



CITY OF DISTRICT HEIGHTS

TUESDAY, MARCH 14, 2023

AGENDA
HYBRID Work Session
7:00PM

In Person: Main Floor Commissioners Chamber, Municipal Building, 2000 Marbury Drive

Or Via Zoom: <https://zoom.us/j/95603505473?pwd=WnBLOWxmK0J0Q1ZGM2JNV2Rlc2p4Zz09>

CALL TO ORDER:

OPENING PRAYER:

PLEDGE OF ALLEGIANCE:

APPROVAL OF AGENDA:

- Work Session Meeting Agenda Tuesday, March 14, 2023

APPROVAL OF MINUTES:

- City Meeting Minutes of Thursday, March 2, 2023

PUBLIC PARTICIPATION:

NEW BUSINESS:

1. Senior Center Update – Lane Feick
2. Citizen’s Request (4)– Code Enforcement Michelle Watkins
3. Red Light Camera Ordinance Adoption – Chief Tarpley
4. Districts Heights Day Stage Discussion – Anthony Tilghman/Jeff Taylor
5. Playground Equipment Presentation – Jeff Taylor
6. IT Assessment Report – Lladner
7. Councilwoman Krystal Oriadha Resident Meet and Greet with QA Discussion – Vice Mayor Harcourt
8. Personnel Matters – CLOSED SESSION

MAYOR & COMMISSION ANNOUNCEMENTS/COMMENTS:

ADJOURNMENT

- **This agenda is subject to change. For the most current information, please contact the City Clerk at 301-336-1402 x110.**

➤ **Pursuant to the statutory authority of the Maryland Annotated Code, General Provisions Article § 3-305(b), the Mayor and Commission of the City of District Heights are providing notice that they will meet in a Closed Session during the meeting on Tuesday, March 14, 2023 to discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; any other personnel matter that affects one or more specific individuals. They will return after the closed session for Mayoral and Commission reports.**



CITY OF DISTRICT HEIGHTS

MARYLAND

2000 Marbury Drive
District Heights, Maryland

City Meeting Minutes

Thursday, March 2, 2023, 7pm

HYPBRID | Limited Capacity In-Person & VIA ZOOM Audio/Visual Conference

CALL MEETING TO ORDER

The City Meeting of the City of District Heights was held on Thursday, February 2, 2023, via a HYBRID fashion: Limited capacity in-person and ZOOM audio/visual conference. Mayor Miller called the meeting to order at 7:00 p.m.

OPENING PRAYER

Vice Mayor Harcourt

PLEDGE OF ALLEGIANCE

Commissioner Gomez

QUORUM

In attendance were Mayor Miller, Vice Mayor Harcourt, Comr. Janifer, Comr. Gomez, Comr. Tilghman, Katrina Polk - Acting City Manager, Cecelia Smith-Budd – Staff Accountant, Starr Jefferson –City Clerk, Chris Lawson – Director of HR, Nikesha Pancho – HR Manager

AGENDA ACCEPTANCE

Comr. Gomez moved to amend the agenda to include an update on Legislative Affairs and a new business item to create a line item for Forced Cleanup expenses.

Vice Mayor Harcourt seconded the motion which carried a 4-0 vote. The amended agenda was approved.

APPROVAL OF MEETING MINUTES

Comr. Janifer moved to accept the City Work Session minutes from February 14, 2023.

Vice Mayor Harcourt seconded the motion which carried a 4-0 vote.

MAYORAL COMMENTARY

Mayor Miller paid tribute to former mayor, Carol Johnson, and the impact her service made on the community. The Commissioner's each shared their thoughts and prayers for her family and personal memories of her stewardship.

A video presentation was shared, and a moment of silence was held.

PRESENTATIONS

Councilwoman Krystal Oriadha – The city’s representative for Prince George’s County District 7 shared the status of legislation in support of the Council’s priorities.

Councilwoman Oriadha highlighted the Tobacco Store legislation with a hearing scheduled for March 7, 2023. The bill would block 24-hour operation, prohibit the use of advertising lights for tobacco and prohibit operation in commercial spaces. Businesses will be given 2 years to comply.

Vice Mayor Harcourt inquired about increase of Donation boxes in the county and how to mitigate the costs to the city.

Commission Janifer inquired whether a traffic study could be conducted at the intersection of Kipling Pkwy. and Ritchie Rd. citing the heavy traffic and safety issues for residents attempting to merge onto Ritchie Rd.

Councilwoman Oriadha also discussed key legislative priorities for District 7.

The full report, Prince George’s County Legislative Priorities, Council Member Krystal Oriadha, District 7, *February 2023* is attached.

Deborah Turner, the Chair of District Heights Board of Supervisors of Elections (BOSE) presented the certified candidates for the City Election on May 1, 2023.

Vice Mayor Harcourt is running for re-election as Commissioner of Ward 1 and running unopposed.

Commissioner Gomez is running for election as Commissioner of Ward 2 and running unopposed.

DEPARTMENT REPORTS

Legislative & Governmental Affairs – Tony Perez, LA Perez Consulting

Mr. Perez shared the ongoing discussion with Commissioners regarding various initiatives, including Vice Mayor Harcourts continued efforts to bring trees into the city; Commissioner Tilghman goals of helping the city gain its own zoning.

Mr. Perez informed the Commission on the status of the Mary Layman legislation to provide citizens with *standing* in their communities regarding development projects. Currently the bill is still in the Counselors General Assembly committee.

The bond bill for \$500,000 sponsored by Chairman Delegate Nick Charles is making positive progress. The bond would add supplemental funding to the city’s future City Hall on Marlboro Pike.

Public Works, Building and Ground Department Report – Ms. Angela Barnhill-Love, Building Coordinator

Ms. Barnhill-Love reported on the updates within the Public Works department. Parking lot lights have been delivered and scheduled for installation.

The work to the restrooms in the municipal building is scheduled to begin in the coming weeks.

The Jack Sims memorial sign has been reordered.

Spring cleanup is scheduled for Monday, April 17, 2023.

Vice Mayor Harcourt requested that illegal advertisements be removed from city grounds on Report submitted

Code Enforcement Report- Ms. Michelle Watkins, Supervisor Code Enforcement

2 new Code Officers are in training and have been touring the city.
Residents receiving Warning Notices from the city may call (301) 336-1400.
Citizens can communicate with Code Enforcement at codeenforcement@districtheights.org
Report submitted

Police Department – Chief Tarpley, Chief of Police

Chief Tarpley informed Commission of the sale of the Woodland Springs property and the communication with the new owners regarding part time security provided by the city.
Chief Tarpley updated the Commission about the partnership with Homeland Security and their assistance supporting the cities gun related crimes.
Chief Tarpley also highlighted the relationship with neighboring Capitol Heights Police Dept and the reciprocal support the departments provide.
Chief Tarpley shared the new schedule for the CODH Police Department. With the recent addition of officers, the department now provides service 7 days / 10 hours per day. His goal is to increase coverage to 24 hours 7 days week with additional offices slated for hiring.
Report submitted

Youth Services Bureau “YSB Report”- Ms. Katrina Emerson, Director of YSB

Ms. Emerson shared the opening for the position of Executive Assistant along with the ongoing need for a licensed Clinical Therapist to support the bureau.
The YSB has a college tour scheduled for Monday, March 6th. The students will be visiting the campus of Morgan State University in Baltimore, Maryland.
Report submitted

Recreation – Mr. Jefferey Taylor, Director of Recreation

Mr. Taylor announced the current Saturday hours for the Recreation Department are 9am to 2pm.
Mr. Taylor announced the bittersweet farewell to longtime Recreation Assistant Director, Charles Hall. After 16 years of dedicated service with the City of District Heights, Mr. Hall will be moving to new opportunities. The city wishes ‘Chuck’ all the very best in his new endeavors.
Report submitted

Treasury- Ms. Cecelia Smith-Budd, Treasurer

Ms. Smith-Budd reported on the revenues through January 31, 2023 detailing the city’s annual budget of \$15,378,000, of which \$5,209,000 had been spent to date, representing 34% of budgeted expenses. The under-budget condition in revenue was caused by the underspending of ARPA funds, which are not recognized as revenue until they are expended.
Ms. Smith-Budd also noted that 90% of local taxes, mainly real property tax, have been collected.
Vice Mayor Harcourt raised the idea of hiring a project manager for assistance in ARPA fund management.
Report submitted

General Government – Katrina Polk, Director Senior Services & Acting City Manager

Dr. Polk shared the accomplishments of the Mission and Vision statements produced by department supervisors and directors.

The city's social media accounts have received significant growth in the last 2 months with engaging content.
Report submitted

Human Resources – Chris Lawson, Director HR

Mr. Lawson announced the upcoming interviews for the Executive Assistant position available within YSB would begin next week. He also addressed the ongoing challenges of hiring a Clinical Therapist for the bureau. He suggests that a recruiter or headhunter might be employed to support the vacant position.

Mr. Lawson announced upcoming training for the Paylocity time and attendance software.

Mr. Lawson reminded the Commission of upcoming customer service staff training.
Report submitted

PRESENTATIONS

The Commission was greeted by the Senior Pastor of First Baptist Church of District Heights, Dr. Bobby Manning. Pastor Manning reminded the residents of the ongoing food pantry available every Friday at 12pm. All residents are welcome to receive food bags. FBCDH is located at the corner of Kipling Pkwy and Marbury Dr.

On Saturday, April 8th (the day before Easter) FBCDH will host a large block party for kids. Everyone is welcome. Please contact the First Baptist Church website for additional details (301)-736-7872.

The city congratulates on the Pastor Manning's recent 12-year anniversary.

PUBLIC PARTICIPATION

None

NEW BUSINESS

Forced Clean-up & Removal Line Item – Chief Tarpley

Chief Tarpley presented a request to the Commission to create a new line item to facilitate the clean up and maintenance of vacant, abandoned, and blighted properties within the city. The Chief explained the city would pay for the services and subsequently place a lien on the property to recoup the expenses paid by the city.

Comr. Gomez moved to create a new line item with the Police Department budget for contractual services.

Vice Mayor Harcourt seconded the motion which carried a 4-0 vote.

Vice Mayor Harcourt moved to transfer \$20,000 from the Unreserved Funds line item to fund the contractual services line item.

Comr. Janifer seconded the motion which carried a 4-0 vote.

Commissioner Janifer moved that the Commission go into closed session to discuss Personnel Matters.

Vice Mayor Harcourt seconded the motion which carried a 4-0 vote.

The Mayor and Commission went into closed session at 9:29pm

Mayor Miller announced the hiring of a new city Police Officer and an additional city employee that would be announced soon.

COMMISSION ANNOUNCEMENTS

Commissioner Tilghman announced a Sickle Cell Blood Drive hosted by the Recreation Department in conjunction with the Red Cross on Monday, March 17, 2023, from 1pm to 6pm.

Discussion ensued regarding the logistics of the event due to the reduced capacity of the gymnasium.

Commissioner Tilghman moved to approve the Sickle Cell Blood Drive hosted by the Recreation Department scheduled for March 17, 2023.

Vice Mayor Harcourt seconded the motion which carried a 4-0 vote.

ADJOURNMENT

Vice Mayor Harcourt moved to adjourn the City Meeting.

Commissioner Janifer seconded the motion which carried a 4-0 vote.

The City Meeting adjourned at 10:04pm.

Respectfully submitted,

Starr Jefferson
City Clerk

District Heights Senior Center

The District Heights Senior Center is still in progress. The General Contractor, D&A Contractors, is slowly progressing towards the end of the project. With the current pace of progress, we would anticipate the Substantial Completion to occur March 28, 2023 +/- (slipped from March 1, 2023 as stated on 1/3/23)

Contract Milestone Dates

- Contract Signed 3/29/20
- Kick-Off Meeting 4/22/20
- Notice to Proceed 5/6/20
- Original Contract Completion 10/25/21 (currently anticipated to complete about 17 months late)

Completed major components:

- Elevator passed State inspection (March 13, 2023)

Activities currently underway:

- Ornamental railing along Stair #1 and second floor openings (estimated completion 3/28/23, slipped from estimated 2/1/23 completion)
- Flooring
- Balcony

Large Change Orders underway:

- None

Activities of concern:

- Communication with General Contractor – Contractor does not follow instructions and protocol as required in the contract
- Claims from General Contractor – Contractor has threatened to submit claims for various topics (none submitted to date)

Major deficient items that need to be addressed:

- Ponding in asphalt pavement
- Main entrance concrete steps holding water

Upon Substantial Completion, we will compile the punch list (that we feel will be extensive), press for the Operations and Maintenance Manuals, Warranties and close-out documentation required per the Contract.



**City of District Heights
Code Enforcement Unit**

*2002 Marbury Drive
District Heights, MD 20747-2399*

Telephone: (301) 336-1400

Fax: (301) 808-6915

MEMORANDUM

Date: March 6, 2023

To: Mayor and Commission
Starr Jefferson, City Clerk

From : Michelle Watkins, Supervisor
Code Enforcement

Subject: Citizen Request - Commercial Business License

Citizen Request has been submitted to open or change commercial businesses within the City of District Heights. Per the City Commission directive, the Citizen Request is being forwarded for comments and approval.

Attached is property and business information along with pictures:

6322 Marlboro Pike – Cocktails of Beauty Salon

6003 Marlboro Pike – Neema Dance Collective

6216-C Marlboro Pike – Kings Royal Tag and Title

6108 Old Silver Hill Road – District Heights Drive School



CITY OF DISTRICT HEIGHTS

2000 MARBURY DRIVE
DISTRICT HEIGHTS, MD 20747-2399

Telephone: (301) 336-1400
Fax: (301) 350-3660

CITIZEN REQUEST (New Commercial Business)

Date: 10/12/2022
Request Number: CR-002-23
(Office Use Only)

Requestor / Business Owners Name: Grace Johnson
City Address / Location of Business: 6003 Marlboro Pike District Heights, MD 20747
Requestor's Home Address: 5902 E Boniwood turn Clinton, MD 20735
Home Phone: _____ Work Phone: 301-832-5055 Other: _____
Email: info@neemadancecollective.com

Reason for Request Application to open a new commercial business within the City of District Heights, Maryland
Name of Business: Neema Dance Collective Type of business: Dance Studio

Describe business and what is to be done on the property (Be Specific):
Dance Studio offering Classical Dance training for children and adults

Signature: Grace Johnson

Code Enforcement Officer Comments: City Commission must approve new Commercial Business License Application.

Date Hearing Schedules: _____

.....
COMMISSION ACTION:

Request Granted _____ Request Denied _____

Commission's Comments: _____

Please mail or deliver this form to the Code Enforcement Office.
2002 Marbury Drive, District Heights, Maryland, 20747. Phone: 301- 336-1400, Fax: 301- 808-6915.

You will be notified of hearing date



City of District Heights Code Enforcement Unit

2002 Marbury Drive
District Heights, MD 20747-2399

Telephone: (301) 336-1400
Fax: (301) 808-6915

PAID

COMMERCIAL BUSINESS LICENSE APPLICATION

License must be renewed each year before January 1st

NEW RENEWAL

Date of Application 09/26/2022

locktails of beauty
Name of Firm/Business
6322 MARLBORO PIKE District Heights
Address of Business
HAIR SALON
Type of Business
202 509 3617 10am to 7pm
Telephone Number Hours Opened

Alarm Company _____

Alarm Company Address _____

City State Zip Code Telephone _____

Owner(s) of Building _____

Owner's Address _____

City State Zip Code Telephone _____

Type of Firm
 Individual
 Partnership
 Corporation

MERY OUATTARA
Name of Person To Whom License Is to Apply

MERY OUATTARA
Applicant's Full Name (PRINT)

[Signature]
Signature of Applicant

**TO BE NOTIFIED IN CASE OF EMERGENCY,
IN PRIORITY ORDER:**

TINA Thomas
202 494 9337

6200 Westchester Park Dr
Applicant's Home Address

College Park MD 20740
City State Zip Code
0360593018964 MARYLAND
Drivers License Number State

Number of Employees: _____

Article 23A, Section 48, Certificate of Compliance with Worker's Compensation Act of Maryland annotated Code of require municipal governments to obtain prior to issuing a License:

- (a) A certificate of compliance with the Maryland Workers' Compensation Act: or
- (b) The number of a workers' compensation insurance policy or binder.

owner of the business
Applicant's Title

202 509 3617 ouattaramery@yahoo.com
Applicant's Home Telephone Email

Policy or Binder Number _____

Alarm: Yes No (Type: Audible Silent)

NOTE: You must include a copy of your professional Certification(s) and all other license(s) issued by the State or County. Failure to provide a copy will prohibit the issuance of the City License. All Information MUST BE Supplied Before License Is Issued.

OFFICE USE

The cost of the license shall be \$225.00 dollars per year	<input type="checkbox"/> -Paid	New Applications Only
The cost of a Use and Occupancy Certificate is \$10.00 for all new applications	<input type="checkbox"/> -Paid	
Article VII, Section 701(C). - Each Electronic Game fee is \$100.00 per machine	<input type="checkbox"/> -Paid	Commission Hearing Date: _____
Article VII, Section 701(C). - Each ATM Machine fee is \$100.00 per machine	<input type="checkbox"/> -Paid	
Article VII, Section 701(C). - Each Coin Operated Machine fee is \$10.00 per machine	<input type="checkbox"/> -Paid	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved
Article VI, Section 608. - Alarm Users License Registration fee is \$50.00 biennial # _____	<input type="checkbox"/> -Paid	
Article XIV, Section 1401(hh) - Sign Permit is \$20.00 or \$2.00 per square foot BP# _____	<input type="checkbox"/> -Paid	
Article II, Section 202 - Building Permit Required - YES <input type="checkbox"/> NO <input type="checkbox"/> BP # _____	<input type="checkbox"/> -Paid	
Please make check or money order payable to: CITY OF DISTRICT HEIGHTS		District Heights License Number _____



INFORMATION REQUEST FORM COMMERCIAL LICENSE

ALL INFORMATION IS REQUIRED

Please Type or Print Clearly

COCKTAILS of beauty SALON

Business Name

6322 MARLBORO PIKE District Heights MD 20747
Business Address Ste./Rm. City State Zip

Type of Business: Retail Service Wholesale Manufacturing Other

Name of Owner, Partners, or Corporation Officers

MERY QUATTARA

Home Address

6200 Westchester Park Dr #1511 College Park MD 20740
Ste./Rm. City State Zip

Phone No.

Email

202 505 3617 quattaramery@yahoo.com
Name of Resident Agent

Address

Ste./Rm.

City

State

Zip

Phone No.

Email:

FATEMAH ENAYATI & Habibollah Gouloubandi
Name of Property Owner / Landlord (If Leased)

4823 Broad Brook Dr Bethesda MD 20814
Address Ste./Rm. City State Zip

Phone No. 301 213 5556

Email SG 4810a@gmail.com

Building Permit Required:

YES NO

Sign Permit

YES NO

Types of Work to be done on property:

Renovation

Remodel

Was Violation or Stop Work Order Issued:

Yes No

Notice #:

Property Information:

Leased

Owned

/ Partial

Whole Building

How many Floors:

1

2

3

4

Main Level - 1st fl. - Type of Business:

Upper Level - 2nd fl. - Type of Business:

Upper Level - 3rd fl. - Type of Business:

Basement Level - Type of Business:

Number of Parking spaces:



City of District Heights
Code Enforcement Unit
 2002 Marbury Drive
 District Heights, MD 20747-2399

Telephone: (301) 336-1400
 Fax: (301) 808-6915

NOV 08 10:12

PAID

COMMERCIAL BUSINESS LICENSE APPLICATION

License must be renewed each year before January 1st

NEW RENEWAL

Date of Application 11/8/22

Kings Royal Tag Title

NA

Name of Firm/Business
6216 Marlboro Pike, District Heights, Md

Alarm Company

Address of Business
Tag And Title

Alarm Company Address

Type of Business
301-430-2370 9AM-5PM

City: 1 State: MD Zip Code: 20747 Telephone: 301-523-7125

Type of Firm
 Individual
 Partnership
 Corporation

Owner(s) of Building

Latoya D. King

6216 Marlboro Pike

Name of Person To Whom License Is to Apply

Owner's Address

Latoya. Deshawn, King

District Heights Md 20747 301-523-7125

Applicant's Full Name (PRINT)

**TO BE NOTIFIED IN CASE OF EMERGENCY,
 IN PRIORITY ORDER:**

Signature of Applicant

Latoya. King - 5M-516-0589

Applicant's Home Address

Number of Employees: NA

4931 Wallflower Way

Article 23A, Section 48, Certificate of Compliance with Worker's Compensation Act of Maryland annotated Code of require municipal governments to obtain prior to issuing a License:

City: MD State: MD Zip Code: 20745

- (a) A certificate of compliance with the Maryland Workers' Compensation Act; or
- (b) The number of a workers' compensation insurance policy or binder.

Drivers License Number: MD State: MD

Policy or Binder Number _____

Applicant's Title: 240-410-8832 Email: Toya.kng@gmail.com

Alarm: ___ Yes ___ No (Type: ___ Audible ___ Silent)

NOTE: You must include a copy of your professional Certification(s) and all other license(s) issued by the State or County. Failure to provide a copy will prohibit the issuance of the City License. All Information MUST BE Supplied Before License Is Issued.

OFFICE USE

The cost of the license shall be \$225.00 dollars per year	<input type="checkbox"/> - Paid	New Applications Only
The cost of a Use and Occupancy Certificate is \$10.00 for all new applications	<input type="checkbox"/> - Paid	
Article VII, Section 701(C). - Each Electronic Game fee is \$100.00 per machine	<input type="checkbox"/> - Paid	Commission Hearing Date: _____
Article VII, Section 701(C). - Each ATM Machine fee is \$100.00 per machine	<input type="checkbox"/> - Paid	
Article VII, Section 701(C). - Each Coin Operated Machine fee is \$10.00 per machine	<input type="checkbox"/> - Paid	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved
Article VI, Section 608. - Alarm Users License Registration fee is \$50.00 biennial # _____	<input type="checkbox"/> - Paid	
Article XIV, Section 1401(hh) - Sign Permit is \$20.00 or \$2.00 per square foot BP# _____	<input type="checkbox"/> - Paid	
Article II, Section 202 - Building Permit Required - YES <input type="checkbox"/> NO <input type="checkbox"/> BP # _____	<input type="checkbox"/> - Paid	
Please make check or money order payable to: CITY OF DISTRICT HEIGHTS		District Heights License Number _____



INFORMATION REQUEST FORM COMMERCIAL LICENSE

ALL INFORMATION IS REQUIRED
Please Type or Print Clearly

NOV 08 AM 10:12

Business Name
Kings Royal Tag and Title

Business Address Ste./Rm. City State Zip
6214 Marlboro Pike, District Heights Md 20747

Type of Business: Retail Service Wholesale Manufacturing Other

Name of Owner, Partners, or Corporation Officers
Latoya King

Home Address Ste./Rm. City State Zip
4931 Wallflower Way Oxon Hill Md 20745

Phone No. 240-410-8832 **Email** Toya King@gmail.com

Name of Resident Agent

Address Ste./Rm. City State Zip

Phone No. **Email:**

Name of Property Owner / Landlord (If Leased)
Leticia Vines

Address Ste./Rm. City State Zip

Phone No. 301-523-7125 **Email** Leticia Vines Spoke Realtor@gmail.com

Building Permit Required: YES NO **Sign Permit** YES NO

Types of Work to be done on property: Renovation Remodel

Was Violation or Stop Work Order Issued: Yes No **Notice #:**

Property Information: Leased Owned / Partial Whole Building

How many Floors: 1 2 3 4

Main Level - 1st fl. - Type of Business:

Upper Level - 2nd fl. - Type of Business:

Upper Level - 3rd fl. - Type of Business:

Basement Level - Type of Business:

Number of Parking spaces: _____

6322 Marlboro Pike



[View Map](#)

[View GroundRent Redemption](#)

[View GroundRent Registration](#)

Special Tax Recapture: None

Account Identifier: District - 06 Account Number - 0610337

Owner Information

Owner Name: GOULOUBANDI HABIBOLLAH ETAL
 FATEMEH ENAYATI
 Mailing Address: 4823 BROAD BROOK DR
 BETHESDA MD 20814-3905
 Use: COMMERCIAL
 Principal Residence: NO
 Deed Reference: /17113/ 00173

Location & Structure Information

Premises Address: 6322 MARLBORO PIKE
 DISTRICT HEIGHTS 20747-0000
 Legal Description:
 Map: Grid: Parcel: Neighborhood: Subdivision: Section: Block: Lot: Assessment Year: Plat No: A-1436
 0081 00C3 0000 10006.17 2700 01 5 21 2021 Plat Ref:
 Town: DISTRICT HEIGHTS

Primary Structure Built	Above Grade Living Area	Finished Basement Area	Property Land Area	County Use			
1957	1,280 SF		2,500 SF	005			
Stories	Basement	Type	Exterior	Quality	Full/Half Bath	Garage	Last Notice of Major Improvements
		RETAIL STORE	/	C3			

Value Information

	Base Value	Value As of	Phase-In Assessments As of	As of
Land:	87,500	87,500	07/01/2022	07/01/2023
Improvements	97,500	104,300		
Total:	185,000	191,800	189,533	191,800
Preferential Land:	0	0		

Transfer Information

Seller: RUBINO,DOMINICK N ETAL	Date: 03/28/2003	Price: \$165,000
Type: ARMS LENGTH MULTIPLE	Deed1: /17113/ 00173	Deed2:
Seller: RUBINO,DOMINICK N ETAL	Date: 11/01/1999	Price: \$0
Type: NON-ARMS LENGTH OTHER	Deed1: /13447/ 00384	Deed2:
Seller:	Date:	Price:
Type:	Deed1:	Deed2:

Exemption Information

Partial Exempt Assessments:	Class	07/01/2022	07/01/2023
County:	000	0.00	
State:	000	0.00	
Municipal:	000	0.00 0.00	0.00 0.00

Special Tax Recapture: None

Homestead Application Information

Homestead Application Status: No Application

Homeowners' Tax Credit Application Information

Homeowners' Tax Credit Application Status: No Application Date:



City of District Heights Code Enforcement Unit

2002 Marbury Drive
District Heights, MD 20747-2399

Telephone: (301) 336-1400
Fax: (301) 808-6915

PAID

141 0960135

COMMERCIAL BUSINESS LICENSE APPLICATION

License must be renewed each year before January 1st

NEW RENEWAL

Date of Application 10/14/2022

Neema Dance Collective

N/A

Name of Firm/Business

Alarm Company

6003 Marbury Pike

N/A

Address of Business

Alarm Company Address

Dance Studio

Type of Business

City State Zip Code Telephone

301-832-5055

9a-9p

Telephone Number

Hours Opened

WOODMONT PROPERTIES

Type of Firm

Owner(s) of Building

Individual

4919 Bethesda Ave.

Partnership

Owner's Address

Corporation

Bethesda MD 20814

Grace Johnson / Neema Dance Collective

301-652-2302

City State Zip Code Telephone

Name of Person To Whom License Is to Apply

**TO BE NOTIFIED IN CASE OF EMERGENCY,
IN PRIORITY ORDER:**

Grace A. Johnson

Applicant's Full Name (PRINT)

Grace Johnson

Signature of Applicant

Number of Employees: N/A

5902 E Boniwood Turn

Applicant's Home Address

Article 23A, Section 48, Certificate of Compliance with Worker's Compensation Act of Maryland annotated Code of require municipal governments to obtain prior to issuing a License:

Clinton MD

City State

20735

Zip Code

3525-288067249

Drivers License Number

State

Applicant's Title

301-832-5055

Applicant's Home Telephone

info@neemadancecollective.com

Email

- (a) A certificate of compliance with the Maryland Workers' Compensation Act: or
- (b) The number of a workers' compensation insurance policy or binder.

Policy or Binder Number _____

Alarm: Yes No (Type: Audible Silent)

NOTE: You must include a copy of your professional Certification(s) and all other license(s) issued by the State or County. Failure to provide a copy will prohibit the issuance of the City License. All Information MUST BE Supplied Before License Is Issued.

OFFICE USE

The cost of the license shall be \$225.00 dollars per year	<input checked="" type="checkbox"/> - Paid	New Applications Only
The cost of a Use and Occupancy Certificate is \$10.00 for all new applications	<input type="checkbox"/> - Paid	
Article VII, Section 701(C). - Each Electronic Game fee is \$100.00 per machine	<input type="checkbox"/> - Paid	Commission Hearing Date: _____
Article VII, Section 701(C). - Each ATM Machine fee is \$100.00 per machine	<input type="checkbox"/> - Paid	
Article VII, Section 701(C). - Each Coin Operated Machine fee is \$10.00 per machine	<input type="checkbox"/> - Paid	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved
Article VI, Section 608. - Alarm Users License Registration fee is \$50.00 biennial # _____	<input type="checkbox"/> - Paid	
Article XIV, Section 1401(hh) - Sign Permit is \$20.00 or \$2.00 per square foot BP# _____	<input type="checkbox"/> - Paid	
Article II, Section 202 - Building Permit Required - YES <input type="checkbox"/> NO <input type="checkbox"/> BP # _____	<input type="checkbox"/> - Paid	
Please make check or money order payable to: CITY OF DISTRICT HEIGHTS		District Heights License Number _____



INFORMATION REQUEST FORM COMMERCIAL LICENSE

ALL INFORMATION IS REQUIRED
Please Type or Print Clearly

Neema Dance Collective, LLC
Business Name
3617 Alderton ave Fort Washington, MD 20744
Business Address Ste./Rm. City State Zip

Type of Business: Retail Service Wholesale Manufacturing Other

Grace Johnson
Name of Owner, Partners, or Corporation Officers
5902 E Bonwood Turn Clinton MD 20735
Home Address Ste./Rm. City State Zip
301-832-5055 Phone No. info@neemadancecollective.com Email

Grace Johnson
Name of Resident Agent
Address Ste./Rm. City State Zip
Phone No. Email:

Woodmont Properties
Name of Property Owner / Landlord (If Leased)
Address Ste./Rm. City State Zip
Phone No. Email

Building Permit Required: YES NO Sign Permit YES NO
Types of Work to be done on property: Renovation Remodel
Was Violation or Stop Work Order Issued: Yes No Notice #: 21-0277

Property Information: Leased / Owned / Partial Whole Building
How many Floors: 1 2 3 4
Main Level - 1st fl. - Type of Business: Dance Studio
Upper Level - 2nd fl. - Type of Business:
Upper Level - 3rd fl. - Type of Business:
Basement Level - Type of Business:

Number of Parking spaces: N/A

PRINCE GEORGE'S COUNTY

**DEPARTMENT OF PERMITTING, INSPECTIONS AND ENFORCEMENT
PERMITTING CENTER**

CERTIFICATE OF OCCUPANCY

EFFECTIVE DATE: **December 13, 2022**

CASE NUMBER: **37010-2022-00**

PERMISSION IS HEREBY GRANTED TO OCCUPY :

6003 MARLBORO PIKE DISTRICT HEIGHTS, MD 20747

CASETYPE : **DPIE UO**

OWNERSHIP :

PARKING SPACES : **0**

USE GROUP :

SPECIAL EXCEPTION :

CONST. TYPE :

LOT :

TAX MAP :

081

BLOCK :

ZONE :

CGO

PARCEL :

LIMITATIONS (UP TO) :

Ok for dance studio per SP-98043 and DDS-512.

USE (MNCPPC ZONING) :

DANCING SCHOOL

PROPERTY OWNER

Woodmont Properties
4919 Bethesda Ave
Bethesda, MD 20814

#

OCCUPANT

Neema Dance Collective
6003 Marlboro PIKE
District Heights, MD 20747
TRADE NAME : **NDC Studio's**

#

CERTIFICATE IS TO BE CONSPICUOUSLY DISPLAYED AND NOT REMOVED FROM
THE PREMISE FOR WHICH IT WAS ISSUED.

IT IS NOT TRANSFERABLE.

Melinda Bolling

Melinda Bolling
BUILDING CODE OFFICIAL

**YOU MUST COMPLY WITH MUNICIPAL, HOMEOWNER/CIVIC ASSOCIATION AND LOCAL COVENANTS. A FINE MAY BE
IMPOSED IF CONSTRUCTION IS BEGUN WITHOUT REQUIRED APPROVALS.**

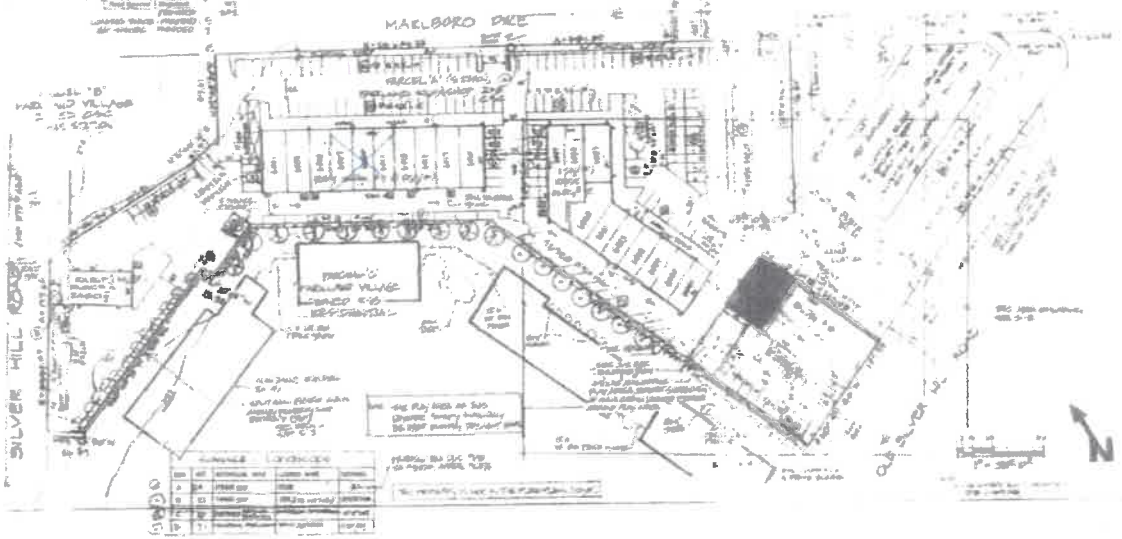


Name of Applicant: J. Ferrante
 Project: Day Care Center
 Address: 15475-2002-11
 City: Marlboro, MA
 State: MA
 County: Middlesex
 Zoning: R-1A
 Projected Cost: \$1,000,000
 Date of Plan: 5/22/02
 Hours of Operation: 8:00 AM to 6:00 PM
 Number of Children: 50

J. FERRANTE
APPROVED 5-22-02
PERMIT # 15475-2002-11
OK FOR DAY CARE CENTER
WITH UP TO 50 CHILDREN
PER SP-90045 & D05-S12.



APPROVED
 [Red Stamp Area]
 [Red Stamp Area]
 [Red Stamp Area]



The Massachusetts Department of Public Health
APPROVED 6/2/02
PERMIT # 15079-2009-11
 Certified and conforming to partnership per the 2001
 license and code book

6003 Marlboro Pike



[View Map](#)

[View GroundRent Redemption](#)

[View GroundRent Registration](#)

Special Tax Recapture: None

Account Identifier: District - 06 Account Number - 0619460

Owner Information

Owner Name: PARKLAND SHOPPING CENTER L L C Use: COMMERCIAL
 Mailing Address: STE 200 Principal Residence: NO
 4919 BETHESDA AVE Deed Reference: /00000/ 00000
 BETHESDA MD 20814-5203

Location & Structure Information

Premises Address: 6001 MARLBORO PIKE Legal Description: PT PARCELA EQ
 DISTRICT HEIGHTS 20747-0000 24728 SF DH 08-01
 AMENDING #05-03

6003 MARLBORO PIKE

Map: 0081 00B2 0000 Neighborhood: 10006.17 Subdivision: 6610 Block: Lot: Assessment Year: 2021 Plat No: A-8183
 Plat Ref:

Town: DISTRICT HEIGHTS

Primary Structure Built: 1983 Above Grade Living Area: 2,448 SF Finished Basement Area: Property Land Area: 24,728 SF County Use: 005

Stories: Basement: Type: MINI LUBE Exterior: / Quality: C4 Full/Half Bath: Garage: Last Notice of Major Improvements:

Value Information

	Base Value	Value As of 01/01/2021	Phase-In Assessments As of 07/01/2022	As of 07/01/2023
Land:	618,200	618,200		
Improvements	320,200	349,300		
Total:	938,400	967,500	957,800	967,500
Preferential Land:	0	0		

Transfer Information

Seller: SILVER HILL LTD PARTNERSHIP Date: 07/29/2005 Price: \$6,200,000
 Type: ARMS LENGTH MULTIPLE Deed1: /00000/ 00000 Deed2:
 Seller: SHAPIRO,HILDA ETAL Date: 10/31/1983 Price: \$0
 Type: NON-ARMS LENGTH OTHER Deed1: /05786/ 00848 Deed2:
 Seller: Date: Price:
 Type: Deed1: Deed2:

Exemption Information

Partial Exempt Assessments:	Class	07/01/2022	07/01/2023
County:	000	0.00	
State:	000	0.00	
Municipal:	000	0.00 0.00	0.00 0.00

Special Tax Recapture: None

Homestead Application Information

Homestead Application Status: No Application

Homeowners' Tax Credit Application Information

Homeowners' Tax Credit Application Status: No Application Date:



CITY OF DISTRICT HEIGHTS

2000 MARBURY DRIVE
DISTRICT HEIGHTS, MD 20747-2399

NOV 08 AM 10:12

Telephone: (301) 336-1400
Fax: (301) 350-3660

CITIZEN REQUEST (New Commercial Business)

Date: 11/8/2022

Request Number: CR-003-23
(Office Use Only)

Requestor / Business Owners Name: Lateya King
City Address / Location of Business: 6216 MARLBORO PIKE, DISTRICT HEIGHTS MD 20747
Requestor's Home Address: 4431 WALLFLOWER WY OXON, HILL MD 20745
Home Phone: 240-410-8832 Work Phone: 301-385-3878 Other: _____
Email: Toya.king@gmail.com

Reason for Request Application to open a new commercial business within the City of District Heights, Maryland

Name of Business: Kings Royal Tag and Title Type of business: TAG, TITLE

Describe business and what is to be done on the property (Be Specific):
The business is TAG AND TITLE business

Signature: Lateya King

Code Enforcement Officer Comments: City Commission must approve new Commercial Business License Application.

Date Hearing Schedules: _____

COMMISSION ACTION:

Request Granted _____ Request Denied _____

Commission's Comments: _____

Please mail or deliver this form to the Code Enforcement Office.
2002 Marbury Drive, District Heights, Maryland, 20747. Phone: 301-336-1400, Fax: 301-808-6915.

You will be notified of hearing date

PRINCE GEORGE'S COUNTY

**DEPARTMENT OF PERMITTING, INSPECTIONS AND ENFORCEMENT
PERMITTING CENTER**

CERTIFICATE OF OCCUPANCY

EFFECTIVE DATE: November 04, 2022

CASE NUMBER :

29116-2022-00

PERMISSION IS HEREBY GRANTED TO OCCUPY :

6216 MARLBORO PIKE DISTRICT HEIGHTS, MD 20747

CASETYPE : DPE UO

OWNERSHIP :

PARKING SPACES :

0

USE GROUP :

SPECIAL EXCEPTION :

CONST. TYPE :

LOT :

2

TAX MAP :

001

BLOCK :

ZONE :

CGO

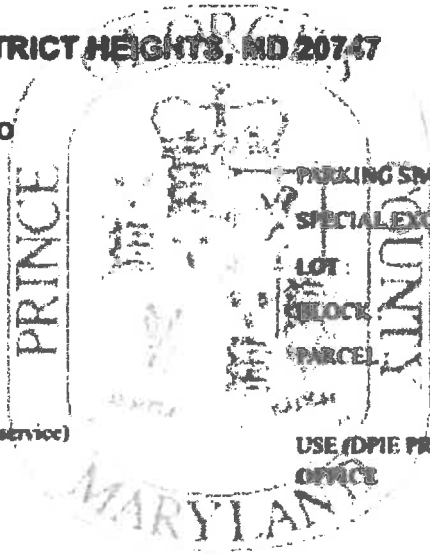
PARCEL :

LIMITATIONS (UP TO):

OK for office, no sales or storage (tag & title service)

USE (DPE PROPOSED):

OFFICE



PROPERTY OWNER

VINES VIDEO LLC
6216 MARLBORO PIKE
DISTRICT HEIGHTS, MD 20747

OCCUPANT

KINGS ROYAL TAG & TITLE
6216 MARLBORO PIKE
DISTRICT HEIGHTS, MD 20747
TRADE NAME

CERTIFICATE IS TO BE PROMINENTLY DISPLAYED AND NOT REMOVED FROM
THE PREMISE FOR WHICH IT WAS ISSUED.

IT IS NOT TRANSFERABLE.

Melinda Bolling

Melinda Bolling
BUILDING CODE OFFICIAL

YOU MUST COMPLY WITH MUNICIPAL HOMEOWNER/CIVIC ASSOCIATION AND LOCAL COVENANTS. A FINE MAY BE IMPOSED IF CONSTRUCTION IS BEGUN WITHOUT REQUIRED APPROVALS.

6216 Marlboro Pike, District Heights, Md



Real Property Data Search ()
 Search Result for PRINCE GEORGE'S COUNTY

[View Map](#)

[View GroundRent Redemption](#)

[View GroundRent Registration](#)

Special Tax Recapture: None

Account Identifier: District - 06 Account Number - 0615187

Owner Information

Owner Name: VINES VIDEO LLC **Use:** COMMERCIAL
Mailing Address: 6216 MARLBORO PIKE **Principal Residence:** NO
 DISTRICT HEIGHTS MD 20747-2804 **Deed Reference:** /32654/ 00496

Location & Structure Information

Premises Address: 6216 MARLBORO PIKE **Legal Description:** LOT 8 EX 40 SQ FT
 DISTRICT HEIGHTS 20747-0000 AT FR

Map: Grid: Parcel: Neighborhood: Subdivision: Section: Block: Lot: Assessment Year: Plat No: A-1436
 0081 00C2 0000 10006.17 2700 01 2 2021 **Plat Ref:**

Town: DISTRICT HEIGHTS

Primary Structure Built 1950 **Above Grade Living Area** 2,560 SF **Finished Basement Area** **Property Land Area** 2,460 SF **County Use** 005

Stories **Basement** **Type** **Exterior** **Quality** **Full/Half Bath** **Garage** **Last Notice of Major Improvements**
 RETAIL STORE / C3

Value Information

	Base Value	Value As of 01/01/2021	Phase-in Assessments As of 07/01/2022	As of 07/01/2023
Land:	86,100	86,100		
Improvements	184,600	197,300		
Total:	270,700	283,400	279,167	283,400
Preferential Land:	0	0		

Transfer Information

Seller:	Date:	Price:
VINES DONALD	05/11/2011	\$0
Type: NON-ARMS LENGTH OTHER	Deed1: /32654/ 00496	Deed2:
Seller: VINES,DONALD & LAJUAN POOLE	Date: 09/26/2007	Price: \$0
Type: NON-ARMS LENGTH OTHER	Deed1: /00000/ 00000	Deed2:
Seller: BECK,PETER L	Date: 12/07/2005	Price: \$150,000
Type: ARMS LENGTH IMPROVED	Deed1: /00000/ 00000	Deed2:

Exemption Information

Partial Exempt Assessments:	Class	07/01/2022	07/01/2023
County:	000	0.00	
State:	000	0.00	
Municipal:	000	0.00 0.00	0.00 0.00

Special Tax Recapture: None

Homestead Application Information

Homestead Application Status: No Application

Homeowners' Tax Credit Application Information

Homeowners' Tax Credit Application Status: No Application **Date:**



CITY OF DISTRICT HEIGHTS

2000 MARBURY DRIVE
DISTRICT HEIGHTS, MD 20747-2399

FEB 13 PM 02:32

Telephone: (301) 336-1400
Fax: (301) 350-3660

CITIZEN REQUEST (New Commercial Business)

Date: 02/13/2023

Request Number: CR-004-23
(Office Use Only)

Requestor / Business Owners Name: RUKIA MALIPUKA
City Address / Location of Business: 6108 OLD SILVER HILL RD STE 210
Requestor's Home Address: 7712 Vineyard Dr. District Heights MD
Home Phone: 3014045277 Work Phone: 3017350034 Other: _____
Email: rukia42@verizon.net, districtheightsdrivingschool@gmail.com

Reason for Request Application to open a new commercial business within the City of District Heights, Maryland

Name of Business: District Heights Driving School Type of business: driving school

Describe business and what is to be done on the property (Be Specific): Driving School
Students will receive instructions on traffic laws.
Also, students will meet with their instructors at the address for Behind the Wheel instruction.

Signature: [Handwritten Signature]

Code Enforcement Officer Comments: City Commission must approve new Commercial Business License Application.

Date Hearing Schedules: _____

COMMISSION ACTION:

Request Granted _____ Request Denied _____

Commission's Comments: _____

Please mail or deliver this form to the Code Enforcement Office.
2002 Marbury Drive, District Heights, Maryland, 20747. Phone: 301- 336-1400, Fax: 301- 808-6915.

You will be notified of hearing date



City of District Heights Code Enforcement Unit

2002 Marbury Drive
District Heights, MD 20747-2399

Telephone: (301) 336-1400
Fax: (301) 808-6915

COMMERCIAL BUSINESS LICENSE APPLICATION

License must be renewed each year before January 1st

NEW

RENEWAL

Date of Application 03/13/2023

Name of Firm/Business District Heights Driving School

Address of Business 6108 Old Silver Hill Rd

Type of Business Driving School

Telephone Number 301 735 0034 Hours Opened 9:00 - 9:00 PM

Type of Firm

- Individual
- Partnership
- Corporation

Name of Person To Whom License Is to Apply Rukia Malipuka

Applicant's Full Name (PRINT) RUKIA MALIPUKA

Signature of Applicant [Signature]

Applicant's Home Address 7712 Vineyard Dr.

City District Heights MD State MD Zip Code 20747

Drivers License Number M 414 751947 State MD

Applicant's Title Manager

Applicant's Home Telephone 301 404 5277 Email rukia947@verizon.net

Alarm: Yes No (Type: Audible Silent)

Alarm Company _____

Alarm Company Address _____

City _____ State _____ Zip Code _____ Telephone _____

Owner(s) of Building _____

Owner's Address _____

City _____ State _____ Zip Code _____ Telephone _____

TO BE NOTIFIED IN CASE OF EMERGENCY, IN PRIORITY ORDER:

Number of Employees: _____

Article 23A, Section 48, Certificate of Compliance with Worker's Compensation Act of Maryland annotated Code of require municipal governments to obtain prior to issuing a License:

- (a) A certificate of compliance with the Maryland Workers' Compensation Act; or
- (b) The number of a workers' compensation insurance policy or binder.

Policy or Binder Number _____

NOTE: You must include a copy of your professional Certification(s) and all other license(s) issued by the State or County. Failure to provide a copy will prohibit the issuance of the City License. All Information MUST BE Supplied Before License Is Issued.

OFFICE USE		
The cost of the license shall be \$225.00 dollars per year	<input type="checkbox"/> - Paid	New Applications Only Commission Hearing Date:
The cost of a Use and Occupancy Certificate is \$10.00 for all new applications	<input type="checkbox"/> - Paid	
Article VII, Section 701(C). - Each Electronic Game fee is \$100.00 per machine	<input type="checkbox"/> - Paid	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved
Article VII, Section 701(C). - Each ATM Machine fee is \$100.00 per machine	<input type="checkbox"/> - Paid	
Article VII, Section 701(C). - Each Coin Operated Machine fee is \$10.00 per machine	<input type="checkbox"/> - Paid	
Article VI, Section 608. - Alarm Users License Registration fee is \$50.00 biennial # _____	<input type="checkbox"/> - Paid	
Article XIV, Section 1401(hh) - Sign Permit is \$20.00 or \$2.00 per square foot BP# _____	<input type="checkbox"/> - Paid	
Article II, Section 202 - Building Permit Required - YES <input type="checkbox"/> NO <input type="checkbox"/> BP # _____	<input type="checkbox"/> - Paid	
Please make check or money order payable to: CITY OF DISTRICT HEIGHTS		District Heights License Number _____



INFORMATION REQUEST FORM
COMMERCIAL LICENSE

ALL INFORMATION IS REQUIRED
Please Type or Print Clearly

District Heights Primary School
Business Name
6108 Old Silver Hill Rd Ste 210 District Heights
Business Address Ste./Rm. City State Zip

Type of Business: Retail Service Wholesale Manufacturing Other

Rukia Mahipala and Ayoub Mafinang
Name of Owner, Partners, or Corporation Officers
7712 Vineyard Dr. District Heights MD 20747
Home Address Ste./Rm. City State Zip

301-735-0034 districtheightprimaryschool@gmail.com
Phone No. Email
Baraha Mahipala
Name of Resident Agent

615 McFerin Rd Stafford VA
Address Ste./Rm. City State Zip
2404627423 Mahipala.yahya@gmail.com
Phone No. Email

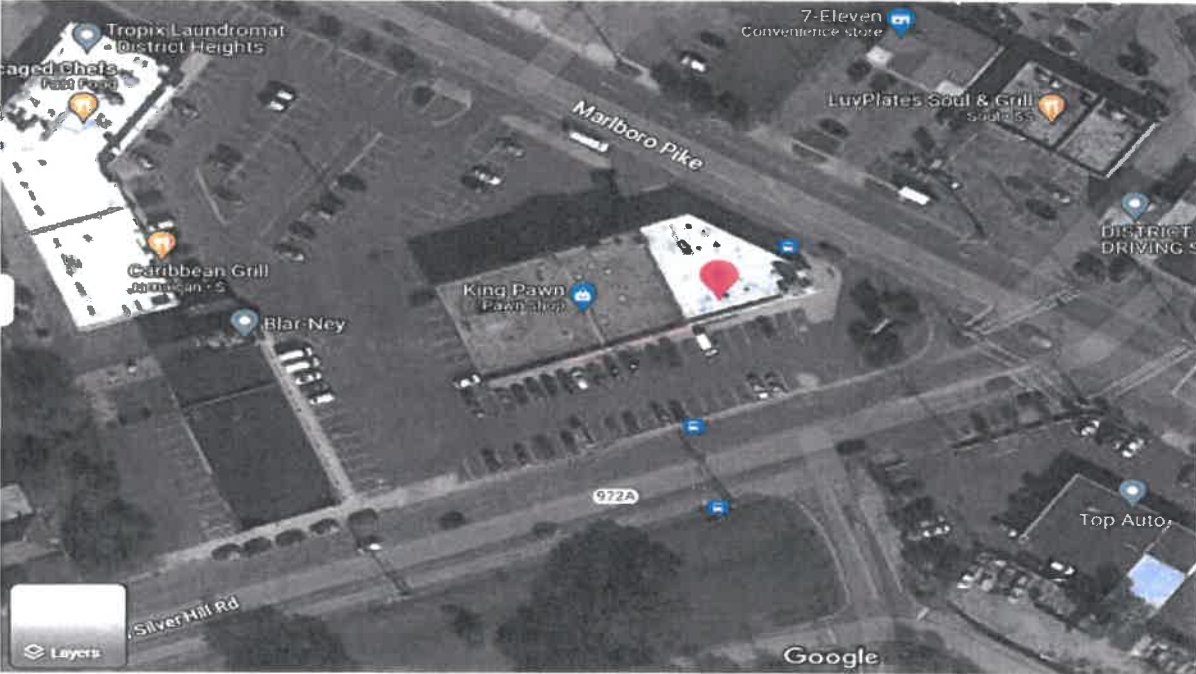
Woodmont Properties
Name of Property Owner / Landlord (If Leased)
Dana Smith
Address Ste./Rm. City State Zip
4919 Bethesda Ave. Bethesda MD 20814
3016522302 dsmith@woodmont.us
Phone No. Email

Building Permit Required: YES NO Sign Permit YES NO
Types of Work to be done on property: Renovation Remodel
Was Violation or Stop Work Order Issued: Yes No Notice #:

Property Information: Leased Owned / Partial Whole Building
How many Floors: 1 2 3 4
Main Level - 1st fl. - Type of Business:
Upper Level - 2nd fl. - Type of Business:
Upper Level - 3rd fl. - Type of Business:
Basement Level - Type of Business:

Number of Parking spaces: 100

6108 Old Silver Hill Road, District Heights Maryland



[View Map](#)

[View GroundRent Redemption](#)

[View GroundRent Registration](#)

Special Tax Recapture: None

Account Identifier: District - 06 Account Number - 0619486

Owner Information

Owner Name: PARKLAND SHOPPING CENTER L L C Use: COMMERCIAL
 Mailing Address: STE 200 Principal Residence: NO
 4919 BETHESDA AVE Deed Reference: /00000/ 00000
 BETHESDA MD 20814-5203

Location & Structure Information

Premises Address: 6108 OLD SILVER HILL ROAD Legal Description: PARKLAND
 DISTRICT HEIGHTS 20747-0000

Map:	Grid:	Parcel:	Neighborhood:	Subdivision:	Section:	Block:	Lot:	Assessment Year:	Plat No:
0081	00B2	0120	10006.17	0000				2021	
Town: None									

Primary Structure Built	Above Grade Living Area	Finished Basement Area	Property Land Area	County Use
1954	23,437 SF		69,521 SF	005

Stories	Basement	Type	Exterior	Quality	Full/Half Bath	Garage	Last Notice of Major Improvements
		OFFICE BUILDING	/	C3			

Value Information

	Base Value	Value	Phase-In Assessments	
		As of	As of	As of
		01/01/2021	07/01/2022	07/01/2023
Land:	386,800	386,800		
Improvements	1,987,600	2,125,600		
Total:	2,374,400	2,512,400	2,466,400	2,512,400
Preferential Land:	0	0		

Transfer Information

Seller:	Date:	Price:
SILVER HILL LTD PARTNERSHIP	07/29/2005	\$6,200,000
Type: ARMS LENGTH MULTIPLE	Deed1: /00000/ 00000	Deed2:
Seller: SHAPIRO,MEYER &	Date: 10/31/1983	Price: \$0
Type: NON-ARMS LENGTH OTHER	Deed1: /05786/ 00848	Deed2:
Seller:	Date:	Price:
Type:	Deed1:	Deed2:

Exemption Information

Partial Exempt Assessments:	Class	07/01/2022	07/01/2023
County:	000	0.00	
State:	000	0.00	
Municipal:	000	0.00 0.00	0.00 0.00

Special Tax Recapture: None

Homestead Application Information

Homestead Application Status: No Application

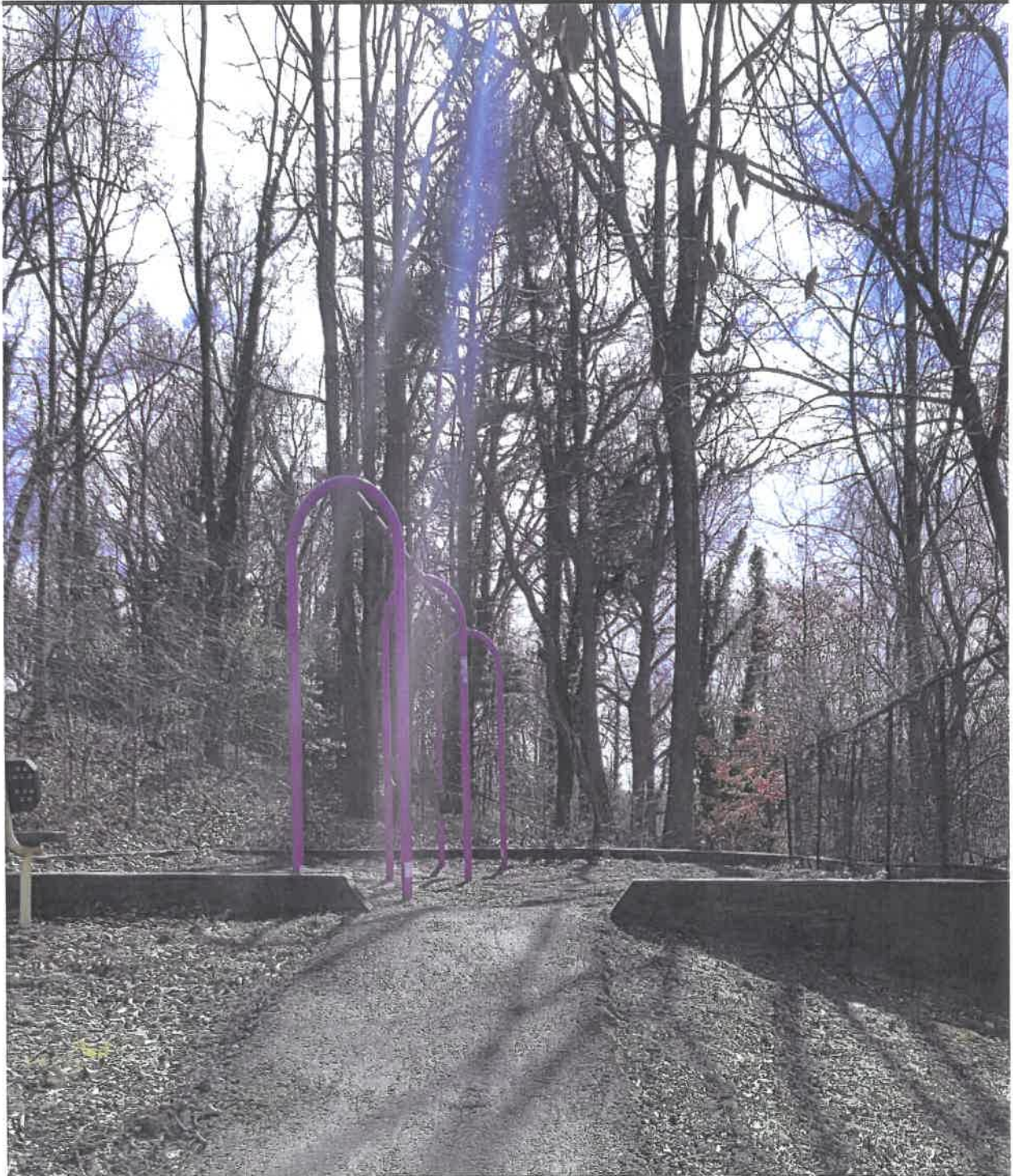
Homeowners' Tax Credit Application Information

Homeowners' Tax Credit Application Status: No Application Date:

PLAYGROUND AREAS AND COST AT-A-GLANCE:

LOCATION	PLAYGROUND SPECIALIST INC. #3	COMMERCIAL RECREATION PRODUCTS #1	RIVER VALLEY RECREATION #2
SWING AREA	\$61,983.10	\$33,369.00	\$46,344.11
UPPER PLAYGROUND AREA	OPTION (#1) \$112,878.25 OPTION (#2) \$78,445.90	\$118,635.16	\$179,044.09
LOWER PLAYGROUND AREA/BBALL-COURT	OPTION #1 \$146,814.00 OPTION #2 \$132,874.65	\$133,242.94	\$147,829.87
MARBURY TOWNHOMES	OPTION (#1) \$366,759.55 OPTION (#2) \$316,199.55	\$300,538.48	\$417,298.24
GRAND TOTAL: WITH MARBURY W/O MARBURY	OPTION (#1) \$688,404.90 OPTION (#2) \$589,473.15 OPTION (#1) \$321,645.35 OPTION (#2) \$273,273.60	\$585,785.58 \$285,257.10	\$790,516.31 \$373,218.07

PLAYGROUND AREA NUMBER 1



LOCATION: Municipal grounds, behind parked police cars.

PLAYGROUND AREA #2



LOCATION: Municipal grounds, behind parked police cars.

PLAYGROUND AREA NUMBER 3



LOCATION: Municipal grounds, next to outdoor basketball court

PLAYGROUND AREA NUMBER 4



LOCATION: Marbury Townhomes Community



DISTRICT HEIGHTS ASSESSMENT PRESENTATION

Lladner Business Solutions

Tuesday, March 14th, 2023

A large, abstract graphic in the bottom right corner of the page, consisting of several overlapping, semi-transparent, diamond-shaped polygons in various shades of gray, creating a textured, geometric pattern.

LLADNER
BUSINESS SOLUTIONS

AGENDA



**Assessment Overview &
Results**



Questions & Answers

LADNER

OVERVIEW

Independent Assessment Process:

- **Details:** We assessed through the combination of in-depth discussions, interviews, and site visits. We focused on the People, Assets, Processes, Security, and Technologies currently in place at the City of District Heights.
- **Outcome:** A comprehensive report that includes a Network Architecture Diagram, Data Integrity Analysis, Network Configuration Assessment, Patch and Vulnerability Management Analysis, Bandwidth Assessment, and IT Inventory Assessment. We could not provide an assessment for Storage, Server Health, and Active Directory.
- **Goals:**
 - Help the City of District Heights understand its Network: Summary, Issues, and Recommendations
 - Provide a Solution Strategy and Roadmap

The logo for LLADNER, consisting of the word "LLADNER" in white, uppercase, sans-serif font on a dark grey rectangular background.

PRESSING ISSUES

- Email – The City’s email services are not in a City-owned environment. They currently reside on a virtual machine owned and operated by a vendor; the vendor did not provide details or access to the exchange environment.
- Internet Connectivity – The City will have to reevaluate its current network speeds considering the opening of the Senior Center, the growth in the use of the Wi-Fi hotspots, and the anticipation of moving to a cloud-first approach.
- Network Security – The City lacks Password Policies in line with Security Best Practices and does not follow or document any Onboarding/Offboarding procedures related to IT network and application access. Network ports are consistently not marked, and LAN cables are present even though their use has been discontinued.
- Compliance with Maryland Occupational Safety and Health (MOSH) State Plan – The City has low-hanging cables obstructing walkways; several offices have too many devices plugged in (both functioning and non-functioning), and some offices do not have proper spacing between electronics, technology, and potentially flammable items.
- Government Access – The City currently does not have access to its network fully. Dependency on a Vendor for access to network, email, and security configurations is not in the best interest of the City.

RESULTS

Activity	Description	Result
Network Architecture	A schematic depicting the nodes and connections of the City network pinpointing the network speed of connections to enable cloud implementation.	Provided in the Assessment Report
Data Integrity	Assess the existing data integrity and evaluate options for data migration of files, both electronic and physical.	<p>HIGH FINDING: Unknown location of data, unsure of access, lack of processes and procedures for handling City files. No record retention policies.</p> <p>HIGH FINDING: The City is vulnerable due to poor Network, Password, and Security measures in place, or lack thereof.</p> <p>MODERATE FINDING: The City has a Patch Management solution. We cannot confirm that all machines are being patched accordingly.</p>
Patch and Vulnerability Management	Assess the existing network configuration and provide an approach for security and configuration management.	<p>MODERATE FINDING: Lack of redundancy and dependency on Comcast/Modem. Speeds may not be able support future use.</p> <p>MODERATE FINDING: No disposal process, equipment is everywhere. Equipment isn't consistently labeled and tracked. Peripherals are not updated.</p>
Bandwidth	Assess the overall patch and vulnerability management capabilities for the City network.	
IT Inventory	Assess the current bandwidth and its effect on the City network.	
	Assess the plans, schedules, and requirements for the deployment and lifecycle of City systems and peripherals.	

SOLUTION STRATEGY & ROADMAP

1. Migrate to Microsoft 365 Government G3 Plan

- Office applications
 - *Word, Excel, PowerPoint, OneNote*
- Email & calendar
- Voice, video & meetings
 - *Microsoft Teams*
- Intranet & storage
 - *SharePoint, OneDrive*
- Threat protection
 - *Microsoft Advanced Threat Analytics, Windows Defender Antivirus, Device Guard*
- Identity & access management
- Device & app management
 - *Microsoft Intune*
- Information protection
 - *Microsoft 365 Data Loss Prevention, Windows Information Protection and BitLocker, Azure Information Protection*

SOLUTION STRATEGY & ROADMAP CONTINUED

2. **Internet Service and Connectivity**
 - Increase speed: Consider purchasing a dedicated line to support Cloud Apps and Wi-Fi
3. **Move the Server Room to Senior Center**
 - All Network connections and configuration should operate out of the Senior Center Server Room
4. **Port and Cable Management**
 - All Ports need to be identified and labeled. All Cables need to be properly enclosed.
5. **Service Desk Support**
 - Consider implementing a formal Service Desk where IT issues are tracked and reportable.
6. **Document Processes and Procedures**
 - Everything IT-related must be documented to live beyond any current administration or vendor.

QUESTIONS AND ANSWERS

Questions?

Contact Information:

E. Melvin Jackson

President & CEO of Lladner Business Solutions

Email: Melvin.Jackson@lladner.com | *Phone:* (301) 233-2164

Xander Harcourt, Vice Mayor/Commissioner

Pamela Janifer, Commissioner

Gyasi Gomez, Commissioner

Anthony Tilghman, Commissioner

I, Starr Jefferson, City Clerk of the City of District Heights, hereby certify the following motion made at the meeting of the City Commission of District Heights on _____, 2023.

Motion: I, Comr. _____, move that the City of Commission adopt

Motion Seconded: I, Comr. _____, second the motion.

VOTE:	<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>
Mayor Miller	_____	_____	_____
Comr. Harcourt	_____	_____	_____
Comr. Janifer	_____	_____	_____
Comr. Gomez	_____	_____	_____
Comr. Tilghman	_____	_____	_____

**APPROVED AS TO FORM AND
LEGAL SUFFICIENCY:**

Bradley Farrar, City Attorney

JUL 23 2018 FILE COPY

KARPINSKI, COLARESI & KARP, P.A.
ATTORNEYS AT LAW
SUITE 1850, 120 EAST BALTIMORE STREET
BALTIMORE, MARYLAND 21202-1617

BY: JUL 23 PM 03:50

DANIEL KARP *
KEVIN KARPINSKI *
VICTORIA M. SHEARER *
E. I. CORNBROOKS, IV

SANDRA D. LEE **
J. MICHAEL COLLETON *
MICHELLE L. SHIDLECK
ANDREW J. DIMICELI
ALYSON PARKER KIERZEWSKI

(410) 727-5000
FACSIMILE (410) 727-0861
E-MAIL: bkcklaw@aol.com
WEBSITE: www.kcklegal.com

RICHARD T. COLARESI
RETIRED
MICHAEL B. RYND
OF COUNSEL

* ADMITTED IN MD AND D.C.
** ADMITTED IN MD, NY AND D.C.

July 18, 2018

Mayor Eddie Martin
City of District Heights
Prince George's County, Maryland
2000 Marbury Drive
District Heights, Maryland 20747-2399

RE: 312-380
City of District Heights
Scope of Authority in Business License Approval

Dear Mayor Martin:

I am writing to express some concerns that arose during Mr. Michael Rynd's participation in the workshop meeting of July 10, 2018. The concerns are as follows:

First, as you are aware, the Charter empowers the Mayor and Commissioners to approve business licenses. However, there are no provisions for disapproving lawful businesses which have obtained approval for a permitted use from the County based on the nature of the business. So, for instance, if an individual has an application to open a chicken restaurant, unless the application has some deficiency or raises some other concern, the application should not be denied based merely on the fact that there are a number of other such businesses in the immediate area.

Second, we respectfully suggest that the Mayor and Commissioners should be extremely careful in terms of imposing limitations on the content of signage for various businesses. First Amendment challenges by disgruntled business owners can successfully arise where there is no lawful basis to challenge the substance of the language on the sign.

Third, I would respectfully suggest that it is entirely inappropriate to make approval of the business licenses contingent upon some cooperation with the City in terms of donations to sponsor City projects, offers of services to the City from the business without charge and/or a requirement that the business owner participate in development of the City's citizens and youth. There simply is no authority within any of the powers through which the Commission is authorized to act on business applications which would empower the Commission to impose a financial burden in the form of a benefit to the City on the business owner in exchange for

KARPINSKI, COLARESI & KARP, P.A.
ATTORNEYS AT LAW

Mayor Eddie Martin
July 18, 2018
Page 2

approval of the license. To the extent there can be some encouragement beyond approval or denial, that would be the more appropriate path. However, there is no authority for a *quid pro quo* in terms of up or down approval of the business applications. Stated differently, the Commission when presented with an application for a use which is permitted by law is essentially bound to approve the license unless there is some other lawful concern that arises out of the application. If the Commissioners have a concern about a particular business, of course, we are always available to offer advice as to whether or not the concern is a justifiable factor to take into consideration in approving the license.

I trust this is helpful. Should you have any questions or concerns, please do not hesitate to contact me.

Sincerely yours,

KARPINSKI, COLARESI & KARP, P.A.



By: Kevin Karpinski

KK:bjap

PLAYGROUND AREAS AND COST AT-A-GLANCE:

LOCATION	PLAYGROUND SPECIALIST INC.	COMMERCIAL RECREATION PRODUCTS	RIVER VALLEY RECREATION
SWING AREA	\$61,983.10	\$33,369.00	\$46,344.11
UPPER PLAYGROUND AREA	<i>OPTION (#1)</i> \$112,878.25 <i>OPTION (#2)</i> \$78,445.90	\$118,635.16	\$179,044.09
LOWER PLAYGROUND AREA/BBALL-COURT	<i>OPTION #1</i> \$146,814.00 <i>OPTION #2</i> \$132,874.65	\$133,242.94	\$147,829.87
MARBURY TOWNHOMES	<i>OPTION (#1)</i> \$366,759.55 <i>OPTION (#2)</i> \$316,199.55	\$300,538.48	\$417,298.24
GRAND TOTAL: WITH MARBURY	<i>OPTION (#1)</i> \$688,404.90 <i>OPTION (#2)</i> \$589,473.15	\$585,785.58	\$790,516.31
W/O MARBURY	<i>OPTION (#1)</i> \$321,645.35 <i>OPTION (#2)</i> \$273,273.60	\$285,257.10	\$373,218.07