



TOWN MEETING
May 12, 2022
8:00 PM

AGENDA

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Approval of Agenda**
4. **Consent Agenda**
 - **Approval of Minutes** (Council Meeting – April 14, Work Session – April 28, Budget Meeting – April 4)
 - **Variance Request:** Railing in front of 1706 62nd Ave
5. **Resident Input** – Public comment period on items not on the agenda. All comments are limited to 3 minutes. Residents are asked to please state name and ward.
6. **Committee Reports**
 - Recreation Council
 - Green Infrastructure Committee
 - Cheverly Day Committee
 - Planning Board
 - Board of Elections
7. **AANHPI Proclamation** - Mayor & Council will read proclamation in honor of Asian American Pacific Islander Heritage Month
8. **CYTR (Constant Yield Tax Rate)** – Mayor and Council will vote on tax rate for FY23 budget.
9. **Final Budget Review** - Mayor & Council will review proposed final budget.
10. **Ordinance 2022-04 - FY23 Budget** – First reading
11. **Town Administrator Report** – Town Administrator will provide a report to the Mayor and Council regarding Town operations and a summary of actions taken
12. **Police Report** – Chief Miller will give monthly report
13. **Public Works Report** – Director Brayman will give update on the Department of Public Works.
14. **Review of May Work session Meeting agenda and future requests** and Town Administrator will offer a forecast of the April Work Session Meeting agenda. Mayor will seek Council input on agenda items for consideration for future meetings.
15. **Mayor and Council Announcements** – Opportunity for Mayor and Council to share community happenings and events. The mayor will afford each elected official up to five minutes to speak. Unused time may not be transferred, and formal council business will not be conducted.
16. Adjourn



(*) denotes an agenda item requiring action (typically expressed by a vote) of Mayor and Council.

*In addition to general Resident Input, for regular meetings, as part of action items, presentations and discussion items on the agenda, residents seeking to speak will be recognized by the presiding officer. Residents may speak once, for no more than three minutes on each eligible agenda item.

Please Note: Pursuant to the Annotated Code of Maryland, State Government Article Section 10-508(a), the Council by majority vote may retire to executive or closed session at any time during the meeting. Should the Council retire to executive or closed session; the mayor will announce the reasons and a report will be issued at a future meeting disclosing the reasons for such session.

Topic: Cheverly Town Meeting

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/84025983118?pwd=cEhsbmU2aEs5MGViaGjnWVh6c1h6UT09>

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Passcode: 213079

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US: +1 301 715 8592



TOWN MEETING
April 14, 2022
8:00 PM

Minutes

Call to Order

Meeting called to order at 8:00 pm via Zoom.

In attendance: Mayor Munyeneh, Council Members Nettles, Watson, McCann, , Garces and Fry , Council Member Dalaker Excused

Town Attorney: Jason Deloach

Staff: Town Administrator – Dylan Galloway, Assistant to the Town Administrator -Priscilla Matthews Town Accountant – Mike Lightfield, Director of Public Works – Steve Brayman, Chief of Police – Carl Miller, Town Clerk – Giselle Richards,

Pledge of Allegiance: Led by Micah Watson

Approval of Agenda

Motion to Approve the Agenda: by CM Fry seconded by CM Nettles. Approved unanimously.

Motion to Approve the Consent Agenda: by CM Dalaker seconded by CM Nettles. Approved unanimously.

Items on the Consent Agenda:

- **Approval of Minutes** (Work Session - March 24, Budget Meeting - March 22, April 4)

Resident Input –

- Camila – Concerned about the noise from gardening power tools. Would like the town to consider switching equipment from gas to electric, structured hours for landscaping and planting more native plants on town properties.
- Mike Clausser Ward 2– Concerned that his request was not able to be fulfilled because his request came in late but there is no published deadline for requests. Also concerned that he was denied joining the planning board due to his skin color or gender.
- Fred Price Ward 4 – Satisfied with the presence and positive interactions with the Police Department. Concerned about the condition of restrooms at Boyd Park.
- Mr. Del Franca – Ward 6 – Concerned about noise in the town, especially air pollution from gas powered landscaping tools.

Committee Reports

Recreation Council: Sheila Salo – Virtual community air quality meeting coming up to find out what MDE is doing regarding air quality in Cheverly and how to communicate with them.

Green Infrastructure Committee: No updates.

Cheverly Day Committee: Megan Daly – Cheverly Day will be held in October due to feedback from residents. Volunteer opportunities available. Students can volunteer for community service hours.

Planning Board: No updates.

Board of Elections: Robin Kaye – Reminder that election day for mayor and council members in Wards 4 & 5 is 5/2/22. Mail in ballot applications must be received by 4/29/22. Ballots must be returned to town hall by 8pm on election day. BOE is seeking election judges for 2 wards and volunteers. There will be no ballot drop off box this year. Voter registration drives on 4/23/22. Deadline to run as a certified write in candidate is 4/29/22.

7. **Presentation from Keller Construction** – Mr. Otto & Mr. Tremble provided an update on new Public Works Building
8. ***HVAC Contract Police Heat and Air** (Jimmy Gusky)
 - *Motion to allow Mr. Galloway to proceed with contract for new HVAC system for police department made by CM Watson. 2nd by CM Nettle. Approved unanimously*
9. **Public Works building bonding discussion** - Attorney Lindsey Rader provided an overview of municipal bonding and municipal financial advisor Jennifer Diercksen.
 - *Motion to allow TA to begin applying for CDA option for financing made by CM McCann. 2nd by CM Nettles. Approved unanimously*
10. **Arbor Day Proclamation** – Read by Mayor Munyeneh
11. ***Approval of Employment Agreement for Chief of Police-**
 - *Motion to approve employment agreement made by CM McCann. 2nd by CM Dalaker. Approved unanimously.*
12. **Fence Ordinance Amendment** – Ordinance - Fence Special Exceptions read by Mayor Munyeneh
 - *Motion to adopt Ordinance 2022-03 made by CM Watson. 2nd by CM Dalaker. Approved unanimously*
13. **Traffic Calming Ordinance** – Ordinance 2022-02 -Traffic Calming read by Mayor Munyeneh
 - *Motion to accept changes made to Ordinance 2022-02 -Traffic Calming made by CM Nettles. 2nd by CM Dalaker. Approved unanimously*
14. **Town Administrator Report** –
 - Permit for town park pavilion has been received by the town.
 - Annexation update: Consultants are doing work and will provide an update soon.
 - Bike trail update: in conversation with stakeholders (SHA, County & Bladensburg). Mr. Patton of NPCC will come to town work session to provide feedback to town and show support. Arranging meeting with Craftsman group for possibility of
 - Public works has installed crosswalks at Kilmer Park
15. **Police Report** – Chief Miller provided report for police department.

16. Public Works Report – Director Brayman provided report for public works department.

- Work is being done on catch basin on Cheverly Ave

17. Review of April Work session Meeting agenda and future requests

- Mayor would like update from Ms. Martin regarding PD complaints board -May town meeting
- Bike Trail discussion-TA
- Updates from wards 5 & 6 regarding Cheverly Station Apt
- Feasibility of pathway from ward 5 & Ward 4 to metro – Maybe
- Special Meeting on Noise (Not in work session maybe tie into meeting with MDE) – Mayor (TA said maybe June)
- Election Judges - Watson

18. Mayor and Council Announcements –

- Casino Night @ St Ambrose – McCann
- Wild Anacostia @ Legion, Plant swap & -Nettles
- 4 Ward Civic association meeting
- CYTR Hearing on May 10
- Candidate forum by Ward 4
- CACOO Candidate forum on 4-24-22

Adjourn: by CM McCann at 11:44pm, seconded by CM Watson. Approved anonymously.



WORKSESSION
April 28, 2022
7:30 PM

Minutes

Call to Order:

Meeting called to order at 7:32 pm via Zoom.

In attendance Mayor Munyeneh, Council Members Nettles, Watson, McCann, Dalaker, Garces, Fry

Town Attorney: Jason DeLoach

Staff: Town Administrator – Dylan Galloway, Assistant to Town Administrator – Priscilla Matthews, Public Works Director – Steve Brayman, Police Chief – Carl Miller, Town Clerk – Giselle Richards,

Pledge of Allegiance and Flag: CM Ted McCann

- 1. Move to move agenda # 7 to 3a made by CM McCann. 2nd by CM Fry**
 - **Approved unanimously**
- 2. Move to remove agenda # 5 made by CM McCann, 2nd by CM Nettles**
 - **Approved unanimously**
- 3. Town Administrator Update - Town Administrator Galloway - provided a report to the Mayor and Council.**
 - Working to get MOU with State Highway for maintenance on intersections at Columbia Park Rd & Metro entrance and Rt 50 entrance/exit ramps.
 - Boyd Park restrooms update: Should have recommendation at next meeting due to slow response in quotes
 - All Recreation will begin work on pavilion within two weeks
 - Met owner of Restaurant 55 and discussed what their usage of the building space next door to ensure that it is not an adult entertainment place. Parking was also an issue. Restaurant 55's liquor license was allowed to have a liquor license by liquor board.
- 4. Hiker/Biker Pathway Discussion – Mr. Patten from Parks & Recreation & Laura Connelly Northern Area Planner presented alignments of pathway. Recommends to request to**



State Highway for assistance. State Highway requests a letter of intent to evaluate two alignments. Provided a list of criteria for alignments.

CM McCann stated the challenge is getting across Kenilworth Ave

Mayor Munyeneh recommended creating a bike trail committee to ensure that there is consistency.

5. **Request for Variance** - Code Enforcement officer Redding presented variance request for railing in front of 1706 62nd Ave
6. Chief Miller reported on incident that happened on 4-27-22 in Ward 4 where 3 juveniles were apprehended after committing carjacking
7. **Presentation from Keller Construction** – Keller presented pricing for the new Public Works Building
 - Presented Design-Builder’s Proposal
 - Presented current schedule
 - Council will hold a special meeting on 5-3-22 at 7pm to vote on final spending cost
8. **Resolution 2-22 Election Judges** – Revised resolution naming election judges
 - Resolution 2-22 (revised) read by Mayor Munyeneh
 - Revised Ward 1 judge
 - Move to approve Resolution 2-22 as amended made by CM McCann. 2nd by CM Nettles. Approved unanimously
9. **Building Usage Policy** – CM Fry presented building usage policy
10. **Pathway to Ward 5 to Townhall Discussion** – still waiting on quotes due to advisement from engineers that the path that was discussed being wetland
11. **Update by CM Fry & Garces regarding Cheverly Station Apartments** -
 - CM Garces has been door knocking and was told that there is a trend that Hispanic community is being targeted by Ross Management by using intimidation tactics to discourage residents. Management is not responsive to resident concerns.
 - CM Fry recommended creating a way to communicate with the residents.
 - Rental inspections will begin 5-3-22
12. **Review of May Town Meeting agenda and future requests** -
 - Consent items
 - i. Safety rail for 1706 62nd Ave variance request
 - Proclamation Asian Heritage Month
 - Swearing in of Mayor & new council members



**13. Motion to adjourn at 10:20 pm made by CM McCann. 2nd by CM Garces
Approved unanimously.**

Constant Yield Certification

Residential Properties

| | Current Tax Rate | Constant Yield Rate |
|----------------|------------------|---------------------|
| | 0.4899 | 0.4715 |
| Total Revenue: | \$ 3,789,982 | \$ 3,647,861 |

Apartment Properties

| | Current Tax Rate | Constant Yield Rate |
|----------------|------------------|---------------------|
| | 0.6600 | 0.6358 |
| Total Revenue: | \$326,367 | \$ 314,390 |

CYTR Residential:

Ward 1, - Maintain Current
Ward 2 – Yield to CYTR
Ward 3 – Yield to CYTR
Ward 4 – Maintain Current
Ward 5 - Absent
Ward 6 – Maintain Current

Apartments:

Maintain Current
Maintain Current
Maintain Current
Maintain Current
Maintain Current

CYTR Hearing will be announced and held.

Adjourn: by CM Nettles, seconded by CM McCann. Approved anonymously.

REQUEST FOR VARIANCE AND SPECIAL EXCEPTION

Request Type: Variance Special Exception Approval of Required Safety Railing*

1. **Project Address:** 1706 62nd Ave, Cheverly, MD 20785 **Ward**

2. **Applicant:** Rental 888 Homes LLC/ Qin Zheng **Company:**

Address: 1706 62nd Ave, Cheverly, MD 20785

Phone #: 7035055268 **Email:** Qinazheng@gmail.com

3. **Property Owner:** Same as above

Address: 1114 ware st SW, vienna, VA 22180

Phone #: **Email**

4. **Contractor:** Same as above

Address: 6317 cottonwood dr, alexandria, VA 22310

Phone #: 7036241888 **Email:** Ericlee1532@gmail.com


5. **DETAILED PROJECT DESCRIPTION (additional information can be attached):**

Put metal railing at the front of the yard for safety

6. **County Permit#** **Variance/Board of Appeals#**

(Please attach copies of County Permit, Variance Application, and a Copy of Plans)

APPLICANT: I certify that the information supplied on this application is complete and accurate, and that the project described, if approved, will be completed in accordance with the conditions and terms of that approval.

SIGNATURE:  **DATE:** 4/14/2022

OWNER (if other than above): I have read and familiarized myself with the contents of this application and do hereby consent to its submission and processing.

SIGNATURE: **DATE:**

1708 62nd Ave
Cheverly, Maryland
Google
Street View - Jul 2012



PROPOSED
RAILING 6



Thursday, May 12, 2022

PROCLAMATION

ASIAN AMERICAN, NATIVE HAWAIIAN, & PACIFIC ISLANDER HERITAGE MONTH

RESOLUTION OF THE TOWN COUNCIL OF CHEVERLY, MARYLAND IN CELEBRATION AND RECOGNITION OF ASIAN AMERICAN, NATIVE HAWAIIAN, & PACIFIC ISLANDER HERITAGE MONTH MAY 2022

WHEREAS, the history of Asian Americans, Native Hawaiians, and Pacific Islanders in the United States is inextricably part of the American story; and

WHEREAS, the Asian American, Native Hawaiian, and Pacific Islander communities are an inherently diverse population, composed of more than 50 distinct ethnicities and more than 100 language dialects, wide-ranging socioeconomic characteristics, and distinct immigration patterns; and

WHEREAS, On October 5, 1978, President Jimmy Carter signed into Public Law 95-419 directing 7 days, starting on May 4, 1979, to be called "Asian/Pacific American Heritage Week"; and

WHEREAS, in 1990, Congress passed Public Law 101-283 which expanded the observance to a month, and in 1992, Congress passed Public Law 102-450 which designed May as Asian/Pacific American Heritage Month annually; and

WHEREAS, we recognize that Native Hawaiian and Pacific Islander communities have a different history in America, and we acknowledge and continue to celebrate the diverse contributions from both communities that enrich our American History; and

WHEREAS, the month of May is celebrated nationwide as Asian/Pacific American Heritage Month and Asian American, Native Hawaiian, & Pacific Islander Heritage Month to recognize the contributions and influence of Asian Americans, Native Hawaiians, & Pacific Islanders here in the United States; and

WHEREAS, the month of May was chosen to commemorate the immigration of the first Japanese to the United States on May 7, 1843, and to mark the anniversary of the completion of the transcontinental railroad on May 10, 1869, which was only completed due to the blood, sweat, and tears of the Chinese American immigrants who laid those tracks; and



Thursday, May 12, 2022

PROCLAMATION

ASIAN AMERICAN, NATIVE HAWAIIAN, & PACIFIC ISLANDER HERITAGE MONTH

WHEREAS, Asian Americans have been here long before the 1800's and it is known that the first Filipinas arrived in what is now the United States, Morro Bay, California in 1587; and

WHEREAS, according to the Bureau of the Census, the Asian American population grew faster than any other racial or ethnic group over the last decade, growing by nearly 7 million people who identify Asian between 2010 and 2020 and there are approximately 24 million residents of the United States who identify as Asian, Native Hawaiian, or other Pacific Islander, making up nearly 7 percent of the total population of the United States; and

WHEREAS, there are approximately over 463,000 residents of Maryland that identify as Asian, Native Hawaiian, or other Pacific Islander, making up over 7.5 percent of the total population of Maryland; and

WHEREAS, there are approximately over 50,000 residents of Prince George's County that identify as Asian, Native Hawaiian, or other Pacific Islander, making up over 5 percent of the total population of Prince George's County; and

WHEREAS, there are over 200 residents of the Town of Cheverly, Maryland that identify as Asian, Native Hawaiian or other Pacific Islander, making up almost 4 percent of the total population of the Town; and

WHEREAS, Maryland and Prince George's County have led in Asian American and Pacific Islander history with the election of Kinjiro Matsudaira as the Mayor of Edmonston, Maryland in 1927, the first Asian American mayor not only in Prince George's County and Maryland but in the mainland United States; and

WHEREAS, the Town of Cheverly elected its first Asian American Town council member as of 2019; and

WHEREAS, the Town of Cheverly appointed its first Asian American Vice Mayor as of 2021; and

WHEREAS, the Town of Cheverly hired its first Asian American Cheverly Police Department Officer as of 2021; and

WHEREAS, racism and prejudice toward AAPIs has always existed. Prominent examples include the "Yellow Peril," the Chinese Exclusion Act, the incarceration of 120,000



Thursday, May 12, 2022

PROCLAMATION

ASIAN AMERICAN, NATIVE HAWAIIAN, & PACIFIC ISLANDER HERITAGE MONTH

Japanese Americans during World War II, and the racism that Muslim Americans and those perceived to be Muslim American faced following 9/11; and

WHEREAS, since 2016 hateful rhetoric and damaging stereotypes were perpetuated by national leadership and normalized beyond that administrative term specifically related to COVID-19, use of anti-Asian terminology and rhetoric, such as the “Chinese Virus”, “Wuhan Virus”, and “Kung-flu” have increased anti-Asian stigma and resulted in AAPI being harassed, assaulted and scapegoated, and even murdered for the Covid-19 Pandemic; and

WHEREAS, according to Stop AAPI Hate, a national coalition aimed at addressing anti-Asian discrimination, from March 19, 2020, to December 31, 2021, a total of 10,905 hate incidents against Asian American and Pacific Islander (AAPI) persons were reported. Of the hate incidents reflected in this report, 4,632 occurred in 2020 (42.5%) and 6,273 occurred in 2021 (57.5%). Incidents have included physical assault, verbal harassment, shunning, workplace discrimination, refusal of service, and online harassment; and

WHEREAS, acts of hate and discrimination are antithetical to our values as residents of Cheverly and as Americans. As leaders, it is our duty to promote respect, inclusion, and a welcoming community for people of all races, national origins, and ethnicities in our community and beyond; and

WHEREAS, addressing anti-Asian sentiment requires collaboration with Black, Indigenous, Latino/a, and other marginalized communities to find long-term solutions to stop systemic racism, xenophobia, and violence in all our communities; and

WHEREAS, all residents deserve to be treated with dignity, respect, compassion, and justice regardless of race, religion, color, national origin, sex, age, income or economic status, language, political affiliation, military status, sexual orientation, or physical, mental or sensory ability; and

WHEREAS, all residents of Cheverly can play a role in establishing a safe and welcoming community by intervening and reporting instances of hate and discrimination. Reporting these incidents is critical to holding perpetrators accountable and fully addressing the issue; and

WHEREAS, the Town of Cheverly is committed to celebrate the diversity, progress, and achievements of the AANHPI community, not just in the Month of May but every day; and

NOW, THEREFORE, BE IT



Thursday, May 12, 2022

PROCLAMATION

ASIAN AMERICAN, NATIVE HAWAIIAN, & PACIFIC ISLANDER HERITAGE MONTH

Resolved, that the Cheverly Mayor & Town Council recognizes and acknowledges that Asian Americans, Native Hawaiians, & Pacific Islanders are Americans and that the contributions, achievements, and influence of the AANHPI communities must be celebrated not only during Asian American, Native Hawaiian, & Pacific Islander Heritage Month but also every day; and be it further

Resolved, that the Cheverly Mayor & Town Council condemns hate crimes, hateful rhetoric, and hateful acts against Asian Americans, Native Hawaiians, & Pacific Islanders and all marginalized communities of color, and we call on all of the Cheverly Community to do the same; and be it further

Resolved, that the Town of Cheverly recommits itself to inclusion and advancing equity and justice for the AANHPI Community and people of all races, national origins, religions, and ethnicities.

Date: Thursday, May 12, 2022

Attest: _____

Kayce Munyeneh
Mayor

Marverly Nettles
Councilmember

Joseph Dalaker
Councilmember

Micah Watson
Councilmember

Charly Garces
Councilmember

Ted McCann
Councilmember

Amy Fry
Councilmember

TOWN OF CHEVERLY, MARYLAND

OPERATING BUDGET
&
CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2023

July 1, 2022 to June 30, 2023

MAYOR

Kayce Simmons Munyeneh

TOWN COUNCIL

| | |
|---------------|-------------------------|
| Ward 1 | Marverly Nettles |
| Ward 2 | Micah Watson |
| Ward 3 | Ted McCann |
| Ward 4 | Joseph Dalaker |
| Ward 5 | Charly Garces |
| Ward 6 | Amy Fry |

| | |
|---------------------------------|-----------------------------|
| TOWN ADMINISTRATOR | - Dylan Galloway |
| TOWN ACCOUNTANT | - Mike Lightfield |
| TOWN TREASURER | - Priscilla Matthews |
| TOWN CLERK | - Giselle Richards |
| DIRECTOR OF PUBLIC WORKS | - Stephen Brayman |
| CHIEF OF POLICE | - Carl Miller |

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Town of Cheverly

FY23 Proposed Budget Summary

| Description | Actuals FY2020 | Actuals FY2021 | Budget FY2022 | Estimated Actuals FY2022 | Budget FY2023 |
|----------------------------------|-------------------|-------------------|-------------------|--------------------------------|-------------------|
| <u>REVENUE</u> | | | | | |
| Taxes | 5,487,991 | 5,915,882 | 5,321,500 | 5,321,500 | 5,601,649 |
| Licenses | 209,089 | 136,132 | 212,550 | 199,184 | 199,734 |
| Intergovernmental | 192,299 | 136,945 | 191,900 | 128,136 | 187,040 |
| Service Charges | 3,817 | 5,563 | 3,500 | 1,950 | 2,150 |
| Fines & Forfeitures | 630,747 | 628,062 | 558,800 | 615,572 | 616,000 |
| Interest & Dividends | 61,746 | 2,798 | 5,000 | 250 | 250 |
| Miscellaneous | 59,083 | 810,931 | 29,000 | 700 | 700 |
| TOTAL REVENUES | 6,644,772 | 7,636,313 | 6,322,250 | 6,267,292 | 6,607,523 |
| <u>EXPENDITURES</u> | | | | | |
| General Government | 1,385,596 | 1,563,688 | 2,234,950 | 1,578,200 | 1,786,875 |
| Public Safety - Police | 2,345,482 | 2,095,633 | 2,310,500 | 2,014,766 | 2,436,887 |
| Public Works - Admin & Divisions | 2,084,949 | 3,167,779 | 3,320,300 | 2,679,069 | 3,581,274 |
| Assigned Funds | | | | | |
| Restricted Funds (HUR Rollover) | | | | | |
| TOTAL EXPENDITURES | 5,816,027 | 6,827,100 | 7,865,750 | 6,272,035 | 7,805,036 |
| TOTAL SURPLUS / (DEFICIT) | 828,745 | 809,213 | -1,543,500 | -4,743 | -1,197,513 |
| FUND BALANCE | 4,234,098 | 5,043,311 | 3,499,811 | 5,038,568 | 3,841,055 |

Revenue

Proposed FY23 Budget

| Account # | Description | Audit FY2020 | Actuals FY2021 | Budget FY2022 | Estimated Actuals FY2022 | Budget FY2023 |
|--------------------------------------|------------------------------|------------------|-------------------|------------------|--------------------------------|------------------|
| <u>TAXES</u> | | | | | | |
| 400.100 | Real Estate Taxes | 3,715,196 | 3,978,719 | 3,836,200 | 3,836,200 | 4,116,349 |
| 400.105 | TPP Utilities | 123,835 | 126,339 | 120,000 | 120,000 | 120,000 |
| 400.110 | TPP Business | 303,966 | 467,751 | 300,000 | 300,000 | 300,000 |
| 400.115 | Local Income Taxes | 992,469 | 1,028,071 | 775,000 | 775,000 | 775,000 |
| 400.120 | Hotel/Motel Tax | 132,958 | 88,928 | 75,000 | 75,000 | 75,000 |
| 400.125 | Highway User | 212,585 | 225,056 | 214,000 | 214,000 | 214,000 |
| 400.130 | Bank Stock Tax | 1,340 | 0 | 1,300 | 1,300 | 1,300 |
| 600.135 | Liens | 5,642 | 1,018 | 0 | 0 | 0 |
| | Subtotal | 5,487,991 | 5,915,882 | 5,321,500 | 5,321,500 | 5,601,649 |
| <u>LICENSES & PERMITS</u> | | | | | | |
| 410.100 | Traders Licenses | 50 | 0 | 50 | 0 | 50 |
| 410.105 | Building Permits | 2,590 | 3,047 | 1,500 | 0 | 1,500 |
| 410.110 | Town Business Licenses | 1,675 | 2,062 | 1,000 | 2,500 | 1,500 |
| 410.115 | Rental Housing Licenses | 70,150 | 4,339 | 70,000 | 70,000 | 70,000 |
| 410.120 | Cable Television | 134,624 | 126,684 | 140,000 | 126,684 | 126,684 |
| | Subtotal | 209,089 | 136,132 | 212,550 | 199,184 | 199,734 |
| <u>INTERGOVERNMENTAL</u> | | | | | | |
| 420.105 | Program Open Space (POS) | 0 | 0 | 58,200 | 0 | 58,200 |
| 420.110 | Disposal Fee Rebate | 18,840 | 23,526 | 18,700 | 18,840 | 18,840 |
| 120.115 | Police Protection | 115,000 | 107,924 | 115,000 | 109,296 | 110,000 |
| 420.115 | Misc. Grants | 58,459 | 5,495 | 0 | 0 | 0 |
| | Subtotal | 192,299 | 136,945 | 191,900 | 128,136 | 187,040 |
| <u>SERVICE CHARGES</u> | | | | | | |
| 430.100 | Residential Parking | 519 | 323 | 600 | 150 | 150 |
| 430.105 | Special Trash/Appliances | 600 | 1,940 | 600 | 500 | 500 |
| 430.110 | Lot Maintenance Private Prop | 0 | 515 | 800 | 0 | 0 |
| 430.115 | Park Pavilion Fees | 1,548 | 210 | 500 | 300 | 500 |
| 430.120 | Mulch Delivery Fees | 1,150 | 2,575 | 1,000 | 1,000 | 1,000 |
| | Subtotal | 3,817 | 5,563 | 3,500 | 1,950 | 2,150 |

Revenue

Proposed FY23 Budget

| Account # | Description | Audit FY2020 | Actuals FY2021 | Budget FY2022 | Estimated Actuals FY2022 | Budget FY2023 |
|---------------------------------------|-----------------------------------|------------------|-------------------|------------------|--------------------------------|------------------|
| <u>FINES & FORFEITURES</u> | | | | | | |
| 440.100 | Parking Tickets | 4,990 | 1,012 | 5,000 | 500 | 1,000 |
| 440.105 | Municipal Infractions | 670 | 0 | 1,000 | 0 | 0 |
| 440.110 | Red Light Cameras | 616,639 | 612,095 | 500,000 | 600,072 | 600,000 |
| 440.115 | Speed Camera | 8,448 | 14,955 | 52,800 | 15,000 | 15,000 |
| | Subtotal | 630,747 | 628,062 | 558,800 | 615,572 | 616,000 |
| 450.100 | INTEREST & DIVIDENDS | 61,746 | 2,798 | 5,000 | 250 | 250 |
| <u>MISCELLANEOUS</u> | | | | | | |
| 460.100 | Sale of Fixed Assets | 1,900 | 100 | 1,500 | 0 | 0 |
| 460.105 | Insurance Reimbursement | 29,229 | 375,045 | | 0 | 0 |
| 460.110 | Compost/Rain Barrels | 2,266 | 4,129 | 2,500 | 500 | 500 |
| 460.115 | Misc. (copies, fax reports, etc.) | 22,408 | 46,827 | 25,000 | 200 | 200 |
| 460.120 | Other Police Revenue | 2,857 | 0 | | 0 | 0 |
| 460.125 | Vending Machine | 423 | 0 | | 0 | 0 |
| 460.130 | CARES Act Grant | 0 | 384,830 | | 0 | 0 |
| | Subtotal | 59,083 | 810,931 | 29,000 | 700 | 700 |
| TOTAL REVENUE | | 6,644,772 | 7,636,313 | 6,322,250 | 6,267,292 | 6,607,523 |

Expenditure Summary by Department

Proposed FY23 Budget

| Account # | Description | Audit FY2020 | Actuals FY2021 | Budget FY2022 | Estimated Actuals FY2022 | Budget FY2023 |
|----------------------------------|-----------------------------------|------------------|-------------------|------------------|--------------------------------|------------------|
| <u>General Government</u> | | | | | | |
| 505 | Contractual - Consulting Services | 257,481 | 230,354 | 507,100 | 254,433 | 241,600 |
| 510 | Non-departmental - Miscellaneous | 347,972 | 525,164 | 742,050 | 410,781 | 457,800 |
| 515 | Animal & Insect Control Programs | 183 | 1,547 | 1,200 | 1,700 | 200 |
| 520 | Cable Television - Govt. Channel | 21,230 | 34,569 | 101,500 | 95,500 | 114,500 |
| 525 | Mayor & Council | 151,262 | 132,163 | 146,900 | 128,004 | 139,000 |
| 530 | Administration | 469,499 | 546,851 | 656,400 | 640,325 | 766,675 |
| 535 | Appointed Committees | 29,154 | 89,993 | 79,800 | 47,457 | 67,100 |
| 540 | Debt Service | 108,815 | 3,047 | 0 | 0 | 0 |
| | Subtotal | 1,385,596 | 1,563,688 | 2,234,950 | 1,578,200 | 1,786,875 |
| <u>PUBLIC SAFETY</u> | | | | | | |
| 410 | Police Department | 2,345,482 | 2,095,633 | 2,310,500 | 2,014,766 | 2,436,887 |
| <u>Public Works</u> | | | | | | |
| 420.105 | Administration | 1,553,474 | 2,049,626 | 2,301,300 | 2,116,168 | 2,430,274 |
| 420.115 | Divisions | 531,475 | 1,118,153 | 1,019,000 | 562,901 | 1,151,000 |
| | Subtotal | 2,084,949 | 3,167,779 | 3,320,300 | 2,679,069 | 3,581,274 |
| TOTAL EXPENDITURES | | 5,816,027 | 6,827,100 | 7,865,750 | 6,272,035 | 7,805,036 |

BUDGET ACTIVITY DETAIL

GENERAL GOVERNMENT

VARIOUS ACTIVITIES / DIVISIONS

CONSULTING / CONTRACTUAL SERVICES: The Town contracts for various consulting services. Some services supplement the expertise of the staff and require technical expertise (includes: auditor; attorney, MSRA Administrative Cost Fee, software support, landscaping, external studies.).

Highlights from past Fiscal Year: COVID-19 resulted in expenses in the area of computer support, water mitigation engineers, and bond council.

Plans for the BUDGET Fiscal Year: The air quality study will continue. Arborist Consultant will be further engaged to address the tree canopy. Consultants and Public Works Contractors will be funded through ARPA funds. Consulting services for Complaints Board will continue in FY23.

Significant Budget Changes: Contract employees and the Public Works Contractors will be funded through ARPA funds.

NON-DEPARTMENTAL / MISCELLANEOUS: Several areas of General Government Expenditures are not associated with a specific department.

Highlights from past Fiscal Year: Municipal buildings have completely reopened, and the utility charges have significantly increased. Municipal Buildings Capital Outlay includes a new HVAC system for the Town Hall Gymnasium as well as maintenance repairs audio/visual upgrades, and roof.

Plans for the BUDGET Fiscal Year: Municipal Building Capital Outlay includes Phase 2 of the audio/visual project.

ANIMAL & INSECT CONTROL PROGRAMS: Animal Control is coordinated with the County Animal Control Commission and Facility with assistance from the Code Enforcement Officer and the Police. Insect Control measures include contractual spraying for mosquitoes and other pests (i.e.: gypsy moth, cankerworm, etc.) when necessary, with assistance from county and state programs.

Highlights from past Fiscal Year: Due to community feedback the program was suspended.

Plans for the BUDGET Fiscal Year: The Town decided to forgo this program this fiscal year.

CABLE TELEVISION GOVERNMENT CHANNEL (35) & (71): These allocations provide for the town's cable television government channel. The Town runs 24 hours a day information pages and provides live cable coverage of all regular council meetings. The character generator information pages are kept up to date by town staff. The set-up and broadcast of town meetings is handled by the Town Administrator and some Public Works staff. The hearing-impaired signer expenses and I-Net expenses are contained in this account.

Highlights from past Fiscal Year: As the Town responded to COVID-19, all Town Meetings became virtual and the need for ASL interpreters expanded as well.

Plans for the BUDGET Fiscal Year: The Town will continue to fund Professional Services at an average rate of \$3000/mo for ASL interpretation.

ITEM NARRATIVE

GENERAL GOVERNMENT

VARIOUS ACTIVITIES / DIVISIONS

CONSULTING / CONTRACTUAL SERVICES

Auditor: Includes contract costs for an annual audit, which includes a review of the financial transactions as well as recommendations for improved financial practices.

Legal Counsel: Includes the drafting and review of all Town Ordinances and Resolutions for legal sufficiency. Consultations regarding the legality of actions, proposed contracts and procedures.

Computer Support: Software support and offsite backup.

Landscaping Contract: Seasonal beautification around Town Hall and curb bumpouts, holiday decorations.

Contract Employee: This is a short term contractual position to serve as PW Project manager.

NON-DEPARTMENTAL - MISCELLANEOUS

Municipal Building Supplies & Maintenance: Purchase of cleaning supplies and other items for the operation of all municipal buildings.

Municipal Building Utilities: All municipal building utilities (water, gas, electric).

Municipal Building Liability Insurance: (Boiler/Mach/Prop/Excess/Environ).

ANIMAL & INSECT CONTROL PROGRAMS

Material & Supplies: Forms, animal control devices, etc.

Spraying Services: Contractual spraying (i.e. mosquitoes, Gypsy Moths, cankerworms, etc...)

CABLE TELEVISION GOVERNMENT CHANNEL

Materials, Supplies & Minor Equipment: Supplies and consumable items (such as tapes, repairs, etc.)

Professional Services: Provides for hearing impaired interpretation (signers) at Council meetings, and other events; transcription and streaming of town meeting minutes; contracted productions; technical consultants, Swagit internet posting services for Town Meetings, I-Net expenditures, etc.

Capital Outlay: Major equipment purchases.

General Government Activities / Divisions

FY23 Proposed Budget

| Account # | Description | Audit FY2020 | Actuals FY2021 | Budget FY2022 | Estimated Actuals FY2022 | Budget FY2023 | |
|--|--|-----------------|-------------------|------------------|--------------------------------|------------------|--------|
| <u>CONTRACTUAL - CONSULTING SERVICES</u> | | | | | | | |
| 505.100 | Auditors | 20,578 | 21,558 | 20,000 | 21,000 | 22,000 | |
| 505.105 | Legal Counsel Retainer | 135,658 | 80,471 | 90,000 | 90,000 | 90,000 | |
| 505.110 | Legal Other | 457 | 14,031 | 20,000 | 20,000 | 20,000 | |
| 505.115 | Computer Support | 54,498 | 78,554 | 115,000 | 62,500 | 70,000 | |
| 505.120 | Arborist Consultant | 5,100 | 21,590 | 34,100 | 34,100 | 34,100 | |
| 505.125 | Landscaping Contract | 850 | | 500 | 500 | 500 | |
| 505.130 | Contract Employees | 19,851 | 0 | 70,000 | | 0 | **ARPA |
| 505.135 | External Studies | 20,489 | 6,650 | 7,500 | 5,000 | 5,000 | |
| 505.140 | Specialty Consultants | 0 | 7,500 | 150,000 | 21,333 | 0 | **ARPA |
| | Subtotal | 257,481 | 230,354 | 507,100 | 254,433 | 241,600 | |
| <u>NON-DEPARTMENTAL - MISCELLANEOUS</u> | | | | | | | |
| 510.100 | Municipal Building Supplies and Maint. | 8,894 | 83,813 | 30,000 | 13,500 | 30,000 | **ARPA |
| 510.105 | Municipal Building Utilities | 33,749 | 30,889 | 35,000 | 35,000 | 35,000 | |
| 510.110 | Municipal Gen. Liability Insurance | 4,353 | 4,340 | 5,000 | 2,501 | 5,000 | |
| 510.115 | Vending Machine | 2,023 | | 750 | 0 | 1,500 | |
| 510.120 | Red Light Camera Contractor | 287,280 | 284,263 | 300,000 | 300,000 | 300,000 | |
| 510.125 | Speed Camera Contractor | 4,309 | 15,760 | 52,800 | 40,000 | 52,800 | |
| 510.130 | MD State Retirement Admin Fees | 7,364 | 6,268 | 8,500 | 8,500 | 8,500 | |
| 510.135 | Municipal Bldg. - Capital Out | 0 | 99,831 | 310,000 | 11,280 | 25,000 | |
| | Subtotal | 347,972 | 525,164 | 742,050 | 410,781 | 457,800 | |
| <u>ANIMAL & INSECT CONTROL PROGRAMS</u> | | | | | | | |
| 515.100 | Materials and Supplies | 183 | | 200 | 200 | 200 | |
| 515.105 | Mosquito Control Spraying | 0 | 1,547 | 1,000 | 1,500 | 0 | |
| | Subtotal | 183 | 1,547 | 1,200 | 1,700 | 200 | |
| <u>CABLE TELEVISION GOVT. CHANNEL</u> | | | | | | | |
| 520.100 | Supplies and Equipment | 0 | 0 | 500 | 500 | 500 | |
| 520.105 | Professional Services | 21,230 | 34,569 | 36,000 | 30,000 | 49,000 | |
| 520.110 | Cable Equipment - Capital | 0 | 0 | 65,000 | 65,000 | 65,000 | |
| | Subtotal | 21,230 | 34,569 | 101,500 | 95,500 | 114,500 | |
| TOTAL GENERAL GOVT. DIVISIONS | | 626,866 | 791,634 | 1,351,850 | 762,414 | 814,100 | |

BUDGET ACTIVITY DETAIL

GENERAL GOVERNMENT

MAYOR & COUNCIL

Description

The Mayor and Council is the governing body of the Town, elected by, and responsible to the residents for the operation of the Town. The Mayor and Council are responsible for municipal policies. The Council appoints the Town Administrator, Department Heads, Town Attorney, the Board of Election Supervisors, all standing advisory committees, special task force groups and study committees.

Highlights from past Fiscal Year The Town successfully completed the Strategic Planning Process. Mayor and Council attended a team building event and retreat. The Town’s website redesign, as well as redesign of Town Seal was completed. The Town newsletter is now available in Spanish.

Plans for the BUDGET Fiscal Year The Town anticipates on modernizing the election process.

| DETAIL - Personnel Services | BUDGET YR |
|------------------------------------|------------------|
| Position | SALARY |
| Mayor | 3,600 |
| Ward 1 councilmember | 2,400 |
| Ward 2 councilmember | 2,400 |
| Ward 3 councilmember | 2,400 |
| Ward 4 councilmember | 2,400 |
| Ward 5 councilmember | 2,400 |
| Ward 6 councilmember | 2,400 |
| | <u>18,000</u> |

LINE ITEM NARRATIVE

GENERAL GOVERNMENT

MAYOR & COUNCIL

Official Expenses

Expense Account for Mayor (\$75/per quarter) and Council (\$50/per quarter).

Constituent Service/Strategic Plan

Expenses related to long term planning for the Town of Cheverly, as well as Strategic Planning Consultant and Mayor and Council retreat.

Travel and Training

Mayor and Council attendance at the annual Maryland Municipal League Convention, and the fall Legislative Conference policy committees, State Agency Hearings, PGCMA legislative functions, Human Resources banquet, and County sponsored functions. Also includes funds for meeting sponsored by the Mayor and Council with State and County officials and other municipalities, and other Mayor & Council designated items.

Insurance

Provides for liability coverage in the event of litigation. Also provides for bonding of Town Administrator, Town Treasurer and Town Clerk.

Miscellaneous Materials & Supplies

Includes such incidental expenses such as floral arrangements, picture frames, gifts, awards, Xmas cards and holiday tree lighting festivities, etc.

Newsletter

Staff produces a camera-ready product. Costs include printing and bulk mail postage for 12 mailings per year.

Public Information

Printing costs for Town Code supplements, Maryland State Code supplements, bid ads, RFP'S, legal notices, fair summaries, and informational brochures for the public. Also includes internet and web page maintenance. Includes funding for See Click Fix.

Subscriptions and Memberships

Maryland Municipal League, Prince George's County Municipal Association, Maryland Mayor's Assn., Arbor Day Foundation, Public Service Commission of Maryland, etc.

Elections

To provide for public notification, election supervisors, rental of machines and other costs associated with the operation of the election.

Mayor & Town Council

FY23 Proposed Budget

| Account # | Description | Audit FY2020 | Actuals FY2021 | Budget FY2022 | Estimated Actuals FY2022 | Budget FY2023 |
|---|-------------------------------------|-----------------|-------------------|------------------|--------------------------------|------------------|
| <u>PERSONNEL SERVICES</u> | | | | | | |
| 525.100 | Mayor and Council Salaries | 18,000 | 18,600 | 18,000 | 18,600 | 18,600 |
| 525.105 | Retirement | 2,000 | 2,000 | 2,500 | 2,000 | 2,500 |
| 525.110 | M&C Social Security | 1,331 | 1,377 | 1,400 | 1,425 | 1,400 |
| 525.115 | Official Expenses | 1,450 | 575 | 1,500 | 2,362 | 1,500 |
| 525.120 | Consultant Service / Strategic Plan | 2,000 | 9,900 | 16,000 | 7,500 | 16,000 |
| <u>TRAVEL & TRAINING</u> | | | | | | |
| 525.125 | Meeting Attendance | 4,178 | 7,865 | 11,000 | 11,000 | 11,000 |
| <u>INSURANCE</u> | | | | | | |
| 525.130 | Public Officials Liability | 72,402 | 17,560 | 18,000 | 13,704 | 18,000 |
| <u>MISCELLANEOUS</u> | | | | | | |
| 525.135 | Materials Supplies and Equip | 1,882 | 2,115 | 3,500 | 1,100 | 2,500 |
| 525.140 | Newsletter | 21,919 | 30,258 | 30,000 | 26,750 | 30,000 |
| 525.145 | Public Information | 15,857 | 28,127 | 30,000 | 30,000 | 20,000 |
| <u>SUBSCRIPTION & MEMBERSHIP</u> | | | | | | |
| 525.150 | Public Officials Assoc. | 10,243 | 10,109 | 11,000 | 9,563 | 11,000 |
| <u>MUNICIPAL ELECTION</u> | | | | | | |
| 525.155 | Elections | 0 | 3,677 | 4,000 | 4,000 | 6,500 |
| TOTAL | | 151,262 | 132,163 | 146,900 | 128,004 | 139,000 |

BUDGET ACTIVITY DETAIL

GENERAL GOVERNMENT

ADMINISTRATION OFFICE

Description

The Town Administrator oversees the day-to-day operations and administrative offices, which includes the Administrative, Police and Public Works Departments. This office is responsible for personnel management; the effective management of all financial and administrative actions of the Town; implementing all policy matters established by the Mayor and Council and enforcement of all Town Ordinances. The Town Administrator is the Chief Administrative Officer and takes direction by action of the Mayor and the Council. The Town Administrator is responsible for preparing annual evaluations of the Chief of Police and Director of Public Works to be submitted to the Mayor and Council for review.

Highlights from past Fiscal Year

The Administrative staff transitioned to a hybrid option and have implemented the Communications Specialist position.

Plans for BUDGET Fiscal Year

The Town is adjusting several line items from departments to more accurately account for their usage. The Town is outsourcing accounting to an accountant consultant.

Significant Budget Changes

Most significantly, there are changes in staffing levels to provide better service to the Town. The Administration Office is taking into consideration all the potential economic consequences from the pandemic to create a way forward for the Town.

LINE ITEM NARRATIVE

GENERAL GOVERNMENT

ADMINISTRATION OFFICE

Travel and Training

Provides for attendance at seminars, area meetings concerning administrative and legislative matters as well as inter-agency relations including MNCPPC, WSSC, MML, County and State meetings. Includes annual ICMA conference and Maryland Managers Association. This also includes the International Code Compliance and Municipal Clerk Association dues and fees.

Retirement Enhancement

Approved matching funds for voluntary deferred compensation program.

Recruitment and Advertising

Advertising for all vacant positions.

Employee Assistance Program

To provide assistance and counseling to employees -- examples include the offering of Hepatitis B Series Vaccine, annual flu shots and measures to help employees stop smoking. Also includes physical examinations and drug screenings for employees and applicants for employment. Also includes eye glass reimbursement on a bi-annual basis.

Office Equipment Maintenance

Routine maintenance and emergency repair of office equipment such as: computers, copier, service & maintenance contracts for equipment, etc.

Materials, Supplies & Equipment

Supplies and minor equipment incidental to the daily operation of the office.

Miscellaneous

Purchase of other supplies.

Subscriptions and Memberships

Dues to the International Code Compliance, ICMA MMCA-MD Municipal Clerk's Assn, and MDGFOA; subscriptions to any journals or newspapers; Notary Commissions.

Capital Outlay - Office

Purchase and replacement of major office furniture and equipment.

General Government - Administrative Salaries

Proposed FY23 Budget

| Position | Classification | Budget Yr Salary |
|---------------------------------|-----------------------|-------------------------|
| Town Administrator | unclassified | \$ 133,900 |
| Assistant to Town Administrator | 13G | \$ 74,341 |
| Town Clerk | 12C | \$ 63,880 |
| Office Aide | 6E | \$ 45,092 |
| Communication Specialist | 11B | \$ 46,820 |
| Code Compliance | 9L2 | \$ 63,145 |
| Code Compliance (part-time) | 9A | \$ 24,197 |
| | | <u>\$ 451,375</u> |

General Government - Administration FY23 Proposed Budget

| Account # | Description | Audit FY2020 | Actuals FY2021 | Budget FY2022 | Estimated Actuals FY2022 | Budget FY2023 |
|------------------------------------|---|-----------------|-------------------|------------------|--------------------------------|------------------|
| <u>PERSONNEL SERVICES</u> | | | | | | |
| 530.100 | Admin Salaries and Wages | 312,788 | 341,405 | 380,600 | 387,356 | 451,375 |
| 530.105 | Overtime | 0 | 2,215 | 10,000 | 10,000 | 10,000 |
| 530.110 | Retirement | 22,434 | 27,980 | 29,000 | 26,170 | 29,000 |
| 530.115 | Retirement Supplement | 10,525 | 13,741 | 17,000 | 8,954 | 17,000 |
| 530.120 | Workers Compensation | 2,564 | 3,093 | 3,500 | 600 | 3,500 |
| 530.125 | Social Security | 22,817 | 26,812 | 27,000 | 30,130 | 35,300 |
| 530.130 | Hospitalization | 42,465 | 49,075 | 67,000 | 67,000 | 70,000 |
| 530.135 | Life Insurance | 1,057 | 1,730 | 2,200 | 2,200 | 2,200 |
| 530.140 | Unemployment | 847 | 485 | 200 | 200 | 200 |
| <u>STAFF DEVELOPMENT</u> | | | | | | |
| 530.145 | Travel and Training | 7,055 | 5,012 | 15,000 | 7,500 | 15,000 |
| 530.150 | Tuition Assistance | 0 | 0 | 15,000 | 3,000 | 15,000 |
| <u>INSURANCE COST</u> | | | | | | |
| 530.155 | Auto Ins/Excess Auto Liability | 5,934 | 484 | 2,500 | 2,500 | 2,500 |
| <u>COMMIDITIES</u> | | | | | | |
| 530.160 | Materials, Supplies & Equipment | 14,476 | 18,415 | 10,000 | 11,000 | 14,000 |
| 530.165 | Miscellaneous | 8,445 | 8,114 | 2,500 | 2,500 | 2,500 |
| 530.170 | Bank service & Bill.com Fees | 2,682 | 2,522 | 1,500 | 3,115 | 5,100 |
| 530.175 | Credit Card Fees | 0 | 0 | 1,500 | 500 | 1,500 |
| <u>OTHE CHARGES</u> | | | | | | |
| 530.180 | Subscriptions & Memberships | 1,282 | 7,520 | 2,500 | 1,500 | 2,500 |
| 530.185 | Consultant/Accountant | 1,016 | 12,663 | 30,000 | 50,000 | 53,600 |
| <u>CONTRACTUAL SERVICES</u> | | | | | | |
| 530.190 | Recruitment and Advertising | 310 | 1,119 | 2,000 | 500 | 1,000 |
| 530.195 | Employee Assistance Program | 3,511 | 4,576 | 6,500 | 3,200 | 6,500 |
| 530.200 | Telephone | 6,207 | 15,312 | 10,000 | 10,000 | 10,000 |
| 530.205 | Office Equipment Maintenance | 241 | 1,334 | 2,000 | 500 | 2,000 |
| 530.210 | Postage | 2,843 | 3,244 | 7,000 | 2,500 | 5,000 |
| <u>CODE COMPLIANCE</u> | | | | | | |
| 530.215 | Code - Private Prop./Lots/Clean Up Days | 0 | 0 | 7,500 | 7,500 | 10,000 |
| 530.220 | Code - Residential Parking | 0 | 0 | 900 | 900 | 900 |
| 530.225 | Code - Uniforms | 0 | 0 | 1,000 | 1,000 | 1,000 |
| <u>CAPITAL OUTLAY</u> | | | | | | |
| 530.230 | Equipment Replacement | 0 | 0 | 2,500 | 0 | 0 |
| TOTAL | | 469,499 | 546,851 | 656,400 | 640,325 | 766,675 |

Committees and Debt Service

Proposed FY23 Budget

| Account # | Description | Audit FY2020 | Actuals FY2021 | Budget FY2022 | Estimated Actuals FY2022 | Budget FY2023 |
|-----------------------------|-----------------------------------|-----------------|-------------------|------------------|--------------------------------|------------------|
| <u>COMMITTEES</u> | | | | | | |
| 535.100 | Cheverly Day Committee | 6,156 | 4,500 | 32,000 | 6,457 | 22,000 |
| 535.105 | Cheverly Planning Board | 150 | 0 | 300 | 300 | 300 |
| 535.110 | Youth Program | 0 | 0 | 15,000 | 15,000 | 15,000 |
| 535.115 | Recreation Council | 4,500 | 0 | 4,500 | 4,500 | 4,500 |
| 535.120 | PCAB | 2,000 | 2,944 | 2,000 | 200 | 2,000 |
| 535.125 | Grants | 8,348 | 73,929 | 15,000 | 10,000 | 15,000 |
| 535.130 | Technology & Comm. Comm. | 3,000 | 3,000 | 3,000 | 3,000 | 0 |
| 535.135 | Cheverly Community Market | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 |
| 535.140 | Interpretive Services | 0 | 620 | 3,000 | 3,000 | 3,000 |
| 535.141 | Green Infrastructure | 0 | 0 | 0 | 0 | 300 |
| | Subtotal | 29,154 | 89,993 | 79,800 | 47,457 | 67,100 |
| <u>DEBT SERVICES</u> | | | | | | |
| 540.100 | Municipal Bond Interest payments | 8,815 | 0 | 0 | 0 | 0 |
| 540.105 | Municipal Bond Principal payments | 100,000 | 3,047 | 0 | 0 | 0 |
| | Subtotal | 108,815 | 3,047 | 0 | 0 | 0 |

to 520.105

BUDGET ACTIVITY DETAIL

PUBLIC SAFETY

POLICE DEPARTMENT

Description

The Cheverly Police Department is responsible for public safety, in addition to, the protection of life and property, deterring crime, reducing the fear of crime, and for improving the quality of life for all Cheverly residents. The enforcement of traffic regulations, investigation of criminal offenses, collection of evidence, and providing testimony in court proceedings are directly related to these primary functions. In addition, the Department is also responsible for the operation of the Photo Enforcement Unit.

Highlights From the Past Year

Throughout this year, Cheverly Police Department (CPD) has been resilient despite the pandemic and other economic challenges. The Town has purchased new/improved body worn cameras. The CPD is near full staffing capacity to include hiring a Captain and four sworn officers.

Plans for the Budget Fiscal Year

The Cheverly Police Department will continue to recruit qualified candidates, training for first and second-line supervision; place a continued emphasis on accountability, both internal and external components of Effective Policing. CPD recognizes the need for automated speed control and its role in traffic safety and speed compliance. Priority will be placed on locating/securing a vendor.

Significant Budget Changes

The department is near full capacity and will look to operate a 24/7 operations during this fiscal year.

LINE ITEM NARRATIVE

PUBLIC SAFETY**POLICE DEPARTMENT**

Retirement

Of note, upon joining LEOPS on July 1, 2017 the Town received an annual credit of \$97,000 that will expire after 30 years.

Training & Travel

Mandated Maryland Police Training Commission (MPTC) annual training, police academy entrance level officers, continuing education, various re-certifications and awards. Award banquets, leadership training, first/second line supervision training, organizational memberships, subscriptions, tuition reimbursements, employee training/consulting services.

Materials, Supplies and Equipment

Cost of literature, report forms, and consumable items necessary for program operation.

Equipment

Flashlights, taser plan, duty belts, computers, ammunition, training materials, firearms, etc.

Miscellaneous

Neighborhood Watch, Community Policing Supplies, etc.

Community Engagement

Public Safety Day, Coffee w/ the Chief, Ice Cream Socials, Community Movie Night, Community Policing Supplies, etc.

Subscriptions & Memberships

Subscriptions to professional journals/organizations include: IACP ; MML PEA ; MCPA ; PCAPGC

Applicant Screening

Medical examinations, psychological screening, drug screening, finger printing, and polygraph examinations.

Wireless Communications

Mobile data computer wireless communications, global positioning devices, and departmental cellular telephones.

Specialized Services

Repair, maintenance, and calibration of automated equipment; to include police and town specific radio equipment (used during town specific events). Additionally, computer databases, search engines. Yearly motor vehicle registration renewals, etc.

Auto Repair & Maintenance

Auto repair and maintenance includes emission testing, etc.

Capital Outlay - Equipment Replacement

Details can be found on noted Capital Improvement Program pages. The CIP Equipment Replacement account is for items over \$500 that are necessary for day-to-day operations.

Police Department - Salaries

Proposed FY23 Budget

| Position | Classification | Budget Yr Salary |
|------------------------------|-----------------------|-----------------------------|
| Chief of Police | unclassified | \$ 125,652 |
| Captain | 23 | \$ 97,226 |
| Sergeant | 18 | \$ 84,227 |
| Sergeant | 18 | \$ 84,227 |
| Corporal | 15 | \$ 79,367 |
| Corporal | 15 | \$ 79,367 |
| Corporal | 15 | \$ 79,367 |
| Corporal | 14 | \$ 77,811 |
| Police Officer | 6 | \$ 64,514 |
| Police Officer | 6 | \$ 64,514 |
| Police Officer | 6 | \$ 64,514 |
| Police Officer | 6 | \$ 64,514 |
| Police Officer | 5 | \$ 63,273 |
| Police Officer | 5 | \$ 63,273 |
| Police Officer | 5 | \$ 63,273 |
| Police Officer | 4 | \$ 62,032 |
| Police Officer | 4 | \$ 52,959 |
| Police Clerk | 8A | \$ 45,449 |
| Exec. Assistant to the Chief | 13-B | \$ 64,128 |
| | | <u>\$ 1,379,687</u> |

Police Department

Proposed FY23 Budget

| Account # | Description | Audit FY2020 | Actuals FY2021 | Budget FY2022 | Estimated Actuals FY2022 | Budget FY2023 |
|---|-----------------------------------|------------------|-------------------|------------------|--------------------------------|------------------|
| <u>Personnel Services</u> | | | | | | |
| 600.100 | Salaries | 1,130,999 | 1,098,545 | 1,256,300 | 1,073,070 | 1,379,687 |
| 600.105 | Overtime | 0 | 15,520 | 80,000 | 80,000 | 80,000 |
| 600.110 | Retirement - Pension | 145,125 | 179,705 | 200,000 | 93,606 | 200,000 |
| 600.115 | Retirement Supplement - Civilians | 13,096 | 10,316 | 15,000 | 9,640 | 15,000 |
| 600.120 | Workers Compensation | 93,464 | 128,409 | 142,700 | 142,700 | 142,700 |
| 600.125 | Payroll Taxes | 92,544 | 84,837 | 85,000 | 88,210 | 106,000 |
| 600.130 | Hospitalization | 123,077 | 107,017 | 145,000 | 145,000 | 145,000 |
| 600.135 | Life Insurance/Long Term Dis. | 6,039 | 5,144 | 10,000 | 5,000 | 10,000 |
| 600.140 | Unemployment | 22,659 | 37 | 200 | 200 | 200 |
| <u>Staff Development</u> | | | | | | |
| 600.145 | Travel and Training | 33,282 | 11,690 | 34,000 | 9,570 | 30,000 |
| Inactive | Tuition Assistance | 882 | 0 | 0 | 0 | 0 |
| 600.150 | Community Engagement | 0 | 3,792 | 10,000 | 10,000 | 10,000 |
| <u>Insurance Cost</u> | | | | | | |
| 600.155 | Liability Insurance | 23,401 | 21,503 | 25,000 | 23,520 | 25,000 |
| 600.160 | Auto Insurance | 25,300 | 18,066 | 18,000 | 20,644 | 18,000 |
| <u>Commodities</u> | | | | | | |
| 600.165 | Materials and Supplies | 11,520 | 9,847 | 15,000 | 15,000 | 15,000 |
| 600.170 | Miscellaneous | 19,789 | 3,167 | 5,000 | 6,570 | 6,500 |
| 600.175 | Equipment | 29,086 | 53,214 | 35,000 | 35,000 | 35,000 |
| 600.176 | Credit Card Fees | 434 | 0 | 0 | 0 | 500 |
| <u>Subscriptions & Memberships</u> | | | | | | |
| 600.180 | Chief's Association Dues | 540 | 895 | 800 | 800 | 800 |
| <u>Professional Services</u> | | | | | | |
| 600.185 | Uniforms | 32,594 | 25,354 | 20,000 | 20,000 | 20,000 |
| 600.190 | Applicant Screening | 12,521 | 2,901 | 10,000 | 13,813 | 5,000 |
| 600.195 | Specialized Services | 33,523 | 27,913 | 35,000 | 45,957 | 35,000 |
| 600.200 | Equipment Maintenance | 144 | 3,717 | 2,500 | 2,500 | 2,500 |
| <u>Operating Cost</u> | | | | | | |
| Inactive | Residential Parking Zones | 741 | 0 | 0 | 0 | 0 |
| 600.205 | Auto Repair | 26,739 | 49,204 | 25,000 | 31,266 | 30,000 |
| 600.210 | Building Utilities | 16,094 | 14,064 | 12,000 | 13,598 | 16,000 |
| 600.215 | Telephone | 12,558 | 13,635 | 12,000 | 12,456 | 12,000 |
| 600.220 | Wireless Phones | 14,917 | 12,144 | 17,000 | 15,926 | 17,000 |
| <u>Capital Outlay</u> | | | | | | |
| Inactive | Building / Facilities | 12,261 | 0 | 0 | 720 | 0 |
| 600.225 | Vehicle Replacement | 348,407 | 86,132 | 75,000 | 75,000 | 80,000 |
| 600.230 | Equipment / Furnishings Capital | 63,746 | 108,865 | 25,000 | 25,000 | 0 |
| TOTAL | | 2,345,482 | 2,095,633 | 2,310,500 | 2,014,766 | 2,436,887 |

BUDGET ACTIVITY DETAIL

PUBLIC WORKS DEPARTMENT

DIVISION SERVICES

Highlights from past Fiscal Year: The first round of ARPA funding was received and largely assigned to storm water and infrastructure needs across the Town. Significant improvements to storm drain catch basins were made in conjunction with Prince George's County at Forest/Parkway, Cheverly Ave/Montrose, Valley Way/Euclid. Significant asphalt and concrete work was completed in combination with these projects, other water issues, and streets needing repair. Sidewalk repair work continued throughout Town to address tripping hazards and other sidewalk issues.

The department spearheaded the partnership with Keller Construction to develop a design/build project for the William Eley, Jr. Building that will house public works and add new public meeting space. The Mayor and Town Council approved the project during the fiscal year, and it is anticipated that the new building will open up in 2024.

A new Woodworth Park Playground that focuses on inclusion for children with and without disabilities was designed with public input and approved by the Mayor and Town Council.

Plans for the BUDGET Fiscal Year: Continue to address various water issues with remaining ARPA funding, manage the continuation of the William Eley, Jr. Building project, and acquire some additional replacement vehicles for the aged fleet as part of the ARPA infrastructure funds.

Significant Budget Changes: ARPA funding has injected significant funding that the department is managing projects funding by this federal program.

Description:

These divisions of the Public Works Department provide the following services.

Street Division: provides maintenance and reconstruction as needed to the entire Town's roads, sidewalks, curbs, etc. Additional services include sign maintenance, repair and installation, leaf collection, snow removal, etc. The Street Tree Program is funded from various accounts and continues to improve street tree maintenance, inspection, and planting.

Stormwater Management: this program is funded by ARPA funds and focused on numerous catch basin and water problems across Town.

Parks Division: responsible for mowing, fertilizing, weeding, tree planting and maintenance of all parks & public rights-of-way, ballfield maintenance and installation of equipment.

Garage Division: responsible for the maintenance of all gasoline and diesel equipment and machinery, including but not limited to engine repairs, hydraulic system repairs, tune ups, electrical system repairs, brake system overhauls, maintenance record upkeep, etc.

Sanitation Division: responsible for collection and disposal of the Town's solid waste from more than 1500 units twice weekly; bulky trash pickup and mixed paper recycling, and other recycling commodities. Collecting food scraps with yard waste will be explored for potential incorporation.

BUDGET ACTIVITY DETAIL

PUBLIC WORKS DEPARTMENT

ADMINISTRATION

Description: PW-Administration is responsible for the maintenance of all town infrastructures and its contents, as well as grounds, streets, parks and fleet equipment; collection of refuse, recyclables, yard waste, and bulk trash; fall leaf collection and mulching of those leaves; snow & ice removal; and construction contract administration. PW-Administration also focuses on employee safety, training and morale. PW-Administration also is liaison to the Green Infrastructure Committee and works on various green initiatives.

Highlights from past Fiscal Year: COVID-19 presented many challenges, as focus shifted to providing essential services while maintaining social distancing guidelines and providing ample PPE for all employees of the Town. Two new refuse vehicles for the Town were delivered.

Plans for the BUDGET Fiscal Year: Plans to replace the aging Publics Work building will be a focus, while continuing to update and upgrade equipment.

LINE ITEM NARRATIVE

PUBLIC WORKS DEPARTMENT

ADMINISTRATION

Overtime

Includes costs related to Cheverly Day and unforeseen hours due to storms, equipment failure or winter snowfall.

Retirement Enhancement

Approved matching funds for volunteer ICMA Retirement participation in the deferred compensation program.

Travel & Training

Implement required employee safety training; workshops; conferences; and commercial training in order to comply with new Maryland State Laws and/or cost of obtaining a Class CDL license; Maryland Roadside Tree Care training; and LGIT seminars.

Material, Supplies and Equipment

Supplies and minor equipment incidental to the daily operation of the office. Custodial supplies (cleaning equipment, paper products, soap, light bulbs, etc.)

Miscellaneous

Reimbursable items, etc.

Subscriptions & Memberships

American Public Works Association.

Uniforms/Safety Gear

Rental and cleaning of uniforms; purchase of safety glasses, steel toe shoes, leather palm gloves, safety vests, rain gear and other safety equipment (PPE) for normal operations.

Lot Maintenance

Funding for private contractors to mow grass, clean and clear lots that are neglected by residents. These costs are recouped from the property owner.

Security System

Maintenance of fire extinguishers throughout Town buildings and vehicles.

Capital Outlay - Equipment Replacement

Details can be found on noted Capital Improvement Program pages. The CIP Equipment Replacement account is for items over \$500 that is needed for departmental operations.

Public Works Department - Salaries

Proposed FY23 Budget

| Position | Classification | Budget Yr Salary |
|------------------------------|----------------|---------------------|
| ADMIN | | |
| Director of Public Works | unclassified | \$ 123,600 |
| Supervisor | 13L2 | \$ 81,234 |
| Administrative Assistant | 8E | \$ 48,024 |
| Custodian (part-time) | 3F | \$ 18,665 |
| Custodian (part-time) | 3L2 | \$ 21,638 |
| GARAGE | | |
| Master Mechanic | 12F | \$ 67,770 |
| Assistant Mechanic / Laborer | 7E frozen | \$ - |
| MAINTENANCE | | |
| Equipment Operator | 11L1 | \$ 69,535 |
| Equipment Operator | 11A | \$ 54,892 |
| Equipment Operator | 11H | \$ 67,510 |
| Equipment Operator | 11L1 | \$ 69,535 |
| Lead Worker / Foreman | 7H | \$ 52,477 |
| Lead Worker / Foreman | P 7D | \$ 46,625 |
| Laborer | u 4L2 | \$ 46,089 |
| Laborer | b 4L2 | \$ 46,089 |
| Laborer | l 4E | \$ 39,756 |
| Laborer | i 4D | \$ 38,598 |
| Laborer | i 4D | \$ 38,598 |
| Laborer | c 4D | \$ 38,598 |
| Laborer | 4B | \$ 36,383 |
| Laborer | W 4B | \$ 36,383 |
| Laborer | o 4A | \$ 35,323 |
| Laborer | r 4A | \$ 35,323 |
| Laborer | k 4A | \$ 35,323 |
| | s | <u>\$ 1,147,968</u> |

Public Works

Proposed FY23 Budget

| Account # | Description | Audit FY2020 | Actuals FY2021 | Budget FY2022 | Estimated Actuals FY2022 | Budget FY2023 |
|-------------------------------------|------------------------------------|------------------|-------------------|------------------|--------------------------------|------------------|
| <u>Personnel Services</u> | | | | | | |
| 700.100 | Salaries | 897,667 | 943,309 | 1,084,000 | 1,058,180 | 1,147,968 |
| 700.105 | Overtime | 0 | 4,659 | 10,000 | 40,000 | 40,000 |
| 700.110 | Retirement - Pension | 149,563 | 158,556 | 165,000 | 122,124 | 165,000 |
| 700.115 | Retirement Supplement | 27,724 | 17,202 | 30,000 | 20,000 | 30,000 |
| 700.120 | Workers Compensation | 54,003 | 53,726 | 70,000 | 70,000 | 70,000 |
| 700.125 | Payroll Taxes | 75,114 | 75,234 | 75,000 | 84,011 | 88,000 |
| 700.130 | Hospitalization | 143,395 | 127,422 | 175,000 | 173,307 | 175,000 |
| 700.135 | Life Insurance/Long Term Dis. | 4,360 | 5,381 | 5,000 | 5,000 | 5,000 |
| 700.140 | Unemployment | 11,723 | 202 | 200 | 200 | 200 |
| <u>Staff Development</u> | | | | | | |
| 700.145 | Travel and Training | 702 | 994 | 5,000 | 5,000 | 10,000 |
| <u>Insurance Cost</u> | | | | | | |
| 700.150 | Auto Insurance / Fuel tanks | 13,000 | 36,988 | 35,100 | 45,140 | 45,000 |
| <u>Commodities</u> | | | | | | |
| 700.155 | Materials and Supplies | 8,228 | 15,789 | 6,500 | 6,500 | 13,000 |
| 700.160 | Miscellaneous | 2,244 | 726 | 1,000 | 450 | 1,000 |
| <u>Other Charges</u> | | | | | | |
| 700.165 | Subscriptions & Memberships | 75 | 320 | 500 | 500 | 500 |
| <u>Professional Services</u> | | | | | | |
| 700.170 | Uniforms / Safety Gear | 67,740 | 149,155 | 35,000 | 32,000 | 35,000 |
| Inactive | Lot Maintenance (Private Property) | 1,300 | 1,300 | 0 | 150 | 0 |
| Inactive | Security System | 855 | 842 | 0 | 0 | 0 |
| 700.175 | Radio Repair | 40 | 2,378 | 1,000 | 1,000 | 1,000 |
| <u>Capital Outlay</u> | | | | | | |
| 700.180 | Building / Facilities / Yard | 0 | 177,167 | 500,000 | 350,000 | 500,000 |
| 700.185 | Vehicle Replacement | 75,275 | 251,848 | 52,000 | 51,606 | 51,606 |
| 700.190 | Equipment Replacement | 20,466 | 26,428 | 51,000 | 51,000 | 52,000 |
| TOTAL | | 1,553,474 | 2,049,626 | 2,301,300 | 2,116,168 | 2,430,274 |

Public Works - Divisions

Proposed FY23 Budget

| Account # | Description | Audit FY2020 | Actuals FY2021 | Budget FY2022 | Estimated Actuals FY2022 | Budget FY2023 | |
|--|---------------------------------------|-----------------|-------------------|------------------|--------------------------------|------------------|-------------|
| <u>STREET MAINTENANCE</u> | | | | | | | |
| 710.100 | Street Repair | 5,187 | 2,180 | 10,000 | 5,000 | 15,000 | |
| Inactive | Streets - Subcontract Work | 245 | 0 | 0 | 0 | 0 | |
| 710.105 | Snow/Ice Removal | 5,019 | 21,419 | 25,000 | 15,580 | 25,000 | |
| 710.110 | Traffic Control | 9,388 | 30,307 | 20,000 | 13,500 | 30,000 | |
| 710.115 | Road Projects | 0 | 294,000 | 100,000 | 0 | 214,000 | *ARPA & HUR |
| 710.120 | Sidewalks, Curb & Gutter | 0 | 215,529 | 150,000 | 0 | 0 | *ARPA |
| | Subtotal | 19,839 | 563,435 | 305,000 | 34,080 | 284,000 | |
| <u>STREET LIGHT MAINTENANCE</u> | | | | | | | |
| 715.100 | Street Light Utilities | 69,789 | 78,749 | 72,000 | 74,926 | 72,000 | |
| 715.105 | Street Light (Install/Repair/Convert) | 354 | 4,079 | 3,000 | 1,059 | 15,000 | |
| | Subtotal | 70,143 | 82,828 | 75,000 | 75,985 | 87,000 | |
| <u>STORMWATER MANAGEMENT</u> | | | | | | | |
| 720.105 | Stormwater Materials & Supplies | 4,019 | 8,703 | 0 | 0 | 2,000 | |
| | Subtotal | 4,019 | 8,703 | 0 | 0 | 2,000 | |
| <u>PARKS & OPEN SPACE</u> | | | | | | | |
| 725.100 | Tree Service | 52,597 | 123,013 | 110,000 | 115,528 | 175,000 | |
| 725.105 | Park Supplies | 9,392 | 23,377 | 18,000 | 18,000 | 50,000 | |
| 725.110 | Park Tools/Equipment | 12,224 | 7,117 | 12,000 | 8,433 | 20,000 | |
| 725.115 | Park Development (POS) | 14,158 | 2,583 | 59,000 | 0 | 48,000 | |
| Inactive | Beautification Master Plan | 0 | 8,873 | 0 | 0 | 0 | |
| | Subtotal | 88,371 | 164,963 | 199,000 | 141,961 | 293,000 | |
| <u>GARAGE & EQUIPMENT</u> | | | | | | | |
| 730.100 | Auto Repair (Outside Shop) | 52,820 | 35,184 | 50,000 | 31,319 | 50,000 | |
| 730.105 | Vehicle Repair Parts | 14,007 | 11,873 | 50,000 | 10,643 | 50,000 | |
| 730.110 | Garage Tools and Equipment | 2,428 | 2,101 | 10,000 | 13,034 | 10,000 | |
| 730.115 | Garage Consumables | 4,376 | 10,507 | 10,000 | 15,428 | 15,000 | |
| 730.120 | Tires and Tubes | 41,392 | 41,585 | 40,000 | 53,233 | 40,000 | |
| 730.125 | Gas/Oil/Grease | 93,862 | 39,489 | 120,000 | 42,230 | 120,000 | |
| | Subtotal | 208,885 | 140,739 | 280,000 | 165,887 | 285,000 | |

Public Works - Divisions

Proposed FY23 Budget

| Account # | Description | Audit FY2020 | Actuals FY2021 | Budget FY2022 | Estimated Actuals FY2022 | Budget FY2023 |
|--------------------------|--------------------------------|-----------------|-------------------|------------------|--------------------------------|------------------|
| <u>SANITATION</u> | | | | | | |
| 735.100 | Landfill Disposal Fees | 97,633 | 103,273 | 95,000 | 98,886 | 120,000 |
| 735.105 | Recycling Contract | 19,265 | 16,880 | 22,000 | 16,860 | 30,000 |
| 735.110 | Sanitation/Material & Supplies | 5,602 | 5,423 | 5,000 | 3,000 | 5,000 |
| 735.115 | Compost Bins/Rain Barrels | 0 | 7,290 | 10,000 | 11,242 | 15,000 |
| 735.120 | Sanitation/Equipment Repair | 5,732 | 8,772 | 10,000 | 0 | 5,000 |
| 735.125 | Recycling Disposal Fees | 11,986 | 15,847 | 18,000 | 15,000 | 25,000 |
| | Subtotal | 140,218 | 157,485 | 160,000 | 144,988 | 200,000 |
| | TOTAL | 531,475 | 1,118,153 | 1,019,000 | 562,901 | 1,151,000 |



**TOWN OF CHEVERLY
ORDINANCE 2022-04
BUDGET ORDINANCE
FOR THE 2023 FISCAL YEAR**

An Ordinance whereby the Town of Cheverly adopts a Budget for Fiscal Year 2023 which begins on July 1, 2022 and ends on June 30, 2023.

(Uncodified)

WHEREAS, Article VII, Section C-23A(2) of the Charter of the Town of Cheverly grants to the Mayor and Council the power to appropriate and expend funds for any purpose deemed to be public; and

WHEREAS, each fiscal year of the Town commences on July 1 and ends by the following June 30, pursuant to Section C-32 of the Charter of the Town; and

WHEREAS, the Mayor and Town Council have, prior to each fiscal year, adopted a budget to govern the appropriation and expenditure of funds for the next fiscal year; and

WHEREAS, after numerous discussions and meetings, the Mayor and Town Council have prepared a budget for fiscal year 2023 containing anticipated revenues and proposed appropriations and expenditures for said fiscal year; and

WHEREAS, said budget, as discussed at numerous public meetings by the Mayor and Council, is attached hereto as Exhibit A;

WHEREAS, pursuant to Section C-14 of the Charter the Mayor and Council have authority to enact emergency legislation by the affirmative vote of the greater of either 2/3 of the quorum present or four members of the Council, with the Mayor being able to provide a fifth vote if necessary.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of Cheverly in regular session assembled that the budget for fiscal year 2023 containing anticipated revenues and proposed expenditures of the Town, which budget is attached hereto as Exhibit A, and is hereby incorporated by reference, be and hereby is adopted for the fiscal year 2023 to take effect July 1, 2022 until June 30, 2023.

AND BE IT FURTHER RESOLVED, that this budget shall govern the expenditure of funds by the Town during the fiscal year 2023;



AND BE IT FURTHER RESOLVED, that the Mayor and Town Council may, from time to time, during the fiscal year amend this budget by motions made, discussed and carried so long as any action regarding this budget is taken at a public meeting after notice and a public discussion and the amendments to the budget for entire fiscal year do not increase the total expenditures by more than ten percent (10%) of the total expenditures figure appearing on attached Exhibit A;

AND BE IT FURTHER RESOLVED, that this Ordinance shall take effect on July 1, 2022; however, provided that a fair summary of the ordinance is published at least once in a newspaper of general circulation in the Town of Cheverly.

INTRODUCED by the Mayor and Town Council of the Town of Cheverly, Maryland, at a Regular Meeting on **May 12, 2022**, at which meeting copies were available to the public for inspection.

ADOPTED by the Mayor and Town Council of the Town of Cheverly, Maryland, at a Regular meeting on **June XX, 2022**, at which meeting copies were available to the public for inspection.

Adopted: _____

Attest: _____

Kaycee Munyeneh
Mayor

Marverly Nettles
Councilmember

Joseph Dalaker
Councilmember

Micah Watson
Councilmember

Charly Garces
Councilmember

Ted McCann
Councilmember

Amy Fry
Councilmember

[-] indicate deletion
CAPS/**BOLD** indicate additions