



**City Council Workshop Meeting  
Hybrid**

**New Carrollton Municipal Center  
6016 Princess Garden Parkway  
New Carrollton, MD 20784  
Wednesday July 16, 2025, 7:00 PM**

**Workshop Items for Discussion**

- |   |                   |
|---|-------------------|
| <b>1. Call to Order</b>   |                   |
| <b>2. Pledge of Allegiance</b>                                      |                   |
| <b>3. Public Comments</b>   | <b>3 min each</b> |
| <b>4. Four Cities Reminder</b>                                      | <b>1 min</b>      |
| <b>5. Department Report: Police Department</b>                      | <b>10 min</b>     |
| <b>6. Emergency Ordinance 26-01: Budget Amendment (2nd Reading)</b> | <b>10 min</b>     |
| <b>7. Emergency Ordinance 26-02: Budget Amendment (2nd Reading)</b> | <b>10 min</b>     |
| <b>8. Mahoney Woods Follow Up</b>                                   | <b>10 min</b>     |
| <b>9. Conference Lessons: Raising Revenue (Briana Urbina)</b>       | <b>15 min</b>     |
| <b>10. Items for Future Council Meetings</b>                        | <b>10 min</b>     |
| <b>11. Public Comments</b>  | <b>3 min each</b> |
| <b>12. Motion to Adjourn into Legislative Meeting</b>               |                   |

**Legislative Meeting Agenda**

- 1. Call to Order**
- 2. Non-Consent Agenda**
  - a. June Minutes:**

**Motion:** I move that the City Council of New Carrollton approve the June Meeting Minutes [Council Workshop & Special Legislative Meeting Minutes (June 4, 2025). Council Workshop & Special Legislative Meeting Minutes (June 16, 2025). Closed Council Meeting Minutes (June 16, 2025). Council Workshop & Legislative Meeting Minutes (June 18, 2025)].
  - b. Emergency Ordinance 26-01: Budget Amendment**

**Motion:** I move that the City Council of New Carrollton approve Emergency Ordinance 26-01, Budget Amendment Reconciliation No. Five: To Amend Ordinance 24-11 Current Expense Budget for FY 2025.
  - c. Emergency Ordinance 26-02: Budget Amendment**

**Motion:** I move that the City Council of New Carrollton approve Emergency Ordinance 26-02, Budget Amendment Reconciliation No. One: To Amend Ordinance 25-16 Current Expense Budget for FY 2026.

### **3. Motion to Adjourn**

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PLEASE NOTE: This meeting of the City of New Carrollton Council will be a hybrid meeting. This means that you can attend in person, or virtually by using the below information.

#### **Google Meet Link**

City Council Workshop Meeting

Wednesday, July 16 · 7:00 – 10:00pm

Time zone: America/New\_York

Google Meet joining info

Video call link: <https://meet.google.com/qfo-tdsx-kaw>

Or dial: (US) +1 860-391-6140 PIN: 716 155 931#

More phone numbers: <https://tel.meet/qfo-tdsx-kaw?pin=4154259354076>

If you would like to submit comments in writing please email Kaitlyn Schisler, at [clerk@newcarrolltonmd.gov](mailto:clerk@newcarrolltonmd.gov) by 3:00 pm the day of the meeting. Comments are also welcome after any meeting.



**Reunión del taller del Ayuntamiento  
Híbrido  
Centro municipal de New Carrollton  
6016 Princess Garden Parkway  
New Carrollton, MD 20784  
Miércoles 16 de julio de 2025, 19:00 horas**

### **Temas del taller para debate**

1. Llamar al orden
2. Juramento de lealtad
3. Comentarios públicos 3 min cada uno
4. Recordatorio de las Cuatro Ciudades 1 minuto
5. Informe del Departamento: Departamento de Policía 10 minutos
6. Ordenanza de Emergencia 26-01: Enmienda al presupuesto (2.<sup>a</sup> lectura) 10 minutos
7. Ordenanza de Emergencia 26-02: Enmienda al presupuesto (2.<sup>a</sup> lectura) 10 minutos
8. Seguimiento de Mahoney Woods 10 minutos
9. Lecciones de la conferencia: Cómo generar ingresos (Briana Urbina) 15 minutos
10. Temas para futuras reuniones del Consejo 10 minutos
11. Comentarios públicos 3 minutos cada uno
12. Moción para aplazar la sesión a la sesión legislativa

### **Agenda de la reunión legislativa**

1. Llamar al orden
2. Agenda sin consentimiento
  - a. **Actas de junio:**

**Movimiento:** Propongo que el Ayuntamiento de New Carrollton apruebe las actas de la reunión de junio.[Actas del Taller del Consejo y de la Reunión Legislativa Especial (4 de junio de 2025).Actas del Taller del Consejo y de la Reunión Legislativa Extraordinaria (16 de junio de 2025). Actas de la Reunión del Consejo a Puertas Abiertas (16 de junio de 2025).Actas del taller del Consejo y de la reunión legislativa (18 de junio de 2025).
  - b. **Ordenanza de Emergencia 26-01: Enmienda al presupuesto**

**Movimiento:** Propongo que el Concejo Municipal de New Carrollton apruebe la Ordenanza de Emergencia 26-01, Reconciliación de Enmienda Presupuestaria No. Cinco: Para enmendar la Ordenanza 24-11 Presupuesto de Gastos Actuales para el Año Fiscal 2025.

**c. Ordenanza de Emergencia 26-02: Enmienda al presupuesto**

**Movimiento:** Propongo que el Concejo Municipal de New Carrollton apruebe la Ordenanza de Emergencia 26-02, Conciliación de Enmienda Presupuestaria No. Uno: Para enmendar la Ordenanza 25-16 del Presupuesto de Gastos Actuales para el Año Fiscal 2026.

**3. Moción de aplazamiento**

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NOTA: Esta reunión del Consejo Municipal de New Carrollton será híbrida. Esto significa que puede asistir presencialmente o virtualmente utilizando la información a continuación.

**Enlace de Google Meet**

Reunión del taller del Ayuntamiento

Miércoles 16 de julio · 19:00 – 22:00 horas

Zona horaria: América/Nueva York

Información para unirse a Google Meet

Enlace de videollamada: <https://meet.google.com/qfo-tdsx-kaw>

O marque: (EE. UU.) +1 860-391-6140 PIN: 716 155 931#

Más números de teléfono: <https://tel.meet/qfo-tdsx-kaw?pin=4154259354076>

Si desea enviar comentarios por escrito, envíe un correo electrónico a Kaitlyn Schisler a [clerk@newcarrolltonmd.gov](mailto:clerk@newcarrolltonmd.gov) antes de las 15:00 h del día de la reunión. También se agradecen los comentarios después de la reunión.



**Réunion de l'atelier du conseil municipal  
Hybride  
Centre municipal de New Carrollton  
6016 Princess Garden Parkway  
New Carrollton, MD 20784  
Mercredi 16 juillet 2025, 19h00**

**Sujets de discussion de l'atelier**

1. Appel à l'ordre
2. Serment d'allégeance
3. Commentaires publics 3 min chacun
4. Rappel des quatre villes 1 min
5. Rapport du département : Service de police 10 min
6. Ordonnance d'urgence 26-01 : Modification du budget (2e lecture) 10 min
7. Ordonnance d'urgence 26-02 : Modification du budget (2e lecture) 10 min
8. Suivi de Mahoney Woods 10 min
9. Leçons de la conférence : Augmenter les revenus (Briana Urbina) 15 min
10. Points à l'ordre du jour des prochaines réunions du Conseil 10 min
11. Commentaires du public 3 minutes chacun
12. Motion d'ajournement en réunion législative

**Ordre du jour de la réunion législative**

1. Appel à l'ordre
2. Ordre du jour sans consentement

**a. Procès-verbal de juin :**

**Mouvement:** Je propose que le conseil municipal de New Carrollton approuve le procès-verbal de la réunion de juin [Procès-verbal de l'atelier du Conseil et de la réunion législative spéciale (4 juin 2025). Procès-verbal de l'atelier du Conseil et de la réunion législative extraordinaire (16 juin 2025). Procès-verbal de la réunion à huis clos du Conseil (16 juin 2025). Procès-verbal de l'atelier du Conseil et de la réunion législative (18 juin 2025).

**b. Ordonnance d'urgence 26-01 : Modification du budget**

**Mouvement:** Je propose que le conseil municipal de New Carrollton approuve l'ordonnance d'urgence 26-01, rapprochement des amendements budgétaires n° cinq : pour modifier l'ordonnance 24-11 Budget des dépenses courantes pour l'exercice 2025.

**c. Ordonnance d'urgence 26-02 : Modification du budget**

**Mouvement:** Je propose que le conseil municipal de New Carrollton approuve l'ordonnance d'urgence 26-02, rapprochement des amendements budgétaires n° 1 : pour modifier l'ordonnance 25-16 Budget des dépenses courantes pour l'exercice 2026.

**3. Motion d'ajournement**

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ATTENTION : Cette réunion du conseil municipal de New Carrollton sera une réunion hybride. Vous pouvez donc y assister en personne ou virtuellement en utilisant les informations ci-dessous.

**Lien Google Meet**

Réunion de l'atelier du conseil municipal

Mercredi 16 juillet · 19h00 – 22h00

Fuseau horaire : America/New\_York

Informations sur la participation à Google Meet

Lien d'appel vidéo : <https://meet.google.com/qfo-tdsx-kaw>

Ou composez le : (États-Unis) +1 860-391-6140 Code PIN : 716 155 931#

Plus de numéros de téléphone : <https://tel.meet/qfo-tdsx-kaw?pin=4154259354076>

Si vous souhaitez soumettre vos commentaires par écrit, veuillez envoyer un courriel à Kaitlyn Schisler, à l'adresse [clerk@newcarrolltonmd.gov](mailto:clerk@newcarrolltonmd.gov), avant 15 h le jour de la réunion. Les commentaires sont également les bienvenus après chaque réunion.



# New Carrollton Police Department Monthly Report

6.01.2025

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**Major Marc J. Butler**

*Executive Officer*

6016 Princess Garden Pkwy

New Carrollton, MD 20784

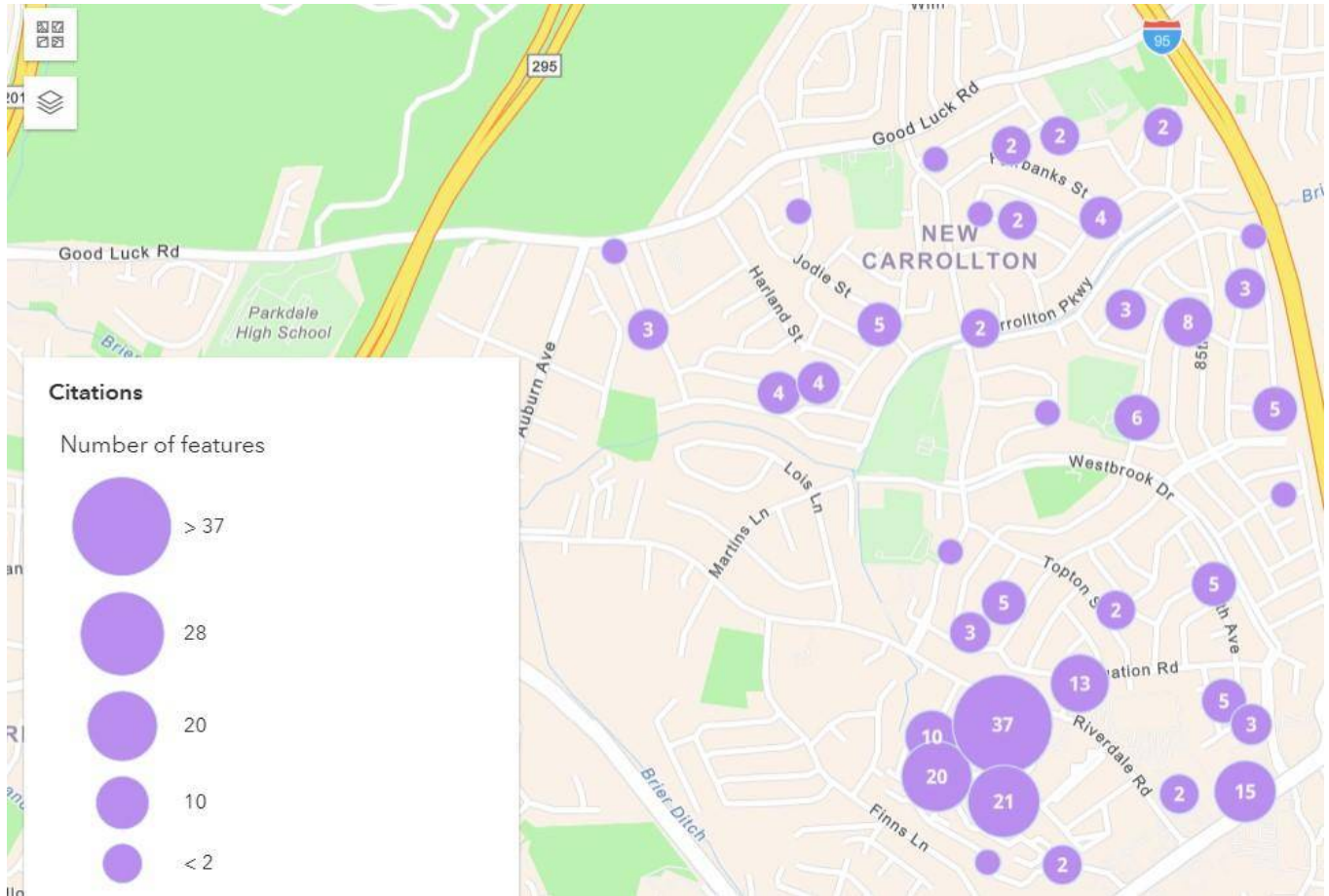


## Call for Service Data

Incident Type	Total
3SI ALERT	1
911 DISCONNECT	92
ACCIDENT	31
ADDED INFORMATION	1
ARMED PERSON	4
ASSAULT	5
ASSIST	3
ASSIST FIRE EMS	3
BREAK IN IN PROGRESS	2
BREAK IN REPORT	1
CHECK WELFARE	41
CHECK WELFARE COMBINED	11
CHECK WELFARE MENTAL	4
CHECK WELFARE VIOLEN	2
CHILD CUSTODY	2
CUTTING COMBINED	1
CVA ABUSE	1
CW18	1
DEATH REPORT	1
DEPT ACCIDENT PD	1
DEPT ACCIDENT PD COMBINED	1
DISORDERLY	62
DOMESTIC	14
DOMESTIC W/ WEAPON	2
DRAG RACERS	1
FAMILY DISPUTE	11
FIGHT	3
FOUND	3
FRAUD	8
GUNSHOTS	3
HIT AND RUN	14
HOLD UP ALARM	1
IMPOUND	1
INJURED PERSON	1
JUVENILE COMPLAINT	1
LOCK OUT	1
LOCK OUT IN	1
LOCK OUT/IN COMBINED	1

Incident Type	Total
LOITERING COMPLAINT	14
LOST PROPERTY	4
LOUD MUSIC COMPLAINT	10
MISC POLICE INCIDENT	51
MISSING PERSON	4
NOISE COMPLAINT	14
NOTIFICATION	3
PARTY COMPLAINT	5
PAST SUSPICIOUS PERSON	1
PREMISE CHECK	209
PROPERTY ALARM COMMERCIAL	1
PROPERTY DAMAGE	5
RESIDENTIAL ALARM	8
SEXUAL ASSAULT COMBINED	1
SHOOTING	1
SHOOTING COMBINED	2
SIGNAL 100	9
STOLEN VEH	5
SUBJECT STOP	11
SUSPICIOUS AUTO	35
SUSPICIOUS OCC AUTO	7
SUSPICIOUS PERSON	15
T - Traffic Stop	93
TAMPERING	1
TEXT REQUEST FOR EMER SERV	1
THEFT FROM AUTO	13
THEFT J O	16
THEFT REPORT	7
THREATS COMPLAINT	3
TRAFFIC ASSIGNMENT	8
TRAFFIC COMPLAINT	9
TRESPASSING COMPL	14
UNKNOWN TROUBLE	51
VANDALISM	8
VEHICLE ACCIDENT COMBINED	4
WARRANT INVEST	1
WARRANT SERVICE	4
<b>Total Calls --&gt;</b>	<b>985</b>

# Parking Enforcement Report



Violation Type	Citations Issued	Percent of Issued
WITHIN 20 FT, CROSSWALK/INTERSECTION	25	16.00%
IN FIRE LANE	22	14.10%
PARKED ANY CARGO TRAILERS	10	6.40%
ON SIDEWALK	9	5.80%
VHCL DISPLAYING EXPIRED LIC/REG/TAB	38	24.40%
WITHIN 15 FT OF FIRE HYDRANT	6	3.80%
AGAINST THE FLOW OF TRAFFIC	3	1.90%
STNDG, PRKG PROHIBITED BY SIGN/CURB	5	3.20%
RESERVED HANDICAP PARKING	3	1.90%
MORE THAN 6 INCHES FROM THE CURB	10	6.40%
PARKED IN INTERSECTION	1	0.60%
IMPEDE OR OBSTRUCT FLOW OF TRAFFIC	1	0.60%
PROHIBITED PARKING ON UNPAVED AREA	2	1.30%
PARKED OVER 72 HOURS	1	0.60%
ABANDONED / UNREGISTERED VEHICLE	7	4.50%
"NO PARKING ZONE"	9	5.80%
FRONT OF DRIVEWAY w/o CONSENT	2	1.30%
PK UNREG VEHICLES/ TRAILERS	2	1.30%
	<b>156</b>	<b>100.00%</b>

## Monthly Parking Citation Trends – May vs. June 2025

### Top 3 Violation Types Each Month

#### May-25

1. **Expired License/Registration/Tag:** 18 citations (20.0%)
2. **Within 20 FT, Crosswalk/Intersection:** 11 citations (12.2%)
3. **More Than 6 Inches from the Curb:** 11 citations (12.2%)

#### Jun-25

1. **Expired License/Registration/Tag:** 38 citations (24.4%)
2. **Within 20 FT, Crosswalk/Intersection:** 25 citations (16.0%)
3. **In Fire Lane:** 22 citations (14.1%)

 **Observation:** All three of June's top violations saw significant increases from May.

### Total Citations Issued

- **May-25:** 90 citations
- **Jun-25:** 156 citations
- **▲ Increase:** 73.3% more citations in June

### Violations That Appeared in June Only

- **Standing/Parking Prohibited by Sign/Curb** – 5 citations
- **Parked in Intersection** – 1 citation
- **PK Unreg Vehicles/Trailers** – 2 citations

## Monthly Parking Citation Trends – May vs. June 2025 Cont'd

### Violations That Disappeared in June

- **Restr PRKG Not Otherwise Designated** (May: 1)
- **Front of Driveway w/o Consent** (May: 1, June: 2 but reclassified?)
- **Display Expired License/Tag (different from “Vehicle Displaying”)** (May: 2)

### Key Takeaways

- **Enforcement activity significantly increased in June.**
- **Expired registrations and safety-related violations (fire lanes, intersections, hydrants) were top enforcement priorities.**
- **Focused enforcement of cargo trailer parking violations surged.**

### Summary

In comparing parking violations between May and June 2025, there was a significant increase in enforcement activity, with citations rising from 90 in May to 156 in June—a 73% increase. The most commonly cited violations in both months were vehicles displaying expired license plates, tags, or registrations, parking within 20 feet of crosswalks or intersections, and parking in fire lanes. Each of these categories saw notable increases in June, with expired registration violations more than doubling. Violations for parking cargo trailers surged by 900%, indicating a result of focused enforcement efforts. Several new infractions appeared in June, including citations for standing or parking where prohibited by signage or curb markings, parking in intersections, and unregistered vehicles or trailers. Meanwhile, some violations, such as obstructing the flow of traffic and parking over 72 hours, declined. Overall, the data reflects a more aggressive enforcement posture in June, likely focused on public safety and compliance with high-priority parking regulations.

## Automated Speed Enforcement Division



Date Range	Site Number/Location	Total Events	Police Approved
June 2025	7500 BLK of Good Luck Road, WB (70006)	604	591
June 2025	Riverdale Road at Lamont Drive, EB (70007)	804	762
June 2025	Riverdale Road NB at Lamont Drive, WB (70008)	382	369
June 2025	85th Ave NB @ MD-450 (99042)	3855	3704
June 2025	Auburn Ave @ Good Luck Rd (99043)	2750	2691
June 2025	Good Luck Rd, EB @ Lamont Dr (99044)	762	754
June 2025	85th Ave, SB at Annapolis Rd (99049)	3354	3197



### *Highlights from the month of June:*

- **06/02/25: 8200 Blk of Quentin St.** - A resident called seeking assistance to surrender their pet. The dog was transferred to the Prince George's County Animal Shelter.
- **06/05/25: 7700 Blk of Riverdale Rd.** - A resident called for assistance with a spay/neuter surgery for their cats. An appointment with Spay Now was offered, and transport was provided
- **06/06/25: 8400 Blk of Cathedral Ave.** - A resident called for assistance with a spay/neuter surgery for their cat. An appointment with Spay Now was offered, and transport was provided
- **06/06/25: 8400 Blk of Cathedral Ave.** - A stray cat was found at the location with a spay mark but no ear tip, indicating she was not part of a managed colony; she was considered a stray and transferred to the Prince George's County Animal Shelter.
- **06/09/25: Annapolis Rd.** - A citizen found a stray dog on Annapolis Road over the weekend and brought it to the station; the dog had no microchip or tags and was transferred to the Prince George's County Animal Shelter.
- **06/10/25: 6700 Blk of Sunset Terr.** - One feral cat was TNR'd from the location.
- **06/10/25: Carrollton Pkwy.** - A resident called for assistance with a spay/neuter surgery for their cat. An appointment with Spay Now was offered, and transport was provided
- **06/10/25: Legation Rd.** - A resident called to report her pet missing. They were advised to check with the shelter, and we will advertise on our social media to help attempt to reunite them.
- **06/11/25: 5800 Blk of 89th Ave.** - Code enforcement reported an abandoned dog at the location. Upon arrival, the homeowner advised that a tenant had left a dog in the backyard. Permission was granted by the homeowner to remove the dog. Contact was made with the owner, who was given a deadline to pick up the dog or it would be transferred to the shelter. The owner did not make further contact, and the dog was transferred to the Prince George's County Animal Shelter.
- **06/12/25: 6200 Blk of 85th Pl.** - One feral cat was TNR'd from the location.

- **06/12/25: 6500 Blk of Jodie St.** - A resident called for assistance with a spay/neuter surgery for their cats. An appointment with Spay Now was offered, and transport was provided
- **06/12/25: 6016 Princess Garden Pkwy.** - While browsing the PetLove website, I came across the reported missing dog from 06/10 and was able to reunite it with its owner.
- **06/17/25: 8400 Blk of Carrollton Pkwy.** - Edmonston Police called to report that a resident from New Carrollton found two stray dogs in their jurisdiction and was bringing them back to their home in New Carrollton. I responded to the location, checked the dogs for microchips, but none were found. The dogs were transferred to the Prince George's County Animal Shelter.
- **06/17/25: 8400 Blk of Carrollton Pkwy.** - A resident called for assistance with a spay/neuter surgery for their cat. An appointment with Spay Now was offered, and transport was provided
- **06/23/25: 8300 Blk of Quentin St.** - NCPD reported a concern regarding cats and dogs at the location. Contact was made with the owner, who was advised accordingly.
- **06/24/25: 8300 Blk of Longfellow St.** - Four stray kittens were found at the location and were spayed and neutered, then transferred to Bowie CLAW rescue for adoption.
- **06/24/25: 8461 Annapolis Rd.** - A stray kitten was found at the 7-11 and neutered in preparation for potential adoption through Bowie CLAW rescue.
- **06/25/25: 5500 Blk of Karen Elaine Dr.** - A resident called for assistance with a spay/neuter surgery for their cats. An appointment with Spay Now was offered, and transport was provided
- **06/25/25: 5900 Blk of 85th Ave.** - A citizen called to report dogs left in the backyard of the location in the heat, expressing concern for their well-being. Upon arrival, I heard the dogs outside, but they were brought indoors once I knocked on the door. I advised the owner of our ordinance and instructed them to keep all pets indoors unless supervised to avoid potential violations.
- **06/25/25: 8500 Blk of Oglethorpe St.** - A resident called to report her pet missing. They were advised to check with the shelter, and we will advertise on our social media to help attempt to reunite them.
- **06/26/25: 7300 Blk of Longbranch Dr.** - A resident called for assistance with a spay/neuter surgery for their cat. An appointment with Spay Now was offered, and transport was provided
- **06/26/25: 6500 Blk of Quentin Ct.** - A resident called for assistance with a spay/neuter surgery for their cats. An appointment with Spay Now was offered, and transport was provided
- **06/27/25: 7800 Riverdale Rd.** - A resident called for assistance with a spay/neuter surgery for their cats. An appointment with Spay Now was offered, and transport was provided
- **06/30/25: 5400 Blk of 85th Ave.** - A citizen reported a colony of feral cats at the location. An attempt was made to contact the resident feeding the cats but was unsuccessful. Efforts will be made to contact the property management to obtain permission to conduct TNR.
- **06/30/25:** The free spay/neuter program for pet-owned cats has been completed, with a total of 43 cats spayed/neutered.

**Feral Cats:** 2 feral cats were TNR (Trap, Neutered and Released) in the month of June.

**Indoor Cats:** 20 owned cats were spayed/neutered in the month of June.

## A Message from the Major:

Dear Residents,

As we move deeper into the summer season, we are experiencing the intense heat and unpredictable weather patterns that often accompany this time of year. While we **all** do our best to stay cool and safe, I'd like to take a moment to remind our community that extreme weather also has an impact on public safety and crime prevention.

Periods of extreme heat can lead to increased stress, agitation, and at times, impulsive behavior—which may contribute to higher instances of certain crimes, particularly disputes or quality-of-life concerns. To that end, our Officers remain vigilant and committed to maintaining a visible presence throughout our neighborhoods, parks, and business corridors.

We also ask for your help:

- **Check on elderly neighbors** and those without air conditioning—especially during heat advisories.
- **Lock vehicles and secure valuables**, particularly during outdoor events or while visiting cooling centers.
- **Report suspicious behavior immediately.** Early intervention often prevents larger problems.
- **Use caution with open windows and doors** for ventilation, and make sure they're secured at night or when you're away.

As always, our goal is to keep New Carrollton safe, informed, and connected. Please don't hesitate to reach out if you need assistance or would like to speak with an officer about safety in your area.

Stay cool, stay safe, and thank you for your continued partnership.

Respectfully,

**Major Marc J. Butler**

*Executive Officer*

New Carrollton Police Department



**NEW CARROLLTON  
POLICE DEPARTMENT**  
PROUDLY HOSTS

# 42nd Annual National Night Out

**City of New Carrollton**



**Tuesday, August 5, 2025 5-8 PM**

INFORMATION BOOTHS \* CLASSIC CAR SHOW \* WATER SLIDES  
INFLATABLES \* GAMES  
FACE PAINTING \* SNOW CONES \* COTTON CANDY  
HOT DOGS \* POPCORN

**BECKETT FIELD \* 8511 LEGATION RD \* NEW CARROLLTON, MD 20784**



If you have any questions or need assistance, please contact us at:

✉ [questions@newcarrolltonpd.com](mailto:questions@newcarrolltonpd.com) | ☎ (301) 459-0142

Thank you for staying informed and engaged with your community.

## MEMORANDUM

TO: Mayor Phelecia E. Nembhart and City Council Members  
FROM: Maisha Williams  
DATE: July 9, 2025  
SUBJECT: Budget Amendments for FY 2025 and FY 2026



Dear Mayor Nembhart and Council Members,

Attached are two Emergency Budget Amendments: one for FY 2025 and one for FY 2026.

### FY 2025:

As we continue working through the audit, additional amendments may be necessary to close out the fiscal year. Revenues and expenditures for FY 2025 will continue to be recorded through the end of August 2025. While we have made efforts to account for all outstanding items, there may still be further adjustments.

### FY 2026:

We have begun using OpenGov and are actively addressing new implementation and workflow challenges. OpenGov is configured to prevent the submission of purchase orders or invoices without an available budget, so additional budget amendments may be required throughout the year.

Previously, the Council discussed permitting departments to transfer funds within their budgets, with a memo to Council outlining those changes. Alternatively, the Council considered shifting to departmental-level budget allocations. We recommend scheduling a future discussion on these options as we continue to develop OpenGov and enhance transparency reporting.

Please let me know if you have any questions.

Sincerely,

Maisha M. Williams, MBA, CPM



Emergency Ordinance 26-01  
Budget Amendment Reconciliation No. Five:  
To Amend Ordinance 24-11  
Current Expense Budget for FY 2025  
Effective: July 16, 2025

**AN EMERGENCY ORDINANCE OF THE CITY COUNCIL OF NEW CARROLLTON AMENDING THE ADOPTED BUDGET FOR THE FISCAL YEAR BEGINNING JULY 1, 2024, AND ENDING JUNE 30, 2025, AS EMBODIED IN ORDINANCE 24-11, TO REFLECT THE RECEIPT OF NEW AND ADDITIONAL REVENUES, AND TO ADJUST VARIOUS EXPENDITURES.**

**WHEREAS**, the City Council of New Carrollton (the “City Council”), a body politic and corporate of the State of Maryland, is authorized to adopt a fiscal year budget pursuant to City Charter §C-14 “Budget and Finance”; and

**WHEREAS** , the City Council adopted a budget for FY 2025 via Ordinance No. 24-11; Ordinances 25-05, 25-07, 25-08, and 25-17; and

**WHEREAS**, the City intends to fund an agreed-upon refund of fees previously charged for recycling services, and will appropriate \$115,440 from the Undesignated Prior Year Surplus to be expended under the Recycling Contract; and

**WHEREAS**, the City seeks to maintain and improve its bridge infrastructure, including rebuilding the Powhatan Bridge and addressing maintenance items identified by Prince George’s County and a certified bridge inspector, and will appropriate \$56,683 from the Designated Future Projects Fund to be expended under Bridge Repair for engineering-related costs; and

**WHEREAS**, certain expenses reflected in the City budget will exceed their appropriate amount and require an adjustment in the FY 2025 Budget to reflect additional money being appropriated to these items; and

**WHEREAS**, the City Council wishes to move funds from various line items that were underspent and reassign them to line items that exceeded their appropriated amounts; and

**WHEREAS**, the City Council wishes to amend the FY 2025 Budget to reflect the reassignment of funds; and

**Section 1. NOW THEREFORE, BE IT ENACTED AND ORDAINED** by the City Council of New Carrollton, with the approval of at least four-fifths vote of the total council that Ordinance 24-11, Current Expense Budget for the City of New Carrollton, Maryland for Fiscal Year 2025, under the heading of “City of New Carrollton FY 2025 Adopted Budget” be and hereby is amended as follows:

ACCOUNT	DESCRIPTION	BUDGET	DECREASE REVENUES / INCREASE EXPENDITURES	INCREASE REVENUES / DECREASE EXPENDITURES	AMENDED BUDGET
01-1000-36850	Undesignated Prior Year Surplus 01-1000-36850	706,000		115,440	590,560
01-1000-36855	Designated for Future Projects 01-1000-36855	250,000		56,683	193,317
01-1110-53540	TRAVEL & MEETINGS	20,000.00	2,000.00		22,000
01-1110-54340-	COMMUNITY OUTREACH EXPENSES 01-1110-54340-	15,000	4,000		19,000
01-1110-54450-	GREEN TEAM/NEIGHBORHOOD WATCH 01-1110-54450-	1,000	450		1,450
01-1510-45400-	EMPLOYEE SERVICE-G.G. ADMINISTRATION 01-1510-45400-	832,310		18,900	813,410
01-1510-45500-	SALARY INTERNS & TEMP. 01-1510-45500-	45,000		17,500	27,500
01-1510-46300	F.I.C.A	63,778.00	3,800.00		67,578
01-1510-48000-	RETIREMENT & PENSION 01-1510-48000-	153,225		15,600	137,625
01-1510-48010-	LIFE AND LTD 01-1510-48010-	8,000	6,000		14,000
01-1510-50220-	WEBSITE & EMAIL SERVICES 01-1510-50220-	20,000	5,000		25,000
01-1510-50301-	SPECIAL COUNSEL EXPENSES 01-1510-50301-	9,000	20,000		29,000
01-1510-50325-	CONSULTING SERVICES 01-1510-50325-	157,425		100,000	57,425
01-1510-50330-	TEMPORARY OFFICE SUPPORT 01-1510-50330-	2,000	17,500		19,500
01-1510-50400-	ADVERTISING EXPENSES 01-1510-50400-	2,000	4,000		6,000
01-1510-50440-	I-NET OPERATING COST 01-1510-50440-	20,000	13,000		33,000
01-1510-50450-	CITY NEWSLETTER 01-1510-50450-	30,000	12,000		42,000
01-1510-50765-	LEASE PAYMENTS - MODULAR BLD 01-1510-50765-	0	15,000		15,000
01-1510-52100-	BUILDING MAINT. & REPAIR 01-1510-52100-	165,000	15,000		180,000
01-1510-52180-	EQUIPMENT RENTAL & PORTA POTTY 01-1510-52180-	7,000	1,500		8,500
01-1510-52520-	OFFICE SUPPLIES & PRINTING 01-1510-52520-	20,000	1,600		21,600
01-1510-52550-	JANITORIAL SUPPLIES 01-1510-52550-	12,000	1,000		13,000
01-1510-53520-	EMPLOYEE TRAINING 01-1510-53520-	15,000		5,000	10,000
01-1510-53540-	TRAVEL & MEETING 01-1510-53540-	30,000	5,000		35,000
01-1510-54010	TELEPHONES	13,000.00	150.00		13,150
01-1510-54020-	CELLPHONES 01-1510-54020-	5,500	3,000		8,500
01-1510-54050-	UTILITY-ELECTRICITY 01-1510-54050-	30,000	2,000		32,000
01-1510-54150-	UPKEEP OF HANKO BUILDING 01-1510-54150-	65,000	17,000		82,000
01-1510-54446-	COMMUNITY DAY / NATIONAL NIGHTOUT 01-1510-54446-	25,000		4,450	20,550
01-1510-54449-	SHRED EVENTS 01-1510-54449-	1,500	100		1,600
01-1510-54451-	SPRING COMMUNITY EVENT 01-1510-54451-	15,000		5,000	10,000
01-1510-54480-	COMMUNITY PROGRAMMING	40,000		16,000	24,000
01-1510-58100-	OFFICE EQUIP. & COMPUTERS 01-1510-58100-	2,500	2,000		4,500
01-1510-58250-	CABLE TV EQUIPMENT (PEG) 01-1510-58250-	306,000		5,000	301,000
01-1530-50400-	RECRUITING 01-1530-50400-	0	500		500
01-1530-53510	DUES & SUBSCRIPTIONS	1,500.00	400.00		1,900
01-1530-53520-	EMPLOYEE TRAINING 01-1530-53520-	5,000	15,000		20,000
01-1530-58340-	COMPENSATION STUDY 01-1530-58340-	25,000		15,500	9,500
01-2010-45400-	EMPLOYEE SERVICE-FINANCE 01-2010-45400-	127,209		2,000	125,209
01-2010-45650-	OVERTIME-EMPLOYEE SERVICE 01-2010-45650-	500	1,500		2,000
01-2010-48010-	LIFE AND LTD 01-2010-48010-	2,000	1,000		3,000
01-2510-45400-	EMPLOYEE SERVICE-CODE ENF. 01-2510-45400-	276,664	40,000		316,664
01-2510-46300	F.I.C.A	21,677.00	450.00		22,127
01-2510-46500-	HEALTH INSURANCE 01-2510-46500-	78,865	35,000		113,865
01-2510-50200-	COMPUTER SUPPORT 01-2510-50200-	31,000		31,000	-
01-2510-50820-	PROPERTY CLEAN-UP 01-2510-50820-	2,500		2,500	-
01-2510-52130-	VEHICLE OPERATIONS & MAINTENANCE 01-2510-52130-	2,500	100		2,600
01-2510-52140-	VEHICLE GASOLINE USE 01-2510-52140-	2,500		1,500	1,000
01-2510-52530-	FIELD SUPPLIES 01-2510-52530-	3,000		2,600	400
01-2510-52540-	SIGNS, NOTICES & PERMITS 01-2510-52540-	2,000		1,000	1,000
01-2510-53520-	EMPLOYEE TRAINING 01-2510-53520-	12,000		5,500	6,500
01-2510-53540-	TRAVEL & MEETING 01-2510-53540-	10,000	5,500		15,500
01-2510-54021-	GPS TRACKING 01-2510-54021-	0	1,000		1,000
01-2510-54080-	POSTAGE METER & COURIER SERVICES 01-2510-54080-	2,500		2,500	-

ACCOUNT	DESCRIPTION	BUDGET	DECREASE REVENUES / INCREASE EXPENDITURES	INCREASE REVENUES / DECREASE EXPENDITURES	AMENDED BUDGET
01-3010-45400	EMPLOYEE SERVICE	390,359.00	80,000.00		470,359
01-3010-45650	OVERTIME-EMPLOYEE SERVICE	4,269	1,100		5,369
01-3010-46300	F.I.C.A.	39,065.89	8,000.00		47,066
01-3010-46500	HEALTH INSURANCE	153,680		20,000	133,680
01-3010-48010	LIFE AND LTD	6,500	2,500		9,000
01-3010-50200	COMPUTER & IT SUPPORT	30,000	5,000		35,000
01-3010-52100	BUILDING MAINT. & REPAIR	0	100		100
01-3010-52105	TRAILER MAINT. & SUPPLIES	3,500	1,300		4,800
01-3010-52560	PEDESTRIAN/ TRAFFIC SAFETY SUPPLIES	31,500		25,000	6,500
01-3010-54495	VEHICLE CONTROL FINE SERVICE FEES	25,000		25,000	-
01-3010-53510	DUES & SUBSCRIPTIONS	3,000	1,800		4,800
01-3010-53540	TRAVEL & MEETINGS	8,000	3,000		11,000
01-3010-54020	CELL PHONES	10,000	3,000		13,000
01-3010-54021	GPS TRACKING	2,000	50		2,050
01-3010-54330	POLICE RETENTION GRANT EXPENSE	11,000	1,300		12,300
01-3010-54446	NATIONAL NIGHT OUT	23,500	11,000		34,500
01-3010-54497	RED LIGHT CAMERA SERVICE FEES	500,000		50,000	450,000
01-3030-45400	SPEED CAMERA EMPLOYEE SERVICE	102,359		29,750	72,609
01-3030-45650	O.T-SPEED CAMERA POLICE OFFICERS	3,496	1,800		5,296
01-3030-57100	VEHICLES-CAR	90,000	4,000		94,000
01-3040-45400	EMPLOYEE SERVICE	679,024.00	31,000.00		710,024
01-3040-45650	OVERTIME-POLICE OFFICERS	56,606.00	10,000.00		66,606
01-3040-45680	OVERTIME COURT- APPEARANCE	30,000		30,000	-
01-3040-46000	APPRECIATION AWARD	7,000	50		7,050
01-3040-46300	F.I.C.A.	48,995	11,000		59,995
01-3040-46500	HEALTH INSURANCE	194,787	8,300		203,087
01-3040-52130	VEHICLE OPERATIONS & MAINTENANCE	50,000	1,300		51,300
01-3040-52520	OFFICE SUPPLIES & PRINTING	0	450		450
01-3050-45400	EMPLOYEE SERVICES	186,691		9,620	177,071
01-3050-45650	OVERTIME-PARKING ENF. OFFICERS	662	1,000		1,662
01-3050-46500	HEALTH INSURANCE	33,257	2,200		35,457
01-3050-54021	GPS TRACKING	1,000	120		1,120
01-3510-45300-	P. W. DIRECTOR'S SALARY 01-3510-45300-	102,207		56,663	45,544
01-3510-45400	PW EMPLOYEE SERVICE	354,383		30,000	324,383
01-3510-46500	HEALTH INSURANCE	136,826		22,161	114,665
01-3510-50330-	TEMPORARY LABOR SUPPORT 01-3510-50330-	50,000	2,000		52,000
01-3510-50710-	AUTO INSURANCE 01-3510-50710-	29,000	269		29,269
01-3510-50750-	EQUIPMENT MAINT. CONTRACTS 01-3510-50750-	2,500	2,700		5,200
01-3510-50760-	OFFICE EQUIPMENT CONTRACTS 01-3510-50760-	2,000	200		2,200
01-3510-51000-	PREVENTIVE VEHICLE & MAINT. 01-3510-51000-	25,000	12,000		37,000
01-3510-52200-	Gasoline Tank Maint. 01-3510-52200-	3,000	11,000		14,000
01-3510-53560-	EMPLOYEE GIFTS/SPECIAL OCCASIONS 01-3510-53560-	3,800	1,300		5,100
01-3510-54020-	CELL PHONES 01-3510-54020-	1,000	800		1,800
01-3510-54021-	GPS TRACKING 01-3510-54021-	1,820	1,500		3,320
01-3510-54060-	UTILITY - NATURAL GAS 01-3510-54060-	12,000	900		12,900
01-3510-54070-	UTILITY - WATER 01-3510-54070-	13,000	20,000		33,000
01-3610-45400-	EMPLOYEE SERVICE 01-3610-45400-	214,630		16,117	198,513
01-3610-45650-	OVERTIME-EMPLOYEE SERVICE 01-3610-45650-	2,752	4,000		6,752
01-3610-51110-	LANDFILL FEES 01-3610-51110-	15,000	1,000		16,000
01-3610-51210-	STREET LIGHTING 01-3610-51210-	105,000	11,000		116,000
01-3610-52560-	PEDESTRIAN/ TRAFFIC SAFETY SUPPLIES 01-3610-52560-	8,000	2,500		10,500
01-3610-53100-	SNOW REMOVAL SUPPLIES 01-3610-53100-	10,000	4,911		14,911
01-3610-54021-	GPS TRACKING 01-3610-54021-	840	300		1,140
01-3610-58530-	BRIDGE REPAIR 01-3610-58530-	0	56,683		56,683
01-3710-50550-	RECYCLING CONTRACT 01-3710-50550-	188,500	150,000		338,500
01-3710-54021-	GPS TRACKING 01-3710-54021-	900	500		1,400
01-3810-48010-	LIFE AND LTD 01-3810-48010-	5,000	1,500		6,500
01-3810-52210-	EQUIPMENT REPAIR & MAINTENANCE 01-3810-52210-	8,000	3,000		11,000
01-3810-54021-	GPS TRACKING 01-3810-54021-	0	3,000		3,000
01-3810-54250-	PARKS, FIELDS & TREE MAINTENANCE 01-3810-54250-	38,000	6,000		44,000
01-4510-60140-	DEBT SERV.-MUNICIPAL CENTER PRINCIPAL 2017 01-4510-60140-	100,000		1,000	99,000
01-4510-60530-	DEBT SERV.-STREET WORK INTEREST FY 2012 01-4510-60530-	21,500	1,000		22,500
01-4521-62200	WEINBACH SCHOLARSHIP GRANT	5,000.00	1.00		5,001
			738,984	738,984	-

**Section 2.**

**BE IT FURTHER ENACTED AND ORDAINED** by the City Council of New Carrollton, Maryland, with at least four-fifths of the total Council concurring that this Ordinance is deemed an emergency ordinance and shall become effective immediately upon approval by the Mayor, or when passed over a mayoral veto by the City Council.

**INTRODUCED AND ENACTED** by the City Council of New Carrollton, Maryland on this 16th day of July 2025.

**EFFECTIVE DATE: July 16, 2025**

**Attest:**

**City of New Carrollton**

\_\_\_\_\_  
Kaitlyn Schisler  
City Clerk

\_\_\_\_\_  
Duane Rosenberg  
Chairman, City Council

Date: \_\_\_\_\_

**Approved:**

\_\_\_\_\_  
Phelecia E. Nembhard  
Mayor

Date: \_\_\_\_\_



Emergency Ordinance 26-02  
Budget Amendment Reconciliation No. One:  
To Amend Ordinance 25-16  
Current Expense Budget for FY 2026  
Effective: July 16, 2025

**AN EMERGENCY ORDINANCE OF THE CITY COUNCIL OF NEW CARROLLTON AMENDING THE ADOPTED BUDGET FOR THE FISCAL YEAR BEGINNING JULY 1, 2025, AND ENDING JUNE 30, 2026, AS EMBODIED IN ORDINANCE 25-16, TO REFLECT THE RECEIPT OF NEW AND ADDITIONAL REVENUES, AND TO ADJUST VARIOUS EXPENDITURES.**

**WHEREAS**, the City Council of New Carrollton (the “City Council”), a body politic and corporate of the State of Maryland, is authorized to adopt a fiscal year budget pursuant to City Charter §C-14, “Budget and Finance”; and

**WHEREAS**, the Fiscal Year 2026 budget was adopted via Ordinance No. 25-16; and

**WHEREAS**, the City was awarded a \$200,000 FY 2025 reimbursable grant from the Maryland Department of Natural Resources for Oak Lane Park site development, and now seeks to use \$39,853.80 from “Other Miscellaneous Grants,” along with \$2,396.20 from the Undesignated Prior Years Surplus, to fund Metro Recreation’s \$42,250 installation of the remaining Poured-In-Place safety surface under Playground Equipment; and

**WHEREAS**, the City was awarded a \$150,000 reimbursable grant through the State Revitalization Programs for site development at West Field Park, and intends to use the funds through Metro Recreation for installation of Poured-In-Place safety surface on the new playground and vita course at a total cost of \$158,179, with the \$8,179 balance funded from the Undesignated Prior Years Surplus and all expenditures made under Playground Equipment; and

**WHEREAS**, the City will appropriate \$150,000 from the Designated Future Projects Fund for infrastructure improvements at the Harland Street property, under Upkeep Harland Street; and

**WHEREAS**, the City will appropriate \$800,000 from the Designated Future Projects Fund for bridge infrastructure, including the Powhatan Bridge, under Bridge Repair; and

**WHEREAS**, the City approved a \$51,750 contract with Petroleum Services for removal of fuel tanks at Public Works and will appropriate \$55,000 from the Designated Future Projects Fund for potential remediation, under Gasoline Tank Maintenance; and

**WHEREAS**, a \$55,000 appropriation from the Designated Future Projects Fund will support a \$53,700 parking study by Endesco, under Consulting Services; and

**WHEREAS**, the City received \$63,500 from the Boys and Girls Club, Inc. in June 2025 for prior facility use and will grant \$40,000 to support its summer programs, to be appropriated from the Undesignated Prior Years Surplus under the Boys and Girls Club Grant; and

**WHEREAS**, the City Council now wishes to amend the Fiscal Year 2026 budget to reflect these additional revenues and appropriations;

---

**Section 1.**

**NOW, THEREFORE, BE IT ENACTED AND ORDAINED** by the City Council of New Carrollton, with the approval of at least four-fifths of the total Council, that Ordinance 25-16, "Current Expense Budget for the City of New Carrollton, Maryland for Fiscal Year 2026," under the heading "City of New Carrollton FY 2026 Adopted Budget," be and hereby is amended as outlined above.

ACCOUNT	DESCRIPTION	BUDGET	DECREASE REVENUES / INCREASE EXPENDITURES	INCREASE REVENUES / DECREASE EXPENDITURES	AMENDED BUDGET
01-1000-35340	Other Miscellaneous Grants	3,200		189,854	193,054
01-1000-36850	Undesignated Prior Year Surplus	555,631		50,575	606,206
01-1000-36855	Designated for Future Projects	-		1,060,000	1,060,000
01-3810-58399	Playground Equipment	150,000	200,429		350,429
01-1510-54155	Upkeep of Harland Street	-	150,000		150,000
01-3610-58530	Bridge Repair	-	800,000		800,000
01-3510-52200	Gasoline Tank Maint	2,000	55,000		57,000
01-1510-50325	Consulting Servies	50,000	55,000		105,000
01-1110-54320	Boys & Girls Club Grant	5,500	40,000		45,500
			1,300,429	1,300,429	-

**Section 2.**

**BE IT FURTHER ENACTED AND ORDAINED** by the City Council of New Carrollton, Maryland, with at least four-fifths of the total Council concurring that this Ordinance is deemed an emergency ordinance and shall become effective immediately upon approval by the Mayor, or when passed over a mayoral veto by the City Council.

**INTRODUCED AND ENACTED** by the City Council of New Carrollton, Maryland on this 16th day of July 2025.

**EFFECTIVE DATE: July 16, 2025**

**Attest:**

**City of New Carrollton**

\_\_\_\_\_  
Kaitlyn Schisler  
City Clerk

\_\_\_\_\_  
Duane Rosenberg  
Chairman, City Council

Date: \_\_\_\_\_

**Approved:**

\_\_\_\_\_  
Phelecia E. Nembhard  
Mayor

Date: \_\_\_\_\_



# CITY OF NEW CARROLLTON

6016 Princess Garden Parkway • New Carrollton, Maryland 20784  
Phone (301) 459 – 6100 Fax (301) 459 - 8172

## MEMORANDUM

Date: July 14, 2025

To: Mayor Nembhard and Members of the City Council

From: Maisha Williams, City Administrative Officer

Subject: Mahoney Park Amphitheater Grant – Project Status and Recommendations

---

The Mahoney Park Amphitheater grant, submitted in 2022, directly supports the implementation of the *New Carrollton City Park and Revitalization Master Plan (2016)*, as outlined on page 52. The approved scope of work includes the construction of an amphitheater, stage, seating area, sidewalks, a fern garden, and a dry riverbed with a rain garden.

As we enter the second year of project development, we are experiencing delays. We have been in ongoing communication with the grant funder, the Maryland Department of Natural Resources (DNR), which has clarified several critical parameters that impact the project's scope and implementation:

1. **No Location Changes:**

Changes to the project's approved location are strictly prohibited. Each Community Parks & Playgrounds (CPP) grant was authorized by legislation and must be implemented as represented in the original application.

2. **Use of Department of Public Works (DPW):**

It is permissible for the City's Department of Public Works to carry out the work. Labor costs are reimbursable if tracked through a payroll or scheduling system that documents time dedicated to this project.

3. **No Reallocation of Funds:**

Funds cannot be reallocated or repurposed. CPP grants are legislatively approved, and modifications are not allowed. Some flexibility may exist within the original application and the Board of Public Works (BPW) project description, but this is limited.

### **Recommendations:**

To ensure successful completion and long-term usability, I recommend designating the Mahoney Park Amphitheater primarily for City-sponsored events and limiting public events, managed on a case-by-case basis. This approach will allow the City to maintain control over event scheduling, manage noise levels, and minimize disruptions to neighboring residents. We must complete this project as initially proposed. Failure to deliver on this or other active grant-funded projects could jeopardize the City's eligibility for future state funding opportunities across all agencies. Please consider this recommendation as we work to move the Mahoney Park Amphitheater forward efficiently and in compliance with grant requirements.

2023



# ADOPTED BUDGET

City  
of



# 2023 Budget Adoption Schedule

**November 9, 2022** **12:00-1:00 P.M.**  
**Council Study Session**

**November 15, 2022** **6:00-8:00 P.M.**  
**Public Session**

**\*\*November 16, 2022\*\*** **6:00-8:00 P.M.**  
**Tentative Public Budget Session**

**November 17, 2022** **1:00-3:00 P.M.**  
**Public Budget Session**

**November 19, 2022** **11:00 A.M. - 1:00 P.M.**  
**Public Budget Session**

**December 7, 2022** **6:00-8:00 P.M.**  
**First & Second Reading**

**December 21, 2022** **6:00-8:00 P.M.**  
**Third & Final Reading**

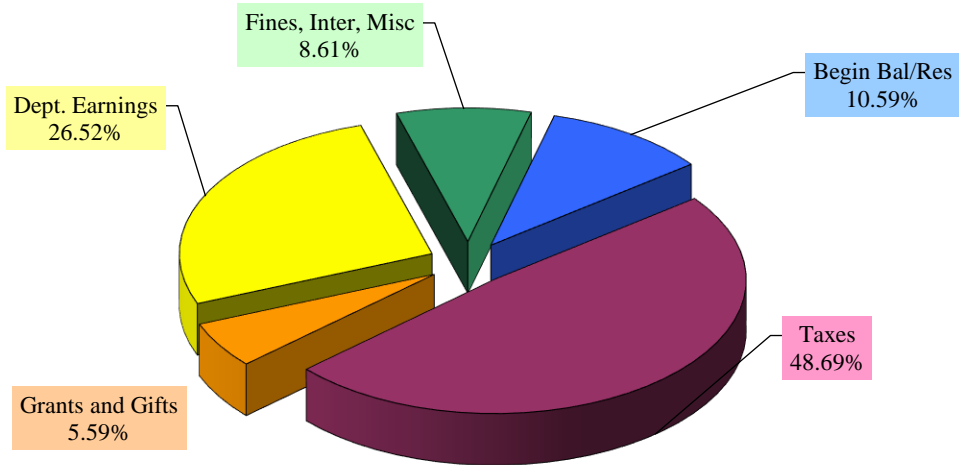
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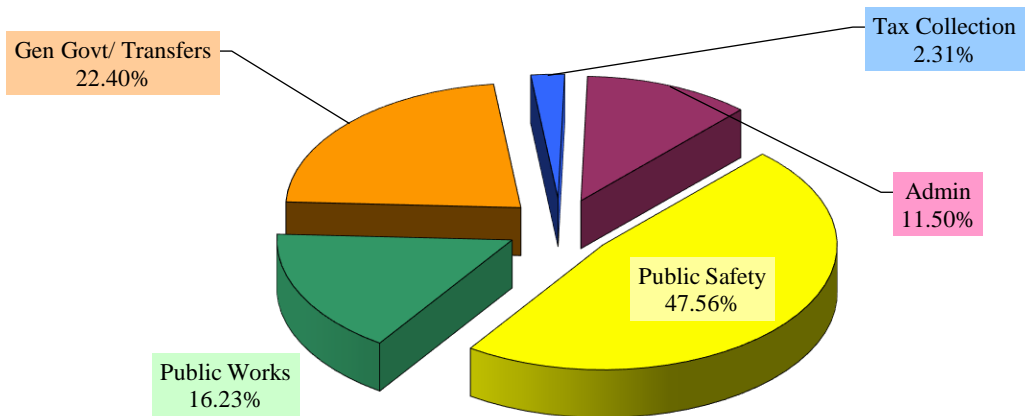
**City of Meadville**  
**Budget Adjustments**  
**Adopted Budget - 2023**

<u><i>Description</i></u>	<u><i>Savings</i></u>
<b>Expense Adjustments:</b>	
Medical Change Savings	179,576
Marc Trf added in	(125,000)
WC Savings	12,367
 <b>Revenue Adjustments:</b>	
Reduce Transfer from RSF	(66,943)
(Original Budget was at \$100,000)	
	<hr/>
Total of all Adjustments	<u>0</u>
Original Adopted Budget Balance	0
As Adjusted	<hr/> <b>0</b>

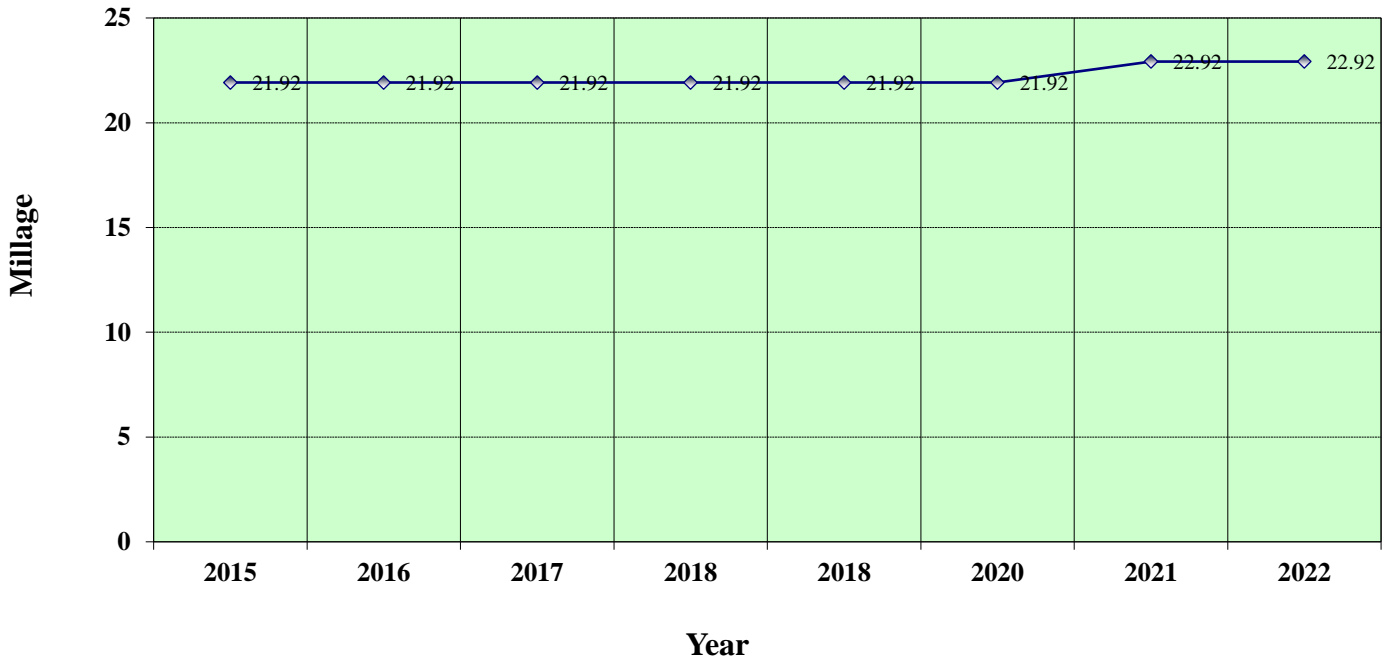
## City of Meadville General Fund Revenues



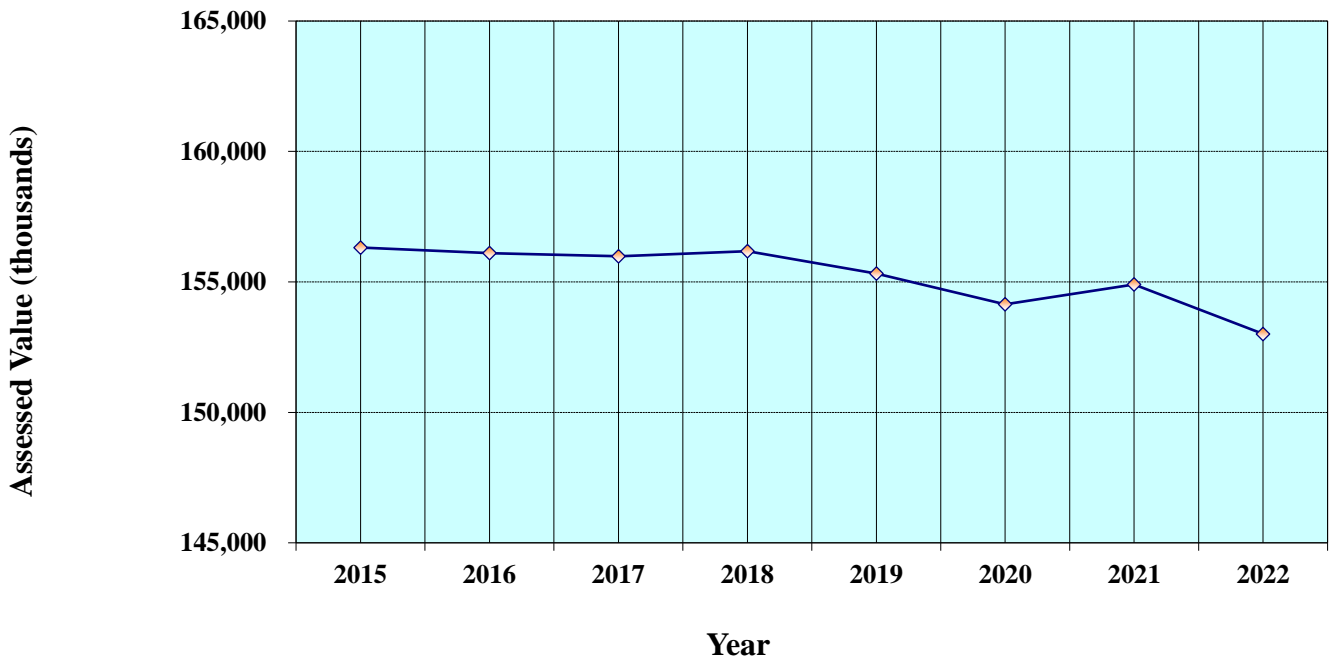
## City of Meadville General Fund Expenditures



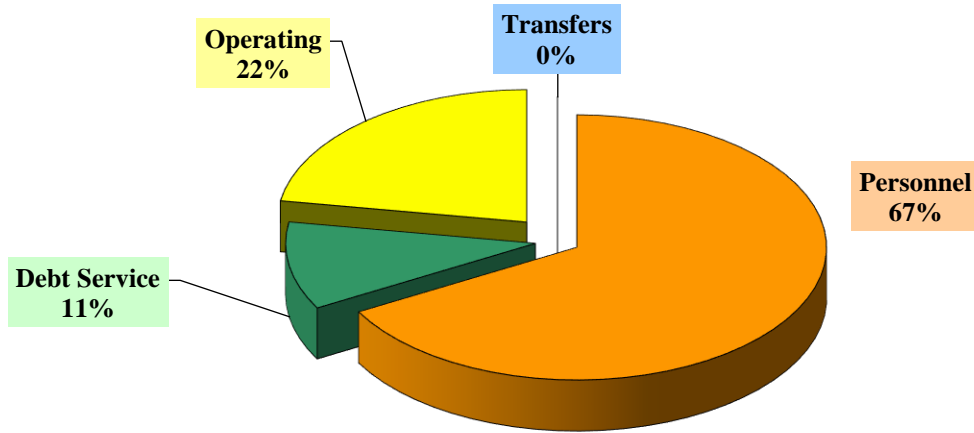
### City of Meadville Tax Rate



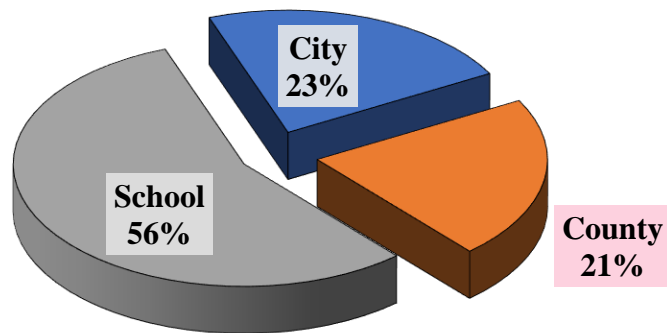
### City of Meadville Assessed Values



## City of Meadville Total General Fund Cost

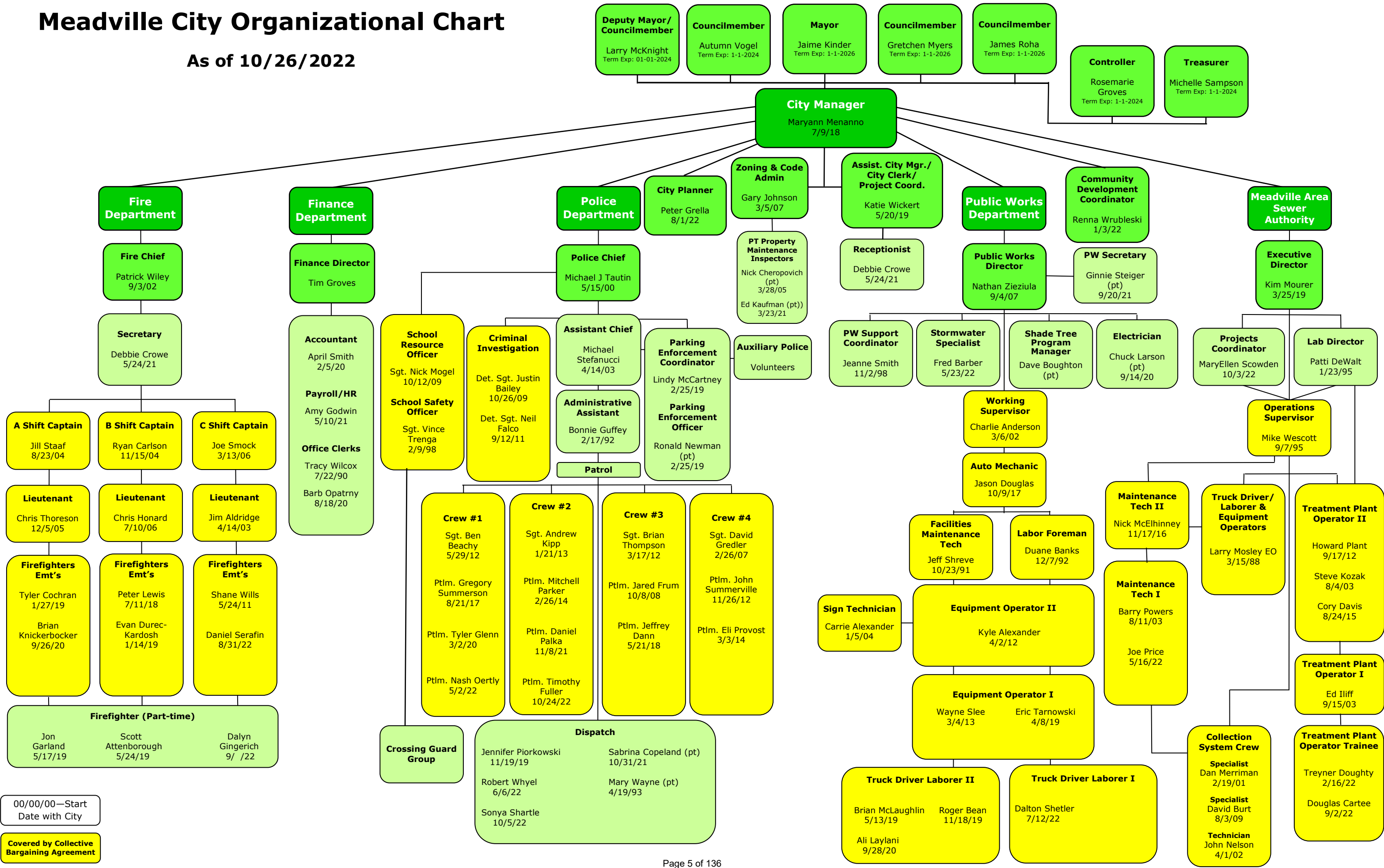


## Real Estate Tax Allocation



# Meadville City Organizational Chart

As of 10/26/2022



00/00/00—Start Date with City

Covered by Collective Bargaining Agreement

## 2023 AUTHORIZED PERSONNEL COMPLEMENT - FULL TIME

DEPARTMENT								TOTAL	
DIVISION	Manager	Finance	Treasurer	Clerk	Police	Fire	Public Works	Parking	Adopted
TITLE								COMPLEMENT	
<b><u>GENERAL GOVERNMENT</u></b>									
<b>CITY MANAGEMENT</b>									
City Manager-Comm Dev Dir	1.00							1	
Assistant Manager-City Clerk	0.25		0.75					1	
Administrative Asst	0.60					0.40			1
Comm Devel Coordinator/Asst Clerk	0.75		0.25					1	
<b>TOTAL</b>								<b>4</b>	
<b>FINANCE DEPARTMENT</b>									
<b>Finance Divison</b>									
Finance Director	1.00							1	
Accountant	1.00							1	
Payroll/Human Resources	1.00							1	
<b>TOTAL</b>								<b>3</b>	
<b>Treasurer's Divison</b>									
Clerk III & Parking Fund			0.65					0.35	1
Clerk III & Parking Fund			0.65					0.35	1
<b>TOTAL</b>								<b>2</b>	



## 2023 AUTHORIZED PERSONNEL COMPLEMENT - FULL TIME

DEPARTMENT								TOTAL	
DIVISION	Manager	Finance	Treasurer	Clerk	Police	Fire	Public Works	Parking	Adopted
TITLE								COMPLEMENT	
<b><u>PUBLIC WORKS</u></b>									
<b>ADMINISTRATION</b>									
Public Works Director							1.00		1
Engineer Technician							1.00		1
Stormwater Program Support							1.00		1
<b>LABORERS</b>									
Working Supervisor							1.00		1
Automotive Mechanic II/Foreman							1.00		1
Equipment Operator							3.00		3
Laborer Foreman							2.00		2
Sign Tech II							1.00		1
Truck Driver/Laborer II							4.00		4
									15
									<b>TOTAL</b>
<b>PARKING FUND</b>									
Meter Mechanic/Parking Enforcement					0.75			0.25	1
									28
									<b>TOTAL</b>

## 2023 AUTHORIZED PERSONNEL COMPLEMENT - FULL TIME

DEPARTMENT DIVISION TITLE	TOTAL Adopted COMPLEMENT
<b><u>MEADVILLE AREA SEWER AUTHORITY</u></b>	
Superintendent	1
Project Coordinator	1
Plant Operator II/Maint Tech II	5
Plant Operator I	1
Equipment Operator II/Maint Tech I	3
Operator Trainee	2
Lab Technician	1
Collection System Technician	1
Collection System Specialist	2
<b>TOTAL</b>	<b>17</b>
"Seasonal" Hours	2,500

## 2023 AUTHORIZED PERSONNEL COMPLEMENT - PART TIME

DEPARTMENT			TOTAL
DIVISION		PARTIAL FUND COMPLEMENT	PARTIAL FUND COMPLEMENT
TITLE			Adopted COMPLEMENT
<b><u>GENERAL GOVERNMENT</u></b>			
<b>CITY SOLICITOR'S OFFICE</b>			
	City Solicitor - Contracted		1
	<b>TOTAL</b>		<b>1</b>
<b>CITY MANAGEMENT</b>			
	Grants Administrator - Contracted		1
	<b>TOTAL</b>		<b>1</b>
<b>City Council</b>			
	Administrative Asst - Contracted		1
	<b>TOTAL</b>		<b>1</b>
<b>CODE ENFORCEMENT</b>			
	Building Inspector		2
	<b>TOTAL</b>		<b>2</b>
<b><u>PUBLIC SAFETY</u></b>			
<b>POLICE DEPARTMENT</b>			
	C. D. Operator		3
	Parking Enforcement Officer		1
	Crossing Guards		21
	<b>TOTAL</b>		<b>25</b>
<b>FIRE DEPARTMENT</b>			
	Firefighter		3
	<b>TOTAL</b>		<b>3</b>
<b><u>PUBLIC WORKS</u></b>			
<b>ADMINISTRATION</b>			
	Shade Tree		1
	Administrative Secretary		1
	City Electrician		1
	<b>TOTAL</b>		<b>3</b>
	"Seasonal" Hours		3,250

**General Fund  
Revenue Budget Summary  
Adopted Budget - 2023**

***Revenues:***

<i>Description</i>	<i>2020 Actual Revenue</i>	<i>2021 Actual Revenue</i>	<i>2022 Adopted Budget</i>	<i>2022 Projected Revenues</i>	<i>2023 Adopted Budget</i>	<i>Change From 2022 Budget</i>
Begin Balance - Carry Over	1,564,927	1,678,328	662,000	2,422,525	664,000	2,000
Begin Balance - Restricted	57,409	57,856	57,856	58,150	58,150	
<b>Total Begin Balance</b>	<b>1,622,336</b>	<b>1,736,184</b>	<b>719,856</b>	<b>2,480,675</b>	<b>722,150</b>	<b>2,000</b>
Taxes	5,047,662	5,276,202	5,259,434	5,310,000	5,618,542	359,108
Licenses & Permits	57,316	(16,437)	57,800	65,500	56,200	(1,600)
Fines & Forfeits	108,973	153,061	252,000	176,450	237,000	(15,000)
Interest & Rents	267,420	241,747	213,250	217,250	69,950	(143,300)
Grants & Gifts	1,158,578	1,262,668	1,239,130	1,275,931	645,929	(593,201)
Departmental Earnings	2,988,871	2,930,478	2,978,004	3,001,716	3,060,203	82,199
Other	583,963	659,168	564,214	625,889	618,560	54,346
Transfers In/Out	(85,000)	200,000	530,757	530,757	433,057	(97,700)
<b>Total Operating Revenues</b>	<b>10,127,784</b>	<b>10,706,888</b>	<b>11,094,589</b>	<b>11,203,493</b>	<b>10,739,441</b>	<b>(355,148)</b>
<b>Total Cash Available</b>	<b>11,750,120</b>	<b>12,443,072</b>	<b>11,814,445</b>	<b>13,684,168</b>	<b>11,461,591</b>	<b>(353,148)</b>

**General Fund  
Expense Budget Summary  
Adopted Budget - 2023**

***Expenditures:***

<i>Description</i>	<i>2020 Actual Expend</i>	<i>2021 Actual Expend</i>	<i>2022 Adopted Budget</i>	<i>2022 Projected Expend</i>	<i>2023 Adopted Budget</i>	<i>Change From 2022 Budget</i>
Police	3,235,231	3,310,930	3,518,814	3,542,115	3,629,491	110,677
Fire	1,568,588	1,609,504	1,695,915	1,630,795	1,737,480	41,565
Management & Development	465,835	426,638	450,636	503,509	528,632	77,995
Finance	357,633	414,638	515,872	489,838	514,200	(1,672)
Treasurer	130,167	137,722	155,151	131,843	145,913	(9,237)
City Clerk	116,216	118,748	113,020	137,160	145,366	32,346
City Council	82,146	81,152	100,534	72,193	82,146	(18,388)
City Solicitor	73,243	83,374	105,300	99,919	125,300	20,000
Public Works	1,627,958	1,649,909	1,778,498	1,718,856	1,806,901	28,403
General Govt	2,356,918	2,129,781	3,322,848	2,605,231	2,688,011	(634,836)
<hr/>						
Total Expenditures	10,013,936	9,962,396	11,756,589	10,931,459	11,403,441	(353,148)
Operating Revenues Less Exp	113,848	744,491	0	272,034	(0)	
Fund Balance	1,736,184	2,480,675	1,583,952	2,752,709	2,088,709	504,757

**General Fund  
Revenues  
Adopted Budget - 2023**

<i>Description</i>	<i>2020 Actual Revenues</i>	<i>2021 Actual Revenues</i>	<i>2022 Adopted Budget</i>	<i>2022 Projected Revenues</i>	<i>2023 Adopted Budget</i>	<i>Change From 2022 Budget</i>
Prior Year Balance	1,564,927	1,678,328	662,000	2,422,525	664,000	2,000
Begin Balance Restricted	57,409	57,856	57,856	58,150	58,150	294
<b><i>Taxes (000's)</i></b>						
Property-Assessed Value	154,528	156,947	156,000	153,007	155,000	
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	
	154,528	156,947	156,000	153,007	155,000	
Millage	21.92	22.92	22.92	22.92	24.92	
Percentage Collected	92.42%	89.41%	93.00%	91.82%	92.00%	
Real Estate Tax	3,130,554	3,216,445	3,325,234	3,220,000	3,553,592	228,358
Real Estate Tax - Del	287,155	349,969	271,000	268,050	275,000	4,000
Per Capita	42,347	40,721	45,000	40,500	41,000	(4,000)
Per Capita - Del	9,289	13,580	12,000	9,500	10,000	(2,000)
Mechanical	1,736	1,200	1,200	950	1,200	0
Real Estate Transfer	141,754	202,509	125,000	210,000	150,000	25,000
Earned Income Tax	994,551	1,015,936	1,030,000	1,110,000	1,137,750	107,750
LST (EMST) (OPT)	440,276	435,842	450,000	451,000	450,000	0
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	
Total	5,047,662	5,276,202	5,259,434	5,310,000	5,618,542	359,108
<b><i>Licenses &amp; Permits</i></b>						
Construction Permits	51,241	(18,857)	52,000	62,150	52,000	0
Various Licenses	2,075	320	1,200	850	1,200	0
Liquor Licenses	4,000	2,100	4,600	2,500	3,000	(1,600)
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	
Total	57,316	(16,437)	57,800	65,500	56,200	(1,600)

**General Fund  
Revenues  
Adopted Budget - 2023**

<i>Description</i>	<i>2020 Actual Revenues</i>	<i>2021 Actual Revenues</i>	<i>2022 Adopted Budget</i>	<i>2022 Projected Revenues</i>	<i>2023 Adopted Budget</i>	<i>Change From 2022 Budget</i>
<b><i>Fines &amp; Forfeits</i></b>						
Magistrate	49,462	60,897	150,000	85,000	135,000	(15,000)
Motor Code Violations	59,105	91,667	100,500	90,000	100,500	0
Abatement Recovery	406	498	1,500	1,450	1,500	0
<b>Total</b>	<b>108,973</b>	<b>153,061</b>	<b>252,000</b>	<b>176,450</b>	<b>237,000</b>	<b>(15,000)</b>
<b><i>Interest &amp; Rents</i></b>						
Interest - Operating	17,471	10,319	12,000	13,500	15,000	3,000
Interest - GF Reserves	828	436	750	1,000	1,200	450
Interest - Assessments/Liens	0	0	0	0	0	0
Interest - Special Reserves	20,000	20,000	20,000	20,000	20,000	0
Rentals	229,121	210,992	180,500	182,750	33,750	(146,750)
<b>Total</b>	<b>267,420</b>	<b>241,747</b>	<b>213,250</b>	<b>217,250</b>	<b>69,950</b>	<b>(143,300)</b>
<b><i>Grants &amp; Gifts</i></b>						
State Aid - Pension	514,479	499,593	498,600	517,400	555,100	56,500
Utility Tax	4,920	5,037	5,036	5,129	5,129	93
State Contracts/Grants	59,152	47,306	48,200	48,305	48,200	0
Federal Grant - Cares	531,190	662,294	662,294	664,388	0	(662,294)
Police Stop Grant	48,837	48,438	25,000	40,709	37,500	12,500
<b>Total</b>	<b>1,158,578</b>	<b>1,262,668</b>	<b>1,239,130</b>	<b>1,275,931</b>	<b>645,929</b>	<b>(593,201)</b>
<b><i>Other</i></b>						
Housing Authority Pilot	16,747	73,804	18,000	70,000	70,000	52,000
School/X-Guards/SRO	216,771	228,309	218,000	230,000	233,000	15,000
Sale Equip/Property	3,034	502	3,700	1,250	3,700	0
Impact Fees	69,763	73,265	73,000	62,969	62,000	(11,000)
Other/Capital Reimb	277,648	283,289	251,514	261,670	249,860	(1,654)
<b>Total</b>	<b>583,963</b>	<b>659,168</b>	<b>564,214</b>	<b>625,889</b>	<b>618,560</b>	<b>54,346</b>

**General Fund  
Revenues  
Adopted Budget - 2023**

<i>Description</i>	<i>2020 Actual Revenues</i>	<i>2021 Actual Revenues</i>	<i>2022 Adopted Budget</i>	<i>2022 Projected Revenues</i>	<i>2023 Adopted Budget</i>	<i>Change From 2022 Budget</i>
<b><i>Departmental Earnings</i></b>						
Payments in Lieu of Tax	176,873	180,959	187,966	190,187	200,464	12,498
Municipal Contributions	150,000	150,000	150,000	150,000	150,000	0
Cable Fees	149,905	146,148	150,000	145,000	145,000	(5,000)
Refuse Collection Fees	1,325,040	1,335,563	1,341,510	1,332,500	1,341,510	0
Fiscal Management Fees	427,683	393,599	444,137	464,137	461,075	16,938
Inspection Services	138,039	96,351	117,058	116,000	120,794	3,736
Storm Water Program	205,000	205,000	205,000	205,000	200,000	(5,000)
Storm Water - Public Works	185,000	185,000	185,000	185,000	235,000	50,000
Equipment Rental	3,643	3,243	3,500	3,500	3,500	0
Maintenance Fees	51,792	52,312	52,833	52,833	53,360	527
Treasurer Office	98,438	79,540	75,000	74,000	75,000	0
Electrician Services	4,898	195	0	0	0	0
Misc Fire Fees	16,395	21,155	16,000	25,000	25,000	9,000
Repair of Street Openings	42,417	61,345	35,000	51,059	42,000	7,000
Garage Services	13,748	20,069	15,000	7,500	7,500	(7,500)
<b>Total</b>	<b>2,988,871</b>	<b>2,930,478</b>	<b>2,978,004</b>	<b>3,001,716</b>	<b>3,060,203</b>	<b>82,199</b>
<b>Total Operating Revenues</b>	<b>10,212,784</b>	<b>10,506,888</b>	<b>10,563,832</b>	<b>10,672,736</b>	<b>10,306,384</b>	<b>(257,448)</b>
<b><i>Transfers In</i></b>						
Transfers In/Out - RSF	(360,000)	0	130,757	130,757	33,057	(97,700)
Transfers In - Debt Reserve	275,000	200,000	400,000	400,000	400,000	0
<b>Total Revenues Available</b>	<b>11,750,120</b>	<b>12,443,072</b>	<b>11,814,445</b>	<b>13,684,168</b>	<b>11,461,591</b>	<b>(352,854)</b>

Description	Revenue Description
<p><b><i>Taxes</i></b></p> <p>Real Estate Tax</p> <p>Real Estate Tax – Del</p> <p>Per Capita</p> <p>Per Capita – Del</p> <p>Mechanical</p> <p>Real Estate Transfer</p> <p>Earned Income Tax (EIT)</p> <p>LST</p>	<p>Slight projected increase in real estate tax revenue/assessed value. Assumes a collection rate of 92%. Based on taxable assessed value of \$155,000,000.</p> <p>Delinquent real estate taxes collected by City and County Treasurer.</p> <p>Per capita tax collection. Billed by city for city/county/school. City portion is \$10.</p> <p>Delinquent per capita tax collection (Collected by Sharp Collections).</p> <p>Mechanical device fee and state tavern tax.</p> <p>Tax (1%) collected by County and transmitted to City on sale of property within the City.</p> <p>Wage tax collection (1/2% of earned income). (Collected by Berkheimer).</p> <p>Local Services Tax (\$1/per week worked - total \$52/person if worked all year).</p>
<p><b><i>Licenses &amp; Permits</i></b></p> <p>Construction Permits</p> <p>Various Licenses</p> <p>Liquor Licenses</p>	<p>Construction permit and plumber licensing fees.</p> <p>Bed &amp; Breakfast, Solicitor permits, etc.</p> <p>Annual revenue received from Commonwealth of PA.</p>
<p><b><i>Fines &amp; Forfeits</i></b></p> <p>Magistrate</p> <p>Motor Code Violations</p>	<p>Fines collected from parking, non-traffic and city ordinance citations issued by the Police Department and Property Maintenance staff that has been adjudicated by the District Magisterial Judge. Slight decrease for 2023 as revenue estimates have fallen short based on recently passed ordinance</p> <p>Parking meter fines and traffic code citations issued by the Police Department.</p>
<p><b><i>Interest &amp; Rents</i></b></p> <p>Interest – Operating</p> <p>Interest – GF Reserves</p> <p>Interest – Special Reserves</p> <p>Rentals</p>	<p>Interest earned on cash accounts.</p> <p>Interest earned on cash accounts.</p> <p>Funds from interest earned on reserves</p> <p>No rent as old city hall building was sold. Proceeds in a Real Estate Improvement Fund District Magistrate (\$31,000)</p>

Description	Revenue Description
<p><b>Grants &amp; Gifts</b></p> <p>State Aid – Pension</p> <p>Utility Tax</p> <p>State Contracts/Grants</p> <p>Police STOP Grant</p> <p>American Rescue Act</p> <p>School/X-Guards/SRO</p>	<p>Formulary funding received from Commonwealth of PA for pension relief. These are monies from a surcharge on foreign and fire casualty insurance and is used to help pay for pension costs.</p> <p>Formulary funding received from Commonwealth of PA for property tax relief re: tax-exempt utilities.</p> <p>PennDOT Winter Services Agreement for plowing state routes.</p> <p>STOP grant for prevention of domestic violence</p> <p>Received \$664,000 in July 2022 – Use monies from 2022 to balance 2023 budget</p> <p>Reimbursement from Crawford Central School District for Crossing Guards and portions of School Resource Officer and School Safety Officer. Increase due to natural escalation of wages.</p>
<p><b>Other</b></p> <p>Housing Authority PILOT</p> <p>Sale Equip/Property</p> <p>Impact Fees</p> <p>Other/Capital Reimb</p>	<p>Formulary funding (Payment in Lieu of Taxes) for Housing Authority units.</p> <p>Estimated revenue from annual auction</p> <p>Fees received from occupants of the Crawford Business Park (former Avtex property). Fees are based on the difference in real estate tax rate between the City and Vernon Township. Fee agreement ends in 2024.</p> <p>Loan fees from MASA &amp; MAWA (\$167,400), restitution, license fees, and other miscellaneous revenue.</p>
<p><b>Departmental Earnings</b></p> <p>Payments in Lieu of Tax</p> <p>Municipal Contributions</p> <p>Cable Fees</p> <p>Refuse Collection Fees</p> <p>Fiscal Management Fees</p> <p>Inspection Services</p>	<p>Allegheny College (\$75,000) and Meadville Medical Center (\$75,000).</p> <p>Parking Fund (\$50,225), MASA (\$149,489) and CATA (\$750).</p> <p>Cable Franchise Fee under agreement with Armstrong Cable. Revenue slowly declining over time. Prior budget figure has been overstated.</p> <p>Refuse collection revenue from user fees, Prior budget figure has been overstated.</p> <p>Revenue earned from fiscal management fees from MASA (\$257,000), RDA (\$115,000), Market Authority (\$2,500), Recreation Authority (\$24,075), Parking Fund (\$32,500) and CDBG Program (\$30,000). Management fee revenue is allocated as follows: Finance (70%), Management/Development (25%) and City Clerk (5%).</p>

Storm Water Program Management	CDBG reimbursement for property maintenance code inspections (\$44,950). \$75,000 transferred from the Capital Fund to the General Fund to pay for Public Works Support Coordinator wage for capital project inspections.
Storm Water – Public Works	Funds transferred from Stormwater Fund for program management, compliance, mapping, and engineering. See Stormwater Fund Expenditure Budget for detail.
Equipment Rental	Revenue from Stormwater Fund to cover Public Works personnel expenses.
Maintenance Fees	Funds transferred from Parking Fund to General Fund for vehicle rental, rental of equipment/services to outside municipalities
Treasurer Office	Funds transferred from Parking Fund to General Fund for maintenance of parking lots, parking garage, meter maintenance, and maintenance of equipment.
Electrician Services	Funds reimbursed by County and School District for tax collection.
Miscellaneous Fire Fees	Revenue earned from services billed to outside municipalities. No longer providing this service with recent retirement of City Electrician.
Repair of Street Openings	Revenue received from miscellaneous Fire Department fees.
Garage Services	Revenue earned from utilities to repair street openings. Revenue down in 2020 due to COVID. Annual revenue is inconsistent.
	Revenue earned from vehicle maintenance charged to other departments/funds.
<b><i>Transfers In</i></b>	
Transfers In	Transfer in from Rate Stabilization Fund to help offset the tax increase (\$100,000)
	Transfer In From Debt Fund – (\$400,000)

**General Fund Summary  
Adopted Budget - 2023**

<b>Expenditures:</b>	<i>2020</i>	<i>2021</i>	<i>2022</i>	<i>2022</i>	<i>2023</i>
<i>Description</i>	<i>Actual</i>	<i>Actual</i>	<i>Adopted</i>	<i>Projected</i>	<i>Adopted</i>
<i>Description</i>	<i>Expend</i>	<i>Expend</i>	<i>Budget</i>	<i>Expend</i>	<i>Budget</i>
Personnel	6,742,901	6,848,409	7,311,485	7,156,680	7,671,276
Operating	2,285,958	2,299,879	3,096,169	2,506,121	2,567,781
Transfer to Auth/Boards	125,000	125,500	125,500	125,500	500
Debt Service	860,077	688,609	1,223,435	1,140,358	1,223,928
<b>Total Operating Expenses</b>	<b>10,013,936</b>	<b>9,962,396</b>	<b>11,756,589</b>	<b>10,928,659</b>	<b>11,463,485</b>

**City of Meadville  
General Fund Summary  
Expenditures  
Adopted Budget - 2023**

<i>Obj</i>	<i>2020</i>	<i>2021</i>	<i>2022</i>	<i>2022</i>	<i>2023</i>	<i>Change</i>	<i>Percentage</i>
<i>No. Description</i>	<i>Actual</i>	<i>Actual</i>	<i>Adopted</i>	<i>Projected</i>	<i>Adopted</i>	<i>From</i>	<i>Change</i>
	<i>Expend</i>	<i>Expend</i>	<i>Budget</i>	<i>Expend</i>	<i>Budget</i>	<i>2022 Budget</i>	
710 Personnel	3,722,099	3,710,334	3,904,128	3,842,532	4,103,831	199,703	5.12%
710 Overtime/Other pay	111,869	169,768	135,600	144,500	135,600	0	0.00%
720 Employee Benefits	2,977,185	2,985,185	3,299,745	3,191,096	3,279,095	(20,650)	-0.63%
720 Uniforms	43,794	36,232	53,770	38,300	48,000	(5,770)	-10.73%
810 Contracted Services	195,267	253,183	253,099	341,560	318,590	65,491	25.88%
810 Engineering Services	3,157	2,352	7,500	2,700	7,500	0	0.00%
810 Comm Support/Grant Writ	0	7,339	5,500	38,200	36,700	31,200	567.27%
810 Legal	73,458	83,374	105,000	99,409	125,000	20,000	19.05%
810 Shade Trees	40,963	47,919	40,000	40,000	40,000	0	0.00%
820 Materials & Supplies	94,852	91,047	118,275	105,365	124,225	5,950	5.03%
831 Travel	1,407	757	5,650	5,285	6,450	800	14.16%
831 Training	6,133	10,179	22,100	13,230	19,600	(2,500)	-11.31%
832 Postage	11,123	10,424	11,300	11,090	12,600	1,300	11.50%
832 Radio Equipment	13,210	10,356	16,148	10,450	11,098	(5,050)	-31.27%
833 Gas & Oil	40,503	54,931	50,000	73,447	57,250	7,250	14.50%
834 Advertising	11,483	12,791	14,000	20,400	17,500	3,500	25.00%
834 Printing	734	2,405	850	2,200	850	0	0.00%
835 Insurances	112,775	129,751	138,595	139,565	146,543	7,948	5.73%
835 Insurance Claims	6,044	16,490	15,000	5,000	7,500	(7,500)	-50.00%
836 Utilities	295,799	291,184	334,198	296,182	332,590	(1,609)	-0.48%
836 Refuse Collection	889,473	880,037	874,614	884,316	874,614	0	0.00%
836 Trash Cart Reimb	9,985	32,544	15,000	18,089	15,000	0	0.00%
837 Maint of Equipment	261,508	262,560	284,299	274,930	265,158	(19,141)	-6.73%
842 Membership Dues	3,370	2,908	3,545	3,020	3,550	5	0.14%
842 Periodicals	489	553	750	480	750	0	0.00%
842 Code Updates	0	305	255	255	255	0	0.00%
885 General Expense	94,924	38,493	694,533	52,250	52,415	(642,118)	-92.45%
895 Transfers to Auth/Boards	129,366	128,262	129,700	137,250	137,250	7,550	5.82%
xxx Pension Amort Savings	(545,078)	(545,078)	(545,078)	(1,695,233)	(1,695,233)	(1,150,155)	211.01%
896 Debt Service	1,405,155	1,233,687	1,768,513	2,835,591	2,919,161	1,150,648	65.06%
885 Contingency	0	0	0	0	0	0	
<b>Grand Total</b>	<b>10,013,936</b>	<b>9,962,396</b>	<b>11,756,589</b>	<b>10,931,459</b>	<b>11,403,441</b>	<b>(353,148)</b>	<b>-3.00%</b>



# CITY COUNCIL

## **Department Objective**

To initiate, promulgate, and define policies, programs, and general activities which provide for the general welfare of all residents of the City of Meadville. The City Council consists of a Mayor and four Councilpersons, all of whom are elected at large for four years in overlapping terms. Included with this element are provisions for the City Controller, who is also elected for a four-year term.

## **Council:**

Mayor Jaime Kinder

Deputy Mayor Larry McKnight

Councilmember Autumn Vogel

Councilmember Gretchen Myers

Councilmember James Roha

## **Term:**

2022 – 2026

2020 – 2024

2020 – 2024

2022 – 2026

2018 – 2022

## **City Controller**

Rosemarie Martinez Groves

2020 – 2024

**City Council  
Adopted Budget - 2023**

<b>Revenues:</b>	<i>2020</i>	<i>2021</i>	<i>2022</i>	<i>2022</i>	<i>2023</i>
<i>Description</i>	<i>Actual</i>	<i>Actual</i>	<i>Adopted</i>	<i>Projected</i>	<i>Adopted</i>
<i>Description</i>	<i>Revenues</i>	<i>Revenues</i>	<i>Budget</i>	<i>Revenues</i>	<i>Budget</i>
General Fund	82,146	81,152	100,534	72,193	82,146
<b>Total Operating Revenues</b>	<b>82,146</b>	<b>81,152</b>	<b>100,534</b>	<b>72,193</b>	<b>82,146</b>

<b>Expenditures:</b>	<i>2020</i>	<i>2021</i>	<i>2022</i>	<i>2022</i>	<i>2023</i>
<i>Description</i>	<i>Actual</i>	<i>Actual</i>	<i>Adopted</i>	<i>Projected</i>	<i>Adopted</i>
<i>Description</i>	<i>Expend</i>	<i>Expend</i>	<i>Budget</i>	<i>Expend</i>	<i>Budget</i>
Personnel	79,827	78,136	94,534	64,218	75,096
Operating	2,319	3,016	6,000	7,975	7,050
<b>Total Operating Expenses</b>	<b>82,146</b>	<b>81,152</b>	<b>100,534</b>	<b>72,193</b>	<b>82,146</b>

**City Council  
Expenditures  
Adopted Budget - 2023**

<i>Obj</i>		<i>2020</i>	<i>2021</i>	<i>2022</i>	<i>2022</i>	<i>2023</i>	<i>Change</i>
<i>No.</i>	<i>Description</i>	<i>Actual</i>	<i>Actual</i>	<i>Adopted</i>	<i>Projected</i>	<i>Adopted</i>	<i>From</i>
		<i>Expend</i>	<i>Expend</i>	<i>Budget</i>	<i>Expend</i>	<i>Budget</i>	<i>2022 Budget</i>
710	Personnel	7,826	8,100	8,100	8,100	8,100	0
720	Employee Benefits	72,002	70,037	86,434	56,117	66,996	(19,438)
831	Travel	0	0	500	850	850	350
831	Training	84	0	500	375	500	0
842	Membership Dues	700	475	500	700	700	200
885	General Expense	1,246	2,266	2,500	3,550	2,500	0
885	Special Projects	290	275	2,000	2,500	2,500	500
<b>Total</b>		<b>82,146</b>	<b>81,152</b>	<b>100,534</b>	<b>72,193</b>	<b>82,146</b>	<b>(18,388)</b>

<b>Obj. No.</b>	<b>Description</b>	<b>Expense Description</b>
<b>710</b>	<b>PERSONNEL</b>	Council and Controller wages per City ordinance and Third Class City Code. Mayor (\$1,800), Councilmember (\$1,200), Controller (\$1,500).
<b>720</b>	<b>EMPLOYEE BENEFITS</b>	FICA, Workers Comp, Medical, Life, Dental, Health Reimbursement Account (HRA), Travel Allowance
<b>810</b>	<b>CONTRACTED SERVICES</b>	strategic photographs and videos of City Council, local businesses, nature and events occurring within the City, producing and creating visual media and other content for the City's social media and website platforms, producing marketing content to highlight the City's initiatives and action plans, managing and making posts on the City's social media platforms, monitoring the City's social media platforms for inappropriate content, consulting with the City Clerk to update, design and develop the City's website, web production, audio engineering, scheduling, staging, producing, and directing podcasts for the City, and other similar duties requested by the City
<b>831</b>	<b>TRAVEL</b>	Travel related to training, workshops, etc.
<b>831</b>	<b>TRAINING</b>	Conference or training registration fees.
<b>842</b>	<b>MEMBERSHIP DUES</b>	Chamber of Commerce, PA Boroughs Association
<b>885</b>	<b>GENERAL EXPENSE</b>	General expenses; special recognitions, ceremonies, miscellaneous supplies, annual Chamber dinner, etc.
<b>885</b>	<b>SPECIAL PROJECTS</b>	Special projects as designated by Mayor Council.



# CITY SOLICITOR

## **Department Objective**

To provide legal counsel to the City Council, City Manager, and all officers and departments of the City in matters relating to their official duties, and to prosecute and defend all suits for and in behalf of the City.

## **Areas of Focus:**

- Civil claims against the City
- Criminal – prosecute misdemeanors and violations
- Real estate

## **Includes:**

- City Solicitor: Knox Law Firm
- Labor Relations: Knox Law Firm
- Special Legal (e.g. draft responses, EEOC claims)

**City Solicitor  
Adopted Budget - 2023**

<b>Revenues:</b>	<i>2020</i>	<i>2021</i>	<i>2022</i>	<i>2022</i>	<i>2023</i>
<i>Description</i>	<i>Actual</i>	<i>Actual</i>	<i>Adopted</i>	<i>Projected</i>	<i>Adopted</i>
<i>Description</i>	<i>Revenues</i>	<i>Revenues</i>	<i>Budget</i>	<i>Revenues</i>	<i>Budget</i>
General Fund	73,243	83,374	105,300	99,919	125,300
<b>Total Operating Revenues</b>	<b>73,243</b>	<b>83,374</b>	<b>105,300</b>	<b>99,919</b>	<b>125,300</b>

<b>Expenditures:</b>	<i>2020</i>	<i>2021</i>	<i>2022</i>	<i>2022</i>	<i>2023</i>
<i>Description</i>	<i>Actual</i>	<i>Actual</i>	<i>Adopted</i>	<i>Projected</i>	<i>Adopted</i>
<i>Description</i>	<i>Expend</i>	<i>Expend</i>	<i>Budget</i>	<i>Expend</i>	<i>Budget</i>
Operating	73,243	83,374	105,300	99,919	125,300
<b>Total Operating Expenses</b>	<b>73,243</b>	<b>83,374</b>	<b>105,300</b>	<b>99,919</b>	<b>125,300</b>

**City Solicitor  
Expenditures  
Adopted Budget - 2023**

<i>Obj No.</i>	<i>Description</i>	<i>2020 Actual Expend</i>	<i>2021 Actual Expend</i>	<i>2022 Adopted Budget</i>	<i>2022 Projected Expend</i>	<i>2023 Adopted Budget</i>	<i>Change From 2022 Budget</i>
810	Legal - Solicitor	66,137	65,573	80,000	83,092	105,000	25,000
810	Legal - Labor/Other	7,321	17,801	25,000	16,317	20,000	(5,000)
842	Membership/Travel	(215)	0	300	510	300	0
Total		73,243	83,374	105,300	99,919	125,300	20,000

<b>Obj. No.</b>	<b>Description</b>	<b>Notes</b>
810	LEGAL-SOLICITOR	Legal fees related to normal city business and coordination with outside counsel if required
810	LEGAL-LABOR/OTHER	Legal fees for personnel matters and union contract negotiations
842	MEMBERSHIP/TRAVEL	Labor law training conference.



# CITY MANAGER

## **Department Objective:**

To provide for the effective, professional management of the City of Meadville. Activities of Management & Development include:

- Developing programs and providing the City Council with advice;
- Implementing Council polices through effective programs;
- Administering Property Maintenance and Code Enforcement;
- Providing personnel services for the City, including recruitment, promotion, training opportunities, labor relations, collective bargaining, discipline, grievance handling, and personnel selection.

The City Manager represents the interest of the City on a number of committees, boards, and organizations. The City Manager serves as a communication link, establishing communications and public relations between the City and the general public, the news media, and all appointed authorities, boards, commissions, and committees. The City Manager is primarily responsible for the City's program budget, its preparation and implementation.

## **City Manager**

Maryann Menanno

## **Zoning & Code Administrator**

Gary Johnson

## **City Planner**

Peter Grella

## **Part-time Property Maintenance Inspectors**

Nick Cheropovich & Ed Kaufman

## **Assistant City Manager**

Katie Wickert (25%)

## **Community Support Coordinator**

Renna Wrubleski (75%)

**City Manager  
Adopted Budget - 2023**

<b>Revenues:</b>	<i>2020</i>	<i>2021</i>	<i>2022</i>	<i>2022</i>	<i>2023</i>
<i>Description</i>	<i>Actual</i>	<i>Actual</i>	<i>Adopted</i>	<i>Projected</i>	<i>Adopted</i>
	<i>Revenues</i>	<i>Revenues</i>	<i>Budget</i>	<i>Revenues</i>	<i>Budget</i>
Fiscal Management Fees	84,421	87,150	87,284	87,284	86,519
Code Inspections	63,039	20,548	42,058	40,000	44,794
Planning	0	803	0	1,000	1,000
State Grants - Snowplowing	1,475	0	700	700	700
State Grants - Sanitation	3,850	397	2,000	2,150	2,000
Sub-Total	152,785	108,897	132,042	131,134	135,012
General Fund	313,051	317,741	318,594	372,375	393,619
<b>Total Operating Revenues</b>	<b>465,835</b>	<b>426,638</b>	<b>450,636</b>	<b>503,509</b>	<b>528,632</b>

<b>Expenditures:</b>	<i>2020</i>	<i>2021</i>	<i>2022</i>	<i>2022</i>	<i>2023</i>
<i>Description</i>	<i>Actual</i>	<i>Actual</i>	<i>Adopted</i>	<i>Projected</i>	<i>Adopted</i>
	<i>Expend</i>	<i>Expend</i>	<i>Budget</i>	<i>Expend</i>	<i>Budget</i>
Personnel	407,169	359,111	385,586	427,437	446,782
Operating	58,666	67,527	65,050	76,072	81,850
<b>Total Operating Expenses</b>	<b>465,835</b>	<b>426,638</b>	<b>450,636</b>	<b>503,509</b>	<b>528,632</b>

**City Manager  
Expenditures  
Adopted Budget - 2023**

<i>Obj</i>	<i>2020</i>	<i>2021</i>	<i>2022</i>	<i>2022</i>	<i>2023</i>	<i>Change</i>
<i>No. Description</i>	<i>Actual</i>	<i>Actual</i>	<i>Adopted</i>	<i>Projected</i>	<i>Adopted</i>	<i>From</i>
	<i>Expend</i>	<i>Expend</i>	<i>Budget</i>	<i>Expend</i>	<i>Budget</i>	<i>2022 Budget</i>
710 Personnel	204,755	175,383	181,042	185,399	147,579	(33,463)
710 Personnel - Code Enforce	54,497	60,278	64,794	104,770	155,813	91,019
720 Employee Benefits	147,917	123,450	139,751	137,269	143,390	3,639
810 Inspection Services	2,891	2,123	0	0	0	0
810 Engineering Services	3,157	2,352	7,500	2,700	7,500	0
810 Consulting Services	0	7,339	5,500	24,700	21,700	16,200
810 Shade Tree Maint/Removæ	40,963	47,919	40,000	40,000	40,000	0
810 Zoning Hearings	1,040	770	1,400	750	1,000	(400)
820 Material & Supplies	1,361	1,289	750	700	750	0
820 Safety Committee	1,301	1,492	1,500	1,250	1,500	0
831 Travel	244	185	1,500	750	1,500	0
831 Training	2,086	290	1,750	1,500	1,750	0
832 Postage	351	216	400	325	400	0
833 Gas & Oil	679	576	0	747	750	750
837 Maint of Equip	1,569	293	0	250	250	250
842 Membership Dues	1,475	1,514	1,250	900	1,250	0
842 Periodicals	0	0	250	0	250	0
885 Civil Service Testing	550	(155)	1,500	0	1,500	0
885 Medical Exams	600	1,100	1,250	1,000	1,250	0
885 General Expense	399	225	500	500	500	0
<b>Total</b>	<b>465,835</b>	<b>426,638</b>	<b>450,636</b>	<b>503,509</b>	<b>528,632</b>	<b>77,995</b>

<b>Obj. No.</b>	<b>Description</b>	<b>Expense Description</b>
710	<b>PERSONNEL</b>	Wages: City Manager/Community Development, Assistant City Manager (25%), Comm Dev Project Coor (75%)
710	<b>PERSONNEL – CODE ENFORCEMENT</b>	Part-time Code Enforcement Officers (2)  Zoning Administrator
720	<b>EMPLOYEE BENEFITS</b>	FICA, Workers Comp, Medical, Life, Dental, Health Reimbursement Account (HRA), Retirement (Defined Benefit and Defined Contribution)
810	<b>ENGINEERING SERVICES</b>	Fees to third-party City Engineer (PCE), other engineering consultants and bridge inspection firm.
810	<b>CONSULTING SERVICES</b>	Consulting services related to personnel and employee benefits. Community Outreach, Grant Writer
810	<b>SHADE TREE MANAGEMENT</b>	Tree removal and trimming budget. Annual need for tree removal far outstrips the resources available. Tree removal costs for the past two years have exceeded \$40K.
810	<b>ZONING HEARINGS</b>	Court reporter expenses for zoning hearings
820	<b>MATERIALS AND SUPPLIES</b>	General materials and supplies, as needed.
820	<b>SAFETY COMMITTEE</b>	Budget for Safety Committee projects and employee incentives.
831	<b>TRAVEL</b>	Travel and lodging fees associate with conferences, trainings, meetings, etc.
831	<b>TRAINING</b>	Conference and training registration fees.
832	<b>POSTAGE</b>	General postage.
842	<b>MEMBERSHIP DUES</b>	Association of PA Municipal Managers, PA Association of Boroughs, PA Downtown Center, PELRAS, ASCAP
842	<b>PERIODICALS</b>	Code Enforcement updates
885	<b>CIVIL SERVICE TESTING</b>	Consulting fee for civil service testing.
885	<b>MEDICAL EXAMS</b>	Psychological testing fees for new police and firemen and independent medical exams for personnel matters.
885	<b>GENERAL EXPENSE</b>	General expense.



# CITY CLERK

## **Department Objective**

To maintain the official records of the business of the City in a safe and retrievable manner. The City Clerk is appointed by Council and maintains the records of Council, as well as giving notice of Council meetings and recording Council proceedings. The City Clerk's Office also maintains the records of the Authorities, Boards, Commissions, and Committees; ensures appropriate signatures on resolutions, ordinances, and contracts; oversees the proper filling of all City documents; oversees permit applications and the issuing of permits for events, races, parades, and sales within the City of Meadville. The City Clerk's office also serves as the Open Records Officer for the City, as well as administers the City's Civil Service Rules & Regulations.

## **City Clerk**

Katie Wickert (75%)

## **Receptionist**

Debbe Crowe (60%)

## **Assistant Clerk**

Renna Wrubleski (75%)

**City Clerk  
Adopted Budget - 2023**

<b>Revenues:</b>	<i>2020</i>	<i>2021</i>	<i>2022</i>	<i>2022</i>	<i>2023</i>
<i>Description</i>	<i>Actual</i>	<i>Actual</i>	<i>Adopted</i>	<i>Projected</i>	<i>Adopted</i>
<i>Description</i>	<i>Revenues</i>	<i>Revenues</i>	<i>Budget</i>	<i>Revenues</i>	<i>Budget</i>
Business Licenses	0	0	0	0	0
Solicitor Licenses	600	320	500	150	500
Fiscal Management Fees	16,884	17,430	17,457	17,457	17,304
Sub-Total	17,484	17,750	17,957	17,607	17,804
General Fund	98,732	100,998	95,063	119,553	127,562
<b>Total Operating Revenues</b>	<b>116,216</b>	<b>118,748</b>	<b>113,020</b>	<b>137,160</b>	<b>145,366</b>

<b>Expenditures:</b>	<i>2020</i>	<i>2021</i>	<i>2022</i>	<i>2022</i>	<i>2023</i>
<i>Description</i>	<i>Actual</i>	<i>Actual</i>	<i>Adopted</i>	<i>Projected</i>	<i>Adopted</i>
<i>Description</i>	<i>Expend</i>	<i>Expend</i>	<i>Budget</i>	<i>Expend</i>	<i>Budget</i>
Personnel	103,168	99,064	92,495	112,271	121,091
Operating	13,048	19,684	20,525	24,889	24,275
<b>Total Operating Expenses</b>	<b>116,216</b>	<b>118,748</b>	<b>113,020</b>	<b>137,160</b>	<b>145,366</b>

**City Clerk  
Expenditures  
Adopted Budget - 2023**

<i>Obj No. Description</i>	<i>2020 Actual Expend</i>	<i>2021 Actual Expend</i>	<i>2022 Adopted Budget</i>	<i>2022 Projected Expend</i>	<i>2023 Adopted Budget</i>	<i>Change From 2022 Budget</i>
710 Personnel	72,330	65,803	68,780	79,963	85,800	17,020
720 Employee Benefits	30,838	33,261	23,715	32,309	35,291	11,576
810 Contracted/Prof Service	480	5,223	4,500	2,000	4,500	0
820 Materials & Supplies	310	256	375	669	375	0
831 Travel	0	0	250	750	500	250
831 Training	0	565	500	375	500	0
832 Postage	122	128	150	145	150	0
834 Advertising	11,483	12,791	14,000	20,400	17,500	3,500
842 Membership Dues	0	0	150	0	150	0
842 Periodicals	305	342	300	300	300	0
885 General Expense	349	380	300	250	300	0
<b>Total</b>	<b>116,216</b>	<b>118,748</b>	<b>113,020</b>	<b>137,160</b>	<b>145,366</b>	<b>32,346</b>

**CITY CLERK EXPENDITURES**  
**Adopted Budget - 2022**

<b>Obj. No.</b>	<b>Description</b>	<b>Expense Description</b>
710	PERSONNEL	City Clerk (75%), Receptionist (60%), Asst Clerk (25%)
720	EMPLOYEE BENEFITS	FICA, Workers Comp, Medical, Life, Dental, Health Reimbursement Account (HRA), Retirement (Defined Benefit and Defined Contribution)
810	CONTRACTED/ PROFESSIONAL SERVICE	Fees to Code Publishing for annual codification of ordinances, ArchiveSocial for Social Media Archiving, WebEx subscription for remote meetings
820	MATERIALS AND SUPPLIES	Various materials and supplies (ordinance books, specialty paper, etc.) related to City Clerk duties.
831	TRAVEL	Travel budget related to training.
831	TRAINING	Training budget for City Clerk
832	POSTAGE	General postage.
834	ADVERTISING	Advertising and publication costs for public meetings, hearings, ordinances, zoning hearing board meetings, etc.
842	MEMBERSHIP DUES	Pennsylvania Association of Notary Officials (PANO)
842	PERIODICALS	Meadville Tribune subscription
885	GENERAL EXPENSE	General expense



# CITY TREASURER

## **Department Objective**

The City Treasurer is elected for a four-year term and is responsible for the collection, receiving, safekeeping, and payment of public monies including City, County, and School District taxes. The Treasurer is responsible for the following functions:

- Real Estate Tax Collection
- Per Capita Tax Collection
- Refuse Receipt Collection
- Collection of Permits, License, and Official Document Receipts
- The filing and calculation of municipal liens, receiving payment, and billing of said liens

## **City Treasurer**

Michelle Sampson

## **Term**

2020-2024

## **Treasurer Clerks**

Tracy Wilcox

Barb Opatrny

**City Treasurer  
Adopted Budget - 2023**

<b>Revenues:</b>	<i>2020</i>	<i>2021</i>	<i>2022</i>	<i>2022</i>	<i>2023</i>
<i>Description</i>	<i>Actual</i>	<i>Actual</i>	<i>Adopted</i>	<i>Projected</i>	<i>Adopted</i>
	<i>Revenues</i>	<i>Revenues</i>	<i>Budget</i>	<i>Revenues</i>	<i>Budget</i>
Interest Earned - Assessments/Lic	0	0	0	0	0
Treasurer Office	98,438	79,540	75,000	74,000	75,000
Sub-Total	98,438	79,540	75,000	74,000	75,000
General Fund	31,729	58,182	80,151	57,843	70,913
<b>Total Operating Revenues</b>	<b>130,167</b>	<b>137,722</b>	<b>155,151</b>	<b>131,843</b>	<b>145,913</b>

<b>Expenditures:</b>	<i>2020</i>	<i>2021</i>	<i>2022</i>	<i>2022</i>	<i>2023</i>
<i>Description</i>	<i>Actual</i>	<i>Actual</i>	<i>Adopted</i>	<i>Projected</i>	<i>Adopted</i>
	<i>Expend</i>	<i>Expend</i>	<i>Budget</i>	<i>Expend</i>	<i>Budget</i>
Personnel	118,272	130,850	144,976	121,733	135,788
Operating	11,895	6,872	10,175	10,110	10,125
<b>Total Operating Expenses</b>	<b>130,167</b>	<b>137,722</b>	<b>155,151</b>	<b>131,843</b>	<b>145,913</b>

**City Treasurer  
Expenditures  
Adopted Budget - 2023**

<i>Obj</i>	<i>2020</i>	<i>2021</i>	<i>2022</i>	<i>2022</i>	<i>2023</i>	<i>Change</i>
<i>No. Description</i>	<i>Actual</i>	<i>Actual</i>	<i>Adopted</i>	<i>Projected</i>	<i>Adopted</i>	<i>From</i>
	<i>Expend</i>	<i>Expend</i>	<i>Budget</i>	<i>Expend</i>	<i>Budget</i>	<i>2022 Budget</i>
710 Personnel	64,792	63,144	65,113	60,293	61,554	(3,559)
720 Employee Benefits	53,480	67,706	79,863	61,440	74,235	(5,629)
820 Materials & Supplies	5,196	640	2,500	3,200	2,700	200
831 Training	0	0	100	0	100	0
832 Postage	6,649	6,222	7,000	6,850	7,000	0
842 Membership Dues	50	10	10	10	10	0
842 Filing Fees	0	0	500	0	250	(250)
885 General Expense	0	0	65	50	65	0
<hr/>						
Total	130,167	137,722	155,151	131,843	145,913	(9,237)

Obj. No.	Description	Notes
710	PERSONNEL	City Treasurer, Finance Clerk (65%), Finance Clerk (65%)  Note: 67% of the Treasurer's office wages are offset by funds received from billing Crawford County and Crawford Central School District to cover the cost of the Real Estate and Per Capita Tax billing, collection and reconciliation of taxes each year.
720	EMPLOYEE BENEFITS	FICA, Workers Comp, Medical, Life, Dental, Health Reimbursement Account (HRA), Pension (Defined Benefit and Defined Contribution)
820	MATERIALS AND SUPPLIES	67% of our supplies for tax forms and envelopes are covered by Crawford County and Crawford Central School District to cover the Real Estate and Per Capita Tax bills, delinquent bills and bill reprints
831	TRAINING	Required training for City Treasurer.
832	POSTAGE	Mailing of tax bills. Note: 50% of our postage cost is reimbursed by Crawford County and Crawford Central School District to cover the Real Estate and Per Capita Tax bills.
837	MAINTENANCE OF EQUIPMENT	
842	FILING FEES	Filing fees for insufficient funds, liens, etc.
885	GENERAL EXPENSE	Membership fee for City Treasurer.



# FINANCE DEPARTMENT

## **Department Objective**

To provide an equitable basis for the levy of taxes needed to finance City programs and activities, to provide for the collection of revenues, and to provide for the keeping of necessary information and accounts of both revenues and disbursements of the City.

## **Finance Director**

Tim Groves

## **Accountant**

April Smith

## **Payroll & Human Resources Administrator**

Amy Godwin

**Finance Department  
Adopted Budget - 2023**

<b>Revenues:</b>	<i>2020</i>	<i>2021</i>	<i>2022</i>	<i>2022</i>	<i>2023</i>
<i>Description</i>	<i>Actual</i>	<i>Actual</i>	<i>Adopted</i>	<i>Projected</i>	<i>Adopted</i>
<i>Description</i>	<i>Revenues</i>	<i>Revenues</i>	<i>Budget</i>	<i>Revenues</i>	<i>Budget</i>
Interest Earned - GF Operating	17,471	10,319	12,000	13,500	15,000
Interest Earned - GF Reserves	828	436	750	1,000	1,200
Fiscal Management Fees	326,378	289,019	339,396	359,396	357,253
<b>Sub-Total</b>	<b>344,677</b>	<b>299,774</b>	<b>352,146</b>	<b>373,896</b>	<b>373,453</b>
General Fund	12,955	114,864	163,726	115,942	140,748
<b>Total Operating Revenues</b>	<b>357,633</b>	<b>414,638</b>	<b>515,872</b>	<b>489,838</b>	<b>514,200</b>

<b>Expenditures:</b>	<i>2020</i>	<i>2021</i>	<i>2022</i>	<i>2022</i>	<i>2023</i>
<i>Description</i>	<i>Actual</i>	<i>Actual</i>	<i>Adopted</i>	<i>Projected</i>	<i>Adopted</i>
<i>Description</i>	<i>Expend</i>	<i>Expend</i>	<i>Budget</i>	<i>Expend</i>	<i>Budget</i>
Personnel	204,983	211,105	303,383	190,069	265,602
Operating	152,650	203,533	212,489	299,769	248,598
<b>Total Operating Expenses</b>	<b>357,633</b>	<b>414,638</b>	<b>515,872</b>	<b>489,838</b>	<b>514,200</b>

**Finance Department  
Expenditures  
Adopted Budget - 2023**

<i>Obj No. Description</i>	<i>2020 Actual Expend</i>	<i>2021 Actual Expend</i>	<i>2022 Adopted Budget</i>	<i>2022 Projected Expend</i>	<i>2023 Adopted Budget</i>	<i>Change From 2022 Budget</i>
710 Personnel	150,667	150,552	203,550	123,137	167,150	(36,400)
720 Employee Benefits	54,316	60,554	99,833	66,931	98,452	(1,381)
810 Audit	24,150	24,000	25,000	23,000	23,000	(2,000)
810 Mangt Services/Contractor	1,650	63,920	12,000	107,500	64,000	52,000
820 Materials & Supplies	324	552	400	450	400	0
831 Travel	0	0	250	125	450	200
831 Training	60	0	750	500	750	0
832 Postage	930	1,219	1,000	1,150	1,100	100
837 Maint of Equip/Software	122,346	109,832	167,799	161,944	154,408	(13,391)
842 Membership Dues	190	344	190	0	190	0
842 Periodicals	0	0	0	0	0	0
885 Bank Bond Fees	3,000	3,665	5,100	5,100	4,300	(800)
<b>Total</b>	<b>357,633</b>	<b>414,638</b>	<b>515,872</b>	<b>489,838</b>	<b>514,200</b>	<b>(1,672)</b>

<b>Obj. No.</b>	<b>Description</b>	<b>Notes</b>
710	<b>PERSONNEL</b>	Wages: Finance Director, Payroll/HR Admin, Accountant, Temps
720	<b>EMPLOYEE BENEFITS</b>	FICA, Workers Comp, Medical, Life, Dental, Health Reimbursement Account (HRA), Retirement (Defined Contribution).
810	<b>AUDIT</b>	Annual fiscal audit.
810	<b>MANAGEMENT SERVICES/CONTRACTS</b>	GASB 45 & 68 reports (Cowden & Associates) Database consulting services Contracted Finance Director
820	<b>MATERIALS AND SUPPLIES</b>	Materials and supplies, as needed.
831	<b>TRAVEL</b>	If needed
831	<b>TRAINING</b>	If needed
832	<b>POSTAGE</b>	Postage to mail accounts payable checks, invoices, etc.
837	<b>MAINTENANCE OF EQUIPMENT/SOFTWARE</b>	Fund accounting software maintenance (\$35,000) Photocopier Maint(\$1,750) LS Tax software (\$1,950) Postage Meter (\$1,000) Door security system (\$1,500) Managed Workstations (\$44,880) Virus/Security Monitoring (\$13,908) IT Equipment Lease – previous provider (\$11,520) Office365 Software Subscription (\$20,364) Backup Subscription (\$8,376) Server Mangt (\$6,660) General Items (\$7,500)
842	<b>MEMBERSHIP DUES</b>	Government Finance Officers Association/HR Memberships
885	<b>BANK BOND FEES</b>	Bank service fees for bonds. Digital Assurance Certification (DAC) bond compliance fees.



# POLICE DEPARTMENT

## Department Objective

To establish and maintain an ongoing partnership with the citizens of the community that promotes, preserves, and delivers a presence of security, safety, and quality services and to fulfill partnership with courtesy, integrity, and respect.

- The City of Meadville employs 22 fulltime police officers, a K-9 Unit, 3 dispatchers, 2 parking enforcement personnel, 24 crossing guards and currently has 15-20 auxiliary police volunteers.
- The fulltime officer's roster consists of Police Chief Michael Tautin, Assistant Police Chief Michael Stefanucci, 2 Sergeant Investigators, 4 Sergeants, a Safety Resource Officer, a School Safety Sergeant, 12 Patrolmen, and 1 K-9. Currently, the police have two patrolman vacancies.
- The police department currently has a fleet of 10 police vehicles, K-9-unit vehicle, parking enforcement van.

### List of vehicles:

Year	Vehicle No.	Description	Use	Mileage
2014	#11	School Safety Vehicle	School Safety Officer	146,452
2017	#14	Ford SUV	Patrol	96,829
2020	#16	Ford SUV	Patrol	76,467
2020	#17	Ford SUV	K-9 Unit	4,294
2019	#18	Ford F-150	Patrol	93,286
2013	#19	Ford Taurus Interceptor	Detective	65,987
2017	#20	Ford Taurus Interceptor	Patrol	100,434
2021	#21	Ford SUV	Patrol	459
2014		Caravan	Parking Enforcement	84,229
2021		Chevy Silverado	New – Not in Use Yet	225

**Police Department  
Adopted Budget - 2023**

<b>Revenues:</b>	<i>2020</i>	<i>2021</i>	<i>2022</i>	<i>2022</i>	<i>2023</i>
<i>Description</i>	<i>Actual</i>	<i>Actual</i>	<i>Adopted</i>	<i>Projected</i>	<i>Adopted</i>
<i>Description</i>	<i>Revenues</i>	<i>Revenues</i>	<i>Budget</i>	<i>Revenues</i>	<i>Budget</i>
Magistrate	49,462	60,897	150,000	85,000	135,000
Motor Vehicle Violations	59,105	91,667	100,500	90,000	100,500
Rental - John Holt Range	4,500	4,750	2,500	2,750	2,750
Police Stop Grant	48,837	48,438	25,000	40,709	37,500
Crossing Guards	118,237	127,143	128,000	128,000	128,000
Safety Resource Officer	98,534	101,166	90,000	102,000	105,000
Police Services	6,909	6,604	8,894	6,700	8,894
Restitution & Costs	2,870	7,284	5,000	2,500	5,000
<b>Sub-Total</b>	<b>388,454</b>	<b>450,962</b>	<b>509,894</b>	<b>459,159</b>	<b>522,644</b>
<b>General Fund</b>	<b>2,846,777</b>	<b>2,859,968</b>	<b>3,008,920</b>	<b>3,082,956</b>	<b>3,106,847</b>
<b>Total Operating Revenues</b>	<b>3,235,231</b>	<b>3,310,930</b>	<b>3,518,814</b>	<b>3,542,115</b>	<b>3,629,491</b>

<b>Expenditures:</b>	<i>2020</i>	<i>2021</i>	<i>2022</i>	<i>2022</i>	<i>2023</i>
<i>Description</i>	<i>Actual</i>	<i>Actual</i>	<i>Adopted</i>	<i>Projected</i>	<i>Adopted</i>
<i>Description</i>	<i>Expend</i>	<i>Expend</i>	<i>Budget</i>	<i>Expend</i>	<i>Budget</i>
Personnel	3,102,184	3,162,312	3,338,332	3,363,226	3,447,693
Operating	133,047	148,618	180,482	178,889	181,798
<b>Total Operating Expenses</b>	<b>3,235,231</b>	<b>3,310,930</b>	<b>3,518,814</b>	<b>3,542,115</b>	<b>3,629,491</b>

**Police Department  
Expenditures  
Adopted Budget - 2023**

<i>Obj</i>	<i>2020</i>	<i>2021</i>	<i>2022</i>	<i>2022</i>	<i>2023</i>	<i>Change</i>
<i>No. Description</i>	<i>Actual</i>	<i>Actual</i>	<i>Adopted</i>	<i>Projected</i>	<i>Adopted</i>	<i>From</i>
	<i>Expend</i>	<i>Expend</i>	<i>Budget</i>	<i>Expend</i>	<i>Budget</i>	<i>2022 Budget</i>
710 Personnel	1,656,828	1,708,096	1,787,740	1,794,162	1,879,263	91,523
710 Court Pay	13,903	22,362	16,000	22,000	16,000	0
710 Overtime/Holiday	47,576	82,837	54,100	75,000	54,100	0
720 Employee Benefits	1,383,877	1,349,017	1,480,492	1,472,064	1,498,330	17,838
720 Uniforms	24,313	14,638	29,735	24,000	25,000	(4,735)
810 Contracted Services	30,879	25,650	31,159	25,000	28,000	(3,159)
820 Materials & Supplies	12,961	11,950	19,150	17,500	19,150	0
831 Travel	0	0	500	650	500	0
831 Training	2,863	7,442	15,000	7,500	12,500	(2,500)
832 Postage	666	860	1,500	800	1,500	0
832 Radio Equipment	5,384	7,022	7,848	7,200	7,848	0
833 Gas & Oil	22,772	29,180	30,000	37,000	35,000	5,000
834 Printing	734	2,405	850	2,200	850	0
835 Insurance	18,129	19,300	20,265	19,500	20,475	210
837 Maint of Equipment	9,707	27,635	20,000	25,734	19,000	(1,000)
839 Auxillary Police Support	3,116	1,512	3,000	10,500	10,500	7,500
842 Membership Dues	255	215	275	275	275	0
842 Periodicals	184	211	200	180	200	0
885 General Expense	1,085	597	1,000	850	1,000	0
<b>Total</b>	<b>3,235,231</b>	<b>3,310,930</b>	<b>3,518,814</b>	<b>3,542,115</b>	<b>3,629,491</b>	<b>110,677</b>

Obj. No.	Description	Expense Description
710	<p><b>PERSONNEL</b></p> <p>Admin</p> <p>Parking Enforcement</p> <p>Dispatch</p> <p>Crossing Guards</p> <p>Officers*</p>	<p>Police Chief, Assistant Chief, Records Admin/Secretary</p> <p>Full-Time and Part-time Parking Enforcement Officers</p> <p>Full-time Dispatchers (3)</p> <p>Part-time Crossing Guards (21).</p> <p>Full-time Officers (20)</p> <p>Note: Crawford Central School District reimburses \$216,000 for Crossing Guards, portion of School Safety Officer (Trenga) and portion of School Resource Officer (Mogel)</p> <p>*Collective Bargaining Agreement wage increase for 2023 = 5.5%</p>
710	<b>COURT PAY</b>	Overtime generated by state regulations which require that court hearings be scheduled within a certain timeframe. While Judge Pendolino's staff attempts to coordinate with the charging officer's schedule, it cannot always be accommodated.
710	<p><b>OVERTIME/HOLIDAY</b></p> <p>Normal</p> <p>Holiday-related</p> <p>TASER Training</p> <p>Firearms Training &amp; Qualification</p> <p>First Aid/CPR</p> <p>K9 Officer</p>	<p>Overtime generated by sickness, vacation, personal time, bereavement leave, etc. to maintain safe staffing levels.</p> <p>Overtime generated by the scheduling of holidays. The increase is due to higher officer salaries per the collective bargaining agreement.</p> <p>Overtime generated by mandatory TASER training and recertification (2 hours/officer).</p> <p>Overtime generated by mandatory firearms training and annual qualification (6 hours/officer)</p> <p>All officers due for recertification in November 2023.</p> <p>Overtime generated by training and call-out of K9 officer.</p>
720	<b>EMPLOYEE BENEFITS</b>	Workers Comp, Medical, Life, Dental, Health Reimbursement Account (HRA), Pension (Defined Benefit and Defined Contribution), Post-Retirement Health Care
720	<p><b>UNIFORMS</b></p> <p>Clothing Allowance</p> <p>Boot Allowance</p> <p>Dispatcher Uniforms</p> <p>Bullet Proof Vests</p> <p>Miscellaneous</p> <p>New Officer Uniform &amp; Equipment</p> <p>Crossing Guard Uniforms</p>	<p>Annual allowance to replace uniforms per the Collective Bargaining Agreement.</p> <p>Annual allowance to replace footwear per the Collective Bargaining Agreement.</p> <p>Dispatchers do not receive an annual allowance. Amount reflects what we have been spending annually, on average, to replace worn out uniforms.</p> <p>Replacement of four vests due to the five year replacement schedule. This cost matches an annual grant. Note: This annual cost has not been included in prior budgets.</p> <p>Replacement of worn out duty gear as required by the Collective Bargaining Agreement.</p> <p>New uniforms for four new officers due to anticipated staff turnover.</p> <p>Safety gear and uniforms for crossing guards.</p>

Obj. No.	Description	Expense Description
810	<p><b>CONTRACTED SERVICES</b></p> <p>In-Synch</p> <p>NCIC Scope</p> <p>Live Scan Fee Central Booking Fee</p> <p>YIS/Cowden</p> <p>Animal Control</p>	<p>Annual maintenance fee for Mobil-Sync, the department's reporting &amp; record keeping system.</p> <p>Annual maintenance fee for the NCIC Scope, our direct-connect computer to access state and federal databases for license plate checks, driver's license checks, wanted persons, etc.</p> <p>City's annual share of fee to Crawford County for participation in central booking station.</p> <p>YIS/Cowden is the company that certifies our V-Spec speed timing devices for speed enforcement in our patrol cars.</p> <p>Annual fee paid to the Crawford County Humane Society for animal control services, kennel services (strays), pet ordinance enforcement, temporary pet housing during emergencies, K9 veterinary care</p>
820	<p><b>MATERIALS AND SUPPLIES</b></p> <p>TASER X26P CEW</p> <p>TASER Duty Cartridges (5)</p> <p>TASER Training Cartridges (54)</p> <p>TASER Batteries (7)</p> <p>Handgun Ammunition</p> <p>A.R. 15 Ammunition</p> <p>Qualification Ammo – Duty Fire arm 9mm</p> <p>General Police Administration</p> <p>K9 Program</p> <p>Miscellaneous</p>	<p>Each officer is required to fire two TASER cartridges per year to maintain certification.</p> <p>Required by Collective Bargaining Agreement</p> <p>Uniform, required equipment and dog food for K9 officer. Routine veterinary care is donated.</p> <p>Video cards, CD's and DVD's, minor electronic equipment, batteries, first aid supplies, fingerprint supplies, evidence supplies, crime scene supplies, posting stakes, staples, printer and scanner ink cartridges, etc., as needed.</p>
831	TRAVEL	Mileage related to warrant service or prisoner transport.
831	<p><b>TRAINING</b></p> <p>Street Survival</p> <p>Computer Voice Stress Analyzer (C.V.S.A.)</p> <p>Powerphone Dispatch Training &amp; Certification</p> <p>Travel/Other Training</p>	<p>Standard entry level training for officer safety, applicable to new and seasoned officers. Training for four (4) officers.</p> <p>Training and certification for second detective to use CVSA in both criminal investigations and background investigations of new hires.</p> <p>Training, certification and recertification for dispatchers.</p> <p>K-9 training, non-local training, travel and accommodations.</p>

<b>Obj. No.</b>	<b>Description</b>	<b>Expense Description</b>
832	POSTAGE	General mailing and shipping expenses, including postage to mail evidence to the Crime Lab in Northeast via certified mail or blood kits to Greensburg lab.
832	RADIO EQUIPMENT	Radio Tower Rent Radio Contracted Services Radio Maintenance Radio Equipment Portable Radio Batteries Portable Radio Holders
833	GAS AND OIL	Fuel for cruisers.
834	PRINTING	Parking ticket paper, envelopes, citations, meter bags and various "No Parking" signs.
835	INSURANCE	Allocation of relevant portion of general property and liability insurance, auto and professional liability insurance.
837	MAINTENANCE OF EQUIPMENT	Vehicle and bicycle maintenance.
839	AUXILIARY POLICE SUPPORT  Meadville Auxiliary Police	Training, equipment, supplies and recognition for Auxiliary Police volunteers. A.P's are a valuable asset and perform functions that free up officers and save numerous hours of overtime in traffic control and criminal investigations. If this department did not have them as an asset, I would be paying out numerous hours of overtime.
842	MEMBERSHIP DUES  NASRO  PA Chiefs of Police Association  K9 Membership	National Association of School Resource Officers (NASRO) PA Chiefs of Police Association American Police Dog Association.
842	PERIODICALS	Updated vehicle/crimes code (paperback versions and digital license version accessible to officers in the patrol cars.
885	GENERAL EXPENSES	Background checks for Crossing Guards, prisoner lunches, etc.



# FIRE DEPARTMENT

## Department Objective

To provide a high level of fire prevention, protection, and EMS service to the citizens of Meadville. These benchmarks shall be achieved through continued training and education, utilizing the most cost effective means possible.

- The City of Meadville employs 12 full-time firefighters and 3 part-time firefighters.
- The fulltime firefighters roster consists of the Fire Chief Pat Wiley, 3 Shift Captains: Jill Staaf, Ryan Carlson, & Joe Smock, 3 Lieutenants: Chris Honard, Chris Thoreson, & Jim Aldridge, and 6 Firefighter EMT's: Peter Lewis, Shane Wills, Tyler Cochran, Evan Kardosh, Brian Knickerbocker, & Daniel Serafin.
- The 3 Part-time Firefighter roster consists of: Dalyn Gingerich, Jon Garland, & Scott Attenborough.
- The fire department currently has a fleet of 6 vehicles.

## List of vehicles:

<b>Year</b>	<b>Description</b>	<b>Use</b>	<b>Mileage</b>
1991	Grumman Pump SC/H	Emergency Response	46,916
1993	100' Telescoping Aerial-Sutphen	Emergency Response	26,878
2004	Smeal Rescue Pumper – HME	Emergency Response	69,358
2004	Ford F-150	Emergency Response Utility Vehicle	66,284
2016	Ford Explorer	Emergency Response Chief Vehicle	38,942
2022	Chevy 2500	Emergency Response Utility Vehicle	N/A

**Fire Department  
Adopted Budget - 2023**

<b>Revenues:</b>	<i>2020</i>	<i>2021</i>	<i>2022</i>	<i>2022</i>	<i>2023</i>
<i>Description</i>	<i>Actual</i>	<i>Actual</i>	<i>Adopted</i>	<i>Projected</i>	<i>Adopted</i>
<i>Description</i>	<i>Revenues</i>	<i>Revenues</i>	<i>Budget</i>	<i>Revenues</i>	<i>Budget</i>
Misc Fire Fees	16,395	21,155	16,000	25,000	25,000
Sub-Total	16,395	21,155	16,000	25,000	25,000
General Fund	1,552,193	1,588,349	1,679,915	1,605,795	1,712,480
<b>Total Operating Revenues</b>	<b>1,568,588</b>	<b>1,609,504</b>	<b>1,695,915</b>	<b>1,630,795</b>	<b>1,737,480</b>

<b>Expenditures:</b>	<i>2020</i>	<i>2021</i>	<i>2022</i>	<i>2022</i>	<i>2023</i>
<i>Description</i>	<i>Actual</i>	<i>Actual</i>	<i>Adopted</i>	<i>Projected</i>	<i>Adopted</i>
<i>Description</i>	<i>Expend</i>	<i>Expend</i>	<i>Budget</i>	<i>Expend</i>	<i>Budget</i>
Personnel	1,467,438	1,502,249	1,560,745	1,526,162	1,596,460
Operating	101,151	107,255	135,170	104,633	141,020
<b>Total Operating Expenses</b>	<b>1,568,588</b>	<b>1,609,504</b>	<b>1,695,915</b>	<b>1,630,795</b>	<b>1,737,480</b>

**Fire Department  
Expenditures  
Adopted Budget - 2023**

<i>Obj</i>	<i>2020</i>	<i>2021</i>	<i>2022</i>	<i>2022</i>	<i>2023</i>	<i>Change</i>
<i>No. Description</i>	<i>Actual</i>	<i>Actual</i>	<i>Adopted</i>	<i>Projected</i>	<i>Adopted</i>	<i>From</i>
	<i>Expend</i>	<i>Expend</i>	<i>Budget</i>	<i>Expend</i>	<i>Budget</i>	<i>2022 Budget</i>
710 Personnel	884,260	853,068	909,412	891,432	937,125	27,712
710 Overtime	38,058	53,201	55,000	30,000	55,000	0
720 Employee Benefits	545,120	595,980	596,333	604,730	604,336	8,003
720 Uniforms	15,160	18,354	20,035	11,000	19,000	(1,035)
810 Contracted/Software Servi	4,664	4,695	4,490	4,310	14,490	10,000
820 Materials & Supplies	4,774	3,205	7,800	5,346	7,800	0
820 Medical Supplies	2,560	1,278	3,000	1,600	1,750	(1,250)
831 Travel	1,009	572	2,500	1,750	2,500	0
831 Training	150	1,783	2,500	2,000	2,500	0
832 Postage	199	227	750	270	500	(250)
832 Radio Equipment	3,442	2,570	4,000	2,500	2,500	(1,500)
833 Gas & Oil	4,525	6,787	7,500	9,000	9,000	1,500
835 Insurance	12,180	12,900	13,545	11,500	12,075	(1,470)
837 Maint Equipment	36,230	41,664	51,000	40,902	51,000	0
837 Maint Facilities	14,868	11,814	16,500	13,100	16,500	0
842 Memberships	640	350	595	350	400	(195)
842 Code Updates	0	305	255	255	255	0
839 Scuba Team	750	750	700	750	750	50
<b>Total</b>	<b>1,568,588</b>	<b>1,609,504</b>	<b>1,695,915</b>	<b>1,630,795</b>	<b>1,737,480</b>	<b>41,565</b>

<b>Obj. No.</b>	<b>Description</b>	<b>Notes</b>
<b>710</b>	<b>PERSONNEL</b>  Admin  Firefighters	Fire Chief , Part-time Secretary  Full-Time Firefighters (12), Part-time Firefighters (3,120 hours)
<b>710</b>	<b>OVERTIME</b>	It is hopeful that part-time firefighters will supplement staffing and fill known vacancies in the schedule. The Collective Bargaining Agreement, however, does not allow part-time firefighters to drive vehicles, thereby limiting the use of part-time firefighters to fill all shift vacancies.  Annual mandatory training also contributes to overtime costs. When possible, personnel receive their training while on duty, but overtime is sometimes required due to instructor schedules and class length.
<b>720</b>	<b>EMPLOYEE BENEFITS</b>	Workers Comp, Medical, Life, Dental, Vision, Health Reimbursement Account (HRA), Pension (Defined Benefit and Defined Contribution), Post-retirement healthcare.
<b>720</b>	<b>UNIFORMS</b>	Each firefighter is issued two sets of turnout gear and three sets of station wear per the Collective Bargaining Agreement.  Replacement of gloves, boots, helmets, etc.  Per Collective Bargaining Agreement.  Replacement as necessary, per Collective Bargaining Agreement.
<b>810</b>	<b>CONTRACTED SERVICES</b>  Firehouse Software Program Subscription  Penn-Care Public Safety EMS Software Renewal	Software for tracking and reporting all fire responses and code violations.  Annual fee for EMS data reporting software required by PA Department of Health
<b>820</b>	<b>MATERIALS AND SUPPLIES</b>  Fire Prevention Materials  Miscellaneous/Office Janitorial Supplies  Flag Maintenance	Fire Prevention Week classroom supplies, printed materials, etc. (expense moved from Training below)  Replacement of U.S., State and City Flags at all flagpole locations
<b>820</b>	<b>MEDICAL SUPPLIES</b>	Replacement gloves, oxygen tubes, gauze and other EMS supplies.

Obj. No.	Description	Notes
831	TRAVEL	Travel and accommodation expenses, as needed, for continuing education, certifications and additional training. Most training opportunities are local, but others require travel and overnight stay.
831	TRAINING	Continuing education, certifications and additional training for firefighters, officers, etc.
832	POSTAGE	Postage for general departmental mailings and notices of violations
832	<b>RADIO EQUIPMENT</b>  Radio Maintenance Contract  Parts/Repair	Annual contract fee for radio system maintenance.  Parts/repairs not covered by annual maintenance contract.
833	GAS & OIL	Fuel for all department vehicles, field generators, station emergency generator and equipment (rescue saws/tools, ventilation fans, portable pumps, etc.)
835	INSURANCE	Property and liability insurance premium allocated for Fire Department station, vehicles and equipment.
837	<b>MAINTENANCE OF EQUIPMENT</b>  Annual Aerial Service Contract  Breathing Air Compressor Maintenance Contract  Self-Contained Breathing Apparatus  ISO Testing & Annual Pump Services  Aerial Ladder & Ground Ladder Load Recertification  General Maintenance for Apparatus and Equipment	Annual service contract and inspection fee.  Annual service contract.  Annual certification testing and necessary upgrades.

Obj. No.	Description	Notes
837	<b>MAINTENANCE OF FACILITIES</b>  Fire Alarm System  Sprinkler System  Emergency Generator System  Elevators  EVAC System (Truck Exhaust System) System  General Maintenance/Repair	Annual testing and maintenance.  Annual sprinkler and stand pipe testing for Central Fire Station  Annual Central Fire Station generator service contract.  Elevator preventative maintenance and inspection contract.  System maintenance and testing to maintain Central Fire Station air quality.  Roof, HVAC, etc., as needed.
842	<b>MEMBERSHIPS</b>	International Association of Fire Chiefs  National Fire Protection Agency  PA Career Fire Chiefs Association  Crawford County Fire Association  PA Firemen's Association
842	<b>CODE UPDATES</b>  NFPA Regulation Updates  Trade Publications	No planned update for 2022.
839	<b>SCUBA TEAM</b>	Donation to Crawford County SCUBA Team



# PUBLIC WORKS DEPARTMENT

## Department Objective

To maintain City roads, buildings, signs, and parks. This includes mowing, tree trimming, building maintenance, street sweeping, fall leaf collection, snow removal, and regular maintenance of the stormwater system.

- The City of Meadville Public Works Department employs Public Works Director Nathan Zieziula, part-time Secretary Ginnie Steiger, Support Coordinator Jeanne Smith, Stormwater Program Manager Fred Barber, part-time Shade Tree Program Manager David Boughton, Working Supervisor Charlie Anderson, an auto mechanic, a labor foreman, a facilities maintenance technician, 3 equipment operators, 4 truck drivers, and a sign technician.
- Public Works has a fleet of 29 vehicles.

## List of vehicles:

Vehicle #	Year	Description	Mileage
1	2018	Dodge Ram 2500S Pick-up w/ Plow	25,523
2	2022	Chevy Colorado – PW Director	259
3	2022	Chevy Colorado – PW Support	149
4	2022	Chevy Colorado – Stormwater	65
7	2019	International MV607 Dump Truck	10,0808
8	2016	International 4900 Dump Truck	18,988
9	2021	Chevy Silverado Dump Truck	281
10	2012	JCB High Lift	2821 HRS
11	2016	Freightliner Vactor Truck	8,293
12	2019	Kubota RTV	493 HRS
13	2016	Dodge Ram 2500 Pickup Truck w/ Plow	43,170
14	2014	Ford F-250 Pickup Truck w/ Plow	27,683

15	2020	International 4900 Dump Truck	6,174
16	2020	Case Skid Steer	286
17	2010	Nissan El Whirl Wind Street Sweeper	63,509
18	1996	International 4900 Flatbed Truck	47,979
19	2012	International 7400 Dump Truck	224,370
20	2013	International 4700 Dump Truck	26,249
21	2013	International 4900 Dump Truck	24,286
22	2022	Case Front End Loader & Bucket	N/A
23	2020	International Leaf Vac Truck	3,767
24	2021	Leaf Vac Truck	2,129
25	2013	Xtreme Vac Leaf Loader	1,081 HRS
26	2019	Case Excavator	435 HRS
27	2021	Case Excavator	130 HRS
28	2003	Ford F-250 Picup Truck	522,316
29	2003	Ford F-450 Stake Bed Truck	Broken
30		Lee Boy Roller	
31	2014	International Bucket Truck	24,120
32	2022	Chevy Silverado	21
33	2022	Chevy Silverado Dump Truck	N/A
40	2007	Winston Trailer	N/A
42	2014	Homesteader Trailer	N/A
43	1991	Tarco Leaf Loader	6,488 HRS
44	2001	Ingersoll-Rand Air Compressor	N/A

**Public Works Department  
Adopted Budget - 2023**

<b>Revenues:</b>	<i>2020</i>	<i>2021</i>	<i>2022</i>	<i>2022</i>	<i>2023</i>
<i>Description</i>	<i>Actual</i>	<i>Actual</i>	<i>Adopted</i>	<i>Projected</i>	<i>Adopted</i>
	<i>Revenues</i>	<i>Revenues</i>	<i>Budget</i>	<i>Revenues</i>	<i>Budget</i>
State Grants - Snowplowing	45,717	47,221	47,500	48,165	47,500
Maint Fees - Parking Fund	51,792	52,312	52,833	52,833	53,360
Capital Proj - Inspector	75,000	75,000	75,000	75,000	75,000
Electrician Services	4,898	195	0	0	0
Repairing Paved Streets	42,417	61,345	35,000	51,059	42,000
Garage Services	13,748	20,069	15,000	7,500	7,500
<b>Sub-Total</b>	<b>233,572</b>	<b>256,143</b>	<b>225,333</b>	<b>234,557</b>	<b>225,360</b>
<b>General Fund</b>	<b>1,394,386</b>	<b>1,393,766</b>	<b>1,553,165</b>	<b>1,484,299</b>	<b>1,581,541</b>
<b>Total Operating Revenues</b>	<b>1,627,958</b>	<b>1,649,909</b>	<b>1,778,498</b>	<b>1,718,856</b>	<b>1,806,901</b>

<b>Expenditures:</b>	<i>2020</i>	<i>2021</i>	<i>2022</i>	<i>2022</i>	<i>2023</i>
<i>Description</i>	<i>Actual</i>	<i>Actual</i>	<i>Adopted</i>	<i>Projected</i>	<i>Adopted</i>
	<i>Expend</i>	<i>Expend</i>	<i>Budget</i>	<i>Expend</i>	<i>Budget</i>
Personnel	1,259,860	1,305,582	1,391,433	1,351,564	1,407,560
Operating	368,098	344,328	387,065	367,292	399,341
<b>Total Operating Expenses</b>	<b>1,627,958</b>	<b>1,649,909</b>	<b>1,778,498</b>	<b>1,718,856</b>	<b>1,806,901</b>

**Public Works Department  
Expenditures  
Adopted Budget - 2023**

<i>Obj</i>	<i>2020</i>	<i>2021</i>	<i>2022</i>	<i>2022</i>	<i>2023</i>	<i>Change</i>
<i>No. Description</i>	<i>Actual</i>	<i>Actual</i>	<i>Adopted</i>	<i>Projected</i>	<i>Adopted</i>	<i>From</i>
	<i>Expend</i>	<i>Expend</i>	<i>Budget</i>	<i>Expend</i>	<i>Budget</i>	<i>2022 Budget</i>
710 Personnel	410,632	462,746	437,804	402,332	453,251	15,447
710 Personnel - Admin	215,513	163,165	177,793	192,944	208,196	30,403
710 Overtime	12,332	11,368	10,500	17,500	10,500	0
720 Employee Benefits	617,062	665,064	761,336	735,488	731,614	(29,722)
720 Uniforms	4,321	3,239	4,000	3,300	4,000	0
810 Contracted Services	131,255	127,981	171,800	178,000	180,850	9,050
820 Materials & Supplies	42,742	33,074	52,000	42,500	52,000	0
820 M&S - Electrician	0	5,546	2,500	2,450	2,500	0
820 Refuse & Recycling	0	0	6,500	1,000	6,500	0
820 Tools	6,321	3,734	1,800	1,700	1,800	0
831 Travel	155	0	150	410	150	0
831 Training	890	99	1,000	980	1,000	0
832 Postage	390	26	500	50	500	0
832 Radio Equipment	4,383	764	4,300	750	750	(3,550)
833 Gas	11,495	17,607	12,000	26,000	12,000	0
833 Gas - Electrician	1,033	782	500	700	500	0
835 Insurance	24,360	25,800	27,090	21,581	22,660	(4,430)
836 Gas Heat	16,072	14,208	19,450	14,207	19,850	400
836 Power & Light	50,700	42,740	56,700	42,739	72,506	15,806
837 Maint of Equip/Facilities	75,041	70,913	27,500	28,000	22,500	(5,000)
837 Maint - Electrician	1,746	408	1,500	5,000	1,500	0
842 Membership/Dues	275	0	275	275	275	0
885 Meals - OT	1,239	647	1,500	950	1,500	0
<b>Total</b>	<b>1,627,958</b>	<b>1,649,909</b>	<b>1,778,498</b>	<b>1,718,856</b>	<b>1,806,901</b>	<b>28,403</b>

**City of Meadville**  
**Public Works Summary - General Fund, Liquid Fuels, Storm Water**  
**Expenditures**  
**Adopted Budget - 2023**

<i>Obj</i>		<i>General</i>	<i>Liquid</i>	<i>Storm Water</i>	
<i>No.</i>	<i>Description</i>	<i>Fund</i>	<i>Fuels Fund</i>	<i>Fund</i>	<i>Total</i>
710	Personnel	453,251	185,000	235,000	873,251
710	Personnel - Admin	208,196			208,196
710	Overtime	10,500	25,000		35,500
720	Employee Benefits	731,614			731,614
720	Uniforms	4,000			4,000
810	Contracted Services	180,850			180,850
810	Program			120,000	120,000
810	Regulatory Compliance			50,000	50,000
810	Mapping-GIS			30,000	30,000
810	Education & Outreach			15,000	15,000
810	Existing Conditions Assessment			20,000	20,000
820	Materials & Supplies	52,000	308,686	80,000	440,686
820	M&S - Electrician	2,500			2,500
820	Refuse & Recycling	6,500			6,500
820	Tools	1,800		10,000	11,800
831	Travel	150			150
831	Training	1,000			1,000
832	Postage	500			500
832	Radio Equipment	750			750
833	Gas	12,000		28,000	40,000
833	Gas - Electrician	500			500
835	Insurance	22,660			22,660
836	Gas Heat	19,850			19,850
836	Power & Light	72,506			72,506
837	Maint of Equip/Facilities	22,500	50,000	22,000	94,500
837	Maint - Electrician	1,500			1,500
842	Membership/Dues	275			275
885	Meals - OT	1,500			1,500
999	Capital Items - SWF/LF		0	425,000	425,000
Grand Total		1,806,901	568,686	1,035,000	3,410,587

<b>Obj. No.</b>	<b>Description</b>	<b>Expense Description</b>
<b>710</b>	<b>PERSONNEL</b>	Unionized Public Works Department Staff (12) , Seasonal/Part-time hours
<b>710</b>	<b>PERSONNEL - ADMINISTRATIVE</b>	Public Works Director, Public Works Support Coordinator, Part-time Secretary Stormwater Program Support Manager, Part-time Shade Tree Program Manager
<b>710</b>	<b>OVERTIME</b>	Overtime, as needed.
<b>720</b>	<b>EMPLOYEE BENEFITS</b>	FICA, Workers Comp, Medical, Life, Dental, Vision, Health Reimbursement Account (HRA), Retirement (Defined Benefit and Defined Contribution)
<b>720</b>	<b>UNIFORMS</b>	Boot and clothing allowance per Collective Bargaining Agreement (\$240/person) and gloves, safety vests, etc.
<b>810</b>	<b>CONTRACTED SERVICES</b>	
	General Admin	Consulting fees for electric and natural gas procurement and photocopier lease
	General Maintenance	Parkway mowing, fire extinguisher maintenance, floor mats
	City Hall Maintenance	Janitorial services, elevator preventative maintenance/inspections, floor mats, window cleaning, pest control, turf maintenance
	Parks Maintenance	Mowing—parks, small parcel mowing, weed control spraying, portable toilets, landscape maintenance, tree removal
	Snow Removal	Snow removal-parking lots and sidewalks
	General Maintenance Market House	Miscellaneous maintenance at Market House.
<b>810</b>	<b>PROGRAM</b>	Funds advanced to the General Fund for Stormwater Program administration, project management and project-based engineering
<b>810</b>	<b>REGULATORY COMPLIANCE</b>	Funds advanced to the General Fund for annual MS4 permit compliance, including all Minimum Control Measures and relevant plans, BMP inventory and inspection, outfall inventory and inspection and illicit discharge investigation.
<b>810</b>	<b>MAPPING-GIS</b>	Funds advanced to the General Fund to cover GIS mapping costs: annual software licensing fees, field equipment, personnel, student interns.

<b>Obj. No.</b>	<b>Description</b>	<b>Expense Description</b>
810	<b>EDUCATION &amp; OUTREACH</b>	Educational materials for MS4 permit compliance, annual report design and printing
810	<b>EXISTING CONDITIONS ASSESSMENT</b>	Funds budgeted for large-scale engineering-based planning and evaluation studies, video, etc.
820	<b>MATERIALS AND SUPPLIES</b>	Street Patching Inlets & Grates Stormwater Pipe Sand & Gravel General Supplies Street Openings Driveway/Ditch General Maint. Signs & Signals City Hall Maint. Leaf Pickup Parks Maint. Barricades Salt/Anti-Skid
820	<b>MATERIALS &amp; SUPPLIES-ELECTRICIAN</b>	General materials and supplies for city-wide electrical maintenance at buildings, parks and grounds.
820	<b>REFUSE &amp; RECYCLING</b>	Design, printing and postage of refuse and recycling program materials.
820	<b>TOOLS</b>	Mechanic tool repair, replacement, purchase as needed. Tools and equipment expenses related to stormwater system repair and maintenance
831	<b>TRAVEL</b>	
831	<b>TRAINING</b>	Training
832	<b>POSTAGE</b>	General mailing expense.
832	<b>RADIO EQUIPMENT</b>	Radio maintenance service contract fee and replacement.
833	<b>GAS</b>	Fuel for all Public Works activities
833	<b>GAS - ELECTRICIAN</b>	Fuel for City Electrician activities
835	<b>INSURANCE</b>	Property and liability insurance premium allocated for Public Works building, parks, vehicles and equipment.
836	<b>GAS HEAT</b>	Natural gas for City Building, Public Works buildings, Fire Station

<b>Obj. No.</b>	<b>Description</b>	<b>Expense Description</b>
836	<b>POWER &amp; LIGHT</b>	Electricity for City Building, Public Works buildings, Fire Station, Parks (shelters, lighting)
837	<b>MAINTENANCE OF EQUIPMENT</b>  Various Tools  Vehicle Maintenance  General Equipment Repair	Purchase of various tools and equipment.  Public Works vehicle parts and maintenance.  Equipment parts and repair, as needed.
837	<b>MAINTENANCE – ELECTRICIAN</b>	Bucket truck maintenance and inspection.
842	<b>MEMBERSHIP DUES</b>	PA Public Works Association
885	<b>MEALS – OT</b>	Meals provided during overtime winter snow maintenance per Collective Bargaining Agreement.
	<b>CAPITAL</b>  Asset Management Software  Curb replacement  Various Major Projects  Future Equipment Purchase	Funds reserved for asset management software. Product research underway.  Concrete curb replacement associated with brick or asphalt street paving.  Various stormwater line and catch basin replacement projects.



# STORMWATER MANAGEMENT FUND

## Department Objective

The Stormwater Management Fund was created under the auspices of Ordinance No. 3707 of 2012, when the City created the Stormwater Management Program and User Fee. This program provides a dedicated funding mechanism for a comprehensive menu of stormwater services devised to maintain and reinvest in critical stormwater infrastructure. This infrastructure is fundamental to the public health, safety, welfare, and the protection of the residents of the City of Meadville, their property, resources, and the environment in order to control flooding, erosion, and pollution.

**StormWater Fund  
Adopted Budget - 2023**

<b>Expenditures:</b>	<i>2020</i>	<i>2021</i>	<i>2022</i>	<i>2022</i>	<i>2023</i>
<i>Description</i>	<i>Actual</i>	<i>Actual</i>	<i>Adopted</i>	<i>Projected</i>	<i>Adopted</i>
<i>Description</i>	<i>Revenues</i>	<i>Revenues</i>	<i>Budget</i>	<i>Expend</i>	<i>Budget</i>
Personnel	185,000	185,000	185,000	185,000	235,000
Operating	270,867	312,175	430,000	304,500	382,500
Capital	285,815	468,180	615,000	556,484	425,000
Other	0	0	0	0	0
<b>Total Operating Expenses</b>	<b>741,682</b>	<b>965,354</b>	<b>1,230,000</b>	<b>1,045,984</b>	<b>1,042,500</b>

**StormWater Fund  
Revenue/Expenditures  
Adopted Budget - 2023**

**Revenues:**

<i>Description</i>	<i>2020 Actual Revenues</i>	<i>2021 Actual Revenues</i>	<i>2022 Adopted Budget</i>	<i>2022 Projected Revenues</i>	<i>2023 Adopted Budget</i>	<i>Change From 2022 Budget</i>
Stormwater Fees	821,462	844,765	815,000	810,000	815,000	0
SWF - Liens	3,269	4,621	3,000	1,853	3,000	0
Interest Earned	6,751	5,200	6,000	4,541	6,500	500
Grant				184,378		
<b>Total Revenues</b>	<b>831,482</b>	<b>854,586</b>	<b>824,000</b>	<b>1,000,772</b>	<b>824,500</b>	<b>500</b>
Add: Advance						
Add: Begin Cash	414,076	503,875	653,261	393,107	347,895	
<b>Total Cash Available</b>	<b>1,245,557</b>	<b>1,358,461</b>	<b>1,477,261</b>	<b>1,393,879</b>	<b>1,172,395</b>	
Less: Expenses	741,682	965,354	1,230,000	1,045,984	1,042,500	
<b>Ending Cash Balance</b>	<b>503,875</b>	<b>393,107</b>	<b>247,261</b>	<b>347,895</b>	<b>129,895</b>	<b>500</b>

**StormWater Fund  
Revenue/Expenditures  
Adopted Budget - 2023**

**Expenditures:**

<i>Description</i>	<i>2020 Actual Expend</i>	<i>2021 Actual Expend</i>	<i>2022 Adopted Budget</i>	<i>2022 Projected Expend</i>	<i>2023 Adopted Budget</i>	<i>Change From 2022 Budget</i>
710 Personnel - Public Works	185,000	185,000	185,000	185,000	235,000	50,000
810 Program	110,000	110,000	110,000	110,000	120,000	10,000
810 Regulatory Compliance	50,000	50,000	50,000	50,000	50,000	0
810 Mapping-GIS	45,000	47,054	45,000	45,000	30,000	(15,000)
810 Education & Outreach	15,828	13,263	10,000	11,500	15,000	5,000
810 Existing Conditions Assessn	(11,250)	0	35,000	12,500	20,000	(15,000)
810 Audit				0	7,500	7,500
820 Tools	405	9,254	10,000	1,500	10,000	0
833 Gas & Oil	17,381	24,135	28,000	38,000	28,000	0
837 Maint of Equipment	14,125	15,172	17,000	14,000	22,000	5,000
837 Maint/Materials & Supplies	29,378	43,296	125,000	22,000	80,000	(45,000)
<b>Total Operating Expenditure</b>	<b>455,867</b>	<b>497,175</b>	<b>615,000</b>	<b>489,500</b>	<b>617,500</b>	<b>2,500</b>
<b>CAPITAL:</b>						
Asset Managt Software	0	0	70,000	0	25,000	
Curbs	47,187	99,250	150,000	208,210	150,000	
Spot Curbs			60,000	17,000	50,000	
Various Major Projects	54,911	114,342	250,000	0	200,000	
Dump Truck - w/plow	0	0	35,000	35,750	0	
Pickup Truck	0	0	0	25,255	0	
Leaf Truck	183,718	201,000	0		0	
Equipment/Computers		53,588	0		0	
Wheel Loader			50,000	69,500	0	
Street Sweeper			0	200,769	0	
<b>Total Capital Expenditures</b>	<b>285,815</b>	<b>468,180</b>	<b>615,000</b>	<b>556,484</b>	<b>425,000</b>	
<b>Grand Total Expenditures</b>	<b>741,682</b>	<b>965,354</b>	<b>1,230,000</b>	<b>1,045,984</b>	<b>1,042,500</b>	



## LIQUID FUELS FUND

**Department Objective:**

In 1956, Act 655 was enacted by the General Assembly. This legislation provided municipal governments with a portion of the state's Liquid Fuels Tax. Liquid Fuel Tax Payments are allocated to municipalities for highway construction and maintenance programs.

**Liquid Fuels  
Adopted Budget - 2023**

<b>Expenditures:</b>	<i>2020</i>	<i>2021</i>	<i>2022</i>	<i>2022</i>	<i>2023</i>
<i>Description</i>	<i>Actual</i>	<i>Actual</i>	<i>Adopted</i>	<i>Projected</i>	<i>Adopted</i>
<i>Description</i>	<i>Expend</i>	<i>Expend</i>	<i>Budget</i>	<i>Expend</i>	<i>Budget</i>
Personnel	176,287	161,256	207,000	211,894	210,000
Operating	168,901	146,727	201,291	175,000	308,686
Operating Capital	59,037	51,860	65,000	21,000	50,000
<b>Total Operating Expenses</b>	<b>404,225</b>	<b>359,843</b>	<b>473,291</b>	<b>407,894</b>	<b>568,686</b>

**Liquid Fuels  
Revenue/Expenditures  
Adopted Budget - 2023**

**Revenues:**

<i>Description</i>	<i>2020 Actual Revenues</i>	<i>2021 Actual Revenues</i>	<i>2022 Adopted Budget</i>	<i>2022 Projected Revenues</i>	<i>2023 Adopted Budget</i>	<i>Change From 2022 Budget</i>
State Allocation	428,285	397,616	391,635	388,834	391,635	0
State Turnback	3,160	3,160	3,160	3,160	3,160	0
Interest	1,747	1,247	1,400	1,418	1,400	0
<b>Total Revenues</b>	<b>433,192</b>	<b>402,022</b>	<b>396,195</b>	<b>393,412</b>	<b>396,195</b>	<b>0</b>
Begin Cash	115,828	144,795	77,096	186,974	172,491	95,395
<b>Total Cash Available</b>	<b>549,020</b>	<b>546,817</b>	<b>473,291</b>	<b>580,386</b>	<b>568,686</b>	<b>95,395</b>

**Expenditures:**

<i>Description</i>	<i>2020 Actual Expend</i>	<i>2021 Actual Expend</i>	<i>2022 Adopted Budget</i>	<i>2022 Projected Expend</i>	<i>2023 Adopted Budget</i>	<i>Change From 2022 Budget</i>
710 Personnel	152,445	148,195	175,000	189,894	185,000	10,000
710 Overtime	23,842	13,061	32,000	22,000	25,000	(7,000)
820 Materials & Supplies	168,901	146,727	201,291	175,000	308,686	107,395
885 Maint of Equipment	59,037	51,860	65,000	21,000	50,000	(15,000)
999 Capital Purchases	0		0	0	0	
<b>Total Expenditures</b>	<b>404,225</b>	<b>359,843</b>	<b>473,291</b>	<b>407,894</b>	<b>568,686</b>	<b>95,395</b>
Ending Cash Balance	144,795	186,974	0	172,491	0	(0)

*2022  
Projected  
Balance*

(2,801)

0

18

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(2,784)

109,878

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107,095

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*2022  
Projected  
Balance*

(14,894)

10,000

26,291

44,000

0

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65,397

41,698

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# GENERAL GOVERNMENT

## Department Objective

To provide for administration of programs that are not a direct program of any other General Fund Department, including street lights, abatement, refuse collection, and stormwater fees.

**General Govt  
Adopted Budget - 2023**

<b>Expenditures:</b>	<i>2020</i>	<i>2021</i>	<i>2022</i>	<i>2022</i>	<i>2023</i>
<i>Description</i>	<i>Actual</i>	<i>Actual</i>	<i>Adopted</i>	<i>Projected</i>	<i>Adopted</i>
	<i>Revenues</i>	<i>Revenues</i>	<i>Budget</i>	<i>Expend</i>	<i>Budget</i>
Operating	1,371,841	1,315,672	1,973,913	1,339,373	1,338,584
Transfer to Auth/Boards	125,000	125,500	125,500	125,500	125,500
Debt Service	860,077	688,609	1,223,435	1,140,358	1,223,928
<b>Total Operating Expenses</b>	<b>2,356,918</b>	<b>2,129,781</b>	<b>3,322,848</b>	<b>2,605,231</b>	<b>2,688,011</b>

**General Govt  
Adopted Budget - 2023**

<b>Revenues:</b>	<i>2020</i>	<i>2021</i>	<i>2022</i>	<i>2022</i>	<i>2023</i>
<i>Description</i>	<i>Actual</i>	<i>Actual</i>	<i>Adopted</i>	<i>Projected</i>	<i>Adopted</i>
	<i>Revenues</i>	<i>Revenues</i>	<i>Budget</i>	<i>Revenues</i>	<i>Budget</i>
Real Estate	3,130,554	3,216,445	3,325,234	3,220,000	3,553,592
Real Estate Del - County	287,155	333,632	270,000	255,000	270,000
Real Estate Del - Treasurer	0	16,337	1,000	13,050	5,000
Per Capita	42,347	40,721	45,000	40,500	41,000
Per Capita - Del	9,289	13,580	12,000	9,500	10,000
Mechanical	1,736	1,200	1,200	950	1,200
Real Estate Transfer	141,754	202,509	125,000	210,000	150,000
Wage Tax	994,551	1,015,936	1,030,000	1,110,000	1,137,750
Local Services Tax	440,276	435,842	450,000	451,000	450,000
Liquor Licenses	4,000	2,100	4,600	2,500	3,000
Rental - City Hall	196,200	176,200	149,000	149,000	0
Rental - Magistrate Offices	28,421	30,042	29,000	31,000	31,000
Act 13	13,435	85	700	140	700
State Aid - Pension	514,479	499,593	498,600	517,400	555,100
Utility Tax	4,920	5,037	5,036	5,129	5,129
Housing Authority	16,747	73,804	18,000	70,000	70,000
Building Permits&Surcharge Fee	47,391	(19,254)	50,000	60,000	50,000
Sale of Property/Equip	3,000	500	2,500	750	2,500
Sale of Materials	34	2	1,200	500	1,200
Abatement Recovery	406	498	1,500	1,450	1,500
Impact Fees	69,763	73,265	73,000	62,969	62,000
Interest Earned - Trf In Rate Stab	20,000	20,000	20,000	20,000	20,000
Loan Fees	210,942	198,885	183,470	183,470	167,400
Federal Grant - Cares/ARPA	531,190	662,294	662,294	664,388	0
Other Income	56,927	67,502	54,150	67,500	68,566
Storm Water Program Mgmt	390,000	390,000	390,000	390,000	435,000
Payments in Lieu of Tax	176,873	180,959	187,966	190,187	200,464
Municipal Contributions	150,000	150,000	150,000	150,000	150,000
Cable Fees	149,905	146,148	150,000	145,000	145,000
Refuse Collection Fees	1,325,040	1,335,563	1,341,510	1,332,500	1,341,510
Vehicle Rental	3,643	3,243	3,500	3,500	3,500
Transfer In From Debt Reserve	275,000	200,000	400,000	400,000	400,000
Transfer In/Out - RSF	(360,000)	0	130,757	130,757	33,057
Sub-Total	8,875,979	9,472,667	9,766,217	9,888,140	9,365,168
General Fund	(6,519,060)	(7,342,885)	(6,443,369)	(7,282,909)	(6,677,157)
<b>Total Operating Revenues</b>	<b>2,356,918</b>	<b>2,129,781</b>	<b>3,322,848</b>	<b>2,605,231</b>	<b>2,688,011</b>

**General Govt  
Expenditures  
Adopted Budget - 2023**

<i>Obj</i>	<i>2020</i>	<i>2021</i>	<i>2022</i>	<i>2022</i>	<i>2023</i>	<i>Change</i>
<i>No. Description</i>	<i>Actual</i>	<i>Actual</i>	<i>Adopted</i>	<i>Projected</i>	<i>Adopted</i>	<i>From</i>
	<i>Expend</i>	<i>Expend</i>	<i>Budget</i>	<i>Expend</i>	<i>Budget</i>	<i>2022 Budget</i>
720 UC/Other/Medical/Dental	72,573	20,118	31,988	24,748	26,452	(5,536)
820 Materials & Supplies	17,002	28,031	20,000	27,000	27,000	7,000
820 Comm Outreach/Events	0	0	0	13,500	15,000	15,000
832 Telephone	49,882	52,655	55,800	57,654	58,725	2,925
832 Postage	1,816	1,526	0	1,500	1,450	1,450
835 Insurance	47,320	60,251	65,620	75,984	79,783	14,163
835 Insurance Claims	6,044	16,490	15,000	5,000	7,500	(7,500)
835 Public Officials Liability	10,786	11,500	12,075	11,000	11,550	(525)
836 Street Lighting	138,286	142,879	160,530	142,879	144,000	(16,530)
836 Parkway Lighting	5,915	6,079	6,000	6,079	5,500	(500)
836 Traffic Signals Power	14,226	12,506	15,000	12,506	13,770	(1,230)
836 Refuse Collection	889,473	880,037	874,614	884,316	874,614	0
836 Other Refuse Costs/Service	9,985	32,544	15,000	18,089	15,000	0
836 Stormwater Fee	20,718	20,118	20,718	20,118	18,239	(2,479)
839 Historical Society	500	500	500	500	500	0
842 Abatement	8,517	5,003	10,000	6,500	7,500	(2,500)
885 Taxes/Fees/Earn Inc Fees	81,484	22,303	31,000	32,000	32,000	1,000
885 General Exp/Transfers	(2,686)	3,133	640,068	0	0	(640,068)
895 Recreation Authority	125,000	125,000	125,000	125,000	125,000	0
895 Halloween Parade	0	500	500	500	500	0
xxx Pension Amort Savings	(545,078)	(545,078)	(545,078)	(1,695,233)	(1,695,233)	(1,150,155)
896 Debt	1,405,155	1,233,687	1,768,513	2,835,591	2,919,161	1,150,648
<b>Total</b>	<b>2,356,918</b>	<b>2,129,781</b>	<b>3,322,848</b>	<b>2,605,231</b>	<b>2,688,011</b>	<b>(634,836)</b>

<b>Obj. No.</b>	<b>Description</b>	<b>Expense Description</b>
<b>720</b>	<b>UC/OTHER</b>  Unemployment Comp  Transition/Consulting	Estimated cost for annual self-funding of unemployment claim  Transition/consulting fee agreements
<b>820</b>	<b>MATERIALS &amp; SUPPLIES</b>	General materials and supplies, including office supplies, printer toner cartridges, document shredding, etc.
<b>832</b>	<b>TELEPHONE</b>	City-wide telephone, internet and cell phone service.
<b>835</b>	<b>INSURANCE</b>	Portion of umbrella property and liability and automobile insurance not allocated to specific departments or funds. New cyber security insurance (est.)
<b>835</b>	<b>INSURANCE CLAIMS</b>	Funds budgeted to liability insurance deductible. The deductible for these types of claims is per incident/claim
<b>835</b>	<b>PUBLIC OFFICIALS LIABILITY</b>	Public Officials liability insurance coverage.
<b>836</b>	<b>STREET LIGHTING</b>	Annual cost to operate Penelec-owned streets and for City-owned decorative lighting.
<b>836</b>	<b>PARKWAY LIGHTING</b>	City has an Operations and Maintenance Agreement with PennDOT to light the French Creek Parkway.
<b>836</b>	<b>REFUSE COLLECTION</b>	Fee to TriCounty Industries for refuse/recycling Collection. Reimbursed by user fees. Revenue found in Departmental Earnings within General Fund Revenue.
<b>836</b>	<b>OTHER REFUSE SERVICES</b>	Tagged item pick up service per contract with TriCounty, dumpsters for special projects, clean-up day, etc.
<b>836</b>	<b>TRAFFIC SIGNALS POWER</b>	Electricity costs to operate traffic signals city-wide
<b>836</b>	<b>STORMWATER FEE</b>	Stormwater fee for City-owned properties.
<b>839</b>	<b>HISTORICAL SOCIETY</b>	Annual donation to the Crawford County Historical Society for acceptance and maintenance of old municipal records.
<b>842</b>	<b>ABATEMENT</b>	Cost to abate sidewalk and property maintenance code violations when not corrected by property owner. Attempt to recover expenses via billing and filing liens.
<b>885</b>	<b>EARNED INCOME FEES</b>  Earned Income Collection	Fee paid to Berkheimer for earned income tax collection.
<b>895</b>	<b>RECREATION AUTHORITY</b>	This budget does not include a transfer of \$125,000 towards the annual operating support to the Meadville Area Recreation Complex. The City is looking to other revenue sources for this contribution.

<b>895</b>	<b>HALLOWEEN PARADE</b>	Annual contribution to Crawford Area Young Chamber of Commerce for expenses related to annual Halloween parade.
<b>XXX</b>	<b>PENSION AMORTIZATION SAVINGS</b>	The City issued debt in 2010 refunded 2020 and also a 2022 bond issue to fund the unfunded liability of the 3 pension plans. The debt expense related to the bond issue is included in the Debt figure below in line 896. However this expense is allocated to the pension expense per dept/auth. As such, it is reflected here as a credit against the debt service figure below.
<b>896</b>	<b>DEBT</b>	Annual debt service payment to cover prior bond issues.



## PARKING FUND

### Department Objective

To acquire, hold, construct, improve, maintain, operate, and lease, either in the capacity of lessor or lessee, parking spaces for the use of the public generally to park automobiles in return for a charge or fee that may be fixed in each instance, from time to time.

**Parking Fund**  
**Adopted Budget - 2023**

<b>Expenditures:</b>	<i>2020</i>	<i>2021</i>	<i>2022</i>	<i>2022</i>	<i>2023</i>
<i>Description</i>	<i>Actual</i>	<i>Actual</i>	<i>Adopted</i>	<i>Projected</i>	<i>Adopted</i>
<i>Description</i>	<i>Revenues</i>	<i>Revenues</i>	<i>Budget</i>	<i>Expend</i>	<i>Budget</i>
Personnel	47,890	57,570	77,001	73,438	75,260
Operating	197,016	193,550	203,678	188,897	201,255
Operating Capital / Transfers	0	0	0	0	0
Debt Service	169,599	94,699	127,508	127,508	164,987
<b>Total Operating Expenses</b>	<b>414,505</b>	<b>345,819</b>	<b>408,187</b>	<b>389,843</b>	<b>441,501</b>

**Parking Fund  
Revenues  
Adopted Budget - 2023**

<i>Description</i>	<i>2020 Actual Revenues</i>	<i>2021 Actual Revenues</i>	<i>2022 Adopted Budget</i>	<i>2022 Projected Revenues</i>	<i>2023 Adopted Budget</i>	<i>Change From 2022 Budget</i>
Meters - In Lots	9,281	13,451	16,000	14,000	16,000	0
Meters - On Street	60,865	76,578	100,000	78,000	83,000	(17,000)
Meters - Market Sq Ramp	6,386	9,138	10,000	9,500	10,000	0
Rentals - Lots	55,969	69,894	70,000	70,000	70,000	0
Rentals - Market Sq Ramp	50,768	59,077	60,000	63,000	60,000	0
Rentals - DEP Garage/Lots	132,660	132,660	144,720	144,720	156,780	12,060
Special Rentals	3,625	3,200	3,900	3,200	3,200	(700)
Parking Bag Permits	180	2,310	500	1,200	750	250
Other	4,918	5,355	4,900	6,980	5,400	500
Interest - Operating	1,615	835	2,000	911	1,000	(1,000)
<b>Total Operating Revenue</b>	<b>326,267</b>	<b>372,497</b>	<b>412,020</b>	<b>391,511</b>	<b>406,130</b>	<b>(5,890)</b>
Less: Operating Expenses	244,906	251,121	280,679	262,335	276,515	(4,164)
Less: Debt Service	169,599	94,699	127,508	127,508	164,987	37,479
<b>Net Income</b>	<b>(88,238)</b>	<b>26,678</b>	<b>3,834</b>	<b>1,667</b>	<b>(35,371)</b>	<b>(39,205)</b>
Add: Begin Cash Balance	170,049	81,811	99,262	108,489	110,157	
<b>Ending Balance</b>	<b>81,811</b>	<b>108,489</b>	<b>103,096</b>	<b>110,157</b>	<b>74,785</b>	

**Parking Fund  
Expenditures  
Adopted Budget - 2023**

<i>Obj</i>		<i>2020</i>	<i>2021</i>	<i>2022</i>	<i>2022</i>	<i>2023</i>	<i>Change</i>
<i>No.</i>	<i>Description</i>	<i>Actual</i>	<i>Actual</i>	<i>Adopted</i>	<i>Projected</i>	<i>Adopted</i>	<i>From</i>
		<i>Expend</i>	<i>Expend</i>	<i>Budget</i>	<i>Expend</i>	<i>Budget</i>	<i>2022 Budget</i>
<b><i>General Administration</i></b>							
710	Personnel	29,055	31,972	41,417	39,415	39,366	(2,051)
720	Employee Benefits	18,835	25,598	35,584	34,023	35,894	310
810	Contracted Services	5,204	5,264	6,283	5,783	6,336	53
820	Gen M&S / Postage	3,213	1,464	2,500	1,000	1,500	(1,000)
885	General Expense	0	0	250	250	250	0
842	Pay/Lieu of Taxes	48,748	49,236	49,727	49,727	50,225	498
842	Management Fees	32,312	32,312	32,312	32,312	32,500	188
<hr/>							
	Total	137,367	145,846	168,073	162,510	166,071	(2,002)
<b><i>General Maintenance</i></b>							
838	Vehicle Rental	1,600	1,600	1,600	1,600	1,600	0
837	Maint - Equipment	5,178	4,670	5,000	5,850	5,000	0
837	Maint - General	8,904	0	1,500	1,650	1,500	0
837	Maint - Meters	0	0	1,500	0	1,500	0
<hr/>							
	Total	15,682	6,270	9,600	9,100	9,600	0
<b><i>Lot Maintenance</i></b>							
810	Contracted Services	15,500	15,620	15,850	18,492	18,676	2,826
622	Lot Lighting	3,725	3,910	4,000	3,910	4,000	0
837	Maintenance	0	849	3,000	1,000	3,000	0
885	General Expense	0	0	200	200	200	0
<hr/>							
	Total	19,225	20,379	23,050	23,602	25,876	2,826

**Parking Fund  
Expenditures  
Adopted Budget - 2023**

<i>Obj</i>	<i>2020</i>	<i>2021</i>	<i>2022</i>	<i>2022</i>	<i>2023</i>	<i>Change</i>
<i>No. Description</i>	<i>Actual</i>	<i>Actual</i>	<i>Adopted</i>	<i>Projected</i>	<i>Adopted</i>	<i>From</i>
	<i>Expend</i>	<i>Expend</i>	<i>Budget</i>	<i>Expend</i>	<i>Budget</i>	<i>2022 Budget</i>
<b><i>Mill Run Lot</i></b>						
810 Contracted Services	13,000	13,080	13,208	10,567	10,672	(2,536)
837 Maintenance	1,862	2,042	3,000	1,000	1,000	(2,000)
885 General Exp/Temp Rentals	0	0	200	0	200	0
<b>Total</b>	<b>14,862</b>	<b>15,122</b>	<b>16,408</b>	<b>11,567</b>	<b>11,872</b>	<b>(4,536)</b>
<b><i>Market Square Garage</i></b>						
810 Contracted Services	18,088	21,635	18,492	18,492	18,676	184
836 Power & Light	8,066	6,469	7,200	6,469	10,044	2,844
837 Maintenance	2,680	6,491	7,500	5,000	7,500	0
<b>Total</b>	<b>28,834</b>	<b>34,594</b>	<b>33,192</b>	<b>29,961</b>	<b>36,220</b>	<b>3,028</b>
<b><i>Insurance</i></b>						
835 Umbrella	2,207	26,660	2,363	3,446	3,618	1,255
835 Multi-Peril Insurance	26,730	2,250	27,993	22,150	23,258	(4,736)
<b>Total</b>	<b>28,937</b>	<b>28,910</b>	<b>30,356</b>	<b>25,596</b>	<b>26,876</b>	<b>(3,480)</b>
<b>Total Operating Expenses</b>	<b>244,906</b>	<b>251,121</b>	<b>280,679</b>	<b>262,335</b>	<b>276,515</b>	<b>(4,165)</b>
<b><i>Debt Service/Transfers to Capital Fund</i></b>						
896 Debt	153,047	94,699	127,508	127,508	164,987	37,479
896 Reimb to LTC Fund (Lights)	16,552	0	0	0	0	0
<b>Total</b>	<b>169,599</b>	<b>94,699</b>	<b>127,508</b>	<b>127,508</b>	<b>164,987</b>	<b>37,479</b>
<b>Grand Total Expenses</b>	<b>414,505</b>	<b>345,819</b>	<b>408,187</b>	<b>389,843</b>	<b>441,501</b>	<b>33,314</b>

**City of Meadville**  
**Old City Hall - 894 Water Street**  
**Real Estate Improvement Fund**  
**Adopted Budget - 2023**

**Revenues:**

<i>Description</i>	<i>2020 Actual Revenues</i>	<i>2021 Actual Revenues</i>	<i>2022 Adopted Budget</i>	<i>2022 Projected Revenues</i>	<i>2023 Adopted Budget</i>
Beginning Cash	382,767	358,675	882,253	869,921	723,921
Interest Earned	1,760	1,843	350	3,000	5,067
Rent	9,087	14,357	0	0	0
Sale of Property		732,879	0	0	0
<b>Total Revenues</b>	<b>393,613</b>	<b>1,107,754</b>	<b>882,603</b>	<b>872,921</b>	<b>728,988</b>

**Expenditures:**

<i>Description</i>	<i>2020 Actual Expend</i>	<i>2021 Actual Expend</i>	<i>2022 Adopted Budget</i>	<i>2022 Projected Expend</i>	<i>2023 Adopted Budget</i>
City Rent	0	176,200	149,000	149,000	
Contracted Services	1,666	5,225			
Management Fee	7,569	9,375			
General M & S	861	985			
Gas Heat	7,853	3,262			
Power & Light	7,574	11,735			
Maint - Equipment	4,320	1,418			
Maint - Facilities	5,096	6,245			
Taxes		16,400			
Other		6,988			
<b>Total Expenditures</b>	<b>34,938</b>	<b>237,833</b>	<b>149,000</b>	<b>149,000</b>	<b>0</b>
<b>Ending Cash Balance</b>	<b>358,675</b>	<b>869,921</b>	<b>733,603</b>	<b>723,921</b>	<b>728,988</b>

City of Meadville  
DEP Budget

DEP Office Building

Revenues:

<i>Description</i>	<i>2020 Actual Revenue</i>	<i>2021 Actual Revenue</i>	<i>2022 Adopted Budget</i>	<i>2022 Projection Revenue</i>	<i>2023 Adopted Budget</i>	<i>Change From 2021 Budget</i>
Rent - Base	1,029,791	1,036,435	1,258,712	1,240,335	1,258,712	0
Parking	0	0	60,000	40,000	60,000	0
Interest Earned - Operating	3,405	2,652	3,600	2,699	3,600	0
Interest Earned - Reserves	19,810	6,963		4,892	5,000	
Borrowing Proceeds	2,514,869	0	0	0	0	
Trf From Structural Reserve	0	0	50,000	0	364,860	314,860
<b>Total Income</b>	<b>3,567,875</b>	<b>1,046,050</b>	<b>1,372,312</b>	<b>1,287,925</b>	<b>1,692,172</b>	<b>319,860</b>
Less: Operating Expenditures	656,347	467,470	510,251	458,205	491,301	(18,949)
Less: Debt Service - City	200,000	200,000	400,000	400,000	400,000	0
Less: Debt Service - 2020 Borr	57,095	76,209	76,028	76,028	76,028	0
Less: Capital Items - Structural Re	0	0	50,000	0	364,860	314,860
Less: Trf to Structural Reserve	112,500	75,000	75,000	75,000	75,000	0
Less: Debt Reserve Fund	0	130,000	125,000	125,000	125,000	0
Less: Capital Upgrades	1,540,204	793,827	0	95,698	85,140	0
<b>Total Expenses &amp; Trf</b>	<b>2,566,146</b>	<b>1,742,506</b>	<b>1,236,279</b>	<b>1,229,931</b>	<b>1,617,329</b>	<b>295,911</b>

**City of Meadville  
DEP Budget**

**DEP Office Building**

**Expenditures:**

<i>Description</i>	<b>2020 Actual Expend</b>	<b>2021 Actual Expend</b>	<b>2022 Adopted Budget</b>	<b>2022 Projection Revenue</b>	<b>2023 Adopted Budget</b>	<b>Change From 2021 Budget</b>
Management Services	30,150	30,150	31,055	30,150	31,055	0
Onsite Personnel	11,782	8,115	5,585	8,500	8,755	3,170
Contracted Services	12,982	77,436	82,620	27,000	27,540	(55,080)
Telephone	2,970	3,871	4,284	4,350	4,437	153
Postage/M&S	15	481	758	250	253	(505)
Insurances	13,078	13,030	14,850	14,000	15,400	550
Utilities	64,842	54,712	66,577	75,546	89,026	22,449
Maintenance - General	20,527	22,464	23,175	26,000	26,780	3,605
Maintenance - Janitorial	75,817	74,092	84,150	76,000	77,520	(6,630)
Rental - Parking	132,660	132,660	144,720	144,720	156,780	12,060
Taxes	288,549	50,459	52,477	51,689	53,757	1,279
DEP Upgrade	2,975	0	0	0	0	0
<b>Total Operating Expenses</b>	<b>656,347</b>	<b>467,470</b>	<b>510,251</b>	<b>458,205</b>	<b>491,301</b>	<b>(18,949)</b>
Debt Service	200,000	200,000	400,000	400,000	400,000	0
Debt Service - 2020 Borrowing	57,095	76,209	76,028	76,028	76,028	0
Capital Items - Structural Reserve	0	0	50,000	0	364,860	314,860
Transfer to Structural Reserve	112,500	75,000	75,000	75,000	75,000	0
Debt Reserve Fund	0	130,000	125,000	125,000	125,000	0
Capital Projects	1,540,204	793,827		95,698	85,140	
<b>Grand Total Expenses</b>	<b>2,566,146</b>	<b>1,742,506</b>	<b>1,236,279</b>	<b>1,229,931</b>	<b>1,617,329</b>	<b>381,051</b>

**City of Meadville  
Special Revenue Funds  
Adopted Budget - 2023**

**Balizes Estate 49110**

**Revenues:**

<i>Description</i>	<i>2020 Actual Revenue</i>	<i>2021 Actual Revenue</i>	<i>2022 Adopted Budget</i>	<i>2022 Projected Revenues</i>
Beginning Cash	10,616	10,699	10,756	10,753
Interest Earned	83	54	60	48
<b>Total Revenues</b>	<b>10,699</b>	<b>10,753</b>	<b>10,816</b>	<b>10,801</b>

**Expenditures:**

<i>Description</i>	<i>2020 Actual Expend</i>	<i>2021 Actual Expend</i>	<i>2022 Adopted Budget</i>	<i>2022 Projected Expend</i>
General Expenses	0	0	0	0
<b>Total Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Ending Cash Balance</b>	<b>10,699</b>	<b>10,753</b>	<b>10,816</b>	<b>10,801</b>

Note: Fund Balance must be kept at \$10,000 dollars minimum.  
Interest from this amount is to be used by the Shade Tree Commission as they see fit to

**City of Meadville  
Special Revenue Funds  
Adopted Budget - 2023**

**Barco Fund 49120**

**Revenues:**

<i>Description</i>	<i>2020 Actual Revenue</i>	<i>2021 Actual Revenue</i>	<i>2022 Adopted Budget</i>	<i>2022 Projected Revenues</i>
Beginning Cash	19,704	19,857	19,962	19,958
Interest Earned	154	101	110	155
<b>Total Revenues</b>	<b>19,857</b>	<b>19,958</b>	<b>20,072</b>	<b>20,113</b>

**Expenditures:**

<i>Description</i>	<i>2020 Actual Expend</i>	<i>2021 Actual Expend</i>	<i>2022 Adopted Budget</i>	<i>2022 Projected Expend</i>
Beautification Projects	0	0	0	0
Advance to Other Funds	0	0	(75,000)	(75,000)
<b>Total Expenditures</b>	<b>0</b>	<b>0</b>	<b>(75,000)</b>	<b>(75,000)</b>
<b>Ending Cash Balance</b>	<b>19,857</b>	<b>19,958</b>	<b>95,072</b>	<b>95,113</b>

Note: Funds are used for City planting of grass, shrubs and trees and general beautification in  
Original principal was \$200,000 from the estate of George J. Barco to establish the En

**City of Meadville  
Special Revenue Funds  
Adopted Budget - 2023**

**Kenneth A. Beers Bicentennial 49130**

**Revenues:**

<i>Description</i>	<i>2020 Actual Revenue</i>	<i>2021 Actual Revenue</i>	<i>2022 Adopted Budget</i>	<i>2022 Projected Revenues</i>
Beginning Cash	185	186	187	187
Interest Earned	2	1	1	1
Donations	0	0	200	200
<hr/>				
Total Revenues	186	187	388	388

**Expenditures:**

<i>Description</i>	<i>2020 Actual Expend</i>	<i>2021 Actual Expend</i>	<i>2022 Adopted Budget</i>	<i>2022 Projected Expend</i>
Beautification/Maint	0	0	300	0
Cabin Repair	0	0	0	0
<hr/>				
Total Expenditures	0	0	300	0
Ending Cash Balance	186	187	88	388

Note: The fund was established after the David Mead log cabin was built in 1988. A 2014 fund of \$10,000 in which to repair the cabin.

**City of Meadville  
Special Revenue Funds  
Adopted Budget - 2023**

**Bulen Band Shell 49140**

**Revenues:**

<i>Description</i>	<i>2020 Actual Revenue</i>	<i>2021 Actual Revenue</i>	<i>2022 Adopted Budget</i>	<i>2022 Projected Revenues</i>
Beginning Cash	121,464	122,393	125,672	126,173
Interest Earned	949	631	750	572
Trust Transfers	3,000	3,869	3,000	3,000
<b>Total Revenues</b>	<b>125,413</b>	<b>126,893</b>	<b>129,422</b>	<b>129,744</b>

**Expenditures:**

<i>Description</i>	<i>2020 Actual Expend</i>	<i>2021 Actual Expend</i>	<i>2022 Adopted Budget</i>	<i>2022 Projected Expend</i>
General Maint/Improvements	3,021	720	4,500	330
<b>Total Expenditures</b>	<b>3,021</b>	<b>720</b>	<b>4,500</b>	<b>330</b>
<b>Ending Cash Balance</b>	<b>122,393</b>	<b>126,173</b>	<b>124,922</b>	<b>129,414</b>

Note: The City receives \$3,000 annually from the Dexter A. Bulen Trust Estate.  
For the care and maintenance of the band stand (Gazebo)

**City of Meadville  
Special Revenue Funds  
Adopted Budget - 2023**

**Mary DeArment Park                      49150**

**Revenues:**

<i>Description</i>	<i>2020 Actual Revenue</i>	<i>2021 Actual Revenue</i>	<i>2022 Adopted Budget</i>	<i>2022 Projected Revenues</i>
Beginning Cash	7,398	7,455	8,994	8,995
Interest Earned	58	40	40	41
Transfer In (City)		1,500	0	
<b>Total Revenues</b>	<b>7,455</b>	<b>8,995</b>	<b>9,034</b>	<b>9,035</b>

**Expenditures:**

<i>Description</i>	<i>2020 Actual Expend</i>	<i>2021 Actual Expend</i>	<i>2022 Adopted Budget</i>	<i>2022 Projected Expend</i>
General Maintenance	0	0	0	0
<b>Total Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Ending Cash Balance</b>	<b>7,455</b>	<b>8,995</b>	<b>9,034</b>	<b>9,035</b>

Note: Fund Balance must be kept at \$9,000 dollars minimum.  
Funds are to be used for upkeep and replanting at the park.

**City of Meadville  
Special Revenue Funds  
Adopted Budget - 2023**

**Judith P. Eells Fund  
Beautification Committee F      49160**

**Revenues:**

<i>Description</i>	<i>2020 Actual Revenue</i>	<i>2021 Actual Revenue</i>	<i>2022 Adopted Budget</i>	<i>2022 Projected Revenues</i>
Beginning Cash	83,837	82,250	90,743	101,407
Interest Earned	660	460	500	461
Donations	1,150	1,415	500	481
Trust Transfers	1,955	17,281	2,250	2,120
<b>Total Revenues</b>	<b>87,602</b>	<b>101,407</b>	<b>93,993</b>	<b>104,469</b>

**Expenditures:**

<i>Description</i>	<i>2020 Actual Expend</i>	<i>2021 Actual Expend</i>	<i>2022 Adopted Budget</i>	<i>2022 Projected Expend</i>
General Maintenance	3,900	0	5,000	2,500
General Expense	1,451	0	500	0
Discretionary Expenses			0	0
<b>Total Expenditures</b>	<b>5,351</b>	<b>0</b>	<b>5,500</b>	<b>2,500</b>

Ending Cash Balance	82,250	101,407	88,493	101,969
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Note: Fund was established in 2001 from the estate of Judith P. Eells. The City receives annu proceeds from this bequest. Monies are to be used for trees and shrubs in the public rig

**City of Meadville  
Special Revenue Funds  
Adopted Budget - 2023**

**Shippen Fountain Fund                    49170**

**Revenues:**

<i>Description</i>	<i>2020 Actual Revenue</i>	<i>2021 Actual Revenue</i>	<i>2022 Adopted Budget</i>	<i>2022 Projected Revenues</i>
Beginning Cash	14,441	15,096	15,778	15,897
Interest Earned	115	79	85	72
Donations	600	800	500	400
<hr/>				
Total Revenues	15,156	15,975	16,363	16,369

**Expenditures:**

<i>Description</i>	<i>2020 Actual Expend</i>	<i>2021 Actual Expend</i>	<i>2022 Adopted Budget</i>	<i>2022 Projected Expend</i>
General Maint/Restoration	60	77	5,000	203
<hr/>				
Total Expenditures	60	77	5,000	203
Ending Cash Balance	15,096	15,897	11,363	16,166

Note: Fund was established in 2010. Oversight committee members are Lori A Soff, City Mayor  
The purpose of the fund is to generate private donations in order to maintain the Shippen  
A brick sidewalk around the fountain has been installed and donations from the sale of  
used for on-going maintenance of the fountain.

**City of Meadville  
Special Revenue Funds  
Adopted Budget - 2023**

**Memorial Tree Fund                      49610**

**Revenues:**

<i>Description</i>	<i>2020 Actual Revenue</i>	<i>2021 Actual Revenue</i>	<i>2022 Adopted Budget</i>	<i>2022 Projected Revenues</i>
Beginning Cash	718	2,662	2,865	2,865
Interest Earned	15	15	15	15
Donations	730	0	150	350
Trust Transfers	1,199	189	1,200	190,302
<hr/>				
Total Revenues	2,662	2,865	4,230	193,532

**Expenditures:**

<i>Description</i>	<i>2020 Actual Expend</i>	<i>2021 Actual Expend</i>	<i>2022 Adopted Budget</i>	<i>2022 Projected Expend</i>
Planting/General	0	0	1,500	0
<hr/>				
Total Expenditures	0	0	1,500	0
<hr/>				
Ending Cash Balance	2,662	2,865	2,730	193,532

Note: Fund was established by Louise E Sturdevant Estate in 1985.  
Funds are used for general tree planting throughout the City.

**City of Meadville  
Special Revenue Funds  
Adopted Budget - 2023**

**Memorial Day Committee            49710**

**Revenues:**

<i>Description</i>	<i>2020 Actual Revenue</i>	<i>2021 Actual Revenue</i>	<i>2022 Adopted Budget</i>	<i>2022 Projected Revenues</i>
Beginning Cash	2,500	3,675	3,385	3,284
Interest Earned	28	18	20	18
City of Meadville	50	0	0	0
Donations	2,110	200	2,000	1,650
<hr/>				
Total Revenues	4,688	3,893	5,405	4,952

**Expenditures:**

<i>Description</i>	<i>2020 Actual Expend</i>	<i>2021 Actual Expend</i>	<i>2022 Adopted Budget</i>	<i>2022 Projected Expend</i>
General Expense	1,012	610	1,500	768
<hr/>				
Total Expenditures	1,012	610	1,500	768
<hr/>				
Ending Cash Balance	3,675	3,284	3,905	4,184

Note: This committee was formed to organize and run the Memorial Day Parade and other rel

**City of Meadville  
Special Revenue Funds  
Adopted Budget - 2023**

**Kepler Rental Fund                      49810**

**Revenues:**

<i>Description</i>	<i>2020 Actual Revenue</i>	<i>2021 Actual Revenue</i>	<i>2022 Adopted Budget</i>	<i>2022 Projected Revenues</i>
Interest Earned	250	272	225	297
Rent - Tenants	101,123	99,376	105,000	92,923
<b>Total Operating Revenues</b>	<b>101,373</b>	<b>99,648</b>	<b>105,225</b>	<b>93,220</b>
Add: Prior Yr Balance	29,538	47,523	80,699	79,343
<b>Total Cash Available</b>	<b>130,911</b>	<b>147,171</b>	<b>185,924</b>	<b>172,563</b>

**Expenditures:**

<i>Description</i>	<i>2020 Actual Expend</i>	<i>2021 Actual Expend</i>	<i>2022 Adopted Budget</i>	<i>2022 Projected Expend</i>
Contracted Services	1,427	0	0	0
Condo Fees	51,396	51,396	52,000	51,373
Parking Rental	3,780	3,780	3,780	3,780
Legal	0	0	750	1,000
Materials & Supplies	0	0	2,000	500
Insurance	3,791	3,798	3,700	6,803
Utilities	5,123	5,363	5,400	5,503
Maint - Facilities/Bld Out	1,189	653	3,000	1,000
Current Taxes	16,517	2,838	6,300	6,461
General Expenses	166	0	750	250
<b>Total Expenditures</b>	<b>83,389</b>	<b>67,828</b>	<b>77,680</b>	<b>76,670</b>
<b>Net Operating Income (Loss)</b>	<b>17,985</b>	<b>31,820</b>	<b>27,545</b>	<b>16,550</b>
Less: Advance Repayment	0	0	75,000	75,000
Less: Back Taxes-'09 thru '12			0	0

Ending Cash Balance	<u>47,523</u>	<u>79,343</u>	<u>33,244</u>	<u>20,893</u>
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Note: This fund was established in 2013 when the City foreclosed on the Kepler Commercial \$500,000 loan to the project developer. The City staff oversees the rental and maintenance

**City of Meadville  
Special Revenue Funds  
Adopted Budget - 2023**

**Summary**

**Available Cash:**

<i>Description</i>	<i>2020 Actual Revenue</i>	<i>2021 Actual Revenue</i>	<i>2022 Adopted Budget</i>	<i>2022 Projected Revenues</i>
Balizet Estate	10,699	10,753	10,816	10,801
Barco Fund	19,857	19,958	20,072	20,113
Kenneth A. Beers Bicentennial F	186	187	388	388
Bulen Band Shell	125,413	126,893	129,422	129,744
Mary DeArment Park	7,455	8,995	9,034	9,035
Beautification Committee Fund	87,602	101,407	93,993	104,469
Shippen Fountain Fund	15,156	15,975	16,363	16,369
Sub-Total	266,369	284,169	280,089	290,921
Memorial Day Committee	4,688	3,893	5,405	4,952
Memorial Tree Fund	2,662	2,865	4,230	193,532
Kepler Rental Fund	130,911	147,171	185,924	172,563
Sub-Total	138,261	153,929	195,559	371,047
Total Revenues	404,630	438,098	475,648	661,967

**City of Meadville  
Special Revenue Funds  
Adopted Budget - 2023**

**Summary**

**Expenditures:**

<i>Description</i>	<i>2020 Actual Expend</i>	<i>2021 Actual Expend</i>	<i>2022 Adopted Budget</i>	<i>2022 Projected Expend</i>
Baliget Estate	0	0	0	0
Barco Fund	0	0	(75,000)	(75,000)
Kenneth A. Beers Bicentennial F	0	0	300	0
Bulen Band Shell	3,021	720	4,500	330
Mary DeArment Park	0	0	0	0
Beautification Committee Fund	5,351	0	5,500	2,500
Shippen Fountain Fund	60	77	5,000	203
Sub-Total	8,432	797	(59,700)	(71,967)
Memorial Day Committee	1,012	610	1,500	768
Memorial Tree Fund	0	0	1,500	0
Kepler Rental Fund	83,389	67,828	77,680	76,670
Sub-Total	84,401	68,438	80,680	77,438
Total Expenditures	92,833	69,235	20,980	5,471
Ending Cash Balance	311,797	368,863	454,668	656,497

**City of Meadville  
Special Revenue Funds  
Adopted Budget - 2023**

**Balizes Estate**

**Revenues:**

<i>Description</i>	<i>2023 Adopted Budget</i>	<i>Change From 2022 Budget</i>
Beginning Cash	10,801	45
Interest Earned	50	(10)
	<hr/>	
Total Revenues	10,851	35

**Expenditures:**

<i>Description</i>	<i>2023 Adopted Budget</i>	<i>Change From 2022 Budget</i>
General Expenses	0	0
	<hr/>	
Total Expenditures	0	0
Ending Cash Balance	<u>10,851</u>	<u>35</u>

Note: Fund Balance must be k  
Interest from this amount beautify the City.

**City of Meadville  
Special Revenue Funds  
Adopted Budget - 2023**

**Barco Fund**

**Revenues:**

<i>Description</i>	<i>2023 Adopted Budget</i>	<i>Change From 2022 Budget</i>
Beginning Cash	95,113	75,150
Interest Earned	150	40
Total Revenues	95,263	75,190

**Expenditures:**

<i>Description</i>	<i>2023 Adopted Budget</i>	<i>Change From 2022 Budget</i>
Beautification Projects	0	0
Advance to Other Funds	(100,000)	(25,000)
Total Expenditures	(100,000)	(25,000)
Ending Cash Balance	195,263	100,190

Note: Funds are used for City the right of way or public area.  
Original principal was imalinel D. Barco Beautification

**City of Meadville  
Special Revenue Funds  
Adopted Budget - 2023**

**Kenneth A. Beers Bicentennial**

**Revenues:**

<i>Description</i>	<i>2023 Adopted Budget</i>	<i>Change From 2022 Budget</i>
Beginning Cash	388	201
Interest Earned	1	0
Donations	200	0
<hr/>		
Total Revenues	589	201

**Expenditures:**

<i>Description</i>	<i>2023 Adopted Budget</i>	<i>Change From 2022 Budget</i>
Beautification/Maint Cabin Repair	300	0
	0	
<hr/>		
Total Expenditures	300	0
Ending Cash Balance	289	201

Note: The fund was established drive raised over \$10,000 in which to rep

**City of Meadville  
Special Revenue Funds  
Adopted Budget - 2023**

**Bulen Band Shell**

**Revenues:**

<i>Description</i>	<i>2023 Adopted Budget</i>	<i>Change From 2022 Budget</i>
Beginning Cash	129,414	3,743
Interest Earned	650	(100)
Trust Transfers	3,000	0
Total Revenues	133,064	3,643

**Expenditures:**

<i>Description</i>	<i>2023 Adopted Budget</i>	<i>Change From 2022 Budget</i>
General Maint/Improvements	4,500	0
Total Expenditures	4,500	0
Ending Cash Balance	128,564	3,643

Note: The City receives \$3,00  
For the care and mainta

**City of Meadville  
Special Revenue Funds  
Adopted Budget - 2023**

**Mary DeArment Park**

**Revenues:**

<i>Description</i>	<i>2023 Adopted Budget</i>	<i>Change From 2022 Budget</i>
Beginning Cash	9,035	41
Interest Earned	40	0
Transfer In (City)	0	0
<hr/>		
Total Revenues	9,075	41

**Expenditures:**

<i>Description</i>	<i>2023 Adopted Budget</i>	<i>Change From 2022 Budget</i>
General Maintenance	0	0
<hr/>		
Total Expenditures	0	0
Ending Cash Balance	<u>9,075</u>	<u>41</u>

Note: Fund Balance must be  
Funds are to be used for

**City of Meadville  
Special Revenue Funds  
Adopted Budget - 2023**

**Judith P. Eells Fund  
Beautification Committee F**

**Revenues:**

<i>Description</i>	<i>2023 Adopted Budget</i>	<i>Change From 2022 Budget</i>
Beginning Cash	101,969	11,226
Interest Earned	500	0
Donations	500	0
Trust Transfers	2,250	0
<hr/>		
Total Revenues	105,219	11,226

**Expenditures:**

<i>Description</i>	<i>2023 Adopted Budget</i>	<i>Change From 2022 Budget</i>
General Maintenance	5,000	0
General Expense	500	0
Discretionary Expenses	3,000	3,000
<hr/>		
Total Expenditures	8,500	3,000

Ending Cash Balance	<u>96,719</u>	<u>8,226</u>
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Note: Fund was established in  
proceeds from this beqht of way.

**City of Meadville  
Special Revenue Funds  
Adopted Budget - 2023**

**Shippen Fountain Fund**

**Revenues:**

<i>Description</i>	<i>2023 Adopted Budget</i>	<i>Change From 2022 Budget</i>
Beginning Cash	16,166	388
Interest Earned	85	0
Donations	500	0
<hr/>		
Total Revenues	16,751	388

**Expenditures:**

<i>Description</i>	<i>2023 Adopted Budget</i>	<i>Change From 2022 Budget</i>
General Maint/Restoration	5,000	0
<hr/>		
Total Expenditures	5,000	0
Ending Cash Balance	<u>11,751</u>	<u>388</u>

Note: Fund was established in 1978 and the City Finance Director  
The purpose of the fund is Fountain & the fencing to its  
A brick sidewalk around engraved bricks will be  
used for on-going maintenance

**City of Meadville  
Special Revenue Funds  
Adopted Budget - 2023**

**Memorial Tree Fund**

**Revenues:**

<i>Description</i>	<i>2023 Adopted Budget</i>	<i>Change From 2022 Budget</i>
Beginning Cash	193,532	190,667
Interest Earned	2,850	2,835
Donations	150	0
Trust Transfers	0	(1,200)
Total Revenues	196,532	192,302

**Expenditures:**

<i>Description</i>	<i>2023 Adopted Budget</i>	<i>Change From 2022 Budget</i>
Planting/General	1,500	0
Total Expenditures	1,500	0
Ending Cash Balance	195,032	192,302

Note: Fund was established by  
Funds are used for gene

**City of Meadville  
Special Revenue Funds  
Adopted Budget - 2023**

**Memorial Day Committee**

**Revenues:**

<i>Description</i>	<i>2023 Adopted Budget</i>	<i>Change From 2022 Budget</i>
Beginning Cash	4,184	799
Interest Earned	20	0
City of Meadville	0	0
Donations	2,000	0
Total Revenues	6,204	799

**Expenditures:**

<i>Description</i>	<i>2023 Adopted Budget</i>	<i>Change From 2022 Budget</i>
General Expense	1,500	0
Total Expenditures	1,500	0
Ending Cash Balance	4,704	799

Note: This committee was forated festivities.

**City of Meadville  
Special Revenue Funds  
Adopted Budget - 2023**

**Kepler Rental Fund**

**Revenues:**

<i>Description</i>	<i>2023 Adopted Budget</i>	<i>Change From 2022 Budget</i>
Interest Earned	225	0
Rent - Tenants	92,916	(12,084)
Total Operating Revenues	93,141	
Add: Prior Yr Balance	20,893	
Total Cash Available	<u>114,034</u>	

**Expenditures:**

<i>Description</i>	<i>2023 Adopted Budget</i>	<i>Change From 2022 Budget</i>
Contracted Services	0	0
Condo Fees	51,396	(604)
Parking Rental	3,780	0
Legal	750	0
Materials & Supplies	1,500	(500)
Insurance	6,803	3,103
Utilities	5,400	0
Maint - Facilities/Bld Out	3,000	0
Current Taxes	6,784	484
General Expenses	750	0
Total Expenditures	<u>80,163</u>	2,483
Net Operating Income (Loss)	12,978	(2,483)
Less: Advance Repayment	25,000	
Less: Back Taxes-'09 thru '12	<u>0</u>	

Ending Cash Balance 8,871

Note: This fund was establish Condo space in order to secure :  
\$500,000 loan to the prnce of commerical spaces.

**City of Meadville  
Special Revenue Funds  
Adopted Budget - 2023**

**Summary**

**Available Cash:**

<i>Description</i>	<i>2023 Adopted Budget</i>	<i>Change From 2022 Budget</i>
Baliget Estate	10,851	35
Barco Fund	95,263	75,190
Kenneth A. Beers Bicentennial F	589	201
Bulen Band Shell	133,064	3,643
Mary DeArment Park	9,075	41
Beautification Committee Fund	105,219	11,226
Shippen Fountain Fund	16,751	388
Sub-Total	370,814	90,725
Memorial Day Committee	6,204	799
Memorial Tree Fund	196,532	192,302
Kepler Rental Fund	114,034	0
Sub-Total	316,770	193,101
Total Revenues	687,584	283,826

**City of Meadville  
Special Revenue Funds  
Adopted Budget - 2023**

**Summary**

**Expenditures:**

<i>Description</i>	<i>2023 Adopted Budget</i>	<i>Change From 2022 Budget</i>
Baliget Estate	0	0
Barco Fund	(100,000)	(25,000)
Kenneth A. Beers Bicentennial F	300	0
Bulen Band Shell	4,500	0
Mary DeArment Park	0	0
Beautification Committee Fund	8,500	3,000
Shippen Fountain Fund	5,000	0
Sub-Total	(81,700)	(22,000)
Memorial Day Committee	1,500	0
Memorial Tree Fund	1,500	0
Kepler Rental Fund	80,163	2,483
Sub-Total	83,163	2,483
Total Expenditures	1,463	(19,517)
Ending Cash Balance	686,120	303,343

**City of Meadville**  
**City Debt**  
**Adopted Budget - 2023**

<i>Year</i>	<i>Amount Borrowed</i>	<i>@12-31-2022 Outstanding Principal</i>	<i>2022 Principal Payment</i>	<i>Interest Rate</i>	<i>Comments</i>	<i>End Date</i>
<b>2006 RHS Notes:</b>						
Parking Fund	820,000	639,436	15,797	4.50%	40 yr issue. Used for the construction of the the Market Sq parking garage.	2046
<b>2017 Series B Bonds:</b>						
General Fund	9,502,950	9,282,000	4,550	1.6% - 3.375%	Refunded 2012 and 2012 A	2039
Parking Fund	922,050	918,000	450			
<b>2018 Series Bonds:</b>						
General Fund	6,840,000	6,815,000	5,000	2.0% - 2.75%	Refunded 2013 A Bonds - 3 yr GF Capital Projects	2041
<b>2020 Series A Bonds:</b>						
General Fund Pension	5,500,000	2,035,000	455,000	2.0% - 3.0%	Taxable issue to fund pension unfunded liability Refunded 2010 Bonds	2030
<b>2020 Series B Bonds</b>						
General Fund	4,905,000	3,870,000	420,000	2.0% - 2.75%	Refunded 2014 Series A-B-C	2031
DEP	2,600,000	2,585,000	5,000		monies for structural improvements	
<b>2020 Series C Bonds:</b>						
General Fund	2,150,000	1,677,500	123,950	1.0% - 3.0%	Refunded 2015 B Bonds	2030
Parking Fund	1,050,000	817,500	61,050			
<b>2021 Series Bonds:</b>						
General Fund	4,175,000	4,175,000	5,000	2.0% - 3.0%	3 yr capital projects - Premium bond	2044
<b>2022 Series Bonds:</b>						
General Fund Pension	7,460,000	6,470,000	930,000	1.5% - 2.8%	Taxable issue to fund pension unfunded liability	2032
Grand Total	<u>45,925,000</u>	<u>39,284,436</u>	<u>2,025,797</u>			

**City of Meadville City  
Authority Debt  
Adopted Budget - 2023**

<i>Year</i>	<i>Amount Borrowed</i>	<i>@12-31-2022 Outstanding Principal</i>	<i>2022 Principal Payment</i>	<i>Interest Rate</i>	<i>Comments</i>	<i>End Date</i>
<b>2012 Series B Bonds:</b>						
MASA Note	3,110,000	2,390,000	185,000	1.0% - 3.05%	New monies 3 yr construction projects	2027
<b>2013 Series B Bonds:</b>						
MASA Note	1,585,000	1,405,000	65,000	1.0% - 2.60%	New monies for capital projects	2028
<b>2014 Series C Bonds:</b>						
MASA Note	1,930,000	1,055,000	120,000	1.0% - 3.0%	Refunded 2014 C which were new projects	2037
<b>2015 Series A Bonds:</b>						
MASA Note	9,410,000	1,935,000	610,000	1.0% - 3.0%	Refunded 1995 A Note - MASA for sewer plant and extensions.	2030
<b>2017 B Series Bonds:</b>						
MASA Note	2,000,000	820,000	150,000	1.6% - 3.375%	Refunded 2012 and 2012 A	2025
<b>2019 Series Bonds:</b>						
MAWA Note	8,420,000	8,145,000	435,000	2.0% - 4.0%	New monies for capital projects - Refunded 2013 D Bonds	2027
<b>2020 B Series Bonds:</b>						
MASA Note	1,005,000	990,000	5,000	2.0% - 3.0%	New monies for capital projects	2039
 Grand Total	 <u>27,460,000</u>	 <u>16,740,000</u>	 <u>1,570,000</u>			

**City of Meadville Debt  
Service Summary  
Adopted Budget - 2023**

<i>Year</i>	<i>Amount Borrowed</i>	<i>@12-31-2022 Outstanding Principal</i>	<i>2022 Principal Payment</i>	<i>Interest Rate</i>	<i>Comments</i>	<i>End Date</i>
<b>2006 RHS Notes:</b>						
Parking Fund	820,000	639,436	15,797	4.50%	40 yr issue. Used for the construction of the the Market Sq parking garage.	2046
<b>2017 Series B Bonds:</b>						
General Fund	9,502,950	9,282,000	4,550	1.6% - 3.375%	Refunded 2012 and 2012 A	2039
Parking Fund	922,050	918,000	450			
<b>2018 Series Bonds:</b>						
General Fund	6,840,000	6,815,000	5,000	2.0% - 2.75%	Refunded 2013 A Bonds - 3 yr GF Capital Projects	2041
<b>2020 Series A Bonds:</b>						
General Fund Pension	5,500,000	2,035,000	455,000	2.0% - 3.0%	Taxable issue to fund pension unfunded liability Refunded 2010 Bonds	2030
<b>2020 Series B Bonds</b>						
General Fund	4,905,000	3,870,000	420,000	2.0% - 2.75%	Refunded 2014 Series A-B-C	2031
DEP	2,600,000	2,585,000	5,000		monies for structural improvements	
<b>2020 Series C Bonds:</b>						
General Fund	2,150,000	1,677,500	123,950	1.0% - 3.0%	Refunded 2015 B Bonds	2030
Parking Fund	1,050,000	817,500	61,050			
<b>2021 Series Bonds:</b>						
General Fund	4,175,000	4,175,000	5,000	2.0% - 3.0%	3 yr capital projects - Premium bond	2044
<b>2022 Series Bonds:</b>						
General Fund Pension	7,460,000	6,470,000	930,000	1.5% - 2.8%	Taxable issue to fund pension unfunded liability	2032
<b>2012 Series B Bonds:</b>						
MASA Note	3,110,000	2,390,000	185,000	1.0% - 3.05%	New monies 3 yr construction projects	2027

**City of Meadville Debt  
Service Summary  
Adopted Budget - 2023**

<i>Year</i>	<i>Amount Borrowed</i>	<i>@12-31-2022 Outstanding Principal</i>	<i>2022 Principal Payment</i>	<i>Interest Rate</i>	<i>Comments</i>	<i>End Date</i>
<b>2013 Series B Bonds:</b>						
MASA Note	1,585,000	1,405,000	65,000	1.0% - 2.60%	New monies for capital projects	2028
<b>2014 Series C Bonds:</b>						
MASA Note	1,930,000	1,055,000	120,000	1.0% - 3.0%	Refunded 2014 C which were new projects	2037
<b>2015 Series A Bonds:</b>						
MASA Note	9,410,000	1,935,000	610,000	1.0% - 3.0%	Refunded 1995 A Note - MASA for sewer plant and extensions.	2030
<b>2017 B Series Bonds:</b>						
MASA Note	2,000,000	820,000	150,000	1.6% - 3.375%	Refunded 2012 and 2012 A	2025
<b>2019 Series Bonds:</b>						
MAWA Note	8,420,000	8,145,000	435,000	2.0% - 4.0%	New monies for capital projects - Refunded 2013 D Bonds	2027
<b>2020 B Series Bonds:</b>						
MASA Note	1,005,000	990,000	5,000	2.0% - 3.0%	New monies for capital projects	2039
<b>Grand Total</b>	<u>73,385,000</u>	<u>56,024,436</u>	<u>3,595,797</u>			

**City of Meadville  
Special Revenue Funds  
Debt & Capital Funds  
Adopted Budget - 2023**

**Summary**

**Revenues:**

<i>Description</i>	<i>2020 Actual Revenues</i>	<i>2021 Actual Revenues</i>	<i>2022 Adopted Budget</i>	<i>2022 Projected Revenues</i>	<i>2023 Adopted Budget</i>	<i>Change From 2022 Budget</i>
Beginning Cash	3,016,381	3,266,453	3,258,891	3,498,386	3,242,715	(16,176)
Interest Earned	28,887	26,645	32,937	23,941	48,001	15,063
Transfers In/Due From	200,000	580,000	405,405	400,000	400,000	0
<b>Total Revenues</b>	<b>3,245,267</b>	<b>3,873,098</b>	<b>3,697,233</b>	<b>3,922,327</b>	<b>3,690,715</b>	<b>(1,113)</b>

**Expenditures:**

<i>Description</i>	<i>2020 Actual Expend</i>	<i>2021 Actual Expend</i>	<i>2022 Adopted Budget</i>	<i>2022 Projected Expend</i>	<i>2023 Adopted Budget</i>	<i>Change From 2022 Budget</i>
Expenses/Transfers	0	598,000	708,420	685,757	542,663	(165,757)
<b>Ending Cash Balance</b>	<b>3,245,267</b>	<b>3,275,098</b>	<b>2,988,814</b>	<b>3,236,570</b>	<b>3,148,053</b>	<b>164,644</b>

**City of Meadville  
Special Revenue Funds  
Debt & Capital Funds  
Adopted Budget - 2023**

**Debt Retirement Reserve 49310**

**Revenues:**

<i>Description</i>	<i>2020 Actual Revenues</i>	<i>2021 Actual Revenues</i>	<i>2022 Adopted Budget</i>	<i>2022 Projected Revenues</i>	<i>2023 Adopted Budget</i>	<i>Change From 2022 Budget</i>
Beginning Cash	474,465	403,517	635,757	635,450	563,042	(72,714)
Interest Earned	4,052	1,933	3,815	2,592	8,446	4,631
Transfers In/Due From	200,000	580,000	400,000	400,000	400,000	0
<b>Total Revenues</b>	<b>678,517</b>	<b>985,450</b>	<b>1,039,571</b>	<b>1,038,042</b>	<b>971,488</b>	<b>(68,083)</b>

**Expenditures:**

<i>Description</i>	<i>2020 Actual Expend</i>	<i>2021 Actual Expend</i>	<i>2022 Adopted Budget</i>	<i>2022 Projected Expend</i>	<i>2023 Adopted Budget</i>	<i>Change From 2022 Budget</i>
Debt Service	275,000	275,000	400,000	400,000	400,000	0
Trf To MASA		75,000	75,000	75,000	0	(75,000)
<b>Total Expenditures</b>	<b>275,000</b>	<b>350,000</b>	<b>475,000</b>	<b>475,000</b>	<b>400,000</b>	<b>(75,000)</b>
<b>Ending Cash Balance</b>	<b>403,517</b>	<b>635,450</b>	<b>564,571</b>	<b>563,042</b>	<b>571,488</b>	<b>6,917</b>

Note: Fund was established in 1992 with the proceeds of the sale of the water system to MAWA in the amount of \$2,910,707. In 1993, \$2,910,707 in debt service was paid. In 1997 \$2,000,000 was put in this fund from the proceeds of the sale of the sewer system. This fund was established to help offset the yearly cost of the City's debt service.

**City of Meadville  
Special Revenue Funds  
Debt & Capital Funds  
Adopted Budget - 2023**

**Long Term Capital Reserve 49315**

**Revenues:**

<i>Description</i>	<i>2020 Actual Revenues</i>	<i>2021 Actual Revenues</i>	<i>2022 Adopted Budget</i>	<i>2022 Projected Revenues</i>	<i>2023 Adopted Budget</i>	<i>Change From 2022 Budget</i>
Beginning Cash	2,078,825	2,058,492	2,036,046	2,058,492	2,023,020	(13,026)
Interest Earned	23,481	21,811	25,720	18,383	30,005	4,285
Transfer In Parking Fund (Deck Lig	16,227	0	0	0	0	0
Rec Auth Loan (Pool Liner/Roof - 2	4,958	4,148	5,405	6,145	6,145	740
<b>Total Revenues</b>	<b>2,123,492</b>	<b>2,084,451</b>	<b>2,067,171</b>	<b>2,083,020</b>	<b>2,059,170</b>	<b>(8,001)</b>

**Expenditures:**

<i>Description</i>	<i>2020 Actual Expend</i>	<i>2021 Actual Expend</i>	<i>2022 Adopted Budget</i>	<i>2022 Projected Expend</i>	<i>2023 Adopted Budget</i>	<i>Change From 2022 Budget</i>
Loan to RDA (DEP)	0	0	0	0	0	0
Trf to General Fund Capital	10,000	10,000	10,000	10,000	0	(10,000)
Rec Auth Loan (Pool Liner/Roof)		70,000				0
City/RDA Redevelopment Fund	0	18,000	77,663	50,000	27,663	(50,000)
Market Auth Advance (Grant)	55,000	(50,000)	(5,000)	0	(5,000)	0
<b>Total Expenditures</b>	<b>65,000</b>	<b>48,000</b>	<b>82,663</b>	<b>60,000</b>	<b>22,663</b>	<b>(60,000)</b>
<b>Ending Cash Balance</b>	<b>2,058,492</b>	<b>2,036,451</b>	<b>1,984,508</b>	<b>2,023,020</b>	<b>2,036,507</b>	<b>51,999</b>

Note: Fund was established in 1992 with the proceeds of the sale of the water system to MAWA in the amount of

The interest earned is used for capital projects.

**City of Meadville  
Special Revenue Funds  
Debt & Capital Funds  
Adopted Budget - 2023**

**Rate Stabilization Fund 49320**

**Revenues:**

<i>Description</i>	<i>2020 Actual Revenues</i>	<i>2021 Actual Revenues</i>	<i>2022 Adopted Budget</i>	<i>2022 Projected Revenues</i>	<i>2023 Adopted Budget</i>	<i>Change From 2022 Budget</i>
Beginning Cash	463,091	804,444	587,089	804,444	656,653	69,564
Interest Earned	1,354	2,901	3,403	2,966	9,550	6,147
<b>Total Revenues</b>	<b>464,444</b>	<b>807,345</b>	<b>590,491</b>	<b>807,410</b>	<b>666,203</b>	<b>75,711</b>

**Expenditures:**

<i>Description</i>	<i>2020 Actual Expend</i>	<i>2021 Actual Expend</i>	<i>2022 Adopted Budget</i>	<i>2022 Projected Expend</i>	<i>2023 Adopted Budget</i>	<i>Change From 2022 Budget</i>
Trf to GF - Interest Earned	20,000	0	20,000	20,000	20,000	0
Transfer to GF - Principal	(360,000)	200,000	130,757	130,757	33,057	(97,700)
Claims Expense			0	0	0	0
<b>Total Expenditures</b>	<b>(340,000)</b>	<b>200,000</b>	<b>150,757</b>	<b>150,757</b>	<b>53,057</b>	<b>(97,700)</b>
Ending Cash Balance	804,444	607,345	439,734	656,653	613,146	173,411
Payroll Fund Advance	(350,000)	(350,000)	(350,000)	(350,000)	(350,000)	
GF Advance						
Debt Service Fd Advance						
RDA Loan - Land	(200,000)	(200,000)	(200,000)	(200,000)	(200,000)	
RDA Loan - Kepler						
Parking Fund Loan	0	0	0	0	0	
Parking Capital Fund Loan	0	0	0	0	0	
<b>Total</b>	<b>(550,000)</b>	<b>(550,000)</b>	<b>(550,000)</b>	<b>(550,000)</b>	<b>(550,000)</b>	

Adjusted Cash Balance	<u>1,354,444</u>	<u>1,157,345</u>	<u>989,734</u>	<u>1,206,653</u>	<u>1,163,146</u>
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Note: Fund was established in 1997 with monies from the sale of the sewer system in the amount of \$1,940,125. Principal and interest from this fund can be transferred to the General Fund for budget short falls at the dire  
The City loaned \$500,000 in 2008 to RDA, which in turn loaned to Yoder for completion of the Kepler  
Commercial space project. In 2013 the City took the deed to the property in lieu of foreclosure.  
\$350,000 has been advanced to the Payroll Fund to cover payroll and health cost payments until paid by ot  
In 2008 the city loaned RDA \$200,000 for Kepler project expenses. The loan is secured by a mortgage o

**City of Meadville  
Special Revenue Funds  
Debt & Capital Funds  
Adopted Budget - 2023**

**Summary**

**Revenues:**

<i>Description</i>	<i>2020 Actual Revenues</i>	<i>2021 Actual Revenues</i>	<i>2022 Adopted Budget</i>	<i>2022 Projected Revenues</i>	<i>2023 Adopted Budget</i>	<i>Change From 2022 Budget</i>
Beginning Cash	3,016,381	3,266,453	3,258,891	3,498,386	3,242,715	(16,176)
Interest Earned	28,887	26,645	32,937	23,941	48,001	15,063
Transfers In/Due From	200,000	580,000	405,405	400,000	400,000	0
<b>Total Revenues</b>	<b>3,245,267</b>	<b>3,873,098</b>	<b>3,697,233</b>	<b>3,922,327</b>	<b>3,690,715</b>	<b>(1,113)</b>

**Expenditures:**

<i>Description</i>	<i>2020 Actual Expend</i>	<i>2021 Actual Expend</i>	<i>2022 Adopted Budget</i>	<i>2022 Projected Expend</i>	<i>2023 Adopted Budget</i>	<i>Change From 2022 Budget</i>
Expenses/Transfers	0	598,000	708,420	685,757	475,720	(232,700)
<b>Ending Cash Balance</b>	<b>3,245,267</b>	<b>3,275,098</b>	<b>2,988,814</b>	<b>3,236,570</b>	<b>3,214,996</b>	<b>231,587</b>

**City of Meadville**  
**Transfer Budget Summary**  
**Adopted Budget - 2023**

<i>Agency</i>	<i>2020 Actual Expend</i>	<i>2021 Actual Expend</i>	<i>2022 Adopted Budget</i>	<i>2022 Projected Expend</i>	<i>2023 Adopted Budget</i>	<i>Change From 2022 Budget</i>	<i>Where in Budget</i>
Recreation Authority	125,000	125,000	125,000	125,000	125,000	0	General Gov't
Humane Society	7,500	7,500	7,500	7,500	7,500	0	Police
Historical Society	500	500	500	500	500	0	General Gov't
Halloween Parade (CAYCC)	0	500	500	500	500	0	General Gov't
<i>Annual Allotment:</i>							
Crawford Co. Scuba Team	750	750	750	750	750	0	Fire
Meadville Auxiliary Police	3,000	1,512	3,000	3,000	3,000	0	Police
<hr/>							
Totals	<u>136,750</u>	<u>135,762</u>	<u>137,250</u>	<u>137,250</u>	<u>137,250</u>	<u>0</u>	

MINUTES OF CITY COUNCIL WORKSHOP MEETING  
CITY OF NEW CARROLLTON  
JUNE 4, 2025

Present were Councilmembers Duane Rosenberg, Cynthia Mills, Lincoln Lashley, Briana Urbina (Virtual, left early) and Agnelli Sybel Malavé; Mayor Phelecia Nembhard, City Administrative Officer Maisha Williams, Code Enforcement Manager Daryll Green (virtual), Major Marc Butler and City Clerk Kaitlyn Schisler.

**I. Call to Order**

The meeting was called to order at 7:01 p.m. by Council Chair Rosenberg in the Municipal Center, Room 230.

**II. Public Comments**

The following members of the public made comment:

- Stephen John addressed the council, commenting on ongoing parking issues and wishing the city good luck with the in-house recycling initiative.

**III. Council Announcements**

Councilmembers Urbina, Lashley, Malavé and Rosenberg gave announcements including upcoming events, accommodations at MML, bulk pickup fees, and congratulated newly elected county officials.

**IV. Mayor Appointment of (Plans to Appoint) Department Heads-Council Advice and Consent**

Mayor Nembhard reported two department vacancies and stated the police chief and public works director/assistant director roles have been posted. She stated that she would like a panel to help choose the new police chief. In response to council questions, and clarified the timeline of the vacancies.

**V. Tax on Blighted Properties**

Councilmember Urbina introduced a draft ordinance to increase taxes on blighted, unoccupied properties. Discussion focused on defining terms and determining compliance timelines. Code Enforcement Manager Darryl Green introduced the idea of a possible vacant property registration program, similar to neighboring municipalities. Councilmember Urbina moved to table the ordinance. The motion was seconded by Councilmember Mills. The motion passed unanimously (5-0-0).

**VI. Parking Ticketing Program**

The Council resumed a conversation about the effectiveness and cost of the City's parking enforcement program. Major Butler offered to provide a report on the division's efficiency and the breakdown of citations. The Council will continue the conversation pending findings from Endesco, and Major Butler's report.

**VII. Community Responders Discussion**

Briana Urbina moved to table the discussion on the community responder program until August after attending another conference on the topic. There was no vote, but the conversation was tabled. The program involves using non-sworn personnel to handle certain non-emergency calls

**VIII. Waiver for Home Accessibility Modifications**

Councilmember Urbina proposed waiving permit fees for accessibility modifications for seniors and individuals with disabilities. The Council supported the idea, discussing proof of disability language and contractor outreach, and considering aging-in-place needs. With only two such permits issued last year, the Council agreed the concept was good but required further discussion with the City Attorney.

#### **IX. Property Inspections for Owner-Occupied Rental Properties**

Code Enforcement Manager Darryl Green proposed annual safety inspections for owner-occupied rental properties, similar to current rental guidelines. Council questioned inspector training, and Mr. Green noted violations get 30 days for correction. Discussion arose regarding inspecting family-occupied rentals and Airbnb inspections. Chair Rosenberg supported consistent rental property standards, aligning with neighboring cities.

#### **X. New Carrollton Recycling Program**

Chair Rosenberg initiated a discussion on the city's recycling program, suggesting exploring the option of doing it in-house. The Council discussed the recycling contract status and costs, logistical considerations for in-house recycling, and potential savings.

#### **XI. Boys & Girls Club/Hanko Conversation**

CAO Maisha Williams put forth a proposal concerning the modular building situated in Hanko. The Boys & Girls Club offered to reimburse the City up to \$60,000 for outstanding rental fees. In turn, the City would allocate \$40,000 to support the Boys & Girls Club's summer program operating in the Hanko building. This arrangement would result in a net positive difference of \$20,000 for the City. These funds would be designated for the repair of the air conditioning system within the Hanko building. The Council generally expressed support for this proposal.

#### **XII. Sanctuary Cities**

Councilmember Agnelli raised a resident's suggestion to consider a sanctuary city designation. Chair Rosenberg expressed reluctance to put it on the agenda immediately, preferring to gather information from other municipalities at MML, and noted concerns about it being a national political issue. Chair Rosenberg suggested a resolution to be a welcoming city as a potential middle ground.

#### **XIII. MML Discussion**

Council debated whether to proceed with the Council Retreat at MML. The Council discussed the need for interpreter services for Councilmember Sybel at MML. Councilmember Sybel expressed her desire for the MML to take responsibility for providing reasonable accommodations. The Council expressed strong support for her participation and right to accommodation.

#### **XI. Motion to Adjourn**

Councilmember Lashley moved to Adjourn the Council Workshop Meeting. Councilmember Rosenberg seconded the motion. The motion passed unanimously (5-0-0). The meeting was adjourned at 8:47 p.m.

Respectfully submitted,

Kaitlyn Schisler  
City Clerk

**Note:** These minutes are a summary of the actions taken by the City Council and do not include all details of the discussions. Please refer to the official meeting transcript for a complete record.

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MINUTES OF CITY COUNCIL WORKSHOP MEETING  
CITY OF NEW CARROLLTON  
JUNE 16, 2025

Present were Councilmembers Duane H. Rosenberg, Cynthia Mills, Lincoln Lashley, Briana Urbina and Angelli Sybel Malavé; Mayor Phelecia Nembhard, City Administrative Officer Maisha Williams, Assistant City Administrative Officer William Barclay, Major Marc Butler, and City Clerk Kaitlyn Schisler; City Attorney Jason DeLoach.

**I. Call to Order**

The meeting was called to order at 7:00 p.m. by Council Chair Rosenberg in the Municipal Center, Room 230.

**II. Public Comments**

The following members of the public made comments:

- Stephen John raised concerns about a diesel red light camera.
- Angela Alarcon commented on the importance of converting to electric devices to maintain the Sustainable Maryland certification. She also raised concerns about the proposed amphitheater location.
- Marilyn Padmore expressed appreciation for the council's focus on residents and requested more transparency.

**III. Council Announcements**

Councilmembers Urbina, Lashley, and Rosenberg gave announcements about holidays and upcoming community events, as well as an announcement about the City pool.

**IV. Report of Mayor & Department Heads**

Mayor Nembhard, City Administrator Maisha Williams, Assistant City Administrator William Barclay, and Major Butler provided their monthly updates.

**V. Review of Bills for May 2025**

The bills for May 2025 were presented for review. Councilmember Malavé asked a question about a payment to Frenchman's Creek and Lincoln Lashley asked about a Fire Department grant payment.

**VI. Street Sweeper Program Discussion**

Council discussed potential solutions for the street sweeper's ineffectiveness, including better communication, signage, and gradually introducing enforcement after education.

**VII. Upcoming Four Cities Meeting Discussion**

Councilmember Lashley proposed discussing street lighting at the Four Cities meeting to learn what other municipalities are doing.

**VIII. FY26 Council Workshop & Legislative Meeting Schedule**

A draft of the FY26 Council Workshop & Legislative Meeting Schedule was reviewed. The Council agreed to remove the Monday workshop from the schedule due to it being a Federal Holiday and Fall MML, noting that special meetings can be called if urgent matters arise.

### **IX. Ordinance Reading Requirements Discussion (Jason DeLoach)**

City Attorney Jason DeLoach clarified ordinance reading requirements, stating that the charter and Council rules mandate two readings on separate days, unless it's an emergency ordinance requiring a four-fifth majority.

### **X. Mahoney Amphitheater Discussion**

Administration provided an update on the \$230,000 Mahoney Woods grant project and recommended County Welding as the contractor, with plans including a stage, gardens, and picnic areas. Council members raised concerns about parking, traffic safety, zoning, and the project's capacity and long-term maintenance.

### **XI. Fuel Tank Discussion**

William Barclay recommended removing the city's aging underground fuel tanks due to environmental risks and insurance concerns, with a \$51,000 removal cost compared to a \$400,000 replacement. His recommendation was to transition to offsite fueling with private vendors. Council members supported the move, noting prior inaction on the issue and emphasizing the need for environmental testing and proper remediation.

### **XII. FY26 Fee Schedule Discussion**

The Council reviewed the FY26 fee schedule and agreed to eliminate the bulk pickup fee.. Discussions included managing service frequency—potentially shifting to monthly pickups—and maintaining a call-in system to monitor usage and prevent abuse.

### **XIII. Converting Diesel Traffic Cameras to Electric (Discussion)**

The Council discussed concerns about diesel-powered red light cameras near schools, citing air quality and noise. Major Butler clarified that diesel units are temporary, leased for \$1/month, meet EPA standards, and are set for removal once permitting is resolved. The Council supported exploring electric conversion, addressing camera placement effectiveness, and evaluating grant eligibility based on equipment ownership.

### **XIV. May Minutes**

The May minutes were presented for review.

### **XV. Motion to go into Closed Meeting**

Councilmember Urbina moved that the Council of the City of New Carrollton adjourn into a Closed Meeting, in accordance with the General Provisions Article of the Annotated Code of Maryland, §3-305 (b) (9). To conduct collective bargaining negotiations or consider matters that relate to the negotiations; Councilmember Lashley seconded the motion. The closed session commenced at 9:16 p.m.

The closed session included Councilmembers Rosenberg, Mills, Lashley, Urbina and Malavé; Mayor Phelecia Nembhard, City Administrative Officer Maisha Williams, Major Marc Butler, and City Clerk Kaitlyn Schisler; City Attorney Jason DeLoach.

### **XIII. Motion to Adjourn Closed Meeting**

Councilmember Mills moved to adjourn the meeting. The motion was seconded by Councilmember Urbina. The motion passed unanimously (5-0-0). The meeting was adjourned at 9:41 p.m.

Respectfully submitted,

Kaitlyn Schisler  
City Clerk

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MINUTES OF CITY COUNCIL WORKSHOP MEETING  
CITY OF NEW CARROLLTON  
JUNE 18, 2025

Present were Councilmembers Duane H. Rosenberg, Cynthia Mills, Lincoln Lashley (arrived 7:20 p.m.), Briana Urbina and Angelli Sybel Malavé; Mayor Phelecia Nembhard, City Administrative Officer Maisha Williams, and City Clerk Kaitlyn Schisler;

**Statement for the Record - Closed Meeting of Monday June 16, 2025: In accordance with the General Provisions Article, Section 3-306 (c) (2) of the Annotated Code of Maryland, I move that the minutes of tonight’s meeting reflect that the City Council of New Carrollton met in person at 6016 Princess Garden Parkway, New Carrollton, MD 20784, in a closed session on Monday June 16, 2025 at 9:16 p.m., pursuant to the General Provisions Article of the Annotated Code of Maryland,§3-305 (b) (9). “To conduct collective bargaining negotiations or consider matters that relate to the negotiations.”**

Present were Councilmembers Rosenberg, Mills, Lashley, Urbina and Malavé; Mayor Phelecia Nembhard, City Administrative Officer Maisha Williams, Major Marc Butler, and City Clerk Kaitlyn Schisler; City Attorney Jason DeLoach.

**Motion – Urbina/Lashley - Vote to Close Meeting:**

	<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>Absent</b>
<b>Duane Rosenberg</b>	<b>X</b>			
<b>Cynthia Mills</b>	<b>X</b>			
<b>Lincoln Lashley</b>	<b>X</b>			
<b>Briana Urbina</b>	<b>X</b>			
<b>Angelli Sybel Malavé</b>	<b>X</b>			

**Topic: Collective Bargaining Agreement, City of New Carrollton, Maryland and Fraternal Order of Police, New Carrollton Lodge No. 137**

**Actions: No action taken. To be voted on in the legislative session.**

**I. Call to Order**

The meeting was called to order at 7:03 p.m. by Council Chair Rosenberg in the Municipal Center, Room 230.

**II. Pledge of Allegiance**

Councilmember Urbina led the Council in the pledge of allegiance.

**III. Public Comments**

The following members of the public made comment:

- Briana Urbina provided information about ICE activity in Prince George's County, sharing informational cards in Spanish and English advising people of their rights if ICE comes to their door.
- Agnelli Sybel Malavé thanked the city for its support in providing accessibility accommodations and equipment for her needs as a deaf person, contrasting this with the Maryland Municipal League's denial of their request for reasonable accommodation.

#### **IV. Board of Elections Re-Appointments**

The Council considered the approval of Ronnie Fairley, Leathy McLaughlin, and Gwen Chase for the Board of Elections, noting their past positive work with Board Chair Charles Davis. The Council had no objections to their appointment.

#### **V. Powhatan Bridge Update**

The Administration provided an update on the Powhatan Bridge project, with an anticipated completion of construction by October 2025. The Gantt chart and milestones are to be posted on the city website and at the physical bridge.

#### **VI. Westbrook Development Discussion**

The Council reviewed a draft letter supporting a townhouse project on unused land near the beltway. While concerns about traffic and future beltway expansion were raised, the Council generally supported the development, citing its zoning and potential tax benefits. They agreed to proceed with the letter's intent, allowing for edits and input from relevant parties.

#### **VII. Resolution 25-31, Amending the Fee Schedule**

A resolution amending the fee schedule was discussed, specifically regarding the removal of fees for bulk pickup under certain parameters (call-in required, limited frequency).

#### **VIII. Items to be Added to Future Council Meetings**

The Council reviewed future agenda items, including a public timeline for the police chief's departure, legal support for ethics committees, and broader volunteer recruitment. They discussed presentations on vacant property legislation and accessibility waivers, updates to signage regulations, and an election process review with input from the Board of Elections. A working group to review the city code was proposed, along with a review of committee structures and diversity. The council also requested shared takeaways from an upcoming municipal conference, and agreed to schedule a retreat for in-depth discussions.

#### **IX. Motion to Adjourn**

Councilmember Mills moved to Adjourn the Council Workshop Meeting and move into the Legislative Session. Councilmember Urbina seconded the motion. The motion passed unanimously (5-0-0). The meeting was adjourned at 7:45 p.m.

Present were Councilmembers Duane H. Rosenberg, Cynthia Mills, Lincoln Lashley, Briana Urbina and Angelli Sybel Malavé; Mayor Phelecia Nembhard, City Administrative Officer Maisha Williams, and City Clerk Kaitlyn Schisler;

### **I. Call to Order**

The meeting was called to order at 7:45 p.m. by Council Chair Rosenberg in the Municipal Center, Room 230.

### **II. Consent Agenda**

Chair Urbina moved that the Council of the City of New Carrollton adopt Resolution 25-10, A Resolution Granting One Year Extension of Partial Real Property Tax for Certain Annexed Properties for FY26. Councilmember Lai seconded the motion. The motion was passed unanimously (4-0-0).

### **III. Non Consent Agenda**

#### **i. Fuel Tanks**

Councilmember Lashley moved that the City Council approve Petroleum Services Inc as contractor to remove the fuel tanks at DPW, switching to offsite fuel in the amount of \$51,750.00. The motion was seconded by Councilmember Urbina. The motion passed unanimously (5-0-0)

#### **ii. Collective Bargaining Agreement (FOP)**

Councilmember Urbina moved that the City Council of the City of New Carrollton approve the Collective Bargaining Agreement with the City of New Carrollton and Fraternal Order of Police, New Carrollton Lodge No. 137. The motion was seconded by Councilmember Mills. The motion passed unanimously (5-0-0).

#### **iii. Mahoney Woods Amphitheater**

- Councilmember Mills moved that the City of New Carrollton approve County Welding as contractor for the Mahoney Woods Amphitheater project in the amount of \$229,221.00. The motion was seconded by Councilmember Lashley. They did not vote on the motion and moved into discussion.
- Concerns were raised about the design, potential parking and congestion issues, and the overall scope achievable with the \$230,000 grant.
- Councilmember Urbina moved to table the Mahoney Woods Amphitheater until further discussion. The motion was seconded by Councilmember Lashley. The motion passed unanimously (5-0-0).

#### **iv. Board of Elections Re-Appointments**

Councilmember Malavé moved that the City Council approve the re-appointment of Dr. Ronnie Fairley, Gwen Chase and Leathy McLaughlin to the City of New Carrollton's Board of Elections for a two-year term that will end on June 7, 2027, as stated in the City of New Carrollton Charter Section C-5 Board of Elections. The motion was seconded by Chair Rosenberg. The motion passed unanimously (5-0-0).

### **IV. Consent Agenda**

Councilmember Lincoln moved to approve the Consent Agenda. Councilmember Urbina seconded the motion. The following items were unanimously approved in a single motion (5-0-0):

- Approve the Council Workshop & Special Legislative Meeting Minutes (May 7, 2025). Council Workshop & Special Legislative Meeting Minutes (May 19, 2025). Council Workshop & Legislative Meeting Minutes (May 21, 2025).
- Approve the FY26 Council Workshop & Legislative Meeting Schedule

**V. Motion to Adjourn**

Councilmember Urbina moved to Adjourn the Council Legislative Meeting. Councilmember Mills seconded the motion. The motion passed unanimously (5-0-0). The meeting was adjourned at 8:02 p.m.

Respectfully submitted,

Kaitlyn Schisler  
City Clerk

**Note:** These minutes are a summary of the actions taken by the City Council and do not include all details of the discussions. Please refer to the official meeting video for a complete record.

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