



# Public Meeting

5700 Berwyn Road Berwyn Heights, MD 20740

April 24, 2023 at 7:00 PM

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## AGENDA

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### **MAYOR**

Jodie Kulpa-Eddy

### **COUNCIL MEMBERS**

Christopher Brittan-Powell (Mayor Pro Tem)

Shinita Hemby

Faustino Menjivar

Jason W. Papanikolas

### **Call to Order**

### **Pledge of Allegiance**

#### **1. Announcements**

#### **2. Approval of Agenda**

#### **3. Public Hearings**

Residents can comment in person, by calling 301-474-9570, or emailing Clerk Friesen at [mfriesen@berwynheightsmd.gov](mailto:mfriesen@berwynheightsmd.gov). Resident comments may be limited to 3 minutes.

[a.](#) **Ordinance 185-E- FY23 Budget Amendments**

[b.](#) **Resolution 3-2023 FY24 Fees and Fines Schedule**

#### **4. Old Business**

#### **5. New Business**

[a.](#) Ordinance 185-E FY23 Budget Amendments Introduction

[b.](#) Ordinance 187: FY24 General Fund Budget Ordinance Introduction

c. Ordinance 188: FY24 PSTD Budget Introduction

d. Resolution 2-2023: Traditional Funding for the Berwyn Height Police Department Facility

e. Letter to Aldi/Quantum in Support of Green Initiatives

**6. Resident & Community Comments**

Residents can comment in person, by calling 301-474-9570, or emailing Clerk Friesen at mfriesen@berwynheightsmd.gov. Resident comments may be limited to 3 minutes.

**7. Adjournment**

**To view an AI powered translation of this meeting visit:**

**<https://attend.wordly.ai/join/VLRW-4987>**



# Town of Berwyn Heights

5700 Berwyn Road  
Berwyn Heights, MD 20740  
Tel. (301) 474-5000  
Fax (301) 474-5002

**MAYOR**

Jodie A. Kulpa-Eddy

**COUNCIL MEMBERS**

Christopher S. Brittan Powell (Mayor Pro Tem)  
Jason W. Papanikolas  
Faustino Menjivar  
Shanita Hemby

## ORDINANCE 185-E

### AN ORDINANCE TO AMEND THE FISCAL YEAR 2023 BUDGET

**WHEREAS**, Section 602 of the Town Charter authorizes the Town Council to amend an adopted budget; and

**WHEREAS**, the budget for Fiscal Year 2023 was adopted on May 11, 2022 with the passage of Ordinance 185; and

**WHEREAS**, there is a need to amend the Fiscal Year 2023 Budget to:

- To cover severance pay of \$44,076 for former Town Manager Laura Allen; and
- Pay for the services of a consultant to administer, manage and facilitate an executive search for a Town Manager for the Town at a cost of \$25,300; and

**WHEREAS**, on July 8, 2020 the Town Council approved the appointment of Laura Allen as Berwyn Heights Interim Town Manager, and whose contract included a clause allowing six months of severance pay following two years of employment, with Ms. Allen leaving Town employment on November 11, 2022; and

**WHEREAS**, on March 8, 2023, the Council of the Town of Berwyn Heights approved the hiring of a consultant to administer, manage and facilitate an executive search for a Town Manager for the Town of Berwyn Heights;

**NOW, THEREFORE, BE IT ORDAINED** that the Council of the Town of Berwyn Heights, on this \_\_\_ day of April, 2023, hereby amends the Fiscal Year 2023 Budget by authorizing the following:

1. Transfer \$44,076 from the Town of Berwyn Heights' *General Fund Reserve* to the Town's FY2023 General Fund, Town Administration, Salaries (#130-001), to pay for severance pay, and
2. Transfer \$25,300 from the Town of Berwyn Heights' *General Fund Reserve* to the Town's FY2023 General Fund, Town Administration, Miscellaneous (#130-021) account to pay for an executive search consultant.

**EXPENDITURES:**

**Town Administration**

130-001	Salaries	\$44,076
<b>Subtotal: Salaries</b>		<b>\$44,076</b>

**Town Administration**

130-021	Miscellaneous	\$25,300
<b>Subtotal: Miscellaneous</b>		<b>\$25,300</b>
<b>TOTAL TRANSFERRED</b>		<b>\$69,376</b>

**BE IT FURTHER ORDAINED** that if any sections or provisions or parts of this Ordinance shall be adjudicated to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity of this Ordinance as a whole or any other section or provision or part thereof; and

**BE IT FURTHER ORDAINED** by the Town Council of the Town of Berwyn Heights that this Ordinance shall become effective on May 30, 2023, which is twenty days after its passage, and after having been read at two (2) successive Public Meetings (at the April 26, 2023 Meeting and at the May 10, 2023 Town Meeting), pursuant to Section 311 of the Town Charter, if not petitioned to referendum. If a petition is filed, this Ordinance shall be held in abeyance pending the outcome of a special election.

**Resolved by the Mayor and Town Council**

\_\_\_\_\_  
Jodie Kulpa-Eddy, Mayor

**ATTEST:**

\_\_\_\_\_  
Melanie Friesen, Town Clerk



# Town of Berwyn Heights

5700 Berwyn Road  
Berwyn Heights, MD 20740  
Tel. (301) 474-5000  
Fax (301) 474-5002

Section 3, Item b.

## MAYOR

Jodie Kulpa-Eddy

## COUNCIL MEMBERS

Christopher Brittan-Powell (Mayor Pro Tem)

Shinita Hemby

Faustino Menjivar

Jason W. Papanikolas

## Resolution 03-2023

### Adopting an updated Comprehensive Fees and Fines Schedule

**Whereas**, Chapter IV of the Charter of the Town of Berwyn Heights vests the Town Council with authority to establish and enact fees and fines; and

**Whereas**, Section 602 of the Town Charter requires the Town Council to retain a balance between proposed expenditures and anticipated revenues in the annual operating budget; and

**Whereas**, various sections of the Town Ordinances establish fees to cover the cost of services and fines as penalties for violations; and

**Whereas**, on August 14, 2019 the Town Council adopted Ordinance 179 establishing a comprehensive fee and fine schedule to be listed in the appendix of the codified ordinances of the Town and to transfer all specific dollar amounts of fees and fines found in various sections of the Town ordinances to the newly established fees and fines schedule; and

**Whereas**, with the adoption of Ordinance 179, it was established that the fees and fines charged by the Town shall be reviewed and readopted annually by Resolution to reflect any changes; and

**Whereas**, it was determined by the Council to:

- Increase the fines from \$40 to \$50 for the following traffic and parking violations under Ordinance 119: for illegally parked commercial or recreational vehicles, blocking a private driveway without consent, illegally placed signs prohibiting parking, parking on a bridge or elevated structure, double parking, parking on the travel portion of the roadway, obstructing a private or public driveway (partially in the road), parked more than 12 inches from the curb, parked left wheel to the curb, stop, stand or park any Class FA, FB, FD, EPF, E, Dump or Class E registered truck or vehicle over 20,000 on a public street, and Operate any Class FA, FB, FD, EPF, E, Dump or Class E registered truck or vehicle over 20,000 pound on a public street.
- Ordinance 114: Increased the fine from \$50/\$100 to \$100/\$200 for any violation under this "Peace, Order and Nuisances" Ordinance

NOW, THEREFORE, BE IT RESOLVED, that the Comprehensive Fees and Fines Schedule, as attached, is hereby established with immediate effect.

RESOLVED:

ATTEST:

\_\_\_\_\_  
Jodie A. Kulpa-Eddy, Mayor

\_\_\_\_\_  
Melanie Friesen

**Resolution 03-2023  
Comprehensive Fees Schedule**

Section 3, Item b.

Section of Code	Type of Fee	Amount of Fee (\$)
<b>Ordinance 104 Building &amp; Inspection</b>		
104.8	Residential building permit	\$75 for value of construction under \$25,000
104.8	Residential building permit	\$125 for value of construction over \$25,000
104	Commercial building permit	\$25 + \$3 per \$1,000 of construction to \$1,500 max. Every increment of \$1,000 goes up \$3
104	Deck permit	25.00
104	Fence permit	25.00
104	New home permit	250.00
104	Raze permit	100.00
104.6	Roll-off (Dumpster) permit	\$25 for every 15 days of portion thereof
104.8	Portable temporary storage unit permit	\$50 for every 30 days of portion thereof
104.8	Building, roll-off or storage unit damage deposit	up to \$1,000 (for potential damage to Town ROW)
<b>Ordinance 105 Business Licenses</b>		
104.4	Banks & financial institutions	\$250 per year
104.4	Peddler, solicitors	\$25 per year
104.4	Professional services - Each professional	\$50 per year
104.4	Real estate & insurance - Each agent	\$35 per year
104.4	Coin operated vending machines - each	\$10 per year
Gross receipts fee schedule:		
104.7	Gross receipts under \$25,000	\$40 per year
	Gross receipts \$25,000 - \$100,000	\$75 per year
	Gross receipts \$100,000 - \$500,000	\$125 per year
	Gross receipts \$500,000 - \$750,000	\$185 per year
	Gross receipts \$750,000 or greater	\$250 per year
<b>Ordinance 106 - Cable TV, Comcast</b>		
106.5.a	Franchise application filing fee	5,000.00
<b>Ordinance 117 - Refuse Collection</b>		
Resolution 2-2010 Refuse Collection Fees		
A	Appliances	\$25 prior to collection
B	Building & construction debris	Fee determined by Public Works if over 3 cubic yards
C a	Bulk refuse	No fee if under 3 yards
C b	Bulk refuse	Fee determined by Public Works if over 3 cubic yards
D	Clean outs	Fee determined by Public Works - any amount
E	Electronic or electronic recyclables	Fee determined by Town Council
F	Hazardous waste	Not accepted
G a	Household refuse - first roll-out container	No fee
G b	Household refuse - add'l roll-out container	Fee determined by Town Council
H	Imported waste	Not accepted
I	Loose leaves	No fee
J	Motor vehicles & parts	Fee determined by Public Works
K	Pressured containers	Not accepted
L	Recyclable materials	Fee collected on tax bill
M	Special collection material	Fee determined by Public Works
N	Tires	\$5 each prior to collection
O a	Yard waste	No fee under 3 yards
O b	Yard waste	Fee determined by Public Works if over 3 cubic yards
<b>Ordinance 118 Road &amp; Public Rights-of-Way</b>		
Resolution 05-2019		
Permit application fee		
	Value of work up to \$4,999	40.00
	Value of work \$5,000 to \$25,000	100.00
	Value of work greater than \$25,000	1,000.00
Permit fee		
	Value of construction up to \$250,000	10% of the value of construction/work

**Resolution 03-2023  
Comprehensive Fees Schedule**

Section 3, Item b.

Value of construction \$250,000 or greater	8% of the value of construction/work
Driveway apron (residential only)	40.00
Permit renewal fee	25% of original fee

**Ordinance 119 Traffic & Parking**

Resolution 03-2015

Accident report - resident	10.00
Accident report - non-resident	20.00
Police report - resident	No charge
Police report - non-resident	15.00
Fingerprinting (per card) Residents only	10.00
Returned check	35.00
Vehicle impound release	75.00

**Ordinance 120 Rental Housing**

Resolution 02-2017

Rental license application fee	300.00
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**Ordinance 125 Small Cell Facilities**

Resolution 06-2019

Application fee - up to 5	500.00
Each additional	100.00
Each new pole	1,000.00
Plan review cost, if in excess of set fees	
Access fee	270.00 per small cell facility per year

<b>Administration and Police Department</b>	Notary fee	4.00 per page notarized
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**Resolution 03-2023  
Comprehensive Fines Schedule**

*Section 3, Item b.*

Section in Code	Section Name	Fine for Initial Offense	Fine for Repeat or Continuous Violation	
<b>Ordinance 104 - Building &amp; Inspection Violations</b>				
Section 8	Residential building permit - late filing violation	\$25 per calendar day		
Section 3 D 3	Working under 'Stop Work Order	\$1,000 per calendar day		
	Commercial building permit - late filing violation	\$100 per calendar day		
Section 8	Roll-off container permit fine		\$15	
Section 8	Portable storage unit permit fine		\$25	
Section 8	Portable storage unit - violation for unapproved extension	\$100 per week		
Section 8	Unpaid damages to Town property 10 days after notification	Recorded as lien against property		
<b>Ordinance 105 - Business License Violations</b>				
Resolution 05-2006				
Section 3 - Annual Renewal of Licenses	Application not filed and/or fees not paid within 30 days		\$50	
	Application not filed and/or fees not paid - each additional month or partial month beyond first 30 days			\$50
Section 8 - Violation	Violation of any provision of Ordinance 105		\$50	
	Violation of any provision of Ordinance 105 not corrected in 30 days			\$50
<b>Ordinance 107 - Clean Lot Violations</b>				
Resolution 02-2015				
A 1	Imminent threat violation - (Immediate)	\$25 per day	\$50 per day	
A 2	Hazardous violation (Time sensitive)		\$100	\$200
A 3	Non-hazardous violation (Regular order)		\$100	\$200
B	Tall grass & weeds violation (Time sensitive)		\$100	\$200
C	Invasive species & bamboo violation (Regular order)		\$100	\$200
D	Discarded vehicle violation (Immediate)		\$100	\$200
E	Vehicle condition & storage violation (Regular order)		\$100	\$200
F	Motor vehicle parts violation (Time sensitive)		\$100	\$200
G	Building materials violation (Time sensitive)		\$100	\$200
H	Improper wood storage violation - (Regular order)		\$100	\$200
I	High vegetation violation (Regular order)		\$100	\$200
J	Parking surfaces violation (Immediate)	\$25 per incident		\$25
K	Building security violation (Time sensitive)		\$100	\$200
L	Accessory structures violation (Structural)		\$100	\$200
M	Premises identification violation (Regular order)		\$100	\$200
Section 6 Notice of Violation of Standards A 5 b	Violations not fully corrected within the timeframe, as specified in 6 E of this Ordinance			Not to exceed \$1,000
	Failure to pay fine will result in the amount of any fine(s) imposed to be collected in the same manner as delinquent Town taxes		Lien	
<b>Ordinance 110 - Ethics Violations</b>				
Section 8 - Enforcement	a 1 Late fine for failure to timely file a financial disclosure statement	\$2 per day up to \$250		
	a 2 Late fine for failure to file timely lobbyist registration/lobbyist report	\$10 per day up to \$250		
	a C The Commission may impose a fine for any violation of ORD 110	\$5,000 per day	\$5,000 each additional day	
<b>Ordinance 111 - Municipal Infractions Violations</b>				
Section 2 General Penalties	A. Infraction		\$100	Not to exceed \$200
	B. Misdemeanor - each day to be considered a separate offense	Not to exceed \$100 and possible imprisonment not to exceed 30 days		Not to exceed \$100 and imprisonment not to exceed 30 days
<b>Ordinance 112 - Parks &amp; Public Property Violations</b>				
	Any violation of Ordinance 112	\$5 to \$100 and possible imprisonment not to exceed 30 days		
<b>Ordinance 114 - Peace, Order &amp; Nuisance Violations</b>				
	Any violation of Ordinance 114		\$100	\$200
<b>Ordinance 117 - Refuse Collection Violations</b>				
Resolution 02-2010				
Section 5 Refuse categories fines	Imported waste fine	Up to \$1,000		
	Pressured containers fine	fines may apply		
Section 4				
A	Improper disposal of A. Appliances, B. Bamboo, D. Bulk waste F. composting, H. Fish/Animal carcasses, J. Household refuse L. Leaves, N. Motor vehicle parts/accessories, O. Pressured containers, P. Recyclable materials, Q Special buld refuse, collection, R. Tires, S. Yard waste, and T. Corrugated cardboard boxes & recycling bins/containers:			
	a) first violation in a calendar year		\$15	
	b) second violation in a calendar year			\$25
	c) third violation in a calendar year			\$35
	d) repeat violation in subsequent calendar year			\$50

**Resolution 03-2023  
Comprehensive Fines Schedule**

*Section 3, Item b.*

B	Improper disposal of C. Building, construction, and remodeling materials and waste, E. Clean-outs, I. Hazardous materials or waste, and M. Litter:		
	a) first violation in a calendar year	\$50	
	b) second violation in a calendar year		\$75
	c) third violation in a calendar year		\$100
C	Improper disposal of materials into storm drains		
	a) first violation in a calendar year	\$50	
	b) second violation in a calendar year		\$75
	c) third violation in a calendar year		\$100
Section 3	Imported waste		Up to \$1,000 per violation per day
Section 4 - ORD117 Section 6	Safeguards for collectors		
	a) first violation in a calendar year	\$25	
	b) second violation in a calendar year		\$50
Section 4 - ORD117 Section 7	Accessibility of items placed for collection		
	a) first violation in a calendar year	\$25	
	b) second violation in a calendar year		\$50

**Ordinance 118 - Roads & Public Rights-of-Way Violations**

	Working under 'Stop Work Order'	\$1,000 per day
	Missed construction inspection	\$125 per inspection

**Ordinance 119 - Traffic & Parking Violations**

Section 4			
A	Vehicle parked in excess of 72 hours	\$60	
B	Illegally parked commercial or recreational vehicles	\$50	
C	Abandoned vehicle	\$100	
D	Illegally placed construction equipment or materials	\$100	
E	Conducting vehicle repairs on street	\$60	
F 1	Blocking private driveway without consent	\$50	
F 2	Parking in front of/blocking fire hydrant	\$100	
F 3	Blocking crosswalk	\$60	
F 4	Illegally placed traffic control devices	\$60	
F 5	Illegally placed signs prohibiting parking	\$50	
F 6	Parking in a handicap zone	\$250	
F 7	Parking on any sidewalk	\$60	
F 8	Parking in a fire lane	\$100	
F 9	Parking on a bridge or elevated structure	\$50	
F 10	Double parking	\$50	
F 11	Parking on the travel portion of the roadway	\$50	
F11 A	Obstructing any portion of an intersection	\$75	
F 12	Obstructing private or public driveway (partially in the road)	\$50	
G 1	Parked more than 12 inches from curb	\$50	
G 2	Parked left wheel to curb	\$50	
H 1	Stop, stand, or park any Class FA, FB, FD, EPF, E, Dump or Class E registered truck or vehicle over 20,000 pounds on public street	\$50	
H 2	Operated any Class FA, FB, FD, EPF, E, Dump or Class E registered truck or vehicle over 20,000 pounds on public street	\$50	
I	Parking on private property without permission	\$60	
J	Unattended motor vehicle violation (motor running)	\$75	
K	Failure to attach vehicle registration plates in front and rear	\$60	

**Ordinance 120 - Rental Housing Violations**

Resolution 02-2017			
	Failure to apply for or renew a rental license	\$400	
	Continued failure to apply for or renew a rental license		Up to double for each 20 business days
	Failure to provide all required rental license application info.	\$200	
	Continued failure to provide rental license application info.		Up to double for each 20 business days
	Missed scheduled inspection or reinspection:		
	a) First missed appointment in a calendar year	\$50	
	b) Second missed appointment in a calendar year		\$75
	c) Third and each successive missed appointment in a calendar year		\$100
Public Nuisance Violations	Creating, encouraging, inviting, permitting or continuing to allow a public nuisance - fined to owner:		
	a) First violation in a calendar year	\$200	
	b) Second violation in a calendar year		\$400
	c) Third and each successive violation in a calendar year		\$600
Remedial Violations	Failure to correct remedial violation within 20 days of first notice	\$200	
	Failure to correct remedial violation within 20 days of second notice		\$250
	Failure to correct remedial violation each additional 10 business days		\$250

**Resolution 03-2023  
Comprehensive Fines Schedule**

*Section 3, Item b.*

	Failure to contact for inspection or reinspection within 10 days business days of first Notice of Violation	\$200	
	Failure to contact for inspection or reinspection within 10 days business days of second Notice of Violation		\$250
	Failure to contact for inspection or reinspection each 10 business days thereafter		\$300
All Other Violations	Failure to correct violation with 20 business days of first notice	\$200	
	Failure to correct violation with 20 business days of second notice		\$250
	Failure to correct violation each additional 10 business days		\$250
	Failure to contact for inspection or reinspection within 10 business days of first notice of violation		\$200
	Failure to contact for inspection or reinspection within 10 business days of second notice of violation		\$250
	Failure to contact for inspection or reinspection within 10 for each additional business day thereafter		\$300
Liens	Failure to pay any fine(s) set forth for violations of Ordinance 120 will result in the amount of any fine(s) and fee(s) imposed being recorded as a lien against the property and will be collected in the same manner as delinquent Town taxes		
License or renewal revocation or denial	The Town reserves the right to either revoke or deny the renewal of rental housing license for any violation(s) of Ordinance 120		

**Ordinance 125 Small Cell Facilities**

Resolution 06-2019

Violation fines \$100 per day

**Ordinance 134 - Commercial Clean Lot Violations**

Resolution 07-2015

A. Condition of Exterior

A 1	Imminent threat (Immediate) - 24 hours to correct	\$400	\$800
A 2	Hazardous (Regular order) - 7 days to correct	\$300	\$600
A 3	Non-hazardous (Regular order) - 7 days to correct	\$200	\$400
B	Tall grass & weeds (Regular order) - 7 days to correct	\$200	\$400
C	Invasive species & bamboo (Regular order) - 7 days to correct	\$200	\$400
D	Discarded vehicle (Immediate) - 24 hours to correct	\$300	\$600
E	Vehicle condition & storage (Structural) - 30 days to correct	\$300	\$600
F	Vegetation (Structural) - 30 days to correct	\$200	\$400
G	Plantings in the Right-of-Way (Regular order) - 7 days to correct	\$200	\$400
H	Parking surfaces (Immediate) - 24 hours to correct	\$200	\$400
I	Building materials (Regular order) - 7 days to correct	\$200	\$400
J	Motor vehicle parts (Regular order) - 7 days to correct	\$300	\$600
K	Wood storage (Regular order) - 7 days to correct	\$200	\$600
L	Conditions of public amenities (Structural) - 30 days to correct	\$200	\$400
M	Structures & accessory structures (Structural) - 30 days to correct	\$200	\$400
N	Building security (Immediate)- 24 hours to correct	\$200	\$400
N	Building security (Structural) - 30 days to correct	\$200	\$400
O	Premises grading (Structural) - 30 days to correct	\$200	\$400
P	Compliance w/ County Zoning Ordinance (Regular) - 7 days to correct	\$200	\$400
Q	Premises identification (Regular order) - 7 days to correct	\$200	\$400
R	Construction safety (Regular order) - 7 days to correct	\$200	\$400

**Ordinance 149 - Red Light Camera**

Red Light Camera Violation

\$75

**Ordinance 153 - Noise Violations**

Resolution 01-2011

10 Decibels or less over noise limit:			
a) first offense	Warning		
b) second offense		Warning or \$25	
c) third offense			\$50
d) fourth and subsequent offenses			\$100
More than 10 decibels over noise limit:			
a) first offense	Warning		
b) second offense		Warning or \$50	
c) third offense			\$100
d) fourth and subsequent offenses			\$100
Noise violation at prohibited times:			
a) first offense	Warning		
b) second offense			\$50
c) third offense			\$100
d) fourth and subsequent offenses			\$150
Frequent and sustained noise by domestic animals:			
a) first offense	Warning		

**Resolution 03-2023  
Comprehensive Fines Schedule**

*Section 3, Item b.*

- b) second offense \$15
- c) third offense \$30
- d) fourth and subsequent offenses \$45

Failure of an owner to pay a noise violation fine will result in the amount of the fine being recorded as a lien against the property and collection in the same manner as delinquent Town taxes

Lien



# Town of Berwyn Heights

5700 Berwyn Road  
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**MAYOR**

Jodie A. Kulpa-Eddy

**COUNCIL MEMBERS**

Christopher S. Brittan Powell (Mayor Pro Tem)  
Jason W. Papanikolas  
Faustino Menjivar  
Shinita Hemby

## ORDINANCE 185-E

### AN ORDINANCE TO AMEND THE FISCAL YEAR 2023 BUDGET

**WHEREAS**, Section 602 of the Town Charter authorizes the Town Council to amend an adopted budget; and

**WHEREAS**, the budget for Fiscal Year 2023 was adopted on May 11, 2022 with the passage of Ordinance 185; and

**WHEREAS**, there is a need to amend the Fiscal Year 2023 Budget to:

- To cover severance pay of \$44,076 for former Town Manager Laura Allen; and
- Pay for the services of a consultant to administer, manage and facilitate an executive search for a Town Manager for the Town at a cost of \$25,300; and

**WHEREAS**, on July 8, 2020 the Town Council approved the appointment of Laura Allen as Berwyn Heights Interim Town Manager, and whose contract included a clause allowing six months of severance pay following two years of employment, with Ms. Allen leaving Town employment on November 11, 2022; and

**WHEREAS**, on March 8, 2023, the Council of the Town of Berwyn Heights approved the hiring of a consultant to administer, manage and facilitate an executive search for a Town Manager for the Town of Berwyn Heights;

**NOW, THEREFORE, BE IT ORDAINED** that the Council of the Town of Berwyn Heights, on this \_\_\_ day of April, 2023, hereby amends the Fiscal Year 2023 Budget by authorizing the following:

1. Transfer \$44,076 from the Town of Berwyn Heights' *General Fund Reserve* to the Town's FY2023 General Fund, Town Administration, Salaries (#130-001), to pay for severance pay, and
2. Transfer \$25,300 from the Town of Berwyn Heights' *General Fund Reserve* to the Town's FY2023 General Fund, Town Administration, Miscellaneous (#130-021) account to pay for an executive search consultant.

**EXPENDITURES:**

**Town Administration**

130-001	Salaries	\$44,076
<b>Subtotal: Salaries</b>		<b>\$44,076</b>

**Town Administration**

130-021	Miscellaneous	\$25,300
<b>Subtotal: Miscellaneous</b>		<b>\$25,300</b>
<b>TOTAL TRANSFERRED</b>		<b>\$69,376</b>

**BE IT FURTHER ORDAINED** that if any sections or provisions or parts of this Ordinance shall be adjudicated to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity of this Ordinance as a whole or any other section or provision or part thereof; and

**BE IT FURTHER ORDAINED** by the Town Council of the Town of Berwyn Heights that this Ordinance shall become effective on May 30, 2023, which is twenty days after its passage, and after having been read at two (2) successive Public Meetings (at the April 26, 2023 Meeting and at the May 10, 2023 Town Meeting), pursuant to Section 311 of the Town Charter, if not petitioned to referendum. If a petition is filed, this Ordinance shall be held in abeyance pending the outcome of a special election.

**Resolved by the Mayor and Town Council**

\_\_\_\_\_  
Jodie Kulpa-Eddy, Mayor

**ATTEST:**

\_\_\_\_\_  
Melanie Friesen, Town Clerk



# Town of Berwyn Heights

5700 Berwyn Road  
Berwyn Heights, MD 20740  
Tel. (301) 474-5000  
Fax (301) 474-5002

**MAYOR**  
Amanda M. Dewey

**COUNCIL MEMBERS**  
Jodie A. Kulpa-Eddy (Mayor Pro Tem)  
Christopher S. Brittan Powell  
Jason W. Papanikolas  
Ethan D. Sweep

## ORDINANCE 187 – FY 2024 TOWN BUDGET

**FOR** the purposes of adopting the Town Operating Budget, General Fund, Infrastructure Improvement Reserve Fund, Vehicle and Equipment Replacement Reserve Fund, Public Safety Reserve Fund, Cable Television Public, and Educational and Governmental (PEG) Access Reserve Fund, budgets for the Town of Berwyn Heights for Fiscal Year 2024; appropriating funds for the expenditures for Fiscal Year 2024; establishing appropriation limits at the fund level; defraying all expenses and liabilities of the Town of Berwyn Heights and levying same for the purposes specified; and establishing real estate and personal property tax rates for Fiscal Year 2024, beginning July 1, 2023, and ending June 30, 2024, inclusive, and specifying a rate of interest and penalty to be charged upon overdue-property taxes.

**WHEREAS,** pursuant to Section 602 of the Berwyn Heights Town Charter, the Fiscal Year 2024 General Fund Town Budget was presented at Council Work Sessions in February, March and April 2023, and

**WHEREAS,** pursuant to Section 602 of the Berwyn Heights Town Charter, the Fiscal Year 2024 General Fund Town Budget was presented and discussed at Public Meetings on April 26, 2023 and May 10, 2023, and

**WHEREAS,** pursuant to Section 602 of the Berwyn Heights Town Charter, the Fiscal Year 2023 Budget was made available to Town residents prior to and at Public Meetings on April 26, 2023 and May 10, 2023, and

**WHEREAS,** pursuant to Section 602 of the Berwyn Heights Town Charter, a properly advertised public hearing on the Fiscal Year 2023 General Fund Budget was held on April 12, 2023, and May 10, 2023.

**NOW, THEREFORE:**

**SECTION 1. BE IT ESTABLISHED AND ORDAINED BY THE BERWYN HEIGHTS TOWN COUNCIL** that the following budgets and fund-level appropriation limits, as approved by the Council for the General Fund, Vehicle and Equipment Replacement Reserve Fund, Public Safety Reserve Fund, Cable Television Public, and Educational and Governmental (PEG) Access Reserve Fund, and the same are hereby adopted at the indicated fund levels for the Town of Berwyn Heights, Maryland, for Fiscal Year 2024, beginning July 1, 2023, and ending June 30, 2024, inclusive.

**SECTION 2. GENERAL FUND:**

**A. AND BE IT FURTHER ESTABLISHED AND ORDAINED BY THE BERWYN HEIGHTS TOWN COUNCIL** that the following revenues are, in the considered

judgment of the Town Council, a fair appraisal and estimate of the revenues available to finance this budget and these appropriations for the fiscal year beginning July 1, 2023 and ending June 30, 2024, inclusive:

<b>Source</b>	<b>Estimated Revenues</b>
Real Estate Taxes	\$2,083,639
Real Estate Taxes – Road Repair Fund	127,916
Personal Property Taxes	239,879
Personal Property Tax – Road Repair Fund	14,393
Income Tax	450,000
Refuse and Recycling Collection Fee	97,945
Licenses and Permits	146,100
Intergovernmental	251,303
Service Charges	100
Fines and Forfeitures	160,000
Miscellaneous Revenues	74,900
<u>Fund Balance &amp; Reserves</u>	<u>860,606</u>
<b>TOTAL GENERAL FUND REVENUE:</b>	<b>\$4,506,781</b>

**B. AND BE IT FURTHER ESTABLISHED AND ORDAINED BY THE BERWYN HEIGHTS TOWN COUNCIL** that the following sums and amounts shall be and hereby are appropriated for the fiscal year beginning July 1, 2023 and ending June 30, 2024, inclusive, the said revenues being used to defray expenses and operations of the Town of Berwyn Heights for the General Fund:

<b><u>Account Name</u></b>	<b><u>Approved Budget and Appropriation</u></b>
General Government	\$596,545
Public Safety	977,582
Code Compliance	197,796
Public Works	981,959
Parks & Recreation	51,150
Cable	26,200
Miscellaneous	739,300
Capital Projects Operating	776,152
<u>Capital Projects: Reserve</u>	<u>160,097</u>
<b>TOTAL GENERAL FUND APPROPRIATION</b>	<b>\$4,506,781</b>

**SECTION 3. RATE OF TAXATION ON REAL PROPERTY:**

**BE IT ESTABLISHED AND ORDAINED BY THE BERWYN HEIGHTS TOWN COUNCIL** that a tax rate of fifty one and seventh eighths cents (\$0.5178) on each one hundred dollars (\$100) of assessable property in the Town of Berwyn Heights be and the same is hereby imposed on all assessable property for the fiscal year beginning July 1, 2023 and ending June 30, 2024, to be collected pursuant to the provisions contained in Section 604 of the Charter of the Town of Berwyn Heights and all other provisions pertaining to tax levies in said Charter,



the said tax rate of (\$0.5178) on each one hundred dollars (\$100) shall be used for the operation of the General Fund Budget.

**SECTION 4. RATE OF TAXATION ON PERSONAL PROPERTY:**

**BE IT FURTHER ESTABLISHED AND ORDAINED BY THE BERWYN HEIGHTS TOWN COUNCIL** that a tax rate of one dollar thirty-two and a half cents (\$1.325) on each one hundred dollars (\$100) of assessable personal property in the Town of Berwyn Heights be and the same is hereby imposed on all assessable property for the fiscal year beginning July 1, 2023 and ending June 30, 2024, to be collected pursuant to the provisions contained in Section 604 of the Charter of the Town of Berwyn Heights and all other provisions pertaining to tax levies in said Charter, the said tax rate of one dollar thirty-two and a half cents (\$1.325) on each one hundred dollars (\$100) shall be used for the operation of the General Fund Budget.

**SECTION 5. INFRASTRUCTURE IMPROVEMENT RESERVE FUND ASSESSMENT:**

**BE IT FURTHER ESTABLISHED AND ORDAINED BY THE BERWYN HEIGHTS TOWN COUNCIL** that three cents (\$.03) of each one hundred dollars (\$100) of assessed property in the Town of Berwyn Heights and seven and a half cents (\$0.075) per one hundred dollars (\$100) of assessed personal property valuation shall be appropriated to the Infrastructure Improvement Reserve to be used to install, improve, repair, or reconstruct roads, curbs, gutters, sidewalks, street signs, traffic control markings and devices and any other Town infrastructure; and

**SECTION 6. REFUSE AND RECYCLING COLLECTION FEE:**

**BE IT FURTHER ESTABLISHED AND ORDAINED BY THE BERWYN HEIGHTS TOWN COUNCIL** that a fee of ninety dollars (\$90) shall be assessed for each non-commercial residential dwelling unit, including each unit of rental property, in the Town of Berwyn Heights and same shall be appropriated to the General Fund and shall be used to defray the expenses related to refuse and recycling collection and disposal.

**SECTION 7. INFRASTRUCTURE IMPROVEMENT RESERVE FUND:**

**BE IT FURTHER ESTABLISHED AND ORDAINED BY THE BERWYN HEIGHTS TOWN COUNCIL** that the following sums and amounts shall be and hereby are appropriated for the fiscal year beginning July 1, 2023 and ending June 30, 2024, inclusive, the said revenues being used to defray expenses and operations of the Town of Berwyn Heights for the Infrastructure Improvement Reserve Fund to be used to install, improve, repair, or reconstruct roads, curbs, gutters, sidewalks, street signs, traffic control markings and devices and any other Town infrastructure

	<u>Approved Budget and Appropriation</u>
Governmental Grants-in-aid	\$184,303
Real Estate Tax	127,916
<u>Personal Property Tax</u>	<u>14,393</u>
TOTAL FUNDS AVAILABLE	\$326,612
Transfer from Infrastructure Improvement Reserve:	\$80,097

**SECTION 8. VEHICLE AND EQUIPMENT REPLACEMENT RESERVE FUND:**

**BE IT FURTHER ESTABLISHED AND ORDAINED BY THE BERWYN HEIGHTS TOWN COUNCIL** that the following sums and amounts shall be and hereby are appropriated for the fiscal year beginning July 1, 2023 and ending June 30, 2024, inclusive, the said revenues being used to purchase Town vehicles and equipment:

	<u>Approved Budget and Appropriation</u>
For transfer from Vehicle & Equipment Reserve to General Fund Capital Projects: Operating:	\$80,000

**SECTION 9. VEHICLE AND EQUIPMENT REPLACEMENT RESERVE FUND:**

**BE IT FURTHER ESTABLISHED AND ORDAINED BY THE BERWYN HEIGHTS TOWN COUNCIL** that the following sums and amounts shall be and hereby are transferred from the General Fund for the fiscal year beginning July 1, 2023 and ending June 30, 2024, inclusive, to the Vehicle and Equipment Replacement and Reserve Fund, said fund to be used for the future purchase of Town vehicles and equipment:

	<u>Amount</u>
For transfer from General Fund to the Vehicle and Equipment Replacement Reserve Fund:	\$400,000

**SECTION 10. BE IT FURTHER ORDAINED** that the taxes levied by this Ordinance remaining unpaid on October 1, 2025 shall be overdue, and from and after that date shall bear interest, to be collected with said taxes, at the rate of two-thirds of one percent for each month or fraction of a month and a penalty of thirty dollars for each month or fraction of each month until paid. The Town may place a lien on the personal property and on the real property of the owners of the personal property to collect unpaid personal property tax and any applicable penalty and interest.

**SECTION 13. BE IT FURTHER ORDAINED** that this General Fund Town Budget ensures more than adequate funds are maintained in the Town’s Assigned and Unrestricted Fund Balances in a manner consistent with Resolution 5-2022 Reserve Policy.

**NOW, THEREFORE, BE IT ORDAINED** that the Town Council of the Town of Berwyn Heights does hereby adopt this budget with a supporting real property tax rate of rate of fifty one and seventh eighths cents (\$0.5178) per one hundred dollars (\$100) of assessed valuation of real property and one dollar and thirty-two point five cents (\$1.325) per one hundred dollars (\$100) of valuation of personal property for Fiscal Year 2024, beginning July 1, 2023, and ending June 30, 2024, inclusive.

**AND BE IT FURTHER ORDAINED** that if any section or provisions or parts of this Ordinance shall be adjudicated to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity of this Ordinance as a whole or any other section or provision or part thereof.

**AND BE IT FURTHER ORDAINED** by the Town Council of the Town of Berwyn Heights, that this Ordinance shall become effective on the 1<sup>st</sup> day of June 2023, after having been read at two successive Public Meetings on April 26, 2023 and May 10, 2023, pursuant to Section 311 of the

Berwyn Heights Charter, unless within twenty days (20) after its passage a Referendum Petition is filed with the Town Manager. If such a Petition is filed, this Ordinance shall be held in abeyance pending the outcome of a special election.

By the Order of Mayor and Town Council

\_\_\_\_\_  
Mayor Jodie Kulpa-Eddy  
Town of Berwyn Heights

ATTEST:

\_\_\_\_\_  
Melanie Friesen, Town Clerk  
Date  
Adopted:  
Effective:

**FY 2024 PROPOSED BUDGET  
GENERAL FUND  
at \$.545 Real Estate Tax Rate**

Section 5, Item b.

ACCT#	ACCOUNT NAME	FY22 Actuals	FY2023 Adopted	Actuals as of 3/31/2023	FY2024 Proposed	% Change from FY23 to FY24	\$ Change from FY23 to FY24	Notes
<b>REVENUES</b>								
<b>TAXES AND FEES</b>								
<b>TAX RATE \$.5187</b>								
310-100	Real Estate (RE) Taxes - Current Year	\$1,984,781	\$2,108,400	\$2,053,012	\$2,083,639	-1.17%	(\$24,761)	see Tab #3 for allocation
310-110	RE Taxes - Prior Years	\$2,680		\$32				
310-115	RE Taxes Penalty & Interest	\$4,669		\$266				
310-116	RE Tax - Road Repair Fund - Current Year	\$128,483	\$122,000	\$126,647	\$127,916	4.85%	\$5,916	see Tab #3 for allocation
310-200	Personal Property Tax - Current Year	\$239,901	\$220,000	\$204,728	\$239,879	9.04%	\$19,879	see Tab #3 for allocation
310-210	Personal Property Tax - Prior Years	\$19,022						
310-300	Personal Property Taxes Penalty & Interest	\$1,482						
310-301	Personal Property Taxes - Road Repair Fund	\$14,385	\$12,320	\$1,992	\$14,393	16.83%	\$2,073	see Tab #3 for allocation
310-302	PPT - Road Repair Fund- Prior Years	\$1,261						
310-400	Income Tax	\$538,074	\$400,000	\$285,459	\$450,000	12.50%	\$50,000	on track for \$480,000 in FY23
310-500	Refuse and Recycling Collection Fee	\$97,945	\$0		\$97,945			Question for the Council - do they want to add back
310-700	Admission & Amusement Tax							
<b>TOTAL: TAXES AND FEES</b>		<b>\$3,032,683</b>	<b>\$2,862,720</b>	<b>\$2,672,136</b>	<b>\$3,013,772</b>	<b>5.28%</b>	<b>\$151,052</b>	

<b>LICENSES AND PERMITS</b>								
323-100	Business Licenses	\$19,360	\$17,000	\$14,287	\$24,000	41.18%	\$7,000	estimate based on FY23 1/31/23 actuals
323-115	Business Licenses - Late Fee	\$913	\$500	\$1,300		-100.00%	(\$500)	
323-150	Business Licenses - Prior Years	\$940		\$825				
323-200	Traders Licenses	\$0	\$2,000	\$25	\$500	-75.00%	(\$1,500)	estimate based on FY23 1/31/23 actuals
323-300	Building Permits	\$9,045	\$10,000	\$12,187	\$21,000	110.00%	\$11,000	estimate based on FY23 1/31/23 actuals
323-400	Cable TV Fees - Comcast	\$12,592	\$12,600	\$6,064	\$12,300	-2.38%	(\$300)	estimate based on FY23 1/31/23 actuals
323-401	Cable TV Fees - Verizon	\$21,855	\$22,500	\$10,193	\$20,000	-11.11%	(\$2,500)	estimate based on FY23 1/31/23 actuals
323-500	Rental Licenses	\$48,560	\$63,000	\$40,150	\$67,000	6.35%	\$4,000	estimate based on FY23 1/31/23 actuals
323-600	Dumpster Permits	\$975	\$1,000	\$465	\$1,000	0.00%	\$0	
323-800	Portable Storage Permits	\$315	\$300	\$150	\$300	0.00%	\$0	
<b>TOTAL — LICENSES &amp; PERMITS</b>		<b>\$114,555</b>	<b>\$128,900</b>	<b>\$85,646</b>	<b>\$146,100</b>	<b>13.34%</b>	<b>\$17,200</b>	

**FY 2024 PROPOSED BUDGET  
GENERAL FUND  
at \$.545 Real Estate Tax Rate**

Section 5, Item b.

ACCT#	ACCOUNT NAME	FY22 Actuals	FY2023 Adopted	Actuals as of 3/31/2023	FY2024 Proposed	% Change from FY23 to FY24	\$ Change from FY23 to FY24	Notes
<b>INTERGOVERNMENTAL/ GRANTS</b>								
335-100	Police Aid	\$45,760	\$48,000	\$29,476	\$59,000	22.92%	\$11,000	estimate based on FY23 1/31/23 actuals
335-200	Disposal Fee Rebate	\$8,232	\$8,000	\$4,116	\$8,000	0.00%	\$0	estimate based on FY23 1/31/23 actuals
335-350	Police Protection Grants							
335-500	Highway User Fee	\$154,113	\$148,900	\$64,838	\$184,303	23.78%	\$35,403	Based on estimates provided by the State FY23 and
335-976	Bond Bill	\$0	\$0				\$0	
<b>TOTAL: INTERGOVERNMENTAL</b>		\$208,105	\$204,900	\$98,430	\$251,303	22.65%	\$46,403	
<b>SERVICE CHARGES</b>								
361-100	Pedestrian Bridge Reimbursement		\$100		\$100	0.00%	\$0	
<b>TOTAL: SERVICE CHARGES</b>		\$0	\$100	\$0	\$100	0.00%	\$0	
<b>FINES AND FORFEITURES</b>								
362-100	Police Department	\$35,299	\$55,000	\$33,280	\$30,000	-45.45%	(\$25,000)	estimate based on FY23 1/31/23 actuals
362-110	Speed Camera	\$69,019	\$45,000	\$35,880	\$80,000	77.78%	\$35,000	estimate based on FY23 1/31/23 actuals
362-New	Red Light Camera				\$45,000			need estimate from Chief
362-200	Code Compliance Fines	\$900	\$5,000	\$5,048	\$5,000	0.00%	\$0	estimate based on FY23 1/31/23 actuals
362-211	Code Lien Paid- Prior Year							
362-212	Code Lien Interest							
<b>TOTAL: FINES &amp; FORFEITURES</b>		\$105,218	\$105,000	\$74,208	\$160,000	52.38%	\$55,000	

**FY 2024 PROPOSED BUDGET  
GENERAL FUND  
at \$.545 Real Estate Tax Rate**

Section 5, Item b.

ACCT#	ACCOUNT NAME	FY22 Actuals	FY2023 Adopted	Actuals as of 3/31/2023	FY2024 Proposed	% Change from FY23 to FY24	\$ Change from FY23 to FY24	Notes
<b>MISCELLANEOUS</b>								
370-110	Interest & Dividend Income Old Line Bank	\$2,532	\$5,000	\$15,360	\$30,000	500.00%	\$25,000	Interest rates increasing
370-200	Town Center Rental	\$0	\$2,500	\$4,050	\$10,000	300.00%	\$7,500	
370-300	Recycling	\$1,464	\$1,000	\$655	\$1,000	0.00%	\$0	estimate based on FY23 1/31/23 actuals
370-301	Appliance Pick-up	\$630	\$300	\$200	\$300	0.00%	\$0	estimate based on FY23 1/31/23 actuals
370-303	Bulk Trash Pick up	\$285	\$0		\$300	100.00%	\$300	
370-400	Notary & copying service	\$144	\$100	\$76	\$100	0.00%	\$0	
370-500	Other	\$10,454	\$71,000	\$2,924	\$5,000	-92.96%	(\$66,000)	\$71,000 was for the refund of the forfeiture account
370-550	Police Dept. - Miscellaneous	\$6,874	\$3,000	\$2,400	\$2,500	-16.67%	(\$500)	estimate based on FY23 1/31/23 actuals
370-555	CARES Act Grant							
370-600	Advertising in Bulletin	\$662	\$1,000	\$212	\$500	-50.00%	(\$500)	estimate based on FY23 1/31/23 actuals
370-700	Sale of Assets		\$0					
370-800	Cable TV PEG Grant - Comcast	\$7,449	\$7,500	\$3,638	\$7,500	0.00%	\$0	estimate based on FY23 1/31/23 actuals
370-801	Cable TV PEG Grant - Verizon	\$13,900	\$14,300	\$6,483	\$12,700	-11.19%	(\$1,600)	estimate based on FY23 1/31/23 actuals
370-912	Insurance Recovery Proceeds	\$3,172		\$1,932			\$0	
370-XXX	Men's League Reimbursement		\$0		\$5,000	5000.00%	\$5,000	Reimbursement by MNCPPC
<b>TOTAL: MISCELLANEOUS</b>		\$47,566	\$105,700	\$37,930	\$74,900	-29.14%	(\$30,800)	
<b>TOTAL RECEIPTS</b>		\$3,508,127	\$3,407,320	\$2,968,350	\$3,646,175	7.01%	\$238,855	
<b>GENERAL FUND BALANCE (Transfer from Reserves)</b>								
301-100	Fund Balance - Operating Budget		\$135,445		\$700,509	417.19%	\$565,064	This line item if using General Fund Reserves to Balance
301-100	Fund Balance -Police Vehicles		\$0		\$0	0.00%	\$0	
301-300	Fund Balance - Capital Projects & Purchases		\$0		\$0	0.00%	\$0	
301-401	Reserve - Vehicle Replacement		\$139,000		\$80,000	-42.45%	(\$59,000)	
301-402	Reserve - Infrastructure Improvement		\$30,000		\$80,097	166.99%	\$50,097	this is for road repair minus HUR money
301-403	Reserve - PEG Cable TV		\$108,300		\$0	-100.00%	(\$108,300)	
301-405	Reserve - NW Trailer		\$0		\$0	0.00%	\$0	
<b>TOTAL: FUND BALANCE &amp; RESERVE TRANS.</b>		\$0	\$412,745	\$0	\$860,606	108.51%	\$447,861	
<b>TOTAL REVENUES</b>		\$3,508,127	\$3,820,065	\$2,968,350	\$4,506,781	17.98%	\$686,716	

**FY 2024 PROPOSED BUDGET  
GENERAL FUND  
at \$.545 Real Estate Tax Rate**

Section 5, Item b.

ACCT#	ACCOUNT NAME	FY22 Actuals	FY2023 Adopted	Actuals as of 3/31/2023	FY2024 Proposed	% Change from FY23 to FY24	\$ Change from FY23 to FY24	Notes
<b>GENERAL GOVERNMENT</b>								
<b>MAYOR and COUNCIL</b>								
110-015	Council Conventions & Training	\$8,409	\$8,500	\$1,362	\$8,500	0.00%	\$0	
110-016	Council Public Relations	\$6,158	\$1,000		\$1,000	0.00%	\$0	
110-017	Education	\$4,000	\$4,000		\$4,000	0.00%	\$0	FY23 YTD actuals are lower than anticipated
110-019	Council Stipends	\$12,500	\$12,000	\$9,000	\$12,000	0.00%	\$0	
110-020	Network Software Support	\$5,775	\$3,000	\$3,229	\$9,000	200.00%	\$6,000	\$750/mo. X 12/mos. (live translation service)
110-021	Miscellaneous	\$860	\$500	\$470	\$1,976	295.20%	\$1,476	Air Cards = \$24.60/mo. x 5 x 12/mos. + \$500
110-029	Council Communications	\$1,080	\$500	\$779	\$500	0.00%	\$0	
110-078	Spay and Neuter Program	\$0	\$600		\$300	-50.00%	(\$300)	FY23 YTD actuals are lower than anticipated
<b>TOTAL: MAYOR and COUNCIL</b>		<b>\$38,782</b>	<b>\$30,100</b>	<b>\$14,840</b>	<b>\$37,276</b>	<b>23.84%</b>	<b>\$7,176</b>	
<b>TOWN ADMINISTRATION</b>								
130-001	Salaries	\$216,979	\$220,000	\$180,996	\$229,219	4.19%	\$9,219	4% COLA \$9,422
130-002	Independent Contractor - Treasurer	\$85,000	\$85,000	\$67,292	\$85,000	0.00%	\$0	
130-003	Temporary Services	\$0	\$0	\$0	\$0	0.00%	\$0	
130-004	FICA	\$17,140	\$17,000	\$15,950	\$17,600	3.53%	\$600	
130-027	Vacation Attrition		\$2,000	\$9,012	\$2,000	0.00%	\$0	
130-029	Overtime		\$300	\$0	\$500	66.67%	\$200	OT might be used during FY2024
130-007	Office Supplies	\$1,702	\$2,000	\$1,997	\$2,500	25.00%	\$500	Increase reflects FY23 YTD spending
130-008	Postage	\$584	\$1,500	\$422	\$1,200	-20.00%	(\$300)	Decrease reflects FY23 YTD spending
130-009	Bulletin	\$20,649	\$24,000	\$15,166	\$24,000	0.00%	\$0	Publishing costs have increased
130-010	Repairs & Maintenance	\$74	\$1,000	\$209	\$500	-50.00%	(\$500)	
130-011	Audit Services	\$18,728	\$20,000	\$9,287	\$20,000	0.00%	\$0	
130-012	Legal Expenses	\$6,066	\$7,000	\$11,327	\$20,000	185.71%	\$13,000	Increase reflects FY23 YTD actuals
130-014	Elections- Ballots, Supplies and Stipends	\$1,975	\$0	\$0	\$4,600	4600.00%	\$4,600	May 2024 Town elections
130-015	Dues and Conferences	\$4,993	\$8,000	\$2,825	\$8,000	0.00%	\$0	
130-016	Public Relations	\$2,436	\$2,500		\$2,500	0.00%	\$0	
130-017	Training and Seminars	\$1,999	\$3,000	\$867	\$2,000	-33.33%	(\$1,000)	
130-018	Travel	\$2,044	\$1,500		\$1,500	0.00%	\$0	
130-020	Network/Software Support	\$1,820	\$3,500	\$2,988	\$3,500	0.00%	\$0	
130-021	Miscellaneous	\$5,893	\$3,500	\$2,620	\$3,500	0.00%	\$0	add new bulletin board \$600
130-023	Books & Periodicals	\$0	\$0		\$0	0.00%	\$0	
130-024	Copier Rental & Maintenance	\$3,424	\$4,000	\$3,608	\$4,000	0.00%	\$0	
130-025	Payroll Processing Fees	\$4,918	\$5,000	\$5,025	\$6,000	20.00%	\$1,000	Increase reflects FY23 YTD spending

**FY 2024 PROPOSED BUDGET  
GENERAL FUND  
at \$.545 Real Estate Tax Rate**

ACCT#	ACCOUNT NAME	FY22 Actuals	FY2023 Adopted	Actuals as of 3/31/2023	FY2024 Proposed	% Change from FY23 to FY24	\$ Change from FY23 to FY24	Notes
130-028	Gasoline & Oil	\$0	\$500		\$500	0.00%	\$0	
130-032	Communications - phone bills, reimburs.	\$3,501	\$2,000	\$1,142	\$2,000	0.00%	\$0	
130-031	Code Supplementation	\$0	\$0		\$0	0.00%	\$0	
130-035	Capital Outlay > \$5,000	\$3,467	\$0		\$0	0.00%	\$0	
130-036	Equipment/Computers		\$5,000	\$1,634	\$6,000	20.00%	\$1,000	Approx. \$5,000 has been purchased but not receive
130-086	Town Council Dues	\$3,579	\$5,400	\$3,686	\$5,400	0.00%	\$0	
130-087	Law Books Subscription	\$1,844	\$2,000	\$1,908	\$2,000	0.00%	\$0	
130-088	Tranlation				\$5,000	100.00%	\$5,000	Mercy
130-089	Emergency Assistance				\$50,000	100.00%	\$50,000	per the Mayor's recommendation
<b>TOTAL: ADMINISTRATION</b>		\$408,815	\$425,700	\$337,961	\$509,019	19.57%	\$83,319	
<b>Staff summary</b>		3 F/T; Contractor	3 F/T; Contractor					
<b>MUNICIPAL BUILDING</b>								
170-010	Repairs & Maintenance	\$3,679	\$5,000	\$4,234	\$4,000	-20.00%	(\$1,000)	Decrease reflects FY23 YTD spending
170-026	Electricity	\$4,122	\$4,000	\$3,958	\$5,000	25.00%	\$1,000	Increase reflects FY23 YTD actuals
170-027	Water & Sewer	\$1,446	\$600	\$2,204	\$2,400	300.00%	\$1,800	Increase reflects FY23 YTD actuals
170-028	Gas	\$763	\$800	\$1,118	\$1,600	100.00%	\$800	Increase reflects FY23 YTD actuals
170-030	Custodial Supplies	\$0	\$500		\$500	0.00%	\$0	
170-031	Improvements of Grounds	\$335	\$500	\$484	\$750	50.00%	\$250	Increase reflects FY23 YTD actuals
170-032	Telephone system	\$2,884	\$3,000	\$1,493	\$2,500	-16.67%	(\$500)	Decrease reflects FY23 YTD spending
170-033	Capital Outlay - Building	\$3,123	\$0		\$5,000	0.00%	\$5,000	new windows throughout municipal building
170-036	Hospitality	\$0	\$0		\$200	200.00%	\$200	
170-037	Miscellaneous	\$0	\$0		\$1,500	200.00%	\$1,500	replace blackboard on municipal building
<b>TOTAL: MUNICIPAL BUILDING</b>		\$16,352	\$14,400	\$13,491	\$23,450	62.85%	\$9,050	
<b>TOWN CENTER</b>								
190-007	Office Supplies/ Love Room	\$619	\$500	\$359	\$300	-40.00%	(\$200)	FY23 YTD spending yet to be attributed to this line
190-010	Repairs & Maintenance	\$16,068	\$8,500	\$8,135	\$8,500	0.00%	\$0	purchasing keyless entry to Town Ctr & Love conf rc
190-013	Elevator Repairs & Maintenance	\$5,632	\$6,500	\$290	\$6,500	0.00%	\$0	Need to purchase new warranty; antic. other expen
190-021	Miscellaneous	\$4,005	\$500	\$132	\$500	0.00%	\$0	
190-026	Electricity	\$5,873	\$6,500	\$4,729	\$6,500	0.00%	\$0	
190-027	Water & Sewer	\$2,069	\$2,000	\$888	\$2,000	0.00%	\$0	
190-028	Gas	\$1,918	\$2,000	\$2,135	\$2,000	0.00%	\$0	
190-030	Custodial Supplies	\$1,084	\$500		\$500	0.00%	\$0	
190-032	Telephone	\$0	\$0					
190-035	Capital Outlay >\$5,000	\$2,238	\$0					
<b>TOTAL: TOWN CENTER</b>		\$39,506	\$27,000	\$16,668	\$26,800	-0.74%	(\$200)	
<b>TOTAL: GENERAL GOVERNMENT</b>		\$503,455	\$497,200	\$382,960	\$596,545	19.98%	\$99,345	
<b>PUBLIC SAFETY</b>								
<b>POLICE DEPARTMENT</b>								
210-001	Salaries & Wages	\$530,033	\$601,000	\$400,770	\$637,882	6.14%	\$36,882	One promotion; does not incl. COLA 4% = \$29



**FY 2024 PROPOSED BUDGET  
GENERAL FUND  
at \$.545 Real Estate Tax Rate**

ACCT#	ACCOUNT NAME	FY22 Actuals	FY2023 Adopted	Actuals as of 3/31/2023	FY2024 Proposed	% Change from FY23 to FY24	\$ Change from FY23 to FY24	Notes
210-002	Overtime Wages	\$50,531	\$30,000	\$48,365	\$30,000	0.00%	\$0	Translation work transferred to General Govt.
210-003	Shift Differential	\$5,712	\$6,000	\$4,553	\$6,000	0.00%	\$0	
210-004	FICA	\$44,674	\$49,000	\$38,055	\$51,600	5.31%	\$2,600	
210-019	Vacation Attrition		\$3,000		\$3,000	0.00%	\$0	Remains the same just in case it's needed
210-007	Supplies	\$4,910	\$6,500	\$1,422	\$4,500	-30.77%	(\$2,000)	Reduction reflects FY23 YTD spending
210-008	Postage	\$713	\$1,000	\$483	\$1,000	0.00%	\$0	
210-009	Locality Pay	\$6,243	\$7,200	\$3,969	\$7,200	0.00%	\$0	
210-010	Vehicle Repairs	\$29,746	\$20,000	\$9,231	\$20,000	0.00%	\$0	
210-011	Vehicle Preventive Maintenance	\$2,029	\$2,000	\$1,810	\$2,000	0.00%	\$0	
210-012	Maintenance & Repairs	\$4,457	\$2,000	\$841	\$2,000	0.00%	\$0	
210-013	Language Pay	\$4,944	\$5,000	\$4,134	\$7,500	50.00%	\$2,500	NEED TO DISCUSS - New Hire (Ms. Portillo)
210-014	Hazard Pay	\$0	\$0					
210-015	Dues & Conferences	\$7,849	\$4,000	\$1,240	\$4,000	0.00%	\$0	
210-016	Public Relations	\$5,954	\$5,000	\$800	\$5,000	0.00%	\$0	Reduction reflects FY23 YTD spending
210-017	Training & Seminars	\$4,186	\$6,000	\$1,325	\$6,000	0.00%	\$0	
210-020	Network/Software Support	\$609	\$2,000	\$2,359	\$12,000	500.00%	\$10,000	Start-up: Lexipol
210-021	Miscellaneous	\$6,973	\$1,500	\$1,119	\$1,500	0.00%	\$0	
210-023	Books & Periodicals	\$184	\$500	\$34	\$500	0.00%	\$0	
210-024	Copier Rental & Maintenance	\$1,289	\$3,000	\$2,064	\$2,000	-33.33%	(\$1,000)	Reduction reflects FY23 YTD spending
210-026	Electricity	\$3,882	\$4,000	\$2,581	\$4,000	0.00%	\$0	
210-028	Gasoline & Oil	\$24,117	\$22,000	\$16,425	\$22,000	0.00%	\$0	
210-029	Communications	\$14,573	\$13,000	\$8,809	\$13,000	0.00%	\$0	
210-032	Telephone	\$2,653	\$2,000	\$2,336	\$4,000	100.00%	\$2,000	Increase reflects FY23 YTD spending
210-035	Capital Outlay >\$5,000	\$26,353	\$0					
210-036	Police Station Rent	\$20,935	\$24,000	\$15,701	\$24,000	0.00%	\$0	
210-037	Ammunition	\$95	\$3,000		\$3,000	0.00%	\$0	
210-038	Uniforms	\$19,663	\$17,000	\$8,258	\$17,000	0.00%	\$0	Reduction reflects FY23 YTD spending
210-025	Equipment and Equipment Rental		\$10,000	\$10,633	\$11,000	10.00%	\$1,000	decible readers
210-050	National Night Out	\$0	\$4,000	\$300	\$2,000	-50.00%	(\$2,000)	Reduction reflects FY23 YTD spending
210-052	Secret Service Reimbursement	\$1,218	\$1,500		\$1,500	0.00%	\$0	
210-053	Speed Camera Administration	\$45,404	\$35,000	\$27,581	\$40,500	15.71%	\$5,500	
210-054	Red Light Camera Administration				\$18,000			NEW ITEM
<b>TOTAL: POLICE DEPARTMENT</b>		<b>\$869,929</b>	<b>\$890,200</b>	<b>\$615,198</b>	<b>\$963,682</b>	<b>6.23%</b>	<b>\$55,482</b>	

**FY 2024 PROPOSED BUDGET  
GENERAL FUND  
at \$.545 Real Estate Tax Rate**

ACCT#	ACCOUNT NAME	FY22 Actuals	FY2023 Adopted	Actuals as of 3/31/2023	FY2024 Proposed	% Change from FY23 to FY24	\$ Change from FY23 to FY24	Notes
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**Staff summary**      9 F/T; 1 P/T      9 F/T; 1 P/T

**PUBLIC SAFETY MISCELLANEOUS**

211-076	Neighborhood Watch	\$3,483	\$3,900	\$750	\$3,900	0.00%	\$0	NOTE: MAY BE REDUCED
211-090	BH VFD	\$10,000	\$10,000	\$10,000	\$10,000	0.00%	\$0	
<b>TOTAL: PUBLIC SAFETY MISC.</b>		<b>\$13,483</b>	<b>\$13,900</b>	<b>\$10,750</b>	<b>\$13,900</b>	<b>0.00%</b>	<b>\$0</b>	

<b>TOTAL: PUBLIC SAFETY</b>	<b>\$883,412</b>	<b>\$904,100</b>	<b>\$625,948</b>	<b>\$977,582</b>	<b>8.13%</b>	<b>\$73,482</b>
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**CODE COMPLIANCE DEPARTMENT**

**CODE COMPLIANCE**

220-001	Salaries	\$120,621	\$126,000	\$92,260	\$130,998	3.97%	\$4,998	4% COLA = \$4,998
220-003	Wages - Part Time	\$22,994	\$24,000	\$16,582	\$24,948	3.95%	\$948	4% COLA = \$948
220-004	FICA	\$10,765	\$11,500	\$9,136	\$12,000	4.35%	\$500	Percentage ascribed by the ITM
220-041	Vacation Attrition		\$1,000	\$0	\$1,000	0.00%	\$0	
220-007	Supplies	\$1,055	\$1,000	\$1,693	\$1,500	50.00%	\$500	
220-008	Postage	\$784	\$1,000	\$672	\$1,000	0.00%	\$0	
220-010	Vehicle Repairs	\$2,927	\$1,000	\$1,605	\$2,000	100.00%	\$1,000	Increase reflects FY23 YTD spending
220-011	Vehicle Preventive Maintenance	\$771	\$500	\$387	\$500	0.00%	\$0	
220-015	Dues & Conferences	\$635	\$1,500	\$919	\$1,500	0.00%	\$0	
220-016	Public Relations	\$23	\$0		\$0		\$0	
220-017	Training & Seminars	\$803	\$2,800	\$755	\$2,000	-28.57%	(\$800)	
340-018	Travel	\$0	\$550	\$64	\$550	0.00%	\$0	
220-020	Network/Software Support	\$10,286	\$11,000	\$11,333	\$11,400	3.64%	\$400	\$400 increase in cost of software/licensing
220-021	Miscellaneous	\$332	\$1,000	\$1,375	\$1,000	0.00%	\$0	
220-023	Books & Periodicals	\$0	\$200	\$52	\$100	-50.00%	(\$100)	No spending during FY23, therefore decrease
220-028	Gasoline & Oil	\$737	\$1,300	\$581	\$1,300	0.00%	\$0	
220-029	Communication	\$2,892	\$3,000	\$1,575	\$3,000	0.00%	\$0	
220-035	Capital Outlay >\$5,000	\$2,126	\$0		\$0		\$0	NEED TO \$\$\$ INTO DPW CAP./RES. FUND
220-038	Uniforms	\$577	\$750		\$1,000	33.33%	\$250	No spending during FY23, therefore decrease
220-042	Equipment		\$2,000		\$2,000	0.00%	\$0	No spending during FY23, therefore decrease
<b>TOTAL: CODE COMPLIANCE</b>		<b>\$178,328</b>	<b>\$190,100</b>	<b>\$138,989</b>	<b>\$197,796</b>	<b>4.05%</b>	<b>\$7,696</b>	

**Staff summary**      2 F/T; 1 P/T      2 F/T; 1 P/T

<b>TOTAL: CODE COMPLIANCE</b>	<b>\$178,328</b>	<b>\$190,100</b>	<b>\$138,989</b>	<b>\$197,796</b>	<b>4.05%</b>	<b>\$7,696</b>
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**FY 2024 PROPOSED BUDGET  
GENERAL FUND  
at \$.545 Real Estate Tax Rate**

ACCT#	ACCOUNT NAME	FY22 Actuals	FY2023 Adopted	Actuals as of 3/31/2023	FY2024 Proposed	% Change from FY23 to FY24	\$ Change from FY23 to FY24	Notes
<b>PUBLIC WORKS DEPARTMENT</b>								
<b>PUBLIC WORKS BUILDING</b>								
310-007	Supplies	\$3,129	\$3,000	\$1,789	\$3,300	10.00%	\$300	Inflation adjustment
310-010	Building Maintenance & Repairs	\$2,238	\$5,000	\$5,625	\$5,000	0.00%	\$0	
310-026	Electricity	\$3,220	\$3,000	\$2,542	\$3,000	0.00%	\$0	
310-027	Water & Sewer	\$1,039	\$1,000	\$549	\$1,000	0.00%	\$0	
310-028	Gas	\$1,695	\$1,500	\$1,418	\$1,500	0.00%	\$0	
310-029	Communications	\$2,931	\$1,000	\$1,496	\$2,500	150.00%	\$1,500	Increase reflects FY23 YTD spending
310-032	Telephone	\$2,267	\$2,000	\$1,864	\$2,000	0.00%	\$0	
310-033	Capital Outlay Building	\$3,434	\$0	\$0	\$0	0.00%	\$0	repair roof
310-035	Capital Outlay >\$5,000	\$7,000	\$5,000	\$1,353	\$5,000	0.00%	\$0	Expense(s) anticipated during FY2024
310-041	Equipment	\$2,261	\$2,500	\$929	\$2,500	0.00%	\$0	
310-042	Tools	\$2,788	\$1,500	\$610	\$1,500	0.00%	\$0	FY23 actuals might be higher; increase by \$1K
<b>TOTAL: PUBLIC WORKS BLDG</b>		<b>\$32,002</b>	<b>\$25,500</b>	<b>\$18,175</b>	<b>\$27,300</b>	<b>7.06%</b>	<b>\$1,800</b>	

<b>STREETS &amp; SANITATION</b>								
340-001	Salaries - Full-Time	\$303,988	\$385,000	\$247,865	\$404,501	5.07%	\$19,501	4% COLA
340-002	Overtime Wages	\$7,516	\$10,000	\$2,491	\$7,500	-25.00%	(\$2,500)	Reduction = FY23 spend & accommodates BHD
340-003	Wages - Part-Time	\$14,962	\$35,000	\$9,137	\$59,158	69.02%	\$24,158	Eddie Stewart FY23 limit was \$12,000 but he can wv
340-004	FICA	\$24,585	\$33,000	\$21,343	\$35,500	7.58%	\$2,500	
340-061	Vacation Attrition	\$0	\$1,000	\$0	\$0	-100.00%	(\$1,000)	Not anticipating FY24 spending from this line
340-007	Supplies	\$2,771	\$3,000	\$141	\$2,000	-33.33%	(\$1,000)	
340-008	Postage	\$0	\$100	\$0	\$100	0.00%	\$0	
340-009	Temporary Help Service	\$90,499	\$30,000	\$64,280	\$30,000	0.00%	\$0	Seasonal leaf crew+; backfill open positions
340-010	Vehicle Repairs	\$39,720	\$49,000	\$50,780	\$57,000	16.33%	\$8,000	Higher anticipated maintenance costs
340-011	Vehicle Preventive Maintenance	\$13,734	\$15,000	\$18,147	\$22,500	50.00%	\$7,500	Higher service costs
340-014	Hazard Pay	\$0	\$0	\$0	\$0		\$0	
340-015	Dues & Conferences	\$122	\$3,000	\$867	\$2,000	-33.33%	(\$1,000)	Reduction reflects FY2023 YTD spending
340-017	Training & Seminars	\$3,365	\$6,000	\$3,750	\$6,000	0.00%	\$0	CDL + safety training anticipated during FY24
340-018	Travel	\$0	\$500	\$0	\$500	0.00%	\$0	
340-021	Miscellaneous	\$3,336	\$1,200	\$875	\$1,200	0.00%	\$0	
340-022	Employee Recognition Incentives	\$699	\$500	\$0	\$1,200	140.00%	\$700	Actuals = per Brad; team-building/apprec./etc
340-023	Books & Periodicals	\$0	\$0	\$0	\$0		\$0	
340-028	Gasoline & Oil	\$34,271	\$25,000	\$25,918	\$40,000	60.00%	\$15,000	Increased fuel costs
340-035	Capital Outlay >\$5,000	\$2,806	\$0	\$0	\$0		\$0	
340-038	Uniforms	\$12,074	\$12,000	\$8,337	\$12,000	0.00%	\$0	
340-041	Equipment & Equipment Rental	\$10,309	\$14,000	\$0	\$10,000	-28.57%	(\$4,000)	Antic. purchase mower; poss. dump truck rental
340-042	Compost Collection	\$3,051	\$3,500	\$1,361	\$4,200	20.00%	\$700	Monies repurposed: buy 84 trial compost container.
340-044	Solid Waste Disposal Fees	\$94,332	\$112,700	\$76,346	\$112,700	0.00%	\$0	
340-045	Leaf Collection	\$6,750	\$8,000	\$8,400	\$8,000	0.00%	\$0	
340-046	Mosquito Control	\$0	\$0	\$0	\$0		\$0	
340-047	Snow & Ice Removal	\$3,525	\$7,000	\$4,808	\$7,000	0.00%	\$0	Will maintain FY2023 amount

**FY 2024 PROPOSED BUDGET  
GENERAL FUND  
at \$.545 Real Estate Tax Rate**

ACCT#	ACCOUNT NAME	FY22 Actuals	FY2023 Adopted	Actuals as of 3/31/2023	FY2024 Proposed	% Change from FY23 to FY24	\$ Change from FY23 to FY24	Notes
340-048	Street Materials	\$4,983	\$7,000	\$3,567	\$7,000	0.00%	\$0	
340-049	Street Repairs	\$1,016	\$20,000	\$7,800	\$20,000	0.00%	\$0	HUR
340-050	Street Signs & Traffic Control	\$635	\$5,000	\$2,385	\$5,000	0.00%	\$0	
340-053	Pedestrian Bridge	\$5,419	\$2,000	\$1,230	\$2,000	0.00%	\$0	
340-054	Urban Forest	\$15,949	\$16,000	\$58,600	\$44,500	178.13%	\$28,500	Tree maintenance + arborist inventory
340-055	Recycling Supplies	\$1,619	\$2,000		\$2,000	0.00%	\$0	Spending anticipated this spring
340-090	Recreation Council Events	\$2,215	\$1,800		\$4,000	122.22%	\$2,200	Increased DPW involvement w/ Special Events
340-XXX	Safety Personal Protection Equipment				\$3,600	720.00%	\$3,600	New Item: NEED PRICING ESTIMATES
340-XXX	Pet Waste/Litter Station Supplies				\$3,000	500.00%	\$3,000	New Item: \$96/wk. reduced to \$60/wk.
340-XXX	CDL Raise Incentive				\$0	3000.00%	\$0	New Item: Incentive for staff to earn CDL
340-XXX	Administrative Assistant - FTE				\$0	384.00%	\$0	New Item: Convert PT assistant to FT
<b>TOTAL: STREET &amp; SANITATION</b>		<b>\$704,251</b>	<b>\$808,300</b>	<b>\$609,291</b>	<b>\$914,159</b>	<b>13.10%</b>	<b>\$105,859</b>	
	<b>Staff summary</b>	<b>7 F/T; 2 P/T</b>	<b>7 F/T; 2 P/T</b>					
<b>STREET LIGHTING</b>								
342-055	Street Lighting	\$36,163	\$39,000	\$26,751	\$39,000	0.00%	\$0	
342-056	School Flashing Safety Light	\$199	\$700	\$1,344	\$1,500	114.29%	\$800	
<b>TOTAL: STREET LIGHTING</b>		<b>\$36,362</b>	<b>\$39,700</b>	<b>\$28,095</b>	<b>\$40,500</b>	<b>2.02%</b>	<b>\$800</b>	
<b>TOTAL: PUBLIC WORKS</b>		<b>\$772,615</b>	<b>\$873,500</b>	<b>\$655,561</b>	<b>\$981,959</b>	<b>12.42%</b>	<b>\$108,459</b>	

**FY 2024 PROPOSED BUDGET  
GENERAL FUND  
at \$.545 Real Estate Tax Rate**

Section 5, Item b.

ACCT#	ACCOUNT NAME	FY22 Actuals	FY2023 Adopted	Actuals as of 3/31/2023	FY2024 Proposed	% Change from FY23 to FY24	\$ Change from FY23 to FY24	Notes
<b>RECREATION</b>								
540-007	Pop's Park Supplies	\$6,750	\$1,700	\$1,480	\$1,700	0.00%	\$0	
540-010	Pop's Park Maintenance & Repairs	\$2,817	\$1,550	\$105	\$1,550	0.00%	\$0	
540-019	Volunteer Appreciation Dinner	\$1,098	\$1,500		\$1,500	0.00%	\$0	
540-021	Miscellaneous	\$0	\$500		\$3,000	500.00%	\$2,500	block parties (5 @ \$500 each)
540-053	Berwyn Heights Historical Committee	\$597	\$3,000	\$114	\$3,000	0.00%	\$0	
540-058	Recreation Council & Special Events	\$10,554	\$18,400	\$3,270	\$18,400	0.00%	\$0	
540-060	Playground Supplies	\$0	\$0	\$0	\$0		\$0	
540-061	Playground Utilities	\$359	\$500	\$79	\$500	0.00%	\$0	
540-062	Sports Park	\$2,617	\$1,500	\$2,685	\$1,500	0.00%	\$0	
540-064	Pontiac Field	\$0	\$1,500		\$1,500	0.00%	\$0	
540-065	Green Team	\$7,633	\$3,000		\$7,500	150.00%	\$4,500	+ \$4,500 Community Garden
540-066	Boys & Girls Club	\$2,600	\$2,600	\$2,600	\$2,600	0.00%	\$0	
540-067	Education Advisory Committee	\$0	\$400		\$400	0.00%	\$0	
540-071	Immigrant Resident Committee	\$0	\$4,000		\$3,000	-25.00%	(\$1,000)	
540-XXX	Men's League				\$5,000	500.00%	\$5,000	To be reimbursed by MNCPPC
<b>TOTAL: PARKS &amp; RECREATION</b>		<b>\$35,025</b>	<b>\$40,150</b>	<b>\$10,333</b>	<b>\$51,150</b>	<b>27.40%</b>	<b>\$11,000</b>	
<b>CABLE</b>								
550-010	Repairs & Maintenance	\$3,198	\$500		\$500	0.00%	\$0	New AV equipment under warranty
550-015	I-Net Participation Fee	\$3,342	\$3,500	\$65	\$3,500	0.00%	\$0	
550-021	Miscellaneous	\$0	\$0		\$0	0.00%	\$0	
550-035	Capital Outlay - Equipment >\$5,000	\$0	\$0		\$0	0.00%	\$0	
550-043	Wages for Operators/Programmers	\$16,250	\$16,200	\$12,625	\$16,200	0.00%	\$0	Part of Clerk's salary goes to this line
550-044	Video Live Streaming - Granicus	\$5,814	\$6,000		\$6,000	0.00%	\$0	
<b>TOTAL: CABLE</b>		<b>\$28,604</b>	<b>\$26,200</b>	<b>\$12,690</b>	<b>\$26,200</b>	<b>0.00%</b>	<b>\$0</b>	

**FY 2024 PROPOSED BUDGET  
GENERAL FUND  
at \$.545 Real Estate Tax Rate**

ACCT#	ACCOUNT NAME	FY22 Actuals	FY2023 Adopted	Actuals as of 3/31/2023	FY2024 Proposed	% Change from FY23 to FY24	\$ Change from FY23 to FY24	Notes
<b>MISCELLANEOUS</b>								
560-020	Network/Software Support	\$39,599	\$30,000	\$23,082	\$40,000	33.33%	\$10,000	Increase reflects YTD actuals
560-025	Credit Card Acceptance Fees & Equipment	\$0	\$0		\$0		\$0	
560-061	Unemployment Compensation	\$8,602	\$10,000	\$6,308	\$10,000	0.00%	\$0	
560-062	General Liability and Property	\$34,983	\$37,800	\$37,489	\$40,000	5.82%	\$2,200	Increase reflects YTD actuals
560-064	Worker's Compensation	\$54,633	\$60,000	\$44,288	\$66,500	10.83%	\$6,500	Increase due to 4% COLA
560-065	Public Officials Bond	\$375	\$500	\$375	\$500	0.00%	\$0	
560-066	Employee Recognition Award	\$2,436	\$3,000	\$217	\$3,000	0.00%	\$0	
560-067	Miscellaneous Benefits	\$0	\$54,215	\$54,215	\$10,000	-81.55%	(\$44,215)	One-time allocation to staff from 401K closure
560-068	Employee Merit Increases	\$0	\$0		\$0		\$0	IS THIS COVERED IN DEPARTMENT BUDGETS?
560-071	Health Insurance	\$273,413	\$300,000	\$228,340	\$330,000	10.00%	\$30,000	Increase reflects YTD actuals
560-072	4-Cities Street Sweeper	\$25,549	\$26,000		\$26,000	0.00%	\$0	
560-075	MD State Pension Plan Annual Contribution	\$115,234	\$130,000	\$130,984	\$140,000	7.69%	\$10,000	Increase reflects YTD actuals
560-080	MD State Pension Administration Fee	\$2,572	\$3,800	\$2,731	\$3,800	0.00%	\$0	
560-081	Dental Insurance	\$11,114	\$10,500	\$10,155	\$15,000	42.86%	\$4,500	Increase reflects YTD actuals
560-082	Vision Insurance	\$2,406	\$2,500	\$1,948	\$2,500	0.00%	\$0	
560-083	Custodial Services (4 Town Facilities)	\$12,947	\$12,000	\$9,462	\$12,000	0.00%	\$0	
560-084	Life Insurance	\$9,366	\$5,500	\$7,352	\$10,000	81.82%	\$4,500	Increase reflects YTD actuals
560-092	Health Insurance Offset	\$5,164	\$4,000	\$5,254	\$6,000	50.00%	\$2,000	Increase reflects YTD actuals
560-095	Website Services	\$4,154	\$3,000	\$4,236	\$6,000	100.00%	\$3,000	Increase reflects YTD actuals
560-098	Consultant Services	\$0	\$18,800		\$10,000	-46.81%	(\$8,800)	
560-099	Employee Wellness Initiative	\$0	\$0		\$0		\$0	
560-100	Digitalization of Documents	\$0	\$0		\$0		\$0	
560-101	Vacation Attrition	\$0	\$0		\$0		\$0	
560-102	Welcome Sign	\$0	\$2,000		\$2,000	0.00%	\$0	
560-103	Short Term Disability Insurance	\$0	\$6,000		\$6,000	0.00%	\$0	WHY ISN'T BH BEING INVOICED?
<b>TOTAL: MISCELLANEOUS</b>		<b>\$602,547</b>	<b>\$719,615</b>	<b>\$566,436</b>	<b>\$739,300</b>	<b>2.74%</b>	<b>\$19,685</b>	

**FY 2024 PROPOSED BUDGET  
GENERAL FUND  
at \$.545 Real Estate Tax Rate**

ACCT#	ACCOUNT NAME	FY22 Actuals	FY2023 Adopted	Actuals as of 3/31/2023	FY2024 Proposed	% Change from FY23 to FY24	\$ Change from FY23 to FY24	Notes
<b>CAPITAL EXPENSES: OPERATING</b>								
570-002	Road Repairs	\$206,072	\$244,400	\$183,606	\$164,303	23.00%	(\$80,097)	\$164,303 HUR & \$80,097 transfer from Infrastructure
570-006	Purchase Police Vehicles	\$48,813	\$59,000	\$57,965	\$0	0.00%	(\$59,000)	
570-009	Purchase Public Works Equipment/vehicles	\$4,174	\$80,000	\$205,066	\$0	-100.00%	(\$80,000)	Dingo @ \$50k, Dump truck @\$160k & pickup truck
570-011	Purchase Police Equipment	\$0	\$0	\$0	\$0	0.00%	\$0	
570-027	Codification	\$0	\$10,000	\$6,460	\$3,540	0.00%	(\$6,460)	
570-030	Town Center Improvements	\$203,958			\$36,000	0.00%	\$36,000	Town Center upgrades - Outdoor Electric Communic
570-031	Audio Visual/PEG Equipment Replacement	\$37,000	108,300	110,328	0	0.00%	(\$108,300)	IS \$37,000 @ FY22 BEING APPROP. APPLIED?
570-032	Infrastructure Improvements: Walkable Bikeable Communities		30,000		\$30,000	0.00%	\$0	MNCPPC Grant
570-033	Architecture and Engineering of Town Office Improvements		37,500		\$0	0.00%	(\$37,500)	Work has been completed
570-008	Transfer to Vehicle Replacement Fund	\$0	\$0		\$400,000	0.00%	\$400,000	Transfer money to the Vehicle Replacement Reserv
570-033	Transfer to Infrastructure Reserve Fund				\$142,309	0.00%	\$142,309	This is road repair revenue (Account #'s 310-116 & 3
<b>TOTAL CAPITAL PROJECTS: OPERATING</b>		\$500,017	\$569,200	\$563,425	\$776,152	36.36%	\$206,952	

<b>TOTAL OPERATING BUDGET</b>	<b>\$3,504,003</b>	<b>\$3,820,065</b>	<b>\$2,956,342</b>	<b>\$4,346,684</b>	<b>13.79%</b>	<b>\$526,619</b>
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<b>CAPITAL EXPENSES: RESERVE</b>								
571-002	Infrastructure Improvements: Walkable Bikeable Communities		\$0		\$0	0.00%	\$0	
571-005	Purchase Public Works Vehicles	\$107,326	\$0		\$80,000	0.00%	\$80,000	
571-008	Architecture and Engineering of Town Office Improvements	\$0	\$0		\$0	0.00%	\$0	
571-011	Purchase Police Vehicles and Equipment	\$0	\$0		\$0	0.00%	\$0	
New	Road Repair expenditures	\$0	\$0		\$80,097	0.00%	\$80,097	
571-025	NW Trailer	\$4,982	\$0		\$0	0.00%	\$0	

<b>TOTAL CAPITAL PROJECTS: FUND BALANCE &amp; RESERVE</b>	<b>\$112,308</b>	<b>\$0</b>	<b>\$0</b>	<b>\$160,097</b>	<b>37.48%</b>	<b>\$160,097</b>
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<b>TOTAL EXPENDITURES OPERATING BUDGET &amp; CAPITAL PROJECTS</b>	<b>\$3,616,311</b>	<b>\$3,820,065</b>	<b>\$2,956,342</b>	<b>\$4,506,781</b>	<b>17.98%</b>	<b>\$686,716</b>
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**REVENUES OVER EXPENDITURES = Net Total**      (\$108,184)      \$0      \$12,008      \$0      **\$700,509** <= Deficit - see Account #301-100 Fund Balance - Operating Budget above



# Town of Berwyn Heights

5700 Berwyn Road  
Berwyn Heights, MD 20740  
Tel. (301) 474-5000  
Fax (301) 474-5002

**MAYOR**  
Jodie Kulpa-Eddy

**COUNCIL MEMBERS**  
Christopher Brittan-Powell (Mayor Pro Tem)  
Shinita Hemby  
Faustino Menjivar  
Jason W. Papanikolas

## **ORDINANCE 188 – FY 2024 PUBLIC SAFETY TAXING DISTRICT BUDGET**

**FOR** the purposes of adopting the Public Safety Taxing District Budget for Fiscal Year 2024, to be collected by and transferred from the General Fund to be appropriated for the expenditures for Fiscal Year 2024; defraying public safety expenses and liabilities of the Town of Berwyn Heights and levying same for the purposes specified; and establishing real estate and personal property tax rates for Fiscal Year 2024, beginning July 1, 2023, and ending June 30, 2024, inclusive, and specifying a rate of interest and penalty to be charged upon overdue-property taxes.

**WHEREAS**, the Public Safety Taxing District (PSTD), created under the authority granted by the State of Maryland to finance public safety projects, systems, facilities, programs, or activities of special benefit to the district, through an ad valorem tax levied on real and/or personal property, encompasses the commercial and industrial properties within the Commercial District Management Authority Commercial District as defined in Ordinance 123.

**WHEREAS**, the PSTD provides the Berwyn Heights Police Department with resources to finance capital and operating costs for a police officer to strengthen public safety in the commercial district. This additional officer augments existing policing and community outreach efforts within the PSTD.

**WHEREAS**, pursuant to Section 602 of the Berwyn Heights Town Charter, the Fiscal Year 2024 PSTD budget was presented and discussed at the April 26, 2023 and May 10, 2023 Council meetings, and

**WHEREAS**, pursuant to Section 604 of the Town of Berwyn Heights Charter, properly advertised public hearings on the Fiscal Year 2024 PSTD Budget were held on April 12, 2023 and May 10, 2023; and

**WHEREAS**, pursuant to Section 602 of the Berwyn Heights Town Charter, the Fiscal Year 2024 PSTD Budget was made available to Town residents prior to and at the Town Meetings on April 26, 2023 and May 10, 2023; and

### **NOW, THEREFORE:**

**SECTION 1. BE IT ESTABLISHED AND ORDAINED BY THE BERWYN HEIGHTS TOWN COUNCIL** that the following budget, as approved by Council for the PSTD, is hereby adopted at the indicated funding level for the Town of Berwyn Heights, Maryland for Fiscal Year 2024, beginning July 1, 2023, and ending June 30, 2024, inclusive; and

### **SECTION 2. PSTD:**



**A. AND BE IT FURTHER ESTABLISHED AND ORDAINED BY THE BERWYN HEIGHTS TOWN COUNCIL** that the following revenues are, in the considered judgment of the Town Council, a fair appraisal and estimate of the revenues available to finance this budget and these appropriations for the fiscal year beginning July 1, 2023 and ending June 30, 2024, inclusive:

<u>Source</u>	<u>Estimated Revenues</u>
Real Estate Taxes	\$70,295
Personal Property Taxes	<u>30,500</u>
<b>TOTAL PSTD FUND REVENUE:</b>	<b>\$100,795</b>

**B. AND BE IT FURTHER ESTABLISHED AND ORDAINED BY THE BERWYN HEIGHTS TOWN COUNCIL** that the following sums and amounts shall be and hereby are appropriated for the fiscal year beginning July 1, 2023 and ending June 30, 2024, inclusive, the said revenues being transferred from the General Fund to be used to finance public safety projects, systems, facilities, programs, or activities Public Safety Police Department Fund:

<u>Account Name</u>	<u>Approved Budget, Appropriation Transfer</u>
General Fund General Government Budget:	\$96,115
General Fund: Capital Projects Fund Balance & Reserve:	<u>4,680</u>
<b>TOTAL PSTD APPROPRIATION:</b>	<b>\$100,795</b>

**SECTION 3. RATE OF TAXATION ON REAL PROPERTY:**  
**BE IT ESTABLISHED AND ORDAINED BY THE BERWYN HEIGHTS TOWN COUNCIL** that a tax rate of thirteen cents (\$0.13) on each one hundred dollars (\$100) of assessable property in the Town of Berwyn Heights be and the same is hereby imposed on all assessable property for the fiscal year beginning July 1, 2023, and ending June 30, 2024, inclusive, to be collected pursuant to the provisions contained in Section 604 of the Charter of the Town of Berwyn Heights and all other provisions pertaining to tax levies in said Charter, the said tax rate of (\$0.13) on each one hundred dollars (\$100) shall be transferred from the General Fund to finance public safety projects, systems, facilities, programs or activities of special benefit to the district; and

**SECTION 4. RATE OF TAXATION ON PERSONAL PROPERTY:**  
**BE IT FURTHER ESTABLISHED AND ORDAINED BY THE BERWYN HEIGHTS TOWN COUNCIL** that a tax rate of fifteen cents (\$0.15) on each one hundred dollars (\$100) of assessable personal property in the Town of Berwyn Heights be and the same is hereby imposed on all assessable property for the fiscal year beginning July 1, 2023 and ending June 30, 2024, inclusive, to be collected pursuant to the provisions contained in Section 604 of the Charter of the Town of Berwyn Heights and all other provisions pertaining to tax levies in said Charter, the said tax rate of fifteen cents (\$0.15) on each one hundred dollars (\$100) shall be shall be transferred from the General Fund to finance public safety projects, systems, facilities, programs or activities of special benefit to the district; and

**SECTION 5. BE IT FURTHER ORDAINED** that the taxes levied by this Ordinance remaining unpaid on October 1, 2025 shall be overdue, and from and after that date shall bear interest, to be collected with said taxes, at the rate of two-thirds of one percent for each month or fraction of a month and a penalty of thirty dollars for each month or fraction of each month until paid. The Town may place a lien on the personal property and on the real property of the owners of the personal property to collect unpaid personal property tax and any applicable penalty and interest.

**NOW, THEREFORE, BE IT ORDAINED** that the Town Council of the Town of Berwyn Heights does hereby adopt this budget with a supporting real property tax rate of thirteen cents (\$0.13) per one hundred dollars (\$100) of assessed valuation of real property and fifteen cents (\$0.15) per one hundred dollars (\$100) of assessed valuation of personal property for FY 2023 beginning July 1, 2023, and ending June 30, 2024, inclusive

**BE IT FURTHER ORDAINED** that if any sections or provisions in this Ordinance shall be adjudicated to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity of this Ordinance as a whole or any other section or provision or part thereof.

**AND BE IT FURTHER ORDAINED** by the Mayor and Town Council of the Town of Berwyn Heights, Maryland that this Ordinance shall become effective on the 1<sup>st</sup> day of June 2023, after having been read at two successive Town Meetings on April 26, 2023 and May 10, 2023, pursuant to the Berwyn Heights Charter, Section 311, unless within twenty (20) days after its passage a Referendum Petition is filed with the Town Manager. If such a Petition is filed, this Ordinance shall be held in abeyance pending the outcome of a special election.

By the Order of Mayor and Town Council

\_\_\_\_\_  
Jodie Kulpa-Eddy  
Mayor, Town of Berwyn Heights

ATTEST:

\_\_\_\_\_  
Melanie Friesen, Town Clerk

\_\_\_\_\_  
Date

Adopted:  
Effective:

**FY 2024  
Public Safety Taxing District  
Proposed Budget**

ACCT#	ACCOUNT NAME	FY 2021 Actual	FY 2022 Adopted	FY22 Actuals	FY 2023 Adopted	FY23 Actuals as of 1/31/2023	FY24 Proposed	% Change from FY23 to FY24	\$ Change from FY23 to FY24
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**REVENUES**

**TAXES AND FEES**

310-600	PSTD- (Real Estate) RE Taxes	\$51,261	\$58,000	\$55,359	\$61,000	\$58,373	\$70,295	15.24%	\$9,295
310-601	PSTD Personal Property Taxes - Current Yr.	\$30,256	\$30,000	\$28,770	\$30,500	\$14,870	\$30,500	0.00%	\$0
310-611	PSTD Personal Property Taxes - Prior Yrs.	\$205		\$2,358	\$0	\$0	\$0		\$0
310-616	PSTD Personal Property Taxes Penalty & Interest			\$173					\$0
<b>TOTAL: TAXES AND FEES</b>		<b>\$81,722</b>	<b>\$88,000</b>	<b>\$86,660</b>	<b>\$91,500</b>	<b>\$73,243</b>	<b>\$100,795</b>	<b>10.16%</b>	<b>\$9,295</b>

**FUND BALANCE**

301-100	<i>Fund Balance - Adopted Budget</i>	\$0	\$0	\$0	\$0		\$0	100.00%	\$0
301-200	<i>Fund Balance - Budget Amendment</i>	\$0							\$0
<b>Total: Fund Balance</b>		<b>\$0</b>							<b>\$0</b>

<b>TOTAL REVENUES</b>		<b>\$81,722</b>	<b>\$88,000</b>	<b>\$86,660</b>	<b>\$91,500</b>	<b>\$73,243</b>	<b>\$100,795</b>	<b>10.16%</b>	<b>\$9,295</b>
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**EXPENDITURES:**

**Personnel**

210-071	Salaries & Wages	\$54,246	\$63,108	\$65,284	\$70,300	\$39,574	\$73,815	5.00%	\$3,515
210-072	Overtime Wages	\$127	\$2,000	\$6,284	\$4,000	\$5,494	\$4,000	0.00%	\$0
210-073	Shift Differential	\$0	\$250	\$161	\$200	\$0	\$200	0.00%	\$0
210-075	FICA	\$3,928	\$5,000	\$5,413	\$5,400	\$3,875	\$6,000	11.11%	\$600
<b>Subtotal: Personnel</b>		<b>\$58,301</b>	<b>\$70,358</b>	<b>\$77,142</b>	<b>\$79,900</b>	<b>\$48,943</b>	<b>\$84,015</b>	<b>5.15%</b>	<b>\$4,115</b>

**Expenses**

210-077	Uniforms	\$697	\$1,500	\$1,107	\$700	\$350	\$700	0.00%	\$0
210-078	Supplies	\$1,906		\$56					
210-079	Repairs & Maintenance	\$440		\$349					
210-081	Training & Seminars	\$79	\$1,000	\$532	\$1,000	\$0	\$1,000	0.00%	\$0
210-082	Gasoline & Oil	\$1,922	\$4,500	\$4,420	\$3,700	\$2,121	\$4,000	8.11%	\$300
210-083	Miscellaneous	\$45		\$823					

**FY 2024  
Public Safety Taxing District  
Proposed Budget**

ACCT#	ACCOUNT NAME	FY 2021 Actual	FY 2022 Adopted	FY22 Actuals	FY 2023 Adopted	FY23 Actuals as of 1/31/2023	FY24 Proposed	% Change from FY23 to FY24	\$ Change from FY23 to FY24
210-084	Ammunition	\$148			\$0	\$0	\$0	0.00%	\$0
210-085	Dues & Conventions		\$1,000						
210-086	Vehicle Repairs	\$670			\$0	\$0	\$0	0.00%	\$0
210-087	Communications		\$1,000	\$0					
210-088	Public Relations	\$151							
210-090	Capital Outlay <\$500	\$1,799	\$1,300		\$0	\$0	\$0	0.00%	\$0
<b>Subtotal: Expenses</b>		<b>\$7,857</b>	<b>\$10,300</b>	<b>\$7,287</b>	<b>\$5,400</b>	<b>\$2,471</b>	<b>\$5,700</b>	<b>2.91%</b>	<b>\$300</b>
<b>Benefits</b>									
560-068	Employee Merit Increases	\$0	\$0		\$0	\$0	\$0	0.00%	\$0
560-075	MD State Pension Plan Annual Contribution	\$0	\$6,000	\$6,200	\$6,200	\$6,200	\$6,400	3.33%	\$200
<b>Subtotal: Benefits</b>		<b>\$0</b>	<b>\$6,000</b>	<b>\$6,200</b>	<b>\$6,200</b>	<b>\$6,200</b>	<b>\$6,400</b>	<b>3.33%</b>	<b>\$200</b>
<b>TOTAL: Police Services</b>		<b>\$66,158</b>	<b>\$86,658</b>	<b>\$90,629</b>	<b>\$91,500</b>	<b>\$57,614</b>	<b>\$96,115</b>	<b>5.04%</b>	<b>\$4,615</b>
<b>CAPITAL PROJECTS</b>									
570-006	Trans. Dedicated to Police Vehicles	\$0	\$0		\$0	\$0	\$4,680	0.00%	\$4,680
<b>TOTAL: CAPITAL PROJECTS</b>		<b>\$0</b>	<b>\$0</b>		<b>\$0</b>	<b>\$0</b>	<b>\$4,680</b>	<b>0.00%</b>	<b>\$4,680</b>
<b>Staff Summary</b>		<b>1 F/T</b>	<b>1 F/T</b>	<b>1 F/T</b>	<b>1 F/T</b>	<b>1 F/T</b>	<b>1 F/T</b>		
<b>TOTAL EXPENDITURES</b>		<b>\$66,158</b>	<b>\$86,658</b>	<b>\$90,629</b>	<b>\$91,500</b>	<b>\$57,614</b>	<b>\$100,795</b>	<b>10.16%</b>	<b>\$9,295</b>
<b>Revenue over Expenditures = Net Total</b>		<b>\$15,564</b>	<b>\$1,342</b>	<b>-\$3,969</b>	<b>\$0</b>	<b>\$15,629</b>	<b>\$0</b>	<b>0.00%</b>	<b>\$0</b>



# Town of Berwyn Heights

5700 Berwyn Road  
Berwyn Heights, MD 20740  
Tel. (301) 474-5000  
Fax (301) 474-5002

**MAYOR**

Jodie Kulpa Section 5, Item d.

**COUNCIL MEMBERS**

Christopher Brittan-Powell (Mayor Pro Tem)  
Shinita Hemby  
Faustino Menjivar  
Jason W. Papanikolas

## **Resolution 02-2023** **Traditional Funding of a Berwyn Heights Police Department Building**

WHEREAS the Berwyn Heights Police Department is understood to be a long-standing and valued institution of the community.

WHEREAS its centrality within the Town Government affirms the appropriateness that funds for any location change be budgeted through traditional funding processes used by the Town.

WHEREAS the establishment of a permanent facility for the Berwyn Heights Police Department is currently being considered.

WHEREAS atypical funding processes, particularly those provided through the American Rescue Plan Act (ARPA) are seen as an inappropriate funding source for the facility.

NOW, THEREFOR BE IT RESOLVED that ARPA funds be treated as ineligible for the establishment of a permanent facility for the Berwyn Heights Police Department.

LET IT BE FURTHER RESOLVED that the Town supports using traditional funding resources for establishing any permanent facility for the Berwyn Heights Police Department.

LET IT ALSO BE AFFIRMED that the Berwyn Heights Police Department is greatly respected and that this act is neutral in regard to the possible relocation and the Town Council continues in its regard for the Berwyn Heights Police Department officers and staff.

RESOLVED:

ATTEST:

\_\_\_\_\_  
Jodie A. Kulpa-Eddy, Mayor

\_\_\_\_\_  
Melanie Friesen





# Town of Berwyn Heights

5700 Berwyn Road  
Berwyn Heights, MD 20740  
Tel. (301) 474-5000  
Fax (301) 474-5002

**MAYOR**

Jodie Kulpa-Eddy

**COUNCIL MEMBERS**

Christopher Brittan-Powell (Mayor Pro Tem)  
Shinita Hemby  
Faustino Menjivar  
Jason W. Papanikolas

April 26, 2023

Quantum Management  
4812 Del Ray Ave.  
Bethesda, MD 20184

Dear Mr. Kapestan and Mr. Sullivan,

The Berwyn Heights Council / Green Team would like to express support for sustainability improvements to the new Greenbelt ALDI location in Berwyn Heights.

First and foremost, the residents are excited to have a grocery store within easy walking distance. Many of us already walk to Giant and Target and will feel much safer to avoid crossing Greenbelt Road. To make the best use of this new resource, we are writing to support the inclusion of walking and bicycling amenities at the new ALDI grocery location:

- \* Create a continuous sidewalk from the Seminole Street pedestrian entrance to the storefronts. This should follow the fence on the west to avoid any parking lot automobile traffic.
- \* Upgrade the Seminole Street stairway to an accessible ramp, for handicapped access, strollers, bicycles, etc.
- \* Install bicycle parking racks in the parking lot along the new sidewalk.

These upgrades will both increase customer traffic and support the ALDI corporate climate goals by reducing customer travel carbon emissions.

Second, we support sustainable landscaping improvements:

- \* Study how many parking spaces can be returned to permeable surfaces. This will support town storm water management goals.
- \* If a sufficiently large area can be made permeable, plant one or more future canopy trees with enough turf to keep it healthy. This will absorb carbon and help reduce urban heat island effects, as well as make the property more attractive to customers.
- \* Rainwater catchment and absorbing features.

Third, we support and encourage the installation of solar panel on the property, both on the building and especially as canopy over the parking lot. Solar canopies reduce heat absorbed by asphalt. Over 120 Aldi locations nationwide already have solar panels installed. The Inflation Reduction Act of 2022 increased federal incentives for solar panel installation.

References:

ALDI corporate climate statement: <https://corporate.aldi.us/en/corporate-responsibility/sustainability/climate-energy/>

Federal solar tax credits: <https://www.energy.gov/eere/solar/federal-solar-tax-credits-businesses>

Sincerely,

Jodie Kulpa-Eddy, Mayor  
Town of Berwyn Heights

CC Aldi Corporate