



MEMORANDUM

To: Board of Town Commissioners
From: Sarah Franklin, Mayor
Date: Thursday, September 21, 2023
Re: August 2023 Monthly General Government Report

Commissioners,
Below is the update on some of the projects and statistics from the Town of Upper Marlboro General Government has undertaken in August, 2023.

Major Projects Underway	
Codification:	Codification is currently underway. They are waiting for Property Standards to be updated. Once Ordinance 2023-10 is approved, Municode will update the Town of Upper Marlboro Municipal code and the final manuscript will be issued in 3 months.
Charter Review Board:	The Charter Review Board is currently reviewing the Charter to see what proposed changes need to be made.
Town Elections:	The Town Election will take place on Tuesday, November 7, 2023 Polls will open at 8:00 AM until 7:00 PM.
Event Planning	Planning for the larger-scale events such as Trunk-or-Treat and the Winter Holiday/Christmas Town events. Coordinating with the Green Team to add a Farmer's market to Trunk-or-Treat.
Beautification	This project is now moving forward using Streetscape grant funding.
Property Purchase	The Property has been purchased and reimbursement of funds will go before the MD Board of Public Works soon.
Playground	We are nearing a solution and permit approval for the work to be done.
PAMC Trail Study	Mayor met with the trail study team, they will be doing some background research and a site visit next.
ParkMobile	The Town is going to pilot a validation code program with business community.
Annexation	Working with Town Annexation Legal team on drafting Annexation Resolution 2023-01 for Phase 3 Annexation.
State Highway Projects	SHA has finally received signed consent forms from the one property owner downtown to complete the sidewalk work. Unknown timeframe for the work to be completed. They are also coordinating with agencies on the Rt.4 and MD 717 bridge replacements (four total bridges).



Office Statistics:

- Phone Call Volume: XX incoming calls (average of XX calls per working day M-F)
- Room Rentals: 2
- Notaries: 6
- Parking Permits: 0
- Food Truck Permits:

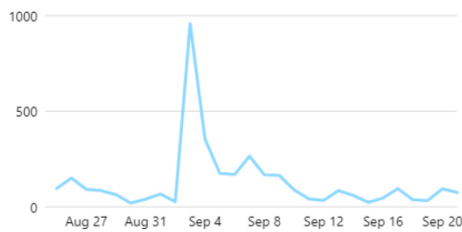
Outreach Statistics:

Facebook & Instagram-

Page and profile visits

Facebook visits ①

3,611 ↑ 58.1%



Instagram profile visits ①

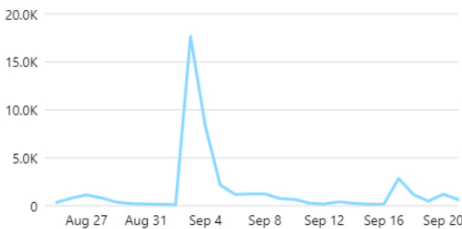
453 ↓ 34.6%



Reach

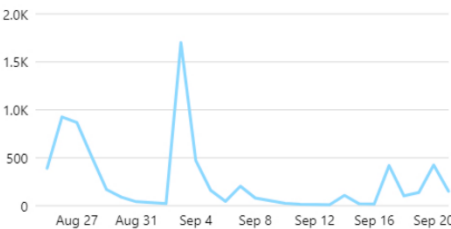
Facebook reach ①

32,362 ↑ 154.5%



Instagram reach ①

2,800 ↑ 42.8%



Town of Upper Marlboro

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