



CITY COUNCIL SPECIAL LEGISLATIVE MEETING

HYBRID MEETING

WEDNESDAY, JUNE 7, 2023, 7:00pm-9:00pm

Council Action

1. **Call to Order**
2. **Adoption of Agenda as presented**

OLD BUSINESS

3. **Adoption of the FY 2024 Budget – Ordinance 23-02
(Second Reading)**

Motion: I move that the Council of the City of New Carrollton adopt Ordinance 23-02, an Ordinance of the City Council of New Carrollton adopting an annual operating and capital budget for the City of New Carrollton for the fiscal year beginning July 1, 2023 and ending June 30,2024; Establishing the tax rate to be levied upon the taxable property within the City; Authorizing the collection of such taxes; Specifying a rate of interest to be charged upon overdue personal property taxes, liens and unpaid fees: Adopting annual budgets for the Commercial and/or Industrial Properties Special Public Safety Taxing District and the Multifamily Properties, Special Public Safety Taxing District; Establishing the Annual Tax Rate to be levied upon the Special Public Safety Taxing Districts; and all things generally relating to the adoption of an annual budget for the City of New Carrollton. **(Lai)**

4. **Resolution 23-03 FY2024 Schedule of Fees**

Motion: I move that the Council of the City of New Carrollton adopt Resolution 23-03, a resolution adopting a schedule of fees for FY2024. **(Rosenberg)**

5. **Contract with OpenGov - Code Enforcement Permit Licensing/Finance Dept. Budget Software**

Motion: I move that the Council of the City of New Carrollton approve the contract of OpenGov Asset Management for Code Enforcement Permit Licensing/Finance Dept. Budget Software. **(Lai)**

NEW BUSINESS

6. Re-Appointment of Board of Election Members:

Motion: I move that the City Council approve re-appointment of **Dr. Ronnie Fairley** to the City of New Carrollton's Board of Elections for a two-year term that will end on June 7, 2025, as stated in the City of New Carrollton Charter Section C-5 Board of Elections.

Motion: I move that the City Council approve re-appointment **Gwen Chase** to the City of New Carrollton's Board of Elections for a two-year term that will end on June 7, 2025, as stated in the City of New Carrollton Charter Section C-5 Board of Elections.

Motion: I move that the City Council approve re-appointment of **Leathy McLaughlin** to the City of New Carrollton's Board of Elections for a two-year term that will end on June 7, 2025, as stated in the City of New Carrollton Charter Section C-5 Board of Elections. **(Hussey)**

7. Motion to Adjourn

PLEASE NOTE: This meeting of the City of New Carrollton Council will be a virtual meeting. This means that you can attend by using the Zoom link below or by telephone (301) 715-8592. Closed captioning will be available on Zoom for all viewers, and we are in the process of finding modalities to broadcast meetings in Spanish.

<https://us06web.zoom.us/j/82193927024>

Meeting ID: 821 9392 7024

If you would like to submit comments in writing, please email Araceli Guzman-Benitez, City Clerk at aguzman@newcarrolltonmd.gov by 3:00 pm the day of the meeting. Comments are also welcome after any meeting.



Effective: July 1, 2023

AN ORDINANCE OF THE CITY COUNCIL OF NEW CARROLLTON ADOPTING AN ANNUAL OPERATING AND CAPITAL BUDGET FOR THE CITY OF NEW CARROLLTON FOR THE FISCAL YEAR BEGINNING JULY 1, 2023 AND ENDING JUNE 30, 2024; ESTABLISHING THE TAX RATE TO BE LEVIED UPON THE TAXABLE PROPERTY WITHIN THE CITY; AUTHORIZING THE COLLECTION OF SUCH TAXES; SPECIFYING A RATE OF INTEREST TO BE CHARGED UPON OVERDUE PERSONAL PROPERTY TAXES, LIENS AND UNPAID FEES; ADOPTING ANNUAL BUDGETS FOR THE COMMERCIAL AND/OR INDUSTRIAL PROPERTIES SPECIAL PUBLIC SAFETY TAXING DISTRICT AND THE MULTIFAMILY PROPERTIES SPECIAL PUBLIC SAFETY TAXING DISTRICT; ESTABLISHING THE ANNUAL TAX RATE TO BE LEVIED UPON THE SPECIAL PUBLIC SAFETY TAXING DISTRICTS; AND ALL THINGS GENERALLY RELATING TO THE ADOPTION OF AN ANNUAL BUDGET FOR THE CITY.

RECITALS:

WHEREAS, City Charter, § C-14 “Budget and finance” provides, in pertinent part, that the City shall operate on an annual budget, and that the Mayor shall submit an operating and a capital budget that provides a complete financial plan for the budget year and contains estimates of anticipated revenues and proposed expenditures for the coming year, with the total anticipated revenues equaling or exceeding the total of the proposed expenditures; and

WHEREAS, City Code, § 105-5, “Special Public Safety Taxing Districts Generally; Districts Created; Applicability,” requires that the City Council adopt annual budgets and establish the annual tax rates for the Commercial and/or Industrial Properties Special Public Safety Taxing District and the Multifamily Properties Special Public Safety Taxing District, as those Special Public Safety Taxing Districts are defined in City Code, §105-5; and

WHEREAS, as is required by City Code, § 6-1 “Presentation of budget; public record,” the Mayor submitted a budget for Fiscal Year 2024 to the City Council on or before April 1, 2023; and

WHEREAS, the budget submitted by the Mayor meets the requirements of City Code, § 6-1 “Presentation of budget; public record,” subsection B “Format and content,” which among other things, requires that the budget include a comparison between proposed items of both income and expenses, with estimates of those same items for the current fiscal year, and with actual figures for said items of income and expense for at least one (1) year prior to the current fiscal year; and

WHEREAS, as is required by City Charter, § C-14.C “Budget adoption” and City Code, § 6-2 “Public hearing on budget; notice,” before adopting the budget, the Council conducted at least one (1) public hearing thereon, after publishing notice of the public hearing in at least one (1) newspaper having general circulation within the City at least five (5) days prior to the date of the hearing; and



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Operating and Capital Budget for the
City of New Carrollton, Maryland
Fiscal Year 2024

WHEREAS, the City Council of New Carrollton agrees upon the budget reflected herein for Fiscal Year 2023; and

WHEREAS, the City Council agrees upon the annual Special Public Safety Taxing Districts annual budgets attached hereto for Fiscal Year 2024 for the Special Public Safety Taxing Districts set forth in City Code, § 105-5, which budgets include the costs of financing the capital and operating costs to enhance police services for the Public Safety Special Taxing Districts, including the costs of operating and maintaining Public Safety Special Taxing District facilities, the cost of administrative, professional or support services provided by the City, and any other item of cost which may reasonably be attributed to the Public Safety Special Taxing Districts, all of which costs the City Council has determined will specially benefit the Commercial Special Public Safety Taxing District and confer value to that Commercial Special Public Safety Taxing District from enhanced police services; and

WHEREAS, it is the determination of the City Council that this ordinance should be enacted to budget and appropriate funds for the several objects and purposes for which the City of New Carrollton must provide in the fiscal year beginning July 1, 2023, and ending June 30, 2024 ("Fiscal Year 2024").

Section 1. **NOW, THEREFORE, BE IT ENACTED AND ORDAINED** by the City Council of New Carrollton, with at least a majority of the total Council concurring, that from and out of the monies and balances known to be in the General Fund of the City of New Carrollton, Maryland, and from all monies anticipated to come into all funds during the twelve (12) month period ending June 30, 2024, there shall be, and hereby are, appropriated the following sums for use by the several departments and offices of the City, and for the objects and purposes for which the City must provide during Fiscal Year 2024:



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REVENUES AND RESOURCES	\$
TAX REVENUES:	
Real Property	6,577,252
Personal Property & Utilities	836,000
Interest & Penalties	30,000
Business Taxes	1,000
State Shared Taxes-Highway User Revenue	405,899
State Shared Taxes - Income Taxes	1,250,000
County Shared Taxes	93,487
TAX REVENUES	9,193,638
OTHER REVENUES	
Licenses and Permits	195,152
Grants	365,000
Revenues from Other Agencies-Cable TV	100,000
Service Fees & Charges	682,500
Fines & Forfeitures	2,202,500
Other Revenues	328,868
OTHER REVENUES	3,874,020
OPERATING REVENUES	13,067,658
Contingency Reserve Carryover	130,000
Appropriated Fund Balances	476,177
Operating Reserve	150,000
RESERVES AND APPROPRIATIONS	756,177
TOTAL REVENUE AND RESOURCES	13,823,835
EXPENDITURES AND RESERVES	
General Government	3,542,397
Public Safety	4,763,008
Public Works	4,816,430
PROGRAM EXPENDITURES	13,121,835
Debt Service (Principal & Interest)	347,000
Contingency Reserve Carryover	130,000
Operating Reserve	150,000
Other Use of Appropriations	75,000
TOTAL USE OF DEBT AND APPROPRIATIONS	702,000
TOTAL EXPENDITURES AND RESERVES	13,823,835
SURPLUS (DEFICIT)	-



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Section 2. **BE IT FURTHER ENACTED AND ORDAINED**, that from and out of the monies and balances known to be in the General Fund of the City of New Carrollton, Maryland, and from all monies anticipated to come into said fund during the twelve month period ending June 30, 2024, there shall be and hereby are appropriated to the several line item accounts the sums listed as proposed expenditures in the Fiscal Year 2024 budget document, entitled "Fiscal Year 2024 Budget," which document is attached to this Ordinance as Exhibit A and is incorporated by reference as if fully set out herein.

Section 3. **BE IT FURTHER ENACTED AND ORDAINED**, that in no case shall actual expenditures exceed the amount appropriated to a line item account. In the event that a line item account is projected to exceed the budgeted amount, the City Council shall pass an ordinance to amend the budget; allocating an amount sufficient to cover the rest of the fiscal year's expenses, with an increase in revenues equal to the increase in expenditures. Said ordinance shall pass with at least two-thirds (2/3) of the Council voting in favor of the ordinance to amend the budget.

Section 4. **BE IT FURTHER ENACTED AND ORDAINED**, that estimated property and non-property tax revenues, and reserves, and the revenue requirement from all taxes provided for herein for the twelve-month period ending June 30, 2024, shall be and hereby are established as set forth in the Fiscal Year 2024 budget document, which is attached to and is specifically made a part of this Ordinance as if fully set out herein.

Section 5. **BE IT FURTHER ENACTED AND ORDAINED**, that a tax of \$0.5933 per \$100.00 of full value assessments shall be levied upon all taxable real properties within the City, to provide a portion of the balance of the revenues required during Fiscal Year 2024 to meet the total amount of appropriated expenditures as established by this Ordinance.

Section 6. **BE IT FURTHER ENACTED AND ORDAINED**, that a tax of \$1.60 per \$100.00 of full value assessments shall be levied upon all franchises, upon all taxable operating and personal property of public utilities and railroads within the City, and upon all tangible personal property within the corporate limits of the City or business personal property which may have a situs in the City by reason of the residence of the owner therein and which is subject to taxation for municipal purposes which shall include shares of domestic corporations, stocks in business of manufacturing or commercial business, inventory, manufacturing property and automobile inventory. The assessed valuation for the tangible personal property, including inventory, referenced herein, shall be as determined by the Maryland State Department of Assessments & Taxation in its normal course of assessments. Taxes levied herein shall provide a portion of the balance of the revenues required during Fiscal Year 2024 to meet the total amount of appropriated expenditures as established by Section 2 of this ordinance.



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Section 7. **BE IT FURTHER ENACTED AND ORDAINED**, that a Special Public Safety ad-valorem tax of \$0.15 per \$100.00 of assessed value of real property and \$0.15 per \$100.00 of assessed value of tangible personal property shall be levied upon the properties located within the Commercial and/or Industrial Properties Special Public Safety Taxing District, and a Special Public Safety Taxing District ad-valorem tax of \$0.00 per \$100.00 of assessed value of real property and \$0.00 per \$100.00 of assessed value of tangible personal property shall be levied upon the properties located within the Multifamily Properties Special Public Safety Taxing District, as those Districts are defined in City Code, § 105-5.B, for the special benefit to each such Public Safety Special Taxing District from enhanced police services.

Section 8. **BE IT FURTHER ENACTED AND ORDAINED**, that City Code, § 105-5(C) “Budget and appropriation”, requires that the City Council “adopt annual budgets for the [special taxing] districts which shall include the costs of financing the capital and operating costs to enhance police, fire protection, and rescue services; and shall include paying the principal and interest on obligations incurred for the district as they become due, the costs of operating and maintaining district facilities, the cost of administrative, professional or support services provided by the City, and any other item of cost which may reasonably be attributed to the district.” Said Special Taxing Districts’ Budgets are attached hereto in Exhibit B and are incorporated herein by this reference, and are hereby adopted concurrently as part of this Ordinance and the City’s budget.

Section 9. **BE IT FURTHER ENACTED AND ORDAINED**, that a Schedule of Fees set by the City Council, for which the City sets service fees and other charges, shall be adopted by resolution of the Council concurrently with this Budget Ordinance.

Section 10. **BE IT FURTHER ENACTED AND ORDAINED**, that any transfer of funds between appropriations or other changes to the budget shall be done by amendment to this Ordinance in public session of the City Council of the City of New Carrollton and shall require a super-majority vote of the full Council for passage.

Section 11. **BE IT FURTHER ENACTED AND ORDAINED**, that all excess of revenues over expenses discovered from the result of the annual audit of the FY 2024 financial statements, if any, will be used to increase the City’s Undesignated Fund Balance, or will be designated for use by the City Council.

Section 12. **BE IT FURTHER ENACTED AND ORDAINED**, that the Mayor/Administration shall consult with the City Council regarding applications for County, State, and Federal grants, applied for during Fiscal Year 2024, and the Mayor shall review all grant programs, specified herein, with the City Council.

Section 13. **BE IT FURTHER ENACTED AND ORDAINED**, that when determined by the Mayor that funds appropriated by the City Council cannot be expended during the fiscal year ending June 30, 2024, because of unusual conditions or circumstances, the Mayor shall notify the City Council of the reasons giving



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rise to this determination. After this disclosure to the City Council, the Council at its discretion may issue policy guidance, which shall be binding on the Mayor.

Section 14. **BE IT FURTHER ENACTED AND ORDAINED**, that if any section, part of a section or a provisions of this Ordinance shall be adjudicated to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity of this Ordinance as a whole or any other section or provision or part hereof.

INTRODUCED BY THE CITY COUNCIL OF NEW CARROLLTON ON MAY 3, 2023.

ADOPTED AND ENACTED BY THE CITY COUNCIL OF NEW CARROLLTON ON JUNE 7, 2023.

EFFECTIVE: July 1, 2023

Attest:

City of New Carrollton

Araceli Guzman-Benitez
City Clerk

Briana Urbina, Chair
City Council

Date: _____

Approved for legal sufficiency:

Approved:

BY: _____
Gabriel J. Christian, Esq.
City Attorney

Katrina R. Dodro, Mayor

Date: _____



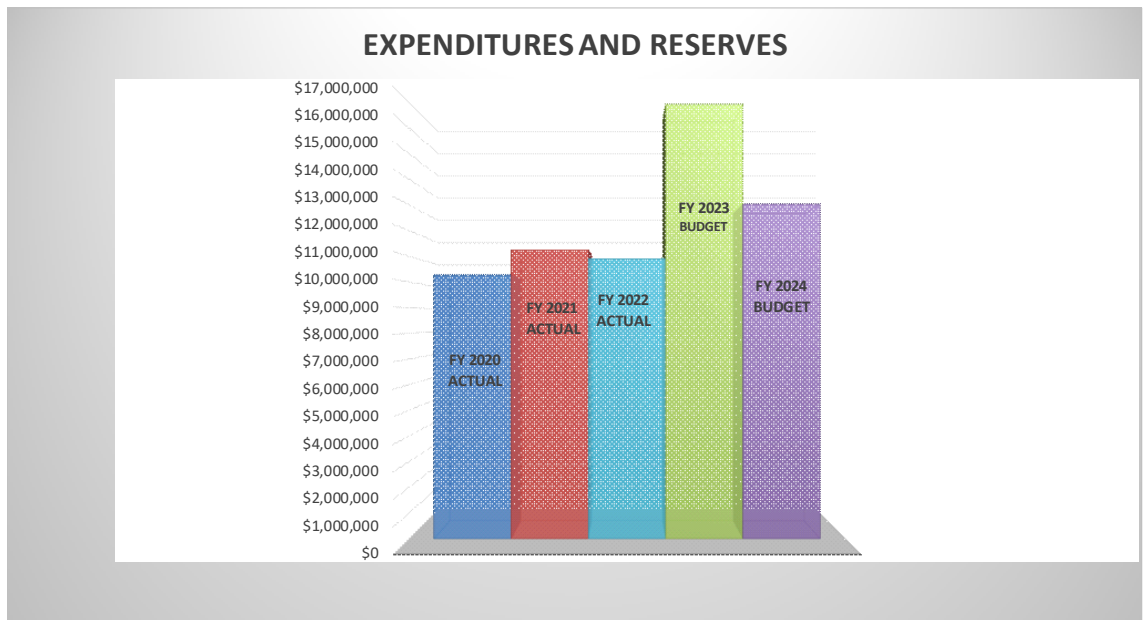
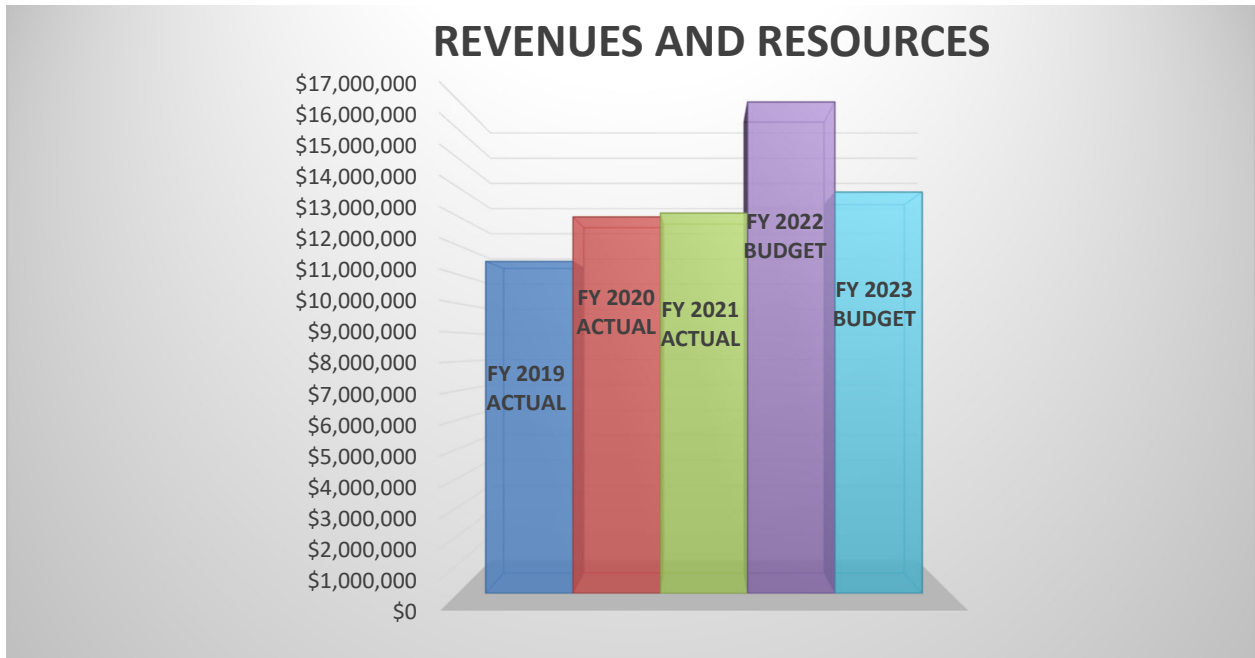
OPERATING BUDGET SUMMARY

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.



CITY OF NEW CARROLLTON, MARYLAND | FY 2024 BUDGET

Comparative Operating Budget Summary—General Fund



CITY OF NEW CARROLLTON, MARYLAND | FY 2024 BUDGET

Comparative Operating Budget Summary—General Fund

DESCRIPTION	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	BUDGET
	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROPOSED	FY 2023-2024 PCT CHG
<u>REVENUES AND RESOURCES</u>						
Real Property	\$5,843,755	\$6,265,845	\$6,249,081	\$6,294,258	\$6,577,252	4%
Personal Property & Utilities	587,272	835,213	825,228	836,000	836,000	0%
Interest & Penalties	34,786	36,870	18,371	35,000	30,000	-14%
Business Taxes	2,097	115	1,305	1,000	1,000	0%
State Shared Taxes-Highway User Revenue	345,900	380,689	411,264	405,899	405,899	0%
State Shared Taxes - Income Taxes	1,209,657	1,271,203	1,361,858	1,250,000	1,250,000	0%
County Shared Taxes	111,180	69,247	97,735	73,487	93,487	27%
TAX REVENUES	8,134,647	8,859,182	8,964,842	8,895,644	9,193,638	3%
Licenses and Permits	203,399	182,835	190,593	206,552	195,152	-6%
Grants	205,590	961,860	599,852	4,289,261	365,000	-91%
Revenues from Other Agencies-Cable TV	104,135	86,628	93,409	100,000	100,000	0%
Service Fees & Charges	682,158	665,862	675,380	681,500	682,500	0%
Fines & Forfeitures	1,416,682	1,733,089	2,498,898	1,812,500	2,202,500	22%
Other Revenues	600,459	391,116	76,270	393,868	328,868	-17%
OTHER REVENUES	3,212,422	4,021,390	4,134,402	7,483,681	3,874,020	-48%
OPERATING REVENUES	11,347,069	12,880,572	13,099,244	16,379,325	13,067,658	-20%
Contingency Reserve Carryover				130,000	130,000	0%
Appropriated Fund Balances	96,271	87,668	0	254,569	476,177	87%
Operating Reserve				150,000	150,000	0%
RESERVES AND APPROPRIATIONS	96,271	87,668	0	534,569	756,177	41%
TOTAL REVENUE AND RESOURCES	\$11,443,340	\$12,968,238	\$13,099,244	\$16,913,894	\$13,823,835	-18%

CITY OF NEW CARROLLTON, MARYLAND | FY 2024 BUDGET

Comparative Operating Budget Summary—General Fund

DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2024 PROPOSED	BUDGET
						FY 2023-2024 PCT CHG
<u>EXPENDITURES AND RESERVES</u>						
General Government	\$1,533,059	\$1,032,688	\$1,624,899	\$1,921,803	\$2,397,385	25%
Public Safety	2,875,070	3,314,902	2,904,026	3,535,437	3,520,258	0%
Public Works	2,247,460	2,084,863	2,226,041	2,689,312	2,912,430	8%
PERSONNEL COSTS	6,655,589	6,432,453	6,754,966	8,146,552	8,830,073	8%
General Government	713,039	1,356,790	969,205	5,052,213	957,512	-81%
Public Safety	897,978	1,074,252	1,304,558	942,760	1,230,250	30%
Public Works	1,123,798	1,194,664	1,070,324	1,543,000	1,344,000	-13%
OPERATIONS COSTS	2,734,815	3,625,706	3,344,087	7,537,973	3,531,762	-53%
General Government	155,119	125,083	100,768	400,569	187,500	-53%
Public Safety	228,967	135,000	2,288	3,500	12,500	257%
Public Works	157,509	595,346	366,318	300,000	560,000	87%
CAPITAL COSTS	541,595	855,429	469,374	704,069	760,000	8%
TOTAL EXPENDITURES	9,931,999	10,913,588	10,568,427	16,388,594	13,121,835	-20%
Debt Service (Principal & Interest)	328,781	334,612	335,560	240,300	347,000	44%
TOTAL DEBT SERVICE	328,781	334,612	335,560	240,300	347,000	44%
Contingency Reserve Carryover				130,000	150,000	15%
Operating Reserve				150,000	200,000	33%
Other Use of Appropriations	5,000	9,000	3,750	5,000	5,000	0%
TOTAL USE OF APPROPRIATIONS	5,000	9,000	3,750	285,000	355,000	25%
TOTAL EXPENDITURES AND RESERVES	10,265,781	11,257,204	10,907,737	16,913,894	13,823,836	-18%
Surplus (Deficit)	\$1,177,559	\$1,711,034	\$2,191,507	\$0	\$0	
Fund Balance, Beginning of Year	13,402,973	14,580,532	16,291,566	18,483,073	18,483,073	

CITY OF NEW CARROLLTON, MARYLAND | FY 2024 BUDGET

Fund Balance Summary—Restricted & Assigned

	DESCRIPTION	AS OF 06/30/2021	AS OF 06/30/2022
RESTRICTED FUND BALANCE:			
	Weinbach Scholarship	28,171	24,459
	Public Safety-Speed Camera	413,077	736,349
	Cable TV Equipment Grant	801,796	861,312
COMMITTED FUND BALANCE:			
	Operating Reserve	250,000	250,000
	Reserve-Real Property	468,500	468,500
ASSIGNED FUND BALANCE:			
	Designated for Street Work	634,973	632,948
	Designated for Sidewalk Work	158,306	220,413
	Designated for Bridge Work	115,397	115,397
	Designated for Capital Projects	837,035	712,274
	Designated for Compensated Absences	352,432	225,815
	Designated for Vehicles	35,786	35,786
	Designated for Health & Wellness	969,213	963,317
	Designated for Global Signal Proceeds	477,435	477,435
	Designated Contingency Reserve Carryover	130,000	130,000
	Designated for NARD Incentive Fund	474,500	474,500
	Change in Net Assets	1,525,102	2,191,507
UNASSIGNED FUND BALANCE			
	Undesignated, Unappropriated Fund Balance	8,619,843	9,963,061
	TOTAL FUND BALANCE	\$16,291,566	\$18,483,073

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 2024 Budget

Real Estate	47.6%
Personal Property	6.0%
Interest & Penalties	0.2%
Business Taxes	0.0%
State Highway User Revenues	2.9%
State Income Taxes	9.0%
County Shared Taxes	0.7%
TOTAL TAXES	66.5%
Licenses & Permits	1.4%
Grants	2.6%
Revenues from Other Agencies - Cable TV	0.7%
Service Fees and Charges	4.9%
Fines & Forfeitures	15.9%
Other Revenues	2.4%
TOTAL OTHER REVENUES	28.0%
RESERVES AND APPROPRIATIONS	5.5%

Where Do Funds Go—FY 2024024 Budget:

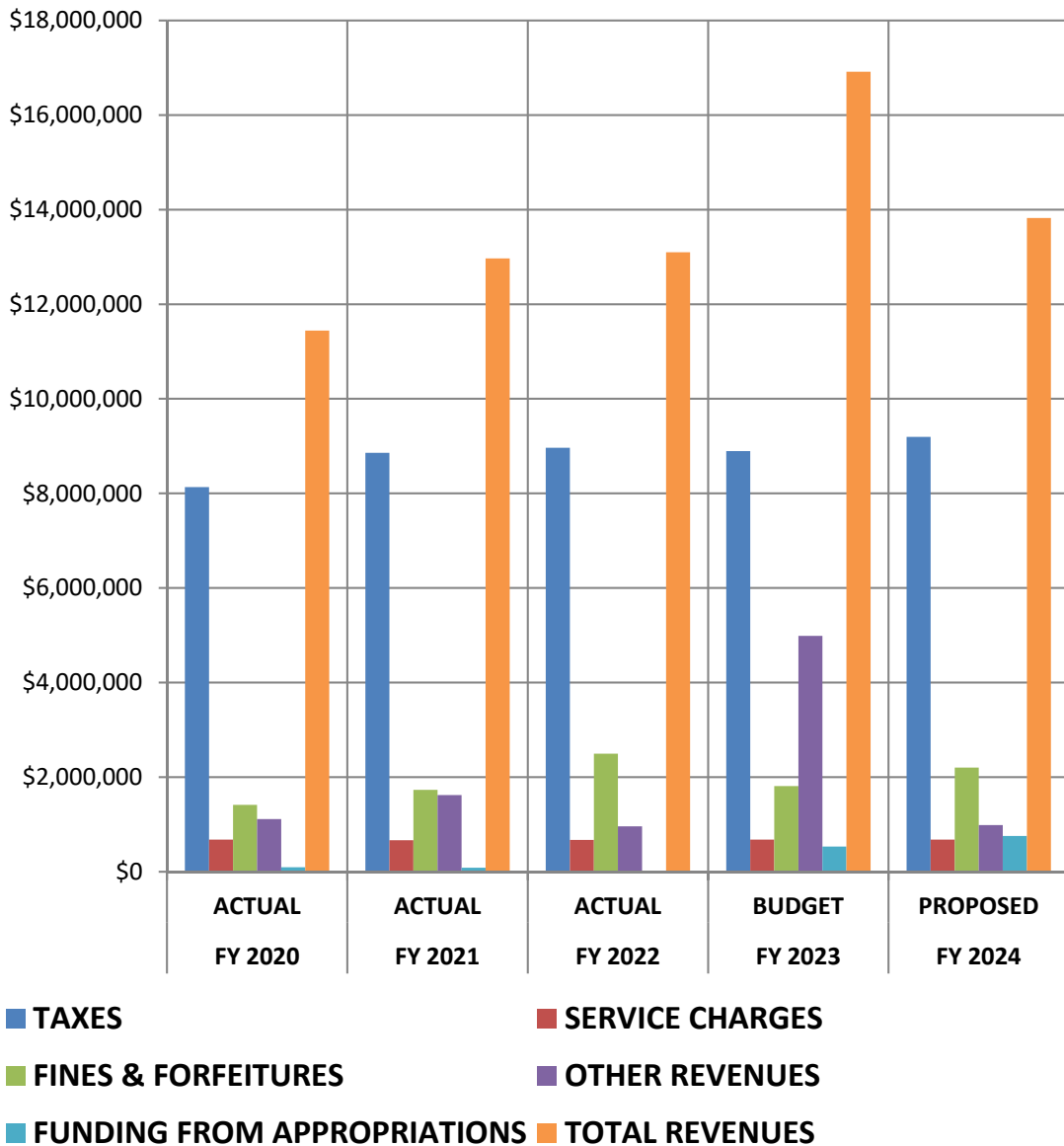
Mayor & Council	0.8%
General Government Administration	15.5%
Economic Development	0.0%
Finance & Accounting	5.2%
TOTAL GENERAL GOVERNMENT	21.5%
Police Administration	14.3%
Police Special Operations	3.2%
Police Patrol	14.7%
Police Support Services	2.2%
Code Enforcement	4.1%
TOTAL POLICE	38.5%
Public Works Administration	8.9%
Public Works Maintenance	8.0%
Public Works Sanitation	12.0%
Public Works Grounds Maintenance	5.9%
TOTAL PUBLIC WORKS	34.8%
Debt Service	2.5%
Other Expenditures	0.0%
TOTAL OTHER	2.5%
RESERVES & APPROPRIATIONS	2.6%



REVENUES & RESOURCES



REVENUES & RESOURCES COMPARISON



CITY OF NEW CARROLLTON, MARYLAND | FY 2024 BUDGET

Revenue & Resources—Taxes, Licenses & Permits

		2020	2021	2022	2023	2024	BUDGET
ACCOUNT		FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2023-2024
NUMBER	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROPOSED	PCT CHG
	<u>GENERAL PROPERTY TAXES</u>						
01-1000-30100	Real Property	\$5,716,336	\$6,131,303	\$6,130,673	\$6,159,258	\$6,442,252	5%
01-1000-30150	Business Real Property - Public Safety Taxing District	127,419	134,542	118,408	135,000	135,000	0%
01-1000-30200	Personal Property - Business	455,362	675,702	668,715	676,000	676,000	0%
01-1000-30250	Personal Property - Public Safety Taxing District	35,814	61,888	57,261	60,000	60,000	0%
01-1000-30300	Property of Public Utilities	96,096	97,623	99,252	100,000	100,000	0%
01-1000-30510	Penalties / Interest	34,786	36,870	18,371	35,000	30,000	-14%
	TOTAL GENERAL PROPERTY TAXES	\$6,465,813	\$7,137,928	\$7,092,680	\$7,165,258	\$7,443,252	4%
	<u>STATE SHARED TAXES</u>						
01-1000-30650	Admissions & Amusements	2,097	115	1,305	1,000	1,000	0%
01-1000-31610	Highway User & Motor Vehicle Tax	345,900	380,689	411,264	405,899	405,899	0%
01-1000-31620	State Income Tax	1,209,657	1,271,203	1,361,858	1,250,000	1,250,000	0%
	TOTAL STATE SHARED TAXES	\$1,557,654	\$1,652,007	\$1,774,427	\$1,656,899	\$1,656,899	0%
	<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	77,692	35,779	64,228	40,000	60,000	50%
01-1000-31700	Payment in Lieu of Bank Stocks	19	0	39.00	19.00	19.00	0%
	TOTAL COUNTY SHARED TAXES	\$111,180	\$69,247	\$97,735	\$73,487	\$93,487	27%
	TOTAL TAXES	\$8,134,647	\$8,859,182	\$8,964,842	\$8,895,644	\$9,193,638	3%

		2020	2021	2022	2023	2024	BUDGET
ACCOUNT		FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2023-2024
NUMBER	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROPOSED	PCT CHG

LICENSES AND PERMITS							
01-1000-32100	State Traders & Peddlers	4,961	6,987	10,469	9,000	10,600	18%
01-1000-32150	City Business License	13,240	13,776	16,910	13,000	16,000	23%
01-1000-32200	Comcast Franchise Fees	81,122	78,651	64,891	80,000	70,000	-13%
01-1000-32210	Verizon Cable Franchise Fees	87,204	62,009	79,906	86,000	80,000	-7%
01-1000-32310	Verizon Property Lease	9,522	9,522	9,522	9,552	9,552	0%
01-1000-32400	Building Permit Fees	7,350	11,890	8,895	9,000	9,000	0%
	TOTAL LICENSES AND PERMITS	\$203,399	\$182,835	\$190,593	\$206,552	\$195,152	-6%

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 2024 BUDGET

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

ACCOUNT NUMBER	DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2024 PROPOSED	BUDGET FY 2023-2024 PCT CHG
	INTERGOVERNMENTAL GRANTS						
01-1000-33700	State Aid for Police Protection	161,256	167,591	168,211	152,000	160,000	5%
01-1000-33710	Crime Control & Prevention Grant						
01-1000-33720	Community Policing Service Grant						
01-1000-33725	Domestic Violence Resource Grant						
01-1000-35310	School Bus Grant	3,600	-		-	5,000	100%
01-1000-35315	COVID Relief Funds		789,188		-	-	
01-1000-35317	American Rescue Plan Act Funds	-	-	428,650	4,082,261	-	-100%
01-1000-35340	Other Miscellaneous Grants	40,734	5,081	2,991	55,000	200,000	264%
	TOTAL INTERGOVERNMENTAL GRANTS	\$205,590	\$961,860	\$599,852	\$4,289,261	\$365,000	-91%
	REVENUE FROM OTHER AGENCIES						
01-1000-35600	Cable TV Equip. Support Grant-Comcast	48,673	47,191	42,589	50,000	50,000	0%
01-1000-35620	Cable TV Equip. Support Grant-Verizon	55,462	39,437	50,820	50,000	50,000	0%
	TOTAL REVENUE FROM OTHER AGENCIES	\$104,135	\$86,628	\$93,409	\$100,000	\$100,000	0%

							BUDGET
ACCOUNT		FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2023-2024
NUMBER	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROPOSED	PCT CHG

	<u>SERVICE CHARGES - GENERAL GOVERNMENT</u>						
01-1000-35810	Advertising Fees	2,114	435	130	1,000	1,000	0%
01-1000-35820	Municipal Center Room Rent	1,650	75	1,537	0	1,000.00	100%
	<u>SERVICE CHARGES - POLICE SERVICES</u>						
01-1000-35860	Special Police Service Fees	12,795	13,710	17,997	15,000	15,000	0%
	<u>SERVICE CHARGES - CODE ENFORCEMENT</u>						
01-1000-35910	Rental Property Inspection	301,950	286,000	290,965	300,000	300,000	0%
01-1000-35920	Property Clean-up & Liens	149	613	0	1,000	1,000	0%
	<u>SERVICE CHARGES - SANITATION SERVICE</u>						
01-1000-36000	Trash Pick-up Service Fees	320,940	322,260	322,020	322,000	322,000	0%
01-1000-36010	Recycling Fees	42,560	42,769	42,731	42,500	42,500	0%
	TOTAL SERVICE CHARGES	\$682,158	\$665,862	\$675,380	\$681,500	\$682,500	0%

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 2024 BUDGET
 Revenue & Resources—Other Revenues, Financing & Fund Designations

ACCOUNT		FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	BUDGET
NUMBER	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROPOSED	FY 2023-2024 PCT CHG
	FINES						
01-1000-36110	Municipal Infractions	\$ -	\$ 1,159	\$ 1,040	\$ 2,500	\$ 2,500	0%
01-1000-36150	Red Light Camera	836,819	1,046,760	1,703,441	1,110,000	1,500,000	35%
01-1000-36155	Speed Camera Revenue	386,249	591,680	672,965	600,000	600,000	0%
01-1000-36160	Vehicle Control Fines & Towing	193,614	93,490	121,452	100,000	100,000	0%
	TOTAL FINES	1,416,682	1,733,089	2,498,898	1,812,500	2,202,500	22%
	INTEREST AND DIVIDENDS						
01-1000-36260	Interest Earned on Investments	162,895	14,360	21,869	15,000	100,000	567%
01-1000-36261	Unrealized Loss/Gain in Market Value	44,144	(35,822)	-24,076	30,000	30,000	0%
01-1000-36270	Interest Earned on Fidelity CD Investments	69,558	41,686	20,022	45,000	45,000	0%
	TOTAL INTEREST AND DIVIDENDS	276,597	20,224	17,815	90,000	175,000	94%
	OTHER REVENUES						
01-1000-36300	Scrap Metal & Paper	2,028	2,002	964	1,500	1,500	0%
01-1000-36320	Seized Revenues	(2,843)	765	10,992	1,500	1,500	0%
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	15,837	50,000	25,000	-56%
01-1000-36400	Miscellaneous Revenues	304,461	254,688	9,226	225,000	100,000	0%
01-1000-36410	Vending Machine Revenue	848	1,706	1,853	1,500	1,500	0%
01-1000-36500	Community Outreach Revenue		4,657	215	5,000	5,000	0%
	TOTAL OTHER REVENUES	323,862	370,892	58,455	303,868	153,868	-49%

ACCOUNT		FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	BUDGET FY 2023- 2024
NUMBER	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROPOSED	PCT CHG

OTHER FINANCING SOURCES							
01-1000-36730	Designated for Wellness Fund				10,000	10,000	0%
01-1000-36740	Bond Proceeds-Municipal Building Upgrade	96,271	87,668	-	89,569.00	-	-100%
01-1000-36755	Designated Weinbach Scholarship	-	-		5,000	5,000	0%
	TOTAL OTHER FINANCING SOURCES	\$96,271	\$87,668	\$0	\$104,569	\$15,000	-86%
APPROPRIATED FUND BALANCES							
01-1000-36810	Designated for Street Repair				150,000	150,000	0%
01-1000-36840	Contingency Reserve				130,000	130,000	0%
01-1000-36850	Undesignated Prior Year Surplus	-	-	-	-	311,177	0%
01-1000-36900	Operating Reserve				150,000	150,000	0%
	TOTAL FUNDING FROM APPROPRIATIONS	\$0	\$0	\$0	\$430,000	\$741,177	72%
TOTAL REVENUES AND RESOURCES		\$11,443,340	\$12,968,240	\$13,099,244	\$16,913,894	\$13,823,835	-18%

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]

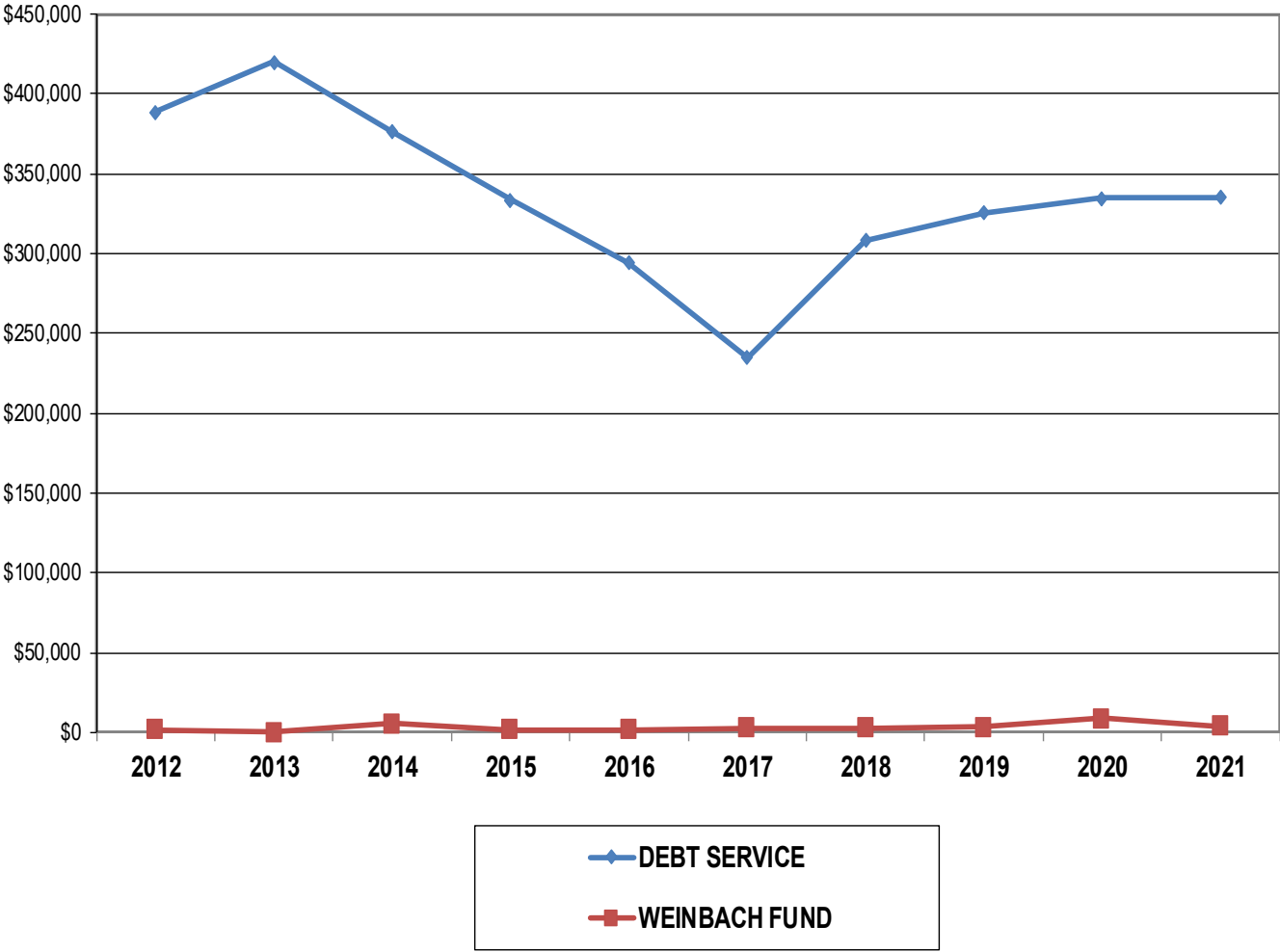


**OTHER EXPENDITURES:
NON-DEPARTMENTAL EXPENDITURES**

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



**OTHER EXPENDITURES
(10 YEARS HISTORY)**



ACCOUNT NUMBER	DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2024 PROPOSED	BUDGET FY 2023-2024 PCT CHG
<u>OTHER EXPENSES</u>							
01-4510-60120	Debt Serv. - Street & Bridge Principal	\$90,500	\$93,000	\$96,000	\$0	\$100,000	100%
01-4510-60130	Debt Serv. - Street Work Principal 2012	77,489	79,767	82,211	90,000	95,000	6%
01-4510-60140	Debt Serv. - Municipal Center Principal 2017	89,500	91,500	93,500	95,000	100,000	7%
01-4510-60520	Debt Serv. - Street Work & Bridge Interest	8,385	5,670	2,880	0	-	
01-4510-60530	Debt Serv. - Street Work Bond Interest 2012	34,284	32,006	29,562	25,300	23,000	-9%
01-4510-60540	Debt Serv. - Municipal Center Interest 2017	28,622	32,669	31,407	30,000	29,000	-3%
TOTAL DEBT SERVICE		328,780	334,612	335,560	240,300	347,000	44%
01-4520-62100	Contingency Reserve				130,000	150,000	15%
01-4520-62120	Operating Reserve				150,000	200,000	33%
01-4521-62200	Weinbach Scholarship Grant	5,000	9,000	3,750	5,000	5,000	0%
TOTAL USE OF APPROPRIATIONS		5,000	9,000	3,750	285,000	355,000	25%
TOTAL DEBT SERVICE AND USE OF APPROPRIATIONS		\$333,780	\$343,612	\$339,310	\$525,300	\$702,000	34%

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.

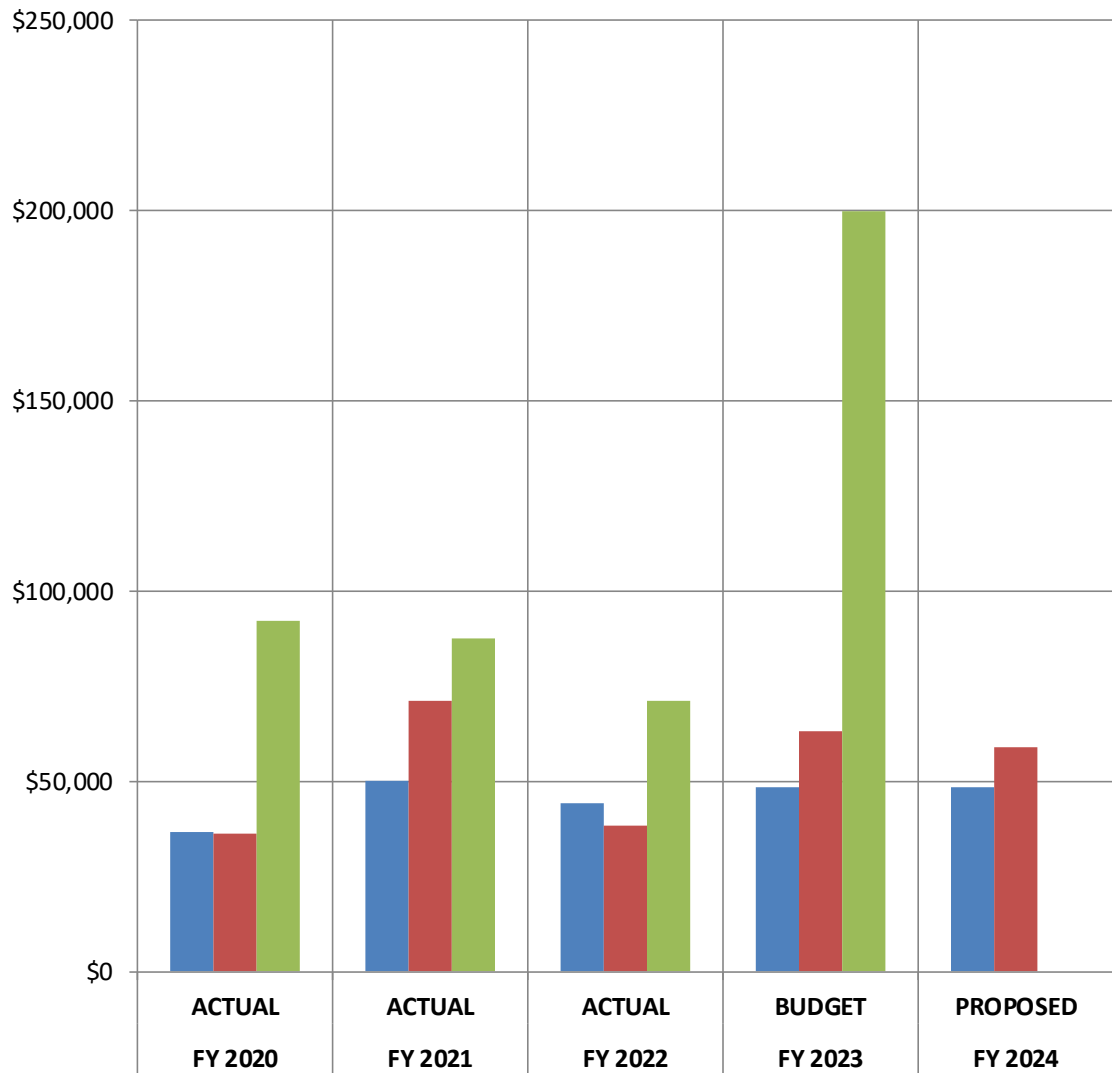


GENERAL GOVERNMENT



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.

SUMMARY OF EXPENDITURES



■ Personnel ■ Operating ■ Capital

CITY OF NEW CARROLLTON, MARYLAND | FY 2024 BUDGET
 Expenditure by Objects & Program Classification
 FUNCTION—GENERAL GOVERNMENT | ACTIVITY—MAYOR AND COUNCIL

ACCOUNT NUMBER	DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2024 PROPOSED	BUDGET
							FY 2023-2024 PCT CHG
<u>PERSONNEL EXPENSES</u>							
01-1110-45000	Mayor	\$7,200	\$7,200	\$8,800	\$9,600	\$9,600	0%
01-1110-45100	Council	24,000	24,000	29,800	30,000	30,000	0%
01-1110-45250	Treasurer	-	-	-	-	-	
01-1110-46300	F.I.C.A.	2,387	2,170	2,953	3,030	3,030	0%
01-1110-46500	Health Insurance	-	12,071	-	-	-	
01-1110-47000	Workers' Compensation	76	75	421	600	750	25%
01-1110-48000	Retirement / Pension	3,006	4,855	2,283	5,100	5,100	0%
Total Personnel Expenses		\$36,669	\$50,371	\$44,257	\$48,330	\$48,480	0%

DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2024 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

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 2024 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—GENERAL GOVERNMENT | ACTIVITY—MAYOR AND COUNCIL

ACCOUNT NUMBER	DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2024 PROPOSED	BUDGET FY 2023-2024 PCT CHG
<u>OPERATING EXPENSES</u>							
01-1110-52520	Office Supplies & Printing	\$7	\$645	\$0	\$1,000	\$1,000	0%
01-1110-53510	Dues & Subscriptions		10,488	11,040	12,000	12,500	4%
01-1110-53530	Training & Onboarding	70	500	250	2,000	3,000	50%
01-1110-53540	Travel & Meetings	8,600	10,507	12,243	19,500	14,000	-28%
01-1110-53560	Gifts, Events, Special Occasions		157	145	1,000	1,000	-20%
01-1110-53570	Uniforms/Apparel	38	486	413	500	500	0%
01-1110-54020	Cell Phones	656	252	104	200	200	0%
01-1110-54300	Fire Department Grant	14,000	12,000	0	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	643	0	4,295	6,000	6,000	0%
01-1110-54340	Community Outreach/Volunteer		\$404	\$0	1,000	5,000	400%
01-1110-54345	Emergency Assistance Program		24,331	0	0	0	
01-1110-54445	Community Promotion	1,504	288	0	2,000	2,000	0%
01-1110-54550	Miscellaneous Expenses	661	1,232	0	300	300	0%
01-1110-54620	Welcome Committee	19	0	0	500	1,000	100%
Total Operating Expenses		\$36,198	\$71,289	\$38,490	\$63,000	\$63,500	1%

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 2024 BUDGET
 Expenditure by Objects & Program Classification
 FUNCTION—GENERAL GOVERNMENT | ACTIVITY—MAYOR AND COUNCIL

ACCOUNT NUMBER	DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2024 PROPOSED	BUDGET FY 2023-2024 PCT CHG
<u>CAPITAL OUTLAY</u>							
01-1110-57011	Municipal Center Building Upgrade	\$92,362	\$87,668	\$71,108	200,000.00	\$0	-100%
Total Capital Expenses							
		\$92,362	\$87,668	\$71,108	\$200,000	\$0	-100%
TOTAL MAYOR & COUNCIL		\$165,229	\$209,329	\$153,855	\$311,330	\$111,980	-64%

CITY OF NEW CARROLLTON, MARYLAND | FY 2024 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.

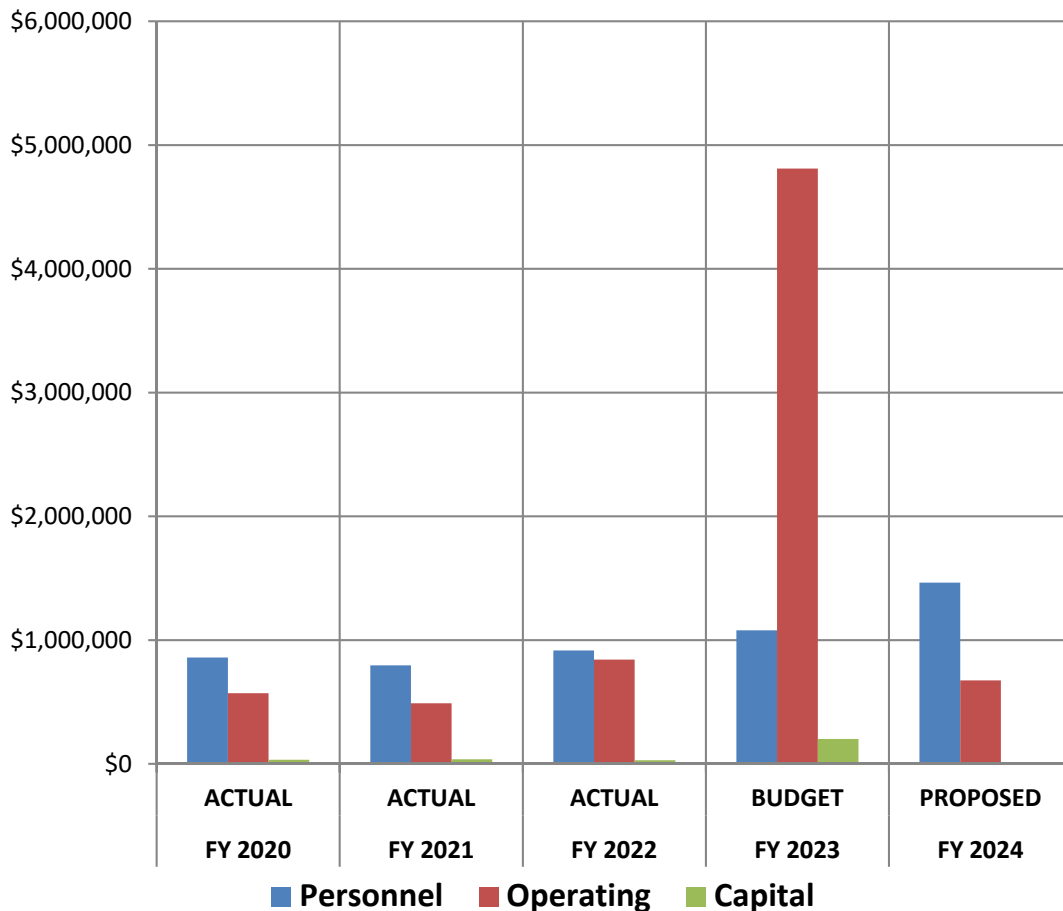
GENERAL GOVERNMENT: ADMINISTRATION

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.

SUMMARY OF EXPENDITURES



CITY OF NEW CARROLLTON, MARYLAND | FY 2024 BUDGET
 Expenditure by Objects & Program Classification
 FUNCTION—GENERAL GOVERNMENT | ACTIVITY—ADMINISTRATION

ACCOUNT		FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	BUDGET FY 2023- 2024
NUMBER	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROPOSED	PCT CHG
<u>PERSONNEL EXPENSES</u>							
01-1510-45200	City Administrative Officer	\$128,963	\$105,194	\$0	\$127,000	\$124,000	-2%
01-1510-45400	Employee Services	517,337	492,507	672,465	642,305	857,000	33%
01-1510-45525	Cable TV Operators	1,791	1,965	391	0	7,800	100%
01-1510-45650	Overtime - Employee Services	5,555	4,596	4,965	3,000	5,000	67%
01-1510-46300	F.I.C.A.	48,774	49,153	50,594	59,081	76,500	29%
01-1510-46500	Health Insurance	95,266	75,660	112,226	140,000	248,600	78%
01-1510-47000	Workers' Compensation	5,969	4,864	12,496	21,996	27,000	23%
01-1510-48000	Retirement/Pension	49,932	57,951	58,744	80,000	111,100	39%
01-1510-48010	Life and LTD	5,040	4,053	4,113	5,200	7,200	38%
Total Personnel Expenses		\$858,627	\$795,943	\$915,994	\$1,078,582	\$1,464,200	36%

	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	BUDGET	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	1
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
Grant Writer / Administrator	0	0	0	0	1
Marketing & Communication Coordinator	0	0	0	0	1
Community Affairs Coordinator	0	0	0	0	1
Total Full -Time	8	10	11	10	12
<u>Part-Time</u>					
Security Employee	1	1	1	0	0
Cable TV Operators	2	1	1	0	1
Video Production Assistant	0	1	1	0	1
Social Services Coordinator					1
Marketing Intern					1
Total Part - Time	3	3	3	0	3
<u>Total Gen. Govt. Admin. Positions</u>	11	13	14	10	15

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 2024 BUDGET

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

FUNCTION—GENERAL GOVERNMENT | ACTIVITY—ADMINISTRATION

ACCOUNT NUMBER	DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2024 PROPOSED	BUDGET FY 2023-2024 PCT CHG
OPERATING EXPENSES							
G.G. Admin							
01-1510-50200	Computer & IT Support	\$56,374	\$57,235	\$16,494	\$30,000	\$35,000	17%
01-1510-50220	Website & E-Mail Services	9,281	8,425	17,687	12,500	18,000	44%
01-1510-50300	City Attorney Expenses	9,819	17,256	10,963	20,000	20,000	0%
01-1510-50301	Special Counsel Expenses	24,273	8,769	14,022	15,000	15,000	
01-1510-50320	Engineering Services			0	2,500	0	-100%
01-1510-50325	Consulting Services	3,160	160	3,671	100,000	50,000	-50%
01-1510-50330	Temporary Office Support	22,464	-	8,241.00	2,000	2,000	0%
01-1510-50400	Advertising Expenses	2,471	1,800	474	3,000	2,000	-33%
01-1510-50430	Cable Television Operations	44,920	65,446	12,297	60,000	25,000	-58%
01-1510-50440	I-Net Operating Cost	15,276	17,437	13,324	23,692	20,000	-16%
01-1510-50450	City Newsletter	36,657	32,007	39,308	32,000	40,000	25%
01-1510-50470	COVID Related	18,943	-	-	-	-	
01-1510-50475	American Rescue Plan Act Related Expenses			428,650.00	4,082,261	-	-100%
01-1510-50700	General Liability Insurance	8,770	9,097	11,076	12,000	12,000	0%
01-1510-50710	Auto Insurance	2,680	670	17	2,000	2,000	0%
01-1510-50720	Public Officials Liability & Bonding	23,070	14,814	10,995	25,000	20,000	-20%
01-1510-50750	Equipment Maintenance Contracts	9,888	9,888	10,358	13,250	13,000	-2%
01-1510-50760	Office Equip. Maintenance Contracts	6,987	6,357	5,443	10,000	10,000	0%
01-1510-52100	Building Maintenance & Repair	40,401	28,248	12,731	48,000	70,454	47%
01-1510-52110	Office Equipment Maint. & Repair			0	0	2,000	100%
01-1510-52130	Vehicle Operations & Maintenance	527	250	9	1,000	2,000	100%
01-1510-52140	Vehicle Gasoline Use	31	222	125	1,500	2,000	33%
01-1510-52500	Computer Supplies	230	86	20	2,000	2,000	0%
01-1510-52510	Pantry Supplies	2,952	1,919	1,857	3,000	3,000	0%
01-1510-52520	Office Supplies & Printing	6,228	5,792	8,608	10,000	10,000	0%
01-1510-52550	Janitorial Supplies	7,492	8,189	10,264	9,000	10,000	11%
01-1510-53510	Dues & Subscriptions	14,305	531	5,510	5,000	5,000	0%
01-1510-53520	Employee Training	3,341	1,673	2,299	6,000	6,000	0%
01-1510-53540	Travel & Meetings	5,523	4,756	11,895	10,700	12,000	12%
01-1510-53560	Employee Gifts -Special Occasions		133	1,972	2,000	2,000	0%
01-1510-53570	Uniforms/Apparel	495	1,026	441	500	700	40%

ACCOUNT NUMBER	DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2024 PROPOSED	BUDGET
							FY 2023-2024
01-1510-54010	Telephones & Cable	12,930	11,626	11,451	15,000	15,000	0%
01-1510-54020	Cell Phones	564	1,584	2,120	3,000	3,000	0%
01-1510-54021	GPS Tracking	239	56	0	0	0	
01-1510-54050	Utility -Electricity	11,395	19,703	23,435	30,000	30,000	0%
01-1510-54060	Utility - Natural Gas	15,897	8,494	10,814	15,000	15,000	0%
01-1510-54070	Utility - Water	9,264	6,914	5,481	9,000	10,000	11%
01-1510-54080	Postage Meter & Courier Services	5,337	5,201	2,983	3,000	3,500	17%
01-1510-54150	Upkeep of Hanko Building	13,779	13,866	14,866	15,000	15,000	0%
01-1510-54430	Election	37,000	38,778	9,805	40,000	1,000	-98%
01-1510-54445	Community Promotion			7,511	-	-	
01-1510-54446	Community Day	17,447	2,132	1,683	20,000	20,000	0%
01-1510-54447	Halloween Event	1,317	1,428	1,401	1,500	2,000	33%
01-1510-54448	Holiday Decorating Contest	300	780	900	1,000	1,000	0%
01-1510-54449	Shred Events	806	750	600	1,500	1,500	0%
01-1510-54450	New Carrollton Green Team	2,762	-	728.00	500	500	0%
01-1510-54451	Spring Community Event	3,129	993	21,501	12,000	15,000	25%
01-1510-54452	Supplies/Promotional	1,149	4,120	95	3,000	3,000	0%
01-1510-54470	Ordinance Recodification	5,269	5,593	1,195	7,000	7,000	0%
01-1510-54550	Miscellaneous	1,581	1,242	745	500	0	-100%
01-1510-54552	Vending Machine	113	1,579	2,515	2,000	1,758	
01-1510-54560	HEAL Grant	5,000	14,934	0	-	0	
SUBTOTAL G.G. ADMIN		\$521,835	\$441,959	\$778,580	\$4,722,903	\$555,412	-88%

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 2024 BUDGET
 Expenditure by Objects & Program Classification
 FUNCTION—GENERAL GOVERNMENT | ACTIVITY—HUMAN RESOURCES

ACCOUNT NUMBER	DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2024 PROPOSED	BUDGET FY 2023-2024 PCT CHG
OPERATING EXPENSES							
<u>Human Resources</u>							
01-1530-46700	Employee Assistance Program	\$6,657	\$5,929	\$7,765	\$8,500	10,000	18%
01-1530-46710	Flexible Spending Account	1,034	1,312	1,295	1,300	1,300	0%
01-1530-46720	Compensation Study	0	0	0		25,000	
01-1530-46730	Education Reimbursements	1,200	0	2,934	5,000	5,000	0%
01-1530-50200	Computer & IT Support	1,341	1,788	277	2,000	1,500	-25%
01-1530-50325	Consulting Services			928	1,000	1,000	0%
01-1530-50400	Advertising/Recruiting	990	1,785	1,815	2,250	2,250	-9%
01-1530-52520	Office Supplies & Printing	941	660	676	1,000	1,000	0%
01-1530-53510	Dues & Subscriptions	720	508	234	800	1,500	88%
01-1530-53520	Employee Training	417	285	1,714	2,250	2,250	0%
01-1530-53540	HR Training, Travel & Meetings	345	2,795	3,543	5,000	5,000	0%
01-1530-53560	Employee Gifts & Spec Occasions	15,906	20,871	24,792	30,000	35,000	17%
01-1530-53580	Pre-Employment Screenings	441	1,349	2,060	2,000	2,000	0%
01-1530-53590	Post-Employment Screenings	3,571	3,151	4,840	5,810	6,000	3%
01-1530-53595	Recruitment & Retention Program	1,335	6,594	5,075	10,000	10,000	0%
01-1530-53600	Wellness Programs	13,844	4	5,895	10,000	10,000	0%
SUBTOTAL HUMAN RESOURCES		\$48,742	\$47,031	\$63,843	\$86,910	\$118,800	37%
Total Operating Expenses		\$570,577	\$488,990	\$842,423	\$4,809,813	\$674,212	-86%

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 2024 BUDGET
 Expenditure by Objects & Program Classification
 FUNCTION—GENERAL GOVERNMENT | ACTIVITY—HUMAN RESOURCES

							BUDGET
ACCOUNT		FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2023-2024
NUMBER	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROPOSED	PCT CHG
<u>CAPITAL OUTLAY</u>							
<u>Human Resources</u>							
01-1530-58340	Compensation Study		0				
SUBTOTAL HUMAN RESOURCES		\$0	\$0	\$0	\$0	\$0	\$0

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 2024 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—GENERAL GOVERNMENT | ACTIVITY—ADMINISTRATION

ACCOUNT NUMBER	DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2024 PROPOSED	BUDGET FY 2023-2024 PCT CHG
<u>CAPITAL OUTLAY</u>							
01-1510-58050	Furniture & Fixtures	0	0	0	1,000	2,500	150%
01-1510-58100	Office Equipment & Computers		0	320	5,000	5,000	0%
01-1510-58102	Building Maintenance Equipment	698	0	0	194,569	-	-100%
01-1510-58120	Website				0	-	
01-1510-58250	Cable TV Equipment	32,490	37,415	29,340			
SUBTOTAL G.G. ADMIN		\$33,188	\$37,415	\$29,660	\$200,569	\$7,500	-96%
Total Capital Expenses		\$33,188	\$37,415	\$29,660	\$200,569	\$7,500	-96%
TOTAL GENERAL GOVERNMENT ADMINISTRATION		\$1,462,392	\$1,322,348	\$1,788,077	\$6,088,964	\$2,145,912	-65%

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.

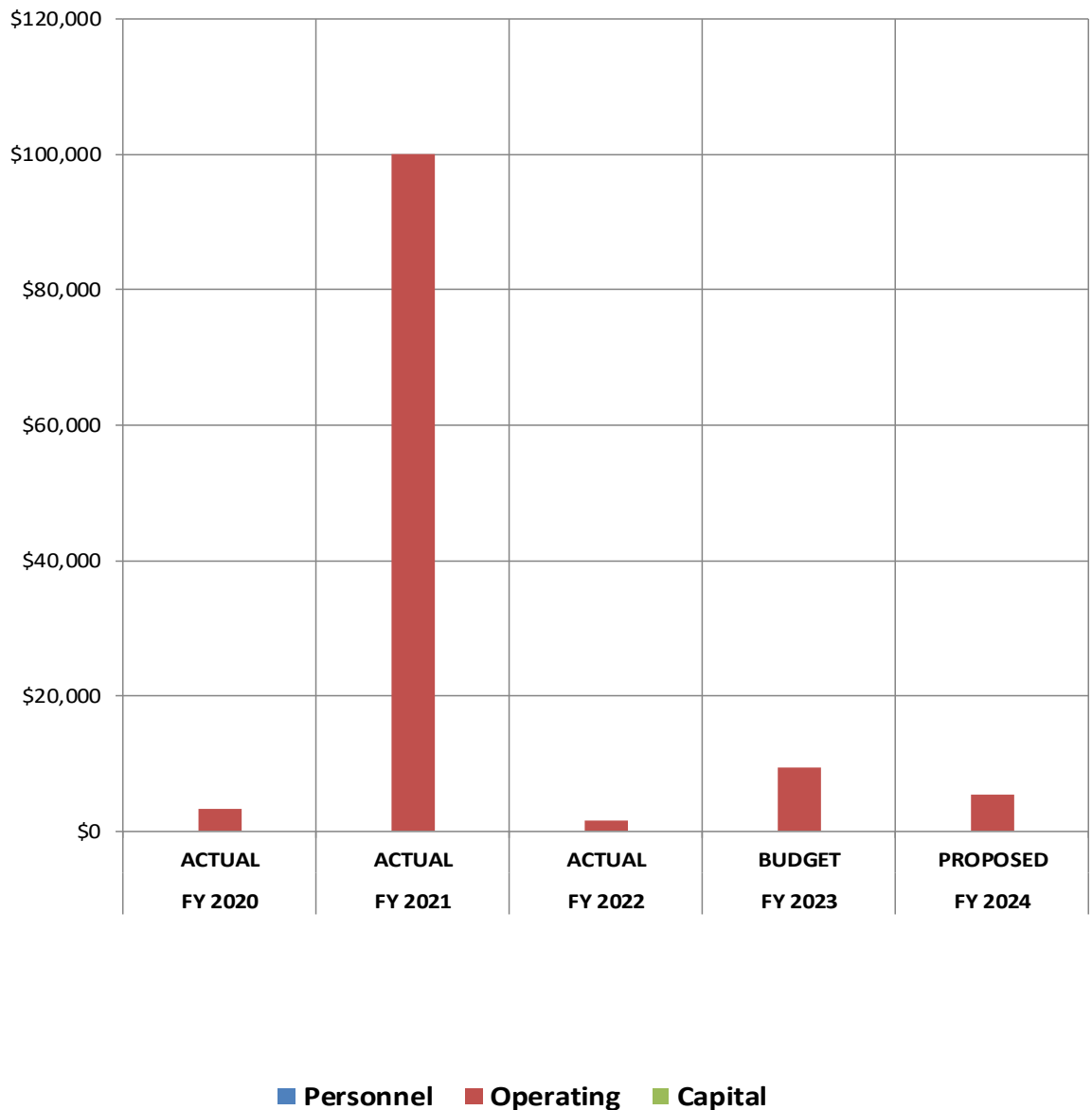
GENERAL GOVERNMENT: ECONOMIC DEVELOPMENT

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.

SUMMARY OF EXPENDITURES



CITY OF NEW CARROLLTON, MARYLAND | FY 2024 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—GENERAL GOVERNMENT | ACTIVITY—ECONOMIC DEVELOPMENT

ACCOUNT NUMBER	DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2024 PROPOSED	BUDGET FY 2023-2024 PCT CHG
OPERATING EXPENSES							
01-1520-50340	Neighborhood Design Center Advertising (Marketing & Promotion)			681	1,500	0	-100%
01-1520-50400		\$0			2,500	2,500	0%
01-1510-53510	Dues & Subscription				1,000	-	-100%
01-1520-53520	Employee Training (Professional Development)	0			-		
01-1520-53540	Travel and Meetings	85	0	872.00	2,000	1,000	-50%
01-1520-54425	NARD Grant		100,000	-	-	-	
01-1520-54445	Community Promotion	3,161	0	0	2,500	2,000	-20%
Total Operating Expenses		\$3,246	\$100,000	\$1,553	\$9,500	\$5,500	-42%

	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 BUDGET	BUDGET FY 2024 PROPOSED
POSITIONS					
<u>Full -Time</u>					
Economic Development Coordinator					
Total Econ. Development Positions	0	0	0	0	0

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.

OPERATING EXPENSES

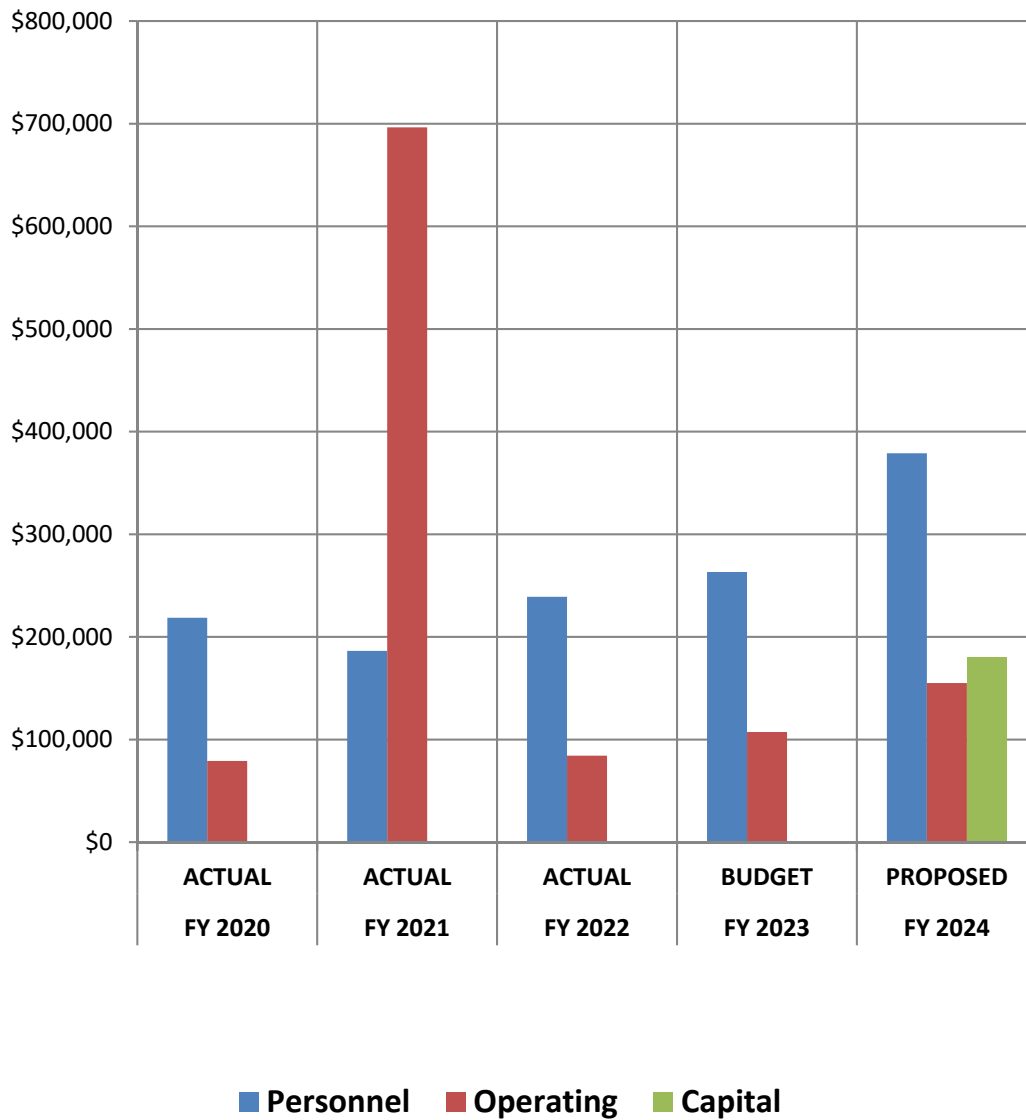
- 01-1520-50325** **Consulting Services (Contracted Services):** Expenses to pay for professional graphic design services (including professional stock photography) of economic development marketing materials.
- 01-1520-50340** **Neighborhood Design Center:** Expenses for pro bono work of planning and 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.).

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.

SUMMARY OF EXPENDITURES



CITY OF NEW CARROLLTON, MARYLAND | FY 2024 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—GENERAL GOVERNMENT | ACTIVITY—FINANCE & ACCOUNTING

ACCOUNT NUMBER	DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2024 PROPOSED	BUDGET FY 2023-2024 PCT CHG
<u>PERSONNEL EXPENSES</u>							
01-2010-45400	Employee Services	\$163,816	\$137,741	\$167,295	\$177,750	\$249,425	40%
01-2010-45650	Overtime - Employee Services	\$712	443	432	700	1,000	43%
01-2010-46300	F.I.C.A.	12,130	10,244	11,711	13,652	19,100	40%
01-2010-46500	Health Insurance	27,648	21,747	37,073	42,100	71,900	71%
01-2010-47000	Workers' Compensation	487	391	4,331	7,585	7,000	-8%
01-2010-48000	Retirement / Pension	12,568	14,802	17,115	19,428	28,500	47%
01-2010-48010	Life and LTD	1,223	1,005	1,081	2,000	2,000	0%
Total Personnel Expenses		\$218,584	\$186,373	\$239,038	\$263,215	\$378,925	44%

	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 BUDGET	BUDGET FY 2024 PROPOSED
<u>POSITIONS</u>					
Full-Time					
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	0
Accounting Specialist	0	0	1	1	1
Total Full-Time	3	3	2	2	3
Total Accounting Positions	3	3	2	2	3

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 2024 BUDGET
 Expenditure by Objects & Program Classification
 FUNCTION—GENERAL GOVERNMENT | ACTIVITY—FINANCE AND ACCOUNTING

ACCOUNT NUMBER	DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2024 PROPOSED	BUDGET FY 2023-2024 PCT CHG
<u>OPERATING EXPENSES</u>							
01-2010-50110	Auditing Services	\$24,304	\$25,105	\$25,864	\$30,000	\$73,000	143%
01-2010-50200	Computer & IT Support	43,517	44,402	42,316	50,000	54,300	9%
01-2010-52500	Computer Supplies		615,713	0	-	500.00	100%
01-2010-52520	Office Supplies & Printing	4,580	3,697	3,044	4,000	3,500	-13%
01-2010-53510	Dues & Subscriptions	490	40	255	1,000	1,500	50%
01-2010-53520	Employee Training	200	1,622	3,914	10,000	10,000	0%
01-2010-53540	Travel & Meetings	2,186	2,686	4,721	5,000	5,000	0%
01-2010-54400	Credit Card Service Fees	1,748	1,759	3,635	5,000	5,000	0%
01-2010-54410	Bank Service Fees	1,598	1,487	576	2,000	2,000	0%
01-2010-54550	Miscellaneous	510	-1	13.00	300	300	0%
Total Operating Expenses		\$79,134	\$696,510	\$84,338	\$107,300	\$155,100	45%

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 2024 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—GENERAL GOVERNMENT | ACTIVITY—FINANCE AND ACCOUNTING

ACCOUNT NUMBER	DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2024 PROPOSED	BUDGET FY 2023-2024 PCT CHG
<u>CAPITAL OUTLAY</u>							
01-2010-58110	Software					\$180,000	100%
Total Capital Expenses		\$0	\$0	\$0	\$0	\$180,000	100%
TOTAL FINANCE & ADMINISTRATION		\$297,717	\$882,883	\$323,376	\$370,515	\$714,025	93%

Capital Outlay

01-2010-58110 Software: Purchase of new software.



PUBLIC SAFETY



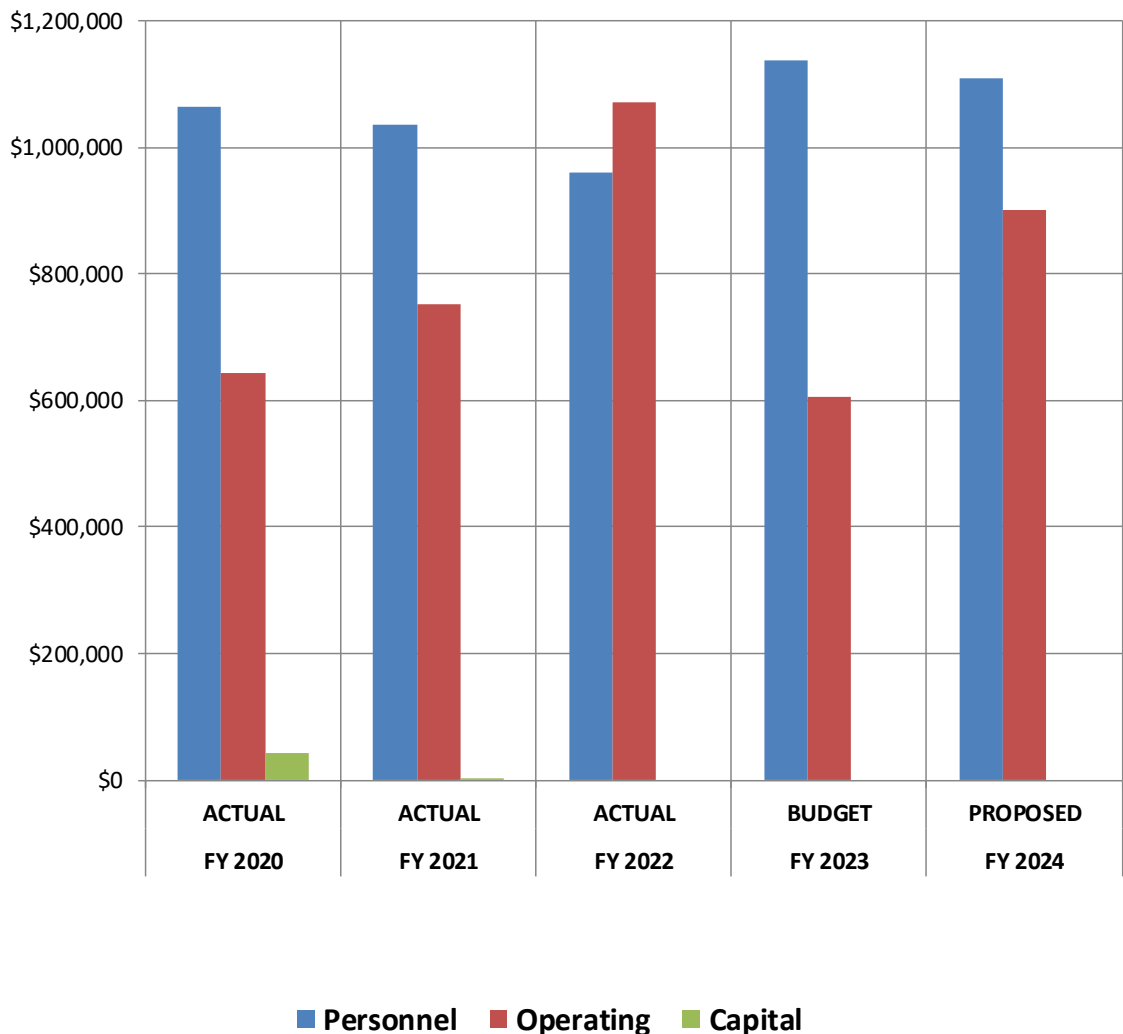
PUBLIC SAFETY: POLICE ADMINISTRATION

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.

SUMMARY OF EXPENDITURES



CITY OF NEW CARROLLTON, MARYLAND | FY 2024 BUDGET
 Expenditure by Objects & Program Classification
 FUNCTION—PUBLIC SAFETY | ACTIVITY—POLICE ADMINISTRATION

ACCOUNT NUMBER	DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2024 PROPOSED	BUDGET FY 2023-2024 PCT CHG
PERSONNEL EXPENSES							
01-3010-45300	Police Chief	\$128,003	\$135,341	\$127,639	\$142,000	\$152,780	8%
01-3010-45400	Employee Services	532,364	591,675	512,561	603,000	488,000	-19%
01-3010-45470	COVID Payroll	88,662	0	0	0	0	
01-3010-45650	Overtime - Employee Services	34,474	4,878	2,976	6,000	6,000	0%
01-3010-46300	F.I.C.A.	51,449	52,993	47,252	57,452	51,500	-10%
01-3010-46500	Health Insurance	139,942	137,279	130,586	150,000	151,600	1%
01-3010-47000	Workers' Compensation	48,167	61,938	52,855	92,559	140,985	52%
01-3010-48000	Retirement / Pension	35,856	46,181	80,924	81,205	82,000	1%
01-3010-48010	Life and LTD	5,869	5,174	4,881	6,000	6,500	8%
Total Personnel Expenses		\$1,064,786	\$1,035,457	\$959,674	\$1,138,216	\$1,079,365	-5%

<u>POSITIONS</u>	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2024 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	0
Administrative Assistant	2	2	2	2	2
Total Full Time Police Admin. Positions	9	9	9	9	8
<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	8

CITY OF NEW CARROLLTON, MARYLAND | FY 2024 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 2024 BUDGET
 Expenditure by Objects & Program Classification
 FUNCTION—PUBLIC SAFETY | ACTIVITY—POLICE ADMINISTRATION

ACCOUNT NUMBER	DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2024 PROPOSED	BUDGET FY 2023-2024 PCT CHG
OPERATING EXPENSES							
01-3010-50200	Computer & IT Support	15,857	15,500	29,091	18,000	20,000	11%
01-3010-50210	Police Radars/Calibration Maintenance	1,049	490	490	500	750	50%
01-3010-50220	Dossier Fleet Management System		12,721	-	-	6,000	
01-3010-50470	COVID Related Expenses	22,212	-	-	-	-	
01-3010-50700	General Liability Insurance	37,731	34,843	38,396	95,200	45,000	-53%
01-3010-50710	Auto Insurance	22,619	29,041	61,565	30,000	65,000	117%
01-3010-50760	Office Equipment Maintenance Contracts	4,216	2,117	2,710	2,100	3,000	43%
01-3010-52105	Trailer Maintenance & Supplies	487	2,322	3,319	3,500	3,500	0%
01-3010-52110	Office Equipment Maintenance & Repair	756	1,800	-	2,000	2,000	0%
01-3010-52130	Vehicle Operation & Maintenance	52,794	51,399	42,522	55,000	50,000	-9%
01-3010-52140	Vehicle Gasoline Use	46,505	33,171	62,396	50,000	55,000	10%
01-3010-52500	Computer Supplies	639	794	420	1,000	1,000	0%
01-3010-52510	Pantry Supplies	3,401	3,223	2,330	3,000	3,000	0%
01-3010-52520	Office Supplies & Printing	2,666	5,394	7,452	8,000	6,000	-25%
01-3010-52560	Pedestrian Safety	-	7,889	5,177	-	-	
01-3010-53510	Dues & Subscriptions	1,695	3,115	3,976	3,000	3,000	0%
01-3010-53520	Employee Training	4,769	15,463	20,054	20,000	25,000	25%
01-3010-53540	Travel & Meetings	1,973	7,299	15,037	8,000	8,000	0%
01-3010-53550	Pre-Employment and Mental Wellness	1,410	5,235	3,373	10,000	15,000	50%
01-3010-53570	Uniforms	16,217	20,707	26,522	20,000	25,000	25%
01-3010-54020	Cell Phones	17,666	24,304	18,556	20,000	18,000	
01-3010-54021	GPS Tracking	5,934	1,397	-	-	-	
01-3010-54080	Courier Services	1,374	1,039	898	1,500	1,500	0%
01-3010-54445	Community Promotion	2,151	12,678	2,097	10,000	7,500	-25%
01-3010-54446	National Night Out	7,505	8,311	4,065	10,000	10,000	
01-3010-54451	Explorer Program		4,222	164	2,500	2,000	-20%
01-3010-54495	Vehicle Control Fine - Service Fees	29,711	20,408	15,707	25,000	25,000	0%
01-3010-54497	Red Light Camera Service Fees	338,912	423,863	702,153	206,960	500,000	142%
01-3010-54550	Miscellaneous	1,998	2,835	1,255	500	500	0%
Total Operating Expenses		\$642,246	\$751,580	\$1,069,725	\$605,760	\$900,750	49%

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 2024 BUDGET

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

FUNCTION—PUBLIC SAFETY | ACTIVITY—POLICE ADMINISTRATION

ACCOUNT NUMBER	DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2024 PROPOSED	BUDGET FY 2023-2024 PCT CHG
<u>CAPITAL OUTLAY</u>							
-							
01-3010-58000	Furniture & Fixtures	473	1,258	0	0	0	
01-3010-58100	Computers	32,188	0	0	0	0	
01-3010-58120	Body Camera	11,319	1,597	0	0	0	
Total Capital Expenses		\$43,980	\$2,855	\$0	\$0	\$0	
TOTAL POLICE ADMINISTRATION		\$1,751,013	\$1,789,892	\$2,029,399	\$1,743,976	\$1,980,115	14%

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 2024 BUDGET

Expenditure by Objects & Program Classification

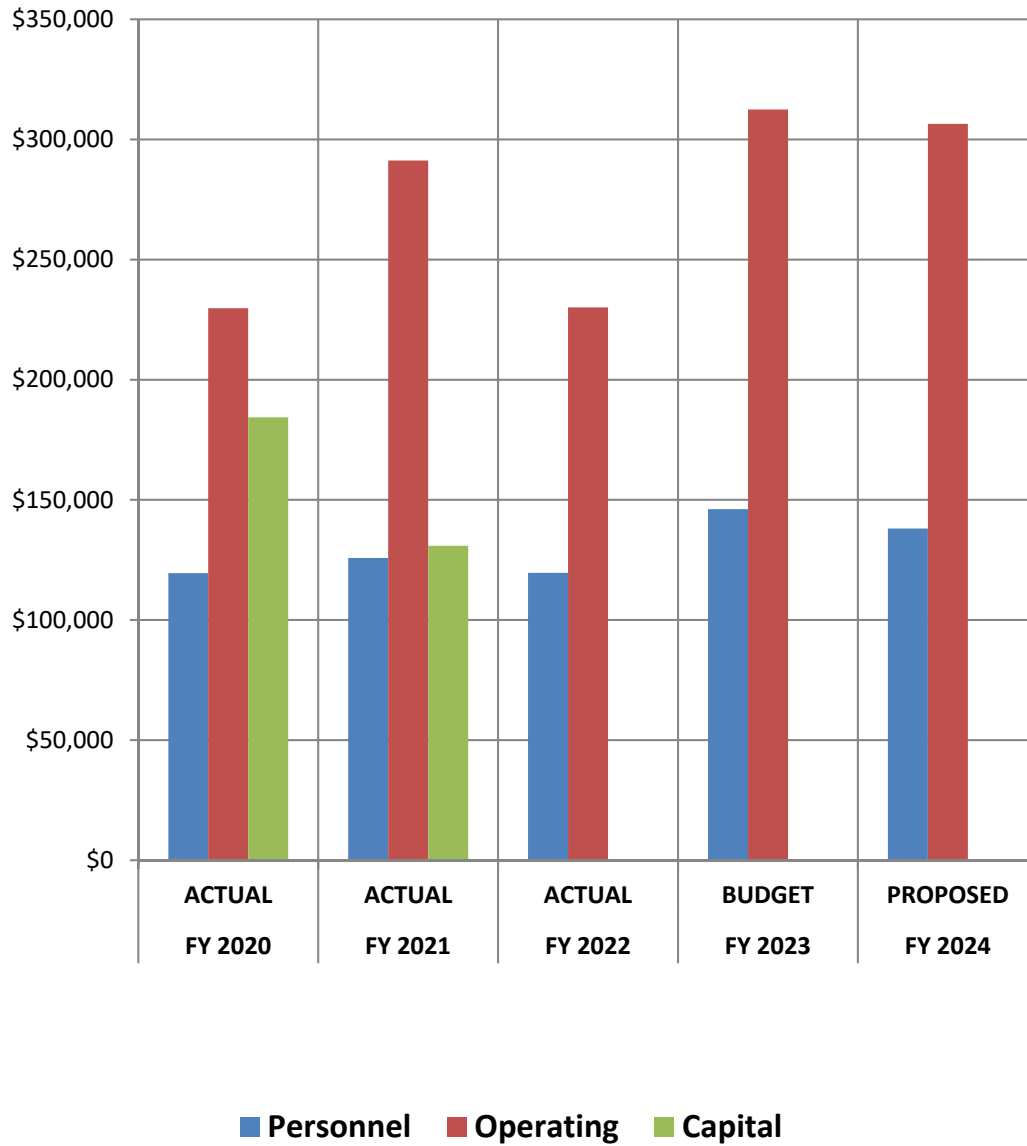
FUNCTION—PUBLIC SAFETY | ACTIVITY—SPEED CAMERAS

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.

SUMMARY OF EXPENDITURES



CITY OF NEW CARROLLTON, MARYLAND | FY 2024 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—PUBLIC SAFETY | ACTIVITY—SPEED CAMERAS

ACCOUNT NUMBER	DESCRIPTION	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	BUDGET
		ACTUAL	ACTUAL	ACTUAL	BUDGET	PROPOSED	PCT CHG
<u>PERSONNEL EXPENSES</u>							
01-3030-45400	Employee Services	\$61,819	\$76,538	\$73,094	\$75,000	\$73,500	-2%
01-3030-45650	Overtime - Police Officers	19,666	6,316	2,740	5,000	2,500	-50%
01-3030-46300	F.I.C.A.	6,359	6,129	5,544	6,120	5,930	-3%
01-3030-46500	Health Insurance	17,911	19,181	20,892	35,000	24,500	-30%
01-3030-47000	Workers' Compensation	7,833	10,942	9,156	16,043	22,250	39%
01-3030-48000	Retirement / Pension	5,270	6,088	7,555	8,198	8,500	4%
01-3030-48010	Life and LTD	611	631	637	750	900	20%
Total Personnel Expenses		\$119,468	\$125,824	\$119,618	\$146,110	\$138,080	-5%

	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROPOSED
<u>POSITIONS</u>					
Police Officers (rank accord.)	1	1	1	1	1
<u>Total Police Service Positions</u>	1	1	1	1	1

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 2024 BUDGET
 Expenditure by Objects & Program Classification
 FUNCTION—PUBLIC SAFETY | ACTIVITY—SPEED CAMERAS

ACCOUNT NUMBER		FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2024 PROPOSED	BUDGET FY 2023-2024 PCT CHG
<u>OPERATING EXPENSES</u>							
01-3030-50200	Computer & IT Support	375	2,538	3,510	4,000	4,000	0%
01-3030-52130	Vehicle Operation & Maintenance	0	9,939	9,055	10,000	10,000	0%
01-3030-52140	Vehicle Gasoline Use	0	0	0	10,000	5,000	-50%
01-3030-52520	Office Supplies & Printing	0	0	1,868	4,000	3,000	-25%
01-3030-52530	Field Supplies	869	0	0	3,500	3,500	0%
01-3030-53570	Uniforms	0	71	0	0	0	
01-3030-54020	Cell Phones	0	0	0	1,000	1,000	0%
01-3030-54495	Speed Camera Vendor Fee	228,517	278,704	215,642	280,000	280,000	0%
	Total Operating Expenses	\$229,761	\$291,251	\$230,075	\$312,500	\$306,500	-2%

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 2024 BUDGET
 Expenditure by Objects & Program Classification
 FUNCTION—PUBLIC SAFETY | ACTIVITY—SPEED CAMERAS

ACCOUNT NUMBER		FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2024 PROPOSED	BUDGET FY 2023-2024 PCT CHG
<u>CAPITAL OUTLAY</u>							
01-3030-57100	Vehicles	119,961	104,802	-	-	-	
01-3030-57360	Vehicle Equipment	64,427	26,100	-	-	-	
01-3030-57390	Phasers					-	
Total Capital Expenses		\$184,388	\$130,902	\$0	\$0	\$0	
TOTAL POLICE SPECIAL OPERATION		\$533,619	\$547,977	\$349,693	\$458,610	\$444,580	-3%

CITY OF NEW CARROLLTON, MARYLAND | FY 2024 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.

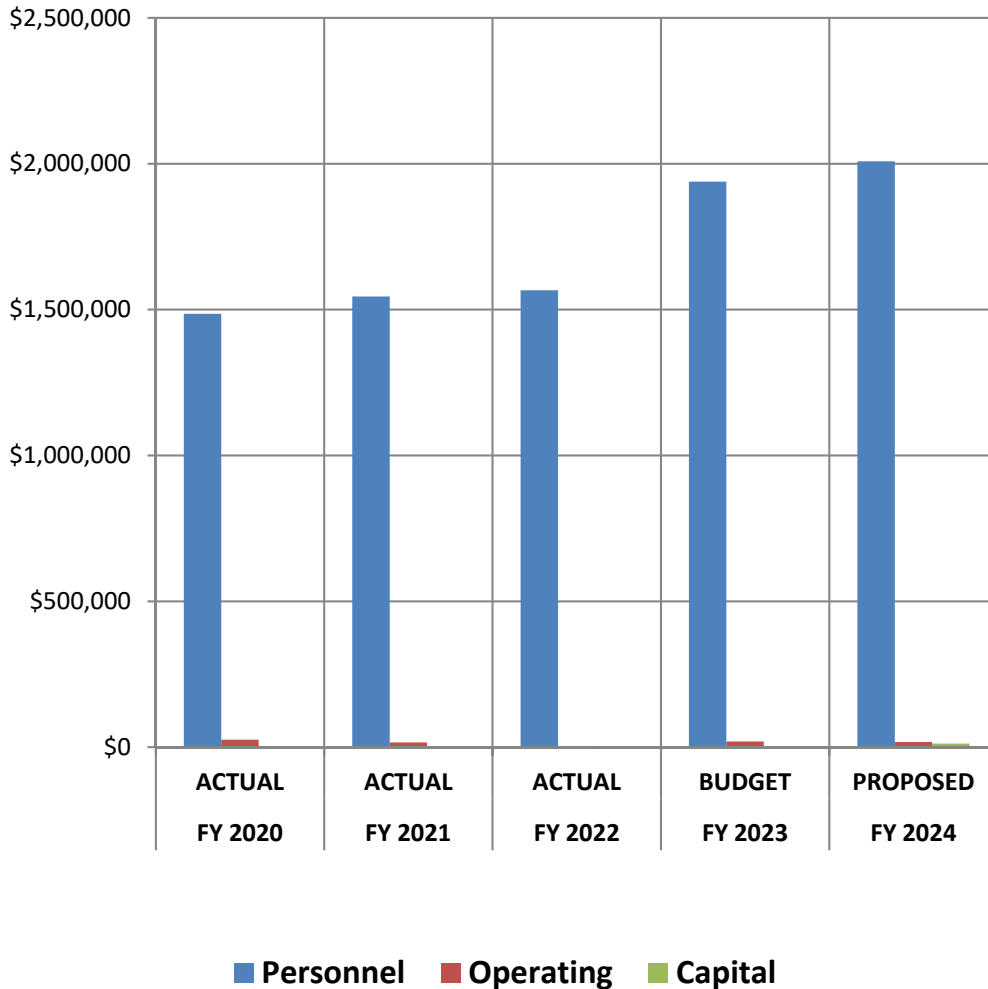
01-3030-57360 **Vehicle Equipment:** Equipment for the police cars.

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.

SUMMARY OF EXPENDITURES



CITY OF NEW CARROLLTON, MARYLAND | FY 2024 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—PUBLIC SAFETY | ACTIVITY—POLICE PATROL

ACCOUNT NUMBER	DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2024 PROPOSED	BUDGET FY 2023-2024 PCT CHG
<u>PERSONNEL EXPENSES</u>							
01-3040-45400	Employee Services	\$804,733	\$959,645	\$956,061	\$1,060,000	\$1,000,000	-6%
01-3040-45650	Overtime - Police Officers	209,166	70,022	71,287	80,000	85,000	6%
01-3040-46000	Appreciation Award	1,548	6,263	0	7,000	7,000	0%
01-3040-46120	School Bus Grant	3,600	0	0	0	0	
01-3040-46131	Bicycle Safety Program Grant	3,729	0	2,679	0	0	
01-3040-46300	F.I.C.A.	80,593	75,184	75,512	87,210	98,000	12%
01-3040-46500	Health Insurance	193,969	196,017	181,226	245,000	294,000	20%
01-3040-47000	Workers' Compensation	98,143	136,662	185,980	325,688	373,445	15%
01-3040-48000	Retirement / Pension	81,158	92,660	84,692	123,700	135,000	9%
01-3040-48010	Life and LTD	8,943	8,235	8,654	10,000	16,000	60%
Total Personnel Expenses		\$1,485,581	\$1,544,686	\$1,566,091	\$1,938,598	\$2,008,445	4%

	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2024 PROPOSED
<u>POSITIONS</u>					
<u>Full-Time</u>					
Police Lieutenant	1	1	1	1	2
Police Sergeant	4	3	3	3	4
Police Corporal	3	4	4	6	3
Private First Class Officers	2	3	3	2	2
Police Officers	6	5	5	4	4
Total Police Service Positions	16	16	16	16	15

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 2024 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—PUBLIC SAFETY | ACTIVITY—POLICE PATROL

ACCOUNT NUMBER	DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2024 PROPOSED	BUDGET FY 2023-2024 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	2,341	3,646	1,767	10,000	5,000	-50%
01-3040-53130	Small Equipment	761	7,672	194	4,000	4,000	0%
01-3040-53140	Weapons	2,709	4,074	-	3,000	7,500	150%
01-3040-53180	Car to Car Radios	14,458	-	-	2,000	1,000	-50%
01-3040-54550	Miscellaneous	(300)	711	2,444	500	500	0%
Total Operating Expenses		\$25,492	\$16,102	\$4,405	\$19,500	\$18,000	-8%

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 2024 BUDGET
 Expenditure by Objects & Program Classification
 FUNCTION—PUBLIC SAFETY | ACTIVITY—POLICE PATROL

ACCOUNT NUMBER	DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2024 PROPOSED	BUDGET FY 2023-2024 PCT CHG
CAPITAL OUTLAY							
01-3040-57360	Vehicle Equipment						
01-3040-58100	Computers & In Car Computers	0		0			0%
01-3040-58110	Police Body Cameras & Scanners	599	1,243	2,288	3,500	3,500	0%
01-3040-58150	Police Radars & Radios	0				1,000	
01-3040-58180	License Plate Reader					8,000	
Total Capital Expenses		\$599	\$1,243	\$2,288	\$3,500	\$12,500	257%
TOTAL POLICE PATROL SERVICE		\$1,511,673	\$1,562,031	\$1,572,784	\$1,961,598	\$2,038,945	4%

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:

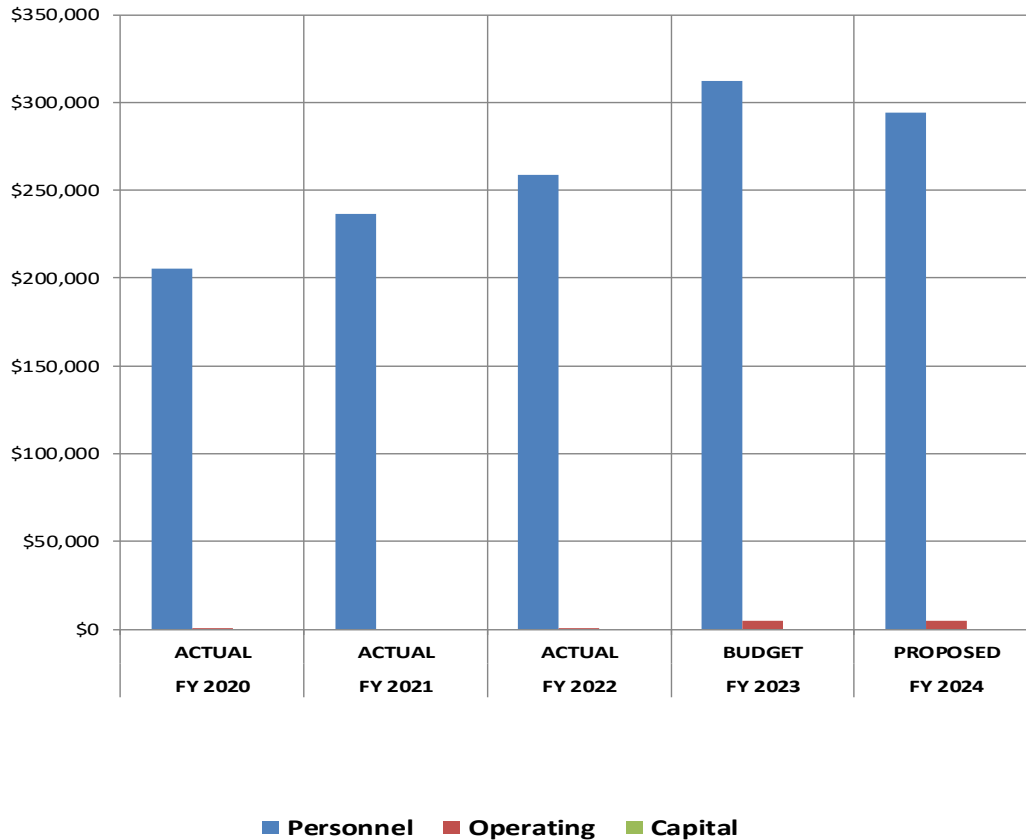
To enforce parking codes and ordinances of the City of New Carrollton, Prince George's County, and the State of Maryland in a thorough and efficient manner.

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.

SUMMARY OF EXPENDITURES



CITY OF NEW CARROLLTON, MARYLAND | FY 2024 BUDGET
 Expenditure by Objects & Program Classification
 FUNCTION—PUBLIC SAFETY | ACTIVITY—SUPPORT SERVICES

DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2024 PROPOSED	BUDGET FY 2023- 2024 PCT CHG
<u>PERSONNEL EXPENSES</u>						
Employee Services	\$144,768	\$171,548	\$167,051	\$185,000	\$185,000	0%
Overtime	2,258	1,347	399	2,000	1,500	-25%
F.I.C.A.	10,880	12,889	12,477	14,306	14,268	0%
Health Insurance	27,051	26,795	30,354	30,854	35,000	13%
Workers' Compensation	7,231	9,194	33,551	58,754	37,000	-37%
Retirement / Pension	11,597	13,502	13,501	20,000	20,000	0%
Life and LTD	1,451	1,468	1,310	1,600	1,600	0%
Total Personnel Expenses	\$205,236	\$236,743	\$258,643	\$312,513	\$294,368	-6%

	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2024 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
Total Police Support Service Positions	3	3	4	3	4

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 2024 BUDGET
 Expenditure by Objects & Program Classification
 FUNCTION—PUBLIC SAFETY | ACTIVITY— SUPPORT SERVICES

ACCOUNT NUMBER	DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2024 PROPOSED	BUDGET FY 2023-2024 PCT CHG
<u>OPERATING EXPENSES</u>							
01-3050-52530	Field Supplies	479	0	353	5,000	5,000	0%
Total Operating Expenses		\$479	\$0	\$353	\$5,000	\$5,000	0%

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 2024 BUDGET
 Expenditure by Objects & Program Classification
 FUNCTION—PUBLIC SAFETY | ACTIVITY— SUPPORT SERVICES

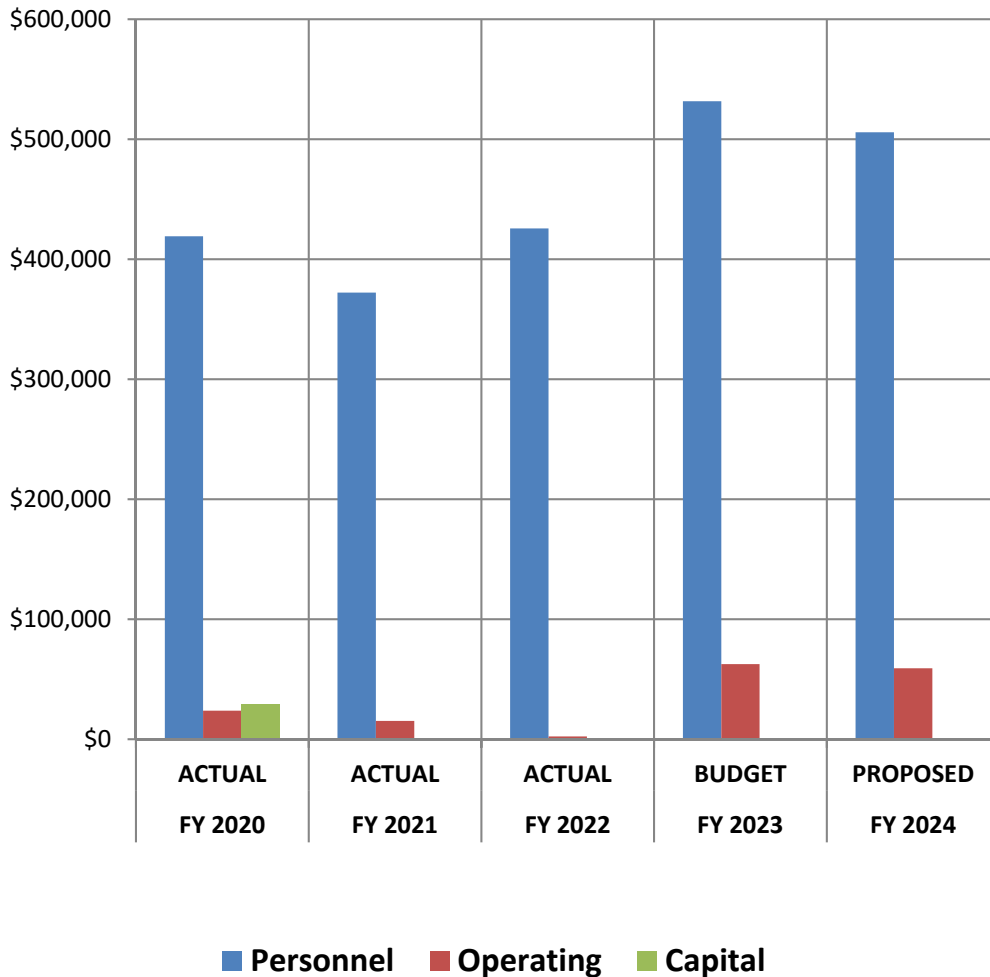
ACCOUNT NUMBER	DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2024 PROPOSED	BUDGET FY 2023-2024 PCT CHG
<u>CAPITAL OUTLAY</u>							
01-3050-57360	Vehicle Equipment					\$0	
Total Capital Expenses		\$0	\$0	\$0	\$0	\$0	
TOTAL POLICE DEPARTMENT SUPPORT SERVICES		\$205,715	\$236,743	\$258,996	\$317,513	\$299,368	-6%

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.

SUMMARY OF EXPENDITURES



CITY OF NEW CARROLLTON, MARYLAND | FY 2024 BUDGET
 Expenditure by Objects & Program Classification
 FUNCTION—ADMINISTRATION | ACTIVITY—CODE ENFORCEMENT

ACCOUNT NUMBER	DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2024 PROPOSED	BUDGET FY 2023-2024 PCT CHG
<u>PERSONNEL EXPENSES</u>							
01-2510-45400	Employee Services	\$290,457	\$247,653	\$298,559	\$342,000	\$338,000	-1%
01-2510-45650	Overtime - Employee Services	11,389	5,973	1,164	3,000	3,000	0%
01-2510-46300	F.I.C.A.	22,256	19,678	22,017	26,393	26,600	1%
01-2510-46500	Health Insurance	63,122	58,339	72,110	103,900	73,000	-30%
01-2510-47000	Workers' Compensation	11,638	14,138	9,482	16,606	23,580	42%
01-2510-48000	Retirement / Pension	17,510	24,366	19,731	37,278	38,800	4%
01-2510-48010	Life and LTD	2,808	2,046	2,547	2,500	2,800	12%
01-2510-48500	Unemployment	0	-	-	-	-	
Total Personnel Expenses		\$419,180	\$372,192	\$425,610	\$531,676	\$505,780	-5%

<u>POSITIONS</u>	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 BUDGET	BUDGET FY 2024 PROPOSED
<u>Full-Time</u>					
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
<u>Part-Time</u>					
Code Enforcement Officer	1	1	1	1	0
Total Part-Time	1	1	1	1	0
<u>Total Code Enforcement Positions</u>	6	6	6	6	5

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 2024 BUDGET
 Expenditure by Objects & Program Classification
 FUNCTION—ADMINISTRATION | ACTIVITY—CODE ENFORCEMENT

ACCOUNT NUMBER	DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2024 PROPOSED	BUDGET FY 2023-2024 PCT CHG
OPERATING EXPENSES							
01-2510-50200	Computer Support & Software License	3,994	-	-	5,000	3,000	-40%
01-2510-50820	Property Clean-Up	-	-	-	2,500	2,500	0%
01-2510-52130	Vehicle Operations & Maintenance	3,540	850	-	1,000	2,500	150%
01-2510-52140	Vehicle Gasoline Use	2,587	1,013	-	3,000	4,500	50%
01-2510-52190	Insect & Mosquito Control	1,754	1,122	1,808	2,600	2,500	-4%
01-2510-52500	Computer Supplies		-	-	2,000	2,000	0%
01-2510-52520	Office Supplies & Printing	5,143	4,860	-	6,000	3,500	-42%
01-2510-52530	Field Supplies		1,688	593	2,500	3,000	20%
01-2510-52540	Signs, Notices & Permits		743	-	2,000	2,000	0%
01-2510-53510	Dues & Subscriptions	335	265	-	2,000	2,000	0%
01-2510-53520	Employee Training	544	2,066	-	12,000	12,000	0%
01-2510-53540	Travel & Meetings	325	1,414	-	12,000	13,000	8%
01-2510-53570	Uniforms/Apparel	760	242	-	2,000	2,000	0%
01-2510-54020	Cell Phones	3,348	777	-	5,000	2,500	-50%
01-2510-54021	GPS Tracking	1,084	279	-	-	-	
01-2510-54445	Community Promotions	312	-	-	2,500	2,000	-20%
01-2510-54550	Miscellaneous	158	-	-	500	200	-60%
Total Operating Expenses		\$23,883	\$15,319	\$2,401	\$62,600	\$59,200	-5%

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 2024 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—ADMINISTRATION | ACTIVITY—CODE ENFORCEMENT

ACCOUNT NUMBER	DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2024 PROPOSED	BUDGET FY 2023-2024 PCT CHG
<u>CAPITAL OUTLAY</u>							
01-2510-571000	Vehicle	29,570					
01-2510-58110	Code Enforcement Software						
Total Capital Expenses		\$29,570	\$0	\$0	\$0	\$0	
TOTAL CODE ENFORCEMENT		\$472,633	\$387,510	\$428,011	\$594,276	\$564,980	-5%

CITY OF NEW CARROLLTON, MARYLAND | FY 2024 BUDGET

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

FUNCTION—ADMINISTRATION | 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



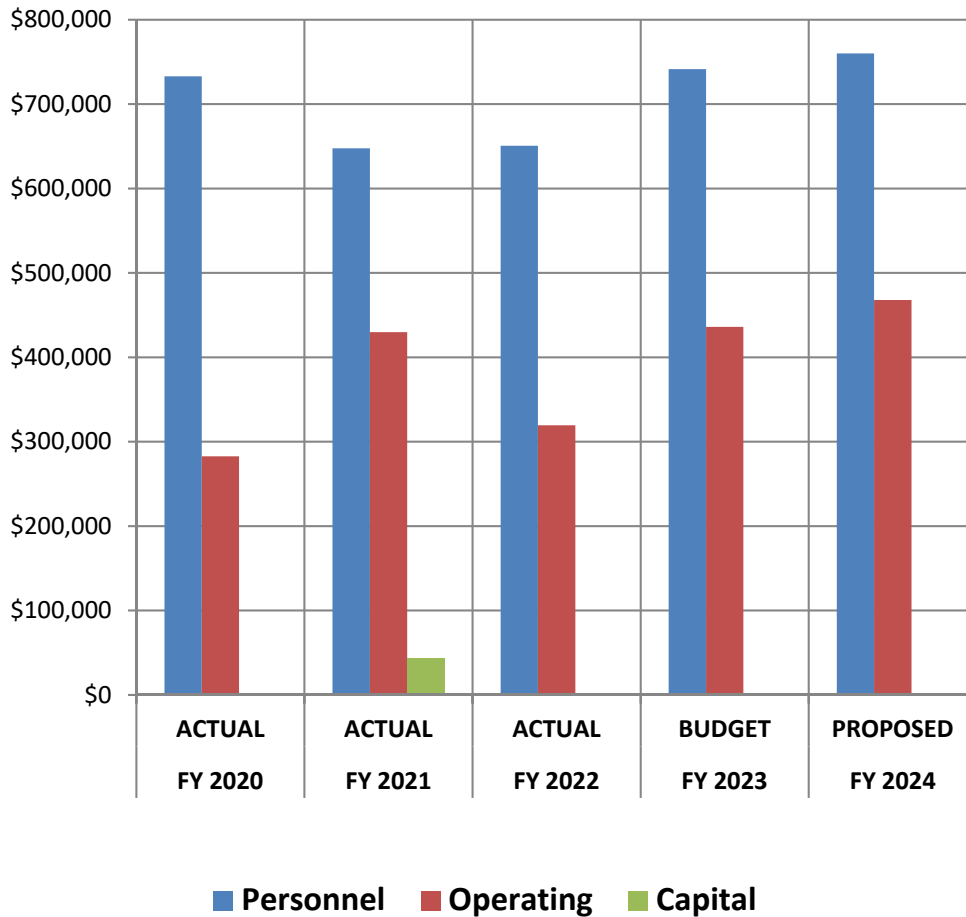
PUBLIC WORKS ADMINISTRATION: GENERAL MANAGEMENT

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.

SUMMARY OF EXPENDITURES



CITY OF NEW CARROLLTON, MARYLAND | FY 2024 BUDGET
 Expenditure by Objects & Program Classification
 FUNCTION—PUBLIC WORKS | ACTIVITY—ADMINISTRATION

ACCOUNT NUMBER	DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2024 PROPOSED	BUDGET FY 2023-2024 PCT CHG
<u>PERSONNEL EXPENSES</u>							
01-3510-45300	Public Works Director	\$88,577	\$103,889	\$101,443	\$112,000	\$112,000	0%
01-3510-45400	Employee Services	404,406	357,980	354,660	403,000	365,000	-9%
01-3510-45470	COVID Payroll Expenses	16,457	0	0	0		
01-3510-45650	Overtime	41,985	6,602	2,561	7,000	8,500	21%
01-3510-46300	F.I.C.A.	39,650	35,569	33,667	39,933	42,900	7%
01-3510-46500	Health Insurance	77,326	77,050	83,025	97,000	138,100	42%
01-3510-47000	Workers' Compensation	21,046	23,920	12,114	21,213	25,500	20%
01-3510-48000	Retirement / Pension	39,361	38,651	59,167	56,290	63,000	12%
01-3510-48010	Life and LTD	4,076	3,968	4,046	5,000	5,000	0%
Total Personnel Expenses		\$732,885	\$647,629	\$650,683	\$741,436	\$760,000	3%

	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2024 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	0
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	8

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 2024 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—PUBLIC WORKS | ACTIVITY—ADMINISTRATION

ACCOUNT NUMBER	DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2024 PROPOSED	BUDGET FY 2023-2024 PCT CHG
<u>OPERATING EXPENSES</u>							
01-3510-50200	Computer & IT Support		\$2,159	\$2,743	\$5,000	\$5,000	0%
01-3510-50220	Dossier Fleet Management System		\$12,721	\$0	\$0	\$7,500	100%
01-3510-50330	Temporary Laborer Support		\$59,653	\$24,147	50,000	50,000	0%
01-3510-50470	COVID Related Expenses	2,065	0	0	0	0	
01-3510-50700	General Liability Insurance	\$3,085	\$14,550	\$12,012	15,000	17,000	13%
01-3510-50710	Auto Insurance	24,552	26,297	764	26,000	26,000	0%
01-3510-50750	Equipment Maintenance Contracts	\$6,767	\$5,056	\$5,355	6,500	6,500	0%
01-3510-50760	Office Equipment Maintenance Contracts	510	1,747	1,678	2,000	2,000	0%
01-3510-51000	Preventive Vehicle Repair & Maint. Contract	\$18,986	\$23,323	\$13,173	25,000	25,000	0%
01-3510-52100	Building Maintenance & Repair	15,931	40,494	23,834	40,000	40,000	0%
01-3510-52110	Office Equipment Maint. & Repair		\$0	\$0	2,500	2,500	0%
01-3510-52130	Vehicle Operation & Maintenance	75,925	96,089	71,111	100,000	90,000	-10%
01-3510-52140	Vehicle Gasoline Use	\$43,397	\$60,264	\$71,643	65,000	85,000	31%
01-3510-52200	Gasoline Tank Maintenance	2,586	5,515	7,364	5,000	6,000	20%
01-3510-52500	Computer Supplies	\$1,476	\$0	\$150	1,000	1,000	0%
01-3510-52510	Pantry Supplies	2,166	1,877	1,878	2,000	2,500	25%
01-3510-52520	Office Supplies & Printing	\$3,793	\$2,114	\$2,879	3,000	3,500	17%
01-3510-52550	Janitorial Supplies	3,863	4,352	4,821	5,000	5,500	10%
01-3510-53120	Safety Supplies	\$3,901	\$1,709	\$1,396	3,000	3,000	0%
01-3510-53510	Dues & Subscriptions	981	1,079	1,354	1,500	2,000	33%
01-3510-53520	Employee Training	\$560	\$1,122	\$1,195	2,500	3,500	40%
01-3510-53540	Travel & Meetings	971	2,646	2,780	3,500	3,500	0%
01-3510-53550	Employee Physicals DOT	\$390	\$688	\$743	2,000	2,000	0%
01-3510-53560	Employee Gifts/Spec Occasions	2,968	1,460	2,930	2,000	2,000	0%
01-3510-53570	Uniforms	\$24,386	\$22,889	\$25,143	25,000	25,000	0%
01-3510-54010	Telephones	3,179	3,082	3,602	3,000	3,500	17%
01-3510-54020	Cell Phones	\$2,615	\$1,856	\$1,096	2,000	2,000	0%
01-3510-54021	GPS Tracking	7,803	3,660	0	0	0	
01-3510-54050	Utility - Electricity	\$8,204	\$10,560	\$11,956	15,000	20,000	33%
01-3510-54060	Utility - Natural Gas	8,979	8,333	10,608	10,000	12,000	20%
01-3510-54070	Utility - Water	\$10,772	\$11,788	\$12,624	12,000	13,000	8%
01-3510-54445	Community Promotion	586	896	428	1,000	1,000	0%
01-3510-54550	Miscellaneous	\$1,279	\$1,873	\$155	500	500	0%
Total Operating Expenses		\$282,676	\$429,853	\$319,562	\$436,000	\$468,000	7%

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 2024 BUDGET
 Expenditure by Objects & Program Classification
 FUNCTION—PUBLIC WORKS | ACTIVITY—ADMINISTRATION

ACCOUNT NUMBER	DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2024 PROPOSED	BUDGET FY 2023-2024 PCT CHG
<u>CAPITAL OUTLAY</u>							
01-3510-57011	Building Improvements	-	-	-	-	-	
01-3510-57100	Vehicle	-	43,000	-	-	-	
01-3510-57441	Fuel Pump & System	-	-	-	-	-	
Total Capital Expenses		\$0	\$43,000	\$0	\$0	\$0	
TOTAL PUBLIC WORKS ADMINISTRATION		\$1,015,561	\$1,120,481	\$970,245	\$1,177,436	\$1,228,000	4%

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.

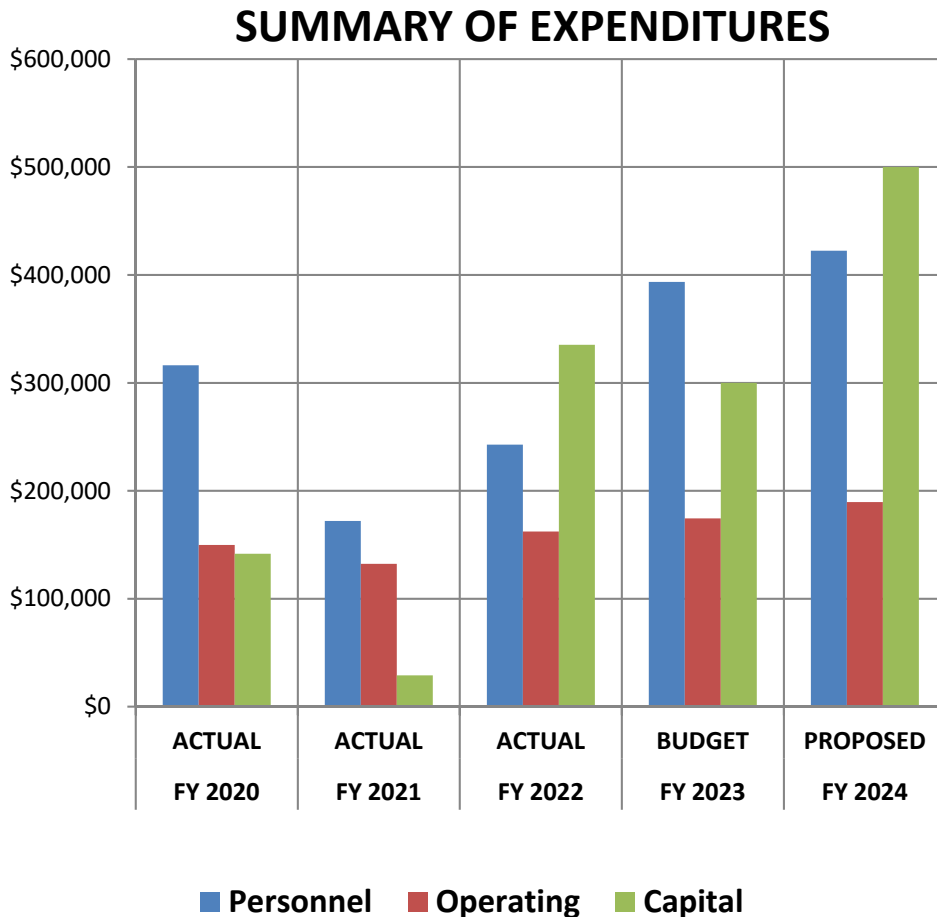
01-3510-57441 **Fuel Pump System:** Purchase of new fuel pump and system.

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 2024 BUDGET
 Expenditure by Objects & Program Classification
 FUNCTION—PUBLIC WORKS | ACTIVITY— INFRASTRUCTURE MAINTENANCE

ACCOUNT NUMBER	DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2024 PROPOSED	BUDGET FY 2023-2024 PCT CHG
PERSONNEL EXPENSES							
01-3610-45400	Employee Services	\$185,072	\$82,892	\$134,557	\$234,000	\$245,500	5%
01-3610-45650	Overtime	20,236	271	2,385	4,000	4,000	0%
01-3610-45670	Snow Removal O.T.	2,752	27,787	24,056	30,000	30,000	0%
01-3610-46300	F.I.C.A.	15,105	5,960	10,482	20,502	22,500	10%
01-3610-46500	Health Insurance	65,592	33,196	47,140	65,000	75,000	15%
01-3610-47000	Workers' Compensation	10,086	9,149	6,851	11,998	13,200	10%
01-3610-48000	Retirement / Pension	15,712	11,794	15,640	25,576	29,000	13%
01-3610-48010	Life and LTD	1,792	944	1,623	2,500	3,200	28%
Total Personnel Expenses		\$316,348	\$171,994	\$242,734	\$393,576	\$422,400	7%

	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2024 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 Positions	5	5	4	4	5

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 2024 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—PUBLIC WORKS | ACTIVITY— INFRASTRUCTURE MAINTENANCE

ACCOUNT NUMBER	DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2024 PROPOSED	BUDGET FY 2023-2024 PCT CHG
OPERATING EXPENSES							
01-3610-51110	Landfill Fees	14,124	3,108	8,125	15,000	15,000	0%
01-3610-51210	Street Lighting	91,389	85,345	103,543	95,000	105,000	11%
01-3610-51215	Street Light Improvements		0	0	5,000	5,000	0%
01-3610-52120	Board Up Services		192	0	1,000	1,000	0%
01-3610-52150	Operating Equipment & Parts	949	357	38	5,000	5,000	0%
01-3610-52180	Equipment Rental	599	358	396	1,000	1,000	0%
01-3610-52560	Traffic Safety Supplies	3,635	4,063	2,591	5,000	5,000	0%
01-3610-53000	Street & Storm Drain Maint. Materials	3,413	3,071	8,301	6,500	6,500	0%
01-3610-53100	Snow Removal Supplies	6,934	5,567	9,530	10,000	10,000	0%
01-3610-53130	Small Tools	743	965	149	1,000	1,000	0%
01-3610-54120	Shared Street Sweeper	28,033	29,336	29,596	30,000	35,000	17%
Total Operating Expenses		\$149,819	\$132,363	\$162,269	\$174,500	\$189,500	9%

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 2024 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—PUBLIC WORKS | ACTIVITY— INFRASTRUCTURE MAINTENANCE

ACCOUNT NUMBER	DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2024 PROPOSED	BUDGET FY 2023-2024 PCT CHG
<u>CAPITAL OUTLAY</u>							
01-3610-57120	Vehicle-Street Sweeper						
01-3610-57450	Salt Spreader			6,000	-	-	
01-3610-58500	Street Repairs	-	28,954	241,372	150,000	350,000	133%
01-3610-58520	Sidewalk Repairs	141,694		87,893	150,000	150,000	0%
01-3610-58521	Highway Maintenance Equipment						
Total Capital Expenses		\$141,694	\$28,954	\$335,265	\$300,000	\$500,000	67%
TOTAL PUBLIC WORKS INFRASTRUCTURE MAINT.		\$607,861	\$333,310	\$740,268	\$868,076	\$1,111,900	28%

CAPITAL OUTLAY

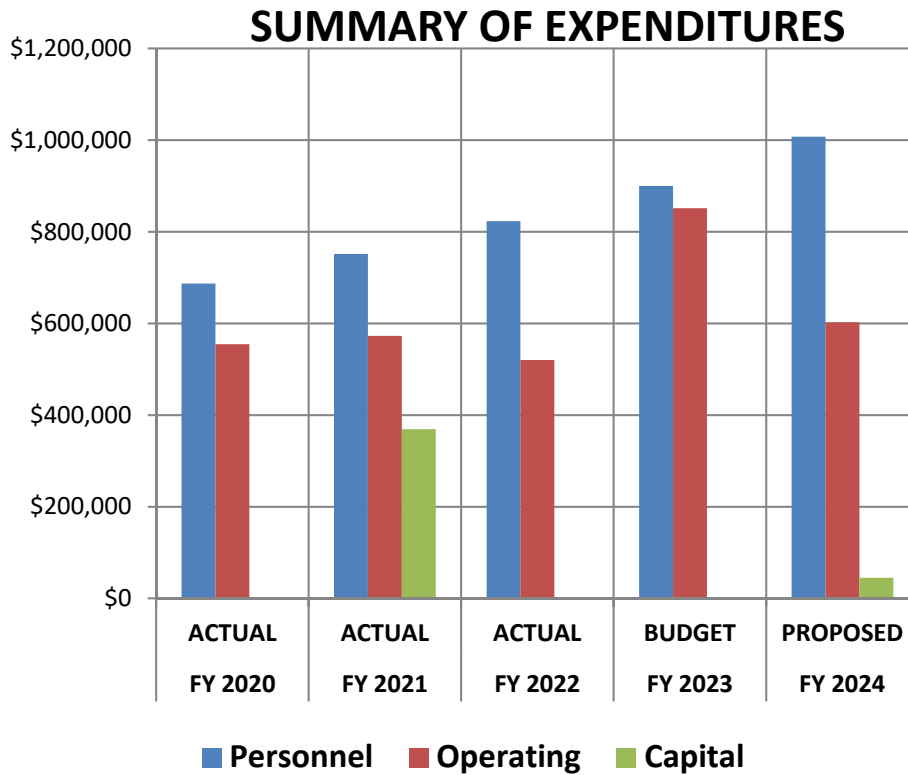
- 01-3610-57100** **Dump Truck:** Purchase of one new dump truck.
- 01-3610-57120** **Vehicle-Street Sweeper:** Purchase of a street sweeper in collaboration with four other cities by paying 25% of the total cost.
- 01-3610-57450** **Salt Spreader:** Purchase of a salt spreader for pickup truck.
- 01-3610-58500** **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 2024 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—PUBLIC WORKS | ACTIVITY—SANITATION

ACCOUNT NUMBER	DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2024 PROPOSED	BUDGET FY 2023-2024 PCT CHG
PERSONNEL EXPENSES							
01-3710-45400	Employee Services	\$435,574	\$524,442	\$550,764	\$575,000	\$618,000	7%
01-3710-45650	Overtime	37,358	3,000	4,779	5,000	10,000	100%
01-3710-46300	F.I.C.A.	36,908	40,188	41,934	44,370	48,000	8%
01-3710-46500	Health Insurance	109,746	111,123	134,594	161,000	202,400	26%
01-3710-47000	Workers' Compensation	25,453	29,553	26,437	46,297	53,240	15%
01-3710-48000	Retirement / Pension	37,342	39,129	60,171	62,848	70,000	11%
01-3710-48010	Life and LTD	4,807	4,174	4,327	5,500	6,000	9%
Total Personnel Expenses		\$687,189	\$751,609	\$823,006	\$900,015	\$1,007,640	12%

	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 BUDGET	BUDGET FY 2024 PROPOSED
POSITIONS-FULL TIME					
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

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 2024 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—PUBLIC WORKS | ACTIVITY—SANITATION

ACCOUNT NUMBER	DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2024 PROPOSED	BUDGET FY 2023-2024 PCT CHG
<u>OPERATING EXPENSES</u>							
01-3710-50330	Temporary Labor Support	50,353	-	-	-	-	
01-3710-50500	Condo Refuse Collection Contract	144,745	155,844	111,023	150,000	155,000	3%
01-3710-50550	Recycling Contract	130,621	166,876	158,472	172,000	183,000	6%
01-3710-51100	Landfill Fees - County	209,122	234,240	235,474	240,000	240,000	0%
01-3710-51115	Compost Fees	13,007	13,476	7,974	14,000	14,000	0%
01-3710-52570	Sanitation Supplies	6,800	1,713	7,217	275,000	10,000	-96%
01-3710-54550	Miscellaneous	189	718	-	500	500	0%
Total Operating Expenses		\$554,838	\$572,867	\$520,160	\$851,500	\$602,500	-29%

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 2024 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—PUBLIC WORKS | ACTIVITY—SANITATION

ACCOUNT NUMBER	DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2024 PROPOSED	BUDGET FY 2023-2024 PCT CHG
<u>CAPITAL OUTLAY</u>							
01-3710-57140	Packer	0	369,219	0	0	0	
01-3710-57150	Vehicle - Pickup Truck					45,000	100%
Total Capital Expenses		\$0	\$369,219	\$0	\$0	\$45,000	100%
TOTAL PUBLIC WORKS SANITATION		\$1,242,027	\$1,693,695	\$1,343,166	\$1,751,515	\$1,655,140	-6%

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.

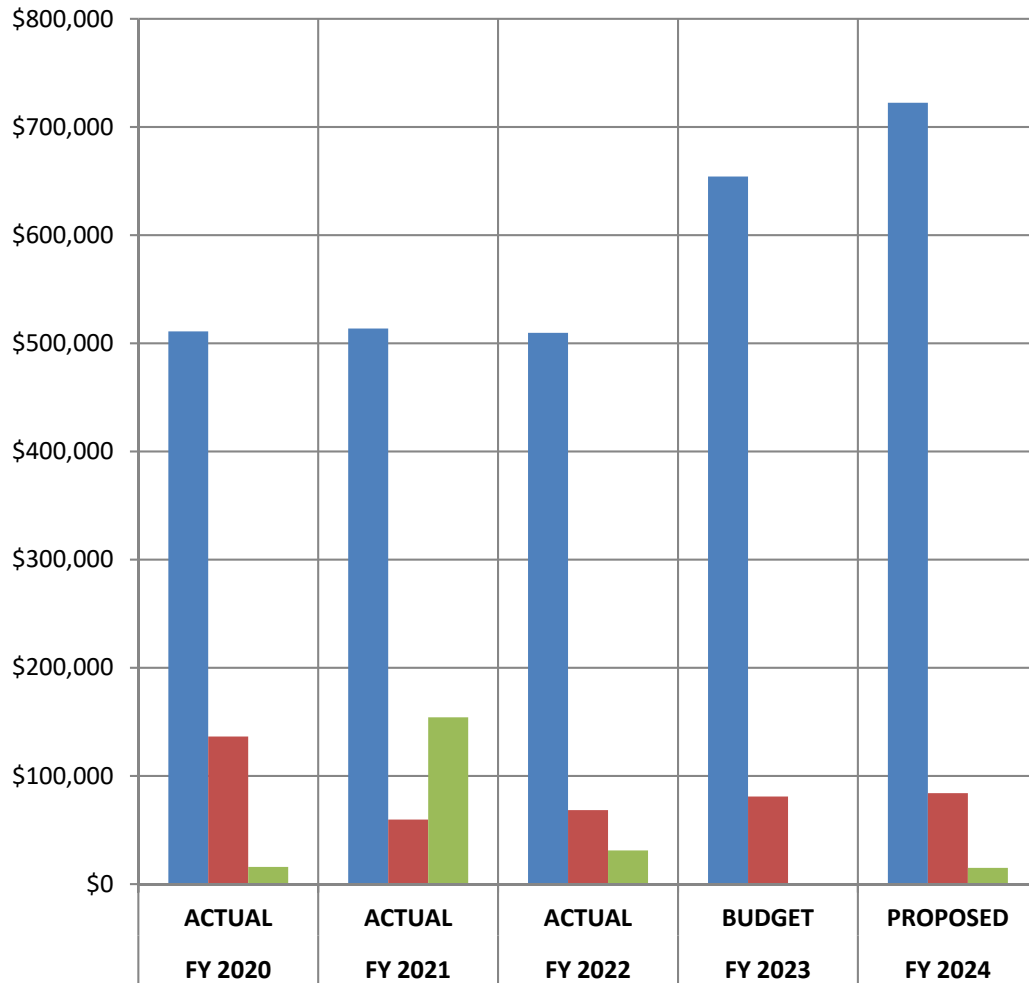
PUBLIC WORKS GROUNDS MAINTENANCE: URBAN FORESTRY MANAGEMENT

MISSION STATEMENT: 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.

SUMMARY OF EXPENDITURES



■ Personnel
 ■ Operating
 ■ Capital

CITY OF NEW CARROLLTON, MARYLAND | FY 2024 BUDGET

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

FUNCTION—PUBLIC WORKS | ACTIVITY—GROUNDS MAINTENANCE

ACCOUNT NUMBER	DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2024 PROPOSED	BUDGET
							FY 2023-2024 PCT CHG
PERSONNEL EXPENSES							
01-3810-45400	Employee Services	\$332,110	\$363,093	\$341,465	\$431,000	\$465,000	8%
01-3810-45650	Overtime	24,397	2,429	909	5,000	5,000	0%
01-3810-46300	F.I.C.A.	26,349	27,934	25,765	33,354	37,000	11%
01-3810-46500	Health Insurance	70,587	64,453	70,419	96,000	120,000	25%
01-3810-47000	Workers' Compensation	18,638	19,817	21,541	37,723	40,890	8%
01-3810-48000	Retirement / Pension	35,220	33,235	46,686	47,108	50,000	6%
01-3810-48010	Life and LTD	3,738	2,671	2,833	4,100	4,500	10%
Total Personnel Expenses		\$511,039	\$513,632	\$509,618	\$654,285	\$722,390	10%

	FY 2020	FY 2021	FY 2022	FY 2023	BUDGET
	ACTUAL	ACTUAL	ACTUAL	BUDGET	FY 2024 PROPOSED
Full-Time					
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	0
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	8

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 2024 BUDGET
 Expenditure by Objects & Program Classification
 FUNCTION—PUBLIC WORKS | ACTIVITY—GROUNDS MAINTENANCE

ACCOUNT NUMBER	DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2024 PROPOSED	BUDGET FY 2023-2024 PCT CHG
<u>OPERATING EXPENSES</u>							
01-3810-50330	Temporary Labor Support	82,131	-	-	-	-	
01-3810-51130	Parks Contractual	6,215	15,830	16,400	20,000	20,000	0%
01-3810-52160	Playground Equipment Maintenance	4,429	746	1,840	2,000	2,000	0%
01-3810-52180	Equipment Rental	7,668	8,025	7,148	10,000	10,000	0%
01-3810-52210	Operating Equip Repair & Maintenance	5,024	5,889	6,695	8,000	8,000	0%
01-3810-53130	Small Tools	4,594	4,413	4,895	7,500	7,500	0%
01-3810-54250	Parks, Fields & Tree Maintenance	25,337	22,426	30,771	30,000	33,000	10%
01-3810-54260	Curb Trees	482	2,130	320	2,000	2,000	0%
01-3810-54270	Community Garden	586	122	264	1,500	1,500	0%
Total Operating Expenses		\$136,465	\$59,581	\$68,333	\$81,000	\$84,000	4%

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 2024 BUDGET
 Expenditure by Objects & Program Classification
 FUNCTION—PUBLIC WORKS | ACTIVITY—GROUNDS MAINTENANCE

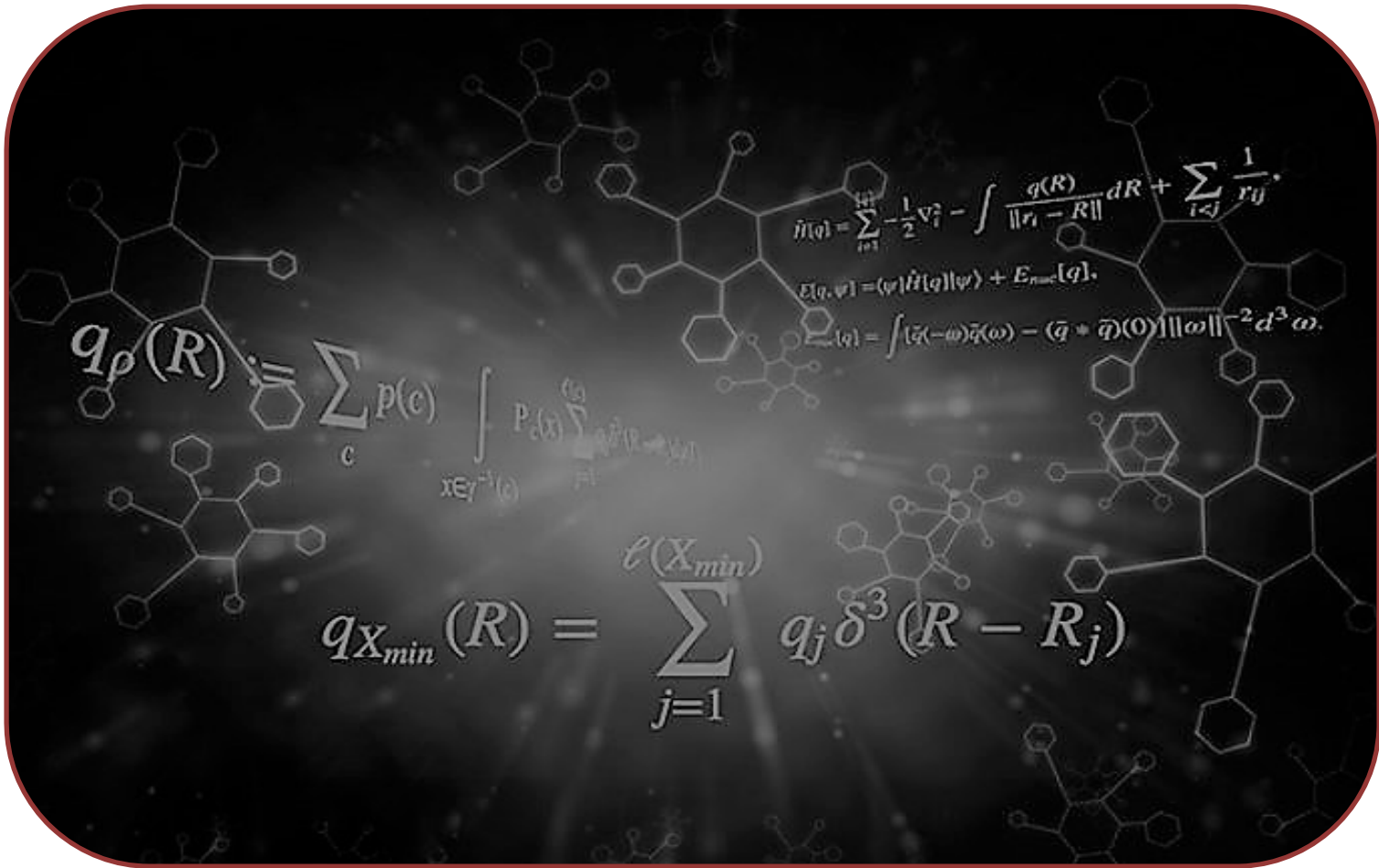
ACCOUNT NUMBER	DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2024 PROPOSED	BUDGET FY 2023-2024 PCT CHG
CAPITAL OUTLAY							
01-3810-57140	Boom Truck	\$0	\$141,069	\$0	\$0	\$0	
01-3810-57380	Mowers	7,359	8,799	0	0		
01-3810-58140	Trailer					15,000	
01-3810-58397	Frenchman's Creek	8,456	4,305	31,053	0		
Total Capital Expenses		\$15,815	\$154,173	\$31,053	\$0	\$15,000	100%
TOTAL PUBLIC WORKS GROUNDS MAINTENANCE		\$663,319	\$727,386	\$609,004	\$735,285	\$821,390	12%

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

NOTE: ALL STATISTICAL & SUPPORT INFORMATION IS CURRENTLY BEING UPDATED.



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

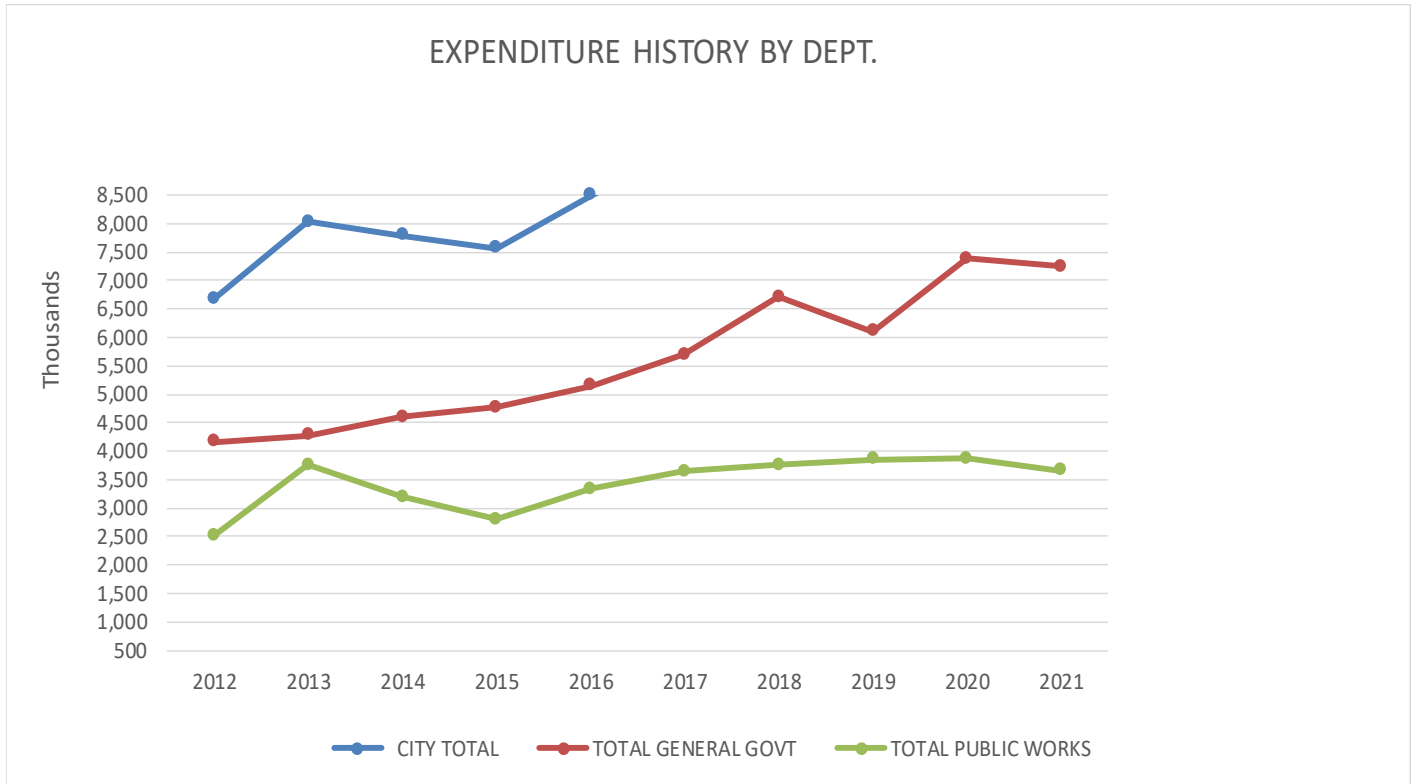
APPENDIX G - EXPENDITURES BY CATEGORY FY 2014 THRU 2018

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

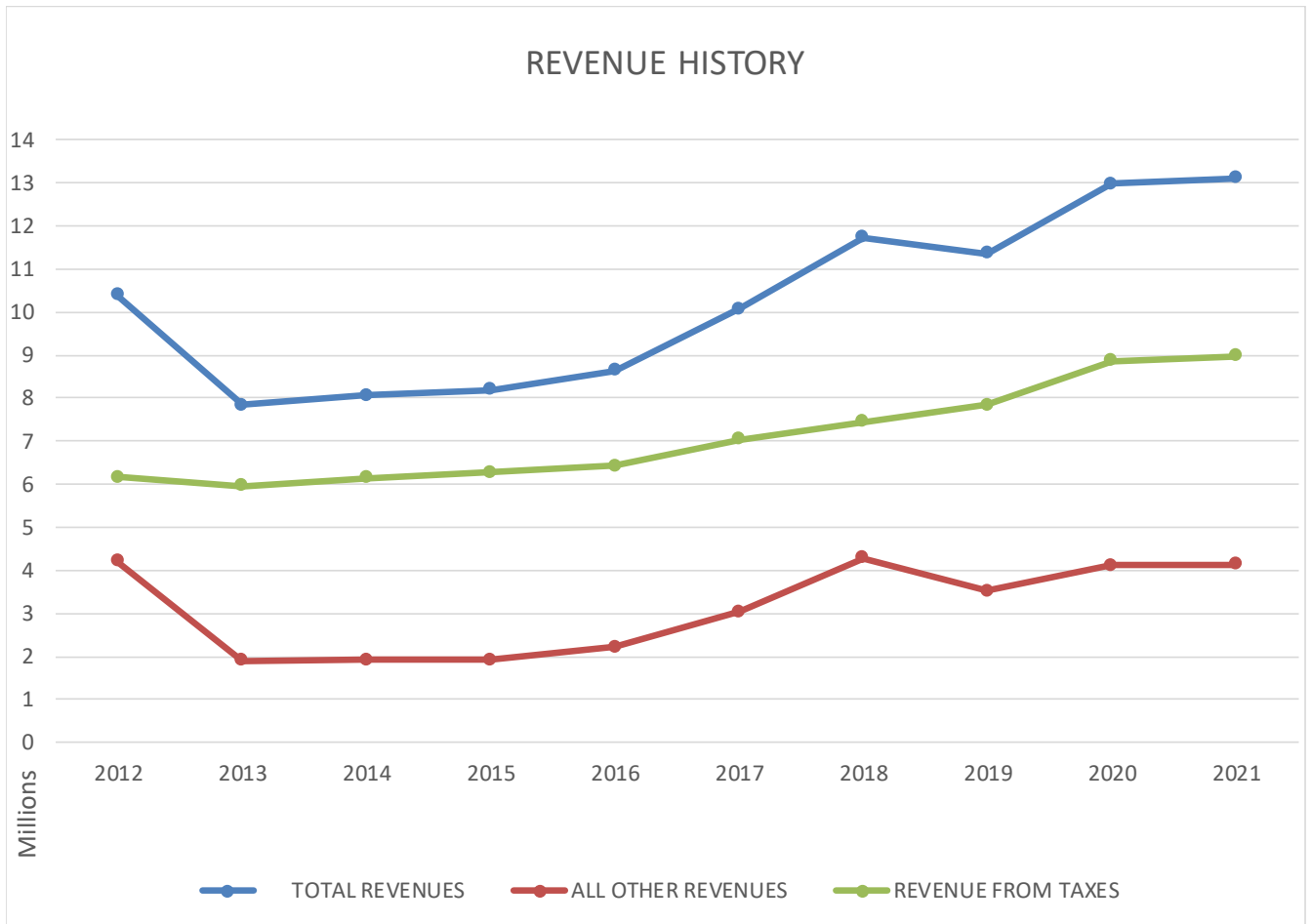
FISCAL YEAR	PUBLIC WORKS ADMIN	INFRA-STRUCTURE	SANITATION	PUBLIC WORKS GRD MAINT	TOTAL PUBLIC WORKS	GENERAL GOVT	PUBLIC HEALTH CODE ENF	PUBLIC SAFETY POLICE	WEIN-BACH FUND	DEBT SERVICE	TOTAL GENERAL GOVT	CITY TOTAL
2012	465,722	357,989	972,501	721,194	2,517,406	1,336,976	397,513	2,042,737	2,000	388,990	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	1,120,481	333,310	1,693,695	727,386	3,874,873	2,514,560	387,510	4,136,643	9,000	334,612	7,382,326	11,257,199
2021	970,245	740,268	1,343,166	609,004	3,662,683	2,266,861	428,011	4,210,872	3,750	335,560	7,245,054	10,907,737



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
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	8,859,182	182,835	87,668	961,860	20,224	2,856,471	4,109,058	12,968,240
2021	8,964,842	190,593	0	599,852	17,815	3,326,142	4,134,402	13,099,244

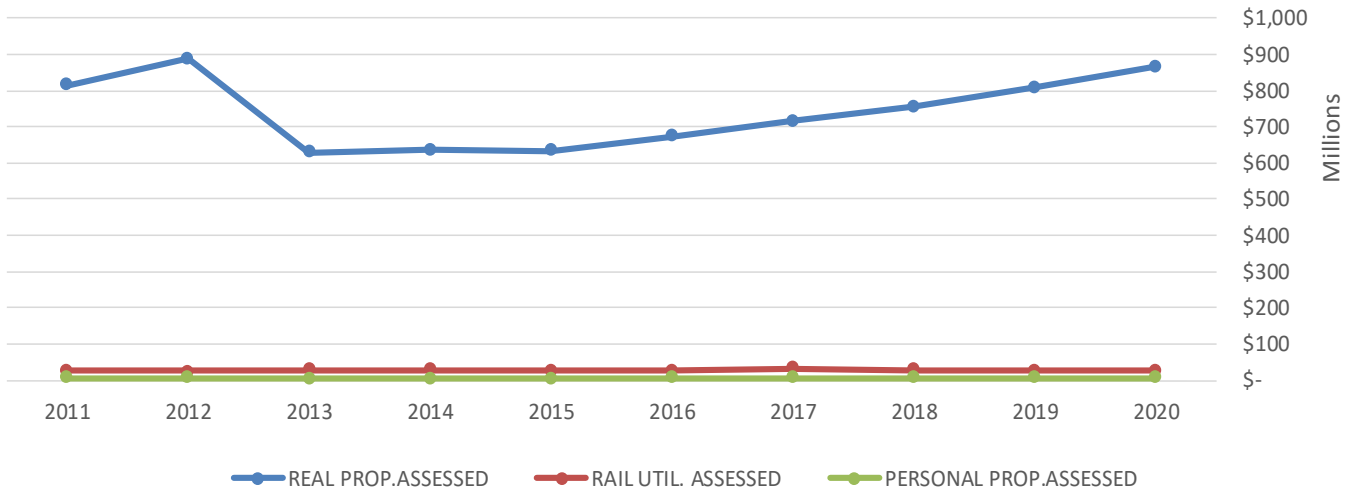


APPENDIX C

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	ASSESSED VALUE	ESTIMATED	ASSESSED VALUE	ESTIMATED	ASSESSED VALUE	ESTIMATED
		RETAIL VALUE		RETAIL VALUE		RETAIL VALUE		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



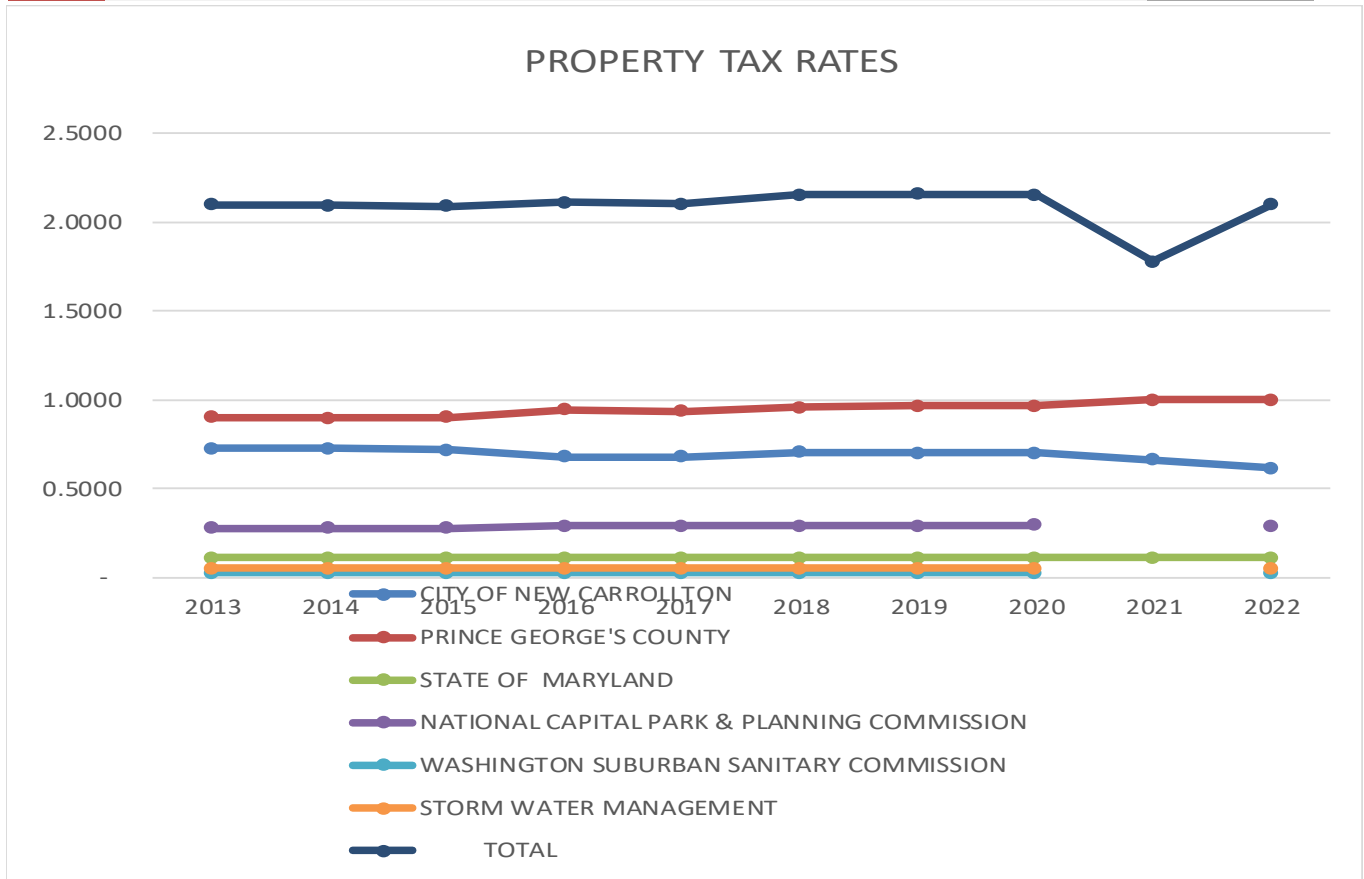
Notes

- 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

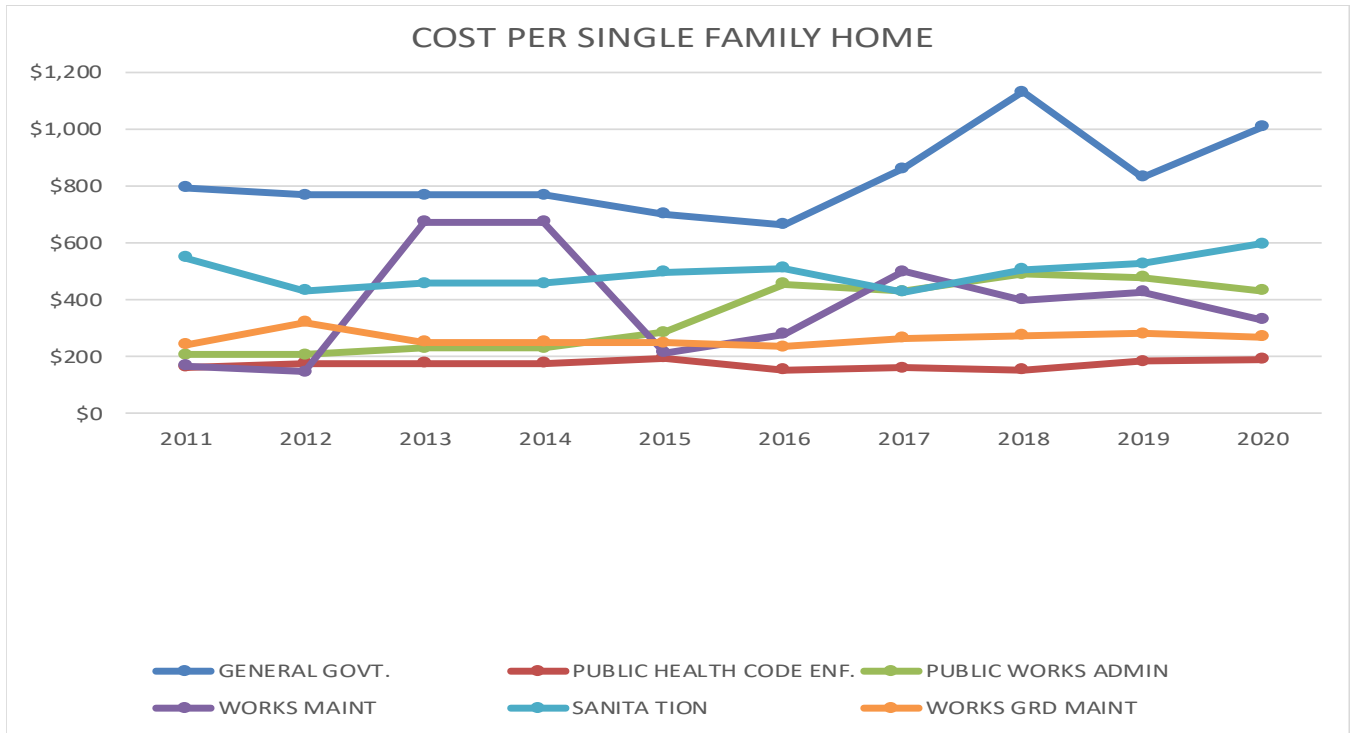
FISCAL YEAR	CITY OF NEW CARROLLTON	PRINCE GEORGE'S COUNTY	STATE OF MARYLAND	MARYLAND NATIONAL CAPITAL PARK & PLANNING COMMISSION	WASHINGTON SUBURBAN SANITARY COMMISSION	STORM WATER MANAGEMENT	TOTAL
2011	\$0.5180	\$0.8998	\$0.1120	\$0.2790	\$0.0260	\$0.0540	1.8888
2012	0.5167	0.9054	0.1120	0.2790	0.0260	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
2021	0.6652	1.0000	0.1120				1.7772
2022	0.6154	1.0000	0.1120	0.2940	0.0260	0.0540	2.1014



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	1,008	190	1,872	3,071	431	329	597	271	1,629	4,699



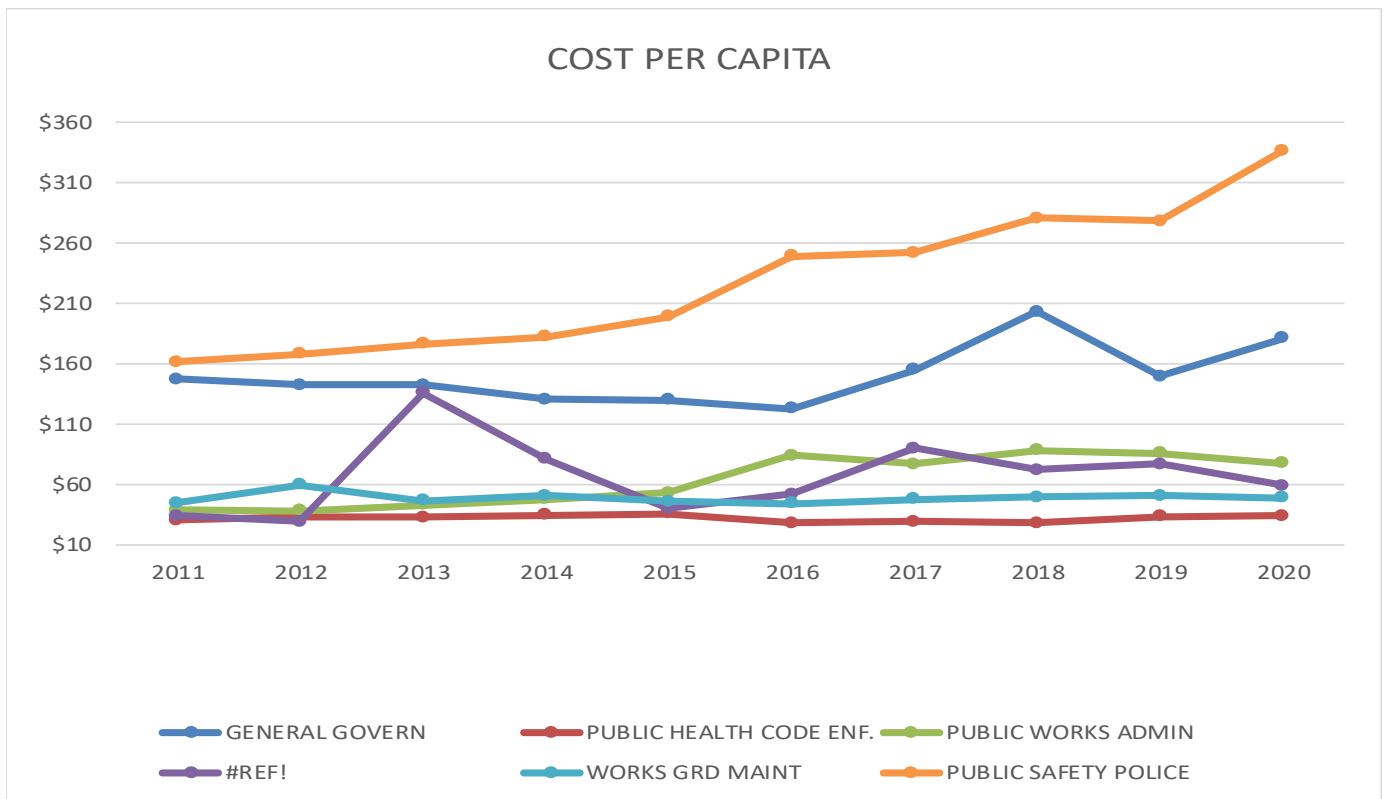
Notes

- 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	181	34	336	552	78	59	107	49	293	845



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 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2024 PROPOSED
GENERAL GOVERNMENT					
<u>Mayor & Council</u>					
Personnel	\$36,669	\$50,371	\$44,257	\$48,330	\$48,480
Operations	36,198	71,289	38,490	63,000	59,000
Capital	92,362	87,668	71,108	200,000	-
Sub-Total	165,229	209,329	153,855	311,330	107,480
<u>G.G. Administration</u>					
Personnel	858,627	795,943	915,994	1,078,582	1,182,018
Operations	570,577	488,990	842,423	4,809,813	678,212
Capital	33,188	37,415	29,660	200,569	7,500
Sub-Total	1,462,392	1,322,348	1,788,077	6,088,964	1,867,730
<u>Economic Development</u>					
Personnel	-	-	-	-	-
Operations	3,246	100,000	1,553	9,500	5,500
Capital	-	-	-	-	-
Sub-Total	3,246	100,000	1,553	9,500	5,500
<u>Finance & Accounting</u>					
Personnel	218,584	186,373	239,038	263,215	339,327
Operations	79,134	696,510	84,338	107,300	132,100
Capital	-	-	-	-	20,000
Sub-Total	297,717	882,883	323,376	370,515	491,427
<u>Code Enforcement</u>					
Personnel	419,180	372,192	425,610	531,676	535,755
Operations	23,883	15,319	2,401	62,600	59,200
Capital	29,570	-	-	-	-
Sub-Total	472,633	387,510	428,011	594,276	594,955
TOTAL GENERAL GOVERNMENT	2,401,218	2,902,070	2,694,872	7,374,585	3,067,092

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

G.G.Administration					
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
Economic Development					
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
Finance & Accounting					
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
Code Enforcement					
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 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2024 PROPOSED
PUBLIC SAFETY					
<u>Police Administration</u>					
Personnel	1,064,786	1,035,457	959,674	1,138,216	1,108,393
Operations	642,246	751,580	1,069,725	605,760	900,750
Capital	43,980	2,855	-	-	-
Sub-Total	1,751,012	1,789,892	2,029,399	1,743,976	2,009,143
<u>Police Special Operation</u>					
Personnel	119,468	125,824	119,618	146,110	138,411
Operations	229,761	291,251	230,075	312,500	306,500
Capital	184,388	130,902	-	-	10,000
Sub-Total	533,617	547,977	349,693	458,610	454,911
<u>Police Patrol Service</u>					
Personnel	\$1,485,581	\$1,544,686	\$1,566,091	\$1,938,598	\$2,120,070
Operations	25,492	16,102	4,405	19,500	18,000
Capital	599	1,243	2,288	3,500	12,500
Sub-Total	1,511,672	1,562,031	1,572,784	1,961,598	2,150,570
<u>Police Support Services</u>					
Personnel	205,236	236,743	258,643	312,513	294,368
Operations	479	-	353	5,000	5,000
Capital	-	-	-	-	-
Sub-Total	205,715	236,743	258,996	317,513	299,368
TOTAL PUBLIC SAFETY	4,002,016	4,136,643	4,210,872	4,481,697	4,913,992

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
Police Patrol Service						
	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
Police Support Services						
	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

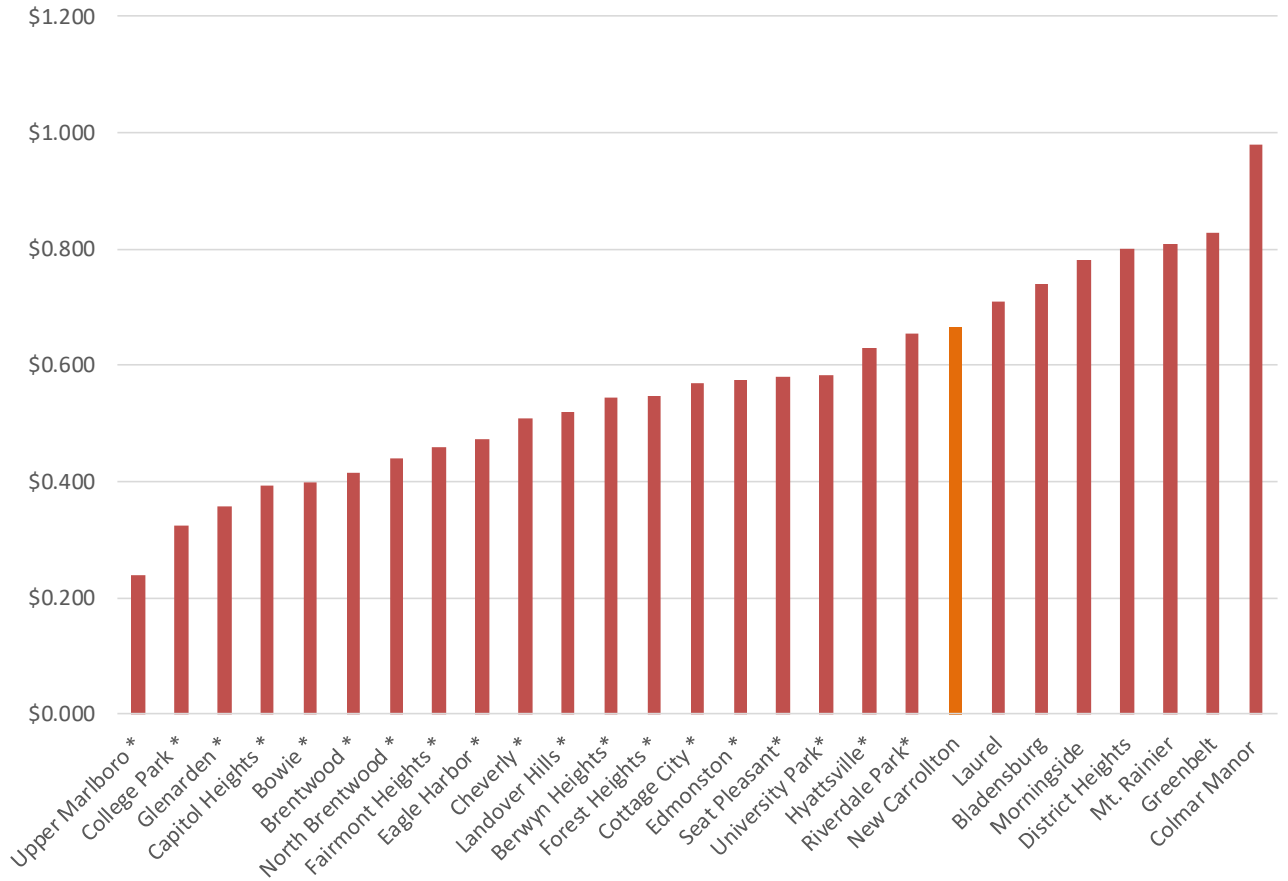
Municipal property taxes in Prince George's County range from \$0.24 to \$1.227 per \$100 of assessed valuation. The City of New Carrollton's tax rate is 20th out of twenty-seven County municipalities. The average rate \$0.60.

THIS INFORMATION IS CURRENTLY BEING UPDATED FO FY 2024

MUNICIPALITY	POPULATION	PER \$100	THE AVGERAGE
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

FY 2020
MUNICIPAL TAX RATES



THIS INFORMATION IS CURRENTLY BEING UPDATED FO FY 2024



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

TO BE UPDATED

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 2024 BUDGET
 CAPITAL OUTLAY

ACCOUNT NUMBER	DESCRIPTION	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2024 PROPOSED
GENERAL GOVERNMENT						
Mayor and Council						
01-1110-57011	Municipal Center Building Up	\$981,503	\$177,790	\$92,362		
Sub -Total		981,503	177,790	92,362	0	0
G.G. Administration						
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
Economic Development						
Sub -Total		0	0	0	0	0
Finance & Accounting						
01-2010-58050	Furniture & Fixtures	\$48				
Sub -Total		48	0	0	0	0
Code Enforcement						
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 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 BUDGET	FY 2024 PROPOSED
GENERAL GOVERNMENT						
Mayor and Council						
Sub -Total						
G.G. Administration						
Sub -Total						
Code Enforcement						
Sub -Total						

Sub -Total	
<u>Economic Development</u>	
	Sub
<u>Finance & Accounting</u>	01-2
	01-2
Sub -Total	
<u>Code Enforcement</u>	
	01-2
	01-2
Sub -Total	
TOTAL GENERAL GOVERNMENT	

**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.



Effective: July 1, 2023

**A RESOLUTION
ADOPTING A SCHEDULE OF FEES FOR FY 2024**

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 2024 and desires to review its Schedule of Fees for FY 2024; and

WHEREAS, the Schedule of Fees for FY2024 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 June 5, 2023 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 FY2024 attached hereto as Exhibit A is hereby adopted.

ADOPTED AND ENACTED BY THE CITY COUNCIL OF THE CITY OF NEW CARROLLTON, MARYLAND THIS 7th DAY OF JUNE 2023.

EFFECTIVE: July 1, 2023

ATTEST:

Araceli Guzman-Benitez
City Clerk

Briana Urbina, Chair

APPROVED:

Katrina R. Dodro
Mayor

DATE: _____

City of New Carrollton
Schedule of Fees FY 2024
(Effective July 1 2023)

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 adopted by resolution at the time of the Annual Budget Ordinance. This Schedule of Fees was adopted by the City Council by Resolution No. 23-03 on the 7th day of June, 2023. **MODIFIED 6/5/2023**

City Code Section that Authorizes Fee	Reason Fee is Assessed	Fee Assessed
Chap. 1 General Provisions §1-8	Copy of the City Code	\$75
Chap. 12 Ethics §12-4.M(1)	Failure to timely file a financial disclosure statement	\$2 per day late fee up to \$250 maximum
§12-4.M(2)	Failure to file a timely lobbyist registration or report	\$10 per day late fee up to \$250 maximum
§12-6.E(2)	Copy of a financial disclosure statement filed with the City	\$25 for printed copy
§12-8.0	Copy of lobbying registration /report filed with the City	\$1 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	Construction under \$25,000 - \$100 Construction over \$25,000 - \$300
§41-2	Demolition Permit Fee	\$150
§41-7	Variance Application Fee	\$200
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 Late Payment Fee	5% of Gross Revenues Additional compensation & interest charges compounded 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 1.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 per day or part of a day that a report is overdue
Chap. 57 Fees	Dishonored/returned check fee	\$30
Chap. 63 Recycling & Refuse §63-4	Collection of Special Bulky Items	\$150
	Mattress Disposal Bags	\$25
§63-4.1	Removal of Property Eviction Set- outs	\$500
§63-8	Property Clean-Up	City's actual cost of cleaning the property or the cost of the contractor hired to perform the service and/or an hourly rate of \$40 times the collective number of hours for all employees required to perform the cleanup
Chap. 66 Health & Sanitation §66-3	Release of impounded shopping cart (Subsection Q)	\$25
	Permit Fee for Portable Storage Units (Subsection T)	\$100
	Request for Extension of Permit	\$75
	Request for Extension of Permit referred to Mayor	\$75
Chap. 71 Housing & Property Maintenance §71-9.B	Filing Fee for Appeal to Board of Appeals	\$100
Chap. 72 Signs & Advertising Devices §72-4.C	Sign Permit Application Fee	\$100
Chap. 75 Licenses §75-2, §75-6	Business Licenses and Permits - Annually	\$110
	Mobile Vendor Licenses	\$150
§75-6	Late Fee	\$50 per 30 days or any part thereof
§90-10	Special Events Permits	\$110

<p>and §84-3 Chap. 84 Parks</p>	<p>Use of Municipal Center</p> <p>Use of City owned Fields - Permit League Play Pick-up Play</p>	<p>\$75/hour</p> <p>\$100/field/day/season \$50 for up to three hours</p>
<p>Chap. 89 Rental Property - Licensing and Inspection</p> <p>§89-5.A</p> <p>§ 89-5.C</p> <p>§ 89-7.C</p>	<p>Rental License and Inspection Fee (Initial Licenses and Renewals)</p> <p>Late fee</p> <p>Missed Inspection, Re-inspection Appointment Fee</p>	<p>\$300/yr. for single family dwelling</p> <p>\$200/yr. for multi-family/condominiums</p> <p>\$10 per day and any portion of a day that the filing is late</p> <p>First missed inspection/re-inspection appointment: \$125</p> <p>Second inspection/re-inspection appointment: \$175</p> <p>Third and each successive missed appointment: \$300</p>
<p>Chap. 100 Streets, Side- walks, Public Prop. & Rights-of-Way</p> <p>§100-4</p>	<p>Construction of /Gutter/Driveway entrance/Culver/Drain/ Right-of- Way Permit Fee</p>	<p>\$110 if value of work is less than \$30,000;</p> <p>\$220 if over \$30,000 plus the actual cost of supervision and inspection if exceeds original amount of permit</p>
<p>§ 100-17.C.</p>	<p>Telecommunications Application Fee</p> <p>Access fee</p>	<p>\$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</p> <p>\$270 per small wireless facility per year</p>
<p>Chapter 105 Taxation</p> <p>§ 105-2</p>	<p>Taxes (real property and improvement) are in arrears on the 1st day of Oct. following the</p>	<p>Shall bear interest at the rate of 1% for each month or fraction thereof that the bill remains unpaid.</p>

	July in which they were imposed.	
Chapter 110 Vehicles and Traffic; Art. V Removal and Storage of Vehicles §110-40	Boot Fee	\$200
Chapter 130 Zoning §130-6	Filing Fee for Variance Application	\$400 for residential application \$800 for commercial application + \$10/public notice sign posted
§130-11	Filing Fee for Departure from design standards, landscaping standards, parking & loading standards and sign design standards (Zoning Standards)Application	\$400 for residential application \$1,000 for commercial application + \$50/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
	Body Camera Footage Report	\$75
MD Code, Local Government, §5-205; City Code, Chapter 63 Recycling and Refuse	Removal and disposal of recycling and trash. Recycling	\$20/year
	Single-family dwellings Trash	\$120/year
	Single-family dwellings Condominiums	\$60/year

By Partnering with OpenGov, the City of New Carrollton, MD will significantly modernize and streamline its Budget and Code Enforcement process at the City. OpenGov currently works with over 1,800 customers across the country, including a number of communities across Maryland; Baltimore, Prince-George's County, Annapolis, Takoma Park, Gaithersburg, Frederick and Talbot County amongst many others. With OpenGov's SaaS model, the City of New Carrollton will be able to future-proof one of its most critical technology investments, avoid costly maintenance upgrades, and gain access to rapid, continual, and frequent product releases that will be available at no extra cost. Some of the largest value-adds are:

- **Unprecedented Transparency:** Interactive online budget book showing the full allocation of fiscal year budget dollars in real-time
- **Outcome-Driven Budgeting:** Reporting capabilities that better inform difficult decisions to live outcomes
- **Increased Community Trust:** Built-in tools clearly communicate our progress, facilitate engagement and provide access to information
- **Fiscal Responsibility:** 50% more time analyzing live budget data and making strategic decisions because of the removal of manual entry in spreadsheets
- **Emergency Preparedness:** Hardened financial systems that allow real-time critical decision-making as it pertains to the allocation of budget dollars in times of emergency
- **World-Class Partnership:** 500+ years of governmental staff experience with award winning support

The City of New Carrollton, MD represented by the Department of Finance, Department of Information Technology and Department of Code Enforcement has been reviewing solutions to make the budgeting process less cumbersome and more effective and streamline the city's permitting process to make it more user-friendly via an Online Citizen Portal. After much consideration and evaluation, the staff recommends moving forward with OpenGov's integrated Budgeting and Planning Solution and Permitting, Licensing and Code Enforcement Solution. This solution is estimated to reduce staff time spent on the budget development by 30% - 50%, time spent on internal reporting by 50% - 80%, reduce freedom of information requests by 20% and reduce the amount of time it takes to process permits by 30% - 50%. It will also help to improve citizen engagement and customer satisfaction as the City's permitting process can now be completed entirely online.

The OpenGov platform will provide an end-to-end budget development solution and an online permitting solution that will drastically modernize and streamline the city's current processes:

The Budgeting and Planning tools will allow the City departments and budget staff to reduce manual and clerical efforts during the budgeting process, provide a central collaborative location to develop budget numbers and evaluate scenarios, project workforce and personnel costs, and ultimately provide an interactive financial transparency portal linked to the City's website.

The Permitting, Licensing & Code Enforcement Platform is a modern workflow automation platform that can be rapidly deployed to streamline community development operations, including permitting, licensing, code enforcement and inspections. With OpenGov, the City is modernizing the end-to-end permitting process from applicant submission to permit issuance. The City's residents and the business community can expect to have a similar experience applying for a permit as they would while shopping on one of the leading online e-commerce platforms today. For those individuals that would still like to apply in person, that will be available as well. Once the OpenGov platform is online, residents and businesses will be able to:

- Submit and pay for permits through an intuitive web portal
- Track and monitor the status of their applications; save in-progress application drafts
- Request inspections
- Review their historical permits, payments, inspections, and in-progress applications
- Message Town staff throughout the application approval process
- Receive and print their permits at home

An additional benefit of this platform is the inclusion of management reports and customizable dashboards that can be provided to City Council members, the Executive Team, and other City staff to track and manage various financial and non-financial metrics. Furthermore, OpenGov will also integrate with the City's existing accounting system to maximize our investment while being able to show the most up to date information in their platform.

In summary, over the course of multiple demonstrations, OpenGov demonstrated the following key capabilities:

- Allow creation of yearly Budget by user Departments, outside of Accufund to be imported back into Accufund when completed.
- A Workforce Planning module that allows staff to easily track and report salary projections across all departments.
- Ease of creation of the final interactive Reports. Ability to display our City Budget online with easy-to-use graphs and data.
- Ability to run multiple "what if" scenario plans that focus on both operating & capital budgets and salary & benefit projections.
- Provide Operational Performance management that includes data from across the City pulled into easy to use, interactive reports & dashboards.
- A partnership to allow the near-real-time display of Accufund data.

The City of New Carrollton, MD will gain access to OpenGov Permitting & Licensing, the only fully integrated web-based Permitting, Licensing & Code Enforcement Suite that is purpose-built for



local government. OpenGov’s proprietary, modern, cloud-based software offers all of the key, mission-critical modules, and functions in an all-in-one citizen service suite for permitting, licensing, inspections, planning/zoning, and code enforcement amongst other services. This includes an industry-leading online citizen portal and user experience, a flexible workflow engine to support the most basic and complex approval processes, integrated reporting and executive-level dashboards, document issuance, native e-commerce, built-in activity feeds, inspection route optimization, and seamless integration with applications for GIS, Master Address Table, Calendar Synchronization, Financial Management, and Contractor databases, among other features.

This Software-as-a-Service (“SaaS”) solution that is unique and proprietary to OpenGov allows internal staff to access the technology from any device and from any location, allowing employees to be more efficient in their daily duties.

OpenGov is committed to ensuring a smooth rollout and support while we launch its tools and has committed to having the system live in time for use in the City’s next fiscal year budget development process. Their team will provide multiple resources and take a hand-holding, phased approach to the delivery of the platform. Their exclusive focus on the public sector and expertise in partnering with 1,800 + government entities, including 20+ across the state of Maryland will ensure successful project delivery.

After much consideration and lengthy reviews, the team has reached a conclusion and made the recommendation to move forward with a contract for the OpenGov Budgeting and Planning and Permitting, Licensing and Code Enforcement Software and Services. The staff has determined that the OpenGov Solution is the most powerful and complete solution available and is also the best long-term partner for the City.

The Staff and OpenGov have successfully negotiated a 3-year agreement which includes an overall 31% discount to deliver their powerful software to the City; subject to City Councils’ approval. Please find below an itemized pricing schedule:

OpenGov Proposal - New Carrollton, MD B&P and PLC				
Subscription Year	Months	Software	Professional Services	Annual Total
May 1, 2023 - Apr 30, 2024	12	\$51,583.71	\$115,455.00	\$167,038.71
May 1, 2024 - Apr 30, 2025	12	\$54,162.90	\$0.00	\$54,162.90
May 1, 2025 - Apr 30, 2026	12	\$56,871.04	\$0.00	\$56,871.04



Customer Name: CITY OF NEW
CARROLLTON

Quote No: 22953639

Quote Name: OpenGov: 7/1/2023-
6/30/2026

Quotation Date: 03/31/2023

Sales Support Contact: AURORA PADGETT

Sales Support Phone: 910-679-3737

Sales Support Email: AURORA.PADGETT@EPL
US.COM

Account Executive: Ted Pibil

Account Executive Phone: 240-512-2105

Account Executive Email: Ted.Pibil@eplus.com

Customer PO No:

Order No:

Expiration Date: 06/30/2023

ePlus Technology inc, 13595 Dulles Technology Drive, Herndon, VA, 20171

External Notes: MD COTS Contract # 060B2490021

Notwithstanding anything to the contrary, the following terms (the "Order Terms") shall apply and supersede any conflicting terms with regards to the products and services on this quote (the "Products and Services") and City of New Carrollton ("Customer") agrees that the Order Terms are hereby incorporated into any order placed by Customer for the Products and Services (an "Order").

- Term: 36 months.
- The total fee on this quote ("Total Fee") shall be payable in installments as set forth below:

- o o Payment 1: \$167,038.71 invoiced on execution of this quote or the initial purchase order;
- o o Payment 2: \$54,162.90 due on the first anniversary date of Payment 1;
- o o Payment 3: \$56,871.04 due on the second anniversary date of Payment 1;

- The following terms from OpenGove apply to Customer's use of the Products and Services on this quote: the Terms and Conditions - Software Service Agreement (Purchase through an OpenGov Authorized Reseller) <https://opengov.com/terms-of-service/>

- If, and only if, Customer is subject to appropriations and applicable law requires termination rights when funds are not appropriated, these Order Terms are qualified to provide that Customer may terminate if sufficient appropriated and other lawfully-sourced funds are not received after Customer has used all lawful means to obtain them (a "non-appropriation"), provided that Customer shall be obligated to pay all charges incurred through the end of that fiscal year and, where allowed by law, Customer will not use substitutes to perform the functions for which the Products and Services under this quote were obtained for a period of one hundred twenty (120) days after termination of this order for non-appropriation. Customer shall use best efforts to notify ePlus of any termination for non-appropriation at least one hundred twenty (120) days prior to the last day for which funds were appropriated. Customer agrees that it intends to continue the Products and Services for the Term.

Fees do not include sales, use or other applicable taxes, shipping, tariffs or duties which Customer may be required to pay. By signing this quote or issuing the initial purchase order for the Products and Services, Customer agrees to these Order Terms and that Customer's obligation to pay the Total Fee due hereunder shall be absolute, non-cancellable and unconditional in all events, and shall not be subject to any abatement, reduction, set-off, defense, termination of services, counterclaim or recoupment due or alleged to be due by any reason unless otherwise provided in these Order Terms. Any such defenses or claims Customer has may only be attempted to be enforced against other parties, such as the product or service provider, and not against ePlus and shall not be a basis for Customer failing to make all payments due under these Order Terms to ePlus. Customer acknowledges that it is a sophisticated party and understands the meaning of this clause and that this clause is clear and unambiguous. Customer's signature below or issuance of a purchase order in connection with this quote shall be deemed Customer's acceptance of the foregoing terms.

Line No.	Part Number	MFG	Description/Line Notes	QTY	Unit Price	Ext. Price
TERM: 7/1/2023 - 6/30/2026						
001	OG BUDGETING	OPENGOV	BUDGETING & PLANNING, PERMITTING & LICENSING COMMUNITY DEVELOPMENT BUNDLE, MAT/ASSESSOR SYSTEMS & FLA GS, ESRI ARCGIS	1	51,583.71	51,583.71

			Line Note: Esri ArcGIS, Flag Integration Term: 7/1/2023 - 6/30/2024			
002	OG BUDGETING	OPENGOV	BUDGETING & PLANNING, PERMITTING & LICENSING COMMU NITY DEVELOPMENT BUNDLE, MAT/ASSESSOR SYSTEMS & FLA GS, ESRI ARCGIS Line Note: Esri ArcGIS, Flag Integration Term: 7/1/2024 - 6/30/2025	1	54,162.90	54,162.90
003	OG BUDGETING	OPENGOV	BUDGETING & PLANNING, PERMITTING & LICENSING COMMU NITY DEVELOPMENT BUNDLE, MAT/ASSESSOR SYSTEMS & FLA GS, ESRI ARCGIS Line Note: Esri ArcGIS, Flag Integration Term: 7/1/2025 - 6/30/2026	1	56,871.04	56,871.04
004	OG PS	OPENGOV	OPENGOV PROFESSIONAL SERVICES DEPLOYMENT - PREPAID Line Note: Start Date: 7/1/2023	537	215.00	115,455.00

Sub-Total (USD) **278,072.65**

Totals **278,072.65**

	Sub Total (USD):	278,072.65
	Est. Tax (USD):	TBD if Applicable
	Shp&Hnd (USD):	TBD
	Total (USD):	278,072.65

All orders are governed by your organization's signed agreement with ePlus or applicable public sector contract; if there is no such agreement the Customer Terms and Conditions for Products and/or Services located at www.ePlus.com govern. No additional or contrary terms in a purchase order shall apply, and ePlus' performance shall not be deemed acceptance of any preprinted PO terms. Use of software, subscription services or other products resold by ePlus is subject to manufacturer/publisher end user agreements or subscription terms. Any periodic payment obligations for specific offerings, along with customer-incurred overages, consumption fees, add-ons, quantity adjustments and automatic renewals are non-cancelable for any reason except by public sector customers required by law to terminate due to non-appropriation of funds.

PLEASE NOTE: Recent supply chain disruption and tariffs on certain imports are causing price increases for many IT products, with little or no notice, and beyond ePlus' control. As a result, this quote is subject to change without notice, even before the expiration date reflected above. Related manufacturer policy changes may result in orders being non-cancelable and products non-returnable except in accordance with the manufacturer warranty. Please confirm pricing and other restrictions prior to order placement. Unless freight amount is indicated, or is zero, freight will be added to the invoice. Unless Bill-To company is exempt from Sales Tax, it will be added to the invoice. Recognizing that the global pandemic has disrupted operations for many organizations, ePlus will ship products for delivery in accordance with customer's written ship-to instructions and products will be deemed delivered notwithstanding any failure of customer personnel to sign for receipt due to facility closing or otherwise.

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Customer Acceptance	Bill To	Ship To
Signature: _____	CITY OF NEW CARROLLTON	CITY OF NEW CARROLLTON
Name: _____	6016 PRINCESS GARDEN PKWY	6016 Princess Garden Parkway
Title: _____	NEW CARROLLTON MD 20784	NEW CARROLLTON MD 20784
Date: _____	UNITED STATES	UNITED STATES
Customer PO #: _____	ACCOUNTS PAYABLE	Lorna Grant-Charles



CITY OF NEW CARROLLTON

6016 PRINCESS GARDEN PARKWAY • NEW CARROLLTON, MARYLAND 20784-2898
Phone (301) 459-6100 Fax (301) 459-8172

MEMORANDUM

TO: City Council of New Carrollton
FROM: Araceli Guzman-Benitez, City Clerk
DATE: June 6, 2023
RE: Board of Elections Re- appointments

The following Board of Elections Members wish to continue to serve on the City of New Carrollton's Board of Elections:

Ronnie Fairley
Leathy H. McLaughlin
Gwen Chase

If the Council's approval of **Ronnie Fairley**, **Leathy H. McLaughlin**, and **Gwen Chase** re-appointment to serve on the City's Board of Elections. The term of office will be for June 7, 2023 until June 7, 2025 per the City of New Carrollton Charter Section C-5 Board of Elections.