



# Town of Upper Marlboro

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## MEMORANDUM

To: Board of Town Commissioners  
From: Kyle Snyder, Town Administrator  
Date: Monday, July 10<sup>th</sup>, 2023  
Re: June 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 June 2023.

<b>Major Projects Underway</b>	
Event Planning	We are planning for the larger scale events such as Truck or Treat and the Winter Holiday/Christmas Town events, along with handling the monthly movie nights.
Codification	The board is reviewing drafts, and the Town Clerk is working to get Ordinances and Resolutions uploaded that were initially not included. The Board will be passing an ordinance adopting the codes in the near future. An online portal on the website allows residents to provide comments.
Property Purchase	The Board will consider an Emergency Ordinance to authorize the purchase of 5510 Old Crain Hwy for use as a trail/park, fully reimbursable by State Program Open Space funds. TA Snyder is working with DNR for them to get the Open Space funding application processed.
Grant Applications	The Town has submitted an application for the FY24 Circuit Rider Manager program with the Town of Morningside and the Town of Eagle Harbor. Adding another municipality to our “circuit” helps strengthen the grant application and makes us eligible for additional funding. The Town continues to apply for additional grant funding in the meantime.
Playground	The County is insisting on the construction of a significant stormwater management system at the site. The engineering firm is working to get an exception made due to the very low impact of the playground on stormwater management.
PAMC Trail Study	MNCPPC has awarded the study to AECOM, the Town is awaiting next steps.
ParkMobile	The system is live and performing well! Over 4,100 transactions so far. The Town is going to pilot a validation code program with business community. Stay tuned.
Annexation	Working with Town Annexation Legal team on drafting Annexation Resolution 2023-01 for Phase 3 Annexation. Town has held two community meetings for the Phase 3 area.
State Highway Projects	SHA has finally received signed consent forms from the one property owner downtown to complete the sidewalk work. Unknow timeframe for the work to be completed.

### Office Statistics:

- Phone Call Volume: 1,104 incoming calls (average of 44 calls per working day M-F)

- Room Rentals: 1
- Notaries: 2
- Parking Permits: 56
- Food Truck Permits: 14

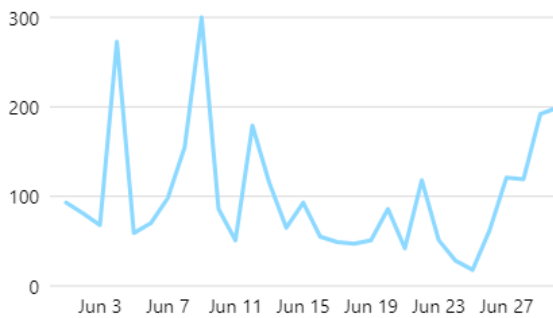
**Outreach Statistics:**

*Facebook & Instagram-*

**Page and profile visits**

Facebook visits ⓘ

3,024 ↓ 31.8%



Instagram profile visits ⓘ

702 ↓ 10.1%



**Reach**

Facebook reach ⓘ

36,783 ↑ 49.6%



Instagram reach ⓘ

2,745 ↑ 22.7%

