

Town of Upper Marlboro

14211 School Lane • Upper Marlboro, Maryland 20772

Board of Town Commissioners

WORK SESSION

Tuesday, August 27, 2019 – 7:00 p.m.

AGENDA

Work Sessions are open to public observation, however, public participation is at the discretion of the Board

Roll Call

Pledge of Allegiance

Commissioner & Staff Reports

- Commissioner Pennoyer
- Commissioner Bernal-LeClaire
- President Leonard
- Clerk's Office

Business

- 1) Parking Meter Update & Equipment Surplus (Discussion)
- 2) Old Stone Building RFP Draft (Discussion)
- 3) Town Recreation Priorities and MNCPPC Request (Discussion)
- 4) Old Marlboro Elementary School (Discussion)
- 5) State Delegation Meeting Planning (Discussion)
- 6) Town Business License Program (Discussion/Requested by Commissioner Pennoyer)
- 7) General/Administration issues

Adjournment

*All meetings are subject to closure in accordance with the State Open Meetings Act—House Bill 217
See back of Agenda for Public Comment Procedures*

Kai Bernal-LeClaire
Commissioner

Wanda Leonard
Commissioner/President

Linda Pennoyer
Commissioner/Treasurer



Town of Upper Marlboro

Town Hall, 14211 School Lane Tel: (301) 627-6905 info@uppermarlboromd.gov
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Mailing address: P.O. Box 280 • Upper Marlboro, MD 20773-0280

MEMORANDUM

To: Board of Commissioners
From: Kyle Snyder, Chief of Staff
Date: Tuesday August 27th, 2019
Re: Town Parking Meter Equipment Surplus

Dear Commissioners,

As you know the Town has recently upgraded all of its on-street parking meters this past month. The Town has installed 123 single-space MK 5 parking meters built by IPS Group on Main Street, Pratt Street, Water Street, Elm Street, Judges Drive, and Governor Oden Bowie Drive. This is roughly 80 more meters than the Town had before due to Governor Oden Bowie Drive, Elm Street, and part of Judges Drive being turned over to the Town.

The Town now has 50 old meters in storage, and Town staff are seeking the guidance of the Board on next steps. Staff would like to keep 3-5 of the meters that are in the best shape as spare units and dispose of the rest. Some of the options for disposal include placing the units up for auction, scrapping them, or placing them up for sale on MML's website for another municipality to possibly purchase.

Once the Board decides on a method of disposing them, the Town Clerk will draft a Resolution to surplus the equipment at the September Town MEeting

Linda Pennoyer
Commissioner/ Treasurer

Kai Bernal-LeClaire
Commissioner

Wanda M. Leonard
Commissioner/ President

Real Property Data Search

Search Result for PRINCE GEORGE'S COUNTY

[View Map](#)

[View GroundRent Redemption](#)

[View GroundRent Registration](#)

Tax Exempt:
Exempt Class:

Special Tax Recapture:
 NONE

Account Identifier: District - 03 **Account Number - 0229922**

Owner Information

Owner Name: PRINCE GEORGES COUNTY **Use:** EXEMPT
Principal Residence: NO

Mailing Address: RIGHT OF WAY SECTION **Deed Reference:**
 ROOM 3020 C A B
 UPPER MARLBORO MD 20772

Location & Structure Information

Premises Address: 14500 CHURCH ST **Legal Description:** PT TRIANGLE LOT EQ
 UPPER MARLBORO 20772-0000 5180 SQ FT

Map:	Grid:	Parcel:	Sub District:	Subdivision:	Section:	Block:	Lot:	Assessment Year:	Plat No:
0101	00E2	0090		0000				2020	
Special Tax Areas:									Plat Ref:
Town: NONE									
Ad Valorem:									
Tax Class: 21									
Primary Structure Built 1948			Above Grade Living Area 1,426 SF		Finished Basement Area		Property Land Area 5,180 SF		County Use 902
Stories 1	Basement NO	Type STANDARD UNIT	Exterior BRICK	Full/Half Bath 1 full	Garage	Last Major Renovation			

Value Information

	Base Value	Value As of 01/01/2017	Phase-In Assessments As of 07/01/2019	As of 07/01/2020
Land:	100,100	100,100		
Improvements	101,400	101,400		
Total:	201,500	201,500	201,500	
Preferential Land:	0			

Transfer Information

Seller:	Date:	Price:
Type:	Deed1:	Deed2:
Seller:	Date:	Price:
Type:	Deed1:	Deed2:
Seller:	Date:	Price:
Type:	Deed1:	Deed2:

Exemption Information

Partial Exempt Assessments:	Class	07/01/2019	07/01/2020
County:	400	201,500.00	
State:	400	201,500.00	
Municipal:	400	0.00	0.00

Tax Exempt:
Exempt Class:

Special Tax Recapture:
 NONE

Homestead Application Information

Homestead Application Status: No Application

Homeowners' Tax Credit Application Information

Homeowners' Tax Credit Application Status: No Application **Date:**



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MEMORANDUM

To: Board of Commissioners
From: Kyle Snyder, Chief of Staff
Date: Tuesday August 27th, 2019
Re: Town Recreation Priorities

Dear Commissioners,

Last week I met with Park Development Planners with the Maryland-National Capitol Parks & Planning Commission (MNCPPC) regarding their priorities and planned projects within the Town of Upper Marlboro. Currently the two new park/trail projects planned to pass thru Town, the Chesapeake Beach Railroad Trail & Western Branch Stream Valley Park, have not been funded.

M-NCPPC staff advised that they usually meet with municipalities on an annual basis, which allows the municipalities to advise M-NCPPC on their priorities and make requests for park renovations & construction. Apparently in the past the Town had declined their offers to coordinate with M-NCPPC, and they are excited to work with the Town. The next step is for the President/Mayor to send a letter on behalf of the Board of Town Commissioners to M-NCPPC Deputy Director of Park Planning with the Town's official priority list, and M-NCPPC will begin moving the requested projects forward. Below are the Town-staff recommended projects for the Board to request M-NCPPC to move forward with based off the meeting with Park Planning staff.

Staff-Recommended Town Priorities:

- 1) Begin planning and property acquisition for the Chesapeake Beach Railroad Trail (2018 M-NCPPC Open Space Program)
- 2) Begin planning and property acquisition for the Western Branch Stream Valley Park (2018 M-NCPPC Open Space Program)
- 3) Begin planning for an Upper Marlboro Area Splash pad on existing M-NCPPC property within Town limits.
- 4) Begin planning for an amphitheater at the School House Pond (Recommended by M-NCPPC's 2008 Town of Upper Marlboro Revitalization Plan)

Linda Pennoyer
Commissioner/ Treasurer

Kai Bernal-LeClaire
Commissioner

Wanda M. Leonard
Commissioner/ President

These recommended properties are of course just a recommendation, and the Board should feel free to edit the list as it sees fit. Attached to this memo are overview documents from M-NCPPC regarding the Chesapeake Beach Railroad Trail and Western Branch Stream Valley Park for the Board to review.

Below are the projects included in the M-NCPPC FY20 Capital Improvement Budget. Some of these projects are underway, and some projects are planned for some time in the next 6 years:

- **Darnell's Chance House Museum:** \$685,000 for moisture infiltration and structural repairs
- **Equestrian Center & Show Place Arena:** \$8,815,000 for construction of covered show-ring, barn renovations, renovation of the 3 banquet rooms and 5 suites, creation of a master plan for long-range site planning, and replacement of bleachers, ceiling tiles, and electrical upgrades.
- **Sasscer Recreation Fields:** \$350,000 for fields irrigation system
- **School House Pond:** \$400,000 for boardwalk replacement, fountain repair, and landscaping.



Town of LaPlata Splash Pad

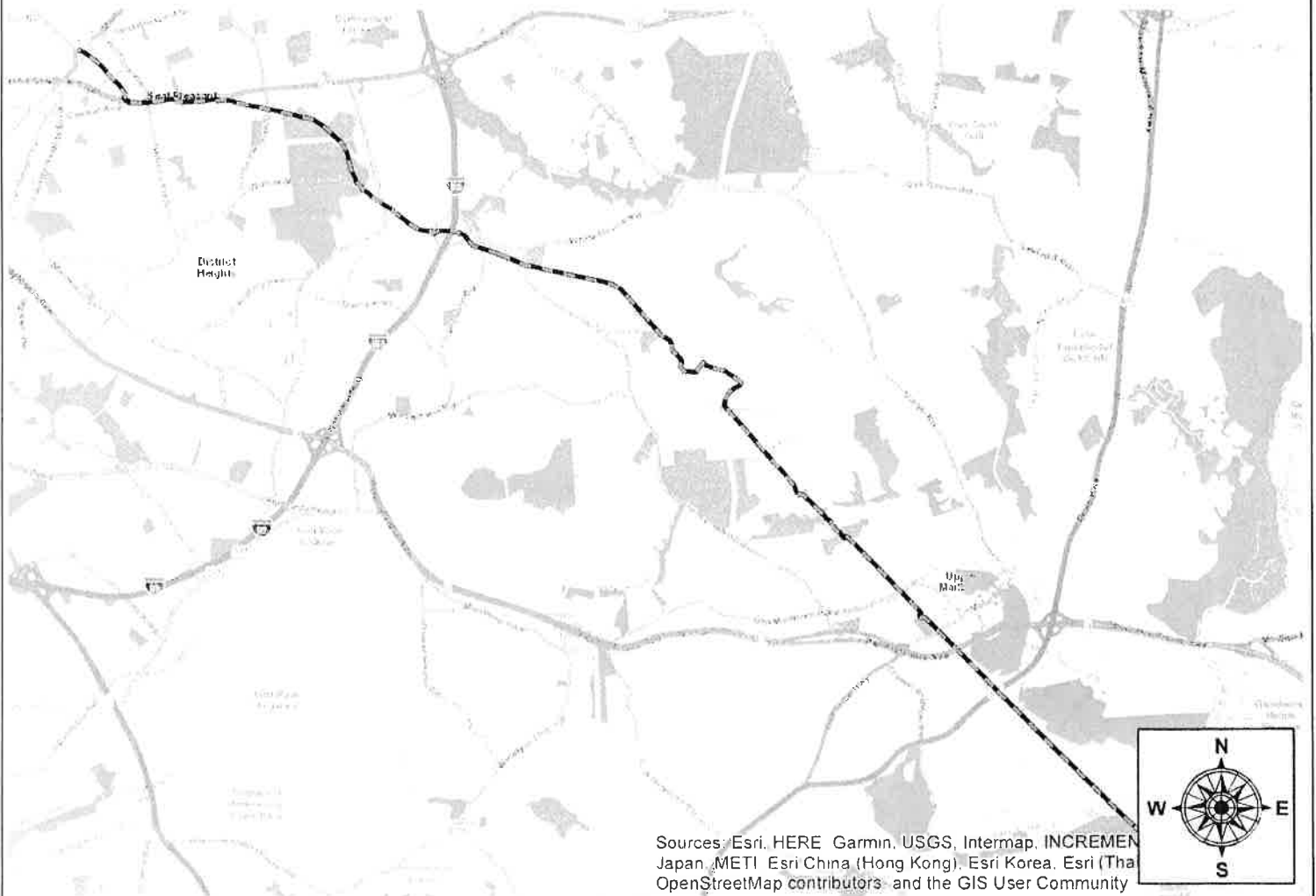
Program Open Space - Local Share
M-NCPPC Prince George's County

Chesapeake Beach Railroad Trail

Acquisition A-9

DESCRIPTION: This project involves the acquisition of land for a proposed "hiker-biker-equestrian" trail which will extend from the District line across Prince George's County to the Patuxent River. Acquisition will take place along the existing Chesapeake Beach Railroad R.O.W. whenever possible.

JUSTIFICATION: Bicyclist Trail Advisory Group has identified this trail as the seventh highest priority in the County. Therefore, funding for this project must be ongoing in order to continue acquiring land parcels needed to extend the trail.

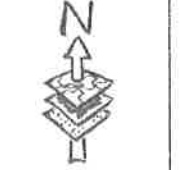




Program Open Space - Open Share
**M-NCPPC Prince George's County
Chesapeake Beach Railroad Trail
Acquisition A-9**

June 2018

- Proposed Acquisition
- Chesapeake Beach R.R. Alignment
- Property Lines



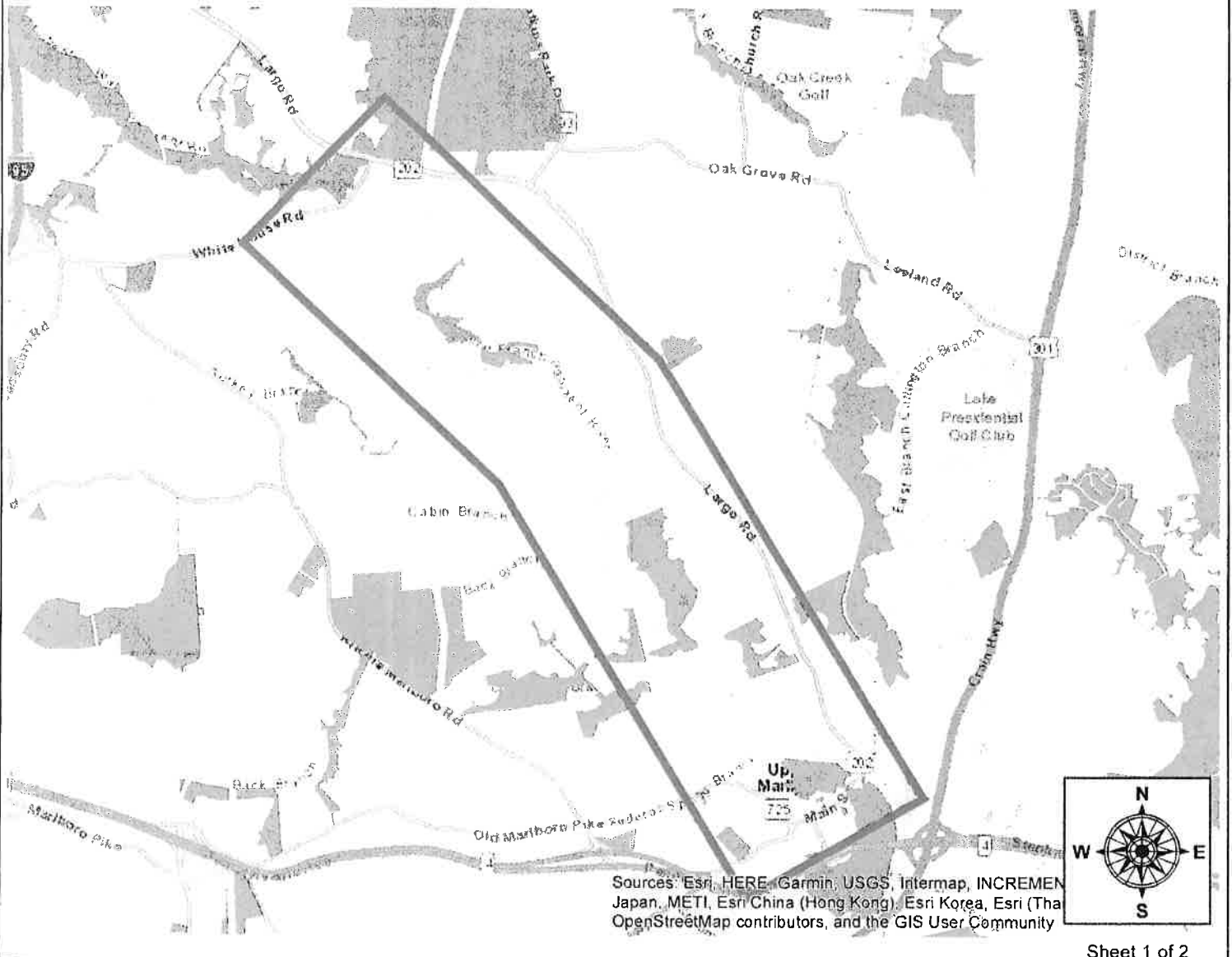
Program Open Space - Local Share
M-NCPPC Prince George's County

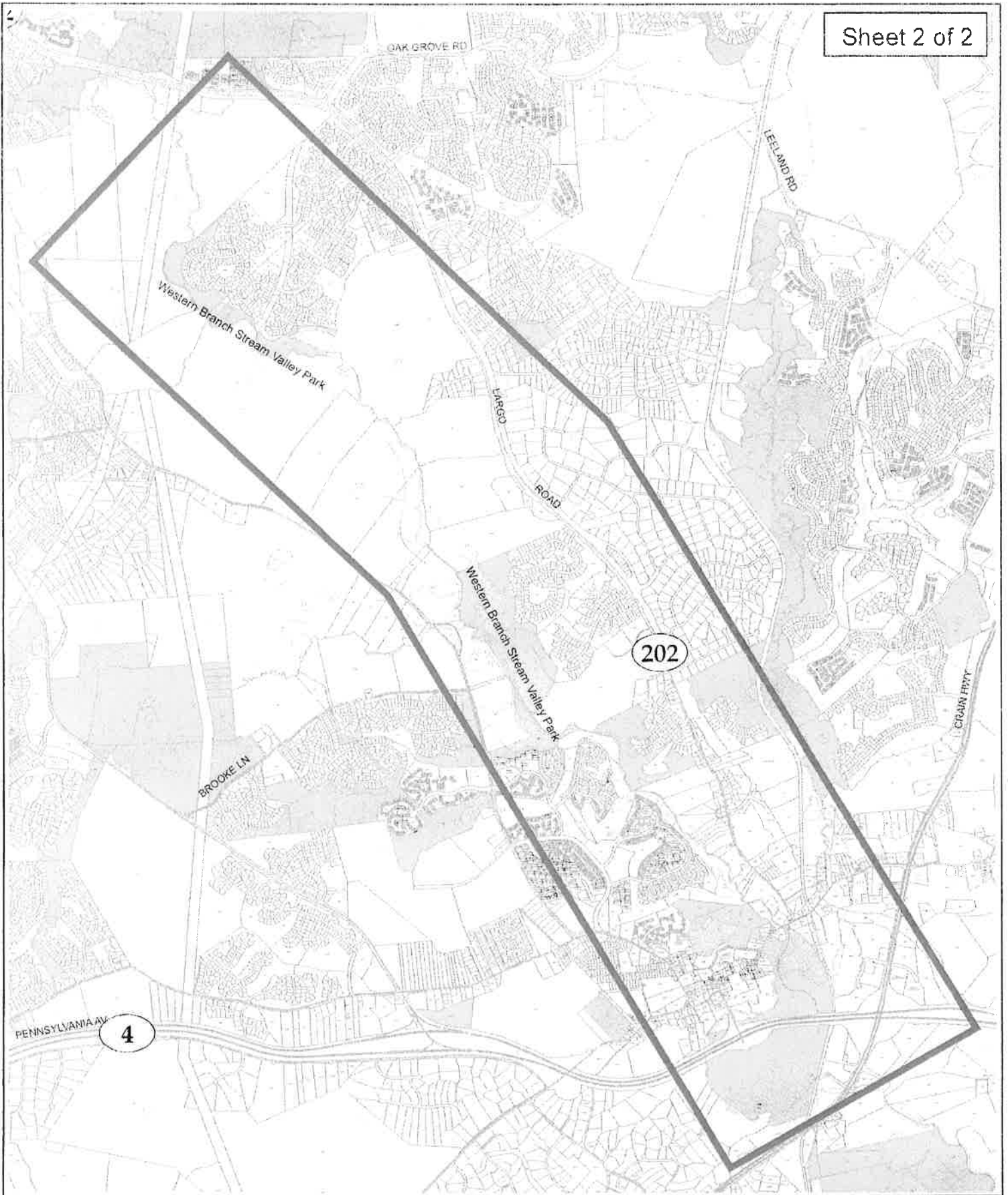
Western Branch Stream Valley Park

Acquisition A-20

DESCRIPTION: This project involves acquisition of sites along the Western Branch. The Commission currently owns 380 acres along the stream from Enterprise Golf Course to Upper Marlboro. The Commission is attempting to acquire outparcels to complete this stream valley corridor.

JUSTIFICATION: Acquisition of properties along the Western Branch will provide open space, floodplain protection and areas for future trails. This stream valley is a natural corridor which needs to be protected and preserved.





Program Open Space - Open Share
**M-NCPPC Prince George's County
Western Branch Stream Valley Park
Aquisition A-20**

June 2018

- M-NCPPC Property
- Property Lines
- Proposed Acquisition Area

