



CITY COUNCIL WORKSHOP MEETING AGENDA
VIRTUAL MEETING
MONDAY, APRIL 18, 2022, 7:30 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. If you have any questions please contact the City Clerk at (301) 459-6100.

Items for discussion

1. **Call to Order** (5 Minutes)
2. **Report of the Mayor and Administration** (15 Minutes)
3. **Council Questions/Council Announcements** (10 Minutes)
4. **ARPA Consultant Contract** (10 Minutes)
5. **4-Cities Coalition Meeting Agenda Items** (10 Minutes)
6. **Proclamation – Municipal Clerks Week (May 1 – May 7, 2022)** (5 Minutes)
7. **Proclamation – Municipal Police Week (May 8 – May 14, 2022)** (5 Minutes)
8. **Proclamation – Municipal Public Works Week (May 15 – May 21, 2022)** (5 Minutes)
9. **Budget FY 2023: Public Works** (30 Minutes)
10. **Meeting Minutes**
 - a.) Council Workshop/Special Legislative Meeting Minutes (March 2, 2022)
 - b.) Council Workshop Meeting Minutes (March 14, 2022)
 - c.) Council Legislative Meeting Minutes (March 16, 2022) (5 Minutes)
11. **Review of Bills**
Batch #1 (March 11, 2022); Batch #2 (March 18, 2022); Batch # 3 (March 25, 2022); Batch #4 (March 31, 2022); and Batch #5 (April 11, 2022)
(5 Minutes)
12. **Public Comment – (Residents' Concerns, Audience Participation and Phone Calls) When addressing the Council please state your name and address for the record.** (10 Minutes)
(2 Minutes per person)
13. **Request for Future Agenda Items** (5 Minutes)
14. **Adjournment** (1 Minute)

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 894 5754 5352**. You do not need a participant

code. If you want to join the meeting via the Computer click on the link Join Zoom Meeting <https://us06web.zoom.us/j/89457545352> Meeting ID: 894 5754 5352 If you have comments for the Council please email them to City Administrative Officer Latasha Gatling at lgatling@newcarrolltonmd.gov by 3:00 p.m. the day of the meeting.



MEMORANDUM

To: Mayor and City Council
From: Latasha C. Gatling, City Administrative Officer
Cc: Department Heads
Re: March 2022 City Administrative Officer's Report
Date: April 4, 2022

Administration

- Continued working on FY23 Budget for presentation to the Mayor and then City Council.
- Participate(d) in weekly meetings with Forerunner Technologies and the transition to the new telephone system.
- Attended a Department of Treasury ARPA Final Rule Webinar through MML
- Prepared a final agreement with Thomas Michael LLC for ARPA consulting services
- Participated in a Green Team coordination meeting for the Spring Festival
- Prepared a final agreement with Total Contracting for the Municipal Center Restroom Upgrade project
- Participated in a number of webinars hosted by MML, MEDA, and Prince George's County
- Mailed 13 Annexation offer letters to property owners along Annapolis Road
- Submitted a Chesapeake Bay Trust Urban Forestry Grant application to plant up to 100+ street trees in City-owned right-of-way
- Prepared and presented a report to the City Council concerning constructing a Community Center 6000 Harland
- Researched various grant programs

Code

- Began the process for a variance request for 57909 85th. Variance Hearing will be held on Wednesday, April 6th @ 12:15 p.m.

Inspections

Single Family Rental Inspections – 0 Inspections

Multi-Family Rental Inspections – 1 Inspections

Building Permits

Building Permits Issued – 9

Business Licenses Issued – 3

Code Violations

Code Compliance – 11 (All Closed)

Dead Vegetation/Leaves – 1 (1 closed, 0 pending)

Overgrowth/Tall Weeds & Grass – 2 (1 closed, 1 pending)

Storage Container – 3 Permits Issued

Sanitation – 34 (26 Closed; 8 Pending)

Stop Work Orders – 6

Refuse in the Public Right-of-Way – 18 (18 closed, 0 pending)

Unauthorized Motor Vehicles (Dead Tags) – 28 (22 closed, 6 pending)

Vehicle Repairs – 1 (1 closed, 0 pending)

Vehicles on Lawn – 4 (4 closed, 0 pending)

Outside Storage – (1 closed, 2 pending)

City Clerk

Events:

- Masks and Covid-19 Home Test Kits Distribution held on March 17th

Social Media Report

Twitter

Impressions - 13

Profile Visits - 739

Mentions – 2

Followers – 6

Instagram

66 posts – 4 Followers

Human Resources

- Updating the City's Personnel, Drug & Communication Media Policies handbook for council approval.
- Working with Paycom to customize the clock in/out process for each department.
- Recruiting for HR/Special Projects Assistant

Finance and Accounting

No report

Information Technology

Administration

- Daily workstations, server, switch and access points maintenance
- Installed and configured Verkada demo camera). Also currently obtaining/requesting building plans for ALL buildings
- Installed and deployed all Voice over Internet Protocol (VOIP) desk phones (Instructional class scheduled for April 5th.)
- Create new employee accounts, conduct various IT related Administrative tasks
- Started Proof of Concept for O365 Microsoft Online services
- Bi-Weekly UMD Capstone project
- Installed and configured newly acquired Xerox printer / Copier for City administration

Police Department

- Various hardware installations for Police department
- Worked with Police department and configured applications
- Replaced and upgraded PD Trailer Comcast router
- Installed and configured upgraded hardware and software in PD Training room
- Created and assigned requested permissions to newly created shared folder

Code Enforcement

- Upgraded Microsoft office application software on Code enforcement workstations
- Assist Code Enforcement department with Toughbook deployments
- Troubleshoot and work with T-Mobile networks for SIM card connectivity and operations

Public Works

- Installed and configured Verkada demo cameras
- Also currently obtaining/requesting building plans for ALL buildings

- Installed and deployed all Voice over Internet Protocol (VOIP) desk phones (Instructional class scheduled for April 5th.)



CITY OF NEW CARROLLTON

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

MEMORANDUM

To: Mayor and City Councilmembers
Thru: Latasha Gatling, City Administrative Officer
From: Michael McMahan, Assistant City Administrative Officer
Re: Agreement for American Rescue Plan Act Consulting Services
Date: March 9, 2022

On March 11, 2021, U.S. President Joseph Biden signed the \$1.9 trillion *American Rescue Plan Act* (“ARPA”) into law. \$350 billion was earmarked for state, local, and tribal governments to respond to and recover from the COVID-19 public health emergency and its negative economic impacts.

The Department of Treasury oversees the program and recently issued its Final Rule which allows local governments to utilize ARPA funds to hire staff, engage consultants, and enter into agreements with sub-recipients to allocate and spend down ARPA funds. After a thorough review of the ARPA program to include the Final Rule and Uniform Guidance (2 CFR, Part 200), the City Administration has determined that the City would benefit from a consultant that would provide oversight and guidance on the proper use of the ARPA funds.

Section 27-14 of the Code of the City of New Carrollton authorizes the City to obtain services from a person or entity who is supplying that same service to another governmental entity if the bid price, as applicable, to be paid by the City is not more than the bid price to be paid by the other governmental entity and if the price to be paid by the other governmental entity has been established by a competitive bidding process conducted by the other governmental entity.

In September 2021, the City of Hyattsville entered into an agreement with THOMAS|MICHAEL LLC for ARPA oversight and compliance consulting services. Hyattsville secured THOMAS|MICHAEL LLC through a competitive search. In July 2021, a request for qualifications was posted for “Consulting Services for Oversight and Compliance of American Rescue Plan Funds.” In response to the RFQ, five firms submitted proposals. After a detailed review of the proposals Hyattsville determined there were three qualifying proposals and from that group, selected the firm of THOMAS|MICHAEL LLC as the finalist.

This firm brings extensive hands-on advisory and consulting experience with the Coronavirus Aid, Relief, and Economic Security (CARES) Act, Consolidated Appropriations Act of 2021, and the American Rescue Plan Act of 2021. Currently, their lead consultant is advising local governments

who have received over \$500 million in Federal COVID-19 funds since the start of the pandemic, including Prince George's County. The firm will assist the City to ensure the coordination and collaboration of efforts with the State and County, and to avoid duplication of efforts or ARPA benefits.

Attached as Exhibit A is an agreement with THOMAS|MICHAEL LLC. The agreement stipulates the services that will be provided at a rate of \$300 per hour not to exceed \$60,000 over the life of the agreement. The agreement will expire on December 31, 2023, unless mutually extended. Services that will be provided include but are not limited to:

- Assist in the development of a spending plan for ARPA funds;
- Assist in communications with relevant Federal, State, and/or County officials as necessary;
- Monitor and advise of any updates in the United States Treasury compliance and reporting guidelines and frequently asked questions (FAQs), and additional guidance provided by the State;
- Participate in periodic meetings with City staff and/or elected officials to ensure implementation of the spending plan is proceeding on schedule and in accordance with Federal and State guidelines;
- Assist the City in tracking expenditures and selected programmatic data as required by the United States Treasury;
- Provide advice concerning the eligibility of planned uses of Act funds;
- Assist the City's staff in ensuring adequate internal controls and proper program documentation to avoid fraud, waste, and abuse associated with Act funds, and to ensure that funds are not used for ineligible purposes;
- Provide oversight and guidance for 2 CFR, Part 200, and the Single Audit Act.
- Assist the City in CLFRF project management, including program(s) design, implementation, and close-out;
- Assist the City staff in registering and accessing the United States Treasury reporting portal;
- Monitor and assist with the filling of all pertinent reports within the requisite Federal and State reporting deadlines;
- Assist in presentations to relevant stakeholders; and
- Other services as agreed upon by the parties.

Recommendation:

Staff recommends the Council authorize the Mayor to enter into the attached agreement as presented with THOMAS|MICHAEL LLC for oversight and compliance consulting services of the City's American Rescue Plan Act Funds and to authorize an expenditure not to exceed \$60,000. The cost of these services meets the eligibility requirements for reimbursement from ARPA funds.

Attachment:

THOMAS|MICHAEL LLC Consultant Agreement

**CITY OF NEW CARROLLTON CONSULTING SERVICES FOR
OVERSIGHT AND COMPLIANCE OF AMERICAN RESCUE PLAN
ACT FUNDS**

AGREEMENT

THIS AGREEMENT is made this _____ day of March, 2022, by and between THE CITY OF NEW CARROLLTON, a municipal corporation of the State of Maryland, hereinafter referred to as the “City,” and THOMAS|MICHAEL LLC, 6305 Ivy Lane Suite 215, Greenbelt, Maryland 20770, a limited liability corporation formed under the laws of the State of Maryland, hereinafter referred to as “Contractor”.

RECITALS

WHEREAS, on March 16, 2022, the City Council authorized the Mayor to enter into an agreement for the purpose of Consulting Services for Oversight and Compliance of American Rescue Plan Act Funds (hereinafter, the “Project”);

WHEREAS, Section 27-14 of the Code of the City of New Carrollton authorizes the City to obtain services from a person or entity who is supplying that same service to another governmental entity, if the bid price, as applicable, to be paid by the City is not more than the bid price to be paid by the other governmental entity and if the price to be paid by the other governmental entity has been established by a competitive bidding process conducted by the other governmental entity; and

WHEREAS, the City of Hyattsville, Maryland recently completed a competitive Request for Qualifications (RFQ)(#Finance 21-01) process for the same consulting services and selected the Contractor; and

WHEREAS, the City desires to use the same Contractor under the same terms and conditions as permitted by Section 27-14 of the Code; and

WHEREAS, the Contractor and the City pursuant to that authorization are entering into this Agreement for the above Project pursuant to the proposal from the Contractor to the City, including all of Contractor's proposal response documents (hereinafter, the "Proposal"), which are hereby incorporated herein as part of this Agreement.,

TERMS

NOW, THEREFORE, in consideration of the mutual covenants and obligations contained herein and other good and valuable consideration, the sufficiency of which is hereby mutually acknowledged, the City and Contractor agree as follows:

ARTICLE I. SCOPE OF SERVICES

- A. The Project shall include all work outlined in the Proposal and this Article, as well as all other work as reasonably required by the City.
- B. The Contractor shall be required to provide professional consulting services for the Oversight and Compliance of American Rescue Plan Act (hereafter, the "Act") Funds and to ensure the City is complying with all requirements of the Act; including, but not limited to:
 - Assist in the development of a spending plan for Act funds;
 - Assist in communications with relevant Federal, State, and/or County officials as necessary;
 - Monitor and advise of any updates in the United States Treasury compliance and reporting guidelines and frequently asked questions (FAQs), and additional guidance provided by the State;
 - Participate in periodic meetings with City staff and/or elected officials to ensure

implementation of the spending plan is proceeding on schedule and in accordance with Federal and State guidelines;

- Assist the City in tracking expenditures and selected programmatic data as required by the United States Treasury;
- Provide advice concerning the eligibility of planned uses of Act funds;
- Assist the City's staff in ensuring adequate internal controls and proper program documentation to avoid fraud, waste, and abuse associated with Act funds, and to ensure that funds are not used for ineligible purposes;
- Provide oversight and guidance for 2 CFR, Part 200, and the Single Audit Act;
- Assist the City in CLFRF project management, including program(s) design, implementation, and close-out;
- Assist the City staff in registering and accessing the United States Treasury reporting portal;
- Monitor and assist with the filling of all pertinent reports within the requisite Federal and State reporting deadlines;
- Assist in presentations to relevant stakeholders; and
- Other services as agreed upon by the parties.

ARTICLE II. PERIOD OF PERFORMANCE

Contractor agrees to commence work immediately upon execution of the Contract and shall perform all professional consulting services required by this Agreement or by the City as expeditiously as is consistent with good professional skill and best industry practice. Time is of the essence in the successful execution of the terms of this Agreement. Services to be provided

end no later than December 31, 2023.

ARTICLE III. FEE FOR SERVICES

A. In exchange for these valuable services the Contractor will receive a per hour rate as follows: \$300.00 and not to exceed the total contract value of \$60,000.

B. Contractor shall submit invoices inclusive of all professional consulting services rendered and other related expenses, on a monthly basis, to the Mayor.

ARTICLE IV. THE CONTRACT DOCUMENTS

This Agreement and the following enumerated documents form the entire Contract between the parties. Where there is a conflict between any of the contract documents and this Agreement, the language of this Agreement shall govern. The documents identified below are as fully a part of the Contract as if hereto attached. They constitute the entire understanding of the parties and supersede any prior proposals or agreements:

- A. Consultant's Statement of Interest and Consulting Services Proposal, dated February 18, 2022.

ARTICLE V. CONTRACTOR SERVICES

As directed by the City, Contractor shall:

A. Be responsible for the preparation, technical completeness, and sufficiency of all submitted proposals.

B. Comply with the City of New Carrollton Code and Charter, when applicable, and all pertinent Federal, State, and County laws and regulations.

C. Attend hearings/conferences with the City or persons designated by the City as necessary for the successful completion of this Agreement.

D. Be responsible directly to the Mayor or their designee, who is the City's agent and duly authorized representative to whom Contractor shall ordinarily direct communication and submit documents for approval and from whom Contractor shall receive directions concerning the subject of this Agreement and approval of any documents in writing. Any revisions requiring additional compensation to Contractor shall not be commenced without the City's written authorization approved by the Mayor.

E. Prior to final payment to a contractor or a subcontractor, arrange for a final inspection by the City and review all outstanding claims which have not been settled by this Agreement and prepare a written report outlining the background and status of such claims and making recommendations as to the ultimate disposition of such outstanding claims.

ARTICLE VI. CITY'S RESPONSIBILITY

The City shall provide information regarding its requirements, including related budgetary information. However, the Contractor shall notify the City in writing of any information or requirements provided by the City, which the Contractor believes to be inappropriate.

ARTICLE VII. COOPERATION

The Contractor agrees to perform its services under this Contract in such manner and at such times so that the City and/or any contractor who has work to perform, or contracts to execute, can do so without unreasonable delay. Contractor further agrees to coordinate its work under this Agreement with any and all other contractors deemed necessary by the City.

ARTICLE VIII. OWNERSHIP OF DOCUMENTS

A. The City shall have unlimited rights in the ownership of all required reports, budgets and notes generated by the Contractor for any local Municipality, County, State or

Federal Agency as related to any other work developed in the performance of the Agreement, including the right to use same on any other City Project without additional cost to the City, and with respect thereto Contractor agrees to and does hereby grant to the City an exclusive royalty-free license to all data which he or she may cover by copyright and to all designs as to which he or she may assert any rights or establish any claim under the patent or copyright laws. The City's rights in ownership of documents under this Article shall include any and all electronic files generated by Contractor in the performance of its duties pursuant to this Agreement.

B. In the case of future reuse of the documents, the City reserves the right to negotiate with Contractor for the acceptance of any professional liability.

ARTICLE IX. SPECIAL PROVISIONS

A. Contractor may not assign or transfer any interest in this Agreement except with the City's written approval.

B. The City may waive specific minor provisions of the Agreement on Contractor's request in the interest of expediting the contract. Waiver shall not constitute a waiver of any liability ensuing there from.

C. Except as otherwise provided in the contract documents, the Mayor, shall decide all disputes after consultation with Contractor, and any other appropriate parties. The Mayor's decision shall be reduced to writing and delivered to Contractor and such dispute resolution shall not be considered a Change pursuant to this contract, unless the dispute resolution modifies either the services rendered, per hour rate or the total fee for services as provided herein.

D. The Mayor's decision shall be final and conclusive.

E. Until a dispute is finally resolved, Contractor shall proceed to meet the terms of this Agreement and comply with the Mayor's orders.

F. Contractor shall not hire or pay any employee of the City or any department, commission agency or branch thereof.

ARTICLE X. TERMINATION

A. This Agreement may be terminated by the City at the City's convenience upon not less than thirty (30) days written notice to the Contractor.

B. In the event of termination, which is not the fault of Contractor, the City shall pay to Contractor the compensation properly due for services properly performed or goods properly delivered prior to the effective date of the termination and for reasonable reimbursable expenses properly incurred prior to the termination. The City shall not be liable for any damages, costs or expenses for lost profit, overhead or discontinuation of contract or equitable adjustment in the event of termination by the City.

C. In the event the Contractor, through any cause, fails to perform any of the terms, covenants or provisions of this Agreement on his part to be performed, or if Contractor for any cause, fails to make progress in work hereunder in a reasonable manner, or if the conduct of Contractor impairs or prejudices the interest of the City, or if Contractor violates any of the terms, covenants, or provisions of this Agreement, the City shall have the right to terminate this Agreement for cause by giving notice in writing of the termination and date of such termination to Contractor. The City shall have the sole discretion to permit the Contractor to remedy the cause of the contemplated termination without waiving the City's right to terminate the

Agreement. All required generated reports, budgets, notes and electronic files and other documents related to the scope of professional consulting services or supervision of work, not in the public domain, shall be surrendered forthwith by Contractor to the City as required by the City. The City may take over work to be done under this Agreement and prosecute the work to completion, or procure additional related professional services, by contract or otherwise, and Contractor shall be liable to the City for all reasonable cost in excess of what the City would have paid the Contractor had there been no termination. The City shall not be liable for any damages, costs or expenses for lost profit, overhead or discontinuation of contract or equitable adjustments in the event of such termination.

ARTICLE XI. NOTICES

All notices or other communications required or permitted hereunder shall be in writing and delivered either (a) by hand or (b) by fax and by mail, postage prepaid, certified or registered return receipt requested, addressed as follows:

To the City: Phelecia Nembhard, Mayor
City of New Carrollton
Municipal Center
6016 Princess Garden Parkway
New Carrollton, Maryland 20784

With a copy to: _____, City Attorney

_____, Maryland _____

If to Consultant to: THOMAS|MICHAEL LLC
6305 Ivy Lane, Suite 215
Greenbelt, Maryland 20770
Attention: Thomas Himler, Managing Member
ThomasHimler@ThomasMichaelLLC.com

Either party may change the person designated to receive notice under this by notifying the

other party in writing.

ARTICLE XII. APPLICABLE LAW

The laws of the State of Maryland, excluding conflicts of law rules, shall govern this Agreement as if this Agreement were made and performed entirely within the State of Maryland. Any suit to enforce the terms hereof or for damages or other relief as a consequence of the breach or alleged breach hereof shall be brought exclusively in the courts of the State of Maryland in Prince George's County, and the parties expressly consent to the jurisdiction thereof and waive any right which they have or may have to bring such suits elsewhere.

ARTICLE XIII. CHANGES

A. The Mayor may, at any time, by written order designated or indicated to be a change order, make any change in the work within the general scope of this Agreement, provided any change is co-signed by the Mayor, or in his or her absence, the Mayor.

B. Any other written order from the City, which causes any change, shall be treated as a change order under this clause, provided that Contractor gives the City written notice stating the date, circumstance, and source of the order and the City consents to regard the order as a change order.

C. Except as herein provided, no order, statement, or conduct of the City shall be treated as a change under this clause or entitle Contractor to an equitable adjustment hereunder.

D. If any change under this clause causes an increase or decrease in the cost of, or the time required for, the performance of any part of this Agreement, whether or not changed by any order, an equitable adjustment shall be made and the Agreement modified in writing

accordingly. If Contractor intends to assert a claim for an equitable adjustment under this clause, Contractor shall, within thirty (30) days after receipt of a written change order under (A) above, or the furnishing of written notice under (B) above, submit to the Mayor a written statement setting forth the general nature and monetary extent of such claim, unless this period is extended by the Mayor. The statement of claim hereunder may be included in the notice under (B) above.

E. The amount of any adjustment to the contract sum under this clause shall be a negotiated fixed fee.

F. No claim by Contractor for an equitable adjustment hereunder shall be allowed if asserted after final payment under this Agreement or if made later than thirty (30) days after receipt as required herein.

ARTICLE XIV. SUCCESSORS AND ASSIGNS

The parties each binds themselves, their partners, successors, assigns and legal representatives to this Agreement and to the partners, successors, assigns and legal representatives of such other party with respect to all covenants of this Agreement. Neither party shall assign, sublet or transfer his interest, including but not limited to the proceeds thereof, in this Agreement, without the written consent of the other party.

ARTICLE XV. INSURANCE

A. All Contractors shall obtain and maintain liability insurance coverage. The Contractor shall, within ten (10) days of the execution of this Agreement, file with the Mayor, the Certificate from an insurance company authorized to do business in the State of Maryland and satisfactory to the City showing issuance of liability insurance in the amount of at least One

Million Dollars (\$1,000,000.00) coverage with a deductible no greater than Ten Thousand Dollars (\$10,000.00). Contractor shall be fully and completely responsible to pay the deductible. The City shall be named as an additional insured on the Certificate of Insurance.

B. In addition, Contractor shall, throughout the term of this Agreement, maintain comprehensive general liability insurance in the following amounts and shall submit an insurance certificate as proof of coverage prior to final Agreement approval:

1. Personal injury liability insurance with a limit of \$1,000,000.00 for each occurrence and \$1,000,000.00 aggregate, where insurance aggregates apply; and

C. Comprehensive general liability insurance shall include completed operations and contractual liability coverage. The Certificates of Insurance evidencing this insurance shall provide that the City shall be given at least thirty (30) days prior written notice of cancellation, intention not to renew, or material change in coverage.

D. Contractor shall also maintain commercial automobile liability insurance for all owned, non-owned, and hired automobiles with a combined single limit for bodily injury and property damage liability in the amount of \$1,000,000.00.

E. Contractor shall comply with the requirements and benefits established by the State of Maryland for the provision of Workers' Compensation insurance and shall submit an insurance certificate as proof of coverage prior to beginning work under this Agreement.

ARTICLE XVI. INDEMNIFICATION

Contractor hereby acknowledges and agrees that it shall be responsible for and indemnify, defend, and hold the City harmless against any claim for loss, personal injury and/or damage that may be suffered as a result of their own negligence or willful misconduct in the

performance of the services herein contracted for or for any failure to perform the obligations of this Agreement, including, but not limited to, attorneys' fees and any other costs incurred by the City, in defending any such claim. Contractor further agrees to notify the City in writing within ten (10) days of receipt of any claim or notice of claim made by third parties against the Contractor or any subcontractor regarding the services and work provided to the City pursuant to this Contract. Contractor shall provide the City copies of all claims, notice of claims and all pleadings as the matter progresses. This Article shall survive termination of the Contract.

ARTICLE XVII. ADA COMPLIANCE

In performance of this Agreement for public works construction projects, or where there is an ADA component involved, the Contractor acknowledges that it is acting on behalf of the City and warrants to the best of its professional information, knowledge, and belief that its design, product or completed infrastructure, will conform to, and comply with, the applicable provisions of the Americans with Disabilities Act. The Contractor hereby indemnifies and holds harmless the City from damages and costs arising from any claim that the Contractor's has failed to conform to the applicable provisions of the Americans with Disabilities Act.

ARTICLE XVIII. CERTIFICATIONS OF CONTRACTOR

The Contractor and the individual executing this Agreement on the Contractor's behalf warrants it has not employed or retained any person, partnership, corporation, or other entity, other than a bona fide employee or agent working for it, to solicit or secure this Agreement, and that it has not paid or agreed to pay any person, partnership, corporation, or other entity, other than a bona fide employee or agent, any fee or any other consideration contingent on the making of this Agreement.

ARTICLE XIX. SET-OFF

In the event that the Contractor shall owe an obligation of any type whatsoever to the City at any time during the term hereof, or after the termination of the relationship created hereunder, the City shall have the right to offset any amount so owed the Contractor against any compensation due to the Contractor for the provision of professional consulting services covered by the terms of this Agreement.

ARTICLE XX. MISCELLANEOUS

A. This Agreement is subject to audit by the City, and the Contractor agrees to make all its records related to the professional consulting services provided including all required generated reports, budgets, notes and electronic files available to the City upon request and to maintain those records for six (6) years following the date of substantial completion of this Agreement; or a longer period, if reasonably requested by the City.

B. If any term or provision of this Agreement shall be held invalid or unenforceable to any extent, the remainder of this Agreement shall not be affected thereby, and each term and provision of this Agreement shall be enforced to the fullest extent permitted by law.

C. The person executing this Agreement on behalf of the Contractor hereby covenants, represents and warrants that he/she is duly authorized to execute and deliver this Agreement on behalf of the Contractor.

D. All representations, warranties, covenants, conditions and agreements contained herein which either are expressed as surviving the expiration and termination of this Agreement or, by their nature, are to be performed or observed, in whole or in part, after the

termination or expiration of this Agreement shall survive the termination or expiration of this Agreement. This Agreement is entered into as of the day and year first written above.

E. This Agreement represents the entire and integrated Agreement between the City and Contractor and supersedes all prior negotiations, representations or agreements, either written or oral. This Agreement may be amended only by written instrument signed by the duly authorized representatives of the City and the Contractor.

F. The recitals above are hereby incorporated into this Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their proper and duly authorized officers, on the day and year first above written.

THOMAS|MICHAEL LLC

WITNESS/ATTEST:

Thomas Himler, Managing Member
THOMAS|MICHAEL LLC

Date

Date

THE CITY OF NEW CARROLLTON

WITNESS/ATTEST:

Robinson Brown
City Clerk

Phelecia Nembhard
Mayor

Date

Date



NATIONAL MUNICIPAL CLERKS WEEK MAY 1 – 7, 2022

Whereas, Municipal Clerks, is a time honored and vital part of local government that exists throughout the world, and

Whereas, Municipal Clerk is the oldest among public servants; and

Whereas, Municipal Clerks provide the professional link between the citizens, the local governing bodies and agencies of government at other levels, and

Whereas, Municipal Clerks have pledged to be ever mindful to their neutrality and impartiality, rendering equal service to all, and

Whereas, Municipal Clerks serve as the information center on functions of local government and community; and

Whereas, Municipal Clerks continually strive to improve the administration of the affairs of the office through participation in education programs, seminars, workshops and the annual meetings of their state, county and international professional organizations.

NOW, THEREFORE, I Phelecia E. Nembhard, Mayor of the City of New Carrollton, do hereby recognize the week of May 1 through May 7, 2022, as Municipal Clerks Week, and further extend appreciation to our Municipal Clerk, Robinson H. Brown and to all Municipal Clerks for the vital services they perform and their exemplary dedication to the communities they represent.

Dated this 4th day of May in the year 2022.

Phelecia E. Nembhard
Mayor



NATIONAL POLICE WEEK MAY 8 – 14, 2022

- Whereas,** In 1962 President Kennedy proclaimed May 15 as National Peace Officers Memorial Day and the calendar week in which May 15 falls, an National Police Week; and
- Whereas,** the members of the law enforcement agency of the City of New Carrollton play an important role in safeguarding the rights and freedoms of the citizens of our community; and
- Whereas,** it is important that all citizens know and understand the problems, duties and responsibilities of their police department and that members of our department recognize their duty to serve the people by safeguarding life and property protecting them against violence or disorder, and protecting the innocent against deception and the week against oppression or intimidation; and
- Whereas,** our police department has grown to be a modern and scientific law enforcement agency which unceasingly provides a vital public service; Municipal Clerks have pledged to be ever mindful to their neutrality and impartiality, rendering equal service to all, and

Now Therefore, I Phelicia E. Nembhard, Mayor of the City of New Carrollton urge our citizens to join in commemorating law enforcement officers, past and present, who by their faithful and loyal devotion to their communities, have established for themselves the rights and security of all citizens.

NOW, THEREFORE, I Phelicia E. Nembhard, Mayor of the City of New Carrollton, do hereby recognize the week of May 8 through May 14, 2022, as National Police Week in the City of New Carrollton., and their exemplary dedication to the communities they serve.

Dated this 4th day of May in the year 2022.

Phelicia E. Nembhard
Mayor



National Public Works Week

May 15 – 21, 2022

WHEREAS, public works professionals focus on infrastructure, facilities and services that are of vital importance to sustainable and resilient communities and to the public health, high quality of life and well-being of the people of **New Carrollton**; and,

WHEREAS, these infrastructure, facilities and services could not be provided without the dedicated efforts of public works professionals, who are engineers, managers and employees at all levels of government and the private sector, who are responsible for rebuilding, improving and protecting our nation's transportation, water supply, water treatment and solid waste systems, public buildings, and other structures and facilities essential for our citizens; and,

WHEREAS, it is in the public interest for the citizens, civic leaders and children in New Carrollton to gain knowledge of and to maintain a progressive interest and understanding of the importance of public works and public works programs in their respective communities; and,

WHEREAS, the year 2022 marks the 62nd annual National Public Works Week sponsored by the American Public Works Association/Canadian Public Works Association be it now,

RESOLVED, I Phelecia E. Nembhard and City Council of New Carrollton, do hereby designate the week May 15 – 21, 2022 as National Public Works Week; we urge all citizens to join with representatives of the American Public Works Association/Canadian Public Works Association and government agencies in activities, events and ceremonies designed to pay tribute to our public works professionals, engineers, managers and employees and to recognize the substantial contributions they make to protecting our national health, safety, and quality of life.

NOW, THEREFORE, I Phelecia E. Nembhard, Mayor and the City Council, of the City of New Carrollton do hereby proclaim May 15 through May 21, 2022, as National Public Works Week in the City of New Carrollton, and further extend appreciation to our Department of Public Work employees for the vital services they perform and their exemplary dedication to the residents and the community they serve.

Dated this 4th day of May in the year 2022.

Phelecia E. Nembhard
Mayor

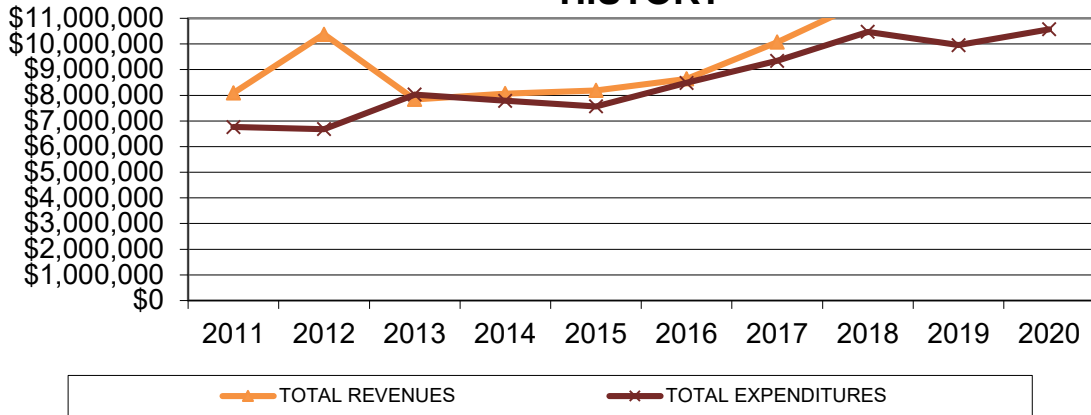


OPERATING BUDGET SUMMARY

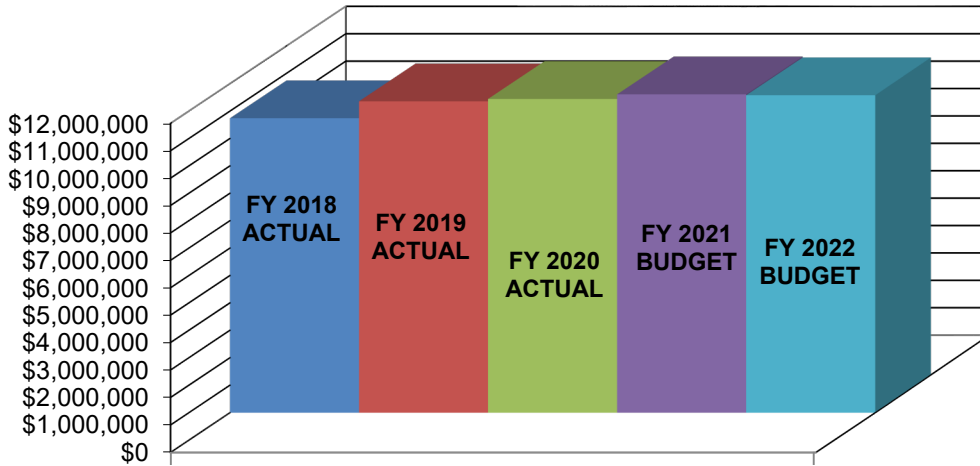
The following provides both a summary and details of revenues, expenditures and fund balances. Included is a ten-year summary graph showing the City's revenue and expenditure history.



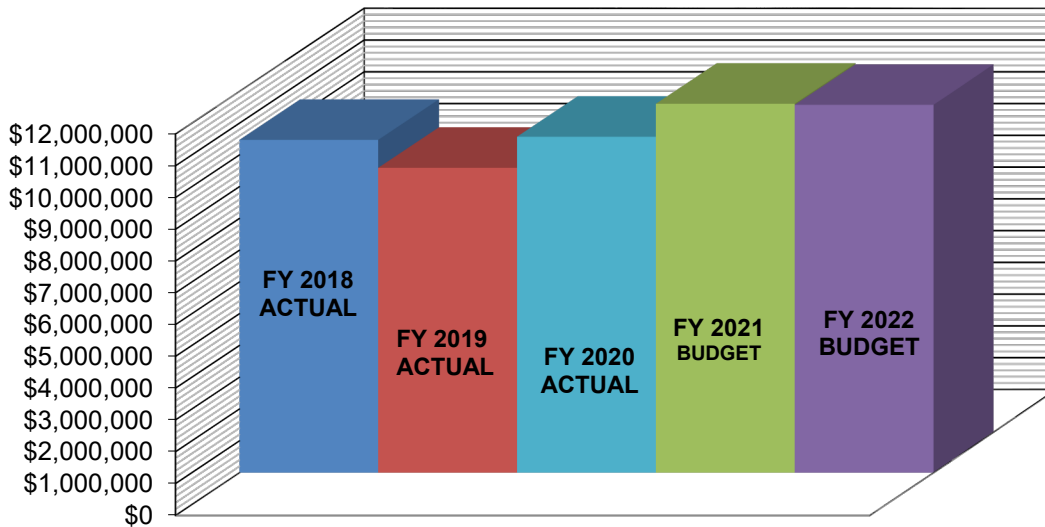
10 YEAR REVENUES AND EXPENDITURES HISTORY



REVENUES AND RESOURCES



EXPENDITURES AND RESERVES



CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Comparative Operating Budget Summary—General Fund

DESCRIPTION	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	BUDGET
	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROPOSED	FY 2022-20 PCT CHG
REVENUES AND RESOURCES						
Real Property	\$5,574,167	\$5,843,755	\$6,265,845	\$6,285,419	\$6,904,798	
Personal Property & Utilities	552,014	587,272	835,213	551,000	836,000	
Interest & Penalties	19,589	34,786	36,870	30,000	35,000	
Business Taxes	1,939	2,097	115	2,000	1,000	
State Shared Taxes-Highway User Revenue	295,443	345,900	380,689	363,534	405,899	
State Shared Taxes - Income Taxes	1,249,195	1,209,657	1,271,203	1,200,000	1,250,000	
County Shared Taxes	152,370	111,180	69,247	83,487	73,487	
TAX REVENUES	7,844,717	8,134,647	8,859,182	8,515,440	9,506,184	
Licenses and Permits	220,499	203,399	182,835	202,522	206,552	
Grants	254,304	205,590	961,860	4,234,261	152,000	
Revenues from Other Agencies-Cable TV	112,497	104,135	86,628	111,000	100,000	
Service Fees & Charges	712,224	682,158	665,862	684,069	681,500	
Fines & Forfeitures	1,365,483	1,416,682	1,733,089	1,214,500	1,812,500	
Other Revenues	673,398	600,459	391,116	262,368	393,868	
OTHER REVENUES	3,338,406	3,212,422	4,021,390	6,708,720	3,346,420	
OPERATING REVENUES	11,183,123	11,347,069	12,880,572	15,224,160	12,852,604	
Contingency Reserve Carryover				130,000	130,000	
Appropriated Fund Balances	173,881	96,271	87,668	157,000	165,000	
Operating Reserve				150,000	150,000	
RESERVES AND APPROPRIATIONS	173,881	96,271	87,668	437,000	445,000	
TOTAL REVENUE AND RESOURCES	\$11,357,004	\$11,443,339	\$12,968,240	\$15,661,160	\$13,297,604	

DESCRIPTION	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	BUDGET
	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROPOSED	FY 2022-2023 PCT CHG
EXPENDITURES AND RESERVES						
General Government	\$1,472,524	\$1,533,060	\$1,032,688	\$1,803,390	\$1,980,218	10%
Public Safety	2,611,267	2,875,070	3,314,901	3,133,397	3,317,193	6%
Public Works	2,247,023	2,247,460	2,084,863	2,635,127	2,653,479	1%
PERSONNEL COSTS	6,330,814	6,655,590	6,432,453	7,571,914	7,950,891	5%
General Government	609,638	713,038	1,356,791	4,886,397	1,357,552	-72%
Public Safety	801,152	897,977	1,074,252	726,287	1,005,360	38%
Public Works	1,039,242	1,123,798	1,194,664	1,290,967	1,718,000	33%
OPERATIONS COSTS	2,450,032	2,734,813	3,625,707	6,903,651	4,080,912	-41%
General Government	205,322	155,120	125,083	56,500	237,000	319%
Public Safety	69,095	228,967	135,000	2,500	3,500	40%
Public Works	573,131	157,509	595,346	506,000	500,000	-1%
CAPITAL COSTS	847,548	541,596	855,429	565,000	740,500	31%
TOTAL EXPENDITURES	9,628,395	9,932,000	10,913,588	15,040,565	12,772,303	-15%
Debt Service (Principal & Interest)	325,541	328,780	334,612	335,596	240,300	-28%
TOTAL DEBT SERVICE	325,541	328,780	334,612	335,596	240,300	-28%
Contingency Reserve Carryover				130,000	130,000	0%
Operating Reserve				150,000	150,000	0%
Other Use of Appropriations	3,500	5,000	9,000	5,000	5,000	0%
TOTAL USE OF APPROPRIATIONS	3,500	5,000	9,000	285,000	285,000	0%
TOTAL EXPENDITURES AND RESERVES	9,957,435	10,265,780	11,257,204	15,661,161	13,297,603	-15%
Surplus (Deficit)	\$1,399,569	\$1,177,559	\$1,711,034	\$0	\$0	
Fund Balance, Beginning of Year	10,290,855	13,402,973	14,580,532	16,291,566	16,291,566	
Fund Balance, End of Year	\$13,402,973	\$14,580,532	\$16,291,566	\$16,291,566	\$16,291,566	

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Fund Balance Summary—Restricted & Assigned

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

Fund Balance Explanations:

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

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

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

Assigned Fund Balances:

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

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

Where Funds Come From—FY 2023 Budget:

Real Estate	51.9%
Personal Property	6.3%
Interest & Penalties	0.3%
Business Taxes	0.0%
State Highway User Revenues	3.1%
State Income Taxes	9.4%
County Shared Taxes	0.6%
TOTAL TAXES	71.5%
Licenses & Permits	1.6%
Grants	1.1%
Revenues from Other Agencies - Cable TV	0.8%
Service Fees and Charges	5.1%
Fines & Forfeitures	13.6%
Other Revenues	3.0%
TOTAL OTHER REVENUES	25.2%
RESERVES AND APPROPRIATIONS	3.3%
TOTAL REVENUES	100.0%

Where Funds Go—FY 2023 Budget:

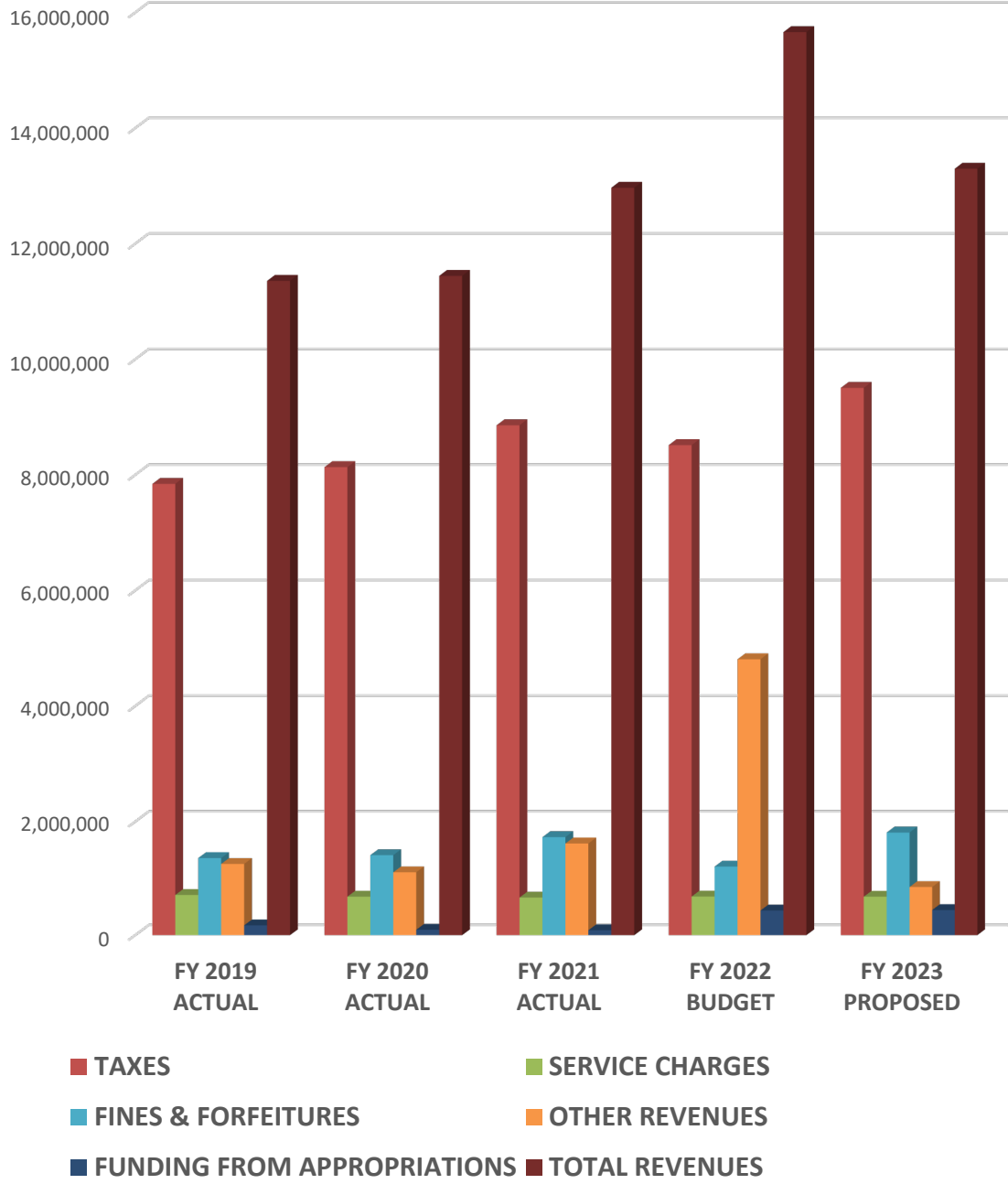
Mayor & Council	2.5%
General Government Administration	16.4%
Economic Development	0.8%
Finance & Accounting	3.2%
TOTAL GENERAL GOVERNMENT	23.0%
Police Administration	12.9%
Police Special Operations	3.4%
Police Patrol	13.6%
Police Support Services	2.1%
Code Enforcement	4.4%
TOTAL POLICE	36.5%
Public Works Administration	8.9%
Public Works Maintenance	8.0%
Public Works Sanitation	14.4%
Public Works Grounds Maintenance	5.4%
TOTAL PUBLIC WORKS	36.6%
Debt Service	1.8%
Other Expenditures	0.0%
TOTAL OTHER	1.8%
RESERVES & APPROPRIATIONS	2.1%
TOTAL EXPENDITURES & RESERVES	100.0%



REVENUES & RESOURCES



REVENUES & RESOURCES COMPARISON



CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Revenue & Resources—Taxes, Licenses & Permits

							BUDGET
ACCOUNT		FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2022-2023
NUMBER	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROPOSED	PCT CHG
	<u>GENERAL PROPERTY TAXES</u>						
01-1000-30100	Real Property	\$5,334,543	\$5,716,336	\$6,131,303	\$6,155,419	\$6,769,798	10%
01-1000-30150	Business Real Property - Public Safety Taxing District	239,624	127,419	134,542	130,000	135,000	4%
01-1000-30200	Personal Property - Business	419,164	455,362	675,702	420,000	676,000	61%
01-1000-30250	Personal Property - Public Safety Taxing District	30,824	35,814	61,888	34,000	60,000	76%
01-1000-30300	Property of Public Utilities	102,026	96,096	97,623	97,000	100,000	3%
01-1000-30510	Penalties / Interest	19,589	34,786	36,870	30,000	35,000	17%
	TOTAL GENERAL PROPERTY TAXES	\$6,145,770	\$6,465,813	\$7,137,928	\$6,866,419	\$7,775,798	13%
	<u>STATE SHARED TAXES</u>						
01-1000-30650	Admissions & Amusements	1,939	2,097	115	2,000	1,000	-50%
01-1000-31610	Highway User & Motor Vehicle Tax	295,443	345,900	380,689	363,534	405,899	12%
01-1000-31620	State Income Tax	1,249,195	1,209,657	1,271,203	1,200,000	1,250,000	4%
	TOTAL STATE SHARED TAXES	\$1,546,577	\$1,557,654	\$1,652,007	\$1,565,534	\$1,656,899	6%
	<u>COUNTY SHARED TAXES</u>						
01-1000-31630	P.G. County Disposal Fee Rebate	33,468	33,468	33,468	33,468	33,468	0%
01-1000-31650	Hotel / Motel Tax	118,883	77,692	35,779	50,000	40,000	-20%
01-1000-31700	Payment in Lieu of Bank Stocks	19	19	-	19	19.00	0%
	TOTAL COUNTY SHARED TAXES	\$152,370	\$111,180	\$69,247	\$83,487	\$73,487	-12%
	TOTAL TAXES	\$7,844,717	\$8,134,647	\$8,859,182	\$8,515,440	\$9,506,184	12%

							BUDGET
ACCOUNT		FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2022-2023
NUMBER	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROPOSED	PCT CHG
	<u>LICENSES AND PERMITS</u>						
01-1000-32100	State Traders & Peddlers	5,426	4,961	6,987	5,000	9,000	80%
01-1000-32150	City Business License	13,530	13,240	13,776	13,000	13,000	0%
01-1000-32200	Comcast Franchise Fees	94,130	81,122	78,651	80,000	80,000	0%
01-1000-32210	Verizon Cable Franchise Fees	88,081	87,204	62,009	86,000	86,000	0%
01-1000-32310	Verizon Property Lease	9,522	9,522	9,522	9,522	9,552	0%
01-1000-32400	Building Permit Fees	9,810	7,350	11,890	9,000	9,000	0%
	TOTAL LICENSES AND PERMITS	\$220,499	\$203,399	\$182,835	\$202,522	\$206,552	2%

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Revenue & Resources—Taxes, Licenses & Permits

GENERAL PROPERTY TAXES

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

STATE SHARED TAXES

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

Revenues Continued

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

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

COUNTY SHARED TAXES

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

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

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

LICENSES AND PERMITS

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

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

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

Revenues Continued

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

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

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

ACCOUNT NUMBER	DESCRIPTION	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 BUDGET	FY 2023 PROPOSED	BUDGET FY 2022-2023 PCT CHG
INTERGOVERNMENTAL GRANTS							
01-1000-33700	State Aid for Police Protection	\$167,948	\$161,256	\$167,591	\$152,000	\$152,000	0%
01-1000-33710	Crime Control & Prevention Grant	39,350					
01-1000-33720	Community Policing Service Grant						
01-1000-33725	Domestic Violence Resource Grant						
01-1000-35310	School Bus Grant	-	3,600	-	-	-	
01-1000-35315	COVID Relief Funds			789,188	-	-	
01-1000-35317	American Rescue Plan Act Funds	-	-	-	4,082,261.00		-100%
01-1000-35340	Other Miscellaneous Grants	47,006	40,734	5,081			
	TOTAL INTERGOVERNMENTAL GRANTS	\$254,304	\$205,590	\$961,860	\$4,234,261	\$152,000	-96%
REVENUE FROM OTHER AGENCIES							
01-1000-35600	Cable TV Equip. Support Grant-Comcast	56,478	48,673	47,191	55,000	50,000	-9%
01-1000-35620	Cable TV Equip. Support Grant-Verizon	56,020	55,462	39,437	56,000	50,000	-11%
	TOTAL REVENUE FROM OTHER AGENCIES	\$112,497	\$104,135	\$86,628	\$111,000	\$100,000	-10%
SERVICE CHARGES - GENERAL GOVERNMENT							
01-1000-35810	Advertising Fees	3,454	2,114	435	2,000	1,000	-50%
01-1000-35820	Municipal Center Room Rent	1,853	1,650	75	1,300	-	-100%
SERVICE CHARGES - POLICE SERVICES							
01-1000-35860	Special Police Service Fees	26,744	12,795	13,710	15,000	15,000	0%

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

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

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

INTERGOVERNMENTAL GRANTS

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

REVENUES FROM OTHER AGENCIES

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

Revenues Continued

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

SERVICE CHARGES - GENERAL GOVERNMENT

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

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

SERVICE CHARGES - POLICE SERVICE

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

SERVICE CHARGES – CODE ENFORCEMENT

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

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

Revenues Continued

SERVICE CHARGES – SANITATION SERVICES

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

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

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Revenue & Resources—Other Revenues, Financing & Fund Designations

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

							BUDGET
ACCOUNT		FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2022-2023
NUMBER	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROPOSED	PCT CHG
	<u>OTHER FINANCING SOURCES</u>						
01-1000-36730	Designated for Wellness Fund				10,000	10,000	0%
01-1000-36740	Bond Proceeds-Municipal Building Upgrade	173,881	96,271	87,668	-	-	
01-1000-36755	Designated Weinbach Scholarship	-	-		5,000	5,000	0%
	TOTAL OTHER FINANCING SOURCES	\$173,881	\$96,271	\$87,668	\$15,000	\$15,000	0%
	<u>APPROPRIATED FUND BALANCES</u>						
01-1000-36810	Designated for Street Repair				142,000	150,000	6%
01-1000-36840	Contingency Reserve				130,000	130,000	0%
01-1000-36850	Undesignated Prior Year Surplus	-	-	-	-	-	0%
01-1000-36900	Operating Reserve				150,000	150,000	0%
	TOTAL FUNDING FROM APPROPRIATIONS	\$0	\$0	\$0	\$422,000	\$430,000	2%
	TOTAL REVENUES AND RESOURCES	\$11,357,004	\$11,443,339	\$12,968,240	\$15,661,160	\$13,297,604	-15%

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Revenue & Resources—Other Revenues, Financing & Fund Designations

FINES AND FORFEITURES

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

INTEREST AND DIVIDENDS

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

OTHER REVENUES

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

Revenues Continued

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

OTHER FINANCING SOURCES

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

APPROPRIATED FUND BALANCES

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

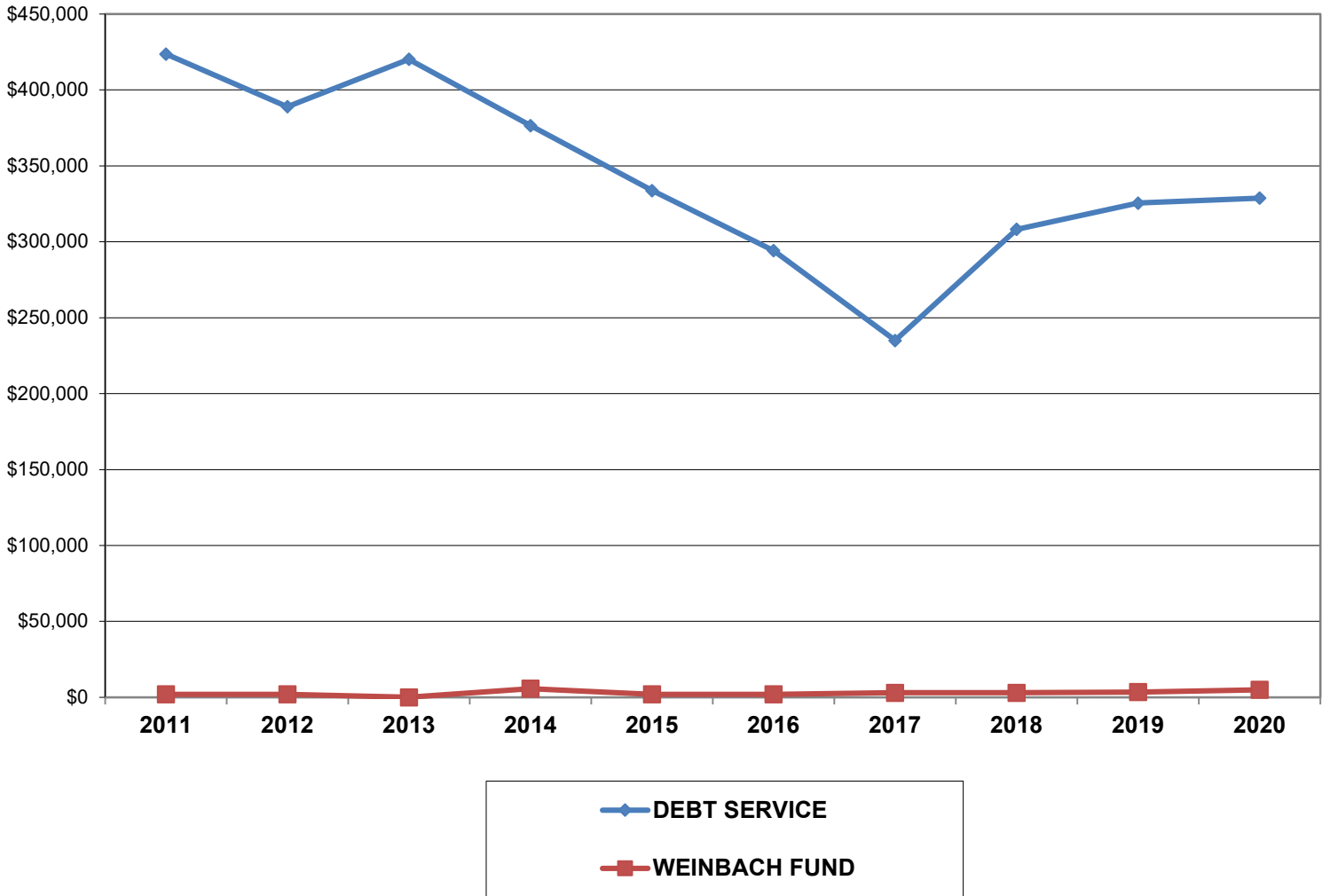


OTHER EXPENDITURES: NON-DEPARTMENTAL EXPENDITURES

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



**OTHER EXPENDITURES
(10 YEARS HISTORY)**



CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Debt Service & Fund Designations

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

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

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

OTHER EXPENSES

Debt Service

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

Appropriations

01-4520-62100 **Contingency Reserve:** Funds reserved for expenditures in the fiscal year to spend in the event of urgent situations.

01-4520-62120 **Operating Reserve:** Each annual budget shall include, as part of the total expenditure appropriations, an operating reserve which shall be in the amount of not less than one hundred fifty thousand dollars (\$150,000). [Amended 4-2-1997 by Ord. No. 97-01]

01-4521-62200 **Weinbach Scholarship Grant:** Scholarships awarded to New Carrollton Scholars.

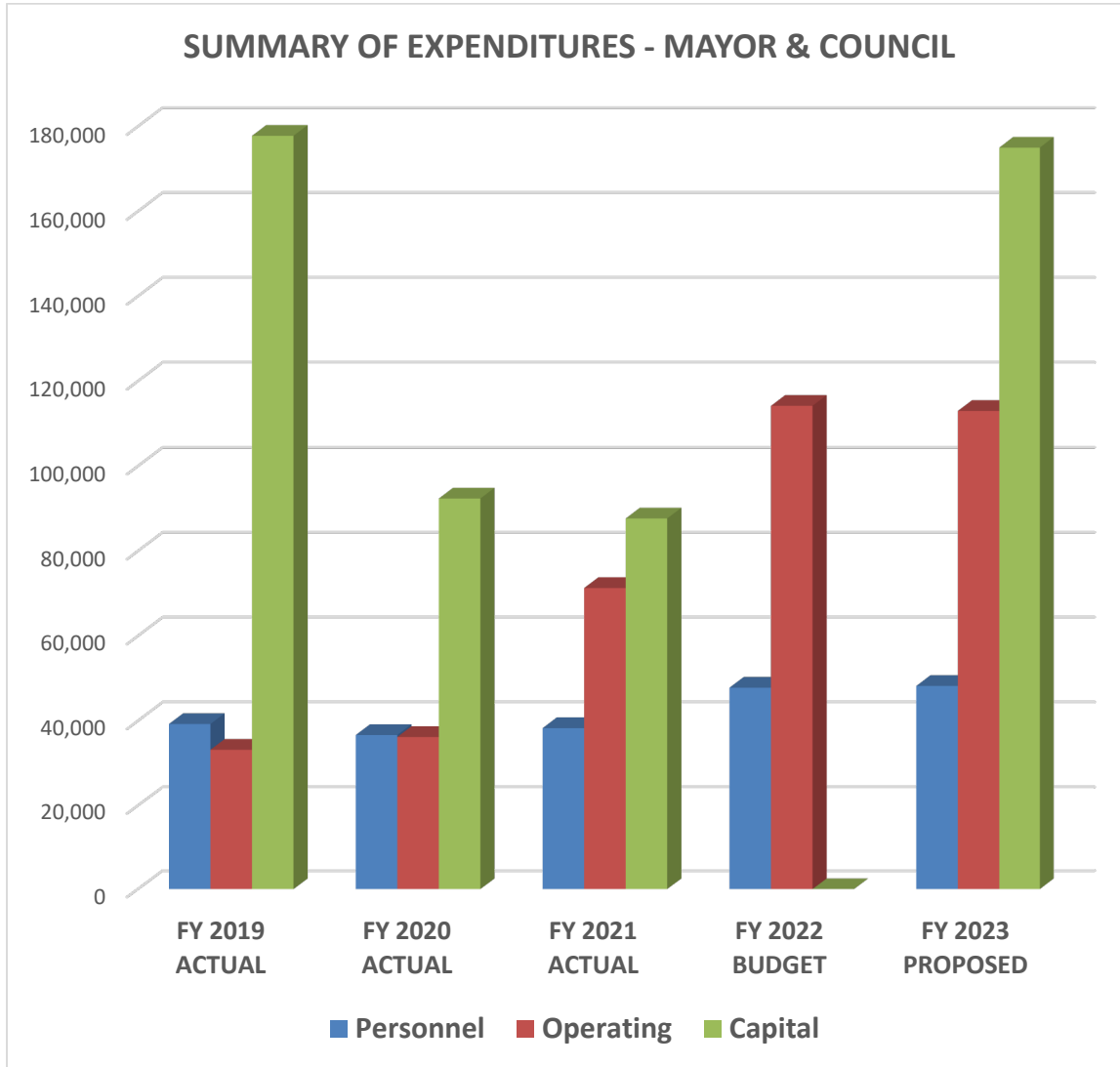


GENERAL GOVERNMENT



GENERAL GOVERNMENT: MAYOR AND COUNCIL

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



CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—GENERAL GOVERNMENT | ACTIVITY—MAYOR AND COUNCIL

ACCOUNT NUMBER	DESCRIPTION	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 BUDGET	FY 2023 PROPOSED	BUDGET
							FY 2022-2023 PCT CHG
<u>PERS ONNEL EXPENSES</u>							
01-1110-45000	Mayor	\$7,200	\$7,200	\$7,200	\$9,600	\$9,600	0%
01-1110-45100	Council	23,200	24,000	24,000	30,000	30,000	0%
01-1110-45250	Treasurer	1,500	-	-	-	-	
01-1110-46300	F.I.C.A.	2,440	2,387	2,170	3,030	3,030	0%
01-1110-46500	Health Insurance	2,651	-	-	-	-	
01-1110-47000	Workers' Compensation	0	76	75	80	500	525%
01-1110-48000	Retirement / Pension	2,268	3,006	4,855	5100	5,100	0%
Total Personnel Expenses		\$39,259	\$36,669	\$38,300	\$47,810	\$48,230	1%

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

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

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

PERSONNEL EXPENSES

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

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—GENERAL GOVERNMENT | ACTIVITY—MAYOR AND COUNCIL

ACCOUNT NUMBER	DESCRIPTION	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 BUDGET	BUDGET	
						FY 2023 PROPOSED	FY 2022-2023 PCT CHG
<u>OPERATING EXPENSES</u>							
01-1110-52520	Office Supplies & Printing	\$245	\$7	\$645	\$1,000	\$1,000	0%
01-1110-53510	Dues & Subscriptions	60		10,488	11,000	12,000	9%
01-1110-53530	Training & Onboarding		70	500	3,000	2,000	-33%
01-1110-53540	Travel & Meetings	12,915	8,600	10,507	19,500	19,500	0%
01-1110-53560	Gifts, Events, Special Occasions			157	1,000	1,000	-20%
01-1110-53570	Uniforms/Apparel		38	486	500	500	0%
01-1110-54020	Cell Phones	741	656	252	200	200	0%
01-1110-54300	Fire Department Grant		14,000	12,000	7,000	7,000	0%
01-1110-54310	Youth Activities Grant	10,000	10,000	10,000	10,000	10,000	0%
01-1110-54320	Boys & Girls Club Grant	5,331	643	0	6,000	6,000	0%
01-1110-54340	Community Outreach			\$404	\$1,000	1,000	0%
01-1110-54345	Emergency Assistance Program			24,331	50,000	50,000	0%
01-1110-54445	Community Promotion	3,071	1,504	288	2,000	2,000	0%
01-1110-54550	Miscellaneous Expenses	79	661	1,232	1,500	300	-80%
01-1110-54620	Welcome Committee	753	19	0	500	500	0%
Total Operating Expenses		\$33,195	\$36,199	\$71,289	\$114,200	\$113,000	-1%

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

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

OPERATING EXPENSES

- 01-1110-52520** **Office Supplies & Printing:** Stationery, miscellaneous office supplies and materials necessary for the operations of the Mayor and Council.

- 01-1110-53510** **Dues & Subscriptions:** Membership in various associations and subscriptions for magazines and journals that can enhance the employees’ skills.

- 01-1110-53530** **Training & Onboarding:** The cost of training for the Council, MML graduate classes, and new Council onboarding.

- 01-1110-53540** **Travel & Meetings:** Expenses incurred by Mayor & Council while on official City business including the annual Mayor-Council retreat; mileage, parking, tolls, and accommodations.

- 01-1510-53560** **Gifts, Events, Special Occasions:** Funds allocated for Mayor and Councilmember gifts for special occasions such as bereavement, retirement functions, etc. for the Mayor and Council.

- 01-1110-53570** **Uniforms/Apparel:** Costs of uniform items necessary during the discharge of duties.

- 01-1110-54020** **Cell Phones:** City provided cell phone cost for Mayor.

- 01-1110-54300** **Fire Department Grant:** Annual grant to West Lanham Hills VFD/Rescue Squad.

- 01-1110-54310** **Youth Activities Grant:** Annual grant designated for expenditures to benefit youth activity programs.

- 01-1110-54320** **Boys and Girls Club Grant:** Annual reimbursable grant designated for expenditures to benefit the Boys and Girls Club of New Carrollton.

- 01-1110-54340** **Community Outreach:** Funding for community giveaways and distributions to provide necessities to the residents.

- 01-1110-54340** **Emergency Assistance Program:** Funds for the Emergency Assistance Program, which provides assistance to residents who are experiencing financial hardships.

- 01-1110-54445** **Community Promotion:** Mayor and Council directed funding for events and activities that benefit the New Carrollton community.

01-1110-54550 **Miscellaneous Expenses:** Expenditures that cannot be logically classified under other categories.

01-1110-54620 **Welcome Committee:** Cost of supplies to provide welcome packages for new residents.

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—GENERAL GOVERNMENT | ACTIVITY—MAYOR AND COUNCIL

ACCOUNT NUMBER	DESCRIPTION	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 BUDGET	FY 2023 PROPOSED	BUDGET
							FY 2022-2023 PCT CHG
<u>CAPITAL OUTLAY</u>							
01-1110-57011	Municipal Center Building Upgra	\$177,790	\$92,362	\$87,668	-	\$175,000	100%
Total Capital Expenses							
		\$177,790	\$92,362	\$87,668	\$0	\$175,000	100%
TOTAL MAYOR & COUNCIL		\$250,244	\$165,230	\$197,258	\$162,010	\$336,230	108%

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

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

FUNCTION—GENERAL GOVERNMENT | ACTIVITY—MAYOR AND COUNCIL

CAPITAL EXPENSES

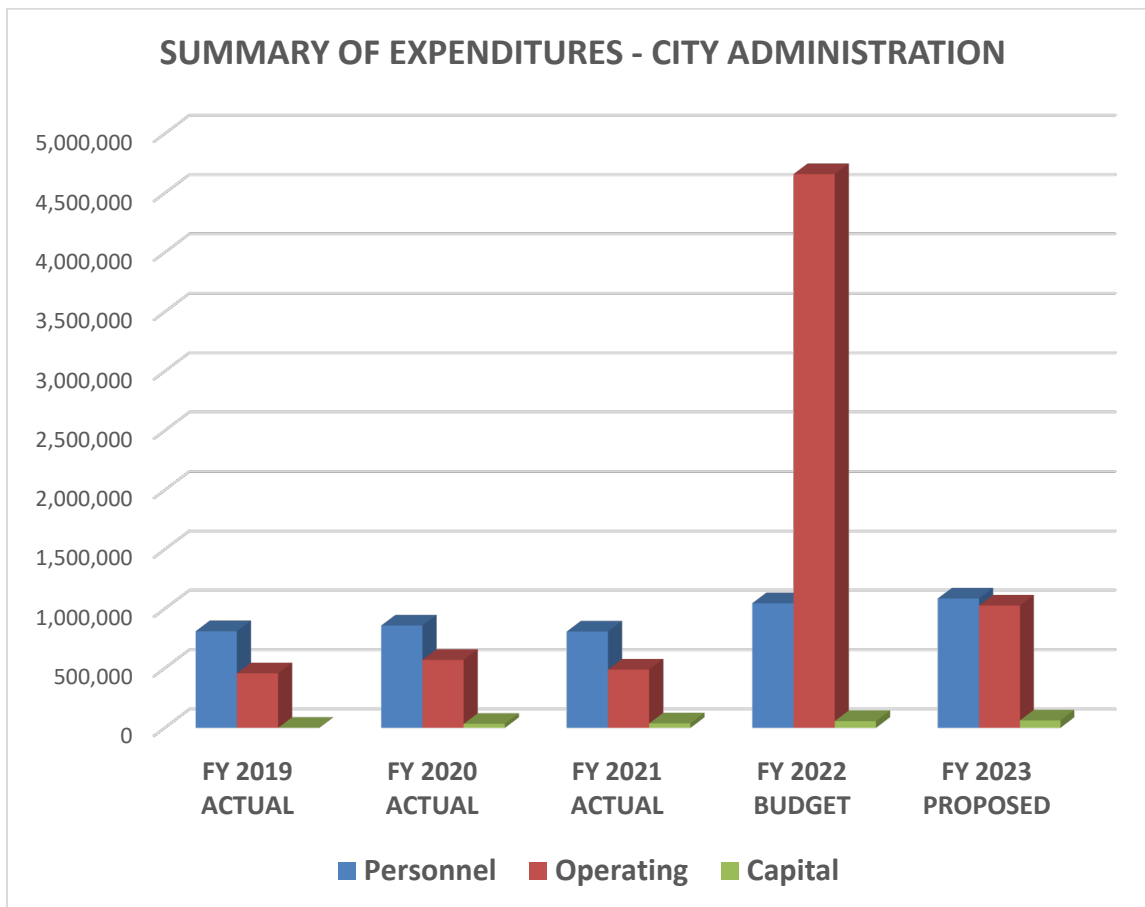
01-1110-57011 **Municipal Center Building Upgrade:** Renovations for City Municipal Center.

GENERAL GOVERNMENT: ADMINISTRATION

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

PROGRAM GOALS:

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



CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—GENERAL GOVERNMENT | ACTIVITY—ADMINISTRATION

ACCOUNT NUMBER	DESCRIPTION	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	BUDGET
		ACTUAL	ACTUAL	ACTUAL	BUDGET	PROPOSED	FY 2022-2023 PCT CHG
<u>PERSONNEL EXPENSES</u>							
01-1510-45200	City Administrative Officer	\$132,500	\$128,963	\$105,194	\$141,407	\$127,000	-10%
01-1510-45400	Employee Services	469,892	517,337	492,507	660,000	642,305	-3%
01-1510-45525	Cable TV Operators	3,243	1,791	1,965	5,382	0	-100%
01-1510-45650	Overtime - Employee Services	2,857	5,555	4,596	3,000	3,000	0%
01-1510-46300	F.I.C.A.	45,745	48,774	49,153	61,949	59,081	-5%
01-1510-46500	Health Insurance	103,879	95,266	87,731	92,756	150,000	62%
01-1510-47000	Workers' Compensation	4,789	5,969	4,864	9,365	15,000	60%
01-1510-48000	Retirement/Pension	43,372	49,932	57,951	67,300	85,000	26%
01-1510-48010	Life and LTD	4,524	5,040	4,053	5,170	5,500	6%
Total Personnel Expenses		\$810,801	\$858,627	\$808,014	\$1,046,329	\$1,086,886	4%

DESCRIPTION	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
	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	2
Office Manager				1	1
Fleet Manager	0	1	1	0	0
Facilities Technician	0	1	1	0	0
Human Resources/ Special Projects	0	0	1	1	1
Information Technology Administrator				1	1
Total Full -Time	8	10	11	10	10

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

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

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

FUNCTION—GENERAL GOVERNMENT | ACTIVITY—ADMINISTRATION

PERSONNEL EXPENSES

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

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

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

FUNCTION—GENERAL GOVERNMENT | ACTIVITY—ADMINISTRATION

ACCOUNT NUMBER	DESCRIPTION	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 BUDGET	BUDGET	
						FY 2023 PROPOSED	FY 2022-2023 PCT CHG
<u>OPERATING EXPENSES</u>							
<u>G.G. Admin</u>							
01-1510-50200	Computer & IT Support	\$48,316	\$56,374	\$57,235	\$51,000	\$30,000	-41%
01-1510-50220	Website & E-Mail Services	11,793	9,281	8,425	12,500	12,500	0%
01-1510-50300	City Attorney Expenses	6,336	9,819	17,256	15,000	20,000	33%
01-1510-50301	Special Counsel Expenses	10,254	24,273	8,769	10,000	15,000	
01-1510-50320	Engineering Services	2,023			2,500	2,500	0%
01-1510-50325	Consulting Services	17,917	3,160	160	5,000	400,000	7900%
01-1510-50330	Temporary Office Support	19,869	22,464	-	1,000	2,000	100%
01-1510-50400	Advertising Expenses	1,836	2,471	1,800	3,000	3,000	0%
01-1510-50430	Cable Television Operations	13,458	44,920	65,446	60,000	60,000	0%
01-1510-50440	I-Net Operating Cost	14,636	15,276	17,437	16,386	23,692	45%
01-1510-50450	City Newsletter	29,614	36,657	32,007	31,000	32,000	3%
01-1510-50470	COVID Related		18,943	-	-	-	
01-1510-50475	American Rescue Plan Act Related Expenses				4,082,261	-	
01-1510-50700	General Liability Insurance	9,406	8,770	9,097	9,000	12,000	33%
01-1510-50710	Auto Insurance	3,371	2,680	670	1,000	2,000	100%
01-1510-50720	Public Officials Liability & Bonding	22,054	23,070	14,814	23,000	25,000	9%
01-1510-50750	Equipment Maintenance Contracts	13,184	9,888	9,888	13,250	13,250	0%
01-1510-50760	Office Equip. Maintenance Contracts	8,839	6,987	6,357	10,000	10,000	0%
01-1510-52100	Building Maintenance & Repair	24,617	40,401	28,248	48,000	48,000	0%
01-1510-52110	Office Equipment Maint. & Repair	454		-		0	-100%
01-1510-52130	Vehicle Operations & Maintenance	292	527	250	1,000	1,000	0%
01-1510-52140	Vehicle Gasoline Use	568	31	222	1,500	1,500	0%
01-1510-52500	Computer Supplies	738	230	86	500	2,000	300%
01-1510-52510	Pantry Supplies	3,999	2,952	1,919	1,500	3,000	100%
01-1510-52520	Office Supplies & Printing	6,752	6,228	5,792	10,000	10,000	0%
01-1510-52550	Janitorial Supplies	6,845	7,492	8,189	7,000	9,000	29%
01-1510-53510	Dues & Subscriptions	13,315	14,305	531	4,000	5,000	25%
01-1510-53520	Employee Training	1,318	3,341	1,673	2,500	6,000	140%
01-1510-53540	Travel & Meetings	4,524	5,523	4,756	10,000	10,700	7%
01-1510-53560	Employee Gifts -Special Occasions	1,638		133	2,000	2,000	0%
01-1510-53570	Uniforms/Apparel	536	495	1,026	500	500	0%

01-1510-54010	Telephones & Cable	12,191	12,930	11,626	15,000	15,000	0%
01-1510-54020	Cell Phones	778	564	1,584	1,800	3,000	67%
01-1510-54021	GPS Tracking		239	56	240	0	-100%
01-1510-54050	Utility -Electricity	17,071	11,395	19,703	30,000	30,000	0%
01-1510-54060	Utility - Natural Gas	7,393	15,897	8,494	10,000	15,000	50%
01-1510-54070	Utility - Water	8,040	9,264	6,914	9,000	9,000	0%
01-1510-54080	Postage Meter & Courier Services	5,784	5,337	5,201	3,000	3,000	0%
01-1510-54150	Upkeep of Hanko Building	13,803	13,779	13,866	13,000	15,000	15%
01-1510-54430	Election	21,641	37,000	38,778	15,000	40,000	167%
01-1510-54445	Community Promotion	23,958			-	-	
01-1510-54446	Community Day		17,447	2,132	19,000	20,000	5%
01-1510-54447	Halloween Event		1,317	1,428	1,500	1,500	0%
01-1510-54448	Holiday Decorating Contest		300	780	1,000	1,000	0%
01-1510-54449	Shred Events		806	750	900	1,500	67%
01-1510-54450	New Carrollton Green Team	1,029	2,762	-	500	500	0%
01-1510-54451	Spring Community Event		3,129	993	10,000	12,000	20%
01-1510-54452	Supplies/Promotional		1,149	4,120	3,000	3,000	0%
01-1510-54470	Ordinance Recodification	6,103	5,269	5,593	7,000	7,000	0%
01-1510-54550	Miscellaneous	282	1,581	1,242	2,500	500	-80%
01-1510-54552	Vending Machine		113	1,579	1,500	2,000	33%
01-1510-54560	HEAL Grant		5,000	14,934	-	-	100%
	SUBTOTAL G.G. ADMIN	\$416,574	\$521,835	\$441,959	\$4,578,337	\$940,642	-79%

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

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

OPERATING EXPENSES

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

General Government Operating Expense Continued

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

General Government Operating Expense Continued

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

General Government Operating Expense Continued

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

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—GENERAL GOVERNMENT | ACTIVITY—HUMAN RESOURCES

ACCOUNT NUMBER	DESCRIPTION	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 BUDGET	FY 2023 PROPOSED	BUDGET
							FY 2022-2023 PCT CHG
<u>OPERATING EXPENSES</u>							
<u>Human Resources</u>							
01-1530-46700	Employee Assistance Program	\$5,785	\$6,657	\$5,929	\$8,500	\$8,500	0%
01-1530-46710	Flexible Spending Account	1,045	1,034	1,312	1,300	1,300	0%
01-1530-46730	Education Reimbursements		1,200	0	5,000	5,000	0%
01-1530-50200	Computer & IT Support	1,788	1,341	1,788	1,850	2,000	8%
01-1530-50325	Consulting Services				1,000	1,000	0%
01-1530-50400	Advertising/Recruiting	50	990	1,785	2,250	2,250	-9%
01-1530-52520	Office Supplies & Printing	349	941	660	3,000	1,000	-67%
01-1530-53510	Dues & Subscriptions	214	720	508	800	800	0%
01-1530-53520	Employee Training	1,616	417	285	2,250	2,250	0%
01-1530-53540	HR Training, Travel & Meetings	563	345	2,795	4,100	5,000	22%
01-1530-53560	Employee Gifts & Spec Occasions	18,449	15,906	20,871	24,250	30,000	24%
01-1530-53580	Pre-Employment Screenings	651	441	1,349	1,350	2,000	48%
01-1530-53590	Post-Employment Screenings	4,827	3,571	3,151	5,810	5,810	0%
01-1530-53595	Recruitment & Retention Program		1,335	6,594	10,000	10,000	0%
01-1530-53600	Wellness Programs	5,457	13,844	4	10,000	10,000	0%
	SUBTOTAL HUMAN RESOURCES	\$40,794	\$48,741	\$47,032	\$81,460	\$86,910	7%
	Total Operating Expenses	\$457,368	\$570,576	\$488,991	\$4,659,797	\$1,027,552	-78%

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

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

Human Resources Operating

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

General Government – Human Resources Operating Expense Continued

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

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—GENERAL GOVERNMENT | ACTIVITY—HUMAN RESOURCES

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

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

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

FUNCTION—GENERAL GOVERNMENT | ACTIVITY—HUMAN RESOURCES

01-1530-58340

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

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—GENERAL GOVERNMENT | ACTIVITY—ADMINISTRATION

ACCOUNT NUMBER	DESCRIPTION	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 BUDGET	FY 2023 PROPOSED	BUDGET
							FY 2022-2023 PCT CHG
CAPITAL OUTLAY							
01-1510-58050	Furniture & Fixtures	294	0	0	0	1,000	100%
01-1510-58100	Office Equipment & Computers			0	500	5,000	900%
01-1510-58102	Building Maintenance Equipment		698	0	0		
01-1510-58120	Website	0				-	
01-1510-58250	Cable TV Equipment		32,490	37,415	56,000	56,000	0%
SUBTOTAL G.G. ADMIN		\$294	\$33,188	\$37,415	\$56,500	\$62,000	10%
Total Capital Expenses		\$294	\$33,188	\$37,415	\$56,500	\$62,000	10%
TOTAL GENERAL GOVERNMENT ADMINISTRATION		\$1,268,463	\$1,462,391	\$1,334,420	\$5,762,626	\$2,176,438	-62%

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

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

FUNCTION—GENERAL GOVERNMENT | ACTIVITY— ADMINISTRATION

Capital Expenses

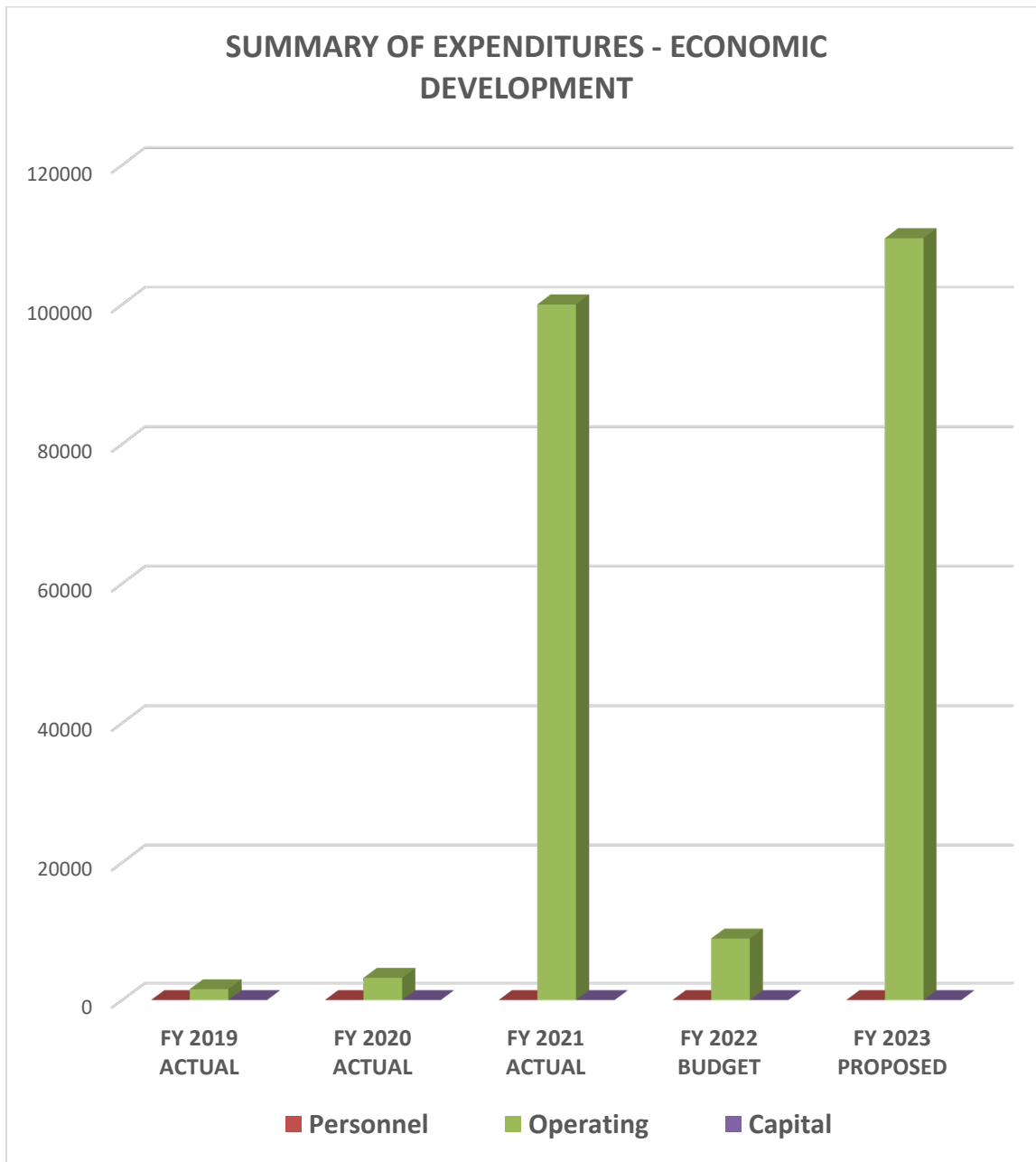
- 01-1510-58050** **Furniture & Fixtures:** Purchase of new office furniture.
- 01-1510-58100** **Office Equipment & Computers:** Purchase of new computers, continued upgrades, and maintenance of the Municipal Center’s computer system.
- 01-1510-58102** **Building Maintenance Equipment:** Equipment used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

GENERAL GOVERNMENT: ECONOMIC DEVELOPMENT

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

PROGRAM GOALS:

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



CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—GENERAL GOVERNMENT | ACTIVITY—ECONOMIC DEVELOPMENT

ACCOUNT NUMBER	DESCRIPTION	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 BUDGET	FY 2023 PROPOSED	BUDGET FY 2022-2023 PCT CHG
PERSONNEL EXPENSES							
01-1520-45400	Employee Services						
01-1520-46300	F.I.C.A.						
01-1520-48010	Life and LTD						
Total Personnel Expenses		\$0	\$0	\$0	\$0	\$0	

	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 BUDGET	BUDGET FY 2023 PROPOSED
POSITIONS					
<u>Full -Time</u>					
Economic Development Coordinator					1
Total Econ. Development Positions	0	0	0	0	1

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

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

FUNCTION—GENERAL GOVERNMENT | ACTIVITY—ECONOMIC DEVELOPMENT

PERSONNEL EXPENSES

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

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—GENERAL GOVERNMENT | ACTIVITY— ECONOMIC DEVELOPMENT

ACCOUNT NUMBER	DESCRIPTION	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	BUDGET
		ACTUAL	ACTUAL	ACTUAL	BUDGET	PROPOSED	FY 2022-2023 PCT CHG
<u>OPERATING EXPENSES</u>							
01-1520-50340	Neighborhood Design Center				1,500	1,500	0%
01-1520-50400	Advertising (Marketing & Promotion)	\$580			2,500	2,500	0%
01-1510-53510	Dues & Subscription				1,000	1,000	0%
01-1520-53520	Employee Training (Professional Dev	289			-		
01-1520-53540	Travel and Meetings	713	85	-	1,500	2,000	33%
01-1520-54425	NARD Grant			100,000	-	100,000	
01-1520-54445	Community Promotion		3,161	0	2,500	2,500	0%
Total Operating Expenses		\$1,582	\$3,246	\$100,000	\$9,000	\$109,500	1117%

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

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

FUNCTION—GENERAL GOVERNMENT | ACTIVITY—ECONOMIC DEVELOPMENT

OPERATING EXPENSES

- 01-1520-50325** **Consulting Services (Contracted Services):** Expenses to pay for professional graphic design services (including professional stock photography) of economic development marketing materials.

- 01-1520-50340** **Neighborhood Design Center:** Expenses for pro bono work of planning and design of community spaces.

- 01-1520-50400** **Advertising (Marketing & Promotion):** Expenses to pay for design, distribution and media buys to generate investment interest and opportunities in New Carrollton.

- 01-1520-53510** **Dues & Subscription:** Membership in various associations (including ICSC, MEDA and IEDC) and subscriptions for magazines and journals that can enhance the employees' skills.

- 01-1520-53520** **Employee Training (Professional Development):** Expenses to pay for employee training.

- 01-1520-53540** **Travel and Meetings:** Expenses to pay for attendance at economic development-related events, panels, workshops, annual International Commercial Shopping Center conference and booth, special events and partnerships in neighboring municipalities and county agencies.

- 01-1520-54445** **Community Promotion:** Expenses to pay for events sponsorships for advertisements in industry publications, support special events and promotions in the commercial district intended to attract shoppers and visitors to New Carrollton (e.g., annual website hosting fee, production and printing of materials, promotions, prizes, outreach, etc.).

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—GENERAL GOVERNMENT | ACTIVITY— ECONOMIC DEVELOPMENT

ACCOUNT NUMBER	DESCRIPTION	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	BUDGET
		ACTUAL	ACTUAL	ACTUAL	BUDGET	PROPOSED	FY 2022-2023 PCT CHG
<u>CAPITAL OUTLAY</u>							
Total Capital Expenses		\$0	\$0	\$0	\$0	\$0	
TOTAL ECONOMIC DEVELOPMENT		\$4,991	\$1,582	\$3,246	\$9,000	\$9,000	0%

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

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

FUNCTION—GENERAL GOVERNMENT | ACTIVITY—ECONOMIC DEVELOPMENT

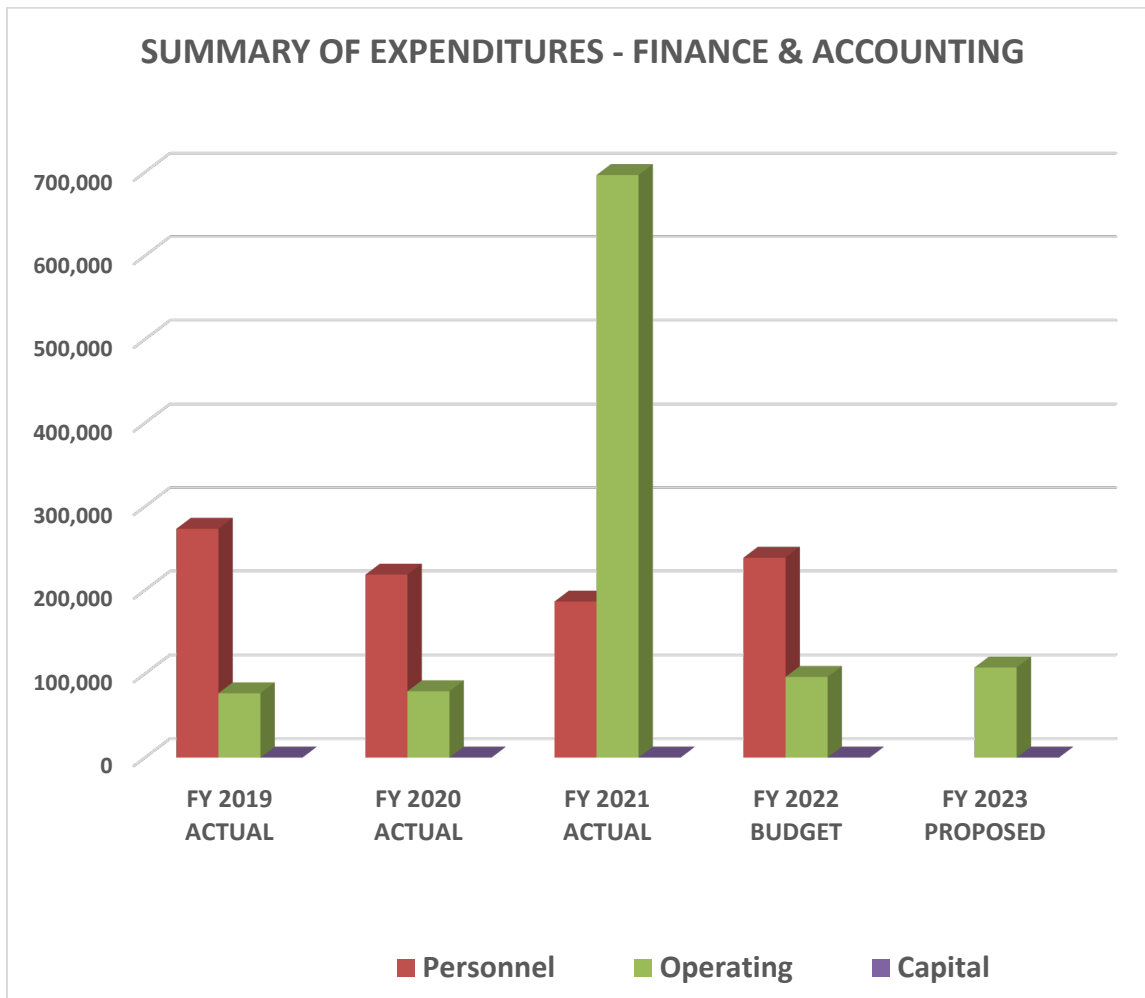
CAPITAL EXPENSES

GENERAL GOVERNMENT: OFFICE OF FINANCE & ACCOUNTING

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

PROGRAM GOALS:

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



CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—GENERAL GOVERNMENT | ACTIVITY— FINANCE AND ACCOUNTING

ACCOUNT NUMBER	DESCRIPTION	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	BUDGET
		ACTUAL	ACTUAL	ACTUAL	BUDGET	PROPOSED	FY 2022-2023 PCT CHG
<u>PERSONNEL EXPENSES</u>							
01-2010-45400	Employee Services	\$203,473	\$163,816	\$137,741	\$177,750	\$214,000	20%
01-2010-45650	Overtime - Employee Services	\$479	712	443	1,000	700	-30%
01-2010-46300	F.I.C.A.	14,927	12,130	10,244	13,674	16,425	20%
01-2010-46500	Health Insurance	36,260	27,648	21,747	29,000	60,900	110%
01-2010-47000	Workers' Compensation	440	487	391	420	5,000	1090%
01-2010-48000	Retirement / Pension	15,985	12,568	14,802	15,500	23,543	52%
01-2010-48010	Life and LTD	1,878	1,223	1,005	1,500	2,000	33%
Total Personnel Expenses		\$273,442	\$218,585	\$186,374	\$238,844	\$322,568	35%

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

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

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

FUNCTION—GENERAL GOVERNMENT | ACTIVITY—FINANCE AND ACCOUNTING

PERSONNEL EXPENSES

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

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—GENERAL GOVERNMENT | ACTIVITY—FINANCE AND ACCOUNTING

ACCOUNT NUMBER	DESCRIPTION	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	BUDGET
		ACTUAL	ACTUAL	ACTUAL	BUDGET	PROPOSED	FY 2022-2023 PCT CHG
<u>OPERATING EXPENSES</u>							
01-2010-50110	Auditing Services	\$23,163	\$24,304	\$25,105	\$28,000	\$30,000	7%
01-2010-50200	Computer & IT Support	35,272	43,517	44,402	50,000	50,000	0%
01-2010-52500	Computer Supplies			615,713	-	-	
01-2010-52520	Office Supplies & Printing	4,289	4,580	3,697	5,000	4,000	-20%
01-2010-53510	Dues & Subscriptions	340	490	40	400	1,000	150%
01-2010-53520	Employee Training	2,842	200	1,622	4,000	10,000	150%
01-2010-53540	Travel & Meetings	1,143	2,186	2,686	5,000	5,000	0%
01-2010-54400	Credit Card Service Fees	1,942	1,748	1,759	2,000	5,000	150%
01-2010-54410	Bank Service Fees	1,453	1,598	1,487	1,500	2,000	33%
01-2010-54550	Miscellaneous	6,286	510	(0.53)	300	500	67%
Total Operating Expenses		\$76,731	\$79,134	\$696,510	\$96,200	\$107,500	12%

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

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

Operating Expenses

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

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—GENERAL GOVERNMENT | ACTIVITY—FINANCE AND ACCOUNTING

ACCOUNT NUMBER	DESCRIPTION	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	BUDGET
		ACTUAL	ACTUAL	ACTUAL	BUDGET	PROPOSED	PCT CHG
<u>CAPITAL OUTLAY</u>							
01-2010-58050	Furniture & Fixtures						
Total Capital Expenses		\$0	\$0	\$0	\$0	\$0	
TOTAL FINANCE & ADMINISTRATION		\$350,173	\$297,718	\$882,884	\$335,044	\$430,068	28%

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

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

FUNCTION—GENERAL GOVERNMENT | ACTIVITY—FINANCE AND ACCOUNTING

Capital Outlay

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



PUBLIC SAFETY

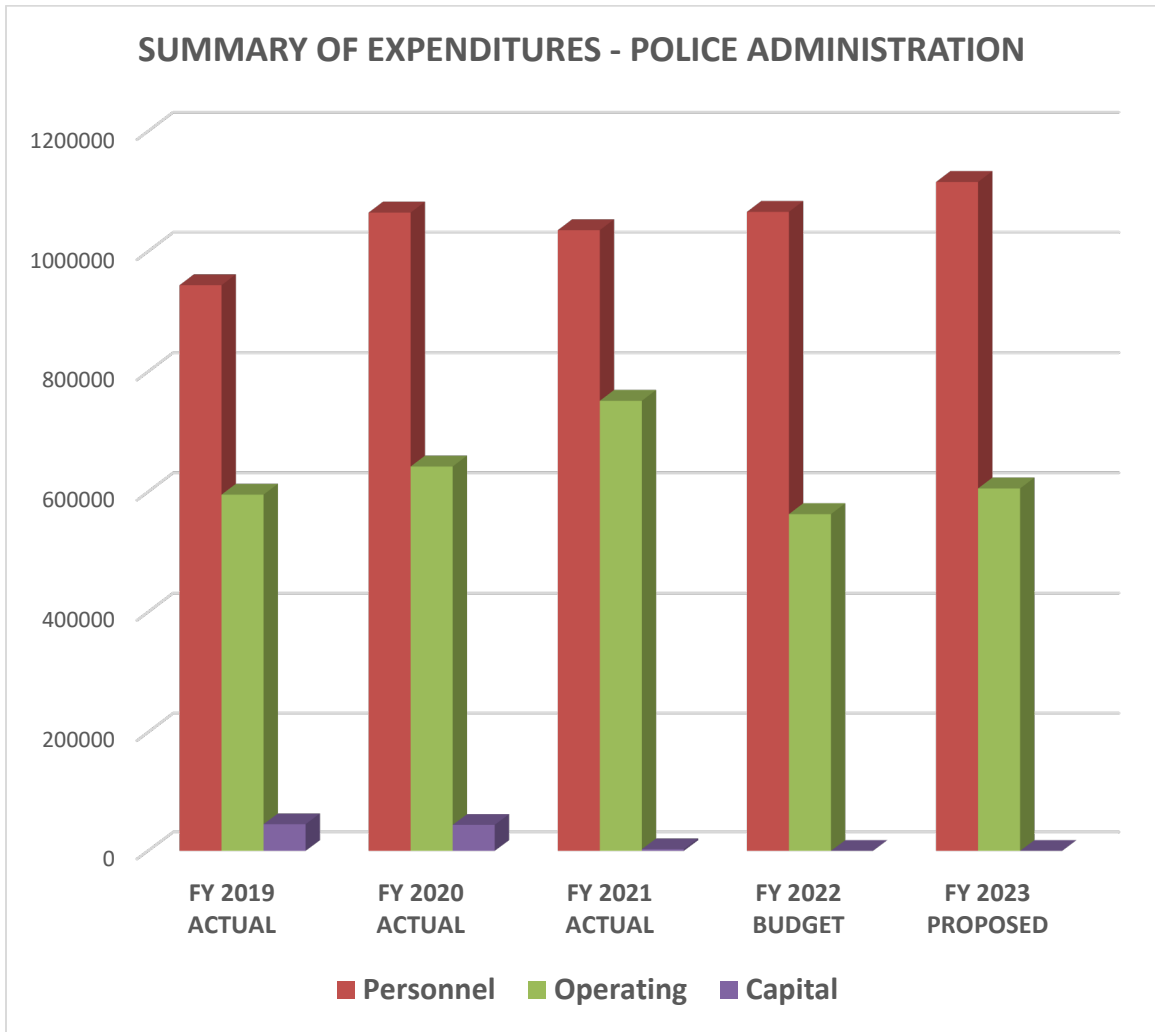


PUBLIC SAFETY: POLICE ADMINISTRATION

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

PROGRAM GOALS:

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



CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—PUBLIC SAFETY | ACTIVITY—POLICE ADMINISTRATION

ACCOUNT NUMBER	DESCRIPTION	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	BUDGET
		ACTUAL	ACTUAL	ACTUAL	BUDGET	PROPOSED	FY 2022-2023 PCT CHG
PERSONNEL EXPENSES							
01-3010-45300	Police Chief	\$132,500	\$128,003	\$135,341	\$141,600	\$142,000	0%
01-3010-45400	Employee Services	521,907	532,364	591,675	592,352	603,000	2%
01-3010-45470	COVID Payroll		88,662	0		0	
01-3010-45650	Overtime - Employee Services	10,217	34,474	4,878	13,000	6,000	-54%
01-3010-46300	F.I.C.A.	48,518	51,449	52,993	57,142	57,452	1%
01-3010-46500	Health Insurance	159,251	139,942	137,279	140,000	150,000	7%
01-3010-47000	Workers' Compensation	32,634	48,167	61,938	66,000	70,000	6%
01-3010-48000	Retirement / Pension	33,115	35,856	46,181	50,000	81,205	62%
01-3010-48010	Life and LTD	5,786	5,869	5,174	5,800	6,000	3%
Total Personnel Expenses		\$943,928	\$1,064,786	\$1,035,457	\$1,065,894	\$1,115,656	5%

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

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

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

FUNCTION—PUBLIC SAFETY | ACTIVITY—POLICE ADMINISTRATION

PERSONNEL EXPENSES

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

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—PUBLIC SAFETY | ACTIVITY—POLICE ADMINISTRATION

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

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

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

FUNCTION—PUBLIC SAFETY | ACTIVITY—POLICE ADMINISTRATION

Operating Expenses

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

Public Safety Operating Expense Continued

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

Public Safety Operating Expense Continued

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

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—PUBLIC SAFETY | ACTIVITY—POLICE ADMINISTRATION

ACCOUNT NUMBER	DESCRIPTION	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	BUDGET
		ACTUAL	ACTUAL	ACTUAL	BUDGET	PROPOSED	FY 2022-2023 PCT CHG
<u>CAPITAL OUTLAY</u>							
01-3010-58000	Furniture & Fixtures		473	1,258			
01-3010-58100	Computers		32,188	0			
01-3010-58120	Body Camera	45,150	11,319	1,597			
Total Capital Expenses		\$45,150	\$43,980	\$2,855	\$0	\$0	
TOTAL POLICE ADMINISTRATION		\$1,584,506	\$1,751,012	\$1,789,892	\$1,628,931	\$1,721,416	6%

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

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

FUNCTION—PUBLIC SAFETY | ACTIVITY—POLICE ADMINISTRATION

CAPITAL EXPENSES

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

PUBLIC SAFETY: SPEED CAMERAS

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

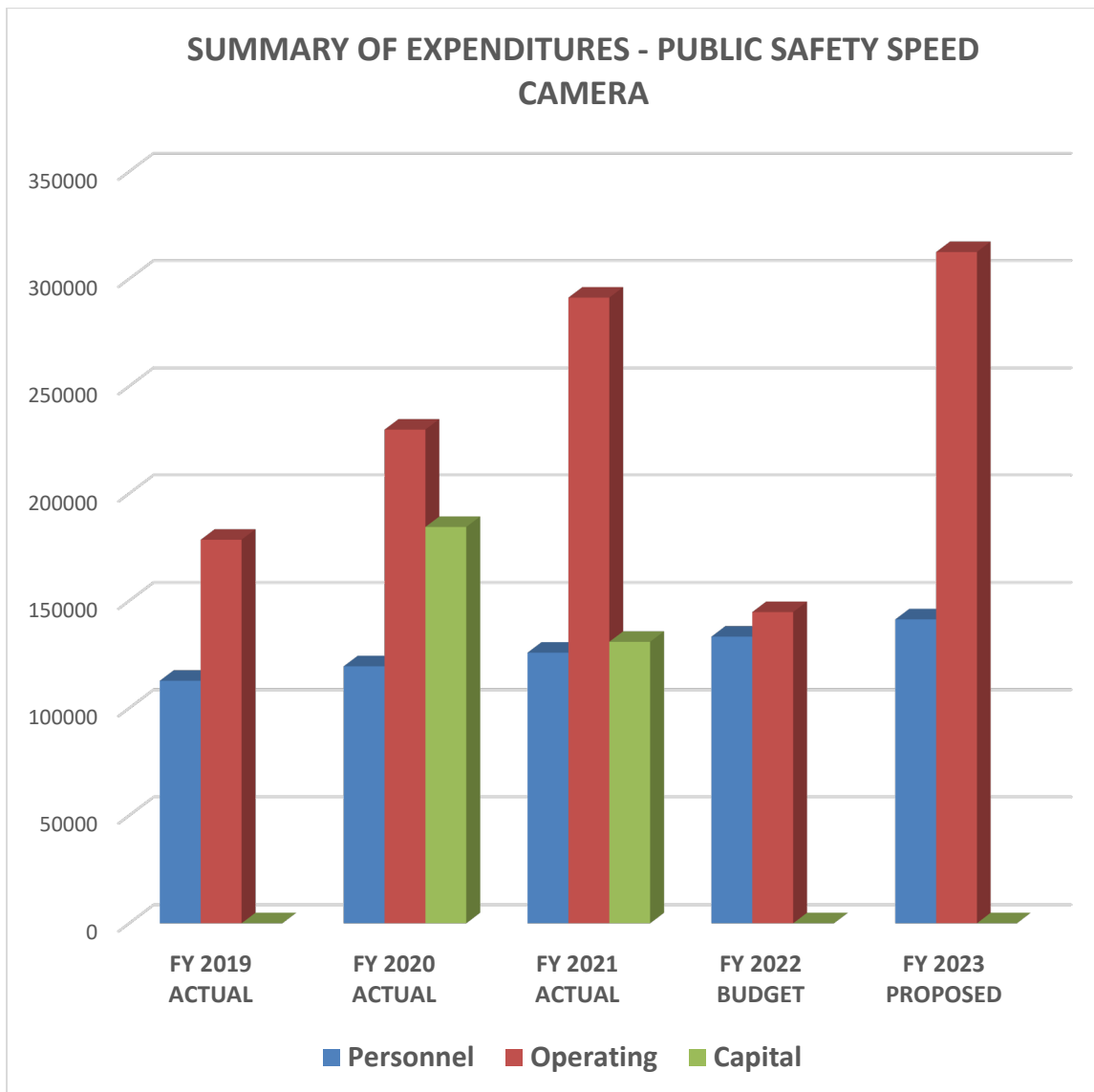
Expenditure by Objects & Program Classification

FUNCTION—PUBLIC SAFETY | ACTIVITY—SPEED CAMERAS

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

PROGRAM GOALS:

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



CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—PUBLIC SAFETY | ACTIVITY—SPEED CAMERAS

ACCOUNT NUMBER	DESCRIPTION	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	BUDGET
		ACTUAL	ACTUAL	ACTUAL	BUDGET	PROPOSED	FY 2022-2023 PCT CHG
<u>PERSONNEL EXPENSES</u>							
01-3030-45400	Employee Services	\$66,051	\$61,819	\$76,538	\$73,000	\$73,000	0%
01-3030-45650	Overtime - Police Officers	10,617	19,666	6,316	15,000	7,000	-53%
01-3030-46300	F.I.C.A.	5,564	6,359	6,129	6,732	6,120	-9%
01-3030-46500	Health Insurance	19,371	17,911	19,181	20,000	35,000	75%
01-3030-47000	Workers' Compensation	5,560	7,833	10,942	11,500	11,500	0%
01-3030-48000	Retirement / Pension	4,932	5,270	6,088	6,320	7,979	26%
01-3030-48010	Life and LTD	650	611	631	750	750	0%
Total Personnel Expenses		\$112,746	\$119,468	\$125,824	\$133,302	\$141,349	6%

	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROPOSED
<u>POSITIONS</u>					
Police Officers (rank accord.)	1	1	1	1	1
Total Police Service Positions	1	1	1	1	1

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

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

Personnel Expenses

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

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—PUBLIC SAFETY | ACTIVITY—SPEED CAMERAS

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

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

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

FUNCTION—PUBLIC SAFETY | ACTIVITY—SPEED CAMERAS

Operating Expenses

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

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—PUBLIC SAFETY | ACTIVITY—SPEED CAMERAS

ACCOUNT NUMBER		FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 BUDGET	BUDGET	
						FY 2023 PROPOSED	FY 2022-2023 PCT CHG
<u>CAPITAL OUTLAY</u>							
01-3030-57100	Vehicles		119,961	104,802			
01-3030-57360	Vehicle Equipment		64,427	26,100			
Total Capital Expenses		\$0	\$184,388	\$130,902	\$0	\$0	
TOTAL POLICE SPECIAL OPERATION		\$291,195	\$533,617	\$547,977	\$278,052	\$453,849	63%

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

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

FUNCTION—PUBLIC SAFETY | ACTIVITY—SPEED CAMERAS

CAPITAL EXPENSES

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

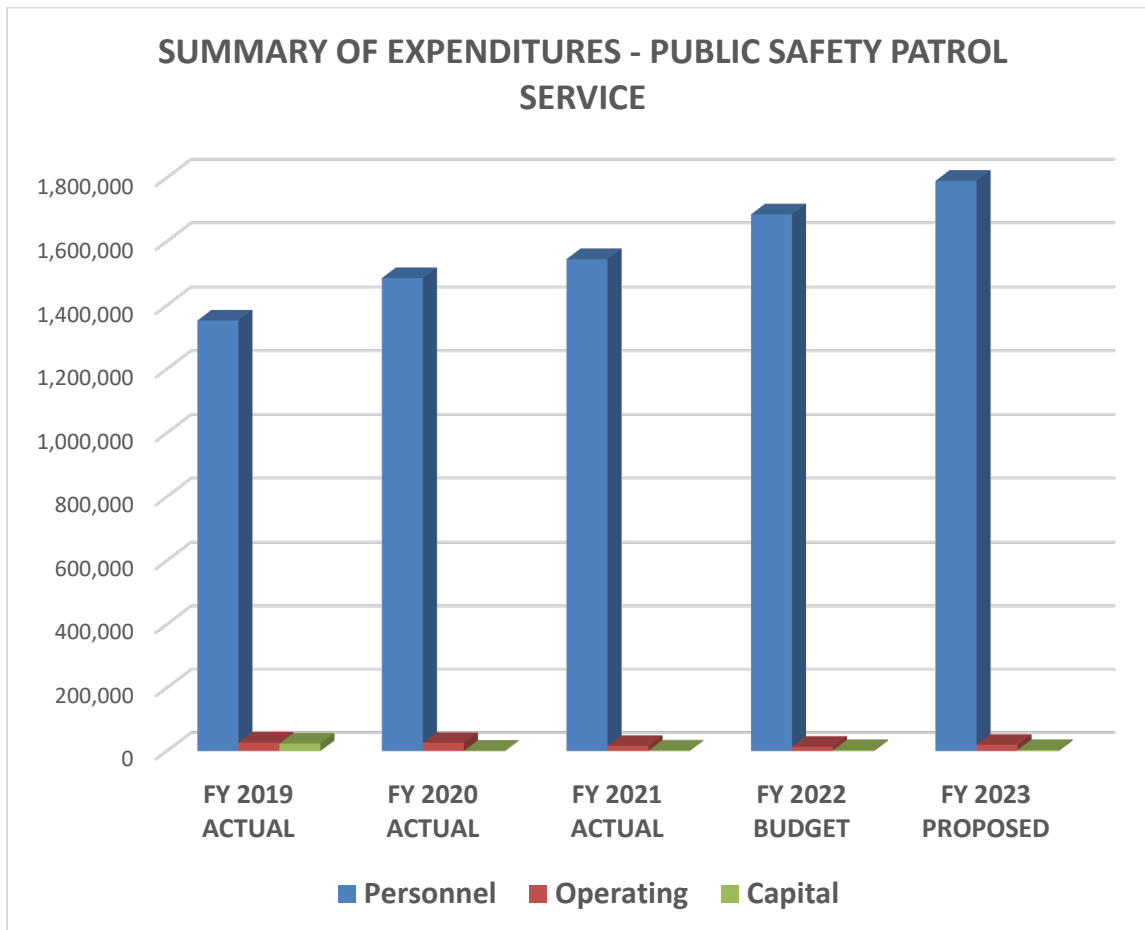
01-3030-57360 **Vehicle Equipment:** Equipment for the police cars.

PUBLIC SAFETY: POLICE PATROL SERVICE

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

PROGRAM GOALS:

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



CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—PUBLIC SAFETY | ACTIVITY—POLICE PATROL

ACCOUNT NUMBER	DESCRIPTION	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 BUDGET	BUDGET	
						FY 2023 PROPOSED	FY 2022-2023 PCT CHG
<u>PERSONNEL EXPENSES</u>							
01-3040-45400	Employee Services	\$869,114	\$804,733	\$959,645	\$1,057,560	\$1,057,560	0%
01-3040-45650	Overtime - Police Officers	79,913	209,166	70,022	80,000	80,000	0%
01-3040-46000	Appreciation Award	240	1,548	6,263	5,000	7,000	40%
01-3040-46120	School Bus Grant		3,600	0		0	
01-3040-46131	Bicycle Safety Program Grant		3,729	0		0	
01-3040-46300	F.I.C.A.	70,281	80,593	75,184	87,023	87,023	0%
01-3040-46500	Health Insurance	174,613	193,969	196,017	206,000	245,000	19%
01-3040-47000	Workers' Compensation	71,081	98,143	136,662	143,495	180,000	25%
01-3040-48000	Retirement / Pension	79,083	81,158	92,660	96,500	123,700	28%
01-3040-48010	Life and LTD	8,138	8,943	8,235	9,400	10,000	6%
Total Personnel Expenses		\$1,352,462	\$1,485,581	\$1,544,686	\$1,684,978	\$1,790,283	6%

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

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

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

Personnel Expenses

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

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—PUBLIC SAFETY | ACTIVITY—POLICE PATROL

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

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

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

FUNCTION—PUBLIC SAFETY | ACTIVITY—POLICE PATROL

Operating Expenses

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

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—PUBLIC SAFETY | ACTIVITY—POLICE PATROL

ACCOUNT NUMBER	DESCRIPTION	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 BUDGET	FY 2023 PROPOSED	BUDGET
							FY 2022-2023 PCT CHG
CAPITAL OUTLAY							
01-3040-57360	Vehicle Equipment						
01-3040-58100	Computers & In Car Computers	5,995		0			0%
01-3040-58110	Police Body Cameras & Scanners		599	1,243	2,500	3,500	0%
01-3040-58150	Police Radars & Radios	17,950					
<hr/>							
Total Capital Expenses		\$23,945	\$599	\$1,243	\$2,500	\$3,500	40%
<hr/>							
TOTAL POLICE PATROL SERVICE		\$1,403,112	\$1,511,673	\$1,562,031	\$1,700,978	\$1,813,283	7%

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

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

FUNCTION—PUBLIC SAFETY | ACTIVITY—POLICE PATROL

CAPITAL EXPENSES

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

PUBLIC SAFETY: SUPPORT SERVICES

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

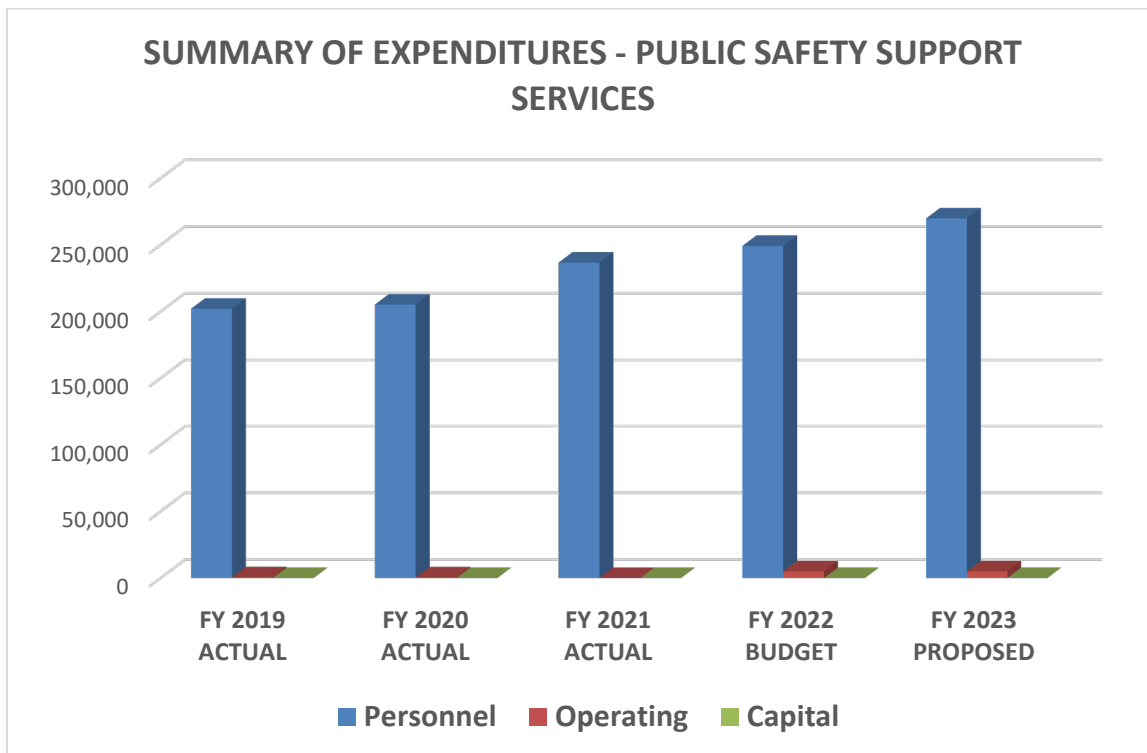
PROGRAM GOALS:

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

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

PROGRAM GOALS:

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



CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—PUBLIC SAFETY | ACTIVITY—SUPPORT SERVICES

ACCOUNT NUMBER	DESCRIPTION	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 BUDGET	FY 2023 PROPOSED	BUDGET
							FY 2022-2023 PCT CHG
<u>PERSONNEL EXPENSES</u>							
01-3050-45400	Employee Services	\$140,993	\$144,768	\$171,548	\$180,000	\$185,000	3%
01-3050-45650	Overtime	699	2,258	1,347	2,000	2,000	0%
01-3050-46300	F.I.C.A.	10,507	10,880	12,889	13,923	14,306	3%
01-3050-46500	Health Insurance	28,978	27,051	26,795	28,000	32,000	14%
01-3050-47000	Workers' Compensation	4,657	7,231	9,194	9,700	15,000	55%
01-3050-48000	Retirement / Pension	14,894	11,597	13,502	14,000	20,000	43%
01-3050-48010	Life and LTD	1,403	1,451	1,468	1,600	1,600	0%
Total Personnel Expenses		\$202,131	\$205,236	\$236,743	\$249,223	\$269,905	8%

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

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

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

FUNCTION—PUBLIC SAFETY | ACTIVITY— SUPPORT SERVICES

Personnel Expenses

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

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—PUBLIC SAFETY | ACTIVITY— SUPPORT SERVICES

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

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

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

FUNCTION—PUBLIC SAFETY | ACTIVITY— SUPPORT SERVICES

Operating Expenses

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

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—PUBLIC SAFETY | ACTIVITY— SUPPORT SERVICES

ACCOUNT NUMBER	DESCRIPTION	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 BUDGET	FY 2023 PROPOSED	BUDGET
							FY 2022-2023 PCT CHG
<u>CAPITAL OUTLAY</u>							
01-3050-57360	Vehicle Equipment					\$0	
Total Capital Expenses		\$0	\$0	\$0	\$0	\$0	
TOTAL POLICE DEPARTMENT SUPPORT SERVICES		\$202,702	\$205,715	\$236,743	\$254,223	\$274,905	8%

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

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

FUNCTION—PUBLIC SAFETY | ACTIVITY— SUPPORT SERVICES

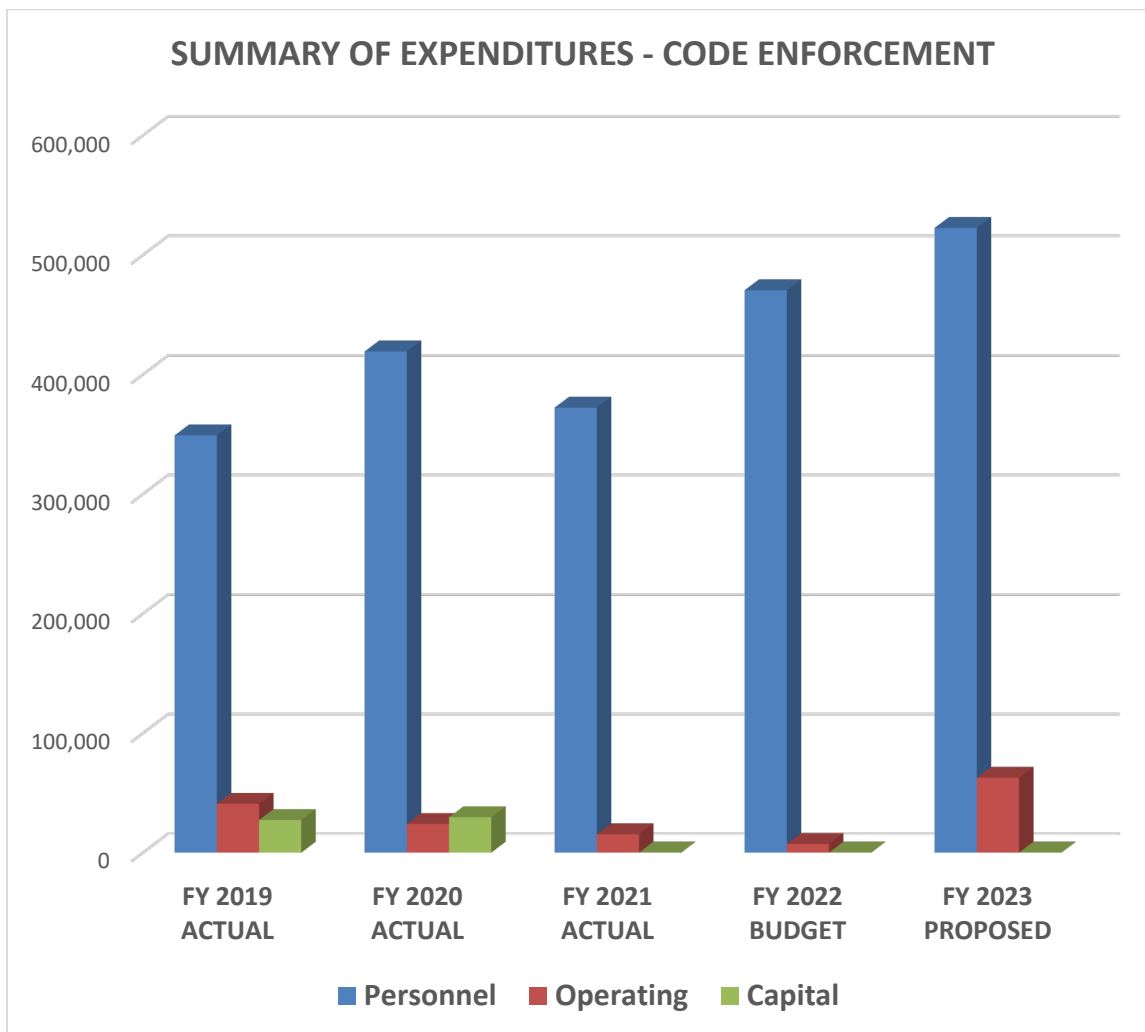
Capital Expenses

PUBLIC SAFETY: CODE ENFORCEMENT SERVICES

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

PROGRAM GOALS:

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



CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—PUBLIC SAFETY | ACTIVITY—CODE ENFORCEMENT

ACCOUNT NUMBER	DESCRIPTION	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 BUDGET	BUDGET	
						FY 2023 PROPOSED	FY 2022-2023 PCT CHG
<u>PERSONNEL EXPENSES</u>							
01-2510-45400	Employee Services	\$237,938	\$290,457	\$247,653	\$330,000	\$334,800	1%
01-2510-45650	Overtime - Employee Services	1,490	11,389	5,973	5,000	3,000	-40%
01-2510-46300	F.I.C.A.	17,692	22,256	19,678	25,628	25,842	1%
01-2510-46500	Health Insurance	54,971	63,122	58,339	66,279	103,900	57%
01-2510-47000	Workers' Compensation	8,096	11,638	14,138	15,000	16,000	7%
01-2510-48000	Retirement / Pension	19,484	17,510	24,366	26,000	36,493	40%
01-2510-48010	Life and LTD	2,104	2,808	2,046	2,500	2,500	0%
01-2510-48500	Unemployment	7,246	-	-	-	-	
Total Personnel Expenses		\$349,021	\$419,180	\$372,192	\$470,407	\$522,535	11%

POSITIONS	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 BUDGET	BUDGET
					FY 2023 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	1
Total Part-Time	1	1	1	1	1
<u>Total Code Enforcement Positions</u>	6	6	6	6	6

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

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

FUNCTION—PUBLIC SAFETY | ACTIVITY—CODE ENFORCEMENT

PERSONNEL EXPENSES

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

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—PUBLIC SAFETY | ACTIVITY—CODE ENFORCEMENT

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

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

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

FUNCTION—PUBLIC SAFETY | ACTIVITY—CODE ENFORCEMENT

Operating Expenses

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

General Government Operating Expense Continued

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

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—PUBLIC SAFETY | ACTIVITY—CODE ENFORCEMENT

ACCOUNT NUMBER	DESCRIPTION	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 BUDGET	FY 2023 PROPOSED	BUDGET
							FY 2022-2023 PCT CHG
<u>CAPITAL OUTLAY</u>							
01-2510-571000	Vehicle	27,239	29,570				
01-2510-58110	Code Enforcement Software						
Total Capital Expenses		\$27,239	\$29,570	\$0	\$0	\$0	
TOTAL CODE ENFORCEMENT		\$417,022	\$472,633	\$387,510	\$477,607	\$585,135	23%

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

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

FUNCTION—PUBLIC SAFETY | ACTIVITY—CODE ENFORCEMENT

CAPITAL EXPENSES

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

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



PUBLIC WORKS

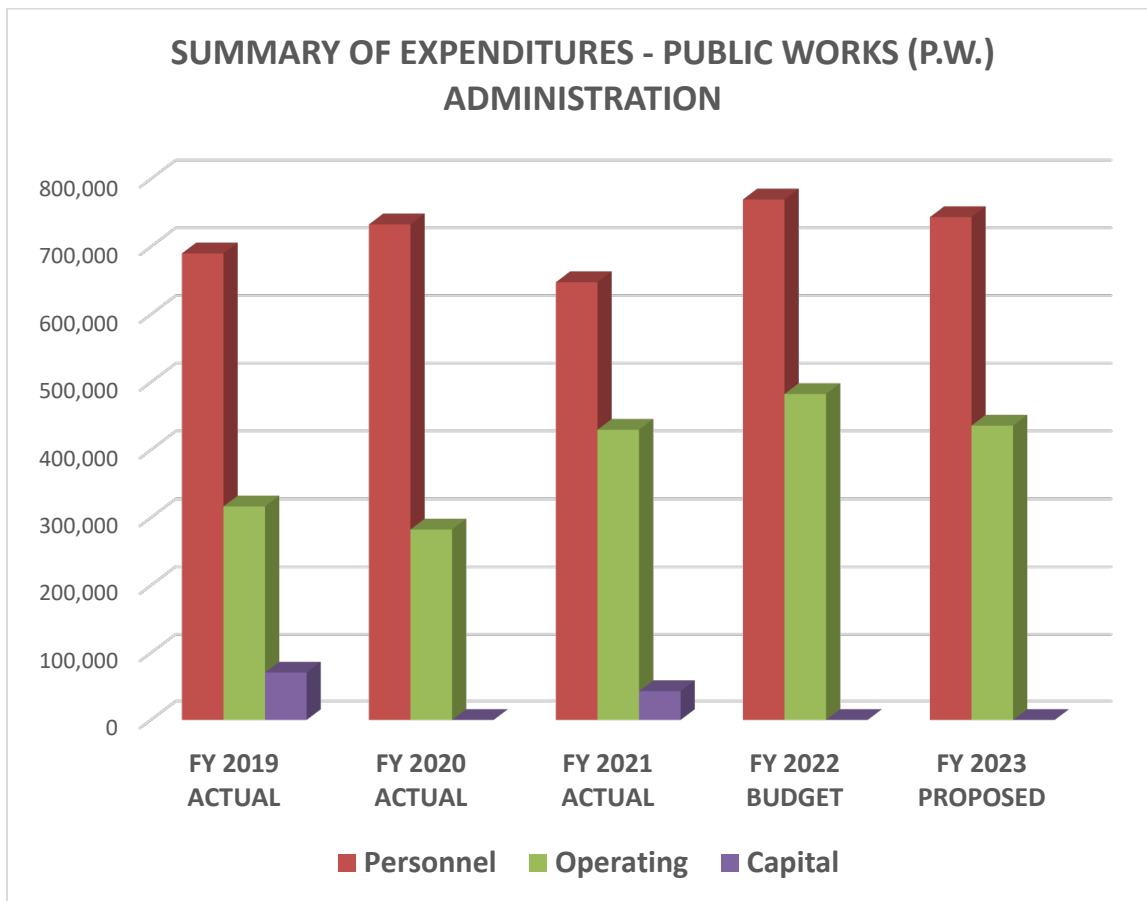


PUBLIC WORKS ADMINISTRATION: GENERAL MANAGEMENT

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

PROGRAM GOALS:

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



CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—PUBLIC WORKS | ACTIVITY—ADMINISTRATION

ACCOUNT NUMBER	DESCRIPTION	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 BUDGET	BUDGET FY 2022-2023	
						FY 2023 PROPOSED	PCT CHG
<u>PERSONNEL EXPENSES</u>							
01-3510-45300	Public Works Director	\$111,800	\$88,577	\$103,889	\$115,500	\$112,000	-3%
01-3510-45400	Employee Services	377,629	404,406	357,980	452,000	400,000	-12%
01-3510-45470	COVID Payroll Expenses		16,457	0	0	0	
01-3510-45650	Overtime	9,166	41,985	6,602	10,000	7,000	-30%
01-3510-46300	F.I.C.A.	36,888	39,650	35,569	44,179	39,704	-10%
01-3510-46500	Health Insurance	92,525	77,326	77,050	77,000	97,000	26%
01-3510-47000	Workers' Compensation	17,507	21,046	23,920	26,000	27,000	4%
01-3510-48000	Retirement / Pension	39,969	39,361	38,651	40,000	55,962	40%
01-3510-48010	Life and LTD	4,607	4,076	3,968	5,000	5,000	0%
Total Personnel Expenses		\$690,091	\$732,885	\$647,629	\$769,679	\$743,665	-3%

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

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

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

PERSONNEL EXPENSES

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

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—PUBLIC WORKS | ACTIVITY—ADMINISTRATION

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

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

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

FUNCTION—PUBLIC WORKS | ACTIVITY—ADMINISTRATION

Operating Expenses

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

Public Works Operating Expense Continued

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

Public Works Operating Expense Continued

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

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—PUBLIC WORKS | ACTIVITY—ADMINISTRATION

ACCOUNT NUMBER	DESCRIPTION	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 BUDGET	BUDGET	
						FY 2023 PROPOSED	FY 2022-2023 PCT CHG
<u>CAPITAL OUTLAY</u>							
01-3510-57011	Building Improvements	15,459	-		-	-	
01-3510-57100	Vehicle	35,810	-	43,000	-	-	
01-3510-57441	Fuel Pump & System	19,390	-		-	-	
Total Capital Expenses		\$70,659	\$0	\$43,000	\$0	\$0	
TOTAL PUBLIC WORKS ADMINISTRATION		\$1,077,460	\$1,015,561	\$1,120,481	\$1,252,279	\$1,179,665	-6%

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

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

Capital Expenses

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

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

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

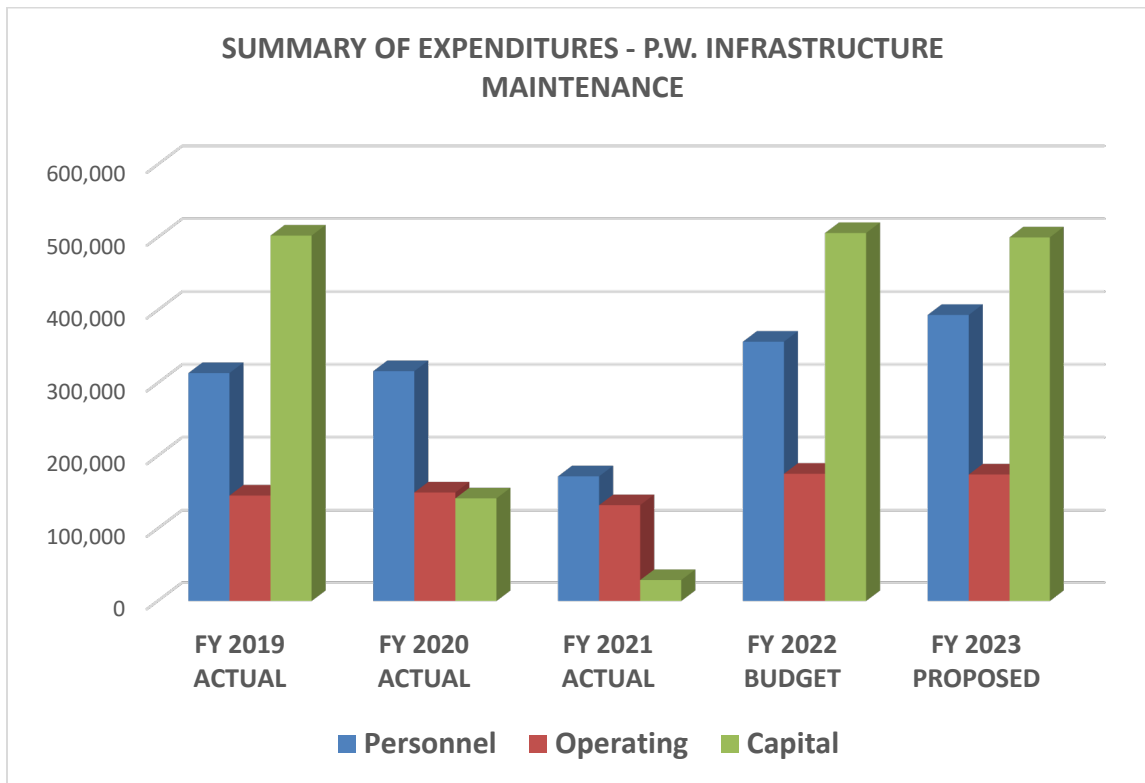
PUBLIC WORKS ADMINISTRATION: INFRASTRUCTURE

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

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

PROGRAM GOALS:

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



CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—PUBLIC WORKS | ACTIVITY—INFRASTRUCTURE MAINTENANCE

ACCOUNT NUMBER	DESCRIPTION	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 BUDGET	BUDGET	
						FY 2023 PROPOSED	FY 2022-2023 PCT CHG
PERSONNEL EXPENSES							
01-3610-45400	Employee Services	\$188,402	\$185,072	\$82,892	\$213,949	\$234,000	9%
01-3610-45650	Overtime	4,854	20,236	271	5,000	4,000	-20%
01-3610-45670	Snow Removal O.T.	13,186	2,752	27,787	20,000	30,000	50%
01-3610-46300	F.I.C.A.	14,278	15,105	5,960	18,280	20,502	12%
01-3610-46500	Health Insurance	69,182	65,593	33,196	70,701	65,000	-8%
01-3610-47000	Workers' Compensation	7,194	10,086	9,149	11,959	12,000	0%
01-3610-48000	Retirement / Pension	14,759	15,712	11,794	14,977	25,576	71%
01-3610-48010	Life and LTD	1,900	1,792	944	1,926	2,500	30%
Total Personnel Expenses		\$313,756	\$316,348	\$171,994	\$356,792	\$393,578	10%

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

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

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

FUNCTION—PUBLIC WORKS | ACTIVITY— INFRASTRUCTURE MAINTENANCE

PERSONNEL EXPENSES

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

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—PUBLIC WORKS | ACTIVITY— INFRASTRUCTURE MAINTENANCE

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

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

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

FUNCTION—PUBLIC WORKS | ACTIVITY— INFRASTRUCTURE MAINTENANCE

OPERATING EXPENSES

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

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—PUBLIC WORKS | ACTIVITY— INFRASTRUCTURE MAINTENANCE

ACCOUNT NUMBER	DESCRIPTION	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 BUDGET	FY 2023 PROPOSED	BUDGET
							FY 2022-2023 PCT CHG
CAPITAL OUTLAY							
01-3610-57120	Vehicle-Street Sweeper	-					
01-3610-57450	Salt Spreader				6,000	-	-100%
01-3610-58500	Street Repairs	381,835	-	28,954	350,000	350,000	0%
01-3610-58520	Sidewalk Repairs	119,267	141,694		150,000	150,000	0%
01-3610-58521	Highway Maintenance Equipment	1,370					
Total Capital Expenses		\$502,472	\$141,694	\$28,954	\$506,000	\$500,000	-1%
TOTAL PUBLIC WORKS INFRASTRUCTURE MAINT.		\$961,824	\$607,861	\$333,310	\$1,038,292	\$1,068,078	3%

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

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

FUNCTION—PUBLIC WORKS | ACTIVITY— INFRASTRUCTURE MAINTENANCE

CAPITAL OUTLAY

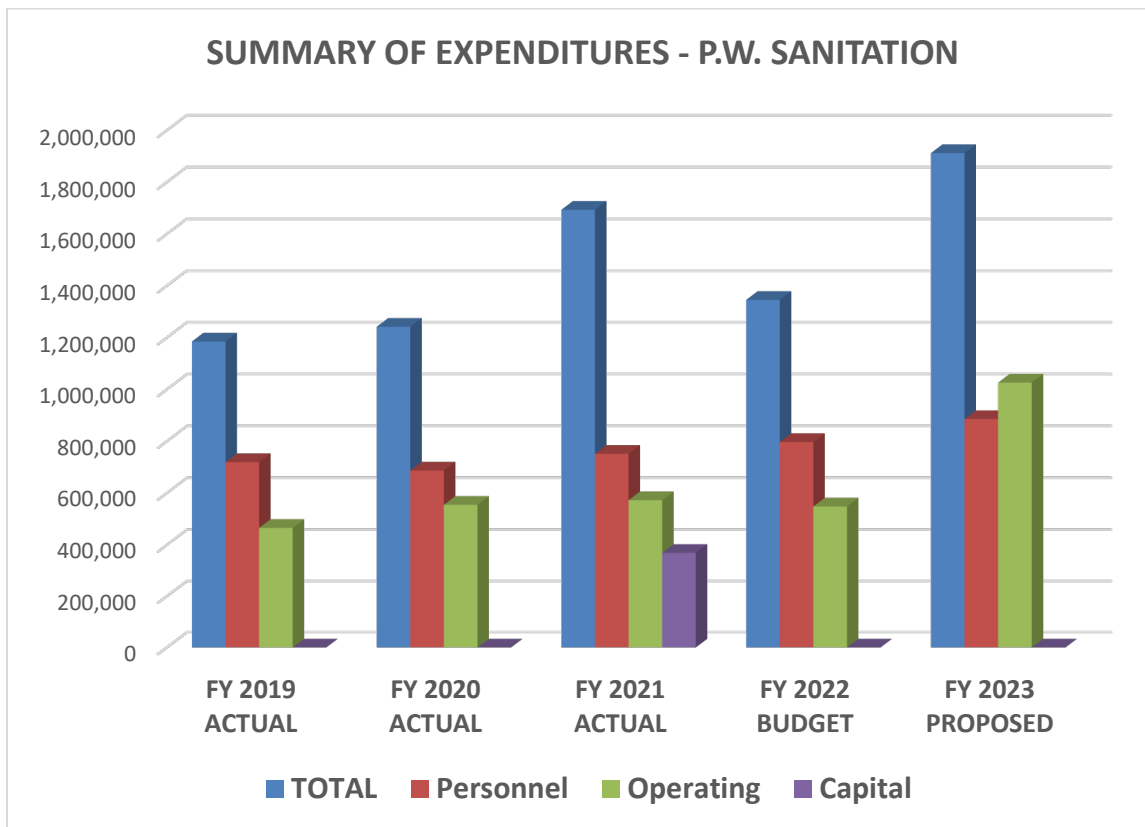
- 01-3610-57100** **Dump Truck:** Purchase of one new dump truck.
- 01-3610-57120** **Vehicle-Street Sweeper:** Purchase of a street sweeper in collaboration with four other cities by paying 25% of the total cost.
- 01-3610-57450** **Salt Spreader:** Purchase of a salt spreader for pickup truck.
- 01-3610-58500**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

PUBLIC WORKS SANITATION: SOLID WASTE MANAGEMENT

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

PROGRAM GOAL:

1. Improve participation in curbside recycling.



CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—PUBLIC WORKS | ACTIVITY—SANITATION

ACCOUNT NUMBER	DESCRIPTION	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 BUDGET	BUDGET	
						FY 2023 PROPOSED	FY 2022-2023 PCT CHG
<u>PERSONNEL EXPENSES</u>							
01-3710-45400	Employee Services	\$485,037	\$435,574	\$524,442	\$564,000	\$575,000	2%
01-3710-45650	Overtime	6,526	37,358	3,000	5,000	5,000	0%
01-3710-46300	F.I.C.A.	37,013	36,908	40,188	43,529	44,370	2%
01-3710-46500	Health Insurance	128,943	109,746	111,123	107,000	161,000	50%
01-3710-47000	Workers' Compensation	18,580	25,453	29,553	32,000	32,000	0%
01-3710-48000	Retirement / Pension	38,437	37,342	39,129	41,000	62,848	53%
01-3710-48010	Life and LTD	4,928	4,807	4,174	4,700	5,500	17%
Total Personnel Expenses		\$719,464	\$687,189	\$751,609	\$797,229	\$885,718	11%

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

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

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

FUNCTION—PUBLIC WORKS | ACTIVITY—SANITATION

PERSONNEL EXPENSES

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

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—PUBLIC WORKS | ACTIVITY—SANITATION

ACCOUNT NUMBER	DESCRIPTION	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 BUDGET	FY 2023 PROPOSED	BUDGET
							FY 2022-2023 PCT CHG
<u>OPERATING EXPENSES</u>							
01-3710-50330	Temporary Labor Support	32,668	50,353	-	-	-	
01-3710-50500	Condo Refuse Collection Contract	140,138	144,745	155,844	150,000	150,000	0%
01-3710-50550	Recycling Contract	77,562	130,621	166,876	134,052	172,000	28%
01-3710-51100	Landfill Fees - County	194,877	209,122	234,240	210,000	240,000	14%
01-3710-51115	Compost Fees	19,362	13,007	13,476	14,000	14,000	0%
01-3710-52570	Sanitation Supplies	427	6,800	1,713	39,115	450,000	1050%
01-3710-54550	Miscellaneous	663	189	718	1,200	500	-58%
Total Operating Expenses		\$465,697	\$554,838	\$572,867	\$548,367	\$1,026,500	87%

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

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

Operating Expenses

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

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—PUBLIC WORKS | ACTIVITY—SANITATION

ACCOUNT NUMBER	DESCRIPTION	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	BUDGET
		ACTUAL	ACTUAL	ACTUAL	BUDGET	PROPOSED	FY 2022-2023 PCT CHG
<u>CAPITAL OUTLAY</u>							
01-3710-57140	Packer	0		369,219	0	0	
Total Capital Expenses		\$0	\$0	\$369,219	\$0	\$0	
TOTAL PUBLIC WORKS SANITATION		\$1,185,162	\$1,242,027	\$1,693,695	\$1,345,596	\$1,912,218	42%

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

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

FUNCTION—PUBLIC WORKS | ACTIVITY—SANITATION

Capital Expenses

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

PUBLIC WORKS GROUNDS MAINTENANCE: HORTICULTURAL MANAGEMENT

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

PROGRAM GOALS:

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

PUBLIC WORKS GROUNDS MAINTENANCE: URBAN FORESTRY MANAGEMENT

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

PROGRAM GOALS:

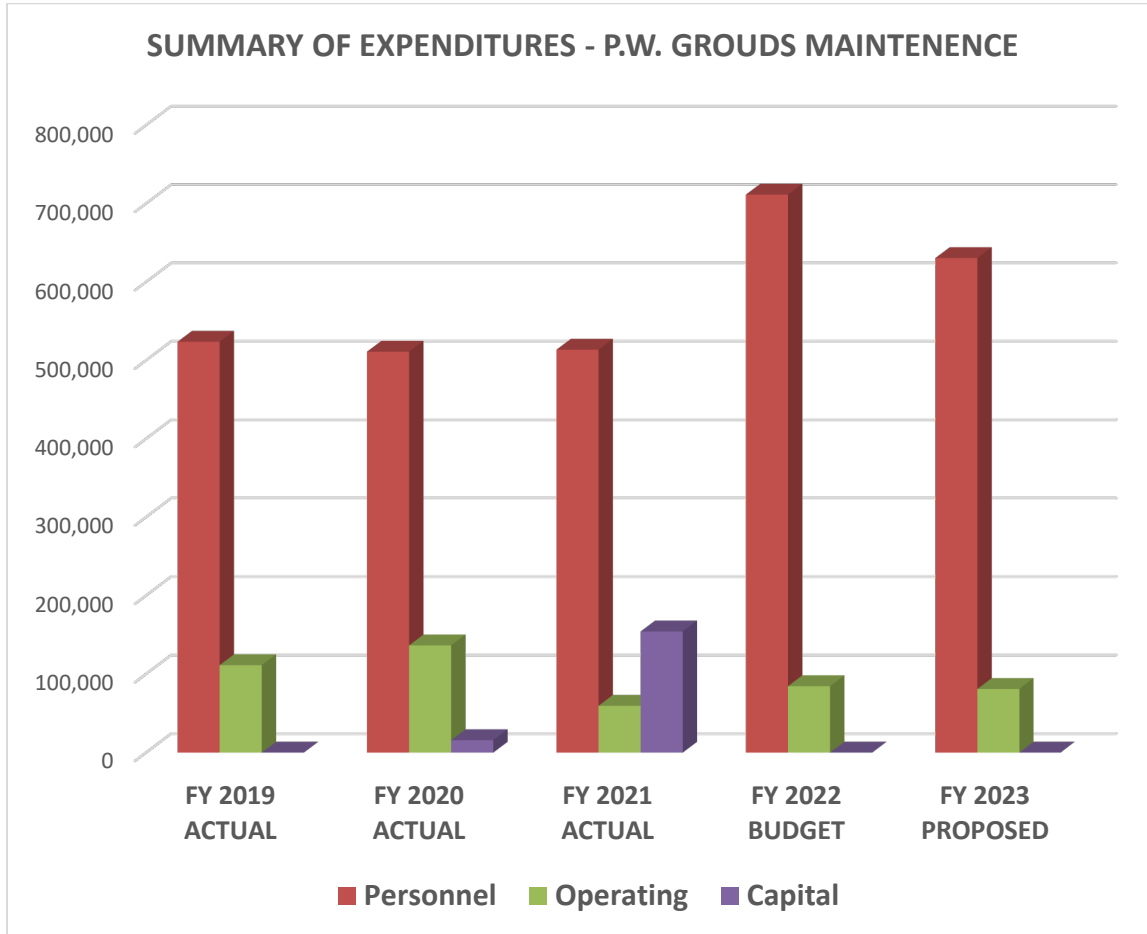
1. To obtain a healthy and beautiful urban forest.

PUBLIC WORKS GROUNDS MAINTENANCE: TURF & PARKS MANAGEMENT

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

PROGRAM GOALS:

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



CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—PUBLIC WORKS | ACTIVITY—GROUNDS MAINTENANCE

ACCOUNT NUMBER	DESCRIPTION	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 BUDGET	BUDGET	
						FY 2023 PROPOSED	FY 2022-2023 PCT CHG
PERSONNEL EXPENSES							
01-3810-45400	Employee Services	\$359,953	\$332,110	\$363,093	\$489,080	\$420,000	-14%
01-3810-45650	Overtime	4,483	24,397	2,429	5,000	5,000	0%
01-3810-46300	F.I.C.A.	26,944	26,349	27,934	37,797	32,513	-14%
01-3810-46500	Health Insurance	88,460	70,587	64,453	113,572	96,000	-15%
01-3810-47000	Workers' Compensation	10,583	18,638	19,817	27,340	27,000	-1%
01-3810-48000	Retirement / Pension	29,726	35,220	33,235	34,236	45,906	34%
01-3810-48010	Life and LTD	3,563	3,738	2,671	4,402	4,100	-7%
Total Personnel Expenses		\$523,711	\$511,039	\$513,632	\$711,427	\$630,519	-11%

POSITIONS

	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 BUDGET	BUDGET
					FY 2023 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	1
Horticulturist	0	1	1	1	1
Grounds Maintenance-Arborist	0	1	1	1	1
Grounds Maintenance Worker	0	5	5	5	5
Total P.W. Ground Maintenance	9	0	0	0	9

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

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

FUNCTION—PUBLIC WORKS | ACTIVITY—GROUNDS MAINTENANCE

PERSONNEL EXPENSES – GROUNDS MAINTENANCE

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

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—PUBLIC WORKS | ACTIVITY—GROUNDS MAINTENANCE

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

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

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

OPERATING EXPENSES – GROUNDS MAINTENANCE

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

CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

Expenditure by Objects & Program Classification

FUNCTION—PUBLIC WORKS | ACTIVITY—GROUNDS MAINTENANCE

ACCOUNT NUMBER	DESCRIPTION	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ACTUAL	FY 2022 BUDGET	BUDGET	
						FY 2023 PROPOSED	FY 2022-2023 PCT CHG
<u>CAPITAL OUTLAY</u>							
01-3810-57140	Boom Truck	0	\$0	\$141,069	\$0		
01-3810-57380	Mow ers	0	7,359	8,799	0		
01-3810-58397	Frenchman's Creek		8,456	4,305	0		
Total Capital Expenses		\$0	\$15,815	\$154,173	\$0	\$0	
TOTAL PUBLIC WORKS GROUNDS MAINTENANCE		\$634,950	\$663,319	\$727,386	\$795,927	\$711,519	-11%

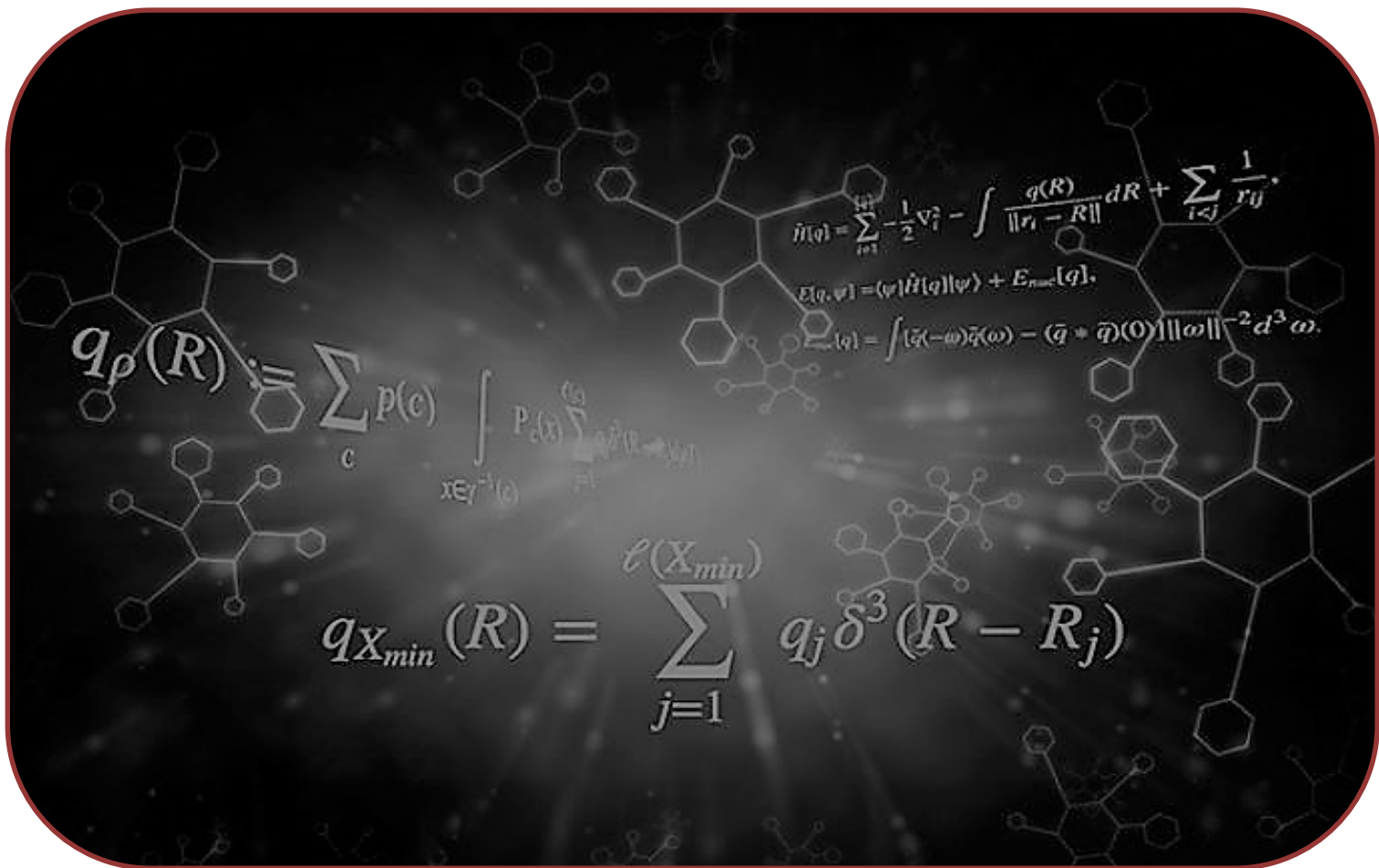
CITY OF NEW CARROLLTON, MARYLAND | FY 2023 BUDGET

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

FUNCTION—PUBLIC WORKS | ACTIVITY—GROUNDS MAINTENANCE

Capital Expenses

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



GENERAL: STATISTICAL & SUPPORT INFORMATION



APPENDIX A - EXPENDITURES BY FUNCTION FOR THE LAST TEN YEARS

APPENDIX B - REVENUES BY SOURCE FOR THE LAST TEN YEARS

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

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

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

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

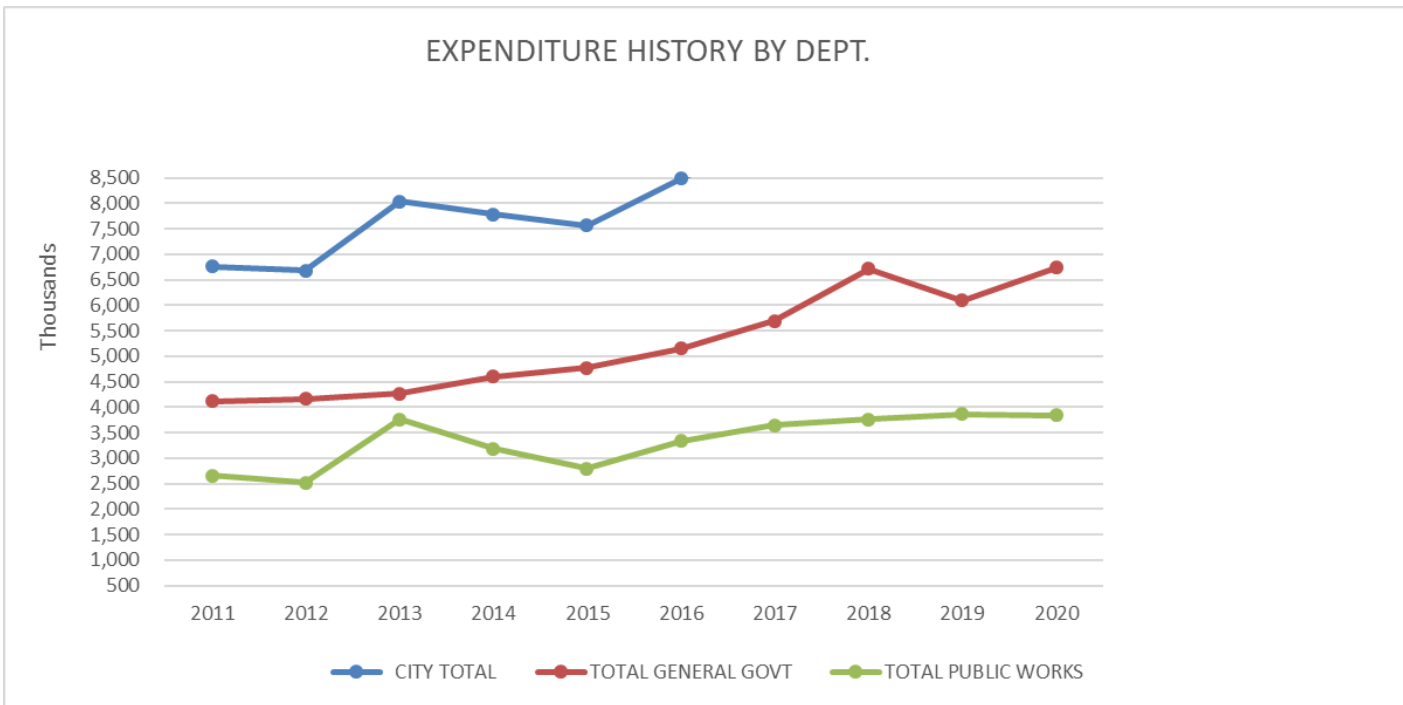
APPENDIX G - EXPENDITURES BY CATEGORY FY 2014 THRU 2018

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

APPENDIX A

GENERAL GOVERNMENT EXPENDITURES BY FUNCTION | LAST TEN FISCAL YEARS

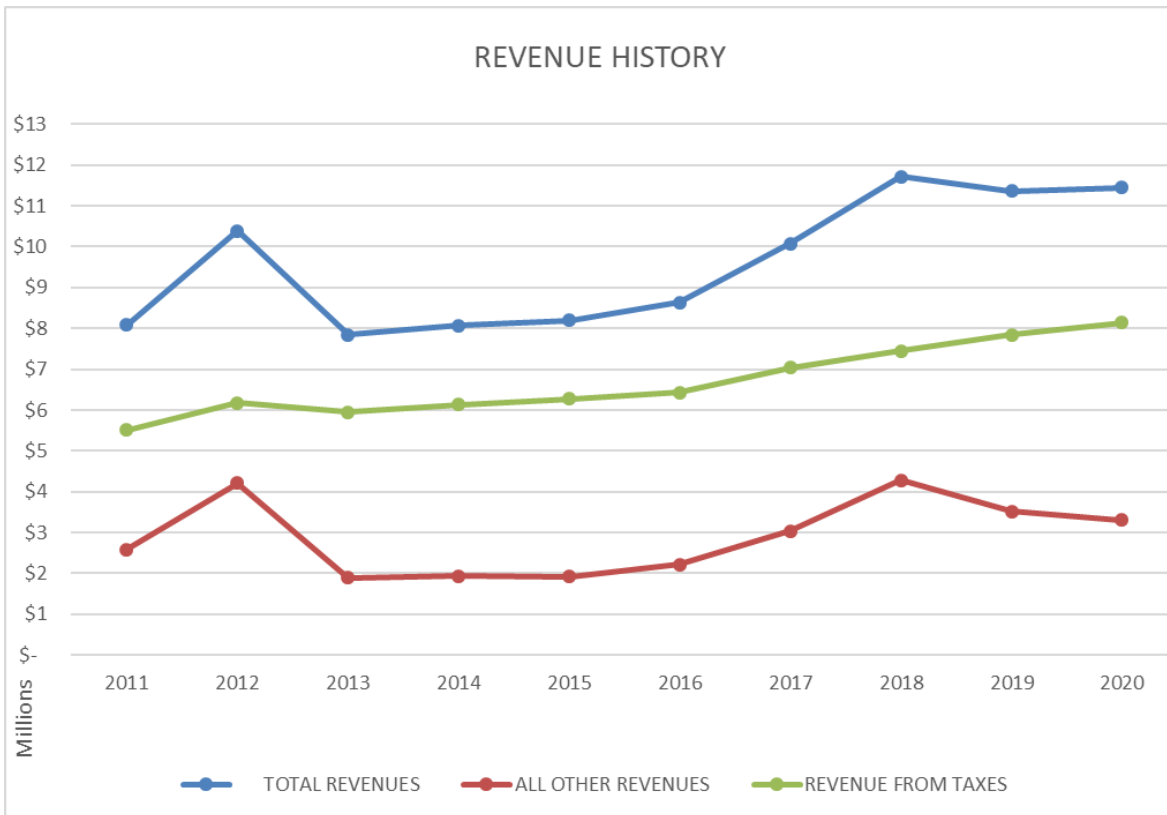
FISCAL YEAR	PUBLIC WORKS ADMIN	INFRA-STRUCTURE	SANITATION	PUBLIC WORKS GRD MAINT	TOTAL PUBLIC WORKS	GENERAL GOVT	PUBLIC HEALTH CODE ENF	PUBLIC SAFETY POLICE	WEIN-BACH FUND	DEBT SERVICE	TOTAL GENERAL GOVT	CITY TOTAL
2011	468,079	409,173	1,233,123	543,569	2,653,944	1,361,955	366,084	1,957,957	2,000	423,661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



APPENDIX B

GENERAL GOVERNMENT REVENUES BY SOURCES| LAST TEN FISCAL YEARS

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

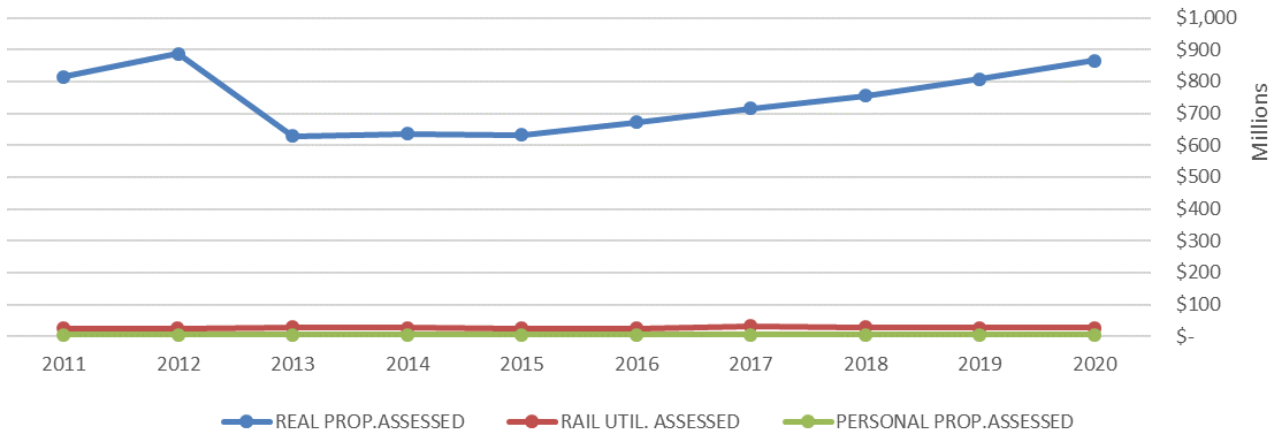


APPENDIX C

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

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

ASSESSED VALUE OF TAXABLE PROPERTY



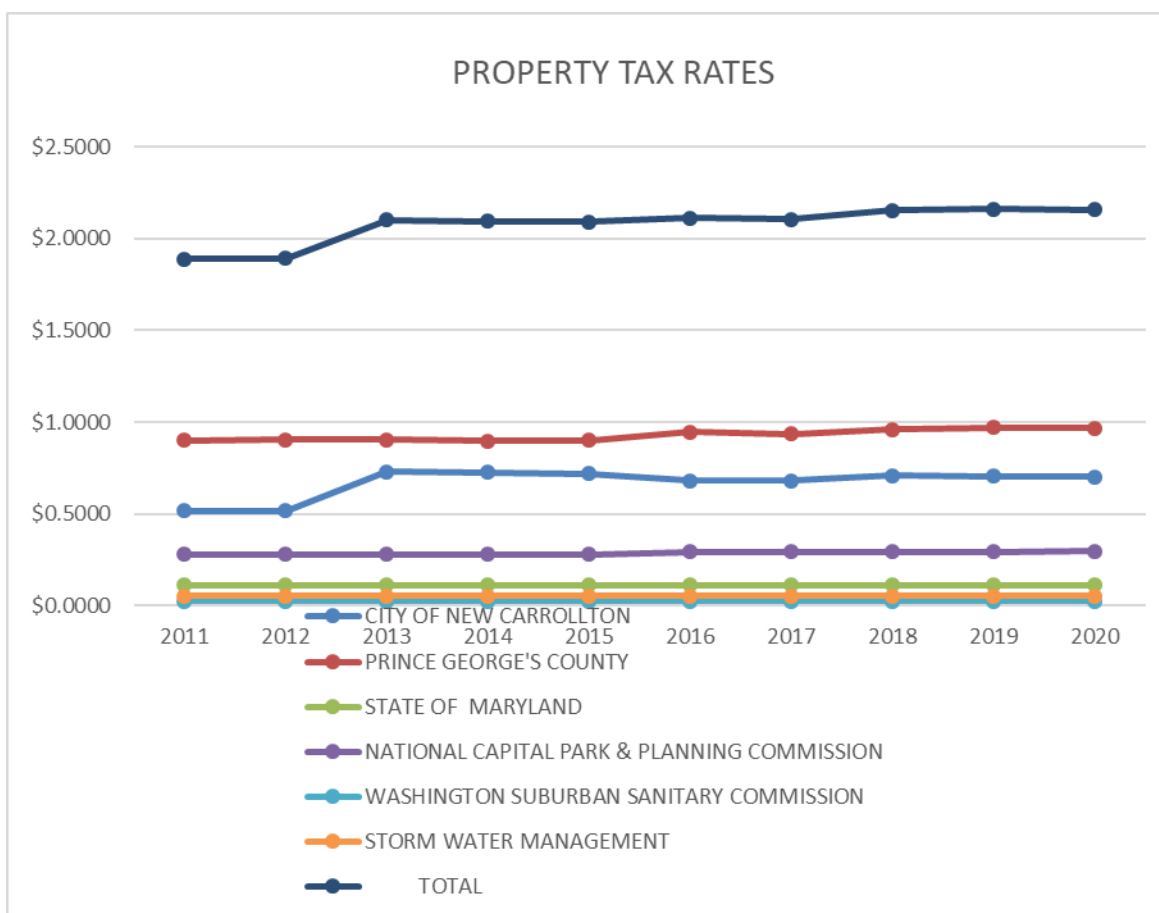
Notes

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

APPENDIX D

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

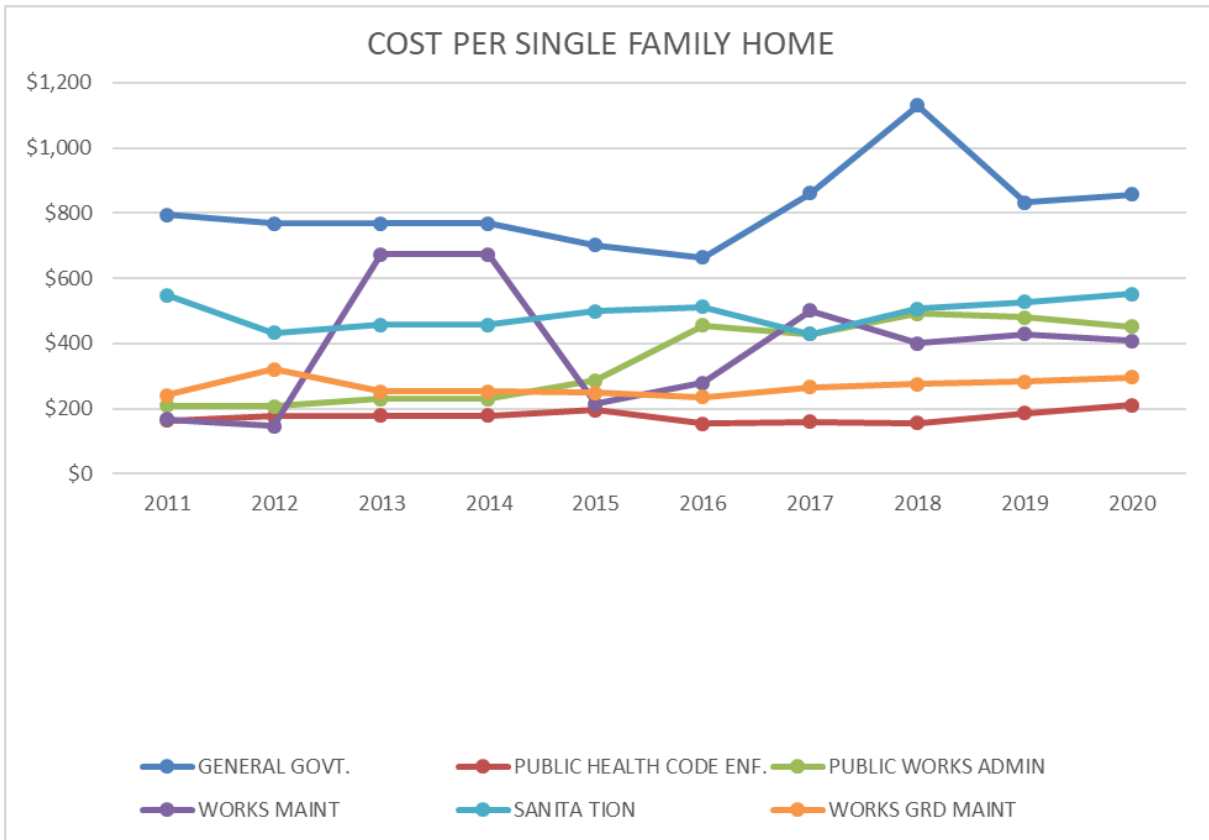
FISCAL YEAR	CITY OF NEW CARROLLTON	PRINCE GEORGE'S COUNTY	STATE OF MARYLAND	MARYLAND NATIONAL CAPITAL PARK & PLANNING COMMISSION	WASHINGTON SUBURBAN SANITARY COMMISSION	STORM WATER MANAGEMENT	TOTAL
2011	\$0.5180	\$0.8998	\$0.1120	\$0.2790	\$0.0260	\$0.0540	1.8888
2012	0.5167	0.9054	0.1120	0.2790	0.0260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



APPENDIX E

COST PER SINGLE FAMILY HOME | LAST TEN FISCAL YEARS

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



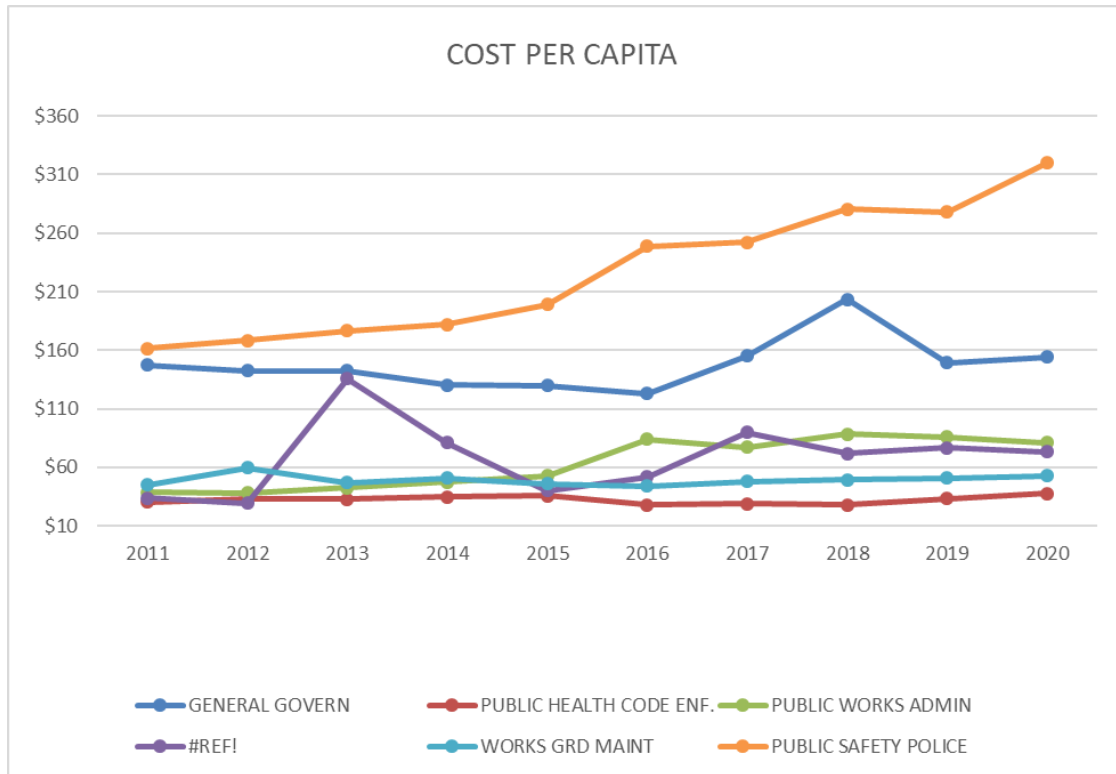
Notes

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

APPENDIX F

COST PER CAPITA | LAST TEN FISCAL YEARS

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



Notes

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

APPENDIX G

EXPENDITURES BY CATEGORY

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

APPENDIX G (CONTINUED)

EXPENDITURES BY CATEGORY

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

APPENDIX G (CONTINUED)

EXPENDITURES BY CATEGORY

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

APPENDIX H

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

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

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

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

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

APPENDIX H

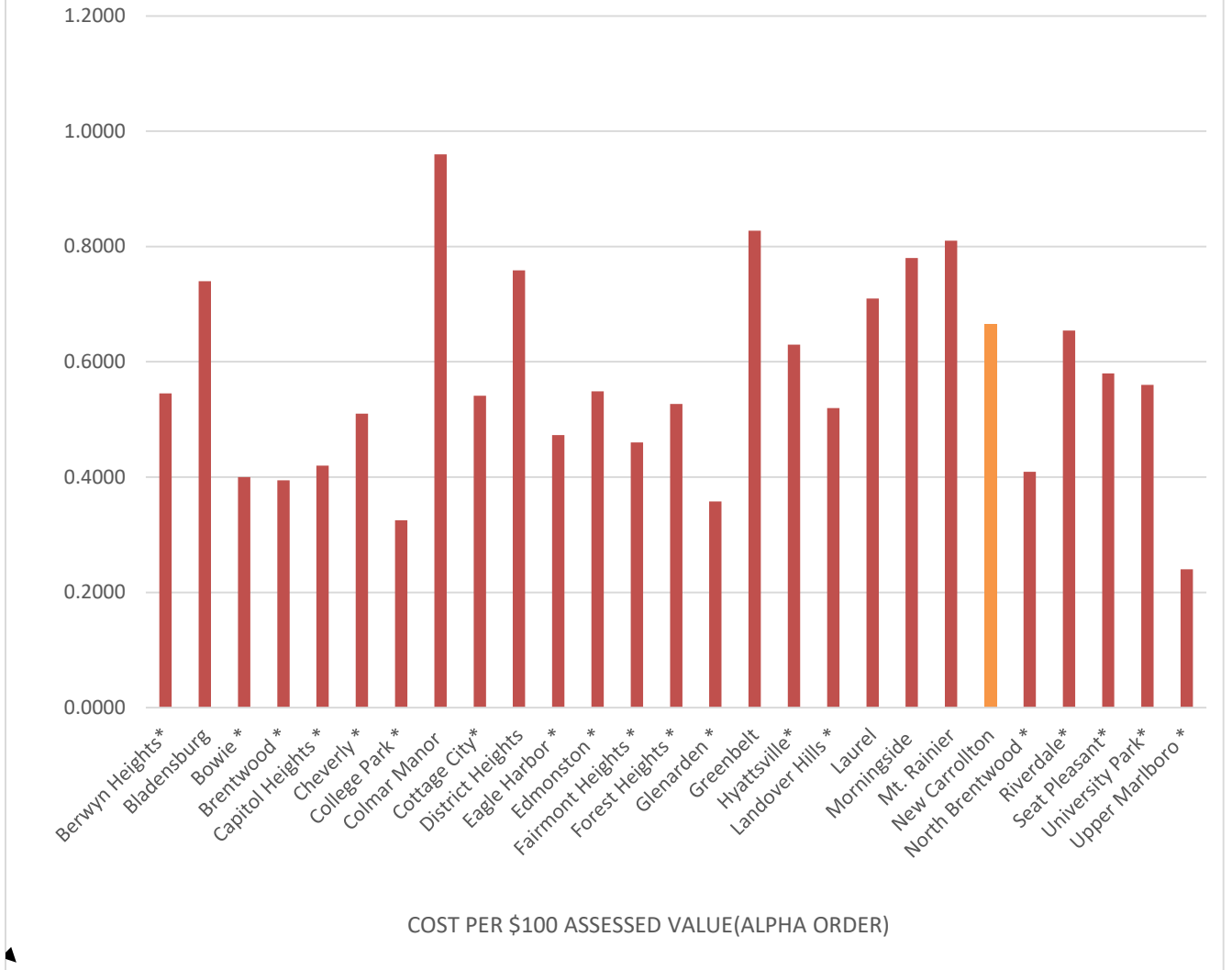
CURRENT REAL PROPERTY TAX RATES OF MUNICIPALITIES IN PRINCE GEORGE'S COUNTY (FOR THE TAXABLE YEAR ENDING JUNE 30, 2017) | COST PER \$100 OF ASSESSED VALUE

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

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

Population taken from U.S. Census, Year 2010. | Tax rate obtained from Prince George's County office of Finance.
*Tax rates equal to or lower than new Carrollton's

FY 2021 MUNICIPAL TAX RATES





Col. David G. Rice
Chief of Police

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

MEMORANDUM

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

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

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

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

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

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

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

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

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

CITY OF NEW CARROLLTON, MARYLAND | FY 2022 BUDGET

CAPITAL OUTLAY

ACCOUNT NUMBER	DESCRIPTION	FY 2018 ACTUAL	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 BUDGET	FY 2022 PROPOSED
GENERAL GOVERNMENT						
Mayor and Council						
01-1110-57011	Municipal Center Building Upgrade	\$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 2018 ACTUAL	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 BUDGET	FY 2022 PROPOSED
GENERAL GOVERNMENT						
Mayor and Council						
01-1110-57011	Municipal Center Building Upgrade	\$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
<u>Economic Development</u>					
Sub -Total		0	0	0	0
<u>Finance & Accounting</u>					
01-2010-58050	Furniture & Fixtures	\$48			
Sub -Total		48	0	0	0
<u>Code Enforcement</u>					
01-2510-57100	Vehicle		\$27,239	\$29,570	
01-2510-58110	Code Enforcement Software				
Sub -Total		\$0	\$27,239	\$29,570	\$0
TOTAL GENERAL GOVERNMENT		\$994,634	\$214,082	\$155,120	\$61,000

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

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

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

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

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

**ORDINANCE:
TO ADOPT
THE BUDGET**

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

**CITY OF NEW CARROLLTON MINUTES
COUNCIL WORKSHOP MEETING
WEDNESDAY, MARCH 2, 2022**

The Council Workshop Meeting was held at 7:00 p.m., on Wednesday, March 2, 2022, as a virtual meeting. In attendance was Chairperson Cynthia DB Mills; Councilmembers Katrina R. Dodro Allyne Hooks; Sarah Potter-Robbins and Briana Urbina; Mayor Phelecia Nembhard; City Administrative Officer Latasha Gatling; Assistant City Administrative Officer Michael McMahon; HR Director Cynthia Johnson; Director of Public Works Andre Triplett; Information Technology Administrator Andrew Facey; Chief of Police David Rice; and City Clerk Robinson Brown .

1. CALL TO ORDER

Chairperson Mills asked everyone to take thirty seconds for the war victims in Ukraine. Chairperson Mills then welcomed everyone and called the meeting to order.

2. REPORT OF THE MAYOR AND ADMINISTRATION

Mayor Nembhard started the meeting with Chief David Rice. He mentioned that he sent an email to everyone regarding the gentleman who lost his life due to a fatal car accident. He did not release his name as the family had not been notified the family. Chief Rice then provided the January and February Stats.

Director of Public Works Andre Triplett was called to give his report. He began by stating that the Clear Water Partnership installed the handrails on the bridge located on Carrollton Parkway. He is now waiting for a date to be given to open the bridge. Public works has begun filling potholes in the city with temporary filling repair and will be doing a permanent repair in the near future (within a month or two). Public works is slowly dismantling snow equipment. All equipment will be serviced and stored. The community gardens will be tilled and water tanks will be serviced.

Mr. Triplett then gave the following stats: Senior Van service had 43 riders in February; Bulk Pick-Ups had in December and 189 in January; Sump Discharges 3 in February; Trees trimmed 0 in February; Trees removed 0 in February; Vehicles in for service 17 in February; Pot-holes filled 0 in February.

City Administrative Officer Latasha Gatling stated that we are still working on the budget and should have it completed on schedule by March 30th, 2022. Ms. Gatling also informed everyone that we are two or three weeks out from having the new phone system implemented. We are also working on a few different grants for the city. She, the mayor, and chief had the first round of negotiations with the FOP. Ms. Gatling also informed everyone that they should be receiving a flyer soon about when we will be distributing COVID test kits and masks to families in the city.

Mayor Nembhard wished all the women on the call a “Happy Women’s Month.” She then thanked Andre Triplett for the update on the bridge. She addressed the speeding in the city and expressed her concerns for pedestrians in the city. Mayor Nembhard thanked all residents who responded to the city’s survey.

3. COUNCIL QUESTIONS/COUNCIL ANNOUNCEMENTS

Chairperson Mills introduced the city's new HR Director, Ms. Cynthia Johnson.

Chief Rice informed everyone of the complaints he received about the orange cones in the city and that he and his department will begin enforcing the Commercial Vehicle Policy.

Mr. Triplett responded that Public Works has swept the entire City and all cones have been removed.

Chairperson Mills then asked the Council if they have questions or comments.

Councilmember Hooks wished Chairperson Mills and Councilmember Potter-Robins a speedy recovery.

Councilmember Hooks sent best wishes to Councilmember Dodro's mother and daughter.

Councilmember Hooks sent condolences on behalf of the council to the elderly gentleman who lost his life in the city. Councilmember Hooks addressed the grammatical error found in the previous report and requested clarification on the term "City staff."

Assistant City Administrative Officer, Michael McMahon clarified the term for her.

Councilmember Urbina thanked all who supported and helped her family as she returned home after having her baby.

Councilmember Urbina asked Chief Rice about the carjacking incident that occurred in the city. Chief Rice informed her that they were working with the Task Force and that the person(s) involved were apprehended.

Councilmember Dodro thanked everyone who had asked and expressed concern for her family.

Councilmember Dodro asked Andre Triplett about the dead trees that were exposed during the snow storm and needed to be removed. He informed her that the city is going to remove them within a week.

Councilmember Dodro asked the Chief about the funding for the new Youth Task Force. She also wanted to know if the monies and/or resources were being shared with other municipalities? He replied yes and proceeded to explain the program and its mission. Chief Rice then provided an update about the carjacking that took place in the city, stating that it took place at the condominiums in the Fountain Club community.

Councilmember Dodro addressed the advertisement that was placed in the Constant Contact eNewsletter, stating that it needed to be removed as it is for Prince George's County residents, not New Carrollton residents.

4. 6000 HARLAND STREET AS COMMUNITY CENTER REVIEW

Chairperson Mills initiated the discussion inquiring about the survey that was given to the residents. Mr. McMahon gave a brief history of the property followed by the results of the survey. The results indicated that most of the residents were in support of a community center with a pool.

Councilmember Potter-Robbins was in favor of the idea.

Councilmember Hooks was in favor of the Community Center, but not the pool.

Councilmember Urbina was in favor of the Community Center.

Councilmember Dodro was in favor of the Community Center.

5. ARPA UPDATE DISCUSSION

Mr. McMahon provided an update for the American Rescue Plan Act.

Chairperson Mills asked if the ARPA fund would allow the city to place trash cans on some of the main streets in New Carrollton?

Mr. McMahon responded that it falls under general government services, so yes it would.

6. ANNEXATION PLAN DISCUSSION

Mr. McMahon briefly discussed the history of Annexation in the City of New Carrollton. He provided the results of his research as well as his recommendations for future Annexation endeavors.

Councilmember Potter-Robbins had no comment.

Councilmember Hooks asked if the Annexation included the Shopping Center on Annapolis Road?

Mr. McMahon responded: No, it is not.

Councilmember Urbina stated that she supports the Annexation, but wanted to know more about the process.

Councilmember Dodro stated that she was in favor of reaching out to the property owners again, but offering a 3–5 year tax credit instead of a 10 year tax abatement for Annexation.

Mayor Nembhard offered some suggestions and emphasized that some businesses expressed interest in becoming part of New Carrollton, and how they too could benefit from the Annexation.

7. AUDIO VISUAL ROOM RFP UPDATE/RECOMMENDATION

Andrew Facey reiterated that the City issued a Request-For-Proposals to redesign the Municipal Center Audio Visual Room. Three proposals were received. AVI was the low bidder but staff determined their proposal was unresponsive to the RFP. Staff is recommending Wiser AV at \$58,680 with an annual maintenance fee of \$6,360.

Chairperson Mills shared what she had witnessed when she toured the Audio Visual Room and agreed that the current situation has to be rectified.

Councilmember Hooks suggested that we have more than one technician come in to assess the situation and salvage the equipment that can still be of use.

Councilmember Urbina was unsure, but much more inclined to spend the PEG funds after seeing the photos of the Audio Visual Room.

Councilmember Dodro was in favor of using the PEG funds to update the Audio Visual Room.

8. CURBSIDE PICK-UP

Chairperson Mills discussed curbside pick-up after being presented with the amount of money it is costing the city for employees injured as a result of picking up trash from the backyards of city residents.

Councilmember Urbina was not in favor of curbside pick-up.

Councilmember Dodro was not in favor of curbside pick-up.

9. MEETING MINUTES

- a.) Council Workshop Meeting Minutes (February 2, 2022)
- b.) Council Workshop Meeting Minutes (February 14, 2022)
- c.) Council Legislative Meeting Minutes (February 16, 2022)

No discussion.

10. PUBLIC COMMENT - RESIDENTS' CONCERNS, AUDIENCE PARTICIPATION AND TELEPHONE CALLS

Pamela Lucky of 6406 Kaslo informed the council that is trying to get more of her neighbors involved with the meetings, and the mayor and council are doing a great job.

11. REQUEST FOR FUTURE AGENDA ITEMS

No discussion.

12. ADJOURNMENT

There being no further business, Councilmember Urbina moved to adjourn the Council Workshop Meeting of Wednesday, March 2, 2022. Seconded by Councilmember Hooks. The motion was approved (3-0-0).

The meeting ended at 9:00 p.m.

Respectfully submitted,

Robinson Brown
City Clerk

Adopted by the City Council on _____.

Note: The official recording of the City of New Carrollton's Council Workshop Meeting of Wednesday, March 2, 2022, has been posted to the City of New Carrollton's website.

**CITY OF NEW CARROLLTON MINUTES
COUNCIL WORKSHOP MEETING
MONDAY, MARCH 14, 2022**

The Council Workshop Meeting was held at 7:00 p.m., on Monday, March 14, 2022, as a virtual meeting. Attending was Chairperson Cynthia DB Mills; Councilmember Katrina R. Dodro; Councilmember Allyne Hooks; Councilmember Sarah Potter-Robbins; and Briana Urbina; Mayor Phelecia Nembhard; City Administrative Officer Latasha Gatling; City Clerk Robinson Brown; Assistant City Administrative Officer Michael McMahon; Major William Everts; Director of Public Works Andre Triplett; Information Technology Administrator Andrew Facey; and Administrative Assistant Araceli Guzman.

1. CALL TO ORDER

Chairperson Mills welcomed everyone and called the meeting to order.

2. REPORT OF THE MAYOR AND ADMINISTRATION

Director of Public Works Triplett was called on to give his report and began with a report on the recent storm that occurred over the weekend. The streets were not pre-treated due to the ground temperature. There was some freezing overnight and those areas were treated early on Saturday evening. The pothole on Lamont Drive was reported again to WSSC. They then came out to fill the pothole. The bridge on Carrollton Parkway failed inspection. The city will place signs there until the bridge is in compliance.

City Administrative Officer Gatling was asked to give the Administration report. She referred the Council to the agenda packet for her written report. She then stated that her report has not changed since the last meeting. City Administrative Officer Gatling reminded everyone of the COVID Test Kits and N95 Masks giveaway on Thursday, March 17, 2022 from the hours of 9:30 a.m. to 4 p.m. and again on April 1st at the same time and location. She also reminded everyone of the upcoming Spring Festival Event on Saturday, April 9, 2022.

Major Everts reported he has no official report but added that the police department is working on improving their social media contact with our citizens. They are adding more “Protect Yourself” information as the number of carjackings and robberies are increasing. The police department is also raising awareness about “Fraud” so that our citizens will know how to protect themselves against identity theft etc.

Mayor Nembhard began her report highlighting “Women’s History Month”. Mayor Nembhard also made mention of the “Women’s Mayor Salute” for the first time in history, saluting all female mayors in Prince George’s County on March 29th, 2022. Mayor Nembhard also emphasized to everyone “If you see something, say something!” as there have been complaints of trespassing and littering throughout the city.

Mayor Nembhard reminded everyone that COVID is still active, so please take the necessary precautions to stay safe and protect those around you.

3. COUNCIL QUESTIONS/COUNCIL ANNOUNCEMENTS

Chairperson Mills then asked the Council if they have questions or comments.

Councilmember Potter-Robbins provided a health update and stated that she enjoys the council meetings and misses everyone.

Councilmember Hooks wished Chief David Rice well and thanked Public Works Director Andre Triplett for resolving the bridge mishap. Councilmember Hooks also reminded the Administration to proofread documents before printing and posting them.

Councilmember Dodro asked for an update on the tree removal. Mr. Triplett replied that Pepco did a lot of tree trimming in the area and Public Works were back on track with their tree trimming as well. Lastly, Councilmember Dodro thanked the Police department for updating their social media.

Councilmember Urbina wished Councilmember Potter-Robbins well on her recovery and introduced a new edition to her family. Councilmember Urbina asked if the sidewalk repair will continue as the weather is changing? Mr. Triplett responded: Yes, the sidewalk repairs will continue.

Chairperson Mills asked Ms. Gatling if the Administration needed help with the Masks and COVID Test kit distribution on March 17th and April 1st? Ms. Gatling replied, “Yes, she can always use more help.” Ms. Gatling then proceeded to announce if any students need volunteer hours, please contact Araceli Guzman for the Spring Festival Event taking place on April 9th.

Chairperson Mills asked each Councilmember if they have been to City Hall to see the current state of the Audio Visual Room? If not, please make time to see it.

4. Census 2020 Presentation

Presentation given by: James Cannistra (Prince George’s County Planning Department)
Charles Wade
Kui Zhao

5. NEW TRASH CAN/ TOTERS FOR THE CITY

Chairperson Mills stated that in the last meeting, everyone agreed that the trash cans would stay in the yard and the city would purchase toters. All were in favor of 64-Gallon Trash Toters.

6. ARPA CONSULTANT CONTRACT

Mr. McMahon discussed the ARPA Consultant Contract and answered questions following his presentation. The council agreed to further discuss this matter in the workshop meeting, scheduled for April 6, 2022.

7. BUILDING/RESTROOM UPGRADE CONTRACT REVIEW PRICE

Chairperson Mills asked if there was a contract and start date?

Mr. McMahon responded that there is a memo and agreement in the packet. After providing the update, Mr. McMahon answered questions asked by the council.

8. LETTER OF ANNEXATION

The council agreed that the letter can be sent out.

9. ARBOR DAY PROCLAMATION

Chairperson Mills asked Councilmember Hooks to read the Arbor Day Proclamation on Wednesday, March 16, 2022.

10. 600 HARLAND STREET AS COMMUNITY CENTER REVIEW

Chairperson asked all councilmembers if they could have someone come in with plans and estimates for the Harland Street Community Center

11. MEETING MINUTES

a.) Council Workshop/Special Legislative Meeting Minutes (February 2, 2022)

b.) Council Workshop Meeting Minutes (February 14, 2022)

c.) Council Legislative Meeting Minutes (February 16, 2022)

No discussion.

12. REVIEW OF BILLS

Batch #1 (February 11, 2022); Batch #2 (February 18, 2022); Batch # 3 (February 25, 2022); and Batch #4 (March 7, 2022)

No discussion

13. PUBLIC COMMENT - RESIDENTS' CONCERNS, AUDIENCE PARTICIPATION AND TELEPHONE CALLS

No discussion.

14. REQUEST FOR FUTURE AGENDA ITEMS

No discussion.

15. ADJOURNMENT

There being no further business, Councilmember Hooks moved to adjourn the Council Workshop Meeting of Monday, March 14, 2022. Seconded by Councilmember Potter-Robbins. The motion was approved (3-0-0).

The meeting ended at 8:55 p.m.

Respectfully submitted,

Robinson Brown
City Clerk

Adopted by the City Council on _____.

Note: The official recording of the City of New Carrollton’s Council Workshop Meeting of Monday, March 14, 2022, has been posted to the City of New Carrollton’s website.

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**CITY OF NEW CARROLLTON MINUTES
COUNCIL LEGISLATIVE MEETING
WEDNESDAY, MARCH 16, 2022**

The Council Legislative Meeting was held at 7:00 p.m., on Wednesday, March 16, 2022, as a virtual meeting. Attending were Chairperson Cynthia DB Mills; Councilmembers Sarah Potter-Robbins; Allyne Hooks, Katrina Dodro and Briana Urbina; Mayor Phelecia Nembhard; City Administrative Officer Latasha Gatling; City Clerk Robinson Brown; Assistant City Administrative Officer Michael McMahon; Chief of Police David G. Rice; and Information Technology Administrator Andrew Facey.

1. CALL TO ORDER

Chairperson Mills welcomed everyone and called the meeting to order.

2. MEETING MINUTES

- a.) Council Workshop/Council Legislative Meeting Minutes (February 2, 2022)
- b.) Council Workshop Meeting Minute (February 14, 2022)
- c.) Council Legislative Meeting Minutes (February 16, 2022)

There was no discussion. Chairperson Mills called for the vote. The motion was approved (3-0-0).

3. COUNCIL QUESTIONS/COUNCIL ANNOUNCEMENTS

Chairperson Mills asked everyone if they were registered for the MML 2022 Conference? Councilmember Urbina stated she would call Ms. Gatling and get registered.

Chairperson Mills asked if everyone has been to City Hall to see the Audio Visual Room? Everyone answered yes.

Councilmember Hooks stated she was displeased about the Vendor Vetting process. She feels as though the councilmembers should have more input.

Chairperson Mills asked who is monitoring the contractor while the work is being done?

Ms. Gatling explained the process to the council.

Councilmember Urbina informed everyone that COVID is on the rise again, so please be safe!

Councilmember Dodro thanked Mr. Andre Triplett and his staff for their hard work. She also informed everyone of an upcoming foodbank posted on her website.

4. ADDITIONS TO THE AGENDA BY THE COUNCIL

There were no additions to the agenda.

5. OLD BUSINESS

None

6. NEW BUSINESS

Chairperson Mills asked Councilmember Hooks to read the motion to approve the Purchase of 64-Gallon Trash Toters. Councilmember Urbina seconded the motion.

All were in favor of the motion. Councilmember Potter-Robbins abstained.

Councilmember Potter-Robbins read the motion to approve the Restroom Upgrade Contract. Councilmember Hooks seconded the motion.

All were in favor and the motion passed.

Councilmember Dodro read the Proclamation for Arbor Day
Councilmember Hooks seconded the motion.

All were in favor and the motion passed.

7. ADJOURNMENT

There being no further business, Councilmember Dodro moved to adjourn the Council Legislative Meeting of Wednesday, February 16, 2022. Councilmember Hooks seconded the motion. The motion was approved (3-0-0).

The meeting ended at 7:24 p.m.

Respectfully submitted,

Robinson Brown
City Clerk

Adopted by the City Council on _____.

Note: The official recording of the City of New Carrollton's Council Legislative Meeting of Wednesday, March 16, 2022, has been posted to the City of New Carrollton's website.

WORKSHOP/LEGISLATIVE MEETING

MORE THAN \$10,000 CHECKS:

1. BRIDGETT MOCK & ASSOCIATES PA (Audit services - FY 2021)	13,903.80
2. LOCAL GOVT. INSURANCE SERVICES (Monthly Health Insurance - 02/22 -04/22)	246,787.68
3. GCI RESIDENTIAL, INC (City Hall recycling - 02/22)	10,833.79
4. MARYLAND MUNICIPAL LEAGUE (Summer 2022 Municipal conference)	10,915.00
5. PRINCE GEORGE'S COUNTY (Landfill fees - 03/22)	16,277.80
6. GCI RESIDENTIAL, INC (City Hall recycling - 03/22)	12,133.84

310,851.91

PAYMENT DESCRIPTION:

1st BATCH TOTAL (03/11/22) - 3 pages (Total amount of all of the bills for this batch)	309,716.56
2nd BATCH TOTAL (03/18/22) - 4 pages (Total amount of all of the bills for this batch)	62,851.45
3rd BATCH TOTAL (3/25/22) - 3 pages (Total amount of all of the bills for this batch)	26,037.72
4TH BATCH TOTAL (3/31/22) -2 pages (Total amount of all of the bills for this batch)	14,650.91
5TH BATCH TOTAL (4/11/22) -4 pages (Total amount of all of the bills for this batch)	34,958.31

448,214.95

CITY OF NEW CARROLLTON
TD GENERAL

A/P Detail Check Register for Check Date 3/11/2022

<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>
EFT		EFT Transmittal		269,555.33	01-0000-10100-00000-00000 TD BANK GENERAL ACCOUNT	-269555.33
EFT	ACCUFUND INC	COMPUTER & IT SUPPORT - 2/22 - 1/23	2010 Finance and Accounting	0.00	01-2010-50200-00000-00000 COMPUTER & IT SUPPORT	6320.00
0041578	ALL ROADS KENWORTH DC, LLC	BELT FOR ENGINE(1)	3510 Public Works Administration	48.33	01-3510-52130-00000-00000 VEHICLE OPERATIONS & MAINTENANCE	48.33
0041579	AMERICAN PUBLIC SAFETY	Invoices SI-100210, SI-100829, SI-101049	3010 Police Administration 3010 Police Administration 3010 Police Administration	421.90	01-3010-53570-00000-00000 UNIFORMS	421.90
0041580	AUTOZONE STORES LLC	Invoices 1833231163, 1833231342, 1833231941, 1833240616, 1833240617, 1833240651, 1833240653	3010 Police Administration 3510 Public Works Administration 3510 Public Works Administration	354.47	01-3010-52130-00000-00000 VEHICLE OPERATION & MAINTENANCE 01-3510-52130-00000-00000 VEHICLE OPERATIONS & MAINTENANCE	294.36 60.11
EFT	BRIDGETT MOCK & ASSOCIATES PA	AUDIT SERVICES - FY 2021	2010 Finance and Accounting	0.00	01-2010-50110-00000-00000 AUDITING SERVICE	13903.80
EFT	CINTAS CORPORATION LOC 41	Invoices 4112631747, 4112776760	3510 Public Works Administration 3510 Public Works Administration	0.00	01-3510-52550-00000-00000 JANITORIAL SUPPLIES 01-3510-53570-00000-00000 UNIFORMS	351.87 361.65
0041581	CITY OF COLLEGE PARK	COMPOST FEES - 01/22 & 02/22	3710 Public Works Sanitation	1,050.00	01-3710-51115-00000-00000 COMPOST FEES	1050.00
0041582	E D LOCKS & SECURITY LLC	HIGH SECURITY ELECTRONIC SYSTEM FOR THE FLEETS KEYS		3,610.00	01-3510-52130-00000-00000 VEHICLE OPERATIONS & MAINTENANCE	3610.00
0041583	FLEETPRO INC	Invoices 611953, 611954	3510 Public Works Administration 3510 Public Works Administration	1,364.77	01-3510-51000-00000-00000 PREVENTIVE VEHICLE & MAINT.	1364.77

CITY OF NEW CARROLLTON

TD GENERAL

A/P Detail Check Register for Check Date 3/11/2022

<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>
0041584	GCI RESIDENTIAL, INC	6016 PRINCESS GARDEN PKWY- RECYCLING - 02/22	3710 Public Works Sanitation	10,833.79	01-3710-50550-00000-00000 RECYCLING CONTRACT	10833.79
EFT	HOMESTEAD GARDENS, INC.	Invoices 126826, 126839	3810 Public Works Grounds Maintenance	0.00	01-3810-54250-00000-00000 PARKS, FIELDS & TREE MAINTENANCE	1232.00
0041585	INVENTIVE SOFTWARE SYSTEMS LLC	COMPUTER & IT SUPPORT	2010 Finance and Accounting	500.00	01-2010-50200-00000-00000 COMPUTER & IT SUPPORT	500.00
0041586	KOHLER EQUIPMENT	CHAIN LOOP (1)	3810 Public Works Grounds Maintenance	17.82	01-3810-52210-00000-00000 EQUIPMENT REPAIR & MAINTENANCE	17.82
EFT	LOCAL GOVT. INSURANCE TRUST	Invoices 121023, 79696-0, 82414-0, 85128-0	3510 Public Works Administration	0.00	01-0000-20101-00000-00000 HEALTH INSURANCE PAYABLE	246787.68
			1530 Human Resources		01-3510-50700-00000-00000 GENERAL LIABILITY INSURANCE	115.88
0041587	MML- PEA	TRAINING CONFERENCE REGISTRATION FEE - V. LYEW	3010 Police Administration	225.00	01-3010-53520-00000-00000 EMPLOYEE TRAINING	225.00
0041588	NEW CARROLLTON BOYSEXPERIENCE AND GIRLS CLUB	REIMBURSEMENT - FY 2022	1110 Mayor & City Council	2,443.68	01-1110-54320-00000-00000 BOYS & GIRLS CLUB GRANT	2443.68
0041589	NITY FEDERAL SERVICES LLC	EMPLOYEE TRAINING - C. WASHINGTON	3010 Police Administration	1,395.00	01-3010-53520-00000-00000 EMPLOYEE TRAINING	1395.00
0041590	NJ CRIMINAL INTERDICTION LLC	TRAINING - W. MAGANA	3010 Police Administration	175.00	01-3010-53520-00000-00000 EMPLOYEE TRAINING	175.00
EFT	P & H AUTO - ELECTRIC INC.	2017 FORD INTERCEPTOR - BATTERY (1)	3010 Police Administration	0.00	01-3010-52130-00000-00000 VEHICLE OPERATION & MAINTENANCE	119.99
0041591	PANNIER CORPORATION	FIBERGLASS EMBEDDED PANELS - VETERANS PARK	3810 Public Works Grounds Maintenance	106.00	01-3810-54250-00000-00000 PARKS, FIELDS & TREE MAINTENANCE	106.00
0041592	PEPCO	Invoices 200671662533, 210004208086	3610 Public Works Infrastructure Maintenance	7,935.94	01-3610-51210-00000-00000 STREET LIGHTING	7935.94
			3610 Public Works Infrastructure Maintenance			

CITY OF NEW CARROLLTON

TD GENERAL

A/P Detail Check Register for Check Date 3/11/2022

Check	Vendor	Description or Invoice Numbers	Dept	Check Amount	Invoice Distribution Accounts	Distribution Amount
0041593	PROCOM COMMUNICATIONS LLC	ANTENNA, PORTABLE RADIO(2), BELT CLIP FOR ADMINISTRATION RADIO	3510 Public Works Administration	42.45	01-3510-52500-00000-00000 COMPUTER SUPPLIES	42.45
EFT	RITCHIE LAND RECLAMATION LLC	LANDFILL FEES - DEMO/CONSTRUCTION DEBRIS 03/01	3610 Public Works Infrastructure Maintenance	0.00	01-3610-51110-00000-00000 LANDFILL FEES	315.21
EFT	STAPLES ADVANTAGE	INK (3PK), BATTERY (36PK) - PW	3510 Public Works Administration	0.00	01-3510-52520-00000-00000 OFFICE SUPPLIES & PRINTING	47.25
0041594	THE CARLSEN GROUP INC	MONTHLY SERVICE SCAN CHARGES	1510 City Administration	95.00	01-1510-52520-00000-00000 OFFICE SUPPLIES & PRINTING	95.00
0041595	VERIZON WIRELESS	CELL PHONE CHARGES - POLICE - ACC# 902009495-00001	3010 Police Administration	80.04	01-3010-54020-00000-00000 CELL PHONES	80.04
0041596	WB WASTE SOLUTIONS, LLC	FRENCHMANS CREEK - MAR 2022- CUST# 150006306	3710 Public Works Sanitation	9,094.44	01-3710-50500-00000-00000 REFUSE COLLECTION CONTRACT	9094.44
0041597	XEROX CORPORATION	Invoices 015379959, 015603861	3510 Public Works Administration	367.60	01-3010-50760-00000-00000 OFFICE EQUIPMENT CONTRACTS 01-3010-52520-00000-00000 OFFICE SUPPLIES & PRINTING 01-3510-50760-00000-00000 OFFICE EQUIPMENT CONTRACTS 01-3510-52520-00000-00000 OFFICE SUPPLIES & PRINTING	189.25 7.16 167.84 3.35

Total for Check Run: 309,716.56

Charles 3/11/2022

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 3/18/2022

<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>
EFT		EFT Transmittal		2,707.65	01-0000-10100-00000-00000 TD BANK GENERAL ACCOUNT	-2707.65
0041598	ALL ROADS KENWORTH DC, LLC	Invoices 4003589, 4005308	3510 Public Works Administration	376.32	01-3510-52130-00000-00000 VEHICLE OPERATIONS & MAINTENANCE	376.32
0041599	AMERICAN PUBLIC SAFETY	BOOTS - D. SWEATT	3010 Police Administration	150.00	01-3010-53570-00000-00000 UNIFORMS	150.00
0041600	AUTOZONE STORES LLC	Invoices 1833211376, 1833221578, 1833222680, 1833245660, 1833247895	3010 Police Administration	734.31	01-3010-52130-00000-00000 VEHICLE OPERATION & MAINTENANCE 01-3510-52130-00000-00000 VEHICLE OPERATIONS & MAINTENANCE	637.66 96.65
0041601	CHARACTERVILLE ENTERTAINMENT LLC	SPRING FESTIVAL - CHARACTER MASCOT	1510 City Administration	1,000.00	01-1510-54451-00000-00000 SPRING COMMUNITY EVENT	1000.00
EFT	CINTAS CORPORATION LOC 41	Invoices 4111225208, 4111355589, 4112089117, 4112630038	3510 Public Works Administration	0.00	01-1510-52550-00000-00000 JANITORIAL SUPPLIES 01-3510-52550-00000-00000 JANITORIAL SUPPLIES 01-3510-53570-00000-00000 UNIFORMS	301.48 246.03 723.30
0041602	DARCARS CHR JEEP DODGE OF NC	2013 CHARGER -ROD GAS (2)	3010 Police Administration	43.80	01-3010-52130-00000-00000 VEHICLE OPERATION & MAINTENANCE	43.80
0041603	FANTASY WORLD ENTERTAINMENT	FINAL PAYMENT - ANNUAL SPRING FESTIVAL 2022	1510 City Administration	8,085.00	01-1510-54451-00000-00000 SPRING COMMUNITY EVENT	8085.00
0041604	FLEETPRO INC	Invoices 592271, 599733, 606611, 606612	3510 Public Works Administration	2,434.74	01-3510-51000-00000-00000 PREVENTIVE VEHICLE & MAINT.	2434.74

CITY OF NEW CARROLLTON
TD GENERAL

A/P Detail Check Register for Check Date 3/18/2022

<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>
0041605	GRAINGER	MULTI LEVER CHAIN HOIST (1), GARDEN HOSE WASHERS (1)	3510 Public Works Administration	355.07	01-3510-52130-00000-00000 VEHICLE OPERATIONS & MAINTENANCE	355.07
0041606	JOHNSON TRUCK CENTER	Invoices X501112687:01, X501112781:01, X501113446:01	3510 Public Works Administration	651.70	01-3510-52130-00000-00000 VEHICLE OPERATIONS & MAINTENANCE	651.70
0041607	KOHLER EQUIPMENT	Invoices 348583, 348706, 348878	3810 Public Works Grounds Maintenance	476.57	01-3810-52210-00000-00000 EQUIPMENT REPAIR & MAINTENANCE	476.57
0041608	LOWE'S BUSINESS ACCOUNT	PURCHASES/CHARGES FOR FEB 2022 - P.W	3510 Public Works Administration	108.45	01-3510-52100-00000-00000 BUILDING MAINT. & REPAIR	38.61 18.95 50.89
0041609	MARYLAND ENVIRONMENTAL SERVICES	SINGLE STEAM RECYCLING - ACC# 13829	3710 Public Works Sanitation	1,775.52	01-3710-50550-00000-00000 RECYCLING CONTRACT	1775.52
0041610	MARYLAND MUNICIPAL LEAGUE	Invoices 1249, 1271, 1284, 1285, 1305, 1312, 1364, 1379, 1381, 1382, 1383, 1384, 1390, 1394, 1395	1110 Mayor & City Council	10,915.00	01-1110-53540-00000-00000 TRAVEL & MEETINGS	3250.00
			2010 Finance and Accounting		01-1510-53540-00000-00000 TRAVEL & MEETING	1935.00
			2010 Finance and Accounting		01-1530-53540-00000-00000 HR TRAINING, TRAVEL & MEETINGS	655.00
			1510 City Administration		01-2010-53540-00000-00000 TRAVEL & MEETING	1450.00
			1510 City Administration		01-3010-53520-00000-00000 EMPLOYEE TRAINING	2245.00
			1510 City Administration		01-3510-53520-00000-00000 EMPLOYEE TRAINING	655.00
			1510 City Administration		01-3510-53540-00000-00000 TRAVEL & MEETINGS	725.00
0041611	NATIONAL CAPITAL INDUSTRIES	ASPHALT TAC COAT (10 GAL)	1110 Mayor & City Administration	97.10	01-3610-53000-00000-00000 STREET & STORM DRAIN MAINT. MATERIALS	97.10
0041612	NEW YORK LIFE	3RD PARTY INSURANCE - 1530 Human Resources	3610 Public Works Infrastructure Maintenance	919.57	01-0000-21125-00000-00000 NEW YORK LIFE INSURANCE PAYABLE	919.57

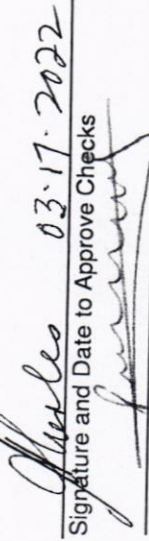
CITY OF NEW CARROLLTON
TD GENERAL
A/P Detail Check Register for Check Date 3/18/2022

<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>
0041613	ON DUTY SUPPLY INC	Invoices 9899, 9900, 9902, 9903, 9904, 9905	3010 Police Administration 3010 Police Administration 3010 Police Administration 3010 Police Administration 3010 Police Administration 3010 Police Administration	3,654.03	01-3010-53570-000000 UNIFORMS	3654.03
0041614	OURISMAN CHEVROLET OF BOWIE	Invoices 268762CVW, 269106CVW	3010 Police Administration 3010 Police Administration	4,565.48	01-3030-52130-000000 VEHICLE OPERATIONS & MAINTENANCE	4565.48
EFT	P & H AUTO - ELECTRIC INC.	Invoices 238204, 238272, 238307, 238325	3010 Police Administration 3010 Police Administration 3010 Police Administration 3510 Public Works Administration 3510 Public Works Administration	0.00	01-3010-52130-000000 VEHICLE OPERATION & MAINTENANCE 01-3510-52130-000000 VEHICLE OPERATIONS & MAINTENANCE	245.98 136.94
0041615	PITNEY BOWES INC	OFFICE EQUIPMENT LEASE - ACC# 0012397850	1510 City Administration	239.52	01-1510-50760-000000 OFFICE EQUIPMENT CONTRACTS	239.52
0041616	PRINCE GEORGES COUNTY	LANDFILL FEES - 03/21 - ACC# 3214	3710 Public Works Sanitation	16,277.80	01-3710-51100-000000 LANDFILL FEES-COUNTY	16277.80
0041617	PROCOM COMMUNICATIONS LLC	REPLACE BATTERIES FOR THE RADIOS - MOTO NNTN4497, 2250MAH, CP150, CO 200, CP 200D, PR400	3510 Public Works Administration	107.90	01-3510-52500-000000 COMPUTER SUPPLIES	107.90
0041618	READYREFRESH	PANTRY SUPPLIES - POLICE - ACC#0437380884	3010 Police Administration	135.89	01-3010-52510-000000 PANTRY SUPPLIES	135.89
0041619	ROBERT HALF INTERNATIONAL	Invoices 59330243, 59430962	1510 City Administration 1510 City Administration	3,247.65	01-1510-50330-000000 TEMPORARY OFFICE SUPPORT	3247.65

CITY OF NEW CARROLLTON
TD GENERAL
A/P Detail Check Register for Check Date 3/18/2022

<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>
EFT	ROK BROTHER'S INC	Invoices INV203015, INV203031	3010 Police Administration 3010 Police Administration	0.00	01-3010-52130-00000-00000 VEHICLE OPERATION & MAINTENANCE	196.31
EFT	STAPLES ADVANTAGE	Invoices 8065350216, 8065444731	1510 City Administration 1510 City Administration	0.00	01-1510-52520-00000-00000 OFFICE SUPPLIES & PRINTING	430.33
0041620	UNIVERSITY OF MARYLAND/ SCHOOL OF PUBLIC POLICY	Invoices IHARRIS, KDODRO, MTRIMBLE	3010 Police Administration 1110 Mayor & City Council 1530 Human Resources	750.00	01-1110-53540-00000-00000 TRAVEL & MEETINGS 01-1530-53520-00000-00000 EMPLOYEE TRAINING 01-3010-53520-00000-00000 EMPLOYEE TRAINING	250.00 250.00 250.00
0041621	UPS	COURIER SERVICE - SHIPPER# 01837Y - POLICE	3010 Police Administration	27.73	01-3010-54080-00000-00000 POSTAGE METER & COURIER SERVICE	27.73
0041622	VERIZON A/C # 755-300-184-0001-65	6016 PRINCESS GARDEN PKWY - ACC# 755-300-184-0001-65 - 11/21 - 2/22	1510 City Administration	485.36	01-1510-54010-00000-00000 TELEPHONES	485.36
0041623	WASHINGTON GAS	6016 PRINCESS GARDEN PKWY - ACC# 220004003822 - 02/02 - 03/01	1510 City Administration	1,789.91	01-1510-54060-00000-00000 UTILITY-NATURAL GAS	1789.91
0041624	WILLIAM HAIRSTON	REPAIR COMPRESSOR FOR VENDING MACHINE	1510 City Administration	550.00	01-1510-52100-00000-00000 BUILDING MAINT. & REPAIR	550.00
0041625	XEROX CORPORATION	CONTRACT & OFFICE PRINTING - P.W - CUST# 717894299	3510 Public Works Administration	189.38	01-3510-50760-00000-00000 OFFICE EQUIPMENT CONTRACTS 01-3510-52520-00000-00000 OFFICE SUPPLIES & PRINTING	167.84 21.54
EFT	XEROX FINANCIAL SERVICES	LEASE PAYMENT -02/16 - 03/15 - ADMIN - CONTRACT# 010-0037890-002	1510 City Administration	0.00	01-1510-50760-00000-00000 OFFICE EQUIPMENT CONTRACTS	427.28

Total for Check Run: 52,851.45



 Signature and Date to Approve Checks
 03-17-2022

Signature and Date to Approve Checks

CITY OF NEW CARROLLTON
TD GENERAL

A/P Detail Check Register for Check Date 3/25/2022

<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>
EFT		EFT Transmittal		6,216.45	01-0000-10100-00000-00000 TD BANK GENERAL ACCOUNT	-6216.45
0041626	ALLIED PARTY RENTAL	TENT - SPRING FESTIVAL 2022	1510 City Administration	2,706.00	01-1510-54451-00000-00000 SPRING COMMUNITY EVENT	2706.00
0041627	AMERICAN PUBLIC SAFETY	TACTICAL BELTS - (3M, 3L, 2XL, 1 2X) 3 PD Admin,5 Code	1510 City Administration	346.39	01-3010-53570-00000-00000 UNIFORMS	346.39
0041628	AUTOZONE STORES LLC	Invoices 1833237010, 1833254711, 1833255986, 1833260751, 1833261965	3510 Public Works Administration 3010 Police Administration 3010 Police Administration 3010 Police Administration 3510 Public Works Administration	456.72	01-3010-52130-00000-00000 VEHICLE OPERATION & MAINTENANCE 01-3510-52130-00000-00000 VEHICLE OPERATIONS & MAINTENANCE	241.34 215.38
EFT	CINTAS CORPORATION LOC 41	Invoices 1902776597, 4111223491, 4113409224, 4113992149	1510 City Administration 1510 City Administration 3510 Public Works Administration 1510 City Administration	0.00	01-1510-52550-00000-00000 JANITORIAL SUPPLIES 01-3510-53570-00000-00000 UNIFORMS	575.14 361.65
0041629	CITY OF COLLEGE PARK	COMPOST FEES - 03/03 - 03/04	3710 Public Works Sanitation	360.00	01-3710-51115-00000-00000 COMPOST FEES	360.00
0041630	COMCAST CABLE COMMUNICATIONS MANAGEMENT, LLC	Invoices 2203 - 0303439, 2203 - 0450608	1510 City Administration 1510 City Administration	318.32	01-1510-50430-00000-00000 CABLE TELEVISION OPERATION 01-1510-54150-00000-00000 UPKEEP OF HANKO BUILDING	18.64 299.68
0041631	DARCARS FORD	2013 FORD INTERCEPTOR - WINDSHIELD REPLACEMENT	3010 Police Administration	45.01	01-3010-52130-00000-00000 VEHICLE OPERATION & MAINTENANCE	45.01
0041632	DARCARS CHR JEEP DODGE OF NC	2017 DODGE RAM - HEATER (1)	3510 Public Works Administration	159.20	01-3510-52130-00000-00000 VEHICLE OPERATIONS & MAINTENANCE	159.20
0041633	HOME PARAMOUNT	MONTHLY PEST CONTROL - 6318 WESTBROOK DRIVE	3510 Public Works Administration	78.00	01-3510-52100-00000-00000 BUILDING MAINT. & REPAIR	78.00

CITY OF NEW CARROLLTON
TD GENERAL

A/P Detail Check Register for Check Date 3/25/2022

<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>
0041634	KOHLER EQUIPMENT	ROUND GREEN (5LB)	3510 Public Works Administration	33.30	01-3810-54250-00000-00000 PARKS, FIELDS & TREE MAINTENANCE	33.30
0041635	MARYLAND MUNICIPAL LEAGUE	Invoices 1452, 1455, 1456, 1466, 1467	3010 Police Administration 3010 Police Administration 1110 Mayor & City Council 3010 Police Administration 3010 Police Administration	3,175.00	01-1110-53540-00000-00000 TRAVEL & MEETINGS 01-3010-53520-00000-00000 EMPLOYEE TRAINING	655.00 2520.00
EFT	MD STATE RETIREMENT AGENCY	FY 2022 ADMIN FEE - 3RD QUARTER	1530 Human Resources	0.00	01-1510-48000-00000-00000 RETIREMENT & PENSION 01-2010-48000-00000-00000 RETIREMENT & PENSION 01-2510-48000-00000-00000 RETIREMENT & PENSION 01-3010-48000-00000-00000 RETIREMENT & PENSION 01-3030-48000-00000-00000 RETIREMENT & PENSION 01-3040-48000-00000-00000 RETIREMENT & PENSION	317.29 63.46 190.38 253.83 31.73 475.94 126.92 253.83 95.19 349.02 222.11
0041636	METROPOLITAN LIFE INSURANCE COMPANY	DENTAL INSURANCE - 04/22	1530 Human Resources	3,695.55	01-0000-20101-00000-00000 HEALTH INSURANCE PAYABLE	3695.55
0041637	ON DUTY SUPPLY INC	HEM PANT (3), PANT (3) - GHOLSTON	3010 Police Administration	240.30	01-3010-53570-00000-00000 UNIFORMS	240.30
0041638	OURISMAN CHEVROLET OF BOWIE	Invoices 269930CVW, 270119CVW, 270120CVW, CM268762CVW	3010 Police Administration 3010 Police Administration 3010 Police Administration	443.32	01-3010-52130-00000-00000 VEHICLE OPERATION & MAINTENANCE	443.32
0041639	PENNMARVA INC	STORM DRAIN WORK	3610 Public Works Infrastructure Maintenance	793.00	01-3610-53000-00000-00000 STREET & STORM DRAIN MAINT. MATERIALS	793.00
0041640	PEPCO	7510 GOODLUCK RD - ACC# 5502 3553 195 - 03/22	3610 Public Works Infrastructure Maintenance	17.23	01-3610-51210-00000-00000 STREET LIGHTING	17.23

CITY OF NEW CARROLLTON
TD GENERAL

A/P Detail Check Register for Check Date 3/25/2022

Check	Vendor	Description or Invoice Numbers	Dept	Check Amount	Invoice Distribution Accounts	Distribution Amount
0041641	PRO GUARD AUTO GLASSGREEN TINT - 2020 FORD 3010 Police EXPLORER - THE CITY IS ADMINISTRATION LLC	EXEMPT FROM TAXES	3010 Police Administration	550.00	01-3010-52130-00000-00000 VEHICLE OPERATION & MAINTENANCE	550.00
0041642	QUILL CORPORATION	PHOTOCOPIER PAPER (2 1510 City BOXES) - ADMIN - ACC# 5817433	1510 City Administration	63.98	01-1510-52520-00000-00000 OFFICE SUPPLIES & PRINTING	63.98
0041643	SIGNS BY TOMORROW	50% DEPOSIT FOR BANNER - SPRING FESTIVAL	1510 City Administration	1,247.00	01-1510-54451-00000-00000 SPRING COMMUNITY EVENT	1247.00
EFT	THE LINCOLN NATIONAL LIFE INSURANCE COMPANY	LIFE & AD&D PREMIUM - 04/22	1530 Human Resources	0.00	01-0000-20102-00000-00000 LIFE INSURANCE PAYABLE	2899.96
0041644	TOP IT OFF ENTERTAINMENT	MUSIC & GAMES - SPRING FESTIVAL	1510 City Administration	1,000.00	01-1510-54451-00000-00000 SPRING COMMUNITY EVENT	1000.00
0041645	UNIVERSITY OF MARYLAND/ SCHOOL OF PUBLIC POLICY	REGISTRATION FOR ACADEMY OF EXCELLENCE PROGRAM - L. HUBBARD	3010 Police Administration	250.00	01-3010-53520-00000-00000 EMPLOYEE TRAINING	250.00
0041646	UPS	COURIER SERVICES - # 01837Y122 - POLICE	3010 Police Administration	7.00	01-3010-54080-00000-00000 POSTAGE METER & COURIER SERVICE	7.00
0041647	WASHINGTON GAS	Invoices 2202 - 055198, 2202 - 055354, 2203 - 613886	3510 Public Works Administration	1,878.75	01-1510-54150-00000-00000 UPKEEP OF HANKO BUILDING 01-3510-54060-00000-00000 UTILITY - NATURAL GAS	294.80 1583.95
0041648	WINDSTREAM	TELEPHONE CHARGES - ADMIN & P.W - ACC# 012272451 - 03/22	1510 City Administration	1,063.23	01-1510-54010-00000-00000 TELEPHONES 01-3510-54010-00000-00000 TELEPHONES	806.41 256.82
0041649	XTT LIFE LLC	Invoices 1013, 1028	3510 Public Works Administration	893.97	01-3510-52130-00000-00000 VEHICLE OPERATIONS & MAINTENANCE 01-3510-52140-00000-00000 VEHICLE GASOLINE USE	386.99 506.98

Total for Check Run:

26,037.72

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 Signature and Date to Approve Checks
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**CITY OF NEW CARROLLTON
TD GENERAL**

A/P Detail Check Register for Check Date 3/31/2022

<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>
EFT		EFT Transmittal		1,009.08	01-0000-10100-00000-00000 TD BANK GENERAL ACCOUNT	-1009.08
0041650	BATENGA, CARLOS	REIMBURSEMENT FOR BATTERY PURCHASE - 2014 FORD EXPLORER - # 139	3010 Police Administration	111.99	01-3010-52130-00000-00000 VEHICLE OPERATION & MAINTENANCE	111.99
0041651	BGE	6016 PRINCESS GARDEN PKWY - ACC# 0195120000 - 03/22	1510 City Administration	1,331.20	01-1510-54050-00000-00000 UTILITY-ELECTRICITY	1331.20
0041652	CITY OF COLLEGE PARK	COMCAST CABLE FRANCHISE NEGOTIATIONS-FY 2022	1510 City Administration	514.60	01-1510-50430-00000-00000 CABLE TELEVISION OPERATION	514.60
0041653	CURTIS POWER SOLUTIONS, LLC	Invoices R904007931:01, R904007958:01	3510 Public Works Administration 1510 City Administration	1,010.00	01-1510-54150-00000-00000 UPKEEP OF HANKO BUILDING 01-3510-52100-00000-00000 BUILDING MAINT. & REPAIR	439.50 570.50
EFT	DC MATERIALS INC	BROWN MULCH	3810 Public Works Grounds Maintenance	0.00	01-3810-54250-00000-00000 PARKS, FIELDS & TREE MAINTENANCE	278.25
0041654	LANDOVER PRINTING CENTER	BUSINESS CARDS - I.BROOKS, R. BROWN & M. TRIMBLE	1510 City Administration	120.00	01-1510-52520-00000-00000 OFFICE SUPPLIES & PRINTING	120.00
0041655	P.G. TIRE INC	Invoices 260366, 260382, 260383	3510 Public Works Administration 3010 Police Administration 3510 Public Works Administration	3,278.76	01-3010-52130-00000-00000 VEHICLE OPERATION & MAINTENANCE 01-3510-52130-00000-00000 VEHICLE OPERATIONS & MAINTENANCE	620.78 2657.98
0041656	PEPCO	Invoices 200311761257, 200381749861, 200551709232, 200551709233, 200551709234, 200641684525, 200821607689	1510 City Administration 3610 Public Works Infrastructure Maintenance 3610 Public Works Infrastructure Maintenance 3610 Public Works Infrastructure	1,415.84	01-1510-54150-00000-00000 UPKEEP OF HANKO BUILDING 01-3510-54050-00000-00000 UTILITY - ELECTRICITY 01-3610-51210-00000-00000 STREET LIGHTING	161.74 1168.88 85.22

CITY OF NEW CARROLLTON
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Check	Vendor	Description or Invoice Numbers	Dept	Check Amount	Invoice Distribution Accounts	Distribution Amount
0041657	PITNEY BOWES GLOBAL FINANCIAL SERV LLC	PHOTOCOPY MACHINE LEASE - ACC# 0012397850	1510 City Administration	345.27	01-1510-50760-00000-00000 OFFICE EQUIPMENT CONTRACTS	345.27
0041658	READYREFRESH	WATER DELIVERY - ADMIN-ACC# 7802571500	1510 City Administration	35.99	01-1510-52510-00000-00000 PANTRY SUPPLIES	35.99
EFT	RITCHIE LAND RECLAMATION LLC	LANDFILL FEES - DEMO/CONSTRUCTION DEBRIS 03/22 - 03/23	3610 Public Works Infrastructure Maintenance	0.00	01-3610-51110-00000-00000 LANDFILL FEES	648.16
EFT	STAPLES ADVANTAGE	DATE STAMP (2), SUGAR (1000 CT), CARD (3PK), KNIVES (1), HOT CUP (500(CT))		0.00	01-3010-52510-00000-00000 PANTRY SUPPLIES 01-3010-52520-00000-00000 OFFICE SUPPLIES & PRINTING	56.58 26.09
0041659	UPS	COURIER SERVICES - # 01837Y122 - POLICE	3010 Police Administration	19.50	01-3010-54080-00000-00000 POSTAGE METER & COURIER SERVICE	19.50
0041660	VERIZON A/C # 755-300-184-0001-65	6016 PRINCESS GARDEN PKWY - ACC# 755-300-184-0001-65 - 2/22 - 3/21	1510 City Administration	125.42	01-1510-54010-00000-00000 TELEPHONES	125.42
0041661	VERIZON WIRELESS	CELL PHONE CHARGES - POLICE - ACC# 902009495-00001	3010 Police Administration	40.01	01-3010-54020-00000-00000 CELL PHONES	40.01
0041662	WASHINGTON SUBURBAN SANITARY COMMISSION	6318 WESTBROOK DR - ACC# 5801740000 - 02/17/22 - 03/17/22	3510 Public Works Administration	269.68	01-3510-54070-00000-00000 UTILITY - WATER	269.68
0041663	WILDES-SPIRIT PRINTING	CITY NEWSLETTER MAILING - MAR & APRIL NEWSLETTER	1510 City Administration	4,629.22	01-1510-50450-00000-00000 CITY NEWSLETTER	4629.22
0041664	ZEP SALES & SERVICE	JANITORIAL SUPPLIES - ADMIN - CUST# 11158472	1510 City Administration	394.35	01-1510-52550-00000-00000 JANITORIAL SUPPLIES	394.35

Total for Check Run: 14,650.91

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CITY OF NEW CARROLLTON
TD GENERAL
A/P Detail Check Register for Check Date 4/11/2022

<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>
EFT		EFT Transmittal		8,218.54	01-0000-10100-00000-00000 TD BANK GENERAL ACCOUNT	-8218.54
EFT	ACE FIRE EXTINGUISHER SERVICE INC	ANNUAL MAINTENANCE, SEAL, TEST CO2 HOSE, FUEL CHARGE - 10 EXTINGUISHERS - 6318 WESTBROOK DR.	3510 Public Works Administration	0.00	01-3510-52100-00000-00000 BUILDING MAINT. & REPAIR	213.30
0041665	AUTOZONE STORES LLC	Invoices 1833269739, 1833271832	3010 Police Administration	113.22	01-3010-52130-00000-00000 VEHICLE OPERATION & MAINTENANCE	113.22
0041666	BOND WATER TECHNOLOGIES INC.	WATER TREATMENT SERVICE - 3/22	1510 City Administration	175.00	01-1510-52100-00000-00000 BUILDING MAINT. & REPAIR	175.00
EFT	CHESAPEAKE FORD OF DC	Invoices 266635, CM263982	3510 Public Works Administration	0.00	01-3510-52130-00000-00000 VEHICLE OPERATIONS & MAINTENANCE	152.14
EFT	CINTAS CORPORATION LOC 41	Invoices 4114118669, 4114782855, 4115382804	3510 Public Works Administration	0.00	01-1510-52550-00000-00000 JANITORIAL SUPPLIES 01-3510-53570-00000-00000 UNIFORMS	301.48 723.30
0041667	COLONIAL LIFE	3RD PARTY INSURANCE - 03/22	1530 Human Resources Administration	5,278.53	01-0000-21121-00000-00000 COLONIAL WITHHOLDING	5278.53
0041668	GCI RESIDENTIAL, INC	6016 PRINCESS GARDEN PKWY- RECYCLING - 03/22	3710 Public Works Sanitation	12,133.84	01-3710-50550-00000-00000 RECYCLING CONTRACT	12133.84
EFT	GRANTURK EQUIPMENT CO INC.	RING (3), SHOP SUPPLIES (1), LABOR CHARGES - TRK 96	3510 Public Works Administration	0.00	01-3510-52130-00000-00000 VEHICLE OPERATIONS & MAINTENANCE	227.74
0041669	HOME PARAMOUNT	MONTHLY PEST CONTROL - 6318 WESTBROOK DRIVE - FINANCE FEE	2010 Finance and Accounting	25.00	01-2010-54400-00000-00000 CREDIT CARD SERVICE FEES	25.00
0041670	IACP	MEMBERSHIP RENEWAL - # 10100717 - V. LYEW	3010 Police Administration	190.00	01-3010-53510-00000-00000 DUES & SUBSCRIPTIONS	190.00
EFT	JACKSON LEWIS P.C	SPECIAL COUNSEL - 02/22	1510 City Administration	0.00	01-1510-50301-00000-00000 SPECIAL COUNSEL EXPENSES	2593.56

CITY OF NEW CARROLLTON
TD GENERAL

A/P Detail Check Register for Check Date 4/11/2022

<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>
0041671	KOHLER EQUIPMENT	Invoices 348853, 888707	3810 Public Works Grounds Maintenance	2,632.05	01-3810-52210-00000-EQUIPMENT REPAIR & MAINTENANCE	2632.05
EFT	LOCAL GOVT. INSURANCE TRUST	CLAIM # GL-2022-00499998-001 - B. SKINNER	3510 Public Works Administration	0.00	01-3510-50700-00000-GENERAL LIABILITY INSURANCE	1974.60
0041672	MARLIN LEASING CORPORATION	Refund: REFUND DUE TO REASSESSMENT OF PERSONAL PROPERTY - FY 2022		72.38		
0041673	NATIONAL CAPITAL INDUSTRIES	Invoices 576848, 578083	3510 Public Works Administration	177.98	01-3610-52560-00000-TRAFFIC SAFETY SUPPLIES	80.88
EFT	NEW CARROLLTON FOP LODGE 137	Invoices 2202 - FOPDUES, 2203 - FOPDUES	3610 Public Works Infrastructure Maintenance		01-3610-53000-00000-STREET & STORM DRAIN MAINT. MATERIALS	97.10
0041674	NEW TECHNOLOGY ALARMS LLC	READER RESET - Parks Bay PW	1530 Human Resources	0.00	01-0000-21145-00000-FOP Dues Payable	1280.00
0041675	NEXT LEVEL GAMING, LLC	FINAL PAYMENT ON ENTERTAINMENT(LASER TAG) FOR SPRING FESTIVAL	3510 Public Works Administration	140.00	01-3510-52100-00000-BUILDING MAINT. & REPAIR	140.00
0041676	OCCUPATIONAL MEDICAL SERVICES, INC	Invoices 5168-366, 5181 - 325	1510 City Administration	822.50	01-1510-54451-00000-SPRING COMMUNITY EVENT	822.50
0041677	ORKIN INC AC 689632	8511 LEGATION RD - ACC# 689632 - 3/22	1530 Human Resources	271.00	01-1530-53590-00000-POST-EMPLOYMENT SCREENINGS	271.00
EFT	P & H AUTO - ELECTRIC INC.	BATTERY (1) - 2017 FORD INTERCEPTOR	1510 City Administration	64.00	01-1510-54150-00000-UPKEEP OF HANKO BUILDING	64.00
				0.00	01-3010-52130-00000-VEHICLE OPERATION & MAINTENANCE	129.99

CITY OF NEW CARROLLTON
TD GENERAL

A/P Detail Check Register for Check Date 4/11/2022

Check	Vendor	Description or Invoice Numbers	Dept	Check Amount	Invoice Distribution Accounts	Distribution Amount
0041678	PEPCO	Invoices 200031826587, 200041825473, 200541712140, 200701665666, 200771637361, 200771637362, 200771637363	3610 Public Works Infrastructure Maintenance 3610 Public Works Infrastructure Maintenance 3610 Public Works Infrastructure Maintenance 3610 Public Works Infrastructure Maintenance 3610 Public Works	152.97	01-3610-51210-00000-00000 STREET LIGHTING	152.97
0041679	PGCMA	MEMBERSHIP DUES 07/21 - 06/22	1510 City Administration	1,160.00	01-1510-53510-00000-00000 DUES & SUBSCRIPTIONS	1160.00
0041680	ROBERTS OXYGEN COMPANY INC	OXYGEN(4), ACETYLENE (4)	3510 Public Works Administration	145.12	01-3510-52130-00000-00000 VEHICLE OPERATIONS & MAINTENANCE	145.12
0041681	SANIJOHN	MONTHLY EQUIPMENT RENTAL - 03/22 - CUST# 100061	3810 Public Works Grounds Maintenance	664.50	01-3810-52180-00000-00000 EQUIPMENT RENTAL & PORT A POTTY	664.50
0041682	SIGNS BY TOMORROW	FINAL DEPOSIT ON SPRING FESTIVAL PAYMENT - BANNER	1510 City Administration	1,247.41	01-1510-54451-00000-00000 SPRING COMMUNITY EVENT	1247.41
EFT	STAPLES ADVANTAGE	PHOTOCOPIER PAPER (1BX), SUGAR PACKETS (1 BX), ALKALINE BATTERIES (4 BX) - ADMIN	1510 City Administration	0.00	01-1510-52510-00000-00000 PANTRY SUPPLIES 01-1510-52520-00000-00000 OFFICE SUPPLIES & PRINTING	28.11 167.04
0041683	T-MOBILE	CELL PHONE CHARGES - 1510 City ACC# 952020832 - ADMIN & COUNCIL & P.W - 03/22	1510 City Administration	258.40	01-1110-54020-00000-00000 CELL PHONES 01-1510-54020-00000-00000 CELLPHONES 01-3510-54020-00000-00000 CELL PHONES	9.30 178.07 71.03
0041684	THE CARLSEN GROUP INC	MONTHLY SERVICE SCAN CHARGES	1510 City Administration	95.00	01-1510-52520-00000-00000 OFFICE SUPPLIES & PRINTING	95.00
0041685	WASHINGTON SUBURBAN SANITARY COMMISSION	Invoices 2202 - 10000, 2202 - 43000, 2202 - 740000	3510 Public Works Administration 3510 Public Works Administration 1510 City Administration	731.62	01-1510-54070-00000-00000 UTILITY-WATER 01-3510-54070-00000-00000 UTILITY - WATER	461.39 270.23

CITY OF NEW CARROLLTON
TD GENERAL

A/P Detail Check Register for Check Date 4/11/2022

Check	Vendor	Description or Invoice Numbers	Dept	Check Amount	Invoice Distribution Accounts	Distribution Amount
0041686	XEROX CORPORATION	OFFICE EQUIPMENT LEASE & OFFICE PRINTING - CUST# 725457931 - 03/22	3010 Police Administration	189.25	01-3010-50760-00000 OFFICE EQUIPMENT CONTRACTS	189.25
EFT	XEROX FINANCIAL SERVICES	LEASE PAYMENT -03/16 - 1510 City 04/15 - ADMIN - CONTRACT# 010- 0037890-002	1510 City Administration	0.00	01-1510-50760-00000 OFFICE EQUIPMENT CONTRACTS	427.28

Total for Check Run: 34,958.31

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4/8/2022

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Signature and Date to Approve Checks

EFT file: sent

COUNCIL REPORT - SUMMARY
March 31, 2022

	FY 2021				FY 2022				
	<u>Actual MTD</u> <u>3/31/2021</u>	<u>Actual YTD</u> <u>3/31/2021</u>	<u>Actual FY</u> <u>6/30/2021</u>	<u>Percent</u> <u>of</u> <u>full yr pd</u> <u>thru YTD</u>	<u>Actual MTD</u> <u>3/31/2022</u>	<u>Actual YTD</u> <u>3/31/2022</u>	<u>Revised</u> <u>Budget</u> <u>6/30/2022</u>	<u>Pct</u> <u>Exp</u>	<u>Actual</u> <u>This year/Last</u> <u>Year</u> <u>fav (unfav)</u>
STATEMENT OF REVENUES AND EXPENDITURES									
REVENUES									
Tax Revenues	489,655.00	7,658,118.00	8,789,935.00	0.87	129,978.00	8,419,111.00	8,431,954.00	1.00	760,993.00
County Shared	17,627.00	40,116.00	69,247.00	0.58	20,821.00	65,855.00	83,468.00	0.79	25,739.00
Other Revenues	180,717.00	3,214,392.00	4,109,058.00	0.78	263,922.00	6,504,744.00	6,995,739.00	0.93	3,290,352.00
TOTAL REVENUES	687,999.00	10,912,626.00	12,968,240.00	0.84	414,721.00	14,989,710.00	15,511,161.00	0.97	4,077,084.00
Reserves and Appropriations	-	-	-	-	-	-	150,000.00	-	-
TOTAL REVENUES AND RESERVES	687,999.00	10,912,626.00	12,968,240.00	0.84	414,721.00	14,989,710.00	15,661,161.00	0.96	4,077,084.00
EXPENDITURES									
Personnel									
Personnel General Govt	78,655.00	1,130,811.00	1,412,121.00	0.80	94,839.00	1,136,908.00	1,818,190.00	0.63	6,097.00
Personnel Public Safety	193,053.00	2,290,774.00	2,942,715.00	0.78	155,425.00	2,143,661.00	3,133,397.00	0.68	(147,113.00)
Personnel Public Works	137,927.00	1,618,798.00	2,084,863.00	0.78	119,198.00	1,612,814.00	2,635,127.00	0.61	(5,984.00)
TOTAL PERSONNEL	409,635.00	5,040,383.00	6,439,699.00	0.78	369,462.00	4,893,383.00	7,586,714.00	0.64	(147,000.00)
Operations									
Operations General Govt	50,107.00	1,039,595.00	1,364,868.00	0.76	79,556.00	370,986.00	4,871,597.00	0.08	(668,609.00)
Operations Public Safety	83,094.00	690,486.00	1,058,935.00	0.65	92,617.00	945,667.00	726,287.00	1.30	255,181.00
Operations Public Works	88,607.00	808,652.00	1,194,662.00	0.68	75,039.00	726,930.00	1,290,967.00	0.56	(81,722.00)
TOTAL OPERATIONS	221,808.00	2,538,733.00	3,618,465.00	0.70	247,212.00	2,043,583.00	6,888,851.00	0.30	(495,150.00)
Capital									
Capital GG	-	89,269.00	125,083.00	0.71	-	320.00	56,500.00	0.01	(88,949.00)
Capital PS	-	3,630.00	135,000.00	0.03	-	2,288.00	2,500.00	0.92	(1,342.00)
Capital PW	-	371,525.00	595,346.00	0.62	-	111,310.00	506,000.00	0.22	(260,215.00)
TOTAL CAPITAL	-	464,424.00	855,429.00	0.54	-	113,918.00	565,000.00	0.20	(350,506.00)
Weinback Scholarship	-	9,000.00	9,000.00	1.00	-	3,750.00	5,000.00	0.75	(5,250.00)
TOTAL EXPENDITURES	631,443.00	8,052,540.00	10,922,593.00	0.74	616,674.00	7,054,634.00	15,045,565.00	0.47	(997,906.00)
Reserves and Appropriations	-	-	-	-	-	-	130,000.00	-	-
TOTAL EXPENDITURES AND RESERVES	631,443.00	8,052,540.00	10,922,593.00	0.74	616,674.00	7,054,634.00	15,175,565.00	0.46	(997,906.00)
REVENUE OVER EXPENSES BEFORE FINANCING	56,556.00	2,860,086.00	2,045,647.00	1.40	(201,953.00)	7,935,076.00	485,596.00	16.34	5,074,990.00
Net financing costs	213,560.00	306,950.00	334,612.00	0.92	215,959.00	307,617.00	485,596.00	0.63	667.00
REVENUE OVER EXPENSES AFTER FINANCING	(157,004.00)	2,553,136.00	1,711,035.00	1.49	(417,912.00)	7,627,459.00	-	-	5,074,323.00