

Introduced by: Councilmember

First Reading:
Second Reading:
Effective Date:

CITY OF TAKOMA PARK, MARYLAND

ORDINANCE NO. 2023-

FISCAL YEAR 2023 BUDGET AMENDMENT NO. 5

WHEREAS, the Fiscal Year (FY) 2023 budget was adopted by the City Council on May 25, 2022; and

WHEREAS, since this date, certain expenditures originally anticipated to occur during the Fiscal Year were delayed, requiring modification to the Fiscal Year 2023 budget; and staff and operational changes have arisen that were not accounted for in the Fiscal Year 2023 budget including the salary and fringe benefit savings incurred during July 2022 and January 2023 and the receipt of grant funding; 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 2023 budget for each funding source:

Department/Division	Funding Source	Account Title	Reason for Amendment	Amount
General Government-Finance	General Fund	Interest & Dividends	Budget revenue increase due to bank interest rate adjustment	(\$220,000.00)
General Government-Finance	General Fund	Interest Bond Trust Fund	Budget revenue increase due to market interest rate adjustment	(\$25,000.00)
<i>General Government Revenue Subtotal</i>				(\$245,000.00)
General Government-Legislative	General Fund	Salaries	Budget increase for the Mayor and Council salaries for 7 months	\$17,921.19
General Government-IT	General Fund	Salaries	Budget reduction for the salary savings from July 1 st through January 31 st	(\$50,064.38)
General Government-IT	General Fund	Fringe Benefits	Budget reduction for the fringe benefits savings from July 1 st through January 31 st	(\$13,019.34)
General Government-Human Resources	General Fund	Salaries	Budget reduction for the salary savings from July 1 st through January 31 st	(\$78,638.99)
General Government-Human Resources	General Fund	Fringe Benefits	Budget reduction for the fringe benefits savings from July 1 st through January 31 st	(\$25,374.43)
<i>General Government Expenditure Subtotal</i>				(\$149,175.95)

Department	Funding Source	Account Title	Reason for Amendment	Amount
Police-Operations	General Fund	Salaries	Budget reduction for the salary savings from July 1 st through January 31 st	(\$77,851.01)
Police-Operations	General Fund	Fringe Benefits	Budget reduction for the fringe benefits savings from July 1 st through January 31 st	(\$53,439.93)
Police-Administration	General Fund	Salaries-Part Time	Budget reduction for the salary savings from July 1 st through January 31 st	(\$23,877.89)
Police-Administration	General Fund	Fringe Benefits	Budget reduction for the fringe benefits savings from July 1 st through January 31 st	(\$13,987.35)
<i>Police Subtotal</i>				(\$169,156.18)
Public Works-Admin	General Fund	Salaries	Budget reduction for the salary savings from July 1 st through January 31 st	(\$22,963.60)
Public Works-Building Maintenance	General Fund	Salaries	Budget reduction for the salary savings from July 1 st through January 31 st	(\$24,998.74)
Public Works-Building Maintenance	General Fund	Fringe Benefits	Budget reduction for the fringe benefits savings from July 1 st through January 31 st	(\$6,795.78)
Public Works-Right of Way	General Fund	Salaries	Budget reduction for the salary savings from July 1 st through January 31 st	(\$20,577.28)
Public Works-Right of Way	General Fund	Fringe Benefits	Budget reduction for the fringe benefits savings from July 1 st through January 31 st	(\$7,857.60)
Public Works-Sustainability	General Fund	Salaries	Budget reduction for the salary savings from July 1 st through January 31 st	(\$36,564.99)
Public Works-Sustainability	General Fund	Fringe Benefits	Budget reduction for the fringe benefits savings from July 1 st through January 31 st	(\$12,915.15)
Public Works-City Engineer	General Fund	Salaries	Budget reduction for the salary savings from July 1 st through January 31 st	(\$25,937.97)
<i>Public Works Expenditure Subtotal</i>				(\$158,611.11)
Recreation-Community Programs	General Fund	Salaries-Part Time	Budget reduction for the salary savings from July 1 st through January 31 st	(\$16,882.14)
Recreation-Community Programs	General Fund	Fringe Benefits	Budget reduction for the fringe benefits savings from July 1 st through January 31 st	(\$13,577.84)
Recreation-TP Community Center	General Fund	Salaries	Budget reduction for the salary savings from July 1 st through January 31 st	(\$43,869.83)

Recreation-TP Community Center	General Fund	Fringe Benefits	Budget reduction for the fringe benefits savings from July 1 st through January 31 st	(\$11,184.80)
<i>Recreation Expenditure Subtotal</i>				(\$85,514.61)
Department/Division	Funding Source	Account Title	Reason for Amendment	Amount
HCD-Administration	General Fund	Salaries-Part Time	Budget reduction for the salary savings from July 1 st through January 31 st	(\$19,549.74)
HCD-Administration	General Fund	Fringe Benefits	Budget reduction for the fringe benefits savings from July 1 st through January 31 st	(\$5,978.05)
HCD-Housing & Community Service	General Fund	Salaries	Budget reduction for the salary savings from July 1 st through January 31 st	(\$73,213.20)
HCD-Housing & Community Service	General Fund	Fringe Benefits	Budget reduction for the fringe benefits savings from July 1 st through January 31 st	(\$30,915.63)
HCD-Code Enforcement	General Fund	Salaries	Budget reduction for the salary savings from July 1 st through January 31 st	(\$34,641.63)
HCD-Code Enforcement	General Fund	Fringe Benefits	Budget reduction for the fringe benefits savings from July 1 st through January 31 st	(\$16,185.65)
<i>Housing and Community Development Subtotal</i>				(\$180,483.90)
<i>General Fund Subtotal</i>				(\$987,941.75)
Public Works	Special Revenue Fund	PEPCO Grant	Budget increase for reimbursement due to new grant awarded for the restoration of Circle Woods	(\$10,000)
Public Works	Special Revenue Fund	PEPCO Grant	Budget expenditure increase due to new grant awarded for the restoration of Circle Woods	\$10,000
Housing & Community Development	Special Revenue Fund	Kim Lamp-Maple Avenue Complete Street	Budget increase for reimbursement due to new grant awarded for the Maple Avenue Connectivity Project	(\$304,000)
Housing & Community Development	Special Revenue Fund	Kim Lamp-Maple Avenue Complete Street	Budget expenditure increase due to new grant awarded for the Maple Avenue Connectivity Project	\$304,000
Housing & Community Development	Special Revenue Fund	MD State Arts Grant A	Budget increase for reimbursement due to new grant awarded for the assistance of the existing arts operational programming	(\$4,898)
Housing & Community Development	Special Revenue Fund	MD State Arts Grant A	Budget expenditure increase due to new grant awarded for the assistance of the existing arts operational programming	\$4,898
Housing & Community Development	Special Revenue Fund	MD State Arts Grant B	Budget increase for reimbursement due to new grant awarded for the assistance of the	(\$7,530)

Department/Division	Funding Source	Account Title	Reason for Amendment	Amount
			existing arts operational programming	
Housing & Community Development	Special Revenue Fund	MD State Arts Grant B	Budget expenditure increase due to new grant awarded for the assistance of the existing arts operational programming	\$7,530
<i>Special Revenue Fund Subtotal</i>				\$0
General Government-IT	ARPA Fund	Document Management Platform	Budget reduction-project delayed due to staff capacity in the current fiscal year	(\$92,200)
Housing & Community Development	ARPA Fund	Workforce Development	Budget reduction-project delayed due to staff capacity in the current fiscal year	(\$100,000)
Housing & Community Development	ARPA Fund	Crossroads Business Incubator	Budget reduction-project delayed due to staff capacity in the current fiscal year	(\$250,000)
Housing & Community Development	ARPA Fund	Social Services-Grants to Non-Profit	Budget reduction-project delayed due to staff capacity in the current fiscal year	(\$125,000)
<i>ARPA Fund Subtotal</i>				(\$567,200)
Grand Total				(\$1,555,141.75)

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

SECTION 1. The Fiscal Year 2023 Budget is amended as follows:

General Fund-Transfers

1. Transfer \$5,000 from 4200-71004, Youth Success to account 3700-67300, Water, to provide funds for water bill at Ed Wilhelm Field.
2. Transfer \$28,000 from 4300-40015, Salaries-Part Time, to account 4800-40015, Salaries-Part Time, to provide funds for the Community Center staffing.
3. Transfer \$1,000 from 5800-70050, Training, to account 5900-70050, Training, to provide funds for the necessary staff training of Code Enforcement.

General Fund – Revenues

1. Appropriate \$220,000 to account 0001-36100, Interest and Dividends, to provide funds for the revenue increase for interest and dividends.
2. Appropriate \$25,000 to account 0001-36130, Interest Bond Trust Fund, to provide funds for the interest revenue increase for unused bond trust fund.

General Fund – Expenditures

3. Appropriate \$17,921.19 to account 1110-40010, Salaries, to provide funds for the salary increases for Mayor and Council for seven months.
4. Reduce \$50,064.38 to account 1150-40010, Salaries, due to vacancy savings from July 1 through January 31st in the IT Department.
5. Reduce \$13,019.34 to account 1150-40200, Fringe Benefits, due to vacancy savings from July 1 through January 31st in the IT Department.
6. Reduce \$78,638.90 to account 1160-40010, Salaries, due to vacancy savings from July 1 through January 31st in the Human Resources Department.
7. Reduce \$25,374.43 to account 1160-40200, Fringe Benefits, due to vacancy savings from July 1 through January 31st in the Human Resources Department.
8. Reduce \$77,851.01 to account 2300-40010, Salaries, due to vacancy savings from July 1 through January 31st in the Operating Division of the Police Department.
9. Reduce \$53,439.93 to account 2300-40200, Fringe Benefits, due to vacancy savings from July 1 through January 31st in the Operating Division of the Police Department.
10. Reduce \$23,877.89 to account 2500-40015, Salaries-Part Time, due to vacancy savings from July 1 through January 31st in the Administrative Division of the Police Department.
11. Reduce \$13,987.35 to account 2500-40200, Fringe Benefits, due to vacancy savings from July 1 through January 31st in the Administrative Division of the Police Department.
12. Reduce \$22,963.60 to account 3100-40010, Salaries, due to vacancy savings from July 1 through January 31st in the Administrative Office of the Public Works.
13. Reduce \$24,998.74 to account 3200-40010, Salaries, due to vacancy savings from July 1 through January 31st in the Building Maintenance Division of the Public Works.
14. Reduce \$6,795.78 to account 3200-40200, Fringe Benefits, due to vacancy savings from July 1 through January 31st in the Building Maintenance Division of the Public Works.
15. Reduce \$20,577.28 to account 3400-40010, Salaries, due to vacancy savings from July 1 through January 31st in the Right-Of-Way Division of the Public Works.
16. Reduce \$7,857.60 to account 3400-40200, Fringe Benefits, due to vacancy savings from July 1 through January 31st in the Right-Of-Way Division of the Public Works.
17. Reduce \$36,564.99 to account 3600-40010, Salaries, due to vacancy savings from July 1 through January 31st in the Sustainability Division of Public Works.
18. Reduce \$12,915.15 to account 3600-40200, Fringe Benefits, due to vacancy savings from July 1 through January 31st in the Sustainability Division of Public Works.
19. Reduce \$25,937.97 to account 3900-40010, Salaries, due to vacancy savings from July 1 through January 31st in the City Engineering's Office of Public Works.
20. Reduce \$16,882.14 to account 4400-40015, Salaries- Part Time, due to vacancy savings from July 1 through January 31st in the Community Programs of the Recreation Department.
21. Reduce \$13,577.84 to account 4400-40200, Fringe Benefits, due to vacancy savings from July 1 through January 31st in the Community Programs of the Recreation Department.
22. Reduce \$43,869.83 to account 4800-40010, Salaries, due to vacancy savings from July 1 through January 31st in the Takoma Park Community Center of the Recreation Department.

23. Reduce \$11,184.80 to account 4800-40200, Fringe Benefits, due to vacancy savings from July 1 through January 31st in the Takoma Park Community Center of the Recreation Department.
24. Reduce \$19,549.74 to account 5500-40015, Salaries- Part Time, due to vacancy savings from July 1 through January 31st in the HCD Administration Office.
25. Reduce \$5,978.05 to account 5500-40200, Fringe Benefits, due to vacancy savings from July 1 through January 31st in the HCD Administration Office.
26. Reduce \$73,213.20 to account 5800-40010, Salaries, due to vacancy savings from July 1 through January 31st in the Housing and Community Services.
27. Reduce \$30,915.63 to account 5800-40200, Fringe Benefits, due to vacancy savings from July 1 through January 31st in the Housing and Community Services.
28. Reduce \$34,641.63 to account 5900-40010, Salaries, due to vacancy savings from July 1 through January 31st in the Code Enforcement Division.
29. Reduce \$16,185.65 to account 5900-40200, Fringe Benefits, due to vacancy savings from July 1 through January 31st in the Code Enforcement Division.

Special Revenue Fund - Transfers

1. Transfer \$37,885 from 0010-39162, New Avenue Bikeway A Revenue to account 0010-39163, New Avenue Bikeway B Revenue, to provide funds for Bikeway B project which is ahead of the schedule.
2. Transfer \$37,885 from 0010-68029, New Avenue Bikeway A Expenditure to account 0010-68030, New Avenue Bikeway B Expenditure, to provide funds for Bikeway B project which is ahead of the schedule.

Special Revenue Fund – Revenues

1. Appropriate \$10,000 to account 0010-33760, Pepco Grant, to provide fund for new grant for the restoration of Circle Woods.
2. Appropriate \$304,000 to account 0010-38340, Kim Lamp-Maple Avenue Complete Streets, to provide fund for the new grant for the design and construction of the Maple Ave Connectivity Project.
3. Appropriate \$4,898 to account 0010-33670, MD State Arts Grant A, to provide fund to assist the existing arts operational programming.
4. Appropriate \$7,530 to account 0010-33671, MD State Arts Grant B, to provide fund to assist the existing arts operational programming.

Special Revenue Fund – Expenditures

1. Appropriate \$10,000 to account 0010-68024, Pepco Grant, to provide funds for new grant for the restoration of Circle Woods.

2. Appropriate \$304,000 to account 0010-71880, Kim Lamp-Maple Avenue Complete Streets, to provide fund for the new grant for the design and construction of the Maple Ave Connectivity Project.
3. Appropriate \$4,898 to account 0010-68020, MD State Arts Grant A, to provide fund to assist the existing arts operational programming.
4. Appropriate \$7,530 to account 0010-68021, MD State Arts Grant B, to provide fund to assist the existing arts operational programming.

ARPA Fund – Expenditures

1. Reduce \$92,200 from account 0070-61044, Document Management Platform, project delayed due to insufficient staff capacity to complete the project in the current fiscal year and funds will be repurposed in Fiscal Year 2024.
2. Reduce \$100,000 from account 0070-61051, Workforce Development, project delayed due to insufficient staff capacity to complete the project in the current fiscal year and funds will be repurposed in Fiscal Year 2024.
3. Reduce \$250,000 from account 0070-61052, Crossroads Business Incubator, project delayed due to insufficient staff capacity to complete the project in the current fiscal year and funds will be repurposed in Fiscal Year 2024.
4. Reduce \$125,000 from account 0070-61048, Social Services-Grants to Non-Profit, project delayed due to insufficient staff capacity to complete the project in the current fiscal year and funds will be repurposed in Fiscal Year 2024.

SECTION 2. This Ordinance shall become effective upon adoption.

Adopted this _____ by Roll-Call vote as follows:

AYE:

NAY:

ABSTAIN:

ABSENT: