



TO: Mayor and Town Council
FROM: Town Manager, Clayton A. Anderson
RE: February Report – March 24, 2026

■ **FINANCE**

- Created a draft budget for FY 2027.

■ **COMMUNITY ENGAGEMENT**

- Met with Marlborough Towne HOA to discuss lighting.
- Reviewed Grave Ceremony event request for Dr. Bean to commemorate 250th anniversary celebrations.
- Coordinated grant writing event for local businesses.

■ **ADMINISTRATIVE**

- Met with the Office of Central Services to discuss snow and ice removal.
- Attended DHCD Power Hour regarding conflicts of interest.
- Met with DHCD regarding the MIP Grant; received approval to submit a request for reimbursement.
- Invited to a meeting with the State’s Attorney.
- Payroll transitioning in-house.
- Completed the anticipated debt survey.

■ **GRANTS & FUNDING**

- Received funding for School/Wilson Lane for flood mitigation.
- Signed Facade Improvement Grant agreement.
- Reimbursement application accepted for two bond bills

■ **ECONOMIC DEVELOPMENT**

- Met with a consultant to discuss business retention and recruitment.
- First business received CIP allocation for business upgrades.
- Empower Upper Marlboro applications were disseminated.

■ **OFFICE STATISTICS**

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| 383 Phone Calls Answered | 1,485 Emails Received | 6 Visitors to Town Hall |
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