

**COUNCIL OF THE TOWN OF BLADENSBURG**

**WORK SESSION AGENDA - DRAFT**

**June 12, 2023 @ 5:30PM**

**Public Access Virtual via live stream on the Town's Facebook and YouTube pages**

- |  |        |
|--|--------|
| <b>I. CALL TO ORDER</b>  | 1 min  |
| <b>II. APPROVAL OF AGENDA</b>  | 1 min  |
| <b>III. APPROVAL OF MINUTES</b>  | 3 min  |
| <br>   |        |
| a. April 13, 2023 Work Session Minutes   |        |
| b. May 8, 2023 Work Session Minutes  |        |
| c. April 17, 2023 Budget Work Session Minutes  |        |
| d. April 24, 2023 Budget Work Session Minutes  |        |
| e. May 1, 2023 Budget Work Session Minutes   |        |
| <br>   |        |
| <b>IV. APPEARANCES</b>   |        |
| a. Joe Clark, Osprey Development Company V.P. of Development: Hamlet Woods                 | 20 min |
| b. Alberto Zageda, PEPCO Sr. External Affairs Specialist: LED Street Light Upgrade Process | 15 min |
| <br>   |        |
| <b>V. OLD BUSINESS</b>   |        |
| <br>   |        |
| <b>VI. NEW BUSINESS</b>  |        |
| a. Unhoused Population Proposal  | 10 min |
| b. Annexation Specialist RFP   | 5 min  |
| c. FY24 Budget Discussion Final Thoughts   | 25 min |
| <br>   |        |
| <b>VII. ADJOURNMENT</b>  |        |

DRAFT

**COUNCIL OF THE TOWN OF BLADENSBURG  
DRAFT COUNCIL MEETING AGENDA**

**June 12, 2023 7:00pm**

**Public Access Virtual via live stream on the Town's Facebook and YouTube pages**

- |   |        |
|---|--------|
| <b>I. CALL TO ORDER</b>   | 1 min  |
| <b>II. OPENING PRAYER</b>   | 2 min  |
| <b>III. PLEDGE OF ALLEGIANCE</b>  | 1 min  |
| <b>IV. APPROVAL OF AGENDA</b>   | 1 min  |
| <b>V. APPEARANCES</b>   |        |
| A. Police Officer Benjamin Moon: Promotion from Police Officer to Private First Class   | 5 min  |
| <b>VI. APPROVAL OF MINUTES</b>  |        |
| A. April 13, 2023 Regular Meeting Minutes   | 3 min  |
| <b>VII. PUBLIC COMMENTS</b>   |        |
| Written comments can be submitted prior to meeting to be read into the record.<br>Comments can be submitted to <a href="mailto:Clerk@BladensburgMD.gov">Clerk@BladensburgMD.gov</a> | 5 min  |
| <b>VIII. UNFINISHED BUSINESS</b>  |        |
| A. Town Administrator Search Update   | 5 min  |
| B. LGIT Board of Trustees Appointment   | 5 min  |
| <b>IX. FINANCIAL BUSINESS</b>   |        |
| A. Ordinance 6-2023: To Adopt FY24 Budget and Set Real Property Tax: <u>Second Reading</u>  | 10 min |
| B. Mayor and Council Discretionary Funds for FY23   | 5 min  |
| <b>X. NEW BUSINESS</b>  |        |
| A. Metropolitan Washington Council of Governments (MWCOG) Reports   | 10 min |

**XI. STAFF REPORTS (3 minutes each)**

Treasurer; Public Safety & Code Enforcement; Town Clerk & Interim Town Administrator; Public Works

**XII. MAYOR AND COUNCIL REPORTS (3 minutes each)**

Council Member Blount – Ward 2

Council Member Route – Ward 1

Council Member Brown – Ward 1

Council Member McBryde – Ward 2

Mayor James

**XIII. ADJOURNMENT**

1 min

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# The Towns at Hamlet Woods

57<sup>th</sup> Avenue  
Bladensburg, MD



Osprey Property Company  
Parallax Development Group  
Subcommittee Presentation

# Development Team Information

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**OSPREY PROPERTY COMPANY** – Osprey and its principals have been the developer and/or managing member in 57 Low Income Housing Tax Credit developments with a total of over 4,900 units completed. In addition, Osprey currently has six (6) projects under construction totaling 385 units, with an additional five (5) projects totaling 329 units in the development pipeline. Osprey is a partner on the 158-unit twin project Woodyard Station located in Clinton, MD that contains 46 family units and 112 senior units. Both the family and senior received a PILOT, and the senior received a HOME loan through Prince George’s County DHCD.

**PARALLAX DEVELOPMENT GROUP** – Parallax is a Prince George’s County-based real estate development company focusing on the building of affordable senior and family housing supporting 65 to 275 units. Parallax is currently leading construction activities for a 90-unit affordable senior housing project in Prince George’s County, the Residences at Springbrook, that received HOME, HITE, and a PILOT through Prince George’s County DHCD. Parallax’s principals are lifelong Prince George’s County residents who are eager to continue to provide high-quality affordable housing for County residents.

**STUDIO K ARCHITECTURE** – Studio K has significant affordable housing experience and has partnered with Osprey on multiple successful affordable housing projects including Southern Pines II (Calvert County) and 22 Light (Baltimore City).

**PLANO COUDON CONSTRUCTION** – Experienced general contractor that has performed successfully on numerous recent affordable housing project in Maryland CDA’s portfolio including Taney Village, North Village and Emage.

**HABITAT AMERICA** – Habitat has been managing affordable and market rate multifamily properties for over 32 years. They currently manage 12,000 units across 120 communities, most of which are affordable housing project under the Low-Income Housing Tax Credit Program.

# Project Description

## DESCRIPTION

- 59-unit workforce housing rental project
- Spacious 3- and 4-bedroom townhouse-style units for families
- Professionally managed with part-time onsite staff
- 24/7 maintenance

## LOCATION – end of 57<sup>th</sup> Avenue in Bladensburg, MD

- Qualified Census Tract (QCT)
- Under 1.0 mile from Riverdale Park-Kenilworth Purple Line Stop
- TheBus Route 18 and DC Metro Bus Line T18 stops within 0.5 miles
- Close proximity to MD-295, MD-410, MD-450, Rt. 1 and Rt 50
- Retailers: Giant Foods, CVS Pharmacy, Walgreens, Costco, Home Depot, Target
- Large Employers: UMD College Park, UM Prince George's Hospital Center, IRS, MD DHCD

## TENANT SERVICES

- Coordinate services to enhance the quality of life and self-sufficiency for residents
  - Financial Literacy
  - Job Fairs
  - Wellness Seminars
  - Social Events



# Site Plan & Renderings

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## Prior Experience – Towns at Woodfield, Windsor Mill, MD (Osprey)

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## Prior Experience – Riverwatch II, Elkridge, MD (Studio K)

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# Unit Information

## UNIT AMENITIES

- Spacious 3- and 4- bedroom units
- Energy Star appliances
  - Microwave
  - Range
  - Refrigerator
  - Dishwasher
  - Disposal
  - Washer/Dryer Hookup
- Cable Ready
- Large Closets
- Window Coverings
- Higher-end finishes than affordable competition in the market

UNIT MIX

Median Income	Unit Description		Number of Units	Unit Size (Net Leasable Sq Ft)	Tenant Utilities*	Contract Rent
	Bedrooms	Baths				
60%	3	2	22	1,422	\$120	\$1,880.00
60%	3	2	7	1,496	\$120	\$1,880.00
60%	3	2	2	1,562	\$120	\$1,880.00
50%	3	2	12	1,496	\$120	\$1,700.00
60%	4	3	16	1,584	\$175	\$2,070.00

## 4-Bedroom Unit



# Sources & Uses

## Housing Investment Trust Fund Request – \$2,500,000

- HITF request is 8.6% total sources

## CDA Risk Share – \$9,803,373

- Assumes 40-year term at 6.25% interest rate

## CDA Rental Housing Works – \$3,500,000

- Assumes 40-year term at 2.00% interest rate

## LIHTC Tax Credit Equity – \$12,404,471

- Assumes a credit pricing of \$0.90

### SOURCES

<i>Type of Funds</i>	<i>Amount</i>
Private Loan (CDA Risk Share)	9,803,373
Rental Housing Works (CDA RHW)	3,500,000
<b>Housing Investment Trust Fund (PGC DHCD HITF)</b>	<b>2,500,000</b>
Low Income Housing Tax Credit Equity	12,404,471
Deferred Developer Fee	908,766
<b>Total Sources</b>	<b>29,116,609</b>

### USES

<i>Type of Uses</i>	<i>Amount</i>
Construction Costs - Hard	20,073,376
Construction Costs - Soft	3,085,057
Financing Fees & Charges	1,785,336
Acquisition Costs	470,000
Developer's Fee	2,940,539
Syndication Related Costs	177,414
Guarentees & Reserves	584,888
<b>Total Uses</b>	<b>29,116,609</b>

## Compliance with CB-051-2022

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Developer will work with General Contractor to ensure compliance with CB-051-2022 and foresees no issues with meeting the requirements.

Additionally, Maryland DHCD projects are required to meet a minimum MBE participation of 29% of total construction costs and submit monthly reports to Maryland DHCD throughout construction. Developer pushes to exceed this requirement on every project and has never had an issue with reaching the minimum requirement.



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## Bladensburg Streetlights

Jocelyn Route <jroute@bladensburgmd.gov>

Tue 6/6/2023 6:54 AM

To: Zegada, Alberto:(PEPCO) <azegada@pepco.com>

Cc: Richard Charnovich <rcharnovich@bladensburgmd.gov>; Takisha James <tjames@bladensburgmd.gov>; Marilyn Blount <mblount@bladensburgmd.gov>; Carrol McBryde <CMcBryde@bladensburgmd.gov>; Trina Brown <tbrown@bladensburgmd.gov>; Tyrone Collington <tcollington@bladensburgmd.gov>; Vito Tinelli <vtinelli@bladensburgmd.gov>

Dear Mr. Zegada,

Thank you for taking my call yesterday evening. Thank you for agreeing to come to our Town Council Work Session Meeting next Monday at 5:30pm to explain to the Bladensburg Town Council the LED Streetlight Upgrade Process. I have ccd our Town Clerk who can provide the virtual meeting information.

A few questions that came up in our Budget session yesterday and I would like for you to clarify:

1. What is the benefit for municipalities to hire a Streetlight Consultant when considering Streetlight upgrades? What would the consultant's role be ?
2. Why can't PEPCO just upgrade/ swap out our lightbulbs to LED lights with no cost associated because we do pay PEPCO to maintain our poles?
3. What would it take to upgrade the Town's lights to LED lights? What is the process?
4. Please explain the New Business Application process.
5. Can the PEPCO operations team tell us how many poles we have in Town?
6. What is the estimated cost to upgrade the light bulbs in the Town? Per light?

Thank you again for all of your knowledge and support you have provided to me. I truly appreciate that you will be taking the time out of your day to attend our Work Session.

I have ccd our Town Council and Department Directors for their awareness.

Best,  
Jocelyn Route  
Council Member  
Ward 1  
Town of Bladensburg

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**From:** Jocelyn Route <jroute@bladensburgmd.gov>

**Sent:** Monday, June 5, 2023 6:09 PM

**To:** azegada@pepco.com <azegada@pepco.com>

**Cc:** Richard Charnovich <rcharnovich@bladensburgmd.gov>

**Subject:** Re: New Buisness Application Information request

Good Evening,

I am just following up on my email below. Please reply to this email as I have added our Town Clerk who is acting as our Town Administrator.

Best,

Jocelyn Route

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**From:** Jocelyn Route

**Sent:** Thursday, June 1, 2023 10:33 PM

**To:** azegada@pepco.com <azegada@pepco.com>

**Subject:** New Buisness Application Information request

Dear Mr. Alberto Zagada,

Thank you for taking the time out of your busy schedule to speak with me regarding the Pepco Planned Streetlight Tariff Filing. I plan on attending the presentation meeting.

I do have a follow up request. I would like to request the new business application process begin to be explored so that I may share foundational information with my colleagues on making an informed decision on upgrading our Streetlight Bulbs to LED.

I would like to request your assistance in understanding approximately how many poles are within the city limits of the Town of Bladensburg.

I will appreciate any assistance you are able to render. I would also like to know if you or your colleague will be able to attend our upcoming work session on June 12, 2023, to outline the process to begin a new business application to my colleagues.

Thank you,

Jocelyn Route  
Council Member  
Ward 1  
Town of Bladensburg



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# Town of Bladensburg

## Unhoused Population Taskforce Proposal

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### **Taskforce Purpose:**

The purpose of this taskforce is to discuss, create and implement solutions for addressing the needs of the homeless population in Bladensburg. This will need to be done in partnership with the public safety department, community members as well as county and state agencies as appropriate. The taskforce will aim to establish positive and trusting relationships with the unhoused individuals in the Town of Bladensburg. The goal of the task force is to establish a trusting relationship that can serve as the foundation for finding out the specific needs of each person, providing for their short-term needs (for nutrition and sanitation), while working to connect them to the necessary service providers (whether private organizations, county or state agencies) to improve their living and health conditions over the long term.

### **Program Mission:**

The mission of the program is to support the Town's Core Values by delivery of excellence in service, responsiveness and accountability to and for the Town's unhoused population.

### **Short-term Goals:**

By launching this program and going to the places where our unhoused residents congregate, we will work to identify them and gather data to help us track them and their progress throughout the program. This information will enable the Town to establish a tracking sheet so regular welfare checks can be conducted and a consistent supply of resources can be provided.

There has been an increase in panhandling along major intersections in Town. This is unsafe activity as the donor cannot guarantee the money will not be used for purchasing food. Additionally, thieves may take note of individuals receiving multiple donations and target them in an effort to rob them. I am proposing that the Town offer job opportunities to these individuals as an extension of the public works department. These individuals could be offered the chance to earn hourly wages, up to 20 hours a week, to pick up and bag trash and recycling throughout the community. In exchange, for their services, the Town could pay them as contractors for their work. At the end of the year, a Form 1099-MISC would be provided to them. (The total annual amount for this will need to be discussed and approved by the Town Council.) Pay would be offered weekly.

In the short term we will work to help the program participants establish positive relationships with the program facilitators to help establish also help them feel connected to the community. We will also encourage them to take responsibility for the beautification of our local community by committing to helping the Town stay clean and litter free. The task force will work with local businesses by securing donations on a regular basis to provide program participants with sanitation items and food.

As we establish a track record of consistency and care, I believe they will eventually be more receptive to receiving resources from agency partners.

### **Long-term Goals:**

This program aims to transition this population permanently away from panhandling to job training programs and full-time employment to regain a sense of financial independence. As we grow the program and build partnerships with local universities to offer free dental and medical exams. In addition, we will aim to partner with Prince George's County agencies including the Department of Social Services to provide necessary physical and mental health support and services.

Another aim is to work with relevant agencies to move these individuals to a position of housing security, possibly with assistance from the Community Services Block Grant (CSBG) as well as connect to President Biden's "ALL IN: The Federal Strategic Plan to Prevent and End Homelessness" to leverage strategies and resources accessible through the federal government.

**Strategic Partnerships are the Key to a Successful Program!** To offer additional support for the program the following strategic partnerships are being proposed:

- Bladensburg Police Department: To accompany staff, volunteers and service providers when we are serving program participants and help conduct welfare checks and drop off food & resource kits.
- The Neighborhood Well: To provide mobile showers on a regular basis to program participants enabling them to have dedicated time for grooming and bathing themselves.
- Work with local grocery stores and churches to provide non-perishable food items and water.
- Work with Mouth Mechanics to receive dental hygiene kits for each person in the program.
- We will also invite appropriate state and county agencies to join us to offer additional resources.
- Local shopping center owners and churches: To establish locations for distribution of resources and to stage the trailer for mobile showers.
- Bladensburg Barber School: To offer free haircuts and shaving for men.
- Student and community volunteers: To assemble food items for distribution.
- Other thoughts are welcome.

**Anticipated Costs:** In consideration of this pilot project, I propose setting aside \$25,000 for this program to cover the costs of any items such as distribution bags for the food items,

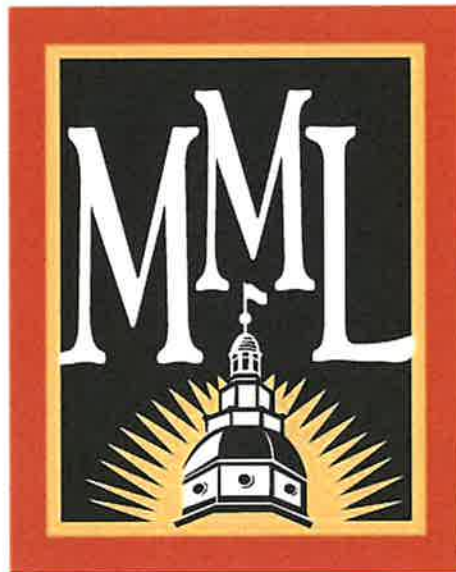
Payment to Neighborhood Well for disposal of grey and black water following usage of the mobile showers.

Minimum wage payments to program participants who agree to help with litter pick up.

Determine the formula for payment. For example: \$75 weekly for a possible total of \$3,900. If we secured a commitment from 3 individuals that would cost \$11,700. We would also need to consider covering the taxes for them.

Thank you for considering support of this important program.

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THE  
MARYLAND  
MUNICIPAL  
LEAGUE

# Municipal Annexation Handbook

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# Municipal Annexation

## Introduction

Municipal annexation is the process of legally including within the corporate limits of a city or town an unincorporated area that is outside the municipality. For many cities and towns in Maryland, annexation of surrounding areas plays an important role in influencing the economic growth, environmental protection, quality of life, and municipal fiscal well-being of their communities.

The Maryland Municipal League prepared this handbook to provide basic guidance to municipal government officials on procedures and considerations associated with municipal annexation in Maryland. This publication is not intended to provide in-depth analyses of annexation issues but rather to provide a brief overview of annexation procedures and considerations. Included for your information is the full text of Subtitle 4-400 of the Local Government Article of the *Annotated Code of Maryland* which makes up the primary source of Maryland law concerning annexation.

League staff members are available to answer any questions you may have relating to annexation.

## **Procedures**

### **1. Minimum Prerequisites**

In order to be annexed to an existing municipality, an area must be contiguous and adjoining to the existing municipal corporate area and may not be located within another incorporated municipality. Also, annexation of the area may not create an enclave of unincorporated area that would be completely surrounded on all sides by land within the municipality upon completion of the annexation.

### **2. Annexation Petition/Consent**

An annexation petition signed by at least 25% of the qualified voters along with the owners of 25% of total assessed property in the area to be annexed may be filed with the municipal legislative body. Alternatively, the legislative body may initiate an annexation by obtaining the consent of a like percentage of qualified voters and property owners.

### **3. Annexation Resolution**

Upon verification that the annexation petition signatures meet the requirements of law and that all other prerequisites of the law have been met, the elected body should promptly introduce a resolution proposing the annexation. Similarly the elected body may initiate the resolution upon receipt of the consent of the required percentage of voters and property owners. The resolution should describe the area to be annexed together with any conditions or circumstances applicable to the proposed annexation.

### **4. Annexation Plan**

A municipal governing body must prepare, adopt and make available to the public a plan detailing (1) the proposed land use or uses in the area to be annexed, (2) available land that could be used for anticipated public facilities that may be needed, (3) a schedule for extending municipal services to the area to be annexed, and (4) anticipated means of financing the extension of services. The plan must be provided at least 30 days prior to holding the public hearing required by law for an annexation to the county in which the municipality is located as well as to the Maryland Department of Planning and any regional and state planning agencies having jurisdiction within the county.

Legislation passed in 2006 (House Bill 1141) by the Maryland General Assembly added to the level of detail of an annexation plan for most cities and towns. For a municipality that exercises planning and zoning authority under Land Use Article of the *Annotated Code of Maryland*, by October 1, 2009 it must amend its comprehensive plan to include a growth element that serves as a basis for any annexation plan it prepares. Upon a showing of good cause, the Maryland Department of Planning may authorize extensions through October 1, 2010 for preparation of a municipal growth element. Once a comprehensive plan growth element is in place for a municipality, a municipal annexation plan must be consistent with growth element of the municipality. At that point, the required level of detail in an annexation plan could be much greater for municipalities that exercise planning and zoning authority than was required prior to the passage of House Bill 1141.

#### **5. Proposed Annexation Publication, Hearing and Resolution Passage**

After introduction of the resolution, a municipality must publish at least four times at a minimum of weekly intervals in one or more newspapers of general circulation a notice of the proposed annexation; notice of the time and place of a hearing on the resolution must also appear in the newspaper advertisements. For annexations where the area to be annexed is 25 acres or less, the required publication need only be done twice at weekly intervals. A copy of the public notice must be provided to the county governing board and regional and state planning agencies as soon as it is initially published. At the hearing itself, the county and planning agencies must be afforded first right to be heard, after which the general public may make comment. After conducting the required hearing, the municipal elected body may pass (or reject) the resolution which becomes effective 45 days after its passage unless it is petitioned to referendum.

## **6. Petitions to Referendum**

Within the 45 days prior to the effective date of the resolution, any of three groups may petition the annexation resolution to referendum. At least 20% of the registered voters in the existing municipality or in the area to be annexed may petition the resolution to referendum; alternatively, a minimum of two-thirds of the county governing board may petition to call for a referendum on the annexation question. After verification of petition signatures or county governing board compliance with the law's requirements (whichever is applicable), the effectiveness of the resolution is suspended pending results of the referendum.

## **7. Annexation Referendum**

The annexation referendum may be held from 15 to 90 days following newspaper publication of notice of the referendum. The notice must occur a minimum of two times at a minimum of weekly intervals. Should the referendum pass, the annexation will become effective on the fourteenth day following the referendum. Which voters participate in a referendum is dependent upon where the referendum petition emanated. If the petition was submitted by the county governing body or the residents in the area to be annexed, the voters in the area to be annexed may participate in the referendum. If the petition was submitted by residents of the municipality, the voters in the municipality participate. If both circumstances exist, separate elections are held for both the existing municipal voters and for voters in the area to be annexed. In the case of two elections, both sets of voters must approve the referendum in order for the annexation to proceed.

## **8. Registration of Resolution and Boundaries**

Regardless of whether or not the annexation is brought to referendum, the annexation resolution and the new municipal boundaries of the municipality must be promptly sent to (1) the county clerk of courts in the county in which the annexation occurred, (2) the Department of Legislative Services, and (3) where applicable the Maryland-National Capital Park and Planning Commission.



# Annexation Considerations

## Why annex? What are the advantages of annexation?

- To extend municipal services to communities that are adjacent to existing city/town corporate limits and that may not have such services.
- To expand the size, population base, property tax assessable base, and—in some cases—the political influence of a city or town.
- To ensure local input into and control over future development around the periphery of existing municipal corporate boundaries and to facilitate implementation of the Maryland Growth Management Act which focuses future growth in and around existing urban centers.
- Through legal agreements with developers, to exact concessions that will meet adequate public facility requirements and provide added amenities (for example: roads, parks, affordable housing) that are beneficial to the community.
- To support economic and community development goals by negotiating annexation agreements to attract business, industry and housing development.
- To unify currently incorporated and fringe unincorporated areas that share common sociological, economic, cultural, and geographic characteristics.
- To provide residents of areas adjacent to cities and towns a direct role in local community affairs through access to municipal election voting rights and the opportunity to serve in municipal elected and appointed offices.
- To achieve logical city/town growth and boundaries.

## Why not annex? What are the possible drawbacks to annexation?

- The city or town may lack adequate financial, personnel or infrastructure resources to extend public services to the area to be annexed.
- Annexation of an area may prove to be a fiscal drain on the city or town where potential revenues to be raised from the area to be annexed do not meet the costs of providing municipal services to the area.
- Residents in a potential area to be annexed may wish to maintain a separate community identity rather than having their identity subsumed within that of the existing city or town.
- Residents in an area to be annexed may consider municipal government to be unneeded, undesirable, or duplicative and may not wish to pay added taxes or fees to pay for the costs of municipal public services.
- There are difficulties set forth in law in achieving a successful annexation, including the ability of the county to veto for five years significant changes in zoning classifications in an area to be annexed and the ability of various parties to petition an annexation to referendum where it can potentially be voted down.

## Annexation Zoning—The Five-Year Rule

Cities and towns authorized to exercise and exercising planning and zoning powers under Land Use Article of the Annotated Code of Maryland have exclusive authority over planning and zoning in newly annexed areas. However, Subsection 4-416(b) the Local Governments Article of the *Annotated Code* provides that no city or town may for five years following an annexation allow development of property within an annexed area if the development would be substantially different than the use authorized under county zoning at the time of the annexation. Also, for five years following an annexation, development density of newly annexed property may not be greater than 50% higher than would have been permitted under county zoning at the time of annexation. A county governing body may waive this requirement if its members so desire.

As a practical matter, the impact of this provision of law is to give county governments a major role in municipal annexations where substantial changes in land use are anticipated. Development projects dependent upon annexation and annexations themselves can be not just delayed, but derailed by action (or inaction) of the county to withhold approval of land use changes in some circumstances. It is recommended therefore that county planners and elected officials be contacted early in the annexation process to negotiate these issues when the possibility of such changes is under consideration.

# Annexation Agreements

An annexation agreement is a contract typically made between a city or town and the owner or owners of land or private developers of land in an area to be annexed. An agreement is used to overcome obstacles to potential annexations by exacting concessions from one or more of the parties involved prior to consenting to annexation. It normally sets out the terms and conditions under which an annexation is to occur as well as any special obligations of the parties relating to a proposed annexation.

Provisions included in annexation agreements frequently address the following:

- The intent of the parties to enter into a contract.
- On-site and off-site public improvements to be provided by the developer of land in the area to be annexed.
- Financial terms such as temporary or phased municipal property tax abatements or service fee reductions.
- Timetables for the extension and provision of public utilities and other services.
- Land use stipulations. (Note however that "contract zoning" or offering to guarantee a specified zoning classification as a precondition for annexation is prohibited in Maryland.)
- Construction and environmental protection requirements.
- Agreement enforcement provisions.
- Conditions for terminating the agreement under specified circumstances.

Given the legal complexities involved, it is strongly recommended that professional legal counsel be employed throughout the process of negotiating, drafting, and carrying out the provisions of any annexation agreement.

# Annotated Code of Maryland

## Local Government Article , Subtitle 4-400

### §4-401. **Enlargement of Municipal Corporate Boundaries Authorized**

- (a) Subject to subsections (b) and (c) of this section, the legislative body of a municipality may enlarge its boundaries by annexation as provided in this subtitle.
- (b) The power of annexation applies only to land that:
- (1) is contiguous and adjoining to the existing boundaries of the municipality; and
  - (2) does not create an unincorporated area that is bounded on all sides by:
    - (i) real property presently in the boundaries of the municipality;
    - (ii) real property proposed to be in the boundaries of the municipality as a result of the proposed annexation; or
    - (iii) any combination of real property described in item (i) or (ii) of this item.
- (c) A municipality may not annex land that is in another municipality.

### §4-402. **How Annexation Initiated**

An annexation proposal may be initiated by:

- (1) the legislative body of the municipality as provided in § 4-403 of this subtitle; or
- (2) a petition in accordance with § 4-404 of this subtitle.

### §4-403. **Initiation by Legislative Body**

- (a) Subject to subsection (b) of this section, an annexation resolution may be introduced in the legislative body of the municipality in accordance with:
- (1) the requirements and practices applicable to its legislative enactments; and
  - (2) the requirements of § 4-303(a) of this title.
- (b) Before an annexation resolution is introduced, the legislative body shall obtain consent from:
- (1) at least 25% of the registered voters who are residents in the area to be annexed;
- and

(2) the owners of at least 25% of the assessed valuation of the real property in the area to be annexed.

(c) The annexation resolution:

(1) shall describe by a survey of courses and distances the exact area to be annexed;

(2) may also describe by landmarks and other well-known terms the exact area to be annexed; and

(3) shall contain a complete and detailed description of the conditions and circumstances that apply to:

(i) the change in boundaries; and

(ii) the residents and property in the area to be annexed.

#### **§4-404. Annexation Petition**

(a) Subject to § 4-413 of this subtitle, an annexation petition shall be signed by:

(1) at least 25% of the registered voters who are residents in the area to be annexed; and

(2) the owners of at least 25% of the assessed valuation of the real property in the area to be annexed.

(b) After an annexation petition is presented to the legislative body of the municipality, the presiding officer of the legislative body shall verify:

(1) the signatures on the petition; and

(2) that the petition meets the requirements of subsection (a) of this section.

(c) (1) After verifying compliance with the requirements of this section, the presiding officer of the legislative body promptly shall cause a resolution proposing the change of boundaries as requested by the petition to be introduced in the legislative body.

(2) The annexation resolution shall conform to the form and content requirements of this subtitle.

#### **§4-405. Annexation Resolution**

(a) An annexation resolution shall provide that the residents in the area to be annexed and their property shall be added to the municipality, generally subject or not, as applicable, to specific provisions of the municipal charter.

(b) (1) Notwithstanding subsection (a) of this section, an annexation resolution may provide, for stated periods and under specific conditions, special treatment of the residents in the area to be annexed and their property as to:

*Annexation Procedures Flow Chart*

- (i) rates of municipal taxation; and
- (ii) municipal services and facilities.

(2) After an annexation resolution takes effect, any change in the provisions for special treatment for stated periods and under specific conditions may be made only by a resolution enacted under this subtitle.

#### **§4-406. Public Notice and Hearing**

(a) After an annexation resolution is introduced, the chief executive and administrative officer of the municipality shall publish notice in accordance with the requirements of this section that:

- (1) briefly and accurately describes the proposed annexation and the applicable conditions and circumstances; and
- (2) specifies the date, time, and place that the legislative body sets for the public hearing on the proposed annexation.

(b) (1) Public notice of the annexation resolution shall be published:

- (i) 1. at least four times; or
- 2. if the total area of the proposed annexation is 25 acres or less, at least two times;
- (ii) at not less than weekly intervals; and
- (iii) in at least one newspaper of general circulation in the municipality and the area to be annexed.

(2) The public hearing shall be:

- (i) set no sooner than 15 days after the final required publication of the public notice; and

(ii) held in the municipality or the area to be annexed.

(c) Immediately after the first publication of the public notice, the municipality shall provide a copy of the public notice to:

- (1) the governing body of the county in which the municipality is located; and
- (2) any regional or State planning agency with jurisdiction in the county.

(d) The county and any regional or State planning agency with jurisdiction in the county has the right to be heard before the public at the hearing on the proposed annexation.

(e) (1) The public hearing may be rescheduled for or continued to a later date not more than 30 days after:

- (i) the date when the hearing was originally scheduled; or
- (ii) the date on which the hearing began but was not completed.

- (2) If the hearing is rescheduled or continued, public notice shall be published:
  - (i) at least 7 days before the date of the rescheduled or continued hearing; and
  - (ii) in a newspaper of general circulation in the municipality and the area to be annexed.
- (3) The public notice shall:
  - (i) briefly and accurately describe the area to be annexed; and
  - (ii) specify the date, time, and place of the rescheduled or continued public hearing.

**§4-407. Enactment and Effective Date**

- (a) After a public hearing, the legislative body of a municipality may enact an annexation resolution in accordance with its normal legislative procedure.
- (b) The annexation resolution may not take effect until at least 45 days after its enactment.

**§4-408. Petition of Resolution to Referendum by Residents of Areas to be Annexed**

- (a) Subject to § 4-413 of this subtitle, at any time within 45 days after enactment of an annexation resolution, at least 20% of the registered voters who are residents in the area to be annexed may petition the chief executive and administrative officer of the municipality in writing for a referendum on the resolution.
- (b) After a petition is presented to the chief executive and administrative officer, the officer shall verify:
  - (1) the signatures on the petition; and
  - (2) that the petition meets the requirements of subsection (a) of this section.
- (c) After verifying compliance with the requirements of this section, the chief executive and administrative officer, by proclamation, shall suspend the effectiveness of the annexation resolution pending the results of the referendum.

**§4-409. Petition of Resolution to Referendum by Residents of Municipality**

- (a) At any time within 45 days after enactment of an annexation resolution, at least 20% of the qualified voters of the municipality may petition the chief executive and administrative officer of the municipality in writing for a referendum on the resolution.
- (b) After a petition is presented to the chief executive and administrative officer, the officer shall verify:



- (1) the signatures on the petition; and
- (2) that the petition meets the requirements of subsection (a) of this section.
- (c) After verifying compliance with the requirements of this section, the chief executive and administrative officer, by proclamation, shall suspend the effectiveness of the annexation resolution pending the results of the referendum.

**§4-410. Petition of Resolution to Referendum by County Governing Body**

- (a) At any time within 45 days after enactment of an annexation resolution, the governing body of the county or counties in which the municipality is located, by at least a two-thirds majority vote, may petition the chief executive and administrative officer of the municipality for a referendum on the resolution.
- (b) After verifying compliance with the requirements of this section, the chief executive and administrative officer, by proclamation, shall suspend the effectiveness of the annexation resolution pending the results of the referendum.

**§4-411. Referendum Timing and Public Notice**

- (a) The chief executive and administrative officer of the municipality shall schedule a referendum on the annexation resolution and publish notice of the date, time, and place at which the referendum will be held.
- (b) The referendum shall be held:
  - (1) no sooner than 15 days and no later than 90 days after notices of the referendum are published; and
  - (2) at one or more places in:
    - (i) the municipality, for the referendum in the municipality; and
    - (ii) the area to be annexed, for the referendum in that area.
- (c) Public notice of the referendum shall be published:
  - (1) twice at not less than weekly intervals; and
  - (2) in at least one newspaper of general circulation in the municipality and

**§4-412. Conduct of Referendum**

- (a) The governing body of a municipality, by ordinance, resolution, or regulation, may provide for conducting and tabulating the results of a referendum held under this subtitle.
- (b) (1) The annexation resolution shall be submitted to:

- (i) a referendum of the qualified voters of the municipality if the petition for referendum was presented by the residents of the municipality;
  - (ii) subject to § 4–413 of this subtitle, a referendum of the registered voters who are residents in the area to be annexed if the petition for referendum was presented by the residents of the area to be annexed; or
  - (iii) separate referendums of the voters specified in items (i) and (ii) of this paragraph if a petition for referendum was presented by the residents of the municipality and the residents in the area to be annexed.
- (2) A petition for referendum presented by the governing body of a county shall be acted on in the same manner as a petition for referendum presented by the residents of the area to be annexed.
- (c) The ballot shall:
- (1) contain a summary of the annexation resolution; and
  - (2) provide for the voter to indicate a choice for or against the annexation resolution.
- (d) (1) If only one petition for a referendum is filed and if a majority of the persons voting on the annexation resolution vote for the resolution, the resolution takes effect on the 14<sup>th</sup> day after the referendum.
- (2) (i) If a referendum is conducted for both the residents of the municipality and the residents in the area to be annexed, the votes cast for the two referendums shall be tabulated separately to show the votes cast in the municipality and the area to be annexed.
- (ii) If in both referendums a majority of the persons voting on the annexation resolution vote for the resolution, the resolution takes effect on the 14<sup>th</sup> day after the referendum.
- (iii) If two referendums are held, the annexation resolution is void unless a majority in both referendums vote for the resolution.
- (e) The municipality shall pay for a referendum held under this subtitle.

**§4–413. Who May Sign Petition and Vote in Referendum in Special Circumstances**

If fewer than 20 residents in an area to be annexed are eligible to sign a petition for annexation and vote in a referendum under this subtitle, any person, including the two or more joint owners of jointly owned property, who owns real property in the area to be annexed may sign the petition and vote in the referendum.

**§4-414. Completed Annexation Notification Requirements**

(a) (1) The chief executive and administrative officer of a municipality that has annexed property shall send a copy of the annexation resolution with the new boundaries to:

- (i) the clerk or similar official of the municipality;
- (ii) (ii) the clerk of the court in any county in which the municipality is located;
- (iv) (iii) the Department of Legislative Services in accordance with paragraph (2) of this subsection; and
- (vi) (iv) for any municipality located in the regional district, the Maryland–National Capital Park and Planning Commission.

(2) The annexation resolution shall be sent to the Department of Legislative Services within 10 days after the resolution takes effect.

(b) Each official or agency that receives an annexation resolution under subsection (a) of this section shall:

- (1) keep on record the resolution with the new boundaries; and
- (2) make the resolution available for public inspection during regular business hours.

**§4-415. Annexation Plan Requirements**

(a) In addition to, but not as part of, an annexation resolution, the legislative body of the municipality shall adopt an annexation plan for the area to be annexed.

(b) Except as provided in subsection (e) of this section, for an annexation that began before October 1, 2009, the annexation plan shall:

- (1) contain a description of the land use pattern proposed for the area to be annexed, which may include a county master plan already in effect for the area;
- (2) describe the schedule to extend each municipal service performed in the municipality at the time of the annexation to the area to be annexed;
- (3) describe the general methods by which the municipality anticipates financing the extension of municipal services to the area to be annexed; and
- (4) be presented so as to demonstrate the available land for public facilities that may be considered reasonably necessary for the proposed use, including facilities for schools, water or sewage treatment, libraries, recreation, or fire or police services.

(c) Except as provided in subsection (e) of this section, for annexation that begins on or after October 1, 2009, the annexation plan shall be consistent with the municipal growth element of the comprehensive plan of the municipality.

- (d) For purposes of subsections (b) and (c) of this section, an annexation begins when a proposal for annexation is initiated by:
  - (1) resolution under § 4–403 of this subtitle; or
  - (2) petition under § 4–404 of this subtitle.
- (e) (1) On or after October 1, 2009, a municipality may submit an annexation plan under subsection (b) of this section if the municipality is granted an extension for the inclusion of a municipal growth element under § 3–304 of the Land Use Article.
- (2) After the expiration of a final extension granted under § 3–304 of the Land Use Article for the inclusion of a municipal growth element, an annexation plan shall be submitted in accordance with subsection (c) of this section.
- (f) At least 30 days before the public hearing on an annexation resolution required under § 4–406 of this subtitle, a copy of the annexation plan shall be provided to:
  - (1) the governing body of any county in which the municipality is located;
  - (2) the Department of Planning; and
  - (3) any regional or State planning agency with jurisdiction in the county.
- (g) (1) The annexation plan shall be open to public review and discussion at the public hearing on the annexation resolution.
- (2) An amendment to the annexation plan does not:
  - (i) amend the proposed annexation resolution; or
  - (ii) cause a reinitiation of the annexation procedure then in process.

**§4–416. Zoning within Annexed Area**

- (a) (1) Notwithstanding § 4–104(f) of this title, if an area is annexed to a municipality that has planning and zoning authority at the time of annexation, the municipality shall have exclusive jurisdiction over planning, subdivision control, and zoning in the area annexed.
- (2) Paragraph (1) of this subsection does not grant any planning or zoning power or subdivision control to a municipality that is not authorized to exercise planning or zoning power or subdivision control at the time of annexation.
- (b) Without the express approval of the county commissioners or county council of the county in which the municipality is located, for 5 years after an annexation by a municipality, the municipality may not allow development of the annexed land for land uses substantially different than the authorized use, or at a substantially higher density, not exceeding 50%, than could be granted for the proposed development, in accordance with the zoning classification of the county applicable at the time of the annexation.

(c) Notwithstanding § 4–204 of the Land Use Article and if the county expressly approves, the municipality may place the annexed land in a zoning classification that allows a land use or density different from the land use or density specified in the zoning classification of the county or agency with planning and zoning jurisdiction over the land prior to its annexation applicable at the time of the annexation.

## Annexation Checklist

1. \_\_\_\_\_ Receive written consent of (if initiated by municipal governing body) or petition from at least 25% of qualified voters and the owners of 25% of assessed property in area to be annexed.
2. \_\_\_\_\_ Present resolution to municipal governing body.
3. \_\_\_\_\_ Provide annexation plan to (1) the county governing body, (2) regional and state planning agencies at least 30 days prior to the public hearing, and (3) the Maryland Department of Planning.
4. \_\_\_\_\_ Publish notice of proposed annexation hearing as required.
5. \_\_\_\_\_ Provide immediately to the county governing body, to the regional planning agency where applicable and the Maryland Department of Planning a copy of the first hearing notice.
6. \_\_\_\_\_ Conduct public hearing at least 15 days after the final hearing notice is published.
7. \_\_\_\_\_ Pass the resolution.
8. \_\_\_\_\_ Wait 45 days to allow time for petition to annexation referendum.
9. \_\_\_\_\_ If no petition is received, promptly send the resolution and new boundaries to (1) the county clerk of courts, (2) the Department of Legislative Services, and (3) where applicable the Maryland-National Capital Park and Planning Commission.

## The Maryland Municipal League

The Maryland Municipal League, founded in 1936, represents 157 municipal governments and two special taxing districts throughout the State. A voluntary, nonprofit, nonpartisan association controlled and maintained by city and town governments, the League works to strengthen the role and capacity of municipal government through research, legislation, technical assistance, training, and the dissemination of information for its members. Through its membership in the National League of Cities, the League offers legislative representation in Washington, urban research programs, and a national municipal government information exchange.



### **MARYLAND MUNICIPAL LEAGUE**

**an association of cities and towns**

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WEB URL – [www.mdmunicipal.org](http://www.mdmunicipal.org)





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C. A.



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# TOWN OF BLADENSBURG

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Proposed Budget for Fiscal Year 2024

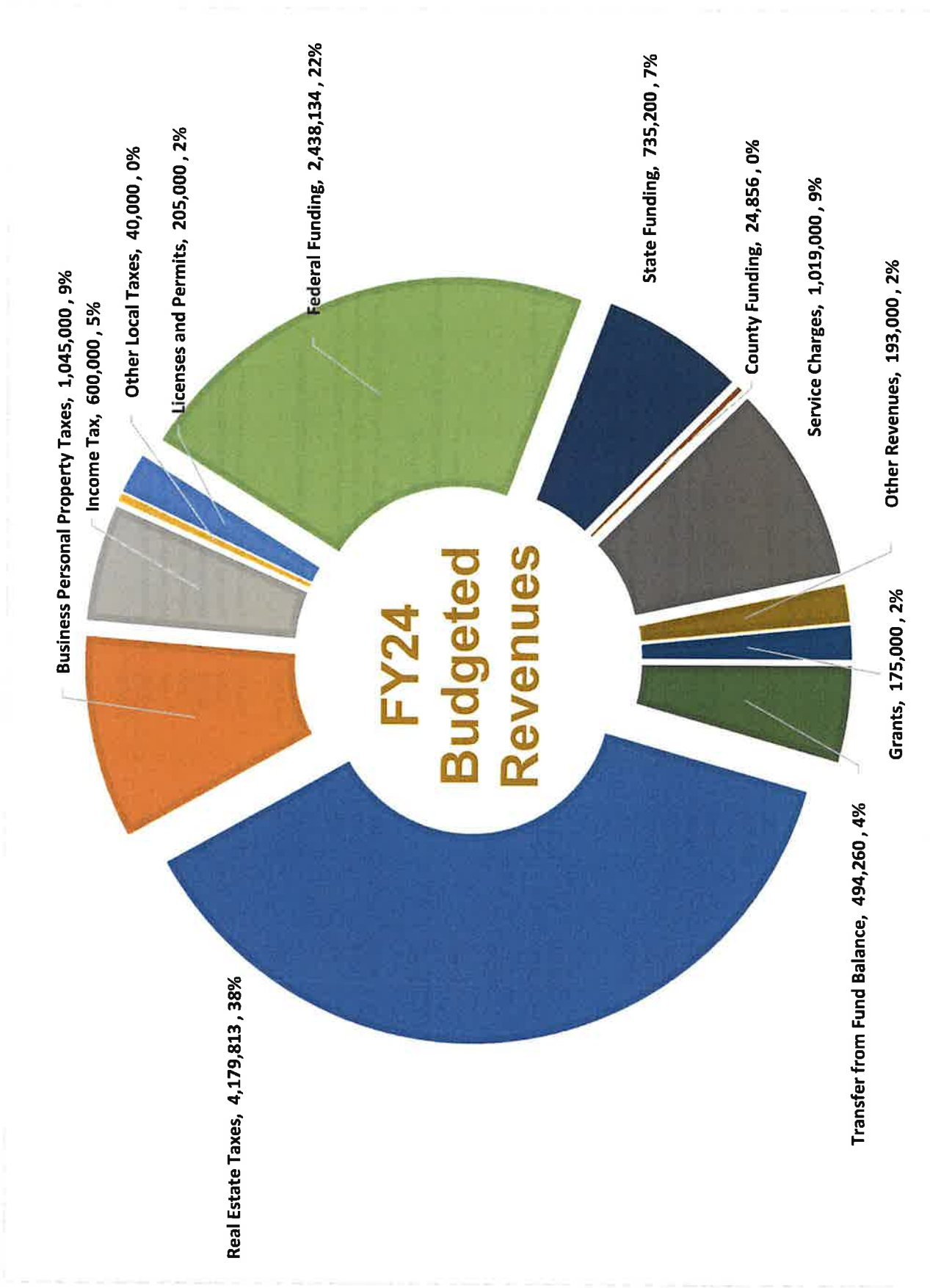
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**Town of Bladensburg**  
**FY24 Draft Budget**  
June 8, 2023 Draft

	<b>FY22 Actuals</b>	<b>FY23 Budget</b>	<b>FY24 Budget</b>	<b>%</b>	<b>Inc. over FY23</b>
<b>REVENUES</b>					
Real Estate Taxes	3,963,938	4,044,062	4,179,813	37%	3%
Business Personal Property Taxes	827,929	775,000	1,045,000	9%	35%
Income Tax	621,625	600,000	600,000	5%	0%
Other Local Taxes	48,659	32,000	40,000	0%	25%
Licenses and Permits	204,437	210,000	205,000	2%	-2%
Federal Funding	344,351	2,878,117	2,438,134	22%	-15%
State Funding	380,509	374,026	735,200	7%	97%
County Funding	24,856	24,856	24,856	0%	0%
Service Charges	13,818	274,570	1,019,000	9%	271%
Other Revenues	121,324	90,000	193,000	2%	114%
Grants	177,703	165,000	175,000	2%	6%
Transfer from Fund Balance	-	667,678	494,260	4%	-26%
<b>TOTAL REVENUES</b>	<b>6,729,149</b>	<b>10,135,309</b>	<b>11,149,263</b>	<b>100%</b>	<b>10%</b>
<b>EXPENDITURES BY DEPARTMENT</b>					
Mayor and Council	206,801	236,635	289,426	3%	22%
Town Administrator	294,544	310,922	437,743	4%	41%
Clerk	279,135	319,298	323,747	3%	1%
Finance	403,794	378,087	389,624	3%	3%
Subtotal Administration	977,473	1,008,307	1,440,541	13%	43%
Public Safety	4,230,399	4,678,925	5,661,820	51%	21%
Public Works	935,755	1,168,325	1,283,768	12%	10%
ARPA	350,000	2,878,117	2,288,134	21%	-20%
Grants - Restricted	-	165,000	175,000	2%	6%
Capital Projects - Federal/State Funds			300,000	3%	
<b>TOTAL EXPENDITURES</b>	<b>6,700,428</b>	<b>10,135,309</b>	<b>11,149,263</b>	<b>100%</b>	<b>10%</b>
<b>Surplus/(Deficit)</b>	<b>28,721</b>	<b>0</b>	<b>(0)</b>		

# Town of Bladensburg FY24 Draft Budgeted Revenues

	FY22 Actual	FY23 Budget	FY24 Budget	% inc.	Notes to Line Items
4000 · Property Taxes					
4020 · Real Estate Taxes	3,963,938	4,044,062	4,179,813	3%	Total assessed real property of \$564,839,567 x \$.0074 tax rate
4040 · Business Personal Property Tax	827,929	775,000	1,045,000	35%	Assessed business personal property of \$50M x \$.0209 tax rate
Total 4000 · Property Taxes	4,791,867	4,819,062	5,224,813	8%	
4100 · Income Tax	621,625	600,000	600,000	0%	Income Tax collected by the State and remitted to the Town
4200 · Other Local Taxes					Tax collected by the State and remitted to the Town for rentals, cover charges, and coin operated machines
4220 · Admissions and Amusement Tax	48,659	32,000	40,000	25%	
Total 4200 · Other Local Taxes	48,659	632,000	640,000	1%	
4300 · Licenses and Permits					
4310 · Local Business Licenses	78,912	80,000	80,000	0%	Business license and apartment rental license fees
4320 · County Traders License	10,616	10,000	15,000	50%	Share of County business licenses remitted to Town
4370 · Cable Franchise Fees	114,909	120,000	110,000	-8%	Fees based on subscribership of Comcast and Verizon
Total 4300 · Licenses and Permits	204,437	210,000	205,000	-2%	
4400 · Federal Funding (ARPA)	344,351	2,878,117	2,288,134	-20%	ARPA funding public assistance, salary enhancements, and capital projects
4410 · Federal Earmark			150,000		Senator Ben Cardin Earmark of \$1M, partial realized this year
Total 4400 · Federal Funding			2,438,134		
4500 · State Funding					
4510 · Highway User Revenues	229,795	222,026	285,200	28%	State allocation for roads maintenance
4520 · Police Aid	150,714	152,000	300,000	97%	Annual grant from Governor's Office for Crime Control and Prevention
4550 · State Bond Bill	-	-	150,000		State Bond Bill for Bostwick
Total 4500 · State Funding	380,509	374,026	735,200	97%	
4600 · County Funding					
4620 · County Disposal Fee Rebate	22,484	22,484	22,484	0%	Rebate for using County dumps
4640 · Bank Stock	2,372	2,372	2,372	0%	Fixed amount received annually as part of a 1960's hold harmless agreement
Total 4600 · County Funding	24,856	24,856	24,856	0%	to discontinue taxing bank shares
4700 · Service Charges					
4720 · Local Fines/Fees	10,190	13,000	15,000	15%	Public Safety, Code violations, and impound fees paid to the Town
4730 · Copier Fees	3,378	3,000	3,000	0%	Fees collected for Police Reports and Public Information Act requests
4740 · Fingerprinting	250	1,000	1,000	0%	Service offered through Maryland's Criminal Justice Information Service
4760 · Reimbursements	-	-	-		
4770 · Automated Traffic Enforcement	-	257,570	1,000,000	288%	Fines generated for automated traffic enforcement
Total 4700 · Service Charges	13,818	274,570	1,019,000	271%	
4800 · Other Revenues					
4810 · Insurance Reimbursement	58,913	35,000	60,000	71%	Annual rebate from health insurance and reimbursed costs for insured losses
4820 · Bus Shelter Advertising	-	-	2,000		Revenues remitted to us for advertising contracts
4830 · Property Rental	42,000	42,000	42,000	0%	Rental of Mango Café
4840 · Vehicle Deployment	7,550	7,000	7,000	0%	Payroll deduction for Public Safety take home vehicles
4870 · Misc. Revenues	2,048	2,000	2,000	0%	Misc. receipts which do not fall in any above revenue accounts
4880 · Interest Earned	10,813	4,000	80,000	1900%	Interest earned through MD Local Government Investment Pooled accounts
Total 4800 · Other Revenues	121,324	90,000	193,000	114%	
4900 · Restricted Revenues					
4950 · Community Legacy		165,000	165,000	0%	Street lighting project - carryover from prior two fiscal years
4960 · CDBG Construction Grant	168,003	-	-		
4970 · Other Grants	9,700	-	10,000		COPS Unit funding
Total 4900 · Restricted Revenues	177,703	165,000	175,000	6%	
4999 · Transfer from Fund Balance	-	667,678	494,260	-26%	Budget reconciliation to have a balanced budget when expenses > revenues
Total Income	6,729,149	10,135,309	11,149,263	10%	



## Town of Bladensburg Mayor and Council FY24 Draft Budget

	FY22 Actual	FY23 Budget	FY24 Budget	% Inc.	Notes to Line Items
6000 · Compensation					
6010 · Regular Pay	48,131	48,000	60,008	25%	Compensation for the Mayor and Council
6030 · FICA	3,498	3,672	4,591	25%	7.65% employer tax on total pay
6040 · Health Insurance	30,856	37,084	40,468	9%	Health, Dental, Vision insurance based upon enrollment in plans
6050 · Pension	5,075	5,079	6,559	29%	Contribution to MD State Retirement System
6060 · Workers Comp	-	2,000	2,000	0%	Required liability insurance
Total 6000 · Compensation	87,560	95,835	113,626	19%	
6145 · Council Business Development	12,071	15,000	22,000	47%	Attendance required at meetings and conferences to MML, NLC, PGCMA
6160 · Employee Recognition	7,231	8,000	8,000	0%	Staff recognitions, lunches, awards, and Christmas gift cards.
6210 · Council Projects	3,466	2,500	2,500	0%	Discretionary funding for local organizations and projects
6225 · Community Grants					
6226 · Fire Department Donation	30,000	30,000	30,000	0%	Annual donation to Bladensburg VFD
6227 · Scholarships	-		5,000		New - for Bladensburg students to attend college or vocational school/studies
6225 · Community Grants - Other		12,000	12,000	0%	\$2,000 grants given on an application basis
Total 6225 · Community Grants	30,000	42,000	47,000	12%	
6230 · Community Events	37,156	44,000	66,000	50%	Events such as Fireworks, Yule Log, Black History Month Celebration, etc.
6235 · Senior Citizen Projects	4,500	4,500	4,500	0%	\$1,500 donation given to the three Senior Housing Communities to fund events
6255 · Town Meetings	3,946	4,000	5,000	25%	Video production and recording of Town meetings and refreshments
6320 · Wireless Communications	5,200	4,800	4,800	0%	\$80 monthly cell phone allotment to each the Mayor and Council Members
6420 · Computer Expense	-	-	-		
6550 · Insurance - Liability	2,376	3,000	3,000	0%	Elected official liability insurance through LGIT
6825 · Membership	13,295	13,000	13,000	0%	MML, National League of Cities, PGCMA, Metro Washington Council of Governments,
Total Expense	206,801	236,635	289,426	22%	African American Mayor's Association

# Town of Bladensburg Town Administrator FY24 Draft Budget

	FY22 Actual	FY23 Budget	FY24 Budget	% Inc.	Notes to Line Items
6000 · Compensation					
6010 · Regular Pay	149,089	100,047	150,613	51%	Town Administrator compensation
6030 · FICA	11,442	7,654	11,522	51%	7.65% employer tax on total pay
6040 · Health Insurance	8,131	14,186	14,686	4%	Health, Dental, and Vision insurance based upon enrollment
6050 · Pension	13,070	10,575	16,462	56%	Contribution to MD State Retirement System
6060 · Workers Comp	-	500	500	0%	Required liability insurance
Total 6000 · Compensation	181,732	132,962	193,783	46%	Removed funding in FY23 for vacancy through budget amendment
6110 · Tuition Reimbursement	-	1,000	1,000	0%	Continuing Education courses
6140 · Professional Development	1,205	4,000	4,000	0%	Training and leadership conferences (MML, ICMA, etc.)
6255 · Town Meetings	621	1,000	-	-100%	Reclassified to Mayor and Council budget
6260 · Transportation	47,064	43,000	60,000	40%	Port Towns Call-a-Bus local transportation service
6320 · Wireless Communications	960	960	960	0%	\$80 monthly cell phone allotment
6400 · Computer	-	-	-	-	
6560 · Legal	21,541	25,000	40,000	60%	Town Attorney fees and specialized legal counsel as/if needed
6580 · Contractual Services	26,215	70,000	100,000	43%	Lobbyist fees, Traffic and Parking study, HR Consultant, Annexation consultation
6810 · Advertising	8,795	25,000	30,000	20%	Quarterly newsletters and promotions
6820 · Website	5,400	4,000	4,000	0%	Website hosting and platform services
6825 · Membership	1,009	1,000	1,000	0%	Annual memberships for professional and trade organizations
6835 · Travel	2	3,000	3,000	0%	Per diem and travel costs for attendance to seminars and conferences
Total Expense	294,544	310,922	437,743	41%	

# Town of Bladensburg Town Clerk FY24 Draft Budget

	FY22 Actual	FY23 Budget	FY24 Budget	ARPA	FY24 Total	% inc.	Notes to Line Items
6000 · Compensation							
6010 · Regular Pay	201,945	205,920	203,803	22,439	226,242	10%	Clerk and administrative staff compensation
6020 · Overtime	4,034	3,000	3,000		3,000	0%	Overtime incurred for clerical staff
6030 · FICA	15,720	15,980	15,820	1,717	17,537	10%	7.65% employer tax on total pay
6040 · Health Insurance	15,436	17,700	22,574		22,574	28%	Health, Dental, and Vision insurance based upon enrollment in plans
6050 · Pension	12,267	29,376	24,728		24,728	-16%	Contribution to MD State Retirement System
6060 · Workers Comp	-	1,000	500		500	-50%	Required liability insurance
Total 6000 · Compensation	249,402	272,976	270,425	24,156	294,581	8%	
6110 · Tuition Reimbursement	-	2,000	2,000		2,000	0%	Continuing Education courses
6140 · Professional Development	53	3,000	3,000		3,000	0%	Training and leadership conferences
6240 · Memorials	882	2,000	2,000		2,000	0%	Condolence gifts
6270 · Historic Promotion	4,816	2,402	2,402		2,402	0%	Annual dues to Anacostia Trails Heritage Area
6320 · Wireless Communications	1,360	1,920	1,920		1,920	0%	\$80 monthly cell phone allotment for Clerk and Marketing Specialist
6400 · Computer	-	-	-		-		
6460 · Software Contract		8,000	10,000		10,000	25%	Annual licensing for possible scanning service and Meeting archive software
6570 · Equipment Lease	4,918	5,000	5,000		5,000	0%	Copier lease and usage costs and postage machine lease
6825 · Membership		500	500		500	0%	Annual memberships for professional and trade organizations
6835 · Travel	119	1,500	1,500		1,500	0%	Per diem and travel costs for attendance to seminars and conferences
6850 · Office Supplies	7,894	8,000	8,000		8,000	0%	Office consumables
6855 · Postage	2,000	3,000	2,000		2,000	-33%	Town mailings
6880 · Election Costs	3,384	3,000	8,000		8,000	167%	Costs for machines and ballots for October election
6890 · Utilities	4,307	6,000	7,000		7,000	17%	30% of electric, water, gas, and sewer for Town Hall, balance to Public Safety
Total Expense	279,135	319,298	323,747	24,156	347,903	9%	

# Town of Bladensburg Finance FY24 Draft Budget

	FY22 Budget	FY23 Budget	FY24 Operating	ARPA	FY24 Total	% Inc.	Notes to Line Items
6000 · Compensation							
6010 · Regular Pay	220,314	193,877	198,467	29,085	227,552	17%	Treasurer and Accounting Assistant
6020 · Overtime	54	-	1,000		1,000		Overtime allowance to Accounting Assistant
6030 · FICA	16,771	14,832	15,259	2,225	17,484	18%	7.65% employer tax on total pay
6040 · Health Insurance	16,901	12,425	10,067		10,067	-19%	Health, Dental, and Vision insurance based upon enrollment in plans
6050 · Pension	25,862	20,493	24,871		24,871	21%	Contribution to MD State Retirement System
6060 · Workers Comp	-	500	500		500	0%	Required liability insurance
Total 6000 · Compensation	279,902	242,127	250,164	31,310	281,474	16%	
6110 · Tuition Reimbursement	-	2,000	2,000		2,000	0%	Continuing Education courses
6140 · Professional Development	1,794	3,000	2,000		2,000	-33%	Training and leadership conferences to MDGFAO, MML, and MACO
6150 · Payroll Service	6,278	6,000	6,000		6,000	0%	Fees for bi-weekly payroll service, quarterly and annual tax filings, W-2's, and 1099's
6320 · Wireless Communications	1,040	960	960		960	0%	\$80 monthly cell phone allotment
6400 · Computer	759	-	-		0	#DIV/0!	
6460 · Software Contract	1,804	2,000	2,000		2,000	0%	Annual finance software licensing
6510 · Audit	12,000	12,000	17,000		17,000	42%	Annual audit plus single audit for ARPA funds - 4th year of 4 year contract
6520 · Bank Charges	5,536	5,000	5,000		5,000	0%	Banking fees
6530 · Bad Debts	0	6,000	6,000		6,000	0%	Write-off of uncollectable Personal Property taxes for businesses which have closed
6550 · Insurance - Liability	8,999	10,000	10,000		10,000	0%	Liability and Umbrella Policies for Town, along with Fidelity and Crimes Coverage
6825 · Membership	255	500	500		500	0%	Annual memberships for professional and trade organizations
6835 · Travel	465	1,500	1,000		1,000	-33%	Per diem and travel costs for attendance to seminars and conferences
Subtotal	318,832	291,087	302,624	31,310	333,934	15%	
6950 · Debt Service	84,962	87,000	87,000		87,000	0%	Principal and interest payments on Pension Bond on \$47K balance and lease costs for body cameras and tasers
Total Expense	403,794	378,087	389,624	31,310	420,934	11%	



# Town of Bladensburg Public Safety FY24 Draft Budget

	FY22 Actual	FY23 Budget	FY24 Operating	ARPA	Traffic Enforcement	FY24 Total	% Inc.	Notes to Line Items
6000 - Compensation								
6010 - Regular Pay	2,127,388	2,396,493	2,727,440	457,454	59,844	3,244,738	35%	(24) uniformed officers and cadets, (3) Code Enforcement, (7) Dispatch, (2) Asst.
6020 - Overtime	210,146	225,000	272,744	45,745	5,984	324,474	44%	Overtime for shift coverages, court, etc.
6030 - FICA	174,198	200,544	229,514	38,495	5,036	273,045	36%	7.65% employer tax on total pay
6040 - Health Insurance	483,465	494,971	584,108			584,108	18%	Health, Dental, and Vision Insurance based upon enrollment in plans
6050 - Pension	206,804	288,347	354,650			354,650	23%	Contribution to MD State Retirement System, may need to increase for LEOPS
6060 - Workers Comp	243,635	225,000	250,000			250,000	11%	Required liability insurance
Total 6000 - Compensation	3,445,636	3,830,355	4,418,456	541,694	70,864	5,031,015	31%	
6110 - Tuition Reimbursement	8,953	20,000	20,000			20,000	0%	Reimbursement for new officers and expenses to attend training academy.
6120 - Uniforms	72,229	46,000	-		50,000	50,000	9%	Allowances for uniforms, new officer bullet proof vests and outer carry vests
6130 - Recruitment	19,109	16,000	16,000			16,000	0%	Background checks, psychological evaluations and investigations for new hires
6140 - Professional Development	18,617	20,000	35,000			35,000	75%	Training and leadership opportunities for department personnel, K9 vet visits
6160 - Employee Recognition	4,413	4,000	4,000			4,000	0%	Commendations and recognitions
6230 - Community Events	14,174	15,000	20,000			20,000	33%	NNO, Movie in the Park, Shop w/Cop, Citizens Police Academy, Safe Streets, etc.
6310 - Telephone	26,645	27,000	27,000			27,000	0%	All landline phones for Town run through Communications
6320 - Wireless Communications	46,302	46,000	40,000			40,000	-13%	Mobile Data Terminals on cruisers, T-Mobile hotspots, wireless phones
6330 - Communications Contracts	33,521	34,000	-		38,000	38,000	12%	Licensing and upkeep of mobile radios radio tower
6340 - Interoperability	874	2,000	-			-	-100%	Reclassified to Software Contracts
6350 - Internet Access	3,048	5,000	7,000			7,000	40%	Broadband access for Town Hall and for COPS office
6360 - Data Fees	1,651	1,500	2,000			2,000	33%	Subscription for log on ID's to access public information systems
6420 - Computer Expense	4,783							Reclassified to ARPA and to Speed Camera Fund for any purchases needed
6440 - IT Support	25,775	30,000	42,000			42,000	40%	Contractual services to manage computers, servers, hardware, and software
6460 - Software Contract	5,171	15,500	20,000			20,000	29%	Barracuda backup, Trend Micro, SonicWall, LUPDR, Records Management
6545 - Insurance - Auto	44,573	45,000	50,000			50,000	11%	Insurance on town vehicles
6550 - Insurance - Liability	51,821	55,000	55,000			55,000	0%	Police liability
6570 - Equipment Lease	7,992	9,000	9,000			9,000	0%	Monthly copier lease and usage charges for (2) copiers and postage meter
6580 - Contractual Services	16,983	15,000	15,000		50,000	65,000	33%	Equifax, Lexis Nexus, storage rentals, Shot Spotter in Traffic Enforcement
6590 - Automated Traffic Enforcement	-	60,000	-		100,000	100,000	67%	Costs for automated traffic enforcement collections
6620 - Fuel	97,539	75,000	100,000			100,000	33%	Fuel for all Public Safety vehicles
6640 - Vehicle Repairs and Maintenance	37,247	40,000	40,000			40,000	0%	Costs of all maintenance and mechanical repairs to Public Safety vehicles
6650 - Vehicle Body Repairs	9,655	15,000	30,000			30,000	100%	Repairs paid for damage to vehicles, less deductible if applicable
6670 - Equipment Maintenance	510	2,000	3,000			3,000	50%	Radar certifications and traffic counters
6680 - Weapon Repairs and Supplies	9,772	20,000	20,000			20,000	0%	Firearm purchases and ammo for range days and qualifications
6825 - Membership	150	1,500	1,500			1,500	0%	Memberships to professional and trade organizations
6835 - Travel	1,385	5,000	5,000			5,000	0%	Lodging and per diem for conferences and seminars
6850 - Office Supplies	12,349	15,000	15,000			15,000	0%	Office consumables for Public Safety
6855 - Postage	3,221	3,000	3,000			3,000	0%	Mailings for investigations, complaints, and tickets
6865 - Supplies	6,790	4,000	20,000			20,000	400%	Vehicle and safety supplies, investigation kits, K9 expenses
6885 - Finger Printing	737	1,000	1,000			1,000	0%	Charges by CJIS to perform finger print scans
6890 - Utilities	19,358	21,000	26,000			26,000	24%	Utilities for Public Safety Office and Police Annex
Subtotal	4,050,983	4,498,855	5,044,956	541,694	308,864	5,895,515	31%	
6970 - Capital Outlay								
6975 - Capital Outlay - Seized Funds	37,785							(4) vehicles outfitted @ \$68K each, (9) police radios @ \$4K each
6970 - Capital Outlay - Other	141,631	180,070	-		308,000	308,000	71%	
Total 6970 - Capital Outlay	179,416	180,070	-		308,000	308,000		
Total Expense	4,230,399	4,678,925	5,044,956	541,694	616,864	6,203,515	33%	

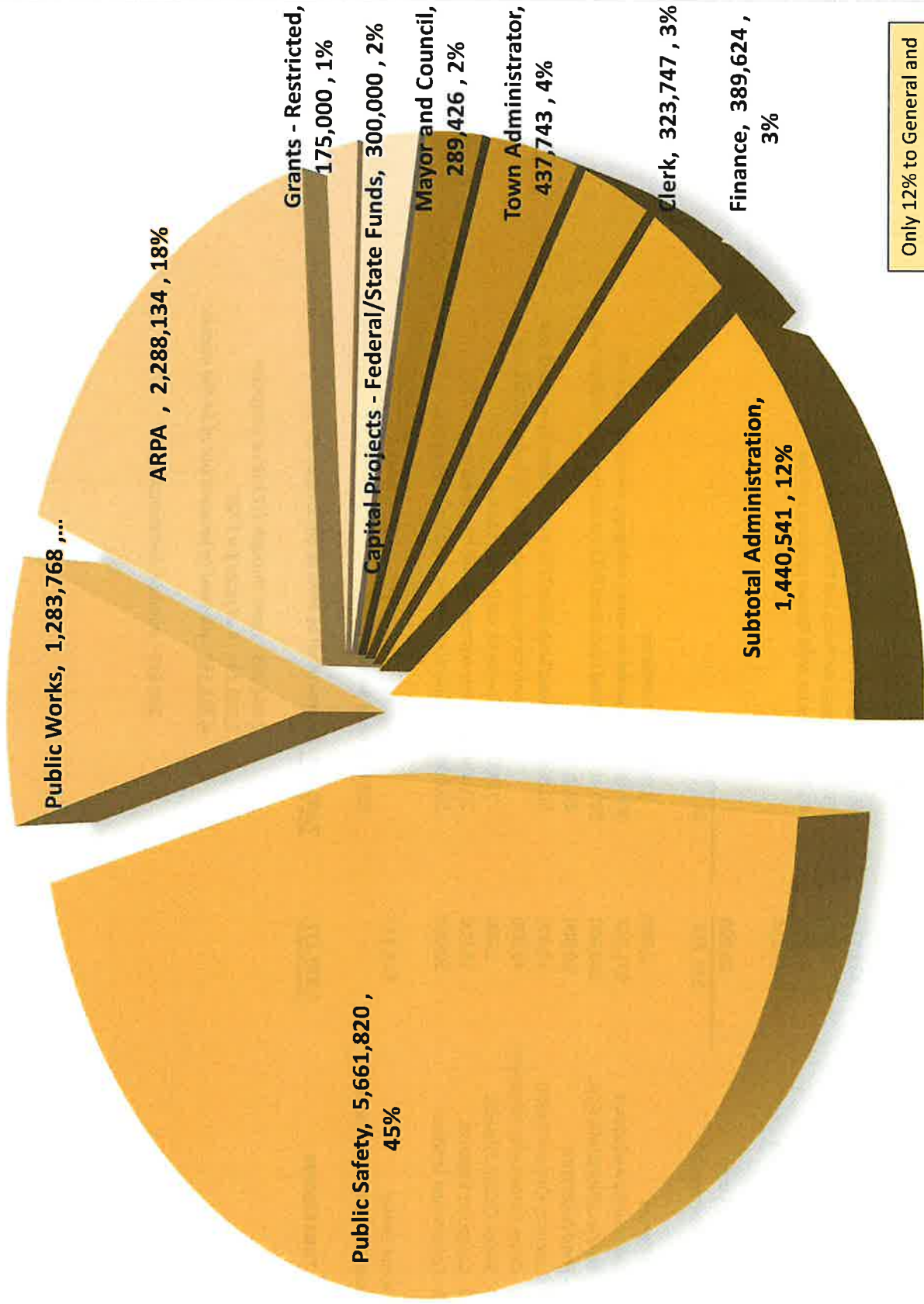
# Town of Bladensburg Public Works FY24 Draft Budget

	FY22 Actuals	FY23 Budget	FY24 Operating	ARPA	FY24 Total	% Inc.	Notes to Line Items
6000 · Compensation							
6010 · Regular Pay	252,905	368,702	318,158	37,980	356,138	-3%	Foreman, and (5) PW employees
6020 · Overtime	6,829	10,000	10,000	3,798	13,798	38%	Overtime for inclement weather, events, etc.
6030 · FICA	19,701	28,971	25,104	3,196	28,300	-2%	7.65% employer tax on total pay
6040 · Health Insurance	49,392	85,052	69,282		69,282	-19%	Health, Dental, and Vision insurance based upon enrollment in plans
6050 · Pension	24,664	41,800	39,224		39,224	-6%	Contribution to MD State Retirement System
6060 · Workers Comp	33,971	33,000	35,000		35,000	6%	Required liability insurance
Total 6000 · Compensation	387,462	567,525	496,768	44,974	541,742	-5%	
6110 · Tuition Reimbursement	-	3,500	3,500		3,500	0%	Education opportunities
6120 · Uniforms	1,901	3,000	3,000		3,000	0%	Work and safety gear
6140 · Professional Development	179	2,000	2,000		2,000	0%	Training and leadership opportunities
6350 · Internet Access	2,145	2,000	3,000		3,000	50%	Internet access
6420 · Computer Expense		1,800	-		0	-100%	
6620 · Fuel	21,789	20,000	20,000		20,000	0%	Fuel for equipment and Public Safety trucks
6640 · Vehicle Repairs and Maint.	18,982	15,000	20,000		20,000	33%	Repairs and upkeep of trucks and attached equipment
6670 · Equipment Maintenance	6,997	6,000	10,000		10,000	67%	Repairs and upkeep of mowers and heavy equipment
6710 · Building Maintenance	16,448	50,000	50,000		50,000	0%	Repairs and upkeep of all Town buildings, budget held high due to age of buildings
6720 · Grounds Maintenance	21,172	20,000	30,000		30,000	50%	Upkeep of grounds around Town buildings, roads, parks, and right of ways
6740 · Street Lights	49,565	50,000	50,000		50,000	0%	Lighting costs for Town roads and paths
6750 · Sanitation Contract	200,946	200,000	300,000		300,000	50%	Contracted 2x weekly trash pickup and 1x weekly bulk trash and yard waste
6760 · Landfill Fees	15,653	16,000	16,000		16,000	0%	Disposal costs of street and roadway debris
6770 · Building Supplies	6,490	8,000	10,000		10,000	25%	Building consumables - paper towels, water, cleaning supplies, etc.
6790 · Janitorial Services	28,999	30,000	30,000		30,000	0%	Contracted service for daily cleaning of Town buildings
6835 · Travel	11	500	500		500	0%	Costs associated with attending conferences and seminars
6860 · Shop Supplies	1,487	3,000	3,000		3,000	0%	Shop consumables
6890 · Utilities	17,885	20,000	28,000		28,000	40%	Electric, water, sewer, and gas for Public Works building and Bostwick
Subtotal	798,111	1,018,325	1,075,768	44,974	1,120,742	10%	
6970 · Capital Outlay							
6979 · Highway User Projects	37,697	150,000	150,000		150,000		Street repairs funded through Highway User Revenues
6970 · Capital Outlay - Other	99,947		58,000		58,000		Asphalt planer, tractor, line sprayer, box sweeper, <del>crescent</del> walk painter
Total 6970 · Capital Outlay	137,644	150,000	208,000			39%	
Total Expense	935,755	1,168,325	1,283,768	44,974	1,120,742	10%	

# Town of Bladensburg ARPA FY24 Draft Budget

	FY23 Budget	FY24 Budget
6000 · Compensation		
6010 · Regular Pay	433,134	546,958 FY23/FY24 Police and PW COLA's
6030 · Overtime	45,000	49,543 Increase for Police and PW overtime for ARPA%
6030 · FICA	36,565	45,632 Taxes for ARPA funded positions and pay
6040 · Health Insurance	12,034	-
6050 · Pension	-	-
6060 · Workers Comp	20,000	-
Total 6000 · Compensation	546,733	642,134
6120 · Uniforms	3,000	3,000 Cadet uniforms
6221 · Community Assistance	971,267	500,000 Placeholder for rental, mortgage, and utility assistance
6222 - Business/Nonprofit Asst.	560,000	500,000 Unutilized funds from FY23 transferred to new budget year
6223 - Food Assistance	20,000	20,000
6224 - Security Camera Reimb.	50,000	50,000 Unutilized funds from FY23 transferred to new budget year
6220 - Other Community Initiatives	40,000	previously for school trauma kits, not budgeted this year
6235 · Senior Citizen Projects	3,000	3,000 \$1,000 extra for each senior complex
6420 · Computer Expense	20,000	20,000 Computer replacement for PD and Admin
6580 · Contractual Services	50,000	50,000 Previously Shot Spotter, hold for Treasury Asst. contractual/grants mgr.
6970 · Capital Outlay	614,117	-
6972 · Long-Term Capital Projects		500,000 Flood Barrier Project
<b>Total Expense</b>	<b>2,878,117</b>	<b>2,288,134</b> Expense offset by ARPA revenues received
		2,444,205 spent through 5/23 since inception
		2,288,134 budgeted for FY24
		4,732,339 planned to be spent out of \$4.9M award
		201,633 Balance unencumbered

## FY24 Department Budgets



Only 12% to General and Administration

**Town of Bladensburg**  
**Budget Summary**  
July 2023 through June 2024

	Jul '23 - Jun 24
Ordinary Income/Expense	
Income	
4000 · Property Taxes	
4020 · Real Estate Taxes	4,179,813
4040 · Business Personal Property Tax	1,045,000
Total 4000 · Property Taxes	5,224,813
4100 · Income Tax	
4200 · Other Local Taxes	600,000
4220 · Admissions and Amusement Tax	
4220 · Admissions and Amusement Tax	40,000
Total 4200 · Other Local Taxes	40,000
4300 · Licenses and Permits	
4310 · Local Business Licenses	80,000
4320 · County Traders License	15,000
4370 · Cable Franchise Fees	110,000
Total 4300 · Licenses and Permits	205,000
4400 · Federal Funding	
4410 · Federal Earmark	150,000
4400 · Federal Funding - Other	2,288,133
Total 4400 · Federal Funding	2,438,133
4500 · State Funding	
4510 · Highway User Revenues	285,200
4520 · Police Aid	300,000
4550 · Bond Bill	150,000
Total 4500 · State Funding	735,200
4600 · County Funding	
4620 · County Disposal Fee Rebate	22,484
4640 · Bank Stock	2,372
Total 4600 · County Funding	24,856
4700 · Service Charges	
4720 · Local Fines/Fees	15,000
4730 · Copier Fees	3,000
4740 · Fingerprinting	1,000
4770 · Automated Traffic Enforcement	1,000,000
Total 4700 · Service Charges	1,019,000
4800 · Other Revenues	
4800 · Other Revenues	193,000
4900 · Restricted Revenues	
4950 · Community Legacy - Restricted	0
4960 · CDBG Construction Grant	165,000
4970 · Other Grants	0
4900 · Restricted Revenues - Other	10,000
Total 4900 · Restricted Revenues	175,000

**Town of Bladensburg**  
**Budget Summary**  
July 2023 through June 2024

	Jul '23 - Jun 24
4999 • Transfer from Fund Balance	494,260
Total Income	11,149,262
Gross Profit	11,149,262
Expense	
6000 • Compensation	
6010 • Regular Pay	4,265,292
6020 • Overtime	342,271
6030 • FICA	352,478
6040 • Health Insurance	741,185
6050 • Pension	466,494
6060 • Workers Comp	288,500
Total 6000 • Compensation	6,456,220
6110 • Tuition Reimbursement	28,500
6120 • Uniforms	56,000
6130 • Recruitment	16,000
6140 • Professional Development	
6145 • Council Business Development	22,000
6140 • Professional Development - Other	46,000
Total 6140 • Professional Development	68,000
6150 • Payroll Service	6,000
6160 • Employee Recognition	12,000
6210 • Council Projects	2,500
6220 • Community Initiatives	
6221 • Housing Assistance	500,000
6222 • Business/Non-Profit Assistance	500,000
6223 • Food Assistance	20,000
6224 • Monitoring	50,000
Total 6220 • Community Initiatives	1,070,000
6225 • Community Grants	
6226 • Fire Department Donation	30,000
6227 • Scholarships	5,000
6225 • Community Grants - Other	12,000
Total 6225 • Community Grants	47,000
6230 • Community Events	86,000
6235 • Senior Citizen Projects	7,500
6240 • Memorials	2,000
6255 • Town Meetings	5,000
6260 • Transportation	60,000
6270 • Historic Promotion	2,402
6310 • Telephone	27,000
6320 • Wireless Communications	48,640
6330 • Communications Contracts	38,000
6350 • Internet Access	10,000
6360 • Data Fees	2,000
6420 • Computer Expense	20,000
6440 • IT Support	42,000
6460 • Software Contract	32,000
6510 • Audit	17,000

Town of Bladensburg  
Budget Summary  
July 2023 through June 2024

	Jul '23 - Jun 24
6520 · Bank Charges	5,000
6530 · Bad Debts	6,000
6545 · Insurance - Auto	50,000
6550 · Insurance - Liability	68,000
6560 · Legal	40,000
6570 · Equipment Lease	14,000
6580 · Contractual Services	215,000
6590 · Automated Traffic Enforcement	100,000
6620 · Fuel	120,000
6640 · Vehicle Repairs and Maintenance	60,000
6650 · Vehicle Body Repairs	30,000
6670 · Equipment Maintenance	13,000
6680 · Weapon Repairs and Supplies	20,000
6710 · Building Maintenance	50,000
6720 · Grounds Maintenance	30,000
6740 · Street Lights	50,000
6750 · Sanitation Contract	300,000
6760 · Landfill Fees	16,000
6770 · Building Supplies	10,000
6790 · Janitorial Services	30,000
6810 · Advertising	30,000
6820 · Website	4,000
6825 · Membership	16,500
6835 · Travel	11,000
6850 · Office Supplies	23,000
6855 · Postage	5,000
6860 · Shop Supplies	3,000
6865 · Supplies	20,000
6880 · Election Costs	8,000
6885 · Finger Printing	1,000
6890 · Utilities	61,000
6900 · Grants - Restricted	
6930 · CDBG	165,000
6900 · Grants - Restricted - Other	10,000
Total 6900 · Grants - Restricted	175,000
Total Expense	9,746,262
Net Ordinary Income	1,403,000
Other Income/Expense	
Other Expense	
6950 · Debt Service	87,000
6970 · Capital Outlay	
6972 · Long Term Capital Projects	800,000
6975 · Capital Outlay - Seized Funds	58,000
6979 · Highway User Projects	150,000
6970 · Capital Outlay - Other	308,000
Total 6970 · Capital Outlay	1,316,000
Total Other Expense	1,403,000
Net Other Income	-1,403,000
Net Income	0

Town of Bladensburg  
Budget Overview by Department  
July 2023 through June 2024

	Administrator Jul '23 - Jun '24	ARPA Jul '23 - Jun '24	Capital Projects Jul '23 - Jun '24	Clerk Jul '23 - Jun '24	Finance Jul '23 - Jun '24	Grants - Restricted Jul '23 - Jun '24	Total Mayor and ... Jul '23 - Jun '24	Total Public Safety Jul '23 - Jun '24	Total Public Wor... Jul '23 - Jun '24	Revenues Jul '23 - Jun '24	Speed Camera F... Jul '23 - Jun '24	TOTAL Jul '23 - Jun '24
Ordinary Income/Expense												
Income												
4000 · Property Taxes	0									4,179,813		4,179,813
4020 · Real Estate Taxes										1,045,000		1,045,000
4040 · Business Personal Property Tax										5,224,813		5,224,813
Total 4000 · Property Taxes	0									600,000		600,000
4100 · Income Tax										40,000		40,000
4200 · Other Local Taxes												
4220 · Admissions and Amusement Tax												
Total 4200 · Other Local Taxes												
4300 · Licenses and Permits										80,000		80,000
4310 · Local Business Licenses										15,000		15,000
4320 · County Traders License										110,000		110,000
4370 · Cable Franchise Fees										205,000		205,000
Total 4300 · Licenses and Permits										150,000		150,000
4400 · Federal Funding		2,288,133								0		2,288,133
4410 · Federal Emergency										150,000		150,000
4400 · Federal Funding - Other										2,288,133		2,288,133
Total 4400 · Federal Funding		2,288,133								2,288,133		2,288,133
4500 · State Funding										285,200		285,200
4510 · Highway User Revenues										300,000		300,000
4520 · Police Aid										150,000		150,000
4580 · Bond Bill										735,200		735,200
Total 4500 · State Funding										22,484		22,484
4600 · County Funding										2,372		2,372
4620 · County Disposal Fee Rebate												
4640 · Bank Stock										24,856		24,856
Total 4600 · County Funding										15,000		15,000
4700 · Service Charges										3,000		3,000
4720 · Local Fines/Fees										1,000		1,000
4730 · Copier Fees										0		0
4740 · Fingerprinting										1,000,000		1,000,000
4770 · Automated Traffic Enforcement										19,000		19,000
Total 4700 · Service Charges										1,000,000		1,000,000
4800 · Other Revenues										60,000		60,000
4810 · Insurance Reimbursement										2,000		2,000
4820 · Bus Shelter Advertising										42,000		42,000
4830 · Property Rental										7,000		7,000
4840 · Vehicle Deployment										2,000		2,000
4870 · Misc. Revenues										80,000		80,000
4400 · Interest Earned										193,000		193,000
Total 4800 · Other Revenues										0		0
4900 · Restricted Revenues										0		0
4960 · Community Legacy - Restricted						165,000				0		165,000
4960 · CDBG Construction Grant						10,000				0		10,000
4970 · Other Grants						175,000				0		175,000
4900 · Restricted Revenues - Other										484,260		484,260
Total 4900 · Restricted Revenues										7,586,129		7,586,129
4999 · Transfer from Fund Balance										1,000,000		1,000,000
Total Income	0	2,288,133				175,000				7,586,129		11,149,262
Gross Profit	0	2,288,133				175,000				7,586,129		11,149,262
Expense												
6000 · Compensation	150,613	546,958		203,803	198,468		60,008	2,727,440	318,158		59,844	4,265,982
6010 · Regular Pay		49,543		3,000	1,000			272,744	10,000		5,984	342,271
6020 · Overtime					15,259		4,591	229,514	25,104		5,036	352,478
6030 · FICA	11,522	45,632		15,820	10,067		40,468	584,108	69,282			741,185
6040 · Health Insurance	14,686			22,574	24,871		6,559	354,650	39,224			466,484
6050 · Pension	16,462			500	500		2,000	250,000	35,000			288,500
6060 · Workers Comp	500											
Total 6000 · Compensation	193,783	642,133		270,425	250,165		113,626	4,418,456	496,768		70,864	6,456,220



Town of Bladensburg  
Budget Overview by Department  
July 2023 through June 2024

	Administrator Jul '23 - Jun '24	ARPA Jul '23 - Jun '24	Capital Projects Jul '23 - Jun '24	Clerk Jul '23 - Jun '24	Finance Jul '23 - Jun '24	Grants - Restricted Jul '23 - Jun '24	Total Mayor and ... Jul '23 - Jun '24	Total Public Safety Jul '23 - Jun '24	Total Public Wor... Jul '23 - Jun '24	Revenues Jul '23 - Jun '24	Speed Camera F... Jul '23 - Jun '24	TOTAL Jul '23 - Jun '24
6110 - Tuition Reimbursement	1,000											28,500
6120 - Uniforms		3,000		2,000	2,000			20,000	3,500			56,000
6130 - Recruitment								15,000	3,000		50,000	16,000
6140 - Professional Development												
6146 - Council Business Development	4,000			3,000	2,000		22,000	35,000	2,000			22,000
6146 - Professional Development - Other												48,000
Total 6140 - Professional Development	4,000			3,000	2,000		22,000	35,000	2,000			66,000
6150 - Payroll Service												8,000
6160 - Employee Recognition							8,000	4,000				12,000
6210 - Council Projects							2,500					2,500
6220 - Community Initiatives												
6221 - Housing Assistance		500,000										500,000
6221 - Business/Non-Profit Assistance		500,000										500,000
6223 - Food Assistance		20,000										20,000
6224 - Monitoring		50,000										50,000
Total 6220 - Community Initiatives		1,070,000										1,070,000
6225 - Community Grants							30,000					30,000
6226 - Fire Department Donation							5,000					5,000
6227 - Scholarships							12,000					12,000
6226 - Community Grants - Other							47,000					47,000
Total 6225 - Community Grants							66,000	20,000				86,000
6230 - Community Events		3,000					4,500					7,500
6235 - Senior Citizen Projects				2,000								2,000
6240 - Memorials							5,000					5,000
6266 - Town Meetings												9,000
6260 - Transportation	60,000			2,402								24,002
6270 - Historic Promotion												27,000
6310 - Telephone				1,920	960		4,800	27,000				48,640
6320 - Wireless Communications	960							40,000			38,000	10,000
6330 - Communications Contracts								7,000	3,000			2,000
6330 - Internet Access								2,000				2,000
6380 - Data Fees								42,000				42,000
6420 - Computer Expense		20,000		10,000				20,000				32,000
6440 - IT Support					2,000							17,000
6440 - Software Contract					17,000							5,000
6510 - Bank Charges					6,000							6,000
6530 - Bank Debits												50,000
6646 - Insurance - Auto					10,000		3,000	50,000				68,000
6650 - Insurance - Liability	40,000							55,000				40,000
6660 - Legal								9,000				14,000
6670 - Equipment Lease				5,000				15,000				215,000
6690 - Contractual Services	100,000	50,000							20,000		50,000	100,000
6690 - Automated Traffic Enforcement												120,000
6620 - Fuel								100,000	20,000			60,000
6640 - Vehicle Repairs and Maintenance								40,000	20,000			30,000
6650 - Vehicle Body Repairs								30,000				20,000
6670 - Equipment Maintenance								3,000	10,000			20,000
6680 - Weapon Repairs and Supplies												50,000
6710 - Building Maintenance									50,000			50,000
6720 - Grounds Maintenance									300,000			300,000
6740 - Street Lights								16,000				16,000
6750 - Sanitation Contract								10,000				10,000
6760 - Landfill Fees									30,000			30,000
6770 - Building Supplies												30,000
6790 - Janitorial Services	30,000											4,000
6810 - Advertising	4,000											1,000
6820 - Membership	1,000			500	500		13,000	1,500				500
6825 - Travel	3,000			1,500	1,000			5,000				11,000
6850 - Office Supplies				8,000				15,000				23,000
6855 - Postage				2,000				3,000	3,000			5,000
6860 - Shop Supplies								20,000				3,000
6865 - Supplies												20,000
6880 - Election Costs				8,000				1,000				8,000
6885 - Finger Printing				7,000				26,000	28,000			1,000
6890 - Utilities												61,000

Town of Bladensburg  
Budget Overview by Department  
July 2023 through June 2024

	Administrator Jul '23 - Jun '24	ARPA Jul '23 - Jun '24	Capital Projects Jul '23 - Jun '24	Clerk Jul '23 - Jun '24	Finance Jul '23 - Jun '24	Grants - Restricted Jul '23 - Jun '24	Total Mayor and ... Jul '23 - Jun '24	Total Public Safety Jul '23 - Jun '24	Total Public Wor... Jul '23 - Jun '24	Revenues Jul '23 - Jun '24	Speed Camera F... Jul '23 - Jun '24	TOTAL Jul '23 - Jun '24
6900 - Grants - Restricted						165,000						165,000
6930 - CDBG						10,000						10,000
6900 - Grants - Restricted - Other												
Total 6900 - Grants - Restricted						175,000						175,000
Total Expense	437,743	1,768,133		323,747	302,625	175,000	289,426	5,044,956	1,075,768		308,864	9,746,262
Net Ordinary Income	-437,743	500,000		-323,747	-302,625	0	-289,426	-5,044,956	-1,075,768	7,686,129	691,136	1,403,000
Other Income/Expense												
Other Expense												
8850 - Debt Service												
8970 - Capital Outlay					87,000							87,000
6972 - Long Term Capital Projects		500,000	300,000									800,000
6975 - Capital Outlay - Seized Funds												58,000
6879 - Highway User Projects		0									308,000	150,000
6970 - Capital Outlay - Other												308,000
Total 8970 - Capital Outlay												
Total Other Expense		500,000	300,000						208,000		308,000	1,316,000
Net Other Income	0	-500,000	-300,000	0	-87,000	0	0	0	-208,000	0	-308,000	-1,403,000
Net Income	-437,743	0	-300,000	-323,747	-389,625	0	-289,426	-5,044,956	-1,283,768	7,686,129	383,136	0

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## LGIT Board of Trustees Election

Samantha Fallat <SFallat@lgit.org>

Wed 4/19/2023 12:52 PM

📎 1 attachments (64 KB)

LGIT Trustees Biographies.pdf;

Dear LGIT Member,

Good afternoon, I hope this email finds you well. Article VIII, Section 2 of the Bylaws of the Local Government Insurance Trust provides that Trustees shall be elected by the Members prior to the beginning of each fiscal year. The Board of Trustees shall submit to the Members a slate of candidates to fill each vacancy, which will occur on the Board as terms expire. Each member has one vote, and the vote must be submitted to the LGIT Executive Director 15 days prior to the beginning of the fiscal year. The nominees with the highest number of votes for each vacancy are declared elected. Attached is a document with biographies for both candidates. Please note Mr. Pfeffer is the most recently appointed Trustee filling a vacancy of a departing Trustee. Please use the link below to complete your ballot and cast your vote by **June 16, 2023**. Your timely completion of this ballot is important.

<https://forms.office.com/r/H1sqnaNYTs>

Thank you and have a great day.

Samantha Fallat  
Human Resources Associate  
Local Government Insurance Trust  
7225 Parkway Drive  
Hanover, MD 21076  
Office 443-561-1711  
Cell 724-931-0477  
[Sfallat@lgit.org](mailto:Sfallat@lgit.org)



## Daniel Mears



Daniel Mears has been the Assistant City Manager of Bowie, Maryland since February 2018. Prior to this position he served as Town Manager of La Plata, Maryland from 2007 to 2018. His earlier municipal management positions included Assistant City Manager and Economic Developer for Hazelwood, Missouri, and as Assistant City Manager and City Manager for Ellisville, Missouri.

In addition to over 20 years managing local governments, Mr. Mears served as President of the Maryland City/County Management Association and as a Member of the Board of the Maryland Municipal League. He is a member of the International City/County Management Association and a graduate of the Class of 2011 of Leadership Maryland.

After being raised in New Jersey, he graduated from Shippensburg University in Pennsylvania with a degree in Speech Communications. He earned a Master's in Public Policy Administration from the University of Missouri in St. Louis.

## George L. Pfeffer (Lenny)



Councilman Pfeffer is serving in Dorchester County Government. He was born in Baltimore, Maryland on March 8, 1966. He graduated from Old Mill Senior High School and over the years has taken classes at AACC and the University of Maryland for career enhancement. He is retired from the Anne Arundel County Fire Department where he served as a Firefighter, EMT, MFRI Instructor, Driver/Operator and Lieutenant. He is also the former owner of a small landscaping business in Dorchester County. Councilman Pfeffer is a Life Member and past President of the Secretary Volunteer Fire Company, past President of the Dorchester County Volunteer Firemen's Association, member of the Sons of American Legion Post 243, Red Cross Volunteer, Founding Member of the Dorchester Critical Incident Stress Management Team, Character Counts Coach at Warwick Elementary School and Trustee at the First United Methodist Church in Secretary.



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**TOWN OF BLADENSBURG**  
4229 Edmonston Road  
Bladensburg, Maryland  
June 12, 2023

**PROPOSED FY24 BUDGET ORDINANCE NO: 6-2023**

**AN ORDINANCE TO LEVY THE REAL PROPERTY AND PERSONAL PREOPERTY TAX RATES AND APPROPRIATE AND ADOPT THE OPERATING BUDGET OF THE MAYOR AND TOWN COUNCIL OF BLADENSBURG, MARYLAND FOR THE 2024 FISCAL YEAR OF JULY 1, 2023 THROUGH JUNE 30, 2024.**

**BE IT ENACTED AND ORDAINED** by the Mayor and Town Council of Bladensburg, that pursuant to the authority contained in Article 501 of the Charter of the Town of Bladensburg, the Town Budget for the Fiscal Year 2024 is attached hereto and;

**BE IT FURTHER ENACTED AND ORDAINED** by the Mayor and Town Council of Bladensburg that the real property tax levy for the fiscal year commencing July 1, 2023 be, and the same is hereby set, at \$0.74 per \$100 of full value assessment on all taxable real property located within the corporate limits of the Town of Bladensburg; and

**BE IT FURTHER ENACTED AND ORDAINED** by the Mayor and Town Council of Bladensburg that the business personal property tax levy for the fiscal year commencing July 1, 2023 be, and the same is hereby set, at \$2.09 per \$100 of full value assessment on all taxable business personal property within the corporate limits of the Town of Bladensburg; and

**BE IT FURTHER ENACTED AND ORDAINED** by the Mayor and Town Council of Bladensburg that the general operating budget for Fiscal Year 2024 is attached be and is hereby adopted; and

**BE IT FURTHER ENACTED AND ORDAINED** that upon adoption of this Ordinance, the same shall be authenticated by the signature of the Mayor and Town Clerk to be recorded among the Town books and kept for that purpose, and that a certified copy of the Ordinance shall be posted in the Town Hall in public view for a period of not less than ten (10) days after its passage; and

**BE IT FURTHER ENACTED AND ORDAINED** that this Ordinance shall be effective on the first day of July 2023. The requirement for reading this Ordinance at two (2) separate meetings was fulfilled on May 8, 2023 and June 12, 2023.

**INTRODUCED** by the Mayor and Council of the Town of Bladensburg, at a regular meeting on May 8, 2023 and thereafter this Ordinance was prominently posted in the Town Hall and available for inspection by the public.

**By Order of the Mayor and Town Council**

Attest:

---

Richard Charnovich, Town Clerk  
Acting Town Administrator

---

Takisha James, Mayor





Department of Public Works

Report for May, 2023



Submitted By

Purnell Hall

#### Public Works activities for April, 2023:

During the month of April, Public Works worked on the following activities:

1. Assisted Code with securing front door in the 4100 block of 54<sup>th</sup> Place.
2. Mr. Hall has been working with an electrical contractor in reference pedestrian light project on 57<sup>th</sup> Ave.
3. Meet with SHA/ Concrete General on site to go over the scope of work for MD 769C Stormwater remediation project on 48<sup>th</sup> Street.
4. Public Works assisted Code with an abatement in the 5300 block of Taylor Street.
5. Public Works is working with Officer Harris with installing two cameras in Town.
6. Meet with AWS at the Bostwick House to go over their plans on planting trees on the property.
7. Public Works painted Reserved handicap space in the 5400 block of Taussig Road.
8. Mr. Hall has been working with LGIT and Metro Fence CO. In reference damage section of chain link fence at Public Works facility, due to vehicle striking it.
9. Public Works assisted with set up and break down for the Memorial Day event.

#### Measured in tons

Brush	
Building material	2.76
Condominium bulk pick up	2.39

#### Ground Maintenance:

The Public Works crew is committed to keeping the Town clean and beautiful and as a result we have picked up litter in the following areas of the Town.

- a. Annapolis Road Pedestrian Tunnel
- b. The Industrial Area
- c. The alley-way in between 55<sup>th</sup> Ave. and 56<sup>th</sup> Ave.

#### Meetings:

1. Department Head meeting
2. Budget meeting

**If you have leaves for pick up, please place them in yard waste bags or trash cans marked with and X for pick up on **MONDAYS**.**



- In order for the Department of Public Works to keep the Town clean and litter free, we need a little help from our residents as well.
  1. Please put trash in a trash container with the lid closed.
  2. Pick up litter in front of your property. (Curb line as well)

**Help Keep Bladensburg Clean!**



**Notice: Please put Styrofoam in the trash container. It is not acceptable with recycle.**



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# Town of Bladensburg Financial Summary

May-23

Financial Summary	FY23 May YTD	Budget	Variance	Last Fiscal FY22 YTD	Change since prior year
<b>Revenues</b>					
Property Tax	3,972,253	4,044,062	98%	3,935,622	1%
Personal Property Tax	1,135,771	775,000	147%	751,089	51%
Income and Other Tax	446,045	632,000	71%	499,088	-11%
Licenses and Permits	177,262	210,000	84%	186,605	-5%
Federal funding - ARPA	2,099,855	2,878,117	73%	203,483	932%
State and County Funding	375,428	398,882	94%	264,685	42%
Service Charges	15,592	17,000	92%	12,658	23%
Automated Traffic Enforce.	836,233	257,570	325%	-	
Other Revenues	475,241	90,000	528%	105,076	352%
Restricted Grants	10,500	165,000	0%	177,703	-94%
Fund Balance Transfer	-	667,678	0%	-	0%
<b>Total Revenues</b>	<b>9,544,180</b>	<b>10,135,309</b>	<b>94%</b>	<b>6,136,009</b>	<b>56%</b>
<b>Expenses by Dept.</b>					
Mayor and Council	225,214	236,635	95%	172,767	30%
Town Administrator	156,350	310,922	50%	239,312	-35%
Town Clerk	306,952	319,298	96%	249,442	23%
Finance	358,910	378,087	95%	373,311	-4%
Public Safety	4,709,782	4,461,355	106%	3,775,084	25%
Speed Camera Expenses	398,507	217,570	183%		
Public Works	943,587	1,168,325	81%	743,904	27%
ARPA Projects	2,099,852	2,878,117	73%	203,484	932%
Grants	12,271	165,000	7%	60,730	-80%
<b>Total Expenses</b>	<b>9,211,425</b>	<b>10,135,309</b>	<b>91%</b>	<b>5,818,034</b>	<b>58%</b>
<b>Surplus / (Deficit)</b>	<b>332,755</b>	<b>-</b>		<b>317,975</b>	<b>5%</b>

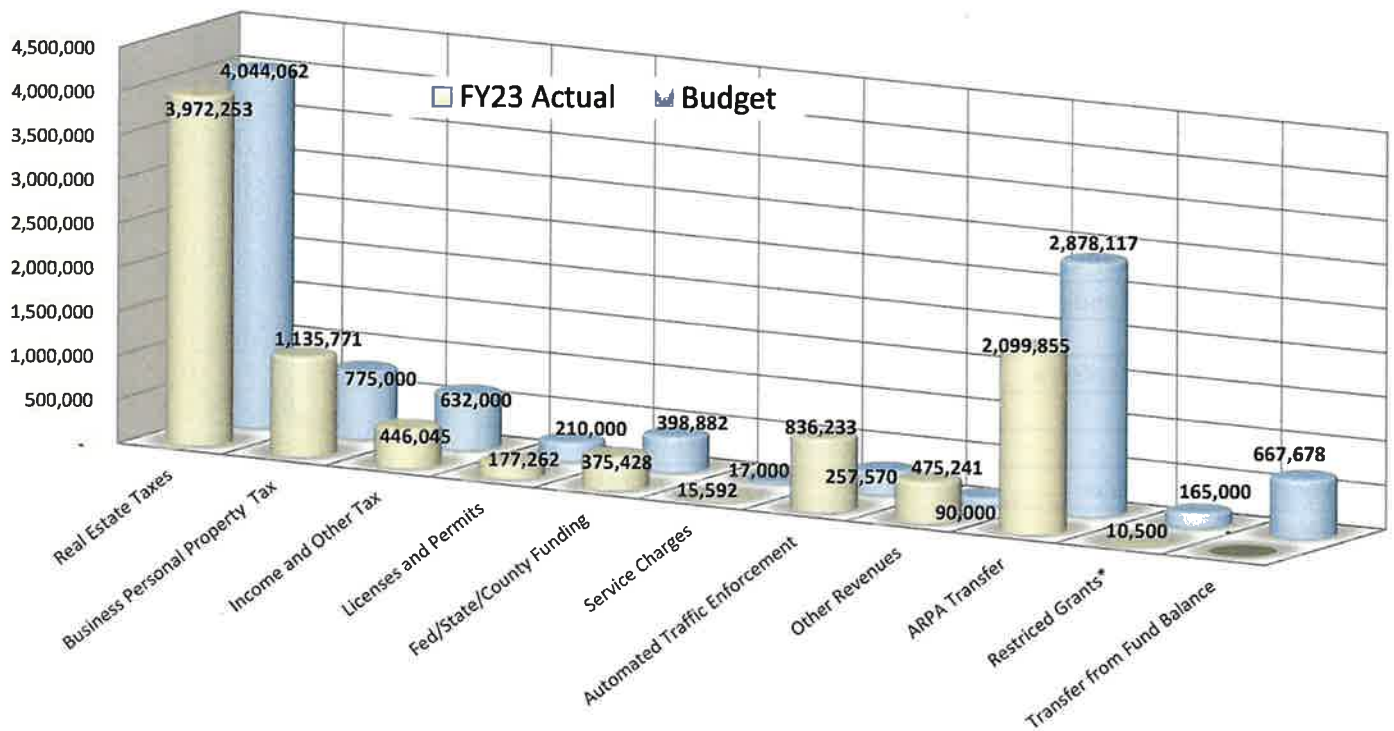
Interim Financials, Subject to Change

## Budget Amendments since adoption (by Ordinance #)

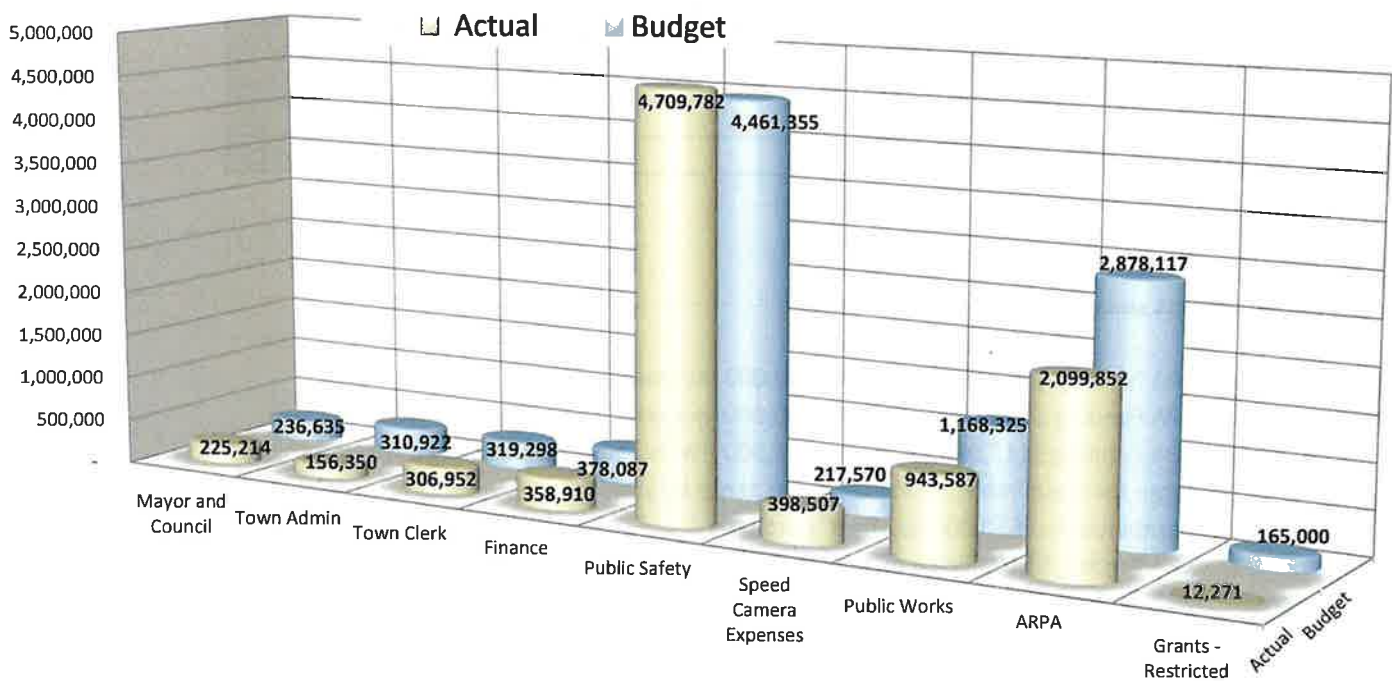
1. ARPA - Increase ARPA Funding \$300,000 to offset \$300,000 increase in ARPA Community Asst.
- 3a. ARPA - Increase ARPA Funding \$500,000 to offset \$500,000 increase in ARPA Community Asst.
- 3b. ARPA - Increase ARPA Funding \$117,000 to offset \$117,000 PW increase for Bostwick buttress project
- 3c. Mobile Police Camera - Increase Public Safety capital expense by \$30,000  
and reduce TA Compensation \$30,000 to offset purchase
- 4a. ARPA - Increase ARPA funding \$510,000 to offset \$510,000 increase in ARPA Business Assistance
- 4b. ARPA - Increase ARPA funding \$261,117 to offset \$261,117 increase in ARPA Capital for VFD Ambulance
- 4c. ARPA - Increase ARPA funding \$50,000 to offset \$50,000 increase in ARPA Security Camera Rebate
- 4d. Community Grants - Inc. Mayor/Council Community Grants \$12,000 and reduce Transportation by \$12,000
- 4e. Community Events - Inc. Mayor/Council Community Events \$5,000 and reduce Transportation by \$5,000
- 5a. Speed Camera Funds -funding for \$67,382 purchase of equipped police Tahoe
- 5b. Speed Camera Funds -funding for \$59,395 purchase of equipped police SUV
- 5c. Speed Camera Funds -funding for \$23,293 for purchase of (4) electric police bikes
- 5d. Speed Camera Funds -funding for \$7,500 for purchase of citizen activation software
- 5e. Speed Camera Funds -increase speed camera revenues \$157,570 to offset above purchases



## Revenues vs Budget - May FY23



## Expenditures vs Budget by Department - thru April FY23



Town of Bladensburg  
**Mayor and Council**  
FY23 YTD Actuals vs Budget

	<u>Jul '22 - ...</u>	<u>Budget</u>	<u>% of Bud...</u>
<b>Ordinary Income/Expense</b>			
<b>Expense</b>			
6000 · Compensation			
6010 · Regular Pay	44,308	48,000	92%
6030 · FICA	3,220	3,672	88%
6040 · Health Insurance	37,570	37,084	101%
6050 · Pension	4,852	5,079	96%
6060 · Workers Comp		2,000	
<b>Total 6000 · Compensation</b>	<u>89,950</u>	<u>95,835</u>	<u>94%</u>
6140 · Professional Development			
6145 · Council Business Development	12,340	15,000	82%
6140 · Professional Development - Other			
<b>Total 6140 · Professional Development</b>	<u>12,340</u>	<u>15,000</u>	<u>82%</u>
6160 · Employee Recognition	11,043	8,000	138%
6210 · Council Projects		2,500	
6225 · Community Grants			
6226 · Fire Department Donation	22,500	30,000	75%
6227 · Scholarships			
6225 · Community Grants - Other	2,000	12,000	17%
<b>Total 6225 · Community Grants</b>	<u>24,500</u>	<u>42,000</u>	<u>58%</u>
6230 · Community Events	57,086	44,000	130%
6235 · Senior Citizen Projects	4,500	4,500	100%
6255 · Town Meetings	4,687	4,000	117%
6320 · Wireless Communications	4,000	4,800	83%
6420 · Computer Expense	1,689		
6550 · Insurance - Liability	2,299	3,000	77%
6620 · Fuel			
6640 · Vehicle Repairs and Maintenance			
6825 · Membership	13,122	13,000	101%
<b>Total Expense</b>	<u>225,214</u>	<u>236,635</u>	<u>95%</u>
<b>Net Ordinary Income</b>	<u>-225,214</u>	<u>-236,635</u>	<u>95%</u>
<b>Other Income/Expense</b>			
Other Expense			
<b>Net Other Income</b>			
<b>Net Income</b>	<u><u>-225,214</u></u>	<u><u>-236,635</u></u>	<u><u>95%</u></u>

Town of Bladensburg  
**Town Administration Budget**  
July 2022 through May 2023

	<u>Jul '22 - May 23</u>	<u>Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>			
<b>Expense</b>			
6000 · Compensation			
6010 · Regular Pay	15,125	100,047	15%
6020 · Overtime			
6030 · FICA	1,157	7,654	15%
6040 · Health Insurance	-1,168	14,186	-8%
6050 · Pension	12,543	10,575	119%
6060 · Workers Comp		500	
<b>Total 6000 · Compensation</b>	<b>27,658</b>	<b>132,962</b>	<b>21%</b>
6110 · Tuition Reimbursement		1,000	
6140 · Professional Development		4,000	
6150 · Payroll Service			
6240 · Memorials			
6255 · Town Meetings		1,000	
6260 · Transportation	42,634	43,000	99%
6270 · Historic Promotion			
6320 · Wireless Communications		960	
6420 · Computer Expense			
6460 · Software Contract			
6510 · Audit			
6520 · Bank Charges			
6530 · Bad Debts			
6540 · Insurance - Other			
6560 · Legal	17,562	25,000	70%
6570 · Equipment Lease			
6580 · Contractual Services	49,326	70,000	70%
6620 · Fuel			
6810 · Advertising	16,470	25,000	66%
6820 · Website	2,700	4,000	68%
6825 · Membership		1,000	
6835 · Travel		3,000	
6850 · Office Supplies			
6855 · Postage			
6880 · Election Costs			
6890 · Utilities			
<b>Total Expense</b>	<b>156,350</b>	<b>310,922</b>	<b>50%</b>
<b>Net Ordinary Income</b>	<b>-156,350</b>	<b>-310,922</b>	<b>50%</b>
<b>Other Income/Expense</b>			
<b>Other Expense</b>			
<b>Net Other Income</b>			
<b>Net Income</b>	<b>-156,350</b>	<b>-310,922</b>	<b>50%</b>



12:40 PM  
06/08/23  
Accrual Basis

Town of Bladensburg  
Town Clerk  
FY23 Actuals vs Budget

	<u>Jul '22 - May 23</u>	<u>Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense			
Expense			
6000 · Compensation			
6010 · Regular Pay	211,010	205,920	102%
6020 · Overtime	7,131	3,000	238%
6030 · FICA	16,688	15,980	104%
6040 · Health Insurance	23,108	17,700	131%
6050 · Pension	19,123	29,376	65%
6060 · Workers Comp		1,000	
Total 6000 · Compensation	277,059	272,976	101%
6110 · Tuition Reimbursement		2,000	
6140 · Professional Development	2,500	3,000	83%
6240 · Memorials	782	2,000	39%
6270 · Historic Promotion		2,402	
6320 · Wireless Communications	1,600	1,920	83%
6460 · Software Contract		8,000	
6570 · Equipment Lease	4,178	5,000	84%
6825 · Membership	499	500	100%
6835 · Travel	215	1,500	14%
6850 · Office Supplies	7,632	8,000	95%
6855 · Postage	744	3,000	25%
6880 · Election Costs	5,765	3,000	192%
6890 · Utilities	5,978	6,000	100%
Total Expense	306,952	319,298	96%
Net Ordinary Income	-306,952	-319,298	96%
Net Income	<u>-306,952</u>	<u>-319,298</u>	<u>96%</u>

12:40 PM  
06/08/23  
Accrual Basis

Town of Bladensburg  
**Finance**  
FY23 Actuals vs. Budget

	<u>Jul '22 - May 23</u>	<u>Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>			
<b>Expense</b>			
<b>6000 · Compensation</b>			
6010 · Regular Pay	178,982	193,877	92%
6020 · Overtime	1,062		100%
6030 · FICA	13,722	14,832	93%
6040 · Health Insurance	10,289	12,425	83%
6050 · Pension	24,852	20,493	121%
6060 · Workers Comp		500	
<b>Total 6000 · Compensation</b>	<u>228,907</u>	<u>242,127</u>	<u>95%</u>
6110 · Tuition Reimbursement		2,000	
6140 · Professional Development	525	3,000	18%
6150 · Payroll Service	5,500	6,000	92%
6320 · Wireless Communications	800	960	83%
6400 · Computer			
6460 · Software Contract	36	2,000	2%
6510 · Audit	12,000	12,000	100%
6520 · Bank Charges	3,599	5,000	72%
6530 · Bad Debts	13,242	6,000	221%
6550 · Insurance - Liability	8,739	10,000	87%
6825 · Membership		500	
6835 · Travel		1,500	
<b>Total Expense</b>	<u>273,348</u>	<u>291,087</u>	<u>94%</u>
<b>Net Ordinary Income</b>	<u>-273,348</u>	<u>-291,087</u>	<u>94%</u>
<b>Other Income/Expense</b>			
<b>Other Expense</b>			
6950 · Debt Service	85,562	87,000	98%
<b>Total Other Expense</b>	<u>85,562</u>	<u>87,000</u>	<u>98%</u>
<b>Net Other Income</b>	<u>-85,562</u>	<u>-87,000</u>	<u>98%</u>
<b>Net Income</b>	<u><u>-358,910</u></u>	<u><u>-378,087</u></u>	<u><u>95%</u></u>

Town of Bladensburg  
**Public Safety**  
FY23 YTD Actuals vs Budget

	Jul '22 - May 23	Budget	% of Budget
<b>Ordinary Income/Expense</b>			
<b>Expense</b>			
6000 · Compensation			
6010 · Regular Pay	2,416,869	2,396,493	101%
6020 · Overtime	366,255	225,000	163%
6030 · FICA	209,461	200,544	104%
6040 · Health Insurance	545,869	494,971	110%
6050 · Pension	208,710	288,347	72%
6060 · Workers Comp	206,360	225,000	92%
<b>Total 6000 · Compensation</b>	<b>3,953,524</b>	<b>3,830,355</b>	<b>103%</b>
6110 · Tuition Reimbursement	9,253	20,000	46%
6120 · Uniforms	67,215	46,000	146%
6130 · Recruitment	11,431	16,000	71%
6140 · Professional Development	35,427	20,000	177%
6160 · Employee Recognition	3,005	4,000	75%
6230 · Community Events	15,803	15,000	105%
6310 · Telephone	30,990	27,000	115%
6320 · Wireless Communications	35,615	46,000	77%
6330 · Communications Contracts	36,828	34,000	108%
6340 · Interoperability	1,149	2,000	57%
6350 · Internet Access	6,637	5,000	133%
6360 · Data Fees	1,561	1,500	104%
6420 · Computer Expense			
6440 · IT Support	30,406	30,000	101%
6460 · Software Contract	29,193	8,000	365%
6545 · Insurance - Auto	49,400	45,000	110%
6550 · Insurance - Liability	47,431	55,000	86%
6570 · Equipment Lease	14,464	9,000	161%
6580 · Contractual Services	14,965	15,000	100%
6590 · Automated Traffic Enforcement			
6620 · Fuel	95,545	75,000	127%
6640 · Vehicle Repairs and Maintenance	38,354	40,000	96%
6650 · Vehicle Body Repairs	30,204	15,000	201%
6670 · Equipment Maintenance	2,805	2,000	140%
6680 · Weapon Repairs and Supplies	21,031	20,000	105%
6710 · Building Maintenance			
6825 · Membership	1,833	1,500	122%
6835 · Travel	5,736	5,000	115%
6850 · Office Supplies	12,704	15,000	85%
6855 · Postage	3,189	3,000	106%
6865 · Supplies	25,903	4,000	648%
6885 · Finger Printing	1,171	1,000	117%
6890 · Utilities	16,251	21,000	77%
<b>Total Expense</b>	<b>4,649,022</b>	<b>4,431,355</b>	<b>105%</b>
<b>Net Ordinary Income</b>	<b>-4,649,022</b>	<b>-4,431,355</b>	<b>105%</b>

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Accrual Basis

Town of Bladensburg  
**Public Safety**  
FY23 YTD Actuals vs Budget

	Jul '22 - May 23	Budget	% of Budget
Other Income/Expense			
Other Expense			
6970 - Capital Outlay	60,760	30,000	203%
Total Other Expense	60,760	30,000	203%
Net Other Income	-60,760	-30,000	203%
Net Income	-4,709,782	-4,461,355	106%

Town of Bladensburg  
**Speed Camera Fund**  
FY23 YTD Actuals vs Budget

	<u>Jul '22 - May 23</u>	<u>Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>			
Income			
4700 · Service Charges			
4770 · Automated Traffic Enforcement	836,233	257,570	325%
Total 4700 · Service Charges	836,233	257,570	325%
Total Income	836,233	257,570	325%
Gross Profit	836,233	257,570	325%
Expense			
6120 · Uniforms	2,259		100%
6230 · Community Events	3,500		
6330 · Communications Contracts			
6460 · Software Contract	7,500	7,500	100%
6580 · Contractual Services	24,750		100%
6590 · Automated Traffic Enforcement	30,400	60,000	51%
6865 · Supplies	2,895		
Total Expense	71,304	67,500	106%
Net Ordinary Income	764,929	190,070	402%
<b>Other Income/Expense</b>			
Other Expense			
6970 · Capital Outlay	327,204	150,070	218%
Total Other Expense	327,204	150,070	218%
Net Other Income	-327,204	-150,070	218%
Net Income	<u>437,725</u>	<u>40,000</u>	<u>1,094%</u>

Town of Bladensburg  
**Public Works**  
July 2022 through May 2023

	Jul '22 - May 23	Budget	% of Budget
<b>Ordinary Income/Expense</b>			
<b>Expense</b>			
<b>6000 · Compensation</b>			
6010 · Regular Pay	246,057	368,702	67%
6020 · Overtime	7,277	10,000	73%
6030 · FICA	19,303	28,971	67%
6040 · Health Insurance	61,498	85,052	72%
6050 · Pension	25,330	41,800	61%
6060 · Workers Comp	25,795	33,000	78%
<b>Total 6000 · Compensation</b>	<b>385,260</b>	<b>567,525</b>	<b>68%</b>
6110 · Tuition Reimbursement		3,500	
6120 · Uniforms	2,262	3,000	75%
6140 · Professional Development		2,000	
6350 · Internet Access	1,905	2,000	95%
6420 · Computer Expense		1,800	
6620 · Fuel	17,670	20,000	88%
6640 · Vehicle Repairs and Maintenance	16,714	15,000	111%
6670 · Equipment Maintenance	2,919	6,000	49%
6710 · Building Maintenance	30,905	50,000	62%
6720 · Grounds Maintenance	26,105	20,000	131%
6740 · Street Lights	53,061	50,000	106%
6750 · Sanitation Contract	277,333	200,000	139%
6760 · Landfill Fees	9,177	16,000	57%
6770 · Building Supplies	7,121	8,000	89%
6790 · Janitorial Services	26,583	30,000	89%
6835 · Travel	84	500	17%
6860 · Shop Supplies	2,425	3,000	81%
6890 · Utilities	24,091	20,000	120%
<b>Total Expense</b>	<b>883,616</b>	<b>1,018,325</b>	<b>87%</b>
<b>Net Ordinary Income</b>	<b>-883,616</b>	<b>-1,018,325</b>	<b>87%</b>
<b>Other Income/Expense</b>			
<b>Other Expense</b>			
<b>6970 · Capital Outlay</b>			
6975 · Capital Outlay - Seized Funds			
6979 · Highway User Projects	59,971	150,000	40%
6970 · Capital Outlay - Other			
<b>Total 6970 · Capital Outlay</b>	<b>59,971</b>	<b>150,000</b>	<b>40%</b>
<b>Total Other Expense</b>	<b>59,971</b>	<b>150,000</b>	<b>40%</b>
<b>Net Other Income</b>	<b>-59,971</b>	<b>-150,000</b>	<b>40%</b>
<b>Net Income</b>	<b>-943,587</b>	<b>-1,168,325</b>	<b>81%</b>

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Accrual Basis

**Town of Bladensburg**  
**ARPA Funding**  
**FY23 YTD Actuals vs Budget**

	<u>Jul '22 - May 23</u>	<u>Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>			
<b>Expense</b>			
<b>6000 · Compensation</b>			
6010 · Regular Pay	359,088	433,134	83%
6020 · Overtime	45,359	45,000	101%
6030 · FICA	31,075	36,565	85%
6040 · Health Insurance		12,034	
6060 · Workers Comp	25,795	20,000	129%
<b>Total 6000 · Compensation</b>	<u>461,317</u>	<u>546,733</u>	<u>84%</u>
<b>6120 · Uniforms</b>		3,000	
<b>6220 · Community Initiatives</b>			
6221 · Housing Assistance	967,056	971,267	100%
6222 · Business/Non-Profit Assistance	35,485	560,000	6%
6223 · Food Assistance	17,308	20,000	87%
6224 · Monitoring		50,000	
6220 · Community Initiatives - Other	46,919	40,000	117%
<b>Total 6220 · Community Initiatives</b>	<u>1,066,767</u>	<u>1,641,267</u>	<u>65%</u>
<b>6235 · Senior Citizen Projects</b>	3,000	3,000	100%
<b>6420 · Computer Expense</b>	24,831	20,000	124%
<b>6580 · Contractual Services</b>	<u>48,772</u>	<u>50,000</u>	<u>98%</u>
<b>Total Expense</b>	<u>1,604,687</u>	<u>2,264,000</u>	<u>71%</u>
<b>Net Ordinary Income</b>	<u>-1,604,687</u>	<u>-2,264,000</u>	<u>71%</u>
<b>Other Income/Expense</b>			
<b>Other Expense</b>			
6970 · Capital Outlay	495,165	614,117	81%
<b>Total Other Expense</b>	<u>495,165</u>	<u>614,117</u>	<u>81%</u>
<b>Net Other Income</b>	<u>-495,165</u>	<u>-614,117</u>	<u>81%</u>
<b>Net Income</b>	<u><u>-2,099,852</u></u>	<u><u>-2,878,117</u></u>	<u><u>73%</u></u>

# American Rescue Plan Act (ARPA) Dashboard

05/31/23

Funding 4,933,972  
Interest Earned (not part of ARPA reporting) 106,538

FY22	FY22 Budget	FY22 Actuals	
Compensation (\$100/month plus PW and Police add'l inc.)		94,840	
Rental/Community Assistance/Grants/scholarships		138,633	
Trauma Kits (Supplies and Uniforms)		3,055	
Computer Expense (workstations and MS 365 email)		31,521	
Contractual Services (Engineering and ShotSpotter)		7,453	
Covid Supplies (part of grants)		13,111	
Reverse 911 System contract year (part of grants)		4,516	
Senior Citizen Projects (inc. \$1,000 per building)		1,892	
Capital - Police SUV outfitted		49,331	
<b>Totals</b>	<b>350,000</b>	<b>344,352</b>	98%

Summary	FY22 Actual	FY22 Budget
Compensation	94,840	100,000
Community Asst	138,633	140,000
Computer	31,521	31,000
Capital - Police	49,331	50,000
Contractual	11,969	12,000
Supplies	18,058	17,000
<b>Total FY22</b>	<b>344,352</b>	<b>350,000</b>
		98%

FY23 - Current Year	Current Year Budget	Current YTD Actuals	
Compensation - ARPA Manager, (2) part time cadets, payroll taxes, 20% increase to Police Officers, and 10% increase to Public Works	546,733	461,317	84%
Uniforms for Cadets	3,000	-	0%
Senior Citizen Projects	3,000	3,000	100%
Computer Expense - equipment replace and MS 365	20,000	24,831	124%
Contractual Services - Shot Spotter Annual and Civic Plus reverse 911	50,000	29,492	59%
Capital Outlay -- (4) vehicles outfitted @ \$50K, and (9) police radios			
(4) Vehicles outfitted	200,000	198,980	99%
(9) Police Radios	36,000	35,068	97%
Bostwick Buttress repairs	117,000	19,280	16%
Ambulance box for VFD	261,117	261,117	100%
Community Assistance:			
Rental Assistance	900,000	965,931	107%
Mortgage Assistance	50,000	1,125	2%
Business/Non-profit Assistance	560,000	35,485	6%
Utility Assistance	21,267		0%
Trauma Kits	40,000	46,919	117%
Food Assistance	20,000	17,308	87%
Security Camera Reimb. Program	50,000	-	
<b>Total ARPA FY23</b>	<b>2,878,117</b>	<b>2,099,853</b>	73%

Summary	FY23 Actual	FY23 Budget
Compensation	461,317	546,733
Community Asst	1,019,849	1,601,267
Trauma Kits	46,919	40,000
Computer	24,831	20,000
Capital - Police	234,048	236,000
Capital - Other	280,397	378,117
Contractual	29,492	50,000
Senior Citizens	3,000	3,000
Supplies	-	3,000
<b>Total FY23</b>	<b>2,099,853</b>	<b>2,878,117</b>
		73%

Cumulative		
Total Award	4,933,972	
Total Budgeted	3,228,117	65%
Total Expended	2,444,205	50%

Cash Begin	4,933,972
FY22 Expenses	(344,352)
FY23 Expenses	(2,099,853)
Interest earned	106,538
Ending Cash	2,596,304

	Cumulative Budgeted	Cumulative Spent
	3,228,117	2,444,205
Cumulative Totals (% of total \$4,933,972)	65%	50%

Quick Snapshot - Community Assistance Cumulative Total FY22/23 1,705,855 1,211,456



**Town of Bladensburg**  
**Profit & Loss Budget Overview**  
July 2022 through May 2023

	Jul '22 - May 23	Budget	% of Budget
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
<b>4000 · Property Taxes</b>			
4020 · Real Estate Taxes	3,972,253	4,044,062	98%
4040 · Business Personal Property Tax	1,135,771	775,000	147%
<b>Total 4000 · Property Taxes</b>	5,108,024	4,819,062	106%
<b>4100 · Income Tax</b>	415,349	600,000	69%
<b>4200 · Other Local Taxes</b>			
4220 · Admissions and Amusement Tax	30,696	32,000	96%
<b>Total 4200 · Other Local Taxes</b>	30,696	32,000	96%
<b>4300 · Licenses and Permits</b>			
4310 · Local Business Licenses	76,735	80,000	96%
4320 · County Traders License	19,669	10,000	197%
4340 · Building and Occupancy Permits	225		
4370 · Cable Franchise Fees	80,633	120,000	67%
<b>Total 4300 · Licenses and Permits</b>	177,262	210,000	84%
<b>4400 · Federal Funding</b>			
4410 · Federal Earmark			
4400 · Federal Funding - Other	2,099,855	2,878,117	73%
<b>Total 4400 · Federal Funding</b>	2,099,855	2,878,117	73%
<b>4500 · State Funding</b>			
4510 · Highway User Revenues	137,547	222,026	62%
4520 · Police Aid	218,646	152,000	144%
4550 · Bond Bill			
<b>Total 4500 · State Funding</b>	356,193	374,026	95%
<b>4600 · County Funding</b>			
4620 · County Disposal Fee Rebate	16,863	22,484	75%
4640 · Bank Stock	2,372	2,372	100%
<b>Total 4600 · County Funding</b>	19,235	24,856	77%
<b>4700 · Service Charges</b>			
4720 · Local Fines/Fees	13,063	13,000	100%
4730 · Copier Fees	1,874	3,000	62%
4740 · Fingerprinting	655	1,000	66%
4760 · Reimbursements			
4770 · Automated Traffic Enforcement	836,233	257,570	325%
<b>Total 4700 · Service Charges</b>	851,824	274,570	310%
<b>4800 · Other Revenues</b>			
4810 · Insurance Reimbursement	99,283	35,000	284%
4820 · Bus Shelter Advertising	1,238		100%
4830 · Property Rental	38,500	42,000	92%
4840 · Vehicle Deployment	6,350	7,000	91%
4860 · Loan Repayment			
4870 · Misc. Revenues	18,830	2,000	942%
4880 · Interest Earned	311,041	4,000	7,776%
<b>Total 4800 · Other Revenues</b>	475,241	90,000	528%
<b>4900 · Restricted Revenues</b>			
4910 · ARPA Funded Projects			
4950 · Community Legacy - Restricted		165,000	

**Town of Bladensburg**  
**Profit & Loss Budget Overview**  
 July 2022 through May 2023

	Jul '22 - May 23	Budget	% of Budget
4960 · CDBG Construction Grant			
4970 · Other Grants	10,500		100%
4900 · Restricted Revenues - Other			
<b>Total 4900 · Restricted Revenues</b>	<b>10,500</b>	<b>165,000</b>	<b>6%</b>
4999 · Transfer from Fund Balance		667,678	
<b>Total Income</b>	<b>9,544,178</b>	<b>10,135,309</b>	<b>94%</b>
<b>Gross Profit</b>	<b>9,544,178</b>	<b>10,135,309</b>	<b>94%</b>
<b>Expense</b>			
6000 · Compensation			
6010 · Regular Pay	3,471,439	3,746,173	93%
6020 · Overtime	427,084	283,000	151%
6030 · FICA	294,625	308,218	96%
6040 · Health Insurance	677,167	673,452	101%
6050 · Pension	295,410	395,670	75%
6060 · Workers Comp	257,950	282,000	91%
<b>Total 6000 · Compensation</b>	<b>5,423,675</b>	<b>5,688,513</b>	<b>95%</b>
6100 · Other Employment			
6110 · Tuition Reimbursement	9,253	28,500	32%
6120 · Uniforms	71,736	52,000	138%
6130 · Recruitment	11,431	16,000	71%
6140 · Professional Development			
6145 · Council Business Development	12,340	15,000	82%
6140 · Professional Development - Other	38,452	32,000	120%
<b>Total 6140 · Professional Development</b>	<b>50,792</b>	<b>47,000</b>	<b>108%</b>
6150 · Payroll Service	5,500	6,000	92%
6160 · Employee Recognition	14,047	12,000	117%
6200 · Community			
6210 · Council Projects		2,500	
6220 · Community Initiatives			
6221 · Housing Assistance	967,056	971,267	100%
6222 · Business/Non-Profit Assistance	35,485	560,000	6%
6223 · Food Assistance	17,308	20,000	87%
6224 · Monitoring		50,000	
6220 · Community Initiatives - Other	46,919	40,000	117%
<b>Total 6220 · Community Initiatives</b>	<b>1,066,767</b>	<b>1,641,267</b>	<b>65%</b>
6225 · Community Grants			
6226 · Fire Department Donation	22,500	30,000	75%
6227 · Scholarships			
6225 · Community Grants - Other	2,000	12,000	17%
<b>Total 6225 · Community Grants</b>	<b>24,500</b>	<b>42,000</b>	<b>58%</b>
6230 · Community Events	76,389	59,000	129%
6235 · Senior Citizen Projects	7,500	7,500	100%
6240 · Memorials	782	2,000	39%
6255 · Town Meetings	4,687	5,000	94%
6260 · Transportation	42,634	43,000	99%
6270 · Historic Promotion		2,402	
6310 · Telephone	30,990	27,000	115%
6320 · Wireless Communications	42,015	54,640	77%
6330 · Communications Contracts	36,828	34,000	108%
6340 · Interoperability	1,149	2,000	57%

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Accrual Basis

**Town of Bladensburg**  
**Profit & Loss Budget Overview**  
 July 2022 through May 2023

	Jul '22 - May 23	Budget	% of Budget
6350 · Internet Access	8,542	7,000	122%
6360 · Data Fees	1,561	1,500	104%
6400 · Computer			
6420 · Computer Expense	26,520	21,800	122%
6440 · IT Support	30,406	30,000	101%
6460 · Software Contract	36,728	25,500	144%
6510 · Audit	12,000	12,000	100%
6520 · Bank Charges	3,599	5,000	72%
6530 · Bad Debts	13,242	6,000	221%
6540 · Insurance - Other			
6545 · Insurance - Auto	49,400	45,000	110%
6550 · Insurance - Liability	58,469	68,000	86%
6560 · Legal	17,562	25,000	70%
6570 · Equipment Lease	18,642	14,000	133%
6580 · Contractual Services	137,812	135,000	102%
6590 · Automated Traffic Enforcement	30,400	60,000	51%
6620 · Fuel	113,215	95,000	119%
6640 · Vehicle Repairs and Maintenance	55,068	55,000	100%
6650 · Vehicle Body Repairs	30,204	15,000	201%
6670 · Equipment Maintenance	5,724	8,000	72%
6680 · Weapon Repairs and Supplies	21,031	20,000	105%
6710 · Building Maintenance	30,905	50,000	62%
6720 · Grounds Maintenance	26,105	20,000	131%
6740 · Street Lights	53,061	50,000	106%
6750 · Sanitation Contract	277,333	200,000	139%
6760 · Landfill Fees	9,177	16,000	57%
6770 · Building Supplies	7,121	8,000	89%
6790 · Janitorial Services	26,583	30,000	89%
6810 · Advertising	16,470	25,000	66%
6820 · Website	2,700	4,000	68%
6825 · Membership	15,454	16,500	94%
6835 · Travel	6,036	11,500	52%
6850 · Office Supplies	20,336	23,000	88%
6855 · Postage	3,933	6,000	66%
6860 · Shop Supplies	2,425	3,000	81%
6865 · Supplies	28,798	4,000	720%
6880 · Election Costs	5,765	3,000	192%
6885 · Finger Printing	1,171	1,000	117%
6890 · Utilities	46,320	47,000	99%
6900 · Grants - Restricted			
6920 · Community Legacy	4,722	165,000	3%
6930 · CDBG			
6935 · Other Grants	7,549		100%
6900 · Grants - Restricted - Other			
<b>Total 6900 · Grants - Restricted</b>	<b>12,271</b>	<b>165,000</b>	<b>7%</b>
<b>Total Expense</b>	<b>8,182,763</b>	<b>9,104,122</b>	<b>90%</b>
<b>Net Ordinary Income</b>	<b>1,361,415</b>	<b>1,031,187</b>	<b>132%</b>
<b>Other Income/Expense</b>			
<b>Other Expense</b>			
6950 · Debt Service			
6960 · Debt Service - Interest	4,003		100%
6965 · Debt Service - Principle	81,559	87,000	94%
6950 · Debt Service - Other			
<b>Total 6950 · Debt Service</b>	<b>85,562</b>	<b>87,000</b>	<b>98%</b>
<b>6970 · Capital Outlay</b>			

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Accrual Basis

**Town of Bladensburg**  
**Profit & Loss Budget Overview**  
 July 2022 through May 2023

	<u>Jul '22 - May 23</u>	<u>Budget</u>	<u>% of Budget</u>
6972 · Long Term Capital Projects			
6975 · Capital Outlay - Seized Funds			
6979 · Highway User Projects	59,971	150,000	40%
6970 · Capital Outlay - Other	883,129	794,187	111%
<b>Total 6970 · Capital Outlay</b>	<u>943,100</u>	<u>944,187</u>	<u>100%</u>
<b>Total Other Expense</b>	<u>1,028,662</u>	<u>1,031,187</u>	<u>100%</u>
<b>Net Other Income</b>	<u>-1,028,662</u>	<u>-1,031,187</u>	<u>100%</u>
<b>Net Income</b>	<u><b>332,753</b></u>		<u><b>100%</b></u>