

The Town of Upper Marlboro

RESOLUTION: 2023-13
SESSION: Regular Town Meeting
DATE: June 12th, 2023

A RESOLUTION OF THE BOARD OF COMMISSIONERS FOR THE TOWN OF UPPER MARLBORO TO APPROVE AN APPLICATION TO PARTICIPATE IN THE MARYLAND TOWN MANAGER CIRCUIT RIDER GRANT PROGRAM (SFY 2024) THROUGH THE MARYLAND DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT (“DHCD”)

WHEREAS, the Maryland Town Manager Circuit Rider Program (the “Program”) administered by DHCD’s Division of Neighborhood Revitalization assists small town and city governments with building their administrative capacity, and the Program provides grants to hire professional staff to work as a “circuit rider” to multiple towns assisting with specific municipal functions and activities; and

WHEREAS, the Program allows small municipalities with populations of 5,000 or less to participate and are eligible to sponsor a circuit that will consist of two or more municipalities, provided the municipalities are within reasonable proximity to each other; and

WHEREAS, funding is provided through a competitive process each year and the annual funding allocation for the Program is determined by an appropriation of the General Assembly each year, and grant funds can only be used to pay for salary and fringe benefits for circuit rider staff over a two-year period; and

WHEREAS, the Town wishes to submit an application to the DHCD to participate in the Program, and the circuit rider manager will be split with the Town of Upper Marlboro, the Town of Morningside, and the Town of Eagle Harbor; and

WHEREAS, as the sponsor, the Town of Upper Marlboro will have the manager under the Town’s payroll and healthcare plan and provide the cell phone and laptop equipment, and the circuit rider manager will support the Town of Upper Marlboro’s grant projects and initiatives by managing existing grants and working with Department heads to apply for new grants and handle other special projects as needed, and the circuit operations will be evaluated by the number of successfully managed grants, and the amount of grant funding applied for and awarded to the Town; and

WHEREAS, the Board of Commissioners finds that it is in the best interests of the Town to apply to participate in this worthwhile program and to leverage its potential fund-generating programs that will enhance the quality of life of the Town’s residents and businesses.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE TOWN OF UPPER MARLBORO that the Board, supports and approves the submission of an application, attached hereto as Exhibit 1, to the Maryland Town Manager Circuit Rider and approves the final submission of the application, subject to any non-substantive revisions to the application to be made

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by the President/Mayor or the Town Administrator, which may be deemed appropriate.

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

PASSED by the Board of Commissioners of the Town of Upper Marlboro, Maryland at a special Town meeting on the 12th day of June, 2023.

ATTEST:

BOARD OF COMMISSIONERS OF THE TOWN
OF UPPER MARLBORO, MARYLAND

Sarah Franklin, President

Charles Colbert, Commissioner

Karen Lott, Commissioner

John Hoatson, Town Clerk

Thomas Hanchett, Commissioner

Linda Pennoyer, Commissioner

CERTIFICATION

I, the undersigned, hereby certify that I am the Town Clerk of the Town of Upper Marlboro and that the Board of Town Commissioners of the Town of Upper Marlboro at a public meeting at which a quorum was present adopted this Resolution, and that said Resolution is in full force and effect and has not been amended or repealed.

In witness whereof, I have hereunto set my hand and seal of the municipal corporation, this 12th day of June, 2023.

John Hoatson, Town Clerk