



Bladensburg by the Numbers

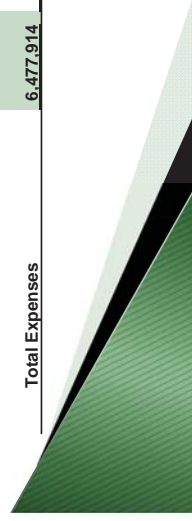
FY20 Draft Budget

April 24, 2019



Town of Bladensburg 3 Year Budget Summary

Revenues	FY20	FY19	FY18	Change FY20
Property Taxes	4,367,908	4,215,202	3,972,479	4%
Income and Other Taxes	566,000	541,000	490,000	5%
Licenses and Permits	230,000	221,000	213,000	4%
Slate Funding	383,882	338,977	396,718	13%
County Funding	24,856	24,856	26,356	0%
Service Charges	24,000	21,000	25,000	14%
Other Revenues	224,000	162,640	119,542	38%
Grant Revenues	315,000	780,000	922,106	-60%
Subtotal Revenues	<u>6,135,646</u>	<u>6,304,675</u>	<u>6,165,201</u>	-3%
Transfer from Fund Balance	342,268	299,601	306,166	14%
Total Revenues	6,477,914	6,604,276	6,471,367	-2%
Expenses - General and Administrative				
Mayor and Council	224,713	212,366	205,745	6%
Town Administrator	384,059	330,662	316,053	16%
Town Clerk	263,939	248,085	234,693	6%
Finance	300,915	291,467	267,370	3%
Public Safety	3,748,058	3,501,816	3,236,900	7%
Public Works	751,230	810,031	878,828	-7%
Grants Expense - Projected	315,000	780,000	922,106	-60%
Debt Service	68,000	68,000	68,000	0%
Subtotal General Expenses	6,002,414	6,242,427	6,129,695	-3%
Capital Purchases	422,000	361,849	341,672	17%
Total Expenses	6,477,914	6,604,276	6,471,367	-2%



Revenue Items by Major Category (Tax Revenues)

Real Estate Taxes

- Real Property is assessed by the State Department of Assessments and Taxation (SDAT) every three years.
- The assessed value of real property in the Town of Bladensburg for FY20 is estimated to be \$494M, which is a 5.2% increase over the current year.
- The Town has kept the Property Tax rate constant for well over a decade at \$0.0074 which would result in \$3,617,908 in revenues.
- The tax assessments are billed and collected by the County and then remitted to the Town.

Business Personal Property Tax

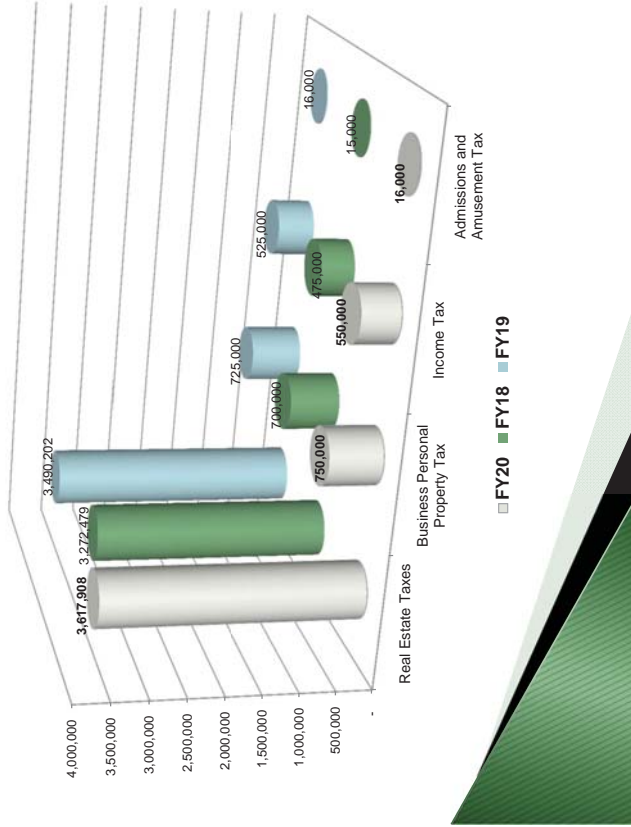
- In Maryland, businesses pay an annual tax based on the value of their business personal property (furniture, fixtures, tools, machinery, inventory, equipment, etc.) to the County and Municipality in which they are located.
- Per SDAT, there is almost \$36M of Personal Property located in Town. The Town's tax rate for business personal property has remained constant at \$.0209.

Income Tax

- Prince George's County imposes a local income tax on residents and corporations and is collected by the Comptroller of the Treasury and disbursed to municipalities.
- The portion received by the Town is the greater of either (1) 0.37% of taxable income, (2) 8% of State income tax liability, or (3) 17% of the County's income tax liability.
- The Town budgeted for an increase in Income Tax Revenues based on higher taxes being paid in Maryland due to the Federal cap on previously taken deductions.

Admissions and Amusement Tax

- This is based on the revenues reported by businesses in the Town for vending machines, coin operated machines, rentals of equipment, and cover charges.
- The revenues are reported to the Comptroller of the Treasury where they assess and collect the tax and a portion is then remitted to the Town.



Revenue Items by Major Category (Licenses, Permits and Service Charges)

Local Business License

- Fees established for operating a business in Town. This year will include other local license fees and permits which are minor amounts.

County Trader's License

- Portion of fees received from the County for business licenses.

Cable Franchise Fees

- Fees remitted from Verizon and Comcast for subscription services within the Town and to support the operations of our public broadcast channel.
- The Town receives a portion of the gross subscriber revenues generated within the Town

Local Fines and Fees

- Code and Public Safety violations paid to the Town

Copier Fees

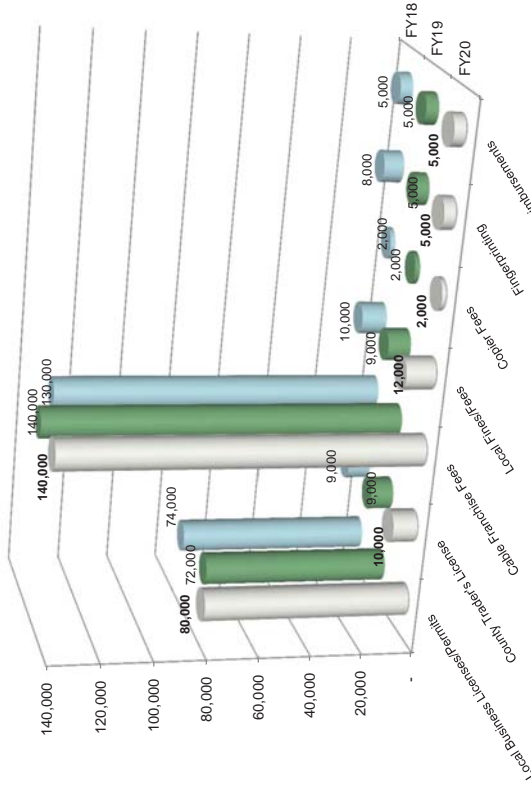
- Police Report copies either subpoenaed or requested and for other Public Information Act requests.

Finger Printing

- Service offered for background checks through Maryland's Criminal Justice Information Service

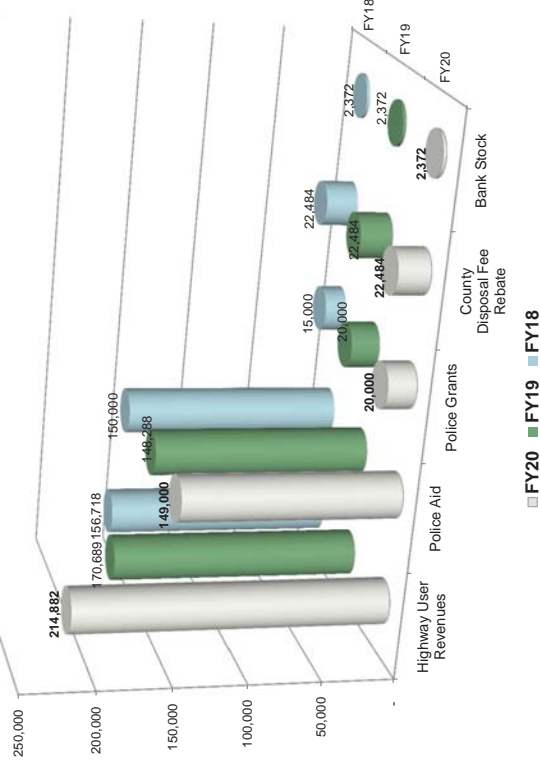
Reimbursements

- Funds from partner agencies for Public Safety manpower coverages



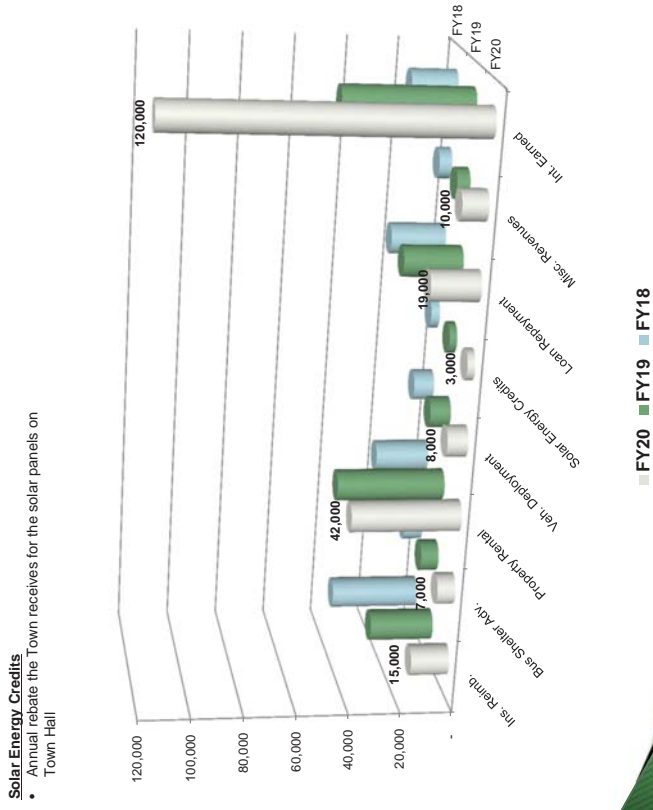
Revenue Items by Major Category (State and County Funding)

- Highway User Revenues**
- Funding from the State of Maryland based on the road miles maintained within the Town, and also based on the number of vehicles registered in Town
 - FY20 allocation increased, \$150,000 allocated to road improvements/replacements, balance used for road and walkway maintenance
- Police Aid**
- Municipal and County Police Agencies receive funding from the Governor's Office of Crime Control and Prevention which is the State Aid for Police Protection Grant.
 - Funding is based on the Town's budgeted expenditures for Public Safety and other factors.
- Police Grants**
- Specialized grants for additional services such as increased patrols for school bus safety, gang violence, and our COPS programs for doing youth outreach activities.
- County Disposal Fee Rebate**
- Funding provided by the County for having trash collection services on a 10 year agreement through 2022.
- Bank Stock**
- Fixed amount received annually as part of an old harm harmless agreement to discontinue taxing bank shares. Minimal amount which does not change from year to year.



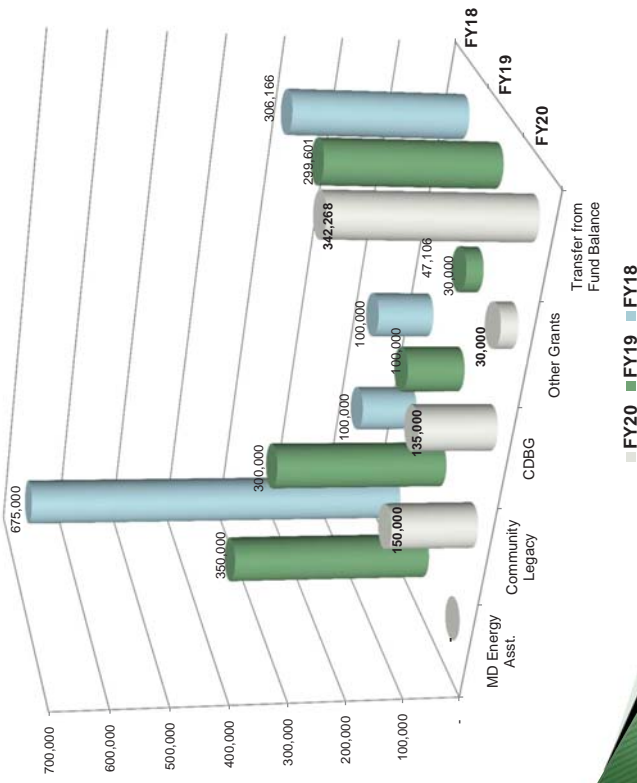
Revenue Items by Major Category (Other Revenues)

- Insurance Reimbursement**
- Includes an annual rebate from our health insurance company for premiums paid in excess of claims
 - Also include workers compensation premiums refunded to us, and for direct payments of damages down to Town property
- Bus Shelter Advertising**
- Rebates the Town receives for ad space on the bus shelters located in Town.
- Property Rental**
- Income received from rental of Mango Café Property
- Vehicle Deployment**
- Payroll deduction for the use of take home police vehicles.
- Solar Energy Credits**
- Annual rebate the Town receives for the solar panels on Town Hall
- Loan Repayment**
- Total of monthly payments received by the Town from the Community Forklift which includes principle and interest.
 - Loan was for \$185,750 for a 20 year term and entered on May 2010. Balance of loan as of July 1, 2018 is \$50,290.
- Misc. Revenues**
- Small receipts or payments which do not fall in any of above revenue accounts
- Interest Earned**
- Increased this over FY18 based on more cash held in higher interest rate bearing account..

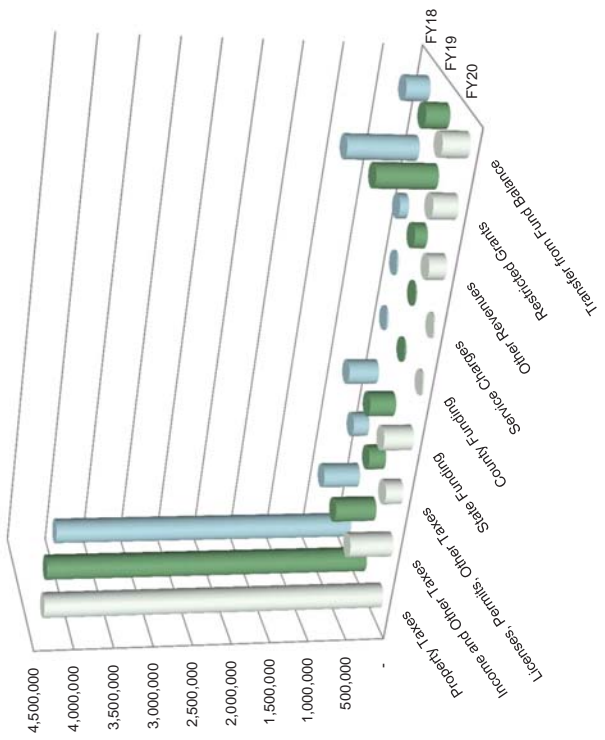


Revenue Items by Major Category (Grants and Fund Balance Transfer)

- Maryland Energy Assistance**
 - The Town did not reapply for this grant due to costs, services will still be provided for this grant but will not be administered through the Town.
- Other Grants**
 - Grant from Maryland National Capital Park and Planning for Bostwick House renovations
- Community Legacy**
 - Purchase and placement of (11) Big Belly Trash Cans within the Municipal Collaboration including (4) in Bladensburg
 - The Town administers funding and expenses of project
- Transfer from Fund Balance**
 - Budget reconciliation item to have a balanced budget
 - Funding is for Capital Purchases and additional Public Safety positions.
- Community Development Block Grant (CDBG)**
 - We budget for this every year but have not had to use any of the funds due to actual revenues being higher than budget and expenditures falling below budget.
 - Grant specific projects to include road construction or other Public Works Capital Improvement Projects



Summary of Major Revenue Items for Three Years



Category	FY18	FY19	FY20
Property Taxes	4,215,202	4,367,908	4,367,908
Income and Other Taxes	490,000	566,000	566,000
Licenses, Permits, Other Taxes	221,000	230,000	230,000
State Funding	336,977	383,882	383,882
County Funding	24,856	24,856	24,856
Service Charges	21,000	24,000	24,000
Other Revenues	162,640	224,000	224,000
Restricted Grants	780,000	315,000	315,000
Transfer from Fund Balance	298,601	342,268	342,268

Department Expense Budget Summary by Major Category

FY18	Compensation	Other Expenses	Capital Purchases	Debt Service	Total
Mayor and Council	98,945	106,800	-	-	205,745
Town Administrator	191,093	124,960	3,500	-	319,553
Town Clerk	203,383	31,310	-	-	234,693
Finance	216,485	50,885	-	68,000	335,370
Public Safety	2,763,900	473,000	210,000	-	3,446,900
Public Works	469,828	409,000	128,172	-	1,007,000
Grants - Pass Through	-	922,106	-	-	922,106
Total Expense	3,943,634	2,118,061	341,672	68,000	6,471,367
<i>% of total dept. exp.</i>	<i>61%</i>	<i>33%</i>	<i>5%</i>	<i>1%</i>	<i>100%</i>

FY19	Compensation	Other Expenses	Capital Purchases	Debt Service	Total
Mayor and Council	102,566	109,800	29,500	-	241,866
Town Administrator	198,452	132,210	3,000	-	333,662
Town Clerk	216,675	31,410	-	-	248,085
Finance	236,807	54,660	-	68,000	359,467
Public Safety	2,988,616	513,200	173,000	-	3,674,816
Public Works	405,331	404,700	156,349	-	966,380
Grants - Pass Through	-	780,000	-	-	780,000
Total Expense	4,148,447	2,025,980	361,849	68,000	6,604,276
<i>% of total dept. exp.</i>	<i>63%</i>	<i>31%</i>	<i>5%</i>	<i>1%</i>	<i>100%</i>

FY20	Compensation	Other Expenses	Capital Purchases	Debt Service	Total
Mayor and Council	89,913	134,800	20,000	-	244,713
Town Administrator	195,139	188,920	3,000	-	387,059
Town Clerk	222,529	41,410	-	-	263,939
Finance	246,255	54,660	-	68,000	368,915
Public Safety	3,232,858	515,200	179,000	-	3,927,058
Public Works	344,030	407,200	220,000	-	971,230
Grants - Pass Through	-	315,000	-	-	315,000
Total Expense	4,330,724	1,657,190	422,000	68,000	6,477,914
<i>% of total dept. exp.</i>	<i>67%</i>	<i>26%</i>	<i>7%</i>	<i>1%</i>	<i>100%</i>
% change from FY19	4%	-18%	17%	0%	-2%

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**Town of Bladensburg
Mayor and Council
3 Year Budget Comparison**

	FY20	FY19	FY18	Notes	Change over FY19
Expense					
6000 - Compensation	48,000	48,000	48,000	1	-
6010 - Regular Pay	3,672	3,672	3,672	2	-
6030 - FICA	34,009	46,662	43,197	3	(12,653)
6040 - Health Insurance	4,032	4,032	3,922	4	-
6050 - Pension	200	200	154	5	-
6060 - Workers Comp	89,913	102,566	98,945	6	(12,653)
Total 6000 - Compensation					-12%
Other General and Administrative					
6145 - Council Business Development	10,000	8,000	10,000	7	2,000
6160 - Employee Recognition	10,000	7,000	3,000	8	3,000
6210 - Council Projects	2,500	2,500	2,500	9	-
6215 - Council Committees	-	-	3,000	10	-
6220 - Community Initiatives	-	-	14,000	11	-
6225 - Community Grants	30,000	25,000	20,000	12	5,000
6226 - Fire Department Donation	8,000	8,000	3,000	13	-
6225 - Community Grants - Other	45,000	30,000	20,500	14	15,000
6230 - Community Events	4,500	4,500	4,500	15	-
6235 - Senior Citizen Projects	2,500	2,500	2,500	16	-
6255 - Town Meetings	4,800	4,800	4,800	17	-
6320 - Wireless Communications	1,000	1,000	1,000	18	-
6420 - Computer Expense	2,000	2,000	2,000	19	-
6550 - Insurance - Liability	2,000	2,000	2,000	20	-
6620 - Fuel	1,500	1,500	3,000	21	-
6640 - Vehicle Repairs and Maintenance	11,000	11,000	11,000	22	-
6825 - Membership					
Subtotal Expense	224,713	212,366	205,745	23	12,347
6970 - Capital Outlay	20,000	29,500		24	(9,500)
Total Expense - Mayor and Council	244,713	241,866	205,745	25	2,847

See Accompanying Notes for each line item

**Town of Bladensburg
Mayor and Council
Notes to Line Items**

Note	Account	Description
1	6010 - Regular Pay	Compensation for Mayor and Council at \$9,600 each
2	6030 - FICA	7.65% employer tax on total pay
3	6040 - Health Insurance	Health, Dental, Vision insurance based upon enrollment in plans
4	6050 - Pension	7% contribution to MD State Retirement System plus admin fees
5	6060 - Workers Comp	Required liability insurance to cover employees for workplace accidents
6	Total 6000 - Compensation	Decreased due to health insurance enrollments
7	6145 - Council Business Dev.	Attendance for MML conferences, National League of Cities, and other leadership and educational opportunities
8	6160 - Employee Recognition	Staff recognitions, lunches, awards, and Christmas gift cards. Increased for an employee and family recognition event
9	6210 - Council Projects	\$500 discretionary funding to each Mayor and Council Member to fund local organizations
10	6215 - Council Committees	Removed item for FY19 since no costs associated with planning of events
11	6220 - Community Initiatives	Removed funding due to duplication and combined with Community Events
12	6226 - Fire Department Donation	Donation to Bladensburg VFD, disbursed on a quarterly basis
13	6225 - Community Grants - Other	Grant awards given to organizations through our annual grant process
14	6230 - Community Events	Town Sponsored Events such as; Port Town's Day, Yule Log, Black History Month Celebration, Memorial Day, Independence Day Celebration, and Veteran's Day
15	6235 - Senior Citizen Projects	\$1,500 donation given to the three Senior Housing Communities to fund events
16	6255 - Town Meetings	Video production and recording of Town meetings
17	6320 - Wireless Communications	\$80 monthly cell phone allotment to each Mayor and Council Members
18	6420 - Computer Expense	Repairs if needed to Mayor and Council laptops
19	6550 - Insurance - Liability	Cost of liability insurance for elected officials
20	6620 - Fuel	Fuel for Town car and vans
21	6640 - Vehicle Repairs and Maint.	Repairs to Town car and vans
22	6825 - Membership	Annual membership for MML, National League of Cities, and Council of Governments
23	Subtotal Expense	3% increase over last year
24	6970 - Capital Outlay	Replacement vehicle for Mayor
25	Total Expense - Mayor & Council	1% total increase over last fiscal year

**Town of Bladensburg
Town Administrator
3 Year Budget Comparison**

	FY20	FY19	FY18	Notes	Change over FY19
Expense					
6000 · Compensation	165,783	163,968	160,644	1	1,815
6010 · Regular Pay	12,682	12,544	12,289	2	138
6030 · FICA	2,148	7,996	4,521	3	(5,848)
6040 · Health Insurance	13,926	13,344	13,125	4	582
6050 · Pension	600	600	514	5	-
6060 · Workers Comp	195,139	198,452	191,093	6	(3,313)
Total 6000 · Compensation					
Other General and Administrative					
6110 · Tuition Reimbursement	2,000	3,250	-	7	(1,250)
6140 · Professional Development	11,000	11,000	10,000	8	-
6255 · Town Meetings	1,500	1,500	1,500	9	-
6260 · Transportation	30,000	30,000	30,000	10	-
6320 · Wireless Communications	1,920	960	960	11	960
6560 · Legal	35,000	35,000	35,000	12	-
6580 · Contractual Services	60,000	10,000	10,000	13	50,000
6620 · Fuel	2,000	2,000	2,000	14	-
6810 · Advertising	30,000	25,000	25,000	15	5,000
6820 · Website	7,000	5,000	2,000	16	2,000
6825 · Membership	1,500	1,500	1,500	17	-
6830 · Media Supplies	2,000	2,000	3,000	18	-
6835 · Travel	5,000	5,000	4,000	19	-
Subtotal Expense	384,059	330,662	316,053	20	53,397
6970 · Capital Outlay	3,000	3,000	3,500	21	-
Total Expense - Town Administrator	387,059	333,662	319,553	22	53,397

See Accompanying Notes for each line item

**Town of Bladensburg
Town Administrator
Notes to Line Items**

Note	Account	Description
1	6010 - Regular Pay	Compensation for Town Administrator and Marketing Coordinator
2	6030 - FICA	7.65% employer tax on total pay
3	6040 - Health Insurance	Decrease due to health insurance enrollments
4	6050 - Pension	7% contribution to MD State Retirement System plus admin fees
5	6060 - Workers Comp	Required liability insurance to cover employees for workplace accidents
6	Total 6000 - Compensation	Decreased 2% due to health insurance enrollments
7	6110 - Tuition Reimbursement	Continuing education courses
8	6140 - Professional Development	Leadership and development opportunities for Town Administrator and Marketing Coordinator
9	6255 - Town Meetings	Food and beverage costs for Town sponsored meetings
10	6260 - Transportation	Port Town's Call-a-Bus service based on ridership and usage of Town residents
11	6320 - Wireless Communications	\$80 monthly cell phone allotment for Town Administrator and Marketing Coordinator
12	6560 - Legal	Town Attorney fees and Franchise Fee negotiations billed by County
13	6580 - Contractual Services	Increased for contractual grant writer
14	6620 - Fuel	Fuel for Town Administrator vehicle
15	6810 - Advertising	Community outreach and communications to include quarterly newsletters, mailings, surveys, and promotional materials associated with marketing Town services and events
16	6820 - Website	Website hosting and platform services for Town website
17	6825 - Membership	Annual membership for professional and trade organizations
18	6830 - Media Supplies	Desktop publishing software costs and consumable supplies for cable studio
19	6835 - Travel	Per diem and travel costs for attendance to seminars and conferences
20	Subtotal Expense	16% increase over last year for addition of grant writer and increased advertising
21	6970 - Capital Outlay	Office furnishings
22	Total Expense - Town Admin	16% increase over last year for addition of grant writer and increased advertising

**Town of Bladensburg
Town Clerk
3 Year Budget Comparison**

	FY20	FY19	FY18	Notes	Change over FY19
Expense					
6000 · Compensation					
6010 · Regular Pay	163,385	157,735	148,676	1	5,650
6020 · Overtime	2,003	1,933	2,056	2	70
6030 · FICA	12,652	12,215	11,531	3	437
6040 · Health Insurance	30,165	31,551	28,462	4	(1,386)
6050 · Pension	13,724	12,641	12,147	5	1,083
6060 · Workers Comp	600	600	511	6	-
Total 6000 · Compensation	222,529	216,675	203,383	7	5,854
Other General and Administrative					
6140 · Professional Development	2,000	1,500	750	8	500
6240 · Memorials	1,000	1,000	1,000	9	-
6270 · Historic Promotion	2,400	2,400	2,500	10	-
6320 · Wireless Communications	960	960	960	11	-
6570 · Equipment Lease	5,500	5,500	6,000	12	-
6825 · Membership	50	50	100	13	-
6835 · Travel	500	1,000	1,000	14	(500)
6850 · Office Supplies	10,000	10,000	11,000	15	-
6855 · Postage	4,000	4,000	3,000	16	-
6880 · Election Costs	10,000	-	-	17	10,000
6890 · Utilities	5,000	5,000	5,000	18	-
Total Expense	263,939	248,085	234,693	19	15,854

See Accompanying Notes for each line item

**Town of Bladensburg
Town Clerk
Notes to Line Items**

Note	Account	Description
1	6010 - Regular Pay	Compensation for Town Clerk, Secretary, and summer interns
2	6020 - Overtime	Overtime for secretary to attend after hours meetings and events
3	6030 - FICA	7.65% employer tax on total pay
4	6040 - Health Insurance	Health, Dental, Vision insurance based on enrollments
5	6050 - Pension	7% contribution to MD State Retirement System plus admin fees
6	6060 - Workers Comp	Required liability insurance to cover employees for workplace accidents
7	Total 6000 - Compensation	Increased 3% over last fiscal year for COLA and Merit increases
8	6140 - Professional Development	Training and leadership conferences
9	6240 - Memorials	Condolence gifts and flowers
10	6270 - Historic Promotion	Annual dues to Anacostia Trails Heritage Area for Bostwick House and promotion of Bostwick events
11	6320 - Wireless Communications	\$80 monthly cell phone allotment for Town Clerk
12	6570 - Equipment Lease	Copier lease and usage costs and postage machine lease
13	6825 - Membership	Annual membership for professional and trade organizations
14	6835 - Travel	Per diem and travel costs for attendance to seminars and conferences
15	6850 - Office Supplies	Office consumables for all Town departments except Public Safety
16	6855 - Postage	Town mailings except for Public Safety and bulk postage for advertising
17	6880 - Election Costs	New account to cover cost of elections and leasing of election machines
18	6890 - Utilities	30% of electric, water, gas, and sewer for Town Hall, balance to Public Safety since not metered separately
19	Total Expense - Town Clerk	6% budgeted increase, mostly from increases in Compensation

**Town of Bladensburg
Finance Dept
3 Year Budget Comparison**

	FY20	FY19	FY18	Notes	Change over FY19
Expense					
6000 · Compensation	172,853	166,784	159,647	1	6,069
6010 · Regular Pay	13,223	12,759	12,213	2	464
6030 · FICA	36,659	35,091	31,071	3	1,568
6040 · Health Insurance	22,920	21,573	13,043	4	1,347
6050 · Pension	600	600	511	5	-
6060 · Workers Comp	246,255	236,807	216,485	6	9,448
Total 6000 · Compensation					
Other General and Administrative					
6110 · Tuition Reimbursement	4,000	4,000	2,000	7	-
6140 · Professional Development	4,000	4,000	4,000	8	-
6150 · Payroll Service	5,000	5,000	4,500	9	-
6320 · Wireless Communications	960	960	960	10	-
6400 · Computer	1,000	1,000	-	11	-
6460 · Software Contract	1,300	1,300	1,300	12	-
6510 · Audit	18,000	18,000	17,500	13	-
6520 · Bank Charges	4,000	4,000	3,500	14	-
6530 · Bad Debts	6,000	6,000	6,000	15	-
6550 · Insurance - Liability	9,000	9,000	10,000	16	-
6825 · Membership	400	400	125	17	-
6835 · Travel	1,000	1,000	1,000	18	-
Subtotal Expense	300,915	291,467	267,370	19	9,448
6950 · Debt Service					
6965 · Debt Service - Principle	15,000	15,000	18,000		-
6960 · Debt Service - Interest	53,000	53,000	50,000		-
Total 6950 · Debt Service	68,000	68,000	68,000	20	-
Total Expense - Finance	368,915	359,467	335,370	21	9,448

See Accompanying Notes for each line item

**Town of Bladensburg
Finance Dept.
Notes to Line Items**

Note	Account	Description
1	6010 - Regular Pay	Compensation for Treasurer and Accounting Assistant
2	6030 - FICA	7.65% employer tax on total pay
3	6040 - Health Insurance	Health, Dental, Vision insurance with projected increase for FY19
4	6050 - Pension	Increased pension administration cost for the Town
5	6060 - Workers Comp	Required liability insurance to cover employees for workplace accidents
6	Total 6000 - Compensation	4% increase for COLA, Merit, and increased Pension expense
7	6110 - Tuition Reimbursement	Continuing Education courses
8	6140 - Professional Development	Training and leadership conferences
9	6150 - Payroll Service	Fees for bi-weekly payroll service, quarterly and annual tax filings, W-2's, 1099's, check printings, direct deposits, and garnishments
10	6320 - Wireless Communications	\$80 monthly cell phone allotment for Treasurer
11	6400 - Computer	Replacement costs of workstation
12	6460 - Software Contract	Annual licensing costs for QuickBooks Enterprise Accounting Software
13	6510 - Audit	Annual audit and filing of required financials with Dept. of Legislative Services.
14	6520 - Bank Charges	Monthly charges for holding funds in Money Market account for liquidity
15	6530 - Bad Debts	Write-off of uncollectable Personal Property taxes for business that close or relocate
16	6550 - Insurance	Liability and Umbrella Policies for Town, along with Fidelity and Crimes Coverage
17	6825 - Membership	Membership for trade and professional organizations
18	6835 - Travel	Per diem and travel costs for attendance to seminars and conferences
19	Subtotal Expense	3% increase over last fiscal year
20	6950 - Debt Service	Principle and interest payments on Pension Bond, \$290K balance at end of FY19
21	Total Expense - Finance Dept.	3% increase over last fiscal year, mostly due to increased compensation costs

**Town of Bladensburg
Public Safety
Notes to Line Items**

Note	Account	Description
1	6010 - Regular Pay	Regular Pay for (24) uniformed officers, (6) Communications, (3) Code Enforcement, and (2) Administrative positions. Includes salary adjustments for increasing starting officer pay and other pay adjustments
2	6020 - Overtime	7.65% employer tax on total pay
3	6030 - FICA	Health, Dental, Vision insurance based on enrollments with projected increases
4	6040 - Health Insurance	7% contribution to MD State Retirement System plus admin fees, increased for full staffing
5	6050 - Pension	Required liability insurance to cover employees for workplace accidents
6	6060 - Workers Comp	Increased 8%, due to pay adjustments and health insurance enrollments
7	Total 6000 - Compensation	Reimbursement for new officers and expenses to attend the training academy.
8	6110 - Tuition Reimbursement	Annual allowance of \$900 per officer, \$480 per Code Enforcement Officer, and \$300 for Communications, new hire uniforms, bullet proof and outer carry vests
9	6120 - Uniforms	Background checks, psychological evaluations, and investigations for new hires
10	6130 - Recruitment	Training and leadership opportunities for department personnel
11	6140 - Professional Development	Outreach activities such as National Night Out, Movie in the Park, Shop with a Cop, Citizens Police Academy, and other events through our Community Oriented Policing Service (COPS) program
12	6230 - Community Events	All landline phones for Town run through Communications
13	6310 - Telephone	\$80 monthly cell phone allotment for Police Chief and Code Enforcement Supervisor
14	6320 - Wireless Communications	Licensing and upkeep of mobile radios and broadcasting equipment
15	6330 - Communications Contracts	Annual subscription for iNet for mobile data terminals and for email hosting
16	6340 - Interoperability	Broadband access for Town Hall and for COPS office
17	6350 - Internet Access	Subscription for log on ID's to access public information systems
18	6360 - Data Fees	Replacement of desktop and mobile computer terminals
19	6420 - Computer Expense	Contractual services to manage all Town computers, servers, hardware, software, peripherals, and mobile data terminals
20	6440 - IT Support	Annual subscription for DocuWare evidence tracking software and conversion for peripherals, and mobile data terminals
21	6460 - Software Contract	\$4,500, Barracuda Backup for \$3,500, and Trend Micro for \$2,000
22	6545 - Insurance - Auto	Costs to insure all Public Safety vehicles
23	6550 - Insurance - Liability	Coverage through Local Government Insurance Trust (LGIT) and for claim deductibles
24	6570 - Equipment Lease	Monthly copier lease and usage charges for (2) copiers and postage meter
25	6580 - Contractual Services	General Code codification and update and promotional testing program design
26	6620 - Fuel	Fuel for all Public Safety vehicles
27	6640 - Vehicle Repairs and Services	Costs of all maintenance and mechanical repairs to Public Safety vehicles
28	6650 - Vehicle Body Repairs	Repairs paid for damage to vehicles, less deductible if applicable
29	6670 - Equipment Maintenance	Upkeep of recording and interrogation systems
30	6680 - Weapon Repairs and Supplies	Firearm purchases and ammo for range days and qualifications
31	6825 - Membership	Memberships to professional and trade organizations
32	6835 - Travel	Costs associated with attending conferences and seminars for professional development
33	6850 - Office Supplies	Office consumables for Public Safety
34	6855 - Postage	Mailings for investigations, complaints, and tickets
35	6865 - Supplies	Vehicle and safety supplies, investigation kits
36	6885 - Finger Printing	Charges by CIS to perform finger print scans
37	6890 - Utilities	Utilities for Public Safety Office and Police Annex
38	Subtotal Expense	7% increase over last year, mostly due to increases in compensation
39	6970 - Capital Outlay	Tasers \$7,000, 3rd of 5 year installment, Body Cameras \$12,000 3rd of 5 year installment, (3) vehicles outfitted at \$35,000, each, new handheld radios for \$25,000
40	Total Expense - Public Safety	Total of 7% increase for FY20

**Town of Bladensburg
Public Safety
3 Year Budget Comparison**

	FY20	FY19	FY18	Change over FY19
Expense				
6000 - Compensation	2,091,602	1,988,602	1,820,056	103,000
6010 - Regular Pay	191,167	177,852	171,924	13,315
6020 - Overtime	174,632	165,734	152,386	8,898
6030 - FICA	479,762	396,026	303,751	83,736
6040 - Health Insurance	175,695	146,402	147,228	29,293
6050 - Pension	120,000	114,000	168,555	6,000
6060 - Workers Comp	3,232,858	2,988,616	2,763,900	244,242
Total 6000 - Compensation				8%
Other General and Administrative				
6110 - Tuition Reimbursement	8,000	8,000	6,000	-
6120 - Uniforms	42,000	38,000	32,000	4,000
6130 - Recruitment	7,000	7,000	7,000	-
6140 - Professional Development	25,000	25,000	30,000	-
6230 - Community Events	20,000	15,000	10,000	5,000
6310 - Telephone	25,000	23,000	22,000	2,000
6320 - Wireless Communications	17,000	16,000	16,000	1,000
6330 - Communications Contracts	32,000	31,000	30,000	1,000
6340 - Interoperability	8,000	8,000	6,000	2,000
6350 - Internet Access	3,000	2,000	3,000	1,000
6360 - Data Fees	1,500	1,500	2,500	-
6420 - Computer Expense	6,000	8,500	8,500	(2,500)
6440 - IT Support	28,000	28,000	25,000	3,000
6460 - Software Contract	10,000	10,000	5,000	5,000
6545 - Insurance - Auto	36,000	36,000	34,000	2,000
6550 - Insurance - Liability	50,000	50,000	45,000	5,000
6570 - Equipment Lease	9,000	9,000	5,500	3,500
6580 - Contractual Services	18,000	18,000	10,000	8,000
6620 - Fuel	65,000	65,000	60,000	5,000
6640 - Vehicle Repairs and Maintenance	45,000	50,000	50,000	-
6650 - Vehicle Body Repairs	5,000	10,000	16,000	(5,000)
6670 - Equipment Maintenance	2,000	2,000	2,000	-
6680 - Weapon Repairs and Supplies	10,000	10,000	10,000	-
6825 - Membership	1,500	1,000	500	500
6835 - Travel	5,000	5,000	5,000	-
6850 - Office Supplies	10,000	10,000	10,000	-
6855 - Postage	1,200	1,200	1,000	200
6865 - Supplies	3,000	3,000	4,000	-
6885 - Finger Printing	4,000	4,000	5,000	-
6890 - Utilities	18,000	18,000	12,000	6,000
Subtotal Expense	3,748,058	3,501,816	3,236,900	246,242
6970 - Capital Outlay	179,000	173,000	210,000	6,000
Total Expense - Public Safety	3,927,058	3,674,816	3,446,900	252,242
				7%

See Accompanying Notes for each line item

**Town of Bladensburg
Public Works
3 Year Budget Comparison**

	FY20	FY19	FY18	Notes	Change over FY19
Expense					
6000 - Compensation	226,942	279,873	310,321	1	(52,931)
6010 - Regular Pay	7,444	6,847	11,821	2	597
6020 - Overtime	17,931	21,934	24,644	3	(4,003)
6030 - FICA	57,650	65,164	79,681	4	(7,514)
6040 - Health Insurance	19,063	16,513	25,353	5	2,550
6050 - Pension	15,000	15,000	18,008	6	-
6060 - Workers Comp	344,030	405,331	469,828	7	(61,301)
Total 6000 - Compensation					
Other General and Administrative					
6120 - Uniforms	4,000	4,000	4,000	8	-
6140 - Professional Development	4,500	5,000	2,000	9	(500)
6350 - Internet Access	1,200	1,200	1,500	10	-
6620 - Fuel	12,000	12,000	11,000	11	-
6640 - Vehicle Repairs and Maintenance	15,000	15,000	15,000	12	-
6670 - Equipment Maintenance	8,000	4,000	2,000	13	4,000
6710 - Building Maintenance	55,000	55,000	70,000	14	-
6720 - Grounds Maintenance	25,000	25,000	30,000	15	-
6740 - Street Lights	50,000	50,000	50,000	16	-
6750 - Sanitation Contract	168,000	168,000	162,000	17	-
6760 - Landfill Fees	15,500	16,000	16,000	18	(500)
6770 - Building Supplies	8,500	8,500	7,000	19	-
6790 - Janitorial Services	23,000	23,000	20,000	20	-
6835 - Travel	500	1,000	500	21	(500)
6860 - Shop Supplies	3,000	3,000	5,000	22	-
6890 - Utilities	14,000	14,000	13,000	23	-
Subtotal Expense	751,230	810,031	878,828	24	(58,801)
6970 - Capital Outlay	70,000	40,000	128,172	25	30,000
6979 - Highway User Projects	150,000	116,349		26	33,651
Total Expense - Public Works	971,230	966,380	1,007,000	27	(28,801)

See Accompanying Notes for each line item

**Town of Bladensburg
Public Works
Notes to Line Items**

Note	Account	Description
1	6010 - Regular Pay	Compensation for Public Works Director, Foreman, (4) workers, reduced 1 position
2	6020 - Overtime	Reduced budget since will have increased staffing due to filling vacancies
3	6030 - FICA	7.65% employer tax on total pay
4	6040 - Health Insurance	Health, Dental, Vision insurance with projected increase for FY19
5	6050 - Pension	7% contribution to MD State Retirement System plus admin fees based on actual employees as of 6/30/18, decreased due to being down two positions for FY18
6	6060 - Workers Comp	Required liability insurance to cover employees for workplace accidents
7	Total 6000 - Compensation	Decreased 15%, mostly due to reduction of one position
8	6120 - Uniforms	Work and safety gear
9	6140 - Professional Development	Training and leadership conferences
10	6350 - Internet Access	DSL service to PW building
11	6620 - Fuel	Fuel for equipment and trucks
12	6640 - Vehicle Repairs	Repairs and upkeep of trucks and attached equipment
13	6670 - Equipment Maintenance	Repairs and upkeep of mowers and heavy equipment
14	6710 - Building Maintenance	Repairs and upkeep of Town buildings to include Town Hall, Police Station, Police Station Annex, Bostwick House, Public Works Building, and Park structures, decreased this
15	6720 - Grounds Maintenance	Upkeep of grounds around Town buildings and right of ways to include tree removal, mulching, plantings, sidewalk and path maintenance, etc.
16	6740 - Street Lights	Lighting costs for Town roads and paths
17	6750 - Sanitation Contract	Contracted 2x weekly trash pickup and 1x weekly bulk trash and yard waste collection
18	6760 - Landfill fees	Disposal costs of street and roadway debris
19	6770 - Building Supplies	Service for carpets, water, safety stations, and cleaning supplies
20	6790 - Janitorial Service	Contracted service for daily cleaning of Town buildings
21	6835 - Travel	Costs associated with attending conferences and seminars for professional development
22	6860 - Shop Supplies	Consumables and small tools used for upkeep and maintenance of buildings, grounds, vehicles, and equipment
23	6890 - Utilities	Electric, water, sewer, and gas for Public Works building and Bostwick
19	Subtotal Expense	Decreased 3% over last year due to decrease in Compensation and Building Maintenance
20	6970 - Capital Outlay	\$150,000 reserved for street repairs through funding from Highway User Revenues and \$70,000 for new leaf machine truck
21	Total Expense - Public Works	Decreased 3% over last fiscal year

**Town of Bladensburg
Restricted Grants
3 Year Budget Comparison**

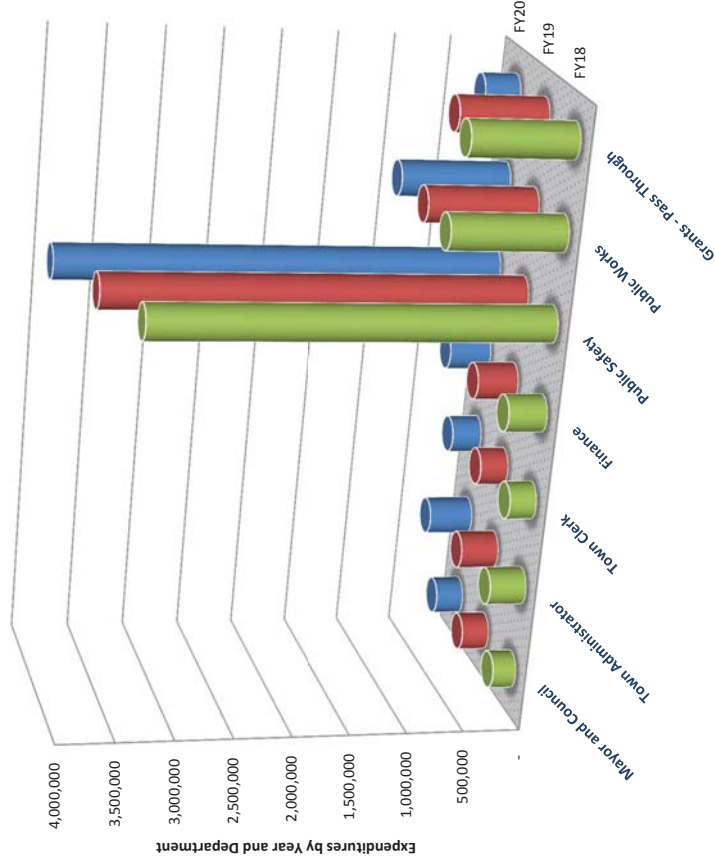
	FY20	FY19	FY18	Notes	Change over FY19
Revenues					
4900 - Restricted Revenues					
4920 · MD Energy Assist.	-	350,000	675,000	1	(350,000)
4950 · Community Legacy	150,000	300,000	100,000	2	(150,000)
4960 · CDBG Construction	135,000	100,000	100,000	3	35,000
4970 - Other Grants	30,000	30,000	47,106	4	0%
Total 4900 - Restricted Revenues	315,000	780,000	922,106	5	(465,000)
Expense					
6900 - Grants - Restricted					
6910 · MD Energy Assistance	-	350,000	675,000	6	(350,000)
6920 · Community Legacy	150,000	300,000	100,000	7	(150,000)
6930 · CDBG	135,000	100,000	100,000	8	35,000
6935 - Other Grants	30,000	30,000	47,106	9	0%
Total 6900 - Grants - Restricted	315,000	780,000	922,106	10	(465,000)

See Accompanying Notes for each line item

**Town of Bladensburg
Grants and Restricted Funds
Notes to Line Items**

Note	Account	Description
1	4920 - MD Energy Assistance	No grant application or award for FY20 due to rising costs
2	4950 - Community Legacy	Funding for Big Belly Trash Cans and other projects
3	4960 - CDBG Construction Grant	Funding for 58th Ave. street improvements
4	4970 - Other Grants	Funding from the MD Historical Trust for Bostwick renovations
5	Total Grant Revenue	\$465K less due to not applying for MD Energy Assistance Grant
6	6910 - MD Energy Asst. Expense	No grant application or award for FY20
7	6920 - Community Legacy	Expense for Big Belly Trash Cans and other projects
8	6930 - CDBG	58th Ave. street improvements cost
9	6935 - Other Grants	Expenses associated with grant received for Bostwick renovations
10	Total Grant Expense	Matches grant income received

3 Year Budgeted Expenditures by Department



	Mayor and Council	Town Administrator	Town Clerk	Finance	Public Safety	Public Works	Grants - Pass Through
FY18	205,745	319,553	234,693	335,370	3,446,900	1,007,000	922,106
FY19	241,866	333,662	248,085	359,467	3,674,816	966,380	780,000
FY20	244,713	387,059	263,939	368,915	3,927,058	971,230	315,000

Accrual Basis

Town of Bladensburg Budget Overview

	FY20	FY19 (Current)	FY18 (Previous)
Revenues			
4000 - Property Taxes	3,617,908	3,490,202	3,272,479
4020 - Real Estate Taxes	750,000	725,000	700,000
4040 - Business Personal Property Tax	4,367,908	4,215,202	3,972,479
Total 4000 - Property Taxes	550,000	525,000	475,000
4100 - Income Tax	16,000	16,000	15,000
4200 - Other Local Taxes	16,000	16,000	15,000
4220 - Admissions and Amusement Tax	80,000	72,000	74,000
Total 4200 - Other Local Taxes	10,000	9,000	9,000
4300 - Licenses and Permits	140,000	140,000	130,000
4310 - Local Business Licenses	230,000	221,000	213,000
4320 - County Traders License	214,882	170,689	156,718
4370 - Cable Franchise Fees	149,000	148,288	150,000
Total 4300 - Licenses and Permits	20,000	20,000	15,000
4500 - State Funding	383,882	338,977	396,718
4510 - Highway User Revenues	22,484	22,484	22,484
4520 - Police Aid	2,372	2,372	2,372
4540 - Police Grants	-	-	1,500
4560 - MD Energy Assistance - Admin	24,856	24,856	26,356
Total 4500 - State Funding	12,000	9,000	10,000
4600 - County Funding	2,000	2,000	2,000
4620 - County Disposal Fee Rebate	5,000	5,000	8,000
4640 - Bank Stock	5,000	5,000	5,000
4660 - Public Works Abatements	24,000	21,000	25,000
Total 4600 - County Funding	15,000	25,000	35,000
4700 - Service Charges	7,000	7,000	7,500
4720 - Local Fines/Fees	42,000	42,000	21,102
4730 - Copier Fees	8,000	8,000	8,000
4740 - Fingerprinting	3,000	3,000	3,500
4760 - Reimbursements	19,000	22,640	21,440
Total 4700 - Service Charges	10,000	50,000	18,000
4800 - Other Revenues	120,000	120,000	18,000
4810 - Insurance Reimbursement	224,000	162,640	119,542
4820 - Bus Shelter Advertising	350,000	350,000	675,000
4830 - Property Rental	150,000	300,000	100,000
4840 - Vehicle Deployment	135,000	100,000	100,000
4850 - Solar Energy Credits	30,000	30,000	47,106
4860 - Loan Repayment	315,000	780,000	922,106
4870 - Misc. Revenues	342,268	299,601	306,166
4880 - Interest Earned	6,477,914	6,604,276	6,471,367
Total 4800 - Other Revenues	150,000	300,000	675,000
4900 - Restricted Revenues	135,000	100,000	100,000
4920 - MD Energy Assistance - Restricted	30,000	30,000	47,106
4950 - Community Legacy - Restricted	315,000	780,000	922,106
4960 - CDBG Construction Grant	315,000	780,000	922,106
4970 - Other Grants	315,000	780,000	922,106
Total 4900 - Restricted Revenues	342,268	299,601	306,166
4999 - Transfer from Fund Balance	6,477,914	6,604,276	6,471,367
Total Revenues	6,477,914	6,604,276	6,471,367

Accrual Basis

**Town of Bladensburg
Budget Overview**

	FY20	FY19 (Current)	FY18 (Previous)
Operating Expenses			
6000 - Compensation	2,868,565	2,804,962	2,647,344
6010 - Regular Pay	200,614	186,632	185,801
6020 - Overtime	234,792	228,858	216,735
6030 - FICA	640,393	582,490	490,683
6040 - Health Insurance	249,360	214,505	214,818
6050 - Pension	137,000	131,000	188,253
6060 - Workers Comp	4,330,724	4,148,447	3,943,634
Total 6000 - Compensation	14,000	15,250	8,000
6100 - Tuition Reimbursement	46,000	42,000	36,000
6120 - Uniforms	7,000	7,000	7,000
6130 - Recruitment	10,000	8,000	10,000
6140 - Professional Development	46,500	46,750	46,750
6145 - Council Business Development	56,500	54,500	56,750
6140 - Professional Development - Other	5,000	5,000	4,500
Total 6140 - Professional Development	10,000	7,000	3,000
6160 - Employee Recognition	2,500	2,500	2,500
6200 - Community	-	-	3,000
6210 - Council Projects	-	-	14,000
6215 - Council Committees	-	-	20,000
6220 - Community Initiatives	30,000	25,000	3,000
6225 - Community Grants	8,000	8,000	3,000
6226 - Fire Department Donation	38,000	23,000	23,000
6225 - Community Grants - Other	65,000	45,000	30,500
Total 6225 - Community Grants	4,500	4,500	4,500
6230 - Community Events	1,000	1,000	1,000
6235 - Senior Citizen Projects	4,000	4,000	4,000
6240 - Memorials	30,000	30,000	30,000
6255 - Town Meetings	2,400	2,400	2,500
6260 - Transportation	25,000	23,000	22,000
6270 - Historic Promotion	25,640	23,680	23,680
6310 - Telephone	32,000	31,000	30,000
6320 - Wireless Communications	8,000	8,000	6,000
6330 - Communications Contracts	4,200	3,200	4,500
6340 - Interoperability	1,500	1,500	2,500
6350 - Internet Access	1,000	1,000	-
6360 - Data Fees	7,000	9,500	9,500
6400 - Computer	28,000	28,000	25,000
6420 - Computer Expense	11,300	11,300	6,300
6440 - IT Support	18,000	18,000	17,500
6460 - Software Contract	4,000	4,000	3,500
6510 - Audit	6,000	6,000	6,000
6520 - Bank Charges	36,000	36,000	34,000
6530 - Bad Debts	61,000	61,000	57,000
6545 - Insurance - Auto	35,000	35,000	35,000
6550 - Insurance - Liability	14,500	14,500	11,500
6560 - Legal	78,000	28,000	20,000
6570 - Equipment Lease	81,000	81,000	75,000
6580 - Contractual Services	61,500	66,500	68,000
6620 - Fuel			
6640 - Vehicle Repairs and Maintenance			

04/24/2019

Draft Budget

26

Accrual Basis

**Town of Bladensburg
Budget Overview**

	FY20	FY19 (Current)	FY18 (Previous)
6650 - Vehicle Body Repairs	5,000	10,000	16,000
6670 - Equipment Maintenance	10,000	6,000	4,000
6680 - Weapon Repairs and Supplies	10,000	10,000	10,000
6710 - Building Maintenance	55,000	55,000	70,000
6720 - Grounds Maintenance	25,000	25,000	30,000
6740 - Street Lights	50,000	50,000	50,000
6750 - Sanitation Contract	168,000	168,000	162,000
6760 - Landfill Fees	15,500	16,000	16,000
6770 - Building Supplies	8,500	8,500	7,000
6790 - Janitorial Services	23,000	23,000	20,000
6810 - Advertising	30,000	25,000	25,000
6820 - Website	7,000	7,000	2,000
6825 - Membership	14,450	13,950	13,225
6830 - Media Supplies	2,000	2,000	3,000
6835 - Travel	12,000	13,000	11,500
6850 - Office Supplies	20,000	20,000	21,000
6855 - Postage	5,200	5,200	4,000
6860 - Shop Supplies	3,000	3,000	5,000
6865 - Supplies	3,000	3,000	4,000
6880 - Election Costs	10,000	-	-
6885 - Finger Printing	4,000	4,000	5,000
6890 - Utilities	37,000	37,000	30,000
6900 - Grants - Restricted	-	-	-
6910 - MD Energy Assistance	-	350,000	675,000
6920 - Community Legacy	150,000	300,000	100,000
6930 - CDBG	135,000	100,000	100,000
6935 - Other Grants	30,000	30,000	47,106
6940 - Highway User Projects	-	-	-
Total 6900 - Grants - Restricted	315,000	780,000	922,106
Subtotal Operating Expenses	5,987,914	6,174,427	6,061,695
Net Surplus	490,000	429,849	409,672
Other Expense			
6950 - Debt Service	53,000	15,000	18,000
6960 - Debt Service - Interest	15,000	53,000	50,000
6965 - Debt Service - Principle	68,000	68,000	68,000
Total 6950 - Debt Service	150,000	150,000	18,000
6970 - Capital Outlay	150,000	-	-
6979 - Highway User Projects	272,000	361,849	341,672
6970 - Capital Outlay - Other	422,000	361,849	341,672
Total 6970 - Capital Outlay	490,000	429,849	409,672
Total Other Expense	490,000	429,849	409,672
Fund Balance	-	-	-

04/24/2019

Draft Budget

27

Organizational Chart of Bladensburg Town Government

