

**FISCAL YEAR 2021
ADOPTED ANNUAL OPERATING
BUDGET SUPPORT**



CITY OF ANNAPOLIS, MARYLAND

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City Officials and Management

CITY COUNCIL

Gavin Buckley, Mayor

WARD	ALDERMEN AND ALDERWOMEN
1	Eleanor Tierney
2	Frederick M. Paone
3	Rhonda Pindell Charles
4	Sheila M. Finlayson
5	Marc Rodriguez
6	DaJuan Gay
7	Robert Savidge
8	Ross H. Arnett, III

MANAGEMENT TEAM

City Manager	David Jarrell, P. E.
City Attorney	Michael Lyles, Esq.
Finance Director	Jodee Dickinson, CPA
Acting Director of Public Works	Marcia Patrick, P.E.
Director of Planning and Zoning	Sally Nash, AICP, Ph.D.
Chief of Police	Edward C. Jackson
Fire Chief	Douglas Remaley
Director of Office of Emergency Management	Kevin J. Simmons
Director of Transportation	J. Rick Gordon
Director of Recreation and Parks	Archie Trader

City Officials and Management

CITY COUNCIL STANDING COMMITTEES

Economic Matters Committee

Marc Rodriguez, Chair
Sheila M. Finlayson
Robert Savidge

Environmental Matters Committee

Robert Savidge, Chair
Ross H. Arnett, III
Eleanor Tierney

Finance Committee

Ross H. Arnett, III, Chair
Sheila M. Finlayson
Frederick M. Paone

Housing & Human Welfare Committee

DaJuan Gay, Chair
Marc Rodriguez
Eleanor Tierney

Public Safety Committee

Rhonda Pindell Charles, Chair
DaJuan Gay
Frederick M. Paone

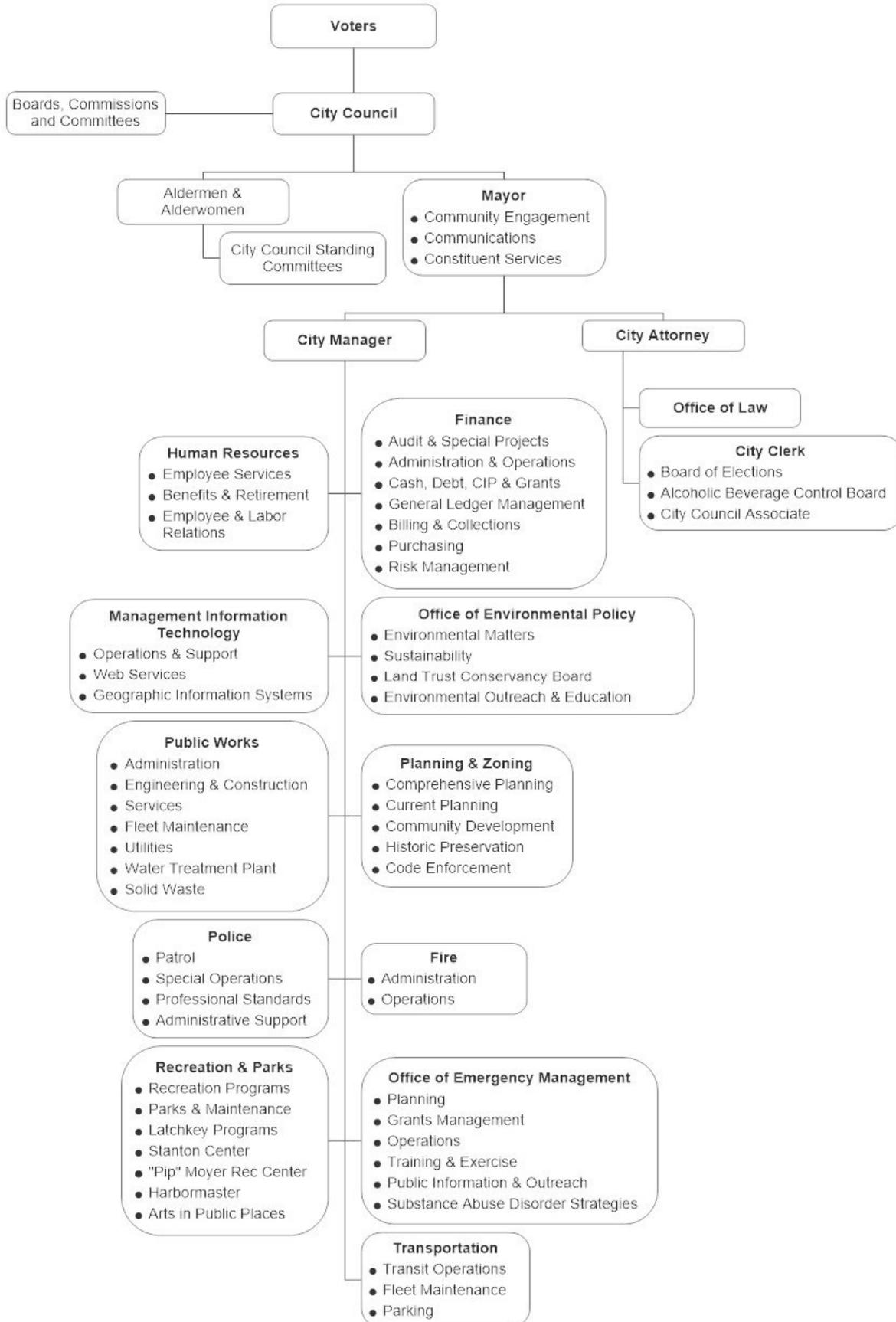
Rules and City Government Committee

Sheila M. Finlayson, Chair
Ross H. Arnett, III
Robert Savidge

Transportation Committee

Eleanor Tierney, Chair
Rhonda Pindell Charles
Marc Rodriguez

City Organizational Chart



City Organizational Chart

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About Annapolis

COMMUNITY PROFILE

Annapolis is an incorporated municipal corporation of the State of Maryland (the "State"), possessing home rule powers since 1954. First settled in 1649 by Puritans fleeing Virginia, the City was chartered in 1708 and served as the capital of the United States when the Congress met there in 1783-1784. The City serves as both the State capital and the county seat for Anne Arundel County. Annapolis is situated on the western shore of the Chesapeake Bay at the mouth of the Severn River. The City has been the home of St. John's College (founded as King William's School) since 1696 and the United States Naval Academy since 1845.

The City covers an area of approximately seven square miles with a population of approximately 40,000, excluding the Naval Academy population of approximately 5,500. The Naval Academy constitutes a federal enclave that is not within the corporate limits of Annapolis.

The City is dominated by the handsome buildings of historic Annapolis, including the State House of Maryland and the Naval Academy. Additionally, there are a number of contemporary state and county office buildings that have been designed in keeping with the prevailing Georgian architecture of the community. Because of the number of residential structures of significant historic and architectural value for which Annapolis is famous, private and public groups have joined together to retain the historic atmosphere of the community in keeping with modern urban requirements.

Three major highways, U.S. Routes 50/301, Maryland Route 2, and Interstate 97, connect Annapolis with the Chesapeake Bay Bridge, which is immediately northeast of the City. Washington D.C. is 27 miles to the west, and Baltimore is 27 miles to the north.

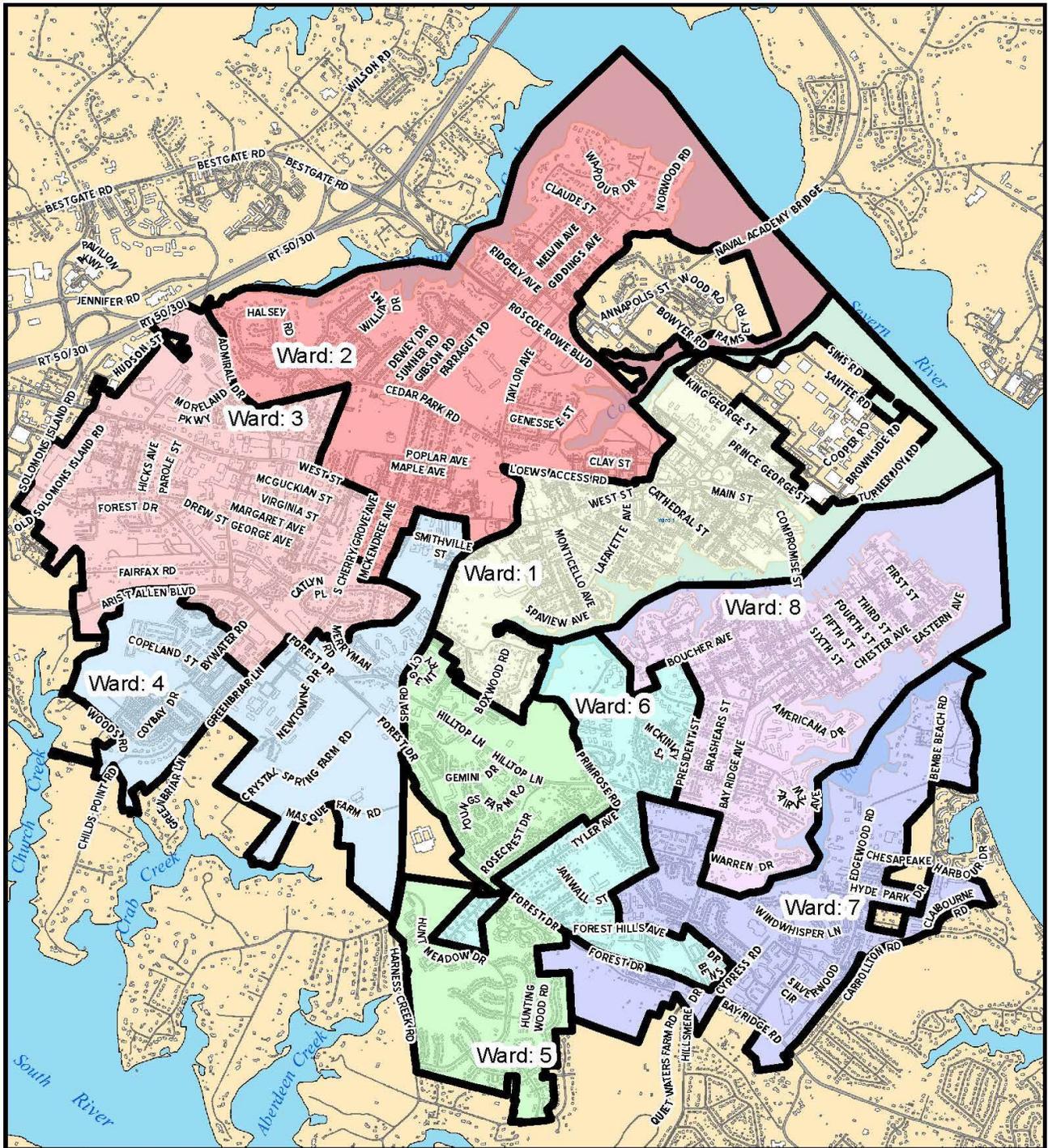
The City is governed by a City Council that comprises the Mayor and eight Alderpersons. The Mayor is elected citywide and may serve no more than two consecutive terms. The Alderpersons are elected by ward and have no term limits. Elections are held in the year following the presidential election year. The City Council has seven standing committees: Economic Matters, Environmental Matters, Finance, Housing and Human Welfare, Public Safety, Rules and City Government, and Transportation. The Mayor and Alderpersons each have one vote on legislation, which may pass by a simple majority.

The City has independent jurisdiction over streets, street lighting, refuse collection, police, recreation and parks, harbor, parking, public transportation, fire suppression and emergency services, planning and zoning, water production and distribution, and sewage collection.

About Annapolis

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City of Annapolis Map



	Title of Map	Map Created By:	Department Use:
	City of Annapolis MIT GIS		

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City of Annapolis Map

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Boards and Commissions

Boards and Commissions

<u>Board or Commission</u>	<u>Chairperson</u>
Alcoholic Beverage Control Board	Lawrence L. Harris, Jr.
Annapolis Conservancy Board	Joanna Bounds Ogburn
Arts in Public Places Commission	Genevieve Torri
Audit Committee	Alderman Fredrick M. Paone
Board of Appeals	Robert P. Gallagher
Board of Supervisors of Elections	Cliff Myers
Building Board of Appeals	Carl Richard Corse, P.E.
Civil Service Board	Roberto Veloso
Commission on Aging	Wayne Taylor
Education Commission	Jeff Macris
Environmental Commission	Bevin Buchheister
Ethics Commission	James E. Dolezal
Financial Advisory Commission	Frederick C. Sussman
Heritage Commission	Theodore Mack
Historic Preservation Commission	Timothy P. Leahy
Housing & Community Development Committee	Alderman DaJuan Gay
Housing Authority	Jacquelyn Wells
Human Relations Commission	Michael J. Keller
Maritime Advisory Board	Tarrant H. Lomax
Planning Commission	Ben Sale
Police & Fire Retirement Plan Commission	Joseph Semo
Port Wardens	Gene Edwin Godley
Public Safety Disability Retirement Board	Adam Cohen
Recreation Advisory Board	Craig Harrison
Risk Management Committee	Vacant
Transportation Board	Vacant

Acknowledgements

This document could not have been prepared without the cooperation, support, and leadership of the Mayor, the City Council, the Finance Committee, the City Manager and the department directors. The purpose of preparing a budget is to put forth the annual financial plan of the City and to show the citizens the costs of providing services. Department directors and City management staff spent many hours developing goals, objectives, performance measures and establishing the budget proposals that correlate with those measures. The individuals listed below played an integral part in the preparation of this document.

Finance Department

Jodee Dickinson, Finance Director

Katie Connolly, Senior Accountant

Carrie Kramer, MIT Analyst

Budget Development

Operating Budget

The annual operating budget provides a complete financial plan for the fiscal year, including estimates of anticipated revenues, fund balances available for appropriation, and proposed appropriations for expenditures by fund.

The budgets of the governmental funds are prepared on a modified accrual basis under which revenues are recorded when susceptible to accrual (i.e., both measurable and available), and expenditures are recorded when the liability is incurred and measurable, except debt service, which is appropriated when due. Interfund transfers are considered the equivalent of revenues and expenditures of the affected funds. The budgets of the proprietary funds are budgeted on a full accrual basis. Revenues are recognized when earned, and expenditures are recognized when the liability is incurred, except that depreciation expense is not budgeted.

The City's Debt and Financial Administration Policies, adopted by Resolution R-31-18, may be found on page 14.

The City Manager and Finance Director work with the department directors to develop the operating budget for the upcoming fiscal year and submit it to the Mayor for the Mayor's review and decisions.

The Mayor submits the proposed operating budget to the City Council at its first meeting in April of each year. Concurrent with the submission of the proposed operating budget, the Mayor submits resolutions to the City Council with the proposed schedule of fees and fines.

The proposed budget and schedules of fees and fines are submitted to the Finance Committee for its review, and the Finance Committee submits its recommendations to the City Council by the second Monday in May. The proposed budget is also submitted to the Financial Advisory Commission, who may review it and submit recommendations to the City Council.

The City Council may amend the Mayor's proposed budget by increasing or decreasing proposed appropriations in the budget ordinance. The City Council may also modify the proposed fees and fines that are adopted by resolution. The City Council is then required to adopt a property tax rate by ordinance that ensures sufficient revenue to fund the approved appropriations for the upcoming year.

The City Council must adopt the budget, property tax rate ordinance, and fees and fines resolutions no later than June 30 of each year.

Budget Development

Capital Budget and Capital Improvement Program

The City meets its current and long-term needs with a sound capital plan that ensures the continuing investment in capital infrastructure necessary to provide core City services essential to the health, safety, economic development, and quality of life for the residents of Annapolis. The City considers all forms of public financing for its capital budget and capital improvement program, including pay-as-you-go funding, general obligation bonds, revenue bonds, capital leases, grants, and public-private partnership investments.

The process used by the City to develop the proposed Capital Budget and Capital Improvement Program is described in the FY 2021 – FY 2026 Capital Budget and Capital Improvement Program book. Under this process, members of the City Council and departments submit their capital project requests to the Capital Steering Committee for its review and evaluation.

The Capital Steering Committee (comprising the City Manager and Directors of Finance, Public Works, and Planning and Zoning) considers the City's revenue projections, debt affordability, and any legal or regulatory requirements applicable to individual projects requested. Additionally, the Capital Steering Committee evaluates each project using the following criteria: health and safety; quality of life and community welfare; resilience, improved productivity, efficiencies and best practices; implications of deferring the project; the degree to which the proposed project furthers the City's strategic goals; how the proposed project is interwoven with the other capital projects, including the sequencing of projects; and the availability of non-City funding sources. The Capital Steering Committee then recommends a capital budget and capital improvement program to the Mayor for the Mayor's consideration.

The Mayor makes decisions on the proposed capital budget and capital improvement program and submits it to the City Council at the first City Council meeting in April. The proposed capital budget and capital improvement program are then submitted to the Finance Committee and the Planning Commission for their review and recommendation.

The Finance Committee and Planning Commission must submit their recommendations to the City Council no later than the second Monday in May. Additionally, the proposed capital budget and capital improvement program are referred to the Financial Advisory Commission, who may provide recommendations to the City Council.

The City Council must adopt the capital budget and capital improvement program no later than June 30 of each year.

Budget Development

Supplemental Appropriations and Transfers

The City shall not authorize any expenditures or obligations for which there are not sufficient appropriations in the annual operating budget or the capital budget as adopted by the City Council. The City Council must approve any supplemental appropriations from revenue not anticipated in the adopted budget.

The City Manager has the authority to transfer no more than \$25,000 from one department to another within the same fund. The City Manager is required to report such transfers to the City Council at its next regular meeting.

The Finance Committee must review, and the City Council must approve, transfers from one fund to another, transfers greater than \$25,000 within the same fund, transfers from appropriations set aside for contingency, and additional appropriations from unanticipated revenues or surplus funds. Supplemental appropriations from surplus funds require a two-thirds vote of the City Council.

Fiscal Policies

Debt and Financial Administration Policies

The City's Debt and Financial Administration Policies adopted by Resolution R-31-18 are as follows:

Debt Ratio Policies

There are several key debt ratios that investors and financial analysts use when reviewing a city's credit-worthiness. As part of its policy, the City of Annapolis has established an act of target and ceiling numbers that reflect the type of ratios used by the national credit rating agencies. The target number is the ratio the City intends to achieve through a prudent program of debt management. The ceiling percentages are the absolute maximum ratios that the City administration shall permit.

The City's key debt ratios are as follows:

- *Debt as a Percentage of Assessed Value*

The City shall maintain its tax-supported debt at a level not to exceed a ceiling of 3% of the assessed valuation of taxable property within the City, with a target ratio of 2%. This ratio indicates the relationship between the City's tax-supported debt and taxable value of property in the City. It is an important indicator of the City's ability to repay debt because property taxes are the primary source of City revenues used to repay tax-supported debt. A smaller ratio is an indication that the City will be better able to withstand possible future economic downturns and continue to meet its debt obligations.

- *Debt Service as a Percentage of General Government Expenditures*

The City shall maintain its annual tax-supported debt service costs at a ceiling of 12% of the General Fund expenditures, with a target ratio of 10% of General Fund expenditures. The ratio of tax-supported debt to General Fund expenditures is a measure of the City's ability to repay its general obligation debt without hampering other government services. A smaller ratio indicates a lesser burden on the City's operating budget.

- *Debt Payout Ratio*

The City shall maintain a ten-year payout ratio (i.e. rate of principal amortization) for its tax-supported debt of not less than 55%. This ratio is a measure of how quickly the City retires its outstanding tax-supported indebtedness. A higher payout ratio preserves the City's capacity to borrow for future capital needs.

Fiscal Policies

Financial Administration Policies

- *Unassigned General Fund Balance as a Percentage of Revenues in the General Fund, Parking Fund, and Transportation Fund*

The City shall maintain an unassigned General Fund balance equal to no less than 15% of the sum of budgeted revenues in the General Fund, Parking Fund, and Transportation Fund. This ratio shall be computed by comparing the unassigned fund balance per the City's annual audited financial statements on June 30 of each fiscal year to the sum of the budgeted revenue in the General Fund, Parking Fund, and Transportation Fund for the ensuing fiscal year.

With the affirmative vote of six members, the City Council may, upon recommendation of the City's Mayor and City Manager, appropriate unassigned General Fund Balance such that the amount would fall below 15% of the sum of the budgeted revenues in the General Fund, Parking Fund, and Transportation Fund.

If the City Council appropriates unassigned General Fund Balance such that the balance would fall below 15% of the sum of the budgeted revenues in the General Fund, Parking Fund, and Transportation Fund, the City Council shall concurrently adopt a reserve replenishment plan approved by the affirmative vote of six members of the City Council to restore the unassigned General Fund Balance to 15% of the sum of the budgeted revenue in the General Fund, Parking Fund, and Transportation Fund within the subsequent three fiscal years. The reserve replenishment plan may include planned revenue increases and expenditure reductions intended to restore the unassigned General Fund balance to its required minimum level.

- *Budget Stabilization Fund*

The City shall establish a Budget Stabilization Fund (BSF) within the assigned portion of its General Fund balance. At the close of each fiscal year, the BSF shall receive 50% of the unassigned General Fund balance that is in excess of 15% target. Balances in the BSF, measured as of June 30 of each fiscal year, may accumulate until the balance reaches an amount equal to 3% of the sum of the budgeted revenues in the General Fund, Parking Fund, and Transportation Fund for the ensuing fiscal year. If the BSF reaches the maximum 3% level, any unassigned General Fund Balance that would be assigned to the BSF if it were not at its maximum 3% level may be assigned for contingencies, appropriated for one-time expenditures, or appropriated for unfunded pension or other post-employment benefit liabilities. Balances in the BSF may be appropriated for any purpose of City government by simple majority vote.

- *Capital Reserve Fund*

The City recognizes that continued reinvestment and maintenance of capital infrastructure is critical to maintaining the quality of life for residents and businesses and minimizing the additional cost associated with deferred maintenance. Further, the City

Fiscal Policies

recognizes that capital maintenance and capital improvements should have an annual, ongoing funding mechanism in addition to the use of one-time monies and prudent use of long-term borrowing to fund capital expenditures.

As such, the City shall establish a Capital Reserve Fund funded as follows:

- At the close of each fiscal year, the Capital Reserve Fund shall receive 50% of the unassigned General Fund balance in excess of 15% target.
- The City may dedicate additional unassigned General Fund balance or other General Fund revenue to the Capital Reserve Fund, provided the unassigned General Fund Balance does not fall below its 15% target and provided the BSF is fully funded at 3% of the sum of budgeted revenues in the General Fund, Parking Fund, and Transportation Fund.
- Monies in the Capital Reserve Fund may only be appropriated as pay-as-you-go funding for capital improvements.
- *Quarterly Budget Monitoring and Reporting*

The Finance Director shall prepare a quarterly report that compares actual revenues and expenditures for the fiscal year to the budget and to similar points in time for the prior fiscal year. The report shall include any recommendations for budget amendments that may be required. The quarterly report shall be reviewed promptly by the Finance Committee and provided to the full City Council at the next scheduled meeting.

- *Multi-year Comprehensive Financial Plan*

Annually the City shall prepare a multi-year comprehensive financial plan that is provided to the City Council for its review during the annual budget process. The plan shall integrate the operating and capital budgets such that the incremental operating costs associated with new capital projects are incorporated into the operating budget. The purpose of the multi-year plan is to provide near-to-medium term perspective on how current year budget decisions might affect the City's financial health in future years. The multi-year plan is not intended to and shall not supersede the annual budget adopted by the City Council.

The City shall review these debt and financial administration policies no less frequently than once every four fiscal years at the seating of a new City Council and reaffirm or adjust the policies to reflect evolving City priorities, developments in industry best practices, or changes to rating agency criteria

Mayor's State of the City Address

Mayor Gavin Buckley - State of the City -April 13, 2020

Good evening Annapolis.

Thank you for tuning in. This is the City's second-ever virtual Council meeting.

In Annapolis, the COVID-19 pandemic has created a seismic shift in the landscape of our City.

Coronavirus came to Maryland a little more than six weeks ago. Since then, Governor Hogan ordered a lockdown of non-essential businesses and then a Stay Home order that remains in place.

In the City, we declared a State of Emergency in mid-March and partially activated our emergency operations center.

COVID-19 has changed the way we all look at the world and our global interconnectedness.

But it has also changed the day-to-day interactions we have with people in our own communities and neighborhoods.

Our children are out of school and we've all become defacto math and science teachers.

We are frightened for the well-being of elderly residents and those who are recuperating from injury or illness in nursing homes and rehabilitation facilities.

Perfectly healthy people are being struck down in the prime of their lives by this virus, which seems to start like so many springtimes in Maryland with symptoms akin to a little cold or flu bug.

Our beloved City of Annapolis is hurting. Our residents are hurting. This may be one of the most painful episodes any of us will ever live through.

We continue to ask residents of this City to stick with it. To stay home. To practice social distancing when out for essential activities.

Please continue to wash your hands and wipe down surfaces and wear a face covering to protect others in case you are contagious but not yet symptomatic.

Most of us have never walked the Historic District at 5 p.m. on an evening and seen the streets deserted. It can be eerie and disconcerting.

But, during this time, the creeks and rivers still run. Boats remain at their moorings awaiting a sail on the Bay on a beautiful summer day. Restaurants and retail stores will reawaken and once again be bustling with customers.

This episode will become part of the history of this City.

Sometimes it is hard to see. But there will be life on the other side of coronavirus.

Mayor's State of the City Address

When we reemerge, we will get accustomed to a new normal.

One of the reasons we will be able to bounce back is because of the hard work of the people in this City. I am talking about people in the private sector and county and state, and also those who work directly for the City of Annapolis.

Please indulge me while I take a few minutes to honor and thank some of the people in this City who are going above and beyond during this time.

Our public safety staff are working long hours at peril to their own health and well-being.

Our police are out in the field working the usual crime beat but also protecting the public by maintaining the governor's stay home order. They are doing it with kindness and understanding. They know how hard this is on people, especially young people.

Our firefighters are taking coronavirus patients to local hospitals and hoping that they have taken all the precautions necessary to keep themselves and their families safe from this virus. But they're also out fighting fires.

Our bus drivers are transporting people, including medical personnel, to their jobs on the front lines of this pandemic at doctor's offices and hospitals as well as grocery stores and pharmacies.

Meanwhile, other City staff continue to perform in their jobs as we deliver essential services to residents.

If you see a City worker or other essential workers out doing their jobs, please be kind and thank them. This is tough on everyone and people are stepping up to take on responsibilities and tasks they have never been asked to do.

Later, during tonight's meeting, the 2021 Operating and Capital budgets will be introduced. While we have been through tough times in the City's 300-plus year history, we will have to focus on tightening our belts this year because while we have been spending on COVID-19 to keep residents safe, we have also seen a tremendous reduction in revenue.

The budget, as introduced tonight, represents a serious and significant level of revenue loss from the general fund, in the areas of tourism, recreation and parks, income taxes, hotel and motel taxes, permits and parking.

The budget makes assumptions about these losses so that we can continue to operate the City within our means. Residents of Annapolis already have a high expectation of services we can deliver. We are going to work within tight calculations but continue to deliver a high quality of service to residents with the resources available.

I want to take a moment to thank City Manager David Jarrell and Finance Director Jodee Dickinson who have worked long hours each day and gone many, many days without a break to get the Mayor's Budget prepared for introduction tonight.

Mayor's State of the City Address

They have worked with all department heads in the City to make decisions about how every penny of City funds are allocated.

Thank you both.

Next, I want to talk generally about the State of the City and how we go from a complete shutdown here in Annapolis to seeing what is on the other side of this pandemic. It will not happen tomorrow or in the immediate future, but we are hopeful that we will return to normalcy in the coming weeks and months.

First, the Capital projects that the City had allocated funding for will continue to move forward. I ask the council to consider how big a role these projects will play in the recovery, both economically and emotionally, for the residents of our City. These projects are not just expenditure lines on a ledger. They are jobs. They are opportunity. They are hope.

We have the new Truxtun Park pool, which was set to open in early summer. The opening is on hold for now because of the Stay Home order, but the construction is ongoing and when the order is lifted, we will be able to swim in our beautiful new facility. Over at Recreation and Parks, Director Archie Trader and Pool Manager Jennifer Jennings are working on an Opening Day event and ribbon cutting for when that day comes.

I can't wait.

The projects for the rebuild of Hillman Garage and the future flood mitigation projects at City Dock are continuing with the RFPs and the two vendors doing their best to win over City approval.

Last year I talked about the temporary flood mitigation at Dock Street. That solution seems to be holding -- aside from a few extraordinary flooding events. We are also working on a temporary solution on the Compromise Street side ahead of a multi-million dollar pumping station project that will be constructed later this year after the boat show.

In early 2021, we expect to be able to hand over a part of that parcel to install the new First Amendment memorial in honor of the five slain at the Capital Gazette. That memorial is being funded by private funds and a generous grant from the state of Maryland to the office of Anne Arundel County Executive Stuart Pittman.

The Department of Public Works building on Hudson Street continues to move into the design and build stage. We hope to break ground on that project later this year.

We have tennis and pickleball courts at Truxtun and new pedestrian and bicycle greenways, including an extension of the Poplar Trail.

Delivering on these capital projects is possible because we set those funds aside and planned for the projects in the right way.

At last week's City Council meeting, we established a new task force to help Small Businesses recover after COVID-19. The task force members are being selected now from the various business communities and industries.

Mayor's State of the City Address

The immediate priority is helping business owners get to the available state and federal grant and loan resources to not only make payments for mortgages and utilities and necessary expenses but also to help keep workers employed.

They are also pointing workers to assistance including unemployment and temporary cash assistance. These programs have been overwhelmed and if you are trying to get in to ask for help, Governor Hogan has assured Marylanders that all compensation packages will be retroactive. If you have been trying to call in or go on the website and haven't been able to get through, keep trying on off-peak hours.

They are also looking at supports for gig economy workers, interventions for arts and cultural organizations, rental assistance for economically distressed workers, tax deferrals, technical assistance workshops and more.

Stay tuned for more about these initiatives.

When the city gets back to our new normal, we want to assure you that our ongoing initiatives, including practical and necessary services like pothole and sidewalk repairs, sewer line replacements and road resurfacing. These will continue.

We will continue with our Historic preservation initiatives, community development programs, long-term planning - including our 2020 Comprehensive Plan.

Environmental and resiliency initiatives related to energy efficiency, tree planting, stormwater and stream restoration - these will all continue.

We will continue to serve all wards of our City. To assist marginalized communities with resources bringing help to health care and addiction, jobs and workforce development, activities and opportunities for youth and more.

We will continue with other quality of life initiatives that make living in Annapolis so special: our concerts at City Dock through Art in Public Places commission, summer camps through the Department of Recreation and Parks, and City-sponsored events like parades and festivals.

Annapolis, this will continue to be the City you love. The City I fell in love with.

We will find a way to see a new tomorrow for our City, for this community and for each other.

Thank you.

All Funds Summary

The accounts of the City are organized on the basis of funds and account groups, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equities, revenues, and expenses. Budgets for the following funds are included in this document:

General Fund - The General Fund is the general operating fund for the City. It is used to account for all financial resources except those required to be accounted for in another fund.

Special Revenue Funds – Special Revenue funds are used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditure for specified purposes other than debt service or capital projects. The City's special revenue funds include the Public, Educational, Governmental Access fund (PEG), and the Reforestation, Sprinkler Assistance, Homeownership Assistance Trust, Forfeiture Asset and Seizure, Community Legacy, Arts in Public Places, Grants, and Community Development Block Grant funds.

Enterprise Funds - The Enterprise Funds are used to account for those activities of the City that are financed and operated in a manner similar to private business enterprises where costs and expenses, including depreciation, are recovered principally through user charges. Individual operations that the City has designated as enterprise funds include Water, Sewer, Parking, Transportation, Watershed Restoration, and Refuse funds. A description of the individual activities of each enterprise fund is given later in this section.

Internal Service Funds - Internal Service Funds are used to report any activity that provides goods or services to other funds, department, or agencies of the City. The City uses internal service funds for its Health Insurance, Self-Insurance, Fleet Operations, and Fleet Replacement activities. The internal service funds receive transfers from the participating City funds.

All Funds Summary

SUMMARY OF REVENUES AND EXPENDITURES BY FUND

FY 2021 Totals by Fund	FY 2021 Revenues	FY 2021 Expenditures	Revenues in Excess of / (Less Than) Expenditures	
General Fund	\$ 82,759,800	\$ 86,417,450	\$ (3,657,650)	①
<i>Other Funds:</i>	-			
Arts in Public Places	40,000	68,000	(28,000)	②
Community Development Block Grant	325,000	325,000	-	
Grants	6,051,211	6,306,206	(254,995)	②
Community Legacy	-	160,000	(160,000)	②
Forfeiture Asset and Seizure	-	183,000	(183,000)	②
Sprinkler Assistance Revolving	-	340,600	(340,600)	②
Reforestation	-	70,700	(70,700)	②
PEG	72,000	442,400	(370,400)	②
Homeownership Assistance Trust	-	794,000	(794,000)	②
<i>Enterprise Funds:</i>				
Sewer Fund	8,424,000	6,799,300	1,624,700	
Water Fund	8,439,400	9,220,700	(781,300)	③
Parking Fund	7,178,400	7,178,400	-	
Transportation Fund	5,290,084	5,290,084	-	
Watershed Restoration Fund	1,606,500	2,075,600	(469,100)	④
Refuse Fund	2,591,800	3,277,000	(685,200)	⑤
<i>Internal Service Funds:</i>				
Self Insurance	2,015,500	2,315,500	(300,000)	⑥
Health Insurance	11,952,900	11,952,800	100	
Fleet Operations	2,521,600	2,381,600	140,000	
Fleet Replacement	1,160,000	1,372,000	(212,000)	⑦
Total All Funds	\$ 140,428,195	\$ 146,970,340	\$ (6,542,145)	

See Explanations of ① through ⑦ on next page.

All Funds Summary

SUPPLEMENTARY EXPLANATIONS USE OF FUND BALANCES IN FY2021 ADOPTED BUDGET

① Use of General Fund balance in FY2021 Budget

Uses for nonrecurring expenses:

Use of Capital Reserve Fund to pay-go fund capital projects	\$ 35,000
City Harbor Flood Mitigation	50,000
Fitness Equipment Replacement	1,500,000
General Roadways	110,000
Maynard Burgess House	(103,250)
Standard Specifications	111,100
Trail Connections	5,000
Waterway Improvements	

Use of General Fund Balance in excess of targeted Budget Stabilization Fund for one-time expenditures

Consulting Services for Hillman Garage Project	50,000
CAD/RMS - third year installment payment	156,000
Fire Department - Self Contained Breathing Apparatus	900,000
Planning & Zoning - Comprehensive Plan Implementation	220,000
Transportation - Two bus shelters	25,000
Mayor's Office - Internships	25,000
Mayor's Office - African American and Hispanic liaison programs	25,000
Office of Law - Legal Interns	25,000
Local Small Disadvantaged Business Enterprises	50,000

Uses for recurring expenses:

Use of Budget Stabilization Reserves:	
General Fund appropriations	473,800
Total use of General Fund balance for nonrecurring expenses in FY2021	<u>\$3,657,650</u>

Use of Restricted Fund Balance for Restricted Purposes

② Arts in Public Places	\$ 28,000
Grants	254,995
Community Legacy Fund	160,000
Forfeiture Asset and Seizure Fund	183,000
Sprinkler Assistance Revolving Fund	340,600
Reforestation Fund (Critical Area Fees in Lieu of Planting)	70,700
PEG Fund	370,400
Homeownership Assistance Trust Fund	794,000

If the fund balances in these restricted funds are not appropriated for it's restricted purposes, the City would not be able to spend the monies for the intended purposes, and the moneys would simply remain unspent in fund balance.

③ Use of Water Fund balance for nonrecurring expenses in FY2021 Budget

Use of fund balance to pay-go fund capital project	
Stormwater MS4 Permit Compliance	\$ 781,300

This is the appropriate use of fund balance to pay-go fund capital projects.

④ Use of Watershed Restoration Fund balance for nonrecurring expenses in FY2021 Budget

Use of fund balance to pay-go fund capital project	
Stormwater MS4 Permit Compliance	\$ 469,100

This is the appropriate use of fund balance to pay-go fund capital projects.

⑤ Planned use of Refuse Fund balance for in FY2021 Budget

Use of fund balance to pay-go fund capital project	
Stormwater MS4 Permit Compliance	\$ 685,200

This is the appropriate use of fund balance to pay-go fund capital projects.

⑥ Use of Self Insurance Fund balance to pay expenses for which the fund balance was accumulated

Use of Self Insurance Fund balance to pay expenses for which the fund balance was accumulated	\$ 300,000
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Each year the City contributes cash to the Self Insurance Fund to pay claims against the City. This is the appropriation of that cash for its intended purpose of paying claims incurred.

⑦ Use of Fleet Replacement Fund Balance to pay expenses for which the fund balance was accumulated

The Fleet Replacement Fund has accumulated excess fund balance in the past two fiscal years.	\$ 212,000
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This represents the planned use of that excess balance.

All Funds Summary

COMPLIANCE WITH CITY CODE

FY 2021 Anticipated Revenues, Use of Fund Balance, and Proposed Expenditures Totals by Fund	FY 2021				
	Revenues	Use of Available Fund Balance	Total Revenues & Use of Fund Balance	Expenditures	Revenues and Use of Fund Balance in Excess of Expenditures
General Fund	\$ 82,759,800	\$ 3,657,650	\$ 86,417,450	\$ 86,417,450	\$ -
<i>Other Funds:</i>					
Arts in Public Places	40,000	28,000	68,000	68,000	-
Community Development Block Grant	325,000	-	325,000	325,000	-
Grants	6,051,211	254,995	6,306,206	6,306,206	-
Community Legacy	-	160,000	160,000	160,000	-
Forfeiture Asset and Seizure	-	183,000	183,000	183,000	-
Sprinkler Assistance Revolving	-	340,600	340,600	340,600	-
Reforestation	-	70,700	70,700	70,700	-
PEG	72,000	370,400	442,400	442,400	-
Homeownership Assistance Trust	-	794,000	794,000	794,000	-
<i>Enterprise Funds:</i>	-				-
Sewer Fund	8,424,000	-	8,424,000	6,799,300	1,624,700
Water Fund	8,439,400	781,300	9,220,700	9,220,700	-
Parking Fund	7,178,400	-	7,178,400	7,178,400	-
Transportation Fund	5,290,084	-	5,290,084	5,290,084	-
Watershed Restoration Fund	1,606,500	469,100	2,075,600	2,075,600	-
Refuse Fund	2,591,800	685,200	3,277,000	3,277,000	-
<i>Internal Service Funds:</i>					
Self Insurance	2,015,500	300,000	2,315,500	2,315,500	-
Health Insurance	11,952,900	-	11,952,900	11,952,800	100
Fleet Operations	2,521,600	-	2,521,600	2,381,600	140,000
Fleet Replacement	1,160,000	212,000	1,372,000	1,372,000	-
Total All Funds	\$ 140,428,195	\$ 8,306,945	\$ 148,735,140	\$ 146,970,340	\$ 1,764,800
<p>Note: City Code Section: 6.16.010: The total of anticipated revenues and any estimated Fund Balance or retained earnings available for expenditures during the fiscal year shall equal or exceed the total of proposed expenditures within the category.</p>					

All Funds Summary

TOTAL REVENUES BY FUND

Revenue Totals by Fund	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Adjusted Budget	FY 2020 Projected	FY 2021 Adopted
General Fund	\$ 78,896,844	\$ 80,848,100	\$ 80,851,069	\$ 80,633,313	\$ 82,759,800
<i>Other Funds</i>					
Arts in Public Places	64,300	40,000	40,000	40,000	40,000
Community Development Block Grant	323,364	284,361	284,361	146,319	325,000
Grants	3,939,899	4,557,026	5,494,636	3,938,125	6,051,211
Community Legacy	223,806	200,000	-	-	-
Forfeiture Asset and Seizure	552,261	-	-	122,487	-
Sprinkler Assistance Revolving	1,251,403	-	-	-	-
Reforestation	89,784	-	-	4,400	-
PEG	572,577	60,000	60,000	76,300	72,000
Homeownership Assistance Trust	1,113,685	-	-	-	-
<i>Enterprise Funds</i>					
Sewer Fund	8,249,891	8,376,000	8,376,000	8,393,410	8,424,000
Water Fund	8,115,583	8,371,000	8,371,000	8,589,474	8,439,400
Parking Fund	8,390,470	9,110,000	9,110,000	6,613,333	7,178,400
Transportation Fund	5,188,472	5,633,025	5,633,025	3,723,375	5,290,084
Watershed Restoration Fund	1,458,203	1,660,000	1,660,000	1,565,678	1,606,500
Refuse Fund	1,974,637	2,716,100	2,716,100	2,277,000	2,591,800
<i>Internal Service Funds</i>					
Self Insurance	2,727,279	2,144,000	2,144,000	2,144,000	2,015,500
Health Insurance	11,676,791	11,960,000	11,960,000	8,832,200	11,952,900
Fleet Operations	1,903,212	2,309,320	2,599,320	2,590,840	2,521,600
Fleet Replacement	1,091,563	1,077,000	1,077,000	1,063,000	1,160,000
Total All Funds	\$ 137,804,024	\$ 139,345,932	\$ 140,376,511	\$ 130,753,254	\$ 140,428,195

All Funds Summary

TOTAL EXPENDITURES BY FUND

Expenditure Total by Fund	FY 2019 Actual Expenditures	FY 2020 Original Budget	FY 2020 Adjusted Budget	FY 2020 Projected	FY 2021 Adopted
General Fund	\$ 82,963,887	\$ 82,958,000	\$ 83,722,569	\$ 81,392,020	\$ 86,417,450
<i>Other Funds</i>					
Arts in Public Places	20,924	40,000	40,000	11,232	68,000
Community Development Block Grant	429,199	463,490	463,490	236,471	325,000
Grants	3,834,311	4,602,283	5,193,964	3,382,458	6,306,206
Community Legacy	5,940	200,000	200,000	31,660	160,000
Forfeiture Asset and Seizure	180,692	216,000	376,700	310,700	183,000
Sprinkler Assistance Revolving	-	333,100	331,000	29,400	340,600
Reforestation	12,301	77,800	77,800	11,000	70,700
PEG	180,637	137,000	137,000	57,500	442,400
Homeownership Assistance Trust	51,762	728,298	728,298	148,000	794,000
<i>Enterprise Funds</i>					
Sewer Fund	8,154,253	8,062,650	8,062,650	7,911,174	6,799,300
Water Fund	6,952,087	7,829,420	7,829,420	8,280,343	9,220,700
Parking Fund	6,869,476	8,395,900	8,395,900	6,579,300	7,178,400
Transportation Fund	5,071,910	5,633,025	5,633,025	5,054,500	5,290,084
Watershed Restoration Fund	1,441,402	1,883,390	2,124,390	2,115,650	2,075,600
Refuse Fund	2,134,021	3,885,860	3,885,860	3,083,250	3,277,000
<i>Internal Service Funds</i>				-	
Self Insurance	4,071,527	4,084,380	4,084,380	1,771,100	2,315,500
Health Insurance	6,939,609	11,960,000	11,960,000	10,975,700	11,952,800
Fleet Operations	2,874,184	2,599,320	2,599,320	2,139,900	2,381,600
Fleet Replacement	228,763	1,077,000	1,077,000	1,394,708	1,372,000
Grand Total	\$ 132,416,884	\$ 145,166,916	\$ 146,922,766	\$ 134,916,066	\$ 146,970,340

Funds Balances Summary

Fund Balances Summary	FY 2019 Fund Balances Available to Appropriate	Projected FY 2020 Revenue	Projected FY 2020 Expenditures	Projected FY 2020 Fund Balance	FY 2021 Revenue	FY 2021 Appropriations	Projected FY 2021 Fund Balance
General Fund:							
General Fund	\$ 14,260,809	\$ 80,633,313	\$ 78,450,161	\$ 16,443,961	\$ 82,759,800	\$ 82,759,800	\$ 16,443,961
Budget Stabilization	3,071,439	-	-	3,071,439	-	473,800	2,597,639
Capital Reserve	4,686,903	-	2,343,000	2,343,903	-	1,707,850	636,053
Assigned for One-time Uses	2,383,539	-	521,000	1,862,539	-	1,476,000	386,539
Keeping History	25,373	-	25,373	-	-	-	-
Gifts and Donations	52,486	-	52,486	-	-	-	-
Total General Fund	24,480,549	80,633,313	81,392,020	23,721,842	82,759,800	86,417,450	20,064,192
Other Funds:							
AIPPC	9,808	40,000	11,232	38,576	40,000	68,000	10,576
CDBG	90,565	146,319	236,471	413	325,000	325,000	413
Grants	838,287	3,938,125	3,382,458	1,393,954	6,051,211	6,306,206	1,138,959
Community Legacy	203,806	-	31,660	172,146	-	160,000	12,146
Police Forfeiture	371,569	122,487	310,700	183,356	-	183,000	356
Sprinkler Loan	370,649	-	29,400	341,249	-	340,600	649
Reforestation	77,483	4,400	11,000	70,883	-	70,700	183
PEG	391,940	76,300	57,500	410,740	72,000	442,400	40,340
Housing Assistance	988,182	-	148,000	840,182	-	794,000	46,182
Enterprise Funds:							
Sewer	10,523,242	8,393,410	7,911,174	11,005,478	8,424,000	6,799,300	12,630,178
Water	5,050,302	8,589,474	8,280,343	5,359,433	8,439,400	9,220,700	4,578,133
Parking	-	6,613,333	6,579,300	34,033	7,178,400	7,178,400	34,033
Transportation	-	3,723,375	5,054,500	(1,331,125)	5,290,084	5,290,084	(1,331,125)
Watershed Restoration	4,152,216	1,565,678	2,115,650	3,602,244	1,606,500	2,075,600	3,133,144
Refuse	1,718,721	2,277,000	3,083,250	912,471	2,591,800	3,277,000	227,271
Internal Service Funds:							
Self Insurance	4,897,912	2,144,000	1,771,100	5,270,812	2,015,500	2,315,500	4,970,812
Health Insurance	3,908,468	8,832,200	10,975,700	1,764,968	11,952,900	11,952,800	1,765,068
Fleet Operations	73,640	2,590,840	2,139,900	524,580	2,521,600	2,381,600	664,580
Fleet Replacement	5,077,469	1,063,000	1,394,708	4,745,761	1,160,000	1,372,000	4,533,761
Total All Funds	\$ 63,224,808	\$ 130,753,254	\$ 134,916,066	\$ 59,061,996	\$ 140,428,195	\$ 146,970,340	\$ 52,519,851

Funds Balances Summary

Compliance With Fund Balance Policy	FY 2019 Fund Balance Using FY 2020 Revenue	FY 2020 Fund Balance Using FY 2021 Revenue
General Fund Balance Compliance:		
General Fund Budgeted Revenue	\$ 80,633,313	\$ 82,759,800
Parking Fund Budgeted Revenue	6,613,333	7,178,400
Transportation Fund Budgeted Revenue	3,723,375	5,290,084
Total	90,970,021	95,228,284
Applicable Fund Balance Requirement	15%	15%
Required Fund Balance Reserve	13,645,503	14,284,243
Actual Fund Balance	14,260,809	16,443,961
Projected Fund Balance in Excess of Requirement	\$ 615,306	\$ 2,159,718

General Fund Summary

GENERAL FUND REVENUE DETAIL

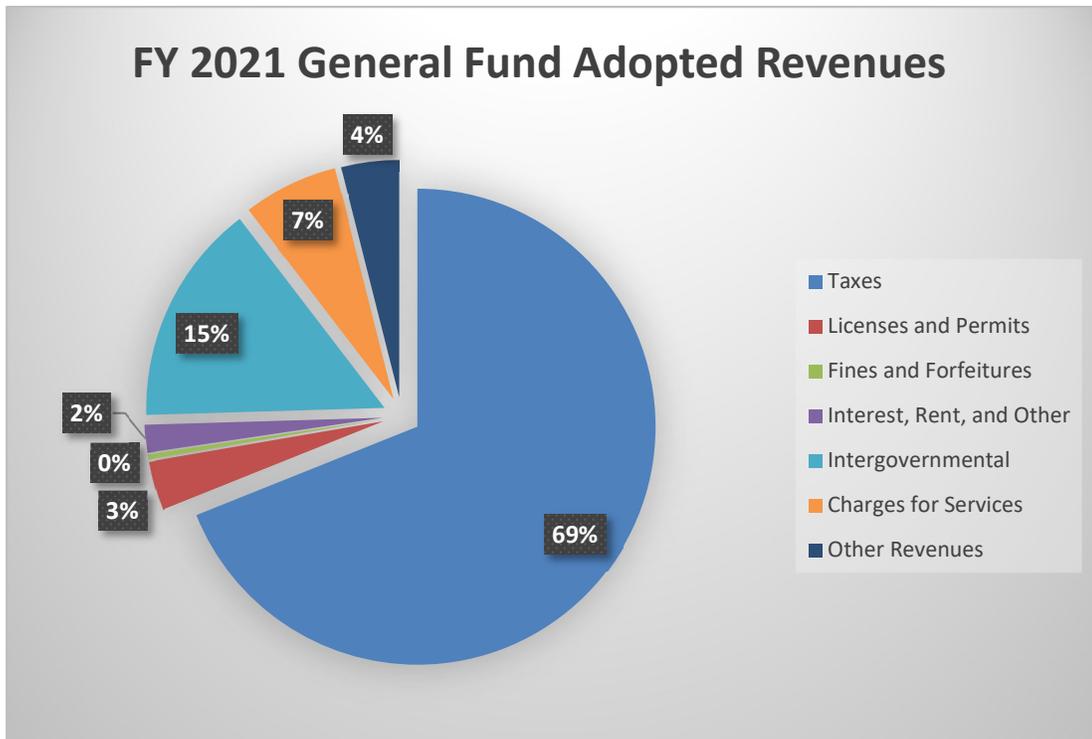
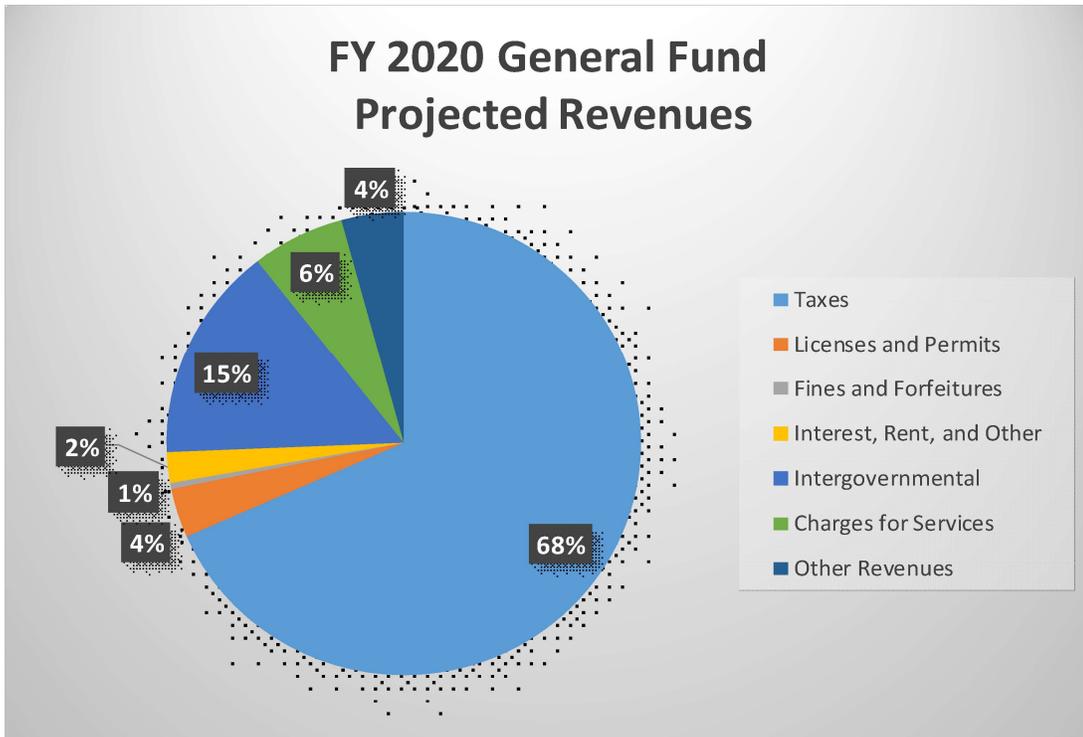
General Fund	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Adjusted Budget	FY 2020 Projected	FY 2021 Adopted
Taxes:					
<i>Real and personal property</i>					
Real property	\$ 50,457,045	\$ 51,884,000	\$ 51,884,000	\$ 52,573,275	\$ 54,518,000
Personal	2,989,277	2,950,000	2,950,000	2,543,113	2,435,000
<i>Total Real and personal property</i>	53,446,322	54,834,000	54,834,000	55,116,388	56,953,000
Penalties and interest	199,991	149,800	149,800	30,000	100,000
Total Taxes	53,646,313	54,983,800	54,983,800	55,146,388	57,053,000
Licenses and Permits:					
<i>Street use</i>					
Street privileges	205,586	220,000	220,000	33,000	200,000
Sidewalk	13,620	14,000	14,000	-	14,000
<i>Total Street use</i>	219,206	234,000	234,000	33,000	214,000
<i>Business</i>					
Alcoholic beverages	466,512	450,000	450,000	448,077	403,000
Traders	67,856	79,000	79,000	40,984	41,000
Vendors	74,420	85,000	85,000	129,111	75,000
Towing	235	5,000	5,000	283	1,000
<i>Total Business</i>	609,023	619,000	619,000	618,455	520,000
<i>Other</i>					
Building	1,069,220	1,050,000	1,050,000	900,000	903,500
Certificate of occupancy	21,750	25,000	25,000	20,000	19,600
Real Property Transfer Fee	79,200	85,000	85,000	83,728	67,000
Use permits	69,204	65,000	65,000	50,000	45,000
Cable television franchise fees	867,264	825,000	825,000	835,000	800,000
Other	170,820	353,300	353,300	217,357	195,500
<i>Total Other</i>	2,277,458	2,403,300	2,403,300	2,106,085	2,030,600
Total Licenses and Permits	3,105,687	3,256,300	3,256,300	2,757,540	2,764,600
Fines and Forfeitures:					
Municipal Infractions	53,310	50,000	50,000	50,400	50,000
Speed enforcement program	135,112	200,000	200,000	154,616	130,000
Auto Traffic Signal	156,248	175,000	175,000	110,000	110,000
Other	11,478	10,000	10,000	15,000	10,000
Total Fines and Forfeitures	356,148	435,000	435,000	330,016	300,000

Continued

General Fund Summary

General Fund	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Adjusted Budget	FY 2020 Projected	FY 2021 Adopted
Interest, Rent, and Other:					
Interest, dividends, and other	\$ 1,110,597	\$ 1,000,000	\$ 1,000,000	\$ 1,127,127	1,017,000
Rents and concessions	203,840	288,000	288,000	257,000	266,000
Payments in lieu of taxes	228,431	261,000	261,000	343,591	285,000
<i>Total Interest, Rent, and Other</i>	1,542,868	1,549,000	1,549,000	1,727,718	1,568,000
Intergovernmental:					
State Payment in Lieu of Taxes	367,000	-	-	-	750,000
Utility tax	444,466	560,000	560,000	486,630	423,000
Hotel/motel tax	2,026,853	2,100,000	2,100,000	1,450,000	1,500,000
Admissions	1,041,541	1,000,000	1,000,000	700,000	750,000
Income	6,173,728	6,343,000	6,343,000	7,884,000	7,400,000
Highway	1,278,131	1,562,000	1,562,000	1,613,788	1,646,000
Fuel	1,362	-	-	2,410	2,000
<i>Total Intergovernmental</i>	11,333,081	11,565,000	11,565,000	12,136,828	12,471,000
Charges for Services:					
Ambulance Fees	1,771,768	1,700,000	1,700,000	1,700,000	1,700,000
Recreation Fees	1,615,105	1,583,000	1,583,000	1,174,917	1,547,000
Filing Fees	153,662	155,000	155,000	54,865	66,000
Rental Fees	837,250	950,000	950,000	888,661	837,000
Dock Charges & Boat Show Fees	1,146,876	1,155,000	1,155,000	1,205,822	1,104,800
Other	77,039	104,500	104,500	90,157	86,200
<i>Total Charges for Services</i>	5,601,700	5,647,500	5,647,500	5,114,422	5,341,000
Other Revenues:					
Administrative reimbursements	2,106,612	2,999,000	2,999,000	2,999,000	2,915,200
Other miscellaneous	1,204,435	412,500	415,469	421,401	347,000
<i>Total Other Revenues</i>	3,311,047	3,411,500	3,414,469	3,420,401	3,262,200
Total General Fund Revenues	\$ 78,896,844	\$ 80,848,100	\$ 80,851,069	\$ 80,633,313	\$ 82,759,800

General Fund Summary



General Fund Summary

EXPENDITURE DETAIL BY DEPARTMENT

Expenditure Detail by Department	FY 2019 Actual Expenditures	FY 2020 Original Budget	FY 2020 Adjusted Budget	FY 2020 Projected	FY 2021 Adopted
General Fund:					
<i>City Council and Office of the Mayor</i>					
City Council	\$ 135,504	\$ 143,764	\$ 143,764	\$ 147,300	\$ 147,800
Mayor's Office	1,352,773	1,377,236	1,377,236	1,287,500	1,200,700
Office of Law	1,199,725	1,286,500	1,286,500	1,261,700	1,453,200
City Manager	4,604	347,500	347,500	371,900	571,900
<i>Human Resources</i>	835,454	971,700	971,700	931,390	1,007,500
<i>Management Information Technology</i>	1,806,057	2,013,000	2,014,500	1,837,105	2,060,000
<i>Finance</i>					
Operations	2,103,058	2,529,200	2,532,169	2,232,170	2,498,400
Purchasing	422,368	439,300	439,300	318,500	433,200
Nonallocated	22,594,480	16,971,780	17,694,780	17,921,405	15,430,000
<i>Planning & Zoning</i>	3,775,566	4,139,350	4,109,500	3,847,500	4,258,650
<i>Office of Environmental Policy</i>	390,371	362,100	391,950	450,200	377,550
<i>Police Department</i>	19,102,614	19,620,830	19,619,330	19,699,600	21,481,400
<i>Fire Department</i>	16,696,525	19,286,270	19,316,270	18,076,770	21,110,850
<i>Office of Emergency Management</i>	195,711	417,520	417,520	425,720	470,100
<i>Public Works</i>					
Administration	744,979	718,350	718,350	730,650	781,000
Engineering & Construction	976,427	1,338,800	1,329,800	1,178,500	1,424,300
Streets	3,514,857	3,563,600	3,563,600	3,328,600	3,641,300
Traffic Control & Maintenance	298,989	321,000	321,000	317,200	318,900
Snow	137,966	161,700	161,700	6,700	150,000
Facilities	1,824,731	1,781,800	1,790,800	1,686,200	1,930,600
<i>Recreation & Parks</i>					
Pip Moyer Facility	502,433	474,100	484,100	554,700	531,900
Front Desk	218,269	227,400	227,400	261,800	272,400
Parks	1,256,680	1,256,740	1,256,740	1,229,340	1,279,300
Administration	546,306	601,700	601,700	606,950	636,300
Latchkey	306,716	314,250	314,250	449,900	519,900
Stanton Recreation	403,703	448,100	448,100	409,260	369,600
Sports	315,995	320,000	320,000	320,600	317,600
Camps & Classes	486,950	602,900	602,900	633,400	628,200
Health & Fitness	250,597	245,500	244,100	267,600	273,300
Pool	100,501	139,800	139,800	134,600	282,400
Harbormaster	462,978	536,210	536,210	467,260	559,200
Total General Fund	\$ 82,963,887	\$ 82,958,000	\$ 83,722,569	\$ 81,392,020	\$ 86,417,450

Continued

Other Funds Summary

Expenditure Detail by Department	FY 2019 Actual Expenditures	FY 2020 Original Budget	FY 2020 Adjusted Budget	FY 2020 Projected	FY 2021 Proposed
Other Funds:					
Arts In Public Places	\$ 20,924	\$ 40,000	\$ 40,000	\$ 11,232	\$ 68,000
Community Development Block Grant	429,199	463,490	463,490	236,471	325,000
<i>Grants Fund</i>					
Federal	1,863,233	2,346,883	2,538,622	1,099,085	3,577,912
State	1,899,948	2,165,400	2,527,538	2,177,053	2,524,809
County	46,159	70,000	123,269	101,784	203,485
Other	24,971	20,000	4,535	4,535	-
Total Grants Fund	3,834,311	4,602,283	5,193,964	3,382,458	6,306,206
Community Legacy	5,940	200,000	200,000	31,660	160,000
Forfeiture Asset and Seizure	180,692	216,000	376,700	310,700	183,000
Sprinkler Assistance Revolving	-	333,100	331,000	29,400	340,600
Reforestation	12,301	77,800	77,800	11,000	70,700
PEG	180,637	137,000	137,000	57,500	442,400
Homeownership Assistance Trust	51,762	728,298	728,298	148,000	794,000
Enterprise Funds:					
Sewer	8,154,253	8,062,650	8,062,650	7,911,174	6,799,300
<i>Water Fund:</i>					
Water Supply & Treatment Facility	1,879,429	1,805,000	1,795,000	1,778,400	1,946,700
Water Distribution	5,072,658	6,024,420	6,034,420	6,501,943	7,274,000
Total Water Fund	6,952,087	7,829,420	7,829,420	8,280,343	9,220,700
Parking	6,869,476	8,395,900	8,395,900	6,579,300	7,178,400
Transportation	5,071,910	5,633,025	5,633,025	5,054,500	5,290,084
Watershed Restoration	1,441,402	1,883,390	2,124,390	2,115,650	2,075,600
Refuse	2,134,021	3,885,860	3,885,860	3,083,250	3,277,000
Internal Service Funds:					
Self Insurance	4,071,527	4,084,380	4,084,380	1,771,100	2,315,500
Health Insurance	6,939,609	11,960,000	11,960,000	10,975,700	11,952,800
Fleet Operations	2,874,184	2,599,320	2,599,320	2,139,900	2,381,600
Fleet Replacement	228,763	1,077,000	1,077,000	1,394,708	1,372,000
Grand Total	\$ 132,416,884	\$ 145,166,916	\$ 146,922,766	\$ 134,916,066	\$ 146,970,340

Grant Funds Summary

GRANT FUND REVENUE DETAIL

Federal Grants - Revenues	FY 2019 Actual	FY 2020 Revised Budget	FY 2020 Projected	FY 2020 Carry Forward	FY 2021 Additional Grant	FY 2021 Proposed
Police Department						
Bryne Justice Assistance Program	-	50,283	32,096	18,187	15,000	33,187
State Homeland Security Grant	45,930	169,023	98,426	70,597	50,000	120,597
Urban Area Security Initiative Grant	34,106	271,989	169,867	102,122	112,500	214,622
<i>Total Police Department</i>	80,036	491,295	300,389	190,906	177,500	368,406
Fire Department						
Assistance to Firefighters	-	114,361	61,640	52,721	900,000	952,721
Federal Emergency Management - Exhaust System	-	3,589	3,589	-	-	-
Fire Prevention	19,491	-	-	-	-	-
Staffing for Adequate Fire and Emergency Response	818,019	-	-	-	-	-
State Homeland Security Grant	11,104	9,420	9,420	-	25,000	25,000
<i>Total Fire Department</i>	848,614	127,370	74,649	52,721	925,000	977,721
Office of Emergency Management						
Emergency Management Performance Grant	72,997	72,758	-	72,758	80,000	152,758
Hazardous Materials Emergency Preparedness	12,940	24,159	13,959	10,200	25,000	35,200
Hazard Mitigation Plan	2,000	3,644	3,644	-	-	-
State Homeland Security Grant	93,404	421,574	252,189	169,385	95,000	264,385
Urban Area Security Initiative Grant	660,223	1,701,916	994,469	707,447	787,500	1,494,947
<i>Total Office of Emergency Management</i>	841,564	2,224,051	1,264,261	959,790	987,500	1,947,290
Recreation and Parks						
Pumpout Boat	42,028	75,516	51,329	24,187	48,375	72,562
<i>Total Recreation and Parks</i>	42,028	75,516	51,329	24,187	48,375	72,562
Total Federal Grant Revenues	\$ 1,812,242	\$ 2,918,233	\$ 1,690,628	\$ 1,227,604	\$ 2,138,375	\$ 3,365,979

Grant Funds Summary

State Grants - Revenues	FY 2019 Actual	FY 2020 Revised Budget	FY 2020 Projected	FY 2020 Carry Forward	FY 2021 Additional Grant	FY 2021 Proposed
Planning & Zoning						
Ambridge Pond Retrofit	-	19,628	19,628	-	-	-
Census Outreach	-	19,000	19,000	-	-	-
Certified Local Government Education & Training	1,013	2,400	2,400	-	-	-
Critical Area	6,000	3,000	3,000	-	-	-
Community Resiliency	-	40,100	40,100	-	-	-
Maryland Department of Housing & Community Development	100,000	-	-	-	-	-
Lighthouse Emergency Shelter	46,216	-	-	-	-	-
Green Program	15,000	-	-	-	-	-
Maryland Smart Energy	-	55,000	55,000	-	-	-
Maryland Historical Trust - Keeping History Above Water	15,000	-	-	-	-	-
Reduce Plastics in Annapolis	-	10,000	10,000	-	-	-
<i>Total Planning and Zoning</i>	183,229	149,128	149,128	-	-	-
Police Department						
Anne Arundel County 911 Funds	301,676	300,000	300,000	-	300,000	300,000
Auto Larceny Education Reduces Theft (ALERT)	20,936	21,000	21,000	-	21,000	21,000
Governors Office of Crime Control Prevention - Body Armor	-	7,250	7,250	-	-	-
Community Outreach	18,810	8,383	8,383	-	15,000	15,000
Highway Safety Operations	15,498	26,070	23,711	2,359	10,000	12,359
Internal Affairs Conference & Certification	1,756	-	-	-	-	-
Law Enforcement Training Scholarship Program	-	3,000	3,000	-	3,000	3,000
Maryland Criminal Intelligence Network	283,933	285,000	285,000	-	278,000	278,000
Neighborhood Enhancement Team	-	-	-	-	-	-
State Aid for Police Protection (SAPP)	1,045,934	1,137,898	1,137,898	-	1,100,000	1,100,000
<i>Total Police Department</i>	1,688,543	1,788,601	1,786,242	2,359	1,727,000	1,729,359
Fire Department						
Department of Natural Resources - Fire Rescue Boat	-	2,000	2,000	-	-	-
Maryland Institute for Emergency Medical Services Systems - Cardiac Devices	-	11,407	11,407	-	-	-
Maryland Institute for Emergency Medical Services Systems - Continuing Education	6,494	7,487	7,487	-	13,000	13,000
Maryland Institute for Emergency Medical Services Systems - Monitor Defibrillator	-	-	-	-	40,000	40,000
Senator Amoss 508 Funds	89,499	95,520	95,520	-	100,000	100,000
Stop the Bleed Program	2,500	-	-	-	-	-
Department of Natural Resources - Waterway	-	-	-	-	3,200	3,200
<i>Total Fire Department</i>	98,493	114,414	114,414	-	156,200	156,200
Recreation and Parks						
Department of Natural Resources - Debris & Derelict	25,000	25,000	25,000	-	25,000	25,000
Department of Natural Resources - Pumpout Boat	14,009	25,172	17,110	8,063	16,125	24,188
Department of Natural Resources - Waterway Improvement	-	390,082	93,082	297,000	250,000	547,000
<i>Total Recreation and Parks</i>	39,009	440,254	135,191	305,063	291,125	596,188
Total State Grant Revenues	\$ 2,009,275	\$ 2,492,397	\$ 2,184,975	\$ 307,422	\$ 2,174,325	\$ 2,481,747

Grant Funds Summary

County Grants - Revenues	FY 2019 Actual	FY 2020 Revised Budget	FY 2020 Projected	FY 2020 Carry Forward	FY 2021 Additional Grant	FY 2021 Proposed
Police Department						
Alcohol Sales Compliance	14,406	10,000	10,000	-	10,000	10,000
Partnership for Children, Youth and Family	-	25,000	3,515	21,485	-	21,485
Tobacco Sales Compliance	5,403	10,000	10,000	-	10,000	10,000
<i>Total Police Department</i>	19,809	45,000	23,515	21,485	20,000	41,485
Office of Emergency Management						
Naptown Anti-Dope Movement	21,950	-	-	-	-	-
Overdose Free Annapolis	27,642	15,000	15,000	-	42,000	42,000
Substance Use Disorder	-	20,000	20,000	-	90,000	90,000
Your Life Matters	23,481	-	-	-	30,000	30,000
<i>Total Office of Emergency Management</i>	73,073	35,000	35,000	-	162,000	162,000
Total County Grant Revenues	\$ 92,882	\$ 80,000	\$ 58,515	\$ 21,485	\$ 182,000	\$ 203,485

Other Grants - Revenues	FY 2019 Actual	FY 2020 Revised Budget	FY 2020 Projected	FY 2020 Carry Forward	FY 2021 Additional Grant	FY 2021 Proposed
Police Department						
Tactical Ballistic Vest	-	4,006	4,006	-	-	-
<i>Total Police Department</i>	-	4,006	4,006	-	-	-
Fire Department						
Stop the Bleed - ATS	2,500	-	-	-		
<i>Total Fire Department</i>	2,500	-	-	-	-	-
Department of Public Works						
Downtown Annapolis Bike Lane Sharow	20,000	-	-	-	-	-
Recycling Cans City Dock Area	3,000	-	-	-	-	-
<i>Total Department of Public Works</i>	23,000	-	-	-	-	-
Total Other Grant Revenues	\$ 25,500	\$ 4,006	\$ 4,006	\$ -	\$ -	\$ -

Grant Funds Summary

GRANT FUND EXPENDITURE DETAIL

Federal Grants - Expenditures	FY 2019 Actual	FY 2020 Revised Budget	FY 2020 Projected	FY 2020 Carry Forward	FY 2021 Additional Grant	FY 2021 Proposed
Police Department						
Bryne Justice Assistance Program	17,085	33,198	29,562	3,636	15,000	18,636
State Homeland Security Grant	55,287	126,770	48,415	78,355	50,000	128,355
Urban Area Security Initiative Grant	92,509	192,418	80,296	112,122	112,500	224,622
<i>Total Police Department</i>	164,881	352,386	158,273	194,113	177,500	371,613
Fire Department						
Assistance to Firefighters	-	114,361	61,640	52,721	900,000	952,721
Federal Emergency Management - Exhaust System	-	3,987	3,987	-	-	-
Fire Prevention	19,491	-	-	-	-	-
Staffing for Adequate Fire and Emergency Response	817,802	-	-	-	-	-
State Homeland Security Grant	11,104	9,420	9,420	-	25,000	25,000
<i>Total Fire Department</i>	848,397	127,768	75,047	52,721	925,000	977,721
Office of Emergency Management						
Emergency Management Performance Grant	46,198	165,666	92,908	72,758	80,000	152,758
Hazardous Materials Emergency Preparedness	15,776	21,323	11,123	10,200	25,000	35,200
Hazard Mitigation Plan	2,000	3,644	3,644	-	-	-
State Homeland Security Grant	113,455	355,267	131,406	223,861	95,000	318,861
Urban Area Security Initiative Grant	628,854	1,437,053	575,356	861,697	787,500	1,649,197
<i>Total Office of Emergency Management</i>	806,283	1,982,953	814,437	1,168,516	987,500	2,156,016
Recreation and Parks						
Pumpout Boat	43,672	75,516	51,329	24,187	48,375	72,562
<i>Total Recreation and Parks</i>	43,672	75,516	51,329	24,187	48,375	72,562
Total Federal Grant Expenditures	\$ 1,863,233	\$ 2,538,622	\$ 1,099,085	\$ 1,439,537	\$ 2,138,375	\$ 3,577,912

Grant Funds Summary

State Grants - Expenditures	FY 2019 Actual	FY 2020 Revised Budget	FY 2020 Projected	FY 2020 Carry Forward	FY 2021 Additional Grant	FY 2021 Proposed
Planning & Zoning						
Ambridge Pond Retrofit	-	19,628	19,628	-	-	-
Census Outreach	-	19,000	19,000	-	-	-
Certified Local Government Education & Training	1,278	2,135	2,135	-	-	-
Critical Area	6,000	3,000	3,000	-	-	-
Community Resiliency	-	40,100	40,100	-	-	-
Maryland Department of Housing & Community Development	100,000	-	-	-	-	-
Lighthouse Emergency Shelter	46,216	-	-	-	-	-
Green Program	15,000	-	-	-	-	-
Maryland Smart Energy	-	55,000	55,000	-	-	-
Maryland Historical Trust - Keeping History Above Water	-	-	-	-	-	-
Reduce Plastics in Annapolis	-	10,000	10,000	-	-	-
<i>Total Planning and Zoning</i>	168,494	148,863	148,863	-	-	-
Police Department						
Anne Arundel County 911 Funds	228,939	300,000	300,000	-	300,000	300,000
Auto Larceny Education Reduces Theft (ALERT)	21,060	21,000	21,000	-	21,000	21,000
Governors Office of Crime Control Prevention - Body Armor	-	7,250	7,250	-	-	-
Community Outreach	18,810	8,383	8,383	-	15,000	15,000
Highway Safety Operations	9,658	26,070	23,711	2,359	10,000	12,359
Internal Affairs Conference & Certification	1,756	-	-	-	-	-
Law Enforcement Training Scholarship Program	-	3,000	3,000	-	3,000	3,000
Maryland Criminal Intelligence Network	283,933	285,000	285,000	-	278,000	278,000
Neighborhood Enhancement Team	10,938	-	-	-	-	-
State Aid for Police Protection (SAPP)	1,046,822	1,137,898	1,137,898	-	1,100,000	1,100,000
<i>Total Police Department</i>	1,621,916	1,788,602	1,786,243	2,359	1,727,000	1,729,359
Fire Department						
Department of Natural Resources - Fire Rescue Boat	-	2,000	2,000	-	-	-
Maryland Institute for Emergency Medical Services Systems - Cardiac Devices	-	11,407	11,407	-	-	-
Maryland Institute for Emergency Medical Services Systems - Continuing Education	6,494	7,487	7,487	-	13,000	13,000
Maryland Institute for Emergency Medical Services Systems - Monitor Defibrillator	-	-	-	-	40,000	40,000
Senator Amoss 508 Funds	67,216	137,844	102,844	35,000	100,000	135,000
Stop the Bleed Program	2,500	-	-	-	-	-
Department of Natural Resources - Waterway	-	-	-	-	3,200	3,200
<i>Total Fire Department</i>	76,210	156,738	121,738	35,000	156,200	191,200
Recreation and Parks						
Department of Natural Resources - Debris & Derelict	24,780	25,000	25,000	-	25,000	25,000
Department of Natural Resources - Pumpout Boat	1,630	25,172	9,047	16,125	16,125	32,250
Department of Natural Resources - Waterway Improvement	6,918	383,163	86,163	297,000	250,000	547,000
<i>Total Recreation and Parks</i>	33,328	433,335	120,210	313,125	291,125	604,250
Total State Grant Expenditures	\$ 1,899,948	\$ 2,527,538	\$ 2,177,053	\$ 350,484	\$ 2,174,325	\$ 2,524,809

Grant Funds Summary

County Grants - Expenditures	FY 2019 Actual	FY 2020 Revised Budget	FY 2020 Projected	FY 2020 Carry Forward	FY 2021 Additional Grant	FY 2021 Proposed
Police Department						
Alcohol Sales Compliance	11,073	10,000	10,000	-	10,000	10,000
Partnership for Children, Youth and Family	-	25,000	3,515	21,485	-	21,485
Tobacco Sales Compliance	5,282	10,000	10,000	-	10,000	10,000
<i>Total Police Department</i>	16,355	45,000	23,515	21,485	20,000	41,485
Office of Emergency Management						
Naptown Anti-Dope Movement	9,298	2,934	2,934	-	-	-
Overdose Free Annapolis	7,606	48,918	48,918	-	42,000	42,000
Substance Use Disorder	-	20,000	20,000	-	90,000	90,000
Your Life Matters	12,900	6,417	6,417	-	30,000	30,000
<i>Total Office of Emergency Management</i>	29,804	78,269	78,269	-	162,000	162,000
Total Other Grant Expenditures	\$ 46,159	\$ 123,269	\$ 101,784	\$ 21,485	\$ 182,000	\$ 203,485

Other Grants - Expenditures	FY 2019 Actual	FY 2020 Revised Budget	FY 2020 Projected	FY 2020 Carry Forward	FY 2021 Additional Grant	FY 2021 Proposed
Police Department						
Tactical Ballistic Vest	-	4,006	4,006	-	-	-
<i>Total Police Department</i>	-	4,006	4,006	-	-	-
Fire Department						
Stop the Bleed - ATS	2,500	-	-	-	-	-
<i>Total Fire Department</i>	2,500	-	-	-	-	-
Department of Public Works						
Downtown Annapolis Bike Lane Sharow	19,471	529	529	-	-	-
Recycling Cans City Dock Area	3,000	-	-	-	-	-
<i>Total Department of Public Works</i>	22,471	529	529	-	-	-
Total Other Grant Expenditures	\$ 24,971	\$ 4,535	\$ 4,535	\$ -	\$ -	\$ -

Grant Funds Summary

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Unduplicated Appropriations

Schedule of Unduplicated Appropriations - Comparison of Total All-Funds Budget FY2018 - FY2021	FY2018 Final Budget	FY2019 Final Budget	FY2020 Budget	FY2021 Budget as Adopted	Note
General Fund	\$ 77,386,946	\$ 86,560,313	\$ 82,968,000	\$ 86,417,450	
Other Governmental Funds					
Arts in Public Places Fund (AIPPC)	-	27,853	40,000	68,000	Note 1
Community Development Block Grant (CDBG) Fund	-	431,719	463,490	325,000	Note 3
Grants Fund	-	5,326,280	4,602,283	6,306,206	Note 4
Community Legacy Fund	-	223,806	200,000	160,000	Note 5
Police Forfeiture and Asset and Seizure Fund	-	175,000	216,000	183,000	Note 2
Sprinkler Assistance Revolving Fund	-	259,219	333,100	340,600	Note 8
Reforestation Fund	-	105,156	77,800	70,700	Note 6
PEG Fund	-	533,431	137,000	442,400	Note 7
Homeownership Assistance Trust Fund	-	808,877	728,298	794,000	Note 9
Sidewalk Fund	240,000	-	-	-	Note 10
Internal Service funds					
Self Insurance Fund	-	4,690,207	4,084,380	2,315,500	Note 11
Health Insurance Fund	-	12,294,333	11,960,000	11,952,800	Note 11
Fleet Operating Fund	-	2,001,294	2,599,320	2,381,600	Note 12
Fleet Replacement Fund	-	1,280,375	1,077,000	1,372,000	Note 13
Enterprise Funds					
Sewer	8,709,000	8,349,786	8,062,650	6,799,300	
Water	7,743,600	8,341,189	7,829,420	9,220,700	
Parking	7,841,000	7,470,789	8,395,900	7,178,400	
Transportation	3,878,349	5,624,121	5,633,025	5,290,084	
Watershed Restoration	1,500,000	1,532,635	1,883,390	2,075,600	
Refuse	2,149,400	2,775,938	3,885,860	3,277,000	
Grant Total - All Funds	109,448,295	148,812,321	145,176,916	146,970,340	
Less Duplicate Appropriations					
Parking Fund Contribution Transportation Fund	-	(2,100,000)	(2,747,000)	(2,588,900)	
Parking Fund Contribution to the General Fund	(2,400,000)	-	-	-	
General Fund Contribution to Transportation Fund	(2,400,000)	-	-	(25,000)	
General Fund Transfer to Sidewalk Fund	(240,000)	-	-	-	
General Fund Transfer to PEG Fund	-	(472,162)	-	-	
General Fund Transfer to Reforestation Fund	-	(82,484)	-	-	
General Fund Transfer to Sprinkler Assistance Revolving Fund	-	(259,219)	-	-	
General Fund Transfer to Homeownership Assistance Trust Fund	-	(652,877)	-	-	
General Fund Transfer to Forfeiture Asset and Seizure Fund	-	(579,537)	-	-	
General Fund Transfer to Arts in Public Places Fund	(15,300)	(27,853)	(40,000)	(40,000)	
Community Development Block Grant Fund Transfer to Community Legacy Fund	-	(223,806)	-	-	
Internal Service Funds					
Self Insurance Fund	-	(2,747,500)	(2,144,000)	(2,015,500)	
Health Insurance Fund	-	(10,049,517)	(9,920,000)	(9,054,900)	
Fleet Operating Fund	-	(1,801,294)	(2,599,320)	(2,521,600)	
Fleet Replacement Fund	-	(1,088,195)	(1,077,000)	(1,110,000)	
Interfund Reimbursements					
Refuse Fund to General Fund	(546,359)	(223,019)	(269,000)	(319,400)	
Sewer Fund to General Fund	(1,913,381)	(621,208)	(546,000)	(460,300)	
Water Fund to General Fund	(1,360,508)	(422,815)	(677,000)	(627,900)	
Stormwater Fund to General Fund	(144,077)	(55,682)	(104,000)	(95,200)	
Parking Fund to General Fund	(678,191)	(263,172)	(165,000)	(167,300)	
Transportation Fund to General Fund	(855,918)	(371,641)	(688,000)	(695,100)	
Subtotal before Adjustments for Unbudgeted Funds	98,894,561	126,770,340	124,200,596	127,249,240	

Unduplicated Appropriations

Schedule of Unduplicated Appropriations - Comparison of Total All Funds Budget FY2018 - FY2021	FY2018 Final Budget	FY2019 Final Budget	FY2020 Budget as of 03/12/2020	FY2021 Budget as Proposed	Note
<i>Adjustments for Unbudgeted Funds</i>					
PEG	523,231	-	-	-	
Forfeiture and Asset Seizures	599,709	-	-	-	
Grants	4,989,657	-	-	-	
CDBG	218,120	-	-	-	
Community Legacy	223,806	-	-	-	
Sprinkler Assistance	259,219	-	-	-	
Homeownership Assistance	880,754	-	-	-	
Revolving Funds	339,202	-	-	-	
Gifts and Donations	52,000	-	-	-	
Self Insurance Fund	2,547,500	-	-	-	
Health Insurance Fund	8,629,052	-	-	-	
General Fund Expenditures in Excess of Budget	61,222	18,506	-	-	
Unduplicated Appropriations	\$ 118,218,033	\$ 126,788,846	\$ 124,200,596	\$ 127,249,240	
Increase/(Decrease) - All Funds		\$ 8,570,813	\$ (2,588,250)	\$ 3,048,644	
Percent Increase/(Decrease) - All Funds		7%	-2%	2%	
<i>Reasons for increase from FY2018 to FY2019:</i>					
Enterprise Funds	\$ 2,573,100		Incr. in Unduplicated Enterprise Funds' expend.		
General Fund	300,000		Incr. in OPEB funding		
General Fund	490,000		Incr. in Pension to fully fund required contributions		
General Fund	1,994,000		Debt Service-April 2018 refunding pushed debt into FY2019		
General Fund	420,000		Mandatory step increases		
General Fund	1,014,000		Health insurance increases		
General Fund	938,400		Union negotiations		
General Fund	481,600		New positions		
All Governmental Funds	359,713		Incr. in Governmental Funds' expenditures other than debt, salaries and benefits, and new positions		
		\$ 8,570,813			

Unduplicated Appropriations

<p>Note 1: In FY2018, the prior administration did not seek legal budget appropriations for AIPPC expenditures. Actual expenditures were recorded in unbudgeted "revolving funds." For comparison purposes, actual expenditures as recorded in Munis are included above in the FY2018 "Adjustments for Unbudgeted Funds" in the "Revolving Funds" line.</p>
<p>Note 2: In FY2018, the prior administration did not seek legal budget appropriations for Police Forfeiture Fund expenditures. For comparison purposes, FY2018 revenues plus the 6/30/2017 fund balance available to appropriate as recorded in Munis are shown above in the FY2018 column as "Adjustments for Unbudgeted Funds."</p>
<p>Note 3: In FY2018, CDBG was combined with Community Legacy, and the prior administration did not seek legal budget appropriations for either purpose. For comparison purposes, the 6/30/2017 fund balance available to appropriate is shown above in the FY2018 column as "Adjustments for Unbudgeted Funds."</p>
<p>Note 4: In FY2018, the prior administration did not seek legal budget appropriations for Grants Fund expenditures. For comparison purposes, FY2018 revenues plus the 6/30/2017 fund balance available to appropriate as recorded in Munis are shown above in the FY2018 column as "Adjustments for Unbudgeted Funds."</p>
<p>Note 5: In FY2018, CDBG was combined with Community Legacy, and the prior administration did not seek legal budget appropriations for either purpose. For comparison purposes, the 6/30/2017 fund balance available to appropriate is shown above in the FY2018 column as "Adjustments for Unbudgeted Funds."</p>
<p>Note 6: In FY2018, the prior administration did not seek legal budget appropriations for Reforestation expenditures. Actual expenditures were recorded in unbudgeted "revolving funds." For comparison purposes, actual expenditures as recorded in Munis are included above in the FY2018 "Adjustments for Unbudgeted Funds" in the "Revolving Funds" line.</p>
<p>Note 7: In FY2018, the prior administration did not seek legal budget appropriations for PEG expenditures. For comparison purposes, FY2018 revenues plus the 6/30/2017 fund balance available to appropriate as recorded in Munis are shown above in the FY2018 column as "Adjustments for Unbudgeted Funds."</p>
<p>Note 8: In FY2018, the Sprinkler Loan Revolving Fund was combined with the Homeownership Assistance Trust Fund in Munis, and the prior administration did not see legal budget appropriations for either purpose. For comparison purposes, the 6/30/2017 fund balance available to appropriate is shown above in the FY2018 column as "Adjustments for Unbudgeted Funds."</p>
<p>Note 9: In FY2018, the Sprinkler Loan Revolving Fund was combined with the Homeownership Assistance Trust Fund in Munis, and the prior administration did not see legal budget appropriations for either purpose. Munis records show there was no fund balance available to appropriate at the end of FY2017. For comparison purposes, actual expenditures from this fund are shown above in the FY2018 column as "Adjustments for Unbudgeted Funds."</p>
<p>Note 10: This fund was eliminated in FY2019.</p>
<p>Note 11: In FY2018, Self Insurance and Health Insurance were combined in one special revenue fund called the "Self Insurance Fund." The prior administration did not seek legal budget appropriations for this fund or for either purpose. For comparison purposes, actual revenues are shown above in the FY2018 column as "Adjustments for Unbudgeted Funds."</p>
<p>Note 12: This internal service fund was established in FY2019 to allow for more accurate accounting of fleet operating expenses. In FY2018, fleet operating expenses were included in the General Fund and Enterprise Fund budgets by department.</p>
<p>Note 13: This internal service fund was newly established in FY2019. In FY2018, Fleet Replacement expenses were paid from "revolving funds" for which the prior administration did not seek legal budget appropriations. For comparison purposes, actual expenditures for fleet replacements are shown above in the FY2018 column as "Adjustments for Unbudgeted Funds."</p>

Unduplicated Appropriations

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Staffing Summary – Position Count

Fund	Elected	Exempt	Civil Service	Contract	Total
General Fund					
Mayor and City Council	9	7	-	1	17
Office of Law	-	4	5	-	9
City Manager	-	2	1	-	3
Human Resources	-	2	5	-	7
Management Information Technology	-	1	9	-	10
Finance (including Purchasing)	-	1	21	-	22
Planning and Zoning	-	2	28	2	32
Office of Environmental Policy	-	-	3	-	3
Police	-	5	150	19	174
Fire	-	2	140	-	142
Office of Emergency Management	-	1	3	3	7
Public Works	-	1	56	-	57
Recreation and Parks	-	1	22	10	33
Enterprise & Internal Service Funds					
Sewer Fund	-	-	6	-	6
Water Fund	-	-	28	-	28
Transportation	-	1	41	3	45
Watershed Restoration	-	-	5	-	5
Refuse	-	-	4	-	4
Fleet Maintenance	-	-	7	2	9
Total All Funds	9	30	534	40	613

Note: This is the count of full-time and part-time positions included in the Fiscal Year 2021 budget. It does not include the pool of temporary employees, and it does not represent the number of full-time equivalent (FTE) employees.

Staffing Summary – Position Count

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Performance Measures

OFFICE OF ENVIRONMENTAL POLICY			
FY2021 PERFORMANCE MEASURES			
Goals	Objectives	Benchmarks	Performance Measures
<i>Goals are brief, clear statements of an outcome to be reached. A goal is a broad, general, tangible, and descriptive statement.</i>	<i>An objective is a specific, measurable, actionable, realistic strategy used to accomplish a specific goal.</i>	<i>A benchmark is the standard to be met to successfully reach the goal.</i>	<i>Performance measures are the specific measurements that will be used to determine whether the benchmark has been reached.</i>
Improve water quality of Annapolis waterways	Complete projects that earn pollution reduction credits	Meet Municipal Separate Storm Sewer System (MS4) permit requirements	Number of MS4 permit requirements met
	Implement projects identified by GreenVest for Back Creek watershed and Spa Creek watershed		
	Seek input from the Waterways Cabinet	Hold three annual meetings of full membership and quarterly meetings of City membership	Number of meetings held with Waterways Cabinet and issues addressed
	Create City/County agreement to address transboundary pollution, particularly stormwater problems	Execute all agreements to address transboundary pollution	Agreements completed and implementation procedures in place
	Provide information to supporters to use for comments on proposed designation during comment period after EPA review	Implement No Discharge Zone (NDZ)	NDZ approved and implementation education materials and signs prepared and distributed or erected
	Permit broader use of Critical Area Fee In Lieu (FIL) funds	Complete Memorandum of Understanding (MOU) with Critical Area Commission	MOU completed; number and types of activities undertaken with FIL funds
Reduce litter within City limits, including waterways, and reduce litter from reaching landfill	Implement plastic bag ban	Provide input and support to City and State ban efforts	City ban passed
	Educate businesses and residents about pollution from single use plastic and how to reduce plastic litter	Build on the 2019 "Plastic Free Annapolis" campaign to educate more businesses and add greater focus on consumer education	Number of businesses and residents reached with materials; number of businesses and residents that take the plastic-free pledge to reduce use of single use plastics
Protect humans, pollinators, and pollinator habitats from pesticides	Update the City Integrated Pest Management (IPM) Policy per new science and necessary methods of protection	Complete revisions to IPM Policy	IPM Policy completed
	Educate City staff and residents regarding new IPM Policy; implement policy among city departments	Prepare educational materials and communication pieces to city staff and residents	Materials disseminated and IPM implemented in Public Works and Recreation and Parks
	Develop an ordinance banning the use of pesticides containing glyphosate and chlorpyrifos and the use of neonicotinoids within city limits	Proposed ordinance and supporting information prepared	Ordinance passes and information provided to public per ordinance requirements

Performance Measures

OFFICE OF ENVIRONMENTAL POLICY			
FY2021 PERFORMANCE MEASURES			
Goals	Objectives	Benchmarks	Performance Measures
Increase City Urban Tree Canopy	Plant sufficient trees to meet Urban Tree Canopy (UTC) goal of 50% by 2036; draft UTC plan	Plant sufficient trees to meet Tree City USA requirements and be on track for UTC goal plan	Number of trees planted; written plan complete
	Add trees to City capital improvement projects	Incorporate trees into design of city projects and add project sites as available tree mitigation sites	Number of trees planted on city project sites
Reduce food waste	Explore joint initiative with Anne Arundel County, including a food waste ordinance	Develop a city food waste ordinance and identify alternative food use	City Council passes ordinance
	Educate businesses and residents about food waste issues and alternatives	Develop education campaign	Education campaign implemented
Improve City air quality	Add Electric Vehicle (EV) cars to city fleet and install EV charging stations	Evaluate whether the City should buy EV cars in FY22 budget and continue work with BGE to install EV chargers throughout City	Amount of funds appropriated, number of EV or alternative fuel vehicles purchased, number of EV chargers installed
	Determine baseline emissions and actions taken	Complete update to Greenhouse Gas Inventories (GGI) for city and residents/businesses	GGI's complete with baseline, recommendations, and needed actions
	Reduce pollution and energy use through energy efficiency projects	Complete energy efficiency projects in pump houses, top floor of Gotts Garage, and police station; explore other opportunities for energy efficiency	Energy efficiency projects complete per grant from Maryland Energy Administration; number of other projects identified

Performance Measures

FINANCE DEPARTMENT			
FY2021 PERFORMANCE MEASURES			
Goals	Objectives	Benchmarks	Performance Measures
<i>Goals are brief, clear statements of an outcome to be reached. A goal is a broad, general, tangible, and descriptive statement.</i>	<i>An objective is a specific, measurable, actionable, realistic strategy used to accomplish a specific goal.</i>	<i>A benchmark is the standard to be met to successfully reach the goal.</i>	<i>Performance measures are the specific measurements that will be used to determine whether the benchmark has been reached.</i>
Maintain timely and accurate accounting records; strengthen, maintain, and monitor internal controls	Develop reconciliation calendar for all accounts	100% reconciliation and analysis calendar deadlines	Percentage of reconciliations calendar deadlines met
	Standardize the fund accounting in MUNIS, including the capital projects accounts	Record 100% of revenue/expenditures in the correct funds and projects	Percentage of revenue/expenditures recorded in the correct funds and projects
	Conduct risk assessments audits of department controls	Site visits, risk assessment audits conducted with 100% of City departments	Percentage of City departments with completed site visits and risk assessment audits
Provide accurate and timely financial information to City departments; improve reporting capability of MUNIS	<ul style="list-style-type: none"> • Quarterly internal development of financial statements • Timely preparation and review of quarterly financial reports for each capital project 	100% of Budget vs Actual reports (including capital projects) submitted to departments by 15th of each month	Percentage of departments receiving Budget vs Actual reports (including capital projects) by 15th of each month
	<ul style="list-style-type: none"> • Develop, maintain, and evaluate long-term financial projections • Produce 5-year projections and disseminate to departments, Finance Committee, Audit Committee, and Financial Advisory Commission 	100% of quarterly updates of long-term projections submitted to departments, Finance Committee, Audit Committee, and Financial Advisory Commission by the end of the month following each quarter	Percentage of updates submitted to departments, Finance Committee, Audit Committee, and Financial Advisory Commission by end month following each quarter
	Implement Open Gov Software	Successful implementation of one Open Gov software module each quarter	Number of Open Gov software modules implemented each quarter
Provide accurate and timely billings for utility, CFA, and general billings	Standardize and consistently apply payment and adjustment policies	Determine number of updated City Code provisions needed to standardize application of utility adjustments and related penalties	Number of policy and code changes implemented to standardize application of utility adjustments and related penalties
	Provide residents with timely, consistent, well-informed, and cordial service	25% fewer customer complaints compared to previous year	Number of customer complaints

Performance Measures

FINANCE DEPARTMENT			
FY2021 PERFORMANCE MEASURES			
Goals	Objectives	Benchmarks	Performance Measures
Protect City deposits and maximize related earnings	Maintain collateral balances	Maintain collateralization on 100% of deposits in accordance with policy	Percentage of deposits collateralized in accordance with policy
	Maintain responsible and efficient banking relationships	Issuance of RFP for banking relationships and consideration of proposals	New banking relationships implemented
	Reduce number of bank accounts	Determine number of bank accounts needed and close unneeded accounts	Number of unneeded accounts closed
Improve efficiency of Finance Office operations	Update and implement financial policies and procedures and related manual; introduce any needed legislative changes	Update and disseminate manual	Updated manual disseminated
	Maintain accurate and timely payroll processes and reporting	Reduce number of payroll adjustment or reissues by 20% per pay period	Number of payroll adjustment or reissues needed per pay period
	Increase office efficiency	Reduce cost of operations by 10% by reducing time need to complete tasks	Percentage of operating costs saved
Efficient management of City debt	Minimize amounts borrowed and ensure effective interest rates	Implement just in time borrowing; use competitive bidding for department issuances	Competitive bidding for debt issuances and just in time borrowing implemented
	Timely reimbursement of capital expenditures	Quarterly drawdown of debt proceeds to reimburse City cash	Frequency of drawdowns from bond proceeds
Produce accurate and timely reporting of grants activity; atandardize grants management	Conduct quarterly reviews of grant activity and provide feedback to departments as necessary	Conduct one training using outside grants specialist and one internally facilitated training on City policies	Number of grant management training sessions conducted
Minimize risk for City employees and City property	Increase safety of City work environments through inspections and safety training at each department	Conduct quarterly evaluations of department progress in reducing risk and occurrences	Number of evaluations of department risk occurrences at City work locations
Increase efficiency of City spending; maximize use of Women and Minority Business Enterprise (W/MBE) vendors	Increase W/MBE participation	Implement W/MBE goals and procurement outreach plan by or before July 1, 2021	W/MBE goals and procurement outreach plan implemented
Expand use and enhance accountability over procurement card use	Update procurement card policy to allow cards to be issued by name	Update Procurement Card Policy in FY2021	Timeliness of Procurement Card Policy update

Performance Measures

FIRE DEPARTMENT			
FY2021 PERFORMANCE MEASURES			
Goals	Objectives	Benchmarks	Performance Measures
<i>Goals are brief, clear statements of an outcome to be reached. A goal is a broad, general, tangible, and descriptive statement.</i>	<i>An objective is a specific, measurable, actionable, realistic strategy used to accomplish a specific goal.</i>	<i>A benchmark is the standard to be met to successfully reach the goal.</i>	<i>Performance measures are the specific measurements that will be used to determine whether the benchmark has been reached.</i>
To provide a safe environment for the community	To minimize the impact of fire and injury through education, quality service, preparedness, and culture of safety	To reduce the amount of loss due to fires and injuries in our jurisdiction	Tracking of turnout time and response time
			Amount of time units are at the hospital waiting to turn patient over
			Track the number of complaints and thank yous received from citizens
			Maintain our ISO 1 rating
Increase minimum staffing of operations of department	To have 25 personnel per operations platoon including a minimum of 12 ALS personnel	To have a fully staffed fire department with trained ALS providers	Number of personnel working on their assigned duties
Reduce the number of cancer cases in the department	Continue to educate AFD personnel in ways to prevent cancer through the Cancer Awareness and Prevention project	Zero cases of personnel with presumptive cancers believed to be caused by their job	Track the number of cases of cancer experienced in Fire Department personnel
Ensure Advanced Life Support (ALS) providers maintain and enhance their skills and proficiency	Continue the ALS Providers Skills Enhancement Rotation program	To have all ALS providers in Operations receive time off the ambulances for skills enhancement	Track the number of ALS providers who have time off the ambulances
			Track the number of hours of training and areas the training covers
Provide community outreach programs	Through public education, reach more of the city residents in fire prevention and EMS skills	To have cardiopulmonary resuscitation (CPR), Emergency Medical Services (EMS) skills, Fire Prevention, and substance abuse intervention taught to all city residents who are interested	Number of public education classes taught; Include the number of citizens trained and the type of training received as well as whether it was in English or Spanish
Begin Mobile Integrative Health program	To find alternatives to traditional emergency room transports and treatments for our citizens	To have a trial interagency team to target high utilization/high risk citizens with telehealth protocol and alternate destination for Medicare patients	Complete the legal and medical steps needed to allow for this alternative team
			Number of patients in the program and their outcomes

Performance Measures

TRANSPORTATION DEPARTMENT - TRANSPORTATION OPERATIONS			
FY2021 PERFORMANCE MEASURES			
Goals	Objectives	Benchmarks	Performance Measures
<i>Goals are brief, clear statements of an outcome to be reached. A goal is a broad, general, tangible, and descriptive statement.</i>	<i>An objective is a specific, measurable, actionable, realistic strategy used to accomplish a specific goal.</i>	<i>A benchmark is the standard to be met to successfully reach the goal.</i>	<i>Performance measures are the specific measurements that will be used to determine whether the benchmark has been reached.</i>
Improve the reliability, convenience and customer service of bus transit service	Improve transit service reliability	Achieve an 85% on-time performance of transit vehicles	Percentage of on-time performance of transit vehicles (fixed routes only)
		100% of scheduled annual service hours (excluding shutdowns due to uncontrollable events , e.g. snow storm)	Percentage of Transit Service Delivery
	Improve customer satisfaction	No more than 10 valid customer complaints per 100,000 boarding trips	Number of valid customer complaints per 100,000 boarding trips
	Implement a cost-neutral, pilot feeder connection on weekdays	Improve transit ridership experience by connecting underserved transit dependent neighborhoods with the core routes	Successful conversion of the current Orange route
Improve operational safety and security	Reduce FTA reportable accidents	No more than 0.1 accidents per 100,000 vehicle revenue miles	Bus accident rate per 100,000 vehicle revenue miles
	Maintain a safe and reliable transit fleet that is 100% wheelchair accessible	100% adherence to wheelchair access and ramp requirements	Accurate and comprehensive daily pre-trip inspections including wheelchairs/ramps
		100% adherence to preventative maintenance program requirements	Adhere to preventative maintenance program
Make transit buses a safe and secure environment for customers and bus operators	Installation and maintenance of video surveillance cameras on all transit buses	Total number of transit buses with functioning video camera surveillance	
Compliance with all applicable Federal Transit Administration (FTA) and/or Maryland Transit Administration (MTA) requirements	Comply with quarterly reporting requirements	100% adherence	On-time preparation and submission of compliance reports and requests for reimbursement
	Comply with National Transit Database (NTD) reporting	100% adherence	Accurate preparation, submission of reports and acceptance by FTA
Maximize use of all funding sources	Increase passenger fare revenue through elimination of fare evasion and enforcement of fare policy	Maintain a system-wide farebox recovery ratio of 20%	Annual farebox recovery ratio (% of direct operating costs recovered through passenger fare revenue and other non-fare revenues , e.g. advertising)
	Optimize transit operations expenses including transit vehicle maintenance expenses	\$65 per hour (consistent with MTA requirement)	Direct operating cost per hour (excluding administrative and overhead charges)

Performance Measures

TRANSPORTATION DEPARTMENT - PARKING OPERATIONS			
FY2021 PERFORMANCE MEASURES			
Goals	Objectives	Benchmarks	Performance Measures
<i>Goals are brief, clear statements of an outcome to be reached. A goal is a broad, general, tangible, and descriptive statement.</i>	<i>An objective is a specific, measurable, actionable, realistic strategy used to accomplish a specific goal.</i>	<i>A benchmark is the standard to be met to successfully reach the goal.</i>	<i>Performance measures are the specific measurements that will be used to determine whether the benchmark has been reached.</i>
Ensure on-street parking regulations are enforced equitably and consistently	Effectively enforce on-street parking regulations equitably and consistently	85% of residential parking district area covered by daily	Percent of residential parking district area covered by daily
		95% parking meters compliance and working order	Percent parking meters compliance and working order
Support economic viability by balancing competing demands for limited parking spaces	Ensure on-time resolution of customer complaints	Response to 95% of all valid customer complaints within two days	Management response to all valid customer complaints within two days as a percentage of all valid complaints
Improve operational efficiency of parking management	Improve safety and enhance residential quality of life	Towing 100% of abandoned vehicles	Percentage of abandoned vehicles towed
	Improve collection and clearance rates of issued parking violations	85% collection rate on issued violations	Collection rate of fines from issued violations
		90% clearance of issued violations collected	Clearance rate of issued violations collected

Performance Measures

HUMAN RESOURCES OFFICE			
FY2021 PERFORMANCE MEASURES			
Goals	Objectives	Benchmarks	Performance Measures
<i>Goals are brief, clear statements of an outcome to be reached. A goal is a broad, general, tangible, and descriptive statement.</i>	<i>An objective is a specific, measurable, actionable, realistic strategy used to accomplish a specific goal.</i>	<i>A benchmark is the standard to be met to successfully reach the goal.</i>	<i>Performance measures are the specific measurements that will be used to determine whether the benchmark has been reached.</i>
Ensure that the City workforce is highly qualified and diverse	Identify sources to guide outreach to reach qualified and diverse candidates, including professional associations and alumni associations	Increase number of outreach organizations engaged by 10%	Number of organizations engaged through outreach
	Include social media outlets in recruitment efforts	Implement a process for creating social media posts to market open opportunities	Social media program implemented
	Increase access to City jobs via electronic platforms	Increase number of on-line applicants vs. hard copy applications by 10%	Number of applicants using on-line vs. hard copy applications to evaluate progress
Recruit, retain and engage employees through competitive and comprehensive benefits programs	Use quarterly meetings to evaluate cost data and reevaluate vendor support for each provider	Use quarterly meetings to evaluate cost data and reevaluate vendor support	Quarterly meetings used to evaluate cost data and reevaluate vendor support
	Compare benefit offerings to those of competing jurisdictions and new trends	Work with insurance broker to complete evaluation of benefit services and extract benefit survey information from Local Government Professional Association survey	Complete evaluation of benefit services
Ensure employees and retirees are satisfied with access to benefits	Track all inquiries for service from employees and retirees that are error-based, including date received and date resolved	Resolve 98% of complaints from employees within 48 hours.	% of complains resolved in 48 hours
Ensure the city workforce is well-trained in best practices and latest technology.	Evaluate current offerings for compliance requirements, look for low-cost or free sources of education, and utilize new Navigator program to inform employees	Increase access and registration to free training by 30%, and increase annual training by two courses	% of employees accessing free training and participating in at least two courses

Performance Measures

MANAGEMENT INFORMATION TECHNOLOGY OFFICE			
FY2021 PERFORMANCE MEASURES			
Goals	Objectives	Benchmarks	Performance Measures
<i>Goals are brief, clear statements of an outcome to be reached. A goal is a broad, general, tangible, and descriptive statement.</i>	<i>An objective is a specific, measurable, actionable, realistic strategy used to accomplish a specific goal.</i>	<i>A benchmark is the standard to be met to successfully reach the goal.</i>	<i>Performance measures are the specific measurements that will be used to determine whether the benchmark has been reached.</i>
Increase productivity in City agencies by reducing manual processes using automation	Meet with departments to discuss their needs and prioritize software module rollouts	Using agency input, develop and schedule software module rollouts for three City departments or offices	Number of departments deploying new software modules
	Complete implementation of unused Munis modules, eliminating manual processes	Implement four Munis modules as identified by City departments or offices	Number of Munis modules implemented by City departments or offices
Improve public access to GIS data	Work with City agencies to allow to open data web portal and allow public access to maps of City services	Implement 10 layers and applications of open data web portal and make available to the public	Number of layers and applications of open data web portal made public available
	Work with Public Information Officer to engage the public in use of GIS data through social media platforms	Increase percentage of website hits to access GIS data by 20%	Number of/percent increase of website hits to access GIS data
Improve efficiency and reliability of Information Technology (IT) data center	Use server virtualization to increase efficiency and reduce carbon footprint	Plan and implement virtualization for five servers	Number of servers virtualized
Develop plan to make city technology available to all citizens.	Ensure that City website, documents, forms, videos, online programs, and services are Americans with Disabilities Act (ADA) compliant	5,000 pages and documents fixed and made compliant	Number of pages and documents fixed and made compliant
	Train City content providers to produce ADA compliant documents	100% of new content posted to website is ADA compliant	Percentage of new content posted to website that is ADA compliant
Keep the City IT environment safe from ransomware and other data breaches	Stay abreast of constantly changing IT security landscape via training and education	50 hours training and education completed	Amount of training and education hours completed
	Improve password and group policy enforcement for all servers and PCs	350 PCs and 12 servers joined to the domain	Number of PCs and servers joined to the domain

Performance Measures

OFFICE OF LAW			
FY2021 PERFORMANCE MEASURES			
Goals	Objectives	Benchmarks	Performance Measures
<i>Goals are brief, clear statements of an outcome to be reached. A goal is a broad, general, tangible, and descriptive statement.</i>	<i>An objective is a specific, measurable, actionable, realistic strategy used to accomplish a specific goal.</i>	<i>A benchmark is the standard to be met to successfully reach the goal.</i>	<i>Performance measures are the specific measurements that will be used to determine whether the benchmark has been reached.</i>
Provide timely legal advice and counsel to City officials, departments, and agencies	Respond to requests for legal opinions within 48 hours	95% initial responses within 48 hours	Average number of hours it takes to respond to initial request for service
	Provide well-reasoned and researched legal memoranda and opinions to City officials, departments, and agencies within two weeks of any request	100% completion within two weeks	Average number of days it takes for staff attorneys to respond with final product
Prepare legally supportable legislation	Prepare legislative proposals, including substantive corrective revisions to City Code	Staff attorneys shall prepare 100% of all legislation requested by City Council members	Number of hours worked by contract legislative counsel
Successfully represent the City and its officials and employees in court and in other quasi-judicial and administrative proceedings	Prepare defense of civil actions against the City, including workers compensation cases, and prepare claims for municipal infractions	Office of Law shall prevail in at least 90% of matters brought against the City and at least 90% of municipal infractions brought by the Office of Law	Percent of cases where the Office of Law prevails in cases brought against the City
Prepare and provide safe custody of all legislative records and documents in hard-copy and in cloud-based storage and review applications	Prepare, record, and publish City Council agenda and meeting records for each council meeting, worksession, and standing committee meeting	100% of City Council and standing committee action recorded, published and preserved for public information	Percent of City Council and standing committee meetings and actions published for public information
Provide legal counsel and executive staff support to various City boards, commissions, and standing committees of the City Council	Provide advice and counsel and in some cases staff support to City boards, commissions, and council standing committees	No complaints from clients	Number of complaints received from clients upon issuance and review of survey results
Staff and manage a trusted, problem-free citywide election in 2021	Prepare, staff, and manage citywide election in 2021	No complaints regarding hosting a municipal election	Number of complaints received from voters, volunteers, or state and county officials
Respond timely to public information requests	Process all Public Information Act requests within the time period mandated by City Code and State law	90% on-time response to all Annapolis Public Information Act (APIA) requests.	Average number of days it takes for an APIA request to be completed

Performance Measures

POLICE DEPARTMENT			
FY2021 PERFORMANCE MEASURES			
Goals	Objectives	Benchmarks	Performance Measures
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Create security conditions that make Annapolis residents and visitors feel safe and enable a strong and cohesive community	Deter and prevent crime, especially serious offenses	Use in-house crime data and Uniform Crime Reporting (UCR) and National Incident-Based Reporting System (NIBRS) statistics to reduce crime to levels lower than FY2020 statistics	Rates of all crime in FY2021
Strengthen department efforts to earn public trust and cooperation	Increase community outreach events sponsored by the department	Host or attend at least one outreach event in each City Council ward each month	Number of events hosted or attended in each ward each month
Achieve and sustain organizational excellence	Stay ready for all internal and external compliance and certification inspections	100% compliance on internal inspection criteria	Percentage of compliance on internal inspection criteria
Strengthen our workforce and optimize resource management	Recruit and retain the best and brightest, recognizing the power of diversity	Host three recruitment events	Number of recruitment events hosted
	Ensure efficient utilization of existing funding, personnel, equipment, and infrastructure	Effectiveness of personnel, equipment, and infrastructure compared to resources spent	Demonstrated return on investment in personnel, equipment, and infrastructure expenditures

Performance Measures

DEPARTMENT OF PUBLIC WORKS			
FY2021 PERFORMANCE MEASURES			
Goals	Objectives	Benchmarks	Performance Measures
<i>Goals are brief, clear statements of an outcome to be reached. A goal is a broad, general, tangible, and descriptive statement.</i>	<i>An objective is a specific, measurable, actionable, realistic strategy used to accomplish a specific goal.</i>	<i>A benchmark is the standard to be met to successfully reach the goal.</i>	<i>Performance measures are the specific measurements that will be used to determine whether the benchmark has been reached.</i>
STREETS AND CITY BUILDINGS			
Maintain clean, servicable streets	Ensure streets are free of potholes	2,500 potholes repaired	Number of potholes repaired
	Ensure streets are clean	7,500 miles of street sweeping	Number of miles of streets swept with mechanical street sweeper
Provide functional City buildings in a cost effective manner	Ensure upkeep and maintenance in City buildings	750 work orders completed on City buildings	Number of work orders completed
ENGINEERING			
Recapitalize City infrastructure assets (streets, sidewalks, utilities) in an effective and cost efficient manner	Implement a pavement management system to achieve a 20-year service life for all City streets	4.5 miles of streets resurfaced	Miles of streets resurfaced
	Implement an effective sidewalk replacement program	15,000 square feet of sidewalks replaced	Square fee of sidewalks replaced
	Ensure sewer collection system recapitalization	5,000 feet of waterlines replaced	Waterlines replaced (feet)
	Ensure sewer collection system recapitalization	6,000 feet of sewer mains relined or replaced	Linear feet of sewer mains relined or replaced
Complete capital projects on time and within budget	Ensure key capital projects are completed timely: - Truxtun Park swimming pool - Truxtun Park tennis/pickleball courts - PW maintenance facility	All projects completed on time	Number of projects completed by scheduled completion date
	Ensure key capital projects within budget: - Truxtun Park swimming pool - Truxtun Park tennis/pickleball courts - PW maintenance facility	All projects completed within budget	Actual project costs compared to project budget

Performance Measures

DEPARTMENT OF PUBLIC WORKS			
FY2021 PERFORMANCE MEASURES			
Goals	Objectives	Benchmarks	Performance Measures
UTILITIES			
Provide high quality, safe drinking water to all customers	Implement an effective asset management system for the water distribution system	5,000 feet of water lines scanned for leaks	Linear feet of water mains scanned for leaks
		300 water valves exercised, tested and inspected	Number of water valves exercised, tested, and inspected
		5,000 feet of waterlines replaced	Linear feet of waterlines replaced
Provide worry-free utilities services to all customers	Implement an effective asset management system for the sewer collection system	20,000 feet of sewer mains inspected via Closed Circuit Television (CCTV)	Linear feet of sewer mains inspected
		100 sewer manhole inspections	Number of sewer manhole inspections
		6,000 feet of sewer mains relined or replaced	Linear feet of sewer mains relined or replaced
Practice highly effective asset management on the utility systems	Maximize the preventive maintenance of sewer lines	200,000 feet of sewers checked and cleaned	Linear feet of sewer mains maintained
	Inspect fire hydrants annually	100% of fire hydrants (1,300) inspected	Number of fire hydrants inspected
	Maximize the preventive maintenance of storm drains	12,500 feet of storm drain pipes checked and cleaned	Linear feet of storm drains maintained
	Produce high quality drinking water	No water quality issues annually	Number of water quality issues found
SOLID WASTE			
Provide high quality, environmentally friendly solid waste service to residents	Maximize customer service provided to residents (minimize validated complaints received from customers)	No more than 10 validated customer complaints each month	Number of validated customer complaints
	Maximize the collection of recyclable materials	3,500 tons of recycling	Tons of recycling collected
	Maximize the collection of yard trim	1,500 tons of yard trim	Tons of yard trim collected
	Maximize the diversion rate of materials from going to a landfill	12-month rolling diversion rate greater than 45%	12-month rolling diversion rate (%)
FLEET MANAGEMENT			
Provide reliable, serviceable fleet assets to internal City customers in a cost effective manner	Optimize the average age of the fleet for the Fire Department, Police Department, and all other departments	Optimal Average Age of Fleets: Fire Department - 7 years Police Department - 7 years All other departments - 8 years	Average age of Fire Department, Police Department, and all other departments' fleets
	Maximize the number of Preventive Maintenance (PM) orders performed	400 PMs performed	Number of PMs performed
	Minimize the number of emergency road calls that have to be made	No more than 250 road calls	Number of emergency road calls

Performance Measures

DEPARTMENT OF PLANNING AND ZONING			
FY2021 PERFORMANCE MEASURES			
Goals	Objectives	Benchmarks	Performance Measures
<i>Goals are brief, clear statements of an outcome to be reached. A goal is a broad, general, tangible, and descriptive statement.</i>	<i>An objective is a specific, measurable, actionable, realistic strategy used to accomplish a specific goal.</i>	<i>A benchmark is the standard to be met to successfully reach the goal.</i>	<i>Performance measures are the specific measurements that will be used to determine whether the benchmark has been reached.</i>
COMPREHENSIVE PLANNING			
Ensure land use plans that shape the appearance of the community balance private and community interests and protect public investment and valued resources	Use community collaboration and visioning to update the 2009 Comprehensive Plan	Adoption of updated plan by City Council following collaboration with residents from all City Council wards	Number of City Council wards represented during collaboration in the updated comprehensive planning process
Ensure zoning code requirements are clear, accessible, and easy to understand	Improve information available online by adding "how to" videos to the City's Planning and Zoning website	Post one video per month	Number of videos posted each month
	Clarify and simplify the the zoning code with public input and monitoring of success	One new piece of legislation clarified every two months	Number of ordinances introduced each month that make clarifying amendments to the zoning code
Ensure the Capital Improvement Program (CIP) is consistent with City land use plans	Include a statement in the CIP for each project that indicates the land use plans with which the project is consistent	100% of capital projects identify the related land use plans	Percentage of capital projects that identify the related land use plans
	Participate in Capital Steering Committee budget review meetings	100% attendance by standing committee members at CIP meetings	Number of CIP meetings attended by standing committee members
CURRENT PLANNING AND DEVELOPMENT REVIEW			
Ensure quality design and development review	Update forms and guidelines to ensure greater public access to the development review process	Update two forms and sets of guidelines per month	The number of forms and guidelines updated each month
Support technical assistance for neighborhood revitalization	Maintain adequate staff having necessary and diverse skills	Staff from each division participates in one training activity per division per month	The number of training opportunities attended per month by staff in each division
Ensure application for a development project is complete in a timely fashion so the applicant can make deadlines for public hearings and agency review	Improve monitoring, tracking and reporting for major developments	Review 100% of project applications for completeness within three days of receipt	Percentage of project applications reviewed for completeness within three days of receipt

Performance Measures

DEPARTMENT OF PLANNING AND ZONING			
FY2021 PERFORMANCE MEASURES			
Goals	Objectives	Benchmarks	Performance Measures
COMMUNITY DEVELOPMENT			
Improve the quality of existing homeowner housing	Provide financial assistance to low- and moderate-income homeowners to rehabilitate their existing owner-occupied housing	Six units of owner-occupied housing units rehabilitated	The number of owner-occupied homes rehabilitated
Improve quality of existing affordable rental units	Provide support to affordable housing developers/owners and public housing authorities to rehabilitate housing units rented to low and moderate income tenants	154 rental housing units rehabilitated	Number of rental housing units rehabilitated
Increase homeownership opportunities for low- to moderate-income households	Provide funds to acquire and rehabilitate vacant buildings for homeownership for low- and moderate-income households	Funds provided to support rehabilitation of one vacant housing unit	Number of vacant housing units rehabilitated
	Provide settlement expense assistance to eligible households to purchase a home	Provided direct financial assistance to cover settlement costs for ten low- to moderate-households	Number of low- and moderate-income households provided with direct financial assistance for settlement costs to purchase a new home
Maintain financial support for employment training programs	Support and encourage job training opportunities, including GED preparation, computer skills training, job search, and career pathways	Funding provided to support training for 50 persons	Number of persons supported through funded workforce training programs
Increase awareness of the Moderately Priced Dwelling Unit (MPDU) Program	Work with the City's Public Information Officer to develop and implement a public awareness campaign for the MPDU program	Develop and implement a public awareness campaign	Public awareness campaign implemented
	Revise and update <i>Policies and Procedures Manual</i> and City website	Updated <i>Policies and Procedures Manual</i> and City website	<i>Policies and Procedures Manual</i> and City website are updated

Performance Measures

DEPARTMENT OF PLANNING AND ZONING			
FY2021 PERFORMANCE MEASURES			
Goals	Objectives	Benchmarks	Performance Measures
ECONOMIC DEVELOPMENT			
Facilitate a positive business climate for the recruitment of businesses to Annapolis	Establish an Annapolis Ambassadors Program	Recruit 5-10 business owners or executives to serve as Ambassadors when businesses are considering relocating to the city	Number of business owners and executives that have signed up for the Ambassador program
Raise the profile of Annapolis for the recruitment of businesses to the City	Enhance the image of Annapolis as a great place to launch or grow a business	Complete four business recruitment missions per year	Number of business recruitment missions completed
Facilitate a positive business climate for the retention of Annapolis businesses	Retain existing businesses and jobs while heading off potential vacancies	Complete five site visits to existing businesses per month to offer support and stay abreast of any potential challenges	Number of site visits completed per month
Serve as a resource and conduit to City government for the Annapolis business community	Assist the various needs of the local business community to help facilitate their success	Provide business assistance to 20 businesses per month	Number of businesses assisted per month
HISTORIC PRESERVATION			
Ensure preservation of Historic District	Make the Historic Preservation Commission public hearing process informative and understandable by ensuring applicants understand the review process	90% of public hearing applications are approved each month	Percentage of public hearing applications approved each month
	Communicate with the applicant/property owner to resolve violations quickly	100% of violations resolved or enforced within 90 days	Percentage of violations resolved or forwarded to the Office of Law for enforcement within 90 days
	Provide technical assistance resources for property owners and contractors on the HPC web page	Add six new informative links about historic preservation issues to the web per year	Number of new links added to the HPC web page

Performance Measures

DEPARTMENT OF RECREATION AND PARKS			
FY2021 PERFORMANCE MEASURES			
Goals	Objectives	Benchmarks	Performance Measures
<i>Goals are brief, clear statements of an outcome to be reached. A goal is a broad, general, tangible, and descriptive statement.</i>	<i>An objective is a specific, measurable, actionable, realistic strategy used to accomplish a specific goal.</i>	<i>A benchmark is the standard to be met to successfully reach the goal.</i>	<i>Performance measures are the specific measurements that will be used to determine whether the benchmark has been reached.</i>
Promote healthy lifestyles by delivering quality, inclusive programming at the City's parks, pools, and recreation facilities	Increase competitive programs, partner with sports organizations, and encourage tournaments	Increase recreational player use of facilities by 20%	Percentage increase of use by recreational players
	Create marketing plan for diverse audiences	15% increase in the number of newsletter subscribers and social media followers	Percentage increase in newsletter subscribers and social media followers
	Offer athletic programs and classes attractive to diverse audiences	100% registration in 90% of classes and programs	Percentage of registration in 90% of classes and programs
	Maximize participation of youth summer camp, after school, and out of school programming	100% enrollment in youth programming	Enrollment percentages in youth programs
Maintain and improve the health of the City of Annapolis parks and trails for the benefit of present and future generations	Increase capacity and use of Waterworks Park	Complete feasibility study for the renovation of Waterworks historic building	Percentage completion of feasibility study for the renovation of Waterworks historic building
	Increase utilization of parks and trails	30 social posts from parks and trails users each month on Recs and Parks pages	Number of social posts from parks and trails users each month on Recs and Parks pages
	Increase quality of experience at recreational facilities	100% implementation of a facilities improvement program for the Stanton Center	Stanton Center facilities improvement program implemented
Deliver parks and recreation services in a cost-efficient manner	Automate membership services and class reservations systems	Implement 100% of applicable modules of Civic Plus Software System	Percentage of applicable modules of Civic Plus Software System implemented

Performance Measures

OFFICE OF EMERGENCY MANAGEMENT			
FY2021 PERFORMANCE MEASURES			
Goals	Objectives	Benchmarks	Performance Measures
<i>Goals are brief, clear statements of an outcome to be reached. A goal is a broad, general, tangible, and descriptive statement.</i>	<i>An objective is a specific, measurable, actionable, realistic strategy used to accomplish a specific goal.</i>	<i>A benchmark is the standard to be met to successfully reach the goal.</i>	<i>Performance measures are the specific measurements that will be used to determine whether the benchmark has been reached.</i>
Build a robust level of preparedness to ensure the City's ability to adapt to changing conditions and to withstand disruptions in the aftermath of a catastrophic incident.	Maintain capacity to respond and coordinate quickly and effectively to any situation with or without notice	Ten programs facilitated citywide	Number of facilitated training, exercises, and outreach programs citywide
	Support City offices and departments in their efforts to increase their emergency support function capabilities	Five programs supported by grant funds	Number of preparedness and response related programs supported by grant funds
		Three plans completed	Number plans completed based upon the breadth, range, and complexity of the plan
Mitigate the loss of life and property by floods, hurricanes, and snowstorms.	Lessen the impact of future disasters and protect citizens, residents, visitors, and assets against the greatest threats and hazards in a manner that allows our interests, aspirations, and way of life to thrive	Five mitigation actions	Number of mitigation actions
Support the reduction of the impacts from Substance Use Disorders (SUD)	Continue Opioid Intervention Team (OIT) and related programs; monitor the effectiveness of SUD programs	Less than 25 overdoses per month; two SUD programs initiated	Number of fatal and non fatal overdoses. Number of SUD prevention, enforcement, and treatment programs initiated
Provide a system of prevention measures that make a terrorist attack difficult.	Maintain capacity to respond and coordinate quickly and effectively to any situation with or without notice	Three terrorist-related training and prevention measures initiated	Number of terrorist related training and prevention measures initiated

Revenue Detail by Fund

General Fund	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Adjusted Budget	FY 2020 Projected	FY 2021 Adopted
Taxes:					
<i>Real and personal property</i>					
Real property	\$ 50,457,045	\$ 51,884,000	\$ 51,884,000	\$ 52,573,275	\$ 54,518,000
Personal	2,989,277	2,950,000	2,950,000	2,543,113	2,435,000
<i>Total Real and personal property</i>	53,446,322	54,834,000	54,834,000	55,116,388	56,953,000
Penalties and interest	199,991	149,800	149,800	30,000	100,000
Total Taxes	53,646,313	54,983,800	54,983,800	55,146,388	57,053,000
Licenses and Permits:					
<i>Street use</i>					
Street privileges	205,586	220,000	220,000	33,000	200,000
Sidewalk	13,620	14,000	14,000	-	14,000
<i>Total Street use</i>	219,206	234,000	234,000	33,000	214,000
<i>Business</i>					
Alcoholic beverages	466,512	450,000	450,000	448,077	403,000
Traders	67,856	79,000	79,000	40,984	41,000
Vendors	74,420	85,000	85,000	129,111	75,000
Towing	235	5,000	5,000	283	1,000
<i>Total Business</i>	609,023	619,000	619,000	618,455	520,000
<i>Other</i>					
Building	1,069,220	1,050,000	1,050,000	900,000	903,500
Certificate of occupancy	21,750	25,000	25,000	20,000	19,600
Real Property Transfer Fee	79,200	85,000	85,000	83,728	67,000
Use permits	69,204	65,000	65,000	50,000	45,000
Cable television franchise fees	867,264	825,000	825,000	835,000	800,000
Other	170,820	353,300	353,300	217,357	195,500
<i>Total Other</i>	2,277,458	2,403,300	2,403,300	2,106,085	2,030,600
Total Licenses and Permits	3,105,687	3,256,300	3,256,300	2,757,540	2,764,600
Fines and Forfeitures:					
Municipal Infractions	53,310	50,000	50,000	50,400	50,000
Speed enforcement program	135,112	200,000	200,000	154,616	130,000
Auto Traffic Signal	156,248	175,000	175,000	110,000	110,000
Other	11,478	10,000	10,000	15,000	10,000
Total Fines and Forfeitures	356,148	435,000	435,000	330,016	300,000

Continued

Revenue Detail by Fund

General Fund	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Adjusted Budget	FY 2020 Projected	FY 2021 Adopted
Interest, Rent, and Other:					
Interest, dividends, and other	\$ 1,110,597	\$ 1,000,000	\$ 1,000,000	\$ 1,127,127	1,017,000
Rents and concessions	203,840	288,000	288,000	257,000	266,000
Payments in lieu of taxes	228,431	261,000	261,000	343,591	285,000
Total Interest, Rent, and Other	1,542,868	1,549,000	1,549,000	1,727,718	1,568,000
Intergovernmental:					
State Payment in Lieu of Taxes	367,000	-	-	-	750,000
Utility tax	444,466	560,000	560,000	486,630	423,000
Hotel/motel tax	2,026,853	2,100,000	2,100,000	1,450,000	1,500,000
Admissions	1,041,541	1,000,000	1,000,000	700,000	750,000
Income	6,173,728	6,343,000	6,343,000	7,884,000	7,400,000
Highway	1,278,131	1,562,000	1,562,000	1,613,788	1,646,000
Fuel	1,362	-	-	2,410	2,000
Total Intergovernmental	11,333,081	11,565,000	11,565,000	12,136,828	12,471,000
Charges for Services:					
Ambulance Fees	1,771,768	1,700,000	1,700,000	1,700,000	1,700,000
Recreation Fees	1,615,105	1,583,000	1,583,000	1,174,917	1,547,000
Filing Fees	153,662	155,000	155,000	54,865	66,000
Rental Fees	837,250	950,000	950,000	888,661	837,000
Dock Charges & Boat Show Fees	1,146,876	1,155,000	1,155,000	1,205,822	1,104,800
Other	77,039	104,500	104,500	90,157	86,200
Total Charges for Services	5,601,700	5,647,500	5,647,500	5,114,422	5,341,000
Other Revenues:					
Administrative reimbursements	2,106,612	2,999,000	2,999,000	2,999,000	2,915,200
Other miscellaneous	1,204,435	412,500	415,469	421,401	347,000
Total Other Revenues	3,311,047	3,411,500	3,414,469	3,420,401	3,262,200
Total General Fund Revenues	\$ 78,896,844	\$ 80,848,100	\$ 80,851,069	\$ 80,633,313	\$ 82,759,800

Revenue Detail by Fund

Other Funds

AIPPC	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Adjusted Budget	FY 2020 Projected	FY 2021 Adopted
Charges for Services	\$ -	\$ -	\$ -	\$ -	\$ -
Transfer from General Fund	64,300	40,000	40,000	40,000	40,000
Total Revenues	\$ 64,300	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000

Community Development Block Grant	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Adjusted Budget	FY 2020 Projected	FY 2021 Adopted
Charges for Services	\$ -	\$ -	\$ -	\$ -	\$ -
Other	323,364	284,361	284,361	146,319	325,000
Total Revenues	\$ 323,364	\$ 284,361	\$ 284,361	\$ 146,319	\$ 325,000

Community Legacy Fund	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Adjusted Budget	FY 2020 Projected	FY 2021 Adopted
Charges for Services	\$ -	\$ 200,000	\$ -	\$ -	\$ -
Other	223,806	-	-	-	-
Total Revenues	\$ 223,806	\$ 200,000	\$ -	\$ -	\$ -

Forfeiture Asset and Seizure Fund	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Adjusted Budget	FY 2020 Projected	FY 2021 Adopted
Charges for Services	\$ -	\$ -	\$ -	\$ -	\$ -
Other	552,261	-	-	122,487	-
Total Revenues	\$ 552,261	\$ -	\$ -	\$ 122,487	\$ -

Sprinkler Assistance Revolving Fund	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Adjusted Budget	FY 2020 Projected	FY 2021 Adopted
Charges for Services	\$ -	\$ -	\$ -	\$ -	\$ -
Other	1,251,403	-	-	-	-
Total Revenues	\$ 1,251,403	\$ -	\$ -	\$ -	\$ -

Revenue Detail by Fund

Reforestation Fund	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Adjusted Budget	FY 2020 Projected	FY 2021 Adopted
Charges for Services	\$ -	\$ -	\$ -	\$ 4,400	\$ -
Other	89,784	-	-	-	-
Total Revenues	\$ 89,784	\$ -	\$ -	\$ 4,400	\$ -

PEG Fund	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Adjusted Budget	FY 2020 Projected	FY 2021 Adopted
Charges for Services	\$ 79,601	\$ 60,000	\$ 60,000	\$ 76,300	\$ 72,000
Other	492,976	-	-	-	-
Total Revenues	\$ 572,577	\$ 60,000	\$ 60,000	\$ 76,300	\$ 72,000

Homeownership Assistance Trust Fund	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Adjusted Budget	FY 2020 Projected	FY 2021 Adopted
Charges for Services	\$ 232,931	\$ -	\$ -	\$ -	\$ -
Other	880,754	-	-	-	-
Total Revenues	\$ 1,113,685	\$ -	\$ -	\$ -	\$ -

Enterprise Funds

Sewer Fund	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Adjusted Budget	FY 2020 Projected	FY 2021 Adopted
Licenses and Permits	\$ 74,282	\$ 99,500	\$ 99,500	\$ 95,407	\$ 99,000
Sewer Charges	7,721,033	7,879,000	7,879,000	7,561,992	7,879,000
Capital Facilities	105,902	219,300	219,300	338,455	218,200
Other	348,674	178,200	178,200	397,556	227,800
Total Revenues	\$ 8,249,891	\$ 8,376,000	\$ 8,376,000	\$ 8,393,410	\$ 8,424,000

Revenue Detail by Fund

Water Fund	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Adjusted Budget	FY 2020 Projected	FY 2021 Adopted
Charges for Services	\$ 7,296,611	\$ 7,516,000	\$ 7,516,000	\$ 7,617,972	\$ 7,784,000
Capital Facilities	405,947	551,000	551,000	555,000	327,000
Other	413,025	304,000	304,000	416,502	328,400
Total Revenues	\$ 8,115,583	\$ 8,371,000	\$ 8,371,000	\$ 8,589,474	\$ 8,439,400

Parking Fund	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Adjusted Budget	FY 2020 Projected	FY 2021 Adopted
Street Parking Charges	\$ 2,969,453	\$ 3,160,000	\$ 3,160,000	\$ 1,837,890	\$ 1,949,600
Off Street Parking Charges	5,420,775	5,950,000	5,950,000	4,775,443	5,228,800
Other	242	-	-	-	-
Total Revenues	\$ 8,390,470	\$ 9,110,000	\$ 9,110,000	\$ 6,613,333	\$ 7,178,400

Transportation Fund	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Adjusted Budget	FY 2020 Projected	FY 2021 Adopted
Transportation Charges	\$ 473,029	\$ 572,000	\$ 572,000	\$ 362,750	\$ 415,200
Other Financing Sources	2,100,000	2,747,400	2,747,400	1,047,000	2,613,900
Intergovernmental	2,517,847	2,313,625	2,313,625	2,313,625	2,260,984
Other	97,596	-	-	-	-
Total Revenues	\$ 5,188,472	\$ 5,633,025	\$ 5,633,025	\$ 3,723,375	\$ 5,290,084

Watershed Restoration Fund	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Adjusted Budget	FY 2020 Projected	FY 2021 Adopted
Charges for services	\$ 1,458,203	\$ 1,660,000	\$ 1,660,000	\$ 1,565,678	\$ 1,606,500
Total Revenues	\$ 1,458,203	\$ 1,660,000	\$ 1,660,000	\$ 1,565,678	\$ 1,606,500

Revenue Detail by Fund

Refuse Fund	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Adjusted Budget	FY 2020 Projected	FY 2021 Adopted
Refuse Collection Charges	\$ 1,945,699	\$ 2,700,100	\$ 2,700,100	\$ 2,261,000	\$ 2,575,800
Commercial Refuse Recycling	28,938	16,000	16,000	16,000	16,000
Total Revenues	\$ 1,974,637	\$ 2,716,100	\$ 2,716,100	\$ 2,277,000	\$ 2,591,800

Internal Service Funds

Self Insurance	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Adjusted Budget	FY 2020 Projected	FY 2021 Adopted
Contribution for Workers Compensation	\$ 1,450,000	\$ 1,209,000	\$ 1,209,000	\$ 1,209,000	\$ 1,262,000
Contribution for General Liability	997,500	935,000	935,000	935,000	753,500
Unemployment	150,000	-	-	-	-
Other	129,779	-	-	-	-
Total Revenues	\$ 2,727,279	\$ 2,144,000	\$ 2,144,000	\$ 2,144,000	\$ 2,015,500

Health Insurance	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Adjusted Budget	FY 2020 Projected	FY 2021 Adopted
Employer Contributions	\$ 8,258,266	\$ 8,100,000	\$ 8,100,000	\$ 5,913,000	\$ 7,854,900
Employee Premiums	2,069,744	2,040,000	2,040,000	1,489,200	2,618,300
Other	1,348,781	1,820,000	1,820,000	1,430,000	1,479,700
Total Revenues	\$ 11,676,791	\$ 11,960,000	\$ 11,960,000	\$ 8,832,200	\$ 11,952,900

Fleet Operations	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Adjusted Budget	FY 2020 Projected	FY 2021 Adopted
Transfer from General Fund	\$ 1,789,403	\$ 2,165,620	\$ 2,165,620	\$ 2,157,140	\$ 1,977,800
Transfer from Other Funds	88,800	143,700	433,700	433,700	543,800
Other	25,009	-	-	-	-
Total Revenues	\$ 1,903,212	\$ 2,309,320	\$ 2,599,320	\$ 2,590,840	\$ 2,521,600

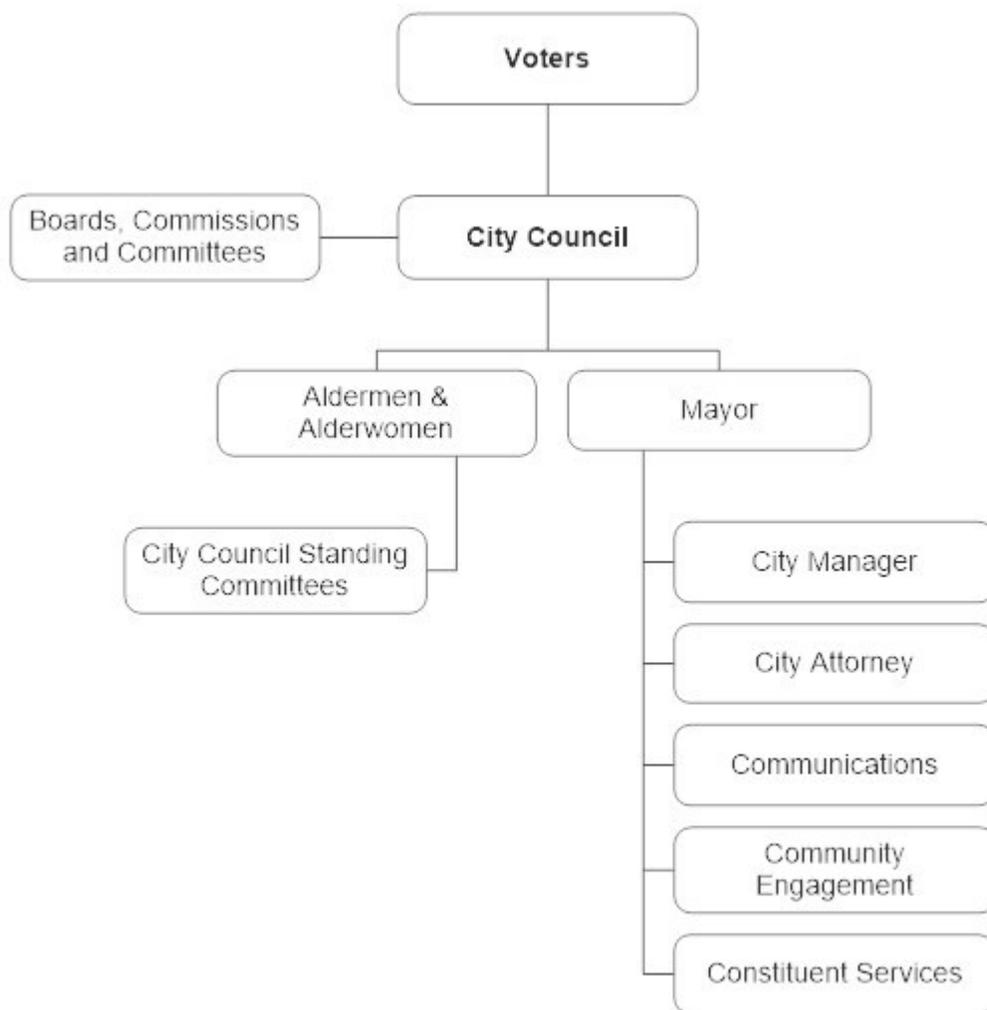
Revenue Detail by Fund

Fleet Replacement	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Adjusted Budget	FY 2020 Projected	FY 2021 Adopted
Transfer from General Fund	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,067,000
Transfer from Other Funds	27,000	27,000	27,000	43,000	43,000
Other	64,563	50,000	50,000	20,000	50,000
<i>Total Revenues</i>	\$ 1,091,563	\$ 1,077,000	\$ 1,077,000	\$ 1,063,000	\$ 1,160,000

Revenue Detail by Fund

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Mayor's Office



DESCRIPTION

All municipal legislative powers under the Constitution and Laws of Maryland vest with the City Council. The City Council comprises the Mayor and eight Alderpersons elected by the voters for four-year terms. The Mayor may serve only two consecutive terms; there are no term limits on the Alderpersons. Each Alderperson represents a specific geographic ward whose boundaries are specified in the City Code.

The City Council is the legislative body of the City of Annapolis vested with the power to enact laws for the proper functioning of City government and for enforcement of these laws. The powers and duties of the City Council include oversight of the expenditure of public money and the delivery of municipal services. Additionally, the City Council shall sit as the planning and zoning authority of the city, unless those functions are delegated to the Board of Appeals, the Planning Commission, or the Director of Planning and Zoning. Alderpersons may not direct the work of a director or employee of a department.

Mayor's Office

The Mayor of the City of Annapolis is the chief executive of the City. The Mayor is elected by the voters to a four-year term and may only serve two consecutive terms. The Mayor is a voting member and presides over City Council meetings, which consist of eight Alderpersons, one from each ward.

The Mayor is responsible for the delivery of municipal services by departments, boards, commissions, and committees. The Mayor is the direct supervisor of the City Attorney and the City Manager, who is, in turn, the direct supervisor of department directors.

The Mayor's office consists of Chief of Staff, Constituent Services, Communications Office, Community Engagement, African American and Hispanic Liaison staff, Special Projects and LGBTQ, Arts and Veterans Liaisons.

The Chief of Staff oversees the Mayor's office staff and is the direct liaison between the Mayor and the City Manager and Departments.

Constituent Services deals directly with residents and acts as Ombudsman to City Departments to resolve constituent problems and issues. The Constituent Services Officer vets potential board or commission members and oversees special projects as directed by the Mayor.

The Communications Office directs communications on behalf of the City, including the Mayor's office and City departments, and oversees the City of Annapolis television studio, including oversight of PEG (Public, Education, and Government) Fund.

The One Annapolis staff consists of a senior advisor to the Mayor, an African American community outreach specialist, and a Hispanic outreach specialist. The purpose of the One Annapolis mission is to be inclusive in City services and outreach and to reach untapped potential in traditionally underserved communities.

STAFFING SUMMARY

Position	Type of Position				Grade	Number of Positions	
	Elected	Exempt	Civil Service	Contract		FY20	FY21
<i>Mayor and Council</i>							
Aldermen & Alderwomen	X					8	8
Mayor	X					1	1
Chief of Staff		X			A16	1	1
Communications Officer		X			A15	1	1
Administrative Assistant		X			A08	1	1
Arts & Veterans Liaison				X		1	0

Mayor's Office

Position	Type of Position				Grade	Number of Positions	
	Elected	Exempt	Civil Service	Contract		FY20	FY21
Community Services Specialist		X			A10	2	2
Economic Policy Analyst				X		1	1
Constituent Services Officer		X			A14	1	1
Community Engagement Administrator		X			A14	1	1
<i>Special Events</i>							
Development/Events Specialist		X			A12	1	0
Total						19	17

BUDGET SUMMARY

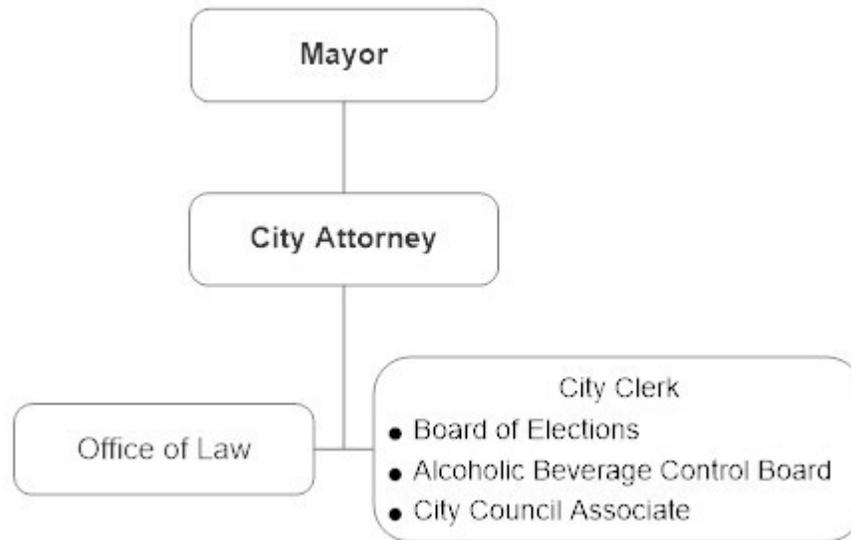
City Council	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Adjusted Budget	FY 2020 Projected	FY 2021 Adopted
Salaries and Benefits	\$ 129,180	\$ 131,764	\$ 131,764	\$ 135,300	\$ 135,800
Contractual Services	-	-	-	-	-
Supplies and Other	6,324	12,000	12,000	12,000	12,000
Capital Outlay	-	-	-	-	-
Total Expenditures	\$ 135,504	\$ 143,764	\$ 143,764	\$ 147,300	\$ 147,800

Office of the Mayor	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Adjusted Budget	FY 2020 Projected	FY 2021 Adopted
Salaries and Benefits	\$ 1,187,247	\$ 1,135,236	\$ 1,135,236	\$ 1,062,100	\$ 977,800
Contractual Services	94,011	112,000	112,000	109,200	109,400
Supplies and Other	71,515	130,000	130,000	116,200	113,500
Capital Outlay	-	-	-	-	-
Total Expenditures	\$ 1,352,773	\$ 1,377,236	\$ 1,377,236	\$ 1,287,500	\$ 1,200,700

Mayor's Office

PEG Fund	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Adjusted Budget	FY 2020 Projected	FY 2021 Adopted
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	-	-	-	-	-
Supplies and Other	-	-	-	-	-
Capital Outlay	180,637	137,000	137,000	57,500	442,400
<i>Total Expenditures</i>	\$ 180,637	\$ 137,000	\$ 137,000	\$ 57,500	\$ 442,400

Office of Law



DESCRIPTION

The Office of Law manages all legal matters of the City. The duties, powers, and responsibilities of the City Attorney include:

- Serving as Director of the Office of Law.
- Representing the City and all its departments, agencies, employees, boards, committees, and commissions in connection with any litigation in which the City is involved.
- Providing legal opinions and legal advice to the Mayor, Aldermen and Alderwomen, officers, departments, employees, and various boards, committees, and commissions.
- Representing the City in a wide range of transactions involving public and private entities.
- Preparing and reviewing contracts and agreements for form and legal sufficiency.
- Negotiating a wide range of transactions on behalf of the City, including various deeds, procurement contracts, easements, agreements, Memoranda of Understanding, licenses, grants, zoning matters, claims, disputes, municipal infractions, and franchise agreements.
- Drafting, revising, finalizing, and maintaining records for all charter amendments, ordinances, and resolutions adopted by the Annapolis City Council.
- Preparing all employment contracts.
- Serving as liaison and advisor to the City Ethics Commission.
- Managing contracts for specialized legal services provided by private attorneys.
- Serving as legal staff at meetings and hearings of the City boards, committees, and commissions and preparing and revising the rules of the various City boards, committees, and commissions.
- Assessing, managing, and mitigating risk on behalf of the City and its departments, officials, and employees, including general litigation, workers' compensation, and disability retirement matters, Equal Employment Opportunity Commission and Maryland Human Rights Commission matters, Maryland Public Information Act and

Office of Law

Open Meetings Act matters, Historic Preservation matters, alcoholic beverages matters, and municipal infractions.

The City Attorney also supervises the City Clerk's operations. The City Clerk is the custodian of the City Seal and the official records of the City. The City Clerk's duties and responsibilities include:

- Certifying and attesting to the actions of the City and maintains the City's permanent legislative records in a manner consistent with State and City regulations.
- Administering the City's electoral process and overseeing the application and issuance of 25 types of City licenses and permits.
- Preparing agenda packets for all regular and special meetings of the City Council and its standing committees.
- Affixing the City Seal to City Council charter amendments, ordinances, and resolutions.
- Taking minutes and keeping records of all City Council and standing committee proceedings.
- Certifying and attesting to the documents and actions of the City.
- Maintaining records of annexations approved by the City Council.
- Serving as the liaison to the City Alcoholic Beverage Control Board (ABCB) and the Board of Supervisors of Elections.
- Processing ABCB alcoholic beverage licenses for establishments, groups, individuals, and special events.
- Assisting the Board of Supervisors of Election, including advertising City elections in accordance with applicable law and maintaining and providing City election information upon request.

STAFFING SUMMARY

Position	Type of Position				Grade	Number of Positions	
	Elected	Exempt	Civil Service	Contract		FY20	FY21
City Attorney		X			A20	1	1
Assistant City Attorney		X			A18	3	3
Legislative & Policy Analyst			X		A14	1	1
Legal Assistant			X		A10	1	1
City Clerk			X		A16	1	1
Deputy City Clerk			X		A10	1	1
City Council Associate			X		A10	1	1
Total						9	9

Office of Law

BUDGET SUMMARY

Office of Law	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Adjusted Budget	FY 2020 Projected	FY 2021 Adopted
Salaries and Benefits	\$ 1,126,168	\$ 1,147,700	\$ 1,124,400	\$ 1,107,400	\$ 1,250,400
Contractual Services	45,477	87,200	110,500	111,700	148,200
Supplies and Other	28,080	51,600	51,600	42,600	54,600
Capital Outlay	-	-	-	-	-
<i>Total Expenditures</i>	\$ 1,199,725	\$ 1,286,500	\$ 1,286,500	\$ 1,261,700	\$ 1,453,200

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City Manager



City Manager

DESCRIPTION

The City Manager, who is the direct subordinate of the Mayor, serves as the chief administrative officer of the City with supervisory authority over the department directors. The departments that fall under the supervision of the City Manager are the Finance, Fire, Office of Emergency Management, Planning and Zoning, Police, Public Works, Recreation and Parks, and Transportation. Additionally, the Human Resources and Management Information Technology offices report to the City Manager. In addition to these departments and offices, the Assistant City Manager reports directly to the City Manager.

The Development/Events Specialist position is moved from the Mayor's Office to the City Manager's office in FY2021 because the position coordinates special events across City departments that report directly to the City Manager.

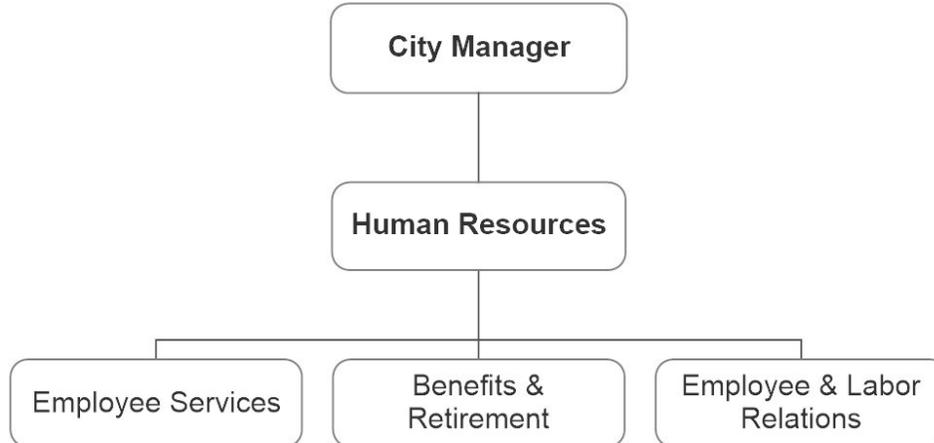
STAFFING SUMMARY

Position	Type of Position				Grade	Number of Positions	
	Elected	Exempt	Civil Service	Contract		FY20	FY21
City Manager		X			N/A	1	1
Assistant City Manager		X			A14	1	1
Development/Events Specialist			X		A12	0	1
Total						2	3

BUDGET SUMMARY

City Manager	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Adjusted Budget	FY 2020 Projected	FY 2021 Adopted
Salaries and Benefits	\$ -	\$ 341,000	\$ 341,000	\$ 367,400	\$ 458,700
Contractual Services	-	-	-	-	-
Supplies and Other	4,604	6,500	6,500	4,500	113,200
Capital Outlay	-	-	-	-	-
Total Expenditures	\$ 4,604	\$ 347,500	\$ 347,500	\$ 371,900	\$ 571,900

Human Resources Division



DESCRIPTION

The Human Resources Division administers the provisions of the City Charter and Code that pertain to employee appointments and promotions, recruitment and retention, benefits and wellness, classification and compensation, performance and training, personnel records, separation and retirement, and employee and labor relations.

The Human Resources Division provides staffing and support to the Civil Service Board, Public Safety Disability Retirement Board, and the Human Relations Commission. Human Resources serves as a member of the City's union negotiating team, the Police and Fire Retirement Plan Commission, and the Risk Management Policy group.

The Human Resources Division is committed to actively recruiting highly qualified and diverse applicants, retaining and engaging employees by offering competitive and comprehensive benefits, providing ongoing education and learning opportunities, and ensuring a safe and equitable work environment for all employees.

Services

- Recruits, examines, and provides list of applicants to appointing authorities for authorized City positions.
- Administers entrance and promotional exams and prepares lists of persons eligible for hiring and promotion.
- Develops and maintains the City's classification and compensation plan.
- Develops and administers employee benefits for employees and retirees including medical, dental, vision, prescription drug, health savings accounts, VEBA and OPEB, Employee Assistance Program (EAP), core and voluntary life, short-term and long-term disability, deferred compensation, pension and retirement programs, medical and dependent care flexible spending accounts, fitness for duty, credit union, and leave (annual, sick, personal).

Human Resources Division

- Coordinates the performance management program for all City employees.
- Oversees the disciplinary program and subsequent grievance and appeal processes under union or civil service provisions.
- Assists Chief Labor Negotiator in the negotiation of collective bargaining agreements and is responsible for the administration of fire, police, trades, and clerical union contracts.
- Coordinates and administers retirement plans for civilian and public safety employees, including revisions to the Police and Fire Retirement Plan document.
- Creates and implements quality of life mandates, including fair labor standards, family medical leave, harassment, substance abuse, disabilities, privacy and equal employment opportunity.
- Plans, coordinates, and delivers training for employees that fosters administrative goals and objectives.
- Implements and maintains the Human Resource Information System with regard to personnel-related transactions, position control, and applicant management modules.
- Provides staffing and support to Civil Service Board, Public Safety Disability Retirement Board, and Human Relations Commission.
- Serves as member of Police and Fire Retirement Plan Commission, Risk Management Policy group, Employee Benefits Group, Employee Recognition Committee, and Employee Feedback Committee.

STAFFING SUMMARY

Position	Type of Position				Grade	Number of Positions	
	Elected	Exempt	Civil Service	Contract		FY20	FY21
Human Resources Manager		X			A19	1	1
Human Resources Administrator			X		A16	1	1
Benefits Administrator			X		A15	1	1
Office Administrator			X		A10	1	1
Recruitment & Employee Relations Administrator		X			A15	1	1
Human Resources Associate I			X		A08	1	1
Office Associate I			X		A02	1	1
Total						7	7

Human Resources Division

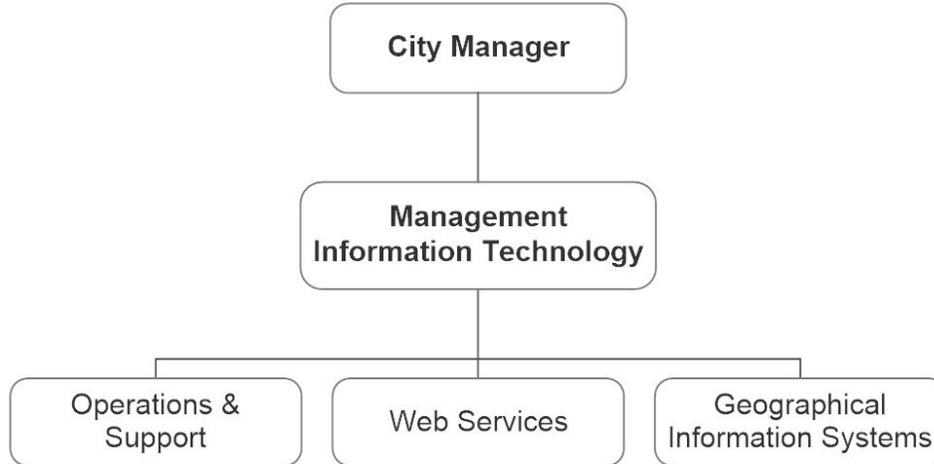
BUDGET SUMMARY

Human Resources Division	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Adjusted Budget	FY 2020 Projected	FY 2021 Adopted
Salaries and Benefits	\$ 779,512	\$ 872,000	\$ 872,000	\$ 857,700	\$ 934,300
Contractual Services	44,448	74,700	74,700	58,360	54,200
Supplies and Other	11,494	25,000	25,000	15,330	19,000
Capital Outlay	-	-	-	-	-
<i>Total Expenditures</i>	\$ 835,454	\$ 971,700	\$ 971,700	\$ 931,390	\$ 1,007,500

Human Resources Division

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Management Information Technology Division



DESCRIPTION

The Management Information Technology Division (MIT) is dedicated to delivering high quality, technology-based services in the most cost-effective manner while providing excellent customer service.

The MIT Division provides information technology (IT) infrastructure and services to all City departments in support of their operations and delivery of services to the public. Services include managing, operating, and supporting the City's IT infrastructure, including data and voice networks, internet, file and application servers, geographic information systems (GIS), City website, financial system, utility billing, payroll, human resources system, office applications, email, and over 500 desktop and laptop computers. MIT provides help desk services to all City departments and provides secure data and systems through sound information security principles and practices. MIT also procures hardware, software, networks and technical services, and utilizes technology in the automation of business practices.

Management Information Technology Division

STAFFING SUMMARY

Position	Type of Position				Grade	Number of Positions	
	Elected	Exempt	Civil Service	Contract		FY20	FY21
MIT Manager		X			A19	1	1
MIT Network Engineer			X		A15	1	1
MIT Analyst			X		A16	2	2
MIT Specialist			X		A12	2	2
MIT Web Developer			X		A13	1	1
GIS Coordinator			X		A15	1	1
GIS Technician			X		A11	1	1
MIT Admin Support Analyst			X		A10	1	1
Total						10	10

BUDGET SUMMARY

Management Information Technology	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Adjusted Budget	FY 2020 Projected	FY 2021 Adopted
Salaries and Benefits	\$ 1,096,632	\$ 1,197,000	\$ 1,197,000	\$ 1,021,000	\$ 1,279,200
Contractual Services	481,209	526,200	521,800	523,800	507,500
Supplies and Other	6,809	14,800	20,495	17,100	22,300
Capital Outlay	221,407	275,000	275,205	275,205	251,000
Total Expenditures	\$ 1,806,057	\$ 2,013,000	\$ 2,014,500	\$ 1,837,105	\$ 2,060,000

Office of Environmental Policy



DESCRIPTION

Per the City of Annapolis Code Section 2.12.080, the following programs and activities are the responsibility of the Office of Environmental Policy (OEP):

1. Urban Forestry
2. Sustainability
3. Land trust - conservancy board
4. NPDES/MS4/TMDL compliance coordination
5. Environmental grants
6. Environmental policy development/initiatives
7. Activities impacting upon sewer pretreatment, stormwater management and sediment and erosion control
8. To educate and inform the public concerning environmental protection, urban forestry, and related subjects.

Office of Environmental Policy

STAFFING SUMMARY

Position	Type of Position				Grade	Number of Positions	
	Elected	Exempt	Civil Service	Contract		FY20	FY21
Director of Office of Environmental Policy		X			A207	1	1
Environmentalist			X		A127	1	1
Environment Programs Coordinator			X		A127	1	1
Total						3	3

The Environment Programs Coordinator is funded in the Watershed Restoration Fund.

BUDGET SUMMARY

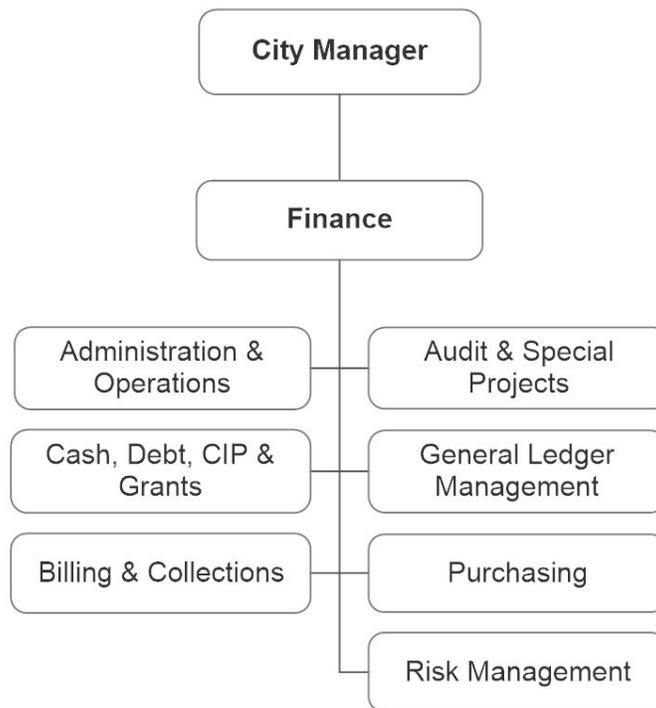
Office of Environmental Programs	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Adjusted Budget	FY 2020 Projected	FY 2021 Adopted
Salaries and Benefits	\$ 351,327	\$ 303,200	\$ 303,200	\$ 362,300	\$ 343,000
Contractual Services	1,359	6,500	9,170	8,320	4,700
Supplies and Other	37,685	52,400	79,580	79,580	29,850
Capital Outlay	-	-	-	-	-
Total Expenditures	\$ 390,371	\$ 362,100	\$ 391,950	\$ 450,200	\$ 377,550

BUDGET SUMMARY – REFORESTATION FUND

Reforestation Fund	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Adjusted Budget	FY 2020 Projected	FY 2021 Adopted
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	12,301	77,800	77,800	11,000	70,700
Supplies and Other	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Total Expenditures	\$ 12,301	\$ 77,800	\$ 77,800	\$ 11,000	\$ 70,700

The amount budgeted in FY2021 represents estimated available critical area tree planting funds.

Finance Department



DESCRIPTION

The Finance Department is responsible for the City's financial activities. This division prepares the City operating and capital budgets; monitors department spending; bills and collects tax, utility, and other bills; pays invoices; maintains financial accounts; prepares and processes payroll, borrows and invests funds; oversees the City's internal financial controls; advises management on financial issues; and prepares the Comprehensive Annual Financial Report.

The Finance Department oversees the City's Central Purchasing and Risk Management activities. Central Purchasing ensures compliance with purchasing policies and assists departments with competitive bidding and other purchasing processes to ensure efficient use of City funds. The Risk Manager assesses workplace conditions, coordinates safety training, tracks and processes the City's insurance claims, and ensures the City maintains adequate insurance coverage through internal self-insurance and external policies.

The Finance Department is also responsible for preparing, recording, and monitoring appropriations for costs that are not allocated to the City's departments, such as debt service, transfers from the General Fund to other funds, and contributions for retiree health care (OPEB).

Finance Department

STAFFING SUMMARY

Position	Type of Position				Grade	Number of Positions	
	Elected	Exempt	Civil Service	Contract		FY20	FY21
<i>Finance</i>							
Finance Director		X			A20	1	1
Senior Accountant			X		A15	3	3
Accountant			X		A13	4	4
Finance Office Manager			X		A13	1	1
Accounting Associate III			X		A09	3	3
Accounting Associate II			X		A08	2	2
Accounting Associate I			X		A07	4	4
Risk Management Administrator			X		A14	1	1
<i>Purchasing</i>							
Procurement Officer			X		A18	1	1
Senior Buyer			X		A13	1	1
Buyer			X		A09	2	1
Total						22	22

BUDGET SUMMARIES – GENERAL FUND

FINANCE OPERATIONS

Finance - Operation	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Adjusted Budget	FY 2020 Projected	FY 2021 Adopted
Salaries and Benefits	\$ 1,642,739	\$ 1,997,000	\$ 1,997,000	\$ 1,699,500	\$ 1,943,000
Contractual Services	415,411	486,700	471,700	471,000	469,200
Supplies and Other	44,908	45,500	51,469	49,670	86,200
Capital Outlay	-	-	12,000	12,000	-
Total Expenditures	\$ 2,103,058	\$ 2,529,200	\$ 2,532,169	\$ 2,232,170	\$ 2,498,400

Finance Department

PURCHASING

Finance - Purchasing	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Adjusted Budget	FY 2020 Projected	FY 2021 Adopted
Salaries and Benefits	\$ 415,982	\$ 430,000	\$ 430,000	\$ 310,800	\$ 423,900
Contractual Services	3,050	4,500	4,500	4,500	4,400
Supplies and Other	3,336	4,800	4,800	3,200	4,900
Capital Outlay	-	-	-	-	-
Total Expenditures	\$ 422,368	\$ 439,300	\$ 439,300	\$ 318,500	\$ 433,200

FINANCE NONALLOCATED

Finance - Nonallocated	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Adjusted Budget	FY 2020 Projected	FY 2021 Adopted
Debt Service	\$ 7,748,225	\$ 7,947,000	\$ 7,947,000	\$ 8,630,005	\$ 7,860,000
Community Grants	329,200	429,700	429,700	429,700	429,700
Contributions to Pensions	490,000	-	-	-	-
Contributions to OPEB	1,559,295	1,650,000	1,650,000	1,650,000	1,309,300
Contributions to Self Ins	2,447,500	2,144,000	2,144,000	2,144,000	2,015,500
Contingency	-	469,380	439,380	-	595,650
Interfund Transfers	9,727,006	3,946,700	4,699,700	4,699,700	2,839,850
Other	293,254	385,000	385,000	368,000	380,000
Total Expenditures	\$ 22,594,480	\$ 16,971,780	\$ 17,694,780	\$ 17,921,405	\$ 15,430,000

OFFICE OF FINANCE – NONALLOCATED

Debt Service: The \$7,860,000 appropriated for Debt Service comprises \$5,515,000 of principal and \$2,245,000 of interest on bonds previously issued and \$100,000 for bond issuance fees.

Community Grants: The City awards grants to support various community nonprofit organizations. Additionally, \$80,000 is included for a grant to the Housing Authority of the City of Annapolis (HACA) to pay inspection fees to Planning and Zoning for rental property inspections of HACA units; and \$7,500 for Winter Relief Services used to fund operations for the temperature based last resort shelter at the Stanton Center.

Contributions to OPEB: In FY2021, the \$1,309,300 contribution to OPEB represents \$934,300 for current retirees' health insurance and \$375,000 towards the City's unfunded OPEB obligations, an increase of \$25,000 over FY2020.

Finance Department

Contributions to the Self Insurance Fund: The amount \$2,105,500 appropriated for contributions to the Self Insurance Fund represents the amount required to ensure the reserves accumulated at June 30, 2021, are sufficient to pay the claims incurred as of that date based on the City actuary’s analysis.

Contingency: The adopted amount to set aside in contingency in FY2021 is \$595,650.

Interfund Transfers: The \$2,839,850 appropriated for interfund transfers comprises:

- Transfer to Capital Projects Fund for pay-go \$1,707,850
- Transfer to Fleet Replacement Fund \$1,067,000
- Transfer to Transportation Fund \$25,000
- Transfer to Arts in Public Places Fund \$40,000

In FY2020, the appropriations in Office of Finance – Nonallocated included a \$1,053,700 transfer to the Fleet Operations Fund, which is an internal service fund. In FY2021, all amounts to be transferred to the Fleet Operations Fund are appropriated in the departments that use the fund for vehicle operations, maintenance, and repairs.

Other: The \$380,000 appropriated for “Other” comprises:

- “VEBA Chop” \$100,000
- Ambulance transport fees \$98,000
- Traffic signal fees \$82,000
- Judgments and settlements \$50,000
- Unemployment insurance \$50,000

BUDGET SUMMARY - SELF INSURANCE FUND

Self Insurance Fund	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Adjusted Budget	FY 2020 Projected	FY 2021 Adopted
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	4,071,527	4,084,380	4,084,380	1,771,100	2,315,500
Supplies and Other	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Total Expenditures	\$ 4,071,527	\$ 4,084,380	\$ 4,084,380	\$ 1,771,100	\$ 2,315,500

The amount appropriated in FY2021 is based on the actuary’s analysis.

Finance Department

BUDGET SUMMARY - HEALTH INSURANCE FUND

Health Insurance Fund	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Adjusted Budget	FY 2020 Projected	FY 2021 Adopted
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	6,939,609	11,960,000	11,960,000	10,975,700	11,952,800
Supplies and Other	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Total Expenditures	\$ 6,939,609	\$ 11,960,000	\$ 11,960,000	\$ 10,975,700	\$ 11,952,800

The amount appropriated is based on analysis by the City's health insurance consultants who are estimating no increase in health insurance expenses in FY2021.

BUDGET SUMMARY - SPRINKLER ASSISTANCE FUND

Sprinkler Assistance Fund	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Adjusted Budget	FY 2020 Projected	FY 2021 Adopted
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	-	-	-	-	-
Supplies and Other	-	333,100	331,000	29,400	340,600
Capital Outlay	-	-	-	-	-
Total Expenditures	\$ -	\$ 333,100	\$ 331,000	\$ 29,400	\$ 340,600

The amount appropriated represents the estimated fund balance available to appropriate through end of FY2021.

Finance Department

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Department of Planning and Zoning



DESCRIPTION

The Department of Planning and Zoning is a full-service municipal agency responsible for all development review, permitting, inspections, and licensing relating to all facets of City Code. This includes construction, rental housing, zoning, Critical Area compliance, and construction trades. The Department is also responsible for long-range planning, historic preservation, economic development, and community development activities within the City. Additionally, the Department also provides technical and direct assistance to other departments in the furtherance of municipal objectives and coordinates these departments' review of development activity, plans, and policies.

Transparency in decision-making is ensured through the support of boards and commissions, including the Zoning Board of Appeals, the Planning Commission, the Building Board of Appeals, the Historic Preservation Commission, Port Wardens, Maritime Advisory Board, Heritage Commission and the Housing and Community Development Committee.

On a broader level, the Department of Planning and Zoning coordinates with Anne Arundel County and various Maryland state agencies regarding the impact of land use decision-making. The Department also represents Annapolis on the Baltimore Regional Transportation Board, the region's Metropolitan Planning Organization.

Department of Planning and Zoning

STAFFING SUMMARY

Position	Type of Position				Grade	Number of Positions	
	Elected	Exempt	Civil Service	Contract		FY20	FY21
Planning Director		X			A20	1	1
Chief of Current Planning			X		A18	1	1
Chief of Historic Preservation			X		A17	1	1
Chief Comprehensive Planning			X		A17	1	1
Senior Planner			X		A15	2	2
Planner			X		A13	2	2
Assistant Chief of Preservation				X		1	1
Historic Preservation Assistant			X		A11	1	1
Community Development Administrator			X		A17	1	1
Assistant to Planning Director			X		A15	1	1
Chief of Code Enforcement			X		A17	1	1
Senior Property Maintenance Inspector			X		A12	1	1
Property Maintenance Inspector			X		A09	3	3
Building Inspector			X		A10	2	2
Plumbing/Utility Inspector			X		A12	1	1
Combination Inspector			X		A13	1	1
Electrical Inspector			X		A12	1	1
Permits Administrator			X		A10	1	1
Permits Associate			X		A07	1	1
Mechanical/Life Safety Inspector			X		A12	1	1
Architectural Plans Reviewer			X		A15	1	1
Zoning Enforcement Officer			X		A13	1	1
Administrative Office Associate			X		A09	1	1
Contractual Office Associate				X		1	1
Economic Development Manager		X			A17	1	1
Small and Minority Business Enterprise Liaison			X		A14	1	1
Environmentalist			X		A12	0	1
Total						31	32

Temporary Positions

Department of Planning and Zoning

Planning & Zoning has four temporary, part-time positions: one Clerical Assistant, two Inspectors.

BUDGET SUMMARY – GENERAL FUND

Planning & Zoning	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Adjusted Budget	FY 2020 Projected	FY 2021 Adopted
Salaries and Benefits	\$ 3,449,790	\$ 3,642,000	\$ 3,642,000	\$ 3,381,700	\$ 3,797,300
Contractual Services	182,990	177,300	175,800	176,400	170,700
Supplies and Other	142,786	320,050	291,700	289,400	290,650
Capital Outlay	-	-	-	-	-
Total Expenditures	\$ 3,775,566	\$ 4,139,350	\$ 4,109,500	\$ 3,847,500	\$ 4,258,650

BUDGET SUMMARY – HOMEOWNERSHIP ASSISTANCE TRUST FUND

Homeownership Assistance Trust Fund	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Adjusted Budget	FY 2020 Projected	FY 2021 Adopted
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	-	-	-	-	-
Supplies and Other	-	-	-	-	-
Other	51,762	728,298	728,298	148,000	794,000
Total Expenditures	\$ 51,762	\$ 728,298	\$ 728,298	\$ 148,000	\$ 794,000

The amount budgeted in FY2021 represents the fund balance available to appropriate at the end of FY2020. This fund will not recognize any additional revenue because the fee in lieu of constructing moderately priced dwelling units.

Department of Planning and Zoning

BUDGET SUMMARY – COMMUNITY LEGACY FUND

The amount budgeted represents the fund balance available to appropriate at the end of FY2020.

Community Legacy Fund	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Adjusted Budget	FY 2020 Projected	FY 2021 Adopted
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	-	-	-	-	-
Supplies and Other	-	-	-	-	-
Other	5,940	200,000	200,000	31,660	160,000
Total Expenditures	\$ 5,940	\$ 200,000	\$ 200,000	\$ 31,660	\$ 160,000

BUDGET SUMMARY – COMMUNITY DEVELOPMENT BLOCK GRANT FUND

The amount budgeted represents the grant anticipated to be received in FY2021 and the fund balance available to appropriate at the end of FY2020.

Community Development Block Grant Fund	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Adjusted Budget	FY 2020 Projected	FY 2021 Adopted
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	-	-	-	-	-
Supplies and Other	-	-	-	-	-
Other	429,199	463,490	463,490	236,471	325,000
Total Expenditures	\$ 429,199	\$ 463,490	\$ 463,490	\$ 236,471	\$ 325,000

Police Department



DESCRIPTION

The Annapolis Police Department (APD) is dedicated to preventing and reducing crime for the community it serves and preserving the quality of life in the city through fair and impartial law enforcement services. The men and women of the APD are highly qualified individuals whose core values are honor, respect, integrity, and service. The department strives to recruit, train, and equip an unrivaled and diverse workforce and works diligently to preserve and uphold democracy and the freedoms afforded to all by the Constitution through proactive problem solving and community policing.

Police Department

STAFFING SUMMARY

Position	Type of Position				Grade	Number of Positions	
	Elected	Exempt	Civil Service	Contract		FY20	FY21
Police Chief		X			P20	1	1
Police Major		X			P18	1	1
Police Captain		X			P17	3	3
Police Lieutenant			X		P15	6	6
Police Sergeant			X		P13	13	13
Police Corporal			X		P12	13	13
Police Officer 1/C			X		P11	53	53
Police Officer			X		P10	36	36
Police Communications Operator II			X		A11	3	3
Police Communications Operator I			X		A09	9	9
Police Property Coordinator			X		A10	1	1
Police Planning Analyst			X		A10	1	1
Police Identification Specialist			X		A08	2	2
Crime Analyst			X		A12	1	1
Forensic Services Supervisor			X		A08	1	1
Warrant Control Records Supervisor			X		A10	1	1
Hispanic Community Liaison			X		A12	1	1
Community Services Specialist			X		A10	1	1
Police Administrative Clerk			X		A09	1	1
Police Records Specialist			X		A06	5	5
Administrative Office Associate			X		A09	1	1
Office Associate III			X		A06	1	1
Cold Case Investigator				X		1	1
Administrative & Accreditation Specialist				X		1	1
Camera Monitor				X		1	1
Communications Director				X		1	1
Crime Lab Supervisor				X		1	1
Crossing Guard Supervisor				X		1	1
Latent Print Examiner				X		1	1
ALERT Grant Coordinator				X		1	1
Crossing Guard Supervisor				X		1	1
Grant Coordinator				X		1	1
IT Project Manager				X		1	1
Investigation Support Analyst				X		1	1

Police Department

Position	Type of Position				Grade	Number of Positions	
	Elected	Exempt	Civil Service	Contract		FY20	FY21
MCAC Intelligence Analyst				X		1	1
MCIN Grant Coordinator				X		1	1
Police Acct Equipment Administrator				X		1	1
Police Recruiter				X		1	1
Professional Standards Director				X		1	1
Projects Coordinator / MCIN Manager				X		1	1
Special Events Coordinator				X		1	1
Total						174	174

Temporary Positions

The Police Department has temporary positions for 15 seasonal crossing guards and six Cadets.

BUDGET SUMMARY – GENERAL FUND

Police Department	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Adjusted Budget	FY 2020 Projected	FY 2021 Adopted
Salaries and Benefits	\$ 16,985,516	\$ 17,162,000	\$ 17,162,000	\$ 17,404,700	\$ 18,571,200
Contractual Services	1,268,370	1,878,530	1,878,530	1,776,750	2,454,700
Supplies and Other	784,566	580,300	578,800	518,150	455,500
Capital Outlay	64,162	-	-	-	-
Total Expenditures	\$ 19,102,614	\$ 19,620,830	\$ 19,619,330	\$ 19,699,600	\$ 21,481,400

Contractual services include the following amounts:

- \$911,400 for fuel, repairs, and maintenance of department vehicles.
- \$60,800 for repairs and maintenance to equipment and buildings.
- \$40,800 for rents and leases.
- \$125,000 for electricity.
- \$127,500 for telephones.
- \$25,900 for State and FBI fingerprinting services and other professional services.
- \$156,000 for the third payment on the CAD/RMS purchase. The system is being purchased in installment payments over FY2019 – FY2023. Funding for this system comes from the appropriation of one-time monies that would otherwise fall to the Budget Stabilization

Police Department

Fund if it were not at its limit of 3% of General Fund, Parking Fund, and Transportation Fund revenues.

- \$110,000 for the Anne Arundel County Mobile Crisis Response Team.
- \$68,600 for prisoner transport services.
- \$93,200 for wireless connectivity.
- \$68,300 for camera connectivity.
- \$58,000 for police radio connectivity.
- \$60,900 for the maintenance agreement on the old RMS system. The City will continue to incur this expense until the new CAD/RMS is fully operational.
- \$76,275 for the maintenance agreement on the new CAD/RMS system.
- \$150,000 for Amazon Web Services (AWS).
- \$155,000 for Tasers, cartridges, batteries, and storage space for digital evidence. This amount was budgeted in Supplies and Other in FY2020.

BUDGET SUMMARY – FORFEITURE AND ASSET SEIZURE FUND

Forfeiture and Asset Seizure Fund	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Adjusted Budget	FY 2020 Projected	FY 2021 Adopted
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	-	-	-	-	-
Supplies and Other	137,096	176,000	176,000	110,000	80,000
Capital Outlay	43,596	40,000	200,700	200,700	103,000
Total Expenditures	\$ 180,692	\$ 216,000	\$ 376,700	\$ 310,700	\$ 183,000

The FY2021 budget is based on the estimated fund balance available to appropriate in this Special Revenue Fund at the end of FY2020.

Fire Department



DESCRIPTION

The Annapolis Fire Department (AFD) provides essential fire, rescue, and emergency medical services. AFD strives to provide a safe environment for the community by minimizing the impact of fire and injury through public education, quality service, emergency preparedness and an overall culture of safety.

Core Strategies

The following core strategies that serve to guide the daily operations of the Annapolis Fire Department:

- **Firefighter Safety:** Firefighter safety is always the department's number one goal. AFD develops strategies and implements training programs to enhance firefighter safety and survival. Supervisors and employees take an active role in their personal safety and the safety of their crews.
- **Fiscal Responsibility:** The leadership of the Annapolis Fire Department will be good stewards of the taxpayer's funds. AFD strives to be fiscally responsible with City funding and make prudent financial decisions.
- **Education and Training:** A well-trained and educated workforce is essential to an effective fire department. AFD values education and training and encourages and provides training opportunities to our members.
- **Wellness and Fitness:** AFD provides its firefighters and professionals with knowledge, support, and opportunities to improve their physical health, wellness, and fitness to enhance job performance and an overall healthy personal lifestyle.
- **Diverse Workforce:** The continued excellence of the Annapolis Fire Department is largely dependent upon the ability to attract, develop, and retain highly skilled, talented, and motivated personnel. An essential element in maintaining this quality of services is the recognition of the value of a diverse workforce. Characteristics such as age, culture,

Fire Department

ethnicity, gender, race, religious preference, sexual orientation, gender expression and the expression of unique philosophies and ideas provide the opportunity to understand each other better. This understanding will strengthen the efficiency and productivity of the workforce, whose primary objective is to provide excellent service to the community we serve.

- Outstanding Service: AFD strives to meet and exceed our citizens and customers' expectations in the services that we provide.
- Fire and Injury Prevention: AFD enhances public safety by minimizing the impact of fire, personal injury, and hazardous conditions by conducting fire safety inspections, injury prevention, and disaster preparedness programs.

STAFFING SUMMARY

Position	Type of Position				Grade	Number of Positions	
	Elected	Exempt	Civil Service	Contract		FY20	FY21
Fire Chief		X			F20	1	1
Deputy Fire Chief		X			F18	1	1
Fire Battalion Chief			X		F17	6	6
Fire Captain			X		F16	7	7
Fire Lieutenant			X		F15	23	23
Firefighter 1/C			X		F13 - F14	33	33
Firefighter I/II/III			X		F10 - F13	65	65
Fire Administrative Specialist			X		A12	1	1
Fire Administrative Support Analyst			X		A10	1	1
Fire Safety Inspector			X		A09	2	2
Office Associate IV			X		A07	1	1
Office Associate III			X		A06	1	1
Total						142	142

Temporary Position

The Fire Department has a temporary, contractual Medical Director that allows the City to operate as an Emergency Medical Services provider.

Fire Department

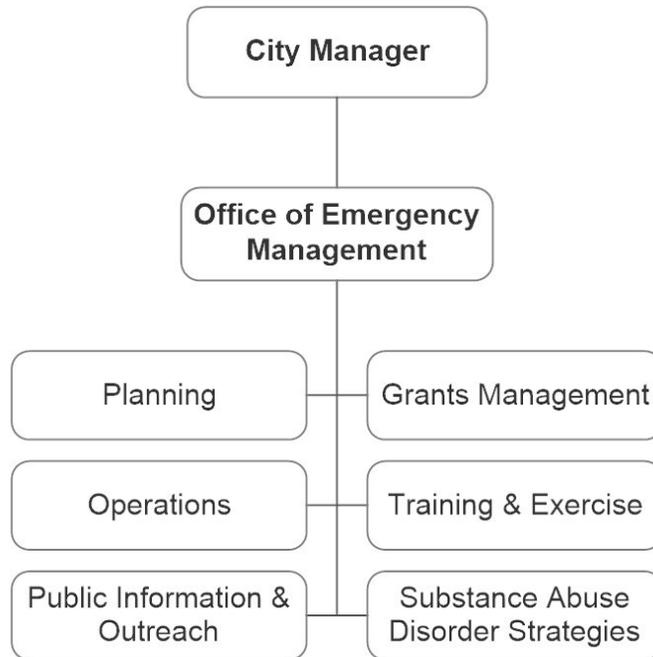
BUDGET SUMMARY

Fire Department	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Adjusted Budget	FY 2020 Projected	FY 2021 Adopted
Salaries and Benefits	\$ 15,860,444	\$ 17,905,900	\$ 17,935,900	\$ 16,744,300	\$ 18,770,550
Contractual Services	304,595	733,370	733,370	738,370	994,200
Supplies and Other	475,486	432,000	432,000	379,100	390,100
Capital Outlay	56,000	215,000	215,000	215,000	956,000
<i>Total Expenditures</i>	\$ 16,696,525	\$ 19,286,270	\$ 19,316,270	\$ 18,076,770	\$ 21,110,850

Fire Department

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Office of Emergency Management



DESCRIPTION

The City of Annapolis Office of Emergency Management (OEM) provides vision, direction, and subject matter expertise to coordinate the City's all hazards emergency preparedness, response, recovery and mitigation efforts and develop an overall culture of safety. The Office of Emergency Management:

- Maintains daily awareness and notification of weather events and other threats that could disrupt normal operations in the City.
- Provides City leadership with timely information necessary to make vital decisions before and during emergencies.
- Initiates emergency operations during emergency events (to include the activation of the Emergency Operations Center and the coordination of all resources.)
- Completes planning initiatives regarding severe weather, emergency operations, mitigations, and other areas to maximize capabilities, coordination, and readiness.
- Continually assesses and improves the City's response capabilities, the condition of the City infrastructure, and the readiness of staff and the public.
- Provides support to City Departments by supporting planning activities and by distributing acquired grants funds.
- Conducts community outreach to inform residents and businesses on how to prepare for emergencies.

The Director of the Office of Emergency Management, having been selected by the Mayor and appointed by the Governor, serves along with senior staff as a liaison to the State of Maryland and the National Guard.

Office of Emergency Management

STAFFING SUMMARY

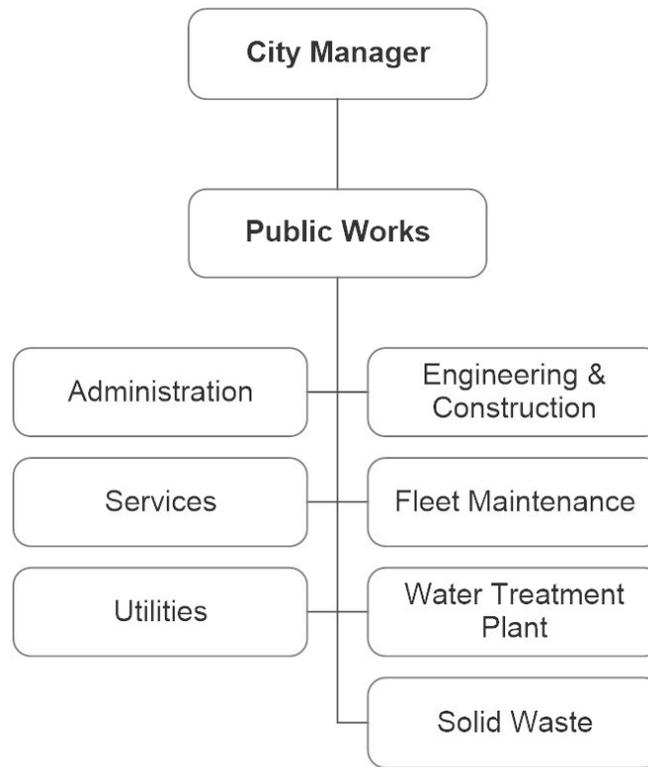
Position	Type of Position				Grade	Number of Positions	
	Elected	Exempt	Civil Service	Contract		FY20	FY21
Director of OEM		X			A20	1	1
Deputy Director of Emergency Management			X		A14	1	1
Emergency Management Grants Specialist			X		A08	1	1
Emergency Management Planner			X		A13	1	1
Emergency Management Planner				X		1	1
Training & Outreach Coordinator				X		1	1
BRIM Team Coordinator				X		1	1
Assistant Project Coordinator				X		1	0
Total						8	7

Note: The Emergency Management Planners, Training and Outreach Coordinator, and the BRIM Team Coordinator positions are funded in the Grants Fund.

BUDGET SUMMARY

Office of Emergency Management	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Adjusted Budget	FY 2020 Projected	FY 2021 Adopted
Salaries and Benefits	\$ 188,388	\$ 392,000	\$ 392,000	\$ 400,500	\$ 439,000
Contractual Services	5,165	19,020	12,775	17,720	25,500
Supplies and Other	2,158	6,500	12,745	7,500	5,600
Capital Outlay	-	-	-	-	-
Total Expenditures	\$ 195,711	\$ 417,520	\$ 417,520	\$ 425,720	\$ 470,100

Department of Public Works



DESCRIPTION

The American Public Works Association defines “public works” as “the combination of physical assets, management practices, policies, and personnel necessary for government to provide and sustain structures and services essential to the welfare and acceptable quality of life for its citizens.”

In the City of Annapolis, the Department of Public Works (DPW) provides infrastructure and related services essential for a modern city.

- In the General Fund, DPW constructs, maintains, and repairs streets, sidewalks, and bicycle paths that citizens and visitors use for travel in Annapolis. DPW also maintains and repairs City-owned and occupied buildings and facilities.
- In the Sewer Fund, DPW collects wastewater and conveys it to the Annapolis Water Reclamation Facility (WRF) where it is treated and released. The WRF is co-owned by the City and Anne Arundel County.
- In the Water Fund, DPW produces high quality drinking water at the Annapolis Water Treatment Plant and distributes water to homes and businesses through the water distribution system.
- In the Refuse Fund, DPW collects and disposes of solid waste, including the weekly collection of refuse, recycling, and yard waste.

Department of Public Works

- In the Watershed Restoration Fund, DPW administers the City's watershed restoration and stormwater management programs, ensuring compliance with federal, state, and local regulations.
- In the Capital Projects Fund, DPW manages the design and construction of the City's annual capital budget and capital improvement program (CIP). The capital budget and CIP provide for the renewal and expansion of the City's capital assets that support the quality of life in Annapolis.
- In the Fleet Maintenance and Fleet Replacement Funds, DPW provides internal support services related to operating, maintaining, and replacing the City's fleet of vehicles, including police vehicles and fire apparatus.

DPW strives to create a safe, clean and inviting urban living and working environment within the City through planning and providing systems, services, and skilled employees necessary to sustain this mission. Its core values are superior customer service, responsiveness, resourcefulness, and a proactive approach.

Department of Public Works

STAFFING SUMMARY – GENERAL FUND

Position	Type of Position				Grade	Number of Positions	
	Elected	Exempt	Civil service	Contract		FY20	FY21
<i>Administration</i>							
Director of Public Works		X			A20	1	1
Assistant Director of Public Works			X		A18	1	1
Public Works Analyst			X		A15	1	1
Administrative Office Associate			X		A09	1	1
Accounting Associate II			X		A08	1	1
<i>Bureau of Engineering and Construction</i>							
DPW Bureau Chief – Engineering			X		A18	1	1
Civil Engineer II			X		A15	6	6
Traffic Engineer			X		A15	1	1
CAD Technician			X		A11	1	1
Public Works Inspector			X		A10	2	2
Stormwater Management Engineer			X		A15	1	1
Environmental Compliance Inspector			X		A15	1	1
<i>Streets</i>							
Superintendent - Public Works Services			X		A16	1	1
Public Works Supervisor			X		A12	1	1
Equipment Operator III			X		A08	2	2
Equipment Operator II			X		A07	3	3
Equipment Operator I			X		A06	14	14
Mason II			X		A08	1	1
Mason I			X		A07	1	1
Public Works Communications Operator			X		A07	1	1
Office Associate IV			X		A07	1	1
Public Works Maintenance Worker I			X		A04	6	6
<i>Traffic Control and Maintenance</i>							
Traffic Technician II			X		A08	1	1
Traffic Technician I			X		A06	1	1
Public Works Maintenance Worker II			X		A05	1	1

Department of Public Works

Position	Type of Position				Grade	Number of Positions	
	Elected	Exempt	Civil service	Contract		FY20	FY21
<i>Facilities / General Government Buildings</i>							
Facilities Maintenance Supervisor			X		A13	1	1
Facility Maintenance Engineer II			X		A12	1	2
Facility Maintenance Engineer I			X		A11	1	1
Facility Maintenance Technician			X		A07	2	2
Total General Fund						57	57

Note: The cost of two Civil Engineer II positions are allocated 50% to the Sewer Fund and 50% to the Water Fund, based on the duties performed. Both positions are included in the General Fund position summary because the Bureau of Engineering and Construction is primarily a General Fund activity.

STAFFING SUMMARY – SEWER FUND

Position	Type of Position				Grade	Number of Positions	
	Elected	Exempt	Civil service	Contract		FY20	FY21
<i>Wastewater Collection</i>							
Utility Supervisor			X		A12	1	1
Utility Mechanic III			X		A10	1	1
Utility Mechanic II			X		A09	1	1
Equipment Operator III			X		A08	1	1
Equipment Operator II			X		A07	1	1
Equipment Operator I			X		A06	1	1
Total Sewer Fund						6	6

Note: The cost of the Utility Supervisor position is allocated 70% to the Sewer Fund and 30% to the Watershed Restoration Fund, based on the duties performed.

Department of Public Works

STAFFING SUMMARY – WATER FUND

Position	Type of Position				Grade	Number of Positions	
	Elected	Exempt	Civil service	Contract		FY20	FY21
<i>Water Supply and Treatment Facility</i>							
Water Plant Superintendent			X		A16	1	1
Assistant Utility Superintendent			X		A14	1	1
Water Plant Operator IV			X		A11	5	5
Instrument Technician			X		A10	1	1
Utilities Mechanic II			X		A09	1	1
Equipment Operator II			X		A07	1	1
PW Maintenance Worker I			X		A04	1	1
<i>Water Distribution</i>							
Superintendent - Public Works Utilities			X		A16	1	1
Assistant Utilities Superintendent			X		A14	1	1
Utility Supervisor			X		A12	2	2
Utility Mechanic III			X		A10	1	1
Equipment Operator III			X		A08	1	1
Equipment Operator II			X		A07	4	4
Equipment Operator I			X		A06	2	2
Meter Technician II			X		A07	2	2
Meter Technician I			X		A06	1	1
Underground Utility Locator I			X		A07	1	1
Office Associate IV			X		A07	1	1
Total Water Fund						28	28

Note: The cost of the following positions are allocated 50% to the Water Fund and 50% to the Sewer Fund, based on the duties performed.

- Utility Supervisor
- Equipment Operator I
- Equipment Operator III
- Utility Mechanic III
- Underground Utility Locator I

Department of Public Works

The cost of the following positions are allocated 40% to the Sewer Fund, 40% to the Water Fund, and 20% to the Watershed Restoration Fund, based on the duties performed.

- Assistant Utility Superintendent
- Office Support Assistant IV
- Superintendent - Public Works Utilities

STAFFING SUMMARY – WATERSHED RESTORATION FUND

Position	Type of Position				Grade	Number of Positions	
	Elected	Exempt	Civil service	Contract		FY20	FY21
<i>Watershed Restoration</i>							
Stormwater Management Engineer			X		A15	1	1
Environment Programs Coordinator			X		A12	1	0
Equipment Operator III			X		A08	1	1
Equipment Operator I			X		A06	1	1
Office Associate III			X		A06	1	1
PW Maintenance Worker I			X		A04	1	1
Total						6	5

Note: In FY2021, Environmental Programs Coordinator position is listed in the Staffing Summary for the City Manager. The cost of the position is allocated 50% to the General Fund and 50% to the Watershed Restoration Fund, based on the duties performed. In FY2020, the position was part of the Office of Environmental Policy and funded 100% in the Watershed Restoration Fund.

STAFFING SUMMARY – REFUSE FUND

Position	Type of Position				Grade	Number of Positions	
	Elected	Exempt	Civil service	Contract		FY20	FY21
<i>Solid Waste</i>							
Solid Waste Contract Administrator			X		A12	1	1
Office Associate IV			X		A07	1	1
Equipment Operator II			X		A07	1	1
Equipment Operator I			X		A06	1	1
Total						4	4

Department of Public Works

STAFFING SUMMARY – FLEET MAINTENANCE FUND

Position	Type of Position				Grade	Number of Positions	
	Elected	Exempt	Civil service	Contract		FY20	FY21
<i>Fleet Maintenance</i>							
Fleet Manager			X		A16	1	1
Fleet Maintenance Technician III			X		A12	1	1
Facility Maintenance Technician II			X		A11	4	4
Fleet Maintenance Technician I				X		1	1
Public Works Service Worker			X		A04	1	1
Contractual Mechanic Part-Time				X		1	1
Total						9	9

Temporary Positions

The Public Works Department has various temporary labor positions.

Department of Public Works

BUDGET SUMMARY – GENERAL FUND

Administration	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Adjusted Budget	FY 2020 Projected	FY 2021 Adopted
Salaries and Benefits	\$ 693,229	\$ 662,000	\$ 662,000	\$ 674,100	\$ 736,100
Contractual Services	43,902	48,350	46,250	48,350	37,800
Supplies and Other	7,848	8,000	10,100	8,200	7,100
Capital Outlay	-	-	-	-	-
Total Expenditures	\$ 744,979	\$ 718,350	\$ 718,350	\$ 730,650	\$ 781,000

Engineering & Construction	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Adjusted Budget	FY 2020 Projected	FY 2021 Adopted
Salaries and Benefits	\$ 933,086	\$ 1,272,000	\$ 1,272,000	\$ 1,122,300	\$ 1,356,800
Contractual Services	17,550	54,300	45,300	45,700	56,700
Supplies and Other	25,791	12,500	12,500	10,500	10,800
Capital Outlay	-	-	-	-	-
Total Expenditures	\$ 976,427	\$ 1,338,800	\$ 1,329,800	\$ 1,178,500	\$ 1,424,300

Streets	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Adjusted Budget	FY 2020 Projected	FY 2021 Adopted
Salaries and Benefits	\$ 2,650,758	\$ 2,671,000	\$ 2,671,000	\$ 2,475,900	\$ 2,704,800
Contractual Services	686,402	806,100	806,100	789,600	865,200
Supplies and Other	177,697	86,500	86,500	63,100	71,300
Capital Outlay	-	-	-	-	-
Total Expenditures	\$ 3,514,857	\$ 3,563,600	\$ 3,563,600	\$ 3,328,600	\$ 3,641,300

Traffic Control & Maintenance	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Adjusted Budget	FY 2020 Projected	FY 2021 Adopted
Salaries and Benefits	\$ 246,781	\$ 254,000	\$ 254,000	\$ 250,500	\$ 257,800
Contractual Services	23,828	42,000	42,000	41,700	44,300
Supplies and Other	28,380	25,000	25,000	25,000	16,800
Capital Outlay	-	-	-	-	-
Total Expenditures	\$ 298,989	\$ 321,000	\$ 321,000	\$ 317,200	\$ 318,900

Department of Public Works

Snow	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Adjusted Budget	FY 2020 Projected	FY 2021 Adopted
Salaries and Benefits	\$ 36,572	\$ 65,000	\$ 65,000	\$ -	\$ 41,500
Contractual Services	46,353	56,700	56,700	-	55,500
Supplies and Other	55,041	40,000	40,000	6,700	53,000
Capital Outlay	-	-	-	-	-
Total Expenditures	\$ 137,966	\$ 161,700	\$ 161,700	\$ 6,700	\$ 150,000

Facilities	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Adjusted Budget	FY 2020 Projected	FY 2021 Adopted
Salaries and Benefits	\$ 478,958	\$ 575,000	\$ 575,000	\$ 408,100	\$ 600,400
Contractual Services	1,332,331	1,191,800	1,200,800	1,269,700	1,324,200
Supplies and Other	13,442	15,000	15,000	8,400	6,000
Capital Outlay	-	-	-	-	-
Total Expenditures	\$ 1,824,731	\$ 1,781,800	\$ 1,790,800	\$ 1,686,200	\$ 1,930,600

BUDGET SUMMARY – SEWER FUND

Sewer Fund	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Adjusted Budget	FY 2020 Projected	FY 2021 Adopted
Salaries and Benefits	\$ 975,888	\$ 1,009,000	\$ 1,009,000	\$ 923,000	\$ 1,138,100
Contractual Services	4,489,975	4,824,865	4,824,865	4,789,365	4,264,400
Supplies and Other	81,334	65,600	65,600	55,600	68,000
Capital Outlay	10,000	-	-	-	-
Debt Service	604,167	769,000	769,000	764,800	831,000
Transfers	1,259,608	660,880	660,880	660,880	497,800
Depreciation	733,281	733,305	733,305	717,529	-
Total Expenditures	\$ 8,154,253	\$ 8,062,650	\$ 8,062,650	\$ 7,911,174	\$ 6,799,300

Department of Public Works

BUDGET SUMMARY – WATER FUND

Water Fund - Water Supply & Treatment Facility	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Adjusted Budget	FY 2020 Projected	FY 2021 Adopted
Salaries and Benefits	\$ 1,242,362	\$ 1,147,000	\$ 1,147,000	\$ 1,115,700	\$ 1,231,000
Contractual Services	466,495	476,000	466,000	480,700	523,700
Supplies and Other	170,572	182,000	182,000	182,000	192,000
Capital Outlay	-	-	-	-	-
Total Expenditures	\$ 1,879,429	\$ 1,805,000	\$ 1,795,000	\$ 1,778,400	\$ 1,946,700

Water Fund - Water Distribution	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Adjusted Budget	FY 2020 Projected	FY 2021 Adopted
Salaries and Benefits	\$ 1,027,110	\$ 1,274,000	\$ 1,274,000	\$ 1,038,500	\$ 1,420,300
Contractual Services	466,481	588,910	598,910	591,410	689,300
Supplies and Other	106,933	85,600	85,600	85,600	95,000
Capital Outlay	-	-	-	-	-
Debt Service	1,459,498	2,927,000	2,927,000	2,951,200	3,190,000
Transfers	1,524,065	719,120	719,120	707,120	1,879,400
Depreciation	488,571	429,790	429,790	1,128,113	-
Total Expenditures	\$ 5,072,658	\$ 6,024,420	\$ 6,034,420	\$ 6,501,943	\$ 7,274,000

BUDGET SUMMARY – WATERSHED RESTORATION FUND

Watershed Restoration Fund	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Adjusted Budget	FY 2020 Projected	FY 2021 Adopted
Salaries and Benefits	\$ 450,078	\$ 508,200	\$ 508,200	\$ 540,900	\$ 594,200
Contractual Services	52,426	65,050	108,050	105,750	113,200
Supplies and Other	50,073	50,500	50,500	20,400	56,000
Capital Outlay	-	-	-	-	-
Debt Service	505	33,000	33,000	32,000	62,000
Transfers	870,682	1,209,000	1,407,000	1,407,000	1,250,200
Depreciation	17,638	17,640	17,640	9,600	-
Total Expenditures	\$ 1,441,402	\$ 1,883,390	\$ 2,124,390	\$ 2,115,650	\$ 2,075,600

Department of Public Works

BUDGET SUMMARY – REFUSE FUND

Refuse Fund	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Adjusted Budget	FY 2020 Projected	FY 2021 Adopted
Salaries and Benefits	\$ (13,013)	\$ 1,009,000	\$ 1,009,000	\$ 356,600	\$ 419,500
Contractual Services	1,389,724	2,361,200	2,361,200	2,238,900	2,400,900
Supplies and Other	80,509	110,150	110,150	58,550	95,200
Capital Outlay	-	-	-	-	-
Debt Service	8,473	36,000	36,000	34,600	30,000
Transfers	603,019	306,700	306,700	301,700	331,400
Depreciation	65,309	62,810	62,810	92,900	-
Total Expenditures	\$ 2,134,021	\$ 3,885,860	\$ 3,885,860	\$ 3,083,250	\$ 3,277,000

BUDGET SUMMARY – FLEET MAINTENANCE FUND

Fleet Operations Fund	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Adjusted Budget	FY 2020 Projected	FY 2021 Adopted
Salaries and Benefits	\$ 1,956,057	\$ 932,000	\$ 932,000	\$ 897,600	\$ 935,900
Contractual Services	420,385	727,320	722,320	646,800	773,200
Supplies and Other	497,742	940,000	945,000	595,500	672,500
Capital Outlay	-	-	-	-	-
Total Expenditures	\$ 2,874,184	\$ 2,599,320	\$ 2,599,320	\$ 2,139,900	\$ 2,381,600

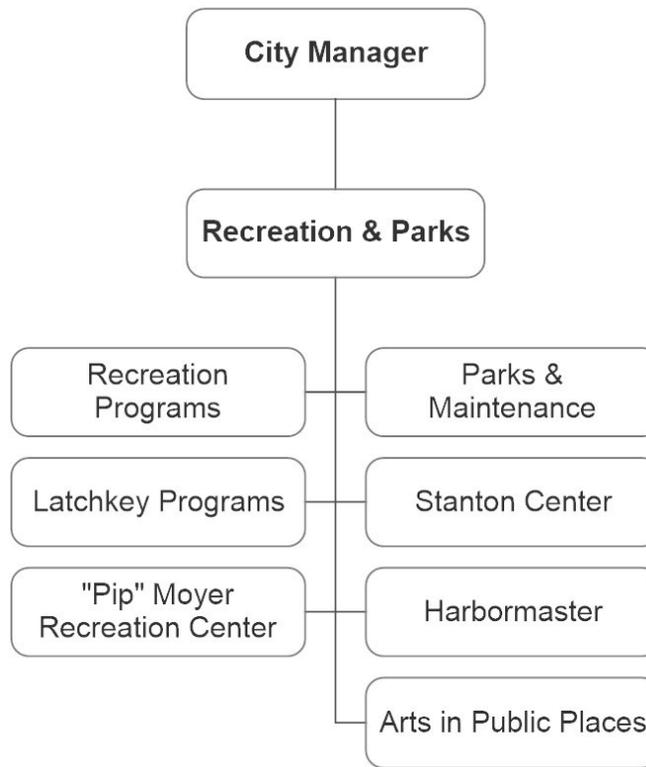
BUDGET SUMMARY – FLEET REPLACEMENT FUND

Fleet Replacement Fund	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Adjusted Budget	FY 2020 Projected	FY 2021 Adopted
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	-	-	-	-	-
Supplies and Other	-	-	-	-	-
Capital Outlay	171,892	278,900	278,900	250,000	200,000
Debt Service	34,500	785,000	785,000	781,008	1,172,000
Depreciation	22,371	13,100	13,100	363,700	-
Total Expenditures	\$ 228,763	\$ 1,077,000	\$ 1,077,000	\$ 1,394,708	\$ 1,372,000

Department of Public Works

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Recreation and Parks Department



DESCRIPTION

The Department of Recreation and Parks enriches the quality of life for the Annapolis community by providing recreational, educational, and wellness within facilities, parks, and natural open spaces. Through the Harbormaster's Office, the Department provides for the safe and enjoyable use of City waters, including managing public and private moorings, the bulkhead and slips at City Dock, and various park docks and street-end landings.

The Department of Recreation and Parks Department develops and implements quality recreation and leisure programs, activities, and events for all citizens of Annapolis, regardless of financial, economic, or educational status. Additionally, the Department maintains and preserves the City's park system, open spaces, and trails.

The Department of Recreation and Parks is driven by a "Servant Leadership" philosophy that emphasizes increased service to others by encouraging shared decision making and a sense of community involvement.

Recreation and Parks Department

STAFFING SUMMARY

Position	Type of Position				Grade	Number of Positions	
	Elected	Exempt	Civil service	Contract		FY20	FY21
<i>Recreation & Parks</i>							
Community Center Manager			X		A13	1	1
Facility Supervisor			X		A12	1	1
Parks Maintenance Worker Crew Leader			X		A07	2	2
Parks Maintenance Worker II			X		A06	5	5
Parks Maintenance Worker I			X		A05	1	1
Recreation Leader I			X		A07	2	2
Horticulturist				X		1	1
Recreation Contractual				X		1	1
Latchkey Contractual				X		7	7
<i>Pip Moyer Rec Center</i>							
Director of Rec and Parks		X			A20	1	1
Parks Division Chief			X		A16	1	1
Recreation Division Chief			X		A16	1	1
Community Health & Aquatics Supervisor			X		A12	1	1
Front Desk Supervisor			X		A12	1	1
Recreation Sports Supervisor			X		A12	1	1
Marketing Coordinator			X		A11	1	1
Recreation Office Administrator			X		A10	1	1
Recreation Leader II			X		A08	1	1
Office Associate				X		1	1
<i>Harbormaster</i>							
Harbormaster			X		A18	1	1
Deputy Harbormaster			X		A13	1	1
Total						33	33

Temporary Positions

The Recreation and Parks Department has numerous temporary positions. These positions consist primarily of general clerical positions, recreation assistants, custodial workers, class instructors, Recreation and Parks general temps, Latchkey general temps, and seasonal dock assistants and assistant Harbormasters.

Recreation and Parks Department

BUDGET SUMMARY – GENERAL FUND

PIP MOYER RECREATION CENTER

Pip Moyer Facility	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Adjusted Budget	FY 2020 Projected	FY 2021 Adopted
Salaries and Benefits	\$ 288,738	\$ 266,000	\$ 266,000	\$ 295,100	\$ 290,200
Contractual Services	189,226	179,000	189,000	228,900	210,600
Supplies and Other	24,469	29,100	29,100	30,700	31,100
Capital Outlay	-	-	-	-	-
Total Expenditures	\$ 502,433	\$ 474,100	\$ 484,100	\$ 554,700	\$ 531,900

FRONT DESK

Front Desk	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Adjusted Budget	FY 2020 Projected	FY 2021 Adopted
Salaries and Benefits	\$ 208,242	\$ 217,000	\$ 217,000	\$ 251,400	\$ 262,000
Contractual Services	5,460	6,000	6,000	6,000	6,000
Supplies and Other	4,567	4,400	4,400	4,400	4,400
Capital Outlay	-	-	-	-	-
Total Expenditures	\$ 218,269	\$ 227,400	\$ 227,400	\$ 261,800	\$ 272,400

PARKS

Parks	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Adjusted Budget	FY 2020 Projected	FY 2021 Adopted
Salaries and Benefits	\$ 928,080	\$ 911,000	\$ 911,000	\$ 915,700	\$ 926,700
Contractual Services	232,028	274,740	274,740	254,940	285,600
Supplies and Other	53,689	70,000	70,000	57,700	66,000
Capital Outlay	42,883	1,000	1,000	1,000	1,000
Total Expenditures	\$ 1,256,680	\$ 1,256,740	\$ 1,256,740	\$ 1,229,340	\$ 1,279,300

Recreation and Parks Department

ADMINISTRATION

Administration	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Adjusted Budget	FY 2020 Projected	FY 2021 Adopted
Salaries and Benefits	\$ 408,046	\$ 459,000	\$ 459,000	\$ 467,800	\$ 487,500
Contractual Services	100,486	111,300	111,300	108,850	117,300
Supplies and Other	11,861	14,400	14,400	13,300	13,500
Capital Outlay	25,913	17,000	17,000	17,000	18,000
Total	\$ 546,306	\$ 601,700	\$ 601,700	\$ 606,950	\$ 636,300

LATCHKEY

Latchkey	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Adjusted Budget	FY 2020 Projected	FY 2021 Adopted
Salaries and Benefits	\$ 268,688	\$ 260,350	\$ 260,350	\$ 403,500	\$ 466,000
Contractual Services	25,204	35,300	35,300	31,900	35,300
Supplies and Other	12,824	18,600	18,600	14,500	18,600
Capital Outlay	-	-	-	-	-
Total	\$ 306,716	\$ 314,250	\$ 314,250	\$ 449,900	\$ 519,900

STANTON CENTER

Stanton Recreation	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Adjusted Budget	FY 2020 Projected	FY 2021 Adopted
Salary and Benefits	\$ 338,316	\$ 392,000	\$ 392,000	\$ 353,200	\$ 309,000
Contractual Services	47,142	44,000	44,000	44,960	48,000
Supplies and Other	18,245	12,100	12,100	11,100	12,600
Capital Outlay	-	-	-	-	-
Total	\$ 403,703	\$ 448,100	\$ 448,100	\$ 409,260	\$ 369,600

Recreation and Parks Department

SPORTS

Sports	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Adjusted Budget	FY 2020 Projected	FY 2021 Adopted
Salaries and Benefits	\$ 196,550	\$ 192,500	\$ 192,500	\$ 201,700	\$ 204,100
Contractual Services	110,453	117,000	117,000	109,300	106,000
Supplies and Other	8,992	10,500	10,500	9,600	7,500
Capital Outlay	-	-	-	-	-
Total	\$ 315,995	\$ 320,000	\$ 320,000	\$ 320,600	\$ 317,600

CAMPS AND CLASSES

Camps & Classes	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Adjusted Budget	FY 2020 Projected	FY 2021 Adopted
Salaries and Benefits	\$ 464,214	\$ 544,500	\$ 544,500	\$ 581,000	\$ 569,800
Contractual Services	19,371	47,300	41,000	35,600	41,000
Supplies and Other	3,365	11,100	17,400	16,800	17,400
Capital Outlay	-	-	-	-	-
Total	\$ 486,950	\$ 602,900	\$ 602,900	\$ 633,400	\$ 628,200

HEALTH AND FITNESS

Health & Fitness and Wellness	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Adjusted Budget	FY 2020 Projected	FY 2021 Adopted
Salaries and Benefits	\$ 216,176	\$ 203,000	\$ 203,000	\$ 235,500	\$ 242,700
Contractual Services	19,326	23,900	22,500	22,000	22,500
Supplies and Other	15,095	18,600	18,600	10,100	8,100
Capital Outlay	-	-	-	-	-
Total	\$ 250,597	\$ 245,500	\$ 244,100	\$ 267,600	\$ 273,300

Recreation and Parks Department

POOL

Pool	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Adjusted Budget	FY 2020 Projected	FY 2021 Adopted
Salaries and Benefits	\$ 78,042	\$ 109,000	\$ 109,000	\$ 109,000	\$ 215,100
Contractual Services	21,383	29,300	29,300	24,100	61,300
Supplies and Other	1,076	1,500	1,500	1,500	6,000
Capital Outlay	-	-	-	-	-
Total	\$ 100,501	\$ 139,800	\$ 139,800	\$ 134,600	\$ 282,400

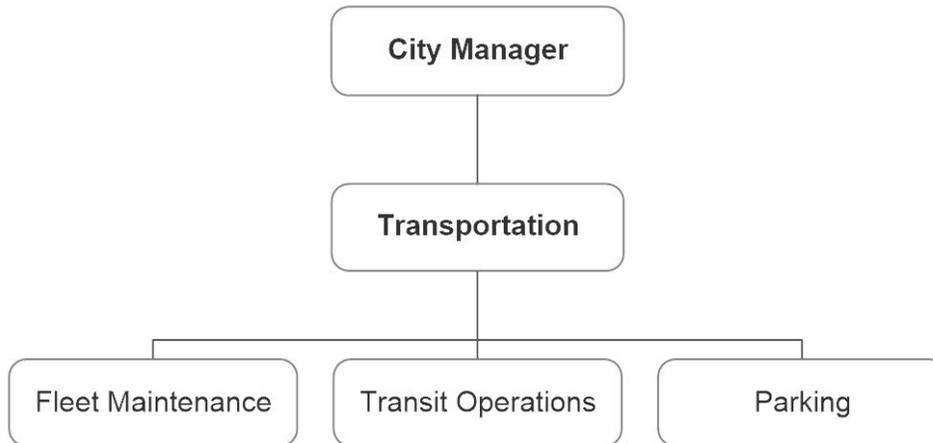
HARBORMASTER

Harbormaster	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Adjusted Budget	FY 2020 Projected	FY 2021 Adopted
Salaries and Benefits	\$ 343,645	\$ 398,500	\$ 398,500	\$ 329,000	\$ 402,900
Contractual Services	79,094	107,710	115,410	122,560	120,600
Supplies and Other	18,096	30,000	22,300	15,700	35,700
Capital Outlay	22,143	-	-	-	-
Total	\$ 462,978	\$ 536,210	\$ 536,210	\$ 467,260	\$ 559,200

BUDGET SUMMARY – ARTS IN PUBLIC PLACES FUND

AIPPC Fund	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Adjusted Budget	FY 2020 Projected	FY 2021 Adopted
Salary and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	20,924	40,000	40,000	11,232	68,000
Supplies and Other	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Total	\$ 20,924	\$ 40,000	\$ 40,000	\$ 11,232	\$ 68,000

Department of Transportation



DESCRIPTION

The Annapolis Department of Transportation (ADOT) provides two core services: (1) public transportation services, and (2) parking management and enforcement services.

The public transportation services are provided through regular fixed route, shuttle, and ADA complementary paratransit services. The department aims to provide the highest possible level of reliable, safe, interconnected, customer-focused, affordable, accessible, and efficient public transportation throughout the Annapolis area to enhance quality of life and support the environment and economic development.

The department plans, develops, and provides all public transportation services for the City. It also establishes schedules, routes, and fares for all transportation services provided by the department, subject to the requirements of the Maryland Public Service Commission and to the approval of the City Council. Additionally, the department establishes policies, procedures, and regulations for the conduct and operation of all transportation services.

The parking management and enforcement services include the enforcement of on-street parking, management of city-owned parking garages, and residential parking programs. This core function strives to provide customer-focused, equitable parking services through the enforcement of the City's parking regulations and management of its parking garages.

Other functions undertaken by the Department include:

- Transportation planning with a two-fold focus:
 - To provide technical support to the management and administration of public transportation and municipal and private parking programs
 - To provide comprehensive transportation planning and analysis consistent with the City's land use policies for improved mobility at a satisfactory level of service with minimal community disruption and environmental impact

Department of Transportation

- Regulating the operation and maintenance of taxicabs and other public conveyances as designated by the City Council.

STAFFING SUMMARY

Position	Type of Position				Grade	Number of Positions	
	Elected	Exempt	Civil Service	Contract		FY20	FY21
<i>Administration</i>							
Director of Transportation		X			A20	1	1
Deputy Director of Transportation			X		A18	1	1
Transportation Coordinator			X		A10	1	1
Accounting Associate II			X		A08	1	1
Accounting Associate I			X		A07	1	1
<i>Operations</i>							
Transportation Superintendent			X		A14	1	1
Transportation Supervisor			X		A10	3	3
Fleet Maintenance Supervisor				X		1	1
Fleet Maintenance Technician II			X		A11	1	1
Fleet Maintenance Technician I			X		A10	1	1
Fleet Maintenance Technician I				X		2	2
Fleet Parts Specialist			X		A09	1	1
Bus Driver II			X		A07	14	14
Bus Driver I			X		A05	15	15
<i>Parking Management</i>							
Parking Enforcement Officer I			X		A04	1	1
Total						45	45

Note: The Parking Enforcement Officer position is funded in the Parking Fund. The remaining position are funded in the Transportation Fund.

Temporary Positions

The Department of Transportation has various temporary positions which consist primarily of bus driver trainees, part-time bus drivers, a parking meter collector, and fleet maintenance technicians.

Department of Transportation

BUDGET SUMMARY – TRANSPORTATION FUND

Administration	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Adjusted Budget	FY 2020 Projected	FY 2021 Adopted
Salaries and Benefits	\$ 932,493	\$ 706,000	\$ 706,000	\$ 608,400	\$ 655,700
Contractual Services	46,255	37,000	37,000	37,500	45,800
Supplies and Other	6,779	29,500	29,500	9,200	12,700
Capital Outlay	-	-	-	1,400	-
Total Expenditures	\$ 985,527	\$ 772,500	\$ 772,500	\$ 656,500	\$ 714,200

Operations	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Adjusted Budget	FY 2020 Projected	FY 2021 Adopted
Salaries and Benefits	\$ 1,494,719	\$ 1,615,000	\$ 1,615,000	\$ 1,383,400	\$ 1,833,700
Contractual Services	-	26,000	26,000	-	-
Supplies and Other	144,411	28,500	278,500	190,100	14,100
Capital Outlay	23,770	-	-	-	25,000
Total Expenditures	\$ 1,662,900	\$ 1,669,500	\$ 1,919,500	\$ 1,573,500	\$ 1,872,800

Maintenance	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Adjusted Budget	FY 2020 Projected	FY 2021 Adopted
Salaries and Benefits	\$ 172,294	\$ 324,000	\$ 324,000	\$ 205,925	\$ 399,700
Contractual Services	21,787	25,000	25,000	25,000	25,000
Supplies and Other	117,214	70,500	110,500	148,300	34,300
Capital Outlay	-	-	-	-	-
Total Expenditures	\$ 311,295	\$ 419,500	\$ 459,500	\$ 379,225	\$ 459,000

Transportation Other	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Adjusted Budget	FY 2020 Projected	FY 2021 Adopted
Debt Service	\$ 1,677	\$ 3,000	\$ 3,000	\$ 1,850	\$ 3,000
Transfers	317,641	978,000	688,000	688,000	695,100
Depreciation	194,245	191,900	191,900	156,800	-
Total Expenditures	\$ 513,563	\$ 1,172,900	\$ 882,900	\$ 846,650	\$ 698,100

Department of Transportation

Transportation Grants	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Adjusted Budget	FY 2020 Projected	FY 2021 Adopted
Salaries and Benefits	\$ 1,334,267	\$ 1,334,397	\$ 1,334,397	\$ 1,334,397	\$ 910,656
Contractual Services	180,653	179,864	179,864	179,864	250,274
Supplies and Other	83,705	84,364	84,364	84,364	385,054
Capital Outlay	-	-	-	-	-
Total Expenditures	\$ 1,598,625	\$ 1,598,625	\$ 1,598,625	\$ 1,598,625	\$ 1,545,984

BUDGET SUMMARY – PARKING FUND

Parking Fund	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Adjusted Budget	FY 2020 Projected	FY 2021 Adopted
Salaries and Benefits	\$ 55,719	\$ 64,000	\$ 64,000	\$ 61,600	\$ 66,500
Contractual Services	2,903,956	3,010,900	3,010,900	2,906,400	3,084,500
Supplies and Other	4,116	1,000	1,000	500	7,200
Capital Outlay	-	25,000	25,000	25,000	-
Debt Service	596,449	1,432,500	1,432,500	1,424,500	1,260,000
Transfers	2,363,172	2,916,400	2,916,400	1,216,000	2,760,200
Depreciation	946,064	946,100	946,100	945,300	-
Total Expenditures	\$ 6,869,476	\$ 8,395,900	\$ 8,395,900	\$ 6,579,300	\$ 7,178,400



**Fiscal Year 2021 Budget Report of
The Finance Committee of
The Annapolis City Council
May 11, 2020**

Finance Committee Members

Alderman Ross H. Arnett, III Ward 8, Chairman

Alderman Sheila Finlayson, Ward 4

Alderman Frederick Paone, Ward 2

Executive Summary

The Finance Committee received the Mayor's Budget the evening of 13 April 2020 just after the City Council Meeting of that date. The Committee commenced work on it the next day and held 18 meetings to deliberate and produce this Report to the City Council. The Committee was aided by a new process this year as described in the body of this Report.

The Mayor's Budget and the Committee deliberations were heavily influenced by the ongoing Corona19 Virus pandemic, and all Committee meetings were held virtually. The FY 21 Budget is presented in Ordinance 16-20; two resolutions, R-26-20 for Fees and R-27-20 for fines, and the Capital Improvement Program (CIP) that includes the Capital Budget for FY 2021 and a project listing of capital programs planned for fiscal years 2022 through 2026. These documents and other matters will be discussed in the body of this Report.

The City Manager provided two summary presentations, one on the general budget outlook in the COVID-19 environment and the other on the capital budget program details. Both documents are attached to this Report and are recommended as a good review of the Mayor's proposed FY 2021

Budget (Attachments A from 30 April and B from 22 April).

The Mayor's Budget proposes just over \$3.8 million in reductions to spending in the General Fund for FY 21. The proposed Budget also included \$3.5 million in "use of available fund balances to supplement the General Fund Revenue; and an additional \$2.9 million supplement to revenue for all other Funds, for a total of \$6.4 in net supplements. While not inappropriate, these adjustments bear evaluation and contain many details that the Council may wish to consider. A few of those matters are expressed in the bullet points that follow:

- Revenue growth and levels falling short of expenditure growth and levels. [In general terms, Expenditures continue to outpace revenue, 6% for the General Fund (projected FY 20 of \$81,392,020 to Budgeted FY 21 of \$86,267,450 FY 21), and 9% spending growth overall. Revenue growth is 2.6% for the General Fund and 7.3% for all Funds];
- City dependence on grant funding is \$6.3 million, which raise questions of whether grants will be as plentiful in out years with federal government attention focused on economic recovery bailout grants;
- Potentially optimistic projections of parking and transit revenues, which raise questions of whether riders will return to work in the City and or visitors return to the City at past levels;
- Consideration of some of the cuts in the "Summary of Proposed Reductions to the General Fund," including
 - A six month push back of COLA payments amounting to \$689,000, will the Unions agree to this and if not where can additional spending cuts be made?
 - Cuts to Fleet Maintenance and Operations of \$828,400 (\$695,400 and \$133,300 respectively), are these short sighted and with potential long-term consequences?
 - Of note is a General Fund reserve balance of \$2,139,228 in excess of the required balance of \$14,304,733, but cutting into these funds causes an increase in structural deficit per the Finance Director;

- Questions about the staffing levels (page 41) in that they don't seem to include FTEs for some seasonal and part-time employees (note that the FC was given a later version of this table that shows 676 FTE when all employees are shown. We don't have comparable numbers for earlier years);
- Questions about what, if anything should be done in the FY 21 Budget in anticipation of potential bad financial years to come because of the economic impact of the pandemic.

The Committee has added two pie charts at the end of this Report to give a visual aspect to some of the data presented on Full Time Equivalent Employees and Appropriations by operating components.

The Committee was in general favor of the proposed Capital Budget of \$13,762,300 in new bonds for FY 21, with \$7.7 General Fund bonds the rest for Enterprise Fund investments. The Capital Improvement Plans calls for the removal of the \$1,550,000 budgeted for the City replacement of Hillman by the City while we wait to see how the City Dock procurement bids develop. The Committee also review and largely accepted the recommendations for Community Grant funding.

The Committee noted that the FY 21 Budget was framed with the assumption that the Office of Environmental Policy was dissolved and the staff placed in new positions. While only three persons and a very small budget, the Committee recommends that the final FY 21 Budget be restructures to conform to the existing City Organization Chart.

Finally, there are two indicators of financial health the Finance Committee track on a regular basis, Fund Balance levels and cash flow position. More will be said about these in the body of the Report, but the Committee finds these two measures to be in good shape and attribute our continued good Bond Ratings to these healthy measures.

Committee Findings and Recommendations

The Mayor delivered his budget to the public and to the City Council on Monday, April 13th. The City Council Finance Committee began its meeting to evaluate the Mayor's Budget on April 14th with the purpose of delivering its Report to the City Council on its meeting of May 11th. The Finance Committee held 18 meetings from acceptance of the Mayor's Budget to delivery of its Report to the City Council.

In order to understand the Annapolis City Budget one needs to know several things:

- how the City is organized, shown in a Chart on page 3 of the City Council Budget Binder
- the services the organizational components (Departments, Offices Divisions and Staffs) provide, found on pages 43 through 60 of the Binder
- how many perform the work of the City, found on new proposed page 42 of the Binder
- And finally, what are the revenues and expenditures are needed to carry out the mission of the City, shown in the Binder starting on page 18 and carried throughout the remainder of the book to page 128.

We are using the term Budget Binder to distinguish the document revived by the City Council from the Mayor with the proposed fiscal 2021 Budget from the Budget Book produced by the Finance Department after the passage of the Budget by the City Council.

During the course of the Finance Committee's deliberations many supplemental pages have been added to the Binder. Principle among those additions are four packets of financial detail, line item information, which can be found as attachments at the end of this document, with directions for where they should be placed in the Budget Binder

Also part of the Budget Binder are the following documents:

- Ordinance 16-20, which establishes the fiscal Annual Budget and Appropriation and Property Tax Levy

- R-26-20, which sets the Fiscal Year 2021 Fee Schedule
- R-27-20, which sets the Fiscal Year 2021 Fines Schedule
- the Proposed Capital Budget (FY 2021) and Capital Improvement Program (FY 2022 – FY 2026)
- A new page 42 A the Pay Scale Effective July 1, 2019 and July 1, 2022 and Proposed in FY 21 Budget
- And finally a Schedule proposing the City of Annapolis Grant Funding FY 2021 to be found as an addition at the Budget Binder.

The Finance Committee used a new procedure for its hearings by issuing to the Departments (all operating components) a set of Guidelines to follow during their presentations to the Committee (see Guidelines – Attachment C). The Committee asked the Departments to present the following:

- Their Performance Measures (including goals, objectives, benchmarks; long term and short term, 2022-2026 and found on pages 43 through 60 of the Binder),
- a summary of their budget request(s),
- an explanation of budget changes from FY 2020,
- any enhancements requested,
- and a discussion of how they would accomplish their FY 2021 goals and objectives in the face of reductions to their operating budgets due to the effects of the pandemic.

All Departments followed the guideline request and many presentations were very informative (PowerPoint presentations by Departments, Offices, Divisions and Staffs can be found at the addresses below.

[Work of the Staff \(1\).docx](#)

[City Manager Budget.docx](#)

[Recreation & Parks budget presentation REVISED.pptx](#)

[Annapolis Police Department FY 2021 Operating Budget.pptx](#)

[FY21OOLBUDGETPresentationFINAL \(1\).pptx](#)

FY21PWPresentation (1).pptx

FY2021 Budget PowerPoint.ppt

FY21 Planning and Zoning Presentation Reduced.pdf

Human resources FY21 (1).pptx

Finance Department Power Point.pptx

4-20-20 OEM FY21 Budget Presentation Finance Committee MKS Edits (1).pptx

ADOT Budget Docs FY21 (1).pdf

ADOT Budget Briefing 20apr2020 (1).pdf

Particularly impressive were the presentations given by Public Works, Plan and Zoning, and Finance. These Departments vary greatly in size, 102.5, 32.8 and 22 Full Time Equivalent (FTEs) and spending \$8.2, \$4.3 and \$2.9 million respectively. What they share is very broad and complex service area assignments.

The police and Fire Departments are the largest employee groups 182.5 and 142 FTEs and \$21.9 and 20.9 million respectively, but share that each, while having many operational areas, have patrol and ambulance and fire suppressions occupying most of their resources.

Recreation and Parks and Transportation, while very dissimilar in functions share approximately equal employment size 79 and 51 FTEs and budget \$5.6 and \$5.4 respectively. Both organizations have a broad scope of operational areas.

Management Information Technology (MIT) and Human Resources (HR) were recently made City Divisions, and both are internal service organizations that touch all employees in some way and for MIT are a major connection from the City to the rest of the world electronically. So, while small in size, 10 and 7 employees respectively, their mission is broad and impactful.

In summary, using a standard procedure made it much easier for the Committee to compare across operating components.

The Budget is all about balancing revenues and expenditures and presenting information on how both are distributed. A concerning picture of the Budget is shown on page 18 of the Binder where it can be seen that again this year revenues are less than planned expenditures, both in the General Fund and across all Funds. Not only are revenues less than expenditures they are growing slower than expenditures. The Budget has the following data for both revenue and expenditures for fiscal years 2020 and 2021 as shown in the Budget Binder pages 21 and 22.

TABLE A	FY 2020 Projected	FY 2021 Proposed	Change
General Fund Revenue	\$80,633,313	\$82,759,800	2.6%
Total Revenue	\$130,942,452	\$140,564,795	7.3%
General Fund Expenditures	\$81,392,020	\$86,267,450	6.0%
Total Expenditures	\$134,916,066	\$146,939,940	8.9%

These revenue shortfalls and growth rates are similar to but greater than the same data for last year's proposed Budget (see page 18 of the Proposed Fiscal 2020 Budget), and for the FY 2019 data (Page 82 of the CAFR).

Another comparison sheds light on the continuing problem of keeping up with spending growth as shown in Table B, which compares growth in tax revenue versus growth in employee compensation.

TABLE B	FY 2020 Projected	FY 2021 Proposed	Change
Tax Revenue	\$55,146,388	\$57,053,000	3.5%
Employee Compensation	\$53,959,500	\$59,242,400	9.8%

Attachment F is a table that shows the Employee Compensation Comparison change FY 21 over FY20.

The City of Annapolis is a service organization and services are provided by staff. Thus it should be expected that employee costs would make up the majority of our budget, as it does with all service organizations.

Employee benefits are part of compensation and City leadership has worked hard to fulfil our obligation provide employee benefits. For a time, the City was behind in its actuarially determined contribution requirements to fully fund pension benefits. Recently the City was advised that our contributions have been under estimated for the Police and Fire Pension Plan, so those costs will go up.

In his presentation of April 30, 2020, the City Manager gave a list of “good news” and “bad news” reviews of the Budget. The table below shows a synopsis of those observations.

GOOD NEWS AND BAD NEWS FOR FY 21 BUDGET from City Manager Presentation

GOOD NEWS	BAD NEWS
Property Tax, 70% of Revenue are stable	Income taxes, hotel taxes, parking, and transportation revenues are down in FY20 and will be affected by the pandemic and will be down some unknown amount
General Fund Balances is maintained at more than required 15%	Revenue Projections for both FY 20 and FY 21 down by \$2.5 million
Employee health care costs are not increasing -- yet	Salaries and Benefits, 70% of spending are growing at 8.3% over last year
New Rx program manager will lower premiums	Salaried & Benefits continue to grow as a percent of expenditures <ul style="list-style-type: none"> • FY 19 = 62.7% • FY 20 = 66.3% • FY 21 = 69.7%

Fund Balances are at or above required reserve levels, with the exception of Parking and Transportation (p 23)	Pension costs are increasing significantly <ul style="list-style-type: none"> • Police & Fire by 27.6% • State Pension by 8.5%
--	--

Some of the analysis above includes the actual and suspected impacts of the COVID19 Virus impacts. A question for the City Council to consider is what, if anything, should be done to adjust the FY 21 Budget in anticipation of revenue shortfalls due to a down economy? AS mentioned by the City Manager, income and hotel taxes, parking, and transit revenues can come in lower than projected in the FY21 Budget and could be lower still in FY 22. In addition, the City depends on a large amount of grant funding, \$6 million in FY 21. These monies could go up, at least temporarily with COVID19 relief, but other grant dollars may fall because of funds being diverted to the relief efforts. The City Manager has also expressed concerns about all of these issues and has promised very close monitoring of the City Financial flows during the fiscal year, with monthly or bimonthly reports to the Finance Committee and City Council. Speaking of flows, the Finance Director has given an alert that, if property tax payments are made late, the City may have a cashflow issue in the fall.

Ordinance 16 – 20: Committee Actions

The Finance Committee reviewed the Annual Budget and Appropriation and Property Tax Levy ordinance, O-16-20 section by section, 29 sections in total and three Appendices. This ordinance is the legislation that gives City Council approval to the appropriation budgets for all Funds (Sections 1 through 20 and Appendices A and B); recognizes anticipated FY 21 revenues in Section 21 and Appendix C; sets forth the Capital Budget in Section 22; amends past Capital Budgets by reduction of \$1,550,000 for monies for Hillman Garage replacement in Section 23; presents the Capital Improvement Program (CIP) in Section 24 and Appendix D; and in Section 26 establishes the property tax rate as \$0.7380 per \$100 dollars of assessed value and personal property (mostly business inventory) tax rate of \$1.94 on each \$100 of assessed value. Both of these rates are unchanged from fiscal year 2020.

Sections 25, 27, 28 and 29 meet legal requirements that must be posted and approved each year. The

Committee received legal counsel from the Office of Law and with the exception of a date change in Section 28 changing the year cited from 2021 to 2020, all was found to be in order.

For Sections 2 through 29 the Committee voted to recommend that the Council approve these Sections. The Committee votes were unanimous for all Sections except for Sections 14, the Transportation Fund; Section 19, the Fleet Replacement Fund; Section 20, the Fleet Operations Fund; and Section 26, the Tax Levy rates. Those votes were majority votes and will likely be discussed by the dissenting votes at the City Council Budget deliberation meetings.

Section 1 of the ordinance, with the attending Appendix A, was the source of differing opinions on the Committee and the only agreement that could be reached was to make no recommendation to the Council. At issue was the Administration recommended reductions in pay by elimination of the City contribution to the 401(a) Plan for FY 21 and the deferral of the negotiated COLA increase from award on 1 July of this year to 1 January of 2021, a six month delay in the increase. One thought was that employees should not suffer a reduction in the expected pay. Another thought was that these pay reductions cannot be recognized without a negotiated agreement in the case of the COLAs and until the Committee learns of the nature of the heretofore unknown 401(a) Plans and the legal parameters of the agreements, that is can the City contribution be deferred under the Plan rules? Another proposition was to abandon the COLA reduction and make a 5% pay cut for all exempt employees earning over \$100,000. The Committee had no information on either the legality or the revenue that such a cut would generate. At issue is about \$850,000 (COLAs of \$689,000 and 401(a) s of \$160,000) in expenditure reductions in the Mayor's proposed Budget. Without these reductions the Budget would be out of balance by that amount.

The Committee reviewed the Capital Budget and the CIP. As a prelude to that review the Committee received a briefing from Davenport & Company on our Debt Capacity, this to guide our review of new debt issuance. Davenport's assessment was that the City was in good standing with its current and planned debt structure and would fare well in any Rating Agency Review. In fiscal 2021 the City has \$16,258,632 in General Fund projects and \$6,251,500 in Enterprise Fund projects. The General Fund

projects are to be funded with \$7,735,800 in bonds and Enterprise Funds with \$3,901,500 in bonds. The General Fund projects will also be funded by bonds repaid by the Refuse Fund, Sewer Fund, Water Fund, and Watershed Restoration Fund, in the amount of \$2,125,000 for FY 21. The Committee voted to recommend that the City Council approve the FY 21 Capital Budget.

With regard to the Capital Improvement Program five year plan (FY 22 through FY 26) the Committee voted to recommend that the City Council approve these plans but offered some specific observations. There are eight new plans in the CIP for this year's budget:

- Cedar Park Sidewalks
- City Facility Security Upgrades (page 20),
- City Playgrounds and Parks (page 22),
- Eastport Satellite Police and Community Center (page 24),
- Fitness Equipment Replacement (now an annual plan) (page 25),
- Weems-Whalen Field (page 44),
- Organic Resource Recovery Facility (page 50),
- Truxtun Heights Storm Drainage Improvements (page 57).

The Committee notes that the CRAB Boating Facility (page 23) is under review at the Maryland Department of Natural Resources and then must go before the Maryland Board of Public Works. So the project is designated as TBD (to be determined), but if approved will use Project Open Space money and grants from the county and state. The Eastport police substation (page 24) raise discussion from the Committee and needs further evaluation by the Council. Some members question the value of police substations, something that has been tried and abandoned in the past. Another question was the

proposed location of the substation in a HAVA housing unit as opposed to locating in the existing Community Center. The Russell Street project (page 33) has been slowed because of ownership issues. It's not clear if this City property and if we have rights to make these improvements. As a point of information with regard to the Traffic Signal at West Street and Gibraltar project, this is but one of 23 City traffic signals. All other signals are under review for upgrades and synchronization. Modern traffic signals are very expensive at around \$450,000 each if fully equipped and interconnected.

On page 40, the Committee learned that the City ran into additional costs with the upgrades of the tennis courts because the sub-base of the courts needed to be replaced. For the Ween-Whalen Field work (page 44) the City is still awaiting word from MDE as to the amount of remediation that will be needed. At this point it seems that little cost will be incurred to make the field safe for play. On page 50, the Organic Resources Recovery Facility will be an important environmental advance and a potential revenue generator. The facility will process biosolids generated from the water reclamation plant. Once built it may also be able to process food waste materials. The CIP contains ongoing projects related to stormwater management and MS4 Permit Compliance (pages 55 and 56). Finally the CIP contains plans for ongoing street and sidewalk repairs and for replacement obsolete water and sewer pipes.

Resolution 26 – 20: Finance Committee Actions

Numerous changes are proposed for City fees in resolution R-26-20: Fiscal Year Fees Schedule. City fees are presented in the order of the section of City Code to which they correspond and start with Title 2 of the Code and run through Title 22. There is a redline version of the Fee Schedule that shows the proposed changes for FY 21.

The Finance Director noted that the new fees for Debit and Credit card process fee and for return check fees, 6.04.140, while needed were premature additions and must await legislation to authorize these fees. The Committee voted to recommend these fees be removed from the schedule at this time. The Committee recommended approval of all other fee changes in this schedule. The Committee recommended wording changes to clarify that the fee for 16.16.160: Wastewater discharge permit fee

for Nonresident users for a three-year permit was \$100 PER YEAR.

In addition there fee schedules for Parking for the four garages; Hillman, Gotts, Knighton, and Park Place; along with rates for the Larkin and South Street Lots. It is unclear to the Committee where the street parking rates are listed and how they are approved.

The Committee review and recommended approval by the Council of the Transit Fares.

The Committee reviewed and recommended approval by the Council of all of the Recreations and Parks Fees. However it noted that the City Council, when addressing resolution R-20-20 amended the proposed daily fee for Child (12 and under) and Seniors (62+) remain at \$4 per day. The schedule shows \$5 per day.

The Committee reviewed and recommended approval by the Council of all of the Alcoholic Beverage Fees.

The Finance Committee received two briefings from Stantec, one discussing the Water and Sewer Rate Study, the other the Stormwater Rate Study. In summary, the Water and Sewer Rate study recommends a 5 percent increase in the water rates and no change for sewer rates. The water rate increases are due to increased cost in operation and maintenance costs. Sewer rates can remain unchanged because we expect to receive \$600,000 a nutrient credit for the next four years, then a smaller amount in the fifth year,

For stormwater rates, the Stantec consultants are recommending a new and fairer way of calculating rates based on volume of impermeable surface runoff. The net result of the recommended change is an increase in the quarterly rates, but a retribution of the costs to single family residences away from multifamily units. There is also an increase for large commercial parking lots. The Committee did have some discussion about the impact of the fees on church parking lot for their runoff and decided to bring that issue to the Council's attention.

Finally the Committee reviewed and recommended approval by the Council of all of the increase in the sanitation fees of \$13 per year for residential units based on increased cost of the trash collection contract.

Resolution 27 – 20: Finance Committee Actions

Only one change was proposed for City fines in resolution R-27-20: Fiscal Year Fines Schedule. The Committee reviewed and recommended approval by the Council the increase in the fine for Historic preservation violation to be commensurate with building code violation fines of \$200 per day for the first notice and \$500 per day for second notice.

Community Grants: Finance Committee Action

The Finance Committee took up the proposed allocation of the City of Annapolis Community Grant Funding amount of \$429,700 as proposed in the Mayor's Budget. The Committee largely accepted the recommendations made by an internal Committee made up of City Staff headed by Assistant City Manager Lyn Farrow. There was some discussion of reducing the grant for Miscellaneous Services of \$80,000 for the Housing Authority to defray the cost of annual rental housing inspection of 792 units. The thought was that, with the demolition and rebuild of the Newtowne 20 housing, less units would need to be inspected and thus less funding to reimburse for inspection costs. The Committee finally decided to leave this allocation as is because the savings could not be redistributed to other grantees and would just be a reduction of the Grant Fund total. The Committee's proposed distribution is found as Attachment G.

The Committee hopes the Council finds its recommendations helpful. We devoted a lot of effort into working with the City Manager, Finance Director and staff, the Department, Office and Division Directors to gain a full understanding of the proposed Mayor's Budget. The Committee thanks all of the staff for their help, but especially David Jarrell, City Manager and Lyn Farrow, Assistant City Manager; Jodee

Dickenson, Finance Director along with Senior Accountant Katie Connolly; City Attorney Michael Lyles and Ashley Leonard and Kerry Berger from the Office of Law; Teekia Green, City Council Associate; and Julian Jacques and Marc Hildebrand of COATV.

The Committee has crafted this Report to be helpful to the Council as you take up your deliberations. The Budget is complicated and the Finance Department has given the Committee much additional material for our analysis. Because of all the additional information and the concentrated amount of time the Committee has had with the Budget and staff, we are offering to hold Council Work Sessions, possibly two with one in the evening hours for those on the Council that can't make a daytime meeting, if the Council members would find that helpful. The Committee has consulted with the City Manager, the Finance Director and the Office of Law, who have agreed to be present for the Work Sessions. Our hope is that we can help with your questions in the Sessions as opposed to on the Council floor during the City Council meeting for Budget votes.

Report Summary

The Finance Committee took several votes during its deliberations. One of the first was to recommend to the City Council that the FY 21 Budget be reformatted to reflect the current City organizational structure. The expenditure allocations show a reorganization that eliminates the Office of Environmental Policy, which currently reports to the Mayor. The proposed Budget shows members of that Office reporting to the City Manager and Planning and Zoning. Those changes may be made, but they are not in place at this point.

After being briefed by the Administration on the Mayor's proposed FY 21 Budget and hearing from each of the Departments (Offices, Divisions and Staffs), the Committee took up the budget legislation. Most of the Committee time was devoted to a section by section analysis of O-16-20, the Annual Budget and Appropriation and Property Tax Levy legislation. The Committee votes its recommendations on each section of the Ordinance, some votes unanimous and some majority votes. The Committee could not reach agreement on Section One of the Ordinance. In the end the Committee took a vote on Sections 2

through 29, with passed by a two to one vote. The Committee voted unanimously to recommend favorably to the City Council the Capital Budget and the Capital Improvement Program.

As noted in the body of this Report, the Committee recommends a few editorial changes to R-26-20, the Fee resolution, but otherwise voted unanimously to recommend favorably to the Council. The Committee also voted unanimously to recommend favorably to the Council R-27-20, the Fine resolution. Finally, after some debate and recommended changes to the allocation and size of grant amounts, the Committee voted by a majority to recommend the Community Grants amount of \$429,700 and the distribution of grants shown in Attachment G of this Report.

Attachment A: The Budget and City Financial Projections Resulting from COVID-19, April 30, 2020

Budget Presentation for Council Work Session - 30 April 2020 - Final.pdf

Attachment B: Proposed Capital Budget (FY 2021) and Capital Improvement Program (FY2022 – FY2026), April 22, 2020

FY21 Capital Budget Presentation - April 2020 (1).pptx

Attachment C

Guidance Form the Finance Committee Re: Budget Hearings

First, the Finance Committee thanks you for the work that you do day in and day out with little fanfare and not much public recognition. However, we on the Council know and appreciate how you keep the City running. We anticipate that this will be a tough budget year and want to know what needs to be done and how we can help you through the process.

While we are open to your input, we thought we might start with your performance measures. While still in the formative stage, we feel that they are your effort to lay out your departmental goals, objectives, benchmarks and performance measures. In addition, you gave us your long tem goals for fiscal years 2022 through 2025. We understand that these were developed before the advent of the pandemic crisis and wonder if and how these goals may be affected by the consequences of this event.

Next, we would like to hear a brief summary of your budget request, with, again, an explanation of changes from last year's budget. Most importantly, we would again like to hear from you your concerns for the coming year, including any enhancements you must forgo because of anticipated revenue shortfalls. We also understand that there may need to be reductions in your appropriation from this current Budget. Please let us know how that can be accomplished and what must be sacrificed as a result.

We have attached a worksheet the Committee will use to give you an outline of how we see the hearing proceeding. We urge that presentations be as brief, no more than 45 minutes, if possible. This will allow the Committee time to ask questions and allow us to move through our hearing schedule. We need time to develop our analysis and draft our report to the Council early next month.

It would be very helpful to get any documents you will use for their presentation to Ms. Green two days in advance your scheduled hearing date so that she can load them into our iPads.

Thank you in advance for your help. Please let me know if we have missed anything and what you might need from us at this point.

Thanks. Ross

Department Budget Presentation - 2021

Department:

Presenter (s):

Presentation (maximum of 45 minutes) To Include

- I. Performance measures (may include goals, objectives, benchmarks; long term and short term, 2022-2025)
- II. Summary of budget request(s)
- III. Explanation of changes from 2020
- IV. Enhancements requested
- V. Proposed reductions and how accomplished
- VI. Summary

Attachments:

Committee Notes:

Attachment D

Position Summary for FY2021 with FTE Data (4/28/20)										
Fund	Electe d	Exemp t	Civil Servic e	Contra ct	Total	Full Time	Part Tim e	Part Time FTE's	Tem p FTE's	FTE's
General Fund										
Mayor and City Council	9	7	0	1	17	17	0	0.0	0.0	17.0
City Manager	0	4	1	0	5	5	0	0.0	0.0	5.0
Office of Law	0	4	5	0	9	9	0	0.0	0.0	9.0
Human Resources	0	2	5	0	7	7	0	0.0	0.0	7.0
Management Information Technology	0	1	9	0	10	10	0	0.0	0.0	10.0
Finance (including Purchasing)	0	1	21	0	22	22	0	0.0	0.0	22.0
Planning and Zoning	0	2	28	2	32	30	2	1.3	1.6	32.8
Police	0	5	150	19	174	170	4	2.0	10.5	182.5
Fire	0	2	140	0	142	142	0	0.0	0.0	142.0
Office of Emergency Management	0	1	3	3	7	7	0	0.0	0.0	7.0
Public Works	0	1	56	0	57	57	0	0.0	2.5	59.5
Recreation and Parks		1	23	9	33	25	8	4.5	49.5	79.0
Enterprise & Internal Service Funds										
Fleet Maintenance	0	0	7	2	9	9	0	0.0	0.0	9.0
Water Fund	0	0	28	0	28	28	0	0.0	0.0	28.0
Sewer Fund	0	0	6	0	6	6	0	0.0	0.0	6.0
Watershed Restoration	0	0	5	0	5	5	0	0.0	0.0	5.0
Refuse	0	0	4	0	4	4	0	0.0	0.0	4.0
Transportation	0	1	41	3	45	45	0	0.0	6.0	51.0
Total All Funds	9	32	532	39	612	598	14	7.8	70.1	675. 8
Corrected amount										

Attachment E

GRADE	PAY SCALE EFFECTIVE JULY 1, 2019 and JULY 1, 2020 (Proposed in FY21 Budget)											
	STEP											
	1	2	3	4	5	6	7	8	9	10	11	12
A01	24,908	26,244	27,651	29,133	30,695	32,341	34,075	35,901	37,826	39,854	41,990	
A02	26,777	28,212	29,725	31,319	32,997	34,766	36,630	38,594	40,662	42,842	45,139	
A03	28,786	30,329	31,955	33,668	35,473	37,374	39,378	41,489	43,714	46,057	48,526	
A04	30,944	32,603	34,350	36,193	38,132	40,177	42,331	44,600	46,992	49,511	52,165	
A05	33,265	35,048	36,927	38,907	40,993	43,191	45,505	47,945	50,515	53,224	56,077	
A06	35,760	37,678	39,696	41,826	44,068	46,429	48,919	51,542	54,304	57,216	60,283	
A07	38,442	40,503	42,674	44,962	47,372	49,911	52,588	55,407	58,378	61,506	64,804	
A08	41,325	43,540	45,874	48,334	50,924	53,654	56,531	59,562	62,755	66,120	69,664	
A09	44,424	46,805	49,314	51,959	54,744	57,679	60,771	64,028	67,461	71,077	74,888	
A10	47,756	50,316	53,013	55,855	58,850	62,004	65,329	68,831	72,522	76,409	80,505	
A11	51,338	54,090	56,990	60,044	63,264	66,656	70,228	73,994	77,961	82,141	86,544	
A12	55,187	58,145	61,263	64,547	68,008	71,653	75,495	79,542	83,806	88,299	93,033	
A13	59,327	62,507	65,859	69,389	73,109	77,029	81,158	85,509	90,092	94,922	100,011	
A14	63,777	67,196	70,797	74,593	78,593	82,805	87,245	91,923	96,851	102,042	107,513	
A15	68,558	72,234	76,106	80,187	84,485	89,015	93,787	98,814	104,112	109,694	115,574	
A16	73,702	77,653	81,815	86,203	90,824	95,693	100,822	106,228	111,922	117,922	124,244	
A17	79,229	83,476	87,952	92,668	97,635	102,869	108,384	114,194	120,316	126,767	133,563	
A18	85,171	89,737	94,548	99,616	104,957	110,584	116,511	122,759	129,339	136,273	143,578	
A19	91,558	96,467	101,639	107,087	112,829	118,877	125,249	131,965	139,039	146,493	154,347	
A20	98,425	103,702	109,261	115,118	121,290	127,793	134,643	141,861	149,467	157,480	165,923	
F1 0	44,329	46,706	49,210	51,847	54,628	57,556	60,642	63,893	67,318	70,927	74,729	78,736
F1 1	47,655	50,210	52,902	55,738	58,726	61,874	65,191	68,687	72,369	76,249	80,337	84,643
F1 2	51,230	53,976	56,869	59,918	63,131	66,515	70,081	73,838	77,797	81,967	86,361	90,991
F1 3	55,070	58,022	61,133	64,411	67,864	71,501	75,335	79,373	83,628	88,112	92,836	97,813
F1 4	59,200	62,374	65,717	69,240	72,953	76,863	80,984	85,326	89,901	94,720	99,798	105,148
F1 5	63,641	67,053	70,648	74,435	78,426	82,630	87,059	91,727	96,645	101,825	107,284	113,036

Appendix-1

F1 6	68,414	72,081	75,945	80,016	84,307	88,827	93,589	98,606	103,892	109,462	115,330	121,513
F1 7	73,547	77,490	81,644	86,021	90,632	95,491	100,610	106,004	111,687	117,675	123,983	130,630
F1 8	81,000	85,588	90,177	95,012	100,104	105,471	111,126	117,082	123,360	129,974	136,941	144,282
F2 0	98,907	104,210	109,796	115,682	121,884	128,419	135,303	142,556	150,199	158,252	166,736	

P10	49,888	52,563	55,380	58,349	61,478	64,773	68,246	71,905	75,759	79,820	84,100	88,608
P11	53,632	56,507	59,536	62,728	66,091	69,634	73,367	77,299	81,445	85,810	90,411	95,258
P12	57,653	60,743	64,000	67,431	71,046	74,855	78,868	83,096	87,551	92,244	97,190	102,400
P13	61,976	65,298	68,799	72,487	76,374	80,468	84,781	89,326	94,116	99,161	104,477	110,078
P15	70,217	73,981	77,947	82,127	86,530	91,168	96,056	101,205	106,631	112,347	118,370	124,716
P17	81,144	85,494	90,077	94,907	99,995	105,355	111,003	116,954	123,224	129,831	136,791	144,124
P18	87,230	91,907	96,834	102,024	107,495	113,257	119,329	125,726	132,467	139,567	147,050	154,933
P20	100,805	106,208	111,902	117,901	124,222	130,881	137,898	145,292	153,080	161,288	169,934	

Attachment F

EMPLOYEE COMPENSATION COMPARISON FY 20 to FY 21

	FY 2020*	FY 2021**	Change
City Council	\$ 131,764	\$ 135,800	3.1%
Mayor's Office	\$ 1,509,236	\$ 939,600	-37.7%
Office of Law	\$ 1,147,700	\$ 1,208,000	5.3%
City Manager	\$ 341,000	\$ 685,200	100.9%
Hum. Resources	\$ 872,000	\$ 921,900	5.7%
Man Info Tech	\$ 1,197,000	\$ 1,250,400	4.5%
Finance	\$ 1,997,000	\$ 1,916,600	-4.0%
Purchasing	\$ 430,000	\$ 418,600	-2.7%
P & Z	\$ 3,568,000	\$ 3,851,400	7.9%
Police	\$ 17,162,000	\$ 18,943,000	10.4%
Fire	\$ 17,905,900	\$ 18,559,200	3.6%
OEM	\$ 392,000	\$ 432,700	10.4%
DPW Admin	\$ 662,000	\$ 725,900	9.7%
DPW Engineering	\$ 941,000	\$ 1,338,100	42.2%
DPW Streets	\$ 2,671,000	\$ 2,709,000	1.4%
DPW Traffic	\$ 254,000	\$ 254,500	0.2%
DPW Snow	\$ 65,000	\$ 41,500	-36.2%
DPW Facilities	\$ 575,000	\$ 592,500	3.0%
P&R Pip	\$ 266,000	\$ 287,100	7.9%
P&R Front Desk	\$ 217,000	\$ 258,100	18.9%
P&R Parks	\$ 911,000	\$ 914,700	0.4%
P&R Admin	\$ 459,000	\$ 480,600	4.7%
P&R Latchkey	\$ 260,350	\$ 459,500	76.5%
P&R Stanton	\$ 392,000	\$ 304,900	-22.2%
P&R Sports	\$ 192,500	\$ 202,500	5.2%
P&R Camps	\$ 544,500	\$ 562,900	3.4%

Appendix-1

P&R Health	\$ 203,000	\$ 239,300	17.9%
P&R Pool	\$ 109,000	\$ 211,900	94.4%
Harbormaster	\$ 398,500	\$ 397,000	-0.4%
TOTAL	\$ 55,774,450	\$ 59,242,400	6.2%

* Source O-17-19 Appendix A.
However the FY Projected amount
given by the City Manager on 30
April 2020 is \$53,959,500

** Source O-16-20 Appendix A

City of Annapolis Community Grant Funding FY 2021												
					Appendix-1							
The FY 2019 Community Grant Applications have been organized into the service categories outlined in the City Code §6.16.060(b), with subcategories added in some instances, to aid the reader in quickly identifying the purpose of the program.												
CATEGORY 1 (numbering of categories is not an indication of ranking)												
Provide services that sustain and empower youth, families and individuals to move towards an improved quality of life and sustainability												
	FY 2017 Adopted	FY 2018 Requested	FY 2018 Proposed Allocations (\$298,000)	FY 2018 Amendments Proposed by the Mayor	FY 2018 Amendments Proposed by Finlayson & Budge	FY 2018 Adopted	FY 2019 Adopted	FY2020 Adopted	FY2021 Requests	FY2021 Mayor's Proposed Budget	FY 2021 - Finance Committee Recommendation	FY2021 - City Council Adopted
Food Programs for Children/Youth												
Feed A Healthy Mind	4,000	10,000	4,000	0	0	4,000	5,000	5,000	10,000		4,000	
Heritage Baptist Church (Backpack Buddies)	3,500	3,500	3,500	0	0	3,500	3,500	3,500	4,000	3,500	4,000	
Education Programs for Children/Youth												
AA Comm. Action Agency/Green Summer Works	0	5,000	1,000	0	1,000	2,000	3,000	2,000	2,000		2,000	
Anne Arundel County Public Library	12,100	16,154	10,000	2,000	0	12,000	12,000					
Boys and Girls Club of Annapolis & AACo	6,000	8,104	6,000	0	0	6,000	7,000	7,000	9,928	9,700	8,000	
Chesapeake Children's Museum	1,500	14,000	1,500	0	0	1,500	0	1,500	20,000	1,500	1,500	
Compass Rose Studio Theatre	1,400	2,500	2,000	0	0	2,000	2,500	2,500			2,500	
Creating Communities, Inc	4,000	10,000	5,000	0	0	5,000	5,000	8,000	10,000	8,000	8,000	

Appendix-1

Seeds 4 Success	2,000	10,000	2,000	0	0	2,000	4,200	4,000	10,000	5,000	5,000	
Start the Adventure in Reading (STAIR)	0	4,500	1,000	0	1,000	2,000	3,000	7,500	12,000	8,000	8,000	
Mentoring/Life Skills Programs for Children/Youth												
Box of Rain Foundation	2,500	10,000	5,000	0	0	5,000	7,000					
Restoration Community Development Corp	12,000	20,000	10,000	0	0	10,000	15,000	15,000	40,000	33,000	25,000	
Education Programs for Adults												
Center of Help (Centro De Ayuda)	12,000	25,000	10,000	3,000	0	13,000	13,000	13,000	18,000	15,000	13,000	
OIC of Anne Arundel County	12,000	30,000	12,000	0	0	12,000	15,000	15,000	50,000	25,000	25,000	
Homelessness/Addiction Programs												
Anne Arundel County Dept of Social Services	7,000	20,000	8,000	0	0	8,000	10,000	15,000		20,000		
He Opens Paths to Everyone (HOPE for All)	0	20,000	1,000	0	1,000	2,000	6,000	6,000	12,000	12,000	6,000	
Lighthouse Shelter	20,000	25,000	20,000	0	0	20,000	20,000	20,000	40,000	25,000	20,000	
Samaritan House	0	15,000	6,000	0	0	6,000	0	7,200				
We Care and Friends	40,000	53,020	40,000	0	0	40,000	40,000	30,000	30,000	6,000	20,000	
Services for Youth and Adults												
Annapolis Maritime Museum	0	24,150	5,000	0	0	5,000	5,000	7,000	20,000	7,000	7,000	
Annapolis Youth Services Bureau/AA Community Action Agency Youth Services	28,000	28,000	28,000	0	0	28,000	30,000	27,500	30,000	30,000	30,000	
Annapolis Wellness House	5,000	24,000	3,000	2,000	0	5,000	5,000	5,000	30,000	5,000	5,000	

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Baltimore Neighborhoods Inc	3,500	3,500	2,000	0	0	2,000	3,500					
Bloomsbury Square Parking Assistance	2,200	2,200	1,500	700	0	2,200	1,000					
<i>Chesapeake Region Accessible Boating (CRAB)</i>	0	0				0	2,500	3,000	3,500	3,000	3,000	
Partners In Care	3,000	10,000	3,000	0	0	3,000	3,000	3,000	15,000	5,000	3,000	
<i>Peninsula Athletic League INC (PALI)</i>	0	0				0	1,000					
CATEGORY 1 SUBTOTAL	181,700					201,200	222,200	207,700	364,428	221,700	200,000	0
CATEGORY 2												
Provide programs that preserve and enhance a community's character												
Arts in Public Places (AIPPC)	14,300	15,300	15,300	0	0	15,300	15,300					
Bates Legacy Center	28,000	28,000	28,000	0	0	28,000	28,000	28,000	50,400	28,000	28,000	
Historic Annapolis Foundation	10,000	17,300	10,000	0	0	10,000	0		20,000	5,000	5,000	
Kunta Kinte-Alex Haley Foundation	3,000	3,000	2,200	800	0	3,000	3,000	10,500	4,000	4,000	4,000	
Maryland Hall for the Creative Arts	18,000	25,000	20,000	5,000	0	25,000	20,000	20,000	30,000	20,000	20,000	
University of MD Archeological Project	8,000	0	0	0	0	0	0					
*\$7,500 for Kunta Kinte - Alex Haley is included within the FY19 &20 Special Projects budget												
CATEGORY 2 SUBTOTAL	81,300					81,300	66,300	58,500	104,400	57,000	57,000	0
CATEGORY 3												
Provide programs that contribute to a vibrant economy												
Annapolis Film Festival	0	15,000	1,000	0	14,000	15,000	15,000	15,000			16,200	

Appendix-1

Volunteer Center of Anne Arundel County	4,000	5,000	3,000	0	0	3,000	3,000					
CATEGORY 3 SUBTOTAL	4,000					18,000	18,000	15,000	0	0	15,000	0
CATEGORY 4												
Provide programs that are integral to community revitalization, economic development and environmental sustainability												
Annapolis Londontown/4 Rivers	28,000	28,000	28,000	0	0	28,000	28,000	28,000	28,000	28,000	28,000	
Mu Rho Uplift Foundation	0	50,000	0	0	6,000	6,000	0	6,000				
CATEGORY 4 SUBTOTAL	28,000					34,000	28,000	34,000	28,000	28,000	28,000	0
NEW IN FY2020												
Charting Careers (was Box of Rain)								8,500	35,000	8,500	8,500	
Annapolis Maker Space								0				
Langton Green								1,000				
Community Health Center at Parole								20,000				
NEW IN FY2020 SUBTOTAL								29,500	35,000	8,500	8,500	0
NEW IN FY2021												
Banneker Douglas Museum									20,000	5,000	5,000	
Brendan Sailing									2,000	2,000	2,000	
Jonathan Rose Companies (Return to Learn)									13,000			
Maryland Reentry Resource Center									30,000	5,000	5,000	
Newtowne Community Development Corp.									30,000	15,000	15,000	

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NEW IN FY2021 SUBTOTAL									95,000	27,000	25,000	0
MISCELANEOUS CITY SERVICES												
Winter Relief Services								5,000		7,500	8,000	*
Housing Authority Inspection Services								80,000		80,000	80,000	
MISCELANEOUS CITY SERVICES SUBTOTAL								85,000		87,500	88,000	0
GRAND TOTAL	295,000					334,500	334,500	429,700	626,828	429,700	429,700	

ATTACHMENT G

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CITY OF ANNAPOLIS FINANCIAL ADVISORY COMMISSION
c/o Frederick C. Sussman, Esq., Chair
125 West Street, 4th Floor
Annapolis, Maryland 21401
(410) 268-6600
fsussman@councilbaradel.com

May 23, 2020

BY E-MAIL

Mayor and City Council of the City of Annapolis
160 Duke of Gloucester Street
Annapolis, Maryland 21401

Re: Financial Advisory Commission Report on Proposed FY 2021 Operating Budget,
FY 2021 Capital Budget and FY 2022-2026 Capital Program,
FY 2021 Fees and FY 2021 Fines

Dear Mayor Buckley and Members of the City Council:

The Financial Advisory Commission's mission is to provide impartial advice and guidance to the Mayor and City Council about the City's financial well-being, financial policies and procedures, and proposed budgets. We also provide input as requested by the Mayor and City Council on other matters impactful to the financial health of the City. We approach our responsibility with the perspective that our elected officials have a fiduciary obligation to ensure accountability for spending public funds by efficiently and economically appropriating only such funds as are necessary to secure the benefits of home rule.

The Mayor and City Council referred to the Commission for our review and advice the Mayor's proposed FY 2021 Operating Budget and Capital Budget, FY 2022-2026 Capital Program, FY 2021 Fees, and FY 2021 Fines. The Financial Advisory Commission has reviewed and discussed these materials with the City's Finance Director and City Manager, and has reviewed and discussed with the Chair of the City Council's Finance Committee the "Fiscal Year 2021 Budget Report of the Finance Committee of the Annapolis City Council May 11, 2020."

In short, the Commission generally endorses the City Council Finance Committee's report and recommendations regarding the proposed FY 2020 Operating and Capital Budgets, FY 2022-2026 Capital Program, FY 2021 Fines and FY 2021 Fees, subject to the comments below.

The Commission offers the following additional comments:

1. While the Commission has great confidence in staff's representations that the FY 2021 Operating Budget revenue projections are very conservative and reasonable based upon

information now known and reasonably projected about the impact that a COVID-19 economic downturn could have on such revenues, the extent of the economic downturn and its impact on City revenues is not known and remains fluid. This makes it imperative that:

- (i) the Finance Director continue to monitor and make necessary changes to revenue and cash-flow projections, with corresponding recommendations for Operating Budget revisions, up to the point that the City Council adopts the budget; and
- (ii) the Finance Director, City Manager and the Mayor and City Council begin now to develop a plan for mid-year expenditure reductions if anticipated revenues and cash-flows do not materialize, colloquially a “Plan B.” An integral part of this analysis should include identification of levels of revenue and cash-flow shortfalls that would trigger some or all of the Plan B expenditure reductions.

2. To further provide six months to monitor the Operating Budget revenue trend during FY 2021, the Commission suggests that the Mayor and City Council identify and consider not appropriating funds for expenditures deemed non-essential, and place into the Contingency Fund all or a part of the funds that have been proposed for such expenditures. The Contingency Fund allocations would be available for appropriation for the deferred expenditures later in the fiscal year if fiscal conditions warrant.

3. Last year the Commission recommended that, in order to evaluate the future impacts of current budget decisions, future budget presentations should identify significant budgetary recommendations that, if adopted, would result in expenditure impacts beyond the current fiscal year. It does not appear that this recommendation is included in the proposed Operating Budget although future year financial impacts of proposed capital expenditures are reflected in the 5-year Capital Program. This information becomes particularly important where a significant part of the Operating Budget is funded with grants that may be funding sources for ongoing operating expenses today but may no longer be available to fund such ongoing expenses tomorrow, transferring such funding responsibility to the General Fund. The Commission urges that such information be provided to the Mayor and City Council in the FY 2022 budget presentation.

4. The proposed Operating Budget incorporates appropriate use of fund balances and reserve funds to fund non-recurring expenses, thereby reducing reliance on property taxes for such purposes. Expenditures are being appropriately funded by anticipated revenues and fund balances and reserve funds. However, the Commission cautions that a close eye must be kept on such fund balances and reserve funds so that they do not fall below required levels and remain available as a backstop in the event of future fiscal emergencies. The City’s sound fiscal management for many years has built the reserves and fund balances to healthy levels, but one or two unforeseen events can cause a fiscal calamity that might necessitate drawing heavily from reserve funds and fund balances.

5. The Commission has encouraged and supported the use of pay-go to fund capital projects where feasible to reduce reliance on the issuance of debt for such purposes, and, philosophically continues to do so. However, because of the uncertainty of revenue and cash-flow influx during FY 2021 because of the pandemic-related economic downturn, the Commission recommends that reliance on pay-go to fund proposed projects be significantly curtailed in FY 2021. This may mean that such projects be deferred, reduced in scope, or funded from other revenue sources.

6. Because such a large portion of the City's Operating Budget (currently approximately 70% for the General Fund) is driven by personnel-related costs, the Commission historically has urged restraint in adding to the City's personnel costs, and continues to do so. As noted in the Finance Committee Report, the growth in City expenditures continues to outpace the growth of revenues. Personnel costs also have a direct impact on the City's cash-flows. Even though the City is a service industry and heavily relies upon personnel to provide services, the continued growth of expenses, including personnel and pension-related expenses, in excess of the growth of revenues and the associated impact on cash-flows will not be sustainable in the medium to long term. The City may be facing some difficult choices to control personnel costs, including eliminating, reducing or modifying City service and program delivery across the board. If not that, then the City may be facing the prospect of increasing taxes and fees to bring personnel costs into line with revenues and cash-flows. The City should begin now the process of evaluating the feasibility of such actions. As part of this evaluation the City should examine the levels of the City's contributions to employee pensions and/or consider transitioning to retirement programs based on defined contributions from the City and away from programs which guarantee a defined benefit.

In conclusion, the Commission would like to acknowledge the work and responsiveness of Finance Director Jodee Dickinson, City Manager David Jarrell and other City staff. Despite numerous City staffing challenges, these individuals were instrumental in helping to bring forward a fiscally responsible financial program for FY 2021. The Financial Advisory Commission has confidence in their future leadership to keep the City on solid financial footing. The Commission further acknowledges and appreciates the significant budget review work undertaken by the City Council's Finance Committee and the sound comprehensive report that it produced. The entire budget process thus far has been extraordinary considering the significant challenges and uncertainties presented by the COVID-19 pandemic.

The Financial Advisory Commission pledges our continued support to work collaboratively with the Mayor and City Council to chart a fiscally responsible and financially sustainable course

for the future welfare of our City.

Sincerely,

Frederick C. Sussman

Frederick C. Sussman, Chair

cc: David Jarrell, City Manager (By e-mail)
Jodee Dickinson, Finance Director (By e-mail)
Regina C. Watkins-Eldridge, City Clerk (By e-mail)
Jacqueline Lee, Legislative and Policy Analyst
Financial Advisory Commission Members (By e-mail)



160 Duke of Gloucester Street
Annapolis, MD 21401

Signature Copy
O-16-20

..Title

Annual Budget and Appropriation and Property Tax Levy - For the purpose of adopting the City Budget, comprising the Annual Operating Budget for the fiscal year ending June 30, 2021, the Capital Budget for the fiscal year ending June 30, 2021, the Capital Improvement Program for the fiscal years ending June 30, 2022, June 30, 2023, June 30, 2024, June 30, 2025, and June 30, 2026; appropriating funds for all expenditures for the fiscal year beginning July 1, 2020, and ending June 30, 2021; levying and imposing a property tax for the use of the City of Annapolis for the taxable year beginning July 1, 2020, and ending June 30, 2021; and fixing the rate of the City property tax for the taxable year.

..Body

**CITY COUNCIL OF THE
City of Annapolis**

Ordinance 16-20

Introduced by: Mayor Buckley

**Referred to
Planning Commission
Finance Committee
Financial Advisory Commission**

**Annual Budget and Appropriation
and Property Tax Levy**

AN ORDINANCE concerning the Annual Budget and Appropriation Ordinance of City of Annapolis and Property Tax Levy.

FOR the purpose of adopting the City Budget, comprising the Annual Operating Budget for the fiscal year ending June 30, 2021, the Capital Budget for the fiscal year ending June 30, 2021, the Capital Improvement Program for the fiscal years ending June 30, 2022, June 30, 2023, June 30, 2024, June 30, 2025, and June 30, 2026; appropriating funds for all expenditures for the fiscal year beginning July 1, 2020 and ending June 30, 2021; levying and imposing a property tax for the use of the City of Annapolis for the taxable year beginning July 1, 2020 and ending June 30, 2021; and fixing the rate of the City property

tax for the taxable year.

SECTION 1: AND BE IT FURTHER ESTABLISHED AND ORDAINED BY THE ANNAPOLIS CITY COUNCIL that funds in the amount of \$86,417,450 are appropriated for the General Fund during the fiscal year beginning July 1, 2020, and ending June 30, 2021, for the purposes listed in Appendix A to this ordinance.

SECTION 2: AND BE IT FURTHER ESTABLISHED AND ORDAINED BY THE ANNAPOLIS CITY COUNCIL that funds in the amount of \$68,000 are appropriated for the Arts in Public Places Fund during the fiscal year beginning July 1, 2020, and ending June 30, 2021, for the following purposes:

a.	Contractual Services	\$	68,000
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SECTION 3: AND BE IT FURTHER ESTABLISHED AND ORDAINED BY THE ANNAPOLIS CITY COUNCIL that funds in the amount of \$325,000 are appropriated for the Community Development Block Grant during the fiscal year beginning July 1, 2020, and ending June 30, 2021, for the following purposes:

a.	Other	\$	325,000
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SECTION 4: AND BE IT FURTHER ESTABLISHED AND ORDAINED BY THE ANNAPOLIS CITY COUNCIL that funds in the amount of \$6,306,206 are appropriated for the Grant Fund during the fiscal year beginning July 1, 2020, and ending June 30, 2021, for the purposes listed in Appendix B to this ordinance.

SECTION 5: AND BE IT FURTHER ESTABLISHED AND ORDAINED BY THE ANNAPOLIS CITY COUNCIL that funds in the amount of \$160,000 are appropriated for the Community Legacy Fund during the fiscal year beginning July 1, 2020, and ending June 30, 2021, for the following purposes:

a.	Other	\$	160,000
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SECTION 6: AND BE IT FURTHER ESTABLISHED AND ORDAINED BY THE ANNAPOLIS CITY COUNCIL that funds in the amount of \$183,000 are appropriated for the Forfeiture and Asset Seizure Fund during the fiscal year beginning July 1, 2020, and ending June 30, 2021, for the following purposes:

a.	Supplies and Other Costs	\$	80,000
b.	Capital Outlay	\$	103,000

SECTION 7: AND BE IT FURTHER ESTABLISHED AND ORDAINED BY THE ANNAPOLIS CITY COUNCIL that funds in the amount of \$340,600 are appropriated for the Sprinkler Assistance Revolving Fund during the fiscal year beginning July 1, 2020, and ending June 30, 2021, for the following purposes:

a.	Supplies and Other	\$	340,600
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SECTION 8: AND BE IT FURTHER ESTABLISHED AND ORDAINED BY THE ANNAPOLIS CITY COUNCIL that funds in the amount of \$70,700 are appropriated for the Reforestation Fund during the fiscal year beginning July 1, 2020, and ending June 30, 2021, for the following purposes:

a.	Contractual Services	\$	70,700
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SECTION 9: AND BE IT FURTHER ESTABLISHED AND ORDAINED BY THE ANNAPOLIS CITY COUNCIL that funds in the amount of \$442,400 are appropriated for the Public, Educational, Governmental (PEG) Fund during the fiscal year beginning July 1, 2020, and ending June 30, 2021, for the following purposes:

a.	Capital Outlay	\$	442,400
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SECTION 10: AND BE IT FURTHER ESTABLISHED AND ORDAINED BY THE ANNAPOLIS CITY COUNCIL that funds in the amount of \$794,000 are appropriated for the Homeownership Assistance Trust Fund during the fiscal year beginning July 1, 2020, and ending June 30, 2021, for the following purposes:

a.	Other	\$	794,000
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SECTION 11: AND BE IT FURTHER ESTABLISHED AND ORDAINED BY THE ANNAPOLIS CITY COUNCIL that funds in the amount of \$6,799,300 are appropriated for the Sewer Fund during the fiscal year beginning July 1, 2020, and ending June 30, 2021, for the following purposes:

a.	Salaries and Benefits	\$	1,138,100
b.	Contractual Services	\$	4,264,400
c.	Supplies and Other Costs	\$	68,000
d.	Debt Service	\$	831,000
e.	Interfund Transfers	\$	497,800

SECTION 12: AND BE IT FURTHER ESTABLISHED AND ORDAINED BY THE ANNAPOLIS CITY COUNCIL that funds in the amount of \$9,220,700 are appropriated for the Water Fund during the fiscal year beginning July 1, 2020, and ending June 30, 2021, for the following purposes:

a.	Salaries and Benefits	\$	2,651,300
b.	Contractual Services	\$	1,213,000
c.	Supplies and Other Costs	\$	299,000
d.	Debt Service	\$	3,190,000
e.	Interfund Transfers	\$	1,867,400

SECTION 13: AND BE IT FURTHER ESTABLISHED AND ORDAINED BY THE ANNAPOLIS CITY COUNCIL that funds in the amount of \$7,178,400 are appropriated for the

Off-Street Parking Fund during the fiscal year beginning July 1, 2020, and ending June 30, 2021, for the following purposes:

a.	Salaries and Benefits	\$	66,500
b.	Contractual Services	\$	3,084,500
c.	Supplies and Other Costs	\$	7,200
d.	Debt Service	\$	1,260,000
e.	Interfund Transfers	\$	2,760,200

SECTION 14: AND BE IT FURTHER ESTABLISHED AND ORDAINED BY THE ANNAPOLIS CITY COUNCIL that funds in the amount of \$5,290,084 are appropriated for the Transportation Fund during the fiscal year beginning July 1, 2020, and ending June 30, 2021, for the following purposes:

a.	Salaries and Benefits	\$	3,799,756
b.	Contractual Services	\$	321,074
c.	Supplies and Other Costs	\$	446,154
d.	Debt Service	\$	3,000
e.	Interfund Transfers	\$	695,100
f.	Capital Outlay	\$	25,000

SECTION 15: AND BE IT FURTHER ESTABLISHED AND ORDAINED BY THE ANNAPOLIS CITY COUNCIL that funds in the amount of \$2,075,600 are appropriated for the Watershed Restoration Fund during the fiscal year beginning July 1, 2020, and ending June 30, 2021, for the following purposes:

a.	Salaries and Benefits	\$	594,200
b.	Contractual Services	\$	113,200
c.	Supplies and Other Costs	\$	56,000
d.	Debt Service	\$	62,000
e.	Interfund Transfers	\$	1,250,200

SECTION 16: AND BE IT FURTHER ESTABLISHED AND ORDAINED BY THE ANNAPOLIS CITY COUNCIL that funds in the amount of \$3,277,000 are appropriated for the Refuse Fund during the fiscal year beginning July 1, 2020, and ending June 30, 2021, for the following purposes:

a.	Salaries and Benefits	\$	419,500
b.	Contractual Services	\$	2,400,900
c.	Supplies and Other Costs	\$	95,200
d.	Debt Service	\$	30,000
e.	Interfund Transfers	\$	331,400

SECTION 17: AND BE IT FURTHER ESTABLISHED AND ORDAINED BY THE ANNAPOLIS CITY COUNCIL that funds in the amount of \$2,315,500 are appropriated for the Self Insurance Fund during the fiscal year beginning July 1, 2020, and ending June 30, 2021, for

the following purposes:

- | | | | |
|----|----------------------|----|-----------|
| a. | Contractual Services | \$ | 2,315,500 |
|----|----------------------|----|-----------|

SECTION 18: AND BE IT FURTHER ESTABLISHED AND ORDAINED BY THE ANNAPOLIS CITY COUNCIL that funds in the amount of \$11,952,800 are appropriated for the Health Insurance Fund during the fiscal year beginning July 1, 2020, and ending June 30, 2021, for the following purposes:

- | | | | |
|----|----------------------|----|------------|
| a. | Contractual Services | \$ | 11,952,800 |
|----|----------------------|----|------------|

SECTION 19: AND BE IT FURTHER ESTABLISHED AND ORDAINED BY THE ANNAPOLIS CITY COUNCIL that funds in the amount of \$1,372,000 are appropriated for the Fleet Replacement Fund during the fiscal year beginning July 1, 2020, and ending June 30, 2021, for the following purposes:

- | | | | |
|----|----------------|----|-----------|
| a. | Capital Outlay | \$ | 200,000 |
| b. | Debt Service | \$ | 1,172,000 |

SECTION 20: AND BE IT FURTHER ESTABLISHED AND ORDAINED BY THE ANNAPOLIS CITY COUNCIL that funds in the amount of \$2,381,600 are appropriated for the Fleet Operations Fund during the fiscal year beginning July 1, 2020, and ending June 30, 2021, for the following purposes:

- | | | | |
|----|--------------------------|----|---------|
| a. | Salaries and Benefits | \$ | 935,900 |
| b. | Contractual Services | \$ | 773,200 |
| c. | Supplies and Other Costs | \$ | 672,500 |

SECTION 21: AND BE IT FURTHER ESTABLISHED AND ORDAINED BY THE ANNAPOLIS CITY COUNCIL that the anticipated revenues and appropriated fund balances are shown in Appendix C to satisfy the requirements set forth in 6.16.10 of the Code to include estimates of anticipated revenues in the operating budget adopted by the City Council for the fiscal year beginning July 1, 2020, and ending June 30 2021.

SECTION 22: AND BE IT FURTHER ESTABLISHED AND ORDAINED BY THE ANNAPOLIS CITY COUNCIL that funds for expenditures for the Capital Projects hereinafter specified are appropriated for the Capital Budget during the fiscal year beginning July 1, 2020, and ending June 30, 2021.

- | | | | |
|----|---------------------------------|----|-----------|
| 1. | Barbud Lane | \$ | 487,200 |
| 2. | Burtis House | \$ | 262,500 |
| 3. | Cedar Park Sidewalks | \$ | 306,350 |
| 4. | City Facility Improvements | \$ | 650,000 |
| 5. | City Facility Security Upgrades | \$ | 100,000 |
| 6. | City Harbor Flood Mitigation | \$ | 735,000 |
| 7. | City Playgrounds and Parks | \$ | 350,000 |
| 8. | CRAB Boating Facility | \$ | 2,300,000 |

9.	Eastport Satellite Police and Community Center	\$	346,500
10.	Fitness Equipment Replacements	\$	50,000
11.	General Roadways	\$	3,000,000
12.	Maintenance Facilities	\$	6,250,000
13.	Maynard Burgess House	\$	210,000
14.	S. Southwood Sidewalk and Stormwater Management	\$	52,500
15.	Standard Specifications and Construction Detail	\$	110,250
16.	Trail Connections	\$	442,682
17.	Truxtun Park Tennis Courts and Fence	\$	420,000
18.	Tucker Street Boat Ramp	\$	179,150
19.	Waterway Improvement Projects	\$	104,000
20.	Weems Whelan	\$	52,500
21.	Multispace Parking Meters	\$	131,250
22.	Organic Resource Recovery Facility	\$	625,250
23.	Water Distribution Rehabilitation	\$	4,000,000
24.	Stormwater Management Retrofit Projects	\$	100,000
25.	Stormwater MS4 Permit Compliance	\$	1,050,000
26.	Truxtun Heights Storm Drainage Improvements	\$	345,000

SECTION 23: AND BE IT FURTHER ESTABLISHED AND ORDAINED BY THE ANNAPOLIS CITY COUNCIL that the appropriations approved in the Capital Budgets for all prior fiscal years are amended by reduction of the following appropriations in the projects:

1. Reduce the \$1,550,000 appropriation for Hillman Garage by \$1,550,000.

SECTION 24: AND BE IT FURTHER ESTABLISHED AND ORDAINED BY THE ANNAPOLIS CITY COUNCIL that the Capital Improvement Program for the fiscal years ending June 30, 2022, June 30, 2023, June 30, 2024, June 30, 2025, and June 30, 2026 as described in the Appendix D is approved as constituting the plan of the City to receive and expend funds for capital projects.

SECTION 25: AND BE IT FURTHER ESTABLISHED AND ORDAINED BY THE ANNAPOLIS CITY COUNCIL that the City Council hereby approves the acceptance of gifts, grants, and contributions to support appropriations in this Ordinance and those shown as funding sources in the Capital Budget and Capital Improvement Program approved by this Ordinance; that it recognizes that the City possesses legal authority to apply for the grant; that it authorizes the filing of grant applications, including all understandings and assurances contained therein; that it directs and authorizes the Mayor or the Mayor's designee to act in connection with the application and to provide such additional information as may be required by the application or the grantor.

SECTION 26: AND BE IT FURTHER ESTABLISHED AND ORDAINED BY THE ANNAPOLIS CITY COUNCIL that a City property tax rate for the taxable year beginning July 1, 2020, and ending June 30, 2021, is hereby levied and imposed on all assessments, persons, or property subject to ordinary taxation in the City of Annapolis, and that the rate of taxation for such taxable year is hereby fixed at \$0.7380 on each \$100 of full assessed value of real property, and \$1.94 on each \$100 of the full assessed value of personal property located within the corporate

limits of the City of Annapolis.

SECTION 27: AND BE IT FURTHER ESTABLISHED AND ORDAINED BY THE ANNAPOLIS CITY COUNCIL that it shall be the duty of the Director of Finance of the City of Annapolis to collect the sums set apart for the several funds, to keep separate receipts and amounts thereof, to deposit the same to the credit of funds as required by the several Acts and Ordinances relating to and providing for the several bonds issued, and to receive on account thereof only current money and legal tender of the United States.

SECTION 28: AND BE IT FURTHER ESTABLISHED AND ORDAINED BY THE ANNAPOLIS CITY COUNCIL that taxes levied by this Ordinance remaining unpaid on October 1, 2021, except for taxpayers who elect to make a partial payment before October 1 with the balance due later as allowed by State law, shall be overdue, and from and after that date shall bear interest, to be collected with said taxes, at the rate of one and one-half percent (1.5%) per month until paid.

SECTION 29: AND BE IT FURTHER ESTABLISHED AND ORDAINED BY THE ANNAPOLIS CITY COUNCIL that the City budget for the fiscal year beginning July 1, 2020, and ending June 30, 2021, as finally adopted by this ordinance, shall take effect on July 1, 2020.

EXPLANATION

UPPERCASE indicates matter added.

[~~Strikethrough~~] indicates matter stricken.

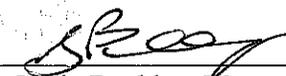
Underlining indicates amendments.

ADOPTED this 15th day of June, 2020.

Aye: 6 Mayor Buckley, Alderwoman Tierney, Alderwoman Pindell Charles, Alderwoman Finlayson, Alderman Rodriguez Alderman Gay.

Absent: 3 Alderman Paone, Alderman Savidge, Alderman Arnett.

THE ANNAPOLIS CITY COUNCIL


Gavin Buckley, Mayor

Date: 6/17/2020

ATTEST


Regina Watkins-Eldridge, MMC,
City Clerk

Date: 6/17/2020

	A	B	C	D	E	G	H	J	K	M
1	APPENDIX A									
2	FISCAL YEAR 2021 GENERAL FUND BUDGET APPROPRIATIONS									
3										
4	City Council									
5		Salaries and Benefits		\$		135,800				
6		Supplies and Other Costs				12,000				
7		Total Division					\$	147,800		
8		Total City Council							\$	147,800
9										
10	Mayor's Office									
11		Salaries and Benefits		\$		977,800				
12		Contract Services				109,400				
13		Supplies and Other Costs				113,500				
14		Total Division					\$	1,200,700		
15		Total Mayor's Office							\$	1,200,700
16										
17	Office of Law									
18		Salaries and Benefits		\$		1,250,400				
19		Contract Services				148,200				
20		Supplies and Other Costs				54,600				
21		Total Division					\$	1,453,200		
22		Total Office of Law							\$	1,453,200
23										
24	City Manager									
25		Salaries and Benefits		\$		458,700				
26		Supplies and Other Costs				113,200				
27		Total Division					\$	571,900		
28		Total City Manager							\$	571,900
29										
30	Human Resources Division									
31		Salaries and Benefits		\$		934,300				
32		Contract Services				54,200				
33		Supplies and Other Costs				19,000				
34		Total Division					\$	1,007,500		
35		Total Human Resources Division							\$	1,007,500
36										
37	Management Information Technology Division									
38		Salaries and Benefits		\$		1,279,200				
39		Contract Services				507,500				
40		Supplies and Other Costs				22,300				
41		Capital Outlay				251,000				
42		Total Division					\$	2,060,000		
43		Total Management Information Technology Division							\$	2,060,000
44										
45	Finance Department									
46	Operations									
47		Salaries and Benefits		\$		1,943,000				
48		Contract Services				469,200				
49		Supplies and Other Costs				86,200				
50		Total Division					\$	2,498,400		
51										
52	Purchasing									
53		Salaries and Benefits		\$		423,900				
54		Contract Services				4,400				
55		Supplies and Other Costs				4,900				
56		Total Division					\$	433,200		
57		Total Finance Department							\$	2,931,600

	A	B	C	D	E	G	H	J	K	M
1	APPENDIX A									
2	FISCAL YEAR 2021 GENERAL FUND BUDGET APPROPRIATIONS									
58										
59	Nonallocated									
60		Debt Service		\$		7,860,000				
61		Community Grants				429,700				
62		Other Post Employment Benefits				1,309,300				
63		Contribution to Self Insurance Fund				2,015,500				
64		Contingency				595,650				
65		Interfund Transfers				2,839,850				
66		Other				380,000				
67		Total Division					\$	15,430,000		
68		Total Nonallocated							\$	15,430,000
69										
70	Planning and Zoning Department									
71		Salaries and Benefits		\$		3,797,300				
72		Contract Services				170,700				
73		Supplies and Other Costs				290,650				
74		Total Division					\$	4,258,650		
75		Total Department of Planning and Zoning							\$	4,258,650
76										
77	Police Department									
78		Salaries and Benefits		\$		18,571,200				
79		Contract Services				2,454,700				
80		Supplies and Other Costs				455,500				
81		Total Division					\$	21,481,400		
82		Total Police Department							\$	21,481,400
83										
84	Fire Department									
85		Salaries and Benefits		\$		18,770,550				
86		Contract Services				994,200				
87		Supplies and Other Costs				390,100				
88		Capital Outlay				956,000				
89		Total Division					\$	21,110,850		
90		Total Fire Department							\$	21,110,850
91										
92	Office of Emergency Management Department									
93		Salaries and Benefits		\$		439,000				
94		Contract Services				25,500				
95		Supplies and Other Costs				5,600				
96		Total Division					\$	470,100		
97		Total Office of Emergency Management Department							\$	470,100
98										
99	Public Works Department									
100	Administration									
101		Salaries and Benefits		\$		736,100				
102		Contract Services				37,800				
103		Supplies and Other Costs				7,100				
104		Total Division					\$	781,000		
105										
106	Engineering and Construction									
107		Salaries and Benefits		\$		1,356,800				
108		Contract Services				56,700				
109		Supplies and Other Costs				10,800				
110		Total Division					\$	1,424,300		
111										
112	Streets									
113		Salaries and Benefits		\$		2,704,800				
114		Contract Services				865,200				
115		Supplies and Other Costs				71,300				
116		Total Division					\$	3,641,300		

	A	B	C	D	E	G	H	J	K	M
1	APPENDIX A									
2	FISCAL YEAR 2021 GENERAL FUND BUDGET APPROPRIATIONS									
117										
118	Traffic Control and Maintenance									
119	Salaries and Benefits			\$		257,800				
120	Contract Services					44,300				
121	Supplies and Other Costs					16,800				
122	Total Division						\$		318,900	
123										
124	Snow									
125	Salaries and Benefits			\$		41,500				
126	Contract Services					55,500				
127	Supplies and Other Costs					53,000				
128	Total Division						\$		150,000	
129										
130	Facilities									
131	Salaries and Benefits			\$		600,400				
132	Contract Services					1,324,200				
133	Supplies and Other Costs					6,000				
134	Total Division						\$		1,930,600	
135	Total Public Works Department								\$	8,246,100
136										
137	Recreation and Parks Department									
138	Pip Moyer Facility									
139	Salaries and Benefits			\$		290,200				
140	Contract Services					210,600				
141	Supplies and Other Costs					31,100				
142	Total Division						\$		531,900	
143										
144	Front Desk									
145	Salaries and Benefits			\$		262,000				
146	Contract Services					6,000				
147	Supplies and Other Costs					4,400				
148	Total Division						\$		272,400	
149										
150	Parks									
151	Salaries and Benefits			\$		926,700				
152	Contract Services					285,600				
153	Supplies and Other Costs					66,000				
154	Capital Outlay					1,000				
155	Total Division						\$		1,279,300	
156										
157	Administration									
158	Salaries and Benefits			\$		487,500				
159	Contract Services					117,300				
160	Supplies and Other Costs					13,500				
161	Capital Outlay					18,000				
162	Total Division						\$		636,300	
163										
164	Latchkey									
165	Salaries and Benefits			\$		466,000				
166	Contract Services					35,300				
167	Supplies and Other Costs					18,600				
168	Total Division						\$		519,900	
169										
170	Stanton Recreation									
171	Salaries and Benefits			\$		309,000				
172	Contract Services					48,000				
173	Supplies and Other Costs					12,600				
174	Total Division						\$		369,600	
175										
176	Sports									
177	Salaries and Benefits			\$		204,100				
178	Contract Services					106,000				
179	Supplies and Other Costs					7,500				
180	Total Division						\$		317,600	

Appendix-3

	A	B	C	D	E	G	H	J	K	M
1	APPENDIX A									
2	FISCAL YEAR 2021 GENERAL FUND BUDGET APPROPRIATIONS									
181										
182	Camps and Classes									
183	Salaries and Benefits			\$		569,800				
184	Contract Services					41,000				
185	Supplies and Other Costs					17,400				
186	Total Division						\$		628,200	
187										
188	Health and Fitness									
189	Salaries and Benefits			\$		242,700				
190	Contract Services					22,500				
191	Supplies and Other Costs					8,100				
192	Total Division						\$		273,300	
193										
194	Pool									
195	Salaries and Benefits			\$		215,100				
196	Contract Services					61,300				
197	Supplies and Other Costs					6,000				
198	Total Division						\$		282,400	
199										
200	Harbormaster									
201	Salaries and Benefits			\$		402,900				
202	Contract Services					120,600				
203	Supplies and Other Costs					35,700				
204	Total Division						\$		559,200	
205	Total Recreation and Parks Department								\$	5,670,100
206										
207										
208	OFFICE OF ENVIRONMENTAL POLICY									
209	SALARIES AND BENEFITS			\$		343,000				
210	CONTRACT SERVICES					4,700				
211	SUPPLIES AND OTHER COSTS					29,850				
212	TOTAL DIVISION								377,550	
213	TOTAL OFFICE OF ENVIROMENTAL POLICY									377,550
214										
215	Total General Fund								\$	86,417,450

Appendix-3

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
1	APPENDIX B														
2	FISCAL YEAR 2021 GRANTS FUND BUDGET APPROPRIATIONS														
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	A	B	C	D	F
1	APPENDIX C				
2	FISCAL YEAR 2021 REVENUES AND APPROPRIATED FUND BALANCE				
3					
4	General Fund				
5	Revenues				
6		Taxes		\$	57,053,000
7		License and Permits			2,764,600
8		Fines and Forfeitures			300,000
9		Interest, Rent, and Other			1,568,000
10		Intergovernmental			12,471,000
11		Charges for Services			5,341,000
12		Other Revenues			3,262,200
13		Fund Balance Appropriated			
14		Capital Reserve Fund			1,707,850
15		Budget Stabilization Fund			473,800
16		One Time Uses			1,476,000
17		Total Revenues and Fund Balance Appropriated		\$	<u>86,417,450</u>
18					
19	Arts in Public Places Fund				
20		Revenues		\$	40,000
21		Fund Balance Appropriated			28,000
22		Total Revenues and Fund Balance Appropriated		\$	<u>68,000</u>
23					
24	Community Development Block Grant Fund				
25		Revenues		\$	234,500
26		Fund Balance Appropriated			90,500
27		Total Revenues and Fund Balance Appropriated		\$	<u>325,000</u>
28					
29	Grants Fund				
30		Revenue		\$	6,051,211
31		Fund Balance Appropriated			254,995
32		Total Revenues and Fund Balance Appropriated		\$	<u>6,306,206</u>
33					
34	Community Legacy Fund				
35		Revenues		\$	-
36		Fund Balance Appropriated			160,000
37		Total Revenues and Fund Balance Appropriated		\$	<u>160,000</u>
38					

	A	B	C	D	F
1	APPENDIX C				
2	FISCAL YEAR 2021 REVENUES AND APPROPRIATED FUND BALANCE				
39					
40	Forfeiture Asset and Seizure Fund				
41		Revenues		\$	-
42		Fund Balance Appropriated			183,000
43		Total Revenues and Fund Balance Appropriated		\$	183,000
44					
45	Sprinkler Loan Revolving Fund				
46		Revenues		\$	-
47		Fund Balance Appropriated			340,600
48		Total Revenues and Fund Balance Appropriated		\$	340,600
49					
50	Reforestation Fund				
51		Revenues		\$	-
52		Fund Balance Appropriated			70,700
53		Total Revenues and Fund Balance Appropriated		\$	70,700
54					
55	Public, Educational, and Governmental (PEG) Fund				
56		Revenues		\$	72,000
57		Fund Balance Appropriated			370,400
58		Total Revenues and Fund Balance Appropriated		\$	442,400
59					
60	Homeownership Assistance Trust Fund				
61		Revenues		\$	-
62		Fund Balance Appropriated			794,000
63		Total Revenues and Fund Balance Appropriated		\$	794,000
64					
65	Sewer Fund				
66		Revenues		\$	8,424,000
67		Fund Balance Appropriated			-
68		Total Revenues and Fund Balance Appropriated		\$	8,424,000
69					
70	Water Fund				
71		Revenues		\$	8,439,400
72		Fund Balance Appropriated			781,300
73		Total Revenues and Fund Balance Appropriated		\$	9,220,700
74					

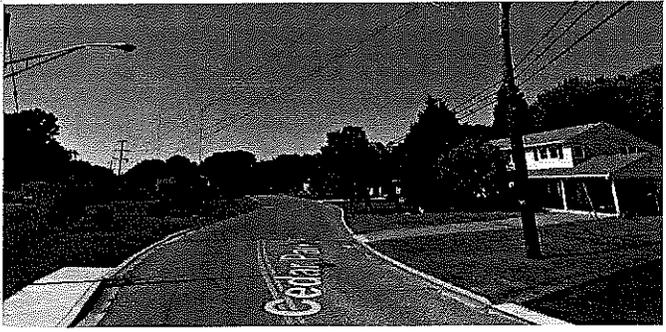
	A	B	C	D	F
1	APPENDIX C				
2	FISCAL YEAR 2021 REVENUES AND APPROPRIATED FUND BALANCE				
75					
76	Off Street Parking Fund				
77		Revenues		\$	7,178,400
78		Fund Balance Appropriated			-
79		Total Revenues and Fund Balance Appropriated		\$	<u>7,178,400</u>
80					
81	Transportation Fund				
82		Revenues		\$	5,290,084
83		Fund Balance Appropriated			-
84		Total Revenues and Fund Balance Appropriated		\$	<u>5,290,084</u>
85					
86	Watershed Restoration Fund				
87		Revenues		\$	1,606,500
88		Fund Balance Appropriated			469,100
89		Total Revenues and Fund Balance Appropriated		\$	<u>2,075,600</u>
90					
91	Refuse Fund				
92		Revenues		\$	2,591,800
93		Fund Balance Appropriated			685,200
94		Total Revenues and Fund Balance Appropriated		\$	<u>3,277,000</u>
95					
96	Self Insurance Fund				
97		Revenues		\$	2,015,500
98		Fund Balance Appropriated			300,000
99		Total Revenues and Fund Balance Appropriated		\$	<u>2,315,500</u>
100					
101	Health Insurance Fund				
102		Revenues		\$	11,952,900
103		Fund Balance Appropriated			-
104		Total Revenues and Fund Balance Appropriated		\$	<u>11,952,900</u>
105					
106	Fleet Replacement Fund				
107		Revenues		\$	1,160,000
108		Fund Balance Appropriated			212,000
109		Total Revenues and Fund Balance Appropriated		\$	<u>1,372,000</u>
110					

	A	B	C	D	F
1	APPENDIX C				
2	FISCAL YEAR 2021 REVENUES AND APPROPRIATED FUND BALANCE				
111					
112	Fleet Operations Fund				
113		Revenues		\$	2,521,600
114		Fund Balance Appropriated			-
115		Total Revenues and Fund Balance Appropriated		\$	<u>2,521,600</u>
116					

Project Title Barbud Lane		Project Number 40014	
Project Description: This project will improve Barbud Lane from Forest Drive to Janwal Street. Approximately 850' of roadway will be reconstructed with curb and gutter, sidewalk on one side, and an intermittent parking lane. This project also includes storm drainage improvements.			
Financial Activity:		Changes from Prior Year:	
	<u>Expended</u>	<u>Encumbered</u>	<u>Total</u>
March 31, 2019	\$ 26,403	\$ 142,025	\$ 168,428
March 31, 2020	\$ 63,432	\$ 128,961	\$ 192,393
		Status: Stormwater concept plans are ongoing.	
		Funding: Total project cost has increased due to design changes related to stormwater management regulations.	
		Scope: No change.	
		Timing: Project is pending design modifications based on community feedback.	
Non-City Funding Sources: None			
Land Use Plans: None			

Expenditure Schedule	Prior Approved Appropriations	FY2021 Budget	Capital Improvement Program					Total Project Cost
			FY2022	FY2023	FY2024	FY2025	FY2026	
Land Acquisition	-	-	-	-	-	-	-	-
Planning	-	-	-	-	-	-	-	-
Design	130,000	50,000	30,000	-	-	-	-	210,000
Construction	497,000	414,000	300,000	-	-	-	-	1,211,000
City Overhead	33,000	23,200	16,500	-	-	-	-	72,700
Total	660,000	487,200	346,500	-	-	-	-	1,493,700

Funding Schedule	Prior Approved Appropriations	FY2021 Budget	Capital Improvement Program					Total Project Cost
			FY2022	FY2023	FY2024	FY2025	FY2026	
Bonds	-	487,200	346,500	-	-	-	-	833,700
Pay-Go	-	-	-	-	-	-	-	-
Grants	-	-	-	-	-	-	-	-
Other - Capital Reserve	660,000	-	-	-	-	-	-	660,000
Total	660,000	487,200	346,500	-	-	-	-	1,493,700

Project Title Cedar Park Sidewalks		Project Number NEW	
Project Description: This project will install a five foot wide concrete sidewalk along the southside of Cedar Park Road from Windell Avenue to the existing sidewalk near Halsey Road, including ADA ramps at each sidestreet crossing. The City is pursuing a Safe Routes To School Grant to assist with funding for the project.			
Financial Activity:		Changes from Prior Year:	
	<u>Expended</u>	<u>Encumbered</u>	<u>Total</u>
March 31, 2019	N/A	N/A	N/A
March 31, 2020	N/A	N/A	N/A
			Status: N/A
			Funding: N/A
			Scope: N/A
			Timing: N/A
Non-City Funding Sources: Safe Routes To School Grant			
Land Use Plans : Comprehensive Plan			

Expenditure Schedule	Prior Approved Appropriations	Capital Improvement Program						Total Project Cost
		FY2021 Budget	FY2022	FY2023	FY2024	FY2025	FY2026	
Land Acquisition	-	-	-	-	-	-	-	-
Planning	-	-	-	-	-	-	-	-
Design	-	28,000	-	-	-	-	-	28,000
Construction	-	263,750	-	-	-	-	-	263,750
City Overhead	-	14,600	-	-	-	-	-	14,600
Other	-	-	-	-	-	-	-	-
Total	-	306,350	-	-	-	-	-	306,350

Funding Schedule	Prior Approved Appropriations	Capital Improvement Program						Total Project Cost
		FY2021 Budget	FY2022	FY2023	FY2024	FY2025	FY2026	
Bonds	-	72,950	-	-	-	-	-	72,950
Pay-Go	-	-	-	-	-	-	-	-
Grants	-	233,400	-	-	-	-	-	233,400
Other	-	-	-	-	-	-	-	-
Total	-	306,350	-	-	-	-	-	306,350

Project Title City Facility Improvements		Project Number 20013/20014/20016/20017											
Project Description: This project will provide funding for capital improvements to various City-owned facilities, such as roof and window replacements, restroom renovations, elevator replacements, and renovations to ensure facilities are ADA compliant. Potential future projects include improvements at the Taylor Avenue, Eastport, and Forest Drive fire stations; Knighton and Gotts garages; the Stanton Center; and the APD and ADOT buildings. For the Stanton Center, \$150,000 will be used for a facility condition study and related capital improvements.													
<table border="1"> <thead> <tr> <th></th> <th><u>Expended</u></th> <th><u>Encumbered</u></th> <th><u>Total</u></th> </tr> </thead> <tbody> <tr> <td>March 31, 2019</td> <td>\$ 264,153</td> <td>\$ 379,317</td> <td>\$ 643,470</td> </tr> <tr> <td>March 31, 2020</td> <td>\$ 1,726,452</td> <td>\$ 23,854</td> <td>\$ 1,750,306</td> </tr> </tbody> </table>					<u>Expended</u>	<u>Encumbered</u>	<u>Total</u>	March 31, 2019	\$ 264,153	\$ 379,317	\$ 643,470	March 31, 2020	\$ 1,726,452
	<u>Expended</u>	<u>Encumbered</u>	<u>Total</u>										
March 31, 2019	\$ 264,153	\$ 379,317	\$ 643,470										
March 31, 2020	\$ 1,726,452	\$ 23,854	\$ 1,750,306										
Non-City Funding Sources: None		Changes from Prior Year:											
Land Use Plans: Comprehensive Plan, Stewardship Goals, and Infrastructure Goals		Status: Projects completed in FY2020 include renovations at the Eastport Fire Station and a new roof at the Taylor Avenue Fire Station. Funding: No change. Scope: Continuous, on-going projects. Timing: Continuous, on-going projects.											

Expenditure Schedule	Prior Approved Appropriations	FY2021 Budget	Capital Improvement Program					Total Project Cost
			FY2022	FY2023	FY2024	FY2025	FY2026	
Land Acquisition	-	-	-	-	-	-	-	-
Planning	-	-	-	-	-	-	-	-
Design	55,314	30,000	-	-	-	-	-	85,314
Construction	1,811,991	595,000	475,000	665,000	665,000	665,000	665,000	5,541,991
City Overhead	-	25,000	25,000	35,000	35,000	35,000	35,000	190,000
Other	-	-	-	-	-	-	-	-
Total	1,867,305	650,000	500,000	700,000	700,000	700,000	700,000	5,817,305

Funding Schedule	Prior Approved Appropriations	FY2021 Budget	Capital Improvement Program					Total Project Cost
			FY2022	FY2023	FY2024	FY2025	FY2026	
Bonds	1,107,305	650,000	500,000	700,000	700,000	700,000	700,000	5,057,305
Pay-Go	410,000	-	-	-	-	-	-	410,000
Grants	-	-	-	-	-	-	-	-
Other - Capital Reserve	350,000	-	-	-	-	-	-	350,000
Total	1,867,305	650,000	500,000	700,000	700,000	700,000	700,000	5,817,305

Project Title City Facility Security Upgrades			Project Number NEW											
Project Description: This project will provide funding for security upgrades to various city-owned facilities as determined by the Annapolis Police Department. Projects may includes work such as building hardening, improved security monitoring and systems, and more robust personnel protection.														
<table border="1"> <thead> <tr> <th></th> <th><u>Expended</u></th> <th><u>Encumbered</u></th> <th><u>Total</u></th> </tr> </thead> <tbody> <tr> <td>March 31, 2019</td> <td>N/A</td> <td>N/A</td> <td>N/A</td> </tr> <tr> <td>March 31, 2020</td> <td>N/A</td> <td>N/A</td> <td>N/A</td> </tr> </tbody> </table>							<u>Expended</u>	<u>Encumbered</u>	<u>Total</u>	March 31, 2019	N/A	N/A	N/A	March 31, 2020
	<u>Expended</u>	<u>Encumbered</u>	<u>Total</u>											
March 31, 2019	N/A	N/A	N/A											
March 31, 2020	N/A	N/A	N/A											
			Changes from Prior Year:											
			Status: N/A Funding: N/A Scope: N/A Timing: N/A											
Non-City Funding Sources: Pending Homeland Security Grants														
Land Use Plans: Comprehensive Plan, Stewardship Goals, and Infrastructure Goals														

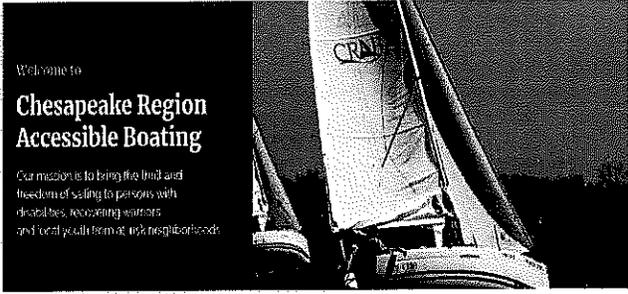
Expenditure Schedule	Prior Approved Appropriations	FY2021 Budget	Capital Improvement Program					Total Project Cost
			FY2022	FY2023	FY2024	FY2025	FY2026	
Land Acquisition	-	-	-	-	-	-	-	-
Planning	-	-	-	-	-	-	-	-
Design	-	-	-	-	-	-	-	-
Construction	-	95,000	95,000	95,000	95,000	95,000	95,000.00	570,000
City Overhead	-	5,000	5,000	5,000	5,000	5,000	5,000.00	30,000
Other	-	-	-	-	-	-	-	-
Total	-	100,000	100,000	100,000	100,000	100,000	100,000	600,000

Funding Schedule	Prior Approved Appropriations	FY2021 Budget	Capital Improvement Program					Total Project Cost
			FY2022	FY2023	FY2024	FY2025	FY2026	
Bonds	-	-	-	-	-	-	-	-
Pay-Go	-	-	-	-	-	-	-	-
Grants	-	100,000	100,000	100,000	100,000	100,000	100,000.00	600,000
Other	-	-	-	-	-	-	-	-
Total	-	100,000	100,000	100,000	100,000	100,000	100,000	600,000

Project Title City Playgrounds and Parks			Project Number NEW		
Project Description: This project will provide planning, design, construction, repair, renovation, reconstruction, site improvements, and capital equipping of playground and parks at the Pip Moyer Recreation Center and other Annapolis locations. If required, this project will also acquire real property. The specific sites and their respective costs will be determined as part of the "planning" phase.					
Financial Activity:					
	<u>Expended</u>	<u>Encumbered</u>	<u>Total</u>	Changes from Prior Year:	
March 31, 2019	N/A	N/A	N/A	Status: N/A	
March 31, 2020	N/A	N/A	N/A	Funding: N/A	
				Scope: N/A	
				Timing: N/A	
Non-City Funding Sources: The State has awarded a \$350,000 grant.					
Land Use Plans: Comprehensive Plan and Quality of Life Goals					

Expenditure Schedule	Prior Approved Appropriations	FY2021 Budget	Capital Improvement Program					Total Project Cost
			FY2022	FY2023	FY2024	FY2025	FY2026	
Land Acquisition	-	-	-	-	-	-	-	-
Planning	-	10,000	-	-	-	-	-	10,000
Design	-	40,000	-	-	-	-	-	40,000
Construction	-	282,500	-	-	-	-	-	282,500
City Overhead	-	17,500	-	-	-	-	-	17,500
Other	-	-	-	-	-	-	-	-
Total	-	350,000	-	-	-	-	-	350,000

Funding Schedule	Prior Approved Appropriations	FY2021 Budget	Capital Improvement Program					Total Project Cost
			FY2022	FY2023	FY2024	FY2025	FY2026	
Bonds	-	-	-	-	-	-	-	-
Pay-Go	-	-	-	-	-	-	-	-
Grants	-	350,000	-	-	-	-	-	350,000
Other	-	-	-	-	-	-	-	-
Total	-	350,000	-	-	-	-	-	350,000

Project Title CRAB Boating Facility		Project Number TBD	
Project Description: This project appropriates \$500,000 of the City's Program Open Space (POS) Acquisition funds to acquire a marina at the end of Bembe Beach Road for the use of the Chesapeake Regional Accessible Boating (CRAB) organization. CRAB is a nonprofit organization formed in 1991 that provides sailing opportunities to those with disabilities. Anne Arundel County has committed up to \$1.3 million of its POS Acquisition funds for the purchase, and the State has awarded a \$1,000,000 capital grant to CRAB for improvements. It is anticipated that CRAB will pay any closing costs, estimated at \$25,000.			
Financial Activity:		Changes from Prior Year:	
	<u>Expended</u>	<u>Encumbered</u>	<u>Total</u>
March 31, 2019	N/A	N/A	N/A
March 31, 2020	N/A	N/A	N/A
		Status: Pending State Dept of Natural Resources approval of POS funding.	
		Funding: Pending state approval of POS funding. Anne Arundel County has committed to contributing \$1,300,000 of its POS funds, and CRAB has received a \$1,000,000 capital grant from the State for the project.	
		Scope: No change.	
		Timing: Pending state approval of POS funding.	
Non-City Funding Sources: Project Open Space - Acquisition Funds, both City and County. \$1,000,000 from State of Maryland capital grant.			
Land Use Plans: None			

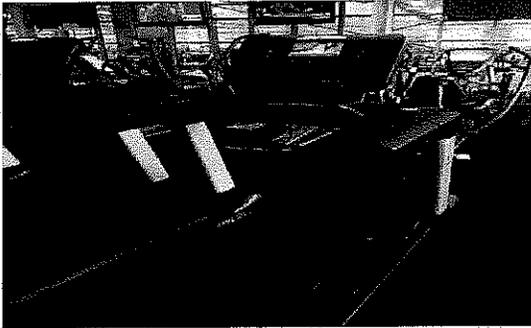
Expenditure Schedule	Prior Approved Appropriations	FY2021 Budget	Capital Improvement Program					Total Project Cost
			FY2022	FY2023	FY2024	FY2025	FY2026	
Land Acquisition	500,000	1,500,000	-	-	-	-	-	2,000,000
Planning	-	-	-	-	-	-	-	-
Design	-	100,000	-	-	-	-	-	100,000
Construction	-	700,000	-	-	-	-	-	700,000
City Overhead	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-
Total	500,000	2,300,000	-	-	-	-	-	2,800,000

Funding Schedule	Prior Approved Appropriations	FY2021 Budget	Capital Improvement Program					Total Project Cost
			FY2022	FY2023	FY2024	FY2025	FY2026	
Bonds	-	-	-	-	-	-	-	-
Pay-Go	-	-	-	-	-	-	-	-
Grant -POS Acquisition	500,000	-	-	-	-	-	-	500,000
Revenue - AACO	-	1,300,000	-	-	-	-	-	1,300,000
State Capital Grant	-	1,000,000	-	-	-	-	-	1,000,000
Other	-	-	-	-	-	-	-	-
Total	500,000	2,300,000	-	-	-	-	-	2,800,000

Project Title Eastport Satellite Police and Community Center			Project Number NEW		
Project Description: This project is for a satellite police and community services center in Eastport to assist in community policing and services. The facility will be located in an existing Housing Authority of the City of Annapolis facility that will be retrofitted as required for the new center.					
Financial Activity:					
	<u>Expended</u>	<u>Encumbered</u>	<u>Total</u>	Status:	N/A
March 31, 2019	N/A	N/A	N/A	Funding:	N/A
March 31, 2020	N/A	N/A	N/A	Scope:	N/A
				Timing:	N/A
Non-City Funding Sources: None					
Land Use Plans: None					

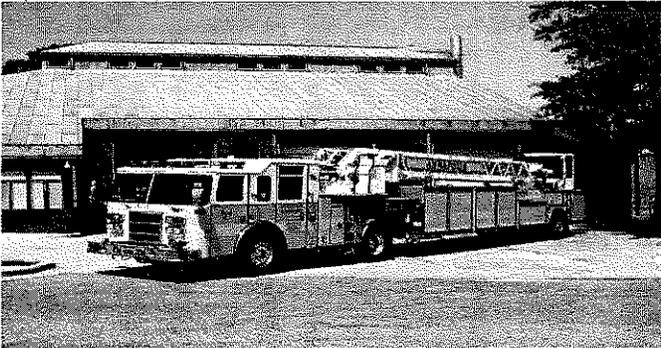
Expenditure Schedule	Prior Approved Appropriations	FY2021 Budget	Capital Improvement Program					Total Project Cost
			FY2022	FY2023	FY2024	FY2025	FY2026	
Land Acquisition	-	-	-	-	-	-	-	-
Planning	-	-	-	-	-	-	-	-
Design	-	30,000	-	-	-	-	-	30,000
Construction	-	300,000	-	-	-	-	-	300,000
City Overhead	-	16,500	-	-	-	-	-	16,500
Other	-	-	-	-	-	-	-	-
Total	-	346,500	-	-	-	-	-	346,500

Funding Schedule	Prior Approved Appropriations	FY2021 Budget	Capital Improvement Program					Total Project Cost
			FY2022	FY2023	FY2024	FY2025	FY2026	
Bonds	-	346,500	-	-	-	-	-	346,500
Pay-Go	-	-	-	-	-	-	-	-
Grants	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-
Total	-	346,500	-	-	-	-	-	346,500

Project Title Fitness Equipment Replacement			Project Number NEW		
Project Description: This project funds the replacement of aging fitness equipment at the Pip Moyer Recreation Center, including indoor exercise bicycles and cardio and weight equipment that are 10 years old. Funding will also be used to replace television and audio equipment to be compatible to current technology.					
Financial Activity:					
	<u>Expended</u>	<u>Encumbered</u>	<u>Total</u>	Status:	N/A
March 31, 2019	N/A	N/A	N/A	Funding:	N/A
March 31, 2020	N/A	N/A	N/A	Scope:	N/A
				Timing:	N/A
Non-City Funding Sources: None					
Land Use Plans: Comprehensive Plan, Stewardship Goals, and Infrastructure Goals					

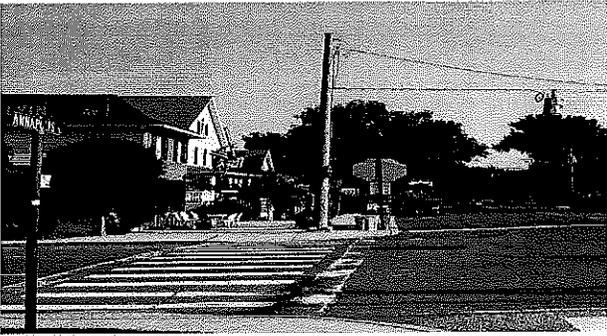
Capital Improvement Program								
Expenditure Schedule	Prior Approved Appropriations	FY2021 Budget	FY2022	FY2023	FY2024	FY2025	FY2026	Total Project Cost
Land Acquisition	-	-	-	-	-	-	-	-
Planning	-	-	-	-	-	-	-	-
Design	-	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-	-
City Overhead	-	-	-	-	-	-	-	-
Other	-	50,000	50,000	50,000	50,000	25,000	25,000	250,000
Total	-	50,000	50,000	50,000	50,000	25,000	25,000	250,000

Capital Improvement Program								
Funding Schedule	Prior Approved Appropriations	FY2021 Budget	FY2022	FY2023	FY2024	FY2025	FY2026	Total Project Cost
Bonds	-	-	-	-	-	-	-	-
Pay-Go	-	-	-	-	-	-	-	-
Grants	-	-	-	-	-	-	-	-
Other - Capital Reserve	-	50,000	50,000	50,000	50,000	25,000	25,000	250,000
Total	-	50,000	50,000	50,000	50,000	25,000	25,000	250,000

Project Title Forest Drive Fire Station Renovations		Project Number 50024		
Project Description: This project constructs ADA compliant female restroom and locker facilities at the Forest Drive Fire Station and upgrades the current public restroom to be ADA compliant. Costs, estimated at \$405,300 in FY2023, will be refined during the design process.				
Financial Activity:				Changes from Prior Year:
	<u>Expended</u>	<u>Encumbered</u>	<u>Total</u>	Status: No change.
March 31, 2019	\$ -	\$ -	\$ -	Funding: No change.
March 31, 2020	\$ -	\$ -	\$ -	Scope: No change.
				Timing: No change.
Non-City Funding Sources: None				
Land Use Plans: Comprehensive Plan, Stewardship Goals, and Infrastructure Goals				

Expenditure Schedule	Prior Approved Appropriations	FY2021 Budget	Capital Improvement Program					Total Project Cost
			FY2022	FY2023	FY2024	FY2025	FY2026	
Land Acquisition	-	-	-	-	-	-	-	-
Planning	-	-	-	-	-	-	-	-
Design	15,750	-	-	-	-	-	-	15,750
Construction	-	-	-	405,300	-	-	-	405,300
City Overhead	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-
Total	15,750	-	-	405,300	-	-	-	421,050

Funding Schedule	Prior Approved Appropriations	FY2021 Budget	Capital Improvement Program					Total Project Cost
			FY2022	FY2023	FY2024	FY2025	FY2026	
Bonds	15,750	-	-	405,300	-	-	-	421,050
Pay-Go	-	-	-	-	-	-	-	-
Grants	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-
Total	15,750	-	-	405,300	-	-	-	421,050

Project Title General Roadways		Project Number 40012/40016/40018													
Project Description: This project is to resurface and reconstruct the City's streets, curbs, and gutters. The City continually analyzes each area to develop a list based on conditions. Resurfacing activities include pavement milling and patching, utility adjustments, curb and gutter replacement, pavement resurfacing, brick repairs and replacement, and replacement of pavement markings. The ADA requires wheelchair accessible ramps at intersections where sidewalks adjoin streets. Although most of the City intersections have handicapped ramps, funds are used as necessary to update the existing ramps to the current standard or for new ramps.															
Financial Activity: <table border="1"> <thead> <tr> <th></th> <th><u>Expended</u></th> <th><u>Encumbered</u></th> <th><u>Total</u></th> </tr> </thead> <tbody> <tr> <td>March 31, 2019</td> <td>\$ 4,002,386</td> <td>\$ 997,614</td> <td>\$ 5,000,000</td> </tr> <tr> <td>March 31, 2020</td> <td>\$ 5,569,076</td> <td>\$ 1,500,000</td> <td>\$ 7,069,076</td> </tr> </tbody> </table>			<u>Expended</u>	<u>Encumbered</u>	<u>Total</u>	March 31, 2019	\$ 4,002,386	\$ 997,614	\$ 5,000,000	March 31, 2020	\$ 5,569,076	\$ 1,500,000	\$ 7,069,076	Changes from Prior Year: Status: Continuous paving. Funding: No change. Scope: No change. Timing: No delays.	
	<u>Expended</u>	<u>Encumbered</u>	<u>Total</u>												
March 31, 2019	\$ 4,002,386	\$ 997,614	\$ 5,000,000												
March 31, 2020	\$ 5,569,076	\$ 1,500,000	\$ 7,069,076												
Non-City Funding Sources: None															
Land Use Plans: Comprehensive Plan, Stewardship Goals, and Infrastructure Goals															

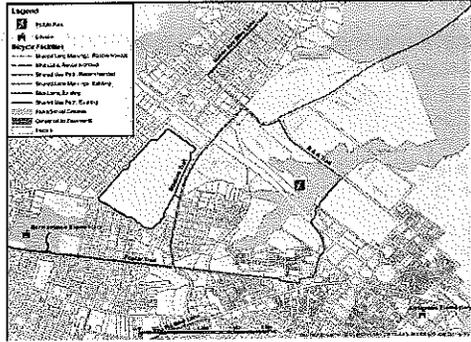
Expenditure Schedule	Prior Approved Appropriations	FY2021 Budget	Capital Improvement Program					Total Project Cost
			FY2022	FY2023	FY2024	FY2025	FY2026	
Land Acquisition	-	-	-	-	-	-	-	-
Planning	-	-	-	-	-	-	-	-
Design	-	-	-	-	-	-	-	-
Construction	7,600,000	2,850,000	2,850,000	2,850,000	2,850,000	2,850,000	2,850,000	24,700,000
City Overhead	400,000	150,000	150,000	150,000	150,000	150,000	150,000	1,300,000
Other	-	-	-	-	-	-	-	-
Total	8,000,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	26,000,000

Funding Schedule	Prior Approved Appropriations	FY2021 Budget	Capital Improvement Program					Total Project Cost
			FY2022	FY2023	FY2024	FY2025	FY2026	
Bonds	2,500,000	1,500,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	19,000,000
Pay-Go	-	-	-	-	-	-	-	-
Grants	-	-	-	-	-	-	-	-
Other - Bond Premium	1,000,000	-	-	-	-	-	-	1,000,000
Other - Capital Reserve	4,500,000	1,500,000	-	-	-	-	-	6,000,000
Total	8,000,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	26,000,000

Project Title General Sidewalks		Project Number 40010/40015/40017/40019	
Project Description: This project is for the sidewalk repairs. The ongoing repair program is based on a comprehensive, citywide sidewalk condition assessment. Sidewalks are inspected for cracking, faulting, and scaling. Based upon this assessment, a list of priorities for repair and reconstruction is developed each year, taking into the sidewalk's condition and the importance of its location to citywide pedestrian traffic.			
Financial Activity:		Changes from Prior Year:	
	<u>Expended</u> <u>Encumbered</u> <u>Total</u>	Status: Continuous sidewalk repairs.	
March 31, 2019	\$ 1,791,785 \$ 100,000 \$ 1,891,785	Funding: Prior year funding is sufficient for identified projects in FY2021.	
March 31, 2020	\$ 2,817,346 \$ 209,759 \$ 3,027,105	Scope: No change.	
		Timing: No delays.	
Non-City Funding Sources: None			
Land Use Plans: Comprehensive Plan, Stewardship Goals, and Infrastructure Goals			

Expenditure Schedule	Prior Approved Appropriations	FY2021 Budget	Capital Improvement Program					Total Project Cost
			FY2022	FY2023	FY2024	FY2025	FY2026	
Land Acquisition	-	-	-	-	-	-	-	-
Planning	-	-	-	-	-	-	-	-
Design	-	-	-	-	-	-	-	-
Construction	3,972,756	-	570,000	570,000	570,000	570,000	570,000	6,822,756
City Overhead	209,092	-	30,000	30,000	30,000	30,000	30,000	359,092
Other	-	-	-	-	-	-	-	-
Total	4,181,848	-	600,000	600,000	600,000	600,000	600,000	7,181,848

Funding Schedule	Prior Approved Appropriations	FY2021 Budget	Capital Improvement Program					Total Project Cost
			FY2022	FY2023	FY2024	FY2025	FY2026	
Bonds	2,060,000	-	600,000	600,000	600,000	600,000	600,000	5,060,000
Pay-Go	1,521,848	-	-	-	-	-	-	1,521,848
Grants	-	-	-	-	-	-	-	-
Other - Capital Reserve	600,000	-	-	-	-	-	-	600,000
Total	4,181,848	-	600,000	600,000	600,000	600,000	600,000	7,181,848

Project Title Hiker/Biker Path – Rte. 450 to the Navy Memorial Stadium		Project Number 50025	
Project Description: This project consists of (1) a shared use path within the State right-of-way along Routes 450 and 435 from the Naval Academy Bridge to Taylor Avenue, and (2) a bike lane or sharrows along Annapolis Street, Melvin Avenue, and Farragut Road. Portions of the route require the State to obtain an easement for ownership. Along Annapolis Street, a bike lane or sharrows will be installed from Taylor Avenue to Melvin Avenue. The City is partnering with the Naval Academy and State Highway Administration (SHA) and contributing toward the completion of the total project.			
Financial Activity:		Changes from Prior Year:	
	<u>Expended</u>	<u>Encumbered</u>	<u>Total</u>
March 31, 2019	N/A	N/A	N/A
March 31, 2020	\$ -	\$ -	\$ -
		Status: Project is delayed due to SHA approval.	
		Funding: Total project cost has increased \$11,150 due to inflation.	
		Scope: No change.	
		Timing: Delayed one year from FY2021-FY2023 to FY2022-FY2024.	
Non-City Funding Sources: None			
Land Use Plans: Comprehensive Plan and Transportation Goals			

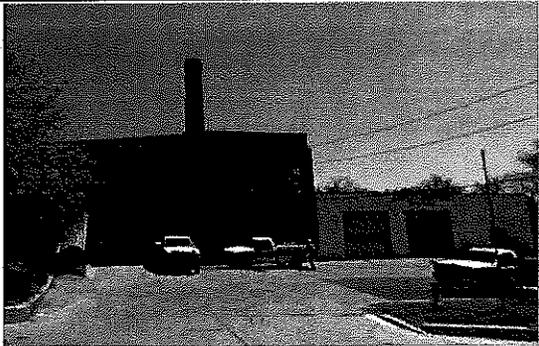
Expenditure Schedule	Prior Approved Appropriations	FY2021 Budget	Capital Improvement Program					Total Project Cost
			FY2022	FY2023	FY2024	FY2025	FY2026	
Land Acquisition	-	-	-	-	-	-	-	-
Planning	46,850	-	-	-	-	-	-	46,850
Design	10,000	-	-	-	-	-	-	10,000
Construction	-	-	20,000	100,000	100,000	-	-	220,000
City Overhead	3,150	-	1,150	5,000	5,000	-	-	14,300
Other	3,000	-	3,000	-	-	-	-	6,000
Total	63,000	-	24,150	105,000	105,000	-	-	297,150

Funding Schedule	Prior Approved Appropriations	FY2021 Budget	Capital Improvement Program					Total Project Cost
			FY2022	FY2023	FY2024	FY2025	FY2026	
Bonds	-	-	-	-	-	-	-	-
Pay-Go	63,000	-	-	-	-	-	-	63,000
Grants	-	-	-	-	-	-	-	-
Other- Capital Reserve	-	-	24,150	105,000	105,000	-	-	234,150
Total	63,000	-	24,150	105,000	105,000	-	-	297,150

Project Title Main Street Rebricking		Project Number 40011	
Project Description: Deterioration of the Main Street base and sub-base has resulted in severe settlement of both the travel lane and the crosswalks. The existing roadway is showing signs of accelerated deterioration and removal of fine aggregate from the subbase during rain events. This project will remove and replace the brick surface and base courses to return the roadway to a smooth and uniform surface. It may include modification of the curb line and sidewalks. Changes in regulations will require some redesign of this project. The City Council has modified this project description to require that the City Administration take any proposed modification to the existing curb line or sidewalk to the Historic Preservation Commission for its review and to require the City Council's approval of the design before moving ahead with construction.			
Financial Activity:		Changes from Prior Year:	
	<u>Expended</u>	<u>Encumbered</u>	<u>Total</u>
March 31, 2019	\$ -	\$ -	\$ -
March 31, 2020	\$ -	\$ -	\$ -
		Status: No change.	
		Funding: The total project cost increased \$83,600 due to inflation.	
		Scope: No change.	
		Timing: Project has been deferred a year. Construction is programmed in FY 2024.	
Non-City Funding Sources: None			
Land Use Plans: Comprehensive Plan, Stewardship Goals, and Infrastructure Goals			

Expenditure Schedule	Prior Approved Appropriations	FY2021 Budget	Capital Improvement Program					Total Project Cost
			FY2022	FY2023	FY2024	FY2025	FY2026	
Land Acquisition	-	-	-	-	-	-	-	-
Planning	-	-	-	-	-	-	-	-
Design	532,000	-	-	-	-	-	-	532,000
Construction	-	-	-	-	1,759,600	-	-	1,759,600
City Overhead	28,000	-	-	-	88,000	-	-	116,000
Other	-	-	-	-	-	-	-	-
Total	560,000	-	-	-	1,847,600	-	-	2,407,600

Funding Schedule	Prior Approved Appropriations	FY2021 Budget	Capital Improvement Program					Total Project Cost
			FY2022	FY2023	FY2024	FY2025	FY2026	
Bonds	500,000	-	-	-	1,847,600	-	-	2,347,600
Pay-Go	-	-	-	-	-	-	-	-
Grants	-	-	-	-	-	-	-	-
Other- Capital Reserve	60,000	-	-	-	-	-	-	60,000
Total	560,000	-	-	-	1,847,600	-	-	2,407,600

Project Title Maintenance Facilities		Project Number 20004													
Project Description: This project replaces the Public Works facilities located at 932/935/937 Spa Road with a new Public Works Maintenance Facility at 39 Hudson Street. The new facility will house the maintenance and operations functions for the Department of Public Works, including facilities, streets, vehicles, water distribution system, sewer collection system, and stormwater facilities. The project includes a new salt barn. The removal of the fuel operation at Spa Road is also included in the project.															
Financial Activity: <table border="1"> <thead> <tr> <th></th> <th><u>Expended</u></th> <th><u>Encumbered</u></th> <th><u>Total</u></th> </tr> </thead> <tbody> <tr> <td>March 31, 2019</td> <td>\$ 1,458,819</td> <td>\$ 24,532</td> <td>\$ 1,483,351</td> </tr> <tr> <td>March 31, 2020</td> <td>\$ 3,725,723</td> <td>\$ 8,582</td> <td>\$ 3,734,305</td> </tr> </tbody> </table>			<u>Expended</u>	<u>Encumbered</u>	<u>Total</u>	March 31, 2019	\$ 1,458,819	\$ 24,532	\$ 1,483,351	March 31, 2020	\$ 3,725,723	\$ 8,582	\$ 3,734,305	Changes from Prior Year: Status: The City has purchased 39 Hudson Street as the new location for the Maintenance Facility Funding: The cost of the project has increased due to inflation, the acquisition of 39 Hudson Street, the addition of the salt barn, and material storage facilities, additional vehicle storage, and increased stormwater management requirements. Scope: The project includes a new salt barn, adequate vehicle/equipment storage, material corrals, and removal of the fuel system at Spa Rd. Timing: Design is anticipated to be completed by the spring of 2021 with construction completed by the spring of 2022.	
	<u>Expended</u>	<u>Encumbered</u>	<u>Total</u>												
March 31, 2019	\$ 1,458,819	\$ 24,532	\$ 1,483,351												
March 31, 2020	\$ 3,725,723	\$ 8,582	\$ 3,734,305												
Non-City Funding Sources: None															
Land Use Plans: Comprehensive Plan, Stewardship Goals, and Infrastructure Goals															

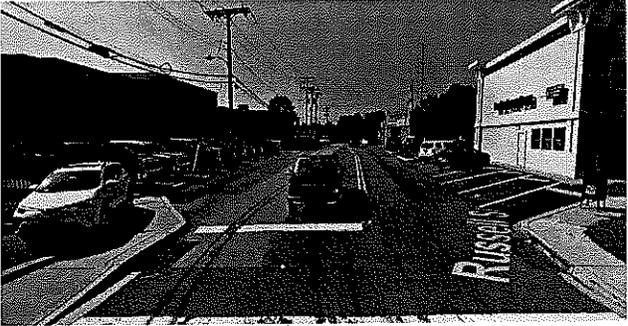
Expenditure Schedule	Prior Approved Appropriations	FY2021 Budget	Capital Improvement Program					Total Project Cost
			FY2022	FY2023	FY2024	FY2025	FY2026	
Land Acquisition	2,213,311	-	-	-	-	-	-	2,213,311
Planning	-	-	-	-	-	-	-	-
Design	-	250,000	-	-	-	-	-	250,000
Construction	3,307,953	5,603,500	-	-	-	-	-	8,911,453
City Overhead	290,593	396,500	-	-	-	-	-	687,093
Total	5,811,857	6,250,000	-	-	-	-	-	12,061,857

Funding Schedule	Prior Approved Appropriations	FY2021 Budget	Capital Improvement Program					Total Project Cost
			FY2022	FY2023	FY2024	FY2025	FY2026	
Bonds - General Fund	5,761,857	4,125,000	-	-	-	-	-	9,886,857
Bonds - Refuse Fund	-	250,000	-	-	-	-	-	250,000
Bonds - Sewer Fund	-	500,000	-	-	-	-	-	500,000
Bonds - Water Fund	-	1,250,000	-	-	-	-	-	1,250,000
Bonds - Watershed Fund	-	125,000	-	-	-	-	-	125,000
Pay-Go	50,000	-	-	-	-	-	-	50,000
Total	5,811,857	6,250,000	-	-	-	-	-	12,061,857

Project Title Maynard Burgess House		Project Number 20002													
Project Description: The Maynard Burgess House has undergone several phases of work. This final phase of construction will address the first floor interior finishes, walls, floors, ceilings, and trim and complete security, fire detection and suppression systems, and installation of exhibits. The project will include archeological recordation, offsite storage of artifacts, and a more delicate means of construction to preserve the historical integrity of the building. The property is protected (interior, exterior, grounds) by a perpetual historic preservation easement held by the Maryland Historical Trust; therefore, all work must be consistent with the Secretary of the Interior's Standards for Rehabilitation. The exterior work and ground disturbance is also subject to review and approval of the Annapolis Historic Preservation Commission.															
<table border="1"> <thead> <tr> <th></th> <th><u>Expended</u></th> <th><u>Encumbered</u></th> <th><u>Total</u></th> </tr> </thead> <tbody> <tr> <td>March 31, 2019</td> <td>\$ 431,245</td> <td>\$ -</td> <td>\$ 431,245</td> </tr> <tr> <td>March 31, 2020</td> <td>\$ 468,548</td> <td>\$ 52,137</td> <td>\$ 520,685</td> </tr> </tbody> </table>			<u>Expended</u>	<u>Encumbered</u>	<u>Total</u>	March 31, 2019	\$ 431,245	\$ -	\$ 431,245	March 31, 2020	\$ 468,548	\$ 52,137	\$ 520,685	Changes from Prior Year: Status: Received Maryland Historical Trust preservation easement approval. Funding: The total project cost has increased due to the increase in demand and cost for historic building labor, unanticipated additional construction costs, archeology, and offsite storage of artifacts. Scope: The project has been revised to include archeological recordation, offsite storage of artifacts, and a more delicate means of construction to preserve the historical integrity of the building. Timing: Anticipated completion in fiscal year 2021.	
	<u>Expended</u>	<u>Encumbered</u>	<u>Total</u>												
March 31, 2019	\$ 431,245	\$ -	\$ 431,245												
March 31, 2020	\$ 468,548	\$ 52,137	\$ 520,685												
Non-City Funding Sources: Grant Funds - Maryland Historic Trust (MHT): \$100,000 received from MHT in 2016 and 2019. African American Heritage Preservation Program - \$100,000 grant with \$100,000 City match is pending.															
Land Use Plans: Stewardship Goals															

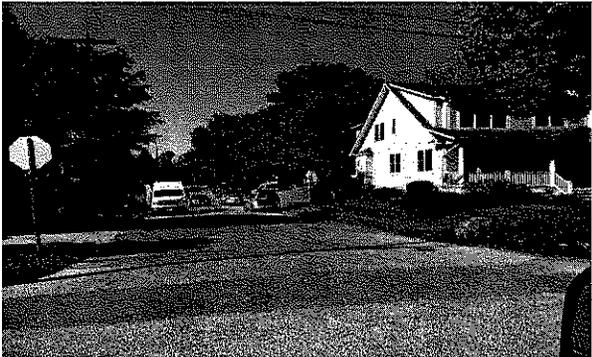
Expenditure Schedule	Prior Approved Appropriations	FY2021 Budget	Capital Improvement Program					Total Project Cost
			FY2022	FY2023	FY2024	FY2025	FY2026	
Land Acquisition	-	-	-	-	-	-	-	-
Planning	-	-	-	-	-	-	-	-
Design	175,589	-	-	-	-	-	-	175,589
Construction	687,862	200,000	-	-	-	-	-	887,862
City Overhead	46,515	10,000	-	-	-	-	-	56,515
Other	20,343	-	-	-	-	-	-	20,343
Total	930,309	210,000	-	-	-	-	-	1,140,309

Funding Schedule	Prior Approved Appropriations	FY2021 Budget	Capital Improvement Program					Total Project Cost
			FY2022	FY2023	FY2024	FY2025	FY2026	
Bonds	330,309	-	-	-	-	-	-	330,309
Pay-Go	-	-	-	-	-	-	-	-
Grants	200,000	100,000	-	-	-	-	-	300,000
Other - Capital Reserve	400,000	110,000	-	-	-	-	-	510,000
Total	930,309	210,000	-	-	-	-	-	1,140,309

Project Title Russell Street		Project Number 40013	
Project Description: This project is to reconstruct Russell Street between Smithville Street and West Street (MD450) to improve pedestrian, vehicular, and bicycle access to the Bates Legacy and Community Center and the Spa Creek Trail. Improvements include a sidewalk on the west side of the street, a bike lane southbound on the street, and curb and gutter to define the street edge. This project implements a portion of the 2005 Bates Community Legacy Plan.			
Financial Activity:		Changes from Prior Year:	
	<u>Expended</u>	<u>Encumbered</u>	<u>Total</u>
March 31, 2019	\$ -	\$ -	\$ -
March 31, 2020	\$ -	\$ -	\$ -
			Status: No change - still pending due to confirmation of the existing right-of-way.
			Funding: No change.
			Scope: No change.
			Timing: No change.
Non-City Funding Sources: None			
Land Use Plans: None			

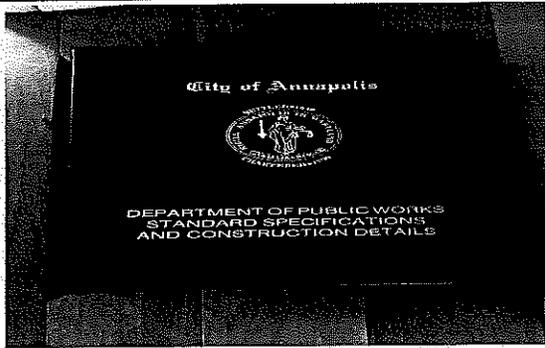
Expenditure Schedule	Prior Approved Appropriations	FY2021 Budget	Capital Improvement Program					Total Project Cost
			FY2022	FY2023	FY2024	FY2025	FY2026	
Land Acquisition	-	-	-	-	-	-	-	-
Planning	-	-	-	-	-	-	-	-
Design	111,000	-	-	-	-	-	-	111,000
Construction	630,950	-	-	-	-	-	-	630,950
City Overhead	39,050	-	-	-	-	-	-	39,050
Other	-	-	-	-	-	-	-	-
Total	781,000	-	-	-	-	-	-	781,000

Funding Schedule	Prior Approved Appropriations	FY2021 Budget	Capital Improvement Program					Total Project Cost
			FY2022	FY2023	FY2024	FY2025	FY2026	
Bonds	-	-	-	-	-	-	-	-
Pay-Go	-	-	-	-	-	-	-	-
Grants	-	-	-	-	-	-	-	-
Other - Capital Reserve	781,000	-	-	-	-	-	-	781,000
Total	781,000	-	-	-	-	-	-	781,000

Project Title S. Southwood Sidewalk and Stormwater Management		Project Number TBD	
Project Description: This project is for the installation of sidewalks, curbs, gutters, and roadway construction in the South Southwood area, an area that includes almost three miles of roads with and approximate 40 foot right-of- way. A feasibility study of the existing infrastructure will determine potential areas for connecting missing sidewalk sections and upgrading the existing sidewalks to be ADA compliant. The project includes evaluating stormwater management to address drainage complaints and to treat runoff from the additional impervious area due to the new sidewalks. It also includes treatment of the existing impervious area and evaluating the storm drain system to determine whether additional infrastructure is needed. The City will have to acquire right-of-way for installation of sidewalks, curb, gutter and roadway as necessary. This project assumes that the necessary rights-of-way for the installation of sidewalks, curbs, gutters, and roadways will be donated to the City and not purchased.			
Financial Activity:		Changes from Prior Year:	
	<u>Expended</u>	<u>Encumbered</u>	<u>Total</u>
March 31, 2019	\$ -	\$ -	\$ -
March 31, 2020	\$ -	\$ -	\$ -
		Status: Planning will begin in FY2021 to determine what rights-of-way might be needed. Funding: Total project cost has increased \$184,550 due to inflation and additional planning costs in fiscal year 2021. Scope: No change. Timing: Planning has been moved from FY2021 to FY2021-FY2022. Construction has been moved from FY2022-FY2023 to FY2023-FY2024.	
Non-City Funding Sources: None			
Land Use Plans: Comprehensive Plan and Transportation Goals			

Expenditure Schedule	Prior Approved Appropriations	FY2021 Budget	Capital Improvement Program					Total Project Cost
			FY2022	FY2023	FY2024	FY2025	FY2026	
Land Acquisition	-	-	-	-	-	-	-	-
Planning	-	50,000	216,300	-	-	-	-	266,300
Design	-	-	-	405,000	-	-	-	405,000
Construction	-	-	-	902,250	1,176,000	-	-	2,078,250
City Overhead	-	2,500	10,800	65,450	58,800	-	-	137,550
Other	-	-	-	-	-	-	-	-
Total	-	52,500	227,100	1,372,700	1,234,800	-	-	2,887,100

Funding Schedule	Prior Approved Appropriations	FY2021 Budget	Capital Improvement Program					Total Project Cost
			FY2022	FY2023	FY2024	FY2025	FY2026	
Bonds	-	52,500	227,100	1,372,700	1,234,800	-	-	2,887,100
Pay-Go	-	-	-	-	-	-	-	-
Grants	-	-	-	-	-	-	-	-
Other - Capital Reserve	-	-	-	-	-	-	-	-
Total	-	52,500	227,100	1,372,700	1,234,800	-	-	2,887,100

Project Title Standard Specifications and Construction Details		Project Number 50022													
Project Description: The current Standard Specifications and Construction Details were issued in August 1988. The Standard Specifications and Construction Details ensure land developers and engineers design and construct infrastructure that meet Annapolis' requirements. The Standard Specifications and Details are applicable to developer and City of Annapolis capital projects and ensure consistency across all projects. The current Standard Specifications and Construction Details require a thorough update and need to be available electronically. Additionally, the specifications and details need to be updated every year.															
Financial Activity:		Changes from Prior Year:													
	<table border="1"> <thead> <tr> <th></th> <th style="text-align: right;"><u>Expended</u></th> <th style="text-align: right;"><u>Encumbered</u></th> <th style="text-align: right;"><u>Total</u></th> </tr> </thead> <tbody> <tr> <td>March 31, 2019</td> <td style="text-align: right;">\$ 100,000</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ 100,000</td> </tr> <tr> <td>March 31, 2020</td> <td style="text-align: right;">\$ 27,253</td> <td style="text-align: right;">\$ 140,521</td> <td style="text-align: right;">\$ 167,774</td> </tr> </tbody> </table>		<u>Expended</u>	<u>Encumbered</u>	<u>Total</u>	March 31, 2019	\$ 100,000	\$ -	\$ 100,000	March 31, 2020	\$ 27,253	\$ 140,521	\$ 167,774	<p>Status: Project work is ongoing by the consultant retained for the project.</p> <p>Funding: The total project cost has increased \$5,250 for overhead in FY2021. FY2021 funding sources include \$106,750 of pay-go from the Sewer Fund and \$106,750 of pay-go from the Water Fund. Funding from the General Fund capital reserve is reduced by \$103,250 in FY2021, resulting in the General Fund, Water Fund, and Sewer Fund sharing equally in the cost.</p> <p>Scope: No change.</p> <p>Timing: It is anticipated that this project will be completed by December 2020. Annual updates will required and paid for from the operating budgets.</p>	
	<u>Expended</u>	<u>Encumbered</u>	<u>Total</u>												
March 31, 2019	\$ 100,000	\$ -	\$ 100,000												
March 31, 2020	\$ 27,253	\$ 140,521	\$ 167,774												
Non-City Funding Sources: None															
Land Use Plans: None															

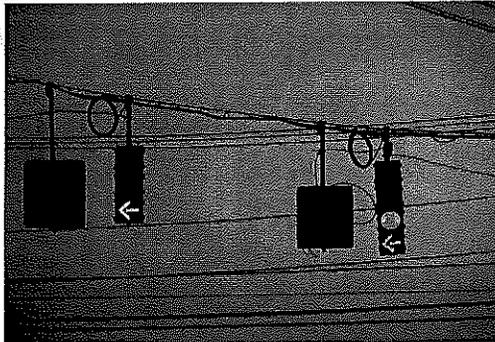
Expenditure Schedule	Prior Approved Appropriations	FY2021 Budget	Improvement					Total Project Cost
			FY2022	FY2023	FY2024	FY2025	FY2026	
Land Acquisition	-	-	-	-	-	-	-	-
Planning	-	-	-	-	-	-	-	-
Design	199,500	105,000	-	-	-	-	-	304,500
Construction	-	-	-	-	-	-	-	-
City Overhead	10,500	5,250	-	-	-	-	-	15,750
Other	-	-	-	-	-	-	-	-
Total	210,000	110,250	-	-	-	-	-	320,250

Funding Schedule	Prior Approved Appropriations	FY2021 Budget	Improvement					Total Project Cost
			FY2022	FY2023	FY2024	FY2025	FY2026	
Bonds	-	-	-	-	-	-	-	-
Pay-Go - Sewer Fund	-	106,750	-	-	-	-	-	106,750
Pay-Go - Water Fund	-	106,750	-	-	-	-	-	106,750
Pay-Go - General Fund	-	-	-	-	-	-	-	-
Grants	-	-	-	-	-	-	-	-
Capital Reserve	210,000	(103,250)	-	-	-	-	-	106,750
Total	210,000	110,250	-	-	-	-	-	320,250

Project Title Traffic Signal Rehabilitation		Project Number 50018	
Project Description: This project provides for the evaluation and prioritization of citywide traffic signal repairs to the existing signal heads, controllers, poles, and detection equipment with upgrades, including camera detection; actuated pedestrian signals (APS); and coordinated signal timing. This project also provides for the construction of a new traffic signal at the intersection of Randall and Dock Streets, including poles, signal heads, controller, detection equipment, and pedestrian signals, as well as upgrades to the adjacent traffic signal at Randall and Prince George Street.			
Financial Activity:		Changes from Prior Year:	
	<u>Expended</u>	<u>Encumbered</u>	<u>Total</u>
March 31, 2019	\$ 31,783	\$ 18,135	\$ 49,918
March 31, 2020	\$ 33,861	\$ -	\$ 33,861
		Status: Installation of a traffic signal at Randall and Dock Streets will depend on the approved design for the redevelopment of City Dock. The conceptual plan developed by the City Dock Action Committee (CDAC) does not include a traffic signal at that location. Funding: Total project cost has increased \$34,000 due to inflation. Scope: Prior approved planning funds will be used for citywide traffic signal infrastructure assessment. Prior approved planning and construction funds will be used to design and construct signal repairs per assessment recommendations. Timing: Construction has been deferred from FY2021-FY2023 to FY2022-FY2024, pending completion of the citywide assessment.	
Non-City Funding Sources: None			
Land Use Plans: None			

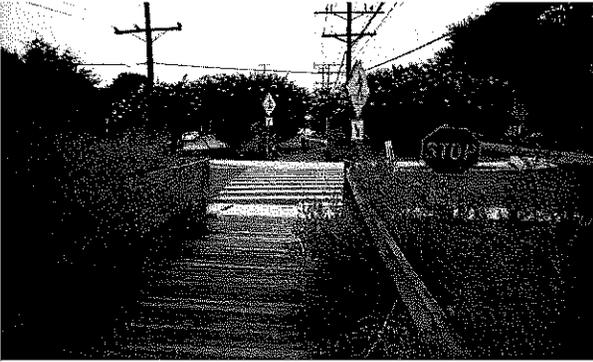
Expenditure Schedule	Prior Approved Appropriations	FY2021 Budget	Capital Improvement Program					Total Project Cost
			FY2022	FY2023	FY2024	FY2025	FY2026	
Land Acquisition	-	-	-	-	-	-	-	-
Planning	100,000	-	-	-	-	-	-	100,000
Design	150,000	-	-	-	-	-	-	150,000
Construction	267,750	-	650,750	483,100	483,100	-	-	1,884,700
City Overhead	27,250	-	34,250	25,400	25,400	-	-	112,300
Other	-	-	-	-	-	-	-	-
Total	545,000	-	685,000	508,500	508,500	-	-	2,247,000

Funding Schedule	Prior Approved Appropriations	FY2021 Budget	Capital Improvement Program					Total Project Cost
			FY2022	FY2023	FY2024	FY2025	FY2026	
Bonds	545,000	-	685,000	508,500	508,500	-	-	2,247,000
Pay-Go	-	-	-	-	-	-	-	-
Grants	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-
Total	545,000	-	685,000	508,500	508,500	-	-	2,247,000

Project Title Traffic Signal at West Street and Gibraltar Avenue Contribution		Project Number 50026	
Project Description: Under this project, the City will contribute \$75,000 to the cost of state traffic signal at the intersection of West Street and Gibraltar Avenue that will be constructed by the developer. Anne Arundel County will also contribute \$75,000, and the developer of the 2010 West Street project will contribute the remainder, also estimated at \$75,000. The traffic impact study for 2010 West Street showed that a traffic signal is warranted, and SHA has concurred with the findings of the study.			
Financial Activity:		Changes from Prior Year:	
	<u>Expended</u>	<u>Encumbered</u>	<u>Total</u>
March 31, 2019	N/A	N/A	N/A
March 31, 2020	\$ -	\$ -	\$ -
		Status: Traffic light installation is pending the execution of a formal agreement between the City, Anne Arundel County, and the 2010 West Street developer.	
		Funding: No change.	
		Scope: No change.	
		Timing: The agreement for the traffic light stipulates that it shall be installed and operational no later than December 2020.	
Non-City Funding Sources: None			
Land Use Plans: Comprehensive Plan and Transportation Goals			

Expenditure Schedule	Prior Approved Appropriations	Capital Improvement Program						Total Project Cost
		FY2021 Budget	FY2022	FY2023	FY2024	FY2025	FY2026	
Land Acquisition	-	-	-	-	-	-	-	-
Planning	-	-	-	-	-	-	-	-
Design	-	-	-	-	-	-	-	-
Construction	75,000	-	-	-	-	-	-	75,000
City Overhead	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-
Total	75,000	-	-	-	-	-	-	75,000

Funding Schedule	Prior Approved Appropriations	Capital Improvement Program						Total Project Cost
		FY2021 Budget	FY2022	FY2023	FY2024	FY2025	FY2026	
Bonds	-	-	-	-	-	-	-	-
Pay-Go	75,000	-	-	-	-	-	-	75,000
Grants	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-
Total	75,000	-	-	-	-	-	-	75,000

Project Title Trail Connections		Project Number 50010	
Project Description: This project consists of several components to create a more cohesive trail system in the City as recommended in the Bicycle Master Plan (2012). This project improves the safety of bike travel and supports City policy to encourage alternative transportation options. The project may include planning, land acquisition, design, and construction. FY2021 funds will be used to complete project planning and start project design and construction of the West East Expressway (WEE). Construction work will be done in phases by location. Project work will also include determination and initiation of possible land easements.			
Financial Activity:		Changes from Prior Year:	
	<u>Expended</u>	<u>Encumbered</u>	<u>Total</u>
March 31, 2019	\$ 12,666	\$ -	\$ 12,666
March 31, 2020	\$ 24,366	\$ 2,500	\$ 26,866
		Status: Initial planning and identification of required easements.	
		Funding: Additional funding for planning (\$45,000) was added; design was reduced by \$5,000; construction was increased from \$100,000 to \$331,582, based on the planning that has been completed; and City overhead was added (\$21,100).	
		Scope: Project work will focus on completion of easements, design, and construction of the West East Expressway (WEE) bike path.	
		Timing: Pending receipt of grant funding.	
Non-City Funding Sources: Pending Maryland Department of Transportation Maryland Bikeways - \$281,582 Pending Department of Natural Resources - \$50,000			
Land Use Plans: Comprehensive Plan and Quality of Life Goals			

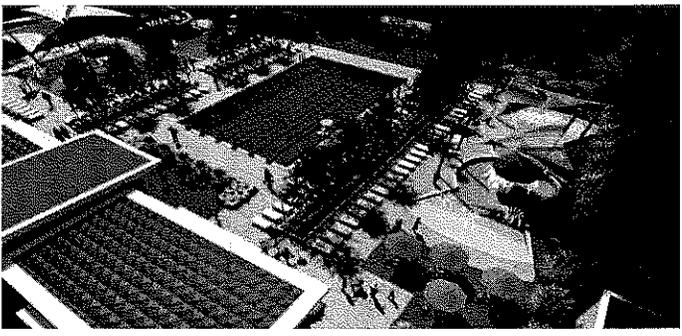
Expenditure Schedule	Prior Approved Appropriations	FY2021 Budget	Capital Improvement Program					Total Project Cost
			FY2022	FY2023	FY2024	FY2025	FY2026	
Land Acquisition	-	-	-	-	-	-	-	-
Planning	92,666	45,000	-	-	-	-	-	137,666
Design	-	45,000	-	-	-	-	-	45,000
Construction	-	331,582	-	-	-	-	-	331,582
City Overhead	-	21,100	-	-	-	-	-	21,100
Other	-	-	-	-	-	-	-	-
Total	92,666	442,682	-	-	-	-	-	535,348

Funding Schedule	Prior Approved Appropriations	FY2021 Budget	Capital Improvement Program					Total Project Cost
			FY2022	FY2023	FY2024	FY2025	FY2026	
Bonds	92,666	-	-	-	-	-	-	92,666
Pay-Go	-	-	-	-	-	-	-	-
Grants	-	331,582	-	-	-	-	-	331,582
Capital Reserve	-	111,100	-	-	-	-	-	111,100
Total	92,666	442,682	-	-	-	-	-	535,348

Project Title Truxtun Heights Storm Drainage Improvements		Project Number NEW	
Project Description: The Truxtun Heights neighborhood and surrounding area was originally constructed with little concern for adequate stormwater management. Flooding along the streets creates hazardous roadway conditions, and flooding on private property has been documented. The nuisance flooding also causes erosion in the area. Preliminary watershed analysis studies are scheduled to begin during the spring of 2020. This new project for FY2021 will design and construct infrastructure solutions to address the stormwater needs of the area.			
Financial Activity:		Changes from Prior Year:	
	<u>Expended</u>	<u>Encumbered</u>	<u>Total</u>
March 31, 2019	N/A	N/A	N/A
March 31, 2020	N/A	N/A	N/A
			Status: N/A
			Funding: N/A
			Scope: N/A
			Timing: N/A
Non-City Funding Sources: None			
Land Use Plans: Comprehensive Plan			

Capital Improvement Program								
Expenditure Schedule	Prior Approved Appropriations	FY2021 Budget	FY2022	FY2023	FY2024	FY2025	FY2026	Total Project Cost
Land Acquisition	-	-	-	-	-	-	-	-
Planning	-	-	-	-	-	-	-	-
Design	-	300,000	-	-	-	-	-	300,000
Construction	-	-	2,575,000	-	-	-	-	2,575,000
City Overhead	-	15,000	128,750	-	-	-	-	143,750
Other	-	30,000	257,500	-	-	-	-	287,500
Total	-	345,000	2,961,250	-	-	-	-	3,306,250

Capital Improvement Program								
Funding Schedule	Prior Approved Appropriations	FY2021 Budget	FY2022	FY2023	FY2024	FY2025	FY2026	Total Project Cost
Bonds	-	345,000	2,961,250	-	-	-	-	3,306,250
Pay-Go (WRF)	-	-	-	-	-	-	-	-
Grants	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-
Total	-	345,000	2,961,250	-	-	-	-	3,306,250

Project Title Truxtun Park Swimming Pool		Project Number 50008	
Project Description: Construction of the pool began in September 2019 and completion is expected in June 2020. The new pool facilities will include a new bathhouse; a competitive 25-yard, six-lane lap pool; a family leisure pool; a splash pad; a snack bar; ample-shaded patio areas; security; new furniture; and a new parking lot. The new pool and bathhouse will comply with the Americans with Disabilities Act guidelines and the City's 2019 Stormwater Policy. In addition, the project has incorporated additional erosion and sediment control measures during construction.			
Financial Activity:		Changes from Prior Year:	
	<u>Expended</u> <u>Encumbered</u> <u>Total</u>	Status:	Project is under construction.
March 31, 2019	\$ 190,264 \$ 223,138 \$ 413,402	Funding:	No change.
March 31, 2020	\$ 2,394,338 \$ 2,075,449 \$ 4,469,787	Scope:	No change.
		Timing:	Construction completion is anticipated to be delayed until June 2020 by the ongoing COVID emergency.
Non-City Funding Sources: Project Open Space - Development Prior Approved: Sale of Eisenhower \$3,100,000.			
Land Use Plans: Comprehensive Plan and Quality of Life Goals			

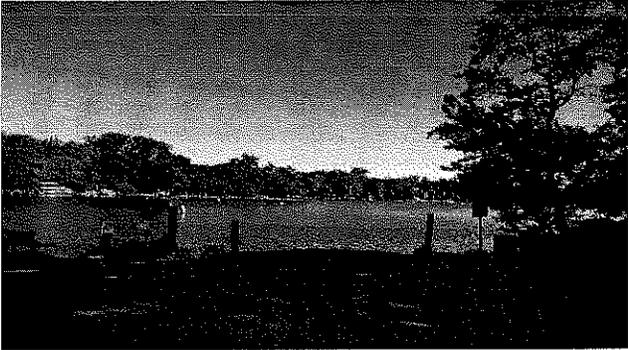
Expenditure Schedule	Prior Approved Appropriations	Capital Improvement Program						Total Project Cost
		FY2021 Budget	FY2022	FY2023	FY2024	FY2025	FY2026	
Land Acquisition	-	-	-	-	-	-	-	-
Planning	-	-	-	-	-	-	-	-
Design	460,795	-	-	-	-	-	-	460,795
Construction	3,714,205	-	-	-	-	-	-	3,714,205
City Overhead	216,000	-	-	-	-	-	-	216,000
Other	560,000	-	-	-	-	-	-	560,000
Total	4,951,000	-	-	-	-	-	-	4,951,000

Funding Schedule	Prior Approved Appropriations	Capital Improvement Program						Total Project Cost
		FY2021 Budget	FY2022	FY2023	FY2024	FY2025	FY2026	
Bonds	281,311	-	-	-	-	-	-	281,311
Pay-Go	389	-	-	-	-	-	-	389
Grants	618,300	-	-	-	-	-	-	618,300
Other-Capital Reserve	753,000	-	-	-	-	-	-	753,000
Other-Watershed Restoration Fund	198,000	-	-	-	-	-	-	198,000
Other- Sale of Eisenhower	3,100,000	-	-	-	-	-	-	3,100,000
Total	4,951,000	-	-	-	-	-	-	4,951,000

Project Title Truxtun Park Tennis Courts and Fence		Project Number 83002	
Project Description: The twelve tennis courts located at Truxtun Park are in need of refurbishment, and the surrounding fences need to be replaced. The courts will be repaired and resurfaced, and the fences and entrance gates will be replaced. Some courts will be converted into pickleball courts.			
Financial Activity:		Changes from Prior Year:	
	<u>Expended</u>	<u>Encumbered</u>	<u>Total</u>
March 31, 2019	\$ 2,378	\$ -	\$ 2,378
March 31, 2020	\$ 105,754	\$ 475,465	\$ 581,219
		Status: Construction has commenced on all tennis courts. Funding: The total project cost increased \$420,000 due to unanticipated poor site conditions. Scope: No change. Timing: Anticipated completion date for all courts is Spring 2021. Four courts will be completed in Spring 2020.	
Non-City Funding Sources: Project Open Space - Development			
Land Use Plans: Comprehensive Plan and Quality of Life Goals			

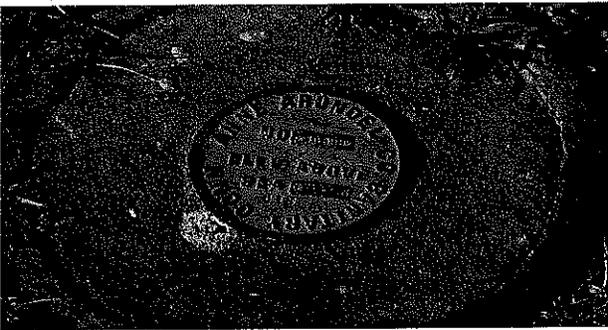
Expenditure Schedule	Prior Approved Appropriations	FY2021 Budget	Capital Improvement Program					Total Project Cost
			FY2022	FY2023	FY2024	FY2025	FY2026	
Land Acquisition	-	-	-	-	-	-	-	-
Planning	-	-	-	-	-	-	-	-
Design	153,403	-	-	-	-	-	-	153,403
Construction	429,520	400,000	-	-	-	-	-	829,520
City Overhead	30,680	20,000	-	-	-	-	-	50,680
Other	-	-	-	-	-	-	-	-
Total	613,603	420,000	-	-	-	-	-	1,033,603

Funding Schedule	Prior Approved Appropriations	FY2021 Budget	Capital Improvement Program					Total Project Cost
			FY2022	FY2023	FY2024	FY2025	FY2026	
Bonds	153,403	420,000	-	-	-	-	-	573,403
Pay-Go	-	-	-	-	-	-	-	-
Grants	460,200	-	-	-	-	-	-	460,200
Capital Reserve	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-
Total	613,603	420,000	-	-	-	-	-	1,033,603

Project Title Tucker Street Boat Ramp		Project Number 50023	
Project Description: This project is to demolish the existing ramp and build a new ramp, an ADA- compliant dock, and a kayak launch.			
Financial Activity:		Changes from Prior Year:	
	<u>Expended</u>	<u>Encumbered</u>	<u>Total</u>
March 31, 2019	\$ -	\$ -	\$ -
March 31, 2020	\$ -	\$ -	\$ -
			Status: No change.
			Funding: No change.
			Scope: No change.
			Timing: No change.
Non-City Funding Sources: None			
Land Use Plans: None			

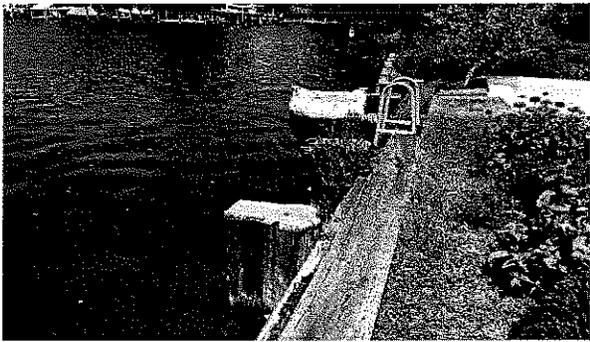
Expenditure Schedule	Prior Approved Appropriations	FY2021 Budget	Capital Improvement Program					Total Project Cost
			FY2022	FY2023	FY2024	FY2025	FY2026	
Land Acquisition	-	-	-	-	-	-	-	-
Planning	-	-	-	-	-	-	-	-
Design	29,000	-	-	-	-	-	-	29,000
Construction	102,907	170,250	-	-	-	-	-	273,157
City Overhead	6,943	8,900	-	-	-	-	-	15,843
Other	-	-	-	-	-	-	-	-
Total	138,850	179,150	-	-	-	-	-	318,000

Funding Schedule	Prior Approved Appropriations	FY2021 Budget	Capital Improvement Program					Total Project Cost
			FY2022	FY2023	FY2024	FY2025	FY2026	
Bonds	138,850	179,150	-	-	-	-	-	318,000
Pay-Go	-	-	-	-	-	-	-	-
Grants	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-
Total	138,850	179,150	-	-	-	-	-	318,000

Project Title Upgrade City Coordinate System	Project Number 50017												
Project Description: This project will upgrade the City's Proprietary Grid system from the 1920's to the NAD 83 system. The proprietary system will not be abandoned because it will be necessary for use with certain record documents; however, the two systems will be integrated. By upgrading to NAS 83, integration between many of the GIS applications is expected to become more seamless and accurate.													
Financial Activity: <table style="width:100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th style="text-align: right;"><u>Expended</u></th> <th style="text-align: right;"><u>Encumbered</u></th> <th style="text-align: right;"><u>Total</u></th> </tr> </thead> <tbody> <tr> <td>March 31, 2019</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> </tr> <tr> <td>March 31, 2020</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> </tr> </tbody> </table>		<u>Expended</u>	<u>Encumbered</u>	<u>Total</u>	March 31, 2019	\$ -	\$ -	\$ -	March 31, 2020	\$ -	\$ -	\$ -	Changes from Prior Year: Status: DPW and GIS currently are developing an RFP to hire an engineering consultant. Funding: No change. Scope: No change. Timing: No change.
	<u>Expended</u>	<u>Encumbered</u>	<u>Total</u>										
March 31, 2019	\$ -	\$ -	\$ -										
March 31, 2020	\$ -	\$ -	\$ -										
Non-City Funding Sources: None													
Land Use Plans: None													

Expenditure Schedule	Prior Approved Appropriations	FY2021 Budget	Capital Improvement Program					Total Project Cost
			FY2022	FY2023	FY2024	FY2025	FY2026	
Land Acquisition	-	-	-	-	-	-	-	-
Planning	-	-	-	-	-	-	-	-
Design	-	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-	-
City Overhead	-	-	-	-	-	-	-	-
Other - Technology	460,100	-	-	-	-	-	-	460,100
Total	460,100	-	-	-	-	-	-	460,100

Funding Schedule	Prior Approved Appropriations	FY2021 Budget	Capital Improvement Program					Total Project Cost
			FY2022	FY2023	FY2024	FY2025	FY2026	
Bonds	460,100	-	-	-	-	-	-	460,100
Pay-Go	-	-	-	-	-	-	-	-
Grants	-	-	-	-	-	-	-	-
Other - Capital Reserve	-	-	-	-	-	-	-	-
Total	460,100	-	-	-	-	-	-	460,100

Project Title Waterway Improvement Projects			Project Number NEW		
Project Description: This project is to build, enhance, or rehabilitate public boating facilities by improving navigation and constructing or renovating public access sites. Potential projects include floating docks on Third Street, Conduit Street, Amos Garrett Park, Cheston Avenue, and Thompson Street. In prior years, these projects funded with State Waterway Improvement Grants in the Grants Fund.					
Financial Activity:					
	<u>Expended</u>	<u>Encumbered</u>	<u>Total</u>	Status:	N/A
March 31, 2019	N/A	N/A	N/A	Funding:	N/A
March 31, 2020	N/A	N/A	N/A	Scope:	N/A
				Timing:	N/A
Non-City Funding Sources: Department of Natural Resources State Waterway Improvement Grant					
Land Use Plans: Comprehensive Plan and Environmental Protection Goals					

Capital Improvement Program								
Expenditure Schedule	Prior Approved Appropriations	FY2021 Budget	FY2022	FY2023	FY2024	FY2025	FY2026	Total Project Cost
Land Acquisition	-	-	-	-	-	-	-	-
Planning	-	-	-	-	-	-	-	-
Design	-	-	-	-	-	-	-	-
Construction	-	99,000	99,000	99,000	99,000	99,000	99,000	594,000
City Overhead	-	5,000	5,000	5,000	5,000	5,000	5,000	30,000
Other	-	-	-	-	-	-	-	-
Total	-	104,000	104,000	104,000	104,000	104,000	104,000	624,000

Capital Improvement Program								
Funding Schedule	Prior Approved Appropriations	FY2021 Budget	FY2022	FY2023	FY2024	FY2025	FY2026	Total Project Cost
Bonds	-	-	-	-	-	-	-	-
Pay-Go	-	-	-	-	-	-	-	-
Grants	-	99,000	99,000	99,000	99,000	99,000	99,000	594,000
Other - Capital Reserve	-	5,000	5,000	5,000	5,000	5,000	5,000	30,000
Total	-	104,000	104,000	104,000	104,000	104,000	104,000	624,000

Project Title Weems-Whelan Field			Project Number NEW		
Project Description: The site of Weems Whelan playing field was previously a disposal site for incinerator ash. Preliminary studies have been performed to test for contaminants in the deeper ash and the surface soil placed on top of the ash. The Maryland Department of the Environment (MDE) is reviewing existing data, and the City is coordinating its cleanup efforts with MDE. Assuming the use of the field will remain as a playing field, appropriations will be used to perform required monitoring and to design, permit, and place additional soil cover if recommended or required by MDE.					
Financial Activity:			Changes from Prior Year:		
	<u>Expended</u>	<u>Encumbered</u>	<u>Total</u>	Status:	N/A
March 31, 2019	N/A	N/A	N/A	Funding:	N/A
March 31, 2020	N/A	N/A	N/A	Scope:	N/A
				Timing:	N/A
Non-City Funding Sources: None					
Land Use Plans: Comprehensive Plan and Quality of Life Goals					

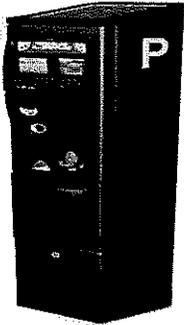
Expenditure Schedule	Prior Approved Appropriations	Capital Improvement Program						Total Project Cost
		FY2021 Budget	FY2022	FY2023	FY2024	FY2025	FY2026	
Land Acquisition	-	-	-	-	-	-	-	-
Planning	-	45,000	-	-	-	-	-	45,000
Design	-	-	-	-	-	-	-	-
Construction	-	-	100,000	-	-	-	-	100,000
City Overhead	-	2,500	5,000	-	-	-	-	7,500
Other	-	5,000	-	-	-	-	-	5,000
Total	-	52,500	105,000	-	-	-	-	157,500

Funding Schedule	Prior Approved Appropriations	Capital Improvement Program						Total Project Cost
		FY2021 Budget	FY2022	FY2023	FY2024	FY2025	FY2026	
Bonds	-	52,500	105,000	-	-	-	-	157,500
Pay-Go	-	-	-	-	-	-	-	-
Grants	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-
Total	-	52,500	105,000	-	-	-	-	157,500

Project Title Hillman Garage		Project Number 73005	
Project Description: This project replaces the 450-space Hillman Garage located at 150 Gorman Street with a new, larger parking garage. The existing garage is a four-story, above ground, precast concrete structure consisting of precast planks, beams, columns and cast in-place elements. Deterioration of the precast concrete and cast in-place concrete elements is present throughout the garage. The project is being done via a Design-Build-Operate-Maintain-Finance agreement that does not require City financing.			
Financial Activity:		Changes from Prior Year:	
	<u>Expended</u>	<u>Encumbered</u>	<u>Total</u>
March 31, 2019	N/A	N/A	N/A
March 31, 2020	\$ -	\$ -	\$ -
		Status: Proposals to design, build, operate, maintain, and finance a replacement garage have been received and are being evaluated. Funding: Removed prior approved appropriations of \$1,550,000 because it is anticipated that the City will not have to provide any funding for design and construction. The City Manager's FY2021 operating budget includes \$50,000 for any costs the City might incur to implement this project. Scope: No change. Timing: A contract with the selected developer is expected to be awarded in early FY2021 with demolition in FY2022, followed by construction in FY2022 and FY2023.	
Non-City Funding Sources: Resilience Financing Authority (RFA)			
Land Use Plans: Comprehensive Plan and Transportation Goals			

Expenditure Schedule	Capital Improvement Program							Total Project Cost
	Prior Approved Appropriations	FY2021 Budget	FY2022	FY2023	FY2024	FY2025	FY2026	
Land Acquisition	-	-	-	-	-	-	-	-
Planning	50,000	(50,000)	-	-	-	-	-	-
Design	1,500,000	(1,500,000)	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-	-
City Overhead	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-
Total	1,550,000	(1,550,000)	-	-	-	-	-	-

Funding Schedule	Capital Improvement Program							Total Project Cost
	Prior Approved Appropriations	FY2021 Budget	FY2022	FY2023	FY2024	FY2025	FY2026	
Bonds	-	-	-	-	-	-	-	-
Pay-Go	50,000	(50,000)	-	-	-	-	-	-
Grants	-	-	-	-	-	-	-	-
Other - RFA	1,500,000	(1,500,000)	-	-	-	-	-	-
Total	1,550,000	(1,550,000)	-	-	-	-	-	-

Project Title Multi-Space Parking Meter Kiosks		Project Number NEW	
Project Description: This project will replace existing single-space parking meters with multi-space kiosks at multiple locations. The existing single-space parking meters, installed in 2014, are reaching the end of their useful life, requiring extensive maintenance or replacement and resulting in lost revenue. This project will replace 14 existing single-space parking meters on the right side of Main Street with two multi-space kiosks between Market Space and Gorman Street, It also replaces six single space meters on the left side of Main Street between Green Street and Gorman Street with one multi-space kiosk. The remaining kiosks will be used to replace single-spaced meters along Main Street. Other locations for the multi-space meters will be determined as an assessment of the condition of the existing meters is determined.			
Financial Activity:		Changes from Prior Year:	
	<u>Expended</u>	<u>Encumbered</u>	<u>Total</u>
March 31, 2019	N/A	N/A	N/A
March 31, 2020	N/A	N/A	N/A
			Status: N/A Funding: N/A Scope: N/A Timing: N/A
Non-City Funding Sources: None			
Land Use Plans: None			

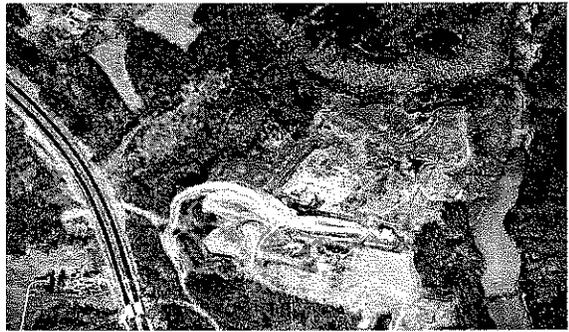
Expenditure Schedule	Prior Approved Appropriations	Capital Improvement Program						Total Project Cost
		FY2021 Budget	FY2022	FY2023	FY2024	FY2025	FY2026	
Land Acquisition	-	-	-	-	-	-	-	-
Planning	-	-	-	-	-	-	-	-
Design	-	-	-	-	-	-	-	-
Construction	-	125,000	-	-	-	-	-	125,000
City Overhead	-	6,250	-	-	-	-	-	6,250
Other	-	-	-	-	-	-	-	-
Total	-	131,250	-	-	-	-	-	131,250

Funding Schedule	Prior Approved Appropriations	Capital Improvement Program						Total Project Cost
		FY2021 Budget	FY2022	FY2023	FY2024	FY2025	FY2026	
Bonds	-	131,250	-	-	-	-	-	131,250
Pay-Go	-	-	-	-	-	-	-	-
Grants	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-
Total	-	131,250	-	-	-	-	-	131,250

Project Title Wayfinding Signage		Project Number 50011													
Project Description: The project is a system of signage and wayfinding technologies to be implemented citywide. The signage will include gateway signs, pedestrian signs, information kiosks, vehicular directional and welcome signs, real-time parking information, and other wayfinding tools. This project will be coordinated with new parking and transportation initiatives and with improvements to the City Dock area. The Comprehensive Plan recommends the expansion of the existing wayfinding program.															
Financial Activity:		Changes from Prior Year:													
	<table border="1"> <thead> <tr> <th></th> <th style="text-align: right;"><u>Expended</u></th> <th style="text-align: right;"><u>Encumbered</u></th> <th style="text-align: right;"><u>Total</u></th> </tr> </thead> <tbody> <tr> <td>March 31, 2019</td> <td style="text-align: right;">\$ 122,004</td> <td style="text-align: right;">\$ 13,779</td> <td style="text-align: right;">\$ 135,782</td> </tr> <tr> <td>March 31, 2020</td> <td style="text-align: right;">\$ 122,083</td> <td style="text-align: right;">\$ 13,779</td> <td style="text-align: right;">\$ 135,862</td> </tr> </tbody> </table>		<u>Expended</u>	<u>Encumbered</u>	<u>Total</u>	March 31, 2019	\$ 122,004	\$ 13,779	\$ 135,782	March 31, 2020	\$ 122,083	\$ 13,779	\$ 135,862	Status: Pending State Highway Administration approval. Funding: No change. Scope: No change. Timing: Pending a memorandum of understanding with the State Highway Administration to proceed with a request for proposal for fabrication.	
	<u>Expended</u>	<u>Encumbered</u>	<u>Total</u>												
March 31, 2019	\$ 122,004	\$ 13,779	\$ 135,782												
March 31, 2020	\$ 122,083	\$ 13,779	\$ 135,862												
Non-City Funding Sources: None.															
Land Use Plans: Wayfinding and Signage Master Plan															

Expenditure Schedule	Prior Approved Appropriations	Capital Improvement Program						Total Project Cost
		FY2021 Budget	FY2022	FY2023	FY2024	FY2025	FY2026	
Land Acquisition	-	-	-	-	-	-	-	-
Planning	-	-	-	-	-	-	-	-
Design	100,000	-	-	-	-	-	-	100,000
Construction	485,029	-	-	-	-	-	-	485,029
City Overhead	30,791	-	-	-	-	-	-	30,791
Other	-	-	-	-	-	-	-	-
Total	615,820	-	-	-	-	-	-	615,820

Funding Schedule	Prior Approved Appropriations	Capital Improvement Program						Total Project Cost
		FY2021 Budget	FY2022	FY2023	FY2024	FY2025	FY2026	
Bonds	615,820	-	-	-	-	-	-	615,820
Pay-Go	-	-	-	-	-	-	-	-
Grants	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-
Total	615,820	-	-	-	-	-	-	615,820

Project Title Landfill Gas Mitigation		Project Number 10002/10003	
Project Description: Landfill gas (LFG) monitoring at the closed Annapolis Landfill has been ongoing for several years. Monitoring has confirmed that LFG migration has occurred along the northwestern property line and has been observed on the adjoining private property at explosive levels. No residential structures are at risk at the present time. In December 2017, the City and the Maryland Department of the Environment (MDE) finalized a settlement agreement that requires the City to collect and combust LFG that originates on the closed landfill property. The City is obligated to comply with specific time requirements or face legal sanctions. The design must provide for conversion of the existing passive LFG flare system to an active one and the installation of gas interceptor wells extending approximately 1200 lineal feet along the northwestern property line. It is estimated that the annual operational and maintenance costs will be approximately \$30,000.			
Financial Activity:		Changes from Prior Year:	
	<u>Expended</u> <u>Encumbered</u> <u>Total</u>	Status:	Project is in the final stages of completion.
March 31, 2019	\$ 69,372 \$ 726,273 \$ 795,645	Funding:	No change.
March 31, 2020	\$ 716,597 \$ 205,714 \$ 922,311	Scope:	No change.
		Timing:	Project will be completed by Summer 2020.
Non-City Funding Sources: None			
Land Use Plans: None			

Expenditure Schedule	Capital Improvement Program							Total Project Cost
	Prior Approved Appropriations	FY2021 Budget	FY2022	FY2023	FY2024	FY2025	FY2026	
Land Acquisition	-	-	-	-	-	-	-	-
Planning	-	-	-	-	-	-	-	-
Design	60,000	-	-	-	-	-	-	60,000
Construction	940,000	-	-	-	-	-	-	940,000
Other	-	-	-	-	-	-	-	-
Total	1,000,000	-	-	-	-	-	-	1,000,000

Funding Schedule	Capital Improvement Program							Total Project Cost
	Prior Approved Appropriations	FY2021 Budget	FY2022	FY2023	FY2024	FY2025	FY2026	
Bonds	-	-	-	-	-	-	-	-
Pay-Go- Refuse Fund	1,000,000	-	-	-	-	-	-	1,000,000
Grants	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-
Total	1,000,000	-	-	-	-	-	-	1,000,000

Project Title Organics Resource Recovery Facility		Project Number NEW	
Project Description: The City currently pays Anne Arundel County approximately \$1.5 million annually for the disposal of its share of biosolids generated at the Annapolis Water Reclamation Facility, which the County transports to facilities out of state. Additionally, the City transports yard waste to Prince George's County for disposal. An engineering feasibility study performed in 2019 concluded that an organics composting facility constructed on the closed Gomoljack Landfill site would be financially viable. This project will allow the City to control costs for the processing and disposal of organic wastes in a responsible manner, generate marketable compost, and reduce harmful greenhouse gas emissions from transporting organics long distances. This project is a long-term, sustainable, zero-waste recycling initiative, and it is an appropriate use of City-owned land that has a minimal development potential.			
Financial Activity:		Changes from Prior Year:	
	<u>Expended</u>	<u>Encumbered</u>	<u>Total</u>
March 31, 2019	N/A	N/A	N/A
March 31, 2020	N/A	N/A	N/A
			Status: N/A
			Funding: N/A
			Scope: N/A
			Timing: N/A
Non-City Funding Sources: During the design phase, the City will explore public-private partnerships, including a partnership with Anne Arundel County.			
Land Use Plans: Comprehensive Plan and Environmental Protection Goals			

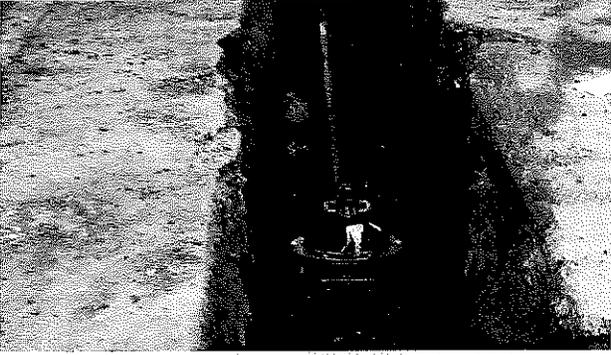
Expenditure Schedule	Prior Approved Appropriations	FY2021 Budget	Capital Improvement Program					Total Project Cost
			FY2022	FY2023	FY2024	FY2025	FY2026	
Land Acquisition	-	-	-	-	-	-	-	-
Planning	-	125,000	-	-	-	-	-	125,000
Design	-	469,000	-	-	-	-	-	469,000
Construction	-	-	-	8,550,000	-	-	-	8,550,000
City Overhead	-	31,250	-	450,000	-	-	-	481,250
Other	-	-	-	-	-	-	-	-
Total	-	625,250	-	9,000,000	-	-	-	9,625,250

Funding Schedule	Prior Approved Appropriations	FY2021 Budget	Capital Improvement Program					Total Project Cost
			FY2022	FY2023	FY2024	FY2025	FY2026	
Sewer Fund Bonds	-	312,625	-	4,500,000	-	-	-	4,812,625
Refuse Fund Bonds	-	312,625	-	4,500,000	-	-	-	4,812,625
Pay-Go	-	-	-	-	-	-	-	-
Grants	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-
Total	-	625,250	-	9,000,000	-	-	-	9,625,250

Project Title Sewer Rehabilitation		Project Number 72006, 72007	
Project Description: Over half of the City's sewers are greater than 50 years old, with many greater than 80 years old. The City's Water and Sewer Comprehensive Analysis Plan was developed using typical asset management practices, incorporating both probability and consequences of failure factors, establishing risk to every asset, and outlining the priority sewer system rehabilitation capital needs for the next five years. This project includes design and construction of sewer rehabilitation of identified priority assets. Most of the sewer pipes that require rehabilitation can be lined using trenchless methods, but others, including pump station assets, will need to be replaced. Sewer video inspection is required ahead of design. The plan also identifies additional planning work and assessment strategies necessary to refine prioritization of sewer asset rehabilitation into the future.			
Financial Activity:		Changes from Prior Year:	
	<u>Expended</u> <u>Encumbered</u> <u>Total</u>	Status: Ongoing, multiple projects.	
March 31, 2019	\$ 3,859,123 \$ 1,010,630 \$ 4,869,753	Funding: Prior year funding is sufficient for identified projects in FY2021.	
March 31, 2020	\$ 4,726,546 \$ 488,017 \$ 5,214,563	Scope: No change.	
		Timing: No delays.	
Non-City Funding Sources: None			
Land Use Plans: Water & Sewer System Evaluation Final 10-Year Plan			

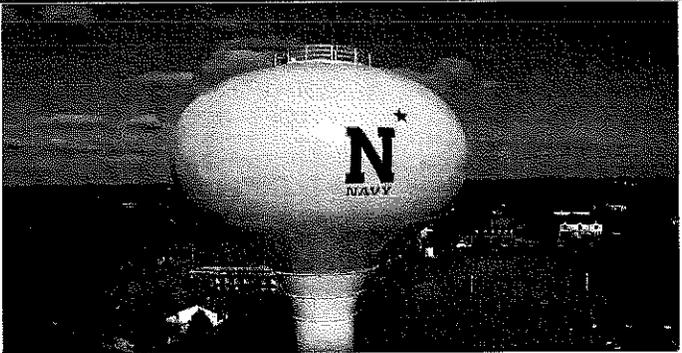
Expenditure Schedule	Prior Approved Appropriations	FY2021 Budget	Capital Improvement Program					Total Project Cost
			FY2022	FY2023	FY2024	FY2025	FY2026	
Land Acquisition	-	-	-	-	-	-	-	-
Planning	500,000	-	200,000	200,000	200,000	200,000	200,000	1,500,000
Design	700,000	-	250,000	250,000	250,000	250,000	250,000	1,950,000
Construction	10,000,000	-	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	17,500,000
City Overhead	627,800	-	107,000	107,000	107,000	107,000	107,000	1,162,800
Other	728,200	-	193,000	193,000	193,000	193,000	193,000	1,693,200
Total	12,556,000	-	2,250,000	2,250,000	2,250,000	2,250,000	2,250,000	23,806,000

Funding Schedule	Prior Approved Appropriations	FY2021 Budget	Capital Improvement Program					Total Project Cost
			FY2022	FY2023	FY2024	FY2025	FY2026	
Bonds	11,917,600	-	1,575,000	1,575,000	1,575,000	1,575,000	1,575,000	19,792,600
Pay-Go	638,400	-	675,000	675,000	675,000	675,000	675,000	4,013,400
Grants	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-
Total	12,556,000	-	2,250,000	2,250,000	2,250,000	2,250,000	2,250,000	23,806,000

Project Title Water Distribution Rehabilitation		Project Number 71003, 71005	
Project Description: The existing water distribution grid is aging, as evidenced by the frequent failures. The City's Water and Sewer Comprehensive Analysis Plan was recently developed using typical asset management practices incorporating both probability and consequence of failure factors. The plan establishes risk to every asset and outlines the priority water distribution system rehabilitation capital needs for the next five years. This project includes design and construction of identified priority projects. The plan also identifies additional planning work and assessment strategies necessary to refine prioritization of water distribution infrastructure upgrades into the future. Projects, planning and assessment activities are directed towards minimizing water loss per Maryland Department of the Environment Water Loss Plan.			
Financial Activity:		Changes from Prior Year:	
	<u>Expended</u>	<u>Encumbered</u>	<u>Total</u>
March 31, 2019	\$ 4,686,013	\$ 1,260,019	\$ 5,946,031
March 31, 2020	\$ 8,139,611	\$ 3,093,783	\$ 11,233,394
			Status: Ongoing, multiple projects
			Funding: No change.
			Scope: No change.
			Timing: No delays.
Non-City Funding Sources: None			
Land Use Plans: Water & Sewer System Evaluation Final 10-Year Plan			

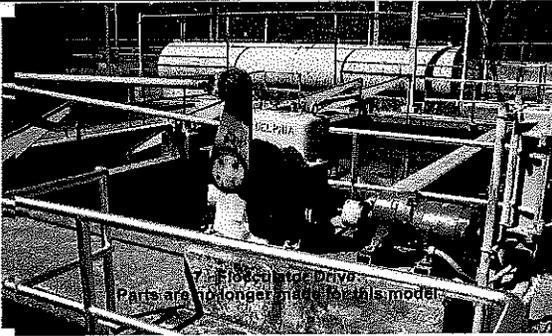
Expenditure Schedule	Prior Approved Appropriations	Capital Improvement Program						Total Project Cost
		FY2021 Budget	FY2022	FY2023	FY2024	FY2025	FY2026	
Land Acquisition	-	-	-	-	-	-	-	-
Planning	300,000	60,000	80,000	80,000	80,000	80,000	80,000	760,000
Design	600,000	320,000	380,000	380,000	380,000	380,000	380,000	2,820,000
Construction	8,416,979	3,200,000	3,800,000	3,800,000	3,800,000	3,800,000	3,800,000	30,616,979
City Overhead	583,021	190,000	230,000	230,000	230,000	230,000	230,000	1,923,021
Other	1,760,420	230,000	410,000	410,000	410,000	410,000	410,000	4,040,420
Total	11,660,420	4,000,000	4,900,000	4,900,000	4,900,000	4,900,000	4,900,000	40,160,420

Funding Schedule	Prior Approved Appropriations	Capital Improvement Program						Total Project Cost
		FY2021 Budget	FY2022	FY2023	FY2024	FY2025	FY2026	
Bonds	10,718,252	2,800,000	3,430,000	3,430,000	3,430,000	3,430,000	3,430,000	30,668,252
Pay-Go	942,168	1,200,000	1,470,000	1,470,000	1,470,000	1,470,000	1,470,000	9,492,168
Grants	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-
Total	11,660,420	4,000,000	4,900,000	4,900,000	4,900,000	4,900,000	4,900,000	40,160,420

Project Title Water Tank Rehabilitation		Project Number 71002, 71006													
Project Description: This project provides for water tank painting, replacements, repairs and retrofits of valves, foundations, structures, and site improvements to the five elevated water tanks used for storage of the City's water supply. Tanks are painted in a cyclic order, and periodic replacements, repairs, and retrofits of the altitude valves, structures, and site improvements are made at the tanks. This project also includes additional assessments to refine prioritization of water tank projects into the future.															
Financial Activity:															
	<table border="1"> <thead> <tr> <th></th> <th style="text-align: right;"><u>Expended</u></th> <th style="text-align: right;"><u>Encumbered</u></th> <th style="text-align: right;"><u>Total</u></th> </tr> </thead> <tbody> <tr> <td>March 31, 2019</td> <td style="text-align: right;">\$ 881,002</td> <td style="text-align: right;">\$ 71,350</td> <td style="text-align: right;">\$ 952,352</td> </tr> <tr> <td>March 31, 2020</td> <td style="text-align: right;">\$ 2,359,484</td> <td style="text-align: right;">\$ 56,445</td> <td style="text-align: right;">\$ 2,415,929</td> </tr> </tbody> </table>		<u>Expended</u>	<u>Encumbered</u>	<u>Total</u>	March 31, 2019	\$ 881,002	\$ 71,350	\$ 952,352	March 31, 2020	\$ 2,359,484	\$ 56,445	\$ 2,415,929	Changes from Prior Year:	
	<u>Expended</u>	<u>Encumbered</u>	<u>Total</u>												
March 31, 2019	\$ 881,002	\$ 71,350	\$ 952,352												
March 31, 2020	\$ 2,359,484	\$ 56,445	\$ 2,415,929												
				Status: Previous projects are completed. The next cycle of projects begins in FY2023. Funding: No change. Scope: No change. Timing: No delays.											
Non-City Funding Sources: None															
Land Use Plans: Water & Sewer System Evaluation Final 10-Year Plan															

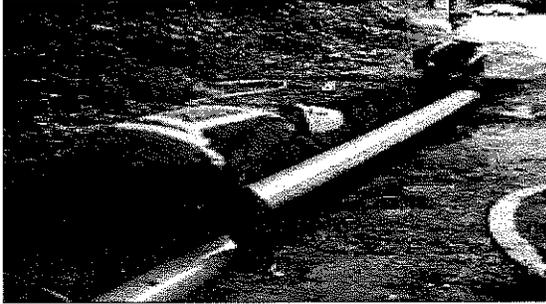
Expenditure Schedule	Prior Approved Appropriations	Capital Improvement Program						Total Project Cost
		FY2021 Budget	FY2022	FY2023	FY2024	FY2025	FY2026	
Land Acquisition	-	-	-	-	-	-	-	-
Planning	30,000	-	-	-	47,600	-	-	77,600
Design	150,000	-	-	-	-	-	-	150,000
Construction	3,009,225	-	-	900,000	-	-	-	3,909,225
City Overhead	190,775	-	-	47,500	2,400	-	-	240,675
Other	435,500	-	-	52,500	-	-	-	488,000
Total	3,815,500	-	-	1,000,000	50,000	-	-	4,865,500

Funding Schedule	Prior Approved Appropriations	Capital Improvement Program						Total Project Cost
		FY2021 Budget	FY2022	FY2023	FY2024	FY2025	FY2026	
Bonds	2,633,650	-	-	700,000	-	-	-	3,333,650
Pay-Go	1,181,850	-	-	300,000	50,000	-	-	1,531,850
Grants	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-
Total	3,815,500	-	-	1,000,000	50,000	-	-	4,865,500

Project Title Water Treatment Plant		Project Number 71001													
Project Description: The Water Treatment Plant is at the end of its useful life and in need of replacement. It has significant operational and structural constraints. The existing facility has regulatory and safety issues. Hydraulic issues limit the production capacity of the plant to below its design capacity. A Facility Plan Report (2009) showed that operational and structural constraints result in less than efficient and economical production of drinking water. Replacement parts for most of the mechanical equipment are difficult to find, and some parts are no longer being made. At best, refurbishing the existing plant would be difficult, and operational and structural constraints would remain. The results of the life-cycle cost and qualitative analyses show that a new water treatment plant is the best alternative.															
Financial Activity: <table border="1"> <thead> <tr> <th></th> <th><u>Expended</u></th> <th><u>Encumbered</u></th> <th><u>Total</u></th> </tr> </thead> <tbody> <tr> <td>March 31, 2019</td> <td>\$ 35,239,124</td> <td>\$ 222,331</td> <td>\$ 35,461,455</td> </tr> <tr> <td>March 31, 2020</td> <td>\$ 35,404,494</td> <td>\$ 69,843</td> <td>\$ 35,474,337</td> </tr> </tbody> </table>			<u>Expended</u>	<u>Encumbered</u>	<u>Total</u>	March 31, 2019	\$ 35,239,124	\$ 222,331	\$ 35,461,455	March 31, 2020	\$ 35,404,494	\$ 69,843	\$ 35,474,337	Changes from Prior Year: Status: The new water treatment plant is essentially complete, but a few small related projects remain to be completed at the plant. Funding: No change. Scope: No change. Timing: The new water treatment plant is essentially complete, but miscellaneous related projects remain. They are not high urgency projects. Completion is expected by the end of 2021.	
	<u>Expended</u>	<u>Encumbered</u>	<u>Total</u>												
March 31, 2019	\$ 35,239,124	\$ 222,331	\$ 35,461,455												
March 31, 2020	\$ 35,404,494	\$ 69,843	\$ 35,474,337												
Non-City Funding Sources: State funding (MD Dept. of Environment): \$1.5 million green-building grant, \$28.5 million low-interest loan.															
Land Use Plans: Water & Sewer System Evaluation Final 10-Year Plan															

Expenditure Schedule	Prior Approved Appropriations	Capital Improvement Program						Total Project Cost
		FY2021 Budget	FY2022	FY2023	FY2024	FY2025	FY2026	
Land Acquisition	-	-	-	-	-	-	-	-
Planning	800,000	-	-	-	-	-	-	800,000
Design	5,000,000	-	-	-	-	-	-	5,000,000
Construction	24,194,259	-	-	-	-	-	-	24,194,259
City Overhead	1,805,741	-	-	-	-	-	-	1,805,741
Other	4,314,829	-	-	-	-	-	-	4,314,829
Total	36,114,829	-	-	-	-	-	-	36,114,829

Funding Schedule	Prior Approved Appropriations	Capital Improvement Program						Total Project Cost
		FY2021 Budget	FY2022	FY2023	FY2024	FY2025	FY2026	
Bonds	6,114,829	-	-	-	-	-	-	6,114,829
Pay-Go	-	-	-	-	-	-	-	-
Grants	1,500,000	-	-	-	-	-	-	1,500,000
Other	28,500,000	-	-	-	-	-	-	28,500,000
Total	36,114,829	-	-	-	-	-	-	36,114,829

Project Title Stormwater Management Retrofit Projects		Project Number 77002/77010/77011/77012/77015	
Project Description: Storm drains, inlets, and other stormwater facilities are in need of repair due to age. Some corrugated metal pipes have fallen apart in the ground, and many concrete pipe joints have failed and need replacement. Some manholes and inlets need rebricking. This project also maintains 32 outfalls 15" or greater in diameter. This is an ongoing infrastructure project. Sections will be replaced, repaired, or retrofitted based on field inspections by utility crews on an annual basis.			
Financial Activity:		Changes from Prior Year:	
	<u>Expended</u>	<u>Encumbered</u>	<u>Total</u>
March 31, 2019	\$ 90,388	\$0	\$ 90,388
March 31, 2020	\$ 94,907	\$0	\$ 94,907
		Status: Ongoing, continuous projects.	
		Funding: No change.	
		Scope: No change.	
		Timing: No delays.	
Non-City Funding Sources: None			
Land Use Plans: None			

Expenditure Schedule	Prior Approved Appropriations	FY2021 Budget	Capital Improvement Program					Total Project Cost
			FY2022	FY2023	FY2024	FY2025	FY2026	
Land Acquisition	-	-	-	-	-	-	-	-
Planning	-	-	-	-	-	-	-	-
Design	500,050	45,000	45,000	45,000	45,000	45,000	45,000	770,050
Construction	-	50,000	50,000	50,000	50,000	50,000	50,000	300,000
City Overhead	26,318	5,000	5,000	5,000	5,000	5,000	5,000	56,318
Other	-	-	-	-	-	-	-	-
Total	526,368	100,000	100,000	100,000	100,000	100,000	100,000	1,126,368

Funding Schedule	Prior Approved Appropriations	FY2021 Budget	Capital Improvement Program					Total Project Cost
			FY2022	FY2023	FY2024	FY2025	FY2026	
Watershed Restoration	-	-	-	-	-	-	-	-
Bonds	-	-	-	-	-	-	-	-
Pay-Go (WRF)	526,368	100,000	100,000	100,000	100,000	100,000	100,000	1,126,368
Grants	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-
Total	526,368	100,000	100,000	100,000	100,000	100,000	100,000	1,126,368

Project Title Stormwater MS4 Permit Compliance		Project Number 77008/77009/77016	
Project Description: The City of Annapolis is required by the U.S. Environmental Protection Agency (EPA) and the Maryland Department of the Environment (MDE) to meet the requirements of the National Pollution Discharge Elimination System/Municipal Separate Stormwater Sewer System (NPDES/MS4) permit. A Stormwater Pollution Prevention Plan, including associated mapping, will be established. A restoration plan will be developed to implement water quality improvement projects, including working with local partners, obtaining community input, and providing opportunities for public education. New and retrofit Best Management Practices (BMPs) will be developed, designed, and constructed to meet MS4 permit goals.			
Financial Activity:		Changes from Prior Year:	
	<u>Expended</u>	<u>Encumbered</u>	<u>Total</u>
March 31, 2019	\$ 62,327	\$ 430,110	\$ 492,436
March 31, 2020	\$ 418,510	\$ 742,665	\$ 1,161,175
		Status: Programmatic framework and minimum control work ongoing. Design for Ambridge/Timber Creek to start in the spring of 2020.	
		Funding: Annual funding is increased by \$50,000 for overhead.	
		Scope: No change.	
		Timing: Permit requirements need to be met by 2023. Construction anticipated to begin by the summer of 2021.	
Non-City Funding Sources: None			
Land Use Plans: Comprehensive Plan and Strategic Plan			

Expenditure Schedule	Prior Approved Appropriations	FY2021 Budget	Capital Improvement Program					Total Project Cost
			FY2022	FY2023	FY2024	FY2025	FY2026	
Land Acquisition	-	-	-	-	-	-	-	-
Planning	525,000	150,000	150,000	150,000	150,000	150,000	150,000	1,425,000
Design	525,000	150,000	150,000	150,000	150,000	150,000	150,000	1,425,000
Construction	2,450,000	700,000	700,000	700,000	700,000	700,000	700,000	6,650,000
City Overhead	-	50,000	50,000	50,000	50,000	50,000	50,000	300,000
Other	-	-	-	-	-	-	-	-
Total	3,500,000	1,050,000	1,050,000	1,050,000	1,050,000	1,050,000	1,050,000	9,800,000

Funding Schedule	Prior Approved Appropriations	FY2021 Budget	Capital Improvement Program					Total Project Cost
			FY2022	FY2023	FY2024	FY2025	FY2026	
Watershed Restoration	-	-	-	-	-	-	-	-
Bonds	1,000,000	-	-	-	-	-	-	1,000,000
Pay-Go (WRF)	2,500,000	1,050,000	1,050,000	1,050,000	1,050,000	1,050,000	1,050,000	8,800,000
Grants	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-
Total	3,500,000	1,050,000	1,050,000	1,050,000	1,050,000	1,050,000	1,050,000	9,800,000



City of Annapolis

Signature Copy

Resolution: R-26-20

160 Duke Of Gloucester
Street
Annapolis, MD 21401

File Number: R-26-20

Fiscal Year 2021 Fees Schedule - For the purpose of specifying fees that will be charged for the use of City services for Fiscal Year 2021; and providing for a delayed effective date.

**CITY COUNCIL OF THE
City of Annapolis**

Resolution 26-20

Introduced by: Mayor Buckley

**Referred to
Finance Committee
Financial Advisory Commission**

A RESOLUTION concerning

Fiscal Year 2021 Fees Schedule

FOR the purpose of specifying fees that will be charged for the use of City services for Fiscal Year 2021; and providing for a delayed effective date.

WHEREAS, Section 6.16.050 of the City Code, requires that, concurrent with the submission of the proposed annual budget, the Mayor shall submit to the City Council a proposed schedule of fees.

NOW THEREFORE BE IT RESOLVED BY THE ANNAPOLIS CITY COUNCIL that the Fiscal Year 2021 Fees Schedule shall be as attached.

AND BE IT FURTHER RESOLVED BY THE ANNAPOLIS CITY COUNCIL that the Fiscal Year 2021 Fees Schedule shall take effect on July 1, 2020, or on the date of adoption, whichever date is later.

AND BE IT FURTHER RESOLVED BY THE ANNAPOLIS CITY COUNCIL that the \$3.00 convenience fee for payment by phone or online by use of a debit or credit card shall take effect commensurate with the effective date of ordinance O-23-20.

EXPLANATION

UPPERCASE indicates matter added.

~~Strikethrough~~ indicates matter stricken.

Underlining indicates amendments.

ADOPTED this 8th day of June, 2020.

Aye: 9 Mayor Buckley, Alderwoman Tierney, Alderman Paone,
Alderwoman Pindell Charles, Alderwoman Finlayson, Alderman
Rodriguez, Alderman Savidge, Alderman Arnett and Alderman
Gay

THE ANNAPOLIS
CITY COUNCIL


Gavin Buckley

Date 7/27/20

ATTEST


Regina C. Watkins-Eldridge, MMC

Date 7/27/20

FEES SCHEDULE - FY 2021

Code Section	Type of Fee	Amount of Fee
2.52.030	Petition for annexation	\$4,000.00
2.62.150	Fees - Public Information Act requests	
2.62.150.A	Copy made by standard printer, or photocopier, or scanner	\$0.25/page
	Annapolis Fire Department medical report/itemized statement of incident	\$5.00/report/statement
	Department of Planning and Zoning verification, or similar letter per property address	\$35.00/verification/letter
	Annapolis Police Department 911 recording (includes CAD notes)	\$45.00/CD
	Annapolis Police Department radio recording (includes CAD notes)	\$45.00/CD
	Annapolis Police Department video, excluding body-worn footage/video CD/tape	\$80.00/CD/tape
	Annapolis Police Department current	\$5.00/report
	Annapolis Police Department archived	\$25.00/report
	Annapolis Police Department FBI/livescan	\$20.00 plus \$12.00/record
	Annapolis Police Department, FBI and State/livescan	\$20.00 plus \$30.00/record
	Annapolis Police Department State/livescan	\$20.00 plus \$18.00/record
	Annapolis Police Department fingerprinting ink card	\$20.00/card

	Annapolis Police Department photographs	\$15.00/CD
	Annapolis Police Department body-worn camera footage	\$25.00 plus actual cost of copying, including any costs related to redaction
	All other types of records, including any costs related to redaction	Actual cost of copying
2.62.150.B	Certified record as a true copy	\$1.00/page
2.62.150.G	Search/review/preparation fee (first two hours free) for all records, except for Annapolis Police Department video and Annapolis Police Department body-worn camera footage.	\$30.00/hour
	Annapolis Police Department video or Annapolis Police Department body-worn camera footage, search/review/preparation fee (first two hours free)	\$75.00/hour
4.20.050	Filing fees for nomination to public office	
	Mayor	\$120.00
	Alderman	\$60.00
	Central committee	\$50.00
6.04.140	Lien certificate	\$50.00
6.04.270	Dishonored Check	\$35.00
6.04.280	Convenience fee for payment by phone or online by use of a debit or credit card	\$3.00
6.28.020	Covered emergency medical services	
	BLS transport	\$700.00
	ALS transport	\$700.00
	ALS II transport	\$750.00

7.04.030	Transfer of alcoholic beverage license	50% of the annual fee, not to exceed \$500.00
	Miscellaneous Business Licenses and Permits	
7.08.010	Billiards and pool tables	\$50.00/year
7.08.020	Billposters	\$50.00/year
7.08.030	Bowling alleys	\$50.00/year
7.08.040	Miniature golf courses and other outdoor amusements	\$50.00/year
7.08.050	Poles in streets	\$100.00/pole
7.08.060	Theaters or halls	\$50.00/year
7.16.020	Application fee for a carnival or circus license	\$55.00
7.16.030	License fee for carnival or circus	
	Class A licenses: carnivals (excluding carnivals operated by fraternal, religious or charitable organizations or volunteer fire companies)	
	From 1 to 10 concessions	\$120.00/week or portion thereof
	From 1 to 20 concessions	\$225.00/week or portion thereof
	From 1 to 40 concessions	\$450.00/week or portion thereof
	More than 40 concessions	\$560.00/week
	Class B licenses: Circuses	\$85.00/week or portion thereof
	Class C licenses: amusement device per device	\$50.00/year
	Class D licenses: arcade	\$560.00/year
	Class E licenses: claw machine, per device	\$450.00/year

	Class F licenses: pinball game, per device	\$450.00/year
	Class G licenses: console game, spinner-type, per device	\$450.00/year
	Class H licenses: console game, spinner-type or bell-type, single coin chute, per device	\$450.00/year
	Class I licenses: console games per device	
	Ball-type, single-coin-chute type, per device	\$60.00/year
	Two or more coin chutes, per device	\$510.00/year
	Class J licenses: distributor's license	\$560.00/year
	Class K licenses: one-arm bandit	\$450.00/year
	Class L licenses: shuffleboards, bowlers, bowling tables, pool tables and similar games requiring a five-cent, ten-cent or twenty-five-cent coin for operation, in connection with which no prizes or awards, including free replays, are dispensed or given in any manner whatsoever per device	\$6.00/year
	Class M licenses: electronic video games, per device	\$120.00/year
7.20.010	Fee for a closing-out-sale license	
	For a period not exceeding 10 days	\$120.00
	For a period not exceeding 20 days	\$230.00
	For a period not exceeding 30 days	\$340.00
7.24.010	License for fortunetelling	\$50.00/year
7.28.030	Space for sale of Christmas trees: 15 days or any portion of 15 days	\$50.00/each 10 feet

7.32.030	Nonrefundable application fee for massage parlor license	\$50.00
7.32.050	License fee for massage parlor	\$1,120.00/year
7.36.040	License fee for pawnbroker	\$50.00/year
7.40.040	Nonrefundable application fee for peddlers and hawkers license	\$50.00
7.40.070	Fee for peddlers and hawkers	
	7 days or fewer	\$50.00/day
	8 or more days	\$350.00 flat rate
7.42.010	Annual fee for a sidewalk café permit	\$380.00
7.44.020	Licensing fee for solicitor	\$50.00/person
7.48.350	Fee for replacement of lost taxicab license card or badge	\$50.00
7.48.440	Fee for each taxicab registered	
	New license	\$100.00
	Renewal	\$50.00
7.48.500	Nonrefundable application fee for a taxicab driver's license	\$50.00
7.48.530	Registration fee for taxicab driver's license	\$60.00
7.48.610	Transportation Network Service fee	\$0.25
7.52.040	Towing license fees	
	Nonrefundable filing fee	\$50.00
	License fees	\$50.00

	License Renewal	\$50.00
7.56.020	Annual fee for permit to provide valet parking service	\$50.00
7.56.030	Nonrefundable filing fee for permit to provide valet parking service	\$110.00
8.04.010	Backyard chicken coop permit	\$100.00
10.16.160	Annual fee for trash collection from dwelling units within the City	\$274.00
10.16.200	Annual fee for each private trash collector permit	
	Refuse hauler permit: 1—5 vehicles	\$210.00
	Reinspection fee	\$60.00
	Refuse hauler permit: 6—10 vehicles	\$270.00
	Reinspection fee	\$60.00
	Refuse hauler permit: 11 or more vehicles	\$330.00
	Reinspection fee	\$60.00
10.16.240	Commercial Recycling	
	Fee per container	\$43.00
	Collection fee, 1 st container	\$72.00
	Collection fee, each additional container	\$19.00
	Administrative fee	\$76.00/year
10.28.090	Swimming pool fees	
	Public swimming pool operation permit	\$55.00
	Public swimming pool operator's license	\$50.00

12.20.110	Nonrefundable annual permit fee. Fee may be waived for any City resident submitting proof of age above sixty years.	\$35.00
12.20.230	Special parking permit for transport and contractors	\$35.00/day/space
12.24.020	Parking meters	\$2.00/hour
	Parking meters located at City Dock Lot (from Craig Street to Susan Campbell Park), Dock Street Lot (from Randall Street to Craig Street), Donner Lot (on Compromise Street), and Basil Lot (on Compromise Street)	\$3.00/hour (April 1—October 31) and \$2.00/hour (November 1—March 31)
	All other parking meters	\$2.00/hour
12.32.110	Fee for a residential parking permit in special residential parking districts	
	At an address with no off-street parking:	
	One vehicle	\$55.00/year
	Second vehicle	\$75.00/year
	Each additional vehicle	\$100.00/year
	At an address with off-street parking:	
	One vehicle	\$75.00/year
	Each additional vehicle	\$100.00/year
	Districts No. 3, 4, and 5	\$55.00/year
12.32.140A	Temporary residential parking permit	\$3.50/day
12.32.140B	Temporary residential parking permit for medical personnel	\$10.00/month
12.32.145	Nonresidential parking permit	\$75.00/year

12.54.010	Nonstandard Vehicle Permit	
	New	\$110.00
	Renewal	\$55.00
12.54.020	Nonrefundable application fee for Nonstandard Vehicle Operator Permit	\$35.00
12.54.020	Nonstandard Vehicle Operator Permit	\$35.00/year
14.04.020	Permit for installation of any sidewalk or any new section of sidewalk	\$50.00
14.04.080	Inspection of installed sidewalk	\$50.00
14.08.040	Fee for a permit for each driveway to be constructed or for each lowering or raising a curb	\$110.00
14.12.095	Permit for tree removal	\$100.00
14.18.060	Special Event permit fee	\$100.00
14.20.010	Permit to obstruct public streets, lanes, alleys, sidewalks or footways	
	Nonrefundable permit fee	\$70.00
	Obstruction permit reinspection fee	\$50.00
	For each extension or change to the original permit	\$50.00
14.20.030	Fee for permit to dig up, relay, or obstruct street	
	Streets or sidewalk openings:	
	50 square feet or less	\$150.00
	Reinspection fee	\$130.00
	51 to 200 square feet	\$130.00 additional

	Reinspection fee	\$180.00
	Each additional 250 square feet or portion thereof	\$60.00
	Tunneling-cutting, digging, or excavating for the emplacement of utilities under the street, sidewalk or ground:	
	50 linear feet or less	\$30.00
	51 to 200 linear feet	\$60.00
	Each additional 25 linear feet or portion thereof	\$50.00
14.28.020	Nonrefundable fee to file petition to have City acquire a private street	\$560.00
15.10.020	Docking Fees - No prorating. Checkout at noon or upon departure, whichever is earlier. 4-hour minimum after 6:00 p.m.	
	Up to 4 hours, arrival before 6:00 p.m., up to 60 feet of length overall	\$10.00/hour; maximum of 4 hours
	Up to 4 hours, arrival before 6:00 p.m., 60 or greater feet length overall	\$15.00/hour; maximum of 4 hours
	More than 4 hours or arrival after 6:00 p.m.	\$2.25/foot of length overall. minimum of \$40.00
	Reserved Dockage - west side only	\$3.25/foot of length overall, paid in advance
	Holiday premium surcharge: A holiday premium surcharge will be added to all transient docking rates during as follows:	
	Naval Academy graduation and Memorial Day holiday weekend; a total premium period of 11 days, adjusted annually to begin each year the Friday before graduation and	\$0.50/foot of length overall

	reverting to regular fees the Tuesday after the Memorial Day holiday	
	Independence Day holiday; a total premium period of 11 days, adjusted annually to begin each year to bracket Independence Day from Friday the weekend before July 4th and reverting to regular fees on Tuesday 11 days later and after the holiday	\$0.50/foot of length overall
	Labor Day holiday; a total premium period of six days, adjusted annually to begin each year the Wednesday before Labor Day and reverting to regular fees the Tuesday after the Labor Day holiday	\$0.50/foot of length overall
	Weekend Premium Surcharge: A weekend premium surcharge will be added to all transient docking rates during Fridays and Saturdays beginning each year the Friday following Memorial Day and ending after the first Saturday in October. The weekend surcharge will not be added to docking rates on days when the holiday surcharge applies.	\$0.50/foot of length overall
	Dock Utilities	
	Transient:	
	Each 20 Amp Outlet	\$5.00/day
	Each 30 Amp Outlet	\$8.00/day
	Each 50 Amp Outlet	\$15.00/day
	Winter Weekly:	
	Each 20 Amp Outlet	\$20.00/week
	Each 30 Amp Outlet	\$30.00/week
	Each 50 Amp Outlet	\$56.00/week

	Moorings numbered 1—40 in Main Mooring Field	
	Daily	\$35.00/day
	Weekly	\$210.00/week
	Moorings numbered 41—60 in St. Mary's Cove	
	Daily	\$25.00/day
	Weekly	\$150.00/week
	All Others - Moorings numbered 61—76	
	Daily	\$30.00/day
	Weekly	\$180.00/week
	Winter Waiting List Application Fee. This fee will be credited to winter docking rent upon first arrival or after November 1.	\$50.00
	Winter Docking Fees	\$8.00/foot/month length overall; may be prorated at Harbormaster's option
	Fees—Commercial Operations	
	Occasional charter, subject to terms of Charter Policy, first 90 minutes at charter dock or other space assigned by Harbormaster. No moorings.	\$2.50/foot length overall
	After 90 minutes	\$0.25/foot length overall /hour
	Docking permitted during December 1—March 30 for Workboat or Buyboat actively engaged with certificate, current receipts, and current TFL number. Vessels may not be leased or chartered, and slips may not be reserved.	\$20.00/week

	Fees—Private Moorings:	
	Waiting List Application	\$50.00
	Private mooring application fee	\$50.00
	Private mooring permit fee, resident	\$1,000.00/year No prorating.
	Private mooring permit fee, non-resident	\$1,800.00/year No prorating.
	Private mooring permit fee, commercial	\$1,920.00/year No prorating.
	Fees—Miscellaneous Services:	
	Copies	\$0.25/page
	Showers for anchored boaters only	\$1.00/person
	Holding Tank Pumpouts, up to first 50 gallons	\$5.00
	Holding Tank Pumpouts, gallons in excess of 50	\$0.10/gallon
	Late payment of winter storage fees	\$50.00 after 7th day of each month
	Late payment of private mooring fees	\$150.00 after February 15
	Truxtun Boat Launch	
	Per launch	\$10.00
	Annual pass, valid May 1 through April 30 each year	\$75.00
	Tucker St. Annual Boat Trailer Permit, Valid May 1 through April 30 each year	\$25.00
15.16.040	Port Wardens hearing application fee	\$200.00

16.04.010	Permit and inspection fee for tapping existing mains	
	50 square feet or less	\$125.00
	51 to 200 square feet	\$205.00
	Each additional 250 square feet or portion thereof	\$125.00
16.04.020	Tapping machine rental	
	Rental cost per inch but no charge for sprinkler main tapping	\$125.00
16.04.060	Utility Contractor inspection fee	4.5% of estimated construction cost; minimum of \$325.00
16.04.070	Chlorine or bacteria testing charge per test	\$125.00
16.16.160	Wastewater discharge permits	
	Significant industrial users per discharge location—five-year permit	\$5,385.00
	Late fee - all but significant industrial user	\$25.00
	Annual application fee for waste haulers that collect within the City	\$40.00
	Nonresidential users	
	Application fee for one-year permit	\$130.00
	Application fee for three-year permit	\$100.00/year
	Three-year Automotive permit—non-residential users	
	Automotive 1 annual permit fee	\$300.00/year

	Automotive 2 annual permit fee	\$200.00/year
	Conventional pollutants annual permit fee	\$120.00/year
	Dental 1 annual permit fee	\$220.00/year
	Dental 2 annual permit fee	\$100.00/year
	Food handling permit	
	Class 1 annual permit fee	\$360.00/year
	Class 2 annual permit fee	\$240.00/year
	Marina annual permit fee	\$200.00/year
	Photo Processing annual permit fee	\$200.00/year
	Other categories – annual permit fee	Total of laboratory costs incurred by the City as determined by the Director of Public Works
	Late fee - first month	\$25.00
17.08.080	Grading permit	
	Nonrefundable application fee for grading permit based on estimated cost of sitework	
	\$0.00 to \$50,000.00	\$475.00
	\$50,001.00 to \$100,000.00	\$675.00
	\$100,001.00 to \$200,000.00	\$850.00
	More than \$200,000.00	\$1,050.00
	Grading permit fee	\$475.00 + 5.4% of estimated cost of site work
	Reinspection Fee	\$200.00

17.09.070	Fee-in-lieu of planting - outside the Critical Area - Units of land less than 40,000 square feet	\$1,250.00/tree
	Fee-in-lieu of planting - outside the Critical Area - Units of land 40,000 square feet or greater	\$2,000.00/tree
17.09.070	Fee-in-lieu of planting - inside the Critical Area but not in the 100-foot Critical Area buffer - Units of land less than 40,000 square feet	\$1,250.00/tree
	Fee-in-lieu of planting - inside the Critical Area but not in the 100-foot Critical Area buffer - Units of land 40,000 square feet or greater	\$2,000.00/tree
17.10.180.B.	Watershed restoration	
	Single family dwelling	\$19.00/quarter
	Multi-family residential dwelling	\$9.50/dwelling/unit
	Nonresidential – 0 to 5,000 square feet of impervious area	\$19.00/quarter
	Nonresidential – 5,001 - 25,000 square feet of impervious area	\$94.00/quarter
	Nonresidential – 25,001 - 80,000 square feet of impervious area	\$397.00/quarter
	Nonresidential – more than 80,000 square feet of impervious area	\$1,228.00/quarter
17.11.390	Appeal to the Building Board of Appeals	\$250.00
17.12.026	Nonrefundable inspection fee for the use and occupancy permit	
	Residential unit	\$250.00/unit
	Commercial	
	900 square feet or less	\$0.325 per sq. ft.

	901 to 1,800 square feet	\$300.00
	1,801 to 2,700 square feet	\$325.00
	2,701 to 3,600 square feet	\$350.00
	3,601 to 5,000 square feet	\$375.00
	5,001 to 10,000 square feet	\$400.00
	10,001 to 25,000 square feet	\$0.05/square foot
	25,001 square feet or greater	\$0.04/square foot
17.12.052	Fee to submit new or revised construction drawings and submittals for review, based on estimated cost of construction	
	\$0.00 to \$10,000.00	\$100.00
	\$10,001.00 to \$15,000.00	\$150.00
	\$15,001.00 to \$25,000.00	\$200.00
	\$25,001.00 to \$100,000.00	\$350.00
	Greater than \$100,000.00	\$350.00 + 0.1% of the estimated cost in excess of \$100,000.00
	At option of Director, fee to submit revised construction drawings and submittals for outside review	\$100.00 + \$150.00/hour charged in quarter hour increments
17.12.056	Nonrefundable application fee based on estimated value of the work:	
	\$500.00 to \$25,000.00	\$100.00
	\$25,001.00 to \$50,000.00	\$150.00
	\$50,001.00 to \$75,000.00	\$200.00

	\$75,001.00 and more	\$200.00 plus 0.25% of estimated value in excess of \$75,000.00
	Permit Fees based on the estimated value of the work	
	\$500.00 to \$3,000.00	\$100.00
	\$3,001.00 to \$5,000.00	\$125.00
	\$5,001.00 to \$10,000.00	\$150.00
	\$10,001.00 and more	\$200.00 + 0.8% of the estimated value of work in excess of \$10,000.00
	Nonrefundable application fee for moving or demolishing a building	
	Residential properties	\$100.00
	Commercial properties	\$150.00
	Reinspection fee—Residential properties	\$100.00
	Reinspection fee—Commercial properties	\$150.00
17.16.040	Electrical permit and inspection fees	
	A. New dwelling units	
	200 ampere service or less	\$150.00
	More than 200 amperes	\$150.00 plus \$8.00 for each 100 amperes or fraction thereof in excess of 200 amperes
	New apartment dwelling units	80% of the fees for dwelling units

	New, nonresidential construction- service equipment	
	200 amperes or less	\$175.00
	More than 200, but no more than 300, amperes	\$225.00
	More than 300, but not more than 400, amperes	\$250.00
	More than 400 amperes, but not more than 1,200 amperes	\$250.00 + \$0.75 for each ampere in excess of 400 amperes
	More than 1,200 amperes	\$1,250.00 + \$2.50 for each ampere in excess of 1,200 amperes
	B. Additions, alterations or repairs to existing structures or services:	
	Rough Wiring. All switches, lighting and receptacles to be counted as outlets.	
	1 to 10 outlets	\$25.00
	11 to 40 outlets	\$50.00
	41 to 75 outlets	\$75.00
	More than 75 outlets	\$10.00/every 25 outlets or fraction thereof
	Rough wiring of fixtures:	
	1 to 10 fixtures	\$25.00
	11 to 40 fixtures	\$50.00
	41 to 75 fixtures	\$75.00

	More than 75 fixtures	\$10.00/every 25 fixtures or fraction thereof
	Heating, cooking equipment, and similar appliances that do not fall under 16.16.040 A and B:	
	First unit or outlet	\$30.00
	Each additional unit or outlet	\$5.00
	Electric motors, transformers, central heating and air conditioning units, electrical furnaces and welders:	
	Permanently installed electrical generators	
	1 kilowatts to 8 kilowatts	\$75.00
	Each additional 10 kilowatts or each fraction of 10 kilowatts	\$30.00
	Solar photovoltaic (PV) systems	\$10.00/module
	Fee for change in service size	\$75.00
	Swimming Pools:	
	Inground - Bonding	\$100.00
	Inground, lighting, fixtures, pumps and filters	\$50.00
	Above ground	\$45.00
	Protective Signaling Systems:	
	First 10 devices	\$80.00
	Each additional multiple of ten devices or part thereof	\$10.00

	Modular home or prefabricated structures must bear a sticker of approval from the U.S. federal government, the state, a national testing facility, or other recognized inspection bureau. When this sticker is in evidence, the flat rates below apply to each bank of transformers:	\$80.00
	Transformers, vaults - outdoor enclosures, outdoor substations:	
	Not over 200 KVA	\$80.00
	Over 200 to 500 KVA	\$125.00
	Over 500 KVA	\$130.00
	Temporary installations and decorative displays; temporary installations for carnivals, Christmas decorations, halls, churches, etc., where inspection is on a one-time basis	\$80.00
	Special services (such as annual inspections, hospital operating floors, motion picture equipment, mobile homes, etc.) or other conditions not provided for in the schedule shall be charged for on the basis of time required.	\$80.00/hour or fraction thereof, not to exceed the comparable fee for a new building in Schedule A
	C. The following permit fees shall apply to all other work and conditions in addition to subsections A and B:	
	Electrically operated signs	\$75.00
	Radio and television receiving installation	\$50.00
	Reinspection Fee - Residential	\$100.00
	Reinspection Fee - Commercial	\$150.00
	Failure to Notify	\$50.00
	Investigation Fee	\$75.00

17.16.010	Fee for preventative maintenance electrical permit	\$125.00
17.16.130	Fee for electrical contractors license	\$200.00/biennially
17.18.070	Permit fee for mechanical work permits based on estimated value of work:	
	\$0 to \$7,000	\$125.00
	\$7,001 to \$10,000.00	\$150.00
	More than \$10,000.00	\$100.00 + 0.6% of estimated value
	Reinspection Fee	
	Residential	\$100.00
	Commercial	\$150.00
	Failure to notify the department within the prescribed time that the work authorized by a validly issued mechanical permit is complete	\$50.00
	Investigation Fee	\$75.00
17.20.070	Permit fee to install or erect an item or engaging in any activity for which a permit is required under Chapter 17.20, except Fireworks Display Permit	
	\$0.00 to \$2,000.00	\$40.00
	\$2,001.00 to \$5,000.00	\$100.00
	\$5,001.00 to \$7,000.00	\$140.00
	\$7,001.00 to \$10,000.00	\$200.00
	More than \$10,000.00	2% of total cost
	Fireworks Display Permit	\$280.00

17.20.100	Fees for plan review and fire inspection	
	Fire Inspector	\$50.00/hour/inspector
	Fire Protection Engineer - outside contract	\$125.00/hour/fire protection engineer
	Reinspection fee	\$125.00
17.22.030	Fee for permit to perform any work on petroleum storage tank based on estimated value	
	\$0.00 to \$2,000.00	\$100.00
	\$2,001.00 to \$5,000.00	\$125.00
	\$5,001.00 to \$7,000.00	\$200.00
	\$7,001.00 to \$10,000.00	\$250.00
	More than \$10,000.00	\$200.00 + 0.6% of estimated value
17.24.070	Fee for license to do work as a master or restricted gasfitter or as a journeyman or restricted journeyman gasfitter	
	Master or restricted gasfitter license	\$200.00/biennially
	Master plumber and gasfitter license	\$200.00/biennially
	Journeyman or restricted journeyman gasfitter license	\$50.00/year
	Journeyman plumber and gasfitter license	\$50.00/year
17.24.090	Gas burner permit	The sum of the fixture charges plus the amount of the applicable gas service pipe charges set forth in this section.

	Gas service pipe charge, including inspection of the work by the City plumbing inspector, is based on the diameter as follows:	
	2½" or less	\$50.00
	3"	\$60.00
	4"	\$70.00
	6"	\$125.00
	8"	\$250.00
	10"	\$350.00
	12"	\$500.00
	Each fixture in addition to the first fixture	\$10.00
17.28.050	Fee for license for a master plumber and journeyman plumber	
	Master plumber	\$200.00/biennially
	Journeyman plumber	\$200.00/biennially
17.28.090	Connection Charges:	
	Sewer	
	City-installed 4-inch public sewer connection	\$9,400.00
	Water, including cost of meter:	
	City-installed 1-inch public water connection	\$8,400.00
	Capital facility charge:	
	Sewer per Equivalent Dwelling Unit	\$1,600.00

	Water per Equivalent Dwelling Unit	\$4,900.00
	Capital facility assessment charge per Code prior to adoption of Ordinance 0-37-11:	
	Sewer:	
	Per year, per residential unit, for 30 years (on construction after October 11, 1977)	\$50.00
	Per year, per residential unit, for 30 years (on construction between July 1, 1991 and permits initiated before December 19, 2011)	\$75.00
	Water:	
	Per year, per residential unit for 30 years (on construction after October 11, 1977)	\$50.00
	Per year, per residential unit, for 30 years (on construction between July 1, 1991 and permits initiated before December 19, 2011)	\$75.00
	Installation Charges:	
	Residential	\$60.00/first fixture
	Commercial	\$80.00/first fixture
	Each additional fixture if connected to public sewer	\$15.00
	Each additional fixture if connected to private sewer	\$30.00
	Each fixture omitted from original permit if connected to public sewer	\$20.00
	Each fixture omitted from original permit if connected to private sewer	\$40.00

	Special fixture charge:	
	Each grease trap	\$100.00
	Each oil interceptor	\$100.00
	Each water conditioning unit (single installation)	\$50.00
	Each gas hot water heater (single installation)	\$40.00
	Inspection charge:	
	Water installation	\$100.00
	Sewer installation	\$100.00
	Reconstruct private sewer	\$50.00
	Air-conditioning with water or drain connection	\$60.00
	Reinspection Fee	
	Residential	\$100.00
	Commercial	\$150.00
	Additional gas connection for gas hot water heaters	\$10.00
17.30.010	Annual, nonrefundable fee for utility contractor license	\$100.00
17.30.050	Reinspection Fee for utility permit	
	Residential	\$100.00
	Commercial	\$150.00

	Failure to Notify the Department of Planning and Zoning that work authorized by a validly issued utility permit is complete	\$75.00
	Investigation Fee	\$75.00
17.44.030.B	Short Term rental license for type of premises listed in 17.44.010.A other than bed and breakfast homes, hotels, motels, or inns	\$200.00
17.44.030.B	Standard rental operating license for type of premises listed in 17.44.010.A other than bed and breakfast homes, hotels, motels, or inns	\$100.00
17.44.030.B	Bed and breakfast home rental operating license	\$100.00/room
17.44.030.B	Hotel, motel, or inn rental operating license	\$100.00/room
17.44.040.B	Two-year rental operating licenses for premises consisting of fifty or more units that employs a full-time, on-site maintenance staff of three or more employees	\$200.00 biennially, billed in annual \$100.00 increments
17.44.040.D	Additional fee if application to renew rental license is not submitted at least 30 days prior to the expiration of existing license	\$100.00 + \$25.00/rental unit for every month of delinquency or fraction thereof
17.44.070.C	Reinspection fee	\$100.00
17.48.215	Annual Registration Fee for Vacant Building based on Period of Time Continuously Vacant	
	90 days to 2 years	\$300.00
	More than 2 years to 4 years	\$500.00
	More than 4 years	\$1,000.00
17.60.050	Permit fees for signs	
	Nonrefundable application fee for installation of signs	\$30.00

	Fees for installation of signs based on the cost of the sign	
	\$0—\$299	\$30.00
	\$300—\$500	\$35.00
	Over \$500.00	\$35.00 plus \$2.25 for each \$100.00 of cost or fraction thereof greater than \$500.00
	Billboard requiring a public hearing	\$35.00
17.60.060	Application fee seeking permission to erect, maintain or suspend a temporary sign or banner	\$30.00
20.12.020	Conditional approval of a preliminary plat of a subdivision	
	Nonrefundable application fee	
	Five lots or less	\$340.00/lot
	Six lots or more	\$620.00/lot
	Record plat amendment	\$500.00
21	Zoning certificate	\$35.00
21.10.050	Fees and deposits	
	Forest stand delineation submission fee for single residential lots less than five acres, including single family residential lots being subdivided where no additional buildable lots are being created.	\$250.00/submission or revised submission
	Forest stand delineation submission fee for all others. For the purposes of this fee schedule, "N" is defined as the number of submissions of a forest stand delineation by the same applicant for the	N times \$30.00 per acre or fraction thereof, plus \$850.00. Fee is for each submission or revised submission.

	same parcel. For example, for the first submission, N = 1, for the second submission, N = 2, etc.	
	Preliminary forest conservation plan application fee for single residential lots less than five acres, including single family residential lots being subdivided where no additional buildable lots are being created. This fee applies to an original submission and again for each subsequent revised submission.	\$250.00
	Preliminary forest conservation plan application fee for all others. For the purposes of this fee schedule, "N" is defined as the number of submissions of a preliminary forest conservation plan by the same applicant for the same parcel. For example, for the first submission, N = 1, for the second submission, N = 2, etc.	N times \$30.00 per acre or fraction thereof, plus \$850.00. Fee is for each submission or revised submission.
	Final forest conservation plan application fee for single residential lots less than five acres, including single family residential lots being subdivided where no additional buildable lots are being created.	\$250.00/submission or revised submission
	Final forest conservation plan application fee for all others. For the purposes of this fee schedule, "N" is defined as the number of submissions of a final forest conservation plan by the same applicant for the same parcel. For example, for the first submission, N = 1, for the second submission, N = 2, etc.	N times \$30.00/acre or fraction thereof, plus \$850.00. Fee is for each submission or revised submission.
	Forest mitigation bank application fee	\$850.00 plus \$30.00/acre or fraction thereof
21.16.030	Administrative Interpretations	\$420.00
21.18.020	Administrative Adjustments	\$110.00
21.20.020	Zoning District Boundary Adjustment	\$390.00
21.22	Site Design Plan Review (nonrefundable):	

	Preliminary, minor	\$200.00
	Preliminary, major (per acre or portion thereof)	\$280.00
	Final, minor	\$1,000.00 + \$280.00/acre or portion thereof
	Final, major	\$2,000.00 + \$280.00/acre or portion thereof
	Critical area - Buffer management plan	\$200.00
	Critical area - Simplified buffer management plan	\$60.00
	Neighborhood conservation	\$300.00
	Site Design Plan Review - Revisions	
	Minor	\$500.00 + \$280.00/acre or fraction thereof
	Major	\$1,000.00 + \$280.00/acre or fraction thereof
21.24	Planned Unit Development - Preliminary Review	
	For buildings over 45 feet in height	\$1,000.00 plus \$280.00/acre or fraction thereof
	For all others	\$2,000.00 plus \$280.00/acre or fraction thereof
	Planned Unit Development—Final review	
	For buildings over 45 feet in height	\$1,120.00 plus \$280.00/acre or fraction thereof
	For all others	\$11,200.00 plus \$280.00/acre or fraction thereof

	Planned Unit Development - Revision	
	For buildings over 45 feet in height	\$500.00 plus \$280.00/acre or fraction thereof
	For all others	\$1,000.00 plus \$280.00/acre or fraction thereof
21.26	Special Exceptions with or without site design	\$1,000.00
21.28	Variances	
	Single-family dwelling	\$225.00
	All Other Variances	\$390.00
21.34.020	Zoning Map Amendment	\$1,000.00
21.54.105	Fee-in-lieu of planting — inside the Critical Area buffer — Development less than 40,000 square feet	\$6.25/square foot
	Fee-in-lieu of planting — inside the Critical Area buffer — Development 40,000 square feet or greater	\$10.00/square foot
21.56.040	Application fee for a certificate of approval from the historic preservation	

	commission based on cost of work	
	Certificate of Approval - Public Hearing Application	1% of estimated cost; minimum of \$35.00; maximum of \$1,000.00
	Certificate of Approval - Administrative Application	1% of estimated cost; minimum of \$35.00; maximum of \$500.00.
	Certificate of Approval - "After the Fact" Public Hearing Application	1% of estimated costs; minimum of \$50.00; maximum of \$2,000.00
21.56.270	Newsrack certificate of approval/reinspection	\$35.00/newsrack
21.68.050	Determination of non-conforming uses	\$420.00
21.71.030.C.7	Declaration of intent noncompliance fee	\$10.00/square foot
21.71.110	Payment instead of afforestation and reforestation inside a priority funding area	\$10.00/square foot
	Payment instead of afforestation and reforestation outside of a priority funding area	\$12.00/square foot

22.20.040	Fee in lieu of public recreational space per each single-family detached dwelling unit	\$500.00
	Fee in lieu of public recreational space per each single-family attached dwelling unit	\$400.00
	Fee in lieu of public recreational space per each multifamily dwelling unit, two-family dwelling unit, or dwelling unit above the ground floor of nonresidential uses	\$250.00

PARKING FEES

Per the City Charter, Article VI, Section 2B(e)(7), the City Manager or the City Manager's designee may adjust parking rates in City-owned parking garages and parking lots to the extent permitted pursuant to 12.04.040 A.6 of the City Code. Section 12.04.040 A.6 provides that parking should be priced according to demand, i.e., that parking spaces in the highest demand should be priced at the highest rate.

HILLMAN GARAGE	
Daily Rates:	
First two hours for residents	Credit in an amount not to exceed the cost of two hours of parking at Hillman Garage
Up to one hour	\$3.00
Up to two hours	\$6.00
Up to three hours	\$10.00
Up to four hours	\$15.00
Maximum daily rate - (Rates reset at 6:00 a.m.)	\$20.00
Lost ticket	\$60.00
Monthly Rates:	
Restricted "Weekday" Pass (Monday to Friday, 7:00 a.m. to 7:00 p.m.)	\$225.00
Unrestricted monthly pass	\$250.00
Special Rates:	
Sundays - Enter after 6:00 a.m., exit before 2:00 p.m.	No charge
Park and Shop Coupons:	
4 coupons maximum	1 coupon = 1 hour at no charge

Park and shop coupon fee for businesses located in the City of Annapolis	\$0.55/coupon
Bed and Breakfast Coupon	50% discount
GOTTS GARAGE	
Daily Rates:	Credit in an amount not to exceed the cost of two hours of parking at Hillman Garage
Up to one hour	\$3.00
Up to two hours	\$6.00
Up to three hours	\$9.00
Up to four hours	\$12.00
Maximum daily rate - (Rates reset at 6:00 a.m.)	\$15.00
Lost ticket	\$45.00
Monthly Rates:	
Restricted "Weekday" Pass (Monday to Friday, 7:00 a.m. to 7:00 p.m.)	\$175.00
Unrestricted monthly pass	\$225.00
Special rates:	
8:00 p.m. to 6:00 a.m. or portion thereof	\$5.00
Sundays - Enter after 6:00 a.m., exit before 2:00 p.m.	No charge
Visitors' Center	One hour – no charge with coupon
Park and Shop Coupons:	
4 coupons maximum	1 coupon = 1 hour at no charge

Park and shop coupon fee for businesses located in the City of Annapolis	\$0.55/coupon
Bed and Breakfast Coupon	50% discount
Employee Evening Rate – Enter on or after 3 p.m.; exit by 6 a.m.	\$3.00 with coupon
KNIGHTON GARAGE	
Daily Rates:	
First two hours for residents	No Charge
Up to one hour	\$3.00
Up to two hours	\$5.00
Up to three hours, but less than five hours	\$8.00
Maximum daily rate – (Rates reset at 6:00 a.m.)	\$10.00
Lost ticket	\$30.00
Monthly Rates:	
Restricted "Weekday" Pass (Monday to Friday, 7:00 a.m. to 7:00 p.m.)	\$90.00
Unrestricted monthly pass	\$110.00
Special Rates:	
8:00 p.m. to 6:00 a.m. or portion thereof	\$3.00
Sundays – Enter after 6:00 a.m.; exit before 2 p.m.	
Park and Shop Coupons:	
4 coupons maximum	1 coupon = 1 hour at no charge

Park and shop coupon fee for businesses located in the City of Annapolis	\$0.55/coupon
Bed and Breakfast Coupon	50% discount
Employee Evening Rate – Enter on or after 3 p.m.; exit by 6 a.m.	\$3.00 with coupon
PARK PLACE GARAGE	
Daily Rates:	
First two hours for residents	No Charge
Up to one hour - nonresident	\$1.00
Up to two hours - nonresident	\$3.00
Up to three hours - all	Additional \$1.00
Up to four hours - all	Additional \$3.00
Up to 10 hours - all	Additional \$5.00
More than 10 hours – all	Additional \$10.00
Maximum daily rate – resident (Rates reset at 6:00 a.m.)	\$17.00
Maximum daily rate – nonresident (Rates reset at 6:00 a.m.)	\$20.00
Overnight Rate	\$25.00
Lost ticket	\$40.00
Monthly Rates:	
Restricted "Weekday" Pass (Monday to Friday, 7:00 a.m. to 7:00 p.m.)	\$70.00
Unrestricted monthly pass	\$80.00

Monthly reserved space pass	\$175.00
Special Rates:	
Sunday - enter after 6:00 a.m., exit before 2:00 p.m.	No charge
Park and Shop Coupons:	
4 coupons maximum	1 coupon = 1 hour at no charge
Park and shop coupon fee for businesses located in the City of Annapolis	\$0.55/coupon
Employee parking	\$3.00 with coupon
Juror parking	\$3.00 with coupon
LARKIN LOT	
Monthly Rates:	
Monthly unrestricted pass	\$225.00
Hourly	\$2.00
SOUTH STREET LOT	
Daily Rate:	
Each hour or portion thereof - all	\$5.00
Maximum daily rate	\$20.00
Monthly Rate:	
Unrestricted Monthly Pass	\$225.00

TRANSIT FARES	
Article VI, Section 9(b) of Charter of the City of Annapolis	
Base cash fare	\$2.00
Senior/Disabled/Student	\$1.00
Summer Youth Pass	\$35.00
ADA Service Cash Fare - one way	\$4.00
Day Pass: For Multiple Trips	\$4.00
Day Pass (Senior/Disabled/Student)	\$2.00
Weekly Pass - 7 day	\$20.00
Monthly Pass - 30 day	\$80.00
Quarterly Pass - 90 day	\$200.00
Annual Pass (July 1—June 30)	\$500.00
Circulator	None
Student fare during the School Year	None

"Student" means any City resident enrolled in grades K—12. "School Year" means the dates approved by the Anne Arundel County Board of Education establishing the first and last days of school for students.

RECREATION AND PARKS FEES

	City Resident	Nonresident
Stanton Center		
Gym Rental	\$55.00/hour or fraction thereof	\$63.00/hour or fraction thereof
Kitchen Rental	\$30.00/hour or fraction thereof	\$35.00/hour or fraction thereof
Meeting Room	\$25.00/hour or fraction thereof	\$30.00/hour or fraction thereof
Truxtun Picnic Pavilion #1	\$150.00/day	\$180.00/day
Truxtun Picnic Pavilion #2 or #3	\$100.00/day	\$130.00/day
Waterworks Permit:		
Monthly	\$10.00	\$15.00
Quarterly	\$30.00	\$45.00
Annual	\$100.00	\$125.00
Annapolis Walk	\$30.00	\$35.00
Field Rental	\$80.00/four-hour block	\$95.00/four-hour block
Tennis Courts	\$15.00/court/hour	\$20.00/court/hour
Basketball Courts	\$15.00/court/hour	\$20.00/court/hour
Park Rental for Wedding	\$500.00	\$600.00

LATCHKEY PROGRAM

Before School Care \$117.00 per month

After School Care \$222.00 per month

PIP MOYER RECREATION CENTER**Program Member**

Annual membership fee to register or participate in any program. Valid for one year. Renewal is January 1 each year.

	Resident	Nonresident
Corporate	\$1,750.00	\$2,013.00

Full Membership

Allows full access to facility (fitness centers, gym, play area, etc.). Unlimited use and discounts on programs. Year is 12 months from enrollment date.

	Annual		Annual Paid Monthly		Daily/Drop In	
	Resident	Nonresident	Resident	Nonresident	Resident	Nonresident
Adult	\$290.00	\$331.00	\$24.17	\$27.58	\$8.00	\$10.00
Senior/Youth	\$233.00	\$267.00	\$19.42	\$22.25	\$7.00	\$8.00
Daily Youth					\$6.00	\$7.00
Family of 4	\$643.00	\$738.00	\$53.58	\$61.50	N/A	N/A
Each additional child	\$110.00	\$127.00	\$9.17	\$10.58	N/A	N/A
Adult/Spouse	\$513.00	\$587.00	\$42.75	\$48.92	N/A	N/A

	30-day Access Pass		90-Day Access Pass	
	Resident	Nonresident	Resident	Nonresident
Adult	\$36.00	\$41.00	\$95.00	\$115.00
Senior/Youth	\$28.00	\$33.00	\$78.00	\$91.00
Family of 4	\$80.00	\$91.00	\$225.00	\$250.00
Each additional child	\$14.00	\$16.00	\$40.00	\$45.00
Adult/Spouse	\$62.00	\$71.00	\$175.00	\$205.00

Children 2 and under free with paying adult.

Family memberships and Adult/Spouse memberships require all members to reside at the same address.

Youth member - Age 3—17;

Senior member - Age 62 and older

Babysitting Services		
Hourly Rate	\$3.00/hour/first child	\$2.00/hour for each additional child
10-hour Punch Card	\$25.00	

FACILITY RENTALS – PIP MOYER RECREATION CENTER

Per Hour	Resident	Nonresident
Meeting Room	\$37.00/hour or fraction thereof	\$45.00/hour or fraction thereof
Meeting Room - After Hours	\$50.00/hour or fraction thereof	\$75.00/hour or fraction thereof
Full Meeting Space	\$110.00/hour or fraction thereof	\$132.00/hour or fraction thereof
Full Meeting Space - After Hours	\$123.00/hour or fraction thereof	\$145.00/hour or fraction thereof
Kitchenette	\$13.00/hour or fraction thereof	\$16.00/hour or fraction thereof
Single Court	\$60.00/hour or fraction thereof	\$75.00/hour or fraction thereof
Single Court - After Hours	\$75/hour or fraction thereof	\$90/hour or fraction thereof
Full Gymnasium	\$180.00/hour or fraction thereof	\$225.00/hour or fraction thereof
Full Gymnasium - After Hours	\$195.00/hour or fraction thereof	\$240.00/hour or fraction thereof
Auxiliary Gym	\$75.00/hour or fraction thereof	\$90.00/hour or fraction thereof
Auxiliary Gym - After Hours	\$90.00/hour or fraction thereof	\$105.00/hour or fraction thereof
Program Member Resident/Non Resident (\$5.00 discount)	Full Member Resident/Non Resident (\$10.00 discount)	

SUMMER PROGRAMS				
Multiple child discount for camps - \$10.00 off per child for each child in excess of one/family				
	City Resident	Nonresident	Before Care	After Care
Community Enrichment Camps - 6 weeks, 7:00 a.m. - 6:00 p.m. Includes Stanton Center	\$195.00	\$225.00	N/A	N/A
Camp Annapolis per two-week session	\$240.00	\$280.00	\$30.00	\$30.00
Splash and Specialty Camps per one-week session	\$150.00	\$170.00	\$30.00	\$30.00

SWIMMING POOL		
	City Resident	Nonresident
Adult	\$6.00/day	\$10.00/day
Child (12 and under) and Seniors (62 +)	\$4.00/day	\$7.00/day
Season Pass - Family	\$200.00/family of four. \$20.00 for each additional child	\$300.00/family of four. \$20.00 for each additional child
Season Pass - Youth Individual	\$130.00	\$180.00
Season Pass - Adult	\$190.00	\$240.00
Pool Party	\$250/two hours	\$300/two hours

ALCOHOLIC BEVERAGES
Chapter 7.12
Types and Classes of Licenses and Fees

A, Off sale, Package Goods Retail Store:

-1 Six a.m. to twelve midnight, Monday through Saturday

Beer	\$730.00
Beer and Light Wine	\$1,810.00
Beer, Wine, and Liquor	\$3,280.00

-2 Six a.m. to twelve midnight, seven days per week (Special Sunday License)

Beer	\$880.00
Beer and Light Wine	\$2,320.00
Beer, Wine, and Liquor	\$4,140.00

.b Plus Beer, Wine, and Liquor tasting

Beer, Light Wine, and Liquor	\$480.00
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.g Refillable Container with current off sale privilege

\$50.00

Refillable Container without current off sale privilege

\$500.00

B, Restaurant:

-1 Only with meals, six a.m. to twelve midnight, Monday through Saturday

Beer	\$510.00
Beer and Light Wine	\$1,190.00
Beer, Wine, and Liquor	\$1,890.00

-2 Only with meals, six a.m. to twelve midnight, seven days per week (Special Sunday License)

Beer	\$760.00
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	Beer and Light Wine	\$1,470.00
	Beer, Wine and Liquor	\$2,230.00
-3	On sale, six a.m. to twelve midnight, Monday through Saturday	
	Beer	\$680.00
	Beer and Light Wine	\$1,890.00
	Beer, Wine, and Liquor	\$2,940.00
-4	On sale, six a.m. to twelve midnight seven days per week (Special Sunday License)	
	Beer	\$1,190.00
	Beer and Light Wine	\$2,410.00
	Beer, Wine, and Liquor	\$3,800.00
.x	In addition, sales as authorized from twelve midnight to two a.m.	
	Beer	\$410.00
	Beer and Light Wine	\$1,020.00
	Beer, Wine, and Liquor	\$1,360.00
.a	In addition, off-sale Monday through Saturday during hours	
	Beer	\$210.00
	Beer and Light Wine	\$410.00
	Beer, Wine and Liquor	\$920.00
.b	In addition, off-sale Sunday during authorized hours (Special Sunday License)	
	Beer	\$110.00
	Beer and Light Wine	\$160.00
	Beer, Wine and Liquor	\$410.00
.g	Refillable Container with current off sale privilege	\$50.00

Refillable Container without current off sale privilege	\$500.00
C, Clubs:	
On sale, six a.m. to two a.m., seven days per week	
Beer	\$1,130.00
Beer and Light Wine	\$1,890.00
Beer, Wine, and Liquor	\$2,260.00
D, Taverns:	
-1 On sale, six a.m. to twelve midnight, seven days per week (Special Sunday License)	
Beer	\$1,130.00
Beer and Light Wine	\$2,070.00
Beer, Wine, and Liquor	\$3,090.00
.a In addition, off-sale, Monday through Saturday during authorized hours	
Beer	\$560.00
Beer and Light Wine	\$680.00
Beer, Wine, and Liquor	\$1,070.00
.b In addition, off-sale Sunday during authorized hours (Special Sunday License)	
Beer	\$160.00
Beer and Light Wine	\$250.00
Beer, Wine, and Liquor	\$420.00
.c Plus, on-Premise Wine Tasting	
Light Wine	33% of base fee
.g Refillable Container with current off sale privilege	\$50.00

Refillable Container without current off sale privilege	\$500.00
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E, Hotels:

-1 On sale, six a.m. to twelve midnight, seven days per week (special Sunday License)

Beer	\$1,020.00
Beer and Light Wine	\$2,410.00
Beer, Wine, and Liquor	\$3,460.00

.x In addition, sales as authorized from twelve midnight to two a.m.

Beer	\$610.00
Beer and Light Wine	\$1,020.00
Beer, Wine, and Liquor	\$1,890.00

.a In addition, off-sale Monday through Saturday during authorized hours

Beer	\$410.00
Beer and Light Wine	\$610.00
Beer, Wine, and Liquor	\$820.00

.b In addition, off-sale Sunday during authorized hours (Special Sunday License)

Beer	\$160.00
Beer and Light Wine	\$210.00
Beer, Wine, and Liquor	\$280.00

F, Yacht Clubs

On sale, all hours, seven days per week (Special Sunday License)

Beer	\$2,270.00
Beer and Light Wine	\$4,560.00
Beer, Wine, and Liquor	\$6,830.00

ICA, Institutions for the Care of the Aged

On sale, seven days per week, during authorized hours

Beer, Wine, and Liquor	\$2,660.00
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WB, Wine Bars

On and off sale, seven days per week, eleven a.m. to twelve midnight, Monday through Sunday

Beer and Wine	\$2,300.00
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Temporary Alcoholic Beverage Licenses

Temporary Special Class C License to Clubs

Beer	\$50.00/day
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Beer, Wine, and Liquor	\$75.00/day
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Temporary Special Class C License to Theaters

Beer, Wine and Liquor	\$5.00/day
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\$100.00 annual maximum

Application for Consumption on City Property

Beer, Wine, and Liquor	\$50.00/day
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City of Annapolis

Signature Copy

Resolution: R-27-20

160 Duke Of Gloucester
Street
Annapolis, MD 21401

File Number: R-27-20

Fiscal Year 2021 Fines Schedule - For the purpose of specifying fines that will be charged for Fiscal Year 2021; and providing for a delayed effective date.

**CITY COUNCIL OF THE
City of Annapolis**

Resolution 27-20

Introduced by: Mayor Buckley

**Referred to
Finance Committee
Financial Advisory Commission**

A RESOLUTION concerning

Fiscal Year 2021 Fines Schedule

FOR the purpose of specifying fines that will be charged for Fiscal Year 2021; and providing for a delayed effective date.

WHEREAS, pursuant to Title 1, Chapter 1.20 - General Penalty and Municipal Infractions, of the City Code, fines are authorized in the City Code and established by resolution of the City Council; and

WHEREAS, the City of Annapolis seeks to update the fines imposed for municipal infractions.

NOW THEREFORE BE IT RESOLVED BY THE ANNAPOLIS CITY COUNCIL that the Fiscal Year 2021 Fines Schedule shall be as attached.

AND BE IT FURTHER RESOLVED BY THE ANNAPOLIS CITY COUNCIL that the Fiscal Year 2021 Fines Schedule shall take effect on July 1, 2020, or on the date of adoption, whichever date is later.

EXPLANATION

UPPERCASE indicates matter added.
~~Strikethrough~~ indicates matter stricken.
Underlining indicates amendments.

ADOPTED this 8th day of June, 2020.

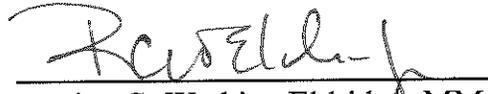
Aye: 9 Mayor Buckley, Alderwoman Tierney, Alderman Paone,
Alderwoman Pindell Charles, Alderwoman Finlayson, Alderman
Rodriguez, Alderman Savidge, Alderman Arnett and Alderman
Gay

THE ANNAPOLIS
CITY COUNCIL


Gavin Buckley

Date 6/25/2020

ATTEST


Regina C. Watkins-Eldridge, MMC

Date 6/25/2020

FINES SCHEDULE – FISCAL YEAR 2021

R-27-20

Code Reference	Description	Fine for Initial Offense	Fine for Repeat or Continuous Violations
7.08.010.B	Billiard and pool tables	Not to exceed \$100.00 or imprisonment for not to exceed 90 days or both	Not to exceed \$100.00 or imprisonment for not to exceed 90 days or both
7.08.070.A	Amusement license violation	Not to exceed \$100.00 or imprisonment for not to exceed 90 days or both	Not to exceed \$100.00 or imprisonment for not to exceed 90 days or both
7.12.100.C	Public consumption and possession	Not to exceed \$500.00 or imprisonment for not to exceed 90 days or both	Not to exceed \$500.00 or imprisonment for not to exceed 90 days or both
7.12.140	Alcohol License— Suspension— Revocation—Fines	Suspension of license or fine not to exceed \$2,000.00	Suspension of license or fine not to exceed \$2,000.00
7.12.350.B	Allowing alcohol consumption without license	Not to exceed \$250.00	Not to exceed \$250.00
7.12.370	Minor—Sale or providing to	\$100.00	\$500.00
7.12.390.C	Minors— Misrepresenting age	Not to exceed \$500.00 or imprisonment for not to exceed 90 days or both	Not to exceed \$500.00 or imprisonment for not to exceed 90 days or both
7.12.410.B	Minors—Purchase, consumption, or possession of alcoholic beverages	Not to exceed \$500.00 or imprisonment for not to exceed 90 days or both	Not to exceed \$500.00 or imprisonment for not to exceed 90 days or both
7.12.420.E	Possession or consumption on public highways	Not to exceed \$500.00 or imprisonment for not to exceed 90 days or both	Not to exceed \$500.00 or imprisonment for not to exceed 90 days or both

7.24.050	Fortunetelling violation	Not to exceed \$100.00 or imprisonment for not to exceed 90 days or both	Not to exceed \$100.00 or imprisonment for not to exceed 90 days or both
7.28.040	Open air market and Markethouse violation	\$10.00	\$10.00
7.32.100.B	Massage parlor license violation	Not to exceed \$100.00 or imprisonment for not to exceed 90 days or both	Not to exceed \$100.00 or imprisonment for not to exceed 90 days or both
7.40.095	Peddlers, Hawkers and Itinerant Merchants violation	\$200.00	\$200.00
7.42.040	Sidewalk café violation	\$100.00 per day plus costs	\$100.00 per day plus costs
7.48.060	Taxicab violation	Not to exceed \$150.00 per day	Not to exceed \$150.00 per day
7.48.410	Providing false information for taxicab permit	\$200.00	\$200.00
7.48.500.C	Taxicab permit violation	\$200.00	\$200.00
7.52.190	Towing company violation	\$100.00 plus costs	\$100.00 plus costs.
8.04.030.B	Animal disturbance prohibited	\$50.00	\$50.00
8.04.040	Intentional mutilation of animals	Not to exceed \$1,000.00 or by imprisonment not to exceed one year or both	Not to exceed \$1,000.00 or by imprisonment not to exceed one year or both
10.06.010	False alarms	\$100.00 for third and fourth false alarms in a 365-day period	\$200.00 for fifth and all subsequent false alarms in a 365-day period
10.08.010.B	Abandoned refrigerator	\$100.00 per day	\$100.00 per day

Appendix-5

10.16.100	Notice to remove refuse accumulation	\$100.00 per day	\$100.00 per day
10.16.130	Garbage/refuse violation	\$100.00 per day	\$100.00 per day
10.16.220.B	Littering during removal	\$100.00 per day	\$100.00 per day
10.20.040	Grass and weed control	\$200.00 per day	\$200.00 per day
10.24.020	Standing water	\$100.00 per day	\$100.00 per day
10.28.160	Swimming pool violation	Not to exceed \$100.00 or imprisonment for not to exceed 30 days or both	Not to exceed \$100.00 or imprisonment for not to exceed 30 days or both
10.34.040	Use and application of lawn fertilizer	\$100.00 per improper application by a non-commercial entity. \$500.00 per improper application by a commercial entity.	\$100.00 per improper application by a non-commercial entity. \$500.00 per improper application by a commercial entity.
10.34.060	Sale of lawn fertilizer containing phosphorous.	\$500.00 per violation for displaying for sale lawn fertilizer containing phosphorous or for not displaying required signage	\$500.00 per violation for displaying for sale lawn fertilizer containing phosphorous or for not displaying required signage
11.04.060	Offense against public officer	Not to exceed \$1,000.00 or imprisonment for not to exceed 90 days or both	Not to exceed \$1,000.00 or imprisonment for not to exceed 90 days or both
11.12.025.B	Security alarms	\$400.00 per day	\$400.00 per day
11.12.050	Parades and assemblies—permit required	\$100.00	\$100.00
11.12.060.C	Loitering	Not to exceed \$100.00 or imprisonment not exceeding 90 days or both	Not to exceed \$100.00 or imprisonment not exceeding 90 days or both

11.12.065.C	Loitering for the purpose of engaging in prostitution violation	Not to exceed \$100.00 or imprisonment not exceeding 90 days or both	Not to exceed \$100.00 or imprisonment not exceeding 90 days or both
11.12.067.E	Loitering in drug-loitering free zones	Not to exceed \$1,000.00 or imprisonment not exceeding six months or both	Not to exceed \$1,000.00 or imprisonment not exceeding six months or both
11.12.068	Aggressive panhandling	Not less than \$25.00 or more than \$500.00 or by imprisonment not exceeding 90 days, or both	Not less than \$25.00 or more than \$500.00 or by imprisonment not exceeding 90 days, or both
11.12.120	Public peace and order violation	\$100.00 per day	\$100.00 per day
11.14.030	Morals and conduct violation	Not to exceed \$1,000.00 or imprisonment not exceeding 90 days or both	Not to exceed \$1,000.00 or imprisonment not exceeding 90 days or both
11.16.040.D	Animal excrement removal	\$100.00 per day	\$100.00 per day
11.16.050.B	Public urination and defecation	Not to exceed \$1,000.00 or imprisonment not exceeding 90 days or both	Not to exceed \$1,000.00 or imprisonment not exceeding 90 days or both
11.32.080	Fair housing violation	Not to exceed \$100.00 plus costs or imprisonment not exceeding 30 days or both	Not to exceed \$100.00 plus costs or imprisonment not exceeding 30 days or both
11.36.030.D	Littering	\$250.00 per day	\$250.00 per day
11.36.070	Graffiti	\$250.00 or imprisonment not exceeding 90 days or both	\$1,000.00 or imprisonment not exceeding 90 days or both
11.36.090.B	Vandalism of public roads	Not to exceed \$1,000.00 or imprisonment not exceeding 90 days or both	Not to exceed \$1,000.00 or imprisonment not exceeding 90 days or both
11.36.100.B	Vandalism—Signs and notices	Not to exceed \$1,000.00 or imprisonment not exceeding	Not to exceed \$1,000.00 or imprisonment not exceeding

		90 days or both plus cost of damages	90 days or both plus cost of damages
11.36.110.B	Vandalism—Trees and fences	Not to exceed \$1,000.00 or imprisonment not exceeding 90 days or both plus cost of damages	Not to exceed \$1,000.00 or imprisonment not exceeding 90 days or both plus cost of damages
11.36.120.B	Vandalism—Utility poles and fixtures	Not to exceed \$1,000.00 or imprisonment not exceeding 90 days or both	Not to exceed \$1,000.00 or imprisonment not exceeding 90 days or both
11.40.010	Proclamation by Mayor.	Not to exceed \$100.00 or imprisonment not exceeding 30 days or both	Not to exceed \$100.00 or imprisonment not exceeding 30 days or both
11.44.010.C	Discharging firearms	Not <u>LESS THAN \$250.00</u> <u>AND NOT</u> to exceed \$500.00 <u>1,000.00</u>	Not <u>LESS THAN \$500.00</u> <u>AND NOT</u> to exceed \$500.00 <u>2,000.00</u>
11.44.060.D	BB guns, slingshots, bows and arrows, large rocks and similar devices	Not to exceed \$100.00 <u>500.00</u> or imprisonment not <u>TO EXCEED</u> exceeding <u>90</u> 60 days or both	Not to exceed \$100.00 <u>500.00</u> or imprisonment not <u>TO EXCEED</u> exceeding <u>90</u> 60 days or both
11.48.050	Emergency preparedness violations	Not to exceed \$1,000.00 or imprisonment not exceeding 90 days or both	Not to exceed \$1,000.00 or imprisonment not exceeding 90 days or both
12.08.140	Speed monitoring systems	Not to exceed \$40.00	Not to exceed \$40.00
12.12.050	Disobeying crossing guard	Not to exceed \$100.00	Not to exceed \$100.00
12.16.070.B	Repairing vehicle in street	\$100.00 per day	\$100.00 per day
12.16.080.B	Washing vehicle on street	\$100.00 per day	\$100.00 per day

12.16.090.B	Loads or wheels that litter streets	\$100.00 per day	\$100.00 per day
12.16.100.B	Vehicles or treads that damage roads	\$100.00 per day plus damages	\$100.00 per day plus damages
12.20.010.B	Obstructing driveway	\$200.00	\$200.00
12.20.020.B	Parking adjacent to red-lined curb, bus stop zone or fire hydrant zone	\$300.00	\$300.00
12.20.025.C	Crosswalk	\$300.00	\$300.00
12.20.030.B	Parking adjacent to yellow-lined curb	\$50.00	\$50.00
12.20.040.B	Parking with left side to curb	\$50.00	\$50.00
12.20.050.B	Backing vehicle to curb	\$50.00	\$50.00
12.20.060.C	Angle parking	\$50.00	\$50.00
12.20.065.B	Parking vehicles alongside of other stopped or parked vehicles	\$50.00	\$50.00
12.20.070.B	Parking more than twelve inches from curb	\$50.00	\$50.00
12.20.075.B	Blocking driveway entrances to fire stations	\$500.00	\$500.00
12.20.080.B	Leaving motor vehicle unattended	\$50.00	\$50.00
12.20.085.B	Places where stopping is prohibited by signs	\$50.00	\$50.00

12.20.090.BA	Parking reserved for persons with disabilities	\$500.00	\$500.00
12.20.090.B	<u>PARKING RESERVED FOR PLUG-IN ELECTRIC DRIVE VEHICLES ACTIVELY CHARGING</u>	<u>\$100.00</u>	<u>\$100.00</u>
12.20.095.B	Parking within thirty feet of approach to flashing signal, etc.	\$50.00	\$50.00
12.20.100.C	Motor vehicle weight limits in residential district zones	\$100.00 plus damages.	\$100.00 plus damages
12.20.110.H	Parking trailers	\$50.00	\$50.00
12.20.115.C	Parking of motor homes on city streets.	\$100.00	\$100.00
12.20.120.B	Parking buses	\$100.00	\$100.00
12.20.130.B	Posted "No Parking"	\$100.00	\$100.00
12.20.140.B	Parking on sidewalks prohibited	\$100.00	\$100.00
12.20.150.B	Being on median strips prohibited	\$100.00	\$100.00
12.20.180.B	Eight-hour parking on King George Street between Wagner Street and the King George Street Bridge	\$50.00	\$50.00

12.20.185B	Nine-hour parking on St. Johns Street	\$50.00	\$50.00
12.20.190.B	Two-hour parking on State Circle	\$50.00	\$50.00
12.20.200.D	Removal of vehicle parked for longer than forty-eight hours or in prohibited area	\$150.00	\$150.00
12.20.240.C	Failure to pay parking fine	Failure to pay fine within 15 days shall result in additional fine of \$10.00. Failure to pay within 23 days shall result in additional fine of \$15.00 and notification to the Maryland Motor Vehicle Administration, which may assess administrative fees and refuse to permit the registration or transfer of the registered owner's vehicle.	Failure to pay fine within 15 days shall result in additional cost of \$10.00. Failure to pay within 23 days shall result in additional cost of \$15.00 and notification to the Maryland Motor Vehicle Administration, which may assess administrative fees and refuse to permit the registration or transfer of the registered owner's vehicle.
12.24.050.C	Direction of vehicle in space.	\$50.00	\$50.00
12.24.055	Number of vehicles in a single space	\$50.00	\$50.00
12.24.070.B	Parking in metered space for more than two hours	\$50.00	\$50.00
12.24.090.B	Depositing slugs	\$50.00 plus damages	\$50.00 plus damages
12.24.130	Parking at expired meter	\$50.00	\$50.00
12.28.170	Parking places and parking lots	\$250.00	\$500.00
12.32.190.A.	Parking permit violation	\$50.00	\$70.00 for second violation in a 12-month period. \$105.00 for

			a third violation in a 12-month period. \$140.00 for a fourth or fifth violation in a 12-month. For more than five violations in a 12-month period, the vehicle may be impounded.
12.32.190.B.	Failure to pay fine timely	Failure to pay fine within 15 days shall result in a doubling of the initial fine and notification to the Maryland Motor Vehicle Administration, which may assess administrative fees and refuse to permit the registration or transfer of the registered owner's vehicle.	Failure to pay fine within 15 days shall result in a doubling of the initial fine and notification to the Maryland Motor Vehicle Administration, which may assess administrative fees and refuse to permit the registration or transfer of the registered owner's vehicle.
12.32.200	Violation—Unlawful usage or display— Penalty	Not to exceed \$200.00 or imprisonment for three days or both.	Not to exceed \$200.00 or imprisonment for three days or both.
12.36.020.B	Interference with emergency equipment	\$100.00	\$100.00
12.40.040.B	Depositing snow on cleared street	\$50.00 per day	\$50.00 per day
12.44.030.A	Wrecked or inoperable vehicles on public property	\$50.00 plus damages	\$100.00 plus damages
12.44.040.B	Keeping wrecked or discarded vehicles	\$100.00 per day	\$100.00 per day
12.48.030	Playing in streets violation	\$50.00	\$50.00
12.54.040	Nonstandard vehicle violation	Not to exceed \$100.00 per day	Not to exceed \$100.00 per day
14.04.040.B	Wheelchair ramps	\$250.00 per day	\$250.00 per day

14.04.050.B	Sidewalk maintenance by abutting owner	\$100.00 per day	\$100.00 per day
14.08.010.C	Driveway construction without permit	\$100.00 per day	\$100.00 per day
14.12.080.C	Plant, remove, maintain and protect public trees without permit	\$500.00 per day	\$500.00 per day
14.12.095.H	Tree conservation area—tree removal	\$500.00	\$500.00
14.12.150.E	Pruning and removal of trees	\$200.00 per day	\$200.00 per day
14.16.020.D	Parking during scheduled street cleaning	\$50.00	\$50.00
14.18.160.D	Opening streets in Historic District after mass participation sports event	\$500.00 per half-hour	\$1,000.00 per half-hour
14.18.180	Special Event violations	\$300.00	\$500.00
14.20.010.C	Obstructing street without permit	\$100 per day	\$100.00 per day
14.20.030.B	Digging up, relaying or obstructing street without permit	\$100.00 per day	\$100.00 per day
14.20.050	Public street obstruction	\$100.00	\$100.00
14.20.060	Permitting sidewalk or gutter obstruction—obstructive or dangerous trees	\$100.00 per day	\$100.00 per day
14.20.070.B	Sidewalk sales	\$100.00 per day	\$100.00 per day

14.20.080	Building encroachments on sidewalk	\$100.00 per day	\$100.00 per day
14.20.100	Removal of encroaching structures	\$100.00 per day	\$100.00 per day
14.24.010.B	Adjoining occupant to clear sidewalk	\$100.00 per day	\$100.00 per day
14.30.020	Safely undergrounding utilities	\$500.00 per day	\$500.00 per day
15.04.040.B	Compliance with harbormaster during a declared public emergency	Not to exceed \$1,000.00 or imprisonment not exceeding 90 days or both	Not to exceed \$1,000.00 or imprisonment not exceeding 90 days or both
15.06	Violation of rules for vessels and persons using City waters and shores	\$100.00	\$100.00
15.10.120.D	Restricted mooring and anchoring areas	Not to exceed \$100.00	Not to exceed \$100.00
15.14.040	House barges violation	\$100.00	\$100.00
15.20.110.D	Mooring without permit	\$100.00	\$100.00
15.20.120.B	Not posting mooring permit	\$100.00	\$100.00
15.20.160.C	Unlicensed or unauthorized structures	\$100.00	\$1,000.00
15.24.040	Harbor/waterfront— Construction noncompliance	\$100.00 per day	\$1,000.00 per day
16.04.010.F	Tapping existing water and sewer mains	\$1,000.00 plus damages	\$1,000.00 plus damages

16.04.040.B	Air-conditioning discharge into public way or stormwater drain	\$200.00 per day	\$200.00 per day
16.08.010.B	Opening fireplugs—turning water on or off	\$1,000.00 plus damages	\$1,000.00 plus damages
16.16.320.C and D	Sewer service—violation	\$1,000.00 per day	\$1,000.00 per day
16.16.350.B	House sewer—maintenance	\$200.00 per day	\$200.00 per day
17.08.295	Grading, erosion, sediment control	\$500.00 per day	\$1,000.00 per day
17.09.140.C	Unapproved removal of trees in development areas	\$1,000.00 per day	\$1,000.00 per day
17.11.470	Floodplain violation	\$500.00 per day	\$500.00 per day
17.12.024.E	Building code—Use and occupancy permit	\$200.00 per day	\$200.00 per day
17.12.042	Dangerous structural condition	\$500.00 per day	\$500.00 per day
17.12.053.D	Building contractor license	\$200.00 per day	\$200.00 per day
17.12.055.F	Display of address	\$200.00 per day	\$200.00 per day
17.12.056.D	Moving or demolishing building or transporting an oversize load without a permit	\$200.00 per day	\$1,000.00 per day
17.12.058.L	Commencing work without approval	\$200.00 per day	\$1,000.00 per day

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17.12.062.A	Unapproved construction	\$200.00 per day	\$1,000.00 per day
17.12.064	Building Code Violation	\$200.00 per day	\$500.00 per day
17.12.092	Unlawful continuance	\$500.00 per day	\$500.00 per day
17.16.110.A	Electrical code violation	\$200.00 per day	\$200.00 per day
17.16.130.A	Mechanical code violation	\$200.00 per day	\$200.00 per day
17.20.120.A	Fire prevention code violation	\$250.00	Second notice: \$500.00. Third notice: \$750.00. In excess of three notices: \$1,000.00 per notice
17.22.100.A	Petroleum storage facilities enforcement	\$200.00 per day	\$200.00 per day
17.24.280	Gas code violation	\$200.00 per day	\$200.00 per day
17.28.150	Plumbing code violation	\$200.00 per day	\$200.00 per day
17.28.160	Violation—Termination of water service	\$1,000.00 per day	\$1,000.00 per day
17.30.090.A	Utility installation violation - commencing work without permit	\$500.00 per day	\$500.00 per day
17.30.090.C	Utility installation violation of trench protective measures	\$100.00 per day	\$400.00 per day
17.40.735	Foreclosure registration	\$50.00 per day after fifth day	\$50.00 per day after sixth day
17.40.890.A	Residential housing standards violation - failure to comply with notice	\$200.00 per day	\$200.00 per day

17.40.890.B	Residential housing standards violation failure to comply with schedule	\$1,000.00 per day	\$1,000.00 per day
17.44.010.B	Failure to maintain a rental unit license	\$200.00 per day	\$200.00 per day
17.44.020.B	Failure to maintain the notice pertaining to unlawful occupancy of an unlicensed premises	\$100.00 per day	\$100.00 per day
17.44.060	Complaints, suspensions, and revocations of rental licences	\$100.00 per day	\$100.00 per day
17.44.080.B	Revocation, vacating premises, and condemnation penalties	\$100.00 per day	\$100.00 per day
17.48.350	Nonresidential property maintenance	\$200.00 per day	\$200.00 per day
17.60.160	Signs—Violations	\$100.00 per day	\$200.00 per day
21.36.030	Planning and zoning infraction	\$500.00 per day	\$1,000.00 per day
21.56.120	Historic preservation violation	\$100.00 200.00 per day	\$200.00 500.00 per day
21.71.180	Forest Conservation Act—Enforcement	\$500.00	\$500.00