

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

Adopted Charter Amendments, Ordinances and Resolutions. Continue strong emphasis on quality development and improvement of Town facilities.

Plans for the BUDGET Fiscal Year**Significant Budget Changes**

Included in the line item for Constituent Service System is a Strategic Planning Retreat for the Mayor and Council. Included in Public Information are plans for a Town of Cheverly Website redesign.

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).

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, MML meetings, 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.

Miscellaneous Materials & Supplies

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

Urban Renewal

Includes appraisals, legal descriptions, court costs, demolition costs and purchase costs for properties under the Town's urban renewal plan.

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. Includes new constituent software program costs (\$2,500). Also includes internet and web page maintenance. Includes funding for website design/upgrade.

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**

ACCOUNT NUMBER	DESCRIPTION	AUDIT FY2018	AUDIT FY2019	BUDGET FY2020	EST ACTUAL FY20	BUDGET FY2021
<u>Personnel Services</u>						
01-06-1000	Salaries and Wages	18,000	18,600	18,000	18,600	18,600
01-06-1100	Retirement	2,229	2,346	2,500	2,500	2,500
01-06-1300	Social Security	1,371	1,331	1,400	1,300	1,400
01-06-1700	Official Expenses	1,460	1,450	2,000	1,400	2,000
01-06-1800	Constituent Service System	0	2,400	12,200	12,200	8,000
<u>Travel and Training</u>						
01-06-2000	Meeting Attendance	12,046	8,267	13,000	9,500	13,000
<u>Insurance</u>						
01-06-3000	Public Officials Liability	15,024	13,589	18,200	72,500	18,200
<u>Miscellaneous</u>						
01-06-4000	Materials, Supplies & Equip.	385	2,088	2,000	3,500	3,500
01-06-4010	Newsletter	20,060	18,762	20,000	14,600	20,000
01-06-4020	Public Information	14,618	15,144	22,000	12,000	20,000
<u>Subscriptions & Memberships</u>						
01-06-5000	Public Officials Associations	7,616	15,144	11,000	14,400	14,000
<u>Municipal Elections</u>						
01-06-6000	Election Expenses	68	2,592	0	0	4000
Total Mayor & Town Council		92,877	101,713	122,300	162,500	125,200