



MEMORANDUM

To: Board of Town Commissioners
From: Clayton A. Anderson, Town Administrator
Date: March 25, 2025
Re: 2025 Monthly General Government Report

Below is the update on some of the projects and statistics from the Town of Upper Marlboro General Government has undertaken in through February of 2025.

Major Projects Underway	
Codification	Staff will finalize the project with Municode.
Charter Review	Work Session completed The vacancy/appointment chapter of the Charter introduced
Event Planning	The Town held the following events: <ul style="list-style-type: none">• Planning for Marlboro Day underway• Informal Green team meeting
Finance	Paid the past due retirement invoice to state. The state waived fees and interest. Processed Utility Certifications Processed Personal Property tax billing and payments Completed the State Retirement Audit Referred unpaid business licenses to the Circuit Court.
Annexation	Awaiting information from the surveyor. Staff confirmed consent signatures
Agreements	Update to ADP to allow for accurate reporting of hours worked leave taken, overtime etc..
Legislation	Continued to meet with Legislative consultant to address state legislation Met with Senator Brooks to express concerns related to Bill proposed to allow for just compensation during eminent domain proceedings Sent Letter of Support for HB 1506
Grant Updates	Circuit Rider reimbursement approved Closed 2022 FIP Grant Closed 2024 MIP Grant

Town of Upper Marlboro

14211 School Lane | Upper Marlboro, MD 20772 | (301) 627 6905 |

info@uppermarlboromd.gov



	T-Mobile Townhome grant for the pocket park initiated Prepared Maryland Heritage Area Grant application
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