

CITY OF NEW CARROLLTON



FY 2017

**ADOPTED
BUDGET**

CITY OF NEW CARROLLTON
 FISCAL YEAR 2017
 ADOPTED BUDGET
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June 8, 2016

Dear Residents:

The New Carrollton City Council worked closely with the Mayor and the Administration in reviewing the budget, making line item adjustments where we felt it was necessary, and finally accepting the Fiscal Year 2017 Budget. The budget continues to move in a positive direction with increased property assessments for all property owners. The City is in the second year of the triennial tax assessment and decided to keep the tax rate the same as the City's previous year tax rate of \$0.6652, per \$100 in assessed value.

Items of interest to residents include:

- a) The real property tax rate \$.6652 per \$100 of assessed value.
- b) Funding of approximately \$886,878 of capital items.
- c) Contingency Reserve of \$130,000 and Operating Reserve of \$150,000.
- d) Administration will add one employee for the Economic Development Department.
- e) Use of Highway User Revenue to facilitate over \$450,000 in street and sidewalk work.
- g) Full-Time Employees will now have long term disability coverage which will supplement their income if they are unable to work for a minimum of 90 days.
- h) New Carrollton will fully fund an Economic Development Department.

This budget reflects the best efforts of the Mayor, City Council, and the City's staff; and our residents will continue to receive the exceptional level of services that have afforded us our reputation as a great place to live.

Sincerely,

Sarah Potter Robbins
City Council Chairman



March 31, 2016

Honorable Chairman and Members of the City Council:

I hereby submit for your review and consideration my proposed Fiscal Year 2017 City Budget. The City has much to look forward to in the next Fiscal Year, our community continues to grow and has become a desirable place for business and new residents to locate. I am proud to present a healthy and balanced budget.

Budgetary Trends

It is my proposal in this budget to use the Real Property tax rate of \$0.6652, this budget does not reflect a tax rate increase. With costs of goods and services going up each year, the constant yield tax rate was not sufficient for the City's financial needs at the anticipated level. It is year two of the triennial tax assessments and the estimated accessible base increased 6%.

City property owners receive a tax differential on their Prince George's County tax rate, a reduction in the County rate for services provided by the City that the County is not required to perform. The tax differential is calculated annually by the County for all municipalities based on a complex formula, and is set at \$0.1222 for real property and \$0.2891 for personal property for fiscal year 2017.

Please note that in this budget I have asked the director of finance to remove the projections column. As a result this budget has a much more organized look and accounts for previous years actual numbers.

This Year's Budget Opportunities

The City is proposing to provide long term disability coverage to all full-time employees. Long term disability provides supplemental income to individuals who are unable to work for a minimum of ninety (90) days or more due to their own severe illness. Long term disability provides employees with monthly income equivalent to sixty (60) percent of their salary. If the employee is unable to return to work, the benefit will continue until the employee reaches social security full retirement age. The approximate annual cost to the City is \$17,556.48.

In an effort to increase development efforts in the City, I have fully funded the Economic Development department for FY17. Previously in FY16 the department relied almost fully on grant funds. In an effort to acknowledge our successes and opportunities, I have allocated a fair amount of funding for this department.

FY 2017 Proposed Budget Highlights

The projected total revenues are \$8,615,531. The FY 2017 operating revenues (excluding the allocation of reserves and appropriations) represent an increase of approximately \$519,761 (or 6%) over the FY 2016 adopted budget operating revenues. Projected highway user tax revenue is expected to be \$71,741. The Governor is making an increased effort to restore highway user revenues to pre-2008 levels and has allocated for a one – time grant of \$197,287, bringing the total highway user revenue to \$269,028.

Total General Fund expenditures of \$9,464,061 include the use of \$380,953 of the City's undesignated fund balance for Capital projects. \$145,893 for Streets, and \$41,684 for Sidewalks.

It is my pleasure to announce that my Administration's Proposed Budget includes a three percent (3%) Cost of Living Adjustment (COLA) for all City employees; well-deserved after holding down expenses and working to incorporate new ideas and programs. The City participates in a local government health cooperative along with other municipality and county governments. This cooperative provides the city better control over its health care expenses by implementing a quasi-self-funded health insurance program. For FY 2017, the anticipated insurance rates for the City are to rise 4.4%, or an increase of \$41,018. The City is continuing to implement a wellness program and educate its employees to help combat the rising premium costs.

For FY 2017, my Administration is proposing not to add any new staff positions. I believe the current staffing levels are sufficient to meet resident demand.

Finally, I would like to thank the City's staff, committees, and City Council for their budget input. I recommend that the City Council move favorably upon the attached budget document.

Sincerely,

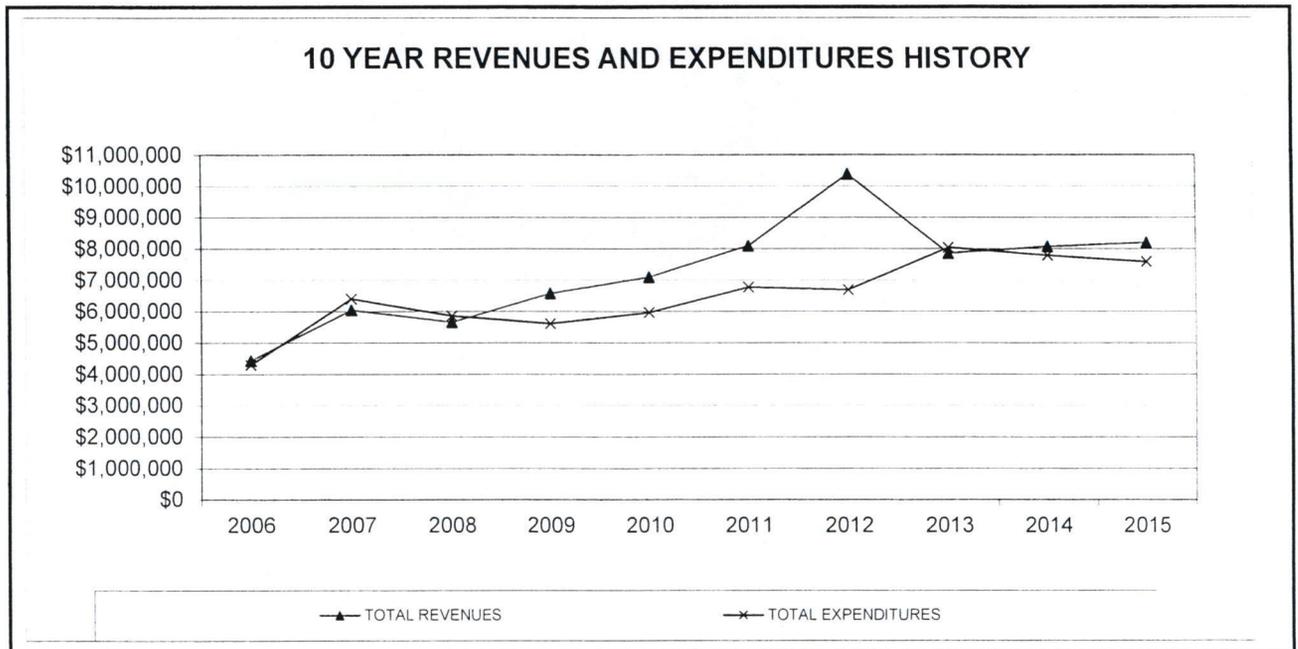


Andrew C. Hanko
Mayor

FY 2017 OPERATING BUDGET SUMMARY

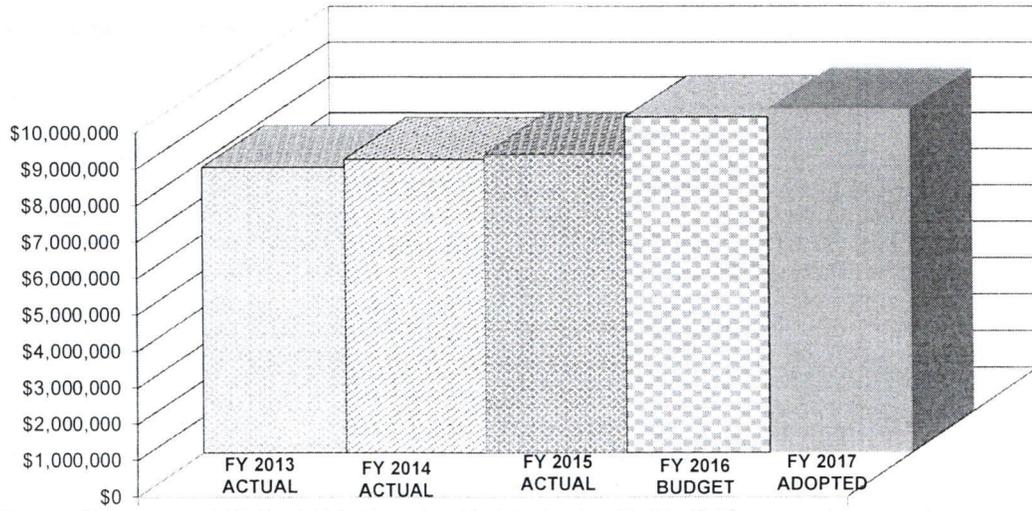
The following provides both a summary and detail for revenues, expenditures and fund balances. Included is a ten-year summary graph showing the City's revenue and expenditure history.

We have made several changes to our methods for budgeting revenues and expenses for FY 17, which we believe will improve the accuracy of the forecasts and provide better financial information for analytical purposes. We have provided three years of actuals (FY 2013, 2014, and 2015) to all reports in the budget to give us a better perspective on prior financial history.

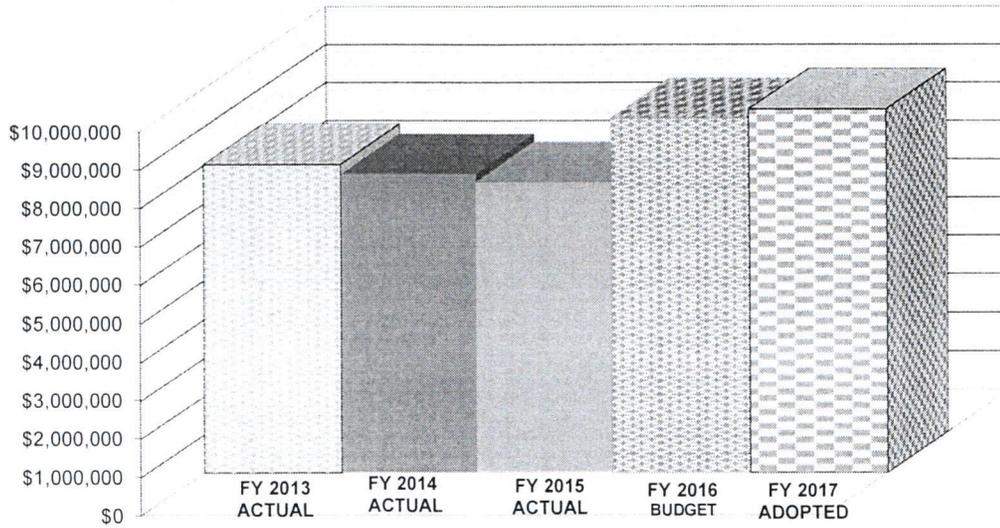




REVENUES AND RESOURCES



EXPENDITURES AND RESERVES



CITY OF NEW CARROLLTON, MARYLAND
FY 2017 BUDGET
Comparative Operating Budget Summary - General Fund

DESCRIPTION	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	BUDGET
	ACTUAL	ACTUAL	ACTUAL	BUDGET	ADOPTED	FY 2017-2016 PCT CHG
REVENUES AND RESOURCES						
Real Property	\$4,529,206	\$4,610,128	\$4,664,678	\$4,759,596	\$5,027,677	6%
Personal Property & Utilities	399,838	341,124	348,457	405,753	386,525	-5%
Interest & Penalties	4,366	13,307	11,558	9,370	9,744	4%
Business Taxes	1,453	1,515	1,795	1,500	1,588	6%
State Shared Taxes-Highway User Revenue	56,210	199,449	221,853	182,140	269,028	48%
State Shared Taxes - Income Taxes	852,000	869,426	907,333	816,562	876,253	7%
County Shared Taxes	106,958	103,752	119,220	103,487	109,977	6%
TAX REVENUES	5,950,031	6,138,701	6,274,894	6,278,408	6,680,792	6%
Licenses and Permits	206,567	221,166	248,727	207,500	225,505	9%
Grants	157,154	330,769	288,091	188,984	185,752	-2%
Revenues from Other Agencies-Cable TV	108,955	110,539	120,315	105,000	110,000	5%
Service Fees & Charges	584,624	594,632	693,188	692,773	717,738	4%
Fines & Forfeitures	711,495	525,601	527,283	492,100	631,100	28%
Other Revenues	126,680	145,978	42,019	131,005	64,644	-51%
OTHER REVENUES	1,895,475	1,928,685	1,919,623	1,817,362	1,934,739	6%
OPERATING REVENUES	7,845,506	8,067,386	8,194,517	8,095,770	8,615,531	6%
Contingency Reserve				130,000	130,000	
Appropriated Fund Balances				870,860	577,730	
Operating Reserve Carryover				139,447	150,000	
RESERVES AND APPROPRIATIONS	0	0	0	1,140,307	857,730	
TOTAL REVENUE AND RESOURCES	\$7,845,506	\$8,067,386	\$8,194,517	\$9,236,077	\$9,473,261	3%

CITY OF NEW CARROLLTON, MARYLAND
FY 2017 BUDGET
Comparative Operating Budget Summary - General Fund

DESCRIPTION	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	BUDGET
	ACTUAL	ACTUAL	ACTUAL	BUDGET	ADOPTED	FY 2017-2016 PCT CHG
EXPENDITURES AND RESERVES						
General Government	\$1,037,934	\$1,284,888	\$1,243,484	\$1,275,500	\$1,382,311	8%
Public Safety	1,680,980	1,787,518	1,899,631	2,168,245	2,224,347	3%
Public Works	1,589,350	1,657,319	1,606,625	2,049,375	2,065,083	1%
PERSONNEL COSTS	4,308,264	4,729,724	4,749,740	5,493,120	5,671,741	3%
General Government	569,061	631,220	574,593	747,052	805,318	8%
Public Safety	303,812	328,404	353,261	353,769	498,650	41%
Public Works	922,899	928,627	962,663	1,042,215	1,093,630	5%
OPERATIONS COSTS	1,795,772	1,888,251	1,890,517	2,143,036	2,397,598	12%
General Government	99,943	87,018	198,729	76,000	223,600	194%
Public Safety	158,711	95,098	164,281	249,000	7,500	-97%
Public Works	1,248,937	602,620	230,910	696,000	655,778	-6%
CAPITAL COSTS	1,507,591	784,736	593,920	1,021,000	886,878	-13%
PROGRAM EXPENDITURES	7,611,627	7,402,711	7,234,177	8,657,155	8,956,217	3%
Debt Service (Principal & Interest)	420,197	376,573	333,719	288,222	235,044	-18%
TOTAL DEBT SERVICE	420,197	376,573	333,719	288,222	235,044	-18%
Contingency Reserve Carryover				130,000	130,000	0%
Operating Reserve Carryover				150,000	150,000	0%
Other Use of Appropriations		5,674	2,000	10,700	2,000	-81%
TOTAL USE OF APPROPRIATIONS	0	5,674	2,000	290,700	282,000	
TOTAL EXPENDITURES AND RESERVES	8,031,824	7,784,958	7,569,896	9,236,077	9,473,261	3%
Surplus (Deficit)	-\$186,318	\$282,428	\$624,621	\$0	\$0	
Fund Balance, Beginning of Year	9,151,332	8,965,014	9,247,442	9,872,063	9,872,063	
Fund Balance, End of Year	\$8,965,014	\$9,247,442	\$9,872,063	\$9,872,063	\$9,872,063	

**FY 2017 BUDGET
FUND BALANCE SUMMARY
RESTRICTED AND ASSIGNED**

DESCRIPTION	AS OF 02/28/15	AS OF 02/29/16
RESTRICTED FUND BALANCE:		
Encumbrances	\$0	\$0
Weinbach Scholarship	47,867	43,733
Public Safety	155,449	87,139
Street Improvements	580,148	785,948
Designated for Cable TV Equipment	303,805	372,019
ASSIGNED FUND BALANCE:		
Designated for Street Work	461,736	601,736
Designated for Sidewalk Work	431,100	486,100
Designated for Bridge Work	112,310	112,310
Designated for Capital Outlay	0	612,447
Designated for Accrued Vacation	178,180	178,180
Designated for Vehicles & Equipment	75,053	80,449
Designated for Operating Reserve	250,000	250,000
Designated for Global Signal Proceeds	477,435	477,435
Designated Contingency Reserve Carryover	130,000	130,000
Designated Operating Reserve-Real Property	468,500	468,500
Designated for NARD Incentive Fund	1,000,000	1,000,000
Designated for Appropriation	347,980	0
UNASSIGNED FUND BALANCE		
Undesignated, Unappropriated Fund Balance	4,227,887	4,186,068
TOTAL FUND BALANCE	\$9,247,449	\$9,872,064

FUND BALANCE EXPLANATIONS:

1. **RESTRICTED FUND BALANCE:** Restrictions and limitations imposed by governments, creditors and grantors.
2. **ASSIGNED FUND BALANCE:** Intended use is established by Management and approved by the Mayor and Council designated for that purpose or by the official designated for that purpose.
3. **UNASSIGNED FUND BALANCE:** This source of funds comes from the prior year's excess revenues over expenditures excluding the restricted and assigned fund balances. It can be used for any operating use in future with the approval of council.

**WHERE FUNDS COME FROM
FY 2017 BUDGET**

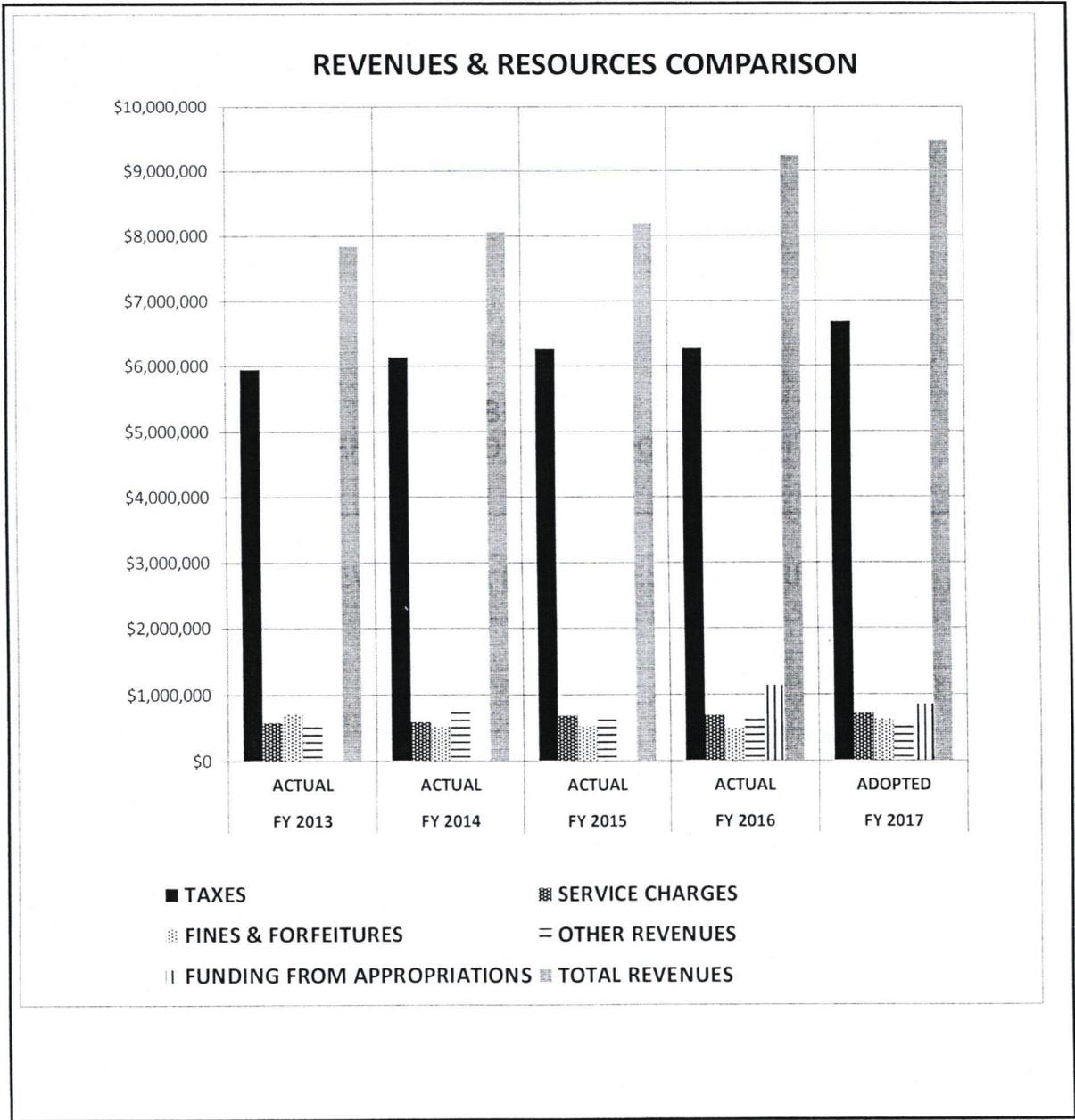
Real Estate	53.1%
Personal Property	4.1%
Interest & Penalties	0.1%
Business Taxes	0.0%
State Highway User Revenues	2.8%
State Income Taxes	9.2%
County Shared Taxes	1.2%
TOTAL TAXES	<u>70.5%</u>
Licenses & Permits	2.4%
Grants	2.0%
Revenues from Other Agencies - Cable TV	1.2%
Service Fees and Charges	7.6%
Fines & Forfeitures	6.7%
Other Revenues	0.7%
TOTAL OTHER REVENUES	<u>20.4%</u>
RESERVES AND APPROPRIATIONS	<u>9.1%</u>
TOTAL REVENUES	<u><u>100.0%</u></u>

**WHERE FUNDS GO
FY 2017 BUDGET**

Mayor & Council	0.9%
General Government Administration	14.6%
Economic Development	1.6%
Finance & Accounting	3.6%
Code Enforcement	4.6%
TOTAL GENERAL GOVERNMENT	<u>25.5%</u>
Police Administration	9.6%
Police Special Operations	2.0%
Police Patrol	15.1%
Police Parking & Animal Control	2.2%
TOTAL POLICE	<u>28.8%</u>
Public Works Administration	11.4%
Public Works Highways	11.5%
Public Works Sanitation	10.9%
Public Works Parks & Recreation	6.5%
TOTAL PUBLIC WORKS	<u>40.3%</u>
Debt Service	2.5%
Other Expenditures	0.0%
TOTAL OTHER	<u>2.5%</u>
RESERVES & APPROPRIATIONS	<u>3.0%</u>
TOTAL EXPENDITURES & RESERVES	<u><u>100.0%</u></u>



FY 2017 BUDGET REVENUES AND RESOURCES



**FY 2017 BUDGET
REVENUE AND RESOURCES
TAXES, LICENSES AND PERMITS**

ACCOUNT NUMBER	DESCRIPTION	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	BUDGET
		ACTUAL	ACTUAL	ACTUAL	BUDGET	ADOPTED	FY 2017-2016 PCT CHG
<u>GENERAL PROPERTY TAXES</u>							
01-1000-30100	Real Property	\$4,263,698	\$4,382,715	\$4,436,674	\$4,466,506	\$4,730,852	6%
01-1000-30150	Real Property - Public Safety	265,508	227,413	228,004	293,090	296,825	1%
01-1000-30200	Personal Property - Businesses	302,817	253,404	261,448	310,000	294,338	-5%
01-1000-30250	Personal Property - Public Safety	48,819	38,411	39,332	40,000	42,187	5%
01-1000-30300	Property of Railroads & Public Utilities	48,202	49,309	47,677	55,753	50,000	-10%
01-1000-30510	Penalties / Interest	4,366	13,307	11,558	9,370	9,744	4%
TOTAL GENERAL PROPERTY TAXES		\$4,933,410	\$4,964,559	\$5,024,693	\$5,174,719	\$5,423,946	5%
<u>STATE SHARED TAXES</u>							
01-1000-30650	Admissions & Amusements	1,453	1,515	1,795	1,500	1,588	6%
01-1000-31610	Highway User & Motor Vehicle Tax	56,210	199,449	221,853	182,140	269,028	48%
01-1000-31620	Income Taxes	852,000	869,426	907,333	816,562	876,253	7%
TOTAL STATE SHARED TAXES		\$909,663	\$1,070,390	\$1,130,981	\$1,000,202	\$1,146,869	15%
<u>COUNTY SHARED TAXES</u>							
01-1000-31630	P.G. County Disposal Fee Rebate	33,468	33,468	33,468	33,467	33,467	0%
01-1000-31650	Hotel / Motel Tax	73,471	70,265	85,733	70,000	76,490	9%
01-1000-31700	Payment in Lieu of Bank Stocks	19	19	19	20	20	0%
TOTAL COUNTY SHARED TAXES		\$106,958	\$103,752	\$119,220	\$103,487	\$109,977	6%
TOTAL TAXES		\$5,950,031	\$6,138,701	\$6,274,894	\$6,278,408	\$6,680,792	6%
<u>LICENSES AND PERMITS</u>							
01-1000-32100	State Traders & Peddlers	10,831	8,132	10,783	9,900	9,900	0%
01-1000-32150	City Business License	10,100	18,500	22,750	12,300	15,913	29%
01-1000-32200	XFinity Franchise Fees	93,118	95,315	106,607	92,000	98,347	7%
01-1000-32210	Verizon Cable Franchise Fees	78,748	83,884	88,602	78,000	83,745	7%
01-1000-32310	Verizon Property Lease	6,960	8,280	8,280	7,800	7,800	0%
01-1000-32320	Cricket Communication Franchise Fees	4,800	4,800	4,800	4,800	4,800	0%
01-1000-32400	Building Permit Fees	2,010	2,255	6,905	2,700	5,000	85%
TOTAL LICENSES AND PERMITS		\$206,567	\$221,166	\$248,727	\$207,500	\$225,505	9%

**FY 2017 BUDGET
REVENUE AND RESOURCES
TAXES, LICENSES AND PERMITS**

GENERAL PROPERTY TAXES

- 01-1000-30100** **Real Property:** Levied upon the assessed value of all real estate within the City.
- 01-1000-30150** **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 - Businesses:** 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** **Property of Railroads & Public Utilities:** Levied upon the inventory and domestic shares of railroads and 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, and a one-time grant amount.

01-1000-31620 **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 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 **XFINITY 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.
- 01-1000-32320** **Cricket Communication Franchise Fees:** Franchise fees agreed with Cricket Communication.
- 01-1000-32400** **Building Permit Fees:** Fees charged to issue building construction and repair permits.

**FY 2017 BUDGET
REVENUE AND RESOURCE
GRANTS FROM GOVERNMENT AND OTHER AGENCIES AND SERVICE CHARGES**

ACCOUNT NUMBER	DESCRIPTION	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	BUDGET
		ACTUAL	ACTUAL	ACTUAL	BUDGET	ADOPTED	FY 2017-2016 PCT CHG
<u>INTERGOVERNMENTAL GRANTS</u>							
01-1000-33700	State Aid for Police Protection	\$83,618	\$129,099	\$135,966	\$129,099	\$120,000	-7%
01-1000-33710	Crime Control & Prevention Grant	6,760	25,931	39,784			
01-1000-33720	Community Policing Service Grant	62,776	70,285	29,258		63,752	100%
01-1000-33730	Maryland State Highway Safety Grant					2,000	100%
01-1000-35310	School Bus Grant	4,000	4,000	4,000	4,000		-100%
01-1000-35325	Comm Dev Block Grant, Econ Develop			24,610	55,885		-100%
01-1000-35330	CP&P: Frenchman's Creek Grant		92,718	51,037			
01-1000-35335	CP&P: Dog Park Grant						
01-1000-35340	Other Miscellaneous Grants		8,736	3,436			
TOTAL INTERGOVERNMENTAL GRANTS		\$157,154	\$330,769	\$288,091	\$188,984	\$185,752	-2%
<u>REVENUE FROM OTHER AGENCIES</u>							
01-1000-35600	Cable TV Equip. Support Grant-Comcast	55,871	57,189	63,964	55,000	58,000	5%
01-1000-35620	Cable TV Equip. Support Grant-Verizon	50,084	53,350	56,351	50,000	52,000	4%
01-1000-35630	Ligit Employee Training Grant	3,000					
TOTAL REVENUE FROM OTHER AGENCIES		\$108,955	\$110,539	\$120,315	\$105,000	\$110,000	5%
<u>SERVICE CHARGES - GENERAL GOVERNMENT</u>							
01-1000-35810	Advertising Fees	7,730	7,572	5,461	3,800	3,800	0%
01-1000-35820	Municipal Center Room Rent	4,085	2,885	8,211	1,500	5,000	233%
01-1000-35845	Board of Appeals Fees		400	460	460	300	-35%
<u>SERVICE CHARGES - POLICE SERVICES</u>							
01-1000-35850	Fingerprint Fees	315					
01-1000-35860	Special Police Service Fees	28,285	40,455	28,866	30,000	30,000	0%
<u>SERVICE CHARGES - CODE ENFORCEMENT</u>							
01-1000-35910	Rental Property Inspection	212,525	216,700	284,150	270,000	300,000	11%
01-1000-35920	Property Clean up & Liens	20,017	14,953	702	21,312	15,000	-30%
<u>SERVICE CHARGES - SANITATION SERVICE</u>							
01-1000-36000	Trash Pick up Service Fees	269,050	269,050	311,638	311,638	311,638	0%
01-1000-36010	Recycling Fees	42,617	42,617	53,700	54,063	52,000	-4%
TOTAL SERVICE CHARGES		\$584,624	\$594,632	\$693,188	\$692,773	\$717,738	4%

**FY 2017 BUDGET
REVENUE AND RESOURCE**

GRANTS FROM GOVERNMENT AND OTHER AGENCIES AND 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.
- 01-1000-33730** **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 State of Maryland to provide safety environment at school bus stop.
- 01-1000-35325** **Community Dev Block Grant, Econ Develop:** A grant received from HUD to fund affordable housing, anti-poverty programs, and infrastructure development.
- 01-1000-35330** **Community Parks and Playgrounds: Frenchman's Creek Grant:** A grant received from the Department of Natural resources for the renewal and development of Frenchman's Creek Playground area.
- 01-1000-35335** **Community Parks and Playgrounds: Dog Park Grant:** A grant received from the Department of Natural resources for the development of a dog park at West Field.
- 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

Revenues Continued

facilities, studio and portable production equipment, editing equipment, program playback equipment, I-Net equipment, and dark fiber.

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 maintenance costs), or any other PEG or I-Net item eligible for capital treatment or otherwise not classified as Franchise Fee under Applicable Law.

01-1000-35630 **LGIT Employee Training Grant:** A grant received from Local Government Insurance Trust for training purposes.

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.

01-1000-35845 **Board of Appeals Fees:** Fees for hearing resident's requests for departures from County zoning and certain design standards.

SERVICE CHARGES - POLICE SERVICE

01-1000-35850 **Fingerprint Fees:** Fees charged for finger printing.

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.

**FY 2017 BUDGET
REVENUE AND RESOURCE
OTHER REVENUES, FINANCING AND FUND DESIGNATIONS**

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 ACTUAL	FY 2015 ACTUAL	FY 2016 BUDGET	BUDGET	
						FY 2017 ADOPTED	FY 2017-2016 PCT CHG
<u>FINES AND FORFEITURES</u>							
01-1000-36110	Municipal Infractions	\$1,730	\$470	\$1,200	\$1,100	\$1,100	0%
01-1000-36155	Speed Camera	295,268	141,536	155,910	111,000	250,000	125%
01-1000-36160	Vehicle Control Fines & Towing	414,497	383,595	370,173	380,000	380,000	0%
TOTAL FINES AND FORFEITURES		\$711,495	\$525,601	\$527,283	\$492,100	\$631,100	28%
<u>INTEREST AND DIVIDENDS</u>							
01-1000-36260	Interest Earned on Investments	10,941	5,787	14,716	4,236	4,236	0%
01-1000-36261	Unrealized loss/Gain in Market Value			-6,355			0%
01-1000-36270	Interest Earned on Fidelity			-5,141	10,000	10,000	0%
TOTAL INTEREST AND DIVIDENDS		\$10,941	\$5,787	\$3,220	\$14,236	\$14,236	0%
<u>OTHER REVENUES</u>							
01-1000-36300	Scrap Metal & Paper	3,485	3,558	2,478	3,522	2,000	-43%
01-1000-36320	Seized Revenues	1,115	2,420	59	1,768	1,768	0%
01-1000-36350	Right-of-Way Fees	16,140	16,140	16,140	16,140	16,140	0%
01-1000-36370	Pension Rebate	39,887	41,881		39,900		-100%
01-1000-36400	Miscellaneous Revenues	54,939	70,738	19,622	54,939	30,000	-45%
01-1000-36600	Weinbach Scholarship Grant	173	5,454	500	500	500	0%
TOTAL OTHER REVENUES		\$115,739	\$140,191	\$38,799	\$116,769	\$50,408	-57%
<u>OTHER FINANCING SOURCES</u>							
TOTAL OTHER FINANCING SOURCES		\$0	\$0	\$0	\$0	\$0	
<u>APPROPRIATED FUND BALANCES</u>							
01-1000-36750	Designated for Speed Camera						
01-1000-36760	Designated for Cable TV Equipment Grant						
01-1000-36790	Designated for Vehicle Purchase						
01-1000-36810	Designated for Street Repair				67,860	145,893	115%
01-1000-36820	Designated for Bridge Repair						
01-1000-36830	Designated for Sidewalk Repair				180,000	41,684	-77%
01-1000-36835	Capital Budget Appropriation				623,000		-100%
01-1000-36840	Contingency Reserve				130,000	130,000	0%
01-1000-36850	Undesignated Fund Balance Transfer					390,153	100%
01-1000-36900	Operating Reserve Carryover				139,447	150,000	8%
TOTAL FUNDING FROM APPROPRIATIONS		\$0	\$0	\$0	\$1,140,307	\$857,730	-25%
TOTAL REVENUES AND RESOURCES		\$7,845,506	\$8,067,386	\$8,194,517	\$9,236,077	\$9,473,261	3%

**FY 2017 BUDGET
REVENUE AND RESOURCE
OTHER REVENUES, FINANCING AND 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.
- 01-1000-36155** **Speed Camera:** Revenues from speed cameras placed at school zones.
- 01-1000-36160** **Vehicle Control Fines & Towing:** Income from the release of impounded vehicles from towing as result of Code Enforcement & Police Department efforts related to unauthorized or non-compliant motor vehicles. Also, revenue received as a result of non-moving violation citations written by Code Enforcement and the Police Department.

INTEREST AND DIVIDENDS

- 01-1000-36260** **Interest Earned on 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 comingled 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 communication cable has been buried.
- 01-1000-36370** **Pension Rebate:** Rebate from overpayment into State Retirement Pension Fund in previous years. This amount is calculated by the state after payments have been reconciled.
- 01-1000-36400** **Miscellaneous Revenues:** Revenues from sources not otherwise classified.

Revenues Continued

01-1000-36600 **Weinbach Scholarship Grant:** Proceeds received from annual fund-raisers and individual donations used to provide college scholarship assistance to deserving youth of the City.

OTHER FINANCING SOURCES

None at this time

APPROPRIATED FUND BALANCES

01-1000-36750 **Designated for Speed Camera:** Funds designated during prior years for Speed Camera. Used for Public Safety purposes only.

01-1000-36760 **Designated for Cable TV Equipment Grant:** Funds designated during prior years for improved audio/video equipment for the Public Access Channel and I-Net.

01-1000-36790 **Designated for Vehicle Purchase:** Funds designated during prior years for Vehicle purchases.

01-1000-36810 **Designated for Street Repair:** Funds designated during prior years for street repairs.

01-1000-36820 **Designated for Bridge Repair:** Funds designated during prior years for bridge repairs.

01-1000-36830 **Designated for Sidewalk Repair:** Funds designated during prior years for sidewalk repairs.

01-1000-36835 **Capital Budget Appropriation:** Funds designated during prior years for Capital purchases.

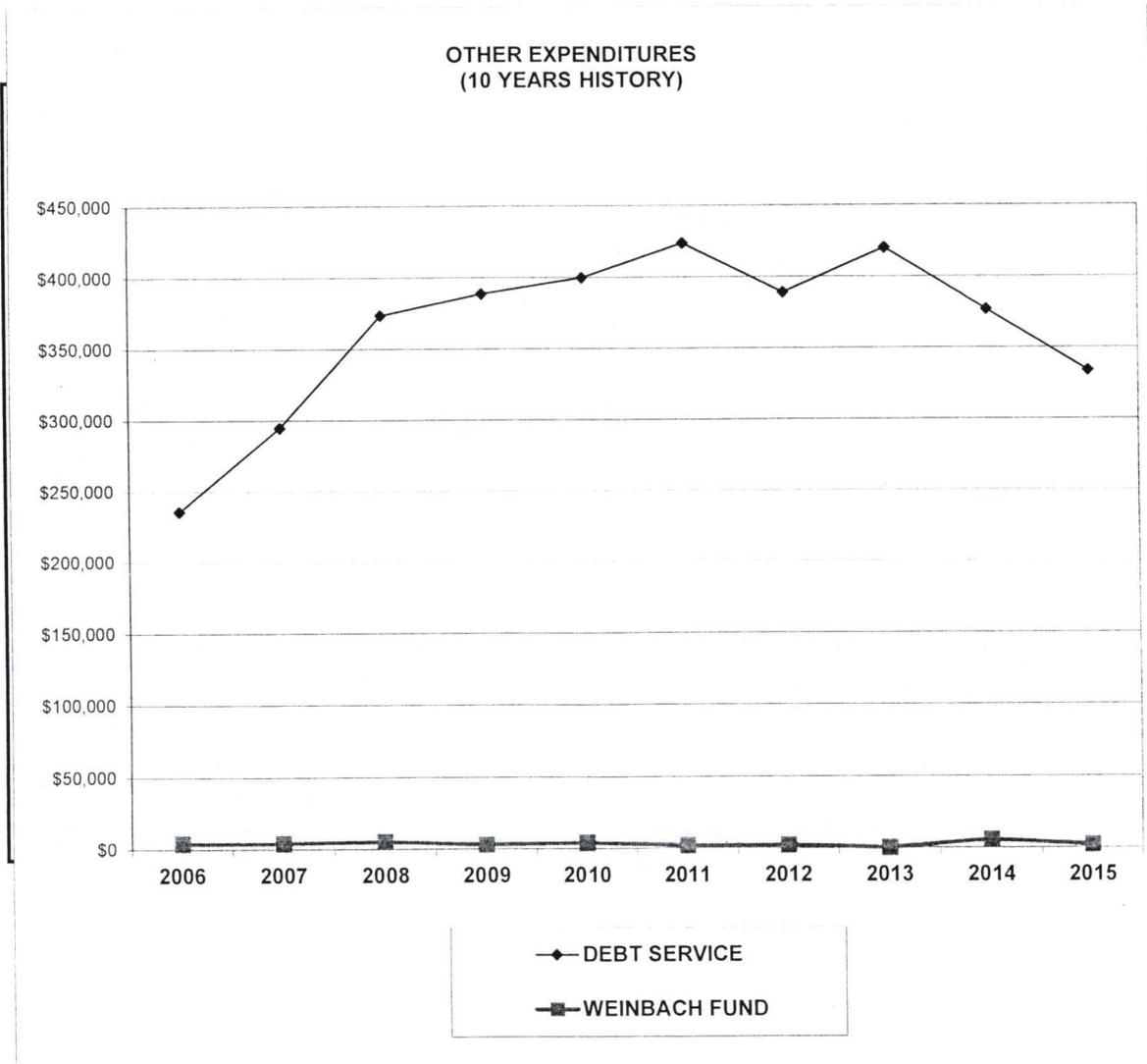
01-1000-36840 **Contingency Reserve:** Funds reserved for expenditures in the fiscal year to spend in the event of urgent situations.

01-1000-36850 **Undesignated Fund Balance Transfer:** Represents that portion of unencumbered fund balance that will be used to support the current budget.

01-1000-36900 **Operating Reserve Carryover:** 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.



**FY 2017 BUDGET
DEBT SERVICE AND FUND DESIGNATIONS**

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 ACTUAL	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2017 ADOPTED	BUDGET	
							FY 2017-2016	PCT CHG
<u>OTHER EXPENSES</u>								
01-4510-60120	Debt Serv. - Street & Bridge Principal	\$43,500	\$45,000	\$47,000	\$45,000	\$85,000		89%
01-4510-60130	Debt Serv. - Street Work Principal	68,870	70,626	72,297	72,045	76,166		6%
01-4510-60520	Debt Serv. - Street & Bridge Interest	31,840	30,013	28,123	28,122	13,419		-52%
01-4510-60530	Debt Serv. - Street Work Bond Interest	42,903	41,147	39,476	39,729	35,607		-10%
01-4510-61130	Debt Serv. - Vehicle Loan Principal FY 2008	5,636						
01-4510-61135	Debt Serv. - Vehicle Loan Principal FY 2009	43,625	7,483					
01-4510-61140	Debt Serv. - Vehicle Loan Principal FY 2010	36,241	37,700	3,212				
01-4510-61145	Debt Serv. - Vehicle Loan Principal FY 2011	64,317	65,878	67,083	27,974			-100%
01-4510-61150	Debt Serv. - Vehicle Loan Principal FY 2012	67,656	69,374	70,640	72,151	24,723		-66%
01-4510-61530	Debt Serv. - Vehicle Loan Interest FY 2008	20						
01-4510-61535	Debt Serv. - Vehicle Loan Interest FY 2009	1,546	47					
01-4510-61540	Debt Serv. - Vehicle Loan Interest FY 2010	2,415	956	10				
01-4510-61545	Debt Serv. - Vehicle Loan Interest FY 2011	4,726	3,165	1,960	794			-100%
01-4510-61550	Debt Serv. - Vehicle Loan Interest FY 2012	6,902	5,184	3,918	2,407	129		-95%
TOTAL DEBT SERVICE		420,197	376,573	333,719	288,222	235,044		-18%
01-4520-62100	Contingency Reserve Carryover				130,000	130,000		0%
01-4520-62120	Operating Reserve				150,000	150,000		0%
01-4520-62125	Operating Reserve-Speed Camera				8,700			-100%
01-4520-62135	Reserve-Cable TV Equipement Purchase							
01-4520-62140	Reserve-Highway user Revenue							
01-4520-62150	Judgements and Losses							
01-4521-62200	Weinbach Scholarship Grant		3,000	2,000	2,000	2,000		0%
01-4521-62210	Weinbach Operation & Maintenance		2,674					
TOTAL USE OF APPROPRIATIONS		0	5,674	2,000	290,700	282,000		-3%
TOTAL DEBT SERVICE AND USE OF APPROPRIATION		\$420,197	\$382,247	\$335,719	\$578,922	\$517,044		-11%

**FY 2017 BUDGET
DEBT SERVICE AND FUND DESIGNATIONS
NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS**

OTHER EXPENSES

Debt Service

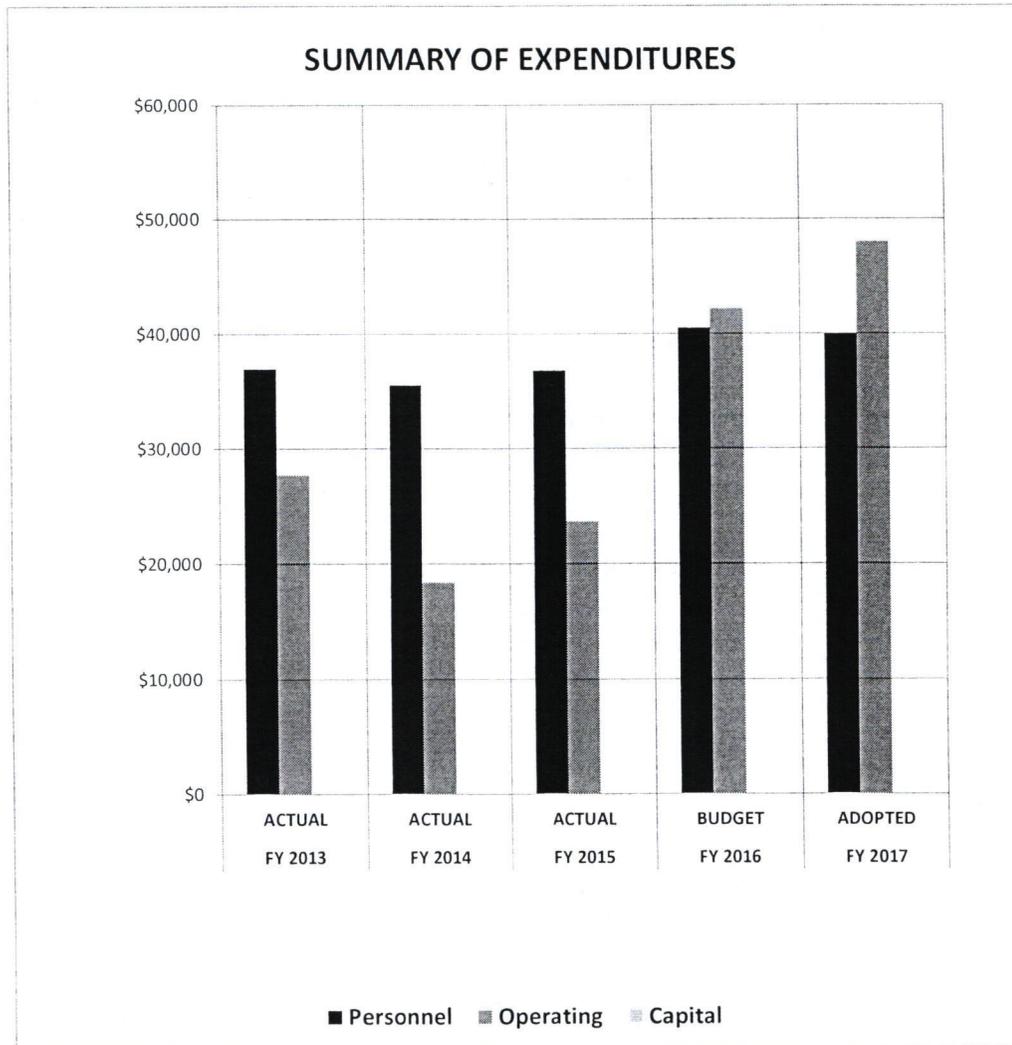
- 01-4510-60120** **Debt Serv. - Street & Bridge Principal:** Bonds for \$1,000,000 issued for the improvement and replacement of bridges and streets at 4.33%. Matures in year 2025.
- 01-4510-60130** **Debt Serv. – Street Work Principal:** Bonds for \$1,750,000 issued for the improvement of City streets at a rate of 2.52%. The bond will be fully paid 2032.
- 01-4510-60520** **Debt Serv. - Street & Bridge Interest:** Interest payable at 4.33% for the streets and bridges work.
- 01-4510-60530** **Debt Serv. – Street Work Bond Interest:** Interest payable at 2.52% for the street improvement.
- 01-4510-61130** **Debt Serv. - Vehicle Loan Principal FY 2008:** Annual principal repayment of loan \$300,000 borrowed from National City, L.L.C for the purchase of vehicles and equipment at the rate of 4.30%.
- 01-4510-61135** **Debt Serv. - Vehicle Loan Principal FY 2009:** Annual principal repayment of loan \$200,000 borrowed from National City, L.L.C for the purchase of vehicles and equipment at the rate of 4.30%.
- 01-4510-61140** **Debt Serv. - Vehicle Loan Principal FY 2010:** Annual principal repayment of loan \$175,000 borrowed from Commercial Bank for the purchase of vehicles and equipment at the rate of 6%.
- 01-4510-61145** **Debt Serv. - Vehicle Loan Principal FY 2011:** Annual principal repayment of loan \$325,000 borrowed from PNC Bank for the purchase of vehicles and equipment at the rate of 2.40%.
- 01-4510-61150** **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%.
- 01-4510-61530** **Debt Serv. - Vehicle Loan Interest FY 2008:** Annual interest payment of loan \$300,000 borrowed from National City, L.L.C for the purchase of vehicles and equipment at the rate of 4.30%.

OTHER EXPENSES (continued)

- 01-4510-61535 **Debt Serv. - Vehicle Loan Interest FY 2009:** Annual interest payment of loan \$200,000 borrowed from National City, L.L.C for the purchase of vehicles and equipment at the rate of 4.30%.
- 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%.
- 01-4510-61545 **Debt Serv. - Vehicle Loan Interest FY 2011:** Annual interest payment of loan \$325,000 borrowed from a commercial Bank for the purchase of vehicles and equipment at the rate of 2.40%.
- 01-4510-61550 **Debt Serv. - Vehicle Loan Interest FY 2012:** Annual interest payment of loan \$325,000 borrowed from a commercial Bank for the purchase of vehicles and equipment at the rate of 2.40%.
- Appropriations
- 01-4520-62100 **Contingency Reserve Carryover:** 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]
- 01-4520-62125 **Operating Reserve-Speed Camera:** Estimated speed camera revenue excess set aside for public safety projects, in the event of any shortage occurring during the year.
- 01-4520-62135 **Reserve-Cable TV Equipment Purchase:** Amount reserved for the purchase of Cable TV Equipment from equipment grant collected.
- 01-4520-62140 **Reserve-Highway user Revenue:** Estimated highway user revenue collectable assigned for future street repair and maintenance.
- 01-4520-62150 **Judgments and Losses:** Reserves allocated for uninsured losses.
- 01-4521-62200 **Weinbach Scholarship Grant:** Scholarships awarded to New Carrollton Scholars.
- 01-4521-62210 **Weinbach Operations & Maintenance:** Funds used to carry out the fund raising and administration for the actual grant fund.

GENERAL GOVERNMENT: MAYOR AND COUNCIL

MISSION STATEMENT: The mission of the Mayor's office is to provide the administrative leadership 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.



**FY 2017 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION**

FUNCTION - GENERAL GOVERNMENT

ACTIVITY - MAYOR AND COUNCIL

ACCOUNT NUMBER	DESCRIPTION	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	BUDGET
		ACTUAL	ACTUAL	ACTUAL	BUDGET	ADOPTED	FY 2017-2016 PCT CHG
<u>PERSONNEL EXPENSES</u>							
01-1110-45000	Mayor	\$7,200	\$7,200	\$7,200	\$7,200	\$7,200	0%
01-1110-45100	Council	24,000	22,400	24,000	24,000	24,000	0%
01-1110-45250	Treasurer				3,000	3,000	0%
01-1110-46300	F. I. C. A.	2,387	2,264	2,387	2,616	2,616	0%
01-1110-47000	Worker's Compensation	314	289	266	292	292	0%
01-1110-48000	Retirement / Pension	3,085	3,400	2,947	3,420	2,868	-16%
Total Personnel Expenses		\$36,986	\$35,553	\$36,800	\$40,528	\$39,976	-1%

POSITIONS

General Government

Mayor	1	1	1	1	1
Council Members	5	5	5	5	5
Treasurer	0	0	0	1	1
Total Executive & Legislative Pos	6	6	6	7	7

**FY 2017 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION
NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS**

FUNCTION - GENERAL GOVERNMENT

**ACTIVITY - MAYOR AND COUNCIL
PERSONNEL EXPENSES**

01-1110-45000	Mayor: Annual salary for Mayor.
01-1110-45100	Council: Annual salary for Council members.
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.
01-1110-47000	Worker's Compensation: Provides care for employees injured on the job.
01-1110-48000	Retirement / Pension: State Retirement and Pension System.

FY 2017 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION

FUNCTION - GENERAL GOVERNMENT

ACTIVITY - MAYOR AND COUNCIL

ACCOUNT NUMBER	DESCRIPTION	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	BUDGET
		ACTUAL	ACTUAL	ACTUAL	BUDGET	ADOPTED	FY 2017-2016 PCT CHG
OPERATING EXPENSES							
01-1110-52520	Office Supplies & Printing	\$834	\$537	\$137	\$686	\$700	2%
01-1110-53510	Dues & Subscriptions	215	495	570	355	355	0%
01-1110-53540	Travel & Meetings	16,576	11,640	12,888	20,500	20,500	0%
01-1110-54010	Telephones						
01-1110-54020	Cell Phones	55	413	1,173	413	1,200	191%
01-1110-54300	Fire Department Grant	5,000	5,000	5,000	7,000	7,000	0%
01-1110-54310	Youth Activities Grant	5,000		3,842	5,000	10,000	100%
01-1110-54320	Boys & Girls Club Grant				7,500	7,500	0%
01-1110-54450	Neighborhood Watch						
01-1110-54620	Welcome Committee	55	299	55	750	750	0%
Total Operating Expenses		\$27,735	\$18,384	\$23,665	\$42,204	\$48,005	14%

**FY 2017 BUDGET
EXPENDITURES BY OBJECT AND 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.
- 01-1110-53540** **Travel & Meetings:** Expenses incurred by Mayor & Council while on official City business including the annual Mayor-Council retreat; mileage, parking, tolls, and accommodations.
- 01-1110-54010** **Telephones:** Monthly expense incurred in the use of office telephones including long distance calls. (Consolidated under Administration starting FY 2016.)
- 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.
- 01-1110-54450** **Neighborhood Watch:** Funding for operating citywide program to diminish crime.
- 01-1110-54620** **Welcome Committee:** Cost of supplies to provide welcome packages for new residents.

FY 2017 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION

FUNCTION - GENERAL GOVERNMENT

ACTIVITY - MAYOR AND COUNCIL

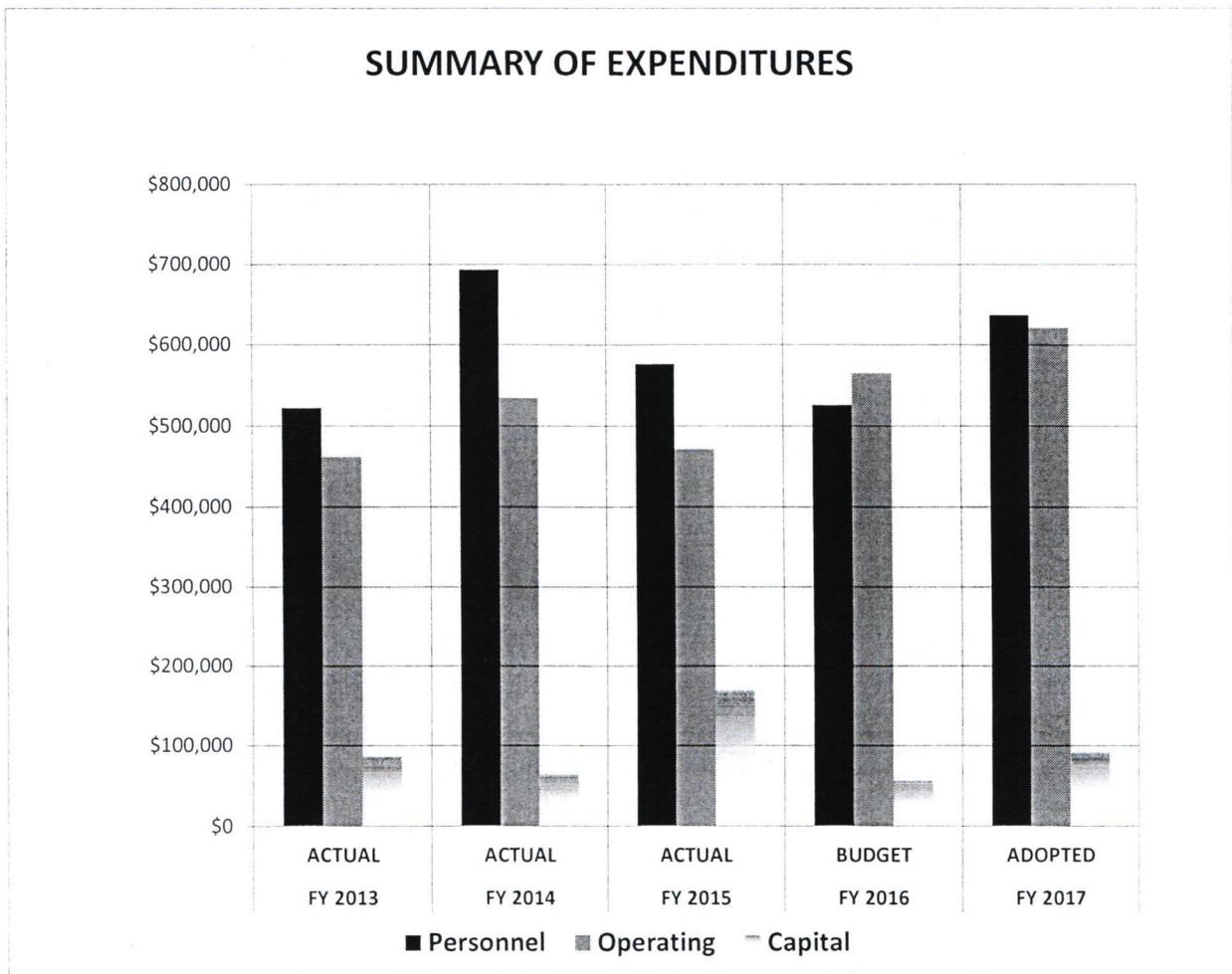
ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 ACTUAL	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2017 ADOPTED	BUDGET FY 2017-2016 PCT CHG
<u>CAPITAL OUTLAY</u>							
	Total Capital Expenses	\$0	\$0	\$0	\$0	\$0	
TOTAL MAYOR & COUNCIL		\$64,721	\$53,937	\$60,465	\$82,732	\$87,981	46%

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 for 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 enforce the health and safety codes and ordinances of the City of New Carrollton in a thorough, unbiased and efficient manner.
3. To provide the public with timely, relevant information via a multitude of mediums.



**FY 2017 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION**

FUNCTION - GENERAL GOVERNMENT

ACTIVITY - ADMINISTRATION

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 ACTUAL	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2017 ADOPTED	BUDGET
							FY 2017-2016 PCT CHG
<u>PERSONNEL EXPENSES</u>							
01-1510-45200	Administrative Officer	\$3,536	\$75,758	\$90,875	\$95,000	\$110,000	16%
01-1510-45210	Acting Administrative Officer	79,372	2,774				
01-1510-45250	Treasurer	1,800	3,000	3,000			
01-1510-45400	Employee Services	254,254	335,176	324,993	358,959	343,892	-4%
01-1510-45525	Cable TV Operators			6,183	6,778	6,778	0%
01-1510-45650	Overtime - Employee Services	3,203	141	770	952	1,000	5%
01-1510-46300	F.I.C.A.	26,375	32,502	31,993	34,785	35,356	2%
01-1510-46500	Health & Life Insurance	48,837	39,971	80,429	97,629	91,113	-7%
01-1510-46502	Health & Life Ins - Employee Contrib			-	(122,219)	-	-100%
01-1510-46600	Health Insurance - Previous Plan	66,296	159,722				
01-1510-46700	Employee Assistance Program		3,500	4,030	4,030		-100%
01-1510-47000	Worker's Compensation	7,504	7,420	3,998	6,104	3,861	-37%
01-1510-48000	Retirement/Pension	30,829	33,523	30,140	43,860	40,411	-8%
01-1510-48010	Life and LTD					4,728	100%
	Total Personnel Expenses	\$522,006	\$693,487	\$576,411	\$525,878	\$637,139	21%

POSITIONS

Full -Time

Administrative Officer	1	0	1	1	1
Acting Administrative Officer	0	1	0	0	0
Human Resource Coordinator	0	0	1	1	1
Asst. Administrative Officer	1	1	1	1	1
City Clerk	1	1	1	1	1
Administrative Assistant	1	1	1	1	1
Janitor	1	2	2	2	2
Total Full -Time	5	6	7	7	7

Part-Time

City Treasurer	1	1	1	0	0
Evening Security	2	1	1	1	1
Recording Secretary	1	1	1	0	0
Senior Van Driver	1	1	0	0	0
Cable TV Operators	5	5	3	3	3
Human Resources Intern/ Parks	0	0	0	1	0
Total Part - Time	10	9	6	5	4
Total Gen. Govt. Admin. Positions	15	15	13	12	11

**FY 2017 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION
NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS**

FUNCTION - GENERAL GOVERNMENT

**ACTIVITY – ADMINISTRATION
PERSONNEL EXPENSES**

01-1510-45200	Administrative Officer: Annual salary.
01-1510-45210	Acting Administrative Officer: Annual salary allocated to Acting Administrative Officer.
01-1510-45250	Treasurer: Annual compensation (Moved to Mayor & Council FY 2016).
01-1510-45400	Employee Services: Salaries and accruals 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: Funds available for work performed beyond regular work week for Administration.
01-1510-46300	F.I.C.A.: Federal Insurance Contribution Act.
01-1510-46500	Health & Life Insurance: Provides group health, and dental insurance for employees. (Life insurance moved to Life and LTD FY 2017.)
01-1510-46502	Health & Life Ins- Employee Contribution: Employee contribution towards health and life insurance includes contribution from employees of all departments (Moved to each Department and included with Health Insurance FY 2017).
01-1510-46600	Health Insurance Previous Plan: City paid deductible under an HRA insurance plan.
01-1510-46700	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).
01-1510-47000	Worker's 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.

**FY 2017 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION**

FUNCTION - GENERAL GOVERNMENT

ACTIVITY - ADMINISTRATION

ACCOUNT NUMBER	DESCRIPTION	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	BUDGET
		ACTUAL	ACTUAL	ACTUAL	BUDGET	ADOPTED	FY 2017-2016 PCT CHG
<u>OPERATING EXPENSES</u>							
G.G. Admin							
01-1510-50200	Computer & IT Support	\$39,417	\$41,710	\$48,036	\$49,700	\$50,000	1%
01-1510-50220	Website & E-Mail Services	5,072	6,417	6,171	7,000	7,000	0%
01-1510-50300	Legal Services	50,314	75,523	51,754	51,500	51,500	0%
01-1510-50320	Engineering Services		1,904	4,020	15,000	5,000	-67%
01-1510-50325	Consulting Services	6,000	13,780			1,000	100%
01-1510-50330	Temporary Office Support					16,000	100%
01-1510-50400	Advertising	9,519	10,078	4,482	7,000	7,000	0%
01-1510-50430	Cable Television Operations	225	100	22,673	55,000	55,000	0%
01-1510-50450	City Newsletter	33,123	31,933	36,246	36,000	38,000	6%
01-1510-50460	HVAC System Cleaning			664			
01-1510-50700	General Liability Insurance	5,387	8,000	11,543	10,700	11,342	6%
01-1510-50710	Auto Insurance	3,941	6,753	3,922	4,000	4,600	15%
01-1510-50720	Public Officials Liability & Bonding	12,500	11,943	13,943	15,000	20,000	33%
01-1510-50750	Equipment Maintenance Contracts	10,318	12,284	12,203	18,000	18,000	0%
01-1510-50760	Office Equip Maintenance Contracts	4,295	3,826	4,575	3,800	10,800	184%
01-1510-52100	Building Maintenance & Repair	64,712	90,932	52,793	71,000	71,000	0%
01-1510-52110	Office Equipment Maint. & Repair	861	1,130		1,000	1,000	0%
01-1510-52130	Vehicle Operations & Maintenance	2,587	1,584	3,327	2,600	2,600	0%
01-1510-52140	Vehicle Gasoline Use	2,325	2,798	3,651	2,500	2,500	0%
01-1510-52500	Computer Supplies	4,799	3,230	2,290	4,500	3,500	-22%
01-1510-52510	Pantry Supplies	3,976	4,277	3,466	4,500	4,700	4%
01-1510-52520	Office Supplies & Printing	14,875	13,738	12,048	15,000	15,000	0%
01-1510-52550	Janitorial Supplies	8,418	9,419	5,371	8,700	9,500	9%
01-1510-53510	Dues & Subscriptions	16,620	14,596	13,653	15,500	15,500	0%
01-1510-53520	Employee Training	1,224	1,850	5,428	7,000	7,000	0%
01-1510-53540	Travel & Meetings	4,346	4,452	6,041	6,000	6,000	0%
01-1510-53550	Empl Substance Testing & Physicals	581	1,040	922			
01-1510-53560	Employee Gifts -Special Occasions	8,550	7,407	7,652		1,500	100%
01-1510-53570	Uniforms	1,777	2,223	1,748	1,800		-100%
01-1510-54010	Telephones	6,162	6,987	5,173	11,100	7,060	-36%
01-1510-54020	Cell Phones	2,998	3,481	4,603	4,000	5,000	25%
01-1510-54050	Utility -Electricity	29,368	26,050	28,789	29,000	29,000	0%
01-1510-54060	Utility - Natural Gas	9,632	10,791	10,021	9,500	10,000	5%
01-1510-54070	Utility - Water	4,817	4,942	8,347	5,500	7,000	27%
01-1510-54080	Postage Meter & Courier Services	9,198	10,413	5,742	11,000	5,000	-55%
01-1510-54150	Upkeep of Hanko Building	11,369	13,489	15,114	11,700	19,303	65%
01-1510-54420	Economic Dev. /Annexation	29,960	35,890	13,917			
01-1510-54430	Election	10,886	2,649	11,263	15,186	17,000	12%
01-1510-54445	Community Promotion	21,224	20,332	13,381	14,000	21,000	50%
01-1510-54470	Ordinance Recodification	7,292	5,914	5,748	6,500	6,500	0%
01-1510-54480	General Code DVD	1,468	343	317			
01-1510-54550	Miscellaneous	1,535	10,484	10,067	10,500	10,500	0%
	SUBTOTAL G.G. ADMIN	\$461,671	\$534,692	\$471,104	\$540,786	\$572,405	6%

**FY 2017 BUDGET
EXPENDITURES BY OBJECT AND 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** **Legal Services:** Fees for the City's legal counsel and related costs.
- 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:** 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).
- 01-1510-50450** **City Newsletter:** Printing and postage of the City's distributed newsletter.
- 01-1510-50460** **HVAC System Cleaning:** To clean all ten outflow units located on the roof of the Municipal Center and to disinfect heating and air conditioning systems.
- 01-1510-50700** **General Liability Insurance:** General insurance mainly covers the City's buildings, inventories, etc.
- 01-1510-50710** **Auto Insurance:** Policies protecting the City in the event of claims for bodily injuries and property damages due to auto accidents.

General Government Operating Expense Continued

- 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 Maint. & 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.
- 01-1510-53550** **Employee Substance Testing & Physicals:** Provides for random testing to detect substance abuse and pre-employment physicals. (Consolidated under Human Resources starting FY 2016.)
- 01-1510-53560** **Employee Gifts - Special Occasions:** Funds allocated for employee gifts for special occasions such as bereavement, employment anniversaries, retirement functions, etc. for Administration Department.
- 01-1510-53570** **Uniforms:** Costs of uniform items necessary during the discharge of duties.
- 01-1510-54010** **Telephones:** Monthly expense incurred in the use of office telephones including long distance calls.
- 01-1510-54020** **Cell Phones:** Monthly expense incurred in the use of cell phones including long distance calls.
- 01-1510-54050** **Utility - Electricity:** Electricity used to maintain the day to day operations of City facilities.
- 01-1510-54060** **Utility - Natural Gas:** Gas used to maintain the day to day operations of City facilities.
- 01-1510-54070** **Utility – Water:** Water used to maintain the day to day operation of the City.
- 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 Hanko Building:** Heating, cooling, water, gas and electric for the Hanko Building. Also includes funds for repairs or any improvements.
- 01-1510-54420** **Economic Dev./Annexation:** Costs related to legal, surveying, and engineering fees for potential annexations of property into the City and expenses related to economic development activities.

General Government Operating Expense Continued

- 01-1510-54430** **Election:** Voting machine rental, election ads, annual compensation for members of Board of Elections, clerk-hire allowance, office supplies, printing, and expenses for any special elections.
- 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.
- 01-1510-54470** **Ordinance Recodification:** Ongoing reorganization and enhancement of the City's existing Code of Ordinances through a private firm to clarify local laws. This includes printing and annual revisions.
- 01-1510-54480** **General Code DVD:** For the City Clerk to do in-house code and charter searches.
- 01-1510-54550** **Miscellaneous:** Expenditures that cannot be logically classified under other categories.

**FY 2017 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION**

FUNCTION - GENERAL GOVERNMENT

ACTIVITY - ADMINISTRATION

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 ACTUAL	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2017 ADOPTED	BUDGET
							FY 2017-2016 PCT CHG
<u>OPERATING EXPENSES</u>							
<u>Human Resources</u>							
01-1530-46700	Employee Assistance Program					\$5,500	100%
01-1530-46710	Flexible Spending Account					1,075	100%
01-1530-46730	Education Reimbursements					10,000	100%
01-1530-50400	Advertising				2,500	2,500	0%
01-1530-52520	Office Supplies and Printing					750	100%
01-1530-53510	Dues & Subscriptions				1,500	750	-50%
01-1530-53520	Employee Training				5,000	4,000	-20%
01-1530-53540	Travel & Meetings				750	750	0%
01-1530-53560	Employee Gifts/Spec Occasions				8,500	13,000	53%
01-1530-53580	Pre-Employment Screenings				3,325	1,308	-61%
01-1530-53590	Post-Employment Screenings				1,130	4,380	288%
01-1530-53600	Wellness Programs				1,620	4,850	199%
	SUBTOTAL HUMAN RESOURCES	\$0	\$0	\$0	\$24,325	\$48,863	101%
	Total Operating Expenses	\$461,671	\$534,692	\$471,104	\$565,111	\$621,268	10%

FY 2017 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION
NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS

FUNCTION - GENERAL GOVERNMENT

ACTIVITY - ADMINISTRATION

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 aren't covered on medical, dental, or vision plan).
- 01-1530-46730** **Education Reimbursements:** This program provides educational assistance based on the City's policy.
- 01-1530-50400** **Advertising:** Cost associated of publication of help wanted ads.
- 01-1530-52520** **Office Supplies & Printing:** Stationery, miscellaneous office supplies and materials necessary for the operations of the Administration Offices.
- 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 city-wide employee training, such as workplace harassment and supervisory training, also professional development for HR.
- 01-1530-53540** **Travel & Meetings:** Expenses incurred for attendance at 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.
- 01-1530-53590** **Post-Employment Screenings:** Cost of current employee testing.

General Government – Human Resources Operating Expense Continued

01-1530-53600 **Wellness Programs:** Cost for employer to have activities or policies in place to support healthy behavior and/or improve health outcomes.

**FY 2017 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION**

FUNCTION - GENERAL GOVERNMENT

ACTIVITY - ADMINISTRATION

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 ACTUAL	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2017 ADOPTED	BUDGET FY 2017-2016 PCT CHG
<u>CAPITAL OUTLAY</u>							
<u>Human Resources</u>							
01-1530-58110	Software					\$3,600	100%
01-1530-58340	Compensation Study					32,000	100%
SUBTOTAL HUMAN RESOURCES		\$0	\$0	\$0	\$0	\$35,600	100%

**FY 2017 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION
NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS**

FUNCTION - GENERAL GOVERNMENT

ACTIVITY - ADMINISTRATION

Human Resources Capital Expenses

01-1530-58110 **Software:** Employee and New Applicant tracking system

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.

**FY 2017 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION**

FUNCTION - GENERAL GOVERNMENT

ACTIVITY - ADMINISTRATION

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 ACTUAL	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2017 ADOPTED	BUDGET
							FY 2017-2016 PCT CHG
<u>CAPITAL OUTLAY</u>							
01-1510-57020	City Hall Entrance Sign		\$3,033				
01-1510-57100	Vehicle-Car			23,113		-	
01-1510-58050	Furniture & Fixtures	3,285	17,711		2,000	2,500	25%
01-1510-58100	Computers & Office Equipment	5,350			5,000	5,000	0%
01-1510-58102	Building Maint Equipment					5,000	100%
01-1510-58120	Website					30,000	100%
01-1510-58220	Generator & Trailer	23,291	3,200				
01-1510-58250	Cable TV Equipment Grant	55,273	30,496	22,885	50,000	50,000	0%
01-1510-58300	New Telephone System		10,700				
01-1510-58320	Municipal Center Alarm			26,349			
01-1510-58340	Municipal Center Building Assessment			97,342			
SUBTOTAL G.G. ADMIN		\$87,199	\$65,140	\$169,689	\$57,000	\$92,500	62%
Total Capital Expenses		\$87,199	\$65,140	\$169,689	\$57,000	\$128,100	125%
TOTAL GENERAL GOVERNMENT ADMINISTRATION		\$1,070,876	\$1,293,319	\$1,217,204	\$1,147,989	\$1,386,507	21%

**FY 2017 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION
NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS**

FUNCTION - GENERAL GOVERNMENT

ACTIVITY - ADMINISTRATION

Capital Expenses

01-1510-57020	City Hall Entrance Sign: Replacement of the Municipal Center entrance sign.
01-1510-57100	Vehicle-Car: Purchase of a car(s) for the Administration Department.
01-1510-58050	Furniture & Fixtures: Purchase of new office furniture.
01-1510-58100	Computers & Office Equipment: Purchase of new computers, continued upgrades, and Maintenance of the Municipal Center's computer system.
01-1510-58102	Building Maint. 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.
01-1510-58220	Generator & Trailer: Purchase and installation of used generator with trailer to produce electricity in the event of electrical problem.
01-1510-58250	Cable TV Equipment Grant: Funds allocated for expenses related to the Comcast/Verizon Cable TV Equipment grant revenues.
01-1510-58300	New Telephone System: To purchase and replace the old telephone system.
01-1510-58320	Municipal Center Alarm: To purchase and replace fire alarm system.
01-1510-58340	Municipal Center Building Needs Analysis: Funds allocated to do a needs analysis study on the municipal center.

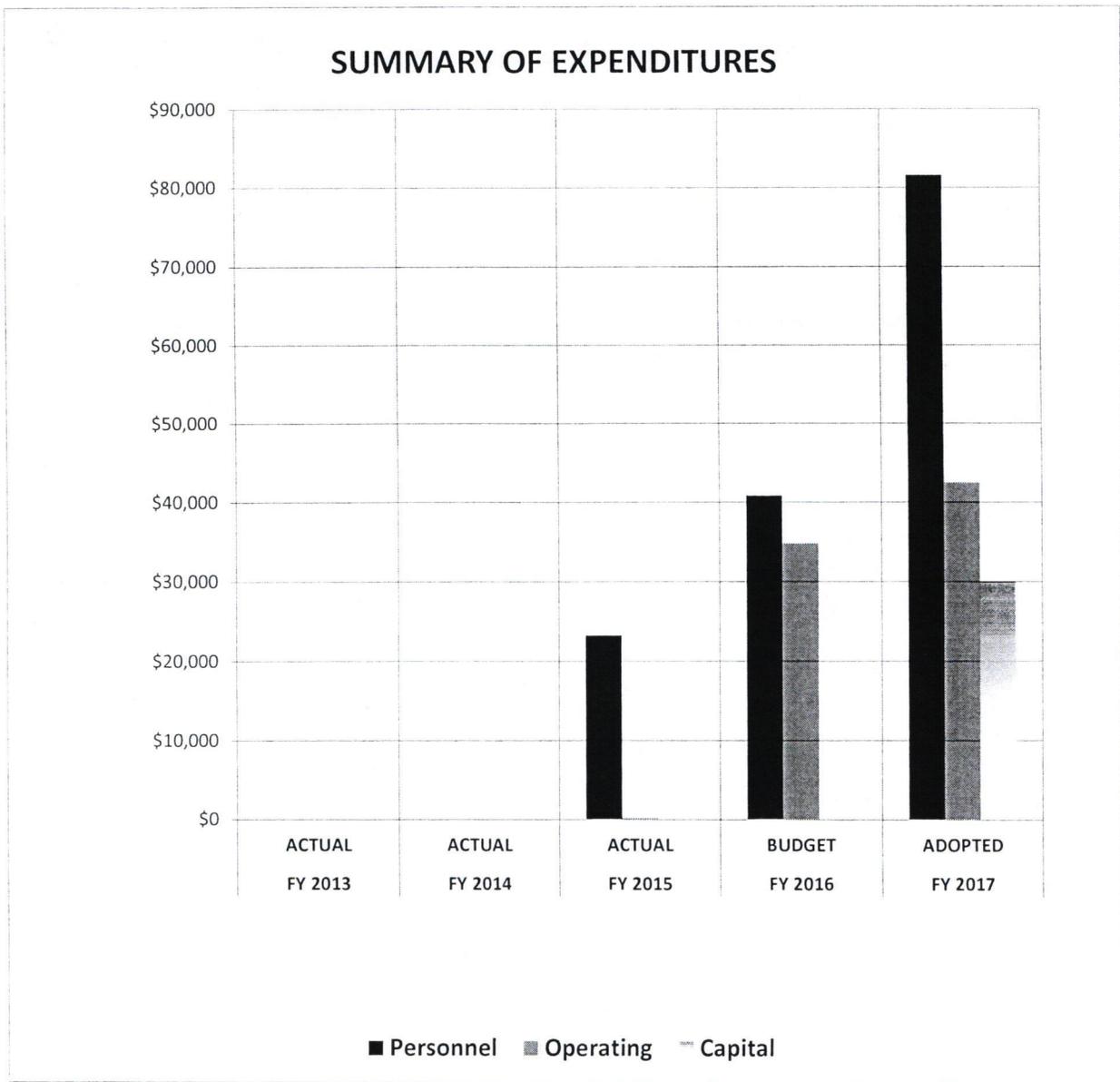


GENERAL GOVERNMENT: ECONOMIC DEVELOPMENT

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.



**FY 2017 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION**

FUNCTION - GENERAL GOVERNMENT

ACTIVITY - ECONOMIC DEVELOPMENT

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 ACTUAL	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2017 ADOPTED	BUDGET
							FY 2017-2016 PCT CHG
<u>PERSONNEL EXPENSES</u>							
01-1520-45400	Employee Services			\$22,309	\$27,885	\$55,000	97%
01-1520-46300	F.I.C.A.			1,644	2,091	3,940	88%
01-1520-46500	Health & Life Insurance			-654	7,945	16,643	109%
01-1520-47000	Worker's Compensation				139	1,232	786%
01-1520-48000	Retirement/Pension				2,788	4,265	53%
01-1520-48010	Life and LTD					510	100%
	Total Personnel Expenses	\$0	\$0	\$23,299	\$40,848	\$81,590	100%

POSITIONS

Full -Time

Economic Development Coordinator	0	0	0	1	1
<u>Total Econ. Development Positions</u>	0	0	0	1	1

**FY 2017 BUDGET
EXPENDITURES BY OBJECT AND 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.
01-1520-46500	Health & Life Insurance: Provides group health, and dental insurance for employees. (Life insurance moved to Life and LTD FY 2017.)
01-1520-47000	Worker's Compensation: Provides care for employees injured on the job.
01-1520-48000	Retirement / Pension: State Retirement and Pension System.
01-1520-48010	Life and LTD: Provides life insurance, and long term disability for employees.

FY 2017 BUDGET

EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION

FUNCTION - GENERAL GOVERNMENT

ACTIVITY - ECONOMIC DEVELOPMENT

ACCOUNT NUMBER	DESCRIPTION	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	BUDGET
		ACTUAL	ACTUAL	ACTUAL	BUDGET	ADOPTED	FY 2017-2016 PCT CHG
<u>OPERATING EXPENSES</u>							
01-1520-50325	Consulting Services (Contracted Services)					\$3,000	100%
01-1520-50340	Neighborhood Design Center				335		-100%
01-1520-50400	Advertising (Marketing & Promotion)					15,000	100%
01-1520-50820	Landscaping Service Fees				3,551		-100%
01-1520-52530	Market Study Supplies			101	469	-	-100%
01-1520-52540	Signs & Installation Fees				9,380		-100%
01-1520-52545	Banners				6,030	-	-100%
01-1520-53520	Employee Training (Professional Development)					4,000	100%
01-1520-53540	Travel and Meetings					9,000	100%
01-1520-54420	Economic Development (Non-Grant)			75	15,000	-	-100%
01-1520-54445	Community Promotion					11,500	100%
Total Operating Expenses		\$0	\$0	\$176	\$34,765	\$42,500	22%

FY 2017 BUDGET
EXPENDITURES BY OBJECT AND 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.
- 01-1520-50400** **Advertising (Marketing & Promotion):** Expenses to pay for design, distribution and media buys to generate investment interest and opportunities in New Carrollton.
- 01-1520-50820** **Landscaping Service Fees:** Landscaping expenses for new areas of development.
- 01-1520-52530** **Market Study Supplies:** Expenses for gathering of facts, data, observations, and trends for locations of development.
- 01-1520-52540** **Signs & Installation Fees:** Expenses for Econ Development signs.
- 01-1520-52545** **Banners:** Expenses for Econ. Development banners.
- 01-1520-53520** **Employee Training (Professional Development):** Expenses to pay for memberships to professional organizations and 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 is neighboring municipalities and county agencies.
- 01-1520-54420** **Economic Development (Non-Grant):** Economic Development expenses that are not covered by CDBG funds such as conferences, business development, branding materials, and the Economic Development website cost.
- 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. Continue New Carrollton Business Association (e.g., annual website hosting fee, production and printing of materials, promotions, prizes, outreach, etc.).

**FY 2017 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION**

FUNCTION - GENERAL GOVERNMENT

ACTIVITY - ECONOMIC DEVELOPMENT

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 ACTUAL	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2017 ADOPTED	BUDGET
							FY 2017-2016 PCT CHG
<u>CAPITAL OUTLAY</u>							
01-1520-58190	Banners					\$ 30,000	100%
Total Capital Expenses		\$0	\$0	\$0	\$0	\$30,000	100%
TOTAL G.G. ECONOMIC DEVELOPMENT		\$0	\$0	\$23,475	\$75,613	\$154,090	104%

FY 2017 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION
NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS

FUNCTION - GENERAL GOVERNMENT

ACTIVITY - ECONOMIC DEVELOPMENT
CAPITAL EXPENSES

01-1520-58190 **Banners:** Expenses to complete the design, purchase, production and installation of the banners partly funded by the Community Development Block Grant PY40.

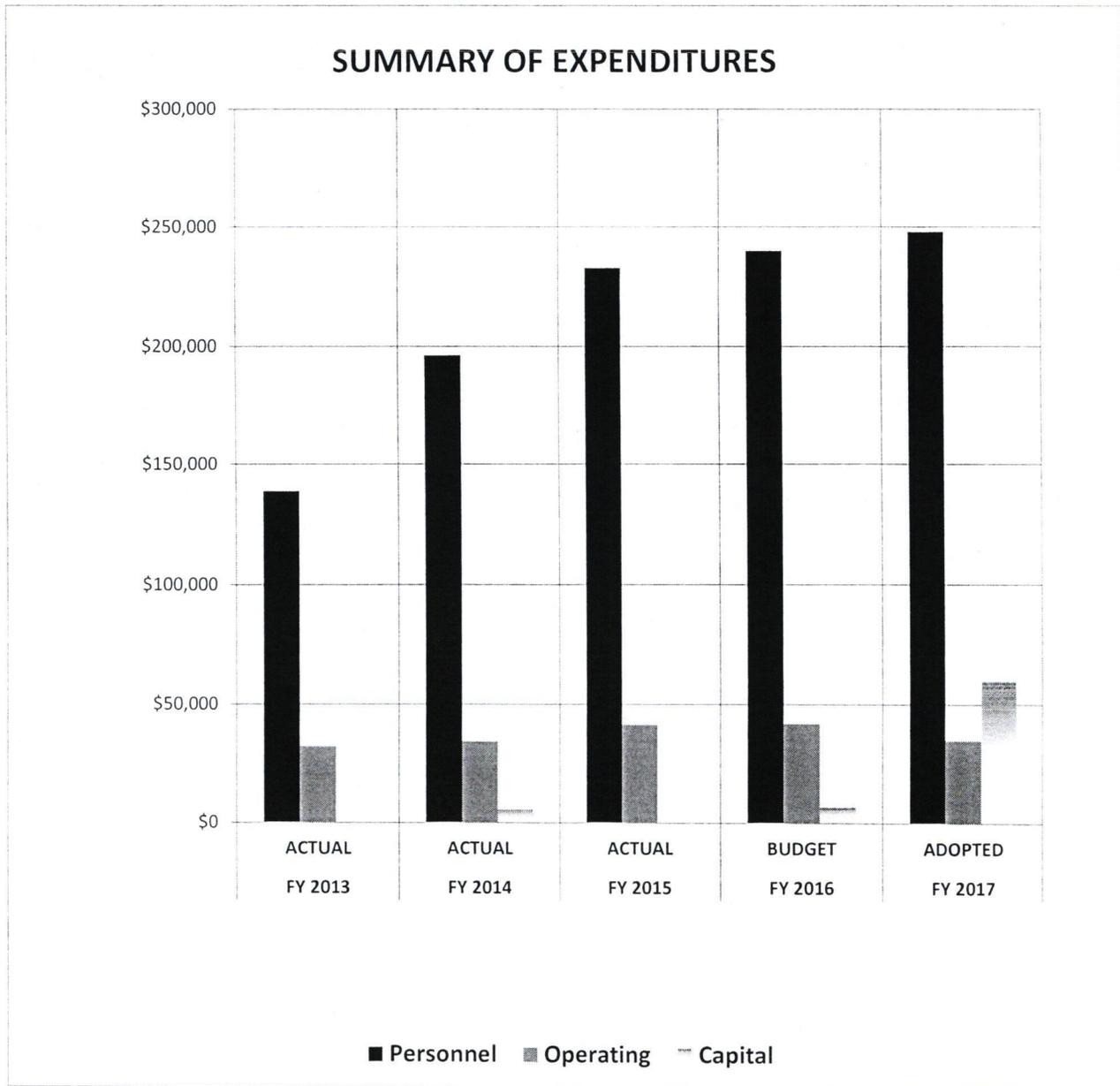


GENERAL GOVERNMENT: OFFICE OF FINANCE AND ACCOUNTING

MISSION STATEMENT: The mission of the Office of Finance and Accounting is dedicated to professionalism in maximizing available resources and in delivering creative and innovative financial resources 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.



**FY 2017 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION**

FUNCTION - FINANCIAL ADMINISTRATION

ACTIVITY - FINANCE AND ACCOUNTING

ACCOUNT NUMBER	DESCRIPTION	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	BUDGET
		ACTUAL	ACTUAL	ACTUAL	BUDGET	ADOPTED	FY 2017-2016 PCT CHG
<u>PERSONNEL EXPENSES</u>							
01-2010-45400	Employee Services	\$108,623	\$156,567	\$179,547	\$177,128	\$181,690	3%
01-2010-45650	Overtime - Employee Services			1,662	750	1,000	33%
01-2010-46300	F.I.C.A.	8,350	11,939	13,408	13,203	13,899	5%
01-2010-46500	Health & Life Insurance	11,973	14,689	22,745	31,507	34,235	9%
01-2010-47000	Worker's Compensation	422	486	415	470	432	-8%
01-2010-48000	Retirement / Pension	9,319	12,555	15,119	16,898	14,964	-11%
01-2010-48010	Life and LTD					1,750	100%
	Total Personnel Expenses	\$138,687	\$196,236	\$232,896	\$239,956	\$247,970	3%

POSITIONS

Full-Time

Director of Finance & Accounting	1	1	1	1	1
Staff Accountant	0	0	1	1	1
Accounting Clerk	0	0	1	1	1
Total Full-Time	1	1	3	3	3

Part-Time

Accounting Clerks	1	1	0	0	0
Total Part-Time	1	1	0	0	0
Total Accounting Positions	2	2	3	3	3

FY 2017 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION
NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS

FUNCTION - FINANCIAL ADMINISTRATION

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 work week. |
| 01-2010-46300 | F.I.C.A.: Federal Insurance Contribution Act. |
| 01-2010-46500 | Health & Life Insurance: Provides group health, and dental insurance for employees. (Life insurance moved to Life and LTD FY 2017.) |
| 01-2010-47000 | Worker's 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. |

**FY 2017 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION**

FUNCTION - FINANCIAL ADMINISTRATION

ACTIVITY - FINANCE & ACCOUNTING

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 ACTUAL	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2017 ADOPTED	BUDGET FY 2017-2016 PCT CHG
<u>OPERATING EXPENSES</u>							
01-2010-50110	Auditing Services	\$17,604	\$18,479	\$18,856	\$20,000	\$20,000	0%
01-2010-50200	Computer Support	5,068	5,250	6,406	8,500	1,000	-88%
01-2010-52500	Computer Supplies	1,162	309	405	962	962	0%
01-2010-52520	Office Supplies & Printing	2,331	2,481	4,737	2,521	3,000	19%
01-2010-53130	Small Equipment						
01-2010-53510	Dues & Subscriptions	979	804	983	900	900	0%
01-2010-53520	Employee Training	950	2,000	5,241	3,000	4,000	33%
01-2010-53540	Travel & Meetings	148	982	786	3,500	2,500	-29%
01-2010-54010	Telephone	1,918	1,889	1,589			
01-2010-54020	Cell Phones			345			
01-2010-54400	Credit Card Service Fees	1,740	1,467	1,230	1,900	2,000	5%
01-2010-54550	Miscellaneous	349	590	932	583	583	0%
	Total Operating Expenses	\$32,249	\$34,251	\$41,510	\$41,866	\$34,945	-17%

**FY 2017 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION
NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS**

FUNCTION - FINANCIAL ADMINISTRATION

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 Support: Payments for the use of proprietary accounting software and for professional technical assistance. |
| 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, and materials necessary for the operations of the finance office. |
| 01-2010-53130 | Small Equipment: Small equipment needed for the finance and accounting 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 annual MML convention. Auto mileage, registration fees, meals, parking, tolls, and accommodations are examples of reimbursable expenses. |
| 01-2010-54010 | Telephone: Monthly telephone charges and other repair or maintenance costs of telephones in the accounting office. (Consolidated under Administration starting FY 2016.) |
| 01-2010-54020 | Cell Phones: Monthly expense incurred in the use of cell phones including long distance calls (eliminated). |
| 01-2010-54400 | Credit Card Service Fees: Monthly fees and commissions incurred for receiving revenues from residents and businesses through credit card payments. |
| 01-2010-54550 | Miscellaneous: Expenditures that cannot be logically classified under other categories. |

**FY 2017 BUDGET
EXPENDITURE BY OBJECT AND PROGRAM CLASSIFICATION**

FUNCTION - FINANCE ADMINISTRATION

ACTIVITY - FINANCE AND ACCOUNTING

ACCOUNT NUMBER	DESCRIPTION	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	BUDGET
		ACTUAL	ACTUAL	ACTUAL	BUDGET	ADOPTED	FY 2017-2016 PCT CHG
<u>CAPITAL OUTLAY</u>							
01-2010-58050	Furniture & Fixtures				\$3,000	\$1,000	-67%
01-2010-58100	Computers	1,108	2,492		4,000	1,000	-75%
01-2010-58110	Software		3,095			58,000	100%
	Total Capital Expenses	\$1,108	\$5,587	\$0	\$7,000	\$60,000	757%
TOTAL FINANCE & ADMINISTRATION		\$172,044	\$236,074	\$274,406	\$288,822	\$342,915	19%

**FY 2017 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION
NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS**

FUNCTION - FINANCIAL ADMINISTRATION

ACTIVITY - FINANCE AND ACCOUNTING

Capital Outlay

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

01-2010-58100 Computers: Computer Replacement.

01-2010-58110 Software: New Accounting and Payroll Software.

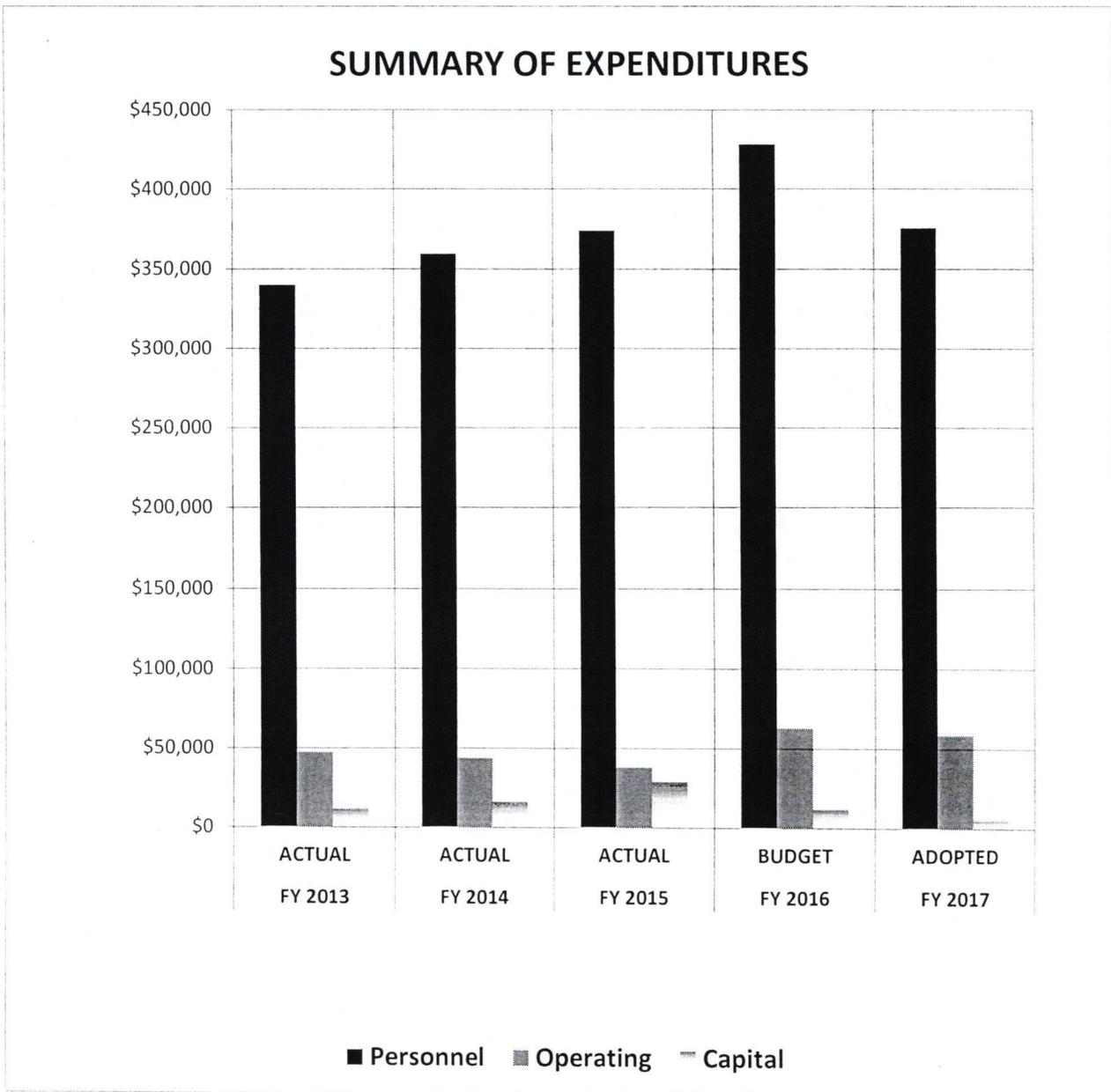


GENERAL GOVERNMENT: CODE ENFORCEMENT SERVICES

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:

1. 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.



**FY 2017 BUDGET
EXPENDITURE BY OBJECT AND PROGRAM CLASSIFICATION**

FUNCTION -GENERAL GOVERNMENT

ACTIVITY - CODE ENFORCEMENT

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 ACTUAL	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2017 ADOPTED	BUDGET
							FY 2017-2016 PCT CHG
<u>PERSONNEL EXPENSES</u>							
01-2510-45400	Employee Services	\$245,464	\$262,267	\$263,906	\$274,035	\$273,557	0%
01-2510-45650	Overtime			767		1,500	100%
01-2510-46300	F.I.C.A.	18,425	19,729	19,163	19,799	20,912	6%
01-2510-46500	Health & Life Insurance	40,776	40,195	57,748	98,224	51,843	-47%
01-2510-47000	Worker's Compensation	12,291	11,245	9,025	10,198	8,045	-21%
01-2510-48000	Retirement / Pension	23,299	26,176	23,469	26,033	17,063	-34%
01-2510-48010	Life and LTD					2,716	100%
Total Personnel Expenses		\$340,255	\$359,612	\$374,078	\$428,289	\$375,636	-12%
<u>POSITIONS</u>							
<u>Full-Time</u>							
	Code Enforcement Director	1	1	1	1	1	
	Asst. Code Enforcement Director	1	1	1	1	0	
	Code Enforcement Officer(s)	2	2	2	2	3	
	Code Enforcement Admin. Asst.	0	1	1	1	1	
	Total Full-Time	4	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>	5	6	6	6	6	

FY 2017 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION
NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS

FUNCTION - GENERAL GOVERNMENT

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: Overtime appropriated to Code Enforcement Employees.
01-2510-46300	F.I.C.A.: Federal Insurance Contribution Act.
01-2510-46500	Health & Life Insurance: Provides group health, and dental insurance for employees. (Life insurance moved to Life and LTD FY 2017.)
01-2510-47000	Worker's 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.

**FY 2017 BUDGET
EXPENDITURE BY OBJECT AND PROGRAM CLASSIFICATION**

FUNCTION - GENERAL GOVERNMENT

ACTIVITY - CODE ENFORCEMENT

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 ACTUAL	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2017 ADOPTED	BUDGET
							FY 2017-2016 PCT CHG
<u>OPERATING EXPENSES</u>							
01-2510-50200	Computer Support				\$6,000		-100%
01-2510-50820	Property Clean-Up	17,423	13,365	9,111	21,891	22,000	0%
01-2510-52130	Vehicle Operation & Maintenance	592	3,503	1,517	3,800	4,000	5%
01-2510-52140	Vehicle Gasoline Use	12,814	12,038	7,390	12,795	13,000	2%
01-2510-52190	Insect & Mosquito Control	500	475	1,569	1,600	1,600	0%
01-2510-52500	Computer Supplies	1,170	1,011	1,344	2,000	500	-75%
01-2510-52520	Office Supplies & Printing	4,295	3,689	4,916	4,320	5,000	16%
01-2510-52530	Field Supplies	1,295	1,371	1,048	1,450	1,400	-3%
01-2510-52540	Signs, Notices & Permits	754		1,180	450	700	56%
01-2510-53130	Small Tools						
01-2510-53510	Dues & Subscriptions	390	390	390	500	700	40%
01-2510-53520	Employee Training	645		692	1,500	2,500	67%
01-2510-53540	Travel & Meetings	1,442	978	882	1,000	1,400	40%
01-2510-53550	Empl Substance Testing & Physicals	160	573	226			
01-2510-53570	Uniforms	1,254	1,276	1,062	1,300	1,300	0%
01-2510-54010	Telephones	1,201	1,337	2,384			
01-2510-54020	Cell Phones	3,426	3,808	4,021	4,000	4,000	0%
01-2510-54550	Miscellaneous	45	79	406	500	500	0%
Total Operating Expenses		\$47,406	\$43,893	\$38,138	\$63,106	\$58,600	-7%

FY 2017 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION
NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS

FUNCTION - GENERAL GOVERNMENT

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 Operation & 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 Prince George's County and the State of Maryland.
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, 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.
01-2510-53130	Small Tools: Small equipment needed for code enforcement.
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.

General Government Operating Expense Continued

- 01-2510-53540** **Travel & Meetings:** Expenses incurred by employees while on official City business; including court attendance expenses, mileage, parking, tolls, accommodations, etc.
- 01-2510-53550** **Employee Substance Testing & Physicals:** Provides for random testing to detect substance abuse and pre-employment physicals. (Consolidated under Human Resources starting FY 2016.)
- 01-2510-53570** **Uniforms:** Costs of uniform items necessary during the discharge of duties.
- 01-2510-54010** **Telephones:** Monthly expense incurred in the use of office telephones including long distance calls. (Consolidated under Administration starting FY 2016.)
- 01-2510-54020** **Cell Phones:** Monthly expenses incurred in the use of departmental cell phones.
- 01-2510-54550** **Miscellaneous:** Expenditures that cannot be logically classified under other categories.

**FY 2017 BUDGET
EXPENDITURE BY OBJECT AND PROGRAM CLASSIFICATION**

FUNCTION - GENERAL GOVERNMENT

ACTIVITY - CODE ENFORCEMENT

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 ACTUAL	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2017 ADOPTED	BUDGET FY 2017-2016 PCT CHG
<u>CAPITAL OUTLAY</u>							
01-2510-57100	Vehicle		\$16,291				
01-2510-58100	Computers			5,808	12,000	1,500	-88%
01-2510-58110	Code Enforcement Software	11,636		23,232		4,000	100%
Total Capital Expenses		<u>\$11,636</u>	<u>\$16,291</u>	<u>\$29,040</u>	<u>\$12,000</u>	<u>\$5,500</u>	<u>-54%</u>
TOTAL PUBLIC HEALTH - CODE ENFORCEMENT		<u>\$399,297</u>	<u>\$419,796</u>	<u>\$441,256</u>	<u>\$503,395</u>	<u>\$439,736</u>	<u>-13%</u>

**FY 2017 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION
NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS**

FUNCTION - GENERAL GOVERNMENT

ACTIVITY - CODE ENFORCEMENT

CAPITAL EXPENSES

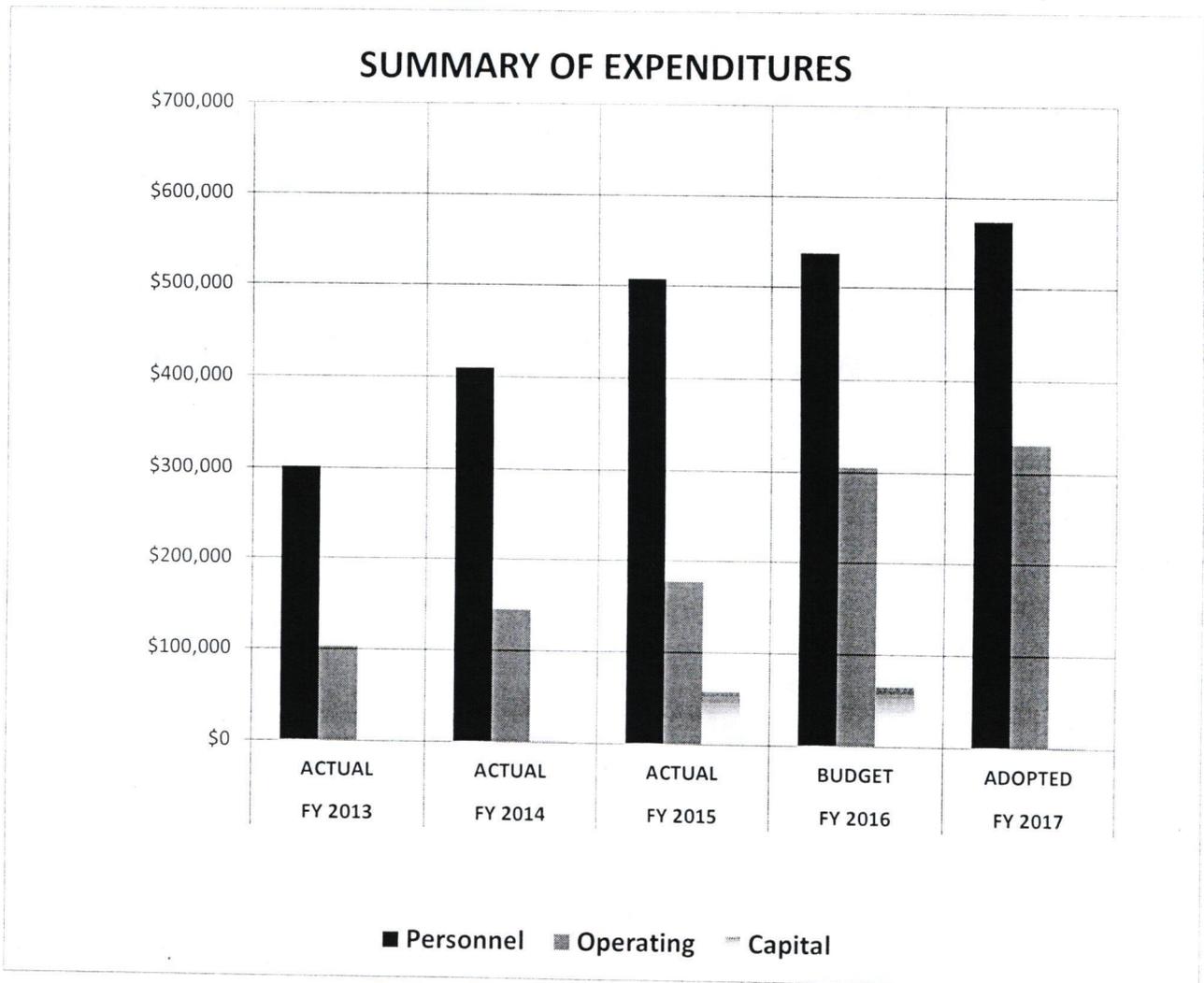
01-2510-57100	Vehicle: To replace old existing Code Enforcement vehicle.
01-2510-58100	Computers: Computer replacement.
01-2510-58110	Code Enforcement Software: To purchase new Code Enforcement Software

PUBLIC SAFETY POLICE ADMINISTRATION

MISSION STATEMENT: The Police Administration is responsible for the oversight of all aspects of the New Carrollton Police Department including the Operations Division and the Support Services Division. Police Administration is responsible for the 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 and Records Section and has direct supervision over the Records Manager, including the City security Programs and records maintenance. The Administration maintains and manages staff services necessary to engage in these activities.

PROGRAM GOALS:

1. To enforce the safety codes 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 Departments under the Police Administration.



**FY 2017 BUDGET
EXPENDITURE BY OBJECT AND PROGRAM CLASSIFICATION**

FUNCTION - PUBLIC SAFETY

ACTIVITY - POLICE ADMINISTRATION

ACCOUNT NUMBER	DESCRIPTION	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	BUDGET
		ACTUAL	ACTUAL	ACTUAL	BUDGET	ADOPTED	FY 2017-2016 PCT CHG
<u>PERSONNEL EXPENSES</u>							
01-3010-45300	Police Chief	\$78,393	\$79,493	\$89,667	\$90,000	\$92,359	3%
01-3010-45400	Employee Services	143,335	225,127	276,106	283,987	303,354	7%
01-3010-45650	Overtime - Employee Services	756	2,632	4,241	3,569	5,000	40%
01-3010-46300	F.I.C.A.	16,699	23,056	27,593	28,612	30,196	6%
01-3010-46500	Health & Life Insurance	30,621	32,448	56,810	72,334	87,873	21%
01-3010-47000	Worker's Compensation	14,954	17,843	20,678	23,299	18,938	-19%
01-3010-48000	Retirement / Pension	16,603	29,130	32,597	35,868	32,274	-10%
01-3010-48010	Life and LTD					3,679	100%
	Total Personnel Expenses	\$301,361	\$409,728	\$507,692	\$537,669	\$573,673	7%

POSITIONS

Full-Time

Police Chief	1	1	1	1	1
Police Captain	0	0	1	1	1
Police Lieutenant	1	0	0	0	0
Police Sergeant-C.I.D	0	1	1	1	1
Administrative Asst.	2	2	3	3	3

Part-Time

Admin Asst for Chief					1
Property Officer	0	0	1	1	0
Total Police Admin. Positions	4	4	7	7	7

**FY 2017 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION
NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS**

FUNCTION - PUBLIC SAFETY

**ACTIVITY - POLICE ADMINISTRATION
PERSONNEL EXPENSES**

01-3010-45300	Police Chief: Annual salary.
01-3010-45400	Employee Services: Salaries and accruals of Administrative Employees.
01-3010-45650	Overtime - Employees Services: Funds available for work performed beyond regular work week for Administrative Employees.
01-3010-46300	F.I.C.A.: Federal Insurance Contribution Act.
01-3010-46500	Health & Life Insurance: Provides group health, and dental insurance for employees. (Life Insurance moved to Life and LTD FY 2017.)
01-3010-47000	Worker's 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.

**FY 2017 BUDGET
EXPENDITURE BY OBJECT AND PROGRAM CLASSIFICATION**

FUNCTION - PUBLIC SAFETY

ACTIVITY - POLICE ADMINISTRATION

ACCOUNT NUMBER	DESCRIPTION	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	BUDGET
		ACTUAL	ACTUAL	ACTUAL	BUDGET	ADOPTED	FY 2017-2016 PCT CHG
<u>OPERATING EXPENSES</u>							
01-3010-50700	General Liability Insurance		\$25,291	\$28,672	\$29,000	\$35,000	21%
01-3010-50710	Auto Insurance		22,545	19,500	18,000	24,000	33%
01-3010-52100	Building Maintenance & Repair			17,934	9,326	10,000	7%
01-3010-52110	Office Equipment Maint. & Repair	349	1,534	745	1,239	2,500	102%
01-3010-52130	Vehicle Operation & Maintenance	4,571	6,009	7,574	34,000	43,000	26%
01-3010-52140	Vehicle Gasoline Use	9,474	9,284	8,716	67,000	60,000	-10%
01-3010-52500	Computer Supplies	1,433	1,522	712	1,371	2,000	46%
01-3010-52510	Pantry Supplies	1,374	2,118	1,618	3,000	3,000	0%
01-3010-52520	Office Supplies & Printing	4,878	2,757	4,270	8,000	8,000	0%
01-3010-53130	Small Equipment		651	1,365			
01-3010-53510	Dues & Subscriptions	775	1,366	1,470	1,557	2,000	28%
01-3010-53520	Employee Training	4,496	514	1,823	2,000	4,000	100%
01-3010-53540	Travel & Meetings	2,490	2,436	4,247	3,206	4,000	25%
01-3010-53550	Pre-Employment and Mental Wellness	35	982	226		8,600	100%
01-3010-53570	Uniforms	2,855	2,803	1,169	25,100	30,000	20%
01-3010-54010	Telephones	1,826	1,514	1,589	7,200	7,800	8%
01-3010-54020	Cell Phones	3,243	5,443	10,156	30,600	34,000	11%
01-3010-54080	Courier Services	1,380	1,763	1,256	1,854	2,000	8%
01-3010-54445	Community Promotion			8,859	10,000	15,000	50%
01-3010-54450	Neighborhood Watch	3,578			2,000	2,000	0%
01-3010-54495	Vehicle Control Fine - Service Fees	59,187	53,958	53,554	48,914	30,000	-39%
01-3010-54550	Miscellaneous	906	1,895	1,942	2,177	5,000	130%
Total Operating Expenses		\$102,850	\$144,385	\$177,397	\$305,544	\$331,900	9%

FY 2017 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION
NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS

FUNCTION - PUBLIC SAFETY

ACTIVITY - POLICE ADMINISTRATION

Operating Expenses

- | | |
|----------------------|---|
| 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. |
| 01-3010-52100 | 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.). |
| 01-3010-52110 | Office Equipment Maint. & 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. |
| 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. |
| 01-3010-53130 | Small Equipment: Small equipment needed for the Police Force. |
| 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. |

Public Safety Operating Expense Continued

- 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.
- 01-3010-54010** **Telephones:** Monthly expenses incurred in the use of office telephones including long distance calls.
- 01-3010-54020** **Cell Phones:** Monthly expenses incurred in the use of cell phones.
- 01-3010-54080** **Courier Services:** Cost of courier service to deliver important letters and packets.
- 01-3010-54445** **Community Promotion:** National Night Out, Santa with a badge, and NCPD Awards Banquet.
- 01-3010-54450** **Neighborhood Watch:** Expenses incurred with organizing citizens to prevent crime and vandalism prevention.
- 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.
- 01-3010-54550** **Miscellaneous:** Expenditures that cannot be logically classified under other categories.

**FY 2017 BUDGET
EXPENDITURE BY OBJECT AND PROGRAM CLASSIFICATION**

FUNCTION - PUBLIC SAFETY

ACTIVITY - POLICE ADMINISTRATION

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 ACTUAL	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2017 ADOPTED	BUDGET FY 2017-2016 PCT CHG
<u>CAPITAL OUTLAY</u>							
01-3010-57100	Vehicles			\$9,363	\$25,000	\$0	-100%
01-3010-58000	Furniture & Fixtures					2,500	100%
01-3010-58100	Computers		790	24,514	4,500	5,000	11%
01-3010-58120	Body Camera		1,629		6,000		-100%
01-3010-58130	Live Scan Finger Print System			23,793			
01-3010-58140	Highway Message Trailer				30,000		-100%
	Total Capital Expenses	\$0	\$2,419	\$57,670	\$65,500	\$7,500	-89%
TOTAL POLICE ADMINISTRATION		\$404,211	\$556,532	\$742,759	\$908,713	\$913,073	0%

**FY 2017 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION
NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS**

FUNCTION - PUBLIC SAFETY

ACTIVITY - POLICE ADMINISTRATION

CAPITAL EXPENSES

01-3010-57100	Vehicles: Purchase of vehicle(s) for the police force.
01-3010-58000	Furniture & Fixtures: Furniture Replacement.
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.

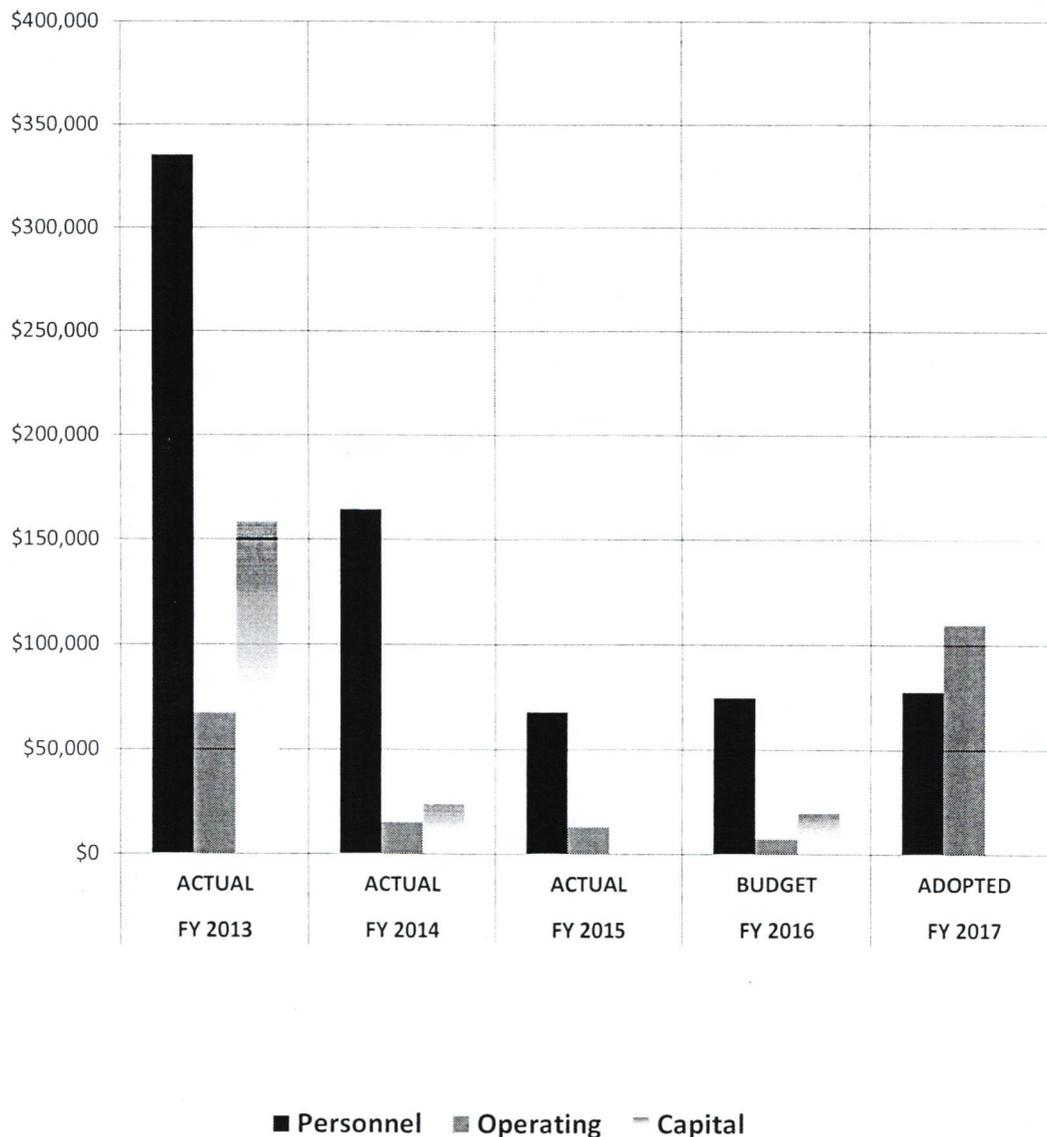
PUBLIC SAFETY SPEED CAMERAS

MISSION STATEMENT: To protect students attending the City's five (5) schools by enforcing speed limits in school zones with portable speed cameras, in accordance with Chapter 500 (Senate Bill 277) effective October 1, 2009.

PROGRAM GOALS:

1. To protect and ensure the safety of school children who attend city schools through traffic control in and around the schools.
2. To reduce speeding in school zones by enforcing the speed limit laws in the school zones throughout the city in a thorough and efficient manner.

SUMMARY OF EXPENDITURES



**FY 2017 BUDGET
EXPENDITURE BY OBJECT AND PROGRAM CLASSIFICATION**

FUNCTION - PUBLIC SAFETY

ACTIVITY - POLICE SPEED CAMERAS

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 ACTUAL	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2017 ADOPTED	BUDGET FY 2017-2016 PCT CHG
<u>PERSONNEL EXPENSES</u>							
01-3030-45400	Employee Services	\$238,928	\$117,396	\$46,233	\$43,126	\$48,425	12%
01-3030-45650	Overtime - Police Officers	6,235	454				
01-3030-46300	F.I.C.A.	18,132	8,703	3,493	3,399	3,666	8%
01-3030-46500	Health & Life Insurance	34,838	15,417	11,073	20,588	17,394	-16%
01-3030-47000	Worker's Compensation	17,225	11,154	4,083	3,651	3,912	7%
01-3030-48000	Retirement / Pension	20,168	11,276	3,140	4,097	3,969	-3%
01-3030-48010	Life and LTD					449	100%
	Total Personnel Expenses	\$335,526	\$164,401	\$68,022	\$74,861	\$77,815	4%

POSITIONS

Full-Time

Police Captain	1	1	0	0	0
Police Officers (C.P.L.)	0	0	1	1	1
Police Officers	2	2	0	0	0
Administrative Asst.	1	1	0	0	0

Part-Time

Accounting Clerk	1	1	0	0	0
Administrative Asst.	1	1	0	0	0

<u>Total Police Service Positions</u>	6	6	1	1	1
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**FY 2017 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION
NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS**

FUNCTION - PUBLIC SAFETY

ACTIVITY - POLICE 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 the regular work.
01-3030-46300	F.I.C.A.: Federal Insurance Contribution Act.
01-3030-46500	Health & Life Insurance: Provides group health, and dental insurance for employees. (Life insurance moved to Life and LTD FY 2017.)
01-3030-47000	Worker's 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.

**FY 2017 BUDGET
EXPENDITURE BY OBJECT AND PROGRAM CLASSIFICATION**

FUNCTION - PUBLIC SAFETY

ACTIVITY - POLICE SPEED CAMERAS

ACCOUNT NUMBER		FY 2013 ACTUAL	FY 2014 ACTUAL	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2017 ADOPTED	BUDGET FY 2017-2016 PCT CHG
<u>OPERATING EXPENSES</u>							
01-3030-50200	Computer & IT Support	\$3,795	\$2,400	\$2,717	\$1,440	\$2,500	74%
01-3030-50300	Legal Services			2,500	5,000	5,000	0%
01-3030-50700	General Liability Insurance	18,780					
01-3030-50710	Auto Insurance	19,270					
01-3030-50720	Public Officials Liability & Bonding	2,500					
01-3030-52110	Office Equipment Maint. & Repair	343					
01-3030-52130	Vehicle Operation & Maintenance	3,803	(12)				
01-3030-52140	Vehicle Gasoline Use	11,361	6,651	3,582			
01-3030-52520	Office Supplies & Printing	800					
01-3030-52530	Field Supplies	379		700	1,000	1,000	0%
01-3030-53510	Dues & Subscriptions	545					
01-3030-53550	Employee Substance Testing & Ph	240	270				
01-3030-53570	Uniforms	100	1,518	261			
01-3030-54010	Telephones	1,854	792	860			
01-3030-54020	Cell Phones	3,555	3,579	2,372			
01-3030-54495	Speed Camera Vendor Fee					101,250	100%
	Total Operating Expenses	\$67,325	\$15,198	\$12,992	\$7,440	\$109,750	1375%

**FY 2017 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION
NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS**

FUNCTION - PUBLIC SAFETY

ACTIVITY - POLICE 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.
- 01-3030-50700** **General Liability Insurance:** General insurance mainly covers the City's buildings, inventories, etc.
- 01-3030-50710** **Auto Insurance:** Policies protecting City in the event of claims for bodily injuries and property damages due to auto accident.
- 01-3030-50720** **Public Officials Liability & Bonding:** Includes employee dishonesty, and professional liability insurance for officials and staff.
- 01-3030-52110** **Office Equipment Maint. & Repair:** Maintenance and repair of office equipment such as copier machines, printers, etc.
- 01-3030-52130** **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.)
- 01-3030-52140** **Vehicle Gasoline Use:** Gasoline, diesel, and oil cost incurred. (Consolidated under Public Safety Administration starting FY 2016.)
- 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, and first aid kits.
- 01-3030-53510** **Dues & Subscriptions:** Membership in various associations that can enhance the police force skills.

Public Safety Operating Expense Continued

- 01-3030-53550** **Employee Substance Testing & Physicals:** Provides for random testing to detect substance abuse and pre-employment physicals. (Consolidated under Human Resources starting FY 2016.)
- 01-3030-53570** **Uniforms:** Costs of uniform items necessary during the discharge of duties.
- 01-3030-54010** **Telephones:** Monthly expenses incurred in the use of office telephones including long distance calls. (Consolidated under Police Administration starting FY 2016.)
- 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.

**FY 2017 BUDGET
EXPENDITURE BY OBJECT AND PROGRAM CLASSIFICATION**

FUNCTION - PUBLIC SAFETY

ACTIVITY - POLICE SPEED CAMERAS

ACCOUNT NUMBER		FY 2013 ACTUAL	FY 2014 ACTUAL	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2017 ADOPTED	BUDGET FY 2017-2016 PCT CHG
<u>CAPITAL OUTLAY</u>							
01-3030-57010	Building Security System	\$25,071	\$12,147				
01-3030-57100	Vehicles	112,028					
01-3030-57360	Vehicle Equipment	19,753					
01-3030-57370	Motorola Vehicle Radios	1,859					
01-3030-57380	Defibrillators		12,000				
01-3030-57390	Phasers				20,000		-100%
	Total Capital Expenses	\$158,711	\$24,147	\$0	\$20,000	\$0	-100%
TOTAL POLICE SPECIAL OPERATION		\$561,562	\$203,746	\$81,014	\$102,301	\$187,565	83%

FY 2017 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION
NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS

FUNCTION - PUBLIC SAFETY

ACTIVITY - POLICE SPEED CAMERAS
CAPITAL EXPENSES

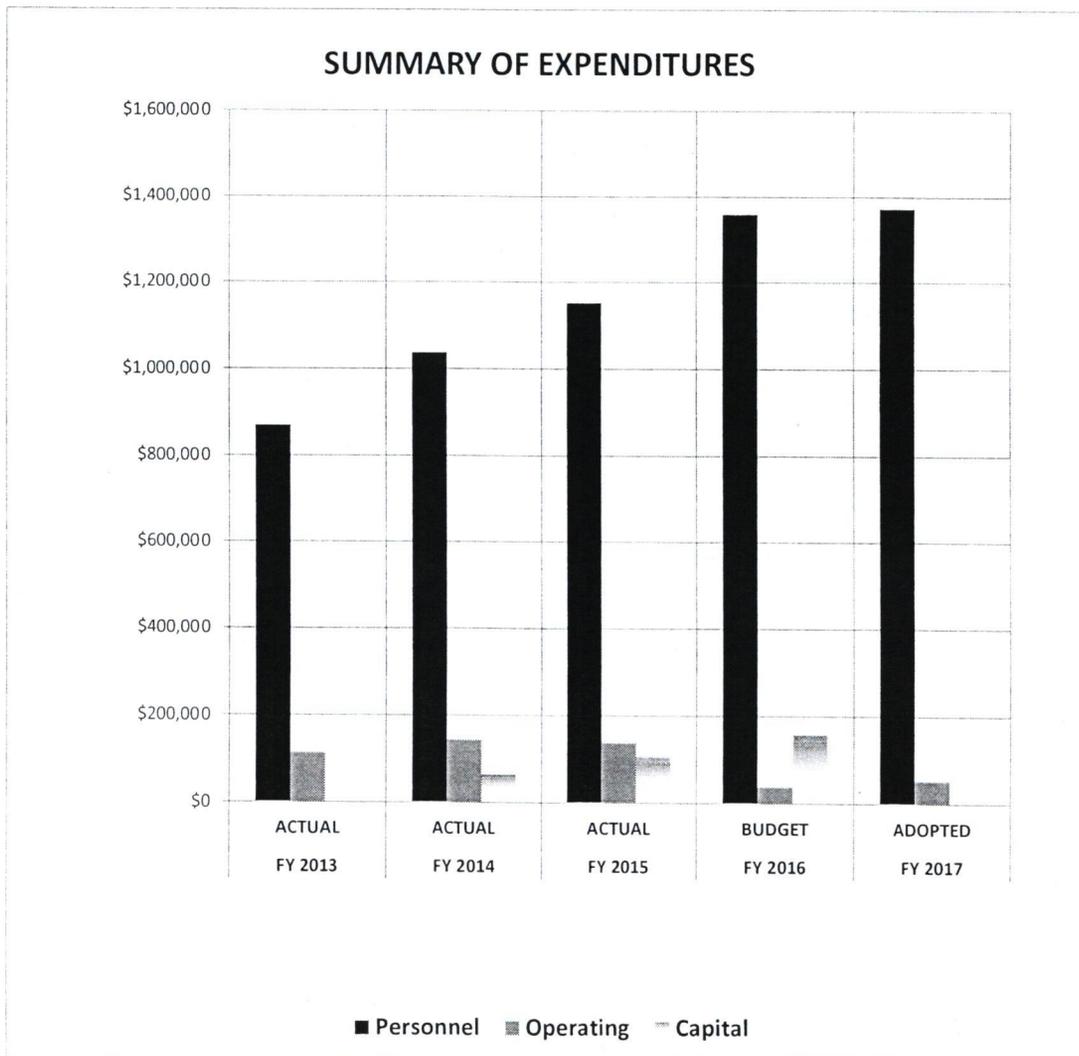
01-3030-57010	Building Security System: Purchase and install security cameras to protect the government building, equipment and employees.
01-3030-57100	Vehicles: Purchase of vehicle(s) for the police force.
01-3030-57360	Vehicle Equipment: Equipment for the police cars.
01-3030-57370	Motorola Vehicle Radios: Purchase of radio equipment from Motorola for the police cars.
01-3030-57380	Defibrillators: Purchase of new defibrillators.
01-3030-57390	Phasers: Purchase of new Phasers.

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 person, and property and for the preservation of the peace of the community. To these ends the Department engages in patrol, prevention and presentation of evidence, enforcement of traffic laws, and investigation of traffic accidents.

PROGRAM GOALS:

1. To enforce the safety codes 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.



**FY 2017 BUDGET
EXPENDITURE BY OBJECT AND PROGRAM CLASSIFICATION**

FUNCTION - PUBLIC SAFETY

ACTIVITY - POLICE PATROL

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 ACTUAL	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2017 ADOPTED	BUDGET
							FY 2017-2016 PCT CHG
<u>PERSONNEL EXPENSES</u>							
01-3040-45400	Employee Services	\$532,746	\$651,320	\$703,960	\$799,022	\$847,465	6%
01-3040-45410	Employee Services-State Grant	44,266	48,299	47,488	48,890	44,412	-9%
01-3040-45650	Overtime - Police Officers	28,253	34,497	34,049	40,270	70,000	74%
01-3040-45660	Overtime - 450 Annapolis Corridor	13,684					
01-3040-45680	Court Appearance - Overtime	4,596	6,719	5,881	10,000		-100%
01-3040-45690	Evening Differential				7,500		-100%
01-3040-46120	School Bus Grant	3,700	4,300	3,900	4,000		-100%
01-3040-46130	Crime Control Prevention Grant	4,586	5,937	4,955			
01-3040-46300	F.I.C.A.	48,487	56,162	59,153	66,862	73,125	9%
01-3040-46500	Health & Life Insurance	73,183	90,651	159,757	221,304	184,392	-17%
01-3040-47000	Worker's Compensation	62,303	70,119	72,173	75,363	71,990	-4%
01-3040-48000	Retirement / Pension	54,041	69,334	60,012	86,420	73,033	-15%
01-3040-48010	Life and LTD					8,555	100%
Total Personnel Expenses		\$869,845	\$1,037,336	\$1,151,328	\$1,359,631	\$1,372,972	1%

POSITIONS

Full-Time

Police Lieutenant	1	2	2	2	2
Police Sergeant	2	3	4	4	4
Police Corporal	3	1	4	4	4
Private First Class Officers	2	5	3	6	6
Police Officers	4	2	1	0	1
Total Police Service Positions	12	13	14	16	17

**FY 2017 BUDGET
EXPENDITURES BY OBJECT AND 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.
01-3040-45660	Overtime-450 Annapolis Corridor: As part of annexation of 450 Annapolis Road, funds are appropriated to pay Police Officer overtime.
01-3040-45680	Court Appearance - Overtime: Funds allocated for Police Officers who have to attend court beyond the regular working hours.
01-3040-45690	Evening Differential: Funds allocated for Police Officers who work the overnight shift 6 P.M. to 6 A.M. (Included in Employee Services and Overtime FY2017.)
01-3040-46120	School Bus Grant: Grant available to pay Officers' salaries for enforcement of safety around school buses and the boarding and unloading school children.
01-3040-46130	Maryland Highway Safety Grant: Grant available to prevent the driving under the influence of drugs and alcohol.
01-3040-46300	F.I.C.A.: Federal Insurance Contribution Act.
01-3040-46500	Health & Life Insurance: Provides group health, and dental insurance for employees. (Life insurance moved to Life and LTD FY 2017.)
01-3040-47000	Worker's 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.

FY 2017 BUDGET
EXPENDITURE BY OBJECT AND PROGRAM CLASSIFICATION

FUNCTION - PUBLIC SAFETY

ACTIVITY - POLICE PATROL

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 ACTUAL	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2017 ADOPTED	BUDGET	
							FY 2017-2016	PCT CHG
<u>OPERATING EXPENSES</u>								
01-3040-50710	Auto Insurance			\$1,008				
01-3040-52130	Vehicle Operation & Maintenance	24,436	27,960	26,398				
01-3040-52140	Vehicle Gasoline Use	29,896	39,223	40,299				
01-3040-52520	Office Supplies & Printing	5,505	4,204	5,318				
01-3040-52530	Field Supplies	16,020	6,808	3,278	8,500	10,000		18%
01-3040-53130	Small Equipment	1,949	4,000	1,700	4,000	8,000		100%
01-3040-53140	Weapons	5,340	7,435	7,613	7,500	10,000		33%
01-3040-53180	Car to Car Radios							
01-3040-53520	Employee Training	4,627	10,434	15,571	15,500	20,000		29%
01-3040-53540	Travel & Meetings	1,129	206		203			-100%
01-3040-53550	Employee Substance Testing & Physic	2,974	5,969	2,095				
01-3040-53570	Uniforms	3,849	17,186	15,276				
01-3040-54010	Telephones	2,027	2,500	3,179				
01-3040-54020	Cell Phones	15,028	15,250	13,910				
01-3040-54550	Miscellaneous	1,155	3,412	2,459	2,082	5,000		140%
Total Operating Expenses		\$113,935	\$144,587	\$138,104	\$37,785	\$53,000		40%

**FY 2017 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION
NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS**

FUNCTION - PUBLIC SAFETY

ACTIVITY - POLICE PATROL

Operating Expenses

- 01-3040-50710** **Auto Insurance:** Policies protecting City in the event of claims for bodily injuries and property damages due to auto accident.
- 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.)
- 01-3040-52140** **Vehicle Gasoline Use:** Gasoline, diesel, and oil cost incurred for police vehicles. (Consolidated under Public Safety Administration starting FY 2016.)
- 01-3040-52520** **Office Supplies & Printing:** Stationery, miscellaneous office supplies, and materials necessary for the operations of the Police Department.
- 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 ammo and practice targets.
- 01-3040-53140** **Weapons:** Cost of weapons such as long guns, hand guns, rifles, radars, and tasers.
- 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.
- 01-3040-53540** **Travel & Meetings:** Expenses incurred by employees while on official City business; including court attendance expenses, mileage, parking, tolls, accommodations, etc.
- 01-3040-53550** **Employee Substance Testing & Physicals:** Provides for random testing to detect substance abuse and pre-employment physicals. (Consolidated under Human Resources starting FY 2016.)
- 01-3040-53570** **Uniforms:** Costs of uniform items necessary during the discharge of duties.

Public Safety Operating Expense Continued

- 01-3040-54010** **Telephones:** Monthly expenses incurred in the use of office telephones including long distance calls. (Consolidated under Police Administration starting FY 2016.)
- 01-3040-54020** **Cell Phones:** Monthly expenses incurred in the use of cell phones including long distance calls.
- 01-3040-54550** **Miscellaneous:** Expenditures that cannot be logically classified under other categories.

**FY 2017 BUDGET
EXPENDITURE BY OBJECT AND PROGRAM CLASSIFICATION**

FUNCTION - PUBLIC SAFETY

ACTIVITY - POLICE PATROL

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 ACTUAL	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2017 ADOPTED	BUDGET
							FY 2017-2016 PCT CHG
CAPITAL OUTLAY							
01-3040-57100	Vehicles - Car		\$24,024	\$78,465	\$75,000		-100%
01-3040-57360	Vehicle Equipment			5,089	26,000		-100%
01-3040-58100	Computers		23,182	3,378	6,000		-100%
01-3040-58110	Police Body Cameras & Scanners		8,029	6,125	5,000		-100%
01-3040-58150	Police Radars & Radios		11,098	13,554	8,000		-100%
01-3040-58180	License Plate Reader				40,000		-100%
Total Capital Expenses		\$0	\$66,333	\$106,611	\$160,000	\$0	-100%
TOTAL POLICE PATROL SERVICE		\$983,780	\$1,248,256	\$1,396,043	\$1,557,416	\$1,425,972	-8%

**FY 2017 BUDGET
EXPENDITURES BY OBJECT AND 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: Equipment for the police cars.
01-3040-58100	Computers: Computer Replacement.
01-3040-58110	Police Body Cameras & Scanners: Purchase of new Body Cameras and Scanners.
01-3040-58150	Police Radars and Radios: Purchase of new radars and radios.
01-3040-58180	License Plate Reader: Purchase of License Plate Reader.

PUBLIC SAFETY PARKING AND ANIMAL CONTROL ENFORCEMENT

MISSION STATEMENT- Parking Enforcement: Parking Enforcement Officers are responsible for patrolling the City in a 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 a specific intersection or other specified location when needed.

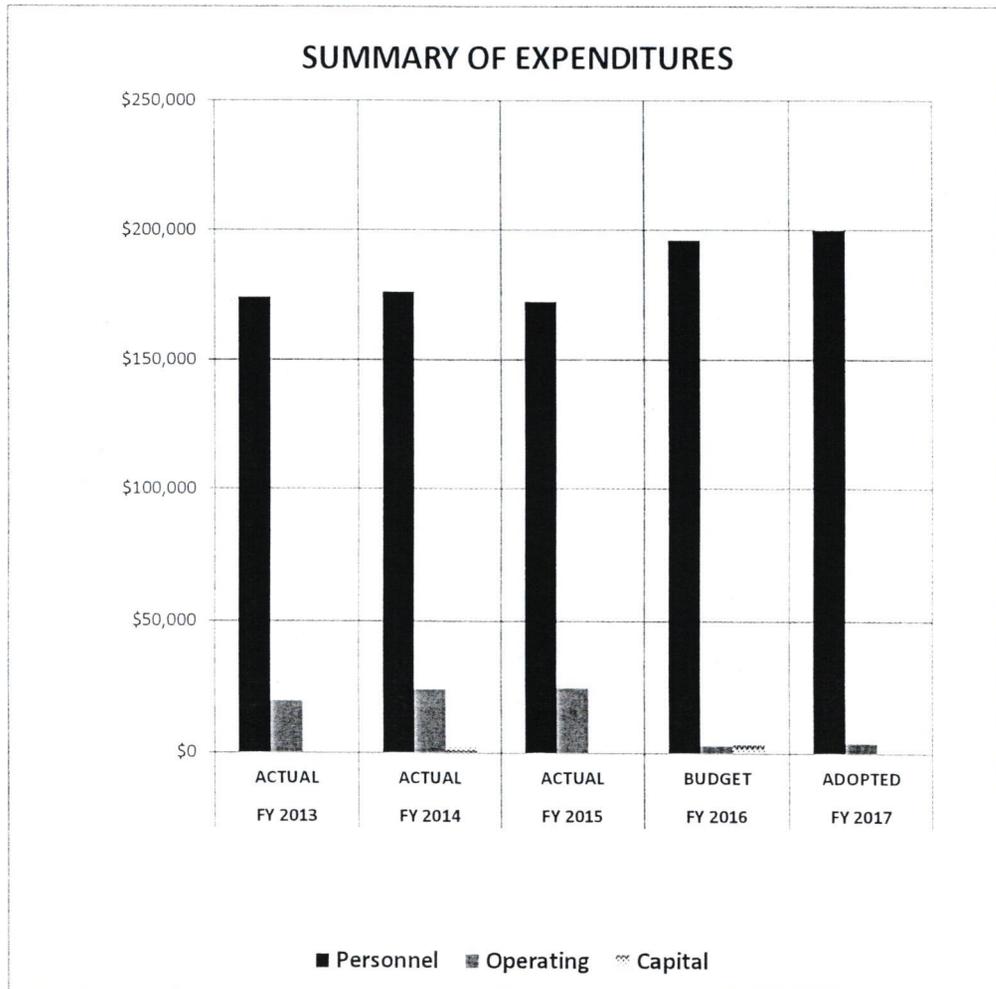
PROGRAM GOALS:

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- 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 assure the protection, health, and safety of animals and people (in animal related issues) through education and if necessary, enforcement of regulations.

PROGRAM GOALS:

Enforce Animal Control Ordinance to assure the safety, and health of citizens and animals in the City.



**FY 2017 BUDGET
EXPENDITURE BY OBJECT AND PROGRAM CLASSIFICATION**

FUNCTION - PUBLIC SAFETY

ACTIVITY - PARKING & ANIMAL CONTROL ENFORCEMENT

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 ACTUAL	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2017 ADOPTED	BUDGET
							FY 2017-2016 PCT CHG
PERSONNEL EXPENSES							
01-3050-45400	Employee Services	\$120,052	\$125,093	\$123,431	\$126,723	\$131,536	4%
01-3050-45650	Overtime	99	795	1,283	1,566	2,000	28%
01-3050-46300	F.I.C.A	8,585	8,956	8,894	9,138	10,407	14%
01-3050-46500	Health & Life Insurance	26,670	22,110	26,292	40,782	33,205	-19%
01-3050-47000	Worker's Compensation	7,696	6,706	5,104	5,688	10,656	87%
01-3050-48000	Retirement / Pension	11,146	12,393	7,585	12,187	10,810	-11%
01-3050-48010	Life and LTD					1,273	100%
Total Personnel Expenses		\$174,248	\$176,053	\$172,589	\$196,084	\$199,887	2%

POSITIONS

Full-Time

Parking Enf. Officer	0	2	2	2	2
Animal Control Officer	0	1	1	1	1

Part Time

Total Police Service Positions	0	3	3	3	3
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FY 2017 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION
NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS

FUNCTION - PUBLIC SAFETY

ACTIVITY - PARKING & ANIMAL CONTROL
ENFORCEMENT

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 & Life Insurance: Provides group health, and dental insurance for employees. (Life insurance moved to Life and LTD FY 2017.)
01-3050-47000	Worker's 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.

**FY 2017 BUDGET
EXPENDITURE BY OBJECT AND PROGRAM CLASSIFICATION**

FUNCTION - PUBLIC SAFETY

ACTIVITY - PARKING & ANIMAL CONTROL ENFORCEMENT

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 ACTUAL	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2017 ADOPTED	BUDGET FY 2017-2016 PCT CHG
<u>OPERATING EXPENSES</u>							
01-3050-52130	Vehicle Operation & Maint	\$5,475	\$5,395	\$3,974			
01-3050-52140	Vehicle Gasoline Use	7,453	10,206	11,626			
01-3050-52520	Office Supplies & Printing	2,798	528	18			
01-3050-52530	Field Supplies	345	2,809	2,994	3,000	4,000	33%
01-3050-53520	Employee Training	20					
01-3050-53550	Empl Substance Test & Physical	250	259	106			
01-3050-53570	Uniforms	700	1,486	1,957			
01-3050-54010	Telephones	748	877	1,524			
01-3050-54020	Cell Phones	1,913	2,674	2,569			
Total Operating Expenses		\$19,702	\$24,234	\$24,768	\$3,000	\$4,000	33%

FY 2017 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION
NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS

FUNCTION - PUBLIC SAFETY

ACTIVITY - PARKING & ANIMAL CONTROL
ENFORCEMENT

Operating Expenses

- 01-3050-52130** **Vehicle Operation & Maintenance:** Maintenance, operation, painting, repair, and parts such as; tires, batteries, and labor for parking enforcement department vehicles. (Consolidated under Public Safety Administration starting FY 2016.)
- 01-3050-52140** **Vehicle Gasoline Use:** Gasoline, diesel, and oil cost incurred for police vehicles. (Consolidated under Public Safety Administration starting FY 2016.)
- 01-3050-52520** **Office Supplies & Printing:** Stationery, miscellaneous office supplies, and materials necessary for the operations of the parking enforcement department.
- 01-3050-52530** **Field Supplies:** Traffic supplies such as cones, vests, flares, fire extinguishers, and first aid kits.
- 01-3050-53520** **Employee Training:** Job related training seminars to develop staff capabilities, including computer training.
- 01-3050-53550** **Employee Substance Testing & Physicals:** Provides for random testing to detect substance abuse and pre-employment physicals. (Consolidated under Human Resources starting FY 2016.)
- 01-3050-53570** **Uniforms:** Costs of uniform items necessary during the discharge of duties.
- 01-3050-54010** **Telephones:** Monthly expenses incurred in the use of office telephones including long distance calls. (Consolidated under Police Administration starting FY 2016.)
- 01-3050-54020** **Cell Phones:** Monthly expenses incurred in the use of cell phones including long distance calls.

**FY 2017 BUDGET
EXPENDITURE BY OBJECT AND PROGRAM CLASSIFICATION**

FUNCTION - PUBLIC SAFETY

ACTIVITY - PARKING & ANIMAL CONTROL ENFORCEMENT

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 ACTUAL	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2017 ADOPTED	BUDGET FY 2017-2016 PCT CHG
<u>CAPITAL OUTLAY</u>							
01-3050-58100	Computers		\$2,199		\$3,500		-100%
	Total Capital Expenses	\$0	\$2,199	\$0	\$3,500	\$0	-100%
TOTAL PARKING & ANIMAL CONTROL ENFORCEMENT		\$193,950	\$202,486	\$197,357	\$202,584	\$203,887	1%

FY 2017 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION
NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS

FUNCTION - PUBLIC SAFETY

ACTIVITY - PARKING & ANIMAL CONTROL
ENFORCEMENT

Capital Expenses

01-3050-58100 **Computers:** Purchase of computer(s) for parking enforcement officer.

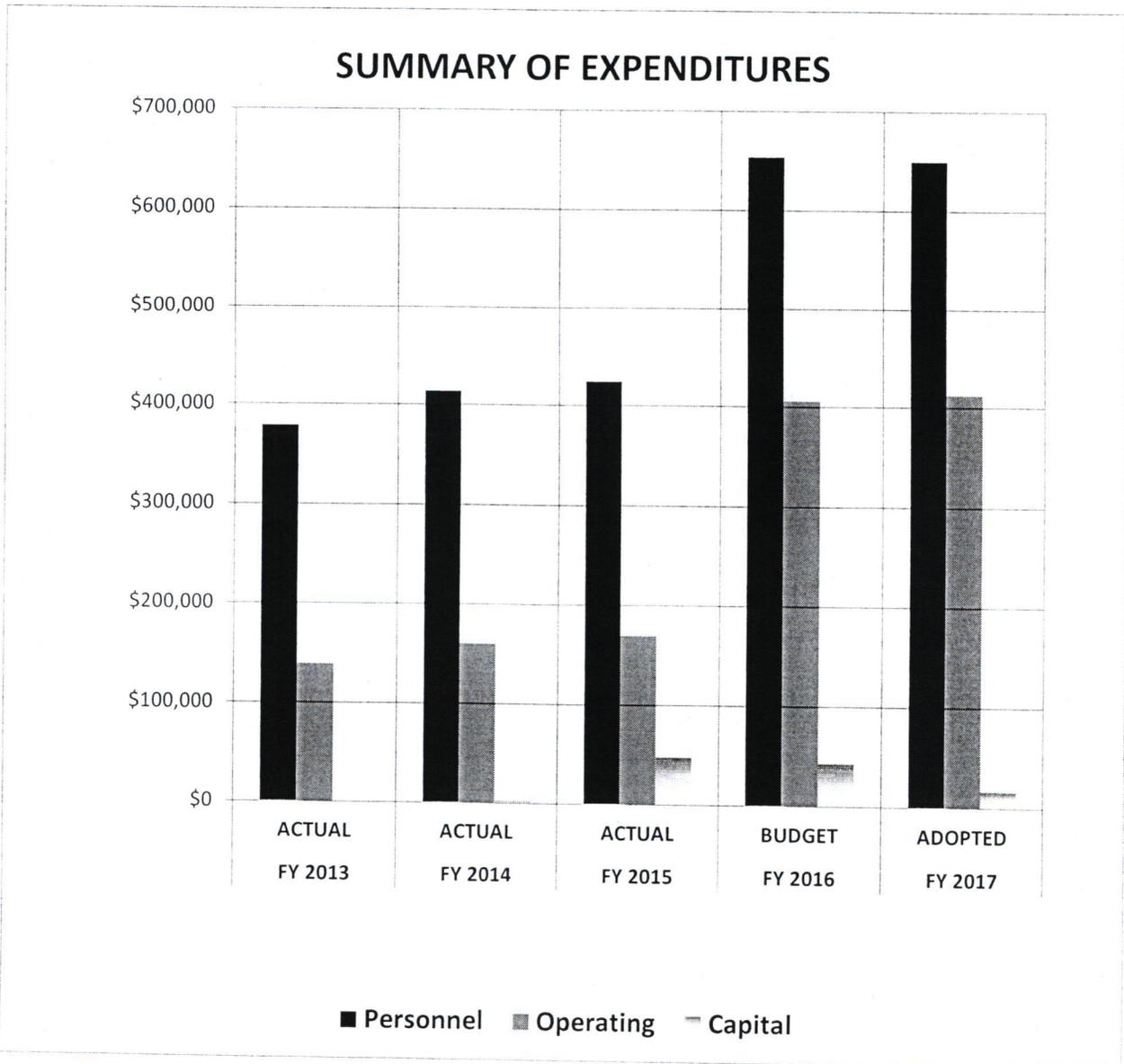


PUBLIC WORKS ADMINISTRATION GENERAL MANAGEMENT:

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.



**FY 2017 BUDGET
EXPENDITURE BY OBJECT AND PROGRAM CLASSIFICATION**

FUNCTION - PUBLIC WORKS

ACTIVITY - ADMINISTRATION

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 ACTUAL	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2017 ADOPTED	BUDGET
							FY 2017-2016 PCT CHG
<u>PERSONNEL EXPENSES</u>							
01-3510-45300	P.W. Director	\$77,689	\$93,630	\$80,664	\$84,400	\$86,553	3%
01-3510-45400	Employee Services	192,742	213,915	227,743	363,666	365,537	1%
01-3510-45650	Overtime	7,518	2,092	3,597	5,120	5,120	0%
01-3510-46300	F.I.C.A.	21,158	23,069	22,800	32,830	34,747	6%
01-3510-46500	Health & Life Insurance	38,184	38,872	54,274	109,839	105,112	-4%
01-3510-47000	Worker's Compensation	14,124	13,220	9,967	14,448	12,359	-14%
01-3510-48000	Retirement / Pension	27,345	29,178	25,466	43,053	36,305	-16%
01-3510-48010	Life and LTD					4,324	100%
Total Personnel Expenses		\$378,760	\$413,977	\$424,511	\$653,356	\$650,057	-1%

POSITIONS

Full-Time

Public Works Director	1	1	1	1	1
Assistant Director	1	1	1	1	1
Senior Mechanic	1	1	1	1	1
Mechanic	1	1	1	2	2
Office Manager	1	1	1	1	1
Receptionist	0	0	0	1	1
Bus Driver	0	0	0	1	1
Custodian	1	1	1	1	1
Total P.W. Admin Positions	6	6	6	9	9

**FY 2017 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION
NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS**

FUNCTION - PUBLIC WORKS

**ACTIVITY - ADMINISTRATION
PERSONNEL EXPENSES**

01-3510-45300	P.W. Director: Annual salary.
01-3510-45400	Employee Services: Salaries and accruals paid to public works Administrative Employees.
01-3510-45650	Overtime: Compensation for overtime.
01-3510-46300	F.I.C.A.: Federal Insurance Contribution Act.
01-3510-46500	Health & Life Insurance: Provides group health, and dental insurance for employees. (Life insurance moved to Life and LTD FY 2017.)
01-3510-47000	Worker's 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.

**FY 2017 BUDGET
EXPENDITURE BY OBJECT AND PROGRAM CLASSIFICATION**

FUNCTION - PUBLIC WORKS

ACTIVITY - ADMINISTRATION

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 ACTUAL	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2017 ADOPTED	BUDGET
							FY 2017-2016 PCT CHG
<u>OPERATING EXPENSES</u>							
01-3510-50700	General Liability Insurance	\$6,500	\$7,400	\$9,204	\$10,300	\$11,000	7%
01-3510-50710	Auto Insurance	27,749	23,955	22,824	21,000	25,000	19%
01-3510-50750	Equipment Maint. Contracts	7,448	10,434	7,578	10,500	18,500	76%
01-3510-51000	Preventive Vehicle Repair & Maint.	23,447	22,910	30,276	27,500	30,000	9%
01-3510-52100	Building Maintenance & Repair	6,298	12,582	16,194	17,500	17,500	0%
01-3510-52110	Office Equipment Maint. & Repair	1,569	3,146	996	2,500	2,500	0%
01-3510-52130	Vehicle Operation & Maintenance	7,265	8,204	10,501	101,500	110,000	8%
01-3510-52140	Vehicle Gasoline Use	4,900	5,500	9,975	117,500	95,000	-19%
01-3510-52500	Computer Supplies	1,563	1,517	860	2,000	2,000	0%
01-3510-52510	Pantry Supplies	3,985	3,776	2,764	3,000	3,000	0%
01-3510-52520	Office Supplies & Printing	5,145	7,828	7,185	6,000	7,000	17%
01-3510-52550	Janitorial Supplies	4,408	4,738	4,525	5,000	5,000	0%
01-3510-53120	Safety Supplies	1,074	1,938	2,281	2,500	2,500	0%
01-3510-53510	Dues & Subscriptions	993	1,225	723	1,138	1,500	32%
01-3510-53520	Employee Training		3,390	1,655	5,000	5,000	0%
01-3510-53540	Travel & Meetings	1,690	1,476	2,221	1,500	2,500	67%
01-3510-53550	Employee Substance Testing & Phy	399	781	975		2,000	100%
01-3510-53560	Employee Gifts/Spec Occasions				3,000	3,000	0%
01-3510-53570	Uniforms	2,934	4,568	5,273	30,000	30,000	0%
01-3510-54010	Telephones	3,337	1,908	43	1,500	2,000	33%
01-3510-54020	Cell Phones	4,371	6,366	6,643	6,500	6,500	0%
01-3510-54050	Utility - Electricity	9,288	9,054	12,885	14,000	14,000	0%
01-3510-54060	Utility - Natural Gas	9,292	11,386	11,261	10,000	10,000	0%
01-3510-54070	Utility - Water	4,204	4,776	1,311	4,750	5,500	16%
01-3510-54550	Miscellaneous	1,192	1,418	1,445	1,750	1,750	0%
Total Operating Expenses		\$139,051	\$160,276	\$169,598	\$405,938	\$412,750	2%

**FY 2017 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION
NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS**

FUNCTION - PUBLIC WORKS

ACTIVITY - ADMINISTRATION

Operating Expenses

- 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 Maint. Contracts:** Costs associated with the maintenance agreements of air conditioning and facility environmental systems.
- 01-3510-51000** **Preventive Vehicle Repair & Maint. Contract:** Preventive maintenance and repair program contracted with private vendor for all City vehicles. 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 Maint. & 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.
- 01-3510-52500** **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.

Public Works Operating Expense Continued

- 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 Substance Testing & Physicals:** 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.
- 01-3510-54050 **Utility - Electricity:** Electricity use to maintain the day to day operation of the P.W. Facilities.
- 01-3510-54060 **Utility - Natural Gas:** Gas use to maintain the day to day operations of the P.W. Facilities.
- 01-3510-54070 **Utility - Water:** Water use to maintain the day to day operations of the P.W. Administration.
- 01-3510-54550 **Miscellaneous:** Expenditures that cannot be logically classified under other categories.

**FY 2017 BUDGET
EXPENDITURE BY OBJECT AND PROGRAM CLASSIFICATION**

FUNCTION - PUBLIC WORKS

ACTIVITY - ADMINISTRATION

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 ACTUAL	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2017 ADOPTED	BUDGET FY 2017-2016 PCT CHG
<u>CAPITAL OUTLAY</u>							
01-3510-57010	Building Security System			\$7,233			
01-3510-57100	Vehicles			37,663			
01-3510-57410	Water Heater				10,000		-100%
01-3510-57420	Shop Heater				3,000		-100%
01-3510-57430	Air Compressor				3,000		-100%
01-3510-57441	Fuel Pump					12,578	100%
01-3510-58000	Furniture				15,000		-100%
01-3510-58100	Computers		2,090	3,427	12,500		-100%
01-3510-58110	Software					4,200	100%
01-3510-58300	Telephone System						
	Total Capital Expenses	\$0	\$2,090	\$48,323	\$43,500	\$16,778	-61%
TOTAL PUBLIC WORKS ADMINISTRATION		\$517,811	\$576,343	\$642,432	\$1,102,794	\$1,079,585	-2%

**FY 2017 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION
NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS**

FUNCTION - PUBLIC WORKS

ACTIVITY - ADMINISTRATION

Capital Expenses

- | | |
|----------------------|--|
| 01-3510-57010 | Building Security System: Funds allocated for the purchase of a video security system for building. |
| 01-3510-57100 | Vehicles: Purchase of one pick-up truck for the Public Works Administration. |
| 01-3510-57410 | Water Heater: To replace water heater. |
| 01-3510-57420 | Shop Heater: Purchase of shop heater. |
| 01-3510-57430 | Air Compressor: To purchase an air compressor. |
| 01-3510-57441 | Fuel Pump: To purchase new Fuel Pump. |
| 01-3510-58000 | Furniture: To purchase new office furniture. |
| 01-3510-58100 | Computers: To purchase an office computer to replace the old one |
| 01-3510-58110 | Software: To purchase software for Facility Dude. |
| 01-3510-58300 | Telephone System: To purchase a new telephone system. |

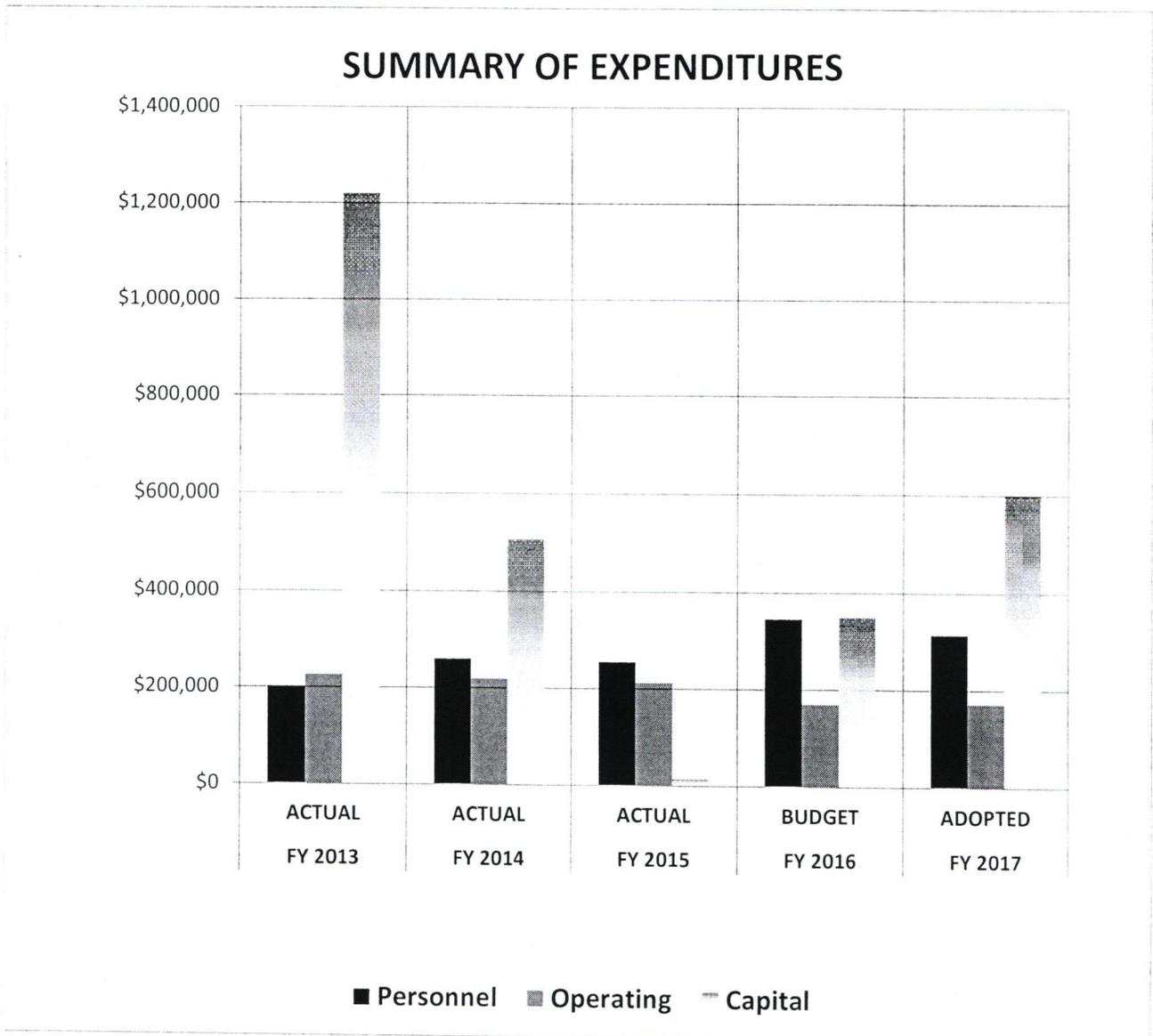
PUBLIC WORKS - HIGHWAYS: INFRASTRUCTURE MANAGEMENT:

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.



**FY 2017 BUDGET
EXPENDITURE BY OBJECT AND PROGRAM CLASSIFICATION**

FUNCTION - PUBLIC WORKS

ACTIVITY - HIGHWAYS

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 ACTUAL	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2017 ADOPTED	BUDGET
							FY 2017-2016 PCT CHG
<u>PERSONNEL EXPENSES</u>							
01-3610-45400	Employee Services	\$130,998	\$149,482	\$151,110	\$187,517	\$194,152	4%
01-3610-45650	Overtime	6,898	1,892	2,115	3,000	3,000	0%
01-3610-45670	Snow Removal O.T.	2,715	33,910	19,180	18,862	20,000	6%
01-3610-46300	F.I.C.A.	10,387	13,153	12,340	14,947	16,536	11%
01-3610-46500	Health & Life Insurance	28,694	37,958	51,069	92,576	60,733	-34%
01-3610-47000	Worker's Compensation	10,477	7,844	5,844	8,845	5,372	-39%
01-3610-48000	Retirement / Pension	10,960	15,282	13,285	19,891	13,011	-35%
01-3610-48010	Life and LTD					1,531	100%
Total Personnel Expenses		\$201,129	\$259,522	\$254,943	\$345,638	\$314,335	-9%

POSITIONS

Full-Time

Maint. Superintendent	1	1	1	1	1
Maint. Equip. Operator	1	1	1	1	1
Maint Equip. Welder	1	1	1	0	0
Maint. Driver Concrete	0	0	0	1	1
Maint. Driver/Lab	1	1	1	1	1
Maint. Laborer	1	1	1	1	1
Total P.W. Highways Positions	5	5	5	5	5

**FY 2017 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION
NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS**

FUNCTION - PUBLIC WORKS

**ACTIVITY – HIGHWAY
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 & Life Insurance: Provides group health, and dental insurance for employees. (Life insurance moved to Life and LTD FY 2017.)
01-3610-47000	Worker's 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.

**FY 2017 BUDGET
EXPENDITURE BY OBJECT AND PROGRAM CLASSIFICATION**

FUNCTION - PUBLIC WORKS

ACTIVITY - HIGHWAYS

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 ACTUAL	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2017 ADOPTED	BUDGET
							FY 2017-2016 PCT CHG
<u>OPERATING EXPENSES</u>							
01-3610-50600	Engineering Services				\$5,000	\$5,000	0%
01-3610-51110	Landfill Fees	4,500	2,917	5,018	5,500	5,500	0%
01-3610-51210	Street Lighting	96,575	104,441	96,031	100,000	100,000	0%
01-3610-51215	Street Light Improvements		4,538		5,000	5,000	0%
01-3610-52130	Vehicle Operation & Maintenance	33,632	22,592	48,838			
01-3610-52140	Vehicle Gasoline Use	33,848	32,047	20,200			
01-3610-52150	Small Operating Equipment & Parts	347	373	756	1,000	1,000	0%
01-3610-52180	Equipment Rental	5,665	351	50	1,000	1,000	0%
01-3610-52560	Traffic Safety Supplies	2,113	1,501	4,600	4,750	5,000	5%
01-3610-53000	Street & Storm Drain Maint. Materi	7,928	7,447	7,581	8,500	8,500	0%
01-3610-53100	Snow Removal Supplies	9,688	18,473	13,098	15,000	15,000	0%
01-3610-53130	Small Tools	38	263	488	500	500	0%
01-3610-53550	Employee Substance Testing & Ph	377	1,485	1,031			
01-3610-53570	Uniforms	3,042	3,699	4,445			
01-3610-54120	Shared Street Sweeper	28,000	18,598	9,778	23,299	25,000	7%
Total Operating Expenses		\$225,753	\$218,725	\$211,914	\$169,549	\$171,500	1%

**FY 2017 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION
NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS**

FUNCTION - PUBLIC WORKS

ACTIVITY – HIGHWAYS

OPERATING EXPENSES

- 01-3610-50600** **Engineering Services:** Professional consultation, project design, inspection, and other engineering services as required.
- 01-3610-51110** **Landfill Fees:** Disposal of rubble from street and side walk 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 street lights. Increase in estimation is due to the energy rate change.
- 01-3610-51215** **Street Light Improvements:** To improve and to add street lights by PEPCO where deemed necessary.
- 01-3610-52130** **Vehicle Operation & Maintenance:** Maintenance, operation, painting, repair, parts such as tires, batteries, and labor for public works highway vehicles. (Consolidated under Public Works Administration starting FY 2016.)
- 01-3610-52140** **Vehicle Gasoline Use:** Gasoline, diesel, and oil cost incurred for highway vehicles. (Consolidated under Public Works Administration starting FY 2016.)
- 01-3610-52150** **Small Operating Equipment & Parts:** Cost of any small machines or equipment used in the daily operation of the City 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 Maint. 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.

Public Works Operating Expense Continued

- 01-3610-53550** **Employee Substance Testing & Physicals:** Provides for random testing to detect substance abuse and pre-employment physicals. (Consolidated under Human Resources starting FY 2016.)
- 01-3610-53570** **Uniforms:** Costs associated with the uniform rental, cleaning, rain gear, helmets, shoes, gloves, etc. (Consolidated under Public Works Administration starting FY 2016.)
- 01-3610-54120** **Shared Street Sweeper:** Operation, Repair & Maintenance cost of shared sweeper with Four Cities.

**FY 2017 BUDGET
EXPENDITURE BY OBJECT AND PROGRAM CLASSIFICATION**

FUNCTION - PUBLIC WORKS

ACTIVITY - HIGHWAYS

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 ACTUAL	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2017 ADOPTED	BUDGET FY 2017-2016 PCT CHG
<u>CAPITAL OUTLAY</u>							
01-3610-57100	Dump Truck	\$95,000	\$34,292	\$14,210		\$150,000	100%
01-3610-57120	Vehicle-Street Sweeper	28,070					
01-3610-57150	Vehicle-Pickup Truck	24,710					
01-3610-57160	Chipper	51,655					
01-3610-57300	Leaf Boxes	24,860					
01-3610-57400	Snow Plows	950					
01-3610-57450	Salt Spreaders		15,641				
01-3610-58150	Radios	21,476	4,853				
01-3610-58500	Street Repairs	973,276	453,026		250,000	350,000	40%
01-3610-58520	Sidewalk Repairs				100,000	100,000	0%
01-3610-58530	Bridge Repairs						
	Total Capital Expenses	\$1,219,997	\$507,812	\$14,210	\$350,000	\$600,000	71%
TOTAL PUBLIC WORKS HIGHWAYS		\$1,646,879	\$986,059	\$481,067	\$865,187	\$1,085,835	26%

**FY 2017 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION
NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS**

FUNCTION - PUBLIC WORKS

ACTIVITY – HIGHWAYS

CAPITAL OUTLAY

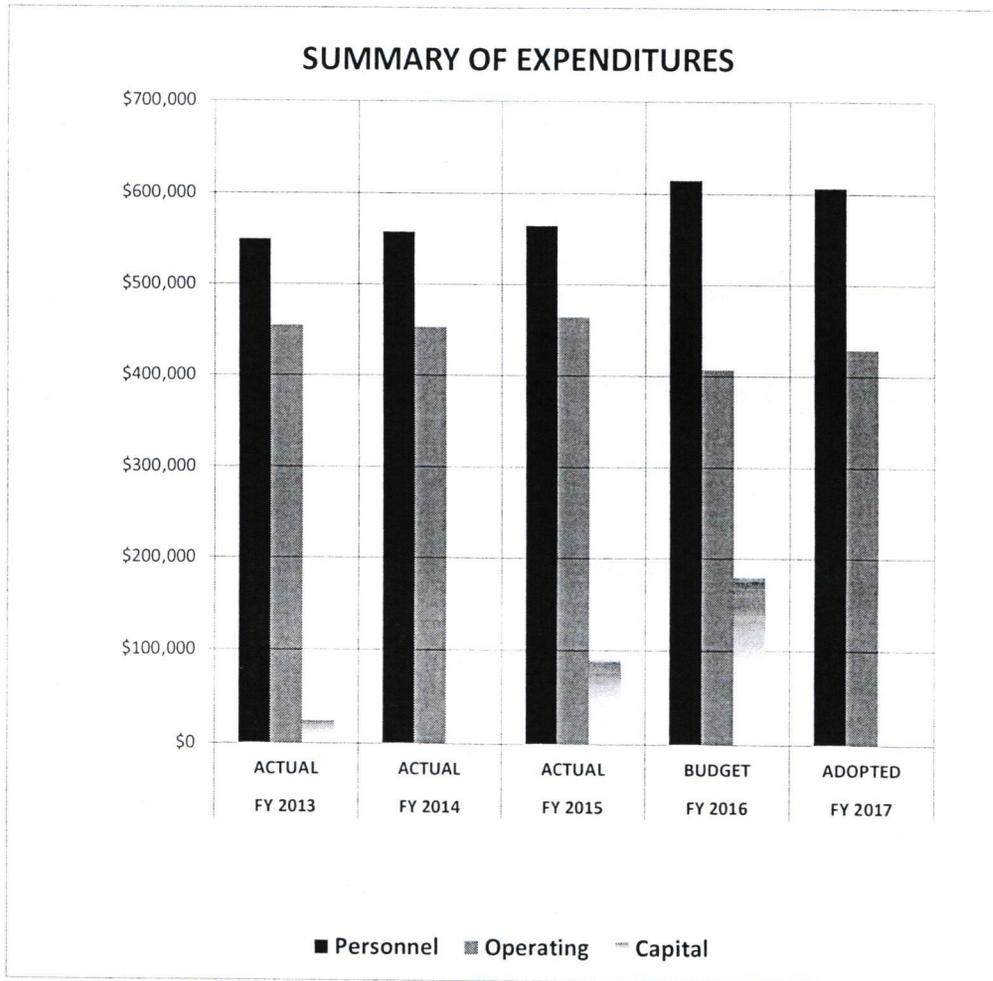
01-3610-57100	Dump Truck: Purchase of one new dump truck.
01-3610-57120	Vehicle-Street Sweeper: Purchase of a street sweeper in collaboration with four other cities by paying 25% of the total cost.
01-3610-57150	Vehicle-Pickup Truck: Purchase of one new Pick-up Truck.
01-3610-57160	Chipper: Purchase of one Chipper.
01-3610-57300	Leaf Boxes: Purchase of three leaf boxes.
01-3610-57400	Snow Plows: Purchase of snow plows.
01-3610-57450	Salt Spreaders: Purchase of salt spreaders.
01-3610-58150	Radios: Purchase of radios for the use of public works employees.
01-3610-58500	Street Repairs: Funding for street repairs by private contractors.
01-3610-58520	Sidewalk Repairs: Funding for sidewalk repairs by private contractors.
01-3610-58530	Bridge Repairs: Funding for bridge repairs by private contractors.

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.



FY 2017 BUDGET
EXPENDITURE BY OBJECT AND PROGRAM CLASSIFICATION

FUNCTION - PUBLIC WORKS

ACTIVITY - SANITATION

ACCOUNT NUMBER	DESCRIPTION	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	BUDGET
		ACTUAL	ACTUAL	ACTUAL	BUDGET	ADOPTED	FY 2017-2016 PCT CHG
PERSONNEL EXPENSES							
01-3710-45400	Employee Services	\$365,094	\$374,054	\$366,923	\$380,405	\$395,094	4%
01-3710-45650	Overtime	10,823	2,432	1,807	3,117	3,117	0%
01-3710-46000	Appreciation Award		500	2,500			
01-3710-46300	F.I.C.A.	27,881	27,296	26,873	27,638	30,387	10%
01-3710-46500	Health & Life Insurance	83,905	87,738	114,333	146,946	125,968	-14%
01-3710-47000	Worker's Compensation	23,510	22,270	17,812	20,359	13,474	-34%
01-3710-48000	Retirement / Pension	38,354	43,640	34,585	36,435	34,858	-4%
01-3710-48010	Life and LTD					3,896	100%
Total Personnel Expenses		\$549,567	\$557,930	\$564,833	\$614,900	\$606,794	-1%

POSITIONS

Full-Time

Sanitation Supervisor	1	1	1	1	1
Sanitation Crew Chiefs	3	3	3	3	3
Refuse Collectors	6	6	6	6	6
Litter Patrol	1	1	1	1	1
Total P.W. Sanitation Positions	11	11	11	11	11

**FY 2017 BUDGET
EXPENDITURES BY OBJECT AND 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.
01-3710-46000	Appreciation Award: Monetary awards for work anniversaries.
01-3710-46300	F.I.C.A.: Federal Insurance Contribution Act.
01-3710-46500	Health & Life Insurance: Provides group health, and dental insurance for employees. (Life insurance moved to Life and LTD FY 2017.)
01-3710-47000	Worker's 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.

**FY 2017 BUDGET
EXPENDITURE BY OBJECT AND PROGRAM CLASSIFICATION**

FUNCTION - PUBLIC WORKS

ACTIVITY - SANITATION

ACCOUNT NUMBER	DESCRIPTION	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	BUDGET
		ACTUAL	ACTUAL	ACTUAL	BUDGET	ADOPTED	FY 2017-2016 PCT CHG
<u>OPERATING EXPENSES</u>							
01-3710-50500	Refuse Collection Contract	\$95,196	\$104,873	\$114,839	\$130,000	\$130,000	0%
01-3710-50550	Recycling Contract	74,880	74,880	76,992	74,880	74,880	0%
01-3710-51100	Landfill Fees - County	203,651	194,151	190,267	178,453	200,000	12%
01-3710-51115	Compost Fees	14,379	11,613	13,281	17,500	17,500	0%
01-3710-52130	Vehicle Operation & Maintenance	27,160	32,784	36,927			
01-3710-52140	Vehicle Gasoline Use	31,578	24,181	19,567			
01-3710-52180	Equipment Rental	113			500	500	0%
01-3710-52210	Equipment Maintenance & Repair		43				
01-3710-52570	Sanitation Supplies	555	1,318	2,953	5,000	5,000	0%
01-3710-53130	Small Tools	373	65				
01-3710-53520	Employee Training	236					
01-3710-53550	Employee Substance Testing & Phy:	603	1,929	959			
01-3710-53570	Uniforms	6,217	6,922	7,543			
01-3710-54550	Miscellaneous	59	228	961	1,000	1,000	0%
Total Operating Expenses		\$455,000	\$452,987	\$464,289	\$407,333	\$428,880	5%

**FY 2017 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION
NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS**

FUNCTION - PUBLIC WORKS

ACTIVITY – SANITATION

Operating Expenses

- 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.
- 01-3710-52130** **Vehicle Operation & Maintenance:** Maintenance, operation, painting, repair, and parts such as; tires, batteries, and labor for public works sanitation vehicles. (Consolidated under Public Works Administration starting FY 2016.)
- 01-3710-52140** **Vehicle Gasoline Use:** Gasoline, diesel, and oil cost incurred for sanitation vehicles. (Consolidated under Public Works Administration starting FY 2016.)
- 01-3710-52180** **Equipment Rental:** Equipment or machines rented to maintain the City's sanitary condition.
- 01-3710-52210** **Equipment Maintenance & Repair:** Cost of labor and supplies to repair and maintain the sanitation equipment.
- 01-3710-52570** **Sanitation Supplies:** Refuse barrels, recycling bins, and other items used for refuse collection.
- 01-3710-53130** **Small Tools:** Tools for maintaining City streets, trucks, etc.
- 01-3710-53520** **Employee Training:** Funds allocated to educate the Sanitation employees about safety needs.
- 01-3710-53550** **Employee Substance Testing & Physicals:** Provides for random testing to detect substance abuse and for pre-employment physicals. (Consolidated under Human Resources starting FY 2016.)

Public Works Operating Expense Continued

- 01-3710-53570** **Uniforms:** Costs of uniform rental, cleaning, rain gear, helmets, shoes, gloves, etc. (Consolidated under Public Works Administration starting FY 2016.)
- 01-3710-54550** **Miscellaneous:** Expenditures that cannot be logically classified under other categories.

**FY 2017 BUDGET
EXPENDITURE BY OBJECT AND PROGRAM CLASSIFICATION**

FUNCTION - PUBLIC WORKS

ACTIVITY - SANITATION

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 ACTUAL	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2017 ADOPTED	BUDGET FY 2017-2016 PCT CHG
<u>CAPITAL OUTLAY</u>							
01-3710-57140	Packer			\$90,791	\$180,000		-100%
01-3710-57150	Vehicle-Pickup Truck	\$24,710					
	Total Capital Expenses	\$24,710	\$0	\$90,791	\$180,000	\$0	-100%
TOTAL PUBLIC WORKS SANITATION		\$1,029,277	\$1,010,917	\$1,119,913	\$1,202,233	\$1,035,674	-14%

**FY 2017 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION
NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS**

FUNCTION - PUBLIC WORKS

ACTIVITY – SANITATION

Capital Expenses

01-3710-57140	Packer: Purchase of a new packer a.k.a. trash truck.
01-3710-57150	Vehicle-Pickup Truck: Purchase of a new four wheel pickup truck.

PUBLIC WORKS - PARKS & RECREATION:
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 - PARKS & RECREATION:
URBAN FORESTRY MANAGEMENT:

MISSION STATEMENT: To maintain the ornamental value of street trees 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 - PARKS & RECREATION:
TURF & PARKS MANAGEMENT:

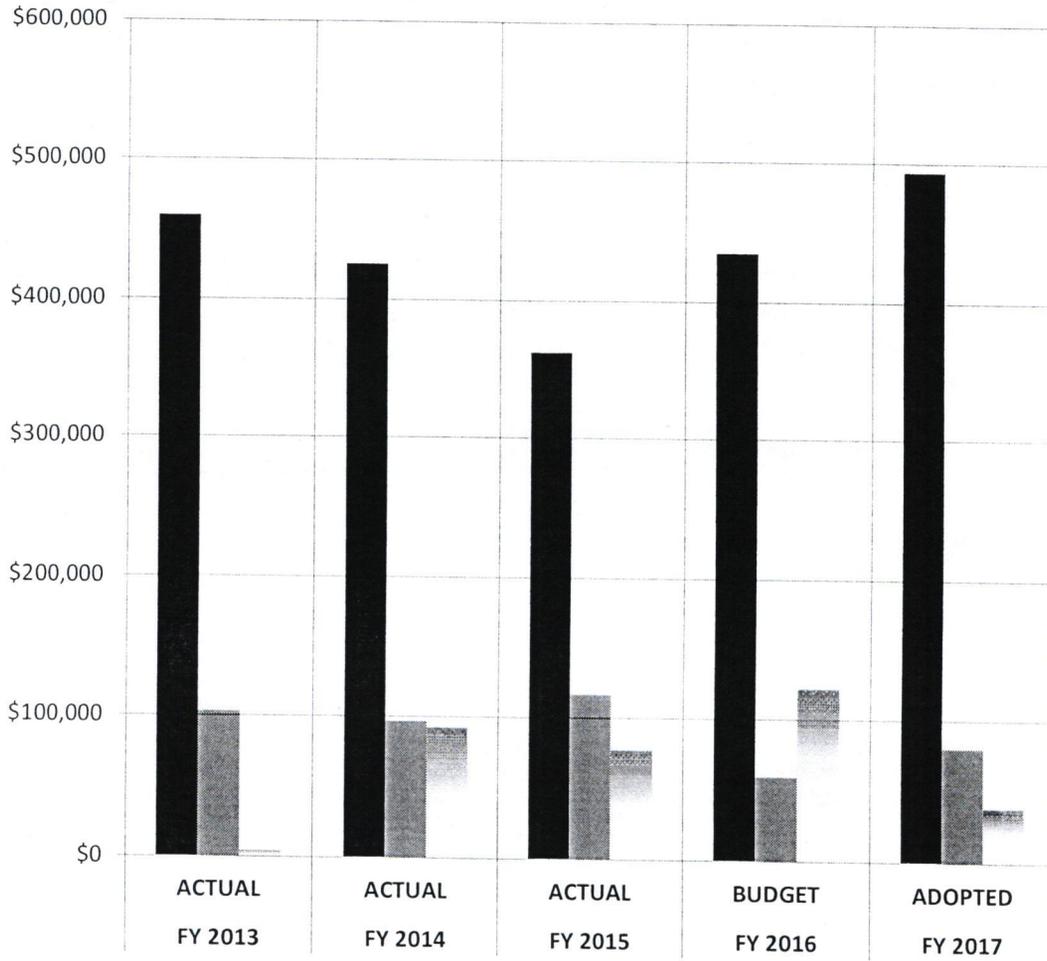
MISSION STATEMENT: The City has forty acres of turf in which five athletic fields and four tot lots are situated. In addition there is a general purpose park and Vita Course. Athletic fields are mowed weekly and the City entrances and the Municipal Center are also mowed weekly. Carrollton Parkway, Powhatan Street, and Westbrook Drive ditch banks 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.

PUBLIC WORKS - PARKS & RECREATION

SUMMARY OF EXPENDITURES



■ Personnel ■ Operating ■ Capital

**FY 2017 BUDGET
EXPENDITURE BY OBJECT AND PROGRAM CLASSIFICATION**

FUNCTION - PUBLIC WORKS

ACTIVITY - PARKS & RECREATION

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 ACTUAL	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2017 ADOPTED	BUDGET
							FY 2017-2016 PCT CHG
<u>PERSONNEL EXPENSES</u>							
01-3810-45400	Employee Services	\$313,834	\$286,310	\$247,159	\$264,458	\$330,394	25%
01-3810-45650	Overtime	3,163	1,134	3,212	2,708	2,708	0%
01-3810-46300	F.I.C.A.	23,777	22,702	17,606	18,806	25,406	35%
01-3810-46500	Health & Life Insurance	67,462	56,224	58,398	111,615	93,749	-16%
01-3810-47000	Worker's Compensation	19,859	24,479	10,417	12,513	11,263	-10%
01-3810-48000	Retirement / Pension	31,799	35,041	25,546	25,381	27,279	7%
01-3810-48010	Life and LTD					3,098	100%
Total Personnel Expenses		\$459,894	\$425,890	\$362,338	\$435,481	\$493,897	13%

POSITIONS

Full-Time

Parks Supervisor	1	1	1	1	1
Line Clearing Arborist	1	1	1	1	1
Park Crew Chiefs	2	2	2	2	2
Park Laborers	5	5	5	5	5
Tree Laborer	1	1	1	0	0
Total P.W. Parks & Rec. Positions	10	10	10	9	9

**FY 2017 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION
NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS**

FUNCTION - PUBLIC WORKS

ACTIVITY – PARKS & RECREATION

PERSONNEL EXPENSES - PARKS & RECREATION

01-3810-45400	Employee Services: Salaries and accruals paid to Parks & Recreation employees.
01-3810-45650	Overtime: Compensation for overtime.
01-3810-46300	F.I.C.A.: Federal Insurance Contribution Act.
01-3810-46500	Health & Life Insurance: Provides group health, and dental insurance for employees. (Life insurance moved to Life and LTD FY 2017.)
01-3810-47000	Worker's 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.

**FY 2017 BUDGET
EXPENDITURE BY OBJECT AND PROGRAM CLASSIFICATION**

FUNCTION - PUBLIC WORKS

ACTIVITY - PARKS & RECREATION

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 ACTUAL	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2017 ADOPTED	BUDGET FY 2017-2016 PCT CHG
<u>OPERATING EXPENSES</u>							
01-3810-51130	Parks Contractual	\$1,830	\$1,710	\$1,850	\$1,395	\$16,500	1083%
01-3810-52130	Vehicle Operation & Maintenance	23,195	20,921	26,750			
01-3810-52140	Vehicle Gasoline Use	35,348	35,348	22,873			
01-3810-52160	Playground Equipment Maintenance	4,436	2,185	3,641	4,500	4,500	0%
01-3810-52180	Equipment Rental	165	742	2,787	3,000	9,000	200%
01-3810-52210	Operating Equip Repair & Maintenance	1,384	2,453	5,205	6,000	6,000	0%
01-3810-53130	Small Tools	433	988	1,626	2,000	2,000	0%
01-3810-53550	Empl Substance Testing & Physicals	867	1,738	626			
01-3810-53570	Uniforms	5,515	6,886	6,979			
01-3810-54250	Parks, Fields & Tree Maintenance	22,579	20,116	28,743	30,000	30,000	0%
01-3810-54260	Curb Trees		3,468	7,256	10,000	10,000	0%
01-3810-54270	Community Garden		84	1,016	2,500	2,500	0%
01-3810-54310	Recreation - Boys' & Girls' Club	7,343		7,510			
Total Operating Expenses		\$103,095	\$96,639	\$116,862	\$59,395	\$80,500	36%

**FY 2017 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION
NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS**

FUNCTION - PUBLIC WORKS

**ACTIVITY – PARKS & RECREATION
OPERATING EXPENSES - PARKS & RECREATION**

- 01-3810-51130** **Parks Contractual:** Costs associated with services and contracts to maintain lights, sprinkler systems, and various items at the parks.
- 01-3810-52130** **Vehicle Operation & Maintenance:** Maintenance, operation, painting, repair, and parts such as; tires, batteries, and labor for public works park department vehicles. (Consolidated under Public Works Administration starting FY 2016.)
- 01-3810-52140** **Vehicle Gasoline Use:** Gasoline, diesel, and oil cost incurred by park & recreation vehicles. (Consolidated under Public Works Administration starting FY 2016.)
- 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.
- 01-3810-53550** **Employee Substance Testing & Physicals:** Provides for random testing to detect substance abuse and pre-employment physicals. (Consolidated under Human Resources starting FY 2016.)
- 01-3810-53570** **Uniforms:** Costs of uniform items necessary during the discharge of duties such as shoes, gloves, etc. (Consolidated under Public Works Administration starting FY 2016.)
- 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.

Public Works Operating Expense Continued

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.

01-3810-54310 **Recreation - Boys' & Girls' Club:** Funding for gym rental and field maintenance costs. (Consolidated under Mayor starting FY 2016.)

**FY 2017 BUDGET
EXPENDITURE BY OBJECT AND PROGRAM CLASSIFICATION**

FUNCTION - PUBLIC WORKS

ACTIVITY - PARKS & RECREATION

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 ACTUAL	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2017 ADOPTED	BUDGET FY 2017-2016 PCT CHG
<u>CAPITAL OUTLAY</u>							
01-3810-57380	Mowers	\$4,230			\$12,500		-100%
01-3810-57440	Leaf Vacuum				30,000		-100%
01-3810-58370	Beckett Field Irrigation & Lights		92,718	53,924			
01-3810-58375	Bicentennial Retaining Wall			780	80,000		-100%
01-3810-58395	Community Dog Park			22,882			
01-3810-58396	Beckett Field					14,000	100%
01-3810-58397	Frenchman's Creek					25,000	100%
	Total Capital Expenses	\$4,230	\$92,718	\$77,586	\$122,500	\$39,000	-68%
TOTAL PUBLIC WORKS PARKS & RECREATION		\$567,219	\$615,247	\$556,786	\$617,376	\$613,397	-1%

**FY 2017 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION
NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS**

FUNCTION - PUBLIC WORKS

ACTIVITY – PARKS & RECREATION

Capital Expenses

- | | |
|----------------------|--|
| 01-3810-57380 | Mowers: Purchase of new mowers. |
| 01-3810-57440 | Leaf Vacuum: Purchase of a leaf vacuum trailer for leaf collection in the Fall. |
| 01-3810-58370 | Beckett Field Irrigation & Lights: To purchase and install irrigation equipment and lights in Beckett Field. Revenue for project is derived from a state bond bill. |
| 01-3810-58375 | Bicentennial Retaining Wall: Funds for engineering and construction, replacing the retaining wall at Bicentennial Park |
| 01-3810-58395 | Community Dog Park: Grant funded, dog park construction at West Field. |
| 01-3810-58396 | Beckett Field: Improvements to Beckett Field. |
| 01-3810-58397 | Frenchman's Creek: Improvements to Frenchman's Creek. |

**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

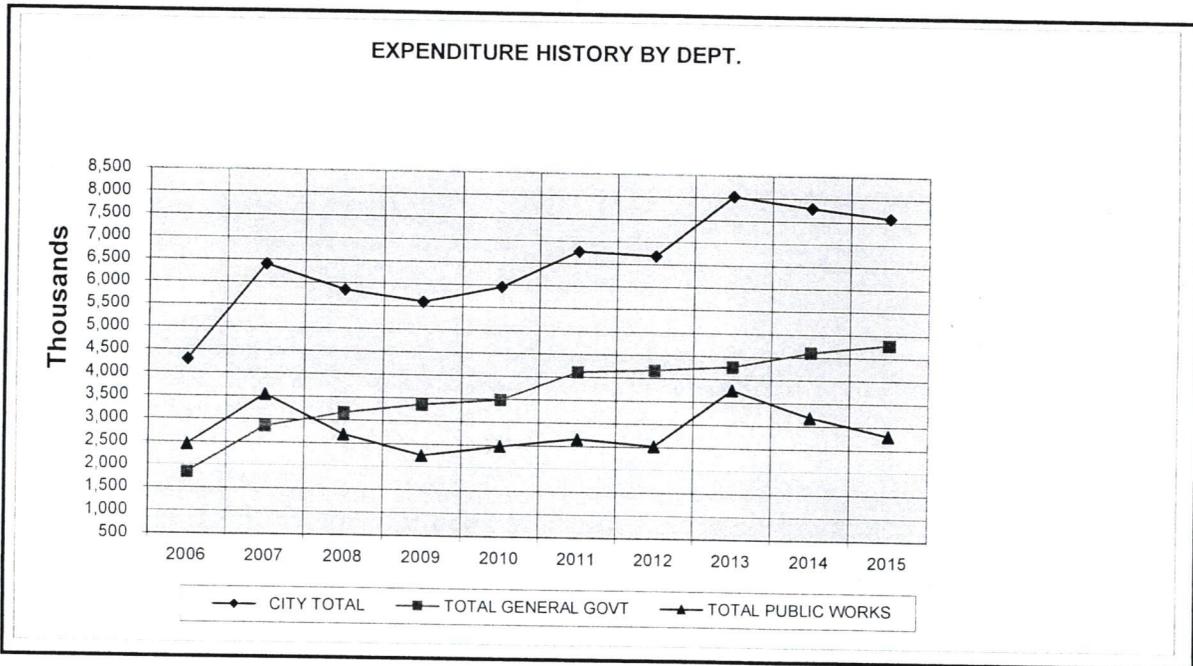
APPENDIX F - COST PER CAPITA FOR CITY SERVICES FOR LAST TEN YEARS

APPENDIX G - EXPENDITURES BY CATEGORY FY 2013 THRU 2017

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

CITY OF NEW CARROLLTON, MARYLAND
GENERAL FUND
GENERAL GOVERNMENT EXPENDITURES BY FUNCTION
LAST TEN FISCAL YEARS

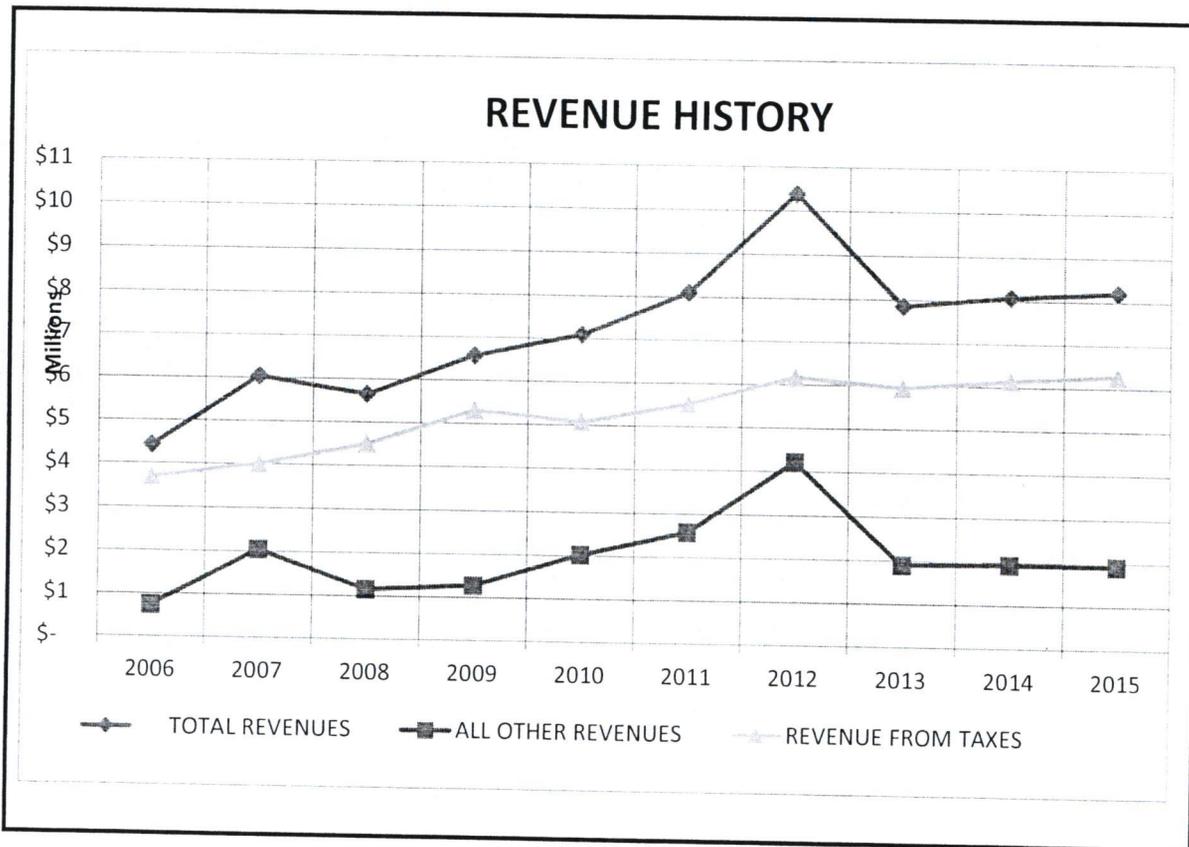
FISCAL YEAR	PUBLIC WORKS ADMIN	HIGH WAYS	SANITATION	PARKS & RECR.	TOTAL PUBLIC WORKS	GENERAL GOVT	PUBLIC HEALTH CODE ENF	PUBLIC SAFETY POLICE	WEIN-BACH FUND	DEBT SERVICE	TOTAL GENERAL GOVT	CITY TOTAL
2006	519,863	541,045	856,134	534,057	2,451,099	987,121	288,796	320,984	4,000	235,541	1,836,442	4,287,541
2007	494,787	1,631,938	898,678	517,448	3,542,851	1,144,988	344,321	1,063,486	4,000	294,587	2,851,382	6,394,233
2008	661,146	533,728	999,670	495,607	2,690,151	1,184,113	343,358	1,253,475	5,000	373,430	3,159,376	5,849,527
2009	419,104	452,021	866,299	511,344	2,248,768	1,266,977	385,779	1,311,350	3,000	388,673	3,355,779	5,604,547
2010	422,925	607,968	894,595	547,397	2,472,885	1,208,177	406,675	1,463,257	4,000	399,621	3,481,730	5,954,615
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	1,119,913	556,786	2,800,198	1,584,475	441,256	2,417,173	2,000	333,719	4,778,623	7,578,821



APPENDIX A

**CITY OF NEW CARROLLTON, MARYLAND
GENERAL FUND
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
2006	\$ 3,686,490	\$ 180,398	\$ 122,000	\$ 66,129	\$ 66,271	\$ 306,203	\$ 741,001	\$ 4,427,491
2007	3,999,419	495,001	564,234	259,786	109,399	614,420	2,042,840	6,042,259
2008	4,494,435	160,198		192,730	83,841	716,774	1,153,543	5,647,978
2009	5,301,025	165,567	200,000	82,985	38,074	785,309	1,271,935	6,572,960
2010	5,066,353	187,186	175,000	247,616	8,330	1,406,215	2,024,347	7,090,700
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



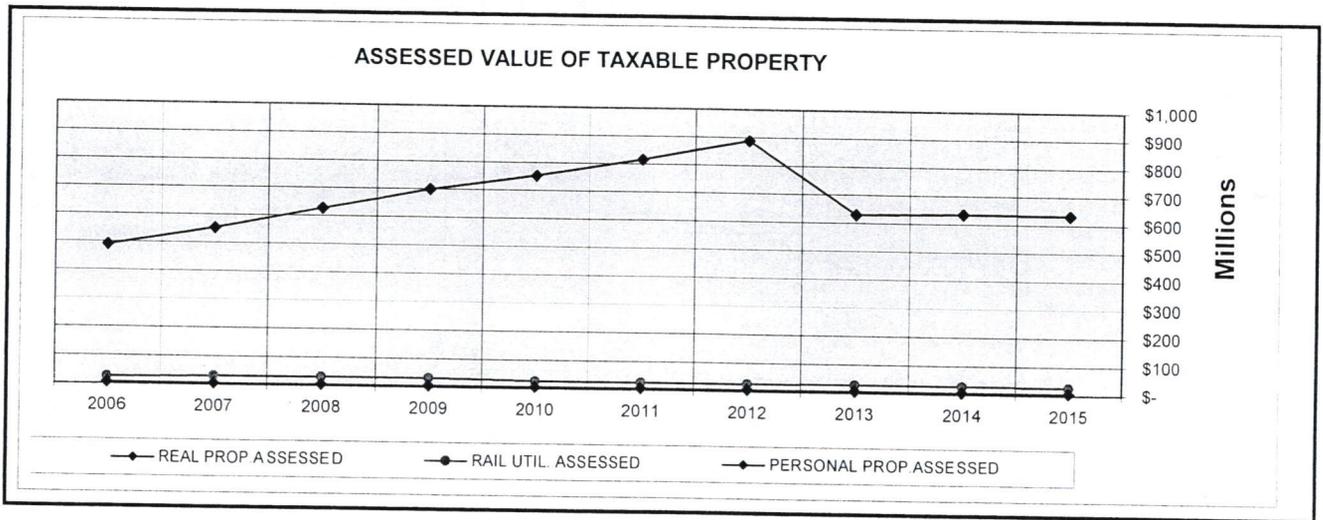
APPENDIX B

**CITY OF NEW CARROLLTON, MARYLAND
 ASSESSED AND ESTIMATED ACTUAL VALUE OF TAXABLE PROPERTY
 LAST TEN FISCAL YEARS**

FISCAL YEAR	REAL PROPERTY		PERSONAL PROPERTY		RAILROADS & PUBLIC UTILITY PROPERTIES		TOTALS	
	ASSESSED VALUE	ESTIMATED RETAIL VALUE	ASSESSED VALUE	ESTIMATED RETAIL VALUE	ASSESSED VALUE	ESTIMATED RETAIL VALUE	ASSESSED VALUE	ESTIMATED RETAIL VALUE
	2006	\$ 489,790,250	\$ 489,790,250	\$ 24,495,090	\$ 48,990,180	\$ 4,688,730	\$ 9,377,460	\$ 518,974,070
2007	552,380,358	552,380,358	30,108,723	60,217,446	4,162,872	8,325,744	586,651,953	620,923,548
2008	626,637,556	626,637,556	31,067,660	62,135,320	4,469,362	8,938,724	662,174,578	697,711,600
2009	699,764,200	699,764,200	31,472,000	62,944,000	4,137,700	8,275,400	735,373,900	770,983,600
2010	752,818,800	752,818,800	26,298,410	52,596,820	4,928,180	9,856,360	784,045,390	815,271,980
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

SOURCE - PRINCE GEORGE'S COUNTY ASSESSMENTS OFFICE

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

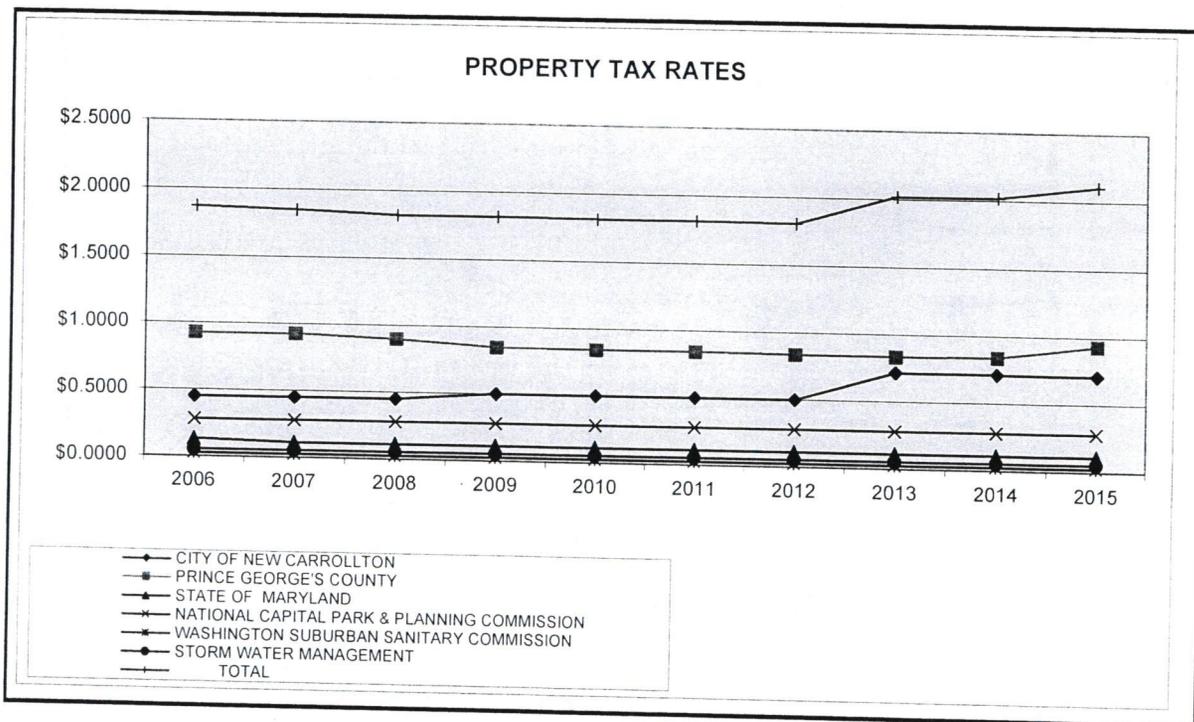


APPENDIX C

**CITY OF NEW CARROLLTON, MARYLAND
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
2006	\$0.4500	\$0.9261	\$0.1320	\$0.2790	\$0.0260	\$0.0540	\$1.8671
2007	0.4500	0.9245	0.1120	0.2790	0.0260	0.0540	1.8455
2008	0.4500	0.8970	0.1120	0.2790	0.0260	0.0540	1.8180
2009	0.5000	0.8460	0.1120	0.2790	0.0260	0.0540	1.8170
2010	0.5000	0.8420	0.1120	0.2790	0.0260	0.0540	1.8130
2011	0.5000	0.8420	0.1120	0.2790	0.0260	0.0540	1.8130
2012	0.5000	0.8350	0.1120	0.2790	0.0260	0.0540	1.8060
2013	0.7136	0.8340	0.1120	0.2790	0.0260	0.0540	2.0186
2014	0.7121	0.8370	0.1120	0.2790	0.0260	0.0540	2.0201
2015	0.7059	0.9300	0.1120	0.2790	0.0260	0.0540	2.1069

SOURCE: Prince George's County Department of Finance for Prince George's County, State of Maryland. Maryland-National Capital Parks & Planning Commission, Washington Suburban Sanitary Commission. City of New Carrollton from City records.

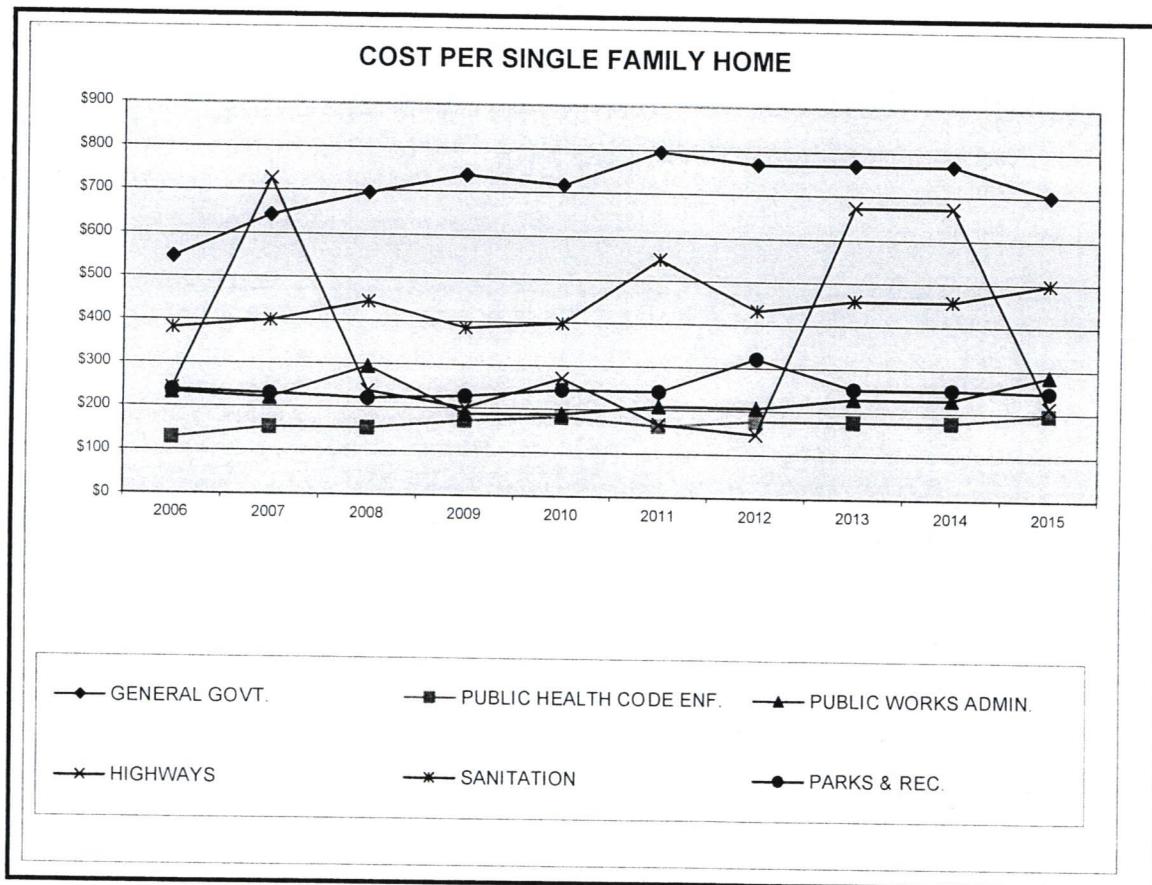


CITY OF NEW CARROLLTON, MARYLAND COST PER SINGLE FAMILY HOME LAST TEN FISCAL YEARS

FISCAL YEAR	GENERAL	PUBLIC	PULIC	GENERAL	PUBLIC	HIGHWAYS	SANITATION	PARKS & REC.	PUBLIC	COST PER SINGLE HOME
	GOVT.	HEALTH	SAFETY	GOVT.	WORKS				WORKS	
		CODE ENF.	POLICE	TOTAL	ADMIN.				TOTAL	
2006	\$545	\$128	\$143	\$674	\$231	\$241	\$381	\$237	\$1,090	\$1,764
2007	\$642	\$153	\$473	\$795	\$220	\$726	\$400	\$230	\$1,575	\$2,370
2008	\$695	\$153	\$557	\$1,405	\$294	\$237	\$444	\$220	\$1,196	\$2,601
2009	\$738	\$172	\$583	\$1,492	\$186	\$201	\$385	\$227	\$1,000	\$2,492
2010	\$717	\$181	\$651	\$1,548	\$188	\$270	\$398	\$243	\$1,100	\$2,648
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	\$1,245	\$3,217

NOTES: Condominium container cost has been excluded from the Sanitation cost.

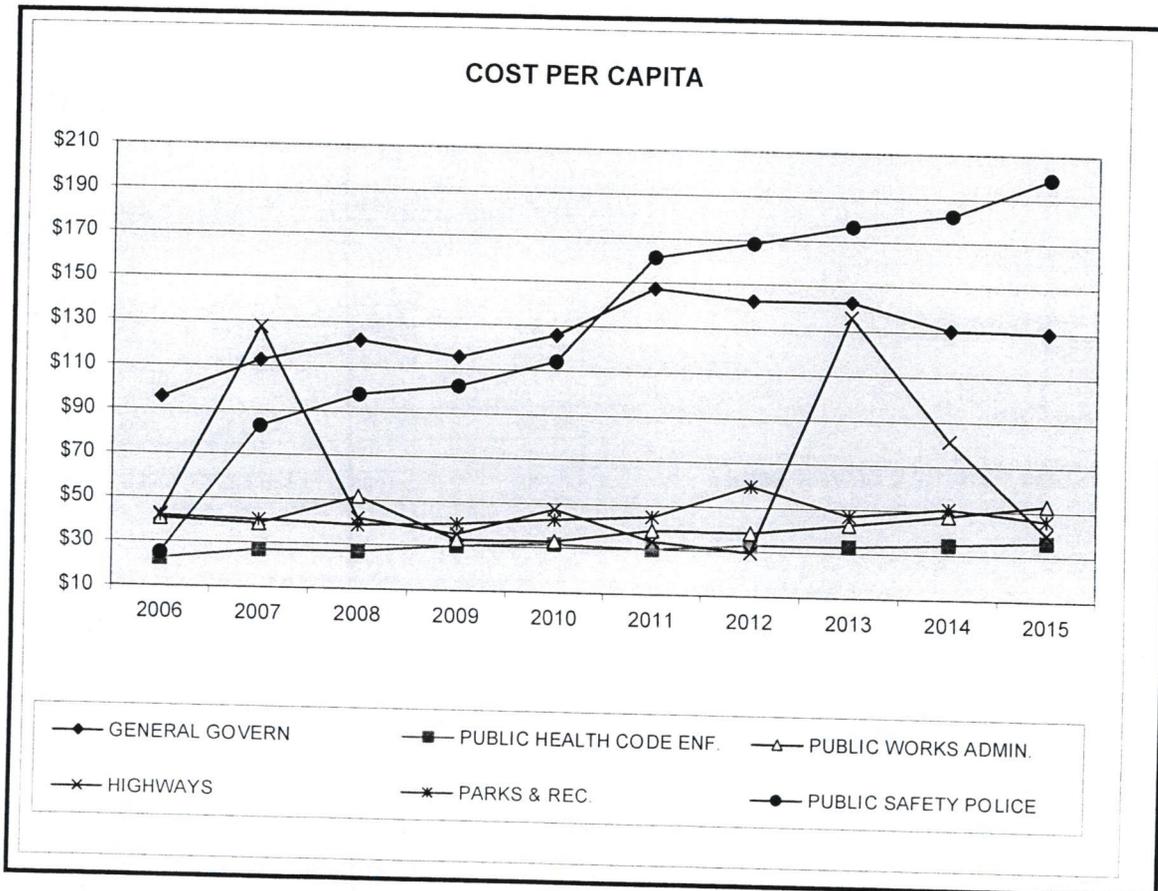
Number of single family homes were taken from the Comprehensive Annual Financial Report to compute cost for each respective year.



CITY OF NEW CARROLLTON, MARYLAND COST PER CAPITA LAST TEN FISCAL YEARS

FISCAL YEAR	GENERAL GOVERN	PUBLIC HEALTH CODE ENF.	PUBLIC SAFETY POLICE	GENERAL GOVERN. TOTAL	PUBLIC WORKS ADMIN.	HIGHWAYS	SANITATION	PARKS & REC.	PUBLIC WORKS TOTAL	TOTAL COST PER CAPITA
2006	\$ 96	\$ 23	\$ 25	\$ 143	\$ 41	\$ 42	\$ 67	\$ 42	\$ 191	\$ 334
2007	113	27	83	222	39	127	70	40	276	499
2008	122	27	98	246	52	42	78	39	210	456
2009	115	30	102	248	33	35	68	40	175	423
2010	126	32	114	272	33	47	70	43	193	465
2011	147	30	161	339	39	34	102	45	219	558
2012	142	33	168	343	38	30	80	59	207	551
2013	142	33	177	352	43	136	85	47	310	662
2014	130	35	182	347	47	81	83	51	263	610
2015	130	36	199	365	53	40	92	46	231	596

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



FY 2017 BUDGET

CITY OF NEW CARROLLTON, MARYLAND
EXPENDITURES BY CATEGORY

CATEGORY	FY 2013 ACTUAL	FY 2014 ACTUAL	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2017 ADOPTED
GENERAL GOVERNMENT					
<u>Mayor & Council</u>					
Personnel	\$36,986	\$35,553	\$36,800	\$40,528	\$39,976
Operations	27,735	18,384	23,665	42,204	48,005
Capital	-	-	-	-	-
Sub-Total	64,721	53,937	60,465	82,732	87,981
<u>G.G. Administration</u>					
Personnel	522,006	693,487	576,411	525,878	637,139
Operations	461,671	534,692	471,104	565,111	621,268
Capital	87,199	65,140	169,689	57,000	128,100
Sub-Total	1,070,876	1,293,319	1,217,204	1,147,989	1,386,507
<u>Economic Development</u>					
Personnel	-	-	23,299	40,848	81,590
Operations	-	-	176	34,765	42,500
Capital	-	-	-	-	30,000
Sub-Total	-	-	23,475	75,613	154,090
<u>Finance & Accounting</u>					
Personnel	138,687	196,236	232,896	239,956	247,970
Operations	32,249	34,251	41,510	41,866	34,945
Capital	1,108	5,587	-	7,000	60,000
Sub-Total	172,044	236,074	274,406	288,822	342,915
<u>P.H. Code Enforcement</u>					
Personnel	340,255	359,612	374,078	428,289	375,636
Operations	47,406	43,893	38,138	63,106	58,600
Capital	11,636	16,291	29,040	12,000	5,500
Sub-Total	399,297	419,796	441,256	503,395	439,736
TOTAL GENERAL GOVERNMENT					
	1,706,938	2,003,126	2,016,806	2,098,552	2,411,229
PUBLIC SAFETY					
<u>Police Administration</u>					
Personnel	301,361	409,728	507,692	537,669	573,673
Operations	102,850	144,385	177,397	305,544	331,900
Capital	-	2,419	57,670	65,500	7,500
Sub-Total	404,211	556,532	742,759	908,713	913,073
<u>Police Special Operation</u>					
Personnel	335,526	164,401	68,022	74,861	77,815
Operations	67,325	15,198	12,992	7,440	109,750
Capital	158,711	24,147	-	20,000	-
Sub-Total	561,562	203,746	81,014	102,301	187,565

CATEGORY	FY 2013 ACTUAL	FY 2014 ACTUAL	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2017 ADOPTED
<u>Police Patrol Service</u>					
Personnel	\$869,845	\$1,037,336	\$1,151,328	\$1,359,631	\$1,372,972
Operations	113,935	144,587	138,104	37,785	53,000
Capital	-	66,333	106,611	160,000	-
Sub-Total	983,780	1,248,256	1,396,043	1,557,416	1,425,972
<u>Police Parking & Animal Control Enforcement</u>					
Personnel	174,248	176,053	172,589	196,084	199,887
Operations	19,702	24,234	24,768	3,000	4,000
Capital	-	2,199	-	3,500	-
Sub-Total	193,950	202,486	197,357	202,584	203,887
TOTAL PUBLIC SAFETY	2,143,503	2,211,020	2,417,173	2,771,014	2,730,497
<u>PUBLIC WORKS</u>					
<u>P.W. Administration</u>					
Personnel	378,760	413,977	424,511	653,356	650,057
Operations	139,051	160,276	169,598	405,938	412,750
Capital	-	2,090	48,323	43,500	16,778
Sub-Total	517,811	576,343	642,432	1,102,794	1,079,585
<u>P.W. Highways</u>					
Personnel	201,129	259,522	254,943	345,638	314,335
Operations	225,753	218,725	211,914	169,549	171,500
Capital	1,219,997	507,812	14,210	350,000	600,000
Sub-Total	1,646,879	986,059	481,067	865,187	1,085,835
<u>P.W. Sanitation</u>					
Personnel	549,567	557,930	564,833	614,900	606,794
Operations	455,000	452,987	464,289	407,333	428,880
Capital	24,710	-	90,791	180,000	-
Sub-Total	1,029,277	1,010,917	1,119,913	1,202,233	1,035,674
<u>P.W. Parks & Recreation</u>					
Personnel	459,894	425,890	362,338	435,481	493,897
Operations	103,095	96,639	116,862	59,395	80,500
Capital	4,230	92,718	77,586	122,500	39,000
Sub-Total	567,219	615,247	556,786	617,376	613,397
TOTAL PUBLIC WORKS	3,761,186	3,188,566	2,800,198	3,787,590	3,814,491
<u>Other Expenditures</u>					
TOTAL MISCELLANEOUS	420,197	382,247	335,719	578,922	517,044
TOTAL EXPENDITURES	\$8,031,824	\$7,784,958	\$7,569,896	\$9,236,077	\$9,473,261

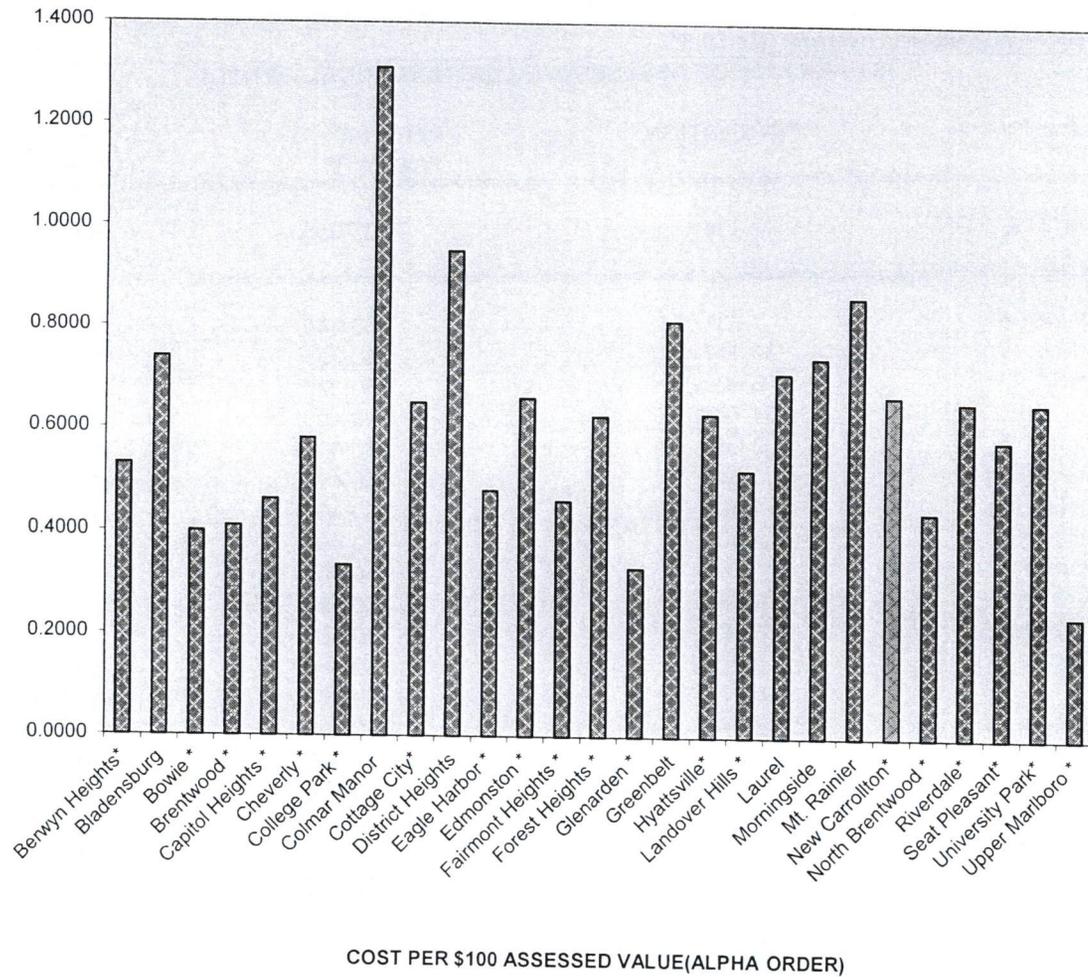
CURRENT REAL PROPERTY TAX RATES OF
MUNICIPALITIES IN PRINCE GEORGE'S COUNTY
(FOR THE TAXABLE YEAR BEGINNING JULY 1, 2015)
COST PER \$100 OF ASSESSED VALUE (ALPHA ORDER)

Municipal property taxes in Prince George's County range from \$0.24 to \$1.037 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

MUNICIPALITY	POPULATION	TAX RATE PER \$100	+OVER () UNDER THE AVG.
NEW CARROLLTON	12,135	0.6652	\$0.057
Berwyn Heights*	3,123	0.5300	(\$0.078)
Bladensburg	9,148	0.7400	\$0.132
Bowie *	54,727	0.4000	(\$0.208)
Brentwood *	3,046	0.4107	(\$0.198)
Capitol Heights *	4,337	0.4619	(\$0.147)
Cheverly *	6,173	0.5800	(\$0.028)
College Park *	30,413	0.3350	(\$0.273)
Colmar Manor	1,404	1.3100	\$0.702
Cottage City*	1,305	0.6500	\$0.042
District Heights	5,837	0.9488	\$0.340
Eagle Harbor *	63	0.4800	(\$0.128)
Edmonston *	959	0.6600	\$0.052
Fairmont Heights *	1,494	0.4600	(\$0.148)
Forest Heights *	2,447	0.6248	\$0.016
Glenarden *	6,000	0.3310	(\$0.277)
Greenbelt	23,068	0.8125	\$0.204
Hyattsville*	14,733	0.6300	\$0.022
Landover Hills *	1,687	0.5200	(\$0.088)
Laurel	25,115	0.7100	\$0.102
Morningside	2,015	0.7400	\$0.132
Mt. Rainier	8,080	0.8600	\$0.252
New Carrollton*	12,135	0.6652	\$0.057
North Brentwood *	517	0.4400	(\$0.168)
Riverdale*	6,956	0.6540	\$0.046
Seat Pleasant*	4,542	0.5800	(\$0.028)
University Park*	2,548	0.6530	\$0.045
Upper Marlboro *	631	0.2400	(\$0.368)
Mean Tax Rate		0.6084	\$0.000
Median Tax Rate		0.6248	

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

FY 2016
MUNICIPAL TAX RATES



APPENDIX H

CURRENT REAL PROPERTY TAX RATES OF
MUNICIPALITIES IN PRINCE GEORGES COUNTY
(FOR THE TAXABLE YEAR ENDING JUNE 30, 2015)
COST PER \$100 OF ASSESSED VALUE (NUMERICAL ORDER)

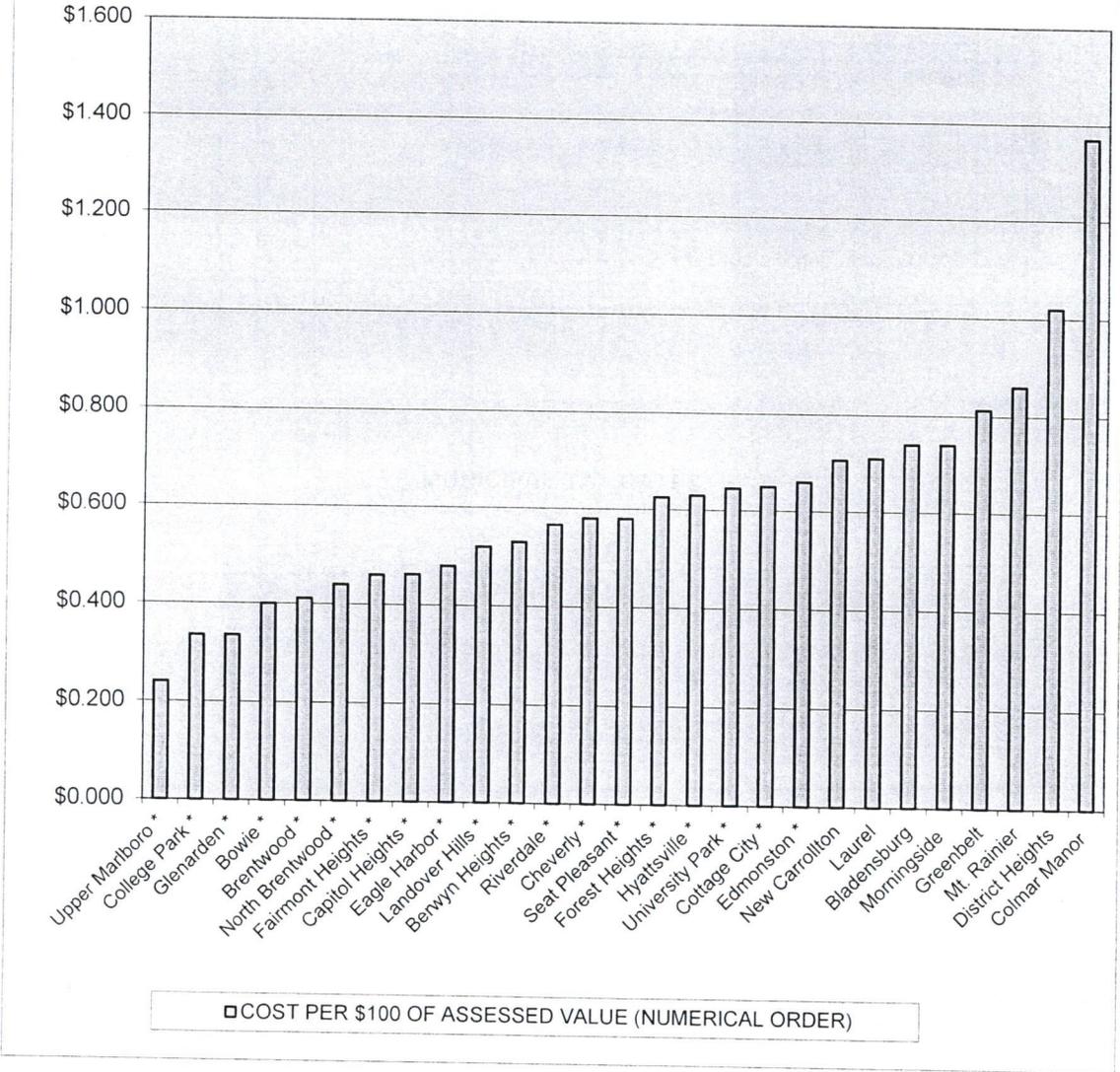
Municipal property taxes in Prince George's County range from \$0.24 to \$1.037 per \$100 of assessed valuation. The City of New Carrollton's tax rate is 20th out of twenty-seven County municipalities. The average rate \$0.61

COST PER \$100 OF ASSESSED VALUE (NUMERICAL ORDER)

MUNICIPALITY	POPULATION	PER \$100 TAX RATE	+OVER THE AVG. () UNDER
NEW CARROLLTON	12,135	0.7059	\$0.094
Upper Marlboro *	631	\$0.240	(\$0.371)
College Park *	30,413	\$0.335	(\$0.276)
Glenarden *	6,000	\$0.336	(\$0.275)
Bowie *	54,727	\$0.400	(\$0.211)
Brentwood *	3,046	\$0.411	(\$0.201)
North Brentwood *	517	\$0.440	(\$0.171)
Fairmont Heights *	1,494	\$0.460	(\$0.151)
Capitol Heights *	4,337	\$0.462	(\$0.150)
Eagle Harbor *	63	\$0.480	(\$0.131)
Landover Hills *	1,687	\$0.520	(\$0.091)
Berwyn Heights *	3,123	\$0.530	(\$0.081)
Riverdale *	6,956	\$0.566	(\$0.045)
Cheverly *	6,173	\$0.580	(\$0.031)
Seat Pleasant *	4,542	\$0.580	(\$0.031)
Forest Heights *	2,447	\$0.625	\$0.013
Hyattsville *	14,733	\$0.630	\$0.019
University Park *	2,548	\$0.645	\$0.034
Cottage City *	1,305	\$0.650	\$0.039
Edmonston *	959	\$0.660	\$0.049
New Carrollton	12,135	\$0.706	\$0.094
Laurel	25,115	\$0.710	\$0.099
Bladensburg	9,148	\$0.740	\$0.129
Morningside	2,015	\$0.740	\$0.129
Greenbelt	23,068	\$0.813	\$0.201
Mt. Rainier	8,080	\$0.860	\$0.249
District Heights	5,837	\$1.020	\$0.409
Colmar Manor	1,404	\$1.370	\$0.759
	Mean Tax Rate	0.6114	(\$0.000)
	Median Tax Rate	0.5800	

NOTE: Population taken from U.S. Census, 2010
Tax rates obtained from Prince George's County office of Finance.
* Tax rates equal to or lower than New Carrollton's

FY 2015
MUNICIPAL TAX RATES



APPENDIX H (PART-2)

CITY OF NEW CARROLLTON
PUBLIC SAFETY DEPARTMENT
SPECIAL TAXING DISTRICT - ENHANCED POLICE SERVICES

	FY 13 ACTUAL			FY 14 ACTUAL			FY 15 Actual			FY 16 BUDGET			FY 17 ADOPTED BUDGET		
	APART	COMM	TOTAL	APART	COMM	TOTAL	APART	COMM	TOTAL	APART	COMM	TOTAL	APART	COMM	TOTAL
Revenues															
Business Real Property - Public Safety	126,455	139,053	265,508	128,229	99,184	227,413	136,704	91,300	228,004	175,854	117,236	293,090	178,095	118,730	296,825
Personal Property - Public Safety		48,819	48,819		38,411	38,411		39,332	39,332		40,000	40,000		42,187	42,187
TOTAL REVENUES	126,455	187,872	314,327	128,229	137,595	265,824	136,704	130,632	267,336	175,854	157,236	333,090	178,095	160,917	339,012
Expenses															
	60%	40%		60%	40%		60%	40%		60%	40%		60%	40%	
Lieutenant (1/2 time of one)	18,900	12,600	31,500	19,278	12,852	32,130	19,762	13,175	32,937	20,355	13,570	33,925	20,966	13,977	34,943
Shift sergeants (1/3 time of four)	43,200	28,800	72,000	44,064	29,376	73,440	44,096	29,397	73,493	25,553	17,035	42,588	26,319	17,546	43,866
Police Officers (two and 1/2 full time) FY 2017	54,000	36,000	90,000	55,080	36,720	91,800	51,742	34,494	86,236	51,742	34,494	86,236	66,617	44,412	111,029
Investigator (1/3 time of one)	11,000	7,333	18,333	11,220	7,480	18,700	9,306	6,204	15,510	9,776	6,517	16,293	10,069	6,713	16,782
Admin Assistant (one full time)	21,000	14,000	35,000	21,420	14,280	35,700	25,122	16,748	41,870	25,871	17,247	43,118	26,647	17,765	44,412
Office manager (1/2 time of one)	12,000	8,000	20,000	12,240	8,160	20,400	14,240	9,493	23,733	14,664	9,776	24,440	15,104	10,069	25,173
Parking Officer (one full time)	24,000	16,000	40,000	24,480	16,320	40,800	24,511	16,340	40,851	25,247	16,831	42,078	26,004	17,336	43,340
Grant Funded Officer (1/4 time of one) FY 2017													6,662	4,441	11,103
Property Officer (1/2 time of one)	19,000		19,000	19,380		19,380	19,380		19,380	10,780		10,780	11,103		11,103
TOTAL SALARIES	203,100	122,733	325,833	207,162	125,188	332,350	208,158	125,852	334,010	183,987	115,471	299,458	209,491	132,259	341,750
FICA	15,187	9,177	24,364	15,491	9,361	24,852	15,565	9,411	24,976	13,758	8,634	22,392	15,665	9,890	25,555
Health & Life Insurance	24,513	14,813	39,327	25,004	15,110	40,113	25,124	15,190	40,314	22,206	13,937	36,143	25,285	15,963	41,248
Workers' Compensation	18,961	11,458	30,419	19,340	11,687	31,028	19,433	11,749	31,183	17,177	10,780	27,957	19,558	12,347	31,905
Retirement/Pension	18,749	11,330	30,079	19,124	11,557	30,680	19,216	11,618	30,834	16,984	10,660	27,644	19,339	12,209	31,548
TOTAL PERSONNEL COSTS	280,510	169,512	450,023	286,120	172,903	459,023	287,496	173,820	461,316	254,112	159,483	413,594	289,338	182,669	472,006
Vehicle operations and maintenance	8,797	5,865	14,662	10,066	6,710	16,776	9,866	6,577	16,444	10,472	6,982	17,454	10,681	6,709	17,390
Vehicle gasoline use	10,763	7,175	17,938	14,120	9,414	23,534	14,508	9,672	24,179	14,691	9,794	24,485	14,985	9,865	24,850
Office supplies and printing	1,982	1,321	3,303	1,513	1,009	2,522	1,914	1,276	3,191	1,575	1,050	2,625	1,607	1,302	2,908
Field supplies	5,767	3,845	9,612	2,451	1,634	4,085	1,180	787	1,967	2,550	1,700	4,250	2,601	802	3,403
Small equipment	702	468	1,169	1,440	960	2,400	612	408	1,020	1,498	999	2,497	1,528	416	1,944
Small weapons	1,922	1,282	3,204	2,677	1,784	4,461	2,741	1,827	4,568	2,785	1,856	4,641	2,841	1,864	4,704
Employee training	1,666	1,110	2,776	3,756	2,504	6,260	5,606	3,737	9,343	3,908	2,605	6,513	3,986	3,812	7,798
Travel and meetings	406	271	677	74	49	124	-	-	-	77	51	128	79	-	79
Employee substance testing and physicals	1,071	714	1,784	2,149	1,433	3,581	754	503	1,257	2,236	1,490	3,726	2,281	513	2,794
Uniforms	1,386	924	2,309	6,187	4,125	10,312	5,499	3,666	9,166	6,437	4,291	10,728	6,566	3,740	10,305
Telephones	730	486	1,216	900	600	1,500	1,144	763	1,907	936	624	1,560	955	778	1,733
Cell phones	5,410	3,607	9,017	5,490	3,660	9,150	5,008	3,338	8,346	5,712	3,808	9,520	5,826	3,405	9,231
Miscellaneous	416	277	693	1,228	819	2,047	885	590	1,475	1,278	852	2,130	1,304	602	1,906
TOTAL OPERATIONS	41,017	27,344	68,361	52,051	34,701	86,752	49,717	33,145	82,862	54,155	36,102	90,257	55,238	33,808	89,046
Vehicles										31,677	28,323	60,000			
Vehicle Equipment										8,236	7,364	15,600			
Computers							1,278	1,222	2,500	4,435	3,965	8,400			
Radios										2,534	2,266	4,800			
Phasers										6,335	5,665	12,000			
Body Cameras							818	782	1,600	3,484	3,116	6,600			
TOTAL CAPITAL	-	-	-	-	-	-	2,097	2,003	4,100	56,701	50,699	107,400	-	-	-
TOTAL EXPENSES	321,527	196,857	518,384	338,172	207,603	545,775	339,310	208,968	548,279	364,968	246,284	611,251	344,576	216,476	561,052
Net Revenue / (Net Cost to City)	(195,072)	(8,985)	(204,057)	(209,942)	(70,009)	(279,951)	(202,606)	(78,336)	(280,942)	(189,114)	(89,048)	(278,161)	(166,481)	(55,559)	(222,040)

**CITY OF NEW CARROLLTON
CAPITAL OUTLAY
FY 2017 BUDGET**

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 ACTUAL	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2017 ADOPTED
GENERAL GOVERNMENT						
G.G. Administration						
01-1510-57020	City Hall Entrance Sign		\$3,033			
01-1510-57100	Vehicle-Car			23,113		
01-1510-58050	Furniture & Fixtures	3,285	17,711		2,000	2,500
01-1510-58100	Computers	5,350			5,000	5,000
01-1510-58102	Building Maint Equipment					5,000
01-1510-58120	Website					30,000
01-1510-58220	Generator & Trailer	23,291	3,200			
01-1510-58250	Cable TV Equipment Grant	55,273	30,496	22,885	50,000	50,000
01-1510-58300	New Telephone System		10,700			
01-1510-58320	Municipal Center Alarm			26,349		
01-1510-58340	Municipal Center Building Assessment			97,342		
01-1530-58110	Software					3,600
01-1530-58340	Compensation Study					32,000
Sub -Total		87,199	65,140	169,689	57,000	128,100
Economic Development						
01-1520-58190	Banners					30,000
Sub -Total		0	0	0	0	30,000
Finance & Accounting						
01-2010-58050	Furniture & Fixtures				\$3,000	\$1,000
01-2010-58100	Computers	1,108	2,492		4,000	1,000
01-2010-58110	Software		3,095			58,000
Sub -Total		1,108	5,587	0	7,000	60,000
Code Enforcement						
01-2510-57100	Vehicle		\$16,291			
01-2510-58100	Computers			5,808	12,000	1,500
01-2510-58110	Code Enforcement Softwar	11,636		23,232		4,000
Sub -Total		\$11,636	\$16,291	\$29,040	\$12,000	\$5,500
TOTAL GENERAL GOVERNMENT		\$99,943	\$87,018	\$198,729	\$76,000	\$223,600
PUBLIC SAFETY						
Police Administration						
01-3010-57100	Vehicles			\$9,363	\$25,000	
01-3010-58000	Furniture & Fixtures					2,500
01-3010-58100	Computers		790	24,514	4,500	5,000
01-3010-58120	Body Camera		1,629		6,000	
01-3010-58130	Live Scan Finger Print System			23,793		
01-3010-58140	Highway Message Trailer				30,000	
Sub -Total		\$0	\$2,419	\$57,670	\$65,500	\$7,500
Police Speed Camera						
01-3030-57010	Building Security System	\$25,071	\$12,146			
01-3030-57100	Vehicles	112,028				
01-3030-57360	Vehicle Equipment	19,753				
01-3030-57370	Motorola Vehicle Radios	1,859				
01-3030-57380	Defibrillators		12,000			
01-3030-57390	Phasers				20,000	
Sub -Total		\$158,711	\$24,146	\$0	\$20,000	\$0

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 ACTUAL	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2017 ADOPTED
Police Patrol						
01-3040-57100	Vehicles - Car		\$24,024	\$78,465	\$75,000	
01-3040-57360	Vehicle Equipment			5,089	26,000	
01-3040-58100	Computers		23,182	3,378	6,000	
01-3040-58110	Police Body Cameras & Scanners		8,029	6,125	5,000	
01-3040-58150	Police Radars & Radios		11,098	13,554	8,000	
01-3040-58180	License Plate Reader				40,000	
Sub -Total		\$0	\$66,333	\$106,611	\$160,000	\$0

PARKING & ANIMAL CONTROL ENFORCEMENT						
01-3050-58100	Computers		\$2,199		\$3,500	
Sub -Total		\$0	\$2,199	\$0	\$3,500	\$0

TOTAL PUBLIC SAFETY

\$158,711	\$95,097	\$164,281	\$249,000	\$7,500
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PUBLIC WORKS

Public Works Administration

01-3510-57010	Building Security System			\$7,233		
01-3510-57100	Vehicles			37,663		
01-3510-57410	Water Heater				10,000	
01-3510-57420	Shop Heater				3,000	
01-3510-57430	Air Compressor				3,000	
01-3510-57441	Fuel Pump					12,578
01-3510-58000	Furniture				15,000	
01-3510-58100	Computers	\$2,090		3,427	12,500	
01-3510-58110	Software					4,200
01-3510-58300	Telephone System					
Sub -Total		\$0	\$2,090	\$48,323	\$43,500	\$16,778

Highways

01-3610-57100	Dump Truck	\$95,000	\$34,292	\$14,210		\$150,000
01-3610-57120	Vehicle-Street Sweeper	28,070				
01-3610-57150	Vehicle-Pickup Truck	24,710				
01-3610-57160	Chipper	51,655				
01-3610-57300	Leaf Boxes	24,860				
01-3610-57400	Snow Plows	950				
01-3610-57450	Salt Spreaders		15,641			
01-3610-58150	Radios	21,476	4,853			
01-3610-58500	Street Repairs	973,276	453,026		250,000	350,000
01-3610-58520	Sidewalk Repairs				100,000	100,000
01-3610-58530	Bridge Repairs					
Sub -Total		\$1,219,997	\$507,812	\$14,210	\$350,000	\$600,000

Sanitation

01-3710-57140	Packer			\$90,791	\$180,000	
01-3710-57150	Vehicle-Pickup Truck	\$24,710				
Sub -Total		\$24,710	\$0	\$90,791	\$180,000	\$0

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 ACTUAL	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2017 ADOPTED
PARKS & RECREATION						
01-3810-57100	Vehicles					
01-3810-57380	Mowers	\$4,230			\$12,500	
01-3810-57440	Leaf Vacuum				30,000	
01-3810-58370	Beckett Field Irrigation & Lights		\$92,718	53,924		
01-3810-58375	Bicentennial Retaining Wall			780	80,000	
01-3810-58395	Community Dog Park			22,882		
01-3810-58396	Beckett Field					14,000
01-3810-58397	Frechman's Creek					25,000
Sub -Total		\$4,230	\$92,718	\$77,586	\$122,500	\$39,000

TOTAL PUBLIC WORKS	\$1,248,937	\$602,620	\$230,910	\$696,000	\$655,778
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TOTAL CAPTIAL OUTLAY	\$1,507,591	\$784,735	\$593,920	\$1,021,000	\$886,878
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**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.



Ordinance 17-01
Operating and Capital Budget for the
City of New Carrollton, Maryland
Fiscal Year 2017

Effective: July 01, 2016

AN ORDINANCE OF THE CITY COUNCIL OF NEW CARROLLTON ADOPTING AN ANNUAL OPERATING AND CAPITAL BUDGET FOR THE CITY OF NEW CARROLLTON FOR THE FISCAL YEAR BEGINNING JULY 1, 2016 AND ENDING JUNE 30, 2017; ESTABLISHING THE TAX RATE TO BE LEVIED UPON THE TAXABLE PROPERTY WITHIN THE CITY; AUTHORIZING THE COLLECTION OF SUCH TAXES; SPECIFYING A RATE OF INTEREST TO BE CHARGED UPON OVERDUE PERSONAL PROPERTY TAXES, LIENS AND UNPAID FEES; ADOPTING ANNUAL BUDGETS FOR THE COMMERCIAL AND/OR INDUSTRIAL PROPERTIES SPECIAL PUBLIC SAFETY TAXING DISTRICT AND THE MULTIFAMILY RENTAL PROPERTIES SPECIAL PUBLIC SAFETY TAXING DISTRICT; ESTABLISHING THE ANNUAL TAX RATE TO BE LEVIED UPON THE SPECIAL PUBLIC SAFETY TAXING DISTRICTS; AND ALL THINGS GENERALLY RELATING TO THE ADOPTION OF AN ANNUAL BUDGET FOR THE CITY.

RECITALS:

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

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

WHEREAS, as is required by City Code, §6-1 "Presentation of budget; public record," the Mayor submitted to the Council a budget for Fiscal Year 2017 on or before April 1, 2016; and

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

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



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Operating and Capital Budget for the
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Fiscal Year 2017

WHEREAS, the City Council of New Carrollton agrees upon the budget reflected herein for FY2017;
and

WHEREAS, the City Council agrees upon the annual Special Public Safety Taxing District annual budget attached hereto for FY2017 for the Special Public Safety Taxing Districts set forth in City Code, §105-5.B, which includes the costs of financing the capital and operating costs to enhance police, fire protection and rescue services for the Special Public Safety Taxing Districts, including the costs of operating and maintaining Special Public Safety Taxing District facilities, the cost of administrative, professional or support services provided by the City, and any other item of cost which may reasonably be attributed to the Special Public Safety Taxing Districts, all of which costs the City Council has determined specially benefit each such Special Public Safety Taxing District and confer value to that Special Public Safety Taxing District from enhanced police, fire protection, and rescue services;

WHEREAS, it is the determination of the City Council that an ordinance should be enacted to budget and appropriate funds for the several objects and purposes for which the City of New Carrollton must provide in the fiscal year beginning July 1, 2016, and ending June 30, 2017 ("Fiscal Year 2017").

Section 1. **NOW, THEREFORE, BE IT ENACTED AND ORDAINED** by the City Council of New Carrollton with at least a majority of the total Council concurring that from and out of the moneys and balances known to be in the General Fund of the City of New Carrollton, Maryland, and from all moneys anticipated to come into all funds during the twelve (12) month period ending June 30, 2017, there shall be, and hereby are, appropriated the following sums for use by the several departments and offices of the City, and for the objects and purposes for which the City must provide during Fiscal Year 2017:

REVENUES AND RESOURCES

Real Property	5,027,677
Personal Property & Utilities	386,525
Interest & Penalties	9,744
Business Taxes	1,588
State Shared Taxes-Highway User Revenue	269,028
State Shared Taxes - Income Taxes	876,253
County Shared Taxes	109,977
TAX REVENUES	6,680,792



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City of New Carrollton, Maryland
Fiscal Year 2017

Licenses and Permits	225,505
Grants	185,752
Revenues from Other Agencies-Cable TV	110,000
Service Fees & Charges	717,738
Fines & Forfeitures	631,100
Other Revenues	64,644
OTHER REVENUES	1,934,739
OPERATING REVENUES	8,615,531
Contingency Reserve	130,000
Appropriated Fund Balances	573,530
Operating Reserve Carryover	150,000
RESERVES AND APPROPRIATIONS	853,530
TOTAL REVENUE AND RESOURCES	9,469,061
EXPENDITURES AND RESERVES	
General Government	2,411,229
Public Safety	2,730,497
Public Works	3,810,291
PROGRAM EXPENDITURES	8,952,017
Debt Service (Principal & Interest)	235,044
Contingency Reserve Carryover	130,000



Ordinance 17-01
Operating and Capital Budget for the
City of New Carrollton, Maryland
Fiscal Year 2017

Operating Reserve Carryover	150,000
Other Use of Appropriations	2,000
TOTAL USE OF DEBT SERVICE AND APPROPRIATIONS	517,044
TOTAL EXPENDITURES AND RESERVES	9,469,061
Surplus (Deficit)	-

Section 2. **BE IT FURTHER ENACTED AND ORDAINED**, That from and out of the monies and balances known to be in the General Fund of the City of New Carrollton, Maryland, and from all monies anticipated to come into said fund during the twelve month period ending June 30, 2017, there shall be and hereby are appropriated to the several line item accounts the sums listed as proposed expenditures in the F.Y.2017 budget document, entitled "F.Y. 2017 Budget – Expenditures by Object and Program Classification," which document is attached to this Ordinance as Exhibit B and is incorporated by reference as if fully set out herein.

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

Section 4. **BE IT FURTHER ENACTED AND ORDAINED**, that estimated property and non-property tax revenues, and reserves, and the revenue requirement from all taxes provided for herein for the twelve month period ending June 30, 2017, shall be and hereby are established as set forth on pages 9-20 of the F.Y. 2017 budget document, which is attached to and is specifically made a part of this Ordinance as if fully set out herein.

Section 5. **BE IT FURTHER ENACTED AND ORDAINED**, that a tax of \$0.6652 per \$100.00 of full value assessments shall be levied upon all taxable real properties within the City, to provide a portion of the balance of the revenues required during Fiscal Year 2017 to meet the total amount of appropriated expenditures as established by this Ordinance.



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Operating and Capital Budget for the
City of New Carrollton, Maryland
Fiscal Year 2017

Section 6. **BE IT FURTHER ENACTED AND ORDAINED**, that a Tax of \$1.00 per \$100.00 of full value assessments shall be levied upon all franchises, upon all taxable operating and personal property of public utilities and railroads within the City, and upon all tangible personal property within the corporate limits of the City or personal property which may have a situs in the City by reason of the residence of the owner therein and which is subject to taxation for municipal purposes which shall include shares of domestic corporations, stocks in business of manufacturing or commercial business, inventory, manufacturing property and automobile inventory. The assessed valuation for the tangible personal property, including inventory, referenced herein, shall be as determined by the Maryland State Department of Assessments & Taxation in its normal course of assessments. Taxes levied herein shall provide a portion of the balance of the revenues required during Fiscal Year 2017 to meet the total amount of appropriated expenditures as established by Section 2 of this ordinance.

Section 7. **BE IT FURTHER ENACTED AND ORDAINED**, that a Special Public Safety ad-valorem tax of \$.15 per \$100.00 of assessed value of real property and \$.15 per \$100.00 of assessed value of tangible personal property shall be levied upon the properties located within the Commercial and/or Industrial Properties Special Public Safety Taxing District and the Multifamily Rental Properties Special Public Safety Taxing District, as those Districts are defined in City Code, §105-5.B, for the special benefit to each such Special Public Safety Taxing District from enhanced police, fire protection, and rescue services.

Section 8. **BE IT FURTHER ENACTED AND ORDAINED**, that City Code, §105-5(C) "Budget and appropriation", requires that the City Council "adopt annual budgets for the [special taxing] districts which shall include the costs of financing the capital and operating costs to enhance police, fire protection, and rescue services; and shall include paying the principal and interest on obligations incurred for the district as they become due, the costs of operating and maintaining district facilities, the cost of administrative, professional or support services provided by the City, and any other item of cost which may reasonably be attributed to the district." Said Special Taxing District Budget is attached hereto as Exhibit A and is incorporated herein by this reference, and is hereby adopted concurrently as part of this Ordinance and the City's budget. (Additional information relating to the Special Public Safety Taxing Districts is included in the FY 2017 Operating and Capital budget document, which document is attached hereto as Exhibit B.)

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

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



Ordinance 17-01
Operating and Capital Budget for the
City of New Carrollton, Maryland
Fiscal Year 2017

Section 11. **BE IT FURTHER ENACTED AND ORDAINED**, that all excess of revenues over expenses discovered from the result of the annual audit of the FY 2016 financial statements, if any, will be used to increase the City's Undesignated Fund Balance, or will be designated for use by the City Council.

Section 12. **BE IT FURTHER ENACTED AND ORDAINED**, that the Mayor/Administration shall consult with the City Council regarding applications for County, State, and Federal grants, applied for during Fiscal Year 2017, and the Mayor shall review all grant programs, specified herein, with the City Council.

Section 13. **BE IT FURTHER ENACTED AND ORDAINED**, that when determined by the Mayor that funds appropriated by the City Council cannot be expended during the fiscal year ending June 30, 2017, because of unusual conditions or circumstances, the Mayor shall notify the City Council of the reasons giving rise to this determination. After this disclosure to the City Council, the Council at its discretion may issue policy guidance, which shall be binding on the Mayor.

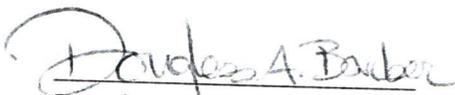
Section 14. **BE IT FURTHER ENACTED AND ORDAINED**, that if any section or part of a section of this Ordinance is determined to be invalid, such invalidity shall not affect the remainder of said section or the remainder of this Ordinance.

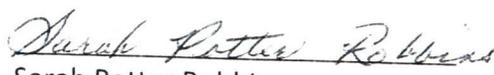
INTRODUCED BY THE CITY COUNCIL OF NEW CARROLLTON ON THE 18th DAY OF MAY, 2016.

ADOPTED AND ENACTED BY THE CITY COUNCIL OF NEW CARROLLTON ON THE 1st DAY OF JUNE, 2016.

Attest:

City of New Carrollton


Douglass A. Barber, CMC
City Clerk


Sarah Potter Robbins
Chairman - City Council

Date: June 1, 2016

Approved for legal sufficiency:

Approved:


Karen Ruff, Esq.
of Brennan, Mckenna,
Manzi, Shay, Chtd.


Andrew C. Hanko
Mayor

Date: June 1, 2016

CITY OF NEW CARROLLTON, MARYLAND
 FY 2017 BUDGET
 Operating Budget Addendum For Mayor's Proposed Budget

Undesignated Fund Balance Transfer- Per Proposed Budget 3/30/16		380,953
Changes		
01-1110-54310	Youth Activities Grant- added \$5k total now \$10k	5,000
01-3040-45680	Court Apperance Overtime	(20,000)
01-3040-45650	Overtime- Police Officers- moved \$20k total now \$70k	20,000
01-3010-53550	Pre-Employment and Mental Illness- name change	-
01-3510-58110	Software- Job Tracking Facility Dude	4,200

Undesignated Fund Balance Transfer- Per Council Changes

390,153

The above Amendments were adopted with Ordinance 17-01.