



# Takoma Park City Council Meeting – August 2, 2023

## Agenda Items 1 and 2

### Voting Session

First Reading Ordinance Approving FY24 Stormwater Management Budget Amendment No. 1  
 First Reading Ordinance Approving FY24 Budget Amendment No. 1

### Recommended Council Action

Adopt the budget amendments.

### Context with Key Issues

*Note: Since first reading, the budget amendment has been revised to remove the word “carryover” and to make some edits related to that change. The revised version is intended to be substantively the same as the ordinances presented and voted on for first reading. A redlined and clean version of the cover memo and ordinances have been provided.*

The Fiscal Year (FY) 2024 Budget was adopted by the City Council on May 17, 2023. Due to delays in certain expenditures originally anticipated to occur during FY 2023, modification to the FY 2024 budget is required in order to reappropriate carry forward funds for those purposes unspent funds. The budget amendment includes the items below. Note that the additional appropriation carryover amount for the departmental operating budgets and Capital Improvement Project budgets totals \$4,245,356.38, the budget revenue increase is \$20,000 and the new FY 2024 budget expenditure increase is \$124,090. The net budget adjustment is \$4,349,446.38 in the General Fund.

In addition, the City received \$17.5 million in American Rescue Plan Act (ARPA) Funds. ARPA funding can be used in the following primary categories per federal guidelines: Public Health and Economic Impacts, Premium Pay, Investments in Infrastructure and Standard Allowance. The ARPA Fund reappropriation carryover amount in this budget amendment is totaling \$1,196,998.58 which includes the Community Center Atrium Floor Infill Project in the amount of \$1 million originally budgeted in Fiscal Year 2023.

\* In general, the amount in bracket ( ) represents budget decrease in expenditure and budget increase in revenue, which should have a positive effect on the reserve balances. The amount not in bracket represents budget increase in expenditure and budget decrease in revenue. In Special Revenue Fund (SRF), the grant expenditure increases must coincide with revenue (grant reimbursement) increases within the same fiscal/accounting period. Refer to the “reason for amendment” column for budget item descriptions. The items highlighted in light orange represent budget increase items.

Department/Division	Funding Source	Account Title	Reason for Amendment	Amount
<b>General Fund Revenue</b>				
Revenue	General Fund	Railroad & Utility Tax	Adjustment to the assessable base as of June	(\$20,000)
<i>General Fund Revenue Total</i>				<i>(\$20,000)</i>
<b>General Fund Expenditure</b>				
General Government-City Manager	General Fund	Severance Pay Expenses	Budget increase to provide contractual obligation for the prior City Manager	\$31,950

General Government- City Manager	General Fund	Fringe Benefits	Budget increase to provide fringe benefits for the prior City Manager	\$10,477
General Government- Human Resources	General Fund	Software	<u>Reappropriate amount of FY23 Carryover</u> unspent funds to provide for HRIS system implementation	\$248,440.14
<i>General Government Expenditure Subtotal</i>				\$290,867.14

Department	Funding Source	Account Title	Reason for Amendment	Amount
Public Works	General Fund	Contracts	<u>Reappropriate Carryover</u> the unused balance of the Multi-Family Grant	\$48,162
Public Works	General Fund	Engineering Services	<u>Reappropriate funds for incomplete portion of the Carryover funds for FY23</u> Stormwater Resiliency Study	\$95,000
Public Works	General Fund	Overtime	Budget increase to provide funds for staff overtime for the Community Events	\$3,000
<i>Public Works Expenditure Subtotal</i>				\$146,162
Housing & Community Development	General Fund	Office Equipment	<u>Reappropriate funds for Carryover for</u> planned build out of HCD Manager's offices	\$20,000
Housing & Community Development	General Fund	Contracts	<u>Reappropriate funds for remaining Carryover for</u> contract cost of Rental Licensing Software (FY23 project)	\$15,000
<i>Housing and Community Development Expenditure Subtotal</i>				\$35,000
Communications	General Fund	Salaries	Budget increase to provide funds for the reclassification of Communications Manager to Communications Director	\$49,887.16
Communications	General Fund	Salaries	Budget increase to provide additional funds for the reclassification of Communications Manager to Communications Director	\$12,471
Communications	General Fund	Fringe Benefits	Budget increase to provide funds for the reclassification of Communications Manager to Communications Director	\$8,805.08
Communications	General Fund	Conference	Budget decrease due to staff inability to attend	(\$5,000)
<i>Communications Expenditure Subtotal</i>				\$66,163.24
<i>Departmental Expenditure Subtotal</i>				\$538,192.38
Inter-Departmental	General Fund	Legal Liability	Budget increase to provide funds for additional LGIT insurance coverage	\$6,000

Inter-Departmental	General Fund	Property	Budget increase to provide funds for additional LGIT insurance coverage	\$6,500
<i>Inter-Departmental Expenditure Subtotal</i>				\$12,500
Capital Improvement	General Fund	Capital Equipment Expenditure	<del>Reappropriate Carryover for prior year</del> Police Fleet Cameras <del>not purchased in FY23</del>	\$50,358
Capital Improvement	General Fund	Equipment Replacement Expenditure	<del>Reappropriate for FY22 police vehicle purchase not yet delivered</del> Carryover from FY22 due to delay in delivery of five police vehicles	\$210,000
Capital Improvement	General Fund	Equipment Replacement Expenditure	<del>Reappropriate funds for Carryover from FY23 police vehicles ordered but not delivered due to production delay of the three police vehicles</del>	\$151,845
Capital Improvement	General Fund	Equipment Replacement Expenditure	<del>Reappropriate for Carryover due to delivery delay of the FY23 Aerial Lift not yet delivered</del>	\$38,551
<b>Department/Division</b>	<b>Funding Source</b>	<b>Account Title</b>	<b>Reason for Amendment</b>	<b>Amount</b>
Capital Improvement	General Fund	Library Construction Expenditure	<del>Reappropriate funds for Library construction project due to FY23 project delay</del> Carryover due to delivery delay of the construction project	\$3,368,000
<i>Capital Improvement Expenditure Subtotal</i>				\$3,818,754
<b>General Fund Subtotal</b>				<b>\$4,349,446.38</b>
<b>Special Revenue Fund</b>				
Housing & Community Development	Special Revenue Fund	Pepco Grant	<del>Reappropriate amount of funds not used in FY23</del> Carryover unused funds due to project delay	\$4,500
Housing & Community Development	Special Revenue Fund	Pepco Grant	<del>Reappropriate</del> Carryover reimbursement to cover for the grant expenditure	(\$4,500)
Housing & Community Development	Special Revenue Fund	MD State Arts Grant B	<del>Reappropriate FY23</del> Carryover unused funds due to project delay	\$4,615.68
Housing & Community Development	Special Revenue Fund	MS State Arts Grant B	<del>Reappropriate</del> Carryover reimbursement to cover for the grant expenditure	(\$4,615.68)
Housing & Community Development	Special Revenue Fund	Washington McLaughlin School	<del>Reappropriate FY23</del> Carryover unused funds due to project delay	\$71,605
Housing & Community Development	Special Revenue Fund	Washington McLaughlin School	<del>Reappropriate</del> Carryover reimbursement to cover for the grant expenditure	(\$71,605)
Housing & Community Development	Special Revenue Fund	CDBG Neighborhood Improvements	<del>Reappropriate</del> Carryover unused funds due to project delay	\$141,000

Housing & Community Development	Special Revenue Fund	CDBG Neighborhood Improvements	<del>Reappropriate Carryover</del> reimbursement to cover for the grant expenditure	(\$141,000)
Housing & Community Development	Special Revenue Fund	CDBG Neighborhood Improvements	Budget Increase due to new grant awarded	\$91,000
Housing & Community Development	Special Revenue Fund	CDBG Neighborhood Improvements	Budget Increase due to new grant awarded	(\$91,000)
Housing & Community Development	Special Revenue Fund	Tenant Opportunity to Purchase Support Fund	Budget Increase due to new grant awarded	\$500,000
Housing & Community Development	Special Revenue Fund	Tenant Opportunity to Purchase Support Fund	Budget Increase due to new grant awarded	(\$500,000)
Housing & Community Development	Special Revenue Fund	Safe Routes to School Enhancing Biking	Budget Increase due to new grant awarded	\$48,960
Housing & Community Development	Special Revenue Fund	Safe Routes to School Enhancing Biking	Budget Increase due to new grant awarded	(\$48,960)
Housing & Community Development	Special Revenue Fund	New Avenue Bikeway Section A	<del>Reappropriate Carryover</del> unused funds due to FY23 project delay	\$92,500
<b>Department/Division</b>	<b>Funding Source</b>	<b>Account Title</b>	<b>Reason for Amendment</b>	<b>Amount</b>
Housing & Community Development	Special Revenue Fund	New Avenue Bikeway Section A	<del>Reappropriate Carryover</del> reimbursement to cover for the grant expenditure	(\$92,500)
Housing & Community Development	Special Revenue Fund	New Avenue Bikeway Section B	<del>Reappropriate Carryover</del> unused funds due to FY23 project delay	\$33,725
Housing & Community Development	Special Revenue Fund	New Avenue Bikeway Section B	<del>Reappropriate Carryover</del> reimbursement to cover for the grant expenditure	(\$33,725)
Cable TV	Special Revenue Fund	Cable Grants-Capital Improvement Projects	<del>Reappropriate Carryover unused</del> funds due to FY23 project delay 1) Auditorium AV Integration \$20,000; 2) Auditorium Lighting \$20,000; 3) City TV Video \$ 110,000.	\$150,000
<b>Special Revenue Fund Subtotal</b>				<b>\$150,000</b>
<b>ARPA Fund</b>				
Housing & Community Development	ARPA Fund	Multifamily Property Rehabilitation	<del>Reappropriate Carryover</del> unused funds by the grantees for current year expenditure	\$108,274
Housing & Community Development	ARPA Fund	Emergency Rental Assistance	<del>Reappropriate amount of</del> Remaining funds from FY23 for the Rental Assistance Program	\$3,644.31
Housing & Community Development	ARPA Fund	Neighborhood Commercial Center	<del>Reappropriate Carryover amount of</del> unused funds for current year expenditure	\$61,700.27
Housing & Community Development	ARPA Fund	Public Space Management	<del>Reappropriate Carryover amount of</del> FY23 unused funds due to delay in completion of the plan	\$23,380
Public Works	ARPA Fund	Community Center Renovation	<del>Reappropriate Carryover amount of</del> unused funds for Atrium infill	\$1,000,000

			project due to <b>project</b> start delayed	
<b>ARPA Fund Subtotal</b>				<b>\$1,196,998.58</b>
<b>Grand Total</b>				<b>\$5,696,444.96</b>

### Council Priority

Fiscally Sustainable Government

### Environmental Considerations

None of the items in this budget amendment directly promote energy efficiency practices; however, the City received a grant from Pepco's Sustainable Maryland Communities program for Circle Woods. This project will remove existing invasive plants, and replant with native plants and install wood chip pathways to improve the habitat, aesthetics and recreation value of the site.

### Fiscal Considerations

Funding Source	Budget Amendment Type	
	FY24 Expenditure	
General Fund	\$	4,349,446.38
Special Revenue -Grants	\$	150,000.00
ARPA Fund	\$	1,196,998.58
<b>Subtotal</b>	<b>\$</b>	<b>5,696,444.96</b>
Stormwater Fund	\$	321,000.00
<b>Total</b>	<b>\$</b>	<b>6,017,444.96</b>

Appropriation by Department	Budget Amount	
<b>General Fund Total</b>		
Revenue	\$	20,000.00
<b>Revenue Subtotal</b>	<b>\$</b>	<b>20,000.00</b>
Expenditure		
General Government	\$	290,867.14
Police	\$	-
Public Works	\$	146,162.00
Communication	\$	66,163.24
Housing and Community Development	\$	35,000.00
Library	\$	-
Inter-Departmental	\$	12,500.00
Capital Improvement Program	\$	3,818,754.00
<b>Expenditure Subtotal</b>	<b>\$</b>	<b>4,369,446.38</b>
<b>General Fund Total</b>	<b>\$</b>	<b>4,349,446.38</b>
<b>Special Revenue - Grants Total</b>		
<b>Communication</b>	\$	150,000.00
Housing and Community Development	\$	-
Library	\$	-
<b>Grand Total</b>	<b>\$</b>	<b>150,000.00</b>

<b>ARPA - Grants Total</b>	
<b>General Government</b>	\$ -
Public Works	\$ 1,000,000.00
Housing and Community Development	\$ 196,998.58
Library	\$ -
<b>Grand Total</b>	<b>\$ 1,196,998.58</b>
<b>Stormwater Fund</b>	
Public Works	\$ 321,000.00
<b>Grand Total</b>	<b>\$ 321,000.00</b>
<b>Total</b>	<b>\$ 6,017,444.96</b>

### Racial Equity Considerations

The ARPA items once implemented will assist members in the community that are disproportionately affected by COVID-19 through direct and indirect funding as intended by both the US Treasury and the City Council. The Maryland State Arts Council provided additional state funding for FY 23 and established a relief funding program to provide additional funds to current grantees. These funds will assist the City in increasing the availability for more culturally specific programming.

### Attachments and Links

- Draft FY24 Budget Amendment Ordinances

## General Fund Adopted Budget and Amendment

	<b>Adopted</b>	<b>1st Amendment</b>	<b>Current</b>
	<b>FY24</b>	<b>Budget Increase</b>	<b>FY24</b>
<b>Total Revenues</b>	<b>29,021,811</b>	<b>20,000</b>	<b>29,041,811</b>
General Government	4,433,239	42,427	4,475,666
Police	9,299,721	3,000	9,302,721
Public Works	5,784,558		5,784,558
Recreation	2,160,020		2,160,020
Housing and Community Development	2,640,193		2,640,193
Communications	820,981	66,163	887,144
Library	1,491,232		1,491,232
Inter-Departmental	1,393,369	12,500	1,405,869

Capital Outlay**	2,529,377		2,529,377
Debt Service	741,663		741,663
<b>Total Expenditures</b>	<b>31,294,353</b>	<b>124,090</b>	<b>31,420,443</b>
<b>Net (deficiency) of revenues over expenditures</b>	<b>(1,222,063)</b>		<b>(1,326,153)</b>

\*\*Note: In the Adopted Budget of Fiscal Year 24, the total Capital Outlay is \$2.5 million, \$1 million is budgeted for the Library Construction which is partially funded by the 2017 Series Bond. The bond proceed is placed in the restricted reserve.

Introduced by: Councilmember Fulcher

First Reading: July 26, 2023

Second Reading:

Effective Date:

**CITY OF TAKOMA PARK, MARYLAND**

**ORDINANCE NO. 2023-18**

**FY 2024 STORMWATER MANAGEMENT FUND  
BUDGET AMENDMENT NO. 1**

WHEREAS, the Fiscal Year (FY) 2024 Stormwater Management Fund budget was adopted by the City Council on May 17, 2023; and

WHEREAS, unspent funds in the Capital Improvement Projects in the amount of \$183,000 need to be carried over due to the delay of the Takoma Branch Stream Restoration Project; and

WHEREAS, unspent funds in Stormwater Outside Parts and Labor account in the amount of \$74,000 need to be carried over due to the delay of Maple Avenue Outfall Repair Project; and

WHEREAS, unspent funds in Stormwater Subcontractor account in the amount of \$64,000 need to be carried over due to the delay in the facility contract maintenance project; and

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

SECTION 1. The Fiscal Year 2024 Stormwater Management Fund Budget is amended as follows:

**Stormwater Management Fund-Expenditures**

1. Appropriate \$183,000 to 0030-0030-80001, Capital Projects Expenditure, to carry over unspent funds in the Capital Projects due to the delay in implementation of the Takoma Branch Restoration project.

2. Appropriate \$74,000 to 0030-0030-53350, Outside Labor and Parts, due to the delayed Maple Ave Outfall project.

3. Appropriate \$64,000 to 0030-0030-61045, Subcontractor, due to the delayed of the facility maintenance project.

SECTION 2. Use of fund balance in the amount of \$321,000 is hereby authorized to supplement other fund revenues and financing sources.

SECTION 3. This Ordinance shall become effective upon adoption.

Adopted this \_\_\_\_ day of August, 2023 by Roll Call vote as follows:

AYE:



NAY:  
ABSTAIN:  
ABSENT:

Introduced by: Councilmember Small

First Reading: July 26, 2023

Second Reading:

Effective Date:

**CITY OF TAKOMA PARK, MARYLAND**

**ORDINANCE NO. 2023-19**

**FISCAL YEAR 2024 BUDGET AMENDMENT NO. 1**

WHEREAS, the Fiscal Year (FY) 2024 budget was adopted by the City Council on May 17, 2023; and

WHEREAS, since this date, certain expenditures are more or less than originally anticipated requiring modification to the Fiscal Year 2024 budget; and new operational needs have arisen that were not accounted for in the Fiscal Year ~~2024~~2023 budget including the receipt of grant funding and delay of capital improvement projects; and

WHEREAS, those budget adjustments are listed in the table below by Department with an explanation for the adjustment and the amount to be adjusted in the Fiscal Year 2024 budget for each funding source:

\*In general, the amount in bracket ( ) represents budget decrease in expenditure and budget increase in revenue, which should have a positive effect on the reserve balances. The amount not in bracket represents budget increase in expenditure and budget decrease in revenue. In Special Revenue Fund (SRF), the grant expenditure increases must coincide with revenue (grant reimbursement) increases within the same fiscal/accounting period. Refer to the "reason for amendment" column for budget item descriptions. The items highlighted in light orange represent budget increase items.

Department/Division	Funding Source	Account Title	Reason for Amendment	Amount
<b>General Fund Revenue</b>				
Revenue	General Fund	Railroad & Utility Tax	Adjustment to the assessable base as of June	(\$20,000)
<i>General Fund Revenue Total</i>				(\$20,000)
<b>General Fund Expenditure</b>				
General Government-City Manager	General Fund	Severance Pay Expenses	Budget increase to provide contractual obligation for the prior City Manager	\$31,950
General Government-City Manager	General Fund	Fringe Benefits	Budget increase to provide fringe benefits for the prior City Manager	\$10,477
General Government-Human Resources	General Fund	Software	<del>Reappropriate amount of FY23 Carryover</del> unspent funds to provide for HRIS system implementation	\$248,440.14
<i>General Government Expenditure Subtotal</i>				\$290,867.14

Department	Funding Source	Account Title	Reason for Amendment	Amount
Public Works	General Fund	Contracts	<del>Reappropriate Carryover</del> the unused balance of the Multi-Family Grant	\$48,162
Public Works	General Fund	Engineering Services	<del>Reappropriate funds for incomplete portion of the Carryover funds for FY23</del> Stormwater Resiliency Study	\$95,000
Public Works	General Fund	Overtime	Budget increase to provide funds for staff overtime for the Community Events	\$3,000
<i>Public Works Expenditure Subtotal</i>				\$146,162
Housing & Community Development	General Fund	Office Equipment	<del>Reappropriate funds for Carryover for</del> planned build out of HCD Manager's offices	\$20,000
Housing & Community Development	General Fund	Contracts	<del>Reappropriate funds for remaining Carryover for</del> contract cost of Rental Licensing Software (FY23 project)	\$15,000
<i>Housing and Community Development Expenditure Subtotal</i>				\$35,000
Communications	General Fund	Salaries	Budget increase to provide funds for the reclassification of Communications Manager to Communications Director	\$49,887.16
Communications	General Fund	Salaries	Budget increase to provide additional funds for the reclassification of Communications Manager to Communications Director	\$12,471
Communications	General Fund	Fringe Benefits	Budget increase to provide funds for the reclassification of Communications Manager to Communications Director	\$8,805.08
Communications	General Fund	Conference	Budget decrease due to staff inability to attend	(\$5,000)
<i>Communications Expenditure Subtotal</i>				\$66,163.24
<i>Departmental Expenditure Subtotal</i>				\$538,192.38
Inter-Departmental	General Fund	Legal Liability	Budget increase to provide funds for additional LGIT insurance coverage	\$6,000
Inter-Departmental	General Fund	Property	Budget increase to provide funds for additional LGIT insurance coverage	\$6,500
<i>Inter-Departmental Expenditure Subtotal</i>				\$12,500
Capital Improvement	General Fund	Capital Equipment Expenditure	<del>Reappropriate Carryover for prior year</del> Police Fleet Cameras <del>not purchased in FY23</del>	\$50,358

Capital Improvement	General Fund	Equipment Replacement Expenditure	<u>Reappropriate for FY22 police vehicle purchase not yet delivered</u> <del>Carryover from FY22 due to delay in delivery of five police vehicles</del>	\$210,000
Capital Improvement	General Fund	Equipment Replacement Expenditure	<u>Reappropriate funds for Carryover from FY23 police vehicles ordered but not delivered due to production delay of the three police vehicles</u>	\$151,845
Capital Improvement	General Fund	Equipment Replacement Expenditure	<u>Reappropriate for Carryover due to delivery delay of the FY23 Aerial Lift not yet delivered</u>	\$38,551
<b>Department/Division</b>	<b>Funding Source</b>	<b>Account Title</b>	<b>Reason for Amendment</b>	<b>Amount</b>
Capital Improvement	General Fund	Library Construction Expenditure	<u>Reappropriate funds for Library construction project due to FY23 project delay</u> <del>Carryover due to delivery delay of the construction project</del>	\$3,368,000
<i>Capital Improvement Expenditure Subtotal</i>				\$3,818,754
<b>General Fund Subtotal</b>				<b>\$4,349,446.38</b>
<b>Special Revenue Fund</b>				
Housing & Community Development	Special Revenue Fund	Pepco Grant	<u>Reappropriate amount of funds not used in FY23</u> <del>Carryover unused funds</del> due to project delay	\$4,500
Housing & Community Development	Special Revenue Fund	Pepco Grant	<u>Reappropriate</u> <del>Carryover</del> reimbursement to cover for the grant expenditure	(\$4,500)
Housing & Community Development	Special Revenue Fund	MD State Arts Grant B	<u>Reappropriate FY23</u> <del>Carryover</del> unused funds due to project delay	\$4,615.68
Housing & Community Development	Special Revenue Fund	MS State Arts Grant B	<u>Reappropriate</u> <del>Carryover</del> reimbursement to cover for the grant expenditure	(\$4,615.68)
Housing & Community Development	Special Revenue Fund	Washington McLaughlin School	<u>Reappropriate FY23</u> <del>Carryover</del> unused funds due to project delay	\$71,605
Housing & Community Development	Special Revenue Fund	Washington McLaughlin School	<u>Reappropriate</u> <del>Carryover</del> reimbursement to cover for the grant expenditure	(\$71,605)
Housing & Community Development	Special Revenue Fund	CDBG Neighborhood Improvements	<u>Reappropriate</u> <del>Carryover</del> unused funds due to project delay	\$141,000
Housing & Community Development	Special Revenue Fund	CDBG Neighborhood Improvements	<u>Reappropriate</u> <del>Carryover</del> reimbursement to cover for the grant expenditure	(\$141,000)
Housing & Community Development	Special Revenue Fund	CDBG Neighborhood Improvements	Budget Increase due to new grant awarded	\$91,000

Housing & Community Development	Special Revenue Fund	CDBG Neighborhood Improvements	Budget Increase due to new grant awarded	(\$91,000)
Housing & Community Development	Special Revenue Fund	Tenant Opportunity to Purchase Support Fund	Budget Increase due to new grant awarded	\$500,000
Housing & Community Development	Special Revenue Fund	Tenant Opportunity to Purchase Support Fund	Budget Increase due to new grant awarded	(\$500,000)
Housing & Community Development	Special Revenue Fund	Safe Routes to School Enhancing Biking	Budget Increase due to new grant awarded	\$48,960
Housing & Community Development	Special Revenue Fund	Safe Routes to School Enhancing Biking	Budget Increase due to new grant awarded	(\$48,960)
Housing & Community Development	Special Revenue Fund	New Avenue Bikeway Section A	<del>Reappropriate Carryover</del> unused funds due to <del>FY23</del> project delay	\$92,500
<b>Department/Division</b>	<b>Funding Source</b>	<b>Account Title</b>	<b>Reason for Amendment</b>	<b>Amount</b>
Housing & Community Development	Special Revenue Fund	New Avenue Bikeway Section A	<del>Reappropriate Carryover</del> reimbursement to cover for the grant expenditure	(\$92,500)
Housing & Community Development	Special Revenue Fund	New Avenue Bikeway Section B	<del>Reappropriate Carryover</del> unused funds due to <del>FY23</del> project delay	\$33,725
Housing & Community Development	Special Revenue Fund	New Avenue Bikeway Section B	<del>Reappropriate Carryover</del> reimbursement to cover for the grant expenditure	(\$33,725)
Cable TV	Special Revenue Fund	Cable Grants-Capital Improvement Projects	<del>Reappropriate Carryover</del> unused funds due to <del>FY23</del> project delay 1) Auditorium AV Integration \$20,000; 2) Auditorium Lighting \$20,000; 3) City TV Video \$ 110,000.	\$150,000
<b>Special Revenue Fund Subtotal</b>				<b>\$150,000</b>
<b>ARPA Fund</b>				
Housing & Community Development	ARPA Fund	Multifamily Property Rehabilitation	<del>Reappropriate Carryover</del> unused funds by the grantees for current year expenditure	\$108,274
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Housing & Community Development	ARPA Fund	Neighborhood Commercial Center	<del>Reappropriate Carryover amount of</del> unused funds for current year expenditure	\$61,700.27
Housing & Community Development	ARPA Fund	Public Space Management	<del>Reappropriate Carryover amount of</del> FY23 unused funds due to delay in completion of the plan	\$23,380
Public Works	ARPA Fund	Community Center Renovation	<del>Reappropriate Carryover amount of</del> unused funds for Atrium infill project due to <del>project</del> start delayed	\$1,000,000

<b>ARPA Fund Subtotal</b>	<b>\$1,196,998.58</b>
<b>Grand Total</b>	<b>\$5,696,444.96</b>

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

SECTION 1. The Fiscal Year 2024 Budget is amended as follows:

**General Fund – Revenue**

1. Appropriate \$20,000 to account 0001-30300, Railroad & Utility Tax, due to the adjustment of the assessable base.

**General Fund – Expenditures**

2. Appropriate \$31,950 to account 1120-40013, Severance Pay, to provide funds for severance pay to Jamal Fox.
3. Appropriate \$10,477 to account 1120-40200, Fringe Benefits, to provide funds for fringe benefits for Jamal Fox.
4. Appropriate \$248,440.14 to account 1160-61041, Software, to provide funds for HRIS System implementation.
5. Appropriate \$3,000 to account 3400-40030, Overtime, to provide funds for staff overtime for the Community Events.
6. Appropriate \$48,162 to account 3600-61040, Contract, to provide funds for Multi-Family Grants in the Sustainability Division.
7. Appropriate \$95,000 to account 3900-61005, Engineering Services, to provide funds for Stormwater Resiliency Study.
8. Appropriate \$20,000 to account 5500-68005, Office Equipment, to provide funds for planned buildout for the additional HCD Manager’s offices.
9. Appropriate \$15,000 to account 5800-61040, Contracts, to provide funds for implementation of the Rental Licensing Software.
10. Appropriate \$49,887.16 account 6000-40010, Salaries, to provide funds for the position reclassification of the Communications Manager to Communications Director.
11. Appropriate \$12,471.00 to account 6000-40010, Salaries, to provide additional funds for the position reclassification of the Communications Manager to Communications Director.
12. Appropriate \$8,805.08 to account 6000-40200, Fringe Benefits, to provide funds for the position reclassification of the Communications Manager to Communications Director.
13. Reduction of \$5,000 to account 6000-70025, Conference, due to staff inability to attend.
14. Appropriate \$6,000 to account 9000-66017, Legal Liability Expenditure, to provide funds for the LGIT insurance increase.
15. Appropriate \$6,500 to account 9000-66020, Property Expenditure, to provide funds for the LGIT insurance increase.
16. Appropriate \$50,358 to account 9100-80000, Capital Equipment Expenditure, to provide funds for the Police Fleet Camera for the new vehicle purchases.

17. Appropriate \$400,396 to account 9100-80003, Equipment Reserve Expenditure, to provide funds for:
  - a. \$210,000 for the police vehicles from FY22 due to back order.
  - b. \$38,551 for the Aerial Lift purchase from FY23.
  - c. \$151,845 for three police vehicle purchases from FY23.
18. Appropriate \$3,368,000 to account 9100-80013, Library Construction Expenditure, to provide funds for the project.

#### **Special Revenue Fund-Transfers**

1. Transfer \$4,898 revenue from 0010-33670, Maryland Arts Grant A, to account 0010-33671, Maryland Arts Grant B, for grant account consolidation.
2. Transfer \$4,898 expenditure from 0010-68020, Maryland Arts Grant A, to account 0010-68021, Maryland Arts Grant B, for grant account consolidation

#### **Special Revenue Fund – Revenues**

1. Appropriate \$4,500 to account 0010-33760, Pepco Grant, to provide fund for new grant awarded.
2. Appropriate \$4,615.68 to account 0010-33671, MD State Arts Grant B, to provide fund for the grant fund.
3. Appropriate \$71,605 to account 0010-37100, Washington McLaughlin School, to provide fund for the school project.
4. Appropriate \$141,000 to account 0010-33650, CDBG Neighborhood Improvements, to provide fund for improvement program.
5. Appropriate \$91,000 to account 0010-33650, CDBG Neighborhood Improvements, to provide fund for the new grant awarded.
6. Appropriate \$500,000 to account 0010-37170, Tenant Opportunity to Purchase Support Fund, to provide fund for the new grant awarded.
7. Appropriate \$48,960 to account 0010-39211, Safe Routes to School Enhancing Biking, to provide fund for new grant awarded.
8. Appropriate \$92,500 to account 0010-39162, New Avenue Section A, to provide fund to complete the final design plans.
9. Appropriate \$33,725 to account 0010-39163, New Avenue Section B, to provide fund to complete the final design plans.

#### **Special Revenue Fund – Expenditures**

1. Appropriate \$4,500 to account 0010-68024, Pepco Grant, to provide fund for new grant fund.
2. Appropriate \$4,615.68 to account 0010-68021, MD State Arts Grant B, to provide fund for the grant fund.

3. Appropriate \$71,605 to account 0010-68033, Washington McLaughlin School, to provide fund for the school project.
4. Appropriate \$141,000 to account 0010-68056, CDBG Neighborhood Improvements, to provide fund for improvement program.
5. Appropriate \$91,000 to account 0010-68056, CDBG Neighborhood Improvements, to provide fund for the new grant awarded.
6. Appropriate \$500,000 to account 0010-68003, Tenant Opportunity to Purchase Support Fund, to provide fund for the new grant awarded.
7. Appropriate \$48,960 to account 0010-72120, Safe Routes to School Enhancing Biking, to provide fund for new grant awarded.
8. Appropriate \$92,500 to account 0010-68029, New Avenue Section A, to provide fund to complete the final design plans.
9. Appropriate \$33,725 to account 0010-68030, New Avenue Section B, to provide fund to complete the final design plans.
10. Appropriate \$150,000 to account 0010-72411, Cable Grant CIP Expenditure, to provide funds for:
  - a. \$20,000 for the Auditorium Hybrid Meeting AV Integration.
  - b. \$20,000 for the Auditorium Lighting.
  - c. \$110,000 for the City TV Video.

**ARPA Fund-Transfers**

1. Transfer \$27,600 expenditure from 0070-40010, Salaries, to account 0070-40700, Temporary Assistance, due to delay in hiring of finance position.

**ARPA Fund – Expenditures**

1. Appropriate \$108,274 to account 0070-61047, Multi-Family Property Rehab, to provide funds for grantees.
2. Appropriate \$23,380 to account 0070-80005, Public Space Management, to provide funds for the operation plan of the project.
3. Appropriate \$61,700.27 to account 0070-80006, Neighborhood Commercial Center, to provide funds for the rolling grant program.
4. Appropriate \$3,644.31 to account 0070-61043, Emergency Rental Assistance, to provide funds for the Rental Assistance Program.
5. Appropriate \$1,000,000 to account 0070-80004, Community Center Renovation, to provide funds for the Atrium infill project.

SECTION 2. The City’s Capital Improvement Program for FY 2024 shall be amended to reflect the aforementioned changes in the General Fund budget.



SECTION 3. This Ordinance shall become effective upon adoption.

Adopted this \_\_\_\_\_ by Roll-Call vote as follows:

AYE:

NAY:

ABSTAIN:

ABSENT: