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**City of Glenarden, Maryland  
2021 Legislation**

**Ordinance No:** **O-XX-2021**  
**Sponsor:**  
**Co-Sponsor:**  
**Public Hearing:**  
**Session:**  
**Date of Introduction:**

**An Emergency Ordinance for the Purpose of Adopting The City’s FY 2022 Budget.**

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

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

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

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

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

**NOW, THEREFORE, BE IT ENACTED AND ORDAINED**, by the City Council of Glenarden, Maryland, sitting in Special Regular Session, this 21<sup>st</sup> day of July, 2021, that the FY2022 Budget for the City of Glenarden is as follows:

**GENERAL FUND**

**REVENUES**

**Local Taxes:**

Real Property Tax	2,759,779
Personal Property Tax - current year	150,000
Personal Property Tax - prior year	37,500
Admissions Tax	16,000

Hotel/Motel tax	100,000
Penalties & Interest	8,000
Income Tax - Individual	700,000
<b>Total Local Taxes</b>	<b>3,771,279</b>
<b>Licenses &amp; Permits</b>	
Business Licenses	30,000
Permits - Building	20,000
Permits - Building (DR Horton-WTC)	-
Permits - Building (Petrie-WTC)	94,475
Permits - Penrose	50,400
Permits - Commercial	7,500
Citation	8,000
Finger Printing	6,000
Finger Printing - LiveScan	30,000
Towing	2,000
<b>Total Licenses &amp; Permits</b>	<b>248,375</b>
<b>Intergovernmental</b>	
Pilot Housing Authority	19,629
MD State Police Grant	60,000
County Disposal Rebate	16,372
Grant - PGC Special Appropriation	-
<b>Total Intergovernmental</b>	<b>96,001</b>
<b>Service Charges</b>	
Streetlights	113,750
Sanitation	430,000
<b>Total Service Charges</b>	<b>543,750</b>
<b>Interfund Transfers</b>	
To General Fund from Enterprise Fund	-
Operating Transfer- Opto-Traffic **	30,000
Operating Transfer- PEG Grant**	25,500
To General Fund from Highway User	40,000
<b>Total Interfund / Intrafund Transfers</b>	<b>95,500</b>
<b>Other Financial Sources</b>	
Franchise Fees	77,000
Interest and Other Income	1,200
Dial a Bus / Bus Shelter	750
Police Gas Contributions	7,000
Miscellaneous	5,500
General Fund Surplus	-
<b>Total Other Financial Sources</b>	<b>91,450</b>

<b>TOTAL REVENUES - GENERAL FUND</b>	<b>4,846,355</b>
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**EXPENDITURES**

<b>Administration</b>	
Salaries & Benefits	377,294
Professional Services	54,000
Communications	6,500
Temporary Employment	5,000
Office Supplies	7,200
Support Equipment / Computers	4,000
Conference Training & Dues	5,750
Special Events	10,000
Repairs, Maintenance and Misc Expense	250
Energy Expense	2,500
Election Board Expenses	43,000
General Expense	500
<b>Total Administration</b>	<b>515,994</b>
<b>Legal</b>	
Professional Services	60,000
<b>Total Legal</b>	<b>60,000</b>
<b>Cable</b>	
Professional Services, Salaries, and other Compensation	25,000
Security Service	500
PEG Grant - Consultant	5,000
Support Equipment & Maintenance	27,750
INET	10,500
<b>Total Cable Dept</b>	<b>68,750</b>
<b>Legislative</b>	
Salaries & Benefits	152,281
Conference & Training	36,750
Membership & Dues	7,190
Codification	4,195
Communications	2,500
Office Supplies	10,000
Support Equipment / Computers	3,000
Advertising, Awards, and ShoreScan	6,000
Maintenance - Computer System	2,500
Professional Services	13,000
Legal Services	5,000
Special Events	23,000
Discretionary	2,100

<b>Total Legislative</b>	<b>267,516</b>
<b>Finance</b>	
Salaries & Benefits	198,334
Professional Services	28,000
Conference & Training	4,500
Membership & Dues	1,000
Temporary Staffing	27,713
Office Supplies	3,500
Support Equipment / Computers	3,000
Communications	3,300
Advertisement	100
Publications and Reviews	100
Software / System Maintenance	32,000
General Expenses	1,000
<b>Total Finance</b>	<b>302,547</b>
<b>Executive Office</b>	
Salaries & Benefits	9,043
Conference & Training	6,000
Membership & Dues	1,100
Communications	2,000
Professional Services	2,500
Advertising	1,200
Support Equipment - Furniture	2,000
General Expense	300
Office Supplies	1,200
<b>Total Executive Office</b>	<b>25,343</b>
<b>Public Safety</b>	
Salaries & Benefits	1,300,036
Conference & Training	14,400
Equipment	54,260
Live Scan Expense	16,000
New Police Cars, upfits and equipment	-
Supplies	18,048
Communications	32,160
Explore Program	4,000
Police Trial Board Expenditures	15,000
New Officer Start Up Cost	13,000
Examinations	3,000
Repairs & Maintenance	46,620
Tasers	21,628
Membership/Dues	1,500
Gasoline	65,000
Special Events	10,000

<b>Total Public Safety</b>	<b>1,614,652</b>
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<b>Code Enforcement</b>	
Salaries & Benefits	132,137
Conference & Training	1,500
Software	1,000
Supplies	2,800
Communications	2,500
Repairs & Maintenance	1,700
Gasoline Expense	2,500
Support Equipment	1,350
<b>Total Code Enforcement</b>	<b>145,487</b>

<b>Public Works</b>	
Salaries & Benefits	356,081
Conference / Training / Dues	1,750
Street / Park Maintenance	25,000
Building Supplies	9,000
Office Supplies	500
Communications	3,000
Support Equipment	3,790
Uniforms and Protective Equipment	13,500
Professional Services	2,500
Repairs & Maintenance - Vehicles	11,000
Repairs & Maintenance - Bldg	35,000
Maintenance Equipment & Security	7,500
Contract Services	40,000
Energy Expense	5,000
Yard Waste Removal	1,500
<b>Total Public Works</b>	<b>515,121</b>

<b>General Operations</b>	
Utilities City Hall	147,800
Workers' Compensation	135,000
Advertising & Other	1,500
Telephone	8,750
Copier	12,800
General and Bond Insurance	62,787
Services Fees / Payroll Fees / Other	13,000
Postage	15,000
Unemployment Insurance	15,000
Computer Maintenance	30,000
Storage and Archiving Fees	7,500
Contract Services	430,000
Pension Expense	11,000
Newsletter Printing and Postage	4,000
Youth Services	5,000

Misc Expense -	5,000
Supplies	6,600
Drug Screening	500
Website	10,000
Admin Pool Car Maintenance	2,500
Bank Fees	4,000
Health Care Insurance	360,000
<b>Total General Operations</b>	<b>1,287,737</b>

<b>Debt Service</b>	
SunTrust Loan - Police Cars & Upfitting (2)	12,585
<b>Total Debt Services</b>	<b>12,585</b>

**Other Expenditures**

**Woodmore Community Center/Police Substation**

<b>Expenses</b>	
Salaries & Benefits	
Utilities	300
Telephone & Communications	200
Office Supplies	500
Supplies - Set up	1,000
Cleaning Supplies	500
Building Maintenance & Repairs	2,000
Furniture	-
<b>Total Woodmore Community Center</b>	<b>4,500</b>

**Veterans Memorial Park**

<b>Expenses</b>	
Salaries and Benefits	-
Landscaping, maintenance, and electrical work	7,320
<b>Total Veterans Memorial Park</b>	<b>7,320</b>

<b>TOTAL EXPENDITURES - GENERAL FUND</b>	<b>4,827,552</b>
<b>Subtotal - Budget Surplus (Deficit)</b>	<b>18,803</b>

**SPECIAL REVENUE FUND**

**Special Appropriations Grant**

<b>American Rescue Plan Act (ARPA)</b>	
<b>Revenues</b>	
Coronavirus Local Fiscal Recovery Fund (CLFRF)	2,161,683
<b>Expenditures</b>	

<b>Total Expenditures</b>	<b>0</b>
<b>Subtotal - Budget Surplus</b>	<b>2,161,683</b>
<b>Special Police Grant</b>	
<b>Revenues</b>	
State police Grant	60,000
<b>Expenditures: Police</b>	
<b>Total expenditures</b>	<b>60,000</b>
<b>Subtotal - Budget Surplus/(Deficit)</b>	<b>-</b>
<b>PEG Grant</b>	
<b>Revenues</b>	
Revenues - Current Year Cable PEG (3%) Revenues	48,000
<b>Expenditures</b>	
<b>Total expenditures</b>	<b>25,500</b>
<b>Subtotal - Budget Surplus/(Deficit)</b>	<b>22,500</b>
<b>Camera Photo Enforcement</b>	
<b>Revenues</b>	
	<b>30,000</b>
<b>Expenditures</b>	
<b>Total expenditures</b>	<b>29,720</b>
<b>Subtotal - Budget Surplus/(Deficit)</b>	<b>280</b>
<b>Nutritional Site</b>	
<b>Revenues</b>	
	11,576
<b>Expenditures</b>	
<b>Total Expenditures</b>	<b>11,576</b>
<b>Subtotal - Budget Surplus (Deficit)</b>	<b>-</b>
<b>Total Surplus (Deficit) - All Special Revenue Funds</b>	<b>2,184,463</b>

### **CAPITAL PROJECTS FUND**

<b>FINANCING SOURCES</b>	
FY2022 Budget Surplus	18,803
General Fund Surplus	496,000
General Fund Surplus - police cars	120,686
SHA Funds - Prior year	187,241
Open Space Grant	173,060
Highway User Revenue	183,985
<b>Total Financing Sources</b>	<b>1,179,776</b>
<b>CAPITAL EXPENDITURES</b>	

City Hall New Insulation	100,000
Support Equipment (Two Police Cars, Upfitting & Radios)	120,686
Support Equipment (Admin pool car)	30,000
MLK Park Renovations	173,060
Electric Car - Code	30,000
City Sidewalk Construction and ADA Compliance	35,000
Ward 3 Streets	179,865
F250 Truck with Plow and Spreader for Public Works	55,000
AEDs for the Municipal Center (Admin, DPW, PD and Gold Room)	10,000
A/C Heat Pump Replacement	8,000
Street paving, curb and gutters	250,000
DPW F250 Truck Plow Attachment	7,500
<b>Total Capital Projects Expenditures</b>	<b>999,111</b>
<b>Subtotal - Budget Surplus (Deficit) Capital Projects</b>	<b>180,664</b>
<b>Total Budget Surplus - All Governmental Funds</b>	<b>2,365,127</b>

#### **ENTERPRISE FUND BUDGET ( GAAP BASIS)**

<b>OPERATING REVENUES</b>	
Rentals	138,500
Other Revenues	
<b>Total Operating Revenues</b>	<b>138,500</b>
<b>EXPENSES</b>	
Salaries and Benefits	101,099
Licenses	2,000
Set-Up Expenses	4,800
Cleaning Supplies	3,500
Conference & Training	1,000
Office Supplies	1,100
Repairs and Maintenance	5,000
Depreciation Expense *	5,650
Communications	1,200
Uniforms	250
Bank Fees	2,000
General Expense	5,000
Capital Outlay - Tables/Chairs, Sound System for Gold Room	5,000
<b>Total Operating Expenses</b>	<b>137,599</b>
<b>Total Surplus/(Deficit) - Enterprise Fund</b>	<b>901</b>



\* Non-Cash Expense

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

**BE IT FURTHER RESOLVED AND ORDAINED** by the City Council of Glenarden that this Emergency Ordinance is and shall become effective upon the same date as passage.

Date Approved: July 21, 2021

ATTEST:

**City Council of Glenarden**

\_\_\_\_\_  
Robin Bailey Walls  
Acting Clerk to the Council

\_\_\_\_\_  
Derek D. Curtis, II, Council President

\_\_\_\_\_  
Edward Estes, Mayor

\_\_\_\_\_  
Angela D. Ferguson, Council Vice President

\_\_\_\_\_  
Erika L. Fareed, Councilwoman

\_\_\_\_\_  
Kathleen J. Guillaume, Councilwoman

\_\_\_\_\_  
Maurice A. Hairston, Councilman

\_\_\_\_\_  
James A. Herring, Councilman

\_\_\_\_\_  
Robin Jones, Councilwoman

Yes \_\_\_\_\_

No \_\_\_\_\_

Abstain \_\_\_\_\_