



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://uppermarlboromd-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**
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)
 - B. Protocols for Councilmember Initiatives (Councilmember Discussion)
 - C. Budget FY2027 (Council Discussion)
 - D. Budget FY 2027 (Public Comment)
7. **Administrative Updates**
 - A. Councilmember Reports
 - B. Public Safety Report
 - C. Public Works Report
 - D. General Government Report
 - E. Town Clerk Report
8. **Public Comment**

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



Town of Upper Marlboro

REGULAR TOWN MEETING

14211 School Lane, Upper Marlboro, Maryland, 20772

Tuesday, March 24, 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/86845716009> 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 7:02**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Review of Agenda (2:10)**
5. **Consent Agenda**
 - A. Meeting Minutes
 - B. Financial Report
 - C. Public Safety Report
 - D. Public Works Report
 - E. Administrative Report
6. **Business**

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

 - A. Meeting Regulations (Council Vote) **(3:18)**
 - B. MML Resolution 2026-03 (Council Vote) **(16:55)**
 - C. FY 2027 Budget Survey (Council Discussion) **(20:16)**
 - D. FY 2027 Budget Survey (Public Comment) **(24:51)**
7. **Administrative Updates (31:38)**
 - A. Councilmember Reports
8. **Public Comment (43:41)**

For items not necessarily on the immediate agenda (3 minutes per item)
9. **Preliminary Approval of Next Meeting Agenda (41:55)**
10. **Adjournment**

Motion made by Councilmember Franklin to adjourn the meeting

Motion was second by Councilmember Lott

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



Town of Upper Marlboro

TOWN COUNCIL WORK SESSION

14211 School Lane, Upper Marlboro, Maryland, 20772

Tuesday, April 14, 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/81192150688> Persons who desire to speak during public comment shall sign-in with the Clerk.

WORK SESSION AGENDA: 7:00 PM

1. **Call to Order 7:00**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Review of Agenda (2:34)**
5. **Business**
 - A. PAMC (Council Discussion) **(3:06)**
 - B. Budget FY 2027 (Council Discussion) **(42:05)**
6. **Preliminary Approval of Next Meeting Agenda (1:16:36)**
7. **Adjournment**

Motion was made by Councilmember Lott to adjourn the meeting

Motion was second by Councilmember Franklin

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 3 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

14211 School Lane • Upper Marlboro, Maryland 20772
Phone: (301) 627-6905 • www.uppermarlboromd.gov

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, Town Attorney, Staff
FROM: Clayton Anderson, Town Manager *CA*
DATE: April 23, 2026
RE: 5510 Old Crain Highway – Status Update and Recommendations

SUMMARY

Staff met with the LGIT Risk Assessment representative today to conduct an on-site inspection of the dilapidated structure and inoperable vehicles stored at 5510 Old Crain Highway. Staff answered background questions from LGIT as thoroughly as possible. The LGIT representative is preparing a formal report for our policy underwriters. Staff believes that if the recommendations outlined below are followed, aligning with LGIT's requirements should have minimal financial impact and the town should maintain continued coverage.

TEMPORARY (IMMEDIATE) RECOMMENDATIONS

1. Post all entrances to the dilapidated structure with appropriate warning signage.
2. Extend caution tape across all structure entrances.
3. Reinforce the well cover and secure caution tape around the well.
4. Install temporary lighting to deter trespassers and squatters. Note: This option is costly. To avoid this expenditure, demolition should proceed as soon as possible.
5. Monitor the property a minimum of two days per week — Police or Public Works.
6. If the structure is not demolished within 30–60 days, boarding will be required. This will be both costly and hazardous for staff.
7. Remove both inoperable vehicles from the property immediately. One vehicle has sustained significant ballistic damage — no fewer than a dozen bullet holes of varying sizes.

STAFF RECOMMENDATIONS (PERMANENT RESOLUTION)

The structure does not appear on any historic registry. While staff is sensitive to concerns about historical significance, the public safety risk and the town's liability exposure are immediate and serious. Deferred maintenance has brought us to this point and must now be addressed.

Staff formally recommend the following:

- Demolish the dilapidated structure without delay.
- Remove all debris from both the demolished structure and the existing collapsed structure.
- Remove both inoperable vehicles from the property.
- Authorize the purchase of two UTVs — one for Police, and one for DPW.

Regarding the UTVs: The town purchased a used, seven-year-old UTV three years ago , that vehicle is now ten years old and is not running properly. After being sent for repair it was returned to the shop, still inoperable. Staff rented a UTV this week simply to conduct today's inspection. We currently rent go-karts for town events. This is not a sustainable posture.

The two UTVs are needed now to monitor the trail and the subject property. They will also serve an ongoing operational need when the trail opens and can replace rental equipment at all town events. UTV procurement will be raised during the upcoming budget discussion.

INVITATION TO COUNCIL — SITE TOUR

Staff strongly encourage each Council member to see the conditions described above firsthand. A guided site tour is scheduled for this Monday at 9:30 AM. Please let us know if you can attend at that time. If 9:30 does not work for you, please let us know your availability and we will do our best to accommodate.























South Trail Alternatives

Three South Alternatives (Alternatives S1, S2 and S3) would begin at a trail crossing of Old Crain Highway, connecting to the southern end of the North Trail Alternatives. The Old Crain Highway trail crossing would require road markings, vehicle and pedestrian signage, and

potentially crossing safety lights (see Figure 6). The alignment of the three South Alternatives vary greatly, each providing different connections, trail user experiences, and alignments on public vs. private lands.



Figure 6A. Existing conditions (October 2023) (LWEDH, M. NCPPC)



Figure 6B. Example of what the Future Old Crain Highway Trail Crossing with the Alternative S2 or S3 Trail Entrance could look like (RENDERING: AECOM)

Start at 14

<https://issuu...> Copy link



Town of Upper Marlboro

FY 2027 Budget Summary – Work Session Revisions

April 2026

Overview

This document summarizes revisions to the FY 2027 proposed budget as discussed during the work session on March 10, 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.

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
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
Total		\$57,500.00	Budget increase

The new total expenditure for FY 27 is \$3,462,991.00.

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				\$50,000.00
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					
+ Unassigned Fund Balance (FY26 Budget)		\$2,664,113.00	\$3,968,333.00	\$2,753,617.86	\$3,526,652.19
TOTAL REVENUE (incl. Fund Balance & CIP)		\$2,664,113.00	\$4,306,316.00	\$2,355,426.09	\$3,526,652.19

FY 2027 PUBLIC WORKS BUDGET						
Code	Description	FY25 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	\$14,266.23	\$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				\$55,250.00	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				\$978,980.00	

FY 2027 PUBLIC SAFETY BUDGET						
Code	Description	FY25 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 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 / Expenses	\$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	Added 5k for Planning, can also use PGCO CIP and applying for T&G Grant of 5k
	Total 5300 GG Professional Services	\$367,317.98	\$131,470.00	\$103,490.56	\$155,500.00	
5400	GG OPERATING					
5200	GG Town Hall / General Government Insurance & Ben	\$27,829.99	\$32,800.00	\$16,747.66		Transferred to PW
5410	GG Coontingency		\$15,000.00	\$12,099.00	\$10,000.00	
5415	GG Merchant Services Fees	\$3,409.75	\$4,500.00	\$6,340.12	\$10,306.00	
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 Refreshments	\$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	
5475	GG Town Elections	\$0.00	\$8,000.00		\$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	Cost of House tour app. App to be cancelled
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	Marlboro Day	\$1,608.06	\$10,000.00	\$2,526.00	\$10,000.00	
5950	Community Day		\$750.00		\$2,500.00	Was an Arts Council Event revisit when Arts Council is re-established
5955	Winter Holiday	\$820.71	\$2,250.00	\$1,848.75	\$2,250.00	
	Total 5900 GG Committee Expenses	\$18,162.27	\$25,400.00	\$10,296.85	\$23,409.00	
	TOTAL 5000 GENERAL GOVERNMENT	\$496,491.95	\$723,650.00	\$535,075.83	\$769,399.00	
6000	PRINCE GEORGES COUNTY CIP					
6100	Prince Georges County CIP Funding				\$240,000.00	
	Total Prince Georges County CIP				\$240,000.00	
	TOTAL EXPENDITURES				\$1,021,899.00	

Town of Upper Marlboro Police Department

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



David A. Burse
Chief of Police

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

Police Reports can be obtained In-Person or By Mail for a fee of \$10.00 at the Prince George’s County Police Records Division located at 6420 Allentown Road, Camp Springs, Maryland 20748. Phone: 301-985-3638

Monthly Town Police Department Report For the Month of March 2026

Incidents Reported in Town:

Miscellaneous Police Incident 1	Domestic Call with Arrest 1	Residential Alarm 3
Theft Call 1	Check Welfare 6	Fight Call 1
Stolen Auto 1	Trespassing Call 1	Commercial Alarm 1
Threat Call 1	Hit & Run Call 1	Family Dispute 1
Vehicle Accident 4	Disorderly Call 7	Suspicious Auto 1

Total calls responded by: Upper Marlboro Police 15 & Prince George’s County Police 16

- 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 Town extra budget session.
- Chief Burse, Sgt. Dawson, Cpl. Anderson, Pfc. Castilla participated with Prince George’s County Police in “Operation Blue Lights Night.”
- Chief Burse attended the Criminal Justice Coordinating Meeting with Judge Cotton.
- Chief Burse, Sgt. Dawson, Sgt. Butler, Cpl. Anderson, and Pfc. Castilla hosted our Coffee with a Cop at Town Hall.

EVENTS:

- Coffee with a Cop April 25, 2026, from 9am to 11am at Dunkin Donuts 4705 Crain Highway, Upper Marlboro, MD 20772.
- 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, April 22, 2026
Subject: Public Works' Monthly Report
RE: March 2026

Public Works Related

- PWD uploaded and approved bills for PW assigned in Bill.com.
- Payroll processing and review.
- New vehicles began to come in. PWD added them to the insurance policy and applied for County fuel pins.
- Foreman Sheckels and I checked on tractor status. One piece for assembly remains outstanding.
- FY-26 CIP requests have been narrowed down to essentials and will be reported out in the next budget discussion.
- PWD conducted site visits and submitted input to PEPCO regarding orphaned streetlights within our municipality.
- PWD began rental acquisitions for Marlboro Day and assisted Clerk Bush with items needed.

Maintenance and Beautification

- Trucks and equipment were prepared for the Spring cutting season.
- Planters were added to Main Street, and the existing planters had fresh soil put in. Fresh Pansies were planted as we welcomed spring.
- The flower beds at Town Hall, the monument, and Cahn Memorial were replanted and mulched. New boxwoods were added to replace the former boxwoods damaged by salt.
- A new outdoor documents center has been added to the front of Town Hall.
- Vehicle modules ordered for the new vehicles.
- Mowers were outfitted with new Qwik-Chutes to avoid possible rock or debris damage to town properties or passing vehicles during site cuts.
- PWC relocated the shed and contents to make space for playground construction.

Street and Sidewalk

- PWC performed storm drain checks and clearing of leaves and debris ahead of rain events.
- PWC have begun curb sweeping and debris removal around town.
- PWC conducted routine litter patrols around Town.
- Water main break on Gov Oden Bowie Dr that was repaired by WSSC had full-width paving completed.



- Blinking Solar-powered Chevrons were purchased for Town Hall and Gov Oden Bowie Dr to protect life and property. A special **Thank You** to Chief Burse for purchasing 3 of the 5 chevrons needed.

Projects Update

- **Pocket Park Electrification** - Currently, electrical panels and outlets are installed. Awaiting PEPCO electrical drop and meter installation. Received PEPCO's cost acknowledgement form for signature. 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 to fence the property in. 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. I am currently waiting for an estimate. The HOA contractor was tasked with providing an estimate to fix the cluster of lights at the rear of the neighborhood. After some time, they reported back that they were uncomfortable moving forward, as their efforts thus far have not pointed to a solution. Our contractor will be tasked with this as well.
- **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 begun! Public Works has delivered all playground equipment to the crews working at Town Hall.
- **Staff Training** – Crew lead Raynor, Foreman Sheckels, and I attended the Joint MMLPWA meeting with MML Parks and Recreation for a 2-day meeting / Training in OC in mid-March. There was a wealth of knowledge shared, and we received a tour of the OCPW maintenance and transit facility.
- Foreman Sheckels completed the first leadership training with the Public Utilities & Waterworks Management Institute in December. He completed the advanced course in mid-March, earning more CEUs.

Refuse Accumulations

- There were no dump truck rentals for the month.
- Bulk day refuse totals for items to landfill were 4.86 tons.
- Yard waste totals for items to MES were 5.92 tons.



Sincerely,
Darnell F. Bond / Director of Public Works



TOWN OF UPPER MARLBORO

GENERAL GOVERNMENT STAFF REPORT

March 2026 Monthly Activities Summary

COMMUNITY OUTREACH

- Met with Prince George's County Municipal Liaison to strengthen intergovernmental coordination.
- Met with Marlborough Towne HOA to address lighting and foster resident engagement.
- Met with an HOA interested in being annexed into the Town; discussed the annexation process and next steps.
- Participated in the Main Street Power Hour, supporting downtown business and community development initiatives.
- Participated in severe weather emergency calls with neighboring municipalities to coordinate preparedness efforts.

ECONOMIC DEVELOPMENT

- Attended the Economic Development Work Group (EDWG) meeting.
- Contacted with a workforce group to provide hospitality and tourism training for local businesses and residents.
- Advertised Upper Marlboro in the Prince George's County Destination Guide to promote tourism and visibility.
- Met with the state to discuss the Main Improvement Program (MIP) grant.
- Attended the Prince George's County Economic Development Ambassador meeting.
- Participated in the Main Street Power Hour.

ADMINISTRATIVE

- Sent final annexation boundary lines to the Town surveyor for official survey completion.
- Met with the Church Street parking lot design team to review design progress and provide direction.
- Met with Parks and Planning to discuss preparations and logistics for the upcoming Marlboro Day event.
- Met with PEPCO to determine which streetlights and fixtures the Town is financially responsible for.
- Attended the PEPCO Municipal Webinar to stay current on utility programs and municipal billing practices.
- Met with the Prince George's County RDA to discuss the CIP allocation and the Town's project priorities.
- **Staff responded to 522 phone calls**
- **Staff received 2651 emails**
- **There were 10 new constant contact registrants**

- **We currently have 8,000 Facebook followers**
- **We added 100 followers to our Instagram page**

BUDGET & FINANCES

- Distributed a resident budget survey to gather community input ahead of the upcoming budget cycle.
- Renewed the Town's health insurance policy to ensure continued employee coverage.
- Explored the integration of health benefits administration into the ADP payroll processing system to improve efficiency.

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



TOWN OF UPPER MARLBORO

TOWN CLERK STAFF REPORT

March 2026 Monthly Activities Summary

COMMUNITY OUTREACH

- Hosted a committee interest lunch.
- Completed the Landings quarterly newsletter.
- Planning Marlboro Day
- Partnered with Prince Georges County Library to enhance their community engagement
- Partnered with Frederick Douglass High School
- Partnered with Show Place Arena to enhance their community engagement

ADMINISTRATIVE

- Completed the Board of Elections Annual Survey
- Secured Events permit from DPIE for Marlboro Day

BUDGET & FINANCES

- Continued to Assist with town budget
- Continued to work with the State, and the Courts to ensure business license compliance

ECONOMIC DEVELOPMENT

- Created Flyer for Façade Improvement
 - Created flyer for Empower Upper Marlboro
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