



Takoma Park City Council Meeting – May 9, 2018 Agenda Items 1, 2, 3

Voting Session

First Reading Adoption of the Proposed Budget for Fiscal Year 2019

Recommended Council Action

Approve the budget ordinances at First Reading

Context with Key Issues

The City's new fiscal year begins July 1, 2018. In accordance with Article VIII of the Charter of the City of Takoma Park, the City Manager prepared a proposed budget for consideration by the City Council. On April 4, 2018, the City Manager provided the City Council and the public with an overview of the recommended budget for Fiscal Year 2019. Public hearings were held on April 11 and April 25.

The proposed budget for Fiscal Year 2019 accounts for the City's financial activities in four major funds or fiscal entities. They are the General Fund, the Stormwater Management Fund, the Special Revenue Funds, and the Speed Camera Fund. The City Council held a series of budget work sessions to consider the various budget elements and to identify desired modifications. Decisions on the Council's reconciliation list items were made on May 2, 2018.

The total expenditures for the proposed budget are \$38,870,197 while total revenues are \$32,194,294.

The budget advances the following established priorities of the City Council:

- A Livable Community For All
- Fiscally Sustainable Government
- Environmentally Sustainable Community
- Engaged, Responsive & Service-oriented Government
- Community Development for an Improved and Equitable Quality of Life

With adoption of this budget, the City's real property tax rate will be set at 52.91 cents (per \$100 of assessed value), which is less than the Fiscal Year 2018 rate of 53.48 cents. The rate is above the constant yield tax rate of 50.75 cents as calculated by the Maryland Department of Assessments and Taxation. The adopted tax rate is higher than the Constant Yield Rate by 2.16 cents which will lead to the increase of tax revenue of \$516,520.

The amount of expected FY19 real property tax revenue is \$12,652,357. This amount is the same as the amount that would be generated by multiplying the assessable base of \$2,391,297,820 by the tax rate.

Changes made to the City Manager's proposed budget by the Council are:

- A reduction of 1.59 cent in the proposed real property tax rate, taking the rate to 52.91 cents (per \$100 of assessed value)
- A removal of the City Council Intern position
- A reduction in the amount of additional contribution to the Police Pension Fund
- An elimination of one proposed Police Officer position
- A reduction of funds due to the correction to the Housing and Community Development personnel budget
- An elimination of a proposed Economic Specialist position
- A reduction of funds for Community Grants
- A reduction of funds for General Contingency due to decreased revenue
- An increase in funding for the Flower Avenue project due to the higher than estimated bid amount
- A reduction in funds for ADA sidewalk improvements on City streets
- A reduction in funds for Public Arts

Attached are the three budget ordinances for consideration at First Reading; final adoption will occur when the ordinances are adopted at Second Reading on May 16, 2018.

The budget ordinances are:

- Ordinance Adopting the FY 2019 Tax Rates
- Ordinance Adopting the FY 2019 Stormwater Management Budget
- Ordinance Adopting the FY 2019 Budget

Council Priority

- A Livable Community For All
- Fiscally Sustainable Government
- Environmentally Sustainable Community
- Engaged, Responsive & Service-oriented Government
- Community Development for an Improved and Equitable Quality of Life

Environmental Impact of Action

The proposed budget includes substantial continued investment in improving the environment, including, but not limited to: \$897,706 for stormwater system improvements, continued movement towards replacement of street lights with LED fixtures, \$1.4 million library renovation and expansion meeting green standards, and the completion of the \$1.2 million Ethan Allen Gateway and \$5.4 million Flower Avenue Green Street projects that both advance environmental sustainability.

Fiscal Impact of Action

Combined revenues for all funds for Fiscal Year 2018 are projected to be \$32,194,294.

- General Fund revenues total \$24,936,500.
- Stormwater Management Fund revenues total \$881,750.
- Special Revenue Fund revenues total \$5,059,444.
- Speed Camera Fund revenues total \$1,316,600.

The budget provides for total expenditures (all funds) of \$38,870,197.

- General Fund expenditures total \$31,522,928.
- Stormwater Management Fund expenditures total \$897,706.
- Special Revenue Fund expenditures total \$5,095,044.
- Speed Camera Fund expenditures total \$1,359,519.

The contribution to the Equipment Replacement Reserve will be \$700,000, the contribution to the Housing Reserve will be \$200,000 and the contribution to the Facility Maintenance Reserve will be \$200,000. Fund balance (all funds) will decrease by \$6,675,903. The total Capital Improvement Program (CIP) budget is \$11,943,078.

Racial Equity Impact of Action

Major proposed expenditures help address racial equity in Takoma Park. Renovation and expansion of the Library will allow for increased access to books, resources and programming for Ward 4 (85.1% people of color, per the 2010 Census) and other residents, particularly recent immigrants, young adults, and people of color. The Flower Avenue Green Street in Ward 5 (72.4% people of color) and the Ethan Allen Gateway project in Ward 6 (81.5% people of color) will improve pedestrian safety, appearance, and transportation options for the nearby residents. The Outreach division of the Recreation Department will help focus services on young people, particularly young people of color. The sustainability program's emphasis on energy efficiency for multifamily and business properties may have a positive impact on racial equity by increasing the affordability of housing and of operating small businesses.

Attachments and Links

- Ordinance Adopting the FY 2019 Tax Rates
- Ordinance Adopting the FY 2019 Stormwater Management Budget
- Ordinance Adopting the FY 2019 Budget
- Attachments, including lists of changes from the proposed budget and the resulting modified fund summaries
- The FY 2019 Proposed Budget is posted on the City's Website at:
<https://takomaparkmd.gov/government/finance/budgets-and-financial-documents/>.

Introduced by:

First Reading:

Second Reading:

**CITY OF TAKOMA PARK, MARYLAND
ORDINANCE NO. 2018-**

**AN ORDINANCE ESTABLISHING THE TAX RATES FOR FISCAL YEAR 2019, BEGINNING
JULY 1, 2018 AND ENDING JUNE 30, 2019**

WHEREAS, in accordance with Section 6-303 of the Tax Property Article of the Annotated Code of Maryland, the City Council is charged with the establishment of a municipal corporation tax rate on or before the first day of July of each year; and,

WHEREAS, a public hearing must be held prior to the establishment of said tax rate if the rate will exceed the constant yield tax rate as calculated by the Maryland Department of Assessments and Taxation; and,

WHEREAS, the proposed tax rate for Fiscal Year 2019 will exceed the constant yield tax rate of \$0.5075, and,

WHEREAS, public budget hearings were held on April 11, 2018 and April 25, 2018.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF TAKOMA PARK, MARYLAND:

SECTION 1. Section 7.16.020 of Chapter 7.16, "Real and Personal Property", of the City of Takoma Park Code is amended to read as follows:

"Section 7.16.020. Annual tax levy on real and personal property.

Effective July 1, 2018 all real and personal property which is subject to taxation by the City shall be subject to a tax on the assessed value of such real and personal property as such value is determined by the State Department of Assessments and Taxation, at the rate of:

Real Property	\$0.5291 per \$100 of assessed valuation
Personal Property	\$1.55 per \$100 of assessed valuation
Railroad and Public Utilities	\$1.57 per \$100 of assessed valuation"

SECTION 2. This Ordinance shall be effective July 1, 2018.

Adopted this ____ day of May, 2018, by roll-call vote as follows:

AYES:

NAYS:

ABSTAIN:

ABSENT:

Introduced by: Councilmember

First Reading:
Second Reading:

**CITY OF TAKOMA PARK, MARYLAND
ORDINANCE NO. 2018-**

**AN ORDINANCE APPROVING AND ADOPTING THE STORMWATER MANAGEMENT
BUDGET FOR FISCAL YEAR 2019, BEGINNING JULY 1, 2018
AND ENDING JUNE 30, 2019**

WHEREAS, Section 1101 of the Charter of the City of Takoma Park designates the City Council as the Stormwater Management Board for Takoma Park with all of the powers associated therewith; and,

WHEREAS, Section 21-625 of the Local Government Article of the Annotated Code of Maryland authorizes the adoption of a stormwater management utility fee system or user charges for stormwater management programs by the City; and

WHEREAS, Section 1106 of the Charter of the City of Takoma Park empowers the Stormwater Management Board to charge and to collect stormwater utility fees and user charges to pay for stormwater management activities in the City; and,

WHEREAS, the Stormwater Management Board desires to maintain a Stormwater Management Fund for the collection and payment of revenues and expenditures as it deems necessary to provide for the construction, maintenance, operations, and repair of the stormwater management system in the City.

NOW, THEREFORE, BE IT ORDAINED BY THE STORMWATER MANAGEMENT BOARD OF THE CITY OF TAKOMA PARK, MARYLAND:

SECTION 1. For Fiscal Year 2019, a Stormwater Management fee shall be imposed on real property in the City in an amount sufficient to fund the Stormwater Management expenditures established by this Ordinance. The base rate for the Stormwater Management fee shall be \$92.00.

SECTION 2. A Stormwater Management Fund shall be maintained into which shall be deposited:

- a) All the receipts and revenues from user charges and utility fees imposed by the City to pay for stormwater management
- b) All charges, fees, fees-in-lieu, grants, and other contributions received from any person or governmental entity in connection with stormwater management activities or programs.

SECTION 3. The budget adopted hereto and by reference made a part hereof is hereby adopted for the fiscal year beginning July 1, 2018 and ending June 30, 2019. Said budget provides for an appropriation in the amount of \$897,706 for stormwater management activities.

SECTION 4. Use of fund balance amount of \$15,956 authorized to supplement other revenues and financing sources.

SECTION 5. Stormwater management projects that are declared to be of an emergency nature as defined by the City Council in accordance with the Charter of the City of Takoma Park may be funded through the Emergency Reserve or other monies as designated by the City Council.

SECTION 6. Should any section of this Ordinance be determined to be invalid, such invalidity shall not affect any other sections.

SECTION 7. This Ordinance shall be effective July 1, 2018.

Adopted by roll-call vote this ____ day of May, 2018 as follows:

AYES:

NAYS:

ABSENT:

ABSTAIN:

Introduced by: Councilmember

First Reading:
Second Reading:

**CITY OF TAKOMA PARK, MARYLAND
ORDINANCE NO. 2018-**

**AN ORDINANCE APPROVING AND ADOPTING THE BUDGET FOR FISCAL YEAR 2019,
BEGINNING JULY 1, 2018 AND ENDING JUNE 30, 2019**

WHEREAS, in accordance with Article VIII of the Charter of the City of Takoma Park, the City Manager submitted a recommended budget for Fiscal Year 2019 to the City Council for its review and consideration; and,

WHEREAS, the Charter of the City of Takoma Park requires the conduct of at least one public hearing prior to adoption of the budget; and,

WHEREAS, the City Council held said hearing and received public comment on the City Manager’s recommended budget on April 11, 2018; and,

WHEREAS, in the interest of obtaining additional public comment following its deliberations on the City Manager’s recommended budget, the City Council held a second public hearing on April 25, 2018; and,

WHEREAS, after considering the recommended budget submitted by the City Manager and the comments made at the aforementioned public hearing, the City Council has determined its priorities relative to the delivery of municipal services for Fiscal Year 2019; and,

WHEREAS, it is the policy of the City Council to set the level of the General Fund Unassigned Fund reserve at 17% of the General Fund revenue, which would be equivalent to \$4.2 million; and,

WHEREAS, in the FY 2019 budget, the General Fund unassigned reserve is projected to be \$2.6 million; however that level is determined to be acceptable due to the inclusion in the budget of the restricted bond reserve of \$5.6 million.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF TAKOMA PARK, MARYLAND:

SECTION 1. The budget adopted hereto and by reference made a part hereof is hereby adopted for the year commencing on July 1, 2018 and ending June 30, 2019.

SECTION 2. The following amounts are hereby appropriated by fund:

Fund	Fiscal Year 2019 Appropriation
General Fund	\$ 31,522,928
Special Revenue Funds	5,095,044
Speed Camera Fund	1,354,519
GRAND TOTAL	\$ 37,972,491

SECTION 3. Use of the following fund balance amount is hereby authorized to supplement other fund revenues and financing sources:

Fund	Fiscal Year 2019 Appropriation
Special Revenue Fund	\$35,600
Speed Camera Fund	\$37,919
General Fund	\$6,586,428

SECTION 4. In accordance with Section 803 of the Charter of the City of Takoma Park, a general contingency account in the amount of \$124,682 has been included in the Non-Departmental budget unit of the General Fund.

SECTION 5. A five-year Capital Improvement Program for Fiscal Year 2019 through Fiscal Year 2023 has been developed as part of the budget and is attached hereto and incorporated herein by reference.

SECTION 6. The City Council hereby authorizes the transfer of \$700,000 from the General Fund unreserved fund balance to the Equipment Replacement Reserve.

SECTION 7. The City Council hereby authorizes the transfer of \$200,000 from the General Fund unreserved fund balance to the Housing Reserve.

SECTION 8. The City Council hereby authorizes the transfer of \$200,000 from the General Fund unreserved fund balance to the Facility Maintenance Reserve.

SECTION 9. It is hereby acknowledged that the City Council, in its capacity as the Stormwater Management Board, approved a Stormwater Management Fund budget for Fiscal Year 2019 by Ordinance No. 2018-__.

SECTION 10. Should any section of this Ordinance be determined to be invalid, such invalidity shall not affect any other sections.

SECTION 11. This Ordinance shall be effective July 1, 2018.

Adopted this ____ day of May, 2018 by roll-call vote as follows:

- AYES:
- NAYS:
- ABSTAIN:
- ABSENT:

Changes from the Proposed to the Adopted FY19 Budget General Fund

Proposed Revenue Total - City Manager's Proposed Budget	25,316,715
Taxes	
Decrease: Real Property Taxes	(380,215)
Adopted Revenue Total	24,936,500
Proposed Expenditure Total - City Manager's Proposed Budget	31,900,001
General Government	
Decrease: City Council Intern Position	(17,500)
Police	
Decrease: Extra Police Pension Contribution	(45,000)
Decrease: Police Officer Position	(38,465)
Housing & Community	
Decrease: Correction to Planning Personnel Budget	(85,000)
Decrease: Economic Development Specialist Position	(49,206)
Non-Departmental	
Decrease: Community Grants Program	(40,000)
Decrease: General Contingency (due to decrease in revenue)	(1,902)
Capital Improvement Program	
Increase: Flower Avenue bid	230,000
Decrease: Sidewalks (ADA on City Street)	(300,000)
Decrease: Public Arts	(30,000)
Adopted Expenditure Total	31,522,928

Changes from the Proposed to the Adopted FY19 Budget Speed Camera Fund

Proposed Expenditure Total - City Manager's Proposed Budget	1,359,519
Decrease: Police Pension Extra Funding	(5,000)
Adopted Expenditure Total	1,354,519

Combined Statement of Revenues, Expenditures, and Changes in Fund Balance - All Governmental Funds For the Fiscal Year Beginning July 1, 2018

	<u>General Fund</u>	<u>Stormwater Management Fund</u>	<u>Special Revenue Funds</u>	<u>Speed Camera Fund</u>	<u>Total</u>
FY 2018 Revenues	24,936,500	881,750	5,059,444	1,316,600	32,194,294
FY 2018 Expenditures	31,522,928	897,706	5,095,044	1,354,519	38,870,197
Excess (deficiency) of revenues over expenditures	(6,586,428)	(15,956)	(35,600)	(37,919)	(6,675,903)
Other Financing Sources (Uses)					
Bond proceeds	-	-	-	-	-
Operating transfers in (out)	-	-	-	-	-
Total Other Financing Sources (Uses)	-	-	-	-	-
Excess (deficiency) of revenues and other financing sources over expenditures and other financing uses	(6,586,428)	(15,956)	(35,600)	(37,919)	(6,675,903)
Fund Balance					
Beginning of year	20,029,312	133,616	3,350,118	818,683	24,331,729
End of year	13,442,884	117,660	3,314,518	780,764	17,655,826

General Fund Summary

	<u>Audited</u> <u>FY15</u>	<u>Audited</u> <u>FY16</u>	<u>Audited</u> <u>FY17</u>	<u>Adopted</u> <u>FY18</u>	<u>Estimated</u> <u>FY18</u>	<u>Adopted</u> <u>FY19</u>
<u>REVENUES</u>						
Taxes and utility fees	14,768,704	16,142,419	16,357,517	16,583,066	16,545,300	17,204,857
Licenses and permits	76,103	87,315	69,718	76,704	105,208	73,604
Fines and forfeitures	310,977	482,986	372,451	405,000	270,000	310,000
Use of money and property	29,729	53,214	24,935	17,000	75,000	75,000
Charges for service	1,165,614	1,141,780	1,197,123	1,141,450	1,245,293	1,120,797
Intergovernmental	6,089,786	5,818,760	6,084,854	6,149,780	6,121,306	6,076,742
Miscellaneous	149,142	215,008	106,844	77,000	74,500	75,500
Total Revenues	22,590,055	23,941,482	24,213,442	24,450,000	24,436,607	24,936,500
<u>EXPENDITURES</u>						
General Government	2,841,800	3,053,281	2,873,202	3,323,064	3,100,975	3,319,964
Police	6,717,977	7,246,838	7,552,140	7,916,935	7,698,646	8,469,949
Public Works	4,219,023	4,618,791	4,580,093	5,076,406	4,750,864	5,177,819
Recreation	1,507,045	1,582,574	1,723,755	1,938,837	1,854,783	1,988,550
Housing and Community Development	1,566,810	1,517,686	1,257,609	1,709,675	1,623,420	1,757,002
Communications	468,120	500,162	489,911	591,785	519,839	565,800
Library	1,129,615	1,181,498	1,217,409	1,349,860	1,279,381	1,372,720
Non-Departmental	1,026,403	1,120,833	1,168,118	1,764,030	1,351,747	1,642,582
Capital Outlay	2,674,039	1,783,457	2,065,455	4,845,708	3,499,208	6,308,627
Debt Service	384,948	1,902,426	359,898	910,160	825,660	919,915
Total Expenditures	22,535,780	24,507,546	23,287,590	29,426,460	26,504,523	31,522,928
Excess (deficiency) of revenues over expenditures	54,275	(566,064)	925,852	(4,976,460)	(2,067,916)	(6,586,428)
<u>OTHER FINANCING SOURCES (USES)</u>						
Bond proceeds	-	1,579,730	-	9,000,000	9,000,000	-
Capital lease	-	-	-	-	-	-
Sale of property	-	-	-	-	-	-
Operating transfers in (out)	(13,014)	(27,108)	(80,035)	(450)	(450)	-
Total Other Financing Sources (Uses)	(13,014)	1,552,622	(80,035)	8,999,550	8,999,550	-
Excess (deficiency) of revenues and other financing sources over expenditures and other financing uses	41,261	986,558	845,817	4,023,090	6,931,634	(6,586,428)
<u>FUND BALANCE</u>						
Beginning of year	11,224,042	11,265,303	12,251,861	13,097,678	13,097,678	20,029,312
End of year	11,265,303	12,251,861	13,097,678	17,120,768	20,029,312	13,442,884

General Fund Fund Balance Projection Detail

	<u>As Of</u> <u>June 30, 2017</u>	<u>Additions</u>	<u>Deletions</u>	<u>As Of</u> <u>June 30, 2018</u>	<u>Additions</u>	<u>Deletions</u>	<u>As Of</u> <u>June 30, 2019</u>
Emergency Reserve	464,807			464,807			464,807
Equipment Replacement Reserve	3,957,813	720,000	635,218	4,042,595	700,000	1,023,704	3,718,891
WSSC Contribution for Future Street Work	96,567			96,567			96,567
Facility Maintenance Reserve	461,524	250,000	167,500	544,024	200,000	426,000	318,024
NonSpendable-Prepaid, Deposits, Inventory	12,093	8,000	6,700	13,393	5,000	7,000	11,393
Housing Reserve	400,830	300,000	10,000	690,830	200,000	300,000	590,830
Bond Reserve (Restricted)		9,000,000	562,412	8,437,588		2,812,588	5,625,000
Total Reserved/NonSpendable Fund Balance	5,393,634	10,278,000	1,381,830	14,289,804	1,105,000	4,569,292	10,825,512
Total Unassigned Fund Balance	7,704,044		1,964,536	5,739,508		3,122,136	2,617,372
Total Fund Balance	13,097,678			20,029,312			13,442,884

General Fund Revenues

<u>REVENUES BY SOURCE</u>	<u>Audited FY15</u>	<u>Audited FY16</u>	<u>Audited FY17</u>	<u>Adopted FY18</u>	<u>Estimated FY18</u>	<u>Adopted FY19</u>
Taxes and Utility Fees						
Real Property	11,016,039	11,516,876	11,998,604	12,013,248	12,114,000	12,652,357
Personal Property	339,906	375,018	410,678	375,000	420,000	420,000
RR and Public Utilities	205,203	220,552	221,706	235,500	235,000	240,000
Penalties and Interest	48,066	64,336	122,844	100,000	30,000	40,000
Admission and Amusement	122,970	134,062	136,238	134,000	134,000	134,000
Additions and Abatements	(64,967)	(8,713)	(49,620)	(35,000)	(48,000)	(48,000)
Highway	303,608	346,015	345,873	360,318	360,300	366,500
Income Tax	2,797,878	3,494,273	3,171,194	3,400,000	3,300,000	3,400,000
Total--Taxes and Utility Fees	14,768,704	16,142,419	16,357,517	16,583,066	16,545,300	17,204,857
Licenses and Permits	76,103	87,315	69,718	76,704	105,208	73,604
Fines and Forfeitures	310,977	482,986	372,451	405,000	270,000	310,000
Use of Money and Property	29,729	53,214	24,935	17,000	75,000	75,000
Charges for Services						
Inspection Fees	322,448	318,668	325,162	338,600	338,600	333,595
Public Parking Facilities	94,197	104,123	101,616	95,000	95,000	95,000
Waste Collection & Disposal Charges	72,192	69,011	61,827	71,000	71,000	69,000
Recreation Programs and Services	523,822	495,384	558,363	497,600	622,056	504,400
Library Fines and Fees	33,782	26,121	23,869	33,000	16,900	17,000
Passport Services	74,220	81,613	80,670	60,000	56,000	56,000
Copying	29	-	-	-	-	-
Telephone Commissions	10	-	26	30	17	30
Special Trash Pickup	7,945	8,435	9,425	8,500	8,500	8,500
Recyclable Sales	1,031	238	532	1,000	500	500
Mulch Sales	22,925	22,755	20,566	22,000	22,000	22,000
Advertising--Bus Shelters	7,504	9,873	9,347	9,000	9,000	9,000
Farmer's Market	5,508	5,559	5,720	5,720	5,720	5,772
Total--Charges for Services	1,165,614	1,141,780	1,197,123	1,141,450	1,245,293	1,120,797
Intergovernmental Revenues						
Police Protection (State)	433,382	401,570	451,694	437,300	434,000	415,436
State & County Projects	191,616	181,797	46,059	91,743	90,000	90,000
Bank Share Tax	5,643	5,643	5,643	5,643	5,643	5,643
Montgomery County	5,000	-	-	-	-	-
Library Aid	145,801	154,498	166,169	154,043	155,000	164,000
Police Rebate	920,996	930,658	945,118	1,039,388	1,015,000	1,028,000
In Lieu of Police	2,515,147	2,515,147	2,515,147	2,515,147	2,515,147	2,515,147
In Lieu of Roads Maintenance	743,199	743,199	743,199	743,199	743,199	743,199
In Lieu of Parks Maintenance	72,913	72,913	72,913	72,913	72,913	72,913
In Lieu of Crossing Guard	182,384	182,384	182,384	182,384	182,384	182,384
Takoma/Langley Rec. Agreement	87,650	85,020	87,650	85,020	85,020	85,020
Hotel Motel Tax	110,893	118,598	133,500	115,000	115,000	118,000
Cable Franchise Fees	250,223	250,290	258,639	246,000	246,000	228,000
Cable--Operating	424,939	177,043	476,739	462,000	462,000	429,000
Chesapeake Bay Trust Grant	-	-	-	-	-	-
Total--Intergovernmental Revenues	6,089,786	5,818,760	6,084,854	6,149,780	6,121,306	6,076,742

General Fund Revenues

(continued)

<u>REVENUES BY SOURCE</u>	<u>Audited FY15</u>	<u>Audited FY16</u>	<u>Audited FY17</u>	<u>Adopted FY18</u>	<u>Estimated FY18</u>	<u>Adopted FY19</u>
Miscellaneous						
Tree Fund	25,000	25,000	25,000	25,000	25,000	25,000
Sales of Impounded Property	412	615	1,200	1,000	1,000	1,000
Other Miscellaneous	28,703	112,852	30,666	30,000	30,000	30,000
Insurance Claims	13,628	40,037	(1,027)	-	500	500
Administrative Fees--Parking	5,910	7,980	5,663	6,000	5,000	6,000
Federal Grant	2,650	4,278	-	-	-	-
Sale of City Property	3,415	22,196	30,082	12,000	12,000	12,000
Donations	69,425	2,050	15,260	3,000	1,000	1,000
Total--Miscellaneous	149,142	215,008	106,844	77,000	74,500	75,500
Total General Fund Revenues	22,590,055	23,941,482	24,213,442	24,450,000	24,436,607	24,936,500

Stormwater Management Fund Summary

	<u>Audited FY15</u>	<u>Audited FY16</u>	<u>Audited FY17</u>	<u>Adopted FY18</u>	<u>Estimated FY18</u>	<u>Adopted FY19</u>
<u>REVENUES</u>						
Taxes and utility fees	-	-	-	-	-	-
Licenses and permits	2,800	6,179	725	1,000	3,000	3,000
Fines and forfeitures	-	-	-	-	-	-
Use of money and property	-	-	-	-	-	-
Charges for service	418,663	410,472	418,071	695,200	705,000	700,000
Intergovernmental	-	-	-	113,750	-	168,750
Miscellaneous	4,991	4,962	21,421	5,000	14,283	10,000
Total Revenues	426,454	421,613	440,217	814,950	722,283	881,750
<u>EXPENDITURES</u>						
Public Works	331,035	351,623	348,689	569,050	483,100	486,500
Capital outlay	126,841	152,397	73,622	296,600	296,600	411,206
Total Expenditures	457,876	504,020	422,311	865,650	779,700	897,706
Excess (deficiency) of revenues over expenditures	(31,422)	(82,407)	17,906	(50,700)	(57,417)	(15,956)
<u>OTHER FINANCING SOURCES (USES)</u>						
Loan proceeds	-	-	-	-	-	-
Operating transfers in (out)	-	-	-	-	-	-
Total Other Financing Sources (Uses)	-	-	-	-	-	-
Excess (deficiency) of revenues and other financing sources over expenditures and other financing uses	(31,422)	(82,407)	17,906	(50,700)	(57,417)	(15,956)
<u>FUND BALANCE</u>						
Beginning of year	286,956	255,534	173,127	191,033	191,033	133,616
End of year	255,534	173,127	191,033	140,333	133,616	117,660

Note: The \$286,929 increase in the Charge for Service revenue from the FY17 Audited to Projected FY18 is due to the increase of the base Stormwater fee from \$55 to \$92 adopted in FY18 Budget.

Special Revenue Funds Summary

	Audited <u>FY15</u>	Audited <u>FY16</u>	Audited <u>FY17</u>	Adopted <u>FY18</u>	Estimated <u>FY18</u>	Adopted <u>FY19</u>
<u>REVENUES</u>						
Taxes and utility fees	-	-	-	-	-	-
Licenses and permits	-	-	-	-	-	-
Fines and forfeitures	-	-	-	-	-	-
Use of money and property	-	-	-	-	-	-
Charges for service	-	-	-	-	-	-
Intergovernmental	1,469,501	1,224,944	769,233	2,235,907	2,265,521	5,014,444
Miscellaneous	38,613	37,750	35,626	44,374	43,720	45,000
Total Revenues	1,508,114	1,262,694	804,859	2,280,281	2,309,241	5,059,444
<u>EXPENDITURES</u>						
General Government	15,350	248,301	198,754	450	450	37,600
Police	1,842	18,096	-	-	-	-
Public Works	60,891	186,207	55,625	166,129	41,128	25,000
Housing and Community Development	285,057	212,417	82,169	200,574	130,840	45,000
Recreation	-	6,750	146	5,300	-	-
Capital outlay	1,303,363	107,469	518,884	1,976,870	2,181,700	4,987,444
Total Expenditures	1,666,503	779,240	855,578	2,349,323	2,354,118	5,095,044
Excess (deficiency) of revenues over expenditures	(158,389)	483,454	(50,719)	(69,042)	(44,877)	(35,600)
<u>OTHER FINANCING SOURCES (USES)</u>						
Operating transfers in (out)	13,014	27,108	80,035	450	450	-
Total Other Financing Sources (Uses)	13,014	27,108	80,035	450	450	-
Excess (deficiency) of revenues and other financing sources over expenditures and other financing uses	(145,375)	510,562	29,316	(68,592)	(44,427)	(35,600)
<u>FUND BALANCE</u>						
Beginning of year	3,000,042	2,854,667	3,365,229	3,394,545	3,394,545	3,350,118
End of year	2,854,667	3,365,229	3,394,545	3,325,953	3,350,118	3,314,518

Note: At June 30, 2019 ending fund reserve restricted for cable equipment purchases is \$3,286,825 and other Capital Improvement Project is \$27,693.

Speed Camera Fund Summary

	<u>Audited FY15</u>	<u>Audited FY16</u>	<u>Audited FY17</u>	<u>Adopted FY18</u>	<u>Estimated FY18</u>	<u>Adopted FY19</u>
<u>REVENUES</u>						
Taxes and utility fees	-	-	-	-	-	-
Licenses and permits	-	-	-	-	-	-
Fines and forfeitures	1,747,787	1,561,395	1,463,521	1,300,000	1,250,000	1,300,000
Use of money and property	1,172	5,052	12,992	12,000	16,600	16,600
Charges for service	-	-	-	-	-	-
Intergovernmental	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-
Total Revenues	1,748,959	1,566,447	1,476,513	1,312,000	1,266,600	1,316,600
<u>EXPENDITURES</u>						
Police	1,229,960	1,146,461	1,122,286	1,243,760	1,087,572	1,118,718
Capital Outlay	71,056	667,575	-	114,900	114,900	235,801
Total Expenditures	1,301,016	1,814,036	1,122,286	1,358,660	1,202,472	1,354,519
Excess (deficiency) of revenues over expenditures	447,943	(247,589)	354,227	(46,660)	64,128	(37,919)
<u>OTHER FINANCING SOURCES (USES)</u>						
Bond proceeds	-	-	-	-	-	-
Operating transfers in (out)	-	-	-	-	-	-
Total Other Financing Sources (Uses)	-	-	-	-	-	-
Excess (deficiency) of revenues and other financing sources over expenditures and other financing uses	447,943	(247,589)	354,227	(46,660)	64,128	(37,919)
<u>FUND BALANCE</u>						
Beginning of year	199,974	647,917	400,328	754,555	754,555	818,683
End of year	647,917	400,328	754,555	707,895	818,683	780,764

Fund Balance is restricted for Public Safety Purposes, including Police Equipment in the the Capital Improvement Plan designated as funded by the Speed Camera Fund.

CAPITAL IMPROVEMENT PROGRAM - FISCAL YEARS 2019 - 2023

EQUIPMENT		Priority	FY19	FY 20	FY 21	FY 22	FY 23
Police - Vehicles							
Police Cars	ERR	I	\$ 152,020	\$ 179,390	\$ 155,203	\$ 302,496	\$ 321,290
Police - Equipment							
Camera Trailer	SCF	III	\$ 33,000				
Field Radio Equipment	SCF	III	\$ 59,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
Mobile Computers	SCF	III	\$ 15,000	\$ 15,000	\$ 15,000	\$ 18,000	\$ 18,000
In-car Camera Systems Replacement	SCF	III	\$ 84,000				
Refit of Property Room Storage Systems	SCF	IV	\$ 44,801				
Body Camera & Taser Replacement	ERR	II			\$ 34,778		
Public Works - Vehicle							
Recycling Truck (#261)	ERR	II	\$ 249,663				
Trash Truck (#222)	ERR	II	\$ 247,582				
Dump Truck (#259)	ERR	II		\$ 80,000			
Pick Up Truck (#223)	ERR	III		\$ 35,100			
Pick Up Truck (#241)	ERR	III		\$ 32,000			
Admin Vehicle (#262)	ERR	III			\$ 32,591		
Pick Up Truck (#244)	ERR	III			\$ 33,525		
Street Sweeper	SW	III				\$ 263,766	
Pick Up Truck (#260)	ERR	III				\$ 45,489	
Public Works - Equipment							
Leaf Box (1 of 7)	ERR	III	\$ 5,376	\$ 5,376	\$ 5,376	\$ 5,376	
Crackfilling Machine	ERR	III		\$ 45,000			
Leaf Collection Vacuums	ERR	III		\$ 30,000	\$ 30,000	\$ 30,000	
Mechanic Tool Box 1 & 2	ERR	III		\$ 6,600			
Miller Mig Welder	ERR	III		\$ 9,772			
Replace Riding Mower	ERR	III		\$ 13,200			
Skidsteer	ERR	III		\$ 29,000			
Truck Tire Changer	ERR	III			\$ 17,326		
Loader	ERR	III				\$ 200,038	
Roll-Off Trailer	ERR	III				\$ 83,373	
Vehicle Lift 2	ERR	III				\$ 11,000	
Aerial Lift	ERR	III					\$ 48,439
Hook Lift Trailer	ERR	III					\$ 85,861
Transmission Fuel Exchanger	ERR	III					\$ 6,706
Vehicle Lift 1	ERR	III					\$ 14,065

CAPITAL IMPROVEMENT PROGRAM - FISCAL YEARS 2019 - 2023

EQUIPMENT	Priority	FY19	FY 20	FY 21	FY 22	FY 23
Recreation - Vehicle						
Recreation Bus Large(#242)	ERR	II		\$ 78,136		
Recreation Bus (SAB)(#268)	ERR	II			\$ 62,733	
Recreation - Equipment						
Treadmills	ERR	III	\$ 6,330		\$ 6,100	
Active Arcade Game - Game Room	ERR	IV			\$ 15,000	
Departmental - Vehicles						
Admin Pool Car (#243)	ERR	III		\$ 31,253		
SUBTOTAL - EQUIPMENT			\$ 896,772	\$ 614,827	\$ 354,899	\$ 1,062,271
INFORMATION & COMMUNICATION TECHNOLOGY						
INFORMATION & COMMUNICATION TECHNOLOGY	Priority	FY19	FY 20	FY 21	FY 22	FY 23
Information Technology						
Closed Circuit TV & Video Surveillance FOR Community Center	ERR	II	\$ 40,000			\$ 45,212
Microsoft Office 2016 Licenses	GF	I	\$ 30,000			
Next Generation Firewall	GF	I	\$ 85,000			
Surveillance for PW/REC/Heffner	GF	II	\$ 23,000			\$ 40,575
Upgrade Network Switches	ERR	I	\$ 75,000		\$ 28,550	
Millennium Door Security & ID Software	ERR	II				\$ 34,778
Servers A & B	ERR	II				\$ 74,194
Public Works						
Fuel Dispensing Software & Equipment	ERR	III		\$ 35,000		
Recreation						
Rec Programming Software - ActiveNetwork	ERR	II		\$ 51,069		
Administration/Communications (City TV)						
Auditorium Digital Video & Touch Panel System	SRF	I	\$ 200,000			
Auditorium Camera System	SRF	III		\$ 120,000		
Council Dais	SRF	I		\$ 25,000		
CableTV 13 Editing & Playback Servers	SRF	III		\$ 50,000		
Media Lab Equipment	SRF	III			\$ 52,167	
Library						
Userful Hardware, Software, & Support	ERR	I			\$ 45,600	
SUBTOTAL - TECHNOLOGY			\$ 453,000	\$ 281,069	\$ 126,317	\$ 194,759

CAPITAL IMPROVEMENT PROGRAM - FISCAL YEARS 2019 - 2023

STREETS AND SIDEWALKS	Priority	FY19	FY20	FY21	FY22	FY23
ADA Sidewalk Retrofit - Total FY19 Cost \$400,000						
City Sidewalks	GF	II	\$ 109,000			
CDBG	SRF	II	\$ 91,000			
SHA Sidewalks	GF	II	\$ 200,000	\$ 500,000	\$ 500,000	\$ 500,000
Bike Improvements	GF	III	\$ 10,000	\$ 10,000	\$ 15,000	\$ 15,000
Bus Shelter Improvements	GF	III	\$ 15,000	\$ 15,000	\$ 20,000	\$ 20,000
Ethan Allen Gateway Streetscape - Total FY19 Cost \$1,256,162						
City Fund	Bond	II	\$ 562,412			
MD Bikeway	SRF	II	\$ 66,000			
TAP	SRF	II	\$ 627,750			
Flower Avenue Green Street Project - Total FY19 Cost \$5,250,205						
City Fund	Bond	II	\$ 875,176			
City Match	GF	II	\$ 583,742			
Montgomery County	SRF	II	\$ 200,000			
National Fish & Wildlife Federation Grant	SW	II	\$ 168,750			
SHA	GF	II	\$ 28,593			
TAP	SRF	II	\$ 1,040,331			
WSSC	SRF	II	\$ 2,522,363			
Neighborhood Commercial Center Improvements	GF	III		\$ 100,000		\$ 150,000
New Hampshire Ave Bikeway Design - Total Project \$600,000						
City Fund	GF	I	\$ 60,000	\$ 60,000		
Grant	SRF	I	\$ 240,000	\$ 240,000		
New Sidewalk Design/Construction & Traffic Calming	GF	II	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000
Public Art	GF	IV	\$ 30,000	\$ 45,000	\$ 50,000	\$ 55,000
Street Light Upgrade	GF	III	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
Street Rehabilitation	GF	II	\$ 300,000	\$ 500,000	\$ 500,000	\$ 500,000
Takoma Junction Area Improvements - Total Project \$1,650,000						
City Fund	GF	III		\$ 350,000	\$ 450,000	\$ 450,000
Grant	SRF	III		\$ 200,000	\$ 200,000	
Open Space Management Plan Implementation	GF	IV	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
SUBTOTAL - STREETS			\$ 8,275,117	\$ 2,565,000	\$ 2,280,000	\$ 2,230,000
						\$ 1,135,000

CAPITAL IMPROVEMENT PROGRAM - FISCAL YEARS 2019 - 2023

PARKS		Priority	FY19	FY20	FY21	FY22	FY23
Spring Park Improvements - Basketball Court	GF	III	\$ 27,000				
SUBTOTAL - PARKS			\$ 27,000	\$ -	\$ -	\$ -	\$ -
FACILITIES		Priority	FY19	FY20	FY21	FY22	FY23
Community Center							
Atrium Floor Construction	FMR	I	\$ 325,000				
Chiller Water Pump	ERR	III	\$ 6,000				
HVAC Control System	ERR	III	\$ 25,000				
HCD Office Renovation	FMR	IV	\$ 10,000				
Install Duct Heater in Auditorium	FMR	IV	\$ 10,000				
Replace Carpet - Third Floor & Hydrangea Room	FMR	III	\$ 15,000				
Replace Council Conference Room Floor	FMR	III	\$ 8,000				
Replace Windows - Teen Room & Dance Room	FMR	III	\$ 20,000				
Pedestrian Bridge Refurbishment	FMR	II	\$ 30,000				
Rear Elevator Upgrade	ERR	II	\$ 216,733				
Epoxy Coat Walkway and LL Parking area	FMR	III		\$ 10,000			
Lobby Doors	FMR	IV			\$ 11,000		
Police Department Construction	GF	II			\$ 1,250,000	\$ 1,250,000	
Heffner Community Center							
Install Exterior Foyer	FMR	IV	\$ 8,000				
Heffner Park Architectural Services for Facility Redesign	GF	IV			\$ 60,000		
Heffner Park Construction	GF	IV				\$ 150,000	
Library							
Library Detail Design, Relocation, & Construction	Bond	I	\$ 1,375,000	\$ 4,000,000	\$ 1,625,000		
Public Works							
Replacement of Overhead Doors Mechanic Shop & ROW	ERR	III		\$ 34,319			
Phase 2 Facility Design	GF	IV				\$ 100,000	
Phase 2 Construction	GF	IV					\$ 800,000
SUBTOTAL-FACILITIES			\$ 2,048,733	\$ 4,044,319	\$ 2,946,000	\$ 1,500,000	\$ 800,000

CAPITAL IMPROVEMENT PROGRAM - FISCAL YEARS 2019 - 2023

STORMWATER MANAGEMENT		Priority	FY19	FY20	FY21	FY22	FY23
Devonshire Ave & Glaisewood Ave Bio Retention Facility	SW	III	\$ 40,000				
Glenside and Anne St	SW	III	\$ 35,000				
Grant Ave and Holly Ave Bioretention Facility	SW	III	\$ 30,000				
Jackson Ave and Glenside Dr Bioretention Facility	SW	III	\$ 35,000				
Takoma Branch Stream Restoration - Design	SW	III	\$ 102,456				
Takoma Branch Stream Restoration - Construction	SW	III		\$ 110,000	\$ 250,000		
Franklin Apt Bio-Swale	SW	III		\$ 85,000			
Parkview Towers Bioretention Facility (Lincoln & Hancock Ave)	SW	III		\$ 55,000			
13th and Hillwood Manor Playground	SW	III					\$ 55,000
Essex Parking Lot at Maple	SW	III					\$ 60,000
Glenside Dr and Carroll Ave	SW	III					\$ 40,000
Jefferson Ave Bioretention Facility	SW	III					\$ 45,000
SUBTOTAL - STORMWATER MANAGEMENT			\$ 242,456	\$ 250,000	\$ 250,000	\$ -	\$ 200,000

		FY19	FY20	FY21	FY22	FY23
CIP Total – Items funded by Equipment Replacement Reserve	ERR	\$ 1,023,704	\$ 695,215	\$ 389,049	\$ 909,689	\$ 476,361
CIP Total – Items funded by Facility Maintenance Reserve	FMR	\$ 426,000	\$ 10,000	\$ 11,000	\$ -	\$ -
CIP Total – Items funded by General Fund – Capital Outlay	GF	\$ 2,046,335	\$ 2,125,000	\$ 3,390,000	\$ 3,770,575	\$ 1,935,000
CIP Total – Items funded by General Fund – Bond	Bond	\$ 2,812,588	\$ 4,000,000	\$ 1,625,000	\$ -	\$ -
CIP Total – Items funded Through General Fund Operating Transfer to SRF	GF Transfer SRF					
CIP Total – Items funded Through Speed Camera Program Fund	SCF	\$ 235,801	\$ 40,000	\$ 40,000	\$ 43,000	\$ 43,000
CIP Total – Items funded by Special Revenue Funds	SRF	\$ 4,987,444	\$ 635,000	\$ 252,167	\$ -	\$ -
CIP Total Stormwater Fund	SW	\$ 411,206	\$ 250,000	\$ 250,000	\$ 263,766	\$ 200,000
CIP GRAND TOTAL		\$ 11,943,078	\$ 7,755,215	\$ 5,957,216	\$ 4,987,030	\$ 2,654,361

Legend

GF – General Fund
 ERR – Equipment Replacement Reserve
 FMR – Facility Maintenance Reserve
 SRF – Special Revenue Fund
 SCF – Speed Camera Fund
 SW – Stormwater Fund

Priority Level

I- Imperative
 II-Essential
 III-Important
 IV-Desirable