

TOWN OF BOONSBORO

Memorandum of Agreement

This is a Memorandum of Agreement (MOU) concerning the contract between the Town of Boonsboro and the Maryland Rural Development Corporation (MRDC) for Circuit Rider/Town Manager services and additional services provided by MRDC for the fiscal year 2024 (July 1, 2023 through June 30, 2024). It is agreed by the Mayor & Council for the Town of Boonsboro that staff provided by MRDC will provide professional management services and serve as the primary grant management entity as directed by the Town leadership. It is further agreed that the Circuit Rider/Town Manager will report to the Town or work on the Town's behalf as required to perform services requested according to a schedule proposed by the Town leadership for the Town of Boonsboro and accepted by the MRDC.

This schedule will vary according to needs of the Town and include travel time and proportionate amount of general and other general services applicable to the town. It is further agreed that the Town of Boonsboro will provide a space for Circuit Rider to work and use of utilities in an office environment as stated in the Circuit Rider Grant. It is further agreed that the selection and supervision of personnel will be jointly undertaken, with MRDC ultimately responsible for personnel administration.

It is further agreed that the contract period be renewable annually by way of this Memorandum of Agreement.

PASSED AND ADOPTED this 8th day of May 2023.

Town of Boonsboro

Mayor _____

MRDC

Executive Director _____

TOWN OF BOONSBORO, MARYLAND

RESOLUTION NUMBER 2023-02; A RESOLUTION OF THE TOWN OF BOONSBORO AUTHORIZING THE TOWN TO PARTICIPATE IN THE MARYLAND CIRCUIT RIDER/TOWN MANAGER PROGRAM

WHEREAS, the Office of Neighborhood Revitalization of the Department of Housing and Community Development administers the Circuit Rider/Town Manager Program for small municipalities for professional management services that they could not otherwise afford; and

WHEREAS, the objectives of the Circuit Rider/Town Manager Program are to promote economic and community development through improved management and administration; and

WHEREAS, the State of Maryland and Washington County, through the Maryland Rural Development Corporation, offer a Circuit Rider/Town Manager Program to small municipalities in the County and have offered the Program to the Town from past involvement.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Town of Boonsboro, located in Washington County will enter into the Circuit Rider/Town Manager Program for Fiscal Year 2024 beginning July 1, 2023 and ending June 30, 2024.

Adopted this 8th day of May 2023.

ATTEST:

Mayor Howard Long

Town Clerk Bryan Wachtel