



OPERATING BUDGET SUMMARY

The following provides both a summary and details of revenues, expenditures and fund balances. Included is a ten-year summary graph showing the City's revenue and expenditure history.



March 31, 2022

Honorable Chairman and Members of the City Council:

Presented to you for your review and consideration is the Fiscal Year 2023 (FY 2023) City Budget. It appears that the worst of the pandemic is passing and there is an apparent return to normalcy. However, there are still many uncertainties due to both national and global economic factors including changes in fossil fuel costs which are currently impacting our economy. This budget considered such factors, and presents a balanced outlook which supports business owners, staff and residents of the City. The City continues to be a desirable place to live and do business and I am excited to present a balanced budget.

Budgetary Trends

In preparing the FY 2023 proposed budget, my Administration reviewed all known and potential revenue sources. The FY 2023 Proposed Budget incorporates the State Department of Assessments and Taxation (SDAT) real property assessment for the entire city. Real Property assessments increased by 3.85 % from FY 2022, factoring in the homestead tax credit. The increase in assessment valuations will result in a lower constant yield rate, (0.6154) when compared to the constant yield rate (0.6391) adopted in FY 2022. The change in the constant yield rate will not increase taxes for property owners.

It is my proposal in this budget to use the constant yield tax rate of \$0.6154 for the Real Property tax. Also, this budget does not reflect a tax rate increase on personal property tax. I propose to maintain the business property tax rate at the state allowed 2.5 times the real property rate. With the use of the constant yield rate, the FY 23 business personal property tax rate is \$1.54 per \$100 of assessed value.

FY 2023 New Budget Opportunities

The city received \$8,164,521.75 under the American Recovery Plan Act (ARPA). Fifty percent of these funds were included in the amended FY 22 budget and the other 50% is included in this FY 2023 Budget. These funds will be used in accordance with ARPA guidelines to benefit the city. In an effort to continue

helping City residents during this difficult time, I am proposing that \$750,000 of these ARPA funds be put toward the Emergency Assistance Program. The Emergency Assistance Program will provide mortgage, rental and utility assistance to residents who are experiencing financial hardships. I have also slated \$900,000 of ARPA funds to be put to a Homeowners Assistance program. The Homeowners Assistance Program will provide home improvement repairs to residents.

Proposed FY 2022 Budget Highlights

The total projected revenues for FY 2023 are \$16,913,894, which are close to the FY 21 amended revenue totals of \$15,661,161. Key capital expenses in the FY 2023 budget include maintaining the City's infrastructure through the repairs of streets and sidewalk to the amount of \$1,450,000. A portion of this street repair expenditure will be funded from ARPA funds. The City also plans to improve its parks and recreation sites (\$430,000). Provision is also made in this FY 23 budget to install solar panels at City Hall and by so doing continuing to enhance the City's green initiatives (\$500,000).

The City participates in the LGIT Health Cooperative with many other Maryland local governments. For FY 23 health insurance renewal rates increased by approximately 14.33%. In prior years the city has received favorable health rebate of approximately \$534,000. Since these health rebates are linked to the positive overall use of health plan by employees, I am proposing the City absorb the 14.33% increase as part of the its benefit package. I am also pleased to announce a proposed 2.7% Cost of Living Adjustment (COLA) and the continuation of 2% performance-based step increases for eligible employees.

REVENUES	FY 2023	% of TOTAL REVENUE	EXPENDITURES	FY 2023	% of TOTAL EXPENDITURES
Property & Shared Taxes	\$8,895,644	53%	Public Works	\$4,532,312	27%
Fines	\$1,812,500	11%	Public Safety	\$4,481,697	26%
Other Revenues	\$1,381,920	8%	General Government	\$7,374,585	44%
Funding From Appropriations	\$534,569	3%	Debt Services	\$240,300	1%
Grants	\$4,289,261	25%	Reserves & Scholarships	\$285,000	2%
TOTAL REVENUES	\$16,913,894	100%	TOTAL EXPENDITURES	\$16,913,894	100%

Finally, I would like to thank our Director of Finance & Accounting/Treasurer, Lorna Grant-Charles, the City Administrative Officer, Latasha Gatling, the department heads namely David Rice (Public Safety) Andre Triplett (Public Works) and all of the other City staff who diligently assisted in the preparation of the proposed FY 2023 budget. These are unprecedented times with many challenges, but I am confident that the future for the City of New Carrollton is bright.

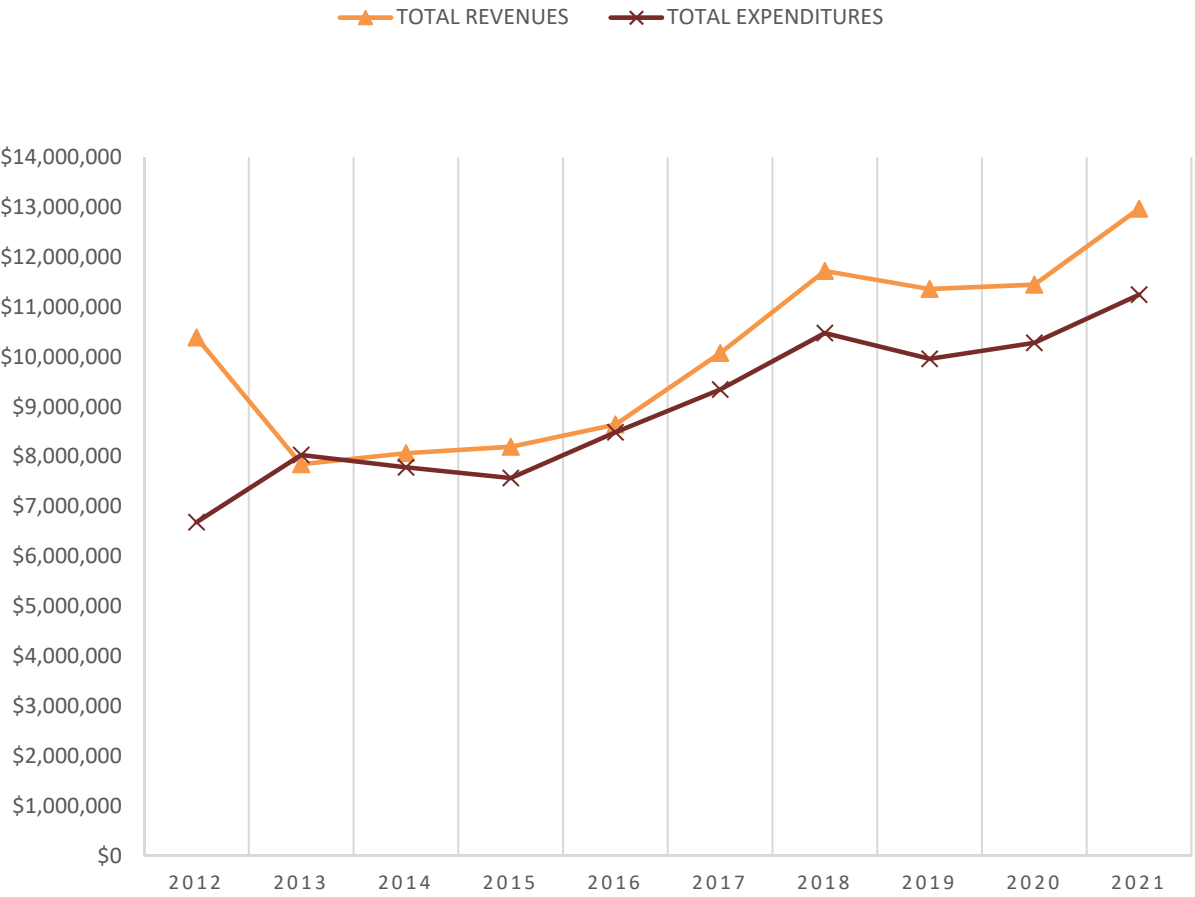
Sincerely,

A handwritten signature in black ink, appearing to read 'Phelecia E. Nembhard', with a long horizontal line extending from the end of the signature.

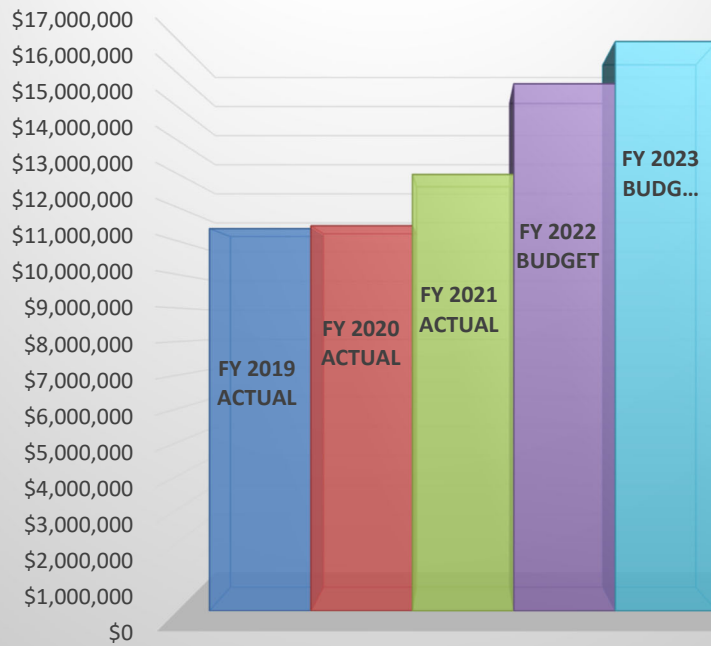
Phelecia E. Nembhard
Mayor



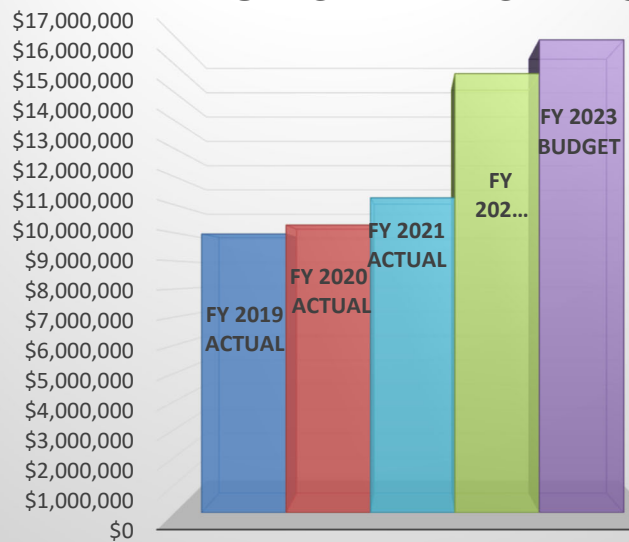
10 YEAR REVENUES AND EXPENDITURES HISTORY



REVENUES AND RESOURCES



EXPENDITURES AND RESERVES



CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Comparative Operating Budget Summary—General Fund

DESCRIPTION	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	BUDGET
	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROPOSED	FY 2022-2023 PCT CHG
<u>REVENUES AND RESOURCES</u>						
Real Property	\$5,574,167	\$5,843,755	\$6,265,845	\$6,285,419	\$6,294,258	0%
Personal Property & Utilities	552,014	587,272	835,213	551,000	836,000	52%
Interest & Penalties	19,589	34,786	36,870	30,000	35,000	17%
Business Taxes	1,939	2,097	115	2,000	1,000	-50%
State Shared Taxes-Highway User Revenue	295,443	345,900	380,689	363,534	405,899	12%
State Shared Taxes - Income Taxes	1,249,195	1,209,657	1,271,203	1,200,000	1,250,000	4%
County Shared Taxes	152,370	111,180	69,247	83,487	73,487	-12%
TAX REVENUES	7,844,717	8,134,647	8,859,182	8,515,440	8,895,644	4%
Licenses and Permits	220,499	203,399	182,835	202,522	206,552	2%
Grants	254,304	205,590	961,860	4,234,261	4,289,261	1%
Revenues from Other Agencies-Cable TV	112,497	104,135	86,628	111,000	100,000	-10%
Service Fees & Charges	712,224	682,158	665,862	684,069	681,500	0%
Fines & Forfeitures	1,365,483	1,416,682	1,733,089	1,214,500	1,812,500	49%
Other Revenues	673,398	600,459	391,116	262,368	393,868	50%
OTHER REVENUES	3,338,406	3,212,422	4,021,390	6,708,720	7,483,681	12%
OPERATING REVENUES	11,183,123	11,347,069	12,880,572	15,224,160	16,379,325	8%
Contingency Reserve Carryover				130,000	130,000	0%
Appropriated Fund Balances	173,881	96,271	87,668	157,000	254,569	62%
Operating Reserve				150,000	150,000	0%
RESERVES AND APPROPRIATIONS	173,881	96,271	87,668	437,000	534,569	22%
TOTAL REVENUE AND RESOURCES	\$11,357,004	\$11,443,339	\$12,968,240	\$15,661,160	\$16,913,894	8%

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Comparative Operating Budget Summary—General Fund

DESCRIPTION	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 BUDGET	FY 2023 PROPOSED	BUDGET FY 2022-2023 PCT CHG
<u>EXPENDITURES AND RESERVES</u>						
General Government	\$1,472,524	\$1,545,131	\$1,020,617	\$1,803,390	\$1,921,803	7%
Public Safety	2,611,267	2,875,070	3,314,901	3,133,397	3,535,437	13%
Public Works	2,247,023	2,247,460	2,084,863	2,635,127	2,689,312	2%
PERSONNEL COSTS	6,330,814	6,667,661	6,420,382	7,571,914	8,146,552	8%
General Government	609,638	713,038	1,356,791	4,886,397	5,102,213	4%
Public Safety	801,152	897,977	1,074,252	726,287	942,760	30%
Public Works	1,039,242	1,123,798	1,194,664	1,290,967	1,543,000	20%
OPERATIONS COSTS	2,450,032	2,734,813	3,625,707	6,903,651	7,587,973	10%
General Government	205,322	155,120	125,083	56,500	350,569	520%
Public Safety	69,095	228,967	135,000	2,500	3,500	40%
Public Works	573,131	157,509	595,346	506,000	300,000	-41%
CAPITAL COSTS	847,548	541,596	855,429	565,000	654,069	16%
TOTAL EXPENDITURES	9,628,395	9,944,071	10,901,517	15,040,564	16,388,593	9%
Debt Service (Principal & Interest)	325,541	328,780	334,612	335,596	240,300	-28%
TOTAL DEBT SERVICE	325,541	328,780	334,612	335,596	240,300	-28%
Contingency Reserve Carryover				130,000	130,000	0%
Operating Reserve				150,000	150,000	0%
Other Use of Appropriations	3,500	5,000	9,000	5,000	5,000	0%
TOTAL USE OF APPROPRIATIONS	3,500	5,000	9,000	285,000	285,000	0%
TOTAL EXPENDITURES AND RESERVES	9,957,435	10,277,851	11,245,133	15,661,160	16,913,894	8%
Surplus (Deficit)	\$1,399,569	\$1,165,488	\$1,723,105	\$0	\$0	
Fund Balance, Beginning of Year	10,290,855	13,402,973	14,568,461	16,291,566	16,291,566	
Fund Balance, End of Year	\$13,402,973	\$14,568,461	\$16,291,566	\$16,291,566	\$16,291,566	

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Fund Balance Summary—Restricted & Assigned

	DESCRIPTION	AS OF 06/30/2020	AS OF 06/30/2021
RESTRICTED FUND BALANCE:			
	Weinbach Scholarship	31,629	28,171
	Public Safety-Speed Camera	67,885	413,077
	Cable TV Equipment Grant	797,196	801,796
COMMITTED FUND BALANCE:			
	Operating Reserve	250,000	250,000
	Reserve-Real Property	468,500	468,500
ASSIGNED FUND BALANCE:			
	Designated for Street Work	559,370	634,973
	Designated for Sidewalk Work	8,305	158,306
	Designated for Bridge Work	115,397	115,397
	Designated for Capital Projects	1,402,986	837,035
	Designated for Compensated Absences	352,181	352,432
	Designated for Vehicles	5,186	35,786
	Designated for Health & Wellness	719,849	969,213
	Designated for Global Signal Proceeds	477,435	477,435
	Designated Contingency Reserve Carryover	130,000	130,000
	Designated for NARD Incentive Fund	574,500	474,500
	Change in Net Assets	1,177,289	1,525,102
UNASSIGNED FUND BALANCE			
	Undesignated, Unappropriated Fund Balance	7,442,554	8,619,843
TOTAL FUND BALANCE		\$14,580,262	\$16,291,566

Fund Balance Explanations:

In the fund financial statements, governmental funds report fund balances in classifications that comprise a hierarchy based primarily on the extent to which the City is bound to honor constraints on the specific purposes for which amounts in those funds can be spent.

- The *nonspendable* fund balance classification includes amounts that cannot be spent because they are either (a) not in spendable form or (b) legally or contractually required to be maintained intact.
- *Restricted* fund balances are amounts that are restricted to specific purposes when the constraints are externally imposed by creditors, grantors, contributors or laws or regulations of other governments; or imposed by the City Charter, City Code or enabling legislation.
- Committed fund balances are the amounts that can only be used for specific purposes pursuant to constraints imposed by formal action (ordinance) of the City's Council, the decision-making authority.
- Assigned fund balances are the amounts that are constrained by the City's intent to be used for specific purposes, but neither restricted nor committed pursuant to the City Charter. The City's Council and the City Administrator are authorized to assign amounts for specific purposes.
- Unassigned fund balance is the residual classification for the general fund. The general fund is the only fund that reports a positive unassigned fund balance amount.

The City considers restricted fund balances to be spent for governmental expenditures first when both restricted and unrestricted resources are available. The City also considers committed fund balances to be spent first, assigned fund balances to be spent second and unassigned fund balances to be spent last when other unrestricted fund balance classifications are available for use.

Assigned Fund Balances:

1. Designated for Street Work - Funded by Highway User Revenue and amounts budgeted for permitted uses of the Fund. Permitted uses of the Fund include, but are not limited to, street loans, traffic supplies and street repair and maintenance, including potholes.
2. Designated for Sidewalk Work - Funded by amounts budgeted for permitted uses of the Fund. Permitted uses of the Fund include, but are not limited to, the installation, repair and maintenance of sidewalks and acquisition of easements and/or property for new sidewalks.
3. Designated for Bridge Work - Funded by amounts budgeted for permitted uses of the Fund. Permitted uses of the Fund include, but are not limited to, the installation, repair and maintenance of bridges, including those used by pedestrians, cyclists and motorists.

4. Designated for Capital Projects- Funded by amounts budgeted for permitted purposes. Permitted uses of the Fund are capital outlays.
5. Designated for Compensated Absences- This Fund consists of the dollar value of vacation balances at each fiscal year end. The Permitted Use of the Fund is to pay for vacation related absences accrued prior to the end of one fiscal year but taken in another fiscal year.
6. Designated for Vehicles- Funded by amounts budgeted for permitted uses of the Fund. The Permitted Use of the Fund is for the purchase of vehicles.
7. Designated for Health & Wellness- The Health & Wellness Fund will be funded with those monies received by the City from the Local Government Insurance Trust as a result of claim fund surpluses being paid out to members of the Maryland Local Government Health Insurance Cooperative ("MLGHC"). The purpose of the Health & Wellness Fund is to help cover potential health insurance rate increases in the future and to increase City employee wellness programs and activities.
8. Designated for Global Signal Proceeds- The City sold an easement over property located at 7500 Good Luck Road to Global Signal and decided to designate the proceeds at the time to be used for future expenditures.
9. Designated Contingency Reserve Carryover: These Funds are reserved for expenditures in the fiscal year due to urgent situations.
10. Designated for NARD Incentive Fund - Funded by an original appropriation of \$1,000,000.00 (One Million Dollars) for the creation of the Fund. The Permitted Uses of the Fund include, but are not limited to, incentives to attract and retain businesses to the City as well as the annexation of properties, especially business properties, located along highways in the City.

Where Funds Come From—FY 2023 Budget:

Real Estate	37.2%
Personal Property	4.9%
Interest & Penalties	0.2%
Business Taxes	0.0%
State Highway User Revenues	2.4%
State Income Taxes	7.4%
County Shared Taxes	0.4%
TOTAL TAXES	52.6%
Licenses & Permits	1.2%
Grants	25.4%
Revenues from Other Agencies - Cable TV	0.6%
Service Fees and Charges	4.0%
Fines & Forfeitures	10.7%
Other Revenues	2.3%
TOTAL OTHER REVENUES	44.2%
RESERVES AND APPROPRIATIONS	3.2%
TOTAL REVENUES	100.0%

Where Funds Go—FY 2023 Budget:

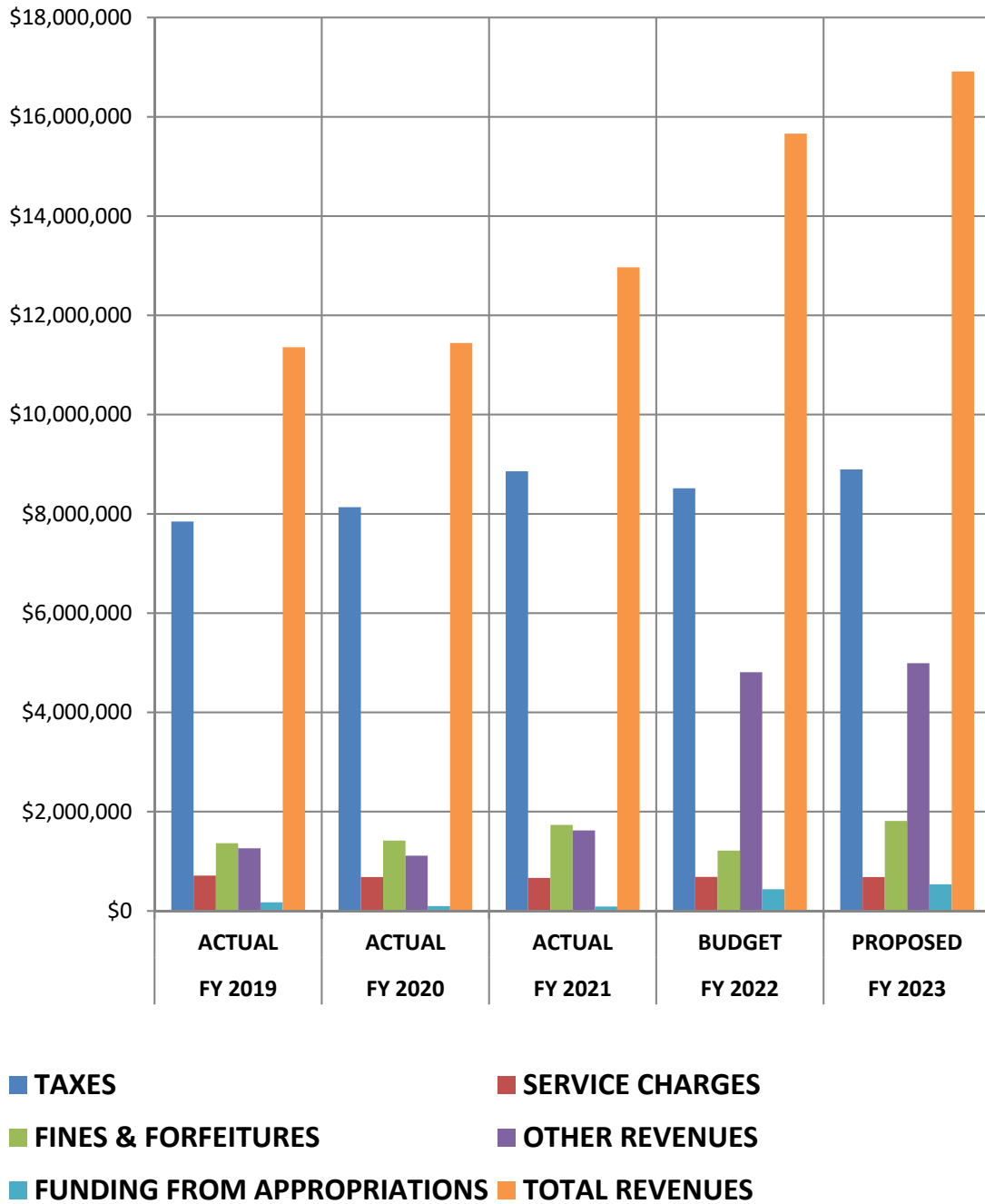
Mayor & Council	2.1%
General Government Administration	35.7%
Economic Development	0.1%
Finance & Accounting	2.2%
TOTAL GENERAL GOVERNMENT	40.1%
Police Administration	10.3%
Police Special Operations	2.7%
Police Patrol	11.6%
Police Support Services	1.9%
Code Enforcement	3.5%
TOTAL POLICE	30.0%
Public Works Administration	7.0%
Public Works Maintenance	5.1%
Public Works Sanitation	10.4%
Public Works Grounds Maintenance	4.3%
TOTAL PUBLIC WORKS	26.8%
Debt Service	1.4%
Other Expenditures	0.0%
TOTAL OTHER	1.5%
RESERVES & APPROPRIATIONS	1.7%
TOTAL EXPENDITURES & RESERVES	100.0%



REVENUES & RESOURCES



REVENUES & RESOURCES COMPARISON



CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Revenue & Resources—Taxes, Licenses & Permits

							BUDGET
ACCOUNT		FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2022-2023
NUMBER	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROPOSED	PCT CHG
	<u>GENERAL PROPERTY TAXES</u>						
01-1000-30100	Real Property	\$5,334,543	\$5,716,336	\$6,131,303	\$6,155,419	\$6,159,258	0%
01-1000-30150	Business Real Property - Public Safety Taxing District	239,624	127,419	134,542	130,000	135,000	4%
01-1000-30200	Personal Property - Business	419,164	455,362	675,702	420,000	676,000	61%
01-1000-30250	Personal Property - Public Safety Taxing District	30,824	35,814	61,888	34,000	60,000	76%
01-1000-30300	Property of Public Utilities	102,026	96,096	97,623	97,000	100,000	3%
01-1000-30510	Penalties / Interest	19,589	34,786	36,870	30,000	35,000	17%
	TOTAL GENERAL PROPERTY TAXES	\$6,145,770	\$6,465,813	\$7,137,928	\$6,866,419	\$7,165,258	4%
	<u>STATE SHARED TAXES</u>						
01-1000-30650	Admissions & Amusements	1,939	2,097	115	2,000	1,000	-50%
01-1000-31610	Highway User & Motor Vehicle Tax	295,443	345,900	380,689	363,534	405,899	12%
01-1000-31620	State Income Tax	1,249,195	1,209,657	1,271,203	1,200,000	1,250,000	4%
	TOTAL STATE SHARED TAXES	\$1,546,577	\$1,557,654	\$1,652,007	\$1,565,534	\$1,656,899	6%
	<u>COUNTY SHARED TAXES</u>						
01-1000-31630	P.G. County Disposal Fee Rebate	33,468	33,468	33,468	33,468	33,468	0%
01-1000-31650	Hotel / Motel Tax	118,883	77,692	35,779	50,000	40,000	-20%
01-1000-31700	Payment in Lieu of Bank Stocks	19	19	-	19	19.00	0%
	TOTAL COUNTY SHARED TAXES	\$152,370	\$111,180	\$69,247	\$83,487	\$73,487	-12%
	TOTAL TAXES	\$7,844,717	\$8,134,647	\$8,859,182	\$8,515,440	\$8,895,644	4%

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Revenue & Resources—Taxes, Licenses & Permits

	<u>LICENSES AND PERMITS</u>						
01-1000-32100	State Traders & Peddlers	5,426	4,961	6,987	5,000	9,000	80%
01-1000-32150	City Business License	13,530	13,240	13,776	13,000	13,000	0%
01-1000-32200	Comcast Franchise Fees	94,130	81,122	78,651	80,000	80,000	0%
01-1000-32210	Verizon Cable Franchise Fees	88,081	87,204	62,009	86,000	86,000	0%
01-1000-32310	Verizon Property Lease	9,522	9,522	9,522	9,522	9,552	0%
01-1000-32400	Building Permit Fees	9,810	7,350	11,890	9,000	9,000	0%
	TOTAL LICENSES AND PERMITS	\$220,499	\$203,399	\$182,835	\$202,522	\$206,552	2%

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Revenue & Resources—Taxes, Licenses & Permits

GENERAL PROPERTY TAXES

- 01-1000-30100** **Real Property:** Levied upon the assessed value of all real estate within the City.
- 01-1000-30150** **Business Real Property - Public Safety Taxing District:** An additional real property tax assessed on designated Public Safety Districts as described in Ch. 105 (Taxation) of the New Carrollton City Code. The purpose is to enhance public safety services in those districts.
- 01-1000-30200** **Personal Property - Business:** Levied upon the assessed value of all furniture, fixtures, office equipment, inventory, stock, and personal business assets of incorporated and unincorporated businesses.
- 01-1000-30250** **Personal Property - Public Safety Taxing District:** An additional personal property tax assessed on designated Public Safety Districts as described in Ch. 105 (Taxation) of the New Carrollton City Code. The purpose is to enhance public safety services in those districts.
- 01-1000-30300** **Personal Property Public Utilities:** Levied upon the inventory and domestic shares of public utilities within the City.
- 01-1000-30510** **Penalties/Interest:** Interest income from past due General Property Taxes.

STATE SHARED TAXES

- 01-1000-30650** **Admissions & Amusements:** Levied at a rate of 4.25% for swimming pools, 10% for motion picture theaters and coin-operated amusement devices, and 6% for all other entertainment, and on amusement activities for which an entrance fee is charged. Distribution is made quarterly.
- 01-1000-31610** **Highway User & Motor Vehicle Tax:** 17.5% of the tax receipts on motor fuel and vehicle registrations are distributed to the counties and municipalities. The County receives one-half in the same ratio that its road mileage bears to the total road mileage in the State, and one-half based on the ratio of vehicles in the County to the total number of vehicles in the state. The City then receives a percentage based on the ratio of mileage of City streets to the total mileage of all streets in the County, and also a percentage based on the ratio of vehicle

Revenues Continued

registrations in the City to the total vehicle registrations in the County. This year's revenue is based on 8,170 registered vehicles and 22.79 miles of roadway in the City of New Carrollton. Distribution is made monthly along with a one-time grant amount.

01-1000-31620 **State Income Taxes:** The State Comptroller is required to annually certify the amount of the State Income Tax liability of the residents of each municipality and special taxing district and to return 8.5% of the total for each jurisdiction to the respective governments. Distribution is made quarterly.

COUNTY SHARED TAXES

01-1000-31630 **P.G. County Disposal Fee Rebate:** Prorated distribution to municipalities, based on the City's population, for the cost of Prince George's County's bulk trash collection service included in the landfill fees paid by the City.

01-1000-31650 **Hotel / Motel Tax:** This distribution equals 50% of the 5% room tax collected by Prince George's County on hotels located within the city.

01-1000-31700 **Payment in Lieu of Bank Stocks:** A tax on shares of stock of banks and finance corporations doing business in the State. When a financial institution subject to this tax was located in a municipality, the proceeds were divided between the county and municipality. This tax was discontinued as of July 1, 1968. The state, however, compensated the counties for their loss of revenue. The counties, in turn were required to make an annual grant to each municipality equal to the amount they received through the tax in the 1968 fiscal year. Distribution is on an annual basis.

LICENSES AND PERMITS

01-1000-32100 **State Traders & Peddlers:** Receipts from license fees paid to the State by businesses operating within the City. Ninety-two percent (92%) of the fees are, in turn, distributed to the City. Distribution is made several times during the year with the bulk of revenues received by municipalities in May of each year.

01-1000-32150 **City Business License:** From annual license fees paid to the City by each business operating in the City.

01-1000-32200 **Comcast Cable Franchise Fees:** Five percent (5%) of annual gross subscriber charges received by the Cable Television Franchisee (Comcast) from municipal residents are returned to the City in accordance with the provisions of the City Franchise Agreement. Distribution is made quarterly.

Revenues Continued

- 01-1000-32210** **Verizon Cable Franchise Fees:** Five percent (5%) of annual gross subscriber charges received by the Cable Television Franchisee (Verizon) from municipal residents are returned to the City in accordance with the provisions of the City Franchise Agreement. Distribution is made quarterly.
- 01-1000-32310** **Verizon Property Lease:** Proceeds from an agreement with Verizon for the lease of property at \$600 a month.
- 01-1000-32400** **Building Permit Fees:** Fees charged to issue building construction and repair permits.

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Revenue & Resources—Grants from Government & Other Agencies & Service Charges

							BUDGET
ACCOUNT		FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2022-2023
NUMBER	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROPOSED	PCT CHG
	<u>INTERGOVERNMENTAL GRANTS</u>						
01-1000-33700	State Aid for Police Protection	167,948	161,256	167,591	152,000	152,000	0%
01-1000-33710	Crime Control & Prevention Grant	39,350					
01-1000-33720	Community Policing Service Grant						
01-1000-33725	Domestic Violence Resource Grant						
01-1000-35310	School Bus Grant	-	3,600	-	-	-	
01-1000-35315	COVID Relief Funds			789,188	-	-	
01-1000-35317	American Rescue Plan Act Funds	-	-	-	4,082,261	4,082,261	0%
01-1000-35340	Other Miscellaneous Grants	47,006	40,734	5,081		55,000	100%
	TOTAL INTERGOVERNMENTAL GRANTS	\$254,304	\$205,590	\$961,860	\$4,234,261	\$4,289,261	1%
	<u>REVENUE FROM OTHER AGENCIES</u>						
01-1000-35600	Cable TV Equip. Support Grant-Comcast	56,478	48,673	47,191	55,000	50,000	-9%
01-1000-35620	Cable TV Equip. Support Grant-Verizon	56,020	55,462	39,437	56,000	50,000	-11%
	TOTAL REVENUE FROM OTHER AGENCIES	\$112,497	\$104,135	\$86,628	\$111,000	\$100,000	-10%
	<u>SERVICE CHARGES - GENERAL GOVERNMENT</u>						
01-1000-35810	Advertising Fees	3,454	2,114	435	2,000	1,000	-50%
01-1000-35820	Municipal Center Room Rent	1,853	1,650	75	1,300	-	-100%
	<u>SERVICE CHARGES - POLICE SERVICES</u>						
01-1000-35860	Special Police Service Fees	26,744	12,795	13,710	15,000	15,000	0%

							BUDGET
ACCOUNT		FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2022-2023
NUMBER	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROPOSED	PCT CHG
	<u>SERVICE CHARGES - CODE ENFORCEMENT</u>						
01-1000-35910	Rental Property Inspection	315,750	301,950	286,000	300,000	300,000	0%
01-1000-35920	Property Clean-up & Liens	785	149	613	1,000	1,000	0%
	<u>SERVICE CHARGES - SANITATION SERVICE</u>						
01-1000-36000	Trash Pick-up Service Fees	321,060	320,940	322,260	322,000	322,000	0%
01-1000-36010	Recycling Fees	42,579	42,560	42,769	42,769	42,500	-1%
	TOTAL SERVICE CHARGES	\$712,224	\$682,158	\$665,862	\$684,069	\$681,500	0%

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Revenue & Resources—Grants from Government & Other Agencies & Service Charges

INTERGOVERNMENTAL GRANTS

01-1000-33700	State Aid for Police Protection: Funds from general revenues of the State based upon the ratio of the City's expenditures for police services in relation to the total expenditures for police services provided by the Prince George's County Police Department and all other municipal departments in the County. Distribution is made quarterly. Estimates provided by the Maryland State Police.
01-1000-33710	Crime Control & Prevention Grant: A grant received from the State of Maryland to purchase police equipment.
01-1000-33720	Community Policing Service Grant: A grant in the amount of \$191,255.46 received from the State of Maryland to pay for one police officer for three years starting in FY 2016.
01-1000-33725	Domestic Violence Resource Grant: A grant in the amount of \$191,255.46 received from the State of Maryland to pay for one police officer for three years starting in FY 2016.
01-1000-33730	Maryland State Highway Safety Grant: A grant received from State of Maryland to provide Law Enforcement Overtime for DUI, Occupant Protection and Aggressive Driving.
01-1000-35310	School Bus Grant: A grant received from the State of Maryland to provide a safe environment at the school bus stop.
01-1000-35325	Community Development Block Grant, Economic Development: A grant received from HUD to fund affordable housing, anti-poverty programs, and infrastructure development.
01-1000-35340	Other Miscellaneous Grants: Miscellaneous grants.

REVENUES FROM OTHER AGENCIES

01-1000-35600	Cable TV Equip. Support Grant-Comcast: Three percent (3%) of Gross Revenues from subscribers within the City. Capital grant to the City per the 1999 Jones (aka Comcast) Cable Franchise Agreement; shall be used by the City exclusively for PEG capital costs, including but not limited to, capital costs for studio facilities, studio and portable production equipment, editing equipment, program playback equipment, I-Net equipment, and dark fiber.
----------------------	--

Revenues Continued

01-1000-35620 **Cable TV Equip. Support Grant-Verizon:** Three percent (3%) of Gross Revenues from subscribers within the City. Capital grant to the City per the 2006 Verizon Maryland Inc. Cable Franchise Agreement; shall be used by the City exclusively for studio facilities, studio and portable production equipment, editing equipment and program playback equipment, I-Net equipment or capacity, computers, dark fiber, and other costs associated with the PEG/I-Net (including I-Net capital costs), or any other PEG or I-Net item eligible for capital treatment or otherwise not classified as Franchise Fee under Applicable Law.

SERVICE CHARGES - GENERAL GOVERNMENT

01-1000-35810 **Advertising Fees:** Income received from advertising in the City newsletter, on bus shelters, etc.

01-1000-35820 **Municipal Center Room Rent:** Revenues received from renting out the municipal center rooms.

SERVICE CHARGES - POLICE SERVICE

01-1000-35860 **Special Police Service Fees:** Fees charged to provide special police services such as vehicle release, accident reports, and speed flagging fees.

SERVICE CHARGES – CODE ENFORCEMENT

01-1000-35910 **Rental Property Inspection:** Revenues derived from rental property licenses and the inspections of the rental dwelling units. The fees are adopted by resolution of the Council as part of a separate Fee Schedule.

01-1000-35920 **Property Clean-up & Liens:** Revenues received from City property abatements, which are a result of City code violations. Sometimes payment will come via the County if the property owner has paid off the lien on this property.

Revenues Continued

SERVICE CHARGES – SANITATION SERVICES

- | | |
|----------------------|--|
| 01-1000-36000 | Trash Pick-up Service Fees: An assessed fee, with the purpose of recovering costs associated with City trash removal. The fee is set as part of a Fee Schedule adopted annually, during the budget process, by resolution of the Council. |
| 01-1000-36010 | Recycling Fees: An assessed fee, with the purpose of recovering costs associated with City provided recycling services. The fee is set as part of a Fee Schedule adopted annually, during the budget process, by resolution of the Council. |

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Revenue & Resources—Other Revenues, Financing & Fund Designations

							BUDGET
ACCOUNT		FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2022-2023
NUMBER	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROPOSED	PCT CHG
	<u>FINES</u>						
01-1000-36110	Municipal Infractions			\$1,159	\$2,500	\$2,500	0%
01-1000-36150	Red Light Camera	649,150	836,819	1,046,760	672,000	1,110,000	65%
01-1000-36155	Speed Camera Revenue	484,269	386,249	591,680	350,000	600,000	71%
01-1000-36160	Vehicle Control Fines & Towing	232,064	193,614	93,490	190,000	100,000	-47%
	TOTAL FINES	\$1,365,483	\$1,416,682	\$1,733,089	\$1,214,500	\$1,812,500	49%
	<u>INTEREST AND DIVIDENDS</u>						
01-1000-36260	Interest Earned on Investments	210,107	162,895	14,360	150,000	15,000	-90%
01-1000-36261	Unrealized Loss/Gain in Market Value	165,500	44,144	(35,822)	50,000	30,000	-40%
01-1000-36270	Interest Earned on Fidelity CD Investments	-56,536	69,558	41,686	40,000	45,000	13%
	TOTAL INTEREST AND DIVIDENDS	\$319,072	\$276,597	\$20,224	\$240,000	\$90,000	-63%
	<u>OTHER REVENUES</u>						
01-1000-36300	Scrap Metal & Paper	855	2,028	2,002	1,000	1,500	50%
01-1000-36320	Seized Revenues	3,113	-2,843	765	1,000	1,500	50%
01-1000-36350	Right-of-Way Fees	19,368	19,368	19,368	19,368	19,368	0%
01-1000-36390	Insurance Proceeds			87,706.00	-	50,000	100%
01-1000-36400	Miscellaneous Revenues	330,990	304,461	254,688	-	225,000	50%
01-1000-36410	Vending Machine Revenue		848	1,706	1,000	1,500	100%
01-1000-36500	Community Outreach Revenue			4,657	-	5,000	100%
	TOTAL OTHER REVENUES	\$354,327	\$323,862	\$370,892	\$22,368	\$303,868	1258%

							BUDGET
ACCOUNT		FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2022-2023
NUMBER	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROPOSED	PCT CHG
	<u>OTHER FINANCING SOURCES</u>						
01-1000-36730	Designated for Wellness Fund				10,000	10,000	0%
01-1000-36740	Bond Proceeds-Municipal Building Upgrade	173,881	96,271	87,668	-	89,569	100%
01-1000-36755	Designated Weinbach Scholarship	-	-		5,000	5,000	0%
	TOTAL OTHER FINANCING SOURCES	\$173,881	\$96,271	\$87,668	\$15,000	\$104,569	597%
	<u>APPROPRIATED FUND BALANCES</u>						
01-1000-36810	Designated for Street Repair				142,000	150,000	6%
01-1000-36840	Contingency Reserve				130,000	130,000	0%
01-1000-36850	Undesignated Prior Year Surplus	-	-	-	-	-	0%
01-1000-36900	Operating Reserve				150,000	150,000	0%
	TOTAL FUNDING FROM APPROPRIATIONS	\$0	\$0	\$0	\$422,000	\$430,000	2%
TOTAL REVENUES AND RESOURCES		\$11,357,004	\$11,443,339	\$12,968,240	\$15,661,160	\$16,913,894	8%

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Revenue & Resources—Other Revenues, Financing & Fund Designations

FINES AND FORFEITURES

- 01-1000-36110** **Municipal Infractions:** Revenues received from the Code Enforcement & Police Department violation citations. These are separate from property abatement and towing revenues.
- 01-1000-36150** **Red Light Camera:** Automated Public Safety Enforcement Program Revenues from violations for failing to obey a traffic control device, specifically a red light signal.
- 01-1000-36155** **Speed Camera Revenue:** Automated Public Safety Enforcement Program Revenues from violations for failing to obey a properly marked speed limit control device specifically located in school zones.
- 01-1000-36160** **Vehicle Control Fines & Towing:** Income from the release of impounded vehicles from towing as result of Police Department efforts related to unauthorized or non-compliant motor vehicles. Also, revenue received as a result of non-moving violation citations written by Police Department and Parking Enforcement.

INTEREST AND DIVIDENDS

- 01-1000-36260** **Interest Earned on Fidelity CD Investments:** Income and dividends from investing municipal funds in interest bearing federally guaranteed securities.
- 01-1000-36261** **Unrealized Loss/Gain in Market Value:** Unrealized gains and unrealized losses on the Certificate of Deposit (CD) accounts with Fidelity profits or losses, the actual gain or loss is not determined until the position is closed.
- 01-1000-36270** **Interest Earned on Fidelity:** Income and dividends from investing municipal funds in interest bearing, Certificate of Deposit (CD) accounts with Fidelity.

OTHER REVENUES

- 01-1000-36300** **Scrap Metal & Paper:** Scrap metal and commingled paper recycling revenues.
- 01-1000-36320** **Seized Revenues:** Cash or other assets seized from residents doing illegal activities in the City.
- 01-1000-36350** **Right-of-Way Fees:** Income received annually from Verizon for use of the City-Owned right-of-way in which the communication cable has been buried.

Revenues Continued

- 01-1000-36400** **Miscellaneous Revenues:** Revenues from sources not otherwise classified.
- 01-1000-36410** **Vending Machine Revenue:** Sales revenue from vending machines.
- 01-1000-36600** **Weinbach Scholarship Grant Revenue:** Proceeds received from annual fund-raisers and individual donations used to provide college scholarship assistance to deserving youth of the City.

OTHER FINANCING SOURCES

- 01-1000-36730** **Designated for Wellness Fund:** Funds to cover potential health insurance rate increases in the future and to increase City employee wellness programs.
- 01-1000-36740** **Bond Proceeds-Municipal Building Upgrade:** Funds received from loan designated to do Municipal Building Upgrade.
- 01-1000-36755** **Designated for Weinbach Scholarship:** Funds designated during prior years the Weinbach Scholarship.

APPROPRIATED FUND BALANCES

- 01-1000-36770** **Designated for Street Repair:** Funds designated during prior years for street repairs.
- 01-1000-36840** **Contingency Reserve:** Funds reserved for expenditures in the fiscal year to spend in the event of urgent situations.
- 01-1000-36900** **Operating Reserve:** Each annual budget shall include, as part of the total expenditure appropriations, an operating reserve which shall be in the amount of not less than one hundred fifty thousand dollars (\$150,000.). [Amended 4-2-1997 by Ord. No. 97-01]

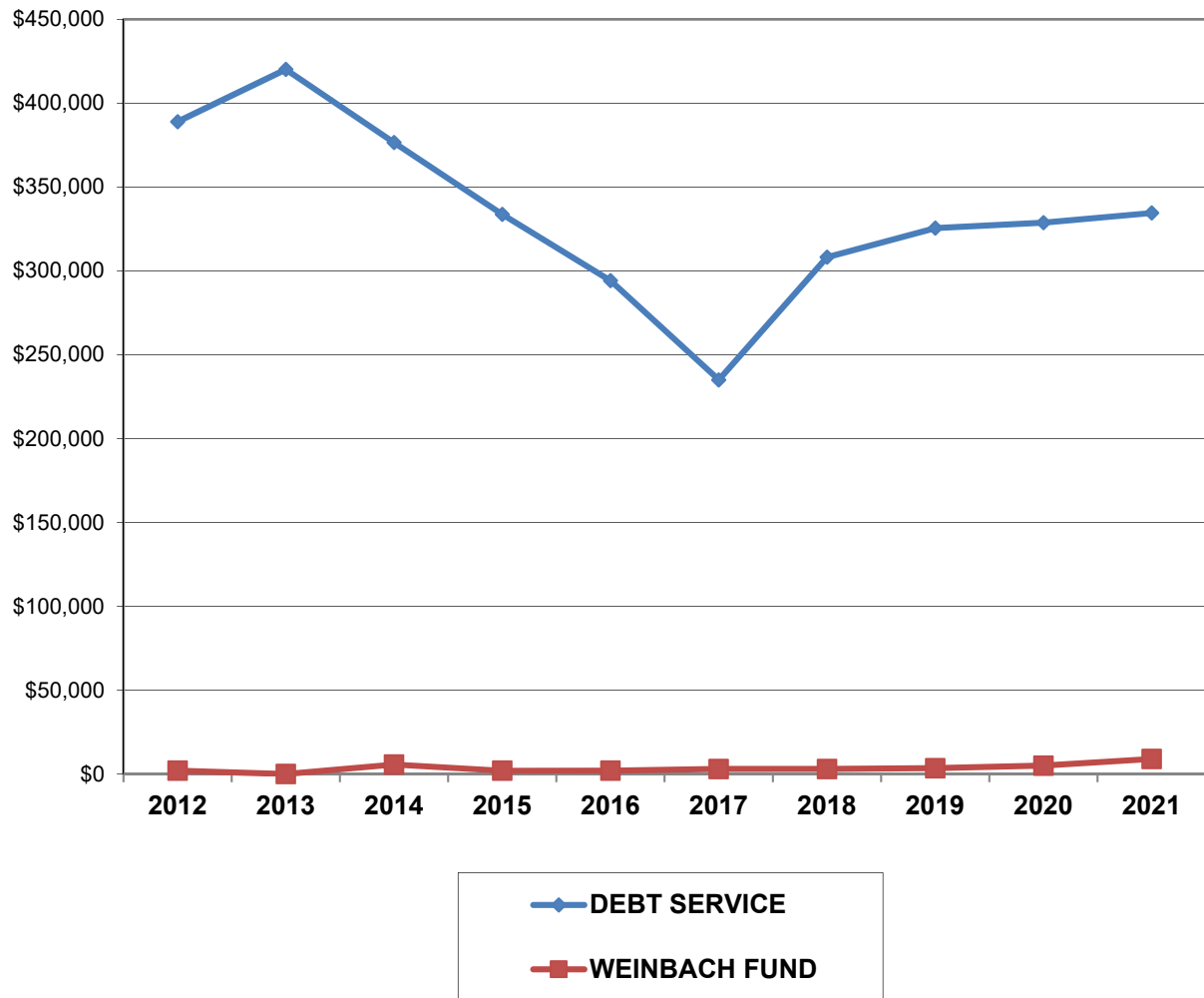


OTHER EXPENDITURES: NON-DEPARTMENTAL EXPENDITURES

These expenditures are not part of a departmental operational budget and are accounted for separately.



**OTHER EXPENDITURES
(10 YEARS HISTORY)**



CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Debt Service & Fund Designations

ACCOUNT NUMBER	DESCRIPTION	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 BUDGET	FY 2023 PROPOSED	BUDGET FY 2022-2023 PCT CHG
<u>OTHER EXPENSES</u>							
01-4510-60120	Debt Serv. - Street & Bridge Principal	\$87,500	\$90,500	\$93,000	\$96,000	\$0	-100%
01-4510-60130	Debt Serv. - Street Work Principal 2012	76,051	77,489	79,767	86,377	90,000	4%
01-4510-60140	Debt Serv. - Municipal Center Principal 2017	88,000	89,500	91,500	93,500	95,000	4%
01-4510-60520	Debt Serv. - Street Work & Bridge Interest	11,010	8,385	5,670	2,880	-	-100%
01-4510-60530	Debt Serv. - Street Work Bond Interest 2012	35,722	34,284	32,006	25,389	25,300	0%
01-4510-60540	Debt Serv. - Municipal Center Interest 2017	27,257	28,622	32,669	31,450	30,000	-5%
TOTAL DEBT SERVICE		325,540	328,780	334,612	335,596	240,300	-28%
01-4520-62100	Contingency Reserve				130,000	130,000	0%
01-4520-62120	Operating Reserve				150,000	150,000	0%
01-4521-62200	Weinbach Scholarship Grant	3,500	5,000	9,000	5,000	5,000	0%
TOTAL USE OF APPROPRIATIONS		3,500	5,000	9,000	285,000	285,000	0%
TOTAL DEBT SERVICE AND USE OF APPROPRIATION		\$329,040	\$333,780	\$343,612	\$620,596	\$525,300	-15%

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditures by Object & Program Classification—Narrative Description of Expenditure Accounts

OTHER EXPENSES

Debt Service

01-4510-60120	Debt Serv. - Street Work & Bridge Principal: Bonds for \$1,000,000 issued for the improvement and replacement of bridges and streets at 4.33%. Matures in year 2025. Refunded \$600,000 in 2015 at 1.93% maturing in 2022.
01-4510-60130	Debt Serv. – Street Work Principal 2012: Bonds for \$1,750,000 issued for the improvement of City streets at a rate of 2.52%. The bond will be fully paid 2032.
01-4510-60140	Debt Serv. – Municipal Center Principal 2017: Bonds for \$1,500,000 issued for the updates of the Municipal Center at a rate of 2.78%. The bond will be fully paid 2032.
01-4510-60520	Debt Serv. – Street Work & Bridge Interest: Interest payable at 4.33% for the streets and bridges work debt. Refunded \$600,000 in 2015 at 1.93% maturing in 2022.
01-4510-60530	Debt Serv. – Street Work Bond Interest 2012: Interest payable at 2.52% for the street improvement.
01-4510-60540	Debt Serv. – Municipal Center Interest 2017: Bonds for \$1,500,000 issued for the updates of the Municipal Center at a rate of 2.78%. The bond will be fully paid 2032.
01-4510-61150	Debt Serv. - Vehicle Loan Principal FY 2012: Annual principal repayment of loan \$325,000 borrowed from PNC Bank for the purchase of vehicles and equipment at the rate of 2.40%.
01-4510-61540	Debt Serv. - Vehicle Loan Interest FY 2010: Annual interest payment of loan \$175,000 borrowed from a commercial bank for the purchase of vehicles and equipment at the rate of 6%.

Appropriations

- 01-4520-62100** **Contingency Reserve:** Funds reserved for expenditures in the fiscal year to spend in the event of urgent situations.
- 01-4520-62120** **Operating Reserve:** Each annual budget shall include, as part of the total expenditure appropriations, an operating reserve which shall be in the amount of not less than one hundred fifty thousand dollars (\$150,000). [Amended 4-2-1997 by Ord. No. 97-01]
- 01-4521-62200** **Weinbach Scholarship Grant:** Scholarships awarded to New Carrollton Scholars.

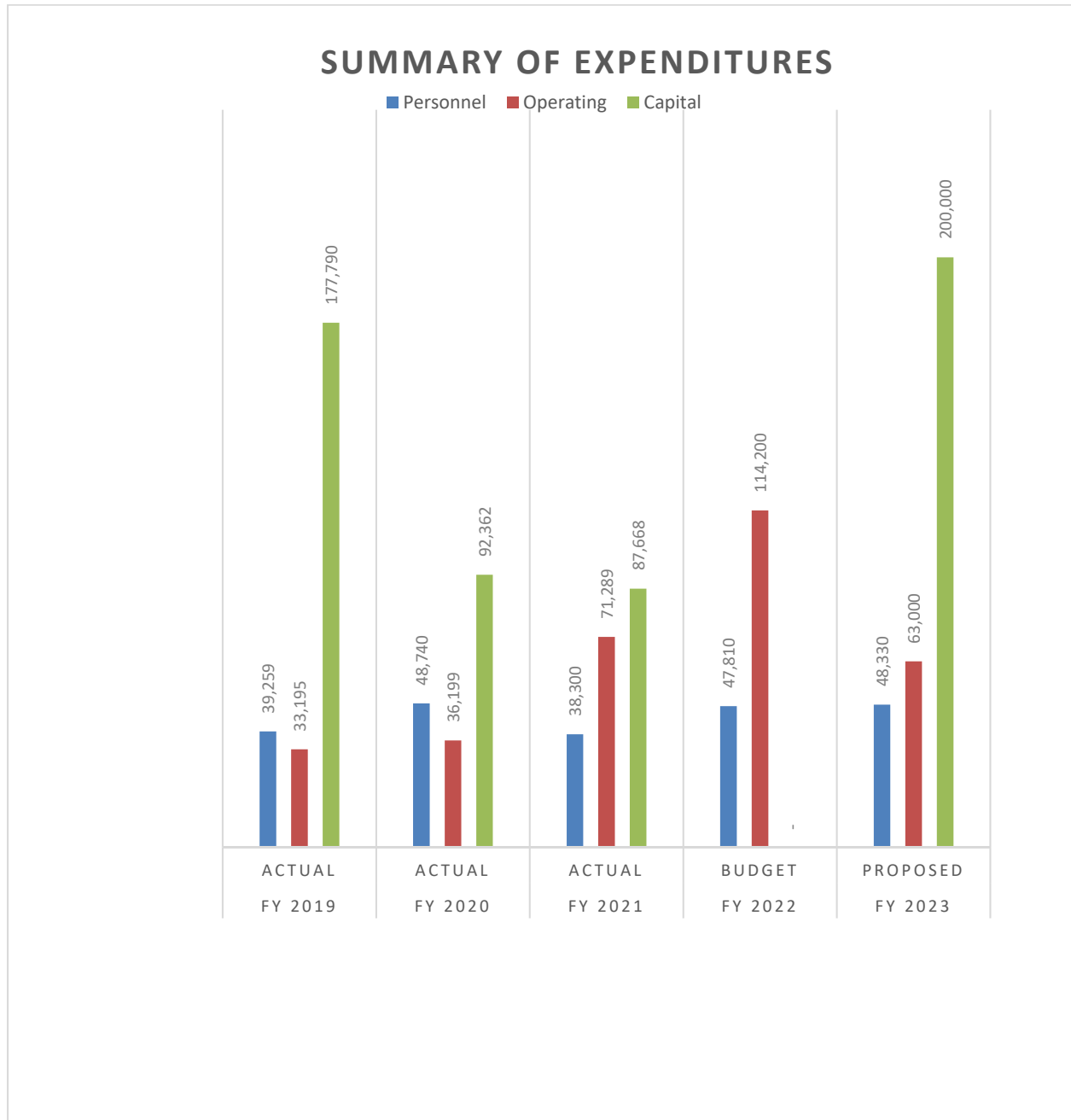


GENERAL GOVERNMENT



GENERAL GOVERNMENT: MAYOR AND COUNCIL

MISSION STATEMENT: The mission of the Mayor's office is to provide administrative leadership and to ensure that the citizens and residents of the City of New Carrollton are served in a professional, efficient, and ethical manner. The mission of the City Council is to establish laws, regulations and policies, which balance the diverse needs and interests of the City residents.



CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—GENERAL GOVERNMENT | ACTIVITY—MAYOR AND COUNCIL

ACCOUNT NUMBER	DESCRIPTION	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 BUDGET	BUDGET	
						FY 2023 PROPOSED	FY 2022-2023 PCT CHG
<u>PERSONNEL EXPENSES</u>							
01-1110-45000	Mayor	\$7,200	\$7,200	\$7,200	\$9,600	\$9,600	0%
01-1110-45100	Council	23,200	24,000	24,000	30,000	30,000	0%
01-1110-45250	Treasurer	1,500	-	-	-	-	
01-1110-46300	F.I.C.A.	2,440	2,387	2,170	3,030	3,030	0%
01-1110-46500	Health Insurance	2,651	12,071	-	-	-	
01-1110-47000	Workers' Compensation	-	76	75	80	600	650%
01-1110-48000	Retirement / Pension	2,268	3,006	4,855	5,100	5,100	0%
Total Personnel Expenses		\$39,259	\$48,740	\$38,300	\$47,810	\$48,330	1%

DESCRIPTION	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 BUDGET	FY 2023 PROPOSED
<u>POSITIONS</u>					
Mayor	1	1	1	1	1
Council Members	5	5	5	5	5
Treasurer	1	1			
Total Executive & Legislative Positions	7	7	6	6	6

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification—Narrative Description of Expenditure Accounts
FUNCTION—GENERAL GOVERNMENT | ACTIVITY—MAYOR AND COUNCIL

PERSONNEL EXPENSES

01-1110-45000	Mayor: Annual salary for the Mayor.
01-1110-45100	Council: Annual salary for Councilmembers.
01-1110-45250	Treasurer: Annual salary for Treasurer. (Moved from the Administration Budget FY 2016.)
01-1110-46300	F.I.C.A.: Federal Insurance Contribution Act.
01-1110-46500	Health Insurance: Provides group health and dental insurance for employees.
01-1110-47000	Workers' Compensation: Provides care for employees injured on the job.
01-1110-48000	Retirement / Pension: State Retirement and Pension System.

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—GENERAL GOVERNMENT | ACTIVITY—MAYOR AND COUNCIL

ACCOUNT NUMBER	DESCRIPTION	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 BUDGET	FY 2023 PROPOSED	BUDGET FY 2022-2023 PCT CHG
<u>OPERATING EXPENSES</u>							
01-1110-52520	Office Supplies & Printing	\$245	\$7	\$645	\$1,000	\$1,000	0%
01-1110-53510	Dues & Subscriptions	60		10,488	11,000	12,000	9%
01-1110-53530	Training & Onboarding		70	500	3,000	2,000	-33%
01-1110-53540	Travel & Meetings	12,915	8,600	10,507	19,500	19,500	0%
01-1110-53560	Gifts, Events, Special Occasions			157	1,000	1,000	-20%
01-1110-53570	Uniforms/Apparel		38	486	500	500	0%
01-1110-54020	Cell Phones	741	656	252	200	200	0%
01-1110-54300	Fire Department Grant		14,000	12,000	7,000	7,000	0%
01-1110-54310	Youth Activities Grant	10,000	10,000	10,000	10,000	10,000	0%
01-1110-54320	Boys & Girls Club Grant	5,331	643	0	6,000	6,000	0%
01-1110-54340	Community Outreach			\$404	\$1,000	1,000	0%
01-1110-54345	Emergency Assistance Program			24,331	50,000	0	-100%
01-1110-54445	Community Promotion	3,071	1,504	288	2,000	2,000	0%
01-1110-54550	Miscellaneous Expenses	79	661	1,232	1,500	300	-80%
01-1110-54620	Welcome Committee	753	19	0	500	500	0%
Total Operating Expenses		\$33,195	\$36,199	\$71,289	\$114,200	\$63,000	-45%

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification—Narrative Description of Expenditure Accounts FUNCTION—GENERAL GOVERNMENT | ACTIVITY—MAYOR AND COUNCIL

OPERATING EXPENSES

01-1110-52520	Office Supplies & Printing: Stationery, miscellaneous office supplies and materials necessary for the operations of the Mayor and Council.
01-1110-53510	Dues & Subscriptions: Membership in various associations and subscriptions for magazines and journals that can enhance the employees' skills.
01-1110-53530	Training & Onboarding: The cost of training for the Council, MML graduate classes, and new Council onboarding.
01-1110-53540	Travel & Meetings: Expenses incurred by Mayor & Council while on official City business including the annual Mayor-Council retreat; mileage, parking, tolls, and accommodations.
01-1510-53560	Gifts, Events, Special Occasions: Funds allocated for Mayor and Councilmember gifts for special occasions such as bereavement, retirement functions, etc. for the Mayor and Council.
01-1110-53570	Uniforms/Apparel: Costs of uniform items necessary during the discharge of duties.
01-1110-54020	Cell Phones: City provided cell phone cost for Mayor.
01-1110-54300	Fire Department Grant: Annual grant to West Lanham Hills VFD/Rescue Squad.
01-1110-54310	Youth Activities Grant: Annual grant designated for expenditures to benefit youth activity programs.
01-1110-54320	Boys and Girls Club Grant: Annual reimbursable grant designated for expenditures to benefit the Boys and Girls Club of New Carrollton.
01-1110-54340	Community Outreach: Funding for community giveaways and distributions to provide necessities to the residents.
01-1110-54340	Emergency Assistance Program: Funds for the Emergency Assistance Program, which provides assistance to residents who are experiencing financial hardships.
01-1110-54445	Community Promotion: Mayor and Council directed funding for events and activities that benefit the New Carrollton community.

- 01-1110-54550** **Miscellaneous Expenses:** Expenditures that cannot be logically classified under other categories.
- 01-1110-54620** **Welcome Committee:** Cost of supplies to provide welcome packages for new residents.

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—GENERAL GOVERNMENT | ACTIVITY—MAYOR AND COUNCIL

							BUDGET
ACCOUNT		FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2022-2023
NUMBER	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROPOSED	PCT CHG
<u>CAPITAL OUTLAY</u>							
01-1110-57011	Municipal Center Building Upgra	\$177,790	\$92,362	\$87,668	-	\$200,000	100%
Total Capital Expenses		\$177,790	\$92,362	\$87,668	\$0	\$200,000	100%
TOTAL MAYOR & COUNCIL		\$250,244	\$177,301	\$197,258	\$162,010	\$311,330	92%

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification—Narrative Description of Expenditure Accounts

FUNCTION—GENERAL GOVERNMENT | ACTIVITY—MAYOR AND COUNCIL

CAPITAL EXPENSES

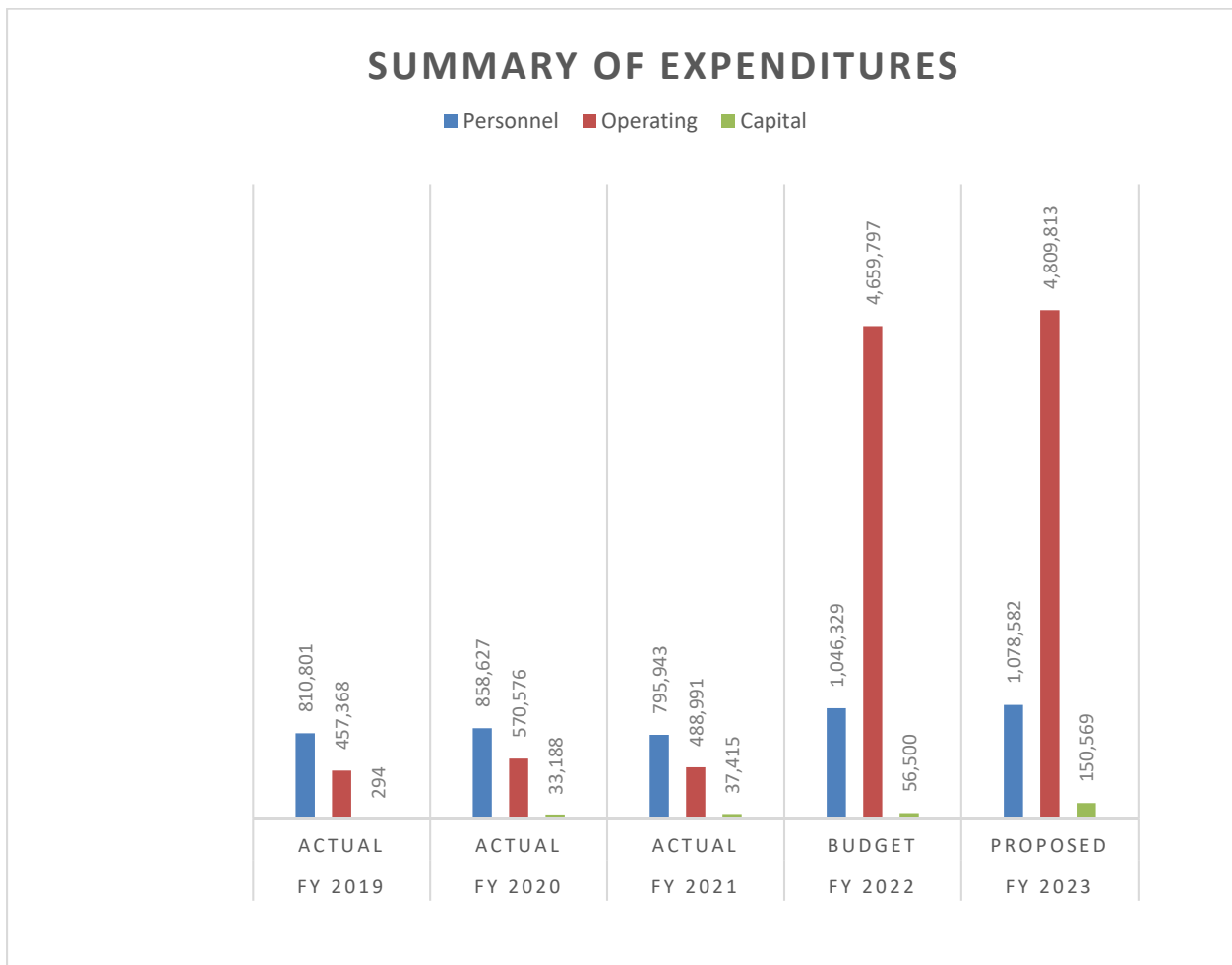
01-1110-57011 **Municipal Center Building Upgrade:** Renovations for City Municipal Center.

GENERAL GOVERNMENT: ADMINISTRATION

MISSION STATEMENT: The Mayor’s Administration carries out the day-to-day administrative tasks of the City. With guidance from the Mayor, the Administration implements policies, handles all City financial matters, deals with all matters of personnel, and ensures that the City’s operations are running efficiently and effectively in a professional manner. The Administration plans the future direction of the City and prepares the necessary resources. The Administration interprets the legislation and policy enacted by the Council into the rules and regulations of the City.

PROGRAM GOALS:

1. To continue serving the public, the Mayor and the City Council as capably and efficiently as possible.
2. To provide the public with timely relevant information via a multitude of mediums.



CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—GENERAL GOVERNMENT | ACTIVITY—ADMINISTRATION

ACCOUNT NUMBER	DESCRIPTION	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 BUDGET	FY 2023 PROPOSED	BUDGET FY 2022-2023 PCT CHG
<u>PERSONNEL EXPENSES</u>							
01-1510-45200	City Administrative Officer	\$132,500	\$128,963	\$105,194	\$141,407	\$127,000	-10%
01-1510-45400	Employee Services	469,892	517,337	492,507	660,000	642,305	-3%
01-1510-45525	Cable TV Operators	3,243	1,791	1,965	5,382	0	-100%
01-1510-45650	Overtime - Employee Services	2,857	5,555	4,596	3,000	3,000	0%
01-1510-46300	F.I.C.A.	45,745	48,774	49,153	61,949	59,081	-5%
01-1510-46500	Health Insurance	103,879	95,266	75,660	92,756	140,000	51%
01-1510-47000	Workers' Compensation	4,789	5,969	4,864	9,365	21,996	135%
01-1510-48000	Retirement/Pension	43,372	49,932	57,951	67,300	80,000	19%
01-1510-48010	Life and LTD	4,524	5,040	4,053	5,170	5,200	1%
Total Personnel Expenses		\$810,801	\$858,627	\$795,943	\$1,046,329	\$1,078,582	3%

DESCRIPTION	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 BUDGET	FY 2023 PROPOSED
<u>POSITIONS</u>					
<u>Full -Time</u>					
City Administrative Officer	1	1	1	1	1
HR Administrator	0	1	1	1	1
Human Resources Coordinator	1	0	0	0	0
Asst. City Administrative Officer	1	1	1	1	1
City Clerk	1	1	1	1	1
Administrative Assistant	2	2	2	1	1
Custodian	2	2	2	2	2
Office Manager				1	1
Fleet Manager	0	1	1	0	0
Facilities Technician	0	1	1	0	0
Human Resources/ Special Projects	0	0	1	1	1
Information Technology Administrator				1	1
Total Full -Time	8	10	11	10	10

	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROPOSED
<u>POSITIONS</u>					
<u>Part-Time</u>					
Security Employee	1	1	1	0	0
Cable TV Operators	2	1	1	1	0
Video Production Assistant	0	1	1	1	0
Total Part - Time	3	3	3	2	0
<u>Total Gen. Govt. Admin. Positions</u>	11	13	14	12	10

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification—Narrative Description of Expenditure Accounts

FUNCTION—GENERAL GOVERNMENT | ACTIVITY—ADMINISTRATION

PERSONNEL EXPENSES

01-1510-45200	City Administrative Officer: Annual salary. (Moved to Employee Services FY 2018).
01-1510-45400	Employee Services: Salaries and accruals for Administration office personnel.
01-1510-45525	Cable TV Operators: Annual salary for part-time government TV crew. Expenses paid from Cable TV Equipment Grant revenue source.
01-1510-45650	Overtime-Employee Services: Funds available for work performed beyond regular workweek for Administration.
01-1510-46300	F.I.C.A.: Federal Insurance Contribution Act.
01-1510-46500	Health Insurance: Provides group health and dental insurance for employees.
01-1510-47000	Workers' Compensation: Provides care for employees injured on the job.
01-1510-48000	Retirement / Pension: State Retirement and Pension System.
01-1510-48010	Life and LTD: Provides life insurance and long-term disability for employees.

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification—Narrative Description of Expenditure Accounts

FUNCTION—GENERAL GOVERNMENT | ACTIVITY—ADMINISTRATION

ACCOUNT NUMBER	DESCRIPTION	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 BUDGET	FY 2023 PROPOSED	BUDGET FY 2022-2023 PCT CHG
<u>OPERATING EXPENSES</u>							
<u>G.G. Admin</u>							
01-1510-50200	Computer & IT Support	\$48,316	\$56,374	\$57,235	\$51,000	\$30,000	-41%
01-1510-50220	Website & E-Mail Services	11,793	9,281	8,425	12,500	12,500	0%
01-1510-50300	City Attorney Expenses	6,336	9,819	17,256	15,000	20,000	33%
01-1510-50301	Special Counsel Expenses	10,254	24,273	8,769	10,000	15,000	
01-1510-50320	Engineering Services	2,023			2,500	2,500	0%
01-1510-50325	Consulting Services	17,917	3,160	160	5,000	100,000	1900%
01-1510-50330	Temporary Office Support	19,869	22,464	-	1,000	2,000	100%
01-1510-50400	Advertising Expenses	1,836	2,471	1,800	3,000	3,000	0%
01-1510-50430	Cable Television Operations	13,458	44,920	65,446	60,000	60,000	0%
01-1510-50440	I-Net Operating Cost	14,636	15,276	17,437	16,386	23,692	45%
01-1510-50450	City Newsletter	29,614	36,657	32,007	31,000	32,000	3%
01-1510-50470	COVID Related		18,943	-	-	-	
01-1510-50475	American Rescue Plan Act Related Expenses				4,082,261	4,082,261	0%
01-1510-50700	General Liability Insurance	9,406	8,770	9,097	9,000	12,000	33%
01-1510-50710	Auto Insurance	3,371	2,680	670	1,000	2,000	100%
01-1510-50720	Public Officials Liability & Bonding	22,054	23,070	14,814	23,000	25,000	9%
01-1510-50750	Equipment Maintenance Contracts	13,184	9,888	9,888	13,250	13,250	0%
01-1510-50760	Office Equip. Maintenance Contracts	8,839	6,987	6,357	10,000	10,000	0%
01-1510-52100	Building Maintenance & Repair	24,617	40,401	28,248	48,000	48,000	0%
01-1510-52110	Office Equipment Maint. & Repair	454		-		0	-100%
01-1510-52130	Vehicle Operations & Maintenance	292	527	250	1,000	1,000	0%
01-1510-52140	Vehicle Gasoline Use	568	31	222	1,500	1,500	0%
01-1510-52500	Computer Supplies	738	230	86	500	2,000	300%
01-1510-52510	Pantry Supplies	3,999	2,952	1,919	1,500	3,000	100%
01-1510-52520	Office Supplies & Printing	6,752	6,228	5,792	10,000	10,000	0%
01-1510-52550	Janitorial Supplies	6,845	7,492	8,189	7,000	9,000	29%
01-1510-53510	Dues & Subscriptions	13,315	14,305	531	4,000	5,000	25%
01-1510-53520	Employee Training	1,318	3,341	1,673	2,500	6,000	140%
01-1510-53540	Travel & Meetings	4,524	5,523	4,756	10,000	10,700	7%
01-1510-53560	Employee Gifts -Special Occasions	1,638		133	2,000	2,000	0%
01-1510-53570	Uniforms/Apparel	536	495	1,026	500	500	0%

01-1510-54010	Telephones & Cable	12,191	12,930	11,626	15,000	15,000	0%
01-1510-54020	Cell Phones	778	564	1,584	1,800	3,000	67%
01-1510-54021	GPS Tracking		239	56	240	0	-100%
01-1510-54050	Utility -Electricity	17,071	11,395	19,703	30,000	30,000	0%
01-1510-54060	Utility - Natural Gas	7,393	15,897	8,494	10,000	15,000	50%
01-1510-54070	Utility - Water	8,040	9,264	6,914	9,000	9,000	0%
01-1510-54080	Postage Meter & Courier Services	5,784	5,337	5,201	3,000	3,000	0%
01-1510-54150	Upkeep of Hanco Building	13,803	13,779	13,866	13,000	15,000	15%
01-1510-54430	Election	21,641	37,000	38,778	15,000	40,000	167%
01-1510-54445	Community Promotion	23,958			-	-	
01-1510-54446	Community Day		17,447	2,132	19,000	20,000	5%
01-1510-54447	Halloween Event		1,317	1,428	1,500	1,500	0%
01-1510-54448	Holiday Decorating Contest		300	780	1,000	1,000	0%
01-1510-54449	Shred Events		806	750	900	1,500	67%
01-1510-54450	New Carrollton Green Team	1,029	2,762	-	500	500	0%
01-1510-54451	Spring Community Event		3,129	993	10,000	12,000	20%
01-1510-54452	Supplies/Promotional		1,149	4,120	3,000	3,000	0%
01-1510-54470	Ordinance Recodification	6,103	5,269	5,593	7,000	7,000	0%
01-1510-54550	Miscellaneous	282	1,581	1,242	2,500	500	-80%
01-1510-54552	Vending Machine		113	1,579	1,500	2,000	
01-1510-54560	HEAL Grant		5,000	14,934	-	-	
SUBTOTAL G.G. ADMIN		\$416,574	\$521,835	\$441,959	\$4,578,337	\$4,722,903	3%

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification—Narrative Description of Expenditure Accounts FUNCTION—GENERAL GOVERNMENT | ACTIVITY—ADMINISTRATION

OPERATING EXPENSES

01-1510-50200	Computer & IT Support: Funds allocated for contract IT support and software licenses.
01-1510-50220	Website & E-Mail Services: Funds allocated for the City's website and email services.
01-1510-50300	City Attorney Expenses: Fees for the City's legal counsel and related costs.
01-1510-50301	Special Counsel Expenses: Expenses incurred when outside council is required due to subject matter/nature of the legal issue.
01-1510-50320	Engineering Services: Fees paid to engineering firms for consulting, planning and engineering.
01-1510-50325	Consulting Services: Fees paid to consultants for services provided during the year.
01-1510-50330	Temporary Office Support: Fees to have temporary staff during busy times and vacations.
01-1510-50400	Advertising Expenses: Cost of publication of legal notices, etc.
01-1510-50430	Cable Television Operations: Supplies, parts and service fees for equipment operators for City Council meetings, I-Net related equipment, updating of the character generator and supplies to run cable related meetings. Must use designated revenue sources first (Cable TV Equipment Support Grant-Comcast).
01-1510-50440	I-Net Operating Cost: Costs associated with the operating cost portion of the I-Net annual fee.
01-1510-50450	City Newsletter: Printing and postage of the City's distributed newsletter.
01-3010-50470	COVID Related Expenses: Funds to purchase personal protective equipment and supplies.
01-1510-50700	General Liability Insurance: General insurance mainly covers the City's buildings, inventories, etc.

General Government Operating Expense Continued

01-1510-50710	Auto Insurance: Policies protecting the City in the event of claims for bodily injuries and property damages due to auto accidents.
01-1510-50720	Public Officials Liability & Bonding: Includes bonds for storm water management, employee dishonesty, City Treasurer, and professional liability insurance for elected officials and staff.
01-1510-50750	Equipment Maintenance Contracts: Costs associated with maintenance agreement for air conditioning and facility environmental systems.
01-1510-50760	Office Equipment Maintenance Contracts: Costs associated with maintenance, repair, and leasing of the copy machine, postage meter; etc.
01-1510-52100	Building Maintenance & Repair: Any costs associated with repairs such as labor, supplies, and maintenance materials to keep the buildings in good condition (interior or exterior painting, pest control, electrical work, plumbing, heating repair, ventilation, air conditioning, etc.).
01-1510-52110	Office Equipment Maintenance & Repair: Maintenance and repair of office equipment such as copier machine, typewriter, etc.
01-1510-52130	Vehicle Operations & Maintenance: Maintenance, operation, painting, repair, parts such as; tires, batteries, and labor for General Government vehicles.
01-1510-52140	Vehicle Gasoline Use: Gasoline, diesel, and oil cost incurred for general government vehicles.
01-1510-52500	Computer Supplies: Ribbons, paper, memory expansions, additional processing capability, cables, connectors, computer hardware, cords, etc.
01-1510-52510	Pantry Supplies: Cost associated with purchase of sugar, coffee, tea, water and other supplies for the Administration break room.
01-1510-52520	Office Supplies & Printing: Stationery, miscellaneous office supplies and materials necessary for the operations of the Administration offices.
01-1510-52550	Janitorial Supplies: Cost associated with purchase of cleaning supplies, bath tissues, soaps, etc.
01-1510-53510	Dues & Subscriptions: City of New Carrollton membership in Maryland Municipal League, membership in P.G. County Municipal Association, Govt. Finance Officers Association, the International City Managers' Association, and other related organizations.
01-1510-53520	Employee Training: Funds allocated for staff professional development.

General Government Operating Expense Continued

01-1510-53540	Travel & Meetings: Expenses incurred by City officials, employees, or committee members while on official City business, including attendance at meetings, seminars, and the annual MML convention. Auto mileage, registration fees, meals, parking, tolls, and accommodations are examples of reimbursable expenses.
01-1510-53560	Employee Gifts - Special Occasions: Funds allocated for employee gifts for special occasions such as bereavement, employment anniversaries, retirement functions, etc. for the Administration Department.
01-1510-53570	Uniforms/Apparel: Costs of uniform items necessary during the discharge of duties.
01-1510-54010	Telephones and Cable: Expense incurred in the use of office telephones in the Municipal Center, Admin and NCPD, including long distance calls.
01-1510-54020	Cell Phones: Expense incurred in the use of cell phones including long distance calls.
01-1510-54021	GPS Tracker: GPS tracking devices put in all the City vehicles for monitoring.
01-1510-54050	Utility - Electricity: Electricity used to maintain the day-to-day operations of City Municipal Center.
01-1510-54060	Utility - Natural Gas: Gas used to maintain the day-to-day operations of City Municipal Center.
01-1510-54070	Utility – Water: Water used to maintain the day-to-day operation of the City Municipal Center.
01-1510-54080	Postage Meter & Courier Services: Postage for all correspondence using the postage meter and the fee of courier services for the next day delivery of important letters and packets.
01-1510-54150	Upkeep of Hanco Building: Heating, cooling, water, gas and electric for the Hanco Building. Also includes TV/internet/phone and funds for repairs or any improvements.
01-1510-54430	Election: Voting machine rental, election ads, annual compensation for members of Board of Elections, election clerk-hire allowance, office supplies, printing, and expenses for any special elections.

General Government Operating Expense Continued

01-1510-54445	Community Promotion: Funds allocated for City sponsored community promotion events. These include the annual Community Day, Easter Egg Hunt, Halloween party, and other such events that directly benefit the residents.
01-1510-54446	Community Day: Annual event held in the fall of each year.
01-1510-54447	Halloween Event: Annual event held on Halloween night.
01-1510-54448	Holiday Decorating Contest: Annual holiday event held in December each year.
01-1510-54449	Shred Event: Annual shredding held in the fall of each year.
01-1510-54450	New Carrollton Green Team: Funds the Green Team will need for clean-up supplies, meeting materials, etc.
01-1510-54451	Spring Community Event: Annual event held in the spring of each year.
01-1510-54452	Supplies/Promotional: Promotional and supply items needed to support all of the Community Promotion and City activities.
01-1510-54470	Ordinance Recodification: Ongoing reorganization and enhancement of the City's existing Code of Ordinances through a private firm to update the publication of local laws. This includes printing and annual revisions.
01-1510-54550	Miscellaneous: Expenditures that cannot be logically classified under other categories.
01-1510-54552	Vending Machine: Funds to purchase supplies for vending machines.
01-1510-54560	HEAL Grant: Grant funding from the HEAL (Healthy Eating Active Living) campaign to assist municipalities with encouraging and promoting a healthier and active lifestyle for the residents and employees.

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—GENERAL GOVERNMENT | ACTIVITY—HUMAN RESOURCES

ACCOUNT NUMBER	DESCRIPTION	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 BUDGET	FY 2023 PROPOSED	BUDGET FY 2022-2023 PCT CHG
<u>OPERATING EXPENSES</u>							
<u>Human Resources</u>							
01-1530-46700	Employee Assistance Program	\$5,785	\$6,657	\$5,929	\$8,500	\$8,500	0%
01-1530-46710	Flexible Spending Account	1,045	1,034	1,312	1,300	1,300	0%
01-1530-46730	Education Reimbursements		1,200	0	5,000	5,000	0%
01-1530-50200	Computer & IT Support	1,788	1,341	1,788	1,850	2,000	8%
01-1530-50325	Consulting Services				1,000	1,000	0%
01-1530-50400	Advertising/Recruiting	50	990	1,785	2,250	2,250	-9%
01-1530-52520	Office Supplies & Printing	349	941	660	3,000	1,000	-67%
01-1530-53510	Dues & Subscriptions	214	720	508	800	800	0%
01-1530-53520	Employee Training	1,616	417	285	2,250	2,250	0%
01-1530-53540	HR Training, Travel & Meetings	563	345	2,795	4,100	5,000	22%
01-1530-53560	Employee Gifts & Spec Occasions	18,449	15,906	20,871	24,250	30,000	24%
01-1530-53580	Pre-Employment Screenings	651	441	1,349	1,350	2,000	48%
01-1530-53590	Post-Employment Screenings	4,827	3,571	3,151	5,810	5,810	0%
01-1530-53595	Recruitment & Retention Program		1,335	6,594	10,000	10,000	0%
01-1530-53600	Wellness Programs	5,457	13,844	4	10,000	10,000	0%
SUBTOTAL HUMAN RESOURCES		\$40,794	\$48,741	\$47,032	\$81,460	\$86,910	7%
Total Operating Expenses		\$457,368	\$570,576	\$488,991	\$4,659,797	\$4,809,813	3%

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification—Narrative Description of Expenditure Accounts FUNCTION—GENERAL GOVERNMENT | ACTIVITY—HUMAN RESOURCES

Human Resources Operating

01-1530-46700	Employee Assistance Program: This program provides substance abuse counseling, financial counseling, family relationship counseling and a wide range of services (Moved to Human Resources Department FY 2017).
01-1530-46710	Flexible Spending Account: Administrative fee Flexible Spending Accounts (savings account that helps employee pay for items that are not covered on medical, dental, or vision plan).
01-1530-46730	Education Reimbursements: This program provides educational assistance based on the City's policy.
01-1530-50200	Computer & IT Support: Funds allocated for IT support and software licenses.
01-1530-50325	Consulting Services: Fees paid to consultants for services provided during the year
01-1530-50400	Advertising/Recruiting: Cost associated of publication(s) of help wanted ads.
01-1530-52520	Office Supplies & Printing: Stationery, miscellaneous office supplies, outside printing, and materials necessary for the operations of HR.
01-1530-53510	Dues & Subscriptions: Memberships in various associations and subscriptions for magazines and journals that can enhance the employee's skills.
01-1530-53520	Employee Training: Funds allocated for citywide employee training, such as workplace harassment and supervisory training, also professional development for HR.
01-1530-53540	HR Training, Travel & Meetings: Expenses incurred for attendance at HR trainings, meetings, seminars, and the annual conventions. Auto mileage, registration fees, meals, parking, tolls, and accommodations are examples of reimbursable expenses.
01-1530-53560	Employee Gifts & Special Occasions: Funds allocated for employee gifts for special occasions such as bereavement, employment anniversaries, retirement functions, etc.
01-1530-53580	Pre-Employment Screenings: Costs of background checks and drug testing necessary for hiring.

General Government – Human Resources Operating Expense Continued

- | | |
|----------------------|--|
| 01-1530-53590 | Post-Employment Screenings: Cost of current employee testing. |
| 01-1530-53595 | Recruitment & Retention Program: To recruit and retain high-quality talent, we have developed recruitment/retention incentives for sworn police officers and other difficult to fill positions. |
| 01-1530-53600 | Wellness Programs: Cost for the City to have activities or policies in place to support healthy behavior and/or improve health outcomes. |

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—GENERAL GOVERNMENT | ACTIVITY—HUMAN RESOURCES

ACCOUNT NUMBER	DESCRIPTION	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 BUDGET	FY 2023 PROPOSED	BUDGET FY 2022-2023 PCT CHG
<u>CAPITAL OUTLAY</u>							
<u>Human Resources</u>							
01-1530-58340	Compensation Study		0				
SUBTOTAL HUMAN RESOURCES		\$0	\$0	\$0	\$0	\$0	

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification—Narrative Description of Expenditure Accounts

FUNCTION—GENERAL GOVERNMENT | ACTIVITY—HUMAN RESOURCES

01-1530-58340

Compensation Study: Outside company to study our job classifications, benefits, and pay and make recommendations on if the City needs to make changes.

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—GENERAL GOVERNMENT | ACTIVITY—ADMINISTRATION

ACCOUNT		FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	BUDGET
NUMBER	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROPOSED	FY 2022-2023 PCT CHG
<u>CAPITAL OUTLAY</u>							
01-1510-58050	Furniture & Fixtures	294	0	0	0	1,000	100%
01-1510-58100	Office Equipment & Computers			0	500	5,000	900%
01-1510-58102	Building Maintenance Equipment		698	0	0	144,569	100%
01-1510-58120	Website	0				-	
01-1510-58250	Cable TV Equipment		32,490	37,415	56,000		-100%
SUBTOTAL G.G. ADMIN		\$294	\$33,188	\$37,415	\$56,500	\$150,569	166%
Total Capital Expenses		\$294	\$33,188	\$37,415	\$56,500	\$150,569	166%
TOTAL GENERAL GOVERNMENT ADMINISTRATION		\$1,268,463	\$1,462,391	\$1,322,349	\$5,762,626	\$6,038,964	5%

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification—Narrative Description of Expenditure Accounts

FUNCTION—GENERAL GOVERNMENT | ACTIVITY— ADMINISTRATION

Capital Expenses

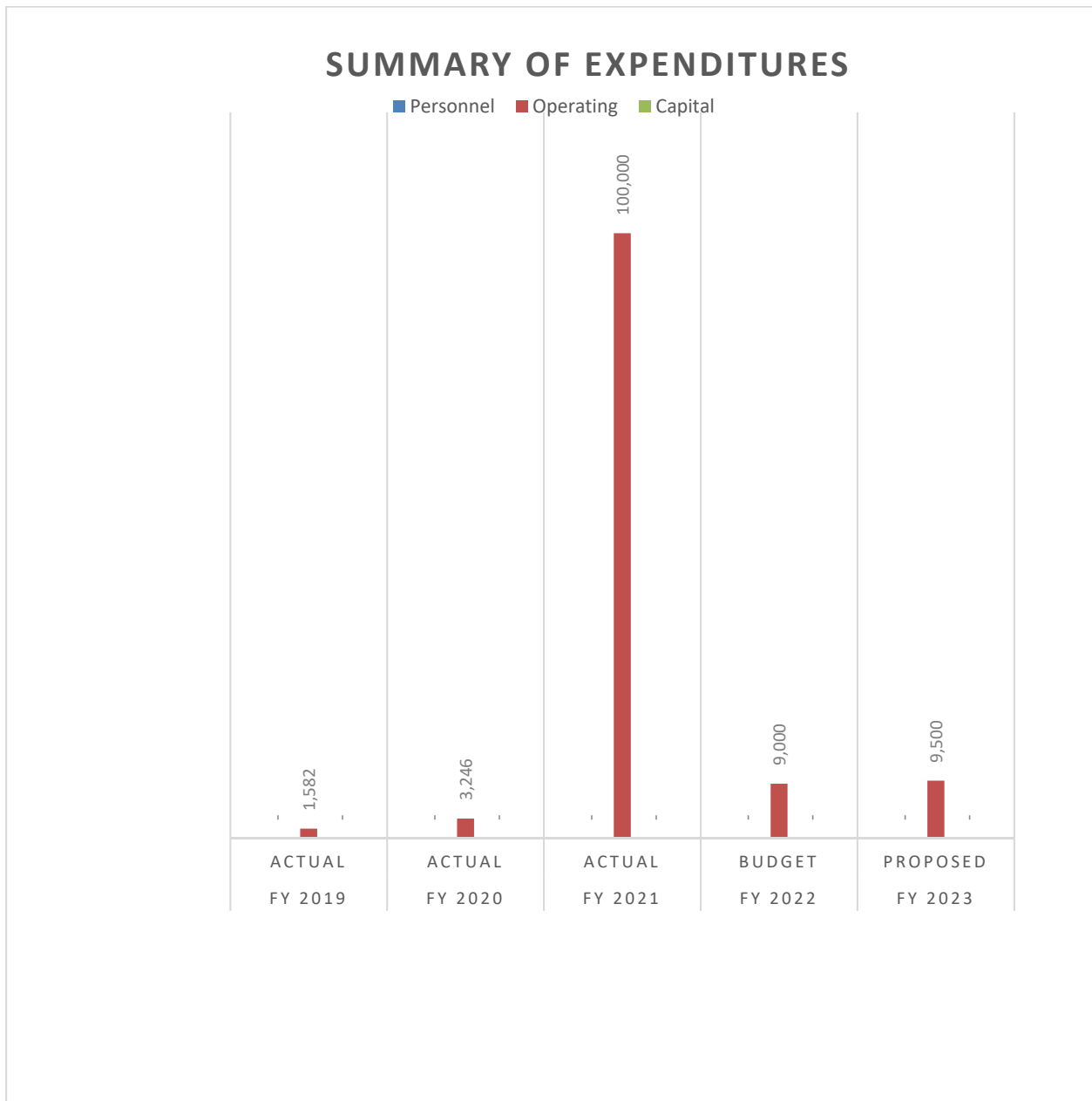
01-1510-58050	Furniture & Fixtures: Purchase of new office furniture.
01-1510-58100	Office Equipment & Computers: Purchase of new computers, continued upgrades, and maintenance of the Municipal Center’s computer system.
01-1510-58102	Building Maintenance Equipment: Equipment used for upkeep of and maintenance of the Municipal Center.
01-1510-58120	Website: Design and create a more informative and user-friendly website.
01-1510-58250	Cable TV Equipment: Funds allocated for expenses related to the Comcast/Verizon Cable TV Equipment grant revenues.

GENERAL GOVERNMENT: ECONOMIC DEVELOPMENT

MISSION STATEMENT: The Mission of the Economic Development Department is to promote the City of New Carrollton as a great place to live, work and do business.

PROGRAM GOALS:

1. Diversify the tax base via Economic Development incentives.
2. Encourage new businesses to consider New Carrollton.
3. Encourage existing businesses to expand their operations within the city limits.



CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—GENERAL GOVERNMENT | ACTIVITY—ECONOMIC DEVELOPMENT

ACCOUNT NUMBER	DESCRIPTION	FY 2018 ACTUAL	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 BUDGET	FY 2022 PROPOSED	BUDGET FY 2020- 2021 PCT CHG
<u>PERSONNEL EXPENSES</u>							
01-1520-45400	Employee Services						
01-1520-46300	F.I.C.A.						
01-1520-48010	Life and LTD						
Total Personnel Expenses		\$0	\$0	\$0	\$0	\$0	

	FY 2018 ACTUAL	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 BUDGET	BUDGET FY 2022 PROPOSED
<u>POSITIONS</u>					
<u>Full -Time</u>					
Economic Development Coordinator					
Total Econ. Development Positions	0	0	0	0	0

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification—Narrative Description of Expenditure Accounts

FUNCTION—GENERAL GOVERNMENT | ACTIVITY—ECONOMIC DEVELOPMENT

PERSONNEL EXPENSES

01-1520-45400	Employee Services: Salaries for Economic Development Coordinator.
01-1520-46300	F.I.C.A.: Federal Insurance Contribution Act.
01-1520-48010	Life and LTD: Provides life insurance and long-term disability for employees.

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—GENERAL GOVERNMENT | ACTIVITY— ECONOMIC DEVELOPMENT

BUDGET							
ACCOUNT NUMBER	DESCRIPTION	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 BUDGET	FY 2023 PROPOSED	FY 2022-2023 PCT CHG
<u>OPERATING EXPENSES</u>							
01-1520-50340	Neighborhood Design Center				1,500	1,500	0%
01-1520-50400	Advertising (Marketing & Promotion)	\$580			2,500	2,500	0%
01-1510-53510	Dues & Subscription				1,000	1,000	0%
01-1520-53520	Employee Training (Professional Dev	289			-		
01-1520-53540	Travel and Meetings	713	85	-	1,500	2,000	33%
01-1520-54425	NARD Grant			100,000	-	-	
01-1520-54445	Community Promotion		3,161	0	2,500	2,500	0%
Total Operating Expenses		\$1,582	\$3,246	\$100,000	\$9,000	\$9,500	6%

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification—Narrative Description of Expenditure Accounts

FUNCTION—GENERAL GOVERNMENT | ACTIVITY—ECONOMIC DEVELOPMENT

OPERATING EXPENSES

01-1520-50325	Consulting Services (Contracted Services): Expenses to pay for professional graphic design services (including professional stock photography) of economic development marketing materials.
01-1520-50340	Neighborhood Design Center: Expenses for pro bono work of planning and design of community spaces.
01-1520-50400	Advertising (Marketing & Promotion): Expenses to pay for design, distribution and media buys to generate investment interest and opportunities in New Carrollton.
01-1520-53510	Dues & Subscription: Membership in various associations (including ICSC, MEDA and IEDC) and subscriptions for magazines and journals that can enhance the employees' skills.
01-1520-53520	Employee Training (Professional Development): Expenses to pay for employee training.
01-1520-53540	Travel and Meetings: Expenses to pay for attendance at economic development-related events, panels, workshops, annual International Commercial Shopping Center conference and booth, special events and partnerships in neighboring municipalities and county agencies.
01-1520-54445	Community Promotion: Expenses to pay for events sponsorships for advertisements in industry publications, support special events and promotions in the commercial district intended to attract shoppers and visitors to New Carrollton (e.g., annual website hosting fee, production and printing of materials, promotions, prizes, outreach, etc.).

FUNCTION—GENERAL GOVERNMENT | ACTIVITY— ECONOMIC DEVELOPMENT

							BUDGET FY 2022- 2023
ACCOUNT NUMBER	DESCRIPTION	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 BUDGET	FY 2023 PROPOSED	PCT CHG
<u>CAPITAL OUTLAY</u>							
-							
Total Capital Expenses		\$0	\$0	\$0	\$0	\$0	
TOTAL ECONOMIC DEVELOPMENT		\$1,582	\$3,246	\$100,000	\$9,000	\$9,500	6%

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification—Narrative Description of Expenditure Accounts

FUNCTION—GENERAL GOVERNMENT | ACTIVITY—ECONOMIC DEVELOPMENT

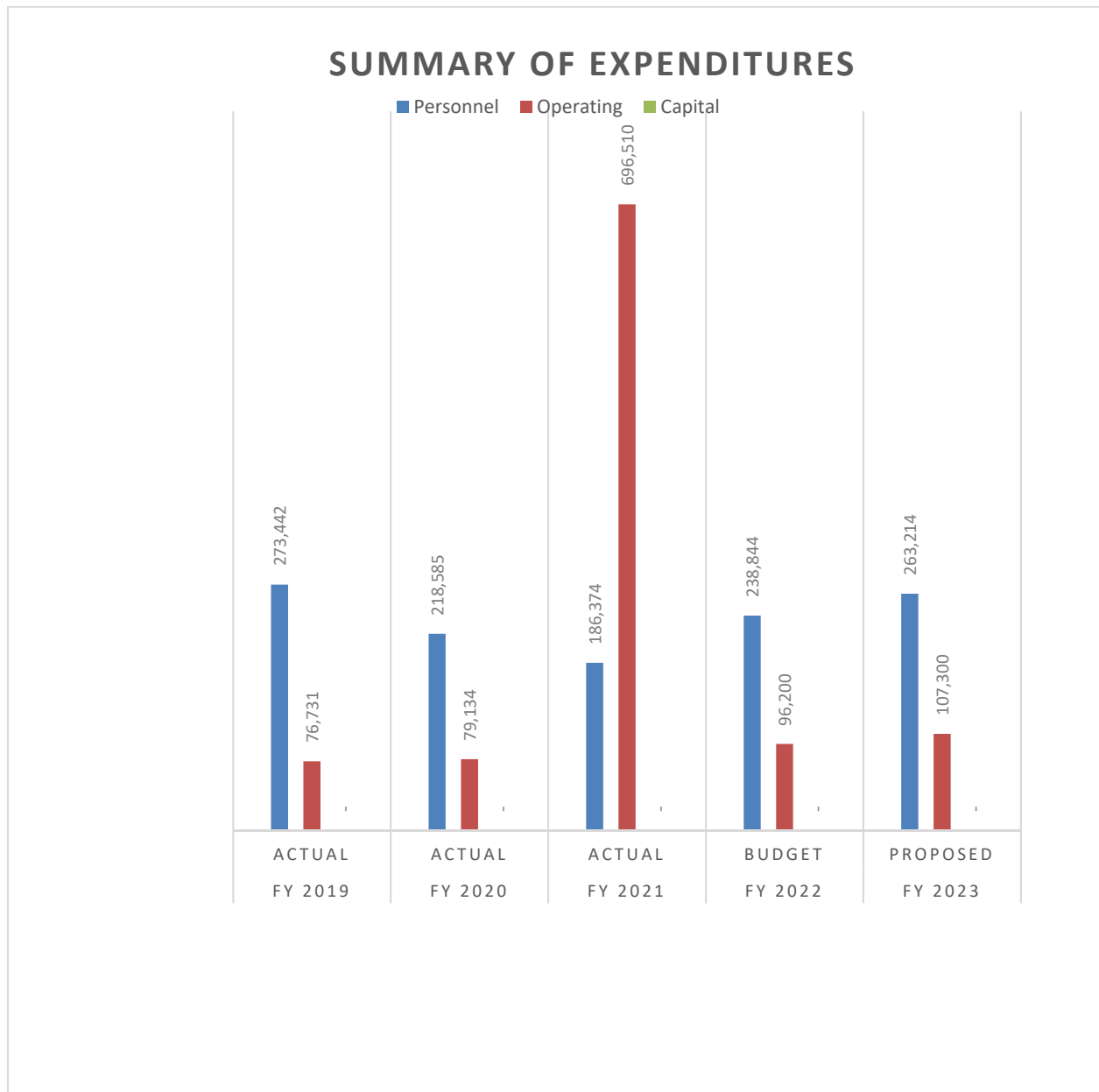
CAPITAL EXPENSES

GENERAL GOVERNMENT: OFFICE OF FINANCE & ACCOUNTING

MISSION STATEMENT: The mission of the Office of Finance and Accounting is to maximize resources and deliver creative and innovative financial policies to maintain citizen confidence and ensure cost-effective benefits.

PROGRAM GOALS:

Make the City's audited financial records available to the public to enhance and improve citizen knowledge, understanding, and interactivity. Also, to produce quality financial records of the City by improving the daily operations and enhance the agency's management focus and quality of revenue projections and reporting.



CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—GENERAL GOVERNMENT | ACTIVITY— FINANCE AND ACCOUNTING

							BUDGET
ACCOUNT		FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2022-2023
NUMBER	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROPOSED	PCT CHG
<u>PERSONNEL EXPENSES</u>							
01-2010-45400	Employee Services	\$203,473	\$163,816	\$137,741	\$177,750	\$177,750	0%
01-2010-45650	Overtime - Employee Services	\$479	712	443	1,000	700	-30%
01-2010-46300	F.I.C.A.	14,927	12,130	10,244	13,674	13,651	0%
01-2010-46500	Health Insurance	36,260	27,648	21,747	29,000	42,100	45%
01-2010-47000	Workers' Compensation	440	487	391	420	7,585	1706%
01-2010-48000	Retirement / Pension	15,985	12,568	14,802	15,500	19,428	25%
01-2010-48010	Life and LTD	1,878	1,223	1,005	1,500	2,000	33%
Total Personnel Expenses		\$273,442	\$218,585	\$186,374	\$238,844	\$263,214	10%

	FY 2019	FY 2020	FY 2021	FY 2022	BUDGET
	ACTUAL	ACTUAL	ACTUAL	BUDGET	FY 2023 PROPOSED
<u>POSITIONS</u>					
<u>Full-Time</u>					
Director of Finance & Accounting	1	0	0	0	0
Director of Finance & Accounting/ Treasurer	0	1	1	1	1
Staff Accountant	0	0	0	0	1
Payroll Specialist	1	1	0	0	0
Accounting Clerk	1	1	0	0	1
Accounting Specialist	0	0	1	1	0
Total Full-Time	3	3	2	2	3
Total Accounting Positions	3	3	2	2	3

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification—Narrative Description of Expenditure Accounts

FUNCTION—GENERAL GOVERNMENT | ACTIVITY—FINANCE AND ACCOUNTING

PERSONNEL EXPENSES

01-2010-45400	Employee Services: Annual compensation and accruals appropriated for employee services.
01-2010-45650	Overtime-Employee Services: Funds available for work performed beyond the regular workweek.
01-2010-46300	F.I.C.A.: Federal Insurance Contribution Act.
01-2010-46500	Health Insurance: Provides group health and dental insurance for employees.
01-2010-47000	Workers' Compensation: Provides care for employees injured on the job.
01-2010-48000	Retirement / Pension: State Retirement and Pension System.
01-2010-48010	Life and LTD: Provides life insurance and long-term disability for employees.

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—GENERAL GOVERNMENT | ACTIVITY—FINANCE AND ACCOUNTING

						BUDGET	
ACCOUNT NUMBER	DESCRIPTION	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 BUDGET	FY 2023 PROPOSED	FY 2022-2023 PCT CHG
<u>OPERATING EXPENSES</u>							
01-2010-50110	Auditing Services	\$23,163	\$24,304	\$25,105	\$28,000	\$30,000	7%
01-2010-50200	Computer & IT Support	35,272	43,517	44,402	50,000	50,000	0%
01-2010-52500	Computer Supplies			615,713	-	-	
01-2010-52520	Office Supplies & Printing	4,289	4,580	3,697	5,000	4,000	-20%
01-2010-53510	Dues & Subscriptions	340	490	40	400	1,000	150%
01-2010-53520	Employee Training	2,842	200	1,622	4,000	10,000	150%
01-2010-53540	Travel & Meetings	1,143	2,186	2,686	5,000	5,000	0%
01-2010-54400	Credit Card Service Fees	1,942	1,748	1,759	2,000	5,000	150%
01-2010-54410	Bank Service Fees	1,453	1,598	1,487	1,500	2,000	33%
01-2010-54550	Miscellaneous	6,286	510	(0.53)	300	300	0%
Total Operating Expenses		\$76,731	\$79,134	\$696,510	\$96,200	\$107,300	12%

							BUDGET
ACCOUNT		FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2022-2023
NUMBER	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROPOSED	PCT CHG
<u>CAPITAL OUTLAY</u>							
01-2010-58050	Furniture & Fixtures						
Total Capital Expenses		\$0	\$0	\$0	\$0	\$0	
TOTAL FINANCE & ADMINISTRATION		\$350,173	\$297,718	\$882,884	\$335,044	\$370,514	11%

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification—Narrative Description of Expenditure Accounts FUNCTION—GENERAL GOVERNMENT | ACTIVITY—FINANCE AND ACCOUNTING

Operating Expenses

01-2010-50110	Auditing Services: Annual audit of City financial records by independent accounting firm, as required by State Law.
01-2010-50200	Computer & IT Support: Payments for the use of proprietary accounting software and for professional technical assistance, including AccuFund and Paycom.
01-2010-52500	Computer Supplies: Ribbons, paper, memory expansions, additional processing capability, cables, connectors, computer hardware, cords, etc.
01-2010-52520	Office Supplies & Printing: Stationery, miscellaneous office supplies, outside printing, and materials necessary for the operations of the finance office.
01-2010-53510	Dues & Subscriptions: Membership in various associations and subscriptions for magazines and journals that can enhance the employees' skills.
01-2010-53520	Employee Training: Professional development.
01-2010-53540	Travel & Meetings: Expenses incurred by accounting employees, while on official City business, including attendance at meetings, seminars, and the regional and annual GFOA conventions. Auto mileage, registration fees, meals, parking, tolls, and accommodations are examples of reimbursable expenses.
01-2010-54400	Credit Card Service Fees: Monthly fees and commissions incurred for receiving revenues from residents and businesses through credit card payments.
01-2010-54410	Bank Service Fees: Administration fees for loan payments and bank accounts.
01-2010-54550	Miscellaneous: Expenditures that cannot be logically classified under other categories.

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—GENERAL GOVERNMENT | ACTIVITY—FINANCE AND ACCOUNTING

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification—Narrative Description of Expenditure Accounts

FUNCTION—GENERAL GOVERNMENT | ACTIVITY—FINANCE AND ACCOUNTING

Capital Outlay

01-2010-58050 Furniture & Fixtures: Purchase of new office furniture.



PUBLIC SAFETY

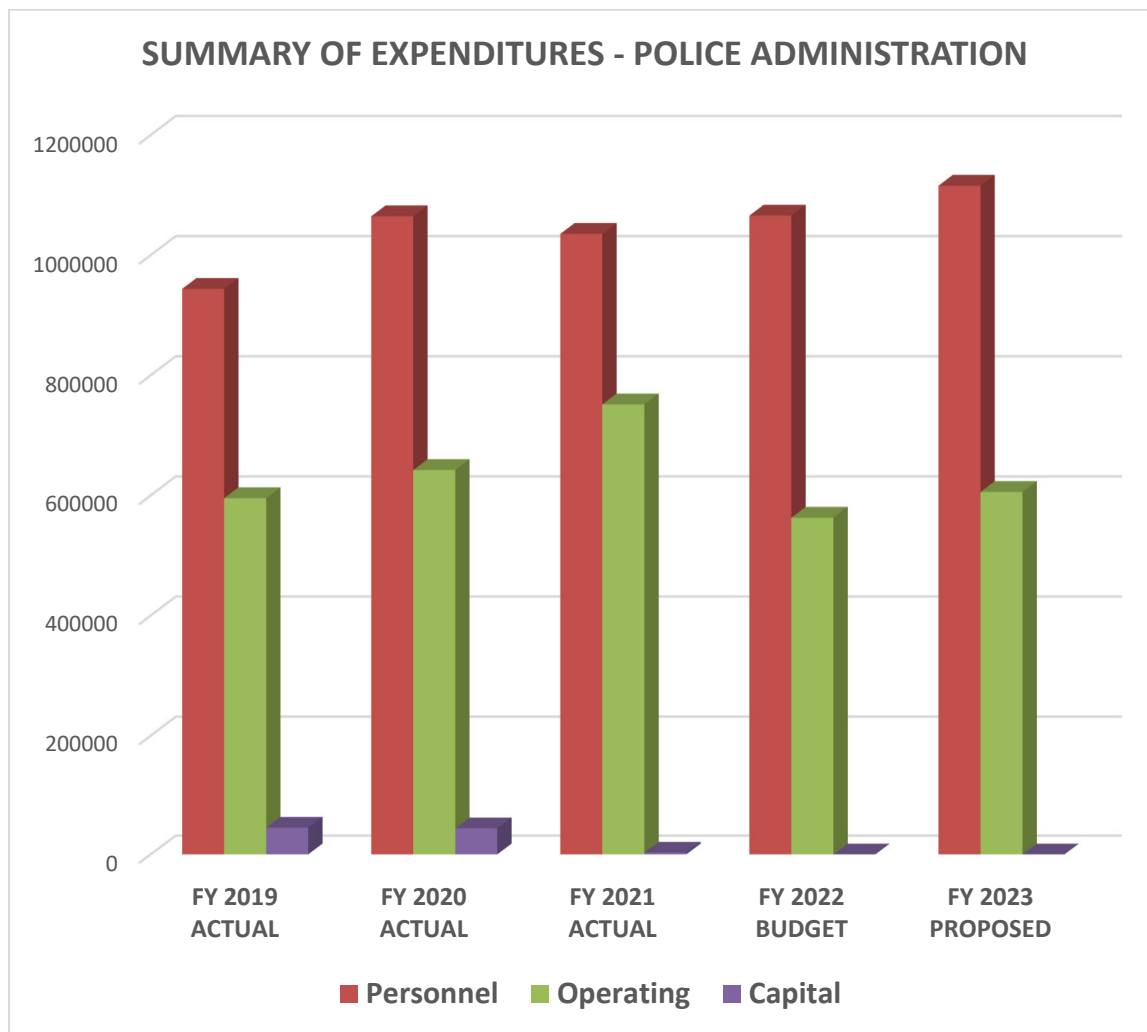


PUBLIC SAFETY: POLICE ADMINISTRATION

MISSION STATEMENT: The Police Administration is responsible for the oversight of all aspects of the operations of New Carrollton Police Department including the Patrol Division, Support Services Division and the Investigative Section. Police Administration is responsible for personnel training, Department computer systems, computer software, Department forms, general orders, special orders, budget preparation and grant management. The Administration operates the Department's Property section and has direct supervision over Records Management and building security surveillance. The Administration maintains and manages staff services necessary to engage in these activities.

PROGRAM GOALS:

1. To enforce all laws, and ordinances of the City of New Carrollton, Prince George's County, and the State of Maryland in a thorough and efficient manner.
2. To assist Code Enforcement in the performance of their duties and give directions to different Police Divisions and sections under the Police Administration.



CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—PUBLIC SAFETY | ACTIVITY—POLICE ADMINISTRATION

ACCOUNT NUMBER	DESCRIPTION	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 BUDGET	FY 2023 PROPOSED	BUDGET FY 2022-2023 PCT CHG
<u>PERSONNEL EXPENSES</u>							
01-3010-45300	Police Chief	\$132,500	\$128,003	\$135,341	\$141,600	\$142,000	0%
01-3010-45400	Employee Services	521,907	532,364	591,675	592,352	603,000	2%
01-3010-45470	COVID Payroll		88,662	0		0	
01-3010-45650	Overtime - Employee Services	10,217	34,474	4,878	13,000	6,000	-54%
01-3010-46300	F.I.C.A.	48,518	51,449	52,993	57,142	57,452	1%
01-3010-46500	Health Insurance	159,251	139,942	137,279	140,000	150,000	7%
01-3010-47000	Workers' Compensation	32,634	48,167	61,938	66,000	92,559	40%
01-3010-48000	Retirement / Pension	33,115	35,856	46,181	50,000	81,205	62%
01-3010-48010	Life and LTD	5,786	5,869	5,174	5,800	6,000	3%
Total Personnel Expenses		\$943,928	\$1,064,786	\$1,035,457	\$1,065,894	\$1,138,216	7%

<u>POSITIONS</u>	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 BUDGET	FY 2023 PROPOSED
<u>Full -Time</u>					
Police Chief	1	1	1	1	1
Police Major	1	1	1	1	1
Police Captain	1	1	1	1	1
Acting Police Captain	0	0	0	0	0
Police Sergeant-Detective	1	1	1	1	1
Corporal- Detective	1	1	1	1	1
Office Manager	1	1	1	1	1
Grants Administrator	1	1	1	1	1
Administrative Assistant	2	2	2	2	2
Total Full Time Police Admin. Positions	9	9	9	9	9
<u>Part-Time</u>					
Administrative Assistant for Chief	0	0	0	0	0
Administrative Assistant - Red Light Camera	0	0	0	0	0
Domestic Violence Resource Coordinator	1	0	0	0	0
Property Officer	0	0	0	0	0
Total Police Admin. Positions	10	9	9	9	9

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification—Narrative Description of Expenditure Accounts

FUNCTION—PUBLIC SAFETY | ACTIVITY—POLICE ADMINISTRATION

PERSONNEL EXPENSES

01-3010-45300	Police Chief: Annual salary. (Moved to Employee Services FY 2018.)
01-3010-45400	Employee Services: Salaries and accruals of Administrative employees.
01-3010-45470	COVID Payroll (Personnel Expenses): Overtime for essential non-exempt employees.
01-3010-45650	Overtime - Employees Services: Funds available for work performed beyond regular workweek for Administrative Employees.
01-3010-46300	F.I.C.A.: Federal Insurance Contribution Act.
01-3010-46500	Health Insurance: Provides group health and dental insurance for employees.
01-3010-47000	Workers' Compensation: Provides care for employees injured on the job.
01-3010-48000	Retirement / Pension: State Retirement and Pension System.
01-3010-48010	Life and LTD: Provides life insurance and long-term disability for employees.

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—PUBLIC SAFETY | ACTIVITY—POLICE ADMINISTRATION

							BUDGET
ACCOUNT		FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2022-2023
NUMBER	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROPOSED	PCT CHG
<u>OPERATING EXPENSES</u>							
01-3010-50200	Computer & IT Support	13,936	15,857	15,500	15,000	18,000	20%
01-3010-50210	Police Radars/Calibration Maintenance	475	1,049	490	1,000	500	-50%
01-3010-50220	Dossier Fleet Management System			12,721		-	
01-3010-50470	COVID Related Expenses		22,212	-		-	
01-3010-50700	General Liability Insurance	38,433	37,731	34,843	39,000	95,200	144%
01-3010-50710	Auto Insurance	23,579	22,619	29,041	28,277	30,000	6%
01-3010-50760	Office Equipment Maintenance Contracts	174	4,216	2,117	4,200	2,100	-50%
01-3010-52105	Trailer Maintenance & Supplies		487	2,322	3,000	3,500	17%
01-3010-52110	Office Equipment Maintenance & Repair	404	756	1,800		2,000	100%
01-3010-52130	Vehicle Operation & Maintenance	50,002	52,794	51,399	60,000	55,000	-8%
01-3010-52140	Vehicle Gasoline Use	68,465	46,505	33,171	50,000	50,000	0%
01-3010-52500	Computer Supplies	1,196	639	794	500	1,000	100%
01-3010-52510	Pantry Supplies	2,586	3,401	3,223	1,500	3,000	100%
01-3010-52520	Office Supplies & Printing	7,865	2,666	5,394	8,000	8,000	0%
01-3010-52560	Pedestrian Safety	-	-	7,889	-	-	
01-3010-53510	Dues & Subscriptions	1,859	1,695	3,115	3,000	3,000	0%
01-3010-53520	Employee Training	8,899	4,769	15,463	30,000	20,000	-33%
01-3010-53540	Travel & Meetings	3,492	1,973	7,299	6,000	8,000	33%
01-3010-53550	Pre-Employment and Mental Wellness	3,556	1,410	5,235	8,600	10,000	16%
01-3010-53570	Uniforms	23,793	16,217	20,707	30,000	20,000	-33%
01-3010-54020	Cell Phones	18,565	17,666	24,304	20,000	20,000	
01-3010-54021	GPS Tracking	3,628	5,934	1,397		-	
01-3010-54080	Courier Services	1,063	1,374	1,039	3,000	1,500	-50%
01-3010-54445	Community Promotion	8,074	2,151	12,678	5,000	10,000	100%
01-3010-54446	National Night Out	13,502	7,505	8,311	5,000	10,000	
01-3010-54451	Explorer Program			4,222	2,500	2,500	0%
01-3010-54495	Vehicle Control Fine - Service Fees	37,842	29,711	20,408	30,000	25,000	-17%
01-3010-54497	Red Light Camera Service Fees	262,708	338,912	423,863	206,960	206,960	0%
01-3010-54550	Miscellaneous	1,334	1,998	2,835	2,500	500	-80%
Total Operating Expenses		\$595,428	\$642,246	\$751,580	\$563,037	\$605,760	8%

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification—Narrative Description of Expenditure Accounts

FUNCTION—PUBLIC SAFETY | ACTIVITY—POLICE ADMINISTRATION

Operating Expenses

01-3010-50200	Computer & IT Support: Payments for the use of software licenses and for professional technical assistance.
01-3010-50210	Police Radars/Calibration Maintenance: Police radars require maintenance and annual calibration per Maryland law.
01-3010-50470	COVID Related Expenses: Funds to purchase personal protective equipment and supplies.
01-3010-50700	General Liability Insurance: General insurance covers City's Police Officer's liability and buildings.
01-3010-50710	Auto Insurance: Policies protecting City in the event of claims for bodily injuries and property damages due to auto accident.
01-3010-50760	Office Equipment Maintenance Contracts: Costs associated with maintenance, repair, and leasing of the copy machine, postage meter; etc.
01-3010-52100	Building Maintenance & Repair: Any costs associated with repairs such as labor, supplies, and maintenance materials to upkeep the buildings in good condition (Interior or exterior painting, pest control, electrical work, plumbing, heating repair, ventilation, air condition repair, etc.). (Moved to Admin in FY2018.)
01-3010-52105	Trailer Maintenance & Supplies: Any costs associated with the trailer for repairs and supplies such as labor, and maintenance materials to upkeep in good condition (Interior or exterior painting, pest control, electrical work, plumbing, heating repair, ventilation, air condition repair, etc.).
01-3010-52110	Office Equipment Maintenance & Repair: Maintenance, operation, and repair of office equipment.
01-3010-52130	Vehicle Operation & Maintenance: Maintenance, operation, painting, repairs, and parts such as; tires, batteries, and labor for police department vehicles.
01-3010-52140	Vehicle Gasoline Use: Gasoline, diesel, and oil cost incurred for operating police vehicles.
01-3010-52500	Computer Supplies: Ribbons, paper, memory expansions, additional processing capability, cables, connectors, computer hardware, cords, etc.

Public Safety Operating Expense Continued

01-3010-52510	Pantry Supplies: Cost associated with purchase of sugar, coffee, tea, water, and other supplies for the Police Department break room.
01-3010-52520	Office Supplies & Printing: Stationery, miscellaneous office supplies, and materials necessary for the operations of the Police Administration.
01-3010-53510	Dues & Subscriptions: Memberships in various associations and subscriptions for magazines and journals that can enhance the employee's skills.
01-3010-53520	Employee Training: Job related training seminars to develop staff capabilities and funds allocated for staff professional development.
01-3010-53540	Travel & Meetings: Expenses incurred by employees while on official City business; including court attendance expenses, mileage, parking, tolls, accommodations, etc.
01-3010-53550	Pre-Employment and Mental Wellness: Provides pre-employment physicals and psychological testing. (Random and pre-employment substance testing consolidated under Human Resources starting FY 2016.)
01-3010-53570	Uniforms: Costs of uniform items necessary during the discharge of duties.
01-3010-54020	Cell Phones: Monthly expenses incurred in the use of cell phones.
01-3010-5402	GPS Tracker: GPS tracking devices put in all the City vehicles for monitoring.
01-3010-54080	Courier Services: Cost of courier service to deliver important letters and packets.
01-3010-54445	Community Promotion: Santa with a badge and NCPD Awards Banquet.
01-3010-54446	National Night Out: An annual community-building campaign that promotes police-community partnerships and neighborhood camaraderie to make our neighborhoods safer, more caring places to live.
01-3010-54451	Explorer Program: A hands-on program open to young men and women who have completed the 6th grade through 20 years old, interested in a career in law enforcement or a related field in the criminal justice system. The program offers young adults a personal awareness of the criminal justice system through training, practical experiences, competition and other activities. Additionally, the program promotes personal growth through character development, a respect for the rule of law, physical fitness, good citizenship and patriotism.

Public Safety Operating Expense Continued

- 01-3010-54495** **Vehicle Control Fine - Service Fees:** This expenditure is an offset by revenues described in Vehicle Control Fine and Towing, due to the service fees paid to the collection agency at 14% of the collection.
- 01-3010-54497** **Red Light Camera Service Fees:** Fee charged by Optotraffic for Red Light Camera System.
- 01-3010-54550** **Miscellaneous:** Expenditures that cannot be logically classified under other categories.
- 01-3010-54551** **Domestic Violence Grant Expenses:** The New Carrollton Police Department is developing new approaches to protecting victims of Domestic Violence and preventing abuse and repeat abuse of domestic violence victims. The intent of the Domestic Violence Resource Program (DVRP) is to direct intimate partner and family violence victims to support and resources, bridging the gap between first responders and domestic violence support services. The program designates a Domestic Violence Resource Coordinator (DVRC) to provide information and support to victims, thus encouraging a greater number of victims to receive the help that is so essential in stopping the cycle of intimate partner and family violence. It is the intent of the New Carrollton Police Department to reduce the number of domestic violence incidents within the City of New Carrollton through education, and direct intervention with the abuser and victim of intimate partner and family abuse. The DVRC will assist victims of domestic violence by developing solutions to reduce incidents of victimization on a personalized basis.

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—PUBLIC SAFETY | ACTIVITY—POLICE ADMINISTRATION

ACCOUNT NUMBER	DESCRIPTION	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 BUDGET	FY 2023 PROPOSED	BUDGET FY 2022-2023 PCT CHG
<u>CAPITAL OUTLAY</u>							
01-3010-58000	Furniture & Fixtures		473	1,258			
01-3010-58100	Computers		32,188	0			
01-3010-58120	Body Camera	45,150	11,319	1,597			
Total Capital Expenses		\$45,150	\$43,980	\$2,855	\$0	\$0	
TOTAL POLICE ADMINISTRATION		\$1,584,506	\$1,751,012	\$1,789,892	\$1,628,931	\$1,743,976	7%

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification—Narrative Description of Expenditure Accounts

FUNCTION—PUBLIC SAFETY | ACTIVITY—POLICE ADMINISTRATION

CAPITAL EXPENSES

01-3010-58000	Furniture & Fixtures: Furniture replacement or repair.
01-3010-58100	Computers: Computer replacement.
01-3010-58120	Body Cameras: Purchase of new body cameras for the police officers.
01-3010-58130	Live Scan Finger Print System: Purchase of a new system to do electronic fingerprinting.
01-3010-58140	Highway Message Trailer: Mobile highway message sign for use during emergencies or other important situations.

PUBLIC SAFETY: SPEED CAMERAS

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

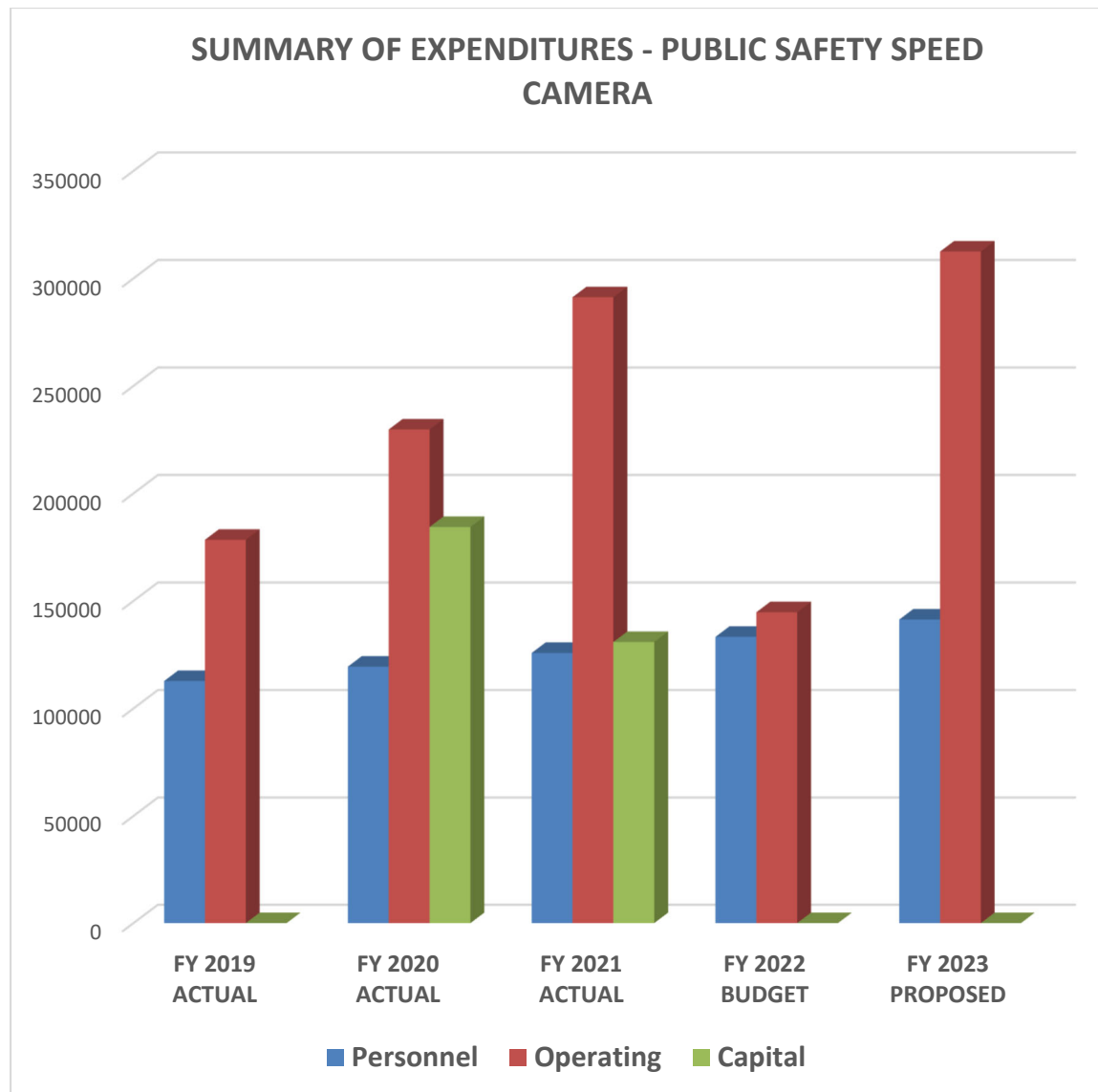
Expenditure by Objects & Program Classification

FUNCTION—PUBLIC SAFETY | ACTIVITY—SPEED CAMERAS

MISSION STATEMENT: To protect students attending the City's five (5) schools through the use of automated speed enforcement devices by enforcing speed limits in school zones. This is accomplished in accordance with Transportation Article 21-809 of the Maryland Annotated Code.

PROGRAM GOALS:

The fundamental goal underlying the use of ASE (Automated Speed Enforcement) systems in school zones are to increase driver awareness of speed-related crashes and to encourage a change in driver behavior.



CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—PUBLIC SAFETY | ACTIVITY—SPEED CAMERAS

ACCOUNT NUMBER	DESCRIPTION	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 BUDGET	FY 2023 PROPOSED	BUDGET FY 2022-2023 PCT CHG
<u>PERSONNEL EXPENSES</u>							
01-3030-45400	Employee Services	\$66,051	\$61,819	\$76,538	\$73,000	\$75,000	3%
01-3030-45650	Overtime - Police Officers	10,617	19,666	6,316	15,000	5,000	-67%
01-3030-46300	F.I.C.A.	5,564	6,359	6,129	6,732	6,120	-9%
01-3030-46500	Health Insurance	19,371	17,911	19,181	20,000	35,000	75%
01-3030-47000	Workers' Compensation	5,560	7,833	10,942	11,500	16,043	40%
01-3030-48000	Retirement / Pension	4,932	5,270	6,088	6,320	8,198	30%
01-3030-48010	Life and LTD	650	611	631	750	750	0%
Total Personnel Expenses		\$112,746	\$119,468	\$125,824	\$133,302	\$146,110	10%

	FY 2018 ACTUAL	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 BUDGET	FY 2022 PROPOSED
<u>POSITIONS</u>					
Police Officers (rank accord.)	1	1	1	1	1
Total Police Service Positions	1	1	1	1	1

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification—Narrative Description of Expenditure Accounts

FUNCTION—PUBLIC SAFETY | ACTIVITY—SPEED CAMERAS

Personnel Expenses

01-3030-45400	Employee Services: Annual compensation and accruals appropriated for employee services.
01-3030-45650	Overtime - Police Officers: Funds available for work performed beyond regular work hours.
01-3030-46300	F.I.C.A.: Federal Insurance Contribution Act.
01-3030-46500	Health Insurance: Provides group health and dental insurance for employees.
01-3030-47000	Workers' Compensation: Provides care for employees injured on the job.
01-3030-48000	Retirement / Pension: State Retirement and Pension System.
01-3030-48010	Life and LTD: Provides life insurance and long-term disability for employees.

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—PUBLIC SAFETY | ACTIVITY—SPEED CAMERAS

BUDGET							
ACCOUNT		FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2022-2023
NUMBER		ACTUAL	ACTUAL	ACTUAL	BUDGET	PROPOSED	PCT CHG
<u>OPERATING EXPENSES</u>							
01-3030-50200	Computer & IT Support	2,798	375	2,538	3,500	4,000	14%
01-3030-52130	Vehicle Operation & Maintenance	0	0	9,939	10,000	10,000	0%
01-3030-52140	Vehicle Gasoline Use	0	0	0	10,000	10,000	0%
01-3030-52520	Office Supplies & Printing	0	0	0	3,300	4,000	21%
01-3030-52530	Field Supplies	310	869	0	2,000	3,500	75%
01-3030-53570	Uniforms	0	0	71	1,000	0	-100%
01-3030-54020	Cell Phones	0	0	0	750	1,000	33%
01-3030-54495	Speed Camera Vendor Fee	175,341	228,517	278,704	114,200	280,000	145%
Total Operating Expenses		\$178,449	\$229,761	\$291,251	\$144,750	\$312,500	116%

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification—Narrative Description of Expenditure Accounts

FUNCTION—PUBLIC SAFETY | ACTIVITY—SPEED CAMERAS

Operating Expenses

01-3030-50200	Computer & IT Support: Professional and technical assistance for the City's Police Department's main computer system and the networking of the computer for the speed camera system.
01-3030-50300	Legal Services: Funds allocated for City legal expenses involving police officer disciplinary matters.
01-3030-52130	Vehicle Operation & Maintenance: Maintenance, operation, painting, repair, and parts such as; tires, batteries, and labor for police department vehicles.
01-3030-52140	Vehicle Gasoline Use: Gasoline, diesel, and oil cost incurred.
01-3030-52520	Office Supplies & Printing: Stationery, miscellaneous office supplies and materials necessary for the operations of the Police Speed Cameras Department.
01-3030-52530	Field Supplies: Traffic supplies such as cones, vests, flares, fire extinguishers, first aid kits, defibrillators, and other operating equipment as needed (i.e. ammunition, Etc.).
01-3030-53570	Uniforms: Costs of uniform items necessary during the discharge of duties to include repair and replacement as needed.
01-3030-54020	Cell Phones: Monthly expenses incurred in the use of cell phones including long distance calls.
01-3030-54495	Speed Camera Vendor Fee: Fee charged by Optotraffic for Speed Camera System.

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—PUBLIC SAFETY | ACTIVITY—SPEED CAMERAS

ACCOUNT		FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	BUDGET
NUMBER		ACTUAL	ACTUAL	ACTUAL	BUDGET	PROPOSED	FY 2022-2023 PCT CHG
<u>CAPITAL OUTLAY</u>							
01-3030-57100	Vehicles		119,961	104,802			
01-3030-57360	Vehicle Equipment		64,427	26,100			
Total Capital Expenses		\$0	\$184,388	\$130,902	\$0	\$0	
TOTAL POLICE SPECIAL OPERATION		\$291,195	\$533,617	\$547,977	\$278,052	\$458,610	65%

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification—Narrative Description of Expenditure Accounts

FUNCTION—PUBLIC SAFETY | ACTIVITY—SPEED CAMERAS

CAPITAL EXPENSES

01-3030-57100 **Vehicles:** Purchase of vehicle(s) for the police force.

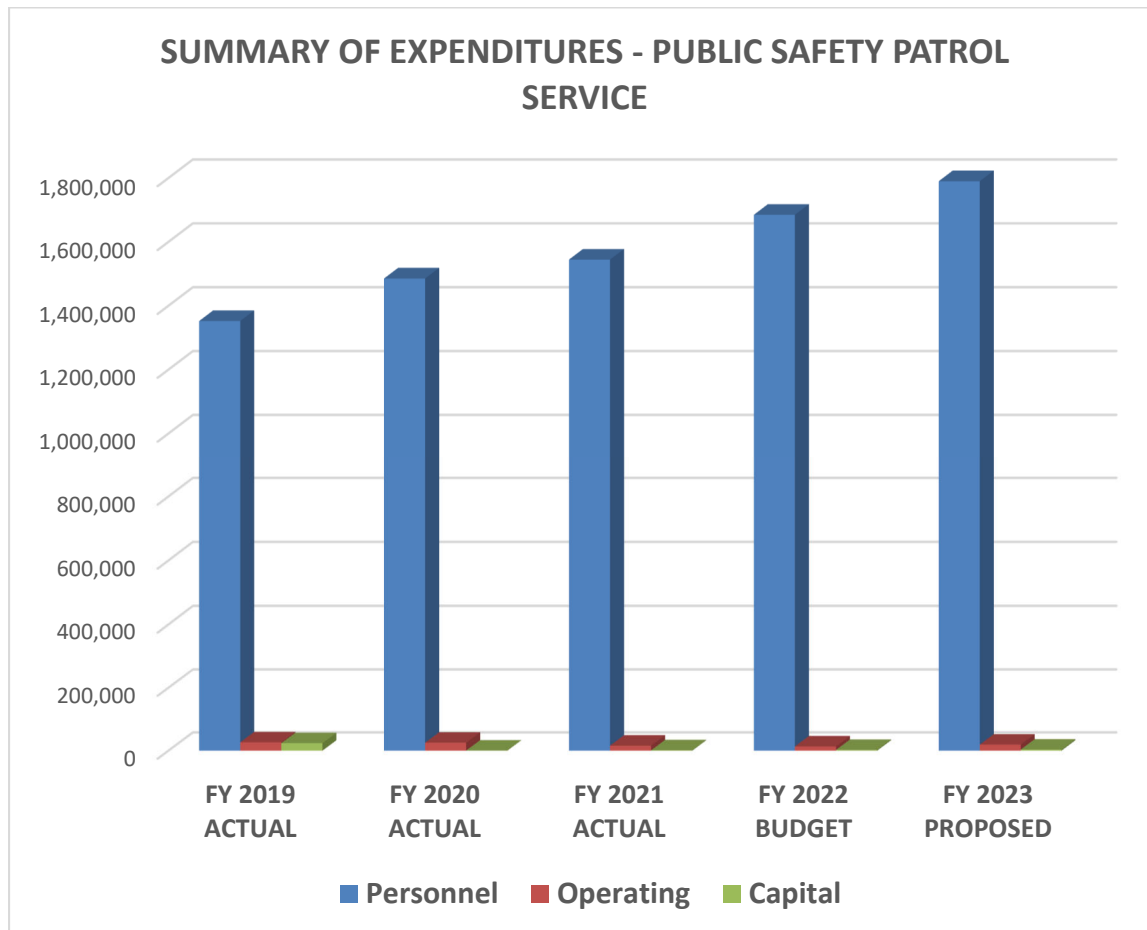
01-3030-57360 **Vehicle Equipment:** Equipment for the police cars.

PUBLIC SAFETY: POLICE PATROL SERVICE

MISSION STATEMENT: The New Carrollton Police Department has the duty and power to enforce ordinances of the city, state and federal laws for the purpose of protecting persons and property and for the preservation of the peace of the community. To these ends the Patrol Service Department engages in preventive patrol, criminal investigations, crime prevention, and enforcement of traffic laws.

PROGRAM GOALS:

1. To enhance the public safety of the citizens in the City of New Carrollton, Prince George's County and the State of Maryland through the enforcement of City, State, and Federal Laws, ordinances, and codes.
2. To assist Code Enforcement in the performance of their duties.



CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—PUBLIC SAFETY | ACTIVITY—POLICE PATROL

						BUDGET	
ACCOUNT NUMBER	DESCRIPTION	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 BUDGET	FY 2023 PROPOSED	FY 2022-2023 PCT CHG
<u>PERSONNEL EXPENSES</u>							
01-3040-45400	Employee Services	\$869,114	\$804,733	\$959,645	\$1,057,560	\$1,060,000	0%
01-3040-45650	Overtime - Police Officers	79,913	209,166	70,022	80,000	80,000	0%
01-3040-46000	Appreciation Award	240	1,548	6,263	5,000	7,000	40%
01-3040-46120	School Bus Grant		3,600	0		0	
01-3040-46131	Bicycle Safety Program Grant		3,729	0		0	
01-3040-46300	F.I.C.A.	70,281	80,593	75,184	87,023	87,210	0%
01-3040-46500	Health Insurance	174,613	193,969	196,017	206,000	245,000	19%
01-3040-47000	Workers' Compensation	71,081	98,143	136,662	143,495	325,688	127%
01-3040-48000	Retirement / Pension	79,083	81,158	92,660	96,500	123,700	28%
01-3040-48010	Life and LTD	8,138	8,943	8,235	9,400	10,000	6%
Total Personnel Expenses		\$1,352,462	\$1,485,581	\$1,544,686	\$1,684,978	\$1,938,598	15%

	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 BUDGET	FY 2023 PROPOSED
<u>POSITIONS</u>					
<u>Full-Time</u>					
Police Lieutenant	1	1	1	1	1
Police Sergeant	4	3	3	3	3
Police Corporal	3	4	4	6	6
Private First Class Officers	2	3	3	2	2
Police Officers	6	5	5	4	4
Total Police Service Positions	16	16	16	16	16

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification—Narrative Description of Expenditure Accounts FUNCTION—PUBLIC SAFETY | ACTIVITY—POLICE PATROL

Personnel Expenses

01-3040-45400	Employee Services: Annual compensation and accruals appropriated for employee services.
01-3040-45410	Employee Services-State Grant: Annual compensation and accruals appropriated for Police Officers hired on state grant.
01-3040-45650	Overtime - Police Officers: Funds allocated for Police Officer overtime.
01-3040-46000	Appreciation Award: Acknowledgment of achievement of Officers, other City employees as well as residents/business stakeholders.
01-3040-46120	School Bus Grant: Grant available to pay Officers' salaries for enforcement of safety around school buses and the boarding and unloading of schoolchildren.
01-3040-46130	Crime Control Prevention Grant: Grant available to prevent the driving under the influence of drugs and alcohol.
01-3040-46131	Bicycle Safety Program Grant: Grant available to teach bicycle safety.
01-3040-46300	F.I.C.A.: Federal Insurance Contribution Act.
01-3040-46500	Health Insurance: Provides group health and dental insurance for employees.
01-3040-47000	Workers' Compensation: Provides care for employees injured on the job.
01-3040-48000	Retirement/Pension: State Retirement and Pension System.
01-3040-48010	Life and LTD: Provides life insurance and long-term disability for employees.

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—PUBLIC SAFETY | ACTIVITY—POLICE PATROL

BUDGET							
ACCOUNT		FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2022-2023
NUMBER	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROPOSED	PCT CHG
<u>OPERATING EXPENSES</u>							
01-3040-52130	Vehicle Operation & Maintenance						
01-3040-52140	Vehicle Gasoline Use		5,522	-			
01-3040-52530	Field Supplies	7,974	2,341	3,646	5,000	10,000	100%
01-3040-53130	Small Equipment	9,822	761	7,672	2,500	4,000	60%
01-3040-53140	Weapons	8,909	2,709	4,074	2,500	3,000	20%
01-3040-53180	Car to Car Radios		14,458	-	1,000	2,000	100%
01-3040-54550	Miscellaneous		(300)	711	2,500	500	-80%
Total Operating Expenses		\$26,705	\$25,492	\$16,102	\$13,500	\$19,500	44%

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification—Narrative Description of Expenditure Accounts

FUNCTION—PUBLIC SAFETY | ACTIVITY—POLICE PATROL

Operating Expenses

01-3040-52130	Vehicle Operation & Maintenance: Maintenance, operation, painting, repair, and parts such as; tires, batteries, and labor for police department vehicles. (Consolidated under Public Safety Administration starting FY 2016.)
01-3040-52530	Field Supplies: Traffic supplies such as cones, vests, flares, fire extinguishers, and first aid kits.
01-3040-53130	Small Equipment: Small equipment needed for police force, including practice targets.
01-3040-53140	Weapons: Cost of weapons such as long guns, handguns, rifles, and ammunition.
01-3040-53180	Car to Car Radios: Cost of car-to-car radios for police officers on duty.
01-3040-53520	Employee Training: Job related training seminars to develop staff capabilities and professional development.
01-3040-54550	Miscellaneous: Expenditures that cannot be logically classified under other categories.

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—PUBLIC SAFETY | ACTIVITY—POLICE PATROL

BUDGET							
ACCOUNT		FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2022-2023
NUMBER	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROPOSED	PCT CHG
CAPITAL OUTLAY							
01-3040-57360	Vehicle Equipment						
01-3040-58100	Computers & In Car Computers	5,995		0			0%
01-3040-58110	Police Body Cameras & Scanners		599	1,243	2,500	3,500	0%
01-3040-58150	Police Radars & Radios	17,950					
Total Capital Expenses		\$23,945	\$599	\$1,243	\$2,500	\$3,500	40%
TOTAL POLICE PATROL SERVICE		\$1,403,112	\$1,511,673	\$1,562,031	\$1,700,978	\$1,961,598	15%

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification—Narrative Description of Expenditure Accounts

FUNCTION—PUBLIC SAFETY | ACTIVITY—POLICE PATROL

CAPITAL EXPENSES

01-3040-57100	Vehicles - Car: Purchase of vehicle(s) for the police force.
01-3040-57360	Vehicle Equipment: New equipment/or replacement of damaged equipment for the police cars.
01-3040-58100	Computers & In Car Computers: Computer Replacement.
01-3040-58110	Police Body Cameras & Scanners: Purchase of new/or replacement of damaged body cameras and scanners resulting from Police duties.
01-3040-58140	Mobile Surveillance Trailer: Purchase of new surveillance trailer to use around the City for speed enforcement.
01-3040-58150	Police Radars and Radios: Purchase of new/or replacement of damaged radars and radios.

PUBLIC SAFETY: SUPPORT SERVICES

MISSION STATEMENT- Parking Enforcement: Parking Enforcement Officers are responsible for patrolling the City on foot and by vehicle to enforce motor vehicle parking regulations. They issue warnings or citations for illegal parking by entering information into a hand-held computer, and direct vehicular and pedestrian traffic at specific intersections or other specified locations when needed.

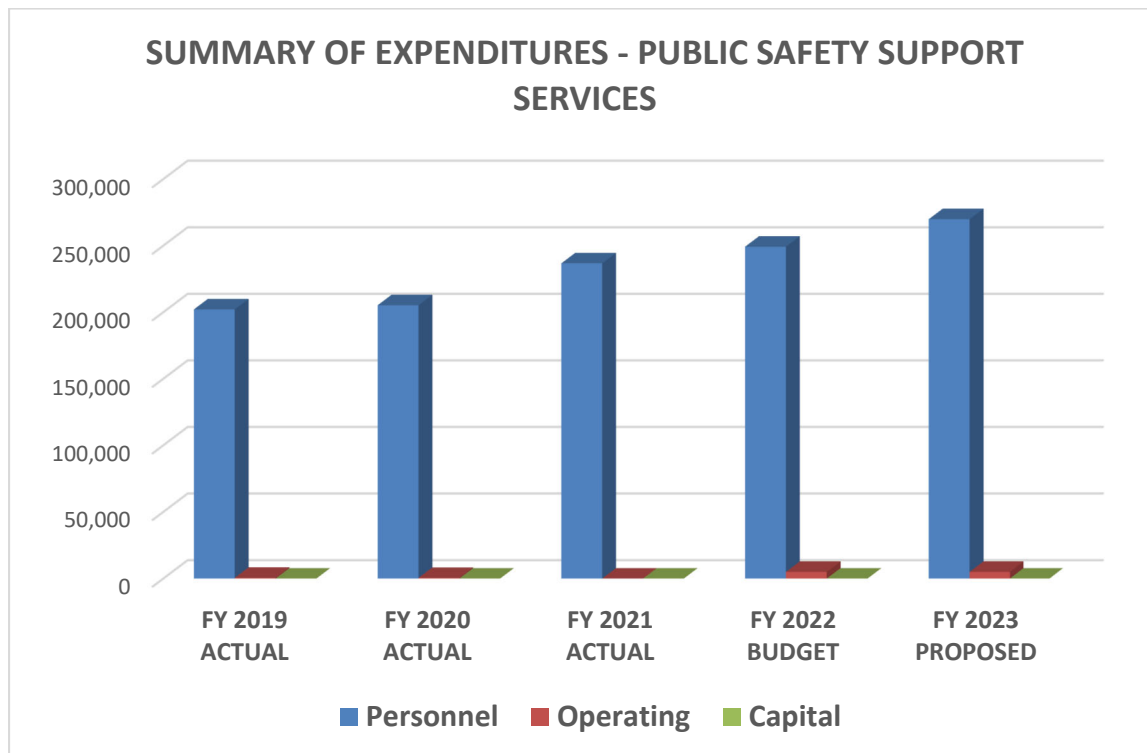
PROGRAM GOALS:

To enforce parking codes and ordinances of the City of New Carrollton, Prince George's County, and the State of Maryland in a thorough and efficient manner.

MISSION STATEMENT- Animal Control: The Animal Control Section is responsible for the enforcement of City Ordinances, County, and state laws pertaining to animals and serves as the contact point for the public in regards to animal problems and issues. The Animal Control Section strives to insure the protection, health, and safety of animals and the public through education and if necessary, enforcement of regulations.

PROGRAM GOALS:

Enforce animal control ordinances to ensure the safety, and health of citizens and animals in the City.



CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—PUBLIC SAFETY | ACTIVITY—SUPPORT SERVICES

BUDGET							
ACCOUNT		FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2022-2023
NUMBER	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROPOSED	PCT CHG
<u>PERSONNEL EXPENSES</u>							
01-3050-45400	Employee Services	\$140,993	\$144,768	\$171,548	\$180,000	\$185,000	3%
01-3050-45650	Overtime	699	2,258	1,347	2,000	2,000	0%
01-3050-46300	F.I.C.A.	10,507	10,880	12,889	13,923	14,306	3%
01-3050-46500	Health Insurance	28,978	27,051	26,795	28,000	30,854	10%
01-3050-47000	Workers' Compensation	4,657	7,231	9,194	9,700	58,754	506%
01-3050-48000	Retirement / Pension	14,894	11,597	13,502	14,000	20,000	43%
01-3050-48010	Life and LTD	1,403	1,451	1,468	1,600	1,600	0%
Total Personnel Expenses		\$202,131	\$205,236	\$236,743	\$249,223	\$312,513	25%

	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 BUDGET	FY 2023 PROPOSED
<u>POSITIONS</u>					
<u>Full-Time</u>					
Parking Enforcement Officer	2	1	2	1	1
Animal Control Officer	1	1	1	1	1
Parking Enforcement Officer/Property and Evidence Specialist	0	1	1	1	1
Total Full-Time	3	3	4	3	3
<u>Part Time</u>					
Security Employee					1
Total Part Time	0	0	0	0	1
<u>Total Police Support Service Positions</u>	3	3	4	3	4

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification—Narrative Description of Expenditure Accounts

FUNCTION—PUBLIC SAFETY | ACTIVITY— SUPPORT SERVICES

Personnel Expenses

01-3050-45400	Employee Services: Annual compensation and accruals appropriated for employee services.
01-3050-45650	Overtime: Funds available for work performed beyond the regular work.
01-3050-46300	F.I.C.A.: Federal Insurance Contribution Act.
01-3050-46500	Health Insurance: Provides group health and dental insurance for employees.
01-3050-47000	Workers' Compensation: Provides care for employees injured on the job.
01-3050-48000	Retirement/Pension: State Retirement and Pension System.
01-3050-48010	Life and LTD: Provides life insurance and long-term disability for employees.

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—PUBLIC SAFETY | ACTIVITY— SUPPORT SERVICES

						BUDGET	
ACCOUNT		FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2022-2023
NUMBER	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROPOSED	PCT CHG
<u>OPERATING EXPENSES</u>							
01-3050-52530	Field Supplies	571	479	0	5,000	5,000	0%
Total Operating Expenses		\$571	\$479	\$0	\$5,000	\$5,000	0%

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification—Narrative Description of Expenditure Accounts

FUNCTION—PUBLIC SAFETY | ACTIVITY— SUPPORT SERVICES

Operating Expenses

01-3050-52530 **Field Supplies:** Traffic supplies such as cones, vests, flares, fire extinguishers, cages, traps, bait, food, and first aid kits.

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—PUBLIC SAFETY | ACTIVITY— SUPPORT SERVICES

							BUDGET
ACCOUNT		FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2022-2023
NUMBER	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROPOSED	PCT CHG
<u>CAPITAL OUTLAY</u>							
01-3050-57360	Vehicle Equipment						\$0
Total Capital Expenses		\$0	\$0	\$0	\$0	\$0	
TOTAL POLICE DEPARTMENT SUPPORT SERVICES		\$202,702	\$205,715	\$236,743	\$254,223	\$317,513	25%

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification—Narrative Description of Expenditure Accounts

FUNCTION—PUBLIC SAFETY | ACTIVITY— SUPPORT SERVICES

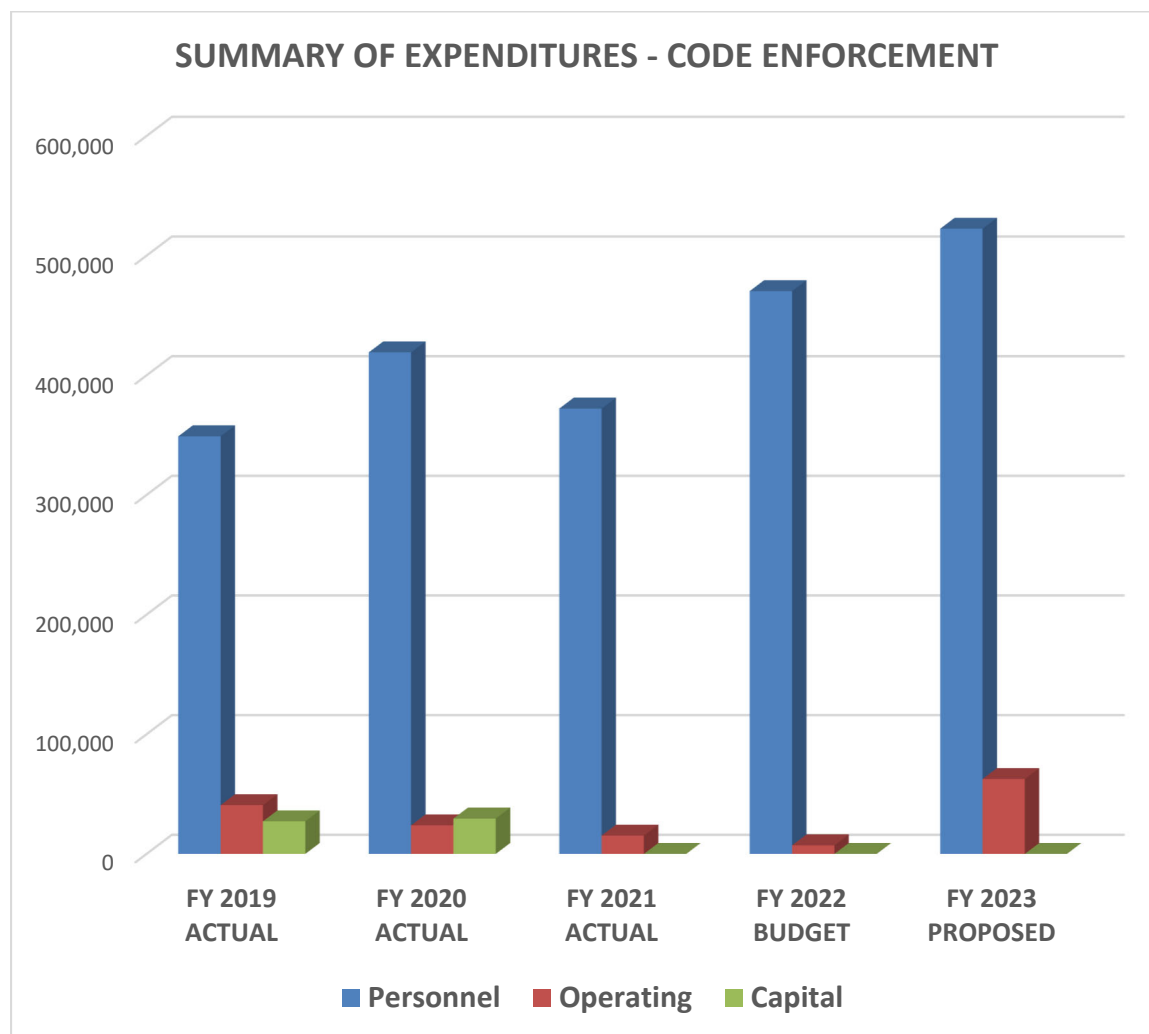
Capital Expenses

PUBLIC SAFETY: CODE ENFORCEMENT SERVICES

MISSION STATEMENT: Prohibit nuisances and disturbing elements, which may affect the health and welfare of any person within the City of New Carrollton. To monitor the construction of buildings and the maintenance thereof, and the use of property.

PROGRAM GOALS:

To enforce the health and safety codes and ordinances of the City of New Carrollton in a thorough and efficient manner, related to concerns such as chipping and flaking paint on City houses, oversized vehicles, unregistered vehicles, rental-housing inspections, building permits, deteriorating structures such as fences and sheds, tall grass and weeds, etc.



CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—PUBLIC SAFETY | ACTIVITY—CODE ENFORCEMENT

ACCOUNT NUMBER	DESCRIPTION	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 BUDGET	BUDGET	
						FY 2023 PROPOSED	FY 2022-2023 PCT CHG
PERSONNEL EXPENSES							
01-2510-45400	Employee Services	\$237,938	\$290,457	\$247,653	\$330,000	\$342,000	4%
01-2510-45650	Overtime - Employee Services	1,490	11,389	5,973	5,000	3,000	-40%
01-2510-46300	F.I.C.A.	17,692	22,256	19,678	25,628	26,393	3%
01-2510-46500	Health Insurance	54,971	63,122	58,339	66,279	103,900	57%
01-2510-47000	Workers' Compensation	8,096	11,638	14,138	15,000	16,606	11%
01-2510-48000	Retirement / Pension	19,484	17,510	24,366	26,000	37,278	43%
01-2510-48010	Life and LTD	2,104	2,808	2,046	2,500	2,500	0%
01-2510-48500	Unemployment	7,246	-	-	-	-	
Total Personnel Expenses		\$349,021	\$419,180	\$372,192	\$470,407	\$531,676	13%

	FY 2019	FY 2020	FY 2021	FY 2022	BUDGET
<u>POSITIONS</u>	ACTUAL	ACTUAL	ACTUAL	BUDGET	FY 2023 PROPOSED
Full-Time					
Code Enforcement Director	1	0	0	0	0
Code Enforcement Manager	0	1	1	1	1
Asst. Code Enforcement Director	0	0	0	0	0
Code Enforcement Officer(s)	3	3	3	3	3
Code Enforcement Office Manager	1	0	0	0	0
Administrative Assistant	0	1	1	1	1
Total Full-Time	5	5	5	5	5
Part-Time					
Code Enforcement Officer	1	1	1	1	1
Total Part-Time	1	1	1	1	1
Total Code Enforcement Positions					
	6	6	6	6	6

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification—Narrative Description of Expenditure Accounts

FUNCTION—PUBLIC SAFETY | ACTIVITY—CODE ENFORCEMENT

PERSONNEL EXPENSES

01-2510-45400	Employee Services: Salaries and accruals of Code Enforcement Officers and the Code Enforcement Administrative Assistant.
01-2510-45650	Overtime - Employee Services: Overtime appropriated to Code Enforcement employees.
01-2510-46300	F.I.C.A.: Federal Insurance Contribution Act.
01-2510-46500	Health Insurance: Provides group health and dental insurance for employees.
01-2510-47000	Workers' Compensation: Provides care for employees injured on the job.
01-2510-48000	Retirement/Pension: State Retirement and Pension System.
01-2510-48010	Life and LTD: Provides life insurance and long-term disability for employees.
01-2510-48500	Unemployment: Provides benefits to workers who have lost their job through no fault of their own and meet the program's eligibility requirements.

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—PUBLIC SAFETY | ACTIVITY—CODE ENFORCEMENT

						BUDGET	
ACCOUNT NUMBER	DESCRIPTION	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 BUDGET	FY 2023 PROPOSED	FY 2022-2023 PCT CHG
<u>OPERATING EXPENSES</u>							
01-2510-50200	Computer Support & Software License	16,667	3,994	-	-	5,000	100%
01-2510-50820	Property Clean-Up		-	-	2,500	2,500	0%
01-2510-52130	Vehicle Operations & Maintenance	7,581	3,540	850	-	1,000	100%
01-2510-52140	Vehicle Gasoline Use	3,831	2,587	1,013	-	3,000	100%
01-2510-52190	Insect & Mosquito Control	1,555	1,754	1,122	2,200	2,600	18%
01-2510-52500	Computer Supplies	37		-	-	2,000	100%
01-2510-52520	Office Supplies & Printing	4,536	5,143	4,860	-	6,000	100%
01-2510-52530	Field Supplies	37		1,688	2,500	2,500	0%
01-2510-52540	Signs, Notices & Permits	984		743	-	2,000	100%
01-2510-53510	Dues & Subscriptions	285	335	265	-	2,000	100%
01-2510-53520	Employee Training	1,651	544	2,066	-	12,000	100%
01-2510-53540	Travel & Meetings	288	325	1,414	-	12,000	100%
01-2510-53570	Uniforms/Apparel	580	760	242	-	2,000	100%
01-2510-54020	Cell Phones	2,730	3,348	777	-	5,000	100%
01-2510-54021	GPS Tracking		1,084	279	-	-	
01-2510-54445	Community Promotions		312	-	-	2,500	100%
01-2510-54550	Miscellaneous		158	-	-	500	100%
Total Operating Expenses		\$40,762	\$23,883	\$15,319	\$7,200	\$62,600	769%

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification—Narrative Description of Expenditure Accounts

FUNCTION—PUBLIC SAFETY | ACTIVITY—CODE ENFORCEMENT

Operating Expenses

01-2510-50200	Computer Support & Software License: Payments for the use of software license and for professional technical assistance.
01-2510-50820	Property Clean-up: Funds allocated for code violation abatements.
01-2510-52130	Vehicle Operations & Maintenance: Maintenance, operation, painting, repair, and parts such as; tires, batteries, and labor for Code Enforcement Department vehicles.
01-2510-52140	Vehicle Gasoline Use: Gasoline, diesel, and oil cost incurred for Code Enforcement vehicles.
01-2510-52190	Insect & Mosquito Control: For mosquito control service under contract with the State of Maryland, Department of Agriculture.
01-2510-52500	Computer Supplies: Ribbons, paper, memory expansions, additional processing capability, cables, connectors, computer hardware, cords, etc.
01-2510-52520	Office Supplies & Printing: Stationery, miscellaneous office supplies, outside printing, and materials necessary for the operations of the Code Enforcement's assigned responsibilities.
01-2510-52530	Field Supplies: Traffic supplies such as cones, vests, flares, fire extinguishers, and first aid kits.
01-2510-52540	Signs, Notices & Permits: Violation notices, door hangers, etc.
01-2510-53510	Dues & Subscriptions: Membership in various associations and subscriptions for magazines and journals that can enhance the employees' skills.
01-2510-53520	Employee Training: Job related training and professional development.
01-2510-53540	Travel & Meetings: Expenses incurred by employees while on official City business; including court attendance expenses, mileage, parking, tolls, accommodations, etc.

General Government Operating Expense Continued

01-2510-53570	Uniforms/Apparel: Costs of uniform items necessary during the discharge of duties.
01-2510-54020	Cell Phones: Monthly expenses incurred in the use of departmental cell phones.
01-2510-54021	GPS Tracking: GPS tracking devices put in all the City vehicles for monitoring.
01-2510-54445	Community Promotions: Funds allocated for items that promote the City.
01-2510-54550	Miscellaneous: Expenditures that cannot be logically classified under other categories.

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—PUBLIC SAFETY | ACTIVITY—CODE ENFORCEMENT

							BUDGET
ACCOUNT		FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2022-2023
NUMBER	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROPOSED	PCT CHG
<u>CAPITAL OUTLAY</u>							
01-2510-571000	Vehicle	27,239	29,570				
01-2510-58110	Code Enforcement Software						
Total Capital Expenses		\$27,239	\$29,570	\$0	\$0	\$0	
TOTAL CODE ENFORCEMENT		\$417,022	\$472,633	\$387,510	\$477,607	\$594,276	24%

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification—Narrative Description of Expenditure Accounts

FUNCTION—PUBLIC SAFETY | ACTIVITY—CODE ENFORCEMENT

CAPITAL EXPENSES

01-2510-57100 **Vehicle:** Replacement of current vehicle with an EV vehicle.

01-2510-58110 **Code Enforcement Software:** To purchase new Code Enforcement software.



PUBLIC WORKS

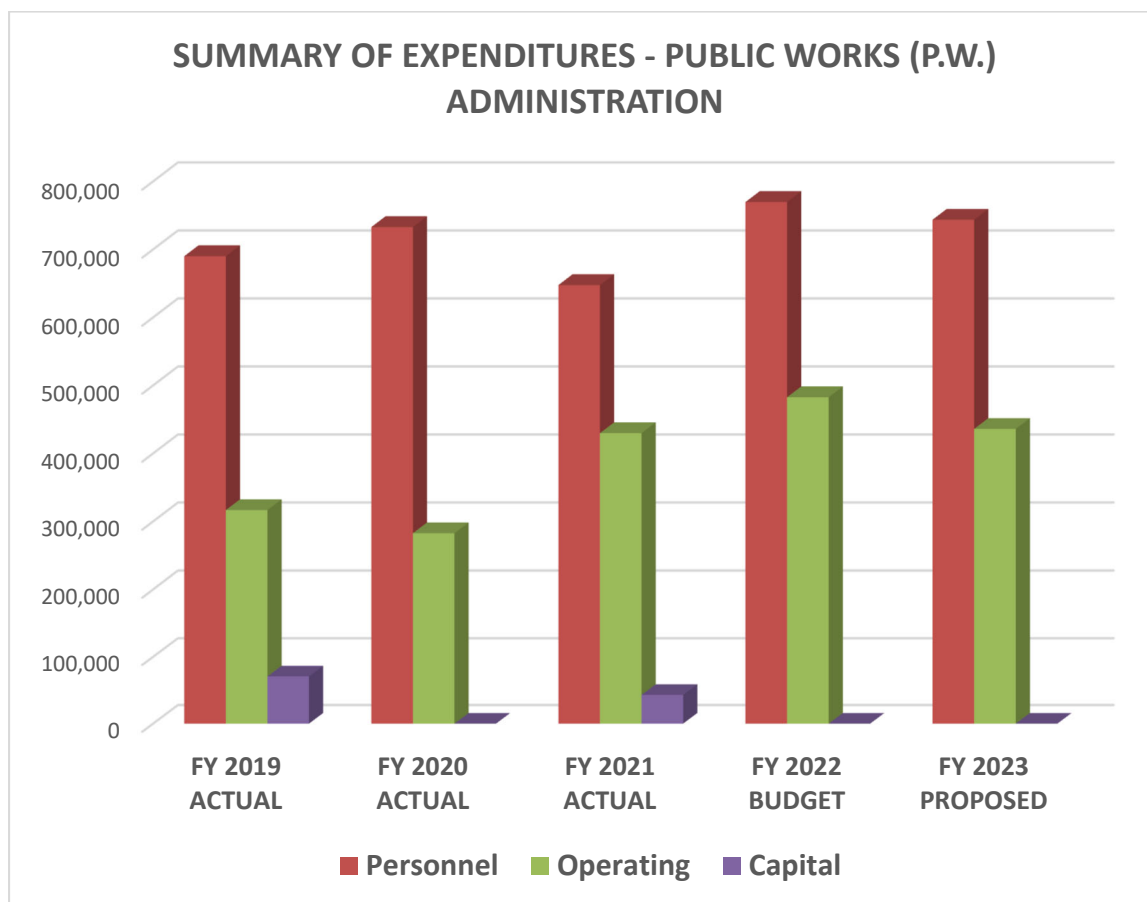


PUBLIC WORKS ADMINISTRATION: GENERAL MANAGEMENT

MISSION STATEMENT: To plan, manage, and administer all activities in the department to effect the most efficient and economical operation in all functions the department performs. This includes: equipment, and work volumes; responding to citizen concerns in a timely manner; coordinating with County and State programs, e.g., recycling, solid waste, and urban forestry. In addition, develop training opportunities for employees so they can stay abreast of technological advances and service delivery methods. Fleet maintenance continues to be proactive to ensure equipment downtime does not interfere with City services. This is achieved through an intense preventative maintenance program that is contracted out to a private vendor.

PROGRAM GOALS:

1. Continue improving automated records management.
2. Continue with an intense preventative maintenance program.



CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—PUBLIC WORKS | ACTIVITY—ADMINISTRATION

BUDGET							
ACCOUNT NUMBER	DESCRIPTION	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 BUDGET	FY 2023 PROPOSED	FY 2022-2023 PCT CHG
<u>PERSONNEL EXPENSES</u>							
01-3510-45300	Public Works Director	\$111,800	\$88,577	\$103,889	\$115,500	\$112,000	-3%
01-3510-45400	Employee Services	377,629	404,406	357,980	452,000	403,000	-11%
01-3510-45470	COVID Payroll Expenses		16,457	0	0	0	
01-3510-45650	Overtime	9,166	41,985	6,602	10,000	7,000	-30%
01-3510-46300	F.I.C.A.	36,888	39,650	35,569	44,179	39,933	-10%
01-3510-46500	Health Insurance	92,525	77,326	77,050	77,000	97,000	26%
01-3510-47000	Workers' Compensation	17,507	21,046	23,920	26,000	21,213	-18%
01-3510-48000	Retirement / Pension	39,969	39,361	38,651	40,000	56,290	41%
01-3510-48010	Life and LTD	4,607	4,076	3,968	5,000	5,000	0%
Total Personnel Expenses		\$690,091	\$732,885	\$647,629	\$769,679	\$741,436	-4%

	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 BUDGET	FY 2023 PROPOSED
<u>POSITIONS-FULL TIME</u>					
Public Works Director	1	1	1	1	1
Assistant Director	1	1	1	1	1
Senior Mechanic	1	0	0	0	0
Mechanic	2	1	1	1	1
Office Manager	1	1	1	1	1
Receptionist	1	0	0	0	0
Bus Driver	1	0	0	0	0
Office Support Specialist	0	1	1	1	1
Van Driver	0	1	1	1	1
Custodian	1	1	1	1	1
Maintenance Worker / Mechanic	0	1	1	1	1
Lead Mechanic	0	1	1	1	1
Total P.W. Admin Positions	9	9	9	9	9

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification—Narrative Description of Expenditure Accounts FUNCTION—PUBLIC SAFETY | ACTIVITY—CODE ENFORCEMENT

PERSONNEL EXPENSES

01-3510-45300	Public Works Director: Annual salary. (Moved to Employee Services FY 2018.)
01-3510-45400	Employee Services: Salaries and accruals paid to Public Works Administrative employees.
01-3510-45470	COVID Payroll (Personnel Expense): Overtime for essential non-exempt employees.
01-3510-45650	Overtime: Compensation for overtime.
01-3510-46300	F.I.C.A.: Federal Insurance Contribution Act.
01-3510-46500	Health Insurance: Provides group health and dental insurance for employees.
01-3510-47000	Workers' Compensation: Provides care for employees injured on the job.
01-3510-48000	Retirement / Pension: State Retirement and Pension System.
01-3510-48010	Life and LTD: Provides life insurance and long-term disability for employees.
01-3510-48500	Unemployment: Provides benefits to workers who have lost their job through no fault of their own and meet the program's eligibility requirements.

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—PUBLIC WORKS | ACTIVITY—ADMINISTRATION

						BUDGET	
ACCOUNT		FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2022-2023
NUMBER	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROPOSED	PCT CHG
<u>OPERATING EXPENSES</u>							
01-3510-50200	Computer & IT Support			\$2,159	\$5,000	\$5,000	0%
01-3510-50220	Dossier Fleet Management System			\$12,721	\$0	\$0	
01-3510-50330	Temporary Laborer Support			\$59,653	\$60,000	50,000	-17%
01-3510-50470	COVID Related Expenses		2,065	0	0	0	
01-3510-50700	General Liability Insurance	\$1,778	\$3,085	\$14,550	\$20,000	15,000	-25%
01-3510-50710	Auto Insurance	26,060	24,552	26,297	26,000	26,000	0%
01-3510-50750	Equipment Maintenance Contracts	\$4,465	\$6,767	\$5,056	\$7,500	6,500	-13%
01-3510-50760	Office Equipment Maintenance Cor	248	510	1,747	0	2,000	100%
01-3510-51000	Preventive Vehicle Repair & Maint	\$28,701	\$18,986	\$23,323	\$30,000	25,000	-17%
01-3510-52100	Building Maintenance & Repair	15,009	15,931	40,494	40,000	40,000	0%
01-3510-52110	Office Equipment Maint. & Repair	\$1,671		\$0	\$2,500	2,500	0%
01-3510-52130	Vehicle Operation & Maintenance	94,187	75,925	96,089	125,000	100,000	-20%
01-3510-52140	Vehicle Gasoline Use	\$66,886	\$43,397	\$60,264	\$70,000	65,000	-7%
01-3510-52200	Gasoline Tank Maintenance		2,586	5,515	5,000	5,000	0%
01-3510-52500	Computer Supplies	\$337	\$1,476	\$0	\$1,000	1,000	0%
01-3510-52510	Pantry Supplies	1,966	2,166	1,877	2,000	2,000	0%
01-3510-52520	Office Supplies & Printing	\$4,320	\$3,793	\$2,114	\$3,000	3,000	0%
01-3510-52550	Janitorial Supplies	5,420	3,863	4,352	5,000	5,000	0%
01-3510-53120	Safety Supplies	\$1,694	\$3,901	\$1,709	\$5,000	3,000	-40%
01-3510-53510	Dues & Subscriptions	930	981	1,079	1,000	1,500	50%
01-3510-53520	Employee Training	\$2,312	\$560	\$1,122	\$2,500	2,500	0%
01-3510-53540	Travel & Meetings	2,453	971	2,646	3,500	3,500	0%
01-3510-53550	Employee Physicals DOT	\$455	\$390	\$688	\$1,000	2,000	100%
01-3510-53560	Employee Gifts/Spec Occasions	2,157	2,968	1,460	3,000	2,000	-33%
01-3510-53570	Uniforms	\$22,902	\$24,386	\$22,889	\$25,000	25,000	0%
01-3510-54010	Telephones	3,018	3,179	3,082	3,000	3,000	0%
01-3510-54020	Cell Phones	\$2,668	\$2,615	\$1,856	\$1,200	2,000	67%
01-3510-54021	GPS Tracking		7,803	3,660	0	0	
01-3510-54050	Utility - Electricity	\$7,098	\$8,204	\$10,560	\$10,000	15,000	50%
01-3510-54060	Utility - Natural Gas	9,698	8,979	8,333	10,000	10,000	0%
01-3510-54070	Utility - Water	\$9,949	\$10,772	\$11,788	\$12,500	12,000	-4%
01-3510-54445	Community Promotion		586	896	900	1,000	11%
01-3510-54550	Miscellaneous	\$329	\$1,279	\$1,873	\$2,000	500	-75%
Total Operating Expenses		\$316,710	\$282,676	\$429,853	\$482,600	\$436,000	-10%

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification—Narrative Description of Expenditure Accounts

FUNCTION—PUBLIC WORKS | ACTIVITY—ADMINISTRATION

Operating Expenses

01-3510-50200	Computer & IT Support: Payments for the use of software license and for professional technical assistance.
01-3510-50330	Temporary Labor Support: Fees to have temporary labor staff.
01-3510-50470	COVID Related Expenses: Funds to purchase personal protective equipment and supplies.
01-3510-50700	General Liability Insurance: General Insurance mainly covers the City's buildings, inventories, etc.
01-3510-50710	Auto Insurance: Policies protecting City in the event of claims for bodily injuries and property damages due to accident.
01-3510-50750	Equipment Maintenance Contracts: Costs associated with contracted facility maintenance agreements.
01-3510-50760	Office Equipment Maintenance Contracts: Costs associated with maintenance, repair, and leasing of the copy machine, postage meter, etc.
01-3510-51000	Preventive Vehicle Repair & Maintenance Contract: Preventive maintenance and repair program contracted with private vendor for all City trucks and equipment. Allowed an increase of 3% for petroleum product prices.
01-3510-52100	Building Maintenance & Repair: Any costs associated with repairs such as labor, supplies, and maintenance materials to upkeep the buildings in good condition (Interior or exterior painting, pest control, electrical work, plumbing, heating repair, ventilation, air condition repair, etc.).
01-3510-52110	Office Equipment Maintenance & Repair: Maintenance, operation and repair of office equipment such as the copier machine and printers, etc.
01-3510-52130	Vehicle Operation & Maintenance: Maintenance, operation, painting, repair, and parts such as tires, batteries, and labor for Public Works vehicles.
01-3510-52140	Vehicle Gasoline Use: Gasoline, diesel, and oil cost incurred for Public Works vehicles.
01-3510-52200	Gasoline Tank Maintenance: Maintenance costs for the gasoline tank.

Public Works Operating Expense Continued

01-3510-52500	Computer Supplies: Ribbons, paper, memory expansions, additional processing capability, cables, connectors, computer hardware, cords, etc.
01-3510-52510	Pantry Supplies: Cost associated with purchase of sugar, coffee, tea, water, and other supplies for the employees.
01-3510-52520	Office Supplies & Printing: Stationery, miscellaneous office supplies, and materials necessary for the operations of the Public Works Administration.
01-3510-52550	Janitorial Supplies: Cost associated with the purchase of cleaning supplies, bath tissues, soaps, etc.
01-3510-53120	Safety Supplies: For use in ongoing safety programs. Additional funding was included for coats and blankets to be used by employees during snow emergencies.
01-3510-53510	Dues & Subscriptions: Professional dues, various subscriptions for APWA, Nurseryman, Ground Maintenance, etc.
01-3510-53520	Employee Training: Job related training seminars to develop employee's capabilities and professional development.
01-3510-53540	Travel & Meetings: Expenses incurred by employees while on official City business; including attendance at meetings, seminars, mileage, parking, tolls, accommodations, etc.
01-3510-53550	Employee Physicals DOT: Provides Department of Transportation physicals. (Random and pre-employment substance testing consolidated under Human Resources starting FY 2016.)
01-3510-53560	Employee Gifts/Spec Occasions: Gift certificates, employment anniversaries, retirement celebrations, and bereavement sympathies.
01-3510-53570	Uniforms: Costs of uniform items necessary during the discharge of duties.
01-3510-54010	Telephones: Monthly expenses incurred in the use of office telephones.
01-3510-54020	Cell Phones: Monthly expenses incurred in the use of cell phones.
01-3510-54020	GPS Tracker: GPS tracking devices put in all the City vehicles for monitoring.
N01-3510-54050	Utility - Electricity: Electricity use to maintain the day-to-day operation of the Public Works Facilities.

Public Works Operating Expense Continued

- | | |
|----------------------|---|
| 01-3510-54060 | Utility - Natural Gas: Gas use to maintain the day-to-day operations of The Public Works Facilities. |
| 01-3510-54070 | Utility - Water: Water use to maintain the day-to-day operations of the Public Works Administration. |
| 01-2510-54445 | Community Promotions: Funds allocated for items that promote the City. |
| 01-3510-54550 | Miscellaneous: Expenditures that cannot be logically classified under other categories. |

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—PUBLIC WORKS | ACTIVITY—ADMINISTRATION

BUDGET							
ACCOUNT		FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2022-2023
NUMBER	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROPOSED	PCT CHG
<u>CAPITAL OUTLAY</u>							
01-3510-57011	Building Improvements	15,459	-		-	-	
01-3510-57100	Vehicle	35,810	-	43,000	-	-	
01-3510-57441	Fuel Pump & System	19,390	-		-	-	
Total Capital Expenses		\$70,659	\$0	\$43,000	\$0	\$0	
TOTAL PUBLIC WORKS ADMINISTRATION		\$1,077,460	\$1,015,561	\$1,120,481	\$1,252,279	\$1,177,436	-6%

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification—Narrative Description of Expenditure Accounts

FUNCTION—PUBLIC WORKS | ACTIVITY—ADMINISTRATION

Capital Expenses

01-3510-57011 **Building Improvements:** Upkeep and maintenance of the Public Works facility.

01-3510-57100 **Vehicle:** Purchase of vehicle(s) for the public works.

01-3510-57441 **Fuel Pump System:** Purchase of new fuel pump and system.

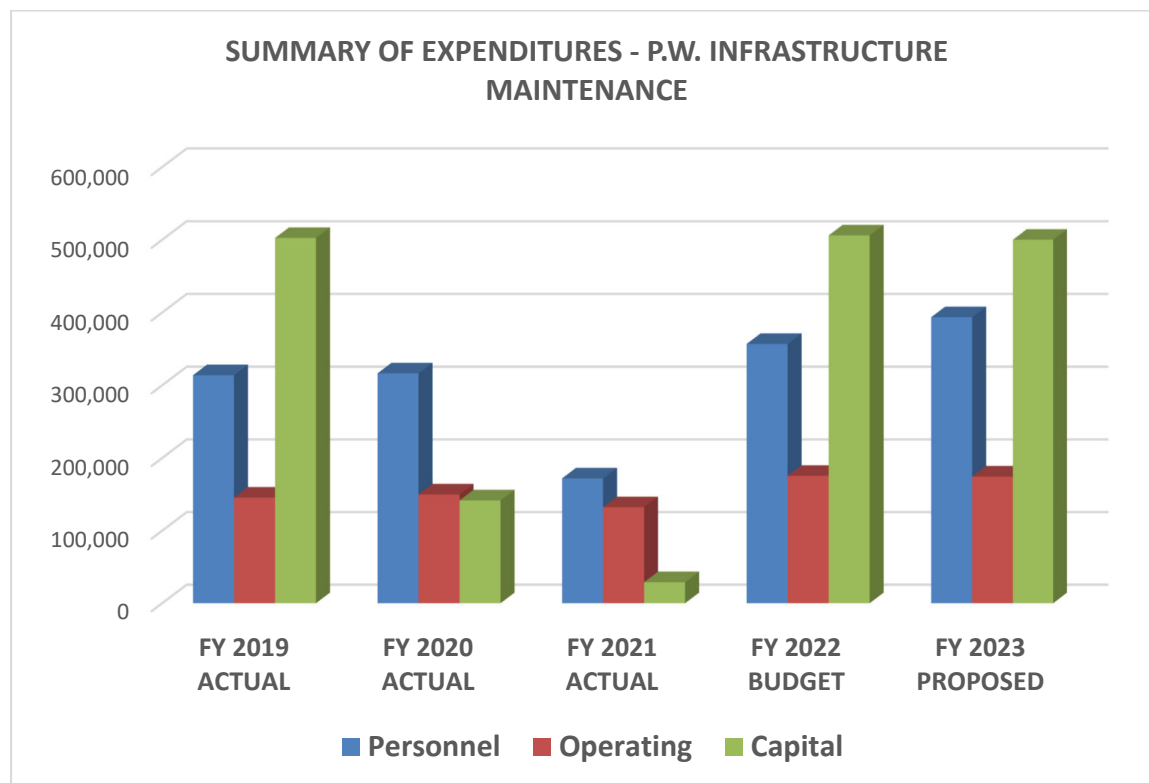
PUBLIC WORKS ADMINISTRATION: INFRASTRUCTURE MAINTENANCE

MISSION STATEMENT: The City embarked on a program in 1990 to ensure the infrastructure would be maintained. Selection of streets for reconstruction is based on deterioration.

Deterioration is determined through inspections, and with a computer program, streets are ranked in order of repair need. To obtain optimal volume pricing, streets are repaired every three years while sidewalks are usually done annually. Public Works personnel are used to ensure problem areas are repaired and kept safe. Safety includes: maintaining traffic signs, installing drainage improvements, keeping bridges in good condition, and providing snow and ice removal.

PROGRAM GOALS:

1. Continue reconstructing City streets and sidewalks.
2. Continue to provide maintenance and safety for infrastructure.



CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—PUBLIC WORKS | ACTIVITY— INFRASTRUCTURE MAINTENANCE

ACCOUNT NUMBER	DESCRIPTION	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 BUDGET	FY 2023 PROPOSED	BUDGET FY 2022-2023 PCT CHG
<u>PERSONNEL EXPENSES</u>							
01-3610-45400	Employee Services	\$188,402	\$185,072	\$82,892	\$213,949	\$234,000	9%
01-3610-45650	Overtime	4,854	20,236	271	5,000	4,000	-20%
01-3610-45670	Snow Removal O.T.	13,186	2,752	27,787	20,000	30,000	50%
01-3610-46300	F.I.C.A.	14,278	15,105	5,960	18,280	20,502	12%
01-3610-46500	Health Insurance	69,182	65,593	33,196	70,701	65,000	-8%
01-3610-47000	Workers' Compensation	7,194	10,086	9,149	11,959	11,998	0%
01-3610-48000	Retirement / Pension	14,759	15,712	11,794	14,977	25,576	71%
01-3610-48010	Life and LTD	1,900	1,792	944	1,926	2,500	30%
Total Personnel Expenses		\$313,756	\$316,348	\$171,994	\$356,792	\$393,576	10%

	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 BUDGET	FY 2023 PROPOSED
POSITIONS-FULL TIME					
Maint. Superintendent	1	1	0	0	0
Maint. Equip. Operator	1	1	0	0	0
Maint. Driver Concrete	1	1	0	0	0
Maint. Driver/Lab	1	1	0	0	0
Maint. Laborer	1	1	0	0	1
Maint. Worker	0	0	2	2	2
Equipment Operator	0	0	1	1	1
Maint. Supervisor	0	0	1	1	1
Total P.W. MAINTENANCE Posit	5	5	4	4	5

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification—Narrative Description of Expenditure Accounts
FUNCTION—PUBLIC WORKS | ACTIVITY— INFRASTRUCTURE MAINTENANCE

PERSONNEL EXPENSES

01-3610-45400	Employee Services: Salaries and accruals paid to Public Works employees.
01-3610-45650	Overtime: Compensation for overtime.
01-3610-45670	Snow Removal O.T.: Funds available for work performed beyond the regular work in winter season.
01-3610-46300	F.I.C.A.: Federal Insurance Contribution Act.
01-3610-46500	Health Insurance: Provides group health and dental insurance for employees.
01-3610-47000	Workers’ Compensation: Provides care for employees injured on the job.
01-3610-48000	Retirement / Pension: State Retirement and Pension System.
01-3610-48010	Life and LTD: Provides life insurance and long-term disability for employees.

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—PUBLIC WORKS | ACTIVITY— INFRASTRUCTURE MAINTENANCE

ACCOUNT NUMBER	DESCRIPTION	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 BUDGET	FY 2023 PROPOSED	BUDGET FY 2022-2023 PCT CHG
<u>OPERATING EXPENSES</u>							
01-3610-51110	Landfill Fees	13,764	14,124	3,108	15,000	15,000	0%
01-3610-51210	Street Lighting	84,672	91,389	85,345	95,000	95,000	0%
01-3610-51215	Street Light Improvements			0	10,000	5,000	-50%
01-3610-52120	Board Up Services			192	1,000	1,000	0%
01-3610-52150	Operating Equipment & Parts	1,078	949	357	1,000	5,000	400%
01-3610-52180	Equipment Rental	788	599	358	1,000	1,000	0%
01-3610-52560	Traffic Safety Supplies	4,833	3,635	4,063	5,000	5,000	0%
01-3610-53000	Street & Storm Drain Maint. Materi:	4,201	3,413	3,071	6,500	6,500	0%
01-3610-53100	Snow Removal Supplies	5,929	6,934	5,567	10,000	10,000	0%
01-3610-53130	Small Tools	839	743	965	1,000	1,000	0%
01-3610-54120	Shared Street Sweeper	29,492	28,033	29,336	30,000	30,000	0%
Total Operating Expenses		\$145,596	\$149,819	\$132,363	\$175,500	\$174,500	-1%

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification—Narrative Description of Expenditure Accounts

FUNCTION—PUBLIC WORKS | ACTIVITY— INFRASTRUCTURE MAINTENANCE

OPERATING EXPENSES

01-3610-51110	Landfill Fees: Disposal of rubble from street and sidewalk repairs.
01-3610-51210	Street Lighting: An annual energy charge for City street lights, parking lots, and other public areas. Also, pays for all new streetlights. Increase in estimation is due to the energy rate change.
01-3610-51215	Street Light Improvements: To improve and to add streetlights by PEPCO where deemed necessary.
01-3610-52120	Board Up Services: Secure property that has received damage from fire or police emergencies services.
01-3610-51250	Operating Equipment and Parts: Cost of any small machines or equipment used in the daily operation of the City's Street Department such as drills, saws, gauges, and other small operating equipment.
01-3610-52180	Equipment Rental: Equipment or machines rented to maintain the City's streets as needed.
01-3610-52560	Traffic Safety Supplies: Signs, materials, paint, barricades, and other traffic control materials and devices.
01-3610-53000	Street & Storm Drain Maintenance Materials: Concrete, asphalt, sand, gravel, top-soil, sod, and other materials used in the repair and maintenance of streets, sidewalks, curbs, storm drain systems and storm drainage channels.
01-3610-53100	Snow Removal Supplies: Cost of sand and salt.
01-3610-53130	Small Tools: Equipment necessary in the discharge of duties.
01-3610-54120	Shared Street Sweeper: Operation, repair & maintenance cost of shared sweeper with Four Cities.

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—PUBLIC WORKS | ACTIVITY— INFRASTRUCTURE MAINTENANCE

ACCOUNT NUMBER	DESCRIPTION	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 BUDGET	FY 2023 PROPOSED	BUDGET FY 2022-2023 PCT CHG
<u>CAPITAL OUTLAY</u>							
01-3610-57120	Vehicle-Street Sw eeper	-					
01-3610-57450	Salt Spreader				6,000	-	-100%
01-3610-58500	Street Repairs	381,835	-	28,954	350,000	150,000	-57%
01-3610-58520	Sidew alk Repairs	119,267	141,694		150,000	150,000	0%
01-3610-58521	Highw ay Maintenance Equipment	1,370					
Total Capital Expenses		\$502,472	\$141,694	\$28,954	\$506,000	\$300,000	-41%
TOTAL PUBLIC WORKS INFRASTRUCTURE MAINT.		\$961,824	\$607,861	\$333,310	\$1,038,292	\$868,076	-16%

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification—Narrative Description of Expenditure Accounts

FUNCTION—PUBLIC WORKS | ACTIVITY— INFRASTRUCTURE MAINTENANCE

CAPITAL OUTLAY

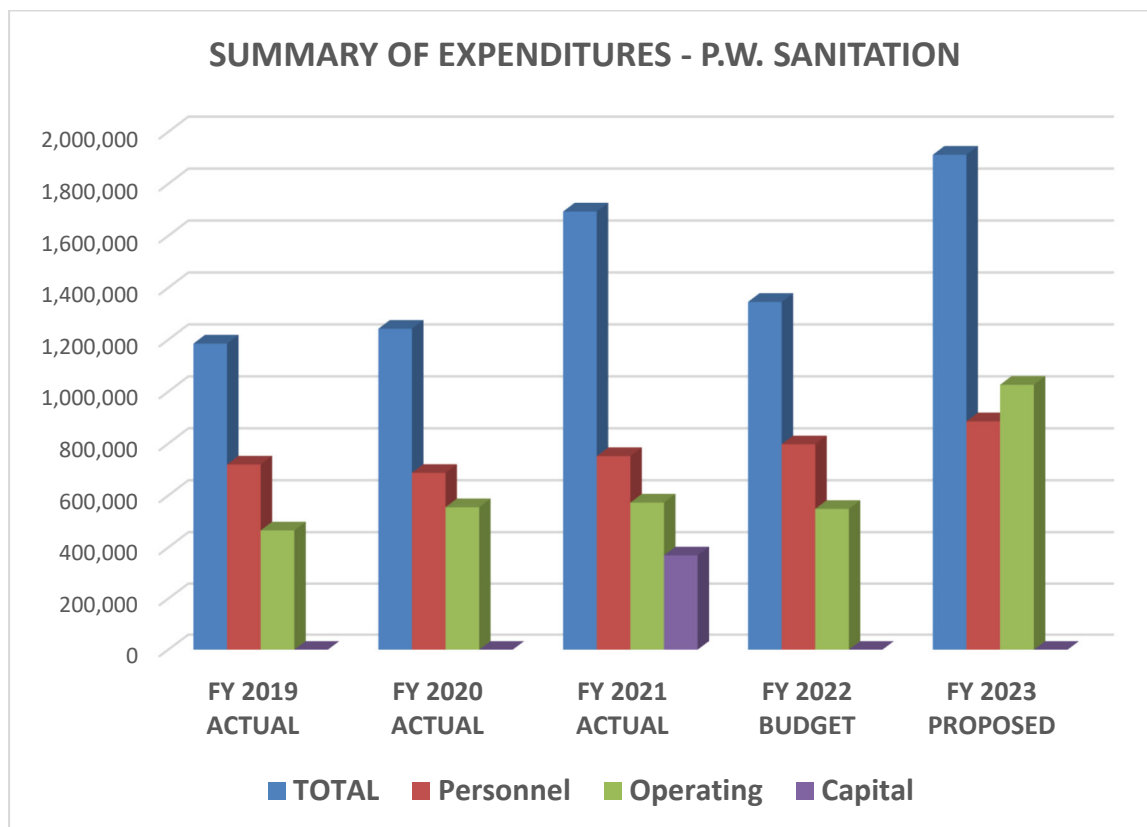
01-3610-57100	Dump Truck: Purchase of one new dump truck.
01-3610-57120	Vehicle-Street Sweeper: Purchase of a street sweeper in collaboration with four other cities by paying 25% of the total cost.
01-3610-57450	Salt Spreader: Purchase of a salt spreader for pickup truck.
01-3610-58500	Street Repairs: Funding for street repairs by private contractors.
01-3610-58520	Sidewalk Repairs: Funding for sidewalk repairs by private contractors.
01-3610-58521	Highway Maintenance Equipment: Funding to buy capital items to use for highway maintenance.

PUBLIC WORKS SANITATION: SOLID WASTE MANAGEMENT

MISSION STATEMENT: Collect, transport, and dispose of all solid waste generated in the City. Collections are on Mondays/Thursdays and Tuesdays/Fridays with each house receiving two collections a week. Wednesdays are used to provide bulky collections once a week except on holidays. Computers are used to route refuse trucks for collecting bulky items, refrigerators and tires. For environmental reasons, tires and refrigerators are taken to a County facility for recycling, and metals are sold for scrap. On Thursdays and Fridays, compost is collected by Public Works personnel and recycled at the County compost facility. Co-mingled materials and paper are collected and recycled via contract on Thursdays and Fridays.

PROGRAM GOAL:

1. Improve participation in curbside recycling.



CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—PUBLIC WORKS | ACTIVITY—SANITATION

BUDGET							
ACCOUNT		FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2022-2023
NUMBER	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROPOSED	PCT CHG
<u>PERSONNEL EXPENSES</u>							
01-3710-45400	Employee Services	\$485,037	\$435,574	\$524,442	\$564,000	\$575,000	2%
01-3710-45650	Overtime	6,526	37,358	3,000	5,000	5,000	0%
01-3710-46300	F.I.C.A.	37,013	36,908	40,188	43,529	44,370	2%
01-3710-46500	Health Insurance	128,943	109,746	111,123	107,000	161,000	50%
01-3710-47000	Workers' Compensation	18,580	25,453	29,553	32,000	46,297	45%
01-3710-48000	Retirement / Pension	38,437	37,342	39,129	41,000	62,848	53%
01-3710-48010	Life and LTD	4,928	4,807	4,174	4,700	5,500	17%
Total Personnel Expenses		\$719,464	\$687,189	\$751,609	\$797,229	\$900,015	13%

					BUDGET
	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROPOSED
<u>POSITIONS-FULL TIME</u>					
Sanitation Supervisor	1	1	1	1	1
Sanitation Crew Chiefs	3	3	3	3	3
Refuse Collectors	6	0	0	0	0
Litter Patrol	1	0	0	0	0
Sanitation Worker	0	7	7	7	7
Total P.W. Sanitation Positions	11	11	11	11	11

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification—Narrative Description of Expenditure Accounts

FUNCTION—PUBLIC WORKS | ACTIVITY—SANITATION

PERSONNEL EXPENSES

01-3710-45400	Employee Services: Salaries and accruals paid to Public Works employees.
01-3710-45650	Overtime: Compensation for overtime.
01-3710-46300	F.I.C.A.: Federal Insurance Contribution Act.
01-3710-46500	Health Insurance: Provides group health, and dental insurance for employees.
01-3710-47000	Workers' Compensation: Provides care for employees injured on the job.
01-3710-48000	Retirement/Pension: State Retirement and Pension System.
01-3710-48010	Life and LTD: Provides life insurance and long-term disability for employees.

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—PUBLIC WORKS | ACTIVITY—SANITATION

ACCOUNT		FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	BUDGET
NUMBER	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROPOSED	FY 2022-2023 PCT CHG
OPERATING EXPENSES							
01-3710-50330	Temporary Labor Support	32,668	50,353	-	-	-	
01-3710-50500	Condo Refuse Collection Contract	140,138	144,745	155,844	150,000	150,000	0%
01-3710-50550	Recycling Contract	77,562	130,621	166,876	134,052	172,000	28%
01-3710-51100	Landfill Fees - County	194,877	209,122	234,240	210,000	240,000	14%
01-3710-51115	Compost Fees	19,362	13,007	13,476	14,000	14,000	0%
01-3710-52570	Sanitation Supplies	427	6,800	1,713	39,115	275,000	603%
01-3710-54550	Miscellaneous	663	189	718	1,200	500	-58%
Total Operating Expenses		\$465,697	\$554,838	\$572,867	\$548,367	\$851,500	55%

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification—Narrative Description of Expenditure Accounts

FUNCTION—PUBLIC WORKS | ACTIVITY—SANITATION

Operating Expenses

01-3710-50330	Temporary Labor Support: Fees to have temporary labor staff. (Moved to PW Admin FY21.)
01-3710-50500	Condominium Refuse Collection Contract: Annual cost for refuse collection in multi-family dwelling units, which have a condominium form of ownership under Maryland Law (Frenchman's Creek and Carrollton Gardens.).
01-3710-50550	Recycling Contract: Fees associated with the weekly collection of curbside recyclables for single-family homes paid for by user fees.
01-3710-51100	Landfill Fees - County: Disposal of refuse based on actual cost.
01-3710-51115	Compost Fees: Charges assessed by the City of College Park for recycling yard waste materials dropped off by New Carrollton.
01-3710-52570	Sanitation Supplies: Refuse barrels, recycling bins, and other items used for refuse collection.
01-3710-54550	Miscellaneous: Expenditures that cannot be logically classified under other categories.

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—PUBLIC WORKS | ACTIVITY—SANITATION

ACCOUNT NUMBER	DESCRIPTION	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 BUDGET	FY 2023 PROPOSED	BUDGET FY 2022-2023 PCT CHG
<u>CAPITAL OUTLAY</u>							
01-3710-57140	Packer	0		369,219	0	0	
Total Capital Expenses		\$0	\$0	\$369,219	\$0	\$0	
TOTAL PUBLIC WORKS SANITATION		\$1,185,162	\$1,242,027	\$1,693,695	\$1,345,596	\$1,751,515	30%

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification—Narrative Description of Expenditure Accounts

FUNCTION—PUBLIC WORKS | ACTIVITY—SANITATION

Capital Expenses

01-3710-57150 **Vehicle-Pickup Truck:** Purchase of a new four-wheel pickup truck for litter patrol.

PUBLIC WORKS GROUNDS MAINTENANCE: HORTICULTURAL MANAGEMENT

MISSION STATEMENT: To maintain the ornamental appearance of the City at a level of excellence that the City has enjoyed for decades. The City has received numerous beautification awards over the years attesting to this accomplishment. In the fall, ornamental beds are tilled and various bulbs are planted which are then over planted with cold tolerant flowers. During the spring, the bulbs are removed and given to City residents. Also, at this time the beds are tilled and planted with annual flowers. During early fall, other flowers may be used if the summer months have proven unkind to the flowers planted. In late fall, the planting cycle starts over.

PROGRAM GOALS:

1. To maintain the ornamental appearance at a level of excellence.
2. To continue to strive to win additional beautification awards.

PUBLIC WORKS GROUNDS MAINTENANCE: URBAN FORESTRY MANAGEMENT

MISSION STATEMENT: To maintain the ornamental value of street trees and to sustain the character of the neighborhoods. This is accomplished by planting trees annually, trimming and removing storm damaged trees, and by watering trees recently planted. Trees are trimmed by Public Works personnel under the supervision of a certified arborist. A tree inventory database has been developed where the condition of all trees have been entered. Work schedules are developed through queries. When the opportunity presents itself, Public Works personnel assist in community planting activities, e.g., tree dedications and Arbor Day projects.

PROGRAM GOALS:

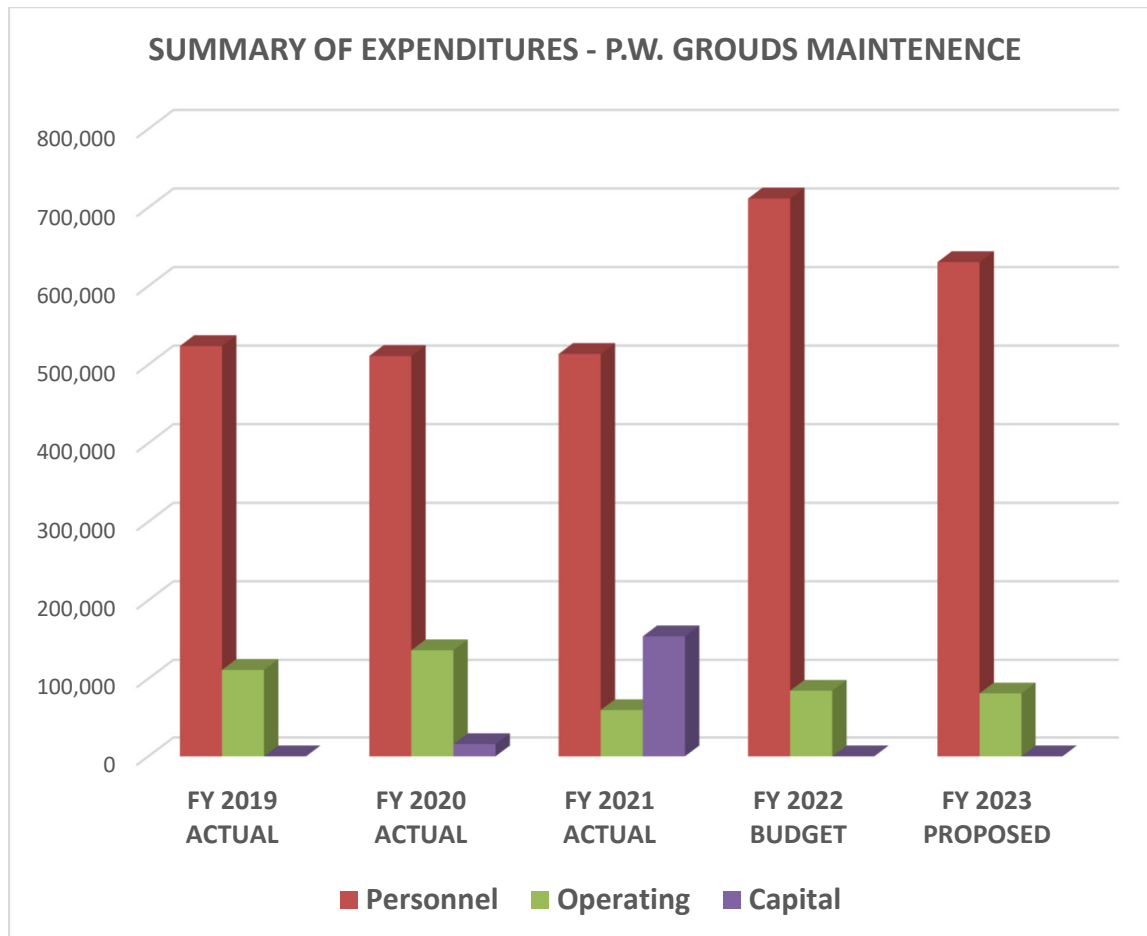
1. To obtain a healthy and beautiful urban forest.

PUBLIC WORKS GROUNDS MAINTENANCE: TURF & PARKS MANAGEMENT

MISSION STATEMENT: The City has forty acres of turf in which five athletic fields and four tot lots are situated. In addition, there is a general-purpose park and Vita Course. Athletic fields are mowed weekly and the City's entrance and the Municipal Center is also mowed weekly. Carrollton Parkway, Powhatan Street, and Westbrook Drive and the Bicentennial and Veterans' Parks are mowed every two weeks. During the fall and spring, all turf areas are fertilized and limed. In addition, during the summer Westbrook Drive, Carrollton Parkway, 85th Avenue, Powhatan Street and part of Lamont Drive are edged. During the winter months, soil tests are made at each park and sent to the University of Maryland for analysis. Major repairs to park furniture are usually done during the winter months.

PROGRAM GOALS:

1. Continue to improve the working relationship between field-users and the City.
2. To sustain present maintenance practices.



CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—PUBLIC WORKS | ACTIVITY—GROUNDS MAINTENANCE

BUDGET							
ACCOUNT		FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2022-2023
NUMBER	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROPOSED	PCT CHG
<u>PERSONNEL EXPENSES</u>							
01-3810-45400	Employee Services	\$359,953	\$332,110	\$363,093	\$489,080	\$431,000	-12%
01-3810-45650	Overtime	4,483	24,397	2,429	5,000	5,000	0%
01-3810-46300	F.I.C.A.	26,944	26,349	27,934	37,797	33,354	-12%
01-3810-46500	Health Insurance	88,460	70,587	64,453	113,572	96,000	-15%
01-3810-47000	Workers' Compensation	10,583	18,638	19,817	27,340	37,723	38%
01-3810-48000	Retirement / Pension	29,726	35,220	33,235	34,236	47,108	38%
01-3810-48010	Life and LTD	3,563	3,738	2,671	4,402	4,100	-7%
Total Personnel Expenses		\$523,711	\$511,039	\$513,632	\$711,427	\$654,285	-8%

POSITIONS

	FY 2019	FY 2020	FY 2021	FY 2022	BUDGET
	ACTUAL	ACTUAL	ACTUAL	BUDGET	FY 2023 PROPOSED
<u>Full-Time</u>					
Parks Supervisor	1	0	0	0	0
Line Clearing Arborist	1	0	0	0	0
Park Crew Chiefs	2	0	0	0	0
Park Laborers	5	0	0	0	0
Grounds Maintenance Supervisor	0	0	1	1	1
Grounds Maintenance Crew Chief	0	1	1	1	1
Horticulturist	0	1	1	1	1
Grounds Maintenance-Arborist	0	1	1	1	1
Grounds Maintenance Worker	0	5	5	5	5
Total P.W. Ground Maintenance	9	0	0	0	9

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification—Narrative Description of Expenditure Accounts

FUNCTION—PUBLIC WORKS | ACTIVITY—GROUNDS MAINTENANCE

PERSONNEL EXPENSES – GROUNDS MAINTENANCE

01-3810-45400	Employee Services: Salaries and accruals paid to Grounds Maintenance employees.
01-3810-45650	Overtime: Compensation for overtime.
01-3810-46300	F.I.C.A.: Federal Insurance Contribution Act.
01-3810-46500	Health Insurance: Provides group health and dental insurance for employees.
01-3810-47000	Workers' Compensation: Provides care for employees injured on the job.
01-3810-48000	Retirement/Pension: State Retirement and Pension System.
01-3810-48010	Life and LTD: Provides life insurance and long-term disability for employees.

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—PUBLIC WORKS | ACTIVITY—GROUNDS MAINTENANCE

							BUDGET
ACCOUNT		FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2022-2023
NUMBER	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROPOSED	PCT CHG
<u>OPERATING EXPENSES</u>							
01-3810-50330	Temporary Labor Support	45,288	82,131	-	-	-	
01-3810-51130	Parks Contractual	7,415	6,215	15,830	20,000	20,000	0%
01-3810-52160	Playground Equipment Maintenance	5,740	4,429	746	4,500	2,000	-56%
01-3810-52180	Equipment Rental	8,994	7,668	8,025	10,000	10,000	0%
01-3810-52210	Operating Equip Repair & Maintenance	7,378	5,024	5,889	9,000	8,000	-11%
01-3810-53130	Small Tools	3,694	4,594	4,413	7,500	7,500	0%
01-3810-54250	Parks, Fields & Tree Maintenance	30,934	25,337	22,426	30,000	30,000	0%
01-3810-54260	Curb Trees	1,331	482	2,130	2,000	2,000	0%
01-3810-54270	Community Garden	464	586	122	1,500	1,500	0%
Total Operating Expenses		\$111,239	\$136,465	\$59,581	\$84,500	\$81,000	-4%

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification—Narrative Description of Expenditure Accounts FUNCTION—PUBLIC WORKS | ACTIVITY—GROUNDS MAINTENANCE

OPERATING EXPENSES – GROUNDS MAINTENANCE

01-3810-50330	Temporary Labor Support: Fees to have temporary labor staff. (Moved to PW Admin FY21.)
01-3810-51130	Parks Contractual: Costs associated with services and contracts to maintain lights, sprinkler systems, and various items at the parks.
01-3810-52160	Playground Equipment Maintenance: Replacement parts, paint, etc. to keep equipment operable and safe.
01-3810-52180	Equipment Rental: Equipment or machines rented to maintain the City's parks condition including Porta pots.
01-3810-52210	Operating Equipment Repair & Maintenance: Cost of any small machines or equipment used in the daily operation of the City, such as lawn mowers.
01-3810-53130	Small Tools: Small tools acquisition including fall leaf collection rakes.
01-3810-54250	Parks, Fields & Tree Maintenance: Plants, supplies and materials used on ball fields, parks, playgrounds, curb trees and City owned land.
01-3810-54260	Curb Trees: Replacement of trees that are damaged or dead.
01-3810-54270	Community Garden: The City's Community Garden is part of the City's parks system available to City residents to lease. The City is responsible for maintaining the community garden.

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—PUBLIC WORKS | ACTIVITY—GROUNDS MAINTENANCE

							BUDGET
ACCOUNT		FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2022-2023
NUMBER	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROPOSED	PCT CHG
<u>CAPITAL OUTLAY</u>							
01-3810-57140	Boom Truck	0	\$0	\$141,069	\$0		
01-3810-57380	Mow ers	0	7,359	8,799	0		
01-3810-58397	Frenchman's Creek		8,456	4,305	0		
Total Capital Expenses		\$0	\$15,815	\$154,173	\$0	\$0	
TOTAL PUBLIC WORKS GROUNDS MAINTENANCE		\$634,950	\$663,319	\$727,386	\$795,927	\$735,285	-8%

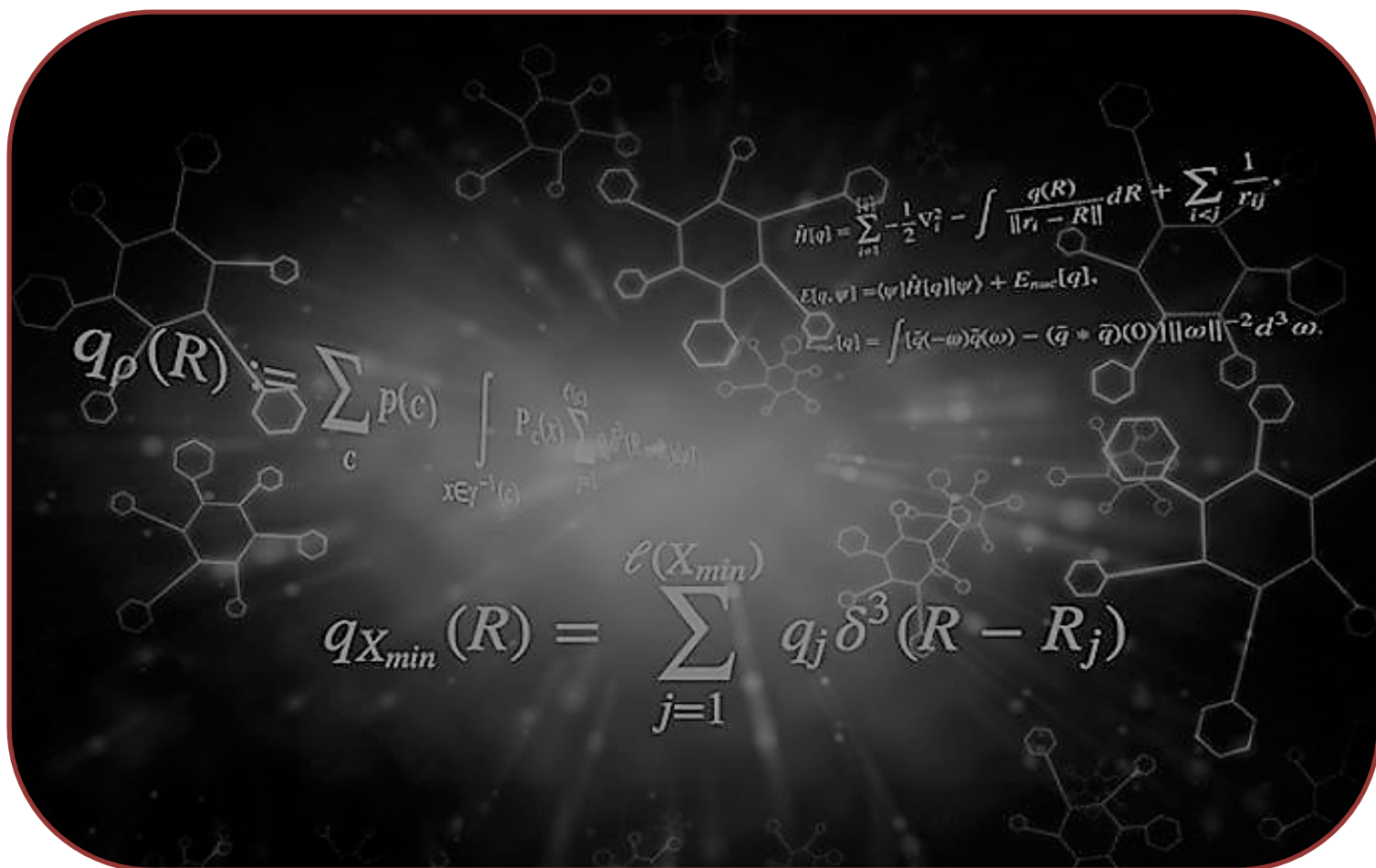
CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification—Narrative Description of Expenditure Accounts

FUNCTION—PUBLIC WORKS | ACTIVITY—GROUNDS MAINTENANCE

Capital Expenses

01-3810-57380	Mowers: Purchase of new mowers.
01-3810-58370	Beckett Field: To purchase and install irrigation equipment and lights in Beckett Field. Revenue for project is derived from a state bond bill.
01-3810-58397	Frenchman's Creek: Cost for consultant, contractor services and equipment at Frenchman's Creek playgrounds.



GENERAL: STATISTICAL & SUPPORT INFORMATION



APPENDIX A - EXPENDITURES BY FUNCTION FOR THE LAST TEN YEARS

APPENDIX B - REVENUES BY SOURCE FOR THE LAST TEN YEARS

APPENDIX C - ASSESSED AND ESTIMATED ACTUAL VALUE OF TAXABLE PROPERTY FOR THE LAST TEN YEARS

APPENDIX D - PROPERTY TAX RATES - DIRECT AND OVERLAPPING GOVERNMENT FOR LAST TEN YEARS

APPENDIX E - COST PER SINGLE FAMILY HOME FOR CITY SERVICES FOR LAST TEN YEARS

APPENDIX F - COST PER CAPITA FOR CITY SERVICES FOR LAST TEN YEARS

APPENDIX G - EXPENDITURES BY CATEGORY FY 2014 THRU 2018

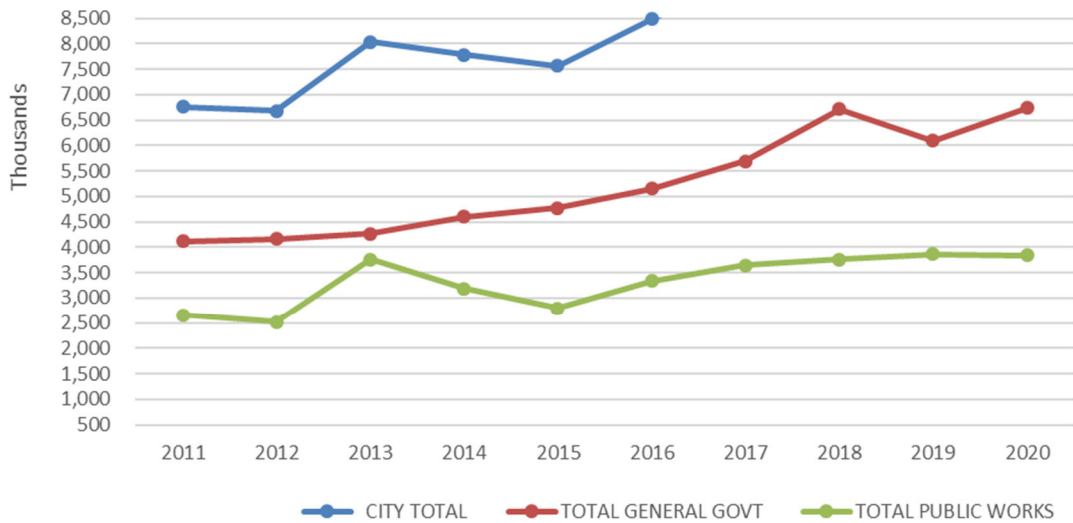
APPENDIX H - CURRENT REAL PROPERTY TAX RATES FOR MUNICIPALITIES IN PRINCE GEORGE'S COUNTY

APPENDIX A

GENERAL GOVERNMENT EXPENDITURES BY FUNCTION | LAST TEN FISCAL YEARS

FISCAL YEAR	PUBLIC WORKS ADMIN	INFRA-STRUCTURE	SANITATION	PUBLIC WORKS GRD MAINT	TOTAL PUBLIC WORKS	GENERAL GOVT	PUBLIC HEALTH CODE ENF	PUBLIC SAFETY POLICE	WEIN-BACH FUND	DEBT SERVICE	TOTAL GENERAL GOVT	CITY TOTAL
2011	468,079	409,173	1,233,123	543,569	2,653,944	1,361,955	366,084	1,957,957	2,000	423,661	4,111,657	6,765,601
2012	465,722	357,989	972,501	721,194	2,517,406	1,336,976	397,513	2,042,737	2,000	388,990	4,168,216	6,685,622
2013	517,807	1,646,879	1,029,277	567,222	3,761,185	1,307,637	399,299	2,143,502	0	420,196	4,270,634	8,031,819
2014	576,343	986,059	1,010,917	615,247	3,188,566	1,583,330	419,796	2,211,020	5,674	376,573	4,596,392	7,784,958
2015	642,432	481,067	1,119,919	556,786	2,800,204	1,575,550	441,256	2,417,173	2,000	333,718	4,769,697	7,569,901
2016	1,022,723	627,682	1,151,994	530,806	3,333,205	1,493,197	345,432	3,018,865	2,000	294,241	5,153,735	8,486,940
2017	965,112	1,124,498	961,960	596,945	3,648,515	1,937,961	360,211	3,158,989	3,000	235,044	5,695,205	9,343,720
2018	1,104,872	900,094	1,138,663	618,199	3,761,828	2,543,975	348,234	3,509,663	3,000	308,239	6,713,111	10,474,939
2019	1,077,460	961,824	1,185,162	634,950	3,859,396	1,870,462	417,022	3,481,513	3,500	325,541	6,098,038	9,957,434
2020	1,015,828	916,164	1,242,027	663,319	3,837,338	1,928,585	472,633	4,002,014	5,000	328,780	6,737,012	10,574,350

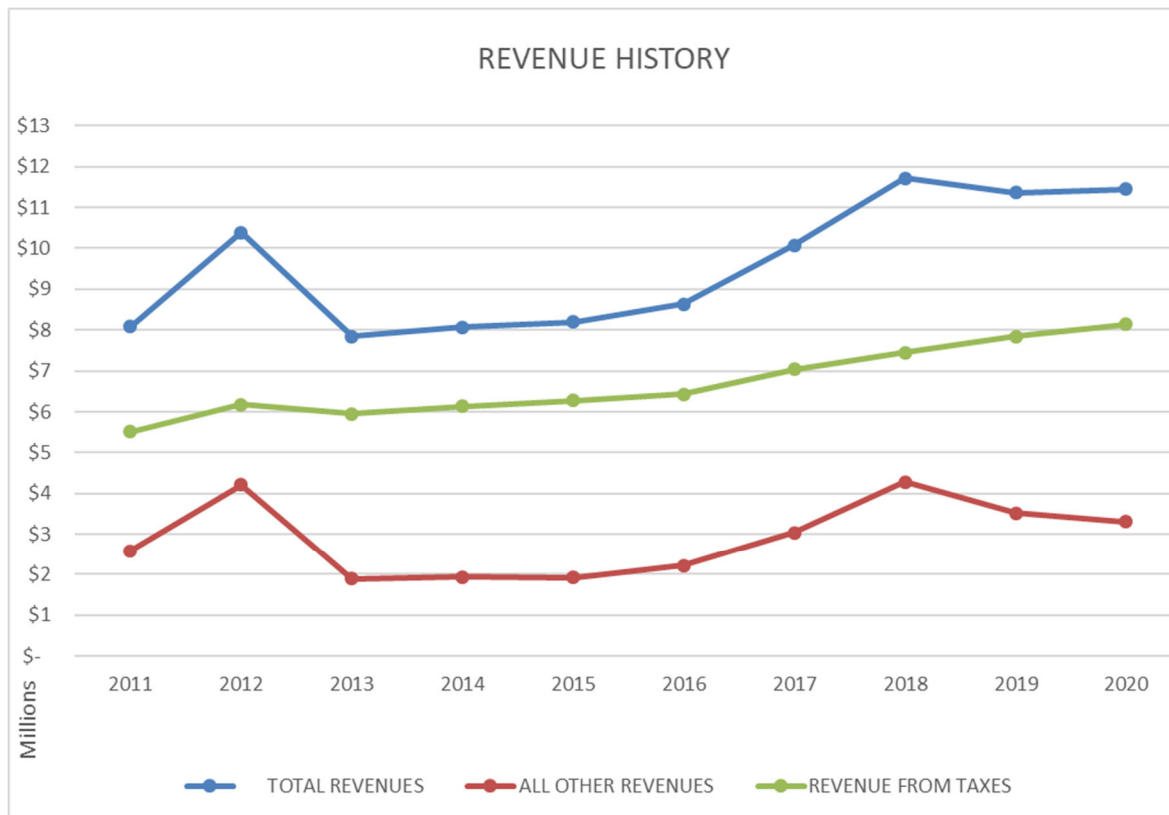
EXPENDITURE HISTORY BY DEPT.



APPENDIX B

GENERAL GOVERNMENT REVENUES BY SOURCES| LAST TEN FISCAL YEARS

FISCAL YEAR	REVENUE FROM TAXES	LICENSES AND PERMITS	LOAN PROCEEDS	INTER GOVT	INTEREST AND DIVIDENDS	OTHER REVENUES	TOTAL OTHER REVENUES	TOTAL REVENUES
2011	\$ 5,508,728	\$ 338,940	\$ 325,000	\$ 254,575	\$ 8,216	\$ 1,654,862	\$ 2,581,593	\$ 8,090,321
2012	6,169,959	198,170	2,100,000	368,344	6,754	1,541,015	4,214,283	10,384,242
2013	5,950,030	206,567		266,109	10,941	1,411,857	1,895,474	7,845,504
2014	6,138,701	221,166		441,308	5,787	1,260,424	1,928,685	8,067,386
2015	6,274,894	248,727		408,406	3,220	1,259,270	1,919,623	8,194,517
2016	6,430,166	253,671		363,900	78,786	1,514,895	2,211,252	8,641,418
2017	7,031,671	234,641		269,835	47,413	2,491,210	3,043,099	10,074,770
2018	7,442,024	235,325	981,503	232,484	116,493	2,712,920	4,278,725	11,720,749
2019	7,844,717	220,499	173,881	254,304	319,072	2,544,531	3,512,287	11,357,004
2020	8,134,647	203,399	96,271	205,590	276,597	2,526,836	3,308,692	11,443,339

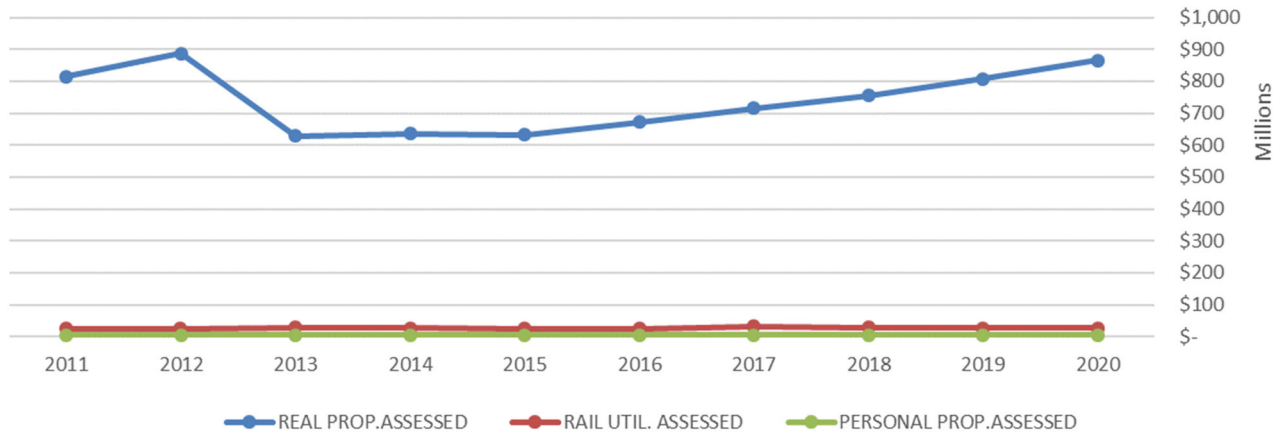


APPENDIX C

ASSESSED AND ESTIMATED ACTUAL VALUE OF TAXABLE PROPERTY | LAST TEN FISCAL YEARS

FISCAL YEAR	REAL PROPERTY		PERSONAL PROPERTY		PUBLIC UTILITY PROPERTIES		TOTALS	
	ASSESSED VALUE	ESTIMATED RETAIL VALUE	ASSESSED VALUE	ESTIMATED RETAIL VALUE	ASSESSED VALUE	ESTIMATED RETAIL VALUE	ASSESSED VALUE	ESTIMATED RETAIL VALUE
2011	\$ 815,192,400	\$ 815,192,400	\$ 25,449,900	\$ 50,899,800	\$ 4,973,950	\$ 9,947,900	\$ 845,616,250	\$ 876,040,100
2012	887,723,800	887,723,800	25,742,940	51,485,880	4,978,280	9,956,560	918,445,020	949,166,240
2013	629,055,993	629,055,993	28,028,700	56,057,400	4,820,150	9,640,300	661,904,843	694,753,693
2014	635,398,911	635,398,911	27,406,740	54,813,480	4,930,940	9,861,880	667,736,591	700,074,271
2015	632,743,916	632,743,916	25,892,270	51,784,540	4,725,550	9,451,100	663,361,736	693,979,556
2016	672,724,363	672,724,363	25,691,810	51,383,620	4,974,510	9,949,020	703,390,683	734,057,003
2017	715,524,724	715,524,724	31,923,330	63,846,660	5,626,640	11,253,280	753,074,694	790,624,664
2018	755,115,883	755,115,883	28,405,160	56,810,320	5,885,790	11,771,580	789,406,833	823,697,783
2019	807,631,170	807,631,170	26,861,190	53,722,380	6,146,170	12,292,340	840,638,530	873,645,890
2020	864,610,915	864,610,915	26,993,340	53,986,680	5,788,930	11,577,860	897,393,185	930,175,455

ASSESSED VALUE OF TAXABLE PROPERTY



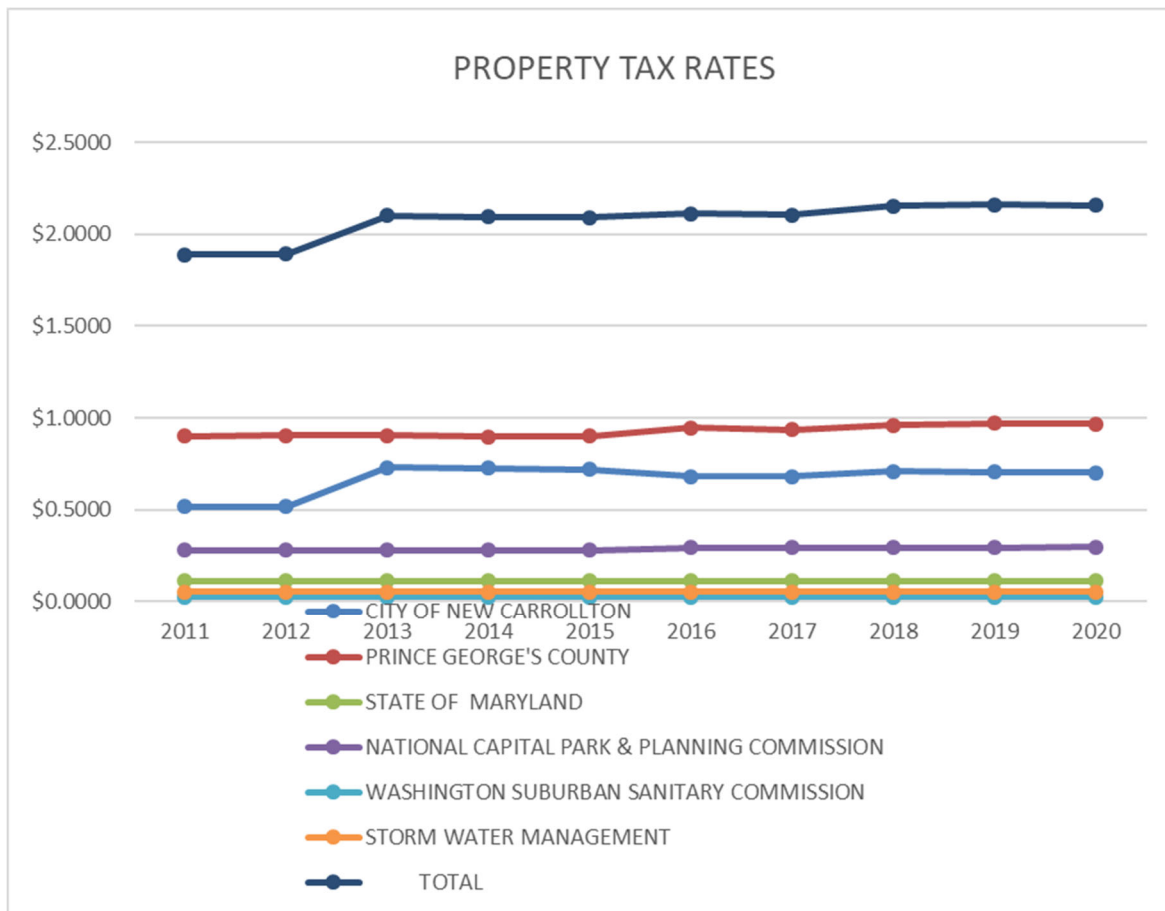
Notes

- Property owned by the City, other governments, churches and schools are exempt, and no estimated value is included.
- The City began taxing business personal property of corporations during the fiscal year 1989.

APPENDIX D

PROPERTY TAX RATES DIRECT & OVERLAPING GOVERNMENTS (PER \$100 OF ASSESSED VALUE) | LAST TEN FISCAL YEARS

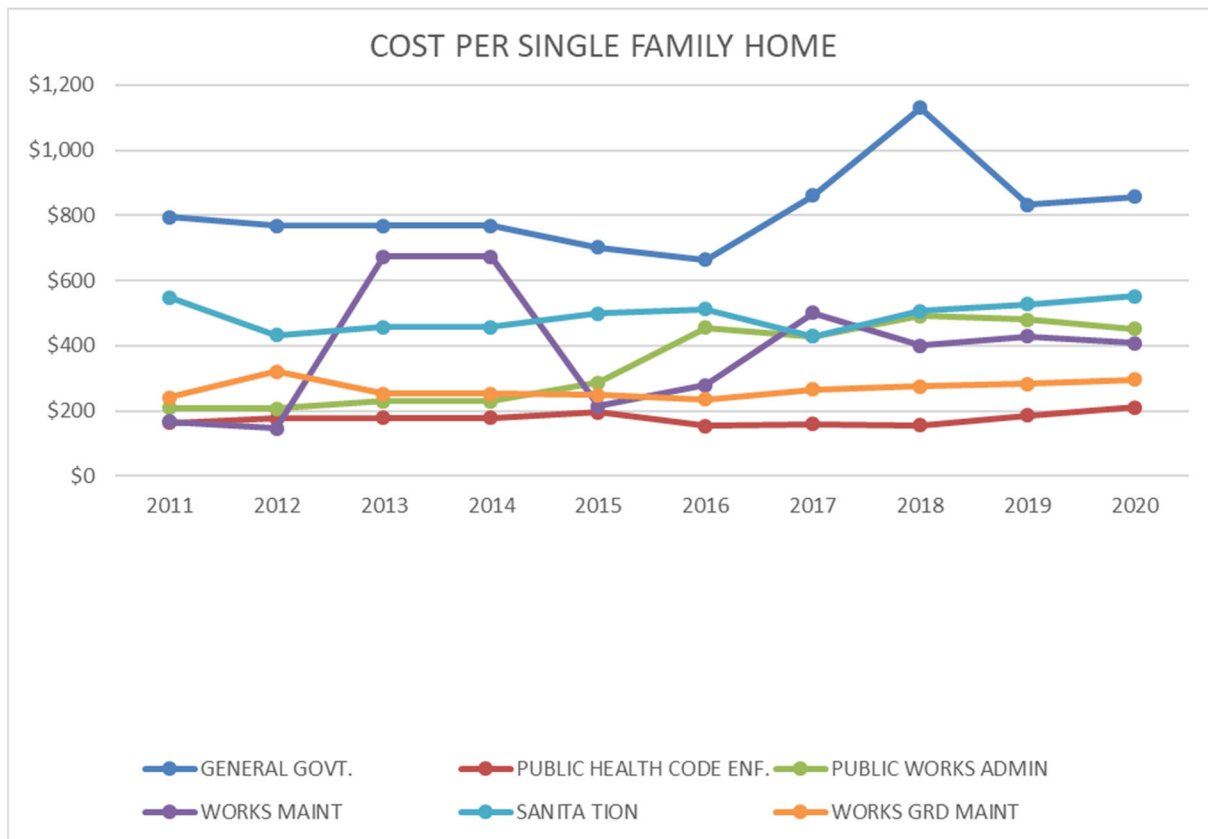
FISCAL YEAR	CITY OF NEW CARROLLTON	PRINCE GEORGE'S COUNTY	STATE OF MARYLAND	MARYLAND NATIONAL CAPITAL PARK & PLANNING COMMISSION	WASHINGTON SUBURBAN SANITARY COMMISSION	STORM WATER MANAGEMENT	TOTAL
2011	\$0.5180	\$0.8998	\$0.1120	\$0.2790	\$0.0260	\$0.0540	1.8888
2012	0.5167	0.9054	0.1120	0.2790	0.0260	0.0540	1.8931
2013	0.7278	0.9028	0.1120	0.2790	0.0260	0.0540	2.1016
2014	0.7260	0.8971	0.1120	0.2790	0.0260	0.0540	2.0941
2015	0.7195	0.9019	0.1120	0.2790	0.0260	0.0540	2.0924
2016	0.6798	0.9451	0.1120	0.2940	0.0260	0.0540	2.1109
2017	0.6819	0.9364	0.1120	0.2940	0.0260	0.0540	2.1043
2018	0.7084	0.9596	0.1120	0.2940	0.0260	0.0540	2.1540
2019	0.7043	0.9686	0.1120	0.2940	0.0260	0.0540	2.1589
2020	0.7015	0.9660	0.1120	0.2960	0.0260	0.0540	2.1555



APPENDIX E

COST PER SINGLE FAMILY HOME | LAST TEN FISCAL YEARS

FISCAL YEAR	GENERAL GOVT.	PUBLIC HEALTH CODE ENF.	PULIC SAFETY POLICE	GENERAL GOVT. TOTAL	PUBLIC WORKS ADMIN	PUBLIC WORKS MAINT	SANITA TION	PUBLIC WORKS GRD MAINT	TOTAL PUBLIC WORKS	COST PER SINGLE HOME
2011	\$795	\$163	\$871	1,828	\$208	\$167	\$548	\$242	1,165	2,993
2012	768	177	908	1,853	207	146	432	321	1,106	2,960
2013	768	178	953	1,899	230	672	458	252	1,613	3,511
2014	768	178	953	1,899	230	672	458	252	1,613	3,511
2015	701	196	1,075	1,972	286	214	498	248	1,246	3,218
2016	664	154	1,342	2,160	455	279	512	236	1,482	3,642
2017	862	160	1,405	2,427	429	500	428	265	1,622	4,049
2018	1,131	155	1,561	2,847	491	400	506	275	1,672	4,519
2019	832	185	1,548	2,565	479	428	527	282	1,716	4,281
2020	858	210	1,779	2,847	452	407	552	295	1,706	4,553



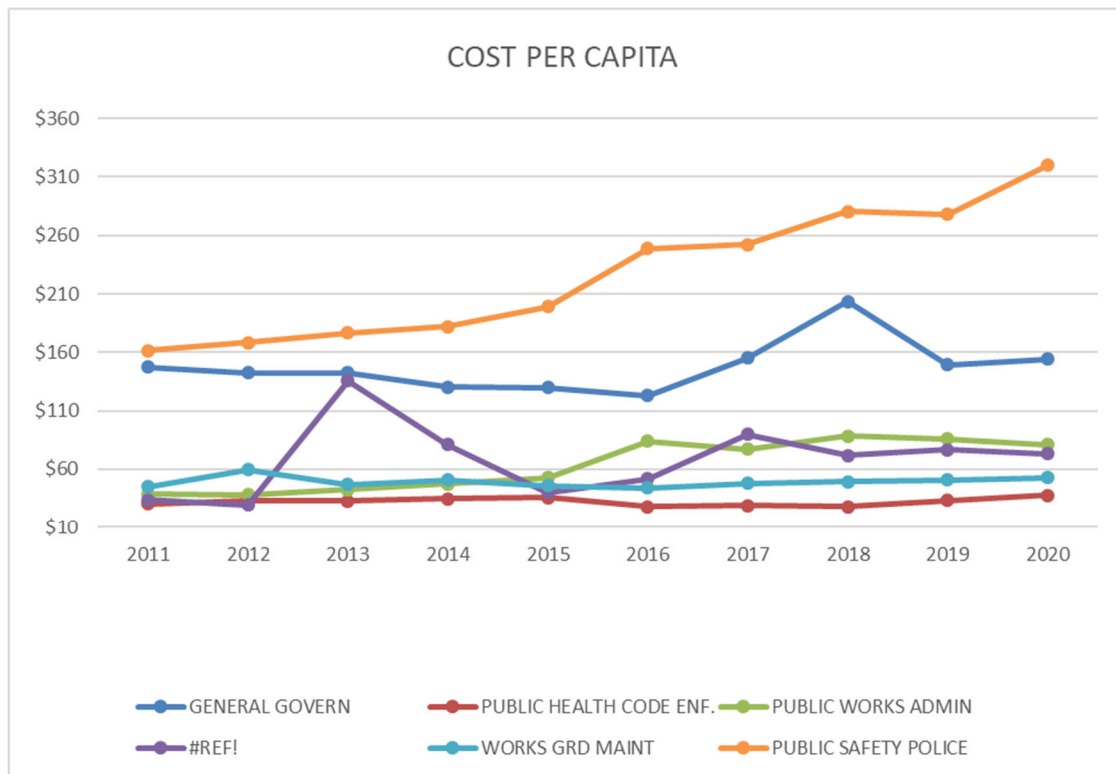
Notes

- Condominium container cost has been excluded from the Sanitation cost.
- Number of single-family homes were taken from the Comprehensive Annual Financial Report to compute cost for each respective year.

APPENDIX F

COST PER CAPITA | LAST TEN FISCAL YEARS

FISCAL YEAR	GENERAL GOVERN	PUBLIC HEALTH CODE ENF.	PUBLIC SAFETY POLICE	GENERAL GOVERN. TOTAL	PUBLIC WORKS ADMIN	INFRA-STRUCTURE	SANITATION	PUBLIC WORKS GRD MAINT	TOTAL PUBLIC WORKS	TOTAL COST PER CAPITA
2011	\$147	\$30	\$161	272	\$39	\$34	\$102	\$45	193	465
2012	142	33	168	339	38	30	80	59	219	558
2013	142	33	177	343	43	136	85	47	207	551
2014	130	35	182	352	47	81	83	51	310	662
2015	130	36	199	347	53	40	92	46	263	610
2016	123	28	249	365	84	52	95	44	231	610
2017	155	29	252	400	77	90	77	48	275	675
2018	203	28	280	436	88	72	91	49	292	728
2019	149	33	278	461	86	77	95	51	308	769
2020	154	38	320	512	81	73	99	53	307	818



Notes

- Per capita numbers used in calculation were taken from the Comprehensive Annual Financial Report to compute cost for each respective year.

APPENDIX G

EXPENDITURES BY CATEGORY

CATEGORY	FY 2018 ACTUAL	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 BUDGET	FY 2022 PROPOSED
GENERAL GOVERNMENT					
<u>Mayor & Council</u>					
Personnel	\$39,331	\$39,259	\$36,669	\$36,022	\$73,810
Operations	45,110	33,195	36,199	68,700	114,200
Capital	981,503	177,790	92,362	-	-
Sub-Total	1,065,944	250,244	165,230	104,722	188,010
<u>G.G.Administration</u>					
Personnel	676,339	810,801	858,627	1,093,673	938,153
Operations	447,000	457,368	570,576	589,737	577,536
Capital	21,843	294	33,188	61,000	56,500
Sub-Total	1,145,182	1,268,463	1,462,391	1,744,410	1,572,189
<u>Economic Development</u>					
Personnel	-	-	-	-	-
Operations	4,991	1,582	3,246	9,000	9,000
Capital	-	-	-	-	-
Sub-Total	4,991	1,582	3,246	9,000	9,000
<u>Finance & Accounting</u>					
Personnel	268,994	273,443	218,585	230,430	238,844
Operations	58,816	76,731	79,134	87,200	96,200
Capital	48	-	-	-	-
Sub-Total	327,858	350,174	297,718	317,630	335,044
<u>Code Enforcement</u>					
Personnel	318,549	349,021	419,180	489,762	470,406
Operations	29,684	40,762	23,883	30,210	7,200
Capital	-	27,239	29,570	-	-
Sub-Total	348,233	417,022	472,633	519,972	477,606
TOTAL GENERAL GOVERNMENT	2,892,209	2,287,484	2,401,218	2,695,734	2,581,850

APPENDIX G (CONTINUED)

EXPENDITURES BY CATEGORY

CATEGORY	FY 2018 ACTUAL	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 BUDGET	FY 2022 PROPOSED
PUBLIC SAFETY					
<u>Police Administration</u>					
Personnel	703,118	943,928	1,064,786	1,053,392	1,065,894
Operations	779,914	595,428	642,246	570,060	563,037
Capital	-	45,150	43,980	1,500	-
Sub-Total	1,483,032	1,584,506	1,751,012	1,624,952	1,628,931
<u>Police Special Operation</u>					
Personnel	104,305	112,746	119,468	129,195	133,302
Operations	157,764	178,449	229,761	144,750	144,750
Capital	66,268	-	184,388	-	-
Sub-Total	328,337	291,195	533,617	273,945	278,052
<u>Police Patrol Service</u>					
Personnel	\$1,453,426	\$1,352,462	\$1,485,581	\$1,662,400	\$1,684,978
Operations	28,296	26,705	25,492	33,500	13,500
Capital	1,030	23,945	599	12,500	2,500
Sub-Total	1,482,752	1,403,112	1,511,672	1,708,400	1,700,978
<u>Police Support Services</u>					
Personnel	212,390	202,131	205,235	281,543	249,223
Operations	3,148	571	478	5,000	5,000
Capital	-	-	-	-	-
Sub-Total	215,538	202,702	205,713	286,543	254,223
TOTAL PUBLIC SAFETY	3,509,659	3,481,514	4,002,014	3,893,840	3,862,184

APPENDIX G (CONTINUED)

EXPENDITURES BY CATEGORY

CATEGORY	FY 2018 ACTUAL	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 BUDGET	FY 2022 PROPOSED
PUBLIC WORKS					
<u>Administration</u>					
Personnel	683,485	690,091	732,886	801,148	769,679
Operations	403,464	316,710	282,942	496,560	482,600
Capital	17,922	70,659	-	-	-
Sub-Total	1,104,871	1,077,460	1,015,828	1,297,708	1,252,279
<u>Infrastructure Maintenance</u>					
Personnel	291,458	313,756	316,346	350,559	356,791
Operations	134,859	145,596	149,818	171,500	175,500
Capital	473,777	141,694	450,000	500,000	506,000
Sub-Total	900,093	601,047	916,164	1,022,059	1,038,291
<u>Sanitation</u>					
Personnel	658,888	719,464	687,189	801,732	797,229
Operations	460,625	465,697	554,838	498,348	630,543
Capital	19,150	-	-	-	-
Sub-Total	1,138,664	1,185,162	1,242,027	1,300,080	1,427,772
<u>Grounds Maintenance</u>					
Personnel	496,639	523,711	511,039	691,416	711,427
Operations	114,017	111,239	136,465	82,000	84,500
Capital	7,542	-	15,815	9,000	-
Sub-Total	618,198	634,950	663,319	782,416	795,927
TOTAL PUBLIC WORKS	3,761,826	3,498,618	3,837,338	4,402,263	4,514,269
OTHER					
<u>Other Expenditures</u>					
TOTAL MISCELLANEOUS	311,239	329,041	333,780	620,263	620,596
TOTAL EXPENDITURES	#####	\$9,596,657	\$10,574,350	\$11,612,100	\$11,578,899

APPENDIX H

CURRENT REAL PROPERTY TAX RATES OF MUNICIPALITIES IN PRINCE GEORGE'S COUNTY (FOR THE TAXABLE YEAR BEGINNING JULY 1, 2017) | COST PER \$100 OF ASSESSED VALUE

Municipal property taxes in Prince George's County range from \$0.24 to \$1.227 per \$100 of assessed valuation. The City of New Carrollton's tax rate is 20th out of twenty-seven County municipalities. The average rate \$0.60.

MUNICIPALITY	POPULATION	TAX RATE PER \$100	+ OVER/UNDER THE AVERAGE
NEW CARROLLTON	12,135	0.6652	\$0.097
Berwyn Heights*	3,123	0.5450	(\$0.023)
Bladensburg	9,148	0.7400	\$0.172
Bowie *	54,727	0.4000	(\$0.168)
Brentwood *	3,046	0.3943	(\$0.174)
Capitol Heights *	4,337	0.4200	(\$0.148)
Cheverly *	6,173	0.5100	(\$0.058)
College Park *	30,413	0.3250	(\$0.243)
Colmar Manor	1,404	0.9600	\$0.392
Cottage City*	1,305	0.5409	(\$0.027)
District Heights	5,837	0.7587	\$0.190
Eagle Harbor *	63	0.4727	(\$0.096)
Edmonston *	959	0.5489	(\$0.019)
Fairmont Heights *	1,494	0.4600	(\$0.108)
Forest Heights *	2,447	0.5269	(\$0.041)
Glenarden *	6,000	0.3579	(\$0.210)
Greenbelt	23,068	0.8275	\$0.259
Hyattsville*	14,733	0.6300	\$0.062
Landover Hills *	1,687	0.5200	(\$0.048)
Laurel	25,115	0.7100	\$0.142
Morningside	2,015	0.7800	\$0.212
Mt. Rainier	8,080	0.8100	\$0.242
New Carrollton	12,135	0.6652	\$0.097
North Brentwood *	517	0.4094	(\$0.159)
Riverdale*	6,956	0.6540	\$0.086
Seat Pleasant*	4,542	0.5800	\$0.012
University Park*	2,548	0.5598	(\$0.009)
Upper Marlboro *	631	0.2400	(\$0.328)
Mean Tax Rate		0.5684	\$0.000
Median Tax Rate		0.5450	

Population taken from U.S. Census, Year 2010. | Tax rate obtained from Prince George's County office of Finance.

*Tax rates equal to or lower than New Carrollton's

APPENDIX H

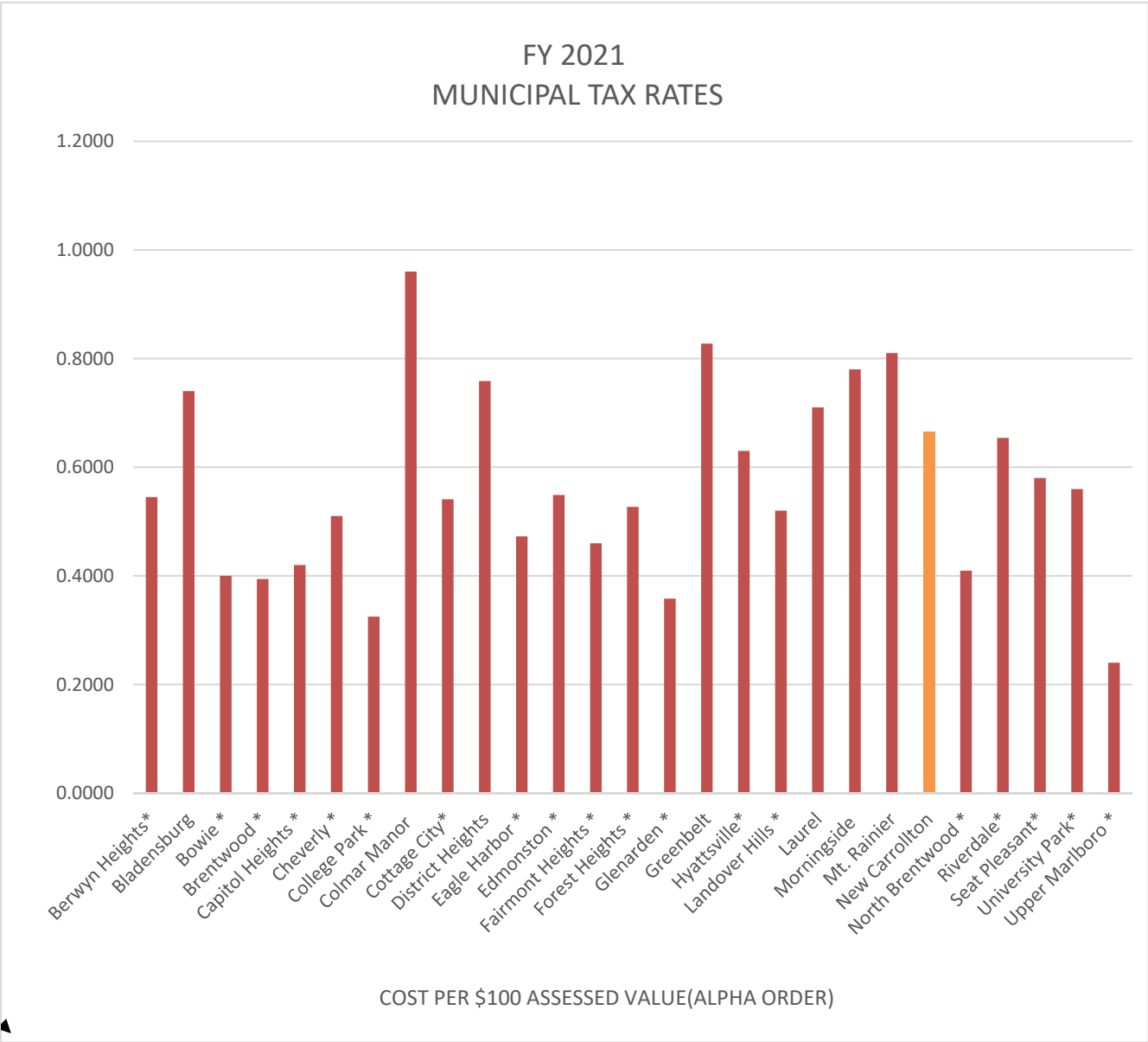
CURRENT REAL PROPERTY TAX RATES OF MUNICIPALITIES IN PRINCE GEORGE'S COUNTY (FOR THE TAXABLE YEAR ENDING JUNE 30, 2017) | COST PER \$100 OF ASSESSED VALUE

Municipal property taxes in Prince George's County range from \$0.24 to \$1.031 per \$100 of assessed valuation. The City of New Carrollton's tax rate is 20th out of twenty-seven County municipalities. The average rate \$0.61.

COST PER \$100 OF ASSESSED VALUE (NUMERICAL ORDER)			
MUNICIPALITY	POPULATION	PER \$100 TAX RATE	+OVER/UNDER THE AVERAGE
NEW CARROLLTON	12,135	0.6652	\$0.090
Upper Marlboro *	631	\$0.240	(\$0.335)
College Park *	6,000	\$0.325	(\$0.250)
Glenarden *	30,413	\$0.358	(\$0.217)
Capitol Heights *	54,727	\$0.392	(\$0.183)
Bowie *	3,046	\$0.400	(\$0.175)
Brentwood *	517	\$0.415	(\$0.160)
North Brentwood *	4,337	\$0.440	(\$0.135)
Fairmont Heights *	1,494	\$0.460	(\$0.115)
Eagle Harbor *	63	\$0.473	(\$0.102)
Cheverly *	1,687	\$0.510	(\$0.065)
Landover Hills *	3,123	\$0.520	(\$0.055)
Berwyn Heights*	6,173	\$0.545	(\$0.030)
Forest Heights *	2,548	\$0.547	(\$0.028)
Cottage City *	4,542	\$0.570	(\$0.005)
Edmonston *	2,447	\$0.575	(\$0.000)
Seat Pleasant*	14,733	\$0.580	\$0.005
University Park*	959	\$0.583	\$0.008
Hyattsville*	1,305	\$0.630	\$0.055
Riverdale Park*	6,956	\$0.654	\$0.079
New Carrollton	12,135	\$0.665	\$0.090
Laurel	25,115	\$0.710	\$0.135
Bladensburg	9,148	\$0.740	\$0.165
Morningside	2,015	\$0.780	\$0.205
District Heights	23,068	\$0.800	\$0.225
Mt. Rainier	5,837	\$0.810	\$0.235
Greenbelt	8,080	\$0.828	\$0.252
Colmar Manor	1,404	\$0.978	\$0.403
Mean Tax Rate		0.5751	(\$0.000)
Median Tax Rate		0.5702	

Population taken from U.S. Census, Year 2010. | Tax rate obtained from Prince George's County office of Finance.

*Tax rates equal to or lower than new Carrollton's





Col. David G. Rice
Chief of Police

New Carrollton City Police Department
6016 Princess Garden Parkway
New Carrollton, Maryland 20784
Phone 301-459-0142 • Fax 301-459-0169

MEMORANDUM

To: Mayor Rosenberg
From: Chief David Rice
CC: Major William Everts
Tim George, City Administrative Officer
Subject: Commercial Special Taxing District Budget Input
Date: May 14, 2020

As we have discussed, it is important that the City clearly define the tangible “enhancements” that come with the commercial Special Taxing District. In order to provide a more accurate, and more defensible, calculation of cost, the recommendation is to move away from the current budget calculations and focus directly on the officers and supervisors and their daily/weekly activities within the commercial district.

After meeting with Major Everts, my command staff and patrol division on the issue, the following enhanced services were put in place, and currently being performed, when the commercial Special Taxing District was implemented. These services go above and beyond regular patrol activities and are intended to provide greater support and service to our commercial entities. Enhanced services include:

- Premise checks
- “Close up” watch
- Crime prevention visits/guidance
- Coffee with a Cop

The table below presents a breakdown of these services by average hours for the 16 patrol officers. The additional hours of command staff, CID and admin to support these enhanced services are included in the methodology through the calculation off of the total NCPD budget. Note that the enhanced services hours presented do not include standard patrol or normal police operations.

Enhanced Services	Avg Monthly (hours)	Annualized
Premise checks	130.0	1,560
"Closing up" Visibility	20.0	240
Coffee with a Cop	2.0	24
Crime Prevention Checks	2.5	30
Other	4.0	48
Total	158.5	1,902

Based on the total annual man hours for 16 patrol officers of 33,280, (16 * 2080), this represents 5.72% percent of the patrol officer's time. Because the patrol department does not act in a vacuum and receives support from all departments and operations within the New Carrollton Police department, the ratio of costs has been applied to the full NCPD budget to calculate the share of the budget dedicated to providing enhanced services to the Special Taxing District.

The enhanced hours have also shifted a bit due to the NCPD's response to the COVID-19 pandemic

Applying the 5.72% share of services to the total FY21 proposed NCPD budget of \$3,870,322 yields a Special Taxing District budget share of \$221,194. This represents a modest increase from the costs detailed in the FY20 budget.

CITY OF NEW CARROLLTON, MARYLAND | FY 2022 BUDGET

CAPITAL OUTLAY

ACCOUNT NUMBER	DESCRIPTION	FY 2018 ACTUAL	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 BUDGET	FY 2022 PROPOSED
GENERAL GOVERNMENT						
<u>Mayor and Council</u>						
01-1110-57011	Municipal Center Building Upgrade	\$981,503	\$177,790	\$92,362		
Sub -Total		981,503	177,790	92,362	0	0
<u>G.G. Administration</u>						
01-1510-58050	Furniture & Fixtures	355	294		2,500	2,500
01-1510-58100	Office Equipment & Computers				500	500
01-1510-58102	Building Maintenance Equipment			698	2,000	2,000
01-1510-58120	Website	12,728				-
01-1510-58250	Cable TV Equipment			32,490	56,000	56,000
01-1530-58340	Compensation Study		8,760			
Sub -Total		13,083	9,054	33,188	61,000	61,000
<u>Economic Development</u>						
Sub -Total		0	0	0	0	0
<u>Finance & Accounting</u>						
01-2010-58050	Furniture & Fixtures	\$48				
Sub -Total		48	0	0	0	0
<u>Code Enforcement</u>						
01-2510-57100	Vehicle		\$27,239	\$29,570		
01-2510-58110	Code Enforcement Software					
Sub -Total		\$0	\$27,239	\$29,570	\$0	\$0
TOTAL GENERAL GOVERNMENT		\$994,634	\$214,082	\$155,120	\$61,000	\$61,000

ACCOUNT NUMBER	DESCRIPTION	FY 2018 ACTUAL	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 BUDGET	FY 2022 PROPOSED
GENERAL GOVERNMENT						
<u>Mayor and Council</u>						
01-1110-57011	Municipal Center Building Upgrade	\$981,503	\$177,790	\$92,362		
Sub -Total		981,503	177,790	92,362	0	0
<u>G.G. Administration</u>						
01-1510-58050	Furniture & Fixtures	355	294		2,500	2,500

01-1510-58100	Office Equipment & Computers			500	500
01-1510-58102	Building Maintenance Equipment		698	2,000	2,000
01-1510-58120	Website	12,728			-
01-1510-58250	Cable TV Equipment		32,490	56,000	56,000
01-1530-58340	Compensation Study		8,760		
Sub -Total		13,083	9,054	33,188	61,000
<u>Economic Development</u>					
Sub -Total		0	0	0	0
<u>Finance & Accounting</u>					
01-2010-58050	Furniture & Fixtures	\$48			
Sub -Total		48	0	0	0
<u>Code Enforcement</u>					
01-2510-57100	Vehicle		\$27,239	\$29,570	
01-2510-58110	Code Enforcement Software				
Sub -Total		\$0	\$27,239	\$29,570	\$0
TOTAL GENERAL GOVERNMENT		\$994,634	\$214,082	\$155,120	\$61,000

ACCOUNT NUMBER	DESCRIPTION	FY 2018 ACTUAL	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 BUDGET	FY 2022 PROPOSED
<u>PUBLIC SAFETY</u>						
<u>Police Administration</u>						
01-3010-58000	Furniture & Fixtures			\$473	1,500	1,500
01-3010-58100	Computers			32,188		
01-3010-58120	Body Camera	45,150	11,319			
Sub -Total						
		\$0	\$45,150	\$43,980	\$1,500	\$1,500

<u>Police Speed Camera</u>						
	01-3030-57100	Vehicles	\$58,467		\$119,961	
	01-3030-57360	Vehicle Equipment	7,802		64,427	
	01-3030-57390	Phasers				
Sub -Total			\$66,269	\$0	\$184,388	\$0
<u>Police Patrol</u>						
	01-3040-57360	Vehicle Equipment	\$1,030			
	01-3040-58100	Computers & In Car Computers		5,995	10,000	10,000
	01-3040-58110	Police Body Cameras & Scanners			599	2,500
	01-3040-58150	Police Radars & Radios		17,950		
					17,950	
Sub -Total			\$1,030	\$23,945	\$18,549	\$12,500
<u>PARKING & ANIMAL CONTROL ENFORCEMENT</u>						
Sub -Total			\$0	\$0	\$0	\$0
<u>Code Enforcement</u>						
Sub -Total			\$0	\$0	\$0	\$0
TOTAL PUBLIC SAFETY			\$67,299	\$69,095	\$246,917	\$14,000

ACCOUNT NUMBER	DESCRIPTION	FY 2018 ACTUAL	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 BUDGET	FY 2022 PROPOSED
<u>PUBLIC WORKS</u>						
<u>Public Works Administration</u>						
01-3510-57011	Building Improvements	\$17,922	\$15,459			
01-3510-57100	Vehicles		35,810			
01-3510-57441	Fuel Pump & System		19,390			
01-3510-58110	Software	70				
Sub -Total		\$17,992	\$70,659	\$0	\$0	\$0
<u>Public Works Infrastructure Maintenance</u>						
01-3610-57120	Vehicle-Street Sweeper	\$49,038				
01-3610-57450	Salt Spreader					6,000
01-3610-58500	Street Repairs	324,089		350,000	350,000	350,000
01-3610-58520	Sidewalk Repairs	100,650	141,694	100,000	150,000	150,000
Sub -Total		\$473,777	\$141,694	\$450,000	\$500,000	\$506,000
<u>Sanitation</u>						
01-3710-57150	Vehicle-Pickup Truck	19,150				
Sub -Total		\$19,150	\$0	\$0	\$0	\$0
<u>Public Works Ground Maintenance</u>						
01-3810-57380	Mowers	\$7,542		\$7,359	\$9,000	
01-3810-58397	Frenchman's Creek			8,456		
Sub -Total		\$7,542	\$0	\$15,815	\$9,000	\$0
TOTAL PUBLIC WORKS		\$518,461	\$212,353	\$465,815	\$509,000	\$506,000
TOTAL CAPTIAL OUTLAY		\$1,580,394	\$495,530	\$867,853	\$584,000	\$581,000

ACCOUNT NUMBER	DESCRIPTION	FY 2018 ACTUAL	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 BUDGET	FY 2022 PROPOSED
<u>PUBLIC WORKS</u>						
<u>Public Works Administration</u>						
01-3510-57011	Building Improvements	\$17,922	\$15,459			
01-3510-57100	Vehicles		35,810			
01-3510-57441	Fuel Pump & System		19,390			
01-3510-58110	Software	70				
Sub -Total		\$17,992	\$70,659	\$0	\$0	\$0
<u>Public Works Infrastructure Maintenance</u>						
01-3610-57120	Vehicle-Street Sweeper	\$49,038				
01-3610-57450	Salt Spreader					6,000
01-3610-58500	Street Repairs	324,089		350,000	350,000	350,000
01-3610-58520	Sidewalk Repairs	100,650	141,694	100,000	150,000	150,000
Sub -Total		\$473,777	\$141,694	\$450,000	\$500,000	\$506,000
<u>Sanitation</u>						

01-3710-57150	Vehicle-Pickup Truck	19,150				
Sub -Total		\$19,150	\$0	\$0	\$0	\$0
<u>Public Works Ground Maintenance</u>						
01-3810-57380	Mowers	\$7,542		\$7,359	\$9,000	
01-3810-58397	Frenchman's Creek			8,456		
Sub - Total		\$7,542	\$0	\$15,815	\$9,000	\$0
TOTAL PUBLIC WORKS		\$518,461	\$212,353	\$465,815	\$509,000	\$506,000
TOTAL CAPTIAL OUTLAY		\$1,580,394	\$495,530	\$867,853	\$584,000	\$581,000

ORDINANCE:
TO ADOPT
THE BUDGET

To make this document legal and binding, it must be voted on and approved by the City Council in ordinance form. The ordinance by which this is accomplished is contained herein.

SCHEDULE OF FEES FY 2023

(Effective July 2022)

City Code, §57-1 “Adoption of fees by resolution” requires that all fees authorized in the City Code be established by the City Council in a Schedule of Fees adopted by resolution at the time of the Annual Budget Ordinance. This Schedule of Fees was adopted by the City Council by Resolution No. 22-02 on the 18th day of May 18, 2022.

City Code Section that Authorizes Fee	Reason Fee is Assessed	Fee Assessed
Chap. 1 General Provisions §1-8	Copy of the City Code	\$75.00
Chap. 12 Ethics §12-4.M(1)	Failure to timely file a financial disclosure statement	\$2 per day late fee up to a \$250 maximum
§12-4.M(2)	Failure to file a timely lobbyist registration or report	\$ 10 per day late fee up to a \$250 maximum
§12-6.E(2)	Copy of a financial disclosure statement filed with the City	\$50
§12-8.0	Copy of lobbying registration /report filed with the City	\$1.00 per page
Chapter 35 Animal Control. Art. III Impoundment of Animals §35-19 Impoundment Authorized	Fees associated with impoundment of animals	Applicable Prince George’s County Fees
Chap. 41 Building Construction §41-1	Building Permit Fees	\$100: Construction under \$25,000.00; \$150: Construction over \$25,000
§41-2	Demolition Permit Fee	\$100
§41-7	Variance Application Fee	\$150
Chap. 45 Cable TV §45-5	Cable TV Franchise Filing Fee - application for initial franchise, issuance of RFP, renewal of franchise, modification of franchise, & approval of transfer	\$5,000 + reimbursement at cost for reasonable out-of-pocket expenses, including consultants’ fees

§45-11	Cable Franchise Fee	5% of Gross Revenues
	Late Payment Fee	Add'l compensation & interest charges computed from due date at an annual rate = the commercial prime interest rate of the City's primary depository bank
§45-16	Open Video Systems	Fee in lieu of the Franchise - Fee required in §45-1 l.B
Chap. 50 Elections		
§50-6	Late Filing Fee - For each Campaign Finance Report or Statement of Contributions and Disbursement Report not filed w/in the time prescribed.	\$10/day or part of a day that a report is overdue.
Chap. 57 Fees		
§57-2	Dishonored/returned check fee	\$30
Chap. 63 Recycling & Refuse		
§63-4	Collection of Special Bulky Items	\$0
	Mattress Disposal Bags	Cost
§63-4.1	Removal of Property Eviction Set-outs	\$500
§63-8	Property Clean-Up	City's actual cost in cleaning the property (cost of contractor hired to perform service and/or hourly rate of employee(s) required to perform service times the number of hours required to perform the clean-up)
Chap. 66 Health & Sanitation		
§66-3	Release of impounded shopping cart (Subsection Q)	\$25
		\$40

§66-3	Permit Fee for Portable Storage Units (Subsection T)	\$40
	Request for Extension of Permit	\$40
	Request for Extension of Permit referred to Mayor	\$40
Chap. 71 Housing & Property Maintenance		
§71-9.B	Filing Fee for Appeal to Board of Appeals	\$50
Chap. 72 Signs & Advertising Devices		
§72-4.C	Sign Permit Application Fee	\$25
Chap. 75 Licenses		
§75-2, §75-6	Business Licenses and Permits - Annually	\$110
	Mobile Vendor Licenses	\$150
§75-6	Late Fee	\$30 per 30 days or any part thereof
§75-10	Special Events License	\$110 However, no fee shall be charged where the event is operated, hosted or given for the benefit of any religious, educational, charitable or nonprofit social or fraternal organization.
and §84-3 Chap. 84 Parks	Use of Municipal Center - license	\$75/hour
	Use of City owned Fields League Play Pick-up Play	\$ 100/field/day/season \$50 for up to three hours
§75-14	Temporary License	\$75

Chap. 89 Rental Property - Licensing and Inspection		
§89-5.A	Rental License and Inspection Fee (Initial Licenses and Renewals)	\$200/yr for single family dwelling
§89-5.C	Late fee	\$150/yr for multi-family/condominiums \$5 per day and any portion of a day that the filing is late
§89-7.C	Missed Inspection, Re-inspection Appointment Fee	First missed inspection/re-inspection appointment: \$75 Second inspection/re- inspection appointment: \$125 Third and each successive missed appointment: \$200
Chap. 100 Streets, Sidewalks, Public Prop. & Rights-of-Way		
§100-4	Streets/Sidewalk/Gutter/Driveway entrance/Culver/Drain Permit Fee	\$110 if value of work is less than \$30,000; \$220 if over \$30,000 + actual cost of supervision and inspection if exceeds original amount of permit fee
§ 100-17.C.	Telecommunications Application Fee	\$500 for up to five small wireless facilities, with an additional \$100 for each small wireless facility over five, or \$1,000 for nonrecurring fees for a new pole, not a collocation intended to support one or more small wireless facilities
	Access fee	\$270 per small wireless facility per year
Chapter 105 Taxation		
§ 105-2	Taxes (real property and improvement) are in arrears on the 1st day of Oct. following the July in which they were imposed.	Shall bear interest at the rate of 1% for each month or fraction thereof that the bill remains unpaid.

Chapter 110 Vehicles and Traffic; Art. V Removal and Storage of Vehicles		
§110-40	Boot Fee	\$200
Chapter 130 Zoning		\$400 for residential application
§130-6	Filing Fee for Variance Application	\$800 for commercial application + \$10/public notice sign posted
§130-11	Filing Fee for Departure Application	\$400 for residential application \$1,000 for commercial application + \$30/public notice sign posted
MD. Code, General Provisions, §4-206; City Charter, §C-11	Copy of Police Report	\$15 for City Resident \$25 for Non-City Resident
MD Code, Local Government, §5-205; City Charter, §C-11	Administrative Flagging Fee (associated with parking tickets & speed camera tickets)	\$45
	Vehicle Release (of impounded vehicle)	\$100
MD Code, Local Government, §5-205; City Code, Chapter 63 Recycling and Refuse	Removal and disposal of recycling and trash. Recycling Single-family dwellings Trash Single-family dwellings Condominiums	\$19/year \$120/year \$60/year



Effective: July 1, 2022

**A RESOLUTION
ADOPTING A SCHEDULE OF FEES FOR FY 2023**

WHEREAS, City Code, Chapter 57 “Fees”, Section 57-1 “Adoption of fees by resolution,” requires that fees authorized in the City Code be established by the City Council in a Schedule of Fees adopted by resolution at the time of the Annual Budget Ordinance; and

WHEREAS, the City Council is in the process of considering an Annual Budget Ordinance for FY 2023 and desires to review its Schedule of Fees for FY 2023; and

WHEREAS, the Schedule of Fees for FY2023 is attached to this Resolution as Exhibit A; and

WHEREAS, as is required by City Code, Section 57-1, the City Council held a public hearing on the proposed Schedule of Fees on May 18, 2022 to receive public input prior to the adoption of the Schedule of Fees; and

WHEREAS, after adoption of this Resolution, a copy of the “Schedule of Fees” shall be posted in view of the public in the City’s Police Department, Finance and Accounting Department, Municipal Center Lobby, Code Enforcement, and Public Works Department.

NOW, THEREFORE, BE IT HEREBY RESOLVED, by the City Council of New Carrollton that the Schedule of Fees for FY2023 attached hereto as Exhibit A is hereby adopted.

ADOPTED AND ENACTED BY THE CITY COUNCIL OF THE CITY OF NEW CARROLLTON, MARYLAND THIS 15th DAY OF JUNE, 2022.

EFFECTIVE: July 1, 2022

ATTEST:

Robinson Brown,
City Clerk

Cynthia DB Mills, Chair
City Council

APPROVED:

Phelecia E. Nembhard
Mayor

DATE:_____