



**CITY COUNCIL WORKSHOP/SPECIAL COUNCIL LEGISLATIVE MEETING AGENDA  
\*VIRTUAL MEETING\*  
MONDAY, MAY 17, 2021, 7:00 P.M.**

**This Agenda is subject to change. If this agenda is modified it will be reposted to the City of New Carrollton's website: [www.newcarrolltonmd.gov](http://www.newcarrolltonmd.gov). If you have any questions please contact the City Clerk at (301) 459-6100.**

**Items for Discussion**

- 1. Call to Order**
- 2. Public Hearing: FY 2022 Budget and FY 2022 Schedule of Fees**
- 3. Report of the Mayor and Administration**
- 4. Council Questions/Council Announcements**
- 5. Re-Appointment of Board of Election Members (Dr. Ronnie Fairley and Ms. Petal Sampson)**
- 6. Approval of Stop Sign being placed at Carrollton Parkway and Pedestrian Bridge (both sides)**
- 7. Meeting Minutes**
  - a.) Council Workshop Minutes (April 7, 2021)
  - b.) Special Council Workshop Meeting Minutes (April 12, 2021)
  - c.) Council Workshop Meeting Minutes (April 19, 2021)
  - d.) Special Council Workshop /Council Legislative Meeting Minutes (April 21, 2021)
  - e.) Closed Meeting Minutes (April 21, 2021)
- 8. Review of Bills**

Batch #1 (March 12, 2021); Batch #2 (March 19, 2021); and Batch # 3 (April 9, 2021)
- 9. Public Comment – (Residents' Concerns, Audience Participation and Phone Calls) When addressing the Council please state your name and address for the record.**
- 10. Request for Future Agenda Items**
- 11. Adjournment**

**PLEASE NOTE:** This meeting of the City of New Carrollton Council will be a virtual meeting. Anyone interested in listening to the meeting will be able to by calling the following number: **301-715-8592 with code 947 6571 0966**. You do not need a participant code. If you want to join the meeting via Computer click on the link Join Zoom Meeting Join Zoom Meeting <https://zoom.us/j/94765710966> Meeting ID: 947 6571 0966.



**CITY OF NEW CARROLLTON  
NOTICE OF PUBLIC HEARING  
PROPOSED FY 2022 BUDGET**

Notice is hereby given that the City Council of New Carrollton will conduct a Public Hearing on the proposed FY 2022 Budget and the FY 2022 Fee Schedule during the following Special City Council Legislative Meeting:

**Special City Council Legislative Meeting on Monday, May 17, 2021, at 7:00 p.m.**

**PLEASE NOTE:** This Public Hearing of the City of New Carrollton Council will be a virtual meeting. Anyone interested in listening to the meeting will be able to by calling the following number: **301-715-8592 with code 947 6571 0966**. You do not need a participant code. If you want to join the meeting via the Computer click on the link to join the Zoom Meeting: Join Zoom Meeting Link: <https://zoom.us/j/94765710966> Meeting ID: 947 6571 0966.

**If you have comments for the City Council please email them to City Clerk Doug Barber at [dbarber@newcarrolltonmd.gov](mailto:dbarber@newcarrolltonmd.gov) by 3:00 p.m. the day of the meeting.**

Copies of the proposed FY 2022 Budget are available for inspection at the New Carrollton Municipal Center, Monday- Friday, 8:30 a.m. – 5:00 p.m. and available on the City's website at [www.newcarrolltonmd.gov](http://www.newcarrolltonmd.gov).

The public is encouraged to attend the Public Hearing and provide comments.

City Council of New Carrollton  
By: Douglass A. Barber, City Clerk

**Effective: July 1, 2021**

**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, 2021 AND ENDING JUNE 30, 2022; 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 2022 to the City Council on or before April 1, 2021; 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

**WHEREAS**, the City Council of New Carrollton agrees upon the budget reflected herein for FY2022; and

**WHEREAS**, the City Council agrees upon the annual Special Public Safety Taxing Districts annual budgets attached hereto for FY2021 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, 2021, and ending June 30, 2022 (“Fiscal Year 2022”).

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, 2022, 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 2022:

<b>REVENUES AND RESOURCES</b>	
Real Property	6,285,419
Personal Property & Utilities	551,000
Interest & Penalties	30,000
Business Taxes	2,000
State Shared Taxes-Highway User Revenue	363,534
State Shared Taxes - Income Taxes	1,200,000
County Shared Taxes	83,487
<b>TAX REVENUES</b>	<b>8,515,440</b>
Licenses and Permits	202,522
Grants	152,000
Revenues from Other Agencies-Cable TV	111,000
Service Fees & Charges	684,069
Fines & Forfeitures	1,214,500
Other Revenues	262,368
<b>OTHER REVENUES</b>	<b>2,626,459</b>

OPERATING REVENUES	11,141,899
Contingency Reserve Carryover	130,000
Appropriated Fund Balances	157,000
Operating Reserve	150,000
RESERVES AND APPROPRIATIONS	437,000
TOTAL REVENUE AND RESOURCES	11,578,899
EXPENDITURES AND RESERVES	
General Government	2,104,244
Public Safety	4,339,790
Public Works	4,514,269
PROGRAM EXPENDITURES	10,958,303
Debt Service (Principal & Interest)	335,596
Contingency Reserve Carryover	130,000
Operating Reserve	150,000
Other Use of Appropriations	5,000
TOTAL USE OF DEBT AND APPROPRIATIONS	285,000
TOTAL EXPENDITURES AND RESERVES	11,578,899
SURPLUS (DEFICIT)	-

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, 2022, there shall be and hereby are appropriated to the several line item accounts the sums listed as proposed expenditures in the F.Y.2022 budget document, entitled “F.Y. 2022 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, 2021, shall be and hereby are established as set forth in the F.Y. 2021 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 \$0.6391 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 2022 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 2022 to meet the total amount of appropriated expenditures as established by Section 2 of this ordinance.

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 2020 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 2022, 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, 2022, because of unusual conditions or circumstances, the Mayor shall notify the City Council of the reasons giving 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 THE 5th DAY OF MAY, 2021.**

**ADOPTED AND ENACTED BY THE CITY COUNCIL OF NEW CARROLLTON ON THE 19th DAY OF MAY, 2021.**

**EFFECTIVE: July 1, 2021**

**Attest:**

**City of New Carrollton**

\_\_\_\_\_  
Douglass A. Barber, CMC  
City Clerk

\_\_\_\_\_  
Lincoln Lashley  
Chair, City Council

Date: \_\_\_\_\_

**Approved for legal sufficiency:**

**Approved:**

BY: \_\_\_\_\_  
Gabriel J. Christian, Esq.  
City Attorney

\_\_\_\_\_  
Phelecia E. Nembhard, Mayor

Date: \_\_\_\_\_





**Effective: July 1, 2021**

**A RESOLUTION  
ADOPTING A SCHEDULE OF FEES FOR FY 2022**

**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 2022 and desires to review its Schedule of Fees for FY 2022; and

**WHEREAS**, the Schedule of Fees for FY2022 is attached to this Resolution as Exhibit A; and

**WHEREAS**, as is required by City Code, Section 57-1, the City Council held a public hearing on the proposed Schedule of Fees on May 17, 2021 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 FY2022 attached hereto as Exhibit A is hereby adopted.

ADOPTED AND ENACTED BY THE CITY COUNCIL OF THE CITY OF NEW CARROLLTON, MARYLAND THIS 19<sup>th</sup> DAY OF MAY, 2021.

**EFFECTIVE: July 1, 2021**

**ATTEST:**

\_\_\_\_\_  
Douglass A. Barber, MMC  
City Clerk

\_\_\_\_\_  
Lincoln Lashley, Chair  
City Council

**APPROVED:**

\_\_\_\_\_  
Phelecia E. Nembhard  
Mayor

DATE: \_\_\_\_\_

**CITY OF NEW CARROLLTON**  
**SCHEDULE OF FEES FY 2022**  
(Effective July 2021)

City Code, §57-1 “Adoption of fees by resolution” requires that all fees authorized in the City Code be established by the City Council in a Schedule of Fees adopted by resolution at the time of the Annual Budget Ordinance. This Schedule of Fees was adopted by the City Council by Resolution No. 21-09 on the 19<sup>th</sup> day of May, 2021.

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

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

	Permit Fee for Portable Storage Units (Subsection T)	\$20
	Request for Extension of Permit	\$40
	Request for Extension of Permit referred to Mayor	
Chap. 71 Housing & Property Maintenance		
§71-9.B	Filing Fee for Appeal to Board of Appeals	\$50
Chap. 72 Signs & Advertising Devices		
§72-4.C	Sign Permit Application Fee	\$25
Chap. 75 Licenses		
§75-2, §75-6	Business Licenses and Permits – Annually	\$110
	Mobile Vendor Licenses	\$150
§75-6	Late Fee	\$15 per 30 days or any part thereof
§75-10	Special Events License	\$110 However, no fee shall be charged where the event is operated, hosted or given for the benefit of any religious, educational, charitable or nonprofit social or fraternal organization.
and §84-3 Chap. 84 Parks	Use of Municipal Center – license	\$75/hour
	Use of City owned Fields League Play Pick-up Play	\$100/field/day/season \$50 for up to three hours
§75-14	Temporary License	\$75

<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>\$200/yr for single family dwelling</p> <p>\$150/yr for multi-family/condominiums</p> <p>\$5 per day and any portion of a day that the filing is late</p> <p>First missed inspection/re-inspection appointment: \$75</p> <p>Second inspection/re-inspection appointment: \$125</p> <p>Third and each successive missed appointment: \$200</p>
<p>Chap. 100 Streets, Sidewalks, Public Prop. &amp; Rights-of-Way</p> <p>§100-4</p>	<p>Streets/Sidewalk/Gutter/Driveway entrance/Culver/Drain Permit Fee</p>	<p>\$110 if value of work is less than \$30,000; \$220 if over \$30,000</p> <p>+ actual cost of supervision and inspection if exceeds original amount of permit fee</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 non-recurring 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 July in which they were imposed.</p>	<p>Shall bear interest at the rate of 1% for each month or fraction thereof that the bill remains unpaid.</p>

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



## **MEMORANDUM**

To: Mayor and City Council  
From: Latasha Gatling, City Administrative Officer  
Cc: Department Heads  
Re: April 2021 City Administrative Officer's Report  
Date: May 17, 2021

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### **Administration**

- May 3<sup>rd</sup> was the first day for the new City Administrative Officer Latasha C. Gatling.
- The Administration has worked with Human Resources Officer Joel Nichols and Mayor Nembhard, to review and interview candidates for: Assistant City Administrative Officer, Director of Finance and Director of Human Resources.
- Administration is in the process of reviewing the most recent COVID guidelines to begin the process of opening the city parks and City Hall.

### **City Clerk**

#### **Election 2021**

The Board of Elections and City Clerk Barber held the 2021 Election on Monday, May 3, 2021. The official election results have been posted to the City's website. The swearing-in will take place during the Council Legislative Meeting scheduled for Wednesday, May 19, 2021.

### **Social Media Report**

Highlighting the social media activity over the past periods on our Facebook and Twitter accounts:

#### **Facebook:**

In the last 28 days, there have been

- 1.7k people reached through posts
- 349 Post Engagements
- 71 Reactions

The top post was information on future food distribution that will be held on Fridays at the Municipal Center. It reached 642 people and had 670 impressions.

#### Twitter:

Twitter earned 7,576 impressions over the last 28 days. The top tweet was a notification that the election results were in. It received

- 821 impressions
- 37 engagements.

Followed by a tweet informing the residents about a series of virtual discussion about the Covid-19 vaccine receiving

- 454 impressions
- 11 engagements.

Twitter also gained 12 followers.

### **Human Resources**

#### Recruiting

We hired a new City Administrative Officer. We have identified a candidate for the Director of Finance and Accounting/Treasurer, Assistant City Administrative Officer, and Infrastructure Maintenance Supervisor vacancies, and began the pre-employment process. We are currently interviewing candidates for the Human Resources Administrator vacancies, and working closely with DPW Director Andre Triplett to fill the vacancies in the Infrastructure Maintenance and Grounds Maintenance Departments.

#### Benefits

On Wednesday, May 12<sup>th</sup>, we hosted the Virtual Benefits Open Enrollment Fair. The benefits open enrollment period will run until Monday, May 24, 2021.





**CITY OF NEW CARROLLTON**  
 DEPARTMENT OF PUBLIC WORKS  
 6318 WESTBROOK DRIVE • NEW CARROLLTON, MARYLAND  
 20784 (O) 301.577.1008 (F) 301.577.6953

**To:** Mayor and City Council

**Subject:** Public Works Report

**Date:** May 12, 2021

**Clean Water Partnership** - Damaged curb replacement is complete. Fence sections will go on three outfall walls according to safety code. Guardrail has been installed in sections. The new trees that are planted too close to existing trees will be adjusted and up to a dozen will be transplanted in areas that are not in conflict with Pepco power lines.

**City Bulk Pick-Up** - Bulk trash collection will be suspended for the first week of June due to the Memorial Day holiday observance. Bulk trash collection will resume the following week on June 9th.

**City Salt Supply** - The salt dome will be replenished to full in the next few weeks in preparation for next winter.

**Yard Debris** - All yard debris (bagged grass clippings, bagged leaves, bundled branches) will be collected on your first collection day of the week. (Monday or Tuesday). Please use paper bags as plastic bags are not accepted at the recycle facility.

**Community Gardens** - The Gardens will be inspected once a week to ensure that the water supply, debris, maintenance is up to par.

**Stats for the month of April**

**Senior Van Service** - 40

**Bulk Pick-up** - 414

**Sump Discharge** - 1

**Trees Trimmed** - 91

**Trees Removed** - 2

**Vehicles in for service** - 17

**Pot Holes Filled** - 19



# 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:** Doug Barber, City Clerk  
**DATE:** May 13, 2021  
**RE:** Committee Re-Appointments for the Board of Elections

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### Board of Elections:

Re-Appointment of Petal Sampson to serve on the City of New Carrollton's Board of Elections. The term of office will be for June 1, 2021 until June 1, 2023 per the City of New Carrollton Charter Section C-5 Board of Elections.

Re-Appointment of Dr. Ronnie Fairley to serve on the City of New Carrollton's Board of Elections. The term of office will be for June 1, 2021 until June 1, 2023 per the City of New Carrollton Charter Section C-5 Board of Elections.

The proposed committee appointment would be presented for adoption at the Council Legislative Meeting scheduled for Wednesday, May 19, 2021.



## 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:** Doug Barber, City Clerk  
**DATE:** May 13, 2021  
**RE:** Approval of Stop Signs being placed at Carrollton Parkway at the Pedestrian Bridge (both sides)

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Chief Rice requested that the City Council consider placing stop signs on Carrollton Parkway at the pedestrian bridge on both sides at the Council Workshop Meeting of Wednesday, May 5, 2021.

An official motion for the approval of the stop signs will be presented for adoption at the Council Legislative Meeting scheduled for Wednesday, May 19, 2021.

WORKSHOP/LEGISLATIVE MEETINGMORE THAN \$10,000 CHECKS:

1. FANNON PETROLEUM SERVICES, INC (Gasoline usage)	11,668.19
2. GCI RESIDENTIAL, INC (Recycling contract -03/21- City Hall)	10,833.79
3. PRINCE GEORGE'S COUNTY ( Landfill fees - 03/21 )	21,487.80
4. FANNON PETROLEUM SERVICES INC (Diesel usage)	11,988.32
5. LOCAL GOVT. INSURANCE TRUST (Monthly health insurance)	76,145.35
6.GCI RESIDENTIAL, INC (Recycling contract -04/21-City Hall)	10,833.79
7. KOCH HOLDINGS INC (Purchase of vehicles - Police)	128,302.47
	271,259.71

PAYMENT DESCRIPTION:

1st BATCH TOTAL (04/16/21) - 3 pages (Total amount of all of the bills for this batch)	52,154.27
2nd BATCH TOTAL (04/16/21) -1 page) (Total amount of all of the bills for this batch)	91.00
3rd BATCH TOTAL 04/23/21) -2 pages) (Total amount of all of the bills for this batch)	35,881.14
4th BATCH TOTAL 04/30/21) -3 pages) (Total amount of all of the bills for this batch)	103,436.84
5th BATCH TOTAL 05/07/21) -3 pages) (Total amount of all of the bills for this batch)	174,406.62



SUNTRUST BANK  
( Electronic transfer - Mar 2021)

8,650.34

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374,620.21













**CITY OF NEW CARROLLTON**  
**TD GENERAL**

A/P Detail Check Register for Check Date 4/16/2021

Check	Vendor	Description or Invoice Numbers	Dept	Check Amount	Invoice Distribution Accounts	Distribution Amount
EFT		EFT Transmittal		8,108.94	01-0000-10100-00000-00000 TD BANK GENERAL ACCOUNT	-8108.94
0040677	AUTOZONE STORES LLC	Invoices 1833877711, 1833879043, 1833880237, 1833881149, 1833885137	3510 Public Works Administration	423.93	01-3030-52130-00000-00000 VEHICLE OPERATIONS & MAINTENANCE	88.54
			3510 Public Works Administration		01-3510-52130-00000-00000 VEHICLE OPERATIONS & MAINTENANCE	324.25
			3510 Public Works Administration		01-3510-52550-00000-00000 JANITORIAL SUPPLIES	11.14
0040678	CARL B SEEDS INC	TO VACUUM & WASH DOWN OIL/GRIT SEPARATOR & ONE CATCH BASIN	3510 Public Works Administration	4,135.00	01-3510-50750-00000-00000 EQUIPMENT MAINT. CONTRACTS	4135.00
0040679	CENTRAL TRUCK CENTER/VEHICLE MAINTENANCE INC.	- #98	3510 Public Works Administration	125.45	01-3510-52130-00000-00000 VEHICLE OPERATIONS & MAINTENANCE	125.45
EFT	CHESAPEAKE FORD OF DC	Invoices 233927, 235222, 235510	3010 Police Administration	0.00	01-3010-52130-00000-00000 VEHICLE OPERATION & MAINTENANCE	1472.66
EFT	CINTAS CORPORATION LOC 41	UNIFORMS -P W - PAYER# 17353348	3510 Public Works Administration	0.00	01-3510-55570-00000-00000 UNIFORMS	271.01
0040680	COMCAST CABLE COMMUNICATIONS MANAGEMENT, LLC	6016 PRINCESS GARDEN PKWY - ACCOUNT # 8299 42 060 0450608	1510 City Administration	16.38	01-1510-50430-00000-00000 CABLE TELEVISION OPERATION	16.38
0040681	DARCARS CHR JEEP DODGE OF NC	Invoices 22629C4W, 22733C4W	3010 Police Administration	678.76	01-3030-52130-00000-00000 VEHICLE OPERATIONS & MAINTENANCE	678.76
0040682	EXPRESS SERVICES INC	PAYMENT FOR WEEK ENDING 04/04/21 FOR M. PAYNE	3510 Public Works Administration	776.80	01-3510-50330-00000-00000 TEMPORARY LABOR SUPPORT	776.80

**CITY OF NEW CARROLLTON**

**TD GENERAL**

**A/P Detail Check Register for Check Date 4/16/2021**

Check	Vendor	Description or Invoice Numbers	Dept	Check Amount	Invoice Distribution Accounts	Distribution Amount
0040683	FANNON PETROLEUM SERVICES INC	GASOLINE USAGE	3510 Public Works Administration	41,668.19	01-1510-52140-00000-00000 VEHICLE GASOLINE USE 01-2510-52140-00000-00000 VEHICLE GASOLINE USE 01-3010-52140-00000-00000 VEHICLE GASOLINE USE 01-3510-52140-00000-00000 VEHICLE GASOLINE USE	47.03 420.67 6521.59 4678.90
0040684	GCI RESIDENTIAL, INC	6016 PRINCESS GARDEN PKWY- 03/21	3710 Public Works Sanitation	10,833.79	01-3710-50550-00000-00000 RECYCLING CONTRACT	10833.79
EFT	GROFF TRACTOR MID ATLANTIC, LLC	VEHICLE MAINTENANCE	3510 Public Works Administration	0.00	01-3510-52130-00000-00000 VEHICLE OPERATIONS & MAINTENANCE	3674.04
0040685	HOME PARAMOUNT	MONTHLY PEST CONTROL -6318 WESTBROOK DR	3510 Public Works Administration	78.00	01-3510-52100-00000-00000 BUILDING MAINT. & REPAIR	78.00
EFT	HOMESTEAD GARDENS, INC.	LANDSCAPING MATERIAL-CUST# 601571	3810 Public Works Grounds Maintenance	0.00	01-3810-54250-00000-00000 PARKS, FIELDS & TREE MAINTENANCE	176.30
0040686	KOHLER EQUIPMENT	Invoices 334895, 334896, 334908, 335066	3810 Public Works Grounds Maintenance	1,068.88	01-3810-52210-00000-00000 EQUIPMENT REPAIR & MAINTENANCE 01-3810-53130-00000-00000 SMALL EQUIPMENT	166.25 902.63
0040687	LOWE'S BUSINESS ACCOUNT	Invoices 02421, 1972, 2186, 43855, 7718P, 9214, PROMOTION	3510 Public Works Administration	642.63	01-2010-54400-00000-00000 CREDIT CARD SERVICE FEES 01-3510-52100-00000-00000 BUILDING MAINT. & REPAIR 01-3510-52550-00000-00000 JANITORIAL SUPPLIES 01-3610-53000-00000-00000 STREET & STORM DRAIN MAINT. MATERIALS 01-3610-53130-00000-00000 SMALL EQUIPMENT 01-3710-52570-00000-00000 SANITATION SUPPLIES	20.47 321.07 44.50 158.76 12.34 85.49
0040688	MARYLAND ENVIRONMENTAL SERVICE	Invoices 408659, 901030	3710 Public Works Sanitation	2,315.87	01-3710-50550-00000-00000 RECYCLING CONTRACT 01-3710-51115-00000-00000 COMPOST FEES	1736.37 579.50

**CITY OF NEW CARROLLTON**

**TD GENERAL**

**A/P Detail Check Register for Check Date 4/16/2021**

Check	Vendor	Description or Invoice Numbers	Dept	Check Amount	Invoice Distribution Accounts	Distribution Amount
0040689	NATIONAL CAPITAL INDUSTRIES	SAFETY SUPPLIES/COMM GARDEN	3810 Public Works Grounds Maintenance	67.54	01-3810-52210-00000-00000 EQUIPMENT REPAIR & MAINTENANCE	58.80 8.74
0040690	NEW YORK LIFE	3RD PARTY INSURANCE - 1530 HUMAN REMITTER ID# 021017768	1530 Human Resources	996.83	01-0000-21125-00000-00000 COMMUNITY GARDEN INSURANCE PAYABLE	996.83
0040691	OCCUPATIONAL MEDICAL SERVICES, INC	Invoices 5168-331H, 5181-291, 5181-291P	1530 Human Resources	774.00	01-1530-53590-00000-00000 POST-EMPLOYMENT SCREENINGS 01-3010-53550-00000-00000 PRE-EMPLOYMENT & MENTAL WELLNESS	245.00 529.00
EFT	PASSPORT LABS, INC	VEHICLE CONTROL FINES	3010 Police Administration	0.00	01-3010-54495-00000-00000 VEHICLE CONTROL FINE SERVICE FEES	2514.93
0040692	PEPCO	Invoices 200031547887, 200911324459, 210003828889	3610 Public Works Infrastructure Maintenance	7,624.32	01-3610-51210-00000-00000 STREET LIGHTING	7624.32
0040693	QUILL CORPORATION	Invoices 12889873, CM925759	1510 City Administration	16.04	01-1510-52520-00000-00000 OFFICE SUPPLIES & PRINTING	50.98 -34.94
0040694	STAPLES CREDIT PLAN	PURCHASES/CHARGES FOR THE MONTH OF MAR 2021 - ACC# 6035 5178 1920 4172	3510 Public Works Administration	299.97	01-3510-52520-00000-00000 OFFICE SUPPLIES & PRINTING	299.97
0040695	WASHINGTON GAS	6016 PRINCESS GARDEN PKWY - ACC# 220004003822	1510 City Administration	1,313.70	01-1510-54060-00000-00000 UTILITY-NATURAL GAS	1313.70
0040696	XEROX CORPORATION	CONTRACT & PRINTING - CUST# 725457931	3010 Police Administration	189.25	01-3010-50760-00000-00000 OFFICE EQUIPMENT CONTRACTS	189.25
<b>Total for Check Run:</b>				<b>52,154.27</b>		

Signature and Date to Approve Checks

*[Signature]*  
Signature and Date to Approve Checks

# CITY OF NEW CARROLLTON TD GENERAL

## A/P Detail Check Register for Check Date 4/16/2021

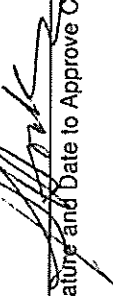
<u>Check</u>	<u>Vendor</u>	<u>Description or Invoice Numbers</u>	<u>Dept</u>	<u>Check Amount</u>	<u>Invoice Distribution Accounts</u>	<u>Distribution Amount</u>
0040697	LOWE'S BUSINESS ACCOUNT	Invoices 04408, 04662, 05129, 05816	1510 City Administration 1510 City Administration 1510 City Administration	✓ 91.00	01-1510-52550-00000 JANITORIAL SUPPLIES	91.00 ✓

Total for Check Run:

91.00



Signature and Date to Approve Checks



Signature and Date to Approve Checks

**CITY OF NEW CARROLLTON**  
**TD GENERAL**  
**A/P Detail Check Register for Check Date 4/23/2021**

Check	Vendor	Description or Invoice Numbers	Dept	Check Amount	Invoice Distribution Accounts	Distribution Amount
EFT		EFT Transmittal		1,636.64	01-0000-10100-00000-00000 TD BANK GENERAL ACCOUNT	-1636.64
EFT	ACE FIRE EXTINGUISHER SERVICE INC	ANNUAL FIRE EXTINGUISHERS MAINTENANCE, TESTING, RECHARGING.	3510 Public Works Administration	0.00	01-3510-50750-00000-00000 EQUIPMENT MAINT. CONTRACTS 01-3510-52100-00000-00000 BUILDING MAINT. & REPAIR	210.00 408.75
0040698	ASSA ABLOY ENTRANCE SYSTEMS US INC.	6016 PRINCESS GARDEN PKWY - ENTRANCE DOOR - CUST# 207967	1510 City Administration	281.80	01-1510-52100-00000-00000 BUILDING MAINT. & REPAIR	281.80
EFT	CINTAS CORPORATION LOC 41	Invoices 4080463421, 4081819425, 4081953929	1510 City Administration 1510 City Administration 3510 Public Works Administration	0.00	01-1510-52550-00000-00000 JANITORIAL SUPPLIES 01-3510-53570-00000-00000 UNIFORMS	440.66 297.23
0040699	COMCAST CABLE COMMUNICATIONS MANAGEMENT, LLC	8511 LEGATION RD - ACC# 8299 42 015 0303439	1510 City Administration	267.53	01-1510-54150-00000-00000 UPKEEP OF HANKO BUILDING	267.53
0040700	LANDOVER PRINTING CENTER	OFFICE SUPPLIES- CUST#405	1510 City Administration	140.94	01-1510-52520-00000-00000 OFFICE SUPPLIES & PRINTING	140.94
0040701	NATIONAL CAPITAL INDUSTRIES	SAFETY SUPPLIES	3510 Public Works Administration	3.58	01-3810-53130-00000-00000 SMALL EQUIPMENT	3.58
0040702	NOW TECHNOLOGIES	INOCOMPUTER AND IT SUPPORT	1510 City Administration	4,245.25	01-1510-50200-00000-00000 COMPUTER & IT SUPPORT	4245.25
0040703	ORKIN LLC AC 740578	6016 PRINCESS GARDEN PARKWAY-ACC#740578	1510 City Administration	141.19	01-1510-52100-00000-00000 BUILDING MAINT. & REPAIR	141.19
EFT	P & H AUTO - ELECTRIC INC.	Invoices 236234, 236251	3010 Police Administration 3510 Public Works Administration	0.00	01-3010-52130-00000-00000 VEHICLE OPERATION & MAINTENANCE 01-3510-52130-00000-00000 VEHICLE OPERATIONS & MAINTENANCE	99.99 119.99
0040704	PAYNE, MARCO A	REIMBURSEMENT FOR PURCHASE OF SAFETY BOOTS - PW	3510 Public Works Administration	52.99	01-3510-53570-00000-00000 UNIFORMS	52.99
0040705	PEPCO	7510 GOODLUCK RD - ACC# 5502 3553 195	3610 Public Works Infrastructure Maintenance	17.28	01-3610-51210-00000-00000 STREET LIGHTING	17.28
0040706	PRINCE GEORGE'S COUNTY	LANDFILL FEES - 03/21 - ACC# 3214	3710 Public Works Sanitation	21,487.80	01-3710-51100-00000-00000 LANDFILL FEES- COUNTY	21487.80
0040707	READYREFRESH	PANTRY SUPPLIES - ACC# 0437380884	3010 Police Administration	296.19	01-3010-52510-00000-00000 PANTRY SUPPLIES	296.19



**CITY OF NEW CARROLLTON**  
**TD GENERAL**

**A/P Detail Check Register for Check Date 4/23/2021**

Check	Vendor	Description or Invoice Numbers	Dept	Check Amount	Invoice Distribution Accounts	Distribution Amount
0040708	SF MOBILE-VISION, INC	BODY CAMERA - POLICE	3010 Police Administration	1,597.00	01-3010-58120-00000-00000 BODY CAMERA	1597.00 ✓
EFT	STAPLES ADVANTAGE	OFFICE SUPPLIES - ADMIN - CUST# DC 1823375	1510 City Administration	0.00	01-1110-52520-00000-00000 OFFICE SUPPLIES & PRINTING 01-1510-52520-00000-00000 OFFICE SUPPLIES & PRINTING	47.04 ✓ 12.98 ✓
0040709	UNITED STATES INSURANCE SERVICES	PUBLIC OFFICIALS LIABILITY & BONDING - MAYOR - 6/21-6/22	1510 City Administration	525.00	01-1510-50720-00000-00000 PUBLIC OFFICIALS LIABILITY & BONDING	525.00 ✓
0040710	VERIZON A/C # 755-300-184-0001-65	6016 PRINCESS GARDEN PKWY - ACC# 755 300 184 Administration 0001 65	1510 City Administration	119.99	01-1510-54010-00000-00000 TELEPHONES	119.99 ✓
0040711	WASHINGTON GAS	Invoices 2103 - 055198, 2103 - 055354, 2103 - 613886	3510 Public Works Administration	1,467.28	01-1510-54150-00000-00000 UPKEEP OF HANKO BUILDING 01-3510-54060-00000-00000 UTILITY - NATURAL GAS	232.36 ✓ 1234.92 ✓
0040712	WASHINGTON SUBURBAN	511 LEGATION RD - SANITARY COMMISSION ACC# 5613310000	1510 City Administration	388.21	01-1510-54150-00000-00000 UPKEEP OF HANKO BUILDING	388.21 ✓
0040713	WILDES-SPIRIT PRINTING	CITY NEWSLETTER MAILING	1510 City Administration	2,137.40	01-1510-50450-00000-00000 CITY NEWSLETTER	2137.40 ✓
0040714	WINDSTREAM	TELEPHONE CHARGES - ADMIN & P.W - ACC# 012272451	1510 City Administration	1,075.07	01-1510-54010-00000-00000 TELEPHONES 01-3510-54010-00000-00000 TELEPHONES	818.25 ✓ 256.82 ✓

**Total for Check Run: 35,881.14**

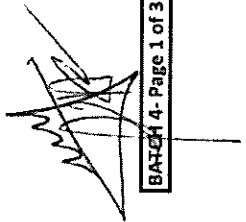
Signature and Date to Approve Checks

Signature and Date to Approve Checks

**CITY OF NEW CARROLLTON**  
**TD GENERAL**

**A/P Detail Check Register for Check Date 4/30/2021**

Check	Vendor	Description or Invoice Numbers	Dept	Check Amount	Invoice Distribution Accounts	Distribution Amount
EFT		EFT Transmittal		84,431.79	01-0000-10100-00000-00000 TD BANK GENERAL ACCOUNT	-84431.79
EFT	AFLAC	3RD PARTY INSURANCE	1530 Human Resources	0.00	01-0000-21120-00000-00000 AFLAC WITHHOLDING	2682.08
0040715	APPLICANT POOL	QUARTERLY APPLICANT POOL	1530 Human Resources	447.00	01-1530-50200-00000-00000 COMPUTER & IT SUPPORT	447.00
EFT	CHESAPEAKE FORD OF DC	Invoices 41319, 41337	3010 Police Administration 3010 Police Administration	0.00	01-3030-52130-00000-00000 VEHICLE OPERATIONS & MAINTENANCE	1637.49
0040716	COMCAST CABLE COMMUNICATIONS MANAGEMENT, LLC	8314A ANNAPOLIS RD POLICE TRAILER - ACC# 8299 42 060 2061445	3010 Police Administration	231.46	01-3010-52105-00000-00000 TRAILER MAINT. & SUPPLIES	231.46
0040717	FANNON PETROLEUM SERVICES INC	DIESEL USAGE	3510 Public Works Administration	11,988.32	01-3510-52140-00000-00000 VEHICLE GASOLINE USE	11988.32
EFT	JACKSON LEWIS P.C	SPECIAL COUNSEL SERVICES - 03/21	1510 City Administration	0.00	01-1510-50301-00000-00000 SPECIAL COUNSEL EXPENSES	117.93
EFT	LOCAL GOVT. INSURANCE TRUST	MONTHLY HEALTH INSURANCE	1530 Human Resources	0.00	01-0000-20101-00000-00000 HEALTH INSURANCE PAYABLE	76145.35
0040718	LYEW, VINCENT D.	REIMBURSEMENT FOR PURCHASE OF OFFICE SUPPLIES	3010 Police Administration	15.33	01-3010-52520-00000-00000 OFFICE SUPPLIES & PRINTING	15.33
0040719	MARTY MOWS	PARKS CONTRACTUAL	3810 Public Works Grounds Maintenance	965.00	01-3810-51130-00000-00000 PARKS CONTRACTUAL	965.00
0040720	MARYLAND MUNICIPAL LEAGUE	REGISTRATION - MML - P. BENNETT	2510 Code Enforcement	625.00	01-2510-53540-00000-00000 TRAVEL & MEETING	625.00
0040721	NATIONAL CAPITAL INDUSTRIES	LANDSCAPING	3810 Public Works Grounds Maintenance	16.60	01-3810-53130-00000-00000 SMALL EQUIPMENT	16.60
0040722	P.G. TIRE INC	VEHICLE MAINTENANCE	3510 Public Works Administration	1,975.48	01-3510-52130-00000-00000 VEHICLE OPERATIONS & MAINTENANCE	1975.48



BATCH 4- Page 1 of 3 CHECK DATE: 04/30/21

**CITY OF NEW CARROLLTON**  
**TD GENERAL**  
**A/P Detail Check Register for Check Date 4/30/2021**

<u>Check</u>	<u>Vendor</u>	<u>Description or Invoice Numbers</u>	<u>Dept</u>	<u>Check Amount</u>	<u>Invoice Distribution Accounts</u>	<u>Distribution Amount</u>
0040723	PEPCO	Invoices 200351527236, 200481501969, 200811408437, 200811408438, 200811408439, 200851384004	1510 City Administration 3610 Public Works Infrastructure Maintenance 3610 Public Works Infrastructure Maintenance 3610 Public Works Infrastructure Maintenance 3610 Public Works Infrastructure	348.17	01-1510-54150-00000-00000 UPKEEP OF HANKO BUILDING 01-3610-51210-00000-00000 STREET LIGHTING	260.38 87.79
0040724	READYREFRESH	PANTRY SUPPLIES - ACC#7802571500	1510 City Administration	112.84	01-1510-52510-00000-00000 PANTRY SUPPLIES	112.84
0040725	ROBERTS OXYGEN COMPANY INC	VEHICLE MAINTENANCE	3510 Public Works Administration	252.75	01-3510-52130-00000-00000 VEHICLE OPERATIONS & MAINTENANCE	252.75
0040726	SANIJOHN	MONTHLY EQUIPMENT RENTAL - 05/21 - CUST# 100061	3810 Public Works Grounds Maintenance	609.00	01-3810-52180-00000-00000 EQUIPMENT RENTAL & PORT A POTTY	609.00
EFT	SECURE ALARMS, INC	ANNUAL FIRE MONITORING - HANKO BLDG	1510 City Administration	0.00	01-1510-54150-00000-00000 UPKEEP OF HANKO BUILDING	600.00
0040727	SHRED-IT USA	MONTHLY SERVICE CHARGE - CUST# 11776711	1510 City Administration	143.42	01-1510-52520-00000-00000 OFFICE SUPPLIES & PRINTING	143.42
EFT	STAPLES ADVANTAGE	OFFICE SUPPLIES - CUST# DC 1823375	2010 Finance and Accounting	0.00	01-2010-52520-00000-00000 OFFICE SUPPLIES & PRINTING	106.34
EFT	THE LINCOLN NATIONAL LIFE INSURANCE COMPANY	LIFE & AD&D PREMIUM	1530 Human Resources	0.00	01-0000-20102-00000-00000 LIFE INSURANCE PAYABLE	3142.60
0040728	THE PRINCE GEORGE'S POST, INC	ELECTION ADVERTISING EXPENSES	1510 City Administration	200.00	01-1510-54430-00000-00000 ELECTION	200.00
0040729	UPS	COURIER SERVICES - POLICE -SHIPPER # 01837Y	3010 Police Administration	5.80	01-3010-54080-00000-00000 POSTAGE METER & COURIER SERVICE	5.80
0040730	VERIZON ONLINE-MARYLAND LLC	Refund: REASSESSMENT OF PERSONAL PROPERTY TAX - FY 2021		131.14		

CITY OF NEW CARROLLTON  
TD GENERAL

A/P Detail Check Register for Check Date 4/30/2021

<u>Check</u>	<u>Vendor</u>	<u>Description or Invoice Numbers</u>	<u>Dept</u>	<u>Check Amount</u>	<u>Invoice Distribution Accounts</u>	<u>Distribution Amount</u>
0040731	WASHINGTON SUBURBAN SANITARY COMMISSION	Invoices 2103 - 1740000, 2103 - 430000, 2103 - 740000, 2103 - 10000	3510 Public Works Administration 3510 Public Works Administration 1510 City Administration 3510 Public Works Administration	937.74	01-1510-54070-00000 UTILITY-WATER 01-3510-54070-00000 UTILITY - WATER	398.62 539.12

Total for Check Run: 103,436.84



Signature and Date to Approve Checks

Signature and Date to Approve Checks

**CITY OF NEW CARROLLTON**

TD GENERAL

A/P Detail Check Register for Check Date 5/07/2021

Check	Vendor	Description or Invoice Numbers	Dept	Check Amount	Invoice Distribution Accounts	Distribution Amount
EFT		EFT Transmittal		3,340.89	01-0000-10100-00000-00000 TD BANK GENERAL ACCOUNT	-3340.89
0040732	AUTOZONE STORES LLC	Invoices 1833895627, 1833903572, 1833908503, 1833908509	3510 Public Works Administration 3010 Police Administration 3010 Police Administration 3510 Public Works Administration	216.08	01-3030-52130-00000-00000 VEHICLE OPERATIONS & MAINTENANCE 01-3510-52130-00000-00000 VEHICLE OPERATIONS & MAINTENANCE	67.41 ✓ 148.67 ✓
0040733	BGE	6016 PRINCESS GARDEN PKWY - ACC# 0195120000	Administration	1,234.58	01-1510-54050-00000-00000 UTILITY-ELECTRICITY	1234.58 ✓
0040734	CALIBRE PRESS	TRAINING - POLICE	Administration	2,289.00	01-3010-53520-00000-00000 EMPLOYEE TRAINING	2289.00 ✓
EFT	CINTAS CORPORATION LOC 41	JANITORIAL SUPPLIES - ADMIN - PAYER# 17368045	1510 City Administration	0.00	01-1510-52550-00000-00000 JANITORIAL SUPPLIES	127.40 ✓
0040735	COLONIAL LIFE	3RD PARTY INSURANCE	1530 Human Resources	2,912.13	01-0000-21121-00000-00000 COLONIAL WITHHOLDING	2912.13 ✓
0040736	FANNON PETROLEUM SERVICES INC	GASOLINE USAGE	3510 Public Works Administration	8,095.73	01-3010-52140-00000-00000 VEHICLE GASOLINE USE 01-3510-52140-00000-00000 VEHICLE GASOLINE USE	4610.57 ✓ 3485.16 ✓
0040737	FASTENAL COMPANY	VEHICLE MAINTENANCE	3510 Public Works Administration	35.38	01-3510-52130-00000-00000 VEHICLE OPERATIONS & MAINTENANCE	35.38 ✓
0040738	GCI RESIDENTIAL, INC	6016 PRINCESS GARDEN PKWY- 04/21	3710 Public Works Sanitation	10,833.79	01-3710-50550-00000-00000 RECYCLING CONTRACT	10833.79 ✓
0040739	GOODE COMPANIES INC.	Invoices 14103386, 15104142	3710 Public Works Sanitation 3710 Public Works Sanitation	9,885.69	01-3710-50500-00000-00000 REFUSE COLLECTION CONTRACT	9885.69 ✓
EFT	GROFF TRACTOR MID ATLANTIC, LLC	VEHICLE MAINTENANCE	3510 Public Works Administration	0.00	01-3510-52130-00000-00000 VEHICLE OPERATIONS & MAINTENANCE	1798.32 ✓
0040740	KOCH HOLDINGS INC	Invoices 237246 -237248, 237246-237248		128,302.47	01-3030-57100-00000-00000 VEHICLES 01-3030-57360-00000-00000 VEHICLE EQUIPMENT	104802.00 ✓ 23500.47 ✓

**CITY OF NEW CARROLLTON**

TD GENERAL

A/P Detail Check Register for Check Date 5/07/2021

Check	Vendor	Description or Invoice Numbers	Dept	Check Amount	Invoice Distribution Accounts	Distribution Amount
0040741	KOHLER EQUIPMENT	Invoices 334930, 336241, 336551, 866389	3810 Public Works Grounds Maintenance 3810 Public Works Grounds Maintenance 3810 Public Works Grounds Maintenance 3810 Public Works Grounds Maintenance	197.31	01-3810-52210-00000-00000 EQUIPMENT REPAIR & MAINTENANCE 01-3810-53130-00000-00000 SMALL EQUIPMENT	75.12 122.19
EFT	LABORATORY CORPORATION OF AMERICA HOLDINGS	WELLNESS FAIR - FLU SHOTS	1530 Human Resources	0.00	01-1530-53600-00000-00000 WELLNESS PROGRAMS	90.00
0040742	LAW OFFICE OF GABRIEL CHRISTIAN ASSO LLC	ATTORNEY EXPENSES - 04/21	1510 City Administration	455.00	01-1510-50300-00000-00000 CITY ATTORNEY EXPENSE	455.00
EFT	LOCAL GOVT. TRUST	INSURANCE AUTO LIABILITY - POLICE CUST# 430000	3010 Police Administration	0.00	01-3010-50710-00000-00000 AUTO INSURANCE	764.00
0040743	OCCUPATIONAL MEDICAL SERVICES, INC	POST & PRE EMPLOYEE SCREENINGS - POLICE	1530 Human Resources	222.00	01-1530-53580-00000-00000 PRE-EMPLOYMENT SCREENINGS 01-1530-53590-00000-00000 POST-EMPLOYMENT SCREENINGS	74.00 148.00
0040744	PEPCO	6320 WESTBROOK DR - ACC# 5501 9399 934	3510 Public Works Administration	930.41	01-3510-54050-00000-00000 UTILITY - ELECTRICITY	930.41
0040745	ROBERTS OXYGEN COMPANY INC	VEHICLE MAINTENANCE	3510 Public Works Administration	139.10	01-3510-52130-00000-00000 VEHICLE OPERATIONS & MAINTENANCE	139.10
0040746	SAM'S CLUB DIRECT	PURCHASES/ CHARGES FOR THE MONTH OF MARCH 2021	3510 Public Works Administration	412.28	01-3510-52510-00000-00000 PANTRY SUPPLIES 01-3510-52550-00000-00000 JANITORIAL SUPPLIES	196.52 215.76
EFT	STAPLES ADVANTAGE	OFFICE & PANTRY SUPPLIES - CUST# DC 1823375	1510 City Administration	0.00	01-3010-52510-00000-00000 PANTRY SUPPLIES 01-3010-52520-00000-00000 OFFICE SUPPLIES & PRINTING	95.64 38.25
0040747	T-MOBILE	Invoices 2104 - 020832, 2104 - 020832p, 2104 - 269421, 2104 - 721991	1510 City Administration 3510 Public Works Administration 3010 Police Administration 3010 Police Administration	2,515.99	01-1110-54020-00000-00000 CELL PHONES 01-1510-54020-00000-00000 CELLPHONES 01-3010-54020-00000-00000 CELL PHONES 01-3510-54020-00000-00000 CELL PHONES	10.80 124.39 2288.35 92.45
0040748	THE LUCIAN COMPANY	AWARD CEREMONY - POLICE	3040 Police Patrol Administration	2,348.70	01-3040-46000-00000-00000 APPRECIATION AWARD	2348.70
0040749	VERIZON WIRELESS	ACC# 902009495-0001 - POLICE	3010 Police Administration	40.09	01-3010-54020-00000-00000 CELL PHONES	40.09


# CITY OF NEW CARROLLTON TD GENERAL

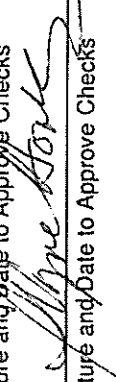
A/P Detail Check Register for Check Date 5/07/2021

Check	Vendor	Description or Invoice Numbers	Dept	Check Amount	Invoice Distribution Accounts	Distribution Amount
EFT	XEROX FINANCIAL SERVICES	LEASE PAYMENT -04/16 - 1510 City 05/15 - ADMIN - CONTRACT# 010- 0037890-002	Administration	0.00	01-1510-50760-00000 OFFICE EQUIPMENT CONTRACTS	427.28 ✓

Total for Check Run:

174,406.62

  
Signature and Date to Approve Checks

  
Signature and Date to Approve Checks