

CITY OF GLENARDEN

FY 2023 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 26, 2022

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

The Fiscal Year 2023 (FY23) 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 FY23. The City will also be able to undertake infrastructure upgrades, capital projects and the acquisition of needed vehicles and equipment.

The Mayor and Council members have voted to use the Constant Yield rate of 0.3338 for the effective real property tax. In adopting the constant yield tax rate, the City will lose approximately \$121,000, however, will strive to maintain and improve the current level of service, while seeking other means of funding to have sufficient revenues to cover the FY23 expenditures and capital improvements. The proposed budget also includes a 5.9% COLA for all employees.

Revenues	FY 2023	Expenditures	FY 2023
Local Property & Income Taxes	\$4,060,146	Administration & Finance	\$835,978
Fines, Fees, Licenses & Permits	\$96,500	Public Works	\$524,129
Intergovernmental	\$669,935	Police Department & Code Enf.	\$1,884,829
Interfund Transfer & Service Fees	\$749,214	Legislation/Mayor	\$337,499
Other Financial Sources/Revenues	\$105,920	General Operations	\$1,683,743
		Other / ARPA	\$242,977
		Department Totals	\$5,509,155
		Budget Surplus to Capital	\$172,560
Totals	\$5,681,715		\$5,681,715

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OPERATING BUDGET

CITY OF GLENARDEN



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

City of Glenarden
FY2023
Approved Budget

7/26/2022

Approved FY23 Budget

(Rev 07/25/2022)

GENERAL FUND

REVENUES

	FY19 Actual Expenditures	FY20 Actual Expenditures	FY21 Approved Budget	FY22 Approved Budget	FY23 Approved Budget	% Change (+/-) FY22-FY23
Local Taxes:						
Real Property Tax	2,576,037	2,685,806	2,590,065	2,759,779	2,827,146	2.44%
Personal Property Tax - current year	111,005	193,646	150,000	150,000	250,000	66.67%
Personal Property Tax - prior year	0	0	37,500	37,500	40,000	6.67%
Admissions Tax	4,122	20,905	18,000	16,000	15,000	-6.25%
Hotel/Motel tax	76,118	116,139	50,000	100,000	45,000	-55.00%
Penalties & Interest	0	0	8,000	8,000	8,000	0.00%
Income Tax - Individual	736,401	626,204	375,000	700,000	875,000	25.00%
Total Local Taxes	3,503,683	3,642,700	3,228,565	3,771,279	4,060,146	7.66%
Transfer from Highway User Fund	0	0	0	0	0	0.00%
Licenses & Permits						
Business Licenses	88,598	12,792	30,000	30,000	36,000	20.00%
Permits - Building	27,981	8,134	20,000	20,000	8,600	-57.00%
Permits - Building (DR Horton-WTC)	5,087	0	0	0	0	0.00%
Permits - Building (Petrie-WTC)	0	0	94,475	94,475	0	-100.00%
Permits - Penrose	0	50,452	50,400	50,400	0	-100.00%
Permits - Commercial	0	0	7,500	7,500	7,500	0.00%
Citation	8,709	8,853	2,000	8,000	5,700	-28.75%
Finger Printing	5,870	3,958	6,000	6,000	7,200	20.00%
Finger Printing - LiveScan	30,259	27,507	30,000	30,000	30,000	0.00%
Towing	5,850	2,000	2,000	2,000	1,500	-25.00%
Total Licenses & Permits	172,354	113,696	242,375	248,375	96,500	-61.15%
Intergovernmental						
Pilot Housing Authority (Local Gov't)	17,106	0	19,629	19,629	17,500	-10.85%
American Rescue Plan Act (ARPA)			0	0	520,000	0.00%
MD State Police Grant	61,487	63,767	60,000	60,000	114,935	91.56%
County Disposal Rebate	12,279	16,372	16,372	16,372	17,500	6.89%
Total Intergovernmental	90,872	80,139	96,001	96,001	669,935	597.84%
Service Charges						
Street Lights	113,750	113,750	113,750	113,750	115,000	1.10%
Sanitation	413,000	413,000	430,000	430,000	491,214	14.24%
Total Service Charges	526,750	526,750	543,750	543,750	606,214	11.49%
Interfund Transfers						
To General Fund from Enterprise Fund	0	0	20,000	0	0	-100%
Operating Transfer- Opto-Traffic **	41,636	25,179	30,000	30,000	63,000	0%
Operating Transfer- PEG Grant**	45,483	36,702	40,500	25,500	40,000	-37%
To Capital Projects from General Fund Operations	(185,000)	(180,000)	0	0	0	0.00%
To General Fund from Highway User	21,848	21,848	40,000	40,000	40,000	0%
Total Interfund / Intrafund Transfers	(76,033)	(96,271)	130,500	95,500	143,000	-27%
Other Financial Sources						
Franchise Fees	84,737	95,216	77,000	77,000	95,000	0%
Interest and Other Income	10,661	1,768	1,200	1,200	1,200	0%
Dial a Bus / Bus Shelter	915	3,628	750	750	1,320	0%
Police Gas Contributions	7,732	7,409	7,000	7,000	5,400	0%
Miscellaneous	19,904	16,734	5,500	5,500	3,000	0%
COG Savings			76,796	0	0	-100%
General Fund Surplus	0	0	8,592	0	0	-100%
Total Other Financial Sources	123,949	124,755	176,838	91,450	105,920	-48%
TOTAL REVENUES - GENERAL FUND	4,341,575	4,391,769	4,418,029	4,846,355	5,681,715	10%

**City of Glenarden
FY2023
Approved Budget**

7/26/2022

Approved FY23 Budget

	FY19 Actual Expenditures	FY20 Actual Expenditures	FY21 Approved Budget	FY22 Approved Budget	FY23 Approved Budget	% Change (+/-) FY22- FY23
EXPENDITURES						
Administration						
Salaries & Benefits	257,377	289,344	307,342	377,294	388,568	3%
Professional Services	8,000	14,653	72,000	54,000	58,500	8%
Communications	2,195	3,854	6,500	6,500	5,400	-17%
Temporary Employment	2,969	13,475	5,000	5,000	4,000	-20%
Office Supplies	4,711	10,727	7,200	7,200	5,200	-28%
Support Equipment / Computers	1,181	5,801	4,000	4,000	4,000	0%
Conference Training & Dues	2,885	4,556	4,500	5,750	12,250	113%
Special Events	9,582	11,874	2,500	10,000	17,500	75%
Repairs, Maintenance and Misc Expense	1,670	409	0	250	6,250	2400%
Energy Expense	0	1,354	0	2,500	2,500	0%
Election Board Expenses	0	0	30,000	43,000	0	-100%
General Expense	386	292	300	500	500	0%
Total Administration	290,956	356,339	439,342	515,994	504,668	-2%
Legal						
Professional Services	25,568	38,800	60,000	60,000	60,000	0%
Total Legal	25,568	38,800	60,000	60,000	60,000	0%
Cable						
Professional Services, Salaries and other Compensation	24,241	18,153	20,000	25,000	79,806	219%
Security Service	411	614	500	500	4,583	817%
PEG Grant - Consultant	0	0	5,000	5,000	5,000	0%
Support Equipment & Maintenance	10,641	7,429	1,000	27,750	39,300	42%
Interior Maintenance & Repairs					17,000	
INET	10,148	10,506	11,000	10,500	16,000	52%
Total Cable Dept	45,441	36,702	37,500	68,750	161,689	135%
Legislative						
Salaries & Benefits	91,125	90,032	113,714	152,281	153,781	1%
Conference & Training	13,863	7,789	8,750	36,750	40,000	9%
Membership & Dues	7,244	6,900	7,190	7,190	7,800	8%
Codification	3,352	1,195	4,195	4,195	4,195	0%
Communications	3,508	4,481	2,500	2,500	2,500	0%
Office Supplies	7,887	6,599	10,000	10,000	10,000	0%
Support Equipment / Computers	0	0	0	3,000	4,000	33%
Advertising, Awards, and Shorescan	6,456	4,006	6,000	6,000	5,000	-17%
Maintenance - Computer System	50	2,029	2,500	2,500	2,500	0%
Summer Youth Employment (Moved to Gen Ope)	150	0	0	0	0	0.00%
Professional Services	275	315	13,000	13,000	20,000	54%
Legal Services	568	0	5,000	5,000	0	-100%
Special Events	52,991	35,158	23,000	23,000	57,000	148%
Discretionary	1,162	1,818	2,100	2,100	7,180	242%
Total Legislative	188,631	160,322	197,949	267,516	313,956	17%
Finance						
Salaries & Benefits	201,725	204,802	208,526	198,333	227,441	15%
Professional Services	11,475	23,867	28,000	28,000	27,000	-4%
Conference & Training	5,766	1,410	3,000	4,500	4,500	0%
Membership & Dues	290	909	1,000	1,000	500	-50%
Temporary Staffing	0	0	5,000	27,713	5,600	-80%
Office Supplies	1,839	2,761	3,500	3,500	4,000	14%
Support Equipment / Computers	2,107	4,978	3,000	3,000	4,500	50%
Communications	720	3,399	3,300	3,300	2,088	-37%
Advertisement	0	0	100	100	850	750%
Publications and Reviews	0	0	100	100	200	100%
Software / System Maintenance	8,404	6,613	8,500	32,000	54,330	70%
General Expenses	0	546	1,000	1,000	300	-70%
Total Finance	232,326	249,285	265,026	302,547	331,309	10%

**City of Glenarden
FY2023
Approved Budget**

7/26/2022

Approved FY23 Budget

	FY19 Actual Expenditures	FY20 Actual Expenditures	FY21 Approved Budget	FY22 Approved Budget	FY23 Approved Budget	% Change (+/-) FY22- FY23
Executive Office						
Salaries & Benefits	6,460	7,077	6,459	9,043	9,043	0%
Conference & Training	2,213	850	6,000	6,000	6,000	0%
Membership & Dues	1,012	1,060	1,100	1,100	1,500	36%
Communications	1,265	1,509	2,000	2,000	2,000	0%
Professional Services	0	0	2,500	2,500	0	-100%
Advertising	700	0	1,200	1,200	1,200	0%
Support Equipment - Furniture	0	1,801	2,000	2,000	2,000	0%
General Expense	0	200	300	300	600	100%
Special Events	0	0	0	0	0	0.00%
Office Supplies	73	310	1,200	1,200	1,200	0%
Total Executive Office	11,723	12,807	22,759	25,343	23,543	-7%
Public Safety						
Salaries & Benefits	933,812	955,085	1,143,037	1,300,037	1,386,870	7%
Conference & Training	2,230	1,355	14,400	14,400	20,000	39%
Equipment	21,017	54,972	54,260	54,260	54,260	0%
Live Scan Expense	14,377	17,566	16,000	16,000	16,000	0%
New Police Cars, upfits and equipment	0	162,361	0	0	0	0.00%
Supplies	14,832	9,290	18,048	18,048	31,348	74%
Communications	9,419	21,794	32,160	32,160	32,160	0%
Explore Program	21	475	4,000	4,000	0	-100%
Police Trial Board Expenditures	0	0	15,000	15,000	15,000	0%
New Officer Start Up Cost	2,402	8,578	13,000	13,000	13,000	0%
Examinations	1,380	1,661	3,000	3,000	3,000	0%
Repairs & Maintenance	36,459	21,016	46,620	46,620	61,620	32%
Tasers				21,628	21,628	0%
Membership/Dues	1,245	1,335	1,500	1,500	1,500	0%
Gasoline	60,769	53,031	65,000	65,000	65,000	0%
Special Events	7,710	8,782	10,000	10,000	17,500	75%
Total Public Safety	1,105,673	1,317,301	1,436,025	1,614,653	1,738,886	8%
Code Enforcement						
Salaries & Benefits	82,192	84,658	88,317	132,137	128,873	-2%
Conference & Training	50	395	1,500	1,500	4,500	200%
Software	0	0	1,000	1,000	1,500	50%
Supplies	1,000	2,700	2,800	2,800	1,500	-46%
Communications	1,874	2,314	1,000	2,500	2,500	0%
Repairs & Maintenance	1,359	5,299	1,700	1,700	3,200	88%
Gasoline Expense	839	1,637	2,500	2,500	2,500	0%
Support Equipment	8,253	22	1,350	1,350	1,370	1%
Total Code Enforcement	95,567	97,025	100,167	145,487	145,943	0%
Public Works						
Salaries & Benefits	269,914	244,264	309,155	356,081	363,567	2%
Conference / Training / Dues	1,020	352	4,000	1,750	2,000	14%
Street / Park Maintenance / Landscaping	17,352	10,648	35,000	25,000	33,000	32%
Building Supplies	9,598	5,228	9,000	9,000	9,000	0%
Office Supplies	651	3,103	500	500	500	0%
Communications	820	3,215	3,000	3,000	3,792	26%
Support Equipment	6,194	7,107	27,000	3,790	3,790	0%
Uniforms and Protective Equipment	12,979	16,907	7,500	13,500	12,000	-11%
Professional Services	82	5,475	6,000	2,500	6,000	140%
Repairs & Maintenance - Vehicles	21,673	11,583	21,000	11,000	4,520	-59%
Repairs & Maintenance - Bldg	15,863	31,421	20,000	35,000	35,000	0%
Maintenance Equipment & Security	12,889	9,118	17,500	7,500	4,000	-47%
Contract Services	38,351	5,106	40,000	40,000	40,000	0%
Energy Expense	741	0	15,000	5,000	5,760	15%
Yard Waste Removal	851	496	4,000	1,500	1,200	-20%
Total Public Works	408,978	354,023	518,655	515,121	524,129	2%

**City of Glenarden
FY2023
Approved Budget**

7/26/2022

Approved FY23 Budget

	FY19 Actual Expenditures	FY20 Actual Expenditures	FY21 Approved Budget	FY22 Approved Budget	FY23 Approved Budget	% Change (+/-) FY22- FY23
General Operations						
Utilities City Hall	130,584	159,169	149,300	147,800	123,650	-16%
Workers' Compensation	120,283	126,257	135,000	135,000	125,000	-7%
Advertising & Other	0	811	1,500	1,500	1,500	0%
Telephone-Voice Operator & System	31,344	6,233	8,500	8,750	18,000	106%
Copier	10,459	11,226	6,000	12,800	10,780	-16%
General and Bond Insurance	54,679	60,861	60,638	62,787	68,169	9%
Services Fees / Payroll Fees / Other	12,289	14,261	16,000	13,000	7,020	-46%
Postage	24,902	13,257	15,000	15,000	10,000	-33%
Unemployment Insurance	9,977	12,247	32,585	15,000	15,500	3%
Computer Maintenance	14,400	16,138	24,000	30,000	26,600	-11%
Storage and Archiving Fees	5,603	8,144	10,000	7,500	8,544	14%
Contract Services - Trash City	425,415	507,967	430,000	430,000	701,000	63%
Contract Services	0	0	0	0	62,000	0.00%
Pension Expense	6,292	0	11,000	11,000	5,280	-52%
Newsletter Printing and Postage - (ARPA Awareness '23-'26)	0	0	4,000	4,000	6,500	63%
Salaries - Suspense	0	0	0	0	50,000	0.00%
Bonus - Suspense	0	0	0	0	80,000	0.00%
Youth Summer Employment (Supporting All Dept)	0	0	5,000	5,000	5,000	0%
Misc Expense -	316	0	5,000	5,000	5,000	0%
Supplies	7,690	3,720	6,600	6,600	4,000	-39%
Drug Screening	0	119	400	500	500	0%
Website	12,700	369	6,000	10,000	5,800	-42%
Admin Pool Car Maintenance	0	0	0	2,500	500	-80%
Bank Fees	4,132	4,437	4,000	4,000	8,400	110%
Health Care Insurance	218,364	325,938	360,000	360,000	335,000	-7%
Total General Operations	1,089,429	1,271,154	1,290,523	1,287,737	1,683,743	0%
Debt Service						
SunTrust Loan - Police Cars & Upfitting (2)	25,207	25,207	25,212	12,585	0	-100%
Car Loan/Lease	2,773	0	0	0	0	0.00%
Total Debt Services	27,980	25,207	25,212	12,585	0	0.00%
Other Expenditures						
Woodmore Community Center						
Expenses						
Salaries & Benefits						
Utilities	0	500	500	300	500	67%
Telephone & Communications	0	1,200	1,200	200	1,200	500%
Office Supplies	811	563	500	500	563	13%
Supplies - Set up	962	340	1,000	1,000	340	-66%
Cleaning Supplies	370	904	500	500	900	80%
Building Maintenance & Repairs	0	385	4,000	2,000	385	-81%
Travel	0	0	0	0	0	0.00%
Total Woodmore Community Center	2,143	3,892	7,700	4,500	3,888	16%
Veterans Memorial Park						
Expenses						
Pavers	618	0	0	0	8,000	
Landscaping, maintenance, and electrical work		12,000	7,000	7,320	9,400	28%
Total Veterans Memorial Park	618	4,684	7,000	7,320	17,400	138%
Total Other Expenditures	2,761	8,576	14,700	11,820	21,288	80%
TOTAL EXPENDITURES - GENERAL FUND	3,525,033	3,927,542	4,407,858	4,827,552	5,509,155	23%
Subtotal - Budget Surplus / (Deficit)	816,542	464,227	10,170	18,803	172,560	-96%

City of Glenarden
FY2023
Approved Budget

7/26/2022

Approved FY23 Budget

SPECIAL REVENUE FUND

Special Appropriations Grant

American Rescue Plan Act (ARPA)

	FY19 Actual Expenditures	FY20 Actual Expenditures	FY21 Approved Budget	FY22 Approved Budget	FY23 Approved Budget	% Change (+/-) FY22- FY23
Revenues						
Coronavirus Local Fiscal Recovery Fund (CLFRF)	0	0	0	2,161,683	4,323,367	
Expenditures						
Transfers to Gold Room	0	0	0	0	43,506	
7th Street Park Exercise / Kids Playgrounds - To Capital fund	0	0	0	0	272,350	
Resident / Non-Profit Assist - Pay Directly from Fund	0	0	0	0	400,000	
Council Chambers - To Capital fund	0	0	0	0	200,000	
Grant for Glenarden - HOA - Pay Directly from Fund	0	0	0	0	360,000	
Storm Water Run-Off - To Capital fund	0	0	0	0	50,000	
Providing Competitive Wages	0	0	0	0	0	
Contractor - Grant Manager - Pay Directly from Fund	0	0	0	0	65,000	
Speed Bump Pilot Program - To Capital fund	0	0	0	0	50,000	
Revenue Loss - City of Glenarden	0	0	0	0	520,000	
	0	0	0	0	0	
Total Expenditures	0	0	0	0	1,960,856	
Subtotal - Budget Surplus (Carry Forward to 2026)	0	0	0	2,161,683	2,362,511	

Special Police Grant

Revenues						
State police Grant	60,000	64,704	60,000	60,000	114,935	92%
Expenditures: Police						
Examinations	1,000	1,000	1,000	1,000	1,000	0%
Memberships & Dues	1,000	1,000	1,000	1,000	1,500	50%
Uniforms / New Officer Setup 50%	7,100	7,100	7,100	7,100	17,274	143%
Police Clerk - Partial Salary (As Per Grant) 50%	10,000	10,000	10,000	10,000	42,678	327%
Energy -Gasoline / Vehicle Maintenance	37,500	37,500	37,500	37,500	40,000	7%
Office Supplies / Police Protection Equipment 50%	2,500	2,500	2,500	2,500	10,983	339%
Operating Supplies	900	900	900	900	1,500	67%
Total expenditures	60,000	60,000	60,000	60,000	114,935	92%
Subtotal - Budget Surplus/(Deficit)	0	4,704	0	0	0	0%

PEG Grant

Revenues						
Revenues - Current Year Cable PEG (3%) Revenues	62,929	63,519	48,000	48,000	40,000	0%
Revenues - Use of Grant Funds Generated in Previous Years	0	0	0	0	0	0.00%
Expenditures						
INET Expenditures (paid using PEG - 3% funds)	10,148	10,506	0	0	14,500	0.00%
Alarm Services - Cable Room	453	614	500	500	500	0%
Purchase of Cable & Vediographic Equipment	10,641	7,429	40,000	25,000	25,000	-38%
Total expenditures	45,483	36,702	40,500	25,500	40,000	-31%
Subtotal - Budget Surplus/(Deficit)	17,446	26,817	7,500	22,500	0	

City of Glenarden
FY2023
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7/26/2022

Approved FY23 Budget

	FY19 Actual Expenditures	FY20 Actual Expenditures	FY21 Approved Budget	FY22 Approved Budget	FY23 Approved Budget	% Change (+/-) FY22- FY23
Camera Photo Enforcement						
Revenues						
Revenues from Speed Camera	41,636	25,179	30,000	30,000	63,000	0%
Prior year Speed Camera Revenue	102,010	0	0	0	0	0.00%
	143,646	25,179	30,000	30,000	63,000	19%
Expenditures						
Salaries and Wages, Payroll Taxes	0	0	0	0	0	0.00%
Professional Services	0	0	0	0	4,000	0.00%
Supplies (Communication and Uniforms)	0	0	0	0	0	0.00%
Repairs & Maintenance	0	1,700	19,972	19,972	25,500	0%
Support Equipment (Police Body Cameras, Six Repl. Vests)	102,010	0	0	0	0	0.00%
Support Equipment (Two New Police Cars, Upfitting & Radios)	0	0	4,000	4,000	0	0%
Explorer Program	0	2,248	2,248	2,248	30,000	0%
Maintenance Agreement	0	12,166	0	0	0	0.00%
Communications	0	0	3,500	3,500	3,500	0%
Ammunition						
Total expenditures	102,010	16,114	29,720	29,720	63,000	84%
Subtotal - Budget Surplus / (Deficit)	41,636	9,065	280	280	0	
Nutritional Site - (Discontinued)						
Revenues	8,682	14,470	11,576	11,576	0	0%
Expenditures						
Operating Supplies	588	2,271	1,500	1,500	0	0%
Utilities	488	1,500	1,500	1,500	0	0%
Building Maintenance	0	300	6,576	6,576	0	0%
Appliance Maintenance	0	0	0	0	0	0.00%
Games, Programs and Misc Exp	0	0	2,000	2,000	0	0%
Total Expenditures	1,076	4,071	11,576	11,576	0	184%
Subtotal - Budget Surplus / (Deficit)	7,606	10,399	0	0	0	
Prince Georges County - Coronavirus Relief Grant						
Revenues	0	0	378,000	0	0	100%
Expenditures						
Compensation - Temporary	0	0	14,685	0	0	100%
Compensation - Hazard Pay			142,117	0	0	100%
Compensation - Personal Service Contracts -Sanitizing Bldg			18,000	0	0	100%
Fringe benefits			13,372	0	0	100%
Outreach			19,562	0	0	100%
Personal Protection Equipment	0	0	85,203	0	0	100%
Upgrade phone Equipment, install VPN & Purchase Laptops	0	0	4,061	0	0	100%
Distance Learning Expenses	0	0	81,000	0	0	100%
Total Expenditures	0	0	378,000	0	0	100%
Subtotal - Budget Surplus / (Deficit)	0	0	0	0	0	
Total Surplus (Deficit) - All SPECIAL REVENUE FUNDS	66,688	50,985	7,780	2,184,463	2,362,511	4185%

**City of Glenarden
FY2023
Approved Budget**

7/26/2022

Approved FY23 Budget

	FY19 Actual Expenditures	FY20 Actual Expenditures	FY21 Approved Budget	FY22 Approved Budget	FY23 Approved Budget	% Change (+/-) FY22- FY23
CAPITAL PROJECTS FUND						
FINANCING SOURCES						
FY2022 Budget Surplus	0	0	0	18,803	172,560	818%
General Fund Surplus	90,000	0	509,963	496,000	290,000	-42%
General Fund Revenues	185,000	60,000	0	0	0	0.00%
General Fund Surplus - police cars	0	0	116,321	120,686	92,742	-23%
SHA Funds - Prior year	0	0	187,241	187,241	0	-100%
Design build out city entry sign (reserve build permit)	0	0	0	0	0	0.00%
Open Space Grant	0	0	183,500	173,060	147,088	-15%
Fitness Court Grant & Playground Grant	0	0	0	0	542,350	0.00%
State SHA Grant		143,573				0.00%
Fee in Lieu of Trees	0	49,088	0	0	0	0.00%
Highway User Revenue	142,255	0	171,992	183,985	206,321	12%
Energy Grant/ (ARPA Funds for Storm Water/Speed Bump)	0	0	50,000	0	300,000	0.00%
Suntrust Loan						0.00%
Transfer from Enterprise Fund - Gold Room***	30,000	0	0	0	0	0.00%
Total Financing Sources	447,255	252,661	1,219,017	1,179,775	1,751,061	367%
CAPITAL EXPENDITURES						
City Hall New Insulation / Council Chambers Upgrade	0		100,000	100,000	300,000	200.00%
Generator (includes engineering) - If funds are available	0		10,000	0	0	0.00%
Support Equipment (Two Police Cars, Upfitting & Radios)			116,321	120,686	92,742	-23.15%
Support Equipment (Security Cameras)				0	30,000	0.00%
Support Equipment (City Manager)				30,000	0	-100.00%
New Marques (1@ \$22,000)	174	16,600	0	0	0	0.00%
Replace Electrical Breaker Boxes in and around Gold Room	0	6,800	21,000	0	0	0.00%
Elevator Project - (Grant Needed)	0		250,000	0	0	0.00%
Repave parking lot at Municipal Center			75,000	0	0	0.00%
MLK Park Renovations	0		183,500	173,060	147,088	-15.01%
7th Street Park Improvement & Kid's Playground	0	0	0	0	542,350	0.00%
New Carpet for Upper Level / Tiles of Employee Entrance			10,000	0	10,000	0.00%
Support Equipment - HVAC	0		50,000	0	0	0.00%
Patrol Car - Code Enforcement	0		50,000	30,000	60,000	100.00%
City Side Walk Construction and ADA Compliance	0		35,000	35,000	40,000	14.29%
Roof Replacement & related expenses		14,819				0.00%
Ward 3 Streets	21,551	15,063	219,937	179,865	179,865	0.00%
F250 Truck with Plow and Spreader for Public Works	36,000	0	0	55,000	60,000	9.09%
AEDs for the Muncipal Center (Admin, DPW, PD and Gold Room)				10,000	10,000	0.00%
A/C Heat Pump Replacement				8,000	15,000	87.50%
Street paving, curb and gutters				250,000	250,000	0.00%
DPW Backhoe Attachment				7,500	7,500	0.00%
New Computers	1,615	28,829	0	0	0	0.00%
Tree Plan - Tree Mainenance	0	74,556	0	0	0	0.00%
Operating Transfer - Hwy User to Genl Fund - current	0	0	40,000	0	0	0.00%
Total Capital Projects Expenditures	59,340	156,667	1,160,758	999,111	1,744,545	75%
Subtotal - Budget Surplus / (Deficit) Capital Projects	387,915	95,994	58,259	180,664	6,516	-96%
Reserve for City Saving Account	0	(70,000)	0	0	0	0.00%
Reserve for Capital Projects	0	(150,000)	0	0	0	0.00%
Total Budget Surplus - All Governmental Funds	1,271,145	391,206	76,209	2,365,127	2,369,027	0%

*** Capital projects for FY18 are financed using prior year revenues, and the amounts shown in revenue columns are not recognized as current year revenues.

City of Glenarden
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Approved FY23 Budget

FY19 Actual Expenditures	FY20 Actual Expenditures	FY21 Approved Budget	FY22 Approved Budget	FY23 Approved Budget	% Change (+/-) FY22-FY23
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ENTERPRISE FUND BUDGET (GAAP BASIS)

OPERATING REVENUES						
Rentals	0	17,462	138,500	138,500	126,330	-9%
Special Event Fees	0	0	0	0	4,000	0.00%
Equipment Rental	0	0	0	0	12,000	0.00%
Revenue Loss Recovery (ARPA)	0	0	0	0	43,506	0.00%
Interest Income	0	0	0	0	0	0.00%
Forfeited Deposits	0	0	0	0	0	0.00%
City Sponsored Events					0	0.00%
Other Revenues	26	30			0	0.00%
Total Operating Revenues	26	17,492	138,500	138,500	185,836	34%
EXPENSES						
Salaries and Benefits	96,261	99,149	71,509	101,099	107,452	6%
Licenses	0	0	2,000	2,000	3,500	75%
Set-Up Expenses	0	1,254	9,000	4,800	4,800	0%
Cleaning Supplies	542	1,904	3,500	3,500	4,800	37%
Equipment Rental COS	0	0	0	0	7,000	0.00%
Conference & Training	0	0	1,000	1,000	1,000	0%
Special Events	0	0	0	0	0	0.00%
Office Supplies	319	1,284	1,100	1,100	1,200	9%
Repairs and Maintenance	23,437	5,518	10,000	5,000	5,000	0%
Depreciation Expense *	5,650	0	5,650	5,650	5,650	0%
Communications	0	236	1,200	1,200	1,140	-5%
Transfers Out - to General Fund**	0	0	20,000	0	0	0.00%
Software - Computer S/Ware ((17 Hat Cloud))					1,000	0.00%
Uniforms	0	949	660	250	600	140%
Payroll Fees (ADP)	0	0	0	0	960	0.00%
Staff Travel	0	0	0	0	229	0.00%
Membership Dues/Fees	0	0	0	0	0	0.00%
Bank Fees	690	787	2,000	2,000	500	-75%
General Expense	5,000	0	5,000	5,000	6,000	20%
Safety Plan	0	0	0	0	0	0.00%
Capital Outlay - Tables/Chairs, Sound System for Gold Room	0	7,100	25,000	5,000	35,000	600%
Total Operating Expenses	131,899	118,181	157,619	137,599	185,831	35%
Total Surplus / (Deficit) - Enterprise Fund	(131,873)	(100,689)	(19,119)	901	5	-99%

* Non-Cash Expense

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

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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
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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 Expenditure s	FY20 Actual Expenditure s	FY21 Approved Budget	FY22 Approved Budget	FY23 Approved Budget	FY23- >FY22 Change
City Manager	Active	1	\$ 85,490	\$ 88,055	\$ 90,696	\$ 100,000	\$ 105,900	\$ 5,900
Human Resources Specialist (P/T)	Active (30hrs/wk)	0.75	\$ 35,000	\$ 52,478	\$ 55,708	\$ 57,379	\$ 60,769	\$ 3,390
Executive Assistant	Active	1	\$ 48,583	\$ 50,040	\$ 53,046	\$ 54,637	\$ 57,865	\$ 3,228
Administrative Assistant	Active	1	\$ 33,842	\$ 37,000	\$ 39,249	\$ 40,426	\$ 42,821	\$ 2,395
Web Master/Media Specialist	Active	1	\$ -	\$ -	\$ 15,600	\$ 53,560	\$ 56,720	\$ 3,160
Bus Driver (P/T)	Active (30 hr/wk)	0.75	\$ 16,691	\$ 19,500	\$ 24,102	\$ 24,825	\$ 26,284	\$ 1,459
Benefits:								\$ -
Social Security/Medicare Tax	@ 7.65%	5.5	\$ 17,304	\$ 19,468	\$ 20,104	\$ 25,308	\$ 26,802	\$ 1,494
Retirement Contribution - City Mgr	@ 5%	1	\$ 4,275	\$ 4,403	\$ 4,535	\$ 5,000	\$ 5,295	\$ 295
Retirement Contribution - Others	2.5%	4.5	\$ 3,518	\$ 4,161	\$ 4,303	\$ 16,158	\$ 6,111	\$ (10,046)
Salary Increase/Incentive		1	\$ 6,087	\$ 6,827	\$ -	\$ -	\$ -	\$ -
Salary Increase/Incentive		4.5	\$ 6,588	\$ 7,412	\$ -	\$ -	\$ -	\$ -
Total		5.5	\$ 257,377	\$ 289,344	\$ 307,342	\$ 377,294	\$ 388,568	\$ 11,274

EXPENDITURES SUPPORT DATA			FY19 Actual Expenditure s	FY20 Actual Expenditure s	FY21 Approved Budget	FY22 Approved Budget	FY23 Approved Budget	FY23- >FY22 Change
Acct Code	Element/Object	Details						
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	\$ 3,000	\$ -
10.10.10.7651	HR Conference & Training	SHRM Conference, MML Employee training and seminars	\$ -	\$ -	\$ -	\$ 1,000	\$ 7,500	\$ 6,500
10.10.10.7960	Memberships & Dues	ICMA, ASPA, Md City/County Mgt Association, NFBPA; Staff Membership Associations	\$ 122	\$ 1,685	\$ 1,500	\$ 1,750	\$ 1,750	\$ -
10.10.10.8647	Special Events	MLK Jr Celebration \$1.5k / President's Day & Mardi Gras \$1.5k / Glenarden Inc. celebration \$900 / Glenarden Pioneers Day \$2.5k / Harvest Day \$2.75k /Polar Expr \$2.75k / Glenarden's Senior Appreciation Banquet \$5.5k	\$ 9,582	\$ 11,874	\$ 2,500	\$ 10,000	\$ 17,500	\$ 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	\$ 26,500	\$ 4,500
10.10.10.7132	Professional Services - Engineering	Engineering Services	\$ -	\$ 10,653	\$ 60,000	\$ 32,000	\$ 32,000	\$ 0
10.10.10.8630	Office Supplies	Letterhead, Envelopes, materials for brochures, ink toner and copier paper	\$ 4,711	\$ 10,727	\$ 5,200	\$ 5,200	\$ 5,200	\$ -
10.10.10.8361	Support Equipment	Office Desk & Chairs, Bookshelves, File Cabinets,	\$ 1,181	\$ 5,801	\$ 4,000	\$ 4,000	\$ 4,000	\$ 0
10.10.10.8632	HR Supplies	Letterhead, Envelopes, Folders, Ink toner and copier paper	\$ -	\$ -	\$ 2,000	\$ 2,000		\$ (2,000)
10.10.10.7630	Communications - Landline Communications - Wireless	Telephone Expense, Verizon Wireless	\$ 2,195	\$ 3,854	\$ 6,500	\$ 6,500	\$ 5,400	\$ (1,100)
10.10.10.6120	Temporary Employment	Temporary Employment as needed when vacancies occur	\$ 2,969	\$ 13,475	\$ 5,000	\$ 5,000	\$ 4,000	\$ (1,000)
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 / Call-A-Bus \$6k 10.10.10.7301	\$ 1,670	\$ 409	\$ -	\$ 250	\$ 6,250	\$ 6,000
10.10.10.7710	Election Board	Voting Machines, Salaries, and Advertising Salaries	\$ -	\$ -	\$ 30,000	\$ 43,000	\$ -	\$ (43,000)
10.10.10.7840	General Expense	Miscellaneous Discretionary	\$ 386	\$ 292	\$ 300	\$ 500	\$ 500	\$ -
Total Operating Expenditures			\$ 33,579	\$ 66,995	\$ 132,000	\$ 138,700	\$ 116,100	\$ (22,600)
Total Department Expenditures			\$ 290,956	\$ 356,339	\$ 439,342	\$ 515,994	\$ 504,668	\$ (11,326)

LEGAL

CITY OF GLENARDEN



**City of Glenarden
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LEGAL

Description

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

EXPENDITURES SUPPORT DATA							
Element/Object	Details	FY19 Actual Expenditures	FY20 Actual Expenditures	FY21 Approved Budget	FY22 Approved Budget	FY23 Approved Budget	FY23->FY22 Change
10.25.10.8211	Legal service, including attending meetings and court appearances						
	Annual fees	\$ 25,568	\$ 38,800	\$ 60,000	\$ 60,000	\$ 60,000	\$ -
Total Expenditures		\$ 25,568	\$ 38,800	\$ 60,000	\$ 60,000	\$ 60,000	\$ -

CABLE DEPARTMENT

CITY OF GLENARDEN



CABLE DEPT - Change to Communications Department

Description

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

OPERATING EXPENDITURES:

EXPENDITURES SUPPORT DATA

	Element/Object	Details	FY19 Actual Expenditures	FY20 Actual Expenditures	FY21 Approved Budget	FY22 Approved Budget	FY23 Approved Budget	FY23->FY22 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	\$ 79,806	\$ 54,806
10.15.15.8187/8188	PEG Grant - Studio	Consultant to Assess Upgrade of Video Equipment	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ 5,000	\$ -
10.15.15.8640	Operation Supplies	Misc. Media Supplies			\$ -	\$ 250	\$ 5,800	\$ 5,550
10.15.15.8368	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	\$ 8,500	\$ 6,000
10.15.15.7630	Communications	Telephone Expense, New Cable Telephone Line	\$ 10,148	\$ 10,506	\$ 11,000	\$ 10,500	\$ 16,000	\$ 5,500
10.15.15.7535	Interior Maintenance & Repairs	Interior Maintenance & Repairs					\$ 17,000	\$ 17,000
10.15.15.8230	Alarm Services	Cable Room Security Expense	\$ 411	\$ 614	\$ 500	\$ 500	\$ 4,583	\$ 4,083
Total Expenditures			\$ 45,441	\$ 36,702	\$ 37,500	\$ 68,750	\$ 161,689	\$ 92,939

LEGISLATIVE OFFICE

CITY OF GLENARDEN



**City of Glenarden
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LEGISLATIVE OFFICE

Description

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

PERSONNEL EXPENDITURES

Salaries & Wages	Status / Detail	Number	FY19 Actual Expenditures	FY20 Actual Expenditures	FY21 Approved Budget	FY22 Approved Budget	FY23 Approved Budget	FY23->FY22 Change
Council Members	Active	7	\$ 33,601	\$ 33,766	\$ 33,600	\$ 50,400	\$ 50,400	\$ -
Council Clerk	Active	1	\$ 46,443	\$ 47,540	\$ 50,732	\$ 57,000	\$ 60,355	\$ 3,355
Deputy Clerk (P/T)	Active (20-30hr)	0.5	\$ -	\$ -	\$ 22,000	\$ 28,500	\$ 30,000	\$ 1,500
Benefits:								
COLA Clerk	5.9%		\$ 3,162	\$ 1,470	\$ -	\$ -	\$ -	\$ -
Merit Computation	3.0%	2	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Social Security	@ 7.65%	9	\$ 6,136	\$ 5,998	\$ 5,564	\$ 10,396	\$ 10,768	\$ 371
Bonus		1.5	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Retirement Plan	2.5%	2	\$ 1,783	\$ 1,258	\$ 1,818	\$ 5,985	\$ 2,259	\$ (3,726)
Total Personnel Expenditures			\$ 91,125	\$ 90,032	\$ 113,714	\$ 152,281	\$ 153,781	\$ 1,500

OPERATING EXPENDITURES:

EXPENDITURES SUPPORT DATA

Acct Code	Element/Object	Details	FY19 Actual Expenditures	FY20 Actual Expenditures	FY21 Approved Budget	FY22 Approved Budget	FY23 Approved Budget	FY23->FY22 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	\$ 35,000	\$ -
10.30.10.7651	Conference & Training - C	IIMC Convention IIMC Clerk Certification Travel Quarterly Meeting	\$ 2,189 \$ - \$ -	\$ 2,004	\$ 1,500	\$ 1,500	\$ 5,000	\$ 3,500
10.30.10.7960	Memberships & Dues	MD Municipal League, P.G. County	\$ 7,244	\$ 6,900	\$ 7,140	\$ 7,140	\$ 7,200	\$ 60
	Memberships & Dues Clerk	Municipal Association, National League of Cities Clerk Association, IIMC Dues	\$ - \$ -	\$ - \$ 295	\$ 50 \$ 250	\$ 50 \$ 250	\$ 100 \$ 500	\$ 50 \$ 250
10.30.10.6300	Summer program	Youth Summer Program (Moved to Gen Ope)	\$ 150	\$ -	\$ -	\$ -	\$ -	\$ -
10.30.10.7130	Professional Services	Consulting Services, Temp. Employees, Parliamentarian - to attend public mtgs Marquee/Sandwich Board - Maintenance	\$ 275 \$ - \$ -	\$ 315 \$ - \$ -	\$ 5,000 \$ 6,000 \$ 2,000	\$ 5,000 \$ 6,000 \$ 2,000	\$ 5,000 \$ 10,000 \$ 5,000	\$ - \$ 4,000 \$ 3,000
10.30.10.8211	Legal Services	Legal Services	\$ 568	\$ -	\$ 5,000	\$ 5,000	\$ -	\$ (5,000)
10.30.10.8630	Office Supplies	Misc. Office Supplies & postage	\$ 7,887	\$ 6,599	\$ 10,000	\$ 10,000	\$ 10,000	\$ -
10.30.10.8631		Computers/laptops	\$ -	\$ -	\$ -	\$ 3,000	\$ 4,000	\$ 1,000
10.30.10.7830	Awards	Employee Incentive & Other Awards	\$ 5,977	\$ 2,308	\$ 3,000	\$ 3,000	\$ 2,000	\$ (1,000)
10.30.10.7125	Shore Scan Expense	Shore Scan Document Managing System Fees	\$ 174	\$ 1,292	\$ 1,500	\$ 1,500	\$ 1,500	\$ -
10.30.10.7510	Advertising	Advertising	\$ 305	\$ 406	\$ 1,500	\$ 1,500	\$ 1,500	\$ -
10.30.10.8647	Special Events	Christmas Party HEAL City Events Shred Day (2) Expungement Fair Back to School (Backpack Giveaway)	\$ - \$ - \$ - \$ - \$ -	\$ - \$ - \$ - \$ - \$ -	\$ - \$ 2,000 \$ - \$ - \$ -	\$ - \$ 2,000 \$ - \$ - \$ -	\$ 7,000 \$ 7,000 \$ 2,000 \$ 5,000 \$ 1,000	\$ 7,000 \$ 5,000 \$ - \$ - \$ -
		Community Outreach, and Glenarden Day	\$ 52,991	\$ 35,158	\$ 21,000	\$ 21,000	\$ 35,000	\$ 14,000
10.30.10.7630	Communication	Telephone Expense, Verizon Wireless	\$ 3,508	\$ 4,481	\$ 2,500	\$ 2,500	\$ 2,500	\$ -
10.30.10.7660	Codiification	eCode 360 Annual Maintenance Fee Updates	\$ - \$ 3,352	\$ 1,195 \$ -	\$ 1,195 \$ 3,000	\$ 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	\$ 2,500	\$ -
10.30.10.7840	General Expense	Mailers Council Discretionary (\$300 per councilmember)	\$ 1,162	\$ 1,818	\$ 2,100	\$ 2,100	\$ 2,100	\$ -
Support Equipment 10.30.10.8360		File cabinet	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Operating Expenditures			\$ 97,506	\$ 70,290	\$ 84,235	\$ 115,235	\$ 160,175	\$ 44,940
Total Expenditures			\$ 188,631	\$ 160,322	\$ 197,949	\$ 267,516	\$ 313,956	\$ 46,440

FINANCE

CITY OF GLENARDEN



**City of Glenarden
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FINANCE

Description

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

PERSONNEL EXPENDITURES:

Salaries & Wages	Status/Detail	Number	FY19 Actual Expenditures	FY20 Actual Expenditures	FY21 Approved Budget	FY22 Approved Budget	FY23 Approved Budget	FY23->FY22 Change
Treasurer	Active	1	\$ 76,491	\$ 78,786	\$ 83,584	\$ 64,091	\$ 91,171	\$ 27,080
Staff Accountant	Active	1	\$ 51,298	\$ 52,837	\$ 56,045	\$ 57,727	\$ 61,125	\$ 1,681
Assistant Staff Accountant	Active	1	\$ 44,133	\$ 45,457	\$ 49,682	\$ 51,173	\$ 54,187	\$ 3,014
Social Security/Medicare Tax	@7.65%	3	\$ 13,334	\$ 13,706	\$ 14,482	\$ 13,234	\$ 15,796	\$ 2,562
Retirement Benefits	2.5%	3	\$ 7,416	\$ 7,437	\$ 4,733	\$ 12,109	\$ 5,162	\$ (6,947)
Merit Incentive Audit Bonus - Treasurer			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Merit Computation		3	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
COLA Increase	5.9%		\$ 9,053	\$ 6,579	\$ -	\$ -	\$ -	\$ -
Total Personnel Expenditures		3	\$ 201,725	\$ 204,802	\$ 208,526	\$ 198,333	\$ 227,441	\$ 29,108

OPERATING EXPENDITURES:

EXPENDITURES SUPPORT DATA			FY19 Actual Expenditures	FY20 Actual Expenditures	FY21 Approved Budget	FY22 Approved Budget	FY23 Approved Budget	FY23->FY22 Change
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	\$ 4,500	\$ -
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	\$ 53,000	\$ 23,000
10.45.10.7125	Maintenance - Shore scan	Shorescan software maintenance & Support Service	\$ 2,235	\$ 1,292	\$ 1,500	\$ 2,000	\$ 1,330	\$ (670)
10.45.10.8630	Office Supplies	Office supplies expense	\$ 1,839	\$ 2,761	\$ 3,500	\$ 3,500	\$ 4,000	\$ 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	\$ 4,500	\$ 1,500
10.45.10.7960	Memberships & Dues	Professional organizations for staff Finance Officers Assoc dues	\$ 290	\$ 909	\$ 1,000	\$ 1,000	\$ 500	\$ (500)
10.45.10.6120	Temporary Staffing	Temporary Staffing to assist with cleaning up and organizing the records in Finance Office	\$ -	\$ -	\$ 5,000	\$ 27,713	\$ 5,600	\$ (22,113)
10.45.10.8380	Publications & Reviews	Newspaper & Magazines Budgeting & Accounting Reporting publications	\$ -	\$ -	\$ 100	\$ 100	\$ 200	\$ 100
10.45.10.7130	Professional Services	Financial Statements Auditing Services FY 2022 and other Contractual consulting services	\$ 11,475 \$ -	\$ 23,867 \$ -	\$ 25,000 \$ 3,000	\$ 25,000 \$ 3,000	\$ 27,000 \$ -	\$ 2,000
10.45.10.7840	General Expense	Miscellaneous Expenses	\$ -	\$ 546	\$ 1,000	\$ 1,000	\$ 300	\$ (700)
10.45.10.7510	Advertisement	Classified ads	\$ -	\$ -	\$ 100	\$ 100	\$ 850	\$ 750
10.45.10.7630	Communications	Telephone Expense, Verizon Wireless	\$ 720	\$ 3,399	\$ 3,300	\$ 3,300	\$ 2,088	\$ (1,212)
Total Operating Expenditures			\$ 30,601	\$ 44,483	\$ 56,500	\$ 104,213	\$ 103,868	\$ (345)
Total Expenditures			\$ 232,326	\$ 249,285	\$ 265,026	\$ 302,547	\$ 331,309	\$ 28,763

EXECUTIVE OFFICE

CITY OF GLENARDEN



**City of Glenarden
FY2023
Approved Budget**

7/26/2022

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	FY23 Approved Budget	FY23->FY22 Change
Salary								
Mayor	Active	1	\$ 6,000	\$ 6,618	\$ 6,000	\$ 8,400	\$ 8,400	\$ -
Social Security	@.0765	1	\$ 460	\$ 459	\$ 459	\$ 643	\$ 643	\$ 0
Total Personnel Expenditures			\$ 6,460	\$ 7,077	\$ 6,459	\$ 9,043	\$ 9,043	\$ 0

OPERATING EXPENDITURES:

EXPENDITURES SUPPORT DATA								
Acct Code	Element/Object	Details	FY19 Actual Expenditures	FY20 Actual Expenditures	FY21 Approved Budget	FY22 Approved Budget	FY23 Approved Budget	FY23->FY22 Change
10.50.10.7650	Conference & Training	Maryland Black Mayors Inc; World Association of mayors; Maryland Mayors Association (spring/winter); International Association of Administrative Professional (IAAP) Summit; MML Convention (summer/fall), MACo Summer Conference; MaCO Winter Convention attendance; Administrative Professionals Conference; Prof. Dev. Training for support staff The Administrative Assistants Conference - Mileage Reimbursement and Per Diem Expense	\$ 2,213	\$ 850	\$ 6,000	\$ 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	\$ 1,500	\$ 400
10.50.10.7130	Professional Services	Consulting, Planning & Programs	\$ -	\$ -	\$ 2,500	\$ 2,500	\$ -	\$ (2,500)
10-50-10-7510	Community Adv/Promotion Outreach	Promotional (Pen, Pencil, Pins, T-Shirts, Etc)	\$ 700	\$ -	\$ 1,200	\$ 1,200	\$ 1,200	\$ -
10.50.10.8360	Support Equipment	Office Furniture/Computer Equipment for Executive Assistant Office	\$ -	\$ 1,801	\$ 2,000	\$ 2,000	\$ 2,000	\$ -
10.50.10.7630	Communications	Telephone Expense, Verizon Wireless	\$ 1,265	\$ 1,509	\$ 2,000	\$ 2,000	\$ 2,000	\$ 0
10.50.10.8630	Office Supplies	Misc. Office Supplies	\$ 73	\$ 310	\$ 1,200	\$ 1,200	\$ 1,200	\$ -
10.50.10.7840	General Expenses	Mayor Discretionary Fund (registrations /city swag/button up shirt, polo shirts/ Mayor gallery frames, engraving / quarterly and annual awards ceremony etc.	\$ -	\$ 200	\$ 300	\$ 300	\$ 600	\$ 300
								\$ -
								\$ -
								\$ -
Total Operating Expenditures			\$ 5,263	\$ 5,730	\$ 16,300	\$ 16,300	\$ 14,500	\$ (1,800)
Total Expenditures			\$ 11,723	\$ 12,807	\$ 22,759	\$ 25,343	\$ 23,543	\$ (1,800)

PUBLIC SAFETY

CITY OF GLENARDEN



**City of Glenarden
FY2023
Approved Budget**

7/26/2022

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	FY23 Approved Budget	FY23->FY22 Change
Chief Police	Active	1	\$ 83,000	\$ 85,490	\$ 93,136	\$ 95,930	\$ 101,590	\$ 5,660
Captain	Active	1	\$ 62,000	\$ 63,860	\$ 67,743	\$ 71,320	\$ 75,531	\$ 4,211
Lieutenant	Active	1	\$ -	\$ 56,000	\$ 59,409	\$ 62,736	\$ 66,434	\$ 3,698
Sergeant	Active	1	\$ 49,845	\$ 54,000	\$ 57,288	\$ 60,551	\$ 64,121	\$ 3,570
Sergeant	Active	1	\$ 48,834	\$ 50,299	\$ 55,617	\$ 58,830	\$ 62,293	\$ 3,463
Corporal	Active/Vacant	1	\$ 49,845	\$ 51,340	\$ 49,318	\$ 52,343	\$ 49,318	\$ (3,025)
Corporal	Active	1	\$ 46,890	\$ 49,209	\$ 48,500	\$ 51,500	\$ 54,539	\$ 3,039
Detective (Vacant)	Active/Vacant		\$ 47,741	\$ 49,173	\$ -	\$ 50,648	\$ -	\$ (50,648)
Private	Active	1	\$ 45,348	\$ -	\$ 54,203	\$ 57,374	\$ 61,500	\$ 4,126
Private	Active	1	\$ 45,348	\$ 46,709	\$ 46,683	\$ 50,589	\$ 53,570	\$ 2,981
Officer	Active	1	\$ 45,348	\$ 46,709	\$ 53,710	\$ 56,866	\$ 49,253	\$ (7,613)
Officer	Active	1	\$ 45,348	\$ 46,709	\$ 50,046	\$ 53,093	\$ 57,491	\$ 4,398
Officer	Active	1	\$ 45,348	\$ 46,709	\$ 45,355	\$ -	\$ 49,253	\$ 49,253
Officer	Active	1	\$ -	\$ -	\$ -	\$ -	\$ 49,253	\$ 49,253
Officer	Active	1	\$ 44,027	\$ 45,348	\$ 45,355	\$ 48,260	\$ 52,381	\$ 4,120
Officer	Active	1			\$ 45,150	\$ 48,260	\$ 50,883	\$ 2,623
Officer	Active	1			\$ 45,150	\$ 48,050	\$ 50,883	\$ 2,833
Officer	Active	1	\$ 42,745	\$ 42,745	\$ 45,000	\$ 48,050	\$ 49,781	\$ 1,731
Officer	Active	1			\$ 45,000	\$ 46,500	\$ 49,253	\$ 2,753
Officer	Active	1			\$ 0	\$ 46,500	\$ 49,253	\$ 2,753
Officer (P/T)	Active	1	\$ -	\$ -	\$ 22,002	\$ 23,413	\$ 52,138	\$ 28,725
Administrative Assistant	Active	1	\$ 39,145	\$ 45,319	\$ 46,683	\$ 48,083	\$ 44,517	\$ (3,566)
Police Clerk	Active	1	\$ 30,550	\$ 31,466	\$ 33,743	\$ 34,755	\$ 40,838	\$ 6,083
Overtime	Overtime estimate		\$ 20,000	\$ -	\$ 20,000	\$ 20,000	\$ 25,000	\$ 5,000
Benefits:								
Social Security/Medicare Tax	@ .0765	22	\$ 61,646	\$ 64,276	\$ 79,108	\$ 86,724	\$ 96,319	\$ 9,595
Retirement Plan - Chief	2.5%	1	\$ 2,490	\$ 2,565	\$ 2,794	\$ 2,878	\$ 2,540	\$ (338)
Retirement Plan - Other Staff	2.5%	21	\$ 12,987	\$ 26,218	\$ 23,024	\$ 72,640	\$ 28,937	\$ (43,702)
Merit Increase / Bonus			\$ 5,000	\$ 26,610	\$ 4,021	\$ 4,142	\$ -	\$ (4,142)
COLA Officers incl.Chief	5.9%		\$ 60,326	\$ 24,333	\$ -	\$ -	\$ -	\$ -
Awards and Promotions			\$ -	\$ -	\$ 5,000	\$ -	\$ -	\$ -
Total Personnel Expenditures		22	\$ 933,812	\$ 955,085	\$ 1,143,037	\$ 1,300,037	\$ 1,386,870	\$ 86,833

**City of Glenarden
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PUBLIC SAFETY

OPERATING EXPENDITURES:

EXPENDITURES SUPPORT DATA								
Acct Code	Element/Object	Details	FY19 Actual Expenditures	FY20 Actual Expenditures	FY21 Approved Budget	FY22 Approved Budget	FY23 Approved Budget	FY23->FY22 Change
10.55.50.7650	Conference & Training	In-Service training, Weapon training based on 16 officers, Mental health training, and Active Shooter training/ PG Public Health Norcan Training	\$ 2,230	\$ 1,355	\$ 14,400	\$ 14,400	\$ 20,000	\$ 5,600
10.55.50.7120	Maintenance Agreement	Maintenance office equipment and Co	\$ 249	\$ -	\$ 2,220	\$ 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	\$ 4,400	\$ (0)
10.55.50.7300	Repair & Maintenance-	Preventive maintenance	\$ 35,239	\$ 16,689	\$ 40,000	\$ 40,000	\$ 55,000	\$ 15,000
10.55.50.7960	Membership/Dues	Membership and Dues	\$ 1,245	\$ 1,335	\$ 1,500	\$ 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	\$ 21,017	\$ 54,972	\$ 54,260	\$ 54,260	\$ 54,260	\$ -
10.55.50.8360	Support Equipment -Vehicles	New police cruizers, upfitting and 2 new cars, upfit of two cars, two car	\$ -	\$ 162,361		\$ -	\$ -	\$ -
10.55.50.8360	Support Equipment - Furniture	Police support equipment Two tazers,two body cameras	\$ -	\$ 2,921	\$ -	\$ 21,628	\$ 21,628	\$ -
10.55.50.8360	Support Equipment - Other	New Office Furniture	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10.55.50.7791	Live Scan Expense	Live Scan Fingerprinting	\$ 14,377	\$ 17,566	\$ 16,000	\$ 16,000	\$ 16,000	\$ 0
10.55.50.8630	Office Supplies	Paper, Pens, Letterhead, printer cartridges & toner, pencils	\$ 3,446	\$ 1,557	\$ 2,500	\$ 2,500	\$ 2,500	\$ -
10.55.50.8647	Special Events	Parades, Comm. Outreach,	\$ 7,710	\$ 8,782	\$ 10,000	\$ 10,000	\$ 17,500	\$ 7,500
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	\$ -	\$ (4,000)
10.55.50.7950	Police Trial Board Expenditures	Expenditures for Police Trial Board - with Council Approval	\$ -	\$ -	\$ 15,000	\$ 15,000	\$ 15,000	\$ -
10.55.50.8790	New Officers Start Up Costs	All associated start up equipment	\$ 2,402	\$ 8,578	\$ 13,000	\$ 13,000	\$ 13,000	\$ 0
10.55.50.7630	Communications	Telephone Expense, Verizon Wireless	\$ 9,419	\$ 21,794	\$ 32,160	\$ 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	\$ 3,000	\$ -
10.55.50.8450	Uniforms	Dress uniforms, rain coats, uniform p repairs including 6 Bullet proof vests,	\$ 8,001	\$ 2,914	\$ 10,548	\$ 10,548	\$ 21,548	\$ 11,000
10.55.50.8520	Ammunition	Annual weapons qualification	\$ 1,951	\$ 4,062	\$ 4,000	\$ 4,000	\$ 6,300	\$ 2,300
10.55.50.8612	Energy-Gasoline	Vehicle fuel expense Gas increase 30%	\$ 60,769	\$ 53,031	\$ 65,000	\$ 65,000	\$ 65,000	\$ (0)
10.55.50.8640	Operating Supplies	Ticket Book, Hand Cleaner for finger printing supplies	\$ 1,434	\$ 757	\$ 1,000	\$ 1,000	\$ 1,000	\$ 0
Total Operating Expenditures			\$ 171,861	\$ 365,137	\$ 292,988	\$ 314,616	\$ 352,016	\$ 37,400
Total Expenditures			\$ 1,105,673	\$ 1,320,222	\$ 1,436,025	\$ 1,614,653	\$ 1,738,886	\$ 124,233

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
FY2023
Approved Budget**

7/26/2022

Code Enforcement

Description

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

PERSONNEL EXPENDITURES

Wages	Status/ Detail	Number	FY19 Actual Expenditures	FY20 Actual Expenditures	FY21 Approved Budget	FY22 Approved Budget	FY23 Approved Budget	FY23->FY22 Change
Code Enforcement Officer -Bennett	Active	1	\$ 42,436	\$ 43,709	\$ 46,362	\$ 47,752	\$ 47,645	\$ (108)
Code Enforcement Officer - Wright	Active PT (40hrs)	1	\$ -	\$ -	\$ -	\$ 45,000	\$ 45,530	\$ 530
Code Enforcement Officer PT	Inactive		\$ 30,944	\$ 31,872	\$ 33,817	\$ -	\$ -	\$ -
Code Enforcement Officer PT-Williams	Approved PT (20hrs)	0.5	\$ -	\$ -	\$ -	\$ 22,500	\$ 23,822	\$ 1,322
Benefits:								
Social Security	@ 7.65%	2.5	\$ 5,782	\$ 5,955	\$ 6,134	\$ 8,817	\$ 8,950	\$ 133
Retirement Plan	2.5%	2.5	\$ 829	\$ 853	\$ 2,004	\$ 8,068	\$ 2,925	\$ (5,143)
COLA	5.9%		\$ 2,201	\$ 2,267	\$ -	\$ -	\$ -	\$ -
Merit Increase		2.5					\$ -	\$ -
Total Personnel Expenditures		2.5	\$ 82,192	\$ 84,658	\$ 88,317	\$ 132,137	\$ 128,873	\$ (3,264)

OPERATING EXPENDITURES:

EXPENDITURES SUPPORT DATA								
Acct Code	Element/Object	Details	FY19 Actual Expenditures	FY20 Actual Expenditures	FY21 Approved Budget	FY22 Approved Budget	FY23 Approved Budget	FY23->FY22 Change
10.20.10.7650	Conference & Training	Code enforcement required	\$ 50	\$ 395	\$ 1,500	\$ 1,500	\$ 4,500	\$ 3,000
10.20.10.7300	Repair & Maintenance-Vehicles	Preventive maintenance	\$ 1,359	\$ 5,299	\$ 1,700	\$ 1,700	\$ 3,200	\$ 1,500
10.20.10.8630	Office Supplies	Paper, pens, pencils, printer etc.	\$ 656	\$ 756	\$ 600	\$ 600	\$ 590	\$ (10)
10.20.10.7630	Communications	Telephone Expense, Verizon Wirel	\$ 1,874	\$ 2,314	\$ 1,000	\$ 2,500	\$ 2,500	\$ -
10.20.10.7121	Software	Permit Tracking System	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ 1,500	\$ 500
10.20.10.8640	Operating Supplies	Brochures, Ticket Books, Warning Code Book Publication - 1,200	\$ -	\$ 6	\$ 1,700	\$ 1,700	\$ 560	\$ (1,140)
10.20.10.8360	Support Equipment	Code Enforcement - Misc Support Laptop computer - 850	\$ 8,253	\$ 22	\$ 1,350	\$ 1,350	\$ 1,370	\$ 20
10.20.10.8450	Uniforms	Uniforms, uniform patches, PPE, badges	\$ 74	\$ 486	\$ 500	\$ 500	\$ 350	\$ (150)
10.20.10.8612	Energy-Gasoline	Vehicle fuel two	\$ 839	\$ 1,637	\$ 2,500	\$ 2,500	\$ 2,500	\$ -
10.20.10.8792	New officer Setup	Uniform and other Initial items for new officers.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
								\$ -
Total Operating Expenditures			\$ 13,105	\$ 10,915	\$ 11,850	\$ 13,350	\$ 17,070	\$ 3,720
Total Expenditures			\$ 95,297	\$ 95,573	\$100,167	\$ 145,487	\$ 145,943	\$ 456

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:

	Status / Detail	Full-Time Equivalents (FTEs)	FY19 Actual Expenditures	FY20 Actual Expenditures	FY21 Approved Budget	FY22 Approved Budget	FY23 Approved Budget	FY23->FY22 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	\$ 57,205	\$ 3,185
Assistant Field Supervisor	Active		\$ 40,000	\$ 41,200	\$ 43,709	\$ -	\$ -	\$ -
Maintenance Tech II - Rankin	Active	1	\$ -	\$ -	\$ 37,128	\$ 35,565	\$ 39,715	\$ 4,150
Maintenance Tech II - Cornealius	Active	1	\$ 32,600	\$ 33,578	\$ 30,184	\$ 31,089	\$ 32,913	\$ 1,824
Maintenance Tech III - Cambell	Active	1	\$ 35,000	\$ 36,050	\$ 38,242	\$ 39,389	\$ 41,720	\$ 2,330
Maintenance Tech I - Jones (02/2022)	Active	1	\$ 31,000	\$ 31,930	\$ 33,871	\$ 31,000	\$ 35,882	\$ 4,882
Maintenance Tech III - McFadden	Active	1	\$ 33,000	\$ 33,990	\$ 38,178	\$ 39,323	\$ 41,631	\$ 2,309
Overtime	Overtime hours	5	\$ 7,500	\$ 7,725	\$ 7,957	\$ 8,195	\$ 9,000	\$ 805
Benefits:								
Social Security/Medicare Tax	@ 7.65%	7	\$ 17,904	\$ 17,843	\$ 21,551	\$ 23,759	\$ 25,250	\$ 1,491
Retirement	2.5%	7	\$ 7,831	\$ 6,506	\$ 5,889	\$ 21,741	\$ 8,252	\$ (13,489)
COLA for All Dept	0.059		\$ 17,079	\$ (13,997)	\$ -			\$ -
Merit Computation/Bonus	0		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Personnel Expenditures			\$ 269,914	\$ 244,264	\$ 309,155	\$ 356,081	\$ 363,567	\$ 7,486

OPERATING EXPENDITURES:

EXPENDITURES SUPPORT DATA								
Acct Code	Element/Object	Details	FY19 Actual Expenditures	FY20 Actual Expenditures	FY21 Approved Budget	FY22 Approved Budget	FY23 Approved Budget	FY23->FY22 Change
10.60.60.7650	Conference & Training	MOSHA & OSHA Workplace Safety and required training	\$ 1,020	\$ 352	\$ 4,000	\$ 1,750	\$ 2,000	\$ 250
10.60.60.7130	Professional Services	Engineering and reserve studies for streets, sidewalks and street trees	\$ 82	\$ 5,475	\$ 6,000	\$ 2,500	\$ 6,000	\$ 3,500
10.60.60.7240	Snow Removal	Contract expense for materials, snow removal and salt	\$ 38,351	\$ 5,106	\$ 40,000	\$ 40,000	\$ 40,000	\$ -
10.60.60.7290	Waste Removal	Dumping fees for branches, grass and leaves from park, and vacant lots owned by the City.	\$ 851	\$ 496	\$ 4,000	\$ 1,500	\$ 1,200	\$ (300)
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	\$ 35,000	\$ 0
10.60.60.7315	Street Cleaning	Street Cleaning Expenses	\$ -	\$ -	\$ 10,000	\$ -	\$ -	\$ -
10.60.60.8230	Building Security	Building security expense for Municipal Center including new Cameras around City Hall	\$ 5,310	\$ 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	\$ 4,000	\$ (1,000)
10.60.60.7310	Repairs & Maintenance-Parks / Landscaping	Maintenance of City Hall Grounds and parks; including removal of weeds, pole and sign maintenance; Landscaping Contracts	\$ 3,932	\$ 2,252	\$ 5,000	\$ 5,000	\$ 13,000	\$ 8,000
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	\$ 20,000	\$ -
10.60.60.7300	Repair and Maintenance-Vehicles	Vehicle repairs for three trucks	\$ 16,745	\$ 11,318	\$ 15,000	\$ 5,000	\$ 4,520	\$ (480)
10.60.60.7301	Repair and Maintenance-Call-A-Bus	Vehicle repairs for Call A Bus	\$ 4,928	\$ 265	\$ 6,000	\$ 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	\$ 3,790	\$ -
10.60.60.7630	Communications	Walkie Talkies or cell phones	\$ 820	\$ 3,215	\$ 3,000	\$ 3,000	\$ 3,792	\$ 792
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	\$ 12,000	\$ (1,500)
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	\$ 9,000	\$ -
10.60.60.8630	Office Supplies	Binders, pens, paper, toner cartridges, folders,	\$ 651	\$ 3,103	\$ 500	\$ 500	\$ 500	\$ 0
10.60.60.8612	Energy-Gasoline	Vehicle fuel	\$ 741	\$ -	\$ 15,000	\$ 5,000	\$ 5,760	\$ 760
Total Operating Expenditures			\$ 139,064	\$ 109,759	\$ 209,500	\$ 159,040	\$ 160,562	\$ 1,522
Total Expenditures			\$ 408,978	\$ 354,023	\$ 518,655	\$ 515,121	\$ 524,129	\$ 9,008

GENERAL OPERATIONS

CITY OF GLENARDEN



**City of Glenarden
FY2023
Approved Budget**

7/26/2022

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	FY23 Approved Budget	FY23->FY22 Change
10.75.10.8613	Utilities: Water/Sewer	Water & Sewer City Hall	\$ 1,318	\$ 2,390	\$ 3,300	\$ 3,300	\$ 1,820	\$ (1,480)
10.75.10.8611	Utilities: Natural Gas	Natural Gas City Hall	\$ 717	\$ 930	\$ 6,000	\$ 4,500	\$ 1,830	\$ (2,670)
10.75.10.8610	Utilities: Electric	Electricity City Hall & street lights - BGE	\$ 128,549	\$ 155,849	\$ 140,000	\$ 140,000	\$ 120,000	\$ (20,000)
10.75.10.6210	Health Care Insurance	Employees Health Care Coverage expenses	\$ 218,364	\$ 325,938	\$ 360,000	\$ 360,000	\$ 335,000	\$ (25,000)
10.75.10.8691	Copier Leasing	Lease & Maintenance Agreements-Copier	\$ 3,000	\$ 3,979	\$ 3,000	\$ 6,800	\$ 4,000	\$ (2,800)
10.75.10.7120	Maintenance -Copier	Copier Maintenance	\$ 7,459	\$ 7,247	\$ 3,000	\$ 6,000	\$ 6,780	\$ 780
10.75.10.7122	Telephone Maintenance	Maintenance Agreements-Telephone	\$ 1,736	\$ -	\$ 1,500	\$ 1,750	\$ 2,000	\$ 250
10.75.10.7121	Computer Maintenance	Maintenance Agreement Computer/IT	\$ 14,400	\$ 16,138	\$ 24,000	\$ 30,000	\$ 26,600	\$ (3,400)
10.75.10.7510	Classified Advertising	Ad for equipment, products and personnel	\$ -	\$ 811	\$ 1,500	\$ 1,500	\$ 1,500	\$ -
10.75.10.7830	Misc. Expense	COG - Staff Appreciation and Awards	\$ 316	\$ -	\$ 5,000	\$ 5,000	\$ 5,000	\$ -
10.75.10.6112	Salaries - Suspense	Salary Increases Based on Survey	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ 50,000
10.75.10.6135	Bonus - Suspense	Bonus - Based on Merit	\$ -	\$ -	\$ -	\$ -	\$ 80,000	\$ 80,000
10.75.10.8182	Youth Summer Employment	Summer Youth Programs and Activities	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ 5,000	\$ -
10.75.10.7630	Telephone and Communications	Telephone Expense, Verizon Wireless	\$ 29,608	\$ 6,233	\$ 7,000	\$ 7,000	\$ 16,000	\$ 9,000
10.75.10.7520	Service Fees-ADP Payroll	Payroll Processing Fees, including 2 biometric time clocks	\$ 12,289	\$ 14,261	\$ 16,000	\$ 13,000	\$ 7,020	\$ (5,980)
10.75.10.8190	Postage Service	Postage expense	\$ 24,902	\$ 13,257	\$ 15,000	\$ 15,000	\$ 10,000	\$ (5,000)
10.75.10.7880	Bond Insurance	Bond Insurance	\$ (125)	\$ 1,022	\$ 1,000	\$ 1,000	\$ 804	\$ (196)
10.75.10.6240	Unemployment Insurance	State unemployment insurance and FUTA	\$ 9,977	\$ 12,247	\$ 32,585	\$ 15,000	\$ 15,500	\$ 500
10.75.10.7883	Vehicle Insurance	City cars insurance expense	\$ 22,749	\$ 27,721	\$ 25,436	\$ 25,436	\$ 29,934	\$ 4,498
10.75.10.7881	LGIT - Police Liability Insurance	Police Officers' Liability Insurance Coverage	\$ 20,536	\$ 19,471	\$ 19,372	\$ 19,372	\$ 26,619	\$ 7,247
10.75.10.7882	LGIT - Public Officers' Insurance	Insurance expense -Public Officers	\$ 5,845	\$ 6,709	\$ 3,851	\$ 6,000	\$ 1,811	\$ (4,189)
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	\$ 9,001	\$ (1,978)
10.75.10.7845	General expense-Storage and Archive	Archiving Expense	\$ 5,603	\$ 8,144	\$ 10,000	\$ 7,500	\$ 8,544	\$ 1,044
10.75.10.7230	Contracts-Trash - City	Solid Waste Contract	\$ 425,415	\$ 507,967	\$ 430,000	\$ 430,000	\$ 701,000	\$ 271,000
10.75.10.7250	Contracts-Trash	Solid Waste Contract	\$ -	\$ -	\$ -	\$ -	\$ 62,000	\$ 62,000
10.75.10.7300	Repairs & Maintenances-Vehicles	City Administration's car repair	\$ -	\$ -	\$ -	\$ 2,500	\$ 500	\$ (2,000)
10-75-10-6250	IWIF Expense	Workers' Compensation Insurance	\$ 120,283	\$ 126,257	\$ 135,000	\$ 135,000	\$ 125,000	\$ (10,000)
10.75.10.8110	Newsletter - Printing and Postage Cost	Newletter Expenditure	\$ -	\$ -	\$ 4,000	\$ 4,000	\$ 6,500	\$ 2,500
10.75.10.7790	Drug Screening	New Hires	\$ -	\$ 119	\$ 400	\$ 500	\$ 500	\$ -
10.75.10.7124	Web Site	City of Glenarden website	\$ 12,700	\$ 369	\$ 6,000	\$ 10,000	\$ 5,800	\$ (4,200)
10.75.10.7560	Bank Fees	Bank Fees	\$ 4,132	\$ 4,437	\$ 4,000	\$ 4,000	\$ 8,400	\$ 4,400
10.75.10.8200	Pension Plan Fees	Pension Plan Fees (GHI, DIS, Acct, Monthly)	\$ 6,292	\$ -	\$ 11,000	\$ 11,000	\$ 5,280	\$ (5,720)
10.75.10.8630	Office Supplies	Copier paper	\$ 7,690	\$ 3,720	\$ 6,600	\$ 6,600	\$ 4,000	\$ (2,600)
Total Budget			\$ 1,089,429	\$ 1,271,154	\$ 1,290,523	\$ 1,287,737	\$ 1,683,743	\$ 396,006

WTC COMMUNITY CENTER

CITY OF GLENARDEN



**City of Glenarden
FY2023
Approved Budget**

7/26/2022

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	FY23 Approved Budget	FY23->FY22 Change
10.95.10.8610	Utilities	Electricity		\$ 500	\$ 500	\$ 300	\$ 500	\$ 200
10.95.10.7630	Communications	Telephone & Communications		\$ 1,200	\$ 1,200	\$ 200	\$ 1,200	\$ 1,000
10.95.10.8630	Office Supplies	Office Supplies	\$ 811	\$ 563	\$ 500	\$ 500	\$ 563	\$ 63
10.95.10.8645	Set-up Supplies	Set-up Supplies	\$ 962	\$ 340	\$ 1,000	\$ 1,000	\$ 340	\$ (660)
10.95.10.8646	Cleaning Supplies	Cleaning Supplies	\$ 370	\$ 904	\$ 500	\$ 500	\$ 900	\$ 400
10.95.10.7535	Building Maintenance & Repairs	Interior Maintenance & Repairs, painting	\$ -	\$ 385	\$ 4,000	\$ 2,000	\$ 385	\$ (1,615)
10.95.10.8230	Furniture	Furniture						\$ -
10.95.10.7655	Travel	Staff Travel to/fr WTC					\$ 400	\$ 400
Total Expenditures			\$ 2,143	\$ 3,892	\$ 7,700	\$ 4,500	\$ 4,288	\$ (212)

VETERAN'S MEMORIAL

CITY OF GLENARDEN



Veterans Memorial

Description

The Veterans Memorial Park was dedicated in 2015.

EXPENDITURES SUPPORT DATA									
Acct Code	Element/Object	Details	FY18 Actual Expenditures	FY19 Actual Expenditures	FY20 Actual Expenditures	FY21 Approved Budget	FY22 Approved Budget	FY23 Approved Budget	FY23->FY22 Change
Veterans Memorial Pavers 10.71.71.7246		Pavers for Veterans Memorial Park	\$ 10,381	\$ 618	\$ -	\$ -		\$ 8,000	\$ 8,000
Veterans Memorial Maintenance 10.71.71.7310		Landscaping Contract (Brightview >\$7,320.33), maintenance, and electrical work			\$ 4,684	\$ 7,000	\$ 7,320	\$ 9,400	\$ 2,080
Total Expenditures			\$ 10,381	\$ 618	\$ 4,684	\$ 7,000	\$ 7,320	\$ 17,400	\$10,080

GOLD ROOM

CITY OF GLENARDEN



**City of Glenarden
FY2023
Approved Budget**

7/26/2022

GOLD ROOM

Description

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

PERSONNEL EXPENSES:

	Status / Detail	Full-Time Equivalents (FTEs)	FY19 Actual Expenditures	FY20 Actual Expenditures	FY21 Approved Budget	FY22 Approved Budget	FY23 Approved Budget	FY23->FY22 Change
Gold Room Coordinator	FT/ Active	1	\$ 38,252	\$ 39,400	\$ 40,582	\$ 41,799	\$ 44,265	\$ 2,466
Event crew Chief	PT/ Active	0.5	\$ 12,501	\$ 12,876	\$ 6,631	\$ 14,068	\$ 14,068	\$ -
Event crew member	PT/Active	0.5	\$ 11,364	\$ 11,705	\$ 6,028	\$ 13,072	\$ 13,072	\$ -
Event crew member	PT/Active	0.5	\$ 11,364	\$ 11,705	\$ 6,028	\$ 13,072	\$ 13,072	\$ -
Event crew member	PT/ Active	0.5	\$ 11,364	\$ 11,705	\$ 6,028	\$ 13,075	\$ 13,075	\$ -
Event crew member	PT/ Active	0.5	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Social Security	@7.65%	0.5	\$ 6,685	\$ 6,886	\$ 2,573	\$ 3,637	\$ 7,463	\$ 3,826
Retirement	@2.5%	0	\$ 2,185	\$ 2,250	\$ 1,681	\$ 2,377	\$ 2,439	\$ 62
COLA	3.0%		\$ 2,545	\$ 2,622	\$ 1,959	\$ -	\$ -	\$ -
Merit Increase	3.0%		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Personnel Expenses			\$ 96,261	\$ 99,149	\$ 71,509	\$ 101,099	\$ 107,452	\$ 6,353

OPERATING EXPENSES:

EXPENDITURES SUPPORT DATA								
Account Code	Element/Object	Details	FY19 Actual Expenditures	FY20 Actual Expenditures	FY21 Approved Budget	FY22 Approved Budget	FY23 Approved Budget	FY23->FY22 Change
55.70.70.7700	Licenses	Dance Hall License	\$ -	\$ -	\$ 2,000	\$ 2,000	\$ 3,500	\$ 1,500
55.70.70.8395	Equipment Rental Cost	Cost of - Rental Of Equipment (Chairs,					\$ 7,000	\$ 7,000
55.70.70.8645	Set up expenses	Tablecloths, Napkins and Cups	\$ -	\$ 1,254	\$ 9,000	\$ 4,800	\$ 4,800	\$ -
	Soda & Potato Chips Set Up	Soda and Chips						\$ -
55.70.70.8644								\$ -
55.70.70.8646	Cleaning Supplies	Includes mops, brooms, cleaning supplies	\$ 542	\$ 1,904	\$ 3,500	\$ 3,500	\$ 4,800	\$ 1,300
55.70.70.7650	Training	Coordinator training	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	\$ -
								\$ -
55.70.70.8630	Office Supplies	Office Supplies, Furniture and Equipment	\$ 319	\$ 1,284	\$ 1,100	\$ 1,100	\$ 1,200	\$ 100
55.70.70.7630	Communications	Telephone Expense, Verizon Wireless	\$ -	\$ 236	\$ 1,200	\$ 1,200	\$ 1,140	\$ (60)
55.70.70.7560	Fees-Bank	Bank Fees	\$ 690	\$ 787	\$ 2,000	\$ 2,000	\$ 500	\$ (1,500)
55.70.70.7121	Maintenance - Computer System	Computer Software -(17 Hat Cloud)					\$ 1,000	\$ 1,000
55.70.70.8360	Support Equipment	Support Equipment					\$ -	\$ -
55.70.70.8700	Depreciation Expense	Gold Room assets Depreciation Expense	\$ 5,650	\$ -	\$ 5,650	\$ 5,650	\$ 5,650	\$ -
55.70.70.9910	Operation Transfer	Utilities Expense Administrative Cost	\$ -	\$ -	\$ 20,000	\$ -	\$ -	\$ -
								\$ -
55.70.70.8450	Uniforms - Rental & Maintenance	Uniforms	\$ -	\$ 949	\$ 660	\$ 250	\$ 600	\$ 350
55.70.70.7520	Payroll Charges	ADP Fees	\$ -	\$ -	\$ -	\$ -	\$ 960	\$ 960
55.70.70.7655	Travel	Staff Travel	\$ -	\$ -	\$ -	\$ -	\$ 229	\$ 229
55.70.70.7530	Repairs and Maintenance	Electrical, plumbing and repairs and misc room maintenances, Carpet cleaning, Dry cl.	\$ 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	\$ 6,000	\$ 1,000
55.70.70.7610	Capital Outlay	Furniture, Sound System for Gold Room	\$ -	\$ 7,100	\$ 25,000	\$ 5,000	\$ 35,000	\$ 30,000
Total Operating Expenses			\$ 35,638	\$ 19,032	\$ 86,110	\$ 36,500	\$ 78,379	\$ 41,879
Total Expenses			\$ 131,899	\$ 118,181	\$ 157,619	\$ 137,599	\$ 185,831	\$ 48,233

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

EXPENDITURES SUPPORT DATA							
Element/Object	Details	FY19 Actual Expenditures	FY20 Actual Expenditures	FY21 Approved Budget	FY22 Approved Budget	FY23 Approved Budget	FY23->FY22 Change
	Expenditures Relating to the Coronavirus Local Fiscal Recovery Fund allocation						
20.38.10.XXXX		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20.38.10.8258	Transfers to Gold Room	\$ -	\$ -	\$ -	\$ -	\$ 43,506	\$ 43,506
20.38.10.7633	7th Street Park Exercise Court & Kids Playground	\$ -	\$ -	\$ -	\$ -	\$ 272,350	\$ 272,350
20.38.10.8257	Resident / Non-Profit Assist	\$ -	\$ -	\$ -	\$ -	\$ 400,000	\$ 400,000
20.38.10.7628	Capital for Council Chambers	\$ -	\$ -	\$ -	\$ -	\$ 200,000	\$ 200,000
20.38.10.8255	Grant for Glenarden - HOA	\$ -	\$ -	\$ -	\$ -	\$ 360,000	\$ 360,000
20.38.10.7614	Storm Water Run-Off	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ 50,000
20.38.10.XXXX	Providing Competitive Wages	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20.38.10.7130	Contractor - Grant Manager	\$ -	\$ -	\$ -	\$ -	\$ 65,000	\$ 65,000
20.38.10.7611	Capital for Speed Bump Pilot Program	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ 50,000
20.38.10.8256	Revenue Loss - City of Glenarden	\$ -	\$ -	\$ -	\$ -	\$ 520,000	\$ 520,000
20.38.10.XXXX		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures		\$ -	\$ -	\$ -	\$ -	\$ 1,960,856	\$ 1,960,856