



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**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Review of Agenda**
5. **Business**
 - A. Vacant Lot Property Tax Ordinance (Council Discussion)
 - B. Annexation Update(Council Discussion)
 - C. Review of Rolling Agenda(Council Discussion)
 - D. Budget FY2027 (Council Discussion)
 - E. Greenwill (Legislative Update)
6. **Preliminary Approval of Next Meeting Agenda**
7. **Adjournment**

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

ARTICLE V. - VACANT PROPERTY REGISTRATION

Sec. 6-123. - Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

***BLIGHTED* MEANS THE CONDITION OF A BLIGHTED PROPERTY.**

***BLIGHTED PROPERTY* MEANS ANY BUILDING, STRUCTURE, OR PARCEL OF LAND, WHETHER OCCUPIED OR VACANT, THAT EXHIBITS SEVERE MAINTENANCE DEFICIENCIES, CONSTITUTES A NUISANCE, OR ENDANGERS PUBLIC HEALTH, SAFETY, OR WELFARE.**

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 the county and assigned a property tax account identification number that is assigned to one or more such units or parcels of land.

Occupied building or structure means any building or structure wherein one or more persons actually conducts a business or resides in all or any part of the building as the business occupant, or as the legal or equitable owner-occupant or tenant on a permanent, non-transient basis, or any combination of the same **CONSISTENT WITH APPLICABLE ZONING REGULATIONS AND PURSUANT TO A VALID USE AND OCCUPANCY PERMIT.** For purposes of this article, evidence offered to prove that a building is so occupied may include, but shall not be limited to, the regular receipt of delivery of regular mail through the United States Postal Service; proof of continual telephone, electric, gas, heating, water and sewer services; or a valid town ~~TOWN~~ business license **USE AND OCCUPANCY PERMIT.**

Owner means any person, partnership, limited liability company, corporation or other entity who, alone or jointly with others, shall have legal title to any premises, with or without accompanying actual possession thereof; or who shall have charge, care or control of any dwelling unit as a cooperative shareholder or as executor, administrator, trustee, receiver or guardian of the estate or as a mortgagee in possession, title or control, including, but not limited to, a bank or lending institution, regardless of how such possession, title or control was obtained.

~~***SUBSTANTIALLY VACANT* MEANS A BUILDING WHEREIN FORTY-FIVE PERCENT (45%) OR MORE OF THE GROSS FLOOR AREA OF ANY INDIVIDUAL FLOOR OF A BUILDING IS UNOCCUPIED, OR IF SUBSTANTIALLY ALL LAWFUL, PRODUCTIVE USE HAS CEASED.**~~

Vacant building or structure means a **ANY** building, ~~or~~ structure **OR DISTINCT PORTION THEREOF (INCLUDING INDIVIDUAL COMMERCIAL SUITES AND RESIDENTIAL DWELLING UNITS), where no person actually currently conducts a business or resides or lives in any part of the building or structure as the legal or equitable owner or tenant-occupant, or owner-occupant, or tenant on a permanent, non-transient basis** THAT IS NOT LEGALLY OCCUPIED BY ITS OWNER, A TENANT OR OTHER PERSON IN LAWFUL POSSESSION OR AT WHICH LAWFUL USE CONSISTENT WITH

APPLICABLE ZONING REGULATIONS HAS CEASED FOR A PERIOD IN EXCESS OF ONE HUNDRED TWENTY (120) CONSECUTIVE DAYS.

A BUILDING OR STRUCTURE THAT REMAINS FURNISHED, HAS UTILITIES CONNECTED OR IN USE, AND IS LOCATED ON PROPERTY THAT IS MAINTAINED IN ACCORDANCE WITH APPLICABLE PROPERTY MAINTENANCE STANDARDS WHILE THE OWNER IS ABSENT, SHALL NOT BE CONSIDERED VACANT UNLESS THE BUILDING OR STRUCTURE IS VACANT FOR A PERIOD GREATER THAN ONE YEAR.

A BUILDING OR STRUCTURE THAT IS UNDER ACTIVE CONSTRUCTION OR UNDERGOING ACTIVE REHABILITATION, RENOVATION OR REPAIR, AND THERE IS A VALID BUILDING PERMIT TO MAKE THE BUILDING FIT FOR OCCUPANCY THAT WAS ISSUED, RENEWED OR EXTENDED WITHIN SIX MONTHS OF THE DATE OF VACANCY SHALL NOT BE SUBJECT TO THE VACANT PROPERTY REGISTRATION REQUIREMENT OF THIS CHAPTER; PROVIDED, HOWEVER, THAT THE CESSATION OF ACTIVE CONSTRUCTION, REHABILITATION, REPAIR OR DEMOLITION ACTIVITY FOR MORE THAN 30 DAYS, UNLESS GOOD CAUSE IS SHOWN FOR THE CESSATION, WILL RESULT IN THE PROPERTY BEING DEEMED A VACANT PROPERTY AND SUBJECT TO THE REGISTRATION, SECURITY, AND MAINTENANCE REQUIREMENTS OF THIS CHAPTER.

A BUILDING THAT THE OWNER OR OWNER'S AGENT IS ACTIVELY TRYING TO SELL OR RENT (AS EVIDENCED BY A SIGN POSTED ON THE PROPERTY ADVERTISING THE PROPERTY FOR SALE OR RENT WITH CONTACT INFORMATION AND CURRENT TELEPHONE NUMBER, LISTING AGREEMENT WITH REALTY CONTACT INFORMATION, MRIS OR MLS ELECTRONIC LISTING, OR OTHER ADVERTISEMENT OF SALE OR RENT) SHALL NOT BE CONSIDERED A VACANT PROPERTY; PROVIDED, THAT THE TIME PERIOD FOR SALE OR RENT SHALL NOT EXCEED SIX MONTHS FROM THE INITIAL LISTING, OFFER OR ADVERTISEMENT OF SALE OR RENT.

Vacant developed property means a lot or parcel of land that has a vacant building except as provided in section 6-129.

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 department of assessments and taxation~~ **MARYLAND DEPARTMENT OF ASSESSMENTS AND TAXATION.**

Sec. 6-124. - Intent and scope.

The ~~board of commissioners~~ **COUNCIL** finds that the proliferation of vacant and abandoned buildings, structures, dwellings and lots in the town causes a deterioration of neighborhoods and **COMMERCIAL** areas within the town and has a negative impact on the value of property in close proximity to the vacant and abandoned buildings, structures, dwellings and lots. The ~~board~~ **COUNCIL** further finds that vacant and abandoned buildings, structures, dwellings and lots often cause a serious threat to the safety and welfare of the residents **AND VISITORS** of the town and erode

the quality of life of all who live and work in the town, and such properties are frequently places of infestation of rodents, vermin, insects, wild animals and other health-threatening creatures and diseases, provide shelter to criminals and vagrants who use such places to evade the police and to conduct illicit activities, and are a nuisance to children and adults alike. **IT IS THEREFORE THE INTENT OF TOWN OF UPPER MARLBORO, THROUGH THE ADOPTION OF THIS ARTICLE TO ESTABLISH A VACANT PROPERTY REGISTRATION PROGRAM AS A WAY TO PROTECT RESIDENTIAL AND COMMERCIAL NEIGHBORHOODS FROM BECOMING BLIGHTED THROUGH LACK OF ADEQUATE MAINTENANCE AND FOR THE SECURITY OF VACANT PROPERTIES.**

Sec. 6-125. - Annual registration of vacant buildings or lots; local agent; registration fees.

(a) *Vacant building or lot registration.* ~~Any~~ **AN** owner of any building, ~~STRUCTURE~~ or lot which has been vacant for more than 120 consecutive days **OR IS DECLARED TO BE A BLIGHTED PROPERTY** shall file **A VACANT BUILDING OR LOT REGISTRATION** with the town ~~administrator~~ **MANAGER** or **THEIR** designee ~~a vacant building or lot registration~~. Said ~~registration~~ **REGISTRATION** shall be ~~in~~ **ON** a form prescribed by the town ~~administrator~~ **MANAGER**, which shall include the street address and parcel number of each such vacant **OR BLIGHTED** building or lot, the names and addresses of all owners, in accordance with subsections (a)(1) through (7) of this section, and any other information deemed necessary by the town ~~administrator~~ **MANAGER**. In no instance shall the registration of a vacant **OR BLIGHTED** building or lot and the payment of registration fees be construed to exonerate the owner, agent or responsible party from responsibility for compliance with any other building code or town ordinance ~~requirement~~ **REQUIREMENTS**. The registration fee, as required herein, shall be billed by the town ~~treasurer~~ **MANAGER** or **THEIR** designee and shall be paid by January 1 of each **CALENDAR** year. For purposes of this article, the following shall also be applicable:

- (1) If the owner is a corporation, the names and addresses of the officers of the corporation shall be provided, **ALONG WITH THEIR PHONE NUMBERS AND EMAIL ADDRESSES**, and shall be accompanied by the name of the resident agent filed with the ~~state department of assessments and taxation~~ **STATE DEPARTMENT OF ASSESSMENTS AND TAXATION**;
- (2) If the owner is a limited liability company, the name and address of the managing member **ALONG WITH THEIR PHONE NUMBER AND EMAIL ADDRESS**, shall be provided;
- (3) If the owner is an estate, the name and address of the executor or administrator of the estate **ALONG WITH THEIR PHONE NUMBER AND EMAIL ADDRESS**, shall be provided;

- (4) If the owner is a trust, the name and address of all trustees or grantors **ALONG WITH THEIR PHONE NUMBER AND EMAIL ADDRESS**, shall be provided;
- (5) If the owner is a partnership, the names and addresses of all partners with an interest of ten percent or greater **ALONG WITH THEIR PHONE NUMBERS AND EMAIL ADDRESSES**, shall be provided;
- (6) If the owner is any other form of unincorporated association, the names and addresses of all principals or co-owners with an interest of ten percent or greater, **ALONG WITH THEIR PHONE NUMBERS AND EMAIL ADDRESSES**, shall be provided; or
- (7) If the owner is an individual person, the name, **PHONE NUMBER, EMAIL ADDRESS**, and **MAILING** address of that individual person shall be provided.

(b) *Local agent.*

- (1) If none of the persons listed in subsections (a)(1) through (7) are within the state, the registration statement also shall provide the name, **PHONE NUMBER, EMAIL ADDRESS**, and **MAILING** address of a person who resides within the ~~state~~ **STATE OF MARYLAND** and who is authorized to accept service of process on behalf of the owners.
- (2) The registration statement shall designate a responsible, local party or agent for purposes of notification in the event of an emergency affecting the public health, safety or welfare.

(c) *ANNUAL REGISTRATION Fee.*

- (1) The owner of any vacant property **OR PROPERTY DECLARED TO BE BLIGHTED THAT IS** located within the corporate limits of the town shall ~~be responsible to~~ register **THE PROPERTY** and pay ~~the AN~~ annual nonrefundable registration fee ~~of \$250.00~~ **ESTABLISHED IN TABLE 1, FEE SCHEDULE, BELOW**; thereafter, ~~said~~ **THE ANNUAL REGISTRATION** fee shall be billed by the town ~~treasurer~~ annually on **OR BEFORE** November 1. ~~The board~~ **COUNCIL** may revise or increase registration fees established under this article, provided such fee does not exceed \$750.00.

TABLE 1: FEE SCHEDULE:

YEARS VACANT/BLIGHTED	ANNUAL REGISTRATION FEE
YEAR 1	\$500.00

YEAR 2	\$1,000.00
YEAR 3	\$2,000.00
YEAR 4	\$4,000.00
YEAR 5 AND EACH SUBSEQUENT YEAR	\$8,000.00

THE CONSECUTIVE YEARS OF VACANCY SHALL NOT BE PRO-RATED, RESET, OR ALTERED BY THE SALE, TRANSFER, OR CONVEYANCE OF THE PROPERTY TO A NEW OWNER, OR THE TRANSFER OF THE PROPERTY INTO A TRUST, LIMITED LIABILITY COMPANY, OR OTHER CORPORATE ENTITY. THE NEW OWNER ACQUIRES OWNERSHIP OF THE PROPERTY AT ITS CURRENT TIER ON THE FEE SCHEDULE.

- (2) One vacant **OR BLIGHTED** building or lot registration may be filed to include all vacant buildings situated upon a single property of an owner so registering or on a series of abutting or adjoining vacant lots. ~~The fee of \$250.00 shall apply to the property upon which the buildings are situated or multiple vacant lots adjoining one another.~~ A separate fee ~~need not~~ **SHALL** be paid for each building upon a single property ~~or~~ **AND** for ~~more than one~~ **EACH** lot in a series of abutting or adjoining vacant lots.

(d) VACANT BUILDING OR STRUCTURE OR BLIGHTED PROPERTY PLAN

- 1. THE OWNER OF ANY VACANT OR BLIGHTED PROPERTY LOCATED WITHIN THE CORPORATE LIMITS OF THE TOWN SHALL SUBMIT A VACANT BUILDING PLAN WITHIN THIRTY (30) CALENDAR DAYS OF REGISTERING THE PROPERTY. THE PLAN SHALL CONTAIN THE FOLLOWING:**
 - a. A SCHEDULE FOR A TOWN CODE ENFORCEMENT OFFICER TO ENTER THE PROPERTY NO LESS THAN FREQUENTLY THAN ANNUALLY TO DETERMINE THAT, FROM EVIDENCE ON THE INTERIOR, THE STRUCTURE IS IN GOOD REPAIR, STRUCTURALLY SOUND AND SANITARY, AND WEATHERPROOF.**
 - b. A PLAN TO REPAIR ANY DOORS, WINDOWS, OR OTHER OPENINGS WHICH ARE BOARDED UP OR OTHERWISE SECURED BY ANY MEANS OTHER THAN CONVENTIONAL METHODS USED IN THE DESIGN OF THE BUILDING OR PERMITTED FOR NEW CONSTRUCTION OF SIMILAR TYPE. THE PROPOSED REPAIR SHALL RESULT IN OPENINGS SECURED BY CONVENTIONAL METHODS USED IN THE DESIGN OF THE BUILDING OR BY METHODS PERMITTED FOR NEW CONSTRUCTION OF SIMILAR TYPE.**

- c. **FOR BUILDINGS AND PROPERTY THAT ARE IDENTIFIED AS BEING A PUBLIC NUISANCE OR CONTAINING DEFECTS WHICH CONSTITUTE A PUBLIC NUISANCE, THEN THE VACANT BUILDING PLAN SHALL CONTAIN A PLAN OF ACTION TO REMEDY SUCH PUBLIC NUISANCE(S).**
- d. **FOR EACH OF THE ABOVE, A SCHEDULE SHALL BE SUBMITTED IDENTIFYING A DATE OF COMMENCEMENT OF REPAIRS AND DATE OF COMPLETION OF REPAIRS FOR EACH IMPROPERLY SECURED OPENING AND IDENTIFIED DEFECT.**
- e. **WHENEVER THE OWNER PROPOSES TO DEMOLISH THE VACANT OR BLIGHTED BUILDING, THEN THE OWNER SHALL SUBMIT A PLAN AND TIME SCHEDULE FOR SUCH DEMOLITION AND OBTAIN THE PERMIT(S) REQUIRED BY THE LAWS OF THIS TOWN, PRINCE GEORGE'S COUNTY, OR THE STATE OF MARYLAND.**
- f. **A PLAN OF ACTION TO MAINTAIN THE BUILDING AND PREMISES IN CONFORMANCE WITH ALL REGULATIONS OF THIS CHAPTER.**
- g. **THE OWNER OR AGENT OF THE REGISTERED BUILDING SHALL PLACE A TOWN-PROVIDED IDENTIFICATION PLACARD ON THE BUILDING'S EXTERIOR AS DIRECTED BY THE TOWN MANAGER SO AS TO BE CLEARLY VISIBLE FROM THE NEAREST PUBLIC RIGHT-OF-WAY. SUCH IDENTIFICATION PLACARD SHALL BE KEPT IN READABLE CONDITION BY THE OWNER OR AGENT, AND SHALL PROVIDE THE FOLLOWING INFORMATION:**
 - 1. **OWNER'S NAME,**
 - 2. **ADDRESS,**
 - 3. **PHONE NUMBER, AND**
 - 4. **EXPIRATION DATE OF REGISTRATION.**

THE TOWN MANAGER MAY REQUIRE REMOVAL OF ALL OTHER SIGNAGE AND ~~AND GRAFFITI AT THE OWNER'S EXPENSE.~~

- 2. **IF THE PROPOSED VACANT BUILDING PLAN COMPLIES WITH ALL APPLICABLE STANDARDS AND REGULATIONS, THE TOWN MANAGER SHALL APPROVE IT. IF THE TOWN MANAGER APPROVES THE PLAN, NOTICE SHALL BE SENT TO THE OWNER OR AGENT OF THE VACANT OR BLIGHTED BUILDING OR STRUCTURE.**
 - (A) Appeal rights. The owner shall have the right to appeal the imposition of the registration fees to the ~~board of commissioners~~ **TOWN MANAGER** upon filing an application in writing ~~to~~ **WITH** the town ~~administrator~~ **CLERK** no later than 30 calendar days from the date of the billing statement.

On appeal, the owner shall bear the burden of providing proof that the building is occupied, or the lot is improved with a building or assessed structure. The decision of the ~~board~~ **TOWN MANAGER** may not be appealed as an administrative agency decision by filing a petition for judicial review but shall be enforced pursuant to [section 6-131](#).

(b) One-time waiver of registration fee. A one-time waiver of the registration fee for up to 90 days may be granted by the town ~~administrator~~ **MANAGER** upon application of the owner and upon review and advice of the town attorney, within 30 calendar days from the date of the bill for the registration fee, or if denied by the town ~~administrator~~ **MANAGER**, ~~upon appeal to the board~~, if the owner:

a. Demonstrates with satisfactory proof that said owner is in the process of demolition, rehabilitation, or other substantial repair of the vacant **OR BLIGHTED** building; and demonstrates the anticipated length of time for the demolition, rehabilitation, or other substantial repair of the vacant **OR BLIGHTED** building; or

b. Demonstrates that said owner is actively attempting to sell or lease the property during the vacancy period; ~~and~~ **OR**

c. **DEMONSTRATES THAT THE PROPERTY WAS RECENTLY DAMAGED BY FIRE, WEATHER, OR NATURAL DISASTER WITHIN THE LAST 120 DAYS, AND THE OWNER IS ACTIVELY WORKING WITH INSURANCE OR CONTRACTORS TO REMEDIATE THE DAMAGE; AND**

D. Is current on all registration fees and all other financial obligations and/or debts owed to the town which are associated with the vacant property.

SEC. 6- ____ . - MAINTENANCE STANDARDS.

VACANT BUILDINGS, STRUCTURES AND LOTS, AS WELL AS BLIGHTED PROPERTIES, SHALL BE SUBJECT TO THE TOWN’S PROPERTY MAINTENANCE STANDARDS, TOWN CODE, CHAPTER 6, ARTICLE III. THE OWNER OF A VACANT PROPERTY SHALL MAINTAIN ANY VACANT STRUCTURE ON THE PROPERTY IN ACCORDANCE WITH THE PROPERTY MAINTENANCE STANDARDS.

AN ALTERNATIVE PROVISION:

SEC. 6- VACANT PROPERTY MAINTENANCE AND SECURITY REQUIREMENTS.

A. MAINTENANCE REQUIREMENTS. THE RESPONSIBLE PARTY OF A VACANT PROPERTY AND THE OWNER OR OWNER’S AGENT OF A VACANT PROPERTY SHALL COMPLY WITH THE FOLLOWING MAINTENANCE REQUIREMENTS:

1. THE EXTERIOR OF THE PROPERTY SHALL BE KEPT FREE OF WEEDS, DRY BRUSH, DEAD VEGETATION, TRASH, JUNK, DEBRIS, BUILDING MATERIALS, ANY ACCUMULATION OF NEWSPAPERS, CIRCULARS, FLYERS, NOTICES, EXCEPT THOSE REQUIRED BY FEDERAL, STATE OR LOCAL LAW, DISCARDED PERSONAL ITEMS INCLUDING BUT NOT LIMITED TO FURNITURE, CLOTHING, LARGE AND SMALL APPLIANCES, PRINTED MATERIAL OR ANY OTHER ITEMS THAT GIVE THE APPEARANCE THAT THE PROPERTY IS VACANT AND ABANDONED.

2. THE PROPERTY SHALL BE MAINTAINED FREE OF GRAFFITI, TAGGING OR SIMILAR MARKINGS BY REMOVAL OR PAINTING OVER WITH AN EXTERIOR GRADE PAINT THAT MATCHES THE COLOR OF THE EXTERIOR OF THE STRUCTURE.

3. ALL VISIBLE FRONT AND SIDE YARDS SHALL BE LANDSCAPED AND PROPERLY MAINTAINED DURING THE VACANCY OF THE PROPERTY. LANDSCAPING INCLUDES, BUT IS NOT LIMITED TO, GRASS, GROUND COVERS, BUSHES, SHRUBS, HEDGES OR SIMILAR PLANTINGS. MAINTENANCE INCLUDES, BUT IS NOT LIMITED TO, CUTTING, PRUNING AND MOWING OF REQUIRED LANDSCAPE AND REMOVAL OF ALL TRIMMINGS.

4. POOLS, SPAS, AND OTHER WATER FEATURES SHALL BE KEPT IN WORKING ORDER SO THE WATER REMAINS CLEAR AND FREE OF POLLUTANTS AND DEBRIS OR DRAINED AND KEPT DRY. PROPERTIES WITH POOLS AND/OR SPAS MUST COMPLY WITH APPLICABLE SECURITY FENCING REQUIREMENTS.

B. SECURITY REQUIREMENTS. THE RESPONSIBLE PARTY OF A VACANT PROPERTY AND THE OWNER OR OWNER'S AGENT OF A VACANT PROPERTY SHALL MAINTAIN THE PROPERTY IN A SECURE MANNER SO AS NOT TO BE ACCESSIBLE TO UNAUTHORIZED PERSONS. ALL VACANT PROPERTY SHALL BE DEEMED ADEQUATELY PROTECTED FROM INTRUSION BY TRESPASSERS AND FROM DETERIORATION BY THE WEATHER IF:

1. BUILDING OPENINGS. DOORS, WINDOWS, AREAWAYS AND OTHER OPENINGS ARE WEATHER TIGHT AND SECURED AGAINST ENTRY BY BIRDS, VERMIN, AND TRESPASSERS. MISSING OR BROKEN DOORS, WINDOWS AND OPENING COVERINGS ARE COVERED WITH AT LEAST ONE-HALF INCH OF CDX PLYWOOD COMPLETELY PAINTED IN ACCORDANCE WITH THE PREDOMINANT TONE OF THE BUILDING, WEATHER PROTECTED, TIGHTLY FITTED TO THE OPENING AND SECURED BY SCREWS OR BOLTS.

2. ROOFS. THE ROOF AND FLASHINGS ARE SOUND, TIGHT, WILL NOT ADMIT MOISTURE, AND DRAINED TO PREVENT DAMPNES OR DETERIORATION IN THE WALLS OR INTERIOR.

3. DRAINAGE. THE BUILDING GUTTERS AND DOWNSPOUTS ARE WATERTIGHT AND ENTIRE STORM DRAINAGE SYSTEM IS ADEQUATELY SIZED, INSTALLED IN AN APPROVED MANNER, FUNCTIONAL AND DISCHARGED IN AN APPROVED MANNER.

4. EXTERIOR BUILDING STRUCTURE. THE BUILDING IS MAINTAINED IN GOOD REPAIR, STRUCTURALLY SOUND, FREE FROM DEBRIS, RUBBISH AND GARBAGE, AND SANITARY, WALKING SURFACES AND STAIRS ARE STRUCTURALLY SOUND, SO AS NOT TO POSE A THREAT TO THE PUBLIC HEALTH OR SAFETY.

5. STRUCTURAL MEMBERS. THE STRUCTURAL MEMBERS ARE FREE OF DETERIORATION AND CAPABLE OF SAFELY BEARING IMPOSED DEAD AND LIVE LOADS.

6. FOUNDATION WALLS. THE FOUNDATION WALLS ARE PLUMB, FREE FROM OPEN CRACKS AND BREAKS, AND RAT-PROOF.

7. EXTERIOR WALLS. THE EXTERIOR WALLS ARE FREE OF HOLES, BREAKS, AND LOOSE OR ROTTING MATERIALS. EXPOSED METAL AND WOOD SURFACES ARE PROTECTED FROM THE ELEMENTS AND AGAINST DECAY OR RUST BY PERIODIC APPLICATION OF WEATHER COATING MATERIALS, SUCH AS PAINT OR SIMILAR SURFACE TREATMENT.

8. STRUCTURE EXTENSIONS. ALL BALCONIES, PORCHES, CANOPIES, MARQUEES, SIGNS, METAL AWNINGS, CORNICES, STAIRWAYS, FIRE ESCAPES, STANDPIPES, EXHAUST DUCTS AND SIMILAR FEATURES ARE IN GOOD REPAIR, ANCHORED, SAFE AND SOUND. EXPOSED METAL AND WOOD SURFACES ARE PROTECTED FROM THE ELEMENTS AND AGAINST DECAY OR RUST BY PERIODIC APPLICATION OF WEATHER COATING MATERIALS, SUCH AS PAINT OR SIMILAR SURFACE TREATMENT.

9. CHIMNEYS AND TOWERS. CHIMNEYS, COOLING TOWERS, SMOKESTACKS, AND SIMILAR APPURTENANCES ARE STRUCTURALLY SAFE. EXPOSED METAL AND WOOD SURFACES ARE PROTECTED FROM THE ELEMENTS AND AGAINST DECAY OR RUST BY PERIODIC APPLICATION OF WEATHER COATING MATERIALS, SUCH AS PAINT OR SIMILAR SURFACE TREATMENT.

10. SIDEWALK OPENINGS. YARD, WALKS, STEPS, AND OPENINGS IN SIDEWALKS ARE SAFE FOR PEDESTRIAN TRAVEL AND SNOW AND ICE ARE REMOVED FROM SIDEWALKS ADJOINING THE PROPERTY.

11. ACCESSORY AND APPURTENANT STRUCTURES. ACCESSORY AND APPURTENANT STRUCTURES SUCH AS GARAGES, SHEDS, AND FENCES ARE FREE FROM SAFETY AND HEALTH HAZARDS.

12. PREMISES. THE PREMISES ON WHICH A STRUCTURE IS LOCATED IS CLEAN, SAFE AND SANITARY, MAINTAINED FREE OF WEEDS, JUNK VEHICLES, AND LITTER, AND DOES NOT POSE A THREAT TO THE PUBLIC HEALTH OR SAFETY.

C. INSPECTIONS. VACANT PROPERTY AND BLIGHTED PROPERTY REQUIRED TO BE REGISTERED IN ACCORDANCE WITH THIS CHAPTER SHALL BE INSPECTED BY THE OWNER OR OWNER'S AGENT OR BY THE RESPONSIBLE PARTY ON A MONTHLY BASIS TO DETERMINE IF THE PROPERTY IS IN COMPLIANCE WITH THE REQUIREMENTS OF THIS CHAPTER.

Sec. 6-126. - ~~One-year waiver.~~ EVIDENCE OF AND PRESUMPTION OR DETERMINATION OF VACANCY.

~~Upon application by the owner and satisfaction of [section 6-125\(c\)\(4\)](#), the town administrator may grant a one-time, one-year waiver of the registration fee, or if denied by the town administrator, upon appeal to the board, if the owner is a nonprofit or tax-exempt organization.~~

- A. A BUILDING, STRUCTURE, OR PORTION THEREOF SHALL BE LEGALLY PRESUMED VACANT OR BLIGHTED IF THE CODE OFFICIAL OBSERVES ONE OR MORE OF THE FOLLOWING CONDITIONS:
 - 1. DOORS, WINDOWS, OR OTHER PRIMARY OPENINGS ARE BOARDED UP WITH PLYWOOD OR OTHER MATERIALS, UNHINGED, BROKEN, OR OTHERWISE UNSECURED; OR**
 - 2. A PARTIALLY CONSTRUCTED OR DEMOLISHED STRUCTURE THAT HAS BEEN ABANDONED FOR MORE THAN 180 DAYS.****

- B. TOWN CODE ENFORCEMENT OFFICIALS SHALL CONSIDER THE FOLLOWING FACTORS IN DETERMINING WHETHER A BUILDING, STRUCTURE OR PORTION THEREOF IS VACANT:
 - 1. THE PROPERTY LACKS ACTIVE, LEGALLY ESTABLISHED UTILITY SERVICES (INCLUDING BUT NOT LIMITED TO WATER, SEWER, OR ELECTRICITY) NECESSARY FOR SAFE OCCUPANCY FOR GREATER THAN 120 DAYS; OR**
 - 2. THE PROPERTY HAS BEEN CITED FOR PROPERTY MAINTENANCE VIOLATIONS AND NO CORRECTIVE ACTION HAS BEEN TAKEN BY THE OWNER FOR A PERIOD OF 120 DAYS; OR**
 - 3. ACCUMULATION OF MAIL, NEWSPAPERS, OR CIRCULARS; OR****

4. ACCUMULATION TRASH, DEBRIS, OR OVERGROWN/DEAD VEGETATION; OR
 5. STATEMENTS FROM NEIGHBORS, DELIVERY AGENTS, OR GOVERNMENT OFFICIALS THAT THE PROPERTY IS VACANT; OR
 6. THE PROPERTY ATTRACTS ILLEGAL ACTIVITY AS DOCUMENTED BY POLICE CALLS FOR SERVICE, CONSTITUTES A FIRE HAZARD, OR HAS RESULTED IN THE CANCELLATION OF ADJACENT PROPERTIES' INSURANCE POLICIES; OR
 7. ABSENCE OF FURNISHINGS.
- C. IF A PROPERTY IS DETERMINED TO BE VACANT OR BLIGHTED BY THE CODE ENFORCEMENT OFFICIAL BASED ON THE EVIDENCE ABOVE, THE BURDEN OF PROOF TO REBUT THIS PRESUMPTION RESTS ENTIRELY WITH THE PROPERTY OWNER. THE OWNER MUST PROVIDE TANGIBLE PROOF OF ACTIVE, LAWFUL OCCUPANCY, WHICH MAY INCLUDE CONSECUTIVE MONTHS OF ACTIVE UTILITY BILLS, VALID AND ACTIVE LEASE AGREEMENTS ACCOMPANIED BY PROOF OF RENT PAYMENT, OR A CURRENT, ACTIVE BUSINESS LICENSE DEMONSTRATING CONTINUOUS OPERATION AT THE PREMISES.

Sec. 6-127. - Delinquent registration fees as a lien.

(a) After the owner is given notice of the amount of the registration fee due, except for those owners that have ~~properly perfected~~ **BEEN GRANTED** an appeal as provided in [section 6-125\(c\)\(3\)](#), and the owner fails to pay the amount due, said amount shall constitute a debt due and owing to the town.

(b) Any registration fees, when accrued or overdue, pursuant to this article, and any penalties assessed hereto shall be considered a lien in favor of the town on the applicable property and may be collected and enforced in the same manner as delinquent or accrued real property taxes.

Sec. 6-128. - Duty to amend registration statement.

If the status of the registration information changes during the course of any calendar year, it is the responsibility of the owner, responsible party or agent for the same to contact the town ~~administrator~~ **MANAGER** or designee within 30 days of the occurrence of such changes and advise the town ~~administrator~~ **MANAGER** in writing of those changes.

Sec. 6-129. - Exceptions.

This article shall not apply to any building or lot owned by the United States, the ~~state~~ **STATE OF MARYLAND**, the ~~county~~ **PRINCE GEORGE'S COUNTY**, nor to any of their respective agencies ~~or political subdivisions~~.

Sec. 6-130. - Duty of town ~~administrator~~ MANAGER to maintain and notify.

The town ~~administrator~~ **MANAGER** or designee shall maintain the vacant **AND BLIGHTED** building or lot registrations in the normal course of business and shall notify the town chief of police who shall notify local fire and ambulance services of all locations on the registry.

Sec. 6-131. - Enforcement.

(a) *Penalties for offenses.* Any owner, or agent of an owner acting on behalf of the owner, who fails to register a vacant **OR BLIGHTED** building or lot or to pay any fees required to be paid pursuant to the provisions of this article, within 30 days after they become due, shall constitute a municipal infraction violation punishable, upon conviction thereof, by a fine in the amount of ~~\$1,000.00~~ **\$2,000.00** for each failure to register, or for each failure to pay a required vacant **OR BLIGHTED** building or lot registration fee.

(b) *Other enforcement.* The registration of a vacant **BLIGHTED** building or vacant lot or absence thereof shall not preclude action by the town to obtain a court order to force abatement, maintenance or removal of a public nuisance or any other violation found on any vacant lot or building pursuant to any other provisions of this Code or other law. The town shall have the right to remove litter, trash, noxious weeds, tall grass, or unsanitary or flammable waste materials and to do such other maintenance or work as is necessary to bring the property into compliance with the general ordinances of the town. The cost of these actions shall be paid for by the owner. The town shall send the owner an invoice or bill for the costs of such work by certified mail, return receipt requested, and by regular mail to the owner's last known address or by any other means reasonably calculated to bring the bill to the owner's attention. Should the owner fail to pay the bill within one month after it is presented or mailed, the costs shall be considered a lien against the property and may be collected in the same manner as real property taxes. Nothing in this article shall be construed to limit the town from seeking any other legal damages or equitable and declaratory relief permitted by law to enforce this Code in a court of competent jurisdiction in the state.

Sec. 6-132. - Violations.

Unless provided otherwise, any violation of this article shall be deemed a municipal infraction. The penalty for such violation shall be a ~~\$250.00~~ **\$1,000.00** fine for an initial offense together with a suspension of the license for no more than 90 days and ~~\$500.00~~ **\$2,000.00** for each repeat offense together with a revocation of the license. Each day any violation continues shall be a separate offense.

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TOWN COUNCIL

Mayor Charles J. Colbert • Vice Mayor Derrick F. Brooks • Councilmember Sarah A. Franklin • Councilmember Karen H. Lott
• Councilmember Joseph Hourcle'

OFFICE OF THE TOWN MANAGER

TO: Town Council
FROM: Clayton Anderson, Town Manager
DATE: May 12, 2026
RE: Annexation Update

Staff Report to Council

I. Purpose

The purpose of this report is to provide the Mayor and Council with an updated status of the current annexation proceedings, including modifications to the annexation boundary map and associated budgetary considerations.

II. Background

In 2022, the original annexation map was adopted, incorporating a broader geographic area intended for annexation into the municipality. Since that time, the annexation process has experienced delays which have impacted the town's ability to satisfy the statutory assessed value threshold required to proceed with annexation of the originally proposed area.

III. Current Annexation Map – Revised Boundary

Staff worked to draft a revised annexation boundary map that satisfies statutory requirements. Under the current map, the town meets the assessed value threshold for the proposed annexation area.

- **Areas Removed from the Original Annexation Boundary**
 - **Peerless Avenue** – removed in its entirety
 - **Celestial Court** – areas removed
 - **Dust Stream Terrace** – areas removed
 - **Select properties along Largo Road** – certain parcels removed
 - **Tranrail Dr.** – areas removed
 - **Perseus Ct.** – removed in its entirety

- **Roadway Inclusions**

- Largo Road – roadway annexed up to Kent Drive
 - Marlboro Pike – roadway annexed to the intersection of Old Marlboro Pike
-

IV. Public Safety

As part of the annexation, the following automated traffic enforcement measures are planned for the annexed roadways:

- Red Light Cameras – to be installed at the intersection of Marlboro Pike and MD Route 301
- Residential Speed Cameras – additional units to be deployed along Largo Road

The cameras are intended to enhance public safety in the newly annexed corridors and are expected to generate supplemental municipal revenue.

V. Budgetary Projections and Considerations

Director Bond and Chief Burse have provided the Council with budgetary projections and fiscal considerations associated with the revised annexation area, including projected revenues and service delivery costs. Please refer to the attached materials from Director Bond and Chief Burse for the full analysis.

[Attachment: Budgetary Projections – Director Bond] [Attachment: Budgetary Considerations – Chief Burse]

VI. Next Steps

The next steps in the annexation process begin with the surveyor delivering the updated boundary map, which will be used to draft a resolution for Council approval describing the area to be annexed and any applicable conditions. The next steps are as follows:

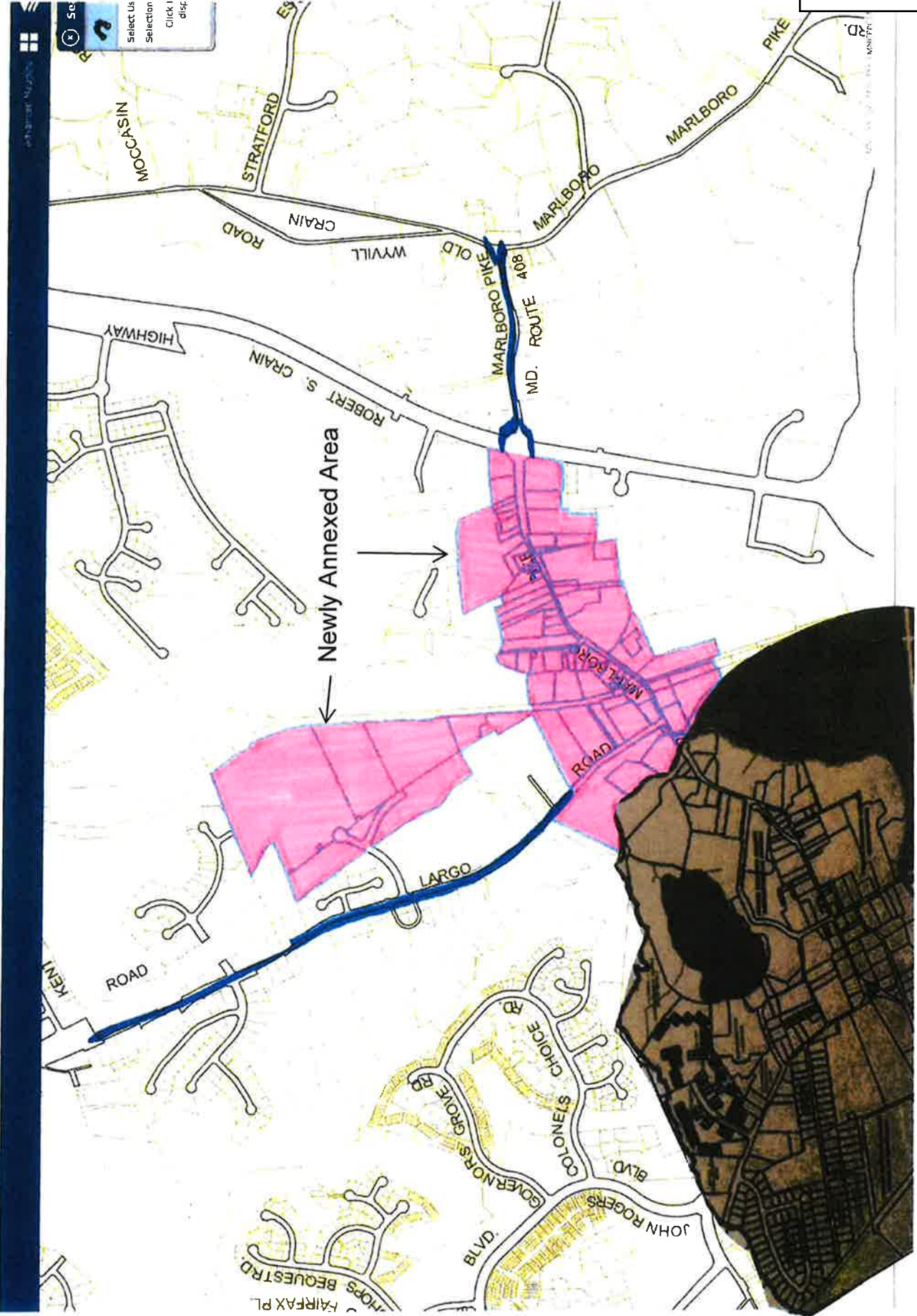
- Introduce annexation resolution
 - Prepare annexation plan for the county to review
 - Publish the notice 4 times at weekly intervals
 - Public Hearing
-

ORIGINAL 2022 ANNEXATION MAP
TOWN OF UPPER MARLBORO

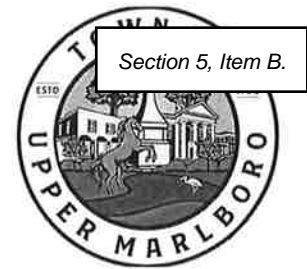


CURRENT 2026 ANNEXATION MAP

- 31 x
- lem. x
- hov. x
- tem. x
- 1,dr. x
- Mar. x
- Rele. x
- Sker. x
- Emb. x
- How. x
- Plan. x
- Our. x
- Edu. x
- Who. x
- 202. x
- MyC. x
- The. x
- PGA. x
- Exp. x
- Shorline
- Maps
- Chesapeake Beach
- Oxford
- Adobe Acrobat Ho



Newly Annexed Area



Date: Wednesday, April 22, 2026
To: Town Council
From: Darnell Bond, Director of Public Works
Subject: Annexation Projections

Services based on 20 additional households
rateXhouseholdsX52weeks

Refuse Services

Trash collection per household $\$18.50 \times 20 \times 52 = \$19,240$
Recycling collection per household $\$ 2.75 \times 20 \times 52 = \$2,860$

Projected bulk costs \$2,000 est
Projected yard waste totals \$ \$1,200

Truck rentals (**going to be a hot ticket item early on**) \$120 per occurrence

Abatements - +/- \$1,100 per occurrence

Staffing needs

2 employees - \$145,000 per year (**est 60k each + benefits**)
Uniforms -\$2,200

Fuel

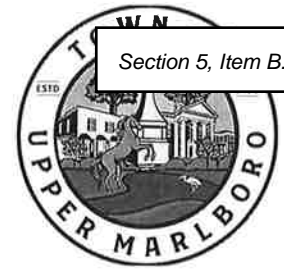
$\$100 \text{wk} \times 52 = \$5,200$

Maintenance \$6,000 – Would consist of litter patrol, grass cutting, any beautification efforts, etc as there is no assumption of roadways.

Capital Expenditures

Attenuator Trailer \$37,500 (**budgeted FY-26 at \$12.5k/year**)
Two fully outfitted F-250 Pick- up trucks - \$146,000

The County may request assistance for snow removal on County owned roadways in advance in the upcoming year(s).



(Any growth past this point will need an additional Dump truck)

Larger Yard / storage space \$35,000 – There is currently not adequate parking for employees or equipment on site. Employees face fines and or towing from the lot next door when we have a large delivery or a significant adjustment in the yard. Also, employees are often blocked in the yard by day care attendees illegally parking.

Entrance signs - \$25,000 est based on need to establish new boundaries and desire to update existing wayfinding.

Total estimated first year investment **-\$427,200** not including overtime, truck rentals, or abatements.

Public Safety Annexation Growth Plan

The following projections outline the anticipated public safety needs associated with the proposed annexation. In 2025, the incorporated town limits recorded 352 calls for service, while the proposed annexation area generated an additional 350 calls, nearly doubling the current service demand. To maintain adequate response levels, the Town will need to invest in additional personnel and equipment.

It is worth noting that the expansion of the speed camera program presents an opportunity to offset a portion of these costs. Through the end of April, the program has already collected approximately \$720,000.

Plan A:

This plan would consist of hiring 3 additional police officers, 1 additional sergeant and 1 captain. Each officer would need to be completely outfitted with uniforms, equipment and a police vehicle. See below cost.

The total number of officers in patrol would be 2 sergeants and 5 officers working Monday - Friday from 8am to 11pm. Saturday and Sunday would be covered by a floating partial midday and evening 8-hour shift paid with overtime and standby pay. The captain will assist the Chief with the day-to-day operations of the police department and managing the patrol officers.

Estimated cost for new law enforcement personnel:

- 5 marked police vehicles totally outfitted- \$375,000
- 5 vehicle computers- \$25,000
- 5 officers- 3 patrol officers, 1sergeant and 1 captain salaries- \$404,000
- 5 portable radios- \$30,000
- 5 officer backgrounds- \$13,000
- 5 officer weapons & duty equipment & uniforms- \$17,500
- 5 Taser's and Body Camera's- \$16,000/yr
- Overtime \$25,000/yr
- Standby pay \$15,000/yr
- Total \$920,500
- \$460,000 of this is ongoing yearly cost – salaries and overtime

Plan B:

This plan consists of hiring 6 additional police officers, one additional sergeant, and one captain for a total of 8 new law enforcement personnel. All 8 would need to be outfitted with police uniforms, equipment, and a vehicle. See estimated cost below.

The law enforcement officers will be divided into four squads with each squad including a sergeant and 4 officers covering 7 days a week. One squad would work Monday – Thursday and another squad Friday – Monday in shifts from 6am to 4pm and 3pm – 1am. Each sergeant would work with their squad from 11am – 8pm and would be on standby pay during their off hours for their entire 4-day shift. The captain will assist the Chief with the day-to-day operations of the police department and managing the patrol officers.

Estimated cost for new law enforcement personnel:

8 marked police vehicles totally outfitted- \$600,000

8 vehicle computers - \$40,000

8 officers- 6 patrol officers, 1 supervisor and 1 captain salaries - \$528,000

8 portable radios - \$40,000

8 officer backgrounds - \$20,000

8 officer weapons & duty equipment & uniforms- \$28,000

8 tasers and body cameras - \$20,000/yr

Overtime - \$25,000/yr

Standby pay - \$15,000/yr

Total \$1,316,000

\$583,000 of this is ongoing yearly cost – salaries, overtime and standby pay

1 unmarked police vehicle already in FY27 budget \$72,000 to be financed over 4 years

Topic/Issue	Type	Description	Requested by	Status	Target Meeting Date	Notes/Next Steps
Vacant Property	Ordinance	Proposed Changes to the Town's Vacant Property ordinance	Franklin	In Progress	5/12/2026	TA Ruff providing commentary for Council discussion
Ethics	Ordinance	Discussion of conflicts of interest definitions	Lott	Pending		
Homelessness	Discussion	Discussion of resources available for unhoused individuals	Lott	Pending		
AI Governance	Discussion	Implementing guardrails around the use of AI in Town business	Colbert	Pending		
Document Retention and Comms Strategy	Discussion	Revising and updating the Town's document retention policy and communications strategy	Hourclé	Pending		

Status Definitions:

- Pending – Requested, not yet scheduled
- Scheduled – Assigned to a specific meeting date for consideration
- Deferred – Postponed for future consideration
- In Progress – Staff actively preparing materials
- Completed – Discussed and Concluded
- Cancelled – No longer to be discussed

Priority & Scheduling Buckets

Immediate (Next 1–2 Meetings):

- Time-sensitive ordinances

- Grant deadlines
- Contract approvals

Near-Term (Next 60–90 Days)

- Budget work sessions
- Public hearings requiring notice periods
- Development proposals

Long-Term / Strategic

- Comprehensive plan updates
- Economic development strategy
- Major infrastructure planning

TOWN OF UPPER MARLBORO

Section 5, Item D.

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TOWN COUNCIL

Mayor Charles J. Colbert • Vice Mayor Derrick F. Brooks • Councilmember Sarah A. Franklin • Councilmember Karen H. Lott
• Councilmember Joseph Hourcle'

OFFICE OF THE TOWN MANAGER

TO: Town Council
FROM: Clayton Anderson, Town Manager *CA*
DATE: May 12, 2026
RE: Budget Update

Staff Report to Council

Budget Summary

The following is a summary of budget updates for Fiscal Year 2027, reflecting expenditure and revenue changes as of the last regular meeting. Budget versus actuals have not been updated at this time, we are awaiting revised figures from its new accounting firm; once received, all updated totals and line items will be incorporated into the body of the budget prior to the next budget meeting. In addition to the operating budget, Public Works included a draft Capital Improvement Plan (CIP). The CIP budget is a multi-year planning tool that identifies, prioritizes, and schedules major infrastructure and capital projects such as roads, facilities, equipment, and utilities, along with their estimated costs and funding sources. These costs have not yet been incorporated into this year's budget, but we wish to use this opportunity to establish a formal CIP budget process and determine which projects will be included in the next fiscal year.

Town of Upper Marlboro

FY 2027 Budget Summary – Work Session Revisions

May 12, 2026

Overview

This document summarizes revisions to the FY 2027 proposed budget as discussed during the regular meeting on April 28, 2026. Adjustments were made across three departments: General Government, Public Works, and Public Safety. Notes are included for each change, along with FY26 Actuals for comparison. **The actuals have not been updated. The new accountant is working to update them.**

Important clarification regarding Public Safety: The Parking Authority budget lines and the Public Safety budget, which includes a new officer position, are conditional recommendations that apply ONLY if the Town proceeds with annexation and speed camera installation. If annexation does not occur, the Public Safety budget will not increase and will absorb Parking Authority costs within the existing budget. The annual cost of a new officer will not be included.

Key Budget Revisions at a Glance

Dept	Revision	Amount	Type
GG	Part-time Code Enforcement salary (5110)	\$10,000.00	Addition/Increase
GG	New Annexation line item	\$10,000.00	Addition/ and new line item
GG	Planning Firm (5390) increase	\$5,000.00	Increase
GG	Community Day	\$2500.00	Increase/ New Line
GG	Marlboro Day	\$7000.00	Increase
PW	The Cost of the Splash Pad will be paid in FY 27.	\$598,622.00	increase
PW	Finance Cost	\$9,000.00	Increase
PS	Contingency	\$10,000.00	Increase
PS	Speed Camera Vehicle Repair	\$1,000.00	Increase
PS	Pedestrian Safety	\$10,000.00	Increase
PS	Fire Contribution	\$3,000.00	increase
	Revised budget number on 4/28/2026	\$57,500.00	Budget increase on 4/28/2026
	Revised total expenditure on 4/28/2026	\$3,462,991.00	Total budget at meeting held 4/28/2026
New Total	Added Splash Pad Cost, additional MVFD contribution, and increased cost for Marlboro Day	\$608,622.00	Revised total expenditures

The new total expenditure for FY 27 is \$4,071,613.00.

TOWN REVENUE BUDGET SUMMARY

Acct	Description	FY25 Actuals	FY26 Budget	FY26 Actuals	FY27 Projected
4000 — Taxes					
4010	Real Estate Taxes — Residential	\$503,255.00	\$467,610.00	\$505,548.15	\$503,255.00
4100	Personal Property Taxes	\$43,004.00	\$47,440.00	\$49,422.56	\$49,536.00
4150	PPT Public Utilities	\$890,402.00	\$890,000.00	\$786,146.75	\$925,000.00
4310	Income Taxes	\$221,847.00	\$225,000.00	\$260,476.54	\$225,000.00
	Total 4000 — Taxes	\$1,658,508.00	\$1,630,050.00	\$1,601,594.00	\$1,702,791.00
4200 — Fines, Licenses & Permits					
4220	Town Permits	\$850.00	\$13,000.00		\$1,000.00
4230	Business License	\$600.00	\$15,000.00	\$6,594.47	\$9,000.00
4240	Parking Meters	\$179,979.00	\$250,000.00	\$140,929.87	\$197,000.00
4250	Speed & Red Light Cameras	\$599,576.00	\$900,000.00	\$569,477.97	\$910,000.00
4260	Parking Fines / Penalties	\$24,946.00	\$55,000.00	\$27,865.69	\$55,000.00
4280	Pub/Edu/Govt Broadcasting	\$10,000.00	\$3,900.00		\$3,900.00
4290	Trader's Franchise Fees		\$13,000.00	\$3,000.00	\$6,000.00
	Total 4200 — Fines, Licenses & Permits	\$815,951.00	\$1,249,900.00	\$747,868.00	\$1,181,900.00
4300 — Intergovernmental					
4320	Highway User Fee	\$42,665.00	\$56,322.00	\$48,074.94	\$45,000.00
4330	State Police Aid	\$30,884.00	\$30,000.00	\$9,924.15	\$34,000.00
	Total 4300 — Intergovernmental	\$73,549.00	\$86,322.00	\$57,999.09	\$79,000.00
4400 — Miscellaneous Revenue					

4410	Miscellaneous	\$15,519.00	\$5,000.00	\$11,637.86	\$15,000.00
4420	Interest Earnings / Investment Pool	\$49,569.00	\$20,000.00	\$44,267.34	\$63,000.00
4430	Town Hall Services — Misc Revenue	\$746.00	\$1,061.00	\$478.57	\$1,000.00
4440	Transfer from Reserve		\$150,000.00		
4450	Special Events / Donations	\$1,064.00	\$1,000.00	\$65.00	\$1,000.00
Total 4400 — Miscellaneous Revenue		\$66,898.00	\$177,061.00	\$56,448.77	\$80,000.00

4500 — Grants & Transfers					
4530	FIP Grant	\$49,207.00	\$80,000.00		\$50,000.00
4560	Transfer from MLGIP Snow Equip / FY26 DHCD Grant	-	\$70,000.00	\$10,000.00	\$40,000.00
4592	FY22 Bond Bill in 26 / M&T Transfer in 27		\$275,000.00		\$18,000.00
4594	FY23 Bond Bill in 26 / M&T Transfer in 27		\$150,000.00		\$13,800.00
4596	PGCO CIP		\$250,000.00	\$250,000.00	\$240,000.00
4630	BJAG		\$20,000.00	\$29,708.00	
4640	Police Security Installation — Savings Rollover	0	0	0	\$50,000.00
	NED 2026 Upper Marlboro 00030	0	0	0	\$150,000.00
	22-661 Bond Bill Spalsh Pad	0	0	0	\$275,000.00
	19-G122 Down town Upper Marlboro	0	0	0	\$155,000.00
4650	Community Parks & Playgrounds Grant				\$71,161.19
Total 4500 — Grants & Transfers		\$49,207.00	\$845,000.00	\$289,708.00	\$482,961.19

TOTAL PROJECTED REVENUE		\$2,664,113.00	\$3,968,333.00	\$2,753,617.86	\$4,106,652.19
+ Unassigned Fund Balance (FY26 Budget)			\$317,983.00		
TOTAL REVENUE (incl. Fund Balance & CIP)		\$2,664,113.00	\$4,306,316.00	\$2,355,426.09	\$4,106,652.19

Previous Revenue Projections

\$3,526,652.19

REVENUE EXCEEDS EXPENDITURES

\$35,039.19

FY 2027 GENERAL GOVERNMENT BUDGET						
Code	Description	FY25 Actuals (\$)	FY26 Budget (\$)	FY26 Actuals (\$)	FY27 Projected (\$)	Notes
5000	GENERAL GOVERNMENT					
5105	GG Commissioner Salaries	\$25,788.40	\$34,000.00	\$18,961.48	\$34,000.00	
5107	GG Commission Conferences and Fees / Ex	\$4,767.40	\$10,000.00	\$8,107.84	\$10,000.00	
5110	GG Salaries	\$133,757.54	\$289,380.00	\$205,491.34	\$338,600.00	Added 10k for Code Enforcement staff
5111	GG Salaries - Bonuses	\$2,208.54	\$3,150.00	\$4,466.70	\$3,300.00	
5120	GG FICA	\$14,773.41	\$23,150.00	\$18,362.36	\$28,000.00	
5130	GG Health/Life/Dental Benefits	\$16,345.32	\$32,800.00	\$27,014.80	\$42,754.00	
5150	GG Pension Benefits	\$15,743.33	\$21,000.00	\$21,500.00	\$21,500.00	
5300	GG PROFESSIONAL SERVICES					
5310	GG Accounting	\$40,216.75	\$27,500.00	\$25,445.36	\$36,000.00	
5320	GG Audit	\$4,492.50	\$14,000.00	\$12,550.00	\$14,000.00	
5330	GG Payroll Processing	\$4,415.18	\$1,870.00	\$4,826.19		Performed in house
5340	GG Town Attorney & Legal	\$22,243.67	\$28,000.00	\$18,935.62	\$35,000.00	
5350	GG IT Support & Equipment	\$23,061.14	\$7,000.00	\$23,087.17	\$24,000.00	
5360	GG Media Relations	\$5,762.00	\$5,500.00	\$1,136.76	\$1,000.00	
5370	GG Government Relations	\$30,200.00	\$17,600.00	\$14,355.56	\$36,000.00	
5380	GG Human Resources Services	\$11,742.80	\$5,000.00	\$153.90	\$4,500.00	
5390	GG Planning Firm	\$11,800.00	\$25,000.00	\$3,000.00	\$5,000.00	MOVED TO THE FISCAL YEAR 2026 BUDGET FOR THE FISCAL YEAR 2026
	Total 5300 GG Professional Services	\$367,317.98	\$131,470.00	\$103,490.56	\$155,500.00	
5400	GG OPERATING					
5400	GG Town Hall / General Government Ins	\$27,829.99	\$32,800.00	\$16,747.66	\$10,000.00	Transferred to PW
5410	GG Contingency		\$15,000.00	\$12,099.00	\$10,306.00	
5415	GG Merchant Services Fees	\$3,409.75	\$4,500.00	\$6,340.12	\$7,000.00	
5435	GG Training	\$5,747.07	\$7,000.00	\$5,480.24	\$7,000.00	
5440	GG Dues & Subscriptions	\$16,542.76	\$20,000.00	\$22,064.90	\$25,000.00	
5445	GG Postage	\$1,138.71	\$3,500.00	\$2,515.00	\$3,500.00	
5450	GG Printing	\$4,620.97	\$11,500.00	\$6,089.85	\$11,500.00	
5455	GG General Supplies / Staff Refreshment	\$4,744.67	\$10,000.00	\$3,964.92	\$7,000.00	
5460	GG Office Equipment R&M					Unused line to be deleted
5465	GG Town Hall Office Phones	\$7,633.74	\$10,000.00	\$10,887.36	\$9,000.00	
5470	GG Mobile Phones	\$7,122.53	\$5,000.00	\$5,000.00	\$5,000.00	
5475	GG Town Elections	\$0.00	\$8,000.00	\$3,000.00	\$3,000.00	
5480	GG Town Hall Utilities	\$9,844.35	\$14,000.00		\$14,000.00	
5485	GG Town Hall Repair & Maintenance	\$14,671.16		\$961.49		Transferred to PW
5490	GG Other / Vehicle Fuel	\$2,706.00	\$5,000.00	\$21,710.76	\$3,030.00	
5495	GG Resident Assistance / Contributions	\$5,000.00	\$7,000.00	\$400.00	\$4,000.00	
5496	GG Annexation	0	0	0	10,000.00	Added for annexation
	Total 5400 GG Operating	\$111,011.70	\$153,300.00	\$117,383.90	\$112,336.00	
5900	GG COMMITTEE EXPENSES					
5905	Events Committee	\$9,336.00	\$2,000.00	\$544.80	\$2,000.00	
5910	CERT Team	\$336.53	\$900.00	\$357.09	\$964.00	
5915	Historical Committee	\$1,195.00	\$500.00	\$1,195.00	\$1,195.00	Used in house but app. apply to be annualized
5925	Green Team		\$1,500.00		\$2,000.00	
5930	TOUM Event	\$3,518.08	\$5,500.00	\$1,987.62	\$2,500.00	
5935	Trunk or Treat	\$1,347.89	\$2,000.00	\$1,837.59	\$2,500.00	
5940	Mariboro Day	\$1,608.06	\$10,000.00	\$2,526.00	\$10,000.00	
5950	Community Day		\$750.00		\$2,500.00	
5955	Winter Holiday	\$820.71	\$2,250.00	\$1,848.75	\$2,250.00	Used for the 2026 event which was annualized
	Total 5900 GG Committee Expenses	\$18,162.27	\$25,400.00	\$10,296.85	\$23,409.00	
6000	PRINCE GEORGES COUNTY CIP					
6100	Prince Georges County CIP Funding	\$496,491.95	\$723,650.00	\$535,075.83	\$769,399.00	
	Total Prince Georges County CIP				\$240,000.00	
	TOTAL EXPENDITURES				\$1,021,899.00	

FY 2027 PUBLIC SAFETY BUDGET						
Code	Description	FY26 Actuals (\$)	FY26 Budget (\$)	FY26 Actuals (\$)	FY27 Projected (\$)	Notes
6000	PUBLIC SAFETY					
6000C	PARKING AUTHORITY					
6001	PA Salaries				\$55,000.00	
6002	PA Overtime				\$3,000.00	
6004	PA FICA				\$10,000.00	
6005	PA Health Benefits				\$20,000.00	
6006	PA Pension Benefits				\$10,000.00	
6007	PA Uniforms				\$2,000.00	
6008	PA Duty Equipment				\$1,000.00	
6009	PA Training & Membership				\$1,000.00	
6010	PA Pre Employment				\$500.00	
6011	PA Mobile Technology				\$1,000.00	
6012	PA Supplies				\$1,500.00	
6013	PA Vehicle Fuel				\$3,000.00	
6100C	PA Vehicle Maintenance	\$19,858.59	\$2,000.00	\$12,357.10	\$3,000.00	
6200C	PA Parking Meter Maintenance		\$10,000.00		\$10,000.00	
6201	PA Parking Vehicle Debt				\$13,800.00	
	Total Parking Authority	\$19,858.59	\$12,000.00	\$12,357.10	\$134,800.00	
	PUBLIC SAFETY DEPARTMENT					
6110	PS Salaries	\$397,152.00	\$430,000.00	\$176,031.36	\$380,000.00	
6111	PS Overtime	\$20,853.92	\$26,000.00	\$10,719.20	\$20,000.00	
6112	PS Bonus	\$4,100.00	\$8,000.00	\$4,060.64	\$20,000.00	
6120	PS FICA	\$31,694.98	\$33,000.00	\$14,690.13	\$33,000.00	
6130	PS Health Benefits	\$0.00	\$15,000.00	\$1,947.00	\$20,000.00	
6150	PS Pension Benefits	\$15,743.33	\$51,600.00	\$43,966.00	\$51,000.00	
6200	PS Uniforms	\$4,911.23	\$4,500.00	\$4,743.03	\$6,000.00	
6210	PS Weapons & Duty Equipment	\$13,701.77	\$20,000.00	\$20,709.75	\$20,000.00	
6220	PS Training & Memberships	\$3,377.82	\$5,000.00	\$2,994.24	\$5,000.00	
6230	PS Pre Employment	\$2,378.00	\$6,000.00	\$2,703.00	\$5,000.00	
6260	PS Mobile Technology and IT	\$5,168.64	\$5,500.00	\$4,586.60	\$8,000.00	
6270	PS Supplies	\$6,894.32	\$8,000.00	\$4,808.86	\$8,000.00	
6300	PS Professional Services - Legal Fees	\$19,000.00	\$71,300.00	\$35,650.00	\$5,000.00	
6400	PS Occupancy	\$103,187.48	\$100,000.00	\$55,936.75	\$105,000.00	
6500	PS Miscellaneous		\$0.00		\$3,000.00	
6505	PS Petty Cash	\$3,872.05	\$5,000.00	\$2,203.22	\$500.00	
6510	PS Community Engagement	\$5,062.04	\$10,000.00	\$7,815.77	\$2,000.00	
6515	PS Contingency				\$10,000.00	Was not included in the last budget
6600	PS Utilities	\$15,057.01	\$18,000.00	\$2,957.73	\$5,000.00	
6700	PS Vehicle Repairs		\$16,000.00	\$19,052.67	\$15,000.00	
6710	PS Vehicle Fuel	\$129,336.27	\$30,000.00	\$14,387.63	\$18,000.00	
6720	PS Insurance	\$47,980.94		\$5,000.00	\$22,500.00	
6750	GOCCP Police State Aid	\$9,994.40		\$93,548.73	\$34,000.00	
	PS Public Safety Budget Total				\$796,000.00	
6850	PS SPEED CAMERA BUDGET					
6851	PS Speed Camera Admin Fee - 4 Cameras		\$301,000.00	\$39,228.16	\$200,000.00	
6852	PS Speed Camera Service Fees	\$37,558.42	\$68,000.00	\$4,997.20	\$68,000.00	
6853	PS Speed Camera Salaries	\$1,190.62	\$85,000.00	\$24,860.26	\$180,000.00	
6854	PS Speed Camera FICA		\$20,000.00		\$10,000.00	
6855	PS Speed Camera Occupancy	\$1,880.00	\$45,000.00		\$80,000.00	
6856	PS Speed Camera General Supplies	\$600.57	\$2,000.00		\$2,000.00	
6857	PS Speed Camera Overtime		\$5,000.00		\$8,000.00	
6858	PS Speed Camera Uniforms		\$2,000.00		\$2,000.00	
6859	PS Speed Camera Weapons & Duty Equipment	\$2,111.17	\$1,000.00	\$3,501.60	\$1,000.00	
6860	PS Speed Camera Training & Membership	\$768.46	\$200.00	\$381.16	\$200.00	
6861	PS Speed Camera Pre-Employment	\$1,252.17	\$2,500.00		\$2,500.00	
6862	PS Speed Camera Mobile Technology	\$2,956.19	\$2,500.00	\$1,967.69	\$5,000.00	
6863	PS Speed Camera Supplies	\$1,344.31	\$500.00	\$500.00	\$500.00	
6864	PS Speed Camera Vehicle Repairs	\$16,331.28	\$500.00		\$2,000.00	Increased by \$1,000.00
6865	PS Speed Camera Vehicle Fuel		\$2,000.00		\$3,000.00	
6866	PS Speed Camera Miscellaneous	\$6,921.62	\$1,500.00		\$1,500.00	
6867	PS Speed Camera FY27 Police Vehicle #1		\$5,000.00		\$18,000.00	
6868	PS Speed Camera FY27 Police Vehicle #2		\$8,500.00		\$18,000.00	
6869	PS Speed Camera FY27 Police Vehicle #3				\$18,000.00	
6870	PS Speed Camera Marlboro VFD Support				\$7,000.00	
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	Increased by \$10,000.00
6880	PS Speed Camera Due to State					
	Total 6850 PS Speed Camera Budget	\$260,226.42	\$552,200.00	\$173,984.80	\$666,112.00	
	TOTAL PUBLIC SAFETY EXPENDITURES	\$932,239.60		\$616,305.48	\$1,462,112.00	

FY 2027 PUBLIC WORKS BUDGET						
Code	Description	FY26 Actuals (\$)	FY26 Budget (\$)	FY26 Actuals (\$)	FY27 Projected (\$)	Notes
7000	PUBLIC WORKS					
7110	PW Salaries	\$177,191.90	\$369,000.00	\$205,421.26	\$380,000.00	
7111	PW Overtime	\$5,773.33	\$11,000.00	\$13,797.03	\$11,000.00	
7112	PW Bonus	\$4,060.66	\$4,500.00	\$4,060.66	\$6,500.00	
7120	PW FICA	\$14,256.23	\$22,000.00	\$17,131.39	\$25,000.00	
7130	PW Health-Life-Dental	\$33,230.31	\$52,000.00	\$36,893.67	\$55,000.00	
7150	PW Pension Benefits	\$43,966.00	\$44,280.00	\$43,966.00	\$50,000.00	
7240	PUBLIC WORKS OPERATING					
7210	PW Waste Collection/Disposal Fees	\$2,612.00	\$6,000.00	\$2,679.00	\$6,500.00	
7220	PW Waste Disposal/Contractor	\$45,517.50	\$67,000.00	\$45,517.50	\$78,030.00	
7250	PW Beautification	\$12,328.08	\$42,000.00	\$12,328.08	\$10,000.00	
7251	PW Facility Repairs	\$372.45	\$12,000.00	\$372.45	\$12,000.00	will be changed to a different line number
7252	PW Facility Maintenance	\$8,813.62	\$15,000.00	\$10,355.35	\$15,000.00	
7253	PW Splash Pad Maintenance				\$5,000.00	"
7260	PW Training & Memberships - Dues	\$1,262.00	\$5,000.00	\$1,811.00	\$7,000.00	
7270	PW Miscellaneous	\$3,041.70	\$2,000.00	\$3,041.70	\$3,500.00	
7271	PW Petty Cash				\$500.00	
7279	PW Street Light Maintenance for Marlborough Towne					Marlborough Towne
7280	PW Streets Maintenance	\$10,719.86	\$60,000.00	\$11,696.53	\$45,000.00	
7281	PW Marlborough Towne Electricity					TBD after PEPCO
7282	PW Tree Removal / Arborist				\$7,000.00	
7284	PW Contingency				\$10,000.00	
7285	PW Tractor/Vehicle Debt				\$64,250.00	increased to include the vehicle purchased in FY26
7340	PW Vehicle Maintenance	\$8,081.55	\$15,000.00	\$9,258.13	\$16,000.00	
7350	PW Utilities	\$1,087.20	\$3,000.00	\$1,942.62	\$4,000.00	
7360	PW Mobile Phone	\$6,581.05	\$6,900.00	\$7,099.03	\$10,000.00	
7370	PW Small Tools & Equipment	\$6,322.17	\$12,000.00	\$7,597.54	\$12,000.00	
7372	PW Office Supplies	\$1,232.23	\$1,000.00	\$1,256.70	\$2,000.00	
7374	PW Computer Software & Equipment		\$1,500.00	\$85.96	\$4,000.00	
7380	PW Septic Tank	\$700.00	\$3,000.00	\$700.00	\$3,000.00	
7385	PW Uniforms	\$2,552.77	\$3,500.00	\$3,301.38	\$6,000.00	
7390	PW Weather Related Expenses	\$4,917.04	\$10,000.00	\$6,420.41	\$10,000.00	
7397	PW Vehicle Fuel	\$7,407.58	\$18,000.00	\$8,863.40	\$19,500.00	
7400	PW Streetlight Electricity	\$10,708.64	\$28,000.00	\$17,410.93	\$28,000.00	will be divided to include line 7279 and 7281
7410	PW Facilities and Fleet Insurance	\$19,052.67	\$25,000.00	\$19,052.67	\$35,000.00	
7420	PW Mosquito Control		\$2,700.00		\$4,700.00	
7450	PW Holiday	\$1,615.46	\$2,000.00	\$1,615.46	\$2,500.00	
	Sidewalk Snow Removal Equipment				\$40,000.00	
	Total 7240 Public Works Operating	\$154,925.57	\$313,600.00	\$172,405.84	\$455,480.00	
	TOTAL 7000 PUBLIC WORKS	\$433,404.00	\$816,380.00	\$493,675.85	\$978,980.00	
	TOTAL EXPENDITURES				\$987,980.00	



Public Works FY-27 CIP Requests

Public Works has developed its Fiscal Year 2027 Capital Improvement Program (CIP) requests to maintain infrastructure, improve operational efficiency, and support the Town's continued growth. These investments address aging equipment, service demands, and long-term cost savings while ensuring reliable service delivery to our residents.

Kubota RTV UTV – \$39,000

- Trash and debris collection in parks, downtown, and trails
- Transport of tools and crews; ideal for events and confined areas
- Supports sidewalk/street maintenance where trucks cannot access
- Snow removal capability with plow/spreader attachments
- Storm response and sign maintenance support

Leaf & Debris Vacuum – \$7,000

- Previously funded in FY-26; request to re-fund
- Improves fall leaf collection efficiency
- Supports cleanup of spills and contractor-related debris

Wood Chipper – \$3,500

- Reduces trips to disposal sites by compacting debris
- Improves operational efficiency
- Produces reusable mulch for Town use

Storage / PW Relocation Funds – \$35,000 (Est.)

- Protects high-value equipment currently exposed to elements
- Extends lifespan of assets (plows, attachments, UTV, tractor)
- Addresses lack of adequate storage capacity
- Reduces long-term replacement costs

These requests represent practical, high-impact investments that enhance efficiency, protect Town assets, and support service delivery.