
9. Brentwood Police Department transaction window – in progress
10. Reginald Bagley along with other staff from City of Hyattsville visited the town center to see the job center.
11. Climate Action Plan next steps
  - a. Adopt Plan
  - b. Build Awareness (staff and community)
  - c. Training
  - d. Implementation
  - e. Budget appropriations
  - f. Tracking progress
12. Trash Removal contractor confirmed that we can mix organic waste with yard waste
13. Meetings Attended:
  - a. Climate Action Plan
  - b. MNCPPC Planning Director Meet & Greet
  - c. CivicPlus Agenda & Minutes Software Implementation
  - d. Agape/Faith Outreach Center 30<sup>th</sup> Anniversary Celebration
  - e. CPM Retreat Week 10/27/25 – 10/31/25
  - f. Climate Action Plan
  - g. Met with Chief Stone of Colmar Manor to demo traffic message board
  - h. Trolley Trail meeting
  - i. Public Art meeting

Town Hall | 4300 39th Place | Brentwood, Maryland 20722  
(301) 927-3344 | [info@brentwoodmd.gov](mailto:info@brentwoodmd.gov)



- j. D47 Leaders Meeting
- k. LGIT Annual Meeting

**HR**

**Vacancy Update:**

1. Code Officer – Filled
2. Treasurer – In progress

**Training**

1. Staff In-service Day held on 10/23/25 included
  - a. Policy review included – purchasing, green, sustainability, energy efficiency, sexual harassment, branding, electronic issuance, confidentiality, drug and alcohol, workplace violence

Employee recognition program – Quarterly “WOW” award for exceptional performance in customer service, collaboration, efficiency, and teamwork. (Awards: \$50, PTO/1 day, or Free Lunch)

**Town Center**

1. INet/CNet Installation – Complete

**Community Center**

- **Pantry – in progress**
- **Local Girls Scouts troop to utilize community center for troop meeting on the 2<sup>nd</sup> Monday of the month, starting in January.**

**Public Works Department:**

1. Recommendation for street paving in progress

**Events:**

1. Agape Anniversary Celebration
2. Halloween

**Reminders/Tips:**

- **Pets**
  - **Dogs should be on a leash**
    - Dogs not on leash can be impounded
    - 1<sup>st</sup> Offense is \$50; 2<sup>nd</sup> offense is \$200
  - **Pick up your dogs waste**
    - Violations are \$100



- **Managing Native Plants:**
  - **Strategic Pruning:** Pruning can help control height, shape, and prevent plants from shading out others.
  - **Weeding:** While some native plants may benefit from being left alone, overly aggressive species should be removed to maintain balance.
  - **Deadheading:** Removing spent flowers (deadheading) can encourage further blooming and prevent excessive reseeding.
  - **Mulching:** Mulching can help suppress weeds, retain moisture, and regulate soil temperature.
  
- **Utility Assistance:**
  - **Pepco:**
    - Call 202-833-7500
  - **WSSC:**
    - Contact PG Hopp Program at (30) 567-3330.
  - **Washington Gas:**
    - MD Dept of Human Resources at (800) 332-6347

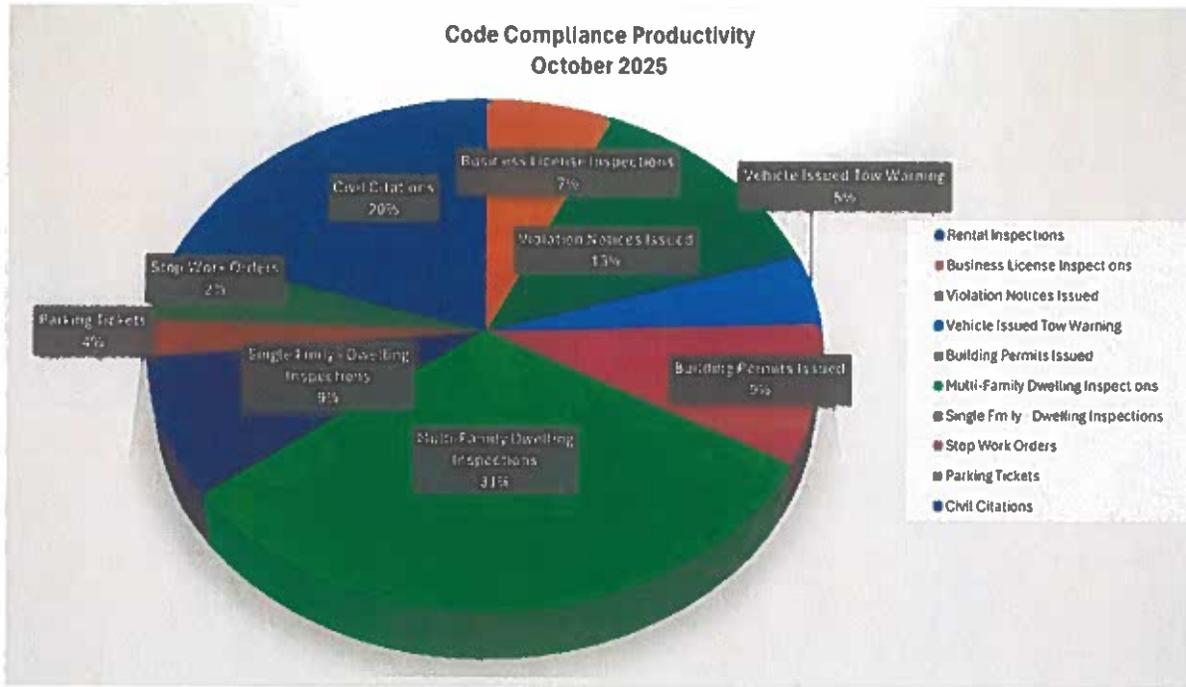
**Areas currently being maintained by PW within the town:**

Town Hall  
 Property next to Brentwood Market  
 Public Works Yard  
 Hill at Webster  
 Pocket Park  
 Bartlett Park  
 Veterans Park  
 Entrance of Trail (M-NCPPC does the actual trail)  
 Windom Rd Barrier including alley  
 Alley on 38th St. between Taylor and Shepherd  
 Alley on 40<sup>th</sup> St. across/near Pocket Park  
 Volta – area w/gate & lock  
 Alley behind daycare

**Submitted By: Shelley Dorsey-Washington**



**Town of Brentwood  
Code Compliance Data  
Fiscal Year: 2025**



Type	October	November	December
Rental Inspections			
Business License Inspections	3		
Violation Notices Issued	6		
Vehicle Issued Tow Warning	2		
Building Permits Issued	4		
Multi-Family Dwelling Inspections	14		
Single Family - Dwelling inspections	4		
Stop Work Orders	1		
Parking Tickets	2		
Civil Citations	9		
<b>Total Activities Performed</b>	<b>45</b>	<b>0</b>	<b>0</b>

**Events/Trainings:**

2 Events

**Alleged Nuisance Of Commercial Establishments:**

4313 38th Street (vacant lot)

4401 Rhode Island Avenue (vacant lot)

4100 Block of 40th Street (seeking abatement) - Court date 11/19/2025

4400 Block of 38th Street (seeking abatement) - Court date 12/17/2025





## PROCLAMATION

### NATIONAL NATIVE AMERICAN HERITAGE MONTH NOVEMBER 2025

**WHEREAS**, the history and culture of our great nation have been significantly influenced by American Indians and Indigenous peoples; and

**WHEREAS**, the contributions of American Indians have enhanced the freedom, prosperity, and greatness of America and

**WHEREAS**, the customs and traditions of Native and Indigenous Americans are respected and celebrated as part of our nation's rich legacy throughout the United States;

**WHEREAS**, Native American Awareness Week began in 1976, and recognition was expanded by Congress and approved by President George Bush in August 1990, designating the month of November as a National American Indian Heritage Month; and

**WHEREAS**, in honor of National American Indian Heritage Month, the 2025 theme *celebrating the contributions of Native Americans, recognizing their resilience and sovereignty, and honoring traditions* as well as numerous cultural, artistic, educational, and historical activities, have been planned;

**Now, Therefore, be it Proclaimed** that the Mayor and Town Council, declare November 2025 to be *National Native American Heritage Month* in the Town of Brentwood, Maryland.

**ATTEST:**

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Rocio Treminio-Lopez, Mayor

---

Larry Moran, Town Clerk



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Friday, November 7, 2025



## PROCLAMATION

*Friday, November 7, 2025*

**TOWN OF BRENTWOOD, MARYLAND  
ORDINANCE 2025-16**

**AN ORDINANCE REGULATING DOOR-TO-DOOR SOLICITATIONS  
WITHIN THE TOWN OF BRENTWOOD**

**WHEREAS**, the Town of Brentwood Mayor and Council find that unregulated solicitation can lead to harassment of residents, privacy concerns, and public safety issues; and

**WHEREAS**, the Town of Brentwood seeks to establish reasonable regulations to protect its citizens while respecting constitutional rights.

**Section 1. NOW, THEREFORE**, be it ordained by the Mayor and Council of the Town of Brentwood, by the Mayor and Council that Chapter 130 "Door-to-Door Solicitations", Article X "Regulations" be adopted and enacted as follows:

**CHAPTER 130 DOOR-TO-DOOR SOLICITATIONS**

**§ 130-1 PURPOSE**

THE PURPOSE OF THIS ORDINANCE IS TO REGULATE DOOR-TO-DOOR SOLICITATION IN ORDER TO PROTECT THE PEACE, SAFETY, AND PRIVACY OF RESIDENTS WITHIN TOWN OF BRENTWOOD.

**. § 130-2 DEFINITIONS**

FOR THE PURPOSES OF THIS ORDINANCE:

- **SOLICITATION** MEANS THE ACT OF GOING DOOR-TO-DOOR, OR APPROACHING PERSONS IN PUBLIC OR ON PRIVATE PROPERTY, FOR THE PURPOSE OF:
  - SELLING OR OFFERING FOR SALE GOODS, SERVICES, OR SUBSCRIPTIONS;
  - REQUESTING DONATIONS FOR ANY CAUSE;
  - DISTRIBUTING HANDBILLS OR FLYERS WITH A COMMERCIAL MESSAGE, EXCEPT TOWN OF BRENTWOOD RELATED NOTIFICATIONS.

- **SOLICITOR MEANS ANY PERSON, WHETHER PRINCIPAL, AGENT, OR EMPLOYEE, WHO ENGAGES IN SOLICITATION AS DEFINED ABOVE.**
- **NON-SOLICITATION SIGN MEANS A SIGN POSTED BY A RESIDENT OR PROPERTY OWNER INDICATING THAT SOLICITORS ARE NOT WELCOME.**

**§ 130-3 PROHIBITION OF SOLICITATION**

**(A) NO PERSON SHALL ENGAGE IN SOLICITATION WITHIN THE CORPORATE LIMITS OF THE TOWN OF BRENTWOOD WITHOUT FIRST OBTAINING A PERMIT FROM THE TOWN CLERK OR OTHER DESIGNATED OFFICIAL.**

**(B) SOLICITATION IS PROHIBITED AT ANY PROPERTY CLEARLY DISPLAYING A “NO SOLICITATION”, “NO TRESPASSING”, OR SIMILAR SIGN.**

**(C) SOLICITATION IS PROHIBITED:**

- **BEFORE 9:00 AM AND 1-HOUR AFTER SUNSET**

**§ 130-4. PERMIT APPLICATION**

**(A) ANY PERSON OR ENTITY SEEKING TO ENGAGE IN SOLICITATION SHALL SUBMIT ONE (1) WEEK IN ADVANCE OF SOLICITING A WRITTEN APPLICATION TO THE TOWN CLERK INCLUDING:**

- NAME, ADDRESS, AND CONTACT INFORMATION;
- NATURE OF THE GOODS/SERVICES OR CAUSE;
- DATES AND TIMES OF SOLICITATION;
- NAMES AND BACKGROUND INFORMATION OF ALL INDIVIDUALS WHO WILL BE SOLICITING.
- **PAYMENT OF PERMIT APPLICATION FEE**

**(B) A PERMIT MAY BE DENIED IF:**

- THE APPLICANT HAS BEEN CONVICTED OF A CRIME INVOLVING FRAUD, THEFT, OR VIOLENCE;
- THE APPLICATION IS INCOMPLETE OR CONTAINS FALSE INFORMATION.

**(C) ISSUED PERMITS SHOULD BE AVAILABLE FOR INSPECTION AT ALL TIMES WHEN SOLICITING IN THE TOWN OF BRENTWOOD.**

**§ 130-5. EXEMPTIONS**

**THE FOLLOWING ARE EXEMPT FROM THE PERMIT REQUIREMENT BUT MUST COMPLY WITH TIME AND “NO SOLICITATION” PROVISIONS:**

- POLITICAL CANVASSING;
- RELIGIOUS PROSELYTIZING;

- CHARITABLE OR NONPROFIT ORGANIZATIONS REGISTERED UNDER IRS 501(C)(3).

*NOTE: THESE ACTIVITIES ARE STILL SUBJECT TO REASONABLE TIME, PLACE, AND MANNER RESTRICTIONS.*

**§ 1306. ENFORCEMENT AND PENALTIES**

**(A) ANY VIOLATION OF THIS ORDINANCE IS A CIVIL INFRACTION PUNISHABLE BY:**

- A WARNING FOR A FIRST OFFENSE;
- A FINE NOT EXCEEDING \$150 FOR SUBSEQUENT OFFENSES;
- REVOCATION OF ANY ISSUED SOLICITATION PERMIT.

**(B) LAW ENFORCEMENT OFFICERS OR CODE OFFICERS MAY ENFORCE THIS ORDINANCE.**

**SECTION 2. SEVERABILITY**

IF ANY PROVISION OF THIS ORDINANCE IS HELD TO BE INVALID OR UNCONSTITUTIONAL, SUCH INVALIDITY SHALL NOT AFFECT THE REMAINING PROVISIONS.

**SECTION 3. EFFECTIVE DATE**

THIS ORDINANCE SHALL TAKE EFFECT 30 DAYS AFTER PASSAGE, IN ACCORDANCE WITH APPLICABLE LAW.

**READ AND ADOPTED THIS**   2nd   **of**   September   **2025.**

**ATTEST/WITNESS:**

**MAYOR & TOWN COUNCIL**

\_\_\_\_\_  
Larry Moran, Town Clerk

\_\_\_\_\_  
Rocio Treminio-Lopez, Mayor

\_\_\_\_\_  
Jerry Burgess, Vice Mayor

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Ordinance 2025-16

Julia Elrod, Council Member

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Glenn Harris, Jr., Council Member

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Juan Milan Arango, Council Member

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**CAPS** indicate matter added to existing law.

~~**STRIKETHROUGH**~~ indicates matter deleted from existing law.

DRAFT



Ordinance 2025-18  
1<sup>st</sup> Reading : Tuesday, November 18, 2025  
2<sup>nd</sup> Reading:

## ORDINANCE 2025-18

### AN ORDINANCE AMENDING CHAPTER 283, RELATING TO THE PRESERVATION OF THE URBAN TREE CANOPY OF THE TOWN OF BRENTWOOD, MARYLAND.

**WHEREAS**, the quality of life and the present and future health, safety, and welfare of all residents are our utmost priority; and,

**WHEREAS**, it is in the interest of the Town to protect, preserve, promote, and to the extent feasible expand the Town of Brentwood's urban forest; and

**WHEREAS**, the Town of Brentwood is a partner to achieve the ambitious statewide carbon mitigation objective set forth in the Tree Solutions Now Act of 2021 to plant and maintain 5 million native trees on public and private land by 2031, with at least 10% of these trees located in urban underserved areas of the state; and to achieve Prince George's County goals in the Climate Action Plan of 2022 to maintain 52 percent tree cover through 2030 and increase tree cover to 55 percent by 2050; and to continue to be recognized as a Tree City USA; and,

**WHEREAS**, the Town of Brentwood values an environment that is both safe and enjoyable, including our urban forest, which is an asset that deserves protection and management; and,

**WHEREAS**, the Town of Brentwood encourages climate adaptation and resilience, beautification, air cooling and purification, noise abatement, property value enhancement, biodiversity, and native Maryland habitats; and,

**WHEREAS**, the Town of Brentwood is committed to helping residents and businesses prevent and control the spread of diseases, to preserving trees in the path of development, and avoiding unnecessary costs associated with sewer clogging, sidewalk replacement, breaks in utilities, and tree-related accidents and injuries.

**SECTION 1. NOW, THEREFORE, BE ORDAINED**, that the Mayor and Council of the Town of Brentwood hereby establish that that Chapter 283 be, and is hereby, repealed, re-enacted and amended to read as follows:

#### Chapter 283 Trees AND URBAN TREE CANOPY PRESERVATION

§ 283-1 FINDINGS, Purpose, AND INTENT.

~~§ 283-2 Scope.~~

§ 283-2 DEFINITIONS.

§ 283-3 APPLICABILITY.

§ 283-4 PUBLIC PROPERTY - RESPONSIBILITIES.

~~§ 283-4 Actions affecting trees restricted; topping and disfigurement prohibited.~~

§ 283[-3] 5 TOWN TREE COMMITTEE.

~~§ 283-5 Official street tree species.~~

§ 283-6 PUBLIC PROPERTY - TREE CUTTING, PRUNING, MAINTENANCE, AND REMOVAL.

~~§ 283-7 Exceptions.~~

§ 283-7 PERMIT REQUIREMENTS.

§ 283-8 APPLICATION FOR PERMIT.

§ 283-9 CRITERIA FOR EVALUATING APPLICATIONS.  
§ 283-10 EXCEPTIONS.  
§ 283-11 TREE REPLACEMENT.  
§ 283-12 URBAN CANOPY FUND.  
§ 283-13 APPEALS.  
§ 283-6 14 ENFORCEMENT; VIOLATIONS AND PENALTIES.  
~~§ 283-7 Exceptions.~~

Section 1. SHORT TITLE. THIS ORDINANCE MAY BE REFERRED TO AS THE "TREE CANOPY ORDINANCE OF THE TOWN OF BRENTWOOD."

~~§ 283-1 Purpose.~~

~~The purpose of this chapter is to preserve, protect and promote the urban forest of Brentwood, which is part of a large ecosystem which contributes significantly to air, noise and visual pollution control, moderates climate extremes, promotes sound energy conservation and has a significant aesthetic value affecting property values and the Town's quality of life, and to establish a Town Tree Committee to be responsible for the tree program which regulates the planting, maintenance and removal of trees in public places. Other goals of this chapter are to promote public awareness of and pride in urban forests, to observe Arbor Day and to become a "Tree City, USA" community.]~~

§ 283-1 FINDINGS, Purpose, AND INTENT.

THE TOWN OF BRENTWOOD CONTAINS MANY SPECIES OF NATIVE MARYLAND AND NON-NATIVE TREES OF SIGNIFICANT SIZE AND QUALITY THAT CONTRIBUTE IN A POSITIVE WAY TO ITS ENVIRONMENT. TREES THAT ARE PROPERLY MAINTAINED INCREASE PROPERTY VALUES, MAINTAIN THE NATURAL ECOLOGY, TEMPER THE EFFECTS OF EXTREME TEMPERATURES, REDUCE RUNOFF, PREVENT EROSION OF TOPSOIL, AND HELP CREATE AND MAINTAIN THE IDENTITY AND VISUAL CHARACTER OF THE TOWN. TREES CAN HELP TO PROVIDE PROTECTION FROM FLOODING. THEY ALSO HELP TO COMBAT AIR POLLUTION. THIS CHAPTER IS INTENDED TO PROTECT AND PRESERVE SIGNIFICANT TREES AND CONTROL THE RE-SHAPING, REMOVAL OR RELOCATION OF THOSE TREES THAT PROVIDE BENEFITS FOR THE NEIGHBORHOOD OR THE ENTIRE COMMUNITY WHILE RECOGNIZING THAT THERE ARE RIGHTS TO DEVELOP PRIVATE PROPERTY.

THE MAYOR AND COUNCIL HEREBY FINDS THAT THE DESTRUCTION OF TREES COULD IMPAIR THE SCENIC BEAUTY OF THE AREA, CAUSE EROSION OF TOPSOIL, CREATE FLOOD HAZARD, WORSEN CLIMATE CHANGE, REDUCE BIODIVERSITY, REDUCE PROPERTY VALUES, AND INCREASE THE COST OF CONSTRUCTION AND MAINTENANCE OF DRAINAGE SYSTEMS THROUGH THE INCREASED FLOW AND DIVERSION OF SURFACE WATERS.

FOR THESE REASONS, THE MAYOR AND COUNCIL FINDS IT IN THE PUBLIC INTEREST, CONVENIENCE, AND NECESSITY TO ENACT ORDINANCES AS MAY BE REASONABLY CONSISTENT WITH THE ECONOMIC ENJOYMENT OF PRIVATE PROPERTY AND WHICH WILL REGULATE THE PLANTING, MAINTENANCE, RELOCATION, OR REMOVAL OF TREES WITHIN THE TOWN IN ORDER TO ENSURE THAT SUCH TREE WORK IS IN CONFORMANCE WITH THE INTERNATIONAL SOCIETY OF ARBORICULTURE (ISA) STANDARDS AND PREVENTS INVASIVE SPECIES.

OTHER INTENTIONS OF THIS CHAPTER ARE TO ESTABLISH AN URBAN CANOPY FUND TO ASSIST RESIDENTS AND BUSINESSES IN NEED AND A MUNICIPAL URBAN TREE MANAGEMENT PLAN AND TO DIRECT THE TOWN ADMINISTRATOR TO PROMOTE PUBLIC

AWARENESS OF AND PRIDE IN URBAN FORESTS, OBSERVE ARBOR DAY, AND REMAIN A "TREE CITY, USA" COMMUNITY.

ACTIONS OUTLINED IN THIS ORDINANCE WILL BE PURSUED IN AN EQUITABLE MANNER TO ADDRESS INEQUITIES THAT EXIST IN TREE CANOPY COVERAGE ACROSS THE TOWN AND TO SEEK TO PROTECT AND PLANT TREES WITH A FOCUS ON THE HEALTH AND SUSTAINABILITY OF THE URBAN FOREST AS A WHOLE TO HELP ENSURE THAT THE BENEFITS OF TREE CANOPY ARE DISTRIBUTED EQUITABLY AND THAT EQUITY IS PRIORITIZED IN THE DEVELOPMENT AND IMPLEMENTATION OF REGULATIONS AND PROCEDURES.

§ 283-2[ ~~Scope~~] DEFINITIONS.

~~[All trees in the public domain in Brentwood are considered a part of the Town's urban forest and are subject to the provisions of this chapter.]~~

FOR THE PURPOSE OF THIS CHAPTER THE FOLLOWING DEFINITIONS SHALL APPLY UNLESS THE CONTEXT CLEARLY REQUIRES OR INDICATES A DIFFERENT MEANING.

**CALIPER.** THE DIAMETER OF ANY TREE TRUNK MEASURED AT FOUR AND ONE-HALF (4.5) FEET ABOVE GROUND LEVEL.

**CANOPY.** THE TOTAL AREA OF TREE LEAVES ON A TREE OR TREES, THE TOTAL AREA OF BRANCHES AND STEMS OF A TREE OR TREES, OR ANY COMBINATION OF THE SAME FOR ALL TREES ON A TRACT OF LAND.

**CERTIFIED ARBORIST.** AN ARBORIST WHO HAS EARNED THE CREDENTIAL FROM THE INTERNATIONAL SOCIETY OF ARBORICULTURE (ISA) BY PASSING A COMPREHENSIVE EXAM COVERING ALL ASPECTS OF ARBORICULTURE. TO SIT FOR THE EXAM, THE ARBORIST MUST HAVE DOCUMENTED THREE YEARS OF ARBORICULTURAL EXPERIENCE OR A COMBINATION OF COLLEGE EDUCATION AND EXPERIENCE. PER THE MARYLAND TREE EXPERT LICENSING LAW, A CERTIFIED ARBORIST DOES NOT REQUIRE A MARYLAND TREE EXPERT LICENSE TO TREAT, CARE FOR OR REMOVE A TREE LESS THAN 20 FEET TALL.

**CUTTING.** THE DETACHING OR SEPARATING ANY LIVE LIMB OR BRANCH OVER ONE INCH IN DIAMETER FROM ANY TREE, ANY PRUNING WHICH CHANGES THE SHAPE OR NATURAL CHARACTER OF THE TREE OR ANY BRANCH REMOVAL THAT REMOVES MORE OF THE TREE CANOPY THAN RECOMMENDED UNDER ISA STANDARDS.

**DAMAGE.** ANY ACTION UNDERTAKEN WHICH CAUSES INJURY OR DEATH OF A TREE. THIS INCLUDES, BUT IS NOT LIMITED TO CUTTING, POISONING, OVERWATERING, HAZARDOUSLY RELOCATING OR TRANSPLANTING A TREE, OR THE TRENCHING, EXCAVATING OR PAVING WITHIN THE ROOT ZONE OF A TREE.

**DESIGNEE.** ANY PERSON OR PERSONS DESIGNATED BY THE TOWN ADMINISTRATOR OR TOWN TO ASSUME SOME OR ALL OF THE DUTIES OUTLINED IN CHAPTER 283.

**DEVELOPMENT.** ANY PERMANENT OR TEMPORARY CONSTRUCTION UNDERTAKEN THAT REQUIRES DISCRETIONARY APPROVAL FROM THE TOWN (A CONDITIONAL USE PERMIT, MAJOR USE PERMIT, BUILDING PERMIT, OR MINOR USE PERMIT).

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**DIAMETER AT BREAST HEIGHT (DBH) OF A TREE MEANS THE DIAMETER IN INCHES OF THE TREE TAKEN AT FOUR AND ONE-HALF (4.5) FEET ABOVE THE GROUND ON THE UPHILL SIDE OF THE TREE IN ACCORDANCE WITH THE INSTRUCTIONS SET FORTH IN THE MOST RECENT VERSION OF THE UNITED STATES FOREST SERVICE'S FOREST INVENTORY AND ANALYSIS NATIONAL CORE FIELD GUIDE. IF A TREE FORKS BELOW BREAST HEIGHT, IT IS CONSIDERED "A MULTI-TRUNK." A MEASURING TAPE CAN BE USED TO MEASURE TREE TRUNK CIRCUMFERENCE AND THEN THE CIRCUMSTANCE DIVIDED BY 3.14 TO DETERMINE DIAMETER.**

**HAZARDOUS TREE(S) OR CONDITION. A DEFECTIVE, DISEASED, DYING, OR DEAD TREE THAT ALSO POSES A HIGH RISK OF FAILURE OR FRACTURE WITH THE POTENTIAL TO CAUSE INJURY TO PEOPLE OR DAMAGE TO PROPERTY; OR A TREE THAT OBSTRUCTS THE VIEW OF TRAFFIC SIGNS OR THE FREE PASSAGE OF PEDESTRIANS OR VEHICLES, WHERE PRUNING ATTEMPTS HAVE NOT BEEN EFFECTIVE; OR IS CAUSING OBVIOUS DAMAGE TO STRUCTURES (SUCH AS BUILDING FOUNDATIONS, SIDEWALKS, ETC.); OR IS DETERMINED TO BE A THREAT TO PUBLIC HEALTH, SAFETY, AND/OR WELFARE. A TREE MAY BE DISEASED BUT NOT POSE A HIGH RISK OF FAILURE OR FRACTURE. AN ENTIRE TREE IS NOT HAZARDOUS IF THE HAZARD CAN BE ADDRESSED VIA PRUNING OR OTHER TREE MAINTENANCE MEASURES.**

**INVASIVE SPECIES. A SPECIES THAT IS NON-NATIVE TO THE TOWN, COUNTY, OR STATE'S ECOSYSTEM AND WHOSE INTRODUCTION CAUSES OR IS LIKELY TO CAUSE ECONOMIC OR ENVIRONMENTAL HARM OR HARM TO HUMAN HEALTH. INVASIVE SPECIES ARE DETERMINED BY THE MARYLAND DEPARTMENT OF NATURAL RESOURCES.**

**LANDMARK TREE. A TREE DESIGNATED AS A TREE OF HISTORIC OR CULTURAL SIGNIFICANCE AND OF IMPORTANCE TO THE COMMUNITY DUE TO ANY OF THE FOLLOWING FACTORS: IT IS ONE OF THE LARGEST OR OLDEST TREES OF THE SPECIES LOCATED IN THE TOWN; IT HAS HISTORICAL SIGNIFICANCE DUE TO AN ASSOCIATION WITH A HISTORIC BUILDING, SITE, STREET, PERSON OR EVENT; OR IT IS A DEFINING LANDMARK OR SIGNIFICANT OUTSTANDING FEATURE OF A NEIGHBORHOOD.**

**LICENSED TREE EXPERT. AN ARBORIST WHO HAS MET SPECIFIC MARYLAND LICENSING REQUIREMENTS. THESE REQUIREMENTS TYPICALLY INCLUDE A COMBINATION OF EDUCATION, EXPERIENCE, AND SUCCESSFUL COMPLETION OF A LICENSING EXAM. THE MARYLAND TREE EXPERT LICENSING LAW REQUIRES THAT ANYONE (AN INDIVIDUAL OR BUSINESS) WHO ADVERTISES OR REPRESENTS THEMSELVES AS AN ARBORIST, TREE SPECIALIST, TREE SURGEON, TREE EXPERT, OR SIMILAR TITLE, AND CHARGES A FEE FOR THAT SERVICE, MUST BE LICENSED. THIS INCLUDES SOMEONE WHO SIMPLY CUTS DOWN AND REMOVES TREES.**

**MAINTAIN OR MAINTENANCE. ACTIONS NEEDED FOR THE CONTINUED HEALTH OF A TREE INCLUDING, BUT NOT LIMITED TO, PRUNING, TRIMMING, FERTILIZING, WATERING, TREATING FOR DISEASE OR INJURY OR ANY OTHER SIMILAR ACT WHICH PROMOTES GROWTH, HEALTH, BEAUTY AND LIFE OF TREES.**

**NATIVE TREE. A LIVING TREE THAT OCCURS NATURALLY IN THE ECOREGION AND HABITAT WHERE, OVER THE COURSE OF EVOLUTIONARY TIME, IT HAS ADAPTED TO LOCAL PHYSICAL CONDITIONS AND CO-EVOLVED WITH THE OTHER SPECIES IN THE SYSTEM. A TREE NATIVE TO THE MID-ATLANTIC REGION THAT PRESERVES MARYLAND'S BIODIVERSITY.**

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**PROPERTY OWNER. ANY PERSON WHO, ALONE OR JOINTLY OR SEVERALLY WITH OTHERS:**

- A. HAS LEGAL OR EQUITABLE OWNERSHIP INTEREST IN REAL PROPERTY, INCLUDING A CONTRACT PURCHASER OF PROPERTY;**
- B. HAS A LEGAL, EQUITABLE OR BENEFICIAL INTEREST IN A CORPORATION, LIMITED LIABILITY COMPANY, PARTNERSHIP, LIMITED PARTNERSHIP, LIMITED LIABILITY PARTNERSHIP, TRUST OR OTHER ENTITY THAT HAS A LEGAL OR EQUITABLE OWNERSHIP INTEREST IN A RENTAL FACILITY; OR**
- C. HAS CHARGE, CARE OR CONTROL OF REAL PROPERTY AS PERSONAL REPRESENTATIVE, EXECUTOR, ADMINISTRATOR, TRUSTEE, GUARDIAN, OR CONSERVATOR OF THE ESTATE OF THE OWNER.**

**PROTECTED TREE. ANY TREE ON PUBLIC OR PRIVATE PROPERTY WITH A MEASURED CIRCUMFERENCE OF THIRTY (30) INCHES OR GREATER IN CIRCUMFERENCE MEASURED AT FOUR AND ONE-HALF (4.5) FEET ABOVE THE GROUND OR DIAMETER AT BREAST HEIGHT (DBH) OR NINE (9) INCHES DIAMETER AT DBH. A PROTECTED TREE INCLUDES ANY LANDMARK, NATIVE, OR SPECIMEN TREE. THIS DOES NOT INCLUDE EXEMPT TREES AND THOSE CLASSIFIED AS INVASIVE SPECIES BY THE MARYLAND DEPARTMENT OF NATURAL RESOURCES, MARYLAND DEPARTMENT OF THE ENVIRONMENT, PRINCE GEORGE'S COUNTY DEPARTMENT OF THE ENVIRONMENT OR OTHER STATE OR COUNTY OFFICIAL.**

**PRUNING. THE REMOVAL OF DEAD, DYING, DISEASED, LIVE INTERFERING, WATER SPROUTS, CROSSED LIMBS, WEAK BRANCHES, OR OTHER UNHEALTHY BRANCHING STRUCTURE ACCORDING TO THE MOST RECENT STANDARDS OF THE INTERNATIONAL SOCIETY OF ARBORICULTURE. SUCH REMOVAL SHALL NOT CHANGE THE NATURAL FORM OF THE TREE, SHALL NOT CONSIST OF STUBBING OR HEADING BACK BRANCHES, AND SHALL IN NO CASE CONSIST OF REMOVING MORE OF THE TOTAL TREE CANOPY THAN RECOMMENDED UNDER ISA STANDARDS.**

**PUBLIC PROPERTY. ALL GOVERNMENT EASEMENTS, PUBLIC RIGHTS OF WAY, AND ALL PROPERTY OWNED BY THE TOWN, COUNTY, STATE, OR FEDERAL GOVERNMENTS, OR THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION.**

**PUBLIC RIGHT-OF-WAY. LAND THE TITLE TO WHICH, OR AN EASEMENT FOR WHICH, IS HELD BY THE STATE, COUNTY, OR A MUNICIPALITY FOR USE AS A PUBLIC RIGHT-OF-WAY. PUBLIC RIGHT-OF-WAY INCLUDES ANY ROAD, STREET, ALLEY, OR OTHER EASEMENT OR RIGHT-OF-WAY AREA BENEFITING MORE THAN ONE (1) PARCEL OF LAND.**

**PUBLIC OR STREET TREES. ANY TREE – THE TRUNK OF WHICH – GROWS ALL, OR IN PART, WITHIN THE PUBLIC DOMAIN IN THE TOWN OF BRENTWOOD.**

**PUBLIC UTILITY. A PUBLIC UTILITY COMPANY AND A PUBLIC UTILITY COMPANY'S OFFICERS, EMPLOYEES, AND AGENTS.**

**REMOVAL. ACTUAL REMOVAL OR CAUSING THE EFFECTIVE REMOVAL THROUGH A DAMAGING OR OTHER INTENTIONAL ACTION OR OMISSION RESULTING IN THE DEATH OF A TREE WITHIN ONE (1) YEAR OF THE ACTION OR OMISSION.**

**ROADSIDE TREE. ANY TREE THAT GROWS ALL OR IN PART WITHIN A PUBLIC ROAD RIGHT-OF-WAY.**

**ROADSIDE TREE CARE EXPERT. AN INDIVIDUAL WHO:**

1. IS DESIGNATED TO SUPERVISE STREET TREE PLANTING AND MAINTENANCE OPERATIONS;
2. HAS PASSED THE MARYLAND DNR FOREST SERVICE'S EXAMINATION FOR ROADSIDE TREE CARE EXPERTS; AND
3. HAS BEEN APPROVED BY THE DNR FOREST SERVICE AS QUALIFIED TO SUPERVISE A GOVERNMENT'S TREE CARE PROGRAM.

**ROADSIDE TREE LAW.** THE STATE STATUTE AT NATURAL RESOURCES ARTICLE, SECTION 5-401 *ET SEQ.*, AND CODE OF MARYLAND ADMINISTRATIVE REGULATIONS 08.07.02.01 *ET SEQ.*

**SPECIMEN TREE.** ANY TREE MEETING THE CRITERIA ESTABLISHED BY RESOLUTION OF THE MAYOR AND COUNCIL BY SPECIES AND SIZE OF TREE WHICH IS THEREBY PRESUMED TO POSSESS DISTINCTIVE FORM, SIZE OR AGE, AND TO BE AN OUTSTANDING SPECIMEN OF A DESIRABLE SPECIES AND TO WARRANT THE PROTECTIONS OF THIS CHAPTER.

**TOWN.** TOWN OF BRENTWOOD, MARYLAND.

**TREE.** A PLANT WITH A WOODY STEM CAPABLE OF ACHIEVING A HEIGHT OF AT LEAST 20 FEET AT MATURITY.

**TREE CITY USA.** SINCE 1976, THE ARBOR DAY FOUNDATION'S TREE CITY USA PROGRAM HAS RECOGNIZED AND SUPPORTED THE CITIES AND LEADERS WHO CREATE PLACES TO PLAY, ROOM TO BREATHE, AND BEAUTY ON EVERY BLOCK. TO QUALIFY AS A TREE CITY USA COMMUNITY, YOU MUST MEET FOUR STANDARDS ESTABLISHED BY THE ARBOR DAY FOUNDATION AND THE NATIONAL ASSOCIATION OF STATE FORESTERS. THESE STANDARDS WERE ESTABLISHED TO ENSURE THAT EVERY QUALIFYING COMMUNITY WOULD HAVE A VIABLE TREE MANAGEMENT PROGRAM AND THAT NO COMMUNITY WOULD BE EXCLUDED BECAUSE OF SIZE.

**TREE COMMITTEE.** THE RESIDENT COMMITTEE ESTABLISHED BY THE MAYOR AND COUNCIL TO PRESERVE, PROTECT, AND PROMOTE THE URBAN FOREST OF THE TOWN.

**TREE EXPERT.** A CERTIFIED PROFESSIONAL FORESTER AND/OR CERTIFIED ARBORIST.

**TREE INVENTORY.** A LIST OF ALL TREES ON TOWN PROPERTY, INCLUDING THEIR SPECIES, LOCATION, AND CONDITION, AND ALL AVAILABLE PLANTING SITES FOR TREES.

**TREE PERMIT.** WRITTEN AUTHORIZATION BY THE TOWN ADMINISTRATOR OR DESIGNEE ON AN OFFICIAL TREE PERMIT APPLICATION, TO PERFORM AN ACTIVITY IDENTIFIED IN THIS CHAPTER ON AN APPLICABLE TREE REQUIRING A TREE PERMIT; UNLESS SPECIFIC REFERENCE IS MADE TO A MARYLAND DEPARTMENT OF NATURAL RESOURCES ROADSIDE TREE PERMITS.

**TREE PROTECTION ZONE.** THE AREA OF SOIL ON PUBLIC OR PRIVATE PROPERTY EXTENDING FROM A TRUNK WHERE ROOTS REQUIRED FOR FUTURE TREE HEALTH AND SURVIVAL ARE LOCATED. THIS AREA IS DEFINED AS A CYLINDER WITH MEASUREMENTS OF MINIMUM RADIUS OF ONE FOOT (1') FOR EVERY ONE INCH (1") IN TRUNK DIAMETER AT BREAST HEIGHT (4.5 FEET ABOVE GRADE) BY TWO FEET (2') BELOW THE SURFACE OF THE GROUND; OR AS THE LONGEST HORIZONTAL BRANCH PLUS ONE FOOT (1') AND BY THE SAME DEPTH; OR A SMALLER AREA AS DETERMINED BY THE TOWN ADMINISTRATOR IN A TREE IMPACT ASSESSMENT. ALSO KNOWN AS THE "CRITICAL ROOT ZONE."

URBAN CANOPY FUND. A FISCAL MECHANISM FOR THE TOWN TO COLLECT FEES AS ALTERNATIVE COMPLIANCE PAYMENTS, RECOMPENSE PAYMENTS, FINES AND PENALTIES FOR VIOLATION OF THIS CHAPTER, AND DONATIONS OR GRANTS FOR THE URBAN TREE MANAGEMENT PLAN AND PROGRAM. A DISBURSEMENT MECHANISM TO MAINTAIN AND ENHANCE THE COMMUNITY'S TREE CANOPY THROUGH EQUITABLE MEANS ON PUBLIC OR PRIVATE PROPERTY; FOR COMMUNITY EDUCATION MATERIALS, OUTREACH, OR PROGRAMS; OR FOR PUBLIC ASSISTANCE.

URBAN TREE MANAGEMENT PLAN. THE COMPREHENSIVE PLAN APPROVED BY THE MAYOR AND COUNCIL FOR EFFECTIVE AND PROACTIVE MANAGEMENT OF THE URBAN FOREST WITHIN THE TOWN TO ENSURE THAT THE COMMUNITY WILL ENJOY THE BENEFITS OF TREES THROUGH PROPER ARBORICULTURAL TECHNIQUES AND MANAGEMENT PRACTICES AND TO ASSURE SAFETY IN THE COMMUNITY.

UNIMPROVED LOT. A LOT WITHOUT HABITABLE STRUCTURE OR A PART OF A HABITABLE STRUCTURE ON IT.

~~§ 283-3 Town Tree Committee;~~

~~A. Creation. There shall be created a committee to be known and designated as the "Town Tree Committee" composed of five members. The terms of the members shall be three years. All members shall serve without pay. Vacancies caused by death, resignations or otherwise shall be filled by the Mayor with the approval of the Council.~~

~~B. Duties and responsibilities. It shall be the responsibility of the Committee to study, investigate, counsel, develop and/or update annually and administer a written plan for the care, preservation, pruning, replanting, removal or disposition of trees and shrubs in parks, along streets and in other public areas. Such a plan will be presented annually to the Town Council and, upon its acceptance and approval, shall constitute the Official Comprehensive Town Tree Plan for the Town. A tree may be removed by recommendation of the Committee and the State Forester and approval of the Mayor and Town Council if it is affected by untreatable injurious fungus, insect or other pests.]~~

§ 283-3 APPLICABILITY.

THIS CHAPTER IS APPLICABLE TO ALL TYPES OF EXISTING INDUSTRIAL, COMMERCIAL, RESIDENTIAL, SINGLE-FAMILY AND MULTIFAMILY DEVELOPMENT; TO NEW DEVELOPMENT, UNDERDEVELOPED PROPERTIES, OR UNDEVELOPED PROPERTIES; AND TO ALL ZONING DISTRICTS. THE FOLLOWING TREES ARE CONSIDERED TO BE PART OF THE TOWN'S URBAN FOREST AND ARE SUBJECT TO THE PROVISIONS OF THIS CHAPTER:

- A. PUBLIC OR STREET TREES AND THEIR TREE PROTECTION ZONES, WHICH ARE THOSE TREES AND THE AREA SURROUNDING THEM IN THE PUBLIC RIGHT-OF-WAY OR ON PROPERTY OWNED BY THE TOWN OR ANY GOVERNMENTAL AGENCY, INCLUDING ALL TREES IN THE PUBLIC DOMAIN IN BRENTWOOD.
- B. PROTECTED TREES AND THEIR TREE PROTECTION ZONES.
- C. TREES AND THEIR TREE PROTECTION ZONES, REGARDLESS OF SIZE OR LOCATION THAT WERE PLANTED:
  1. PURSUANT TO A REFORESTATION REQUIREMENT CONTAINED IN A DECISION GRANTING A PERMIT BY ANY GOVERNMENT OR GOVERNMENTAL UNIT,
  2. WITH GOVERNMENT FUNDING, OR
  3. PURSUANT TO GOVERNMENT PROGRAMS.

~~§ 283-4 Actions affecting trees restricted; topping and disfigurement prohibited.~~

- ~~A. [No person shall remove or destroy or cause the removal or destruction of a tree on any public property or undertake construction or other action that may significantly and permanently detract from the health or growth of a tree without first having obtained permission from the Town Clerk, which shall only be issued upon the presentation of an application bearing the approval of the Mayor and Town Council.]~~
- ~~B. [It is unlawful as a normal practice for any person, firm or Town department to top any street, park or other tree on public property to such a degree as to remove the normal canopy and disfigure the tree. Trees severely damaged by storms or other causes or certain trees under utility lines or other obstructions where other pruning practices are impractical may be exempted from this chapter (as determined by the Town Tree Committee).]~~

**§ 283-4 PUBLIC PROPERTY - RESPONSIBILITIES.**

**A. THE TOWN ADMINISTRATOR SHALL:**

- 1. BY USE OF TOWN EMPLOYEES, PRIVATE CONTRACTORS OR AUTHORIZED VOLUNTEERS, PLANT, MAINTAIN, REMOVE, OR OTHERWISE CARE FOR TREES ON PUBLIC PROPERTY IN CONSULTATION WITH THE TREE COMMITTEE AND A CERTIFIED ARBORIST OR LICENSED TREE EXPERT, WHO SHALL NOT HAVE ANY CONFLICTS OF INTEREST – FINANCIAL OR OTHERWISE – IN REGARD TO CONTRACTORS HIRED TO CONDUCT THE FINAL ACTION.**
- 2. GIVE DUE CONSIDERATION TO THE URBAN FOREST PRESERVATION PRINCIPLES EMBODIED IN THIS CHAPTER AND APPLY THE SAME CRITERIA IN THIS CHAPTER FOR TREE PLANTING, CARE, REMOVAL, AND PROTECTION DECISIONS REGARDING PUBLIC TREES AS ARE REQUIRED OF PRIVATE PERSONS.**
- 3. IN COORDINATION WITH THE TREE COMMITTEE, PREPARE AND SUBMIT AN ANNUAL PROGRAM FOR TREE PLANTING AND TREE CARE IN PUBLIC PLACES OF THE TOWN AND AN ANNUAL BUDGET REQUEST TO SUPPORT THE FUNCTIONS DESCRIBED IN THIS CHAPTER. THE BUDGET REQUEST WILL INCLUDE A MINIMUM \$2 PER CAPITA ON URBAN FORESTRY TO ACHIEVE TREE CITY USA DESIGNATION.**
- 4. INSPECT THE PLANTING, MAINTENANCE AND REMOVAL OF ALL PUBLIC OR STREET TREES.**
- 5. MAKE DETERMINATIONS ON PUBLIC OR STREET TREE REMOVAL OR CARE BASED ON TREE REPORTS PREPARED BY CERTIFIED ARBORISTS OR LICENSED TREE EXPERTS, OTHER RELEVANT FACTS, AND ON ESTABLISHED PUBLIC TREE REMOVAL CRITERIA.**
- 6. IN COORDINATION WITH CODE ENFORCEMENT, REVIEW DEVELOPMENT AND CONSTRUCTION PLANS AS THEY AFFECT MATURE, LANDMARK, LANDMARK-ELIGIBLE, NATIVE, PUBLIC AND SPECIMEN TREES.**
- 7. WITHIN TWO (2) YEARS OF THE ADOPTION OF THIS ORDINANCE, WITH THE ADVICE AND PARTICIPATION OF THE TREE COMMITTEE, PREPARE, ADHERE TO, AND KEEP UPDATED A THREE-YEAR URBAN TREE MANAGEMENT PLAN TO BE PRESENTED TO THE MAYOR AND COUNCIL FOR THEIR APPROVAL. WHEN APPROVED BY THE MAYOR AND COUNCIL, THE PLAN WILL BE PLACED ON FILE WITH THE TOWN CLERK AND POSTED PUBLICLY. REVISIONS OR CHANGES MUST HAVE INPUT FROM THE TREE COMMITTEE AND THE APPROVAL OF THE MAYOR AND COUNCIL. THE PLAN WILL CONSIST OF THE MASTER TREE LIST; ANNUAL TREE MAINTENANCE STANDARDS AND SCHEDULE; RECOMMENDATIONS, AND OTHER PROPOSALS AS NECESSARY OR REQUESTED**

BY THE COUNCIL; AND A PROCESS FOR CONTINUAL UPDATE AND IMPROVEMENT PLAN ELEMENTS.

- B. COORDINATION AMONG TOWN DEPARTMENTS. ALL TOWN DEPARTMENTS WILL COORDINATE AS NECESSARY TO PROVIDE THE SERVICES REQUIRED TO ENSURE COMPLIANCE WITH THIS CHAPTER INCLUDING AREAS NOT UNDER THEIR DIRECT JURISDICTION. ALL DEPARTMENTS, AGENCIES AND PERSONNEL OF THE TOWN SHALL CONSULT WITH THE TOWN ADMINISTRATOR PRIOR TO ENGAGING IN ANY ACTION WHICH WOULD REQUIRE THE REMOVAL OF, OR WHICH WOULD OTHERWISE SUBSTANTIALLY AFFECT OR SERIOUSLY JEOPARDIZE THE HEALTH OF ANY EXISTING PUBLIC TREE.
- C. ROADSIDE TREES. TO ADHERE TO THE MARYLAND ROADSIDE TREE LAW REGULATIONS, THE TOWN ADMINISTRATOR SHALL APPLY FOR A MARYLAND DNR *ROADSIDE TREE BLANKET PERMIT* AND DESIGNATE OR CONTRACT WITH A ROADSIDE TREE CARE EXPERT, WHO WILL SUPERVISE ALL ROADSIDE TREE WORK PERFORMED BY THE TOWN, ASSIST IN MAINTAINING THE TOWN'S TREE INVENTORY, PERFORM TREE ASSESSMENTS AND ISSUE DECISIONS REGARDING TREE PERMIT APPLICATIONS THAT IMPACT ROADSIDE TREES, SERVE AS THE TOWN ARBORIST IF THE ROADSIDE TREE CARE EXPERT IS A LICENSED TREE EXPERT, AND SHALL NOT HAVE ANY CONFLICTS OF INTEREST – FINANCIAL OR OTHERWISE – IN REGARD TO CONTRACTORS HIRED REGARDING ROADSIDE TREES NOR BE AFFILIATED WITH THE ENTITY THAT WILL CONDUCT THE REMOVAL.

~~{§ 283-5 Official street tree species}.~~

~~{The official street tree species list is to be established.}~~

§ 283-5 TOWN TREE COMMITTEE.

- A. CREATION. THERE SHALL BE CREATED A COMMITTEE TO BE KNOWN AND DESIGNATED AS THE "TOWN TREE COMMITTEE" COMPOSED OF AT LEAST THREE MEMBERS. ALL MEMBERS SHALL SERVE WITHOUT PAY. VACANCIES CAUSED BY DEATH, RESIGNATIONS OR OTHERWISE SHALL BE FILLED BY THE MAYOR WITH THE APPROVAL OF THE COUNCIL.
- B. DUTIES AND RESPONSIBILITIES. THE TREE COMMITTEE SHALL:
1. ASSIST WITH THE DEVELOPMENT OF AND OVERSEE IMPLEMENTATION OF THE URBAN TREE MANAGEMENT PLAN DESCRIBED IN THIS CHAPTER.
  2. NOTIFY THE MAYOR AND COUNCIL OF SIGNIFICANT EVENTS RELATED TO THE URBAN TREE CANOPY.
  3. RECOMMEND CHANGES IN LAW OR OTHER ACTIONS THE MAYOR AND COUNCIL MAY WISH TO TAKE TO PROTECT AND PROMOTE THE URBAN CANOPY.
  4. INITIATE RECOMMENDATIONS TO SEEK AVAILABLE FUNDING TO SUPPORT DIRECTIVES WITHIN THIS CHAPTER.
  5. MAKE EVERY EFFORT TO ADVISE TOWN RESIDENTS AND PROPERTY OWNERS OF ANY TREES WORTHY OF PRESERVATION ON THEIR PROPERTY, AND OF ANY CONDITIONS ON THEIR PROPERTY, SUCH AS THE PRESENCE OF CERTAIN CONDITIONS (E.G., KUDZU VINES, SPONGY MOTH EGG SACS) WHICH ARE KNOWN, OR MAY REASONABLY BE EXPECTED, TO ENDANGER THE HEALTH OF ANY TREE.

6. SPONSOR AND/OR COORDINATE EDUCATIONAL ACTIVITIES THAT INCREASE PUBLIC APPRECIATION OF THE AESTHETIC, HISTORICAL, AND ECOLOGICAL VALUE OF TREES ON PUBLIC AND PRIVATE LAND.
7. ENCOURAGE RESIDENTS OF THE TOWN TO ADOPT PLANTING, MAINTENANCE, AND REMOVAL PRACTICES THAT PROMOTE AND PROTECT HEALTHY TREES ON PRIVATE LAND.
8. PERFORM ANY OTHER TREE-RELATED DUTIES ASSIGNED BY THE MAYOR AND COUNCIL BY ORDINANCE OR RESOLUTION.

~~{§ 283-6 Enforcement, violations and penalties.}~~

~~A. {Municipal infractions.}~~

- ~~1. Any of the following shall constitute a municipal infraction for which a citation may be issued:~~

- ~~i. Doing any of the acts prohibited in § 283-4 without written permission.~~
- ~~ii. Any violation of an order of the Tree Committee, including but not limited to the violation or nonperformance of conditions imposed in connection with the issuance of a permit. {1}~~

~~{1} Editor's Note: Amended at time of adoption of Code (see Ch. 1, General Provisions, Art. 1).~~

~~D).~~

- ~~2. The fine for each violation shall be \$50 per tree affected, plus \$25 per inch of tree circumference greater than 24 inches, measured 4 1/2 feet above ground level, with a maximum fine of \$100 per tree affected; and a fine of \$200 for each repeat of that offense.}~~

~~B. {Misdemeanors.}~~

- ~~1. {It shall be a misdemeanor to do any of the following:~~

- ~~i. Any of the acts specified above to three or more trees which are part of the urban forest, whether or not such trees are located on the same property.~~
- ~~ii. Any of the acts prohibited after permission has been denied.~~

- ~~2. A misdemeanor violation of this chapter shall be punishable by a mandatory fine of \$50 for each tree affected, plus \$25 per inch of tree circumference greater than 24 inches, measured 4 1/2 feet above ground level, to a maximum of \$500 per tree or such other greater maximum as may be permitted by state law. The minimum fine may be suspended only upon a finding that the violation was the first offense by the party charged and that there was no willingness involved.}~~

§ 283-6 PUBLIC PROPERTY - TREE CUTTING, PRUNING, MAINTENANCE, AND REMOVAL.

- A. NO PERSON SHALL REMOVE, TRIM, CUT, DESTROY, OR ALLOW, OR CAUSE THE REMOVAL OR DESTRUCTION OF, OR UNDERTAKE ANY ACTION THAT COULD IMPAIR THE HEALTH OR GROWTH OF A TREE OF ANY SIZE OR DESCRIPTION IN A PUBLIC PLACE OR ON AN UNIMPROVED LOT WITHOUT FIRST OBTAINING A PERMIT AND PAYING THE COSTS OF SERVICE AND REPLACEMENT AT RATES ESTABLISHED BY THE TOWN. THIS DOES NOT INCLUDE EXEMPT TREES AND THOSE CLASSIFIED AS INVASIVE SPECIES BY THE MARYLAND DEPARTMENT OF NATURAL RESOURCES, MARYLAND DEPARTMENT OF THE ENVIRONMENT, PRINCE GEORGE'S COUNTY DEPARTMENT OF THE ENVIRONMENT OR OTHER STATE OR COUNTY OFFICIAL. ANY SUCH REQUEST WILL BE CONSIDERED BASED ON THE PROVISIONS OF THIS CHAPTER, ESTABLISHED PUBLIC TREE REMOVAL CRITERIA, OTHER ONGOING PUBLIC WORK, AND AVAILABLE RESOURCES. IT SHALL BE UNLAWFUL FOR ANY PERSON TO HINDER, PREVENT, DELAY, OR INTERFERE WITH THE TOWN

ADMINISTRATOR OR DESIGNEE WHILE ENGAGED IN THE LAWFUL EXECUTION OR ENFORCEMENT OF THIS CHAPTER.

- B. **PLANTING.** TO ENSURE THAT STREET TREE SELECTION AND PLACEMENT CONFORMS WITH MUNICIPAL STANDARDS, ALL TREES SELECTED AND PLANTED ON PUBLIC PROPERTY SHALL BE LOCATED AND PLANTED IN ACCORDANCE WITH THE URBAN TREE MANAGEMENT PLAN UNDER THE SUPERVISION OF THE TOWN ADMINISTRATOR OR TOWN ROADSIDE TREE EXPERT. RESIDENTS, BUSINESSES, AND OTHER ENTITIES SHALL NOT PLANT IN PUBLIC PROPERTY WITHOUT PRIOR APPROVAL FROM THE TOWN ADMINISTRATOR OR DESIGNEE.
- C. **PRUNING.** THE OBJECTIVE OF PRUNING IS TO PRODUCE STRONG, HEALTHY, ATTRACTIVE TREES THAT DO NOT POSE A HAZARD AND DO NOT OBSTRUCT A PUBLIC RIGHT-OF-WAY. THE TOWN ADMINISTRATOR OR ROADSIDE TREE CARE EXPERT MAY INITIATE THE PRUNING OF A TREE ON PUBLIC PROPERTY TO SELECTIVELY REMOVE BRANCHES FOR MAINTENANCE OF THE TREE FOLLOWING THE GUIDELINES OUTLINED IN THE URBAN TREE MANAGEMENT PLAN OR ISA STANDARDS. PRUNING TREES ON PUBLIC PROPERTY BY THE TOWN OR ITS AGENTS DOES NOT REQUIRE NOTIFICATION OF THE PUBLIC OR THE TREE COMMITTEE. A LICENSED TREE EXPERT, CERTIFIED ARBORIST, OR THE TOWN'S ROADSIDE TREE CARE EXPERT MUST SUPERVISE ANY PRUNING OF PUBLIC TREES BY A CONTRACTOR, TOWN EMPLOYEES, TREE COMMITTEE, OR AUTHORIZED VOLUNTEERS. ON AN EMERGENCY BASIS TO PREVENT HARM TO LIFE OR PROPERTY, THE TOWN ADMINISTRATOR MAY ORDER THE TRIMMING OF TREES WITHOUT FOLLOWING THE PROCEDURE OUTLINED IN THIS SECTION.
- D. **REMOVAL.** REMOVAL MAY BE NECESSARY IF A TREE IS DYING, DEAD, OR HAZARDOUS ON PUBLIC PROPERTY. FOR THE PROPOSED REMOVAL OF TREES ON PUBLIC PROPERTY, THE TOWN ADMINISTRATOR SHALL ISSUE A REMOVAL PERMIT IN CONSULTATION AND BASED ON AN ASSESSMENT BY THE TOWN'S ROADSIDE TREE EXPERT, A LICENSED TREE EXPERT, OR CERTIFIED ARBORIST WHO SHALL NOT HAVE ANY CONFLICTS OF INTEREST – FINANCIAL OR OTHERWISE – IN REGARD TO CONTRACTORS HIRED TO CONDUCT THE REMOVAL NOR BE AFFILIATED WITH THE ENTITY THAT WILL CONDUCT THE REMOVAL. THE TOWN ADMINISTRATOR SHALL ADVISE THE MAYOR, COUNCIL, AND TREE COMMITTEE OF THE PROPOSED REMOVAL. THE TOWN SHALL POST A COPY OF THE REMOVAL PERMIT IN PLAIN VIEW ON THE TREE TO BE REMOVED. THE NOTICE MUST PROVIDE TEN (10) BUSINESS DAYS FROM THE POSTING FOR FILING OBJECTIONS TO REMOVAL. IF AN OBJECTION IS FILED WITH THE TOWN, THE TREE COMMITTEE SHALL REVIEW THE OBJECTION AND SUBMIT ITS RECOMMENDATION AT THE NEXT TOWN COUNCIL MEETING UNLESS EMERGENCY REMOVAL IS REQUIRED. IF A PERMIT IS ISSUED FOR THE REMOVAL OF A TREE ON PUBLIC PROPERTY, THE TOWN ADMINISTRATOR SHALL REFER TO THE URBAN TREE MANAGEMENT PLAN TO DETERMINE IF A REPLACEMENT TREE IS PLANTED OR OTHER ACTION TAKEN AT THE SITE.
- E. **PUBLIC UTILITIES.** UNDER THE CODE OF MARYLAND REGULATIONS, MARYLAND ELECTRICITY SERVICE QUALITY AND RELIABILITY ACT, AND RULE MAKING 43 ("RM43"), PRUNING REQUIREMENTS ARE SET TO A FOUR-YEAR GROWTH CYCLE AND PEPCO IS REQUIRED TO PROVIDE WRITTEN NOTICE OF ANY CYCLICAL, PLANNED VEGETATION MANAGEMENT ACTIVITIES TO A PRIMARY CONTACT FOR EACH

MUNICIPALITY AFFECTED AT LEAST 2 MONTHS BEFORE COMMENCING THE ACTIVITIES UNLESS THE MUNICIPALITY NOTIFIES THE UTILITY THAT WRITTEN NOTIFICATION IS NOT REQUIRED. PEP CO MUST ALSO NOTIFY OWNERS OR OCCUPANTS AT LEAST SEVEN AND NO MORE THAN 120 DAYS BEFORE THEY PLAN TO BEGIN WORK ON THE CIRCUIT THAT SERVES THEM. PUBLIC UTILITIES MAY PRUNE OR REMOVE A TREE ON PUBLIC PROPERTY AFTER ACQUIRING THE REQUIRED TOWN AND STATE PERMITS AND MUST PERFORM PROFESSIONALLY ACCEPTED TREE MAINTENANCE AS OUTLINED BY THE ISA'S BEST MANAGEMENT PRACTICES. VEGETATION MANAGEMENT BY PUBLIC UTILITIES MUST BE SUPERVISED ON SITE BY THE PUBLIC UTILITY'S LICENSED TREE EXPERT AND BRENTWOOD CODE ENFORCEMENT. THE TOWN MAY REQUIRE THE UTILITY TO PROVIDE REPLACEMENT TREES, ASSIST WITH A REFORESTATION PROJECT WITHIN THE TOWN, OR PAY INTO THE TOWN'S URBAN CANOPY FUND.

**§ 283-7-~~Exceptions~~: PERMIT REQUIREMENTS.**

- A. EXCEPT WHEN REQUIRED TO DO SO IN AN EMERGENCY – OR WHEN EXEMPTED BY THE TOWN BECAUSE OF IMMINENT DANGER TO THE PUBLIC HEALTH, SAFETY, OR GENERAL WELFARE – NO PERSON, BUSINESS, APPLICANT FOR NEW CONSTRUCTION OR DEVELOPMENT, OR OTHER ENTITY SHALL PERFORM CUTTING OR PRUNING OF LIVE LIMBS WITH A DIAMETER EQUAL TO OR GREATER THAN ONE-THIRD OF THE DIAMETER OF THE TREE, OR REMOVE, DESTROY, DISFIGURE, RELOCATE, RESHAPE, OR CAUSE THE AFOREMENTIONED TO ANY TREE COVERED IN § 283-3 APPLICABILITY WITHOUT HAVING FIRST OBTAINED A PERMIT TO DO SO.
- B. ALL REMOVED OR DISFIGURED TREES COVERED BY THIS ORDINANCE SHALL ALSO REQUIRE REPLACEMENT PURSUANT TO § 283-11.
- C. ANY TREE WORK FOR HIRE MUST BE PERFORMED BY A CERTIFIED ARBORIST OR LICENSED TREE EXPERT IN GOOD STANDING WITH THE MARYLAND DEPARTMENT OF NATURAL RESOURCES.
- D. A ONE-YEAR PRUNING PERMIT FOR LIVE LIMBS WITH A DIAMETER EQUAL TO OR GREATER THAN ONE-THIRD OF THE DIAMETER OF A TREE COVERED IN § 283-3, MAY BE ISSUED UNDER THE FOLLOWING CIRCUMSTANCES:
  1. THE WORK IS CONDUCTED BY A CERTIFIED ARBORIST OR LICENSED TREE EXPERT IN GOOD STANDING WITH THE MARYLAND DEPARTMENT OF NATURAL RESOURCES; AND
  2. THE APPLICANT HAS AGREED IN WRITING TO PERFORM WORK IN ACCORDANCE WITH THE INTERNATIONAL SOCIETY OF ARBORICULTURE'S BEST MANAGEMENT PRACTICES; AND
  3. THE APPLICANT HAS SUBMITTED A WRITTEN PROTOCOL DESCRIBING THE PROPOSED ACTIVITY.
- E. PER § 283-6(E), THE TOWN ABIDES BY THE REGULATIONS FOR PUBLIC UTILITIES AND SHALL NOT DENY A PUBLIC UTILITY THE RIGHT TO TRIM OR REMOVE A PRIVATE PROPERTY TREE THAT FALLS UNDER THE APPLICABILITY OF THIS CHAPTER. THE PROPERTY OWNER IS RESPONSIBLE FOR APPLYING FOR ANY TREE PERMIT, PAYING THE FEE(S), AND ABIDING BY THE SPIRIT OF THIS CHAPTER TO RETAIN AS MANY TREES IN AS BEST HEALTH POSSIBLE. PUBLIC UTILITIES OR THEIR SUB-CONTRACTOR, WHOSE WORK IS PERFORMED OR SUPERVISED BY A LICENSED TREE EXPERT, MAY RECEIVE A YEARLY PERMIT FOR ALL TREES TO BE PRUNED BUT SHALL DEMONSTRATE TO THE TOWN'S SATISFACTION THE USE OF ISA BEST PRACTICES FOR ALL WORK. ALL OTHER PERMITS SHALL BE SITE-SPECIFIC. TENANTS OF ANY PROPERTY SHALL HAVE THE EXPRESS WRITTEN CONSENT OF THE OWNER PRIOR TO REMOVING OR CUTTING ANY TREES ON THE PROPERTY, AND PRIOR TO OBTAINING

ANY REQUIRED PERMITS. VEGETATION MANAGEMENT BY PUBLIC UTILITIES MUST BE SUPERVISED ON SITE BY THE UTILITY'S LICENSED TREE EXPERT AND BRENTWOOD CODE ENFORCEMENT.

- F. THE RECIPIENT OF THE PERMIT SHALL PROMINENTLY DISPLAY EACH TREE PERMIT, WHERE IT CAN BE EASILY SEEN FROM THE STREET AS SOON AS POSSIBLE AFTER IT IS OBTAINED.

§ 283-8 APPLICATION FOR PERMIT.

- A. A PERMIT APPLICATION SHALL BE SUBMITTED WITH THE FEE AS SPECIFIED IN THE MASTER FEE SCHEDULE OR RESOLUTION OF THE MAYOR AND COUNCIL OR WITH A REQUEST FOR FINANCIAL ASSISTANCE AS OUTLINED IN § 283-12 .
- B. THE APPLICATION SHALL INCLUDE A SITE MAP IDENTIFYING THE NUMBER; LOCATION; TYPE(S) OF THE TREE(S); THE PROPOSED ACTION AS OUTLINED IN § 283-7; THE REASON FOR SUCH ACTION; AND – IF APPLICABLE – PROPOSED ACTIONS FOR TREE REPLACEMENT.
- C. THE APPLICATION SHALL BE SUBMITTED AND APPROVED PRIOR TO ANY ACTION TAKEN.
- D. THE APPLICANT MAY SUBMIT A REPORT OR OTHER EXPERT EVIDENCE FROM A CERTIFIED ARBORIST OR LICENSED TREE EXPERT FOR CONSIDERATION.
- E. THE APPLICATION SHALL BE PRESENTED TO THE MAYOR AND COUNCIL FOR ACTION AT THEIR NEXT REGULAR MEETING, OR IF AUTHORIZED BY THE MAYOR AND COUNCIL, THE TOWN MAY ISSUE SAID PERMIT IMMEDIATELY.
- F. THE TOWN MAY APPROVE OR DENY THE APPLICATION AND MAY REQUIRE TREE REPLACEMENT AS A CONDITION PURSUANT TO § 283-11.
- G. THE TREE PERMIT MUST BE POSTED IN A PROMINENT LOCATION AT THE SUBJECT PROPERTY UNTIL THE COMPLETION OF THE WORK OUTLINED WITHIN THE TREE PERMIT.
- H. FEES SHALL BE WAIVED FOR APPLICATIONS MADE BY A DEPARTMENT OF THE TOWN OF BRENTWOOD ON ITS OWN BEHALF.

§ 283-9 CRITERIA FOR EVALUATING APPLICATIONS.

THE FOLLOWING CRITERIA WILL BE USED WHEN EVALUATING PERMIT APPLICATIONS:

- A. THE CONDITION OF THE EXISTING TREE WITH RESPECT TO DISEASE, HAZARD, OR DEADWOOD.
- B. THE HAZARD OF A TREE IN ITS PRESENT CONDITION OR LOCATION TO THE PUBLIC OR TO OTHER TREES.
- C. INTERFERENCE WITH EXISTING UTILITIES (E.G., SEWER LINES, POWER LINES) OR PUBLIC AMENITIES (E.G., SIDEWALKS).
- D. WHETHER THE TREE IS A LANDMARK, NATIVE, OR SPECIMEN TREE.
- E. REASONABLE USE OF THE PROPERTY.
- F. STORMWATER OR EROSION MANAGEMENT (E.G., A TREE ANCHORING A SLOPE; REMOVAL OR DISTURBANCE WOULD CAUSE EROSION, INCREASE THE FLOW OF SURFACE RUNOFF, OR CAUSE A DIVERSION OF WATER THAT WOULD AFFECT DOWNSTREAM PROPERTIES).
- G. THE EFFECT ON PROPERTY VALUES, INCLUDING SURROUNDING PROPERTIES.
- H. PRESERVATION EFFORTS REGARDING THE CHARACTER OF THE AREA.
- I. IF ALTERNATIVES AND OTHER RECOURSE WERE CONSIDERED AND IF A REMEDY EXISTS (E.G., TRIMMING OR RESHAPING LIMBS, PRUNING OR REDIRECTING ROOTS).
- J. THE DEGREE OF HARDSHIP SUFFERED BY THE LANDOWNER.

§ 283-10 EXCEPTIONS.

- A. ROUTINE MAINTENANCE OF TREES SHALL NOT REQUIRE A PERMIT. HOWEVER, THIS MAINTENANCE SHALL INCLUDE ONLY PRACTICES THAT ARE APPROVED BY THE INTERNATIONAL SOCIETY OF ARBORICULTURE OR PRACTICES AUTHORIZED BY THE TOWN.
- B. TREE EMERGENCY:
  - 1. IF PERSONAL INJURY OR PROPERTY DAMAGE IS DETERMINED BY A DESIGNEE OF THE TOWN TO BE IMMINENT DUE TO THE HAZARDOUS CONDITION OF A TREE, OR IF THE TREE IS AN IMMEDIATE IMPEDIMENT TO THE WORK OF ANY PUBLIC SAFETY OFFICERS, A TREE MAY BE CUT OR REMOVED WITHOUT A PERMIT. A TREE THAT IS REMOVED UNDER THESE CONDITIONS SHALL BE REPLACED FOLLOWING § 283-11 TREE REPLACEMENT SINCE THE REMOVAL OF A TREE UNDER EMERGENCY CIRCUMSTANCES DOES NOT NEGATE THE PURPOSE OF THIS CHAPTER.
  - 2. IF A TREE EMERGENCY OCCURS, THE PERSON ENDANGERED BY THE TREE EMERGENCY MAY TAKE ANY REASONABLE ACTION NECESSARY TO AVOID OR ELIMINATE THE IMMEDIATE HAZARD. THE ACTION TAKEN MUST BE ONE THAT IS LEAST LIKELY UNDER THE CIRCUMSTANCES TO CAUSE DAMAGE OR REMOVAL OF ANY TREES, AND THE TOWN ASSUMES NO RESPONSIBILITY OR LIABILITY FOR ANY ACTION TAKEN.

**§ 283-11 TREE REPLACEMENT.**

- A. ALL REMOVED, DESTROYED, OR RELOCATED TREES SHALL ALSO REQUIRE REPLACEMENT ACCORDING TO THE TREE REPLACEMENT REQUIREMENTS TABLE. REPLACEMENT TREE(S) SHALL:
  - 1. MEET THE URBAN TREE MANAGEMENT PLAN CANOPY REQUIREMENTS;
  - 2. BE REPLACED THROUGH THE TREE REPLACEMENT CRITERIA BELOW;
  - 3. BE PLANTED WITHIN TWELVE (12) MONTHS OF THE DATE OF REMOVAL OF THE ORIGINAL TREE(S) OR AT AN ALTERNATIVE DATE SPECIFIED BY THE TOWN;
  - 4. BE MONITORED BY THE APPLICANT FOR A PERIOD OF TWO (2) YEARS TO ENSURE THEIR SURVIVAL AND SHALL BE REPLACED AS NEEDED WITHIN TWELVE (12) MONTHS; AND
  - 5. SHALL NOT BE PLANTED IN TEMPORARY CONTAINERS OR POTS, AS THESE DO NOT COUNT TOWARDS TREE REPLACEMENT REQUIREMENTS.
- B. IF THE APPLICANT AND TOWN DETERMINE THAT SOME OR ALL REQUIRED REPLACEMENT TREES CANNOT BE PLANTED ON THE PROPERTY WHERE THE TREE REMOVAL ACTIVITY WILL OCCUR, THEN THE APPLICANT SHALL PAY A FEE PER TREE TO THE URBAN CANOPY FUND PRIOR TO REMOVAL IN ACCORDANCE WITH § 283-12. THE DOLLAR VALUE OF THE ORIGINAL TREE SHALL BE DETERMINED USING THE LATEST EDITION OF THE ISA'S "GUIDE FOR PLANT APPRAISAL" OR THROUGH A QUALIFIED TOWN-EMPLOYEE OR TOWN-CONTRACTED CERTIFIED ARBORIST OR LICENSED TREE EXPERT.

**TREE REPLACEMENT REQUIREMENTS TABLE**

CATEGORY	TREE REMOVED OR DAMAGED (DBH)	TREE REPLACEMENT CRITERIA
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1	DBH OF 2.5" (FOR PUBLIC TREES) OR 9" (FOR PRIVATE TREES) TO 12.99"	REPLANT 1 TREE WITH A MINIMUM TREE CALIPER OF 1.5" FOR EACH TREE REMOVED
2	DBH OF 13" TO 22.99"	REPLANT 2 TREES WITH MINIMUM TREE CALIPERS OF 1.5" FOR EACH TREE REMOVED
3	DBH OF 23" TO 32.99"	REPLANT 3 TREES WITH MINIMUM TREE CALIPERS OF 1.5" FOR EACH TREE REMOVED
4	DBH OF 33" OR GREATER	REPLANT 4 TREES WITH MINIMUM TREE CALIPERS OF 1.5" FOR EACH TREE REMOVED

§ 283-12 URBAN CANOPY FUND.

- A. AN URBAN CANOPY FUND SHALL BE ESTABLISHED AND SHALL RECEIVE THE FOLLOWING FUNDS:
1. FEE-IN-LIEU PAYMENTS
  2. FINES AS A RESULT OF VIOLATIONS
  3. VIOLATION FEE-IN-LIEU PAYMENTS
  4. DONATIONS OR GRANTS
- B. FEE-IN-LIEU PAYMENTS MAY BE MADE FOR SITUATIONS WHERE:
1. SITES OR PORTIONS OF SITES LACK SUFFICIENT SPACE FOR FUTURE TREE GROWTH,
  2. PLANTING SPACES WILL NOT PROVIDE ADEQUATE SPACE FOR HEALTHY ROOT DEVELOPMENT,
  3. TREES WILL CAUSE UNAVOIDABLE CONFLICTS WITH UNDERGROUND OR OVERHEAD UTILITIES,
  4. IT CAN BE DEMONSTRATED THAT TREES ARE LIKELY TO CAUSE DAMAGE TO PUBLIC INFRASTRUCTURE, OR
  5. THE TOWN DETERMINES APPLICABLE AND APPROPRIATE.
- C. A PROPERTY OWNER, WHO HAS SUBMITTED A NOTICE OF INTENT TO REMOVE, DESTROY, OR RELOCATE A TREE, AND WHOSE SITUATION MEETS THE ABOVE CRITERIA, AND WHO DOES NOT HAVE THE FINANCIAL RESOURCES, MAY REQUEST A WAIVER FROM THE FEE IN LIEU OF TREE REPLACEMENT.
- D. FOR SINGLE-FAMILY DWELLINGS, THERE IS A CAP ON FEES TO LIMIT THE FEE CHARGED TO AN OWNER OR RESIDENT OF A SINGLE-FAMILY DWELLING IN LIEU OF REPLACING A TREE REMOVED, DESTROYED, OR RELOCATED IN NON-DEVELOPMENT SITUATIONS. THE CAP IS SPECIFIED BY RESOLUTION OF THE MAYOR AND COUNCIL. THIS IS INTENDED TO EQUALIZE THE AMOUNT THAT APPLICANTS FOR DEVELOPMENT MUST PAY WITH THE AMOUNT THAT THE OWNER OF A SINGLE-FAMILY DWELLING MUST PAY. THIS IS NECESSARY SO THAT THE SINGLE DWELLING PROPERTY OWNER IS NOT REQUIRED TO CARRY A DISPROPORTIONATE BURDEN OF PAYING TO MAINTAIN THE URBAN CANOPY RELATIVE TO THOSE WHO DEVELOP.
- E. MONEY DEPOSITED IN THE URBAN CANOPY FUND MAY BE USED FOR TREE PLANTING PROJECTS, MAINTENANCE OF EXISTING TREES, ACTIVITIES RELATED TO ACHIEVING URBAN TREE CANOPY GOALS, AND ASSISTING RESIDENTS, BUSINESS

OWNERS, AND OTHERS IN BRENTWOOD TO COMPLY WITH THIS CHAPTER. THE TOWN MAY USE THIS FUND TO EQUITABLY PLANT AND MAINTAIN TREES ON PUBLIC OR PRIVATE PROPERTY; FOR COMMUNITY EDUCATION MATERIALS, OUTREACH, OR PROGRAMS; OR FOR PUBLIC ASSISTANCE.

1. IF THE TOWN DETERMINES THAT A PROPERTY OWNER, WHO HAS SUBMITTED A NOTICE OF INTENT TO PRUNE OR REMOVE A TREE, CANNOT PROPERLY PRUNE OR REMOVE THEIR TREE WITHOUT THE ASSISTANCE OF A CERTIFIED ARBORIST OR LICENSED TREE EXPERT, AND THE PROPERTY OWNER CANNOT AFFORD TO HIRE EITHER BECAUSE THEY DO NOT HAVE THE FINANCIAL RESOURCES TO PAY FOR SUCH SERVICES, THE TOWN MAY PROVIDE FINANCIAL ASSISTANCE TO SAID PROPERTY OWNER FOR THE PURPOSE OF PRUNING OR REMOVAL OF THE TREE OR TREES.
2. FINANCIAL ASSISTANCE MAY INCLUDE, BUT IS NOT LIMITED TO:
  - I. LOW INTEREST LOANS, WORK FACILITATED BY THE TOWN WITH THE COSTS BORNE IN PART OR IN WHOLE BY THE PROPERTY OWNER,
  - II. WORK FACILITATED BY THE TOWN WITH THE COST BORNE BY THE TOWN TO BE REPAID BY THE PROPERTY OWNER UPON SUCH TERMS AS THE TOWN AND PROPERTY OWNER SHALL AGREE, OR
  - III. ANY COMBINATION THEREOF.
3. FINANCIAL ASSISTANCE IS AVAILABLE IF ALL THE FOLLOWING CONDITIONS ARE MET, AND FUNDS ARE AVAILABLE:
  - I. THE PROPERTY OWNER USES THE PROPERTY WHERE THE TREE(S) IS LOCATED AS THEIR PRINCIPAL PLACE OF RESIDENCE.
  - II. THE AGGREGATE GROSS OR NET INCOME OF ALL PERSONS EIGHTEEN (18) YEARS OF AGE OR OLDER RESIDING ON THE PROPERTY IS SUCH THAT ALL QUALIFY TO RECEIVE SNAP, TANF, TEMHA, SSI, OR DISABILITY PAYMENTS; AND
  - III. THE TOWN APPROVES THE PERMIT APPLICATION.

**§ 283-13 APPEALS.**

- A. AN APPLICANT WHO IS DENIED A PERMIT BY THE TOWN MAY APPEAL THE DECISION BY FILING A WRITTEN APPEAL TO THE TOWN WITHIN THIRTY (30) DAYS OF THE TOWN'S DENIAL OF THE APPLICATION FOR A PERMIT. THE APPEAL MUST INCLUDE THE FOLLOWING INFORMATION:
  1. A COPY OF THE DENIED TREE REMOVAL PERMIT APPLICATION; AND
  2. A BRIEF STATEMENT EXPLAINING WHY THE PROPOSED ACTION IS REASONABLE AND NECESSARY AND CONSISTENT WITH THE PURPOSES OF THIS CHAPTER.
- B. ONCE AN APPEAL IS FILED, ANY ACTIVITY AUTHORIZED BY THE APPEALED DECISION SHALL BE STAYED AUTOMATICALLY. DESPITE THE AUTHORIZATION GIVEN BY THE APPEALED DECISION, NO PERMITS SHALL BE ISSUED, NO TREES CUT, NOR EARTH DISTURBED.
- C. THE APPEAL SHALL BE HEARD BY A THREE-PERSON APPEALS PANEL, CONSISTING OF THE TOWN ADMINISTRATOR, WHO SHALL CHAIR THE APPEALS PANEL, A TREE COMMITTEE MEMBER, AND ONE MEMBER APPOINTED BY THE MAYOR.
- D. UPON RECEIPT OF AN APPEAL, THE PROPERTY SHALL BE POSTED WITH A SIGN, WHICH INCLUDES THE CASE NUMBER, NATURE OF THE APPLICATION AND THE DATE, TIME AND PLACE OF THE HEARING.
- E. AT THE HEARING, ANY PARTY MAY APPEAR IN PERSON OR BY AGENT OR BY ATTORNEY. THE BURDEN OF PROOF SHALL BE ON THE APPLICANT TO PROVE THE DECISION TO DENY THE PERMIT WAS IN ERROR.

- F. IN EXERCISING ITS POWERS, THE PANEL SHALL HAVE THE AUTHORITY TO AFFIRM THE DENIAL OF A PERMIT, DIRECT THAT A PERMIT BE ISSUED, OR ORDER THAT A PERMIT BE ISSUED UPON SUCH CONDITIONS, TERMS, OR RESTRICTIONS AS THE APPEALS PANEL MAY DEEM NECESSARY IN KEEPING WITH THIS CHAPTER. ANY DECISION BY THE PANEL MUST BE BASED UPON SUBSTANTIAL EVIDENCE IN THE RECORD. "SUBSTANTIAL EVIDENCE" MEANS SUCH RELEVANT EVIDENCE AS A REASONABLE MIND MIGHT ACCEPT AS ADEQUATE TO SUPPORT A CONCLUSION. THE PANEL MUST ENSURE THE FINAL ACTION WILL NOT ADVERSELY AFFECT THE PUBLIC HEALTH, SAFETY OR WELFARE, NOR THE REASONABLE USE OF ADJOINING PROPERTIES AND CAN BE PERMITTED WITHOUT SUBSTANTIAL IMPAIRMENT OF THE PURPOSE AND INTENT OF THIS CHAPTER.
- G. A RECORDING SHALL BE MADE OF ALL APPEAL HEARINGS AND RECORDS SHALL BE KEPT AND FILED IN THE OFFICE OF THE TOWN CLERK AND SHALL BE PUBLIC RECORD.
- H. THE DECISION BY THE PANEL SHALL BE MADE WITHIN SIXTY (60) DAYS FOLLOWING THE HEARING. THE DECISION OF THE PANEL SHALL BE FINAL.

§ 283-14 ENFORCEMENT; VIOLATIONS AND PENALTIES.

A. MUNICIPAL INFRACTIONS.

- 1. ANY OF THE FOLLOWING SHALL CONSTITUTE AMUNICIPAL INFRACTION FOR WHICH A CITATION MAY BE ISSUED:
  - I. DOING ANY OF THE ACTS PROHIBITED IN THIS CHAPTER WITHOUT A WRITTEN PERMIT.
  - II. ANY NONCOMPLIANCE WITH THE TERMS OF AN ISSUED PERMIT INCLUDING CONDITIONS REGARDING REMOVAL AND REPLANTING OF TREES.
  - III. FAILURE TO ADEQUATELY PROTECT THE TREE PROTECTION ZONE OF A TREE AS OUTLINED IN ISA GUIDELINES OR ANSI A300 STANDARDS AT ALL TIMES, ESPECIALLY DURING ANY CONSTRUCTION OR DEVELOPMENT.
- 2. THE FINES FOR EACH VIOLATION, FOR FAILING TO COMPLY WITH THE TERMS OF A PERMIT, FOR FAILURE TO REPLACE A TREE IF THE TREE WAS REMOVED WITHOUT A PERMIT, REMOVING OR TRIMMING A ROADSIDE TREE WITHOUT A PERMIT, AND MAXIMUM FINES SHALL BE SPECIFIED BY RESOLUTION OF THE MAYOR AND COUNCIL.

B. MISDEMEANORS.

- 1. IT SHALL BE A MISDEMEANOR TO DO ANY OF THE FOLLOWING:
  - I. ANY OF THE ACTS SPECIFIED ABOVE TO THREE OR MORE TREES WHICH ARE PART OF THE URBAN FOREST, WHETHER OR NOT SUCH TREES ARE LOCATED ON THE SAME PROPERTY.
  - II. REMOVAL OF OR HARM TO ANY TREE THAT WAS SUBJECT TO A PERMIT REQUEST AFTER THE PERMIT HAS BEEN DENIED.
- 2. A MISDEMEANOR VIOLATION SHALL BE PUNISHABLE BY A MANDATORY FINE FOR EACH TREE AFFECTED AND PER INCH OF TREE CIRCUMFERENCE GREATER THAN THIRTY (30) INCHES AND SHALL BE SPECIFIED BY RESOLUTION OF THE MAYOR AND COUNCIL TO A MAXIMUM PER TREE OR SUCH OTHER GREATER MAXIMUM AS MAY BE PERMITTED BY STATE LAW. THE FINE MAY BE SUSPENDED ONLY UPON FINDING THAT THE VIOLATION WAS

THE FIRST OFFENSE BY THE PARTY CHARGED, AND THAT THERE WAS NO WILLFULNESS INVOLVED.

**C. REMEDIAL ACTION**

1. WHENEVER ANY PERSON IS IN VIOLATION OF THIS CHAPTER, IS ACTING WITHOUT A PERMIT IN VIOLATION OF THIS CHAPTER OR IS FAILING TO COMPLY WITH THE TERMS AND CONDITIONS OF A PERMIT ISSUED PURSUANT TO THIS CHAPTER, IN WHOLE OR IN PART, THE TOWN MAY ISSUE A WRITTEN ORDER TO STOP WORK ON THE PROJECT UNTIL THE VIOLATION OR FAILURE TO COMPLY IS CORRECTED TO THE TOWN'S REASONABLE SATISFACTION. IN THE EVENT ANY TOWN EMPLOYEE DISCOVERS ANYONE REMOVING OR SERIOUSLY DAMAGING A PUBLIC TREE OR A TREE WORTHY OF PRESERVATION, THE EMPLOYEE IS AUTHORIZED TO ORDER AN IMMEDIATE TEMPORARY STOP WORK BY VERBAL ORDER. WITHIN 48 HOURS THE TEMPORARY STOP-WORK ORDER SHALL EXPIRE, UNLESS THE TOWN ISSUES A WRITTEN STOP-WORK ORDER AND POSTS IT ONTO THE PROPERTY.
2. A WRITTEN ORDER ISSUED PURSUANT TO THIS SUBSECTION POSTED ON THE PROPERTY, IN A CLEARLY VISIBLE LOCATION, SHALL BE SUFFICIENT SERVICE UPON ALL PERSONS PHYSICALLY ON THE PROPERTY. A POSTED NOTICE SHALL NOT BE REMOVED EXCEPT UNDER THE AUTHORITY OF THE TOWN.
3. CONTINUING WORK IN VIOLATION OF ANY ORDER ISSUED PURSUANT TO THIS SUBSECTION SHALL CONSTITUTE A MISDEMEANOR PUNISHABLE BY A FINE AS SPECIFIED IN THE MASTER FEE SCHEDULE OR RESOLUTION OF THE MAYOR AND COUNCIL AND/OR SEVEN DAYS IN JAIL. FOR EACH TREE THAT IS DAMAGED OR REMOVED IN VIOLATION OF AN ORDER THERE SHALL BE A SEPARATE CHARGEABLE OFFENSE. EACH DAY THAT WORK CONTINUES TO BE DONE SHALL ALSO CONSTITUTE A SEPARATE OFFENSE.

**SECTION 2. AND IT BE FURTHER ORDAINED** that this Ordinance shall take effect within thirty days of adoption.

**SECTION 3. AND BIT FURTHER ORDAINED** that a fair summary of this Ordinance shall forthwith be published in a news circular having general circulation in the Town and otherwise be made available to the public.

**SECTION 4. AND IT BE FURTHER ORDAINED**, that if any section, subsection, provision, sentence, clause, phrase or word of this Ordinance is for any reason held to be illegal or otherwise invalid by any court of competent jurisdiction, such invalidity shall be severable, and shall not affect or impair any remaining section, subsection, provision, sentence, clause, phrase or word included within this Ordinance, it being the intent of the Town that the remainder of the Ordinance shall be and shall remain in full force and effect, valid and enforceable.

**NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE TOWN OF BRENTWOOD** this \_\_\_\_ day of \_\_\_\_\_, 2025.

**READ AND ADOPTED THIS** \_\_\_\_\_ day of \_\_\_\_\_, 2025.

ATTEST/WITNESS:

MAYOR & TOWN COUNCIL

\_\_\_\_\_  
Larry Moran, Town Clerk

\_\_\_\_\_  
Rocio Treminio-Lopez, Mayor

\_\_\_\_\_  
Jerry Burgess, Vice Mayor

\_\_\_\_\_  
Julia Elrod, Council Member

\_\_\_\_\_  
Glenn Harris, Jr., Council Member

\_\_\_\_\_  
Juan Milan Arango, Council Member

\_\_\_\_\_  
CAPS: Indicate matter added to existing law.  
[Brackets]: Indicate matter deleted from law.

DRAFT



**TOWN OF BRENTWOOD, MARYLAND  
RESOLUTION 2025-17**

**A RESOLUTION OF THE TOWN OF BRENTWOOD MAYOR AND COUNCIL  
APPROVING THE CHANGE OF THE NAME FROM THE “CITIZEN ADVISORY  
COMMITTEE” TO THE  
“COMMUNITY ADVISORY COMMITTEE”**

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**WHEREAS**, the Mayor and Council of the Town of Brentwood established the Citizen Advisory Committee to provide input, recommendations, and feedback to the Mayor, Council, and staff on matters of community concern; and

**WHEREAS**, the Mayor and Council values inclusive participation from all members of the community, including residents, business owners, and stakeholders who contribute to the wellbeing of the Town of Brentwood; and

**WHEREAS**, the term “Community Advisory Committee” more accurately reflects the inclusive nature of the group and aligns with the Town of Brentwood’s commitment to diversity, equity, and inclusion; and

**WHEREAS**, the Mayor and Council desires to update the committee’s name to ensure that all individuals who live, work, or have a vested interest in the community feel welcome to participate;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Town of Brentwood, as follows:

1. The “Citizen Advisory Committee” shall henceforth be known as the “Community Advisory Committee.”
2. All references to the “Citizen Advisory Committee” in existing ordinances, resolutions, policies, or other official documents shall be deemed to refer to the “Community Advisory Committee.”
3. The purpose, structure, and responsibilities of the committee shall remain as previously established, except as amended by this resolution.

- 
4. City / Town staff are directed to update all applicable documents, listings, and communications to reflect this name change.

**NOW THEREFORE BE IT RESOLVED** that this Resolution shall take effect immediately upon its passage.

**READ AND ADOPTED THIS \_\_\_\_ DAY of NOVEMBER 2025.**

**ATTEST/WITNESS:**

**MAYOR & TOWN COUNCIL**

\_\_\_\_\_  
Larry Moran, Town Clerk

\_\_\_\_\_  
Rocio Treminio-Lopez, Mayor

\_\_\_\_\_  
Jerry Burgess, Vice Mayor

\_\_\_\_\_  
Julia Elrod, Council Member

\_\_\_\_\_  
Glenn Harris, Jr., Council Member

\_\_\_\_\_  
Juan Milan Arango, Council Member

Town of Brentwood  
 Traffic Message Board  
 Comparison Data

Vendor:	Description	Types	Size	Cost
Voltex	VMS Traffic Control Trailer	Message Board (signs & images) - includes remote management	90" X 110" X 65" (HLW)	\$ 8,999
The Lightbox Shop	Metro Full Matrix Message Trailer	Message Board	71" X 48" X 6"	\$ 16,849
TransSupply	Mini Matrix Message Board	Message Board	3' X 6'	\$ 14,350
All Traffic	ATS Trailer Message Board	Message Board		\$ 15,500

Vendor:	Description	Types	Size	Cost
TransSupply	SMC5000 Mini Maxtrix	Message Board	3' X 6'	\$ 14,350
TransSupply	SMC5000 Mini Maxtrix	Message Board w/radar	3' X 6'	\$ 15,595
TransSupply	SMC5000 Mini Maxtrix	Message Board w/modem	3' X 6'	\$ 15,595
TransSupply	SMC5000 Mini Maxtrix	Message Board w/modem & radar	3' X 6'	\$ 17,295
TransSupply	SMC4000 Mini Maxtrix	Message Board	4' X 8'	\$ 15,295
TransSupply	SMC4000 Mini Maxtrix	Message Board w/radar	4' X 8'	\$ 16,295
TransSupply	SMC4000 Mini Maxtrix	Message Board w/modem	4' X 8'	\$ 16,550
TransSupply	SMC4000 Mini Maxtrix	Message Board w/modem & radar	4' X 8'	\$ 18,295
ATS	InstaAlert 24	Message Board	3' X 6'	\$ 12,494
ATS	Speed instaAlert24	Message Board w/bluetooth @ radar	3' X 6'	\$ 16,401
			Add Modem	\$ 1,500

All are solar powered  
 All have 3 lines

# SMC 4000/5000

## Full-Matrix Mini Message Centers

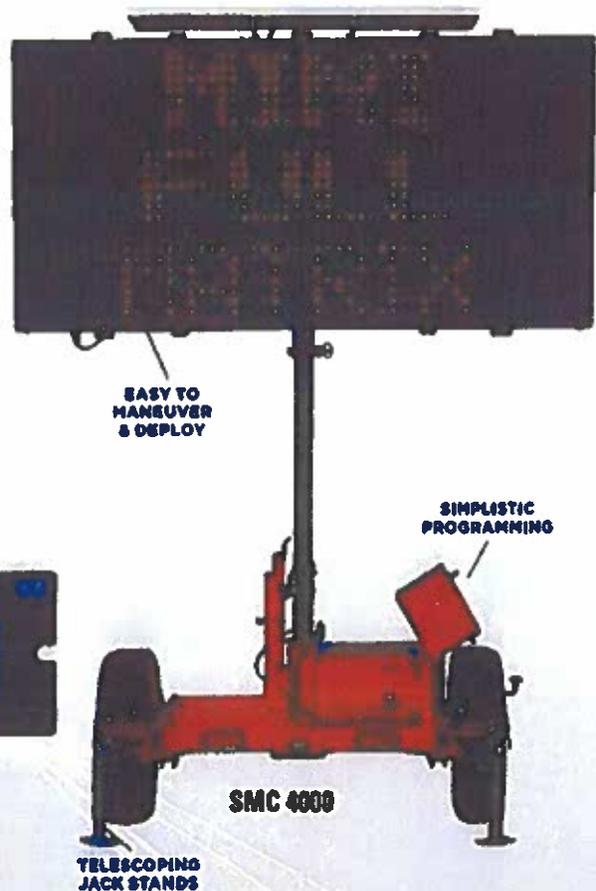
Manufactured to Work Area Protection's high quality standards, the full-matrix mini message center deploys in places larger signs cannot. The full-matrix display can present messages as text, graphics or a combination of both with arrow board capability. The trailer design makes it easy to navigate through urban areas where traffic is heavy and deploy where space is limited.

**You'll get all the features you want, in a compact design.**

- Available in 2 sizes – SMC 4000 4' x 8' – SMC 5000 3'7" x 6'
- Energy-efficient LED display provides minimal battery maintenance and long operational life
- Automatic intensity control provides optimum LED intensity
- Industrial-grade trailer provides stable platform
- 4 leveling jacks with slide out extensions provide stability when deployed
- Powder coat finish for improved fade and scratch resistance
- Calendar programming capability
- Graphic and arrow board displays available
- Remote programming option available
- 5-year standard warranty



- On-board dedicated NTCIP controller provides simplistic programming with secure password protection



### SIGN FLEXIBILITY RAMMIN

The Mast-Mini is designed for use in areas where space is limited and provides variable character fonts with both 12" and 18" character heights

### STANDARD NTCIP-COMPLIANT CONTROLLER

A user-friendly, NTCIP-compliant, dedicated computer designed by Precision Solar Controls reduces the number of keys required to program the Mast-Mini

### FULL-MATRIX DISPLAY

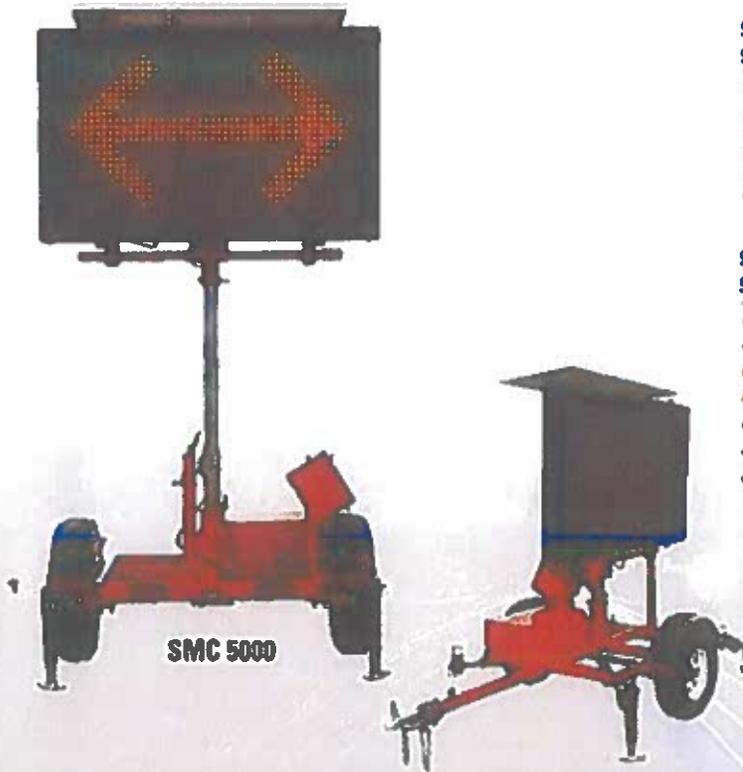
The Mast-Mini provides 250 text, 60 graphic and 20 arrow board display messages preprogrammed and stored in the controller. Additionally, 100 user created messages can be programmed and stored

### INDUSTRIAL-GRADE STRUCTURAL STEEL TRAILER

The Mast-Mini uses a durable trailer system designed to provide years of dependable service. The trailer's high-quality powder-coat finish, 2" x 3" 11-gauge steel frame and a 2,000-pound axle enhance the overall durability of the unit.

### MODULAR ELECTRONIC COMPONENTRY

The entire system was developed with the operator/end user in mind. Electronic components are easily replaced, reducing downtime and maintenance costs. This modularity also improves system diagnostics.



### SMC 4000/5000 TRAILER SPECIFICATIONS

- Raised Height – 134" (3.4 m)
- Travel Height – 102" (2.6 m)
- Width – 68" (1.73 m)
- Length with tongue – 107" (2.72 m)
- Length w/o tongue – 55" (1.4 m)
- Weight – 1,144 lbs (385.5 Kg)
- Energy Source – (2) 4D Deep Cycle batteries
- Generator – solar panel array
- Operating Temperature Range – -20 to +120 degrees F (-29 to +49 degrees C)
- Lift Mechanism – 1,500 lbs brake winch
- Main Frame – 2" x 3" x 120" high-grade steel
- Removable tongue

### SMC 4000 SIGN CASE SPECIFICATIONS

- Height – 48" (1.22 m)
- Width – 96" (2.43 m)
- Character Height – 12" (30.48 cm) and 18" (46 cm)
- Lamp – LED (4 per pixel)
- Legibility – 1000 ft (304 m)

### SMC 5000 SIGN CASE SPECIFICATIONS

- Height – 44" (1.11 m)
- Width – 71" (1.95 m)
- Character Height – 9" (22.86 cm) - 37" (93.98 cm)
- Lamp – LED (4 per pixel)
- Legibility – 1000 ft (304 m)

### SMC 4000/5000 COMPUTER SPECIFICATIONS

- Control Console Display: LCD
- Pre-programmed Messages: 250
- User-programmed Messages: 100
- NTCIP-compliant software
- Update Speed: 100 Milliseconds
- Removable Solid State Design
- Off-the-shelf QWERTY keyboard

- The SMC 5000 shown in travel position



**TRANSUPPLY**

Transportation Supply LLC | 1401 Lavaca Street #40, Austin, TX 78701  
(866) 930-4604 | sales@trans-supply.com | www.trans-supply.com

Specializing in Wholesale Traffic Safety and Airport Safety, Best Pricing On Traffic Message Boards.



/co/contact



/ShoppingCart



/UserAccount



1-866-515-8811 (tel:1-866-515-8811)

### 3' X 6' MINI MATRIX MESSAGE BOARD [PRICE FOR 1]



Additional Features

Select Additional Features

SKU: SMC5000

Regular Price: \$15,350.00

**On Sale For: \$14,350.00** (\$14,350.00 / each)

QTY:

 **ADD TO CART**

Looking for a quote? Email us by clicking on the icon below!



 (mailto:sales@trans-supply.com?subject=3-x-6-mini-matrix-message-board%3FProductID%3D7379%26utm\_source%3Dbing%26utm\_medium%3Dcpc%26utm\_campaign%3DBPA%2520-%2520Items%2520-%2520Message%2520Boards%26utm\_term%3D4581046494526542%26utm\_content%3DBPA%2520Item%2520-%2520Message%2520Boards%257C1000%252B%257CC%253A70)

## REVIEW

Overall Rating



Based on 7 Reviews

[WRITE REVIEW](#)

Jeremy Clark 12/11/2023 6 13:58 AM



**As Advertised**

These signs are extremely user friendly and made to be relocated and set up in a very timely manner. Highly recommend!

Alissa Thompson 12/5/2023 12:52:46 PM



**Exactly as described and works great.**

Great purchase our highway dept, transfer station, and OEM use it for various reasons throughout Town. Great asset.

Chief E.Beale 11/28/2023 12:25:39 PM



**Came in Handy**

I want to first start off by saying this product came earlier than expected which was great 3 weeks after it arrived it was put to use

## DESCRIPTION

---

# SMC 5000 Mini Full Matrix Message Board

Best Priced Mini Matrix Board, Smaller 3' x 6' Display

**Bulk Orders: 8 Units (Full Truck) Qualifies for Significant Savings on Shipping**

**Click Here To Download Spec Sheet** ([https://www.trans-supply.com/SMC4000\\_5000.pdf](https://www.trans-supply.com/SMC4000_5000.pdf))

**Key Aspects When Shopping For a Traffic Message Board** (<https://www.trans-supply.com/blog/index.php/key-aspects-when-shopping-for-a-traffic-message-board/>)

## Features:

Energy-efficient LED display provides minimal battery maintenance and long operational life

Automatic intensity control provides optimum LED intensity

Industrial-grade trailer provides stable platform

4 leveling jacks with slide-out extensions provide stability when deployed

Powder-coat paint for improved fade and scratch resistance

Calendar programming capability

Full-Matrix display provides graphic messages and arrow board capability

Graphic and Arrow Board displays available

**Warranty:** This message board DOES have a warranty, however the specifics of the warranty change often, please contact us for the full warranty information on this model.

**Security:** The control box is lockable, and the battery box is made of steel. No need to worry about someone changing the message who shouldn't be, or stealing batteries.

**What does the Modem do? (extra option)** Remote Communication! No need to waste time and money going to the location of your board. A modem allows you Real Time Message Updating and Control - program your board via smart phone/tablet/web. Can program changes on your boards up to one year in advance. Can change one board or multiple boards at one time. Hourly Polling and Monitoring- checking battery voltage/alerts. Diagnostic Tool Box-detailed reports including charts and graphs. User access is secure. Comes with GEO fence (if board goes out of your pre-defined area, you will be alerted via email/text). Good for tracking in case it gets stolen or lost. Modem will need data service to operate. We offer the basic level of data service for free with a modem purchase.

**What does the Radar do? (extra option)** self-contained system to monitor and internally record traffic patterns on roadways in virtually any location and weather condition. Need to physically go to the board to get the memory stick and download the data.

**How about the Modem & Radar w/ Data? (extra option)** Same as above but includes a data plan (and modem) so you can remotely change mode from normal to legacy to police mode, change speed thresholds, and download plus analyze the data without having to physically go up to the board. In order for the radar to utilize the data plan you ALSO need the modem, so this option means you can also program the board remotely via the internet without needing to go up the board.

## Understanding How Solar Assist/Solar Powered Works:

The LED lamp panels are powered by a bank of batteries in order to convey bright, distinctive messages to the traveling public. The batteries are in turn recharged automatically by a group of solar panels located at the highest point on the unit. The Solar Message Center is designed with sufficient energy backup (batteries) to operate for a period of 21 days without any sun. The solar panel shall

---

recharge the battery bank at a rate of 2.5 hours sun to one 24 hour period of usage. There is also a charger on each message board for charging boards overnight if needed.

### **Sign Flexibility**

The SMC 5000 Mast-Mini is designed for use in areas where space is limited, and provides variable character fonts with both 12" and 18" character heights.

### **Standard NTCIP-Compliant Controller**

A user-friendly, NTCIP-compliant, dedicated computer designed by Precision Solar Controls reduces the number of keys required to program the SMC 5000 Mast-Mini.

### **Full Matrix Display**

The SMC 5000 Mast-Mini provides 250 text, 60 graphic and 20 arrow board display messages preprogrammed and stored in the controller. Additionally, 100 user-created messages can be programmed and stored.

### **Industrial-Grade Structural Steel Trailer**

The SMC 5000 Mast-Mini uses a durable trailer system designed to provide years of dependable service. The trailer's high-quality, powder-coat paint; 2"x 3" 11-gauge steel frame; and a 2,000-pound axle enhance the overall durability of the unit.

### **Modular Electronic Componentry**

The entire system was developed with the operator/end user in mind. Electronic components are easily replaced, reducing downtime and maintenance costs. This modularity also improves system diagnostics.

## **Unit Specifications**

Raised height - 131" (3.3 m)

Travel height - 99" (2.5 m)

Width - 68" (1.73 m)

Length with tongue - 107" (2.72 m)

Length w/o tongue - 55" (1.4 m)

Weight - 850 lbs. (385.5 Kg)

Energy Source - (4) 6-volt Deep Cycle batteries

Generator - solar panel array - 140 Watt

Operating Temperature Range - -20 to +120 degrees F (-29 to +49 degrees C)

Lift Mechanism - 1,500 lbs. brake w nch

Main Frame - 2" x 3" x .120" high grade steel

Height - 44" (1.11 m)

Width - 77" (1.95 m)

Character Height - 9" (22.86 cm) - 37 (93.98 cm)

Lamp - LED (4 per pixel)

Legibility - 1000 ft. (304 m)

Control Console Display: LCD

Pre-programmed messages: 250

User-programmed messages: 100

Specializing in Wholesale Traffic Safety and Airport Safety, Best Pricing On Traffic Message Boards.



/co/contact



/ShoppingCart



/UserAccount



1-866-515-8811 (tel:1-866-515-8811)

## 3' X 6' MINI MATRIX MESSAGE BOARD [PRICE FOR 1]



### Additional Features

Radars (Monitor Traffic Speeds & Volume)

SKU: SMCS000R

Regular Price: \$16,595.00

**On Sale For: \$15,595.00** (\$15,595.00 / each)

QTY: 1

 **ADD TO CART**

Looking for a quote? Email us by clicking on the icon below!



 (mailto:sales@trans-supply.com?subject=3-x-6-mini-matrix-message-board%3FProductID%3D7394%26utm\_source%3Dbing%26utm\_medium%3Dcpc%26utm\_campaign%3DBPA%2520-%2520Items%2520-%2520Message%2520Boards%26utm\_term%3D4581046494526542%26utm\_content%3DBPA%2520Item%2520-%2520Message%2520Boards%257C1000%252B%257CC%253A70)

## REVIEW

Overall Rating



Based on 7 Reviews

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## DESCRIPTION

Specializing in Wholesale Traffic Safety and Airport Safety, Best Pricing On Traffic Message Boards.



(/co/contact)



(/ShoppingCart)



(/UserAccount)



☎ 1-866-515-8811 (tel:1-866-515-8811)

## 3' X 6' MINI MATRIX MESSAGE BOARD [PRICE FOR 1]



### Additional Features

Modem (Change Message via Phone/Internet)

SKU: SMCS00M

Regular Price: \$16,595.00

**On Sale For: \$15,595.00** (\$15,595.00 / each)

QTY 1

 **ADD TO CART**

Looking for a quote? Email us by clicking on the icon below!



 (mailto:sales@trans-supply.com?subject=3-x-6-mini-matrix-message-board%3FProductID%3D7393%26utm\_source%3Dbing%26utm\_medium%3Dcpc%26utm\_campaign%3DBPA%2520-%2520Items%2520-%2520Message%2520Boards%26utm\_term%3D4581046494526542%26utm\_content%3DBPA%2520Item%2520-%2520Message%2520Boards%257C1000%252B%257CC%253A70)

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(/co/contact)



(/ShoppingCart)



(/UserAccount)



☎ 1-866-515-8811 (tel:1-866-515-8811)

## 3' X 6' MINI MATRIX MESSAGE BOARD [PRICE FOR 1]



### Additional Features

Modem and Radar w/ Data (Monitor Traffic Speeds & Volume - Save Data)

SKU: SMCS000RD

Regular Price: \$18,295.00

**On Sale For: \$17,295.00** (\$17,295.00 / each)

QTY: 1

 **ADD TO CART**

Looking for a quote? Email us by clicking on the icon below!



 (mailto:sales@trans-supply.com?subject=3-x-6-mini-matrix-message-board%3FProductID%3D7395%26utm\_source%3Dbing%26utm\_medium%3Dcpc%26utm\_campaign%3DBPA%2520-%2520Items%2520-%2520Message%2520Boards%26utm\_term%3D4581046494526542%26utm\_content%3DBPA%2520Item%2520-%2520Message%2520Boards%257C1000%252B%257CC%253A70)

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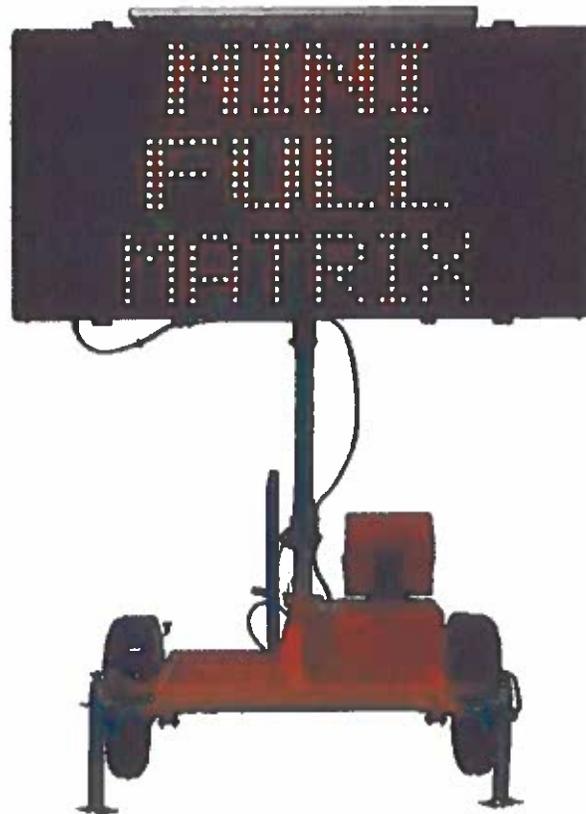


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1-866-515-8811 (tel:1-866-515-8811)

## MINI MATRIX MESSAGE BOARDS & SIGNS [PRICE FOR 1]



Additional Features

Select Additional Features

SKU: SMC4000

Regular Price: \$16,295.00

**On Sale For: \$15,295.00** (\$15,295.00 / each)

QTY: 1

 **ADD TO CART**

Looking for a quote? Email us by clicking on the icon below!



 (mailto:salcs@trans-supply.com?subject=mini-matrix-message-boards-signs%3FProductID%3D1065%26utm\_source%3Dbing%26utm\_medium%3Dcpc%26utm\_campaign%3DBPA%2520-%2520Items%2520-%2520Message%2520Boards%26utm\_term%3D4580359301933329%26utm\_content%3DBPA%2520Item%2520-%2520Message%2520Boards%257C1000%252B%257CC%253A80)

## REVIEW

Overall Rating



Based on 16 Reviews

[WRITE REVIEW](#)

City of Cottage Grove 6/24/2025 7:04:46 PM



**Mini Matrix Message Boards**

Great customer service, message boards as described. Not too big but big enough to write some decent sized messages.

Howard 6/19/2025 2:57:40 PM



Vp

Great service ans was exactly as described

Archer Western 11/12/2024 1:50:26 PM



**Nice compact board**

using it for traffic control messages in our smaller spaces on the job works perfectly.

## DESCRIPTION

Specializing in Wholesale Traffic Safety and Airport Safety, Best Pricing On Traffic Message Boards.



(/co/contact)



(/ShoppingCart)

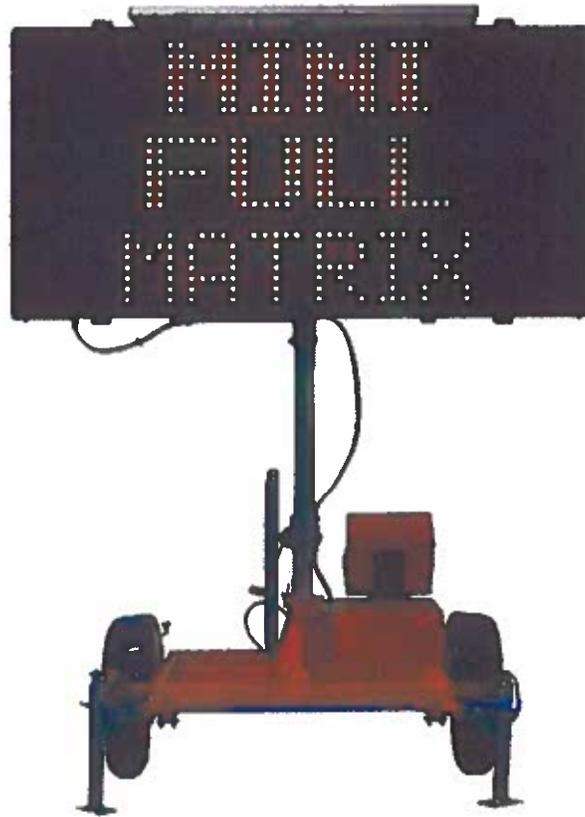


(/UserAccount)



1-866-515-8811 (tel:1-866-515-8811)

## MINI MATRIX MESSAGE BOARDS & SIGNS [PRICE FOR 1]



### Additional Features

Radars (Monitor Traffic Speeds & Volume)

SKU: SMC4000R

Regular Price: \$17,295.00

**On Sale For: \$16,295.00** (\$16,295.00 / each)

QTY: 1

 **ADD TO CART**

Looking for a quote? Email us by clicking on the icon below!



 (mailto:sales@trans-supply.com?subject=mini-matrix-message-boards-signs%3FProductID%3D7390%26utm\_source%3Dbing%26utm\_medium%3Dcpc%26utm\_campaign%3DBPA%2520-%2520Items%2520-%2520Message%2520Boards%26utm\_term%3D4580359301933329%26utm\_content%3DBPA%2520Item%2520-%2520Message%2520Boards%257C1000%252B%257CC%253A80)

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## DESCRIPTION

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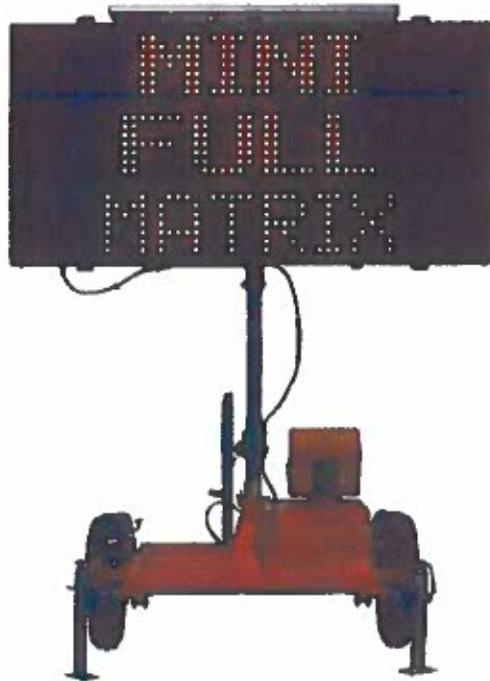


/UserAccount



1-866-515-8811 (tel:1-866-515-8811)

## MINI MATRIX MESSAGE BOARDS & SIGNS [PRICE FOR 1]



### Additional Features

Modem (Change Message via Phone/Internet)

SKU: SMC4000M

Regular Price: \$17,550.00

**On Sale For: \$16,550.00** (\$16,550.00 / each)

Qty: 1

 **ADD TO CART**

Looking for a quote? Email us by clicking on the icon below!

Specializing in Wholesale Traffic Safety and Airport Safety, Best Pricing On Traffic Message Boards.



[\(/co/contact\)](#)



[\(/ShoppingCart\)](#)

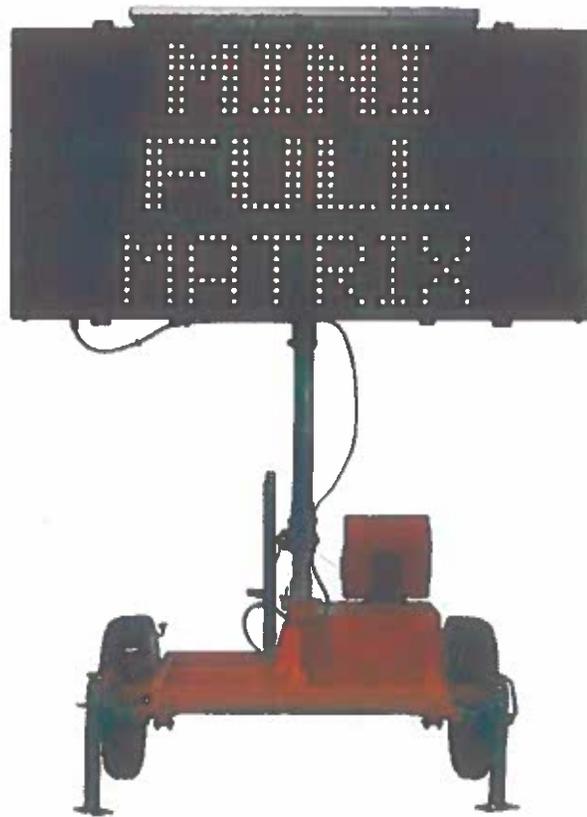


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☎ 1-866-515-8811 (tel:1-866-515-8811)

## MINI MATRIX MESSAGE BOARDS & SIGNS [PRICE FOR 1]



### Additional Features

Modern and Radar w/ Data (Monitor Traffic Speeds & Volume - Save Data)

SKU: SMC4000RD

Regular Price: \$19,295.00

**On Sale For: \$18,295.00** (\$18,295.00 / each)

QTY: 1

 **ADD TO CART**

Looking for a quote? Email us by clicking on the icon below!



 (mailto:sales@trans-supply.com?subject=mini-matrix-message-boards-signs%3FProductID%3D7391%26utm\_source%3Dbing%26utm\_medium%3Dcpc%26utm\_campaign%3DBPA%2520-%2520Items%2520-%2520Message%2520Boards%26utm\_term%3D4580359301933329%26utm\_content%3DBPA%2520Item%2520-%2520Message%2520Boards%257C1000%252B%257CC%253A80)

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using it for traffic control messages in our smaller spaces on the job works perfectly.

## DESCRIPTION

# Mini Full Matrix Message Board 4' x 8' Display - Model SMC 4000

## Bulk Orders & Savings

- Order 8 mini matrix message board units (Full Truck) to qualify for significant savings on shipping.

Download the [Mini Full Matrix Message Board Spec Sheet \(https://www.trans-supply.com/SMC4000\\_5000.pdf\)](https://www.trans-supply.com/SMC4000_5000.pdf)

## Mini Matrix Message Board Features

- Energy-efficient LED display ensures minimal battery maintenance and long operational life
- Automatic intensity control for optimal LED brightness
- Industrial-grade trailer provides a stable platform
- Four leveling jacks with slide-out extensions for added stability
- Powder-coated paint for enhanced fade and scratch resistance
- Calendar programming capability for scheduling messages
- Full-matrix display supports both graphic messages and arrow board functions

## Warranty & Security

- **Warranty:** This model includes a warranty, but details vary. Contact us for current warranty information.
- **Security:** Lockable control box and steel battery enclosure prevent unauthorized access and battery theft.

## Optional Accessories

### **Modem (Remote Communication & Control)**

- Program messages remotely via smartphone, tablet, or web
- Schedule message updates up to one year in advance
- Manage multiple boards simultaneously
- Hourly polling and monitoring for battery status and alerts
- Secure user access with GEO-fencing alerts if the board moves out of a predefined area
- Tracks location in case of theft or loss
- Requires data service (basic level included with modem purchase)

## Radar (Traffic Monitoring)

- Monitors and records traffic patterns in any location and weather condition
- Data retrieval requires physical access to the board

## Modem & Radar with Data Plan

- Includes all modem and radar features with remote access capabilities
- Allows real-time mode changes, speed threshold adjustments, and remote data analysis
- Requires both modem and data plan for full functionality

## Understanding Solar Assist/Solar Powered Operation

- LED panels are powered by rechargeable battery banks
- Batteries are recharged by high-mounted solar panels
- Designed to operate for up to 21 days without sunlight
- Solar panels recharge at a rate of 2.5 hours of sun for every 24 hours of use
- Built-in AC charger included for overnight charging if needed

## Full Matrix Board Display

- Pre-programmed with 250 text messages, 60 graphics, and 20 arrow board displays
- Allows for 100 additional user-created messages

## Features:

- Modular Electronic Components: Easily replaceable electronic components for reduced maintenance downtime
- TCIP-Compliant Controller: User-friendly, dedicated computer reduces programming complexity
- Industrial Steel Trailer: Heavy-duty 2"x3" 11-gauge steel frame with a 2,000-pound axle with powder-coated finish.
- Sign Flexibility: Designed for compact spaces with adjustable 12" & 18" character heights and fonts

## SMC 4000 Unit Specifications

- Raised height: 134" (3.4 m)
- Travel height: 102" (2.6 m)
- Width: 68" (1.73 m)
- Length with tongue: 107" (2.72 m)
- Length without tongue: 55" (1.4 m)
- Weight: 850 lbs. (385.5 kg)
- Energy source: (2) 4D deep cycle batteries
- Solar panel generator system
- Operating temperature range: -20 to +120 degrees F (-29 to +49 degrees C)
- Lift mechanism: 1,500 lbs. brake winch
- Main frame: 2" x 3" x .120" high-grade steel

## Mini Matrix Sign Case Specifications

- Height: 48" (1.22 m)
- Width: 96" (2.43 m)
- Character height: 12" (30 cm) / 18" (46 cm)
- Lamp: LED (4 per pixel)
- Legibility: 1,000 ft. (304 m)

## Computer Specifications

- Control console display: LCD
- Pre-programmed messages: 250
- User-programmable capacity: 100 messages
- NTCIP-compliant software
- Update speed: 100 milliseconds
- Removable solid-state design
- Off-the-shelf QWERTY keyboard

## Mini Matrix Board Character Info

- Character size ranges from 9" to 40" depending on font
- Standard 12.5" font fits 8 characters per line, with a maximum of 3 lines (24 characters per page)
- Smallest 9" font fits 12 characters per line, with a maximum of 4 lines
- Multiple message pages available (e.g., Page 1: "Road Work Ahead," Page 2: "2 AM-6 AM Weekdays")

For more details, bulk order inquiries, or warranty information, [contact us \(https://www.trans-supply.com/co/contact\)](https://www.trans-supply.com/co/contact) today!

## FREQUENTLY ASKED QUESTIONS

Name

E-Mail

Ask A Question

50 characters remaining

I'm not a robot  
reCAPTCHA is changing its terms of service  
[Take action](#)

reCAPTCHA  
Privacy Terms

**CONTINUE...**



All Traffic Solutions Inc  
 PO Box 221410  
 Chantilly, VA 20153  
 Phone: 814-237-8005  
 Fax: 814-237-9006  
 DUNS #: 001225114  
 Tax ID: 25-1887906  
 CAGE Code: 34FQ5

**QUOTE Q-103515**

**DATE:** 11/04/2025

**PAGE NO:** 1

**Mail Purchase Orders to:**  
 3100 Research Dr.  
 State College, PA  
 16801

**Questions contact:**  
**MANUFACTURER:**  
**All Traffic Solutions**  
 Max Wicklein  
 (571) 321-5452  
 X  
 max.wicklein@tapconet.com

**Independent Sales Rep:**

**BILL TO:**  
 Brentwood Police Dept-MD  
 4300 39th Pl  
 Brentwood, MD 20722

**SHIP TO:**  
 Brentwood Police Dept-MD  
 Attn: Anthony Ayers

Billing Contact:

**PAYMENT TERMS:** Net 30  
**CUSTOMER:** Brentwood Police Dept-MD  
**CONTACT:** 240-203-4235

ITEM NO:	DESCRIPTION:	QTY:	EACH:	EXT. PRICE:
4000468	instALERT 24 Message Display; base unit (select mount separately)	1	\$7,436.82	\$7,436.82
4000173	Trailer, ATS-5 (select power separately)	1	\$4,544.10	\$4,544.10
4100557	hrns, Power cord, IA w/ quick connects for trailer	1	\$60.00	\$60.00
4001299	3 Year Warranty	1	\$0.00	\$0.00
4001626	VZW communications prep	1	\$0.00	\$0.00
4000636	Trailer Battery kit for ATS-5, 450Ah deep cycle batteries w/cover, hold down, cables& hdwr (IA24, SA24)	1	\$1,091.40	\$1,091.40
4000740	Trailer Certificate of Origin	1	\$0.00	\$0.00
4000754	USB cable, 16ft, extra long for trailer or pole	1	\$37.74	\$37.74
4000278	Solar panel, 120W: includes bracket for ATS-5 trailer and harness	1	\$1,323.96	\$1,323.96
4000641	Shipping and Handling Common Carrier	1	\$1,000.00	\$1,000.00
4001190	Discount - New Purchase	1	(\$3,000.00)	(\$3,000.00)

Special Notes:

**SALES AMOUNT:**

\$12,494.02

---

**TOTAL  
USD:**

**\$12,494.02**

---

**Duration:** This quote is good for 60 days from date of issue.

**Shipping Notes:** All shipments shall be FOB shipper. Shipping charges shall be additional unless listed on quote.

**Taxes:** Taxes are not included in quote. Please provide a tax-exempt certificate or sales tax will be applied.

**Warranty:** Unless otherwise indicated, all products have a one year warranty from date of sale. Warranty extensions are a component of some applications that are available at time of purchase. A Finance Charge of 1.5% per month will be applied to overdue balances. GSA GS-07F-0092R

I am authorized to commit my organization to this order. If your organization will be creating a purchase order for this order, please submit purchase order to either of the following: Email: [sales@alltrafficsolutions.com](mailto:sales@alltrafficsolutions.com) or Physical Address: Listed at top of quote.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_ Title: \_\_\_\_\_



**ALL TRAFFIC**  
SOLUTIONS



*Connected Solutions for Better Traffic Safety Outcomes*

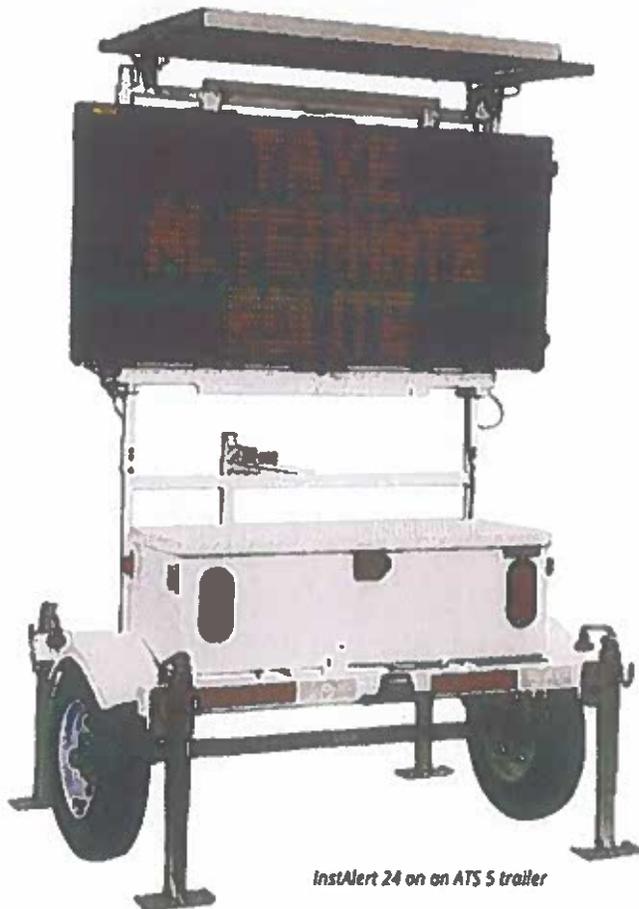
# INSTALERT VARIABLE MESSAGE SIGN

[AllTrafficSolutions.com](http://AllTrafficSolutions.com)

 MADE IN THE USA

## Rapidly Display Custom Messages Wherever They Are Needed

InstAlert is thoughtfully engineered to be the most portable, durable, and easy-to-use message sign on the market.



*InstAlert 24 on an ATS 5 trailer*

### **EXTREME MESSAGING VERSATILITY**

Display up to six screens of custom text and graphics. With InstAlert's fully customizable matrix, the messaging possibilities are endless.

### **UNMATCHED PORTABILITY**

InstAlert 24 is the only variable message sign on the market that folds in half for easy transport in the trunk of a vehicle.

### **QUICK & EASY SETUP**

One person can easily deploy InstAlert on a portable post, pole, trailer, or vehicle hitch in minutes.

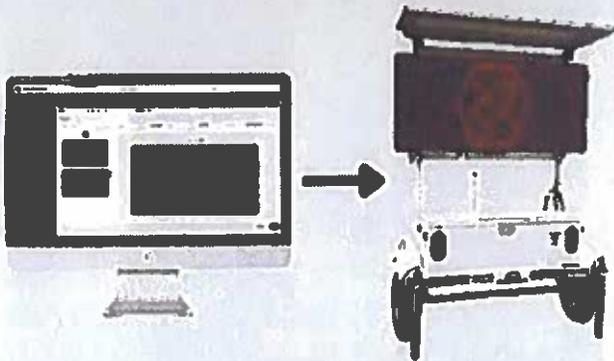
### **RUGGED DURABILITY**

InstAlert is shatterproof, graffiti-resistant, and built to last for a decade or more, even through harsh weather conditions.

 **MADE IN THE USA**

## REMOTE MANAGEMENT

Save time by managing signs through our secure online TrafficCloud® portal. Remotely change and schedule sign messages, monitor power status, turn displays on/off, track signs' locations, and more. Plus, receive real-time alerts when a sign is tampered with, moved to a new location, or is running low on power.



### Product Specs

#### InstAlert 18

**DIMENSIONS** 30" x 20" x 2.74"      **WEIGHT** 29 lbs

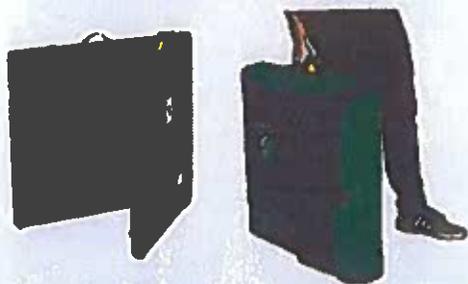
**TEXT**  
1 line: 10.25" H x 5.75" W characters, four per line  
2 lines: 7" H x 4" W characters, six per line

#### InstAlert 24

**DIMENSIONS** 60" x 28" x 1.63"      **WEIGHT** 43 lbs

1 line: 24" H x 12.5" W characters, 4 per line  
2 lines: 10.25" H x 5.75" W characters, 8 per line

**TEXT**  
3 lines: 7" H x 4" W characters, 12 per line  
2 lines: (1) 7" characters, 12/line, (1) 10.25" characters, 8/line



*InstAlert 24 folds for easy transport*



*InstAlert 24 on a portable post*



*InstAlert 24 on a vehicle hitch*



*InstAlert 18 on a pole*





All Traffic Solutions Inc.  
 PO Box 221410  
 Chantilly, VA 20153  
 Phone: 814-237-9005  
 Fax: 814-237-9006  
 DUNS #: 001225114  
 Tax ID: 25-1887906  
 CAGE Code: 34FQ5

**QUOTE Q-103669**

**DATE:** 11/10/2025

**PAGE NO:** 1

**Mail Purchase Orders to:**  
 3100 Research Dr.  
 State College, PA  
 16801

**Questions contact:**  
**MANUFACTURER:**  
**All Traffic Solutions**  
 Max Wicklein  
 (571) 321-5452  
 x  
 max.wicklein@tapconet.com

**Independent Sales Rep:**

**BILL TO:**  
 Brentwood Police Dept-MD  
 4300 39th Pl  
 Brentwood, MD 20722

**SHIP TO:**  
 Brentwood Police Dept-MD  
 , MD  
 Attn: Anthony Ayers

Billing Contact:

**PAYMENT TERMS:** Net 30  
**CUSTOMER:** Brentwood Police Dept-MD  
**CONTACT:** 240-203-4235

ITEM NO:	DESCRIPTION:	QTY:	EACH:	EXT. PRICE:
4000745	SpeedAlert 24 Radar Message Sign (RMS); base unit (select mount separately)	2	\$9,777.72	\$19,555.44
4000750	App, Mobile User Interface perpetual license (only 1 required per account—Bluetooth required, enabled separately)	2	\$100.00	\$200.00
4000173	Trailer, ATS-5 (select power separately)	2	\$4,544.10	\$9,088.20
4100557	hms, Power cord, iA w/ quick connects for trailer	2	\$60.00	\$120.00
4001299	3 Year Warranty	2	\$0.00	\$0.00
4001792	Violator Strobe, Red, White, and Blue for ATS-5 for use with SA24	2	\$1,045.50	\$2,091.00
4000631	Bluetooth: allows wireless control from supported Bluetooth enabled devices (purchased separately)	2	\$420.24	\$840.48
4001626	VZW communications prep	2	\$0.00	\$0.00
4000636	Trailer Battery kit for ATS-5, 450Ah deep cycle batteries w/cover, hold down, cables& hdwr (iA24, SA24)	2	\$1,091.40	\$2,182.80
4000740	Trailer Certificate of Origin	2	\$0.00	\$0.00
4000754	USB cable, 16ft, extra long for trailer or pole	2	\$37.74	\$75.48
4000278	Solar panel, 120W: includes bracket for ATS-5 trailer and harness	2	\$1,323.96	\$2,647.92

4000641	Shipping and Handling Common Carrier	1	\$1,600.00	\$1,600.00
4001190	Discount - New Purchase	1	(\$5,402.00)	(\$5,402.00)

Special Notes:	SALES AMOUNT:		\$32,999.32
	TOTAL USD:	<i>est. for 1 board of 14,401</i>	\$32,999.32

Duration: This quote is good for 60 days from date of issue.

Shipping Notes: All shipments shall be FOB shipper. Shipping charges shall be additional unless listed on quote.

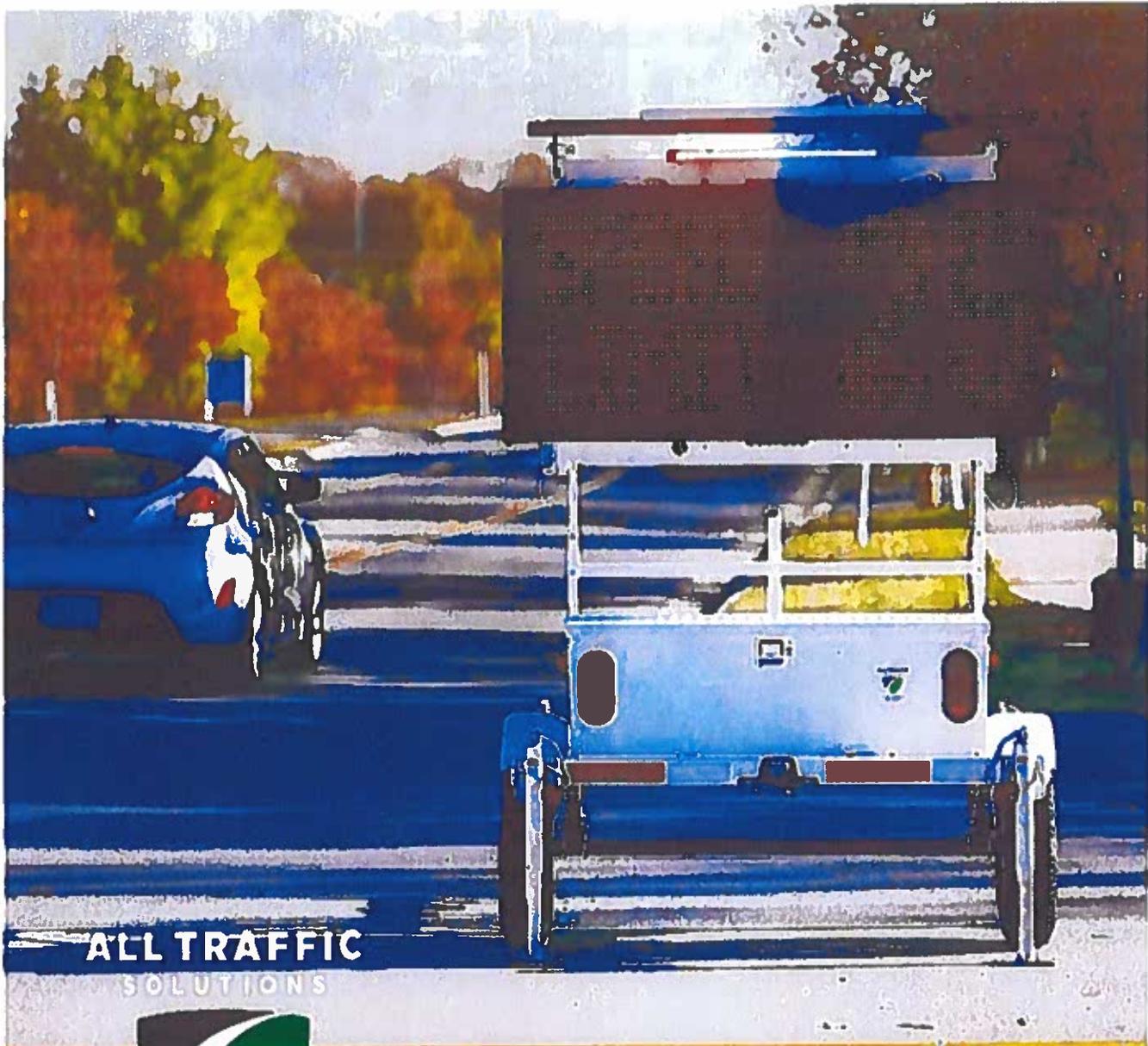
Taxes: Taxes are not included in quote. Please provide a tax-exempt certificate or sales tax will be applied.

Warranty: Unless otherwise indicated, all products have a one year warranty from date of sale. Warranty extensions are a component of some applications that are available at time of purchase. A Finance Charge of 1.5% per month will be applied to overdue balances. GSA GS-07F-0092R

I am authorized to commit my organization to this order. If your organization will be creating a purchase order for this order, please submit purchase order to either of the following: Email [sales@alltrafficsolutions.com](mailto:sales@alltrafficsolutions.com) or Physical Address: Listed at top of quote.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_ Title: \_\_\_\_\_



**ALL TRAFFIC**  
SOLUTIONS



*Connected Solutions for Better Traffic Safety Outcomes*

# SPEEDALERT 24 RADAR MESSAGE SIGN

[AllTrafficSolutions.com](http://AllTrafficSolutions.com)

 MADE IN THE USA

## Reduce Speeding, Share Messages & Collect Data

SpeedAlert combines radar feedback with variable messaging for maximum versatility. Take SpeedAlert anywhere you want to improve traffic safety, address speeding concerns, or share timely information.

### **SPEED-DEPENDENT MESSAGING**

Give drivers immediate feedback by displaying custom messages specific to their speed, like "Slow Down", "Too Fast!", or any other message you choose to create. You have complete control over which messages are displayed, when they are displayed, and for how long.

### **VARIABLE MESSAGING**

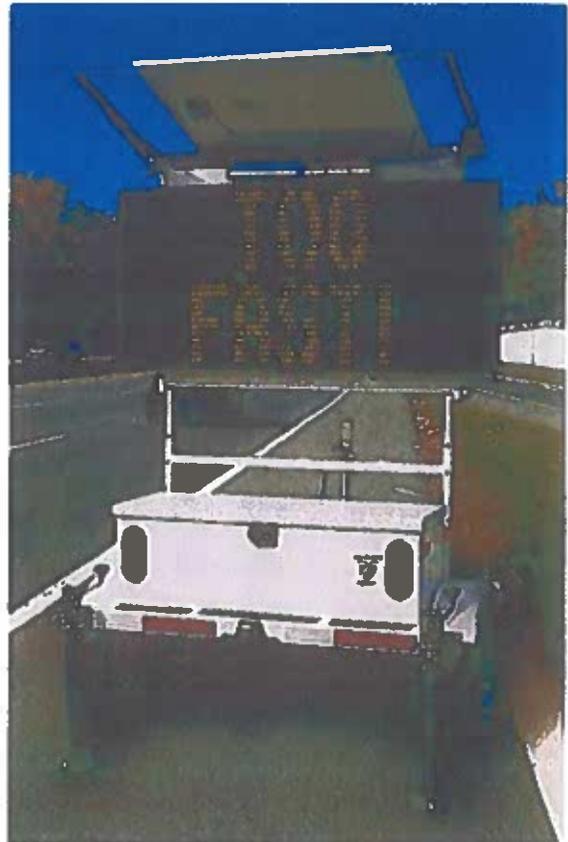
Use as a message board to display multiple screens of custom text and graphics. Share safety alerts, promote traffic safety campaigns, direct traffic, and more.

### **RED & BLUE VIOLATOR STROBE**

Alert those who are traveling at high-risk speeds with flashing red and blue LED lights. You choose which speeds trigger the lights and can change the thresholds at any time.

### **EASY TRANSPORT & SETUP**

The ultra-portable SpeedAlert 24 can fold in half and is easily deployable by one person on a trailer, portable post, pole, or vehicle hitch. The trailer is lightweight and easy to maneuver, so you can take it wherever you need traffic calming or roadside messaging.



*SpeedAlert 24 on an ATS 5 trailer*



**MADE IN THE USA**

## REMOTE MANAGEMENT & DATA ACCESS

Save time by managing signs through our secure online TraffiCloud® portal.

Remotely change and schedule sign messages, update sign settings, monitor battery levels, and download ready-made traffic data reports that display data in clear-cut charts, tables, and graphs. Plus, receive email or text message alerts for low batteries, tampering, and high-speed violators.

## RELIABLE TRAFFIC DATA COLLECTION

SpeedAlert collects accurate speed and traffic volume data, so you can:

- Conduct hassle-free traffic studies
- Quickly resolve speeding complaints
- Increase driver speed awareness
- Improve safety for drivers and pedestrians
- Identify speeding hot spots and prioritize enforcement in high-risk areas

## RUGGED DURABILITY

SpeedAlert is shatterproof, graffiti-resistant, and built to last for a decade or more, even through harsh weather conditions.

**“SpeedAlert acts on our behalf when we can’t be there—it’s the tool in our back pocket.”**

*- Sgt. Zach Finrock, Clarendon Hills IL Police Department*

### Product Specs

#### SpeedAlert 24

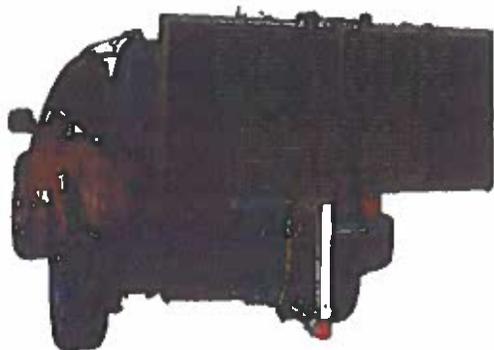
<b>DIMENSIONS</b>	28" x 60" x 1.625"	<b>WEIGHT</b>	43 lbs.
<b>TEXT</b>	1 line: 24" H x 12.5" W characters, 4 per line 2 lines: 10.25" H x 5.75" W characters, 8/line 3 lines: 7" H x 4" W characters, 12 per line 2 lines: (1) 7" char, 12/line, (1) 10.25" char, 8/line		



*SpeedAlert 24 on an ATS S trailer*



*SpeedAlert 24 on a portable post*



*SpeedAlert 24 on a vehicle hitch*

## ABOUT ALL TRAFFIC SOLUTIONS®

Since our inception in 2000, we have helped over 6,000 government agencies, educational institutions, and private sector organizations manage traffic and improve overall safety.



### MADE IN THE USA

We engineer and manufacture our products in the United States at our State College, Pennsylvania production facility.



### EXCEPTIONAL CUSTOMER SERVICE

We are well-known in the industry for providing exceptional service to our customers. We proudly stand behind our solutions with:

- US-based customer support
- Complimentary one-on-one product training sessions
- Industry-leading warranty plans, so you get the most out of your purchase for years to come



For more information visit us online at [AllTrafficSolutions.com](http://AllTrafficSolutions.com)

✉ [sales@alltrafficsolutions.com](mailto:sales@alltrafficsolutions.com) ☎ Call us at 800.366.6607

All Traffic Solutions, 11291 State College Blvd., Suite 100, Chantilly, VA 20151  
All Traffic Solutions, 11291 State College Blvd., Suite 100, Chantilly, VA 20151  
Phone: 800.366.6607, 703.556.6607, 703.556.6607  
All Traffic Solutions, 11291 State College Blvd., Suite 100, Chantilly, VA 20151  
Phone: 800.366.6607, 703.556.6607, 703.556.6607  
All Traffic Solutions, 11291 State College Blvd., Suite 100, Chantilly, VA 20151  
Phone: 800.366.6607, 703.556.6607, 703.556.6607



Sourcwell

Awarded Contract

Contract # 000122-ATS



	TerriGov Service Agreement	ChicPlus Mass Notification Agreement	Everbridge Quote
<b>Initial Term</b>	Three-Years	12 Months Beginning at Signing	12 Months (Year 1)
<b>Total First Year Fees</b>	\$7,700.00 (Includes Implementation/Setup Fee)	USD 5,555.00 (Total Investment - Initial Term)	USD 5,200.00 (Includes One-time Implementation and Setup Fees)
<b>Annual Recurring Fee</b>	\$6,500.00 (Total Ongoing)	USD 4,400.00 (Subject to Upfit)	USD 5,000.00 (Year One Fees)
<b>Setup/Implementation Fee</b>	\$3,000.00 (One Time)	Included in Total Initial Investment (Product: Mass Notification Standard Implementation)	USD 200.00 (Calculated Set Up Fee)
<b>Annual Uplift/Increase</b>	No more than 5% per year (after the Initial Term)	5% to be applied in year 2	Not explicitly stated for subsequent years.
<b>Renewal Procedure</b>	Automatic one (1) year terms after initial Term, unless 60 days written notice provided	Automatic 1 year renewal term, unless 60 days notice provided prior to renewal date	Not explicitly stated in the provided quote pages for renewal.
<b>Key Features/Service</b>	Smart texting for Q&A, issue reporting (potholes, etc.), track requests, work orders (Premium Package). Includes 50,000 Text Messages per year.	Communicator Unlimited SMS + Unlimited Emergency Voice, multi-channel alerting, geo-targeting, NOAA integration, IPAWS.	Public Communications Standard and Resident Connection - Life Safety. Includes 1,000,000 Initial Credits Allowance.





**CivicPlus**  
 302 South 4th St. Suite 500  
 Manhattan, KS 66502  
 US

**Quote #:**  
**Date:**  
**Expires On:**

Statement of Work  
 Q-107263-1  
 9/3/2025 11:55 AM  
 11/2/2025

**Client:**  
 Town of Brentwood, MD

**Bill To:**  
 BRENTWOOD TOWN, MARYLAND

SALESPERSON	Phone	EMAIL	DELIVERY METHOD	PAYMENT METHOD
David Hall		david.hall@civicplus.com		Net 30

One-time(s)

QTY	PRODUCT NAME	DESCRIPTION
1.00	Mass Notification Standard Implementation	Mass Notification System Standard Implementation

Recurring Service(s)

QTY	PRODUCT NAME	DESCRIPTION
1.00	Communicator Unlimited SMS + Unlimited Emergency Voice	Emergency and Mass Notification platform with multi-channel alerting, geo-targeting, polling, mobile apps. Unlimited SMS for all communications. Voice minutes for emergencies. Includes NOAA integration, IPAWS, and white/yellow page data for emergencies.

Total Investment - Initial Term	USD 5,555.00
Annual Recurring Services (Subject to Uplift)	USD 4,400.00

Initial Term	12 Months Beginning at Signing
Initial Term Invoice Schedule	100% Invoiced upon Signature Date

Renewal Procedure	Automatic 1 year renewal term, unless 60 days notice provided prior to renewal date
Annual Uplift	5% to be applied in year 2

---

This Statement of Work ("SOW") shall be subject to the terms and conditions of the CivicPlus Master Services Agreement and the applicable Solution and Services terms and conditions located at <https://www.civicplus.help/hc/en-us/p/legal-stuff> (collectively, the "Binding Terms"). By signing this SOW, Client expressly agrees to the terms and conditions of the Binding Terms throughout the term of this SOW.

Please note that this document is a SOW and not an invoice. Upon signing and submitting this SOW, Client will receive the applicable invoice according to the terms of the invoicing schedule outlined herein.

Client may issue purchase orders for its internal, administrative use only, and not to impose any contractual terms. Any terms contained in any such purchase orders issued by the Client are considered null and will not alter the Binding Terms, the Agreement or this SOW.

**Acceptance of Quote # Q-107263-1**

The undersigned has read and agrees to the Binding Terms, which are incorporated into this SOW, and have caused this SOW to be executed as of the date signed by the Customer which will be the Effective Date:

For CivicPlus Billing Information, please visit <https://www.civicplus.com/verify/>

**Authorized Client Signature**

CivicPlus

By (please sign):

By (please sign):

Printed Name:

Printed Name:

Title:

Title:

Date:

Date:

Organization Legal Name:

Billing Contact:

Title:

Billing Phone Number:

Billing Email:

Billing Address:

Mailing Address: (If different from above)

PO Number: (Info needed on Invoice (PO or Job#) if required)





# Proposal

Valid for 60 days from date of receipt

# Company Overview

---

CivicPlus started back in June of 1998 with a simple yet powerful vision: to develop technology solutions that empower local government staff to manage daily operations efficiently without depending on paper-based processes or complex systems.

Today, CivicPlus provides public sector technology that provides intelligent automation for staff and a unified experience for residents. CivicPlus solutions help increase process efficiency by up to 40%, freeing staff to improve community engagement. Our wide range of government software solutions are designed to be flexible, scalable, and customizable, ensuring a singular experience for residents and staff.

## OUR PORTFOLIO INCLUDES:

- Municipal Websites
- Web Accessibility
- Agenda and Meeting Management
- Mass Notification
- Social Media Archiving
- NextRequest
- Recreation Management
- SeeClickFix 311 CRM
- Municode Codification
- Process Automation and Digital Services
- Community Development
- Asset Management
- Utility Billing
- Resident Portal

## Company Contact Information

302 S. 4th Street, Suite 500  
Manhattan, KS 66502  
Toll Free: 888.228.2233  
Fax: 785.587.8951

[civicplus.com](http://civicplus.com)



## Experience & Recognition

**25+ Years**

**10,000+ Customers**

**950+ Employees**

With public service in our DNA, our 25-year heritage of success is fueled by the expertise of our product innovators—many of whom served in local government. Our commitment to deliver impactful solutions in design and development, end-user satisfaction, and secure hosting has been instrumental in making us a leader in government technology. We are proud to have earned the trust of our over 10,000 customers and their over 100,000 administrative users. In addition, over 340 million residents engage with our solutions daily. With such experience, we are confident that we can provide the best solution for you.

We're proud to be recognized in various ways for our dedication and service to our customers.

- Winner of multiple Stevie® Awards, the world's top honors for customer service, sales professionals, and more.
- Designated a top-100 U.S. company by Government Technology magazine for making a difference in the public sector.
- Selected by Inc. Magazine as "One of the Fastest Growing Privately-Held Companies in the U.S." each year since 2011.
- Certified™ by Great Place To Work®, which is a prestigious award is based entirely on what current employees say about their working experience.



## The Best-Run Local Governments Run on CivicPlus Technology

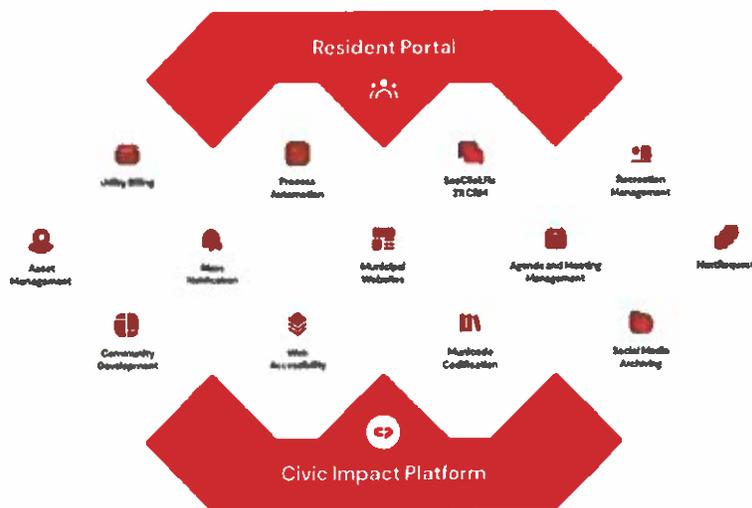
Government leaders tell us that one of their most pressing needs is to improve how residents access and experience municipal services. However, they struggle with budget cutbacks and technology constraints. With CivicPlus, leaders can finally overcome the perpetual trade-off between the demand for better services and the realities of operational resources, by leveraging the unique Civic Impact Platform to deliver both unmatched end-to-end automated efficiency and truly unified, delightful resident experiences.

CivicPlus is the only government technology company exclusively committed to being a trusted partner for impact-led government, enabling our customers to efficiently keep our communities informed, involved, and connected using our innovative and integrated technology solutions built and supported by former municipal leaders and award-winning support teams. With it, our customers increase revenue and operate more efficiently while nurturing trust among residents.

# The Civic Impact Platform

The comprehensive Civic Impact Platform delivers unmatched end-to-end efficiency, supercharging staff impact through intelligent automation, and unlocking collaboration in and across departments. At the same time, this unique platform delivers a truly unified residence experience, delighting residents with a singular profile and single sign on for friction-free, no-hassle services.

With CivicPlus your team is always change-ready, staying a step ahead of disruption, whether evolving compliance and accessibility requirements, civil emergencies, and more.



## IMPACT-LED GOVERNMENT

Impact-led government goes beyond transactional services to create lasting change in communities. By modernizing processes, it uses automation, collaboration, and data-driven insights to help staff work more efficiently and make services more accessible—anticipating needs and addressing challenges before they arise for residents and staff.

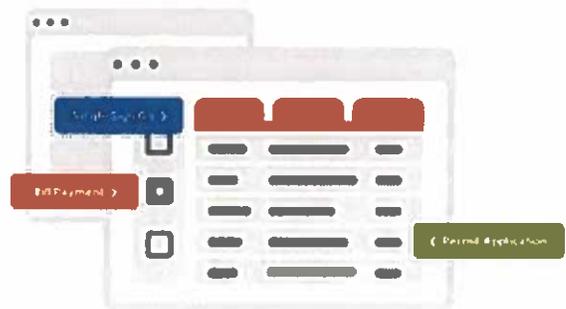
The CivicPlus Civic Impact Platform Enables Impact-Led Government Through Five Key Principles:

1. **Modernize and connect every function:** Work better together through intelligent automation, efficiency, and stronger collaboration.
2. **Deliver a singular, personalized resident experience:** Replace hassle with friction-free delight, delivering a unified profile and intuitive, consistent experiences.
3. **Supercharge staff impact:** Boost staff performance with automated tasks, data-driven decisions, and aligned priorities and processes.
4. **Strengthen compliance, accessibility, and readiness:** Forward-thinking best practices and continuous adaptation to change.
5. **Consolidate on a comprehensive, purpose-built platform:** Choose solution breadth, eliminate multiple vendors, and gain compounding value over time.

# CivicPlus Resident Portal

## THE NEXT EVOLUTION IN DIGITAL RESIDENT ENGAGEMENT

CivicPlus Portal is a mobile-friendly, personalized online hub from which residents can quickly, easily, and securely obtain information, access resources, discover services, complete transactions, and interact with their local government administration. It is the public gateway to the Civic Impact Platform, empowering resident self-service from one central location for everything from submitting forms, referencing recent legislation, and engaging with public meetings to managing individual alert and notification preferences.



### Personalized Resident Benefits:

- One username, password, or popular platform enabled single sign-on (via Facebook, Google, Microsoft, or Apple) to securely manage their user profile and interact with all their government resources and information.
- A personalized, customizable dashboard that serves as the launchpad to save frequently accessed digital services, view past interactions, bookmark frequent payment options, and stay up to date with featured, meaningful content.
- Anytime, anywhere access from any device.
- Enabling self-service form viewing, submission, and payments to support a variety of digital transactions from parking permits and business licenses to pet adoptions.
- Easy management of individual communication preferences related to routine and emergency alerts, website newsletters, and agenda & meeting notifications from one single view.
- A centralized hub to submit and track requests, such as public records requests, non-emergency issues, and code enforcement complaints and violations.

### Staff and Administrator Benefits:

- A low-maintenance tool for administrators to easily spotlight information, share content, and link to services to further promote local government initiatives while improving public transparency and trust.
- Ability to consolidate digital services from multiple CivicPlus and third-party solutions into one intuitive, accessible, and responsive interface.
- Consolidation of siloed alerts and notifications from the variety of solutions you control into a single view residents to sign up for and manage.
- Localization of cross-department payments and forms in one place, including those from CivicPlus and third-party solutions, enhancing residents' convenience for increased payments and engagement.
- Multi-factor authentication options and optimized for security and accessibility.

# Support Services

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## TECHNICAL SUPPORT

With technology, unlimited support is crucial. Our live technical support engineers based in North America are ready to answer your staff members' questions and ensure their confidence. CivicPlus' support team is available to assist with any questions or concerns regarding the technical functionality and usage of your new solution.

CivicPlus Technical Support hours typically span between 7 a.m. to 7 p.m. CST, but vary by product. You can access a Technical Support Team via a toll-free number as well as an online email support system for users to submit technical issues or questions.

Our current initial response time is 4-hours for email tickets during normal hours. Further, emergency technical support for urgent requests is available 24/7 for designated, named points-of-contact for most products.



### Award-Winning Support

CivicPlus has been honored with four Gold Stevie® Awards, eight Silver Stevie® Awards, and eleven Bronze Stevie® Awards. The Stevie Awards are the world's top honors for customer service, contact center, business development, and sales professionals.

## CIVICPLUS HELP CENTER

CivicPlus customers have 24/7 access to our online Help Center where users can review articles, user guides, FAQs, and can get tips on best practices. Our Help Center is continually monitored and updated by our dedicated Knowledge Management Team to ensure we are providing the information and resources you need to optimize your solution. The Help Center also provides our release notes to keep your staff informed of upcoming enhancements and maintenance.

## CONTINUING PARTNERSHIP

We won't disappear after your website is launched. You'll be assigned a dedicated customer success manager. They will partner with you by providing information on best practices and how to utilize the tools of your new system to engage your residents most effectively.

# Proposal Disclaimer

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## Proposal as Non-Binding Document

A successful project begins with a contract that meets the needs of both parties. This proposal is intended as a non-binding document, and the contents hereof may be superseded by an agreement for services. Its purpose is to provide information on a proposed project we believe will meet your needs based on the information available. If awarded the project, CivicPlus reserves the right to negotiate the contractual terms, obligations, covenants, and insurance requirements before a final agreement is reached. We look forward to developing a mutually beneficial contract with you.




Mass Notification



# Communicator Unlimited + Emergency Voice Package

# Features & Functionality

In today's complex world, keeping your community informed and safe requires a reliable, multi-channel communication system. As a leader within your local government, you understand the critical need to reach everyone instantly, whether it is during an emergency or for routine updates. CivicPlus offers the most user-friendly and comprehensive mass notification solution available, designed specifically for the needs of local governments.



Communication with your residents is essential to every aspect of local government, so our Mass Notification system ensures your capacity to communicate with your residents quickly across a variety of channels. Our system allows you to send SMS text, voice calls (utilizing recorded messages or Text-to-Speech (TTS) functionality), social media alerts, and RSS feeds at high rates of speed.

An easy-to-use, intuitive web interface lets you launch critical alerts to all communication channels and devices you leverage during emergencies. Simply select the applicable contact paths, compose a message or upload a pre-designed alert, and click send. Critical messages will then be transmitted simultaneously to all those selected.

Our Mass Notification system is unsurpassed by any other vendor in the industry in sending capabilities. The system sends messages across networks at the following per minute rates:

- Text-to-Speech messages and voice alerts – 12,000 per minute
- SMS text messages – 60,000 per minute
- Email messages – 50,000 per minute

No two people have the exact same preferences for receiving messages. We provide you with multiple contact paths, enabling you to effectively and efficiently reach all intended recipients.

With its speed and growing number of ways to send and receive communications, the possibilities to reach residents with our system are virtually limitless.

CivicPlus offers a variety of packaging to best fit your organization's needs. This Communicator Unlimited + Emergency Voice Package package includes the ability to send unlimited geo-targeted emails and push notifications to the mobile app, along with the ability to instantly push communications to a CivicPlus website, Facebook, X (formerly Twitter), and Nextdoor. This package also includes unlimited SMS and unlimited **emergency-only** voice messaging.

## Public Alerting Channels

- Email
- SMS Text
- Voice Call (ETN)
- X (formerly Twitter)
- Facebook
- Nextdoor
- Mobile App

In addition, APIs can be utilized via webhooks to activate a variety of devices when an alert is sent. Sirens and public signage devices can also be activated by consuming CAP messages from both Atom and RSS feeds.



## MULTILINGUAL VOICE & TEXT TRANSLATION

With our Mass Notification system's multilingual functionality, your voice alerts and text posts can be automatically translated for residents that speak a variety of languages. Subscribers can easily select to receive text messages, voice messages, and/or emails in their preferred language. You compose and send messages the same way and messages are translated automatically.

To ensure all of your residents are connected and informed with our software, multilingual messages are translated into over 60 different languages for email and text and over 25 different languages for voice. The most often requested are:

- Spanish
- French
- Russian
- Portuguese
- Thai
- Hindi
- Chinese
- German
- Italian
- Polish
- Arabic

Unlimited SMS messages and unlimited **emergency-only** voice calls are included in your Communicator Unlimited + Emergency Voice package.

## SOCIAL MEDIA INTEGRATION

The system's integration with social media applications such as Facebook, X (formerly Twitter), and Nextdoor will allow you to post unlimited social media messages to all of your accounts. Accounts can be integrated to automatically post all notifications and group notifications can post to different accounts.

## GEO-TARGETED NOTIFICATIONS

Our Mass Notification system provides intelligent communication with the ability to easily digest local geographic details with robust, yet easy-to-use ESRI-integrated tools. Geo-targeted messaging enables you to:

- Draw a multi-point polygon shape
- Import shapefiles or hosted feature URL
- Save drawn regions as templates for future use
- Remove specific areas from a notification
- Draw complex geospatial shapes of varying sizes with buffered areas, as desired

Simply draw a multi-point or freehand polygon on the map or click on a central point and enter corresponding radial distance you wish to alert, and our system will notify your residents within that area using their stored addresses.

## GROUP/USER MANAGEMENT

The Mass Notification system provides extensive administrator rights and detailed group settings with unlimited user groups. You can utilize granular permissions rendering the solution easily shared with multiple staff members and agencies. Users can then communicate with all members in the system or targeted notifications by group to reach only those affected.

Once contacts have been entered, administrators may search membership files by multiple criteria, including name, phone number, email, or street address. Using a contact list directory, administrators may message contacts through any of the unlimited groups which have been created.



## SIGN-UP

Our Mass Notification's versatile system offers residents with opt-in and opt-out capabilities to meet the specific goals of your organization. When users sign up, they can opt-in to available unique groups such as road closure and recreations. Our powerful platform offers a simple, user-friendly interface with a robust selection of group and network options.

Residents can also sign-up for notifications to one or multiple groups with our text-to-join feature. To join a group, they can simply text a "keyword" to the specified number. Your staff can set up unlimited keywords, allowing you to create keywords for multi-use categories or one-time events, such as a parade.

## EMERGENCY TELEPHONE NOTIFICATION (ETN)

With CivicPlus' ETN, you will be able to send an emergency voice call with white and yellow page landline data. This data is seamlessly updated daily. These contacts are available for you to send alerts about life-threatening emergencies.

## REAL-TIME REPORTING

The Mass Notification solution offers administrators analytics for each message sent. Reporting within the system allows administrators to view and capture engagement statistics, including the status of delivered messages and the percentage of confirmed contacts.

You'll have comprehensive analytics to provide real-time reporting and create paper trails to easily understand the success of your notifications and share with others in your organization.

Following the onset of a crisis and broadcasting critical alerts, easily and quickly confirm, in real time, the status of critical alerts sent via text, voice, email, and mobile app to ensure alerts have been delivered to all intended recipients. Real-time analytics enable you to take alternative steps to reach recipients who experienced a delivery failure.



## POLLING

Utilize polls to assess personal safety and your organization's status. All results are visible in an easy-to-read report on all platforms. Polling can be used through the mobile app or email. Polling can also be utilized via SMS and voice.

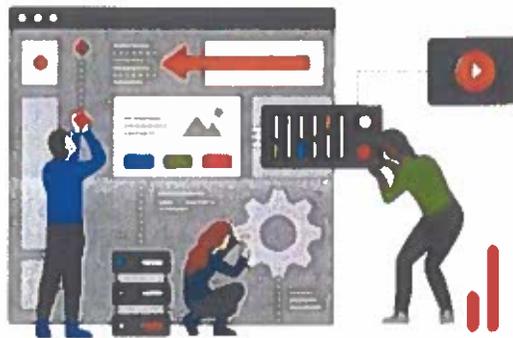
most, protecting life and property. Local government can use IPAWS and integrate local systems that use Common Alerting Protocol (CAP) standards with the IPAWS infrastructure. Our Mass Notification system's IPAWS integration provides an effective way to alert the public not only through wireless networks, but also through landlines, cable and satellite TV, AM/FM radio, digital signage, PA systems, websites, social media, and, if power goes out, NOAA weather radio. IPAWS can be used to handle any kind of threat to the public, including overturned vehicles containing hazardous chemicals, severe weather alerts, missing children, or even terrorists on the loose. The more local, state, and tribal authorities adopt IPAWS, the more communities will be safe and strengthened by good communication.

Prospect will be responsible for obtaining and maintaining Alerting Authority, as defined at <https://www.fema.gov/emergency-managers/practitioners/integrated-public-alert-warning-system/public-safety-officials/alerting-authorities>, with the Federal Emergency Management Agency in order to utilize the IPAWS software provided by CivicPlus.

## The Civic Impact Platform

For governments to operate smoothly, departments, staff, and residents need to be able to find answers, complete their tasks, and communicate without hassle. CivicPlus connects all of your teams and functions, so they work better together for your community. With the Civic Impact Platform, you can:

- Modernize and connect every function.
- Strengthen compliance, accessibility, and readiness.
- Consolidate onto a comprehensive, purpose-built platform.
- Deliver a singular, personalized resident experience.
- Empower staff effectiveness.



## MOBILE APP FOR RESIDENTS

The myAlerts mobile app empowers your residents to sign up, manage their notification settings, and receive notifications all from the palm of their hand. Residents can even receive geo-located notifications pertaining to their current location. It improves the resident experience in receiving communications from you while also improving the effectiveness of your emergency communication capabilities. myAlerts allows residents to quickly and easily:

- Sign-up to receive notifications
- Set their notification preferences
- See all the latest sent posts
- Enable alerts from other locations based on their priority and type



## MOBILE APP FOR ADMINISTRATORS

The mobile app allows administrative users to send alerts, report incidents from the scene, collaborate, and coordinate your team's response with the easy-to-use mobile app on iOS and Android.

## INTERNAL SECURE CHAT

Follow up on polls or messages with Secure Chat to initiate direct two-way communication with your crisis management team.

## TASK LISTS

The Task Lists feature is essential during a critical event and is also useful after a critical event since stakeholders can monitor Task List completion and identify areas for improvement in a business continuity or disaster recovery plan.

Using the Task Lists make planning your emergency response easier, speed up your crisis response time, and optimize your response plans based on data collected during a critical event.

## NOAA WEATHER ALERTS

Through an integration with NOAA weather, distribute urgent news, instructions, and mandates the NOAA distributes to our network via the myAlerts mobile app, social media, CivicPlus Municipal Websites integration, and SMS subscribers. Automation integration uses the polygon provided from NOAA to deliver notifications to the right person. The Mass Notification system can also automatically send alerts to your social media accounts.

## IPAWS

During an emergency, alert and warning officials need to provide the public with life-saving information quickly, regardless of whether they have subscribed for alerts. The Integrated Public Alert and Warning System (IPAWS) is a modernization and integration of the nation's alert and warning infrastructure and will save time when time matters



# Hosting & Security

Redundant power sources and internet access ensure consistent and stable connections. We invest over \$1.0M annually to ensure we adapt to the ever-changing security landscape while providing maximum availability. CivicPlus' extensive, industry-leading process and procedures for protecting and hosting your site is unparalleled.

Maintaining the highest level of security for our customers' systems and protecting the privacy of their data is the cornerstone of our Mass Notification system's philosophy. CivicPlus ensures the safety of its Mass Notification application and the privacy of the data housed therein. Just as you protect your residents, we protect your investment. Our 30 geographically distributed servers make storage limitations a non-issue. CivicPlus ensures the safety of its equipment and guarantees compliance with all network and website vulnerability tests.

Your administrative team can be confident that our Mass Notification system will accommodate your department needs with privacy and security. Customizable administrative access settings and reliable hosting means in times of emergency, system security will be your last concern.

## Security & Availability Features

- 99.9% guaranteed uptime
- Protected department information and internal communications
- Cloud-based and geographically distributed
- Simultaneous use by multiple departments and agencies
- Role-based authorization
- Attribute-based authorization (content, task lists)
- In-transit and at-rest encryption
- Complete workload security (IDPS, firewall, monitoring/alerting)
- Security vulnerability testing, monitoring and remediation (OWASP)
- Additional security and server hardening measures

## High Security Standards

- SSL security
- OS-level firewall
- Authorization bypass security
- Cross-site request forgery (CSRF) security and cross-site scripting (XSS) security
- SQL injection security
- Multiple data centers and redundancies
- Additional security and server hardening measures

# Implementation

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## Project Timeline

Current average implementation can be completed within 4-6 weeks. This timeline can adjust based on data migration needs and overall availability of the customer. If IPAWS authorization assistance is needed with FEMA, the timeline for that portion of the project could extend to 24-weeks due to turnaround time.

Development timelines can vary due to scope, customer availability, milestones set, and other factors. However, your exact implementation timeline can be customized dependent on your launch goals and expectations. We will work with you until your system is up and running and your staff has reached a level of comfort to confidently maintain your new system.

### PHASE 1: INITIATE

- Project Initiation & Review
- Project Kickoff Meeting

### PHASE 2: OPTIMIZE

- Complete Assessment Form
- Request System Creation
- Obtain IPAWS Public Alerting Authority
- Schedule Virtual Training

### PHASE 3: EDUCATE

- Network Admin Training
- System Test & Build
- IPAWS Training
- Teach Back Training for Mass Notification system

### PHASE 4: LAUNCH

- Website Display
- Launch Preparation
- Launch Day

### PHASE 5: GO LIVE & BEYOND

- Customer Transitioned to Dedicated Customer Success Manager

# Implementation Approach

## KICKOFF MEETING

Identify lead personnel to work with CivicPlus on implementation project including:

- Project main contact
- Database administrator to provide user data
- Emergency management communications and engagement staff



We will assist you in developing and mapping out the initial groups you would like to create including which will be designated for emergency messages or routine messaging. Your dedicated project team will discuss possible embeds to be placed on your website for registration and we will schedule training for your network and group administrators based on the final scope of work developed.

## IPAWS AUTHORIZATION

If needed, your implementation consultant will work with you to become authorized by FEMA to issue public alerts on the IPAWS system. The following actions will need to be taken:

- A Memorandum of Agreement (MOA) governing system security must be executed directly with FEMA.
- Complete an application which defines the types of alerts intended to be sent through IPAWS, which must be reviewed and signed by a designated state official before being sent to FEMA.
- Attend a mandatory web-based training course and obtain a certificate of completion.

Your implementation consultant will provide you more specific instructions and answer any questions you may have about the process.

## TRAINING

During this step in the process, you will create your user groups with assistance and guidance from CivicPlus for your default settings. This step of the process will also involve optimizing and uploading user data to efficiently and effectively communicate at Go Live.

This step in the implementation involves identifying and creating your internal User Groups, as well as training on the system. We will assist you in identifying and setting up:

- Super Administrators who will have full control over all settings within the system and will be able to post to any group within the network

- General Admins can send messages to and manage their respective groups and contacts without being able to access network level settings
- Send-Only Administrators who will only be able to send messages to designated groups and contacts

Super Administrators will be trained first to ensure complete familiarity with the system and a comfortable confidence level for implementation once the system is launched. Trainings will also be held for other administrators to the level required for their roles.

Finally, during this step, we will hold discussions with your key stakeholders to provide usage and guidelines policies and help prepare your organization's CivicPlus communication protocol.

## GO LIVE & BEYOND

This is where the rubber meets the road – the launch of your new system! Should you desire, CivicPlus can schedule and coordinate an introductory notification to residents, departments, groups, etc. This will allow your end users to experience first-hand how the system works. It is a great way to validate your phone number database and gather feedback from your organization.

CivicPlus doesn't implement and run. We will continually support (available 24/7/365) and guide you through best practices to maximize the value of the system. Additional virtual training and support is always available. We stand behind our product and behind our customers.



# Optional Enhancements

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## Incident Management and Guide

Alert employees when a crisis occurs and send instructions for how to proceed. View role-specific procedures for a variety of emergencies and disruptions to daily operations. Documents such as business continuity plans or safety procedures can be added and visible in a static view for your staff to view.

## Platform Identity Provider (IdP) Integration

More often, local government IT teams are looking to implement single sign-on (SSO) functionality to simplify user access to all web and cloud-based applications without requiring individual authentication. The CivicPlus' Platform IdP Integration capabilities provide local governments with the following conveniences:

- Faster and easier access to vital third-party solutions that integrate with your CivicPlus unified applications, such as CivicPlus' Municipal Websites, Recreation Management, and Agenda and Meeting Management Select
- Reduced password and account maintenance
- The ability to log into your CivicPlus software accounts from any device with an Active Directory username and password
- Auto-account generation
- Group syncing
- Customization of the design of your active directory login page

We offer integration with Microsoft's Entra ID (formerly Azure AD), Microsoft's Active Directory Federation Services (AD FS) versions 3.0, 4.0, and 5.0, and Okta.

## Blocks of Voice Messages

- 1 Block of 10,000 Voice Messages with Text to Speech (TTS) for Routine Calls

## Resident Customer Contact Data Import

Your current resident contact information will be bulk imported into your new Mass Notification solution during implementation.



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## Marketing Tools

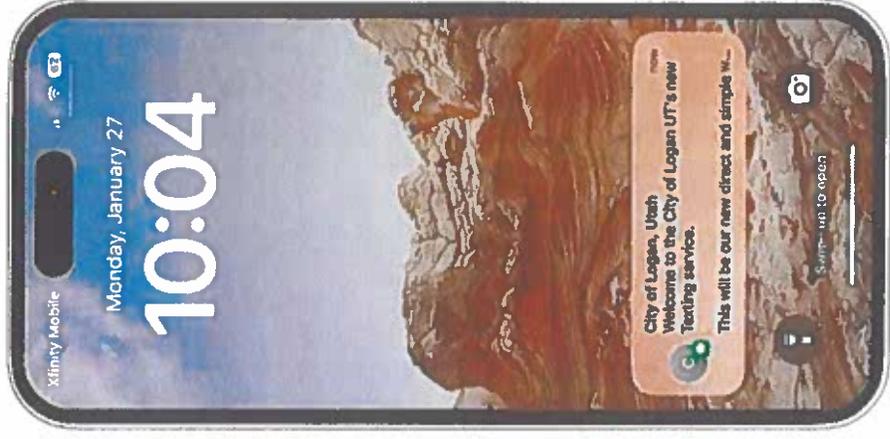
CivicPlus can provide you with the tools to market the launch of your new Mass Notification System. As a part of our Marketing Tools package, you'll receive:

- Social Media Graphic for use in X (Formerly Twitter), Facebook, and Instagram
- Flyer with a link or text-to-join code to urge users to sign up
- Slideshow graphic for your website
- News Flash Graphic with general text highlighting your new Mass Notification system
- Press Release with your logo to announce your system's launch



®

TextMyGov





Send Text Alerts



Send Calls and Voicemails



Connect Alert with Facebook

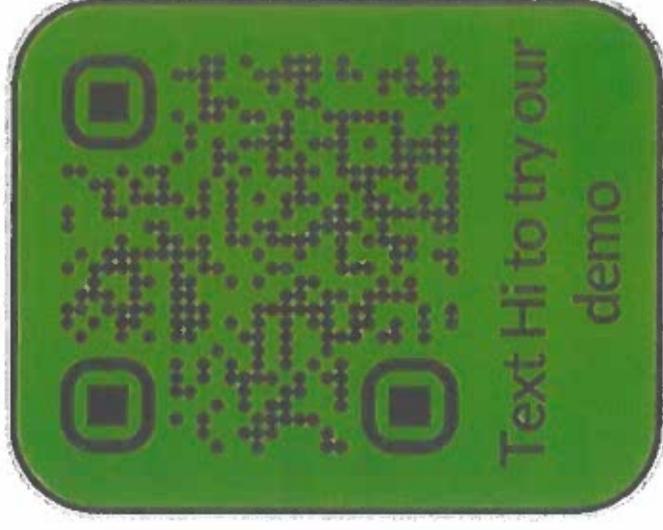


Allow for Citizen Requests and Surveys



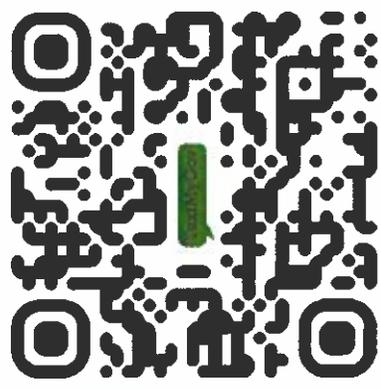
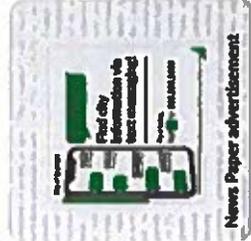
How do we get citizens involved? \_\_\_\_\_

1. Our database of phone numbers
  2. The website widget
  3. Physical and digital media
- \_\_\_\_\_



# Media

**TextMyGov**  
Receive city  
text message  
notifications!  
Text: "MYCITY"  
to: 91896  
**Opt In**



Visit our  
web page

# Enhanced Media Care Package

Social Media Posts



QR Codes



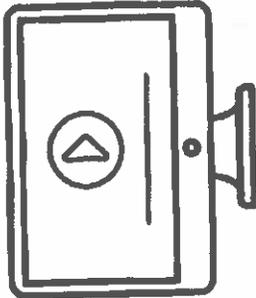
Custom Designs



Flyers



Promotional Video



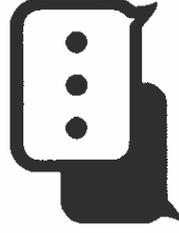
# Text Alerts

With TextMyGov, you can send out text message alerts in the following ways:

---

## Groups

- Unlimited groups
- Easy opt in with keywords
- Citizens receive the information they want
- Schedule alerts



## Map

- Target localized issues
- Alert only those who need to know
- Save areas into groups for easy alerts

# Keywords



TextMyGov's smart texting technology identifies keywords to instantly provide a response.

Office Hours

The city office is open 8AM-5PM, Monday-Friday

Pay Utilities

You can pay your utilities here: [example.com/billpay](http://example.com/billpay)

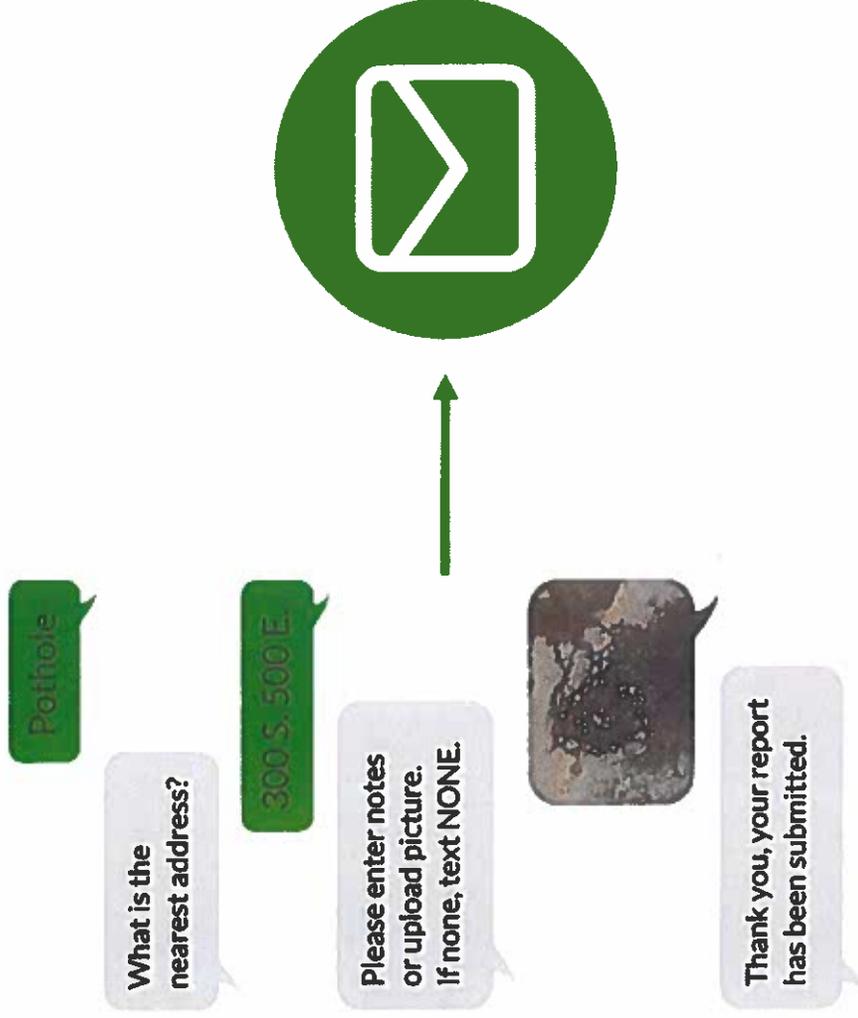
Report

What type of issue are you reporting?  
Example: Pothole, Flood, Debris, Animal Control.

# Text To Report

TextMyGov can provide easy reporting options for your citizens that will be sent to the appropriate department in an organized format

- Customizable questions
- Adding required fields like full name, address, etc.
- Optional photo upload
- Reports will be sent to whatever email(s) you need them to go to, filtering department specific reports and ensuring they end up in the right place.



# TextMyGov<sup>®</sup> + IPAWS

## INTEGRATED PUBLIC ALERT & WARNING SYSTEM



What is IPAWS?

The Integrated Public Alert and Warning System (IPAWS) is FEMA's national system used by Federal, State, Local, Tribal, and Territorial public safety agencies. It can be used to notify the public of vital emergency, safety, and disaster information.

What are the different types of alerts?

- Wireless Emergency Alerts (WEA)
- Emergency Alert System (EAS)
- Non-Weather Emergency Management (NWEM)

What are the benefits of IPAWS?

- Citizen sign-up is not required.
- Targeting specific local areas.
- Tailored to language and functional accessibility.

[Learn more here](#)



## Set up

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### Our Responsibility

- Import database of phone numbers and addresses
- Purchase Phone Number
- Create Account and Login
- Provide successful examples and advice from our current clients
- Create widget for your website
- Create flyers and other promotional material
- Set up reporting and key word options

### Your Responsibility

- Identify staff who would like to begin using the program
- Attend 3 40-minute training meetings with our project manager
- Come ready with ideas of what messages you might want to send to residents and how you would like to receive alerts

# Web Request Form



Request

\*All requests will be received and processed during regular business hours  
indicates required field

### Issue Details

Address of Issue  
#86 Pine Ave Pacific Grove CA 93955 USA

Type an address or pick a point on the map  
Description

Work Type  
Nothing selected

### Your Information

Requestor Name

Requestor Email

Requestor Phone #

### Upload Files

0 Files



Accessibility





TextMyGov  
P.O. Box 3784  
Logan, Utah 84323  
435-787-7222

## Partnership Agreement

---

### Introducing TextMyGov

TextMyGov was developed to open lines of communication with local government agencies and citizens. The system works 24 hours a day and easily connects with your website and other communication methods.

Using the regular messaging app on any smartphone, the smart texting technology allows the citizen to ask questions and get immediate responses, find links to information on the agency's website, address problems, report any issues and upload photos.

According to the Pew Research Center, ***97% of smartphone owners text regularly.***

The technology analysts at Compuware reported ***that 80 to 90% of all downloaded apps are only used once and then eventually deleted*** by users.

## TextMyGov Solutions

Communicate. Engage. Boost Website Traffic. Track and Work.



### Communicate

TextMyGov uses smart texting technology to communicate with citizens. Local government agencies can answer questions, send links to their website, and provide details on garbage pickup, utility payments, city news, events, office hours, just to name a few.



### Engage

TextMyGov uses smart texting technology to engage with citizens. Citizens can easily report issues to any department, such as potholes, drainage problems, tall grass, junk cars. The issue reporting function can be customized for each department and their most commonly reported items. Agencies can engage citizens and ask specific guided questions regarding location, address, street name, and more. If your goal is to engage with citizens and get smart valuable data- You need TextMyGov.



### Boost Website Traffic

TextMyGov uses smart texting technology to maximize a city's website. Citizens can text in keywords like festival, parking, ticketing, meeting, sporting event, etc. The smart texting technology can answer the question or send a link from the city's website with additional information. Local government agencies spend thousands of dollars each year on their website. TextMyGov is the best way to benefit from that investment. If your goal is to benefit from your website investment- You need TextMyGov.



### Track

TextMyGov uses smart texting technology to track and record all the information that is sent in. Agencies can track the cell phone number, date, and time of every request. If your agency wants to be compliant with FOIA- You need TextMyGov.



### Work

Smart texting uses detailed information to track a citizen's request or create a work order. Work orders and requests can be generated and completed. Smart texting allows you to easily collect information like name, location, street address, and allows the user to upload a photo. If your agency wants to track real requests and real work orders submitted by a real cell phone number- You need TextMyGov.

## Implementation

### Getting Started

- After the execution of the Agreement Confirmation page, a project manager will be assigned to assist the client through implementation. A local phone number will be obtained for use with TextMyGov.

### Configuration

- The project manager will work with the client to customize interactive responses, create automation flows, and keyword lists. Training will be provided on how to quickly create and edit data.

### Media Kit

- Advertising materials will be provided to the client, including an infographic for the website and downloadable flyer for social media and other communication methods used by the agency.

### Unlimited Training and Support

- After initial implementation and training, unlimited on-going support is included. Our experts are available M-F 6am-5pm MST.

This quote represents a subscription to TextMyGov with an annual recurring charge for an initial period of Three-Years. The agreement is set to automatically renew on the anniversary date of this agreement, after the Initial Term. Support and service fees may increase following the Initial Term but will increase no more than 5% per year. See below for package price and other details.

*Terms and conditions can be printed and attached as Exhibit A or viewed at [www.TextMyGov.com/terms](http://www.TextMyGov.com/terms)*

**Prepared for:**  
 Brentwood, MD  
 3712 Utah Avenue Brentwood, Maryland 20722  
 Larry Moran townclerk@brentwoodmd.gov

**Prepared by:**  
 Brad Parker  
 Account Executive  
 P.O. Box 3784  
 Logan, UT 84323

Package	Package Price	Billing
<b>TextMyGov- Premium</b>	\$6,000.00	Annual
<b>TextMyGov- NOAA</b>	\$500.00	
<b>TextMyGov- Database</b>	Waived	
<b>Premium Package includes:</b>		
<ul style="list-style-type: none"> <li>• TextMyGov Web-Based Software</li> <li>• Enhanced Media Care Package</li> <li>• Citizen Surveys</li> <li>• Facebook Integration</li> <li>• Local Phone Number</li> <li>• Short Code Number (for outgoing messages)</li> <li>• Unlimited Users</li> <li>• Unlimited Departments</li> <li>• Unlimited Support for Every User</li> <li>• 10 GB Managed online data storage</li> <li>• 50000 Text Messages per year</li> </ul>		
<b>Implementation/Setup Fee</b>	<del>\$3,000.00</del> \$1,200.00	One Time
<b>Total (First Year):</b>	\$7,700.00	First Year
<b>Total (Ongoing):</b>	\$6,500.00	Annual

**Notes:**

1. *This is a Three-Year Agreement. Either party may terminate this agreement at the end of the Initial Term by providing the other party with written notice of termination at least sixty (60) days prior to the expiration of the Initial Term. If Customer terminates the agreement the remaining balance for the Initial Term, if any, will become immediately due and payable. After the Initial Term, this agreement will automatically renew for successive one (1) year terms ("Renewal Term") unless either party provides written notice of non-renewal at least sixty (60) days before the expiration of the then-current term. Should Customer terminate the agreement within the sixty-day period before the expiration of the Initial Term or any Renewal Term, Customer will be obligated to pay the total balance due for the subsequent Renewal Term.*
2. *Customer will send invoice on an annual basis. Invoices will be sent by mail and email to the addresses listed on the Agreement Confirmation page of this agreement. Payment is due within 30 days from the date of the invoice.*
3. *Customer is required to put Text My Gov widget on the Agency's Web Home page.*
4. *This agreement must be signed and returned by .*
5. *Customer is authorized to enter into this agreement and by signing the Agreement Confirmation, agrees to all terms herein and all Terms and conditions listed above.*
6. *Customer is required to provide copy of W 9*

## Additional Services

TextMyGov provides additional applications and services that can be purchased as part of the TextMyGov solution. These can be added to the customer's annual\* cost, upon request.

<b>Additional Storage</b> – Each unit of storage contains an additional 100 GB.	\$250	Annual
<b>Additional text messages</b> – Additional text messages can be purchased at any time. (\$750 for 100,000), (\$550 for 50,000), (\$300 for 25,000)	Price based on amount of text messages	Annual
<b>Database</b> <ul style="list-style-type: none"><li>• Database of your local residence to improve citizen engagement.</li><li>• Database might have been quoted in the original quote. See your package breakdown for details.</li></ul>	Price is based on population. See Account Executive for details.	

## Agreement Confirmation

### Implementation Team Information

Name:

Title:

Email:

Office Phone:

Cell Phone (Required):

### Implementation Team Information

Name:

Title:

Email:

Office Phone:

Cell Phone (Required):

### Billing Information

**(Invoices for the amount will be sent two weeks after signature with net 30 days. Invoices will be sent from an IWorQ email address)**

Billing Contact Name:

Title:

Email:

Office Phone:

Address:

(Please attach copy of W-9)

### Agreement Signature

Name:

Title:

Date:

Signature:

### Widget Contact

Name:

Title:

Email:

Phone:

\*This person is responsible for placing the TextMyGov widget (see options- [TextMyGov/Widget Link](#)) on the agency's website within 60 days of the agreement signature. The TextMyGov widget will remain on the agency's website for the duration of the agreement. If the widget is not placed on the City/County website within 60 days, the Agency agrees to pay an additional \$1,000 towards setup costs (this is to cover TextMyGov's time.)

## Twilio Contact Authorization

### Twilio Authorized Contacts

Employee Name (1):

Email:

Phone Number:

Job Position:

Business Title:

Employee Name (2):

Email:

Phone Number:

Job Position:

Business Title:

I confirm that my nominated authorized representatives agree to be contacted by Twilio.

**\*\*Twilio contact can be the same as the implementation contact. Twilio requires us to have two authorized contacts. They rarely reach out, but if there are any support questions, they require these contacts. \*\***



**Prepared for:**

Larry Moran  
 Town of Brentwood  
 4300 39th Pl  
 Brentwood MD 20722  
 United States  
 Ph: 301-927-3344  
 Fax:  
 Email: townclerk@brentwoodmd.gov

**Quotation**

Quote #: Q-241582-1  
 Date: 10/22/2025  
 Expires On: 11/21/2025  
**Confidential**

Salesperson: Faizan Shariff  
 Phone:  
 Email: faizan.shariff@everbridge.com  
 Payment Term: Net 30  
 Entity ID: Everbridge, Inc. - 26-2919312

**Contract Summary Information:**

Contract Period:

12 Months

**Year 1**

QTY	DESCRIPTION	PRICE
1	Public Communications Standard - US	USD 4,730.00
3,000	Resident Connection - Life Safety - USA	USD 270.00
<b>Year 1 TOTAL:</b>		<b>USD 5,000.00</b>

**Setup**

QTY	DESCRIPTION	PRICE
1	Calculated Set Up Fee	USD 200.00
<b>Setup TOTAL:</b>		<b>USD 200.00</b>

**Pricing Summary:**

Year One Fees:	USD 5,000.00
One-time Implementation and Setup Fees:	USD 200.00
Professional Services:	USD 0.00
<b>Total Year One Fees Due:</b>	<b>USD 5,200.00</b>

**Messaging Credits Summary:**

	Initial Credits Allowance	Additional Credits Purchased	Total Credits

Year 1	1,000,000	0	1,000,000
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**Quote Terms:**

1. By signing this Quote, or issuing a Purchase Order referencing this Quote or the services in this Quote, you represent that you read, understand and agree the terms of the Master Service Agreement below apply to this Quote and any other services provided by Everbridge and are authorized on behalf of the Client to execute the Quote and bind Client to the Master Services Agreement  
<https://www.everbridge.com/master-services-agreement-y11-jan-2025>
2. Subject to sales taxes where applicable.
3. Except for currency designation, the supplemental notes below, if any, supplied in this Quote are for informational purposes and not intended to be legally binding or override the language of the Master Services Agreement.

**Please, Sign, Date and Return:**

**Signature:**

**Date:**

**Name (Print):**

**Title:**

**Please, Sign, Date and Return:**

**Signature:**

**Date:**

**Name (Print):**

**Title:**



**Everbridge, Inc.**  
**8300 Boone Blvd, Suite 800**  
**Vienna, VA 22182**  
**(818) 230-9700**  
**THANK YOU FOR YOUR BUSINESS!**

# Resident Connection – Life Safety - USA

## Overview

Resident Connection allows United States Local Government agencies to maximize the reach of their constituents by providing Immediate access to the resident and business database for the jurisdiction.

Resident Connection has also been developed to help provide faster ways to communicate critical information in an imminent threat to life and property (life-threatening emergencies).

The solution provides users with easy access to available resident and business contacts for their jurisdiction or custom area, including:

- Integrated management of all your contacts within the Everbridge Mass Notification Suite
- This life safety database contains verified contact names, addresses and phone numbers (Landline, VOIP, Wireless). Imminent Threat to Life notification protection for Wireless Data (SMS & VOICE) to prevent misuse in non-emergency notifications
- All contacts contain at least one delivery method, and all have a geocoded address for list-based or map-based contact selections

## Usage

- Resident Connection – Life Safety is available as a premium add-on to Everbridge Mass Notification Suite
- Use of the mobile phone numbers is only permitted for “Imminent Threat to Life” notifications via SMS or Voice
- Use of the landline phone numbers can be used for “Imminent Threat to Life” or notifications via non-emergency messages
- Using Everbridge to send SMS, Voice, Fax, conference calls, TTY communications and notifications are subject to the Everbridge Credit Based Usage Policy
- Our service transmits messages through various channels using standard protocols. Messaging services like email, voice calls, and SMS may experience delays or undelivered messages due to third parties, often chosen by you or the recipient (e.g., busy signal, carrier network issues, or dead battery). We cannot guarantee delivery and advise against relying solely on one messaging channel for important communications.
- Our service supports messaging through various channels, subject to usage limits (“Message Credits”). Your Quote or pricing document outlines your annual Message Credit Limit. This limit includes unlimited push notifications via our app, email, or pager, and a maximum number of individual messages before incurring extra costs. You can monitor your Message Credit usage, limit, and remaining credits on our Client Portal. If

you exceed your limit, we may charge you for overages. We advise purchasing more Message Credits if you are close to your limit. Additional Message Credits can be bought anytime.

- Each of the following is counted as a single message credit:
  - SMS Text messages:
    - For messages that contain only GSM characters, each 153 characters or portion thereof.
    - For messages that contain any non-GSM characters, each 67 characters or portion thereof.
    - GSM characters include only characters in the GSM 7-bit default alphabet.
    - Character limits for SMS Text messages are determined by telecommunication providers. Everbridge reserves the right to change the length of a single SMS Text message if telecommunication providers update these amounts.
  - Voice messages or Conference Voice: One minute or portion of a minute of the voice message, calculated on a cumulative basis per month, per destination country.
  - TTY: One minute per TTY message.
  - Fax: Per Page Transmitted.

## Key features

- Direct access to Resident Connection life safety to generate alerts from within Everbridge Mass Notification Suite user interface
- Leverage pre-loaded jurisdiction boundaries and POI data
- Visualize contacts in Universe & Notification map
- **Resident Connection Data.** If a Client is purchasing Resident Connection Data, Everbridge provides to Client a limited, non-exclusive, non-transferable, non-sublicensable, right to use mobile, landline and VoIP telephone records (“Resident Connection Data”) in connection with emergency notifications sent through the Everbridge Solutions for lawful, life-safety purposes. Resident Connection Data is Confidential Information of Everbridge and is subject to the confidentiality obligations and the license restrictions of this Agreement. Resident Connection Data is owned expressly by Everbridge and rights to use such data terminates upon the termination or expiration of this Agreement.

## Set-up, Implementation & Support

- Minor implementation is required at no charge. Your account manager will coordinate with our implementation team to activate this feature
- Available for United States government agencies delivering life safety communications only
- Available for mass notification organizations only
- Database is automatically updated monthly with no manual intervention.
- To enable our customer support teams to more effectively solve our customers’ support-related issues by providing analytics, suggesting guidance, and improving our knowledge base, as well as allow customers access



to our knowledge base through a chat feature. Access to support tickets is needed for the feature to operate, except for the chat feature where no support ticket or other customer data is required.

For more information about the policies that apply to our Services and how you use them, refer to our Policy Page <https://www.everbridge.com/company-policies>. You will obtain all requisite permissions or consents to support your use. For more information on the accreditations, certifications and operational practices relevant to the Service(s) you have purchased from us, refer to [trust.everbridge.com](https://trust.everbridge.com).

For a full product description, along with best practices and product details, please see the Everbridge User Guide and Everbridge University.



# Everbridge Public Safety Communications Standard – US

Everbridge Public Safety Communications Standard enables government agencies to quickly and reliably send broad or targeted notifications based on lists or location to the public via text, voice, email, and over 100 other modalities. With Everbridge, you are supported by an expandable and redundant infrastructure, industry-leading security and compliance, and real-time visualized intelligence.

Below is a list of key system inclusions:

## Communication channels

- Unlimited notifications through any of the IPAWS channels (EAS, WEA, NWEM, COG-to-COG) for authorized authorities in the United States only
- Unlimited email notifications
- Unlimited notification to social media
- Unlimited text pager notifications
- Unlimited Everbridge mobile app push notifications
- Unlimited notification streams to publicly accessible websites through Everbridge Web Widget
- Unlimited notifications directly to websites and services that support API access via HTTPS using 'Web Posting'
- Unlimited access to one Audio Bulletin Board for contacts to retrieve the audio message at their convenience
- Everbridge Network for situational intelligence & notifications shared by other public and private groups
- SMPP-based True SMS text messaging for reliable and timely message delivery
- Our service transmits messages through various channels using standard protocols. Messaging services like email, voice calls, and SMS may experience delays or undelivered messages due to third parties, often chosen by you or the recipient (e.g., busy signal, carrier network issues, or dead battery). We cannot guarantee delivery and advise against relying solely on one messaging channel for important communications.
- Our service supports messaging through various channels, subject to usage limits ("Message Credits"). Your Quote or pricing document outlines your annual Message Credit Limit. This limit includes unlimited push notifications via our app, email, or pager, and a maximum number of individual messages before incurring extra costs. You can monitor your Message Credit usage, limit, and remaining credits on our Client Portal. If you exceed your limit, we may charge you for overages. We advise purchasing more Message Credits if you are close to your limit. Additional Message Credits can be bought anytime.

- Each of the following is counted as a single message credit:
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    - GSM characters include only characters in the GSM 7-bit default alphabet.
    - Character limits for SMS Text messages are determined by telecommunication providers. Everbridge reserves the right to change the length of a single SMS Text message if telecommunication providers update these amounts.
  - Voice messages or Conference Voice: One minute or portion of a minute of the voice message, calculated on a cumulative basis per month, per destination country.
  - TTY: One minute per TTY message.
- Fax: Per Page Transmitted.
- Unlimited notifications through authorized IPAWS channels:
  - Emergency Alert System (EAS)—send short text message to televisions and audio message to radio
  - Wireless Emergency Alerts (WEA) – send short text message to mobile phones
  - Non-Weather Emergency Alerts (NWEM) – send short audio messages to NOAA radio
  - **IPAWS Authorization.** Client represents and warrants to Everbridge that any employee, agents, or representatives of Client who access IPAWS-OPEN using Client’s credentials provided by FEMA (each, an “IPAWS User”), are authorized by FEMA to use IPAWS-OPEN, have completed all required training, and Client has executed an IPAWS Memorandum of Agreement (“MOA”) with FEMA. Client shall contact Everbridge immediately upon any change in Client or any IPAWS User’s right to access IPAWS-OPEN. Client shall only access IPAWS-OPEN using its designated credentials and FEMA issued digital certificate (“Digital Certificate”). Client acknowledges and agrees that Everbridge shall not have access to its credentials and that Client assumes full responsibility for maintaining the confidentiality of any credentials issued to it. Client shall be solely responsible for any and all claims, damages, expenses (including attorneys’ fees and costs) that arise from any unauthorized use or access to IPAWS-OPEN.
  - **Credentials.** Client shall load and maintain within its Everbridge account Organization, its Digital Certificate, COG ID, and Common Name. Client authorizes and requests Everbridge to use the foregoing stored information to connect Client to IPAWS-OPEN.
  - **Messaging.** Client acknowledges and agrees that: (i) upon submission of messages to IPAWS-OPEN, Everbridge shall have no further liability for the distribution of such message, and that the distribution through IPAWS-OPEN, including, but not limited to, delivery through the Emergency Alert System or the Commercial Mobile Alert System, is in no way guaranteed or controlled by Everbridge; (ii) Everbridge shall not be liable as a result of any failure to receive messages distributed through IPAWS-OPEN; (iii) IPAWS may include additional features not supported through the Everbridge system, and Everbridge shall not be required to provide such additional features to Client; and (iv) Client shall be solely responsible and liable for the content of any and all messages sent through IPAWS-OPEN utilizing its access codes.
  - **Term.** Client acknowledges and agrees that access to IPAWS-OPEN shall be available once Client has provided Everbridge with the Digital Certificate and any other reasonably requested information to verify access to the system. Upon termination of the Agreement access to IPAWS-OPEN shall immediately terminate. In addition, Everbridge may immediately terminate, without liability, access to



IPAWS-OPEN, if Client breaches this Addendum, the MOA, or FEMA changes the IPAWS-OPEN system so that it materially change the business terms and/or feasibility for Everbridge to provide such access.

SMS, Voice, Fax, conference calls, TTY communications (US & Canada), numeric pager, and notifications are subject to the Everbridge Credit Based Usage Policy.

## Core platform access

- Three (3) Organization with unlimited nested static and dynamic groups
- One (1) Contact Data Location per organization
- Access to Single Sign-On
- Access to web-based portal to initiate messages, reporting, and administration
- Access to ManageBridge Application (iOS, Android) and Mobile Optimized Notification Site
- Access to incident communications with incident chat for streamlining and automating communication plans

## Key features

- Unlimited Mass Notification and Incident Templates
- Map-based drawing and selection tools and imported shape files (e.g. Google Maps, Bing Maps, ESRI)
- One-screen broadcast creation workflow to speed message creation and reduce human error
- Downloadable PDF report for each incident
- Real-time reporting for improved situational awareness and easier after-action analysis
- Unlimited user accounts with role-based permissions for contacts
- Flexible role-based access controls to manage user permissions
- Custom branded community opt-in portal with custom fields and opt-in subscriptions
- Organization specific customizable caller ID, greetings, and broadcast settings
- Multi-language text to speech engine and custom voice recording
- Notification escalation to automatically send a notification to the next person or group if there is no confirmation
- Contact Management APIs
- Self-Service Contact Record Management, Contact Import via CSV Upload and via Contact API or via Secure FTP
- Contact filtering based on custom criteria
- Map-based, rule-based, group-based, or individual contact selection
- Automatic address geo-coding for contacts
- Ability to send standard, polling, or on-the-fly 'One-Touch' Conference Call messages
- Public Incident Zone – Alert residents through Everbridge Mobile App on their entry into the impacted area

- 4 Smart Conference bridge lines (subject to regional availability)
- International support:
  - Dynamic caller ID to customize caller IDs with local number per country or broadcast
  - Globally local calling for faster communications using local or regional message initiation

## Set-up, implementation, and support

- Up to 10 remote support hours via a dedicated Implementation Specialist to be used within 60 days of contract signing. These 10 hours include web-based training, system testing, and administrative set-up. Your Implementation Specialist will also deliver your EB Suite system with best-practice recommended settings configured.
- Unlimited access to Everbridge University classes
- 24x7 customer support (phone, web, email)
- To enable our customer support teams to more effectively solve our customers' support-related issues by providing analytics, suggesting guidance, and improving our knowledge base, as well as allow customers access to our knowledge base through a chat feature. Access to support tickets is needed for the feature to operate, except for the chat feature where no support ticket or other customer data is required.
- Global support/operations centers for redundant live support
- Initial contact data upload and test broadcast support
- 5 live operator message initiations per year

## Usage

- For more information about the policies that apply to our Services and how you use them, refer to our Policy Page <https://www.everbridge.com/company-policies>. You will obtain all requisite permissions or consents to support your use. For more information on the accreditations, certifications and operational practices relevant to the Service(s) you have purchased from us, refer to [trust.everbridge.com](https://trust.everbridge.com).





The Town of  
**Brentwood**  
Police Department

Anthony L. Ayers Sr., Chief of Police

## STORAGE CONTAINER PURCHASE REQUEST

10/22/2025

### Request for Approval – Purchase of Refurbished Shipping Container for Town Storage

Dear Mayor/Council:

The Town needs a clean, secure, and accessible storage solution for event supplies and equipment. Currently, we are requesting approval to purchase a refurbished shipping container, which offers an affordable and practical option to meet this need.

The standard container under consideration measures 40 feet in length, 8 feet in width, and 9 feet in height. The quoted price includes both the purchase and delivery of the unit. The container will be in good operational condition, with fully functional doors, seals, and locking mechanisms. Please note that it will not be painted upon arrival; however, the Town may choose to have it painted or explore the possibility of a community mural project.

If approved, the container will be placed within the Public Works yard. Prior to delivery, a site meeting will be held with the Mayor, Town Administrator, Public Works Director, and a Green Team member to ensure the selected location will not interfere with operations or access within the yard.

Below are three vendor options with associated costs. Full quotes from each vendor are attached for your review.

Should you have any questions or need additional information, please feel free to contact me directly.

Respectfully,  
Chief Ayers

VENDOR	ITEM DESCRIPTION	TOTAL COST
Eveon	40 ft Used Container	\$2,468.74
LGI Transport, I.I.C.	40 ft Used Container	\$3,450.00
Boxhub	40 ft Used Container	\$2,170.00

Office (301) 864-1858 Fax (301) 927-0681 Web: [www.brentwoodmd.gov](http://www.brentwoodmd.gov)

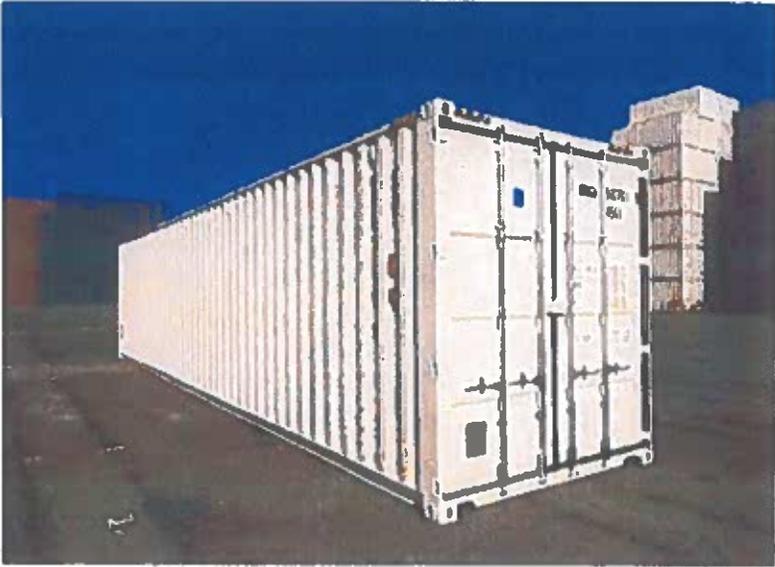
3712 Utah Avenue, Brentwood, MD 20722

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# Outer & Inside View Storage Container

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**Outer View 40 ft Storage Container**



**Inside View 40ft Storage Container**



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**Eveon Containers**

**888-489-7585**

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Delivery in 3 to 5 Business Days

Cart Details Payment Overview



40ft Used Container

Depot: Baltimore, MD  
In stock



Quantity	Price	Total
1	\$1,899.00	\$1,899.00
		(excl. VAT)

### Your receipt

Subtotal (1 container(s))	\$1,899.00
Product discount	-\$100.00
Delivery, 44 mi	\$530.00
Sales and use tax 6% <sup>(1)</sup>	\$139.74
<b>Total</b>	<b>\$2,468.74</b>

Expected delivery time is 4 business days

Shipped with checkout

Hi, I'm Shippy! What can I help you with?



Showing our 4 & 5 star reviews

“ Lehman Rogers did an excellent job...”

A W Cook Comment Products, 2 days ago

“ No issues ”

William, 2 days ago

“ one door works real hard ”

Randy, 2 days ago

4.5 / 5 | 1,458 reviews

★ Trustpilot



Need help checking out? Give us a call. 888.489.7585

- ✔ Clear and upfront pricing, no hidden fees
- ✔ Choose preferred delivery date during next step
- ✔ Save 5% on repeat orders with My Eyeon

Eyeon Containers Inc

11555 W. 10th Ave

Containers For Sale

11555 W. 10th Ave

Used Containers

Hi, I'm Shippy! What can I help you with?

[Terms & Conditions](#)

[Privacy Policy](#)

[Cookies](#)

[Legal](#)

[Contact](#)



Hi. I'm Shippy! What can I help you with?

---

**LGI Transport LLC.**

**908-399-5154**

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**Re: New submission from Sidebar Contact**

**From** Luis Viegas <[iviegaslgi@gmail.com](mailto:iviegaslgi@gmail.com)>  
**Date** Wed 10/8/2025 4:36 PM  
**To** Police Chief <[policechief@brentwoodmd.gov](mailto:policechief@brentwoodmd.gov)>

---

**External Sender - From: (Luis Viegas <[iviegaslgi@gmail.com](mailto:iviegaslgi@gmail.com)>)**  
This message came from outside your organization.

ESTIMATE  
Thank you for contacting LGI Transport LLC.  
As per your request we can offer:

40hi-cu used grade A \$3450.00 Delivered  
40hi-cu NEW Tan color \$5550.00 Delivered

Any questions feel free to contact us Luis Viegas (908-399-5154)

Thank you  
Luis Viegas

On Wed, Oct 8, 2025 at 4:09 PM <[iviegaslgi@gmail.com](mailto:iviegaslgi@gmail.com)> wrote:

**Full Name**

Anthony Leonard Ayers

**Phone**

(240) 203-4235

**Email**

[policechief@brentwoodmd.gov](mailto:policechief@brentwoodmd.gov)

**Type of Container**

40ft High Cube Container

**Rent or Buy**

Buy

**Full Address**

---

3712 Utah Ave

**Zip Code**

20722

--

[Click here to watch our video.](#)

Luis Viegas (908) 399-5154

Fax: 908-713-0053

[viegaslg@gmail.com](mailto:viegaslg@gmail.com)

<http://www.lgitransport.com/>

If you have the space we can deliver to your location !

We Sell, Rent, and Buy storage containers.

This email has been scanned for spam and viruses by Proofpoint Essentials. Click [here](#) to report this email as spam.

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**Boxhub**

**929-470-1216**

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## Your 40ft High Cube container from Boxhub

From Joseph Miller <joseph.miller@boxhub.com>  
Date Wed 10/8/2025 4:16 PM  
To Police Chief <policechief@brentwoodmd.gov>

---

**External Sender - From: (Joseph Miller  
<joseph.miller@boxhub.com>)**

This message came from outside your organization.

Hi Anthony Leonard,

Thank you for considering Boxhub as your storage container provider!

Below, you'll find an estimated cost for your container, including tilt-bed delivery. I'll give you a call shortly to iron out a few details. You're also welcome to call me anytime: +1 929-470-1216.

Container Estimate for Anthony Leonard Ayers (2025-10-08)

40ft High Cube Used (Wind & Watertight) container delivered to Brentwood (20722): **\$2,170.**

Notes

- Your container comes with a condition guarantee and 30-day money-back warranty ([read our full terms here](#)).
- We deliver using tilt-beds, so no offloading equipment is needed.
- Single-unit pricing can change based on local supply, so this estimate is valid for the next 48 hours.
- Bulk discounts are available, so please let me know if you need more than one container.

I'm currently scheduling deliveries 5-7 days out. Do you need this order delivered by a specific date?

Talk soon,

**Joseph Miller**  
Sales Executive  
+1 929-470-1216

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The Town of  
**Brentwood**  
Police Department

Athony J. Ayers Sr., Chief of Police

## **GRANT FUNDING FOR THE PURCHASE OF AXON BODY-WORN CAMERAS, TASER CONTRACT RENEWAL WITH UPGRADES, AND ACQUISITION OF IN-CAR CAMERA SYSTEMS**

11/07/2025

We have just received the pricing details for the upgrades to our **Tasers and Body-Worn Cameras**, as well as the quote for **cameras to be installed in all police vehicles**. The department has been awarded a **GOCCP Grant (PACT-2026-0014)** in the amount of **\$55,200.00** to cover the cost of the equipment and first-year software services.

- **Year 1:** Covered by grant funding
- **Year 2:** \$27,107.20
- **Years 3, 4, and 5:** \$27,107.19 annually

The costs for Years 2 through 5 will need to be included in the Police Department's annual budget for software, services, and licensing.

Please see the attached **Axon quote** and **Sole Source Letter** for additional details.

Respectfully,  
Chief Ayers



Avon Enterprises, Inc.  
 17800 N 85th St  
 Scottsdale, Arizona 85255  
 United States  
 VAT: 86-0741227  
 Domestic:(800) 978-2737  
 International: +1.800.978.2737

Q-757497-45961NN



Quote Expiration: 12/19/2025

Account Number: 304589  
 Payment Terms: N30  
 Mode of Delivery: UPS-GND  
 Credit/Debit Amount: \$0.00

**SHIP TO**

Brentwood Police Dept. - MD  
 4300 39th Pl  
 Brentwood  
 MD  
 20722-1311  
 USA

**BILL TO**

Brentwood Police Dept. - MD  
 4300 39th Pl  
 Brentwood  
 MD  
 20722-1311  
 USA  
 Email:

**SALES REPRESENTATIVE**

Noah Nickerson  
 Phone:  
 Email: nnickerson@avon.com  
 Fax:

**PRIMARY CONTACT**

Anthony Ayers  
 Phone: (301) 664-1858  
 Email: aayers@brentwoodmd.gov  
 Fax:

**Quote Summary**

Program Length	60 Months
<b>TOTAL COST</b>	<b>\$163,628.77</b>
<b>ESTIMATED TOTAL W/ TAX</b>	<b>\$163,628.77</b>

**Discount Summary**

Average Savings Per Year	\$8,192.81
<b>TOTAL SAVINGS</b>	<b>\$40,964.04</b>

**Payment Summary**

Date	Subtotal	Tax	Total
Dec 2025	\$55,200.00	\$0.00	\$55,200.00
Dec 2026	\$27,107.20	\$0.00	\$27,107.20
Dec 2027	\$27,107.19	\$0.00	\$27,107.19
Dec 2028	\$27,107.19	\$0.00	\$27,107.19
Dec 2029	\$27,107.19	\$0.00	\$27,107.19
<b>Total</b>	<b>\$163,628.77</b>	<b>\$0.00</b>	<b>\$163,628.77</b>

Quote Unbundled Price: \$204,988.10  
 Quote List Price: \$165,981.10  
 Quote Subtotal: \$163,628.77

**Pricing**

All deliverables are detailed in Delivery Schedules section lower in proposal

Item	Description	Qty	Term	Unbundled	List Price	Net Price	Subtotal	Tax	Total
<b>Program</b>									
100553	TRANSFER BALANCE - SOFTWARE AND SERVICES	1			\$1.00	(\$1,662.77)	(\$1,662.77)	\$0.00	(\$1,662.77)
100552	TRANSFER BALANCE - GOODS	1			\$1.00	(\$687.56)	(\$687.56)	\$0.00	(\$687.56)
BWC/TAP	BWC Unbundled with TAP	7	60	\$128.58	\$99.66	\$99.66	\$41,857.20	\$0.00	\$41,857.20
C00024	BUNDLE - TASER 10 CERTIFICATION STANDARD	6	60	\$140.77	\$86.66	\$86.66	\$31,197.60	\$0.00	\$31,197.60
Flex3/TAP	Flex 3 Basic + TAP	5	60	\$233.42	\$210.15	\$210.15	\$63,045.00	\$0.00	\$63,045.00
<b>A la Carte Hardware</b>									
H00001	AGA Camera Bundle	7			\$899.00	\$899.00	\$6,293.00	\$0.00	\$6,293.00
H00002	AGA Multi Bay Dock Bundle	1			\$1,638.90	\$1,638.90	\$1,638.90	\$0.00	\$1,638.90
<b>A la Carte Software</b>									
73449	AXON BODY - LICENSE - DEVICE CONNECTIVITY	7	60		\$5.42	\$5.42	\$2,276.40	\$0.00	\$2,276.40
102011	AXON ASSISTANT	7	60		\$32.55	\$32.55	\$13,671.00	\$0.00	\$13,671.00
<b>A la Carte Services</b>									
20379	AXON VR - PSO - FULL INSTALLATION - INSIDE SALES	1			\$6,000.00	\$6,000.00	\$6,000.00	\$0.00	\$6,000.00
<b>Total</b>							<b>\$163,628.77</b>	<b>\$0.00</b>	<b>\$163,628.77</b>

**Delivery Schedule**

Bundle	Item	Description	QTY	Shipping Location	Extended Delivery Date
<b>Hardware</b>					
AGA Camera Bundle	100147	AXON BODY 4 - CAMERA - NA US FIRST RESPONDER BLK RAPIDLOCK	7		02/01/2026
AGA Camera Bundle	100486	AXON BODY 4 - CABLE - USB-C TO USB-C	8		02/01/2026
AGA Camera Bundle	100775	AXON BODY 4 - MAGNETIC DISCONNECT CABLE	8		02/01/2026
AGA Camera Bundle	74020	AXON BODY - MOUNT - MAGNET FLEXIBLE RAPIDLOCK	8		02/01/2026
AGA Multi Bay Dock Bundle	100206	AXON BODY 4 - 8 BAY DOCK	1		02/01/2026
AGA Multi Bay Dock Bundle	70033	AXON - DOCK WALL MOUNT - BRACKET ASSY	1		02/01/2026
AGA Multi Bay Dock Bundle	71019	AXON BODY - DOCK POWERCORD - NORTH AMERICA	1		02/01/2026
AGA Multi Bay Dock Bundle	100126	AXON VR - TACTICAL BAG	1		02/01/2026
BLUNDE - TASER 10 CERTIFICATION STANDARD	100390	AXON TASER 10 - HANDLE - YELLOW CLASS 3R	6		02/01/2026
BLUNDE - TASER 10 CERTIFICATION STANDARD	100394	AXON TASER 10 - MAGAZINE - HALT TRAINING BLUE	4		02/01/2026
BLUNDE - TASER 10 CERTIFICATION STANDARD	100386	AXON TASER 10 - MAGAZINE - INERT RED	1		02/01/2026
BLUNDE - TASER 10 CERTIFICATION STANDARD	100399	AXON TASER 10 - CARTRIDGE - LIVE	90		02/01/2026
BLUNDE - TASER 10 CERTIFICATION STANDARD	100400	AXON TASER 10 - CARTRIDGE - HALT	50		02/01/2026
BLUNDE - TASER 10 CERTIFICATION STANDARD	100401	AXON TASER 10 - CARTRIDGE - INERT	10		02/01/2026
BLUNDE - TASER 10 CERTIFICATION STANDARD	100391	AXON TASER - CLEANING KIT	1		02/01/2026
BLUNDE - TASER 10 CERTIFICATION STANDARD	100811	AXON TASER 10 - SAFARI/LAND HOLSTER - RH	1		02/01/2026
BLUNDE - TASER 10 CERTIFICATION STANDARD	100623	ENHANCED HOOK-AND-LOOP TRAINING (HALT) SUIT (V2)	6		02/01/2026

**Hardware**

Bundle	Item	Description	QTY	Shipping Location	Estimated Delivery Date
BUNDLE - TASER 10 CERTIFICATION STANDARD	100748	AXON VR - CONTROLLER - TASER 10	1	1	02/01/2026
BUNDLE - TASER 10 CERTIFICATION STANDARD	101122	AXON VR - HOLSTER - T10 SAFARILAND GRAY - RH	1	1	02/01/2026
BUNDLE - TASER 10 CERTIFICATION STANDARD	101455	AXON TASER 10 - REPLACEMENT TOOL KIT - INTERPOSER BUCKET	1	1	02/01/2026
BUNDLE - TASER 10 CERTIFICATION STANDARD	101456	AXON TASER 10 - REPLACEMENT INTERPOSER BUCKET	1	1	02/01/2026
BUNDLE - TASER 10 CERTIFICATION STANDARD	101751	AXON VR - HEADSET - HTC FOCUS VISION	1	1	02/01/2026
BUNDLE - TASER 10 CERTIFICATION STANDARD	101755	AXON TASER 10 - MAGAZINE - LIVE DUTY BLACK V2	6	1	02/01/2026
BUNDLE - TASER 10 CERTIFICATION STANDARD	101757	AXON TASER 10 - MAGAZINE - LIVE TRAINING PURPLE V2	3	1	02/01/2026
BUNDLE - TASER 10 CERTIFICATION STANDARD	20018	AXON TASER - BATTERY PACK - TACTICAL	2	1	02/01/2026
BUNDLE - TASER 10 CERTIFICATION STANDARD	20018	AXON TASER - BATTERY PACK - TACTICAL	6	1	02/01/2026
BUNDLE - TASER 10 CERTIFICATION STANDARD	70033	AXON - DOCK WALL MOUNT - BRACKET ASSY	1	1	02/01/2026
BUNDLE - TASER 10 CERTIFICATION STANDARD	71019	AXON BODY - DOCK POWERCORD - NORTH AMERICA	1	1	02/01/2026
BUNDLE - TASER 10 CERTIFICATION STANDARD	74200	AXON TASER - DOCK - SIX BAY PLUS CORE	1	1	02/01/2026
BUNDLE - TASER 10 CERTIFICATION STANDARD	80087	AXON TASER - TARGET - CONDUCTIVE PROFESSIONAL RUGGEDIZED	1	1	02/01/2026
BUNDLE - TASER 10 CERTIFICATION STANDARD	80090	AXON TASER - TARGET FRAME - PROFESSIONAL 27.5 IN X 7.5 IN	1	1	02/01/2026
Feed 3 Basic + TAP	101675	AXON FLEET - ERICSSON GRADLEPOINT R980-SCD-A-SYR NETCLOUD	5	1	02/01/2026
Feed 3 Basic + TAP	101924	AXON FLEET - TAGGLAS ANT - 7.9M-14CELL ZWIFI 1GMS5 NT	5	1	02/01/2026
Feed 3 Basic + TAP	701112	AXON SIGNAL - VEHICLE	5	1	02/01/2026
Feed 3 Basic + TAP	72036	AXON FLEET 3 - STANDARD 2 CAMERA KIT	5	1	02/01/2026
BUNDLE - TASER 10 CERTIFICATION STANDARD	100400	AXON TASER 10 - CARTRIDGE - HALT	30	1	02/01/2027
BUNDLE - TASER 10 CERTIFICATION STANDARD	100400	AXON TASER 10 - CARTRIDGE - HALT	30	1	02/01/2028
BUNDLE - TASER 10 CERTIFICATION STANDARD	101012	AXON VR - TAP REFRESH 1 - CONTROLLER	1	1	08/01/2028
BUNDLE - TASER 10 CERTIFICATION STANDARD	20373	AXON VR - TAP REFRESH 1 - HEADSET	1	1	08/01/2028
BUNDLE - TASER 10 CERTIFICATION STANDARD	73309	AXON BODY - TAP REFRESH 1 - CAMERA	7	1	08/01/2028
BUNDLE - TASER 10 CERTIFICATION STANDARD	73689	AXON BODY - TAP REFRESH 1 - DOCK MOUNT BAY	1	1	08/01/2028
BUNDLE - TASER 10 CERTIFICATION STANDARD	100400	AXON TASER 10 - CARTRIDGE - HALT	30	1	02/01/2029
BUNDLE - TASER 10 CERTIFICATION STANDARD	100400	AXON TASER 10 - CARTRIDGE - HALT	30	1	02/01/2030
BUNDLE - TASER 10 CERTIFICATION STANDARD	73310	AXON BODY - TAP REFRESH 2 - CAMERA	7	1	02/01/2031
BUNDLE - TASER 10 CERTIFICATION STANDARD	73688	AXON BODY - TAP REFRESH 2 - DOCK MOUNT BAY	1	1	02/01/2031
BUNDLE - TASER 10 CERTIFICATION STANDARD	72040	AXON FLEET - TAP REFRESH 1 - 2 CAMERA KIT	5	1	02/01/2031

**Software**

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
BUNDLE - TASER 10 CERTIFICATION STANDARD	101180	AXON TASER - DATA SCIENCE PROGRAM	6	03/01/2026	02/28/2031
BUNDLE - TASER 10 CERTIFICATION STANDARD	101703	AXON VR - USER ACCESS - TASER SKILLS	6	03/01/2026	02/28/2031
BUNDLE - TASER 10 CERTIFICATION STANDARD	20248	AXON TASER - EVIDENCE COM LICENSE	6	03/01/2026	02/28/2031
BUNDLE - TASER 10 CERTIFICATION STANDARD	20248	AXON TASER - EVIDENCE COM LICENSE	1	03/01/2026	02/28/2031
BUNDLE - TASER 10 CERTIFICATION STANDARD	73686	AXON EVIDENCE - STORAGE - UNLIMITED (AXON DEVICE)	7	03/01/2026	02/28/2031
BUNDLE - TASER 10 CERTIFICATION STANDARD	73746	AXON EVIDENCE - ECOM LICENSE - PRO	7	03/01/2026	02/28/2031
BUNDLE - TASER 10 CERTIFICATION STANDARD	80400	AXON EVIDENCE - FLEET VEHICLE LICENSE	5	03/01/2026	02/28/2031
BUNDLE - TASER 10 CERTIFICATION STANDARD	80410	AXON EVIDENCE - STORAGE - FLEET 1 CAMERA UNLIMITED	10	03/01/2026	02/28/2031
BUNDLE - TASER 10 CERTIFICATION STANDARD	100011	AXON AI ASSISTANT	7	03/01/2026	02/28/2031
BUNDLE - TASER 10 CERTIFICATION STANDARD	73449	AXON BODY - LICENSE - DEVICE CONNECTIVITY	7	03/01/2026	02/28/2031

**Services**

Bundle	Item	Description	QTY
BUNDLE - TASER 10 CERTIFICATION STANDARD	100751	AXON TASER 10 - REPLACEMENT ACCESS PROGRAM - DUTY CARTRIDGE	6

**Services**

Bundle	Item	Description	QTY
BUNDLE - TASER 10 CERTIFICATION STANDARD	101193	AXON TASER - ON DEMAND CERTIFICATION	6
Fleet 3 Basic + TAP	100738	AXON FLEET 3 - SIM INSERTION - VZW 4FF	5
	73391	AXON FLEET 3 - DEPLOYMENT PER VEHICLE - NOT OVERSIZED	5
Ab Care	20379	AXON VR - PSO - FULL INSTALLATION - INSIDE SALES	1

**Warranties**

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
BUNDLE - TASER 10 CERTIFICATION STANDARD	100197	AXON VR - EXT WARRANTY - HEADSET	1	02/01/2027	02/29/2031
BUNDLE - TASER 10 CERTIFICATION STANDARD	100704	AXON TASER 10 - EXT WARRANTY - HANDLE	6	02/01/2027	02/29/2031
BUNDLE - TASER 10 CERTIFICATION STANDARD	101007	AXON VR - EXT WARRANTY - CONTROLLER	1	02/01/2027	02/29/2031
BUNDLE - TASER 10 CERTIFICATION STANDARD	80374	AXON TASER - EXT WARRANTY - BATTERY PACK T7710	6	02/01/2027	02/29/2031
BUNDLE - TASER 10 CERTIFICATION STANDARD	80374	AXON TASER - EXT WARRANTY - BATTERY PACK T7710	2	02/01/2027	02/29/2031
BUNDLE - TASER 10 CERTIFICATION STANDARD	80396	AXON TASER - EXT WARRANTY - DOCK SIX BAY T7710	1	02/01/2027	02/29/2031
BMC Unbranded with TAP	80464	AXON BODY - TAP WARRANTY - CAMERA	7	02/01/2027	02/29/2031
Fleet 3 Basic + TAP	80465	AXON BODY - TAP WARRANTY - MULTI BAY DOCK	1	02/01/2027	02/29/2031
Fleet 3 Basic + TAP	80379	AXON SIGNAL - EXT WARRANTY - SIGNAL UNIT	5	02/01/2027	02/29/2031
Fleet 3 Basic + TAP	80495	AXON FLEET 3 - EXT WARRANTY - 2 CAMERA KIT	5	02/01/2027	02/29/2031

### Shipping Locations

Location Number	Street	City	State	Zip	Country
1	4300 39th Pl	Brentwood	MD	20722-1311	USA
2	4300 39th Pl	Brentwood	MD	20722-1311	USA

### Payment Details

#### Dec 2025

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
	Transfer Value	TRANSFER BALANCE - GOODS	1	(\$687.56)	\$0.00	(\$687.56)
	Transfer Value	TRANSFER BALANCE - SOFTWARE AND SERVICES	1	(\$1,682.77)	\$0.00	(\$1,682.77)
	Upfront Hardware	AXON VR - PSD - FULL INSTALLATION - INSIDE SALES	1	\$6,000.00	\$0.00	\$6,000.00
	Upfront Hardware	AB4 Camera Bundle	7	\$6,293.00	\$0.00	\$6,293.00
	Upfront Hardware	AB4 Multi Bay Dock Bundle	1	\$1,638.90	\$0.00	\$1,638.90
	Year 1	AXON AI ASSISTANT	7	\$3,921.96	\$0.00	\$3,921.96
	Year 1	AXON BODY - LICENSE - DEVICE CONNECTIVITY	7	\$653.04	\$0.00	\$653.04
	Year 1	BWC Unltd with TAP	7	\$12,007.80	\$0.00	\$12,007.80
	Year 1	BUNDLE - TASER 10 CERTIFICATION STANDARD	6	\$8,949.76	\$0.00	\$8,949.76
	Year 1	Field 3 Basic + TAP	5	\$18,065.97	\$0.00	\$18,065.97
<b>Total</b>				<b>\$35,200.00</b>	<b>\$0.00</b>	<b>\$35,200.00</b>

#### Mar 2026

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
	Invoice Upon Fulment	Field 3 Basic + TAP	5	\$0.00	\$0.00	\$0.00
<b>Total</b>				<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

#### Dec 2026

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
	Year 2	AXON AI ASSISTANT	7	\$2,437.29	\$0.00	\$2,437.29
	Year 2	AXON BODY - LICENSE - DEVICE CONNECTIVITY	7	\$405.84	\$0.00	\$405.84
	Year 2	BWC Unltd with TAP	7	\$7,462.36	\$0.00	\$7,462.36
	Year 2	BUNDLE - TASER 10 CERTIFICATION STANDARD	5	\$5,561.97	\$0.00	\$5,561.97
	Year 2	Field 3 Basic + TAP	5	\$11,239.74	\$0.00	\$11,239.74
<b>Total</b>				<b>\$27,107.26</b>	<b>\$0.00</b>	<b>\$27,107.26</b>

#### Dec 2027

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
	Year 3	AXON AI ASSISTANT	7	\$2,437.29	\$0.00	\$2,437.29
	Year 3	AXON BODY - LICENSE - DEVICE CONNECTIVITY	7	\$405.84	\$0.00	\$405.84
	Year 3	BWC Unltd with TAP	7	\$7,462.35	\$0.00	\$7,462.35
	Year 3	BUNDLE - TASER 10 CERTIFICATION STANDARD	6	\$5,561.97	\$0.00	\$5,561.97
	Year 3	Field 3 Basic + TAP	5	\$11,239.74	\$0.00	\$11,239.74
<b>Total</b>				<b>\$27,107.19</b>	<b>\$0.00</b>	<b>\$27,107.19</b>

Dec 2028						
Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 4	102011	AXON ASSISTANT	7	\$2,437.29	\$2.30	\$2,437.29
Year 4	73449	AXON BODY - LICENSE - DEVICE CONNECTIVITY	7	\$405.84	\$0.00	\$405.84
Year 4	BWCUMTAP	BWC Unbranded with TAP	7	\$7,462.35	\$0.00	\$7,462.35
Year 4	C00024	BUNDLE - TASER 10 CERTIFICATION STANDARD	6	\$5,561.97	\$0.00	\$5,561.97
Year 4	Fleets3+TAP	Fleet 3 Basic + TAP	5	\$11,239.74	\$0.00	\$11,239.74
<b>Total</b>				<b>\$27,107.19</b>	<b>\$0.00</b>	<b>\$27,107.19</b>

Dec 2029						
Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 5	102011	AXON ASSISTANT	7	\$2,437.29	\$0.00	\$2,437.29
Year 5	73449	AXON BODY - LICENSE - DEVICE CONNECTIVITY	7	\$405.84	\$0.00	\$405.84
Year 5	BWCUMTAP	BWC Unbranded with TAP	7	\$7,462.35	\$0.00	\$7,462.35
Year 5	C00024	BUNDLE - TASER 10 CERTIFICATION STANDARD	6	\$5,561.97	\$0.00	\$5,561.97
Year 5	Fleets3+TAP	Fleet 3 Basic + TAP	5	\$11,239.74	\$0.00	\$11,239.74
<b>Total</b>				<b>\$27,107.19</b>	<b>\$0.00</b>	<b>\$27,107.19</b>

Tax is estimated based on rates applicable at date of quote and subject to change at time of invoicing. If a tax exemption certificate should be applied, please submit prior to invoicing.

## Standard Terms and Conditions

Axon Enterprise Inc. Sales Terms and Conditions

Axon Master Services and Purchasing Agreement:

This Quote is limited to and conditional upon your acceptance of the provisions set forth herein and Axon's Master Services and Purchasing Agreement (posted at <https://www.axon.com/sales-terms-and-conditions>), as well as the attached Statement of Work (SOW) for Axon Fleet and/or Axon Interview Room purchase, if applicable. In the event you and Axon have entered into a prior agreement to govern all future purchases, that agreement shall govern to the extent it includes the products and services being purchased and does not conflict with the Axon Customer Experience Improvement Program Appendix as described below.

ACEIP:

The Axon Customer Experience Improvement Program Appendix, which includes the sharing of de-identified segments of Agency Content with Axon to develop new products and improve your product experience (posted at [www.axon.com/legal/sales-terms-and-conditions](http://www.axon.com/legal/sales-terms-and-conditions)), is incorporated herein by reference. By signing below, you agree to the terms of the Axon Customer Experience Improvement Program.

Acceptance of Terms:

Any purchase order issued in response to this Quote is subject solely to the above referenced terms and conditions. By signing below, you represent that you are lawfully able to enter into contracts. If you are signing on behalf of an entity (including but not limited to the company, municipality, or government agency for whom you work), you represent to Axon that you have legal authority to bind that entity. If you do not have this authority, please do not sign this Quote.

## Exceptions to Standard Terms and Conditions

Agency has existing contract(s) originated  
via Quote(s):

Q-333799, Q-340708,

Agency is terminating those contracts  
effective 1/1/2026. Any changes in this  
date will result in modification of the  
program value which may result in  
additional fees or credits due to or from  
Axon.

The parties agree that Axon is applying a  
Transfer Balance of -\$601.13

100% discounted body-worn camera and  
docking station hardware contained in this  
quote reflects a TAP replacement for  
hardware purchased under existing quotes  
aforementioned above. All TAP obligations  
from this contract will be considered  
fulfilled upon execution of this quote.

Any credits contained in this quote are  
contingent upon payment in full of the  
following amounts:

Outstanding Invoice - INUS031588 -  
11/18/2021 - \$2,690.40 Outstanding  
Invoice - INUS199033 - 11/1/2023 -  
\$2,690.40 Outstanding Invoice -  
INUS293667 - 11/1/2024 - \$2,690.40

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**Signature**

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**Date Signed**

10/31/2025





11800 LINDSEY STREET  
DOWNEY, ARIZONA 85305  
PHOENIX  
AZONA, ARIZONA

November 4th, 2025

**To:** Brentwood Police Department - Maryland

**Re:** Sole Source Letter for Axon Enterprise, Inc.'s TASER Energy Weapons, Axon brand products, and Axon Evidence (Evidence.com) Digital Evidence Management Solutions<sup>1</sup>

A sole source justification exists because the following goods and services required to satisfy the agency's needs are only manufactured and available for purchase from Axon Enterprise. Axon is also the sole distributor and retailer of all TASER brand products for the agency identified in this letter.

### TASER Energy Weapon Descriptions



#### TASER 10 Energy Weapon

- Multi-shot energy weapon
- Detachable magazine holding 10 TASER 10 Cartridges
- 45-foot (13.7-meter) range
- High-efficiency flashlight
- Green LASER sight
- Central Information Display (CID): Displays mission critical data such as remaining battery energy, burst time, and cartridge status.
- Weapon logs
- TASER Weapons Dock connected to Axon Evidence (Evidence.com) services
- Onboard self-diagnostic and system status monitoring and reporting
- Real-time clock updated when the battery pack is plugged into the TASER Weapons Dock
- Ambidextrous selector switch
- Can be configured by the agency to alert Axon camera systems
- The trigger activates a single cycle (approximately five seconds). Holding the trigger down will continue the discharge beyond the standard cycle (unless configured by the agency to stop at five seconds). The energy weapon cycle can be stopped by placing the safety switch in the down (SAFE) position.
- Compatible with TASER 10 Cartridges only

#### TASER 7 Energy Weapon

- Multiple-shot energy weapon
- High-efficiency flashlight
- Close Quarter and Standoff cartridges

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<sup>1</sup> Axon is also the sole developer and offeror of the Axon Evidence (Evidence.com) data management services. Axon Evidence is both a division of Axon and a data management product solution offered by Axon. Axon Evidence is not a separate corporate entity.



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SCOTTSDALE, ARIZONA 85255

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- Green LASER and dual red LASERs that adjust for cartridge angle
- Arc switch enables drive-stun with or without a TASER 7 Cartridge installed
- Central Information Display (CID): Displays mission critical data such as remaining battery energy, burst time, and cartridge status.
- Weapon logs
- TASER Weapons Dock connected to Axon Evidence (Evidence.com) services
- Onboard self-diagnostic and system status monitoring and reporting
- Real-time clock updated when the battery pack is plugged into the TASER Weapons Dock
- Ambidextrous safety switch
- Can be configured by the agency to alert Axon camera systems
- The trigger activates a single cycle (approximately five seconds). Holding the trigger down will continue the discharge beyond the standard cycle (unless configured by the agency to stop at five seconds). The energy weapon cycle can be stopped by placing the safety switch in the down (SAFE) position.
- Compatible with TASER 7 Cartridges only

#### **TASER 7 CQ Energy Weapon**

- Multiple-shot energy weapon for agencies that deploy energy weapons mostly at close quarters (CQ)
- High-efficiency flashlight
- Close Quarter cartridges
- Arc switch enables drive-stun with or without a TASER 7 Cartridge installed
- Central Information Display (CID): Displays mission critical data such as remaining battery energy, burst time, and cartridge status.
- Weapon logs
- TASER Weapons Dock connected to Axon Evidence (Evidence.com) services
- Onboard self-diagnostic and system status monitoring and reporting
- Real-time clock updated when the battery pack is plugged into the TASER Weapons Dock
- Ambidextrous safety switch
- Can be configured by the agency to alert Axon camera systems
- The trigger activates a single cycle (approximately five seconds). Holding the trigger down will continue the discharge beyond the standard cycle (unless configured by the agency to stop at five seconds). The energy weapon cycle can be stopped by placing the safety switch in the down (SAFE) position.
- Compatible with 12-degree TASER 7 Cartridges only

#### **X2 Energy Weapon**

- Multiple-shot energy weapon
- High efficiency flashlight
- Static dual LASERs (used for target acquisition)
- ARC switch enables drive-stun with or without a Smart Cartridge installed
- Central Information Display (CID): Displays mission-critical data such as remaining battery energy, burst time, operating mode, and user menu to change settings and view data on a yellow-on-black display
- The Trilogy log system records information from a variety of sensors into three data logs: Event log, Pulse log, and Engineering log. Data can be downloaded using a



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universal serial bus (USB) data interface module connected to a personal computer (PC). Data may be transferred to Evidence.com services.

- Real-time clock with back-up battery
- Onboard self-diagnostic and system status monitoring and reporting
- Ambidextrous safety switch
- Capable of audio/video recording with optional TASER CAM HD recorder
- The trigger activates a single cycle (approximately five seconds). Holding the trigger down will continue the discharge beyond the standard cycle (except when used with an APPM or TASER CAM HD AS). The energy weapon cycle can be stopped by placing the safety switch in the down (SAFE) position
- Compatible with TASER Smart Cartridges only

#### **X26P Energy Weapon**

- High efficiency flashlight
- Red LASER (used for target acquisition)
- Central Information Display (CID): Displays data such as calculated remaining energy, burst time, and notifications
- The Trilogy log system records information from a variety of sensors into three data logs: Event log, Pulse log, and Engineering log. Data can be downloaded using a universal serial bus (USB) data interface module connected to a personal computer (PC). Data may be transferred to Evidence.com services.
- Real-time clock with back-up battery
- Onboard self-diagnostic and system status monitoring and reporting
- Ambidextrous safety switch
- Capable of audio/video recording with optional TASER CAM HD recorder
- The trigger activates a single cycle (approximately five seconds). Holding the trigger down will continue the discharge beyond the standard cycle (except when used with an APPM or TASER CAM HD AS). The energy weapon cycle can be stopped by placing the safety switch in the down (SAFE) position.
- Compatible with TASER standard series cartridges

#### **Axon Signal Performance Power Magazine (SPPM)**

- Battery pack for the X2 and X26P conducted energy weapons
- Shifting the safety switch from the down (SAFE) to the up (ARMED) positions sends a signal from the SPPM. Upon processing the signal, an Axon system equipped with Axon Signal technology transitions from the BUFFERING to EVENT mode. Axon Signal technology only works with Axon cameras.

### **TASER Brand Energy Weapon Model Numbers**

#### **1. Energy Weapons:**

- TASER 10 Models: 100390, 100391
- TASER 7 Models: 20008, 20009, 20010, and 20011
- TASER 7 CQ Models 20213, 20214
- TASER X2 Models: 22002 and 22003
- TASER X26P Models: 11002 and 11003

#### **2. Optional Extended Warranties for Energy Weapons:**

- TASER 7 – 4-year extended warranty, item number 20040



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- X2 – 4-year extended warranty, item number 22014
  - X26P – 2-year extended warranty, item number 11008
  - X26P – 4-year extended warranty, item number 11004
3. **TASER 7 Cartridges (compatible with the TASER 7; required for this Energy Weapon to function in the probe deployment mode)**
    - Standoff cartridge, 3.5 degrees, Model 22175
    - Close Quarter cartridge, 12 degrees, Model 22176
    - Hook and Loop Training (HALT) cartridge, 3.5 degrees, Model 22177
    - Hook and Loop Training (HALT) cartridge, 12 degrees, Model 22178
    - Inert cartridge, 3.5 degrees, Model 22179
    - Inert cartridge, 12 degrees, Model 22181
  4. **TASER 10 Magazines**
    - TASER 10 live duty magazine (black), item number 100393
    - TASER 10 Hook and Loop Training (HALT) magazine (blue), item number 100394
    - TASER 10 live training magazine (purple), item number 100395
    - TASER 10 inert training magazine (red), item number 100396
  5. **TASER 10 Cartridges (compatible with the TASER 10, required for this energy weapon to function in the probe deployment mode)**
    - TASER 10 live cartridge, item number 100399
    - TASER 10 HALT cartridge, item number 10400
    - TASER 10 inert cartridge, item number 100401
  6. **TASER standard cartridges (compatible with the X26P; required for this energy weapon to function in the probe deployment mode):**
    - 15-foot Model: 22188
    - 21-foot Model: 22189
    - 21-foot non-conductive Model: 44205
    - 25-foot Model: 22190
  7. **TASER Smart cartridges (compatible with the X2; required for this energy weapon to function in the probe deployment mode):**
    - 15-foot Model: 22184
    - 25-foot Model: 22185
    - 25-foot inert simulation Model: 22155
    - 25-foot non-conductive Model: 22157
  8. **Battery Packs for TASER 7 and TASER 10 energy weapons:**
    - Tactical battery pack Model 22018
    - Compact battery pack Model 22019
    - Non-Rechargeable battery pack Model 22020
    - Disconnect battery pack Model 20027
  9. **TASER CAM HD recorder Model: 26810 (full HD video and audio) and TASER CAM HD with AS (automatic shut-down feature) Model: 26820. The TASER CAM HD is compatible with both the X26P and X2 energy weapons.**
    - TASER CAM HD replacement battery Model: 26764



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- **TASER CAM HD Download Kit Model: 26762**
  - **TASER CAM HD optional 4-year extended warranty, item number 26763**
- 10. Battery Packs for X26P and X2 Energy Weapons:**
- **Performance Power Magazine (PPM) Model: 22010**
  - **Tactical Performance Power Magazine (TPPM) Model: 22012**
  - **Automatic Shut-Down Performance Power Magazine (APPM) Model: 22011**
  - **eXtended Performance Power Magazine (XPPM) Model: 11010**
  - **eXtended Automatic Shut-Down Performance Power Magazine (XAPPM) Model: 11015**
  - **Axon Signal Performance Power Magazine (SPPM) Model: 70116**
- 11. TASER Weapons Dock, used with TASER 7 and TASER 10 battery packs:**
- **TASER Weapons Dock Core and Multi-bay Module: 74200**
  - **TASER Weapons Dock Core and Single-bay Module: 74201**
  - **TASER Weapons Dock Single Bay Dataport: 74208**
- 12. TASER Dataport Download Kits:**
- **Dataport Download Kit for the X2 and X26P Model: 22013**
- 13. TASER Blast Door Repair Kit Model 44019 and TASER Blast Door Replenishment Kit Model 44023**
- 14. Energy Weapon Holsters:**
- **Right-hand TASER 10 holster by Safariland Model: 100611**
  - **Left-hand TASER 10 holster by Safariland Model: 100613**
  - **Right-hand TASER 10 holster by Blade-Tech Model: 100614**
  - **Left-hand TASER 10 holster by Blade-Tech Model: 100615**
  - **Right-hand TASER 10 holster by BLACKHAWK Model: 100616**
  - **Left-hand TASER 10 holster by BLACKHAWK Model: 100617**
  - **Ambidextrous TASER 10 holster by So-Tech Model: 100621**
  - **Right-hand TASER 7 holster by Safariland Model: 20063**
  - **Left-hand TASER 7 holster by Safariland Model: 20068**
  - **Right-hand TASER 7 holster with cartridge carrier by Safariland Model: 20160**
  - **Left-hand TASER 7 holster by with cartridge carrier by Safariland Model: 20161**
  - **Right-hand X2 holster by BLACKHAWK Model: 22501**
  - **Left-hand X2 holster by BLACKHAWK Model: 22504**
  - **Right-hand X26P holster by BLACKHAWK Model: 11501**
  - **Left-hand X26P holster by BLACKHAWK Model: 11504**
- 15. Enhanced HALT Suit Model: 100623**
- 16. TASER Simulation Suit II Model 44550**
- 17. TASER 7 conductive target Model: 80087**
- 18. Blue X26P Demonstrator/LASER Pointer Model: 11023**



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## Axon Products & Services Descriptions

### Axon Body 4 Video Camera (DVR)

- Improved, 160-degree field of view
- Upgraded sensor provides sharper, more detailed images
- 13-hour battery, even when using Axon Respond real-time services
- Bi-directional communications with Watch Me button allows wearers to request that a supervisor watch their livestream and provide guidance. (Requires Axon Respond)
- Configurable automatic activation capabilities
- Option of 4:3 or 16:9 aspect ratio
- Multiple mounting options available for a variety of needs, uniforms, and use cases
- Real-time support allows supervisor or dispatcher to view user locations on live maps, receive alerts, and view live streams. (Requires Axon Respond location services)
- Video Recall allows for recovery of footage up to 18 hours prior in the event a camera was not activated
- Fast-charge cable (20 percent in 30 minutes) with magnetic disconnect
- Optional point-of-view (Flex POV) camera module
- Up to 120-second buffering period to record footage before pressing the record button
- Simplified registration

### Axon Body 3 Video Camera (DVR)

- Improved video quality with reduced motion blur and better low-light performance
- Multi-mic audio—four built-in microphones
- Wireless upload option
- Gunshot detection and alerts
- Streaming audio and video capability (requires the Axon Respond operations platform)
- "Find my camera" feature
- Verbal transcription with Axon Records
- End-to-end encryption
- Twelve-hour battery
- Up to 120-second buffering period to record footage before pressing record button

### Axon Flex 2 Video Camera

- Video playback on mobile devices in the field via Bluetooth pairing
- Retina Low Light capability sensitive to less than 0.1 lux
- Audio tones to alert user of usage
- Low SD, high SD, low HD, and high HD resolution (customizable by the agency)
- Up to 120-second buffering period to record footage before pressing record button
- Multiple mounting options using magnetic attachment: head, collar, shoulder, helmet, ball cap, car dash, and Oakley sunglass mounts available
- 120-degree diagonal field of view camera lens, 102-degree horizontal field of view, and 55-degree vertical field of view

### Axon Flex 2 Controller

- 12+ hours of battery operation per shift (even in recording mode)



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- LED lights to show current battery level and operating mode
- Haptic notification available
- Tactical beveled button design for use in pocket
- Compatible with Axon Signal technology

#### **Axon Air System**

- Purpose-built solution for law enforcement UAV programs
- Supported applications on iOS and Android
- Automated tracking of pilot, aircraft, and flight logs
- Unlimited Storage of UAV data in Axon Evidence (Evidence.com)
- In application ingestion of data in Axon Evidence (Evidence.com)
- Axon Respond integration for live streaming and situational awareness

#### **Axon Body 2 Video Camera**

- Video playback on mobile devices in the field via Bluetooth pairing
- Retina Low Light capability sensitive to less than 1 lux
- Audio tones and haptic (vibration) notification to alert user of usage
- Audio mute during event option
- Wi-Fi capability
- High, medium, and low quality recording available (customizable by the agency)
- Up to 2-minute buffering period to record footage before pressing record button
- Multiple mounting options using holster attachment: shirt, vest, belt, and dash mounts available
- 12+ hours of battery operation per shift (even in recording mode)
- LED lights to show current battery level and operating mode
- 143-degree lens
- Includes Axon Signal technology

#### **Axon Fleet 3 Camera**

- High-definition Dual-View Camera with panoramic field of view, 12x zoom, and AI processing for automatic license plate reader (ALPR)
- High-definition Interior Camera with infrared illumination for back seat view in complete darkness
- Wireless Mic and Charging Base for capturing audio when outside of vehicle
- Fleet Hub with connectivity, global navigation satellite system (GNSS), secure solid-state storage, and Signal inputs
- Automatic transition from Buffering to Event mode with configurable Signals
- Video Recall records last 24 hours of each camera in case camera not activated for an event
- Intuitive mobile data terminal app, Axon Dashboard, for controlling system, reviewing video, quick tagging, and more
- Ability to efficiently categorize, play back and share all video and audio alongside other digital files on Evidence.com
- Multi-cam playback, for reviewing up to four videos, including body-worn and in-car footage, at the same time
- Fully integrated with Evidence.com services and Axon devices
- Automatic time synchronization with all Axon Fleet and other Axon on-officer cameras allows for multi-camera playback on Evidence.com.



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- **Prioritized upload to Evidence.com of critical event videos via 4G/LTE**
- **Wireless alerts from the TASER energy weapon Signal Performance Power Magazine (SPPM) and Signal Side Arm (SSA).**
- **Best-in-class install times, wireless updates and quick remote troubleshooting**
- **Optional Axon Respond live stream, alerts, and location updates for situational awareness**
- **Optional Axon ALPR hotlist alerts, plate read retention, and investigative search**

#### **Axon Fleet 2 Camera**

- **Fully integrated with Axon Evidence services and Axon devices**
- **Automatic time synchronization with other Axon Fleet and Axon on-officer cameras allows for multi-camera playback on Axon Evidence.**
- **Immediate upload to Axon Evidence of critical event videos via 4G/LTE**
- **Wireless alerts from the TASER energy weapon Signal Performance Power Magazine (SPPM).**
- **Automatic transition from BUFFERING to EVENT mode in an emergency vehicle equipped with the Axon Signal Unit**
- **Decentralized system architecture without a central digital video recorder (DVR).**
- **Cameras that function independently and communicate wirelessly with the computer in the vehicle (MDT, MDC, MDU) for reviewing, tagging and uploading video.**
- **Wireless record alert based on Bluetooth communication from Axon Signal Vehicle when a configured input is enabled (e.g. emergency light, siren, weapon rack, etc.).**
- **Receives alerts from Axon Signal Sidearm.**
- **Plug-And-Play design allowing for cameras to be easily replaced and upgraded.**
- **Ability for an unlimited number of agency vehicles recording in the same vicinity with an Axon Fleet system to be automatically associated with one another when reviewing video in the video management platform. This feature is also supported across body cameras.**

#### **Axon Signal Vehicle Unit**

- **Communications device that can be installed in emergency vehicles.**
- **With emergency vehicle light bar activation, or other activation triggers, the Axon Signal Unit sends a signal. Upon processing the signal, an Axon system equipped with Axon Signal technology transitions from the BUFFERING to EVENT mode.**

#### **Axon Signal Performance Power Magazine (SPPM)**

- **Battery pack for the TASER X2 and X26P conducted electrical weapons**
- **Shifting the safety switch from the down (SAFE) to the up (ARMED) positions sends a signal from the SPPM. Upon processing the signal, an Axon system equipped with Axon Signal technology transitions from the BUFFERING to EVENT mode. Axon Signal technology only works with Axon cameras.**

#### **Axon Signal Sidearm Sensor**

- **Can be installed on common duty holsters**
- **Drawing a service handgun from the holster sends a signal from the Axon Signal Sidearm sensor. Upon processing the signal, an Axon system equipped with Axon Signal technology transitions from the BUFFERING to EVENT mode.**



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#### **Axon Interview Solution**

- High-definition cameras and microphones for interview rooms
- Covert or overt camera installations
- Touch-screen user interface
- Motion-based activation
- Up to 7-minute pre- and post-event buffering period
- Full hardware and software integration
- Upload to Axon Evidence services
- Interview room files can be managed under the same case umbrella as files from Axon on-officer cameras and Axon Fleet cameras; i.e., Axon video of an arrest and interview room video are managed as part of the same case in Axon Evidence
- Dual integration of on-officer camera and interview room camera with Axon Evidence digital evidence solution

#### **Axon Signal Technology**

- Sends a broadcast of status that compatible devices recognize when certain status changes are detected
- Only compatible with TASER energy weapons and other Axon products

#### **Axon Dock**

- Automated docking station uploads to Axon Evidence services through Internet connection
- No computer necessary for secure upload to Axon Evidence
- Charges and uploads simultaneously
- The Axon Dock is tested and certified by TUV Rheinland to be in compliance with UL 60950-1: 2007 R10.14 and CAN/ CSA-C22.2 NO.60950-1-07+A1:2011+A2:2014 Information Technology Equipment safety standards.

#### **Axon Evidence Digital Evidence Management System (DEMS)**

- Software as a Service (SaaS) delivery model that allows agencies to manage and share digital evidence without local storage infrastructure or software needed
- SaaS model reduces security and administration by local IT staff: no local installation required
- Automatic, timely security upgrades and enhancements deployed to application without the need for any local IT staff involvement
- Securely share digital evidence with other agencies or prosecutors without creating copies or requiring the data to leave your agency's domain of control
- Controlled access to evidence based on pre-defined roles and permissions and pre-defined individuals
- Password authentication includes customizable security parameters: customizable password complexity, IP-based access restrictions, and multi-factor authentication support
- Automated category-based evidence retention policies assists with efficient database management
- Deleted files are sent to a deletion que for 7 days, to help prevent unintentional deletion
- Stores and supports all major digital file types: .mpeg, .doc, .pdf, .jpeg, etc.
- Requires NO proprietary file formats



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- Ability to upload files directly from the computer to Axon Evidence via an Internet browser
- **Data Security:** Robust Transport Layer Security (TLS) implementation for data in transit and 256-bit AES encryption for data in storage
- **Security Testing:** Independent security firms perform in-depth security and penetration testing
- **Reliability:** Fault- and disaster-tolerant infrastructure in at least 4 redundant data centers in both the East and West regions of the United States
- **Chain-of-Custody:** Audit logs automatically track all system and user activity. These logs cannot be edited or deleted, even by account administrators and IT staff
- **Protection:** With no on-site application, critical evidence stored in Axon Evidence is protected from local malware that may penetrate agency infrastructure
- **Stability:** Axon Enterprise is a publicly traded company with stable finances and funding, reducing concerns of loss of application support or commercial viability
- Application and data protected by a CJIS and ISO 27001 compliant information security program
- Dedicated information security department that protects Axon Evidence and data with security monitoring, centralized event log analysis and correlation, advanced threat and intrusion protection, and incident response capabilities
- Easily redact videos utilizing Redaction Studio within the system. With the optional Redaction Assistant add-on, leverage additional features that includes automated assistants of heads, license plates, and screens

#### **Axon Evidence for Prosecutors**

- All the benefits of the standard Axon Evidence services
- Ability to share information during the discovery process
- Standard licenses available for free to prosecutors working with agencies already using Axon Evidence services
- Unlimited storage for data collected by Axon cameras and Axon Capture

#### **Axon Justice**

- Productivity tool for prosecutors and defense attorneys
- Streamlined evidence management
- Purpose-built user interface based on prosecutors' and public defenders' workflow. Optimizes evidence collection, management and review functionalities, and disclosure capabilities
- Unlimited AI transcription of playable video and audio files
- Native image and PDF redaction software
- Ability to natively play a wide variety of 3<sup>rd</sup> party video codecs (CCTV) and extract file into an MP4
- Ability to obtain evidence directly from members of the community via secure web link
- Ability to collect digital evidence from LEAs not using axon products today via a trusted user or an ingestion portal
- Unlimited storage and data collected and shared by Axon partner agencies via Axon Evidence (Evidence.com)
- Available unlimited 3<sup>rd</sup> party data source storage plan
- Pro Licenses – all users have access to pro license features, including the Redaction



AXON JUSTICE PREMIER  
EVIDENCE MANAGEMENT

AXON EVIDENCE

- Studio, Transcription Assistant, and Multi-Cam, and Reporting functionalities
- Transcription is Unlimited and automatic (i.e. all videos ingested into Axon Justice Premier are automatically transcribed)
- Discovery module designed to optimize all aspects of discovery management
- Chain of custody reports with extensive audit trail
- Free sharing with partners
- Customer-defined data retention policies

#### **Axon Capture Application**

- Free app for iOS and Android mobile devices
- Allows users to capture videos, audio recordings, and photos and upload these files to their Axon Evidence account from the field
- Allows adding metadata to these files, such as: Category, Title, Case ID, and GPS data

#### **Axon Evidence Local Services**

- On-premises data management platform
- Chain of custody reports with extensive audit trail
- Automated workflows, access control, storage, and retention
- Compatible with multiple file formats

#### **Axon View Application**

- Free app for iOS and Android mobile devices
- Allows user to view the camera feed from a paired Axon Body, Axon Body 2, Axon Flex, or Axon Flex 2 camera in real-time
- Allows for playback of videos stored on a paired Axon Body, Axon Body 2, Axon Body 3, Axon Body 4, Axon Flex, or Axon Flex 2 system
- Allows adding meta-data to videos, such as: Category, Title, Case ID, and GPS data

#### **Axon App**

- Free application (app) for iOS and Android mobile devices
- Allows user access to key features of Axon Evidence, Axon Records, Axon Standards on the go
- Manage evidence missing ID & categories. Create and submit reports
- Initiate Community Requests

#### **Axon Records**

- Continuously improving automated report writing by leveraging AI and ML on officer recorded video, and audio from BWC, In-Car, Mobile App (Axon Capture), or other digital media
- Collaborative report writing through instantly synced workspaces allowing officers to delegate information gathering on scene
- Detectives can begin their investigations, and records clerks can update information exchanges on things like missing people or stolen property as a draft report exists
- Close integration with Axon Evidence sharing allows fast, efficient, digital, and secure sharing of records and cases to DAs and Prosecutors
- Robust APIs allow data to be easily ingested and pushed out to other systems—preventing data silos
- In-context search of master indexes (people, vehicles, locations, charges)—



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promoting efficient report writing through prefilling of existing data, which promotes clean and deduped data in the system

- Quick views for users to track calls for service and reports in draft, ready for review, kicked back for further information, or submitted to Records for archiving.
- Federal and State IBRS fields are captured and validated—ensuring the officer knows what fields to fill and what information needs to be captured
- Intuitive validation ensures officers know what information to submit without being burdened by understanding the mapping of NIBRS to state or local crime codes
- Ability to create custom forms and add custom fields to incident reports—allowing your agency to gather the information you find valuable
- Software as a Service (SaaS) delivery model that allows agencies to write, manage, and share digital incident reports without local storage infrastructure or software needed
- SaaS model reduces security and administration by local IT staff: no local installation required
- Automatic, timely security upgrades and enhancements deployed to application without the need for any local IT staff involvement
- Controlled access based on pre-defined users, groups, and permissions
- Chain-of-Custody: Audit logs automatically track all system and user activity. These logs cannot be edited or deleted, even by account administrators and IT staff

#### **Axon Standards**

- Internal affairs case management and use of force and professional standards reporting
- Can be deployed with and used alongside Axon Records, while ensuring Use-of-Force data remains safely silo'ed and permissioned
- Deep integration with Axon Evidence for efficient, digital, and secure sharing of records and cases
- Customizable information display, including custom forms
- Customizable workflows and user groups
- Automated alerts
- Data Store allowing custom summary reports and integration into 3<sup>rd</sup>-party analytic tools.
- Workflow analytics to provide SLA on throughputs
- Integration with the TASER 7 and TASER 10 energy weapons for automatically pulling firing logs (alpha)



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#### **Axon Professional Services**

- Dedicated implementation team
- Project management and deployment best practices aid
- Training and train-the-trainer sessions
- Integration services with other systems

#### **Axon Auto-Transcribe**

- Transcribes audio to text, producing a time-synchronized transcript of incidents
- Allows searches for keywords (e.g., names, and addresses)
- Embedded time stamps when critical details were said and events occurred
- Produce transcripts in substantially less time than with manual methods
- Pull direct quotes and witness statements directly into reports

#### **Axon Support Engineer:**

- Dedicated Axon Regional/Resident Support Engineer Services
- Quarterly onsite visits
- Solution and Process Guidance custom to your agency
- White-Glove RMA and TAP (if applicable) Service for devices
- Monthly Product Usage Analysis
- Resident Support Engineer also includes onsite product maintenance, troubleshooting, and beta testing assistance

#### **Axon Fusus**

- Integration with Axon Fusus for Axon Fleet cameras and body cameras for location and/or live streaming.
- Integration with Axon Signal Sidearm, TASER 7 and TASER 10 energy weapons for enhanced situational awareness.
- Integration with Axon Air, Skydio, and DEDrone systems.
- SaaS model reduces security and administration by local IT staff: no local installation
- Robust API and SDK allows data to be easily ingested and pushed out to other systems – preventing data silos. Technology agnostic platform enables integration of a vast array of third-party technologies as required by the agency.
- Complete leveraging of Axon Evidence (Evidence.com) sharing to allow fast, efficient, digital and secure sharing of data to DAs and Prosecutors.
- Future versions/enhancements Included with minimal down time and no need to purchase an upgrade to the latest version.
- Native integration with Axon Records.
- Reliability: Fault – and disaster – tolerant infrastructure in at least four redundant data centers in both the East and West regions of the United States.
- Security Testing: Independent security firms perform in- depth security and penetration testing.
- Automatic, timely security upgrades and enhancements deployed to application without the need for any local IT staff involvement.

#### **Axon Investigate**

- Video analysis software
- Compatible with video from cell phones, on-officer cameras, in-car camera systems, social media, and other sources



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- Oriented to investigators and prosecutors
- Integration with Axon Evidence services
- Automatically identify video file codecs, formats, hash values, and other metadata
- Automatically determine the required codec necessary to play a wide variety of video formats
- Play forwards/backwards and fast forward through almost any video file
- Scrub forwards/backwards through almost any video file
- Mark and auto export an unlimited number of tagged video frames
- Create subclips from any readable media
- Batch transcode files to standard file formats (including uncompressed, lossless h.264, wmv, and more)
- Add filters to transcode workflow (including resize, deinterlace, pad, crop, blur, concatenate, etc.)
- Provide enhancement capabilities, such as stabilization, brightness adjustments, and frame averaging
- Produce dynamic frame analysis spreadsheets to xml documents
- Validate results compared with hexadecimal analysis tools
- Build and share workflows with other users
- Transcode files directly to Avid Media Composer projects
- Identify duplicate files in any folder based on md5 hash
- Produce detailed written reports via interactive PDF with embedded video and image content within INPUT-ACE
- Extract I-frames
- Decimate
- Canvas Editor (picture-in-picture)
- Add raw FFmpeg arguments
- Perform four types of macroblock analysis
  - 4x4 prediction removed
  - 8x8 prediction removed
  - Color coded block types
  - Quantization parameter evaluation
- Offered INPUT-ACE Software (from Axon Enterprise)
- Variable frame rate (VFR) lightboard designed to accurately calculate time and vehicle speed from any video surveillance camera. This feature is designed to eliminate common errors that might occur during calculations based on frame rate.
- Camera match overlay tool that provides margin of error reports based on scanner, calibration, and resolution accuracy (e.g., a margin of error of +0.5 feet) for data collected from footage.

#### **Draft One**

- AI-powered report-writing assistant
- Audio from Axon body-worn camera (BWC) footage is uploaded over long-term evolution (LTE) and transcribed automatically so report drafts are available within five minutes of an incident ending, without having to dock camera (this feature requires Axon Respond+)
- Create a single narrative from one or more body-worn camera recordings
- Supports audio from multiple devices, including 3rd party devices (anything that's playable on Axon Evidence)



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- Integrates with Axon Records, allowing you to insert narratives into your report
- Multiple safeguards in place to ensure officers proofread and sign off on reports
- Security: all data processed in CJIS GovCloud environment (in US)
- Compatible with any 3rd-party RMS system
- No statistically significant levels of racial bias towards suspect's race
- Ability to include header and footer language to note when Draft One was used on a given report
- Ability to specify which incident types and level of charges can be used with Draft One
- Ability to warn or block users if they don't edit a certain percentage of words before submitting

#### **Axon Customer Support**

- Online and email-based support available 24/7
- Human phone-based support available Monday–Friday 7:00 AM–5:00 PM MST; support is located in Scottsdale, AZ, USA
- Library of webinars available 24/7
- Remote-location troubleshooting



#### **Axon Brand Model Numbers**

1. Axon Body 4 Cameras:
  - Axon Body 4 Camera Model: 100147
  - Axon Body 4 Flex POV Module Model: 100200
2. Axon Body 3 Camera Model: 73202
3. Axon Flex 2 Cameras:
  - Axon Flex 2 Camera (online) Model: 11528
  - Axon Flex 2 Camera (offline) Model: 11529
4. Axon Flex 2 Controller Model: 11532
5. Axon Flex 2 USB Sync Cable Model: 11534
6. Axon Flex 2 Coiled Cable, Straight to Right Angle, 48" (1.2 m)
7. Axon Flex 2 Camera Mounts:
  - Oakley Flak Jacket Kit Model: 11544
  - Collar Mount Model: 11545
  - Oakley Clip Model: 11554
  - Epaulette Mount Model: 11546
  - Ballcap Mount Model: 11547
  - Ballistic Vest Mount Model: 11555



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8. **Universal Helmet Mount Model: 11548**
9. **Axon Air System with Axon Evidence (Evidence.com) 5-Year License Model: 12332**
10. **Axon Body 2 Camera Model: 74001**
11. **Axon Flex 2 Controller and Axon Body 2 Camera Mounts:**
  - Z-Bracket, Men's, Axon RapidLock Model: 74018
  - Z-Bracket, Women's Axon RapidLock Model: 74019
  - Magnet, Flexible, Axon RapidLock Model: 74020
  - Magnet, Outerwear, Axon RapidLock Model: 74021
  - Small Pocket, 4" (10.1 cm), Axon RapidLock Model: 74022
  - Large Pocket, 6" (15.2 cm), Axon RapidLock Model: 74023
  - MOLLE Mount, Single, Axon RapidLock Model: 11507
  - MOLLE Mount, Double, Axon RapidLock Model: 11508
  - Belt Clip Mount, Axon RapidLock Model: 11509
12. **Axon Fleet Camera**
  - Axon Fleet 2 Front Camera: 71079
  - Axon Fleet 2 Front Camera Mount: 71080
  - Axon Fleet 2 Rear Camera: 71081
  - Axon Fleet 2 Rear Camera Controller: 71082
  - Axon Fleet 2 Rear Camera Controller Mount: 71083
  - Axon Fleet Battery System: 74024
  - Axon Fleet Bluetooth Dongle: 74027
  - Axon Fleet 3 Dual View Camera: 72000
  - Axon Fleet 3 Interior Camera: 72037
  - Axon Fleet Hub: 72010
13. **Axon Signal Unit Model: 70112**
14. **Axon Dock Models:**
  - Axon Body 3 Dock – 8-Bay Model AX1026
  - Axon Body 3 Dock – 1-Bay Model AX1027
  - Power cord for Axon Body 3 6-Bay and Axon Body 2 6-Bay and 1-Bay Docks Model: 71019
  - Axon Dock – Individual Bay and Core for Axon Flex 2
  - Axon Dock – 6-Bay and Core for Axon Flex 2
  - Individual Bay for Axon Flex 2 Model: 11538
  - Core (compatible with all Individual Bays and 6-Bays) Model: 70027
  - Wall Mount Bracket Assembly for Axon Dock: 70033
  - Axon Dock – Individual Bay and Core for Axon Body 2 and Axon Fleet Model 74009
  - Axon Dock – 6-Bay and Core for Axon Body 2 and Axon Fleet Model 74008
  - Individual Bay for Axon Body 2 and Axon Fleet Model: 74011
  - Axon Signal Performance Power Magazine (SPPM) Model: 70116



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### **Axon Brand Model Numbers**

1. Axon Body 3 Camera Model: 73202
2. Axon Flex 2 Cameras:
  - Axon Flex 2 Camera (online) Model: 11528
  - Axon Flex 2 Camera (offline) Model: 11529
3. Axon Flex 2 Controller Model: 11532
4. Axon Flex 2 USB Sync Cable Model: 11534
5. Axon Flex 2 Coiled Cable, Straight to Right Angle, 48" (1.2 m)
6. Axon Flex 2 Camera Mounts:
  - Oakley Flak Jacket Kit Model: 11544
  - Collar Mount Model: 11545
  - Oakley Clip Model: 11554
  - Epaulette Mount Model: 11546
  - Ballcap Mount Model: 11547
  - Ballistic Vest Mount Model: 11555
  - Universal Helmet Mount Model: 11548
7. Axon Body 2 Camera Model: 74001
8. Axon Body 2 Camera Mounts:
  - Axon RapidLock Velcro Mount Model: 74054
9. Axon Flex 2 Controller and Axon Body 2 Camera Mounts:
  - Z-Bracket, Men's, Axon RapidLock Model: 74018
  - Z-Bracket, Women's Axon RapidLock Model: 74019
  - Magnet, Flexible, Axon RapidLock Model: 74020
  - Magnet, Outerwear, Axon RapidLock Model: 74021
  - Small Pocket, 4" (10.1 cm), Axon RapidLock Model: 74022
  - Large Pocket, 6" (15.2 cm), Axon RapidLock Model: 74023
  - MOLLE Mount, Single, Axon RapidLock Model: 11507
  - MOLLE Mount, Double, Axon RapidLock Model: 11508
  - Belt Clip Mount, Axon RapidLock Model: 11509
10. Axon Air System with Axon Evidence (Evidence.com) 5-Year License Model: 12332
11. Axon Fleet 2 Camera
  - Axon Fleet 2 Front Camera: 71079
  - Axon Fleet 2 Front Camera Mount: 71080
  - Axon Fleet 2 Rear Camera: 71081



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- Axon Fleet 2 Rear Camera Controller: 71082
- Axon Fleet 2 Rear Camera Controller Mount: 71083
- Axon Fleet Battery System: 74024
- Axon Fleet Bluetooth Dongle: 74027

12. Axon Signal Unit Model: 70112

13. Axon Dock Models:

- Axon Dock – Individual Bay and Core for Axon Flex 2
- Axon Dock – 6-Bay and Core for Axon Flex 2
- Individual Bay for Axon Flex 2 Model: 11538
- Core (compatible with all Individual Bays and 6-Bays) Model: 70027
- Wall Mount Bracket Assembly for Axon Dock: 70033
- Axon Dock – Individual Bay and Core for Axon Body 2 and Axon Fleet Model 74009
- Axon Dock – 6-Bay and Core for Axon Body 2 and Axon Fleet Model 74008
- Individual Bay for Axon Body 2 and Axon Fleet Model: 74011
- Axon Dock – 1-Bay for Axon Body 3 Model: 71104
- Axon Dock – 8-Bay for Axon Body 3 Model: 74210
- Axon Dock – Individual Bay for Axon Body 4 Model: 100201
- Axon Dock – Multi-Bay for Axon Body 4 Model: 100206

### TASER 7 Warranties

1. Tactical Battery Pack Model 20041
2. TASER 7 Dock and Core Warranty Model: 20042
3. TASER 7 Single Bay Dock and Core Warranty Model: 20047

### Axon Product Packages

1. **Officer Safety Plan 10:** Includes a TASER 10 energy weapon, the TASER 10 standard certification bundle (including the Axon VR TASER Skills Package), Axon body camera unlimited Axon Evidence (Evidence.com), Axon Evidence Pro Command Staff Pro license (1 per 100 users), Axon Signal Sidearm, Axon Body Device Connectivity, 100 gigabytes (GB) – Third-party (3P) storage, Axon Standards, and Fusus Plus.
2. **Officer Safety Plan 10 Plus (Officer Safety Plan 10+):** Includes a TASER 10 energy weapon, the TASER 10 certification pro bundle, Axon body camera, unlimited Axon Evidence (Evidence.com), Axon Evidence Pro Command Staff Pro license (1 per 100 users), Axon Signal Sidearm, Axon Body Device Connectivity, 100 gigabytes (GB) – 3P storage, Axon Standards, Channel Services (one integration), Auto-Tagging, Auto Tagging PSO, Axon Redaction Assistant, 3P video and Axon Investigate Pro, 3P video and Axon Investigate Pro training (up to 15 sworn personnel per package), Axon Performance, Axon Community Request, Axon VR Full VR Package, Axon Records (must have over 100 sworn personnel), Fusus Pro (Fusus Plus included), Fusus Pro PSO, Dredrone counter UAS sensors, unlimited 3P storage, My90, My90 PSO, , Dredrone Beyond long range solution, and three Drone as First Responder (DFR) Dock systems' hardware, software, and extended warranty.



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3. **Officer Safety Plan 10 Premium:** Includes a TASER 10 energy weapon, the TASER 10 certification pro bundle, Axon body camera, unlimited Axon Evidence (Evidence.com), Axon Evidence Pro Command Staff Pro license (1 per 100 users), Axon Signal Sidearm, Axon Body Device Connectivity, 100 gigabytes (GB) – 3P storage, Axon Standards, Channel Services (one integration), Auto-Tagging, Auto Tagging PSO, Axon Redaction Assistant, 3P video and Axon Investigate Pro, 3P video and Axon Investigate Pro training (up to 15 sworn personnel per package), Axon Performance, Axon Community Request, Axon VR Full VR Package Axon Records (must have over 100 sworn personnel), Fusus Pro+ (Fusus Plus included), Fusus Pro+ PSO, DEDrone counter UAS sensors, unlimited 3P storage, My90, My90 PSO, DEDrone Beyond long range solution and three Drone as First Responder (DFR) Dock systems' hardware, software, and extended warranty.
4. **Axon AI Era:** Unlimited Axon Auto-Transcribe, Draft One, Real-Time Translation, Policy Chat, Axon Evidence Translation, unlimited Smart Detection, Attribute Search, Smart Capture, Brief One, Form One, and Axon AI Assistant.
5. **TASER 10 Basic:** Pays for the TASER 10 program in installments over 5 years including the energy weapon, battery, holster, dock, and core, TASER Axon Evidence license, TASER Research Evaluation and Data Program (TREND), 10 cartridges, live duty magazine, and Axon Academy and Training on demand (this includes Master Instructor vouchers and Instructor vouchers). This plan includes warranties for the energy weapon and battery.
6. **TASER 10 Certification Standard:** Pays for TASER 10 program in installments over 5 years the energy weapon, battery, holster, dock, and core, TASER Axon Evidence license, TASER Research Evaluation and Data Program (TREND), 15 cartridges, live duty magazine, live duty cartridge replacement program, three training magazines per target, 7 HALT cartridges in the first year, 5 HALT cartridges per year for each of the following 4 years, and 4 HALT magazines per HALT suit. One HALT suit is provided per 50 TASER 10 energy weapons purchased, and one HALT professional target and frame is provided per 75 energy weapons sold. The bundle also includes Master Instructor course vouchers, TASER Instructor course vouchers, Axon Academy and Training on demand (this includes Master Instructor vouchers and Instructor vouchers), and the Axon VR TASER Skills Package. This plan includes warranties for the energy weapon and battery, and a 5-year warranty for the battery. A 10-year warranty dock and core warranty is available with a 10-year plan.
7. **TASER 10 Certification Pro:** Pays for TASER 10 program in installments over 5 years the energy weapon, battery, holster, dock, and core, TASER Axon Evidence license, TASER Research Evaluation and Data Program (TREND), 20 cartridges up front, outyear live cartridges, live duty magazine, live duty cartridge replacement program, three training magazines per target, 10 HALT cartridges up front, 12 outyear HALT cartridges, 4 HALT magazines per HALT suit. One HALT suit is provided per 50 TASER 10 energy weapons purchased, and one HALT professional target and frame is provided per 75 energy weapons sold. The bundle also includes Master Instructor course vouchers, TASER Instructor course vouchers, Axon Academy and Training on demand (this includes Master Instructor vouchers and Instructor vouchers), and the Axon VR Full VR Package. This plan includes warranties for the energy weapon and battery, and a 5-year warranty



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for the battery. A 10-year dock and core warranty is available with a 10-year plan.

8. **Officer Safety Plan 10+ for Small/Midsize Agency (0–100):** Includes a TASER 10 energy weapon, Axon Body Worn Camera, TASER 10 certification pro bundle (including the Axon VR TASER Skills Package), unlimited Axon Evidence services, Axon Evidence Pro with command staff access (one license per 100 sworn personnel), Axon Signal Sidearm, Axon Body Device Connectivity, Fusus Plus, Axon Standards, 100 gigabytes (GM) of third-party storage, Channel Services (one migration of the agency's choosing), auto-tagging, Axon Redaction Assistant, third-party video and Axon Investigate Pro (with training for one out of 15 sworn personnel), Axon Performance, Axon Community Request (in the certifications bundle).
9. **Officer Safety Plan 10 Premium for small/mid Agency (0–100):** Includes a TASER 10 energy weapon, Axon Body Worn Camera, TASER 10 certification pro bundle, unlimited Axon Evidence services, Axon Evidence Pro with command staff access (one license per 100 sworn personnel), Axon Signal Sidearm, Axon Body Device Connectivity, Fusus Plus, Axon Standards, unlimited third-party storage, Channel Services (one migration of the agency's choosing), auto-tagging, Axon Redaction Assistant, third-party video and Axon Investigate Pro (with training for one out of 15 sworn personnel), Axon Performance, Axon Community Request (in the certifications bundle), Axon VR Full VR Package, My90, and Fusus Pro+ and professional services organization (PSO).
10. **Officer Safety Plan 7:** Includes a TASER 7 energy weapon, the TASER 7 certification bundle, Axon body worn camera, unlimited Axon Evidence, Axon Evidence Pro Command Staff Pro license (1 per 100 users), Axon Signal Sidearm, Axon Body Device Connectivity, 100 gigabytes (GB) – 3P storage, Axon Standards, and Fusus Plus.
11. **Officer Safety Plan 7 Plus (Officer Safety Plan 7+):** Includes a TASER 7 energy weapon, the TASER 7 certification bundle, Axon Body Worn Camera, unlimited Axon Evidence, Axon Evidence Pro Command Staff Pro license (1 per 100 users), Axon Signal Sidearm, Axon Body Device Connectivity, 100 gigabytes (GB) – 3P storage, Axon Standards, Fusus Plus, Channel Services (one integration), Auto-Tagging, Auto Tagging PSO, Axon Redaction Assistant, 3P video and Axon Investigate Pro, 3P video and Axon Investigate Pro training (up to 15 sworn personnel per package), Axon Performance, Axon Community Request, Axon VR Full VR Package, Axon Records (must have over 100 sworn personnel), Fusus Pro+, Fusus Pro+ Streams, Fusus Pro+ PSO, DEDrone counter UAS sensors.
12. **Officer Safety Plan 7 Premium:** Includes a TASER 7 energy weapon, the TASER 7 certification bundle, Axon Body Worn Camera, unlimited Axon Evidence, Axon Evidence Pro Command Staff Pro license (1 per 100 users), Axon Signal Sidearm, Axon Body Device Connectivity, 100 gigabytes (GB) – 3P storage, Axon Standards, Fusus Plus, Channel Services (one integration), Auto-Tagging, Auto Tagging PSO, Axon Redaction Assistant, 3P video and Axon Investigate Pro, 3P video and Axon Investigate Pro training (up to 15 sworn personnel per package), Axon Performance, Axon Community Request, Axon VR Full VR Package, Axon Records (must have over 100 sworn personnel), Fusus Pro+, Fusus Pro+ Streams, Fusus Pro+ PSO, DEDrone counter UAS sensors, unlimited 3P storage, My90, My90 PSO, and Drone as First Responder (DFR) Dock Pro.



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13. **Officer Safety Plan 7+ for Small/Midsize Agency:** Includes the TASER 7 energy weapon, Axon Body Worn Camera, TASER 7 certification bundle, unlimited Axon Evidence services, Axon Evidence Pro with command staff access (one license per 100 sworn personnel), Axon Signal Sidearm, Axon Body Device Connectivity, Fusus Plus, Axon Standards, 100 gigabytes (GB) of third-party storage, Channel Services (one integration into Axon Evidence), Auto Tagging (+deployment), Axon Redaction Assistant, third-party video and Axon Investigate Pro (with training for one person per every 15 sworn personnel), Axon Performance, Axon Community Request, and Axon VR Full VR Package .
14. **Officer Safety Plan 7 Premium for Small/Midsize Agency:** Includes the TASER 7 energy weapon, Axon Body Worn Camera, TASER 7 certification bundle, unlimited Axon Evidence services, Axon Evidence Pro with command staff access (one license per 100 sworn personnel), Axon Signal Sidearm, Axon Device Connectivity, Fusus Plus, Axon Standards, unlimited 3P storage, Channel Services (one integration into Axon Evidence), Auto Tagging (+deployment), Axon Redaction Assistant, third-party video and Axon Investigate Pro (with training for one person per every 15 sworn personnel), Axon Performance, Axon Community Request, Axon VR Full VR Package , My90, and Fusus Pro+ and professional services organization (PSO).
15. **Unlimited:** Axon Body Worn Camera, unlimited Axon Evidence, Axon Evidence Pro Command Staff Pro license (1 per 100 users), Axon Signal Sidearm, Axon Body Device Connectivity, 100 gigabytes (GB) – 3P storage, Axon Standards, and Fusus Plus.
16. **Unlimited+:** Axon Body Worn Camera, unlimited Axon Evidence, Axon Evidence Pro Command Staff Pro license (1 per 100 users), Axon Signal Sidearm, Axon Body Device Connectivity), 100 gigabytes (GB) – 3P storage, Axon Standards, Fusus Plus, Channel Services (one integration), Auto-Tagging, Auto Tagging PSO, Axon Redaction Assistant, 3P video and Axon Investigate Pro, 3P video and Axon Investigate Pro training (up to 15 sworn personnel per package), Axon Performance, Axon Community Request, Axon VR Full VR Package, Axon Records (must have over 100 sworn personnel), Fusus Pro+, Fusus Pro+ Streams, Fusus Pro+ PSO, DEDrone counter UAS sensors.
17. **Unlimited Premium:** Axon Body Worn Camera, unlimited Axon Evidence, Axon Evidence Pro Command Staff Pro license (1 per 100 users), Axon Signal Sidearm, Axon Body Device Connectivity, 100 gigabytes (GB) – 3P storage, Axon Standards, Fusus Plus, Channel Services (one integration), Auto-Tagging, Auto Tagging PSO, Axon Redaction Assistant, 3P video and Axon Investigate Pro, 3P video and Axon Investigate Pro training (up to 15 sworn personnel per package), Axon Performance, Axon Community Request, Axon VR Full VR Package, Axon Records (must have over 100 sworn personnel), Fusus Pro+, Fusus Pro+ Streams, Fusus Pro+ PSO, DEDrone counter UAS sensors, unlimited 3P storage, My90, My90 PSO, and Drone as First Responder (DFR) Dock Pro.
18. **Axon VR TASER Skills Package:** This bundle is sold with one license per 50 sworn personnel. The bundle includes a VR headset (with accompanying warranty and Technology Assurance Plan (TAP)), a TASER VR controller (with accompanying warranty and TAP), TASER VR controller holster, and a tactical bag. Software includes TASER Arena and Simulator Training, which includes TASER Range Skills and TASER



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19. **Axon VR Full VR Package:** This bundle is sold with one license per 25 sworn personnel. The bundle includes a VR headset (with accompanying warranty and Technology Assurance Plan (TAP), a TASER VR controller (with accompanying warranty and TAP), TASER VR controller holster, a Handgun Controller (with accompanying warranty and TAP), a Tablet (with accompanying warranty and TAP), a tablet case, and a tactical bag, and a TASER VR controller holster. Software includes Community Engagement Training (CET), Virtual Reality Based Training Live Action, TASER Arena, and Simulator Training. Simulator Training includes TASER Range Skills, Firearm Range Skills, TASER 10 Validation, Virtual Reality Based Training and a tablet application for the trainer. Upcoming modules include AI Verbal Skills Training and Close Quarters Clearance, scheduled for Q3 and Q4 2025 respectively. The bundle includes a VR headset, headset warranty, headset TAP, tablet, tablet case, tablet warranty, TASER controller, TASER controller holster, TASER controller TAP, handgun controller, handgun controller warranty, tactical carry bag, TASER Arena, Simulator (TASER Range Skills and TASER 10 VR Validation), Simulator (handgun Firearm Range Skills), Simulator (vRBT), Simulator (Tablet App training), vRBT Live Action, community engagement training CET, and AI Verbal Skills Training (scheduled for Q3 of 2025).
20. **TASER 7 Certification:** TASER 7 energy weapon, battery pack, and holster, with warranties for the energy weapon and battery pack. The bundle also includes a TASER Weapons Dock and core, with a 5-year warranty (a 10-year warranty is optional). Also included are an Axon Evidence license, 10 cartridges upfront, four cartridges outyear (year 3), live duty cartridge replacement program, four upfront HALT cartridges upfront, four outyear cartridge (year 3), a HALT suit, HALT professional target and frame, Master Instructor course vouchers, TASER Instructor course vouchers, and Axon Academy and Training on demand (this includes Master Instructor vouchers and Instructor vouchers).
21. **Fusus Basic (Tier 0)** Axon Fusus Map Interface, Push Notifications and Alerts, Axon Evidence (Transfer Digital Evidence to Evidence.com Case), Team Chat, Telestration (Graphic Markup on Map Screenshot), Dashboards (Operational, Analytics, Alerts), Incident Management Markup on Real-Time Map, and iOS & Android Mobile Apps.
22. **Fusus Plus (Tier 1)** Axon Fusus Map Interface, Push Notifications and Alerts, Axon Evidence (Transfer Digital Evidence to Evidence.com Case), Team Chat, Telestration (Graphic Markup on Map Screenshot), Dashboards (Operational, Analytics, Alerts), Incident Management Markup on Real-Time Map, and iOS & Android Mobile Apps, livestreaming, bidirectional communications, and Watch Me (with the Axon Body 4 or newer cameras)..
23. **Fusus Pro (Tier 2):** Access to the Axon Fusus map, with body worn camera locations appearing on the map. Real-time alerts, priority evidence upload (PEU), remote computer-aided dispatch (CAD)-based camera activation and automatic offload via Wi-Fi in addition to live locations on the Fusus map, and livestreaming on the Fusus map. If the agency has purchased livestreaming for body cameras, Axon Fleet cameras, or drones.



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those livestreams will be viewable on the Fusus map. Fusus Pro also includes CCTV streams, most Fusus functionality, including Registry and Connect, and CAD integration and CAD core.<sup>3</sup>

24. **Fusus Pro+ (Tier 3):** Access to the Axon Fusus map, with body worn camera locations appearing on the map. Real-time alerts, priority evidence upload (PEU), remote computer-aided dispatch (CAD)-based camera activation and automatic offload via Wi-Fi in addition to live locations on the Fusus map, and livestreaming on the Fusus map. If the agency has purchased livestreaming for body cameras, Axon Fleet cameras, or drones, those livestreams will be viewable on the Fusus map. Fusus Pro also includes CCTV streams, most Fusus functionality, including Registry and Connect, and CAD integration and CAD core.<sup>3</sup> Fusus Pro+ offers approximately 50 percent more CCTV and core hardware allowance than Fusus Pro, along with Tips, Notify, and RMS integration.<sup>4</sup>
25. **Fusus Pro, CCTV only, no Axon BWCs:** Fusus Pro for customers who do not have Axon Body Worn Cameras.
26. **TASER 7 Certification with Virtual Reality (VR):** Pays for the TASER 7 program in installments over 5 years including access to Axon Evidence for energy weapon program management, annual training cartridges, unlimited duty cartridges, online training content, and Axon VR Full VR Package.
27. **Axon Justice Basic:** Pro license with API access, discovery workflows (with Axon Justice user interface), and Axon Investigate Pro (including 3PV playback).
28. **Axon Justice Premier:** Pro license with API access, discovery workflows (with Axon Justice user interface), and Axon Investigate Pro (including 3PV playback), unlimited 3P storage, Redaction Assistant, and unlimited auto-transcription.
29. **Axon Justice Premier+:** Pro license with API access, discovery workflows (with Axon Justice user interface), and Axon Investigate Pro (including 3PV playback), Redaction Assistant, unlimited auto-transcription, unlimited 3P storage, translation, Policy Chat, and Brief One.
30. **Body worn camera (BWC) Rescue:** Axon Body Worn Camera, BWC TAP refresh, Axon Dock TAP refresh, and warranty for the camera and dock.
31. **Fire/EMS Axon Fleet:** Dual-view Camera, interior and Exterior Cameras, Axon Fleet Hub, Axon Signal Vehicle Unit, Cradlepoint router kit (R980), extended warranty, installation, GeoTab on-board diagnostics (OBD) dongle and hardware, Axon Fleet 3 Vehicle License, Cradlepoint Netcloud License, has Fleet Unlimited Storage, Axon Respond license, and GeoTab license.
32. **Axon Fleet Basic:** Dual-view Camera, Interior Camera, Axon Fleet Hub, Axon Signal Vehicle Unit, Cradlepoint router kit (R980), extended warranty, installation, Axon Fleet warranty, storage, Axon Fleet 3 Vehicle License, real-time alerts, Cradlepoint Netcloud License, and Fleet Unlimited Storage.

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<sup>3</sup> Axon Evidence third-party storage limits apply to the Fusus Vault.

<sup>4</sup> An optional CCTV-only bundle is available for customers not using Axon cameras.



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33. **Axon Fleet Basic + TAP:** Dual-view Camera, Interior Camera, Axon Fleet Hub, Axon Signal Vehicle Unit, Cradlepoint router kit (R980), extended warranty, TAP upgrade at five years, installation, Axon Fleet 3 Vehicle License, real-time alerts, Cradlepoint Netcloud license, and Fleet Unlimited Storage.
34. **Axon Fleet Advanced:** Dual-view Camera, Interior Camera, Axon Fleet Hub, Axon Signal Vehicle Unit, Cradlepoint router kit (R980), extended warranty, TAP upgrade at five years, installation, Axon Fleet 3 Vehicle License, Cradlepoint Netcloud license, Fleet Unlimited Storage, ALPR license, and real-time alerts, locations and livestreaming license.
35. **Axon Fleet Advanced with Geotab:** Dual-view Camera, Interior Camera, Axon Fleet Hub, Axon Signal Vehicle Unit, Cradlepoint router kit (R980), extended warranty, TAP upgrade at five years, installation, Geotab ODB dongle and hardware, Axon Fleet 3 Vehicle License, Cradlepoint Netcloud license, Fleet Unlimited Storage, ALPR license, real-time alerts, locations and livestreaming license, and Geotab software license.
36. **Axon Fleet Advanced with ZOLL:** Dual-view Camera, Interior Camera, Axon Fleet Hub, Axon Signal Vehicle Unit, Cradlepoint router kit (R980), extended warranty, TAP upgrade at five years, installation, ZOLL defibrillator, Axon Fleet 3 Vehicle License, Cradlepoint Netcloud license, and Fleet Unlimited Storage.<sup>5</sup>
37. **Axon Interview Room Essential:** Cameras and mounts,<sup>6</sup> microphone, 5-year warranty, installation, server and client software licenses, unlimited storage for interview videos in Axon Evidence, and a basic Axon Evidence License.<sup>7</sup>
38. **Axon Interview Room Standard:** Cameras and mounts, microphone, 5-year warranty, installation, a power over ethernet (PoE) switch, a touch panel and mounts, two lite servers, server and client software licenses, unlimited storage for interview videos in Axon Evidence, and a basic Axon Evidence License.<sup>7</sup>
39. **Axon Air Basic Patrol:** Axon Air, Axon Evidence pilot data license and professional implementation (services), Skydio Basic Patrol software kit (includes Skydio data storage, media sync, fleet manager, Skydio Connect 5G, and multi-viewer live streaming), Skydio X10 Patrol hardware kit (Skydio X10 Ready Kit, Skydio NightSense, Skydio Spotlight, Skydio Speaker).
40. **Drone as First Responder (DFR) Patrol:** Axon Air, Axon Evidence pilot data license and professional implementation (services), Skydio DFR Command license (includes Skydio Crosshair Coordinates, Data Storage, Media Sync, Fleet Manager, Remote Ops, Skydio Connect 5G), Skydio X10 Patrol hardware kit (includes Skydio X10 Ready Kit, Skydio NightSense, Skydio Spotlight, Skydio Speaker), Skydio Care 3-year extended warranty, Skydio X10 In-Person Training.

<sup>5</sup> Additional ZOLL products available for purchase are the ZOLL AED 3, ZOLL Compact Trauma Kit, ZOLL AED Puls, and the ZOLL Comprehensive Trauma Kit.

<sup>6</sup> Axon Interview Room is available with 1- and 2-camera bundles.

<sup>7</sup> With the Essential bundle, a power over ethernet (PoE) switch, a touch panel and mounts, and two lite servers are available as options.



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- 41. **Drone as First Responder (DFR) Dock:** Axon Air, Axon Evidence pilot data license and professional implementation (services), Skydio DFR Command license (includes Skydio Crosshair Coordinates, Data Storage, Media Sync, Fleet Manager, Remote Ops, Skydio Connect 5G), Skydio Dock for X10 DFR Kit (Skydio X10 dock bundle, Skydio NightSense, Skydio Spotlight, Skydio Speaker), Skydio Care 3-year extended warranty, Skydio dock maintenance plan, and Skydio dock in-person deployment and training.
- 42. **Drone as First Responder (DFR) Dock Pro:** Three Axon Air, Axon Evidence pilot data licenses and one professional implementation (services), three Skydio DFR Command licenses (includes Skydio Crosshair Coordinates, Data Storage, Media Sync, Fleet Manager, Remote Ops, Skydio Connect 5G), three Skydio Dock for X10 DFR Kits (Skydio X10 dock bundle, Skydio NightSense, Skydio Spotlight, Skydio Speaker), three Skydio Care 3-year extended warranties, three Skydio dock maintenance plans, Skydio dock in-person deployment and training, Dedrone Beyond Long Range DFR hardware kit, Dedrone Tracker Long Range AI DFR software, Dedrone Long Range four-year warranty, three Dedrone Long Range Radar software, and two Dedrone install service days.

<b>SOLE AUTHORIZED DISTRIBUTOR FOR AXON BRAND CAMERAS AND TASER BRAND ENERGY WEAPON PRODUCTS</b>	<b>SOLE AUTHORIZED REPAIR FACILITY FOR AXON BRAND CAMERAS AND TASER BRAND ENERGY WEAPON PRODUCTS</b>
<p>Axon Enterprise, Inc.          17800 N. 85<sup>th</sup> Street, Scottsdale, AZ 85255          Phone: 800-978-2737          Fax: 480-991-0791</p>	<p>Axon Enterprise, Inc.          17800 N. 85<sup>th</sup> Street, Scottsdale, AZ 85255          Phone: 800-978-2737          Fax: 480-991-0791</p>

Please contact your local Axon sales representative or call us at 1-800-978-2737 with any questions.

Sincerely,

Josh Isner  
 President  
 Axon Enterprise, Inc.

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**MEMORANDUM OF UNDERSTANDING**  
**Renewal**  
**Between the City of Hyattsville, the Town of Brentwood, and the City of Mount Rainier**  
**Concerning the Hyattsville's Joint Crisis Response Program**

This Memorandum of Understanding ("MOU") is made this \_\_\_\_ day of \_\_\_\_\_, 2025, by and between the City of Hyattsville, Maryland, the Town of Brentwood, and the City of Mount Rainier, all municipalities formed under the laws of the State of Maryland, hereinafter designated individually as "Party" and collectively designated the "Parties."

**WHEREAS**, under an existing police communications agreement ("the Communications Agreement"), between the City of Hyattsville and the City of Mount Rainier, the City of Hyattsville provides radio dispatching services to the City of Mount Rainier;

**WHEREAS**, in 2021, the City of Hyattsville, in partnership with the City of Mount Rainier and the Town of Brentwood, was awarded a two-year Department of Justice, Office of Community Oriented Policing Services grant totaling Two Hundred and Thirty Thousand Dollars (\$230,000.00) to launch a multi-jurisdictional Joint Mobile Crisis Response Program (the "Program"), with the intent of establishing a system in which licensed mental health practitioners and/or behavioral health subject-matter experts respond, in-person, to assist Crisis Intervention Team ("CIT") certified sworn officers of the City of Hyattsville Police Department, the City of Mount Rainier Police Department, and the Town of Brentwood Police Department, where expert behavioral health support is deemed necessary by officers;

**WHEREAS**, the City of Hyattsville received grant funding from the Department of Justice, Office of Community Oriented Policing Services to implement and conduct the Program as the lead agency, in partnership with the City of Mount Rainier and the Town of Brentwood;

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**WHEREAS**, the City of Mount Rainier and the Town of Brentwood wish to participate in the Program, to enable the sworn officers of their respective police departments to request the support of a licensed mental health practitioner in responding to certain types of incidents;

**WHEREAS**, the Parties' respective governing bodies have authorized their Chief Administrative Officers to enter into this Agreement; and

**WHEREAS**, the Parties are entering into this Agreement pursuant to said authorization.

**NOW THEREFORE**, in consideration of the mutual covenants contained herein and other good and valuable consideration, receipt and sufficiency of which is acknowledged, the Parties agree as follows:

#### **SECTION 1 - SCOPE OF SERVICES**

**1.1** With regard to the Program, the parties agree as follows:

**1.2.1** When the Parties' sworn officers are dispatched to a call within their jurisdictions where there is a clear need for behavioral health support, every effort will be made to dispatch CIT-certified officers first.

**1.2.2** Any calls involving such incidents will initially be dispatched through the relevant Party's standard communications section. For the City of Mount Rainier, such calls will be dispatched by the City of Hyattsville's communications section, pursuant to the Communications Agreement. For the Town of Brentwood, such calls will be dispatched by the Prince George's County Public Safety Communications.

**1.2.3** The Parties will collaboratively establish a set of criteria (the "Criteria") to be used by the Parties' sworn officers who respond to calls, as contemplated in Section 1.2.1, to enable said CIT-certified officers to determine whether

a particular incident requires support from a licensed mental health practitioner.

- 1.2.4** In the event that a CIT-trained officer responding to an incident uses the Criteria and determines that an incident requires the involvement and assistance of a mental health practitioner, said officer will contact the City of Hyattsville's communications section or the Program's designated oversight agency to request additional support.
- 1.2.5** The Town of Brentwood's sworn officers will be permitted to contact the City of Hyattsville's communications section or the Program's designated oversight agency to request the additional support referenced in Subsection 1.2.4.
- 1.2.6** The City of Mount Rainier's sworn officers are permitted to request the support of a licensed mental health practitioner, pursuant to the Police Communications Agreement previously executed by the City of Hyattsville and the City of Mount Rainer.
- 1.2.7** When one of the Parties' sworn officers requests the support of a licensed mental health practitioner while responding to an incident requiring behavioral health support, the City of Hyattsville or the Program's designated oversight agency will oversee and coordinate the deployment of such a mental health practitioner, to the extent one is available at the time of such a request.
- 1.2.8** In responding to an incident in which additional behavioral health support is requested, the officers initially responding to an incident will ensure that

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the scene of such incident is reasonably safe, prior to the arrival of a mental health practitioner or prior to allowing said mental health practitioner to make contact with any individuals involved in the incident.

**1.2.9** The responding mental health practitioner will document all cases within twenty-four (24) hours of responding to an incident and will provide the report to the responding Party's designated point of contact.

## **SECTION 2 - TERM OF MOU**

**2.1** This MOU shall commence on the date first written above and continue until February 28, 2026.

**2.2** The Parties, by mutual agreement, may extend the term of this MOU for five (5) additional one (1) year terms following the expiration of the initial term, as referenced in Section 2.1. However, the exercise of a renewal option is contingent on the availability and appropriation of funds for the continued operation of the Program. In the event that any of the Parties do not secure the appropriate funds required for the continued operation of the Program, this MOU shall terminate as to each such Party at the expiration of the funds awarded by the 2021 DOJ CIT grant.

## **SECTION 3- TERMINATION**

**3.1** Any Party may terminate their participation in this MOU prior to the expiration of the initial term of this MOU by giving no less than thirty (30) days written notice to the other Parties of their intentions to terminate this MOU on a date specified in the notice. Notification shall be made to the following:

For the City of Hyattsville:

Jarod Towers  
Chief of Police  
City of Hyattsville Police Department  
4310 Gallatin Street  
Hyattsville, MD 20781  
Telephone: (301) 798-9702  
E-Mail: jtowers@hyattsville.org

For the Town of Brentwood:

Anthony Ayers  
Chief of Police  
Brentwood Police Department  
4300 39<sup>th</sup> Place  
Brentwood, MD 20722  
Telephone: (301) 864-1858  
E-Mail: aayers@brentwood.md.gov

For the City of Mount Rainier:

Katherine Perez  
Chief of Police  
Mt. Rainier Police Department  
3249 Rhode Island Ave.  
Mt. Rainier, MD 20712  
Telephone: (301) 985-6590  
E-Mail: kperez@mountrainierpd.org

#### **SECTION 4 - INDEMNIFICATION**

4.1. To the extent permitted by law, the Parties agree to indemnify and hold one another, including their agents, employees, and elected officials, harmless from and against any claim for loss, personal injury, and/or damage that may be suffered as a result of each party's own negligence, willful misconduct or gross negligence in the performance of the services herein or for any failure to perform the obligations of this MOU, including, but not limited to, reasonable attorneys' fees and any other costs incurred by each Party, in defending any such claim. Each Party agrees to notify the other Parties in writing within ten (10) days of receipt of any claim or notice of claim made by third parties against the Party arising from or regarding the services provided hereunder. This provision shall survive termination of this MOU.

#### **SECTION 5 - NOTICE**

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**5.1** Any required notices or other communications under this MOU shall be in writing and personally delivered, mailed, delivered by a reputable overnight delivery service, or emailed. Notice via email may be considered official notice only if the receiving Party acknowledges receipt via return email or email read receipt. Notices shall be addressed as follows:

**For the City of Hyattsville:**

Jarod Towers  
Chief of Police  
City of Hyattsville Police Department  
4310 Gallatin Street  
Hyattsville, MD 20781  
Telephone: (301) 798-9702  
E-Mail: jtowers@hyattsville.org

**For the Town of Brentwood:**

Anthony Ayers  
Chief of Police  
Brentwood Police Department  
4300 39<sup>th</sup> Place  
Brentwood, MD 20722  
Telephone: (301) 864-1858  
E-Mail: aayers@brentwood.md.gov

**For the City of Mount Rainer:**

Katherine Perez  
Chief of Police  
Mt. Rainier Police Department  
3249 Rhode Island Ave.  
Mt. Rainier, MD 20712  
Telephone: (301) 985-6590  
E-Mail: kperez@mountrainierpd.org

**5.2** The Parties may change the person or address for notices by written notice to the other Parties. Notices shall be deemed given when received or three business days after the notice is deposited, properly addressed and postage prepaid, in the United States mail or one business day after the notice is sent by a reputable overnight mail delivery service (such as, but not limited to, FedEx or UPS Next Day Delivery). For notices by email, the notice shall be deemed given on the day the recipient acknowledges receipt of the notice via return email or email read receipt.

Rejection or other refusal to accept or inability to deliver because of changed address, of which no notice has been given, shall constitute receipt of the Notice.

#### **SECTION 6-INSURANCE**

**6.1** During the term of this MOU, the Parties agrees to procure and maintain in force general liability insurance in a minimum amount of One Million Dollars (\$1,000,000.00) per occurrence and Three Million Dollars (\$3,000,000.00) in the aggregate.

**6.2** An insurance policy issued by the Local Government Insurance Trust satisfies the obligations set forth in Subsection 6.1.

#### **SECTION 7 - MISCELLANEOUS**

**7.1** Neither the City of Hyattsville, the City of Mount Rainier, nor the Town of Brentwood shall unlawfully discriminate against any person on the basis of the person's race, color, religion, age, sex, sexual orientation, ancestry or national origin, immigration status, physical or mental disability, marital status genetic information, political affiliation, and gender identity or expression.

**7.2** The Parties agree to comply with all applicable federal, state, county, and city laws, regulations, or ordinances.

**7.3** This MOU shall not confer any rights or remedies upon any person other than the Parties and their respective successors and permitted assigns.

**7.4** The waiver of any breach of this MOU shall not be held to be a waiver of any other or subsequent breach. Any waiver by a Party of a requirement of this MOU, including without limitation, any requirement that a notice be made in writing or that a notice or submission be made

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within a certain time, shall not operate as a waiver of the same or any other requirement of this MOU, in any other circumstance or at any other time.

**7.5** This MOU may be executed electronically and in counterparts. All such counterparts will constitute the same agreement and the signature of any party to any counterpart will be deemed a signature to, and may be appended to, any other counterpart. Executed copies hereof may be delivered by email and, upon receipt, will be deemed originals and binding upon the Parties hereto, regardless of whether originals are delivered thereafter.

**7.6** Except as otherwise specified herein, nothing in this MOU shall be construed to create any relationship between the Parties other than that of independent entities cooperating solely for the purposes of conducting and participating in the Program.

**7.7** This MOU may only be amended or modified by a writing signed by the Parties.

**7.8** This MOU and any rights or obligations under this MOU may not be assigned by any Party without first obtaining the prior written consent of the other Parties, and any attempted assignment or subcontracting without such prior written consent shall be void.

**7.9** Each Party represents and warrants that its signatory whose signature appears below has been and is, on the date of this MOU, duly authorized to execute this MOU.

**7.10** The laws of the State of Maryland, excluding conflicts of law rules, shall govern this MOU as if this MOU were made and performed entirely within the State of Maryland. Any suit to enforce the terms hereof or for damages or other relief as a consequence of the breach or alleged breach hereof shall be brought exclusively in the courts of the State of Maryland in Prince George's County, and the Parties expressly consent to the jurisdiction thereof and waive any right that they have or may have to bring such action elsewhere.

**7.11** The recitals set forth above are incorporated into this MOU.

**7.12** This MOU contains the entire MOU between the parties hereto and shall be binding upon each party, its successors and assigns.

**[The remainder of this page is intentionally left blank—signature page follows]**

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**IN WITNESS WHEREOF**, the Parties have executed this Memorandum of Understanding of the day and date first above written.

**The City of Hyattsville, Maryland:**

**Witness:**

**By:**  
**Tracey E. Douglas**  
**City Administrator**

**The Town of Brentwood, Maryland:**

**Witness:**

**By:**  
**Rocio Tremino-Lopez**  
**Mayor**

**The City of Mount Rainier, Maryland:**

**Witness:**

**By:**  
**Koroush Kamali**  
**City Manager**

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