CITY OF NEW CARROLLTON

MAYOR'S PROPOSED FY 2015 BUDGET

CITY OF NEW CARROLLTON
FISCAL YEAR 2015
PROPOSED BUDGET
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March 31, 2014

Honorable Chairman and Members of the City Council:

The Proposed Fiscal Year 2015 City Budget is submitted for your review and consideration.

The Proposed F.Y. 2015 Budget is balanced, maintaining the Council's F.Y. 2013 adoption of the Constant Yield Tax Rate (F.Y. 2015 $.7059/$100). The City saw a small increase (0.96%) in the gross assessable real property tax base. There is also an anticipated increase in the amount of Highway User Revenues of approximately 3%, and a small increase in State Aid for Police Protection.

This Year's Budget Challenges

There is a public perception that the economy of the nation is recovering due to the thriving stock market and a rebounding private sector. However, for state and local governments, there is a lag in the recovery, primarily from our reliance upon income and property tax revenues. New Carrollton is still feeling the effects of the down housing market through this three-year assessment cycle, of which we are entering the third and final year before we can hope a recovering real estate market will increase our assessable base for F.Y. 2016.

Slightly lower property tax revenues: While the City's overall estimated collection of real property taxes has increased for F.Y. 2015, due to homestead tax credits, the anticipated amount of revenue will actually be less than F.Y. 2014 receipts. The City relies heavily on residential real property taxes as a source of revenue for the city.

Dramatically reduced speed camera revenues: At the peak of its Speed Camera Program in F.Y. 2011, the City received $729,569; at the time of the compilation of this letter the City had received just $77,376 for F.Y. 2014, just 10.6% of the peak amount. The City's Speed Camera Program has been a dramatic success as evidenced by the decline in ticket revenues. The money the City received went to funding two police officers and public safety enhancements around the city and in the Municipal Center. Unfortunately, the declining revenue has meant that the City needed to fund the police officer positions with other non-speed camera sources, mainly from the General Fund.

Increased insurance cost: The cost of healthcare is constantly increasing in the private and public sectors. The Henry J. Kaiser Family Foundation conducts an annual employer health benefits survey and publishes its findings. In 2013, the average cost of healthcare for employer-sponsored health insurance was $5,844 for single coverage and $16,351 for family coverage. The average premium increased about 5% for singles and 4% for families from the previous year. In order to preserve our generous health benefits and focus on reducing insurance claims, I am opting to go with a health plan that makes our employees more conscience of their medical provider choices. The City, in the past, has required very little out of pocket from our employees, and we think this has kept them in the dark about their medical choices and the real cost for medical services. I am now in favor of moving to a health plan that requires our employees to fund the first $250 and $500 of expenses out-of-pocket for singles and dependent coverage, respectively. I am also increasing the co-pays our employees pay to discourage costly visits to the ER and making it more conducive for our employees to seek attention from their Primary Care physician instead.

Demand for an increase in services as we grow: In early 2013, New Carrollton embarked upon a new growth initiative to focus on bringing more businesses into the City to diversify our tax base away from being so heavily dependent on residential property taxes. This initiative, known as the New Carrollton Area Revitalization District, focuses on economic

development and incentive funding to attract non-residential properties into the City. With the inevitable arrival of the Purple Line and the "Carrollton Station" development, we are bound to see additional commercial and mixed-use development take place in the immediate area. The economic development initiative the City has embarked upon is positioning the City to leverage that growth.

Rising trash and recycling contract costs: The costs for collecting trash and recycling continually raises for the City. In F.Y. 2014, the County deferred a major increase in the landfill fees until F.Y. 2015; we are now realizing these fees in the coming fiscal year, as well as anticipated increases in the city's recycling contract, and planning for capital vehicle replacement. In the past, the City's General Fund has heavily subsidized our trash and recycling costs. To make this program more self-sustaining, I am proposing raising trash and recycling fees for single family and condominium homes, from $119 and $50, to $220 and $100 respectively. As part of this increase, $50,000 of this new revenue will be earmarked to fund Public Works capital purchases in the future. With the proposed amounts, the City's trash rates are still substantially less than the $365/year the County charges its residents.

Limited revenue sources: When the Council adopted the idea of maintaining the constant yield, the City had no economic development or growth strategy in place; now, as we enter our third and final year of adopting and maintaining the constant yield tax rate, we are seeing that it has been difficult to manage the City's growth. I foresee this as a problem in the future, but I hope with our aggressive economic development strategy, the City will soon have a broader and more diverse tax base.

Major Items Addressed In This Budget

In December 2013, when our F.Y. 2015 budget process began, I issued a challenge to my staff to come up with a "no frills" budget. I believe the document I am presenting to the City Council does exactly as I requested.

As I mentioned earlier, the City of New Carrollton is still feeling the effects of the slumping housing market and I have had to make some tough choices for my F.Y. 2015 proposed budget. As a result of the lower revenues, I have tried to reduce the City's financial deficit by freezing unfilled positions, denying new requests for items that are "wants" and instead focusing on funding budget items that are "needs."

While these last few years for New Carrollton have been financially complex, I am optimistic that as the City goes into its F.Y. 2016 budget process we will see a more uplifting housing market and additional growth through the City's economic development initiative.

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,

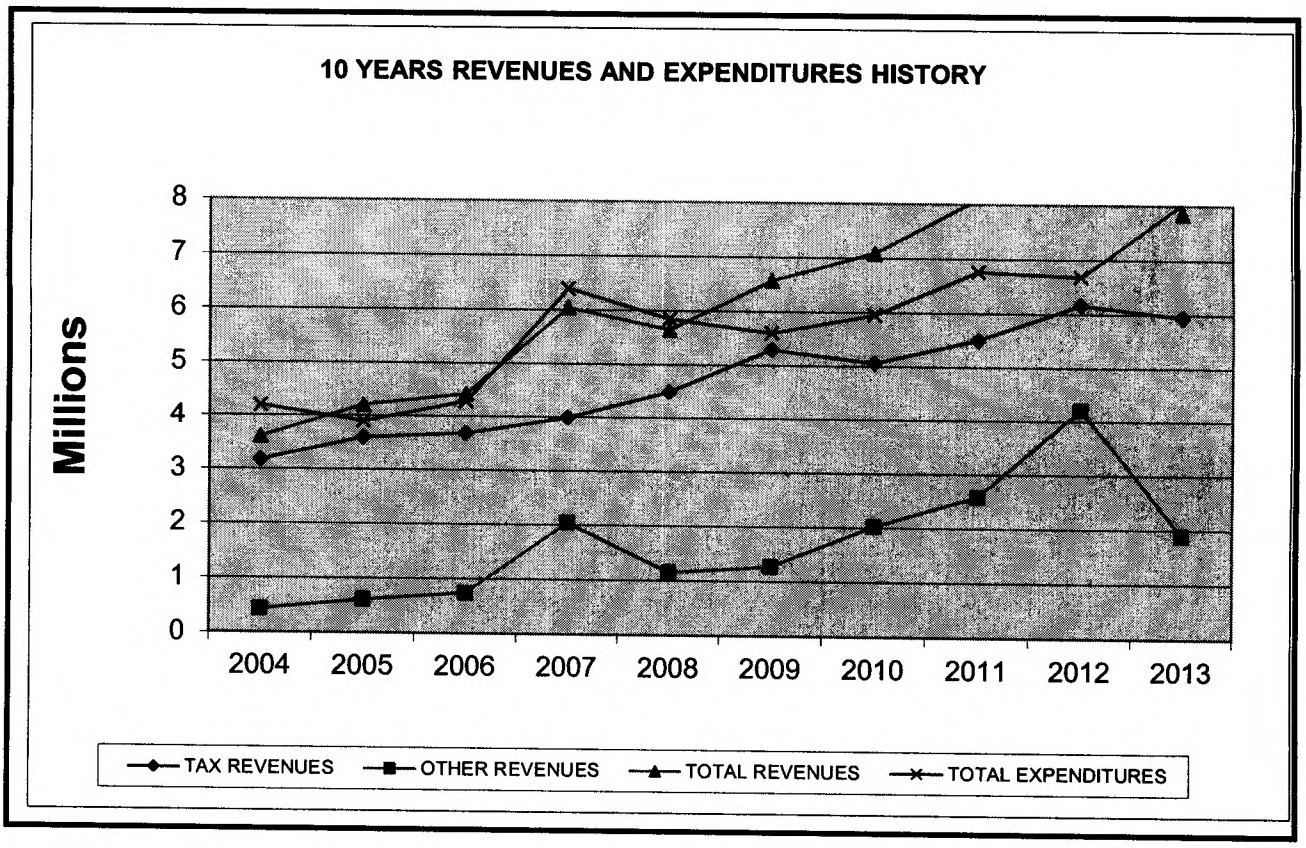
Andrew C. Hanko
Mayor

INCOME & APPROPRIATIONS:

FOR FY 2015 BUDGET WITH

FUND BALANCE 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.



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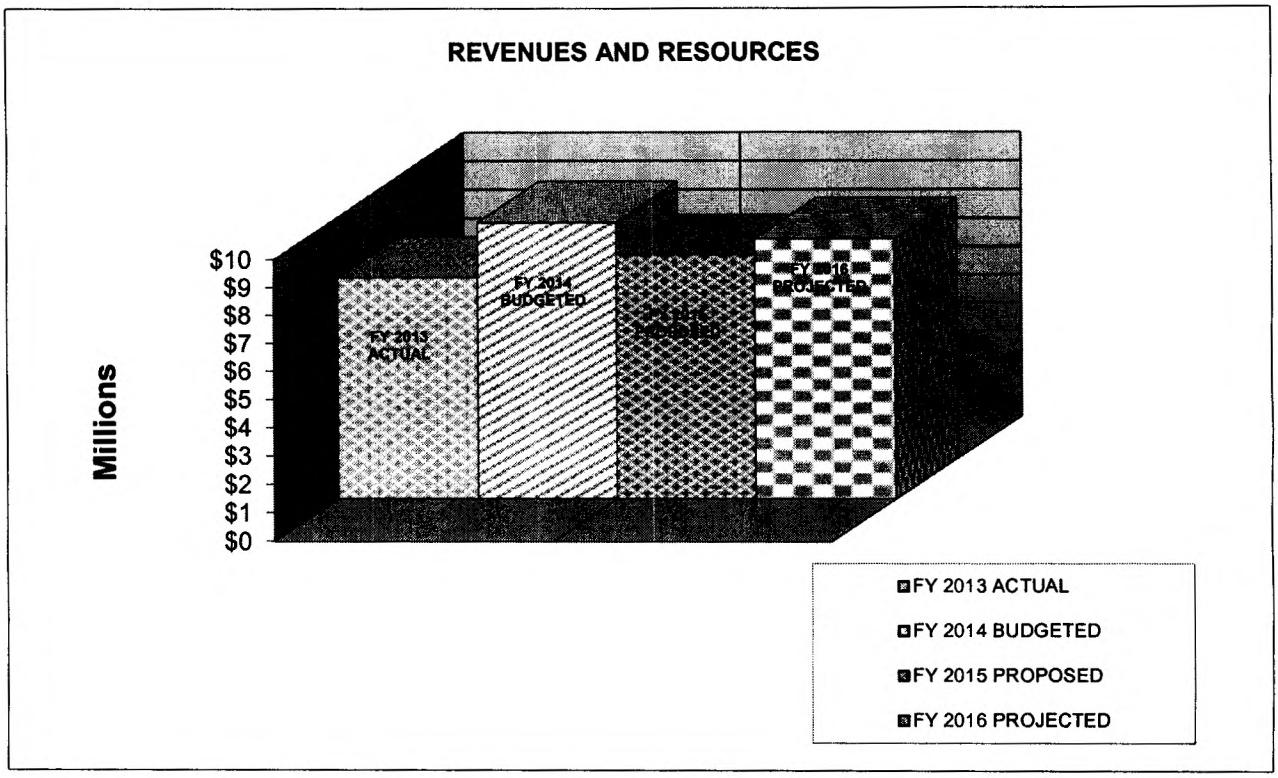
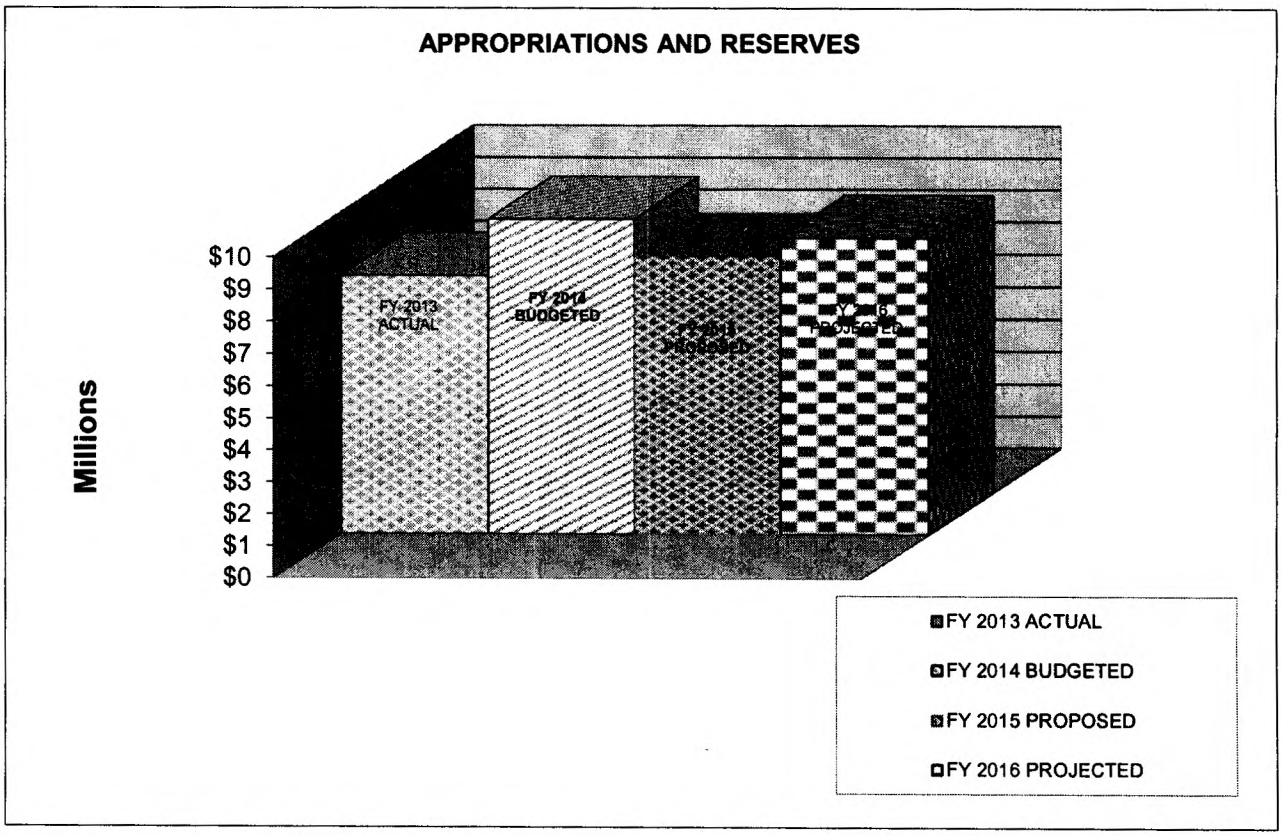

REVENUES AND RESOURCES
Millions
$10
$9
$8
$7
$6
$5
$4
$3
$2
$1
$0
FY 2013 ACTUAL
FY 2014 BUDGETED
FY 2015 PROPOSED
FY 2016 PROJECTED


APPROPRIATIONS AND RESERVES
Millions
$10
$9
$8
$7
$6
$5
$4
$3
$2
$1
$0
FY 2013 ACTUAL
FY 2014 BUDGETED
FY 2015 PROPOSED
FY 2016 PROJECTED

F.Y. 2015 BUDGET
SUMMARY OF ESTIMATED INCOME AND APPROPRIATED EXPENDITURES

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 BUDGETED	FY 2015 PROPOSED	FY 2016 PROJECTED	FY 2015 CHANGE
REVENUES AND RESOURCES						
	GENERAL FUND					
	Real Property	$4,529,206	$4,621,132	**$4,621,132**	$4,915,270	0.00%
	Personal Property & Utilities	399,838	414,000	**397,000**	419,000	-4.11%
	Interest & Penalties	4,366	9,370	**9,370**	8,500	0.00%
	Business Taxes	1,453	1,800	**1,500**	2,500	-16.67%
	State Shared Taxes	851,999	797,811	**816,562**	842,705	2.35%
	State Shared Taxes-Highway User Revenue	56,210	75,150	**130,000**	153,000	72.99%
	County Shared Taxes	106,958	98,487	**107,487**	113,487	9.14%
	Licenses and Permits	206,567	194,250	**197,350**	207,200	1.60%
	Grants	157,154	365,249	**140,500**	150,500	-61.53%
	Revenues from Other Agencies-Cable TV	108,955	93,000	**97,000**	95,000	4.30%
	Service Fees & Charges	584,623	559,800	**834,030**	855,190	48.99%
	Fines & Forfeitures	711,495	557,300	**477,600**	494,350	-14.30%
	Other Revenues	126,680	88,850	**242,100**	270,000	172.48%
	Other Financing Sources	0	0	**0**	250,000	0.00%
	Contingency Reserve	0	130,000	**130,000**	130,000	0.00%
	Prior Years Surplus	0	1,528,725	**188,800**	15,000	-87.65%
	Operating Reserve Carryover	0	250,000	**250,000**	250,000	0.00%
Total Revenues & Resources		$7,845,504	$9,784,924	**$8,640,431**	$9,171,702	-11.70%
APPROPRIATIONS AND RESERVES						
	GENERAL FUND					
	Personnel Costs	$4,308,264	$5,382,912	**$5,421,123**	$5,773,972	0.71%
	Operating Costs	1,795,768	2,166,900	**2,214,230**	2,157,070	2.18%
	Capital Costs	1,507,592	1,510,174	**0**	427,500	-100.00%
	Debt Service (Principle & Interest)	420,195	381,300	**339,785**	284,760	-10.89%
	Judgments & Losses	0	400	**400**	400	0.00%
	Contingency Reserve Carryover	0	87,000	**130,000**	130,000	49.43%
	Operating Reserve Carryover	0	250,000	**250,000**	250,000	0.00%
	Operating Reserve Other		3,238	**280,393**	145,000	8559.45%
	Weinbach Scholarship Grant	0	3,000	**4,500**	3,000	50.00%
Total Appropriations & Reserves		$8,031,819	$9,784,924	**$8,640,431**	$9,171,702	-11.70%

F.Y. 2015 CURRENT EXPENSE BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 BUDGETED	FY 2015 PROPOSED	FY 2016 PROJECTED	FY 2015 CHANGE
PERSONNEL						
	General Government	$1,037,933	$1,458,351	**$1,425,809**	$1,613,496	-2.23%
	Public Safety	1,680,982	2,005,579	**2,060,509**	2,159,302	2.74%
	Public Works	1,589,349	1,918,982	**1,934,805**	2,001,175	0.82%
	Sub-Total	$4,308,264	$5,382,912	**$5,421,123**	$5,773,972	0.71%
OPERATIONS						
	General Government	$572,639	$760,050	**$731,280**	$680,320	-3.79%
	Public Safety	300,230	361,700	**387,750**	373,900	7.20%
	Public Works	922,899	1,045,150	**1,095,200**	1,102,850	4.79%
	Sub-Total	$1,795,768	$2,166,900	**$2,214,230**	$2,157,070	2.18%
CAPITAL						
	General Government	$99,943	$175,200	**$0**	$102,500	-100.00%
	Public Safety	158,711	142,431	**0**	30,000	-100.00%
	Public Works	1,248,938	1,192,543	**0**	295,000	-100.00%
	Sub-Total	$1,507,592	$1,510,174	**$0**	$427,500	-100.00%
TOTAL PROGRAM EXPENDITURES		$7,611,624	$9,059,986	**$7,635,353**	$8,358,542	-15.72%
OTHER						
	Debt Service	$420,195	$381,300	**$619,285**	$284,760	62.41%
	Judgments & Losses	0	400	**400**	400	0.00%
	Contingency Reserve Carryover	0	87,000	**130,000**	130,000	49.43%
	Operating Reserve	0	250,000	**250,000**	250,000	0.00%
	Operating Reserve-Other		3,238	**3,393**	145,000	4.79%
	Weinbach Scholarship Grant	0	2,000	**2,000**	3,000	0.00%
	Sub-Total	$420,195	$723,938	**$1,005,078**	$813,160	38.83%
TOTAL EXPENSES & RESERVES		$8,031,819	$9,783,924	**$8,640,431**	$9,171,702	-11.69%

FUND BALANCE SUMMARY
RESERVED AND UNRESERVED

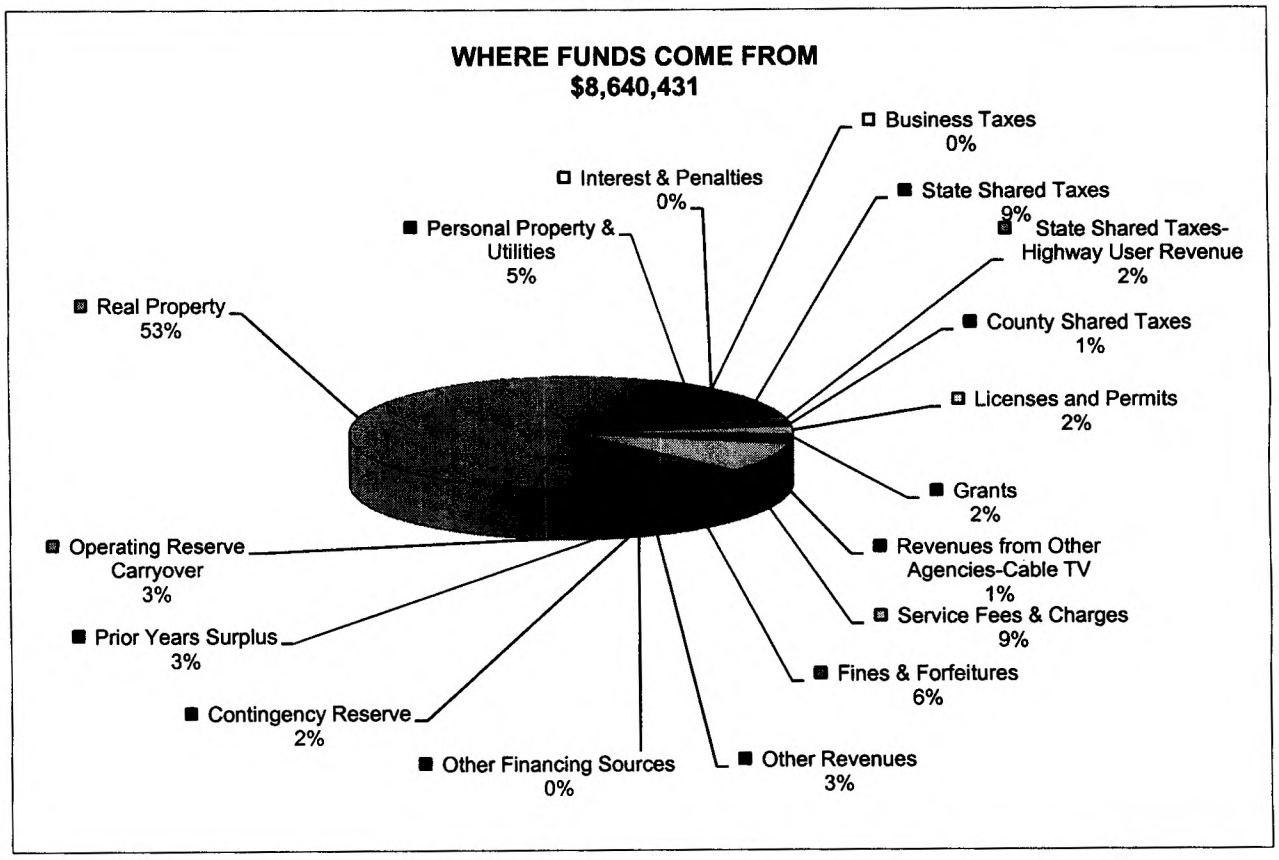
DESCRIPTION	AS OF 02/28/13	AS OF 02/28/14
RESTRICTED FUND BALANCE:		
Encumbrances	$0	$0
Weinbach Scholarship	45,462	47,852
Public Safety	483,951	217,657
Street Improvements	2,615,146	1,698,871
Designated for Cable TV Equipment	187,738	230,534
ASSIGNED FUND BALANCE:		
Designated for Accrued Vacation	126,029	190,639
Designated for Vehicles & Equipment	329,000	29,000
Designated for Operating Reserve	250,000	250,000
Designated for Global Signal Proceeds	476,932	477,287
Designated Contingency Reserve Carryover	130,000	130,000
Designated Operating Reserve-Real Property	468,500	468,500
Designated for NARD Incentive Fund	0	1,000,000
Designated for Appropriation	0	665,000
UNASSIGNED FUND BALANCE		
Undesignated, Unappropriated Fund Balance	4,038,573	3,559,677
TOTAL FUND BALANCE	$9,151,331	$8,965,017

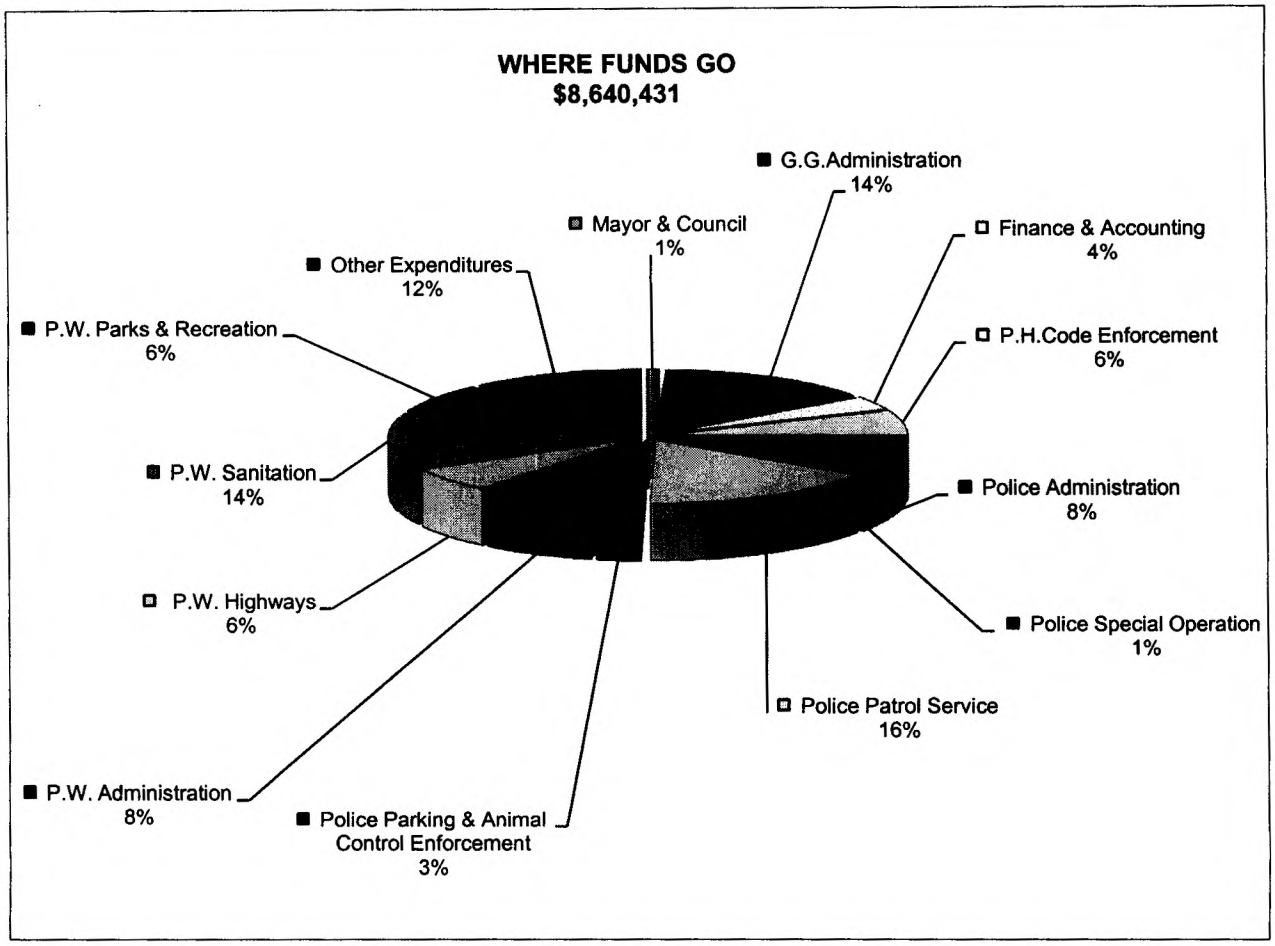
FUND BALANCE EXPLANATIONS:

1. RESTRICTED FUND BALANCE: Restrictions and limitations imposed by governments, creditors and grantors.

2. ASSIGNED FUND BALANCE: Intended use is established by Management and approvedy 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
$8,640,431
Business Taxes 0%
Interest & Penalties 0%
State Shared Taxes 9%
Personal Property & Utilities 5%
State Shared Taxes-Highway User Revenue 2%
Real Property 53%
County Shared Taxes 1%
Licenses and Permits 2%
Grants 2%
Operating Reserve Carryover 3%
Revenues from Other Agencies-Cable TV 1%
Service Fees & Charges 9%
Prior Years Surplus 3%
Fines & Forfeitures 6%
Contingency Reserve 2%
Other Financing Sources 0%
Other Revenues 3%


WHERE FUNDS GO
$8,640,431
G.G.Administration 14%
Mayor & Council 1%
Finance & Accounting 4%
Other Expenditures 12%
P.W. Parks & Recreation 6%
P.H.Code Enforcement 6%
P.W. Sanitation 14%
Police Administration 8%
P.W. Highways 6%
Police Special Operation 1%
Police Patrol Service 16%
P.W. Administration 8%
Police Parking & Animal Control Enforcement 3%

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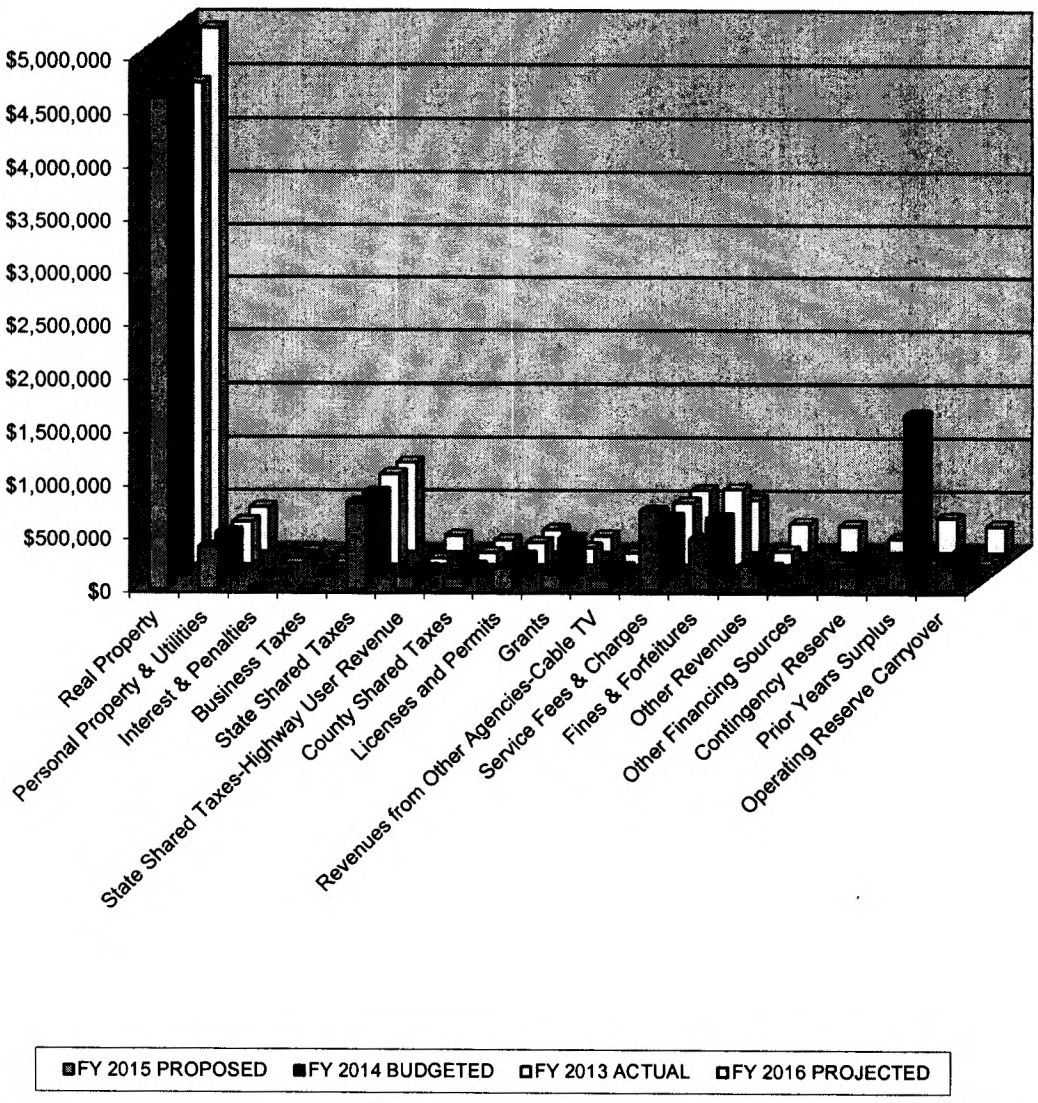
FY 2015 BUDGET

REVENUES AND RESOURCES



Note: There are 16 different categories of revenues including appropriated surpluses.

F.Y. 2015 CURRENT EXPENSE BUDGET
REVENUES AND RESOURCES

GENERAL PROPERTY TAXES

01-1000-30100 **Real Property:** Levied upon the assessed value of all real estate within the City.

01-1000-30150 **Bus. Real Property - Public Safety:** An additional real property tax rate of 15 cents per $100 value of all real property levied on businesses and apartment complexes to enhance public safety in the business area.

01-1000-30200 **Personal Property - Businesses:** Levied upon the assessed value of all inventory, stock and personal business assets of incorporated and unincorporated businesses.

01-1000-30250 **Personal Property - Public Safety:** An additional assessment of 15 cents per $100 value of all business personal property assessment to enhance public safety in the business area and apartment areas.

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.

BUSINESS TAXES

01-1000-30650 **Admissions & Amusements:** Levied at a rate of 4 1/4% 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.

STATE SHARED TAXES

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 registrations in the City to the total vehicle registrations in the County. This year's revenue is again based on 7,307 registered vehicles and 22.79 miles of roadway in the City of New Carrollton. Distribution is made monthly.

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 bulky trash collection service included in the landfill fees paid by the City.

Revenues Continued

01-1000-31650 **Hotel / Motel Tax:** This distribution equals 25% of the 5% room tax collected by Prince George's County.

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 July1, 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 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.

01-1000-32210 **Verizon Cable Franchise Fees:** Five percent (5%) of 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.

F.Y. 2015 BUDGET
REVENUE AND RESOURCE
COMPARISON WITH PRIOR YEARS

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 BUDGETED	FY 2015 PROPOSED	FY 2016 PROJECTED	FY 2015 CHANGE
	GENERAL PROPERTY TAXES					
01-1000-30100	Real Property	$4,263,698	$4,356,132	**$4,356,132**	$4,635,270	0.00%
01-1000-30150	Bus. Real Property - Public Safety	265,508	265,000	**265,000**	280,000	0.00%
01-1000-30200	Personal Property - Businesses	302,817	327,000	**310,000**	330,000	-5.20%
01-1000-30250	Personal Property - Public Safety	48,819	40,000	**40,000**	42,000	0.00%
01-1000-30300	Property of Railroads & Public Utilities	48,202	47,000	**47,000**	47,000	0.00%
01-1000-30510	Penalties / Interest	4,366	9,370	**9,370**	8,500	0.00%
	Sub-Total	$4,933,410	$5,044,502	**$5,027,502**	$5,342,770	-0.34%
	BUSINESS TAXES					
01-1000-30650	Admissions & Amusements	$1,453	$1,800	**$1,500**	$2,500	-16.67%
	Sub-Total	$1,453	$1,800	**$1,500**	$2,500	-16.67%
	STATE SHARED TAXES					
01-1000-31610	Highway User & Motor Vehicle Tax	$56,210	$75,150	**$130,000**	$153,000	72.99%
01-1000-31620	Income Taxes	851,999	797,811	**816,562**	842,705	2.35%
	Sub-Total	$908,209	$872,961	**$946,562**	$995,705	8.43%
	COUNTY SHARED TAXES					
01-1000-31630	P.G. County Disposal Fee Rebate	$33,468	$33,467	**$33,467**	$33,467	0.00%
01-1000-31650	Hotel / Motel Tax	73,471	65,000	**74,000**	80,000	13.85%
01-1000-31700	Payment in Lieu of Bank Stocks	$19	20	**20**	20	0.00%
	Sub-Total	$106,958	$98,487	**$107,487**	$113,487	9.14%
	LICENSES AND PERMITS					
01-1000-32100	State Traders & Peddlers	$10,831	$10,500	**$10,500**	$10,750	0.00%
01-1000-32150	City Business License	10,100	11,000	**10,100**	11,500	-8.18%
01-1000-32200	XFinity Franchise Fees	93,118	84,000	**86,000**	90,500	2.38%
01-1000-32210	Verizon Cable Franchise Fees	78,748	75,000	**77,000**	80,500	2.67%
01-1000-32310	Verizon Property Lease	6,960	7,200	**7,200**	7,200	0.00%
01-1000-32320	Cricket Communication Franchise Fees	4,800	4,800	**4,800**	4,800	0.00%
01-1000-32400	Building Permit Fees	2,010	1,750	**1,750**	1,950	0.00%
	Sub-Total	$206,567	$194,250	**$197,350**	$207,200	1.60%

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 $214,161 received from the State of Maryland to pay for one police officer for three years starting in FY 2012.

01-1000-35310 **School Bus Grant:** A grant received from State of Maryland to provide safety environment at school bus stop.

01-1000-35330 **Community Development Grant:** A grant received from Department of Natural resources for the renewal and development of Frenchman's Creek Playground.

REVENUE FROM OTHER AGENCIES

01-1000-35600 **Cable TV Equip. Support Grant-Comcast**: Revenue from Comcast for improved audio/video equipment for the Public Access Channel and I-Net.

01-1000-35620 **Cable TV Equip. Support Grant-Verizon**: Revenue from Verizon for improved audio/video equipment for the Public Access Channel and I-Net.

01-1000-35630 **LIGIT Employee Training Grant:** A grant received from Local Government Insurance Trust for the police 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.

01-1000-35840 **General Service Fees:** Sale of maps, directories, and photocopying fees.

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 report 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 fee for a one year license is $200 for single family home and $100 for a multifamily dwelling unit.

01-1000-35920 **Property Clean up & Liens:** Revenues received from these aspects of Code Enforcement activities include reimbursements to the City from citizens for property cleanups. Sometimes payment will come via the County if the property owner has paid off the lien on this property.

SERVICE CHARGES – SANITATION SERVICES

01-1000-36000 **Trash Pick up Service Fees:** An assessment of $100.00 per single family residential dwelling and $50.00 per condominium for costs as associated with trash pick up twice a week.

01-1000-36010 **Recycling Fees:** An assessment of **$19.00** per single family residential dwelling for costs associated with the curbside recycling program.

F.Y. 2015 BUDGET
REVENUE AND RESOURCE
COMPARISON WITH PRIOR YEARS

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 BUDGETED	FY 2015 PROPOSED	FY 2016 PROJECTED	FY 2015 CHANGE
	INTERGOVERNMENTAL GRANTS					
01-1000-33700	State Aid for Police Protection	$83,618	$136,500	**$136,500**	$136,500	0.00%
01-1000-33710	Crime Control & Prevention Grant	6,760	25,931	**0**	10,000	-100.00%
01-1000-33720	Community Policing Service Grant	62,776	66,000	**0**	0	-100.00%
01-1000-35310	School Bus Grant	4,000	4,000	**4,000**	4,000	0.00%
01-1000-35330	Community Development Grant	0	132,818	**0**	0	-100.00%
	Sub-Total	$157,154	$365,249	**$140,500**	$150,500	-61.53%
	REVENUE FROM OTHER AGENCIES					
01-1000-35600	Cable TV Equip. Support Grant-Comcast	$55,871	$48,000	**$49,000**	$49,000	2.08%
01-1000-35620	Cable TV Equip. Support Grant-Verizon	50,084	45,000	**48,000**	46,000	6.67%
01-1000-35630	Ligit Employee Training Grant	3000	0	**0**	0	0.00%
	Sub-Total	$108,955	$93,000	**$97,000**	$95,000	4.30%
	SERVICE CHARGES - GENERAL GOVERNMENT					
01-1000-35810	Advertising Fees	$7,730	$3,500	**$3,500**	$4,500	0.00%
01-1000-35820	Municipal Center Room Rent	4,085	2,250	**2,300**	2,250	2.22%
01-1000-35840	General Service Fees	0	500	**0**	500	-100.00%
01-1000-35845	Board of Appeals Fees	0	800	**800**	1,200	0.00%
	SERVICE CHARGES - POLICE SERVICES					
01-1000-35850	Fingerprint Fees	$315	$650	**$450**	$1,200	-30.77%
01-1000-35860	Special Police Service Fees	28,285	21,500	**27,500**	28,500	27.91%
	SERVICE CHARGES - CODE ENFORCEMENT					
01-1000-35910	Rental Property Inspection	$212,525	$194,500	**$195,200**	$202,000	0.36%
01-1000-35920	Property Clean up & Liens	20,016	24,500	**21,100**	32,500	-13.88%
	SERVICE CHARGES - SANITATION SERVICE					
01-1000-36000	Trash Pick up Service Fees	$269,050	$269,000	**$504,640**	$504,000	87.60%
01-1000-36010	Recycling Fees	42,617	42,600	**78,540**	78,540	84.37%
	Sub-Total	$584,623	$559,800	**$834,030**	$855,190	48.99%

FINES AND FORFEITURES

01-1000-36110 **Municipal Infractions:** Revenues received from the Code Enforcement & Police Department violation citations. These are separate from property cleaning 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-complaint motor vehicles. Also, revenue received as a result of non-moving violation citations written by Code Enforcement & 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.

OTHER REVENUES

01-1000-36300 **Scrap Metal & Paper:** Scrap metal and newspaper 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.

01-1000-36400 **Miscellaneous Revenues:** Revenues from sources not otherwise classified.

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 SOURCESS

01-1000-36720 **Loan Proceeds – PNC Bank:** Funds borrowed on five-year Master Lease Purchase Agreement from PNC Bank. This line of credit is to be utilized for the lease purchase of capital equipment.

APPROPRIATED SURPLUSES

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.

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

01-1000-36850 **Undesignated Prior Year Surplus:** Represents that portion of unencumbered fund balance that will be used to support the current budget.

01-1000-36900 **Operating Reserve Carryover:** Carryover of Fiscal year 2010 Reserve Fund as established by Chapter 1, Article V of the City's Code of Ordinances, 1997 Edition. Funds to be spent in last 3 months of the fiscal year.

F.Y. 2015 BUDGET
REVENUE AND RESOURCE
COMPARISON WITH PRIOR YEARS

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 BUDGETED	FY 2015 PROPOSED	FY 2016 PROJECTED	FY 2015 CHANGE
	FINES AND FORFEITURES					
01-1000-36110	Municipal Infractions	$1,730	$2,300	**$1,600**	$2,350	-30.43%
01-1000-36155	Speed Camera	295,268	255,000	**96,000**	92,000	-62.35%
01-1000-36160	Vehicle Control Fines & Towing	414,497	300,000	**380,000**	400,000	26.67%
	Sub-Total	$711,495	$557,300	**$477,600**	$494,350	-14.30%
	INTEREST AND DIVIDENDS					
01-1000-36260	Interest Earned on Investments	$10,941	$8,500	**$6,200**	$12,000	-27.06%
	Sub-Total	$10,941	$8,500	**$6,200**	$12,000	-27.06%
	OTHER REVENUES					
01-1000-36300	Scrap Metal & Paper	$3,485	$2,500	**$2,500**	$3,500	0.00%
01-1000-36320	Seized Revenues	1,115	2,000	**500**	3,500	-75.00%
01-1000-36350	Right-of-Way Fees	16,140	16,000	**16,000**	16,000	0.00%
01-1000-36360	Health Insurance Proceeds	0	0	**130,400**	145,000	100.00%
01-1000-36370	Pension Rebate	39,887	38,500	**41,000**	41,000	6.49%
01-1000-36400	Miscellaneous Revenues	54,939	15,500	**45,000**	47,000	190.32%
01-1000-36600	Weinbach Scholarship Grant	173	5,850	**500**	2,000	-91.45%
	Sub-Total	$115,739	$80,350	**$235,900**	$258,000	193.59%
	OTHER FINANCING SOURCES					
01-1000-36720	Loan Proceeds - PNC Bank	0	0	**0**	250,000	0.00%
	Sub-Total	$0	$0	**$0**	$250,000	0.00%
	APPROPRIATED SURPLUSES					
01-1000-36790	Designated for Vehicle Purchase	$0	$164,000	**$0**	$0	-100.00%
01-1000-36810	Designated for Street Repair	0	0	**0**	0	0.00%
01-1000-36820	Designated for Bridge Repair	0	0	**0**	0	0.00%
01-1000-36830	Designated for Sidewalk Repair	0	0	**0**	0	0.00%
01-1000-36840	Contingency Reserve		130,000	**130,000**	130,000	0.00%
01-1000-36850	Undesignated Prior Year Surplus	0	1,364,725	**188,800**	15,000	-86.17%
01-1000-36900	Operating Reserve Carryover	0	250,000	**250,000**	250,000	0.00%
	Sub-Total	$0	$1,908,725	**$568,800**	$395,000	-70.20%
TOTAL FUNDS AVAILABLE		**$7,845,504**	**$9,784,924**	**$8,640,431**	**$9,171,702**	-11.70%

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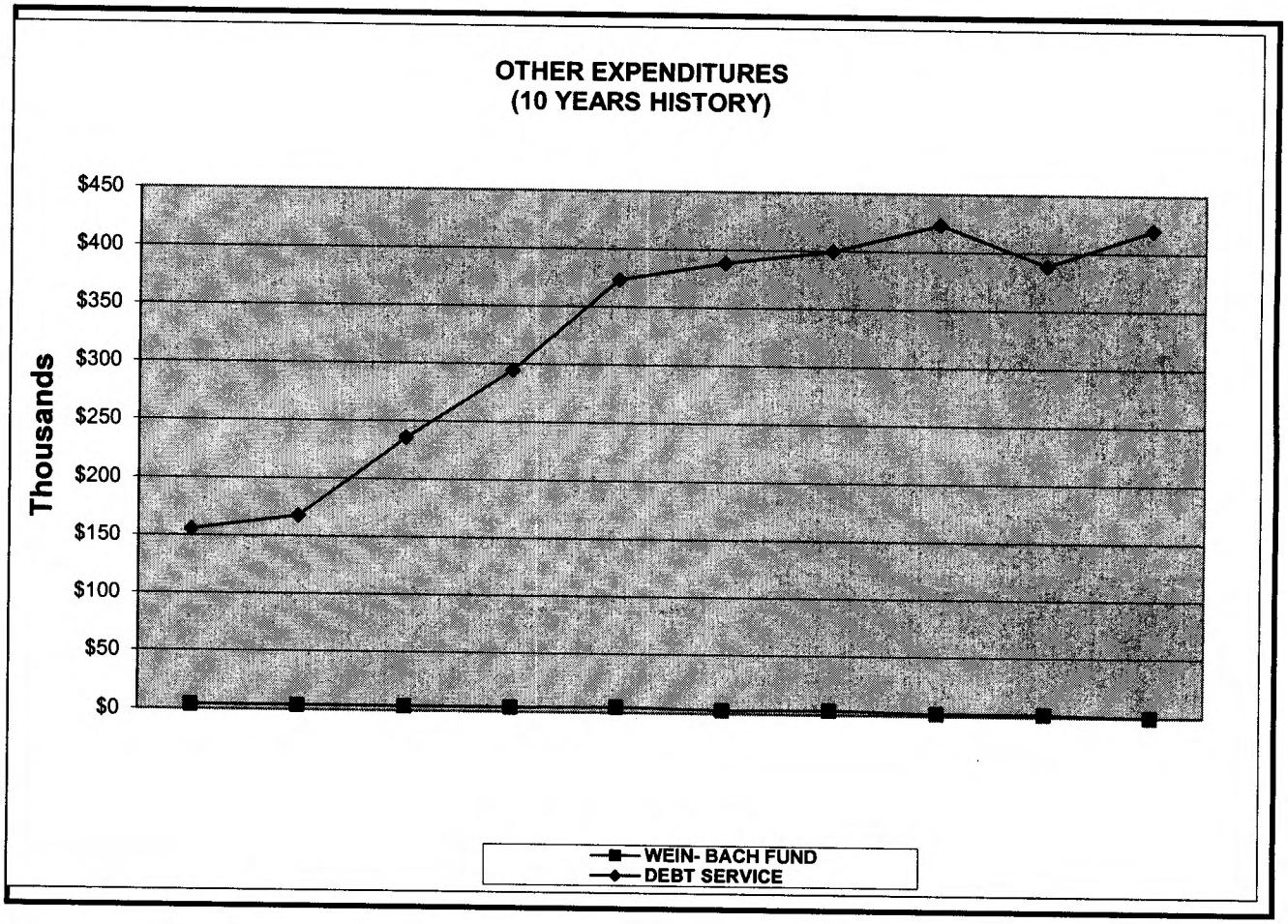
OTHER EXPENDITURES:

NON-DEPARTMENTAL

EXPENDITURES

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



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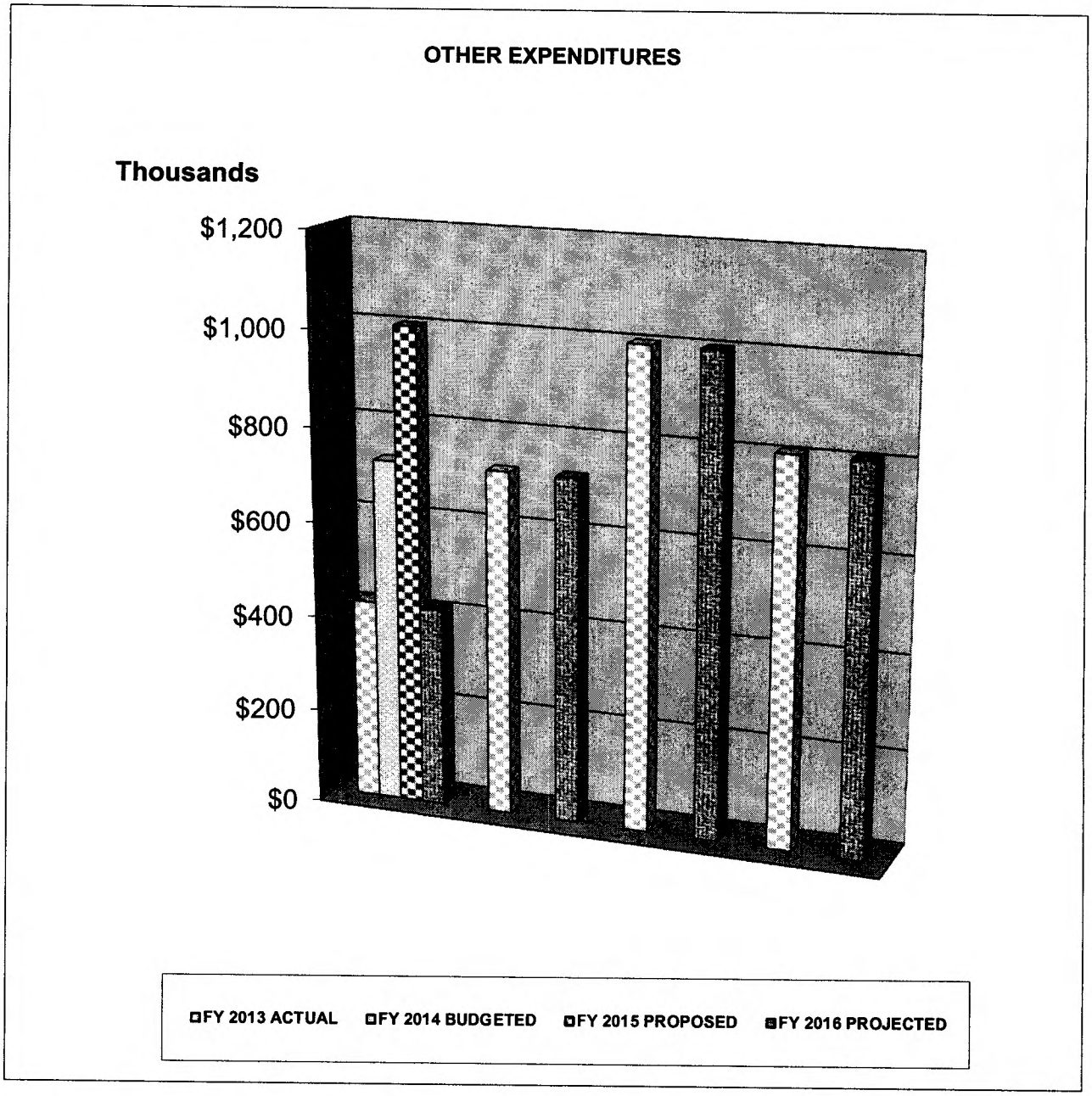
OTHER EXPENDITURES
Thousands
$1,200
$1,000
$800
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$400
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FY 2013 ACTUAL
FY 2014 BUDGETED
FY 2015 PROPOSED
FY 2016 PROJECTED

NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS

OTHER EXPENSES

Miscellaneous

01-4510-60120 **Debt Serv. - Street & Bridge Principal:** Bonds for one million dollars 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 One Million Seven Hundred Fifty Thousand dollars 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%.

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%.

OTHER EXPENSES
Miscellaneous (continued)

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%.
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:** Carryover of Fiscal Year 2010 Reserve Funds as established by Chapter 1, Article V of the City's Code of Ordinances, 1997 Edition. Funds to be spent in last 3 months of fiscal year.
01-4520-62122	**Operating Reserve-Real Property Tax:** Estimated real property tax revenue excess set aside for expenditures, in the event of any shortage incurred during the year.
01-4520-62125	**Operating Reserve-Speed Camera:** Estimated speed camera revenue excess set aside for public safety projects, in the event of any shortage occurred during the year.
01-4520-62130	**Operating Reserve-Vehicle Purchase:** Amount assigned from the increased trash pickup fees for the purchase public works vehicle purchase each 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 Operation & Maintenance:** Weinbach Scholarships operating expenses occurred in connection with revenue collection and the purchase of supplies.

F.Y. 2015 BUDGET
EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION
FUNCTION- OTHER
ACTIVITY - MISCELLANEOUS

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 BUDGETED	FY 2015 PROPOSED	FY 2016 PROJECTED	FY 2015 CHANGE
	OTHER EXPENSES					
01-4510-60120	Debt Serv. - Street & Bridge Principle	43,500	45,000	**47,000**	49,000	4.44%
01-4510-60130	Debt Serv. - Street Work Principle	68,870	70,700	**72,500**	74,350	2.55%
01-4510-60520	Debt Serv. - Street & Bridge Interest	31,840	30,100	**28,150**	26,200	-6.48%
01-4510-60530	Debt Serv. - Street Work Bond Interest	42,903	41,200	**39,400**	37,530	-4.37%
01-4510-61130	Debt Serv. - Vehicle Loan Principle FY 2008	5,636	0	**0**	0	0.00%
01-4510-61135	Debt Serv. - Vehicle Loan Principle FY 2009	43,625	7,550	**0**	0	-100.00%
01-4510-61140	Debt Serv. - Vehicle Loan Principle FY 2010	36,241	37,720	**3,250**	0	-91.38%
01-4510-61145	Debt Serv.- Vehicle Loan Principle FY 2011	64,317	65,900	**73,200**	22,950	11.08%
01-4510-61150	Debt Serv. - Vehicle Loan Principle FY 2012	67,656	69,400	**71,170**	72,960	2.55%
01-4510-61530	Debt Serv. - Vehicle Loan Interest FY 2008	20	0	**0**	0	0.00%
01-4510-61535	Debt Serv. - Vehicle Loan Interest FY 2009	1,545	50	**0**	0	-100.00%
01-4510-61540	Debt Serv. - Vehicle Loan Interest FY 2010	2,415	950	**15**	0	-98.42%
01-4510-61545	Debt Serv. - Vehicle Loan Interest FY 2011	4,726	3,180	**1,650**	130	-48.11%
01-4510-61550	Debt Serv. - Vehicle Loan Interest FY 2012	6,901	5,200	**3,450**	1,640	-33.65%
01-4520-62100	Contingency Reserve Carryover	0	87,000	**130,000**	130,000	49.43%
01-4520-62120	Operating Reserve	0	250,000	**250,000**	250,000	0.00%
01-4520-62122	Operating Reserve-Real Property Tax	0	0	**0**	0	0.00%
01-4520-62125	Operating Reserve-Speed Camera	0	3,238	**3,393**	0	4.79%
01-4520-62130	Reserve-Vehicle Purchase	0	0	**50,000**	50,000	100.00%
01-4520-62135	Reserve-Cable TV Equipement Purchase	0	0	**97,000**	95,000	100.00%
01-4520-62140	Reserve-Highway user Revenue	0	0	**130,000**	0	100.00%
01-4520-62150	Judgements and Losses	0	400	**400**	400	0.00%
01-4521-62200	Weinbach Scholarship Grant	0	3,000	**2,000**	3,000	-33.33%
01-4521-62210	Weinbach Operation & Maintenance	0	4,350	**2,500**	0	-42.53%
TOTAL MISCELLANEOUS EXPENSES		$420,195	$724,938	**$1,005,078**	$813,160	38.64%

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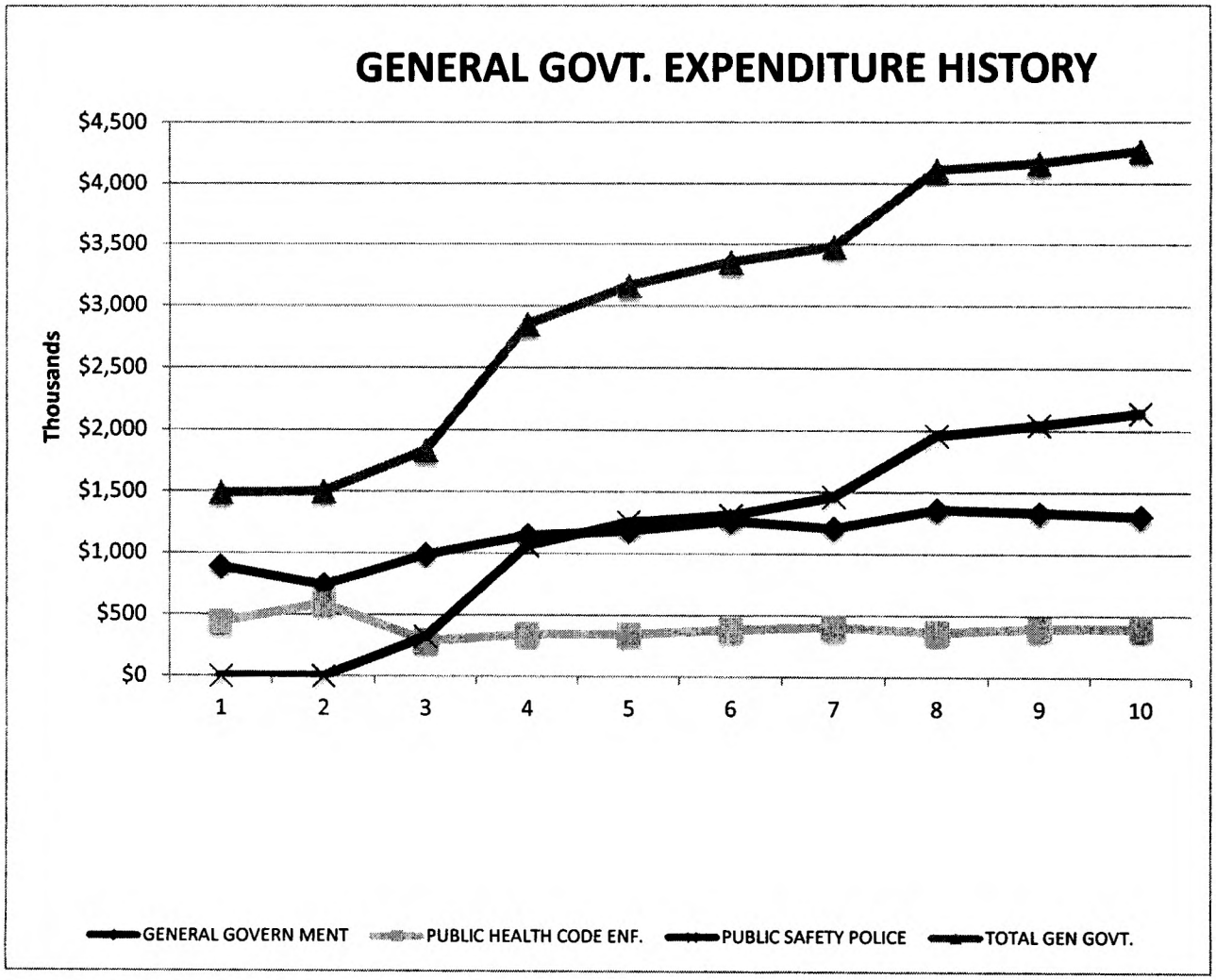
GENERAL GOVERNMENT:

DEPARTMENTAL

EXPENDITURES

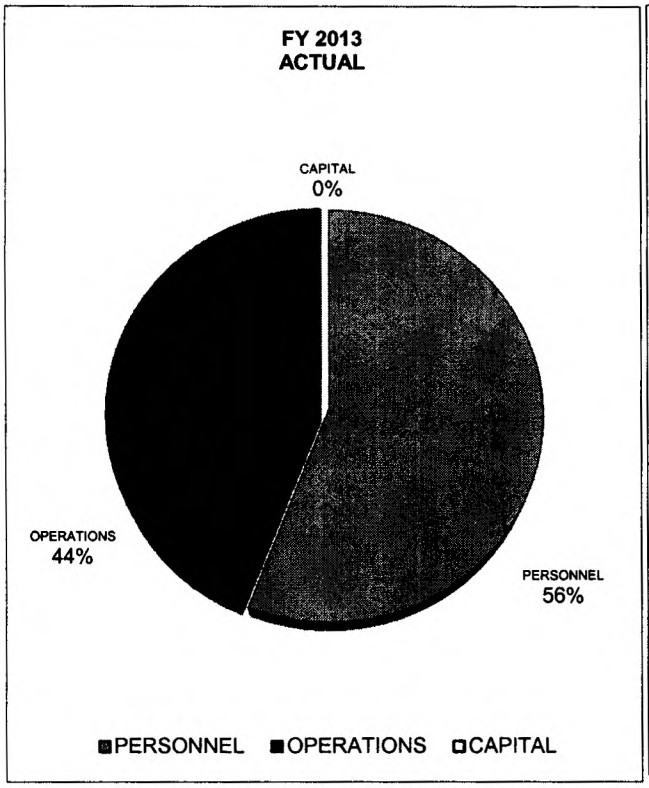
The General Government Department is responsible for accounting functions, Code Enforcement, Police Services, transporting those requiring assistance, and interfacing with the State and County administratively.

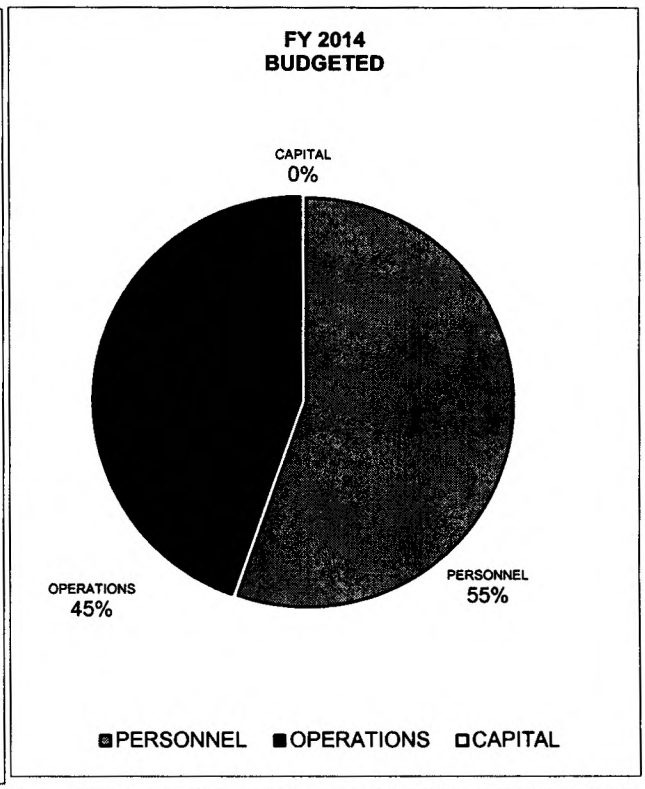


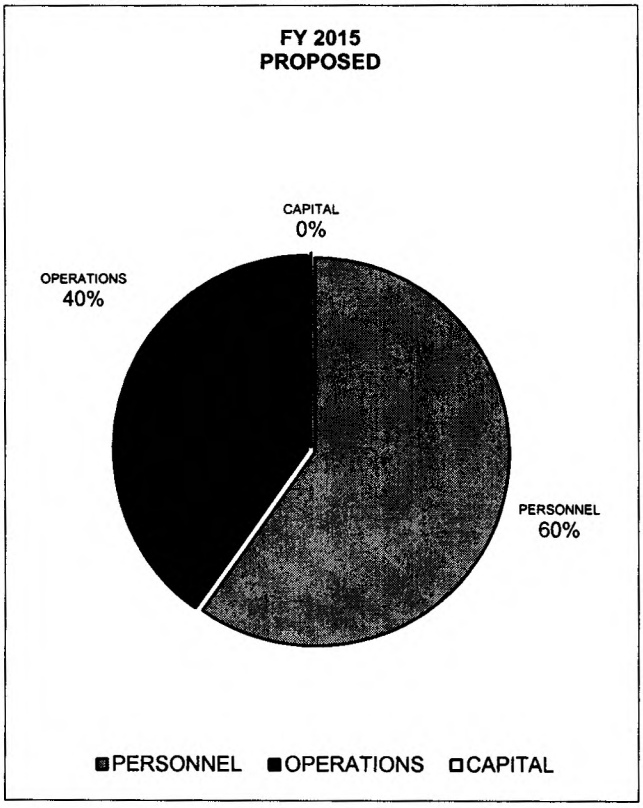
GENERAL GOVERNMENT
MAYOR AND COUNCIL

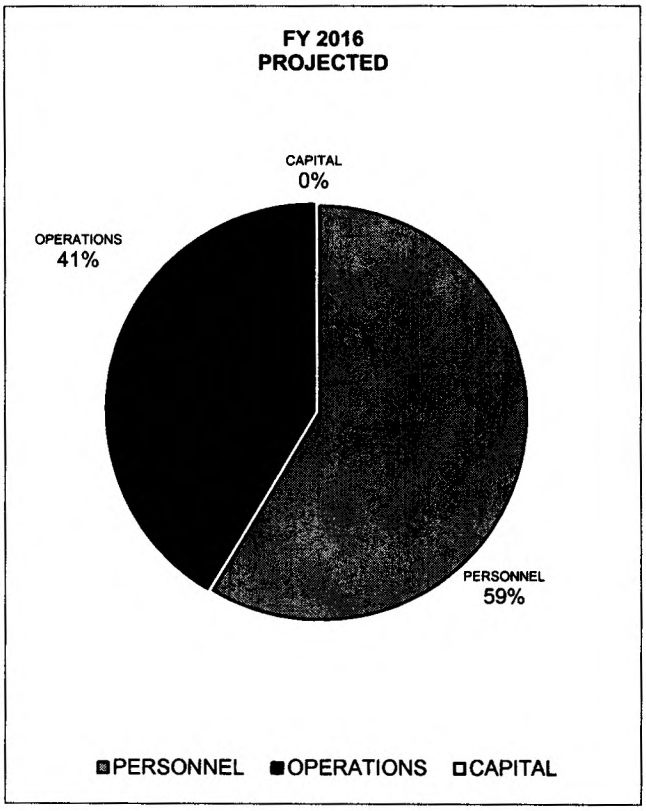
MISSION STATEMENT: The mission of the Mayor's office is to provide the administrative leadership to ensure that the citizens and residents of the City of New Carrollton are served in a professional, efficient, and ethical manner. The mission of the City Council is to establish laws, regulations and policies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

MAYOR & COUNCIL









FY 2015

NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS

PERSONNEL EXPENSES

General Government - Mayor and Council

01-1110-45000 **Mayor:** Annual salary for Mayor.

01-1110-45100 **Council:** Annual salary for Council.

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:** An employee benefit.

F.Y. 2015 CURRENT EXPENSE BUDGET

EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION

FUNCTION - GENERAL GOVERNMENT

ACTIVITY - MAYOR AND COUNCIL

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 BUDGETED	FY 2015 PROPOSED	FY 2016 PROJECTED	FY 2015 CHANGE
	PERSONNEL EXPENSES					
01-1110-45000	Mayor	$7,200	$7,200	**$7,200**	$7,200	0.00%
01-1110-45100	Council	24,000	24,000	**24,000**	24,000	0.00%
01-1110-46300	F.I.C.A.	2,387	2,387	**2,387**	2,387	0.00%
01-1110-47000	Worker's Compensation	314	540	**540**	550	0.00%
01-1110-48000	Retirement / Pension	3,085	4,024	**4,492**	4,025	11.63%
	Total Personnel Expenses	$36,986	$38,151	**$38,619**	$38,162	1.23%
	POSITIONS					
	General Government					
	Mayor	1	1	**1**	1	
	Council Members	5	5	**5**	5	
	Total Executive & Legislative Positions	6	6	**6**	6	

NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS

OPERATING EXPENSES

General Government - Mayor and Council

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 court attendance expenses, mileage, parking, tolls and accommodations, etc.

01-1110-54010 **Telephones:** Monthly expense incurred in the use of office telephones including long distance calls.

01-1110-54020 **Cell Phones:** Monthly expense incurred in the use of cell phones calls.

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.

01-1110-54450 **Neighborhood Watch:** Funding for operating city-wide program to diminish crime.

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

01-1110-54660 **Weinbach Scholarship Committee:** Funds for the operation of Weinbach Scholarship Committee. The cost in connection with the fund collection will be recovered when the collection received from the committee.

F.Y. 2015 CURRENT EXPENSE BUDGET

EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION

FUNCTION - GENERAL GOVERNMENT

ACTIVITY - MAYOR AND COUNCIL

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 BUDGETED	FY 2015 PROPOSED	FY 2016 PROJECTED	FY 2015 CHANGE
	OPERATING EXPENSES					
01-1110-52520	Office Supplies & Printing	$834	$750	**$750**	$750	0.00%
01-1110-53510	Dues & Subscriptions	215	500	**500**	500	0.00%
01-1110-53540	Travel & Meetings	16,576	17,500	**17,500**	18,500	0.00%
01-1110-54010	Telephones	710	750	**750**	750	0.00%
01-1110-54020	Cell Phones	720	720	**720**	720	0.00%
01-1110-54300	Fire Department Grant	5,000	5,000	**5,000**	5,000	0.00%
01-1110-54310	Youth Activities Grant	5,000	5,000	**0**	0	-100.00%
01-1110-54450	Neighborhood Watch	3,578	2,500	**2,500**	3,000	0.00%
01-1110-54620	Welcome Committee	55	500	**750**	750	50.00%
01-1110-54660	Weinbach Scholarship Committee	0	0	**0**	0	0.00%
	Total Operating Expenses	$32,688	$33,220	**$28,470**	$29,970	-14.30%

FY 2015

NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS

CAPITAL EXPENSES

General Government - Mayor and Council

F.Y. 2015 CURRENT EXPENSE BUDGET

EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION

FUNCTION - GENERAL GOVERNMENT

ACTIVITY - MAYOR AND COUNCIL

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 BUDGETED	FY 2015 PROPOSED	FY 2016 PROJECTED	FY 2015 CHANGE
	CAPITAL OUTLAY					
		$0	$0	$0	$0	0.00%
	Total Capital Expenses	$0	$0	$0	$0	.0%
TOTAL MAYOR & COUNCIL		$66,096	$68,871	$64,589	$65,132	-6.22%

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GENERAL GOVERNMENT - ADMINISTRATION
GENERAL MANAGEMENT:

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.

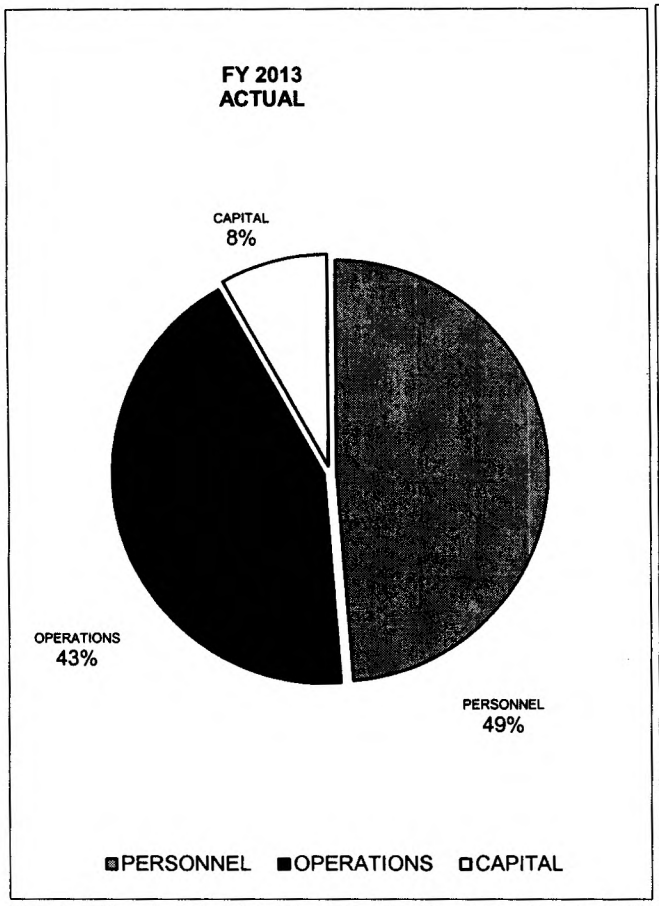
PROGRAM GOALS:

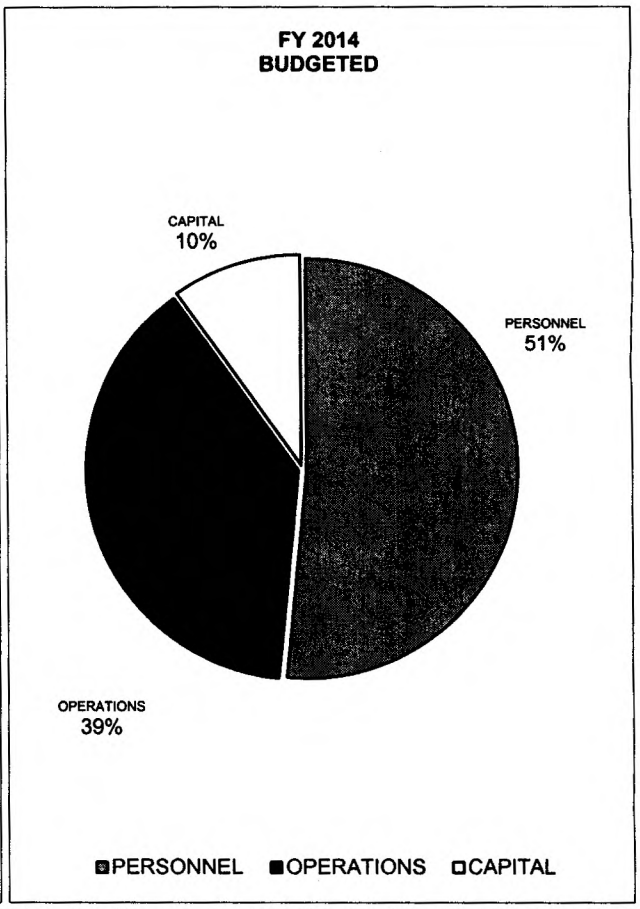
1. To continue serving the public, the Mayor and the City Council as capably and efficiently as possible.

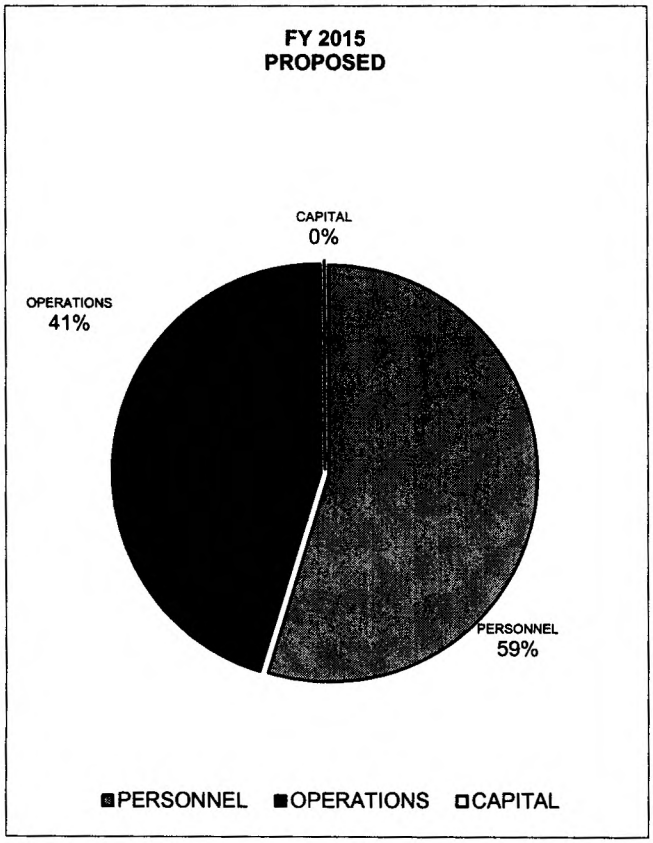
2. To enforce the health and safety codes and ordinances of the City of New Carrollton in a thorough, unbiased and efficient manner.

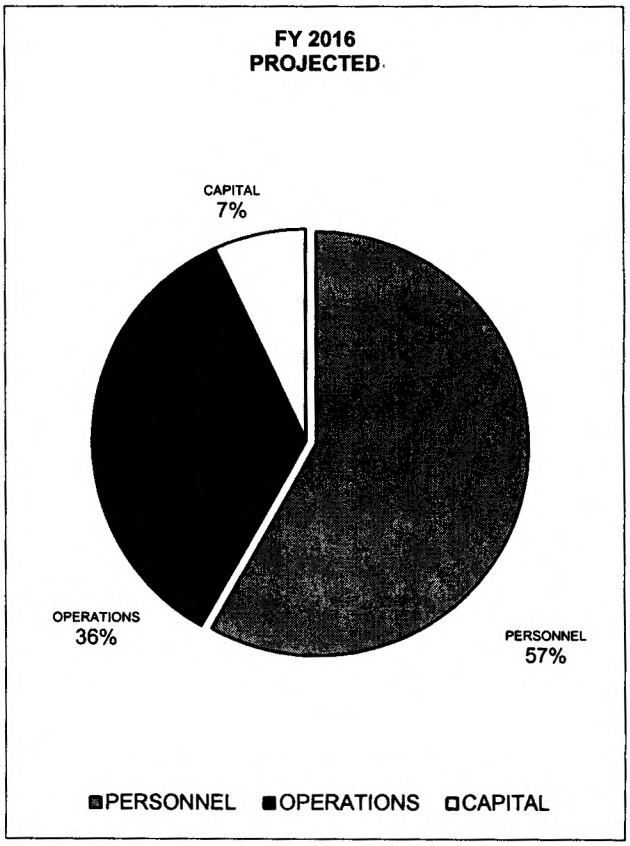
3. To provide the public with timely, relevant information via a multitude of mediums.

GENERAL GOVERNMENT ADMINISTRATION









NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS

PERSONNEL EXPENSES

General Government

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.

01-1510-45400 **Employee Services:** Salaries and accruals of Asst. Administrative Officer, City Clerk, Janitors, two part time security personnel, senior van driver, secretarial and clerical employees.

01-1510-46300 **F.I.C.A.:** Federal Insurance Contribution Act.

01-1510-46500 **Health & Life Insurance:** Provides group health, dental, life and disability insurance for employees.

01-1510-46600 **Health Insurance-Deductible:** Reimbursement of health insurance deductible.

01-1510-46700 **Employee Assistance Program:** This program provides substance abuse counseling, financial counseling, family relationship counseling and a wide range of services.

01-1510-47000 **Worker's Compensation:** Provides care for employees injured on the job.

01-1510-48000 **Retirement / Pension:** An employee benefit.

F.Y. 2015 CURRENT EXPENSE BUDGET

EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION

FUNCTION - GENERAL GOVERNMENT

ACTIVITY - ADMINISTRATION

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 BUDGETED	FY 2015 PROPOSED	FY 2016 PROJECTED	FY 2015 CHANGE
	PERSONNEL EXPENSES					
01-1510-45200	Administrative Officer	$3,536	$90,137	**$90,137**	$92,841	0.00%
01-1510-45210	Acting Aadministrative Officer	79,372	7,500	**0**	0	-100.00%
01-1510-45250	Treasurer	1,800	3,000	**3,000**	3,000	0.00%
01-1510-45400	Employee Services	257,456	387,510	**387,036**	398,647	-0.12%
01-1510-46300	F.I.C.A.	26,375	36,770	**36,733**	37,828	-0.10%
01-1510-46500	Health & Life Insurance	45,337	75,200	**93,500**	102,850	24.34%
01-1510-46600	Health Insurance - Deductible	66,295	125,000	**0**	135,000	-100.00%
01-1510-46700	Employee Assistance Program	3,500	3,500	**6,000**	6,000	71.43%
01-1510-47000	Worker's Compensation	7,504	14,224	**12,588**	14,200	-11.50%
01-1510-48000	Retirement/Pension	30,829	43,625	**47,935**	44,000	9.88%
	Total Personnel Expenses	$522,004	$786,466	**$676,930**	$834,367	-13.93%

	POSITIONS				
	Full -Time				
	Administrative Officer	1	0	**1**	1
	Acting Administrative Officer	0	1	**0**	0
	Human Resource Coordinator	0	0	**1**	1
	Asst. Administrative Officer	1	1	**1**	1
	City Clerk	1	1	**1**	1
	Administrative Assistant	1	1	**1**	1
	Janitor	1	2	**2**	2
	Total Full -Time	5	6	**7**	7
	Part-Time				
	City Treasurer	1	1	**1**	1
	Evening Security	2	2	**2**	2
	Recording Secretary	1	1	**1**	1
	Senior Van Driver	1	1	**0**	0
	Cable TV Operators	5	5	**3**	3
	Total Part - Time	10	10	**7**	7
	Total Gen. Govt. Admin. Positions	15	16	**14**	14

NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS

OPERATING EXPENSES

General Government

01-1510-50200 **Computer & IT Support:** Payments for the use of proprietary accounting software and professional technical assistance for the City's main computer system and the networking of the computer lab at the Hanko Building.

01-1510-50220 **Website & E-Mail Services:** Includes continued upgrade and maintenance of web hosting services for the City's website.

01-1510-50300 **Legal Services:** Fees for the City Attorney'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.

01-1510-50400 **Advertising:** Cost of publication of legal notices, help-wanted ads, etc.

01-1510-50430 **Cable Television Operations:** Supplies, parts and service fees for equipment operators for City Council meetings, updating of the character generator and supplies to run cable related meetings.

01-1510-50450 **City Newsletter:** Printing and postage of the New Carrollton News.

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 City in the event of claims for bodily injuries and property damages due to auto accident.

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 to entertain the employees.

01-1510-52520 **Office Supplies & Printing:** Stationery, miscellaneous office supplies and materials necessary for the operations of the General Government.

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:** Job related training seminars to develop staff capabilities, including computer training for Access, Excel, Word and non-computer related training Also books, video tapes and other miscellaneous learning materials.

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.

01-1510-53560 **Employee Gifts - Special Occasions:** Turkey/ham, gift certificates, employment anniversaries, retirement functions, etc.

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 use to maintain the day to day operations of City facilities.

01-1510-54070 **Utility – Water:** Water use to maintain the day to day operation of the City.

F.Y. 2015 CURRENT EXPENSE BUDGET

EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION

FUNCTION - GENERAL GOVERNMENT

ACTIVITY - ADMINISTRATION

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 BUDGETED	FY 2015 PROPOSED	FY 2016 PROJECTED	FY 2015 CHANGE
	OPERATING EXPENSES					
01-1510-50200	Computer & IT Support	$39,417	$45,000	**$45,000**	$45,000	0.00%
01-1510-50220	Website & E-Mail Services	5,072	6,500	**6,500**	6,500	0.00%
01-1510-50300	Legal Services	50,314	35,220	**60,000**	35,000	70.36%
01-1510-50320	Engineering Services	0	30,600	**30,600**	2,500	0.00%
01-1510-50325	Consulting Services	6,000	13,780	**0**	0	-100.00%
01-1510-50400	Advertising	9,519	12,000	**9,500**	9,500	-20.83%
01-1510-50430	Cable Television Operations	225	500	**23,000**	23,000	4500.00%
01-1510-50450	City Newsletter	33,123	37,000	**35,000**	37,000	-5.41%
01-1510-50460	HVAC System Cleaning	2,400	2,500	**2,500**	2,500	0.00%
01-1510-50700	General Liability Insurance	5,387	8,000	**8,000**	8,500	0.00%
01-1510-50710	Auto Insurance	3,941	8,000	**8,000**	8,500	0.00%
01-1510-50720	Public Officials Liability & Bonding	12,500	12,532	**12,532**	12,700	0.00%
01-1510-50750	Equipment Maintenance Contracts	10,318	17,500	**17,500**	17,500	0.00%
01-1510-50760	Office Equipment Maintenance Contracts	4,295	4,500	**4,500**	7,500	0.00%
01-1510-52100	Building Maintenance & Repair	62,311	89,000	**70,000**	54,000	-21.35%
01-1510-52110	Office Equipment Maint. & Repair	861	1,750	**1,750**	2,000	0.00%
01-1510-52130	Vehicle Operations & Maintenance	2,587	3,500	**3,500**	4,000	0.00%
01-1510-52140	Vehicle Gasoline Use	2,325	3,250	**3,250**	3,500	0.00%
01-1510-52500	Computer Supplies	4,799	7,500	**6,000**	7,750	-20.00%
01-1510-52510	Pantry Supplies	3,976	5,500	**5,000**	5,500	-9.09%
01-1510-52520	Office Supplies & Printing	14,875	16,500	**16,500**	16,500	0.00%
01-1510-52550	Janitorial Supplies	8,418	9,500	**9,500**	9,500	0.00%
01-1510-53510	Dues & Subscriptions	16,620	18,000	**18,000**	18,500	0.00%
01-1510-53520	Employee Training	1,224	4,500	**6,000**	6,000	33.33%
01-1510-53540	Travel & Meetings	4,346	4,500	**4,500**	4,500	0.00%
01-1510-53550	Employee Substance Testing & Physicals	581	1,000	**1,000**	1,500	0.00%
01-1510-53560	Employee Gifts -Special Occasions	8,550	8,500	**8,500**	8,500	0.00%
01-1510-53570	Uniforms	1,777	1,750	**1,750**	1,750	0.00%
01-1510-54010	Telephones	5,452	8,500	**7,500**	11,500	-11.76%
01-1510-54020	Cell Phones	2,335	4,300	**4,300**	4,500	0.00%
01-1510-54050	Utility -Electricity	29,368	34,500	**34,500**	34,500	0.00%
01-1510-54060	Utility - Natural Gas	9,632	14,328	**14,328**	14,500	0.00%
01-1510-54070	Utility - Water	4,817	10,700	**7,000**	11,100	-34.58%

(Continued)

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 community dev. activities.

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:** Participation in general community activities and programs, including Christmas tree lighting, seasonal decorations, school safety patrol recognition, Scout clean-up awards, citizen and organization recognition awards, Community Day, youth programs, etc.

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 City Clerk to do in-house code and charter searches.

01-1510-54550 **Miscellaneous:** Expenditures that cannot be logically classified under other categories.

F.Y. 2015 CURRENT EXPENSE BUDGET

EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION

FUNCTION - GENERAL GOVERNMENT

ACTIVITY - ADMINISTRATION

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 BUDGETED	FY 2015 PROPOSED	FY 2016 PROJECTED	FY 2015 CHANGE
	OPERATING EXPENSES					
01-1510-54080	Postage Meter & Courier Services	$9,198	$11,000	**$11,000**	$11,500	0.00%
01-1510-54150	Upkeep of Hanko Building	11,368	13,900	**13,900**	14,500	0.00%
01-1510-54420	Economic Dev. /Annexation	29,959	35,000	**16,000**	2,000	-54.29%
01-1510-54430	Election	10,886	7,500	**11,500**	8,000	53.33%
01-1510-54445	Community Promotion	21,224	22,000	**13,200**	15,900	-40.00%
01-1510-54470	Ordinance Recodification	7,292	6,000	**2,500**	7,750	-58.33%
01-1510-54480	General Code DVD	1,468	2,500	**1,600**	2,500	-36.00%
01-1510-54550	Miscellaneous	1,535	10,500	**4,500**	2,500	-57.14%
	Total Operating Expenses	$460,295	$589,110	**$559,710**	$499,950	-4.99%

NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS

CAPITAL EXPENSES

General Government

01-1510-57010 **Building Improvements:** Replacement of municipal building's with new energy saving windows. Fund received as grant from State of Maryland.

01-1510-57020 **City Hall Entrance Sign:** To build and replace the old City's entrance sign:

01-1510-57100 **Vehicle-Car:** Purchase of a car for the Administration use.

01-1510-58050 **Furniture & Fixtures:** Purchase of new office furniture.

01-1510-58100 **Computers:** Purchase of new computers and continued upgrade and maintenance of the Municipal Center's computer system.

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:** Replacement of cable TV equipment.

01-1510-58300 **New Telephone System:** To purchase and replace the old telephone system.

01-1510-58800 **Capital Purchase Reserve:** Amount reserved for the purchase of undetermined capital items.

F.Y. 2015 CURRENT EXPENSE BUDGET

EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION

FUNCTION - GENERAL GOVERNMENT

ACTIVITY - ADMINISTRATION

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 BUDGETED	FY 2015 PROPOSED	FY 2016 PROJECTED	FY 2015 CHANGE
	CAPITAL OUTLAY					
01-1510-57010	Building Improvements	$0	$0	**$0**	$0	0.00%
01-1510-57020	City Hall Entrance Sign	0	8,000	**0**	0	-100.00%
01-1510-57100	Vehicle-Car	0	0	**0**	0	0.00%
01-1510-58050	Furniture & Fixtures	3,285	15,000	**0**	0	-100.00%
01-1510-58100	Computers	5,350	5,000	**0**	5,000	-100.00%
01-1510-58220	Generator & Trailer	23,291	18,500	**0**	0	-100.00%
01-1510-58250	Cable TV Equipment Grant	55,273	93,000	**0**	95,000	-100.00%
01-1510-58300	New Telephone System	0	10,700	**0**	0	-100.00%
01-1510-58800	Capital Purchase Reserve	0	0	**0**	0	0.00%
	Total Capital Expenses	$87,199	$150,200	**$0**	$100,000	-100.00%
TOTAL GENERAL GOVERNMENT ADMINISTRATION		$1,069,498	$1,525,776	**$1,236,640**	$1,434,317	-18.95%

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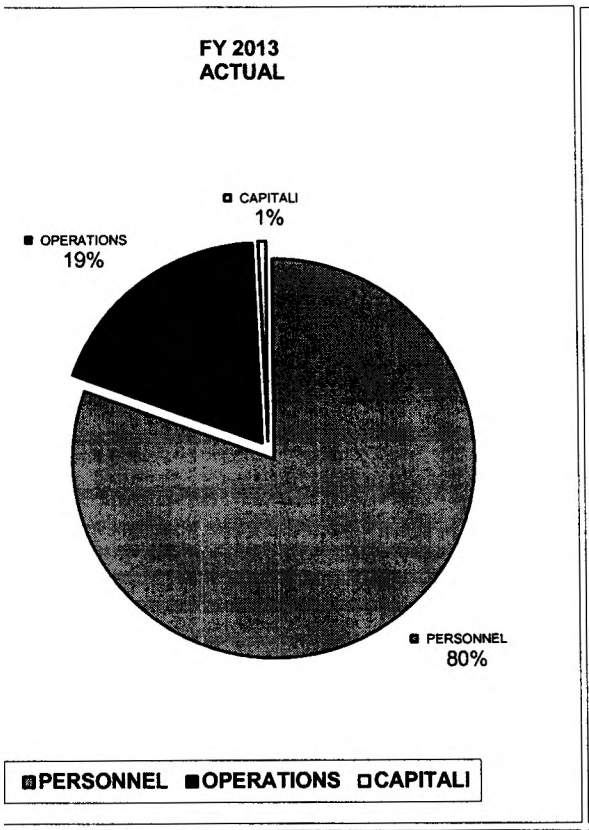
GENERAL GOVERNMENT
FINANCIAL ADMINISTRATION
FINANCE AND ACCOUNTING

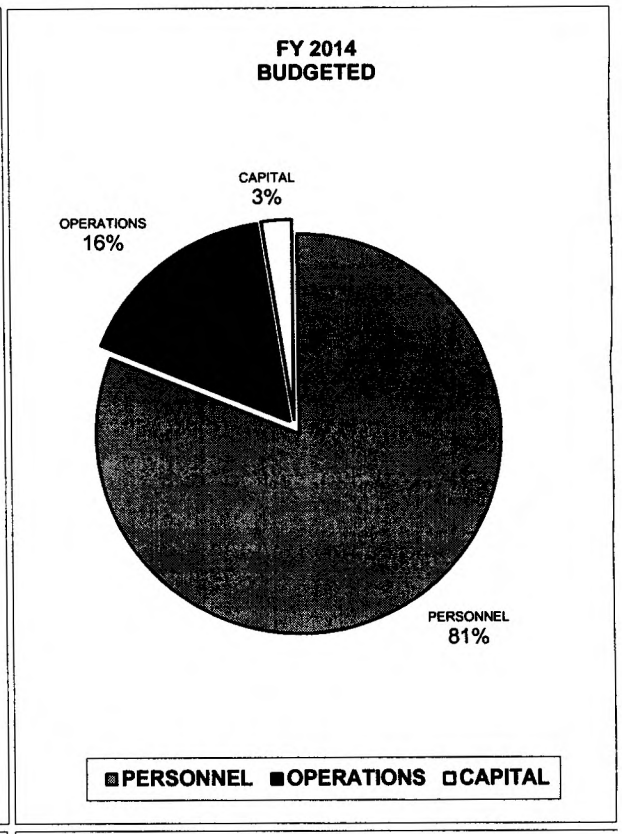
MISSION STATEMENT: The mission of the Office of Finance and Accounting is dedicated to professionalism in maximizing available resources and in delivering creative and innovative financial resources to maintain citizen confidence and ensure cost-effective benefits.

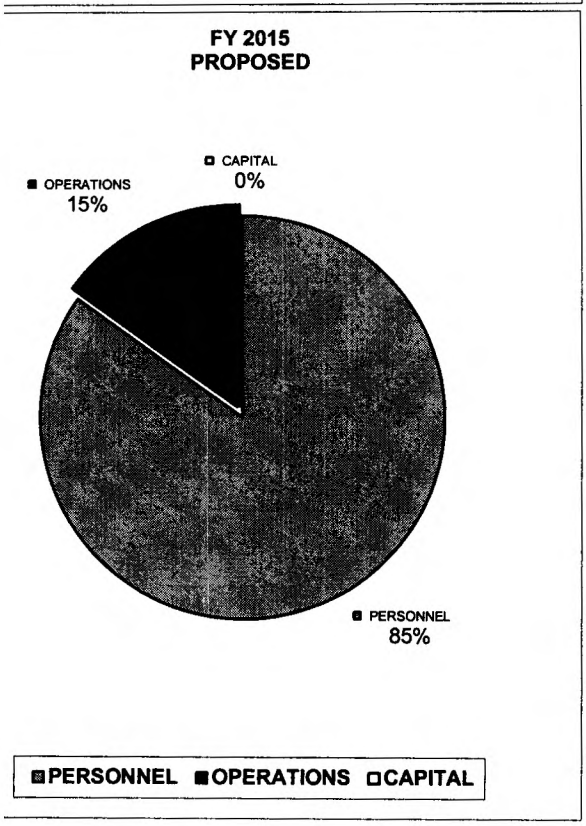
PROGRAM GOALS:

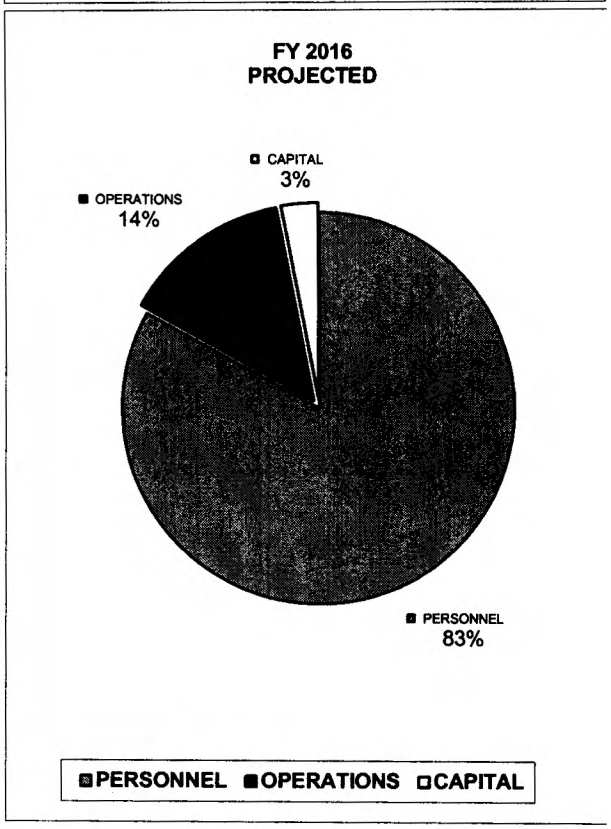
Make the City's audited financial records available to the public to enhance and improve citizen knowledge, understanding, and interactivity. Also, to produce quality financial records of the City by improving the daily operations and enhance the agency's management focus and quality of revenue projections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

FINANCE ADMINISTRATION









NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS

PERSONNEL EXPENSES

Financial Administration - Finance and Accounting

01-2010-45400 **Employee Services:** Annual compensation and accruals appropriated for employee services.

01-2010-46300 **F.I.C.A.:** Federal Insurance Contribution Act.

01-2010-46500 **Health & Life Insurance:** Provides group health, dental and life insurance for employees.

01-2010-47000 **Worker's Compensation:** Provides care for employees injured on the job.

01-2010-48000 **Retirement / Pension:** An employee benefit.

F.Y. 2015 CURRENT EXPENSE BUDGET

EXPENDITURE BY OBJECT AND PROGRAM CLASSIFICATION

FUNCTION - FINANCIAL ADMINISTRATION

ACTIVITY - FINANCE AND ACCOUNTING

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 BUDGETED	FY 2015 PROPOSED	FY 2016 PROJECTED	FY 2015 CHANGE
	PERSONNEL EXPENSES					
01-2010-45400	Employee Services	$108,622	$157,782	**$193,533**	$199,339	22.66%
01-2010-46300	F.I.C.A.	8,351	14,805	**14,805**	15,249	0.00%
01-2010-46500	Health & Life Insurance	11,972	25,800	**34,600**	38,060	34.11%
01-2010-47000	Worker's Compensation	422	1,052	**1,052**	1,400	0.00%
01-2010-48000	Retirement / Pension	9,319	17,388	**19,127**	19,336	10.00%
	Total Personnel Expenses	$138,686	$216,827	**$263,117**	$273,384	21.35%
	POSITIONS					
	Full-Time					
	Director of Finance & Accounting	1	1	**1**	1	
	Staff Accountant	0	0	**1**	1	
	Accounting Clerks	0	0	**1**	1	
	Total Full-Time	1	1	**3**	3	
	Part-Time					
	Accounting Clerks	1	1	**0**	0	
	Total Part-Time	1	1	**0**	0	
	Total Accounting Positions	2	2	**3**	3	

NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS

OPERATING EXPENSES

Financial Administration - Finance and Accounting

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.

01-2010-52505 **Accounting Software and Licenses:** Purchase of software and licenses to upgrade the accounting software.

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 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:** Job related training seminars to develop staff capabilities, including computer training for Access, Excel, Word and non-computer related training. Also books, video tapes and miscellaneous learning materials.

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.

01-2010-54020 **Cell Phones:** Monthly expense incurred in the use of cell phones including long distance calls.

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.

F.Y. 2015 CURRENT EXPENSE BUDGET

EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION

FUNCTION - FINANCIAL ADMINISTRATION

ACTIVITY - FINANCE & ACCOUNTING

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 BUDGETED	FY 2015 PROPOSED	FY 2016 PROJECTED	FY 2015 CHANGE
	OPERATING EXPENSES					
01-2010-50110	Auditing Services	$17,604	$18,500	**$19,000**	$18,500	2.70%
01-2010-50200	Computer Support	5,068	9,000	**9,000**	9,000	0.00%
01-2010-52500	Computer Supplies	1,162	2,750	**1,850**	2,750	-32.73%
01-2010-52505	Accounting Software and Licenses	0	4,000	**0**	7,500	-100.00%
01-2010-52520	Office Supplies & Printing	2,331	3,000	**2,750**	3,500	-8.33%
01-2010-53130	Small Equipment	0	500	**500**	500	0.00%
01-2010-53510	Dues & Subscriptions	979	1,000	**1,000**	1,000	0.00%
01-2010-53520	Employee Training	949	2,000	**5,000**	2,500	150.00%
01-2010-53540	Travel & Meetings	148	1,500	**1,500**	1,500	0.00%
01-2010-54010	Telephone	1,918	2,000	**1,300**	2,500	-35.00%
01-2010-54020	Cell Phones	0	0	**1,000**	1,000	100.00%
01-2010-54400	Credit Card Service Fees	1,741	2,500	**2,750**	2,500	10.00%
01-2010-54550	Miscellaneous	349	1,000	**1,000**	1,500	0.00%
	Total Operating Expenses	$32,249	$47,750	**$46,650**	$54,250	-2.30%

FY 2015

NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS

CAPITAL EXPENSES

Financial Administration - Finance and Accounting

01-2010-58100	**Computers:** To replace the existing computer.

F.Y. 2015 CURRENT EXPENSE BUDGET

EXPENDITURE BY OBJECT AND PROGRAM CLASSIFICATION

FUNCTION - FINANCE ADMINISTRATION

ACTIVITY - FINANCE AND ACCOUNTING

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 BUDGETED	FY 2015 PROPOSED	FY 2016 PROJECTED	FY 2015 CHANGE
	CAPITAL OUTLAY					
01-2010-58100	Computers	$1,108	$2,500	**$0**	$2,500	-100.00%
	Total Capital Expenses	$1,108	$2,500	**$0**	$2,500	-100.00%
TOTAL FINANCE & ADMINISTRATION		$172,043	$267,077	**$309,767**	$329,134	15.98%

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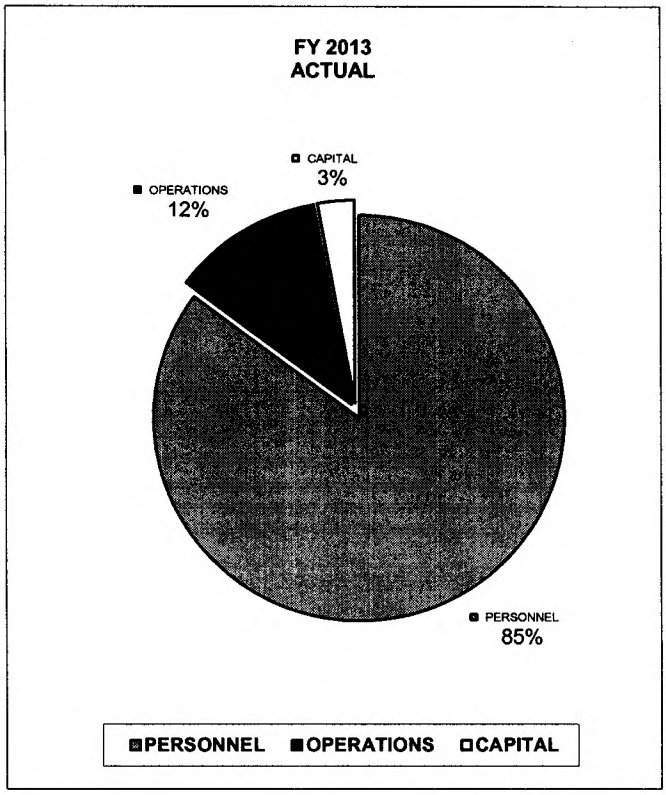
GENERAL GOVT. - PUBLIC HEALTH
CODE ENFORCEMENT SERVICES

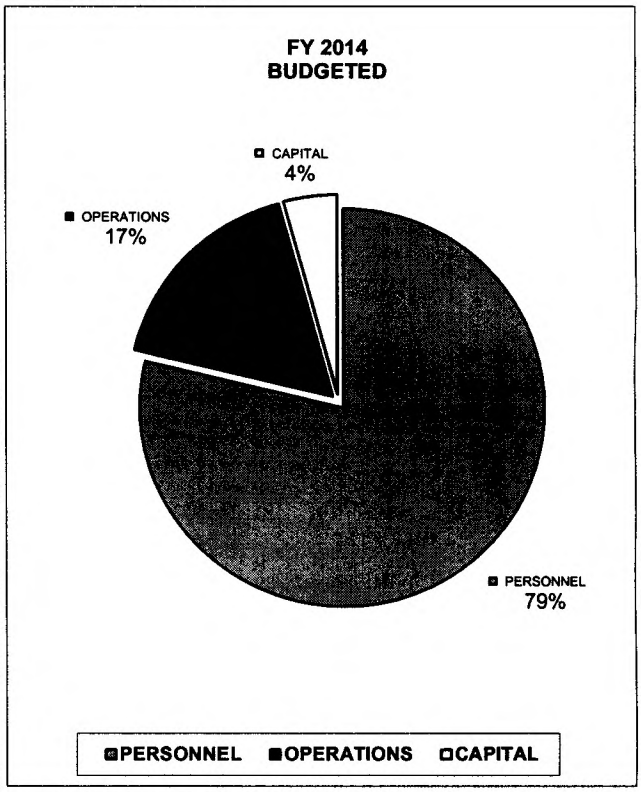
MISSION STATEMENT: Prohibit nuisances and disturbing elements which may affect the health and welfare of any person within the City of New Carrollton. To monitor the construction of buildings and the maintenance thereof, and the use of property.

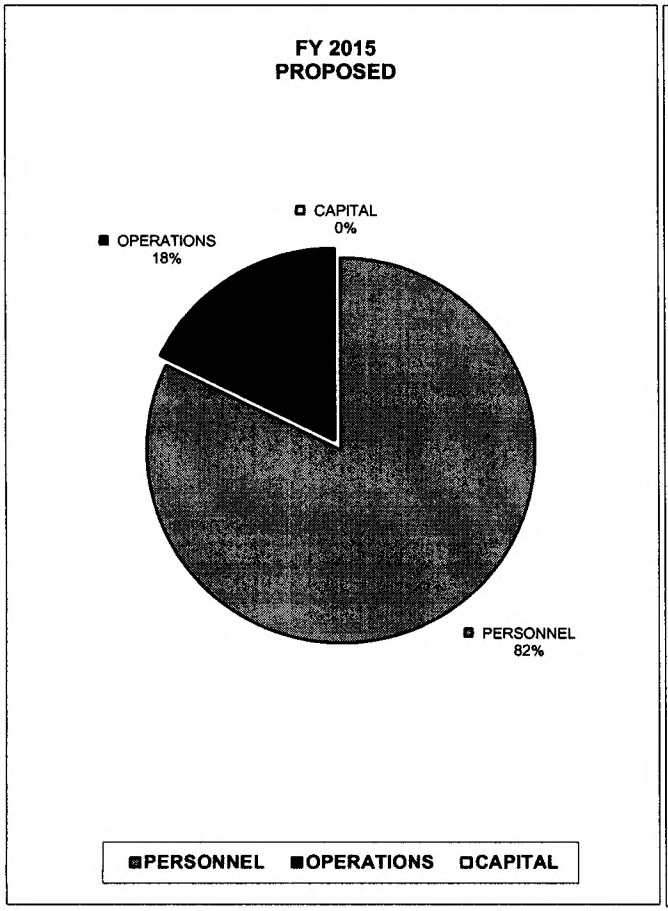
PROGRAM GOALS:

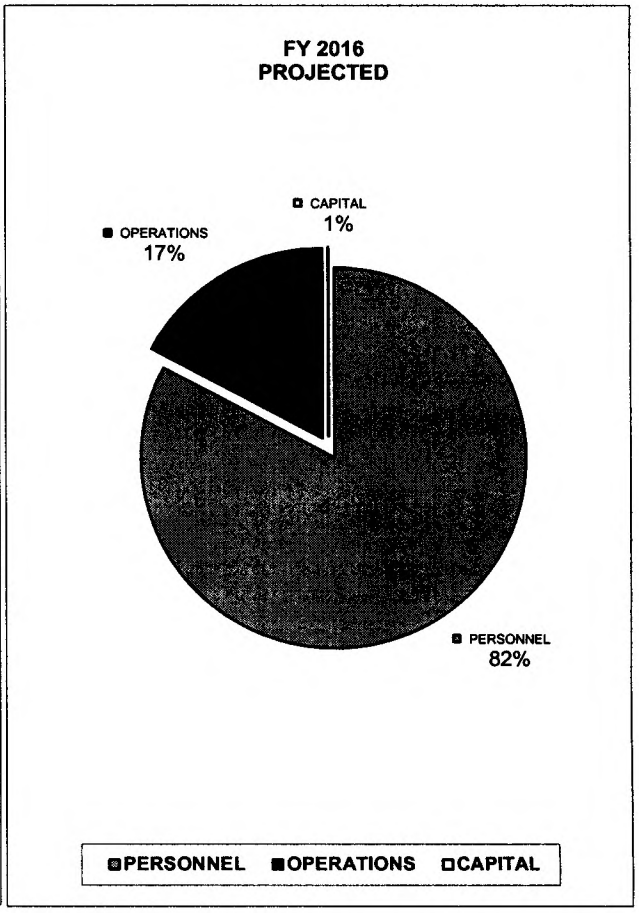
1.To enforce the health and safety codes and ordinances of the City of New Carrollton in a thorough and efficient manner, related to concerns such as chipping and flaking paint on City houses, oversized vehicles, unregistered vehicles, rental housing inspections, building permits, deteriorating structures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

PUBLIC HEALTH AND CODE ENFORCEMENT









NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS

PERSONNEL EXPENSES

Public Health-Code Enforcement

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, dental and life insurance for employees.
01-2510-47000	**Worker's Compensation:** Provides care for employees injured on the job.
01-2510-48000	**Retirement / Pension:** An employee benefit.

F.Y. 2015 CURRENT EXPENSE BUDGET

EXPENDITURE BY OBJECT AND PROGRAM CLASSIFICATION

FUNCTION - PUBLIC HEALTH

ACTIVITY - CODE ENFORCEMENT

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 BUDGETED	FY 2015 PROPOSED	FY 2016 PROJECTED	FY 2015 CHANGE
	PERSONNEL EXPENSES					
01-2510-45400	Employee Services	$245,466	$289,849	**$289,852**	$298,548	0.00%
01-2510-45650	Overtime	0	1,500	**0**	2,500	-100.00%
01-2510-46300	F.I.C.A.	18,425	22,288	**22,174**	23,030	-0.51%
01-2510-46500	Health & Life Insurance	40,776	51,000	**80,300**	88,330	57.45%
01-2510-47000	Worker's Compensation	12,291	25,295	**25,145**	25,475	-0.59%
01-2510-48000	Retirement / Pension	23,299	26,975	**29,673**	29,700	10.00%
	Total Personnel Expenses	$340,257	$416,907	**$447,143**	$467,583	7.25%

POSITIONS

Full-Time				
Code Enforcement Director	1	1	**1**	1
Asst. Code Enforcement Director	1	1	**1**	1
Code Enforcement Officer(s)	2	2	**2**	2
Code Enforcement Admin. Asst.	0	1	**1**	1
Total Full-Time	4	5	**5**	5
Part-Time				
Code Enforcement Officer	1	1	**1**	1
Total Part-Time	1	1	**1**	1
Total Code Enforcement Positions	5	6	**6**	6

NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS

OPERATING EXPENSES

Public Health-Code Enforcement

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:** Payments to vendors such as Marty Mows who assist the City to obtain code compliance when violation notices have not been compiled with.
01-2510-52130	**Vehicle Operation & Maintenance**: Maintenance, operation, painting, repair, 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 & Animal Control:** For mosquito control service under contract with Prince George's County and the State of Maryland. Also for animal traps or pest control.
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 seminars to develop staff capabilities, including computer training.
01-2510-53540	**Travel & Meetings:** Expenses incurred by employees while on official City business, including court attendance expenses, mileage, parking, tolls and accommodations, etc.
01-2510-53550	**Employee Substance Testing & Physicals:** Provides for random testing to detect substance abuse and pre-employment physicals.
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.

OPERATING EXPENSES

Code Enforcement (Continued)

01-2510-54020 **Cell Phones:** Monthly expenses incurred in the use of cell phones including long distance calls.

01-2510-54550 **Miscellaneous:** Expenditures that can not be logically classified under other categories.

F.Y. 2015 CURRENT EXPENSE BUDGET

EXPENDITURES BY OBJECT AND PROGRAM CLASSIFICATION

FUNCTION - PUBLIC HEALTH

ACTIVITY - CODE ENFORCEMENT

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 BUDGETED	FY 2015 PROPOSED	FY 2016 PROJECTED	FY 2015 CHANGE
	OPERATING EXPENSES					
01-2510-50200	Computer Support	$0	$0	**$6,000**	$6,000	100.00%
01-2510-50820	Property Clean-Up	17,423	39,500	**39,500**	37,000	0.00%
01-2510-52130	Vehicle Operation & Maintenance	592	5,500	**5,500**	6,000	0.00%
01-2510-52140	Vehicle Gasoline Use	12,814	14,720	**14,500**	15,000	-1.49%
01-2510-52190	Insect & Animal Control	500	500	**500**	500	0.00%
01-2510-52500	Computer Supplies	1,170	4,500	**3,500**	4,700	-22.22%
01-2510-52520	Office Supplies & Printing	4,295	6,000	**6,000**	6,200	0.00%
01-2510-52530	Field Supplies	1,295	1,750	**1,750**	2,000	0.00%
01-2510-52540	Signs, Notices & Permits	754	1,500	**1,500**	1,750	0.00%
01-2510-53130	Small Tools	0	500	**500**	500	0.00%
01-2510-53510	Dues & Subscriptions	390	1,000	**1,000**	1,200	0.00%
01-2510-53520	Employee Training	645	2,000	**5,000**	2,500	150.00%
01-2510-53540	Travel & Meetings	1,442	2,000	**2,000**	2,000	0.00%
01-2510-53550	Employee Substance Testing & Physicals	160	750	**750**	800	0.00%
01-2510-53570	Uniforms	1,254	2,250	**1,950**	2,500	-13.33%
01-2510-54010	Telephones	1,201	2,500	**1,800**	2,500	-28.00%
01-2510-54020	Cell Phones	3,426	4,500	**4,200**	5,500	-6.67%
01-2510-54550	Miscellaneous	46	500	**500**	500	0.00%
	Total Operating Expenses	$47,407	$89,970	**$96,450**	$97,150	7.20%

NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS

CAPITAL EXPENSES

Public Health - Code Enforcement

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.

F.Y. 2015 CURRENT EXPENSE BUDGET

EXPENDITURE BY OBJECT AND PROGRAM CLASSIFICATION

FUNCTION - PUBLIC HEALTH

ACTIVITY - CODE ENFORCEMENT

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 BUDGETED	FY 2015 PROPOSED	FY 2016 PROJECTED	FY 2015 CHANGE
	CAPITAL OUTLAY					
01-2510-57100	Vehicle	$0	$17,500	**$0**	$0	-100.00%
01-2510-58100	Computers	0	5,000	**0**	0	-100.00%
01-2510-58110	Code Enforcement Software	11,636	0	**0**	0	0.00%
	Total Capital Expenses	$11,636	$22,500	**$0**	$0	-100.00%
TOTAL PUBLIC HEALTH - CODE ENFORCEMENT		$399,300	$529,377	**$543,593**	$564,733	2.69%

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PUBLIC SAFETY
POLICE ADMINISTRATION

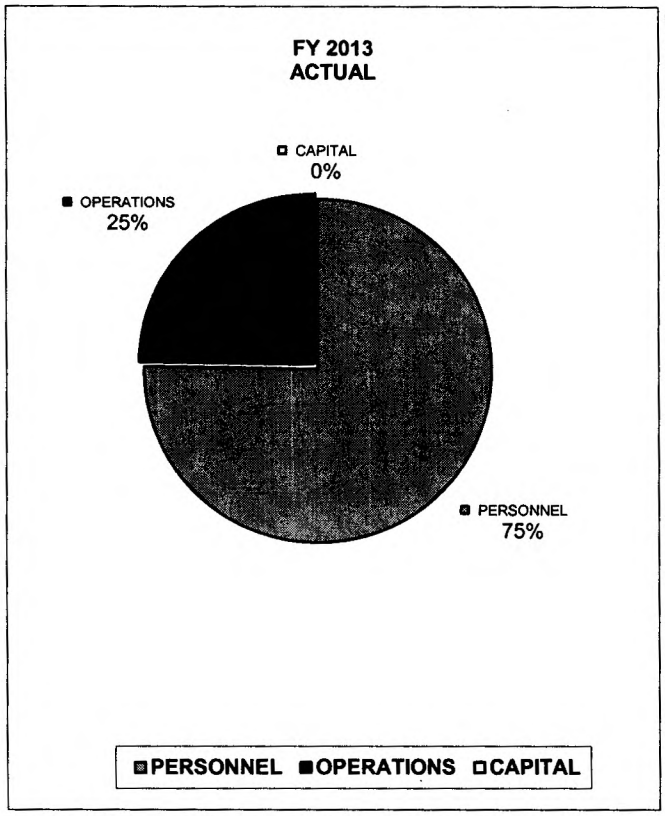
MISSION STATEMENT: To protect and serve the residents and businesses of the City of New Carrollton by enforcing laws that control the wide range of crimes within the community; to provide a safe environment and quality of life consistent with the values of the community.

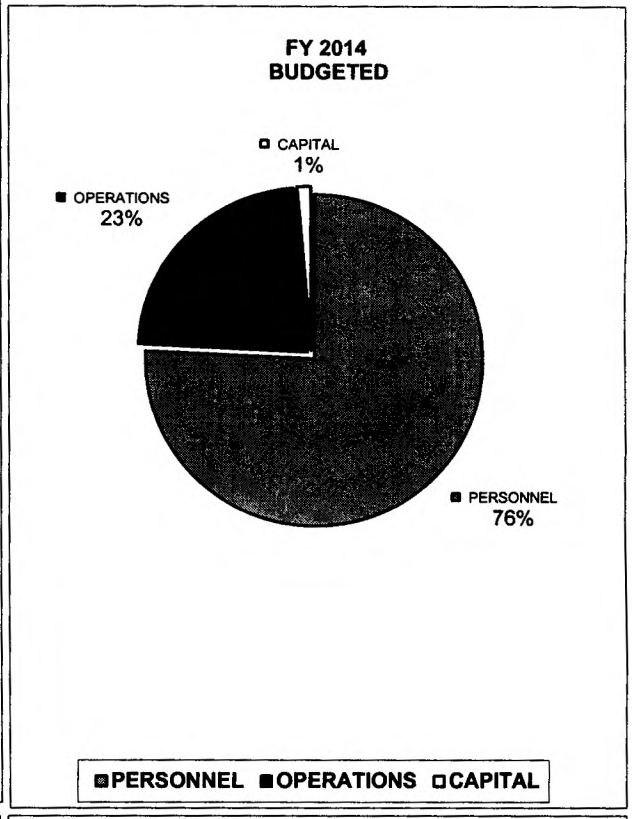
PROGRAM GOALS:

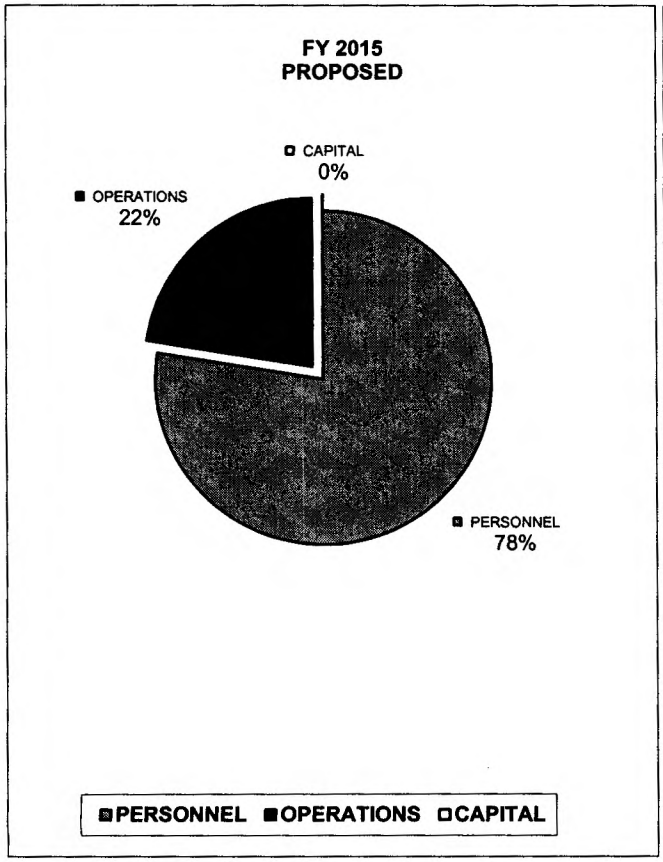
1. To enforce the safety codes and ordinances of the City of New Carrollton, Prince George's County, and the State of Maryland in a thorough and efficient manner.

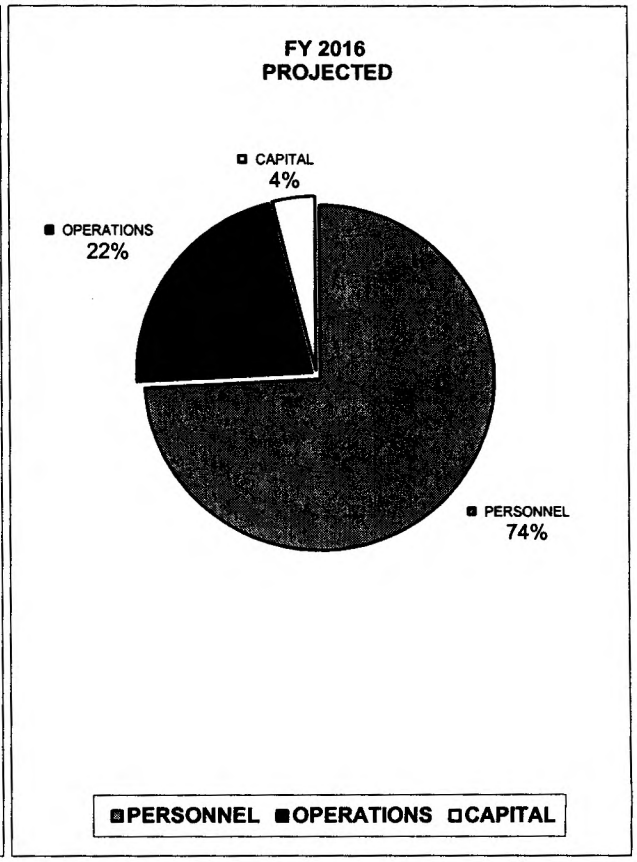
2. To assist Code Enforcement in the performance of their duties and give directions to different police departments under the police administration.

PUBLIC SAFETY POLICE ADMINISTRATION









NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS

PERSONNEL EXPENSES

Public Safety - Police Administration

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, dental and life insurance for employees.
01-3010-47000	**Worker's Compensation:** Provides care for employees injured on the job.
01-3010-48000	**Retirement / Pension:** An employee benefit.

F.Y. 2015 CURRENT EXPENSE BUDGET

EXPENDITURE BY OBJECT AND PROGRAM CLASSIFICATION

FUNCTION - PUBLIC SAFETY

ACTIVITY - POLICE ADMINISTRATION

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 BUDGETED	FY 2015 PROPOSED	FY 2016 PROJECTED	FY 2015 CHANGE
	PERSONNEL EXPENSES					
01-3010-45300	Police Chief	$78,393	$85,405	**$85,405**	$87,967	0.00%
01-3010-45400	Employee Services	143,335	234,723	**297,626**	306,555	26.80%
01-3010-45650	Overtime - Employee Services	756	6,500	**6,500**	6,500	0.00%
01-3010-46300	F.I.C.A.	16,699	24,987	**29,799**	30,678	19.26%
01-3010-46500	Health & Life Insurance	30,621	49,500	**69,200**	70,500	39.80%
01-3010-47000	Worker's Compensation	14,954	31,512	**32,488**	32,200	3.10%
01-3010-48000	Retirement / Pension	16,603	30,083	**40,010**	33,100	33.00%
					0	
	Total Personnel Expenses	$301,361	$462,710	**$561,028**	$567,500	21.25%

POSITIONS

Full -Time				
Police Chief	1	1	**1**	1
Police Captain	0	0	**1**	1
Police Lieutenant	1	0	**0**	0
Police Sergeant-C.I.D	0	1	**1**	1
Administrative Asst.	2	2	**3**	2
Part-Time				
Property Officer	0	0	**1**	0
Total Police Admin. Positions	4	4	**7**	5

NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS

OPERATING EXPENSES

Public Safety - Police Service

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.

01-3010-52110 **Office Equipment Maint. & Repair:** Maintenance, operation and repair of office equipment.

01-3010-52130 **Vehicle Operation & Maintenance**: Maintenance, operation, painting, repairs, 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 to entertain the employees.

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, including computer training.

01-3010-53540 **Travel & Meetings:** Expenses incurred by employees while on official City business, including court attendance expenses, mileage, parking, tolls and accommodations, etc.

01-3010-53550 **Employee Substance Testing & Physicals:** Provides for random testing to detect substance abuse and pre-employment physicals.

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 including long distance calls.

PUBILC SAFETY POLICE ADMINISTRATION EXPENSES CONTINUED

01-3010-54080 **Postage Meter & Courier Services:** Cost of mailing using postage meter stamps and the use of courier service to deliver important letters and packets.

01-3010-54445 **Community Promotion:** National night out, shop with cop, awards, banquet and employee gifts.

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 fee paid to the collection agency at 14% of the collection.

01-3010-54550 **Miscellaneous:** Expenditures that can not be logically classified under other categories.

F.Y. 2015 CURRENT EXPENSE BUDGET

EXPENDITURE BY OBJECT AND PROGRAM CLASSIFICATION

FUNCTION - PUBLIC SAFETY

ACTIVITY - POLICE ADMINISTRATION

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 BUDGETED	FY 2015 PROPOSED	FY 2016 PROJECTED	FY 2015 CHANGE
	OPERATING EXPENSES					
01-3010-50700	General Liability Insurance	$0	$26,000	**$26,000**	$26,450	0.00%
01-3010-50710	Auto Insurance	0	23,000	**23,000**	20,200	0.00%
01-3010-52110	Office Equipment Maint. & Repair	348	2,000	**1,500**	2,100	-25.00%
01-3010-52130	Vehicle Operation & Maintenance	4,571	5,500	**5,500**	5,750	0.00%
01-3010-52140	Vehicle Gasoline Use	9,474	10,000	**9,500**	12,500	-5.00%
01-3010-52500	Computer Supplies	1,433	2,000	**1,500**	2,200	-25.00%
01-3010-52510	Pantry Supplies	1,374	3,000	**3,000**	3,500	0.00%
01-3010-52520	Office Supplies & Printing	4,877	5,000	**5,000**	5,500	0.00%
01-3010-53130	Small Equipment	0	2,000	**1,750**	1,800	-12.50%
01-3010-53510	Dues & Subscriptions	775	1,500	**1,500**	1,500	0.00%
01-3010-53520	Employee Training	4,496	2,000	**2,000**	2,000	0.00%
01-3010-53540	Travel & Meetings	2,490	2,500	**3,500**	3,500	40.00%
01-3010-53550	Employee Substance Testing & Physicals	35	1,200	**1,200**	1,200	0.00%
01-3010-53570	Uniforms	2,855	3,000	**3,000**	3,750	0.00%
01-3010-54010	Telephones	1,827	2,500	**2,500**	2,500	0.00%
01-3010-54020	Cell Phones	3,243	3,500	**3,500**	3,500	0.00%
01-3010-54080	Postage Meter & Courier Services	1,379	2,000	**2,000**	2,500	0.00%
01-3010-54445	Community Promotion	0	0	**8,800**	10,600	100.00%
01-3010-54495	Vehicle Control Fine - Service Fees	59,187	41,500	**56,000**	55,000	34.94%
01-3010-54550	Miscellaneous	906	2,000	**2,000**	2,000	0.00%
	Total Operating Expenses	$99,270	$140,200	**$162,750**	$168,050	16.08%

FY 2015

NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS

CAPITAL EXPENSES

Public Safety- Police Service

01-3010-57100 **Vehicles:** Purchase of vehicles for the police force.

01-3010-58000 **Furniture & Fixtures:** Purchase of new office furniture.

01-3010-58100 **Computers:** Computer Replacement.

01-3010-58120 **Body Camera:** Purchase of new body camera for the police officers.

F.Y. 2015 CURRENT EXPENSE BUDGET

EXPENDITURE BY OBJECT AND PROGRAM CLASSIFICATION

FUNCTION - PUBLIC SAFETY

ACTIVITY - POLICE ADMINISTRATION

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 BUDGETED	FY 2015 PROPOSED	FY 2016 PROJECTED	FY 2015 CHANGE
	CAPITAL OUTLAY					
01-3010-57100	Vehicles	$0	$0	**$0**	$25,000	0.00%
01-3010-58000	Furniture & Fixtures	0	0	**0**	0	0.00%
01-3010-58100	Computers	0	5,000	**0**	5,000	-100.00%
01-3010-58120	Body Camera	0	3,000	**0**	0	-100.00%
	Total Capital Expenses	$0	$8,000	**$0**	$30,000	-100.00%
TOTAL POLICE ADMINISTRATION		$400,631	$610,910	**$723,778**	$765,550	18.48%

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PUBLIC SAFETY
SPEED CAMERAS

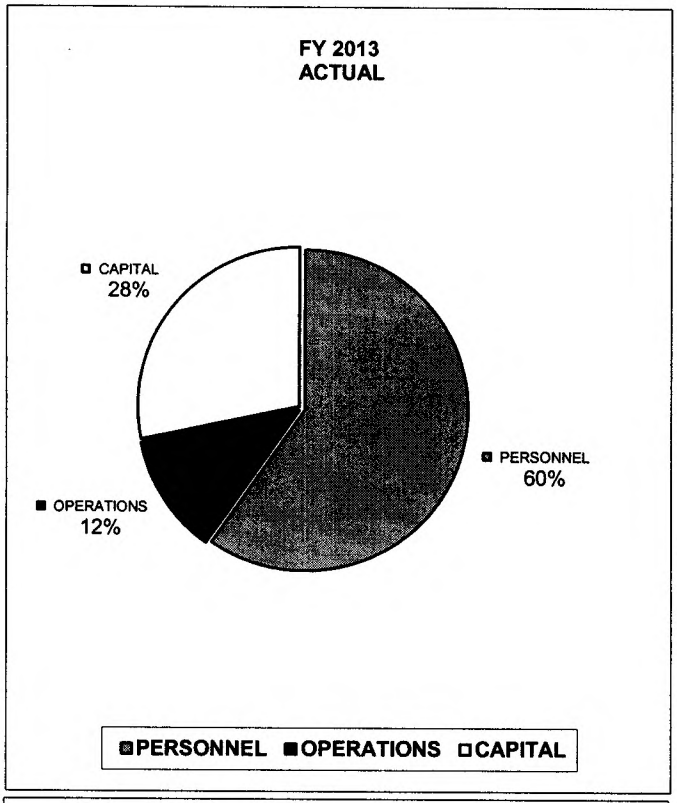
MISSION STATEMENT: To protect students attending the City's five(5) schools by enforcing speed limits in school zones with portable speed cameras, in accordance with Chapter 500(Senate Bill 277) effective October 1, 2009.

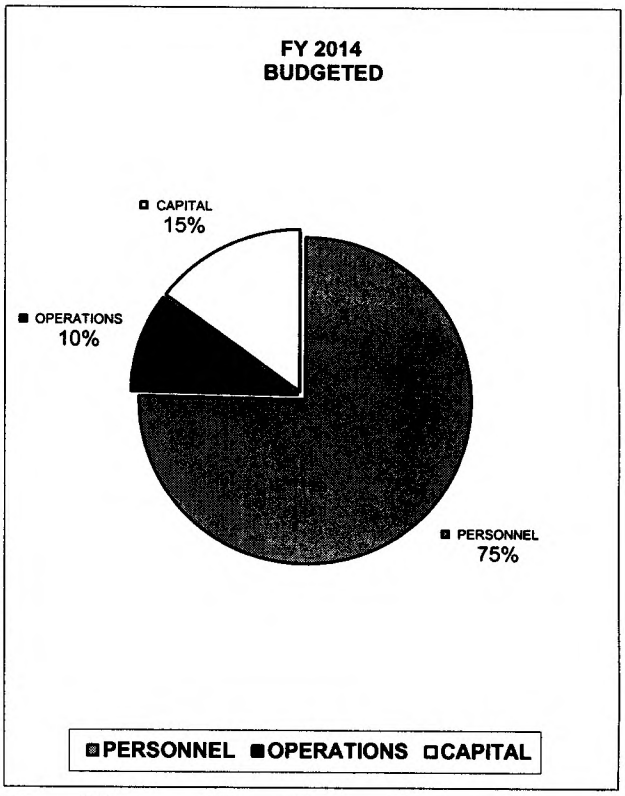
PROGRAM GOALS:

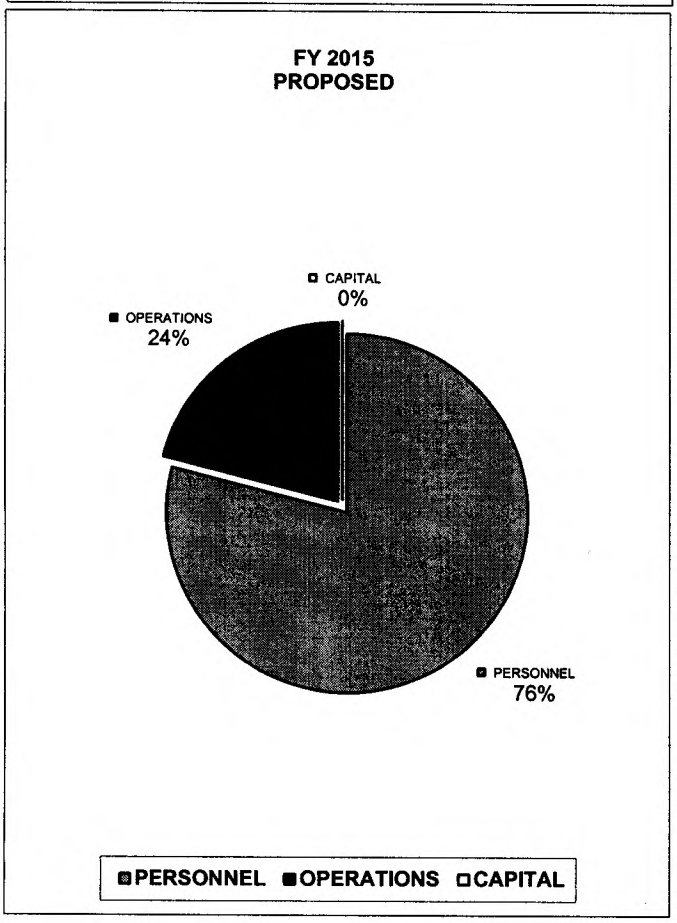
1. To protect and ensure the safety of school children who attend city schools through traffic control in and around the schools.

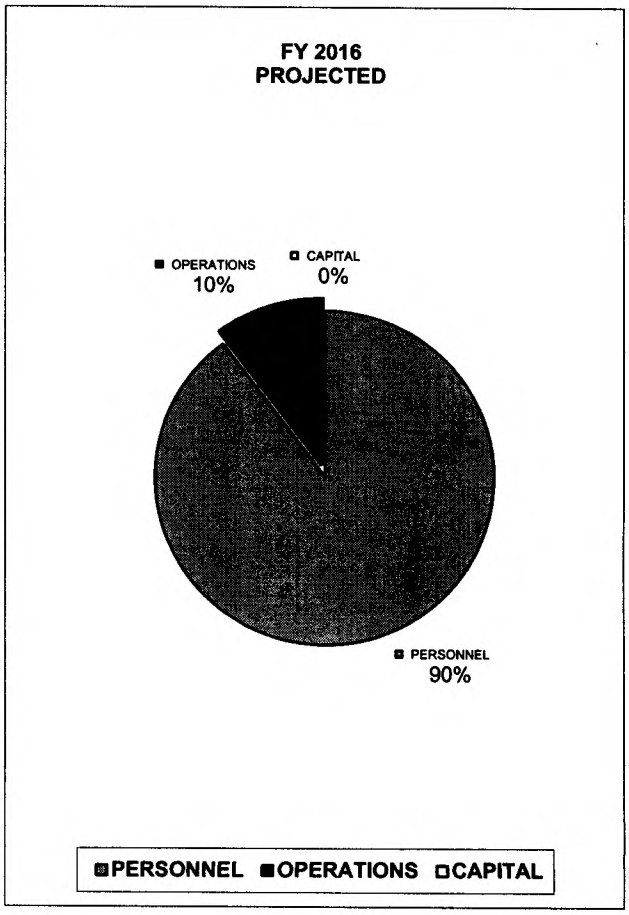
2. To reduce speeding in school zones by enforcing the speed limit laws in the school zones throughout the city in a through and efficient manner.

PUBLIC SAFETY POLICE -SPEED CAMERAS









NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS

PERSONNEL EXPENSES

Public Safety - Police Speed Cameras

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, dental and life insurance for employees.

01-3030-47000 **Worker's Compensation:** Provides care for employees injured on the job.

01-3030-48000 **Retirement / Pension:** An employee benefit.

F.Y. 2015 CURRENT EXPENSE BUDGET

EXPENDITURE BY OBJECT AND PROGRAM CLASSIFICATION

FUNCTION - PUBLIC SAFETY

ACTIVITY - POLICE SPEED CAMERAS

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 BUDGETED	FY 2015 PROPOSED	FY 2016 PROJECTED	FY 2015 CHANGE
	PERSONNEL EXPENSES					
01-3030-45400	Employee Services	$238,928	$144,242	**$49,040**	$50,511	-66.00%
01-3030-45650	Overtime - Police Officers	6,236	7,600	**1,000**	1,200	-86.84%
01-3030-46300	F.I.C.A.	18,132	11,616	**3,828**	3,956	-67.04%
01-3030-46500	Health & Life Insurance	34,838	26,250	**18,000**	22,000	-31.43%
01-3030-47000	Workman Compensation	17,225	9,246	**1,333**	1,520	-85.58%
01-3030-48000	Retirement / Pension	20,168	13,208	**4,606**	7,100	-65.13%
	Total Personnel Expenses	$335,527	$212,162	**$77,807**	$86,287	-63.33%

POSITIONS

Full-Time				
Police Captain	1	1	0	1
Police Officers (C.P.L)	0	0	**1**	1
Police Officers	2	2	**0**	0
Administrative Asst.	1	1	**0**	1
Part-Time				
Accounting Clerk	1	1	**0**	0
Administrative Asst.	1	1	**0**	0
Total Police Service Positions	6	6	**1**	3

NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS

OPERATING EXPENSES

Public Safety - Police Speed Cameras

01-3030-50200 **Computer & IT Support:** Professional and technical assistance for the City's police main computer system and the networking of the computer for the speed camera system.

01-3030-50325 **Consulting Services:** Professional consulting fee paid to discuss concerns regarding police department internal control.

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 machine, typewriter, etc.

01-3030-52130 **Vehicle Operation & Maintenance**: Maintenance, operation, painting, repair, parts such as tires, batteries and labor for police department vehicles.

01-3030-52140 **Vehicle Gasoline Use:** Gasoline, diesel, and oil cost incurred.

01-3030-52520 **Office Supplies & Printing:** Stationery, miscellaneous office supplies and materials necessary for the operations of the Police Speed Cameras Department.

01-3030-52530 **Field Supplies:** Traffic supplies such as cones, vests, flares, fire extinguishers and first aid kits.

01-3030-53140 **Weapons:** Costs of weapons such as long guns, hand guns, rifles, and tasers.

01-3030-53510 **Dues & Subscriptions:** Membership in various associations that can enhance the police force skills.

01-3030-53520 **Employee Training:** Job related training seminars to develop staff capabilities, including computer training.

01-3030-53540 **Travel & Meetings:** Expenses incurred by employees while on official City business, including court attendance expenses, mileage, parking, tolls and accommodations, etc.

01-3030-53550 **Employee Substance Testing & Physicals:** Provides for random testing to detect substance abuse and pre-employment physicals.

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.

01-3030-54020 **Cell Phones:** Monthly expenses incurred in the use of cell phones including long distance calls.

F.Y. 2015 CURRENT EXPENSE BUDGET

EXPENDITURE BY OBJECT AND PROGRAM CLASSIFICATION

FUNCTION - PUBLIC SAFETY

ACTIVITY - POLICE SPEED CAMERAS

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 BUDGETED	FY 2015 PROPOSED	FY 2016 PROJECTED	FY 2015 CHANGE
	OPERATING EXPENSES					
01-3030-50200	Computer & IT Support	$3,795	$4,500	**$2,500**	$4,500	-44.44%
01-3030-50325	Consulting Services	0	0	**5,000**	0	100.00%
01-3030-50700	General Liability Insurance	18780	0	**0**	0	0.00%
01-3030-50710	Auto Insurance	19270	0	**0**	0	0.00%
01-3030-50720	Public Officials Liability & Bonding	2500	2,500	**2,500**	2,500	0.00%
01-3030-52110	Office Equipment Maint. & Repair	343	0	**0**	0	0.00%
01-3030-52130	Vehicle Operation & Maintenance	3,803	0	**500**	0	100.00%
01-3030-52140	Vehicle Gasoline Use	11,361	10,250	**5,000**	0	-51.22%
01-3030-52520	Office Supplies & Printing	800	0	**500**	0	100.00%
01-3030-52530	Field Supplies	379	0	**1,000**	0	100.00%
01-3030-53140	Weapons	0	0	**0**	0	0.00%
01-3030-53510	Dues & Subscriptions	545	0	**0**	0	0.00%
01-3030-53520	Employee Training	0	0	**0**	0	0.00%
01-3030-53540	Travel & Meetings	0	0	**0**	0	0.00%
01-3030-53550	Employee Substance Testing & Physicals	240	500	**500**	750	0.00%
01-3030-53570	Uniforms	100	4,500	**800**	600	-82.22%
01-3030-54010	Telephones	1,854	1,750	**1,200**	800	-31.43%
01-3030-54020	Cell Phones	3,554	3,600	**1,200**	700	-66.67%
	Total Operating Expenses	$67,324	$27,600	**$20,700**	$9,850	-25.00%

NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS

CAPITAL EXPENSES

Public Safety - Police Speed Cameras

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 vehicles 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.

01-3030-58100 **Computers & Software:** Purchase of new computers and software upgrade of the police department.

F.Y. 2015 CURRENT EXPENSE BUDGET

EXPENDITURE BY OBJECT AND PROGRAM CLASSIFICATION

FUNCTION - PUBLIC SAFETY

ACTIVITY - POLICE SPEED CAMERAS

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 BUDGETED	FY 2015 PROPOSED	FY 2016 PROJECTED	FY 2015 CHANGE
	CAPITAL OUTLAY					
01-3030-57010	Building Security System	$25,071	$30,000	**$0**	$0	-100.00%
01-3030-57100	Vehicles	112,028	0	**0**	0	0.00%
01-3030-57360	Vehicle Equipment	19,753	0	**0**	0	0.00%
01-3030-57370	Motorola Vehicel Radios	1,859	0	**0**	0	0.00%
01-3030-57380	Defibrillators	0	12,000	**0**	0	-100.00%
01-3030-58100	Computers & Software	0	0	**0**	0	0.00%
	Total Capital Expenses	$158,711	$42,000	**$0**	$0	-100.00%
TOTAL POLICE SPECIAL OPERATION		$561,562	$281,762	**$98,507**	$96,137	-65.04%

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PUBLIC SAFETY
POLICE PATROL SERVICE

MISSION STATEMENT: To protect and serve the residents and businesses of the City of New Carrollton by enforcing laws that control the wide range of crimes within the community; to provide a safe environment and quality of life consistent with the values of the community.

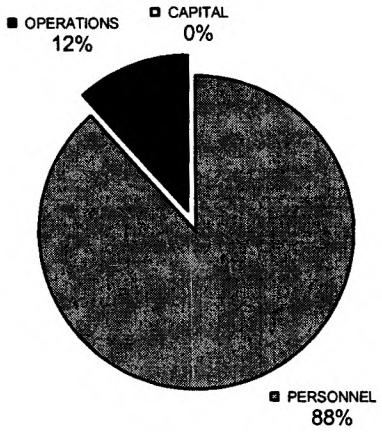
PROGRAM GOALS:

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.

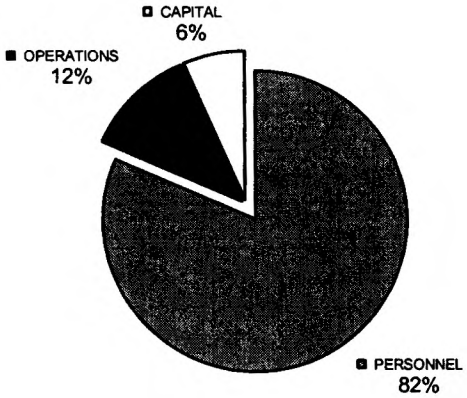
PUBLIC SAFETY POLICE -PATROL SERVICE

FY 2013
ACTUAL



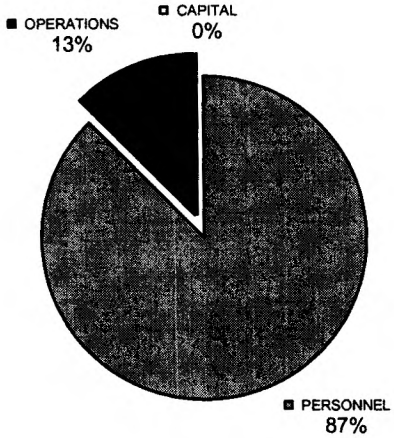
PERSONNEL OPERATIONS CAPITAL

FY 2014
BUDGETED



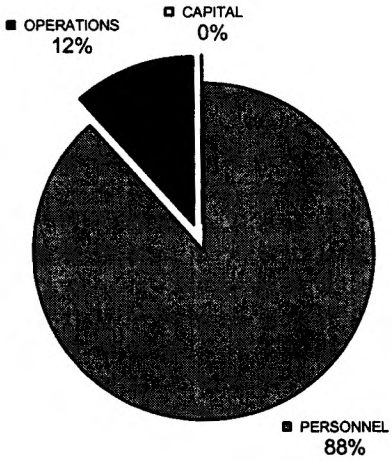
PERSONNEL OPERATIONS CAPITAL

FY 2015
PROPOSED



PERSONNEL OPERATIONS CAPITAL

FY 2016
PROJECTED



PERSONNEL OPERATIONS CAPITAL

NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS

PERSONNEL EXPENSES

Public Safety - Police Patrol

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 available for work performed beyond the regular work week for Police Officers.

01-3040-45660 **Overtime-450 Annapolis Corridor:** As part of annexation of 450 Annapolis Road, fund is appropriated to pay overtime police officers.

01-3040-45680 **Court Appearance - Overtime:** Funds available for appearing before the court beyond the regular working hours.

01-3040-46120 **School Bus Grant:** Grant available to pay and protect the safety of school children.

01-3040-46130 **Crime Control & Prevention Grant:** Grant available to prevent the driving under the influence of drug and alcohol.

01-3040-46300 **F.I.C.A.:** Federal Insurance Contribution Act.

01-3040-46500 **Health & Life Insurance:** Provides group health, dental and life insurance for employees.

01-3040-47000 **Worker's Compensation:** Provides care for employees injured on the job.

01-3040-48000 **Retirement / Pension:** An employee benefit.

F.Y. 2015 CURRENT EXPENSE BUDGET

EXPENDITURE BY OBJECT AND PROGRAM CLASSIFICATION

FUNCTION - PUBLIC SAFETY

ACTIVITY - POLICE PATROL

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 BUDGETED	FY 2015 PROPOSED	FY 2016 PROJECTED	FY 2015 CHANGE
	PERSONNEL EXPENSES					
01-3040-45400	Employee Services	$532,746	$690,441	**$754,430**	$777,063	9.27%
01-3040-45410	Employee Services-State Grant	44,266	45,170	**0**	0	-100.00%
01-3040-45650	Overtime - Police Officers	28,253	26,250	**26,250**	32,500	0.00%
01-3040-45660	Overtime - 450 Annapolis Corridor	13,684	0	**0**	0	0.00%
01-3040-45680	Court Appearance - Overtime	4,596	10,000	**10,000**	8,500	0.00%
01-3040-46120	School Bus Grant	3,700	4,000	**4,000**	4,000	0.00%
01-3040-46130	Crime Control Prevention Grant	4,586	6,500	**6,000**	10,000	-7.69%
01-3040-46300	F.I.C.A.	48,487	59,353	**61,252**	62,582	3.20%
01-3040-46500	Health & Life Insurance	73,183	109,900	**155,000**	165,000	41.04%
01-3040-47000	Worker's Compensation	62,303	100,862	**104,765**	123,484	3.87%
01-3040-48000	Retirement / Pension	54,041	70,311	**78,972**	94,650	12.32%
	Total Personnel Expenses	$869,845	$1,122,787	**$1,200,669**	$1,277,778	6.94%

POSITIONS

Full-Time					
Police Lieutenant		1	2	**2**	2
Police Sergeant		2	4	**4**	4
Police Corporal		3	1	**4**	4
Private First Class Officers		2	5	**3**	3
Police Officers		4	2	**3**	3
Total Police Service Positions		12	14	**16**	16

NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS

OPERATING EXPENSES

Public Safety - Police Patrol

01-3040-52130	**Vehicle Operation & Maintenance:** Maintenance, operation, painting, repair, parts such as tires, batteries and labor for police department vehicles.
01-3040-52140	**Vehicle Gasoline Use:** Gasoline, diesel, and oil cost incurred for police vehicles.
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.
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, including computer training.
01-3040-53540	**Travel & Meetings:** Expenses incurred by employees while on official City business, including court attendance expenses, mileage, parking, tolls and accommodations, etc.
01-3040-53550	**Employee Substance Testing & Physicals:** Provides for random testing to detect substance abuse and pre-employment physicals.
01-3040-53570	**Uniforms:** Costs of uniform items necessary during the discharge of duties.
01-3040-54010	**Telephones:** Monthly expenses incurred in the use of office telephones including long distance calls.
01-3040-54020	**Cell Phones:** Monthly expenses incurred in the use of cell phones including long distance calls.
01-3040-54550	**Miscellaneous:** Expenditures that can not be logically classified under other categories.

F.Y. 2015 CURRENT EXPENSE BUDGET

EXPENDITURE BY OBJECT AND PROGRAM CLASSIFICATION

FUNCTION - PUBLIC SAFETY

ACTIVITY - POLICE PATROL

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 BUDGETED	FY 2015 PROPOSED	FY 2016 PROJECTED	FY 2015 CHANGE
	OPERATING EXPENSES					
01-3040-52130	Vehicle Operation & Maintenance	$24,436	$23,000	**$23,000**	$23,500	0.00%
01-3040-52140	Vehicle Gasoline Use	29,896	50,000	**50,000**	52,500	0.00%
01-3040-52520	Office Supplies & Printing	5,505	6,500	**6,500**	7,000	0.00%
01-3040-52530	Field Supplies	16,020	8,500	**8,500**	8,500	0.00%
01-3040-53130	Small Equipment	1,949	4,000	**4,000**	3,500	0.00%
01-3040-53140	Weapons	5,340	9,500	**9,500**	4,500	0.00%
01-3040-53180	Car to Car Radios	0	2,500	**3,500**	3,500	40.00%
01-3040-53520	Employee Training	4,627	15,500	**15,500**	15,000	0.00%
01-3040-53540	Travel & Meetings	1,129	3,500	**3,500**	4,500	0.00%
01-3040-53550	Employee Substance Testing & Physicals	2,974	5,000	**7,500**	7,500	50.00%
01-3040-53570	Uniforms	3,849	17,000	**17,000**	16,500	0.00%
01-3040-54010	Telephones	2,027	2,500	**2,800**	2,500	12.00%
01-3040-54020	Cell Phones	15,028	12,750	**16,500**	13,500	29.41%
01-3040-54550	Miscellaneous	1,155	2,500	**2,500**	2,500	0.00%
	Total Operating Expenses	$113,935	$162,750	**$170,300**	$165,000	4.64%

NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS

CAPITAL EXPENSES

Public Safety - Police Patrol

01-3040-57100 **Vehicles - Car:** Purchase of one car 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.

01-3040-58540 **Safe Routes to School Grant:** A grant received from the State of Maryland to maintain and to repair side-walk and street near the school.

F.Y. 2015 CURRENT EXPENSE BUDGET

EXPENDITURE BY OBJECT AND PROGRAM CLASSIFICATION

FUNCTION - PUBLIC SAFETY

ACTIVITY - POLICE PATROL

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 BUDGETED	FY 2015 PROPOSED	FY 2016 PROJECTED	FY 2015 CHANGE
	CAPITAL OUTLAY					
01-3040-57100	Vehicles - Car	$0	$25,000	**$0**	$0	-100.00%
01-3040-57360	Vehicle Equipment	0	5,000	**0**	0	-100.00%
01-3040-58100	Computers	0	25,431	**0**	0	-100.00%
01-3040-58110	Police Body Cameras & Scanners	0	12,000	**0**	0	-100.00%
01-3040-58150	Police Radars & Radios	0	22,500	**0**	0	-100.00%
01-3040-58540	Safe Routes to School Grant	0	0	**0**	0	0.00%
	Total Capital Expenses	$0	$89,931	**$0**	$0	-100.00%
TOTAL POLICE PATROL SERVICE		$983,780	$1,375,468	**$1,370,969**	$1,442,778	-0.33%

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PUBLIC SAFETY
PARKING AND ANIMAL CONTROL ENFORCEMENT

MISSION STATEMENT- Parking Enforcement: To eliminate parking violations within the City of New Carrollton by enforcing laws that controls the wide range of infractions within the community; to provide a safe environment and quality of life consistent with the values of the community.

PROGRAM GOALS:

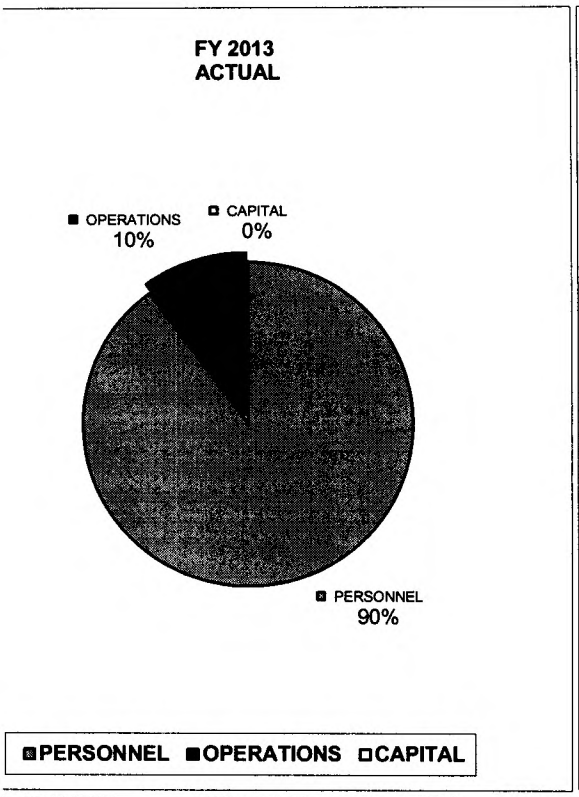
1. To enforce parking codes and ordinances of the City of New Carrollton, Prince George's County and the State of Maryland in a thorough and efficient manner.

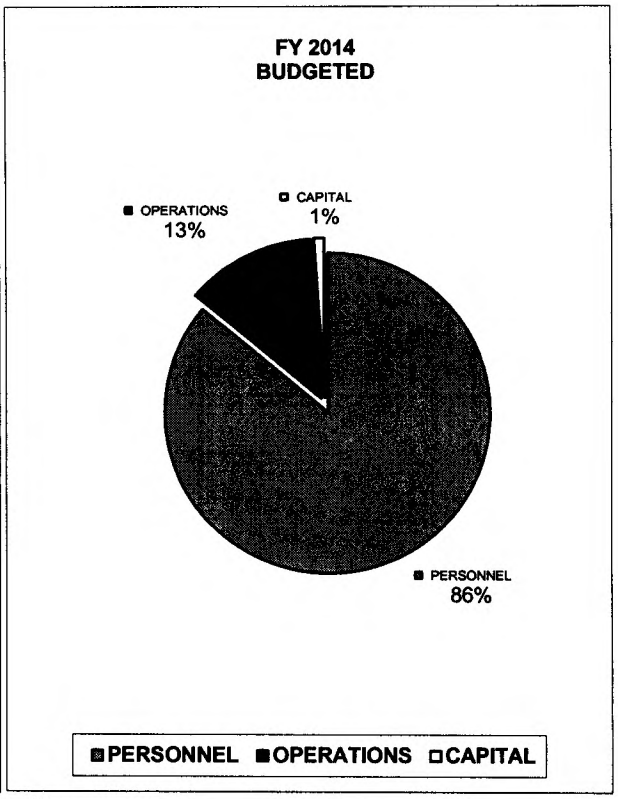
MISSION STATEMENT- Animal control: Enforce city animal control ordinance by patrolling assigned areas; capture and impound dead, sick, injured, stray or trapped domestic and non-domestic animals. Respond to and investigate complaints from public regarding animals.

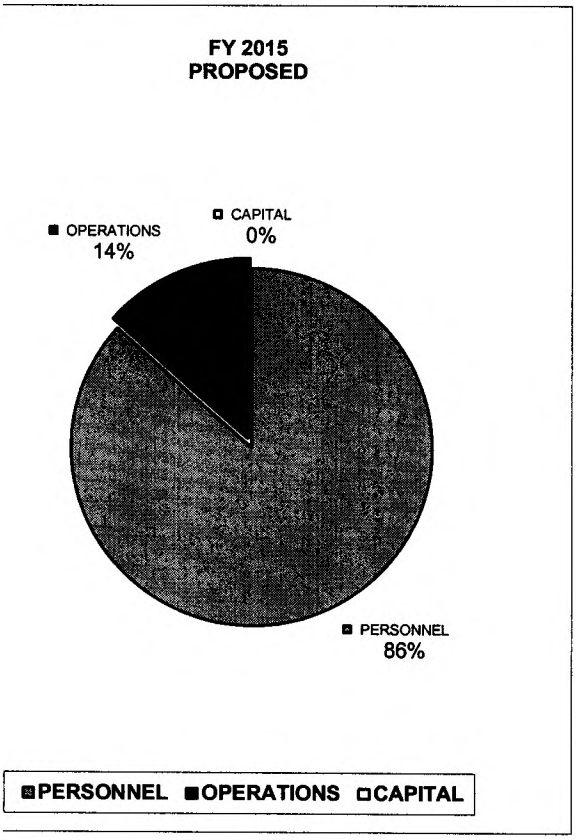
PROGRAM GOALS:

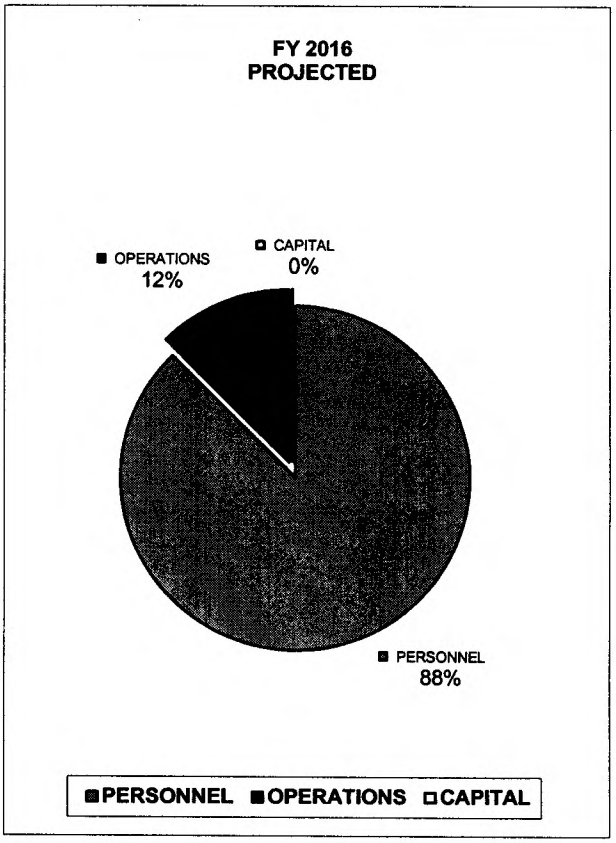
Enforce animal control ordinance to assure the safety, and health of citizens and animals in the city.

PUBLIC SAFETY-PARKING & ANIMAL CONTROL ENFORCEMENT









NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS

PERSONNEL EXPENSES

Public Safety - Parking & Animal Control Enforcement

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, dental and life insurance for employees.

01-3050-47000 **Worker's Compensation:** Provides care for employees injured on the job.

01-3050-48000 **Retirement / Pension:** An employee benefit.

F.Y. 2015 CURRENT EXPENSE BUDGET

EXPENDITURE BY OBJECT AND PROGRAM CLASSIFICATION

FUNCTION - PUBLIC SAFETY

ACTIVITY - PARKING & ANIMAL CONTROL ENFORCEMENT

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 BUDGETED	FY 2015 PROPOSED	FY 2016 PROJECTED	FY 2015 CHANGE
	PERSONNEL EXPENSES					
01-3050-45400	Employee Services	$120,053	$133,618	**$133,620**	$136,961	0.00%
01-3050-45650	Overtime	99	1,200	**1,200**	1,200	0.00%
01-3050-46300	F.I.C.A.	8,585	10,314	**10,314**	10,477	0.00%
01-3050-46500	Health & Life Insurance	26,670	32,800	**44,300**	46,500	35.06%
01-3050-47000	Worker's Compensation	7,696	17,526	**17,864**	18,700	1.93%
01-3050-48000	Retirement / Pension	11,146	12,462	**13,708**	13,900	10.00%
	Total Personnel Expenses	$174,249	$207,920	**$221,005**	$227,737	6.29%

POSITIONS

Full-Time				
Parking Enf. Officer	0	2	**2**	2
Animal Control Officer	0	1	**1**	1
Part Time				
	0	0	**0**	0
Total Police Service Positions	0	3	**3**	3

NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS

OPERATING EXPENSES

Public Safety - Parking & Animal Control Enforcement

01-3050-52130 **Vehicle Operation & Maintenance**: Maintenance, operation, painting, repair, parts such as tires, batteries and labor for parking enforcement department vehicles.

01-3050-52140 **Vehicle Gasoline Use:** Gasoline, diesel, and oil cost incurred for police vehicles.

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.

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.

01-3050-54020 **Cell Phones:** Monthly expenses incurred in the use of cell phones including long distance calls.

F.Y. 2015 CURRENT EXPENSE BUDGET

EXPENDITURE BY OBJECT AND PROGRAM CLASSIFICATION

FUNCTION - PUBLIC SAFETY

ACTIVITY - PARKING & ANIMAL CONTROL ENFORCEMENT

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 BUDGETED	FY 2015 PROPOSED	FY 2016 PROJECTED	FY 2015 CHANGE
	OPERATING EXPENSES					
01-3050-52130	Vehicle Operation & Maintenance	$5,475	$5,250	**$5,100**	$6,400	-2.86%
01-3050-52140	Vehicle Gasoline Use	7,453	12,500	**12,500**	12,500	0.00%
01-3050-52520	Office Supplies & Printing	2,798	2,000	**3,500**	2,500	75.00%
01-3050-52530	Field Supplies	345	4,200	**4,200**	2,350	0.00%
01-3050-53520	Employee Training	20	1,000	**1,000**	1,000	0.00%
01-3050-53550	Employee Substance Testing & Physicals	250	500	**500**	600	0.00%
01-3050-53570	Uniforms	700	2,000	**3,500**	2,500	75.00%
01-3050-54010	Telephones	747	750	**750**	800	0.00%
01-3050-54020	Cell Phones	1,913	2,950	**2,950**	2,350	0.00%
	Total Operating Expenses	$19,701	$31,150	**$34,000**	$31,000	9.15%

FY 2015

NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS

CAPITAL EXPENSES

Public Safety - Parking & Animal Control Enforcement

01-3050-57100 **Vehicles:** Purchase of one car for the parking enforcement officer.

01-3050-57360 **Vehicle Equipment:** Purchase of equipment for the parking enforcement car.

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

F.Y. 2015 CURRENT EXPENSE BUDGET

EXPENDITURE BY OBJECT AND PROGRAM CLASSIFICATION

FUNCTION - PUBLIC SAFETY

ACTIVITY - PARKING & ANIMAL CONTROL ENFORCEMENT

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 BUDGETED	FY 2015 PROPOSED	FY 2016 PROJECTED	FY 2015 CHANGE
	CAPITAL OUTLAY					
01-3050-57100	Vehicles	$0	$0	**$0**	$0	0.00%
01-3050-57360	Vehicle Equipment	0	0	**0**	0	0.00%
01-3050-58100	Computers	0	2,500	**0**	0	-100.00%
	Total Capital Expenses	$0	$2,500	**$0**	$0	-100.00%
TOTAL PARKING & ANIMAL CONTROL ENFORCEMENT		$193,950	$241,570	**$255,005**	$258,737	5.56%
TOTAL POLICE DEPARTMENT		$2,139,923	$2,509,710	$2,448,259	$2,563,202	-2.45%

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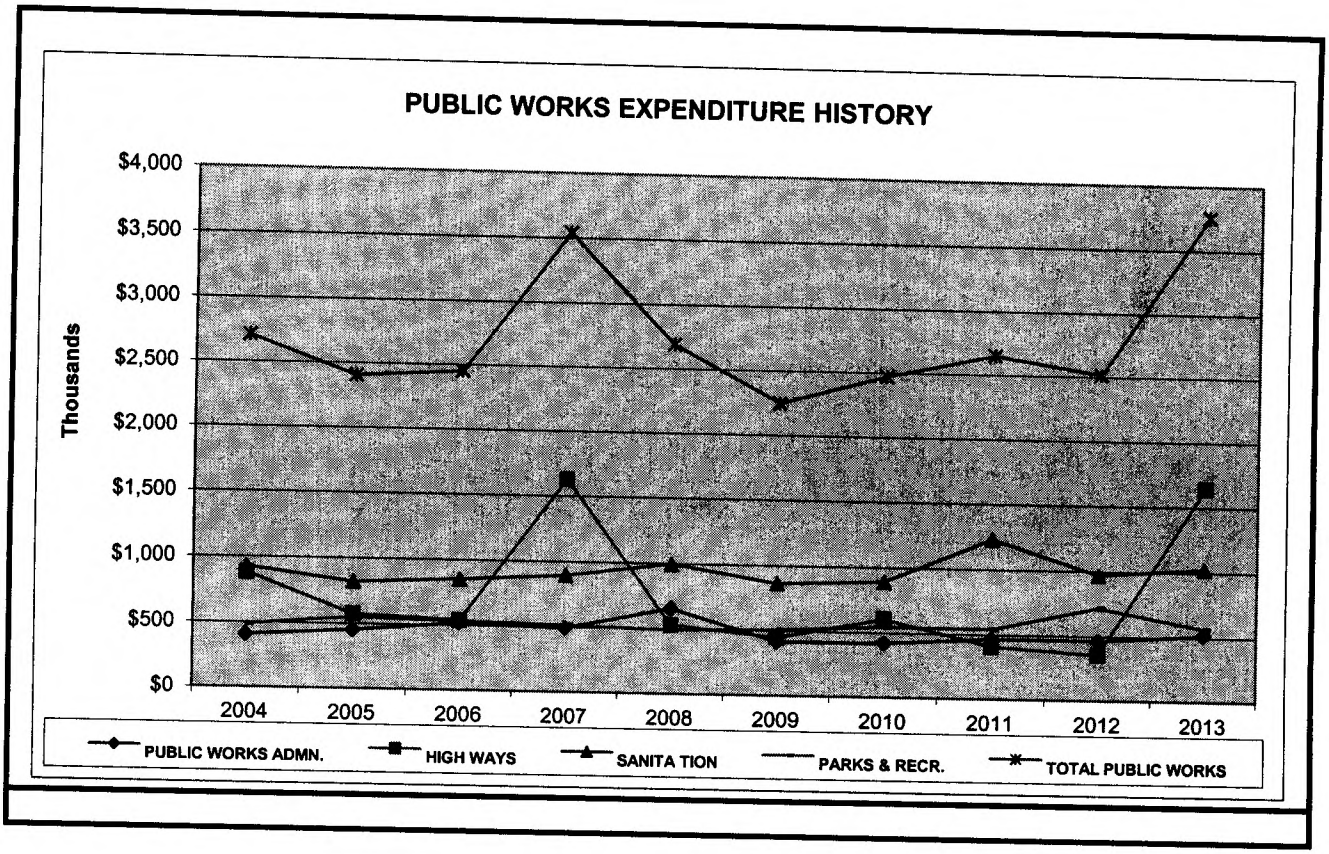
PUBLIC WORKS:

DEPARTMENTAL

EXPENDITURES

The Public Works Department provides collection of solid waste and recyclables for all single family homes. In addition, the department provides maintenance for City streets and City parks, and maintains all City vehicles and utility equipment.



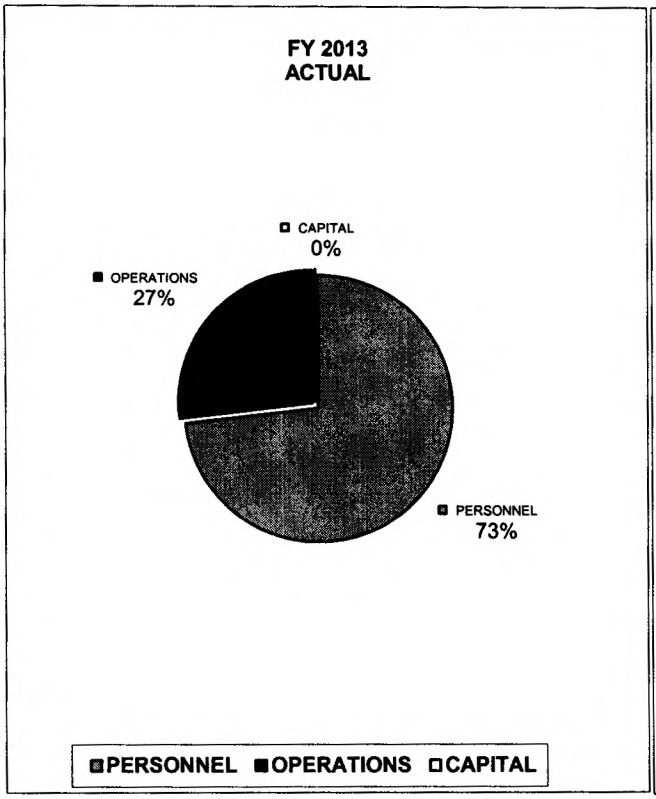
PUBLIC WORKS ADMINISTRATION
GENERAL MANAGEMENT:

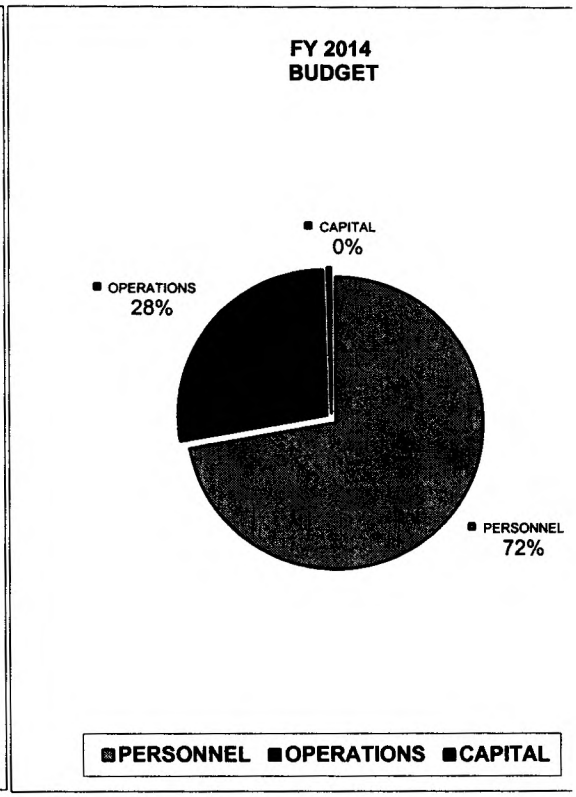
MISSION STATEMENT: To plan, manage and administer all activities in the department to effect the most efficient and economical operation in all functions the department performs. This includes: maintaining records on personnel, equipment, and work volumes; responding to citizen concerns in a timely manner; 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.

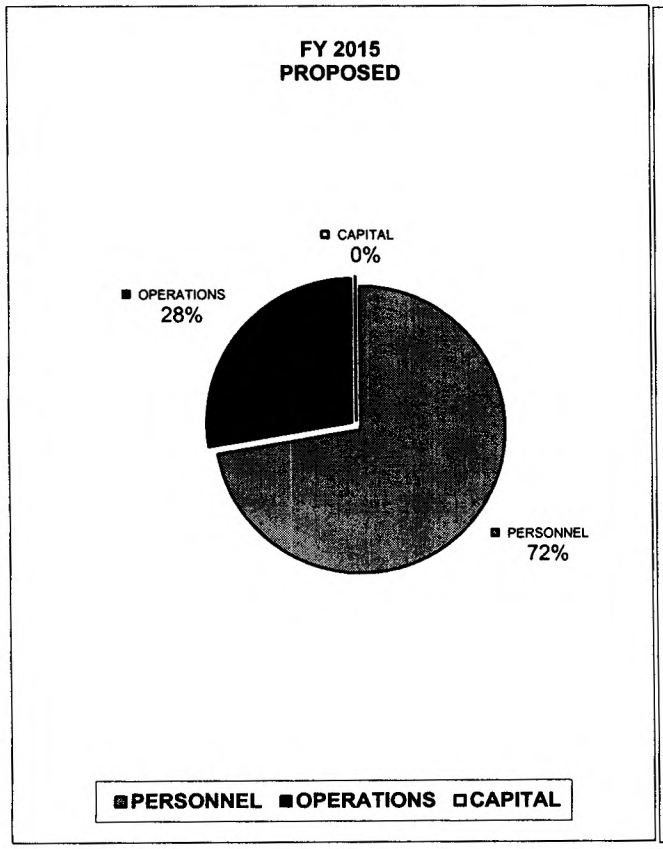
PROGRAM GOALS:

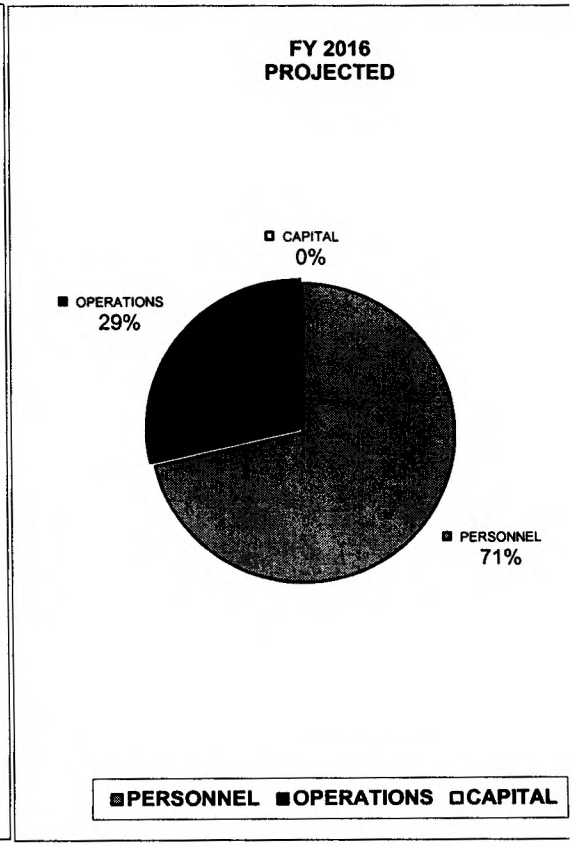
1. Continue improving automated records management.
2. Continue with an intense preventative maintenance program.

PUBLIC WORKS - ADMINISTRATION









NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS

PERSONNEL EXPENSES

Public Works Department

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 life insurance for employees.

01-3510-47000 **Worker's Compensation:** Provides care for employees injured on the job.

01-3510-48000 **Retirement / Pension:** An employee benefit.

F.Y. 2015 CURRENT EXPENSE BUDGET

EXPENDITURE BY OBJECT AND PROGRAM CLASSIFICATION

FUNCTION - PUBLIC WORKS

ACTIVITY - ADMINISTRATION

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 BUDGETED	FY 2015 PROPOSED	FY 2016 PROJECTED	FY 2015 CHANGE
	PERSONNEL EXPENSES					
01-3510-45300	P.W. Director	$77,693	$83,126	**$80,018**	$84,019	-3.74%
01-3510-45400	Employee Services	192,737	240,037	**239,320**	245,303	-0.30%
01-3510-45650	Overtime	7,517	4,500	**4,500**	3,500	0.00%
01-3510-46300	F.I.C.A.	21,157	25,066	**24,774**	25,461	-1.17%
01-3510-46500	Health & Life Insurance	38,184	45,600	**69,200**	74,300	51.75%
01-3510-47000	Worker's Compensation	14,124	20,971	**20,694**	24,850	-1.32%
01-3510-48000	Retirement / Pension	27,346	30,046	**32,630**	33,780	8.60%
	Total Personnel Expenses	$378,758	$449,346	**$471,136**	$491,213	4.85%

POSITIONS

Full-Time

Public Works Director	1	1	**1**	1
Assistant Director	1	1	**1**	1
Senior Mechanic	1	1	**1**	1
Mechanic	1	1	**1**	1
Adm. Assistant	1	1	**1**	1
Custodian	1	1	**1**	1
Total P.W. Administration Positions	6	6	**6**	6

NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS

OPERATING EXPENSES - ADMINISTRATION

Public Works Department

01-3510-50700 **General Liability Insurance:** General Insurance mainly covers the City's buildings and 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 typewriter, etc.

01-3510-52130 **Vehicle Operation & Maintenance**: Maintenance, operation, painting, repair, parts such as tires, batteries and labor for public works administration vehicles.

01-3510-52140 **Vehicle Gasoline Use:** Gasoline, diesel, and oil cost incurred for Administration 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.

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 including computer training for Excel and Word.

OPERATING EXPENSES

Public Works Administration (Continued)

01-3510-53540 **Travel & Meetings:** Expenses incurred by employees while on official City business, including attendance at meetings, seminars, mileage, parking, tolls and accommodations, etc.

01-3510-53550 **Employee Substance Testing & Physicals:** Provides for random testing to detect substance abuse and pre-employment physicals.

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 including long distance calls.

01-3510-54020 **Cell Phones:** Monthly expenses incurred in the use of cell phones including long distance calls.

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 can not be logically classified under other categories.

F.Y. 2015 CURRENT EXPENSE BUDGET

EXPENDITURE BY OBJECT AND PROGRAM CLASSIFICATION

FUNCTION - PUBLIC WORKS

ACTIVITY - ADMINISTRATION

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 BUDGETED	FY 2015 PROPOSED	FY 2016 PROJECTED	FY 2015 CHANGE
	OPERATING EXPENSES					
01-3510-50700	General Liability Insurance	$6,500	$7,500	**$7,500**	$8,000	0.00%
01-3510-50710	Auto Insurance	27749	29,000	**29,000**	32,000	0.00%
01-3510-50750	Equipment Maint. Contracts	7,448	10,500	**10,500**	10,500	0.00%
01-3510-51000	Preventive Vehicle Repair & Maint. Contract	23,447	30,000	**30,000**	30,000	0.00%
01-3510-52100	Building Maintenance & Repair	6,298	10,500	**12,500**	12,500	19.05%
01-3510-52110	Office Equipment Maint. & Repair	1,569	2,500	**2,500**	2,500	0.00%
01-3510-52130	Vehicle Operation & Maintenance	7,265	4,300	**10,000**	10,000	132.56%
01-3510-52140	Vehicle Gasoline Use	4,899	5,500	**7,500**	6,500	36.36%
01-3510-52500	Computer Supplies	1,563	2,000	**2,000**	2,000	0.00%
01-3510-52510	Pantry Supplies	3,985	4,500	**3,000**	3,500	-33.33%
01-3510-52520	Office Supplies & Printing	5,145	5,750	**5,000**	5,500	-13.04%
01-3510-52550	Janitorial Supplies	4,407	4,750	**4,500**	4,750	-5.26%
01-3510-53120	Safety Supplies	1,074	1,950	**2,500**	2,500	28.21%
01-3510-53510	Dues & Subscriptions	993	1,000	**1,000**	1,000	0.00%
01-3510-53520	Employee Training	0	5,250	**5,000**	5,000	-4.76%
01-3510-53540	Travel & Meetings	1,690	1,500	**1,500**	1,500	0.00%
01-3510-53550	Employee Substance Testing & Physicals	399	800	**800**	1,000	0.00%
01-3510-53570	Uniforms	2,934	3,200	**5,000**	5,000	56.25%
01-3510-54010	Telephones	3,337	3,300	**3,300**	3,500	0.00%
01-3510-54020	Cell Phones	4,371	4,750	**4,750**	4,500	0.00%
01-3510-54050	Utility - Electricity	9,288	13,500	**13,500**	14,000	0.00%
01-3510-54060	Utility - Natural Gas	9,292	12,600	**12,600**	12,700	0.00%
01-3510-54070	Utility - Water	4,204	4,750	**4,750**	5,000	0.00%
01-3510-54550	Miscellaneous	1,192	1,500	**1,500**	1,500	0.00%
	Total Operating Expenses	$139,049	$170,900	**$180,200**	$184,950	5.44%

NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS

CAPITAL OUTLAY - ADMINISTRATION

Public Works Department

01-3510-57100 **Vehicles:** Purchase of one pick-up truck for the Public Works Administration.

01-3510-57150 **Utility Truck:** To replace a 1982 Ford utility truck used by the mechanics for road service. To be paid over a five year period.

01-3510-57250 **Vehicle Lift:** Purchase of one vehicle lift to replace the existing one.

01-3510-57400 **Natural Gas Generator:** To purchase and install a new gas generator.

01-3510-58000 **Furniture:** To purchase office furniture.

01-3510-58200 **Heating & Air-Conditioning:** To purchase a new air-conditioning unit.

01-3510-58320 **Fuel Tracking System:** To purchase a new fuel tracking system.

F.Y. 2015 CURRENT EXPENSE BUDGET

EXPENDITURE BY OBJECT AND PROGRAM CLASSIFICATION

FUNCTION - PUBLIC WORKS

ACTIVITY - ADMINISTRATION

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 BUDGETED	FY 2015 PROPOSED	FY 2016 PROJECTED	FY 2015 CHANGE
	CAPITAL OUTLAY					
01-3510-57100	Vehicles	$0	$0	$0	$0	0.00%
01-3510-57150	Utility Truck	0	0	0	0	0.00%
01-3510-57250	Vehicle Lift	0	0	0	0	0.00%
01-3510-57400	Natural Gas Generator	0	0	0	0	0.00%
01-3510-58000	Furniture	0	0	0	0	0.00%
01-3510-58100	Computers	0	2,500	0	0	-100.00%
01-3510-58200	Heating & Air-Condtioning	0	0	0	0	0.00%
01-3510-58320	Fuel Tracking System	0	0	0	0	0.00%
	Total Capital Expenses	$0	$2,500	$0	$0	-100.00%
TOTAL PUBLIC WORKS ADMINISTRATION		$517,807	$622,746	**$651,336**	$676,163	4.59%

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PUBLIC WORKS - HIGHWAYS:
INFRASTRUCTURE MANAGEMENT:

MISSION STATEMENT: The City embarked on a program fifteen years ago 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.

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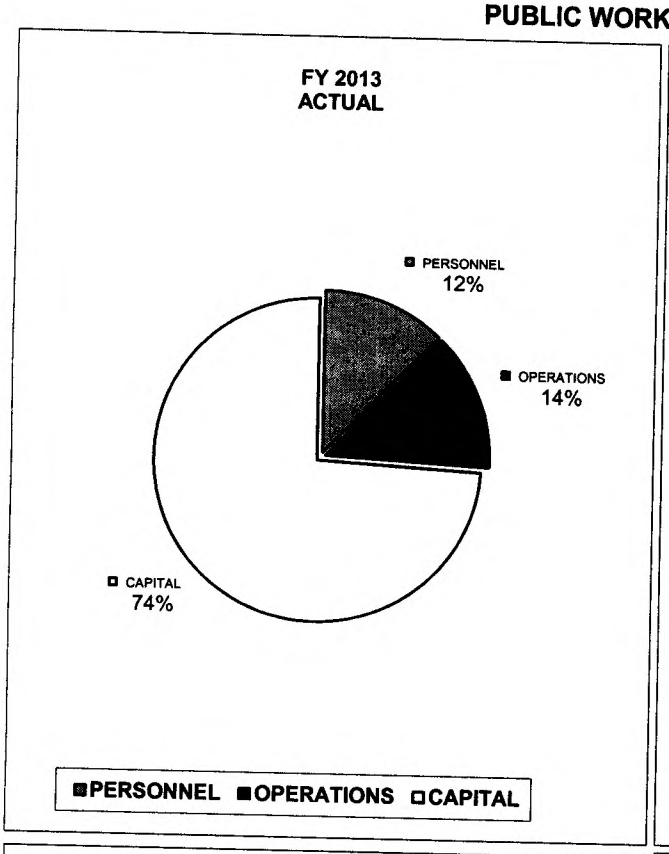

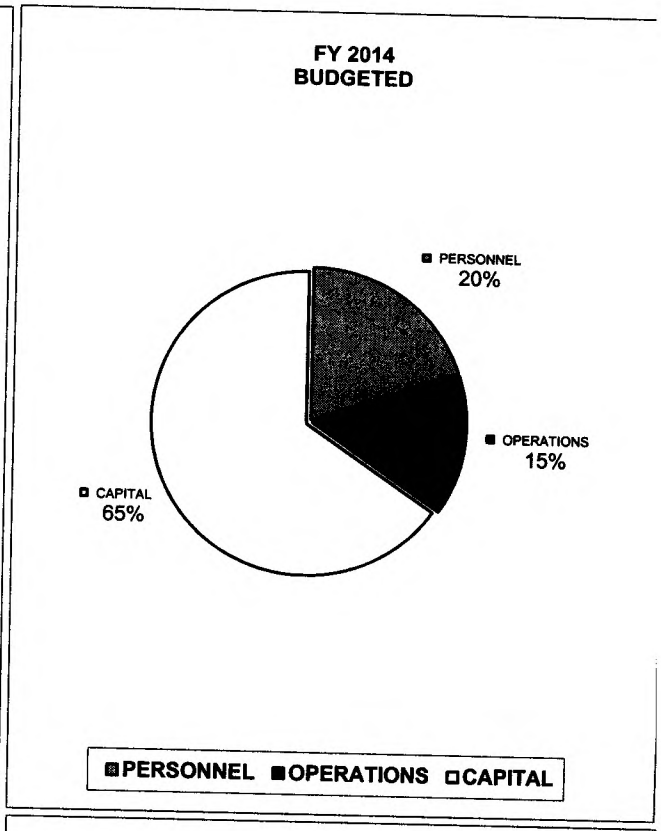

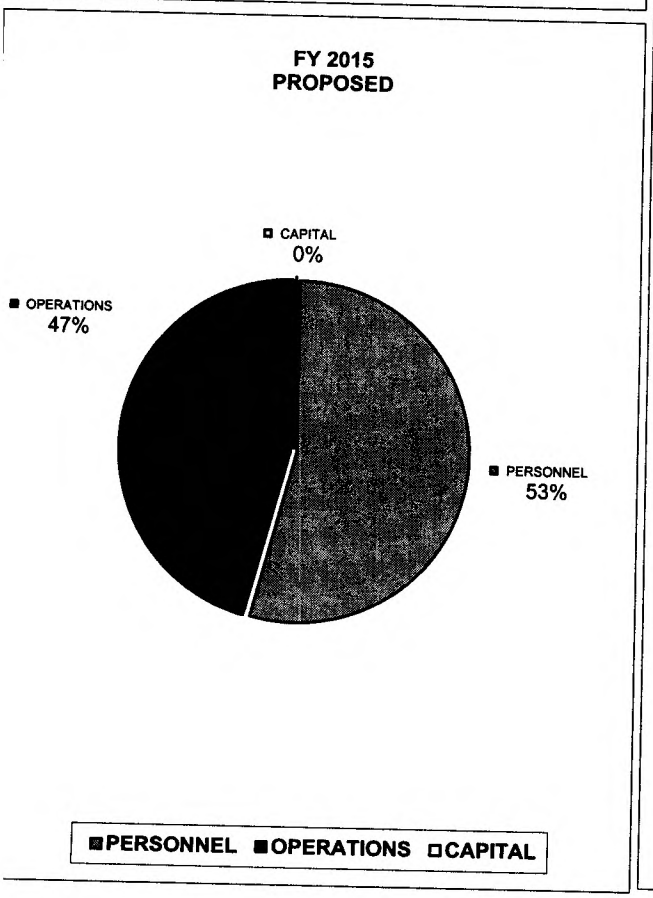

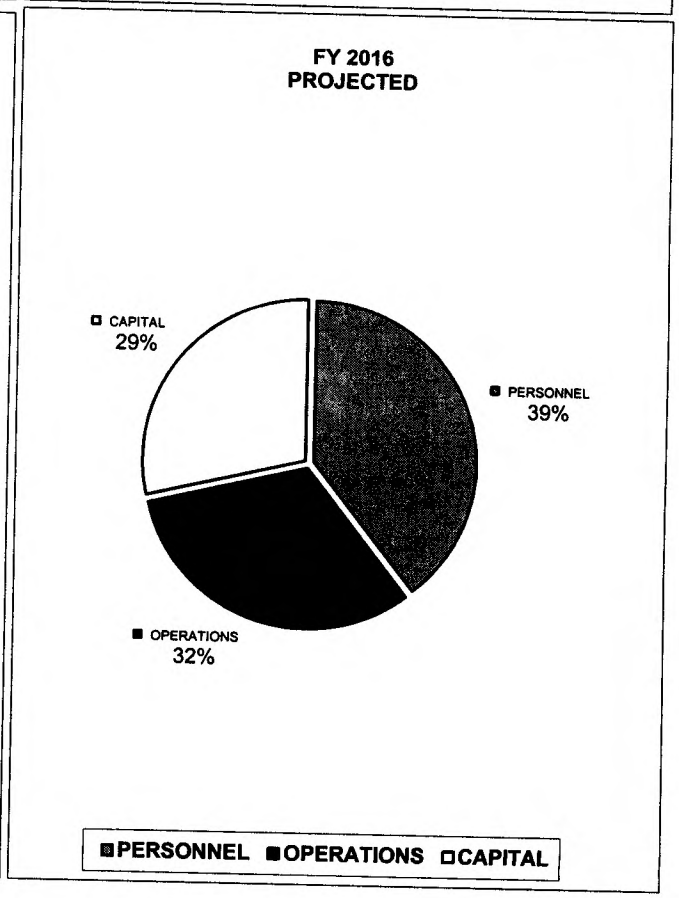

NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS

PERSONNEL EXPENSES - HIGHWAYS

Public Works Department

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, dental and life insurance for employees

01-3610-47000 **Worker's Compensation:** Provides care for employees injured on the job.

01-3610-48000 **Retirement / Pension:** An employee benefit.

F.Y. 2015 CURRENT EXPENSE BUDGET

EXPENDITURE BY OBJECT AND PROGRAM CLASSIFICATION

FUNCTION - PUBLIC WORKS

ACTIVITY - HIGHWAYS

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 BUDGETED	FY 2015 PROPOSED	FY 2016 PROJECTED	FY 2015 CHANGE
	PERSONNEL EXPENSES					
01-3610-45400	Employee Services	$130,998	$191,475	**$161,866**	$166,722	-15.46%
01-3610-45650	Overtime	6,898	4,500	**4,500**	4,500	0.00%
01-3610-45670	Snow Removal O.T.	2,715	15,000	**15,000**	15,600	0.00%
01-3610-46300	F.I.C.A.	10,387	16,140	**13,874**	14,292	-14.04%
01-3610-46500	Health & Life Insurance	28,694	57,500	**62,300**	66,000	8.35%
01-3610-47000	Worker's Compensation	10,477	15,296	**13,149**	15,750	-14.04%
01-3610-48000	Retirement / Pension	10,959	17,898	**16,430**	19,750	-8.20%
	Total Personnel Expenses	$201,128	$317,809	**$287,120**	$302,614	-9.66%

POSITIONS

Full-Time

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

NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS

OPERATING EXPENSES - HIGHWAYS

Public Works Department

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.

01-3610-52140 **Vehicle Gasoline Use:** Gasoline, diesel, and oil cost incurred for highway vehicles.

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.

01-3610-53550 **Employee Substance Testing & Physicals:** Provides for random testing to detect substance abuse and pre-employment physicals.

01-3610-53570 **Uniforms:** Costs associated with the uniform rental and cleaning, rain gear, helmets, shoes, and gloves, etc.

01-3610-54120 **Shared Street Sweeper**: Repair & Maintenance cost of shared sweeper with Four Cities.

F.Y. 2015 CURRENT EXPENSE BUDGET

EXPENDITURE BY OBJECT AND PROGRAM CLASSIFICATION

FUNCTION - PUBLIC WORKS

ACTIVITY - HIGHWAYS

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 BUDGETED	FY 2015 PROPOSED	FY 2016 PROJECTED	FY 2015 CHANGE
	OPERATING EXPENSES					
01-3610-50600	Engineering Services	$0	$1,500	**$1,500**	$1,500	0.00%
01-3610-51110	Landfill Fees	4,500	5,500	**5,500**	5,750	0.00%
01-3610-51210	Street Lighting	96,575	114,000	**114,000**	115,000	0.00%
01-3610-51215	Street Light Improvements	0	1,500	**5,000**	2,000	233.33%
01-3610-52130	Vehicle Operation & Maintenance	33,632	19,500	**20,000**	20,500	2.56%
01-3610-52140	Vehicle Gasoline Use	33,848	36,500	**36,500**	36,500	0.00%
01-3610-52150	Small Operating Equipment & Parts	347	1,000	**1,000**	1,500	0.00%
01-3610-52180	Equipment Rental	5,666	1,000	**1,000**	1,000	0.00%
01-3610-52560	Traffic Safety Supplies	2,113	3,750	**3,750**	4,000	0.00%
01-3610-53000	Street & Storm Drain Maint. Materials	7,928	8,500	**8,500**	9,500	0.00%
01-3610-53100	Snow Removal Supplies	9,688	13,500	**13,500**	14,500	0.00%
01-3610-53130	Small Tools	38	500	**500**	500	0.00%
01-3610-53550	Employee Substance Testing & Physicals	377	1,500	**1,500**	1,500	0.00%
01-3610-53570	Uniforms	3,042	4,000	**4,000**	4,000	0.00%
01-3610-54120	Shared Street Sweeper	28,000	26,500	**26,500**	27,000	0.00%
	Total Operating Expenses	$225,754	$238,750	**$242,750**	$244,750	1.68%

NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS

CAPITAL OUTLAY- HIGHWAYS

Public Works Department

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 work 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.

F.Y. 2015 CURRENT EXPENSE BUDGET

EXPENDITURE BY OBJECT AND PROGRAM CLASSIFICATION

FUNCTION - PUBLIC WORKS

ACTIVITY - HIGHWAYS

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 BUDGETED	FY 2015 PROPOSED	FY 2016 PROJECTED	FY 2015 CHANGE
	CAPITAL OUTLAY					
01-3610-57100	Dump Truck	$95,000	$55,500	**$0**	$80,000	-100.00%
01-3610-57120	Vehicle-Street Sweeper	28,070	0	**0**	0	0.00%
01-3610-57150	Vehicle-Pickup Truck	24,710	0	**0**	0	0.00%
01-3610-57160	Chipper	51,655	0	**0**	0	0.00%
01-3610-57300	Leaf Boxes	24,861	0	**0**	0	0.00%
01-3610-57400	Snow Plows	950	0	**0**	0	0.00%
01-3610-57450	Salt Spreaders	0	23,000	**0**	0	-100.00%
01-3610-58150	Radios	21,476	0	**0**	0	0.00%
01-3610-58500	Street Repairs	973,276	933,725	**0**	100,000	-100.00%
01-3610-58520	Sidewalk Repairs	0	25,000	**0**	25,000	-100.00%
01-3610-58530	Bridge Repairs	0	15,000	**0**	15,000	-100.00%
	Total Capital Expenses	$1,219,998	$1,052,225	**$0**	$220,000	-100.00%
TOTAL PUBLIC WORKS HIGHWAYS		$1,646,880	$1,608,784	**$529,870**	$767,364	-67.06%

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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 Fridays. Residents can drop off paper at Public Works for recycling five days a week.

PROGRAM GOAL:

1. Improve participation in curbside recycling.

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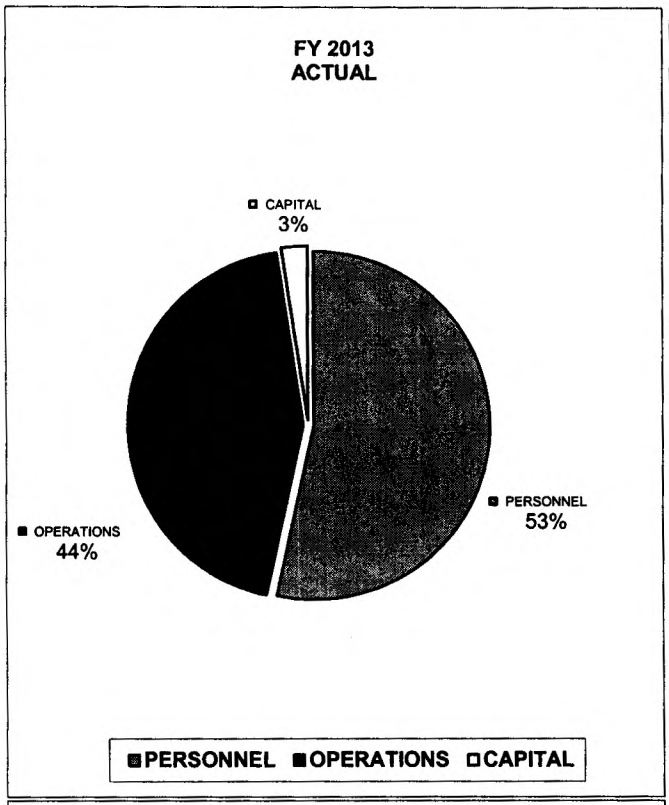
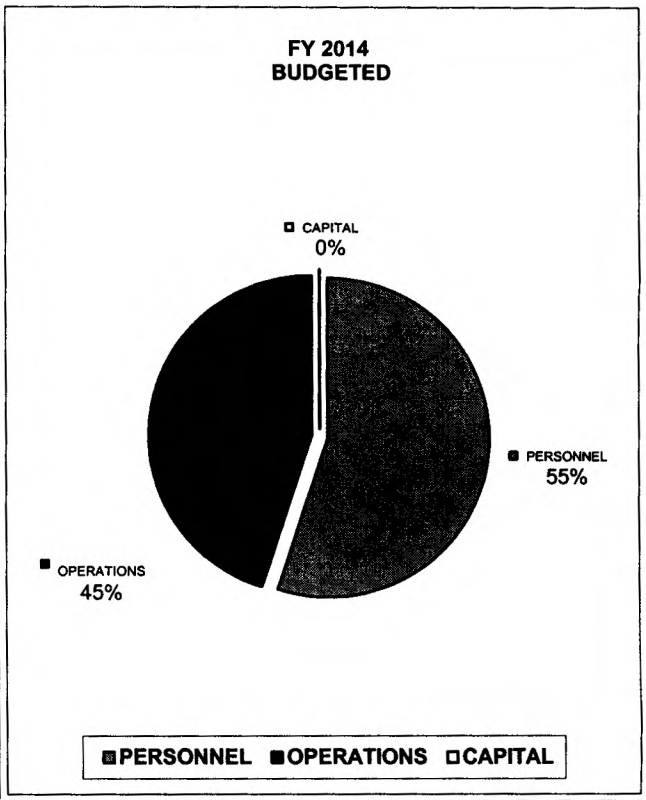
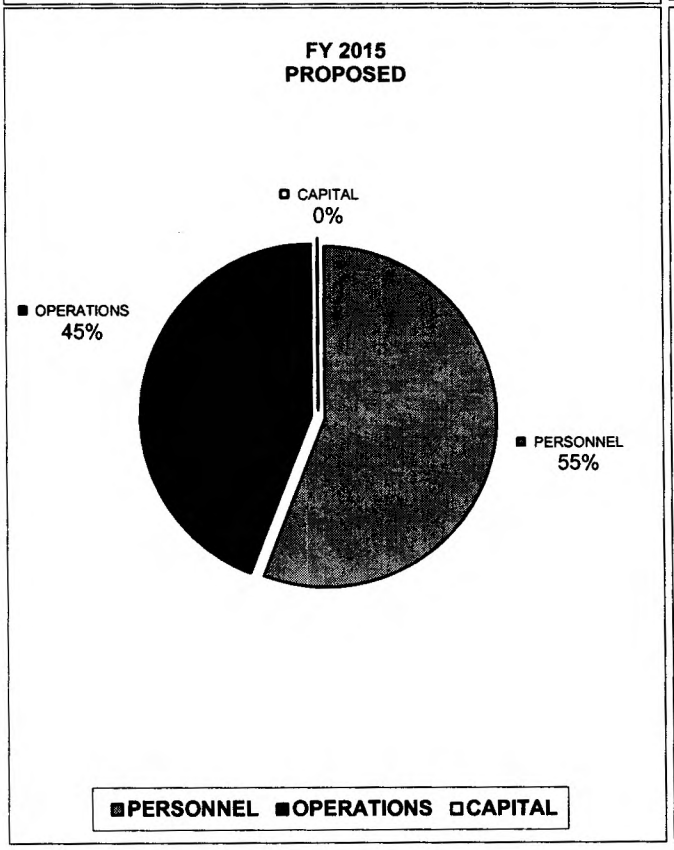
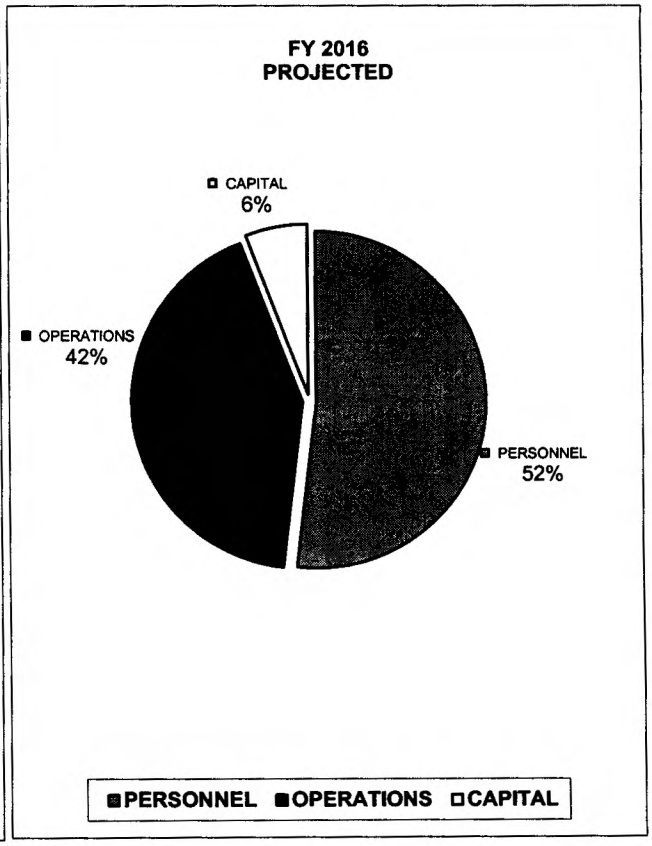
PUBLIC WORKS - SANITATION









NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS

PERSONNEL EXPENSES - SANITATION

Public Works Department

01-3710-45400 **Employee Services:** Salaries and accruals paid to public works employees.

01-3710-45650 **Overtime:** Compensation for overtime.

01-3710-46300 **F.I.C.A.:** Federal Insurance Contribution Act.

01-3710-46500 **Health & Life Insurance:** Provides group health and life insurance for employees.

01-3710-47000 **Worker's Compensation:** Provides care for employees injured on the job.

01-3710-48000 **Retirement / Pension:** An employee benefit.

F.Y. 2015 CURRENT EXPENSE BUDGET

EXPENDITURE BY OBJECT AND PROGRAM CLASSIFICATION

FUNCTION - PUBLIC WORKS

ACTIVITY - SANITATION

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 BUDGETED	FY 2015 PROPOSED	FY 2016 PROJECTED	FY 2015 CHANGE
	PERSONNEL EXPENSES					
01-3710-45400	Employee Services	$365,096	$402,050	**$402,059**	$414,121	0.00%
01-3710-45650	Overtime	10,822	4,500	**4,500**	4,500	0.00%
01-3710-46300	F.I.C.A.	27,881	31,101	**31,102**	32,024	0.00%
01-3710-46500	Health & Life Insurance	83,905	107,600	**159,200**	161,300	47.96%
01-3710-47000	Worker's Compensation	23,510	29,475	**29,476**	30,200	0.00%
01-3710-48000	Retirement / Pension	38,354	44,903	**48,759**	49,100	8.59%
	Total Personnel Expenses	$549,568	$619,629	**$675,095**	$691,245	8.95%

POSITIONS

Full-Time

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

NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS

OPERATING EXPENSES - SANITATION

Public Works Department

01-3710-50500 **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 Prince George's County for recycling materials dropped off by City vehicles.

01-3710-52130 **Vehicle Operation & Maintenance**: Maintenance, operation, painting, repair and parts such as tires, batteries and labor for public works sanitation vehicles.

01-3710-52140 **Vehicle Gasoline Use:** Gasoline, diesel, and oil cost incurred for sanitation vehicles.

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.

01-3710-53570 **Uniforms:** Costs of uniform rental and cleaning, rain gear, helmets, shoes, gloves, etc.

01-3710-54550 **Miscellaneous:** Expenditures that can not be logically classified under other categories.

F.Y. 2015 CURRENT EXPENSE BUDGET

EXPENDITURE BY OBJECT AND PROGRAM CLASSIFICATION

FUNCTION - PUBLIC WORKS

ACTIVITY - SANITATION

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 BUDGETED	FY 2015 PROPOSED	FY 2016 PROJECTED	FY 2015 CHANGE
	OPERATING EXPENSES					
01-3710-50500	Refuse Collection Contract	$95,196	$100,000	**$100,000**	$105,000	0.00%
01-3710-50550	Recycling Contract	74,880	78,000	**78,000**	79,000	0.00%
01-3710-51100	Landfill Fees - County	203,651	224,500	**250,000**	250,000	11.36%
01-3710-51115	Compost Fees	14,378	17,500	**17,500**	17,500	0.00%
01-3710-52130	Vehicle Operation & Maintenance	27,160	29,500	**35,000**	35,000	18.64%
01-3710-52140	Vehicle Gasoline Use	31,578	37,500	**37,500**	38,500	0.00%
01-3710-52180	Equipment Rental	113	500	**500**	500	0.00%
01-3710-52210	Equipment Maintenance & Repair	0	1,000	**0**	1,000	+100.00%
01-3710-52570	Sanitation Supplies	555	8,750	**5,000**	6,500	-42.86%
01-3710-53130	Small Tools	373	500	**0**	500	-100.00%
01-3710-53520	Employee Training	236	0	**0**	1,000	0.00%
01-3710-53550	Employee Substance Testing & Physicals	603	2,000	**2,000**	2,000	0.00%
01-3710-53570	Uniforms	6,217	5,500	**6,500**	6,500	18.18%
01-3710-54550	Miscellaneous	59	1,000	**1,000**	1,000	0.00%
	Total Operating Expenses	$454,999	$506,250	**$533,000**	$544,000	5.28%

NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS

CAPITAL EXPENSES - SANITATION

Public Works Department

01-3710-57140 **Packer:** Purchase of a new packer.

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

01-3710-57200 **Refuse Truck:** Purchase of a new twenty-five cubic yard refuse truck. This truck replaced a 1985 Ford barrel refuse truck. This truck was purchased via the Master Lease Purchase Agreement.

01-3710-57460 **Hot Water Pressure Washer:** Purchase of a new hot water pressure washer.

F.Y. 2015 CURRENT EXPENSE BUDGET

EXPENDITURE BY OBJECT AND PROGRAM CLASSIFICATION

FUNCTION - PUBLIC WORKS

ACTIVITY - SANITATION

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 BUDGETED	FY 2015 PROPOSED	FY 2016 PROJECTED	FY 2015 CHANGE
	CAPITAL OUTLAY					
01-3710-57140	Packer	$0	$0	**$0**	$0	0.00%
01-3710-57150	Vehicle-Pickup Truck	24,710	0	**0**	75,000	0.00%
01-3710-57200	Refuse Truck	0	0	**0**	0	0.00%
01-3710-57460	Hot Water Pressure Washer	0	0	**0**	0	
	Total Capital Expenses	$24,710	$0	$0	$75,000	0.00%
TOTAL PUBLIC WORKS SANITATION		$1,029,277	$1,125,879	**$1,208,095**	$1,310,245	7.30%

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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.

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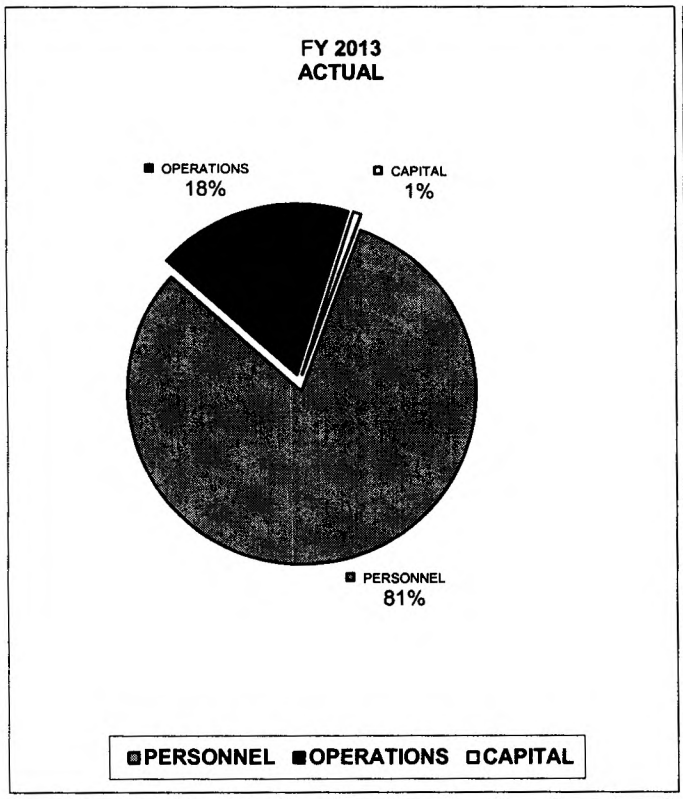

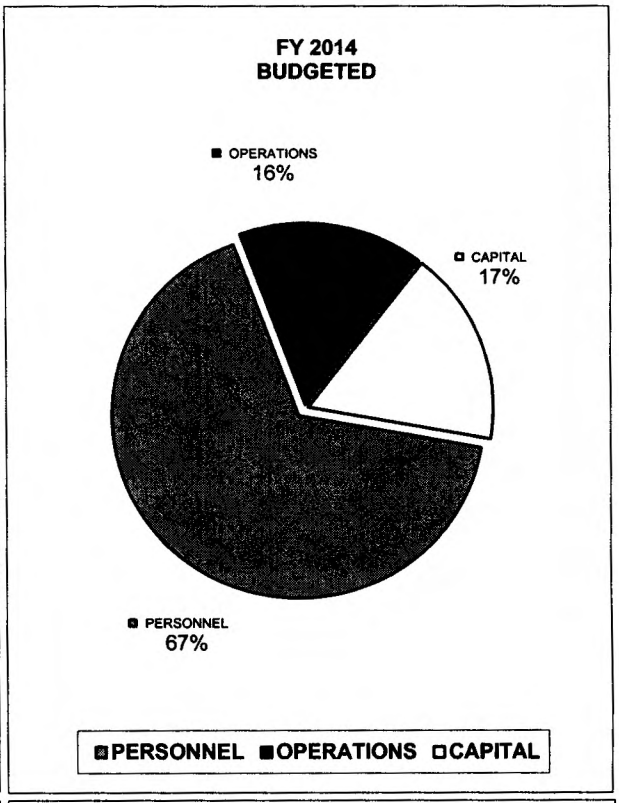

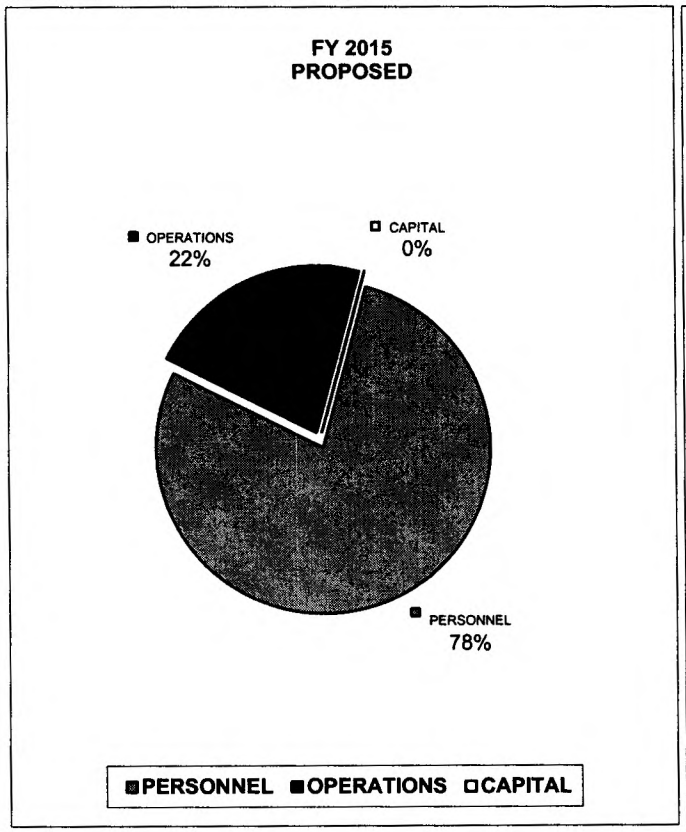

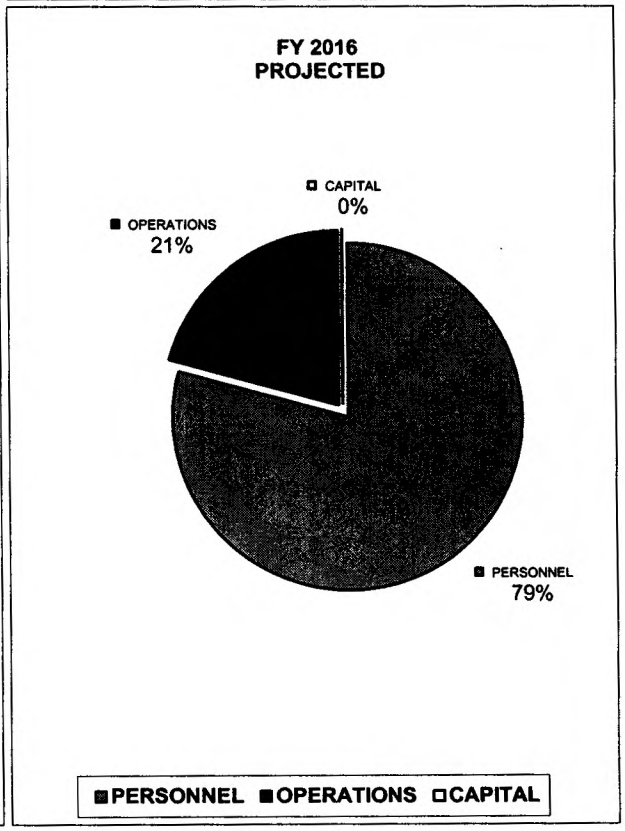

NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS

PERSONNEL EXPENSES - PARKS & RECREATION

Public Works Department

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:** Provide group health and life insurance for employees.

01-3810-47000 **Worker's Compensation:** Provides care for employees injured on the job.

01-3810-48000 **Retirement / Pension:** An employee benefit.

F.Y. 2015 CURRENT EXPENSE BUDGET

EXPENDITURE BY OBJECT AND PROGRAM CLASSIFICATION

FUNCTION - PUBLIC WORKS

ACTIVITY - PARKS & RECREATION

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 BUDGETED	FY 2015 PROPOSED	FY 2016 PROJECTED	FY 2015 CHANGE
	PERSONNEL EXPENSES					
01-3810-45400	Employee Services	$313,836	$358,388	**$313,921**	$321,769	-12.41%
01-3810-45650	Overtime	3,163	3,500	**3,500**	2,500	0.00%
01-3810-46300	F.I.C.A.	23,777	27,684	**24,283**	24,807	-12.29%
01-3810-46500	Health & Life Insurance	67,462	82,000	**103,800**	104,800	26.59%
01-3810-47000	Worker's Compensation	19,858	26,237	**23,013**	27,437	-12.29%
01-3810-48000	Retirement / Pension	31,799	34,389	**32,936**	34,790	-4.22%
	Total Personnel Expenses	$459,895	$532,198	**$501,454**	$516,103	-5.78%

POSITIONS

Full-Time

Superintendent/Horticulturist	1	1	**1**	1
Line Clearing Arborist	1	1	**1**	1
Park Crew Chiefs	2	2	**2**	2
Park Laborers	5	5	**5**	5
Tree Laborer	1	1	**1**	1
Total P.W. Parks & Rec. Positions	10	10	**10**	10

NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS

OPERATING EXPENSES - PARKS & RECREATION

Public Works Department

01-3810-51130 **Sports Park Contractual:** Costs associated with services to maintain lights, sprinkler systems, and various utilities at sports park.

01-3810-52130 **Vehicle Operation & Maintenance**: Maintenance, operation, painting, repair and parts such as tires, batteries and labor for public works park department vehicles.

01-3810-52140 **Vehicle Gasoline Use:** Gasoline, diesel, and oil cost incurred by park & recreation vehicles.

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.

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.

01-3810-53570 **Uniforms:** Costs of uniform items necessary during the discharge of duties such as shoes, gloves, etc.

01-3810-54250 **Parks, Fields & Tree Maintenance:** Plants, supplies and materials used on ball fields, parks, playgrounds, curb trees and City owned land.

01-3810-54260 **Curb Trees:** Replacement of trees that are damaged or dead.

01-3810-54270 **Community Garden:** The City's Community Garden is part of the City's parks system available to city residents to lease. The City is responsible for maintaining the community garden.

01-3810-54310 **Recreation - Boys' & Girls' Club:** Funding for gym rental and field maintenance costs.

F.Y. 2015 CURRENT EXPENSE BUDGET

EXPENDITURE BY OBJECT AND PROGRAM CLASSIFICATION

FUNCTION - PUBLIC WORKS

ACTIVITY - PARKS & RECREATION

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 BUDGETED	FY 2015 PROPOSED	FY 2016 PROJECTED	FY 2015 CHANGE
	OPERATING EXPENSES					
01-3810-51130	Sports Park Contractual	$1,830	$3,750	**$3,750**	$4,000	0.00%
01-3810-52130	Vehicle Operation & Maintenance	23,195	24,000	**24,000**	19,500	0.00%
01-3810-52140	Vehicle Gasoline Use	35,348	39,500	**40,000**	38,500	1.27%
01-3810-52160	Playground Equipment Maintenance	4,437	5,500	**5,500**	5,200	0.00%
01-3810-52180	Equipment Rental	165	1,000	**1,000**	1,000	0.00%
01-3810-52210	Operating Equipment Repair & Maintenance	1,385	2,500	**2,500**	2,500	0.00%
01-3810-53130	Small Tools	433	1,000	**1,500**	1,200	50.00%
01-3810-53550	Employee Substance Testing & Physicals	867	1,750	**2,000**	1,750	14.29%
01-3810-53570	Uniforms	5,515	5,250	**7,500**	5,500	42.86%
01-3810-54250	Parks, Fields & Tree Maintenance	22,579	30,000	**30,000**	30,500	0.00%
01-3810-54260	Curb Trees	0	3,500	**10,000**	3,500	185.71%
01-3810-54270	Community Garden		4,000	**4,000**	8,500	0.00%
01-3810-54310	Recreation - Boys' & Girls' Club	7,343	7,500	**7,500**	7,500	0.00%
	Total Operating Expenses	$103,097	$129,250	**$139,250**	$129,150	7.74%

NARRATIVE DESCRIPTION OF EXPENDITURE ACCOUNTS

CAPITAL EXPENSES - PARKS & RECREATION

Public Works Department

01-3810-57100 **Vehicles:** Purchase of a new vehicle.

01-3810-57380 **Mowers:** Purchase of new mowers.

01-3810-58350 **Fence:** To replace park fence.

01-3810-58360 **Scoreboard - Beckett Field:** Purchase of scoreboard for Beckett Field.

01-3810-58370 **Beckett Field Irrigation & Lights:** To purchase and install irrigation equipment and lights in Beckett Field.

01-3810-58390 **Frenchman Creek Playground:** New playground equipment installed with a community grant.

01-3810-58400 **Recreation Building Design:** Engineering fees for the design of parks recreation building.

F.Y. 2015 CURRENT EXPENSE BUDGET

EXPENDITURE BY OBJECT AND PROGRAM CLASSIFICATION

FUNCTION - PUBLIC WORKS

ACTIVITY - PARKS & RECREATION

ACCOUNT NUMBER	DESCRIPTION	FY 2013 ACTUAL	FY 2014 BUDGETED	FY 2015 PROPOSED	FY 2016 PROJECTED	FY 2015 CHANGE
	CAPITAL OUTLAY					
01-3810-57100	Vehicles	$0	$0	$0	$0	0.00%
01-3810-57380	Mowers	4,230	5,000	0	0	-100.00%
01-3810-58350	Fence	0	0	0	0	0.00%
01-3810-58360	Scoreboard - Beckett Field	0	0	0	0	0.00%
01-3810-58370	Beckett Field Irrigation & Lights	0	132,818	0	0	-100.00%
01-3810-58390	Frenchman Creek Playground	0	0	0	0	0.00%
01-3810-58400	Recreation Building Design	0	0	0	0	0.00%
	Total Capital Expenses	$4,230	$137,818	$0	$0	-100.00%
TOTAL PUBLIC WORKS PARKS & RECREATION		$567,222	$799,266	**$640,704**	$645,253	-19.84%
TOTAL PUBLIC WORKS		$3,761,186	$4,156,675	**$3,030,005**	$3,399,025	-27.11%
	TOTAL EXPENDITURE	$7,611,624	$9,059,986	$7,635,353	$8,358,542	-15.72%
	OTHER EXPENSES	$420,195	$724,938	$1,005,078	$813,160	38.64%
TOTAL GOVERNMENT EXPENDITURE		$8,031,819	$9,784,924	**$8,640,431**	$9,171,702	-11.70%

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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 NO.15-01
Adoption of the FY 2015 Budget

April 16, 2014

AN ORDINANCE OF THE CITY COUNCIL OF NEW CARROLLTON TO DETERMINE THE FUNDS REQUIRED TO CARRY OUT THE OPERATING PROGRAMS AND TO PROVIDE FOR CAPITAL IMPROVEMENTS OF THE CITY OF NEW CARROLLTON, MARYLAND, FOR THE TWELVE MONTH PERIOD BEGINNING JULY 1, 2014 AND ENDING JUNE 30, 2015; TO ESTIMATE THE REVENUES TO BE RECEIVED DURING THE PERIOD FROM SOURCES OTHER THAN FROM LOCAL TAXES; TO ESTABLISH THE TAX RATE TO BE LEVIED UPON THE TAXABLE PROPERTY WITHIN THE CITY; TO FUND THE BALANCE OF THE OPERATING AND CAPITAL REQUIREMENTS; AND TO APPROPRIATE THE FUNDS NECESSARY TO CARRY OUT THESE PROGRAMS EFFECTIVELY AND TO SERVICE THE OUTSTANDING DEBTS OF THE CITY.

BE IT ENACTED AND ORDAINED by the City Council of New Carrollton, Maryland that the following ordinance shall be enacted and entitled as Chapter CE-15 of the New Carrollton City Ordinances under the heading of "Current Expense Budget for the City of New Carrollton, Maryland for Fiscal Year 2015."

Section 1. Definitions. For the purposes of this ordinance, the following terms shall apply:

a. Line Item Account- the classification of an expenditure according to a description of the article to be purchased or the service to be obtained.

b. Program Classification Account - The distribution of the expenditure for each line item account to one or more of the following functional categories:

(1) Mayor and Council, (2) General Government Administration, (3) Financial Administration, (4) Public Health Code Enforcement, (5) Public Safety Police Administration, (6) Public Safety Police Speed Cameras, (7) Public Safety Police Patrol, (8) Public Safety Parking & Animal Control Enforcement, (9) Public Works Administration, (10) Public Works Highways, (11) Public Works Sanitation, (12) Public Works Parks & Recreation, (13) Other.

Section 2. 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, 2015, there shall be and hereby are appropriated to the several line item accounts the sums listed as proposed expenditures on pages 20-146 of the F.Y. 2015 budget document, entitled "F.Y 2015 Current Expense Budget – Expenditures by Object and Program Classification." In no case shall actual expenditures exceed the amount appropriated to an item account. However, actual expenditures may exceed the amount designated for a program classification account included within a line item account by a maximum of fifteen

percent (15%), but only in those cases where the total appropriation for the line item account has been distributed to more than one program classification account within the same line item account. In the expenditure of said appropriations, the Mayor shall be guided by the narrative explanation of expenditure accounts of the F.Y. 2015 budget document, which are hereby attached to and specifically made a part of the ordinance.

Section 3. Estimated property and non-property tax revenues, and reserve, and the revenue requirement from all taxes provided for herein for the twelve month period ending June 30, 2015, shall be and hereby are established as set forth on pages 9-18 of the F.Y. 2015 budget document, which shall be attached to and specifically made a part of this ordinance.

Section 4. A tax of $0.7059 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 2015 to meet the total amount of appropriated expenditures as established by Section 2 of this ordinance. To preserve the same amount of real property tax revenue, the city adopted the constant yield tax rate of $0.7059 per $100 of full assessed value.

Section 5. 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 2014 to meet the total amount of appropriated expenditures as established by Section 2 of this ordinance.

Section 6. A Special Public Safety ad-valorem tax of $.15 per $100.00 of full value real property assessment and $.15 per $100.00 of tangible personal property assessment shall be levied upon all business and apartments real and personal properties except home occupations and daycare centers. Taxes levied herein shall provide a portion of the appropriated expenditures to enhance public safety within the special taxing district.

Section 7. A combined service fee of $220.00 per annum on single-family households for trash pick-up and recycling material removal, and $100.00 per annum on condominiums for trash removal has been imposed to help offset the rising cost of trash and recycling collection services for the respective areas of the city.

Section 8. Any Transfer of funds between appropriations or other changes to the budget shall be done by amendment to the ordinance in public session of the City Council of the City of New Carrollton and shall require a super majority vote of the full Council for passage.

Section 9. All excess of revenues over profits discovered as a result of the annual audit of the FY 2014 financial statements will be used to increase the City's fund balance, or will be designated for use by the City Council.

Section 10. The Mayor/Administration shall consult with the City Council regarding applications for County, State, and Federal grants, which may be applied for during Fiscal Year 2015, and the Mayor shall review all grant programs, which are specified herein, with the City Council.

Section 11. When determined by the Mayor that funds appropriated by the City Council cannot be expended during the fiscal year ending June 30, 2015, 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 12. 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, MARYLAND ON THE 16TH DAY OF APRIL, 2014.

ADOPTED AND ENACTED BY THE CITY COUNCIL OF NEW CARROLLTON, MARYLAND ON THE 18TH DAY OF JUNE, 2014.

EFFECTIVE ON THE 1ST DAY OF JULY, 2014

Attest:

_____
Graham Waters
City Administrative Officer

City of New Carrollton

_____
Duane H. Rosenberg, Chairman
Chairman City Council

Date: _____

Approved for legal sufficiency:

_____
Karen Ruff
City Attorney

Approved:

_____
Andrew C. Hanko
Mayor

Date: _____

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GENERAL:

STATISTICAL & SUPPORT

INFORMATION

Appendixes **A** thru **F** contain statistical information with graphs depicting various trends over a ten year-period.

Appendix **G** provides expenditure information into FY 2013.

Appendix **H** provides tax rates adopted by the other County Municipalities for FY 2013.

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

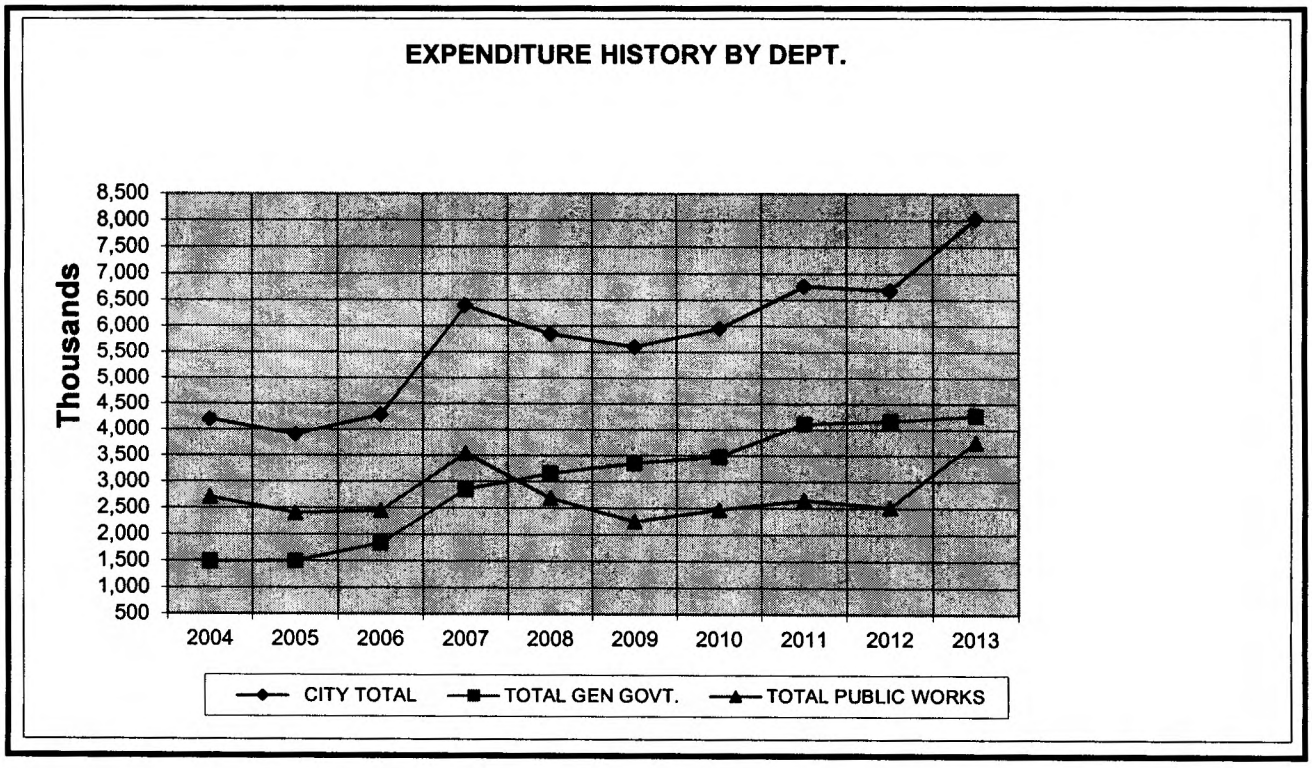
APPENDIX G - EXPENDITURES BY CATEGORY FY 2013 THRU 2016

APPENDIX H - CURRENT REAL PROPERTY TAX RATES FOR MUNICIPALITIES IN PRINCE GEORGES COUNTY

CITY OF NEW CARROLLTON, MARYLAND

GENERAL FUND
GENERAL GOVERNMENT EXPENDITURES BY FUNCTION
LAST TEN FISCAL YEARS

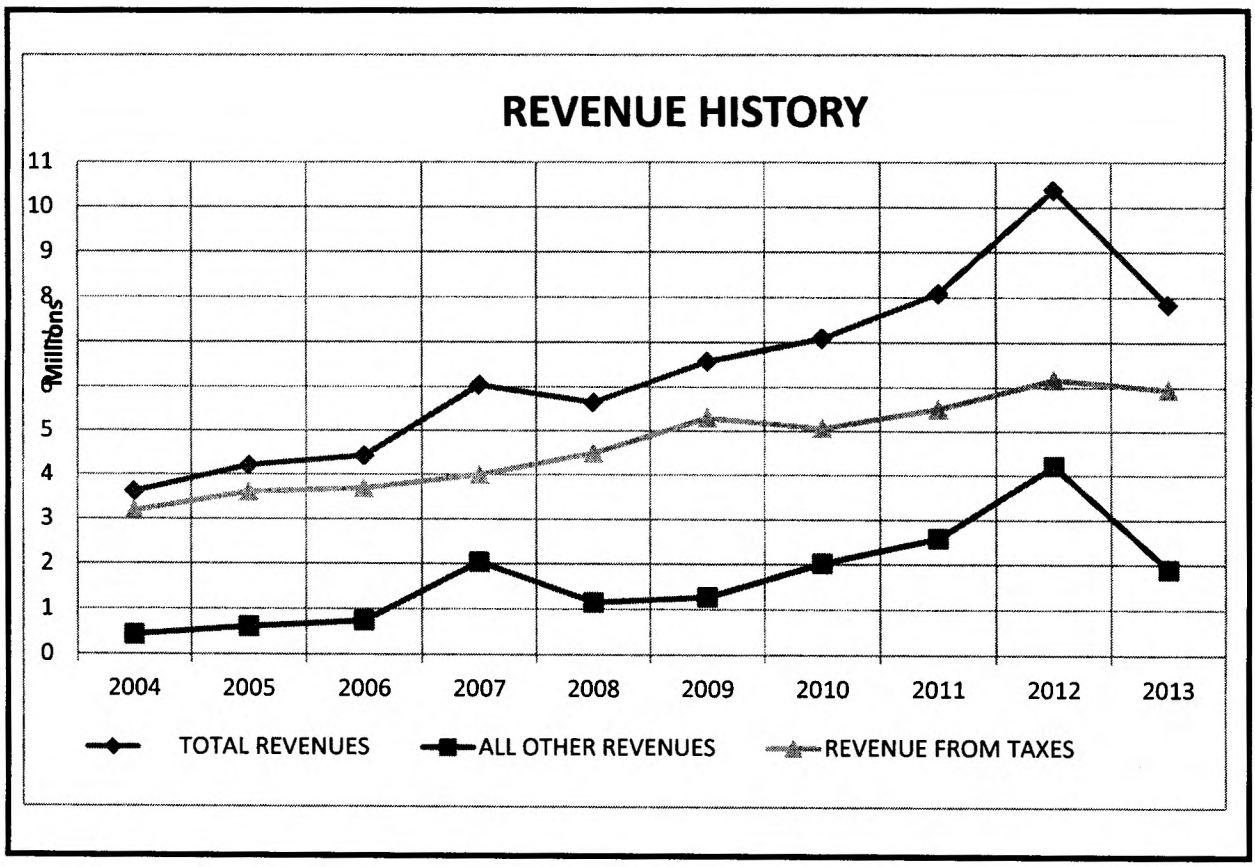
FISCAL YEAR	PUBLIC WORKS ADMIN.	HIGH WAYS	SANITA TION	PARKS & RECR.	TOTAL PUBLIC WORKS	GENERAL GOVERN MENT	PUBLIC HEALTH CODE ENF.	PUBLIC SAFETY POLICE	WEIN-BACH FUND	DEBT SERVICE	TOTAL GEN GOVT.	CITY TOTAL
2004	408,525	883,110	929,461	489,704	**2,710,800**	887,675	441,499	0	4,000	155,610	**1,488,784**	**4,199,584**
2005	454,346	576,717	822,693	551,232	**2,404,988**	739,685	589,299	0	4,000	167,801	**1,500,785**	**3,905,773**
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**



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 REVNUES	TOTAL OTHER REVENUES	TOTAL REVENUES
2004	3,179,591	15,002		123,212	9,882	285,196	**433,292**	**3,612,883**
2005	3,601,819	198,101		101,147	25,096	285,196	**609,540**	**4,211,359**
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	0	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	0	266,109	10,941	1,411,857	**1,895,474**	**7,845,504**



APPENDIX B

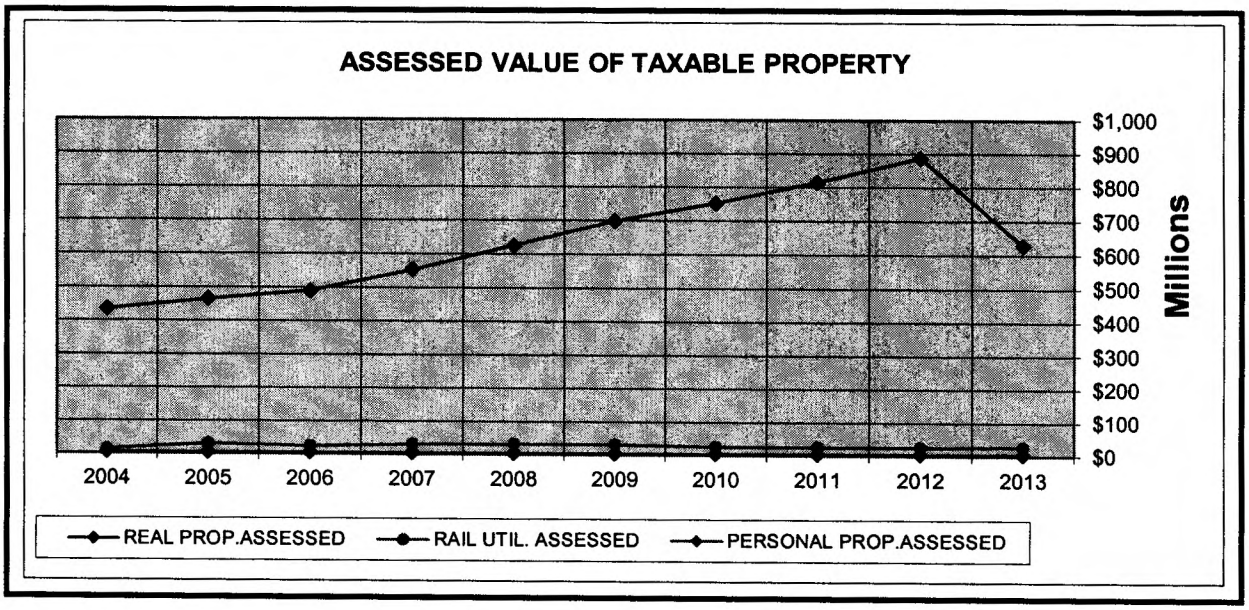
CITY OF NEW CARROLLTON, MARYLAND
ASESSED AND ESTIMATED ACTUAL VALUE OF TAXABLE PROPERTY
LAST TEN FISCAL YEARS

	REAL PROPERTY		PERSONAL PROPERTY		RAILROADS & PUBLIC UTILITY PROPERTIES		TOTALS	
FISCAL YEAR	ASSESED VALUE	ESTIMATED RETAIL VALUE	ASSESED VALUE	ESTIMATED RETAIL VALUE	ASSESED VALUE	ESTIMATED RETAIL VALUE	ASSESED VALUE	ESTIMATED RETAIL VALUE
2004	$434,515,644	$434,515,644	$14,075,290	$28,150,580	$4,792,800	$9,585,600	$453,383,734	$472,251,824
2005	$464,943,333	$464,943,333	$31,150,212	$62,300,424	$4,720,957	$9,441,914	$500,814,502	$536,685,671
2006	$489,790,250	$489,790,250	$24,495,090	$48,990,180	$4,688,730	$9,377,460	$518,974,070	$548,157,890
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	$62,135,319	$4,469,362	$8,938,723	$662,174,578	$697,711,598
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

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.

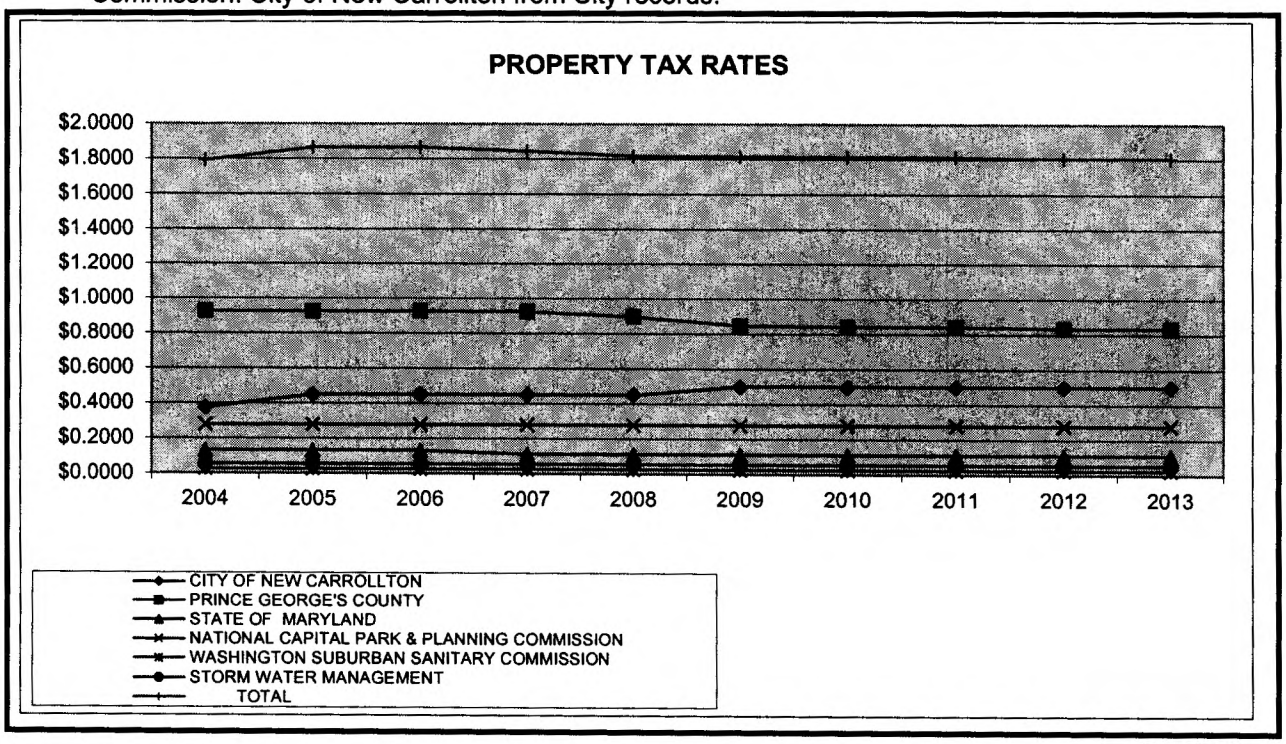


APPENDIX C

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
2004	$0.3760	$0.9246	$0.1320	$0.2790	$0.0260	$0.0540	$1.7916
2005	$0.4500	$0.9237	$0.1320	$0.2790	$0.0260	$0.0540	$1.8647
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	$0.5000	$0.8340	$0.1120	$0.2790	$0.0260	$0.0540	$1.8050

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.



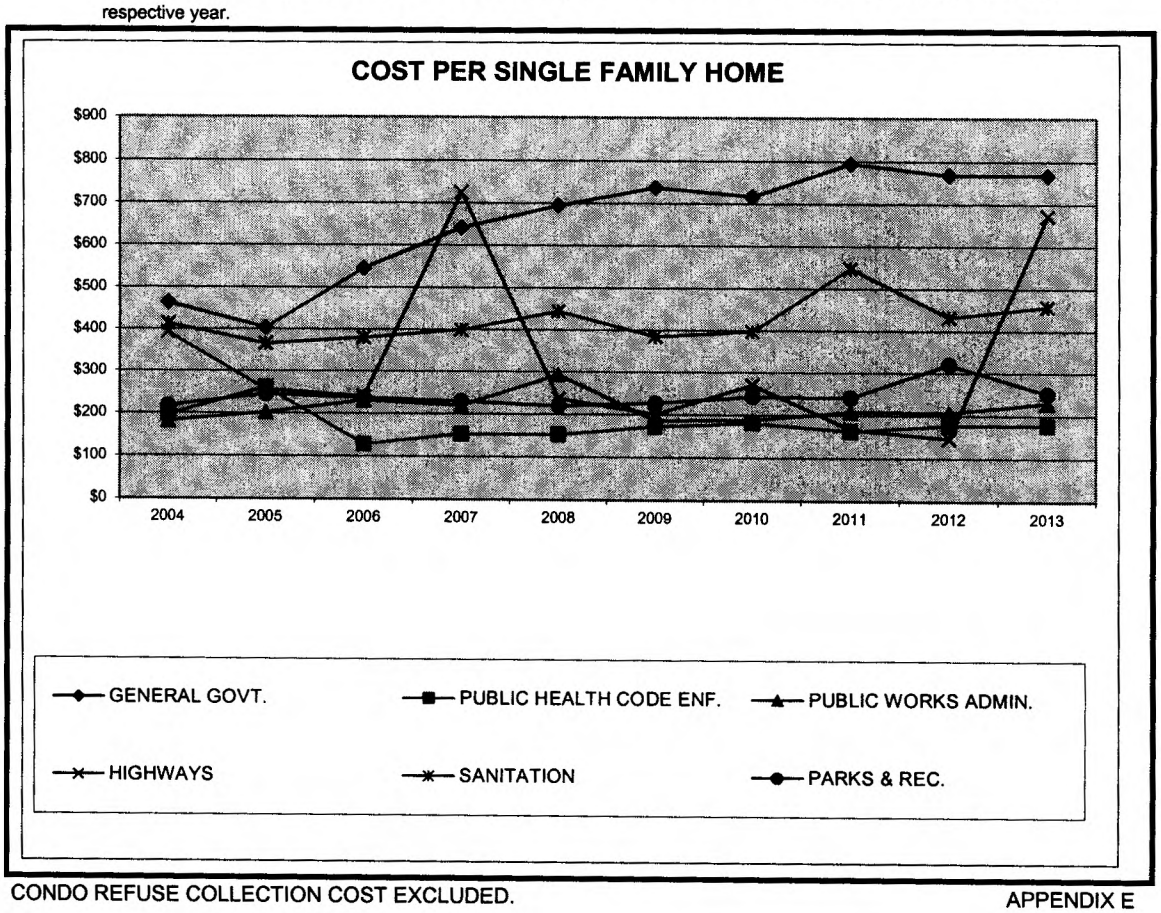
APPENDIX D

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

FISCAL YEAR	GENERAL GOVT.	PUBLIC HEALTH CODE ENF.	PULIC SAFETY POLICE	GENERAL GOVT. TOTAL	PUBLIC WORKS ADMIN.	HIGHWAYS	SANITATION	PARKS & REC.	PUBLIC WORKS TOTAL	COST PER SINGLE HOME
2004	$464	$196		**$660**	$182	$393	$413	$218	**$1,205**	**$1,866**
2005	$404	$262		**$666**	$202	$256	$366	$245	**$1,069**	**$1,735**
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**

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.



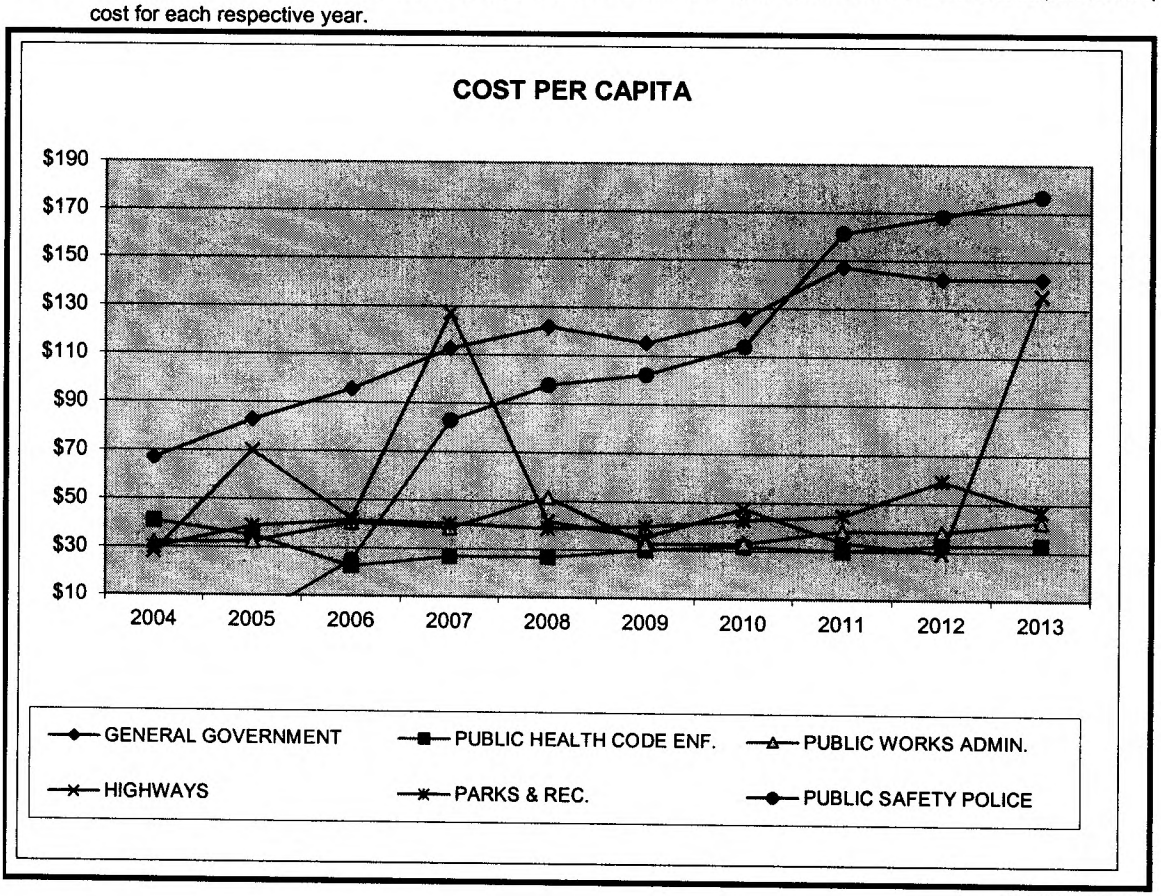
CONDO REFUSE COLLECTION COST EXCLUDED.

APPENDIX E

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

FISCAL YEAR	GENERAL GOVERNM	PUBLIC HEALTH CODE ENF.	PUBLIC SAFETY POLICE	GENERAL GOVERN. TOTAL	PUBLIC WORKS ADMIN.	HIGHWAYS	SANITATION	PARKS & REC.	PUBLIC WORKS TOTAL	TOTAL COST PER CAPITA
2004	67	41	0	108	32	28	58	30	148	256
2005	83	35	0	118	32	70	74	39	215	333
2006	96	23	25	118	41	42	67	42	191	309
2007	113	27	83	139	39	127	70	40	276	416
2008	122	27	98	251	52	42	78	39	210	461
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

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



APPENDIX F

FY 2015

CITY OF NEW CARROLLTON, MARYLAND
EXPENDITURES BY CATEGORY

CATEGORY	FY 2013 ACTUAL	FY 2014 BUDGETED	FY 2015 PROPOSED	FY 2016 PROJECTED
GENERAL GOVERNMENT				
Mayor & Council				
Personnel	$36,986	$38,151	$38,619	$38,162
Operations	$32,688	$33,220	$28,470	$29,970
Capital	$0	$0	$0	$0
Sub-Total	**$69,674**	**$71,371**	**$67,089**	**$68,132**
G.G.Administration				
Personnel	$522,004	$786,466	$676,930	$834,367
Operations	$460,295	$589,110	$559,710	$499,950
Capital	$87,199	$150,200	$0	$100,000
Sub-Total	**$1,069,498**	**$1,525,776**	**$1,236,640**	**$1,434,317**
Finance & Accounting				
Personnel	$138,686	$216,827	$263,117	$273,384
Operations	$32,249	$47,750	$46,650	$53,250
Capital	$1,108	$2,500	$0	$2,500
Sub-Total	**$172,043**	**$267,077**	**$309,767**	**$329,134**
P.H.Code Enforcement				
Personnel	$340,257	$416,907	$447,143	$467,583
Operations	$47,407	$89,970	$96,450	$97,150
Capital	$11,636	$22,500	$0	$0
Sub-Total	**$399,300**	**$529,377**	**$543,593**	**$564,733**
TOTAL GENERAL GOVERNMENT	**$1,710,515**	**$2,393,601**	**$2,157,089**	**$2,396,316**
PUBLIC SAFETY				
Police Administration				
Personnel	$301,361	$462,710	$561,028	$567,500
Operations	$99,270	$140,200	$162,750	$168,050
Capital	$0	$8,000	$0	$30,000
Sub-Total	**$400,631**	**$610,910**	**$723,778**	**$765,550**

(continued)

CITY OF NEW CARROLLTON, MARYLAND
EXPENDITURES BY CATEGORY

Police Special Operation				
Personnel	$335,527	$212,162	$77,807	$86,287
Operations	$67,324	$27,600	$20,700	$9,850
Capital	$158,711	$42,000	$0	$0
Sub-Total	**$561,562**	**$281,762**	**$98,507**	**$96,137**
Police Patrol Service				
Personnel	$869,845	$1,122,787	$1,200,669	$1,277,778
Operations	$113,935	$162,750	$170,300	$165,000
Capital	$0	$89,931	$0	$0
Sub-Total	**$983,780**	**$1,375,468**	**$1,370,969**	**$1,442,778**
Police Parking & Animal Control Enforcement				
Personnel	$174,249	$207,920	$221,005	$227,737
Operations	$19,701	$31,150	$34,000	$31,000
Capital	$0	$2,500	$0	$0
Sub-Total	**$193,950**	**$241,570**	**$255,005**	**$258,737**
TOTAL PUBLIC SAFETY	**$2,139,923**	**$2,509,710**	**$2,448,259**	**$2,563,202**
PUBLIC WORKS				
P.W. Administration				
Personnel	$378,758	$449,346	$471,136	$491,213
Operations	$139,049	$170,900	$180,200	$184,950
Capital	$0	$2,500	$0	$0
Sub-Total	**$517,807**	**$622,746**	**$651,336**	**$676,163**
P.W. Highways				
Personnel	$201,128	$317,809	$287,120	$302,614
Operations	$225,754	$238,750	$242,750	$244,750
Capital	$1,219,998	$1,052,225	$0	$220,000
Sub-Total	**$1,646,880**	**$1,608,784**	**$529,870**	**$767,364**
P.W. Sanitation				
Personnel	$549,568	$619,629	$675,095	$691,245
Operations	$454,999	$506,250	$533,000	$544,000
Capital	$24,710	$0	$0	$75,000
Sub-Total	**$1,029,277**	**$1,125,879**	**$1,208,095**	**$1,310,245**

(continued)

CITY OF NEW CARROLLTON, MARYLAND
EXPENDITURES BY CATEGORY

P.W. Parks & Recreation				
Personnel	$459,895	$532,198	$501,454	$516,103
Operations	$103,097	$129,250	$139,250	$129,150
Capital	$4,230	$137,818	$0	$0
Sub-Total	**$567,222**	**$799,266**	**$640,704**	**$645,253**
TOTAL PUBLIC WORKS	**$3,761,186**	**$4,156,675**	**$3,030,005**	**$3,399,025**
Other Expenditures				
TOTAL MISCELLANEOUS	**$420,195**	**$724,938**	**$1,005,078**	**$813,160**
TOTAL EXPENDITURES	**$8,031,819**	**$9,784,924**	**$8,640,431**	**$9,171,702**

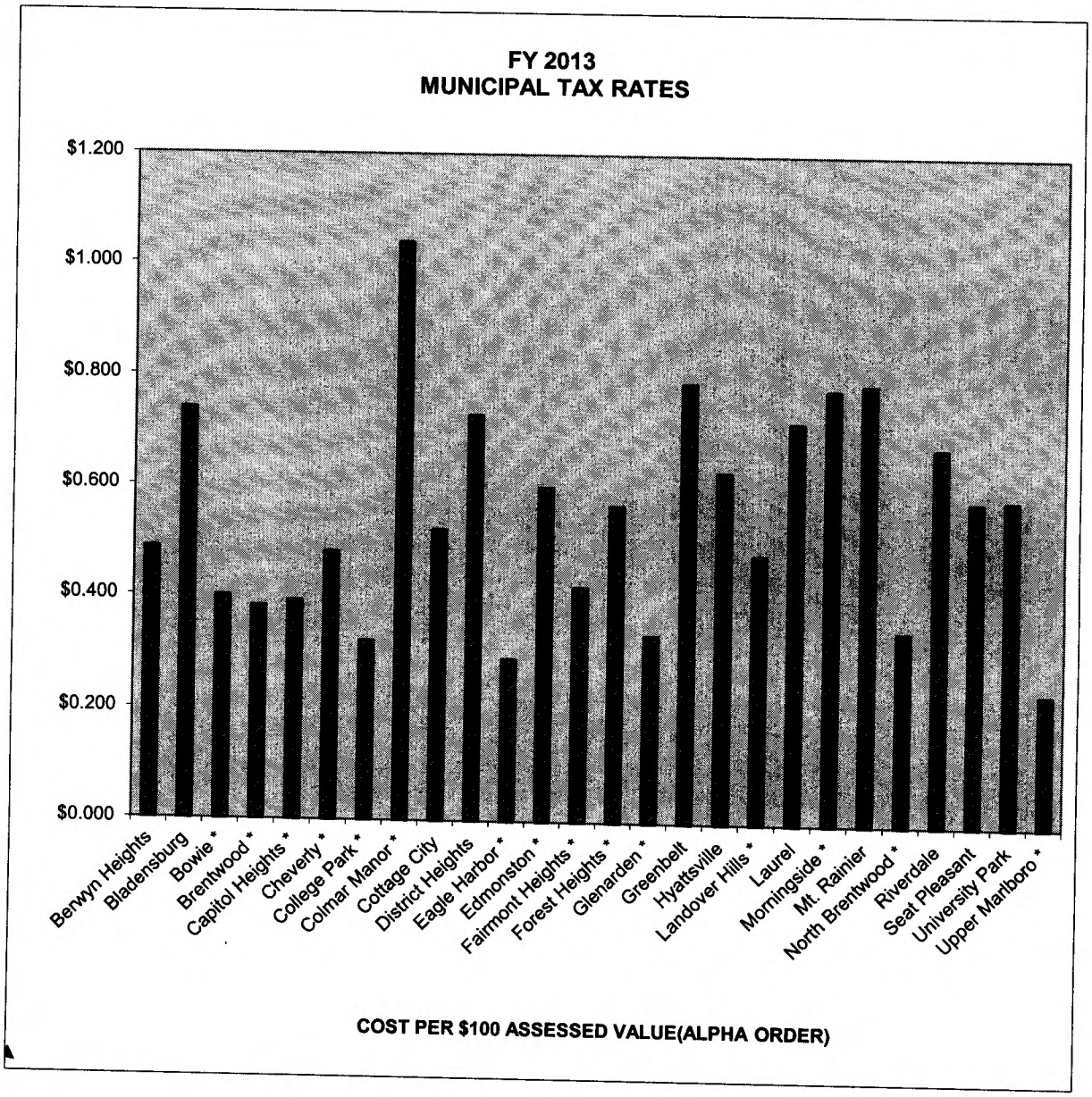
APPENDIX G

CURRENT REAL PROPERTY TAX RATES OF
MUNICIPALITIES IN PRINCE GEORGE'S COUNTY
(FOR THE TAXABLE YEAR ENDING JUNE 30, 2013)
COST PER $100 OF ASSESSED VALUE (ALPHA ORDER)

Municipal property taxes in Prince George's County range from $0.24 to $1.038 per $100 of assessed valuation. The City of New Carrollton's tax rate is 20th out of twenty-seven County municipalities. The average rate $0.551

MUNICIPALITY	POPULATION	TAX RATE PER $100	+OVER () UNDER THE AVG.
NEW CARROLLTON	12135	$0.7121	$0.161
Berwyn Heights	3123	$0.486	($0.226)
Bladensburg	9148	$0.740	$0.028
Bowie *	54727	$0.400	($0.312)
Brentwood *	3046	$0.382	($0.330)
Capitol Heights *	4337	$0.392	($0.320)
Cheverly *	6173	$0.480	($0.232)
College Park *	30413	$0.322	($0.390)
Colmar Manor *	1404	$1.038	$0.326
Cottage City	1305	$0.520	($0.192)
District Heights	5837	$0.730	$0.018
Eagle Harbor *	63	$0.292	($0.420)
Edmonston *	959	$0.600	($0.112)
Fairmont Heights *	1494	$0.420	($0.292)
Forest Heights *	2447	$0.567	($0.145)
Glenarden *	6000	$0.336	($0.376)
Greenbelt	23068	$0.790	$0.078
Hyattsville	14733	$0.630	($0.082)
Landover Hills *	1687	$0.480	($0.232)
Laurel	25115	$0.720	$0.008
Morningside *	2015	$0.780	$0.068
Mt. Rainier	8080	$0.790	$0.078
North Brentwood *	517	$0.347	($0.365)
Riverdale	6956	$0.677	($0.035)
Seat Pleasant	4542	$0.580	($0.132)
University Park	2548	$0.584	($0.128)
Upper Marlboro *	631	$0.240	($0.472)
	Average Tax Rate	$0.551	($0.161)

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 2013
MUNICIPAL TAX RATES
$1.200
$1.000
$0.800
$0.600
$0.400
$0.200
$0.000
Berwyn Heights
Bladensburg
Bowie *
Brentwood *
Capitol Heights *
Cheverly *
College Park *
Colmar Manor *
Cottage City
District Heights
Eagle Harbor *
Edmonston *
Fairmont Heights *
Forest Heights *
Glenarden *
Greenbelt
Hyattsville
Landover Hills *
Laurel
Morningside *
Mt. Rainier
North Brentwood *
Riverdale
Seat Pleasant
University Park
Upper Marlboro *
COST PER $100 ASSESSED VALUE(ALPHA ORDER)

CURRENT REAL PROPERTY TAX RATES OF
MUNICIPALITIES IN PRINCE GEORGES COUNTY
(FOR THE TAXABLE YEAR ENDING JUNE 30, 2013)
COST PER $100 OF ASSESSED VALUE (NUMERICAL ORDER)

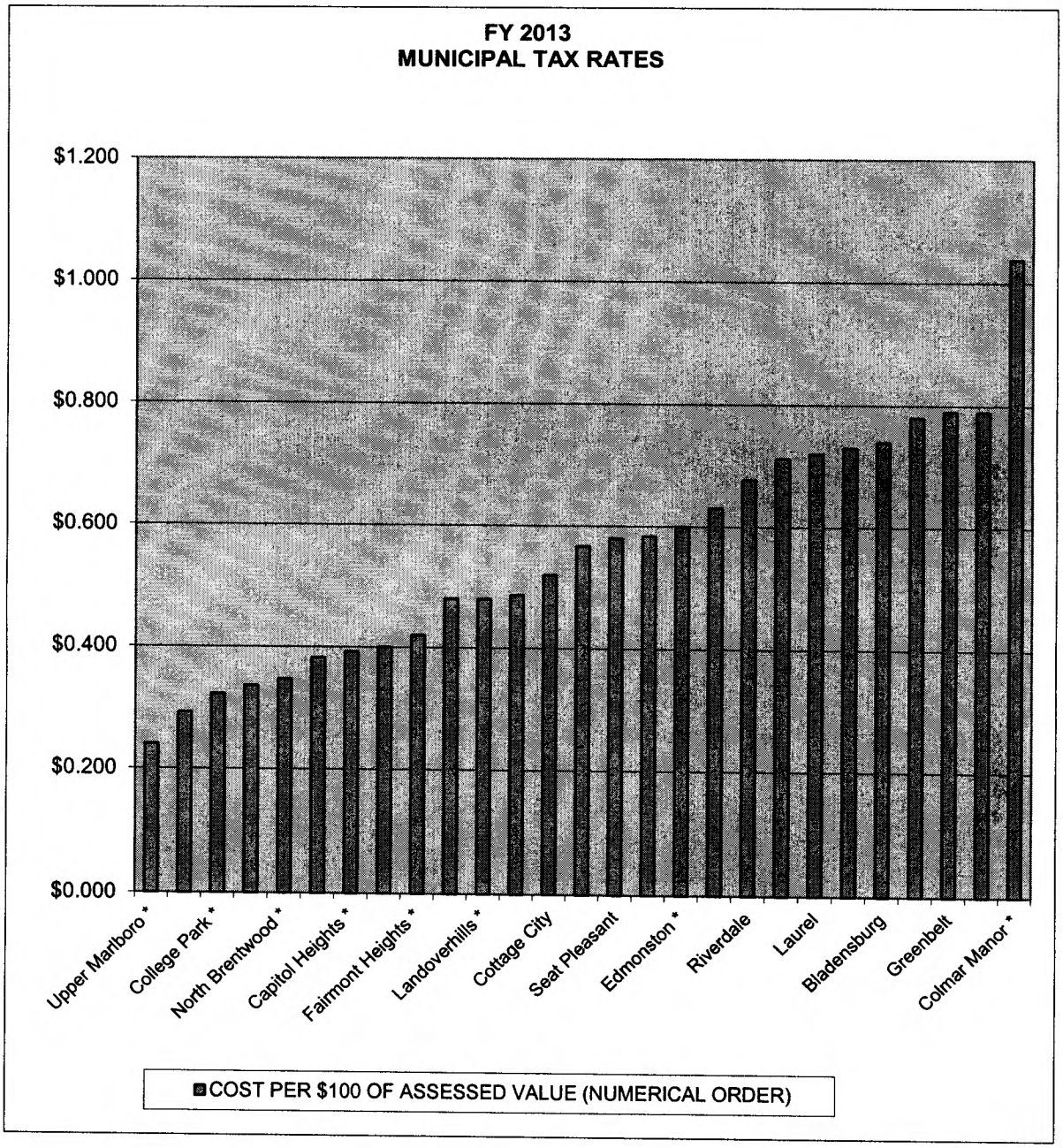
Municipal property taxes in Prince Georges's County range from $0.24 to $1.038 per $100 of assessed valuation. The City of New Carrollton's tax rate is 20th out of twenty-seven County municipalities. The average rate $0.557

COST PER $100 OF ASSESSED VALUE (NUMERICAL ORDER)

MUNICIPALITY	POPULATION	PER $100 TAX RATE	+OVER THE AVG. () UNDER
NEW CARROLLTON	12135	$0.7121	$0.155
Upper Marlboro *	631	$0.240	($0.472)
Eagle Harbor *	63	$0.292	($0.420)
College Park *	30413	$0.322	($0.390)
Glenarden *	6000	$0.336	($0.376)
North Brentwood *	517	$0.347	($0.365)
Brentwood *	3046	$0.382	($0.330)
Capitol Heights *	4337	$0.392	($0.320)
Bowie *	54727	$0.400	($0.312)
Fairmont Heights *	1494	$0.420	($0.292)
Cheverly *	6173	$0.480	($0.232)
Landoverhills *	1687	$0.480	($0.232)
Berwyn Heights	3123	$0.486	($0.226)
Cottage City	1305	$0.520	($0.192)
Forest Heights *	2447	$0.567	($0.145)
Seat Pleasant	4542	$0.580	($0.132)
University Park	2548	$0.584	($0.128)
Edmonston *	959	$0.600	($0.112)
Hyattsville	14733	$0.630	($0.082)
Riverdale	6956	$0.677	($0.035)
New Carrollton	12135	$0.712	$0.000
Laurel	25115	$0.720	$0.008
District Heights	5837	$0.730	$0.018
Bladensburg	9148	$0.740	$0.028
Morningside *	2015	$0.780	$0.068
Greenbelt	23068	$0.790	$0.078
Mt. Rainier	8080	$0.790	$0.078
Colmar Manor *	1404	$1.038	$0.326
	Average Tax Rate	$0.557	($0.155)

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

APPENDIX H



APPENDIX H (PART-2)

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