

## **The Town of Upper Marlboro**

**RESOLUTION: 2023 - 01**

**SESSION: Regular Town Meeting**

**DATED: January 24, 2023**

### **A RESOLUTION SETTING THE PROPOSED BUDGET CALENDAR FOR THE FISCAL YEAR 2024 BUDGET**

**WHEREAS**, Charter section 82-40 provides that a budget for the next fiscal year shall be submitted to the Board of Town Commissioners. The President on such date as the Board shall determine, but at least thirty days before the beginning of any fiscal year, shall submit a budget to the Board. The Budget shall provide a complete financial plan for the budget year and shall contain estimates of anticipated revenues and proposed expenditures for the coming year. The budget shall be a public record in the office of the treasurer, open to public inspection during normal business hours; and

**WHEREAS**, the Board of Commissioners must adopt a budget for the Town of Upper Marlboro that includes revenues and expenditures for Fiscal Year 2024, beginning July 1, 2023, and ending June 30, 2024; and

**WHEREAS**, the deadline for the Board of Commissioners to adopt a Town Budget for Fiscal Year 2024 is June 30, 2023; and

**WHEREAS**, the budget process is a lengthy one; and

**WHEREAS**, it is necessary to inform the public about the proposed budget, hold a public hearing on the proposed budget, and allow for citizen review and comment before final adoption of the budget ordinance; and

**WHEREAS**, depending on the exemption certifications from SDAT of the constant yield tax rates for the classes of real property in the Town, the Board may have to provide notice and a special hearing under the CYTR law prior to levying a tax rate.

**NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF TOWN COMMISSIONERS OF THE TOWN OF UPPER MARLBORO.**

**The following calendar is adopted for the preparation and adoption of the Town of Upper Marlboro Budget for Fiscal Year ("FY") 2024:**

<b>Date</b>	<b>Meeting Type</b>	<b>Topic</b>
Tues Jan 10 <sup>th</sup>	Regular Work Session	Preliminary Budget Calendar Discussion
Tues Jan 24 <sup>th</sup>	Regular Town Meeting	Budget Calendar Board Approval

Tues Feb 14 <sup>th</sup>	Regular Work Session	Board Budget Priorities Discussions
Tues Feb 21 <sup>st</sup>	Extra Budget Work Session	Anticipated Revenue & Town Tax Rates Discussion
Tues March 14 <sup>th</sup>	Regular Work Session	Expenses- Departmental & CIP Discussion
Tues March 21 <sup>st</sup>	Regular Town Meeting	Public Comment- Proposed Town Tax Rates Schedule CYTR Hearing, if applicable.
Tues April 11 <sup>th</sup>	Regular Work Session	Draft Budget Ordinance Discussion & Budget Book
Tues April	Regular Town Meeting	Introduce Budget Ordinance & Public Comment
Tues May 9 <sup>th</sup>	Regular Work Session	Discuss Budget Ordinance & Public Comment
Tues May 23 <sup>rd</sup>	Regular Town Meeting	Approval of Budget Ordinance & Budget Book
Fri July 1 <sup>st</sup>	N/A	FY 2024 Budget in effect

PASSED by the Board of Commissioners of the Town of Upper Marlboro, Maryland at a regular meeting on this 24th day of January, 2023.

Attest:

THE TOWN OF UPPER MARLBORO  
BOARD OF COMMISSIONERS

\_\_\_\_\_  
Sarah Franklin, President

\_\_\_\_\_  
Janice Duckett, Commissioner

\_\_\_\_\_  
Charles Colbert, Commissioner

\_\_\_\_\_  
Karen Lott, Commissioner

\_\_\_\_\_  
John Hoatson, Town Clerk

\_\_\_\_\_  
Thomas Hanchett, 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 24th day of January, 2023.

\_\_\_\_\_  
John Hoatson, Town Clerk