



TO THE NEIGHBORHOOD!!!



WELCOME TO THE TOWN OF NORTH BRENTWOOD, MARYLAND

Post Office Box 196

**4009 Wallace Road
North Brentwood, Maryland 20722
301.699.9699 - office**

301.699.1824 – fax www.northbrentwood.com

Office hours: Monday, Tuesday, and Thursday, 9am-1pm.

Zoom Meetings info 433 091 3800 passcode 4009 – call in @ 301.715.8592

Due to COVID-19 changes may occur

“A Heritage to Remember; A Future to Mold”

North Brentwood is the first African American incorporated Town in Prince George’s County, second in the State of Maryland. It is situated six miles northeast of the ellipse between Mount Rainier and Hyattsville, Maryland.

North Brentwood was originally part of the “Castle Tract”, later known as the “Highlands”. In 1887 Captain Wallace Bartlett formed Holladay Land and Improvement Division. He sold plots of land in the low area, subject to flooding, to African Americans. He dedicated this land in memory of the black regiment which served under him in the Civil War. Land was designated for churches and a school.

From the inception of the incorporation until the 40s, the town contained many privately owned business establishments, among them a dairy, a coal yard, ice house, beauty and barber shops, grocery stores, restaurants, a private school and a shoe repair shop.

Thirteen mayors have served the Town since its incorporation. The Town of North Brentwood has always had, since its beginning, a group of dedicated, civic-minded citizens who organized, voted and persevered to improve even though at times, they were faced with what appeared to be at the time insurmountable odds.

North Brentwood is located in the Chesapeake Bay Critical Area. Trees are essential for the high-water level. North Brentwood is also part of the Anacostia Trails Heritage Area (ATHA).

North Brentwood is the home of the Prince George’s African American Museum and Cultural Center.

North Brentwood is located in the Gateway Arts District, which is comprised of Brentwood, North Brentwood, Mount Rainier, and Hyattsville. North Brentwood is a part of the Prince George’s County Livable Community. The Town is administered by a Mayor and Council. One mayor and council are elected odd year in May, the other two council seats

are selected in even year in May. The staff consists of a town manager, clerk, treasurer, public works manager/code enforcement and seasonal public works staffing.

Petrella Robinson, Mayor
Councilman Aaron Baynes , Vice Mayor
Councilman Charles Wiley
Councilman Evan Dame
Carl Jones, Town Clerk
Shelley Dorsey, Town Treasurer
Jacqueline Goodall, Town Manager (CR)
Martha J. Cuffie, Code Enforcement Officer
Greg Butler, Public Works

North Brentwood Municipal Center is located at 4009 Wallace Road, North Brentwood, Maryland 20722. The office is located upstairs (side entrance of the Gwendolyn Britt Senior Center). Office hours are 9:00 a.m. to 1pm, Mondays, Tuesday, and Thursdays. Closed most federal holidays. Office hours are subject to change.

All legislative powers of the Town are vested in a Council consisting of three (3) Councilmembers who shall be elected as hereinafter provided and who shall hold office for a term of four (4) years, or until their successors take office. As provided in Section 709 of this Charter, two (2) Councilmembers, representing the Second and Third Wards, shall be elected during even numbered year; one (1) Councilmember, representing the First Ward, shall be elected during every odd numbered year. The regular term of the Councilmembers shall expire on the 3rd Monday following the election of their successors. Councilmembers holding office at the time this Charter becomes effective shall continue to hold office for the term for which they were elected or until their successors take office under the provisions of this Charter.

1.1 Qualifications of Councilmembers

Councilmembers shall be at least 25 years of age, shall have resided in the Town for at least one year immediately preceding their election and shall be qualified voters of the Town.

1.2 Salary of Councilmembers

Each Councilmember may receive an annual salary which shall be equal for all Councilmembers. Salaries of Councilmembers shall be adopted by ordinance in a public meeting. No change shall be made in the salary paid to Councilmembers during the term for which he/she was elected.

1.3 Meetings of the Council

(a) The newly elected Council shall meet at 7:30 p.m. on the 3rd Monday following its election for the purpose of organization, after which the Council shall meet regularly at such times as may be prescribed by its rules but not less frequently than once each month. Special meetings shall be called by the Clerk upon the request of the Mayor or majority of the members of the Council.

(b) All meetings of the Council shall be open to the public unless closed by the Council in accordance with State law. The rules of the Council shall provide that residents shall have a reasonable opportunity to be heard at any public meeting regarding any municipal question.

1.4 Forfeiture of Office

Any Councilmember who, during his/her term of office ceases to be a legal resident of the Town shall immediately forfeit the office.

1.5 Selection and Term

The Mayor shall be selected as hereinafter provided and shall hold office for a term of four (4) years or until a successor is elected and qualified. The Mayor shall be elected odd numbered year. The newly elected Mayor shall take office on the third Monday of May following the election. NOTE: Effective December 25, 2018 by Charter Amendment 2018-01 introduced November 2018 to change terms for Mayor and Council from a two-year term to a four-year term.

1.6 Qualifications of the Mayor

The mayor shall be at least 25 years of age, shall have resided in the Town at least two (2) years immediately preceding election, and shall be a qualified voter of the Town.

1.7 Compensation of the Mayor

The Mayor may receive annual compensation as specified by an ordinance passed by the Council in a public meeting. No change shall be made in the salary for any Mayor during the term for which he/she was elected. The ordinance making any change in the salary paid to the Mayor, either by way of increase or decrease, shall be finalized prior to the election of the next succeeding Mayor and shall take effect only as to the next succeeding Mayor.

1.8 Nominations

Persons shall be nominated for elective office in the Town by filing a nominating petition with the Town Clerk at least thirty (30) calendar days prior to the election. A nominating petition for Mayor shall be signed by at least twenty (20) qualified voters in the Town and a nominating petition for Councilmember shall be signed by at least ten (10) qualified voters in the Town. The Town Clerk shall validate all nominating petitions and then shall refer the validated petitions to the Board of Supervisors of Elections. The Board of Supervisors of Elections shall certify all qualified nominees as candidates for the Town general election at least twenty (20) calendar days prior to the election. No person shall file for nomination for more than one elective Town public office at any one time.

1.9 Election of Mayor and Councilmembers

On the first Monday of May in odd-numbered year, qualified voters of the Town shall elect a Mayor and one person to serve as Councilmember representing the First Ward. On the first Monday of May in even-numbered year, qualified voters of the Town shall elect two persons to serve as Councilmembers representing the Second and Third Wards.

IMPORTANT:

The Mayor and Town Council meetings are held the first and third Mondays of every month except when there is a Federal holiday on a Monday the meeting will be held on the next day, Tuesday. No meetings are held in the months of July, August, and December (except emergency executive sessions). See zoom information

Refuse Collection:

Trash is picked up every Tuesday and Friday (please use trash containers with lids).

Heavy Bulk pickup is every Tuesday (Oils/paints/ tires/ appliances will not be picked up). **No more than 4 items.**

Recycling is Fridays (use the Town of North Brentwood large green containers, we encourage recycling; if you need a recycling bin please call the town offices).

Effective September 2013, each household will receive one (1) new recycling bin. If you are a new resident and have no recycling bin, please call town office. **Please keep your bin in tack because each additional or replacement bin will cost \$50.00. We encourage you to recycle. This will cut down on your trash. There are restrictions on what is placed in your recycling bin. No plastics are allowed in the recycling bins including store plastic bags. No Styrofoam is allowed. If plastics or Styrofoam are placed in the bin the trash company will not pick up.**

Newsletter

A town newsletter is delivered to each home every other month. Please read the newsletter to keep abreast of activities, ordinances, and all other news in town. Special events /information may be passed out periodically to each household, and/or on the website or community channel. There is also a bulletin board outside town office.

Highlights of North Brentwood:

North Brentwood Community Center / 301.864.0756—located at 4012 Webster Street
Gwendolyn Britt Senior Activity Center / 301.699.1238—located at 4009 Wallace Road

Churches in North Brentwood are:

- First Baptist Church, Inc., 4000 Wallace Road, Senior Pastor Duane T. Kay – 301-277-4742
- A.M.E. Zion Church, 4037 Webster Street, Pastor Samuel Whittaker – 301-927-7698
- St. James Pentecostal Church, 3925 Allison Street, Elder Cornelius W. Avent – 301-277-6376

Park area located on Allison Street

Basketball court at park area

Tennis Court – Wallace Road

Prince Georges African-American Museum and Cultural Center, 4519 Rhode Island Avenue, North Brentwood, MD 20722
301-809-0440

*Organizations in North Brentwood are: (all are welcome)- **We encourage citizens to attend and become involved!***

- North Brentwood Citizens Association – meetings are held on the 2nd Monday, except August and December at the North Brentwood Community Center, 6:30pm/or Telephone number 774.267.2052.
- North Brentwood Historical Society – meetings are held on the 2nd Wednesday (except August and December) at the North Brentwood Community Center, 10am/or telephone number 774.267.2052
- North Brentwood Senior Club meetings are held quarterly, March, June, September and December 1st Tuesday of the month, at the North Brentwood Community Center.

Yearly scheduled events held in North Brentwood:

- North Brentwood Day – 3rd Saturday in June
- Summer Fun Reading Program for elem. Age (Saturdays, July-August)
- National Night Out/ Back-to-school – 1st Tuesday in August
- Children Halloween Party

Codes and Property Standards are strictly enforced / BUILDING PERMITS ARE REQUIRED

We want you to take care of your property, such as cutting the grass and weeds. No cars without certified Maryland tags are allowed. No parking cars or vehicles on grassy areas. Please remove all grass clippings off sidewalk and into street. You will be fined.

These are projects that may require. Cost for town permit is \$25.00 for each outside new or repair project. Here are just a few:

- | | |
|-------------|--------------|
| Decks/Steps | Sheds |
| Roofs | Yard Sales |
| Dumpsters | Garage Sales |
| Siding | Walkways |
| Driveway | Fences |
| Steps | Porches |

No permit is required for replacements of windows, doors, or painting

If you desire to do maintenance outside of your home, contact the Town office first. You may need permits (whether county or town permits). Come to the town office first to inquire before starting your work. North Brentwood is located in the Chesapeake Bay critical area. Trees are essential due to the high-water levels. Come to the office before cutting down trees. If you do not obtain proper permits you will be fined.

Emergency Response Surveys

In case of an emergency, we need information about your household; **take time to fill out the emergency preparedness survey** at the town’s website, www.northbrentwood.com and return it to the town office.

Community Channels

You can tune into the community channels for information and events. *Verizon* channel = 1983 / *Comcast* channel =71

Prince Georges County Social Services Satellite office

The Social Services representative is available on Monday and Thursdays, 9am-12noon, town office entrance, downstairs. (not active due to COVID)

Town Assessments/Budget Notes & Assumptions :

Note: Residential Real Property = \$0.4400 per \$100.00 / Commercial Real Property = \$0.5857 per \$100.00, Trash Collection Flat Charge = \$132.00 per household per year/Trash monthly contract increases to \$4,373.00, tipping fee increase effective October 1, 2021, Utility real property= \$2.00 per \$100.00/ Business Personal = \$1.50.00 per \$100.00 (all per assessed valuation)

ADOPTED BUGET FY2021 – Ordinance 2021-06

Revenue	Taxes- Property Income	\$ 444,492.00
	Licenses & Permits	14,250.00
	Intergovernmental	37,367.00
	Miscellaneous	9,650.00
	Other	300.00

Total Operating Revenues	\$ 506,059.00
Grant & Other Restricted	450,075.00
American Rescue Plan Reimb.	7,803.00
Total Revenue	\$ 963,937.00

Expenditures

General Government	\$ 16,476.00
Legislative & Executive	182,871.00
Other Expense	77,596.00
Elections	
Miscellaneous	7,900.00
Municipal Building	185,568.00
Public Safety	5,000.00
Public Works	6,550.00
Highway Department	42,925.00
Sanitation & Health	56,476.00
Encumbrances	4,575.00
Grants	378,000.00
Total Expenditures	\$ 963,937.00

Keeping our Neighborhoods Beautiful



In an effort to keep our neighborhoods beautiful we would like to inform everyone of the most frequent property standard violations in our community.

Please be aware of the following VIOLATIONS in your neighborhood:

- No parking on grass and lawns
- No house furniture or appliances (couches, coffee tables, refrigerators, car seats, etc.) is to be stored outside of your homes
- Illegal car Repair Businesses in residential neighborhoods.
- No commercial vehicles are to be parked in a residential area (10,000 pounds or greater)
- No loud music after 10 p.m.
- No urinating in public areas
- No littering
- No drinking alcoholic beverages in public areas
- No home renovations without proper permits

If you witness any of the above violations, please do not hesitate to contact our office.

Maintaining safe and beautiful communities is an issue of great concern, thus maintaining great communities takes the commitment and involvement of all!



Bienvenue



If you desire Spanish translation, please call the town offices.