

Introduced by: Councilmember Schultz

First Reading: November 10, 2014

Second Reading: November 24, 2014

**CITY OF TAKOMA PARK, MARYLAND  
ORDINANCE NO. 2014-64**

**FY 2015 BUDGET AMENDMENT NO. 2**

- WHEREAS, the Fiscal Year (FY) 2015 budget was adopted by the City Council on May 19, 2014 and amended on July 28, 2014; and
- WHEREAS, since this date, certain events have transpired that require modification to the FY 2015 budget as amended; and
- WHEREAS, monies to pay for an overlap in the Finance Director position are needed to allow for a smooth transition when the current Finance Director retires in June 2015; and
- WHEREAS, monies to pay for the first phase of employee compensation increases (based on the results of the 2014 Classification and Compensation Study by Condrey and Associates) need to be allocated; and
- WHEREAS, monies for an IT intern need to be increased to provide additional assistance; and
- WHEREAS, monies for community development intern salaries need to be transferred from one account to another to correct a coding error; and
- WHEREAS, City grant funds need to be adjusted by carrying over funds for the TPPC Community Kitchen and EduCare from FY 2014 due to grant agreements being extended through October 2014 and by transferring a matching incentive for the Old Takoma Business Association and Takoma-Langley Crossroads Development Authority from one account to another; and
- WHEREAS, the budget line for the CDBG-funded Re-Building Together program needs a minor adjustment due to a coding error; and
- WHEREAS, monies for the Takoma Junction Lot Survey need to be carried over from FY 2014 resulting from a delay due to an error in property records; and
- WHEREAS, monies for the Ethan Allen Streetscape project need to be carried over from FY 2014 to complete engineering and design work; and

WHEREAS, monies for the installation of operating software for the pay station at the Takoma Junction parking lot need to be carried over from FY 2014 due a delay in completing the project; and

WHEREAS, the budget for the Safe Routes to School program needs to be increased due to the receipt of Grant Year G Funds; and

WHEREAS, monies need to be allocated for connecting the MacLab into the City’s network to allow City TV staff to directly upload video edited at that location; and

WHEREAS, the budget for the existing financial system needs to be increased to allow the system to be transferred to a more secure operating system; and

WHEREAS, the budget for the new financial system needs to be increased to pay for an additional server; and

WHEREAS, monies for the IT Assessment and Strategic Plan need to be carried over from FY 2014; and

WHEREAS, monies for the Energy Efficiency Improvements need to be carried over from FY 2014, with offsetting revenue from the Maryland Energy Administration grant and rebates from PEPCO; and

WHEREAS, monies need to be allocated for emergency HVAC repairs that were completed in July; and

WHEREAS, the budget for the Flower Avenue project needs to be amended to show the cost of water main design work for which the City will be reimbursed by WSSC; and

WHEREAS, monies need to be allocated to purchase a video sharing system to allow businesses and residents to share video files with the Police Department to assist in investigating crimes.

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

SECTION 1. The Fiscal Year 2015 Budget is amended as follows:

**General Fund – Transfers**

1. Transfer \$60,000 to 1130-4010, Accounting Salaries, and \$27,000 to 1130-4020, Accounting Fringe Benefits, from the account 9000-7010, General Fund Contingency Fund, to provide funds for an overlap in the Finance Director position during the transition period to a new Director.
2. Transfer \$45,800 from 5500-4011, Community Development Administration Intern Salaries, to account 5400-4011, Community Development Intern Salaries, to correct a coding error.

3. Transfer \$10,000 from 9000-7150 , Non-Departmental Grants, to account 5400-6140, Community Development Contracts, for the matching incentive fund for the Old Takoma Business Association and Takoma-Langley Commercial Development Authority.

### **General Fund – Expenditures**

1. Appropriate \$5,250 to account 1130-4010, Accounting Salaries, and \$2,360 to account 1130-4020, Accounting Fringe Benefits, to provide funds for employee wage increases.
2. Appropriate \$9,080 to account 1150-4010, Information System Salaries, and \$4,080 to account 1150-4020, Information System Fringe Benefits, to provide funds for employee wage increases.
3. Appropriate \$13,300 to account 1160-4010, Human Resources Salaries, and \$6,000 to account 1160-4020, Human Resources Fringe Benefits, to provide funds for employee wage increases.
4. Appropriate \$2,750 to account 1170-4010, City Clerk Salaries, and \$1,250 to account 1170-4020, City Clerk Fringe Benefits, to provide funds for employee wage increases.
5. Appropriate \$5,250 to account 2500-4010, Police Administrative Services Salaries, and \$2,350 to account 2500-4020, Police Administrative Services Fringe Benefits, to provide funds for employee wage increases.
6. Appropriate \$3,900 to account 3200-4010, Building Maintenance Salaries, and \$1,750 to account 3200-4020, Building Maintenance Fringe Benefits, to provide funds for employee wage increases.
7. Appropriate \$3,150 to account 3300-4010, Equipment Maintenance Salaries, and \$1,400 to account 3300-4020, Equipment Maintenance Fringe Benefits, to provide funds for employee wage increases.
8. Appropriate \$1,250 to account 3400-4010, Right of Way Salaries, and \$570 to account 3400-4020, Right of Way Fringe Benefits, to provide funds for employee wage increases.
9. Appropriate \$2,700 to account 3500-4010, Solid Waste Management Salaries, and \$1,200 to account 3500-4020, Solid Waste Management Fringe Benefits, to provide funds for employee wage increases.
10. Appropriate \$1,300 to account 3700-4010, City Gardens Salaries, and \$600 to account 3700-4020, City Gardens Fringe Benefits, to provide funds for employee wage increases.
11. Appropriate \$1,580 to account 4700-4010, After School Programs Salaries, and \$700 to account 4700-4020, After School Programs Fringe Benefits, to provide funds for employee wage increases.
12. Appropriate \$4,120 to account 5100-4010, Code Enforcement Salaries, and \$1,850 to account 5100-4020, Code Enforcement Fringe Benefits, to provide funds for employee wage increases.
13. Appropriate \$12,230 to account 5400-4010, Community Development Salaries, and \$5,500 to account 5400-4020, Community Development Fringe Benefits, to provide funds for employee wage increases.
14. Appropriate \$1,330 to account 5800-4010, Affordable Housing Salaries, and \$1,080 to account 5800-4020, Affordable Housing Fringe Benefits, to provide funds for employee wage increases.
15. Appropriate \$9,670 to account 6000-4010, Media Salaries, and \$4,350 to account 6000-4020, Media Fringe Benefits, to provide funds for employee wage increases.

16. Appropriate \$4,400 to account 7000-4010, Library Salaries, and \$1,980 to account 7000-4020, Library Fringe Benefits, to provide funds for employee wage increases.
17. Appropriate \$16,770 to account 9000-7150, Non-Department Grants, for extension of grant agreements with the TPPC Community Kitchen and EduCare.
18. Appropriate \$4,400 to account 5400-6140, Community Development Contracts, to pay for the Takoma Junction Lot Survey.
19. Appropriate \$5,000 to account 1150-4011, Information Systems Intern Salaries, to pay for additional intern services.
20. Appropriate \$20,000 to account 1150-6140, Information Systems Contracts, to pay balance of cost for the IT Assessment and Strategic Plan.
21. Appropriate \$69,130 to account 9100-8000, Capital Expenditures, to pay balance of engineering and design work for the Ethan Allen Streetscape.
22. Appropriate \$11,780 to account 9100-8000, Capital Expenditures, to pay for the installation of operating software for the Takoma Junction parking lot pay station.

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

1. Appropriate \$30 to account 0010-3362, Single Family Program, to correct a coding error in the Re-Building Together program.
2. Appropriate \$152,377 to account 0010-3921, Safe Routes to School, due to the awarding of Grant Year G funds.
3. Appropriate \$49,135 to account 0010-3352, Maryland Energy Assistance, for Maryland Energy grant funds and PEPCO rebates for the Energy Efficiency Improvements program.
4. Appropriate \$263,215 to account 0010-3693, Washington Suburban Sanitary Commission, for funds to be received from WSSC for Flower Avenue water main design work.

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

1. Appropriate \$30 to account 0010-6808, Single Family Program, to correct a coding error in the Re-Building Together program.
2. Appropriate \$152,377 to account 0010-7211, Safe Routes to School, for use of Grant Year G funds.
3. Appropriate \$49,135 to account 0010-7173, Maryland Energy Assistance, for the Energy Efficiency Improvements program.
4. Appropriate \$263,215 to account 0010-8020, WSSC Street Repairs, for Flower Avenue water main design work.
5. Appropriate \$26,958 to account 0010-7241, Cable Grant, for emergency HVAC repairs.
6. Appropriate \$3,000 to account 0010-7241, Cable Grant, for MacLab connection to City Network.
7. Appropriate \$3,250 to account 0010-7241, Cable Grant, for transfer of current financial system to Red Hat Operating System.
8. Appropriate \$5,600 to account 0010-7241, Cable Grant, for a server for the new financial system.

## **Speed Camera Fund – Expenditures**

1. Appropriate \$12,750 to account 0060-7120, Safety Projects, for a video sharing system.

SECTION 2. The City's Capital Improvement Program for FY 2015 shall be amended to reflect the aforementioned changes in the General Fund budget.

SECTION 3. The use of an additional \$ 245,360 in General Fund fund balance is authorized to supplement other fund revenues and financing services.

SECTION 4. This Ordinance shall become effective upon adoption.

Adopted this 24th day of November, 2014 by Roll Call vote as follows:

AYE:	Williams, Grimes, Male, Stewart, Seamens, Smith, Schultz
NAY:	None
ABSTAIN:	None
ABSENT:	None