



Town of Upper Marlboro

REGULAR TOWN MEETING

14211 School Lane, Upper Marlboro, Maryland, 20772

Tuesday, May 26, 2026 at 7:00 PM

AGENDA

This meeting will be conducted in person.

Persons who are unable to attend the meeting may attend virtually via phone or the following Zoom Video Teleconference link <https://uppermarlboromd-gov.zoom.us/j/89366205521> Persons who desire to speak during public comment shall sign-in with the Clerk.

REGULAR TOWN MEETING AGENDA: 7:00 PM

1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Review of Agenda**
5. **Consent Agenda**
 - A. Meeting Minutes
6. **Business**
 - A. PAMC Resolution(Councilmember Vote)
 - B. FY 2027 Budget (Introduction)
 - C. Public Comment
7. **Administrative Updates**
 - A. Councilmember Reports
 - B. Public Safety Report
 - C. Public Works Report
 - D. Administrative Report
8. **Public Comment**
9. **Preliminary Approval of Next Meeting Agenda**
10. **Adjournment**



Town of Upper Marlboro

TOWN COUNCIL WORK SESSION

14211 School Lane, Upper Marlboro, Maryland, 20772

Tuesday, May 12, 2026 at 7:00 PM

AGENDA

This meeting will be conducted in person.

Persons who are unable to attend the meeting may attend virtually via phone or the following Zoom Video Teleconference link <https://uppermarlboromd-gov.zoom.us/j/84327470675> Persons who desire to speak during public comment shall sign-in with the Clerk.

WORK SESSION AGENDA: 7:00 PM

1. **Call to Order – 7:01**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Review of Agenda – (2:11)**
5. **Business**
 - A. Vacant Lot Property Tax Ordinance (Council Discussion) – **(1:08:48)**
 - B. Annexation Update(Council Discussion) – **(21:32)**
 - C. Review of Rolling Agenda(Council Discussion) – **(28:31)**
 - D. Budget FY2027 (Council Discussion) – **(35:02)**
 - E. Greenwill (Legislative Update) – **(3:00)**
6. **Preliminary Approval of Next Meeting Agenda – (1:51:29)**
7. **Adjournment**

Motion was made by Councilmember Lott to adjourn the meeting

Motion was second by Councilmember Hourcle

Colbert Aye | Brooks Aye | Franklin Aye | Lott Aye | Hourcle Aye

Video of the Special Meeting / Work Session will be posted to the Town YouTube Channel within 1 business days of the meeting.

All meetings are subject to closure in accordance with the State Open Meetings Act—House Bill 217



Town of Upper Marlboro

REGULAR TOWN MEETING

14211 School Lane, Upper Marlboro, Maryland, 20772

Tuesday, April 28, 2026 at 7:00 PM

AGENDA

This meeting will be conducted in person.

Persons who are unable to attend the meeting may attend virtually via phone or the following Zoom Video Teleconference link:
<https://uppermarlbormd-gov.zoom.us/j/86819777375> Persons who desire to speak during public comment shall sign-in with the Clerk.

REGULAR TOWN MEETING AGENDA: 7:00 PM

1. **Call to Order – 7:01**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Review of Agenda**
5. **Consent Agenda**
 - A. Meeting Minutes
6. **Business**
 - A. Maintenance of 5510 Old Crain Highway (Council Discussion) – **(4:17)**
 - B. Protocols for Councilmember Initiatives (Councilmember Discussion) – **(27:59)**
 - C. Budget FY2027 (Council Discussion) – **(41:03)**
 - D. Budget FY 2027 (Public Comment) – **(55:11)**
7. **Administrative Updates – (55:34)**
 - A. Councilmember Reports
 - B. Public Safety Report
 - C. Public Works Report
 - D. General Government Report
 - E. Town Clerk Report
8. **Public Comment – (1:12:10)**

For items not necessarily on the immediate agenda (3 minutes per item)
9. **Preliminary Approval of Next Meeting Agenda – (1:12:38)**
10. **Adjournment**

Motion was made by Councilmember Lott to adjourn the meeting

Motion was second by Vice Mayor Brooks

Colbert Aye | Brooks Aye | Franklin Aye | Lott Aye | Hourcle Aye

RESOLUTION: 2026-03
SESSION: Regular Town Meeting
DATE: May26, 2026

A RESOLUTION OF THE TOWN COUNCIL FOR THE TOWN OF UPPER MARLBORO TO APPROVE AN APPLICATION FOR A PLANNING ASSISTANCE TO MUNICIPALITIES AND COMMUNITIES ("PAMC") GRANT OFFERED BY THE PRINCE GEORGE'S COUNTY PLANNING DEPARTMENT TO PROVIDE ASSISTANCE WITH COMMUNITY OUTREACH.

WHEREAS, the Planning Assistance to Municipalities and Communities (PAMC) program is offered by The Maryland-National Capital Park and Planning Commission (M-NCPPC), Prince George's County Planning Department, Community Planning Division, Neighborhood Revitalization Section and its purpose is to provide technical planning services at no cost to the community using Prince George's County Planning Department expertise, and/or fund projects conducted by paid consultants; and,

WHEREAS, PAMC projects benefit municipalities and communities that may have limited planning resources but are committed to revitalization and enhancement of the appearance and function of their communities, and the number of projects approved each year will vary based on staff availability and the PAMC budget; and,

WHEREAS, the Town of Upper Marlboro is in need of assistance with our community outreach efforts; and,

WHEREAS, the Town wishes to submit an application to the Prince George's County Planning Department's Planning Assistance to Municipalities and Communities Program ("PAMC"); and,

WHEREAS, successful applicants do not directly receive or manage PAMC funds for consultant services, and approved projects will be managed by M-NCPPC PAMC program planners, who will prepare a Scope of Services for the approved project (in collaboration with the applicant); review bids and select the on-call consultant; execute a Memorandum of Understanding (MOU) with the selected consultant; and manage the project, including the disbursement of contract funds for consultant payment; and,

NOW THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE

The Town of Upper Marlboro

Section 6, Item A.

TOWN OF UPPER MARLBORO that the Council supports and approves the submission of an application to the PAMC program and approves the final submission of the application, subject to any non-substantive revisions to the application to be made by the Town Manager, which may be deemed appropriate.

BE IT FURTHER RESOLVED, that this Resolution shall take effect immediately upon passage and that the President/Mayor is authorized to execute the subject application and any related documents.

PASSED by the Town Council of the Town of Upper Marlboro, Maryland at a regular meeting on this 26th day of May, 2026.

Attest:

THE TOWN COUNCIL OF THE TOWN
OF UPPER MARLBORO, MARYLAND

Telaya Bush, Town Clerk

Charles Colbert, Mayor

Derrick Brooks, Vice Mayor

Sarah Franklin, Councilmember

Karen Lotts, Councilmember

Joseph Hourcle', Councilmember

TOWN REVENUE BUDGET SUMMARY

Acct	Description	FY27 Budget
4000 — Taxes		
4010	Real Estate Taxes — Residential	\$503,255.00
4100	Personal Property Taxes	\$49,536.00
4150	PPT Public Utilities	\$925,000.00
4310	Income Taxes	\$225,000.00
	Total 4000 — Taxes	\$1,702,791.00

4200 — Fines, Licenses & Permits		
4220	Town Permits	\$1,000.00
4230	Business License	\$9,000.00
4240	Parking Meters	\$197,000.00
4250	Speed & Red Light Cameras	\$910,000.00
4260	Parking Fines / Penalties	\$55,000.00
4280	Pub/Edu/Govt Broadcasting	\$3,900.00
4290	Trader's Franchise Fees	\$6,000.00
	Total 4200 — Fines, Licenses & Permits	\$1,181,900.00

4300 — Intergovernmental		
4320	Highway User Fee	\$45,000.00
4330	State Police Aid	\$34,000.00
	Total 4300 — Intergovernmental	\$79,000.00

4400 — Miscellaneous Revenue		
4410	Miscellaneous	\$15,000.00
4420	Interest Earnings / Investment Pool	\$63,000.00
4430	Town Hall Services — Misc Revenue	\$1,000.00
4440	Transfer from Reserve	
4450	Special Events / Donations	\$1,000.00
	Total 4400 — Miscellaneous Revenue	\$80,000.00

4500 — Grants & Transfers		
4530	FIP (DHCD) Grant	\$50,000.00
4560	Transfer from MLGIP Snow Equip /	\$40,000.00

4592	FY22 Bond Bill in 26 / M&T Transfer in 27	\$18,000.00
4594	FY23 Bond Bill in 26 / M&T Transfer in 27	\$13,800.00
4596	PGCO CIP	\$240,000.00
4630	BJAG	
4640	Police Security Installation — Savings Rollover	\$50,000.00
4593	NED 2026 030/Splash PAD LBI	\$150,000.00
4594	22-661 Bond Bill Spalsh Pad	\$275,000.00
4595	19-G122 Down town Upper Marlboro	\$155,000.00
4650	Community Parks & Playgrounds Grant	\$71,161.19
	Total 4500 — Grants & Transfers	\$1,062,961.19

TOTAL REVENUE	\$4,106,652.19

FY 2027 GENERAL GOVERNMENT BUDGET		
Code	Description	FY27
5000	GENERAL GOVERNMENT	
5105	GG Commissioner Salaries	\$34,000.00
5107	GG Commission Conferences and Fees / Exp	\$10,000.00
5110	GG Salaries	\$338,600.00
5111	GG Salaries - Bonuses	\$3,300.00
5120	GG FICA	\$28,000.00
5130	GG Health/Life/Dental Benefits	\$42,754.00
	GG Reserve	\$10,062.19
	GG Pension Benefits	\$21,500.00
5100	TOTAL GENERAL GOVERNMENT	\$488,216.19
5300	GG PROFESSIONAL SERVICES	
5310	GG Accounting	\$36,000.00
5320	GG Audit	\$14,000.00
5330	GG Payroll Processing	
5340	GG Town Attorney & Legal	\$35,000.00
5350	GG IT Support & Equipment	\$24,000.00
5360	GG Media Relations	\$1,000.00
5370	GG Government Relations	\$36,000.00
5380	GG Human Resources Services	\$4,500.00
5390	GG Planning Firm	\$5,000.00
	Total 5300 GG Professional Services	\$155,500.00
5400	GG OPERATING	
5200	GG Town Hall / General Government Insurance & Benefits	
5410	GG Coontingency	\$10,000.00
5415	GG Merchant Services Fees	\$10,306.00
5435	GG Training	\$7,000.00
5440	GG Dues & Subscriptions	\$25,000.00
5445	GG Postage	\$3,500.00
5450	GG Printing	\$11,500.00
5455	GG General Supplies / Staff Refreshment	\$7,000.00
5460a	GG Communications upgrades	\$10,059.00
5465	GG Town Hall Office Phones	\$9,000.00
5470	GG Mobile Phones	\$5,000.00
5475	GG Town Elections	\$3,000.00
5480	GG Town Hall Utilities	\$14,000.00
5485	GG Town Hall Repair & Maintenance	
5490	GG Other / Vehicle Fuel	\$3,030.00
5495	GG Resident Assistance / Contributions	\$4,000.00
5496	GG Annexation	10,000.00
	Total 5400 GG Operating	\$132,395.00
5900	GG COMMITTEE EXPENSES	
5905	Events Committee	\$2,000.00
5910	CERT Team	\$964.00
5915	Historical Committee	\$1,195.00
5925	Green Team	\$2,000.00
5930	TOUM Event	\$2,500.00
5935	Trunk or Treat	\$2,500.00
5940	Marlboro Day	\$17,000.00
5950	Community Day	\$2,500.00
5955	Winter Holiday	\$2,250.00
	Total 5900 GG Committee Expenses	\$32,909.00
	TOTAL 5000 GENERAL GOVERNMENT	\$788,899.00
6000	PRINCE GEORGES COUNTY CIP	
6100	Prince Georges County CIP Funding	\$240,000.00
	Total Prince Georges County CIP	\$240,000.00
	TOTAL EXPENDITURES	\$1,049,020.19

Code	FY 2027 PUBLIC SAFETY BUDGET	FY27 Budget
6000	DESCRIPTION	
6110	PS Salaries	\$380,000.00
6111	PS Overtime	\$20,000.00
6112	PS Bonus(Holiday)	\$5,000.00
6120	PS FICA	\$33,000.00
6130	PS Health Benefits	\$20,000.00
6150	PS Pension Benefits	\$51,000.00
6200	PS Uniforms	\$6,000.00
6210	PS Weapons & Duty Equipment	\$20,000.00
6220	PS Training & Memberships	\$5,000.00
6230	PS Pre Employment	\$5,000.00
6260	PS Mobile Technology and IT	\$8,000.00
6270	PS Supplies	\$8,000.00
6300	PS Professional Services - Legal Fees	\$5,000.00
6400	PS Occupancy	\$105,000.00
6500	PS Miscellaneous	\$3,000.00
6505	PS Petty Cash	\$500.00
6510	PS Community Engagement	\$2,000.00
6515	PS Contingency	\$10,000.00
6600	PS Utilities	\$5,000.00
6700	PS Vehicle Repairs	\$15,000.00
6710	PS Vehicle Fuel	\$18,000.00
6720	PS Insurance	\$22,500.00
6750	GOCCP Police State Aid	\$34,000.00
	PS Public Safety Budget Total	\$781,000.00
6850	PS SPEED CAMERA BUDGET	
6851	PS Speed Camera Admin Fee - 4 Cameras	\$200,000.00
6852	PS Speed Camera Service Fees	\$68,000.00
6853	PS Speed Camera Salaries	\$180,000.00
6854	PS Speed Camera FICA	\$10,000.00
6855	PS Speed Camera Occupancy	\$80,000.00
6856	PS Speed Camera General Supplies	\$2,000.00
6857	PS Speed Camera Overtime	\$8,000.00
6858	PS Speed Camera Uniforms	\$2,000.00
6859	PS Speed Camera Weapons & Duty Equipment	\$1,000.00
6860	PS Speed Camera Training & Membership	\$200.00
6861	PS Speed Camera Pre-Employment	\$2,500.00
6862	PS Speed Camera Mobile Technology	\$5,000.00
6863	PS Speed Camera Supplies	\$500.00
6864	PS Speed Camera Vehicle Repairs	\$2,000.00
6865	PS Speed Camera Vehicle Fuel	\$3,000.00
6866	PS Speed Camera Miscellaneous	\$1,500.00
6867	PS Speed Camera FY27 Police Vehicle #1	\$18,000.00
6868	PS Speed Camera FY27 Police Vehicle #2	\$18,000.00
6869	PS Speed Camera FY27 Police Vehicle #3	\$18,000.00
6870	PS Speed Camera Marlboro VFD Support	\$10,000.00
6872	PS Speed Camera Health Benefits	\$19,412.32
6873	PS Speed Camera Pension Benefits	\$10,000.00
6874	PS Speed Camera Pedestrian Safety	\$10,000.00
6880	PS Speed Camera Due to State	
	Total 6850 PS Speed Camera Budget	\$669,112.00
	TOTAL PUBLIC SAFETY EXPENDITURES	\$1,450,112.00

FY 2027 PUBLIC WORKS BUDGET		
Code	Description	FY27
7000	PUBLIC WORKS	
7110	PW Salaries	\$380,000.00
7111	PW Overtime	\$11,000.00
7112	PW Bonus	\$6,500.00
7120	PW FICA	\$25,000.00
7130	PW Health-Life-Dental	\$55,000.00
7150	PW Pension Benefits	\$50,000.00
	Total 7000 PUBLIC WORKS	\$527,500.00
7240	PUBLIC WORKS OPERATING	
7210	PW Waste Collection/Disposal Fees	\$6,500.00
7220	PW Waste Disposal/Contractor	\$78,030.00
7250	PW Beautification	\$10,000.00
7254	PW Facility Repairs	\$12,000.00
7252	PW Facility Maintenance	\$15,000.00
7253	PW Splash Pad Maintenance	\$5,000.00
7260	PW Training & Memberships - Dues	\$7,000.00
7270	PW Miscellaneous	\$3,500.00
7271	PW Petty Cash	\$500.00
7279	PW Street Light Maintenance for Marlboro	\$14,000
7280	PW Streets Maintenance	\$45,000.00
7281	PW Marlborough Towne Electricity	\$5,000.00
7282	PW Tree Removal / Arborist	\$7,000.00
7284	PW Contingency	\$10,000.00
	PW Splash Pad	\$598,622.00
7285	PW Tractor/Vehicle Debt	\$64,250.00
7340	PW Vehicle Maintenance	\$16,000.00
7350	PW Utilities	\$4,000.00
7360	PW Mobile Phone	\$10,000.00
7370	PW Small Tools & Equipment	\$12,000.00
7372	PW Office Supplies	\$2,000.00
7374	PW Computer Software & Equipment	\$4,000.00
7380	PW Septic Tank	\$3,000.00
7385	PW Uniforms	\$6,000.00
7390	PW Weather Related Expenses	\$10,000.00
7397	PW Vehicle Fuel	\$19,500.00
7400	PW Streetlight Electricity	\$9,000.00
7410	PW Facilities and Fleet Insurance	\$35,000.00
7420	PW Mosquito Control	\$4,700.00
7450	PW Holiday	\$2,500.00
7453	UTV/ Maintenance Equipment	\$40,000.00
	Total 7240 Public Works Operating	\$1,059,102.00
	TOTAL EXPENDITURES	\$1,586,602.00

**AN ORDINANCE
OF THE TOWN COUNCIL OF THE TOWN OF UPPER MARLBORO**

ORDINANCE: 2026-02
SESSION: Regular Town Meeting
INTRODUCED: May 26, 2026
DATE ENACTED: June 09, 2026
EFFECTIVE DATE: June 29, 2026

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF UPPER MARLBORO APPROVING AND ADOPTING THE BUDGET FOR THE TOWN OF UPPER MARLBORO FOR THE FISCAL YEAR BEGINNING JULY 1, 2026 AND ENDING JUNE 30, 2027 (FY2027), ESTABLISHING THE VARIOUS TOWN TAX RATES FOR FY2027, INCLUDING A VACANT PROPERTY TAX RATE, AND SETTING THE COMPENSATION FOR EMPLOYEES AND OFFICERS, AND TO ESTABLISH CERTAIN PROCEDURES FOR REVIEWING AND AMENDING SAME, AS MORE PARTICULARLY SET FORTH HEREIN.

WHEREAS, the legislative body of every incorporated municipality in this State pursuant to Local Government ("LG") Article, § 5-205 of the Annotated Code of Maryland ("State Code") is delegated express ordinance-making powers to expend municipal funds for any purpose deemed to be public and which affects the safety, health, and general welfare of the municipality and its occupants; and

WHEREAS, every municipal legislative body is further expressly delegated ordinance-making powers pursuant to said section of the State Code to expend municipal funds provided that any funds not appropriated at the time of the annual levy, shall not be expended, nor shall any funds appropriated be expended for any purpose other than that for which appropriated, except by a two-thirds vote of all members elected to the said legislative body; and

WHEREAS, Section 82-40 of the Charter of the Town of Upper Marlboro ("Charter") requires that the Town Manager at least thirty days before the beginning of each fiscal year. submit a budget to the Town Council ("Council"); and

WHEREAS, the fiscal year for each municipal corporation in the State of Maryland is mandated by State Code, LG Article, Section 16-101, and Charter, Section 82-39 to begin on July 1 of a calendar year and end on June 30 of the next calendar year; and

WHEREAS, Charter, Section 82-40 further prescribes that the budget shall provide a financial plan for the budget year and shall contain estimates of anticipated revenues and proposed expenditures for the coming year; and

WHEREAS, the Town Council of the Town of Upper Marlboro, Maryland proposes to set the following tax rates for Fiscal Year 2027 for the Town of Upper Marlboro: \$0.38 per \$100 of assessed valuation of residential real property; \$0.55 of assessed valuation for business personal property; \$0.57 of assessed valuation for commercial real property; \$1.50 for vacant property, \$0.25 agricultural use and \$2.50 of assessed valuation for public utility operating real personal property, subject to taxation by the Town of Upper Marlboro for general fund purposes, including debt service purposes. No increase in any of the tax rates are proposed for Fiscal Year 2027;

WHEREAS, Charter, Section 82-41 prescribes that before adopting the budget the Council may hold a public hearing thereon upon such notice as may be deemed appropriate and that the Council may increase, decrease or eliminate any item in the budget and may add new items thereto; and

WHEREAS, Charter, Section 82-41 further 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 members of the Council shall be necessary for adoption; and

WHEREAS, 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 Council 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, Charter, 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, on the Town website; and

WHEREAS, Charter, Section 82-42 prescribes that no public money may be expended without having been appropriated by the Council, 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, Charter, Section 82-43 prescribes that any transfer of funds between appropriations for different purposes by the Town Manager must be approved by the Council before becoming effective; and

WHEREAS, 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, Charter, Section 82-48 mandates that prior to June 30th of every year the Council shall determine the tax rates for the ensuing fiscal year, which determination shall constitute the tax levy for such year.

NOW, THEREFORE, BE IT ORDAINED AND ENACTED BY THE TOWN COUNCIL OF THE TOWN OF UPPER MARLBORO, MARYLAND, AS FOLLOWS:

Section 1. The Fiscal Year 2027 Budget Ordinance ("FY2027 Budget Ordinance") shall be divided into the following major anticipated revenue funds or groups having the estimated amounts as indicated below:

REVENUE SOURCE	BUDGET AMOUNT
Taxes	\$1,702,791.00
Fines Licenses & Permits	\$1,181,900.00
Intergovernmental	\$79,000.00
Miscellaneous Revenue	\$80,000.00
Grants/ Transfers	\$1,062,961.19
Total Revenues	\$4,106,652.19

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 FY2027 Budget Ordinance shall equal or exceed the total of the proposed expenditures within the following general classifications of expenditures as set forth in the appropriations with the amounts as indicated below:

EXPENDITURES	BUDGET AMOUNT
General Government	\$1,049,820.19
Public Safety	\$1,450,112.00
Public Works Department	\$1,586,602.00
Capital Improvements	\$20,118.00
Total Expenditures	\$4,106,652.19

Section 3. Notwithstanding this budget ordinance, the FY2027 Budget shall be presented and discussed in further detail by enumerating additional sub-categories or detailed items

pertaining to either revenues or expenditures as deemed necessary and expedient by the Town Manager and/or the (the "Detailed Budget"). Although not considered incorporated by reference or formally part of this FY2027 Budget Ordinance, the Detailed Budget, unless subsequently modified by the Town Manager, with approval of the Council as set forth in Section 4 below, shall reflect the various items discussed therein and shall remain substantially uniform throughout the fiscal year having essentially the same format and items as presented to the Council at the Town meeting wherein the FY2027 Budget was approved.

Section 4. All budget amendments transferring monies between general classifications of expenditure or appropriations as reflected in this FY2027 Budget Ordinance shall be submitted to the Council for approval, from time to time, by ordinance. Budget changes or amendments occurring within certain specified sub-categories or the various detailed items not reflected herein but shown in the Detailed Budget shall be approved from time to time by the Mayor subject to review and approval by the Council as recorded in the journal of its proceedings.

BE IT FURTHER ENACTED AND ORDAINED by the Town Council of the Town of Upper Marlboro, Maryland that the tax rates for Fiscal Year 2027 for the Town of Upper Marlboro shall hereby be set at \$0.38 per \$100.00 of assessed valuation of residential real property; \$0.55 per \$100.00 of assessed valuation for business personal property; \$0.57 per \$100.00 of assessed valuation for commercial real property; \$1.50 per \$100 of assessed valuation for vacant property, \$0.25 per \$100.00 of assessed valuation for agricultural use and \$2.50 per \$100.00 of assessed valuation for public utility operating real personal property, subject to taxation by the Town of Upper Marlboro for general fund purposes, including debt service purposes; and

BE IT FURTHER ENACTED AND ORDAINED by the Town Council of the Town of Upper Marlboro, Maryland that it hereby finally sets, ratifies and establishes the compensation of all regular Town staff positions, as prescribed by Section 82-60 of the Town Charter, via this annual budget ordinance enacted herein, in accordance with the pay chart below:

Town of Upper Marlboro Police Department
ANNUAL COMPENSATION SCHEDULE FY2025 (3.0% COLA)

Grade Step	Public Safety									
	Police Officer	Private Fire Class	Corporal	Sergeant	Detention	Plain	Chief of Police	Parking Authority		
Base	\$55,105	\$58,195	\$60,255	\$63,757	\$67,000	\$82,400	\$91,000	\$96,350	\$51,500	\$4,200
1	\$58,411	\$61,687	\$63,870		\$76,426	\$87,344	\$99,120	\$99,131	\$54,900	\$4,722
2	\$60,104	\$63,537	\$65,786		\$78,719	\$89,964	\$99,314	\$50,605	\$56,228	\$4,982
3	\$61,969	\$65,443	\$67,760	\$71,698	\$81,080	\$91,663	\$102,334	\$52,111	\$57,915	\$46,332
4	\$63,818	\$67,407	\$69,793	\$73,849	\$83,511	\$95,443	\$106,111	\$53,687	\$59,651	\$47,722
5	\$65,741	\$69,419	\$71,887	\$76,065	\$86,018	\$98,306	\$108,567	\$55,297	\$61,442	\$49,151
6	\$67,715	\$71,512	\$74,043	\$78,347	\$88,599	\$101,256	\$111,824	\$56,956	\$63,185	\$50,628
7	\$69,746	\$73,657	\$76,164	\$80,697	\$91,257	\$104,111	\$115,178	\$58,665	\$65,183	\$52,147
8	\$71,839	\$75,867	\$78,551	\$83,118	\$93,994	\$107,111	\$116,634	\$60,425	\$67,139	\$53,711
9	\$73,994	\$78,143	\$80,909	\$85,611	\$96,814	\$110,615	\$118,193	\$62,238	\$69,153	\$55,322
10	\$76,213	\$80,487	\$83,336	\$88,180	\$99,719	\$114,164	\$125,858	\$64,105	\$71,128	\$56,982
11	\$78,500	\$82,902	\$85,836	\$90,825	\$102,710	\$117,833	\$129,634	\$66,028	\$73,364	\$58,692
12	\$80,855	\$85,339	\$88,111	\$93,550	\$105,791	\$120,905	\$133,523	\$68,009	\$75,565	\$60,452
13	\$83,281	\$87,950	\$91,064	\$96,356	\$108,965	\$124,532	\$137,529	\$70,049	\$77,832	\$62,266
14	\$85,779	\$90,589	\$93,796	\$99,247	\$112,234	\$118,268	\$141,655	\$72,151	\$80,167	\$64,134
15	\$88,352	\$93,307	\$96,610	\$102,224	\$115,601	\$132,116	\$145,904	\$74,315	\$82,572	\$66,058

General Government & Public Works

Paygrade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
1	\$ 38,650	\$ 39,810	\$ 40,970	\$ 42,130	\$ 43,290	\$ 44,450	\$ 45,610	\$ 46,770	\$ 47,930	\$ 49,090
2	\$ 43,060	\$ 44,360	\$ 45,650	\$ 46,940	\$ 48,230	\$ 49,520	\$ 50,820	\$ 52,110	\$ 53,400	\$ 54,690
3	\$ 48,580	\$ 50,040	\$ 51,500	\$ 52,960	\$ 54,410	\$ 55,870	\$ 57,330	\$ 58,790	\$ 60,240	\$ 61,700
4	\$ 55,200	\$ 56,860	\$ 58,520	\$ 60,170	\$ 61,830	\$ 63,480	\$ 65,140	\$ 66,800	\$ 68,450	\$ 70,110
5	\$ 62,920	\$ 64,810	\$ 66,700	\$ 68,590	\$ 70,480	\$ 72,360	\$ 74,250	\$ 76,140	\$ 78,030	\$ 79,910
6	\$ 71,740	\$ 73,900	\$ 76,050	\$ 78,200	\$ 80,350	\$ 82,510	\$ 84,660	\$ 86,810	\$ 88,960	\$ 91,110
7	\$ 81,680	\$ 84,140	\$ 86,590	\$ 89,040	\$ 91,490	\$ 93,940	\$ 96,390	\$ 98,840	\$ 101,290	\$ 103,740
8	\$ 92,730	\$ 95,520	\$ 98,300	\$ 101,080	\$ 103,860	\$ 106,640	\$ 109,430	\$ 112,210	\$ 114,990	\$ 117,770

Public Safety Specialty & Incentive Hourly Pay

- Active Field Training Officer: \$4.00 an hour
- Night Shift Differential: \$2.45 an hour

Public Works Incentive Pay

- On Call Emergency: \$2.68 an hour

AND BE IT FURTHER ENACTED AND ORDAINED by the Town Council of the Town of Upper Marlboro, Maryland that the staffing levels below are authorized for each Department:

- General Government: One Town Manager, one Deputy Town Manager/Town Clerk, one Administrative Assistant, one Human Resources Generalist, one Special Assistant/Marketing, and one Code Enforcement Officer.
- Public Safety: One Chief of Police, two Sergeants, one Corporal, one Police Officer, one

Administrative Assistant FT, one Administrative Assistant (PT), and one Parking Enforcement Officer.

- Public Works: One Director, one Foreman, one Crew Lead, and three Crew Members.
- Should additional funding become available, or additional annexation phases are completed, the additional staffing levels are authorized: Public Safety- one Captain, one Lieutenant, one Sergeant, 6 Police Officers, and one Parking Enforcement Officer. Public Works- two crew members. General Government- one Administrative Assistant and one Economic Development Coordinator.

AND BE IT FURTHER ENACTED AND ORDAINED by the Town Council of the Town of Upper Marlboro, Maryland that this ordinance shall become effective at the expiration of twenty (20) calendar days following approval by the Town Council; and

BE IT FURTHER ENACTED AND ORDAINED by the Town Council of the Town of Upper Marlboro, Maryland, that this ordinance shall be posted in the Town Hall office, and this FY 2027 Budget Ordinance or a fair summary of it shall be published on the Town’s website.

INTRODUCED in a public session of the Council on this 26th day of May 2026.

ORDAINED, APPROVED, AND finally passed by the Town Council of the Town of Upper Marlboro, Maryland on this 26th day of May, 2026, by:

Attest:

THE TOWN COUNCIL OF THE TOWN OF UPPER MARLBORO, MARYLAND

Telaya Bush, Town Clerk

Charles Colbert, Mayor

Derrick Brooks, Vice Mayor

Sarah Franklin, Councilmember

Karen Lotts, Councilmember

Joseph Hourcle’, Councilmember

Reviewed and Approved for Legal Sufficiency

_____ Date: _____
Karen Ruff, Esq., Town Attorney



Town of Upper Marlboro Police Department

6409 Crain Highway, Upper Marlboro, Maryland 20772 Tel: (240) 525-8130

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 6420 Allentown Road, Camp Springs, Maryland 20748. Phone: 301-985-3638

Monthly Town Police Department Report For the Month of April 2026

Incidents Reported in Town:

Vandalism Call 1	Injured Person 1	Suspicious Person 2
Theft Call 1	Check Welfare 2	Fight Call 1
Property Damage 3	Trespassing Call 1	Commercial Alarm 2
Lock Out 1	Hit & Run Call 1	Family Dispute 1
Vehicle Accident 4	Disorderly Call 6	Suspicious Auto 1
Death Report 1	Missing Person 1	

Total calls responded by: Upper Marlboro Police 13 & Prince George’s County Police 17

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

Sgt. Dawson, Cpl. Anderson, and Pfc. Castilla 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 Maryland Chief’s Meeting.

Chief Burse attended the District 2 & CSA23 Coffee Club Meeting.

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

Chief Burse participated in the Baltimore Metropolitan 2nd Quarter Regional Law Enforcement meeting.

Chief Burse participated in the meeting with the new Town of Upper Marlboro Finance firm.

Sgt. Dawson attended the Domestic Violence Open House at the United Medical Center in Largo, MD

Chief Burse, Sgt. Dawson, Sgt. Butler, Cpl. Anderson, and Pfc. Castilla hosted our Coffee with a Cop at Dunkin Donuts.

Chief Burse and Sgt. Butler attended the Prince George’s County Special Olympics Spring Games at Charles H. Flowers High School.

EVENTS:

Coffee with a Cop May 20, 2026, from 6 pm to 8 9m at 7-Eleven 5315 Water St, Upper Marlboro, MD 20772.



Date: Wednesday, May 20, 2026

Subject: Public Works' Monthly Report

RE: April 2026

Public Works Related

- PWD uploaded and approved bills for PW assigned in Bill.com.
- Payroll processing and review.
- Processed payments from Tax Exempt to respective vendors for vehicle purchases.
- Continued to add vehicles and equipment to insurance as they came in.
- Foreman Sheckels received notice that the tractor was being assembled, and a delivery date in May was provided.
- PWD continued working on FY-26 CIP requests.
- PWD continued rental acquisitions for Marlboro Day and assisted Clerk Bush with items needed.
- Site visits of the 5510 Old Crain Hwy property were conducted with LGIT, members of staff, and council.

Maintenance and Beautification

- Main Street planters were added to the daily watering rotation.
- Vehicle modules were installed in the new vehicles. Two other vehicles had issues resolved by Verizon.
- Foreman Sheckels and crew cordoned off access points to the standing structure and around hazards on the 5510 property. No trespassing signs and a chain at the entrance rounded out LGIT's recommendations.
- PWD reached out to multiple demolition companies and conducted site visits with two companies about the hazards of 5510 Old Crain Hwy.
- We rented a UTV to conduct weekly patrols of the 5510 property.
- New vehicles and dump truck had graphics installed. Quote for changing the graphics on the street name signs obtained.
- Mosquito spraying application for the FY-27 season submitted.
- Herbicide treatments downtown and at the PW yard.
- Removal of dead grass, aeration, and seeding completed at the monument.

Street and Sidewalk

- PWC performed storm drain checks and clearing of leaves and debris ahead of rain events.
- PWC continued curb sweeping and debris removal around town.
- PWC conducted routine litter patrols around Town.
- PWC began brush pushbacks in Town.
- PWC reinstalled temporary speed bumps on School Ln, and Marlborough Dr,



Projects Update

- **Pocket Park Electrification** - Currently, electrical panels and outlets are installed. Awaiting PEPCO electrical drop and meter installation. I received PEPCO's cost acknowledgement form and submitted it along with payment. The next step is to receive a date for the electrical drop.
- **Town's Stormwater Management Property** - between Spring Branch Dr and Trinity Cemetery, stakeout was completed in late December, and associated documents were provided in January. There is a code violation that needs to be resolved before we can request quotes for fencing the property. Working with the Gen govt staff to work out the current issue.
- **Marlborough Towne Streetlights** - Fourth light at the end of Marlborough Terrace was traced in mid-March. It was discovered that 175ft of wire needs to be replaced. (Estimate received in May) To date, our contractor has fixed all lights except for two that need to be re-wired underground.
- **Church St lot** - Town Manager Anderson and I met with Site Design to discuss the design. Plans revised to include more spaces. The new plan includes more spaces and has been reviewed internally for feasibility. This will be the plan to move forward for consideration.
- **Phase II Playground and Splash Pad** – Groundwork, construction fencing, and erection of the train have been completed. The large holding tank has been delivered and buried.

Refuse Accumulations

- There was one dump truck rental for the month.
- Bulk day refuse totals for items to landfill were tons.
- Yard waste totals for items to MES were tons.

Sincerely,

Darnell F. Bond / Director of Public Works



TOWN OF UPPER MARLBORO

GENERAL GOVERNMENT STAFF REPORT

April 2026 Monthly Activities Summary

COMMUNITY OUTREACH

- AAMA Housing Webinar.
- Coordinated District 9 candidates forum.
- Met with an HOA interested in being annexed into the Town; discussed the annexation process and next steps.
- Met with Target to discuss community partnerships
- Met with local business to help resolve landlord dispute.

ECONOMIC DEVELOPMENT

- Attended the MEDA conference
- Met with Jasmine Forbes of FSC to discuss small business finance
- Met with a small business consultant to discuss small business seminars

ADMINISTRATIVE

- Completed the federal ARPA report.
- Renewed SAMS number
- Progress report for MIP Beautification grant.
- Met with LGIT to resolve 5510 Crain Highway concerns.
- Corrected ongoing pension issue
- On boarded new accountant firm
- Discussed ADA compliance with IT
- Created new job applications for certain positions in lieu of submitting a resume
- Renewed Piney Bowes agreement
- Completed annual Healthcare Prescription reporting
- Submitted certified tax rate to Prince Georges County
- Reviewed Chesapeake Insurance quote
- **Staff responded to 360 phone calls**
- **Staff received 1642 emails**

BUDGET & FINANCES

- Participated in numerous budget sessions
- Renewed SAMS number to allow us to receive federal grant funding
- Requested an extension for bond bill 19-G122.

Prepared by Town Managers Office | Town of Upper Marlboro | March 2025



TOWN OF UPPER MARLBORO

TOWN CLERK STAFF REPORT

April 2026 Monthly Activities Summary

COMMUNITY OUTREACH

- Walked and Hand delivered Impower Upper Marlboro Packets
- Held Marlboro Day Meetings.
- Coordinated with schools so the Mayor Could Come and Speak
- Started working on Summer Landings
- Worked on Business Spotlight Videos

ADMINISTRATIVE

- Started Looking for new sound equipment
- Spoke with DPIE about Marlboro day requirements for vendors
- Accepted Vendors for Marlboro Day
- Accepted People to be in the Parade for Marlboro Day
- Visited 5510 OLD Crain Highway

BUDGET & FINANCES

- Assisted with Town Budget for FY2027
 - Paid for Marlboro Day Entertainment
-

Prepared by Town Clerks Office | Town of Upper Marlboro | April 2026
