City of Bowie
Regular City Council Meeting

Tuesday, February 21, 2023
Council Chambers - 8 p.m.

AGENDA

I. CALL MEETING TO ORDER

II. PLEDGE OF ALLEGIANCE

III. QUORUM

IV. AGENDA ADDITIONS/DELETIONS/AMENDMENTS

V. CITIZEN PARTICIPATION

VI. PRESENTATIONS

A. Administration of Oath of Office by Mayor Timothy J. Adams to:

Jarryd Hawkins	At-Large
Clinton Truesdale, Sr.	District 3

B. Remarks by Newly Appointed Councilmembers

C. Presentation of Proclamation P-3-23 to the Bowie High School Marching Band

VII. CITY BOARDS AND COMMITTEES

A. Appointments/Reappointments/Swearing-In

VIII. COUNCIL ANNOUNCEMENTS

IX. CITY MANAGER'S REPORT

X. CONSENT AGENDA

A. Adoption of Resolution R-11-23 Accepting Bid for the Replacement of Generators and Automatic Transfer Switches at Water Well and Wastewater Pump Station Facilities

B. Adoption of Resolution R-12-23 Accepting Bid Proposal for Maintenance of Roadside Drainage Swales

C. Adoption of Resolution R-13-23 Waiving the Competitive Bidding Requirement of Section 61 "Purchasing and Contracting" of the Charter of the City of Bowie and Authorizing the City Manager to Enter Into an Agreement for the Purchase of Two (2) Generac Mobile Light Towers

XI. OLD BUSINESS

XII. NEW BUSINESS

A. FY23 Mid-Year Budget Report – Staff will update Council on City finances and progress towards the completion of budget objectives

B. Employee Comp Time Policies – Staff will brief Council on employee policies regarding comp time

C. Pickleball Courts at Glen Allen Park – Council will have discussion on the possibility of moving up the construction of pickleball courts at Glen Allen Park.

D. Discussion/Request for Approval for a retirement celebration in honor of Judge Shelia Adams

E. Discussion/Request for Approval for naming the City's Dog Park in honor of Dennis Brady

XIII. ADJOURNMENT

Note: The Ethics Commission has advised that under certain circumstances, members of the public may qualify as lobbyists when they testify before the City Council. If so, the Bowie Ethics Ordinance requires that certain information be filed with the Ethics Commission. Please review the information about lobbying that is provided with the City Clerk. If you have any questions about lobbying, please contact the Ethics Commission or the Assistant City Manager.

This meeting will be televised live on Verizon Channel 10 and Comcast Channel 71 and 996, repeated on 2/22/23 and 2/25/23 at 7:00 p.m., and web-streamed live.

For a closed-captioned version of the meeting video, please go to https://www.youtube.com/user/cityofbowiemd/playlists and select the 2023 Council Meetings list. Once the meeting video opens, be sure to click on "CC" button to turn on closed captioning.

NEXT REGULAR MEETING OF THE BOWIE CITY COUNCIL - MONDAY, MARCH 6, 2023 - COUNCIL CHAMBERS - 8:00 P.M.

Memorandum

TO: City Council

FROM: Alfred Lott, City Manager

SUBJECT: Proclamation P-3-23

DATE: 02/16/2023

Proclamation P-3-23 recognizes the Bowie High School Marching Band for their performance at the Governor and Lieutenant Governor's inauguration ceremony.

ATTACHMENTS: 1. 20230221 - Proclamation P-3-23

PROCLAMATION
OF THE COUNCIL OF THE CITY OF BOWIE, MARYLAND
RECOGNIZING THE BOWIE HIGH SCHOOL MARCHING BAND

WHEREAS, the inauguration of the Governor and Lieutenant Governor is an important day in Maryland; and

WHEREAS, the inauguration of Governor Wes Moore and Lieutenant Governor Aruna Miller on January 18, 2023 was a historic event; and

WHEREAS, Governor Moore became the state's first black governor and Lieutenant Governor Miller became the state's first immigrant and woman of color to become lieutenant governor; and

WHEREAS, Bowie High School has an excellent marching band with talented musicians who work well together to perform incredible music; and

WHEREAS, the Bowie High School Marching Band represented their school and our community exceptionally well when they had the honor of being chosen to perform as part of the inauguration ceremony of Governor Moore and Lieutenant Governor Miller.

NOW, THEREFORE, BE IT PROCLAIMED that the Council of the City of Bowie, Maryland hereby recognizes and honors the Bowie High School Marching Band for their hard work, dedication, and the important role they played in the historic inauguration of Governor Moore and Lieutenant Governor Miller.

INTRODUCED AND PASSED by the Council of the City of Bowie, Maryland at a Regular Meeting on February 21, 2023.

Attest:

____
Timothy J. Adams, Mayor

____
Awilda Hernandez, City Clerk

Memorandum

TO: City Council

FROM: Awilda Hernandez, City Clerk

SUBJECT: City Committee Appointments/Reappointments/Swearing-In

DATE: 02/16/2023

Committee Appointments and Swearing-in:

1. Mr. Leslie Kaunitz was interviewed on February 6 for appointment to the Public Safety Committee. Council concurred to appoint him to the committee as a member for a 2-year term. Please move to appoint him.

ATTACHMENTS: None

Memorandum

TO: City Council

FROM: Alfred Lott, City Manager

SUBJECT: Automatic Transfer Switch (ATS) – Pump Stations #1, #3, #4, #8
Generator/ATS Replacement – Pump Station #2 Belair Drive
Generator/ATS Replacement – Well #1/#2R Brierdale Lane
Resolution R-11-23

DATE: 02/16/2023

Legal notices were placed and bid packages were sent to firms for the replacement of generators and automatic transfer switches at water well and wastewater pump station facilities. At the close of bidding at 11:00 a.m., Friday, January 27, 2023, four (4) bid proposals were received from the following:

Power Quality, Inc. Rockville, Maryland	$198,144.00
Fresh Air Concepts, LLC Linthicum, Maryland	$278,317.00
Ebenezer Electric, LLC Woodbridge, Virginia	$329,468.00
National Electrical Services, Inc. Broomes Island, Maryland	$359,784.72

After careful review of the proposals submitted, it was determined that Power Quality, Inc. was non-responsive. However, Fresh Air Concepts, LLC had submitted a responsive and responsible bid proposal for a cost of $278,317.

The total cost for the wastewater facilities is $130,282. The generator/ATS replacement at Pump Station #2 is $85,000, which exceeds the $60,000 budget. However, there are sufficient funds in the machinery/equipment fund to absorb the overage. The total cost for the ATS's at the pump station facilities is $45,250 and will be paid from the improvements other than buildings fund in the Capital Outlays account.

The total cost for the water well generator/ATS is $148,035, which exceeds the $140,000 budget. However, there are sufficient funds in the machinery/equipment fund to absorb the overage.

The Public Works Department recommends that the bid proposal from Fresh Air Concepts, LLC be accepted.

I concur with the above recommendation to award to Fresh Air Concepts, LLC at a cost of $278,317 and request your approval of Resolution R-11-23.

ATTACHMENTS: 1. 20230221 - Resolution R-11-23

RESOLUTION OF THE COUNCIL OF THE CITY OF BOWIE, MARYLAND ACCEPTING BID FOR THE REPLACEMENT OF GENERATORS AND AUTOMATIC TRANSFER SWITCHES AT WATER WELL AND WASTEWATER PUMP STATION FACILITIES

WHEREAS, advertisements were placed and requests for proposals were sent to firms for the replacement of generators and automatic transfer switches at water well and wastewater pump station facilities; and

WHEREAS, at the close of bidding at 11:00 a.m., Friday, January 27, 2023, the City received four (4) bid proposals; and

WHEREAS, after a careful review of the bid proposals submitted, it was determined that Fresh Air Concepts, LLC had submitted a responsible and responsive bid proposal.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Bowie, Maryland, that the Council hereby accepts the bid proposal of Fresh Air Concepts, LLC at a cost of $278,317 and hereby directs the City Manager to sign a contract with Fresh Air Concepts, LLC.

INTRODUCED AND PASSED by the Council of the City of Bowie, Maryland at a Regular Meeting on February 21, 2023.

ATTEST:	**THE CITY OF BOWIE, MARYLAND**
______________________	______________________
Awilda Hernandez	Timothy J. Adams
City Clerk	Mayor

Memorandum

TO:	City Council
FROM:	Alfred Lott, City Manager
SUBJECT:	Bid Award for Drainage Swale Maintenance Resolution R-12-23
DATE:	02/16/2023

A legal notice was placed on eMaryland Marketplace and on the City's website on December 20, 2022 for the Maintenance of Roadside Drainage Swales. Bids were opened and publicly read on Wednesday, January 18, 2023 at 11am. The following is a tabulation of the bids received:

Bright Masonry, Inc. Fairfax, VA	$58,000
Dirt Plus, Inc. Upper Marlboro, MD	$77,000
Hollywood Contracting, LLC Huntingtown, MD	$82,200
SFMS, LLC Bethesda, MD	$115,598
E&R Services, Inc. Lanham, MD	$116,000
Muller Erosion & Site Services, Inc. Falls Church, VA	$169,390
Sunny Acres Landscaping, Inc. Davidsonville, MD	$192,400
Stormwater Maintenance, LLC Sparks, MD	$192,680
Level Land, Inc. Woodbine, MD	$235,600
Pay Dirt, LLC	

Edgewater, MD $375,400

Ross Contracting, Inc.
Mt. Airy, MD $436,000

Environmental Resources Group, Inc.
Ashton, MD $1,599,152

Based on the bids and reference checks, Bright Masonry, Inc. of Fairfax, VA was determined by Public Works to be the lowest most responsive and responsible bidder.

The bids listed above were based on estimated quantities of work listed in the City's bid document for the purpose of bid evaluation only. The maintenance of drainage swales contract is a unit price contract. Unit prices are established in the contract, and the quantity of work is directed by the Public Works Department to maximize work completed within the available budget. Based on the City's FY23 budget and unit prices bid for this work, the Public Works Department recommends awarding this bid to Bright Masonry, Inc. in the amount of $100,000.

I concur with the above recommendation and request your approval of Resolution R-12-23.

ATTACHMENTS: 1. 20230221 - Resolution R-12-23

RESOLUTION
OF THE COUNCIL OF THE CITY OF BOWIE, MARYLAND
ACCEPTING BID PROPOSAL FOR
MAINTENANCE OF ROADSIDE DRAINAGE SWALES

WHEREAS, a legal notice was placed on eMaryland Marketplace and on the City's website on December 20, 2022 for the Maintenance of Roadside Drainage Swales; and

WHEREAS, at the bid opening on Wednesday, January 18, 2023 at 11am, twelve (12) bid proposals were received; and

WHEREAS, after careful review of the bid proposals submitted, it was determined that Bright Masonry, Inc. of Fairfax, VA, had submitted the most responsive, responsible bid; and

WHEREAS, based on the City's Fiscal Year 2023 budget for maintenance of drainage swales, the Public Works Department recommends awarding this bid to Bright Masonry, Inc. of Fairfax, VA in the amount of $100,000.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Bowie, Maryland, that the Council hereby accepts the bid proposal of $100,000 and authorizes the City Manager to sign a Contract with Bright Masonry, Inc. of Fairfax, VA in the amount of $100,000.

INTRODUCED AND PASSED by the Council of the City of Bowie, Maryland at a meeting on February 21, 2023.

ATTEST:	**THE CITY OF BOWIE, MARYLAND**
____________________________	____________________________
Awilda Hernandez City Clerk	Timothy J. Adams Mayor

Memorandum

TO: City Council

FROM: Alfred Lott, City Manager

SUBJECT: Waive Bidding for Purchase of Two (2) Generac Mobile Light Towers R-13-23

DATE: 02/16/2023

The FY23 City Manager's Capital Improvements Program budget provides funding for the purchase of equipment as part of a facility security enhancement program. The mobile light units requested will provide essential assistance to Emergency Management, the Police Department, Facility Security and for Community Services Special Events. The Department of Community Services has located a Contract with the General Services Administration (GSA) (GSA Contract # GS-07F-6044P) with Coffman Electrical Equipment Company which has been approved to piggyback.

In FY23, $500,000 was appropriated for security improvements in the Facility Security CIP account 10164-57010. Approximately $120,000 has been spent to date from that appropriation. Coffman Electrical Equipment Company has provided a quote in the amount of $25,600.56 for purchase of two mobile light towers.

The Department of Community Services recommends waiving bidding requirements for good cause shown, as allowed by Section 61(b) of the City Charter, for the purchase of two (2) Generac Mobile Light Towers in the amount of $25,600.56.

I concur with the above recommendation and request your approval of Resolution R-13-23.

ATTACHMENTS: 1. 20230221 - Resolution R-13-23

RESOLUTION
OF THE COUNCIL OF THE CITY OF BOWIE, MARYLAND WAIVING THE COMPETITIVE BIDDING REQUIREMENTS OF SECTION 61 "PURCHASING AND CONTRACTING" OF THE CHARTER OF THE CITY OF BOWIE AND AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT FOR THE PURCHASE OF TWO (2) GENERAC MOBILE LIGHT TOWERS

WHEREAS, the Charter of the City of Bowie, Maryland (hereinafter, "the City") requires, in section 61, that all expenditures for inter alia, materials, construction of public improvements or contractual services involving more than twenty-five thousand dollars be made by written contract upon sealed bids to the lowest responsible bidder, except where the City Council by two-thirds vote waives the bidding requirement for good cause shown; and

WHEREAS, the FY23 Capital Improvements budget allows for the purchase of security equipment for facility security; and

WHEREAS, the Department of Community Services has located a Contract with the General Services Administration (GSA) (GSA Contract#GS-07F-6044P) through Coffman Electrical Equipment Company, upon which we will be able to piggyback; and

WHEREAS, the proposed contract price for the equipment to be procured will exceed twenty-five thousand dollars and the City Council deems the aforestated economic efficiencies to constitute good cause to waive the bidding requirements otherwise required by the Charter.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Bowie, Maryland, by at least a two-thirds vote, that:

Section 1. The competitive bidding requirements of Section 61 of the Bowie City Charter are for good cause shown, hereby waived.

Section 2. The City Manager is hereby authorized to enter into an agreement with the said company for the above-mentioned services.

BE IT FURTHER RESOLVED, that the Council authorizes the City Manager to issue a Purchase Order to Coffman Electrical Equipment Company in the amount of $25,600.56.

INTRODUCED AND PASSED by the Council of the City of Bowie, Maryland at a meeting on February 21, 2023 by a vote of at least two-thirds of the members of the Council.

ATTEST:	**THE CITY OF BOWIE, MARYLAND**
____________________________	____________________________
Awilda Hernandez City Clerk	Timothy J. Adams Mayor

Memorandum

TO: City Council

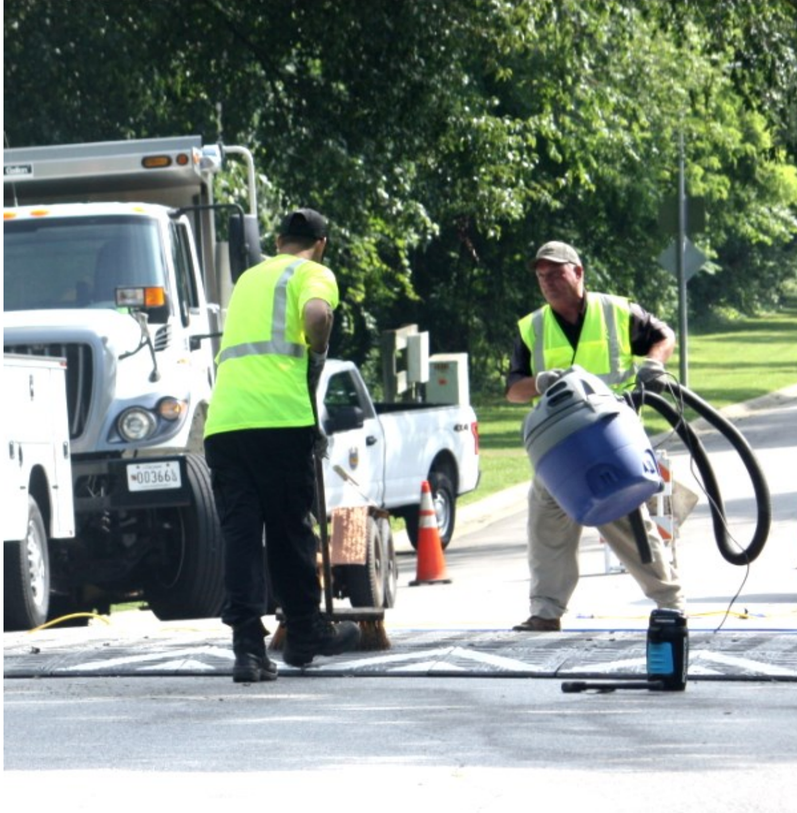
FROM: Alfred Lott, City Manager

SUBJECT: FY23 Mid-Year Budget Report

DATE: 02/16/2023

Staff will update Council on City finances and progress towards the completion of budget objectives

ATTACHMENTS: 1. 20230221 - MidYear Review 2023 Final



CITY OF

BOWIE

MIDYEAR REVIEW FY 2023

GROWTH UNITY PROGRESS
1916
BOWIE, MARYLAND

City of Bowie
15901 Fred Robinson Way
Bowie, Maryland 20716

February 16, 2023

Honorable Members of the Bowie City Council:

I am pleased to submit for your review the Fiscal Year 2022-2023 Mid-Year Budget Review. The report covers the status of the objectives committed to in the budget as well as a financial summary.

General Fund revenues and expenditures appear to be on target with the FY2023 Adopted Budget. Revenues at the midpoint are $43.1 million while expenditures are $25.6 million. The City's major revenue sources Real and Personal Property Taxes increased by $1.3 million, compared to the same time last year.

The Change in Net Position for the Water and Sewer Division increased by $397,645, as a result of increases in the water and sewer rates, state grants and other revenues. Actual water consumption continues to decline due to efficiency improvements in household fixtures and homeowner conservation practices.

The City's economic outlook remains stable, however with increasing expenditures, the rise in cost to rehabilitate aging recreation amenities, coupled with the inflationary impact on goods and services resulting from the pandemic, it's increasingly difficult to produce a balance budget without using large amounts of the City's reserve funds.

Revenues and expenditures for all funds are explained in the Financial Summary.

This report also depicts the status of each department's objectives and the progress of each capital improvement project. It is hoped that this programmatic information will illuminate many significant accomplishments made during the year, as well as provide a schedule for the completion of other objectives in the remaining months of the fiscal year.

Alfred D. Lott, ICMA-CM, CPM
City Manager

City Hall (301) 262-6200 FAX (301) 809-2302 TDD (301) 262-5013 WEB www.cityofbowie.org

"Growth, Unity, Progress"

Table of Contents

Page

Part I - Status of FY2022 - 2023 Objectives

City Manager's Department 1

Police Department 15

Department of Information Technology 16

Department of Finance 17

Department of Community Services 19

Department of Planning and Sustainability 41

Department of Public Works 43

Part II - Financial Summary 63

"Growth, Unity, Progress"

PART I

Status of FY2022 – 2023 Objectives

"Growth, Unity, Progress"

OPERATING DEPARTMENT OBJECTIVES FOR 2022-2023

Human Resources

	Adopted	Updated
Number of applications received	1,500	648
Number of recruitments	55	54
Number of employees enrolled in HSA plan	235	250
Average number of days to complete recruitments	50	52

1. **Streamline new employee onboarding process through use of new Human Resources Management Information System, by December 31, 2022.**

   STATUS – Second RFP did not glean a vendor that met desired requirements. Alternative solutions currently being developed. Expected completion date March 31, 2023.

2. **Develop and implement New Manager's Training program for newly hired supervisors, by June 30, 2023.**

   STATUS – Program development underway. Anticipate meeting June 30, 2023 deadline.

3. **Conduct eight employee wellness activities, by June 30, 2023.**

   STATUS – Four employee wellness events held through calendar year 2022. Anticipate meeting June 30, 2023 deadline.

Elections

1. **Work with County Board of Elections on updated voter registrations by December 30, 2022.**

   STATUS – This objective is 100% complete.

2. **Update the Candidates Election Handbook in preparation for the 2023 Election by December 30, 2022.**

   STATUS – This objective is 100% complete.

Communications

	Adopted	Updated
City newsletter issues published	62	56
Alert Bowie registrations	9,000	9,200
Alert messages sent	800	700
Meetings and events televised	60	47
Public access shows produced	300	300
Website pages managed	850	875
Videos produced	110	125
Social media posts	2,200	2,500

1. **Expand field production offerings to broadcast live from at least 1 city-sponsored event each month. If in-person events are still limited by the pandemic, add a new virtual program each month about a city service or program.**

   STATUS – On target to exceed this goal by end of FY23. Live video reports were done about elections, the Veterans Day 5 K, tree lighting, pet social at the Dog Park, storm damage, and National Night Out.

2. **Establish a cross functional outreach team that will meet at least quarterly to share information and plan a coordinated approach to all City communications. Team will also review and help update the 2017 Communications Plan by June 30, 2023.**

   STATUS – Team membership was determined in January and meetings begin in February 2023.

3. Integrate the city's newly articulated vision and brand logo into all communications. This will include regular training on use of the brand, auditing all print and electronic materials for brand consistency, and developing new marketing materials that promote Bowie.

STATUS – Rollout of new branding and messaging is underway. New materials are being developed and staff training will take place in spring 2023.

4. Expand reach to young adult residents on social media platforms such as You Tube and Instagram, through use of more short videos and visually appealing posts, increase subscribership on each platform by at least 10% by June 30, 2023.

STATUS – Instagram and You Tube followers each increased by 12% from July to December 2022 and further growth is expected in the latter half of FY 2023. Instagram Reels, popular with younger people, will be used more in the future as a short video format.

Business Operations

	Adopted	Updated
Number of Resident Complaints	45	30
Number of Meetings	120	46
Review of Contracts and Agreements	20	23
Review of Utility Expenses	48	24
Number of Annexation Presentations	3	2

1. In coordination with the IT Department and CTC, Business Operations will continue the process of upgrading and expanding the City's fiber optic redundancy network infrastructure. In FY23, we plan on continuing to enhance the use of technology to improve performance, increase network connectivity, provide better customer service, and improve delivery of core service on an ongoing basis by:

- *Progress to stage two of the redundant fiber optic network infrastructure project by extending the fiber to remaining City facilities by Spring 2023.*

STATUS – The project is temporarily on hold until the Council approval of the new I- Net and Comcast Franchise agreements, expected in March 2023.

Upon approval, project will commence again with the contracting of company to begin build-out of the redundant fiber project.

2. **In coordination with the IT Department, Business Operations will be employing energy management software by Fall 2022 which will help to leverage data for energy efficiency projects, track energy- saving initiatives, identify energy waste, and improve sustainability. The software will also help to track other utility uses on an ongoing basis and help the City to meet its Climate Action Plan and Sustainability Plan objectives.**

STATUS – This objective is 100% complete.

3. **In coordination with Tesla Solar, Business Operations will be working on stage two of the solar array project. The project will be expanding the solar array system from a 2.5 Megawatts to a 5.0 Megawatts system by Summer 2024.**

STATUS – The City's Power Purchase Agreement partner is currently working on the design and development phase of stage two of the solar array. The City is providing all support documentation for this project. By the summer of 2023, the project should be ready for permitting and preliminary utility interconnection design phase.

City Clerk

	Adopted	Updated
Number of boards and committees	17	17
Number of board/committee members	130	109
Number of code revisions	2	2

1. **Have all departments begin to go through all paper and electronic records to maintain, transfer, or destroy records in accordance with new 2022 approved Records Retention Policy by June 30, 2023.**

   STATUS – This objective is 90% complete. We received approved records retention schedules from the State in December 2022. Copies of the new schedules have been sent to departments and some records scheduled for destruction, have been destroyed.

2. **Update Rules and Regulations for City Committees and present to Council for review and adoption by October 20, 2022.**

   STATUS – This objective is 100% complete.

3. **Briefing for City Committees and Staff Liaisons on new Rules and Regulations for City Committees by December 30, 2022.**

   STATUS – This objective is 100% complete.

Economic Development

	Adopted	Updated
Square feet of retail space in Bowie (thousands)	3,266	3,266
Square feet of retail space vacant (thousands)	216	216
Retail space vacancy rate	6.6%	6.6%
Square feet of office space in Bowie (thousands)	1,845	1,845
Square feet of office space vacant (thousands)	375	375
Office space vacancy rate	20.3%	20.3%
Square feet of flex space in Bowie (thousands)	625	625
Square feet of flex space vacant (thousands)	150	150
Flex space vacancy rate	24.0%	24%
Square feet of industrial space in Bowie (thousands)	228	228
Square feet of industrial space vacant (thousands)	3.5	3.5
Industrial space vacancy rate	1.5%	1.5%
Percent of real property tax base-commercial	14.4%	14.4%

1. **Begin implementation of a Council adopted Economic Development Strategy and Action Plan. Initial report to Council by October 17, 2022.**

STATUS – There are four strategic focus areas with a total of 12 recommended actions in the adopted Economic Development Strategy and Action Plan (the Plan). Staff is implementing the Plan.

Utilize creative placemaking to support economic development with an initial focus on Bowie Town Center.

Staff is actively marketing Bowie's retail space through attendance at ICSC Mid Atlantic and an ongoing advertising campaign in Shopping Center Business magazine.

Staff is reviewing the City's existing business attraction incentives program for use as a 'retail attraction fund'.

Staff is reviewing the City's previous facade improvement grant program for possible re-implementation.

Leverage Bowie State University as the City of Bowie's most natural anchor institution.

The City has renewed its operating grant for the Bowie BIC. One of this fiscal year grant deliverables is an examination of why Bowie BIC graduates do not locate in the City and what work needs to be done to get those graduates to locate within the City.

Distinguish the City of Bowie as an athletic recreation tourism hub.

Staff is working with Council and Bowie State University on the future uses for the Bowie Racetrack.

Expand the City's business base through targeted business startup, attraction, expansion, and retention efforts.

Staff is preparing new advertising messages to be used for targeted marketing to specific industry segments.

2. **Establish a formal business retention program to assist in retaining businesses in Bowie. These efforts will help the City identify all the businesses located in Bowie and assist in providing them with information and assistance to recover from the impacts of the COVID crisis.**

   STATUS – Hired a Business Retention Specialist to oversee the business retention program.

   Identifying all existing businesses to establish the needs of our businesses and gain an understanding of what our prospective businesses are looking for.

   Updated the business database with contact information on business owners, property managers, and tenants.

   Partnered with the City of Bowie and Prince George's County Emergency Management offices to aid the business community.

   Creating a pre-disaster continuity plan for small businesses. This plan will identify some of the concerns businesses believe they will face during a disaster. This will allow the Economic Development Office to have key personal information to contact during an emergency. To be completed by June 30, 2023.

   Creating an outreach program that will allow the business retention specialist to build stronger relationships with business owners, managers, and management companies. Establish tier outreach levels, including surveys, target focus groups and in- person visits to key businesses. A first draft will be ready by June 30, 2023.

3. **Hire a consultant to prepare a revitalization plan for Old Town Bowie.**

   STATUS – Staff is developing a scope-of-work statement and expects to issue an RFP by late spring 2023.

4. **Cross-departmental staff continues to provide technical assistance and support to citizen group efforts to establish an Arts & Entertainment District in Old Town Bowie and coordinate city staff involvement as needed.**

   STATUS – Cross-departmental staff provided support in preparation for an October event; that event was cancelled due to bad weather. Cross-departmental staff is assisting with efforts for a 2023 event. Staff has provided the city's Economic Development Committee with assistance as they have devoted several meetings to the topic of revitalizing Old Town Bowie.

5. **Continue to diversify and expand Bowie's economic base by supporting business attraction. These efforts will support business attraction for office and flex properties at existing commercial locations in the City of Bowie.**

   STATUS – Inovalon, the City's largest private sector employer, met the criteria for the fourth $100,000 incentive payment in our ten-year incentive agreement with them to keep their corporate headquarters in Bowie with a minimum of 500 employees.

   Staff continued to assist commercial office brokers and landlords with their efforts to convert interested prospects into Bowie building tenants. Office prospect activity has remained low. FLEX use prospect activity is increasing.

   "You Belong in Bowie" advertising was placed in selected business publications to remind business people about Bowie as a business location. This year's program included ads in Shopping Center Business and CityBiz List. Ongoing outreach to the commercial real estate brokerage community continued through organizations such as NAIOP and CoreNET Global. The City continued sponsorship of the DC/Maryland chapter of NAIOP and was recognized in printed materials and at virtual events.

6. **Continue efforts for retail tenant attraction and retention.**

   STATUS – Retail specific location advertising was placed nationally in Shopping Center Business magazine– this advertising program identifies Bowie as a desirable and profitable retail location.

   The City participated in ICSC Mid- Atlantic in September 2022 as part of the Prince George' s Team. During this exposition the city staff team provided information to retail site selectors and retail real estate site- location brokers.

   The City continues to work with other retail center owners and brokers to attract tenants to vacant retail space and to assist in efforts to revitalize our retail centers. City staff also talks with center owners and their leasing agents to keep informed about market trends and to identify any issues related to Bowie properties.

7. **Continue to provide City oversight and coordination for small business growth and assistance programs. The City provides oversight for the Bowie Business Innovation Center, and coordinate small business service providers' resources, including training and counseling.**

STATUS – The City continued to receive small business assistance and counseling services from the Maryland Procurement Technical Assistance Program (PTAP), the Capital Region Small Business Development Center (SBDC), and the Maryland Women' s Business Center (MWBC).

Staff provided oversight of the Bowie Business Innovation Center, Incorporated (BBIC) in several ways: a city staff member holds a seat on the Board and participated in Board meetings. Additionally, staff reviewed reports submitted by the BBIC, asked for any additional information if needed for report clarity, and forwarded those reports to the Finance Director.

8. **Continue to support the City' s Economic Development Committee (EDC).**

STATUS – The staff liaison continues to provide administrative support for monthly meetings with read- ahead materials, agendas, and meeting packets. Staff also coordinates guest speakers and provides monthly status reports to Council.

Emergency Management

	Adopted	Updated
Internal training seminar attendance	400	300
Number of emergency preparation packets distributed	2,500	2,000
Emergency preparation/management outreach meetings organized	30	30
Staff trained in CPR/AED/First Aid	150	50
Emergency Operations Center Activations	10	3

1. **Continue the development of Emergency Action Plans for all City-owned facilities.**

   STATUS – The Emergency Action Plan for the Senior Center has been completed. The Office of Emergency Management is now working on the Emergency Action Plan for the Gym. That plan should be completed by June 1, 2023.

2. **Continue training for Emergency Operations Center Staff on operations of the EOC.**

   STATUS – To date there have been two classes for basic Web EOC operations and three seminars on EOC management and Operations. Two additional classes are planned by July 1, 2023.

3. **Enhance employee preparedness, Public Safety Committee and Green Team knowledge by conducting quarterly training programs to include topics such as CPR, Infectious Disease Control, Opioid Overdoses, Emergency Preparedness, and Incident Command. This will be a continuous program.**

   STATUS – The Office of Emergency Management has delivered three CPR/AED classes and certified/re-certified approximately 50 staff members. Several updates have been given to the Public Safety Committee including summaries of the Larkin Chase incident and June severe storms. Finally, another training session was conducted for staff on the Emergency Action Plan for City Hall.

4. **Conduct an emergency response related functional or tabletop exercise by May 31st, 2023.**

   STATUS – A tabletop exercise was conducted for a breach of the Northridge Dam. Several City departments participated as well as many outside agencies. An After- Action Plan of the exercise has been completed.

5. **Coordinate the COVID response for the City to include vaccinations, following prescribed safety guidelines, ensuring adequate personal protective equipment and resource management.**

   STATUS – The Office of Emergency Management continues to monitor COVID cases and has kept staff and public well informed. Personal Protective Equipment and COVID test kits are being provided to all staff.

6. **Implement a multi-year Emergency Management training schedule to train staff on All Hazards response, mitigation, recovery, preparedness by June 30, 2023.**

   STATUS – The final multi-year training schedule is in final draft status. The schedule will be reviewed and fully implemented by May 1, 2023.

CIP PROJECTS FOR 2022-2023

1. Land Acquisition

Annual Transfer:

- STATUS – Trying to identify suitable land.
- Percentage of completion – 0%
- Estimated completion date – End of Fiscal year.
- Reasons for any delays – Identifying suitable property.
- Expected results by fiscal year end - Acquire a property if identified.
- Any other pertinent details – N/A

Budget: $1,526,700 Obligated: $3,500 Percentage Used: 1%

2. Emergency Operations Center

Design and Engineering:

- STATUS – Working with Contract Officer to develop an RFP
- Percentage of completion – 10%
- Estimated completion date – Hope to get an RFP completed by June 30, 2022
- Reasons for any delays – Have worked with a contractor for months that has since been deemed ineligible to perform work.
- Expected results by fiscal year end – RFP completed and advertised.
- Any other pertinent details – N/A

Budget: $50,000 Obligated: $0 Percentage Used: 0%

3. City Hall

Police Department records & dispatch A&E modifications:

- STATUS – In progress
- Percentage of completion – 10%
- Estimated completion date – June 30, 2023
- Reasons for any delays – The original plan of creating completely enclosed office space where the rolling file cabinets currently stand was not financially feasible. We are adjusting the scope of work to move to a panel option.
- Expected results by fiscal year end - To have the file cabinets removed in preparation for the second phase in FY2024
- Any other pertinent details – While none of the $5,000 is currently obligated, it may be used to cover the removal costs of the rolling file cabinets.

Budget: $5,000 Obligated: $0 Percentage Used: 0%

Goose Management Fence:

- STATUS – In progress
- Percentage of completion – 10%
- Estimated completion date – April 30, 2023
- Reasons for any delays – N/A
- Expected results by fiscal year end – Project completion
- Any other pertinent details – Project estimated to cost $35,000. City Manager approved increase in project budget to $35,000 in September 2022.

Budget: $20,000 Obligated: $0 Percentage Used: 0%

4. Energy Efficiency Improvements

Retrofit of Interior Lights at Bowie Gym and Exterior Lights at City Hall:

- STATUS – LED retrofit project assessed and pending contract for project. Additional single solar posts to be purchased for other facilities.
- Percentage of completion – 40%
- Estimated completion date – June 2023
- Reasons for any delays – BGE grant pending.
- Expected results by fiscal year end – Completed project with additional solar poles purchased.
- Any other pertinent details – Cost is higher than expected and we may not receive BGE grant, therefore require full $50,000 budgeted.

Budget: $30,000 Obligated: $0 Percentage Used: 0%

2 Tier EV charging station at City Hall:

- STATUS – Defer to FY24 CIP budget.
- Percentage of completion – 20%
- Estimated completion date – June 2025
- Reasons for any delays – Current need for charging is minimal, need for additional funding to cover LED retrofits is required.
- Expected results by fiscal year end - None
- Any other pertinent details – N/A

Budget: $20,000 Obligated: $0 Percentage Used: 0%

5. Facility Security

Phase 2- Physical Security improvements and hardware, closed Circuit television (CCTV) visitor management system, access control systems, alarm systems for other City owned facilities:

- STATUS – In progress
- Percentage of completion – FY23 Phase 1 (CCTV): 40%, FY23 Phase 2 (Senior Center Security Fencing at Bus Lot): 40%
- Estimated completion date – Phase 1: June 30, 2023, Phase 2: June 30, 2023
- Reasons for any delays – Phase 1: Upgrading IT network switches. Phase 2: N/A
- Expected results by fiscal year end – Projects completed
- Any other pertinent details – Phase 1: Network lines and conduit being mapped for City Hall roof and Water Treatment Plant. One of two camera orders has been purchased and materials delivered. Police Department holding cells, suspect intake, and sally port has been added to new CCTV system. Environmental sensor being tested at City Hall.

  Phase 2: AE for fencing and electrical design has been completed. Access control and CCTV will be part of final solution. Construction estimated fourth quarter of FY 2023.

Budget: $500,000 Obligated: $129,188 Percentage Used: 26%

OPERATING DEPARTMENT OBJECTIVES FOR 2022-2023

Police Department

	Adopted	Current
Residential burglary reports	32	21
Commercial burglary reports	16	25
Assault reports	206	248
Auto theft reports	54	116
Robbery reports	18	21
Theft reports	592	641
Moving violations	4,204	3,129
Code, Ranger, Animal Control Assignments	3,900	2,338
Total police calls for service	32,438	26,247
Speed camera infractions	20,370	16,147

1. **Create a three- year Strategic Plan for the Department that reflects the strategic goals of the City and provides stability for future leadership. To be completed by June 30, 2023.**

   STATUS – 75% completed. The draft plan has been submitted to the City Manager and should be in front of Council in February.

2. **Establish a Criminal Justice Information Services (CJIS) training room at the Kenhill Center to enable Bowie Officers to recertify without having to depend upon an outside agency. To be completed by January 31, 2023.**

   STATUS – 90% completed. Waiting for issuance of credentials from the State.

3. **Establish a second bloodhound K 9 Officer to assist with missing persons and suspects. To be completed by June 30, 2023.**

   STATUS – This objective is 100% complete.

OPERATING DEPARTMENT OBJECTIVES FOR 2022-2023

Information Technology

	Adopted	Updated
Citizen service requests	9,400	9,400
Number of computers	420	420
Number of servers	70	82
Networked facilities	15	15
GIS Layers	480	480
Telephone calls (in/out bound) in thousands	340	320
Web page total users (in thousands)	460	460
Web page percent viewed by mobile users	45%	42%
IT tickets resolved	3,400	3,600

1. **Improve endpoint security by reviewing current protection capabilities and procedures. Create security standards for all endpoint devices. Procure and deploy new endpoint security. This will be completed by September 30, 2022.**

   STATUS – The new endpoint security product was purchased in October 2022. Deployment of the new product was completed by November 30, 2022.

2. **Work with Community Services and Public Works departments to implement a software to improve work processes for Code Enforcement, Animal Control and Permitting. This will be completed by June 30, 2023.**

   STATUS – Staff is currently working on an RFP that will be released by January 31, 2023. A vendor will be selected by May 26, 2023.

3. **Review current server and backup infrastructure and create a three- year plan for the upgrade and replacement of aging equipment. Plan will consider the use of cloud infrastructure to replace existing physical equipment for cost savings. Plan to be completed by December 30, 2022.**

   STATUS – Plan was completed in December 2022 and will be reviewed and modified annually. Funding will be requested in the FY24 budget for the first phase of the project.

4. **Utilize feasibility study created in FY22 to create a sub- domain for the Police Department on the network. Work to be completed by May 31, 2023.**

   STATUS – After testing the sub- domain concept for the Police Department, it was determined that it was not feasible with our current environment. In order to improve network security for the Police Department, we are currently working on segregating their virtual private network (VPN) from other City employees. We are also working to isolate their network traffic to dedicated switches. These tasks will be completed by May 31, 2023.

OPERATING DEPARTMENT OBJECTIVES FOR 2022-2023

Finance

	Adopted	Updated
Bond Credit Rating - Moody's	Aaa	Aaa
Bond Credit Rating - Standard & Poor's	AAA	AAA
Bond Credit Rating - Fitch	AAA	AAA
Accounts Payable invoices paid	15,202	15,004
Payroll checks/direct deposits issued	11,716	11,726
Number of purchase orders issued	437	457
Number of cash receipt transactions	52,358	49,032
Number of mulching mower/blade rebates	142	142
Number of real property tax accounts	21,649	21,649
Number of personal property tax bills issued	1,326	1,176
Percent of current property tax levy delinquent	2.42%	2.42%

1. **Maintain the City' s Certificate of Achievement for Financial Reporting and Distinguished Budget Presentation Award.**

   STATUS - Submitted the FY2022 Annual Comprehensive Financial Report for the Certificate of Achievement for Excellence in Financial Reporting Award. The current report conforms to Certificate of Achievement requirements and has been submitted to the Government Finance Officers Association. The City has received a Certificate of Achievement for the last forty-eight consecutive years (Fiscal Years 1974-2021).

   Received the Distinguished Budget Presentation Award for the FY2023 Adopted Budget. The City has received a Distinguished Budget Presentation award for the last twenty-eight consecutive years (Fiscal Years 1996-2023).

2. **Coordinate the annual budget process. Fiscal year- end audit and mid- year budget review presentation.**

   STATUS - The annual budget process begins in January 2023 with annual budget guidance meeting. The budget process will conclude with Council adoption of the FY2024 budget in May 2023. The audit for the period covering July 1, 2021 through June 30, 2022, concluded on December 20, 2022. The Annual Comprehensive Report and Uniform Financial Report were both submitted to the State of Maryland.

   The mid-year process began in December 2022. Information from each department was compiled by the City Manager's office and the Finance Department and presented to the City Council on February 16, 2023.

Billing and Accounting

Water and Sewer Fund

	Adopted	Updated
Number of water and/or sewer customers-residential	7,685	7,685
Number of water and/or sewer customers-commercial	250	250
Average quarterly residential water and sewer bill	$245	$250
Number of bills or late fee notices issued	39,200	38,600
Number of new accounts processed	670	550
Allowance for Uncollectible Accounts	$3,793	$2,607

OPERATING DEPARTMENT OBJECTIVES FOR 2022-2023

Community Services

	Adopted	Updated
Number of Projects	79	98
Events sponsored/ co-sponsored	301	346
Number of Buildings in Department	32	32
Number of City parks	21	23
Number of City playgrounds	11	11
City committees supported	7	7
Number of City committee Activities	92	95
Dwelling Units per Code Compliance Officer	3,659	4,289
Rental Units Per Rental Inspector	1,700	1,700
Residents Served per Animal Control Officer	29,145	29,145

1. **Migrate evening community meeting room usage from the Kenhill Center to the Bowie Senior Center by July 31, 2022.**

   STATUS – There remains community interest in using the Kenhill Center for evening meetings at this time. The Senior Center will be made available for expanded Saturday community use. This objective is complete.

2. **Collaborate with Indigo Golf to initiate golf course improvements by August 31, 2022.**

   STATUS – The following golf course improvements have been initiated:

- Architecture and Engineering (AE) for driving range renovation and expansion.
- AE for Structural enhancements to Clubhouse.
- AE for new Maintenance Building.
- Installation of a new irrigation system.
- Completion of a Water Source Study.
- Consolidation of the Clubhouse Proshop to the dining area. This objective is complete.

3. **Collaborate with all City Departments and establish a five (5) year strategic plan for municipal utilization of the Kenhill Center. Plan to be developed by September 30, 2022.**

   STATUS – A needs assessment was completed. Additional space was allocated to requesting departments to address current and short-term needs. Additional research may be needed to address mid and long-range office and storage needs for the City.

4. **Establish a construction program for the new Ice Arena by January 31, 2023.**

   STATUS – An RFP will be released in January for AE and Design. This objective is ongoing.

5. **Collaborate with the Arts Committee to commission an artist to design and replace the existing "Bowie" landscaped area on Rt. 197 and Kenhill Drive by June 30, 2023.**

   STATUS – A preliminary design has been submitted by an artist. Community input is being gathered. The preliminary design plans have been submitted to State Highway Administration for review. Council review will occur in Spring 2023. Completion may be delayed to FY 24.

Building Maintenance

	Adopted	Updated
Square Feet of Building Cleaned	201,000	201,000
Square Feet Cleaned Per Full-Time Equiv.	22,333	22,333
Square Feet of Building Main. and Repairs	299,800	299,800
Square Feet Maintained Per Full-Time Equiv.	74,950	74,950
Total Number of Workorders	1,800	2,296
Percentage of Completion	97%	90%

1. **Conduct staffing analysis for Building Maintenance staff by December 30, 2022.**

   STATUS – Reorganization of Building Maintenance division will be included in the FY24 budget submittal and will include stratification of the trades positions.

2. **Manage and complete the HVAC replacements at Kenhill Center by June 30, 2023.**

   STATUS – Project has been awarded. Due to supply chain challenges, installation will occur in FY24.

Housing Inspection and Code Compliance

	Adopted	Updated
Number of Complaints/Cases Initiated	4,000	4,500
Number of Code Violations Cited	4,600	5,200
Number of Municipal Infractions Issued	400	600
Number of Cases Taken to Court	300	300
Number of ARB Cases (submitted/heard)	30/5	37/27
Number of Rental Inspections/Reinspection	3,500	3,400
Number of Violations from Inspections	1,200	650
Number of Building Permits Issued	400	500
Income From Building Permit Fees	$40,000	$75,000

1. **Collaborate with the Information Technology Department to implement new Housing and Code Compliance software that will enhance officer efficiency in the field by December 31, 2022.**

   STATUS – An RFP for new software is being advertised by the Information Technology Department. Code Compliance staff will implement once appropriate software has been procured.

2. **Replace Code Compliance truck #6 with an all electric truck, further increasing the City's electric vehicle fleet by March 31, 2023.**

   STATUS – Electric trucks are unavailable for government purchase at this time. Staff is replacing this vehicle with an electric sedan. This objective is complete.

3. **Develop a plan for restructuring the Code Compliance Division, to provide enhanced field coverage, more efficient operations and an internal growth program for officer advancements based on both enhanced training with accompanying certifications and years in service by December 31, 2022.**

   STATUS – The FY24 budget will include the stratification of the Housing and Code Compliance Officers. This objective is complete.

Senior Services

	Adopted	Updated
Number of Class Offerings	500	420
Total Number of Participants in Classes	7,000	6,000
Number of Trips, Special Events, Meetings	125	80
Number of Participants - Trips, Events, Meetings	5,600	5,000
Number of Other Programs - Activities	200	890
Number of Participants Programs -Activities	2,000	15,200
Number of Bus Passengers	22,000	16,700
Number of Bus Passenger Miles	56,000	45,000
Number of Meals Served*	4,200	1,800
Number of Food Pantry Deliveries	1,600	1,600
Number of Shoppers	5,500	3,200
Number of Medical Trips	2,500	1,500
Number of Wheelchair Disabled Trips	700	245
Average Daily Attendance (Mon-Fri)	200	190
Average Daily Attendance (Saturday)	50	45
Average Daily Attendance (Tu/Th pm)	20	20

- Data provided by Prince George's County

1. **Expand the existing volunteer program twenty percent by recruiting new volunteers and creating new volunteer job positions by March 31, 2023.**

   STATUS – Twenty new volunteers have been welcomed, oriented, and trained in existing and new job positions adding to our existing base of seventy volunteers. This objective is complete.

2. **Develop and conduct five new Exercise and Wellness programs that promote the Center's "Aging Well" philosophy by April 30, 2023.**

   STATUS – Five new programs are being offered. Members are embracing the Campus Concept partnership through Learn to Play Pickleball, Chairobics, and International Line Dance classes which are being held at the Bowie Gymnasium. A Fall Prevention course and Stronger Memory workshop are being held at the Center. This objective is complete.

3. **Collaborate with the Communications and Information Technology departments on the installation of a new Audio / Video conferencing solution in the Senior Center dining room by June 30, 2023.**

   STATUS – This project is on target for completion by June 30, 2023.

Youth Services Bureau

	Adopted	Updated
Unduplicated Adults and Youths Counseled	600	625
Number of Counselor and outreach staff Contacts	11,000	5,500
Digital Media Viewership and participation	16,000	12,000
Total Number of Cases, Formal and Informal	250	250
Persons Receiving Referrals	450	450
Persons Served in Crisis Intervention	40	40
Persons Served in Suicide Intervention	21	40
Persons Receiving Substance Abuse Assessment	90	150
Youth Served in Substance Abuse Referral	60	60
Number of Educational and Therapy Groups	4	5
Number of Alcohol/Drug-Free Events for Youth	20	20
Number of Teen Mentoring Matches	35	42

1. **Implement at least one event or activity identified by the participants of the 2022 Youth Forum by December 31, 2022.**

   STATUS – An after- school Mindfulness & Mental Health program began at Bowie High School on December 10, 2022. This objective is complete.

2. **Organize a Family Mental Health Awareness Day by April 30, 2023.**

   STATUS – A Family Substance Abuse and Mental Health Awareness Day is scheduled for April 27, 2023.

Animal and Disease Control Program

	Adopted	Updated
Number of Service Reports Taken	1,000	825
Number of Live Animals Picked Up	125	70
Number of Deceased Wildlife Picked Up	350	220
Number of Deceased Deer Picked Up	60	55
Number of Warnings Issued	100	80
Number of Municipal Infractions Issued	50	90
Number of Running-at-large Calls	200	170
Number of Nuisance Cases (Domestic Pets)	75	70
Number of Bite Cases	40	25
Number of Wildlife Complaints	200	170
Number of Traps and Deterrent Devices Issued	5	5
Number of Cruelty Evaluations	60	30
Number of Licenses Sold	1,100	800
Number of Pets in Temporary Holding Facility	20	15
Number of RTO from Temporary Holding Facility	20	10
Number of Feral Kittens TNR to Rescue	250	200

1. **Establish a “Scoop the Poop” campaign, educating residents of the importance of responsible pet ownership to include cleaning up dog feces on walks and in their own yards by September 30, 2022.**

   STATUS – This objective will be completed by June 30, 2023.

2. **Host a Halloween costume event for pet owners and their pets by October 31, 2022.**

   STATUS – This objective is 100% complete.

3. **Assess the Bowie Dog Park and determine if additional features or amenities are desired to ensure facility remains relevant. Recommendations will be budgeted for FY24. Objective to be complete by January 31, 2023.**

   STATUS – After conversation with regular dog park customers, there is little interest in new features. No additional features or amenities are being considered at this time. This objective is complete.

4. **Partner with the Farmers Market and Bowie CLAW to host a pet adoption event by June 31, 2023.**

   STATUS – Collaborating with Bowie CLAW, a kitten adoption event will be held this spring at Bowie City Hall. This event will be scheduled to align with the kitten birthing season. This objective will be completed by May 31, 2023.

Recreation and Parks

	Adopted	Updated
Resident Group Picnics	150	70
Non-resident Group Picnics	25	15
Revenue from Picnic Reservations	$46,200	$15,000
Concession and campfire Permit	5	4
Concession and Campfire Revenue	$1,400	$2000
Soccer/football Fields Allocated	69	69
Softball/baseball Fields Allocated	58	58
Revenue from Athletic Field Fees	$130,000	$89,000
Special Events Expenditures	$141,200	$109,600
Revenues from Special Events	$7,000	$12,000
Number of Special Events	32	19
Number of City Concerts	13	15
Parks/facilities Patrolled	32	31
Total Acreage of Parks/Facilities Patrolled	843	851
Average Hours per Week Park Patrol	296	256
Number of Days Boathouse Open	45	29
Number of Seasonal Boat Rentals	1,100	620
Boathouse Season Revenue	$22,400	$9,014

1. **Establish new picnic sites to replace the Allen Pond Park West Pavilion and Group areas 4, 7, and 8 for implementation after the Amphitheater construction project. Proposed sites to be identified by September 30, 2022.**

   STATUS – Staff is developing a more affordable stage replacement project for Allen Pond Park. As the location of the stage will not change, these picnic areas no longer require relocation.

2. **Combine the Fall International Festival with the "Celebrate Old Bowie", focusing on a more robust single Fall Event. This new combined event, "Celebrate Old Bowie – Arts and International Festival" will be held in Fall 2022.**

   STATUS – The combined event was planned, however cancelled due to inclement weather. This objective is 100% complete.

3. **Install a Story Walk® trail at Centennial Park by November 30, 2022.**

   STATUS – This objective will be completed by March 31, 2023.

4. **Complete a comprehensive conditions assessment and establish a replacement schedule for all benches, bleachers, grills, picnic tables, picnic sites, trash cans, and recycling containers by December 31, 2022.**

   STATUS – A comprehensive conditions assessment has been completed, including geolocating in the City' s GIS system. A replacement schedule is being developed. This objective will be completed by April 30, 2023.

5. **Develop and implement a traveling Special Event program that promotes lesser used City parks and facilities by May 31, 2023.**

   STATUS – This objective will be completed by May 31, 2023.

6. **Collaborate with the Education Committee to promote literacy and inspire young readers by establishing a Little Free Library at Glen Allen Park by June 30, 2023.**

   STATUS – A Little Free Library will be constructed at Allen Pond Park by May 31, 2023.

Bowie Playhouse

	Adopted	Updated
Total Number of Productions	7	6
Total Number of Performances	98	72
Total Rental Hours	668	11
Revenue from Bowie Playhouse	$45,000	$51,700

1. **Market Bowie Playhouse to attract additional alternative types of qualifying rentals.**

   STATUS – Since FY22 the City has been able to attract and accommodate seven new users to the facility. This is an ongoing objective.

2. **Develop procedures and operations for use of new projection system and equipment by October 31, 2022.**

   STATUS – Objective will be completed by June 30, 2023.

Parks and Grounds

	Adopted	Updated
Number of Acres of Grass Maintained	248	248
Average Number of Times Mowed Per Year	32	32
Acres of R.O.W. and Parkland Maintained	103	103
Acres of Athletic Field Turf Maintained	130	130
Number of Fields Maintained	65	65
Number of Times Fields are Painted	450	450
Number of Times Fields are Groomed	1,250	1,250
Number of Fields Irrigated	27	27
Number of Fields Lighted	23	23
Miles of Trail Maintained	25	25
Number of Tree Related Service Requests	700	800
Number of Trees in Right of Way Inventoried	18,500	18,500
Number of Trees Maintained (Pruned)	3,080	3,067
Number of Trees Planted in Right of Way	300	300
Number of Annuals Planted	10,500	10,780
Curb Miles of Leaf Collection	415	415
Capital Construction Projects Completed	3	1

1. **Contract for the replacement of the deteriorating White Pine trees along Northview Drive adjacent to Allen Pond. Replacements will be Green Giant Arborvitaes. Project to be completed by December 31, 2022.**

   STATUS – This objective is 100% complete.

2. **Install warning tracks on Blacksox Park fields # 1 and #2 by March 31, 2023.**

   STATUS – This objective will be completed by March 31, 2023.

3. **Renovate and repair drainage at City of Bowie Dog Park by April 30, 2023.**

   STATUS – This objective will be completed by April 30, 2023.

4. **Inspect and renovate plantings at all City electronic message boards by May 31, 2023.**

   STATUS – This objective will be completed by May 31, 2023.

5. **Contract for the replacement of the Glen Allen Park playground by June 30, 2023.**

   STATUS – This objective will be completed by June 30, 2023.

Ice Arena

	Adopted	Updated
Length of Skating Season	10 months	10 months
Total Number of Admissions: Child, Adult, Individual and Group	19,000	18,500
Number of Family Session Participants	2,300	2,000
Number of Skate Rentals	8,000	8,200
Number of Skate Sharpening	40	30
Number of Group Lesson Participants	1,900	1,900
Number of Summer-Camp Participants	350	352
Total Number of Frequent Skater Cards	75	125
Public Skating hours - July - September	120	124
Public Skating Hours - October - April	890	860

1. **Provide subject matter expertise on the design and engineering for the new Bowie Ice Arena project through June 30, 2023.**

   STATUS – Objective is ongoing.

2. **Develop a move management plan for the Bowie Ice Arena by June 30, 2023.**

   STATUS – Deferred to coincide with new facility construction.

3. **Collaborate with local Police and Fire Departments to host a safety awareness event including a hockey game, skate with a cop, hands only CPR and self-defense training by June 30, 2023.**

   STATUS - This event is tentatively scheduled for June 10, 2023.

Historic Properties and Museums

	Adopted	Updated
Belair Mansion - Total Visitors	4,000	3,900
Railroad Museum - Total Visitors	3,300	2,900
Welcome Center - Total Visitors	3,100	2,700
Belair Stable - Total Visitors	650	1,000
Genealogy Library - Total Visitors	200	300
Radio/Television Museum -Total Visitors	700	1,000
Special Events, Program, Lectures, etc.	70	75

1. **Collaborate with the Special Events Coordinator to host a "Health and Wellness Expo" at Belair Mansion. The event will focus on educating the residents of Bowie on how to become healthier individuals while providing a historic perspective of how physical, spiritual and mental health were dealt with in centuries past. Objective to be completed by October 31, 2022.**

   STATUS – Event is scheduled for April 15, 2023.

2. **Upload the Belair Stable archival records to the Past Perfect online platform by April 30, 2023.**

   STATUS – The uploading of the Belair Stable archival records is at 40%. The completion date remains as projected.

Gymnasium

	Adopted	Updated
Hours Programmed	5,100	4,500
Number of Groups Served	150	43
Number of Persons Served	125,000	125,000
Number of Special Programs	15	17
Revenue from Concessions	$19,500	$21,500
Revenue from Special Programs	$69,000	$69,000
Revenue from Leagues	$81,000	$81,000
Revenue from Passes/Guests	$47,000	$28,200
Court Rental Hours	6,200	12,500
Meeting Room Hours Reserved	2,000	600
Court Hours for Public Use (Pickup)	10,000	8,000
Revenue from Meeting Rooms	$1,000	$1,000

1. **Collaborate with Building Maintenance to have the interior walls of the gymnasium painted and the flooring in the lobby, hallways and concession area replaced during the annual facility maintenance closure. Objective to be completed by September 30, 2022.**

   STATUS – The hallway, concession area, meeting rooms and office were painted. The concession area was remodeled. New flooring was installed in the hallway, lobby, concession area and main office. The painting of the interior walls of the gymnasium was deferred. This objective is complete.

2. **Host early voting for Fall 2022 Statewide election in November 2022.**

   STATUS – This objective was completed as of November 4, 2022.

CIP PROJECTS FOR 2022 - 2023

1. Senior Center

CCTV Power and Bus Lot Electric:

- STATUS - Completed
- Percentage of completion – 100%
- Estimated completion date – Fall 2022
- Reasons for any delays – N/A
- Expected results by fiscal year end – COMPLETION
- Any other pertinent details – N/A

Budget: $10,000 Obligated: $0 Percentage Used: 0%

Design, A/V System:

- STATUS – In Progress
- Percentage of completion – 20%
- Estimated completion date – June 30, 2023
- Reasons for any delays – Potential installation delay because of supply chain.
- Expected results by fiscal year end – Installation in CY2023
- Any other pertinent details – Project is being managed by Communications division.

Budget: $95,000 Obligated: $0 Percentage Used: 0%

2. Bowie Playhouse

Fly- Tower Roof Replacement & Lower Roof Repairs:

- STATUS – In Progress
- Percentage of completion – 50%
- Estimated completion date – Spring 2023
- Reasons for any delays – N/A
- Expected results by fiscal year end – Completed
- Any other pertinent details – N/A

Budget: $140,000 Obligated: $65,500 Percentage Used: 47%

RTU #1 & #2 replacement:

- STATUS – In Progress
- Percentage of completion – 50%
- Estimated completion date – CY24
- Reasons for any delays – Materials/equipment on backorder
- Expected results by fiscal year end – PO issued. Work to be completed CY24.
- Any other pertinent details – Supply chain delays

Budget: $66,000 Obligated: $92,400 Percentage Used: 140%

3. Belair Stable Museum

Repair Water Damage at Stable Museum:

- STATUS – Completed
- Percentage of completion – 100%
- Estimated completion date – Completed
- Reasons for any delays – N/ A
- Expected results by fiscal year end – Completed
- Any other pertinent details – N/ A

Budget: $12,000 Obligated: $0 Percentage Used: 0%

Replace steel lintels:

- STATUS – In Progress
- Percentage of completion – 30 %
- Estimated completion date – June 30, 2023
- Reasons for any delays – Historic Trust requirements
- Expected results by fiscal year end – Completion
- Any other pertinent details – N/ A

Budget: $25,000 Obligated: $3,600 Percentage Used: 15%

4. Allen Pond Park

Replace Group Area #4 & #7:

- STATUS – Abandoned
- Percentage of completion – 0%
- Estimated completion date – N/ A
- Reasons for any delays – Staff is recommending a more affordable amphitheater replacement keeping structure at same location. There is no need to move/replace these picnic sites at this time.
- Expected results by fiscal year end – N/ A
- Any other pertinent details – Funds to be used for AE and razing of existing amphitheater.

Budget: $110,000 Obligated: $0 Percentage Used: 0%

Replace Fitness Cluster & Canopies:

- STATUS – Abandoned
- Percentage of completion – 0%
- Estimated completion date – N/ A
- Reasons for any delays – Staff is recommending a more affordable. amphitheater replacement keeping structure at same location. There is no need to move/replace fitness cluster at this time.
- Expected results by fiscal year end – N/ A
- Any other pertinent details – Funds to be used for AE and razing of existing amphitheater.

Budget: $150,000 Obligated: $0 Percentage Used: 0%

5. Bowie Ice Arena

Design and Permitting fees for construction of new Ice Arena at the Bowie Golf Course site:

- STATUS – In Progress
- Percentage of completion - 15%
- Estimated completion date - May 2024
- Reasons for any delays – N/A
- Expected results by fiscal year end – AE in progress
- Any other pertinent details – RFP anticipated for advertising January 2023.

Budget: $1,300,000 Obligated: $0 Percentage Used: 0%

6. Parks & Grounds Annex (Entzian Property)

Razing of the one- story farmhouse:

- STATUS – Abandoned
- Percentage of completion - 0%
- Estimated completion date – N/A
- Reasons for any delays – Property is not a hazard at this point. Focus is on razing the old tobacco barns.
- Expected results by fiscal year end – N/A
- Any other pertinent details – N/A

Budget: $40,000 Obligated: $0 Percentage Used: 0%

Razing of three tobacco barns:

- STATUS – In Progress
- Percentage of completion – 33 %
- Estimated completion date – June 30, 2023
- Reasons for any delays – N/ A
- Expected results by fiscal year end – All three barns removed.
- Any other pertinent details – N/ A

Budget: $40,000 Obligated: $16,200 Percentage Used: 41%

7. Belair Mansion

Repair to north entrance stairs:

- STATUS – In Progress
- Percentage of completion - 20%
- Estimated completion date – CY23
- Reasons for any delays – Historic Trust requirements and expansion of project scope.
- Expected results by fiscal year end – PO issued.
- Any other pertinent details – Project has been expanded to include South Stair renovation.

Budget: $30,000 Obligated: $0 Percentage Used: 0%

8. Bowie Golf Course

Phase 2 Improvements- Water Source Improvements:

- STATUS – AE In Progress
- Percentage of completion - 75%
- Estimated completion date – March 31, 2023
- Reasons for any delays – N/A
- Expected results by fiscal year end – Final Report provided to City outlining recommendations for Water Source improvements.
- Any other pertinent details – N/A

Budget: $275,000 Obligated: $0 Percentage Used: 0%

A& E and Construction of Maintenance Building:

- STATUS – AE In Progress. Construction deferred to FY25
- Percentage of completion - 30%
- Estimated completion date – AE in FY23. Construction deferred to FY25.
- Reasons for any delays – Estimated cost for building
- Expected results by fiscal year end – AE completed.
- Any other pertinent details – N/ A

Budget: $875,000 Obligated: $225,400 Percentage Used: 26%

Renovation of hole #9:

- STATUS – AE In Progress
- Percentage of completion - 25%
- Estimated completion date – AE completed FY23. Construction FY24
- Reasons for any delays – Complexity of project.
- Expected results by fiscal year end – AE completed.
- Any other pertinent details – This project is directly tied to the driving range improvements.

Budget: $350,000 Obligated: $187,000 Percentage Used: 53%

Renovation & Lighting of Driving Range:

- STATUS – AE in progress
- Percentage of completion - 25%
- Estimated completion date – AE completed FY23. Construction FY24
- Reasons for any delays – Complexity of project.
- Expected results by fiscal year end – AE completed.
- Any other pertinent details – This project is tied directly to renovation of hole #9.

Budget: $800,000 Obligated: $0 Percentage Used: 0%

Greens Renovation:

- STATUS – Being completed by Golf Course operator.
- Percentage of completion - N /A
- Estimated completion date – N/ A
- Reasons for any delays – N/ A
- Expected results by fiscal year end – N/ A
- Any other pertinent details – N/ A

Budget: $150,000 Obligated: $0 Percentage Used: 0%

Tree & Stump Removal:

- STATUS – In Progress
- Percentage of completion - 30 %
- Estimated completion date – June 30, 2023
- Reasons for any delays – N/ A
- Expected results by fiscal year end – FY 23 work completed.
- Any other pertinent details – N/ A

Budget: $60,000 Obligated: $61,500 Percentage Used: 103%

9. Public Art

“ Bowie” sign on Kenhill Dr. & Rt. 197 :

- STATUS – In Progress
- Percentage of completion - 40%
- Estimated completion date – CY23
- Reasons for any delays – Alignment with Branding initiative decision
- Expected results by fiscal year end – Installation deferred to FY24
- Any other pertinent details – N/ A

Budget: $125,000 Obligated: $0 Percentage Used: 0%

10. Bowie Heritage Trail – DPW project

Jericho Park Trail Segment construction continued:

- STATUS – Halted
- Percentage of completion – To be determined by third party
- Estimated completion date – Unknown
- Reasons for any delays – litigation
- Expected results by fiscal year end – Completed and open trail
- Any other pertinent details – City attorney is handling the case

Budget: $30,000 Obligated: $3,500 Percentage Used: 12%

11. Glen Allen Park

Renovate Playground:

- STATUS – In Progress
- Percentage of completion – 25%
- Estimated completion date – June 30, 2023
- Reasons for any delays – N/ A
- Expected results by fiscal year end – Completed
- Any other pertinent details – N/ A

Budget: $225,000 Obligated: $225,400 Percentage Used: 100%

12. Tanglewood Park

Update master plan from 1990:

- STATUS – In Progress
- Percentage of completion - 30%
- Estimated completion date – April 30, 2023
- Reasons for any delays – N/ A
- Expected results by fiscal year end – Plan completion.
- Any other pertinent details – N/ A

Budget: $25,000 Obligated: $0 Percentage Used: 0%

13. Racetrack Road Property

Environmental Assessment and Remediation of Property:

- STATUS – RFP process completed – Process halted due to lack of access to the property
- Percentage of completion – 0%
- Estimated completion date – Unknown
- Reasons for any delays – Current owners have not granted access to the property
- Expected results by fiscal year end – No progress
- Any other pertinent details – N/A

Budget: $1,500,000 Obligated: $25,000 Percentage Used: 2%

OPERATING DEPARTMENT OBJECTIVES FOR 2022-2023

Planning and Sustainability

	Adopted CY 2022	Updated CY 2022
Development Review Applications (representing the entire planning area) - Total	31	23
Subdivision Reviews - Total	1	5
Zoning Reviews - Total	3	2
a. Zoning Map Amendments	-	-
b. Special Exceptions	-	-
c. Other (Departures, HMAs, CDPs, ROSP)	3	2
Site Plans - Total	12	13
a. Conceptual Site Plans	2	1
b. Specific Design Plans	1	1
c. Detailed Site Plans	7	6
d. Site Plan Revisions	2	5
Variances - Total	15	3
Number of Major Mailings (FY)	8	16
Number of Public Notice Letters Mailed (FY)	1,000	2,319
Number of Hearing Signs Posted (FY)	30	71
Number of Status Reports Written (FY)	50	52
Number of Stakeholder Meetings	6	4
Certified National Wildlife Federation habitats	4	9
Energy audit rebates issued by City	50	38
Food waste program participants	3	6
Lawn mower rebates issued	75	91
Trees planted with Plant One Tree on Us	90	49
Number of Green Bowie Businesses	5	1
Number of (cumulative total) of Green Bowie e-News	1,044	1,104
Number of County Legislative Bills Reviewed	50	27

1. **Obtain re-certification in the Sustainable Maryland Certified Program by December 31, 2022.**

   STATUS – Re- certification was achieved.

2. **Update the City's Tree Canopy coverage estimate by March 31, 2023.**

   STATUS – The City' s Watershed Manager prepared an estimate of 44.1%, using recently released information from 2018, and a report was provided to City Council.

3. **Initiate a new City incentive rebate program for electric-powered lawn maintenance equipment by July 31, 2022.**

   STATUS – The new rebate program was initiated over the summer.

4. **Initiate a Sustainability Business incentive grant program by December 31, 2022.**

   STATUS – The incentive grant program was initiated in early December.

5. **Create procedure checklist form for projects, simplify worksheets and update development review process guidelines by August 31, 2022.**

   STATUS – These products are being worked on, with an anticipated completion date of Spring, 2023.

6. **Create a new handout "What is a Variance vs. Planning Director Variance?" by December 31, 2022.**

   STATUS – The new handout was completed in early 2023.

7. **Create yearly mailer Levitt neighborhoods regarding the Energy Audit Program and energy efficiency by June 30, 2023.**

   STATUS – A mailing focused on certain Levitt neighborhoods was completed in January.

8. **Refresh the "Green Bowie" branding program by June 30, 2023.**

   STATUS –Staff participated in the branding project team meetings throughout the year and has formulated ideas to implement once the City' s branding initiative is finalized.

OPERATING DEPARTMENT OBJECTIVES FOR 2022-2023

Public Works Administrative Division

	Adopted	Updated
Total number of engineering plan reviews	125	60
Number of plan reviews performed in-house	5	29
Number of plan reviews contracted out	120	51
Number of RFPs issued above $25,000	13	12
Number of RFPs issued below $25,000	12	11
Number of contracts administered	195	190
Number of auctions posted on Public Surplus	10	16
Number of utility/ROW permits issued	200	39
Number of SWM permits issued	20	3
Number of driveways permits issued	20	1
Number of ESC permits issued	20	5
Number of annual MS4 inspections completed	205	40

1. Provide engineering support to Community Services and Planning by June 30, 2023.

STATUS – Ongoing, assisted with cost estimates and meetings related to the Racetrack Property Project

2. Complete MS4 inspection program bi-annual report by October 31, 2022.

STATUS – This objective is 100% complete.

3. Identify a suitable location for a South side of Bowie Salt dome. Prepare necessary information to include in FY24 budget.

STATUS – Completed. Three sites are being investigated for the south Bowie Salt Facility. All three are within ¾ mile from MD 214 at MD 3 /301 and owned by governmental agencies.

Equipment Maintenance & Garage Division

	Adopted	Updated
Number of vehicles in service	159	160
Total number of vehicle miles driven	1,200,000	1,200,000
Average annual mileage per vehicle	7,547	7,547
Gallons of gasoline purchased for all vehicles	127,438	98,036
Gallons of diesel purchased for all vehicles	110,515	82,010
Number of preventive maintenance jobs done by contract	411	408
Number of repairs performed in-house	365	356
Number of repairs contracted out	60	48

1. **Implement a transparent customer service plan by October 31, 2022. The plan will be developed by eliciting improvement process suggestions from all Divisions of Public Works (DPW).**

   STATUS – Completed. To be tested with Solid Waste by June 30, 2023

2. **Install auto/truck and heavy-duty truck lifts by June 30, 2023.**

   STATUS – Cancelled. A smaller lift will be installed at a fraction of the price.

Solid Waste Division

	Adopted	Updated
Number of households served	21,895	21,730
Households served per employee	394	391
Total number of tons collected	32,000	29,740
Number of tons landfilled	22,500	21,032
Number of tons recycled	9,500	8,708
Single stream tons recycled	5,200	4,877
Percent of solid waste stream recycled	32%	32%
Sales revenues from recyclables	$15,000	$8,000
Number of tons of white metal collected	110	50

1. **Hold a shredding/ Styrofoam recycling event in Fall 2022 and Spring 2023.**

   STATUS – A shredding/Styrofoam recycling event was held on October 8, 2022

2. **Hold one electronics recycling event in Spring 2023 if a vendor is available.**

   STATUS – No vendor was available.

Street Maintenance Division

	Adopted	Updated
Miles of street maintained by City	193.4	193.4
Square yards of streets resurfaced	157,403	143,292
Miles of street resurfaced	9.3	9.8
Linear feet of curb replaced	24,360	21,501
Street patching by staff (tons)	569	728
Curb-miles of street swept by City	1,931	1,934
Miles of sidewalks maintained by City	140.6	140.6
Square feet of sidewalk repaired or replaced	54,785	46,796
Square feet of apron repaired or replaced	6,791	6,538
Number of street signs maintained	7,090	7,088
Number of street signs replaced	200	208
Crosswalks, arrows, stop bars maintained	447	447
Number of streetlights maintained by City	6,045	5,943

1. **Conduct survey to compare local jurisdictions snowplow contractor payment rates to evaluate our current prices.**

   STATUS – This objective is 100% complete.

2. **Evaluate all Speed and Stop Signs (Regulatory) Reflectivity using Reflectometer meter and develop a replacement plan for FY24.**

   STATUS – This objective is 10% complete and will be accomplished by June 30, 2023.

3. **Continue annual sidewalk repair program to address sidewalks in worse condition by June 30, 2023.**

   STATUS – This objective is less than 10% complete, Contractor was behind in completing the FY21 work therefore they are still completing the FY22 work. Funding is in place, and we anticipate that the goal will be accomplished by June 30, 2023.

4. **Complete road asset inventory using Transconomy's pavement ranking which ranks surface condition based on visual surface defects and distresses. The inventory is to be completed by December 2022, after that a condition road assessment program will be performed bi- annually to plan resurfacing projects based on available budgets.**

STATUS – This objective is 100% complete.

Stormwater Management

	Adopted	Updated
Number of SWM facilities maintained	82	82
Number of SWM outfalls and drainage areas maintained	76	76

1. **Develop inspection operations and maintenance plans for high hazard dams in the city by June 30, 2023.**

   STATUS – First draft is completed. Final version anticipated by June 30, 2023.

2. **Provide routine and corrective maintenance for the City's stormwater facilities, outfalls, and drainage areas.**

   STATUS – In progress, anticipated to have priority list by June 30, 2023.

Water Division

	Adopted	Updated
Miles of pipeline	90	90
Number of pipeline repairs	14	10
Number of meters installed/repaired	100	62
Number of fire hydrants	525	548
Number of fire hydrants repaired/replaced	2	9
Millions of gallons treated/delivered	524	530
Customer complaints about water quality	57	29

1. **Continue implementation of SCADA design and construction for the monitoring, control, and automation at Water Plant by June, 2023.**

   STATUS – XL reporter program has been installed and needs to be programed and integrated into Water 2000, run conduit, and wiring for future integrations. Integrated lime system control into SCADA.

2. **Accomplish the rehabilitation and redevelopment of Raw Water Well No. 5 by June 30, 2023.**

   STATUS – RFP pending approval will go out as soon as possible, do not expect work completed until FY 24.

3. **Develop documentation and establish MOU with WSSC to exercise the two interconnections at Old Chapel Road and London Lane annually by FY2023.**

   STATUS – There has not been too much progress. A meeting with WSSC was held on January 11, 2023.

Wastewater Division

	Adopted	Updated
Miles of collection mains in the system	85	85
Miles of collection system inspected with TV	14	15
Miles of collection system cleaned	34	35
Number of lift stations in system	9	9
Number of lift station repairs	26	26
Number of emergency call/stoppages	4	3
Million gallons of wastewater treated	585	553
Tons of sludge produced	2,800	2700
Number of days in compliance with discharge requirement	365	365

1. **Establish preventive major equipment replacement program to ensure reliable operation of critical processes by June 30, 2023. Existing aged pumps at sewer pumping stations will be replaced under this program first due to highest priority.**

   STATUS – A list of conditions was created in August, priorities were set by December 1st, 2022.

2. **Implement ATS replacement program at sewer pumping stations to ensure reliable operation of sewer stations under emergency circumstances by June 30, 2023.**

   STATUS – ATS program was created in October 2022. ATS Replacements will go out to bid for PS 1 , 3, 4 & 8 in early 2023 .

3. **Fully adopt and train staff to utilize Beehive Asset Management Program for work planning, progress tracking and reporting by June 30, 2023.**

   STATUS – This objective is 100% complete. Beehive Asset Management Program training is ongoing.

CIP Projects for 2022-2023

1. **Kenhill Center**

Architecture and Engineering (A&E) for HVAC Replacement HVAC Controls & Replacement - Units A3,B,C, C3,D,E,J, P,R,S, V,W, X & Y:

- STATUS – Project awarded, but installation delayed.
- Percentage of completion – N/A
- Estimated completion date – N/A
- Reasons for any delays – Supply chain issues.
- Expected results by fiscal year end – N/A
- Any other pertinent details – N/A

Budget: $495,000 Obligated: $3,000 Percentage Used: 1%

2. **Street Resurfacing**

Resurfacing of Streets:

- STATUS - Project was awarded to Reliable Contracting, we are waiting for the signed contract before we can issue the Purchase Order
- Percentage of completion – 0%
- Estimated completion date – June 30, 2023
- Reasons for any delays – The bid opening was in late September however the proposals were under review and not awarded until November.
- Expected results by fiscal year end – Plan to resurface an estimated 9. 8 miles of Roadway beginning this spring.
- Any other pertinent details – N/A

Budget: $1,898,600 Obligated: $0 Percentage Used: 0%

Complete Streets implementation on Kenhill Drive at MD 197 intersection (Design):

- STATUS – Cancelled – Awarded to EBA
- Percentage of completion – 0%
- Estimated completion date – June 30, 2023
- Reasons for any delays – Delays in the Contract
- Expected results by fiscal year end – Have a complete streets design at Kenhill Drive
- Any other pertinent details – N/A

Budget: $135,000 Obligated: $0 Percentage Used: 0%

Consulting services for pavement maintenance planning:

- STATUS – Pavement data collection completed December 2022
- Percentage of completion – 90 %
- Estimated completion date – June 30, 2023
- Reasons for any delays – None
- Expected results by fiscal year end – To have a complete inventory of pavement condition in the City
- Any other pertinent details – N/A

Budget: $30,000 Obligated: $0 Percentage Used: 0%

3. Sediment Control – Maryland Science and Technology Center (Melford)

- STATUS – No work planned for FY23. Funding held in reserve account for future maintenance.

Budget: $126,300 In reserve: $126,300 Percentage Used: 100%

4. Sediment Control – Bowie Town Center (Centennial Park)

- STATUS – No work planned for FY23. Funding held in reserve account for future maintenance.

Budget: $57,600 In reserve: $57,600 Percentage Used: 100%

5. Sediment Control - Gateway Center

- STATUS – No work planned for FY23. Funding held in reserve account for future maintenance.

Budget: $36,900 In reserve: $36,900 Percentage Used: 100%

6. Sediment Control – Covington City Share

- STATUS – No work planned for FY23. Funding held in reserve account for future maintenance.

Budget: $15,200 In reserve: $15,200 Percentage Used: 100%

7. Sediment Control – Pin Oak Plaza

- STATUS – No work planned for FY23. Funding held in reserve account for future maintenance.

Budget: $5,200 In reserve: $5,200 Percentage Used: 100%

8. Sediment Control – Elder Oaks

- STATUS – No work planned for FY23. Funding held in reserve account for future maintenance.

Budget: $2,900 In reserve: $2,900 Percentage Used: 100%

9. Sediment Control – Collington

- STATUS – No work planned for FY23. Funding held in reserve account for future maintenance.

Budget: $5,500 In reserve: $5,500 Percentage Used: 100%

10. Stormwater Management

Neighborhood drainage solutions:

- STATUS – Open
- Percentage of completion – 0%
- Estimated completion date – June 30, 2023
- Reasons for any delays – Site just being reported
- Expected results by fiscal year end – Underdrain to be installed.
- Any other pertinent details – The Engineering Superintendent reported a site that needs an underdrain to be installed at Ovalstone and Ockford

Budget: $40,000 Obligated: $0 Percentage Used: 0%

Consultant dredging survey, two per year:

- STATUS – Active
- Percentage of completion –0%
- Estimated completion date – June 30, 2023
- Reasons for any delays – Waiting on in house inspections.
- Expected results by fiscal year end – Complete two dredging surveys.
- Any other pertinent details – N/A

Budget: $19,500 Obligated: $0 Percentage Used: 0%

Green Leaf Pond Restoration - Construction:

- STATUS – Not Started
- Percentage of completion – N/A
- Estimated completion date – N/A
- Reasons for any delays – N/A
- Expected results by fiscal year end – N/A
- Any other pertinent details – N/A

Budget: $181,800 Obligated: $0 Percentage Used: 0%

Idlewild Lane drainage ditch improvement design:

- STATUS – Not Started
- Percentage of completion – N/A
- Estimated completion date – N/A
- Reasons for any delays – N/A
- Expected results by fiscal year end – N/A
- Any other pertinent details – N/A

Budget: $25,000 Obligated: $0 Percentage Used: 0%

North Bay Forebay Cleanup:

- STATUS – Not Started
- Percentage of completion – N/A
- Estimated completion date – N/A
- Reasons for any delays– N/A
- Expected results by fiscal year end – N/A
- Any other pertinent details – N/A

Budget: $25,000 Obligated: $0 Percentage Used: 0%

De-muck drainage basin at Hickory Leaf Court- Construction:

- STATUS – Not Started
- Percentage of completion – N/A
- Estimated completion date – N/A
- Reasons for any delays – N/A
- Expected results by fiscal year end – N/A
- Any other pertinent details – N/A

Budget: $110,000 Obligated: $0 Percentage Used: 0%

11. Public Works Main Facility

Replace garage vehicle lifts:

- STATUS – Cancelled – Smaller lift will be installed instead at a fraction of the cost.
- Percentage of completion – N/A
- Estimated completion date – N/A
- Reasons for any delays – N/A
- Expected results by fiscal year end – N/A
- Any other pertinent details – N/A

Budget: $242,100 Obligated: $0 Percentage Used: 0%

12. Solid Waste Administration Facility

Replace Fencing:

- STATUS – In progress
- Percentage of completion – Contract has been awarded.
- Estimated completion date – May 2023
- Reasons for any delays – N/A
- Expected results by fiscal year end – Completion
- Any other pertinent details – N/A

Budget: $15,500 Obligated: $13,000 Percentage Used: 84%

Replace Sewer Pump:

- STATUS – Cancelled.
- Percentage of completion – 0%
- Estimated completion date – N/A
- Reasons for any delays – N/A
- Expected results by fiscal year end – Problem was solved by installing bins for sanitary pads.
- Any other pertinent details - N/A

Budget: $35,000 Obligated: $0 Percentage Used: 0%

13. Chesapeake Bay

Construction Pin Oak Village SWM pond improvements:

- STATUS – Not started. Still in permitting with PG county on design phase.
- Percentage of completion – 70% in design
- Estimated completion date – 2024
- Reasons for any delays – Permitting
- Expected results by fiscal year end – Design complete. Ready for bidding in FY24
- Any other pertinent details – N/A

Budget: $700,000 Obligated: $1,000 Percentage Used: 0%

Gateway Harbor SWM pond improvements:

- STATUS – In design
- Percentage of completion – 60%
- Estimated completion date – Mid 2023
- Reasons for any delays – Permitting
- Expected results by fiscal year end – Unknown due to permitting.
- Any other pertinent details – Awarded in FY22.

Budget: $30,000 Obligated: $400 Percentage Used: 1%

Stream Restoration MB- MS- 3- Design:

- STATUS – Awarded
- Percentage of completion – 0%
- Estimated completion date – December 31, 2023
- Reasons for any delays – Permitting
- Expected results by fiscal year end – 60% design
- Any other pertinent details – N/A

Budget: $333,100 Obligated: $0 Percentage Used: 0 %

Stream Restoration MB- MS- 4- Construction:

- STATUS – Not started. In design
- Percentage of completion – 60% Design
- Estimated completion date – 2024
- Reasons for any delays – Permitting
- Expected results by fiscal year end – Unknown due to permitting.
- Any other pertinent details – N/A

Budget: $973,500 Obligated: $5,600 Percentage Used: 1%

Glen Allen Pond 2 Repair – Construction:

- STATUS – Under Construction – Awarded in FY22
- Percentage of completion – 80%
- Estimated completion date – March 01, 2023
- Reasons for any delays – Weather
- Expected results by fiscal year end – Project Completed
- Any other pertinent details – The $50K allocated for FY23 are contingency funds.

Budget: $50,000 Obligated: $0 Percentage Used: 0%

Saddlebrook Stream Restoration:

- STATUS – Post construction 5- year monitoring. 2022 monitoring complete.
- Percentage of completion – 50%
- Estimated completion date – June 30, 2023
- Reasons for any delays – N/A
- Expected results by fiscal year end – Complete
- Any other pertinent details – N/A

Budget: $75,000 Obligated: $24,200 Percentage Used: 32%

Renovate drainage basin at Pin Oak and Hall Road – Construction:

- STATUS – Complete
- Percentage of completion – 100%
- Estimated completion date – N/A
- Reasons for any delays – N/A
- Expected results by fiscal year end – N/A
- Any other pertinent details – This project was awarded in FY22.

Budget: $30,000 Obligated: $9,600 Percentage Used: 32%

14. Hiker Bike Trails

Bituminous trail repairs/ replacements along Northview Drive:

- STATUS – Under Attorney Review, Bid advertised in January, 2023
- Percentage of completion – 100% Design
- Estimated completion date – June, 2023
- Reasons for any delays – N/A
- Expected results by fiscal year end – Trail in Service
- Any other pertinent details – N/A

Budget: $57,000 Obligated: $0 Percentage Used: 0%

ADA crosswalk installation at Lerner Place:

- STATUS – Deleted. SHA took ownership of this Project.
- Percentage of completion – N/A
- Estimated completion date – N/A
- Reasons for any delays – N/A
- Expected results by fiscal year end – N/A
- Any other pertinent details – N/A

Budget: $250,000 Obligated: $0 Percentage Used: 0%

15. Bowie Trails Master Plan

Inventory existing & scope out year projects with 30% design:

- STATUS – Completed in previous years
- Percentage of completion – N/A
- Estimated completion date – N/A
- Reasons for any delays – N/A
- Expected results by fiscal year end – N/A
- Any other pertinent details – N/A

Budget: $125,000 Obligated: $0 Percentage Used: 0%

16. Water Plant

Filter System Replacement:

- STATUS – In design
- Percentage of completion – 5%
- Estimated completion date – June 30, 2023
- Reasons for any delays – N/A
- Expected results by fiscal year end – Completed
- Any other pertinent details – N/A

Budget: $150,000 Obligated: $149,500 Percentage Used: 100%

WTP SCADA Implementation:

- STATUS – Deferred pending a master design completed in FY24.
- Percentage of completion – N/A
- Estimated completion date – N/A
- Reasons for any delays – Need engineering design to proceed with next installation.
- Expected results by fiscal year end – N/A
- Any other pertinent details – N/A

Budget: $100,000 Obligated: $1,700 Percentage Used: 2%

Well 5 Replacement:

- STATUS – RFP preparation
- Percentage of completion – 5%
- Estimated completion date – June 30, 2023
- Reasons for any delays – Material supply
- Expected results by fiscal year end – Partially completed
- Any other pertinent details – N/A

Budget: $250,000 Obligated: $0 Percentage Used: 0%

Aeration System Repair and Upgrade:

- STATUS – In progress
- Percentage of completion – 50%
- Estimated completion date – September 30, 2023
- Reasons for any delays – Need additional funding
- Expected results by fiscal year end – Partially completed
- Any other pertinent details – N/A

Budget: $60,000 Obligated: $25,000 Percentage Used: 42%

17. Repainting Water Storage Tanks

Bradford Lane Tank Painting/ Repair Construction:

- STATUS – Deferred to FY24
- Percentage of completion – N/A
- Estimated completion date – 2024
- Reasons for any delays – Pressure reducing valve needs to be fixed first.
- Expected results by fiscal year end – N/A
- Any other pertinent details – N/A

Budget: $199,200 Obligated: $0 Percentage Used: 0%

Media Lane Tank Post Construction Inspection:

- STATUS – Complete
- Percentage of completion – 100%
- Estimated completion date – N/A
- Reasons for any delays – N/A
- Expected results by fiscal year end – N/A
- Any other pertinent details – N/A

Budget: $6,000 Obligated: $0 Percentage Used: 0%

18. Wastewater Treatment Plant

Flow Equalization Electrical Upgrade- Electrical:

- STATUS – Deferred
- Percentage of completion – N/A
- Estimated completion date - FY25
- Reasons for any delays – Insufficient funding
- Expected results by fiscal year end – N/A
- Any other pertinent details – N/A

Budget: $231,000 Obligated: $27,200 Percentage Used: 12%

Sewer Lateral Replacement:

- STATUS – Complete
- Percentage of completion – 100%
- Estimated completion date – N/A
- Reasons for any delays – N/A
- Expected results by fiscal year end – N/A
- Any other pertinent details – N/A

Budget: $80,000 Obligated: $80,000 Percentage Used: 100%

WWTP SCADA Implementation:

- STATUS – Near completion
- Percentage of completion – 95%
- Estimated completion date – February 28, 2023
- Reasons for any delays – N/A
- Expected results by fiscal year end – Completed
- Any other pertinent details– N/A

Budget: $390,000 Obligated: $170,200 Percentage Used: 44%

Return Activation Sludge (RAS) /Waste Activation Sludge (WAS) Upgrade (Design):

- STATUS – In design
- Percentage of completion – 10%
- Estimated completion date – June 30, 2023
- Reasons for any delays – N/A
- Expected results by fiscal year end – Completed
- Any other pertinent details – N/A

Budget: $80,000 Obligated: $78,500 Percentage Used: 98%

WWTP Miscellaneous Equipment Replacement:

- STATUS – Bidding
- Percentage of completion – 5%
- Estimated completion date – 2024
- Reasons for any delays – Material supply
- Expected results by fiscal year end – Partially completed
- Any other pertinent details – N/A

Budget: $80,000 Obligated: $31,900 Percentage Used: 40%

In-line Monitoring Probes:

- STATUS – In progress
- Percentage of completion – 5%
- Estimated completion date – June 30, 2023
- Reasons for any delays – N/A
- Expected results by fiscal year end – Completed
- Any other pertinent details – N/A

Budget: $50,000 Obligated: $800 Percentage Used: 2%

19. Water Distribution System Recapitalization

Meter replacement (Year 7 of 7):

- STATUS – Complete for the year
- Percentage of completion – N/A
- Estimated completion date – 2024
- Reasons for any delays - N/A
- Expected results by fiscal year end – N/A
- Any other pertinent details – N/A

Budget: $275,000 Obligated: $60,500 Percentage Used: 22%

Hydraulic modeling:

- STATUS – Reserved for unexpected needs.
- Percentage of completion –
- Estimated completion date –
- Reasons for any delays –
- Expected results by fiscal year end –
- Any other pertinent details –

Budget: $5,000 Obligated: $0 Percentage Used: 0%

Design for Second 3.5 - mile replacement/ lining project. Construction & inspection/management services for Second 3. 5 - mile replacement/ lining project:

- STATUS – Bidding
- Percentage of completion –
- Estimated completion date – 2024
- Reasons for any delays –
- Expected results by fiscal year end –
- Any other pertinent details –

Budget: $5,100,000 Obligated: $68,800 Percentage Used: 1%

"Growth, Unity, Progress"

PART II

Financial Summary

"Growth, Unity, Progress"

CITY OF BOWIE
GENERAL FUND MAJOR REVENUE SOURCES
MID-YEAR REPORT
FISCAL YEAR 2023

	Actual 2021-2022	Budget 2022-2023	Year-to-date Dec. 31, 2022	Year-to-date Dec. 31, 2021	Percent Earned 2022-2023
Real and Personal Property Taxes	$ 34,099,465	$ 35,716,400	$ 35,094,423	$ 33,821,097	98.3%
Intergovernmental:					
Business Taxes	473,286	410,900	153,608	127,347	37.4%
Federal Grants	340,174	206,400	63,758	215,012	30.9%
State Grants	96,454	96,100	-	-	0.0%
State Shared Revenues	16,599,354	15,796,900	4,393,855	5,081,371	27.8%
Grants from Other Local Units	343,754	314,800	57,025	85,070	18.1%
Total Intergovernmental	17,853,022	16,825,100	4,668,246	5,508,800	27.7%
Licenses and Permits	1,247,874	824,800	522,906	496,679	63.4%
Other:					
Charges for Services and Fines	3,732,074	3,882,500	1,696,562	1,754,142	43.7%
Other Revenues	973,954	1,072,500	896,105	371,174	83.6%
Total Other	4,706,028	4,955,000	2,592,667	2,125,316	52.3%
Sale of Capital Assets	12,950	1,000	4,405	305	440.5%
Appropriated Fund Balance	-	10,163,400	-	-	0.0%
Transfers from Other Funds	560,300	533,700	266,850	233,456	50.0%
Grand Total for Appropriation	$ 58,479,639	$ 69,019,400	$ 43,149,497	$ 42,185,653	62.5%

CITY OF BOWIE
MID-YEAR REPORT
GENERAL FUND EXPENDITURES
FOR FISCAL YEAR 2023

	Actual 2021-2022	Budget 2022-2023	Year-to-date As of Dec. 31, 2022	Year-to-date As of Dec. 31, 2021	Percent Used
City Manager's Department					
City Council	$ 338,318	$ 378,100	$ 224,317	$ 202,579	59.3%
City Manager	1,472,282	1,429,000	499,523	703,566	35.0%
Human Resources	708,860	798,500	345,207	315,386	43.2%
Elections	-	500	-	-	0.0%
Legal Services	209,010	200,000	76,258	68,220	38.1%
Communications	1,038,408	1,042,500	314,766	376,520	30.2%
Business Operations	478,243	1,692,000	217,534	202,780	12.9%
City Clerk	212,965	233,800	98,940	93,583	42.3%
Emergency Management	356,440	527,400	110,852	106,404	21.0%
Economic Development	783,536	1,175,100	409,452	371,886	34.8%
Total City Manager's Department	5,598,062	7,476,900	2,296,849	2,440,924	30.7%
Police Department	13,370,381	14,894,800	7,138,422	6,943,767	47.9%
Information Technology	2,969,477	3,994,100	1,206,729	1,168,173	30.2%
Finance Department	1,267,145	1,481,500	618,118	571,404	41.7%
Department of Community Services					
Community Services	1,083,980	1,220,700	437,886	435,850	35.9%
Building Maintenance	1,247,712	1,530,600	589,443	539,650	38.5%
Housing Inspection and Code Compliance	815,797	1,028,300	367,549	373,486	35.7%
Senior Services	936,409	1,423,200	464,518	422,193	32.6%
Youth Services Bureau	1,324,642	1,423,500	606,781	600,185	42.6%
Animal Control	193,571	260,600	82,270	91,282	31.6%
Recreation and Parks	1,160,758	1,355,600	481,328	540,795	35.5%
Bowie Playhouse	96,233	199,300	60,046	27,351	30.1%
Parks and Grounds	3,669,419	4,249,800	1,663,328	1,567,364	39.1%
Ice Arena	1,049,846	1,183,000	484,239	514,403	40.9%
Historic Properties	563,762	710,900	231,923	220,019	32.6%
Gymnasium	717,663	900,800	303,003	282,133	33.6%
Total Department of Community Services	12,859,792	15,486,300	5,772,314	5,614,711	37.3%
Planning and Community Development	609,799	909,100	327,981	272,746	36.1%
Public Works					
Administrative Division	1,720,959	2,336,800	782,800	772,181	33.5%
Equipment Maintenance and Garage Division	767,108	872,000	318,251	306,364	36.5%
Solid Waste Division	6,404,259	7,451,900	2,731,545	2,648,415	36.7%
Street Maintenance Division	6,223,497	7,228,200	1,496,694	2,576,542	20.7%
Stormwater Management Division	612,226	763,300	272,678	270,720	35.7%
Stormwater Special Taxing Districts	8,463	14,600	6,112	3,879	41.9%
Total Public Works	15,736,512	18,666,800	5,608,080	6,578,101	30.0%
Nondepartmental and Transfers					
Nondepartmental	848,537	926,700	336,258	457,461	36.3%
Debt Service	2,302,910	2,262,600	2,257,228	2,293,653	99.8%
Transfers to Other Funds	2,754,400	2,920,600	-	306,772	0.0%
Total Nondepartmental and Transfers	5,905,847	6,109,900	2,593,486	3,057,886	42.4%
Total Appropriations	$ 58,317,015	$ 69,019,400	$ 25,561,979	$ 26,647,712	37.0%

General Fund

At the mid-year point of FY 2023, General Fund revenues surpassed revenues generated as of the mid-year point of FY 2022, by 0.9 million. General Fund revenues recognized at mid-year was $43,149,497 representing 62.5 percent of total budgeted revenues for Fiscal Year 2023, as compared to $42,185,653 in revenues recognized as of mid-year FY2022, which constituted 65 percent of the budget last year at this time.

Real Property Taxes of $35.1 million increased by $1.3 million from the same period last year. As of December 31, 2022, Income Tax receipts were $3.8 million a decrease of $0.7 million from income tax receipts as of December 31, 2021. Motor Vehicle Fuel Taxes of $0.06 million in FY2023 decreased by $0.34 million compared to FY2022 mid-year of $0.4 million.

Street/Storm Drain Permits revenues of $0.2 million decreased by 0.1 million from the mid-year point of prior fiscal year. Athletic Field Fees and Gymnasium Fees of $0.2 million, Ice Arena Revenues of $0.6 million and Traffic Infractions revenues of $0.4 million in mid-year point of Fiscal Year 2023 was same as that received by mid-year point of Fiscal Year 2022.

Exhibit 1 illustrates the cumulative pace of revenue growth over the course of the fiscal year, for the completed Fiscal Year 2022, in comparison with the current Fiscal Year 2023 revenues recorded from July 1, 2022 through December 31, 2022.

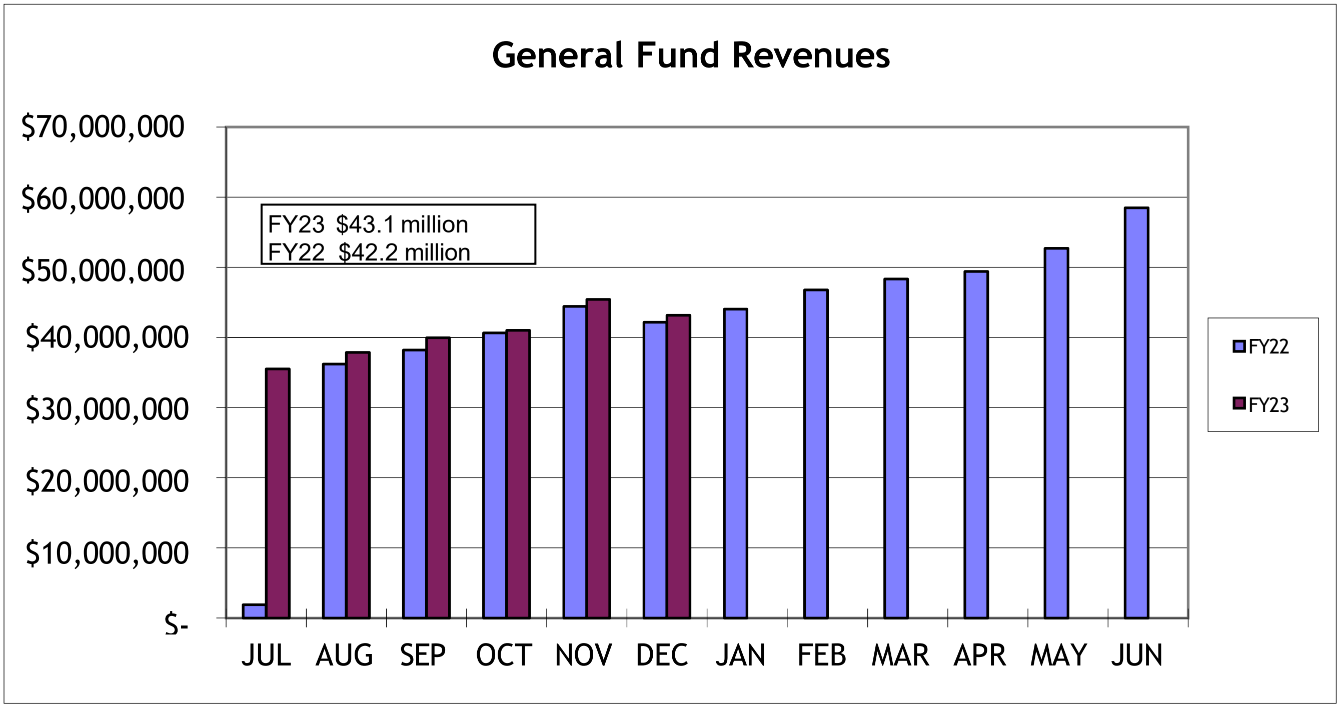


Exhibit 1

General Fund expenditures during the first six months of FY 2023 totaled $25.6 million which was 37 percent of the FY 2023 budget, compared to $26.6 million for the same time last year, which was 41 percent of the FY 2022 budget.

Expenditures for Personal Services of as of December 31, 2022, including payroll taxes and benefits, were $17.8 million, compared to $17.5 million as of December 31, 2021. All other operating expenditures (Contractual Services, Commodities, Debt Service, Interfund Transfers and Other Charges) totaled $7.8 million as of December 31, 2022 versus $9.1 million at the mid-point of FY 2022. Capital Outlay of $6,651 in mid-year of FY 2023 was 0.6 percentage of the budgeted amount. Capital outlay was $83,190 at the mid-point of FY 2022, a 5.9 percentage of the budgeted amount during the mid- point of FY 2022.

As was shown for revenues, the following chart shows the cumulative pace of expenditure growth for Fiscal Year 2023 compared with expenditures recorded in FY 2022.

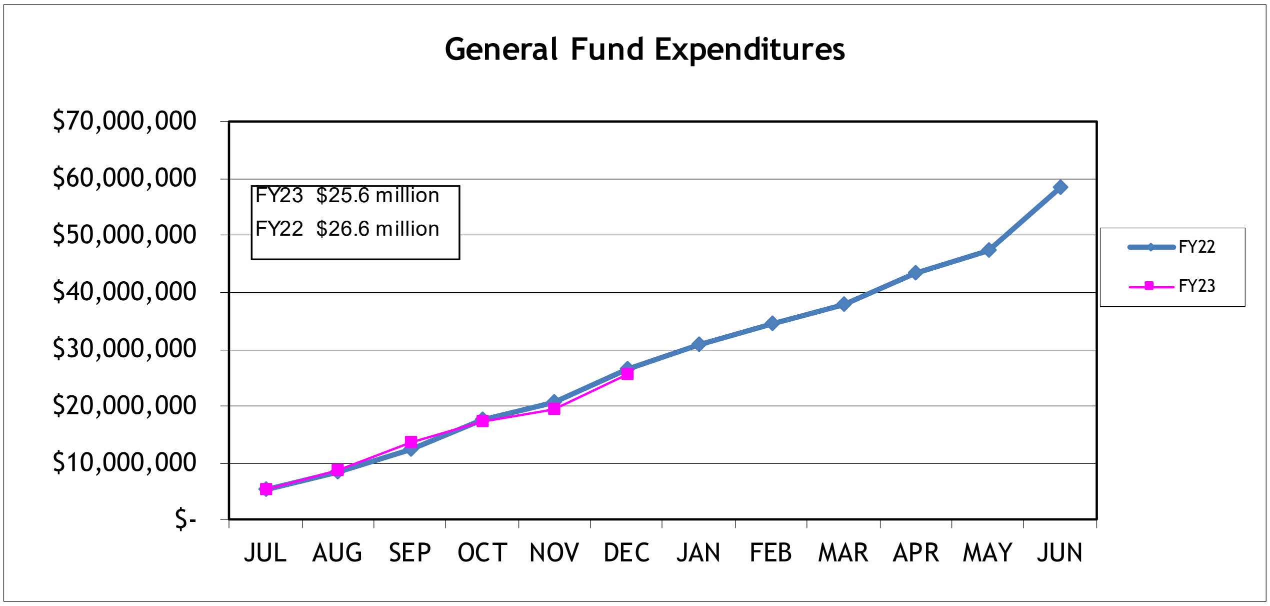


Exhibit 2

EQUIPMENT ACQUISITION and REPLACEMENT FUND

Revenues earned by the fund totaled $92,059 which includes the sale of capital assets and interest income. Expenditures as of December 31, 2022 in the Equipment Acquisition and Replacement Fund totaled $447,105. Acquisitions include body camera for $100,000 (expense incurred in FY2022, however, expense allocated over five years) six police cars for $223,012, one sedan for $39,320, one toro workman, a sweep all machine and one leaf collector for $84,773.

CAPITAL PROJECTS FUND

FY 2023 mid-year capital expenditures of $243,146 major expenditures include $118,598 for Facility Security, $81,036 for Golf Course and $43,154 for various other projects.

CITY OF BOWIE
MID-YEAR REPORT
WATER AND SEWER FUND - REVENUES
2023

	Actual 2021-2022	Budget 2022-2023	Year-to-date As of Dec. 31, 2022	Year-to-date As of Dec. 31, 2021	Percent Earned
Appropriated Retained Earnings	$ -	$ 743,500	$ -	$ -	
Renewal and Replacement	730,178	718,900	358,195	360,093	49.8%
Water Sales	2,542,438	3,064,300	1,026,551	1,021,321	33.5%
Sewage Surcharges	3,428,821	3,731,900	1,269,767	1,352,112	34.0%
Minimum Charges	1,058,982	1,040,000	382,037	386,077	36.7%
Other Revenues	329,128	460,800	356,032	249,576	77.3%
Federal Grant	2,377,105	2,744,200	-	-	0.0%
State Grant	132,757	132,700	146,668	132,757	110.5%
Other Financing Sources	23,800	1,000	-	-	0.0%
Proceeds- Loan	-	2,635,800	-	-	0.0%
Total Revenue	$ 10,623,209	$ 15,273,100	$ 3,539,250	$ 3,501,936	23.2%

CITY OF BOWIE
MID-YEAR REPORT
WATER AND SEWER EXPENDITURES
FOR FISCAL YEAR 2023

	Actual 2021-2022	Budget 2022-2023	As of Dec. 31, 2022	As of Dec. 31, 2021	Percent Used
Billing and Accounting	$ 669,237	$ 700,900	$ 294,168	$ 296,233	42.0%
Water Supply	3,699,600	9,000,600	962,056	2,230,600	10.7%
Sewage Treatment	3,553,369	4,375,800	1,327,808	1,322,996	30.3%
Debt Service	116,841	300,000	-	-	0.0%
Nondepartmental	101,378	362,100	290,724	68,011	80.3%
Transfers-Central Support Service	560,300	533,700	266,850	233,456	50.0%
Total Expenditures	$ 8,700,725	$ 15,273,100	$ 3,141,605	$ 4,151,296	20.6%

Water and Sewer Fund

Water and Sewer revenues of $3.5 million as of December 31, 2022, the mid-point of the 2023 fiscal year was same as the revenues generated as of December 31, 2021. Water consumption at the mid-point of fiscal year 2022 was 228,495 compared to 227,421 gallons in mid-year of fiscal year 2023. Water sales increased by $5,230, or 0.5% increase, and sewerage surcharges decreased by $82,345, or 6.1% decrease.

Exhibit 3 shows year-to-date revenues as of December 31, 2022 for Fiscal Year 2023 compared to Fiscal Year 2022.

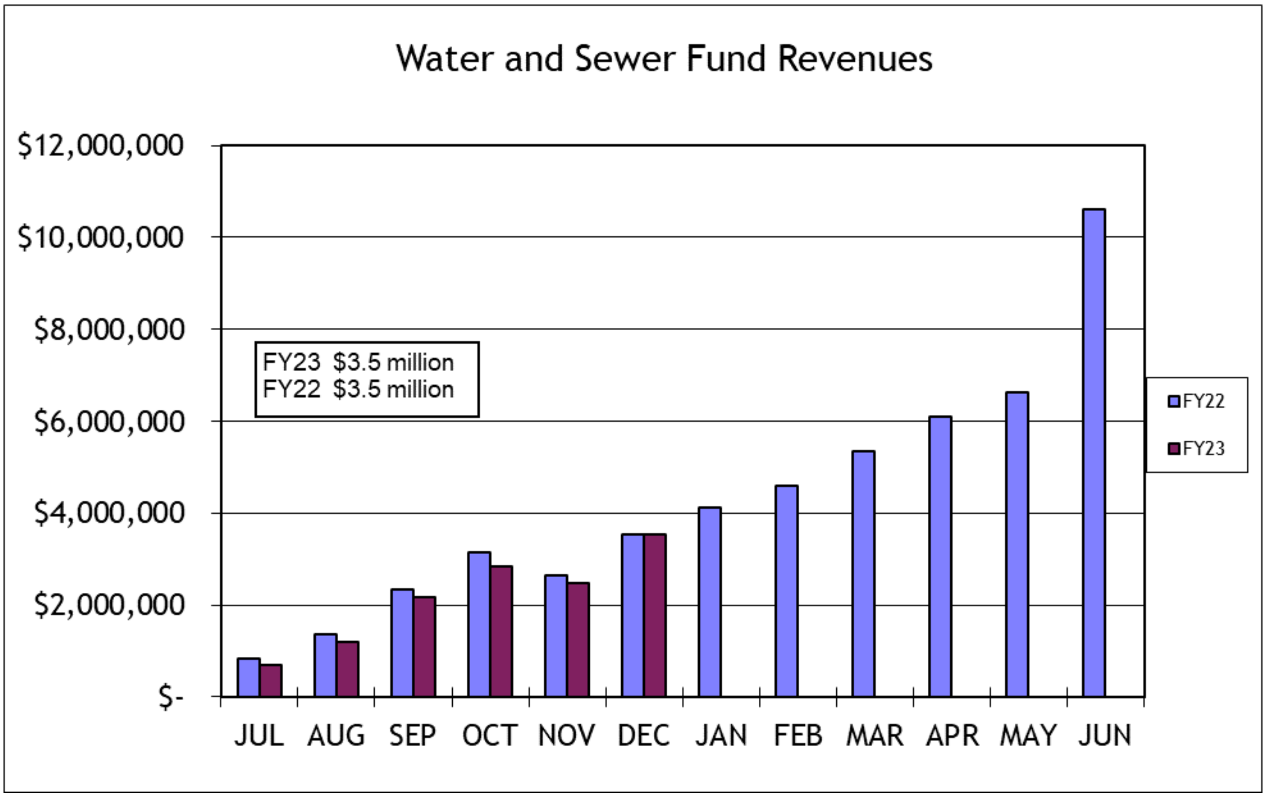


Exhibit 3

Water and Sewer Fund expenditures at the mid-point of Fiscal Year 2023 totaled $3.1 million compared to $4.2 million at the mid-year point of FY2022. Commodities expenditures as of mid-year 2023 were 33% higher than mid-year of last Fiscal Year, while Capital Outlay was 84% lower than mid-year of last Fiscal Year. 38.7% of this expenditure was for water distribution recapitalization project. Total expenditures of mid-year FY2023 represented 21% of the annual budget, while total expenditures as of mid-year FY2022 represented 40% of the annual budget.

Exhibit 4 displays Water and Sewer Fund cumulative year-to-date expenditures for Fiscal Year 2023 compared with Fiscal Year 2022.

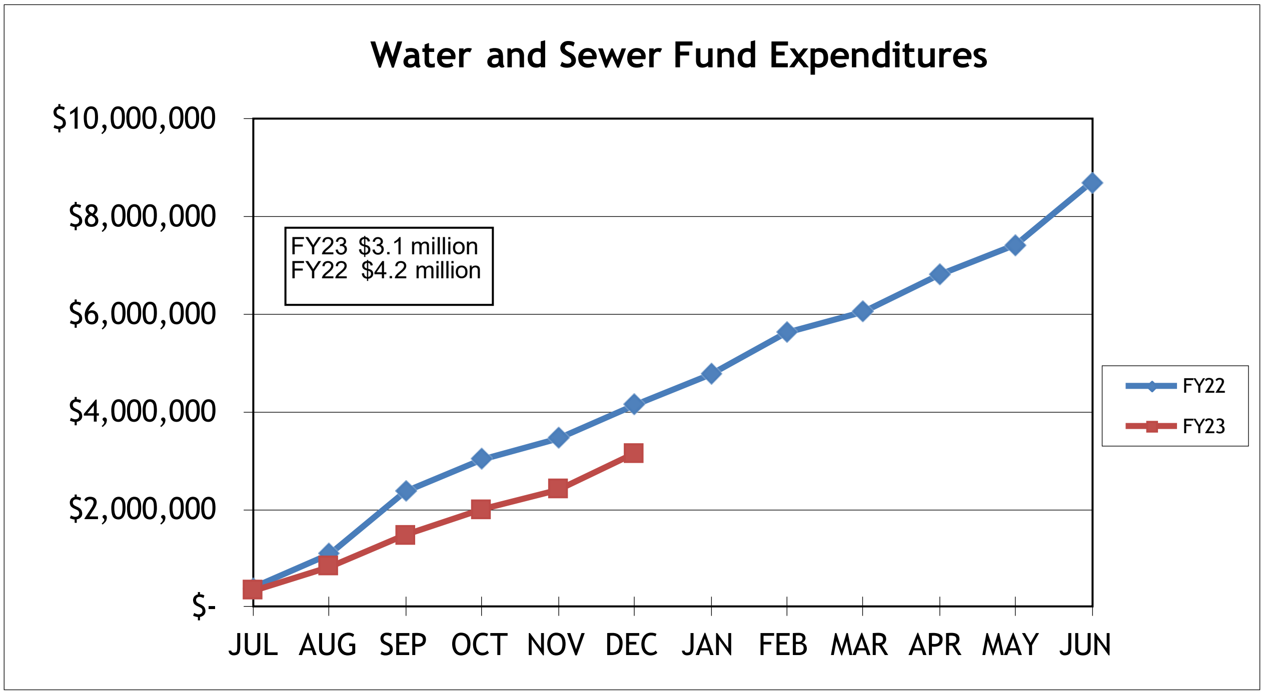


Exhibit 4

Notes:

Memorandum

TO: City Council

FROM: Alfred Lott, City Manager

SUBJECT: Employee Comp Time Policies

DATE: 02/16/2023

Staff will brief Council on employee policies regarding comp time.

ATTACHMENTS: None

Memorandum

TO: City Council

FROM: Alfred Lott, City Manager

SUBJECT: Pickleball Courts at Glen Allen Park

DATE: 02/16/2023

Council will have discussion on the possibility of moving up the construction of pickleball courts at Glen Allen Park.

ATTACHMENTS: None

Memorandum

TO: City Council

FROM: Alfred Lott, City Manager

SUBJECT: Discussion/Request for Approval for Retirement Celebration in Honor of Judge Sheila Adams

DATE: 02/16/2023

Council will have a discussion to consider approval of a retirement celebration in honor of Judge Sheila Adams.

ATTACHMENTS: None

Memorandum

TO: City Council

FROM: Alfred Lott, City Manager

SUBJECT: Discussion/Request for Approval for Naming the City's Dog Park in Honor of Dennis Brady

DATE: 02/16/2023

Council will have a discussion to consider approval of naming the City's Dog Park in honor of former City Councilmember Dennis Brady.

ATTACHMENTS: None