

CITY OF GLENARDEN

FY 2022 APPROVED BUDGET



OPERATING BUDGET SUMMARY

The following provides a summary of and details regarding revenues, expenditures and fund balances. Including various summary graphs showing the City's revenue and expenditure history.



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CITY OF GLENARDEN

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City of Glenarden

From the Office of the Mayor

July 19, 2021

Residents of Glenarden, Honorable Council President and Members of the City Council:

The Fiscal Year 2022 (FY22) City Budget is submitted for your review and consideration. The budget document provides the estimated revenue sources along with the City's proposed spending for the various City departments, programs, and activities. The budget is balanced and maintains the same high level of service through FY22. The City will also be able to undertake infrastructure upgrades, capital projects and the acquisition of needed vehicles and equipment.

We are maintaining the Constant Yield and thus reducing the effective real property tax rate to 0.3481. In adopting the constant yield tax rate, the City will be able to maintain the current level of service and have sufficient revenues to cover the FY22 expenditures and capital improvements. The proposed budget also includes a 3.0% COLA for all employees.

Revenues	FY 2022	Expenditures	FY 2022
Local Property & Income Taxes	\$3,771,279	Administration & Finance	\$818,541
Fines, Fees, License & Permits	\$248,375	Public Works	\$515,121
Intergovernmental	\$96,001	Police & Code Enforcement	\$1,760,139
Interfund Transfer & Service Fees	\$639,250	Legislation & Mayor	\$292,859
Other Financial Sources/Revenues	\$91,450	General Operations	\$1,287,737
		Other Dept & ARPA Expenditures	\$153,155
		Budget Surplus to Capital Funding	\$18,803
Total	\$4,846,355	Total	\$4,846,355

Overall

Returned many budget items to pre-COVID-19 levels: conferences/travel, training, special events, etc.
Investigating moving to the State Retirement system.



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OPERATING BUDGET

CITY OF GLENARDEN



- REVENUE & EXPENDITURES HISTORY
- REVENUES AND RESOURCES
- EXPENDITURES AND RESERVES

City of Glenarden
 FY 2022
 Approved Budget

7/19/2021

FY22 Approved Budget

(Rev 07/19/2021)

GENERAL FUND

REVENUES

	FY19 Actual Expenditures	FY20 Actual Expenditures	FY21 Approved Budget	FY22 Approved Budget	% Change (+/-) FY21-FY22
Local Taxes:					
Real Property Tax	2,576,037	2,685,806	2,590,065	2,759,779	6.55%
Personal Property Tax - current year	111,005	193,646	150,000	150,000	0.00%
Personal Property Tax - prior year	-	-	37,500	37,500	0.00%
Admissions Tax	4,122	20,905	18,000	16,000	-11.11%
Hotel/Motel tax	76,118	116,139	50,000	100,000	100.00%
Penalties & Interest	-	-	8,000	8,000	0.00%
Income Tax - Individual	736,401	626,204	375,000	700,000	86.67%
Total Local Taxes	3,503,683	3,642,700	3,228,565	3,771,279	16.81%
Transfer from Highway User Fund	-	-	-	-	0.00%
Licenses & Permits					
Business Licenses	88,598	12,792	30,000	30,000	0.00%
Permits - Building	27,981	8,134	20,000	20,000	0.00%
Permits - Building (DR Horton-WTC)	5,087	-	-	-	0.00%
Permits - Building (Petrie-WTC)	-	-	94,475	94,475	0.00%
Permits - Penrose	-	50,452	50,400	50,400	0.00%
Permits - Commercial	-	-	7,500	7,500	0.00%
Citation	8,709	8,853	2,000	8,000	300.00%
Finger Printing	5,870	3,958	6,000	6,000	0.00%
Finger Printing - LiveScan	30,259	27,507	30,000	30,000	0.00%
Towing	5,850	2,000	2,000	2,000	0.00%
Total Licenses & Permits	172,354	113,696	242,375	248,375	2.48%
Intergovernmental					
Pilot Housing Authority	17,106	-	19,629	19,629	0.00%
American Rescue Plan Act (ARPA)	-	-	-	0	0.00%
Summer Employment	-	-	-	-	0.00%
MD State Police Grant	61,487	63,767	60,000	60,000	0.00%
County Disposal Rebate	12,279	16,372	16,372	16,372	0.00%
Grant - PGC Special Appropriation	-	-	-	-	0.00%
Total Intergovernmental	90,872	80,139	96,001	96,001	0.00%
Service Charges					
Street Lights	113,750	113,750	113,750	113,750	0.00%
Sanitation	413,000	413,000	430,000	430,000	0.00%
Total Service Charges	526,750	526,750	543,750	543,750	0.00%
Interfund Transfers					
To General Fund from Enterprise Fund	-	-	20,000	-	-100.00%
Operating Transfer- Opto-Traffic **	41,636	25,179	30,000	30,000	0.00%
Operating Transfer- PEG Grant**	45,483	36,702	40,500	25,500	-37.04%
To Capital Projects from General Fund Operations	(185,000)	(180,000)	-	-	0.00%
To General Fund from Highway User	21,848	21,848	40,000	40,000	0.00%
Total Interfund / Intrafund Transfers	(76,033)	(96,271)	130,500	95,500	-26.82%
Other Financial Sources					
Franchise Fees	84,737	95,216	77,000	77,000	0.00%
Interest and Other Income	10,661	1,768	1,200	1,200	0.00%
Dial a Bus / Bus Shelter	915	3,628	750	750	0.00%
MXT Developers Reimbursement	-	-	-	-	0.00%
Police Gas Contributions	7,732	7,409	7,000	7,000	0.00%
Miscellaneous	19,904	16,734	5,500	5,500	0.00%
COG Savings	-	-	76,796	-	-100.00%
General Fund Surplus	-	-	8,592	-	-100.00%
Total Other Financial Sources	123,949	124,755	176,838	91,450	-48.29%
TOTAL REVENUES - GENERAL FUND	4,341,575	4,391,769	4,418,029	4,846,355	9.69%

**City of Glenarden
FY 2022
Approved Budget**

7/19/2021

FY22 Approved Budget

	FY19 Actual Expenditures	FY20 Actual Expenditures	FY21 Approved Budget	FY22 Approved Budget	% Change (+/-) FY21-FY22
EXPENDITURES					
Administration					
Salaries & Benefits	251,290	282,517	307,342	377,294	22.76%
Professional Services	8,000	14,653	72,000	54,000	-25.00%
Communications	2,195	3,854	6,500	6,500	0.00%
Temporary Employment	2,969	13,475	5,000	5,000	0.00%
Office Supplies	4,711	10,727	7,200	7,200	0.00%
Support Equipment / Computers	1,181	5,801	4,000	4,000	0.00%
Conference Training & Dues	2,885	4,556	4,500	5,750	27.78%
Special Events	9,582	11,874	2,500	10,000	300.00%
	-	-	-	-	0.00%
Repairs, Maintenance and Misc Expense	1,670	409	-	250	0.00%
Energy Expense	-	1,354	-	2,500	0.00%
Election Board Expenses	-	-	30,000	43,000	43.33%
General Expense	386	292	300	500	66.67%
Total Administration	284,869	349,512	439,342	515,994	17.45%
Legal					
Professional Services	25,568	38,800	60,000	60,000	0.00%
Total Legal	25,568	38,800	60,000	60,000	0.00%
American Rescue Plan Act (ARPA)					
American Rescue Plan Act (ARPA)	-	-	-	0	0.00%
Total ARPA	-	-	-	0	0.00%
Cable					
Professional Services, Salaries and other Compensation	24,241	18,153	20,000	25,000	25.00%
Security Service	411	614	500	500	0.00%
PEG Grant - Consultant	-	-	5,000	5,000	0.00%
Support Equipment & Maintenance	10,641	7,429	1,000	27,750	2675.00%
Communications- Mayors Monthly TV Show & PSA's	-	-	-	-	0.00%
INET	10,148	10,506	11,000	10,500	-4.55%
Total Cable Dept	45,441	36,702	37,500	68,750	83.33%
Legislative					
Salaries & Benefits	91,125	90,032	116,987	152,281	30.17%
Conference & Training	13,863	7,789	8,750	36,750	320.00%
Membership & Dues	7,244	6,900	7,190	7,190	0.00%
Codification	3,352	1,195	4,195	4,195	0.00%
Communications	3,508	4,481	2,500	2,500	0.00%
Office Supplies	7,887	6,599	10,000	10,000	0.00%
Support Equipment / Computers	-	-	-	3,000	0.00%
Advertising, Awards, and Shorescan	6,456	4,006	6,000	6,000	0.00%
Maintenance - Computer System	50	2,029	2,500	2,500	0.00%
Summer Youth Employment	150	-	-	-	0.00%
Temporary Staffing	-	-	-	-	0.00%
Professional Services	275	315	13,000	13,000	0.00%
Legal Services	568	-	5,000	5,000	0.00%
Special Events	52,991	35,158	23,000	23,000	0.00%
Discretionary	1,162	1,818	2,100	2,100	0.00%
Total Legislative	188,631	160,322	201,222	267,516	32.95%
Finance					
Salaries & Benefits	201,725	204,802	217,045	198,334	-8.62%
Professional Services	11,475	23,867	28,000	28,000	0.00%
Conference & Training	5,766	1,410	3,000	4,500	50.00%
Membership & Dues	290	909	1,000	1,000	0.00%
Temporary Staffing	-	-	5,000	27,713	454.27%
Office Supplies	1,839	2,761	3,500	3,500	0.00%
Support Equipment / Computers	2,107	4,978	3,000	3,000	0.00%
Communications	720	3,399	3,300	3,300	0.00%
Advertisement	-	-	100	100	0.00%
Publications and Reviews	-	-	100	100	0.00%
Software / System Maintenance	8,404	6,613	8,500	32,000	276.47%
General Expenses	-	546	1,000	1,000	0.00%
Total Finance	232,326	249,285	273,545	302,547	10.60%

**City of Glenarden
FY 2022
Approved Budget**

7/19/2021

<i>FY22 Approved Budget</i>	FY19 Actual Expenditures	FY20 Actual Expenditures	FY21 Approved Budget	FY22 Approved Budget	% Change (+/-) FY21-FY22
Executive Office					
Salaries & Benefits	6,460	7,077	6,459	9,043	40.00%
Conference & Training	2,213	850	6,000	6,000	0.00%
Membership & Dues	1,012	1,060	1,100	1,100	0.00%
Communications	1,265	1,509	2,000	2,000	0.00%
Professional Services	-	-	2,500	2,500	0.00%
Advertising	700	-	1,200	1,200	0.00%
Support Equipment - Furniture	-	1,801	2,000	2,000	0.00%
General Expense	-	200	300	300	0.00%
Office Supplies	73	310	1,200	1,200	0.00%
Total Executive Office	11,723	12,807	22,759	25,343	11.35%
Public Safety					
Salaries & Benefits	983,763	1,007,895	1,192,995	1,300,036	8.97%
Conference & Training	2,230	1,355	14,400	14,400	0.00%
Equipment	21,017	54,972	54,260	54,260	0.00%
Live Scan Expense	14,377	17,566	16,000	16,000	0.00%
New Police Cars, upfits and equipment	-	162,361	-	-	0.00%
Supplies	14,832	9,290	18,048	18,048	0.00%
Communications	9,419	21,794	32,160	32,160	0.00%
Explore Program	21	475	4,000	4,000	0.00%
Police Trial Board Expenditures	-	-	15,000	15,000	0.00%
New Officer Start Up Cost	2,402	8,578	13,000	13,000	0.00%
Examinations	1,380	1,661	3,000	3,000	0.00%
Repairs & Maintenance	36,459	21,016	46,620	46,620	0.00%
Tasers	-	-	-	21,628	-
Membership/Dues	1,245	1,335	1,500	1,500	0.00%
Gasoline	60,769	53,031	65,000	65,000	0.00%
Special Events	7,710	8,782	10,000	10,000	0.00%
Total Public Safety	1,155,624	1,370,111	1,485,983	1,614,652	8.66%
Code Enforcement					
Salaries & Benefits	82,192	84,658	88,317	132,137	49.62%
Conference & Training	50	395	1,500	1,500	0.00%
Software	-	-	1,000	1,000	0.00%
Support Equip	-	-	-	-	0.00%
Supplies	1,000	2,700	2,800	2,800	0.00%
Communications	1,874	2,314	1,000	2,500	150.00%
Repairs & Maintenance	1,359	5,299	1,700	1,700	0.00%
Gasoline Expense	839	1,637	2,500	2,500	0.00%
Support Equipment	8,253	22	1,350	1,350	0.00%
Total Code Enforcement	95,567	97,025	100,167	145,487	45.24%
Public Works					
Salaries & Benefits	269,914	244,264	309,155	356,081	15.18%
Conference / Training / Dues	1,020	352	4,000	1,750	-56.25%
Street / Park Maintenance	17,352	10,648	35,000	25,000	-28.57%
Building Supplies	9,598	5,228	9,000	9,000	0.00%
Office Supplies	651	3,103	500	500	0.00%
Communications	820	3,215	3,000	3,000	0.00%
Support Equipment	6,194	7,107	27,000	3,790	-85.96%
Uniforms and Protective Equipment	12,979	16,907	7,500	13,500	80.00%
Professional Services	82	5,475	6,000	2,500	-58.33%
Repairs & Maintenance - Vehicles	21,673	11,583	21,000	11,000	-47.62%
Repairs & Maintenance - Bldg	15,863	31,421	20,000	35,000	75.00%
Maintenance Equipment & Security	12,889	9,118	17,500	7,500	-57.14%
Contract Services	38,351	5,106	40,000	40,000	0.00%
Energy Expense	741	-	15,000	5,000	-66.67%
Yard Waste Removal	851	496	4,000	1,500	-62.50%
Total Public Works	408,978	354,023	518,655	515,121	-0.68%

City of Glenarden
 FY 2022
 Approved Budget

7/19/2021

FY22 Approved Budget

	FY19 Actual Expenditures	FY20 Actual Expenditures	FY21 Approved Budget	FY22 Approved Budget	% Change (+/-) FY21-FY22
General Operations					
Utilities City Hall	130,584	159,169	149,300	147,800	-1.00%
Workers' Compensation	120,283	126,257	135,000	135,000	0.00%
Advertising & Other	-	811	1,500	1,500	0.00%
Telephone	31,344	6,233	8,500	8,750	2.94%
Copier	10,459	11,226	6,000	12,800	113.33%
General and Bond Insurance	54,679	60,861	60,638	62,787	3.54%
Services Fees / Payroll Fees / Other	12,289	14,261	16,000	13,000	-18.75%
Postage	24,902	13,257	15,000	15,000	0.00%
Unemployment Insurance	9,977	12,247	32,585	15,000	-53.97%
Computer Maintenance	14,400	16,138	24,000	30,000	25.00%
Storage and Archiving Fees	5,603	8,144	10,000	7,500	-25.00%
Contract Services	425,415	507,967	430,000	430,000	0.00%
Pension Expense	6,292	-	11,000	11,000	0.00%
Newsletter Printing and Postage	-	-	4,000	4,000	0.00%
Youth Services	-	-	5,000	5,000	0.00%
Misc Expense -	316	-	5,000	5,000	0.00%
Supplies	7,690	3,720	6,600	6,600	0.00%
Drug Screening	-	119	400	500	25.00%
Website	12,700	369	6,000	10,000	66.67%
Admin Pool Car Maintenance	-	-	-	2,500	0.00%
Bank Fees	4,132	4,437	4,000	4,000	0.00%
Health Care Insurance	218,364	325,938	360,000	360,000	0.00%
Total General Operations	1,089,429	1,271,154	1,290,523	1,287,737	-0.22%
Debt Service					
SunTrust Loan - Police Cars & Upfitting (2)	25,207	25,207	25,212	12,585	-50.08%
Car Loan/Lease	2,773	-	-	-	0.00%
Total Debt Services	27,980	25,207	25,212	12,585	0.00%
Other Expenditures					
Woodmore Community Center/Police Substation					
Expenses					
Salaries & Benefits					
Utilities	-	500	500	300	-40.00%
Telephone & Communications	-	1,200	1,200	200	-83.33%
Office Supplies	811	563	500	500	0.00%
Supplies - Set up	962	340	1,000	1,000	0.00%
Cleaning Supplies	370	904	500	500	0.00%
Building Maintenance & Repairs	-	385	4,000	2,000	-50.00%
Furniture	-	-	-	-	
Total Woodmore Community Center	2,143	3,892	7,700	4,500	15.62%
Veterans Memorial Park					
Expenses					
Salaries and Benefits	618	-	-	-	
Landscaping, maintenance, and electrical work	-	12,000	7,000	7,320	-39.00%
Total Veterans Memorial Park	618	4,684	7,000	7,320	56.28%
Total Other Expenditures	2,761	8,576	14,700	11,820	37.83%
TOTAL EXPENDITURES - GENERAL FUND	3,568,896	3,973,525	4,469,608	4,827,552	21.49%
Subtotal - Budget Surplus (Deficit)	772,679	418,244	(51,580)	18,803	-95.50%

City of Glenarden
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7/19/2021

FY22 Approved Budget

	FY19 Actual Expenditures	FY20 Actual Expenditures	FY21 Approved Budget	FY22 Approved Budget	% Change (+/-) FY21-FY22
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SPECIAL REVENUE FUND

Special Appropriations Grant

American Rescue Plan Act (ARPA)

Revenues					
Coronavirus Local Fiscal Recovery Fund (CLFRF)	-	-	-	2,161,683	
Expenditures					
Total Expenditures	-	-	-	0	
Subtotal - Budget Surplus	-	-	-	2,161,683	

Special Police Grant

Revenues					
State police Grant	60,000	64,704	60,000	60,000	0.00%
Expenditures: Police					
Examinations	1,000	1,000	1,000	1,000	0.00%
Memberships & Dues	1,000	1,000	1,000	1,000	0.00%
Uniforms	7,100	7,100	7,100	7,100	0.00%
Police Clerk - Partial Salary	10,000	10,000	10,000	10,000	0.00%
Energy -Gasoline	37,500	37,500	37,500	37,500	0.00%
Office Supplies	2,500	2,500	2,500	2,500	0.00%
Operating Supplies	900	900	900	900	0.00%
Total expenditures	60,000	60,000	60,000	60,000	0.00%
Subtotal - Budget Surplus/(Deficit)	-	4,704	-	-	-100.00%

PEG Grant

Revenues					
Revenues - Current Year Cable PEG (3%) Revenues	62,929	63,519	48,000	48,000	0.00%
Revenues - Use of Grant Funds Generated in Previous Year	-	-	-	-	0.00%
Expenditures					
INET Expenditures (paid using PEG - 3% funds)	10,148	10,506	-	-	0.00%
Alarm Services - Cable Room	453	614	500	500	0.00%
Purchase of Cable Equipment	10,641	7,429	40,000	25,000	-37.50%
Total expenditures	45,483	36,702	40,500	25,500	-30.52%
Subtotal - Budget Surplus/(Deficit)	17,446	26,817	7,500	22,500	

Camera Photo Enforcement

Revenues					
Revenues from Speed Camera	41,636	25,179	30,000	30,000	0.00%
Prior year Speed Camera Revenue	102,010	-	-	-	0.00%
	143,646	25,179	30,000	30,000	19.15%

City of Glenarden
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7/19/2021

<i>FY22 Approved Budget</i>	FY19 Actual Expenditures	FY20 Actual Expenditures	FY21 Approved Budget	FY22 Approved Budget	% Change (+/-) FY21-FY22
Expenditures					
Salaries and Wages, Payroll Taxes					
Professional Services	-	-	-	-	0.00%
Supplies (Ammunition, Communication and Uniforms)	-	-	-	-	0.00%
Repairs & Maintenance	-	-	-	-	0.00%
Support Equipment (Police Body Cameras, Six Repl. Vests)	-	1,700	19,972	19,972	0.00%
Support Equipment (Two New Police Cars, Upfitting & Radios)	102,010	-	-	-	0.00%
Explorer Program	-	-	4,000	4,000	0.00%
Maintenance Agreement	-	2,248	2,248	2,248	0.00%
Communications	-	12,166	-	-	0.00%
Ammunition	-	-	3,500	3,500	0.00%
Total expenditures	102,010	16,114	29,720	29,720	84.44%
Subtotal - Budget Surplus/(Deficit)	41,636	9,065	280	280	
Nutritional Site					
Revenues	8,682	14,470	11,576	11,576	0.00%
Expenditures					
Operating Supplies	588	2,271	1,500	1,500	0.00%
Utilities	488	1,500	1,500	1,500	0.00%
Building Maintenance	-	300	6,576	6,576	0.00%
Appliance Maintenance	-	-	-	-	0.00%
Games, Programs and Misc Exp	-	-	2,000	2,000	0.00%
Total Expenditures	1,076	4,071	11,576	11,576	184.35%
Subtotal - Budget Surplus (Deficit)	7,606	10,399	-	-	
Prince Georges County - Coronavirus Relief Grant					
Revenues	-	-	378,000	-	100.00%
Expenditures					
Compensation - Temporary	-	-	14,685	-	100.00%
Compensation - Hazard Pay	-	-	142,117	-	100.00%
Compensation - Personal Service Contracts -Sanitizing Bldg	-	-	18,000	-	100.00%
Fringe benefits	-	-	13,372	-	100.00%
Outreach	-	-	19,562	-	100.00%
Personal Protection Equipment	-	-	85,203	-	100.00%
Upgrade phone Equipment, install VPN & Purchase Laptops	-	-	4,061	-	100.00%
Distance Learning Expenses	-	-	81,000	-	100.00%
Total Expenditures	-	-	378,000	-	100.00%
Subtotal - Budget Surplus (Deficit)	-	-	-	-	
Total Surplus (Deficit) - All Special Revenue Funds	66,688	50,985	7,780	2,184,463	4184.52%

CAPITAL PROJECTS FUND

FINANCING SOURCES					
FY2022 Budget Surplus	-	-	-	18,803	0.00%
General Fund Surplus	90,000	-	509,963	496,000	-2.74%
General Fund Revenues	185,000	60,000	-	-	0.00%
General Fund Surplus - police cars	-	-	116,321	120,686	3.75%
SHA Funds - Prior year	-	-	187,241	187,241	0.00%
Design build out city entry sign (reserve build permit)	-	-	-	-	0.00%
Open Space Grant	-	-	183,500	173,060	-5.69%
State SHA Grant	-	143,573	-	-	0.00%
Fee in Lieu of Trees	-	49,088	-	-	0.00%
Highway User Revenue	142,255	-	171,992	183,985	6.97%
Energy Grant	-	-	50,000	-	-100.00%
Suntrust Loan	-	-	-	-	0.00%
Transfer from Enterprise Fund - Gold Room***	30,000	-	-	-	0.00%
Total Financing Sources	447,255	252,661	1,219,017	1,179,776	366.94%

City of Glenarden
FY 2022
Approved Budget

7/19/2021

FY22 Approved Budget

	FY19 Actual Expenditures	FY20 Actual Expenditures	FY21 Approved Budget	FY22 Approved Budget	% Change (+/-) FY21-FY22
CAPITAL EXPENDITURES					
City Hall New Insulation	-	-	100,000	100,000	0.00%
Gold Room Cleaning and Renovation	-	-	-	-	0.00%
Generator (includes engineering) - If funds are available	-	-	10,000	-	-100.00%
Support Equipment (Two Police Cars, Upfitting & Radios)	-	-	116,321	120,686	3.75%
Support Equipment (Admin pool car)	-	-	-	30,000	0.00%
New Marques (1@ \$40,000)	174	16,600	-	-	0.00%
Replace Electrical Breaker Boxes in and around Gold Room	-	6,800	21,000	-	-100.00%
Elevator Project	-	-	250,000	-	-100.00%
Repave parking lot at Municipal Center	-	-	75,000	-	-100.00%
Highway User Fund Surpluss***	-	-	-	-	0.00%
MLK Park Renovations	-	-	183,500	173,060	-5.69%
New Carpet for Upper Level	-	-	10,000	-	-100.00%
Support Equipment - HVAC	-	-	50,000	-	-100.00%
Electric Car - Code	-	-	50,000	30,000	-40.00%
City Side Walk Construction and ADA Compliance	-	-	35,000	35,000	0.00%
Roof Replacement & related expenses	-	14,819	-	-	0.00%
Ward 3 Streets	21,551	15,063	219,937	179,865	-18.22%
Ward 3 Streets - Additional Appropriations	-	-	-	-	0.00%
F250 Truck with Plow and Spreader for Public Works	36,000	-	-	55,000	0.00%
AEDs for the Municipal Center (Admin, DPW, PD and Gold Room)	-	-	-	10,000	0.00%
A/C Heat Pump Replacement	-	-	-	8,000	0.00%
Street paving, curb and gutters	-	-	-	250,000	0.00%
DPW F250 Truck Plow Attachment	-	-	-	7,500	0.00%
New Computers	1,615	28,829	-	-	0.00%
Subtotal Capital Projects Expenditures	-	-	-	-	0.00%
Tree Plan - Tree Maintenance	-	74,556	-	-	0.00%
Operating Transfer - Hwy User to Genl Fund - current	-	-	40,000	-	-100.00%
Operating Transfer - Hwy User to Genl Fund - prior year	-	-	-	-	0.00%
Total Capital Projects Expenditures	59,340	156,667	1,160,758	999,111	-13.93%
Subtotal - Budget Surplus (Deficit) Capital Projects	387,915	95,994	58,259	180,664	210.11%
Reserve for City Saving Account	-	(70,000)	-	-	0.00%
Reserve for Capital Projects	-	(150,000)	-	-	0.00%
Total Budget Surplus - All Governmental Funds	1,227,282	345,223	14,459	2,365,127	585.10%

ENTERPRISE FUND BUDGET (GAAP BASIS)

OPERATING REVENUES					
Rentals	-	17,462	138,500	138,500	0.00%
Interest Income	-	-	-	-	0.00%
Forfeited Deposits	-	-	-	-	0.00%
City Sponsored Events	-	-	-	-	0.00%
Other Revenues	26	30	-	-	0.00%
Total Operating Revenues	26	17,492	138,500	138,500	691.79%
EXPENSES					
Salaries and Benefits	96,261	99,149	71,509	101,099	41.38%
Licenses	-	-	2,000	2,000	0.00%
Set-Up Expenses	-	1,254	9,000	4,800	-46.67%
Cleaning Supplies	542	1,904	3,500	3,500	0.00%
Conference & Training	-	-	1,000	1,000	0.00%
Special Events	-	-	-	-	0.00%
Office Supplies	319	1,284	1,100	1,100	0.00%
Repairs and Maintenance	23,437	5,518	10,000	5,000	-50.00%
Depreciation Expense *	5,650	-	5,650	5,650	0.00%
Communications	-	236	1,200	1,200	0.00%
Transfers Out - to General Fund**	-	-	20,000	-	-100.00%
Kitchen Equipment Updates	-	-	-	-	0.00%
Uniforms	-	949	660	250	-62.12%
Membership Dues/Fees	-	-	-	-	0.00%
Bank Fees	690	787	2,000	2,000	0.00%
General Expense	5,000	-	5,000	5,000	0.00%
Safety Plan	-	-	-	-	0.00%
Capital Outlay - Tables/Chairs, Sound System for Gold Room	-	7,100	25,000	5,000	-80.00%
Total Operating Expenses	131,899	118,181	157,619	137,599	16.43%
Total Surplus/(Deficit) - Enterprise Fund	(131,873)	(100,689)	(19,119)	901	-100.90%

* Non-Cash Expense

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

REVENUES AND RESOURCES

CITY OF GLENARDEN



- ADMINISTRATION
- LEGAL
- CABLE DEPARTMENT
- LEGISLATIVE OFFICE
- FINANCE
- EXECUTIVE OFFICE
- PUBLIC SAFETY
- CODE ENFORCEMENT
- PUBLIC WORKS
- GENERAL OPERATIONS
- WTC COMMUNITY CENTER
- VETERAN'S MEMORIAL
- GOLD ROOM

ADMINISTRATION

CITY OF GLENARDEN



**City of Glenarden
FY2022
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ADMINISTRATION

Description

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

PERSONNEL EXPENDITURES:

Salary & Wages	Status/ Detail	Number	FY19 Actual Expenditures	FY20 Actual Expenditures	FY21 Approved Budget	FY22 Approved Budget	FY22->FY21 Change
City Manager	Active	1	\$ 85,490	\$ 88,055	\$ 90,696	\$ 100,000	\$ 9,304
Human Resources Specialist (P/T)	Active (30hrs/wk)	1	\$ 35,000	\$ 52,478	\$ 55,708	\$ 67,379	\$ 1,671
Executive Assistant	Active	1	\$ 48,583	\$ 50,040	\$ 53,046	\$ 54,637	\$ 1,591
Administrative Assistant	Active	1	\$ 33,842	\$ 37,000	\$ 39,249	\$ 40,426	\$ 1,177
Web Master/Media Specialist	Active	1	\$ -	\$ -	\$ 15,600	\$ 53,560	\$ 37,960
Bus Driver (P/T)	Active (30 hr/wk)	1	\$ 16,691	\$ 19,500	\$ 24,102	\$ 24,825	\$ 723
Benefits:							\$ -
Social Security/Medicare Tax	@ 7.65%	6	\$ 17,304	\$ 19,468	\$ 20,104	\$ 25,308	\$ 5,204
Retirement Contribution - City Mgr	@ 5%	1	\$ 4,275	\$ 4,403	\$ 4,535	\$ 5,000	\$ 465
Retirement Contribution - Others	7.0%	5	\$ 3,518	\$ 4,161	\$ 4,303	\$ 16,158	\$ 11,855
Salary Increase/COLA	0.03		\$ 6,588	\$ 7,412	\$ -	\$ -	\$ -
Total			\$ 251,290	\$ 282,517	\$ 307,342	\$ 377,294	\$ 69,952

EXPENDITURES SUPPORT DATA

Acct Code	Element/Object	Details	FY19 Actual Expenditures	FY20 Actual Expenditures	FY21 Approved Budget	FY22 Approved Budget	FY22->FY21 Change
10.10.10.7650	Conference & Training	MML Convention, MML Legislative Meeting City Manager, Prof. Dev. Training for support staff Mileage Reimbursement and Per Diem Expenses	\$ 2,763	\$ 2,871	\$ 3,000	\$ 3,000	\$ -
10.10.10.7651	HR Conference & Training	SHRM Conference, MML Employee training and seminars	\$ -	\$ -	\$ -	\$ 1,000	\$ 1,000
10.10.10.7960	Memberships & Dues	ICMA, ASPA, Md City/County Mgt Association, NFBPA; Staff Membership Associations	\$ 122	\$ 1,685	\$ 1,500	\$ 1,750	\$ 250
10.10.10.8647	Special Events	Community wide events and Citizen feedback forums Including: MLK Day - Black History Month - Veteran's, Memorial Day - Harvest Day for Kids	\$ 9,582	\$ 11,874	\$ 2,500	\$ 10,000	\$ 7,500
10.10.10.7131	Professional Services - Lobbyist / Consulting	Consulting Services for grant writing and planning services, including State Retirement System feasibility	\$ 8,000	\$ 4,000	\$ 12,000	\$ 22,000	\$ 10,000
10.10.10.7132	Professional Services - Engineering	Roof, Elevator, and other related Engineering Services	\$ -	\$ 10,653	\$ 60,000	\$ 32,000	\$ (28,000)
10.10.10.8630	Office Supplies	Letterhead, Envelopes, materials for brochures, ink toner and copier paper	\$ 4,711	\$ 10,727	\$ 5,200	\$ 5,200	\$ -
10.10.10.8361	Support Equipment	Office Desk & Chairs, Bookshelves, File Cabinets, Computer etc.	\$ 1,181	\$ 5,801	\$ 4,000	\$ 4,000	\$ -
10.10.10.8632	HR Supplies	Letterhead, Envelopes, Folders, Ink toner and copier paper	\$ -	\$ -	\$ 2,000	\$ 2,000	\$ -
10.10.10.7630	Communications - Landline Communications - Wireless	Telephone Expense, Verizon Wireless	\$ 2,195	\$ 3,854	\$ 6,500	\$ 6,500	\$ -
10.10.10.6120	Temporary Employment	Temporary Employment as needed when vacancies occur	\$ 2,969	\$ 13,475	\$ 5,000	\$ 5,000	\$ -
10.10.10.8612	Energy-Gasoline	Vehicle Fuel Expense	\$ -	\$ 1,354	\$ -	\$ 2,500	\$ 2,500
10.10.10.7300	Repairs & Maintenance - Vehicles	Repairs and Maintenance	\$ 1,670	\$ 409	\$ -	\$ 250	\$ 250
10.10.10.7710	Election Board	Voting Machines, Salaries, and Advertising Salaries	\$ -	\$ -	\$ 30,000	\$ 43,000	\$ 13,000
10.10.10.7840	General Expense	Miscellaneous Discretionary	\$ 386	\$ 292	\$ 300	\$ 500	\$ 200
Total Operating Expenditures			\$ 33,579	\$ 66,995	\$ 132,000	\$ 138,700	\$ 6,700
Total Department Expenditures			\$ 284,869	\$ 349,512	\$ 439,342	\$ 515,994	\$ 76,652

LEGAL

CITY OF GLENARDEN



**City of Glenarden
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7/19/2021

LEGAL

Description

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

My Version

EXPENDITURES SUPPORT DATA						
Element/Object	Details	FY19 Actual Expenditures	FY20 Actual Expenditures	FY21 Approved Budget	FY22 Approved Budget	FY22->FY21 Change
City Attorney	Legal service, including attending meetings and court appearances					
10.25.10.8211	Annual fees	\$ 25,568	\$ 38,800	\$ 60,000	\$ 60,000	\$ -
Total Expenditures		\$ 25,568	\$ 38,800	\$ 60,000	\$ 60,000	\$ -

CABLE DEPARTMENT

CITY OF GLENARDEN



City of Glenarden
FY 2022
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CABLE DEPT - Change to Communications Department

Description

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

OPERATING EXPENDITURES:

EXPENDITURES SUPPORT DATA

Acct Code	Element/Object	Details	FY19 Actual Expenditures	FY20 Actual Expenditures	FY21 Approved Budget	FY22 Approved Budget	FY22->FY21 Change
10.15.15.7130	Professional Service	Cable Room Operation; Communications Specialist, Technical Assistance Public Broadcasting Media	\$ 24,241	\$ 18,153	\$ 20,000	\$ 25,000	\$ 5,000
10.15.15.8187/ 8188	PEG Grant - Studio &	Consultant to Assess Upgrade of Video Equipment	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ -
10.15.15.8640	Operation Supplies	Misc. Media Supplies			\$ -	\$ 250	\$ 250
10.15.15.8720	Peg Grant - Support Equipment	Support Equipment - Paid with PEG Funds	\$ 2,228	\$ 3,245	\$ -	\$ 25,000	\$ 25,000
10.15.15.8360	Support Equipment	Studio Equipment, Computer, Repairs, etc	\$ 8,413	\$ 4,184	\$ 1,000	\$ 2,500	\$ 1,500
10.15.15.7630	Communications	Telephone Expense, New Cable Telephone Line	\$ 10,148	\$ 10,506	\$ 11,000	\$ 10,500	\$ (500)
10.15.15.7535	Interior Maintenance & Repairs	Interior Maintenance & Repairs					\$ -
10.15.15.8230	Alarm Services	Cable Room Security Expense	\$ 411	\$ 614	\$ 500	\$ 500	\$ -
Total Expenditures			\$ 45,441	\$ 36,702	\$ 37,500	\$ 68,750	\$ 31,250

LEGISLATIVE OFFICE

CITY OF GLENARDEN



**City of Glenarden
FY 2022
Approved Budget**

7/19/2021

LEGISLATIVE OFFICE

Description

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

PERSONNEL EXPENDITURES

Salaries & Wages	Status / Detail	Number	FY19 Actual Expenditures	FY20 Actual Expenditures	FY21 Approved Budget	FY22 Approved Budget	FY22->FY21 Change
Council Members	Active	7	\$ 33,601	\$ 33,766	\$ 33,600	\$ 50,400	\$ 16,800
Council Clerk	Active	1	\$ 46,443	\$ 47,540	\$ 50,732	\$ 57,000	\$ 6,268
Deputy Clerk (P/T)	Active (20hr)	1	\$ -	\$ -	\$ 22,000	\$ 28,500	\$ 6,500
Benefits:							
COLA Clerk	3.0%		\$ 3,162	\$ 1,470	\$ -	\$ -	\$ -
Merit Computation	2.0%		\$ -	\$ -	\$ -	\$ -	\$ -
Social Security	@ 7.65%	9	\$ 6,136	\$ 5,998	\$ 5,564	\$ 10,396	\$ 4,832
Bonus			\$ -	\$ -	\$ -	\$ -	\$ -
Retirement Plan	7.0%	2	\$ 1,783	\$ 1,258	\$ 5,091	\$ 5,985	\$ 894
Total Personnel Expenditures		9	\$ 91,125	\$ 90,032	\$ 116,987	\$ 152,281	\$ 35,294

OPERATING EXPENDITURES:

EXPENDITURES SUPPORT DATA

Acct Code	Element/Object	Details	FY19 Actual Expenditures	FY20 Actual Expenditures	FY21 Approved Budget	FY22 Proposed Budget	FY22->FY21 Change
10.30.10.7650	Conference & Training	Seven Council Members (Budget \$5,000 each) NLC MML Summer and Fall Conference NBC Summer and Fall Conference	\$ 11,674	\$ 5,490	\$ 7,000	\$ 35,000	\$ 28,000
10.30.10.7651	Conference & Training	IIMC Convention IIMC Clerk Certification Travel Quarterly Meeting	\$ 2,189 \$ - \$ -	\$ 2,004	\$ 1,500	\$ 1,500	\$ -
10.30.10.7960	Memberships & Dues	MD Municipal League, P.G. County Municipal Association, National League of Cities Clerk Association, IIMC Dues	\$ 7,244 \$ - \$ -	\$ 6,900	\$ 7,140	\$ 7,140	\$ -
10.30.10.6300	Summer program	Youth Summer Program	\$ 150	\$ -	\$ -	\$ -	\$ -
10.30.10.7130	Professional Services	Consulting Services, Temp. Employees, Parliamentarian - to attend public mtgs Marquee Maintenance	\$ 275 \$ - \$ -	\$ 315	\$ 5,000 \$ 6,000 \$ 2,000	\$ 5,000 \$ 6,000 \$ 2,000	\$ - \$ - \$ -
10.30.10.8211	Legal Services	Legal Services	\$ 568	\$ -	\$ 5,000	\$ 5,000	\$ -
10.30.10.8630	Office Supplies	Misc. Office Supplies & postage	\$ 7,887	\$ 6,599	\$ 10,000	\$ 10,000	\$ -
10.30.10.8631	Awards	Computers/laptops Employee Incentive & Other Awards	\$ - \$ 5,977	\$ - \$ 2,308	\$ - \$ 3,000	\$ 3,000 \$ 3,000	\$ 3,000 \$ -
10.30.10.7125	Shore Scan Expense	Shore Scan Document Managing System Fees	\$ 174	\$ 1,292	\$ 1,500	\$ 1,500	\$ -
10.30.10.7510	Advertising	Advertising	\$ 305	\$ 406	\$ 1,500	\$ 1,500	\$ -
10.30.10.8647	Special Events	Christmas Party HEAL City Events Community Outreach, and Glenarden Day	\$ - \$ - \$ 52,991	\$ - \$ - \$ 35,158	\$ - \$ 2,000 \$ 21,000	\$ - \$ 2,000 \$ 21,000	\$ - \$ - \$ -
10.30.10.7630	Communication	Telephone Expense, Verizon Wireless	\$ 3,508	\$ 4,481	\$ 2,500	\$ 2,500	\$ -
10.30.10.7660	Codification	eCode 360 Annual Maintenance Fee Updates	\$ - \$ 3,352	\$ 1,195 \$ -	\$ 1,195 \$ 3,000	\$ 1,195 \$ 3,000	\$ - \$ -
10.30.10.7121	Maintenance - Computer System	Computer maintenance and license support	\$ 50	\$ 2,029	\$ 2,500	\$ 2,500	\$ -
10.30.10.7840	General Expense	Council Discretionary Fund/including mailers, etc. (\$300 per council-member)	\$ 1,162	\$ 1,818	\$ 2,100	\$ 2,100	\$ - \$ -
Total Operating Expenditures			\$ 97,506	\$ 70,290	\$ 84,235	\$ 115,235	\$ 31,000
Total Expenditures			\$ 188,631	\$ 160,322	\$ 201,222	\$ 267,516	\$ 66,294

FINANCE

CITY OF GLENARDEN



**City of Glenarden
FY 2022
Approved Budget**

7/19/2021

FINANCE

Description

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

PERSONNEL EXPENDITURES:

Salaries & Wages	Status/Detail	Number	FY19 Actual Expenditures	FY20 Actual Expenditures	FY21 Approved Budget	FY22 Approved Budget	FY22->FY21
Treasurer	Active	1	\$ 76,491	\$ 78,786	\$ 83,584	\$ 64,091	\$ (19,492)
Staff Accountant	Active	1	\$ 51,298	\$ 52,837	\$ 56,045	\$ 57,727	\$ 1,681
Assistant Staff Accountant	Active	1	\$ 44,133	\$ 45,457	\$ 49,682	\$ 51,173	\$ 1,490
Social Security/Medicare Tax	@7.65%	3	\$ 13,334	\$ 13,706	\$ 14,482	\$ 13,234	\$ (1,249)
Retirement Benefits	7.0%	3	\$ 7,416	\$ 7,437	\$ 13,252	\$ 12,109	\$ (1,142)
Merit Incentive Audit Bonus - Treasurer			\$ -	\$ -	\$ -	\$ -	\$ -
Merit Computation	2.0%		\$ -	\$ -	\$ -	\$ -	\$ -
COLA Increase	3.0%		\$ 9,053	\$ 6,579	\$ -	\$ -	\$ -
Total Personnel Expenditures		3	\$ 201,725	\$ 204,802	\$ 217,045	\$ 198,334	\$ (18,712)

OPERATING EXPENDITURES:

EXPENDITURES SUPPORT DATA			FY19 Actual Expenditures	FY20 Actual Expenditures	FY21 Approved Budget	FY22 Approved Budget	
Acct Code	Element/Object	Details					
10.45.10.7650	Conference & Training	Uniform Financial Reporting, Treasurer's conference, MD Government Financial Officers Association, Seminars & workshop, mileage and meals Staff Development, MML Conference or MDGFOA Conference	\$ 5,766	\$ 1,410	\$ 3,000	\$ 4,500	\$ 1,500
10.45.10.7121	Accounting Software Maintenance	Software maintenance & Support Serv. Accounting Software Inventory Equipment and Accessories & Software	\$ 6,169	\$ 5,321	\$ 7,000	\$ 30,000	\$ 23,000
10.45.10.7125	Maintenance - Shore scan	Shorescan software maintenance & Support Service	\$ 2,235	\$ 1,292	\$ 1,500	\$ 2,000	\$ 500
10.45.10.8630	Office Supplies	Office supplies expense	\$ 1,839	\$ 2,761	\$ 3,500	\$ 3,500	\$ -
10.45.10.8361	Support Equipment /Computers	Office desk, File cabinet, Book case, Laptop Computer & office equipment	\$ 2,107	\$ 4,978	\$ 3,000	\$ 3,000	\$ -
10.45.10.7960	Memberships & Dues	Professional organizations for staff Finance Officers Assoc dues	\$ 290	\$ 909	\$ 1,000	\$ 1,000	\$ -
10.45.10.6120	Temporary Staffing	Temporary Staffing to assist with cleaning up and organizing the records in Finance Office	\$ -	\$ -	\$ 5,000	\$ 27,713	\$ 22,713
10.45.10.8380	Publications & Reviews	Newspaper & Magazines Budgeting & Accounting Reporting publications	\$ -	\$ -	\$ 100	\$ 100	\$ -
10.45.10.7130	Professional Services	Financial Statements Auditing Services FY 2020 and other Contractual consulting services	\$ 11,475	\$ 23,867	\$ 25,000	\$ 25,000	\$ -
10.45.10.7840	General Expense	Miscellaneous Expenses	\$ -	\$ 546	\$ 1,000	\$ 1,000	\$ -
10.45.10.7510	Advertisement	Classified ads	\$ -	\$ -	\$ 100	\$ 100	\$ -
10.45.10.7630	Communications	Telephone Expense, Verizon Wireless	\$ 720	\$ 3,399	\$ 3,300	\$ 3,300	\$ -
Total Operating Expenditures			\$ 30,601	\$ 44,483	\$ 56,500	\$ 104,213	\$ 47,713
Total Expenditures			\$ 232,326	\$ 249,285	\$ 273,545	\$ 302,547	\$ 29,002

EXECUTIVE OFFICE

CITY OF GLENARDEN



**City of Glenarden
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7/19/2021

EXECUTIVE OFFICE

Description

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

	Status/Detail	Number	FY19 Actual Expenditures	FY20 Actual Expenditures	FY21 Approved Budget	FY22 Approved Budget	FY22->FY21 Change
Salary							
Mayor	Active	1	\$ 6,000	\$ 6,618	\$ 6,000	\$ 8,400	\$ 2,400
Social Security	@.0765	1	\$ 460	\$ 459	\$ 459	\$ 643	\$ 184
Total Personnel Expenditures			\$ 6,460	\$ 7,077	\$ 6,459	\$ 9,043	\$ 2,584

OPERATING EXPENDITURES:

EXPENDITURES SUPPORT DATA							
Acct Code	Element/Object	Details	FY19 Actual Expenditures	FY20 Actual Expenditures	FY21 Approved Budget	FY22 Approved Budget	FY22->FY21 Change
10.50.10.7650	Conference & Training	Including, but not limited to: MML Summer Conferences Black Caucus Events Maryland Municipal League Fall Conference Nat'l Forum for Black Public Administrators Black Mayor Municipal Conference March DC Conference Meetings	\$ 2,213	\$ 850	\$ 6,000	\$ 6,000	\$ -
10.50.10.7960	Memberships & Dues	Miscellaneous Dues Expenditures National League of Cities	\$ 1,012	\$ 1,060	\$ 1,100	\$ 1,100	\$ -
10.50.10.7130	Professional Services	Consulting, Planning & Programs	\$ -	\$ -	\$ 2,500	\$ 2,500	\$ -
10-50-10-7510	Community Promotion Outreach	Promotional (Pen, Pencil, Pins, T-Shirts, Etc)	\$ 700	\$ -	\$ 1,200	\$ 1,200	\$ -
10.50.10.8360	Support Equipment	Office Furniture/Computer Equipment for Executive Assistant Office	\$ -	\$ 1,801	\$ 2,000	\$ 2,000	\$ -
10.50.10.7630	Communications	Telephone Expense, Verizon Wireless	\$ 1,265	\$ 1,509	\$ 2,000	\$ 2,000	\$ -
10.50.10.8630	Office Supplies	Misc. Office Supplies	\$ 73	\$ 310	\$ 1,200	\$ 1,200	\$ -
10.50.10.7840	General Expenses	Mayor Discretionary Fund	\$ -	\$ 200	\$ 300	\$ 300	\$ -
Total Operating Expenditures			\$ 5,263	\$ 5,730	\$ 16,300	\$ 16,300	\$ -
Total Expenditures			\$ 11,723	\$ 12,807	\$ 22,759	\$ 25,343	\$ 2,584

PUBLIC SAFETY

CITY OF GLENARDEN



**City of Glenarden
FY 2022
Approved Budget**

7/19/2021

PUBLIC SAFETY

Description

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

Salaries & Wages	Status/ Detail	Number	FY19 Actual Expenditures	FY20 Actual Expenditures	FY21 Approved Budget	FY22 Approved Budget	FY22->FY21 Change
Chief Police	Active	1	\$ 83,000	\$ 85,490	\$ 93,136	\$ 95,930	\$ 2,794
Captain	Active	1	\$ 62,000	\$ 63,860	\$ 67,743	\$ 71,320	\$ 3,577
Lieutenant	Active	1	\$ -	\$ 56,000	\$ 59,409	\$ 62,736	\$ 3,327
Sargeant	Active	1	\$ 49,845	\$ 54,000	\$ 57,288	\$ 60,551	\$ 3,264
Sargeant	Active	1	\$ 48,834	\$ 50,299	\$ 55,617	\$ 58,830	\$ 3,214
Corporal	Active	1	\$ 49,845	\$ 51,340	\$ 49,318	\$ 52,343	\$ 3,025
Corporal	Active	1	\$ 46,890	\$ 49,209	\$ 48,500	\$ 51,500	\$ 3,000
Detective (Vacant)	Active	1	\$ 47,741	\$ 49,173	\$ -	\$ 50,648	\$ 50,648
Private	Active	1	\$ 45,348	\$ -	\$ 54,203	\$ 57,374	\$ 3,171
Private	Active	1	\$ 45,348	\$ 46,709	\$ 46,683	\$ 50,589	\$ 3,907
Officer	Active	1	\$ 45,348	\$ 46,709	\$ 53,710	\$ 56,866	\$ 3,156
Officer	Active	1	\$ 45,348	\$ 46,709	\$ 50,046	\$ 53,093	\$ 3,046
Officer	InActive		\$ 45,348	\$ 46,709	\$ 45,355	\$ -	\$ (45,355)
Officer	Active	1	\$ 44,027	\$ 45,348	\$ 45,355	\$ 48,260	\$ 2,906
Officer	Active	1			\$ 45,355	\$ 48,260	\$ 2,906
Officer	Active	1			\$ 45,150	\$ 48,050	\$ 2,900
Officer	Active	1			\$ 45,150	\$ 48,050	\$ 2,900
Officer	Active	1	\$ 42,745	\$ 42,745	\$ 45,000	\$ 46,500	\$ 1,500
Officer	Active	1			\$ 45,000	\$ 46,500	\$ 1,500
Officer (P/T)	Active	1	\$ -	\$ -	\$ 22,002	\$ 23,413	\$ 1,410
Administrative Assistant	Active	1	\$ 39,145	\$ 45,319	\$ 46,683	\$ 48,083	\$ 1,400
Police Clerk	Active	1	\$ 30,550	\$ 31,466	\$ 33,743	\$ 34,755	\$ 1,012
Overtime	Overtime estimate		\$ 20,000	\$ -	\$ 20,000	\$ 20,000	\$ -
Benefits:							
Social Security/Medicare Tax	@ .0765	21	\$ 65,115	\$ 67,850	\$ 82,577	\$ 86,724	\$ 4,147
Retirement Plan - Chief	@ 3. %	1	\$ 2,490	\$ 2,565	\$ 2,794	\$ 2,878	\$ 84
Retirement Plan - Other Staff	7.0%	20	\$ 14,121	\$ 27,386	\$ 24,158	\$ 72,640	\$ 48,483
	up to 5% of Comp - Civilians		\$ 5,000	\$ 27,970	\$ 4,021	\$ 4,142	\$ 121
Merit Increase - to be split			\$ 61,647	\$ 25,693	\$ -	\$ -	\$ -
COLA Officers incl.Chief	3.0%		\$ -	\$ -	\$ 5,000	\$ -	\$ (5,000)
Awards and Promotions			\$ -	\$ -	\$ -	\$ -	\$ -
Total Personnel Expenditures		21	\$ 983,763	\$ 1,007,895	\$ 1,192,995	\$ 1,300,036	\$ 107,041

OPERATING EXPENDITURES:

EXPENDITURES SUPPORT DATA			FY19 Actual Expenditures	FY20 Actual Expenditures	FY21 Approved Budget	FY22 Approved Budget	FY22->FY21 Change
Acct Code	Element/Object	Details					
10.55.50.7650	Conference & Training	In-Service training, Weapon training based on 16 officers, Mental health training, and Active Shooter training	\$ 2,230	\$ 1,355	\$ 14,400	\$ 14,400	\$ -
10.55.50.7120	Maintenance Agreement	Maintenance office equipment and Copier	\$ 249	\$ -	\$ 2,220	\$ 2,220	\$ -
10.55.50.7123	Maintenance Agreement-Radio & Livescan	Police cruisers radio repairs, in car camera & computers; Maintenance agreement - Livescan	\$ 971	\$ 4,327	\$ 4,400	\$ 4,400	\$ -
10.55.50.7300	Repair & Maintenance-	Preventive maintenance	\$ 35,239	\$ 16,689	\$ 40,000	\$ 40,000	\$ -
10.55.50.7960	Membership/Dues	Membership and Dues	\$ 1,245	\$ 1,335	\$ 1,500	\$ 1,500	\$ -
10.55.50.8360	Support Equipment - Law Enforcement Supplies	ASP, pepper spray, etc. Vehicle law books, Crime digest - 5,000 Public Safety Equipment incl Taser Pmt, Hand Radio, Body camera pmt, vehicle computers,	\$ 21,017	\$ 54,972	\$ 54,260	\$ 54,260	\$ -
10.55.50.8360	Support Equipment -	New police cruisers, upfitting and radios 2 new cars, upfit of two cars, two car radios, one	\$ -	\$ 162,361		\$ -	\$ -

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10.55.50.8360	Support Equipment -	Police support equipment Two tazers,two body cameras	\$ -	\$ 2,921	\$ -	\$ 21,628	\$ 21,628
10.55.50.8360	Support Equipment -	New Office Furniture	\$ -	\$ -	\$ -	\$ -	\$ -
10.55.50.7791	Live Scan Expense	Live Scan Fingerprinting	\$ 14,377	\$ 17,566	\$ 16,000	\$ 16,000	\$ -
10.55.50.8630	Office Supplies	Paper, Pens, Letterhead, printer cartridges & toner, pencils	\$ 3,446	\$ 1,557	\$ 2,500	\$ 2,500	\$ -
10.55.50.8647	Special Events	Parades, Comm. Outreach, Brochures, Night	\$ 7,710	\$ 8,782	\$ 10,000	\$ 10,000	\$ -
10.55.50-8649	Explorer Program (funded by speed camera)	Designed to introduce youth toward safety and police professions	\$ 21	\$ 475	\$ 4,000	\$ 4,000	\$ -
10.55.50.7950	Police Trial Board Expenditures	Expenditures for Police Trial Board - with Council Approval	\$ -	\$ -	\$ 15,000	\$ 15,000	\$ -
10.55.50.8790	New Officers Start Up	All associated start up equipment	\$ 2,402	\$ 8,578	\$ 13,000	\$ 13,000	\$ -
10.55.50.7630	Communications	Telephone Expense, Verizon Wireless	\$ 9,419	\$ 21,794	\$ 32,160	\$ 32,160	\$ -
10.55.50.7790	Examinations	Pre-employment physicals, Drug testing, and Psychological testing	\$ 1,380	\$ 1,661	\$ 3,000	\$ 3,000	\$ -
10.55.50.8450	Uniforms	Dress uniforms, rain coats, uniform patches repairs including 6 Bullet proof vests, Badges	\$ 8,001	\$ 2,914	\$ 10,548	\$ 10,548	\$ -
10.55.50.8520	Ammunition	Annual weapons qualification	\$ 1,951	\$ 4,062	\$ 4,000	\$ 4,000	\$ -
10.55.50.8612	Energy-Gasoline	Vehicle fuel expense Gas increase 30%	\$ 60,769	\$ 53,031	\$ 65,000	\$ 65,000	\$ -
10.55.50.8640	Operating Supplies	Ticket Book, Hand Cleaner for finger printing supplies	\$ 1,434	\$ 757	\$ 1,000	\$ 1,000	\$ -
Total Operating Expenditures			\$ 171,861	\$ 365,137	\$ 292,988	\$ 314,616	\$ 21,628
Total Expenditures			\$ 1,155,624	\$ 1,373,032	\$ 1,485,983	\$ 1,614,652	\$ 128,669

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

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CODE ENFORCEMENT

CITY OF GLENARDEN



City of Glenarden
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Code Enforcement

Description

This program works to ensure that County and City codes are adhered to by residents and business owners.

PERSONNEL EXPENDITURES

	Status/ Detail	Number	FY19 Actual Expenditures	FY20 Actual Expenditures	FY21 Approved Budget	FY22 Approved Budget	FY22->FY21
Wages							
Code Enforcement Officer	Active	1	\$ 42,436	\$ 43,709	\$ 46,362	\$ 47,752	\$ 1,391
Code Enforcement Officer	Proposed	1	\$ -	\$ -	\$ -	\$ 45,000	\$ 45,000
Code Enforcement Officer PT	Active PT (28hrs)		\$ 30,944	\$ 31,872	\$ 33,817	\$ -	\$ (33,817)
Code Enforcement Officer PT	Proposed PT (20hrs)	1	\$ -	\$ -	\$ -	\$ 22,500	\$ 22,500
Benefits:							
Social Security	@ 7.65%	3	\$ 5,782	\$ 5,955	\$ 6,134	\$ 8,817	\$ 2,683
Retirement Plan	7.0%		\$ 829	\$ 853	\$ 2,004	\$ 8,068	\$ 6,063
COLA	3.0%		\$ 2,201	\$ 2,267	\$ -	\$ -	\$ -
Merit Increase	2.0%		\$ -	\$ -	\$ -	\$ -	\$ -
Total Personnel Expenditures			\$ 82,192	\$ 84,658	\$ 88,317	\$ 132,137	\$ 43,820

OPERATING EXPENDITURES:

EXPENDITURES SUPPORT DATA							
Acct Code	Element/Object	Details	FY19 Actual Expenditures	FY20 Actual Expenditures	FY21 Approved Budget	FY22 Approved Budget	FY22->FY21 Change
10.20.10.7650	Conference & Training	Code enforcement required training	\$ 50	\$ 395	\$ 1,500	\$ 1,500	\$ -
10.20.10.7300	Repair & Maintenance-Vehicles	Preventive maintenance	\$ 1,359	\$ 5,299	\$ 1,700	\$ 1,700	\$ -
10.20.10.8630	Office Supplies	Paper, pens, pencils, printer etc.	\$ 656	\$ 756	\$ 600	\$ 600	\$ -
10.20.10.7630	Communications	Telephone Expense, Verizon Wireless	\$ 1,874	\$ 2,314	\$ 1,000	\$ 2,500	\$ 1,500
10.20.10.7121	Software	Permit Tracking System	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ -
10.20.10.8640	Operating Supplies	Brochures, Ticket Books, Warning Tags - 500 Code Book Publication - 1,200	\$ -	\$ 6	\$ 1,700	\$ 1,700	\$ -
10.20.10.8360	Support Equipment	Code Enforcement - Misc Support Equip - 500 Laptop computer - 850	\$ 8,253	\$ 22	\$ 1,350	\$ 1,350	\$ -
10.20.10.8450	Uniforms	Uniforms, uniform patches, PPE, badges	\$ 74	\$ 486	\$ 500	\$ 500	\$ -
10.20.10.8612	Energy-Gasoline	Vehicle fuel two	\$ 839	\$ 1,637	\$ 2,500	\$ 2,500	\$ -
Total Operating Expenditures			\$ 13,105	\$ 10,915	\$ 11,850	\$ 13,350	\$ 1,500
Total Expenditures			\$ 95,297	\$ 95,573	\$ 100,167	\$ 145,487	\$ 45,320

PUBLIC WORKS

CITY OF GLENARDEN



PUBLIC WORKS

Description

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

PERSONNEL EXPENDITURES:

Salaries & Wages	Status / Detail	Full-Time Equivalents (FTEs)	FY19 Actual Expenditures	FY20 Actual Expenditures	FY21 Approved Budget	FY22 Approved Budget	FY22->FY21 Change
Director of Public Works	Active	1				\$ 72,000	\$ 72,000
Field Supervisor (Acting-Taylor)	Active	1	\$ 48,000	\$ 49,440	\$ 52,446	\$ 54,019	\$ 1,573
Assistant Field Supervisor	Active	1	\$ 40,000	\$ 41,200	\$ 43,709	\$ -	\$ (43,709)
Maintenance Tech II - Rankin (Promoted)	Active	1	\$ -	\$ -	\$ 37,128	\$ 35,565	\$ (1,563)
Maintenance Tech II - Cornealius	Active	1	\$ 32,600	\$ 33,578	\$ 30,184	\$ 31,089	\$ 906
Maintenance Tech III - Cambell	Active	1	\$ 35,000	\$ 36,050	\$ 38,242	\$ 39,389	\$ 1,147
Maintenance Tech I - Vacant	Active	1	\$ 31,000	\$ 31,930	\$ 33,871	\$ 31,000	\$ (2,871)
Maintenance Tech III - McFadden	Active	1	\$ 33,000	\$ 33,990	\$ 38,178	\$ 39,323	\$ 1,145
Overtime	Overtime hours	5	\$ 7,500	\$ 7,725	\$ 7,957	\$ 8,195	\$ 239
Benefits:							
Social Security/Medicare Tax	@ .765%	4	\$ 17,904	\$ 17,843	\$ 21,551	\$ 23,759	\$ 2,208
Retirement	7.0%	4	\$ 7,831	\$ 6,506	\$ 5,889	\$ 21,741	\$ 15,851
COLA for All Dept	0.03		\$ 17,079	\$ (13,997)	\$ -	\$ -	\$ -
Merit Computation	0.02		\$ -	\$ -	\$ -	\$ -	\$ -
Total Personnel Expenditures			\$ 269,914	\$ 244,264	\$ 309,155	\$ 356,081	\$ 46,926

OPERATING EXPENDITURES:

EXPENDITURES SUPPORT DATA			FY19 Actual Expenditures	FY20 Actual Expenditures	FY21 Approved Budget	FY22 Approved Budget	FY22->FY21 Change
10.60.60.7650	Conference & Training	MOSHA & OSHA Workplace Safety and required training	\$ 1,020	\$ 352	\$ 4,000	\$ 1,750	\$ (2,250)
10.60.60.7130	Professional Services	Engineering and reserve studies for streets, sidewalks and street trees	\$ 82	\$ 5,475	\$ 6,000	\$ 2,500	\$ (3,500)
10.60.60.7240	Snow Removal & Landscaping	Contract expense for materials, snow removal and salt	\$ 38,351	\$ 5,106	\$ 40,000	\$ 40,000	\$ -
10.60.60.7290	Waste Removal	Dumping fees for branches, grass and leaves from park, and vacant lots owned by the City.	\$ 851	\$ 496	\$ 4,000	\$ 1,500	\$ (2,500)
10.60.60.7530	Repairs & Maintenance-Building	Exterminator for municipal and King site, electrical repairs HVAC, General building maintenance	\$ 15,863	\$ 31,421	\$ 20,000	\$ 35,000	\$ 15,000
10.60.60.7315	Street Cleaning	Street Cleaning Expenses	\$ -	\$ -	\$ 10,000	\$ -	\$ (10,000)
10.60.60.8230	Building Security	Building security expense for Municipal Center including new Cameras around City Hall	\$ 5,310	\$ 4,730	\$ 5,000	\$ 2,500	\$ (2,500)
10.60.60.7123	Repairs & Maintenance-Equipment	Repairs equipment: propelled mowers, small equipment & tools trailers, salt spreader and chain saw.	\$ 7,579	\$ 4,388	\$ 12,500	\$ 5,000	\$ (7,500)
10.60.60.7310	Repairs & Maintenance-Parks	Maintenance of City Hall Grounds and parks; including removal of weeds, pole and sign maintenance.	\$ 3,932	\$ 2,252	\$ 5,000	\$ 5,000	\$ -
10.60.60.7311	Repairs & Maintenance-Streets	Pothole repairs, curb, gutter and sidewalk repairs Transfer from Highway User Funds	\$ 13,420	\$ 8,396	\$ 20,000	\$ 20,000	\$ -
10.60.60.7300	Repair and Maintenance-Vehicles	Vehicle repairs for three trucks	\$ 16,745	\$ 11,318	\$ 15,000	\$ 5,000	\$ (10,000)
10.60.60.7301	Repair and Maintenance-Call-A-Bus	Vehicle repairs for Call A Bus	\$ 4,928	\$ 265	\$ 6,000	\$ 6,000	\$ -
10.60.60.8360	Support Equipment	Mowers, weed-eaters, chainsaws, edger, hedge clippers, blowers	\$ 6,194	\$ 7,107	\$ 27,000	\$ 3,790	\$ (23,210)
10.60.60.7630	Communications	Walkie Talkies or cell phones	\$ 820	\$ 3,215	\$ 3,000	\$ 3,000	\$ -
10.60.60.8450	Uniforms and Protective Equipment	Utilizing a uniform service to provide and maintain staff uniforms and protective equipment.	\$ 12,979	\$ 16,907	\$ 7,500	\$ 13,500	\$ 6,000
10.60.60.8560	Building Supplies	Soap, disinfectant, paper towels, toilet tissue, toilet seat covers, air freshener, trash can liners, etc.	\$ 9,598	\$ 5,228	\$ 9,000	\$ 9,000	\$ -
10.60.60.8630	Office Supplies	Binders, pens, paper, toner cartridges, folders.	\$ 651	\$ 3,103	\$ 500	\$ 500	\$ -
10.60.60.8612	Energy-Gasoline	Vehicle fuel	\$ 741	\$ -	\$ 15,000	\$ 5,000	\$ (10,000)
Total Operating Expenditures			\$ 139,064	\$ 109,759	\$ 209,500	\$ 159,040	\$ (50,460)
Total Expenditures			\$ 408,978	\$ 354,023	\$ 518,655	\$ 515,121	\$ (3,534)

GENERAL OPERATIONS

CITY OF GLENARDEN



City of Glenarden
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GENERAL OPERATIONS

Description

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

OPERATING EXPENDITURES SUPPORT DATA							
Account Code	Element/Object	Details	FY19 Actual Expenditures	FY20 Actual Expenditures	FY21 Approved Budget	FY22 Approved Budget	FY22->FY21 Change
10.75.10.8613	Utilities: Water/Sewer	Water & Sewer City Hall	\$ 1,318	\$ 2,390	\$ 3,300	\$ 3,300	\$ -
10.75.10.8611	Utilities: Natural Gas	Natural Gas City Hall	\$ 717	\$ 930	\$ 6,000	\$ 4,500	\$ (1,500)
10.75.10.8610	Utilities: Electric	Electricity City Hall & street lights - BGE	\$ 128,549	\$ 155,849	\$ 140,000	\$ 140,000	\$ -
10.75.10.6210	Health Care Insurance	Employees Health Care Coverage expenses	\$ 218,364	\$ 325,938	\$ 360,000	\$ 360,000	\$ -
10.75.10.8691	Copier Leasing	Lease & Maintenance Agreements-Copier	\$ 3,000	\$ 3,979	\$ 3,000	\$ 6,800	\$ 3,800
10.75.10.7120	Maintenance -Copier	Copier Maintenance	\$ 7,459	\$ 7,247	\$ 3,000	\$ 6,000	\$ 3,000
10.75.10.7122	Telephone Maintenance	Maintenance Agreements-Telephone	\$ 1,736	\$ -	\$ 1,500	\$ 1,750	\$ 250
10.75.10.7121	Computer Maintenance	Maintenance Agreement Computer/IT	\$ 14,400	\$ 16,138	\$ 24,000	\$ 30,000	\$ 6,000
10.75.10.7510	Classified Advertising	Ad for equipment, products and personnel	\$ -	\$ 811	\$ 1,500	\$ 1,500	\$ -
10.75.10.8183	Misc. Expense	Senior Activities - games, computer, activities instructor	\$ 316	\$ -	\$ 5,000	\$ 5,000	\$ -
10.75.10.8182	Youth Services	Youth Programs and Activities	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ -
10.75.10.7630	Telephone and Communications	Telephone Expense, Verizon Wireless	\$ 29,608	\$ 6,233	\$ 7,000	\$ 7,000	\$ -
10.75.10.8210	Service Fees-ADP Payroll	Payroll Processing Fees, including 2 biometric time clocks	\$ 12,289	\$ 14,261	\$ 16,000	\$ 13,000	\$ (3,000)
10.75.10.8190	Postage Service	Postage expense	\$ 24,902	\$ 13,257	\$ 15,000	\$ 15,000	\$ -
10.75.10.7880	Bond Insurance	Bond Insurance	\$ (125)	\$ 1,022	\$ 1,000	\$ 1,000	\$ -
10.75.10.6240	Unemployment Insurance	State unemployment insurance and FUTA	\$ 9,977	\$ 12,247	\$ 32,585	\$ 15,000	\$ (17,585)
10.75.10.7883	Vehicle Insurance	City cars insurance expense	\$ 22,749	\$ 27,721	\$ 25,436	\$ 25,436	\$ -
10.75.10.7881	LGIT - Police Liability Insurance	Police Officers' Liability Insurance Coverage	\$ 20,536	\$ 19,471	\$ 19,372	\$ 19,372	\$ -
10.75.10.7882	LGIT - Public Officers' Insurance	Insurance expense -Public Officers	\$ 5,845	\$ 6,709	\$ 3,851	\$ 6,000	\$ 2,149
10.75.10.7884	LGIT - Liability Insurance	City Property Insurance and General Liability, and Employment Practices Liability	\$ 5,674	\$ 5,938	\$ 10,979	\$ 10,979	\$ -
10.75.10.7845	General expense-Storage and Archive	Archiving Expense	\$ 5,603	\$ 8,144	\$ 10,000	\$ 7,500	\$ (2,500)
10.75.10.7230	Contracts-Trash	Solid Waste Contract	\$ 425,415	\$ 507,967	\$ 430,000	\$ 430,000	\$ -
10.75.10.7300	Repairs & Maintenances-Vehicles	City Administration's car repair	\$ -	\$ -	\$ -	\$ 2,500	\$ 2,500
	IWIF Expense	Workers' Compensation Insurance	\$ 120,283	\$ 126,257	\$ 135,000	\$ 135,000	\$ -
10.75.10.8110	Newsletter - Printing and Postage Cost	Newletter Expenditure	\$ -	\$ -	\$ 4,000	\$ 4,000	\$ -
10.75.10.7790	Drug Screening	New Hires	\$ -	\$ 119	\$ 400	\$ 500	\$ 100
10.75.10.7124	Web Site	City of Glenarden website	\$ 12,700	\$ 369	\$ 6,000	\$ 10,000	\$ 4,000
10.75.10.7560	Bank Fees	Bank Fees	\$ 4,132	\$ 4,437	\$ 4,000	\$ 4,000	\$ -
10.75.10.8200	Pension Plan Fees	Pension Plan Fees (GHI, DIS, Acct, Monthly)	\$ 6,292	\$ -	\$ 11,000	\$ 11,000	\$ -
10.75.10.8630	Office Supplies	Copier paper	\$ 7,690	\$ 3,720	\$ 6,600	\$ 6,600	\$ -
Total Budget			\$ 1,089,429	\$ 1,271,154	\$ 1,290,523	\$ 1,287,737	\$ (2,786)

WTC COMMUNITY CENTER

CITY OF GLENARDEN



City of Glenarden
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 Approved Budget

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WTC Community Center

Description

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

OPERATING EXPENDITURES:

EXPENDITURES SUPPORT DATA							
Account Code	Element/Object	Details	FY19 Actual Expenditures	FY20 Actual Expenditures	FY21 Approved Budget	FY22 Approved Budget	FY22->FY21 Change
10.95.10.8610	Utilities	Electricity		\$ 500	\$ 500	\$ 300	\$ (200)
10.95.10.7630	Communications	Telephone & Communications		\$ 1,200	\$ 1,200	\$ 200	\$ (1,000)
10.95.10.8630	Office Supplies	Office Supplies	\$ 811	\$ 563	\$ 500	\$ 500	\$ -
10.95.10.8645	Set-up Supplies	Set-up Supplies	\$ 962	\$ 340	\$ 1,000	\$ 1,000	\$ -
10.95.10.8646	Cleaning Supplies	Cleaning Supplies	\$ 370	\$ 904	\$ 500	\$ 500	\$ -
10.95.10.7535	Building Maintenance & Repairs	Interior Maintenance & Repairs, painting and	\$ -	\$ 385	\$ 4,000	\$ 2,000	\$ (2,000)
10.15.15.8230	Furniture	Furniture					\$ -
Total Expenditures			\$ 2,143	\$ 3,892	\$ 7,700	\$ 4,500	\$ (3,200)

VETERAN'S MEMORIAL

CITY OF GLENARDEN



Veterans Memorial

Description

The Veterans Memorial Park was dedicated in 2015.

My Version

EXPENDITURES SUPPORT DATA								
Acct Code	Element/Object	Details	FY18 Actual Expenditures	FY19 Actual Expenditures	FY20 Actual Expenditures	FY21 Approved Budget	FY22 Approved Budget	FY22->FY21 Change
Veterans								
Veterans Memorial Pavers 10.71.71.7246		Pavers for Veterans Memorial Park	\$ 10,381	\$ 618	\$ -	\$ -		\$ -
Veterans Memorial Maintenance 10.71.71.7310		Landscaping Contract (Brightview >\$7,320.33), maintenance, and electrical work			\$ 4,684	\$ 7,000	\$ 7,320	\$ 320
Total Expenditures			\$ 10,381	\$ 618	\$ 4,684	\$ 7,000	\$ 7,320	\$ 320

GOLD ROOM

CITY OF GLENARDEN



**City of Glenarden
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GOLD ROOM

Description

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

PERSONNEL EXPENSES:

Salaries & Wages	Status / Detail	Full-Time Equivalents (FTEs)	FY19 Actual Expenditures	FY20 Actual Expenditures	FY21 Approved Budget	FY22 Approved Budget	FY22->FY21 Change
Gold Room Coordinator	FT/ Active	1	\$ 38,252	\$ 39,400	\$ 40,582	\$ 41,799	\$ 1,217
Event crew Chief	PT/ Active	1	\$ 12,501	\$ 12,876	\$ 6,631	\$ 14,068	\$ 7,437
Event crew member	PT/Active	0.5	\$ 11,364	\$ 11,705	\$ 6,028	\$ 13,072	\$ 7,044
Event crew member	PT/Active	0.5	\$ 11,364	\$ 11,705	\$ 6,028	\$ 13,072	\$ 7,044
Event crew member	PT/ Active	0.5	\$ 11,364	\$ 11,705	\$ 6,028	\$ 13,075	\$ 7,047
Event crew member	PT/ Active	0.5	\$ -	\$ -	\$ -	\$ -	\$ -
Social Security	@7.65%	0.5	\$ 6,685	\$ 6,886	\$ 2,573	\$ 3,637	\$ 1,064
Retirement	@2.5%	0	\$ 2,185	\$ 2,250	\$ 1,681	\$ 2,377	\$ 696
COLA	3.0%		\$ 2,545	\$ 2,622	\$ 1,959	\$ -	\$ (1,959)
Merit Increase	2.0%		\$ -	\$ -	\$ -	\$ -	\$ -
Total Personnel Expenses			\$ 96,261	\$ 99,149	\$ 71,509	\$ 101,099	\$ 29,589

OPERATING EXPENSES:

EXPENDITURES SUPPORT DATA

Account Code	Element/Object	Details	FY19 Actual Expenditures	FY20 Actual Expenditures	FY21 Approved Budget	FY22 Approved Budget	FY22->FY21 Change
55.70.70.7700	Licenses	Dance Hall License	\$ -	\$ -	\$ 2,000	\$ 2,000	\$ 0
55.70.70.8645	Set up expenses	Tablecloths, Napkins and Cups	\$ -	\$ 1,254	\$ 9,000	\$ 4,800	\$ (4,200)
55.70.70.8646	Cleaning Supplies	Includes mops, brooms, cleaning supplies	\$ 542	\$ 1,904	\$ 3,500	\$ 3,500	\$ -
55.70.70.7650	Training	Coordinator training	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ -
55.70.70.8630	Office Supplies	Office Supplies, Furniture and Equipment	\$ 319	\$ 1,284	\$ 1,100	\$ 1,100	\$ -
55.70.70.7630	Communications	Telephone Expense, Verizon Wireless	\$ -	\$ 236	\$ 1,200	\$ 1,200	\$ -
55.70.70.7560	Fees-Bank	Bank Fees	\$ 690	\$ 787	\$ 2,000	\$ 2,000	\$ -
55.70.70.8700	Depreciation Expense	Gold Room assets Depreciation Expense	\$ 5,650	\$ -	\$ 5,650	\$ 5,650	\$ -
55.70.70.9910	Operation Transfer	Utilities Expense Administrative Cost	\$ -	\$ -	\$ 20,000	\$ -	\$ (20,000)
55.70.70.8450	Uniforms - Rental & Maintenance	Uniforms	\$ -	\$ 949	\$ 660	\$ 250	\$ (410)
55.70.70.7530	Repairs and Maintenance	Electrical, plumbing and repairs and misc room maintenances, Carpet cleaning, Dry cl.	\$ 23,437	\$ 5,518	\$ 10,000	\$ 5,000	\$ (5,000)
55.70.70.7510	Marketing & Advertising	Marketing and Advertising	\$ 5,000	\$ -	\$ 5,000	\$ 5,000	\$ -
55.70.70.7610	Capital Outlay	Furniture, Sound System for Gold Room	\$ -	\$ 7,100	\$ 25,000	\$ 5,000	\$ (20,000)
Total Operating Expenses			\$ 35,638	\$ 19,032	\$ 86,110	\$ 36,500	\$ (49,610)
Total Expenses			\$ 131,899	\$ 118,181	\$ 157,619	\$ 137,599	\$ (20,021)

AMERICAN RESCUE PLAN

CITY OF GLENARDEN



AMERICAN RESCUE PLAN

Description

As a part of the Federal American Rescue Plan Act (ARPA), the City is receiving from PG County, funds to support certain infrastructure improvement, such as for broadband internet, and facilities that relates to the Coronavirus Local Fiscal Recovery Funds (CLFRF). These funds will be available from July 2021 to June 2026 for use. These installments will be transferred to accounts in July 2021 and July 2022

My Version

EXPENDITURES SUPPORT DATA						
Element/Object	Details	FY19 Actual Expenditures	FY20 Actual Expenditures	FY21 Approved Budget	FY22 Approved Budget	FY22->FY21 Change
10.38.10.XXXX	Expenditures Relating to the Coronavirus Local Fiscal Recovery Fund allocation	\$ -	\$ -	\$ -	\$ 0	\$ 0
Total Expenditures		\$ -	\$ -	\$ -	\$ 0	\$ 0

FY22 APPROVED BUDGET

CITY OF GLENARDEN

NOTES
