



Town of Upper Marlboro

BOARD OF TOWN COMMISSIONERS PUBLIC HEARING / REGULAR TOWN MEETING

14211 School Lane, Upper Marlboro, Maryland, 20772

Tuesday, April 22, 2025 at 6:30 PM

AGENDA

This meeting will be conducted at the Town Hall and online via Zoom Video Teleconference.
<https://uppermarlboromd-gov.zoom.us/j/88605465733?pwd=lbLHGCPRO1PvbEIE5aFV3vn6cUSMhk.1>
Passcode: 218230; **Webinar ID:** 886 0546 5733; **Dial-in only:** 301-715-8592

PUBLIC HEARING AGENDA: 6:30 PM

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Review of Agenda
5. Public Hearing (3 Minutes Per Speaker)

**A. THE TOWN OF UPPER MARLBORO, CHARTER AMENDMENT RESOLUTION NO. 01-2025:
SECTION 82-32 (VACANCIES)**

A CHARTER AMENDMENT RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE TOWN OF UPPER MARLBORO, MARYLAND, AMENDING SECTION 82-32 (VACANCIES), OF THE CHARTER OF THE TOWN OF UPPER MARLBORO TO ALTER THE PROCESS FOR FILLING VACANCIES ON THE BOARD OF COMMISSIONERS, TO PROVIDE FOR FILLING VACANCIES DURING THE FIRST HALF OF A COMMISSIONER'S TERM BY SPECIAL ELECTION AND FILLING VACANCIES DURING THE SECOND HALF OF A COMMISSIONER'S TERM BY APPOINTMENT BY THE COMMISSION.

B. Codification

6. Adjournment

REGULAR TOWN MEETING AGENDA: 7:00 PM

7. Call to Order
8. Roll Call
9. Closed Session Summary – April 8, 2025
10. Review of Agenda
11. Consent Agenda

- A. Meeting Minutes
- B. Financial Report
- C. Public Safety Report
- D. Public Works Report
- E. General Government Report

12. Business

Public comment will be taken prior to Business line items (3 minutes per item)

- A. Charter Amendment Resolution 01-2025: Section 82-32 (Vacancies) (Board Vote)
- B. Resolution 2025-01: Special Election (Introduction)
- C. Ordinance 2025-01: FY 2025 Budget Amendments (Board Vote)
- D. Ordinance 2025-02: Vacant Properties (Introduction)
- E. FY 2026 Budget (Public Comment)
- F. Annexation (Board Discussion)

13. Administrative Updates

A. Commissioner Reports

14. Public Comment

For items not necessarily on the immediate agenda (3 minutes per item)

15. Preliminary Approval of Next Meeting Agenda

16. Adjournment

PUBLIC COMMENT PROCEDURES

Your Town government appreciates citizen input. To maximize effective resolutions on resident's issues, we encourage Town residents and businesses to contact us at Town Hall weekdays: 9 a.m.–5 p.m., or by written correspondence (or email to info@uppermarlboromd.gov). You are always welcome to schedule an appointment with the President or a Commissioner to discuss municipal problems and quality-of-life issues one-on-one and work together towards a satisfactory solution.

Agendas for meetings are posted on our website and notices of legislative items are also posted on the Town's social media accounts (Facebook, Twitter & Instagram).

Our meetings are open to the public, and we ask that residents who want to comment to please follow the rules that have been established by **"RESOLUTION 2022-05: A RESOLUTION FOR THE ADOPTION OF NEW RULES OF ORDER AND REGULATIONS FOR PUBLIC MEETINGS OF THE BOARD OF COMMISSIONERS FOR THE TOWN OF UPPER MARLBORO."**

Citizen Input:

- Members of the public may speak for three (3) minutes, during Public Comment Time, at Regular Town meetings of the Board of Commissioners according to procedures established by the Board.
- A sign-up sheet will be placed on the side table in the room for people to sign-in if they wish to speak. They will be called to speak at the podium in the order in which they were signed-in. If the meeting is held virtually, the public will be able to "raise their hand" or chat with the Town Clerk to sign up to speak.
- Each speaker is limited to one presentation per agenda item allowing for public comment per meeting and a maximum timed limit of three (3) minutes unless another limit is established.
- If the subject matter does not pertain to Town business the Mayor shall advise the individual and/or make recommendations as to how they may get the issue addressed.
- Citizens speaking on agenda items shall restrict their comments to the subject matter listed.
- Citizens speaking on non-agenda items shall only speak on matters pertaining to Town business or issues which the Board would have the authority to act upon if brought forth as an agenda item.
- The Board may not act upon or discuss any issue brought forth as a non-agenda item; except to: Make a statement of specific factual information given in response to the inquiry, or a recitation of existing policy in response to the inquiry.
- Proper respect, decorum, and conduct shall prevail at all times. Impertinent, slanderous, misleading, or personal attacks are strictly prohibited. Violators may be removed from the Commission chambers.
- No placards, banners or signs may be displayed in the Board chambers or Town Hall. Exhibits relating to a presentation are acceptable.
- Arguing, intimidation or other disruptive behavior is prohibited. Discussion and/or debate are acceptable only on items specifically listed on the agenda, or that are municipal issues and must be complete within the three-minute comment period allotted to the speaker.

Each individual speaker must stand, state their name and home of record (street name only) and approach the Board to a designated position in order to be recognized by the Chair of the Board, and to be heard by the recording Clerk, as well as others in attendance.

When the meeting is held on a virtual platform, please sign-in with your First and last name and raise your hand to comment on an item.

All meetings are subject to closure in accordance with the State Open Meetings Act—House Bill 17.



Town of Upper Marlboro

BOARD OF TOWN COMMISSIONERS SPECIAL TOWN MEETING / WORK SESSION

14211 School Lane, Upper Marlboro, Maryland, 20772

Tuesday, April 08, 2025 at 7:00 PM

MINUTES

This meeting will be conducted at the Town Hall and online via Zoom Video Teleconference.

<https://uppermarlbormd-gov.zoom.us/j/86847876643?pwd=4GcCOWdb8ADEAdSfg9Akf6lWoNxYBZ.1>

Webinar ID: 868 4787 6643; **Passcode:** 404232; **Audio Dial-in only:** 301 715 8592

Work Sessions are open to public observation, however, public participation is at the discretion of the Board.

Pursuant to **Maryland Annotated Code, General Provisions Article 3-305(b) (1)** ["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"], the Board of Commissioners proposes to go into Closed Session following the Board Work Session on Tuesday, April 8th, 2025, 7:00 PM to discuss a personnel matter.

SPECIAL TOWN MEETING AGENDA: 7:00 PM

1. **Call to Order – 7:03 PM**
2. **Roll Call – Commissioner Prevatte joins later**
3. **Pledge of Allegiance**
4. **Review of Agenda**
5. **Business**
 - A. FY 2025 Budget Amendment (Public Comment) **(2:35)**
 - B. Ordinance 2025-01: FY 2025 Budget Amendments (Introduction) **(3:25)**
Motion was made by Commissioner Lott to introduce Ordinance 2025-01
Motion was seconded by Commissioner Colbert
Franklin, Aye | Brooks, Aye | Colbert, Aye | Lott, Aye | Prevatte, Absent
6. **Adjournment (6:15)**

BOARD WORK SESSION AGENDA

7. **Call to Order – 7:10 PM**
8. **Roll Call**
9. **Business**
 - A. FY 2026 Budget (Public Comment) **(8:40)**
 - B. FY 2026 CIP Project Budget (Board Discussion) **(9:45)**
 - C. Ordinance 2022-05: Vacant Property (Mayor Franklin) **(25:04)**
 - D. CivicPlus/Municode Agreement (Commissioner Lott) **(27:04)**
10. **Administrative Updates (29:03)**
11. **Preliminary Approval of Next Meeting Agenda (39:01)**
12. **Motion to go into a Closed Session**
Motion was made by Commissioner Lott to go into Closed Session
Motion was seconded by Commissioner Prevatte
Franklin, Aye | Brooks, Aye | Colbert, Aye | Lott, Aye | Prevatte, Aye



Town of Upper Marlboro

REGULAR TOWN MEETING

14211 School Lane, Upper Marlboro, Maryland, 20772

Tuesday, March 25, 2025 at 7:00 PM

MINUTES

This meeting will be conducted at the Town Hall and online via Zoom Video Teleconference.
<https://uppermarlbormd-gov.zoom.us/j/88605465733?pwd=lbLHGCPRO1PvbEIE5aFV3vn6cUSMhk.1>
Passcode: 218230; **Webinar ID:** 886 0546 5733; **Dial-in only:** 301-715-8592

REGULAR TOWN MEETING AGENDA: 7:00 PM

1. **Call to Order – 7:04 PM**
2. **Roll Call – Commissioner Prevatte Absent**
3. **Pledge of Allegiance**
4. **Review of Agenda – closed session postponed, FY 2025 Budget Amendment turned into Board Discussion**
5. **Consent Agenda (2:37)**
 - A. Meeting Minutes
 - B. Financial Report
 - C. Public Safety Report
 - D. Public Works Report
 - E. General Government Report

Motion was made by Commissioner Lott to approve the Consent Agenda
Motion was seconded by Commissioner Colbert
Franklin, Aye | Brooks, Aye | Colbert, Aye | Lott, Aye | Prevatte, Absent
6. **Business**

Public comment will be taken prior to Business line items (3 minutes per item)

 - A. FY 2025 Budget Amendments (Board Discussion) **(3:10)**
 - B. FY 2026 Budget Overview (Board Discussion) **(6:00)**
 - C. Trinity Church Parking Lot Agreement (Board Vote) **(41:35)**

Motion was made by Commissioner Lott to approve the agreement
Motion was seconded by Commissioner Colbert
Franklin, Aye | Brooks, Aye | Colbert, Aye | Lott, Aye | Prevatte, Absent
7. **Closed Session Summary – March 11, 2025 (45:45)**
8. **Administrative Updates (47:01)**
9. **Public Comment (1:00:05)**

For items not necessarily on the immediate agenda (3 minutes per item)
10. **Preliminary Approval of Next Meeting Agenda (1:02:24)**
11. **Adjournment**

Motion was made by Commissioner Lott to adjourn the meeting
Motion was seconded by Commissioner Colbert
Franklin, Aye | Brooks, Aye | Colbert, Aye | Lott, Aye | Prevatte, Absent



Town of Upper Marlboro

Town Hall, 14211 School Lane Tel: (301) 627-6905 info@uppermarlboromd.gov
Upper Marlboro, MD 20772 Fax: (301) 627-2080 www.uppermarlboromd.gov
Mailing address: P.O. Box 280 • Upper Marlboro, MD 20773-0280

Town of Upper Marlboro March 2025 Treasurer's Report Budget vs. Actuals: FY25 July 2024 - March 2025

Key Monthly Items

- 1. Financials through March,
- 2. YTD activity reflects a net gain of approximately 610K
- 3. Cash balance is approximately 12 months of operating spending(excludes grant or reimbursable spendi

Bank Accounts	
1000 Checking Account (Premis) 6968	249,585
1001 Petty Cash	750
1010 Payroll Account (Premis) 6976	27,693
1020 ICS Sweep Account	472,085
1040 Parking Meter Checking (M&T) 0032	61,318
1045 Speed & Red Light (M&T) 0013	256,458
1140 MLGIP (MM)	1,557,323
Total Bank Accounts	\$ 2,625,212



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Town of Upper Marlboro March 2025 Treasurer's Report Budget vs. Actuals: FY24 Budget July 2024 - March 2025

	Total		
	ACTUAL	ADOPTED BUDGET	OVER (UNDER) BUDGET
Income			
Revenue			
4000 Property Taxes	1,544,226	1,508,220	36,006
4200 Fines, Licenses, Permits	619,354	687,500	(68,146)
4300 Intergovernmental	16,204	56,000	(39,796)
4400 Miscellaneous Revenue	40,623	296,500	(255,877)
4500 Grants	197,962	1,901,000	(1,703,038)
Total Revenue	\$ 2,418,369	\$ 4,449,220	\$ (2,030,851)
Expenses			
5000 General Government	479,276	862,980	(383,704)
6000 Public Safety	679,008	998,580	(319,572)
7000 Public Works	392,209	560,660	(168,451)
8000 Grants & Awards	151,485	1,915,000	(1,763,515)
9000 Capital Outlays	109,082	112,000	(2,918)
Total Expenses	\$ 1,811,059	\$ 4,449,220	\$ (2,638,161)
NET INCOME	\$ 607,310	\$ -	\$ 607,310



Town of Upper Marlboro Police Department

14211 School Lane, Upper Marlboro, Maryland 20772 Tel: (301) 627-6905

David A. Burse
Chief of Police

For ALL Police Calls dial 911 or the Non-Emergency number at 301-352-1200

Police Reports can be obtained In-Person or By Mail for a fee of \$10.00 at the Prince George’s County Police Records Division located at 4923 43rd Avenue, 3rd Floor Hyattsville, Maryland 20781. Phone: 301-985-3638

Monthly Town Police Department Report For the Month of March 2025

Incidents Reported in Town:

Vehicle Accident 3	School Alarm 2	Lock Out Call 1
Property Damage 1	Hit & Run Call 1	Residential Alarm 3
Traffic Complaint 1	Disorderly Call 4	Commercial Alarm 2
Assist Fire Dept. 1	Theft Call 1	Domestic Call 3
Sexual Assault Call 1	Stolen Auto 1	

Total calls responded by: Upper Marlboro Police 11 & Prince George’s County Police 14

Chief Burse participated in the Prince George’s Chiefs Association meeting.

Sgt. Dawson, Cpl. Irby, and Pfc. Anderson conducted high visibility patrols throughout the Town.

Chief Burse participated in the weekly Prince George’s County Police Crime meeting.

Chief Burse participated in the weekly Conduent meeting.

Chief Burse participated in the Maryland Chief’s Meeting.

Chief Burse hosted a Coffee with a Cop at Town Hall..



Date: Monday April 21, 2025

Subject: Public Works' Monthly Report

RE: March 2025

Public Works Related

- PWD uploaded and approved bills for PW assigned in Bill.com.
- Payroll processing and review.
- PWD continued working on access to town owned stormwater property. Agreement currently with cemetery representatives.
- PWD and crew began organizing playground equipment in the lease space.
- PWD worked on FY-26 budget requests and attended associated meetings.
- PWD and Foreman attended MMLPWA meeting in Gaithersburg MD.
- PWD worked on ROE agreement maps and boundaries for access to the Towns Stormwater management property.
- PWD scheduled all PW staff for Winter Maintenance Operator Certification Training and APWA North American Snow conference in OC. (Late April)
- PWD resolved Home Depot billing issues.
- PWD attended Green Team and Events Committee meetings.

Maintenance and Beautification

- PWD oversaw inspection of the Stone Building.
- PWC began working on landscaping equipment and treatment of town property.
- PWC removed dead plants from planters and treated soil.
- PWC mulched town hall and monument flower beds.
- PWD registered new vehicles with MVA.
- PWD paid fees to DPIE for floodplain delineation review by Site Design Inc.

Street and Sidewalk / Mead & Hunt Update

- PWD inventoried all potholes in town and reported them to appropriate jurisdiction.
- PWC Completed patching of all small-scale patching on town owned streets. One street is outstanding due to a need for larger scale patching.
- Multiple calls placed to WSSC for large scale patching needed at Main / Water St intersection.
- PWD monitored Water St bridge water levels and town roads during rain and wind events.
- PWC performed storm drain checks and clearing of leaves and debris ahead of storms.
- PWC conducted increased litter patrols around Town after multiple windy days.
- PWD completed cost analysis for striping around Town. Currently soliciting bids to complete striping town-wide.



- PWD took measurements and created a map for Marlborough Towne roads transfer agreement.

Playground and Splash Pad Phase II Update: Mandatory referral submission has been approved; we are now under technical approval.

Refuse Accumulations

- There were no dump body rentals for the month.
- Bulk day refuse totals for items to landfill were ____ tons.
- Yard waste totals for items to MES were 3.80 tons.

Sincerely,

Darnell F. Bond / Director of Public Works



MEMORANDUM

To: Board of Town Commissioners

From: Clayton A. Anderson, Town Administrator

Date: April 22, 2025

Re: 2025 Monthly General Government Report

Below is the update on some of the projects and statistics from the Town of Upper Marlboro General Government has undertaken in March 2025.

Major Projects Underway	
Reports	<ul style="list-style-type: none">• Maryland State Retirement Association audit• DHCD CL-2023-00429 extended until 2026• MIP FY 2024 grant report
Community Engagement	<ul style="list-style-type: none">• Prince Georges County Latino summit• Worked with business owner to address parking on Main Street• Marlboro Day Planning underway• Hosted Anacostia Trails meeting
Volunteer Committee Participation	<ul style="list-style-type: none">• The Town hosted a Green Team event
Maryland legislative session	<ul style="list-style-type: none">• Legislative session bill review• Drafted letter opposing SB 1362 Eminent Domain
Stone Building	<ul style="list-style-type: none">• Staff is evaluating viability of the building
Budget	<ul style="list-style-type: none">• Drafted FY 26 budget• Processed Personal Property Taxes• Processed Utility Certifications



Economic Development	<ul style="list-style-type: none">• Attended the Towns EDWG meeting• Working with Pepco to secure additional lighting downtown• Approach to Strategic Planning Webinar
Grant Updates	<ul style="list-style-type: none">• Submitted MHT Trail Grant• Bond bill reimbursement request processing for \$168,000 For School Lane Rehabilitation• Green leasing webinar• ARPA Webinar

The Town of Upper Marlboro

CHARTER AMENDMENT RESOLUTION NO. 01-2025

**A CHARTER AMENDMENT RESOLUTION
OF THE BOARD OF COMMISSIONERS OF THE TOWN OF UPPER MARLBORO,
MARYLAND, AMENDING SECTION 82-32 (VACANCIES), OF THE CHARTER OF
THE TOWN OF UPPER MARLBORO TO ALTER THE PROCESS FOR FILLING
VACANCIES ON THE BOARD OF COMMISSIONERS, TO PROVIDE FOR FILLING
VACANCIES DURING THE FIRST HALF OF A COMMISSIONER'S TERM BY
SPECIAL ELECTION AND FILLING VACANCIES DURING THE SECOND HALF OF
A COMMISSIONER'S TERM BY APPOINTMENT BY THE COMMISSION**

WHEREAS, Article XI-E, § 4 of the Constitution of Maryland and Local Government Article, §4-301, *et seq.* of the Annotated Code of Maryland, authorize the Board of Commissioners to amend the Charter of the Town of Upper Marlboro and provide the process and procedures for doing so; and

WHEREAS, Town Charter, Sec. 82-32 requires that vacancies on the Board of Commissioners be filled by holding a special election, unless the vacancy occurs within sixty-one (61) days of the next general election, in which case the position shall remain vacant until the next general election and further provides that any vacancy in the Office of the President is to be filled by the favorable votes of a majority of the members of the Board; and

WHEREAS, given the time and cost of conducting a special election, especially close to a regular election of the Town, the Board finds that the Town would benefit from creating a process for the appointment of a qualified resident to fill a vacancy in the office of Town Commissioner in the event the vacancy occurs when the remaining term of the Commissioner's seat is less than half of the term for which the Commissioner was elected and to hold a special election only if the vacancy occurs when the remaining term of the Commissioner's seat is more than half of the term for which the Commissioner was elected; and

WHEREAS, the Board of Commissioners finds that the Town would benefit from enacting this Charter amendment to update and clarify the process of filling vacancies on the Board of

Commissioners.

Section 1. NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE BOARD OF COMMISSIONERS OF THE TOWN OF UPPER MARLBORO, that Section 82-32 (Vacancies) of the Charter of the Town of Upper Marlboro, Maryland shall be and hereby is repealed and re-enacted with amendments to read as follows:

Registration, Candidates and Elections

* * *

SECTION 82-32 (VACANCIES)

(A) IN THE EVENT A VACANCY OCCURS ON THE BOARD OF COMMISSIONERS AND THE REMAINING TERM OF THE COMMISSIONER’S SEAT THAT IS VACATED IS LESS THAN HALF OF THE TERM FOR WHICH THE COMMISSIONER WAS ELECTED, THE REMAINING COMMISSIONERS SHALL APPOINT A QUALIFIED RESIDENT TO FILL THE VACANCY. (SEE TOWN CHARTER, § 82-4 (QUALIFICATIONS OF COMMISSIONERS)). THE APPOINTMENT MUST BE MADE WITHIN 45 DAYS OF THE OCCURRENCE OF THE VACANCY AND SHALL BE FOR THE REMAINDER OF THE CURRENT TERM. THE VACANCY SHALL BE FILLED BY PUBLIC SOLICITATION OF APPLICATIONS. THE SWEARING-IN OF AN APPOINTEE SHALL TAKE PLACE AT THE EARLIEST AVAILABLE TOWN MEETING AFTER AN APPOINTMENT HAS BEEN MADE. THE SWEARING-IN SHALL MARK THE DATE AT WHICH AN APPOINTEE BECOMES A FULL MEMBER OF THE BOARD OF COMMISSIONERS WITH ALL ATTENDANT POWERS AND DUTIES.

(1) *PUBLIC SOLICITATION OF APPLICATIONS.*

- (A) APPOINTMENT OF A SUCCESSOR IS MADE BY PUBLIC SOLICITATION OF APPLICATIONS AND THE VACANCY SHALL BE ADVERTISED ON THE TOWN WEBSITE AND BY WAY OF A SPECIAL MAILING AND/OR OTHER SUITABLE MEANS OF PUBLIC

CAPS : Indicate matter added to existing law.
[[Brackets]] : Indicate matter deleted from law.
*** : Indicate matter retained but not restated in this Resolution
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Underlining : Indicates language added to the Resolution after introduction.

OUTREACH WITHIN FIVE (5) BUSINESS DAYS OF THE PUBLIC ANNOUNCEMENT OF THE VACANCY. THE PUBLIC NOTICE SHALL STATE THE DEADLINE FOR SUBMITTING APPLICATIONS AND THE QUALIFICATIONS FOR SERVING ON THE BOARD OF COMMISSIONERS. ALL APPLICATIONS SHALL HAVE A SUPPORTING PETITION ATTACHED WITH THE SIGNATURES OF AT LEAST TWENTY (20) QUALIFIED VOTERS OF THE TOWN.

(B) AFTER THE DEADLINE FOR SUBMISSIONS HAS PASSED, THE BOARD OF COMMISSIONERS SHALL SET A DATE FOR INTERVIEWING THE APPLICANTS WHO ARE ELIGIBLE TO SERVE AS A COMMISSIONER. THE INTERVIEWS SHALL BE CONDUCTED INDIVIDUALLY IN EXECUTIVE SESSION, WHICH MAY BE HELD EITHER DURING OR AFTER A REGULARLY SCHEDULED MEETING OR WORK SESSION, OR A SPECIAL MEETING CALLED FOR THIS PURPOSE. SELECTION OF THE PREFERRED CANDIDATE SHALL BE MADE IN EXECUTIVE SESSION AND ANNOUNCED AT THE NEXT TOWN MEETING AND/OR BY OTHER SUITABLE MEANS OF PUBLIC OUTREACH, AS NEEDED.

(B) *SPECIAL ELECTION.* IN THE EVENT A VACANCY OCCURS ON THE BOARD OF COMMISSIONERS AND THE REMAINING TERM OF THE VACANT SEAT ON THE BOARD OF COMMISSIONERS IS MORE THAN HALF OF THE COMMISSIONER’S TERM, THE BOARD OF ELECTION SUPERVISORS SHALL CALL A SPECIAL ELECTION IN ACCORDANCE WITH TOWN CHARTER, SEC. 82-29 (SPECIAL ELECTIONS). THE SPECIAL ELECTION SHALL NOT BE HELD SOONER THAN ~~45~~ 30 DAYS AND NOT LATER THAN ~~60~~ 45 DAYS AFTER THE OCCURRENCE OF THE VACANCY. A PUBLIC NOTICE OF THE SPECIAL ELECTION SHALL BE GIVEN AS SOON AS FEASIBLE BY A SPECIAL MAILING AND/OR BY OTHER SUITABLE MEANS OF PUBLIC OUTREACH.

(C) *MULTIPLE TOWN COUNCIL VACANCIES.*

(1) IN THE EVENT A SECOND TOWN COMMISSIONER VACANCY

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OCCURS WITHIN THREE MONTHS OF THE FIRST VACANCY, THE TOWN COMMISSIONER MAY OFFER THE VACANT SEAT TO ANY OF THE OTHER APPLICANTS FOR THE FIRST VACANCY WITHOUT INITIATING A NEW ROUND OF PUBLIC SOLICITATION OF APPLICATIONS.

- (2) IF MORE THAN ONE VACANCY OCCURS WITHIN FIVE (5) BUSINESS DAYS OF THE PUBLIC ANNOUNCEMENT OF AN INITIAL TOWN COMMISSIONER VACANCY, THE BOARD SHALL CALL A SPECIAL ELECTION, WHICH SHALL NOT BE HELD SOONER THAN ~~45~~ 30 DAYS AND NOT LATER THAN ~~60-45~~ DAYS AFTER THE OCCURRENCE OF THE VACANCY, IN COMPLIANCE WITH TOWN CHARTER, § 82-29.

(C) ANY VACANCY IN THE OFFICE OF THE PRESIDENT SHALL BE FILLED BY THE FAVORABLE VOTES OF A MAJORITY OF THE MEMBERS OF THE BOARD. THE RESULTS OF ANY SUCH VOTES SHALL BE RECORDED IN THE MINUTES OF THE BOARD.

Section 2. BE IT FURTHER RESOLVED that the Board finds that in addition to the other procedural charter adoption provisions found in State law, that it has held a public hearing and given at least 21-days’ notice by posting the notice in a public place before adopting this resolution proposing to amend the municipal charter.

Section 3. BE IT FURTHER RESOLVED that this Charter Amendment Resolution is adopted on the aforementioned date, and that upon adoption by the Board of Commissions of The Town of Upper Marlboro, Maryland a complete and exact copy of this Charter Amendment Resolution shall be posted in the Town Office for a period of at least forty (40) days following the date of its adoption. Additionally, a fair summary of the proposed Amendment shall be published in a newspaper of general circulation in The Town of Upper Marlboro for no less than four (4)

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times at weekly intervals within the forty (40) days following the adoption of this Charter Amendment Resolution.

Section 4. BE IT FURTHER RESOLVED that the Amendment initiated in this Charter Amendment Resolution shall take effect and shall become and be considered the Charter of The Town of Upper Marlboro, upon the fiftieth day after being so ordained or passed unless on or before the fortieth day after being so adopted and passed a referendum petition meeting the requirements of State law shall be presented to the Board of Commissioners of The Town of Upper Marlboro, Maryland or mailed to it by certified mail, return receipt requested, bearing a postmark from the United States Postal Service.

Section 5. BE IT FURTHER RESOLVED that when the Charter Amendment hereby initiated becomes effective, as provided herein, or following a referendum election, the Town Clerk shall send separately, by certified mail, return receipt requested, to the Department of Legislative Services within 10 days after the charter resolution becomes effective, the following information concerning the Charter Amendment: (i) the complete text of this Charter Amendment Resolution; (ii) the date of the referendum election, if any held with respect thereto; (iii) the number of votes case for and against this Charter Amendment Resolution by the Board of Commissioners of The Town of Upper Marlboro, Maryland or a referendum election; and (iv) the effective date of the Charter Amendment.

Section 6. BE IT FURTHER RESOLVED that the Town Clerk of the Town of Upper Marlboro is specifically instructed to carry out the provisions of Sections 2, 3, 4 and 5 hereof, as evidence of compliance herewith, the Town Clerk shall cause to be affixed to this Charter Amendment Resolution and to the Minutes of the Board of Commissioners Meeting in which it is adopted (i) an appropriate certificate of publication of the newspaper in which the summary of the

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Charter Amendment Resolution shall have been published and (ii) return receipts of the mailing referred to in Section 5, and shall further complete and execute the Certificate of Effect attached hereto.

INTRODUCED by the Board of Commissioners of the Town of Upper Marlboro, Maryland at a regular meeting on the ____ day of _____, 2025.

PASSED by the Board of Commissioners of the Town of Upper Marlboro, Maryland at a regular meeting on the ____ day of _____, 2025

ATTEST:

THE TOWN OF UPPER MARLBORO
BOARD OF COMMISSIONERS

Sarah Franklin, President

Karen Lott, Commissioner

Alma Prevatte, Commissioner

Charles Colbert, Commissioner

Clayton Anderson, Town Administrator

Derrick Brooks, Commissioner

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CHARTER RESOLUTION CERTIFICATE

I, _____, the duly appointed, and qualified Administrator to the Board of Commissioners of the Town of Upper Marlboro, a municipal corporation of the State of Maryland do hereby certify that (i) the attached copy of the Charter Amendment Resolution 01-2025 is true, correct and complete; (ii) Charter Amendment Resolution 01-2025 was duly adopted by the Board of Commissioners of the Town of Upper Marlboro at a regular meeting held on the ____ day of _____, 2025; (iii) said meeting was duly convened and a quorum was present and acting throughout; (iv) Charter Amendment Resolution 01-2025, after having been introduced and fully discussed, was duly adopted, by a majority of Commissioners elected to the body and voting in the affirmative; and (v) Charter Amendment Resolution 01-2025 has not been subsequently amended, modified or repealed and remains in full force and effect as of the date hereof.

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of the Town of Upper Marlboro this ____ day of _____, 2025.

(SEAL)

_____, Town Administrator
The Town of Upper Marlboro

CAPS : Indicate matter added to existing law.
[[Brackets]] : Indicate matter deleted from law.
*** : Indicate matter retained but not restated in this Resolution
~~Strikethrough~~ : Indicates language deleted from the Resolution after introduction.
Underlining : Indicates language added to the Resolution after introduction.

The Town of Upper Marlboro

RESOLUTION: 2025-01
SESSION: Legislative Session
DATED: April 22, 2025

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE TOWN OF UPPER MARLBORO DECLARING A VACANCY IN OFFICE, CALLING A SPECIAL ELECTION TO BE HELD ON TUESDAY, MAY 27, 2025 | POLL HOURS 8:00 AM UNTIL 7:00 PM

WHEREAS, according to Section 82-32 of the Charter, in case of a vacancy on the Board of Commissioners for any reason, the Board of Supervisors of Elections shall, pursuant to the provisions of Section 82-29, conduct a special election to elect some qualified person to fill such vacancy for the unexpired term, provided, however, any vacancy which occurs within 61 days of the next general election as provided for in Section 82-27 [held the first Tuesday in November in odd numbered years] shall remain vacant until said general election; and

WHEREAS, according to Section 82-29 of the Charter, all special Town elections shall be conducted by the Board of Supervisors of Elections in the same manner and with the same personnel, as far as practicable, as regular Town elections, and in the event a special election is required pursuant to Section 82-32, the said special election shall be held not less than thirty (30) days and not more than forty-five (45) days after the vacancy is created, and the newly elected Commissioner shall take office on the second Monday of the month [June 9, 2025] following the special election; and

WHEREAS, pursuant to Section 4-108 of the LG Art. of Md. Ann. Code, a qualified voter may vote in a municipal election by absentee ballot, and municipality shall provide a procedure to vote by absentee ballot, but the municipality may not require an individual to provide a reason that the individual will be unable to vote in person on election day in order to vote by absentee ballot, and a municipality may use any method to enable absentee voters to vote, including using any facilities to transmit and receive applications for absentee ballots; and

WHEREAS, Ordinance 2023-02 enacted on March 28, 2023, provides for the conduct of voter registration, maintenance of registration records, conduct of elections, certification of election results and absentee ballots; and

WHEREAS, according to Section 82-23 of the Charter, the Board of Supervisors of Elections shall give at least two weeks' notice of every registration day and every election by an advertisement published in a newspaper of general circulation in the Town.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED, by the Board of Commissioners for The Town of Upper Marlboro, sitting in special session this 22nd day of April, 2025, that the Town Board of Commissioners hereby declares a vacancy on the Board effective Sunday, April 13, 2025 at midnight, and with the acknowledgment and concurrence of the President, hereby orders a Special Election to be held on Tuesday, May 27, 2025.

AND BE IT FURTHER RESOLVED AND ORDERED, by the Board of Commissioners for The Town of Upper Marlboro that written statements of candidacy and nominating petitions shall be filed with one of the Supervisors of Elections on or before (May 7, 2025).

ATTEST: BOARD OF COMMISSIONERS OF THE
TOWN OF UPPER MARLBORO, MD

Clayton Anderson, Town Administrator

Sarah Franklin, President

Derrick Brooks, Commissioner

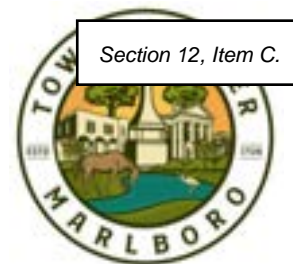
Charles Colbert, Commissioner

Karen Lott, Commissioner

CERTIFICATION

I, the undersigned, hereby certify that I am the Town Administrator of the Town of Upper Marlboro and that the Board of Town Commissioners of the Town of Upper Marlboro at a public meeting at which a quorum was present adopted this Resolution, and that said Resolution is in full force and effect and has not been amended or repealed. In witness whereof, I have hereunto set my hand and seal of the municipal corp., this 22nd day of April, 2025.

Clayton Anderson, Town Administrator



Town of Upper Marlboro - Charter Amendment Survey - Results

From March 6 through April 21 of 2025, the Town of Upper Marlboro conducted an online survey of its residents regarding a proposed Charter Amendment. The Survey was shared with the public through email distribution lists, social media, and via a hand-delivered flyer. The flyers went to each household on the weekend of March 6-8. At this time, paper copies of the survey were dropped off at households where online participation may have been challenging.

The survey briefly described the proposed amendment, provided a link to the text of the proposed amendment, and had three questions:

1. Do you support or oppose this amendment?
2. Have you come out to vote in a Special Election in the Town?
3. Does the cost of an off-cycle Special Election impact your decision on this Charter Amendment?

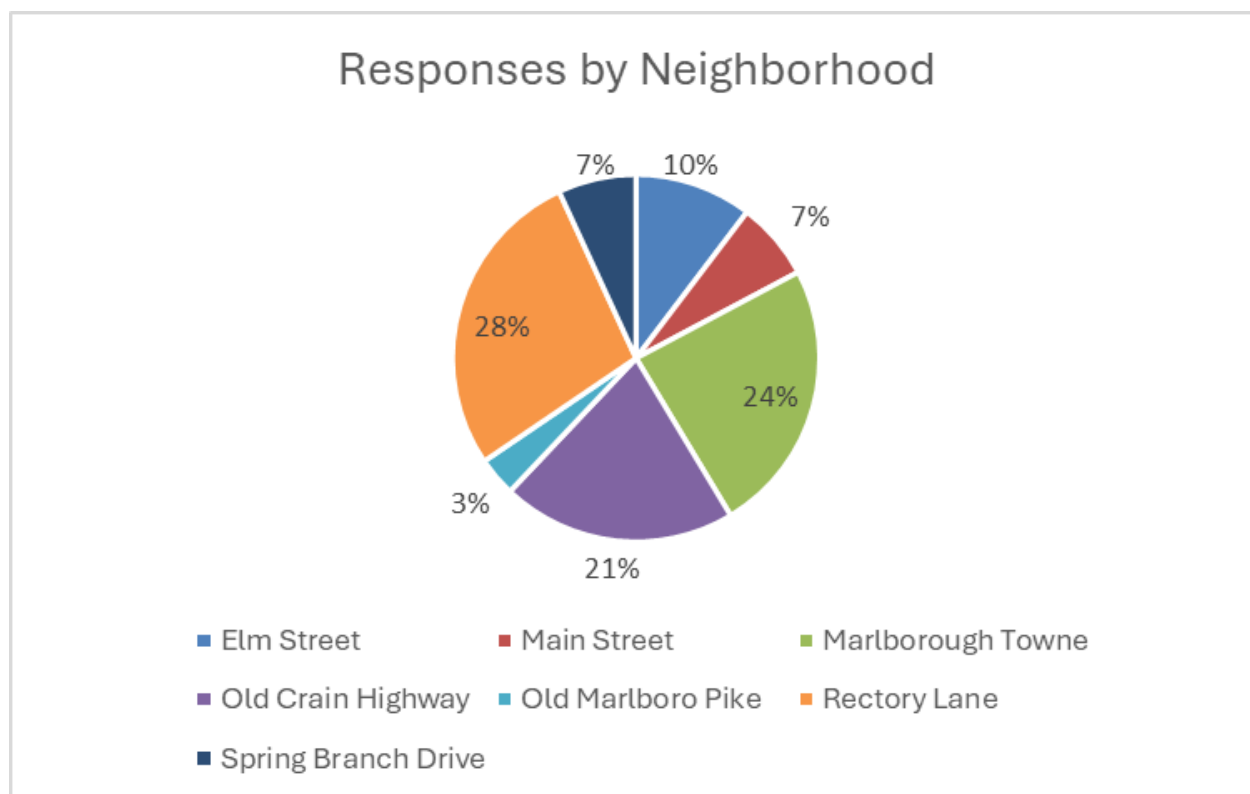
The survey was set up so that only residents could complete the survey, as a valid Town Street Address was a required element of the survey. Residents were thanked for their participation and encouraged to attend the Town's meetings and work sessions.

Respondents

This survey had a total of 29 respondents. All of the respondents responded online. No paper survey forms were returned. A copy of the survey form is provided at the end of the description of results.

The respondents to our survey we distributed throughout various areas of Town. The locations of respondents are illustrated in the following table and chart.

Neighborhood	Number of Responses
Elm Street	3
Main Street	2
Marlborough Towne	7
Old Crain Highway	6
Old Marlboro Pike	1
Rectory Lane	8
Spring Branch Drive	2
TOTAL	29

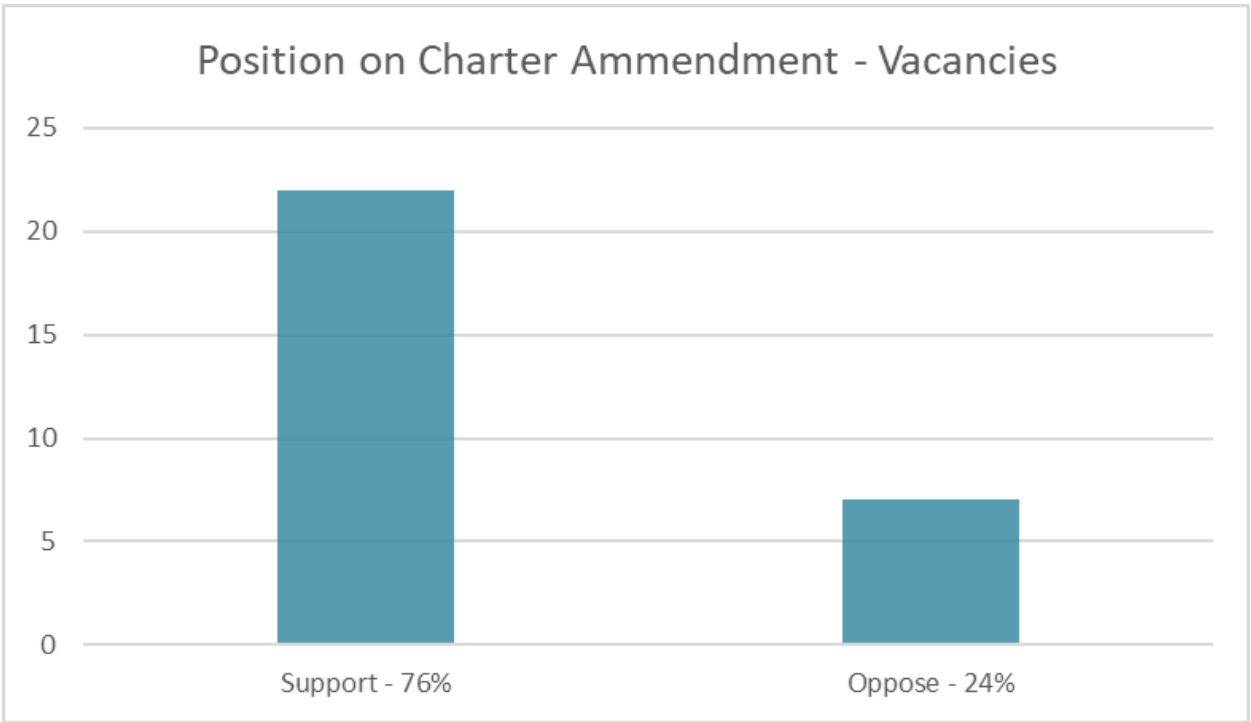


Question #1: Do you support or oppose this amendment?

The responses to this question are provided in the table and chart below. The results indicate support for this amendment from 74% of respondents.

Do you support or oppose this amendment?

Support	Oppose
22	7
76%	24%

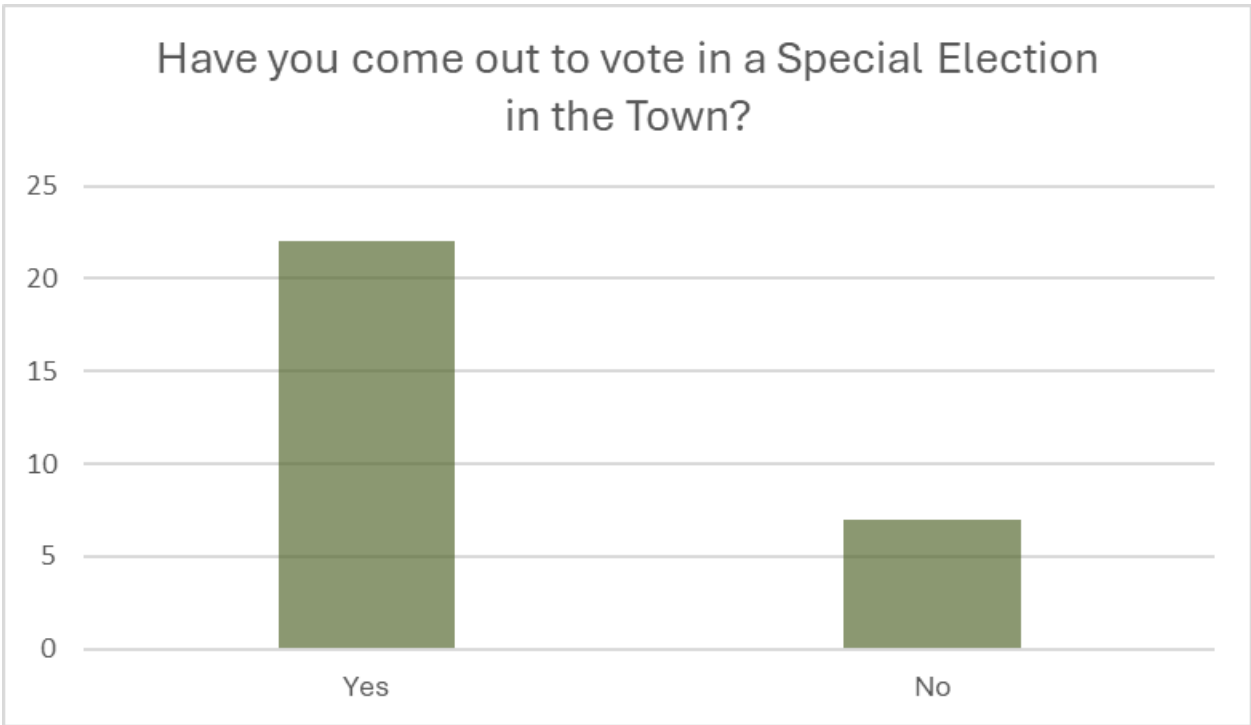


Question #2: Have you come out to vote in a Special Election in the Town?

The responses to this question are provided in the table and chart below. It is interesting to note that the results of this question match those of question number one. This is complete alignment of support for the amendment and the previous special election voting. In fact, of those who opposed the amendment, only one respondent had not voted in a previous election. Of those who supported the amendment, sixteen had previously voted in a Special Election, while six had not.

Have you come out to vote in a Special Election in the Town?

Yes	No
22	7

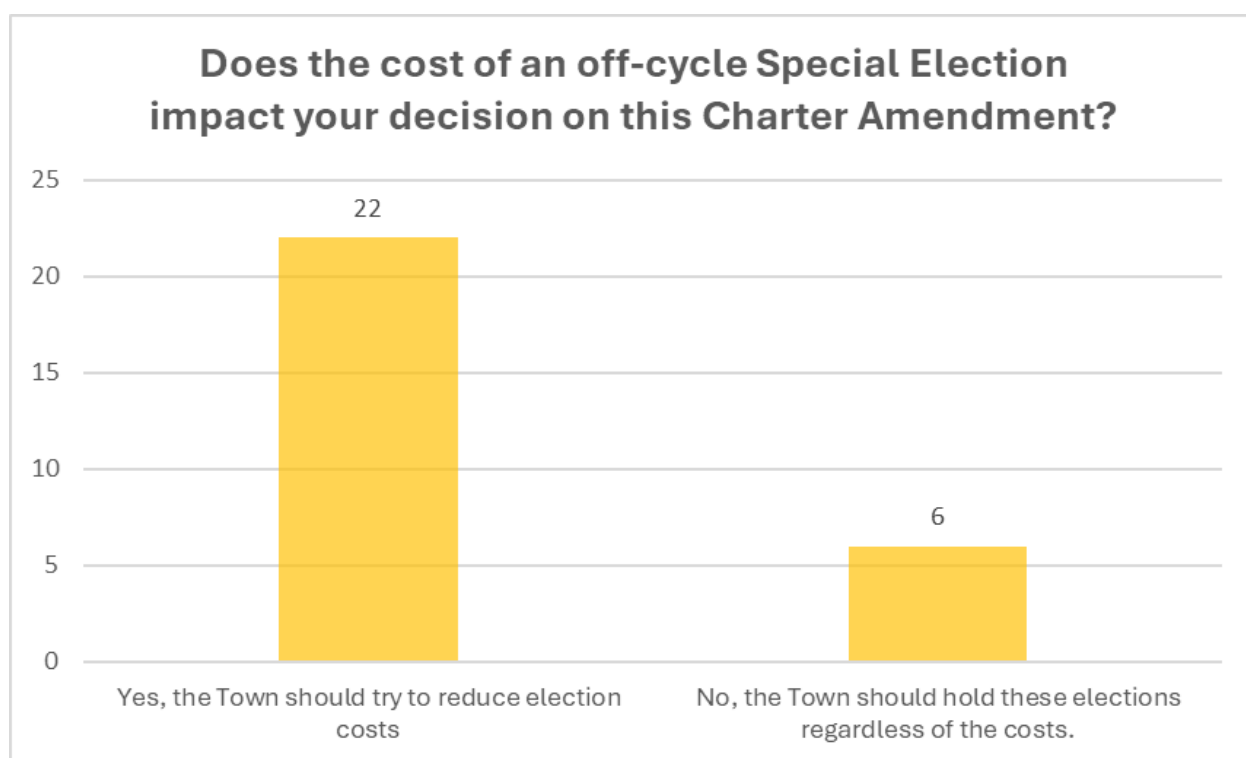


Question #3: Does the cost of an off-cycle Special Election impact your decision on this Charter Amendment?

The responses to this question are provided in the table and chart below. The results of this question match those of question number one.

Does the cost of an off-cycle Special Election impact your decision on this Charter Amendment?

Yes, the Town should try to reduce election costs	22
No, the Town should hold these elections regardless of the costs.	6



*Note that there are only 28 responses to this question. One respondent chose both options for their answer, and the data from this one question was thrown out due to this response error.



Town of Upper Marlboro - Charter Amendment Survey

* Name

* House Number

* Street Name

-- Select an Option --



Have Your Say on a Proposed Charter Amendment!

Our **Town Charter** is essentially the **foundation of our local government**—like a constitution, it outlines how our town operates, from the powers of elected officials to the rights and responsibilities of our community.

The Board of Commissioners has introduced a charter amendment that would allow vacancies on the board to be filled by appointment when less than half of a commissioner's term remains. The Charter currently requires a Special Election (approximate direct cost \$2,100) when there is a vacancy more than 60 days from the date of the General Election.

The proposed process would include an **application period, public advertising, and a requirement for applicants to gain community support** before being considered.

Below, you'll find the proposed new language permitting these appointments. You can also review the **full text of the amendment** [here](#).

We want to hear from **YOU!** Share your thoughts on this amendment and help shape the future of our town.

* Do you support or oppose this ammendment?

Additional comments

☐ Support

☐ Oppose

You must choose at least one option

* Have you come out to vote in an Special Election in the Town?

☐ Yes

☐ No

You must choose at least one option

* Does the cost of an off-cycle Special Election impact your decision on this Charter Amendment?

☐ Yes, the Town should try to reduce election costs

☐ No, the Town should hold these elections regardless of the costs.

You must choose at least one option

Thank you for your participation!

Don't forget to attend the Town Work Session on March 11th as well as the Public Hearing and Regular Town Meeting on March 25 where you can provide public comment in person.

If you would like to provide additional comments on this or any other matter please send us a comment here:

https://www.uppermarlbormd.gov/contact_us/virtual_comment_suggestion_box/index.php

Edit

Save

**BOARD OF COMMISSIONERS
FOR THE
TOWN OF UPPER MARLBORO**

ORDINANCE: 2025-01
SESSION: Regular Town Meeting
INTRODUCED: April 8, 2025
DATE ENACTED: April 22, 2025

**AN ORDINANCE RELATING TO ADOPTING AND APPROVING BUDGET AMENDMENTS
FOR THE FISCAL YEAR 2025 BUDGET**

WHEREAS, the Town of Upper Marlboro (the “Town”) is a municipal corporation of the State of Maryland expressly authorized by Maryland Code Annotated, Local Government (“LG”) Art., § 5-205(b)(1) to expend any municipal funds for any purpose deemed to be public and to affect the safety, health and general welfare of the municipality and its occupants; and

WHEREAS, pursuant to Md. Code Ann., LG Article, Section 5-205(b)(4), a municipality may spend money for a purpose different from the purpose for which the money was appropriated or spend money not appropriated at the time of the annual levy if approved by a two-thirds vote of all the individuals elected to the legislative body; and

WHEREAS, the Charter of the Town of Upper Marlboro (the “Town Charter”), Section 82-41 prescribes that the budget shall be adopted in the form of an ordinance, and that a favorable vote of at least a majority of the total elected membership of the Board shall be necessary for adoption; and

WHEREAS, the Town Charter, Section 82-11 mandates that except in cases of emergency, no ordinance shall be passed at the same meeting at which it is introduced and that at any regular or special meeting of the Board held not less than six nor more than sixty days after the meeting at which the ordinance was introduced, it shall be passed, or passed as amended, or rejected, or its consideration deferred to some specified future date; and

WHEREAS, said Section 82-11 further mandates that each ordinance shall be posted in the Town office, and each ordinance or a fair summary thereof, shall be published at least once, in a newspaper of general circulation in the Town; and

WHEREAS, the Town Charter, Section 82-42 prescribes that no public money may be expended without having been appropriated by the Board, and that from the effective date of the budget, the several amounts stated therein as proposed expenditures shall be and become appropriated to the several objects and purposes named therein; and

WHEREAS, the Town Charter, Section 82-43 prescribes that any transfer of funds between major appropriations for different purposes by the President must be approved by the Board before becoming effective; and

WHEREAS, the Town Charter, Section 82-44 proscribes any expenditures or contracts to expend money or to incur any monetary liability in excess of the amounts appropriated for or transferred to a particular general classification of expenditure in the budget, and

WHEREAS, the Board of Town Commissioners has previously approved Ordinance No. 2024-01 on May 28th, 2024 which in Section 4 thereof states that all budget amendments transferring monies between general classifications of expenditures or appropriations as reflected in the budget ordinance shall be submitted to the Board for approval, from time to time, by ordinance pursuant to Md. Code Ann., Art. 23A, §2(b), now codified as Md. Code Ann., LG Article, Section 5-205(b)(4); and

WHEREAS, the Board of Town Commissioners finds that it is necessary to amend Ordinance No. 2024-01 by allocating and appropriating funds for the following reason: To adjust revenue line items with year-end budget amounts, and enhancing or decrease allocations between departments of expenditure line items, due to the elimination of certain staff positions; and

WHEREAS, the Board of Town Commissioners finds that it is necessary to amend Ordinance No. 2024-01, by reallocating Town funds and limiting expenditures in several Town Departments.

NOW, THEREFORE, THE BOARD OF COMMISSIONERS OF THE TOWN OF UPPER MARLBORO, STATE OF MARYLAND, DOES ORDAIN AND ENACT AS FOLLOWS:

Section 1. The Fiscal Year 2025 Budget Ordinance 2025-01, and supersede Ordinance No. 2024-01 as restated in the center column below, and as divided into the following indicated major anticipated revenue funds or having the estimated amounts at the time of the tax levy as indicated herein below, is hereby amended and readopted as indicated in the far-right column below as follows:

<u>REVENUE SOURCE</u>	<u>ADOPTED FY 25 BUDGET AMOUNT</u>	<u>AMENDED FY25 BUDGET AMOUNT</u>
Taxes	\$1,533,280.00	\$1,679,248.50
Fines, License and Permits	\$871,000.00	\$844,134.00
Intergovernmental	\$56,000.00	\$56,000.00
Miscellaneous Revenue	\$122,725.00	\$70,897.50
Grants	\$1,415,000.00	\$1,425,000.00
Total Revenues:	\$3,997,005.00	\$4,075,280.00

Section 2. The total of the anticipated revenues and any estimated fund balance available for expenditure during the fiscal year within each of the aforesaid categories of the FY 2025 Budget Ordinance 2024-05, as amended by this FY 2025 Amendatory Budget Ordinance 2025-01 shall equal or exceed the total of the proposed

expenditures within the following general classification of expenditure or major appropriations having the amounts as indicated herein below, is hereby amended and readopted as indicated in the far-right column below as follows:

<u>EXPENDITURES</u>	<u>FY25 ADOPTED BUDGET AMOUNT</u>	<u>FY 25 AMENDED BUDGET AMOUNT</u>
General Government	\$756,700.00	\$704,195.00
Public Safety	\$1,075,600.00	\$1,092,100.00
Public Works	\$618,400.00	\$642,500.00
Capital Outlays	\$131,305.00	\$221,485.00
Grants	\$1,415,000.00	\$1,415,000.00
Total Expenditures:	\$3,997,005.00	\$4,075,280.00

AND BE IT FURTHER ENACTED AND ORDAINED by the Board of Commissioners of the Town of Upper Marlboro, Maryland that except for the revenue and expenditure amounts provided hereinabove in Sections 1 and 2 as amendments, the remaining provisions of the FY 2024 Budget Ordinance 2024-01 shall remain in full force and effect as if written word for word within this Ordinance and readopted herein.

AND BE IT FURTHER ENACTED AND ORDAINED by the Board of Commissioners of the Town of Upper Marlboro, Maryland that the tax levy for Fiscal Year 2024 for the Town of Upper Marlboro and all other taxes, liens, and/or fees prescribed therein shall remain as previously approved and adopted in the FY 2024 Budget Ordinance 2024-01.

AND BE IT FURTHER ENACTED AND ORDAINED by the Board of Commissioners of the Town of Upper Marlboro, Maryland that pursuant to the Town Charter this Ordinance shall be posted in the Town office and this FY 2024 Amendatory Budget Ordinance 2024-01 or a fair summary thereof, shall be published once in a newspaper of general circulation in the Town.

AYES: NAYES: ABSENT:

INTRODUCED in a public session of the Board of Commissioners on this 22nd day of April, 2025:

ORDAINED, APPROVED AND finally passed by the Board of Commissioners of the Town of Upper Marlboro, Maryland on this 22nd day of April, 2025, by:

Attest: THE TOWN OF UPPER MARLBORO
BOARD OF COMMISSIONERS

Sarah Franklin, President

Derrick Brooks, Commissioner

Charles Colbert, Commissioner

Clayton Anderson, Town Administrator

Karen Lott, Commissioner

Reviewed and Approved for Legal Sufficiency

Karen Ruff, Esq.

Date: April 22, 2025

**BOARD OF COMMISSIONERS
FOR THE
TOWN OF UPPER MARLBORO**

ORDINANCE: 2025-02
SESSION: Regular Town Meeting
INTRODUCED: April 22, 2025
DATE ENACTED: May ___, 2024
EFFECTIVE DATE: _____, 2024

**AN ORDINANCE OF THE BOARD OF COMMISSIONERS FOR THE
TOWN OF UPPER MARLBORO AMENDING ORDINANCE 2022-05 (VACANT BUILDINGS
AND LOTS) TO CLARIFY TO WHICH VACANT LOTS ORDINANCE 2022-05 APPLIES**

WHEREAS, MD Code Ann., Local Gov’t, § 5-202 authorizes the legislative body of a municipality to adopt ordinances to protect and preserve the municipality’s rights, property and privileges and to protect the health, comfort and convenience of the residents of the municipality; and

WHEREAS, pursuant to Local Gov’t, § 5-205(d) the Board of Commissioners of the Town of Upper Marlboro may establish and collect reasonable fees and charges for Town licenses and permits, or associated with the exercise of a governmental or proprietary function by the Town, and may provide that any valid charge, tax, or assessment made against real property in the municipality is a lien on the property to be collected in the same manner as municipal taxes; and

WHEREAS, pursuant to this authority, the Board of Commissioners for the Town of Upper Marlboro enacted Ordinance 2022-05 (Vacant Buildings and Lots), an ordinance requiring the owners of certain vacant buildings and lots to register them, along with a local agent, and providing for all matters generally relating to the taxation, licensing and registration of vacant buildings and lots; and

WHEREAS, it has come to the attention of the Board of Commissioners for the Town of Upper Marlboro that the provisions of Ordinance 2022-05 might be interpreted to apply to properties to which it was never intended to apply, that is residentially zoned properties when the owner owns more than one contiguous and adjacent lot and the residence is located on one lot, provided that the building is occupied; and

WHEREAS, the Board of Commissioners of the Town of Upper Marlboro desires to amend Ordinance 2022-05 to clarify that it was not the intention of the Board of Commissioners that these types of properties be subject to the vacant building/lot ordinance.

CAPITALS: Indicate language to be added to existing law (Ordinance 2022-05).
*** Asterisks: Indicate language in Ordinance 2022-05 that remains unchanged and is not reproduced herein.

NOW, THEREFORE, THE BOARD OF COMMISSIONERS FOR THE TOWN OF UPPER MARLBORO, STATE OF MARYLAND, DOES ORDAIN AND ENACT an amendment to Ordinance 2022-05 (Vacant Buildings and Lot), Part 1 - Vacant Property Registration Program, Section 1. Vacant Property Registration, B. Definitions to read as follows:

§ 1. Vacant Property Registration.

* * *

B. Definitions.

For purposes of this section, the following words and phrases shall have the meanings respectively ascribed to them as follows:

* * *

Lot means an area of land designated as a separate parcel or unit of land on a legally recorded subdivision plat or deed filed among the land records of Prince George’s County and assigned a property tax account identification number that is assigned to one or more such units or parcels of land.

* * *

Vacant lot means a lot without a building or other valid and approved improvement which has an assessed value for taxation purposes as determined by the State of Maryland, Department of Assessments and Taxation. **FOR PURPOSES OF THIS ORDINANCE, A VACANT LOT DOES NOT INCLUDE A LOT THAT:**

- 1. IS AN INDIVIDUALLY ASSESSED PARCEL OR UNIT OF LAND,
- 2. IS ZONED FOR RESIDENTIAL USE (IE. IS NOT ZONED COMMERCIAL OR INDUSTRIAL),
- 3. IS CONTIGUOUS TO A LOT OR LOTS IN COMMON OWNERSHIP THAT ARE ALSO ZONED FOR RESIDENTIAL USE,
- 4. ONE OF THE LOTS IN COMMON OWNERSHIP IS IMPROVED WITH A HOUSE IN WHICH THE OWNER(S) OR A TENANT RESIDES, AND
- 5. THE LOT FUNCTIONS AS A FRONT, SIDE OR REAR YARD TO THE LOT ON WHICH THE HOUSE IS LOCATED.

* * *

AND BE IT FURTHER ENACTED AND ORDAINED by the Board of Commissioners of the Town of Upper Marlboro, Maryland that to the extent that any prior ordinance or provision thereof, may irreconcilably conflict with any provision of this Ordinance, this Ordinance shall operate to repeal those Town Ordinances or portions thereof, previously adopted that are inconsistent with the provisions of this Ordinance.

AND BE IT FURTHER ENACTED AND ORDAINED by the Board of Commissioners of the Town of Upper Marlboro, Maryland that should any part of this Ordinance be held invalid, all remaining parts shall remain in effect.

AND BE IT FURTHER ENACTED AND ORDAINED by the Board of Commissioners of the Town of Upper Marlboro, Maryland that pursuant to the Town Charter, this Ordinance shall be posted

CAPITALS: Indicate language to be added to existing law (Ordinance 2022-05).
*** Asterisks: Indicate language in Ordinance 2022-05 that remains unchanged and is not reproduced herein.

in the Town office and a fair summary of it shall be published once in a newspaper of general circulation in the Town and shall become effective 20 days after passage by the Board.

AYES: _____ NAYES: _____ ABSENT: _____

INTRODUCED in a public session of the Board of Commissioners on this 22 day of April, 2025.

ORDAINED, APPROVED, AND passed by the Board of Commissioners of the Town of Upper Marlboro, Maryland on this ____ day of May, 2025, by:

Attest: THE BOARD OF COMMISSIONERS OF THE TOWN OF UPPER MARLBORO, MARYLAND

Clayton Anderson, Town Administrator

Sarah Franklin, President

Derrick Brooks, Commissioner

Charles Colbert, Commissioner

Karen Lott, Commissioner

Reviewed and Approved for Legal Sufficiency

Karen Ruff, Esq., Town Attorney

Date: _____

CAPITALS: Indicate language to be added to existing law (Ordinance 2022-05).
***** Asterisks:** Indicate language in Ordinance 2022-05 that remains unchanged and is not reproduced herein.