

**City of Glenarden, Maryland
2023 Legislation**

Emergency Ordinance Number: O-09-2023
Sponsor: Derek Curtis, II, Council President
Co-Sponsor: At the Request of Administration
Public Hearing: June 13, 2023
Special Regular Session: July 18, 2023
Date of Introduction: July 25, 2023

**AN EMERGENCY ORDINANCE FOR THE PURPOSE OF ADOPTING THE
CITY’S FY 2024 BUDGET.**

WHEREAS, the City of Glenarden, Maryland (hereinafter “the City”) is a municipality organized under the authority of Article XI-E of the Maryland Constitution, and as defined by the Md. Code, Local Gov’t Art. § 1-101(g); and

WHEREAS, pursuant to Maryland Code, Local Government Article, Section 5-202, the City may adopt ordinances to: (1) assure the good government of the municipality; and (2) protect and preserve the municipality’s rights, property and privileges;

WHEREAS, pursuant to Charter Section 602(21) of the Charter, the City Council of Glenarden (hereinafter “the Council”) has the express power “to expend municipal funds for any public purpose; and to have general management and control of the finances of the City[;]” and

WHEREAS, Charter Sections 308(c) & (e) respectively provide: 1) that an emergency ordinance may be adopted at the same meeting it is introduced; and 2) may become effective on a date certain; and

WHEREAS, Charter Section 807(b) provides that If the Council fails to adopt the budget by the second Monday in June, the budget for the current fiscal year shall be deemed adopted for the ensuing fiscal year as if it had been enacted by ordinance until the Council adopts a new budget; and,

NOW, THEREFORE, BE IT ENACTED AND ORDAINED, by the City Council of Glenarden, Maryland, sitting in Regular Session, this 25th day of July 2023, that the FY2024 Budget for the City of Glenarden is as follows:

GENERAL FUND

REVENUES	
Local Taxes	\$4,193,394
Licenses & Permits	\$159,100
Intergovernmental	\$635,305
Service Charges	\$606,214
Interfund / Intrafund Transfers	\$143,000
Other Financial Sources	\$312,445
TOTAL REVENUES - GENERAL FUND	6,049,457

City of Glenarden, Maryland
2023 Legislation

GENERAL FUND

EXPENDITURES

Administration	580,067
Legal	60,000
Cable Dept	109,459
Legislative	363,653
Finance	305,904
Executive Office	19,393
Public Safety	2,028,953
Code Enforcement	288,223
Public Works	574,779
General Operations	1,670,256
Other Expenditures	19,893
TOTAL EXPENDITURES - GENERAL FUND	6,020,580
Subtotal - Budget Surplus / (Deficit)	28,878

SPECIAL REVENUE FUND

American Rescue Plan Act (ARPA)

Revenues

Deferred Revenue (CLFRF-ARPA)	4,323,367
Coronavirus Local Fiscal Recovery Fund (CLFRF)	0
Transfers from Deferred Revenue (CLFRF-ARPA)	3,614,574
Transfers To Deferred Revenue (CLFRF-ARPA)	0

Expenditures	3,614,574
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Subtotal - Budget Surplus (Carry Forward to 2025)	708,792
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Special Police Grant

Revenues

State police Grant	114,935
Bond Bill Initiative - Police Facility Grant	400,000
Total Revenues	514,935

Total Expenditures	114,935
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Subtotal - Budget Surplus/(Deficit)	400,000
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PEG Grant

Revenues	40,000
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Expenditures	40,000
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Subtotal - Budget Surplus/(Deficit)	0
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**City of Glenarden, Maryland
2023 Legislation**

Camera Photo Enforcement

Revenues	63,000
Expenditures	63,000
Subtotal - Budget Surplus / (Deficit)	0

GLENARDEN FARMERS MARKET

Revenues	30,000
Expenditures	20,500
Subtotal - Budget Surplus / (Deficit)	9,500

Tax Rebate Event \$1.5Mil

Revenues	
From General Fund Reserves (Unrestricted Funds)	1,500,000
Total Revenues	1,500,000

Expenditures	
Tax Rebate Event \$1.5Mil (\$500/RE Tax Bill)	1,500,000
Total expenditures	1,500,000
Subtotal - Budget Surplus/(Deficit)	0

Total Surplus / (Deficit) - All SPECIAL REVENUE FUNDS **1,118,293**

CAPITAL PROJECTS FUND

Financing Sources ***	3,536,986
Capital Projects Expenditures	3,508,108
Subtotal - Budget Surplus / (Deficit) Capital Projects	28,878
Reserve for City Saving Account - (60% of Surplus)	17,327
Reserve for Capital Projects - (40% of Surplus)	11,551
Total Budget Surplus - All Governmental Funds	1,147,171

ENTERPRISE FUND BUDGET (GAAP BASIS)

OPERATING REVENUES	
Operating Revenues	182,643
Operating Expenses	181,673
Surplus / (Deficit) - Enterprise Fund	970

**City of Glenarden, Maryland
2023 Legislation**

BE IT FURTHER RESOLVED AND ORDAINED by the City Council of Glenarden, Maryland that this Emergency Ordinance is and shall become effective upon passage by the approval by the Mayor, or passage by the Council over the Mayor's veto.

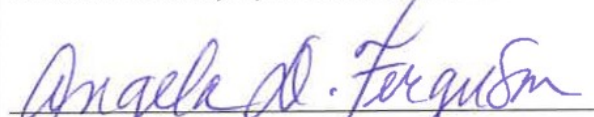
Approved by:

Cashenna A. Cross, Mayor

COUNCIL OF THE CITY OF GLENARDEN:



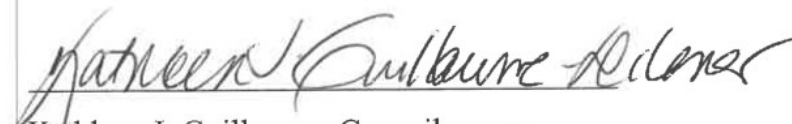
Derek D. Curtis, II, Council President



Angela D. Ferguson, Council Vice President



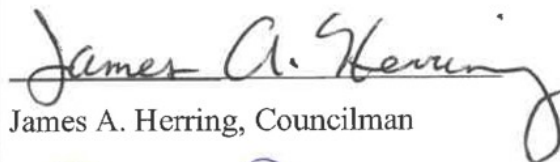
Erika L. Fareed, Councilwoman



Kathleen J. Guillaume, Councilwoman



Maurice A. Hairston, Councilman



James A. Herring, Councilman



Robin Jones, Councilwoman

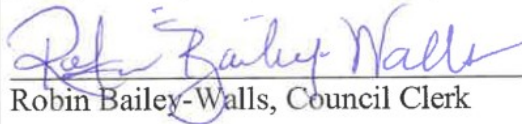
City of Glenarden, Maryland
2023 Legislation

ATTEST:



Beverly K. Habada, City Manager

I HEREBY CERTIFY, that on the **25th day of July 2023** with 7 Yes
____ No and ____ Abstention(s) that the Resolution was Approved.



Robin Bailey-Walls, Council Clerk

City of Glenarden
 FY2024 Approved
 Budget

7/25/2023

Approved FY24 Budget

FY21 Actuals	FY22 Actuals	FY23 Approved Budget	FY24 Approved Budget	% Change (+/-) FY23-FY24
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GENERAL FUND

REVENUES

	FY21 Actuals	FY22 Actuals	FY23 Approved Budget	FY24 Approved Budget	% Change (+/-) FY23-FY24
Local Taxes:					
Real Property Tax	2,590,065	2,760,389	2,827,146	2,883,689	2.00%
Personal Property Tax - current year	150,000	246,744	250,000	326,705	30.68%
Personal Property Tax - prior year	37,500	269	40,000	40,000	0.00%
Admissions Tax	18,000	2,518	15,000	15,000	0.00%
Hotel/Motel tax	50,000	78,471	45,000	45,000	0.00%
Penalties & Interest	8,000	0	8,000	8,000	0.00%
Income Tax - Individual	375,000	875,139	875,000	875,000	0.00%
Total Local Taxes	3,228,565	3,963,530	4,060,146	\$4,193,394	3.36%
Transfer from Highway User Fund	0	0	0	0	0%
Licenses & Permits					
Business Licenses	30,000	28,821	36,000	36,000	0.00%
Rental Licenses	0	0	0	18,500	100.00%
Vacant Lot/Buildings Fees	0	0	0	42,000	100.00%
Abatement Income	0	0	0	1,200	100.00%
Permits - Building	20,000	9,339	8,600	8,600	0.00%
Permits - Building (Petrie-WTC)	94,475	0	0	0	0.00%
Permits - Penrose	50,400	0	0	0	0.00%
Permits - Commercial	7,500	0	7,500	7,500	0.00%
Citation (Including Speed Camera)	2,000	8,000	5,700	5,700	0.00%
Finger Printing	6,000	6,000	7,200	7,200	0.00%
Finger Printing - LiveScan	30,000	30,000	30,000	30,000	0.00%
Towing	2,000	2,365	1,500	2,400	60.00%
Total Licenses & Permits	242,375	84,525	96,500	\$159,100	64.87%
Intergovernmental					
Pilot Housing Authority (Local Gov't)	19,629	19,629	17,500	17,500	0.00%
American Rescue Plan Act (ARPA)	0	0	520,000	486,498	-6.44%
MD State Police Grant	60,000	60,000	114,935	114,935	0.00%
County Disposal Rebate	16,372	16,372	17,500	16,372	-6.45%
Total Intergovernmental	96,001	96,001	669,935	\$635,305	-5.17%
Service Charges					
Street Lights	113,750	113,750	115,000	65,000	-43.48%
Sanitation	430,000	430,000	491,214	541,214	10.18%
Total Service Charges	543,750	543,750	606,214	\$606,214	0.00%
Interfund Transfers					
To General Fund from Enterprise Fund	20,000	0	0	0	0%
Operating Transfer- Opto-Traffic **	30,000	30,000	63,000	63,000	0%
Operating Transfer- PEG Grant**	40,500	814	40,000	40,000	0%
From General Fund Reserves (Unrestricted Funds)	0	0	0	0	0%
To General Fund from Highway User	40,000	40,000	40,000	40,000	0%
Total Interfund / Intrafund Transfers	130,500	70,814	143,000	\$143,000	0%
Other Financial Sources					
Franchise Fees	77,000	77,000	95,000	95,000	0%
Interest and Other Income	1,200	1,200	1,200	216,125	17910%
Call a Bus / Bus Shelter	750	750	1,320	1,320	0%
Police Gas Contributions	7,000	7,000	5,400	0	-100%
Miscellaneous	5,500	5,500	3,000	0	-100%
COG Savings	76,796	0	0	0	0.00%
General Fund Surplus	8,592	0	0	0	0.00%
Total Other Financial Sources	176,838	91,450	105,920	\$312,445	195%
TOTAL REVENUES - GENERAL FUND	4,418,029	4,850,070	5,681,715	6,049,457	6%

City of Glenarden
 FY2024 Approved
 Budget

7/25/2023

Approved FY24 Budget

	FY21 Actuals	FY22 Actuals	FY23 Approved Budget	FY24 Approved Budget	% Change (+/-) FY23-FY24
GENERAL FUND					
EXPENDITURES					
Administration					
Salaries & Benefits	307,342	377,294	388,568	408,334	5%
Professional Services	72,000	54,000	58,500	58,500	0%
Communications	6,500	6,500	5,400	3,733	-31%
Temporary Employment	5,000	5,000	4,000	4,000	0%
Office Supplies	7,200	7,200	5,200	5,200	0%
Support Equipment / Computers	4,000	4,000	4,000	4,000	0%
Conference Training & Dues	4,500	5,750	12,250	12,250	0%
Special Events	2,500	10,000	17,500	31,800	82%
Repairs, Maintenance and Misc Expense	0	250	6,250	6,250	0%
Energy Expense	0	2,500	2,500	2,500	0%
Election Board Expenses	30,000	43,000	0	43,000	100%
General Expense	300	500	500	500	0%
Total Administration	439,342	515,994	504,668	580,067	15%
Legal					
Professional Services	56,655	31,341	60,000	60,000	0%
Total Legal	56,655	31,341	60,000	60,000	0%
Cable					
Professional Services, Salaries and other Compensation	3,700	1,469	79,806	40,000	-50%
Security Service	105	0	4,583	3,500	-24%
PEG Grant - Consultant	0	0	5,000	0	-100%
Conference Training & Dues	0	0	0	4,400	100%
Support Equipment & Maintenance	1,000	2,846	39,300	37,900	-4%
Interior Maintenance & Repairs	0	0	17,000	17,000	0%
INET	15,837	8,387	16,000	6,659	-58%
Total Cable Dept	20,642	12,702	161,689	109,459	-32%
Legislative					
Salaries & Benefits	113,714	152,281	153,781	164,433	7%
Conference & Training	8,750	36,750	40,000	40,000	0%
Membership & Dues	7,190	7,190	7,800	7,800	0%
Codification	4,195	4,195	4,195	4,195	0%
Communications	2,500	2,500	2,500	1,429	-43%
Office Supplies	10,000	10,000	10,000	10,000	0%
Support Equipment / Computers	0	3,000	4,000	4,000	0%
Advertising, Awards, and Shorescan	6,000	6,000	5,000	4,696	-6%
Maintenance - Computer System	2,500	2,500	2,500	2,500	0%
Professional Services	13,000	13,000	20,000	15,000	-25%
Legal Services	5,000	5,000	0	0	0%
Special Events	23,000	23,000	57,000	94,900	66%
Discretionary	2,100	2,100	7,180	13,100	82%
File Cabinets/Chairs Council	0	0	0	1,600	100%
Total Legislative	197,949	267,516	313,956	363,653	16%
Finance					
Salaries & Benefits	208,526	198,333	227,441	248,161	9%
Professional Services	28,000	28,000	27,000	30,000	11%
Conference & Training	3,000	4,500	4,500	4,500	0%
Membership & Dues	1,000	1,000	500	500	0%
Temporary Staffing	5,000	27,713	5,600	5,600	0%
Office Supplies	3,500	3,500	4,000	4,000	0%
Support Equipment / Computers	3,000	3,000	4,500	4,500	0%
Communications	3,300	3,300	2,088	0	-100%
Advertisement	100	100	850	850	0%
Publications and Reviews	100	100	200	200	0%
Software / System Maintenance	8,500	32,000	54,330	7,293	-87%
General Expenses	1,000	1,000	300	300	0%
Total Finance	265,026	302,547	331,309	305,904	-8%

City of Glenarden
 FY2024 Approved
 Budget

7/25/2023

Approved FY24 Budget

	FY21 Actuals	FY22 Actuals	FY23 Approved Budget	FY24 Approved Budget	% Change (+/-) FY23-FY24
GENERAL FUND					
Executive Office					
Salaries & Benefits	6,459	9,043	9,043	9,043	0%
Conference & Training	0	4,400	6,000	5,000	-17%
Membership & Dues	563	595	1,500	1,200	-20%
Communications	1,162	2,279	2,000	0	-100%
Advertising	225	1,032	1,200	1,200	0%
Support Equipment - Furniture	0	481	2,000	1,400	-30%
General Expense	1,417	213	600	300	-50%
Office Supplies	746	864	1,200	1,250	4%
Total Executive Office	10,572	18,907	23,543	19,393	-18%
Public Safety					
Salaries & Benefits	1,143,037	1,300,037	1,386,870	1,619,618	17%
Conference & Training	5,084	7,268	20,000	20,000	0%
Equipment	40,145	64,439	75,888	75,888	0%
Live Scan Expense	292	10,871	16,000	16,000	0%
Supplies	8,901	13,185	31,348	37,800	21%
Communications	28,988	28,313	32,160	30,237	-6%
Explore Program	0	2,900	0	4,000	100%
Police Trial Board Expenditures	0	0	15,000	25,000	67%
New Officer Start Up Cost	6,697	18,887	13,000	26,000	100%
Examinations	3,098	7,810	3,000	6,000	100%
Repairs & Maintenance	13,054	4,597	61,620	85,000	38%
Tasers		21,628	0	0	0%
Membership/Dues	1,350	803	1,500	1,110	-26%
Gasoline	15,609	137,855	65,000	65,000	0%
Special Events	5,709	12,073	17,500	17,300	-1%
Total Public Safety	1,271,964	1,630,666	1,738,886	2,028,953	17%
Code Enforcement					
Salaries & Benefits	88,317	96,413	126,454	271,494	115%
Conference & Training	1,500	0	4,500	4,500	0%
Software	1,000	0	1,500	1,500	0%
Supplies	2,800	2,508	1,500	2,160	44%
Communications	1,000	2,167	2,500	1,378	-45%
Repairs & Maintenance	1,700	321	3,200	1,320	-59%
Gasoline Expense	2,500	0	2,500	2,500	0%
Support Equipment	1,350	150	1,370	3,370	146%
Total Code Enforcement	100,167	101,559	143,525	288,223	101%
Public Works					
Salaries & Benefits	261,009	356,081	363,567	400,543	10%
Conference / Training / Dues	4,000	1,750	2,000	2,000	0%
Street / Park Maintenance / Landscaping	15,655	6,126	33,000	33,000	0%
Building Supplies	9,000	9,000	9,000	9,000	0%
Office Supplies	2,367	14,501	500	500	0%
Communications	3,000	3,000	3,792	3,826	1%
Community Garden	0	0	0	5,000	
Support Equipment	27,492	4,467	3,790	1,710	-55%
Uniforms and Protective Equipment	7,500	13,500	12,000	10,500	-13%
Professional Services	6,000	2,500	6,000	11,000	83%
Repairs & Maintenance - Vehicles	21,000	11,000	4,520	5,000	11%
Repairs & Maintenance - Bldg	20,642	15,510	35,000	30,000	-14%
Maintenance Equipment, Computer & Security	18,270	4,538	4,000	13,700	243%
Contract Services	40,000	40,000	40,000	40,000	0%
Energy Expense	15,000	5,000	5,760	6,000	4%
Yard Waste Removal	4,000	1,500	1,200	3,000	150%
Total Public Works	454,935	488,473	524,129	574,779	10%

City of Glenarden
 FY2024 Approved
 Budget

7/25/2023

Approved FY24 Budget

	FY21 Actuals	FY22 Actuals	FY23 Approved Budget	FY24 Approved Budget	% Change (+/-) FY23-FY24
GENERAL FUND					
General Operations					
Utilities City Hall & Streetlights	91,397	105,722	123,650	111,650	-10%
Workers' Compensation	89,473	43,007	125,000	105,426	-16%
Advertising & Other	0	3,650	1,500	1,500	0%
Telephone-Voice Operator & System	12,495	10,784	18,000	24,651	37%
Copier	15,180	14,522	10,780	10,777	0%
General and Bond Insurance	60,271	63,618	68,169	72,415	6%
Services Fees / Payroll Fees / Other	9,653	10,056	7,020	7,020	0%
Postage	10,846	7,837	10,000	10,000	0%
Unemployment Insurance	15,213	17,369	15,500	17,500	13%
Computer Maintenance	43,828	29,958	26,600	26,600	0%
Storage and Archiving Fees	13,578	9,578	8,544	8,544	0%
Contract Services - Trash City (Recycle Included)	425,415	463,618	701,000	701,000	0%
Contract Services - Trash City Recycle	0	0	62,000	0	-100%
Pension Expense	0	2,560	5,280	5,280	0%
Newsletter Printing and Postage - (ARPA Awareness '23-'26)	0	2,086	6,500	6,500	0%
Retirement Benefits-Suspense	0	0	0	138,693	100%
Salaries - Suspense	0	0	50,000	0	-100%
Bonus - Suspense	0	0	80,000	0	-100%
Youth Summer Employment (Supporting All Dept)	0	1,937	5,000	2,000	-60%
Misc Expense - (Include Tuition Reim)	114	141	5,000	17,000	240%
Supplies	4,482	2,329	4,000	4,000	0%
Drug Screening	486	322	500	500	0%
Website	1,452	9,920	5,800	5,800	0%
Grant Proj Manager	0	0	0	45,000	100%
Organizational Development/Training	0	0	0	30,000	
Admin Pool Car Maintenance	0	0	500	0	-100%
Bank Fees	3,187	3,652	8,400	8,400	0%
Health Care Insurance	270,691	255,347	335,000	310,000	-7%
Total General Operations	1,067,761	1,058,013	1,683,743	1,670,256	-1%
Debt Service					
SunTrust Loan - Police Cars & Upfitting (2)	25,212	12,585	0	0	0%
Car Loan/Lease	0	0	0	0	0%
Total Debt Services	25,212	12,585	0	0	0%
Other Expenditures					
Woodmore Community Center					
Expenses					
Salaries & Benefits					
Utilities	0	0	500	500	0%
Telephone & Communications	0	0	1,200	0	-100%
Office Supplies	0	0	563	563	0%
Supplies - Set up	0	0	340	0	-100%
Cleaning Supplies	0	0	900	600	-33%
Building Maintenance & Repairs	0	175	385	385	0%
Travel	0	12	0	400	100%
Total Woodmore Community Center	0	187	3,888	2,448	-37%
Veterans Memorial Park					
Expenses					
Pavers	0	0	8,000	8,000	0%
Landscaping, maintenance, and electrical work	7,000	7,320	9,400	9,445	0%
Total Veterans Memorial Park	7,000	7,320	17,400	17,445	0%
Total Other Expenditures	7,000	7,507	21,288	19,893	-7%
TOTAL EXPENDITURES - GENERAL FUND	3,917,226	4,447,810	5,506,737	6,020,580	9%
Subtotal - Budget Surplus / (Deficit)	500,803	402,260	174,979	28,878	-83%

Approved FY24 Budget

	FY21 Actuals	FY22 Actuals	FY23 Approved Budget	FY24 Approved Budget	% Change (+/-) FY23-FY24
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SPECIAL REVENUE FUND

Special Appropriations Grant

American Rescue Plan Act (ARPA)

Revenues					
Deferred Revenue (CLFRF-ARPA)	0	0	2,161,683	4,323,367	100%
Coronavirus Local Fiscal Recovery Fund (CLFRF)		2,161,683	2,161,683	0	
Transfers from Deferred Revenue (CLFRF-ARPA)		0	0	3,614,574	
Expenditures					
Transfers to Gold Room - Pay Directly - To Enterprise fund	0	0	43,506	26,289	-40%
7th Street Park Exercise / Kids Playgrounds - To Capital fund	0	0	272,350	390,000	43%
Resident / Non-Profit Assist - Pay Directly from Fund	0	0	400,000	400,000	0%
Council Chambers - To Capital fund	0	0	200,000	300,000	50%
Grant for Glenarden - HOA - Pay Directly from Fund	0	0	360,000	360,000	0%
Grant for Glenarden Housing Authority - Pay Directly from Fund	0	0	0	60,000	100%
Storm Water Run Mgmt for Residents - Pay Directly from Fund	0	0	0	200,000	100%
Cars - Code Enforcement - To Capital fund	0	0	0	40,000	100%
Call - A - Bus - To Capital fund	0	0	0	38,000	100%
Cars - Police - To Capital fund	0	0	0	177,758	100%
Security Cam and Doors - To Capital fund	0	0	0	30,000	100%
2 Lawn Mowers - To Capital fund	0	0	0	25,000	100%
Pickup Truck - Public Works - To Capital fund	0	0	0	70,000	100%
Leaf Vacuum - To Capital fund	0	0	0	60,000	100%
Street Paving - To Capital fund	0	0	0	493,679	100%
Storm Water Run-Off - Pay Directly from Fund	0	0	50,000	100,000	100%
Contractor - Grant Manager - Pay Directly from Fund	0	0	65,000	65,000	0%
Speed Bump Pilot Program - To Capital fund	0	0	50,000	292,350	485%
Revenue Loss - City of Glenarden - To General fund	0	0	520,000	486,498	-6%
Transfers To Deferred Revenue (CLFRF-ARPA)	0	0	(1,960,856)	0	-100%
Total Expenditures	0	0	(0)	3,614,574	100%
Subtotal - Budget Surplus (Carry Forward to 2025)	0	2,161,683	4,323,367	708,792	-84%

Special Police Grant

Revenues					
State police Grant	60,000	60,000	114,935	114,935	0%
Bond Bill Initiative - Police Facility Grant				400,000	
Total Revenues	60,000	60,000	114,935	514,935	348%
Expenditures: Police					
Examinations	1,000	1,000	1,000	1,000	0%
Memberships & Dues	1,000	1,000	1,500	1,500	0%
Uniforms / New Officer Setup 50%	7,100	7,100	17,274	17,274	0%
Police Clerk - Partial Salary (As Per Grant) 50%	10,000	10,000	42,678	42,678	0%
Energy -Gasoline / Vehicle Maintenance	37,500	37,500	40,000	40,000	0%
Office Supplies / Police Protection Equipment 50%	2,500	2,500	10,983	10,983	0%
Operating Supplies	900	900	1,500	1,500	0%
Total expenditures	60,000	60,000	114,935	114,935	0%
Subtotal - Budget Surplus/(Deficit)	0	0	0	400,000	0%

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	FY21 Actuals	FY22 Actuals	FY23 Approved Budget	FY24 Approved Budget	% Change (+/-) FY23-FY24
SPECIAL REVENUE FUND					
PEG Grant					
Revenues					
Revenues - Current Year Cable PEG (3%) Revenues	48,000	48,000	40,000	40,000	0%
Revenues - Use of Grant Funds Generated in Previous Years	0	0	0	0	0%
Total Revenues	48,000	48,000	40,000	40,000	0%
Expenditures					
INET Expenditures (paid using PEG - 3% funds)	0	0	14,500	14,500	0%
Alarm Services - Cable Room	500	500	500	500	0%
Purchase of Cable & Videographic Equipment	40,000	314	25,000	25,000	0%
Total expenditures	40,500	814	40,000	40,000	0%
Subtotal - Budget Surplus/(Deficit)	7,500	47,186	0	0	0%
Camera Photo Enforcement					
Revenues					
Revenues from Speed Camera	30,000	30,000	63,000	63,000	0%
Prior year Speed Camera Revenue	0	0	0	0	0%
Total Revenues	30,000	30,000	63,000	63,000	0%
Expenditures					
Salaries and Wages, Payroll Taxes					
Supplies (Communication and Uniforms)	0	0	4,000	4,000	0%
Support Equipment (Police Body Cameras, Six Repl. Vests)	19,972	19,972	25,500	25,500	0%
Explorer Program	4,000	4,000	0	0	0%
Maintenance Agreement	2,248	2,248	30,000	30,000	0%
Ammunition	3,500	3,500	3,500	3,500	0%
Total expenditures	29,720	29,720	63,000	63,000	0%
Subtotal - Budget Surplus / (Deficit)	280	280	0	0	0%
GLENARDEN FARMERS MARKET					
Revenues					
Revenues From Participation Fees	0	0	0	5,000	100%
From General Fund Reserves (Unrestricted Funds)	0	0	0	25,000	100%
Total Revenues	0	0	0	30,000	100%
Expenditures					
Setup Cost	0	0	0	4,500	
Cleaning Supplies	0	0	0	2,500	100%
Support Equip.	0	0	0	3,500	100%
Exterminator Services	0	0	0	1,250	100%
Advertising	0	0	0	800	100%
Operating Supplies	0	0	0	1,250	100%
Temporary Employment	0	0	0	3,000	100%
Utility - Water	0	0	0	2,500	100%
Legal Fees	0	0	0	1,200	100%
Total Expenditures	0	0	0	20,500	100%
Subtotal - Budget Surplus / (Deficit)	0	0	0	9,500	0%

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	FY21 Actuals	FY22 Actuals	FY23 Approved Budget	FY24 Approved Budget	% Change (+/-) FY23-FY24
SPECIAL REVENUE FUND					
Tax Rebate Event \$1.5Mil					
Revenues					
From General Fund Reserves (Unrestricted Funds)	0	0	0	1,500,000	0%
Total Revenues	0	0	0	1,500,000	100%
Expenditures					
Tax Rebate Event \$1.5Mil (\$500/RE Tax Bill)	0	0	0	1,500,000	100%
Total expenditures	0	0	0	1,500,000	100%
Subtotal - Budget Surplus/(Deficit)	0	0	0	0	0%
Nutritional Site - (Discontinued)					
Revenues					
State Grant	11,576	11,576	0	0	0.00%
Total Revenues	11,576	11,576	0	0	0.00%
Expenditures					
Operating Supplies	1,500	1,500	0	0	0.00%
Utilities	1,500	1,500	0	0	0.00%
Building Maintenance	6,576	6,576	0	0	0.00%
Games, Programs and Misc Exp	2,000	2,000	0	0	0.00%
Total Expenditures	11,576	11,576	0	0	0.00%
Subtotal - Budget Surplus / (Deficit)	0	0	0	0	
Prince Georges County - Coronavirus Relief Grant					
Revenues					
	378,000	0	0	0	0.00%
Total Revenues	378,000	0	0	0	0.00%
Expenditures					
Compensation - Temporary	14,685	0	0	0	0.00%
Compensation - Hazard Pay	142,117	0	0	0	0.00%
Compensation - Personal Service Contracts -Sanitizing Bldg	18,000	0	0	0	0.00%
Fringe benefits	13,372	0	0	0	0.00%
Outreach	19,562	0	0	0	0.00%
Personal Protection Equipment	85,203	0	0	0	0.00%
Upgrade phone Equipment, install VPN & Purchase Laptops	4,061	0	0	0	0.00%
Distance Learning Expenses	81,000	0	0	0	0.00%
Total Expenditures	378,000	0	0	0	0.00%
Subtotal - Budget Surplus / (Deficit)	0	0	0	0	0.00%
Total Surplus (Deficit) - All SPECIAL REVENUE FUNDS	7,780	2,209,149	4,323,367	1,118,293	-74%

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	FY21 Actuals	FY22 Actuals	FY23 Approved Budget	FY24 Approved Budget	% Change (+/-) FY23-FY24
CAPITAL PROJECTS FUND					
FINANCING SOURCES					
General Fund Surplus	0	402,260	174,979	28,878	-83%
General Fund Surplus Reserves (Unrestricted Funds)	509,963	496,000	290,000	1,385,000	378%
Prior Year Budget Surplus	0	0	0	0	0.00%
Funding for Police Cars (ARPA Funds)	116,321	120,686	92,742	177,758	92%
SHA Funds - Prior year	187,241	187,241	0	0	0.00%
Open Space Grant	183,500	173,060	147,088	0	-100%
Playground Grant + ARPA	0	0	542,350	390,000	-28%
Other Capital Funding Through ARPA	0	0	0	1,049,029	0.00%
Highway User Revenue	171,992	183,985	206,321	206,321	0%
Council Chambers Upgrade/ (ARPA Funds)	50,000	0	300,000	300,000	0%
Transfer from Enterprise Fund - Gold Room	0	0	0	0	0.00%
Total Financing Sources ***	1,219,017	1,563,233	1,753,480	3,536,986	102%
CAPITAL EXPENDITURES					
City Hall New Insulation / Council Chambers Upgrade	100,000	100,000	300,000	300,000	0.00%
Generator (includes engineering) - If funds are available	10,000	0	0	0	0.00%
Support Equipment (2 Police Cars, Upfitting & Radios)	116,321	120,686	92,742	177,758	91.67%
Support Equipment (Security Doors/Cameras)		0	30,000	30,000	0.00%
Support Equipment (City Call-A-Bus)		30,000	0	38,000	0.00%
Support Equipment - (Leaf Vacuum)	0	0	0	60,000	0.00%
Replace Electrical Breaker Boxes in and around Gold Room	21,000	0	0	0	0.00%
Elevator Project - (Reserves and Grant)	250,000	0	0	250,000	0.00%
Capital - Software Systems	0	0	0	60,000	0.00%
Police Facility / Building (\$6Mill - (Reserves \$1Mill and Grant)	0	0	0	1,000,000	0.00%
Repave parking lot at Municipal Center	75,000	0	0	0	0.00%
MLK Park Renovations	183,500	173,060	147,088	0	-100.00%
7th Street Park Improvement & Kid's Playground	0	0	542,350	390,000	-28.09%
New Carpet for Upper Level / Tiles of Employee Entrance	10,000	0	10,000	10,000	0.00%
Support Equipment - HVAC	50,000	0	0	0	0.00%
1 Patrol Cars + Upfitting - Code Enforcement	50,000	30,000	60,000	40,000	-33.33%
ADA Compliance - Side Walks	35,000	35,000	40,000	40,000	0.00%
2 Lawn Mowers				25,000	0.00%
City Sidewalk, Curb and Gutters Construction	219,937	179,865	179,865	292,350	62.54%
Truck with Plow and Spreader for Public Works	0	55,000	60,000	70,000	16.67%
AEDs for the Municipal Center (Admin, DPW, PD and Gold Room)		10,000	10,000	10,000	0.00%
A/C Heat Pump Replacement		8,000	15,000	15,000	0.00%
Street Paving and Milling		250,000	250,000	700,000	180.00%
DPW Backhoe Attachment / Tractor		7,500	7,500	0	-100.00%
Operating Transfer - Hwy User to Genl Fund - current	40,000	0	0	0	0.00%
Total Capital Projects Expenditures	1,160,758	999,111	1,744,545	3,508,108	101%
Subtotal - Budget Surplus / (Deficit) Capital Projects	58,259	564,122	8,934	28,878	223%
Reserve for City Saving Account - (60% of Surplus)	0	0	0	17,327	0.00%
Reserve for Capital Projects - (40% of Surplus)	0	0	0	11,551	0.00%
Total Budget Surplus - All Governmental Funds	566,842	2,773,271	4,332,302	1,147,171	-74%

*** Capital projects for FY24 are financed using prior year revenues and ARPA Funds, and the amounts shown in revenue columns are not recognized as current year revenues.

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	FY21 Actuals	FY22 Actuals	FY23 Approved Budget	FY24 Approved Budget	% Change (+/-) FY23-FY24
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ENTERPRISE FUND BUDGET (GAAP BASIS)

OPERATING REVENUES					
Rentals	138,500	138,500	126,330	142,330	13%
Special Event Fees	0	0	4,000	4,000	0%
Equipment Rental	0	0	12,000	10,000	-17%
Revenue Loss Recovery (ARPA)	0	0	43,506	26,289	-40%
Interest Income	0	0	0	24	0.00%
Total Operating Revenues	138,500	138,500	185,836	182,643	-2%
EXPENSES					
Salaries and Benefits	71,509	101,099	107,452	144,177	34%
Licenses	0	0	3,500	0	-100%
Set-Up Expenses	9,000	4,800	4,800	6,000	25%
Cleaning Supplies	3,500	3,500	4,800	3,500	-27%
Equipment Rental (COST)	0	0	7,000	7,000	0%
Conference & Training	1,000	1,000	1,000	1,000	0%
Office Supplies	1,100	1,100	1,200	1,200	0%
Repairs and Maintenance	10,000	5,000	5,000	3,000	-40%
Depreciation Expense *	5,650	5,650	5,650	5,650	0%
Communications	1,200	1,200	1,140	1,140	0%
Transfers Out - to General Fund**	20,000	0	0	0	0.00%
Software - Computer S/Ware ((17 Hat Cloud))			1,000	0	-100%
Uniforms	660	250	600	600	0%
Payroll Fees (ADP)	0	0	960	960	0%
Staff Travel	0	0	229	229	0%
Bank Fees	2,000	2,000	500	517	3%
General Expense	5,000	5,000	6,000	6,700	12%
Capital Outlay - Tables/Chairs, Sound System for Gold Room	25,000	5,000	35,000	0	-100%
Total Operating Expenses	155,619	135,599	185,831	181,673	-2%
Total Surplus / (Deficit) - Enterprise Fund	(17,119)	2,901	5	970	20461%

* Non-Cash Expense

** Reimbursement to General Fund for share of trash contract, heating & other general

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ADMINISTRATION

Description

The Administrative Office includes the City Manager, Human Resources and staff. The City Manager is the chief administrative officer of the City, with primary responsibility for the preparation, submittal and administration of the operating and capital budgets, the handling of citizen concerns and complaints, the direction and supervision of all departments, and the advising of the Mayor and Council on City affairs.

PERSONNEL EXPENDITURES:

Salary & Wages	Status/ Detail	Number	FY21 Actual Expenditures	FY22 Actual Expenditures	FY23 Approved Budget	FY24 Approved Budget	FY24 <-> FY23 Change
City Manager	Active	1	\$ 90,696	\$ 100,000	\$105,900	\$106,688	\$788
Human Resources Specialist	Active (30hrs/wk)	0.75	\$ 55,708	\$ 57,379	\$ 60,769	\$ 66,026	\$5,257
Executive Assistant	Active	1	\$ 53,046	\$ 54,637	\$ 57,865	\$ 61,216	\$3,350
Administrative Assistant	Active	1	\$ 39,249	\$ 40,426	\$ 42,821	\$ 45,123	\$2,302
Web Master/Media Specialist	Active	1	\$ 15,600	\$ 53,560	\$ 56,720	\$ 60,860	\$4,140
Bus Driver (P/T)	Active (30 hr/wk)	0.75	\$ 24,102	\$ 24,825	\$ 26,284	\$ 30,794	\$4,510
Benefits:							
Social Security/Medicare Tax	@ 7.65%	5.5	\$ 20,104	\$ 25,308	\$ 26,802	\$ 28,359	\$1,557
Retirement Contribution - City Mgr	@ 5%	0	\$ 4,535	\$ 5,000	\$ 5,295	\$ -	(\$5,295)
Retirement Contribution - Others	2.5%	5.5	\$ 4,303	\$ 16,158	\$ 6,111	\$ 9,268	\$3,156
Total		6.5	\$ 307,342	\$ 377,294	\$388,568	\$408,334	\$ 19,765

EXPENDITURES SUPPORT DATA

Acct Code	Element/Object	Details	FY21 Approved Budget	FY22 Approved Budget	FY23 Approved Budget	FY24 Approved Budget	FY24 <-> FY23 Change
10.10.10.7650	Conference & Training	MML Convention, MML Legislative Meeting City Manager, Prof. Dev. Training for support staff Mileage Reimbursement and Per Diem Expenses	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$0
10.10.10.7651	HR Conference & Training	SHRM Conference, MML Employee training and seminars	\$ -	\$ 1,000	\$ 7,500	\$ 7,500	\$0
10.10.10.7960	Memberships & Dues	ICMA, ASPA, Md City/County Mgt Association, NFBPA; Staff Membership Associations	\$ 1,500	\$ 1,750	\$ 1,750	\$ 1,750	\$0
10.10.10.8647	Special Events	Code - \$3,500, Sustainable Environment, Small Business, PPE-Health Emergency, Oh Give Thanks(\$1.5k), Giving Tuesday (\$750); DEC Polar Express (\$2.5k); JAN MLK Program (\$500); FEB Creative Youth Arts Summit & Conf (\$2.5k) /MAR 60+ Senior Appreciation banquet (\$2.6k) / APR Easter Extravaganza (\$1.5k); APR Autism Awareness (\$750); MAY Cinco De Mayo, International Cultural Day, Mother's Day (\$3.5k) / JUN Father's Day (\$1.5k) Annual Mayoral Scholarship Program (/ Graduating Glenarden HS Senior \$5k award (x2@ \$2.5k) Annual Mayoral Scholarship Program not to exceed \$5k per year Community Outreach (5,000 words written assignment)	\$ 2,500	\$ 10,000	\$ 17,500	\$ 31,800	\$14,300
10.10.10.7131	Professional Services - Lobbyist / Consulting	Consulting Services for grant writing and planning services, including State Retirement System feasibility	\$ 12,000	\$ 22,000	\$ 26,500	\$ 26,500	\$0
10.10.10.7132	Professional Services - Engineering	Engineering Services	\$ 60,000	\$ 32,000	\$ 32,000	\$ 32,000	\$0
10.10.10.8630	Office Supplies	Letterhead, Envelopes, materials for brochures, ink toner and copier paper	\$ 5,200	\$ 5,200	\$ 5,200	\$ 5,200	\$0
10.10.10.8361	Support Equipment	Office Desk & Chairs, Bookshelves, File Cabinets,	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$0
10.10.10.8632	HR Supplies	Letterhead, Envelopes, Folders, Ink toner and copier paper	\$ 2,000	\$ 2,000			\$0
10.10.10.7630	Communications - Landline Communications - Wireless	Telephone Expense, Verizon Wireless	\$ 6,500	\$ 6,500	\$ 5,400	\$ 3,733	(\$1,667)
10.10.10.6120	Temporary Employment	Temporary Employment as needed when vacancies occur	\$ 5,000	\$ 5,000	\$ 4,000	\$ 4,000	\$0
10.10.10.8612	Energy-Gasoline	Vehicle Fuel Expense	\$ -	\$ 2,500	\$ 2,500	\$ 2,500	\$0
10.10.10.7300	Repairs & Maintenance - Vehicles	Repairs and Maintenance - Call-A-Bus	\$ -	\$ 250	\$ 6,250	\$ 6,250	\$0
10.10.10.7710	Election Board	Voting Machines, Salaries, and Advertising Salaries	\$ 30,000	\$ 43,000	\$ -	\$ 43,000	\$43,000
10.10.10.7840	General Expense	Miscell	\$ 300	\$ 500	\$ 500	\$ 500	\$0
10.10.10.7711		Discretionary					
Total Operating Expenditures			\$ 132,000	\$ 138,700	\$116,100	\$171,733	\$55,633
Total Department Expenditures			\$ 439,342	\$ 515,994	\$504,668	\$580,067	\$75,398

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LEGAL

Description

The City Attorney provides legal advice and representation to the city in matters pertaining to ordinance drafting, charter revisions, contracting for services and purchases and sale of property. The City Attorney works closely with the City Manager and staff, resolving legal problems in the area of personnel, labor relations, zoning and legislation. The City Attorney is responsible for drafting ordinances and representing the City in court proceedings.

EXPENDITURES SUPPORT DATA						
Element/Object	Details	FY21 Actual Expenditures	FY22 Actual Expenditures	FY23 Approved Budget	FY24 Approved Budget	FY24->FY23 Change
10.25.10.8211	Legal service, including attending meetings and court appearances Annual fees	\$ 56,655	\$ 31,341	\$ 60,000	\$ 60,000	\$ -
Total Expenditures		\$ 56,655	\$ 31,341	\$ 60,000	\$ 60,000	\$ -

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CABLE DEPT - Change to Communications Department

Description

The cable program provides information to citizens through broadcasting of Council and other public meetings and community service information on the City Cable Channel.

OPERATING EXPENDITURES:

EXPENDITURES SUPPORT DATA

	Element/Object	Details	FY21 Actual Expenditures	FY22 Actual Expenditures	FY23 Approved Budget	FY24 Approved Budget	FY24 </> FY23 Change
10.15.15.7130	Professional Service	Monthly installment of cable tv manager contractual services: supporting Council Meetings (\$350/[per meeting x 5]/mth), City events broadcasting/recordings (\$450/per event x 10evnt); public broadcasting media service (SMART COMM.) (\$136.67/per mo.x 6mth. - monthly installments); \$10K - (Streaming Services (RESTREAM) (\$617.40/annual), email marketing service (\$146.91/annual)); Public Broadcasting Media	\$ 3,700	\$ 1,469	\$ 79,806	\$ 40,000	(39,806)
10.15.15.7650	Conference & Training	Certified Digital Marketing Professional (DMI) & PCM in Digital Marketing (AMA) Course	\$ -	\$ -	\$ -	\$ 3,000	3,000
10.15.15.8380	Membership Dues	Mailchimp-\$165/YR: □American Marketing Association Membership - \$149/yr.□Restream - \$500/yr services	\$ -	\$ -	\$ -	\$ 1,400	1,400
10.15.15.8187/8188	PEG Grant - Studio	Consultant to Assess Upgrade of Video Equipment	\$ -	\$ -	\$ 5,000	\$ -	(5,000)
10.15.15.8640	Operation Supplies	Misc. Media Supplies	\$ -	\$ 32	\$ 5,800	\$ 2,800	(3,000)
10.15.15.8720	Peg Grant - Support Equipment	Support Equipment - Paid with PEG Funds	\$ -	\$ 314	\$ 25,000	\$ 25,000	0
10.15.15.8360	Support Equipment	Studio Equipment, Computer, Repairs, Equipment upgrades: Computer – desktop upgrade & Computer software – professional postproduction software for video editing & file and storage hosting cloud service (Camera for All Departments)	\$ 1,000	\$ 2,500	\$ 8,500	\$ 10,100	1,600
10.15.15.7630	Communications	Telephone Services Expense- \$1,320 (\$110/mo.) & emergency mass communication platform (Code Red)-\$5.3k, etc.	\$ 15,837	\$ 8,387	\$ 16,000	\$ 6,659	(9,341)
10.15.15.7535	Interior Maintenance & Repairs	Interior Maintenance & Repairs-Upgrade to broadcast TV Studio set design with City Seal Shield, Lighting, desk, etc.	\$ -	\$ -	\$ 17,000	\$ 17,000	0
10.15.15.8230	Alarm Services	replacement of locks for cable & studio rooms (to incl. high security keypad for entry).	\$ 105	\$ -	\$ 4,583	\$ 3,500	(1,083)
Total Expenditures			\$ 20,642	\$ 12,702	\$ 161,689	\$ 109,459	(52,230)

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LEGISLATIVE OFFICE

Description

This program operates the legislative and policy-making functions of the City. This is accomplished by adopting the annual budget after review and public hearing. Community needs and problems are addressed by enacting ordinances and charter changes. Community leadership is provided through interaction with civic association and constituent services. The Council meets on the first two Mondays of each month.

PERSONNEL EXPENDITURES

Salaries & Wages	Status / Detail	Number	FY21 Actual Expenditures	FY22 Actual Expenditures	FY23 Approved Budget	FY24 Approved Budget	FY24 <->FY23 Change
Council Members	Active	7	\$ 33,600	\$ 50,400	\$ 50,400	\$ 50,400	\$ -
Council Clerk	Active	1	\$ 50,732	\$ 57,000	\$ 60,355	\$ 65,732	\$ 5,378
Deputy Clerk (P/T)	Active (20hr)	0.5	\$ 22,000	\$ 28,500	\$ 30,000	\$ 31,638	\$ 1,638
Benefits:							
Social Security	@ 7.65%	9	\$ 5,564	\$ 10,396	\$ 10,768	\$ 13,509	\$ 2,741
Retirement Plan	2.5%	2	\$ 1,818	\$ 5,985	\$ 2,259	\$ 3,155	\$ 896
Total Personnel Expenditures			\$ 113,714	\$ 152,281	\$ 153,781	\$ 164,433	\$ 1,500

OPERATING EXPENDITURES:

EXPENDITURES SUPPORT DATA

Acct Code	Element/Object	Details	FY21 Actual Expenditures	FY22 Actual Expenditures	FY23 Approved Budget	FY24 Approved Budget	FY24 <->FY23 Change
10.30.10.7650	Conference & Training	Seven Council Members (Budget \$5,000 each) NLC	\$ 7,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 0
		MML Summer and Fall Conference					
		NBC Summer and Fall Conference					
10.30.10.7651	Conference & Training - C	IIMC Convention	\$ 1,500	\$ 1,500	\$ 5,000	\$ 5,000	\$ 0
		IIMC Clerk Certification Travel					
		Quarterly Meeting					
10.30.10.7960	Memberships & Dues	MD Municipal League, P.G. County	\$ 7,140	\$ 7,140	\$ 7,200	\$ 7,200	\$ 0
	Memberships & Dues	Municipal Association, National League of Cities	\$ 50	\$ 50	\$ 100	\$ 100	\$ 0
	Clerk	Clerk Association, IIMC Dues	\$ 250	\$ 250	\$ 500	\$ 500	\$ 0
10.30.10.7130	Professional Services	Consulting Services, Temp. Employees,	\$ 5,000	\$ 5,000	\$ 5,000	\$ 2,500	(\$2,500)
		Parliamentarian - to attend public mtgs	\$ 6,000	\$ 6,000	\$ 10,000	\$ 10,000	\$ 0
		Marquee/Sandwich Board - Maintenance	\$ 2,000	\$ 2,000	\$ 5,000	\$ 2,500	(\$2,500)
10.30.10.8211	Legal Services	Legal Services	\$ 5,000	\$ 5,000	\$ -	\$ -	\$ 0
10.30.10.8630	Office Supplies	Misc. Office Supplies & postage	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 0
10.30.10.8631		Computers/laptops	\$ -	\$ 3,000	\$ 4,000	\$ 4,000	\$ 0
	Awards	Employee Incentive & Other Awards	\$ 3,000	\$ 3,000	\$ 2,000	\$ 2,000	\$ 0
10.30.10.7125	Shore Scan Expense	Shore Scan Document Managing System Fees	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,196	(\$305)
10.30.10.7510	Advertising	Advertising	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 0
		Christmas Party	\$ -	\$ -	\$ 7,000	\$ 15,000	\$ 8,000
		HEAL City Events	\$ 2,000	\$ 2,000	\$ 7,000	\$ 7,000	\$ 0
		Breast Cancer Awareness	\$ -	\$ -	\$ -	\$ 3,800	\$ 3,800
		Shred Day (2)			\$ 2,000	\$ 1,600	(\$400)
		Expungement Fair			\$ 5,000	\$ 4,000	(\$1,000)
		Back to School (Backpack Giveaway & Back to School Vaccine Program \$5k)(Extravaganza, STEM prog. \$1.5k);			\$ 1,000	\$ 11,500	\$ 10,500
		Community Outreach + (Commu.Grants 2 \$2.5k+\$5k)			\$ -	\$ 17,000	\$ 17,000
		Glenarden Day	\$ 21,000	\$ 21,000	\$ 35,000	\$ 35,000	\$ 0
10.30.10.7630	Communication	Telephone Expense, Verizon Wireless	\$ 2,500	\$ 2,500	\$ 2,500	\$ 1,429	(\$1,071)
10.30.10.7660	Codification	eCode 360 Annual Maintenance Fee	\$ 1,195	\$ 1,195	\$ 1,195	\$ 1,195	\$ 0
		Updates	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 0
10.30.10.7121	Maintenance - Computer System	Computer maintenance and license support	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 0
10.30.10.7840	General Expense	Mailers			\$ 5,080	\$ 11,000	\$ 5,920
10.30.10.7711	Discretionary	Council Discretionary (\$300 per councilmember)	\$ 2,100	\$ 2,100	\$ 2,100	\$ 2,100	\$ 0
10.30.10.8360	Support Equipment	File cabinet/Chairs	\$ -	\$ -	\$ -	\$ 1,600	\$ 1,600
Total Operating Expenditures			\$ 84,235	\$ 115,235	\$ 160,175	\$ 199,220	\$ 44,940
Total Expenditures			\$ 197,949	\$ 267,516	\$ 313,956	\$ 363,653	\$ 46,440

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FINANCE

Description

This program provides financial, payroll, accounting, collections and budget activities. It also controls all expenditures and services for the City to ensure regulatory compliance, and supervision of procurement. It maintains adequate internal controls, general ledger, and performs monthly financial reporting. Other functions include billings for taxes and business licenses and other collectible receivables. This program also maintains fixed asset records for acquisitions and dispositions, and investment and City debt records. It has the duty to provide assistance for annual external audit. This program has the responsibility to ensure that programs are managed within their respective approved budget.

PERSONNEL EXPENDITURES:

	Status/Detail	Number	FY21 Actual Expenditure	FY22 Actual Expenditure	FY23 Approved Budget	FY24 Approved Budget	FY24 < / > FY23 Change
Salaries & Wages							
Treasurer	Active	1	\$ 83,584	\$ 64,091	\$ 91,171	\$ 96,942	\$5,771
Staff Accountant	Active	1	\$ 56,045	\$ 57,727	\$ 61,125	\$ 70,171	\$9,046
Assist. Staff Accountant	Vacant	0	\$ 49,682	\$ 51,173	\$ 54,187	\$ 58,181	\$3,994
Social Security/Medicare Tax	@7.65%	3	\$ 14,482	\$ 13,234	\$ 15,796	\$ 17,235	\$1,439
Retirement Benefits	2.5%	3	\$ 4,733	\$ 12,109	\$ 5,162	\$ 5,632	\$470
Total Personnel Expenditures			\$ 208,526	\$ 198,333	\$227,441	\$248,161	\$29,108

OPERATING EXPENDITURES:

EXPENDITURES SUPPORT DATA							
Acct Code	Element/Object	Details	FY21 Actual Expenditure	FY22 Actual Expenditure	FY23 Approved Budget	FY24 Approved Budget	FY24 < / > FY23 Change
10.45.10.7650	Conference & Training	Uniform Financial Reporting, Treasurer's conference, MD Government Financial Officers Association, Seminars & workshop, mileage and meals Staff Development, MML Conference or MDGFOA Conference	\$ 3,000	\$ 4,500	\$ 4,500	\$ 4,500	0.00
10.45.10.7121	Accounting Software Maintenance	Software maintenance & Support Serv.	\$ 7,000	\$ 30,000	\$ 53,000	\$ 6,000	(\$47,000)
10.45.10.7125	Maintenance - Shore scan	Shorescan software maintenance & Support Service	\$ 1,500	\$ 2,000	\$ 1,330	\$ 1,293	(\$37)
10.45.10.8630	Office Supplies	Office supplies expense	\$ 3,500	\$ 3,500	\$ 4,000	\$ 4,000	\$0
10.45.10.8361	Support Equipment /Computers	Office desk, File cabinet, Book case, Laptop Computer & office equipment	\$ 3,000	\$ 3,000	\$ 4,500	\$ 4,500	\$0
10.45.10.7960	Memberships & Dues	Professional organizations for staff Finance Officers Assoc dues	\$ 1,000	\$ 1,000	\$ 500	\$ 500	\$0
10.45.10.6120	Temporary Staffing	Temporary Staffing to assist with cleaning up and Substitute when Staff is on Vacation Leave.	\$ 5,000	\$ 27,713	\$ 5,600	\$ 5,600	\$0
10.45.10.8380	Publications & Reviews	Newspaper & Magazines Budgeting & Accounting Reporting publications	\$ 100	\$ 100	\$ 200	\$ 200	\$0
10.45.10.7130	Professional Services	Financial Statements Auditing Services FY 2022 and other Contractual consulting services	\$ 25,000 \$ 3,000	\$ 25,000 \$ 3,000	\$ 27,000 \$ -	\$ 30,000 \$ -	\$3,000
10.45.10.7840	General Expense	Miscellaneous Expenses	\$ 1,000	\$ 1,000	\$ 300	\$ 300	\$0
10.45.10.7510	Advertisement	Classified ads	\$ 100	\$ 100	\$ 850	\$ 850	\$0
10.45.10.7630	Communications	Telephone Expense, Verizon Wireless	\$ 3,300	\$ 3,300	\$ 2,088	\$ -	(\$2,088)
Total Operating Expenditures			\$ 56,500	\$ 104,213	\$103,868	\$ 57,743	(\$345)
Total Expenditures			\$ 265,026	\$ 302,547	\$331,309	\$305,904	\$28,763

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EXECUTIVE OFFICE

Description

This is the Office of the Mayor who serves as the Chief Executive Officer of the City. The Mayor sees that ordinances of the City are faithfully executed. The Mayor appoints all head of offices, departments, and agencies with the approval of the Council. All other employees are appointed and removed by the Mayor. The Mayor reports to the Council annually on the condition of municipal affairs and makes recommendations, for the public good and welfare of the City.

Salary	Status/Detail	Number	FY21 Actual Expenditures	FY22 Actual Expenditures	FY23 Approved Budget	FY24 Approved Budget	FY24->FY23 Change
Mayor	Active	1	\$ 6,000	\$ 8,400	\$ 8,400	\$ 8,400	\$ -
Social Security	@.0765	1	\$ 459	\$ 643	\$ 643	\$ 643	\$ 0
Total Personnel Expenditures			\$ 6,459	\$ 9,043	\$ 9,043	\$ 9,043	\$ 0

OPERATING EXPENDITURES:

EXPENDITURES SUPPORT DATA							
Acct Code	Element/Object	Details	FY21 Actual Expenditures	FY22 Actual Expenditure	FY23 Approved Budget	FY24 Approved Budget	FY24->FY23 Change
10.50.10.7650	Conference & Training	MML Convention (summer/fall), MACo Summer Conference; MaCO Winter Convention attendance; ICMA - all Mileage Reimbursement and Per Diem Expense (MML Convention (summer/fall), hotel \$1100, MACo Summer Conference; \$635, MaCO Winter Convention attendance; \$445 hotel \$1100, ICMA Conference; \$820 hotel \$1100, National League of cities conference \$650; Non-Member City Official — \$1,650;hotel \$1100)	\$ -	\$ 4,400	\$ 6,000	\$ 5,000	\$ (1,000)
10.50.10.7960	Memberships & Dues	(National League of Cities (NLC), \$1,202)	\$ 563	\$ 595	\$ 1,500	\$ 1,200	\$ (300)
10-50-10-7510	Community Adv/Promotion Outreach	Promotional (Pen, Pencil, Pins,T-Shirts, Etc)	\$ 225	\$ 1,032	\$ 1,200	\$ 1,200	\$ -
10.50.10.8360	Support Equipment - Executive Office	(Computers / Printer / Label maker w/supplies)	\$ -	\$ 481	\$ 2,000	\$ 1,400	\$ (600)
10.50.10.7630	Communications	Telephone Expense, Verizon Wireless	\$ 1,162	\$ 2,279	\$ 2,000	\$ -	\$ (2,000)
10.50.10.8630	Office Supplies	Misc. Office Supplies	\$ 746	\$ 864	\$ 1,200	\$ 1,250	\$ 50
10.50.10.7840	General Expenses	Mayor Discretionary Fund registrations /city swag(button up shirt, polo shirts/ Mayor gallery frames, engraving)	\$ 1,417	\$ 213	\$ 600	\$ 300	\$ (300)
Total Operating Expenditures			\$ 4,113	\$ 9,864	\$ 14,500	\$ 10,350	\$ 4,636
Total Expenditures			\$ 10,572	\$ 18,907	\$ 23,543	\$ 19,393	\$ 4,636

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PUBLIC SAFETY

Description

This program provides protection services to citizens and properties by reducing crimes. It also investigates, identifies, and apprehends persons suspected of criminal acts. Police officers work with the community through community oriented policing programs and citizen groups.

Salaries & Wages	Status/ Detail	Number	FY21 Actual Expenditures	FY22 Actual Expenditures	FY23 Approved Budget	FY24 Approved Budget	FY24->FY23 Change	
Chief Police	Active	1	\$ 93,136	\$ 95,930	\$ 101,590	\$ 106,878	\$ 5,288	
Captain	Active	1	\$ 67,743	\$ 71,320	\$ 75,531	\$ 79,802	\$ 4,270	
Lieutenant	Active	1	\$ 59,409	\$ 62,736	\$ 66,434	\$ 70,744	\$ 4,310	
Sargeant	Active	1	\$ 57,288	\$ 60,551	\$ 64,121	\$ 67,472	\$ 3,351	
Sargeant	Active	1	\$ 55,617	\$ 58,830	\$ 62,293	\$ 65,827	\$ 3,534	
Corporal	Active/Vacant	1	\$ 49,318	\$ 52,343	\$ 49,318	\$ 60,508	\$ 11,190	
Corporal	Active/Vacant	1	\$ 48,500	\$ 51,500	\$ 54,539	\$ 60,508	\$ 5,969	
Private	Active	1	\$ -	\$ 50,648	\$ -	\$ 65,540	\$ 65,540	
Private	Active	1	\$ 54,203	\$ 57,374	\$ 61,500	\$ 56,515	\$ (4,985)	
Private	Active	1	\$ 46,683	\$ 50,589	\$ 53,570	\$ 56,515	\$ 2,945	
Officer	Active	1	\$ -	\$ -	\$ -	\$ 54,897	\$ 54,897	
Officer	Active	1	\$ -	\$ -	\$ -	\$ 54,897	\$ 54,897	
Officer	Active	1	\$ 53,710	\$ 56,866	\$ 49,253	\$ 54,897	\$ 5,644	
Officer	Active	1	\$ 50,046	\$ 53,093	\$ 57,491	\$ 56,270	\$ (1,221)	
Officer	Active	1	\$ 45,355	\$ -	\$ 49,253	\$ 54,897	\$ 5,644	
Officer	Active	1	\$ -	\$ -	\$ 49,253	\$ 54,897	\$ 5,644	
Officer	Active	1	\$ 45,355	\$ 48,260	\$ 52,381	\$ 54,897	\$ 2,516	
Officer	Active	1	\$ 45,150	\$ 48,260	\$ 50,883	\$ 54,897	\$ 4,014	
Officer	Active	1	\$ 45,150	\$ 48,050	\$ 50,883	\$ 54,897	\$ 4,014	
Officer	Active	1	\$ 45,000	\$ 48,050	\$ 49,781	\$ 54,897	\$ 5,116	
Officer	Active	1	\$ 45,000	\$ 46,500	\$ 49,253	\$ 54,897	\$ 5,644	
Officer	Active	1	\$ -	\$ 46,500	\$ 49,253	\$ 54,897	\$ 5,644	
Officer	Active	1	\$ 22,002	\$ 23,413	\$ 52,138	\$ -	\$ (52,138)	
Administrative Assistant	Active	1	\$ 46,683	\$ 48,083	\$ 44,517	\$ 49,807	\$ 5,290	
Police Clerk	Active	1	\$ 33,743	\$ 34,755	\$ 40,838	\$ 45,123	\$ 4,284	
Overtime	Overtime estimate		\$ 20,000	\$ 20,000	\$ 25,000	\$ 25,000	\$ -	
Benefits:							\$ -	
Social Security/Medicare Tax	@ .0765	25	\$ 79,108	\$ 86,724	\$ 96,319	\$ 112,484	\$ 16,165	
Retirement Plan - Chief	2.5%	1	\$ 2,794	\$ 2,878	\$ 2,540	\$ 2,672	\$ 132	
Retirement Plan - Other Staff	2.5%	24	\$ 23,024	\$ 72,640	\$ 28,937	\$ 34,087	\$ 5,150	
Merit Increase / Bonus			\$ 4,021	\$ 4,142	\$ -	\$ -	\$ -	
Awards and Promotions			\$ 5,000	\$ -	\$ -	\$ -	\$ -	
Total Personnel Expenditures			25	\$ 1,143,037	\$ 1,300,037	\$ 1,386,870	\$ 1,619,618	\$ 232,748

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**PUBLIC SAFETY
OPERATING EXPENDITURES:**

EXPENDITURES SUPPORT DATA							
Acct Code	Element/Object	Details	FY21 Actual Expenditures	FY22 Actual Expenditures	FY23 Approved Budget	FY24 Approved Budget	FY24->FY23 Change
10.55.50.7650	Conference & Training	In-Service training, Weapon training based on 16 officers, Mental health training, and Active Shooter training/ PG Public Health Norcan Training	\$ 5,084	\$ 7,268	\$ 20,000	\$ 20,000	\$ -
10.55.50.7120	Maintenance Agreement	Maintenance office equipment and Copier	\$ -	\$ -	\$ 2,220	\$ -	\$ (2,220)
10.55.50.7123	Maintenance Agreement-Radio & Livescan	Police cruisers radio repairs, in car camera & computers; Maintenance agreement - Livescan	\$ 3,280	\$ 2,105	\$ 4,400	\$ 30,000	\$ 25,600
10.55.50.7300	Repair & Maintenance-Vehicles	Preventive maintenance	\$ 9,774	\$ 2,492	\$ 55,000	\$ 55,000	\$ -
10.55.50.7960	Membership/Dues	Membership and Dues	\$ 1,350	\$ 803	\$ 1,500	\$ 1,110	\$ (390)
10.55.50.8360	Support Equipment - Law Enforcement Supplies	ASP, pepper spray, etc. Vehicle law books, Crime digest - 5,000 Public Safety Equipment incl Taser Pmt, Hand Radio, Body camera	\$ 40,145	\$ 64,439	\$ 75,888	\$ 75,888	\$ 0
10.55.50.8360	Support Equipment -Furniture	Police support equipment Two tazers,two body cameras	\$ -	\$ 21,628			\$ -
10.55.50.7791	Live Scan Expense	Live Scan Fingerprinting	\$ 292	\$ 10,871	\$ 16,000	\$ 16,000	\$ -
10.55.50.8630	Office Supplies	Paper, Pens, Letterhead, printer cartridges & toner, pencils	\$ 2,207	\$ 2,512	\$ 2,500	\$ 5,000	\$ 2,500
10.55.50.8647	Special Events	NNO, Trunk or Treat, Harvest Day Rewind (\$2.5k), Santa Badge, Father Daughter	\$ 5,709	\$ 12,073	\$ 17,500	\$ 17,300	\$ (200)
10.55.50-8649	Explorer Program (funded by speed camera) (School Prog)	Designed to introduce youth toward safety and police professions & School Youth Program	\$ -	\$ 2,900	\$ -	\$ 4,000	\$ 4,000
10.55.50.7950	Police Trial Board Expenditures	Expenditures for Police Trial Board - with Council Approval	\$ -	\$ -	\$ 15,000	\$ 25,000	\$ 10,000
10.55.50.8790	New Officers Start Up Costs	All associated start up equipment	\$ 6,697	\$ 18,887	\$ 13,000	\$ 26,000	\$ 13,000
10.55.50.7630	Communications	Telephone Expense, Verizon Wireless	\$ 28,988	\$ 28,313	\$ 32,160	\$ 30,237	\$ (1,923)
10.55.50.7790	Drug Screening	Pre-employment physicals, Drug testing, and Psychological testing	\$ 3,098	\$ 7,810	\$ 3,000	\$ 6,000	\$ 3,000
10.55.50.8450	Uniforms	Dress uniforms, rain coats, uniform p repairs including 6 Bullet proof vests,	\$ 3,333	\$ 3,997	\$ 21,548	\$ 24,000	\$ 2,452
10.55.50.8520	Ammunition	Annual weapons qualification	\$ 1,967	\$ 5,313	\$ 6,300	\$ 6,300	\$ -
10.55.50.8612	Energy-Gasoline	Vehicle fuel expense Gas increase 30%	\$ 15,609	\$ 137,855	\$ 65,000	\$ 65,000	\$ -
10.55.50.8640	Operating Supplies	Ticket Book, Hand Cleaner for finger printing supplies	\$ 1,394	\$ 1,363	\$ 1,000	\$ 2,500	\$ 1,500
Total Operating Expenditures			\$ 128,927	\$ 330,629	\$ 352,016	\$ 409,335	\$ 21,387
Total Expenditures			\$ 1,271,964	\$ 1,630,666	\$ 1,738,886	\$ 2,028,953	\$ 108,220

Note: The Explorer Program is funded through the 10% public safety money obtained from the speed camera.

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Code Enforcement

Description

The Code Enforcement Department is responsible for ensuring that County and City codes are adhered to by residents and business owners.

PERSONNEL EXPENDITURES

Wages	Status/ Detail	Number	FY21 Actual Expenditures	FY22 Actual Expenditures	FY23 Approved Budget	FY24 Approved Budget	FY24 </> FY23 Change
Manager - Enforcement Officer-Vacant	active	1	\$ -	\$ -	\$ -	\$70,575	\$70,575
Code Enforcement Officer-Vacant	active	1	\$ -	\$ -	\$ -	\$49,551	\$49,551
Code Enforcement Officer	Active	1	\$46,362	\$39,793	\$47,645	\$51,200	\$3,555
Code Enforcement Officer	Active	1	\$0	\$11,250	\$45,530	\$49,551	\$4,021
Code Enforcement Officer PT-Vacant	active	0.5	\$33,817	\$35,733	\$23,822	\$25,600	\$1,778
Overtime			\$0	\$1,957	\$0	\$0	\$0
Benefits:							
Social Security	@ 7.65%	4.5	\$6,134	\$6,376	\$7,128	\$18,855	\$11,728
Retirement Plan	2.5%	4.5	\$2,004	\$1,304	\$2,329	\$6,162	\$3,833
Total Personnel Expenditures			\$88,317	\$96,413	\$126,454	\$271,494	\$145,039

OPERATING EXPENDITURES:

EXPENDITURES SUPPORT DATA							
Acct Code	Element/Object	Details	FY21 Actual Expenditures	FY22 Actual Expenditures	FY23 Approved Budget	FY24 Approved Budget	FY24</>FY23 Change
10.20.10.7650	Conference & Training	Code enforcement required	\$1,500	\$0	\$4,500	\$4,500	\$0
10.20.10.7300	Repair & Maintenance-Vehicles	Preventive maintenance	\$1,700	\$321	\$3,200	\$1,320	(\$1,880)
10.20.10.8630	Office Supplies	Paper, pens, pencils, printer etc.	\$600	\$647	\$590	\$600	\$10
10.20.10.7630	Communications	Telephone Expense, Verizon Wire	\$1,000	\$2,167	\$2,500	\$1,378	(\$1,122)
10.20.10.7121	Software	Permit Tracking System	\$1,000	\$0	\$1,500	\$1,500	\$0
10.20.10.8640	Operating Supplies	Brochures, Ticket Books, Warning Code Book Publication - 1,200	\$1,700	\$1,235	\$560	\$560	\$0
10.20.10.8360	Support Equipment	Code Enforcement - Misc Support Laptop computer - 850	\$1,350	\$150	\$1,370	\$1,370	\$0
10.20.10.8450	Uniforms	Uniforms, uniform patches, PPE, badges	\$500	\$529	\$350	\$1,000	\$650
10.20.10.8612	Energy-Gasoline	Vehicle fuel two	\$2,500	\$0	\$2,500	\$2,500	\$0
10.20.10.8792	New officer Setup	Uniform and other Initial items for new officers.	\$0	\$97	\$0	\$2,000	\$2,000
Total Operating Expenditures			\$11,850	\$5,146	\$17,070	\$16,729	(\$342)
Total Expenditures			\$100,167	\$101,559	\$143,525	\$288,223	\$144,698

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PUBLIC WORKS

Description

The mission of this department is to provide and sustain the City's road system, city properties and Parks and related public services. The primary goal is to provide the maximum services to City residents within available resources and to stimulate economic and community development of the City through infrastructure improvements.

PERSONNEL EXPENDITURES:

	Status / Detail	Full-Time Equivalents (FTEs)	FY21 Actual Expenditures	FY22 Actual Expenditures	FY23 Approved Budget	FY24 Approved Budget	FY24 <-> FY23 Change
Director of Public Works	Active	1		\$ 72,000	\$ 72,000	\$ 81,554	\$ 9,554
PW Field Superintendent	Active	1	\$ 52,446	\$ 54,019	\$ 57,205	\$ 60,929	\$ 3,724
Maintenance Tech II	Active	1	\$ 37,128	\$ 35,565	\$ 39,715	\$ 42,083	\$ 2,368
Maintenance Tech II	Active-P/T	0.75	\$ 30,184	\$ 31,089	\$ 32,913	\$ 36,823	\$ 3,910
Maintenance Tech III	Active	1	\$ 38,242	\$ 39,389	\$ 41,720	\$ 46,183	\$ 4,463
Maintenance Tech I	Active	1	\$ 33,871	\$ 31,000	\$ 35,882	\$ 40,879	\$ 4,996
Maintenance Tech III	Active	1	\$ 38,178	\$ 39,323	\$ 41,631	\$ 46,183	\$ 4,552
Overtime	Overtime hours	5	\$ 7,957	\$ 8,195	\$ 9,000	\$ 9,000	\$ -
Benefits:							
Social Security/Medicare Tax	@ 7.65%	6.75	\$ 18,207	\$ 23,759	\$ 25,250	\$ 27,818	\$ 2,568
Retirement	2.5%	6.75	\$ 4,797	\$ 21,741	\$ 8,252	\$ 9,091	\$ 839
Total Personnel Expenditures			\$ 261,009	\$ 356,081	\$ 363,567	\$ 400,543	\$ 36,975

OPERATING EXPENDITURES:

EXPENDITURES SUPPORT DATA							
Acct Code	Element/Object	Details	FY21 Actual Expenditures	FY22 Actual Expenditures	FY23 Approved Budget	FY24 Approved Budget	FY24 <-> FY23 Change
10.60.60.7650	Conference & Training	MOSHA & OSHA Workplace Safety and required training	\$ 4,000	\$ 1,750	\$ 2,000	\$ 2,000	\$ -
10.60.60.7130	Professional Services	Engineering and reserve studies for streets, sidewalks and street trees	\$ 6,000	\$ 2,500	\$ 6,000	\$ 11,000	\$ 5,000
10.60.60.7240	Snow Removal	Contract expense for materials, snow removal and salt	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ -
10.60.60.7290	Waste Removal	Dumping fees for branches, grass and leaves from park, and vacant lots owned by the City.	\$ 4,000	\$ 1,500	\$ 1,200	\$ 3,000	\$ 1,800
10.60.60.7530	Repairs & Maintenance-Building	Exterminator for municipal and King site, electrical repairs HVAC, General building maintenance	\$ 20,642	\$ 15,510	\$ 35,000	\$ 30,000	\$ (5,000)
10.60.60.7315	Street Cleaning	Street Cleaning Expenses	\$ 10,000	\$ -	\$ -	\$ -	\$ -
10.60.60.8230	Building Security	Building security expense for Municipal Center including new Cameras around City Hall	\$ 5,000	\$ 2,500	\$ -	\$ -	\$ -
10.60.60.7123	Repairs & Maintenance-Equipment	Repairs equipment: propelled mowers, small equipment & tools	\$ 13,270	\$ 2,038	\$ 4,000	\$ 13,700	\$ 9,700
10.60.60.7121	Computer System	trailers, salt spreader and chain saw.					
10.60.60.7310	Repairs & Maintenance-Parks / Landscaping	Maintenance of City Hall Grounds and parks; including removal of weeds, pole and sign maintenance; Landscaping Contracts	\$ 5,000	\$ 5,000	\$ 13,000	\$ 13,000	\$ -
10.60.60.7311	Repairs & Maintenance-Streets	Pothole repairs, curb, gutter and sidewalk repairs Street Sweeping	\$ 655	\$ 1,126	\$ 20,000	\$ 20,000	\$ -
10.60.60.7300	Repair and Maintenance-Vehicles	Vehicle repairs for three trucks	\$ 15,000	\$ 5,000	\$ 4,520	\$ 5,000	\$ 480
10.60.60.7301	Repair and Maintenance-Call A-Bus	Vehicle repairs for Call A Bus	\$ 6,000	\$ 6,000	\$ -	\$ -	\$ -
10.60.60.8360	Support Equipment	Mowers, weed-eaters, chainsaws, edger, hedge clippers, blowers	\$ 27,492	\$ 4,467	\$ 3,790	\$ 1,710	\$ (2,080)
10.60.60.7630	Communications	Walkie Talkies or cell phones	\$ 3,000	\$ 3,000	\$ 3,792	\$ 3,826	\$ 34
	Community Garden	Community Garden for Residents				\$ 5,000	\$ -
10.60.60.8450	Uniforms and Protective Equipment	Utilizing a uniform service to provide and maintain staff uniforms and protective equipment:	\$ 7,500	\$ 13,500	\$ 12,000	\$ 10,500	\$ (1,500)
10.60.60.8560	Building Supplies	Soap, disinfectant, paper towels, toilet tissue, toilet seat covers, air freshener, trash can liners, etc.	\$ 9,000	\$ 9,000	\$ 9,000	\$ 9,000	\$ -
10.60.60.8630	Office Supplies	Binders, pens, paper, toner cartridges, folders,	\$ 2,367	\$ 14,501	\$ 500	\$ 500	\$ (0)
10.60.60.8612	Energy-Gasoline	Vehicle fuel	\$ 15,000	\$ 5,000	\$ 5,760	\$ 6,000	\$ 240
Total Operating Expenditures			\$ 193,926	\$ 132,392	\$ 160,562	\$ 174,236	\$ 28,170
Total Expenditures			\$ 454,935	\$ 488,473	\$ 524,129	\$ 574,779	\$ 35,656

City of Glenarden
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GENERAL OPERATIONS

Description

This program provides for general operational expenses, including utilities associated with the operation of the municipal center, general insurance, maintenance agreements for copier, telephone and computers and advertising for personnel.

OPERATING EXPENDITURES SUPPORT DATA							
Account Code	Element/Object	Details	FY21 Actual Expenditures	FY22 Actual Expenditures	FY23 Approved Budget	FY24 Approved Budget	FY24 </>FY23 Change
10.75.10.8613	Utilities: Water/Sewer	Water & Sewer City Hall	\$ 1,635	\$ 1,884	\$ 1,820	\$ 1,820	\$ -
10.75.10.8611	Utilities: Natural Gas	Natural Gas City Hall	\$ 241	\$ 872	\$ 1,830	\$ 1,830	\$ -
10.75.10.8610	Utilities: Electric	Electricity City Hall & street lights - BGE	\$ 89,521	\$ 102,966	\$ 120,000	\$ 108,000	\$ (12,000)
10.75.10.6210	Health Care Insurance	Employees Health Care Coverage expenses	\$ 270,691	\$ 255,347	\$ 335,000	\$ 310,000	\$ (25,000)
10.75.10.8691	Copier Leasing	Lease & Maintenance Agreements-Copier	\$ 7,782	\$ 3,389	\$ 4,000	\$ 4,000	\$ -
10.75.10.7120	Maintenance -Copier	Copier Maintenance	\$ 7,398	\$ 11,133	\$ 6,780	\$ 6,777	\$ (3)
10.75.10.7122	Telephone Maintenance	Maintenance Agreements-Telephone	\$ -	\$ -	\$ 2,000	\$ 2,000	\$ -
10.75.10.7121	Computer Maintenance	Maintenance Agreement Computer/IT	\$ 43,828	\$ 29,958	\$ 26,600	\$ 26,600	\$ -
10.75.10.7510	Classified Advertising	Ad for equipment, products and personnel	\$ -	\$ 3,650	\$ 1,500	\$ 1,500	\$ -
10.75.10.8183	Misc. Expense	COG - Staff Appreciation and Awards	\$ 114	\$ 141	\$ 5,000	\$ 17,000	\$ 12,000
	Retirement Benefits-Suspense	Provision for Retirement Benefit Review 5.0% (Total: 7.5%)	\$ -	\$ -	\$ -	\$ 138,693	\$ 138,693
10.75.10.6112	Salaries - Suspense	Salary Increases Based on Survey	\$ -	\$ -	\$ 50,000	\$ -	\$ (50,000)
10.75.10.6135	Bonus - Suspense	Bonus - Based on Merit	\$ -	\$ -	\$ 80,000	\$ -	\$ (80,000)
10.75.10.8182	Youth Summer Employment	Summer Youth Programs and Activities	\$ -	\$ 1,937	\$ 5,000	\$ 2,000	\$ (3,000)
10.75.10.7630	Telephone and Communications	Telephone Expense, Verizon Wireless	\$ 12,495	\$ 10,784	\$ 16,000	\$ 22,651	\$ 6,651
10.75.10.7520	Service Fees-ADP Payroll	Payroll Processing Fees, including 2 biometric time clocks	\$ 9,653	\$ 10,056	\$ 7,020	\$ 7,020	\$ -
10.75.10.8190	Postage Service	Postage expense	\$ 10,846	\$ 7,837	\$ 10,000	\$ 10,000	\$ -
10.75.10.7880	Bond Insurance	Bond Insurance	\$ 1,062	\$ 1,269	\$ 804	\$ 1,338	\$ 534
10.75.10.6240	Unemployment Insurance	State unemployment insurance and FUTA	\$ 15,213	\$ 17,369	\$ 15,500	\$ 17,500	\$ 2,000
10.75.10.7883	Vehicle Insurance	City cars insurance expense	\$ 25,436	\$ 25,368	\$ 29,934	\$ 26,648	\$ (3,286)
10.75.10.7881	LGIT - Police Liability Insurance	Police Officers' Liability Insurance Coverage	\$ 19,372	\$ 24,421	\$ 26,619	\$ 32,946	\$ 6,327
10.75.10.7882	LGIT - Public Officers' Insurance	Insurance expense -Public Officers	\$ 3,851	\$ 2,012	\$ 1,811	\$ 1,374	\$ (437)
10.75.10.7884	LGIT - Liability Insurance	City Property Insurance and General Liability, and Employment Practices Liability	\$ 10,550	\$ 10,548	\$ 9,001	\$ 10,109	\$ 1,108
10.75.10.7845	General expense-Storage and Archive	Archiving Expense	\$ 13,578	\$ 9,578	\$ 8,544	\$ 8,544	\$ -
10.75.10.7230	Contracts-Trash - City	Solid Waste Contract	\$ 425,415	\$ 463,618	\$ 701,000	\$ 701,000	\$ -
10.75.10.7250	Contracts-Trash Recycling	Solid Waste Contract	\$ -	\$ -	\$ 62,000	\$ -	\$ (62,000)
10.75.10.7300	Repairs & Maintenances-Vehicles	City Administration's car repair	\$ -	\$ -	\$ 500	\$ -	\$ (500)
10.75.10.6250	IWIF Expense	Workers' Compensation Insurance	\$ 89,473	\$ 43,007	\$ 125,000	\$ 105,426	\$ (19,574)
10.75.10.8110	Newsletter - Printing and Postage Cost	Newsletter Expenditure	\$ -	\$ 2,086	\$ 6,500	\$ 6,500	\$ -
10.75.10.7790	Drug Screening	New Hires	\$ 486	\$ 322	\$ 500	\$ 500	\$ -
10.75.10.7124	Web Site - Re-design	City of Glenarden website	\$ 1,452	\$ 9,920	\$ 5,800	\$ 5,800	\$ -
10.75.10.7124	Grant Proj Manager					\$ 45,000	\$ 45,000
10.75.10.7651	Organizational Development/Training	Organizational Development/Training				\$ 30,000	\$ 30,000
10.75.10.7560	Bank Fees	Bank Fees	\$ 3,187	\$ 3,652	\$ 8,400	\$ 8,400	\$ -
10.75.10.8200	Pension Plan Fees	Pension Plan Fees (GHI, DIS, Acct, Monthly)	\$ -	\$ 2,560	\$ 5,280	\$ 5,280	\$ -
10.75.10.8630	Office Supplies	Copier paper	\$ 4,482	\$ 2,329	\$ 4,000	\$ 4,000	\$ -
Total Budget			\$ 1,067,761	\$ 1,058,013	\$ 1,683,743	\$ 1,670,256	\$ 625,730

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WTC Community Center

Description

Community Center at Woodmore Towne Center used for meetings, baby showers and other events

OPERATING EXPENDITURES:

EXPENDITURES SUPPORT DATA							
Account Code	Element/Object	Details	FY21 Actual Expenditures	FY22 Actual Expenditures	FY23 Approved Budget	FY24 Approved Budget	FY24 </>FY22 Change
10.95.10.8610	Utilities	Electricity	\$ -	\$ -	\$ 500	\$ 500	\$ 0
10.95.10.7630	Communications	Telephone & Communications	\$ -	\$ -	\$ 1,200	\$ -	\$ (1,200)
10.95.10.8630	Office Supplies	Office Supplies	\$ -	\$ -	\$ 563	\$ 563	\$ -
10.95.10.8645	Set-up Supplies	Set-up Supplies	\$ -	\$ -	\$ 340	\$ -	\$ (340)
10.95.10.8646	Cleaning Supplies	Cleaning Supplies	\$ -	\$ -	\$ 900	\$ 600	\$ (300)
10.95.10.7535	Building Maintenance & Repairs	Interior Maintenance & Repairs, painting	\$ -	\$ 175	\$ 385	\$ 385	\$ -
10.95.10.7655	Travel	Staff Travel to/fr WTC		\$ 12	\$ 400	\$ 400	\$ (0)
Total Expenditures			\$ -	\$ 187	\$ 4,288	\$ 2,448	\$ 4,101

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Veterans Memorial

Description

The Veterans Memorial Park was dedicated in 2015.

EXPENDITURES SUPPORT DATA							
Acct Code	Element/Object	Details	FY21 Actual Expenditures	FY22 Actual Expenditures	FY23 Approved Budget	FY24 Approved Budget	FY24 </>FY23 Change
Veterans Memorial Pavers 10.71.71.7246		Pavers for Veterans Memorial Park	\$ -	\$ -	\$ 8,000	\$ 8,000	\$ -
Veterans Memorial Maintenance 10.71.71.7310		Landscaping Contract (Brightview >\$9,400.00), maintenance, and electrical work	\$ 7,000	\$ 7,320	\$ 9,400	\$ 9,445	\$ 45
Total Expenditures			\$ 7,000	\$ 7,320	\$ 17,400	\$ 17,445	\$10,080



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GOLD ROOM

Description

This is an enterprise function of the City of Glenarden that operates a banquet room and kitchen which can accommodate social affairs requiring tables and chairs for up to 400 people. The facility is used for cabarets, weddings, repasts, conferences and religious services. Events are approved by Administration and supervised by a part-time Gold Room Coordinator. Event crew members provide maintenance during events. Activity is usually heavy on weekends. There is an established fee schedule for events.

PERSONNEL EXPENSES:

	Status / Detail	Full-Time Equivalents (FTEs)	FY21 Actual Expenditures	FY22 Actual Expenditures	FY23 Approved Budget	FY24 Approved Budget	FY24 </>FY23 Change
Gold Room Coordinator	FT/ Vacant	1	\$ 40,582	\$ 41,799	\$ 44,265	\$ 52,602	\$ 8,337
Event crew Chief	PT/ Vacant	0.5	\$ 6,631	\$ 14,068	\$ 14,068	\$ 21,350	\$ 7,282
Event crew member	PT/Vacant	0.5	\$ 6,028	\$ 13,072	\$ 13,072	\$ 18,980	\$ 5,908
Event crew member	PT/Vacant	0.5	\$ 6,028	\$ 13,072	\$ 13,072	\$ 18,980	\$ 5,908
Event crew member	PT/ Vacant	0.5	\$ 6,028	\$ 13,075	\$ 13,075	\$ 18,980	\$ 5,905
Social Security	@7.65%	0.5	\$ 2,573	\$ 3,637	\$ 7,463	\$ 10,013	\$ 2,551
Retirement	@2.5%	0	\$ 1,681	\$ 2,377	\$ 2,439	\$ 3,272	\$ 834
Total Personnel Expenses			\$ 71,509	\$ 101,099	\$ 107,452	\$ 144,177	\$ 6,353

OPERATING EXPENSES:

EXPENDITURES SUPPORT DATA

Account Code	Element/Object	Details	FY21 Actual Expenditures	FY22 Actual Expenditures	FY23 Approved Budget	FY24 Approved Budget	FY24 </>FY23 Change
55.70.70.7700	Licenses	Dance Hall License	\$ -	\$ -	\$ 3,500	\$ -	\$ (3,500)
55.70.70.8395	Equipment Rental Cost	Cost of - Rental Of Equipment (Chairs,			\$ 7,000	\$ 7,000	\$ -
55.70.70.8645	Set up expenses	Tablecloths, Napkins and Cups	\$ 9,000	\$ 4,800	\$ 4,800	\$ 6,000	\$ 1,200
55.70.70.8646	Cleaning Supplies	Includes mops, brooms, cleaning supplies	\$ 3,500	\$ 3,500	\$ 4,800	\$ 3,500	\$ (1,300)
55.70.70.7650	Training	Coordinator training	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ -
55.70.70.7790	Drug Screening	New Staff	\$ -	\$ -	\$ -	\$ 700	\$ 700
55.70.70.8630	Office Supplies	Office Supplies, Furniture and Equipment	\$ 1,100	\$ 1,100	\$ 1,200	\$ 1,200	\$ -
55.70.70.7630	Communications	Telephone Expense, Verizon Wireless	\$ 1,200	\$ 1,200	\$ 1,140	\$ 1,140	\$ -
55.70.70.7560	Fees-Bank	Bank Fees	\$ 2,000	\$ 2,000	\$ 500	\$ 517	\$ 17
55.70.70.7121	Maintenance - Computer System	Computer Software -(17 Hat Cloud)			\$ 1,000	\$ -	\$ (1,000)
55.70.70.8700	Depreciation Expense	Gold Room assets Depreciation Expense	\$ 5,650	\$ 5,650	\$ 5,650	\$ 5,650	\$ -
55.70.70.9910	Operation Transfer	Utilities Expense Administrative Cost	\$ 20,000	\$ -	\$ -	\$ -	\$ -
55.70.70.8450	Uniforms - Rental & Maintenance	Uniforms	\$ 660	\$ 250	\$ 600	\$ 600	\$ -
55.70.70.7520	Payroll Charges	ADP Fees	\$ -	\$ -	\$ 960	\$ 960	\$ -
55.70.70.7655	Travel	Staff Travel	\$ -	\$ -	\$ 229	\$ 229	\$ -
55.70.70.7530	Repairs and Maintenance	Electrical, plumbing and repairs and misc room maintenances, Carpet cleaning, Dry cl.	\$ 10,000	\$ 5,000	\$ 5,000	\$ 3,000	\$ (2,000)
55.70.70.7510	Marketing & Advertising	Marketing and Advertising	\$ 5,000	\$ 5,000	\$ 6,000	\$ 6,000	\$ -
55.70.70.7610	Capital Outlay	Furniture, Sound System for Gold Room	\$ 25,000	\$ 5,000	\$ 35,000	\$ -	\$ (35,000)
Total Operating Expenses			\$ 84,110	\$ 34,500	\$ 78,379	\$ 37,496	\$ 43,879
Total Expenses			\$ 155,619	\$ 135,599	\$ 185,831	\$ 181,673	\$ 50,233

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GLENARDEN FARMERS MARKET

Description

As part of the effort to eliminate the food desert effect in the city. This project is initiated to provide fresh food for its citizens and also a conduit for this citizens that are involved in the Garden Project to have a produce sold.

EXPENDITURES SUPPORT DATA						
Element/Object	Details	FY21 Actual Expenditures	FY22 Actual Expenditures	FY23 Approved Budget	FY24 Approved Budget	FY24 </>FY23 Change
20.85.85.8645	Setup Cost	\$ -	\$ -	\$ -	\$ 4,500	\$ 4,500
20.85.85.8646	Cleaning Supplies	\$ -	\$ -	\$ -	\$ 2,500	\$ 2,500
20.85.85.8360	Support Equip.	\$ -	\$ -	\$ -	\$ 3,500	\$ 3,500
20.85.85.7780	Exterminator Services	\$ -	\$ -	\$ -	\$ 1,250	\$ 1,250
20.85.85.7510	Advertising	\$ -	\$ -	\$ -	\$ 800	\$ 800
20.85.85.8640	Operating Supplies	\$ -	\$ -	\$ -	\$ 1,250	\$ 1,250
20.85.85.6310	Temporary Employment	\$ -	\$ -	\$ -	\$ 3,000	\$ 3,000
20.85.85.8613	Utility - Water	\$ -	\$ -	\$ -	\$ 2,500	\$ 2,500
20.85.85.8211	Legal Fees	\$ -	\$ -	\$ -	\$ 1,200	\$ 1,200
Total Expenditures		\$ -	\$ -	\$ -	\$ 20,500	\$ 20,500

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AMERICAN RESCUE PLAN

Description

As a part of the Federal American Rescue Plan Act (ARPA), the City has received funding from the US Treasury, through the State of Maryland, funds to support certain infrastructure improvement, such as for broadband internet, and facilities that relates to the Coronavirus Local Fiscal Recovery Funds (CLFRF). These funds are available from July 2021 to June 2026 for use.

EXPENDITURES SUPPORT DATA						
Element/Object	Details	FY21 Actual Expenditures	FY22 Actual Expenditures	FY23 Approved Budget	FY24 Approved Budget	FY24 </>FY23 Change
10.38.10.XXXX	Expenditures Relating to the Coronavirus Local Fiscal Recovery Fund allocation	\$ -	\$ -	\$ -	\$ -	\$ -
10.38.10.XXXX	Transfers to Gold Room	\$ -	\$ -	\$ 43,506	\$ 26,289	\$ (17,217)
10.38.10.XXXX	7th Street Park Exercise Court & Kids Playground	\$ -	\$ -	\$ 272,350	\$ 390,000	\$ 117,650
10.38.10.XXXX	Resident / Non-Profit Assist	\$ -	\$ -	\$ 400,000	\$ 400,000	\$ -
10.38.10.XXXX	Capital for Council Chambers	\$ -	\$ -	\$ 200,000	\$ 300,000	\$ 100,000
10.38.10.XXXX	Grant for Glenarden - HOA	\$ -	\$ -	\$ 360,000	\$ 360,000	\$ -
10.38.10.XXXX	Grant for Glenarden - Housing Authority	\$ -	\$ -	\$ -	\$ 60,000	\$ 60,000
10.38.10.XXXX	Storm Water Run-Off- Rebates to Residents Management	\$ -	\$ -	\$ -	\$ 200,000	\$ 200,000
10.38.10.XXXX	Cars - Code Enforcement	\$ -	\$ -	\$ -	\$ 40,000	\$ 40,000
10.38.10.XXXX	Call - A - Bus	\$ -	\$ -	\$ -	\$ 38,000	\$ 38,000
10.38.10.XXXX	Cars & Computers Updated - Police Cars	\$ -	\$ -	\$ -	\$ 177,758	\$ 177,758
10.38.10.XXXX	Security Cam and Doors	\$ -	\$ -	\$ -	\$ 30,000	\$ 30,000
10.38.10.XXXX	2 Lawn Mowers	\$ -	\$ -	\$ -	\$ 25,000	\$ 25,000
10.38.10.XXXX	Pickup Truck - Public Works	\$ -	\$ -	\$ -	\$ 70,000	\$ 70,000
10.38.10.XXXX	Leaf Vacuum	\$ -	\$ -	\$ -	\$ 60,000	\$ 60,000
10.38.10.XXXX	Street Paving	\$ -	\$ -	\$ -	\$ 493,679	\$ 493,679
10.38.10.XXXX	Storm Water Run-Off	\$ -	\$ -	\$ 50,000	\$ 100,000	\$ 50,000
10.38.10.XXXX	Contractor - Grant Manager	\$ -	\$ -	\$ 65,000	\$ 65,000	\$ -
10.38.10.XXXX	Capital for Speed Bump Pilot Program/Curbs, Sidewalks	\$ -	\$ -	\$ 50,000	\$ 292,350	\$ 242,350
10.38.10.XXXX	Revenue Loss - City of Glenarden (includes Back to School Vaccine Program)	\$ -	\$ -	\$ 520,000	\$ 486,498	\$ (33,502)
10.38.10.XXXX		\$ -	\$ -	\$ -	\$ -	\$ -
	Total Expenditures	\$ -	\$ -	\$ 1,960,856	\$ 3,614,574	\$ 1,653,718