

Introduced by: Councilmember Small

First Reading: June 5, 2024  
Second Reading: June 12, 2024  
Effective Date: June 12, 2024

**CITY OF TAKOMA PARK, MARYLAND**

**ORDINANCE NO. 2024-13**

**FISCAL YEAR 2024 BUDGET AMENDMENT NO. 4**

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

WHEREAS, since this date, some expenditures have deviated from the original projections, necessitating adjustments to the Fiscal Year 2024 budget. Additionally, unforeseen operational needs have emerged that were not accounted for in the Fiscal Year 2024 budget. This includes an emergency purchase of a compressor and the new COVID Library Relief grant awarded in the Special Revenue Fund. Additionally, the City received a dividend distribution from Chesapeake Employers Insurance; however, this revenue increase is offset by a reduction in the Cable Franchise Fee. The substantial decrease in speed camera violations and delayed implementation of the Red-Light Camera Program, ~~which~~ directly impact the revenue and expenditures of the Speed and Red-Light Camera Fund; 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, amounts in parentheses ( ) denote a decrease in expenditure and an increase in revenue, which typically have a positive impact on reserve balances. Conversely, amounts not in parentheses signify an increase in expenditure and a decrease in revenue. Within the Special Revenue Fund (SRF), any increases in grant expenditure must align with corresponding revenue increases (grant reimbursements) within the same fiscal or accounting period. Please refer to the 'Reason for Amendment' column for detailed descriptions of budget items. Items highlighted in light orange denote additional budget increases or decreases for the period.

| Department/Division                           | Funding Source       | Account Title             | Reason for Amendment                                   | Amount*        |
|---|----------------------|---------------------------|--|----------------|
| <b>Special Revenue Fund</b>                   |                      |                           |  |                |
| Revenue                                       | Special Revenue Fund | COVID Library Relief Fund | Adjustment to the revenue due to new grant awarded     | (\$500)        |
| <b>Special Revenue Fund Revenue Total</b>     |                      |                           |  | <b>(\$500)</b> |
| Expenditure                                   | Special Revenue Fund | COVID Library Relief Fund | Adjustment to the expenditure due to new grant awarded | \$500          |
| <b>Special Revenue Fund Expenditure Total</b> |                      |                           |  | <b>\$500</b>   |
| <b>Special Revenue Fund Subtotal</b>          |                      |                           |  | <b>\$0</b>     |

| Department/Division  | Funding Source                | Account Title                     | Reason for Amendment   | Amount*            |
|--|-------------------------------|-----------------------------------|--|--------------------|
| <b>General Fund</b>  |                               |                                   |  |                    |
| Revenue  | General Fund                  | Miscellaneous Income              | Dividend distribution by Chesapeake Employers Insurance based on City's prior year insurance claim history | (\$166,186)        |
| Revenue  | General Fund                  | Cable Franchise Fee               | Reduction to the revenue due to significant decrease in Comcast cable subscribers                          | \$26,030           |
| <i>General Fund Revenue Total</i>                          |                               |                                   |  | <i>(\$140,156)</i> |
| Expenditure  | General Fund                  | Equipment Replacement Expenditure | Budget increase due to emergency replacement for compressor  | \$9,279            |
| <i>General Fund Expenditure Total</i>                      |                               |                                   |  | <i>\$9,279</i>     |
| <b>General Fund Subtotal</b>                               |                               |                                   |  | <b>(\$130,877)</b> |
| <b>Speed &amp; Red-Light Camera Revenue</b>                |                               |                                   |  |                    |
| Revenue  | Speed & Red-Light Camera Fund | Speed Camera Fines                | Reduction to the revenue due to reduced violations from five speed cameras                                 | \$290,000          |
| Revenue  | Speed & Red-Light Camera Fund | Red-Light Camera Fines            | Reduction to the revenue due to delayed implementation of the Red-Light Camera Program                     | \$1,300,000        |
| <i>Speed &amp; Red-Light Camera Fund Revenue Total</i>     |                               |                                   |  | <i>\$1,590,000</i> |
| <b>Speed &amp; Red-Light Camera Expenditure</b>            |                               |                                   |  |                    |
| Expenditure  | Speed & Red-Light Camera Fund | Speed Camera Contract             | Expenditure savings due to reduced operation costs by placing five speed cameras out of service            | (\$33,490)         |
| Expenditure  | Speed & Red-Light Camera Fund | Red-Light Camera Contract         | Expenditure savings due to delayed implementation of the Red-Light Camera Program                          | (\$266,700)        |
| Expenditure  | Speed & Red-Light Camera Fund | Red-Light Camera Contract         | Expenditure savings due to reduced promotional cost  | (\$9,000)          |
| Expenditure  | Speed & Red-Light Camera Fund | Safety Projects                   | Expenditure savings due to reduced operation cost in Safety Projects                                       | (\$9,000)          |
| Expenditure  | Speed & Red-Light Camera Fund | Recruit & Applicant Processing    | Expenditure savings due to reduced operation cost in applicant processing                                  | (\$10,000)         |
| Expenditure  | Speed & Red-Light Camera Fund | Cell Phone                        | Expenditure savings due to reduced cell phone cost   | (\$18,000)         |
| <i>Speed &amp; Red-Light Camera Fund Expenditure Total</i> |                               |                                   |  | <i>(\$346,190)</i> |
| <b>Speed &amp; Red-Light Camera Fund Subtotal</b>          |                               |                                   |  | <b>\$1,243,810</b> |
| <b>Grand Total</b>   |                               |                                   |  | <b>\$1,112,933</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-Transfers**

1. Transfer \$12,000 in expenditure from account 7000-40010, Salaries, to account 7000-40800, Supplemental Assistance, to cover personnel costs in the Computer Center. This transfer is necessary due to a staff member's extended medical leave.

**General Fund – Revenues**

1. Appropriate \$166,186 to account 0001-36800, Miscellaneous Income, due to the divided distribution from Chesapeake Employers Insurance.
2. Reduce \$26,030 to account 0001-33500, Cable Franchise Fee, due to the decrease in cable subscriber.

**General Fund – Expenditures**

1. Appropriate \$9,279 to account 9100-80003, Equipment Replacement Expenditure, due to the emergency replacement of the compressor.

**Special Revenue Fund – Revenues**

1. Appropriate \$500 to account 0010-33750, COVID Library Relief Fund, due to the new grant awarded.

**Special Revenue Fund – Expenditures**

1. Appropriate \$500 to account 0010-71800, COVID Library Relief Fund, due to the new grant awarded.

**Speed & Red-Light Camera Fund – Revenues**

1. Reduce \$1,300,000 to account 0060-35220, Red-Light Camera Fines, due to the delayed implementation of the Red-Light Camera Program.
2. Reduce \$290,000 to account 0060-35210, Speed Camera Fines, due to the reduced revenue received from Speed Camera violations.

**Speed & Red-light Camera Fund – Expenditures**

1. Reduce \$266,700 to account 0060-61042, Red-Light Camera Contract, due to the delayed implementation of the Red-Light Camera Program.
2. Reduce \$33,490 to account 0060-61040, Speed Camera Contract, due to reduced operating contract cost for servicing the Speed Cameras.
3. Reduce \$9,000 to account 0060-71200, Safety Projects, due to the reduced operating cost for Safety Projects.
4. Reduce \$9,000 to account 0060-61040, Speed Camera Contract, due to reduced promotional cost.
5. Reduce \$18,000 to account 0060-62008, Cell Phone, due to reduced cell phone cost.

- 6 Reduce \$10,000 to account 0060-70090, Applicant Processing, due to reduced operating cost for applicant processing.

SECTION 2. This Ordinance shall become effective upon adoption.

Adopted this 12<sup>th</sup> day of June, 2024 by Roll-Call vote as follows:

AYE: Fulcher, Dyballa, Gibson, Seamens, Honzak, Small, Searcy

NAY: None

ABSTAIN: None

ABSENT: None