City of Bowie
Regular City Council Meeting

Monday, April 15, 2024
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.** Swearing-in of Rachel Jefferson as Bowie's Deputy Chief of Police and Robert V. Liberati, Jr. as Police Captain

VII. CITY BOARDS AND COMMITTEES

VIII. COUNCIL ANNOUNCEMENTS

IX. CITY MANAGER'S REPORT

X. CONSENT AGENDA

- **A.** Adoption of Proclamation P-2-24 Recognizing April 27, 2024 as Arbor Day in Bowie
- **B.** Adoption of Resolution R-13-24 Accepting a Bid for the Audio Visual Upgrades to the Emergency Operations Center Conference Room and Maintenance of Equipment in the Amount of $237,474.45
- **C.** Adoption of Resolution R-14-24 Authorizing the City Manager to Execute a Limited Access Agreement With the Southern Maryland Agricultural Association, Inc., Regarding Access to the Bowie Race Course Training Center Property Located at 8311, 8406, 8408, and 8410 Race Track Road, for the Purpose of Performing the Work Specified in Exhibit “B” of the Attached Agreement
- **D.** Approval of Adding an Additional Residential Speed Enforcement Location on Excalibur Road

XI. OLD BUSINESS

- **A.** Adoption of Amended Ordinance O-2-24 Amending Bowie City Code, Chapter 22 “Streets and Sidewalks”, Article I “In General” to Clarify that Persons May Not (1) Erect Obstructions Within City Rights-Of-Ways, (2) Spill Materials or Certain Liquids on City Rights-of-Ways, (3) Permit Grass, Shrubs or Trees to Grow into or Over Sidewalks so as to Obstruct the Safe Passage of Pedestrians and (4) Damage City Curbs, Driveway Aprons or Sidewalks; and to Clarify the [Responsibilities of People Who Violate] Penalties for Violating these

Restrictions; and Increasing Fines for Violations of Chapter 22, Article I - **Public Hearing/Eligible for Action**

XII. NEW BUSINESS

A. Introduction of Ordinance O-4-24 and Resolution R-12-24 - Staff will introduce the Fiscal Year 2025 Budget Ordinance and Capital Improvements Program for Fiscal Years 2025-2030 - **Public Hearing**

XIII. ADJOURNMENT

XIV. BUDGET WORKSESSION #1

A. General Fund Revenues, Capital Improvements Program, Capital Projects

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 4/17/24 and 4/20/24 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 2024 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, MAY 6, 2024 - COUNCIL CHAMBERS - 8:00 P.M.

Memorandum

TO: City Council

FROM: Alfred Lott, City Manager

SUBJECT: Swearing-in of Deputy Chief Rachel Jefferson and Captain Robert V. Liberati, Jr.

DATE: 04/11/2024

Rachel Jefferson began her career in law enforcement with the Metropolitan Police Department D.C. and transferred over to the City of Bowie Police Department in 2008. She is the first woman to promote up the ranks from Officer to Commander within the City of Bowie Police Department. She serves in her position and oversees the daily operations of the department and several projects, such as the Unmanned Ariel Vehicle Unit, the Strategic Tactic and Response (S.T.A.R) Team, constructs policies and procedures, and is the Accreditation Manager for CALEA - the Law Enforcement Accreditation process that focuses on standards that provide best practices related to life, health, and safety procedures for the agency.

Deputy Chief Jefferson #038 attended Pennsylvania State University and the University of Maryland, earning a Bachelor's Degree in Psychology and a Master's Degree in Human Services with a concentration in counseling. She is also a graduate of Northwestern University's School of Police Staff & Command (SPSC) program, which is an intensive leadership and management education program that helps prepare experienced law enforcement professionals for success in senior command positions.

Robert V. Liberati, Jr. began his law enforcement career with the Prince George's County Police Department, where he served for over 30 years, before retiring in 2016. While with the Prince George's County Police Department, he served in many roles, including Commander of the Crime Scene Investigation Unit, Commander of the Records Management Division, Commander of the Patrol Enforcement Division, etc. He then served for 2 years as the Director of the Automated Traffic Violation Enforcement System for the City of Baltimore. In 2018, he was selected as Chief of the Town of Landover Hills Police Department.

Captain Liberati #130 graduated with a Bachelor of Science Degree from the University of Maryland and graduated from the FBI National Academy.

ATTACHMENTS: None

Memorandum

TO: City Council

FROM: Alfred Lott, City Manager

SUBJECT: Proclamation P-2-24

DATE: 04/11/2024

Proclamation P-2-24 recognizes April 27, 2024 as Arbor Day in Bowie.

ATTACHMENTS: 1. 20240415 - Proclamation P-2-24

PROCLAMATION
OF THE COUNCIL OF THE CITY OF BOWIE, MARYLAND
RECOGNIZING APRIL 27, 2024 AS ARBOR DAY IN BOWIE

WHEREAS, in 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees; and

WHEREAS, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska; and

WHEREAS, Arbor Day is now observed throughout the nation and the world; and

WHEREAS, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce oxygen and provide habitat for wildlife; and

WHEREAS, trees in our City increase property values, enhance the economic vitality of our business areas, and beautify our community; and

WHEREAS, the City of Bowie has been designated as a Tree City USA and a PLANT (People Loving and Nurturing Trees) Community for the past thirty-two years in recognition of their effort in enhancing urban forests.

NOW, THEREFORE, BE IT PROCLAIMED that the Council of the City of Bowie, Maryland does hereby declare April 27, 2024, as Arbor Day in the City of Bowie and urges all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodland.

INTRODUCED AND PASSED by the Council of the City of Bowie, Maryland at a Regular Meeting on April 15, 2024.

Attest:

____
Timothy J. Adams, Mayor

____
Awilda Hernandez, City Clerk

Memorandum

TO: City Council

FROM: Alfred Lott, City Manager

SUBJECT: Audio Visual Upgrades to the Emergency Operations Center Conference Room and Maintenance of the Equipment
Resolution R-13-24

DATE: 04/11/2024

A legal notice advertising an Invitation for Bids was issued on eMaryland Marketplace Advantage and on the City's website on December 12, 2023. Bids were received from the following firms on February 13, 2024:

AV3, Inc.	$237,474.45
Sandy Audio Visual, LLC	$294,562.16

The bids were evaluated as required by City Charter and the Procurement Policy. Criteria for selection included compliance with the required specifications and price.

After careful review and negotiation, it was determined that AV3, Inc. of Mechanicsville, MD, had submitted the most responsive and responsible bid in the amount of $237,474.45. This is within the budget of $240,000.

I concur with the above recommendation and request your approval of Resolution R-13-24.

ATTACHMENTS: 1. 20240415 - Resolution R-13-24

RESOLUTION
OF THE COUNCIL OF THE CITY OF BOWIE, MARYLAND
ACCEPTING A BID FOR THE AUDIO VISUAL UPGRADES TO THE EMERGENCY OPERATIONS CENTER CONFERENCE ROOM AND MAINTENANCE OF EQUIPMENT IN THE AMOUNT OF $237,474.45

WHEREAS, pursuant to Section 61 of the City Charter, on December 12, 2023, an Invitation for Bids was issued on eMaryland Marketplace Advantage and on the City's website for the audio visual upgrades to the emergency operations center conference room and maintenance of equipment; and

WHEREAS, on February 13, 2024, the City received two (2) bids; and

WHEREAS, after careful review, it was determined that AV3, Inc. of Mechanicsville, MD, had submitted the lowest, most responsive, and responsible bid in the amount of $237,474.45.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Bowie, Maryland, that the Council hereby accepts the bid proposal of AV3, Inc. and authorizes the award of a contract to AV3, Inc. in the amount of $237,474.45.

INTRODUCED AND PASSED by the Council of the City of Bowie, Maryland at a meeting on ______________________, 2024.

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

Memorandum

TO: City Council

FROM: Alfred Lott, City Manager

SUBJECT: Bowie Race Course Training Center Limited Access Agreement
Resolution R-14-24

DATE: 04/11/2024

The owner of the Bowie Race Course Training Center has consented to a Limited Access Agreement allowing the City and its authorized agents to enter the property in order to survey the site for regulated contaminants in the soil strata and/or groundwater, their toxicity levels and the estimated cost for the City to mitigate such contaminants. The limited access period granted in the Agreement runs from April 30, 2024 and May 31, 2024. Since the Racing and Community Development Act of 2020 mandates that the property be ultimately transferred to the City, it is in the City's best interest at this time to ascertain whether any environmental constraints are present on the property. Approval of Resolution R-14-24 will authorize the City Manager to execute the Limited Access Agreement and proceed with the necessary testing and evaluation activities.

Recommendation: It is recommended that Council approve Resolution R-14-24.

ATTACHMENTS:
1. 20240415 - Resolution R-14-24
2. 20240415 - Bowie Access Agreement Final

RESOLUTION OF THE COUNCIL OF THE CITY OF BOWIE, MARYLAND AUTHORIZING THE CITY MANAGER TO EXECUTE A LIMITED ACCESS AGREEMENT WITH THE SOUTHERN MARYLAND AGRICULTURAL ASSOCIATION, INC., REGARDING ACCESS TO THE BOWIE RACE COURSE TRAINING CENTER PROPERTY LOCATED AT 8311, 8406, 8408 AND 8410 RACE TRACK ROAD, FOR THE PURPOSE OF PERFORMING THE WORK SPECIFIED IN EXHIBIT "B" OF THE ATTACHED AGREEMENT

WHEREAS, the Southern Maryland Agricultural Association, Inc. (SMAA) is the owner of the Bowie Race Course Training Center property, and pursuant to the Racing and Community Development Act of 2020, SMAA is to ultimately convey the property to the City; and

WHEREAS, the City has requested early access to the Property to perform certain testing as more particularly described in Exhibit "B" of the attached Limited Access Agreement; and

WHEREAS, SMAA has agreed to permit the City and its authorized agents to enter the Property for that limited purpose pursuant to the provisions of the attached Limited Access Agreement; and

WHEREAS, due to the very short duration specified in the Limited Access Agreement, time is of the essence for the City to implement the work described therein.

NOW, THEREFORE, BE IT RESOLVED, by the Council of the City of Bowie, Maryland, that the Council authorizes the City Manager to execute the Limited Access Agreement attached hereto and directs City staff to advance activities related to the Scope of Work defined in Exhibit "B" of the Agreement at the earliest opportunity.

INTRODUCED AND PASSED by the Council of the City of Bowie, Maryland, at a Regular Meeting on April 15, 2024.

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

LIMITED ACCESS AGREEMENT

This Limited Access Agreement (this "**Agreement**") is entered into as of the ___ day of April, 2024 (the "**Effective Date**"), by and between **SOUTHERN MARYLAND AGRICULTURAL ASSOCIATION, INC.** ("**Owner**") and **CITY OF BOWIE ("the City")**, a municipality of the State of Maryland . The Owner and the City may each be referenced herein as a "party" and collectively as the "parties."

BACKGROUND FACTS

A. Owner is the owner of that certain real property described as the Bowie Race Course Training Center property of approximately 180 acres, including the land located at 8311 Race Track Road, 8406 Race Track Road, 8408 Race Track Road, 8410 Race Track Road, in Bowie, Maryland, and more fully described on Exhibit "A" attached hereto (the "**Property**").

B. Pursuant to the Racing and Community Development Act of 2020, Md. Code Ann., Bus. Reg. Art. §11-519 ("**RCDA**"), the legislature of the State of Maryland mandated that:

a. the Owner convey the Property to the City, "as is," with all defects that may exist, whether known or unknown, and without any express or implied warranty, guarantee by, or recourse against the conveyor of the property;

b. "[n]otwithstanding any other provision of law, the conveyor of the Bowie Race Course Training Center property shall be held harmless against any and all claims and risks, now or in the future, arising directly or indirectly from, or in any way related to, the condition of the property or conveyance, with all those claims and risks assumed by the City of Bowie."

C. In connection with the anticipated conveyance of the Property to the City, the City has requested early access to the Property to perform certain testing as more particularly described below.

D. While under no obligation to do so, Owner is willing as an accommodation and without prejudice, to permit the City and its authorized agents to enter the Property for that limited purpose on the terms and conditions set forth herein.

NOW, THEREFORE, Owner and City hereby agree as follows:

1. **Background Facts.** The Background Facts set forth above are restated and incorporated herein by reference.

2. **Certain Definitions.** As used in this Agreement, the following terms shall have the following meanings:

The term "**Environmental Laws**" means any present and future federal, state and local laws, statutes, ordinances, rules, regulations and the like, as well as common law, relating to protection of human health or the environment, in each case relating to Hazardous Substances and/or relating to liability for or costs of other actual or threatened danger to human health or the environment and which are applicable to the Property. The term "**Environmental Laws**" also includes, but is not limited to, any present and future federal, state and local laws, statutes, ordinances, rules, regulations and the like, as well as common law, conditioning transfer of property upon a negative declaration or other approval of any governmental authority of the environmental condition of the Property; requiring notification or disclosure of Releases of Hazardous Substances or other environmental condition of a property to any governmental authority or other person or entity, whether or not in connection with any transfer of title to or interest in such property; imposing conditions or requirements in connection with permits or other authorization for lawful activity; relating to nuisance, trespass or other causes of action related to the Property; and relating to wrongful death, personal injury or property or other damage in connection with any physical condition or use of the Property.

The term "**Hazardous Substances**" includes, but is not limited to, any and all substances (whether solid, liquid or gas) defined, listed or otherwise classified as pollutants, hazardous wastes, hazardous substances, hazardous materials, extremely hazardous wastes or words of similar meaning or regulatory effect under any present or future Environmental Laws or that may have a negative impact on human health or the environment, including, but not limited to, petroleum and petroleum products, asbestos and asbestos-containing materials, polychlorinated biphenyls, lead, radon, radioactive materials, flammables and explosives, Lead Based Paint and Toxic Mold. Notwithstanding anything to the contrary contained herein, the term "Hazardous Substances" will not include substances which otherwise would be included in such definition but which are of kinds and in amounts ordinarily and customarily used or stored in similar properties, including, without limitation substances used for the purposes of cleaning, maintenance, operations, construction and renovation, substances typically used in construction, and typical products used in properties like the Property, and which are otherwise in compliance with all Environmental Laws.

The term "**Release**" with respect to any Hazardous Substance includes, but is not limited to, any release, deposit, discharge, emission, leaking, leaching, spilling, seeping, migrating, injecting, pumping, pouring, emptying, escaping, dumping, disposing or other movement of Hazardous Substances.

The term "**Toxic Mold**" means fungi that reproduces through the release of spores or the splitting of cells or other means that may pose a risk to human health or the environment, including, but not limited to, mold, mildew, fungi, fungal spores, fragments and metabolites such as mycotoxins and microbial volatile organic compounds.

3. **Limited Access**.

(a) Subject to the terms set forth below, Owner hereby grants to the City and its employees, authorized agents and contractors, the limited non-exclusive right, at City's sole cost and expense, to enter upon the Property for the sole purpose of performing the work set forth on Exhibit "B" attached hereto and incorporated herein ("the "**Work**"). Owner shall have the right, but not the duty, at all times to have a representative of Owner accompany any employee, agent or contractor of the City while such person is on the Property. Notwithstanding anything to the contrary herein, the limited access granted herein shall only be effective during the period from April 30, 2024 and May 31, 2024 (the "**Access Period**").

(b) The City shall provide written notice (which may be by email) to Owner at least two (2) business days prior to the date during the Access Period that the City proposes to perform the Work (the "**Commencement Date**"). The written notice shall describe the proposed work, and its general location and duration (including any phasing), with reasonable specificity and, unless Owner objects in writing (which may be by email) to the Commencement Date prior to the Commencement Date, the City may commence the performance of the Work on such date.

(c) The Work shall be performed in compliance with all local, state and federal laws, rules and regulations, including, without limitation, any and all permits required thereunder, which permits shall be obtained by and at the sole cost of the City.

(d) The provisions of this Section 4 shall survive the termination of this Agreement.

4. **Indemnity by the City**. The City shall, at its sole cost and expense, protect, release, indemnify, hold harmless and, if requested by Owner (in Owner's sole and unreviewable discretion), defend (with counsel approved by Owner) Owner, together with its affiliates, parent and subsidiary entities, successors, assigns, partners, managers, members, employees, officers, directors, trustees, shareholders, counsel, representatives and agents (collectively, including Owner, "**Owner's Indemnified Parties**"), from and against any and all damages, mechanics' liens, liabilities, losses, demands, actions, causes of action, claims, costs and expenses (including, without limitation, reasonable attorneys' , experts', consultants' and laboratories' fees and court costs) actually imposed upon, or incurred by, or asserted against such Owner Indemnified Parties, arising from or related to (i) the City's and/or its employees', agents' or contractors' entry onto the Property, (ii) any Work conducted thereon by the City and/or its employees', agents' or contractors or (iii) the City's negligence, willful misconduct or breach of this agreement. The provisions of this Section 5 shall be in addition to and not in lieu of the indemnifications and releases required to be provided by the City to the Owner pursuant to the RCDA, shall become effective upon the Effective Date, and shall survive the termination or expiration of this Agreement. The covenants, agreements and obligations of the City contained in this Agreement will not merge or terminate, and shall expressly survive, the conveyance of the Property to the City.

5. **Insurance**. The City shall maintain and cause its agents and contractors to maintain (a) casualty insurance and comprehensive public liability insurance from insurance companies reasonably acceptable to Owner authorized to issue insurance in the State of Maryland with coverages of not less than $2,000,000.00 for injury or death to any one person and $5,000,000.00 for injury or death to more than one person and $1,000,000.00 with respect to property damage, which coverage must include a contractual liability endorsement evidencing coverage of the City's obligations under this Agreement, with Owner and any other parties designated in writing by Owner named as additional insureds, (b) 'worker's compensation insurance for all of their respective employees in accordance with the law of Maryland. In addition thereto, the City shall maintain, and shall cause each of its agents and contractors to maintain, full site specific pollution

legal liability insurance for all remedial costs from insurance companies reasonably acceptable to Owner authorized to issue said pollution legal liability insurance in the State of Maryland with coverages of not less than \$5,000,000.00, with Owner and any other parties designated in writing by Owner named as additional insureds. The City shall deliver proof of the insurance coverage required pursuant to this Agreement to Owner prior to City's or its employees', agents' or contractors' entry onto the Property. The provisions of this Section 7 shall survive the termination of this Agreement. Nothing herein contained, including but not limited to insurance carried by the City, shall in any way be deemed to limit the City's liability under this Agreement or otherwise.

6. **Termination**. This Agreement shall automatically terminate without further notice or execution of any documentation by Owner and/or the City on May 15, 2024 (the "**Termination Date**"). For the avoidance of doubt, any provisions which by their terms expressly survive the termination of this Agreement shall continue to be in full force and effect following such Termination Date, including but not limited to Sections 4, 5, 7, 10, 12, 13, 14, 15, 16 and 20.

7. **Intentionally Deleted.**

8. **Attorneys' Fees.** If any action or proceeding is commenced (including an appeal thereof) to enforce any of the provisions of this Agreement, the unsuccessful party therein shall pay all costs incurred by the prevailing party therein, including attorneys' fees (including, in-house counsel), disbursements and costs, court costs and reimbursements for any other expenses incurred in connection therewith. The rights and obligations of the parties under this Section 12 shall survive the termination or expiration of this Agreement.

9. **Construction**. This Agreement shall not be construed against either party as drafter being the product of negotiations. Each party was represented by counsel of its choice in connection with this Agreement.

10. **No Assignability**. This Agreement may not be assigned without first obtaining the prior written approval of the non-assigning party which approval may be withheld in its sole and unreviewable discretion; provided however, this Agreement may be assigned by Owner to any affiliate of Owner in its sole discretion.

11. **Governing Law and Forum**. This Agreement shall be governed by the laws of the State of Maryland. Any action to enforce, referring or relating to, or arising out of this Agreement shall be brought in the Circuit Court of Prince George's County, and neither party shall seek to change venue or remove this action to any other court.

12. **Waiver of Jury Trial.** EACH PARTY ACKNOWLEDGES AND AGREES THAT ANY CONTROVERSY WHICH MAY ARISE UNDER THIS COMMERCIAL AGREEMENT IS LIKELY TO INVOLVE COMPLICATED AND DIFFICULT ISSUES AND, THEREFORE, EACH SUCH PARTY IRREVOCABLY AND UNCONDITIONALLY WAIVES ANY RIGHT IT MAY HAVE TO A TRIAL BY JURY IN RESPECT OF ANY ACTION ARISING OUT OF OR RELATING TO THIS AGREEMENT. EACH PARTY CERTIFIES AND ACKNOWLEDGES THAT (I) NO REPRESENTATIVE OF ANY OTHER PARTY HAS REPRESENTED, EXPRESSLY OR OTHERWISE, THAT SUCH OTHER PARTY WOULD NOT SEEK TO ENFORCE THE FOREGOING WAIVER IN THE EVENT OF AN ACTION,

(II) SUCH PARTY HAS CONSIDERED THE IMPLICATIONS OF THIS WAIVER, (III) SUCH PARTY MAKES THIS WAIVER VOLUNTARILY, AND (IV) SUCH PARTY HAS BEEN INDUCED TO ENTER INTO THIS AGREEMENT BY, AMONG OTHER THINGS, THE MUTUAL WAIVERS AND CERTIFICATIONS IN THIS SECTION 16.

13. **Multiple Counterparts**. This Agreement may be executed in a number of identical counterparts. If so executed, each of such counterparts is to be deemed an original for all purposes and all such counterparts shall collectively constitute one Agreement.

14. **Time of The Essence**. It is expressly agreed by the parties hereto that time is of the essence with respect to this Agreement.

15. **Electronic Signatures**. This Agreement may be executed byelectronically inserted images of actual signatures, which shall be binding on the parties hereto.

16. **Notices**. All notices, demands and requests which may be given or which are required to be given by either party to the other, and any exercise of a right of termination provided by this Agreement, shall be in writing and shall be deemed received (a) when personally delivered to the party to receive such notice, (b) whether actually received or not, one (1) business day after deposit with a commercial express delivery service, with delivery costs prepaid, addressed as follows, or (c) on the business day that it is received by the other party (or the first business day following such party's receipt, if received other than on a business day or after business hours) when sent by facsimile or email to the address and number for such party set forth below:

If to Owner:

Southern Maryland Agricultural Association, Inc.
198 Laurel Race Track Road
Laurel, MD 20725
Attn: Real Estate
Email: marie.long@stronachgroup.com
and legal@stronachgroup.com

and

Southern Maryland Agricultural Association, Inc.
#2 – 95 Eric T. Smith Way
Aurora, Ontario, Canada
L4G 0Z6
Attn: Legal

To the City:

Alfred D. Lott, City Manager
15901 Fred Robinson Way
Bowie, Maryland 20716
alott@cityofbowie.org

With a copy to: Elissa D. Levan, City Attorney
Levan Ruff LLC
2007 Tidewater Colony Drive
Annapolis, Maryland 21401
elevan@levanruff.com

Any party may change the address to which notices and other communications hereunder are to be delivered by giving the other parties hereto notice in the manner herein set forth. Any party may give any notice or other communication hereunder by or through its counsel.

17. **Waiver of Sovereign Immunity**. By entering into this Limited Access Agreement, the City of Bowie intends to waive, and in fact waives, sovereign immunity to the fullest extent permitted by §5-5A-01 of the Courts & Judicial Proceedings Article of the Maryland Code, and all other applicable laws, if any, as to any and all claims, demands, contract actions, or actions against it or its units arising out of, or referring or relating to, this Limited Access Agreement. The City of Bowie is aware of no State or other law that provides otherwise or that precludes or limits such waiver.

IN WITNESS WHEREOF, Owner and the City have entered into this Agreement as of the date written above and have affixed their respective seals intending this document to be a document under SEAL and a specialty under Maryland law.

WITNESS/ATTEST: OWNER:
SOUTHERN MARYLAND AGRICULTURAL ASSOCATION, INC

_______________________________ By: ____________________________(SEAL)
Name:
Title:

WITNESS/ATTEST: CITY
THE CITY OF BOWIE, MARYLAND

_______________________________ By:____________________________(SEAL)
Awilda Hernandez, Clerk Alfred Lott, City Manager

EXHIBIT "A"

(Legal Description of the Property)

PROPERTY OF
SOUTHERN MARYLAND AGRICULTURAL ASSOCIATION
BOWIE (14TH) DISTRICT
PRINCE GEORGE'S COUNTY, MARYLAND

PART 1:

BEGINNING for the same at a point on the easterly right of way line of Race Track Road (variable width R/W) as shown on Prince George's County Right of Way Plat No. 1394, said point being 25.00 feet easterly of and perpendicular to baseline of right of way station 4+38.73 and running with and along said right of way line

1. North 17°40'24" East 410.15 feet to a point being 25.00 feet easterly of and perpendicular to baseline station 8+48.88; thence
2. North 18°58'27" East 191.80 feet to a point; thence
3. North 45°38'48" West 130.29 feet to a point; thence
4. North 32°32'09" West 12.94 feet to a point; thence
5. North 45°35'24" West 67.09 feet to a point being 18.00 feet northeasterly of and perpendicular to baseline station 1+84.84 (Ahead) or 11+84.84 (Back); thence
6. North 45°35'22" West 915.34 feet to a point; thence
7. North 46°00'48" West 650.01 feet to a point; thence
8. North 45°23'36" West 143.88 feet to a point being 22.00 feet northeasterly of and perpendicular to baseline station 18+94.51 (Ahd) or 18+95.87 (Bk) as shown on P.G. Co. Right of Way Plat No. 1396; thence
9. North 45°54'04" West 98.24 feet to a point; thence
10. 270.81 feet along the arc of a curve deflecting to the left having a radius of 1927.74 feet and a chord bearing and distance of North 53°08'07" West 270.58 feet to a point being 25.00 feet northerly of and perpendicular to baseline station 22+58.81; thence
11. 204.25 feet along the arc of a curve deflecting to the left having a radius of 3025.00 feet and a chord bearing and distance of North 59°05'39" West 204.21 feet to a point being 25.00 feet northerly of and perpendicular to baseline station 24+61.37; thence
12. North 61°01'42" West 176.96 feet to a point being 25.00 feet northerly of and perpendicular to baseline station 26+38.33; thence
13. 88.58 feet along the arc of a curve deflecting to the right having a radius of 875.00 feet and a chord bearing and distance of North 58°07'42" West 88.54 feet to a point being 25.00 feet northerly of and perpendicular to baseline station 27+29.51 (Ahd) or 27+29.44 (Bk) as shown on P.G. Co. Right of Way Plat No. 1397; thence
14. North 55°13'41" West 21.28 feet to a point; thence leaving said right of way line of Race Track Road and running with the southeasterly line of Lots 3 and 4 as shown on a plat of subdivision entitled "Addition to Bowie, Lots 3 and 4" recorded in Plat Book VJ 189 as Plat No. 69 and the southwesterly extension thereof
15. North 47°24'13" East 287.88 feet to an iron pipe found, said point being the northeast corner of said Lot 4; thence running with and along the northerly line of said Lot 4 and Lot 1 as shown on a plat of subdivision entitled "Lots 1 and 2, Addition to Bowie" recorded in Plat Book WWW 78 as Plat No. 31
16. North 60°29'43" West 302.60 feet to a point, said point being the northerly most corner of said Lot 1; thence running with and along the easterly outline of the land of the Maryland–National Capital Park & Planning Commission (MNCPPC) as described as Parcel 2 in a deed recorded in Liber 13708 Folio 619
17. 446.88 feet along the arc of a curve deflecting to the left having a radius of 4844.19 feet and a chord bearing and distance of North 57°56'33" East 446.72 feet to a point at the northeast corner of said parcel; thence running with and along the southerly outline of the land of the MNCPPC as described as Parcel B in a deed recorded in Liber 14469 Folio 673 the following courses and distances:
18. 221.78 feet along the arc of a curve deflecting to the right having a radius of 378.50 feet and a chord bearing and distance of South 62°40'07" East 218.62 feet to a point; thence
19. South 50°14'57" East 265.00 feet to a point; thence
20. South 48°55'47" East 147.73 feet to a point; thence
21. South 51°35'47" East 29.61 feet to a point; thence
22. North 35°11'03" East 60.00 feet to a point on the outline of the land of MNCPPC as described as Parcel 1 in a deed recorded in Liber 13708 Folio 619; thence running with and along said property the following courses and distances:
23. South 51°31'43" East 3.55 feet to an iron pipe found; thence
24. North 32°17'12" East 6.06 feet to an iron pipe found; thence
25. South 70°45'50" East 119.15 feet to an iron pipe found; thence
26. North 66°39'51" East 1719.20 feet to a point on the southerly bank of the Patuxent River; thence running with and along the said southerly bank of the Patuxent River the following eleven (11) courses and distances:
27. South 17°18'30" East 131.92 feet to a point; thence
28. South 24°01'21" East 115.09 feet to a point; thence
29. South 38°14'19" East 93.53 feet to a point; thence
30. North 86°58'13" East 106.68 feet to a point; thence
31. South 25°04'22" East 91.18 feet to a point; thence
32. South 08°28'21" West 115.62 feet to a point; thence
33. South 21°55'13" East 243.26 feet to a point; thence
34. South 41°35'37" East 173.63 feet to a point; thence
35. South 16°26'25" East 134.83 feet to a point; thence
36. South 35°58'09" East 114.34 feet to a point; thence
37. South 45°01'43" East 140.73 feet to a point on the westerly outline of Parcel H as shown on a plat of subdivision entitled "Plat Twenty, Saddlebrook" recorded in Plat Book VJ 171 as Plat No. 82; thence leaving said bank of the Patuxent River and running with and along the said westerly outline of Parcel H as shown on said "Plat Twenty, Saddlebrook" and a plat entitled "Plat Eighteen, Saddlebrook" recorded in Plat Book VJ 172 as Plat No. 48 the following seven (7) courses and distances:
38. South 42°08'43" West 253.81 feet to a point; thence
39. South 07°21'17" East 460.00 feet to a point; thence
40. South 25°08'43" West 215.00 feet to a point; thence
41. South 40°58'03" East 327.90 feet to a point; thence
42. South 02°12'48" West 337.96 feet to a point; thence
43. South 45°28'41" West 471.76 feet to a point; thence
44. South 02°07'55" West 150.43 feet to a point; thence running with the northerly outline of Parcel D as shown on plats of subdivision entitled "Plat Five, Saddlebrook" recorded in Plat Book VJ 171 as Plat No. 67 and "Plat Ten, Saddlebrook" recorded in Plat Book VJ 171 as Plat No. 72 the following three (3) courses and distances:
45. North 88°10'24" West 342.41 feet to a point; thence
46. South 79°20'16" West 329.69 feet to a point; thence
47. South 67°45'27" West 405.81 feet to the point of beginning.

CONTAINING 5,604,297 square feet or 128.6570 acres of land.

PART 2:

BEGINNING for the same at a point, said point being at the northerly end of the division line between Lot 56 and Lot 59, Block F as shown on plats of subdivision entitled "Plat Sixteen, Saddlebrook West" recorded in Plat Book VJ 179 as Plat No. 32 and "Plat Seventeen, Saddlebrook West" recorded in Plat Book VJ 179 as Plat No. 33 and running with the northerly outline of said "Plat Sixteen" and plats entitled "Plat Fifteen, Saddlebrook West" and "Plat Fourteen, Saddlebrook West" recorded in Plat Books VJ 179 as Plat Nos. 31 and 30, respectivelyt

1. North 65°56'41" West 1719.11 feet to a point being the northwest corner of Lot 37, Block F as shown on said "Plat Fourteen"; thence running with the easterly outline of subdivision plats entitled " Plat Thirteen, Saddlebrook West" and "Plat Thirty–two, Saddlebrook West" recorded in Plat Books VJ 179 as Plat Nos. 29 and 48, respectively
2. North 09°32'42" East 66.64 feet to a point; thence
3. North 28°50'20" East 427.02 feet to a point; thence
4. North 86°20'41" East 117.11 feet to a point; thence
5. South 88°45'54" East 166.25 feet to a point; thence
6. North 31°24'21" East 216.13 feet to a point; thence
7. North 60°34'43" East 276.67 feet to a point; thence
8. North 60°34'43" East 16.74 feet to a point on the southerly right of way line of Race Track Road (variable width R/W) as shown on P.G. Co. Right of Way Plat No. 1396; thence running with and along said right of way line the following courses and distances:
9. 20.28 feet along the arc of a curve deflecting to the right having a radius of 2975.00 feet and a chord bearing and distance of South 57°21'18" East 20.28 feet to a point being 25.00 feet southerly of and perpendicular to baseline station 22+58.81; thence
10. 359.52 feet along the arc of a curve deflecting to the right having a radius of 1877.74 feet and a chord bearing and distance of South 51°40'29" East 358.97 feet to a point being 25.00 feet southerly of and perpendicular to base line station 18+94.51 (Ahd) or 18+93.87 (Bk); thence
11. South 46°11'25" East 793.56 feet to a point; thence
12. South 45°35'22" East 283.89 feet to a point; thence leaving said southerly road right of way line and running with the westerly outline of said "Plat Seventeen, Saddlebrook West" the following courses and distances:
13. South 45°18'24" West 278.92 feet to a point; thence
14. South 42°09'34" West 100.41 feet to a point; thence
15. South 34°52'32" West 67.65 feet to a point; thence
16. South 23°25'24" West 170.69 feet to the point of beginning.

CONTAINING 1,436,571 square feet or 32.9791 acres of land.

NOTE:

1. AREA OF SUBJECT PROPERTY:
   PART 1= 5,604,297 SQ. FT. OR 128.6570 AC.
   PART 2= 1,436,571 SQ. FT. OR 32.9791 AC.
   TOTAL = 7,040,868 SQ. FT. OR 161.6361 AC.

ALT

EXHIBIT "B"
(Scope of Work)

The Project is a Phase II Environmental Site Assessment (ESA). The purpose of this study is to identify regulated contaminates in the soil strata and/or groundwater, their toxicity levels and the estimated cost for the City to mitigate such contaminates, if required.

The subject property is known as the Bowie Racecourse and Training Center (the "Bowie Racetrack"). It was initially developed circa 1914 and operated until circa 1985. The property includes approximately 180.844 acres consisting of all of the land located at 8311 Race Track Road (PT of Parcel 011), 8406 Race Track Road (Parcel 4), 8408 Race Track Road (Parcel 3), 8410 Race Track Road (Parcel 002), Bowie, Maryland, 20715. The property indicated above fronts on Race Track Road and is generally between Orchard Run Drive to the south and Kimberwick Drive to the north; and the Patuxent River to the east.

Scope of Services

The City's consultant ("Consultant") has prepared a proposed Sampling Plan for seven "zones" to be used in developing a Grid Sampling Map.

A. The Consultant will perform the necessary historical research and field reconnaissance to familiarize themselves with the site. The Consultant shall develop a Grid Sampling Map in preparation of the initial non-invasive lithospheric study.
B. The Consultant shall perform at least 95 shallow surface soil tests. Each sample should be collected at a referenced Grid point. Each Grid Point Sample should include three collection points: at the surface, 6 inches, 12 inches and at 24 inches in depth. The volume of the sample is determined by the ASTM Standards. Toxicity levels must be determined at each depth. Outfall areas as noted herein shall be included as required in the soil tests.
C. The Consultant shall provide a secondary Proposal with a detailed scope and anticipated results if more aggressive sampling is recommended to determine contamination levels within the hydrosphere or if the testing depths exceed 24 inches.

The Consultant is expected to develop a scaled Sampling Grid Plan based upon the provided Sectional Plan Areas to methodically map the site in preparation of the initial non-invasive lithospheric study. The Grid Plan must be approved by the City and Owner prior to commencement of field activities and to submit an analytical, scientifically based report concerning the current environmental conditions within the soil strata.

Attachment: Suggested Soil Zone Plan

SAMPLING AREAS

AREA	Acres (approx)	Description (Known Previous Uses and Surface Cover)	Max. Initial Sampling/Testing Suggestions
A	47.4	8311 Race Track Rd. (Track and infield) soils, vegetation	1 per 5 acres **(10 test pits)**
B	47.9	8311 Race Track Rd (Grand Stand, railroad yard, stables, bunk houses, sewage lagoon, vehicle parking, industrial truck/trailer storage, wood chip and large tree cutting/stumps, logs etc. storage, scrap vehicle storage, soils processing, (Bituminous pavements, bare earth, vegetation lightly wooded)	In addition to preliminary sampling 1 per 2 acres, verify WWTP has been abandoned per MDE and mitigate any attractive nuisances/hazards. **(24 test pits)**
C	32.5	8311 Race Track Rd (Stables, bunk houses, offices, indoor rink. (Bituminous pavements, bare earth sand).	In addition to preliminary sampling 1 per 2 acres **(17 test pits)**
D	9.5	Parking, cars, industrial trucks, trailers tree debris storage	1 per acre (**10 test pits)**
E	9.1	Stables, bunk houses, offices	2 per acre **(18 test pits)**
F	3.7	Area of limited concern.	1 per acre **(4 test pits)**
G	NA	Areas of concentrated stormwater flow and the WWTP areas	**(8 locations plus 2 at the WWTP) 10 test pits**
***Soil Analysis:** Initial soil sample collections (93 total) should extend to 24” below existing ground. The retracted sample should be analyzed for regulated contaminates at the surface. If regulated levels are detected at the surface the chemical analysis should extend to the 6” depth and if necessary to 12” then to 18” and to 24” depth as conditions warrant. Maximum testing will we be determined by the Professional Geologist and based upon contamination levels. However, the chemical analysis should be terminated if no regulated levels are detected at the shallowest depth.			

Memorandum

TO: City Council

FROM: Alfred Lott, City Manager

SUBJECT: Requesting Council Approval of Adding an Additional Residential Speed Enforcement Location on Excalibur Road

DATE: 04/11/2024

An evaluation to determine the feasibility of placing a speed camera on Excalibur Road has been conducted by Modaxo Traffic Management, our speed camera contractor. The results have determined that a speed camera is recommended for the 16300 block of Excalibur Road, between Ellerton Road and Embassy Lane eastbound and westbound. This request is being submitted to the City Council to approve this as an authorized location in accordance with the Safe Speed program.

ATTACHMENTS: None

Memorandum

TO: City Council

FROM: Alfred Lott, City Manager

SUBJECT: Amending Chapter 22, Streets and Sidewalks
Amended Ordinance O-2-24

DATE: 04/11/2024

Ordinance O-2-24 has been prepared by the City Attorney, in conjunction with the Code Compliance staff, to amend Chapter 22 of the Bowie City Code. The proposed amendment addresses community concerns regarding the safe passage of pedestrians and traffic on sidewalks and streets within the City. At the public hearing on March 18, 2024, Council requested modification to the amendment to provide more time to comply and lower fines. There were also concerns that a corner lot obstruction included trees over 3 feet in height and there was a prohibition of planting within the right-of-way.

Modifications to the Amendment now include:

Homeowner Responsibility: Homeowners will be obligated to maintain their landscaping to prevent pedestrian and vehicular traffic obstructions on sidewalks and streets, including that trees within the corner lot obstruction area are required to have 36 inches of clear space from the base upwards. The compliance time frame is reduced from 30 days to 14 days, and the City maintains the authority to make corrections if compliance is not met.

Prohibition of Obstructions: Homeowners are prohibited from planting trees or maintaining obstructions in the right-of-way or damaging the right-of-way. They are responsible for repairing damage or removing obstructions. The City is empowered to remove any illegal trees or obstruction after notice is given.

Increased Fines and Liens: Initial fines for violations of the ordinance are increased from $100 to $175, and, as permitted prior to this amendment, the City may place liens on properties to recover costs incurred for compliance.

Clarifications and Replacements: Removal or replacement of outdated language and clarification of existing wording to ensure understanding.

This ordinance amendment aims to enhance the safety and accessibility of the community. Your approval of this modified ordinance change is requested.

ATTACHMENTS: 1. 20240415 - Amended Ordinance O-2-24

ORDINANCE
OF THE COUNCIL OF THE CITY OF BOWIE, MARYLAND,
AMENDING BOWIE CITY CODE, CHAPTER 22 "STREETS AND SIDEWALKS", ARTICLE I "IN GENERAL" TO CLARIFY THAT PERSONS MAY NOT (1) ERECT OBSTRUCTIONS WITHIN CITY RIGHTS-OF-WAYS, (2) SPILL MATERIALS OR CERTAIN LIQUIDS ON CITY RIGHTS-OF-WAYS, (3) PERMIT GRASS, SHRUBS OR TREES TO GROW INTO OR OVER SIDEWALKS SO AS TO OBSTRUCT THE SAFE PASSAGE OF PEDESTRIANS AND (4) DAMAGE CITY CURBS, DRIVEWAY APRONS OR SIDEWALKS; AND TO CLARIFY THE [RESPONSIBILITIES OF PEOPLE WHO VIOLATE] PENALTIES FOR VIOLATING THESE RESTRICTIONS; AND INCREASING FINES FOR VIOLATIONS OF CHAPTER 22, ARTICLE I

WHEREAS, pursuant to MD Code Ann., Local Gov't, § 5-202, the Council of the City of Bowie, Maryland (the "City Council") has the authority to pass such ordinances as it deems necessary to protect and preserve the City's rights, property and privileges, to secure persons and property from danger and destruction, and to protect the health, comfort and convenience of the residents of the municipality; and

WHEREAS, MD Code Ann., Local Gov't, § 5-217 authorizes the City to require owners of property to keep the sidewalks on the property clean from snow, ice and other obstructions; and

WHEREAS, MD Code Ann., Local Gov't, § 5-209 authorizes the City to prevent and remove nuisances and to regulate or prohibit the throwing or depositing of dirt, garbage, trash or liquids in a public place, and provide for the proper disposal of these materials; and

WHEREAS, pursuant to this authority, the City of Bowie has established and presently enforces certain standards relating to the maintenance of City streets and sidewalks in City Code, Chapter 22, "Streets and Sidewalks", Article I, "In General"; and

WHEREAS, the City desires to ensure the visibility of all traffic control devices and street signs; and

WHEREAS, the City desires to ensure that at intersections within the City there are no visual obstructions for motorists; and

WHEREAS, the City desires to ensure the safe passage of pedestrians on sidewalks in the City by requiring that grass, shrubs and trees on private property be maintained so as not to impede the passage of pedestrians on the sidewalks. Accordingly, the City desires the owners of property adjoining sidewalks to be responsible for the proper maintenance of their grass, trees and shrubs, and if they fail to properly maintain the area, the City may perform the work and/or issue a municipal infraction for failing to abide by this requirement; and

WHEREAS, the City also desires to ensure the safe passage of vehicles within paved City rights-of-way and, to that end, desires to ensure that obstructions are not erected or placed within City rights-of-ways; and

WHEREAS, the City desires to update City Code, Chapter 22, Article I to clarify certain maintenance responsibilities for sidewalks, driveway aprons, curbs, unpaved portions of rights-of-ways and streets in the City of Bowie and to make some non-substantive corrections to Article I.

Section 1. **NOW THEREFORE, BE IT ORDAINED AND ENACTED**, by the Council of the City of Bowie, Maryland that Bowie City Code, Chapter 22, "Streets and Sidewalks", Article I, "In General", Section 22-1, "Procedure for making excavations in driveways or parking spaces on streets" shall be and is hereby amended to read as follows:

Sec. 22-1. Procedure for making excavations in driveways or parking spaces on streets.

No person shall make any excavation in any driveway or parking space on any street without a permit issued and authorized by the ~~Council~~ **CITY MANAGER** and subject to such terms and conditions as may be imposed by ~~it~~ **THE CITY MANAGER** for refilling and reconstructing such street, alley, or sidewalk in the condition it was prior to such excavation.

Section 2. **BE IT FURTHER ORDAINED AND ENACTED**, by the Council of the City of Bowie, Maryland that Bowie City Code, Chapter 22, "Streets and Sidewalks", Article I, "In General", Section 22-2, "Spilling, materials, on streets, prohibited" shall be and is hereby amended to read as follows:

[UNDERLINED] BOLD SMALL CAPS:	Indicate language to be added to the Bowie City Code.
*** Asterisks:	Indicate language contained in the Bowie City Code that is not set forth in the Ordinance and which remains unchanged.
~~Strikethrough~~:	Indicates language deleted from the Bowie City Code.
[Bold brackets]:	Indicate language deleted from Ordinance O-2-24 after its introduction.
UNDERLINED SMALL CAPS:	Indicate language added to Ordinance O-2-24 after its introduction.

Sec. 22-2. Spilling, materials, on streets, prohibited.

It shall be unlawful to cause or permit any earth, clay, dirt, sand, gravel, broken stone, mortar, hay, straw, manure, shavings, sawdust, coal, ashes, paper, rubbish, or any loose material of any kind to be scattered, dropped, leaked, spilled, or let fall from any ~~cart, wagon, dray~~ **TRAILER OF ANY KIND**, truck, or other vehicle in which the same may be carried upon any of the streets or roadways within the city.

Section 3. **BE IT FURTHER ORDAINED AND ENACTED**, by the Council of the City of Bowie, Maryland that Bowie City Code, Chapter 22, "Streets and Sidewalks", Article I, "In General", Section 22-4, "Storing materials on streets, etc. - Generally" shall be and is hereby amended to read as follows:

Sec. 22-4. Storing materials on streets, etc.—Generally.

It shall be unlawful for any person to ~~use~~ **STORE OR PLACE ANY MATERIAL OR ITEM WITHIN OR UPON ANY** ~~the streets, roads, or sidewalks~~ **STREET, ROAD OR SIDEWALK** within the City ~~to store or place materials therein~~ without **THE PRIOR WRITTEN** permission of the City ~~Administrator~~ **MANAGER**.

Section 4. **BE IT FURTHER ORDAINED AND ENACTED**, by the Council of the City of Bowie, Maryland that Bowie City Code, Chapter 22, "Streets and Sidewalks", Article I, "In General", Section 22-5, "Storing materials on streets, etc. – Warning Lights" shall be and is hereby amended to read as follows:

Sec. 22-5. Storing materials on streets, etc.--Warning lights.

Every person using a street, road**,** ~~or~~ highway **OR SIDEWALK** within the City to store or place materials therein shall exhibit or display one or more amber lanterns as necessary at night, placed thereon in such manner as to warn the public of the obstruction of the **STREET,** road, highway, or sidewalk, and so as to show distinctly the unobstructed passageway remaining in the **STREET,** road, highway, or sidewalk.

[UNDERLINED] BOLD SMALL CAPS:	Indicate language to be added to the Bowie City Code.
*** Asterisks:	Indicate language contained in the Bowie City Code that is not set forth in the Ordinance and which remains unchanged.
~~Strikethrough~~:	Indicates language deleted from the Bowie City Code.
[Bold brackets]:	Indicate language deleted from Ordinance O-2-24 after its introduction.
UNDERLINED SMALL CAPS:	Indicate language added to Ordinance O-2-24 after its introduction.

Section 5. **BE IT FURTHER ORDAINED AND ENACTED**, by the Council of the City of Bowie, Maryland that Bowie City Code, Chapter 22, "Streets and Sidewalks", Article I, "In General", Section 22-6, "Storing materials on streets, etc. - Removal" shall be and is hereby amended to read as follows:

Sec. 22-6. Storing materials on streets, etc.--Removal.

Every person having charge of any building operations, either as owner or contractor, shall remove at the expiration of each working day, from the sidewalks, gutters, and roadways adjacent to such building operations, all earth, **GRASS,** sand, gravel, dirt, mortar, stones, broken bricks, shavings, rubbish**, LITTER** and all other ~~litter~~ **MATERIALS** that may have been deposited or accumulated thereon as a result of such building operations.

Section 6. **BE IT FURTHER ORDAINED AND ENACTED,** by the Council of the City of Bowie, Maryland that Bowie City Code, Chapter 22, "Streets and Sidewalks", Article I, "In General", Section 22-9, "Stretching flags, banners, across streets" shall be and is hereby amended to read as follows:

Sec. 22-9. Stretching flags, banners, across streets.

No person shall stretch any flag, banner or ~~any~~ other manner of display across any City street**, ROAD, OR SIDEWALK** without permission of the City Manager.

Section 7. **BE IT FURTHER ORDAINED AND ENACTED**, by the Council of the City of Bowie, Maryland that Bowie City Code, Chapter 22, "Streets and Sidewalks", Article I, "In General", Section 22-11, "Erecting, buildings or obstructions in streets or alleys prohibited" shall be and is hereby amended to read as follows:

Sec. 22-11. Erecting, buildings or obstructions in streets or alleys prohibited.

Except as otherwise specifically provided by this Chapter and permitted by the City Manager, no person shall erect**, PLACE, INSTALL** or maintain any building, **STRUCTURE**, facility, equipment**, INCLUDING, BUT NOT LIMITED TO, BASKETBALL HOOPS, NETS, SKATEBOARD RAMPS AND OTHER RECREATIONAL ITEMS,** or other ~~obstruction~~

[UNDERLINED] BOLD SMALL CAPS:	Indicate language to be added to the Bowie City Code.
*** Asterisks:	Indicate language contained in the Bowie City Code that is not set forth in the Ordinance and which remains unchanged.
~~Strikethrough~~:	Indicates language deleted from the Bowie City Code.
[Bold brackets]:	Indicate language deleted from Ordinance O-2-24 after its introduction.
UNDERLINED SMALL CAPS:	Indicate language added to Ordinance O-2-24 after its introduction.

OBSTACLE (EACH, AN "OBSTRUCTION") on, under or over any alley, street, road, sidewalk**,** or right-of-way**, INCLUDING DRIVEWAY APRONS,** within the City.

UPON FINDING AN OBSTRUCTION IN VIOLATION OF THE FOREGOING PARAGRAPH, THE CITY SHALL PLACE A NOTICE OF VIOLATION ON THE OBSTRUCTION REQUIRING THAT THE OBSTRUCTION BE REMOVED BY A DATE CERTAIN. IF THE OBSTRUCTION REMAINS AFTER THE DATE SET FORTH IN THE NOTICE, THE CITY SHALL HAVE THE RIGHT TO REMOVE ANY SUCH OBSTRUCTION AND DISPOSE OF IT [AFTER SEVEN (7) CALENDAR DAYS]. THE OWNER OF THE OBSTRUCTION SHALL BE LIABLE FOR THE COSTS OF SUCH REMOVAL AND DISPOSAL, AND THE CITY MAY COLLECT PAYMENT THEREFORE IN THE SAME MANNER AS CITY TAXES.

Section 8. **BE IT FURTHER ORDAINED AND ENACTED**, by the Council of the City of Bowie, Maryland that Bowie City Code, Chapter 22, "Streets and Sidewalks", Article I, "In General", Section 22-12, "Extinguishing or obstruction streetlights prohibited" shall be and is hereby amended to read as follows:

Sec. 22-12. Extinguishing or obstructing ~~street lights~~ STREETLIGHTS prohibited.

It shall be unlawful for any person to extinguish or obstruct the light ~~in~~ **FROM** any public lamp or ~~street light~~ **STREETLIGHT**.

Section 9. **BE IT FURTHER ORDAINED AND ENACTED**, by the Council of the City of Bowie, Maryland that Bowie City Code, Chapter 22, "Streets and Sidewalks", Article I, "In General", Section 22-16, "Permit prerequisite to laying drain, et., pipe or to constructing artificial drains, etc., across sidewalks" shall be and is hereby amended to read as follows:

Sec. 22-16. Permit prerequisite to laying drain, etc., pipe or to constructing artificial drains, etc., across sidewalks.

No person shall lay any pipe, or similar device, intended for drainage purposes, in**, ACROSS OR UNDER** any **CURB OR** gutter, or construct any artificial drain, trench, or

[UNDERLINED] BOLD SMALL CAPS:	Indicate language to be added to the Bowie City Code.
*** Asterisks:	Indicate language contained in the Bowie City Code that is not set forth in the Ordinance and which remains unchanged.
~~Strikethrough~~:	Indicates language deleted from the Bowie City Code.
[Bold brackets]:	Indicate language deleted from Ordinance O-2-24 after its introduction.
UNDERLINED SMALL CAPS:	Indicate language added to Ordinance O-2-24 after its introduction.

indentation in**,** ~~or~~ across**, OR UNDER** any sidewalk**, STREET OR RIGHT-OF-WAY** within the City, without a permit ~~so to do~~ from the City.

Section 10. **BE IT FURTHER ORDAINED AND ENACTED**, by the Council of the City of Bowie, Maryland that Bowie City Code, Chapter 22, "Streets and Sidewalks", Article I, "In General", Section 22-17, "Trees and shrubbery – Injuring, etc." shall be and is hereby repealed and re-enacted with amendments to read as follows:

SEC. 22-17. TREES AND SHRUBBERY - INJURING, ETC.

IT SHALL BE UNLAWFUL FOR ANY PERSON TO DAMAGE, CUT, BELT, DESTROY, TOP, OR INJURE ANY TREE, SHRUB OR PLANT PLANTED IN THE PUBLIC RIGHT-OF-WAY OR UPON ANY PARK OR PUBLIC PROPERTY. THIS PROVISION SHALL NOT APPLY TO ANY ORDINARY CARE AND MAINTENANCE OR REMOVAL BY A PERSON WHO HAS OBTAINED AN APPROPRIATE PERMIT OR **A GOVERNMENTAL ENTITY AUTHORIZED TO EXERCISE JURISDICTION OVER THE RIGHT-OF-WAY, PARK OR OTHER PUBLIC PROPERTY.**

Section 11. **BE IT FURTHER ORDAINED AND ENACTED**, by the Council of the City of Bowie, Maryland that Bowie City Code, Chapter 22, "Streets and Sidewalks", Article I, "In General", Section 22-18, "Trees and shrubbery – Trimming removal required" shall be and is hereby repealed and re-enacted with amendments to read as follows:

SEC. 22-18. TREES AND SHRUBBERY -- TRIMMING AND REMOVAL REQUIRED.

(A) IT SHALL BE UNLAWFUL FOR A PERSON OWNING ANY REAL PROPERTY WITHIN THE CITY TO PERMIT ANY TREE, BUSH, SHRUB, VINE, PLANT, OR VEGETATION GROWING ON THEIR PROPERTY TO HANG OVER OR BRANCH IN SUCH A MANNER SO AS TO OBSTRUCT, IMPAIR OR INHIBIT PASSAGE ALONG A PUBLIC PAVED WALKWAY OR SIDEWALK, OR STREET OR TO OBSCURE STREET SIGNS, TRAFFIC CONTROL SIGNS OR STREET LIGHTS, INCLUDING, BUT NOT LIMITED TO:

[UNDERLINED] BOLD SMALL CAPS:	Indicate language to be added to the Bowie City Code.
*** Asterisks:	Indicate language contained in the Bowie City Code that is not set forth in the Ordinance and which remains unchanged.
~~Strikethrough~~:	Indicates language deleted from the Bowie City Code.
[Bold brackets]:	Indicate language deleted from Ordinance O-2-24 after its introduction.
UNDERLINED SMALL CAPS:	Indicate language added to Ordinance O-2-24 after its introduction.

1. **BRANCHES, VINES OR FOLIAGE THAT EXTEND INTO THE VERTICAL PLANE OF ANY PUBLIC SIDEWALK OR PAVED WALKWAY, EVEN WHEN THE BRANCHES OR FOLIAGE ARE SPREAD BY WET OR SNOWY WEATHER,**
2. **BRANCHES, VINES OR FOLIAGE WITH LESS THAN NINE (9) FEET IN HEIGHT OF CLEAR SPACE ABOVE A PUBLIC SIDEWALK OR PAVED WALKWAY OR LESS THAN FOURTEEN FEET (14') OF CLEAR SPACE ABOVE A STREET OR VEHICULAR RIGHT-OF-WAY.**
3. **ON ANY CORNER LOT IN A RESIDENTIAL AREA AT THE INTERSECTION OF A PUBLIC RIGHT-OF-WAY, NO FENCE, WALL, TERRACE, STRUCTURE, SHRUBBERY, PLANTING, [TREE] OR OTHER OBSTRUCTION TO VISION SHALL BE ERECTED OR BE PERMITTED TO GROW TO A HEIGHT OVER THIRTY-SIX (36) INCHES ABOVE THE CURB LEVEL, OR THE EDGE OF THE PAVEMENT WHERE A CURB DOES NOT EXIST, WITHIN THE TRIANGLE FORMED BY THE INTERSECTION OF THE CURB LINES OR THE EDGE OF PAVEMENT AND POINTS ON THE CURB LINES OR THE EDGE OF PAVEMENT TWENTY-FIVE (25) FEET FROM THE INTERSECTION. SEE DIAGRAM BELOW.**
4. ON ANY CORNER LOT IN A RESIDENTIAL AREA AT THE INTERSECTION OF A PUBLIC RIGHT-OF-WAY, NO TREE SHALL BE ERECTED OR PERMITTED TO GROW THAT HAS LESS THAN THIRTY-SIX (36) INCHES IN HEIGHT OF CLEAR SPACE UPWARDS FROM THE BASE OF THE TREE, WITHIN THE TRIANGLE FORMED BY THE INTERSECTION OF THE CURB LINES OR THE EDGE OF PAVEMENT AND POINTS ON THE CURB LINES OR THE EDGE OF PAVEMENT TWENTY-FIVE (25) FEET FROM THE INTERSECTION. SEE DIAGRAM BELOW.

[UNDERLINED] BOLD SMALL CAPS:	Indicate language to be added to the Bowie City Code.
*** Asterisks:	Indicate language contained in the Bowie City Code that is not set forth in the Ordinance and which remains unchanged.
~~Strikethrough~~:	Indicates language deleted from the Bowie City Code.
[Bold brackets]:	Indicate language deleted from Ordinance O-2-24 after its introduction.
UNDERLINED SMALL CAPS:	Indicate language added to Ordinance O-2-24 after its introduction.

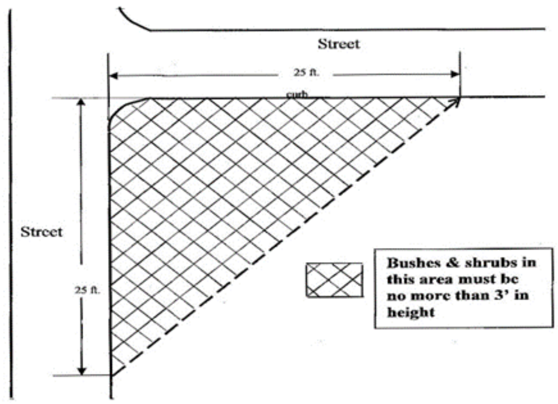


Diagram 22-18.1 Corner lot

(B) ANY TREE GROWING OR STANDING ON PRIVATE PROPERTY IN SUCH A MANNER THAT CREATES AN IMMINENT DANGER TO CITY PROPERTY, A PUBLIC RIGHT-OF-WAY OR THE PUBLIC, AS DETERMINED BY THE CITY OF BOWIE COMMUNITY FORESTER OR PARKS & GROUNDS SUPERINTENDENT, SHALL CONSTITUTE A PUBLIC NUISANCE. WHENEVER IN THE OPINION OF THE CITY MANAGER OR HIS DESIGNEE ANY SUCH TREE OR THE BRANCHES THEREOF CONSTITUTES A PUBLIC NUISANCE, THE CITY SHALL GIVE WRITTEN NOTICE TO THE PROPERTY OWNER, IN ACCORDANCE WITH SUBSECTION (C) BELOW, THAT SAID NUISANCE EXISTS AND REQUIRE THE PROPERTY OWNER TO TRIM, REMOVE OR OTHERWISE CONTROL THE TREE IN SUCH A MANNER AS WILL ABATE THE NUISANCE.

(C) IT SHALL BE THE DUTY OF THE CITY MANAGER OR HIS DESIGNEE TO NOTIFY THE OWNER, TENANT OR PERSON IN POSSESSION OF ANY PROPERTY WHERE A VIOLATION EXISTS, TO REMOVE A VIOLATION OF 22-18 (A) WITHIN [SEVEN (7)] FOURTEEN (14) **DAYS OR A VIOLATION OF 22-18 (B) WITHIN THE TIMEFRAME ALLOTTED BY THE NOTICE, INCLUSIVE OF SUNDAYS AND HOLIDAYS, AFTER THE DATE OF SUCH NOTICE, WHICH SHALL BE GIVEN BY POSTING SAME ON THE FRONT OF THE PROPERTY WHERE THE VIOLATION EXISTS.**

[UNDERLINED] BOLD SMALL CAPS:	Indicate language to be added to the Bowie City Code.
*** Asterisks:	Indicate language contained in the Bowie City Code that is not set forth in the Ordinance and which remains unchanged.
~~Strikethrough~~:	Indicates language deleted from the Bowie City Code.
[Bold brackets]:	Indicate language deleted from Ordinance O-2-24 after its introduction.
UNDERLINED SMALL CAPS:	Indicate language added to Ordinance O-2-24 after its introduction.

(D) IF A VIOLATION IS NOT REMOVED WITHIN THE TIME SPECIFIED IN THE NOTICE REQUIRED BY SECTION 22-18 (C) OF THIS CHAPTER, THE CITY MANAGER SHALL CAUSE IT TO BE REMOVED, INCURRING SUCH EXPENSE AS IS REASONABLE AND NECESSARY IN THE REMOVAL. THE COSTS OF THE REMOVAL SHALL BE ASSESSED AGAINST THE PROPERTY AND SHALL CONSTITUTE A LIEN COLLECTABLE IN THE SAME MANNER AS REAL PROPERTY TAXES. THE CITY MANAGER MAY ALSO FILE AN ACTION IN COURT TO COLLECT THE COSTS OF REMOVAL.

Section 12. **BE IT FURTHER ORDAINED AND ENACTED**, by the Council of the City of Bowie, Maryland that Bowie City Code, Chapter 22, "Streets and Sidewalks", Article I, "In General", Section 22-18.1, "Removal of obstruction to vision of driver of a motor vehicle" shall be and is hereby repealed:

Sec. 22-18.1. [Reserved.]

Section 13. **BE IT FURTHER ORDAINED AND ENACTED**, by the Council of the City of Bowie, Maryland that Bowie City Code, Chapter 22, "Streets and Sidewalks", Article I, "In General", Section 22-18.2, "Grass and weeds – Trimming and removal" shall be and is hereby amended to read as follows:

Sec. 22-18.2. Grass and weeds - Trimming and removal.

*   *   *

(b) It shall be unlawful for any person owning real property in the City to permit grass or weeds to grow **WITHIN THE SIDEWALK JOINTS OR CRACKS OR** onto the sidewalk**, SUCH THAT THE GRASS OR WEEDS REDUCES** OR COVERS ANY PART OF **THE** ORIGINAL SURFACE **WIDTH OF THE PAVEMENT, CURB** or street pavement abutting their property.

(C) IT SHALL BE UNLAWFUL FOR ANY PERSON OWNING REAL PROPERTY IN THE CITY TO PLANT, INSTALL OR GROW ANY TREES[, SHRUBS, BUSHES, PLANTS, OR LANDSCAPING] WITHIN THE PUBLIC RIGHT-OF-WAY ADJOINING THEIR PROPERTY,

[UNDERLINED] BOLD SMALL CAPS:	Indicate language to be added to the Bowie City Code.
*** Asterisks:	Indicate language contained in the Bowie City Code that is not set forth in the Ordinance and which remains unchanged.
~~Strikethrough~~:	Indicates language deleted from the Bowie City Code.
[Bold brackets]:	Indicate language deleted from Ordinance O-2-24 after its introduction.
UNDERLINED SMALL CAPS:	Indicate language added to Ordinance O-2-24 after its introduction.

UNLESS THE SAME WAS PLANTED OR INSTALLED BY THE DEVELOPER, OR THE CITY, AND MAINTENANCE BY THE CITY IS REQUIRED BY AGREEMENT.

[(D)] ANY TREES[, SHRUBS, BUSHES, PLANTS OR LANDSCAPING] PROHIBITED BY THIS **SUBSECTION [(C) ABOVE] IS SUBJECT TO REMOVAL BY THE CITY WITHOUT COMPENSATION, REIMBURSEMENT OR REPLACEMENT.**

D. IT SHALL BE UNLAWFUL FOR ANY PERSON OWNING REAL PROPERTY IN THE CITY TO PLANT, INSTALL OR GROW ANY SHRUBS, BUSHES, PLANTS, OR LANDSCAPING WITHIN THE PUBLIC RIGHT-OF-WAY ADJOINING THEIR PROPERTY, SUCH THAT THE SHRUBS, BUSHES, PLANTS OR LANDSCAPING REDUCES OR COVERS ANY PART OF THE ORIGINAL SURFACE WIDTH OF THE PAVEMENT, CURB OR STREET PAVEMENT ABUTTING THEIR PROPERTY.

ANY SHRUBS, BUSHES, PLANTS OR LANDSCAPING PROHIBITED BY THIS SUBSECTION IS SUBJECT TO REMOVAL BY THE CITY WITHOUT COMPENSATION, REIMBURSEMENT OR REPLACEMENT.

Section 14. **BE IT FURTHER ORDAINED AND ENACTED**, by the Council of the City of Bowie, Maryland that Bowie City Code, Chapter 22, "Streets and Sidewalks", Article I, "In General", Section 22-19, "Riding, etc., horses, etc., over sidewalks prohibited; exception" shall be and is hereby amended to read as follows:

Sec. 22-19. Riding, etc., horses, etc., over sidewalks prohibited; exception.

(A) It shall be unlawful for any person to ride~~,~~ drive, or lead any ~~horse, cow, or other like~~ **FARM** animal, or cause or permit any **[**wagon**]** **TRAILER** or other vehicle, automotive or otherwise, to pass upon or over any of the sidewalks, curbs **AND UNPAVED PORTIONS OF A RIGHT-OF-WAY** in the City.

(B) DAMAGE CAUSED TO AN UNPAVED PORTION OF A RIGHT-OF-WAY, CURB, DRIVEWAY APRON, OR SIDEWALK RESULTING FROM A VIOLATION OF SUBSECTION (A) ABOVE IS THE RESPONSIBILITY OF THE OWNER OF THE PROPERTY ADJACENT TO THE CURB, DRIVEWAY APRON SIDEWALK OR UNPAVED RIGHT-OF-WAY.

[UNDERLINED] BOLD SMALL CAPS:	Indicate language to be added to the Bowie City Code.
*** Asterisks:	Indicate language contained in the Bowie City Code that is not set forth in the Ordinance and which remains unchanged.
~~Strikethrough~~:	Indicates language deleted from the Bowie City Code.
[Bold brackets]:	Indicate language deleted from Ordinance O-2-24 after its introduction.
UNDERLINED SMALL CAPS:	Indicate language added to Ordinance O-2-24 after its introduction.

Section 15. **BE IT FURTHER ORDAINED AND ENACTED**, by the Council of the City of Bowie, Maryland that Bowie City Code, Chapter 22, "Streets and Sidewalks", Article I, "In General", Section 22-19A, "Penalty" shall be and is hereby repealed and re-enacted with amendments to read as follows:

SEC. 22-19A. PENALTY.

VIOLATIONS OF THIS CHAPTER SHALL BE MUNICIPAL INFRACTIONS, SUBJECT TO A FINE OF [TWO HUNDRED AND FIFTY DOLLARS ($250.00)] ONE HUNDRED SEVENTY- FIVE DOLLARS ($175) **FOR THE FIRST VIOLATION, [FIVE HUNDRED DOLLARS ($500.00)]** TWO HUNDRED FIFTY DOLLARS ($250) **FOR THE SECOND VIOLATION, AND [ONE THOUSAND DOLLARS ($1,000.00)]** FIVE HUNDRED DOLLARS ($500) **FOR EACH SUBSEQUENT VIOLATION.**

Section 16: **BE IT FURTHER ORDAINED** that, this Ordinance shall become effective [thirty (30)] SIXTY (60) days after its enactment by the Council of the City of Bowie, Maryland, provided that a fair summary of this Ordinance is published at least once prior to the date of passage and at least once within ten (10) days after the date of passage in the newspaper having general circulation in the City.

INTRODUCED by the Council of the City of Bowie, Maryland, at a Regular Meeting on _____________ ___, 2024.

PASSED by the Council of the City of Bowie, Maryland, at a Regular Meeting on ____________ ___, 2024.

____
Awilda Hernandez
City Clerk

____
Timothy J. Adams, Mayor

Approved as to Form and Legal Sufficiency: ____________________________
Elissa D. Levan, City Attorney

[UNDERLINED] BOLD SMALL CAPS:	Indicate language to be added to the Bowie City Code.
*** Asterisks:	Indicate language contained in the Bowie City Code that is not set forth in the Ordinance and which remains unchanged.
~~Strikethrough~~:	Indicates language deleted from the Bowie City Code.
[Bold brackets]:	Indicate language deleted from Ordinance O-2-24 after its introduction.
UNDERLINED SMALL CAPS:	Indicate language added to Ordinance O-2-24 after its introduction.

Memorandum

TO: City Council

FROM: Alfred Lott, City Manager

SUBJECT: FY2025 Budget - Introduction of Ordinance O-4-24 and Resolution R-12-24

DATE: 04/11/2024

The attachments are the FY2025 Budget Ordinance O-4-24 and FY2025 Capital Improvements Program Resolution R-12-24.

ATTACHMENTS:
1. 20240415 - Ordinance O-4-24
2. 20240415 - Resolution R-12-24
3. 20240415 - City of Bowie FY2025 Proposed Budget Book

ORDINANCE
OF THE COUNCIL OF THE CITY OF BOWIE, MARYLAND
APPROVING AND ADOPTING A BUDGET FOR THE
FISCAL YEAR BEGINNING JULY 1, 2024 AND
ENDING JUNE 30, 2025

WHEREAS, in accordance with Section 44 of the City Charter, it is the determination of the City Council that an ordinance should be enacted to budget and appropriate funds for the several objects and purposes for which the City of Bowie must provide in the fiscal year beginning July 1, 2024, and ending June 30, 2025 ("Fiscal Year 2025"); and

WHEREAS, the City Manager, as required by the City Charter, between the 10th and the 15th of April, 2024 presented to the City Council a proposed budget outlining the anticipated expenditures and transfers for Fiscal Year 2025. The budget includes the estimated revenues and other financing sources required, establishes the proposed tax rate for all real property taxes, and establishes the tax rates for the various taxing districts; and

WHEREAS, the Council held scheduled budget worksessions and two public hearings on April 15, 2024 and May 6, 2024 after two weeks' notice thereof in a newspaper or newspapers having general circulation in Bowie.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Bowie, Maryland, with at least four of the total elected membership concurring:

Section 1: That from and out of the moneys and balances known to be in the General Fund, Equipment Acquisition and Replacement Fund, Capital Projects Fund, and Water and Sewer Fund, of the City of Bowie, Maryland, and from all moneys anticipated to come into all funds during the twelve (12) month period ending June 30, 2025, there shall be, and hereby are, appropriated the following sums for use by the several departments and offices of the City, and for the objects and purposes for which the City must provide during Fiscal Year 2025.

APPROPRIATION ORDINANCE
THE CITY OF BOWIE, MARYLAND

GENERAL FUND

ESTIMATED REVENUES

Real Property Taxes:

Assessed Value of Land and Improvements subject to Taxation	$8,696,725,000	
Tax Rate .400/$100 of Assessed Value	.00400	$34,786,900

Special Taxing District 1 -

There is hereby established a levy in the amount of $.091 per hundred dollars of assessed valuation for all real property, subject to taxation within that special taxing district of the City of Bowie described as University of Maryland Science and Technology Center Storm Water Management Special Taxing District as more particularly described in Ordinance Number O-19-87 and for those properties which are currently within the district or which will subsequently be placed within the district.

Assessed Value of Land and Improvements Subject to Taxation	$200,519,100	
Tax Rate .091/$100 of Assessed Value	.00091	182,600

Special Taxing District 2 -

There is hereby established a levy in the amount of $.020 per hundred dollars of assessed valuation for all real property, subject to taxation within that special taxing district of the City of Bowie described as Bowie Town Center Storm Water Management Special Taxing District as more particularly described in Ordinance Number O-20-87 and as amended by Ordinance Numbers O-11-91, O-4-96 and O-20-98 and for those properties which are currently within the district or which will subsequently be placed within the district.

Assessed Value of Land and Improvements Subject to Taxation	$300,407,100	
Tax Rate .020/$100 of Assessed Value	<u>.00020</u>	<u>60,100</u>

<u>Special Taxing District 5 -</u>

There is hereby established a levy in the amount of $.007 per hundred dollars of assessed valuation for all real property, subject to taxation within that special taxing district of the City of Bowie described as Highbridge Storm Water Management Special Taxing District as more particularly described in Ordinance Number O-28-88 and for those properties which are currently within the district or which will subsequently be placed within the district.

Assessed Value of Land and Improvements Subject to Taxation	$18,091,400	
Tax Rate .007/$100 of Assessed Value	<u>.00007</u>	<u>1,300</u>

<u>Special Taxing District 6 -</u>

There is hereby established a levy in the amount of $.031 per hundred dollars of assessed valuation for all real property, subject to taxation within that special taxing district of the City of Bowie described as International Renaissance Center Storm Water Management Special Taxing District as more particularly described in Ordinance Number O-2-89 and as amended by Ordinance Numbers O-11-91 and O-22-98 and for those properties which are currently within the district or which will subsequently be placed within the district.

Assessed Value of Land and Improvements Subject to Taxation	$155,886,900	
Tax Rate .031/$100 of Assessed Value	<u>.00031</u>	<u>48,300</u>

<u>Special Taxing District 7-</u>

There is hereby established a levy in the amount of $.037 per hundred dollars of assessed valuation for all real property, subject to taxation within that special taxing district of the City of Bowie described as Pin Oak Plaza Storm Water Management Special Taxing District as more particularly described

in Ordinance Number O-16-90, and for
those properties which are currently within the district
or which will subsequently be placed within the district.

Assessed Value of Land and Improvements Subject to Taxation	$19,176,800	
Tax Rate .037/$100 of Assessed Value	.00037	7,100

Special Taxing District 8-

There is hereby established a levy in the amount of $.007 per hundred dollars of assessed valuation for all real property, subject to taxation within that special taxing district of the City of Bowie described as Elder Oaks Apartments Storm Water Management Special Taxing District as more particularly described in Ordinance Number 0-17-90, and for those properties which are currently within the district or which will subsequently be placed within the district.

Assessed Value of Land and Improvements Subject to Taxation	$71,890,200	
Tax Rate .007/$100 of Assessed Value	.00007	5,000

Special Taxing District 11-

There is hereby established a levy in the amount of $.028 per hundred dollars of assessed valuation for all real property, subject to taxation within that special taxing district of the City of Bowie described as Collington Plaza Storm Water Management Special Taxing District as more particularly described in Ordinance Number 0-7-95, and for those properties which are currently within the district or which will subsequently be placed within the district.

Assessed Value of Land and Improvements Subject to Taxation	$29,781,100	
Tax Rate .028/$100 of Assessed Value	.00028	8,300

Personal Property Tax:

Assessed Value of Tangible Personal Property of Ordinary Incorporated and Unincorporated Businesses, Operating Property (except land) of Public Utilities and Contract Carriers, and/or Operating Property (except land) of Railroads.	$234,330,000	
Tax Rate 1.00/$100 of Assessed Value	.01000	2,343,300

Total Real & Personal Property Tax Revenue	37,442,900	Total
All other Anticipated Revenue	27,831,000	
Appropriated Fund Balance	19,640,900	
TOTAL REVENUES		$84,914,800

APPROPRIATIONS BY ACTIVITY

City Council		$ 543,200
City Manager	1,834,100	
Human Resources		931,600
Elections		1,000
Finance	1,731,300	
Information Technology	4,669,300	
Legal Services		207,500
Communications		1,120,600
Business Operations		896,200
City Clerk		269,900
Community Services	1,526,500	
Building Maintenance	1,753,400	
Planning Division		596,900
Sustainability Division		455,100
Economic Development Division	1,290,100	
Housing Inspection and Code Compliance	1,195,400	
Emergency Management		641,800
Police Department	16,527,600	
Public Works Administrative Division		3,019,400
Equipment Maintenance and Garage Division		1,013,700
Solid Waste Division		8,770,100
Street Maintenance Division		9,273,900
Storm Water Management Division		880,200
Storm Water Management Division - Special Tax Districts		14,400
Senior Services		1,539,500
Youth Services Bureau		1,491,000
Animal Control Program		272,700
Recreation and Parks		1,494,200

Bowie Playhouse	232,200
Parks and Grounds	4,779,400
Ice Arena	1,300,700
Historic Properties	788,500
Gymnasium	878,100
Debt Service	3,114,500
Unclassified and Non-departmental	935,200
Transfers	8,925,600
TOTAL APPROPRIATIONS	$84,914,800
Total General Fund Revenues	$84,914,800
Total General Fund Appropriations	$84,914,800
Difference	$ NONE

EQUIPMENT ACQUISITION AND REPLACEMENT FUND

ESTIMATED REVENUES	
Appropriated Fund Balance	$ 2,766,200
Transfers from General Fund	2,064,300
Total All other Anticipated Revenue	475,100
TOTAL REVENUES	$ 5,305,600
APPROPRIATIONS	
General Government	$ 500,000
Public Safety	1,197,200
Public Works	1,335,300
Parks and Recreation	245,000
Reserve for Replacements	2,028,100
TOTAL APPROPRIATIONS	$ 5,305,600
Total Equipment Acquisition Fund Revenues	$ 5,305,600
Total Equipment Acquisition Fund Appropriations	$ 5,305,600
Difference	$ NONE

CAPITAL PROJECTS FUND

ESTIMATED REVENUES	
Appropriated Fund Balance	$ 7,186,300
Transfers from General Fund	6,861,300
Intergovernmental Revenues	1,449,600
Other Revenues	30,994,200
TOTAL REVENUES	$ 46,491,400

APPROPRIATIONS

ADA Assessment Project	$ 75,000
Facility Security	350,000
Energy Efficiency Improvements	60,000
Land Acquisition	1,548,100
Streets and Utilities	21,600
Gymnasium	88,000
Ken Hill Center	80,000
City Hall	100,000
Bowie Railroad Museum	718,600
Public Works Main Facility	990,000
Bowie Trails	575,100
Chesapeake Bay	1,535,800
Facility Preventive Maintenance	791,200
Stormwater Management	650,000
Sediment Control-Gateway	43,700
Sediment Control-Maryland Science and Technology Center	138,500
Sediment Control-Bowie Town Center	64,400
Sediment Control-Pin Oak Plaza	5,700
Sediment Control-Elder Oaks	3,100
Sediment Control-Collington	6,000
Sediment Control-Reserve City Parcel	16,600
Bowie Playhouse	10,000
Allen Pond Park	1,500,000
Whitemarsh Park	935,000
Bowie Ice Arena	30,355,000
Parks and Grounds Annex (Entzian Farm)	275,000
Public Art	25,000
Bowie Golf Course	5,460,000
Tanglewood Park	50,000
Serene Way Park	20,000
TOTAL APPROPRIATIONS	$46,491,400
Total Capital Projects Fund Revenues	$46,491,400
Total Capital Projects Fund Appropriations	$46,491,400
Difference	$ NONE

WATER AND SEWER FUND

Section 2: That the following water and sewerage rate structure shall be effective for all water consumption and sewerage service used after July 1, 2024:

Water Consumption Charge

Residential and all other users - $6.58 per 1,000 gallons of water used.

Sewerage Surcharge – 143.5% of Water Charge

Residential and all other users - $9.44 per 1,000 gallons of water billed.

Section 3: That the following additional charges shall be imposed upon all users of the system based upon service meter size except that users providing service to individual customers, lessees, homeowners, or other persons, by a master meter system shall pay the minimum user fee for each customer, lessee, homeowner or other person served, and the revenues derived from the assessment based upon minimum users fees equals or exceeds that which would be assessed from an assessment based upon meter size.

Minimum Charges - Both Water and Sewer		Water or Sewer Only
1 inch meter	$ 120 Annually	$ 60 Annually
1-1/2 inch meter	480 Annually	240 Annually
2-inch meter	780 Annually	390 Annually
3-inch meter	1,440 Annually	720 Annually
4-inch meter	2,400 Annually	1,200 Annually
6-inch meter	4,800 Annually	2,400 Annually
8-inch meter	9,600 Annually	4,800 Annually
10-inch meter	15,000 Annually	7,500 Annually

Section 4: Each new customer applying for service shall pay an Account Processing Fee of $50.00, such fee being nonreturnable.

Section 5: That from the effective date of this Ordinance all new users of the Bowie Water and Sewer System shall be required to place a security advance with the City, such advance to be applied to the users' final bill upon discontinuing service.

3/4, 5/8 and/or 1 inch meter	$ 50.00
1-1/2-inch meter	200.00
2-inch meter	300.00

3-inch meter	500.00
4-inch meter	750.00
6-inch meter	1,000.00
8-inch meter	2,000.00
10-inch meter	3,000.00

Section 6: That from the effective date of this Ordinance all new users applying for initial connection to the Water and/or Sewer System shall before connection be required to pay a nonrefundable charge as follows:

3/4, 5/8 and/or 1 inch meter	$ 1,000.00
1-1/2-inch meter	1,500.00
2- and 3-inch meters	2,000.00
4-inch meter	3,000.00
6-inch meter	4,000.00
8-inch meter	5,000.00
10-inch meter	6,000.00

Section 7: Each customer applying for installation of a submeter to measure outside water usage shall obtain a City of Bowie Permit. A nonrefundable account processing fee of $50.00 will be charged for this permit. Also, the homeowner will pay to the City the cost of the submeter according to meter size. Customers with a submeter installed shall be exempt from sewerage surcharges for outside water use.

Section 8: That the date of payment for all services rendered shall not exceed 20 days from date of billing. Failure to pay within this period will subject the user to the payment of a $15.00 late charge, and failure to pay within forty-five (45) days from billing date will subject the user to disconnection of service. Any check tendered as payment of an account and returned because of Insufficient Funds, is considered nonpaid and subject to late charge of $15.00, returned check charge of $35.00, and disconnection. There shall be a $40.00 reconnection charge for all disconnections due to nonpayment.

Section 9: That any user requesting a meter replacement or testing of a meter shall be required to pay a fee of $120.00 when such test indicates that the meter was operating within normal limits as established by the manufacturer.

Section 10: That each user will pay a quarterly charge of $23.44 to cover the cost associated with the Water Distribution System Recapitalization Program.

OPERATING BUDGET

ESTIMATED REVENUES	
Water Sales	$ 2,864,900
Sewerage Surcharge	3,744,700
Minimum Charges	1,050,200
Other Revenues	998,500
Renewal/Replacement	734,000
Proceeds -Loan	4,669,600
Federal Grant	1,700,000
State Grants – Projects	126,800
Appropriated Retained Earnings	1,651,300
TOTAL REVENUES	$17,540,000
APPROPRIATIONS	
Billing and Accounting	$ 776,600
Water Supply Division	8,689,800
Wastewater Division	6,897,400
Debt Retirement	324,800
Miscellaneous and Non-departmental	387,000
Transfers to General Fund	464,400
TOTAL APPROPRIATIONS	$17,540,000
Total Water & Sewer Fund Revenues	$17,540,000
Total Water & Sewer Fund Appropriations	$17,540,000
Difference	$NONE

Section 11: That should any section of this Ordinance be determined to be invalid, such invalidity shall not affect any other sections.

Section 12: The Budget Document is hereby approved, which includes the Plan of Compensation, City Rental and User Fees Schedule, Classification Plan, Protective Inspection and Licensing Fee and the Permit Fee Schedule. Furthermore, the Budget Document is hereby incorporated by reference into this Ordinance.

Section 13: Outstanding encumbrances at Fiscal Year 2024 year end shall be considered revenues for Fiscal Year 2025 at June 30, 2024 and re-appropriated, by this budget ordinance, in Fiscal Year 2025 for the purposes set forth in the budget ordinance for the Fiscal Year 2024, unless otherwise appropriated by the City Council.

Section 14: That any transfer of funds between appropriations by the City Manager must be approved by the City Council in the form of an ordinance by at least a two-thirds vote before becoming effective.

Section 15: The City Manager is hereby directed to establish and incorporate in the accounting system of the City a reserve account for the accumulation of funds for future preventative maintenance of City facilities. Such account shall be recorded in the Capital Projects Fund.

Section 16: **BE IT FURTHER ORDAINED**, that this Ordinance shall become effective twenty (20) days after its enactment by the Council of the City of Bowie, Maryland provided that a fair summary of this Ordinance is published at least once prior to the date of passage and at least once within ten (10) days after the date of passage in a newspaper having general circulation in the City.

INTRODUCED by the Council of the City of Bowie, Maryland at a Regular Meeting on April 15, 2024.

PASSED by the Council of the City of Bowie, Maryland by a favorable vote of at least a majority of the total elected membership of the Council at a Regular Meeting on May 20, 2024.

______________________________ By: ______________________________

Awilda Hernandez Timothy J. Adams, Mayor

City Clerk

APPROVED AS TO FORM AND SUFFICIENCY:

____

Elissa D. Levan, City Attorney

RESOLUTION
OF THE COUNCIL OF THE CITY OF BOWIE, MARYLAND
ADOPTING A CAPITAL IMPROVEMENTS PROGRAM
FOR THE FISCAL YEARS 2025-2030

WHEREAS, Section 43 of the City Charter requires that the City Manager prepare a proposed Capital Improvements Program; and

WHEREAS, the Capital Improvements Program must include a listing of all capital improvements proposed to be undertaken during the next six years, including funding sources, recommended time schedules, and cost estimates; and

WHEREAS, the City Council is required to adopt a Capital Improvements Program at the same time as the adoption of the City Operating Budget; and

WHEREAS, the City Manager shall include in his proposed Operating Budget, those Capital Improvement Projects adopted by the City Council for the ensuing fiscal year; and

WHEREAS, the City Manager has prepared and presented to the City Council the required proposed Capital Improvements Program, which has been included as a portion of the Fiscal Year 2025 Proposed Budget Document.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Bowie, Maryland, that the Capital Improvements Program for Fiscal Years 2025-2030, as reflected in the City's FY2025 Proposed Budget Document, is hereby adopted.

INTRODUCED by the Council of the City of Bowie, Maryland at a Regular Meeting on April 15, 2024.

PASSED by the Council of the City of Bowie, Maryland at a Regular Meeting on ____________, 2024, after public hearings on April 15, 2024, and _____________ 2024.

ATTEST: **THE CITY OF BOWIE, MARYLAND**

______________________________ ______________________________

Awilda Hernandez
City Clerk

Timothy J. Adams
Mayor

CITY OF BOWIE
FY2025 PROPOSED BUDGET

Fiscal Years 2025—2030

Represented on the Cover:

The top picture on the front cover depicts the City of Bowie's Whitemarsh Park playground Celebration. The City of Bowie recently redesigned the Whitemarsh Park playground for the community to utilize.

The bottom picture depicts an aerial view of Whitemarsh Park playground. Built in 2020, the Whitmarsh Park playground is quickly becoming a staple in the Bowie community, especially when football, soccer, or baseball games, picnics, or other activities are ongoing at the 182 -acre multi-use park.

Fiscal Year 2024 – 2025 Proposed Budget

and

Capital Improvements Program
Fiscal Years 2025 to 2030

City Council

Timothy J. Adams, Mayor

Dufour Woolfley, Mayor Pro Tem, District 2

Michael P. Estéve – District 1

Dennis Brady – At-Large

Wanda Rogers – At-Large

Clinton Truesdale, Sr. – District 3

Roxy Ndebumadu – District 4

City Manager
Alfred D. Lott

Assistant City Manager
Daniel J. Mears

Finance Director
H. Byron Matthews, CPA, CGFM, CGMA

Assistant Finance Director
Lola Ogunremi, CPA

Lead Accountant
Shahnaz Ariff, CPFO

Accountants
Rhonda Clarke
Braulio Neris

Financial/Budget Specialist
Melissa Dawson

Website: https://www.cityofbowie.org
Twitter: https://twitter.com/CityofBowie
Facebook: https://www.facebook.com/bowiemd
Youtube: https://www.youtube.com/user/cityofbowiemd

TABLE OF CONTENTS

TABLE OF CONTENTS

TABLE OF CONTENTS

Page

Appendix

City of Bowie

15901 Fred Robinson Way
Bowie, Maryland 20716

April 11, 2024

Honorable Mayor and Members of the Bowie City Council:

I am pleased to submit for your review and approval the Proposed Budget for Fiscal Year 2025. This budget reflects the guidance provided by the City's various planning documents, recommendations from the City's talented staff, and my professional assessment with regard to what is necessary to deliver quality services to the residents of Bowie.

- The General Fund Budget for FY 2025 equals 84,914,800. This represents an increase of $8,129,200 or 10.6% over the prior fiscal year. This increase reflects the increased need to transfer to the Equipment Acquisition and the Capital Improvement Program. This amount includes a transfer of $2,064,300 to the Equipment Acquisition Fund and $6,861,300 to the Six Year Capital Improvement Program.
- The Water and Sewer Fund has a proposed budget of $17,540,000.

A Positive Story

Bowie continues to do very well economically. As the largest municipality in Maryland's 5th Congressional District, Bowie is a beacon across southern Maryland. Bowie is a highly desirable destination for new homeowners and new commercial development. With new residential construction occurring in Melford, Mill Branch Crossing, and South Lake developments, the City will see strong population growth through the 2020's. These three large development projects are not just residential, as each boast strong commercial components which will provide new service opportunities in the City. Infill development continues with smaller residential projects on the few remaining vacant lots across the City.

When businesses succumb to market forces, new investment is not far behind to redevelop a property and bring a new commercial venture in its place. Combining the broad mix of new investment with rising real estate assessments means that Bowie's assessable tax base continues to increase as a positive effect of the demographic trends leading people to choose Bowie. The investment continues the trend of Bowie expanding its commercial tax base and providing a good balance to this residential community.

For residents, the area has seen historic low unemployment rates with Prince George's County going as low as 1.9% unemployment in November of 2023. Further, the Median Household Income in Bowie rose to $138,797 in 2022, more than $40,000 more than Prince George's County as a whole. Bowie residents are finding great employment opportunities to match the lifestyle amenities that make it attractive for them to locate and remain in Bowie.

Bowie Influence

The City of Bowie has much to celebrate, boasting a favorable location near the nation's and Maryland's capitals, making it a convenient hub for travel via air, rail, road, and even cruise options. As Maryland's fifth most populous municipality, Bowie serves as a beacon of leadership for local governments statewide. Its well-maintained homes, abundant employment opportunities, and comprehensive municipal services, including recreational amenities, contribute to its desirability.

However, it's crucial to acknowledge the challenges Bowie faces. Aging housing stock, infrastructure, and facilities require ongoing attention. While the city's robust code enforcement and community pride have preserved property values, continued investment and reinforcement of codes are imperative.

Despite being the largest municipality in Prince George's County, Bowie represents only 6.0% of its population and less than 1% of Maryland's population, a proportion that has declined over the past decade. This diminishing share underscores Bowie's evolving influence on both countywide and statewide issues.

Bowie remains the fifth largest City in Maryland after the 2020 Census. Bowie grew by 6.5% compared to the 12.0% of Prince George's County. Of the larger municipalities, only Baltimore decreased in size while the other three outpaced Bowie in population growth. Frederick grew by 19.8%, Rockville grew by 9.6%, and Gaithersburg grew by 16.2% overtaking Rockville to be the third largest City. Smaller than Bowie, Hagerstown grew by 9.7% and Annapolis grew by 6.2%.

Bowie's policymaking authority is further constrained by its lack of land use jurisdiction, relinquished with the establishment of the Maryland-National Capital Park and Planning Commission in 1927. While the city can annex properties in collaboration with owners, this tool's utilization has varied, often resulting in adjacent development without corresponding benefits, leaving Bowie to contend with the repercussions of growth without economies of scale.

City Services

Providing reliable and efficient services has always been one of the hallmarks of Bowie City government. The City Council recognized this when it identified outstanding public service as one of its core values in the 2016 Strategic Plan.

Being outstanding means that service delivery must go beyond the basics. For example, not only does the city government provide routine services like trash and recycling collection and street maintenance, it also offers weekly curbside yard waste collection, leaf collection, special metal and tire pickup, street sweeping, snow plowing, community shredding events, and an electronics recycling event. The Police Department maintains the safety of our community, patrols the streets, and investigates crimes. It also teaches residents and businesses how to prevent crime, conducts self-defense classes, and participates in more than 50 community events and meetings each year. The same approach is evident in municipal services across departments and at all our facilities listed below.

Services	
▪ Animal Control	▪ Stormwater Management
▪ Communications & Outreach	▪ Street Lighting – Install/Maint.
▪ Concerts	▪ Street, Sidewalk, & Trail Maintenance
▪ Development Review & Planning	▪ Trash Collection
▪ Economic Development	▪ Water & Sewer (to 7,900 customers)
▪ Emergency Management (Full Service)	▪ Yard Waste Collection (weekly)
▪ Green Bowie	▪ Youth & Family Services
▪ Leaf Collection	
▪ Mosquito Control	***Recreational Facilities***
▪ Parks Maintenance	▪ Ballfields
▪ Police	▪ City Gymnasium
▪ Recreation	▪ Ice Arena
▪ Recycling Collection	▪ Museums
▪ Rental Housing & Property Inspections	▪ Parks
▪ Small Business Assistance	▪ Playhouse
▪ Snow Plowing	▪ Skate Park
▪ Special Events	▪ Senior Center

Revenue

The budget as presented does not reflect an increase to the City's real property tax rate. During budget discussion with the City Council in January 2024, the City Manager received direction to prepare the forthcoming budget without a real property tax rate increase to fund anticipated expenditures. Instead increases to the General Fund expenditures with be funded with a transfer from the unappropriated fund balance. Previously planned increases to the City's property tax rate were deferred for FY 2019, FY 2020, FY 2021, FY 2022, FY 2023, and FY 2024. City staff intends to present planned property tax increases in future budgets of $0.05 will be presented in the FY 2026 and $0.05 in the FY 2028. In FY 2025 a one cent increase in the property tax represents $928,255 in additional revenue.

Property taxes are essential for the City to fund its expenditures. Property taxes of $37,532,900 will represent 57.5% of General Fund revenues collected by the City and are Bowie's largest revenue category.

It should be noted that the City experienced good growth in the assessable tax base. The current estimate of the State's net value of the real property assessable base for FY 2024 was $8,443,925,000, and is projected to increase to a net $8,696,725,000 in FY 2025. This represents a 2.99% increase for the year. The increase in real property assessable base adds $252,800,000 in assessed value, which amounts to $1,011,200 in additional revenue over the prior year. Fiscal Year 2025 is the second year of the triennial assessment cycle.

The continuing commercial and residential development in Melford, the large commercial and residential development at South Lake (annexed in 2019), and the new construction coming out of the ground this year in Mill Branch Crossing will be positive fiscally in the future and reduces the upward pressure on the tax rate. The aforementioned developments are consistent with the Strategic Plan adopted by the City Council because they increase the City tax base and create a more diversified business base.

In addition to property taxes, the other major revenue sources for the City are State shared revenues, primarily Income Tax ($12,103,700) and Highway User Revenue ($3,767,700). The next largest source of revenue is Cable TV Franchise fees, which is projected to generate $1,600,000 in the upcoming FY, which is about $100,000 less than FY 2024. This continues the trend where Cable Franchise fees have historically been trending down, as people find alternative media sources.

Expenditures

The expenditure trend for the past several budgets have shown expenditures for the City of Bowie significantly exceeding revenues. This is expected to continue in FY 2025 and the budgets through 2030, even with the proposed tax increases in future years. While the prior decisions to expand the Police force, add the call center, issue debt for the Bowie IcePlex, fund required stormwater improvements from the general fund, and maintain an excellent level of service to the community have benefited residents, they have also contributed to the opposing relationship between expenditures and revenue due to the challenges of trying to maintain property tax rates with the limited taxable base.

With conservative spending practices, the City has regularly come in below budgeted expectations. The City estimates revenue conservatively, while estimates of expenditures are less conservative. When position vacancies take time to fill, the City realizes reductions in expected personnel costs. The City plans aggressively for capital projects, and some take time beyond the fiscal year to complete, extending their costs into future budget years. While this regular occurrence can reduce expected expenditures in a single year, it will not be sufficient to overcome the projected budget deficits over time, especially with the deferred capital expenses that will become more urgent.

The City's debt service for FY 2025 of $3.114 million represents about 3.7% of City General Fund expenditures. The City Council's policy is that the ratio of debt service expenditures as a percent of general fund revenues, exclusive of debt repaid by the Water and Sewer Fund, should not exceed eight percent. The borrowing for the Bowie IcePlex in FY 2020 resulted in a significant increase in prior year debt but was still within the margin established by the City Council. The unspent bond proceeds were applied to capital expenditures after the IcePlex project was terminated in 2020. The City attained the highest possible bond rating (AAA) that was confirmed by Standards and Poor's, Moody's, and Fitch when it borrowed for the Bowie IcePlex and maintains those high ratings today. Anticipated borrowing for the Ice Arena will increase the debt service by $929,900, however the City will remain within its preferred debt margin.

Municipal Grant

New for FY 2025 is $100,000 for Municipal Grants under the City Council's portion of the budget. Last fall the City Council discussed and awarded a municipal grant, however there had not been funding previously allocated. At that time, it was requested for funding to be included in the forthcoming budget to provide opportunity to identify and implement new community initiatives worthy of City Council support.

Traffic Management

The City Council expressed a priority to reduce speeding throughout the City of Bowie and desired to have new traffic management initiatives included in the FY2025 budget to further this objective. Presented in this budget are measures within both the Public Works Department and the

Police Department operating budgets to address both practical mitigation as well as enforcement. Contained in the Public Works budget is $100,000 in Streets Repair and Maintenance for road striping and marking. These funds will enable the Streets division to add striping to approximately 22 miles of lines to visually constrict roadways and other visible measures to reduce vehicle speeds. Additionally, a large rehabilitation project is planned for the western portion of 5th Street that will reconstruct and improve the roadway, add curb, and gutter, and improve the interconnection with Chestnut. This improvement which will provide a consistent quality of roadway is budgeted for $1,131,000.

The Police Department budget is looking to expand its enforcement program with the addition of two more speed cameras at an annual cost of $84,000. Further, the department has included a new budget objective to "Enhance vehicular, cyclist, and pedestrian safety by using education, awareness, and enforcement efforts."

Unfunded and Understaffed Mandates and Directives

Our City is not immune from budget impacts caused by external forces. For well over a decade, local governments have been nervous about decisions on State shared revenue sources, which remain under threat, as does the potential for legislation that impacts the City's budget. Examples of this include the reduction of State shared revenue from the Motor Vehicle Fuel Tax about 15 years ago that resulted in millions of lost revenue that had historically been used for road maintenance. The funding returned slowly but remains under threat with other State funding priorities like the Blueprint and economic shocks like the Key Bridge collapse. NPDES requirements mandate water quality improvements associated with impervious services. The City has over $5 million in the current capital budget to work toward this mandate. We need to analyze new requests to ensure that they are provided both the funding and the staffing that they require, as to not diminish the existing services.

Electric Vehicles and Environment

The City of Bowie has expanded its use of electric vehicles in recent years and the proposed FY 2025 budget continues this practice. Included in the budget are funds to replace an existing administration vehicle with a Plug In Hybrid, which will be the first of its type used by the City. Acquiring this vehicle will enable the City to evaluate the use of this vehicle type. Additionally, the Police Department will test an electric vehicle in two new use cases. The department plans to acquire an electric vehicle to be used as a marked patrol vehicle as well as one to be used in an unmarked capacity. Experience gained from trying vehicles in these scenarios will help inform management as we contemplate further expansions to electric vehicle use.

Environmental sustainability remains a core value of the City of Bowie. FY 2025 includes $60,000 in capital funding for energy efficiency retrofits at the City's Gymnasium. 2025 will see a large project to create a new Environmental Action Plan. This will merge the expiring Climate Action Plan with the Sustainability Plan into one comprehensive resource. The Green Team has requested $5,300 this year to support their ongoing activities.

Personnel Expense

The Personnel Expense section of this budget is essential to maintain the high level of services that our community expects and deserves. Our dedicated staff plays a critical role in delivering these services and maintaining our facilities, parks, roadways, and trails. As is typical of most municipalities, human capital is the backbone of the City of Bowie, with approximately two thirds of general fund expenditures allocated to staffing.

The labor market remains very competitive with the unemployment rate in the County dropping to 1.9% in 2023, posing challenges in both hiring and retaining skilled professionals. The City of Bowie often hires professionals who require specific training, certifications, licenses, and experience, making recruitment a continued challenge.

The City of Bowie's labor agreements limit flexibility in personnel costs, with compensation increases agreed upon for years to come to ensure competitiveness in the labor market. As of this writing two labor agreements are actively being negotiated. The City operates a defined contribution retirement system, which differs from many other governments that offer defined benefit programs. The budget includes cost-of-living and merit increases for employees to retain competitiveness in the labor market and ensure retention of skilled professionals.

In summary, this budget reflects the City's commitment to maintaining and improving our services while acknowledging the challenges in the current labor market. The City of Bowie remains dedicated to attracting and retaining skilled professionals and providing a competitive compensation package to support our workforce.

Staffing

Several changes to staff positions are proposed in the FY 2025 Budget. The costs shown for these additions reflect both salaries and fringe benefits.

City Manager's Office

The positions of **Human Resource Generalist**, **Communications Analyst**, and **City Clerk** have been submitted for reclassification. Additionally, in Communications it is proposed for an equivalent bonus for foreign language proficiency, similar to what is presently offered to Police Officers.

Information Technology

Technological expansion and reliance on automation continues, and as such, support needs for employees has grown as well. The budget is presented with a new position for **Telecom Administrator** at a total salary and benefit cost of $86,287.

Finance

The positions of **Accounting Technician** and **Accounting Technician Senior** have been submitted for reclassification along with the creation of a new classification for **Accounting Technician III**. The department requests one new FTE for an **Accountant I**, which will be split across the General Fund and the Water and Sewer Fund at a total salary and benefit cost of $75,508.7,957.

Police Department

With the residential and commercial expansion occurring in Bowie, the budget is presented with one additional allocation for a **Police Officer** at a total salary and benefit cost of $119,523.

Community Services

Across Community Services the budget is proposed to stratify several positions in a similar manner to last year. Stratification involves taking an existing position like Building Maintenance Worker and divide it into three levels to provide promotional opportunities and allow for hiring at different levels of experience. Stratification has proven beneficial to retaining our workforce and attracting experienced new employees. The following positions are recommended to be stratified, **Contract/Permit Specialist**, **Maintenance Carpenter**, **Building Maintenance Worker**, and **Apprentice Mechanic**. In addition to this, the position of **Maintenance Carpenter** would transfer to Building Maintenance from Parks and Grounds.

The budget proposes a new Building Permit and **Code Compliance Specialist** at a total salary and benefit cost of $79,253.

Additionally, the budget proposes the Senior Center's **Service Program Assistant** position be reclassified as well as the Ice Arena's **Facility Assistant** position. The reclassification of these positions is proposed in the budget at a cost of $18,523. The **Part Time Theater Technician** positions are proposed to increase by 0.3 FTE to account for increased use at the Bowie Playhouse. The cost for this increase is $15,879.

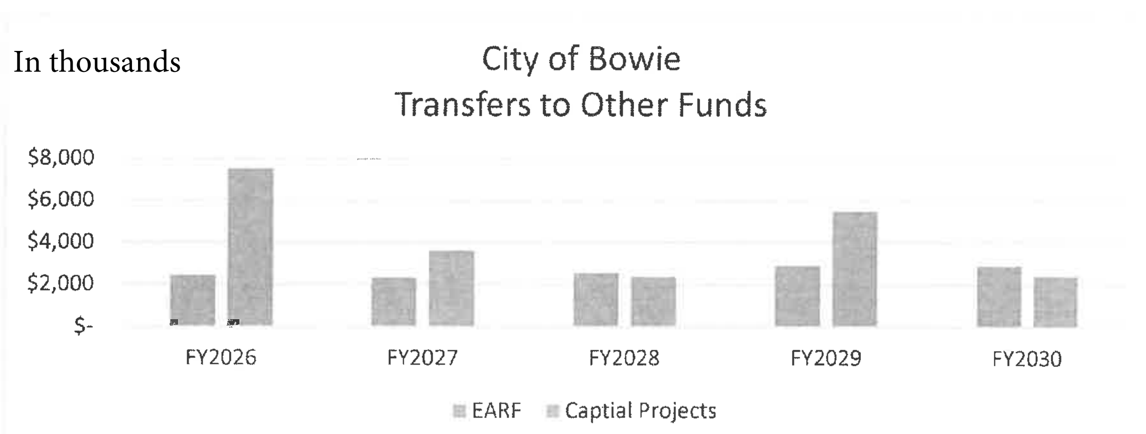
Public Works

In Public Works, the budget contemplates the reclassification of three positions, **Administrative Assistant**, **Driver/Facility Maintenance Worker**, and **Executive Office Associate**. These changes which would be at a cost of $19,039.

Within Utilities the budget proposes to reclassify the positions of **Maintenance Manager**, **Assistant Utilities Superintendent**, **Utility Supervisor**, **Equipment Operator**, **Executive Office Associate**, and **Equipment Operator – Senior**. Additionally, a new position of Water Plant Operator Certified is requested at a total salary and benefits amount of $79,081.

Capital Improvement Program

To fund the Capital Improvement Program (CIP) at $46,491,400 for FY 2025, $6,861,300 will need to be transferred from the General Fund. In addition, the budget contemplates $30.3 million in bond proceeds to facilitate the Ice Arena construction costs. As seen in the following chart, transfers from the General Fund for each fiscal year vary with anticipated capital spending.



Predominant capital projects contained in the proposed CIP for FY 2025, include:

Street Resurfacing – The City receives funds from the State of Maryland for street resurfacing work. These funds come from State motor fuel sales taxes and are distributed to local governments through the Highway User Revenue distribution formula. In FY 2025 the City will budget $2,015,000 of the Motor Vehicle Fuel Tax receipts for street resurfacing. The number of streets that can be resurfaced varies significantly with the market price of petroleum (asphalt) and labor contributing to most price fluctuations. Additionally, rehabilitation of 5th Street is proposed at $1,131,000.

Entzian Property – The City previously had torn down old farm structures that had come with the acquisition of the property. The City had used those for equipment storage. FY 2025 anticipates construction of a new cold storage structure for $275,000 to replace the lost storage.

Allen Pond Park – Prior budgets have anticipated significant improvements at Allen Pond Park, mostly associated with a significant upgrade to the amphitheater, and land surrounding the amphitheater to improve seating, address parking, and relocate facilities. The project which was part of Allen Pond's Master Plan had been postponed for numerous budget cycles due to insufficient funding to meet all of the City's anticipated capital program. FY 2024 was occupied with the design of the new facility and the FY 2025 budget is presented with a scaled down proposal to simply replace the existing amphitheater at $1,400,000 without any of the associated improvements. Additionally, the boathouse restrooms have a $100,000 budget for necessary renovations, including an adult changing table.

Kenhill Center – The multipurpose room in Kenhill Center will be upgraded with multiuse court flooring in FY 2025. This change will increase use of the room and expand the types of activities that can take place in the space.

Golf Course – At the end of 2021, the City started operating the golf course with a new contract management team. While the course is budgeted to operate in a self-sufficient manner and has been profitable in the first two years of operation the large expense for planned capital improvements must be supported through the Capital Projects Program, like the City's other recreational amenities.

In FY 2024 the focus of improvement design was directly on items that will improve the operation of the course and enhance its profitability.

The budget includes the renovation and lighting of the Driving Range and renovation of Hole #9, which is necessary for the expanded driving range. The new driving range facility will provide a state-of-the-art driving range and entertainment experience, including new restrooms for the golf course. In total, $5.4 million is anticipated to be expended in capital improvements at the course. The expanded driving range also necessitates the construction of a new maintenance building, which was designed in FY 2024 for a future fiscal year, adjacent to the parking lot. Further the improvements position the course to be ready for future improvements to cart paths and the clubhouse, which will benefit from these items being completed first. **Ice Arena** – Design will be completed in FY 2024 with bid documents prepared. Construction is anticipated in FY 2025, in order to finance construction, this budget contemplates $30,355,000 in bond proceeds, and the commencement of debt service at $929,900.

Salt Storage – A critical need for the City is a facility to store and protect its stockpile of salt for winter weather conditions. A planned replacement of this facility at the Public Works complex is budgeted for $990,000.

Long Term Planning

The City of Bowie's Capital Improvement Program is an example of how the City looks ahead in order to plan for its operational and fiscal future. The CIP included in the budget looks ahead five years, however there is opportunity for staff to include costs for anticipated projects beyond this timeframe. One example is the inclusion of work on stormwater management facilities anticipated decades in advance.

The Equipment Acquisition and Replacement Fund is another area where the City assures that there is adequate funding for the replacement of assets long into the future. The City has a full schedule of the vehicles and equipment that meet the criteria for this fund. The City allocates costs for the eventual replacement of these assets, and in some instances, this can be 20 years in the future or longer.

General Fund Future

The City of Bowie is a prosperous and financially stable community. The strong and growing property tax base has enabled the City to offer consistently great service to its residents over the years. Its successful residents have high and growing median household incomes, which furthers the City's ability to provide services through strong income taxes. As Bowie has grown in population, it has enhanced its services through the construction of a gymnasium and senior center. Expanding into a new City Hall, Bowie added a police force and 911 Call Center without adding a tax increase, despite the projected need for this expensive additional service. Bowie added a Parks and Grounds Maintenance Facility and the State of Maryland mandated costly responsibility to local governments to improve the quality of stormwater in Bowie, these costs have also been absorbed by the City of Bowie without any change to the property tax rate.

Historically, part of the City's efforts to pay for both mandated service and to meet the growing service demands of its constituents has been to grow the City of Bowie. From the mid 1900's the decision to grow by annexing land for the Levitt development forever changed the City with both opportunity and obligation. Over the years numerous other annexations have brought new development into the City, despite the lack of direct authority to approve the growth. Some developments were left out, leaving Bowie with a complex and irregular municipal border. Three areas of significant development are under construction today, Melford, Mill Branch Crossing, and South Lake. Each of these developments has the potential to add significant tax base to the City of Bowie. In the future this will not only fund the municipal service provided to these areas, but also add to the economies of scale which will help the City pay for its existing service load.

Bowie's service load is significant, in addition to the human capital required to provide direct service to the community, the City has many buildings and facilities that require maintenance, major rehabilitation, or complete replacement. With the history of development through the City, many of its amenities are seeing the end of their life cycle where either the major rehabilitation or replacement are needed. There was a surge in residential development in Bowie associated with Levitt. Just as a strong code enforcement program is necessary to ensure the maintenance and reinvestment in those aging homes, the public works facility, parks, recreation amenities, and street infrastructure need reinvestment due to their age or obsolescence. Just as some of the items described above have put pressure on the City's General Fund through expanded service, the City's future Capital Improvement Program adds stress to the fund balance and general fund revenue to support future needs.

The City's General Fund balance has been declining. The General Fund balance is projected to be $41,443,000 on June 30, 2024, down $3.4 million from the prior year. This fund balance enables the City to make up the remaining shortage in revenues over expenditures. The Proposed Budget for FY 2025 uses $19.6 million in existing fund balance to level the budget.

The chart below shows the impact on the City's Fund Balance.

	Revenues	Expenditures	Increase (Decrease)	Ending Fund Balance	Percent of Expenditures
Balance at July 1, 2023				44,877	73%
Estimated - FY2024	64,503	67,937	(3,434)	41,443	61%
Budget - FY2025	65,274	84,915	(19,641)	21,802	26%
Forecasts:					
FY2026	77,175	88,283	(11,108)	10,694	12%
FY2027	80,156	90,811	(10,655)	39	0%
FY2028	93,178	93,847	(669)	(630)	-1%
FY2029	96,728	101,676	(4,948)	(5,578)	-5%
FY2030	99,855	103,186	(3,331)	(8,909)	-9%

Future tax increases will still be needed as efforts to hold off the depletion of the City's fund balance with the anticipated capital projects combined with the level of service offered to the community. The City of Bowie City Council will need to address the disparity between its desires for new amenities, rehabilitating existing amenities, available revenue, and other fiscal pressures.

Water and Sewer Fund

The Water and Sewer Fund represents a total budget of $17,540,000. Rates for the Water and Sewer Fund for FY 2025 are proposed at a combined rate of $16.02 per thousand gallons. This represents an increase of 5% over the rate level from FY 2024. The rate equates to the average household using an estimated 12 thousand gallons per quarter having a quarterly utility bill of $192.24. In FY 2026 the projected rate increase is 5%.

These rate increases are necessary because the City's Water and Sewer System is a constrained system where growth is limited, consumption has historically been dropping due to more efficient fixtures and appliances, and the infrastructure is aging. Additional rate increases are projected for future years beyond FY 2025.

The aged infrastructure associated with the City's water and sewer utility creates a constant financial challenge. Assessments completed over the past few years identified extensive needs for recapitalization beyond the already known needs associated with the water distribution mains. The CIP presented in this budget includes only those projects determined by staff and consultants to be most critical but still require a significant increased capital investment. Unplanned failures create further budget challenges.

The City's Water and Sewer System serves about 7,900 customers, of which approximately 7,700 are residential customers. Most of the system was constructed in the early 1960s. The water system consists of a water treatment plant, six water wells, three storage tanks, and 90 miles of water mains. The sewer system includes a wastewater treatment plant, eight pumping stations, and 85 miles of collection mains.

In December 2016, City staff presented to City Council an analysis of the problems being experienced by the water distribution system. Tuberculation is occurring in the City's pipes. This is caused by iron building up on the inside of these pipes. This build-up is causing increasing complaints about discolored water and is restricting the flow of water through these pipes, which is having an impact on fire flow in some areas of the City. The City has 90 miles of water distribution pipes in the City maintained portion of our system.

At the December 6, 2016, City Council meeting staff presented a recapitalization plan for the City's water distribution system. Staff proposed that to sufficiently capitalize improvements to the water distribution system, estimated almost $15 million over a 12-year period, a special charge of $22.75/quarter be levied on customers of this fund beginning in FY 2018. It should be noted that this proposed recapitalization plan would only improve less than eight miles of the 90-mile system. The program focuses improvements on the worst part of the system. The entire system is not experiencing tuberculation today, however over 50 miles of piping has been identified as needing to be addressed and an extension beyond the 12-year program is needed. The full cost of replacing water mains will be approximately one eighth of a billion dollars in the years beyond this 12-year program.

In the FY 2024 budget, the City Council approved a new rate of $23.44 per quarter. This was a 3% increase from the original rate set in 2018.

The City of Bowie has been active in pursuing additional funds for this program. During City Council discussions in January 2022, the City Council provided direction for the use of ARPA funding to supplement the recapitalization plan. The City is working to expend $2,000,000 from a prior Federal earmark. The budget reflects $3,639,000 for water main replacement in FY 2025.

Other capital projects proposed for the Water and Sewer Fund are as follows:

- At the Water Plant, the largest project is $1,700,000 for **Filter System Replacement**.
- **Water Tank repainting** is being proposed with a new program. Instead of surges in spending, staff proposes participating in a program that will maintain $100,000 of level funding each year, and painting will occur on schedule in future years. The program assures adequate spending on tank painting and guarantees for the service when it is required.

- The **Wastewater Treatment Plant** budget accounts for capital projects to upgrade the **Return Activated Sludge-Waste Activated Sludge** system at $575,000, implementation of the **Flow Equalization Electrical** upgrade at $630,000, and $150,000 for **Sewer Lateral Replacement**.
- Similar to the Water Main Recapitalization program, I am recommending the City commence a **recapitalization program for its sewer mains**. This will be an ongoing program to proactively address this aged infrastructure and begin a comprehensive replacement program. $1,500,000 is budgeted for the first year of this program.

The improvements outlined above for the Water and Sewer Fund are consistent with the Strategic Goals established by City Council, particularly, "Invest in public infrastructure to ensure reliability, long-term sustainability, and compliance with state and federal requirements".

Conclusion

The FY 2025 budget reflects our commitment to maintaining and improving our municipal services for the benefit of all our residents. We have worked hard to ensure that this budget is fiscally responsible while still meeting the needs of our community.

We would like to thank H. Bryon Matthews and his Finance staff, along with all the Department Directors and Assistant Directors, for their hard work and dedication in preparing the FY 2025 Budget. We are confident that this budget represents a sound financial plan that will help us continue to provide great services to our residents.

As we move forward, we know that there are still challenges ahead, but we remain optimistic about the future of our community. We are committed to working together to ensure that Bowie continues to be a great place to live, work, and raise a family. We look forward to working with the City Council to review this financial and programmatic plan and to continue to serve the residents of Bowie.

Alfred D. Lott

Alfred D. Lott, CPM, ICMA-CM

City Manager

INTRODUCTION TO THE CITY OF BOWIE, MARYLAND

The City of Bowie is approximately 19 square miles in size and located halfway between Washington, D.C. and Baltimore, Maryland. Bowie was incorporated as a town in 1916. Historically, the area is associated with thoroughbred horse breeding and railroading. The community of Huntington, the original Bowie, traces its roots to 1870, when the lands were subdivided by land developers into more than 500 residential building lots, to create a large town site at a major junction of the Baltimore and Potomac Railroad. In 1958, the firm of Levitt and Sons acquired the Belair Estate and two years later the town of Bowie chose to annex the Levitt properties. Today the City is the largest municipality in Prince George's County with a population of approximately 57,192 (United States Census Population Estimates, July 1, 2022).

The City is located in the northern part of Prince George's County, at the crossroads of U.S. highways 3/301 and 50. Although considered to be in the Washington, D.C. metropolitan area, the City's location gives it easy access to Baltimore and Annapolis.

Traditionally, the City's total assessed value has grown due to new single-family home construction, additional commercial development and annexations of adjacent properties. The City's real property tax base is approximately 85% residential. The majority of residential units are owner occupied single-family homes that are in the price range of $300,000 to $499,999, with a median value of $419,200 (2018 – 2022 American Community Survey, United States Census Bureau).

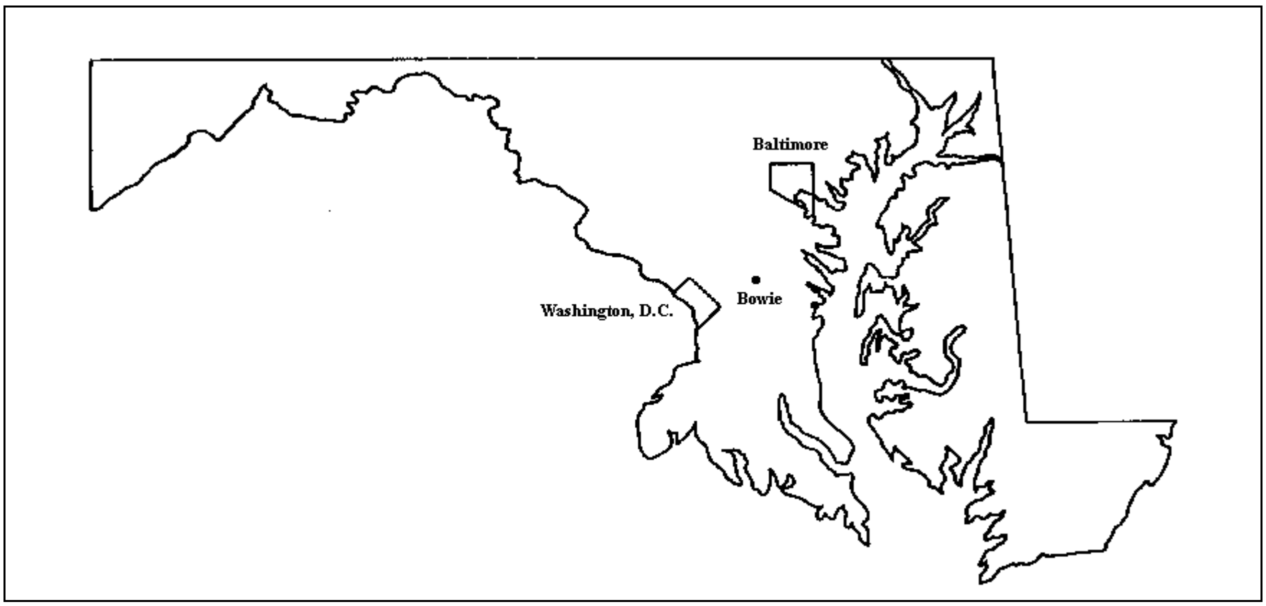
The median household income for the City of Bowie is $138,797, which exceeds the State of Maryland at $98,461 and the United States at $75,149 (2018 – 2022) American Community Survey, United States Census Bureau).

The City of Bowie has a Council/Manager form of government. The Council is composed of seven members (Mayor and six Councilmembers). Beginning with the November 2015 election the Council will be elected to four year terms. The City Manager is appointed by the City Council.

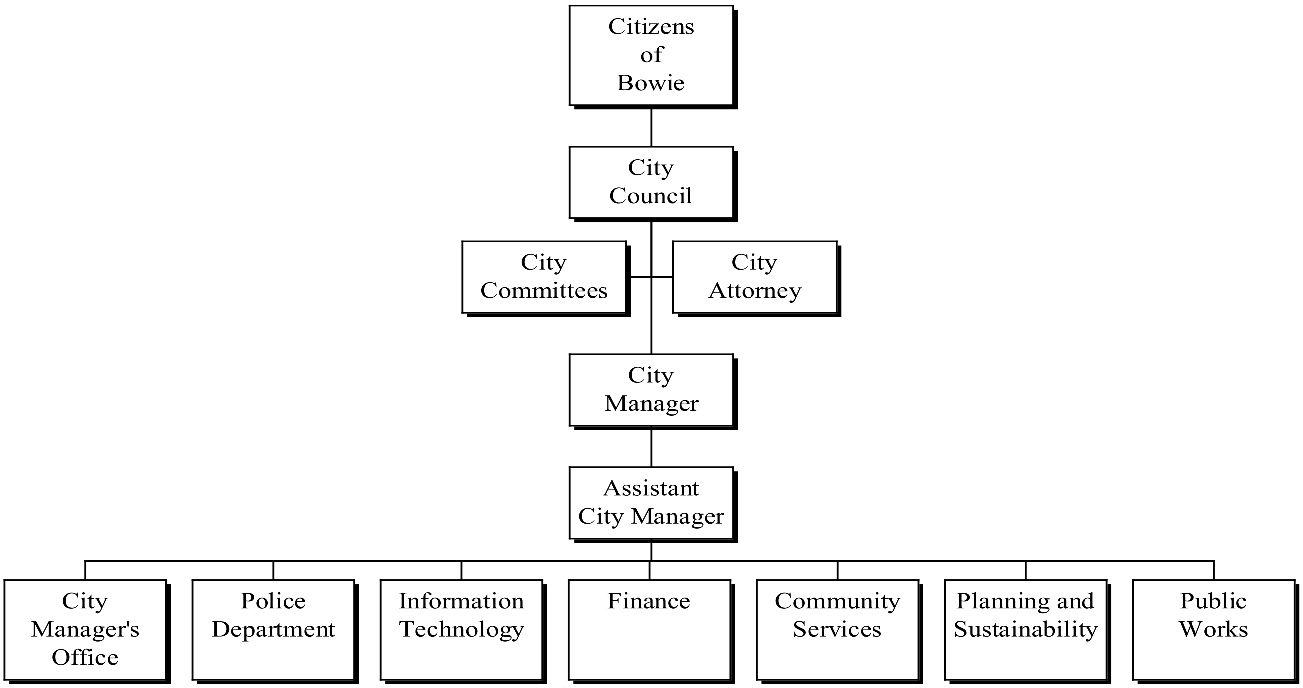
The City provides a range of municipal services including police, housing and property inspections, refuse and recycling collection, storm drainage control, street and bike trail maintenance, snow removal, street lighting, parks and recreation, planning, youth counseling, senior services and animal and disease control. In addition, the City of Bowie Water and Sewer System provides water and sewer services to an area comprising approximately 40% of City residents.

INTRODUCTION TO THE CITY OF BOWIE, MARYLAND

Washington Suburban Sanitary Commission provides water and sewer services to the remaining areas of the City. Education and fire services are provided by Prince George's County. Other services are provided by the Maryland-National Capital Park and Planning Commission and by the Washington Suburban Transit Commission.



City of Bowie, Maryland



City Manager	Patrol	Network Services	Financial Reporting	Building Maintenance	Planning	Equipment Maintenance
Human Resources	Community Services	Voice Services	Budgeting	Code Compliance	Sustainability	Solid Waste Collection
Elections	Investigative Division	Data Services	Payroll	Senior Services		Street Maintenance
Legal Services	Criminal Investigation	Internet Services	Accounting	Youth Services		Street Lighting
Communications	Crime Analyst	GIS Services	Tax Billing	Animal Control		Snow Removal
Business Operations	Task Force		Water and Sewer Billing	Ice Arena		Water and Sewer
City Clerk			Debt Administration	Gymnasium		Engineering
Economic Development			Contract Management	Recreation and Parks		Project Management
Emergency Management				Parks and Grounds		Stormwater Management
Risk Management				Historic Properties		
Grants				Bowie Playhouse		

Mission

The City of Bowie, in partnership with the community, provides a cost-effective system of City services and facilitates compatible economic development that enhances Bowie's quality of life within a positive and sustaining physical environment.

Vision

The City of Bowie is a safe, family friendly, multi-generational, diverse, inclusive, thriving community that values its 100-year history and traditions while embracing its future. As Bowie begins its next 100 years, this plan affirms the City's commitment to:

- Delivering outstanding public services to all residents
- Working collaboratively to define and shape the City's future
- Engaging residents in meaningful and productive ways
- Ensuring openness, transparency, and accessibility in government action
- Welcoming and supporting different perspectives in addressing community challenges
- Becoming a regional model for environmental sustainability
- Growing and thriving as a great, multi-generational place to live, work, do business, and play

Strategic Issues, Goals and Outcomes

Goal 1: Invest in public infrastructure to ensure reliability, long-term sustainability, and compliance with state and federal requirements

<u>Outcomes</u>

- Water pipe assessment completed and plan in place to address identified needs
- Enhanced use of technology to improve performance and provide better customer service
- Compliance with federal and state storm water management permitting requirements
- Successful collaboration with State and County government on improvements to infrastructure maintained by these levels of government including but not limited to widening Route 197
- Bike lanes and walking paths added to City-maintained roads where feasible

Goal 2: Promote economic development to expand the City's commercial tax base

<u>Outcomes</u>

- Increased City tax base
- Increased local employment opportunities
- Retention of current businesses
- A more diversified business base
- Significant progress on redevelopment of aging, deteriorated shopping centers

Goal 3: Continue to deliver reliable core services

<u>Outcomes</u>

- Positive resident feedback and satisfaction on all core services
- Assessment of solid waste cost management options completed including consideration of one-day-per week refuse collection.
- Increased public awareness of code compliance responsibilities
- Expanded use of technology to deliver core services and communicate with City residents to identify changing needs
- Significant progress on construction of indoor sports center to expand community recreation services

Goal 4: Maintain and enhance public safety and emergency services

<u>Outcomes</u>

- Increased public sense of security and community well being
- Improved awareness/understanding of public safety/crime statistics
- Continued positive police-community relations
- Updated emergency management plan in place with special attention to integration of technology to strengthen the plan
- Significant progress on CALEA Law Enforcement Accreditation for the Police Department
- Enhanced traffic and pedestrian safety

Goal 5: Ensure long-term financial stability to meet current and emerging community needs

<u>Outcomes</u>

- Sustained AAA bond rating
- Solid, conservative annual budgets where operating expenditures do not exceed operating revenues
- Continued self-evaluation of all City programs to assess cost effectiveness, need, and value
- Successful pursuit of Federal, State and County grants and shared revenues to support strategic plan priorities

Goal 6: Guide continued community growth that is compatible with Bowie's history and values and supports a successful future

<u>Outcomes</u>

- Fiscal impact analyses completed for all new developments
- Increased public awareness of the City's development review process
- Continued commitment to annex areas that provide beneficial growth opportunities and produce positive economic benefits
- Expanded housing mix to meet the needs of an aging population and make Bowie an attractive place to retire
- Sustained attention to open space, green space, and parks while the City grows

Fund Accounting

The accounts of the City are organized on the basis of funds, each of which is a separate accounting entity. Each consists of a separate set of self-balancing accounts. The City uses the following funds groups:

GOVERNMENTAL FUND TYPES - Account for expendable financial resources other than those accounted for in Proprietary and Fiduciary Funds. The individual Governmental Funds are:

General Fund: Accounts for all revenues and expenditures of the City which are not accounted for in other funds.
Equipment Acquisition and Replacement Fund: Receives transfers from other funds to acquire and replace capital equipment.
Capital Projects Fund: Accounts for all resources used for the acquisition of capital facilities, except those financed by an Enterprise fund.

PROPRIETARY FUND TYPES - Account for operations that are financed in a manner similar to private business enterprises. The individual Enterprise Fund is:

Water and Sewer Fund: Accounts for the activities of the Water and Sewer System, which serves an area comprising about 40 percent of the City. It is a self-supporting entity financed entirely by user charges.

General Fund - Departments listed by Function

General Government		**Public Safety**	**Social Services**	**Public Works**	**Parks, Culture& Recreation**
City Council	Business Operations	Housing Inspection and Code Compliance	Senior Services	Administrative	Recreation and Parks
City Manager	City Clerk	Emergency Management	Youth Services Bureau	Equipment Maintenance and Garage	Bowie Playhouse
Human Resources	Finance	Police Department		Solid Waste	Parks and Grounds
Information Technology	Community Services	Animal Control		Street Maintenance	Ice Arena
Elections	Building Maintenance			Stormwater Management	Historic Properties
Legal Services	Planning and Sustainability			SWM-Special Taxing Districts	Gymnasium
Communications	Economic Development				

Water and Sewer Fund

Billing and Accounting	Water Supply	Sewage Treatment

Basis of Accounting

For financial reporting purposes, the Governmental Funds use the modified accrual basis of accounting, under which revenues considered to be both measurable and available for funding current appropriations are recognized when earned. All other revenues are recognized when received in cash, except that revenues of a material amount that have not been received at the normal time of receipt are accrued, and any revenues received in advance are deferred. Expenditures are recorded at the time liabilities are incurred, except for accumulated sick leave, which is treated as an expenditure when paid.

Proprietary Fund uses the accrual basis of accounting under which revenues are recognized when earned, and expenses are recorded when the liabilities are incurred.

Budgetary Basis of Accounting

The City uses a budget basis for expenditures that differs from the basis used in reporting under Generally Accepted Accounting Principles in the following ways:

In the Governmental Funds, the City uses the modified accrual basis of accounting with the following exception:

- Budget amounts are encumbered when contracts are signed for goods or services. At year-end, amounts which are encumbered but not yet expended are carried over to be paid when the goods or services are received. These amounts are included in budget-basis expenditures for the fiscal year in which they are encumbered, rather than the year in which goods or services are received and a liability incurred. Appropriations that are not spent or encumbered lapse at the end of the fiscal year.

In the Proprietary Funds, the City uses the accrual basis of accounting with the following exceptions:

- The budget basis includes expenditures for capital outlay, which are not considered expenses on the accrual basis of accounting.
- Depreciation and amortization, which are considered expenses on the accrual basis of accounting, are ignored under the budget basis because these items do not require an expenditure of funds.
- The budget basis includes expenditures for debt retirement, which are not considered expenses on the accrual basis of accounting.
- The budget basis recognizes receipt of debt proceeds, which are not considered revenues on the accrual basis of accounting.

Investments

The State of Maryland allows municipalities to invest surplus funds in financial institutions within the State if the financial institution provides collateral with a market value that equals or exceeds the amount by which a deposit exceeds the deposit insurance. The State defines acceptable collateral and requires municipalities to have an investment policy. By resolution, the City Council has adopted an investment policy. Within policy guidelines, management has decided to restrict investments to the use of an interest-bearing cash account for readily available funds, and certificates of deposit or the Maryland Local Government Investment Pool for cash amounts that are available for longer periods. Only financial institutions covered by the Federal Deposit Insurance Corporation are used.

Annual Audit

The City is required to have an annual audit performed by an independent Certified Public Accountant. It is performed in accordance with generally accepted auditing standards, which require that the audit be planned and performed to obtain reasonable assurance about whether the financial statements are free of material misstatement. It includes examining on test basis evidence supporting the amounts and disclosures in the financial statements. It also includes assessing the accounting principles used and significant estimates made by management and evaluating the overall financial statement presentation. The auditing firm is selected by and directs its report to the City Council.

Budget Development

The City Manager is required to prepare and submit to the City Council a Capital Improvements Program and a Proposed Operating Budget for the ensuing fiscal year. In December/January of each year, the Finance Department makes a presentation to the City Council that provides an overview of the City's budget policy and fiscal condition. At this time, the City Council establishes budget priorities and guidelines. The City Manager conveys Council policy to department heads for guidance in preparing their budget requests. Each department head prepares and submits their budget proposal to the City Manager in early January. In February, each department head meets individually with the City Manager and Finance Director to review and discuss their budget submission. The Finance Department prepares the revenue projections in conjunction with other departments' estimates. At the conclusion of the meetings, the Finance Department compiles the budget submissions. The City Manager submits the Proposed Operating Budget and Capital Improvements Program to the City Council between April 10 and April 15. During the months of April and May, the City Council holds budget work sessions and at least two public hearings, all of which are televised and open to the public. Citizens are invited to share their thoughts at the public hearings. The annual budget is adopted by the City Council by ordinance which becomes effective twenty calendar days after passage.

Budget Calendar

November 9, 2023	Staff begins developing goals for the coming year and estimating costs for operating budget recommendations.
January 23 - February 13, 2024	City Manager meets with department heads to analyze new projects, evaluate progress on continuing projects, determine operating cost requirements and set priorities.
February 16, 2024	Finance Department makes revenue projections, prepares summaries, edits, and assembles the Proposed Budget.
April 11, 2024	City Manager submits the Proposed Operating Budget and Capital Improvements Program to City Council between April 10th and April 15th, as required by the City Charter. The Proposed Budget document is made available and widely distributed to citizens.
April 15 - May 20, 2024	City Council holds budget work sessions and one or more public hearings, all of which are televised and open to the public. Citizens are invited to share their thoughts at the public hearings.
May 20, 2024	The Annual Budget Ordinance and the Capital Improvements Program Resolution are adopted as proposed or as amended by Council, at a regular meeting.
July 1, 2024	The Adopted Budget becomes the legal authority to levy taxes and expend funds.

Budget Amendments

A budget amendment to transfer funds between appropriations within the same fund must be approved by the City Council as a Council Ordinance. The City Manager typically proposes one transfer to re-appropriate funds late in the fiscal year. A budget amendment, which would increase total appropriations in any fund, must be adopted by the City Council as an Emergency Ordinance.

Balanced Budget

The budget must be balanced, meaning the total of the anticipated revenues, including the fund balance carried over from previous years, must equal or exceed the total of the proposed expenditures.

Capital Improvements Program

The Capital Improvements Program covers a period of six years and is revised annually in light of new and changed conditions. It includes a description of each project, along with cost estimates, funding sources and recommended time schedules. The Council holds public hearings and adopts the program in the form of a Council Resolution, simultaneously with the adoption of the operating budget.

Funding for the upcoming budget year's portion of the Capital Improvements Program is incorporated into the various funds where costs will be financed. Projects for the Water and Sewer System are shown as Capital Outlay items in that enterprise fund. Projects to be financed from general city revenues are included in the Capital Projects Fund. Some projects such as the Street Resurfacing Program are highlighted in the Capital Improvements Program because of their magnitude or level of public interest, while their costs are included in the General Fund as operating expenditures.

Revenue Estimates

Each year, revenue estimates are determined by using objective analytical processes. The largest source of revenue is the property tax (57.5% of General Fund revenue in fiscal year 2025). Assessments are provided by the State Department of Assessment and Taxation. The estimated full value of all property is determined on a triennial basis, with the values phased-in over the three-year period. The taxable Assessed Value is set at 100 percent of full value for both real property and business personal property.

The City has no limit on the tax rate but must comply with State legislation which requires public advertising if a rate is proposed which exceeds the Constant Yield Tax Rate as determined by the Department of Assessment and Taxation.

The next largest source of revenue is State-shared revenue (26.1% of General Fund revenue in fiscal year 2025), consisting largely of the Income Tax, the Motor Vehicle License and Fuel Tax Revenue, Admission and Amusement Taxes and State Aid for Police Protection. The State and/or County establishes these rates, and allocations are distributed to municipalities based on proportional taxable income, population, road mileage and per capita police expenditure within the City.

The City aggressively seeks funding through available Federal, State and County grant programs. Grants are included in revenue estimates only when the City has confirmation that they will be received.

Locally established license, permit, fee and service charge rates are established as part of the budget ordinance each year, and revenues are estimated based on the expected level of activity.

Water and Sewer Rates are set at the level necessary to support the cost of providing service, including capital outlay and debt retirement.

Operating Expenditure Estimates

The City uses a zero-based budget approach to operating expenditures. Each year every activity and program is evaluated anew, goals and objectives are set for the coming year, and costs are analyzed on a line by line basis.

A Pay-for-Performance Plan has been established to ensure that personnel costs are related to the achievement of stated City goals and objectives. In FY2021, non command police officers were moved to a Grade and Step plan of compensation.

The Equipment Acquisition and Replacement Fund is used to accumulate reserves for replacement of major pieces of equipment, in order to minimize large year-to-year fluctuations in Capital Outlay expenditures and help maintain a stable tax rate. The equipment replacement schedule is analyzed each year to determine the expected life and continued utility of each item.

The capitalization threshold for capital assets is $5,000. Minor equipment with a unit cost under $5,000 is included in the Commodities category of each separate operating activity rather than treated as Capital Outlay.

Workload and Performance Indicators

Beginning in fiscal year 1999, the City instituted a policy of reporting measures of work accomplished by the various operating activity centers. Indicators for years FY2020 through FY2023 are actual results, FY2024 are estimated and FY2025 are projected. For comparability among activities, the last two measures reported in each activity are ***Expenditures per Capita*** and ***Percent of City total expenditures***.

- ***Expenditures per Capita*** is computed by dividing the activity's operating and maintenance expenditures, exclusive of capital outlays and inter-fund transfers, by the population estimate as of July of each fiscal year.
- ***Percent of total City expenditures*** refers to the same operating and maintenance expenditures base, exclusive of capital outlays and inter-fund transfers. The City total for all budgeted funds is presented for fiscal years 2020-2025.

	FY20	FY21	FY22	FY23	FY24	FY25
City total operating and maintenance expenditures (in Thousands)	$50,210	$49,051	$52,965	$55,078	$60,841	$72,494
Estimated population, July 1	58,643	58,643	58,643	58,329	57,644	57,192

Population figures are based on US Census estimation of as of July 1.

Debt Policies

The City has adopted the following debt management policies:

1. The City will not use long-term borrowing to finance current operations or normal maintenance expenses.
2. All debt issued will be repaid within a period not to exceed the expected useful lives of the improvements financed by the debt.
3. The City will strive to maintain a high reliance on pay-as-you-go financing for its capital improvements to minimize debt levels. Whenever possible, the City will first attempt to fund capital projects with general revenues (pay-as-you-go) before considering the issuance of debt.
4. The City will consider issuing debt to finance only those projects that have been included in the Capital Improvements Program.
5. Neither Maryland State law nor the City Charter mandates a limit on municipal debt. The City will maintain its tax-supported net bonded debt at a level not to exceed 0.8 percent of the assessed valuation of taxable property within the City.
6. The ratio of debt service expenditures as a percent of general fund revenues, exclusive of debt repaid by the Water and Sewer Fund, shall not exceed 10 percent.

7. Debt service requirements of the Water and Sewer System shall be self-supporting. Rates and charges will be reviewed annually as part of the budget process to ensure that water and sewer revenues are sufficient to cover debt service requirements of the utility system.

General obligation debt being retired from general tax revenues of the City, as of July 1, 2024, is as follows:

Public Improvement Refunding Bonds of 2015	$ 4,894,000
Public Improvement Bonds of 2019	22,050,000
Total	$ 26,944,000

General obligation debt being retired from revenues of the City of Bowie Water and Sewer System are excluded from the debt limit calculation. It would become subject to tax funding only if the Water and Sewer System were unable to comply. The amount outstanding as of July 1, 2024, is as follows:

State Revolving Loans of 2009	$ 596,323
State Revolving Loans of 2016	79,619
Total	$ 675,942

The City's bonds carry favorable ratings of AAA from Standard & Poor's, Aaa from Moody's, and AAA from Fitch.

Schedule of Legal Debt Margin

The debt margin for the City as of June 30, 2025, is estimated as follows:

Estimated Assessed Value, June 30, 2024	$ 8,696,725,000
Debt Limit – 0.8% of Assessed Value	69,573,800
Amount of Debt Applicable to Limit:	
Total Bonded Debt, June 30, 2024	25,516,000
Estimated Debt Margin, June 30, 2025	$ 44,057,800

Bonded Debt Per Capita

The following information is provided by the US Census Bureau as of July 1.

Fiscal Year	Bonded Debt	Population	Debt per Capita
2014	12,400,000	57,279	216.48
2015	11,625,000	57,972	200.52
2016	11,625,000	58,455	198.87
2017	10,853,000	58,699	184.89
2018	10,058,000	58,859	170.88
2019	9,253,000	58,862	157.20
2020	8,380,000	58,643	142.89
2021	31,190,000	58,643	531.86
2022	29,783,000	58,643	507.87
2023	28,365,000	58,329	486.29
2024	26,944,000	57,644	467.42
2025	25,516,000	57,192	446.15

City Plans Regarding Debt

The City anticipates borrowing $7.2 million in FY2025 to FY2027 to fund its water pipe replacement program. The City Water and Sewer Fund is a proprietary fund and no tax dollars can be used to fund its operation. In addition, the City plans to finance the construction of the new Ice Arena and the Indoor Court Facility in fiscal years FY2025 and FY2028 respectively.

Fund Balance Policies

The City Council adopted a policy to maintain the General Fund's fund balance at a level no lower than 25 percent of expenditures. Council adopted a similar policy to maintain the Water and Sewer Fund's budget basis unrestricted fund balance at a level no lower than 25 percent of expenditures.

Fund Balance Definition

Fund Balance is the excess of a governmental fund's assets over its liabilities. The amount is the cumulative result of revenues in excess of expenditures of all years since the fund's inception.

Fund Balance Forecast

A five-year forecast of the General Fund's fund balance indicates that the City will comply with its 25 percent fund balance policy with the exception of fiscal years 2026 through 2030, given the assumptions listed below.

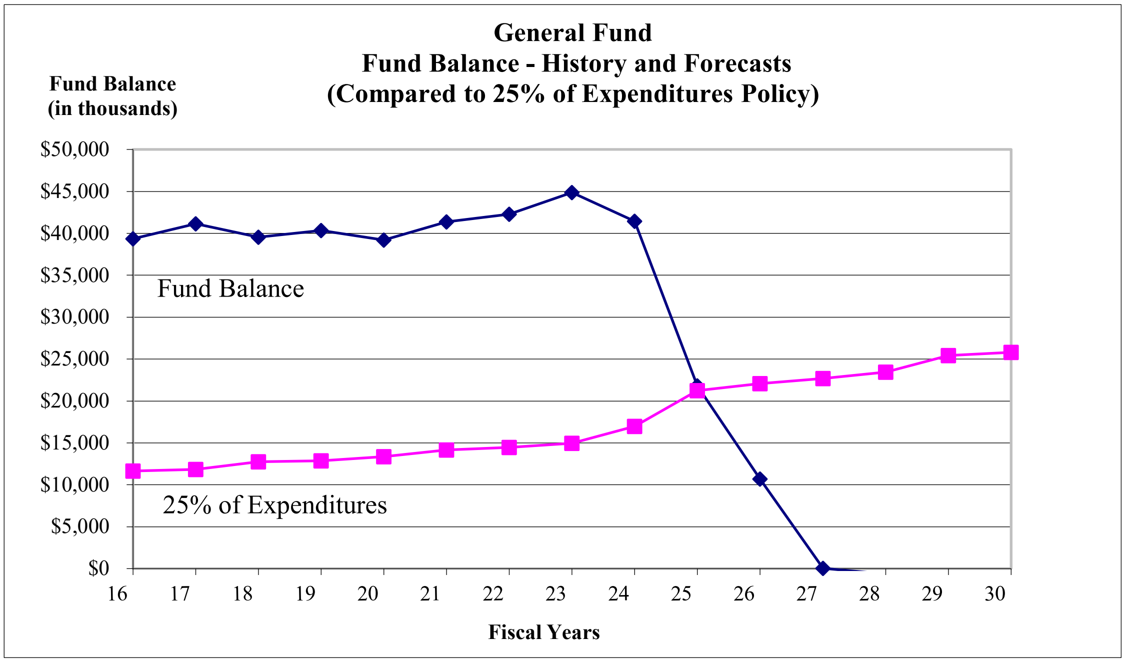
	Revenues	Expenditures	Increase (Decrease)	Ending Fund Balance	Percent of Expenditures
Balance at July 1, 2023				44,877	73%
Estimated - FY2024	64,503	67,937	(3,434)	41,443	61%
Budget - FY2025	65,274	84,915	(19,641)	21,802	26%
Forecasts:					
FY2026	77,175	88,283	(11,108)	10,694	12%
FY2027	80,156	90,811	(10,655)	39	0%
FY2028	93,178	93,847	(669)	(630)	-1%
FY2029	96,728	101,676	(4,948)	(5,578)	-5%
FY2030	99,855	103,186	(3,331)	(8,909)	-9%

Forecast assumptions for fiscal years 2026 through 2030 are as follows:

- Real property assessments increase 5 percent in fiscal years 2026 through 2030 and the property tax rate gradually increases from $0.400 per $100 assessed value in FY2025 to $0.500 per $100 assessed value in FY2026 and FY2027, and increase to $0.550 per $100 assessed value in years FY2028, FY2029 and FY2030
- State Shared Revenues, consisting of income taxes, motor fuel and vehicle taxes, admission and amusement taxes, state aid for police protection and financial corporation taxes, increase by 4 percent in FY2026 through FY2030. The minimal increase was based on a ten-year trend analysis and recognition of the modest upturn in the economy. All other revenues increase 3 percent a year.
- Debt service payments remain per the schedule existing at July 1, 2023.
- Transfers to the Capital Projects Fund are the amounts required by the FY2026-2030 Capital Improvements Program.
- Transfers for equipment acquisition are the amounts required by the Equipment Acquisition Schedule, plus $100,000 for estimated unscheduled additions.

- All expenditures for operating departments except for police department will increase by 6 percent in FY2026 through FY2030. The police department is expected to increase by 2 percent. The increase for all other operating departments was based on a ten-year trend analysis, inflationary considerations, and continued growth of the community and City services provided.

The following chart shows the actual fund balance of the General Fund for fiscal years 2016 through 2023, the estimated balance for fiscal year 2024, the projected balance for fiscal year 2025 based on the proposed budget, and the forecast amounts based on the above assumptions. This trend line is compared to a line showing the amounts that are 25 percent of expenditures for each year.



A forecast for the Water and Sewer budget basis unreserved fund balance is presented in the Water and Sewer Fund summary section of the budget.

Financial Reporting Policy

It is the City's policy to prepare the Annual Comprehensive Financial Report and to participate in award programs for both the financial report and the budget document. This allows the City to benefit from constructive comments offered by government finance professionals from around the nation.

Certificate of Achievement

The Government Finance Officers' Association of the United States and Canada awarded a *Certificate of Achievement for Excellence in Financial Reporting* to the City for its comprehensive annual financial reports for the fiscal years ended June 30, 1974, through June 30, 2022. In order to be awarded a Certificate of Achievement, a governmental unit must publish a comprehensive annual financial report, the contents of which conform to program standards. Such reports must satisfy both generally accepted accounting principles and applicable legal requirements. A Certificate of Achievement is valid for a period of one year only.

GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished Budget Presentation Award

PRESENTED TO

City of Bowie
Maryland

For the Fiscal Year Beginning

July 01, 2023

Christopher P. Morrill

Executive Director

SUMMARY OF TOTAL CITY BUDGET - FISCAL YEAR 2025

	Total All Funds	General Fund	Equipment Acquisition & Replacement Fund	Capital Projects Fund	Water & Sewer Fund
Revenues					
Appropriated Fund Balance	31,244,700	19,640,900	2,766,200	7,186,300	1,651,300
Property Taxes	37,532,900	37,532,900	-	-	-
Licenses and Permits	1,334,600	1,334,600	-	-	-
Intergovernmental Revenues	21,845,200	18,568,800	-	1,449,600	1,826,800
Charges for Services and Fines	12,815,900	4,422,100	-	-	8,393,800
Other Revenues and Sources	40,088,500	2,951,100	475,100	30,994,200	5,668,100
Transfers from other Funds	9,390,000	464,400	2,064,300	6,861,300	-
Total Revenues	154,251,800	84,914,800	5,305,600	46,491,400	17,540,000
Expenditures					
General Government	20,047,900	16,536,600	500,000	2,234,700	776,600
Economic Development	1,290,100	1,290,100	-	-	-
Public Safety	19,834,700	18,637,500	1,197,200	-	-
Social Services	3,030,500	3,030,500	-	-	-
Public Works	44,989,300	22,971,700	1,335,300	5,095,100	15,587,200
Parks, Culture and Recreation	48,879,700	9,473,100	245,000	39,161,600	-
Nondepartmental	1,322,200	935,200	-	-	387,000
Debt Service	3,439,300	3,114,500	-	-	324,800
Addition to Fund Reserves	2,028,100	-	2,028,100	-	-
Transfers to other Funds	9,390,000	8,925,600	-	-	464,400
Total Expenditures	154,251,800	84,914,800	5,305,600	46,491,400	17,540,000

Projected Unreserved Fund Balances

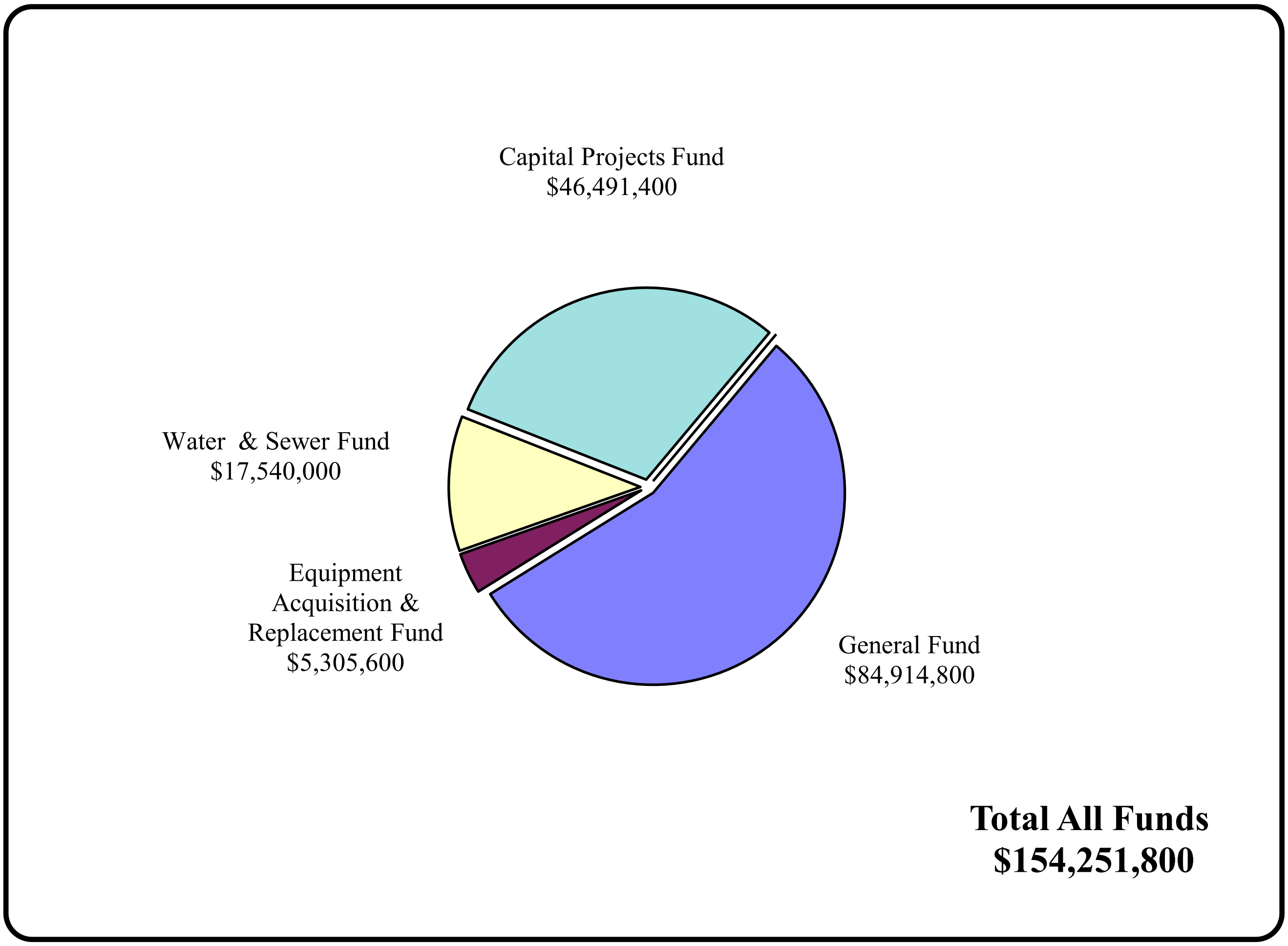
	Total All Funds	General Fund	Equipment Acquisition & Replacement Fund	Capital Projects Fund	Water & Sewer Fund
Balances at July 1, 2023	85,457,454	44,877,324	9,826,588	24,737,889	6,015,653 (1)
FY 2024 Expected Revenues	80,530,600	64,502,700	2,880,200	3,919,400	9,228,300
FY 2024 Expected Expenditures	(85,538,300)	(67,936,900)	(2,805,000)	(5,834,400)	(8,962,000)
Balances at June 30, 2024	80,449,754	41,443,124	9,901,788	22,822,889	6,281,953
FY 2025 Budget Revenues	122,732,511	65,273,900	2,539,400	39,030,511	15,888,700
FY 2025 Budget Expenditures	(152,223,700)	(84,914,800)	(3,277,500)	(46,491,400)	(17,540,000)
Balances at June 30, 2025	50,958,565	21,802,224	9,163,688	15,362,000	4,630,653

NOTES:

(1) In the Water and Sewer Fund, the amount referred to as Unassigned Fund Balance consists of total current assets, net of current liabilities.

SUMMARY OF TOTAL CITY BUDGET - FISCAL YEAR 2025

Appropriations by Fund - Fiscal Year 2025 Proposed



Explanation of Total City Budget

The $154,251,800 total depicted in the graph above is derived by aggregating the Total Appropriations for each budgeted fund. The appropriation amounts include transfers among the funds. If transfers of $9,390,000 are subtracted, the amount of total expenditures is $144,861,800. Resources are provided by $31,244,700 in appropriations of accumulated fund balances, and $113,617,100 in current revenues and financing sources.

The term "Total City Budget" must be further qualified, as it involves adding together funds which are different in scope and purpose. In particular, the Water and Sewer Fund is an enterprise which provides service to less than forty percent of City neighborhoods. Service is funded exclusively by Water and Sewer fees paid by users of the service, and not by general governmental revenues or taxes.

APPROPRIATION SUMMARY - ALL FUNDS

	ACTUAL 2021-2022	ACTUAL 2022-2023	ORIGINAL BUDGET 2023-2024	FINAL BUDGET 2023-2024	ESTIMATED 2023-2024	PROPOSED 2024-2025	ADOPTED 2024-2025
General Fund							
Revenues							
Appropriated Fund Balance	-	-	12,807,000	12,964,300	-	19,640,900	-
Property Taxes	34,191,451	35,382,502	37,455,700	37,455,700	36,413,900	37,532,900	-
Licenses and Permits	1,247,874	1,439,065	1,118,900	1,118,900	1,380,400	1,334,600	-
Intergovernmental Revenues	17,853,022	17,579,545	17,787,400	17,787,400	18,306,400	18,568,800	-
Charges for Services and Fines	3,732,074	3,984,479	3,698,400	3,698,400	4,343,600	4,422,100	-
Other Revenues and Sources	1,141,938	3,436,263	3,257,200	3,257,200	3,554,700	2,951,100	-
Transfers from other funds	560,300	533,700	503,700	503,700	503,700	464,400	-
Total Revenues	58,726,659	62,355,554	76,628,300	76,785,600	64,502,700	84,914,800	-
Expenditures							
General Government	11,636,199	12,071,287	16,554,500	16,554,500	14,551,200	16,536,600	-
Economic Development	783,536	880,363	1,192,800	1,192,800	967,700	1,290,100	-
Public Safety	14,736,189	14,871,910	17,663,400	17,764,200	15,178,200	18,637,500	-
Public Works	15,736,512	16,631,767	20,909,600	20,909,600	18,589,000	22,971,700	-
Social Services	2,261,051	2,392,400	2,993,100	2,993,100	2,569,600	3,030,500	-
Parks, Culture and Recreation	7,257,681	7,386,571	9,341,400	9,341,400	8,501,500	9,473,100	-
Debt Service	2,302,910	2,534,338	2,219,200	2,219,200	2,219,200	3,114,500	-
Nondepartmental	848,537	850,771	881,700	881,700	713,700	935,200	-
Transfers to other funds	2,754,400	2,769,844	4,872,600	4,929,100	4,646,800	8,925,600	-
Total Expenditures	58,317,015	60,389,251	76,628,300	76,785,600	67,936,900	84,914,800	-
Equipment Acquisition & Replacement Fund							
Revenues							
Appropriated Fund Balance	-	-	2,171,900	2,171,900	2,171,900	2,766,200	-
Other Revenues and Sources	290,449	389,702	589,200	589,200	701,700	475,100	-
Transfers from other funds	2,519,000	2,769,844	2,404,300	2,460,800	2,178,500	2,064,300	-
Total Revenues	2,809,449	3,159,546	5,165,400	5,221,900	5,052,100	5,305,600	-
Expenditures							
General Government	144,784	127,807	366,500	366,500	345,500	500,000	-
Public Safety	248,743	635,400	827,800	856,200	856,200	1,197,200	-
Public Works	733,823	536,090	1,200,000	1,200,000	1,104,000	1,335,300	-
Social Services	28,414	-	-	-	-	-	-
Parks, Culture and Recreation	416,939	264,371	524,000	552,100	499,300	245,000	-
Reserve for Replacements	-	-	2,247,100	2,247,100	2,247,100	2,028,100	-
Total Expenditures	1,572,703	1,563,668	5,165,400	5,221,900	5,052,100	5,305,600	-

APPROPRIATION SUMMARY - ALL FUNDS

	ACTUAL 2021-2022	ACTUAL 2022-2023	ORIGINAL BUDGET 2023-2024	FINAL BUDGET 2023-2024	ESTIMATED 2023-2024	PROPOSED 2024-2025	ADOPTED 2024-2025
Capital Projects Fund							
Revenues							
Appropriated Fund Balance	-	-	7,123,200	7,123,200	3,799,800	7,186,300	-
Intergovernmental Revenues	332,281	161,131	1,549,600	1,549,600	100,000	1,449,600	-
Other Revenues and Sources	56,185	998,802	921,500	921,500	1,351,100	30,994,200	-
Transfers from other funds	235,400	-	2,468,300	2,468,300	2,468,300	6,861,300	-
Total Revenues	623,866	1,159,933	12,062,600	12,062,600	7,719,200	46,491,400	-
Expenditures							
General Government	164,575	1,068,653	2,311,000	2,311,000	556,200	2,234,700	-
Public Safety	-	-	-	-	-	-	-
Public Works	1,131,572	463,505	5,326,400	5,326,400	4,582,100	5,095,100	-
Social Services	87,489	137,519	-	-	-	-	-
Parks, Culture and Recreation	3,064,110	2,725,273	4,425,200	4,425,200	696,100	39,161,600	-
Other Financing Sources (Uses)	-	-	-	-	-	-	-
Total Expenditures	4,447,746	4,394,950	12,062,600	12,062,600	5,834,400	46,491,400	-
Water & Sewer Fund							
Revenues							
Appropriated Fund Balance	-	-	1,139,900	1,302,100	-	1,651,300	-
Charges for Services and Fines	7,760,418	7,839,221	8,470,700	8,470,700	8,055,700	8,393,800	-
Loan Proceeds	-	-	7,000,000	7,000,000	-	4,669,600	-
Other Revenues and Sources	3,238,384	1,077,807	1,018,300	1,018,300	1,172,600	2,825,300	-
Total Revenues	10,998,802	8,917,028	17,628,900	17,791,100	9,228,300	17,540,000	-
Expenditures							
General Government	669,237	673,401	735,800	735,800	689,700	776,600	-
Public Works	7,252,969	8,384,944	15,566,900	15,729,100	7,416,000	15,587,200	-
Debt Service	116,841	116,835	441,800	441,800	117,600	324,800	-
Nondepartmental	101,378	97,487	380,700	380,700	235,000	387,000	-
Transfers to other funds	560,300	533,700	503,700	503,700	503,700	464,400	-
Total Expenditures	8,700,725	9,806,367	17,628,900	17,791,100	8,962,000	17,540,000	-

APPROPRIATION SUMMARY - ALL FUNDS

	ACTUAL 2021-2022	ACTUAL 2022-2023	ORIGINAL BUDGET 2023-2024	FINAL BUDGET 2023-2024	ESTIMATED 2023-2024	PROPOSED 2024-2025	ADOPTED 2024-2025
Funds Summary							
General Fund							
Revenues	58,726,659	62,355,554	76,628,300	76,785,600	64,502,700	84,914,800	-
Expenditures	(58,317,015)	(60,389,251)	(76,628,300)	(76,785,600)	(67,936,900)	(84,914,800)	-
Change in net position	409,644	1,966,303	-	-	(3,434,200)	-	-
Equipment Acquisition & Replacement Fund							
Revenues	2,809,449	3,159,546	5,165,400	5,221,900	5,052,100	5,305,600	-
Expenditures	(1,572,703)	(1,563,668)	(5,165,400)	(5,221,900)	(5,052,100)	(5,305,600)	-
Change in net position	1,236,746	1,595,878	-	-	-	-	-
Capital Projects Fund							
Revenues	623,866	1,159,933	12,062,600	12,062,600	7,719,200	46,491,400	-
Expenditures	(4,447,746)	(4,394,950)	(12,062,600)	(12,062,600)	(5,834,400)	(46,491,400)	-
Change in net position	(3,823,880)	(3,235,017)	-	-	1,884,800	-	-
Water & Sewer Fund							
Revenues	10,998,802	8,917,028	17,628,900	17,791,100	9,228,300	17,540,000	-
Expenditures	(8,700,725)	(9,806,367)	(17,628,900)	(17,791,100)	(8,962,000)	(17,540,000)	-
Change in net position	2,298,077	(889,339)	-	-	266,300	-	-
Fund Totals							
Revenues	73,158,776	75,592,061	111,485,200	111,861,200	86,502,300	154,251,800	-
Expenditures	(73,038,189)	(76,154,236)	(111,485,200)	(111,861,200)	(87,785,400)	(154,251,800)	-
Change in net position	120,587	(562,175)	-	-	(1,283,100)	-	-

GENERAL FUND

This fund accounts for all revenues and expenditures which are not accounted for in other funds. It is the largest and most important accounting activity. It receives a great variety of general revenues and finances a wide range of programs. Most of the City's operation is financed from this fund.

GENERAL FUND SUMMARIES

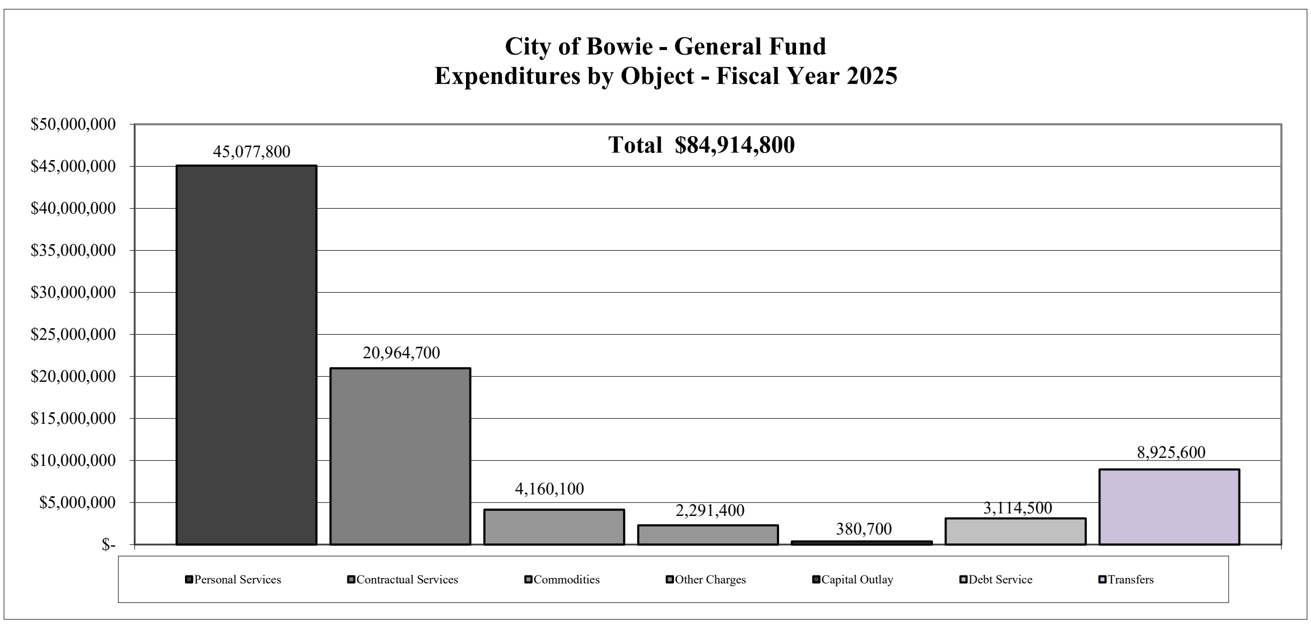
Fund Number: #01	Expenditure Appropriations
Fund: General	Summarized by **Object of Expenditure**

Summary of Expenditures by Object

General Fund expenditures can be summarized in several ways, each summary providing information with a different focus. The summary by Object of Expenditure shows ***how*** the City plans to accomplish its goals and objectives, in the categories of personal services, contractual services, commodities, other charges, capital outlay, debt service, and transfers to other funds. In this format, capital outlay refers to expenditures made by the General Fund directly.Transfers include transfers to the Equipment Acquisition and Replacement Fund and the Capital Projects Fund.

	Actual 2022 -2023		Budget 2023 -2024		Estimated 2023 -2024		Proposed 2024 -2025		Adopted 2024 -2025	
	Amount	Pct	Amount	Pct	Amount	Pct	Amount	Pct	Amount	Pct
Personal Services	37,380,052	62%	43,963,200	57%	38,258,700	56%	45,077,800	52%	-	-
Contractual Services	13,479,261	22%	18,301,500	24%	16,952,200	25%	20,964,700	25%	-	-
Commodities	2,869,972	5%	4,028,500	5%	3,853,200	6%	4,160,100	5%	-	-
Other Charges	1,349,132	2%	2,079,100	3%	1,776,800	3%	2,291,400	3%	-	-
Capital Outlay	6,652	0%	1,265,000	2%	230,000	0%	380,700	0%	-	-
Debt Service	2,534,338	4%	2,219,200	3%	2,219,200	3%	3,114,500	4%	-	-
Transfers	2,769,844	5%	4,929,100	6%	4,646,800	7%	8,925,600	11%	-	-
Total Appropriations	60,389,251	100%	76,785,600	100%	67,936,900	100%	84,914,800	100%	-	-

The graph below shows that the $ 84,914,800 cost of accomplishing City goals and objectives for FY2025 is expended primarily on Personal Services (employee salaries, wages and benefits) and Contractual Services.



GENERAL FUND SUMMARIES

Fund Number: #01	Expenditure Appropriations
Fund: General	Summarized by **Function**

Summary of Expenditures by Function

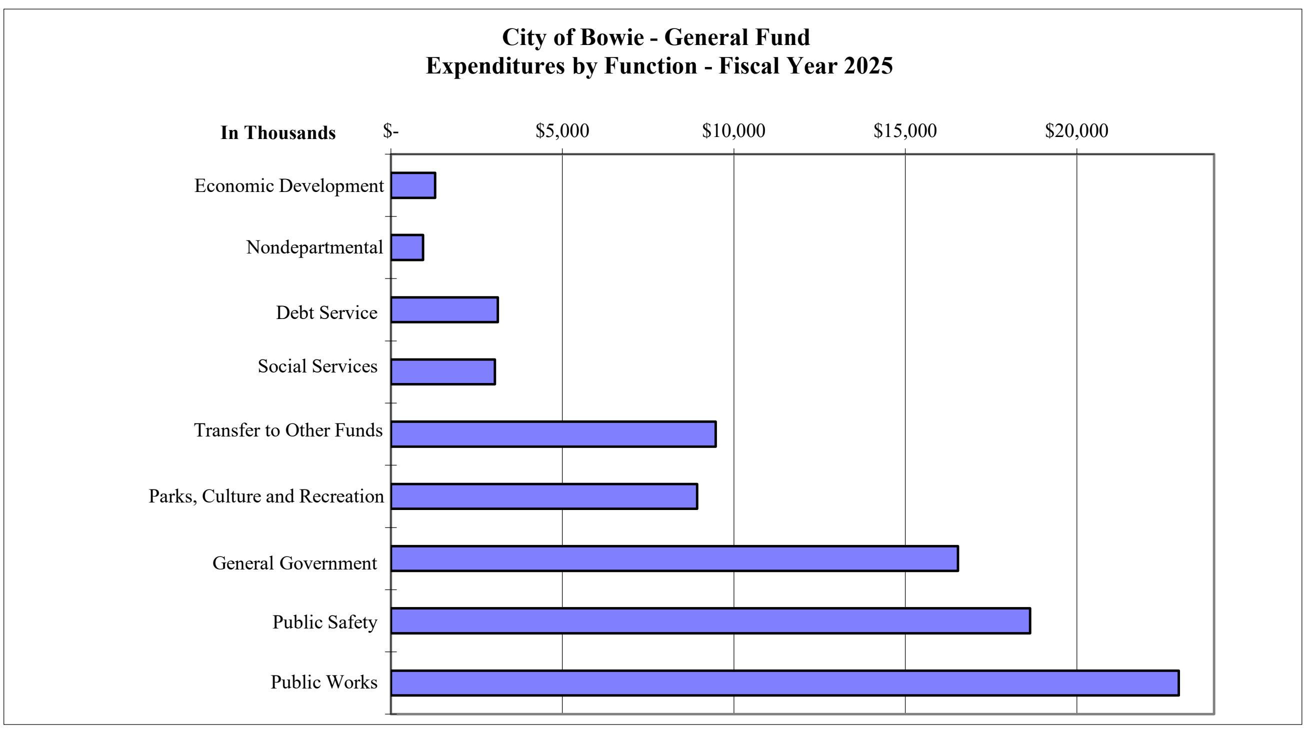
The summary by Function shows the ***purpose*** of each City activity in categories specified by State reporting requirements. This allows for comparison with other local governments in the State. Activities are grouped in the functional areas of general government, economic development, urban development, public safety, social services, public works and parks, culture and recreation.

	Actual 2022-2023	Budget 2023-2024	Estimated 2023-2024	Proposed 2024-2025	Adopted 2024-2025
General Government					
City Council	443,281	424,300	436,300	543,200	-
City Manager	1,250,207	1,743,400	1,559,500	1,834,100	-
Human Resources	818,894	932,700	815,700	931,600	-
Information Technology	3,143,497	4,281,900	4,167,200	4,669,300	-
Elections	-	85,700	89,000	1,000	-
Legal Services	279,932	202,500	203,000	207,500	-
Communications	746,017	947,500	895,800	1,120,600	-
Business Operations	591,109	1,882,000	803,500	896,200	-
City Clerk	200,339	247,000	201,500	269,900	-
Finance	1,378,412	1,563,400	1,544,200	1,731,300	-
Community Services	1,135,175	1,533,600	1,297,800	1,526,500	-
Building Maintenance	1,331,186	1,721,800	1,633,700	1,753,400	-
Planning	753,238	650,400	600,500	596,900	-
Sustainability	-	338,300	303,500	455,100	-
Total General Government	12,071,287	16,554,500	14,551,200	16,536,600	-
Economic Development	880,363	1,192,800	967,700	1,290,100	-
Public Safety					
Housing Inspection and Code Compliance	909,303	1,077,900	1,031,800	1,195,400	-
Emergency Management	377,239	623,100	448,800	641,800	-
Police Department	13,382,894	15,800,200	13,458,800	16,527,600	-
Animal Control	202,474	263,000	238,800	272,700	-
Total Public Safety	14,871,910	17,764,200	15,178,200	18,637,500	-
Social Services					
Senior Services	1,048,890	1,487,300	1,271,600	1,539,500	-
Youth Services Bureau	1,343,510	1,505,800	1,298,000	1,491,000	-
Total Social Services	2,392,400	2,993,100	2,569,600	3,030,500	-
Public Works					
Administrative	1,813,367	2,435,300	2,285,200	3,019,400	-
Equipment Maintenance and Garage	797,941	933,400	940,600	1,013,700	-
Solid Waste	6,801,279	8,377,000	7,420,600	8,770,100	-
Street Maintenance	6,563,805	8,323,000	7,270,600	9,273,900	-
Stormwater Management	644,679	825,400	660,500	880,200	-
SWM - Special Taxing Districts	10,696	15,500	11,500	14,400	-
Total Public Works	16,631,767	20,909,600	18,589,000	22,971,700	-

Fund Number: #01	Expenditure Appropriations
Fund: General	Summarized by **Function**

Summary of Expenditures by Function, continued

	Actual 2022-2023	Budget 2023-2024	Estimated 2023-2024	Proposed 2024-2025	Adopted 2024-2025
Parks, Culture & Recreation					
Recreation and Parks	1,088,959	1,467,900	1,313,800	1,494,200	-
Bowie Playhouse	139,384	227,800	229,400	232,200	-
Parks and Grounds	3,933,478	4,664,100	4,348,600	4,779,400	-
Ice Arena	1,033,731	1,271,800	1,158,500	1,300,700	-
Historic Properties	510,277	761,600	701,200	788,500	-
Gymnasium	680,742	948,200	750,000	878,100	-
Total Parks, Culture & Recreation	7,386,571	9,341,400	8,501,500	9,473,100	-
Nondepartmental	850,771	881,700	713,700	935,200	-
Transfers to Other Funds	2,769,844	4,929,100	4,646,800	8,925,600	-
Debt Service	2,534,338	2,219,200	2,219,200	3,114,500	-
Total Appropriations	60,389,251	76,785,600	67,936,900	84,914,800	-



Fund Number: #01	Expenditure Appropriations
Fund: General	Summarized by **Department**

Summary of Expenditures by Department

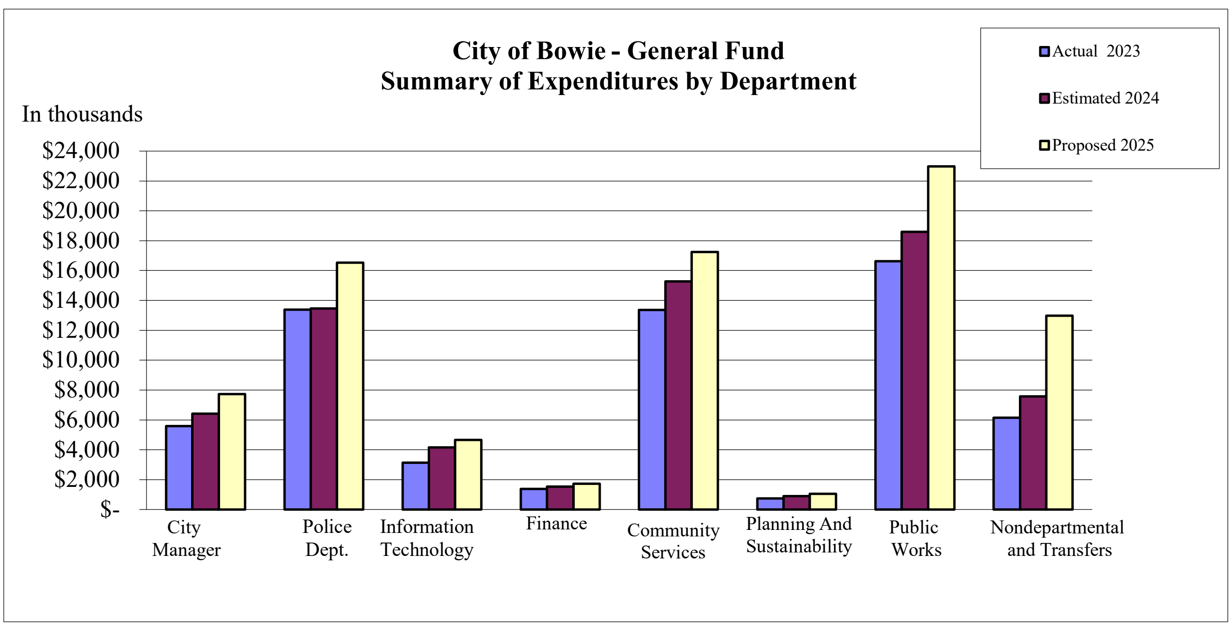
The summary by Department shows ***who*** in the City organizational chart is most directly responsible for control and management of the various activities. The detailed General Fund expenditure pages for each budget activity are grouped in this order, with tabs for the City Manager, Police Department, Information Technology, Finance, Community Services, Planning and Public Works departments.

	Actual 2022-2023	Budget 2023-2024	Estimated 2023-2024	Proposed 2024-2025	Adopted 2024-2025
City Manager's Department					
City Council	443,281	424,300	436,300	543,200	-
City Manager	1,250,207	1,743,400	1,559,500	1,834,100	-
Human Resources	818,894	932,700	815,700	931,600	-
Elections	-	85,700	89,000	1,000	-
Legal Services	279,932	202,500	203,000	207,500	-
Communications	746,017	947,500	895,800	1,120,600	-
Business Operations	591,109	1,882,000	803,500	896,200	-
City Clerk	200,339	247,000	201,500	269,900	-
Economic Development	880,363	1,192,800	967,700	1,290,100	-
Emergency Management	377,239	623,100	448,800	641,800	-
Total City Manager's Department	5,587,381	8,281,000	6,420,800	7,736,000	-
Police Department	13,382,894	15,800,200	13,458,800	16,527,600	-
Information Technology	3,143,497	4,281,900	4,167,200	4,669,300	-
Finance Department	1,378,412	1,563,400	1,544,200	1,731,300	-
Department of Community Services					
Community Services	1,135,175	1,533,600	1,297,800	1,526,500	-
Buildings Maintenance	1,331,186	1,721,800	1,633,700	1,753,400	-
Housing Inspection and Code Compliance	909,303	1,077,900	1,031,800	1,195,400	-
Senior Services	1,048,890	1,487,300	1,271,600	1,539,500	-
Youth Services Bureau	1,343,510	1,505,800	1,298,000	1,491,000	-
Animal Control	202,474	263,000	238,800	272,700	-
Recreation and Parks	1,088,959	1,467,900	1,313,800	1,494,200	-
Bowie Playhouse	139,384	227,800	229,400	232,200	-
Parks and Grounds	3,933,478	4,664,100	4,348,600	4,779,400	-
Ice Arena	1,033,731	1,271,800	1,158,500	1,300,700	-
Historic Properties	510,277	761,600	701,200	788,500	-
Gymnasium	680,742	948,200	750,000	878,100	-
Total Department of Community Services	13,357,109	16,930,800	15,273,200	17,251,600	-
Planning and Sustainability					
Planning	753,238	650,400	600,500	596,900	-
Sustainability	-	338,300	303,500	455,100	-
Total Planning and Sustainability	753,238	988,700	904,000	1,052,000	-

Fund Number: #01	Expenditure Appropriations
Fund: General	Summarized by **Department**

Summary of Expenditures by Department, continued

	Actual 2022-2023	Budget 2023-2024	Estimated 2023-2024	Proposed 2024-2025	Adopted 2024-2025
Public Works					
Administrative Division	1,813,367	2,435,300	2,285,200	3,019,400	-
Equipment Maintenance and Garage Division	797,941	933,400	940,600	1,013,700	-
Solid Waste Division	6,801,279	8,377,000	7,420,600	8,770,100	-
Street Maintenance Division	6,563,805	8,323,000	7,270,600	9,273,900	-
Stormwater Management Division	644,679	825,400	660,500	880,200	-
Stormwater Special Taxing Districts	10,696	15,500	11,500	14,400	-
Total Public Works	16,631,767	20,909,600	18,589,000	22,971,700	-
Nondepartmental and Transfers					
Nondepartmental	850,771	881,700	713,700	935,200	-
Debt Service	2,534,338	2,219,200	2,219,200	3,114,500	-
Transfers to Other Funds	2,769,844	4,929,100	4,646,800	8,925,600	-
Total Nondepartmental and Transfers	6,154,953	8,030,000	7,579,700	12,975,300	-
Total Appropriations	60,389,251	76,785,600	67,936,900	84,914,800	-

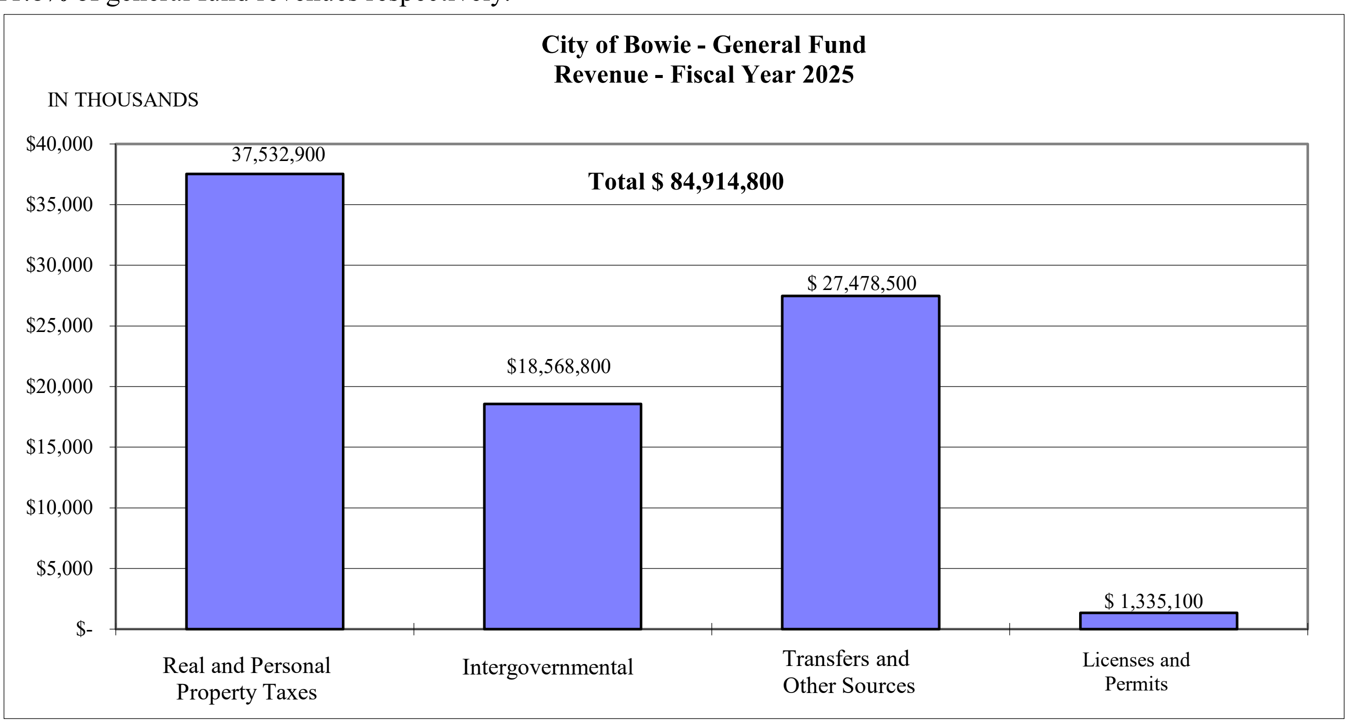


Summary of Revenue Sources

The summary of revenue sources presents major revenue classifications in a condensed table.

	Actual 2022-2023	Budget 2023-2024	Estimated 2023-2024	Proposed 2024-2025	Adopted 2024-2025
Real and Personal Property Taxes	35,382,502	37,455,700	36,413,900	37,532,900	-
Intergovernmental:					
Federal Grants	176,890	394,300	470,300	411,800	-
State Grants	128,439	96,100	108,300	108,300	-
Business Taxes	558,629	511,400	559,400	570,600	-
State Shared Revenues	16,303,808	16,470,800	16,798,600	17,063,300	-
Grants from Other Local Units	411,779	314,800	369,800	414,800	-
Total Intergovernmental	17,579,545	17,787,400	18,306,400	18,568,800	-
Licenses and Permits	1,439,065	1,118,900	1,380,400	1,334,600	-
Other:					
Charges for Services and Fines	3,984,479	3,698,400	4,343,600	4,422,100	-
Other Revenues	3,436,263	3,257,200	3,554,700	2,951,100	-
Total Other	7,420,742	6,955,600	7,898,300	7,373,200	-
Appropriated Fund Balance	-	12,964,300	-	19,640,900	-
Transfers from Other Funds	533,700	503,700	503,700	464,400	-
Grand Total for Appropriations	62,355,554	76,785,600	64,502,700	84,914,800	-

The following graph shows that property tax levies constitute the City's largest source of general revenue funds at 44.2%. In FY2025, the use of the Appropriated Fund Balance and Intergovernmental sources represent 23.1% and 21.8% of general fund revenues respectively.

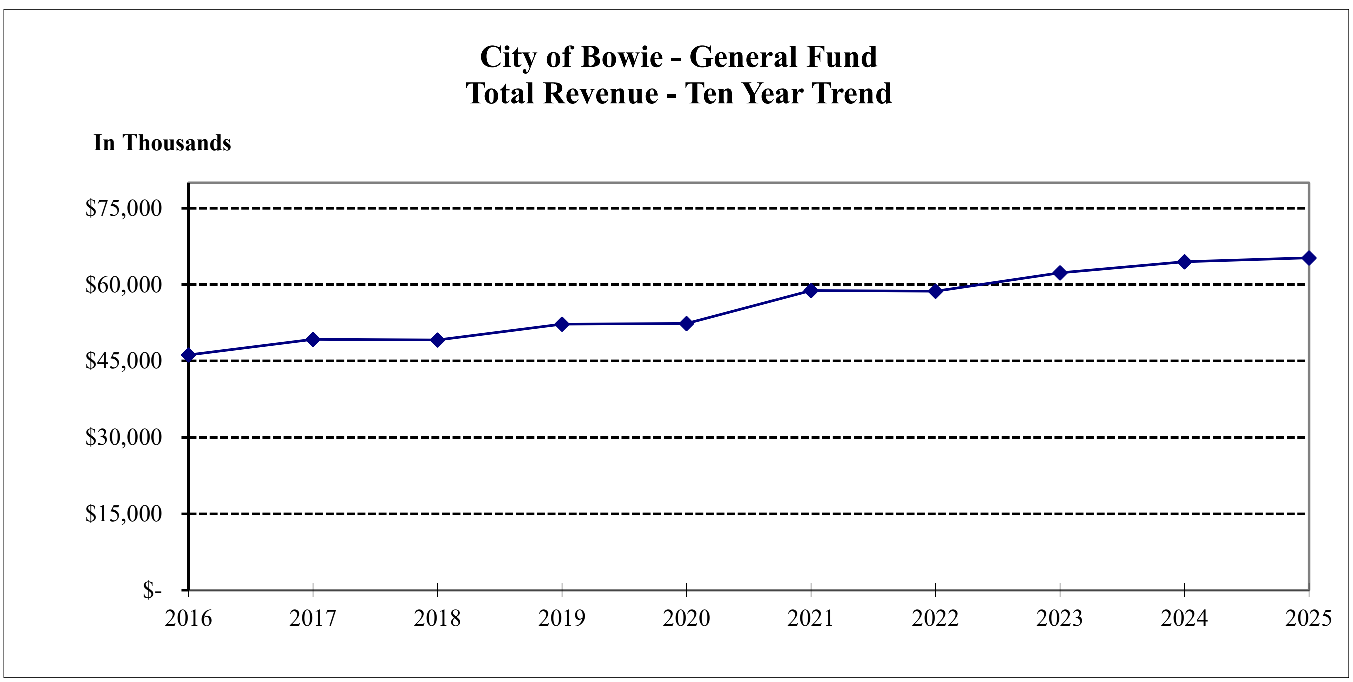


Total Revenue by Source - Ten Year Trend

The following table presents total General Fund revenue over a ten year period. Amounts are stated in thousands, and they exclude any appropriation of Fund Balance.

Fiscal Year	Total	General Property Tax	State Shared Revenues	Licenses and Permits	Revenue From Other Agencies	Service Charges and Miscellaneous	Fees and Fines	Transfers
2016	46,196	26,970	11,865	524	1,365	2,169	2,896	407
2017	49,251	28,142	14,009	439	1,041	2,365	2,818	437
2018	49,147	28,988	12,506	643	1,077	2,649	2,790	494
2019	52,236	30,082	13,993	744	1,106	3,105	2,699	507
2020	52,349	31,315	13,854	630	1,087	2,454	2,503	506
2021	58,841	32,901	15,080	858	5,374	1,519	2,593	516
2022	58,727	34,100	16,599	1,248	1,254	2,323	2,643	560
2023	62,356	35,279	16,304	1,439	1,276	4,764	2,760	534
2024	64,503	36,324	16,799	1,380	1,508	4,905	3,083	504
2025	65,274	37,443	17,063	1,335	1,506	4,310	3,153	464

The graph below shows the total revenue over the ten year period. There has been a steady increase in revenue over the years. Exception to the growth was in 2018 and 2022, where there was a marginal decrease.

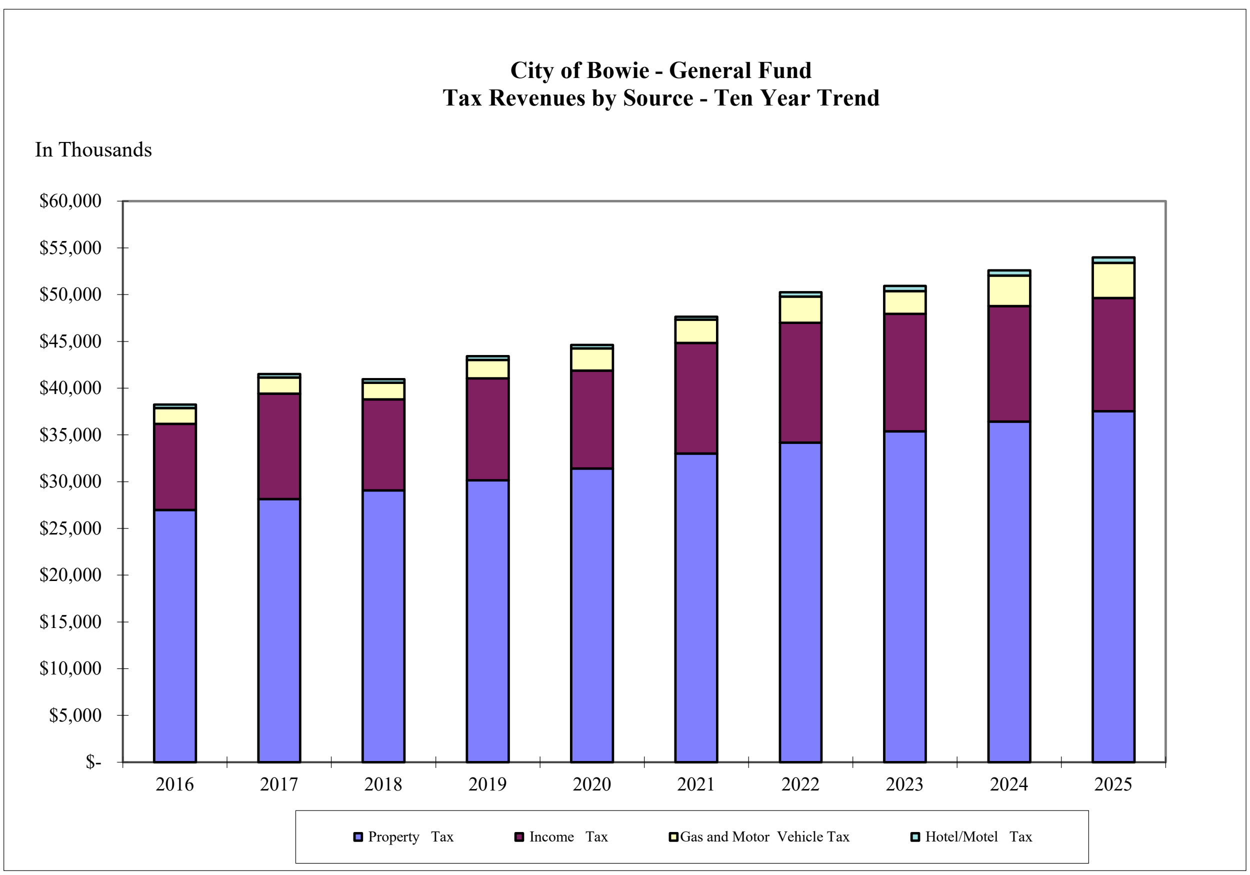


Tax Revenues by Source - Ten Year Trend

This chart displays tax revenue by source over the last ten years. Amounts are stated in thousands.

			State Shared Taxes					
Fiscal Year	Total	General Property Taxes	Income Tax	Admission and Amusement Taxes	Motor Vehicle Fuel Tax	Police Protection	Financial Corporation Tax	Hotel/Motel Tax
2016	39,214	26,970	9,201	479	1,694	490	1	379
2017	42,523	28,142	11,270	461	1,735	542	1	372
2018	41,934	29,058	9,747	403	1,790	565	1	370
2019	44,540	30,140	10,914	529	1,971	578	1	407
2020	45,623	31,419	10,445	435	2,394	579	1	350
2021	48,380	32,996	11,842	148	2,493	596	1	304
2022	51,264	34,191	12,789	425	2,813	572	1	473
2023	52,247	35,383	12,577	521	2,430	776	1	559
2024	53,772	36,414	12,353	407	3,262	776	1	559
2025	55,168	37,533	12,104	415	3,768	776	1	571

The following graph shows the trend of major tax revenues and the relative level from each source over the same ten year period.

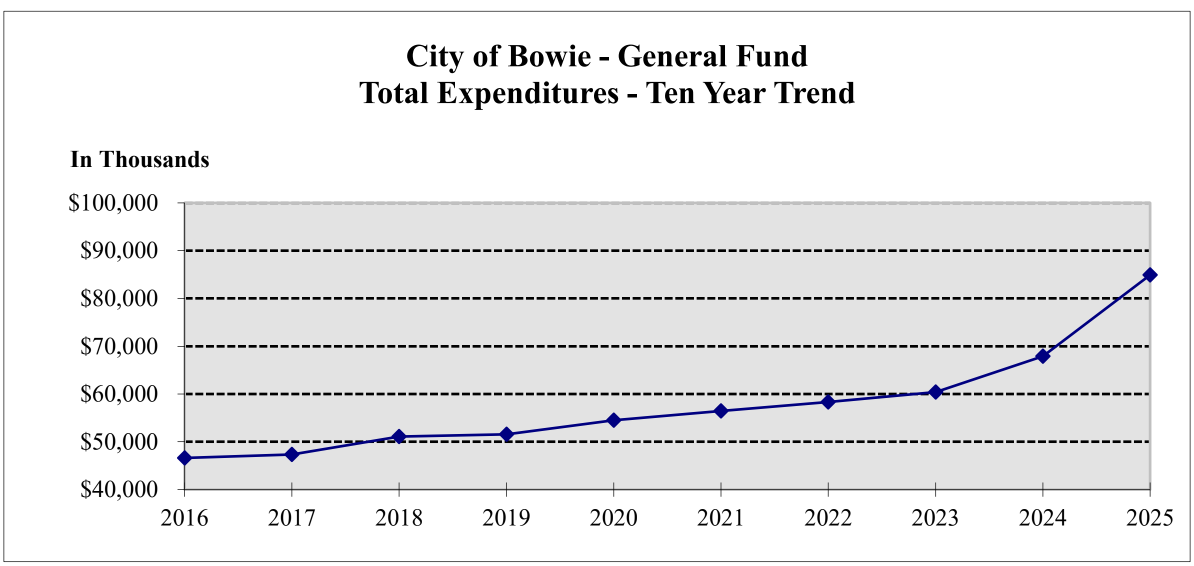


Expenditures by Function - Ten Year Trend

The following table presents total General Fund expenditures over a ten-year period. Amounts are stated in thousands. Economic Development expenditures are combined with General Government; Urban Development expenditures are combined in the Transfers, Nondepartmental and Other Column.

Fiscal Year	Total	General Government	Public Safety	Social Services	Public Works	Parks, Culture and Recreation	Transfers, Nondept., Other	Debt Service
2016	46,625	8,824	10,655	2,169	12,567	6,251	5,041	1,118
2017	47,332	8,553	11,846	2,226	13,027	6,591	3,987	1,102
2018	51,083	9,478	12,957	2,348	13,473	6,740	5,007	1,080
2019	51,542	10,252	13,316	2,398	14,017	6,858	3,643	1,058
2020	54,513	10,824	14,779	2,362	14,741	6,953	3,653	1,201
2021	56,471	11,634	14,144	1,942	14,590	6,478	5,353	2,330
2022	58,317	12,420	14,736	2,261	15,736	7,258	3,603	2,303
2023	60,389	12,952	14,872	2,392	16,632	7,386	3,621	2,534
2024	67,937	15,519	15,178	2,570	18,589	8,502	5,360	2,219
2025	84,915	17,827	18,637	3,030	22,972	9,473	9,861	3,115

The graph below shows the total trend over a ten-year period. The Proposed Fiscal Year 2025 budget shows an increase in expenditure of 11 percent compared to budgeted expenditure of Fiscal Year 2024. Major highlights of changes are transfers from General Fund to Capital Project Fund increased by 178 percent due to several high-cost capital projects planned for FY2025; transfer to Equipment Acquisition Replacement Fund decreased by 16 percent; Debt service expenditures increased by 40 percent; while Public Works and Public Safety expenditures increased by 10 and 5 percent respectively. All other functions increased marginally by 1%.

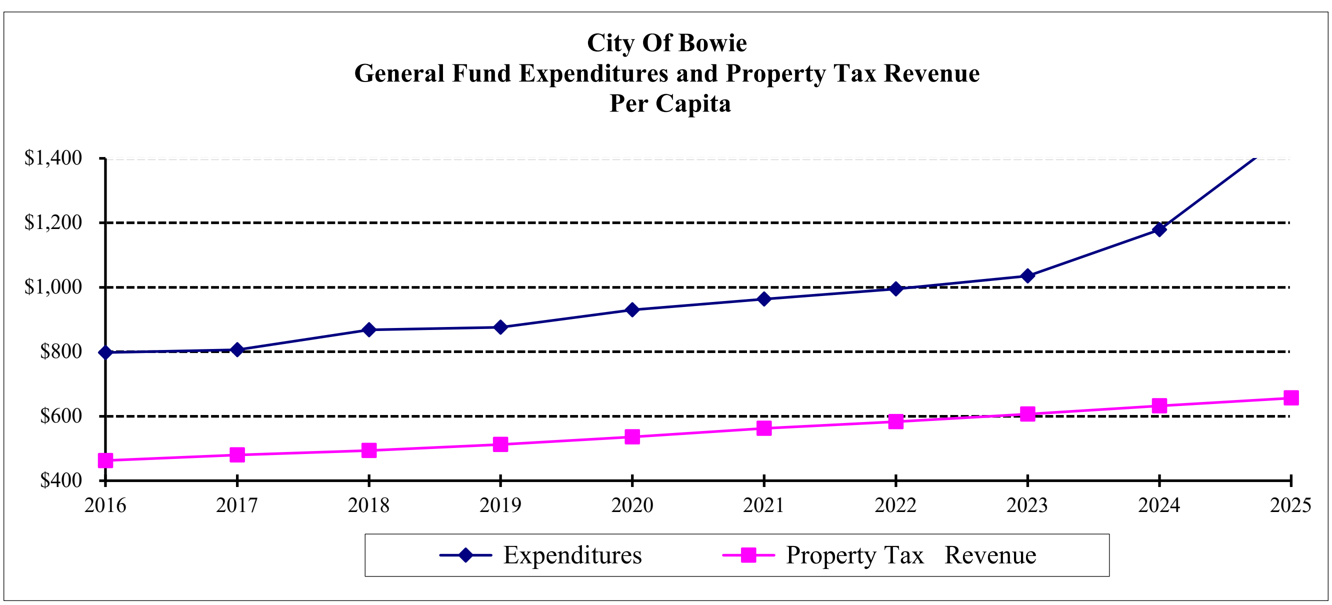


Per Capita Information - Ten Year Trend

This chart displays General Fund total expenditures and total property tax revenue on a per capita basis over the last ten years.

	Estimated	Expenditures		Revenue	
Fiscal	Population	General	Per	Property	Per
Year	July 1	Fund Total	Capita	Taxes	Capita
2016	58,455	46,625,021	797.62	27,040,434	462.59
2017	58,699	47,332,079	806.35	28,141,512	479.42
2018	58,859	51,083,559	867.90	29,058,310	493.69
2019	58,862	51,541,953	875.64	30,139,892	512.04
2020	58,643	54,512,857	929.57	31,419,377	535.77
2021	58,643	56,470,987	962.96	32,995,650	562.65
2022	58,643	58,317,015	994.44	34,191,451	583.04
2023	58,329	60,389,251	1,035.32	35,382,502	606.60
2024	57,644	67,936,900	1,178.56	36,413,900	631.70
2025	57,192	84,914,800	1,484.73	37,532,900	656.26

The following graph shows the trend lines for total General Fund expenditures and total property tax revenues over the same ten-year period. Property tax rates are unchanged from FY2011 to FY2025. Total property tax revenue for FY 2025 is only 0.2 percent higher than budgeted revenue of FY 2024. FY2025 expenditures are 11 percent higher than FY2024 budgeted expenditures. The increase in expenditures is mostly attributed to an 81 percent increase in transfer expenditures over the prior year budgeted expenditures. Transfers to Capital Project Fund increased by 178 percent and transfers to Equipment Acquisition Replacement Fund decreased by 16 percent. Debt Service expenditure increased by 40 percent compared to prior year budget.



Real Property Tax Rates – All Overlapping Governments

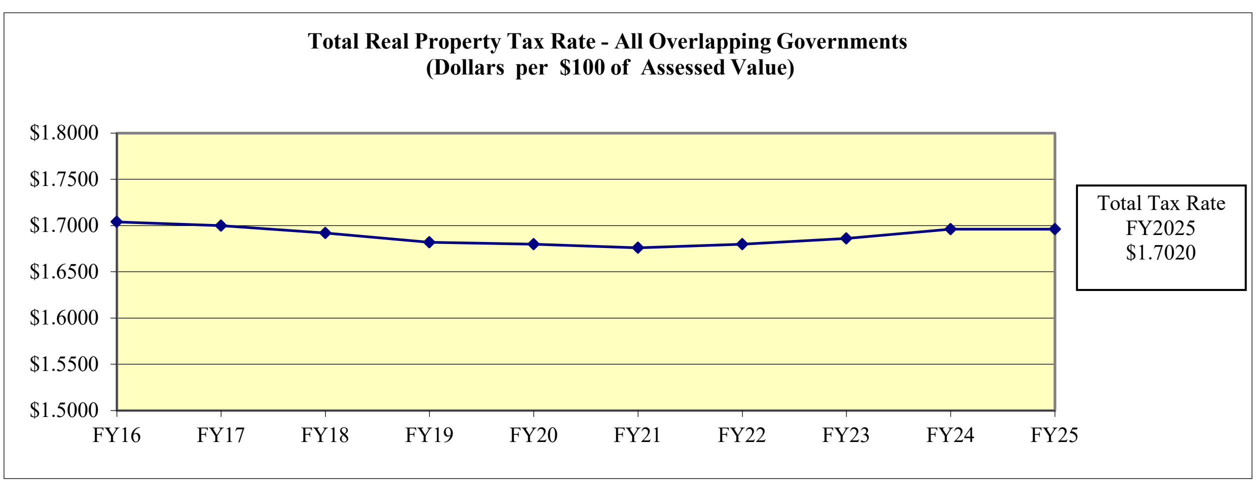
This chart displays the total real property tax rate paid by Bowie residents, including all overlapping government taxing authorities, over the last ten years.

		County						
Fiscal Year	City	Within Bowie	Memo Only [1]	State	Park and Planning	WSSC [2]	WSTC	Total Tax Rate
2016	0.4000	0.8720	*1.0000*	0.1120	0.2940	0.0000	0.0260	1.7040
2017	0.4000	0.8680	*1.0000*	0.1120	0.2940	0.0000	0.0260	1.7000
2018	0.4000	0.8600	*1.0000*	0.1120	0.2940	0.0000	0.0260	1.6920
2019	0.4000	0.8520	*1.0000*	0.1120	0.2940	0.0000	0.0260	1.6840
2020	0.4000	0.8480	*1.0000*	0.1120	0.2940	0.0000	0.0260	1.6800
2021	0.4000	0.8440	*1.0000*	0.1120	0.2940	0.0000	0.0260	1.6760
2022	0.4000	0.8480	*1.0000*	0.1120	0.2940	0.0000	0.0260	1.6800
2023	0.4000	0.8540	*1.0000*	0.1120	0.2940	0.0000	0.0260	1.6860
2024	0.4000	0.8640	*1.0000*	0.1120	0.2940	0.0000	0.0260	1.6960
2025	0.4000	0.8700	*1.0000*	0.1120	0.2940	0.0000	0.0260	1.7020

Notes: [1]The County tax rate within Bowie includes a tax differential reduction of $.130 in Fiscal Year 2025, to recognize services performed by the City rather than the County. The Memo Only column shows the County tax rate for unincorporated areas for comparison only, and is not included in the Total Tax Rate column.

[2]The WSSC tax is levied only for debt service on bonds issued prior to the City's assumption of costs of storm drainage within the City.

The following graph shows a trend line for the total tax rate over the same ten-year period.



GENERAL FUND
REVENUES

REVENUE DETAIL

Fund: #01
Fund: General

Real and Personal Property Taxes

ACCT#	SOURCE	ACTUAL 2022-2023	BUDGET 2023-2024	ESTIMATED 2023-2024	PROPOSED 2024-2025	ADOPTED 2024-2025
40005	Real Property	32,779,366	34,940,100.00	33,775,700	34,786,900	-
40010	MD Science & Tech. Center Stormwater (Melford)	167,351	139,700	139,700	182,600	-
40015	Bowie Town Center (Centennial Park)	22,249	48,600	48,600	60,100	-
40030	Highbridge Stormwater	1,092	1,300	1,300	1,300	-
40035	Gateway Stormwater	36,682	41,300	41,300	48,300	-
40040	Pin Oak Stormwater	6,836	7,000	7,000	7,100	-
40045	Elder Oaks Stormwater	5,369	4,700	4,800	5,000	-
40060	Collington Plaza Stormwater	7,723	8,000	8,000	8,300	-
40105	Personal Property - Unincorporated Businesses	20,466	25,800	26,000	26,500	-
40110	Personal Property - Incorporated Businesses	1,648,980	1,653,800	1,698,900	1,732,800	-
40115	Property of Railroads and Public Utilities	582,918	495,400	572,600	584,000	-
40065	Interest and Penalties Deliquent Taxes	103,470	90,000	90,000	90,000	-
	Total	35,382,502	37,455,700	36,413,900	37,532,900	-

Real Property - Taxes levied and becoming due during the fiscal year, determined by applying the adopted tax rate to the assessed value of all real estate within the City, including land, buildings, structures and improvements. The budget amount is based on an estimate of assessed value provided by the State Department of Assessments and Taxation. Fiscal Year 2025 is the Second year of the triennial assessment cycle. Assessments are projected to decrease by 0.4% in FY2025.

The Homestead Tax Credit acts as a cap limiting municipal taxable assessment increases from one year to the next. The current Homestead Tax Credit is 5 percent.

Assessed values and tax rates are as follows:

	ACTUAL 2022-2023	BUDGET 2023-2024	ESTIMATED 2023-2024	PROPOSED 2024-2025	ADOPTED 2024-2025
Assessed Valuation	8,194,841,500	8,735,025,000	8,443,925,000	8,696,725,000	-
Tax Rate per $100 of Assessed Value:					
Proposed	-	-	-	$0.400	
Adopted	$0.400	$0.400	$0.400		-
Tax Yield	32,779,366	34,940,100	33,775,700	34,786,900	-

FY2025 reflects an estimated 0.4% decrease in taxable assessment values, which includes existing residential and commercial properties and an allowance for new construction.

Real Property - Special Tax Districts - Ad valorem taxes levied in addition to the regular city-wide real property tax, in districts which have been established for the purpose of funding stormwater management or rideshare/bus systems. No taxes have been levied for the ridershare/ bus system districts after FY1995, when the City's rideshare program was discontinued.

REVENUE DETAIL

Fund: #01
Fund: General

The districts are as follows:

District 1 - Stormwater Management, Maryland Science and Technology Center (Melford)
District 2 - Stormwater Management, Bowie Town Center (Centennial Park)
District 3 - Ridesharing/Bus Systems, Maryland Science and Technology Center (Melford)
District 4 - Ridesharing/Bus Systems, Bowie Town Center
District 5 - Stormwater Management, Highbridge
District 6 - Stormwater Management, Gateway Center
District 7 - Stormwater Management, Pin Oak Plaza
District 8 - Stormwater Management, Elder Oaks Apartments
District 9 - Ridesharing/Bus Systems, Pin Oak Village
District 10 - Ridesharing/Bus Systems, Jenkins
District 11 - Stormwater Management, Collington Plaza

	ACTUAL 2022-2023	BUDGET 2023-2024	ESTIMATED 2023-2024	PROPOSED 2024-2025	ADOPTED 2024-2025
STD #1 - Stormwater Management - MSTC (Melford)					
Assessed Valuations	174,324,000	186,246,400	186,246,400	200,519,100	-
Tax Rate	$0.096	$0.075	$0.075	$0.091	-
Tax Yield	167,351	139,700	139,700	182,600	-
STD #2 - Stormwater Management - BTC (Centennial Park)					
Assessed Valuations	278,112,500	285,840,000	285,840,000	300,407,100	-
Tax Rate	$0.008	$0.017	$0.017	$0.020	-
Tax Yield	22,249	48,600	48,600	60,100	-
STD #5 - Stormwater Management - Highbridge					
Assessed Valuations	15,600,000	16,101,600	16,101,600	18,091,400	-
Tax Rate	$0.007	$0.008	$0.008	$0.007	-
Tax Yield	1,092	1,300	1,300	1,300	-
STD #6 - Stormwater Management - Gateway					
Assessed Valuations	146,728,000	152,853,700	152,853,700	155,886,900	-
Tax Rate	$0.025	$0.027	$0.027	$0.031	-
Tax Yield	36,682	41,300	41,300	48,300	-
STD #7 - Stormwater Management - Pin Oak					
Assessed Valuations	17,528,200	18,438,200	18,438,200	19,176,800	-
Tax Rate	$0.039	$0.038	$0.038	$0.037	-
Tax Yield	6,836	7,000	7,000	7,100	-
STD #8 - Stormwater Management - Elder Oaks					
Assessed Valuations	67,112,500	67,114,200	68,542,200	71,890,200	-
Tax Rate	$0.008	$0.007	$0.007	$0.007	-
Tax Yield	5,369	4,700	4,800	5,000	-
STD #11 - Stormwater Management - Collington					
Assessed Valuations	29,703,800	29,702,900	29,702,900	29,781,100	-
Tax Rate	$0.026	$0.027	$0.027	$0.028	-
Tax Yield	7,723	8,000	8,000	8,300	-

REVENUE DETAIL

Fund: #01
Fund: General

Personal Property - Determined by applying the propsed tax rate to assessed value of inventory, furnishings and fixtures on all businesses located within the City. Assessed value is determined by the State from annual reports filed by each business entity. The FY2025 estimate assumes a 1.5% increase in taxable values of all other existing businesses in the City. The personal property tax rate is 2.5 times the real property tax rate.

	ACTUAL 2022-2023	BUDGET 2023-2024	ESTIMATED 2023-2024	PROPOSED 2024-2025	ADOPTED 2024-2025
Assessed Valuations:					
Personal Property-Unincorporated	2,046,600	2,580,000	2,600,000	2,650,000	-
Personal Property-Incorporated	164,898,000	165,380,000	169,890,000	173,280,000	-
Railroads and Public Utilities	58,291,800	49,540,000	57,260,000	58,400,000	-
Total	225,236,400	217,500,000	229,750,000	234,330,000	-
Tax Rate per $100 of assessed value:					
Proposed	-	-	-	$1.00	-
Adopted	$1.00	$1.00	$1.00	-	-
Tax yield:					
Personal Property-Unincorporated	20,466	25,800	26,000	26,500	-
Personal Property-Incorporated	1,648,980	1,653,800	1,698,900	1,732,800	-
Railroads and Public Utilities	582,918	495,400	572,600	584,000	-
Total	2,252,364	2,175,000	2,297,500	2,343,300	-

Interest and Penalties on Taxes - 2/3 of 1% per month interest and 1% per month penalty is collected on all taxes not paid by due date.

Business Taxes

ACCT#	SOURCE	ACTUAL 2022-2023	BUDGET 2023-2024	ESTIMATED 2023-2024	PROPOSED 2024-2025	ADOPTED 2024-2025
43220	Hotel/Motel Tax	558,629	511,400	559,400	570,600	-
	Total	558,629	511,400	559,400	570,600	-

Hotel/Motel Tax - This amount is an allocation of the County-imposed Hotel tax, rather than an additional municipal tax to the business owner. The FY2025 budget assumes an 11.6% increase from the adopted FY2024 budget.

Licenses and Permits

ACCT#	SOURCE	ACTUAL 2022-2023	BUDGET 2023-2024	ESTIMATED 2023-2024	PROPOSED 2024-2025	ADOPTED 2024-2025
42005	Building Permits	454,358	409,800	341,600	348,400	-
42015	Street/Storm Drain Permits	625,431	353,500	668,900	625,000	-
42020	Traders/Peddlers Permits	81,870	52,600	67,900	64,200	-
44010	Variance Review Fees	230	3,000	2,000	2,000	-
44105	Protective Inspection Licensing Fees	277,176	300,000	300,000	295,000	-
	Total	1,439,065	1,118,900	1,380,400	1,334,600	-

Building Permits - Revenues from permits issued for building construction and renovation within the corporate limits. These revenues are non-recurring proceeds which will vary significantly, contingent upon the building industry. The budget amount is based on an assumption of $99.5 million in permitted constructions costs, at the City permit fee of $3.50 per $1,000.

REVENUE DETAIL

Fund: #01
Fund: General

Street and Storm Drainage Permits - Revenues from permits for street and storm drainage construction by developers. The budget estimate is based on an assumption of $5,208,000 in permitted construction costs, at the City permit rate of 12% of estimated construction cost.

Traders and Peddlers Permits - Receipts from licenses, the amount of which is determined by the State and issued and collected through the Clerk of the Court. Ninety-two percent (92%) of the license fee is paid to the municipality in which the business is located.

Variance Review Fees - Fees charged to process requests for variances from building and development standards.

Protective Inspection and Licensing Fees - Licensing and Inspection fees from rental property. Proposed 2024-2025 reflect a 1.7% decrease from the FY2023-2024 budget.

Federal Grants

ACCT#	SOURCE		ACTUAL 2022-2023	BUDGET 2023-2024	ESTIMATED 2023-2024	PROPOSED 2024-2025	ADOPTED 2024-2025
43005	Community Development		163,590	384,300	449,300	390,800	-
43015	Federal Grant Projects		13,300	10,000	21,000	21,000	-
		Total	176,890	394,300	470,300	411,800	-

Community Development - Community Development Block Grant funds to provide financial assistance for home repairs to income qualified seniors.

Federal Emergency Management Agency - Federal grant administered by State of Maryland for cities burdened by severe weather conditions.

Federal Grant Projects - Federal grant issued by the State of Maryland to assist in providing proper body armor to sworn personnel.

State Grants

ACCT#	SOURCE		ACTUAL 2022-2023	BUDGET 2023-2024	ESTIMATED 2023-2024	PROPOSED 2024-2025	ADOPTED 2024-2025
43105	State Grant		434	1,000	1,000	1,000	-
43155	Youth Services		128,005	95,100	107,300	107,300	-
		Total	128,439	96,100	108,300	108,300	-

State Grant - A state funded program to support electronics recycling.

Youth Program - State grant administered by Prince George's County for continuation of Bowie Youth Services Bureau for parents and youth. The Department of Juvenile Justice allocates specific amounts to various programs which must be matched by at least 25% local funds.

REVENUE DETAIL

Fund: #01
Fund: General

State Shared Revenue

ACCT#	SOURCE	ACTUAL 2022-2023	BUDGET 2023-2024	ESTIMATED 2023-2024	PROPOSED 2024-2025	ADOPTED 2024-2025
40205	Income Taxes	12,576,706	11,905,900	12,352,800	12,103,700	-
40305	Admission and Amusement Taxes	520,678	557,000	407,200	415,300	-
43130	Motor Vehicle Fuel Tax	2,429,804	3,231,300	3,262,000	3,767,700	-
43135	Police Protection	775,813	775,800	775,800	775,800	-
43210	Financial Corporation Tax	807	800	800	800	-
	Total	16,303,808	16,470,800	16,798,600	17,063,300	-

Income Tax - The State Comptroller distributes an amount that equals the greater of (a) 8.5% of the State income tax liability of Bowie residents; (b) 17% of the county income tax liability of Bowie residents; or (c) 0.37% of the Maryland taxable income of Bowie residents. The FY2025 budget assumes a 1.66% increase from the adopted FY2024 budget.

Admission and Amusement Tax - Tax on revenues derived from entertainment and amusement activities such as motion pictures, coin operated amusements and athletic facilities within municipal boundaries, collected by the State Comptroller and remitted to the muncipality within twenty days after the end of each calendar quarter, deducting only the cost of administration and collection. The City rate is 10% as permitted by law.

Motor Fuel and Vehicle Registration Tax (Highway User Revenues) - A portion of revenue from the State Transportation Fund is distributed to the Counties and Municipalities. The County receives one-half in the same ratio that road mileage bears to the total road mileage in the State, and one half in the same ratio that the number of vehicles in the county bears to the total number of vehicle registrations in the State. The City then receives an allocation based one-half on the ratio which the total mileage of the roads within the municipality bears to the total mileage of County roads in the County and one-half on the ratio that the total number of vehicles egistered to owners in the municipality bears to the total vehicles to owners in the County. This revenue must be expended solely for the construction, reconstruction or maintenance of roads or streets.

Police Protection - The State allocates funds directly to municipalities at a rate of $2.50 per capita. Municipal governments receive an additional $1,950 per full-time sworn police officer based on the number of police officers employed in the immediately preceding fiscal year. The remaining portion of the grant is divided between the County and its municipalities on the basis of relative police expenditures for the immediately preceding fiscal year.

Financial Corporation Tax - Received from the County in lieu of taxes on financial corporations.

Grants from Other Local Units

ACCT#	SOURCE	ACTUAL 2022-2023	BUDGET 2023-2024	ESTIMATED 2023-2024	PROPOSED 2024-2025	ADOPTED 2024-2025
43205	County Grant	146,903	50,000	105,000	150,000	-
43230	Rebate Landfill Fees - PGC	149,876	149,800	149,800	149,800	-
43315	M-NCPPC Allen Pond Costs	115,000	115,000	115,000	115,000	-
	Total	411,779	314,800	369,800	414,800	-

County Grant - Prince George's County - Youth Services - Funds from Prince George's County Government in the amount of $150,000 for Youth Services.

Rebate Landfill Fees - Prince George's County - Rebates to municipalities that use County landfill sites, calculated on the basis of population and landfill tonnage.

M-NCPPC Share of Allen Pond Operating Costs - Maximum amount contributed to offset operating expenses of the facility.

REVENUE DETAIL

Fund: #01
Fund: General

Charges for Services

ACCT#	SOURCE	ACTUAL 2022-2023	BUDGET 2023-2024	ESTIMATED 2023-2024	PROPOSED 2024-2025	ADOPTED 2024-2025
44005	Councilperson's Filing Fees	175	400	300	-	-
44020	Police Services Fees	20,704	14,900	21,000	21,000	-
44305	Park Concession and Fees	57,926	60,000	52,300	55,600	-
44306	Athletic Fields Fees	131,621	130,000	130,000	130,000	-
44316	Gymnasium Membership	21,040	25,000	25,000	25,000	-
44317	Gymnasium Room Rentals	2,975	2,000	11,400	11,400	-
44318	Gymnasium Court Rentals	162,674	200,000	160,000	160,000	-
44319	Gymnasium Concessions	28,751	20,000	21,600	22,000	-
44321	Gymnasium Drop-Ins	25,575	20,000	25,000	25,000	-
44325	Seniors Fitness Room Fees	4,012	3,800	6,500	6,500	-
45011	Abatement Fees	3,700	3,000	3,700	3,700	-
44335	Ice Arena Regular Admissions	79,144	56,000	80,000	80,000	-
44340	Ice Arena Discount Admissions	4,128	4,200	4,500	4,500	-
44345	Ice Arena Ice Rentals	578,576	570,000	570,000	575,000	-
44350	Ice Arena Skate Rentals	25,167	24,400	25,000	25,000	-
44355	Ice Arena Class Fees	166,200	160,000	200,000	200,000	-
44360	Ice Arena Concessions	13,932	11,000	11,000	11,000	-
44365	Ice Arena Other Revenues	(34)	100	100	100	-
44370	Ice Arena Dry Floor Rental	1,200	1,200	2,700	3,000	-
	Total	1,327,466	1,306,000	1,350,100	1,358,800	-

Councilperson's Filing Fees - Filing fees for election candidates.

Police Services Fees - Estimated amount of fees for police reports and vehicle release charges.

Park Concessions and Fees - Revenues collected at City parks. Picnic permits, boat rental and vending machine commissions are typical of this type of revenue.

Athletic Fields Fees **-** Estimated amount for use of ball fields.

Gymnasium Use Fees - Estimated amount of all fees for use of the City-owned indoor recreation Gymnasium.

Seniors Fitness Fees - Estimated amount of fees for nonresident use of the fitness equipment at Bowie Senior Center.

Abatement Fees - The fee will be applicable when a code compliance officer enforces a court ordered abatement or public nuisance violation.

Ice Arena Admissions and Fees - Consists of admissions and rental fees collected at the City-owned Ice Arena. Estimates are based on expected usage levels and existing fee schedules.

Fund: #01
Fund: General

Fees and Fines

ACCT#	SOURCE	ACTUAL 2022-2023	BUDGET 2023-2024	ESTIMATED 2023-2024	PROPOSED 2024-2025	ADOPTED 2024-2025
42010	CATV Franchise Fee	1,663,363	1,701,900	1,596,900	1,600,000	-
45005	Animal Control Fines	3,314	2,000	3,300	3,300	-
45010	Municipal Infractions	67,636	40,000	60,000	60,000	-
45015	Traffic Infractions	922,700	648,500	1,333,300	1,400,000	-
	Total	2,657,013	2,392,400	2,993,500	3,063,300	-

CATV Franchise Fee - The amount to be received under the franchise agreement, which provides a base amount of 5% of the two cable providers' estimated $20 million in annual subscription revenue, plus an additional 3% to be used for City purchases of capital equipment for cable access and for an institutional fiber network.

Animal Control Fines - Fines collected for violations of Animal Control Ordinance.

Municipal Infractions - Fines collected for violations of City Codes.

Traffic Infractions - Fines collected from the Speed Camera Program.

Other Revenues

ACCT#	SOURCE	ACTUAL 2022-2023	BUDGET 2023-2024	ESTIMATED 2023-2024	PROPOSED 2024-2025	ADOPTED 2024-2025
46105	Interest Income	1,689,436	2,331,700	2,320,700	1,773,000	-
44390	Rental-Whitemarsh Park	-	50,100	50,100	50,800	-
44380	Rental-Bowie Playhouse	52,615	51,700	60,000	73,000	-
46210	Rental-Kenhill Center	109,693	149,700	200,100	199,100	-
46205	Rental-Bowie Commons	18,984	22,000	22,100	22,100	-
46215	Rental-Other Property	2,369	2,400	2,400	2,400	-
44375	Rental-Belair Mansion	625	-	3,000	3,000	-
46425	Rental-Cell Tower Leases	-	241,300	249,200	256,600	-
44310	Cultural and Special Events	23,933	7,000	23,000	23,000	-
46405	Claims & Reimbursements	286,511	200,000	370,000	300,000	-
44320	Museum Shops	3,410	4,000	4,000	4,000	-
46115	Lease Revenue	331,233	-	-	-	-
46420	Miscellaneous Revenues	41,050	60,000	110,000	110,000	-
46430	Sales of Recyclables	9,983	15,000	15,000	15,000	-
46431	Cash/Lease Clearing Account	766,275	-	-	-	
46305	Donations	2,050	1,000	4,000	2,000	-
46310	Donations-Friends of Belair	-	1,000	2,000	2,000	-
46315	Donations-Scholarship Fund	1,270	200	-	-	-
46320	Donations-Seniors Program	81,105	110,000	105,000	105,000	-
46330	Donations-Police Department	9,100	9,100	9,100	9,100	-
49050	Sale of Capital Assets	6,621	1,000	5,000	1,000	-
	Total	3,436,263	3,257,200	3,554,700	2,951,100	-

Interest Earned on Investments - Income from investing temporarily idle funds.

Rental-Whitemarsh Park - This is the annual amount to be received from leased facilities at Whitemarsh Park.

Rental-Bowie Playhouse - Revenues from rental of this facility.

Rental-Kenhill Center - Revenues from rental of office space in Kenhill Center.

Rental-Bowie Commons - Annual income from rental of Senior Citizen's housing complex land.

Rental-Other Property - Revenues from rental of other City properties.

REVENUE DETAIL

Fund: #01
Fund: General

Rental-Belair Mansion - Revenues from rental of this facility.

Rental-Cell Tower Leases - Revenue from rental of cell tower on the Jericho Park property, Black Sox Park, Allen Pond Park, and Public Works property.

Cultural and Special Events - Revenue received from activities such as Bowiefest and International Festival.

Claims and Reimbursements - Reimbursement for items such as insurance claims, damages to light poles and traffic signs and posts, the costs for which are charged to budget appropriations.

Museum Shops - Revenue from the sale of items at Museum Shops.

Miscellaneous and Unclassified - Revenues from any source not elsewhere classified. This type of revenue would include such items as charges for copying, bus shelter advertising and any other items for which separate accountability is not practical.

Sale of Recyclables - Revenues from the sale of recyclable materials consisting of newspapers, magazines, glass, white metal, steel cans, and aluminum.

Donations - Donations received in support of miscellaneous City programs.

Donations-Friends of Belair - Donations from the Friends of Belair Estate to be used in support of Belair Mansion.

Donations-Seniors Program - Donations made by participants of the transportation program and by the Bowie Senior Advisory Board.

Donations-Police Department - Donations made by individuals or businesses in support of the Police Department.

Appropriated Fund Balance

ACCT#	SOURCE	ACTUAL 2022-2023	BUDGET 2023-2024	ESTIMATED 2023-2024	PROPOSED 2024-2025	ADOPTED 2024-2025
48005	Appropriated Fund Balance	-	12,964,300	-	19,640,900	-
	Total	-	12,964,300	-	19,640,900	-

Appropriated Fund Balance - Amount available for appropriation which is the difference between actual collections and expenditures for the year just ended less any required reserves. May also include any fund balance carried over from prior years which has not been appropriated.

Transfers and Other Financing Sources

ACCT#	SOURCE	ACTUAL 2022-2023	BUDGET 2023-2024	ESTIMATED 2023-2024	PROPOSED 2024-2025	ADOPTED 2024-2025
	Transfers from Other Funds					
49020	Central Support Services - Water and Sewer Fund	533,700	503,700	503,700	464,400	-
		533,700	503,700	503,700	464,400	-

Central Support Services - Executive, administrative, legal, information technology and other overhead-type central support services. The transfer-in serves to reimburse the General Fund and charge the expenditure for these functions to the proper fund.

Total General Fund Revenue Summary

SOURCE	ACTUAL 2022-2023	BUDGET 2023-2024	ESTIMATED 2023-2024	PROPOSED 2024-2025	ADOPTED 2024-2025
Revenues and Other Financing Sources	61,821,854	63,317,600	63,999,000	64,809,500	-
Appropriated Fund Balance-General Revenues	-	12,964,300	-	19,640,900	-
Transfer from Enterprise Fund	533,700	503,700	503,700	464,400	-
Total	62,355,554	76,785,600	64,502,700	84,914,800	-

Fund: #01
Fund: General

The following rental and user fees become effective July 1, 2024, unless indicated otherwise. The Resident rate applies to an individual who resides within the corporate limits of the City of Bowie. The Resident rate applies to a business when the street address of the business is within the corporate limits of the City of Bowie. Please note the 60% residency requirement for non-profit groups requesting the Resident rate for the Gymnasium, athletic fields and Ice Arena.

****A custodial fee of $60 per hour may be charged for all facility rentals including the Ice Arena room and locker room rental Picnic Areas and pavilions, BelAir Mansion, gym court rentals, playhouse rentals etc.****

Other special requirements may apply as listed.

CITY RENTAL AND USER FEES	Resident	Nonresident
Kenhill Center - Room Rental Fees during staffed hours		
Meeting Rooms		
Rental fees - Nonprofit	No Charge	$25 per hour
Rental fees - Commercial - 2 hour Minimum	$25 per hour	$50 per hour
Security Deposit - Nonprofit	$100	$100
Security Deposit - Commercial	$100	$100
Custodial fee, as necessary	$60 per hour	$60 per hour
City Hall - Staffed Hours		
Rental fees - Nonprofit	No Charge	$25 per hour
Rental fees - Commercial - 2 hour Minimum	$25 per hour	$50 per hour
Security Deposit - Nonprofit	$100	$100
Security Deposit - Commercial	$100	$100
Custodial fee, as necessary	$60 per hour	$60 per hour
Kenhill Center - Room Rental Fees during non-staffed hours		
Multipurpose Room / Court Rental	$26 per hour	$63 per hour
Rental fees - Nonprofit	$50 per hour	$100 per hour
Rental fees - Commercial - 3 hour Minimum	$100 per hour	$200 per hour
Security Deposit - Nonprofit	$100	$100
Security Deposit - Commercial	$100	$100
Custodial fee, as necessary	$60 per hour	$60 per hour
City Hall - Room Rental Fees during non-staffed hours		
Rental fees - Nonprofit - 3 hour Minimum	$50 per hour	$100 per hour
Rental fees - Commercial - 3 hour Minimum	$100 per hour	200 per hour
Security Deposit - Nonprofit	$100	$100
Security Deposit - Commercial	$100	$100
Custodial fee, as necessary	$60 per hour	$60 per hour
Kenhill Center - Leased offices		
Nonprofit	$11.06 per sq ft	$13.82 per sq ft
For Profit organizations	$16.55 per sq ft	$16.55 per sq ft

Belair Mansion Rental

Rental Time	Fee
Weekday, Monday through Friday 9am to 5pm (Minimum 3 hours)	$135 per hour
Weeknight, Monday through Thursday 5pm to 11pm (minimum 3 hours)	$135 per hour
Weekend, Friday evening to Sunday evening (minimum 6 hours)	
Resident	$1,400*
Nonresident	$1,700*

*Additional hours available at $250 per hour for residents and $300 per hour for nonresidents.

Staff Guided Tours

1-10 People	$50
11-25 People	$100
26-40 People	$150
41-75 People	$200

NOTE: For all rentals, a refundable security deposit of $500 is required 30 days in advance
The maximum number of guest is 75

Fund: #01
Fund: General

Studio User Fee

Annual Fee (residents only)	$100

Note: This fee is collected by the Bowie Community Media Corporation (BCMC) and is considered part of the compensation that BCMC receives from the City of Bowie to operate the Bowie public access channel.

NOTE: For all rentals, a refundable security deposit of $500 is required 30 days in advance. The maximum number of guests is 75.

Bowie Playhouse Rental Fee

Groups In Residence	$75 per hour
Resident Nonprofit	$110 per hour
Nonresident Noprofit	$160 per hour
Resident Business	$175 per hour
Nonresident Business	$200 per hour
Security Deposit (All groups)	$500
Late payment fee (10 days after due date)	$25 per day
City Event Seat/Ticket Fee	As appropriate

Bowie Senior Center

	Resident	Nonresident
Fitness Center	No charge	$125 per year
Fitness Center Orientation	$5	$6
Bus Transportation - per ride	$1.00	N/A
Round trip	$2.00	N/A
Replacement ID Card	$5	$5

Meeting Room Fees- (Senior Center Room Rentals only available on evenings & Saturdays during operational hours)

	Resident	Nonresident
Rental Fee- Non Profit	No Charge	$25 per hour
Rental Fee- Commercial- 2 hour Minimum	$25 per hour	$50 per hour
Security Deposit- Non- Profit	$100	$100
Security Deposit- Commercial	$100	$100
Custodial Fee, as necessary	$60 per hour	

Bowie Gymnasium Fees

	Resident	Nonresident
Nonprofit Athletic Organizations		
Hourly Rate	$26 per hour	$63 per hour
Prime Time Surcharges		
Weekdays 6pm -8pm (September-May)	$5 Per Hour	$10 Per Hour
Saturdays 10am - 6pm (November- March)	$5 Per Hour	$10 Per Hour
Athletic Special Event		
Half Gym Two Quads	$160 per hour	$210 per hour
Full Gym Four Quads	$260 per hour	$315 per hour
Prime Time Surcharges		
Weekdays 6pm -8pm (September-May)	$5 Per Hour	$10 Per Hour
Saturdays 10am - 6pm (November- March)	$5 Per Hour	$10 Per Hour

Special Event Security Fee (Exclusive Use Groups Only as Needed)	$81 per hour
Late payment fee (per rented court hour - Net 30 days)	$10

NOTE: Organizations must be certified to consist of a minimum of 60% residents to receive resident rates.

***On designated City holidays, a facility surcharge will be assessed based on staffing requirements as determined by Gymnasium management.**

Priority for use:

1. Resident Nonprofit
2. Resident Nonprofit special event
3. Resident
4. Nonresident Nonprofit
5. Nonresident Nonprofit special event
6. Nonresident

Fund: #01
Fund: General

Bowie Gymnasium Fees (continued)

Annual Membership Fees	**Youth**	**Adult**	**Seniors**
	Age 6 to 17	Age 18 to Adult	55 and over
Residents Only (membership)	$35	$65	No charge
Guest passes (per admission)	$10	$10	$10
Replacement Card (each)	$10	$10	$10

Recreation Activities Reduced Fee Program (50% Discount for Youth and Adult Programs)

NOTE: Residents must reside within the corporate limits of the City of Bowie. Guest passes are available for purchase only by resident members. Guests must be accompanied by resident member with pass.

Rates for Youth, Adult or Seniors Drop In Sports and Activities Programs (Programmed during underutilized times). Rates are per session (Pickleball, Volleyball, Homeschooling sessions,etc.)

	Resident	**Nonresident**
Adult/Seniors - with membership	No Charge	NA
Adult/Seniors - without membership	$10 Per Session	$ 15 Per Session
Youth - with membership	No Charge	NA
Youth - without membership	$5 Per Session	$ 10 Per Session

Other Gymnasium Fees

Summer Day Camp, per week	**Resident**	**Nonresident**
Youth (Ages 8-14)		
Monday through Friday (9am-4pm)	$225 per person	$275 per person
Recreation Activities Reduced Fee Program (50% Discount)		

Meeting Room Fees	**Resident**	**Nonresident**
Nonprofit	No charge	$25 per hour
Nonprofit Security Deposit	$100	$100
Custodial Fee, as necessary	$60 per hour	$60 per hour

Non-Refundable Camp Deposit	
Two Quads	25% of Total Invoice
Four Quads	25% of Total Invoice

Special Events	
Tournaments, etc.	25% due at time agreement is signed
Banner Advertisement (Annual Contract)	$1,000

Boat Rental Fees

Season of Operation: First weekend in May - First weekend in October
Hours of Operation: Open Saturday and Sunday, 1:00 p.m. - 7:30 p.m. or dusk
Open on Memorial Day, 4th of July and Labor Day

Paddleboat - Per Half-Hour	$12
Premium Character Paddleboat - Per Half-Hour	$18

NOTE: Adult must be present if youth is boating.

Ball Field Permit Fees

Synthetic Turf Fields (Murtagh 1 & Whitemarsh Field)

	Resident		**Nonresident**
Youth, Nonprofit - Hourly	$17		$135
Open Rentals - Weekend, Hourly		$220	

Grass Fields

Adult League Fees	
Adult Team per Season (Fee per Team participating in League)	$275
Alcohol Permit (Adult Leagues Only - Fee Per Team Playing)	$125
Daytime senior league per team	No charge

Youth Team Fees	**Resident**	**Nonresident**
Team (per Season)	No charge	$270

Tournament/Clinic Daily Field Fees	**Resident**	**Nonresident**
Youth, Nonprofit	$250 per day	$500 per day

Nonspecified/Open Rental	$1,000 per day
Security Deposit (Open Rental)	$1,000
Custodial fee (per park)	$315 per day
Security fee (large events as needed)	$81 per hour

Weekend Tournament Infield Maintenance (3+ fields per park; not available for individual fields)

Softball/Baseball	
Includes dragging infields one time in morning	$175 per field

City Park Permit Fees

Allen Pond Park	**Resident**	**Nonresident**
Pavilions (East & West) - Permit Fees	$150	$350
Pavilions (East & West) - Security Deposit	$150	$350
Group Areas 3, 4, 7 - Permit Fees	$100	$250
Group Areas 3, 4, 7 - Security Deposit	$100	$250
Group Areas 5, 6, 8 - Permit Fees	$75	$200
Group Areas 5, 6, 8 - Security Deposit	$75	$200
Electricity	No charge	

Whitemarsh Park	**Resident**	**Nonresident**
Permit Fee - Pavilion, Daily	$150	$350
Permit Fee - Pavilion, Daily- Security Deposit	$150	$350
Permit Fee - Pavilion, Seasonal	$6,500	N/A
Permit Fee - Pavilion, Seasonal - Security Deposit	N/A	N/A
[Seasonal- Memorial Day- Labor Day Monday- Friday (8am - 5pm)]		
Permit Fee Campfire Area	$25	$25
Permit Fee Campfire Area- Security Deposit	$25	$25
Cancellation/Change Fee	$25	$25

Special Events	**Resident**	**Nonresident**
Full Park Rental (No fee waivers)	$2,500	$5,000
Full Park Rental Security Deposit	$1,500	$1,500
Security fee (large events as needed)	$81 per hour	$81 per hour

Amphitheater	**Resident**	**Nonresident**
Permit Fee (large events as needed)	$1,000	$2,000
Security fee (large events as needed)	$81 per hour	$81 per hour
Security Deposit	$1,000	$1,000

Park Concessions	**Resident**	**Nonresident**
Permit Fee Concession Facility - Daily (Blacksox Park Only)	$125	$250
Permit Fee Concession Facility - Daily (Blacksox Park Only)- Security Deposit	$100	$200
Permit Fee Park Concession Stand - Daily (Mobile/Tent)	$125	$250
Permit Fee Park Concession Stand - Daily (Mobile/Tent) - Security Deposit	$100	$200

Mobile Concessionaires - Annual

Allen Pond - Ice Cream Truck	Annual Bid Award
Allen Pond - Food Truck	Annual Bid Award

All Other Parks	**Resident**	**Nonresident**
	$500	$500

Alcohol Permit	**Resident**	**Nonresident**
Permit Fee - Group Areas	$100	$200
Permit Fee - Group Areas - Security Deposit	$200	$200
Permit Fee - Pavilions	$200	$400
Permit Fee - Pavilions - Security Deposit	$200	$200

Bowie Skate Park	**Resident**	**Nonresident**
Competition Event Rental (6 hr. minimum)	$200 per hour	$200 per hour
Competition Event Rental (6 hr. minimum) - Security Deposit	$500	$500
Security Fee (large events as needed)	$81/per hour	$81/per hour

CITY RENTAL AND USER FEES

Fund: #01
Fund: General

Ice Arena

User Fees	Resident		Nonresident
General admission	$7.00		$9.00
Group Rates (10 or more people)	$6.00		$8.00
Disc Jockey Sessions (skates included)	$10.00		$13.00
Family Session	$15.00		$25.00
(Up to 5 Family Members)			
Season Pass- Frequent Skater Cards	**Resident**		**Nonresident**
5 Admissions	$28		$36
10 Admission	$55		$72
20 Admissions	$115		$150
Recreation Activities Reduced Fee Program (50% Discount)			
	Resident		**Nonresident**
Unlimited Family	$500		$1,000
Recreation Activities Reduced Fee Program (50% Discount)			
Cancellation Fees			
Lessons and Camps		$10	
Birthdays		$25	
Ice Rentals			
Nonprime Time Rate (Seasonal contracts only 5am-8am)		$330 per hour	
Prime Time Rate - Bowie Group (For Seasonal Contracts)		$365 per hour	
Prime Time Rate - Non-Bowie Group		$420 per hour	
Insurance Fee (For nonseasonal contracts)		$50	
Late Fee (Per rented hour)		$10	
Security fee (large events as needed)		$81 per hour	
Skating Instruction Fees	**Resident**		**Nonresident**
(Includes Skates Practice Card)			
7 week series (30 minute class)	$135		$160
Beginner discount	$10		$10
Family Discount	$10		$10
Recreation Activities Reduced Fee Program (50% Discount)			
Summer Camps (includes Skates)			
Full Day/week	$300		$350
Half-Day/week	$165		$180
Recreation Activities Reduced Fee Program (50% Discount)			
Speciality Camps			
Freestyle Camp	$330		$350
Performance Camp	$185		$200
Recreation Activities Reduced Fee Program (50% Discount)			
Other Ice Arena Rates	**Resident**		**Nonresident**
Skate Rental	$3		$3
Skate Sharpening	$8		$8
Pickup Figure Skating	$15		$20
Pickup Hockey	$15		$20
Recreation Activities Reduced Fee Program (50% Discount)			
Dry Floor	**Resident**		**Nonresident**
Per hour	$90		
Half day	$750		
Major Events	$1,500		
Drop-In sessions (1.5 hours)	$10		$15
Room Rental			
Per hour		$25	
Birthday Party Package (Admission, skates, pizza, soda and room)	**Resident**		**Nonresident**
Up to 10 individuals	$170		$210
Each additional individual	$10		$10
Recreation Activities Reduced Fee Program (50% Discount)			

CITY RENTAL AND USER FEES

Fund: #01
Fund: General

Dasherboard Advertisement (Annual Contract)	$1,250
Locker Room Rental (per hour)	$25
Locker Room Security Deposit (per group)	$250

Fund: #01
Fund: General

Building Permits

$5.25 per $1,000 of estimated construction cost (minimum of $25)
Investigations fee, if applicable - $50
Permit reapplication or revision fee - $50
Raze Permit - $50

Storm Drain and Paving, Plan Review and Permits

Application Fee - 1/3 of DPW Approved Estimated Construction Cost (applied to Permit Fee) Mnimum $1,000
Bond Evaluation Fee for Plan Revisions (Approved Plans) Revisions that increase project cost ($500)
Permit Fee - 12% of approved estimated construction cost
Performance Bond - 125% of approved estimated construction cost
Payment Bond - 50% of approved estimated construction cost
Maintenance bond amount determined by the Department of Public Works and based upon the final plan approval estimated construction cost and any revisions but not less than 5% of all work covered by the permits
Review Fee for subsequent plan submissions beyond two per plan- $300
Review Fee for plan revisions to approved Plan 10% of the revised Cost Est.($500 minimum)
Permit Extensions Fee (25% of the original Permit Fee)of the unfinished work
Review Fee for Storm Drain as built Flat fee per each review ($500)
Bond Reduction Fee Per each bond Reduction request ($200)
City supplied use and Occupancy letter for Prince Georges County Permits ($300) Fee Per Request

Stormwater Management Concept Application

$500 (Less than 1 acre); $1,000 (1-2 acres); $2,400 (2-5 acres) ; Greater than 5 acres , $2,400 plus $100 for each additional acre.
(Maximum 2 reviews, each additional review $300 per review)
Review Fee for subsequent plan submissions beyond two- $300
Stormwater Management Concept Plan Revisions to Approved Plans- $1,000

Stormwater Management Permits

Permit Fee - 12% of final approved estimated construction cost
Performance Bond - 125% of the final approved estimated construction cost
Payment Bond - 50% of the final approved estimated construction cost
Maintenance Bond - amount determined by the Department, no less than 5% of all work covered by the permit
Review Fee for SWM as built (Flat fee $500 per review)
Bond Reduction Fee Per each Bond Reduction Request ($200)
Bond Evaluation for Plan Revisions (Revisions that increase project cost) $500

Stormwater Management Plan Reviews

Review Fee for Subsequent Plan Submissions beyond four $300
(Including Site Development SWM Plan and Final SWM Plan Reviews)
Fee for Update Review and Approval -$500
(For SWM Plan approval expiring prior to permit or construction start with no plan change)
Review Fee for Plan Revisions to Approved Plan -$500
Permit Extensions (12 months 25% of the original permit fee)-25%

Stormwater Management Fee in Lieu of Control

(When a fee in lieu is approved as an alternative to construction of stormwater management facilities)
$1 per square foot of impervious area

Public Right of Way Rough Grading

Permit Fee - 7.5% of the approved estimated cost of the rough grading work in the public right of way
Restoration Bond - 100% of approved site restoration and stabilization cost

Soil Erosion and Sediment Control Permits

Application Fee - $50, plus
Permit Fee - $200 first disturbed acre (or portions thereof), plus
$100 per acre for acres 1.0 through 5, plus
$50 per acre for each additional disturbed acre

PERMITS AND OTHER FEES

Fund: #01
Fund: General

Utility Permits

For utility construction in the public right of way
Application Fee - $100
Permit Fee - 12% of approved estimated construction cost for restoration of all public right of way infrastructure

Maintenance Utility Permits

For maintenance and emergency repair of public utilities by utility companies
Permit Fee (annual) - $5,000 minimum or
$125 x anticipated number of underground jobs
$25 x anticipated number of overhead jobs

Residential Driveway Entrance Permit

This basis can be used for modifications to an existing residential driveway entrance on a public street. It may be used for a new entrance only if the construction is limited to construction of the entrance and driveway only.
Application Fee - $50, plus
Permit Fee - $150
Performance Bond - $2,000

Other Right of Way Permits

For minor construction in public right of way
Application Fee - 1/3 of approved estimated permit fee or $100 minimum (applied to permit fee)
Permit Fee - 7.5% of approved construction cost
Performance Bond - 125% of approved construction cost
Payment Bond - 50% of approved estimated construction cost

Forest Mitigation

Current County fee-in-lieu rate

Development Application Fees

Variances from County Zoning Ordinance	
For existing residential structures	$200
For new residential structures	$500
For commercial/industrial sites	$1,500
Departures	$2,000
Single-family attached or detached not to exceed 10 acres	$100
All Others	$2,000
Alternative compliance	$250
Nonconforming uses	$1,000
Church	No Fee
Minor revision to special exception	
Day care center for children in:	
Dwelling	$100
Church	No Fee
All Others	$1,250
Required public notice signage	$30 per sign

Tax Increment Financing Fees

Application fee (non-refundable)	$10,000

Other Permits and Fees

Block Party Permit	$25
Special Event Permit	$100
Carnival Permit (2 per property per calendar year)	
First 7 Days	$20 per ride (minimum $100)

Fund: #01
Fund: General

Portion of week thereafter	$100, plus security fees at cost
Solicitor's permit	$50 per year
Copy reproduction fee	
Black and white (Letter or Legal)	$.25 per page
Color (Letter or Legal)	$ 1 per page
Large Format Printing (Plotter size)	$ 15 per page
GIS Map Reproduction Fee	
First GIS map	$10
Additional GIS maps	$5 each
City map	$2 each
Returned check charge	$35
Animal trap security deposit	$50
Humane deterrent device security deposit	$75
Veterinarian - specimen transportation fee	$130
Running At Large - second violation in calendar year fee	$100
Reissue lost membership card for City of Bowie facility	$10
Administrative abatement fee	$100
Animal Temporary Holding Facility	
Redemption fee	$100
Boarding fee per day	$50

Special Event Concession Fees

Beer/Wine (nonprofit groups)	$100
Food/Drink (commercial groups)	$150
Food/Drink (nonprofit groups)	$75
Crafts/Novelty	$75
Games and Raffles (nonprofit groups)	$25
Information Booths (nonprofit groups)	No charge
Electrical Fee (commercial groups)	$20
Electrical Fee (nonprofit groups)	$20
Tent or Canopy Fee (Per Canopy) - PG County Permit Cost (Recovery)	$30

Housing and Property Inspection Program

Housing Rental Licensing Fee	
Single Family Units (detached houses, townhouses and condominiums)	$110
Apartment Units	$60
Reinspection Fee	$50
No show Fee	$50
Application Fee	$50
Reapplication Fee Before License Expiration	No charge
Reapplication Fee After License Expiration	$50
Fiscal Year 2025 Estimated Number of Rental Units	
Single Family Units	1,150
Apartment Units	2,594

Police Department Fees

	Resident	Nonresident
Police Report	No charge	$10
Vehicle Release Fee	$50	$50

CITY MANAGER

CITY COUNCIL

Activity: #110	Department: City Manager
Fund: General	Function: General Government

Description

The Council is the governing body of the City, elected by, and responsible to, the voters for the operation of the City. The Council is responsible for municipal policies. The Council appoints the City Manager, City Attorney, the Board of Supervisors of Elections, all standing advisory committees, special task force groups and study committees.

Objectives for Fiscal Year 2024

A. Coordinate with the City Clerk and the City Manager to provide orientation sessions for Council after the November 2023 City Election.
   - *This objective is 100% complete. Orientation sessions were held for the two new At-Large Councilmembers and an updated Council Reference Guide was sent to all Councilmembers.*

Objectives for Fiscal Year 2025

1. Identify and evaluate community initiatives worthy of City Council support with a Municipal Grant.

Significant Budget Changes

Inclusion of $100,000 for City Council issued Municipal Grants.

Expenditures

	ACTUAL 2022-2023	BUDGET 2023-2024	ESTIMATED 2023-2024	PROPOSED 2024-2025	ADOPTED 2024-2025	Pct. Change
Personal Services	138,850	153,600	153,000	156,500	-	1.9%
Contractual Services	194,284	154,700	154,800	166,700	-	7.8%
Commodities	732	100	100	100	-	0.0%
Other Charges	109,415	115,900	128,400	219,900	-	89.7%
Total	443,281	424,300	436,300	543,200	-	28.0%

Personal Services – Not Full Time Equivalent

	FY23	FY24	FY25
Mayor	1.0	1.0	1.0
Council Persons	6.0	6.0	6.0
Total	7.0	7.0	7.0

♦ ***Salaries and Wages*** ***145,000***
Salaries and Wages paid to part time employees.

♦ ***Fringe Benefits*** ***11,500***
Fringe benefits related to part time salaries and wages: FICA, unemployment compensation and workers compensation.

CITY COUNCIL

Activity: #110	Department: City Manager
Fund: General	Function: General Government

Contractual Services

♦***Professional Services (01110-51125)*** ***134,000***
Lobbyist to assist with City's legislative issues, and other consultant services, and municipal sponsorships.

♦***Travel and Training (01110-51145)*** ***31,900***
Council attendance at the annual Maryland Municipal League (MML) Convention, MML Fall Conference, and the National League of Cities Conference. Also includes funds for meetings sponsored by the Council with State and County officials, the Bowie Chamber of Commerce, other municipalities and City meetings.

♦***Communications (01110-51205)*** ***800***
Cellular communication equipment.

Commodities

♦***Materials, Supplies & Minor Equipment (01110-52005)*** ***100***
To provide for the procurement of office supplies and minor equipment incidental to the operation of the Council.

Other Charges

♦***Municipal Grants (01110-55050)*** ***100,000***
To support community initiatives determined by the City Council to fund.

♦***Subscriptions and Memberships (01110-55090)*** ***119,900***
Maryland Municipal League, Council of Governments, COG Regional Environmental Fund, National League of Cities, Prince George's County Municipal Association and Bowie Chamber of Commerce.

CITY MANAGER

Activity: #120	Department: City Manager
Fund: General	Function: General Government

Description

The City Manager is the Chief Administrative Officer of the City. The City Manager supervises all staff and is responsible for the effective management of all financial and administrative actions of the City. The City Manager is appointed by and serves at the pleasure of the City Council. The City Manager is responsible for implementing all policy matters established by the City Council and for the enforcement of all City Ordinances. The City Manager keeps the City Council informed through a variety of reporting procedures that assist the Council in its policy making role.

Objectives and Results for Fiscal Year 2024

A. Coordinate with the City Council and the City Clerk to provide orientation sessions for Council after the November 2023 City Election.
- ♦ *This objective is 100% complete. Orientation sessions were held for the two new At-Large Councilmembers and an updated Council Reference Guide was sent to all Councilmembers.*

Workload and Performance Indicators

	FY20	FY21	FY22	FY23	FY24	FY25
Operating expenditures per capita	$856	$836	$903	$944	$1,055	$1,268
Number of residents per City employee	155	153	152	147	144	142
City Manager activity expenditures per capita	$19.87	$23.51	$25.11	$21.43	$27.05	$32.07
City Manager activity expenditures as a percent of City total expenditures	2.32%	2.81%	2.78%	2.27%	2.56%	2.53%

Objectives for Fiscal Year 2025

1. Conduct team building training among senior management team by February 2025.

Significant Budget Changes

None.

Expenditures

	ACTUAL 2022-2023	BUDGET 2023-2024	ESTIMATED 2023-2024	PROPOSED 2024-2025	ADOPTED 2024-2025	Pct. Change
Personal Services	1,055,863	1,262,500	1,110,500	1,321,100	-	4.6%
Contractual Services	57,784	139,200	116,200	110,000	-	-21.0%
Commodities	1,041	3,000	2,700	3,000	-	0.0%
Other Charges	135,520	338,700	330,100	400,000	-	18.1%
Total	1,250,208	1,743,400	1,559,500	1,834,100	-	5.2%

CITY MANAGER

Activity: #120	Department: City Manager
Fund: General	Function: General Government

Personal Services - Full Time Equivalents

	FY23	FY24	FY25
City Manager	1.0	1.0	1.0
Assistant City Manager	1.0	1.0	1.0
Director, Grants	1.0	1.0	1.0
Grants Manager	1.0	1.0	1.0
Project Manager - Housing and Community Develop	-	1.0	1.0
Grants Writer	1.0	1.0	1.0
Grants Intern	.4	.4	.4
Executive Office Manager	1.0	1.0	1.0
P/T Risk Manager	.6	.6	.6
Total	7.0	8.0	8.0

♦***Salaries and Wages*** ***1,014,500***

Salaries and Wages paid to full time and part time employees.

♦***Fringe Benefits*** ***306,600***

Fringe benefits related to full time and part time salaries and wages: FICA, contributions to employee annuities, unemployment compensation, workers compensation, hospitalization/medical insurance, prescription plan, life insurance and weekly indemnity, optical/dental plan.

Contractual Services

♦***Professional Services (01120-51125)*** ***88,900***

Consultant to assist City with managing electricity and natural gas contracts and purchasing. Consultant to conduct fair housing training associated with the City’s Community Development Block Grant (CDBG). Strategic Planning consultant and senior staff development.

♦***Travel and Training (01120-51145)*** ***21,100***

Attendance at ICMA conference, Maryland Municipal League conferences, MCCMA meetings, grant training conferences, and professional development seminars.

Commodities

♦***Materials, Supplies & Minor Equipment (01120-52005)*** ***3,000***

Minor office supplies, training materials and research materials. Risk Management supplies.

Other Charges

♦***Municipal Grants (01120-55050)*** ***390,800***

Community Development Block Grant program to provide financial assistance for home repairs to income qualified seniors.

♦***Subscriptions and Memberships (01120-55090)*** ***9,200***

Professional development materials, membership dues, publications, newspapers, legislative reference service, risk management materials, and grant writing materials.

HUMAN RESOURCES

Activity: #125	Department: City Manager
Fund: General	Function: General Government

Description

The Human Resources Office provides service, support, and staffing solutions to City operations. Taking a leading role in vital areas such as Talent Acquisition, Employee and Labor Relations, Benefits Administration, Performance Management and Compensation Analysis, is a primary objective of this office to ensure that the City of Bowie maintains the most talented, highly engaged, and well-equipped staff possible.

Objectives and Results for Fiscal Year 2024

A. Create a New Employee Orientation Program, including quarterly seminars by September 30, 2023.
   - ♦ *Onboarding process within BambooHR, which is associated with the orientation process has been implemented. Orientation meetings will commence by January 31, 2024.*

B. Ensure that the City participates in at least three in-person or virtual job/recruitment fairs by June 30, 2024.
   - ♦ *The City has participated in two in-person recruitment events. It is anticipated that this objective will be completed as scheduled.*

C. Conduct ten employee wellness-related events by June 30, 2024.
   - ♦ *Five employee wellness-related events have been completed. It is anticipated that this objective will be completed as scheduled.*

D. Establish and cultivate partnerships within the Bowie State University administration, for the purpose of developing mutually beneficial recruitment, internship, and other employment opportunities by December 31, 2023.
   - ♦ *A partnership with the Bowie State University Career Development Office has been established. All applicable job vacancies are posted to this BSU student website. The HR Office will continue by assessing opportunities to participate in upcoming in-person recruitment opportunities. Completed, but will continue to identify additional inroads to expand this relationship.*

Workload and Performance Indicators

	FY20	FY21	FY22	FY23	FY24	FY25
Number of applications received	1,000	1,800	1,700	1,500	2,000	2,300
Number of recruitments	50	60	58	55	110	100
Number of employees enrolled in HSA plan	220	237	235	235	235	239
% of eligible employees participating in 401(k) Plan	-	-	-	-	64	85
Average number of days to complete recruitments	47	40	60	50	45	40
Expenditures per capita	$10.67	$11.72	$12.09	$14.04	$14.15	$16.29
Percent of City total expenditures	1.25%	1.40%	1.34%	1.49%	1.34%	1.29%

Objectives for Fiscal Year 2025

1. Facilitate negotiations for Collective Bargaining Agreement with the American Federation of State, County, and Municipal Employees (AFSCME) by March 31, 2025.
2. Facilitate negotiations for Collective Bargaining Agreement with the Fraternal Order of Police (FOP) by April 30, 2025.

HUMAN RESOURCES

Activity: #125	Department: City Manager
Fund: General	Function: General Government

3. Implement new employee performance evaluation system within BambooHR HRMS by April 30, 2025.
4. Conduct ten employee wellness-related events by June 30, 2025.

Significant Budget Changes

Reclassify HR Generalist II from (X-113) to (X-114) at $4,796, Promotion of HR Generalist (X-112) to HR Generalist II (X-114) at $8,046.

Expenditures

	ACTUAL 2022-2023	BUDGET 2023-2024	ESTIMATED 2023-2024	PROPOSED 2024-2025	ADOPTED 2024-2025	Pct. Change
Personal Services	639,529	692,100	666,600	718,100	-	3.8%
Contractual Services	174,305	231,500	141,100	203,500	-	-12.1%
Commodities	3,083	6,000	3,000	4,500	-	-25.0%
Other Charges	1,977	3,100	5,000	5,500	-	77.4%
Total	818,894	932,700	815,700	931,600	-	-0.1%

Personal Services - Full Time Equivalents

	FY23	FY24	FY25
Director, Human Resources	1.0	1.0	1.0
Human Resources Administrator	1.0	1.0	1.0
Human Resources Generalist I	3.0	2.0	-
Human Resources Generalist II	-	1.0	3.0
Executive Office Associate	1.0	1.0	1.0
Total	6.0	6.0	6.0

♦ ***Salaries and Wages*** ***543,300***

Salaries and Wages paid to full time and part time employees.

♦ ***Fringe Benefits*** ***174,800***

Fringe benefits related to full time and part time salaries and wages: FICA, contributions to employee annuities, unemployment compensation, workers compensation, hospitalization/medical insurance, prescription plan, life insurance and weekly indemnity, optical/dental plan.

Contractual Services

• ***Professional Services (01125-51125)*** ***108,500***

Human Resources Management System (HRMS) annual fee, HRMS Open Enrollment Module, and Professional Recruitment Service (BPD).

• ***Recruitment and In-service Expenses (01125-51130)*** ***86,000***

All onboarding expenses for new employees, advertising for all vacant positions, interview expenses for all department vacancies, staff certifications, educational reimbursement, annual FSA fees.

HUMAN RESOURCES

Activity: #125	Department: City Manager
Fund: General	Function: General Government

- ***Travel and Training (01125-51145)*** ***9,000***
  Training, travel, wellness, and other staff-related events.

Commodities

- ***Materials, Supplies & Minor Equipment (01125-52005)*** ***4,500***
  Minor office supplies and equipment, training materials and research materials.

Other Charges

- ***Subscriptions and Memberships (01125-55090)*** ***5,500***
  Professional association memberships and subscriptions to periodicals.

ELECTIONS

Activity: #130	Department: City Manager
Fund: General	Function: General Government

Description

This activity provides administrative, secretarial, and clerical services for City elections, voter registration, record keeping, and furnishes voting and registration information to Bowie residents and other governmental bodies and agencies. The objectives of this activity are to encourage all eligible residents of the City of Bowie to register and vote in all City elections, provide adequate information to residents, and continually improve and update the City's voting regulations and records.

Objectives and Results for Fiscal Year 2024

A. Administer the City election on November 7, 2023.

- ♦ *This objective is 100% complete. The City election was held on November 7, 2023 with no issues. Four of the incumbents were re-elected to their seats and two new councilmembers At-Large were elected.*

Objectives for Fiscal Year 2025

1. Work with City Attorney reviewing and updating the City's Election laws in the Charter and Code.
2. Work with County Board of Elections on updating City street lists and registered voters as homes are built in Melford and South Lake developments.

Significant Budget Changes

None.

Expenditures

	ACTUAL 2022-2023	BUDGET 2023-2024	ESTIMATED 2023-2024	PROPOSED 2024-2025	ADOPTED 2024-2025	Pct. Change
Contractual Services	-	85,200	89,000	-	-	-100.0%
Commodities	-	500	-	1,000	-	100.0%
Other Charges	-	-	-	-	-	0.0%
Total	-	85,700	89,000	1,000	-	-98.8%

Commodities

♦ ***Materials, Supplies & Minor Equipment (01130-52005)*** ***1,000***

Procurement of items such as registration cards, books, and registration-by-mail forms.

LEGAL SERVICES

Activity: #150	Department: City Manager
Fund: General	Function: General Government

Description

This office provides legal services and advice to the City Council and City staff. The City Attorney attends Council meetings, represents the City in legal proceedings, both before the courts and administrative agencies, reviews contracts, leases, and covenants, and prepares ordinances and resolutions. The office also provides advice on City and State legislation where required. The City retains several law firms with differing specialties to handle such matters as bond issues and IRS tax issues. Separate legal counsel is also retained to support the Ethics Commission, the Board of Personnel Appeals, Telecommunication Legislation, and the Cable Franchise Renewal process. The City is also represented, without cost beyond the payment of premiums, by attorneys appointed by the Local Government Insurance Trust, to represent the City in connection with the defense of certain civil actions.

Significant Budget Changes

None.

Workload and Performance Indicators

	FY20	FY21	FY22	FY23	FY24	FY25
Expenditures per capita	$2.62	$3.06	$3.56	$4.80	$3.52	$3.63
Percent of City total expenditures	0.31%	0.37%	0.39%	0.51%	0.33%	0.29%

Expenditures

	ACTUAL 2022-2023	BUDGET 2023-2024	ESTIMATED 2023-2024	PROPOSED 2024-2025	ADOPTED 2024-2025	Pct. Change
Contractual Services	279,932	202,500	203,000	207,500	-	2.5%
Total	279,932	202,500	203,000	207,500	-	2.5%

Contractual Services

♦ ***Professional Services (01150-51125)*** ***207,500***

Provide legal services to City Council and City staff. Includes legal services for Ethics Commission, Board of Personnel Appeals, Telecommunication Legislation, and the Cable Franchise Renewal.

COMMUNICATIONS

Activity: #155	Department: City Manager
Fund: General	Function: General Government

Description

This division is responsible for providing residents with current information on City events, services, and policies, through monthly newsletters, press releases, the City's website, social media, and cable television. It also broadcasts City Council meetings and special events.

Objectives and Results for Fiscal Year 2024

A. To better measure and evaluate the success of outreach efforts, beginning September 2023, the Division will produce a monthly report that tracks engagement metrics for various platforms used to disseminate information to the public.

- ♦ *Complete. Monthly engagement metrics reports are helping to refine outreach efforts and identify areas of needed improvement. The data was also used to determine layout and menu changes for new website.*

B. By September 30, 2023, develop a new marketing campaign for Alert Bowie with a goal of increasing registrations in all Bowie neighborhoods by at least 5% by the end of FY2024

- ♦ *Complete. Due to outreach efforts, total registrations increased 6% in the first half of FY24. Emphasis is now on improving registration rates in neighborhoods with low registration rates through targeted advertising, attending in-person events, and enlisting the help of HOA leadership when possible.*

C. By December 31, 2023, the Division will work with the Human Resources Office to expand and enhance the City's presence on LinkedIn to aid with recruitment and to increase visibility as a desirable employer.

- ♦ *Changes are being made to the appearance and content of the city's LinkedIn page to tie it more closely to the Bowie brand, showcase employee team building and wellness initiatives, and to help market the city to potential job applicants.*

D. By June 30, 2024, produce seven videos (one per department) that educate the public about some aspects of the department's work; and integrate the videos into the city website.

- ♦ *Complete. FY2024 video productions have showcased activities and programs sponsored by various city departments. Videos air on Bowie government television, YouTube, the City website, and social media. The multiple viewing platforms and a new featured video offering on the website have helped increase viewership over FY23 levels.*

COMMUNICATIONS

Activity: #155	Department: City Manager
Fund: General	Function: General Government

Workload and Performance Indicators

	FY20	FY21	FY22	FY23	FY24	FY25
City newsletter issues published	13	12	60	62	56	54
Alert Bowie registrations	6,800	7,900	8,525	9,000	9,200	10,500
Alert messages sent	750	1,100	1,000	800	700	700
Meetings & events televised	54	44	60	60	47	50
Public access shows produced	-	25	250	300	300	250
Website pages managed	940	910	950	850	875	575
Videos produced	85	140	100	110	125	140
Social media posts	1,200	2,000	2,000	2,200	2,500	2,600
Expenditures per capita	$11.18	$10.93	$13.10	$12.79	$14.33	$15.82
Percent of City total expenditures	1.31%	1.31%	1.45%	1.35%	1.36%	1.25%

Objectives for Fiscal Year 2025

1. By February 28, 2025, implement closed captioning for City Council meeting videos and other videos produced by the City.
2. By September 30, 2024, develop new materials and strategies for educating and engaging new residents in South Lake and other new city neighborhoods.
3. Complete transition from a “dot.org” to a “dot.gov” domain for city website and city emails by April 30, 2025.
4. Conduct monthly training sessions for departmental staff that will strengthen their outreach efforts. This will include classes in basic website updating, search engine optimization, creating winning graphics, and writing engaging copy for newsletters.

Significant Budget Changes

Reclassification of two Communications Analyst I positions from (Grade X-112) to (Grade X-113) at $15,365. Communication Analyst I request for language paid at $500. Also replacing television cameras and related equipment in the City studio.

Expenditures

	ACTUAL 2022-2023	BUDGET 2023-2024	ESTIMATED 2023-2024	PROPOSED 2024-2025	ADOPTED 2024-2025	Pct. Change
Personal Services	642,069	710,600	717,400	753,700	-	6.1%
Contractual Services	62,465	119,400	106,900	109,700	-	-8.1%
Commodities	5,639	26,000	-	20,000	-	-23.1%
Other Charges	35,845	21,500	1,500	21,500	-	0.0%
Capital Outlay	-	70,000	70,000	215,700	-	208.1%
Total	746,018	947,500	895,800	1,120,600	-	18.3%

COMMUNICATIONS

Activity: #155	Department: City Manager
Fund: General	Function: General Government

Personal Services - Full Time Equivalents

	FY23	FY24	FY25
Director, Communications	1.0	1.0	1.0
Audio/Visual Specialist	1.0	1.0	1.0
Communications Analyst I	2.0	2.0	2.0
Communications Analyst II	1.0	1.0	1.0
Broadcast Specialist	1.0	1.0	1.0
Studio Technical Specialist	.6	.6	.6
Total	6.6	6.6	6.6

♦ ***Salaries and Wages*** ***556,100***
Salaries and Wages paid to full time and part time employees.

♦ ***Fringe Benefits*** ***197,600***
Fringe benefits related to full time and part time salaries and wages: FICA, contributions to employee annuities, unemployment compensation, workers compensation, hospitalization/medical insurance, prescription plan, life insurance and weekly indemnity, optical/dental plan.

Contractual Services

♦ ***Advertising (01155-51105)*** ***15,000***
Paid print advertising to publicize City services and events, including publication of the Bowie Spotlight in the newspaper.

♦ ***Printing and Binding (01155-51120)*** ***30,000***
Printing pieces for quarterly mailing and other printed materials for outreach.

♦ ***Professional Services (01155-51125)*** ***6,000***
Services associated with photography, audio visual consulting, and an accessibility expert to ensure that all City communications meet or exceed ADA accessibility requirements, and best practices for closed captioning.

♦ ***Subscription Services Software (01155-51126)*** ***10,800***
Software as service (SaaS) solutions.

♦ ***Subscriptions – Maintenance (01155-51127)*** ***17,500***
Meeting streaming, closed captioning, and scheduling service; studio scheduling software.

♦ ***Subscription Services Licenses (01155-51128)*** ***4,300***
Software and application licenses for managing social media and creating videos and graphics.

♦ ***Travel and Training (01155-51145)*** ***19,000***
Training classes, registration fees, and reimbursement of personal vehicle mileage and other travel for job-related training, meetings and conferences.

COMMUNICATIONS

Activity: #155	Department: City Manager
Fund: General	Function: General Government

♦ ***Communications (01155-51205)*** ***600***
Cellular communications incurred by division for remote broadcasts.

♦ ***Repair and Maintenance (01155-51230)*** ***6,500***
Provides for preventive maintenance and repair of studio equipment and other video equipment, and contracts for software and other services for video production and social media.

Commodities

♦ ***Materials, Supplies & Minor Equipment (01155-52005)*** ***20,000***
Includes supplies and equipment for Division, including studio and other video Productions. Some of these expenditures are eligible to be paid with cable provider grants funds.

Other Charges

♦ ***Municipal Grants (01155-55050)*** ***20,000***
Grant award for Public Access programming.

♦ ***Subscriptions and Memberships (01155-55090)*** ***1,500***
Includes annual membership fees for the City's City-County Communication and Marketing Association (3CMA) and Alliance for Community Media (ACM).

Capital Outlay

♦ ***Machinery and Equipment (01155-57020)*** ***215,700***
Includes video equipment for video production for the City government outreach and public access channel. Funding for these items is through a grant from the City's two cable providers. Equipment needed includes television cameras, tripods, camera control units, equipment for video production van, computers, and battery backup units.

BUSINESS OPERATIONS

Activity: #156	Department: City Manager
Fund: General	Function: General Government

Description

The Business Operations Division is tasked with managing crucial and high-profile administrative functions that involve negotiating and monitoring the City's cable franchise agreements, telecommunication agreements, and annexation agreements. Additionally, the division oversees the City's utilities and energy efficiency projects, playing a key role in negotiating and monitoring procurement contracts with different organizations. The Division also provides security services for all city facilities including City Hall's main front desk. Serving as a liaison to various Federal, State, and County governmental agencies/departments, as well as Maryland utility companies, the division also handles unique and sensitive issues directed by the City Manager. Furthermore, it provides centralized support to all other City offices, covering areas such as office supplies, printing, graphics, and mail services.

Objectives and Results for Fiscal Year 2024

A. Business Operations will continue upgrading and expanding the City's fiber optic redundancy network infrastructure to our city facilities. The first phase of the construction of the fiber should be ready by fall of 2023.
   - ♦ *The City's fiber optic redundancy network infrastructure project's initial construction phase is delayed until the renegotiated franchise agreement is executed. This agreement is crucial as it secures the funding needed to propel this transformative project forward.*

B. In coordination with the City's Power Purchase Agreement partner, 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.
   - ♦ *Along with the Power Purchase Agreement partner, the completion date for this fiscal year will not be met. Factors including permitting delays and addressing interconnection with the electric utility prompt the schedule to now anticipate successful culmination in the Fall of 2024.*

Workload and Performance Indicators

	FY20	FY21	FY22	FY23	FY24	FY25
Number of Resident Complaints	20	22	50	45	47	60
Number of Meetings	104	100	130	120	120	120
Review of Contracts and Agreements	30	30	17	20	20	20
Review of Utility Expenses	48	48	48	48	48	48
Number of Annexation Presentations	3	5	3	3	3	3
Expenditures per capita	$7.94	$6.31	$7.74	$10.02	$11.16	$13.05
Percentage of City total expenditures	0.93%	0.75%	0.86%	1.06%	1.06%	1.03%

BUSINESS OPERATIONS

Activity: #156	Department: City Manager
Fund: General	Function: General Government

Objectives for Fiscal Year 2025

1. The Business Operations Division will continue to work on enhancing and expanding the City's fiber optic redundancy network infrastructure to all our city facilities. The design and implementation of phase one will be modified to include extending the project to the Bowie Golf Course and future Ice Arena. The construction of the project should be completed by June 2025.
2. In coordination with the City's Power Purchase Agreement partner, Business Operations will continue to work 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 Fall 2024.
3. The Business Operations Division will be incorporating security into its functions. A security plan will be developed and implemented to provide effective security policies, procedures, and standards to safeguard the city's facilities, personnel, and assets. The Security Plan will be implemented by June 2025.

Significant Budget Changes

None.

Expenditures

	ACTUAL 2022-2023	BUDGET 2023-2024	ESTIMATED 2023-2024	PROPOSED 2024-2025	ADOPTED 2024-2025	Pct. Change
Personal Services	339,584	417,400	365,600	430,400	-	3.1%
Contractual Services	137,547	66,100	67,100	74,000	-	12.0%
Commodities	52,610	90,400	86,000	106,800	-	18.1%
Other Charges	54,716	128,100	124,800	135,000	-	5.4%
Capital Outlay	6,652	1,180,000	160,000	150,000	-	-87.3%
Total	591,109	1,882,000	803,500	896,200	-	-52.4%

Personal Services - Full Time Equivalents

	FY23	FY24	FY25
Director, Business Operations	-	1.0	1.0
Business Operations Manager	1.0	-	-
Executive Office Associate	1.0	1.0	1.0
Business Operations Specialist	1.0	1.0	1.0
P/T Security Guards (2)	1.0	1.0	1.0
P/T Receptionist (2)	1.0	1.0	1.0
Total	5.0	5.0	5.0

BUSINESS OPERATIONS

Activity: #156	Department: City Manager
Fund: General	Function: General Government

♦***Salaries and Wages*** ***333,700***
Salaries and Wages paid to full time and part time employees.

♦***Fringe Benefits*** ***96,700***
Fringe benefits related to full time and part time salaries and wages: FICA, contributions to employee annuities, unemployment compensation, workers compensation, hospitalization/medical insurance, prescription plan, life insurance and weekly indemnity, optical/dental plan.

Contractual Services

♦***Advertising (01156-51105)*** ***11,000***
Paid print/electronic advertising to publicize City services and events. Also, to ensure sufficient public notice and to meet legal requirements for all City Ordinances, Annexation Resolutions, Charter Amendments, Special Meetings and Hearings, Elections and Special Voter Registration Drives, and Invitations to Bid. Advertising for the Grant Division's programs.

♦***Printing and Binding (01156-51120)*** ***51,300***
Publication of the City Newsletter, postcards, reproductions, printing forms, letterhead, etc. Also included is the printing of the City budget document and annual financial report as well as printing of all Grant Division program materials.

♦***Subscription Services - Software (01156-51126)*** ***3,400***
Software as a service (SaaS) solutions.

♦***Travel and Training (01156-51145)*** ***6,600***
Reimbursement of personal vehicle mileage and job-related training in connection with City business.

♦***Equipment Rental (01156-51215)*** ***600***
Annual rental and usage costs of postage meter.

♦***Repair and Maintenance (01156-51230)*** ***1,100***
Provides for preventive maintenance and repair of the following office equipment: postage machine.

Commodities

♦***Materials, Supplies & Minor Equipment (01156-52005)*** ***104,600***
Central support for City departments which includes stationery, office, and computer supplies, copy machine paper and supplies, printing and graphics shop supplies, and cable supplies.

♦***Protective Apparel (01156-52020)*** ***2,200***
Security uniforms and safety apparel.

Other Charges

♦***Postage (01156-55055)*** ***130,000***
Includes routine mailing cost for all City departments. Additionally, bulk mailings for Grant and Communication Divisions.

♦***Subscriptions and Memberships (01156-55090)*** ***5,000***
Includes the City's National Association of Telecommunications Officers and Advisors (NATOA), ICMA, American Council for an Energy Efficient Economy (ACEEE), GWRCCC, and ELGL. Subscriptions to Comcast and Verizon services.

BUSINESS OPERATIONS

Activity: #156	Department: City Manager
Fund: General	Function: General Government

Capital Outlay

♦ ***Machinery and Equipment (01156-57020)*** ***150,000***

Includes I-NET related upgrades, design, engineering, and construction of the fiber optic network redundancy project. Funding for all items is through a grant from the City's two cable providers.

CITY CLERK

Activity: #160	Department: City Manager
Fund: General	Function: General Government

Description

The City Clerk Office provides support services and assistance to the City Council and the City Manager. This office, in conjunction with the Board of Elections, is responsible for and makes arrangements for the conduct, administration, preparation, and operation of City Elections, as well as the update and maintenance of Voter Registration rolls. Additionally, the office maintains and updates the City Code; makes arrangements and preparations for City Council meetings including setting up City Council agendas, taking notes and transcribing minutes. The City Clerk Office maintains official records and documents of the City; answers inquiries from outside agencies, citizens, and governmental bodies on behalf of the City. This office also arranges interviews for Committee applicants with the City Council; prepares and maintains City Council calendars, hearing date schedules, City Committee rosters, as well as Financial Disclosure/Conflict of Interest data. The City Clerk Office is also responsible for countersigning official City documents, maintaining the City Seal, setting up meetings for the City Council, assisting City Staff in researching projects as well as gathering material for Council packages and performing other related tasks as needed.

Objectives and Results for Fiscal Year 2024

A. Coordinate with the City Council and the City Manager to provide orientation sessions for Council after the November 2023 City Election.
   - *This objective is 100% complete. Orientation sessions were held for the two new At-Large Councilmembers and an updated Council Reference Guide was sent to all Councilmembers.*

B. Update Rules of Procedure for City Council and present to Council for adoption by December 4, 2023.
   - *This objective is 100% complete.*

C. Transfer permanent records to the Maryland State Archives for permanent retention in accordance with the approved records retention schedules by June 30, 2024.
   - *This objective is 90% complete. Records are in the process of being transferred to State Archives.*

D. Update templates for proclamations, resolutions, and ordinances, and create a new template for status report items by October 2023.
   - *This objective is 100% complete.*

Workload and Performance Indicators

	FY20	FY21	FY22	FY23	FY24	FY25
Number of boards and committees	16	16	17	17	16	16
Number of board/committee members	125	130	130	109	112	130
Number of code revisions	1	2	4	2	2	3
Expenditures per capita	$2.02	$2.96	$3.63	$3.43	$3.50	$4.72
Percent of City total expenditures	0.24%	0.35%	0.40%	0.36%	0.33%	0.37%

CITY CLERK

Activity: #160	Department: City Manager
Fund: General	Function: General Government

Objectives for Fiscal Year 2025

1. Update Procedures for Board of Personnel Appeals and present to Council for adoption by January 31, 2025.
2. Incorporate the use of the Board Portal in CivicClerk for Council's access to meeting agenda files.

Significant Budget Changes

Reclassification of City Clerk position from (Grade X-117) to (Grade X-119) at $14,131.

Expenditures

	ACTUAL 2022-2023	BUDGET 2023-2024	ESTIMATED 2023-2024	PROPOSED 2024-2025	ADOPTED 2024-2025	Pct. Change
Personal Services	185,705	227,100	192,400	250,500	-	10.3%
Contractual Services	9,345	14,000	7,300	17,400	-	24.3%
Commodities	4,963	5,200	1,200	1,200	-	-76.9%
Other Charges	326	700	600	800	-	14.3%
Total	200,339	247,000	201,500	269,900	-	9.3%

Personal Services - Full Time Equivalents

	FY23	FY24	FY25
City Clerk	1.0	1.0	1.0
Executive Office Associate	1.0	-	-
Assistant City Clerk	-	1.0	1.0
Total	2.0	2.0	2.0

♦ ***Salaries and Wages*** ***191,500***

Salaries and Wages paid to full time and part time employees.

♦ ***Fringe Benefits*** ***59,000***

Fringe benefits related to full time and part time salaries and wages: FICA, contributions to employee annuities, unemployment compensation, workers compensation, hospitalization/medical insurance, prescription plan, life insurance and weekly indemnity, optical/dental plan.

Contractual Services

♦ ***Professional Services (01160-51125)*** ***1,000***

To provide interpreting services for City Council, Boards and Committee meetings, and other City events.

CITY CLERK

Activity: #160	Department: City Manager
Fund: General	Function: General Government

♦ ***Travel and Training (01160-51145)*** ***16,400***

Attendance at quarterly Maryland Municipal Clerks Association meetings, annual International Municipal Clerks conferences, Clerk Academy and local meetings (GBCC, PGCMA and MML Board).

Commodities

♦ ***Materials, Supplies & Minor Equipment (01160-52005)*** ***1,200***

For procurement of Council Meeting supplies, minute books, office supplies, and minor equipment.

Other Charges

♦ ***Subscriptions and Memberships (01160-55090)*** ***800***

Membership dues for International Institute of Municipal Clerks Association and Maryland Municipal Clerks Association.

ECONOMIC DEVELOPMENT

Activity: #197		Department:	City Manager
Fund: General		Function:	General Government

Description

The mission of the Economic Development Office is to increase the employment and non-residential tax base of the City through business retention, expansion, and attraction; tourism promotion; community development, redevelopment, and revitalization; and other business technical assistance. This office serves as a liaison to the business community and to the City's Economic Development Committee; and supports the local delivery of business assistance programs of various chambers of commerce, regional economic development entities, state offices and departments, and other agencies for economic and community development matters. This office is responsible for the implementation of economic development strategies adopted by the City Council.

Objectives and Results for Fiscal Year 2024

A. Establish a revitalization program for Old Town Bowie to coordinate and support multiple government and community efforts. Cross departmental staff will continue 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.

- ♦ *A consultant prepared a 5–year strategy and plan was received in September 2023. The EDC discussed the plan and on January 22 2024 staff held a community meeting in Old Town Bowie to discuss the plan with the residents. Additional implementation may occur after the January 2024 community meeting.*
- ♦ *A successful festival was conducted in October 2023. Planning is underway for the fall of 2024.*
- ♦ *The Economic Development Intern developed a bus tour of Old Town Bowie for use by the Senior Center. The tour highlights the early history of pre-Levitt Bowie.*
- ♦ *Staff continued coordination with the Huntington Heritage Society (HHS) and the Huntington City Community Development Corporation (HCCDC).*

B. Continue the business retention program by increasing promotion of existing tools and programs (e.g. small business training and assistance services and City backed loans).

- ♦ *The Business Retention Specialist conducted a business outreach event scheduled for January 18, 2024, in partnership with the MWBC.*
- ♦ *Staff verified Top Employers (100 or more employees) and almost top employers (75 to 99 employees).*
- ♦ *Staff updated Restaurant Guide and will update again in the spring.*
- ♦ *The Business Retention Specialist created a business survey and is working with our vendor, SizeUp, for distribution and data collection.*
- ♦ *Staff are conducting a spring 2024 business outreach event to be held at a local meeting/business location.*
- ♦ *Staff assisted with permitting concerns and issues with existing and new businesses by liaising between the business owner, management company, and County DPIE.*

ECONOMIC DEVELOPMENT

Activity: #197	Department: City Manager
Fund: General	Function: General Government

C. 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.

- *"Locate in Bowie" advertising placed in selected business publications to remind businesses about Bowie as a business location. This year's program included ads in Shopping Center Business, and CityBizList. 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.*
- *Inovalon met the criteria for the sixth $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. The agreement runs through FY 2028.*
- *Staff continued to assist commercial office brokers and landlords with their efforts to convert interested prospects into Bowie building tenants. Prospect activity has remained low.*

D. Continue efforts for retail tenant attraction and retention.

- *The City continued 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 talked with center owners and their leasing agents to keep informed about market trends and to identify any issues related to Bowie properties.*
- *Retail specific location advertising was placed nationally in Shopping Center Business magazine – this advertising program identifies Bowie as a desirable and profitable retail location.*
- *Staff attended the ICSC Mid Atlantic session in September 2023 to promote Bowie retail locations and to support our existing shopping centers in their search for tenants.*
- *Staff coordinated a retail roundtable in September 2023 for Council to interact with retail center owners and developers.*

E. 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 coordinates small business service providers' resources, including training and counseling.

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

ECONOMIC DEVELOPMENT

Activity: #197	Department: City Manager
Fund: General	Function: General Government

F. Continue to support the City's Economic Development Committee (EDC).
- ♦ *The staff liaison continued to provide administrative support for monthly meetings with read-ahead materials, agendas, and meeting packets. Staff also coordinated guest speakers and provided status reports to Council.*

Workload and Performance Indicators

	CY20	CY21	CY22	CY23	CY24	CY25
Square feet of retail space in Bowie (thousands)	3,700	3,220	3,216	3,245	3,233	3,500
Square feet of retail space vacant (thousands)	100	241	216	193	117	100
Retail space vacancy rate	2.7%	7.5%	6.7%	5.9%	3.6%	2.9%
Square feet of office space in Bowie (thousands)	2,365	2,410	1,745	1,667	1,802	1,802
Square feet of office space vacant (thousands)	380	421	227	184	239	220
Office space vacancy rate	16.1%	17.5%	15.9%	11.0%	13.3%	12.2%
Square feet of flex space in Bowie (thousands)*	-	-	525	457	519	550
Square feet of flex space vacant (thousands)*	-	-	109	92	85	75
Flex space vacancy rate*	-	-	20.8%	20.1%	16.4%	13.6%
Square feet of industrial space in Bowie (thousands)*	-	-	228	208	227	230
Square feet of industrial space vacant (thousands)*	-	-	3.5	-	6	6
Industrial space vacancy rate*	-	-	1.5%	0.0%	2.6%	2.6%
Percent of real property tax base-commercial*	14.9%	15.1%	14.5%	14.4%	14.4%	14.4%

Fiscal Year	2020	2021	2022	2023	2024	2025
Expenditures per capita	$11.13	$15.85	$13.36	$15.09	$16.79	$22.56
Percent of City total expenditures	1.30%	1.90%	1.48%	1.60%	1.59%	1.78%

*Prior to CY22 the data for the Office space included Flex and Industrial

Objectives for Fiscal Year 2025

1. Continue a revitalization program for Old Town Bowie that coordinates and supports multiple government and community efforts. Cross departmental staff will continue 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.
2. Continue the business retention program with increased promotion of existing tools and programs (e.g. small business training and assistance services and City backed loans).
3. 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.
4. Continue efforts for retail tenant attraction and retention.
5. 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 coordinates small business service providers' resources, including training and counseling.
6. Continue to support the City's Economic Development Committee (EDC).

Significant Budget Changes

None.

ECONOMIC DEVELOPMENT

Activity: #197	Department: City Manager
Fund: General	Function: General Government

Expenditures

	ACTUAL 2022-2023	BUDGET 2023-2024	ESTIMATED 2023-2024	PROPOSED 2024-2025	ADOPTED 2024-2025	Pct. Change
Personal Services	294,540	344,300	329,800	362,200	-	5.2%
Contractual Services	418,283	296,600	247,900	361,900	-	22.0%
Commodities	6,481	12,500	10,500	13,000	-	4.0%
Other Charges	161,060	539,400	379,500	553,000	-	2.5%
Total	880,364	1,192,800	967,700	1,290,100	-	8.2%

Personal Services - Full Time Equivalents

	FY23	FY24	FY25
Director, Economic Development	1.0	1.0	1.0
Business Retention Specialist	1.0	1.0	1.0
Economic Development Intern	.4	.4	.4
Total	2.4	2.4	2.4

♦ ***Salaries and Wages*** ***265,300***
Salaries and Wages paid to full-time and part-time employees.

♦ ***Fringe Benefits*** ***96,900***
Fringe benefits related to full-time and part-time salaries and wages: FICA, contributions to employee annuities, unemployment compensation, workers compensation, hospitalization/medical insurance, prescription plan, life insurance and weekly indemnity, optical/dental plan.

Contractual Services

♦ ***Advertising (01197-51105)*** ***155,000***
Advertising in local and regional publications to support business attraction, expansion, and retention.

♦ ***Professional Services (01197-51125)*** ***131,000***
Includes funding to implement an adopted economic development strategy; and service fees for maintenance and operation of the City's revolving loan program. Also includes hosting of brokers or prospect events, advertising, and graphic design agency support services. Includes support for business retention and attraction events.

♦ ***Subscriptions – Licenses (01197-51128)*** ***55,700***
Commercial real estate databases; retail tenant databases; and SaaS including CRM to support economic development operations and research.

♦ ***Travel and Training (01197-51145)*** ***19,000***
Attendance at meetings of Chambers of Commerce, and Prince George's and State agencies. Participation in various marketing trips and attendance for staff professional training.

ECONOMIC DEVELOPMENT

Activity: #197	Department: City Manager
Fund: General	Function: General Government

♦ ***Rentals-Other (01197-51225)*** ***1,200***

Annual charge per long-term lease agreement to provide additional parking in Old Town Bowie.

Commodities

♦ ***Materials, Supplies & Minor Equipment (01197-52005)*** ***13,000***

Purchase marketing materials for trade shows and local efforts.

Other Charges

♦ ***Municipal Grants (01197-55050)*** ***487,000***

To support efforts in Old Town Bowie and to fund the City's contribution to the Bowie Business Innovation Center, the Small Business Development Center, the Procurement Technical Assistance Center, the Maryland Women's Business Center; support grants to State and County non-profits supporting the city's economic development efforts. Incentives for Inovalon retention.

♦ ***Revolving Loan/Grant Fund (01197-55080)*** ***50,000***

Increase capitalization of the Bowie Revolving Loan Fund.

♦ ***Subscriptions and Memberships (01197-55090)*** ***16,000***

Memberships and subscriptions to Greater Washington BOT, BREI, CDFA, CoreNET Global, ICSC, NAIOP, NBIA, and other organizations and publications.

EMERGENCY MANAGEMENT

Activity: #220	Department: City Manager
Fund: General	Function: Public Safety

Description

The Emergency Management Office plans, organizes and directs the Emergency Management programs for the City of Bowie and coordinates the planning, organization, and execution of local Emergency Management activities. This office represents the community on all Emergency Management matters and coordinates activities with other local, State, Federal, non-profit, and private agencies.

The Emergency Management Office oversees the development, maintenance, and annual review of the City's Emergency Operations Plan (EOP) and other emergency preparedness plans as required. In addition, the office establishes, maintains, and runs the City of Bowie Emergency Operations Center (EOC). During an emergency, the Emergency Management Office coordinates community resources, reports activities and conditions to State Emergency Management, and requests assistance as needed. The office also coordinates damage assessment activities and promptly reports all damage assessment to the County.

Additionally, the Emergency Management Office provides a wide variety of emergency preparedness and emergency response training opportunities for staff and various community groups, including classes on emergency preparedness, CPR, and Incident Command. This office also coordinates with the Bowie Police Department on active shooter preparedness and response. The Emergency Management Office is further responsible for the oversight of the City's purchase, training and maintenance of Automatic External Defibrillators (AED).

As a member of the Facility Security Working Group, the Emergency Manager works with the group to develop security policies and procedures, conduct regular facility vulnerability assessments, coordinate site monitoring and security contract services at all City of Bowie facilities.

The City provides ongoing support to the Bowie Volunteer Fire Department (BVFD) to assist with the delivery of their services to the Bowie community. The Emergency Manager serves as the liaison between the Department and City management to ensure that both entities work towards common goals.

Objectives and Results for Fiscal Year 2024

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

- ♦ *Completed Emergency Action Plan for the City Gym. Development of the Emergency Action Plan for the Ice Arena is underway.*

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

- ♦ *The Office of Emergency Management conducted several training sessions with EOC representatives, established Position Specific Taskbooks for each position in the EOC and conducted an Intermediate Functions for EOC Operations class this Spring for all EOC representatives.*

C. Enhance employee preparedness, Public Safety Committee and Green Team knowledge by conducting quarterly training programs to include topics such as CPR, Emergency Preparedness, and Incident Command.

- ♦ *To date, the Office of Emergency Management has conducted three CPR/AED training sessions for staff. The Office has also conducted staff seminars on Hurricane and Winter Weather Preparedness. Finally, the Office has met three*

EMERGENCY MANAGEMENT

Activity: #220	Department: City Manager
Fund: General	Function: Public Safety

times this year with the Public Safety Committee to provide updates on emergency management preparedness.

♦

D. Develop a Strategic Plan for the Office of Emergency Management by May 31, 2024.

♦ *Due to two vacancies in the office, this has been delayed. It is anticipated the Strategic Plan will be completed by the end of the fiscal year once staff is hired.*

E. Conduct an emergency response related functional or tabletop exercise by May 31, 2024.

♦ *A full scale active shooter exercise was conducted on October 11, 2023 in coordination with the Bowie Police Department and the Prince George's County Police Department.*

F. Conduct a functional exercise to test EOC Operations by May 31, 2024.

♦ *A functional exercise was incorporated into the 3-day Intermediate Functions of EOC Operations class in February.*

Workload and Performance Indicators

	CY23	CY24	CY25
Internal training seminar attendance	400	500	500
Number of emergency preparation packets distributed	2,500	2,500	3,000
Emergency preparation/management outreach meetings organized	30	35	35
Staff trained in CPR/AED/First Aid	150	150	175
Emergency Operations Center Activations	10	10	12

Fiscal Year	2023	2024	2025
Expenditures per capita	$6.47	$7.79	$11.22
Percent of City total expenditures	0.68%	0.74%	0.89%

Objectives for Fiscal Year 2025

1. Continue the development and updates of Emergency Action Plans for all City-owned facilities.
2. Establish an Emergency Preparedness Outreach program to educate the public, Homeowners Associations, Businesses and other organizations on how to be prepared for and prevent emergencies.
3. Conduct an emergency response related functional or tabletop exercise by May 31, 2025.
4. Coordinate and conduct an Emergency Preparedness Expo for the community in September, 2024.

Significant Budget Changes

None.

EMERGENCY MANAGEMENT

Activity: #220	Department: City Manager
Fund: General	Function: Public Safety

Expenditures

	ACTUAL 2022-2023	BUDGET 2023-2024	ESTIMATED 2023-2024	PROPOSED 2024-2025	ADOPTED 2024-2025	Pct. Change
Personal Services	227,433	359,200	201,600	373,200	-	3.9%
Contractual Services	10,679	16,600	8,700	17,700	-	6.6%
Commodities	24,740	78,300	69,500	81,500	-	4.1%
Other Charges	114,387	169,000	169,000	169,400	-	0.2%
Total	377,239	623,100	448,800	641,800	-	3.0%

Personal Services - Full Time Equivalents

	FY23	FY24	FY25
Director, Emergency Management	1.0	1.0	1.0
Emergency Management Specialist	1.5	2.0	2.0
Total	2.5	3.0	3.0

♦***Salaries and Wages*** ***270,400***

Salaries and Wages paid to full time and part time employees.

♦***Fringe Benefits*** ***102,800***

Fringe benefits related to full time and part time salaries and wages: FICA, contributions to employee annuities, unemployment compensation, workers compensation, hospitalization/medical insurance, prescription plan, life insurance and weekly indemnity, optical/dental plan.

Contractual Services

♦***Professional Services (01220-51125)*** ***3,000***

Amount provided for contractual services which are outside the capabilities of City personnel and equipment.

♦***Travel and Training (01220-51145)*** ***14,700***

Attendance at Emergency Management and public safety seminars and disaster preparedness training.

Commodities

♦***Material, Supplies and Minor Equipment (01220-52005)*** ***81,500***

Medical supplies for shelter and first aid kits, disaster preparedness materials, CPR equipment, equipment for surveillance trailer, EOC equipment, food for training events and EOC activations, weather station and other miscellaneous supplies. Replacement AEDs and parts for City facilities.

EMERGENCY MANAGEMENT

Activity: #220	Department: City Manager
Fund: General	Function: Public Safety

Other Charges

♦***Program Supplement (01220-55065)*** ***167,000***

Grant from City to Bowie Volunteer Fire Department to assist with CPR for Bowie, membership recruitment, fire prevention, training, fund drive, disability insurance, incentive life insurance, upgrade computer hardware and software, minor maintenance, and purchase of supplies at station, vehicle insurance, membership uniforms and emergency response vehicle supplies. In addition to this amount, the City transfers an additional amount to the Equipment Acquisition and Replacement Fund for future replacement of fire apparatus.

♦***Subscriptions and Memberships (01220-55090)*** ***2,400***

Subscription to periodicals and membership to professional organizations.

POLICE DEPARTMENT

Activity: #230	Department: Police Department
Fund: General	Function: Public Safety

Description

The Police Department protects the lives and property of our citizens and businesses, while focusing on proactive community engagement, trust building and responsiveness. Duties include patrol, responding to calls for service, identifying and apprehending suspected criminals, traffic safety enforcement along with community service and events.

The Department strives to identify and adjust to community needs through communication, engagement, and partnerships. The Communication Center serves as vital link between the Officers, the residents and other City Departments. The Department received certification on Accreditation for Law Enforcement Agencies (CALEA) on November 13, 2020. The Department currently has a Traffic Unit, Investigative Unit and a Community Services Unit, which includes the School Resource Officer. The Department continues to work in partnership with the Prince George’s County Police Department. This partnership includes sharing training opportunities, joint initiatives, and information sharing. The Prince George’s County Police Department provides follow up investigative services in the City of Bowie for rape, murder, as well as some technical support in the areas of drug analysis, fingerprint identification and special operations such as the helicopter unit, and hostage/barricade incidents.

Objectives and Results for Fiscal Year 2024

A. Conduct a desk audit on sworn administrative positions to determine benefits of civilianization by December 31, 2024.

STATUS – The Records Supervisor position has been converted from a sworn supervisory position to a civilian position effective January 1, 2024. It was found that it was not cost effective to do a desk audit.

B. Implement scenario-based training for First Line Supervisors to ensure confidence and competence in managing critical scenes.

STATUS – Two patrol squads participated in a full-scale active assailant exercise at City Hall. Additional training will be conducted for each patrol squad that will focus on clearing buildings and managing critical incidents. This objective will be completed by June 30, 2023.

C. Utilize trained volunteers to conduct citizen contacts for cases with no obvious leads.

STATUS – Several volunteers were interviewed to serve in this capacity. However, most were not willing to submit to the comprehensive background investigation that is required for access to sensitive and confidential matters. Civilian volunteers are currently utilized to support community events and community outreach. This objective has been completed.

POLICE DEPARTMENT

Activity: #230	Department: Police Department
Fund: General	Function: Public Safety

Workload and Performance Indicators

Calendar Year	2019	2020	2021	2022	2023
Residential burglary reports	35	31	32	21	26
Commercial burglary reports	17	37	16	25	27
Assault reports	166	217	206	248	342
Auto theft reports	63	42	54	116	229
Robbery reports	26	18	18	21	33
Theft reports	755	555	592	641	990
Moving violations	15,888	5,742	4,204	3,129	4,370
Code, Ranger, Animal Control Assignments	2,572	6,640	3,900	2,338	1,431
Total police calls for service	36,287	37,898	32,438	26,247	38,196
Speed camera infractions	14,325	16,278	20,370	16,147	39,627

Calendar Year	2021	2022	2023	2024	2025
Sworn Officer Reported to State Aid	63	63	55.0	55.0	
Fiscal Year	**2021**	**2022**	**2023**	**2024**	**2025**
Expenditures per Capita	$219.09	$228.00	$229.44	$233.48	$288.98
Percent of City total expenditures	26.19%	25.24%	24.30%	22.12%	22.80%

Objectives for Fiscal Year 2025

1. Develop, employ and complete a comprehensive marketing and recruitment strategy geared toward identifying and hiring vacant positions for sworn officers, dispatchers, and other police department positions by June 30, 2025.
2. Develop and implement a three-prong approach based upon education, prevention and enforcement focused on vehicular, cyclist and pedestrian safety. This plan will consist of information sharing through social media and other publications, community meetings, and directed enforcement efforts by June 30, 2025.
3. Develop a comprehensive training program to develop sworn and civilian members for supervisory positions by June 30, 2025.

Significant Budget Changes

Addition of one FTE Police officer at $ 119,523.

Expenditures

	ACTUAL 2022-2023	BUDGET 2023-2024	ESTIMATED 2023-2024	PROPOSED 2024-2025	ADOPTED 2024-2025	Pct. Change
Personal Services	11,893,384	13,989,600	11,781,900	14,517,100	-	3.8%
Contractual Services	1,016,319	1,254,300	1,120,600	1,406,300	-	12.1%
Commodities	464,714	549,300	549,300	596,200	-	8.5%
Other Charges	8,477	7,000	7,000	8,000	-	14.3%
Total	13,382,894	15,800,200	13,458,800	16,527,600	-	4.6%

POLICE DEPARTMENT

Activity: #230	Department: Police Department
Fund: General	Function: Public Safety

Personal Services - Full Time Equivalents

	FY23	FY24	FY25
Chief of Police	1.0	1.0	1.0
Deputy Chief of Police	1.0	1.0	1.0
Captain	1.0	1.0	1.0
Lieutenant	4.0	4.0	4.0
Sergeant	9.0	8.0	8.0
Corporals	19.0	19.0	18.0
Master Police Officer	9.0	9.0	10.0
Police Officer First Class	12.0	12.0	6.0
Police Officer	11.0	11.0	18.0
Executive Administrative Assistant	1.0	1.0	1.0
Public Information Intelligence Spec	1.0	1.0	1.0
Police Records Supervisor	-	1.0	1.0
Crime Scene Investigator	1.0	1.0	1.0
Administrative Assistant	2.0	2.0	2.0
Police Property/Evidence Manager	1.0	1.0	1.0
Communication Supervisor	1.0	1.0	1.0
Communication Specialist II	8.0	8.0	8.0
Communication Specialist III	4.0	4.0	4.0
Parking Enforcement Officer	.5	.5	.5
Total	86.5	86.5	87.5

♦***Salaries and Wages*** ***9,257,800***
Salaries and Wages paid to full time and part time employees.

♦***Fringe Benefits*** ***5,259,300***
Fringe benefits related to full time and part time salaries and wages: FICA, contributions to employee annuities, unemployment compensation, workers compensation, hospitalization/medical insurance, prescription plan, life insurance and weekly indemnity, optical/dental plan.

Contractual Services

♦***Insurance (01230-51115)*** ***165,300***
Annual premium for automobile liability and police professional liability.

♦***Professional Services (01230-51125)*** ***763,900***
Includes Speed Camera Program costs and other contractual services which are outside the capabilities of City personnel and equipment.

♦***Subscription Software (01230-51126)*** ***33,100***
Software solutions.

♦***Subscription Maintenance (01230-51127)*** ***15,500***
Maintenance for software subscriptions.

♦***Subscription License (01230-51128)*** ***14,000***
Software licensing that provides use of the software.

POLICE DEPARTMENT

Activity: #230	Department: Police Department
Fund: General	Function: Public Safety

♦***Travel and Training (01230-51145)*** ***98,000***
Funds for Police Officer training and development.

♦***Communications (01230-51205)*** ***80,200***
For telephone services incurred by the Police Department.

♦***Repair and Maintenance Vehicles (01230-51230)*** ***236,300***
This provides for the preventative maintenance and repairs of all police vehicles.

Commodities

♦***Materials, Supplies & Minor Equipment (01230-52005)*** ***229,100***
Computers, printers, telephones, cell phones and office furniture. Also includes minor office supplies, training materials, and research materials.

♦***Operating Supplies (01230-52010)*** ***237,500***
For the purchase of gasoline, motor oil, tires, and automobile parts for all Police vehicles.

♦***Weapons and Ammunition (01230-52011)*** ***55,100***
Weapons and ammunition.

♦***Operating Supplies – Police Explorers (01230-52016)*** ***12,000***
Uniforms, supplies and safety equipment for Police Explorer Program.

♦***Protective Apparel (01230-52020)*** ***62,500***
Uniforms and safety apparel.

Other Charges

♦***Program Supplement (01230-55065)*** ***4,000***
A grant from the City of Bowie to assist homeowners to install cameras in their homes.

♦***Subscriptions and Memberships (01230-55090)*** ***4,000***
Subscriptions and membership dues.

INFORMATION TECHNOLOGY

INFORMATION TECHNOLOGY

Activity: #145	Department: Information Technology
Fund: General	Function: General Government

Description

The Information Technology Department delivers economical technology products, solutions, and services to all City departments. The major goal of the department is to ensure sound technological solutions are implemented to assist departments with the delivery of City services, by providing reliable communications and modern infrastructure. This goal is accomplished by collaborating with City departments to plan for the efficient and effective use of technology.

Objectives and Results for Fiscal Year 2024

A. Implement the new Code Enforcement, Animal Control, and Permitting software that was selected in FY2023. Implementation to be completed by June 30, 2024.
   - ♦ *Request for proposal documentation was released in January 2024. A vendor will be selected by the end of April 2024. Implementation will start after vendor selection and will continue into FY25.*

B. Redesign the network at the core to improve the topology and flow of network traffic. This will be completed by May 31, 2024.
   - ♦ *Redesign documentation will be completed early May 2024. Equipment needed to complete redesign will be purchased once the plan is complete.*

C. Create an intranet for City employees that would serve as a portal to internal and external resources. This would enable employees to communicate, collaborate, and share documents and other information. Intranet to be completed by May 31, 2024.
   - ♦ *The SharePoint framework for the new intranet has been set up and the key stakeholders have been identified. Requirements gathering from various departments will conclude by June 30, 2024. The "go live" date will need to be moved to FY25 due to unforeseen delays with other large projects.*

D. Renovate the Information Technology space at Kenhill Center for staff use. This will include rooms for IT functionality as well as double space for continuity of operations for emergency situations. The department will work with Emergency Management on that functionality. Work to be completed by June 30, 2024.
   - ♦ *The space at Kenhill was cleaned and recarpeted by Community Services in August 2023. New network connections were installed in all the offices in December 2023. All network connections at Kenhill Center were upgraded to new equipment and the server room wiring was cleaned up. That work was completed in February 2024. New office furniture will be selected and purchased by May 1, 2024.*

INFORMATION TECHNOLOGY

Activity: #145	Department: Information Technology
Fund: General	Function: General Government

Workload and Performance Indicators

	FY20	FY21	FY22	FY23	FY24	FY25
Citizen service requests	6,746	10,248	9,011	9,662	9,400	9,500
Number of computers	377	393	412	385	388	395
Number of servers	69	68	70	82	86	90
Networked facilities	15	15	15	15	15	15
GIS Layers	357	378	432	446	471	490
Telephone calls (in/out bound) in thousands	436	370	359	317	319	320
Web page total users (in thousands)	406	443	445	434	-	-
Web page percent viewed by mobile users	52%	43%	39%	36%	-	-
IT tickets resolved	3,266	2,588	3,584	3,411	3,700	3,900
Teams Calls	-	-	-	-	11,100	11,500
Expenditures per capita	$49.00	$46.44	$50.64	$53.89	$72.29	$81.64
Percent of City total expenditures	5.72%	5.55%	5.61%	5.71%	6.85%	6.44%

Objectives for Fiscal Year 2025

1. Upgrade the networking equipment located at the Public Works facility. This work will include evaluating the network space at the facility and determining the best way to secure the equipment from unauthorized access. Unused equipment and wires will be cleaned up and necessary equipment will be upgraded where necessary. Plan for upgrade will be completed by September 30, 2024, and work will be completed by January 31, 2025.
2. Evaluate the current process for deploying smartphones and tablets to staff. Find new tools to streamline the process of deploying and reconfiguring devices to save staff time. Revamp the mobile device management utility to provide more efficient management of devices and create a user portal for employee self-service to complete some tasks. This will be completed by March 31, 2025.
3. Improve security of the network by conducting two assessments of the user base to determine their level of risk. All "at risk" users will receive additional training and educational support. First assessment will be completed by December 31, 2024, and second assessment will be completed by June 30, 2025.
4. Review existing hardware and software that is utilized by the Information Technology department and look for ways to consolidate services or products for cost savings. Task to be completed by December 31, 2024.
5. The City of Bowie is committed to advancing its Smart City Initiative, a three-phase project aimed at transforming the City through technology and innovation. The goal of this initiative is to enhance urban efficiency, sustainability, and quality of life through the integration of technology and data-driven solutions. All objectives for Phase 1 are to be delivered by December 31, 2024.

Significant Budget Changes

Addition of one FTE Telecom Administrator (Grade X-114) at $86,287.

INFORMATION TECHNOLOGY

Activity: #145	Department: Information Technology
Fund: General	Function: General Government

Expenditures

	ACTUAL 2022-2023	BUDGET 2023-2024	ESTIMATED 2023-2024	PROPOSED 2024-2025	ADOPTED 2024-2025	Pct. Change
Personal Services	1,825,061	2,127,100	2,038,700	2,303,600	-	8.3%
Contractual Services	1,158,428	1,756,200	1,742,200	2,006,400	-	14.2%
Commodities	160,007	398,100	385,800	358,800	-	-9.9%
Other Charges	-	500	500	500	-	0.0%
Total	3,143,496	4,281,900	4,167,200	4,669,300	-	9.0%

Personal Services - Full Time Equivalents

	FY23	FY24	FY25
Director, Information Technology	1.0	1.0	1.0
Assistant Director, Information Technology	1.0	1.0	1.0
GIS Program Manager	1.0	1.0	1.0
Digital Applications Specialist I	1.0	1.0	1.0
Digital Applications Specialist II	1.0	1.0	1.0
System Administrator	2.0	2.0	2.0
Technology Specialist	4.0	4.0	4.0
Telecom Administrator	1.0	1.0	2.0
Digital Infrastructure and Innovation Manager	1.0	1.0	1.0
Network Administrator	1.0	1.0	1.0
IT Operations Coordinator	1.0	1.0	1.0
GIS Specialist	1.0	1.0	1.0
Systems Architect	1.0	1.0	1.0
Help Desk Lead	-	1.0	1.0
Total	17.0	18.0	19.0

♦ ***Salaries and Wages*** — ***1,754,000***
Salaries and Wages paid to full-time and part time employees.

♦ ***Fringe Benefits*** — ***549,600***
Fringe benefits related to full time and part time salaries and wages: FICA, contributions to employee annuities, unemployment compensation, workers compensation, hospitalization/medical insurance, prescription plan, life insurance and weekly indemnity, optical/dental plan.

Contractual Services

♦ ***Professional Services (01145-51125)*** — ***186,000***
Programming costs for systems modifications and offsite data storage.

♦ ***Subscription Services - Software (01145-51126)*** — ***792,400***
Software as a service (SaaS) solutions.

♦ ***Subscription Maintenance (01145-51127)*** — ***105,100***
Maintenance for software subscriptions.

INFORMATION TECHNOLOGY

Activity: #145	Department: Information Technology
Fund: General	Function: General Government

♦***Subscription Licenses (01145-51128)*** ***325,400***
Software licensing that provides use of the software.

♦***Travel and Training (01145-51145)*** ***50,500***
Expenses for educational training of departmental staff and to provide ongoing training to all departments.

♦***Communications (01145-51205)*** ***346,700***
For communication services to all buildings, cellular devices, Wi-Fi, video conferencing and telephone maintenance contracts.

♦***Equipment Rental (01145-51215)*** ***1,500***
Provides for the Maryland Interagency Law Enforcement System (MILES) access fee.

♦***Repair and Maintenance (01145-51230)*** ***188,800***
Annual maintenance contracts for hardware and software.

♦***Repair and Maintenance - Buildings (01145-51235)*** ***10,000***
Installation of cable for additional hardware on the network.

Commodities

♦***Materials, Supplies & Minor Equipment (01145-52005)*** ***358,800***
To provide for cost of computers, servers, monitors, printers, print management services and other computer related supplies.

Other Charges

♦***Subscriptions and Memberships (01145-55090)*** ***500***
Subscriptions to periodicals and membership to professional organizations.

FINANCE

FINANCE

Activity: #140	Department: Finance
Fund: General	Function: General Government

Description

The Finance Department functions to provide financial information needed for policy and administrative decisions. The financial information is used: (1) to assess the existing financial position of the City as a whole, or of a particular fund, program, or department; (2) to forecast this financial position over a given future time; and (3) to monitor and control the flow of revenues and expenditures to maintain accountability for funds, and to operate the City within legal and budgetary constraints.

Objectives and Results for Fiscal Year 2024

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

- ♦ *Submitted the FY2023 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-nine consecutive years (Fiscal Years 1974-2022).*

- ♦ *Received the Distinguished Budget Presentation Award for the FY2024 Adopted Budget. The City has received a Distinguished Budget Presentation award for the last twenty-nine consecutive years (Fiscal Years 1996-2024).*

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

- ♦ *The annual budget process begins in January 2024 with the annual budget guidance meeting. The budget process will conclude with Council adoption of the FY2025 budget in May 2024. The audit for the period covering July 1, 2022, through June 30, 2023, concluded on December 30, 2023. The Annual Comprehensive Report and Uniform Financial Report were both submitted to the State of Maryland.*

- ♦ *The mid-year process began in December 7 2023. Information from each department was compiled by the City Manager's office and the Finance Department and presented to the City Council on February 15, 2024.*

FINANCE

Activity: #140	Department: Finance
Fund: General	Function: General Government

Workload and Performance Indicators

	FY20	FY21	FY22	FY23	FY24	FY25
Bond Credit Rating - Moody's	Aaa	Aaa	Aaa	Aaa	Aaa	Aaa
Bond Credit Rating - Standard & Poor's	AAA	AAA	AAA	AAA	AAA	AAA
Bond Credit Rating - Fitch	AAA	AAA	AAA	AAA	AAA	AAA
Accounts Payable invoices paid	15,347	13,768	15,024	15,060	15,080	15,100
Payroll checks/direct deposits issued	11,796	11,436	11,626	11,700	11,999	12,100
Number of purchase orders issued	456	392	463	459	458	450
Number of cash receipt transactions	51,029	52,938	50,654	48,100	47,731	48,000
Number of mulching mower/blade rebates	72	130	144	150	153	150
Number of real property tax accounts	21,649	21,654	21,665	22,088	22,088	22,100
Number of personal property tax bills issued	1,365	1,190	1,196	1,150	1,060	1,100
Percent of current property tax levy delinquent	1.40%	1.40%	1.20%	1.60%	1.60%	1.60%
Expenditures per capita	$18.45	$18.68	$21.61	$23.63	$26.79	$30.27
Percent of City total expenditures	2.15%	2.23%	2.39%	2.50%	2.54%	2.39%

Objectives for Fiscal Year 2025

1. Maintain the City's Certificate of Achievement for Financial Reporting and Distinguished Budget Presentation Award.
2. Coordinate the annual budget process. Fiscal year-end audit and mid-year budget review presentation.

Significant Budget Changes

Add new Accountant I (Grade X-112) position to process all HR related services at $67,957. Create new classification to reclass current Accounting Technician (Grade X-108) position to Accounting Technician I (Grade X-109) at $1,501. Reclass four Accounting Technician Senior (Grade X-110) positions to a new title of Accounting Technician III (Grade X-111) at $13,163.

Expenditures

	ACTUAL 2022-2023	BUDGET 2023-2024	ESTIMATED 2023-2024	PROPOSED 2024-2025	ADOPTED 2024-2025	Pct. Change
Personal Services	1,246,396	1,350,200	1,341,500	1,471,000	-	8.9%
Contractual Services	121,358	200,900	190,500	230,900	-	14.9%
Commodities	6,545	7,000	7,300	23,700	-	238.6%
Other Charges	4,112	5,300	4,900	5,700	-	7.5%
Total	1,378,411	1,563,400	1,544,200	1,731,300	-	10.7%

FINANCE

Activity: #140	Department: Finance
Fund: General	Function: General Government

Personal Services - Full Time Equivalents

	FY23	FY24	FY25
Director, Finance	.7	.7	.7
Assistant Director, Finance	.8	.8	.8
Lead Accountant	.8	.8	.8
Chief Contracting Officer	1.0	1.0	1.0
Accountant II	.8	1.6	1.6
Accountant I	.9	-	.9
Finance Budget Specialist	.8	.8	.8
Executive Office Associate	.7	.7	.7
Accounting Technician Supervisor	.8	.8	.8
Payroll Specialist	.8	.8	.8
Accounting Technician III	-	-	3.0
Accounting Technician, Senior	3.0	3.0	-
Accounting Technician I	-	-	.5
Accounting Technician	.5	.5	-
P/T Accounting Technician	.2	.2	.2
Total	11.8	11.7	12.6

♦***Salaries and Wages*** ***1,119,400***

Salaries and Wages paid to full-time and part-time employees.

♦***Fringe Benefits*** ***351,600***

Fringe benefits related to full time and part time salaries and wages: FICA, contributions to employee annuities, unemployment compensation, workers compensation, hospitalization/medical insurance, prescription plan, life insurance and weekly indemnity, optical/dental plan.

Contractual Services

♦***Independent Auditing and Accounting (01140-51110)*** ***80,200***

Proportionate share of annual audit fees, costs for arbitrage compliance and calculation services, Government Finance Officers Association of the United States and Canada (GFOA) review of Annual Comprehensive Financial Report (ACFR) and Adopted Budget, and other related services.

♦***Professional Services (01140-51125)*** ***87,400***

Amounts provided for armored car services, bank fees, temporaries, and actuaries.

♦***Subscription Services Software (01140-51126)*** ***25,200***

To provide the right to use software for operation of City business.

♦***Travel and Training (01140-51145)*** ***22,100***

Transportation and expenses, attendance of Finance Director at the national convention of GFOA. Attendance at Maryland Government Finance Officers' Association and other finance related conferences, seminars, and work sessions. The mileage reimbursement rate for use of personal automobiles is governed by Internal Revenue Service regulations.

FINANCE

Activity: #140	Department: Finance
Fund: General	Function: General Government

♦ ***Equipment Rental (01140-51215)*** ***15,000***

Offsite record storage.

♦ ***Repair and Maintenance (01140-51230)*** ***1,000***

Repairs and maintenance on accounting equipment.

Commodities

♦ ***Material, Supplies and Minor Equipment (01140-52005)*** ***23,700***

To provide for the cost of the consumable items unique to the Finance Department such as forms and other office equipment and supplies. Also includes scanners, label makers and label maker supply to implement AP Workflow.

Other Charges

♦ ***Subscriptions and Memberships (01140-55090)*** ***5,700***

Finance Director and staff dues for Government Finance Officers Association, Maryland Government Finance Officers Association and subscriptions to journals and periodicals and the Governmental Accounting Standards Board subscription service.

COMMUNITY SERVICES

ADMINISTRATION

Activity: #170	Department: Community Services
Fund: General	Function: General Government

Description

The Department of Community Services is committed to enhancing the welfare of individuals and families within the community by offering a diverse array of programs and services. Its overarching goal is to enhance the quality of life for City residents through an extensive range of initiatives, including recreation and social services programs, community outreach, public art management, coordination of special events, facility management, municipal code compliance, oversight of capital improvement projects, and collaboration with City Committees.

At the heart of the Department of Community Services is the Administration division, which serves as the central hub overseeing 12 service divisions. Through its broad mandate, the department actively contributes to community improvement by providing social services, engaging in community outreach, organizing recreational activities, and managing facilities.

Objectives and results for Fiscal Year 2024

A. With Information Technology, implement Code Compliance, Rental Housing Inspections, Animal Control and Construction Permitting software solution and train appropriate staff by December 31, 2023.
   - ♦ *Staff is prepared to initiate training once software is procured.*

B. Develop a fee waiver/discount program for low-income residents to provide affordable participation in City recreation programs by December 31, 2023.
   - ♦ *This objective is completed.*

C. Evaluate Public Facilities on ADA accessibility and develop a budget that phases in improvements. Budget proposal to be submitted January 2024.
   - ♦ *This objective is complete. A multi-year CIP is proposed with the first phase to include ADA enhancements at Allen Pond Park.*

D. Collaborate with the Communications Division to integrate the City's new branding into all relevant communications across the Department by April 30, 2024.
   - ♦ *This objective is complete.*

E. Work in partnership with Department of Public Works to design the new Bowie Ice Arena by June 30, 2024.
   - ♦ *This objective is ongoing.*

Activity: #170	Department: Community Services
Fund: General	Function: General Government

Workload and Performance Indicators

	FY20	FY21	FY22	FY23	FY24	FY25
Number of Projects*	100	85	98	99	93	92
Events Sponsored / Cosponsored	323	146	242	314	351	381
Number of Buildings in Department	29	32	32	32	32	33
Number of City Parks	22	22	23	23	23	23
Number of City Playgrounds	10	10	11	11	11	10
City Committees Supported	6	7	7	7	7	7
Number of Committee Activities	89	82	92	110	104	105
Dwelling Units per Code Compliance Officer	3,332	3,871	3,906	4,186	4,186	4,200
Rental Units per Rental Inspector	3,500	1,760	1,663	1,700	1,900	1,900
Residents Served per Animal Control Officer	29,200	29,500	29,145	29,145	29,057	29,200
Expenditures per Capita	$12.62	$16.28	$18.48	$19.46	$22.51	$26.69
Percent of City Total Expenditures	1.47%	1.95%	2.05%	2.06%	2.13%	2.11%

*From FY18, this indicator was modified to measure the number of projects directly involving Community Services.

Objectives for Fiscal Year 2025

1. Collaborate with the Department of Planning and Sustainability to establish the City's first pollinator beehive on the green roof at City Hall by July 30, 2024.
2. Stratify the Contract/Permits Specialist position to include Trainee, I, II, and III by July 31, 2024.
3. Establish an EV bicycle fleet to be used as part of the pool vehicle fleet, and by code compliance officers and park rangers for patrols, demonstrating the organization's commitment to sustainability and fostering employee health and wellness. Fleet to be established by August 31, 2024.
4. Establish a cross-divisional Community Enhancement Task Force to provide quick response to address sidewalk obstructions, illegal dumping, littering remediation, illegal signage removal, disposal of deceased animals, and other relevant community concerns on public rights-of-way by August 31, 2024.
5. Enhance ADA accessibility through an Accommodations program that will be utilized to fulfill mandated accommodation requests for individuals participating in City-sponsored recreational programming, meetings, and events by September 30, 2024.
6. Enhance White Marsh Park by incorporating a natural playground area that utilizes the existing topography and natural materials to establish an open-ended outdoor play space where children can engage with the environment. Play structures will be crafted from tree stumps, logs, rocks, and other natural elements, providing diverse opportunities for children to reconnect with nature. The installation is scheduled for completion by March 31, 2025.
7. Manage the design and engineering for a new indoor court facility at Church Road. The Sports Facility Advisory (SFA) recommended program is for 61,373 square feet to include five (5) hardwood basketball courts (84' x 50') lined for multiple sports including basketball, volleyball, and pickleball. The goal is to finalize a contract with a design firm by January 2025.

ADMINISTRATION

Activity: #170	Department: Community Services
Fund: General	Function: General Government

Significant Budget Changes

Stratification of the Contract/Permit Specialist to Contract/Permit Specialist Trainee (Grade Y-112), Contract/Permit Specialist I (Grade Y-113), Contract/Permit Specialist II (Grade Y-114) and Contract/Permit Specialist III (Grade Y-115) at $5,312.

Expenditures

	ACTUAL 2022-2023	BUDGET 2023-2024	ESTIMATED 2023-2024	PROPOSED 2024-2025	ADOPTED 2024-2025	Pct. Change
Personal Services	935,809	1,022,100	970,000	993,000	-	-2.8%
Contractual Services	5,993	264,100	81,500	251,000	-	-5.0%
Commodities	25,164	53,900	53,300	66,500	-	23.4%
Other Charges	168,209	193,500	193,000	216,000	-	11.6%
Total	1,135,175	1,533,600	1,297,800	1,526,500	-	-0.5%

Personal Services - Full Time Equivalents

	FY23	FY24	FY25
Director, Community Services	1.0	1.0	1.0
Assistant Director, Community Services	1.0	1.0	1.0
Project Manager	1.0	1.0	1.0
Community Outreach Specialist	1.0	-	-
Community Outreach Program Manager	-	1.0	1.0
Contracts/Permit Specialist (I & II)	1.0	1.0	1.0
Executive Office Manager	1.0	1.0	1.0
Administrative Associate	2.0	-	-
Administrative Assistant	-	2.0	2.0
Total	8.0	8.0	8.0

♦***Salaries and Wages*** ***733,600***

Salaries and Wages paid to full time and part time employees.

♦***Fringe Benefits*** ***259,400***

Fringe benefits related to full time and part time salaries and wages: FICA, contributions to employee annuities, unemployment compensation, workers compensation, hospitalization/medical insurance, prescription plan, life insurance and weekly indemnity, optical/dental plan.

Contractual Services

♦***Professional Services (01170 - 51125)*** ***235,000***

Contractual services for project management consultants.

ADMINISTRATION

Activity: #170	Department: Community Services
Fund: General	Function: General Government

♦ ***Travel and Training (01170 – 51145)*** ***15,000***
Attendance at seminars, conferences and meetings, funds for employee training and development, travel and mileage reimbursements.

♦ ***Repair and Maintenance – Minor Equipment (01170 – 51230)*** ***1,000***
Items needed to perform various functions throughout the department.

Commodities

♦ ***Materials, Supplies and Minor Equipment (01170 – 52005)*** ***66,500***
To provide for the procurement of office supplies and minor equipment incidental to the operation of the department. Also includes expenditures of the Arts, Diversity, Education and Outreach Committees.

Other Charges

♦ ***Program Supplements (01170 – 55065)*** ***188,000***
Bowie Center for the Performing Arts, Community Based Social Service Program, Emergency Relief Fund, Arts, Education and Outreach Committee grants.

♦ ***Scholarships (01170 – 55085)*** ***25,000***
Arts and Education Scholarships.

♦ ***Subscription and Memberships (01170 – 55090)*** ***3,000***
Subscriptions and memberships in professional organizations.

BUILDING MAINTENANCE

Activity: #180	Department: Community Services
Fund: General	Function: General Government

Description

Building Maintenance is a versatile division specializing in a range of services crucial for the smooth operation of City owned facilities. Focusing on commercial HVAC maintenance, elevator safety, and fire protection systems, this division ensures optimal functioning and reliability of mechanical systems. Their expertise extends to electrical and plumbing work, custodial services, and energy efficiency enhancements, covering everything from aesthetic preservation through painting and drywall services to strategic measures for reducing environmental impact.

Additionally, Building Maintenance manages critical aspects such as generator maintenance for power backup during outages, roofing integrity, and surveillance system installations. Their comprehensive approach includes Project Management, coordinating and overseeing various maintenance projects. Building Maintenance plays a vital role in safeguarding building structures, optimizing systems, and enhancing overall functionality, making them an indispensable component in effective facility management.

Objectives and Results for Fiscal Year 2024

A. Implement the stratification of the Plumber, HVAC, and Building Maintenance Worker series by July 31, 2023.
   - ♦ *Stratification for Plumber and HVAC positions was completed in FY24. The stratification for Building Maintenance Workers and Building Maintenance Mechanics will be completed in FY25.*

B. Install motorized ADA door hardware on all City Hall conference room doors by August 31, 2023.
   - ♦ *This objective is complete.*

C. Complete Playhouse HVAC and roof replacement projects by October 30, 2023.
   - ♦ *This objective is complete.*

D. Facilitate the Information Technology Department expansion to the Kenhill Center by November 30, 2023.
   - ♦ *This objective is complete.*

E. Develop a phased plan for replacement of flooring at City Hall by December 31, 2023.
   - ♦ *Phased flooring replacement is proposed in the FY25 budget spanning over eight (8) years. There is approximately 80,000 square feet of floor space at City Hall. This objective is complete.*

F. Manage and complete the HVAC replacements at Kenhill Center by June 30, 2024.
   - ♦ *Completion of this project is anticipated in Spring 2024.*

BUILDING MAINTENANCE

Activity: #180	Department: Community Services
Fund: General	Function: General Government

Workload and Performance Indicators

	FY20	FY21	FY22	FY23	FY24	FY25
Square feet of building cleaned	201,000	201,000	201,000	201,000	201,000	201,000
Square feet cleaned per full-time equiv.	29,558	28,309	28,309	22,333	22,333	22,333
Square feet of Building Maint and Repairs	299,800	299,800	299,800	299,800	390,800	390,800
Square feet maintained per full-time equiv.	74,950	74,950	74,950	74,950	97,700	78,160
Total Number of Workorders	3,899	1,571	1,790	2,296	2,960	2,900
Percentage of completion	97.70%	97.00%	96.00%	97.00%	96.00%	97.00%
Expenditures per capita	$20.15	$21.25	$21.28	$22.82	$28.34	$30.66
Percent of City total expenditures	2.52%	2.54%	2.36%	2.42%	2.69%	2.42%

Objectives for Fiscal Year 2025

1. Stratify the Building Maintenance Worker positions into a series including Building Maintenance Worker I, II & III by July 30, 2024.
2. Install new flooring in the Kenhill Center multi-purpose room to allow for athletic practice space. Project to be completed by September 30, 2024.
3. Complete Phase 1 of City Hall flooring replacement by May 31, 2025.

Significant Budget Changes

Transfer of one FTE Maintenance Carpenter from the Parks and Grounds to Building Maintenance division at $104,223. Stratification of six Building Maintenance Worker postitions to include Building Maintenance Worker I (Grade Y-106), Building Maintenance Worker II (Grade Y-107), and Building Maintenance Worker III (Grade Y-108) at $18,731.

Expenditures

	ACTUAL 2022-2023	BUDGET 2023-2024	ESTIMATED 2023-2024	PROPOSED 2024-2025	ADOPTED 2024-2025	Pct. Change
Personal Services	844,001	1,017,000	1,021,100	1,107,100	-	8.9%
Contractual Services	402,299	575,900	485,700	509,900	-	-11.5%
Commodities	84,436	128,400	126,400	135,900	-	5.8%
Other Charges	450	500	500	500	-	0.0%
Total	1,331,186	1,721,800	1,633,700	1,753,400	-	1.8%

BUILDING MAINTENANCE

Activity: #180	Department: Community Services
Fund: General	Function: General Government

Personal Services - Full Time Equivalents

	FY23	FY24	FY25
Building Maintenance Superintendent	1.0	1.0	1.0
Building Maintenance Supervisor	1.0	-	-
Building Maintenance Assistant Superintendent	-	1.0	1.0
Custodial Services Supervisor	1.0	1.0	1.0
HVAC Series (Trainee, I, II, & III)	1.0	1.0	2.0
Plumber Series (Trainee, I, II, & III)	1.0	1.0	-
Building Maintenance Mechanic	1.0	1.0	1.0
Building Maintenance Worker (I, II , & III)	5.0	5.0	5.0
Maintenance Carpenter (I, II, & III)	-	-	1.0
P/T Building Maintenance Worker	2.0	2.0	2.0
Total	13.0	13.0	14.0

♦***Salaries and Wages*** ***820,200***
Salaries and Wages paid to full time and part time employees.

♦***Fringe Benefits*** ***286,900***
Fringe benefits related to full time and part time salaries and wages: FICA, contributions to employee annuities, unemployment compensation, workers compensation, hospitalization/medical insurance, prescription plan, life insurance and weekly indemnity, optical/dental plan.

Contractual Services

♦***Professional Services (01180-51125)*** ***40,000***
Contractual engineering services for HVAC, electrical, and structural repairs and improvements.

♦***Travel and Training (01180-51145)*** ***10,000***
Travel and training for custodial staff.

♦***Public Utility Services (01180-51220)*** ***200,000***
For purchase of gas and electricity for City Hall and Kenhill Center

♦***Repair & Maintenance - Buildings (01180-51235)*** ***259,900***
Includes contractual services for electrical, plumbing, heating, air conditioning and other repair services, which are beyond the capabilities of City staff.

Commodities

♦***Materials, Supplies & Minor Equipment (01180-52005)*** ***26,100***
Minor supplies and equipment.

♦***Operating Supplies (01180-52010)*** ***5,800***
Fuel for the generators.

♦***Protective Apparel (01180-52020)*** ***9,000***
Provides for protective clothing and the purchase of custodial uniforms.

BUILDING MAINTENANCE

Activity: #180	Department: Community Services
Fund: General	Function: General Government

♦ ***Repair & Maintenance - Supplies (01180-52030)*** ***95,000***

Lumber, nails, hardware, paint and other materials necessary for the performance of building maintenance. Provides for the purchase of cleaning supplies and paper products.

Other Charges

♦ ***Subscriptions and Memberships (01180-55090)*** ***500***

Subscriptions and memberships in professional organizations.

HOUSING INSPECTION AND CODE COMPLIANCE

Activity: #210	Department: Community Services
Fund: General	Function: Public Safety

Description

Housing Inspection and Code Compliance enforces municipal ordinances related to housing and community standards to ensure safe and healthy living conditions for residents of the community. Through this effort, the Housing Inspection and Code Compliance division helps to prevent the spread of disease, protects property values, and promotes compliance with municipal ordinances and regulations. This division is also responsible for the rental licensing and inspection program, commercial property exterior inspections, and building permit processing. This division works closely with the Parks and Grounds division on the Community Enhancement Program, targeting sidewalk and rights-of-way concerns throughout the City.

Objectives and Results for Fiscal Year 2024

A. Collaborate with Human Resources to update all division position descriptions to appropriately reflect current responsibilities to include the staff assignments outlined in the City's Emergency Operations plan by July 31, 2023.
   - ♦ *This objective is complete.*

B. Collaborate with the Communications Division to restructure the Code Compliance webpages to focus on direct and easy access to common questions and information. Objective to be completed by November 30, 2023.
   - ♦ *This objective is complete.*

C. In collaboration with Emergency Management, conduct quarterly Damage Assessment field exercises with division staff by May 31, 2024.
   - ♦ *One field exercise was completed in August 2023. Three additional field training exercises are being planned for 2024.*

Workload and Performance Indicators

	FY20	FY21	FY22	FY23	FY24	FY25
Number of complaints/cases initiated	4,391	3,940	4,819	3,473	3,500	4,000
Number of code violations cited	4,809	4,232	5,830	4,554	4,500	4,500
Number of municipal infractions issued	681	640	579	936	900	900
Number of cases taken to court	270	267	433	317	450	450
Number of ARB cases (submitted/heard)	30/6	15/11	10/2	42/18	20/10	20/10
Number of parking tickets issued	163	17	-	-	-	
Number of rental inspections/reinspections	1,692	2,202	2,948	3,233	3,500	3,100
Number of violations from inspections	685	618	742	739	700	600
Number of building permits issued	371	447	513	722	800	800
Income from building permit fees	$43,775	$31,312	$42,866	$459,891	$500,000	$750,000
Expenditures per capita	$14.24	$13.39	$13.91	$15.59	$17.90	$20.90
Percent of City total expenditures	1.66%	1.60%	1.54%	1.65%	1.70%	1.65%

Objectives for Fiscal Year 2025

1. Evaluate the City building permit process and streamline document submission requirements for applicants to create efficiencies for the community by August 31, 2024.
2. Establish case management work order system for the new Community Enhancement team housed out of the Parks and Grounds division, with the purpose to expeditiously address sidewalk ROW obstructions, illegal sign removal, shopping cart nuisances, and complaints about illegal dumping and littering by August 31, 2024.
3. Evaluate the staffing impact due to community expansions at South Lake, Melford, and Mill Branch Crossing and provide a three-year staffing expansion proposal by December 31, 2024.

HOUSING INSPECTION AND CODE COMPLIANCE

Activity: #210	Department: Community Services
Fund: General	Function: Public Safety

Significant Budget Changes

Addition of one FTE Building Permit and Code Compliance Specialist (Grade X-112) at $79,253.

Expenditures

	ACTUAL 2022-2023	BUDGET 2023-2024	ESTIMATED 2023-2024	PROPOSED 2024-2025	ADOPTED 2024-2025	Pct. Change
Personal Services	822,522	990,500	947,100	1,090,800	-	10.1%
Contractual Services	76,681	74,600	74,100	92,100	-	23.5%
Commodities	9,334	12,200	10,000	11,900	-	-2.5%
Other Charges	765	600	600	600	-	0.0%
Total	909,302	1,077,900	1,031,800	1,195,400	-	10.9%

Personal Services - Full Time Equivalents

	FY23	FY24	FY25
Code Compliance Manager	1.0	1.0	1.0
Code Compliance Assistant Manager	1.0	1.0	1.0
Code Compliance Officer I, II, III	-	7.0	7.0
Code Compliance Officer, Senior	1.0	-	-
Code Compliance Officer	6.0	-	-
Bldg Permit & Code Compliance Specialist	-	-	1.0
P/T Code Compliance Officer	.1	-	-
P/T Community Enhancement Worker	-	.1	.1
Total	9.1	9.1	10.1

♦***Salaries and Wages*** ***790,300***

Salaries and Wages paid to full time and part time employees.

♦***Fringe Benefits*** ***300,500***

Fringe benefits related to full time and part time salaries and wages: FICA, contributions to employee annuities, unemployment compensation, workers compensation, hospitalization/medical insurance, prescription plan, life insurance and weekly indemnity, optical/dental plan.

Contractual Services

♦***Professional Services (01210-51125)*** ***84,700***

Includes printing code brochures and promotional materials, Court ordered abatements and grass mowing/property maintenance. The Court ordered abatements and grass mowing/property maintenance amounts are offset by revenues collected from property owners for these services.

HOUSING INSPECTION AND CODE COMPLIANCE

Activity: #210	Department: Community Services
Fund: General	Function: Public Safety

♦ ***Travel and Training (01210-51145)*** ***6,400***
Attendance at meetings of the Maryland Code Enforcement and Zoning Officials Association; American Association of Code Enforcement Annual Conference; Code Enforcement and Zoning Officials Conference; additional training for code officers and Code Compliance certification.

♦ ***Repair & Maintenance (01210-51230)*** ***1,000***
Repair to vehicles and equipment.

Commodities

♦ ***Materials, Supplies, and Minor Equipment (01210-52005)*** ***4,600***
To provide for the cost of literature, business cards and consumable items necessary for program operation.

♦ ***Operating Supplies (01210-52010)*** ***3,300***
Oil, gasoline, and necessary maintenance supplies for vehicles operated by Code Compliance Officers.

♦ ***Protective Apparel (01210-52020)*** ***4,000***
Includes uniforms.

Other Charges

♦ ***Subscriptions and Memberships (01210-55090)*** ***600***
Membership dues for Maryland Code Enforcement and Zoning Officials Association (CEZOA); American Association of Code Enforcement (AACE); and International Code Council (ICC).

SENIOR SERVICES

Activity: #410	Department: Community Services
Fund: General	Function: Social Services

Description

Senior Services is responsible for maintaining a multi-purpose Center offering classes, educational programs, trips, groups, clubs, special events, fitness facility, and activities for individuals 55 years and older. Transportation is available within the city limits of Bowie to seniors and adults with disabilities. The Nationally Accredited Senior Center also provides information and referral services for seniors, their families, and caregivers. Prince George's County Department of Family Services sponsors the Nutrition Program that offers both congregate and homebound meals Monday through Friday. The Center provides liaison services through its Advisory Board. Information about the Bowie Senior Center is available to the community through a multifaceted communication plan, which includes a monthly newsletter and inclusion on the city website.

Objectives and Results for Fiscal Year 2024

A. Implement stratification of Bus Driver position to Bus Driver I and Bus Driver II by July 1, 2023.
   - ♦ *This objective is complete.*

B. Expand annual Senior Information Fair to include social and mental Health service and referral information by October 31, 2023.
   - ♦ *The annual Senior Information Fair 2023 included representation from City Youth & Family Services staff and several other community mental health service organizations. They will participate in the 2024 Information Fair. This objective is complete.*

C. Investigate need for additional Social Services for Seniors in Bowie, collaborate with the Grants Office to research available grants funding, and if a need is validated, develop a proposal for inclusion in the FY2025 budget. Objective to be completed by December 30, 2023.
   - ♦ *No cost effective and reasonable grant has been identified at this time.*

SENIOR SERVICES

Activity: #410	Department: Community Services
Fund: General	Function: Social Services

Workload and Performance Indicators

	FY20	FY21	FY22	FY23	FY24	FY25
Number of class offerings	401	287	404	442	445	445
Total number of participants in classes	8,381	5,217	4,994	7,094	7,200	7,200
Number of trips,special events, meetings	105	66	47	58	65	70
Number of participants - trips, events, mtgs.	5,461	8,100	4,314	2,461	3,000	3,200
Number of other programs - activities	611	95	883	1,064	1,065	1,070
Number of participants programs - activities	7,677	975	15,119	19,698	19,800	19,900
Meeting room hours reserved	-	-	-	15	35	35
Number of bus passengers	22,992	420	14,268	15,420	16,800	16,800
Number of bus passenger miles	55,980	5,500	28,775	31,101	40,000	40,000
Number of meals served*	3,400	-	1,728	3,052	3,400	3,500
Number of meals delivered**	12,395	24,388	1,554	-	-	-
Number of Food Pantry Deliveries	1,485	1,510	1,536	1,707	1,800	1,800
Number of shoppers	5,535	100	3,012	3,255	3,300	3,300
Number of medical trips	2,921	20	1,067	1,317	1,600	1,600
Number of wheelchair specific trips	992	8	239	285	300	300
Average weekday daytime attendance	283	45	176	212	230	230
Average Saturday attendance	82	-	32	47	50	50
Average daily evening attendance (summer)	27	-	-	26	30	30
Expenditures per capita	$18.80	$10.81	$15.97	$17.98	$22.06	$26.92
Percent of City total expenditures	2.20%	1.29%	1.77%	1.90%	2.09%	2.12%

*Data provided by Prince Georges County.
**County took over meal delivery in FY22.

Objectives for Fiscal Year 2025

1. Provide transportation services to local voting polls for seniors by November 30, 2024.
2. Assess the Neighbors Helping Neighbors volunteer program to determine if the program has the capacity to support additional services by December 31, 2024.
3. Expand transportation services to include extended afternoon appointments by December 31, 2024.
4. Provide transportation services to BowieFest, Juneteenth, and Old Bowie Celebrates for Bowie senior apartments by June 30, 2025.

Significant Budget Changes

Reclassify Service Program Assistant (Grade X-105) to (Grade X- 108) at $8,603 and addition of 0.6 FTE Facility Monitor at $30,068.

SENIOR SERVICES

Activity: #410	Department: Community Services
Fund: General	Function: Social Services

Expenditures

	ACTUAL 2022-2023	BUDGET 2023-2024	ESTIMATED 2023-2024	PROPOSED 2024-2025	ADOPTED 2024-2025	Pct. Change
Personal Services	790,224	1,103,300	904,100	1,144,100	-	3.7%
Contractual Services	151,827	234,500	225,300	230,000	-	-1.9%
Commodities	106,839	148,400	141,500	163,800	-	10.4%
Other Charges	-	1,100	700	1,600	-	45.5%
Total	1,048,890	1,487,300	1,271,600	1,539,500	-	3.5%

Personal Services – Full Time Equivalents

	FY23	FY24	FY25
Senior Services Manager	1.0	1.0	1.0
Senior Services Assistant Manager	1.0	1.0	1.0
Transportation Supervisor	1.0	1.0	1.0
Transportation Assistant Supervisor	1.0	1.0	1.0
Receptionist	1.5	1.6	1.6
Wellness Coordinator	1.0	1.0	1.0
Bus Driver I, II	-	5.5	5.5
P/T Bus Driver	5.5	-	-
P/T Services Program Assistant	2.0	2.0	2.0
P/T Services Information & Referral Specialist	.8	.8	.8
P/T Facility Monitor	-	.1	.7
Total	14.8	15.0	15.6

♦***Salaries and Wages*** ***898,100***
Salaries and Wages paid to full-time and part-time employees.

♦***Fringe Benefits*** ***246,000***
Fringe benefits related to full time and part time salaries and wages: FICA, contributions to employee annuities, unemployment compensation, workers compensation, hospitalization/medical insurance, prescription plan, life insurance and weekly indemnity, optical/dental plan.

Contractual Services

♦***Advertising (01410-51105)*** ***4,000***
Includes advertising major events in newspapers, printing of brochures, and printing of the annual report for the Senior Center.

♦***Professional Services (01410-51125)*** ***40,000***
Provides for services outside of staff capabilities, instructors for expanded senior citizen classes and workshops (offset by revenue from program/class fees) and printing of monthly newsletter.

♦***Subscriptions-Licenses (01410-51128)*** ***8,000***
Software subscription for the transportation system service.

SENIOR SERVICES

Activity: #410	Department: Community Services
Fund: General	Function: Social Services

♦***Travel and Training (01410-51145)*** ***5,300***
Reimbursement of travel expenses incurred by the Senior Services Program Manager and staff. Staff training emphasis on skills relating directly to a multi-purpose senior center.

♦***Communications (01410-51205)*** ***16,000***
Telephone service for the Senior Center. Cellular service for management and transportation program. Communication solutions for alarms.

♦***Public Utility Services (01410-51220)*** ***65,100***
Gas, electric and water service.

♦***Repair and Maintenance – Minor Equipment (01410-51230)*** ***14,000***
Maintenance agreements for copier and fitness room equipment. Miscellaneous maintenance and repairs.

♦***Repair and Maintenance – Building (01410-51235)*** ***77,600***
Maintenance agreement for alarm system, heating/air conditioning, fire protection system, pest control, selected painting of interior areas, water treatment, floor cleaning and other building repairs.

Commodities

♦***Materials, Supplies & Minor Equipment (01410-52005)*** ***29,900***
Routine office and program supplies for daily operations.

♦***Operating Supplies (01410-52010)*** ***104,300***
Purchase of special supplies unique to senior program operations, and funds for social events and travel. These amounts are partially offset by revenue from program fees, fundraisers and donations. Also includes the cost of gasoline and diesel fuel for transportation program.

♦***Protective Apparel (01410-52020)*** ***8,500***
Includes uniform purchases.

♦***Repair & Maintenance Supplies (01410-52030)*** ***21,100***
Repair and maintenance supplies, including janitorial supplies.

Other Charges

♦***Subscriptions and Memberships (01410-55090)*** ***1,600***
Professional association memberships and miscellaneous subscriptions.

YOUTH SERVICES BUREAU

Activity: #420	Department: Community Services
Fund: General	Function: Social Services

Description

The Youth Services Bureau aims to promote positive youth development, prevent juvenile delinquency, and reduce family tension and conflict. The program provides a range of direct services, including counseling, information and referral, crisis intervention, suicide intervention, substance abuse prevention, community consultations, drug and alcohol-free events, school intervention, and teen mentoring programs. By offering these services, the Youth Services Bureau helps to support the growth and development of young people, prevent negative behaviors, and build stronger families and communities.

Objectives and Results for Fiscal Year 2024

A. Implement stratification of the Family Counselor I and II positions by July 31, 2023.
- ♦ *This objective is completed.*

B. Plan and host a Youth Forum on mental health and bullying, featuring the film, *The Upstanders* by March 30, 2024.
- ♦ *This event occurred on February 26, 2024. This objective is complete.*

C. Organize a "*Substance Abuse & Your Mental Health Awareness Day*" by April 30, 2024.
- ♦ *This event will occur on April 25, 2024.*

Workload and Performance Indicators

	FY20	FY21	FY22	FY23	FY24	FY25
Unduplicated adults and youths counseled	608	580	685	749	625	625
Number of counselor and outreach staff contacts	11,037	11,723	5,640	10,714	7,500	7,500
Digital media viewership and participation	11,825	19,594	12,913	17,267	12,000	12,000
Total number of cases, formal and informal	272	270	332	284	250	250
Persons receiving referrals	428	248	444	215	450	450
Persons served in crisis intervention	54	30	41	33	40	40
Persons served in suicide intervention	27	30	40	12	40	40
Persons receiving substance abuse assessment	150	156	176	140	150	150
Youth served in substance abuse referral	79	78	57	62	60	60
Number of educational and therapy groups	5	5	5	2	5	5
Number of alcohol/drug-free events for youth	58	2	30	13	15	15
Number of teen mentoring matches	47	35	35	36	40	40
Expenditures per capita	$18.80	$10.81	$22.59	$23.03	$22.52	$26.07
Percent of City total expenditures	2.20%	1.29%	2.50%	2.44%	2.13%	2.06%

Objectives for Fiscal Year 2025

1. Work with the Teen Mental Health Advisory Council to cosponsor an event to raise awareness of teen and/or youth perspectives on their needs and challenges.Event to occur by December 31, 2024.
2. Establish a Community Open House event at the Youth Services Bureau to educate the residents about available services to address significant mental and behavioral health concerns impacting our City by March 31, 2025.

YOUTH SERVICES BUREAU

Activity: #420	Department: Community Services
Fund: General	Function: Social Services

Significant Budget Changes

None.

Expenditures

	ACTUAL 2022-2023	BUDGET 2023-2024	ESTIMATED 2023-2024	PROPOSED 2024-2025	ADOPTED 2024-2025	Pct. Change
Personal Services	1,238,589	1,368,600	1,160,800	1,339,700	-	-2.1%
Contractual Services	51,022	75,500	83,300	85,300	-	13.0%
Commodities	43,543	44,300	38,600	48,600	-	9.7%
Other Charges	10,356	17,400	15,300	17,400	-	0.0%
Total	1,343,510	1,505,800	1,298,000	1,491,000	-	-1.0%

Personal Services - Full Time Equivalents

	FY23	FY24	FY25
Director, Youth Services	1.0	1.0	1.0
Assistant Director, Youth Services	-	1.0	1.0
Clinical Supervisor	1.0	-	-
Family Counselor I, II	-	5.5	5.5
Family Counselor	5.0	-	-
P/T Family Counselor	.5	-	-
Prevention Coordinator	1.0	1.0	1.0
Community Coordinator	1.0	1.0	1.0
Executive Office Associate	1.0	1.0	1.0
Administrative Assistant	1.0	1.0	1.0
Customer Services Representative	.4	.4	.4
Total	11.9	11.9	11.9

♦ ***Salaries and Wages*** ***978,700***

Salaries and Wages paid to full time and part time employees.

♦ ***Fringe Benefits*** ***361,000***

Includes Fringe benefits related to full time and part time salaries and wages: FICA, contributions to employee annuities, unemployment compensation, workers compensation, hospitalization/medical insurance, prescription plan, life insurance and weekly indemnity, optical/dental plan.

Contractual Services

♦ ***Advertising (01420-51105)*** ***1,300***

Includes cost for online platforms, to increase social media exposure, and for user incentives.

YOUTH SERVICES BUREAU

Activity: #420	Department: Community Services
Fund: General	Function: Social Services

♦ ***Professional Services (01420-51125)*** ***11,200***
Contracts with consultants on special cases or in emergencies, as needed. Also, consultant training of staff in areas significant to the delivery of services by the program.

♦ **Professional *Services (01420-51125-63122)*** ***55,000***
Consultant contracts for County Council Special Appropriations grant.

♦ ***Travel and Training (01420-51145)*** ***11,800***
Staff travel expenses for meetings and workshops.

♦ ***Communications (01420-51205)*** ***6,000***
Telephone service.

Commodities

♦ ***Materials, Supplies & Minor Equipment (01420-52005)*** ***43,600***
Supplies required for administrative offices and mentoring program.

♦ ***Materials, Supplies & Minor Equipment (01420-52005-63122)*** ***5,000***
Supplies for Special Appropriations Grant-funded programs.

Other Charges

♦***Program Supplements (01420-55065)*** ***7,000***
Community Prevention Network program provides funds for alcohol/drug-free teen activities.

♦***Subscriptions and Memberships (01420-55090)*** ***10,400***
Professional association memberships, licensure fees. Limited subscriptions of magazines, books and newspapers.

ANIMAL CONTROL

Activity: #460	Department: Community Services
Fund: General	Function: Public Safety

Description

The City provides a comprehensive animal control program, with two full-time Animal Control Officers, to ensure public safety and the humane treatment of animals. Mosquito control is provided through the Maryland Department of Agriculture Mosquito Control Office, in conjunction with the City's Public Works Department.

Objectives and Results for Fiscal Year 2024

A. In partnership with Bowie CLAW, establish a Little Free Pet Pantry, similar in concept to the Little Free Library and Food Pantry, to be installed at the Bowie Dog Park by July 31, 2023.
   - ♦ *This objective is complete.*

B. In partnership with Bowie CLAW, host a "Fill the Van" pet pantry donation drive at the Dog Park by October 31, 2023.
   - ♦ *Within one hour of the event start time, the van was filled with donations. This objective is complete.*

C. Collaborate with Bowie CLAW to host two (2) kitten adoption clinics by June 30, 2024.
   - ♦ *The first kitten adoption was completed with great success. Approximately 15 kittens were adopted at the event, with many more pre-adopted. The second kitten adoption was held on March 2, 2024. Eighteen kittens were adopted at the event. A third adoption clinic will be held on May 4, 2024.*

Workload and Performance Indicators

	CY20	CY21	CY22	CY23	CY24	CY25
Number of service reports taken	1,049	993	825	825	649	700
Number of live animals picked up	91	112	71	70	58	60
Number of deceased wildlife picked up	396	345	221	220	178	200
Number of deceased deer picked up	93	33	53	55	26	50
Number of warnings issued	75	64	80	80	30	50
Number of municipal infractions issued	113	102	92	90	23	30
Number of running-at-large calls	190	155	165	170	128	150
Number of nuisance cases (domestic pets)	75	51	70	70	52	60
Number of bite cases	24	34	24	25	22	25
Number of wildlife complaints	224	210	168	170	169	170
Number of traps and deterrent devices issued	11	8	1	5	3	3
Number of cruelty evaluations	35	47	33	30	32	30
Number of licenses sold	1,274	1,022	792	800	715	800
Number of pets in temporary holding facility	8	16	12	15	13	15
Number of RTO from temporary holding facility	5	16	8	10	7	9
Number of Feral Kittens TNR to rescue	189	285	205	200	225	225
Expenditures per capita	$4.43	$3.49	$3.30	$3.47	$4.14	$4.77
Percent of City total expenditures	0.52%	0.42%	0.37%	0.37%	0.39%	0.38%

Objectives for Fiscal Year 2025

1. Collaborate with Bowie CLAW to host at least two Kitten Adoption Clinics by May 31, 2025.
2. Establish new training program to support Community Enhancement Team with pickup and disposal of deceased animals by July 31, 2024.

ANIMAL CONTROL

Activity: #460	Department: Community Services
Fund: General	Function: Public Safety

3. Establish a quarterly Lunch and Learn Animal Education series to increase awareness of responsible pet ownership, animal wildlife safety, and related careers by June 30, 2025.
4. Evaluate the staffing impact due to community expansions at South Lake, Melford, and Mill Branch Crossing and provide a three-year staffing expansion proposal by December 31, 2024.

Significant Budget Changes

None.

Expenditures

	ACTUAL 2022-2023	BUDGET 2023-2024	ESTIMATED 2023-2024	PROPOSED 2024-2025	ADOPTED 2024-2025	Pct. Change
Personal Services	168,189	196,100	187,400	203,400	-	3.7%
Contractual Services	23,577	40,300	29,800	45,800	-	13.6%
Commodities	6,023	18,900	13,900	15,800	-	-16.4%
Other Charges	4,685	7,700	7,700	7,700	-	0.0%
Total	202,474	263,000	238,800	272,700	-	3.7%

Personal Services - Full Time Equivalents

	FY23	FY24	FY25
Animal Control Officer (Trainee, I, II, III)	2.0	2.0	2.0
Total	2.0	2.0	2.0

♦ ***Salaries and Wages*** ***147,200***

Salaries and Wages paid to full time and part time employees.

♦ ***Fringe Benefits*** ***56,200***

Fringe benefits related to full time and part time salaries and wages: FICA, contributions to employee annuities, unemployment compensation, workers compensation, hospitalization/medical insurance, prescription plan, life insurance and weekly indemnity, optical/dental plan.

Contractual Services

♦ ***Professional Services (01460-51125)*** ***42,500***

Emergency veterinarian services and animal boarding fees. Donation to Wildlife Refuge. Mosquito control program through the Maryland Department of Agriculture Mosquito Control Office.

♦ ***Travel & Training (01460-51145)*** ***2,300***

Attendance at seminars and meetings, funds for employee training and development, travel and mileage reimbursements.

♦ ***Repair & Maintenance (01460-51230)*** ***1,000***

Repairs to vehicles and equipment.

ANIMAL CONTROL

Activity: #460	Department: Community Services
Fund: General	Function: Public Safety

Commodities

♦ ***Materials, Supplies and Minor Equipment (01460-52005)*** ***10,800***
Safety equipment, first aid and office supplies. Includes microchip purchases. Informational neighborhood signage.

♦ ***Operating Supplies (01460-52010)*** ***2,500***
Oil, gasoline, and necessary maintenance supplies for vehicles operated by Animal Control Officers.

♦ ***Protective Apparel (01460-52020)*** ***2,500***
Includes uniforms.

Other Charges

♦ ***Program Supplement (01460-55065)*** ***7,500***
Bowie CLAW "Trap, Neuter, Return" Grant.

♦ ***Subscriptions and Memberships (01460-55090)*** ***200***
Subscriptions and memberships to animal control organizations and journals.

RECREATION AND PARKS

Activity: #510	Department: Community Services
Fund: General	Function: Parks, Culture and Recreation

Description

The City manages park amenities and programming in City Parks. Events and amenities are enjoyed by City residents and guests. This Division plans, provides logistical support, and staffs citywide events and programs designed to enhance the quality of life enjoyed by residents. Events include Bowiefest, Juneteenth, Old Bowie Celebrates, International Fest, the Farmers Market, Field of Honor, Memorial Day Parade, and Sunday Sunset Concerts. New programs include the Food Truck Frenzy and the reintroduction of International Festival.

City parklands are patrolled by Bowie Park Rangers, and offer a broad spectrum of recreational opportunities and facilities that serve two million patrons annually. Park Management include allocating athletic fields and reserving park areas for picnics. The Park Rangers provide daily monitoring of activities in the parks, enforcement of park rules and regulations, and provides visitor assistance and event and park security.

Objectives and Results for Fiscal Year 2024

A. Analyze the impact of Liberty Sports Park on Bowie athletic field usage and revenue by August 31, 2023.
   - ♦ *This objective is complete. Evidence indicates that there is no significant impact on field utilization in Bowie.*

B. Develop a marketing strategy to increase picnic reservations and boat rentals at Allen Pond Park by September 30, 2023.
   - ♦ *All picnic rental reservation holders will receive one voucher for a boat rental to promote additional rentals by our picnic reservation audience. Discount rental opportunities will be offered to Bowie residents through social media marketing and early rental incentives. This objective is complete.*

C. Collaborate with the Economic Development staff to survey the need or interest for establishing an Outdoor Market in Old Bowie by November 30, 2023.
   - ♦ *This objective is completed.*

D. Investigate, and if feasible, establish a Food Truck program to encourage and foster community spirit by May 31, 2024.
   - ♦ *This objective is completed.*

RECREATION AND PARKS

Activity: #510	Department: Community Services
Fund: General	Function: Parks, Culture and Recreation

Workload and Performance Indicators

	FY20	FY21	FY22	FY23	FY24	FY25
Resident group picnics	72	168	70	70	136	145
Non-resident group picnics	15	48	17	15	45	50
Revenue from picnic reservations	$9,500	$31,225	$49,993	$45,019	$42,275	$45,200
Concession and campfire permits	1	2	2	4	1	2
Concession and campfire revenue	$50	$50	$2,206	$2,000	$25	$400
Soccer/football fields allocated	68	69	69	69	69	69
Softball/baseball fields allocated	58	58	58	58	58	58
Revenue from athletic field fees	$35,963	$84,291	$112,878	$131,621	$130,000	$130,000
Special events expenditures	$95,851	$92,100	$86,200	$75,705	$100,000	$110,000
Revenues from special events	$7,200	$10,000	$22,446	$23,933	$23,000	$23,000
Number of special events	20	22	27	19	27	29
Number of City concerts	10	5	13	12	13	13
Parks/facilities patrolled	31	31	31	31	31	31
Total acreage of parks/facilities patrolled	843	843	843	851	851	851
Average hours per week park patrol	296	296	296	256	256	256
Number of days boathouse open	34	8	35	29	34	39
Number of seasonal boat rentals	645	304	810	620	750	750
Boathouse season revenue	$8,272	$3,294	$13,237	$10,907	$10,000	$10,000
Expenditures per capita	$20.37	$17.13	$19.79	$18.67	$22.79	$26.13
Percent of City total expenditures	2.38%	2.05%	2.19%	1.98%	2.16%	2.06%

*Picnic rentals and boathouse revenue will be affected by Allen Pond construction

Objectives for Fiscal Year 2025

1. Collaborate with the Department of Planning and Sustainability to install the City's first pollinator hive on City Hall's green roof by July 31, 2024.
2. Expand the Sunday Sunset Concert Series from a one hour to a two-hour event by July 31, 2024.
3. Investigate the feasibility and develop a budget for a kayak launch at Allen Pond Park by November 30, 2024.
4. Collaborate with Project Management to complete ADA improvements at Allen Pond Park to include the installation of an adult changing table at the boathouse restrooms by March 31, 2025.

Significant Budget Changes

Decreased Facility Monitor by 0.3 FTE at $ 12,285.

Expenditures

	ACTUAL 2022-2023	BUDGET 2023-2024	ESTIMATED 2023-2024	PROPOSED 2024-2025	ADOPTED 2024-2025	Pct. Change
Personal Services	908,683	1,101,000	979,700	1,053,100	-	-4.4%
Contractual Services	126,088	304,500	271,700	370,600	-	21.7%
Commodities	53,719	62,000	62,000	70,000	-	12.9%
Other Charges	470	400	400	500	-	25.0%
Total	1,088,960	1,467,900	1,313,800	1,494,200	-	1.8%

Activity: #510	Department: Community Services
Fund: General	Function: Parks, Culture and Recreation

Personal Services - Full Time Equivalents

	FY23	FY24	FY25
Special Events Manager	1.0	1.0	1.0
Park Operations Manager	1.0	1.0	1.0
Park Operations Assistant Manager	1.0	1.0	1.0
Park Operations Supervisor	1.0	1.0	1.0
Park Operations Assistant Supervisor	1.0	1.0	1.0
Park Ranger	3.0	3.0	3.0
P/T Park Aide	2.8	2.8	2.8
P/T Park Attendant	.4	.4	.4
Facility Monitor	1.4	1.4	1.1
Total	12.6	12.6	12.3

♦ ***Salaries and Wages*** ***799,700***
Salaries and Wages paid to full time and part time employees.

♦ ***Fringe Benefits*** ***253,400***
Fringe benefits related to full time and part time salaries and wages: FICA, contributions to employee annuities, unemployment compensation, workers compensation, hospitalization/medical insurance, prescription plan, life insurance and weekly indemnity, optical/dental plan.

Contractual Services

♦ ***Professional Services (01510-51125)*** ***289,600***
Funds are included for City concerts, Bowiefest, the annual Holiday Programs, Farmers' Market, International Festival, Memorial Day Parade, Hall of Honor, Beautification Awards, performance licensing, Activenet fees, and Event sponsorships. These amounts are partially offset by special events revenues.

♦ ***Travel and Training (01510-51145)*** ***7,500***
Training for division staff.

♦ ***Equipment Rental (01510-51215)*** ***73,500***
Rental of portable toilets for City parks and properties, utility vehicles, portable stages and radio rentals for special events.

Commodities

♦ ***Materials, Supplies & Minor Equipment (01510-52005)*** ***51,200***
Supplies for City sponsored special events, Park Operations supplies, purchase of tables, chairs, and canopies for Citywide use, purchase of holiday decorations, and office supplies.

♦ ***Protective Apparel (01510-52020)*** ***11,500***
Staff uniforms and protective equipment.

♦ ***Repair & Maintenance Supplies (01510-52030)*** ***7,300***
For the purchase of items for maintenance of trails, the skate park, as well as Park Operations equipment.

RECREATION AND PARKS

Activity: #510	Department: Community Services
Fund: General	Function: Parks, Culture and Recreation

Other Charges

♦***Subscriptions and Memberships (01510-55090)*** ***500***

Subscriptions to periodicals and memberships in professional organizations.

BOWIE PLAYHOUSE

Activity: #511	Department: Community Services
Fund: General	Function: Parks, Culture and Recreation

Description

This facility provides affordable, quality, live theater and musical entertainment to the citizens of Bowie and surrounding communities. The Bowie Playhouse is a 153 seat fully accessible theater that is equipped with a stage, dressing rooms, orchestra pit, technician booth, and multi-use lobby. The majority of theater rental time is allocated to the City's "In-Residence" production companies.

Objectives and Results for Fiscal Year 2024

A. Research, identify, and procure sound system hardware and software needed to replace outdated existing equipment by September 1, 2023.
   - ♦ *Replacement equipment has been identified and procured. This objective is complete.*

B. Initiate a film/cinema program that will enhance usage of the facility during production down time. This initiative will embrace and promote the arts and education. This initiative will provide seasonal entertainment offerings by December 31, 2023.
   - ♦ *The facility successfully hosted three (3) holiday themed movies in December of 2023. This program will be an ongoing objective for as long as there is community interest and support. This objective is complete.*

Workload and Performance Indicators

	FY20	FY21	FY22	FY23	FY24	FY25
Total number of In-residence productions	5	1	1	6	6	9
Total number of In-residence performances	43	1	12	72	75	93
Total Facility Permits Issued	-	-	9	11	11	14
Revenue from Bowie Playhouse	$21,750	$2,000	$27,068	$51,700	$60,000	$73,000
Expenditures per capita	$2.18	$1.83	$1.64	$2.39	$3.98	$4.06
Percent of City total expenditures	0.26%	0.22%	0.18%	0.25%	0.38%	0.32%

Objectives for Fiscal Year 2025

1. Train all staff on utilization of new sound cueing software by October 31, 2024.
2. Establish and host a minimum of two themed cinema series programs by June 30, 2025.

Significant Budget Changes

Increase hours for the part-time Theater Technician by 0.3 FTE at a cost of $15,879.

BOWIE PLAYHOUSE

Activity: #511	Department: Community Services
Fund: General	Function: Parks, Culture and Recreation

Expenditures

	ACTUAL 2022-2023	BUDGET 2023-2024	ESTIMATED 2023-2024	PROPOSED 2024-2025	ADOPTED 2024-2025	Pct. Change
Personal Services	71,609	120,100	120,400	138,200	-	15.1%
Contractual Services	58,814	92,600	94,100	82,100	-	-11.3%
Commodities	8,841	14,900	14,900	11,900	-	-20.1%
Other Charges	120	200	-	-	-	-100.0%
Total	139,384	227,800	229,400	232,200	-	1.9%

Personal Services - Full Time Equivalents

	FY23	FY24	FY25
P/T Theater Technical Director	.5	.5	.5
P/T Theater Technician	1.5	1.5	1.8
Total	2.0	2.0	2.3

116,900

♦***Salaries and Wages***
Salaries and Wages paid to full time and part time employees.

♦***Fringe Benefits*** ***21,300***
Fringe benefits related to part time salaries and wages: FICA, contributions to employee annuities, unemployment compensation and workers compensation.

Contractual Services

♦***Professional Services (01511-51125)*** ***13,000***
Provides for services outside of staff's capabilities.

♦***Subscriptions & Licenses (01511-51128)*** ***1,400***
REACH Media annual subscription.

♦***Communications (01511-51205)*** ***3,800***
Telephone communications and client internet connection.

♦***Equipment Rental (01511-51215)*** ***2,000***
Genie lift rental for rigging maintenance.

♦***Public Utility Services (01511-51220)*** ***48,600***
Includes gas, electricity, and water charges.

♦***Repair and Maintenance-Building (01511-51235)*** ***13,300***
Provides funds for general repair and maintenance of building.

Commodities

♦***Materials, Supplies & Minor Equipment (01511-52005)*** ***11,900***
Administrative supplies, various mechanical and electrical equipment and parts.

PARKS AND GROUNDS

Activity: #520	Department: Community Services
Fund: General	Function: Parks, Culture and Recreation

Description

The responsibilities of this division include the maintenance of City owned grounds including parks, ballfields, trails, fences, playgrounds, and flower beds. Parks and Grounds collects refuse on these properties. This division is responsible for maintaining all City street trees on City rights-of-way, partners with Public Works with the annual leaf collection program and performs plowing and salting operations at City facilities.

Objectives and Results for Fiscal Year 2024

A. Budget for the implementation of Sustainability division recycling goals in City Parks by November 30, 2023.
   - ♦ *In order to meet the sustainability goal of having one recycling container placed next to every trash receptacle in City parks, the City needs to acquire 110 recycling containers with an estimated cost of $70,000 installed. Additionally, $166,000 is needed for a dedicated recycling collection mini truck. There is a 2 FTE impact including a Crew Leader and Laborer. This initiative will be discussed during the FY25 budget process.*

B. Replace deteriorating White Pine trees (Phase 2) along Northview Drive adjacent to Allen Pond by December 31, 2023.
   - ♦ *Phase two of this project is complete.*

C. Develop a stratification proposal for trades positions within Parks and Grounds division and submit a recommendation in the FY25 budget by December 31, 2023.
   - ♦ *This objective is complete.*

D. Install warning tracks on Blacksox Park fields #3 and #4 by March 31, 2024.
   - ♦ *This objective is complete.*

E. Replace roof on the East Pavilion at Allen Pond Park by June 30, 2024.
   - ♦ *A metal roof was used in the replacement to enhance life expectancy and reduce ongoing maintenance. This objective is complete.*

PARKS AND GROUNDS

Activity: #520	Department: Community Services
Fund: General	Function: Parks, Culture and Recreation

Workload and Performance Indicators

	FY20	FY21	FY22	FY23	FY24	FY25
Acres of parks and facilities grass maintained	247	248	248	248	248	248
Average number of times mowed per year	31	32	32	32	32	32
Acres of ROW maintained	-	-	-	-	320	320
Inventoried Acres of parkland	-	-	-	-	765	765
Acres of athletic field turf maintained	130	130	130	130	130	130
Number of fields maintained	65	65	65	65	65	65
Number of times fields are painted	425	450	450	450	450	450
Number of times fields are groomed	1,250	1,250	1,250	1,250	1,250	1,250
Number of fields irrigated	27	27	27	27	27	27
Number of fields lighted	21	23	23	23	23	23
Miles of trail maintained	24.5	24.5	25	25	39	39
Number of tree related service requests	661	693	811	758	800	800
Number of trees in right of way inventoried	18,500	18,500	18,500	18,500	18,500	18,500
Number of trees maintained (pruned)	2,739	2,500	3,081	3,067	3,000	3,000
Number of trees planted in right of way	225	200	275	235	300	300
Number of annuals planted	10,050	10,500	10,780	10,780	10,780	10,780
Curb miles of leaf collection	415	415	415	415	415	415
Capital construction projects completed	2	1	1	1	1	1
Expenditures per capita	$60.25	$60.72	$62.57	$67.44	$75.44	$83.57
Percent of City total expenditures	7.04%	7.26%	6.93%	7.14%	7.15%	6.59%

Objectives for Fiscal Year 2025

1. Establish a Community Enhancement response team responsible for community wide litter and illegal dumping cleanup, public sidewalk Right of Way (ROW) obstruction remediation, signage removal, dead animal removal and disposal, and shopping cart relocation. Team to be started by August 31, 2024.
2. Convert softball field at Jericho Park to 70’ baseball field by September 30, 2024.
3. Replace roof on West Pavilion at Allen Pond Park and the pavilion at Glen Allen Park by October 31, 2024.
4. Complete Phase 3 tree removal and replacement along Northview Drive adjacent to Allen Pond by December 31, 2024.

Significant Budget Changes

Transfer of one FTE Maintenance Carpenter from Parks and Grounds to Building Maintenance division at $104,655.

PARKS AND GROUNDS

Activity: #520	Department: Community Services
Fund: General	Function: Parks, Culture and Recreation

Expenditures

	ACTUAL 2022-2023	BUDGET 2023-2024	ESTIMATED 2023-2024	PROPOSED 2024-2025	ADOPTED 2024-2025	Pct. Change
Personal Services	2,734,968	3,054,800	2,802,500	3,047,600	-	-0.2%
Contractual Services	805,544	1,108,900	1,081,300	1,232,800	-	11.2%
Commodities	392,080	499,200	463,700	496,300	-	-0.6%
Other Charges	885	1,200	1,100	2,700	-	125.0%
Total	3,933,477	4,664,100	4,348,600	4,779,400	-	2.5%

Personal Services - Full Time Equivalents

	FY23	FY24	FY25
Parks and Grounds Superintendent	1.0	1.0	1.0
Park Maintenance Supervisor	2.0	-	-
Assistant Parks and Grounds Superintendent	-	2.0	2.0
Community Forester	1.0	1.0	1.0
Parks Equipment Maintenance Technician (I & II)	1.0	1.0	1.0
Apprentice Maintenance Technician (I & II)	1.0	1.0	1.0
Administrative Assistant	1.0	-	-
Administrative Specialist	-	1.0	1.0
Maintenance Carpenter	1.0	1.0	-
Carpenter Assistant	1.0	1.0	1.0
Tree Climber	2.0	2.0	2.0
Crew Leader	8.0	8.0	8.0
Laborer, Senior	6.0	6.0	6.0
Equipment Operator, Senior	2.0	2.0	2.0
Laborer	9.0	9.0	9.0
Laborer, Temporary	.6	.6	.6
Office Support Specialist	.5	.5	.5
Seasonal Temp - Summer Laborer	.1	.1	.1
Total	37.2	37.2	36.2

♦ ***Salaries and Wages*** ***2,223,600***

Salaries and Wages paid to full-time and part-time employees.

♦ ***Fringe Benefits*** ***824,000***

Fringe benefits related to full time and part time salaries and wages: FICA, contributions to employee annuities, unemployment compensation, workers compensation, hospitalization/medical insurance, prescription plan, life insurance and weekly indemnity, optical/dental plan.

PARKS AND GROUNDS

Activity: #520	Department: Community Services
Fund: General	Function: Parks, Culture and Recreation

Contractual Services

♦ ***Travel and Training (01520-51145)*** ***10,600***
Expenses for educational training. Includes training in Safety (CPR & First Aid) Horticulture, Arboriculture and Agronomy.

♦ ***Communications (01520-51205)*** ***7,800***
For telephone services to parks and grounds facilities. Includes local services charges and telephone equipment maintenance contract expenses.

♦ ***Equipment Rental (01520-51215)*** ***2,500***
To provide funds for the rental of equipment, which is required for projects, but not owned by the City, including loaders and bulldozers.

♦ ***Public Utility Services (01520-51220)*** ***204,300***
Provides for lighting and light maintenance at Whitemarsh Park, Allen Pond, Black Sox Park, Jericho Park, Church Road Park, and for the Parks Maintenance Facility. Also includes water for irrigation.

♦ ***Repair & Maintenance (01520-51230)*** ***910,400***
Professional fees to feed, prune, brace and preserve trees on Belair Drive, Sussex Lane, and Town Green and for services beyond staff capabilities. Includes maintenance and repair of irrigation systems. Electrician to provide professional services for Parks and aeration fountains. Includes contract landscape maintenance of Mitchellville Road, Evergreen Parkway, Route 450 and fencing along Route 197. Also includes contract street tree pruning and tree planting, removal of invasive plants on City owned properties, and for the Ash Tree infestation abatement program.

♦ ***Repair & Maintenance - Building (01520-51235)*** ***97,200***
Maintenance and costs at the Parks Maintenance Facility.

Commodities

♦ ***Materials, Supplies and Minor Equipment (01520-52005)*** ***203,200***
Provides for the purchase of such items as hand tools, rakes, shovels, lumber, fence repair material, and grass cutting equipment. Includes the purchase of park benches, trash receptacles, grills for various parks and wood safety surfacing for playgrounds and dog park. Also includes vehicle maintenance, parts and supplies.

♦ ***Operating Supplies (01520-52010)*** ***213,600***
To provide for necessary materials such as, fertilizer, herbicide, grass seed, marking lime and topsoil to maintain recreation fields and adjacent areas. Includes operating supplies for Whitemarsh Park and Trails, Allen Pond Park, and Mitchellville Road Soccer Complex. Also includes fuel purchases for Parks and Grounds equipment.

♦ ***Protective Apparel (01520-52020)*** ***35,700***
For rental of uniforms and purchase of rain gear, boots, gloves, etc., for this division.

♦ ***Repair & Maintenance Supplies (01520-52030)*** ***43,800***
This appropriation is for the purchase of trees and shrubs for City property and plants for beautification, including the City’s flowerbeds. Includes trees, mulch and soil amendments.

PARKS AND GROUNDS

Activity: #520	Department: Community Services
Fund: General	Function: Parks, Culture and Recreation

Other Charges

♦***Subscriptions & Memberships (01520-55090)*** ***2,700***

Publications regarding forestry and turf management.

ICE ARENA

Activity: #530	Department: Community Services
Fund: General	Function: Parks, Culture and Recreation

Description

The objective of the Ice Arena is to provide a recreational program of indoor ice skating for community residents. The program is administered by four full-time staff and is augmented by part-time employees. The majority of available ice time is devoted to public skating sessions, group lessons, and ice rentals (hockey and figure skating). The arena is open 10 months out of the year and celebrated 50 years in 2021. Summer activities include learn-to-skate camps, clinics for hockey and figure skating as well as public sessions, group lessons and other ice rentals. Dry floor activities are held in the facility in May and June, including the Bowiefest Home show and a Community Flea Market.

Objectives and Results for Fiscal Year 2024

A. Collaborate with the Special Events division to provide a market/craft fair event by June 30, 2024.
   - ♦ *A Community Flea Market will be held on Saturday, June 8, 2024.*

B. Develop a relocation plan for the Bowie Ice Arena by June 30, 2024.
   - ♦ *Development of a relocation plan is ongoing. Deferred to FY2025.*

Workload and Performance Indicators

	FY20	FY21	FY22	FY23	FY24	FY25
Length of skating season	*8 months	**9 months	10 months	***9 months	10 months	10 months
Total number of admissions: child, adult, individual and group	19,281	17,694	17,984	18,895	19,200	19,800
Number of family session participants	2,398	2,092	2,268	2,105	2,250	2,300
Number of skate rentals	8,523	8,118	8,137	8,188	8,250	8,300
Number of skate sharpenings	42	34	28	34	30	30
Number of group lesson participants	1,938	1,803	1,811	1,889	1,900	1,900
Number of summer camp participants	364	325	309	352	357	360
Total number of frequent skater cards	147	131	129	125	110	120
Public skating hours - July - Sept.	120	130	122	124	120	120
Public skating hours - Oct. - April	892	772	790	860	860	860
Expenditures per capita	$17.58	$16.34	$17.90	$17.72	$20.10	$22.74
Percent of City total expenditures	2.20%	1.91%	1.98%	1.88%	1.90%	1.79%

* FY2020 facility closed early due to COVID-19 (March to July).
**FY2021 re-opening was delayed due to multiple mechanical system failures.
***FY2023 facility was closed for a month due to COVID-19.

Objectives for Fiscal Year 2025

1. Identify and contract with an outside vendor to operate the snack bar by September 30, 2024.
2. Offer an off ice training class for figure skaters incorporating ballet, yoga and stretching by March 31, 2025.
3. Collaborate on the Project Management Team for construction management for the new Ice Arena by June 30, 2025.

Significant Budget Changes

Reclassify Ice Arena Facility Assistant (Y-110) to Ice Arena Programs Coordinator (Y-113) at $9,920.

ICE ARENA

Activity: #530	Department: Community Services
Fund: General	Function: Parks, Culture and Recreation

Expenditures

	ACTUAL 2022-2023	BUDGET 2023-2024	ESTIMATED 2023-2024	PROPOSED 2024-2025	ADOPTED 2024-2025	Pct. Change
Personal Services	653,801	747,700	671,300	781,700	-	4.5%
Contractual Services	318,288	400,800	411,700	440,600	-	9.9%
Commodities	59,493	119,700	71,900	74,200	-	-38.0%
Other Charges	2,149	3,600	3,600	4,200	-	16.7%
Total	1,033,731	1,271,800	1,158,500	1,300,700	-	2.3%

Personal Services - Full Time Equivalents

	FY23	FY24	FY25
Ice Arena Manager	1.0	1.0	1.0
Ice Arena Assistant Manager (Operations)	1.0	1.0	1.0
Ice Arena Program Coordinator	-	-	1.0
Ice Arena Facility Assistant	1.0	1.0	-
Ice Arena Supervisor	1.0	1.0	1.0
P/T Ice Arena Supervisor	1.1	1.1	1.1
P/T Ice Arena Maintenance Supervisor	.6	.6	.6
P/T Ice Arena Equipment Operator	.9	.9	.9
P/T Ice Arena Attendant	2.6	2.6	2.6
P/T Skating Program Coordinator	.4	.4	.4
Total	9.6	9.6	9.6

♦***Salaries and Wages*** ***612,700***
Salaries and Wages paid to full time and part time employees.

♦***Fringe Benefits*** ***169,000***
Fringe benefits related to full time and part time salaries and wages: FICA, contributions to employee annuities, unemployment compensation, workers compensation, hospitalization/medical insurance, prescription plan, life insurance and weekly indemnity, optical/dental plan.

Contractual Services

♦***Advertising (01530-51105)*** ***3,000***
Includes advertising in newspapers, flyers, and sporting programs and the purchase of software license and player for REACH digital advertising platform.

♦***Professional Services (01530-51125)*** ***103,800***
Provides for disc jockey services, skating instructors, referees for Hero's Hockey League and ActiveNet fees.

♦***Travel and Training (01530-51145)*** ***1,300***
Conference and seminar training and health department food safety training.

♦***Communications (01530-51205)*** ***5,800***
Includes Verizon landlines and wireless services.

ICE ARENA

Activity: #530	Department: Community Services
Fund: General	Function: Parks, Culture and Recreation

♦***Public Utility Services (01530-51220)*** ***212,700***
Includes electricity, gas, and water charges.

♦***Repair & Maintenance – Minor Equipment (01530-51230)*** ***9,000***
Includes annual office machine contract services; repair and maintenance of office machines beyond staff capability; repair and maintenance of ice resurfacing machine, dasher boards, edgers, skate sharpening equipment and sound system.

♦***Repair & Maintenance – Buildings (01530-51235)*** ***105,000***
Includes electrical, plumbing, general building maintenance, preventative maintenance agreements for refrigeration system, and dehumidification system, fire alarm maintenance contract, maintenance contract for roof top HVAC units, roof maintenance, fire hydrant inspection, sprinkler inspection and backflow maintenance, water treatment and maintenance for the cooling tower, maintenance contract amd repairs for handicap chair lift and generator.

Commodities

♦***Operating Supplies (01530-52010)*** ***74,200***
Office and custodial supplies, fuel oil and parts for equipment, first aid supplies and uniforms, fuel for generator, supplies for programs. Includes purchase of rental skates as part of an annual replacement schedule.

Other Charges

♦***Subscriptions and Memberships (01530-55090)*** ***4,200***
Includes annual fees for Ice Skating Institute membership, licensing fees for summer camp (Health Department/DHMH), and professional organization membership for NARCE.

HISTORIC PROPERTIES

Activity: #540	Department: Community Services
Fund: General	Function: Parks, Culture and Recreation

Description

The City of Bowie maintains six museum properties and a support facility with a purpose to collect, preserve and interpret the historical and cultural materials relevant to the development of this region, and namely for the histories of the structures of the Belair Mansion Museum (circa 1745), the Belair Stable Museum (circa 1907), the Bowie Railroad Station and Huntington Museum (circa 1910-1933), and the historic Building and Loan (circa 1929), opened as the Old Bowie Heritage Welcome Center. The circa 1906 Harmel House, an old Mitchellville storekeeper's residence, is home to the National Capital Radio and Television Museum operated by the Radio History Society, Inc. The support facility is a circa 1961 Levitt ranch house and is home to the Prince George's County Genealogical Library.

Objectives and Results for Fiscal Year 2024

A. Collaborate with Daughters of the American Revolution, the Prince George's County African American Genealogical Society and other local institutions to develop and host a weekend genealogical workshop for both beginner and advanced participants by July 31, 2023.
   - ♦ *Completed on July 27, 2023.*

B. Create a curator-led lecture or lecture series to update the public about the story of local enslaved population by May 31, 2024.
   - ♦ *This is a three-part lecture series. The first lecture was on September 23, 2023. The second lecture will be completed by June 30,2024. The last lecture is scheduled for April 20, 2024.*

C. Create and lead two educational off-site trips that will enhance participant's knowledge of thoroughbred racing by May 31, 2024.
   - ♦ *The first educational off-site trip was completed on November 7, 2023. Second trip to be completed in Spring of 2024.*

Workload and Performance Indicators

	FY20	FY21	FY22	FY23	FY24	FY25
Belair Mansion - total visitors	3,087	410	3,720	4,468	4,500	4,500
Railroad Museum - total visitors	1,637	341	2,745	2,259	2,250	2,250
Welcome Center - total visitors	1,529	338	2,556	1,982	2,000	2,000
Belair Stable - total visitors	977	135	836	1,889	2,000	2,000
Genealogy Library - total visitors	208	62	232	327	300	300
Radio/Television Museum - total visitors	718	92	656	964	975	975
Special events, program, lectures, etc.	70	4	66	75	75	75
Expenditures per capita	$8.06	$7.45	$9.61	$8.75	$12.16	$13.52
Percent of City total expenditures	0.94%	0.89%	1.06%	0.93%	1.15%	1.07%

HISTORIC PROPERTIES

Activity: #540	Department: Community Services
Fund: General	Function: Parks, Culture and Recreation

Objectives for Fiscal Year 2025

1. Redesign the Welcome Center interior to enable it to accommodate various arts-based programs, and community uses to bring arts and entertainment to Old Bowie by January 31, 2025.
2. Establish a series of educational programs for local school children (K-12) that meet the common core curriculum standards for the State of Maryland by October 2024.
3. Collaborate with Bowie State University to develop an internship program focusing on museum studies to be launched by March 31, 2025.

Significant Budget Changes

None.

Expenditures

	ACTUAL 2022-2023	BUDGET 2023-2024	ESTIMATED 2023-2024	PROPOSED 2024-2025	ADOPTED 2024-2025	Pct. Change
Personal Services	307,025	394,400	360,700	396,700	-	0.6%
Contractual Services	192,879	311,800	300,100	335,300	-	7.5%
Commodities	9,793	38,600	38,600	39,500	-	2.3%
Other Charges	580	1,800	1,800	2,000	-	11.1%
Capital Outlay	-	15,000	-	15,000	-	0.0%
Total	510,277	761,600	701,200	788,500	-	3.5%

Personal Services - Full Time Equivalents

	FY23	FY24	FY25
Historic Properties Manager	1.0	1.0	1.0
Museum Manager	1.0	1.0	1.0
Museum Curator	1.0	1.0	1.0
P/T Museum Aide	2.4	2.4	2.4
Total	5.4	5.4	5.4

♦***Salaries and Wages*** ***316,000***

Salaries and Wages paid to full time and part time employees.

♦***Fringe Benefits*** ***80,700***

Fringe benefits related to full time and part time salaries and wages: FICA, contributions to employee annuities, unemployment compensation, workers compensation, hospitalization/medical insurance, prescription plan, life insurance and weekly indemnity, optical/dental plan.

Contractual Services

♦***Advertising (01540-51105)*** ***2,500***

Promotional campaigns to encourage use and visitation.

HISTORIC PROPERTIES

Activity: #540	Department: Community Services
Fund: General	Function: Parks, Culture and Recreation

♦***Professional Services (01540-51125)*** ***73,000***
Provides professional services for conservation of museum objects and exhibits design, furniture repairs, and exhibit maintenance. Includes fees for educational program consultants, incidental appraiser fees for possible collection additions, and A&E services for design and specifications for museums physical plant. Includes printing brochures, newsletter, and heritage/outreach programming. Includes monthly service fees for credit card machine at Mansion.

♦***Travel and Training (01540-51145)*** ***1,600***
Reimbursement of personal vehicle mileage and job-related training in connection with the Historic Program and City business.

♦***Communications (01540-51205)*** ***10,500***
Telephone service.

♦***Public Utility Services (01540-51220)*** ***82,400***
Gas and electric service for all City historic properties and museums.

♦***Repair and Maintenance – Buildings (01540-51235)*** ***165,300***
Contractual services for electrical, plumbing, heating and air conditioning and other repair and cleaning services which are beyond the capabilities of City staff. Provides for alarm systems/repairs, exterior lighting maintenance and repair, elevator maintenance, window and other cleaning services. Includes incidental maintenance/repair painting at all historic properties, incidental plaster repair at Belair Mansion, and incidental maintenance painting at all sites.

Commodities

♦***Materials, Archival Supplies & Minor Equipment (01540-52005)*** ***5,800***
Office supplies, signage for events, archival and conservation supplies.

♦***Operating Office Supplies (01540-52010)*** ***5,800***
Museum program supplies and consumable operating expenses for all City historic properties and museums.

♦***Operating Museum Shop Supplies – Belair Mansion (01540-52015)*** ***20,000***
Operating supplies and purchase of items for sale in Belair Mansion Museum Shop as recommended by the Friends of Belair Estate. Amount offset by funds raised through donations and shop sales in previous fiscal years. Includes projects such as additional furnishings at the Belair Mansion and Stable Museum.

♦***Repair & Maintenance Supplies (01540-52030)*** ***7,900***
Repair and maintenance supplies such as paint, lumber and hardware for all City historic properties and museums, including janitorial supplies for those properties.

Other Charges

♦***Subscriptions and Memberships (01540-55090)*** ***2,000***
Subscriptions to American Association of Museums, Prince George's County Conference and Visitors Bureau, Prince George's County Museum Consortium, Association of Railway Museums, American Association for State and Local History, and various other memberships and subscriptions.

HISTORIC PROPERTIES

Activity: #540	Department: Community Services
Fund: General	Function: Parks, Culture and Recreation

Capital Outlay

♦ ***Machinery and Equipment (01540-57020)*** ***15,000***

Funds raised by Friends of Belair Estate in previous fiscal years through donations and museum shop sales which are provided as capital outlay for purchase of collection items and specialized historic finishes to the interiors for the Belair Mansion and Stable museums.

GYMNASIUM

Activity: #550	Department: Community Services
Fund: Gymnasium	Function: Parks, Culture and Recreation

Description

The gymnasium provides court space for the community to participate in indoor athletic activities. Staff collaborates with local organizations to provide recreational activities that include basketball, volleyball, pickleball, cheer, and indoor walking. In keeping with the Gymnasium and Senior Center Campus concept, weekday morning programs support wellness activities to better serve our senior population. Two rooms are available for meetings, classes, and parties. Summer activities include sports camps and clinics. Local and regional tournaments are hosted throughout the year.

Objectives and Results for Fiscal Year 2024

A. Perform recommended 10-year deep sanding of basketball court, to include the addition of permanent pickleball lines by September 30, 2023.
- ♦ *This objective has been deferred to the regular maintenance closure in FY 2025.*

B. Investigate collaborative opportunities to host a regional Pickleball tournament. Objective to be completed by December 31, 2023.
- ♦ *Staff collaborated with the Prince George's County Pickleball Club and hosted Spring 2024 tournament on Friday, April 5, 2024.*

C. Design and host two (2) Friday night teen events by June 30, 2024.
- ♦ *A Teen Fun Night with a DJ, games and dance workout was held on March 15, 2024. Staff has scheduled a basketball clinic and workout for middle school aged students on April 26, 2024.*

Workload and Performance Indicators

	FY20	FY21	FY22	FY23	FY24	FY25
Total Operating Hours	4,160	2,100	4,600	4,500	4,500	4,500
Groups served	150	75	43	43	43	43
Memberships	-	-	-	237	550	550
Revenue from Guest Passes	-	-	-	$25,575	$25,000	$25,000
Visitation based on hourly count	-	-	-	59,800	75,000	75,000
Special Events	-	-	-	17	22	22
Court hours reserved	8,400	1,000	12,435	12,500	12,500	12,500
Revenue from Court Rentals	$ 130,643	$ 8,992	$ 167,135	$ 162,674	$ 160,000	$ 160,000
Revenue from Meeting Rooms	-	-	$10,675	$2,975	$11,400	$11,400
Open gym hours programmed	9,360	4,700	7,949	8,000	8,000	8,000
Expenditures per capita	$11.35	$8.26	$12.24	$11.67	$13.01	$15.35
Percent of City total expenditure	1.33%	0.99%	1.35%	1.24%	1.23%	1.21%

Objectives for Fiscal Year 2025

1. Establish a pilot fitness-based program geared towards pre-school and elementary aged youth to promote physical activity and fitness by July 30, 2024.
2. Collaborate with Building Maintenance division to replace the flooring in the two large meeting rooms by September 30, 2024.
3. Perform recommended 10-year deep sanding of basketball court and include permanent pickleball lines by September 30, 2024.
4. Collaborate with Building Maintenance division to install main duct insulation sock, eliminating duct sweating over the court area. Installation to occur by September 30, 2024.

GYMNASIUM

Activity: #550	Department: Community Services
Fund: Gymnasium	Function: Parks, Culture and Recreation

5. Collaborate with the Board of Elections to support primary and general presidential elections by November 30, 2024.
6. Host two youth events, one marketed to high school students and the second towards middle school students, to promote physical fitness through social programming by May 31, 2025.

Significant Budget Changes

Reduction of hours for the part-time Gymnasium Supervisor position by 0.4 FTE at $ 27,385.

Expenditures

	ACTUAL 2022-2023	BUDGET 2023-2024	ESTIMATED 2023-2024	PROPOSED 2024-2025	ADOPTED 2024-2025	Pct. Change
Personal Services	522,962	636,800	532,500	589,100	-	-7.5%
Contractual Services	123,145	263,400	175,400	241,500	-	-8.3%
Commodities	34,339	47,400	41,500	46,900	-	-1.1%
Other Charges	296	600	600	600	-	0.0%
Total	680,742	948,200	750,000	878,100	-	-7.4%

Personal Services - Full Time Equivalents

	FY23	FY24	FY25
Gymnasium Manager	1.0	1.0	1.0
Assistant Gymnasium Manager	1.0	1.0	1.0
Gymnasium Supervisor, Senior	1.0	1.0	1.0
P/T Gymnasium Supervisor	3.8	3.8	3.4
P/T Gymnasium Attendant	.4	.4	.4
Total	7.2	7.2	6.8

♦***Salaries and Wages*** ***465,900***

Salaries and Wages paid to full time and part time employees.

♦***Fringe Benefits*** ***123,200***

Fringe benefits related to full time and part time salaries and wages: FICA, contributions to employee annuities, unemployment compensation, workers compensation, hospitalization/medical insurance, prescription plan, life insurance and weekly indemnity, optical/dental plan.

Contractual Services

♦***Advertising (01550-51105)*** ***1,200***

Includes advertising in newspapers, magazines, and sporting programs.

GYMNASIUM

Activity: #550	Department: Community Services
Fund: Gymnasium	Function: Parks, Culture and Recreation

♦ ***Professional Services (01550-51125)*** ***39,000***
Includes tournament, referees, deejays, and equipment for special City sponsored events.

♦ ***Travel and Training (01550-51145)*** ***2,400***
Conferences, staff training, workshops and mileage reimbursement for personal vehicle use.

♦ ***Communications (01550-51205)*** ***3,800***
Telephone, mobile phone or other communication contracts including alarm lines.

♦ ***Public Utility Services (01550-51220)*** ***65,000***
Includes gas, electricity and water charge.

♦ ***Repair & Maintenance-Buildings (01550-51235)*** ***130,100***
Includes electrical, plumbing, HVAC and general building Maintenance.
Also includes sanding and refinishing floor.

Commodities

♦ ***Materials, Supplies and Minor Equipment (01550-52005)*** ***7,900***
Administrative supplies.

♦ ***Operating Supplies (01550-52010)*** ***36,000***
Includes programs, first aid, concession and custodial supplies.

♦ ***Protective Apparel (01550-52020)*** ***3,000***
Staff Uniforms.

Other Charges

♦ ***Subscriptions and Memberships (01550-55090)*** ***600***
Includes annual fees for the Maryland State Health Department and Prince George County Health Department permit.

PLANNING AND
SUSTAINABILITY

PLANNING

Activity: #195	Department: Planning and Sustainability
Fund: General	Function: General Government

Description

The Department of Planning and Sustainability provides professional support by making recommendations on development proposals to the City Manager and the City Council and conducting both short- and long-range special studies. An additional focus of the Department is working to preserve and protect our environment and planning for a sustainable future, through various activities and initiatives identified in the City Council's Approved Climate Action Plan and Approved Sustainability Plan.

Planning Division

The Planning Division's mission is to influence, in a positive and constructive way and with significant citizen involvement, the growth and physical development of the City, thereby ensuring its consistency with approved plans, the land use policies and guidelines of the City Council and development regulations of Prince George's County. The Division reviews individual development proposals, prepares and coordinates plans, studies, and recommendations, and participates in public policy planning. The Planning Division also provides technical assistance and staff liaison to the Bowie Advisory Planning Board and Environmental Advisory Committee. The Division also distributes land development and demographic information, reviews County and State legislation affecting the City, and negotiates annexation agreements.

Objectives and Results for Fiscal Year 2024

A. Complete a Wayfinding Plan for The Bowie Byway trail system by June 30, 2024.
   - ♦ *A Request for Proposals was issued in November and bids were received in January. A consultant was hired and a Wayfinding Plan was completed.*

B. Design and disseminate a new Bicycle Map to residents and trail users by March 31, 2024.
   - ♦ *Quotes were received in December and a contract signed in January. The Bicycle Map was completed and made ready for distribution by March 31, 2024.*

C. Apply for grant funding for design and engineering of the MD 214 Pedestrian Overpass project.
   - ♦ *A grant application was submitted in September to the Federal Reconnecting Neighborhoods and Communities (RCN) program.*

D. Coordinate with Prince George's County Department of Public Works and Transportation on Race Track Road improvement project as it proceeds to construction.
   - ♦ *The project has been fully designed and engineered. Construction is planned in FY 2025.*

E. Develop a public information and outreach campaign to educate drivers, bicyclists and pedestrians concerning bicycle and pedestrian safety by December 31, 2023.
   - ♦ *The Prince George's County Vision Zero and State of Maryland Safe Routes to School programs were reviewed and meetings were held with the Green Team Executive Committee's subgroups. Internal meetings with City staff, including the Communications Division, and staff from Montgomery County and Anne Arundel County were held in the fall, and a draft outline of a program was prepared. Content was developed in early 2024 and used in preparation of the City Bicycle Map. An information campaign focusing on local schools was launched in conjunction with Prince George's County and The Maryland-National Capital Park and Planning Commission.*

PLANNING

Activity: #195	Department: Planning and Sustainability
Fund: General	Function: General Government

F. Complete a State of Place Assessment of the Bowie Center and Old Town Bowie by September 30, 2023, and a General Plan Center Assessment for the Bowie Center by June 30, 2024.

- ♦ *The project start was delayed for a variety of reasons but began in October with data collection activities involving 78 benchmark neighborhoods. A software onboarding session was held with the consultant in December. City staff used the scenario tool throughout the spring to examine options for the three City locations evaluated in the analysis. An informational presentation with findings and recommendations was provided to City Council in April.*

G. Complete an analysis of American Community Survey data for the Bowie Center by June 30, 2024.

- ♦ *A summary of ACS data for 2018-2022 was provided in the December 14, 2023 status report and demographic information on the City website was updated. An analysis document was provided to City Council in June.*

Workload and Performance Indicators

Planning Division Indicators	CY19	CY20	CY21	CY22	CY23	CY24
Development review applications (representing the entire planning area) - total	17	21	32	23	12	30
Subdivision reviews - total	2	2	4	5	-	3
Zoning reviews - total	-	4	5	2	2	3
a. Zoning map amendments	-	1	-	-	-	
b. Special exceptions	-	-	1	-	1	
c. Other (Departures, HMAs, CDPs, ROSP)	-	3	4	2	1	3
Site plans - total	8	5	11	13	6	14
a. Conceptual site plans	-	-	1	1	-	-
b. Specific design plans	-	-	-	1	1	-
c. Detailed site plans	4	3	3	6	3	5
d. Site plan revisions	5	2	7	5	2	9
Variances - total	6	10	17	3	4	10
Number of major mailings (FY)	22	14	9	16	11	6
Number of public notice letters mailed (FY)	6,724	1,752	1,152	2,319	2,384	1,000
Number of hearing signs posted (FY)	100	67	38	71	34	30
Number of status reports written (FY)	95	50	56	52	77	60
Number of stakeholder meetings	6	6	4	4	4	5
Number of special studies underway	4	4	3	5	4	3
Number of county legislative bills reviewed	21	20	66	27	32	25

	FY20	FY21	FY22	FY23	FY24	FY25
Expenditures per capita	$11.18	$12.77	$10.40	$12.91	$10.42	$10.44
Percent of City total expenditures	1.31%	1.53%	1.15%	1.37%	0.99%	0.82%

PLANNING

Activity: #195	Department: Planning and Sustainability
Fund: General	Function: General Government

Objectives for Fiscal Year 2025

1. Coordinate consultant contract for design and engineering of the MD 214 Pedestrian Overpass project and apply for grant funding for construction by June 30, 2025. (This will be in if CIP is approved).
2. Complete video series on the City's Bowie Byway Trail System by March 31, 2025.
3. Obtain cost estimates for conducting forest assessments on three City owned properties by December 31, 2024.

Significant Budget Changes

None.

Expenditures

	ACTUAL 2022-2023	BUDGET 2023-2024	ESTIMATED 2023-2024	PROPOSED 2024-2025	ADOPTED 2024-2025	Pct. Change
Personal Services	686,448	608,200	566,700	575,100	-	-5.4%
Contractual Services	25,705	27,700	16,100	4,800	-	-82.7%
Commodities	4,242	1,200	1,000	1,000	-	-16.7%
Other Charges	36,843	13,300	16,700	16,000	-	20.3%
Total	753,238	650,400	600,500	596,900	-	-8.2%

Personal Services - Full Time Equivalents

	FY23	FY24	FY25
Director, Planning and Sustainability	1.0	1.0	1.0
Transportation Specialist II	1.0	1.0	1.0
Watershed Manager	1.0	1.0	1.0
Executive Office Associate	1.0	1.0	1.0
Sustainability Manager	1.0	-	-
Sustainability Planner	1.0	-	-
Total	6.0	4.0	4.0

♦ ***Salaries and Wages*** ***436,200***

Salaries and Wages paid to full time and part time employees.

♦ ***Fringe Benefits*** ***138,900***

Fringe benefits related to full time and part time salaries and wages: FICA, contributions to employee annuities, unemployment compensation, workers compensation, hospitalization/medical insurance, prescription plan, life insurance and weekly indemnity, optical/dental plan.

Contractual Services

♦ ***Professional Services (01195-51125)*** ***1,000***

Contract for technical services for various issues such as traffic capacity, safety, environmental reviews, etc.

PLANNING

Activity: #195	Department: Planning and Sustainability
Fund: General	Function: General Government

♦ ***Travel and Training (01195-51145)*** ***3,800***

Attend the annual Chesapeake Watershed Forum and local APA, COG, NACTO, MML, PGCMA, M-NCPPC, Maryland State, Prince George's County, and other technical seminars and training meetings.

Commodities

♦ ***Materials, Supplies & Minor Equipment (01195-52005)*** ***1,000***

Purchase technical reports and ordinances, map updates, and minor equipment. Also includes materials and supplies for the Bowie Advisory Planning Board, Environmental Advisory Committee and for Bike to Work Day events in the City.

♦ ***Subscriptions and Memberships (01195-55090)*** ***16,000***

Membership/certifications in the American Planning Association, the American Institute of Certified Planners, and the Chesapeake Water Environment Association. Subscriptions to Prince George's Newsletter, other news publications, periodicals, and technical bulletins. Includes annual dues for membership in the Anacostia Trails Heritage Area (ATHA).

SUSTAINABILITY

Activity: #196	Department: Planning and Sustainability
Fund: General	Function: General Government

Description

The Sustainability Division was created out of the Department of Planning and Sustainability in FY2024. The Sustainability Division works to preserve and protect our environment and plan for a sustainable future through various activities and initiatives identified in the City Council's approved Climate Action Plan, approved Sustainability Plan, and other climate-focused plans as they arise. The Division provides technical assistance and staff liaison to the Green Team Executive Committee and all its subgroups and completes several certifications for the City, including the Department of Housing and Community Development's Sustainable Communities application, Sustainable Maryland Certified recertification, and the National Wildlife Federation's Community Habitat Program. The Sustainability Division also oversees Green Bowie programs sponsored by the City and provides continuing education and outreach on a wide range of sustainability efforts to a wide and all-encompassing audience.

Objectives and Results for Fiscal Year 2024

A. Launch a new composting drop-off program, in collaboration with Public Works and Community Services, by December 31, 2023.
   - ♦ *Drop off site launched in December of 2023.*

B. Update the format and complete the State of the Environment Report, utilizing both Brightly and the International Council for Local Environmental Initiatives (ICLEI) systems for tracking environmental data, by September 1, 2023.
   - ♦ *Report was updated, completed, and released in August of 2023.*

C. Host an Environmental Forum or Town Hall by June 30, 2024.
   - ♦ *Environmental Forum being held in June of 2024.*

Workload and Performance Indicators

	CY19	CY20	CY21	CY22	CY23	CY24
Certified National Wildlife Federation habitats	8	6	1	9	6	5
Energy audit rebates issued by City	71	15	4	38	30	25
Food waste program participants	67	20	6	6	18	15
Lawn mower rebates issued	239	72	78	91	140	150
Trees planted with Plant One Tree on Us	57	77	72	49	75	75
Number of Green Bowie Businesses	1	-	-	1	1	1
Number (cumulative total) of Green Bowie e-Newsletter subscribers	954	982	990	1,104	1,313	1,500

	FY20	FY21	FY22	FY23	FY24	FY25
Expenditures per capita	-	-	-	-	$5.27	$7.96
Percent of City total expenditures	-	-	-	-	0.50%	0.63%

SUSTAINABILITY

Activity: #196	Department: Planning and Sustainability
Fund: General	Function: General Government

Objectives for Fiscal Year 2025

1. Obtain consulting services for the formulation of a brand-new Environmental Action Plan, which will take the place of both the Sustainability Plan and Climate Action Plan, by June 2025.
2. Purchase, install, and promote the Little Free Library at Centennial Park by December 31, 2024.

Significant Budget Changes

None.

Expenditures

	ACTUAL 2022-2023	BUDGET 2023-2024	ESTIMATED 2023-2024	PROPOSED 2024-2025	ADOPTED 2024-2025	Pct. Change
Personal Services	-	221,000	194,100	220,700	-	-0.1%
Contractual Services	-	36,800	35,500	153,700	-	317.7%
Commodities	-	8,000	7,900	13,900	-	73.8%
Other Charges	-	72,500	66,000	66,800	-	-7.9%
Total	-	338,300	303,500	455,100	-	34.5%

Personal Services - Full Time Equivalents

	FY23	FY24	FY25
Sustainability Manager	-	1.0	1.0
Sustainability Planner	-	1.0	1.0
Total	-	2.0	2.0

♦***Salaries and Wages*** ***167,400***

Salaries and Wages paid to full time and part time employees.

♦***Fringe Benefits*** ***53,300***

Fringe benefits related to full time and part time salaries and wages: FICA, contributions to employee annuities, unemployment compensation, workers compensation, hospitalization/medical insurance, prescription plan, life insurance and weekly indemnity, optical/dental plan.

Contractual Services

♦***Professional Services (01196-51125)*** ***150,000***

As the Sustainability Plan and Climate Action Plan end (2026 and 2025 respectively) the City will need the professional services of a consultant for the creation of a new plan- an Environmental Action Plan.

SUSTAINABILITY

Activity: #196	Department: Planning and Sustainability
Fund: General	Function: General Government

♦ ***Travel and Training (01196-51145)*** ***3,700***

Attend the annual Summer MML (Sustainability Manager), Smart Cities conference Annual Clean Energy Summit

Commodities

♦ ***Materials, Supplies & Minor Equipment (01196-52005)*** ***13,900***

Purchase Green Bowie outreach materials such as energy efficiency and sustainability related giveaways, Farmers Market Bags, supplies for the annual Green Bowie Veterans 5K Also includes materials and supplies for the Green Team Executive Committee.

Other Charges

♦ ***Program Supplements (01196-55065)*** ***64,500***

Plant One Tree On Us (POTOU) Program- A turnkey program available to residents that involves the City planting canopy trees on 100 residential properties. The cost for the contractor is around $500 per tree.

Energy Audit Reimbursement Program- Eligible residents can apply to receive reimbursement from the City to offset the cost of a home performance energy audit. Funding for 25 homes to be audited.

Residential Rebate Program for Electric Powered Lawn Maintenance Equipment – A rebate program for residents who purchase electric lawn mowers, blowers, weedwhackers or hedge trimmers. Rebates are given at $50 for an electric mower and $25 for each subsequent item or a package rebate of $150 for buying all 4 pieces of equipment up front.

♦ ***Subscriptions and Memberships (01196-55090)*** ***2,300***

Membership fees for the Maryland Recycling Network (MRN) and its associated events/webinars, the U.S. Green Building Council (USGBC) and ICLEI. Purchase subscription to Canva Pro for Teams.

ADMINISTRATION

Activity: #310	Department: Public Works
Fund: General	Function: Public Works

Description

This division is the hub of all the Public Works services rendered to the City and its residents under the direction of the Public Works Director. The areas of responsibility for this department include solid waste collection and recycling, equipment maintenance, streets maintenance, capital project management, water filtration, wastewater treatment, and all related services for these divisions.

Objectives and Results for Fiscal Year 2024

A. Provide cost estimates for all construction CIP projects.
- ♦ *This objective is completed.*

B. Provide Beehive training to Inspectors to collect culvert inspection information.
- ♦ *To be completed by June 30, 2024.*

C. Provide assistance to Planning for Race Track property transfer.
- ♦ *This objective is completed.* Provided assistance for bid however, the project is being postponed until the City takes ownership of the property.

Workload and Performance Indicators

	FY20	FY21	FY22	FY23	FY24	FY25
Total number of engineering plan reviews	17	106	180	140	214	210
Number of plan reviews performed in-house[1]	26	100	30	60	70	60
Number of plan reviews contracted out	10	6	150	80	144	150
Number of RFPs issued above $25,000	21	23	18	19	10	8
Number of RFPs issued below $25,000	22	17	8	17	5	2
Number of contracts administered	227	211	218	225	213	213
Number of auctions posted on Public Surplus	31	36	15	47	35	41
Number of utility/ROW permits issued	21	150	15	45	48	30
Number of SWM permits issued	12	15	10	7	12	10
Number of driveway permits issued	9	10	5	3	5	5
Number of ESC permits issued	10	15	15	8	18	10
Number of annual MS4 inspections completed *	200	200	120	180	140	200
Expenditures per capita	$28.81	$31.21	$29.35	$31.09	$39.64	$52.79
Percent of City total expenditures	3.36%	3.73%	3.25%	3.29%	3.76%	4.17%

*MS4 Inspections performed every 2 years

[1] The increase in plan reviews is a result of including all reviews for permits related to utility work in the City Right-of-ways.

Objectives for Fiscal Year 2025

1. Provide cost estimates for all construction CIP projects.
2. Provide project management assistance to Departments of Community Services and Planning.
3. Review and update permitting process by June 30, 2025.

Significant Budget Changes

Reclassify Administrative Assistant (X-110) to Administrative Specialist (X-111) at $ 3,907.

ADMINISTRATION

Activity: #310	Department: Public Works
Fund: General	Function: Public Works

Expenditures

	ACTUAL 2022-2023	BUDGET 2023-2024	ESTIMATED 2023-2024	PROPOSED 2024-2025	ADOPTED 2024-2025	Pct. Change
Personal Services	1,338,733	1,581,700	1,353,800	1,676,900	-	6.0%
Contractual Services	465,651	829,400	910,800	1,324,700	-	59.7%
Commodities	8,664	23,700	20,100	17,300	-	-27.0%
Other Charges	318	500	500	500	-	0.0%
Total	1,813,366	2,435,300	2,285,200	3,019,400	-	24.0%

Personal Services - Full Time Equivalents

	FY23	FY24	FY25
Director, Public Works	1.0	1.0	1.0
Assistant Director, Public Works	1.0	1.0	1.0
Engineering Superintendent	1.0	1.0	1.0
Business Facility Manager	1.0	1.0	1.0
Contract Specialist	1.0	1.0	1.0
Project Manager	2.0	2.0	2.0
Street/Storm Drain Inspector	2.0	2.0	2.0
Executive Office Associate	-	-	1.0
Administrative Assistant	2.0	1.0	-
Contracts, Permits, and Cost Estimates Specialist	-	1.0	1.0
Permit Specialist	.8	-	-
Work Study/Intern	.5	.5	.5
Street Light Specialist	-	.6	.6
Total	12.3	12.1	12.1

♦ ***Salaries and Wages*** — ***1,233,900***

Salaries and Wages paid to full time and part time employees.

♦ ***Fringe Benefits*** — ***443,000***

Fringe benefits related to full time and part time salaries and wages: FICA, contributions to employee annuities, unemployment compensation, workers compensation, hospitalization/medical insurance, prescription plan, life insurance and weekly indemnity, optical/dental plan.

Contractual Services

♦ ***Professional Services (01310-51125)*** — ***1,034,800***

This amount is for services such as soil testing, surveys, flood plain studies, engineering studies and review of plans and permits beyond the staff's capabilities.

♦ ***Subscription Services - Software (01310-51126)*** — ***282,000***

This amount is for Software as a service (SaaS) solutions.

ADMINISTRATION

Activity: #310	Department: Public Works
Fund: General	Function: Public Works

♦ ***Travel and Training (01310-51145)*** ***7,900***

Transportation and expenses for the Public Works Director and staff at County, State and regional meetings.

Commodities

♦ ***Materials, Supplies & Minor Equipment (01310-52005)*** ***12,400***

Consumable items such as reproduction paper and other office supplies not available through central stores. Reference materials, engineering supplies and tools, office furnishings.

♦ ***Protective Apparel (01310-52020)*** ***4,900***

For rental of uniforms and purchase of rain gear, boots, gloves, safety apparel, etc., used by this division.

Other Charges

♦ ***Subscriptions and Memberships (01310-55090)*** ***500***

Subscriptions and memberships in professional organizations.

EQUIPMENT MAINTENANCE AND GARAGE

Activity: #320	Department: Public Works
Fund: General	Function: Public Works

Description

Maintaining and repairing City vehicles and equipment is the responsibility of this division.

Objectives and Results for Fiscal Year 2024

A. To have the customer service plan functional with the help of IT to supply equipment (desktop computer and monitor).
   - ♦ *This objective is complete.*

B. All technicians to be Automotive Service Excellence (ASE) certified.
   - ♦ *All mechanics currently on staff are certified. This objective is complete.*

Workload and Performance Indicators

	FY20	FY21	FY22	FY23	FY24	FY25
Number of vehicles and equipment in service*	249	179	183	238	238	238
Total number of vehicle miles driven	8,142,138	5,755,563	3,297,120	8,735,100	11,113,272	11,130,000
Average annual mileage per vehicle	32,699	32,154	18,017	46,700	43,073	46,700
Gallons of gasoline purchased for all vehicles	117,741	120,926	115,900	120,172	130,706	127,438
Gallons of diesel purchased for all vehicles	103,373	115,372	107,800	115,237	121,372	116,340
Number of preventive maintenance jobs done by contract	394	405	411	396	408	405
Number of repairs performed in-house	650	293	482	269	377	377
Number of repairs contracted out	100	30	51	49	43	49
Technicians ASE Certifications **	-	-	-	-	5	5
Expenditures per capita	$11.13	$11.85	$13.08	$13.68	$16.32	$17.72
Percent of City total expenditures	1.30%	1.42%	1.45%	1.45%	1.55%	1.40%

*Beginning in FY21, the performance indicators is exclusively for vehicles and equipment maintained by Public Works. Other vehicles, such as the Police fleet, are maintained through contracted services. Beginning in FY23,this indicator reflects vehicle and equipment in service by the Department of Public Works Equipment Maintenance, prior to it was only vehicles.
**Beginning in FY24, this performance indicator reflects the total number of Automotive Service Excellence (ASE) certifications earned annually. Prior to this, it was not tracked.

Objectives for Fiscal Year 2025

1. Acquire, create, and set-up a workstation for making hydraulic hoses in-house by June 30, 2025.
2. Create a consistent process for efficient preparation of equipment for snow removal before and after snow-season. This would include visual inspections, repairs, and proper storage by September 30, 2024.
3. Create a biannual comprehensive inventory of tools within the maintenance bay. Identify tools requiring upgrades and execute the necessary replacements by June 30, 2025.
4. Assess and outline future maintenance and repair needs for the City's electric vehicle (EV) fleet. Formulate a training plan for maintenance technicians, including sending them to relevant EV implementation training programs by June 30, 2025. Ensure readiness for the implementation of this objective by July 1, 2026.

Significant Budget Changes

None.

EQUIPMENT MAINTENANCE AND GARAGE

Activity: #320	Department: Public Works
Fund: General	Function: Public Works

Expenditures

	ACTUAL 2022-2023	BUDGET 2023-2024	ESTIMATED 2023-2024	PROPOSED 2024-2025	ADOPTED 2024-2025	Pct. Change
Personal Services	410,120	467,100	445,000	479,000	-	2.5%
Contractual Services	212,136	244,400	239,500	262,500	-	7.4%
Commodities	175,686	221,900	256,100	272,200	-	22.7%
Total	797,942	933,400	940,600	1,013,700	-	8.6%

Personal Services - Full Time Equivalents

	FY23	FY24	FY25
Vehicle Maintenance Superintendent	1.0	1.0	1.0
Assistant Vehicle Maintenance Superintendent	-	1.0	1.0
Vehicle Maintenance Technician	3.0	2.0	2.0
Total	4.0	4.0	4.0

♦***Salaries and Wages*** ***349,200***
Salaries and Wages paid to full time and part time employees.

♦***Fringe Benefits*** ***129,800***
Fringe benefits related to full time and part time salaries and wages: FICA, contributions to employee annuities, unemployment compensation, workers compensation, hospitalization/medical insurance, prescription plan, life insurance and weekly indemnity, optical/dental plan.

Contractual Services

♦***Professional Services (01320-51125)*** ***8,400***
Services for GPS tracking of vehicles.

♦***Subscription Services-Software (01320-51126)*** ***13,000***
This amount is for Software as a service (SaaS) solutions.

♦***Travel and Training (01320-51145)*** ***1,500***
Expenses for educational training and training materials.

♦***Public Utility Services (01320-51220)*** ***46,400***
This item provides for heating for the Public Works Garage and electricity for lighting, operation of equipment and air conditioning of office space in the garage and connected Public Works administrative building.

♦***Repair & Maintenance (01320-51230)*** ***145,500***
This item provides funding for contractual services for repair of vehicles which are outside the capabilities of City personnel and equipment. Such items as major transmission repairs, motor replacements and differentials are included. Provides for contractual preventive maintenance and inspection of vehicles. This item also provides funds for maintenance and repairs of all mobile radios in City vehicles, base station radios, and the City’s radio repeater with the exception of mobile radios in the Solid Waste, Police, Water and Wastewater Divisions.

EQUIPMENT MAINTENANCE AND GARAGE

Activity: #320	Department: Public Works
Fund: General	Function: Public Works

♦ ***Repair & Maintenance – Building (01320-51235)*** ***47,700***
This item provides funding for maintenance and repairs to Public Works property and facilities including the garage, fencing, site utilities and grounds. Funds allow for contract repairs for such items as plumbing, electrical, overhead doors, air conditioning, heating units, overhead cranes, exterior siding, fencing and gates. Also provides for maintenance contracts for HVAC systems, alarm system, pest control, and cleaning services.

Commodities

♦ ***Materials, Supplies and Minor Equipment (01320-52005)*** ***5,300***
Small tools and equipment.

♦ ***Operating Supplies (01320-52010)*** ***255,900***
For the purchase of tools, auto parts, tires, hardware, gasoline and motor oil for all City vehicles other than the Police, Water, Wastewater and Solid Waste Divisions.

♦ ***Protective Apparel (01320-52020)*** ***3,000***
For rental of uniforms and purchase of rain gear, boots, gloves, safety apparel for this division.

♦ ***Repair & Maintenance Supplies (01320-52030)*** ***8,000***
Lumber, nails, paint, screws, bolts, etc., for minor repairs; janitorial supplies, paper towels, soap and cleaning solvent for the garage and office.

SOLID WASTE

Activity: #330	Department: Public Works
Fund: General	Function: Public Works

Description
The collection and disposal of the City's solid waste is this division's responsibility. Regular weekly residential collections include household refuse (twice weekly), household mixed recyclables and yard waste. The division also collects from residents by appointment: metal and tires for recycling. Funds also provide for the disposal or composting of other debris generated in the City including annual leaf collections and storm debris.

Objectives and Results for Fiscal Year 2024
A. Hold a shredding/Styrofoam recycling event in Fall 2023 and Spring 2024.
- ♦ *Fall 2023 shredding/Styrofoam recycling event complete.*
- ♦ *In progress. Shredding/Styrofoam recycling event scheduled for June 2024.*
- ♦ *In progress. E-waste recycling event scheduled for January 2024.*

B. Develop plan to incorporate service to South Lake, Melford by December 2023.
- ♦ *Plan is implemented and crews have already begun to pick up in these neighborhoods.*

Workload and Performance Indicators

	FY20	FY21	FY22	FY23	FY24	FY25
Number of households served	21,723	21,726	21,728	21,730	21,785	22,285
Households served per employee	395	395	391	395	396	396
Total number of tons collected	30,069	32,642	31,427	29,040	30,000	32,255
Number of tons landfilled	20,174	22,189	22,219	19,520	21,000	24,255
Number of tons recycled	9,895	10,453	9,200	9,519	9,000	11,255
Single stream tons recycled	4,962	5,390	5,056	4,694	5,000	7,255
Percent of solid waste stream recycled	33%	32%	32%	33%	32%	32%
Sales revenues from recyclables	$8,817	$15,380	$14,602	$9,983	$15,000	$15,000
Number of tons of white metal collected	95	151	93	54	60	93
Expenditures per capita	$106.79	$104.05	$106.47	$116.60	$128.73	$153.34
Percent of City total expenditures	12.47%	12.44%	11.79%	12.35%	12.20%	12.10%

Objectives for Fiscal Year 2025
1. Conduct a shredding/Styrofoam recycling event in Fall 2024 and Spring 2025.
2. Conduct an e-waste recycling event in Fall 2024 and Spring 2025.

Significant Budget Changes
Reclassify Driver/Facility Maintenance Worker (Y-108) to Equipment Operator/Oil Recycling Coordinator (Y-110) at $9,905.

SOLID WASTE

Activity: #330	Department: Public Works
Fund: General	Function: Public Works

Expenditures

	ACTUAL 2022-2023	BUDGET 2023-2024	ESTIMATED 2023-2024	PROPOSED 2024-2025	ADOPTED 2024-2025	Pct. Change
Personal Services	3,829,541	4,609,200	3,599,400	4,558,300	-	-1.1%
Contractual Services	2,327,440	3,010,100	3,069,300	3,412,800	-	13.4%
Commodities	644,298	757,700	751,900	799,000	-	5.5%
Total	6,801,279	8,377,000	7,420,600	8,770,100	-	4.7%

Personal Services - Full Time Equivalents

	FY23	FY24	FY25
Solid Waste Superintendent	1.0	1.0	1.0
Assistant Solid Waste Superintendent	2.0	2.0	2.0
Administrative Assistant	1.0	1.0	1.0
Solid Waste Driver	15.0	15.0	15.0
Solid Waste Driver/Collector	13.0	13.0	13.0
Solid Waste Collector	25.0	25.0	25.0
Equipment Operator/Oil Recycling Coordinator	-	-	1.0
Driver/Facility Maintenance Worker	1.0	1.0	-
Total	58.0	58.0	58.0

♦***Salaries and Wages*** ***3,321,100***
Salaries and Wages paid to full time and part time employees.

♦***Fringe Benefits*** ***1,237,200***
Fringe benefits related to full time and part time salaries and wages: FICA, contributions to employee annuities, unemployment compensation, workers compensation, hospitalization/medical insurance, prescription plan, life insurance and weekly indemnity, optical/dental plan.

Contractual Services

♦***Professional Services (01330-51125)*** ***246,500***
Charges for contractual collection and collection event services. Fees for GPS tracking services.

♦***Travel and Training (01330-51145)*** ***1,100***
Training, professional seminars and training materials.

♦***Disposal Fees (01330-51210)*** ***2,890,500***
Charges for disposal of all regular solid waste and bulk items collected on the special pickup program and recycling fees.

♦***Public Utility Services (01330-51220)*** ***20,300***
This item provides for heating and electricity for the solid waste facilities.

SOLID WASTE

Activity: #330	Department: Public Works
Fund: General	Function: Public Works

♦***Repair & Maintenance (01330-51230)*** ***210,000***
Provides maintenance and repairs for all vehicles and radio equipment. Includes major repairs such as transmissions, differentials, motor overhaul, and tailgate assemblies performed by manufacturers and dealers for all vehicles in this division. Includes contractual preventive maintenance and inspection.

♦***Repair & Maintenance - Building (01330-51235)*** ***44,400***
Provides funds for repairs and maintenance of building systems, service contracts, plumbing and cleaning services, etc.

Commodities

♦***Materials, Supplies & Minor Equipment (01330-52005)*** ***108,800***
Funding provides for varied materials and supplies needed for the collection efforts. Includes safety materials, office supplies, and cleaning supplies. Also includes the purchase of recycling carts, compost bins and recycling rebate program.

♦***Operating Supplies (01330-52010)*** ***621,900***
This covers the cost of parts and supplies installed by City personnel, including tires, lights, batteries, ignition parts, anti-freeze, etc. Also, for the purchase of diesel fuel and oil for the solid waste division vehicles and recycling vehicles and equipment.

♦***Protective Apparel (01330-52020)*** ***68,300***
Includes uniform rental and purchase of rain gear, boots, gloves, etc., for this division.

STREETS

Activity: #340	Department: Public Works
Fund: General	Function: Public Works

Description

The responsibilities of this division include all street and sidewalk maintenance as well as street and traffic signs, posts, snow removal and ice control on 193 miles of city streets.

Objectives and Results for Fiscal Year 2024

A. Establish a program to systematically replace regulatory signs throughout the City. The Program will be based on recent condition assessment information collected using the reflectometer. Signs found to have been lacking in reflectivity as well as signs with significant age will be given priority.
  - *This objective is complete.*

B. Use Transconomy to contrast and compare sign reflectivity ratings collected in FY2023.
  - *This objective will be completed by June 30, 2024.*

C. Establish and implement a 25-year streetlight cable replacement program to upgrade the current cable infrastructure.
  - *This objective is complete.*

Workload and Performance Indicators

	FY20	FY21	FY22	FY23	FY24	FY25
Miles of street maintained by City	192.6	193.2	193.4	193.4	193.4	193.4
Square yards of streets resurfaced	63,600	165,000	160,937	153,008	147,282	133,191
Miles of street resurfaced	3.9	9.0	9.4	10.5	10.97	9.0
Linear feet of curb replaced	20,805	29,579	27,452	41,770	32,936	33,278
Street patching by staff (tons)	660	561	964	262	596	534
Curb-miles of street swept by City	1,926	1,932	1,934	1,934	1,678	1,934
Miles of sidewalks maintained by City	140.2	140.2	140.2	140.2	140.2	140.2
Square feet of sidewalk repaired or replaced	71,516	27,720	49,402	8,924	28,682	26,764
Square feet of apron repaired or replaced	8,030	6,469	5,117	5,962	5,849	5,314
Number of street signs maintained	7,050	7,080	7,080	7,088	7,106	7,106
Number of street signs replaced*	350	443	325	87	110	320
Crosswalks, arrows, stop bars maintained	445	445	445	445	445	445
Number of street lights maintained by City	5,980	6,005	5,943	5,943	6,140	6,550
Expenditures per capita	$95.59	$90.73	$108.87	$112.53	$126.13	$162.15
Percent of City total expenditures	11.16%	10.85%	12.05%	11.92%	11.95%	12.79%

* Includes name sign replacement program FY2017-FY2021.

Objectives for Fiscal Year 2025

1. Replace 212 regulatory signs throughout the city. Replacements are prioritized based on the recent reflectometer readings and neighborhoods with the most deficiencies by June 30, 2024.
2. Replace salt storage shed and improve parking by June 30, 2024.

Significant Budget Changes

Reclassify Executive Office Associate (Y-111) to Executive Office Associate/Street Light Specialist (Y-113) at $ 5,227.

STREETS

Activity: #340	Department: Public Works
Fund: General	Function: Public Works

Expenditures

	ACTUAL 2022-2023	BUDGET 2023-2024	ESTIMATED 2023-2024	PROPOSED 2024-2025	ADOPTED 2024-2025	Pct. Change
Personal Services	2,101,315	2,450,700	1,993,000	2,361,200	-	-3.7%
Contractual Services	4,039,853	5,286,500	4,695,100	6,331,400	-	19.8%
Commodities	422,637	585,800	582,500	581,300	-	-0.8%
Total	6,563,805	8,323,000	7,270,600	9,273,900	-	11.4%

Personal Services - Full Time Equivalents

	FY23	FY24	FY25
Street Maintenance Superintendent	1.0	1.0	1.0
Assistant Maintenance Superintendent	2.0	2.0	2.0
Associate Executive Office/Street Light Specialist	-	-	.6
Executive Office Associate	.6	.6	-
Streets/Storm Drain Inspector	1.0	1.0	1.0
Traffic/Sign Technician Supervisor	1.0	1.0	1.0
Assistant Traffic/Sign Technician	1.0	1.0	1.0
Equipment Operator, Senior/Street Sweeper	1.0	1.0	1.0
Equipment Operator, Senior	2.0	2.0	2.0
Equipment Operator	5.0	5.0	5.0
Concrete Worker	3.0	3.0	3.0
Street Maintenance Worker	5.0	2.0	2.0
Street Maintenance Worker, Senior	-	3.0	3.0
Concrete Crew Leader	1.0	1.0	1.0
Asphalt Crew Leader	1.0	1.0	1.0
Streets Intern	.4	.4	.4
Seasonal Laborers	3.7	3.7	3.7
Total	28.7	28.7	28.7

♦***Salaries and Wages*** ***1,720,600***
Salaries and Wages paid to full time and part time employees.

♦***Fringe Benefits*** ***640,600***
Fringe benefits related to full time and part time salaries and wages: FICA, contributions to employee annuities, unemployment compensation, workers compensation, hospitalization/medical insurance, prescription plan, life insurance and weekly indemnity, optical/dental plan.

Contractual Services

♦***Travel and Training (01340-51145)*** ***21,300***
Expenses for educational training.

STREETS

Activity: #340	Department: Public Works
Fund: General	Function: Public Works

♦***Equipment Rental (01340-51215)*** ***227,000***
This provides for the rental of equipment necessary for this division which is not owned by the City. Included would be such items as large loaders, dump trucks, graders, barricades, and additional equipment. Includes extra truck rental for loose-leaf pickup, scissor lift for radar sign relocations, and contract snow removal and equipment.

♦***Repair & Maintenance (01340-51230)*** ***725,000***
Provides for the use of contractors to expedite street repairs, including curb and sidewalk replacement program, driveway aprons and related asphalt patching. Also includes road striping.

♦***Repair & Maintenance – Building (01340-51235)*** ***47,800***
Provides funds for repairs and maintenance of building systems, service contracts, plumbing, cleaning services, etc.

♦***Street Lighting, Cleaning & Relamping (01340-51245)*** ***1,734,300***
This account provides for electric current throughout the City by Baltimore Gas and Electric Company, as well as City-owned streetlights and traffic control signals that are maintained by private contractors. Local distribution and maintenance rates are set and approved by the State Public Service Commission. Generation and transmission charges are now part of a deregulated environment. Includes streetlight pole repairs and painting. Also provides for repair of streetlights, poles and fixtures damaged by unknown individuals or storms. The City bills individuals for damage to poles and fixtures when it can be determined who is responsible for damage.

♦***Street Resurfacing (01340-51250)*** ***3,576,000***
Annual contract for resurfacing of City streets and replacement of paver sections.

Commodities

♦***Materials, Supplies & Minor Equipment (01340-52005)*** ***106,800***
For the purchase of air hammer blades, shovels, picks, barricades, pumps, saws and diamond blades. Includes storm drain grates and risers, snow related equipment, and minor office furniture purchases.

♦***Operating Supplies (01340-52010)*** ***214,500***
To provide for the purchase of such items as crack sealer, topsoil, stone, gravel, mason sand, traffic paint, street signs, and posts. This also provides for the purchase of salt, road sand, magnesium chloride, and other materials related to snow removal.

♦***Protective Apparel (01340-52020)*** ***28,000***
For rental of uniforms and purchase of rain gear, boots, gloves, safety apparel, etc., used by this division.

♦***Repair & Maintenance Supplies (01340-52030)*** ***232,000***
Provides for the purchase of bituminous concrete and concrete for the repairs and maintenance of streets and sidewalks.

STORMWATER MANAGEMENT

Activity: #341		Department:	Public Works
Fund: General		Function:	Public Works

Description

To provide stormwater facility management to the City's stormwater system. Services to be provided include cleaning and mowing of grass drainage areas. This division also provides service to the special tax districts.

Objectives and Results for Fiscal Year 2024

A. Create an inventory of valves for SWM structures.
- ♦ *This objective is completed-completed in Beehive.*

B. Establish and implement a valve exercise program to determine valve operation on the City Ponds and other City Stormwater structures.
- ♦ *This objective is complete. Completed- set schedule in Beehive.*

C. Establish and implement a routine and corrective maintenance schedule for the City's stormwater facilities, outfalls, and drainage areas.
- ♦ *This objective is completed. Completed- set schedule in Beehive.*

Workload and Performance Indicators

	FY20	FY21	FY22	FY23	FY24	FY25
Number of SWM facilities maintained	82	82	82	82	82	82
Number of SWM outfalls and drainage areas maintained	76	76	76	76	76	76
Expenditures per capita	$8.89	$10.19	$10.44	$11.05	$11.46	$15.39
Percent of City total expenditures	1.04%	1.22%	1.16%	1.17%	1.09%	1.21%

Objectives for Fiscal Year 2025

1. Establish and implement 5-year program to replace underdrains by June 30, 2024.
2. Stabilize bank erosion at Melford Pond by June 30, 2024.
3. Develop a multi-year program for stormwater management facilities (ponds), maintenance and clean-up by June 30, 2024.

Significant Budget Changes

None.

Expenditures

	ACTUAL 2022-2023	BUDGET 2023-2024	ESTIMATED 2023-2024	PROPOSED 2024-2025	ADOPTED 2024-2025	Pct. Change
Personal Services	527,099	639,200	550,100	664,700	-	4.0%
Contractual Services	67,294	120,300	68,400	131,200	-	9.1%
Commodities	50,286	65,900	42,000	84,300	-	27.9%
Total	644,679	825,400	660,500	880,200	-	6.6%

STORMWATER MANAGEMENT

Activity: #341	Department:	Public Works
Fund: General	Function:	Public Works

Personal Services - Full Time Equivalents

	FY23	FY24	FY25
Stormwater Management Supervisor	1.0	1.0	1.0
Equipment Operator, Senior	1.0	1.0	1.0
Laborer, Senior	1.0	1.0	1.0
Laborer	2.0	2.0	2.0
Crew Leader	2.0	2.0	2.0
Temporary Laborer	1.1	1.1	1.1
Total	8.1	8.1	8.1

♦***Salaries and Wages*** ***493,800***
Salaries and Wages paid to full time and part time employees.

♦***Fringe Benefits*** ***170,900***
Fringe benefits related to full time and part time salaries and wages: FICA, contributions to employee annuities, unemployment compensation, workers compensation, hospitalization/medical insurance, prescription plan, life insurance and weekly indemnity, optical/dental plan.

Contractual Services

♦***Professional Services (01341-51125)*** ***500***
Amount provided for contractual services which are outside the capabilities of City personnel and equipment.

♦***Travel and Training (01341-51145)*** ***1,500***
Expenses for educational training.

♦***Equipment Rental (01341-51215)*** ***5,000***
To provide for the rental of equipment necessary for this division which is not owned by the City.

♦***Repair and Maintenance (01341-51230)*** ***124,200***
For repair and maintenance to existing stormwater management facilities, outfalls, drainage areas and storm drainage piping.

Commodities

♦***Materials, Supplies & Minor Equipment (01341-52005)*** ***14,500***
For the purchase of small tools, equipment, supplies and maintenance materials.

♦***Operating Supplies (01341-52010)*** ***59,400***
To provide for the necessary material such as grass seed, native trees and shrubs for drainage channels and fertilizer to maintain the stormwater areas. Also includes gasoline and oil for equipment.

♦***Protective Apparel (01341-52020)*** ***10,400***
For the purchase of rain gear, boots, gloves, etc., for this division. Includes uniform rental.

STORMWATER MANAGEMENT SPECIAL TAX DISTRICTS

Activity:	# Varies	Department:	Public Works
Fund:	General	Function:	Public Works

Description

To provide stormwater facility maintenance on several stormwater facilities within the City. Services to be provided include inlet and storm sewer cleaning as well as cleaning and mowing of grass drainage areas. Funding of this service is provided by the special tax districts and the general revenues of the City.

Objectives and Results for Fiscal Year 2024

A. Effectively manage work performed by contractors.
- ♦ *Ongoing.*

Objectives for Fiscal Year 2025

1. Effectively manage work performed by contractors.

Significant Budget Changes

None.

Special Taxing District 1 – Maryland Science & Technology Center (Melford)

Expenditures

	ACTUAL 2022-2023	BUDGET 2023-2024	ESTIMATED 2023-2024	PROPOSED 2024-2025	ADOPTED 2024-2025	Pct. Change
Contractual Services	-	1,100	-	-	-	-100.0%
Total	-	1,100	-	-	-	-100.0%

Special Taxing District 2 – Bowie Town Center (Centennial Park)

Expenditures

	ACTUAL 2022-2023	BUDGET 2023-2024	ESTIMATED 2023-2024	PROPOSED 2024-2025	ADOPTED 2024-2025	Pct. Change
Contractual Services	5,208	6,900	5,500	6,900	-	0.0%
Total	5,208	6,900	5,500	6,900	-	0.0%

Contractual Services

♦ Professional Services (01345-51125) ***6,900***

Technical review costs, legal services and administrative costs associated with the special tax districts. Includes inlet and storm sewer cleaning as well as trash removal and mowing of grass drainage areas. Funding is provided by the special taxing district (57%) and general revenues of the City (43%).

STORMWATER MANAGEMENT SPECIAL TAX DISTRICTS

Activity: # Varies		Department:	Public Works
Fund: General		Function:	Public Works

Special Taxing District 5 – Highbridge

Expenditures

	ACTUAL 2022-2023	BUDGET 2023-2024	ESTIMATED 2023-2024	PROPOSED 2024-2025	ADOPTED 2024-2025	Pct. Change
Contractual Services	1,260	1,700	1,400	1,700	-	0.0%
Total	1,260	1,700	1,400	1,700	-	0.0%

Contractual Services

♦ ***Professional Services (01348-51125)*** ***1,700***

Technical review costs, legal services and administrative costs associated with the special tax districts. Includes inlet and storm sewer cleaning as well as trash removal and mowing of grass drainage areas. Funding is provided by the special taxing district (13%) and general revenues of the City (87%).

Special Taxing District 6 – Gateway Center

Expenditures

	ACTUAL 2022-2023	BUDGET 2023-2024	ESTIMATED 2023-2024	PROPOSED 2024-2025	ADOPTED 2024-2025	Pct. Change
Contractual Services	1,904	2,500	2,000	2,500	-	0.0%
Total	1,904	2,500	2,000	2,500	-	0.0%

Contractual Services

♦ ***Professional Services (01349-51125)*** ***2,500***

Technical review costs, legal services and administrative costs associated with the special tax districts. Includes inlet and storm sewer cleaning as well as mowing of grass drainage areas.Funding is provided by the special taxing district (100%).

Special Taxing District 7 – Pin Oak

Expenditures

	ACTUAL 2022-2023	BUDGET 2023-2024	ESTIMATED 2023-2024	PROPOSED 2024-2025	ADOPTED 2024-2025	Pct. Change
Contractual Services	630	900	700	900	-	0.0%
Total	630	900	700	900	-	0.0%

Contractual Services

♦ ***Professional Services (01370-51125)*** ***900***

Technical review costs, legal services and administrative costs associated with the special tax districts. Includes inlet and storm sewer cleaning as well as trash removal and mowing of grass drainage areas. Funding is provided by the special taxing districts, Pin Oak (18%), Elder Oaks (10%) and Collington Plaza (19%), and by general revenues of the City (53%).

STORMWATER MANAGEMENT SPECIAL TAX DISTRICTS

Activity: # Varies	Department: Public Works
Fund: General	Function: Public Works

Special Taxing District 8 – Elder Oaks

Expenditures

	ACTUAL 2022-2023	BUDGET 2023-2024	ESTIMATED 2023-2024	PROPOSED 2024-2025	ADOPTED 2024-2025	Pct. Change
Contractual Services	630	900	700	900	-	0.0%
Total	630	900	700	900	-	0.0%

Contractual Services

♦ ***Professional Services (01372-51125)*** ***900***

Technical review costs, legal services and administrative costs associated with the special tax districts. Includes inlet and storm sewer cleaning as well as trash removal and mowing of grass drainage areas. Funding is provided by the special taxing districts, Pin Oak (18%), Elder Oaks (10%) and Collington Plaza (19%), and by general revenues of the City (53%).

Special Taxing District 11 – Collington Plaza

Expenditures

	ACTUAL 2022-2023	BUDGET 2023-2024	ESTIMATED 2023-2024	PROPOSED 2024-2025	ADOPTED 2024-2025	Pct. Change
Contractual Services	1,064	1,500	1,200	1,500	-	0.0%
Total	1,064	1,500	1,200	1,500	-	0.0%

Contractual Services

♦ ***Professional Services (01374-51125)*** ***1,500***

Technical review costs, legal services and administrative costs associated with the special tax districts. Includes inlet and storm sewer cleaning as well as trash removal and mowing of grass drainage areas. Funding is provided by the special taxing districts, Pin Oak (18%), Elder Oaks (10%) and Collington Plaza (19%), and by general revenues of the City (53%).

NONDEPARTMENTAL

Activity: #910	Department: Nondepartmental
Fund: General	Function: Nondepartmental

Description

This budget section provides for expenditures which are not directly or exclusively associated with specific activities or programs. It includes debt service, consulting services, comprehensive insurance coverage, allowances for contingencies, and transfers to other funds.

Significant Budget Changes

None.

Expenditures

	ACTUAL 2022-2023	BUDGET 2023-2024	ESTIMATED 2023-2024	PROPOSED 2024-2025	ADOPTED 2024-2025	Pct. Change
Debt Service	2,534,338	2,219,200	2,219,200	3,114,500	-	40.3%
Contractual Services	353,600	446,700	396,700	500,200	-	12.0%
Other Charges	497,171	435,000	317,000	435,000	-	0.0%
Transfers	2,769,844	4,929,100	4,646,800	8,925,600	-	81.1%
Total	6,154,953	8,030,000	7,579,700	12,975,300	-	61.6%

Debt Service

Public Improvement Bonds of 2015

♦***Principal Payment – 2015 Refunding bonds (01898-58005)*** ***848,000***

♦***Interest Payment – 2015 Refunding bonds (01898-58010)*** ***98,400***

Public Improvement Bonds of 2019

♦***Principal Payment – 2019 Bonds (01892-58005)*** ***580,000***

♦***Interest Payment – 2019 Bonds (01892-58010)*** ***657,900***

♦***Paying/Fiscal Agent* Fees *(01892-58015*)** ***300***

Public Improvement Bonds of 2024

♦***Interest Payment – 2019 Bonds (01894-58010)*** ***924,900***

♦***Paying/Fiscal Agent* Fees *(01894-58015*)** ***5,000***

Required debt service on all general obligation bonds backed by full faith and credit of the City.

Contractual Services

♦***Insurance (01910-51115)*** ***400,200***

Annual premium for Comprehensive Insurance Coverage, insuring all real and personal property against loss and/or damage and any liability claims made against the City.

♦***Professional Services (01910-51125)*** ***100,000***

Amounts provided for consultant fees including insurance, employee benefits, and other consultant activities.

NONDEPARTMENTAL

Activity: #910	Department: Nondepartmental
Fund: General	Function: Nondepartmental

Other Charges

♦***Educational Reimbursements (01910-55020)*** ***30,000***
To enable employees to keep abreast of the changing trends within their positions, employees are encouraged to continue their education by receiving, from the City, a 2/3 reimbursement of educational expense.

♦***Incentive Awards (01910-55030)*** ***25,000***
This amount is awarded to employees for their suggestions, achievements and outstanding service which ultimately benefits the City.

♦***Reserve for Contingencies (01910-55070)*** ***300,000***
Amount provided for appropriation deficiencies or expenditures which are unknown and/or unanticipated. An unanticipated expenditure might include an activity such as snow removal, land acquisition, legal fees, or City emergency situations.

♦***Reserve for Personnel Adjustments (01910-55075)*** ***80,000***
Allowance for performance awards and other personnel adjustments.

Transfers

♦***Capital Project Fund (01920-59005)*** ***6,861,300***
This amount represents the City's annual share of contributions for the Capital Improvements Program.

♦***Equipment Acquisition & Replacement Fund (01920-59015)*** ***2,064,300***
Transfer of funds to reserve amounts for subsequent acquisitions and replacement of equipment as scheduled.

Fund Number: #01 Department: Finance
Fund: General Fund

Debt Service Requirements

Public Improvement Refunding Bonds of 2015
Outstanding as of July 1, 2024
Total Bonds Issued: $6,988,000

Fiscal Year	Principal	Interest	Total
2024-2025	848,000	98,340	946,340
2025-2026	836,000	79,816	915,816
2026-2027	823,000	61,567	884,567
2027-2028	810,000	43,604	853,604
2028-2029	796,000	25,938	821,938
2029-2030	781,000	8,591	789,591
Total	4,894,000	317,856	5,211,856

Taxable Public Improvement Bonds of 2019
Outstanding as of July 1, 2024
Total Bonds Issued: $24,200,000

Fiscal Year	Principal	Interest	Total
2024-2025	580,000	657,815	1,237,815
2025-2026	595,000	634,315	1,229,315
2026-2027	615,000	610,115	1,225,115
2027-2028	625,000	590,393	1,215,393
2028-2029	645,000	575,312	1,220,312
2029-2030	660,000	559,403	1,219,403
2030-2031	675,000	542,715	1,217,715
2031-2032	695,000	525,590	1,220,590
2032-2033	710,000	507,584	1,217,584
2033-2034	730,000	488,228	1,218,228
2034-2035	750,000	467,878	1,217,878
2035-2036	770,000	446,015	1,216,015
2036-2037	795,000	422,540	1,217,540
2037-2038	815,000	398,390	1,213,390
2038-2039	840,000	373,565	1,213,565
2039-2040	875,000	347,840	1,222,840
2040-2041	915,000	320,990	1,235,990
2041-2042	945,000	292,617	1,237,617
2042-2043	975,000	262,857	1,237,857
2043-2044	1,010,000	232,090	1,242,090
2044-2045	1,045,000	200,237	1,245,237
2045-2046	1,080,000	167,300	1,247,300
2046-2047	1,120,000	132,640	1,252,640
2047-2048	1,155,000	96,240	1,251,240
2048-2049	1,195,000	58,640	1,253,640
2049-2050	1,235,000	19,760	1,254,760
Total	22,050,000	9,931,069	31,981,069

EQUIPMENT ACQUISITION AND REPLACEMENT FUND

This fund was established on June 4, 1979, to account for the acquisition and replacement of equipment. It serves as the depository of amounts transferred from other funds, not only to acquire and replace equipment during the current year, but to accumulate amounts appropriated each year as reserves to replace equipment scheduled for replacement in future years.

Effective in Fiscal Year 2019, the threshold for inclusion on the Schedule of Equipment Replacement and Budget Requirements is $10,000.

EQUIPMENT ACQUISITION AND REPLACEMENT

Fund Number: #03
Fund: Equipment Acquisition and Replacement

Revenue Estimates

ACCT#	SOURCE	ACTUAL 2022-2023	BUDGET 2023-2024	ESTIMATED 2023-2024	PROPOSED 2024-2025	ADOPTED 2024-2025
46105	Interest Income	292,150	489,200	551,700	375,100	-
48005	Appropriated Fund Balance	-	2,171,900	2,171,900	2,766,200	-
49010	Transfer from General Fund	2,769,844	2,460,800	2,178,500	2,064,300	-
49050	Sale of Capital Assets	97,552	100,000	150,000	100,000	-
	Total Revenue	3,159,546	5,221,900	5,052,100	5,305,600	-

Expenditures

FUNCTION	ACTUAL 2022-2023	BUDGET 2023-2024	ESTIMATED 2023-2024	PROPOSED 2024-2025	ADOPTED 2024-2025
General Government	127,807	366,500	345,500	500,000	-
Public Safety	635,400	856,200	856,200	1,197,200	-
Public Works	536,090	1,200,000	1,104,000	1,335,300	-
Social Services	-	-	-	-	-
Parks and Recreation	264,371	552,100	499,300	245,000	-
Reserve for Replacements	-	2,247,100	2,247,100	2,028,100	-
Total Expenditures	1,563,668	5,221,900	5,052,100	5,305,600	-

EQUIPMENT ACQUISITION AND REPLACEMENT

Activity Proposal Detail
Fund: Equipment Acquisition and Replacement

		Funded from		
		Reserve Through FY24	Current Year Additions	Total Cost
General Government (03101-57020)				
Information Technology				
Replace Electronic Door Access		200,000	-	200,000
Replace Backup Storage Server		248,900	1,100	250,000
Total - Information Technology		448,900	1,100	450,000
Administrative				
Replace Ford Focus	#14	47,000	3,000	50,000
Total - Administrative		47,000	3,000	50,000
Total - General Government		**495,900**	**4,100**	**500,000**
Public Safety (03201-57020)				
Housing Inspection & Code Compliance				
Replace Nissan Leaf	#4	51,000	-	51,000
Total - Housing Inspection & Code Compliance		51,000	-	51,000
Police Department				
Replace Ford Taurus Sedan	#558	44,200	13,000	57,200
Replace Ford Interceptor Sedan	#575	53,200	26,400	79,600
Replace Ford Interceptor Sedan	#579	53,800	33,700	87,500
Replace Ford Interceptor Sedan	#586	53,800	12,100	65,900
Replace Ford Interceptor Sedan	#594	55,500	10,400	65,900
Replace Ford Interceptor Sedan	#596	47,500	9,700	57,200
Replace Ford Interceptor Sedan	#600	54,200	3,000	57,200
Replace Ford Interceptor Sedan	#603	53,900	12,000	65,900
Replace Ford Interceptor Sedan	#604	53,900	12,000	65,900
Replace Ford Interceptor Sedan	#608	53,900	12,000	65,900
Replace Ford Interceptor Sedan	#609	53,900	12,000	65,900
Replace Ford Interceptor Sedan	#613	52,500	13,400	65,900
Replace Ford Interceptor Sedan	#615	52,700	13,200	65,900
Replace Ford Interceptor Sedan	#621	46,000	11,200	57,200
Replace Ford Interceptor Sedan	#622	48,600	8,600	57,200
Replace Ford Interceptor Sedan	#624	50,500	15,400	65,900
Prepaid Amount for Body Cameras		100,000	-	100,000
Total - Police Department		928,100	218,100	1,146,200
Total - Public Safety		**979,100**	**218,100**	**1,197,200**

EQUIPMENT ACQUISITION AND REPLACEMENT

Activity Proposal Detail
Fund: Equipment Acquisition and Replacement

		Funded from		
		Reserve Through FY24	Current Year Additions	Total Cost
Public Works (03301-57020)				
Solid Waste Division				
Replace Freightliner Refuse Truck	#106	292,700	33,700	326,400
Replace Ford F-250 Pick-UpTruck	#110	54,000	21,900	75,900
Replace Freightliner Refuse Truck	#111	326,400	-	326,400
Replace Freightliner Refuse Truck	#136	303,400	23,000	326,400
Total - Solid Waste Division		976,500	78,600	1,055,100
Streets Division				
Replace Ford F-150 Pick-Up	#201	21,000	34,300	55,300
Replace John Deer Backhoe Loader	#275	98,500	45,100	143,600
New Pick-Up Truck		-	81,300	81,300
Total - Streets Division		119,500	160,700	280,200
Total - Public Works		**1,096,000**	**239,300**	**1,335,300**
Parks and Recreations (03501-57020)				
Recreation and Parks				
Replace Chevy Extended Cab	#23	52,400	7,600	60,000
Total - Recreation and Parks Division		52,400	7,600	60,000
Parks and Grounds				
Replace Toro Groundmaster 4000D	# 333	81,000	18,000	99,000
Replace Leaf vacuum	#390	61,800	24,200	86,000
Total - Parks and Grounds		142,800	42,200	185,000
Total - Parks & Recreation		**195,200**	**49,800**	**245,000**
Total Acquisitions and Replacements		**2,766,200**	**511,300**	**3,277,500**
Reserve for Future Replacements (03901-57020)		**-**	**2,028,100**	**2,028,100**
Grand Total		**2,766,200**	**2,539,400**	**5,305,600**

EQUIPMENT ACQUISITION AND REPLACEMENT

Schedule of Equipment Replacement and Budget Requirements
Fund: Equipment Acquisition and Replacement

Id. Number	Year	Make-Model	Cost	Years Est. Life	Year Scheduled to Replace	Estimated Cost to Replace	Reserve through FY24	FY25	FY26	FY27	FY28	FY29
Administrative												
1	2020	2020 Chevy Traverse AWD (CMO)	31,419	8	2028	33,000	16,400	4,100	4,100	4,100	4,300	-
8	2015	2014 Dodge Caravan (Pool)	20,151	11	2026	44,000	35,200	4,400	4,400	-	4,600	4,600
14	2014	2013 Ford Focus (CMO)	15,955	11	2025	50,000	47,000	3,000	-	5,300	5,300	5,300
15	2024	2012 Ford Fusion Hybrid (Pool)	43,400	13	2037	45,600	-	-	3,800	3,800	3,800	3,800
18	2012	2011 Dodge Caravan (Pool)	20,590	14	2026	44,000	44,000	-	-	-	3,600	3,600
19	2019	2019 Ford Transit Cargo Van (IT)	29,716	10	2029	31,200	14,000	3,500	3,500	3,500	3,500	3,500
29	2019	2019 Ford Fusion Hybrid (Pool)	23,140	10	2029	24,300	10,800	2,700	2,700	2,700	2,700	2,700
Buiding Maintenance												
12	2014	2014 Ford Van E -250	20,182	12	2026	70,000	64,400	2,800	2,800	-	6,700	6,700
21	2020	2019 Ford Transit T-250 Mid-Roof	35,752	10	2030	37,500	15,200	3,800	3,800	3,800	3,800	3,800
40	2024	2023 Dodge Ram 1500	45,375	8	2032	47,600	-	-	7,100	7,100	7,100	7,100
25	2020	2019 Ford R1CB 130 WB Transit Van	31,745	10	2030	33,300	13,200	3,300	3,300	3,300	3,300	3,300
28	2019	2018 Ford Transit Cargo Van	32,602	10	2029	34,200	15,200	3,800	3,800	3,800	3,800	3,800
New		Compact Hybrid SUV - AWD	-	10	2025*	40,000	40,000	-	4,700	4,700	4,700	4,700
Housing Inspection & Code Compliance												
2	2012	2012 Ford Fusion Hybrid	26,742	14	2026	54,000	54,000	-	-	-	4,400	4,400
4	2015	2015 Nissan Leaf	29,661	10	2025	51,000	51,000	-	-	6,000	6,000	6,000
5	2021	2020 Chevrolet Bolt	29,731	10	2031	35,000	7,800	3,900	3,900	3,900	3,900	3,900
6	2023	2023 Chevrolet Bolt	30,589	11	2034	32,100	-	3,200	3,200	3,200	3,200	3,200
11	2016	2016 Toyota RAV4 AWD	29,430	11	2027	30,900	20,200	3,500	3,600	3,600	-	3,200
16	2021	2020 Chevrolet Bolt EV	29,312	10	2031	35,000	7,800	3,900	3,900	3,900	3,900	3,900
24	2008	2008 Ford Ranger Truck	12,845	18	2026	33,500	33,500	-	-	-	2,100	2,100
32	2021	2020 Chevrolet Bolt EV	30,407	10	2031	35,000	7,800	3,900	3,900	3,900	3,900	3,900
37	2023	2023 Chevrolet Bolt	30,589	11	2034	32,100	-	3,200	3,200	3,200	3,200	3,200
Animal Control												
20	2018	2018 Ford 150 Transit Van	47,757	11	2029	50,100	25,000	5,100	5,100	5,100	5,100	5,100
30	2014	2013 Chevy Van	34,227	12	2026	94,000	70,600	14,400	9,000	-	9,000	9,000
Park Ranger												
23	2017	2016 Chevy Extended Cab	28,897	8	2025	60,000	52,400	7,600	-	9,000	9,000	9,000
36	2023	2022 F-150 Extended Cab 4X4	41,265	6	2029	43,300	-	8,700	8,700	8,700	8,700	8,500
Emergency Management												
9	2020	2019 Ford F250 4WD Crew	47,343	10	2030	49,700	20,000	5,000	5,000	5,000	5,000	5,000
557	2020	2019 Chevy Tahoe	60,000	10	2030	63,000	25,200	6,300	6,300	6,300	6,300	6,300
Senior Services												
70	2019	2019 Ford Champ 15-passgr	103,987	11	2030	109,200	36,600	12,100	12,100	12,100	12,100	12,100
71	2019	2019 Ford Champ 15-passgr	103,987	11	2030	109,200	36,600	12,100	12,100	12,100	12,100	12,100
72	2017	2017 Ford E450 Startrans Bus	74,540	11	2028	105,000	52,200	13,200	13,200	13,200	13,200	-
73	2018	2018 Ford E450 Cutaway Bus	76,377	11	2029	105,000	46,000	11,800	11,800	11,800	11,800	11,800
74	2018	2018 Ford E450 Cutaway Bus	76,377	11	2029	105,000	46,000	11,800	11,800	11,800	11,800	11,800
76	2016	2016 Dodge Van	22,851	11	2027	25,000	16,100	2,900	3,000	3,000	-	2,600
77	2018	2018 Ford E450 Cutaway Bus	76,377	11	2029	105,000	46,000	11,800	11,800	11,800	11,800	11,800
78	2019	2019 Ford Champ 15-passgr	103,987	11	2030	109,200	36,600	12,100	12,100	12,100	12,100	12,100
79	2017	2017 Ford E450 Startrans Bus	74,540	11	2028	105,000	54,600	12,600	12,600	12,600	12,600	-
80	2014	2014 Ford Bus	64,071	12	2026	142,000	142,000	-	-	-	13,600	13,600
Public Works Administration & Garage												
7	2023	2022 Honda CR-V Hybrid	39,320	11	2034	41,300	-	4,100	4,100	4,100	4,100	4,100
10	2020	2019 Ford Fusion S	18,570	10	2030	19,500	8,000	2,000	2,000	2,000	2,000	2,000
13	2020	2019 Chevy Equinox	21,788	9	2029	22,900	10,000	2,500	2,600	2,600	2,600	2,600
52	2008	2007 Sport Utility Vehicle	19,909	18	2026	42,000	26,000	8,000	8,000	-	2,600	2,600
203	2021	2020 Ford F150 1/2 Ton Pick Up Truck	27,425	11	2032	28,800	5,800	2,900	2,900	2,900	2,900	2,900
250	2022	2022 Ford F-250 Regular Cab	39,885	11	2033	41,900	4,300	4,300	4,300	4,300	4,300	4,300

EQUIPMENT ACQUISITION AND REPLACEMENT

Schedule of Equipment Replacement and Budget Requirements
Fund: Equipment Acquisition and Replacement

Id. Number	Year	Make-Model	Cost	Years Est. Life	Year Scheduled to Replace	Estimated Cost to Replace	Reserve through FY24	FY25	FY26	FY27	FY28	FY29
Solid Waste Division												
100	2017	2016 Ford F250	24,383	9	2026	53,000	22,500	15,300	15,200	-	7,000	7,000
101	2020	2019 Ford F150 Cab	23,541	9	2029	24,700	10,800	2,700	2,700	2,700	2,700	2,700
102	2020	2019 Ford F150 Cab	23,541	9	2029	24,700	10,800	2,700	2,700	2,700	2,700	2,700
103	2024	Freightliner Refuse Truck	233,685	10	2034	300,000	-	33,300	33,300	33,300	33,300	33,300
104	2020	Freightliner Refuse Truck	174,767	10	2030	300,000	104,800	32,500	32,500	32,500	32,500	32,500
105	2019	Freightliner Refuse Truck	168,344	10	2029	300,000	122,800	35,400	35,400	35,400	35,400	35,400
106	2015	Freightliner Refuse Truck	149,872	10	2025	326,400	292,700	33,700	-	38,100	38,100	38,100
107	2017	Freightliner Refuse Truck	159,029	9	2026	326,400	223,700	51,300	51,400	-	42,800	42,800
108	2022	Freightliner Refuse Truck	192,106	10	2032	300,000	33,300	33,300	33,300	33,300	33,300	33,300
109	2024	Freightliner Refuse Truck	276,000	10	2034	300,000	-	-	33,300	33,300	33,300	33,300
110	2012	2011 Ford F-250 Pick-Up	17,595	13	2025	75,900	54,000	21,900	-	6,600	6,600	6,600
111	2015	Freightliner Refuse Truck	149,871	10	2025	326,400	326,400	-	-	38,100	38,100	38,100
112	2019	Freightliner Refuse Truck	168,344	10	2029	300,000	122,800	35,400	35,400	35,400	35,400	35,400
113	2020	Freightliner Refuse Truck	174,767	10	2030	300,000	104,800	32,500	32,500	32,500	32,500	32,500
114	2023	2005 GMC Box Truck	85,620	16	2039	89,900	-	6,000	6,000	6,000	6,000	6,000
115	2021	Freightliner M-2 Grapple Truck	134,226	8	2029	140,900	40,200	20,100	20,100	20,100	20,200	20,200
118	2019	Freightliner Refuse Truck	168,344	10	2029	300,000	122,800	35,400	35,400	35,400	35,500	35,500
119	2019	Freightliner Refuse Truck	168,344	10	2029	300,000	122,800	35,400	35,400	35,400	35,500	35,500
121	2020	Freightliner Refuse Truck	174,767	10	2030	300,000	104,800	32,500	32,500	32,500	32,500	32,500
122	2020	Freightliner Refuse Truck	174,767	10	2030	300,000	104,800	32,500	32,500	32,500	32,500	32,500
125	2024	Freightliner Refuse Truck	276,000	10	2034	300,000	-	-	33,300	33,300	33,300	33,300
128	2020	Freightliner Refuse Truck	174,767	10	2030	300,000	104,800	32,500	32,500	32,500	32,500	32,500
132	2022	Freightliner Refuse Truck	179,928	10	2032	300,000	33,300	33,300	33,300	33,300	33,300	33,300
134	2024	Freightliner Refuse Truck	149,871	10	2034	300,000	-	-	33,300	33,300	33,300	33,300
135	2024	Freightliner Refuse Truck	149,475	10	2034	300,000	-	-	33,300	33,300	33,300	33,300
136	2017	Freightliner Refuse Truck	159,029	8	2025	326,400	303,400	23,000	-	49,000	49,000	49,000
Streets Division												
200	2023	2022 Ford F-550 Truck	105,066	8	2031	110,300	-	15,800	15,800	15,800	15,800	15,800
201	2016	2016 Ford F-150 Pick-Up	23,171	9	2025	55,300	21,000	34,300	-	7,300	7,300	7,300
202	2018	2017 F-550 Super Duty Dump Truck	80,835	8	2026	84,900	60,200	12,400	12,300	-	12,700	12,700
204	2018	2018 International 7400 SFA 4x2	137,256	8	2026	144,100	102,000	21,000	21,100	-	21,600	21,600
205	2015	International Dump Truck 3400	136,321	11	2026	216,000	151,000	32,500	32,500	-	22,700	22,700
206	2018	2018 International 7400 SFA 4x2	137,256	10	2028	144,100	79,200	16,200	16,200	16,200	16,300	-
207	2017	2016 Ford F250 Pick-Up	24,108	9	2026	25,300	18,800	3,300	3,200	-	3,300	3,300
208	2023	Ford 550 Dump Truck	120,687	11	2034	126,700	-	12,700	12,700	12,700	12,700	12,700
209	2017	2017 Ford F550 Super Duty	80,834	9	2026	120,700	73,800	23,400	23,500	-	15,800	15,800
210	2017	2017 Sterling Tri-Axle Dump Truck	172,636	12	2029	181,300	97,400	16,800	16,800	16,800	16,800	16,700
211	2015	Freightliner Truck	181,884	12	2027	195,000	145,300	16,600	16,600	16,500	-	18,600
213	2021	2020 Ford F250 Regular Cab Pick- Up	38,750	11	2032	40,700	8,200	4,100	4,100	4,100	4,100	4,100
216	2021	Schwarze Street Sweeper	240,968	11	2032	253,000	50,600	25,300	25,300	25,300	25,300	25,300
217	2023	2022 Ford F-350 Dump Truck	67,427	8	2031	70,800	-	10,100	10,100	10,100	10,100	10,100
218	2019	2018 Ford F250 Pick-Up	35,458	9	2028	37,200	18,800	4,700	4,700	4,700	4,300	-
219	2018	2017 F-550 Reg Cab Dump Truck	80,834	8	2026	84,900	60,200	12,400	12,300	-	12,700	12,700
220	2018	2018 Silverado 2500 Pick-Up w/Plow	44,322	9	2027	46,500	28,800	5,900	5,900	5,900	-	6,100
221	2019	2018 Dodge Ram 2500	28,375	10	2029	29,800	13,200	3,300	3,300	3,300	3,300	3,400
251	2018	2017 3/4 Ton Chevy Pick-Up	33,155	9	2027	34,800	21,500	4,400	4,400	4,500	-	4,600
252	2017	2017 Ford 3/4 Ton Pick-Up	28,000	9	2026	29,400	21,800	3,800	3,800	-	3,900	3,900
253	2019	2018 Ford F-350 Crew Pick-Up	39,839	9	2028	41,800	20,800	5,200	5,200	5,200	5,400	-
254	2023	2023 Ford F-550 Pick-Up	56,778	11	2034	59,600	-	6,000	6,000	6,000	6,000	6,000
255	2017	2017 International Dump Truck	135,000	10	2027	141,800	93,200	16,200	16,200	16,200	-	16,500
New		Pick-Up Truck	-	10	2025	81,300	-	81,300	-	9,500	9,500	9,500
Stormwater Management												
302	2017	2016 Chevy Silverado Pick-Up	25,465	9	2026	26,700	20,000	3,500	3,200	-	3,500	3,500
701	2021	Ford F 350 1 Ton Extended Cab	50,685	8	2029	53,200	15,200	7,600	7,600	7,600	7,600	7,600
702	2021	Ford F 350 1 Ton Extended Cab	50,685	11	2032	53,200	10,600	5,300	5,300	5,300	5,300	5,300
703	2023	2020 Freightliner M2-106	269,340	12	2035	282,800	-	25,700	25,700	25,700	25,700	25,700

EQUIPMENT ACQUISITION AND REPLACEMENT

Schedule of Equipment Replacement and Budget Requirements
Fund: Equipment Acquisition and Replacement

Id. Number	Year	Make-Model	Cost	Years Est. Life	Year Scheduled to Replace	Estimated Cost to Replace	Reserve through FY24	FY25	FY26	FY27	FY28	FY29
Parks & Grounds Division												
300	2021	2021 Chevrolet 1500 Pick- Up	24,638	9	2030	25,900	6,400	3,200	3,200	3,200	3,300	3,300
303	2017	2016 Chevy Silverado Pick-Up	25,465	9	2026	26,700	20,000	3,500	3,200	-	3,500	3,500
304	2013	2012 Chevy Pick-Up	24,198	14	2027	37,000	27,700	3,000	3,000	3,300	-	3,000
305	2022	2022 Ford F-550 Regular Cab	60,955	14	2036	64,000	4,900	4,900	4,900	4,900	4,900	4,900
306	2015	2015 Chevy Pick-Up	34,318	11	2026	65,000	32,500	16,200	16,300	-	6,800	6,800
307	2022	2022 Ford F550 Regular Cab	56,230	13	2035	59,000	4,900	4,900	4,900	4,900	4,900	4,900
308	2013	2011 Ford F-750 Hook Lift Truck	100,585	13	2026	160,000	100,800	29,600	29,600	-	14,000	14,000
309	2024	2024 Ford F-250 4WD Crew Cab	60,352	14	2038	63,400	19,600	-	4,900	4,900	4,900	4,900
310	2024	2023 Dodge Aerial Lift Truck	157,376	14	2038	165,200	-	-	12,700	12,700	12,700	12,700
311	2018	2017 SD Stake Body Dump Truck	69,363	10	2028	72,800	40,100	8,200	8,200	8,200	8,100	-
312	2019	2018 Ford F750 Aerial Truck	138,645	10	2029	145,600	64,800	16,200	16,200	16,200	16,100	16,100
313	2021	2020 Chevrolet 1500 Pick- Up	26,992	12	2033	28,300	5,200	2,600	2,600	2,600	2,600	2,600
314	2021	2020 Ford 250 Pick-Up	36,085	10	2031	37,900	8,400	4,200	4,200	4,200	4,200	4,200
316	2016	2016 Ford F-250 Pick-Up	28,398	10	2026	65,000	52,500	6,200	6,300	-	7,600	7,600
317	2019	2019 Ford F2-50 Pick-Up	24,169	10	2029	25,400	11,200	2,800	2,800	2,800	2,900	2,900
318	2024	2023 Ford F-250 4WD Crew Cab	57,501	13	2037	60,400	-	-	5,000	5,000	5,000	5,000
319	2017	2017 Izuzu Refuse Truck	100,133	9	2026	105,100	77,800	13,600	13,700	-	13,800	13,800
320	2022	2022 Ford F-650 Regular Cab	74,782	11	2033	78,500	8,200	8,200	8,200	8,200	8,200	8,200
334	2014	2014 Dodge Ram Chipper Truck	58,843	12	2026	99,000	72,500	13,200	13,300	-	9,500	9,500
368	2017	John Deere HPX Gator	13,096	10	2027	13,800	9,200	1,600	1,600	1,400	-	1,600
369	2019	2019 Dodge Ram 1500 Pick-Up	24,007	10	2029	25,200	11,200	2,800	2,800	2,800	2,800	2,800
Police Department												
558	2013	2013 Ford Taurus Sedan	44,612	12	2025	57,200	44,200	13,000	-	5,500	5,500	5,500
560	2013	2013 Ford Taurus Sedan	41,061	13	2026	55,500	54,500	1,000	-	-	4,900	4,900
562	2013	2013 Ford Taurus Sedan	45,921	11	2025*	55,500	55,500	-	5,800	5,800	5,800	5,800
564	2013	2013 Ford Taurus Sedan	42,581	11	2025*	55,500	55,500	-	5,800	5,800	5,800	5,800
569	2014	2014 Ford Explorer SUV	52,186	12	2026	55,500	54,500	1,000	-	-	5,300	5,300
571	2014	2014 Ford Explorer SUV	52,186	10	2025*	55,500	58,700	-	6,500	6,500	6,500	6,500
573	2014	2014 Ford Explorer SUV	52,186	10	2025*	55,500	58,600	-	6,500	6,500	6,500	6,500
575	2014	2014 Ford Interceptor Sedan	58,260	11	2025	79,600	53,200	26,400	-	8,400	8,400	8,400
579	2014	2014 Ford Interceptor Sedan	44,676	11	2025	87,500	53,800	33,700	-	9,200	9,200	9,200
581	2014	2014 Ford Interceptor Sedan	39,109	10	2025*	55,500	55,500	-	6,500	6,500	6,500	6,500
583	2014	2014 Ford Interceptor Sedan	33,246	12	2026	55,500	53,800	1,700	-	-	5,300	5,300
586	2014	2014 Ford Interceptor Sedan	39,382	11	2025	65,900	53,800	12,100	-	6,900	6,900	6,900
587	2014	2014 Ford Interceptor Sedan	39,383	12	2026	55,500	53,800	1,700	-	-	5,300	5,300
590	2015	2015 Ford Interceptor Sedan	31,696	11	2026	55,500	53,800	1,700	-	-	5,800	5,800
592	2015	2014 Electric Motorcycle	21,364	11	2026	24,000	21,600	2,400	-	-	2,500	2,500
593	2015	2014 Electric Motorcycle	21,363	11	2026	24,000	21,600	2,400	-	-	2,500	2,500
594	2015	2015 Ford Interceptor Sedan	41,553	10	2025	65,900	55,500	10,400	-	7,700	7,700	7,700
595	2015	2015 Ford Interceptor Sedan	33,264	9	2025*	50,500	55,500	-	6,600	6,600	6,600	6,600
596	2015	2015 Ford Interceptor Sedan	33,264	10	2025	57,200	47,500	9,700	-	6,700	6,700	6,700
600	2015	2015 Ford Interceptor Sedan	38,471	10	2025	57,200	54,200	3,000	-	6,700	6,700	6,700
601	2015	2015 Ford Interceptor Sedan	42,713	11	2026	55,500	53,900	1,600	-	-	5,800	5,800
602	2015	2015 Ford Interceptor Sedan	42,713	11	2026	55,500	53,900	1,600	-	-	5,800	5,800
603	2015	2015 Ford Interceptor Sedan	42,713	10	2025	65,900	53,900	12,000	-	7,700	7,700	7,700
604	2015	2015 Ford Interceptor Sedan	42,713	10	2025	65,900	53,900	12,000	-	7,700	7,700	7,700
606	2015	2015 Ford Interceptor Sedan	42,713	9	2025*	55,500	55,500	-	7,300	7,300	7,300	7,300
607	2015	2015 Ford Interceptor Sedan	43,618	9	2025*	55,500	55,500	-	7,300	7,300	7,300	7,300
608	2015	2015 Ford Interceptor Sedan	43,611	10	2025	65,900	53,900	12,000	-	7,700	7,700	7,700
609	2015	2015 Ford Interceptor Sedan	43,878	10	2025	65,900	53,900	12,000	-	7,700	7,700	7,700
610	2015	2015 Ford Interceptor Sedan	43,879	11	2026	55,500	53,900	1,600	-	-	5,800	5,800
611	2015	2015 Ford Interceptor Sedan	42,728	11	2026	55,500	53,900	1,600	-	-	5,800	5,800
612	2015	2015 Ford Interceptor Sedan	43,938	9	2025*	55,500	55,500	-	7,300	7,300	7,300	7,300
613	2016	2015 Ford Interceptor Sedan	42,309	9	2025	65,900	52,500	13,400	-	8,600	8,600	8,600
614	2016	2015 Ford Interceptor Sedan	47,688	8	2025*	55,500	55,500	-	8,300	8,300	8,300	8,300
615	2016	2015 Ford Interceptor Sedan	47,688	9	2025	65,900	52,700	13,200	-	8,600	8,600	8,600
616	2016	2015 Ford Interceptor Sedan	47,688	8	2025*	55,500	55,500	-	8,300	8,300	8,300	8,300
617	2016	2015 Ford Interceptor Sedan	40,638	8	2025*	55,500	55,500	-	8,300	8,300	8,300	8,300
618	2016	2015 Ford Interceptor Sedan	47,688	10	2026	55,500	52,500	3,000	-	-	6,500	6,500
620	2016	2015 Ford Interceptor Sedan	36,201	10	2026	55,500	52,300	3,200	-	-	6,500	6,500
621	2016	2016 Ford Interceptor Sedan	35,028	9	2025	57,200	46,000	11,200	-	7,500	7,500	7,500
622	2016	2016 Ford Interceptor Sedan	39,099	9	2025	57,200	48,600	8,600	-	7,500	7,500	7,500
623	2017	2016 Ford Interceptor Sedan	38,111	9	2026	62,300	50,300	5,200	6,800	-	8,200	8,200
624	2017	2016 Ford Interceptor Sedan	38,111	8	2025	65,900	50,500	15,400	-	9,900	9,900	9,900
625	2017	2016 Ford Interceptor Sedan	34,116	9	2026	50,500	47,100	3,400	-	-	6,600	6,600
627	2017	2016 Ford Interceptor Sedan	38,528	7	2025*	50,500	55,500	-	8,800	8,800	8,800	8,800
628	2018	2017 Ford Interceptor Sedan	38,417	8	2026	55,500	39,700	10,000	5,800	-	8,300	8,300
629	2018	2017 Ford Interceptor Sedan	37,709	8	2026	55,500	39,700	10,000	5,800	-	8,300	8,300

EQUIPMENT ACQUISITION AND REPLACEMENT

Schedule of Equipment Replacement and Budget Requirements
Fund: Equipment Acquisition and Replacement

Id. Number	Year	Make-Model	Cost	Years Est. Life	Year Scheduled to Replace	Estimated Cost to Replace	Reserve through FY24	FY25	FY26	FY27	FY28	FY29
630	2018	2017 Ford Interceptor Sedan	37,709	8	2026	55,500	39,700	10,000	5,800	-	8,300	8,300
631	2018	2017 Ford Interceptor Sedan	38,417	8	2026	55,500	39,700	10,000	5,800	-	8,300	8,300
632	2018	2017 Ford Interceptor Sedan	33,554	8	2026	55,500	39,800	10,000	5,700	-	8,300	8,300
633	2018	2017 Chevy Tahoe SUV	47,739	8	2026	55,500	44,400	11,100	-	-	8,300	8,300
634	2018	2017 Ford-150 Pick Up Truck	36,544	8	2026	38,400	32,000	6,400	-	-	5,800	5,800
636	2019	2018 Chevy Tahoe SUV	42,345	8	2027	55,500	29,400	8,700	8,700	8,700	-	8,300
637	2019	2018 Chevy Tahoe SUV	42,044	8	2027	55,500	29,100	8,800	8,800	8,800	-	8,300
638	2019	2018 Chevy Tahoe SUV	42,345	8	2027	55,500	29,400	8,700	8,700	8,700	-	8,300
639	2019	2018 Chevy Tahoe SUV	42,345	8	2027	55,500	29,400	8,700	8,700	8,700	-	8,300
640	2019	2018 Chevy Tahoe SUV	42,345	8	2027	55,500	29,400	8,700	8,700	8,700	-	8,300
641	2019	2018 Chevy Tahoe SUV	42,345	8	2027	55,500	29,400	8,700	8,700	8,700	-	8,300
642	2019	2018 Chevy Tahoe SUV	45,207	8	2027	55,500	30,300	8,400	8,400	8,400	-	8,300
643	2021	2020 Ford Interceptor Sedan	53,021	8	2029	55,500	21,300	6,800	6,800	6,800	6,900	6,900
644	2021	2020 Ford Interceptor Sedan	49,296	8	2029	55,500	20,700	6,900	6,900	7,000	7,000	7,000
645	2021	Cargo Van	40,100	8	2029	42,100	16,400	5,100	5,100	5,100	5,200	5,200
650	2022	2020 Ford Interceptor Sedan	45,849	8	2030	55,500	7,900	7,900	7,900	7,900	7,900	8,000
651	2022	2021 Ford Interceptor SUV	52,526	8	2030	55,500	7,900	7,900	7,900	7,900	7,900	8,000
652	2022	2021 Ford Interceptor SUV	52,521	8	2030	55,500	7,900	7,900	7,900	7,900	7,900	8,000
653	2022	2021 Chevrolet Tahoe SUV	55,681	8	2030	58,500	8,400	8,300	8,300	8,300	8,400	8,400
655	2023	2022 Ford Interceptor SUV	56,479	11	2034	59,300	-	5,900	5,900	5,900	5,900	5,900
656	2023	2022 Ford Interceptor SUV	56,479	11	2034	59,300	-	5,900	5,900	5,900	5,900	5,900
657	2023	2022 Ford Interceptor SUV	57,779	11	2034	60,700	-	6,100	6,100	6,100	6,100	6,100
658	2023	2022 Ford Interceptor SUV	57,779	11	2034	60,700	-	6,100	6,100	6,100	6,100	6,100
659	2023	2022 Ford Interceptor SUV	57,779	11	2034	60,700	-	6,100	6,100	6,100	6,100	6,100
660	2023	2022 Ford Interceptor SUV	57,779	11	2034	60,700	-	6,100	6,100	6,100	6,100	6,100
661	2023	2022 Chevrolet Tahoe (K-9)	68,744	11	2034	72,200	-	7,200	7,200	7,200	7,200	7,200
662	2023	2022 Ford Interceptor SUV	61,404	11	2034	64,500	-	6,500	6,500	6,500	6,500	6,500
					Equipment							
Information Technology												
3398	2017	Multifunction Printer (YFS)	11,978	9	2026	12,600	12,600	-	-	-	1,700	1,700
3405	2017	Multifunction Printer (PW Eng.)	9,917	9	2026	10,400	10,400	-	-	-	1,400	1,400
3417	2018	Bizhub C658 (Comm Svcs)	16,389	8	2026	17,200	17,200	-	-	-	2,600	2,600
3418	2018	Bizhub C658 (Planning)	15,073	8	2026	15,800	15,800	-	-	-	2,400	2,400
3450	2019	Konica Bizhub C458 (Finance)	11,727	7	2026	12,300	9,200	1,100	2,000	-	2,200	2,200
3451	2019	Konica Bizhub C458 (HR)	11,727	7	2026	12,300	9,200	1,100	2,000	-	2,200	2,200
3466	2021	Konica Minolta Bizhub C658 (PW Eng	16,063	5	2026	16,900	8,400	4,200	4,300	-	4,400	4,400
3467	2021	Konica Minolta Bizhub C658 (Police)	16,063	5	2026	16,900	8,400	4,200	4,300	-	4,400	4,400
3468	2021	Konica Minolta Bizhub C658 (CMO)	16,497	5	2026	17,300	8,600	4,300	4,400	-	4,500	4,500
3469	2021	Konica Minolta Bizhub C450i (CMO)	13,239	5	2026	13,900	7,000	3,500	3,400	-	3,600	3,600
3485	2022	Sentry E911	32,799	10	2032	34,400	3,800	3,800	3,800	3,800	3,800	3,800
3486	2022	Phone System Upgrade	163,553	5	2027	171,700	42,900	42,900	42,900	43,000	-	45,100
3514	2022	Server Storage - City Hall	134,885	5	2027	141,600	46,800	31,600	31,600	31,600	-	37,200
3528	2023	Computer Printer Konica Minolta	16,032	7	2030	16,800	-	2,800	2,800	2,800	2,800	2,800
3548	2023	Crestron Flex Video Conf. Equip IT Tr	20,675	5	2028	21,700	5,400	5,400	5,400	5,500	-	-
10244	2010	Telephone System	127,179	16	2026	579,000	579,000	-	-	-	40,500	40,500
10565	2017	Server O/S Virtualization	210,162	7	2025*	250,000	250,000	-	43,800	43,800	43,800	43,800
10567	2019	Call Recording Redundancy	44,302	5	2025*	46,500	46,500	-	12,200	12,200	12,200	12,200
10658	2017	Backup Storage Server	209,679	8	2025	250,000	248,900	1,100	-	37,500	37,500	37,500
-	2018	Backup System - Primary	24,399	6	2025*	30,000	30,000	-	6,300	6,300	6,300	6,300
-	-	Electronic Door Access Control	150,000	10	2025	200,000	200,000	-	-	23,300	23,300	23,300
-	2003	ERP- (Munis)	358,941	24	2027	600,000	420,000	60,000	60,000	60,000	-	27,400
-	-	Recreation Software	-	16	2027	200,000	176,000	8,000	8,000	8,000	-	14,000
Studio												
3540	2023	Avt Tricatr Video Switchgear System	18,213	10	2033	19,100	2,100	2,100	2,100	2,100	2,100	2,100
Police Department							-					
648	2021	Radar Speed Trailer	10,300	20	2041	10,800	1,200	600	600	600	600	600
649	2021	Radar Speed Trailer	10,300	20	2041	10,800	1,200	600	600	600	600	600
3259	2010	License Plate Reader	18,850	16	2026	10,000	10,000	-	-	-	700	700
3455	2020	Milo Range M-SATS	30,485	6	2026	32,000	21,100	5,400	5,500	-	6,700	6,700
3365	2020	Metro Matrix Message Board	18,070	8	2028	19,000	9,600	2,400	2,400	2,400	2,200	-
3470	2021	Solar Message Board	18,070	8	2029	19,000	5,400	2,700	2,700	2,700	2,700	2,800
3390	2017	Radio & Accessories	9,583	9	2026	15,000	12,500	2,500	-	-	2,000	2,000
-	2022	Body Cameras / Car Video	500,000	5	2027	525,000	471,300	17,900	17,900	17,900	-	137,800
-	2019	Handheld Radios	24,070	7	2026	33,000	27,300	5,700	-	-	5,800	5,800
3482	2021	Mobile Surveillance Trailer	43,000	10	2031	45,200	10,000	5,000	5,000	5,000	5,000	5,000
							-					
Public Works Administration & Garage							-					

EQUIPMENT ACQUISITION AND REPLACEMENT

Schedule of Equipment Replacement and Budget Requirements
Fund: Equipment Acquisition and Replacement

Id. Number	Year	Make-Model	Cost	Years Est. Life	Year Scheduled to Replace	Estimated Cost to Replace	Reserve through FY24	FY25	FY26	FY27	FY28	FY29
10472	2023	Generator & Transfer Switch	60,000	15	2038	63,000	-	4,500	4,500	4,500	4,500	4,500
215	2020	Pneumatic Tire Forklift	24,200	15	2035	25,400	6,800	1,700	1,700	1,700	1,700	1,700
							-					
Solid Waste Division							-					
140	2017	Uniloader - Bobcat Skid Steer	31,705	10	2027	33,300	21,800	3,800	3,800	3,900	-	3,900
Streets Division												
264	2018	Skid Steer Loader 49371-59	66,667	15	2033	70,000	24,700	5,100	5,100	5,100	5,100	5,100
265	2011	Bobcat Skid Loader S 650	39,129	15	2026	65,000	46,000	9,000	10,000	-	4,900	4,900
271	2006	Kraftsman Trailer	6,500	20	2026	20,000	10,000	5,000	5,000	-	1,100	1,100
273	2017	Rubber Tire Loader	145,246	10	2027	152,500	100,200	17,400	17,400	17,500	-	17,800
274	2017	Backhoe/Loader 420F2	105,822	9	2026	111,100	82,200	14,400	14,500	-	14,600	14,600
275	2013	John Deer Backhoe Loader	85,281	12	2025	143,600	98,500	45,100	-	13,700	13,700	13,700
277	2018	Portable Air Compressor - AIR 185	17,755	15	2033	18,600	6,400	1,300	1,300	1,300	1,300	1,300
282	2019	Caterpillar CB22B Utility Roller	36,039	15	2034	37,800	10,800	2,700	2,700	2,700	2,700	2,700
283	2001	Trail King Trailer TR 20	9,930	25	2026	20,000	12,500	3,700	3,800	-	900	900
284	2008	Dynapac Roller CC1000	25,275	18	2026	35,800	28,900	3,400	3,500	-	2,200	2,200
287	2007	Vehicle Ground Lift	59,140	20	2027	65,000	53,700	3,700	3,800	3,800	-	3,600
266	2020	2019 JLG T350 Trailer with Lift	24,763	10	2030	26,000	10,400	2,600	2,600	2,600	2,600	2,600
Stormwater Management												
340	2013	Ventrac Tractor Diesel	27,044	13	2026	28,000	23,100	2,500	2,400	-	2,500	2,500
344	2014	Compact Excavator	49,786	15	2029	55,000	34,800	4,000	4,000	4,000	4,100	4,100
372	2016	Bri-Mar LPHD Dump Trailer	8,930	10	2026	10,800	10,800	-	-	-	1,300	1,300
740	2021	Ventrac Mower	28,630	14	2035	30,000	4,600	2,300	2,300	2,300	2,300	2,300
3536	2023	Equipment -Aera-Vator	10,257	10	2033	10,800	1,200	1,000	1,000	1,000	1,200	1,200
3547	2023	City Hall Pond Gate Valve	19,950	10	2033	20,900	2,300	2,100	2,100	2,100	2,100	2,100
Senior Services												
3456	2020	T350 Stand On Scrubber	9,589	10	2030	10,100	4,000	1,000	1,000	1,000	1,000	1,000
3484	2022	LED Exterior Message Board	28,414	12	2034	29,800	2,800	2,800	2,800	2,800	2,800	2,800
							-					
Parks & Grounds Division							-					
322	2004	John Deere Tractor	23,760	22	2026	40,000	28,100	5,900	6,000	-	2,000	2,000
323	2019	K46312 Kubota Tractor Mower	61,771	15	2034	64,900	18,400	4,600	4,600	4,600	4,600	4,600
324	2020	John Deere 5075E Tractor	39,608	20	2040	41,600	8,400	2,100	2,100	2,100	2,100	2,100
325	2022	Bobcat 5600 Tractor Toolcat	55,236	16	2038	58,000	3,900	3,900	3,900	3,900	3,900	3,900
326	2021	Caterpillar Wheel Loader & Snow Pusl	108,565	17	2038	114,000	14,200	7,100	7,100	7,100	7,100	7,100
327	2015	Deere 250JD Skid Loader	40,822	15	2030	42,900	25,900	2,800	2,800	2,800	2,800	2,800
328	2004	Dakota Field Top Dresser	21,940	22	2026	35,000	32,500	2,500	-	-	1,800	1,800
332	2016	Toro 3300D Infield Groomer	23,000	10	2026	23,000	17,700	2,700	2,600	-	2,700	2,700
333	2017	Toro Groundmaster 4000D	61,984	8	2025	99,000	81,000	18,000	-	14,900	14,900	14,900
335	2007	Toro Riding Mower	38,221	19	2026	90,000	66,000	12,000	12,000	-	5,300	5,300
336	2019	Z 5976D Mower	9,899	10	2029	10,400	4,800	1,100	1,100	1,100	1,100	1,200
337	2024	Kubota Z400 60 " Mower	8,952	10	2034	9,400	6,100	-	1,000	1,000	1,000	1,000
339	2024	Toro Workman HDX With Bed	33,629	15	2039	35,300	-	-	2,500	2,500	2,500	2,500
341	2024	Exmark 144" Wide Area Mower	67,418	8	2032	70,800	24,500	-	10,100	10,100	10,100	10,100
342	2020	Ventrac Tractor	28,896	12	2032	30,300	10,000	2,500	2,500	2,500	2,500	2,500
345	2014	Vermeer Brush Chipper	35,999	12	2026	95,000	70,000	12,000	13,000	-	9,100	9,100
347	2020	Exmark Lazer S Mower 60"	10,399	6	2026	13,000	8,700	2,200	2,100	-	2,700	2,700
352	1999	Hydroseeder T-30	8,685	27	2026	30,000	20,000	5,000	5,000	-	1,200	1,200
359	2000	Core Aeration Machine	24,935	24	2025*	40,000	40,000	-	1,800	1,800	1,800	1,800
361	2018	Aerovator w/Seed Box	17,460	15	2033	18,300	6,400	1,300	1,300	1,300	1,300	1,300
364	2006	Vermeer Stump Grinder	25,641	20	2026	75,000	55,000	10,000	10,000	-	4,100	4,100
367	2006	Redexim Turf Slicer	9,950	20	2026	25,000	17,500	3,700	3,800	-	1,400	1,400
371	2016	200 Gallon Spayer	16,347	10	2026	35,000	25,000	5,000	5,000	-	4,100	4,100
375	2013	HP Utility Tractor	32,773	13	2026	70,000	48,600	10,700	10,700	-	6,100	6,100
378-1	2021	2020 H&H Water Tank Trailer	11,999	15	2036	12,600	1,800	900	900	900	900	900
380	2014	Eager Beaver Trailer	15,831	12	2026	20,000	16,000	1,900	2,100	-	1,900	1,900
390	2014	Leaf Vacuum	19,941	11	2025	86,000	61,800	24,200	-	9,000	9,000	9,000
392	2024	Xtreme Vac LCT 600	84,398	12	2036	88,600	1,600	-	8,100	8,100	8,100	8,100
394	2012	Leaf Vacuum	17,141	14	2026	86,000	61,200	12,400	12,400	-	6,900	6,900
395	2011	Leaf Vacuum	17,141	15	2026	86,000	75,000	6,000	5,000	-	6,500	6,500
396	2010	Leaf Vacuum	16,239	16	2026	86,000	62,000	12,000	12,000	-	6,000	6,000
398	2020	Leaf Vacuum LCT600	52,305	11	2031	86,000	23,300	7,800	9,000	9,000	9,000	9,000
399	2020	Leaf Vacuum LCT600	52,305	11	2031	86,000	23,300	7,800	9,000	9,000	9,000	9,000
393	2023	2020 ODB LCT 600 Leaf Collector	55,485	11	2034	58,300	-	5,800	5,800	5,800	5,800	5,800
362	2022	Vermeer Brush Chipper	52,185	10	2032	54,800	6,100	6,100	6,100	6,100	6,100	6,100
397	2021	Power Turf Renovator	12,995	10	2031	13,600	3,000	1,500	1,500	1,500	1,500	1,500
376	2023	Toro Workman GTX (Battery Powered	18,795	10	2033	19,700	-	2,200	2,200	2,200	2,200	2,200

EQUIPMENT ACQUISITION AND REPLACEMENT

Schedule of Equipment Replacement and Budget Requirements
Fund: Equipment Acquisition and Replacement

Id. Number	Year	Make-Model	Cost	Years Est. Life	Year Scheduled to Replace	Estimated Cost to Replace	Reserve through FY24	FY25	FY26	FY27	FY28	FY29
356	2023	2022 Sweep All Machine	10,493	10	2033	11,000	-	1,200	1,200	1,200	1,200	1,200
NEW		Toro Reelmaster 5410-D Riding Mower		10	2025*	92,000	92,000		10,700	10,700	10,700	10,700
338	2024	Xtreme Vac LCT 600	84,398	12	2036	88,600	1,600	-	8,100	8,100	8,100	8,100
							-					
Ice Arena							-					
600	2014	Ice Resurfacing Machine	98,110	20	2034	140,000	48,200	9,100	9,100	9,100	9,200	9,200
601	2021	Ice Resurfacing Machine	107,000	20	2041	112,400	17,400	5,900	5,900	5,900	5,900	5,900
602	2018	Factory Cat Floor Scrubber	10,354	8	2026	10,900	7,800	1,600	1,500	-	1,600	1,600
							-					
Gymnasium							-					
3459	2020	LED Exterior Message Board	17,815	12	2032	18,700	6,300	1,600	1,600	1,600	1,600	1,600
133209	2023	Flooring In Gym	41,626	10	2033	43,700	4,900	4,900	4,900	4,900	4,900	4,900
							-					
Miscellaneous							-					
10642	2013	Opportunity Park Playground	199,925	15	2028	220,000	139,200	20,200	20,200	20,200	20,200	
3525	2023	Message Board - Route 450	23,000	12	2035	24,200	-	2,200	2,200	2,200	2,200	2,200
3457	2020	250Kw Generator - Kenhill	79,500	15	2035	83,500	22,400	5,600	5,600	5,600	5,600	5,600
133159	2015	Linear Park Playground	44,284	15	2030	46,500	26,000	3,400	3,400	3,400	3,400	3,400
3526	2023	Message Board -Northview Dr.	21,700	12	2035	22,800	-	2,100	2,100	2,100	2,100	2,100
-	-	Contribution - Fire Equipment	-	-	2029	165,000	165,000	-	-	-	-	-
3527	2023	Message Board - Pointer Ridge	21,700	12	2035	22,800	-	2,100	2,100	2,100	2,100	2,100
-	2022	75 Golf Carts	205,080	5	2027	215,300	53,800	53,400	54,100	54,000	-	56,500
3519	2022	YU2A Bev. Unit Golf Car	17,433	20	2042	18,300	-	1,000	1,000	1,000	1,000	1,000
3520	2022	YU1A Yamaha Golf Range Picking (	10,720	20	2042	11,300	-	600	600	600	600	600
3521	2022	YU1A Yamaha Golf Cars	7,587	20	2042	8,000	-	400	400	400	400	400
3522	2022	YU1A Yamaha Golf Cars	7,587	20	2042	8,000	-	400	400	400	400	400
3523	2022	YU1A Yamaha Golf Cars	7,587	20	2042	8,000	-	400	400	400	400	400
3524	2022	YU1A Yamaha Golf Cars	7,587	20	2042	8,000	-	400	400	400	400	400
133176	2018	Message Board Town Green Park (LEI	14,652	12	2030	15,400	6,900	1,400	1,400	1,400	1,400	1,400
						25,176,200	13,076,100	2,539,400	2,323,000	2,225,700	2,428,300	2,799,600

* Prior Year

CAPITAL PROJECTS FUND

Capital Projects Funds are created to account for all resources used for the acquisition of capital facilities by a governmental unit except those financed by special assessments and enterprise funds.

Capital Projects are those capital outlays which involve the acquisition and/or construction of major, permanent facilities having a relatively long life. Capital Projects Funds should have their conception in the capital improvement program and capital budget of a governmental unit.

A capital budget may cover a single fiscal year or a period four to six-years in length. If the latter, it is revised annually in light of new and changed conditions and is extended for one year to keep its length constant over time.

When the annual budget is adopted the capital requirements incorporated in the capital budget become legally binding authorizations to incur obligations and to make expenditures on a project basis.

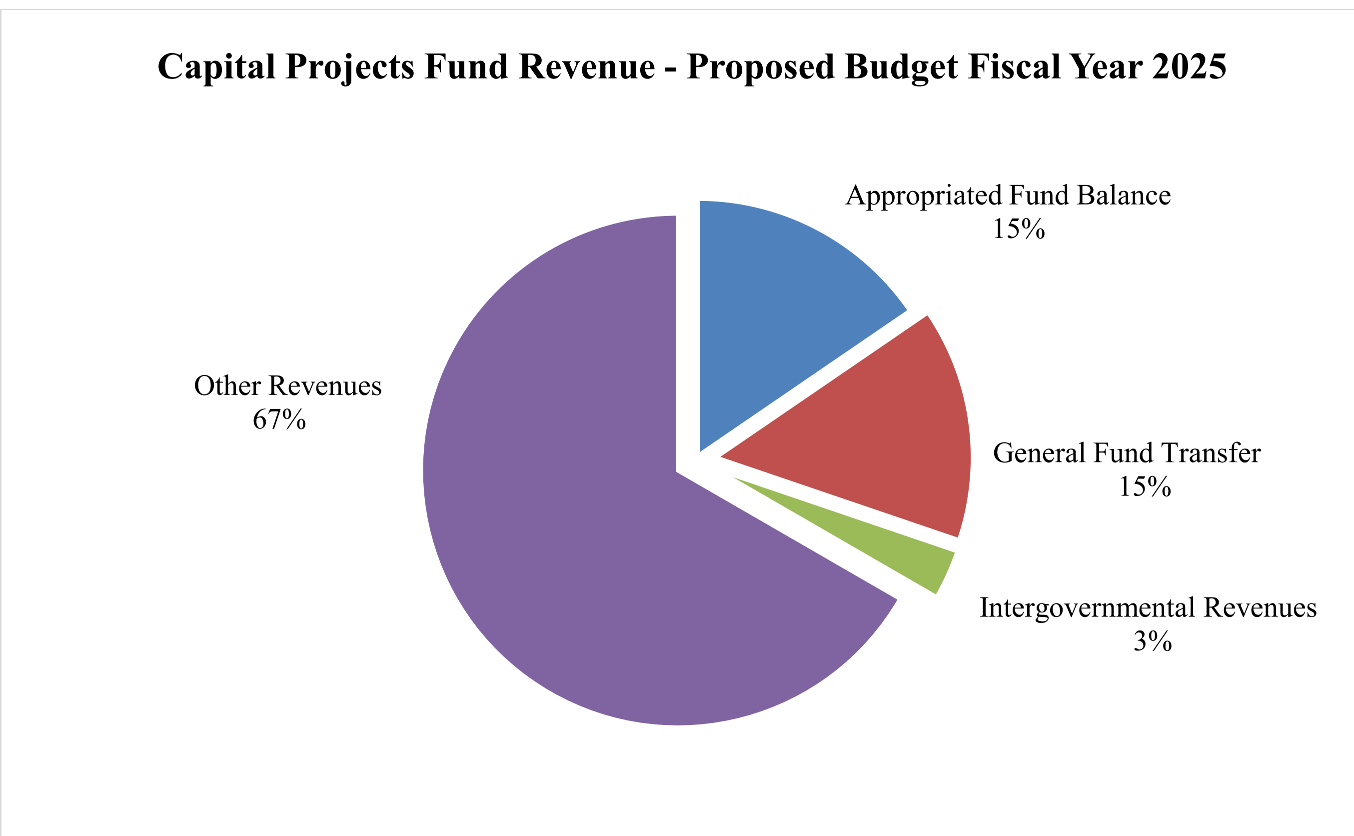
How the Capital Projects Fund is Used

The Capital Projects Fund works in conjunction with but is not the same as the Capital Improvements Program (CIP). The CIP is a six-year plan, which the Council adopts in the form of a Resolution, to authorize improvement or acquisition projects. The current budget year's portion of that plan must be funded by amounts appropriated in the annual Budget Ordinance. The Capital Projects Fund receives appropriations for projects that serve governmental purposes and are not accounted for in an enterprise fund such as the Water and Sewer Fund.

The Capital Projects Fund receives revenues that are earmarked for long-term capital purposes, such as bond proceeds, developers' contributions, grants from other agencies, and transfers from the General Fund, which may include collections from Special Taxing Districts. The receipts may be expended in the same fiscal year, or may be held as reserves to finance future projects. In Resolution R-34-96, the Council resolved that the interest earned on balances of the Capital Projects Fund be retained in the Capital Projects Fund for use on present and future capital projects.

Revenue Summarized by Source

	Actual 2022-2023	Budget 2023-2024	Estimated 2023-2024	Proposed 2024-2025	Adopted 2024-2025
Appropriated Fund Balance	-	7,123,200	3,799,800	7,186,300	-
Transfer from General Fund	-	2,468,300	2,468,300	6,861,300	-
Intergovernmental Revenues	161,131	1,549,600	100,000	1,449,600	-
Other Revenues	998,802	921,500	1,351,100	30,994,200	-
Total	1,159,933	12,062,600	7,719,200	46,491,400	-



REVENUE ESTIMATES

Fund Number: #10
Fund: Capital Projects Fund

ACCT	SOURCE		Actual 2022-2023	Adopted 2023-2024	Estimated 2023-2024	Proposed 2024-2025	Adopted 2024-2025
48005	**Appropriated Fund Balance**						
	Land Acquisition		-	55,200	-	76,400	-
	Energy Efficiency Improvements		-	29,300	29,300	10,000	-
	Accessability Improvements		-	-	-	75,000	-
	Emergency Operation Center		-	100,000	100,000	100,000	-
	City Hall		-	-	-	80,000	-
	Facility Security		-	25,000	-	114,400	-
	Railroad Museum		-	780,000	61,400	718,600	-
	Public Works Main Facility		-	-	-	990,000	-
	Streets & Utilities Building		-	-	-	21,600	-
	Bowie Trails Master Plan		-	-	-	575,100	-
	Centennial Park		-	10,000	10,000	-	-
	Belair Mansion		-	200,000	-	-	-
	Gymnasium		-	-	-	88,000	-
	Bowie Playhouse		-	-	-	10,000	-
	Golf Course		-	2,100,000	100,000	2,510,600	-
	Stormwater Management		-	364,800	-	442,600	-
	Public Art		-	126,100	166,300	25,000	-
	Tanglewood Park		-	-	-	50,000	-
	Serene Way Park		-	-	-	20,000	-
	Whitmarsh Park		-	-	-	545,200	-
	Allen Pond		-	-	-	391,800	-
	Chesapeake Bay		-	3,332,800	3,332,800	342,000	-
		Total	-	7,123,200	3,799,800	7,186,300	-
49010	**General Fund Transfers**						
	Facility Security		-	475,000	475,000	235,600	-
	Energy Efficiency Improvements		-	-	-	50,000	-
	Emergency Operation Center		-	20,700	20,700	-	-
	Park and Grounds Annex		-	-	-	275,000	-
	Land Acquisition		-	21,200	21,200	22,100	-
	Golf Course		-	-	-	2,949,400	-
	Whitmarsh Park		-	-	-	389,800	-
	Hiker-Biker Trail System		-	598,000	598,000	-	-
	Facility Preventive Maintenance		-	742,000	742,000	152,000	-
	Stormwater Management		-	140,000	140,000	207,400	-
	Chesapeake Bay		-	-	-	1,193,800	-
	Reserves for Sediment Control		-	263,800	263,800	278,000	-
	Allen Pond Park		-	207,600	207,600	1,108,200	-
		Total	-	2,468,300	2,468,300	6,861,300	-
	Intergovernmental Revenues						
43110	**State Grant**						
	Land Acquisition - Open Space		-	1,449,600	-	1,449,600	-
	Whitemarsh Park - (DNR)		142,162	-	-	-	-
	Emergency Operation Center		-	100,000	100,000	-	-
	Bowie Racetrack		18,969	-	-	-	-
		Total	161,131	1,549,600	100,000	1,449,600	-

REVENUE ESTIMATES

Fund Number: #10
Fund: Capital Projects Fund

ACCT	SOURCE		Actual 2022-2023	Adopted 2023-2024	Estimated 2023-2024	Proposed 2024-2025	Adopted 2024-2025
	Other Revenue						
46105	**Interest Income**						
	Energy Efficiency Improvements		9,500	-	-	-	-
	Facility Preventive Maintenance		-	-	-	639,200	-
	Bowie Trails Master Plan		94,400	-	-	-	-
	City Hall		2,946	35,000	35,000	-	-
	Ice Arena		455,203	-	-	-	-
	Glen Allen Park		500	55,000	55,000	-	-
	Parks and Grounds Annex		22,000	25,000	25,000	-	-
	Allen Pond Park		260,000	792,400	792,400	-	-
	Beliar Stables		13,100	-	-	-	-
	Unallocated		-	-	229,600	-	-
	Public Art		-	14,100	14,100	-	-
	Sediment Control		141,153	-	200,000	-	-
		Subtotal	998,802	921,500	1,351,100	639,200	-
49030	G.O. Bond Proceeds		-	-	-	30,355,000	-
		Subtotal	-	-	-	30,355,000	-
		Total	998,802	921,500	1,351,100	30,994,200	-
	Grand Total Revenues		1,159,933	12,062,600	7,719,200	46,491,400	-

EXPENDITURE APPROPRIATIONS

Fund Number: #10
Fund: Capital Projects Fund

Capital Outlay	Actual 2022-2023	Budget 2023-2024	Estimated 2023-2024	Proposed 2024-2025	Adopted 2024-2025
Energy Efficiency Improvements	-	50,000	50,000	60,000	-
Emergency Operations Center	-	200,000	200,000	-	-
Land Acquisition	21,847	1,526,000	21,200	1,548,100	-
Bowie Ice Arena	1,600,438	-	-	30,355,000	-
Senior Center	137,519	-	-	-	-
Gymnasium	-	-	-	88,000	-
Kenhill Center	542,353	-	-	80,000	-
Railroad Museum	-	780,000	61,400	718,600	-
Public Works Main Facility	12,251	-	-	990,000	-
Solid Waste Admininstration Facility	13,000	-	-	-	-
Streets and Utilities Building	-	-	-	21,600	-
Bowie Trails	55,128	598,000	124,000	575,100	-
Chesapeake Bay	308,595	3,332,800	3,332,800	1,535,800	-
Facilities Preventive Maintenance	-	742,000	742,000	791,200	-
Stormwater Management	30,616	364,800	119,500	650,000	-
Sediment Control Reserve-Gateway	-	40,300	40,300	43,700	-
Sediment Control Reserve-MSTC	-	132,400	132,400	138,500	-
Sediment Control Reserve- Bowie Town Center	-	61,000	61,000	64,400	-
Sediment Control Reserve-Pin Oak Plaza	-	5,400	5,400	5,700	-
Sediment Control Reserve-Elder Oaks	-	3,000	3,000	3,100	-
Sediment Control Reserve-Collington	-	5,700	5,700	6,000	-
Sediment Control Reserve-City Parcel	-	16,000	16,000	16,600	-
Bowie Playhouse	164,133	-	-	10,000	-
Allen Pond Park Development	-	1,000,000	149,300	1,500,000	-
Belair Mansion	92,896	200,000	-	-	-
Whitemarsh Park	4,058	-	-	935,000	-
Belair Stable Museum	28,520	-	-	-	-
Public Art	1,000	140,200	180,400	25,000	-
Centennial Park	-	150,000	150,000	-	-
Golf Course	567,216	2,100,000	100,000	5,460,000	-
Parks and Gounds Annex	43,915	25,000	-	275,000	-
Glen Allen Park	225,412	55,000	55,000	-	-
Tanglewood Park	16,640	-	-	50,000	-
Racetrack Road Property	24,960	-	-	-	-
City Hall	57,448	35,000	35,000	100,000	-
Accessability Improvements	-	-	-	75,000	-
Serene Way Park	-	-	-	20,000	-
Facility Security	447,005	500,000	250,000	350,000	-
Total Appropriations	4,394,950	12,062,600	5,834,400	46,491,400	-

Fund Number: #10
Fund: Capital Projects Fund

Capital Outlay

ADA Assessment Project (10163-57015) ***75,000***
Improvement projects to include Allen Pond Park, City facilities.

Facility Security (10164-57010) ***350,000***
Phased Security – Physical security improvements & hardware, closed circuit television (CCTV) visitor management system, access control systems, alarm systems for other City owned facilities and an emergency public address system for City Hall.

Energy Efficiency Improvements (10166-57015) ***60,000***
Retrofit of lighting at Gymnasium.

Reserve for Land Acquisition (10181-57005) ***1,548,100***
This amount is available to acquire open space areas around the City.

Streets and Utilities Building (10183-57010/20350-57010/20360-57010) **21,600**
HVAC replacement.

Gymnasium (10186-57010) **88,000**
Gym Floor Refinishing Project, Flooring Replacement - 2 classrooms.

Kenhill Center (10187-57010) ***80,000***
Replace MP Room flooring to multiuse court flooring, paint multipurpose room.

City Hall (10192-57010) ***100,000***
Architectural/Engineering for RTU 1, Flooring Replacement Phase 1 of 8.

Bowie Railroad Museum (10199-57010) ***718,600***
Implementation and construction of railroad museum improvements.

Public Works Main Facility (10315-57010) ***990,000***
Replace Salt Storage Building and Parking area at the PW Facility

Bowie Trails (10322-57015) ***575,100***
Bituminous trail repairs/replacements along Northview Drive; Pin Oak Parkway Trail Extension (Design) and Jericho Park Trail Segment Construction Completion.

Chesapeake Bay (10326-57015) ***1,535,800***
Pin Oak Village SWM pond improvements; Gateway Harbor SWM pond improvements; Saddlebrook Stream Restoration and Stream Restoration MB-MS-3.

Facility Preventive Maintenance (10333-57010) ***791,200***
Annual Addition.

Stormwater Management (10336-57015) ***650,000***
Neighborhood drainage solutions; Consultant dredging reports, two per year and Idlewild Lane drainage ditch improvement construction. Bridge & Culvert Repairs.

Sediment Control Reserve - Gateway Center (10337-57015) ***43,700***
Sediment Control Reserve –Maryland Science &Technology Center-Melford (10339-57015) ***138,500***
Sediment Control Reserve – Bowie Town Center-Centennial Park (10344-57015) ***64,400***

EXPENDITURE APPROPRIATIONS

Fund Number: #10
Fund: Capital Projects Fund

Sediment Control Reserve - Pin Oak Plaza (10371-57015)	***5,700***
Sediment Control Reserve - Elder Oaks (10373-57015)	***3,100***
Sediment Control Reserve - Collington (10375-57015)	***6,000***
Sediment Control Reserve - Covington City Share (10376-57015)	***16,600***

Bowie Playhouse (10511-57010) ***10,000***
Air handling unit #3 – (Lobby)

Allen Pond Park (10515-57015) ***1,500,000***
Permitting, construction management and replacement of the amphitheater stage at current location. Renovation of the Boathouse Restrooms to include an adult changing table.

Whitemarsh Park (10521-57010) ***935,000***
Renovate synthetic turf field pending results of annual inspection. Installation of a Natural Exploration Area

Bowie Ice Arena (10532-57010) ***30,355,000***
New Ice Arena Construction.

Parks & Grounds Annex (Entzian Farm) (10538-57015) ***275,000***
AE and installation of new cold storage building.

Public Art (10544-57015) ***25,000***
Annual addition.

Bowie Golf Course (10545-57015) ***5,460,000***
Driving Range Renovation including new restrooms. Strategic Tree & Landscape Planting.

Tanglewood Park (10551-57015) ***50,000***
Trail System Improvements (Benches, waymarking and signage) and ground material (mulch, stone, river rock, etc.).

Serene Way Park (10553-57015) ***20,000***
Master Plan for future neighborhood miniature park on Serene Way

WATER AND SEWER FUND

This fund is operated to account for the activities of the Water and Sewer System. It is classified as an enterprise fund rendering services on a user charge basis. The system should be a self-supporting entity and the accounting must make it possible to show whether operated at a profit or loss. Rates are set based on the cash needs approach with revenues equaling or exceeding budgetary expenditure appropriations which include both Capital Outlay and Debt Retirement.

Fund: #20
Fund: Water and Sewer Fund

Description of Water and Sewer Fund Operation

The City of Bowie Water and Sewer system provides service in the following sections of the City, which comprise less than forty percent of City households:

Bowie Forest	Heather Hills	Rockledge
Buckingham	Idlewild	Somerset
Chapel Forge	Kenilworth	Tulip Grove
Derbyshire	Long Ridge	Victoria Heights
Foxhill	Meadowbrook	Whitehall
Grady's Walk	Overbrook	Yorktown

All other sections of the City fall within the franchise area of WSSC. Therefore, the City of Bowie Water and Sewer System remains essentially an enclave that, with a few limited exceptions, does not expand into newly developing areas. It maintains a stable customer base, averaging approximately 7,900 customer accounts, which are 97% residential.

The Levitt Corporation constructed the water and sewer system in the early 1960's. The City purchased it in 1971, issuing general obligation bonds in the amount of $9,725,000. In 1982, a new wastewater treatment plant was built using Federal, State, and local funding. The plant was extensively modified from 1985 to 1990 as part of a research pilot project for the Bio-Nutrient Removal (BNR) process.

In partnership with the Maryland Department of the Environment, the City introduced Enhanced Nutrient Removal (ENR) technology to its wastewater treatment plant. The new technology reduces nitrogen and phosphorus in the wastewater down to 3 mg/l total nitrogen and 0.3 mg/l total phosphorus. Enhanced Nutrient Removal (ENR) improvements at the wastewater treatment plant were completed in FY2011. Over eighty- two percent of the costs of the improvements were funded by the State via the Bay Restoration Fund. The remaining share of the costs was borrowed from the State's Revolving Loan Program.

The Water Distribution System Recapitalization program authorized in the FY2018 budget proposal is a multi-year project to remediate pipe corrosion. The project design includes the replacement of water mains and water pipes throughout the water system. Project cost will be funded by a quarterly Renewal and Replacement fee of $23.44, plus federal grants and direct loans. The estimated cost of the project is $16 million. City anticipates using $4.3 million of Coronavirus State and Local Fiscal Recovery Funds (SLFRF), $1.7 million from the Department of the Environment and direct borrowing $11.9 million to complete multi-year pipe and water main replacement project.

The system's operations are supported by user fees, and not by any tax revenue. Rates must be set to cover the cost of operations plus debt service and capital outlay.

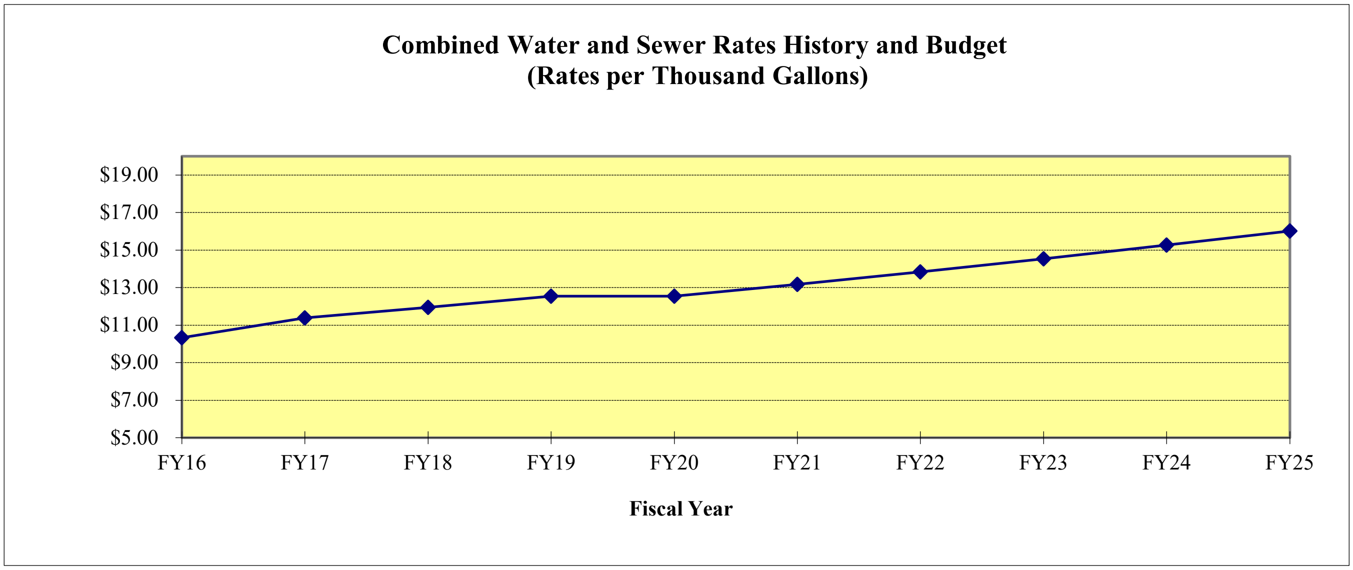
Rate History

This budget proposes an increase in water and sewer rates. The proposed increase of $0.31 per thousand gallons for water service and $0.45 for wastewater service equates to approximately $9.12 per quarter for the average household using an estimated 12 thousand gallons per quarter. The increase will help maintain the financial stability of the system.

	FY 2021	FY 2022	FY 2023	FY 2024	Proposed FY 2025	Adopted FY 2025
Water	$5.42	$5.69	$5.97	$6.27	$6.58	
Sewer	7.76	8.15	8.56	8.99	9.44	
Total	$13.18	$13.84	$14.53	$15.26	$16.02	

Fund: #20
Fund: Water and Sewer Fund

The following graph displays the rate history over time.



Funds Required – Fiscal Year 2025

	Water	Sewer	Total
Division Operating Budgets	2,599,900	3,370,600	5,970,500
Billing and Accounting	318,406	458,194	776,600
Nondepartmental	158,700	228,300	387,000
Transfer - Central Support	190,400	274,000	464,400
Debt Service	243,700	81,100	324,800
Capital Outlay	6,089,900	3,526,800	9,616,700
Total Funds Required	9,601,006	7,938,994	17,540,000
Less: Other Revenue	(619,400)	(505,900)	(1,125,300)
Loan Proceeds	(3,069,600)	(1,600,000)	(4,669,600)
Federal Grant	(1,700,000)	-	(1,700,000)
Renewal and Replacement	(734,000)	-	(734,000)
Balance Required from Rates	3,478,006	5,833,094	9,311,100
Amounts Provided by Rates:			
Metered Sales	2,864,900	3,744,700	6,609,600
Minimum Charges	430,600	619,600	1,050,200
Total Provided by Rates	3,295,500	4,364,300	7,659,800
Balance Required from (added to) Reserves	182,506	1,468,794	1,651,300

Fund: #20
Fund: Water and Sewer Fund

Forecasts

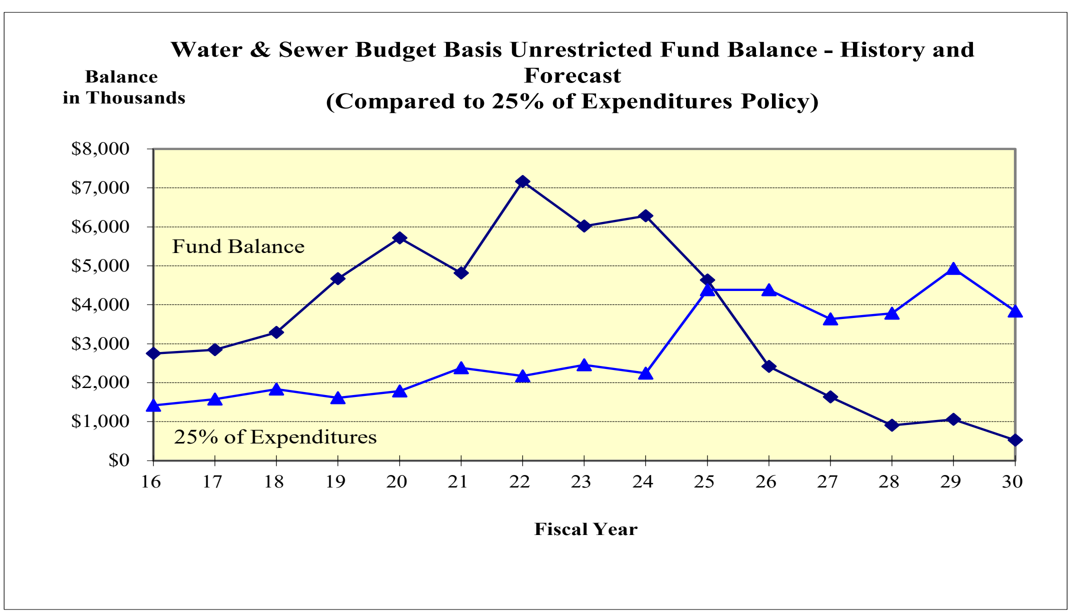
The following table shows revenue and expenditure amounts for Fiscal Years 2023 through 2030, and the resulting effect on an amount we have called the "Budget Basis Unassigned Fund Balance". This amount represents net current assets, derived by subtracting Current Liabilities from Current Assets. This amount is the best approximation, in an enterprise-type fund, of spendable resources available for appropriation.

	Revenues	Expenditures	Increase or (Decrease)	Budget Basis Unassigned Fund Balance	Percent of Expenditures
Balance July 1, 2023				6,016	
Estimate - FY2024	9,228	8,962	266	6,282	70%
Budget - FY2025	15,889	17,540	(1,651)	4,631	26%
Forecasts:					
FY2026	13,957	16,173	(2,216)	2,415	15%
FY2027	13,760	14,545	(785)	1,630	11%
FY2028	14,391	15,113	(722)	908	6%
FY2029	19,870	19,723	147	1,055	5%
FY2030	14,802	15,337	(535)	520	3%

The forecast amounts (in thousands) are based on the following assumptions for Fiscal Years 2026 through 2030

- Usage charges are based on 435 million gallons, with a combined rate increase of 10 percent in FY2028 and through FY2030.
- Minimum charges remain unchanged; all other revenues increase at 5% per year.
- Renewal and replacement $23.44 per quarter.
- Expenditures for operating departments increase by 6 percent, billing, and accounting at 9 percent, nondepartmental and overhead costs 8 percent per year.
- Debt Service is per the schedule existing at 6/30/23, also includes $4.7 million for water pipe and water main replacement and other plant improvements in fiscal years 2026 and 2030.
- Capital Outlay is per the FY2026-2030 Capital Improvements Program requirements, plus equipment replacements average $5.5 million per year for capitalized components.

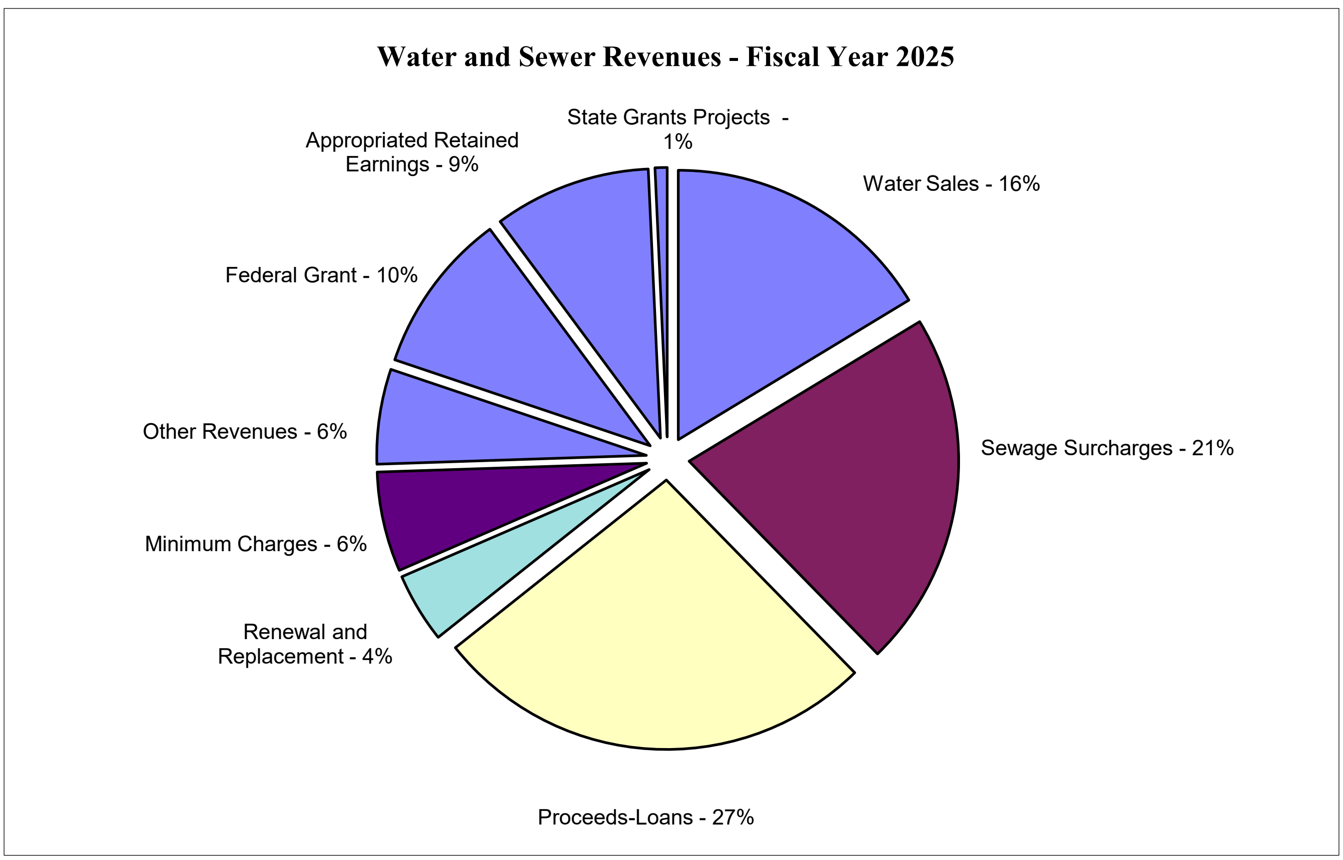
The graph below displays the forecast for Budget Basis Unassigned Fund Balance in relation to the line that shows 25% of Expenditures. The City will strive to maintain a reserve of no less than 25% of expenditures in the Water and Sewer Fund in accordance with the City's debt and financial management policies. Based on the above assumptions, the Water and Sewer Fund will comply with the 25% unassigned fund balance policy.



REVENUE SUMMARY

Fund Number: #20
Fund: Water and Sewer Fund

SOURCE	ACTUAL 2022-2023	BUDGET 2023-2024	ESTIMATED 2023-2024	PROPOSED 2024-2025	ADOPTED 2024-2025
Appropriated Retained Earnings	-	1,302,100	-	1,651,300	-
Renewal and Replacement	716,480	740,000	719,600	734,000	-
Water Sales	2,764,568	3,034,700	2,730,000	2,864,900	-
Sewage Surcharges	3,338,011	3,656,000	3,566,100	3,744,700	-
Minimum Charges	1,020,162	1,040,000	1,040,000	1,050,200	-
Other Revenues	931,139	871,700	1,045,800	998,500	-
Proceeds-Loan	-	7,000,000	-	4,669,600	-
Federal Grant	-	-	-	1,700,000	-
State Grants - Projects	146,668	146,600	126,800	126,800	-
Grand Total	8,917,028	17,791,100	9,228,300	17,540,000	-



REVENUE ESTIMATES

Fund Number: #20
Fund: Water and Sewer Fund

		ACTUAL 2022-2023	BUDGET 2023-2024	ESTIMATED 2023-2024	PROPOSED 2024-2025	ADOPTED 2024-2025
Water Sales						
44210	Residential	2,277,724	2,291,100	2,228,400	2,338,500	-
44215	Commercial and Public Facilities	486,844	743,600	501,600	526,400	-
	Total	2,764,568	3,034,700	2,730,000	2,864,900	-
Sewerage Surcharges						
44220	Residential	2,980,772	3,284,900	3,195,000	3,355,000	-
44225	Commercial and Public Facilities	357,239	371,100	371,100	389,700	-
	Total	3,338,011	3,656,000	3,566,100	3,744,700	-
Minimum Charges						
44230	Residential	898,231	920,000	920,000	929,000	-
44235	Commercial and Public Facilities	121,931	120,000	120,000	121,200	-
	Total	1,020,162	1,040,000	1,040,000	1,050,200	-
Other Revenues						
46105	Interest Income	361,799	337,300	418,500	413,900	-
46220	Rental-Water Tower Lease	347,528	337,400	337,400	356,000	-
46405	Claims, Reimbursements & Other Service Charges	12,712	18,000	15,000	15,000	-
46420	Miscellaneous Revenue	82,075	60,000	91,200	93,000	-
44255	Account Processing Fees	-	28,000	23,400	23,900	-
46415	Forfeited Discounts and Penalties	93,825	90,000	93,900	95,700	-
	Total	897,939	870,700	979,400	997,500	-
Other Financing Sources						
48010	Renewal/Replacement	716,480	740,000	719,600	734,000	-
48015	Appropriated Retained Earnings	-	1,302,100	-	1,651,300	-
49046	Proceeds-Loans	-	7,000,000	-	4,669,600	-
49050	Sale of Capital Assets	33,200	1,000	66,400	1,000	-
43110	State Grants - Projects	146,668	146,600	126,800	126,800	-
43005	Federal Grant	-	-	-	1,700,000	-
	Total	896,348	- 9,189,700	- 912,800	- 8,882,700	-
	Grand Total	8,917,028	17,791,100	9,228,300	17,540,000	-

REVENUE DETAIL

Fund: #20
Fund: Water and Sewer Fund

Water Sales - Residential - Projected at $6.58 per 1,000 gallons on sales of 355,405,600 gallons. Commercial and Public Facilities - Projected at $6.58 per 1,000 gallons on sales of 80,000,000 gallons.

Sewerage Surcharge - Residential - Projected at $9.44 per 1,000 gallons on 355,400,000 gallons. Commercial and Public Facilities - Projected at $9.44 per 1,000 gallons on 41,280,000 gallons.

Minimum Charge - Residential - Annual charge of $120.00 per residence whether served by individual or master meter. Commercial and Public Facilities - Annual charge based on meter size as follows:

1"	$120.00	4"	$2,400.00
1-1/2"	$480.00	6"	$4,800.00
2"	$780.00	8"	$9,600.00
3"	$1,440.00	10"	$15,000.00

Interest Income - Interest earned from investing temporary idle funds.

Rental – Water Tower Lease – Annual amount received for leased space on elevated water tower.

Renewal and Replacement – Quarterly amount received for replacement of water pipes throughout the City ($23.44).

Claims, Reimbursements and Other Service Charges - Reconnection charges ($40), meter tests ($120), and other revenue amounts not classified.

Account Processing Fee - $50 charge for all new customer accounts.

Forfeited Discounts and Penalties - Charge added for late payment of accounts ($15) and returned checks ($35).

New Users Security Advance - To be applied to the users' final bill upon discontinuing service, based on meter size:

3/4", 5/8" or 1"	$50.00	4"	$750.00
1-1/2"	$200.00	6"	$1,000.00
2"	$300.00	8"	$2,000.00
3"	$500.00	10"	$3,000.00

Initial Connection Charge - A nonrefundable charge for initial connection to the Water and/or Sewer System, based on meter size:

3/4", 5/8" or 1"	$1,000.00	4"	$3,000.00
1-1/2"	$1,500.00	6"	$4,000.00
2"	$2,000.00	8"	$5,000.00
3"	$2,000.00	10"	$6,000.00

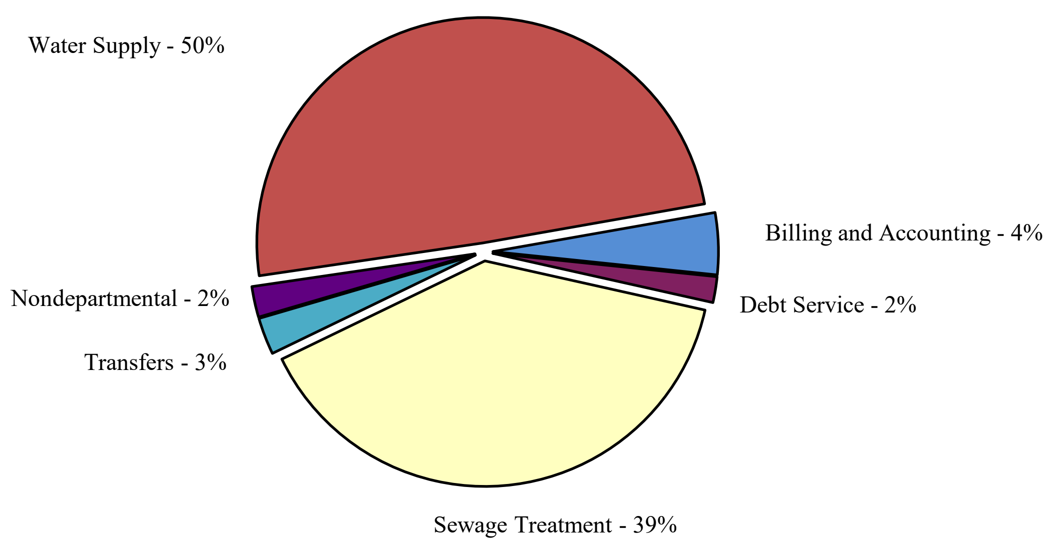
Sub-Meter Installation - Customers applying for installation of a sub-meter shall pay a nonrefundable permit fee of $50.00, and shall also pay the cost of the sub-meter according to meter size. Customers with a sub-meter installed shall be exempt from sewerage surcharges for outside water use.

EXPENDITURE SUMMARY

Fund Number: #20
Fund: Water and Sewer Fund

PURPOSE	ACTUAL 2022-2023	BUDGET 2023-2024	ESTIMATED 2023-2024	PROPOSED 2024-2025	ADOPTED 2024-2025
Billing and Accounting	673,401	735,800	689,700	776,600	-
Water Supply	4,551,272	10,826,600	3,130,900	8,689,800	-
Sewage Treatment	3,833,672	4,902,500	4,285,100	6,897,400	-
Debt Service	116,835	441,800	117,600	324,800	-
Nondepartmental	97,487	380,700	235,000	387,000	-
Transfers-Central Support Service	533,700	503,700	503,700	464,400	-
Total Expenditures	9,806,367	17,791,100	8,962,000	17,540,000	-

Water and Sewer Expenditures - Fiscal Year 2025



BILLING AND ACCOUNTING

Activity:#141	Department: Finance
Fund: Water and Sewer	Function: General Government

Description

This activity is carried out by the staff of the Finance Department whose duties are so interrelated with the overall financial activity of the City, that separate personnel assignments are not practical. The department is responsible for the billing, collecting and accountability of all water and sewer charges. The monitoring and control of expense appropriations, maintaining and forecasting cash position, investment of temporary idle funds, and providing for debt service requirements are continuous programs of the department.

Objectives and Results for Fiscal Year 2024

A. Objectives are found in the Finance Department section of the General Fund.

Workload and Performance Indicators

	FY20	FY21	FY22	FY23	FY24	FY25
Number of water and/or sewer customers-residential	7,686	7,685	7,685	7,685	7,685	7,685
Number of water and/or sewer customers-commercial	248	249	249	250	251	251
Average quarterly residential water and sewer bill	$205	$224	$222	$233	$245	$257
Number of bills or late fee notices issued	39,348	39,193	38,781	38,600	38,650	38,700
Number of new accounts processed	628	724	656	550	600	600
Allowance for Uncollectible Accounts	$46	$3,793	$2,607	$4,715	$5,000	$5,000

Objectives for Fiscal Year 2025

1. Objectives are found in the Finance Department section of the General Fund.

Significant Budget Changes

None.

Expenditures

	ACTUAL 2022-2023	BUDGET 2023-2024	ESTIMATED 2023-2024	PROPOSED 2024-2025	ADOPTED 2024-2025	Pct. Change
Personal Services	464,506	506,100	462,800	532,500	-	5.2%
Contractual Services	183,672	203,200	199,900	215,800	-	6.2%
Commodities	5,491	6,000	6,000	6,000	-	0.0%
Other Charges	19,732	20,500	21,000	22,300	-	8.8%
Total	673,401	735,800	689,700	776,600	-	5.5%

BILLING AND ACCOUNTING

Activity:#141	Department: Finance
Fund: Water and Sewer	Function: General Government

Personal Services - Full Time Equivalents

	FY23	FY24	FY25
Director, Finance	.3	.3	.3
Assistant Director, Finance	.2	.2	.2
Lead Accountant	.2	.2	.2
Accountant II	.2	.4	.4
Accountant I	.1	-	.1
Finance Budget Specialist	.2	.2	.2
Executive Office Associate	.3	.3	.3
Accounting Technician Supervisor	.2	.2	.2
Payroll Specialist	.2	.2	.2
Utility Billing Specialist	1.0	1.0	1.0
Accounting Technician, Senior	1.0	1.0	1.0
Accounting Technician	.5	.5	.5
P/T Accounting Technician	.5	.5	.5
Total	4.9	5.0	5.1

♦***Salaries and Wages*** ***409,200***
Salaries and Wages paid to full time and part time employees.

♦***Fringe Benefits*** ***123,300***
Fringe benefits related to full time and part time salaries and wages: FICA, contributions to employee annuities, unemployment compensation, workers compensation, hospitalization/medical insurance, prescription plan, life insurance and weekly indemnity, optical/dental plan.

Contractual Services

♦***Auditing and Accounting (20141-51110)*** ***13,300***
Estimated cost of required annual audit.

♦***Professional Services (20141-51125)*** ***155,300***
To provide for computer program changes. Includes bank fees and armored car services for transporting cash receipts.

♦***Subscription Maintenance (20141-51127)*** ***35,200***
Maintenance for software subscriptions.

♦***Travel and Training (20141-51145)*** ***2,000***
Expenses and related material for attendance at meetings and instructions for staff personnel. Includes mileage allowance for use of personal cars. Also includes proportionate share of computer training for all personnel in this fund.

♦***Equipment Rental (20141-51215)*** ***7,000***
Offsite records storage.

♦***Repair and Maintenance (20141-51230)*** ***3,000***
Maintenance of office equipment owned by the Water and Sewer Fund, and a proportionate share of the maintenance contract on the computer system.

BILLING AND ACCOUNTING

Activity:#141	Department: Finance
Fund: Water and Sewer	Function: General Government

Commodities

♦ ***Materials, Supplies & Minor Equipment (20141-52005)*** ***6,000***

Cost of consumable items such as checks, envelopes, billing cards and other supplies for billing and accounting. Includes a proportionate share of the computer supplies.

Other Charges

♦ ***Postage (20141-55055)*** ***22,300***

Amount required for mailing approximately 8,000 quarterly bills, supplemental bills, delinquency notices and other notifications and correspondence.

WATER DIVISION

Activity:#350	Department: Public Works
Fund: Water and Sewer	Function: Public Works

Description

This division is responsible for the production and purification of the water supply for the City, which meets or exceeds all State and Federal health standards. The water is fluoridated for health purposes and the iron is removed by a filtration-flocculation aeration-sedimentation process. The cost of maintaining the water distribution system is included in this division.

Objectives and Results for Fiscal Year 2024

A. Continue fire hydrant painting program.
- *Painted 45 fire hydrants*

B. Implement a biannual inspection of all inner connectors.
- *Started the inspection program in July 2023 and have set up scheduled inspections on Beehive Asset Management Database.*

C. Plan replacement programs for cla-valve, motor starters and finished water pump.
- *Planning complete. Two finished water pumps rebuilt.*

Workload and Performance Indicators

	FY20	FY21	FY22	FY23	FY24	FY25
Miles of pipeline	90	90	90	90	90	90
Number of pipeline repairs	10	11	17	14	15	17
Number of meters installed/repaired	1,595	1,065	882	163	47	48
Number of fire hydrants	525	525	525	525	525	525
Number of fire hydrants repaired/replaced	-	1	2	14	23	25
Millions of gallons treated/delivered	568	505	514	510	510	521
Customer complaints about water quality	61	54	56	90	68	79

Objectives for Fiscal Year 2025

1. Establish a Standard Operating Procedure (SOP) and operational budget for the Valve Exercise Program by March 31, 2025.
2. Continue the Fire Hydrant Painting Program (Bowie Forest[6], Chapel Forge[29]; Long Ridge [5] and Tulip Grove [34] a total of 74 valves, to be completed by June 30, 2025.
3. Replace large valves (one [1] 8” and two [2] 16”) one 16-inch water main at Moylan Dr and 450 intersections by June 30, 2025.
4. Implement plan for replacement of cla-valve, motor starters and finished water pump by June 30, 2025.
5. Maintain compliance with State and Federal water quality standards by June 30, 2025.

WATER DIVISION

Activity:#350	Department: Public Works
Fund: Water and Sewer	Function: Public Works

Significant Budget Changes

Reclassification of Executive Office Associate (Y-111) to Executive Office Associate/Street Light Specialist (Y-113) at $ 1,564. Addition of one FTE Plant Operator, Certified (Grade Y-111) at $79,081.

Expenditures

	ACTUAL 2022-2023	BUDGET 2023-2024	ESTIMATED 2023-2024	PROPOSED 2024-2025	ADOPTED 2024-2025	Pct. Change
Personal Services	1,304,218	1,498,200	1,241,200	1,568,400	-	4.7%
Contractual Services	337,692	511,700	517,300	673,300	-	31.6%
Commodities	170,362	367,400	310,100	356,500	-	-3.0%
Other Charges	654	1,900	1,800	1,700	-	-10.5%
Capital Outlay	2,738,346	8,447,400	1,060,500	6,089,900	-	-27.9%
Total	4,551,272	10,826,600	3,130,900	8,689,800	-	-19.7%

Personal Services - Full Time Equivalents

	FY23	FY24	FY25
Water Plant Superintendent	1.0	1.0	1.0
Chief Water Plant Superintendent	1.0	1.0	1.0
Water Plant Operator, Certified	-	-	1.0
Water Plant Operator	4.0	4.0	4.0
Utilities Superintendent	.5	.5	.5
Utilities Supervisor, Certified	1.0	1.0	-
Utilities Supervisor	-	-	1.0
Pipeline Video Inspector	.5	.5	.5
Utilities Technician II	-	-	1.0
Equipment Operator, Senior	1.0	1.0	-
Utilities Technician I	-	-	1.0
Equipment Operator	1.0	1.0	-
Water Meter Technician	2.0	2.0	2.0
Associate Executive Office/Street Light Specialist	-	-	.2
Executive Office Associate	.2	.2	-
Utility Service Worker	2.0	2.0	2.0
Assistant Utilities Superintendent, Certified	-	-	.1
Assistant Utilities Superintendent	.1	.1	-
Maintenance Manager	.5	.5	.5
Total	14.8	14.8	15.8

WATER DIVISION

Activity:#350	Department: Public Works
Fund: Water and Sewer	Function: Public Works

♦***Salaries and Wages*** ***1,146,200***
Salaries and Wages paid to full time and part time employees.

♦***Fringe Benefits*** ***422,200***
Fringe benefits related to full time and part time salaries and wages: FICA, contributions to employee annuities, unemployment compensation, workers compensation, hospitalizations/medical insurance, prescription plan, life insurance and weekly indemnity, optical/dental plan.

Contractual Services

♦***Professional Services (20350-51125)*** ***125,100***
On an as-needed basis for water system operation.

♦***Subscription Services - Software (20350-51126)*** ***8,000***
Software as a Service (SaaS) solutions.

♦***Travel and Training (20350-51145)*** ***12,000***
The training of personnel is required by State regulations. Operators will be encouraged to attend pertinent seminars and classes, as available, to maintain operator certification. Also, evaluation of employees for their ability to use respirators during chemical tank changeovers.

♦***Communications (20350-51205)*** ***8,500***
For telephone services incurred by the Water Division.

♦***Equipment Rental (20350-51215)*** ***5,000***
Various rental equipment needed of operations.

♦***Public Utility Services (20350-51220)*** ***295,100***
For the purchase of gas, electricity and telephone service for the plant. Also accounts for the cost of "Miss Utility" service.

♦***Repair & Maintenance – Vehicles (20350-51230)*** ***25,200***
Costs of vehicle maintenance when performed by other than City personnel. Includes preventive maintenance and repair of radios.

♦***Repair & Maintenance – Physical Plant (20350-51235)*** ***194,400***
Costs of material and/or labor on any system components, including replacements when performed by other than City personnel, and which do not extend the useful life of the asset being repaired or maintained.

Commodities

♦***Materials, Supplies & Minor Equipment (20350-52005)*** ***214,600***
Small valves, piping, wiring, tools and various short life items. Includes hydrant replacement parts, meter parts, laboratory supplies and other repair items installed and/or replaced by City personnel. Includes water meters and fire hydrant replacements.

♦***Operating Supplies (20350-52010)*** ***99,900***
Chemicals required for plant operations. Consumable materials such as top soil, gravel, straw, and various chemicals needed for utility operations.

♦***Protective Apparel (20350-52020)*** ***17,000***
For the purchase of rain gear, boots, gloves, safety apparel, etc., for this division. Includes uniform rental.

♦***Repair & Maintenance Supplies - Vehicles (20350-52030)*** ***25,000***
Parts, supplies and fuel for vehicles in this division.

WATER DIVISION

Activity:#350	Department: Public Works
Fund: Water and Sewer	Function: Public Works

Other Charges

♦***Subscriptions and Memberships (20350-55090)*** ***1,700***

Subscriptions to trade journals, etc.

Capital Outlay

♦***Buildings (20350-57010)*** ***557,200***

Automatic Control System Implementation (SCADA, $550,000); Streets and Utilities Building HVAC ($7,200).

♦***Improvements Other Than Buildings (20350-57015)*** ***5,167,500***

Water Distribution System Recapitalization Design and Construction ($3,300,000); Aeration System Upgrade ($60,000); Filter System Replacement ($1,700,000); Water Storage Tank Maintenance Contract ($100,000); Pavement /Concrete Repairs ($7,500).

♦***Machinery & Equipment (20350-57020)*** ***365,200***

Normal and unexpected emergency repairs requiring replacement of major components, which should be capitalized, such as pumps, motors, vehicles, etc. ($70,000); Power Press Tool ($4,200); Truck # 474 Swivel Vac Trailer Replacement ($101,500); Tapping Machine ($4,500); Hydro Vac Truck ($185,000).

WASTEWATER

Activity: #360	Department: Public Works
Fund: Water and Sewer	Function: Public Works

Description

This division is responsible for the collection and treatment of raw sewage. This sewage is treated and returned to the Patuxent River in full compliance with State and EPA permit standards. The cost of maintaining the sewer collection system is included in this division.

Objectives and Results for Fiscal Year 2024

A. Establish an inspection routine of the City's sewer mains by June 30, 2024.
- ♦ *Completed. Inspection routine ongoing.*

B. Establish a cleaning routine of the City's sewer mains by June 30, 2024.
- ♦ *Completed. Cleaning routine is ongoing.*

C. Establish and implement a 5-year sewer lateral replacement program to eliminate the backlog of high priority replacements.
- ♦ *Completed.*

D. Establish and implement an annual trunk sewer main inspection program in the City's right of ways.
- ♦ *Deferred to Fiscal Year 2025.*

E. Plan the upgrade of the RAS/WAS pump station for wastewater treatment plant by December 2023.
- ♦ *Completed.*

Workload and Performance Indicators

	FY20	FY21	FY22	FY23	FY24	FY25
Miles of collection mains in the system	85	85	85	85	85	85
Miles of collection system inspected with TV	22	15	12	31	62	90
Miles of collection system cleaned	42	32	36	37	66	90
Number of lift stations in system	8	9	9	9	9	9
Number of lift station repairs	12	8	26	28	24	26
Number of emergency call/stoppages	6	2	-	3	5	5
Million gallons of wastewater treated	600	580	578	548	520	530
Tons of sludge produced	2,400	2,660	2,800	2,762	2,604	2,700
Number of days in compliance with discharge requirements	365	365	365	365	364	365

*lift station repair increase for FY22 and FY23 due to including all repairs, not just major repair to pump, generator, etc.

Objectives for Fiscal Year 2025

1. Extend the 5-year sewer lateral replacement program by June 30, 2025.
2. Establish a trunk and right of way sewer main inspection program by June 30, 2025.
3. Implement a sewer lining program by June 30, 2025.
4. Repair Manhole DC-33-Bowie High School Right of Way by June 30, 2025.
5. Repair 8-inch Sewer Main-12417 Rambling Lane by June 30, 2025.
6. Complex repair on 8-inch Sewer Main-6904 Racetrack Road by June 30, 2025.
7. Repair 8-inch Sewer Main-12510 Millstream Drive by June 30, 2025.

WASTEWATER

Activity: #360	Department: Public Works
Fund: Water and Sewer	Function: Public Works

8. Conduct a piping evaluation at seven pumping stations to plan for future infrastructure replacements by June 30, 2025.
9. Maintain compliance with State and Federal wastewater quality standards by June 30, 2025.

Significant Budget Changes

Reclassification of Executive Office Associate (Y-111) to Executive Office Associate/Street Light Specialist (Y-113) at $ 1,564.

Expenditures

	ACTUAL 2022-2023	BUDGET 2023-2024	ESTIMATED 2023-2024	PROPOSED 2024-2025	ADOPTED 2024-2025	Pct. Change
Personal Services	1,593,691	1,804,700	1,712,000	1,852,200	-	2.6%
Contractual Services	855,865	997,300	1,030,700	1,295,900	-	29.9%
Commodities	198,507	215,300	204,900	221,900	-	3.1%
Other Charges	222	200	200	600	-	200.0%
Capital Outlay	1,185,387	1,885,000	1,337,300	3,526,800	-	87.1%
Total	3,833,672	4,902,500	4,285,100	6,897,400	-	40.7%

Personal Services - Full Time Equivalents

	FY23	FY24	FY25
Wastewater Superintendent	1.0	1.0	1.0
Assistant Wastewater Superintendent	1.0	1.0	1.0
Lab Technician	1.0	1.0	1.0
Wastewater Plant Operator	5.0	5.0	5.0
Maintenance Manager	0.5	0.5	0.5
Assistant Utilities Superintendent, Certified	-	-	0.5
Utilities Superintendent	0.5	0.5	-
Pipeline Video Inspector	0.5	0.5	0.5
Utilities Technician II	-	-	2.0
Equipment Operator, Senior	2.0	2.0	-
Utilities Technician I	-	-	1.0
Equipment Operator	1.0	1.0	-
Wastewater Plant Maintenance Worker	1.0	1.0	1.0
Utility Service Worker	2.0	2.0	2.0
Associate Executive office/Street Light Specialist	-	-	0.2
Executive Office Associate	0.2	0.2	-
Assistant Utilities Superintendent	0.9	0.9	0.9
Total	16.6	16.6	16.6

WASTEWATER

Activity: #360	Department: Public Works
Fund: Water and Sewer	Function: Public Works

♦***Salaries and Wages*** ***1,352,600***
Salaries and Wages paid to full time and part time employees.

♦***Fringe Benefits*** ***499,600***
Fringe benefits related to full time and part time salaries and wages: FICA, contributions to employee annuities, unemployment compensation, workers compensation, hospitalization/medical insurance, prescription plan, life insurance and weekly indemnity, optical/dental plan.

Contractual Services

♦***Professional Services (20360-51125)*** ***304,800***
Consulting services for sludge monitoring and engineering services as required for maintenance improvements. Includes sewer system foam injection to retard tree growth.

♦***Travel and Training (20360-51145)*** ***7,900***
For Health Department certification of all operators.

♦***Communications (20360-51205)*** ***10,000***
For telephone services incurred by the Wastewater Division.

♦***Disposal Fees (20360-51210)*** ***272,500***
Charges for disposal of sludge and grease.

♦***Equipment Rental (20360-51215)*** ***5,000***
Various rental equipment needed for operations.

♦***Public Utility Services (20360-51220)*** ***339,100***
Electricity and telephone costs, as well as the cost of "Miss Utility” service.

♦***Repair & Maintenance – Vehicles (20360-51230)*** ***34,800***
This item is for the maintenance of trucks, tractors, radios and other equipment used by this division.

♦***Repair & Maintenance - Physical Plant (20360-51235)*** ***321,800***
Costs of material and/or labor on any system components including replacements when performed by other than own personnel. Includes sewer pump stations and plant which require periodic major maintenance. Appropriation also provides for many replacement items such as electrical fixtures, wiring, large transfer pump repairs, and meter maintenance at sewage treatment plant.

Commodities

♦***Materials, Supplies & Minor Equipment (20360-52005)*** ***80,700***
Small valves, piping, wiring, tools and similar items that are best purchased in various sized lots. Also included are items for laboratory and clerical use.

♦***Operating Supplies (20360-52010)*** ***88,500***
Chemical requirements needed to operate plant. Consumable materials such as topsoil, gravel, straw, and various chemicals are needed for utility operations.

♦***Protective Apparel (20360-52020)*** ***19,700***
For the purchase of rain gear, boots, gloves, safety apparel, etc., used by this division. Includes uniform rental.

WASTEWATER

Activity: #360	Department: Public Works
Fund: Water and Sewer	Function: Public Works

♦***Repair & Maintenance Supplies – Vehicles (20360-52030)*** ***33,000***
Amount required to maintain vehicles and fuel for all equipment used by this division.

Other Charges

♦***Subscriptions and Memberships (20360-55090)*** ***600***
Subscriptions to trade journals, etc.

Capital Outlay

♦***Buildings (20360-57010)*** ***277,200***
Pole Barn over Sludge pad ($120,000); Sewer Lateral Replacements ($150,000); Streets and Utilities Main Building HVAC ($7,200).

♦***Improvements Other Than Buildings (20360-57015)*** ***2,839,500***
RAS-WAS PS Upgrade ($575,000); WWTP Miscellaneous Equipment Replacement ($80,000); Copper Permit Compliance ($27,000); Pavement /Concrete Repairs ($7,500); Sandblast and Paint PS8 ($20,000); Sewer Main Replacement ($1,500,000) and Flow Equalization electrical Upgrade ($630,000).

♦***Machinery & Equipment (20360-57020)*** ***410,100***
Emergency replacements to pumps or other equipment ($50,000); Sewer Camera Tractor ($30,100); New Lime Pugmill ($145,000); Hydro Vac Truck ($185,000).

NONDEPARTMENTAL

Activity: #911	Department: Nondepartmental
Fund: Water and Sewer	Function: Nondepartmental

Description

This budget section provides for expenditures which are not directly or exclusively associated with specific activities or divisions. It includes debt service, comprehensive insurance coverage, allowances for contingencies, and transfers to other funds.

Expenditures

	ACTUAL 2022-2023	BUDGET 2023-2024	ESTIMATED 2023-2024	PROPOSED 2024-2025	ADOPTED 2024-2025	Pct. Change
Debt Service	116,834	441,800	117,600	324,800	-	-26.5%
Contractual Services	63,731	65,700	70,000	72,000	-	9.6%
Other Charges	33,756	315,000	165,000	315,000	-	0.0%
Transfer - General Fund	533,700	503,700	503,700	464,400	-	-7.8%
Total	748,021	1,326,200	856,300	1,176,200	-	-11.3%

Debt Service

Enhanced Nutrient Removal Upgrade

Loan Principal - State Loan	***(20809-58005)***	***97,000***
Loan Interest - State Loan	***(20809-58010)***	***6,000***
Paying & Fiscal Agent Fees	***(20809-58015)***	***5,000***

Commercial Loan

Loan Interest – Commercial	***(20810-58010)***	***206,000***
Paying & Fiscal Agent Fees	***(20810-58015)***	***1,000***

Wastewater Plant

Loan Principal – State Loan	***(20897-58005)***	***8,100***
Loan Interest - State Loan	***(20897-58010)***	***1,200***
Paying & Fiscal Agent Fees	***(20897-58015)***	***500***

Contractual Services

♦***Property and Casualty Insurance (20911-51115)*** ***72,000***
Annual premium for liability, property, and environmental damage coverage applicable to utility's property and employees.

Other Charges

♦***Incentive Awards (20911-55030)*** ***5,000***
Employees' suggestions, achievements, or outstanding service awards.

♦***Reserve for Contingencies (20911-55070)*** ***300,000***
To provide funds for appropriation deficiencies or expenses which are unknown or unanticipated.

♦***Reserve for Personnel Adjustments (20911-55075)*** ***10,000***
Allowance for performance awards and other personnel adjustments.

Transfers

♦***General Fund -Central Support Service (20924-59020)*** ***464,400***
Department, utility costs, rental facilities, maintenance, and other charges. Includes allocated charge for computer network.

DEBT SERVICE

Fund Number: #20 Department: Finance
Fund: Water and Sewer

Debt Service Requirements

State Loans for Wastewater Treatment Plant Enhanced Nutrient Removal Upgrade
Total Loans Issued: $1,773,466, Outstanding as of July 1, 2024

Fiscal Year	Principal	Interest	Total
2024-2025	96,931	5,964	102,895
2025-2026	97,900	4,995	102,895
2026-2027	98,880	4,015	102,895
2027-2028	99,869	3,026	102,895
2028-2029	100,867	2,028	102,895
2029-2030	101,876	1,019	102,895
Total	596,323	21,047	617,370

State Loans for Wastewater Treatment Plant Building Addition & Renovation
Total Loans Issued: $140,099, Outstanding as of July 1, 2024

Fiscal Year	Principal	Interest	Total
2024-2025	8,044	1,115	9,159
2025-2026	8,157	1,002	9,159
2026-2027	8,271	888	9,159
2027-2028	8,387	772	9,159
2028-2029	8,504	655	9,159
2029-2023	8,623	536	9,159
2030-2031	8,744	415	9,159
2031-2032	8,866	291	9,157
2032-2033	8,990	169	9,159
2033-2034	3,033	42	3,075
Total	79,619	5,885	85,504

SCHEDULE OF EQUIPMENT REPLACEMENT

Fund Number: #20
Fund: Water and Sewer

ID Number	Acquis. Year	Make-Model	Cost	Years Est. Life	Year Scheduled Replacement	Estimated Replacement Cost
Vehicle						
404	2024	2023 Ford F250 Regular Cab	63,553	11	2035	66,700
409	2015	Chevy Express 4500 DRW	49,315	11	2026	101,600
410	2015	2015 Ford Dump Truck	72,000	11	2026	164,500
413	2015	Skid loader w/Trailer	52,664	11	2026	67,500
411	2018	2018 Ford Transit T350HD	374,671	8	2026	393,400
475	2014	2013 John Deere Loader	82,142	12	2026	86,200
406	2017	2016 Inter'l 7500 Sewer Vac Truck	357,686	10	2027	375,600
405	2019	2018 Dodge Ram 2500 Pick-Up	26,075	9	2028	27,400
408	2019	2018 Ford Fusion	17,463	10	2029	18,300
416	2019	2018 Dodge Ram 2500 Pick-Up	26,075	10	2029	27,400
400	2020	2020 Chevy Colorado PickUp	33,912	10	2030	35,600
402	2022	2022 Ford Pick F550	82,128	8	2030	86,300
418	2021	Chevy Express 2500 3/4 Ton Van	23,194	10	2031	24,400
407	2021	2020 Ford F550 Reg Cab 4x4	90,504	12	2033	95,000
415	2019	2018 Ford Meter Reading Transit Van	27,983	15	2034	29,400
417	2019	John Deere Mini Excavator	54,182	15	2034	56,900
703	2022	2020 Freightliner M2-106	67,335	12	2034	70,700
476	2023	2023 John Deere Backhoe Loader	145,992	11	2034	153,300
401	2024	2023 Ford F-250 Regular Cab	60,000	10	2034	63,000
*Indicates prior year						
Equipment						
130408	2011	400 Kw Generator & Switch - WWTP	147,220	20	2025*	186,500
10403	2000	250 Kw Generator - Brierdale	60,560	21	2025*	135,000
10462	1989	60 Kw Generator - PS#2 Belair	90,861	21	2025*	60,000
10643	2013	Sewer Camera and Locator	9,294	10	2025*	9,800
474	2009	Swivel Vac Trailer	50,545	22	2025	101,500
New		Camera Tractor (Utilities -Sewer)	-	-	2025	30,100
New		Lime Pugmill	-	-	2025	145,000
New		Hydro Vac Truck(Utilities-W/S)	-	-	2025	370,000
477	2001	2001 Ingersoll Rand Air Compressor	9,950	25	2026	40,500
10406	1998	60 Kw Generator - PS #6 Windover	24,330	28	2026	60,000
10407	1998	60 Kw Generator - PS #7 Rambling	23,840	28	2026	60,000
10444	1997	60 Kw Generator - PS #1 Rt 50/Rt 197	22,680	29	2026	60,000
10460	1997	100 Kw Generator - PS#3 Collington	27,410	29	2026	80,000
10463	1989	100 Kw Generator - PS#4 Brunswick	57,997	37	2026	60,000
120465	2007	Generator - Streets/Water	24,740	20	2027	30,000
133088	2010	1000 Kw Generator - Bradford	46,000	20	2030	412,500
3476	2021	Sewer Cleaning Kit	14,068	10	2031	14,800
3477	2021	Small Sewer Push Camera	42,821	10	2031	45,000

SCHEDULE OF EQUIPMENT REPLACEMENT

Fund Number: #20
Fund: Water and Sewer

ID Number	Acquis. Year	Make-Model	Cost	Years Est. Life	Year Scheduled Replacement	Estimated Replacement Cost
Equipment Contd.						
10635	2012	30 Kw Generator - PS#5 Safety	19,877	20	2032	30,000
-	-	13 Kw Generator - Belair Tank	-	20	2032	25,000
133160	2016	60 Kw Generator PS #8 Annapolis	26,270	20	2038	40,000
-	-	30 Kw Generator - PS Forest	-	20	2038	30,000
	2023	Hydraulic Excavator	195,000	15	2038	204,800
3489	2022	Super Nova Chain Cutter (Root Cutter)	13,995	20	2042	14,700
600769	2022	400 Kw Generator & Switch - WWTP	73,651	20	2042	77,300
120836	2023	300 Kw Generator - Media	120,000	20	2043	126,000

*Indicates prior year

CAPITAL IMPROVEMENTS PROGRAM
FISCAL YEARS 2025-2030

The Capital Improvements Program is a six-year plan of proposed capital improvements and proposed methods of financing them.

Table of Contents

Description of Capital Improvements Program

The Capital Improvements Program (CIP) is a six-year plan, which Council adopts in the form of a Resolution to authorize improvement or acquisition projects. Projects listed in the Capital Improvements Program are discussed at one of the first budget work sessions in April of each year. If the City Council approves a project in concept for long-range planning, it is retained in the CIP and is "Authorized". Funding requirements for the current Budget Year are then included in the operating budget of the General Fund, the Capital Projects Fund, or the Water and Sewer Fund. The necessary funding is "Appropriated" via the annual budget ordinance.

Integration with Other Long-Term Planning Processes

♦ ***Recreation Master Plan*** - The Community Recreation Committee completed a ten-year revision to the Recreation Master Plan for the City. The plan identifies all existing facilities, specifies both immediate short term and long-term needs, and features a needs analysis for use in evaluating future development activities. Several projects for playing field development result from the identification of immediate needs in the Recreation Master Plan.

♦ ***Allen Pond Park Master Plan*** - The 2010 Allen Pond Park Master Plan identifies necessary improvements and specifies a phased approach to their implementation to ensure the park effectively serves residents and the City.

♦ ***Whitemarsh Park Master Plan*** - The 2011 Whitemarsh Park Master Plan identifies necessary improvements and specifies a phased approach to their implementation to ensure the park effectively serves residents and the City.

♦ ***Transportation and Environmental Impacts*** - In addition to providing recreational opportunities and open space, Bowie's system of hiker-biker trails provides an environmentally beneficial alternative to the use of automobiles for short trip transportation needs. The Planning Department has prepared an inventory of trails throughout the City. The inventory includes distances of trail segments and trail surfaces and conditions. Prioritization of the need for routine maintenance and identification of missing links have led to the inclusion of CIP projects that provide regular annual amounts toward maintenance, upgrades and expansion of the hiker/biker trail system. The City Council approved the Trails Master Plan on September 16, 2019, through approval of Council Resolution R-70-19. The Trails Master Plan sets a vision, goals and priorities for the City's trail network.

♦ ***Water and Sewer System Long-Term Needs*** - The Public Works Department commissioned an engineering study on the water distribution system which was constructed by the Levitt Corporation in the early 1960's. The study resulted in developing a ten-year plan to address the discoloration in City water caused by iron particles. The Water Distribution System Recapitalization Plan for the City of Bowie was presented to City Council on December 5, 2016. The plan provides an evaluation of the existing system, a detailed listing of immediate and long-term needs and the related cost estimates, are included in the Water Distribution System Recapitalization CIP project pages. In FY2023 the City continued a three-point five mile pipe replacement/lining project. Water main replacement construction & inspection/management services is scheduled for FY2024 through FY2030.

Long Term Funding Plan

The City's General Fund balance had grown through years of conservative revenue estimates and aggressive cost containment initiatives. In Fiscal Years 2000 through 2023, planned drawdowns of the fund balance was used to finance major portions of the Capital Improvements Program. The FY2025-2030 Capital Improvement Program assumes continued use of the General Fund balance.

The City of Bowie Water and Sewer Fund used loans from the State of Maryland Water Quality Revolving Loan Fund to fund improvements to the Wastewater plant in FY2011 and the renovation to administrative building in FY2017. The programs offer below market interest rates, low administration costs and interest-only debt service during the construction period. Repayment of principal began in FY2011 and FY2017 after construction was complete.

In FY2025 – 2030, the City anticipates borrowing approximately $13.5 million to fund the Water Distribution System Recapitalization program. This multi-year project will complete system hydraulic evaluations needed to validate needed pipe replacements, investigate alternative methods for replacing water mains and ultimately replace approximately 2.1 miles of the City's water main annually in order to improve flows and water quality.

In FY2019, Council approved funding to hire a professional consultant to evaluate the existing conditions of the golf course and provided management with a recommendation for improvements to the facility. In FY2022, the City began Phase 1 of the consultant's recommendation for irrigation replacement. As of FY2025, a $10 million investment over five years is required to revitalize the amenity.

Multi-Year Project Funding Requirements

GENERAL GOVERNMENT PROJECTS:	Budget Year FY2025	BY+1 FY2026	BY+2 FY2027	BY+3 FY2028	BY+4 FY2029	BY+5 FY2030	TOTAL
Facility Security	350,000	-	-	-	-	-	**350,000**
Energy Efficiency Improvements	60,000	50,000	50,000	50,000	50,000	50,000	**310,000**
Sediment Control Reserve	278,000	542,200	306,400	320,600	334,800	349,000	**2,131,000**
Maryland Science & Technology Center (Melford)	*138,500*	*144,600*	*150,700*	*156,800*	*162,900*	*169,000*	**922,500**
Bowie Town Center (Centennial Park)	*64,400*	*67,800*	*71,200*	*74,600*	*78,000*	*81,400*	**437,400**
Highbridge	-	-	-	-	-	-	**-**
Gateway Center	*43,700*	*297,100*	*50,500*	*53,900*	*57,300*	*60,700*	**563,200**
Covington	*31,400*	*32,700*	*34,000*	*35,300*	*36,600*	*37,900*	**207,900**
Streets and Utility Building	21,600	-	-	-	-	-	**21,600**
Genealogy Library	-	-	-	15,000	-	-	**15,000**
Land Acquisition	1,548,100	22,100	22,100	22,100	22,100	22,100	**1,658,600**
Senior Center	-	-	-	-	-	-	**-**
Gymnasium	88,000	-	-	-	-	-	**88,000**
Kenhill Center	80,000	20,000	-	-	-	200,000	**300,000**
Emergency Operations Center	-	-	-	-	-	-	**-**
Harmel House	-	-	-	-	-	-	**-**
City Hall	100,000	430,000	80,000	80,000	80,000	110,000	**880,000**
Bowie Railroad Museum	718,600	-	-	-	-	-	**718,600**
Solid Waste Administration Facility	-	60,000	-	-	-	-	**60,000**
Public Works Main Facility	990,000	-	-	-	-	-	**990,000**
Bowie Trails	575,100	92,000	413,500	86,500	-	-	**1,167,100**
Chesapeake Bay	1,535,800	90,000	63,000	63,000	-	-	**1,751,800**
Facility Preventive Maintenance	791,200	798,100	799,800	817,600	875,600	954,700	**5,037,000**
Stormwater Management	650,000	680,000	245,000	245,000	-	-	**1,820,000**
Bowie Playhouse	10,000	200,000	-	20,000	-	650,000	**880,000**
Allen Pond Park	1,500,000	1,580,000	120,000	20,000	-	700,000	**3,920,000**
Belair Mansion	-	220,000	60,000	500,000	-	-	**780,000**
Belair Stable Museum	-	-	-	20,000	-	90,000	**110,000**
Whitemarsh Park	935,000	-	-	-	-	-	**935,000**
Blacksox Park	-	-	250,000	30,000	-	-	**280,000**
Glen Allen Park	-	-	-	-	-	-	**-**
Church Road Park	-	-	-	-	-	-	**-**
Jericho Park	-	-	-	-	-	-	**-**
Public Art	25,000	50,000	25,000	25,000	25,000	25,000	**175,000**
Bowie Golf Course	5,460,000	-	310,000	300,000	3,960,000	-	**10,030,000**
Street Resurfacing	3,576,000	2,254,800	2,566,000	2,231,200	2,298,000	2,366,000	**15,292,000**
Centennial Park	-	-	-	-	-	-	**-**
Parks & Grounds Annex (Entzian Farm)	275,000	-	-	-	-	-	**275,000**
Bowie Ice Arena	30,355,000	-	790,000	-	-	-	**31,145,000**
Indoor Court Facility	-	2,000,000	-	20,000,000	-	-	**22,000,000**
Tanglewood Park	50,000	30,000	30,000	-	-	150,000	**260,000**
Racetrack Road Property	-	-	-	-	-	-	**-**
Southside Salt Facility	-	990,000	-	-	-	-	**990,000**
Pope Creek Park	-	-	-	-	-	-	**-**
Bowie Welcome Center	-	-	-	-	-	-	**-**
ADA Assessment Project	75,000	125,000	150,000	200,000	225,000	-	**775,000**
Serene Way Park	20,000	-	-	-	-	-	**20,000**
TOTAL GENERAL GOVERNMENT	**50,067,400**	**10,234,200**	**6,280,800**	**25,046,000**	**7,870,500**	**5,666,800**	**105,165,700**
WATER & SEWER BUSINESS							
Sewer Main Rehabilitation	1,500,000	2,400,000	2,200,000	1,300,000	-	-	**7,400,000**
Streets and Utility Building	14,400	-	-	-	-	-	**14,400**
Water Plant	2,317,500	1,700,000	880,000	1,120,000	5,850,400	-	**11,867,900**
Repainting Water Storage Tanks	100,000	100,000	100,000	100,000	100,000	-	**500,000**
Wastewater Treatment Plant	1,609,500	890,000	1,380,000	1,230,000	-	-	**5,109,500**
Water Distribution System Recapitalization	3,300,000	3,500,000	2,100,000	2,100,000	2,100,000	2,100,000	**15,200,000**
TOTAL WATER & SEWER BUSINESS	**8,841,400**	**8,590,000**	**6,660,000**	**5,850,000**	**8,050,400**	**2,100,000**	**40,091,800**
TOTAL CAPITAL PROJECTS	**58,908,800**	**18,824,200**	**12,940,800**	**30,896,000**	**15,920,900**	**7,766,800**	**145,257,500**

Funding Source Summary

Fiscal Years	Total Sources	General Obligation Bonds	General Revenues	Federal Aid	State Aid	Commercial Loans	Special Assessments	Water and Sewer Revenues
Thru FY 2023	23,878,459	-	15,028,259	-	-		1,217,000	7,633,200
FY 2024 Est.	12,058,400	-	7,672,500	-	100,000		46,900	4,239,000
Budget FY 2025	58,908,800	30,355,000	18,213,400	1,700,000	1,449,600	4,669,600	49,400	2,471,800
FY 2026	18,824,200	-	10,042,800	840,000	-	4,390,000	191,400	3,360,000
FY 2027	12,940,800	-	6,081,000	-	-	3,480,000	199,800	3,180,000
FY 2028	30,896,000	20,000,000	4,837,900	-	-	3,330,000	208,100	2,520,000
FY 2029	15,920,900	-	7,654,100	-	-	7,950,400	216,400	100,000
FY 2030	7,766,800	-	5,442,000	-	-	2,100,000	224,800	-
Beyond	13,710,000		13,710,000	-	-	-	-	-
Totals	194,904,359	50,355,000	88,681,959	2,540,000	1,549,600	25,920,000	2,353,800	23,504,000

Change in Total CIP Authorizations

Year Total Authorizations	144,423,041
Projects removed or completed Prior	(2,168,996)
Projects with changes in required funding levels	27,158,564
New Projects added in Fiscal Year 2025 through 2030	25,491,750
Total Authorizations	194,904,359

Funds Appropriated and Required

Previous and Current Year Expenditures	35,936,859
Budget Year Fiscal 2025 Appropriations	58,908,800
Future Years' Requirements	100,058,700
Total Program Requirements	194,904,359

Appropriations for Fiscal Year 2025

Funding for the budget year FY2025, is found in the following funds. Refer to the operating budget for each of the funds for further detail about sources of revenue. For example, in the General Fund, street resurfacing is included as an operating expense in the Streets division, funded by general governmental revenues, in particular the State Shared Motor Fuel and Vehicle Registration Tax revenue.

The Capital Projects Fund uses current transfers from the General Fund, along with any current revenues from sources earmarked for Capital Outlay. It also uses appropriations of fund balances accumulated in prior years. The Water and Sewer Fund uses current revenues, retained earnings or debt that is to be repaid solely from water and sewer revenues.

CAPITAL IMPROVEMENTS PROGRAM

Project Number	Projects	Total	General Fund	Capital Projects Fund	Water and Sewer Fund
PBG - 1	Land Acquisition	1,548,100	-	1,548,100	-
PBG - 3	Kenhill Center	80,000	-	80,000	-
PBG - 12	City Hall	100,000	-	100,000	-
PBG - 13	Gymnasium	88,000	-	88,000	-
PBG - 34	Energy Efficiency Improvements	60,000	-	60,000	-
PBG - 35	Facility Security	350,000	-	350,000	-
PBG-36	ADA Assessment Project	75,000	-	75,000	-
PW - 2	Street Resurfacing	3,576,000	3,576,000	-	-
	Sediment Control Reserve				
PW - 12	*Maryland Science & Technology Center (Melford)*	*138,500*	-	*138,500*	-
PW - 13	*Bowie Town Center (Centennial Park)*	*64,400*	-	*64,400*	-
PW - 15	*Gateway Center*	*43,700*	-	*43,700*	-
PW - 16	*Covington*	*31,400*	-	*31,400*	-
PW - 17	Stormwater Management	650,000	-	650,000	-
PW - 18	Public Works Main Facility	990,000	-	990,000	-
PW - 23	Streets and Utility Building	36,000	-	21,600	14,400
PW - 25	Facility Preventive Maintenance	791,200	-	791,200	-
PW - 35	Chesapeake Bay	1,535,800	-	1,535,800	-
CR - 15	Bowie Playhouse	10,000	-	10,000	-
CR - 21	Allen Pond Park	1,500,000	-	1,500,000	-
CR - 22	Whitemarsh Park	935,000	-	935,000	-
CR - 28	Bowie Ice Arena	30,355,000	-	30,355,000	-
CR - 34	Parks & Grounds Annex (Entzian Farm)	275,000	-	275,000	-
CR - 41	Bowie Golf Course	5,460,000	-	5,460,000	-
CR - 42	Public Art	25,000	-	25,000	-
CR - 46	Bowie Railroad Museum	718,600	-	718,600	-
CR - 51	Bowie Trails	575,100	-	575,100	-
CR - 53	Tanglewood Park	50,000	-	50,000	-
CR - 55	Serene Way Park	20,000	-	20,000	-
WS - 2	Water Plant	2,317,500	-	-	2,317,500
WS - 5	Repainting Water Storage Tanks	100,000	-	-	100,000
WS - 8	Wastewater Treatment Plant	1,609,500	-	-	1,609,500
WS - 10	Water Distribution System Recapitalization	3,300,000	-	-	3,300,000
WS - 11	Sewer Main Recapitalization	1,500,000	-	-	1,500,000
	Total	**58,908,800**	**3,576,000**	**46,491,400**	**8,841,400**

LAND ACQUISITION

Project Number: PBG-1	Department: City Council
Fund: Capital Projects Fund	Function: General Government

Description:

Funding has been identified for the acquisition of open space areas in and around the City. The amount available for the Fiscal Year 2025 appropriation is provided by prior year transfer from the General Fund ($76,400), current year appropriation from the Capital Projects Fund ($22,100) and State Program Open Space grants ($1,449,600).

The Program Open Space (POS) funds can be used for up to one hundred percent of property acquisition costs. Normally, a maximum of fifty percent of the City's POS allocation may be used as a seventy-five percent match for park development costs. The POS program has stringent process and pre-approval requirements which must be met before qualifying expenditures are made. Therefore, for FY2025, the only amount available for immediate disbursement is ($98,500 from general City revenues).

Location:

Various.

Project Funding for Budget Year 2025: $1,548,100

Council Action History:

This program was first authorized in budget year 1980-81, with an annual base amount of $50,000 transferred from the General Fund. When the Bowie Commons property was purchased in 1981, the annual lease revenue, now $22,100 per year, was earmarked for Land Acquisition as well.

LAND ACQUISITION

Project Number: PBG-1	Department: City Council
Fund: Capital Projects Fund	Function: General Government

Project Cost Summary

Fiscal Year	Expenditure Detail (10181-57005)	Total
Thru 2023		-
2024 (Est.)	Annual transfer.	21,200
2025	Annual transfer.	1,548,100
2026	Annual transfer.	22,100
2027	Annual transfer.	22,100
2028	Annual transfer.	22,100
2029	Annual transfer.	22,100
2030	Annual transfer.	22,100
Beyond		-
Total		1,679,800

Project Funding Summary

Fiscal Year	General Revenues	State Aid	Total
Thru 2023	-	-	-
2024 (Est.)	21,200	-	21,200
2025	98,500	1,449,600	1,548,100
2026	22,100	-	22,100
2027	22,100	-	22,100
2028	22,100	-	22,100
2029	22,100	-	22,100
2029	22,100	-	22,100
Beyond	-	-	-
Total	230,200	1,449,600	1,679,800

Impact on Operating Budget

None.

SENIOR CENTER

Project Number: PBG-2	Department: Community Services
Fund: Capital Projects Fund	Function: Social Services

Description:

This page provides for various facility upgrades required to maintain the Senior Center so that it may continue to meet its senior populations' needs and accreditation requirements.

Location:

Project Funding for Budget Year 2025: $-0-

Council Action History:

This project was first authorized in Fiscal Year 2023.

SENIOR CENTER

Project Number: PBG-2	Department: Community Services
Fund: Capital Projects Fund	Function: Social Services

Project Cost Summary

Fiscal Year	Expenditure Detail (10184-57010)	Total
Thru 2023	A/V System	137,600
2024 (Est.)		-
2025		-
2026		-
2027		-
2028		-
2029		-
2030		-
Beyond	FY31 Generator Replacement 250kw ($180,000); FY41 Chiller Replacement ($510,000); FY44 Roof Replacement ($720,000).	1,410,000
Total		1,547,600

Project Funding Summary

Fiscal Year	Preventive Maintenance Reserves	State Aid	General Revenues	Total
Thru 2023	-	-	137,600	137,600
2024 (Est.)	-	-	-	-
2025	-	-	-	-
2026	-	-	-	-
2027	-	-	-	-
2028	-	-	-	-
2029	-	-	-	-
2030	-	-	-	-
Beyond	1,410,000	-	-	1,410,000
Total	1,410,000	-	137,600	1,547,600

Impact on Operating Budget

None.

KENHILL CENTER

Project Number: PBG-3	Department: Public Works
Fund: Capital Projects Fund	Function: General Government

Description:

This facility is home to the City of Bowie Youth & Family Services and the Bowie Cable TV Studio. This page provides for various facility and systems & equipment upgrades required to maintain the Center so that it may continue to meet its tenants and user's needs.

Location:

Project Funding for Budget Year 2025: $80,000

Council Action History:

This project was first authorized in Fiscal Year 2012.

KENHILL CENTER

Project Number: PBG-3	Department: Public Works
Fund: Capital Projects Fund	Function: General Government

Project Cost Summary

Fiscal Year	Expenditure Detail (10187-57010)	Total
Thru 2023	Architecture and Engineering (A&E) for HVAC Replacement; HVAC Controls & Replacement – Units A, A3, B, B3, C, C3, E, J, K, P, R, S, V, W, X & Y.	542,400
2024 (Est.)		-
2025	Replace MP Room flooring to multiuse court flooring, paint multipurpose room.	80,000
2026	RTU Replacement unit N.	20,000
2027		-
2028		-
2029		-
2030	Public Restroom Renovation	200,000
Beyond	FY31 HVAC Replacements - RTU U, D, H, I, Q, A2, O, B2, L, T, G, F, M - 13 units, ($570,000), FY 39 - HVAC Replacement; HVAC – Units A, A3, B, B3, C, C3, E, J, K, P, R, S, V, W, X & Y. ($840,000), FY46 Roof Replacement ($1,200,000), FY52 Generator Replacement ($140,000).	2,750,000
Total		3,592,400

Project Funding Summary

Fiscal Year	Preventive Maintenance Reserves	General Revenue	Total
Thru 2023	300,300	242,100	542,400
2024 (Est.)	-	-	-
2025	-	80,000	80,000
2026	20,000	-	20,000
2027	-	-	-
2028	-	-	-
2029	-	-	-
2030	-	200,000	200,000
Beyond	2,642,300	107,700	2,750,000
Total	2,962,600	629,800	3,592,400

Impact on Operating Budget

None.

EMERGENCY OPERATIONS CENTER

Project Number: PBG-6	Department: City Manager
Fund: Capital Projects Fund	Function: Public Safety

Description:

The purpose of this project is to design and build an Emergency Operations Center at City Hall where management decisions are made and coordinated responses are orchestrated related to an emergency incident or disaster. It will be equipped to provide staff support to key City of Bowie decision makers in the coordination and guidance in the prevention, preparedness, response, mitigation and recovery phases of any incident that threatens the safety, security and operations of City functions. The EOC will provide staff with a secure location with adequate communications and technology for command and control during any disaster, emergency or large scale planned event.

Location:

Project Funding for Budget Year 2025: -$0-

Council Action History:

This project was authorized in Fiscal Year 2020.

EMERGENCY OPERATIONS CENTER

Project Number: PBG-6	Department: City Manager
Fund: Capital Projects Fund	Function: Public Safety

Project Cost Summary

Fiscal Year	Expenditure Detail (10178-57010)	Total
Thru 2023		-
2024 (Est.)	Construction.	200,000
2025		-
2026		-
2027		-
2028		-
2029		-
2030		-
Beyond		-
Total		200,000

Project Funding Summary

Fiscal Year	State Aid	General Revenue	Total
Thru 2023	-	-	-
2024 (Est.)	100,000	100,000	200,000
2025	-	-	-
2026	-	-	-
2027	-	-	-
2028	-	-	-
2029	-	-	-
2030	-	-	-
Beyond	-	-	-
Total	100,000	100,000	200,000

Impact on Operating Budget

None

HARMEL HOUSE

Project Number: PBG-7	Department: Community Services
Fund: Capital Projects Fund	Function: Parks, Culture and Recreation

Description:
The city continues to maintain the facility which is home of the National Capital Radio and Television Museum. The Museum opened in 1999 and hosts 1,800 visitors annually. No projects are planned for FY2025.

Location:

Project Funding for Budget Year 2025: -$0-

Council Action History:
This project was proposed in Fiscal Year 2016.

HARMEL HOUSE

Project Number: PBG-7	Department: Community Services
Fund: Capital Projects Fund	Function: Parks, Culture and Recreation

Project Cost Summary

Fiscal Year	Expenditure Detail (10189-57010)	Total
Thru 2023		-
2024 (Est.)		-
2025		-
2026		-
2027		-
2028		-
2029		-
2030		-
Beyond	FY36 AHU #2 and Controls ($15,000). FY60 - Roof Replacement ($200,000)	215,000
Total		215,000

Project Funding Summary

Fiscal Year	Preventive Maintenance Reserves	Total
Thru 2023	-	-
2024 (Est.)	-	-
2025	-	-
2026	-	-
2027	-	-
2028	-	-
2029	-	-
2030	-	-
Beyond	215,000	215,000
Total	215,000	215,000

Impact on Operating Budget

None.

CITY HALL

Project Number: PBG-12	Department: City Manager
Fund: Capital Projects Fund	Function: General Government

Description:
Bowie City Hall is a 66,000 square foot, three level municipal building that provides administrative offices for the City Manager, Police, Information Technology, Finance, Community Services, and Planning Departments. Additionally, the building provides for the Mayor’s Office, City Council Chambers, and several public meeting rooms.

Location:

Project Funding for Budget Year 2025: $100,000

Council Action History:
This project was first authorized in Fiscal Year 2014.

CITY HALL

Project Number: PBG-12	Department: City Manager
Fund: Capital Projects Fund	Function: General Government

Project Cost Summary

Fiscal Year	Expenditure Detail (10192-57010)	Total
Thru 2023	Goose Management Fence	57,500
2024 (Est.)	Police Department records room renovation.	35,000
2025	AE for RTU 1 ($20,000), Flooring Replacement Phase 1 of 8 ($80,000).	100,000
2026	RTU1 Replacement ($350,000), Flooring Replacement Phase 2 of 8 ($80,000).	430,000
2027	Flooring Replacement Phase 3 of 8.	80,000
2028	Flooring Replacement Phase 4 of 8.	80,000
2029	Flooring Replacement Phase 5 of 8.	80,000
2030	Flooring Replacement, Phase 6 of 8 (80,000) AE for RTU 2 and RTU 3 ($30,000).	110,000
Beyond	FY31 Boiler Replacement ($250,000), Construction RTU2 & RTU3 ($410,000) FY36 Generator Replacement. (1,020 KW $1,200,000), AE for Living/Green Roof Replacement ($31,000), FY37 Living/Green Roof Replacement and Construction Management ($305,000), FY39 AE Main Roof Replacement ($40,000), FY41 Main Roof Replacement and Construction Management ($400,000).	2,636,000
Total		3,608,500

Project Funding Summary

Fiscal Year	Preventive Maintenance	General Revenue	Total
Thru 2023	-	57,500	57,500
2024 (Est.)	-	35,000	35,000
2025	-	100,000	100,000
2026	238,500	191,500	430,000
2027	-	80,000	80,000
2028	-	80,000	80,000
2029	-	80,000	80,000
2030	-	110,000	110,000
Beyond	2,071,500	564,500	2,636,000
Total	2,310,000	1,298,500	3,608,500

Impact on Operating Budget

None.

GYMNASIUM

Project Number: PBG-13	Department: Community Services
Fund: Capital Projects Fund	Function: Parks, Culture and Recreation

Description:

The City Gymnasium opened in 2001. It has steadily increased its program scope and number of participants. This page provides for various facility and systems & equipment upgrades required to maintain the facility so that it may continue to meet its user's needs.

Location:

Project Funding for Budget Year 2025: $88,000

Council Action History:

This project was first authorized in Fiscal Year 2014.

GYMNASIUM

Project Number: PBG-13	Department: Community Services
Fund: Capital Projects Fund	Function: Parks, Culture and Recreation

Project Cost Summary

Fiscal Year	Expenditure Detail (10186-57010)	Total
Thru 2023		-
2024 (Est.)		-
2025	Gym Floor Refinishing Project (last done in 2012, should be completed every 7-10 years based on usage) ($65,000); Flooring Replacement - 2 classrooms ($23,000)	88,000
2026		-
2027		-
2028		-
2029		-
2030		-
Beyond	FY35 Court Floor Refinishing ($94,000), FY38 Boiler Replacement ($200,000), FY45 Court Floor Replacement ($650,000); FY54 Roof replacement ($640,000)	1,584,000
Total		1,672,000

Project Funding Summary

Fiscal Year	Preventive Maintenance	General Revenue	Total
Thru 2023	-	-	-
2024 (Est.)	-	-	-
2025		88,000	88,000
2026	-	-	-
2027	-	-	-
2028	-	-	-
2029	-	-	-
2030	-	-	-
Beyond	840,000	744,000	1,584,000
Total	840,000	832,000	1,672,000

Impact on Operating Budget

These replacements will decrease the repair and maintenance costs associated with maintaining the old systems.

WELCOME CENTER

Project Number: PBG-14	Department: Community Services
Fund: Capital Projects Fund	Function: Parks, Culture and Recreation

Description:
The Bowie Building Association office, built ca. 1929, now contains children's hands-on learning activities, exhibits on Old Bowie/Huntington City history, and a visitor information center.

Location:

Project Funding for Budget Year 2025: -$0-

Council Action History:
This project was first authorized in Fiscal Year 2014.

WELCOME CENTER

Project Number: PBG-14	Department: Community Services
Fund: Capital Projects Fund	Function: Parks, Culture and Recreation

Project Cost Summary

Fiscal Year	Expenditure Detail (10190-57015)	Total
Thru 2023		-
2024 (Est.)		-
2025		-
2026		-
2027		-
2028		-
2029		-
2030		-
Beyond	FY2031 HVAC replacement ($50,000); FY2035 Roof replacement ($30,000).	80,000
Total		80,000

Project Funding Summary

Fiscal Year	Preventive Maintenance	Total
Thru 2023	-	-
2024 (Est.)	-	-
2025	-	-
2026	-	-
2027	-	-
2028	-	-
2029	-	-
2030	-	-
Beyond	80,000	80,000
Total	80,000	80,000

Impact on Operating Budget

None.

GENEALOGY LIBRARY

Project Number: PBG-15	Department: Community Services
Fund: Capital Projects Fund	Function: Recreations and Parks

Description:
The City owns and maintains the building at 12219 Tulip Grove Drive as a Genealogical Library in cooperation with the Prince George's County Genealogical Society. The structure, a 1960's Levitt Rancher, also houses the Historic Properties Storage Facility. The Library hosts approximately 600 visitors per year.

Location:

Project Funding for Budget Year 2025: $-0-

Council Action History:
This project was proposed in Fiscal Year 2014.

GENEALOGY LIBRARY

Project Number: PBG-15	Department: Community Services
Fund: Capital Projects Fund	Function: Recreations and Parks

Project Cost Summary

Fiscal Year	Expenditure Detail (10169-57010)	Total
Thru 2023		-
2024 (Est.)		-
2025		-
2026		-
2027		-
2028	HVAC Replacement.	15,000
2029		-
2030		-
Beyond	FY2035 Roof replacement ($75,000), Flooring ($20,000).	95,000
Total		110,000

Project Funding Summary

Fiscal Year	Preventive Maintenance Reserves	Total
Thru 2023	-	-
2024 (Est.)	-	-
2025	-	-
2026	-	-
2027	-	-
2028	15,000	15,000
2029	-	-
2030	-	-
Beyond	95,000	95,000
Total	110,000	110,000

Impact on Operating Budget

None.

ENERGY EFFICIENCY IMPROVEMENTS

Project Number: PBG-34	Department: City Manager
Fund: Capital Projects Fund	Function: Business Operations

Description:

This project provides for the development and implementation of energy efficiency improvements on City facilities or lands. A study was completed evaluating the feasibility of installing renewable energy technologies on city owned facilities. A priority list of future projects was established. This will be an ongoing project that satisfies Goal 6, Strategy 1 of the City's Energy Efficiency and Conservation Strategy.

Location:

Various locations.

Project Funding for Budget Year 2025: $60,000

Council Action History:

This project was authorized by Council in Fiscal Year 2013.

ENERGY EFFICIENCY IMPROVEMENTS

Project Number: PBG-34	Department: City Manager
Fund: Capital Projects Fund	Function: Business Operations

Project Cost Summary

Fiscal Year	Expenditure Detail (10166-57015)	Total
Thru 2023		-
2024 (Est.)	Retrofit of lighting at Ice Arena ($10,000), LED retrofit for City Hall parking lot lights ($40,000).	50,000
2025	Retrofit of lighting at Gymnasium.	60,000
2026	Energy Efficiency Improvements.	50,000
2027	Energy Efficiency Improvements.	50,000
2028	Energy Efficiency Improvements.	50,000
2029	Energy Efficiency Improvements.	50,000
2030	Energy Efficiency Improvements.	50,000
Beyond		-
Total		360,000

Project Funding Summary

Fiscal Year	General Revenues	Total
Thru 2023	-	-
2024 (Est.)	50,000	50,000
2025	60,000	60,000
2026	50,000	50,000
2027	50,000	50,000
2028	50,000	50,000
2029	50,000	50,000
2030	50,000	50,000
Beyond	-	-
Total	360,000	360,000

Impact on Operating Budget

Anticipated energy savings will occur based upon the size and type of renewable energy and energy efficiency technologies that are chosen.

FACILITY SECURITY

Project Number: PBG-35	Department: City Manager
Fund: Capital Projects Fund	Function: Public Safety

Description:

The City of Bowie is committed to the safety and security for citizens visiting and staff working in all City owned facilities. Steps have been taken to identify safety and security risks and determine appropriate solutions to address gaps. This project will address prioritized solutions and provide security in the form of new physical security hardware, security technology, video surveillance and monitoring, and visitor management systems.

Location:

Project Funding for Budget Year 2025: $350,000

Council Action History:

This project was introduced in Fiscal Year 2021.

FACILITY SECURITY

Project Number: PBG-35	Department: City Manager
Fund: Capital Projects Fund	Function: Public Safety

Project Cost Summary

Fiscal Year	Expenditure Detail (10164-57010)	Total
Thru 2023	Phase 2 – Physical security improvements & hardware, closed circuit television (CCTV), visitor management system, access control systems, alarm systems for other City owned facilities. A&E Bus Lot Security Fence; Bus Lot Security Fence & CCTV Installation. CCTV at Gymnasium.	447,000
2024 (Est.)	Phased Security – Physical security improvements & hardware, closed circuit television (CCTV) visitor management system, access control systems, alarm systems for other City owned facilities. CCTV for water treatment plant, City Hall, Police Department, Senior Center and Kenhill Center.	250,000
2025	Phased Security – Physical security improvements & hardware, closed circuit television (CCTV) visitor management system, access control systems, alarm systems for other City owned facilities. FY25 Phase: Parks and Grounds, Bowie Playhouse, Emergency PA system for City Hall.	350,000
2026		-
2027		-
2028		-
2029		-
2030		-
Beyond		-
Total		1,047,000

Project Funding Summary

Fiscal Year	General Revenues	Total
Thru 2023	447,000	447,000
2024 (Est.)	250,000	250,000
2025	350,000	350,000
2026	-	-
2027	-	-
2028	-	-
2029	-	-
2030	-	-
Beyond	-	-
Total	1,047,000	1,047,000

Impact on Operating Budget

None

ADA ASSESSMENT PROJECT

Project Number: PBG-36	Department: Community Services
Fund: Capital Projects Fund	Function: Parks, Culture and Recreation

Description:

The City aims to enhance the accessibility and utilization of its public facilities and services. The primary objective is to ensure strict adherence to the Americans with Disabilities Act (ADA) and to develop and implement an ADA Transition Plan. The plan will focus on addressing any identified deficiencies to create a more inclusive and accommodating environment for residents, businesses, and visitors with disabilities.

Location: Various

Project Funding for Budget Year 2025: $75,000

Council Action History:

N/A

ADA ASSESSMENT PROJECT

Project Number: PBG-36	Department: Community Services
Fund: Capital Projects Fund	Function: Parks, Culture and Recreation

Project Cost Summary

Fiscal Year	Expenditure Detail (10163-57015)	Total
Thru 2023		-
2024 (Est.)		-
2025	Improvement projects to include Allen Pond Park, City facilities	75,000
2026	Elevating accessibility for individuals with disabilities (ADA), including improvement project like electronic door opening technology, picnic site enhancements with a focus on appropriate ground surfaces and accessible tables/seating, ensuring accessibility to playgrounds, and addressing parking considerations to meet ADA standards and similar accessibility needs.	125,000
2027	Elevating accessibility for individuals with disabilities (ADA), including improvement project like electronic door opening technology, picnic site enhancements with a focus on appropriate ground surfaces and accessible tables/seating, ensuring accessibility to playgrounds, and addressing parking considerations to meet ADA standards and similar accessibility needs.	150,000
2028	Elevating accessibility for individuals with disabilities (ADA), including improvement project like electronic door opening technology, picnic site enhancements with a focus on appropriate ground surfaces and accessible tables/seating, ensuring accessibility to playgrounds, and addressing parking considerations to meet ADA standards and similar accessibility needs.	200,000
2029	Elevating accessibility for individuals with disabilities (ADA), including improvement project like electronic door opening technology, picnic site enhancements with a focus on appropriate ground surfaces and accessible tables/seating, ensuring accessibility to playgrounds, and addressing parking considerations to meet ADA standards and similar accessibility needs.	225,000
2030		-
Beyond		-
Total		775,000

ADA ASSESSMENT PROJECT

Project Number: PBG-36	Department: Community Services
Fund: Capital Projects Fund	Function: Parks, Culture and Recreation

Project Funding Summary

Fiscal Year	General Revenues	Total
Thru 2023	-	-
2024 (Est.)	-	-
2025	75,000	75,000
2026	125,000	125,000
2027	150,000	150,000
2028	200,000	200,000
2029	225,000	225,000
2030	-	-
Beyond	-	-
Total	775,000	775,000

Impact on Operating Budget

None.

STREET RESURFACING

Project Number: PW-2	Department: Public Works
Fund: General Fund	Function: Public Works

Description:

This is an ongoing program provided throughout the City. The City currently maintains a street network of 193 miles. This program provides for expenditures related to paving and other improvement related projects. All streets are resurfaced with hot mix asphalt. Main Drives are generally resurfaced with a one and one-half (1 ½) inch layer of hot mix asphalt. Main Drives carrying heavier traffic volumes or located where more trucks are present may be resurfaced with a two (2) inch layer of asphalt. Lanes and Courts are generally resurfaced with a one (1) inch layer of hot mix asphalt. Heavily used streets require resurfacing every seven or eight years while lesser used streets require resurfacing much less frequently. Newly constructed streets should provide good service for approximately fifteen years before their condition would warrant resurfacing. In addition to the resurfacing of streets with asphalt, this program provides funding for replacement of concrete paver intersections located in the Northridge section. This project also includes those roadway improvements initiated per the City's Complete Streets Implementation Plan.

Location:

Various streets in the City.

Project Funding for Budget Year 2025: $3,576,000

Council Action History:

This is an ongoing program which began in Fiscal Year 1983-84.

STREET RESURFACING

Project Number: PW-2	Department: Public Works
Fund: General Fund	Function: Public Works

Project Cost Summary

Fiscal Year	Expenditure Detail (01340-51250)	Total
Thru 2023	Various Improvements.	766,200
2024 (Est.)	Resurfacing of Streets. ($1,955,600); Consulting services for maintenance planning ($30,000).	1,985,000
2025	Resurfacing of Streets ($2,015,000); Consulting services for maintenance planning ($30,000); Complete Streets on Kenhill Drive at MD197 ($350,000); 5th Street Rehabilitation ($1,131,000); Traffic Management Initiatives ($50,000).	3,576,000
2026	Resurfacing of Streets ($2,074,800); Consulting services for maintenance planning ($30,000); Design Complete Streets Stony Brook (150,000).	2,254,800
2027	Resurfacing of Streets ($2,136,000); Consulting services for maintenance planning ($30,000); Construction Complete Streets Stony Brook ($400,000).	2,566,000
2028	Resurfacing of Streets ($2,201,200); Consulting services for maintenance planning ($30,000).	2,231,200
2029	Resurfacing of Streets ($2,268,000); Consulting services for maintenance planning ($30,000).	2,298,000
2030	Resurfacing of Streets ($2,336,000); Consulting services for maintenance planning ($30,000).	2,366,000
Beyond		-
Total		18,043,200

Project Funding Summary

Fiscal Year	General Revenues	Total
Thru 2023	766,200	766,200
2024 (Est.)	1,985,000	1,985,000
2025	3,576,000	3,576,000
2026	2,254,800	2,254,800
2027	2,566,000	2,566,000
2028	2,231,200	2,231,200
2029	2,298,000	2,298,000
2030	2,366,000	2,366,000
Beyond	-	-
Total	18,043,200	18,043,200

Impact on Operating Budget

This project is funded in the General Fund, as an operating expenditure in the Streets Division. The program of planned regular resurfacing has allowed the City to avoid doing expensive major street reconstruction.

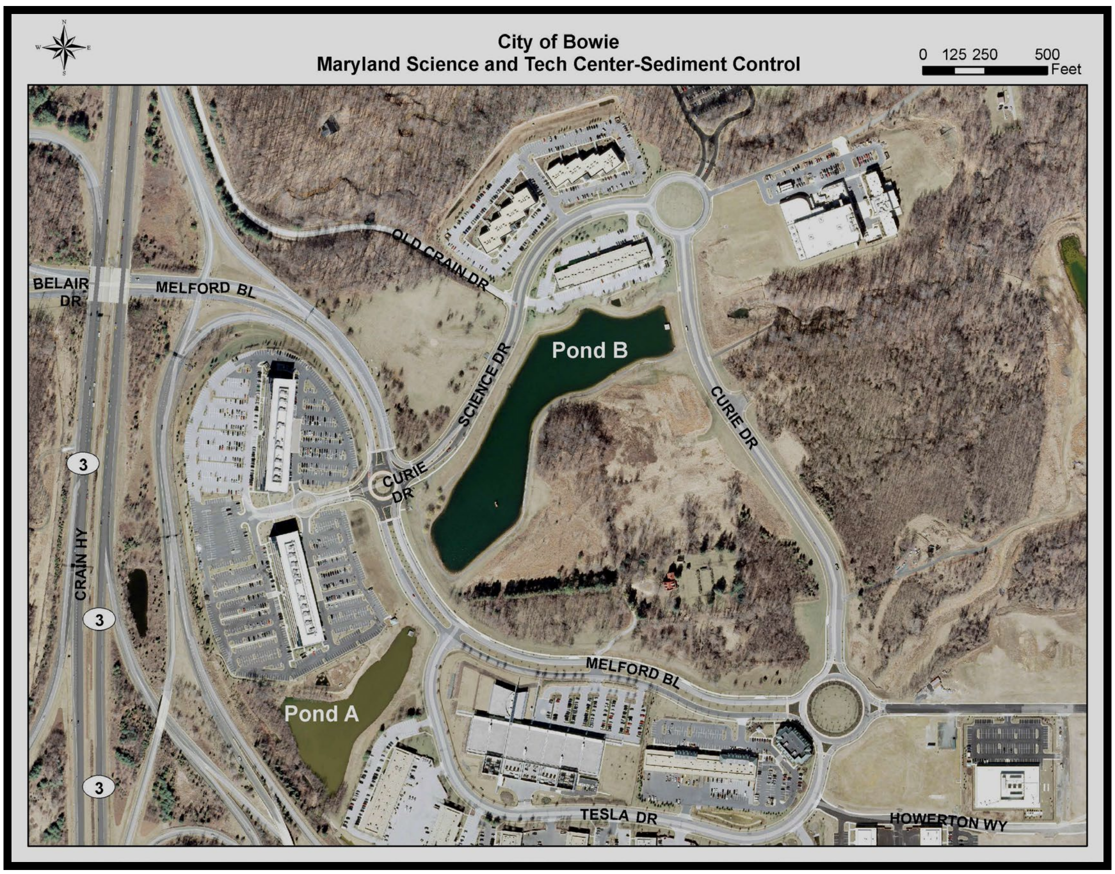
SEDIMENT CONTROL – MARYLAND SCIENCE AND TECHNOLOGY CENTER (MELFORD)

Project Number: PW-12	Department: Public Works
Fund: Capital Projects Fund	Function: Public Works

Description:

The Maryland Science and Technology Center (Melford) stormwater management district consists of two wet ponds. It is anticipated that the upper wet pond (Pond A) will need to be cleaned of sediment by FY2100 at an estimated cost of $9,518,254. The lower wet pond (Pond B) will need to be cleaned by FY2064 at an estimated cost of $13,507,038. Reserves will be set aside each year in anticipation of these dredging and other major maintenance costs. Annual additions and accumulated reserves are expected to generate the remaining funds needed in interest earnings. Hydrographic surveys were performed in 2008 for the lower pond and 2016 for the upper pond to accurately analyze life expectancy calculations. Funding for this project is provided by the special taxing district (95%) and general revenues of the City (5%).

Location:



Funding Required for Budget Year 2025: $138,500

Council Action History:

Council established the special taxing district in 1987 with Ordinance O-19-87, to construct, finance and maintain stormwater management facilities in the Maryland Science and Technology Center. In 1994, Council resolved in R-91-94 that the loss of District revenue arising from nontaxable federal ownership of the Census Bureau property would be absorbed by general City revenues.

SEDIMENT CONTROL – MARYLAND SCIENCE AND TECHNOLOGY CENTER (MELFORD)

Project Number: PW-12	Department: Public Works
Fund: Capital Projects Fund	Function: Public Works

Project Cost Summary

Fiscal Year	Expenditure Detail (10339-57015)	Total
Thru 2023	Accumulated reserves.	1,981,900
2024 (Est.)	Annual addition.	132,400
2025	Annual addition.	138,500
2026	Annual addition.	144,600
2027	Annual addition.	150,700
2028	Annual addition.	156,800
2029	Annual addition.	162,900
2030	Annual addition.	169,000
Beyond		-
Total		3,036,800

Project Funding Summary

Fiscal Year	District Annual Addition	District Accumulated Reserves	General Fund Annual Addition	General Fund Accumulated Reserves	Total
Thru 2023	-	1,890,900	-	91,000	1,981,900
2024 (Est.)	125,800	-	6,600	-	132,400
2025	131,600	-	6,900	-	138,500
2026	137,400	-	7,200	-	144,600
2027	143,200	-	7,500	-	150,700
2028	149,000	-	7,800	-	156,800
2029	154,800	-	8,100	-	162,900
2030	160,600	-	8,400	-	169,000
Beyond	-	-	-	-	-
Total	1,002,400	1,890,900	52,500	91,000	3,036,800

Impact on Operating Budget

Revenues from the special taxing districts shield city homeowners from paying infrastructure costs caused by commercial development. Periodic additions to reserves for future dredging and other major maintenance fairly allocate the costs over time and helps to maintain a stable tax rate.

SEDIMENT CONTROL – BOWIE TOWN CENTER (CENTENNIAL PARK)

Project Number: PW-13	Department: Public Works
Fund: Capital Projects Fund	Function: Public Works

Description:

It is anticipated that the stormwater management pond will need to be cleaned of sediment in FY2115. Reserves have been set aside in anticipation of dredging and other major maintenance costs. Annual additions and accumulated reserves are expected to generate sufficient funding for this project. A hydrographic survey was performed in FY2008 to better analyze life expectancy calculations. In FY2010 a study was performed to recalculate the distribution of taxes. Funding of this project is provided by the special taxing district (57%) and general revenues of the City (43%).

Location:

Funding Required for Budget Year 2025: $64,400

Council Action History:

Council established the special taxing district in 1987 with Ordinance O-20-87, in lieu of requiring stormwater containment within the commercial areas. The original ordinance has been amended by O-11-91, O-4-96 and O-20-98 to re-draw boundaries and exclude areas ultimately developed as residential.

SEDIMENT CONTROL – BOWIE TOWN CENTER (CENTENNIAL PARK)

Project Number: PW-13	Department: Public Works
Fund: Capital Projects Fund	Function: Public Works

Project Cost Summary

Fiscal Year	Expenditure Detail (10344-57015)	Total
Thru 2023	Accumulated reserves.	1,139,400
2024 (Est.)	Annual addition.	61,000
2025	Annual addition.	64,400
2026	Annual addition.	67,800
2027	Annual addition.	71,200
2028	Annual addition.	74,600
2029	Annual addition.	78,000
2030	Annual addition.	81,400
Beyond		-
Total		1,637,800

Project Funding Summary

Fiscal Year	District Annual Addition	District Accumulated Reserves	General Fund Annual Addition	General Fund Accumulated Reserves	Total
Thru 2023	-	701,300	-	438,100	1,139,400
2024 (Est.)	34,800	-	26,200	-	61,000
2025	36,700	-	27,700	-	64,400
2026	38,600	-	29,200	-	67,800
2027	40,600	-	30,600	-	71,200
2028	42,500	-	32,100	-	74,600
2029	44,400	-	33,600	-	78,000
2030	46,400	-	35,000	-	81,400
Beyond	-	-	-	-	-
Total	284,000	701,300	214,400	438,100	1,637,800

Impact on Operating Budget

Revenues from the special taxing districts shield city homeowners from paying infrastructure costs caused by commercial development. Periodic additions to reserves for future dredging and other major maintenance fairly allocate the costs over time and help to maintain a stable tax rate.

SEDIMENT CONTROL - HIGHBRIDGE

Project Number: PW-14	Department: Public Works
Fund: Capital Projects Fund	Function: Public Works

Description:

The Highbridge stormwater management district consists of a wet basin and wetlands. A hydrographic survey was completed in FY2018 and found that sedimentation was limited and cleaning of sediment could be deferred until FY2068. Reserves are expected to generate sufficient interest earnings to cover anticipated maintenance and dredging costs. Funding of this project is provided by the special taxing district (13%) as well as general revenues from the city (87%).

Location:

Funding Required for Budget Year 2025: $-0-

Council Action History:

Council established the special taxing district in 1987 with Ordinance O-28-88.

SEDIMENT CONTROL - HIGHBRIDGE

Project Number: PW-14	Department: Public Works
Fund: Capital Projects Fund	Function: Public Works

Project Cost Summary

Fiscal Year	Expenditure Detail (10338-57015)	Total
Thru 2023	Accumulated reserves.	191,500
2024 (Est.)		-
2025		-
2026		-
2027		-
2028		-
2029		-
2030		-
Beyond		-
Total		191,500

Project Funding Summary

Fiscal Year	District Accumulated Reserves	General Fund Accumulated Reserves	Total
Thru 2023	30,500	161,000	191,500
2024 (Est.)	-	-	-
2025	-	-	-
2026	-	-	-
2027	-	-	-
2028	-	-	-
2029	-	-	-
2030	-	-	-
Beyond	-	-	-
Total	30,500	161,000	191,500

Impact on Operating Budget

Revenues from the special taxing districts shield city homeowners from paying infrastructure costs caused by commercial development. Periodic additions to reserves for future dredging and other major maintenance fairly allocate the costs over time and helps to maintain a stable tax rate.

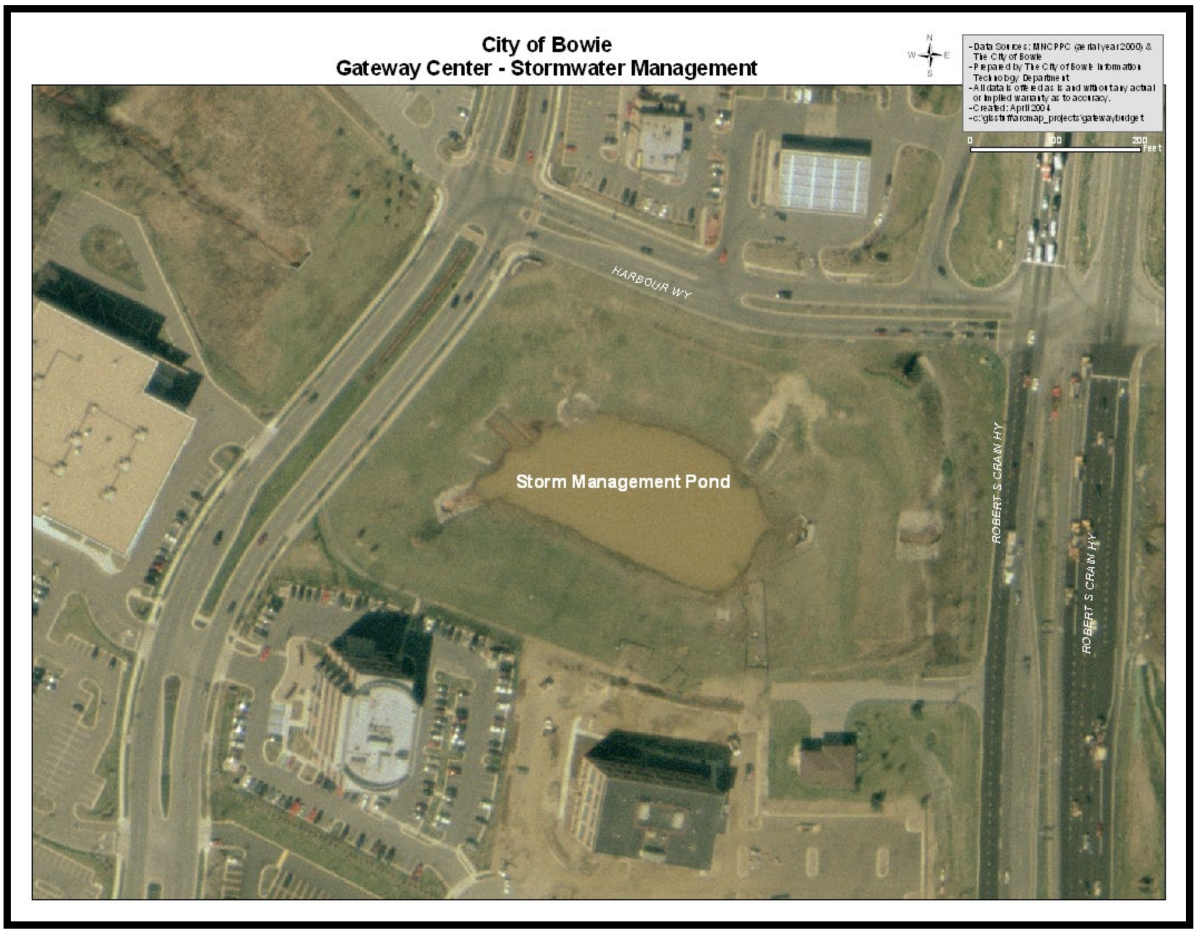
SEDIMENT CONTROL - GATEWAY CENTER

Project Number: PW-15	Department: Public Works
Fund: Capital Projects Fund	Function: Public Works

Description

The Gateway Center (formerly called International Renaissance Center) stormwater management district consists of a drainage channel and a wet pond. The pond was dredged in FY2010 at a cost of $206,000 and is expected to be dredged again in FY2026 at an estimated cost of $249,100. The accumulated reserves are expected to generate sufficient interest earnings to cover anticipated dredging costs. A hydrographic survey and analysis was performed in FY2010 to project the next dredging cycle. Funding for this project is provided by the special taxing district (100% commercial).

Location:



Funding Required for Budget Year 2025: $43,700

Council Action History:

Council established the special taxing district in 1988 with Ordinance O-2-89, as amended by 0-11-91 and O-22-98.

SEDIMENT CONTROL - GATEWAY CENTER

Project Number: PW-15	Department: Public Works
Fund: Capital Projects Fund	Function: Public Works

Project Cost Summary

Fiscal Fiscal Year	Expenditure Detail (10337-57015)	Total
Thru 2023	Accumulated reserves.	326,200
2024 (Est.)	Annual addition.	40,300
2025	Annual addition.	43,700
2026	Annual addition and Dredging costs.	297,100
2027	Annual addition.	50,500
2028	Annual addition.	53,900
2029	Annual addition.	57,300
2030	Annual addition.	60,700
Beyond		-
Total		929,700

Project Funding Summary

Fiscal Year	District Annual Addition	District Fund Accumulated Reserves	Total
Thru 2023	-	326,200	326,200
2024 (Est.)	40,300	-	40,300
2025	43,700	-	43,700
2026	297,100	-	297,100
2027	50,500	-	50,500
2028	53,900	-	53,900
2029	57,300	-	57,300
2030	60,700	-	60,700
Beyond	-	-	-
Total	603,500	326,200	929,700

Impact on Operating Budget

Revenues from the special taxing districts shield city homeowners from paying infrastructure costs caused by commercial development. Periodic additions to reserves for future dredging and other major maintenance fairly allocate the costs over time and help to maintain a stable tax rate.

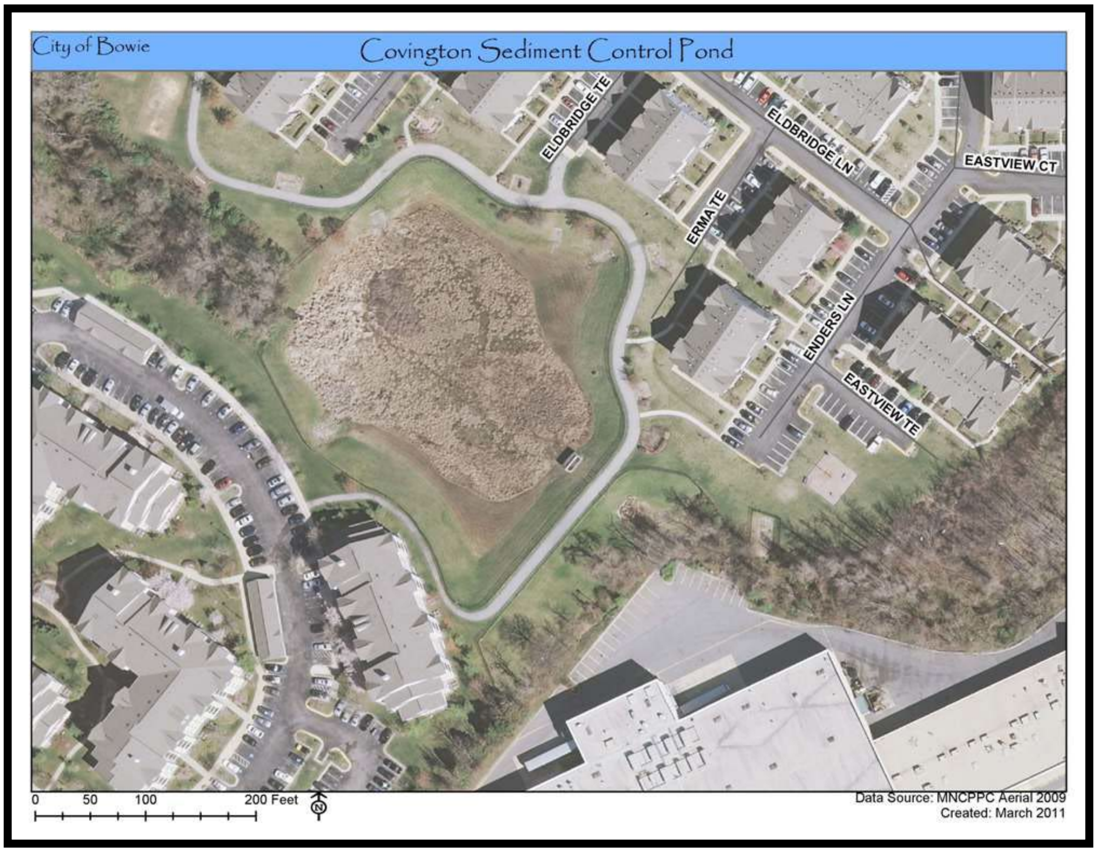
SEDIMENT CONTROL - COVINGTON

Project Number: PW-16	Department: Public Works
Fund: Capital Projects Fund	Function: Public Works

Description:

The stormwater management pond in the Covington area of the city serves three special taxing districts along with the surrounding residential areas. It is anticipated that the pond will need to be cleaned of sediment during FY2102 at an estimated cost of $4,782,200. Reserves will be set aside each year to meet these dredging and other major maintenance costs. Annual additions plus accumulated reserves are expected to generate the remaining funds needed in interest earnings. A hydrographic survey was performed in FY2008 to better analyze life expectancy calculations. Funding of this project is provided by the special taxing districts, Pin Oak Plaza (18%), Elder Oaks (10%) and Collington (19%), and by general revenues of the City (53%).

Location:



Funding Required for Budget Year 2025: $31,400

Council Action History:

Council established the Pin Oak Plaza special taxing district with Ordinance O-16-90 and the Elder Oaks district with O-17-90 during City review of the development plans for the Covington area, in lieu of requiring stormwater containment within the commercial areas. Ordinance O-7-95 created the Collington district to share costs of the Covington facility, which was enlarged to mitigate the impact of Collington Plaza.

SEDIMENT CONTROL - COVINGTON

Project Number: PW-16	Department: Public Works
Fund: Capital Projects Fund	Function: Public Works

Project Cost Summary

Fiscal Year	Expenditure Detail (10371-57015/10373-57015/ 10375-57015/10376-57015)	Total
Thru 2023	Accumulated reserves.	427,500
2024 (Est.)	Annual addition.	30,100
2025	Annual addition.	31,400
2026	Annual addition.	32,700
2027	Annual addition.	34,000
2028	Annual addition.	35,300
2029	Annual addition.	36,600
2030	Annual addition.	37,900
Beyond		-
Total		665,500

Project Funding Summary

Fiscal Year	Pin Oak Plaza	Elder Oaks	Collington	General Fund Revenues	Total
Thru 2023	77,000	42,500	81,200	226,800	427,500
2024 (Est.)	5,400	3,000	5,700	16,000	30,100
2025	5,700	3,100	6,000	16,600	31,400
2026	5,900	3,300	6,200	17,300	32,700
2027	6,100	3,400	6,500	18,000	34,000
2028	6,400	3,500	6,700	18,700	35,300
2029	6,600	3,700	6,900	19,400	36,600
2030	6,800	3,800	7,200	20,100	37,900
Beyond	-	-	-	-	-
Total	119,900	66,300	126,400	352,900	665,500

Impact on Operating Budget

Revenues from the special taxing districts shield city homeowners from paying infrastructure costs caused by commercial development. Periodic additions to reserves for future dredging and other major maintenance fairly allocate the costs over time and helps to maintain a stable tax rate.

STORMWATER MANAGEMENT

Project Number: PW-17	Department: Public Works
Fund: Capital Projects Fund	Function: Public Works

+

Description:

The public stormwater management capital improvements program provides funding for corrective actions needed to maintain the City's stormwater infrastructure. This infrastructure includes storm sewers, storm drainage inlets, stormwater outfalls, public stormwater ponds and other control facilities, streams and channels. Projects are identified periodically based on the need to improve drainage on streets, correct problematic erosion, or repair storm sewers, culverts or other stormwater structures. These projects help prevent property damage that may otherwise occur due to flooding, ensure streets properly drain for safety and ensure public stormwater controls are operating correctly to limit bank erosion water pollution. In addition to the large scale projects individually listed, this program also provides some funding to address smaller neighborhood drainage problems that arise during the year.

The Department of Public Works routinely inspects approximately 71 public stormwater management facilities in January of each year. There are 18 stormwater management ponds of significant size between five (5) and thirty (30) years old which will require dredging at some point in the future. Soundings and analysis are required for each pond in order to predict when a pond will need to be dredged.

Prior to FY2018, this program also funded large projects needed to meet the Chesapeake Bay Total Maximum Daily Load requirements. These projects are now funded through a separate capital improvement program titled Chesapeake Bay.

Location:

Various locations.

Project Funding for Budget Year 2025: $650,000

Council Action History:

This program was first authorized by Council in FY2000.

STORMWATER MANAGEMENT

Project Number: PW-17	Department: Public Works
Fund: Capital Projects Fund	Function: Public Works

Project Cost Summary

Fiscal Year	Expenditure Detail (10336-57015)	Total
Thru 2023	Neighborhood drainage solutions; Consultant dredging survey, one per year	30,700
2024 (Est.)	Consultant dredging reports, one per year ($19,500); Safety Turn Pond Maintenance ($75,000). Idlewild Lane drainage ditch improvement design ($25,000).	119,500
2025	Neighborhood drainage solutions ($150,000); Consultant dredging reports, two per year ($40,000; Idlewild Lane drainage ditch improvement construction ($260,000); Bridge & Culvert Repairs ($200,000).	650,000
2026	Neighborhood drainage solutions ($150,000); City Senior Center SWM Repair ($60,000); Consultant dredging reports, two per year ($40,000); Green Leaf Pond Restoration-Construction ($205,000); Safety Turn Pond Maintenance ($225,000).	680,000
2027	Neighborhood drainage solutions ($150,000); City Whitemarsh Park SWM Repair ($55,000); Consultant dredging reports, two per year ($40,000).	245,000
2028	Neighborhood drainage solutions ($150,000); City Whitemarsh Park SWM Repair ($55,000); Consultant dredging reports, two per year ($40,000).	245,000
2029		-
2030		-
Beyond		-
Total		1,970,200

Project Funding Summary

Fiscal Year	General Revenues	Total
Thru 2023	30,700	30,700
2024 (Est.)	119,500	119,500
2025	650,000	650,000
2026	680,000	680,000
2027	245,000	245,000
2028	245,000	245,000
2029	-	-
2030	-	-
Beyond	-	-
Total	1,970,200	1,970,200

Impact on Operating Budget

These corrections will decrease the cost of street repaving and channel reconstruction over the long term.

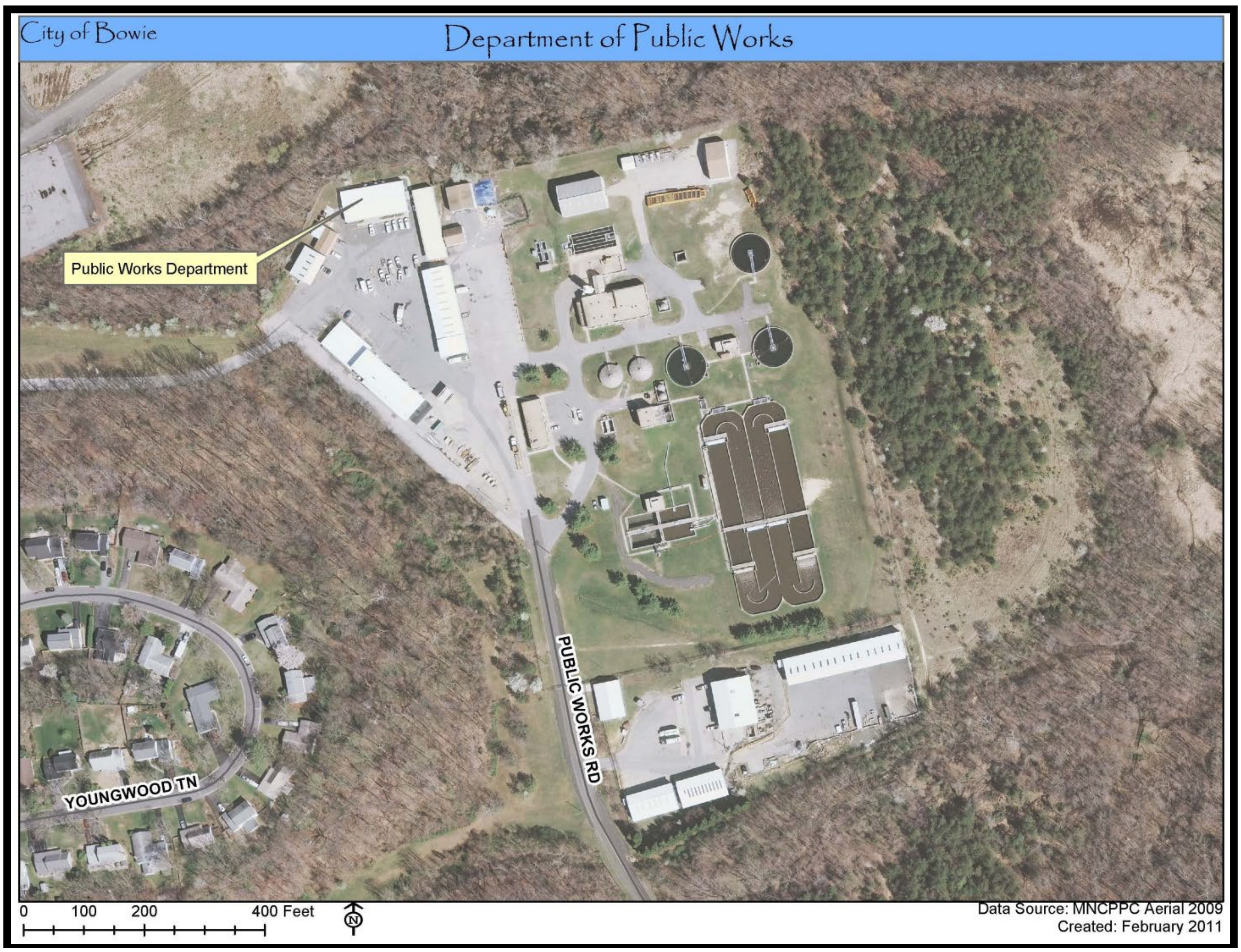
PUBLIC WORKS MAIN FACILITY

Project Number: PW-18	Department: Public Works
Fund: Capital Projects Fund	Function: Public Works

Description:

This project provides for major repairs, modifications and improvements to the Public Works Facility located off of Route 450. It includes additions to buildings, fencing, landscaping, interior renovation and security work. Improvements to the gates and access control, residing the lower salt barn, garage/admin building electrical panel replacement, and construction of a new vehicle storage bay and salt storage building are proposed in the beyond years.

Location:



Project Funding for Budget Year 2025: $990,000

Council Action History:

This project was first authorized in Fiscal Year 1993-94.

PUBLIC WORKS MAIN FACILITY

Project Number: PW-18	Department: Public Works
Fund: Capital Projects Fund	Function: Public Works

Project Cost Summary

Fiscal Year	Expenditure Detail (10315-57010)	Total
Thru 2023	Replace garage vehicle lifts.	12,300
2024 (Est.)		-
2025	Replace Salt Storage Building and Parking area at the PW Facility	990,000
2026		-
2027		-
2028		-
2029		-
2030		-
Beyond		-
Total		1,002,300

Project Funding Summary

Fiscal Year	Preventive Maintenance Reserves	General Revenues	Total
Thru 2023	-	12,300	12,300
2024 (Est.)	-	-	-
2025	-	990,000	990,000
2026	-	-	-
2027	-	-	-
2028	-	-	-
2029	-	-	-
2030	-	-	-
Beyond	-	-	-
Total	-	1,002,300	1,002,300

Impact on Operating Budget

None.

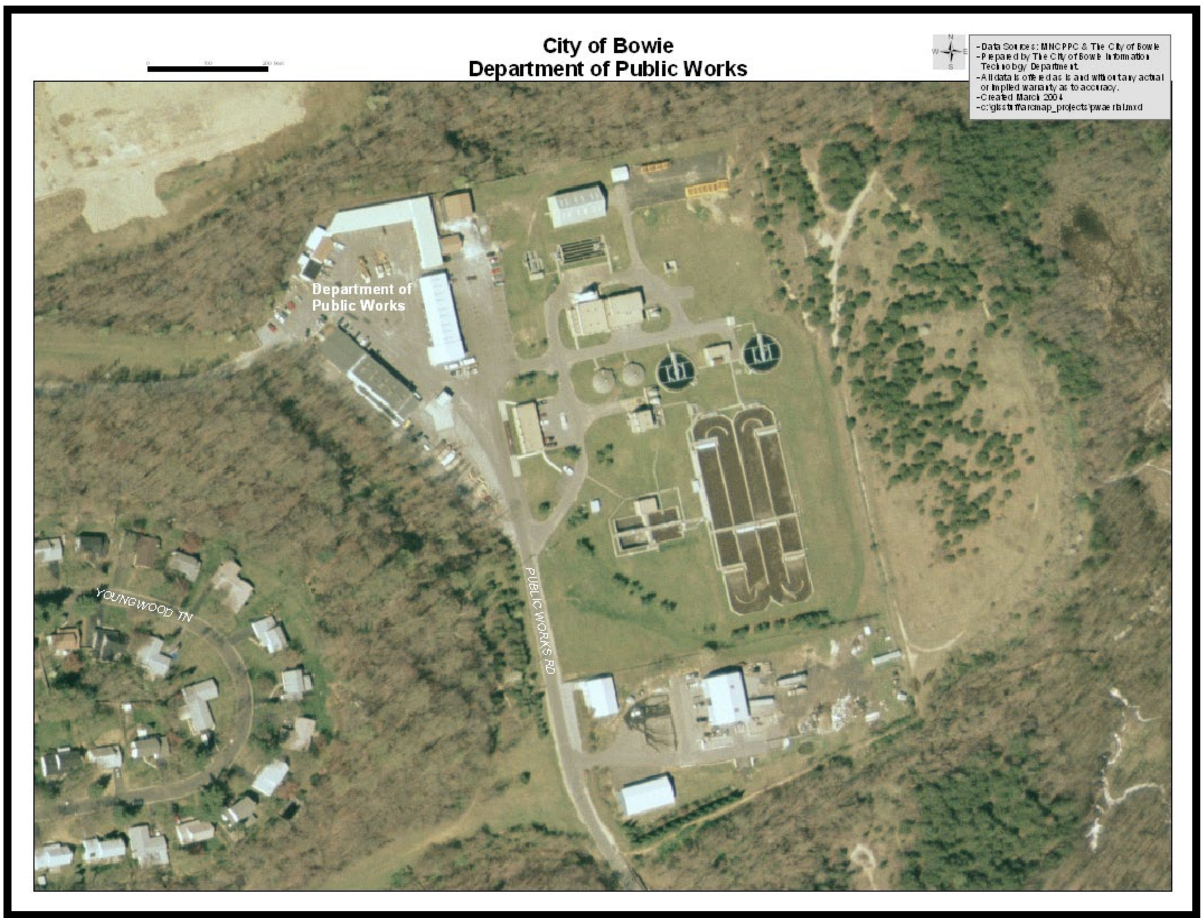
STREETS AND UTILITIES BUILDING

Project Number: PW-23	Department: Public Works
Fund: General and Water and Sewer Funds	Function: Public Works

Description:

This project provides for capital improvements to the Streets and Utilities Building in the Public Works area for the Streets (General Fund) and Utilities (Water and Sewer Fund) Divisions. It will be funded by the General Fund (60%) and equally by the Water Division and Wastewater Division (40%).

Location:



Project Funding for Budget Year 2025: $36,000

Council Action History:

This project was authorized by Council in Fiscal Year 2014.

STREETS AND UTILITIES BUILDING

Project Number: PW-23	Department: Public Works
Fund: General and Water and Sewer Funds	Function: Public Works

Project Cost Summary

Fiscal Year	Expenditure Detail (10183-57010- 60%, 20350- 57010 20%, 20360-57010- 20%)	Total
Thru 2023		-
2024 (Est.)		-
2025	Replace HVAC.	36,000
2026		-
2027		-
2028		-
2029		-
2030		-
Beyond		-
Total		36,000

Project Funding Summary

Fiscal Year	Preventive Maintenance Revenues	Water & Sewer Revenues	General Revenue	Total
Thru 2023	-	-	-	-
2024 (Est.)	-	-	-	-
2025	9,000	14,400	12,600	36,000
2026	-	-	-	-
2027	-	-	-	-
2028	-	-	-	-
2029	-	-	-	-
2030	-	-	-	-
Beyond	-	-	-	-
Total	9,000	14,400	12,600	36,000

Impact on Operating Budget

None.

FACILITY PREVENTIVE MAINTENANCE

Project Number: PW-25	Department: Public Works
Fund: Capital Projects Fund	Function: General Government

Description:

The City has a significant capital investment in its public facilities and structures. This project allows the City to pursue refurbishment and preservation of public facilities without the need to incur additional debt. A facilities assessment was performed to determine the status of city facilities. The assessment was used to establish maintenance and replacement schedules for the inevitable aging and obsolescence of public facilities. Funds will be set aside annually for major maintenance items. Examples of major maintenance items include roof replacement, heating ventilation and air conditioning replacements, electrical improvements and other major rehabilitations to City facilities.

The table below lists projects funded by the Facility Preventive Maintenance program in FY2025.

Projects	FY2025
Playhouse	$ 10,000
Street/Utility Administration	9,000
Whitemarsh Park turf field	545,200
Total	$ 564,200

Project Funding for Budget Year 2025: $791,200

Council Action History:

This project was authorized by Council in Fiscal Year 2005.

FACILITY PREVENTIVE MAINTENANCE

Project Number: PW-25	Department: Public Works
Fund: Capital Projects Fund	Function: General Government

Project Cost Summary

Fiscal Year	Expenditure Detail (10333-57010)	Total
Thru 2023		-
2024 (Est.)	Annual addition.	742,000
2025	Annual addition.	791,200
2026	Annual addition.	798,100
2027	Annual addition.	799,800
2028	Annual addition.	817,600
2029	Annual addition.	875,600
2030	Annual addition	954,700
Beyond		-
Total		5,779,000

Project Funding Summary

Fiscal Year	General Revenues	Total
Thru 2023	-	-
2024 (Est.)	742,000	742,000
2025	791,200	791,200
2026	798,100	798,100
2027	799,800	799,800
2028	817,600	817,600
2029	875,600	875,600
2030	954,700	954,700
Beyond	-	-
Total	5,779,000	5,779,000

Accumulated Balance Summary

Fiscal Year	Additions To Reserves	Reserves Used	Accumulated Balance
Thru 2023	-	-	1,919,831
2024 (Est.)	742,000	-	2,661,831
2025	791,200	564,200	2,888,831

Impact on Operating Budget

Transfers to the Capital Projects Fund from the General Fund based on the proposed schedule reduces the possible one time major transfer for capital improvements, thus allowing for fixed annual addition to be reserved.

SOLID WASTE ADMINISTRATION FACILITY

Project Number: PW-31	Department: Public Works
Fund: Capital Projects Fund	Function: Public Works

Description:

A new building was constructed in FY2012. Solid Waste is the largest division in Public Works, with 58 employees.

Location:

Project Funding for Budget Year 2025: $-0-

Council Action History:

This project was previously included under the Public Works Main Facility project, which was originally authorized in Fiscal Year 1994.

SOLID WASTE ADMINISTRATION FACILITY

Project Number: PW-31	Department: Public Works
Fund: Capital Projects Fund	Function: Public Works

Project Cost Summary

Fiscal Year	Expenditure Detail (10314-57010)	Total
Thru 2023	Replace Fencing.	13,000
2024 (Est.)		-
2025		-
2026	Replace HVAC.	60,000
2027		-
2028		-
2029		-
2030		-
Beyond		-
Total		73,000

Project Funding Summary

Fiscal Year	Preventive Maintenance	General Revenues	Total
Thru 2023	-	13,000	13,000
2024 (Est.)	-	-	-
2025	-	-	-
2026	39,200	20,800	60,000
2027	-	-	-
2028	-	-	-
2029	-	-	-
2030	-	-	-
Beyond	-	-	-
Total	39,200	33,800	73,000

Impact on Operating Budget

This replacement will reduce repair and maintenance costs associated with maintaining the old system.

CHESAPEAKE BAY

Project Number: PW-35	Department: Public Works
Fund: Capital Projects Fund	Function: Public Works

Description:

On December 29, 2010, the U.S. Environmental Protection Agency established the Chesapeake Bay Total Maximum Daily Load (TMDL). The TMDL is a comprehensive "pollution diet" to restore clean water in the Chesapeake Bay and the region's streams, creeks, and rivers. A TMDL is the calculation of the maximum amount of pollution a body of water can receive and still meet state water quality standards. Water quality standards are designed to ensure waterways meet a national primary goal of being swimmable and fishable.

The Chesapeake Bay TMDL is designed to ensure that all pollution control measures needed to fully restore the Bay and its tidal rivers are in place by 2025. One of the actions taken by the State of Maryland to meet the TMDL was to modify the National Pollution Discharge Elimination System (NPDES) permit requirements for small Municipal Separate Storm Sewer Systems (MS4s). The revised permit is effective in 2017 and requires permittees to begin restoration for 20% of existing impervious area that is not already treated with water quality best management practices. These areas include land developed prior to 2002. By year 5 of the permit (2022), permittees must have developed an implementation schedule to show how the 20% requirement will be achieved by 2025.

The City has contracted with several engineering consultants and conducted the analysis to establish capital improvement plans in order to meet MS4 water quality permit requirement. The proposed Capital Improvement Plan lays out specific projects over the next several years to accomplish the requirement. Many of these projects are located in the Levitt section of the City that was developed prior to current Stormwater management standards.

Location:

Various locations.

Project Funding for Budget Year 2025: $1,535,800

Council Action History:

This program was initially authorized by Council in FY2015.

Project Number: PW-35	Department: Public Works
Fund: Capital Projects Fund	Function: Public Works

Project Cost Summary

Fiscal Year	Expenditure Detail (10326-57015)	Total
Thru 2023	Various Improvements.	308,600
2024 (Est.)	Pin Oak Village SWM pond improvements ($1,169,000); Gateway Harbor SWM pond improvements ($1,072,600); Saddlebrook Stream Restoration ($27,000); Stream Restoration MB-MS-4 ($1,064,200);	3,332,800
2025	Saddlebrook Stream Restoration ($30,000); Stream Restoration MB-MS-4 ($77,000); Stream Restoration MB-MS-3 ($80,000); Stream Restoration MB-MS-3 ($1,348,800).	1,535,800
2026	Saddlebrook Stream Restoration ($33,000); Stream Restoration MB-MS-4 ($27,000); Stream Restoration MB-MS-3 ($30,000	90,000
2027	Stream Restoration MB-MS-4 ($30,000); Stream Restoration MB-MS-3 ($33,000)	63,000
2028	Stream Restoration MB-MS-4; Stream Restoration MB-MS-3.	63,000
2029		-
2030		-
Beyond		-
Total		5,393,200

Project Funding Summary

Fiscal Year	General Revenues	Total
Thru 2023	308,600	308,600
2024 (Est.)	3,332,800	3,332,800
2025	1,535,800	1,535,800
2026	90,000	90,000
2027	63,000	63,000
2028	63,000	63,000
2029	-	-
2030	-	-
Beyond	-	-
Total	5,393,200	5,393,200

Impact on Operating Budget

None.

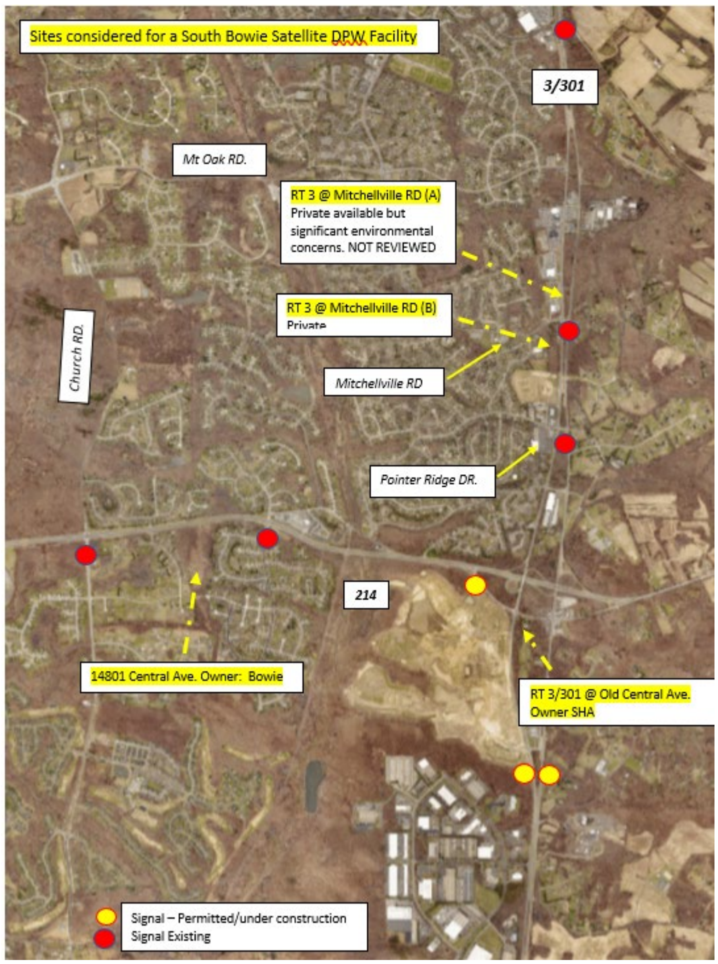
SOUTHSIDE SALT FACILITY

Project Number: PW-36	Department: Public Works
Fund: Capital Projects Fund	Function: Public Works

Description:

This project provides the construction of a salt storage facility to be located in the south side of the City of Bowie. Its purpose is to minimize the risk that drivers salting the road have driving all the way to the Public Works compound where the existing salt barn is located. Three sites have been identified for its construction.

Location:



Various locations.

Project Funding for Budget Year 2025: $-0-

Council Action History:

This project was first introduced in Fiscal Year 2024.

SOUTHSIDE SALT FACILITY

Project Number: PW-36	Department: Public Works
Fund: Capital Projects Fund	Function: Public Works

Project Cost Summary

Fiscal Year	Expenditure Detail (10323-57015)	Total
Thru 2023		-
2024 (Est.)		-
2025		-
2026	South Side salt storage and parking facility.	990,000
2027		-
2028		-
2029		-
2030		-
Beyond		-
Total		990,000

Project Funding Summary

Fiscal Year	General Revenues	Total
Thru 2023	-	-
2024 (Est.)	-	-
2025	-	-
2026	990,000	990,000
2027	-	-
2028	-	-
2029	-	-
2030	-	-
Beyond	-	-
Total	990,000	990,000

Impact on Operating Budget

None.

BOWIE PLAYHOUSE

Project Number: CR-15	Department: Community Services
Fund: Capital Projects Fund	Function: Parks, Culture and Recreation

Description:

The Bowie Playhouse provides for affordable quality live theater, music, and arts related entertainment to Bowie and the regional area. This page provides for various facility and systems & equipment upgrades required to maintain the facility.

Location:

Project Funding for Budget Year 2025: $10,000

Council Action History:

This project was authorized in Fiscal Year 2011.

BOWIE PLAYHOUSE

Project Number: CR-15	Department: Community Services
Fund: Capital Projects Fund	Function: Parks, Culture and Recreation

Project Cost Summary

Fiscal Year	Expenditure Detail (10511-57010)	Total
Thru 2023	RTU #1 & #2 Replacement; Roof Replacement	164,200
2024 (Est.)		-
2025	AHU #3 - Lobby Unit.	10,000
2026	Fly System Replacement.	200,000
2027		-
2028	AHU #1 & #2 Replacement.	20,000
2029		-
2030	Playhouse New Parking Lot.	650,000
Beyond	FY44 RTU1 & 2 Replacement ($167,000); FY53 Roof Replacement ($175,000).	342,000
Total		1,386,200

Project Funding Summary

Fiscal Year	Preventive Maintenance Reserves	General Revenues	Total
Thru 2023	23,600	140,600	164,200
2024 (Est.)	-	-	-
2025	10,000	-	10,000
2026	55,000	145,000	200,000
2027	-	-	-
2028	20,000	-	20,000
2029	-	-	-
2030	-	650,000	650,000
Beyond	342,000	-	342,000
Total	450,600	935,600	1,386,200

Impact on Operating Budget

None.

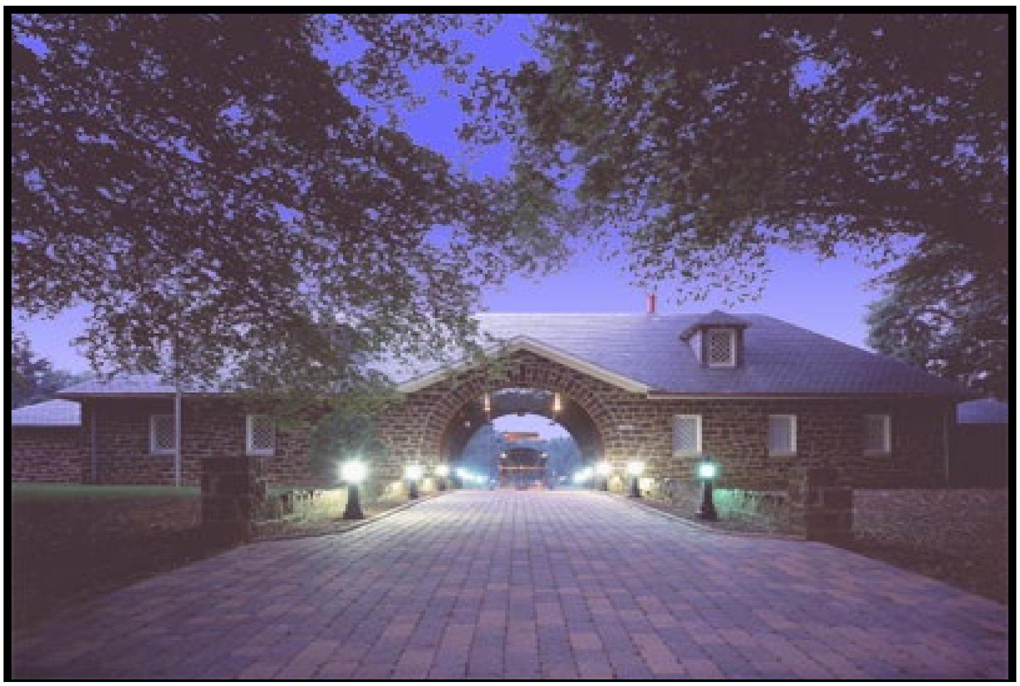
BELAIR STABLE MUSEUM

Project Number: CR-17	Department: Community Services
Fund: Capital Projects Fund	Function: Parks, Culture and Recreation

Description:

Obtained by the City of Bowie in 1968, the Belair Stable is an important landmark of local history as the cradle of thoroughbred racing in America. This 1907 structure has been refurbished. This page provides for various facility and systems & equipment upgrades required to maintain the facility so that it may continue to function as a public museum.

Location:



Project Funding for Budget Year 2025: $-0-

Council Action History:

This project was authorized in FY2011.

BELAIR STABLE MUSEUM

Project Number: CR-17	Department: Community Services
Fund: Capital Projects Fund	Function: Parks, Culture and Recreation

Project Cost Summary

Fiscal Year	Expenditure Detail (10519-57010)	Total
Thru 2023	Repair Water Damage at Stable Museum; Replace steel lintels.	28,600
2024 (Est.)		-
2025		-
2026		-
2027		-
2028	AE for HVAC Replacement.	20,000
2029		-
2030	Heating and AC Units for interior living quarters section of building.	90,000
Beyond	FY37 - Replacement AHU3 & 4.	38,000
Total		176,600

Project Funding Summary

Fiscal Year	Preventive Maintenance Reserves	General Revenue	Total
Thru 2023	-	28,600	28,600
2024 (Est.)	-	-	-
2025	-	-	-
2026	-	-	-
2027	-	-	-
2028	-	20,000	20,000
2029	-	-	-
2030	90,000	-	90,000
Beyond	38,000	-	38,000
Total	128,000	48,600	176,600

Impact on Operating Budget

This replacement will decrease the repair and maintenance costs associated with maintaining the old system.

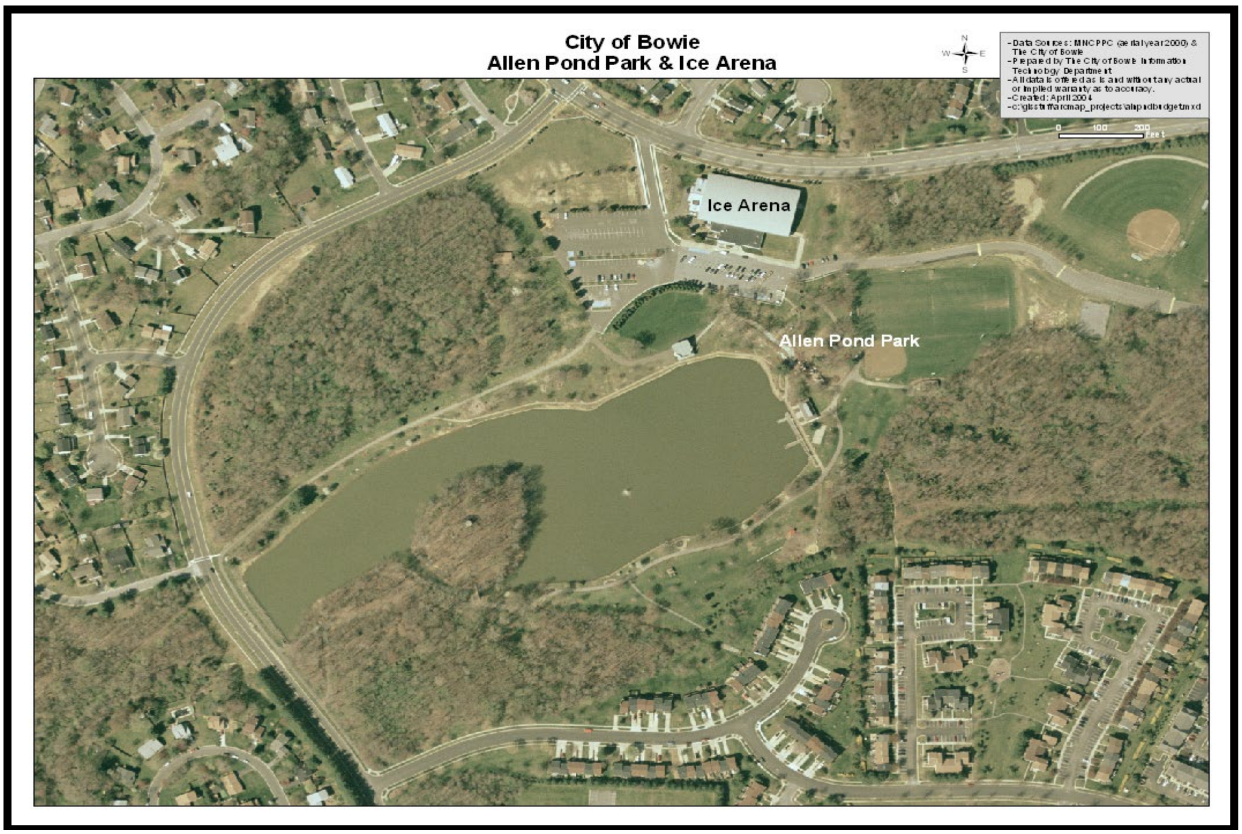
ALLEN POND PARK

Project Number: CR-21	Department: Community Services
Fund: Capital Projects Fund	Function: Parks, Culture and Recreation

Description:

Allen Pond Park is over 35 years old and has become the City's most heavily utilized park. It receives year-round use from both organized and unstructured recreational users and is considered the City's premier park for hosting City special events. There are diverse recreational opportunities available to visitors within the park that include the Robert V. Setera Amphitheater, Bowie Ice Arena, the skate park, six athletic fields, picnic facilities, walking/biking trails, and age-appropriate playground areas. The current Park Master Plan (2010) identifies necessary improvements and a phased approach to upgrades to ensure the park effectively serves City residents.

Location:



Project Funding for Budget Year 2025: $1,500,000

Council Action History:

The 1981 Allen Pond Park Master Plan was implemented over a period of seventeen years through Fiscal Year 1997. Further improvements described here were identified in the 2010 Allen Pond Park Master Plan.

ALLEN POND PARK

Project Number: CR-21	Department: Community Services
Fund: Capital Projects Fund	Function: Parks, Culture and Recreation

Project Cost Summary

Fiscal Year	Expenditure Detail (10515-57015)	Total
Thru 2023	Varius Projects.	973,200
2024 (Est.)	Architectural Design for Amphitheater Replacement Project including construction management.	149,300
2025	Permitting and replacement of the Amphitheater Stage at current location ($1,400,000); Renovation of the Boathouse Restrooms to include an adult changing table ($100,000).	1,500,000
2026	Fitness Center ($350,000); Remove old island pavilion and renovate area ($200,000); Replace East and West Pavilions ($300,000); Splash Pad/Misting Play Area ($730,000).	1,580,000
2027	Island Bridge Replacement ($60,000); Installation of new water service to support year-round use of park restrooms @ Boathouse Building ($60,000).	120,000
2028	Install Heat Pump at Boathouse Restrooms.	20,000
2029		-
2030	Synthetic Field Replacement.	700,000
Beyond		-
Total		5,042,500

Project Funding Summary

Year	Preventive Maintenance Reserves	General Revenue	Total
Thru 2023	-	973,200	973,200
2024 (Est.)	-	149,300	149,300
2025	-	1,500,000	1,500,000
2026	-	1,580,000	1,580,000
2027	25,000	95,000	120,000
2028	-	20,000	20,000
2029	-	-	-
2030	700,000	-	700,000
Beyond	-	-	-
Total	725,000	4,317,500	5,042,500

Impact on Operating Budget

None.

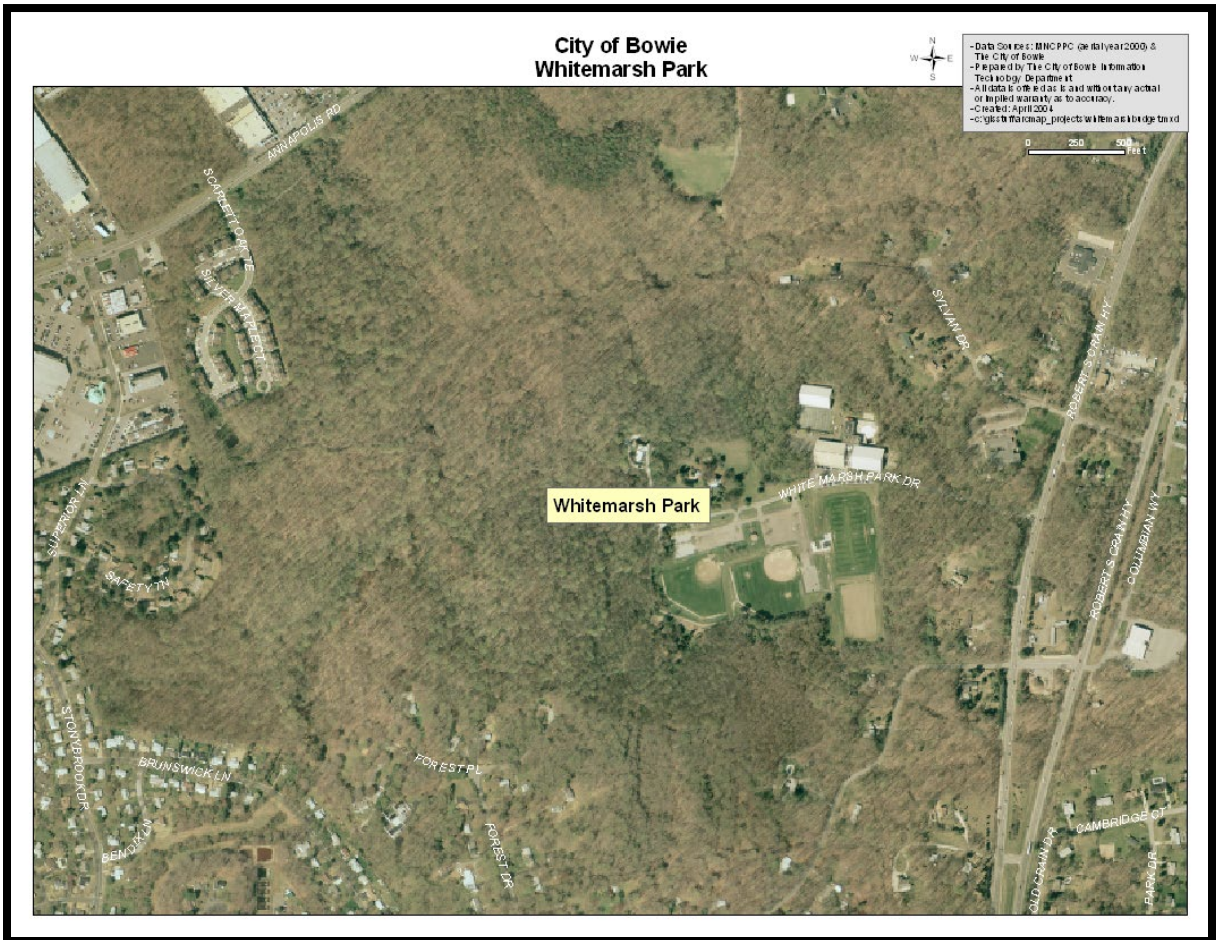
WHITEMARSH PARK

Project Number: CR-22	Department: Community Services
Fund: Capital Projects Fund	Function: Parks, Culture and Recreation

Description:

Whitemarsh Park is a 200-acre park that receives year-round use for both organized and unstructured recreational activities. This park offers diverse recreational opportunities and has four athletic fields, two picnic facilities, walking/biking trails, an age-appropriate playground area, and is home to the Bowie Playhouse (where patrons can enjoy theatrical productions) and Sport Fit Bowie (private athletic club). The 2010 Whitemarsh Park Master Plan identifies necessary park improvements and specifies a phased approach to implementation to ensure the park effectively serves City residents.

Location:



Project Funding for Budget Year 2025: $935,000

Council Action History:

This project was authorized in Fiscal Year 2010.

WHITEMARSH PARK

Project Number: CR-22	Department: Community Services
Fund: Capital Projects Fund	Function: Parks, Culture and Recreation

Project Cost Summary

Fiscal Year	Expenditure Detail (10521-57010)	Total
Thru 2023	Various improvements.	4,168,400
2024 (Est.)		-
2025	Renovate synthetic turf field pending results of annual inspection; Passed inspection in FY24 ($735,000). Installation of a Natural Exploration Area ($200,000).	935,000
2026		-
2027		-
2028		-
2029		-
2030		-
Beyond	FY2045 Whitemarsh Park Playground Replacement at Pedestrian Plaza.	400,000
Total		5,503,400

Project Funding Summary

Fiscal Year	Preventive Maintenance	State Aid	General Revenue	Total
Thru 2023	-	-	4,168,400	4,168,400
2024 (Est.)	-	-	-	-
2025	545,200	-	389,800	935,000
2026	-	-	-	-
2027	-	-	-	-
2028	-	-	-	-
2029	-	-	-	-
2030	-	-	-	-
Beyond	-	-	400,000	400,000
Total	545,200	-	4,958,200	5,503,400

Impact on Operating Budget

None.

BOWIE ICE ARENA

Project Number: CR-28	Department: Community Services
Fund: Capital Projects Fund	Function: Parks, Culture and Recreation

Description:
The Bowie Ice Arena provides indoor ice skating for community residents. The majority of the available ice time is devoted to public skating sessions, group lessons and ice rentals (hockey and figure skating). This program provides for facility improvements to include major equipment replacements and facility renovations. In FY2025 the construction of a new Ice Arena at the Bowie Golf Course will begin.

Location:

Project Funding for Budget Year 2025: $30,355,000

Council Action History:
This project was first approved in Fiscal Year 2009.

BOWIE ICE ARENA

Project Number: CR-28	Department: Community Services
Fund: Capital Projects Fund	Function: Parks, Culture and Recreation

Project Cost Summary

Fiscal Year	Expenditure Detail (10532-57010)	Total
Thru 2023	Design and Permitting fees for construction of new Ice Arena at the Bowie Golf Course site.	1,600,500
2024 (Est.)		-
2025	New Ice Arena Construction.	30,355,000
2026		-
2027	Raze old Ice Arena building.	790,000
2028		-
2029		-
2030		-
Beyond		-
Total		32,745,500

Project Funding Summary

Fiscal Year	General Obligation Bonds	General Revenues	Total
Thru 2023	-	1,600,500	1,600,500
2024 (Est.)	-	-	-
2025	30,355,000	-	30,355,000
2026	-	-	-
2027	-	790,000	790,000
2028	-	-	-
2029	-	-	-
2030	-	-	-
Beyond	-	-	-
Total	30,355,000	2,390,500	32,745,500

Impact on Operating Budget

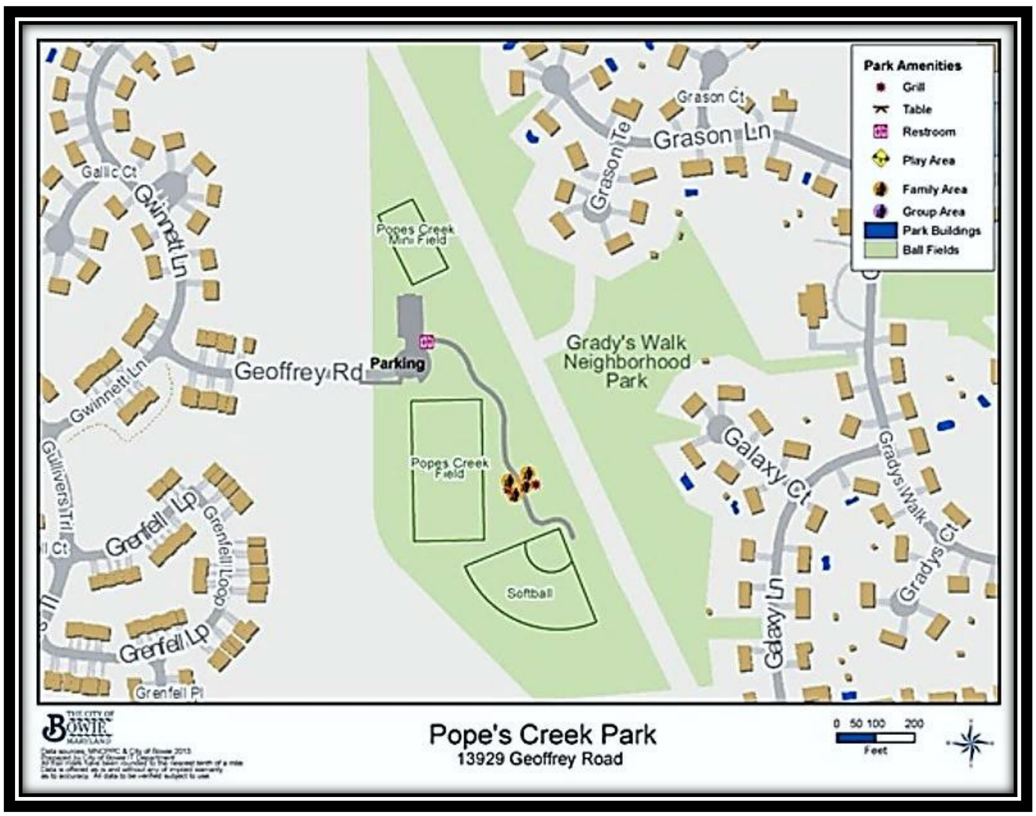
Constructing a new energy-efficient building will lead to a reduction in utilities as well as repair and maintenance costs associated with maintaining the old facility.

POPE'S CREEK PARK

Project Number: CR-30	Department: Community Services
Fund: Capital Projects Fund	Function: Parks, Culture and Recreation

Description:
Pope's Creek Park is a 12-acre park, located in the Highbridge Park development. The park currently has thirty parking spaces for three athletic fields. This project calls for adding approximately 100 parking spaces to accommodate field usage needs while minimizing sports activity parking in the adjacent neighborhood. It also calls for LED lighting of fields and regrading the softball/baseball field to create 2-3 additional soccer fields.

Location:
Highbridge Park subdivision.



Project Funding for Budget Year 2025: $-0-

Council Action History:
This project was proposed in Fiscal Year 2016.

POPE'S CREEK PARK

Project Number: CR-30	Department: Community Services
Fund: Capital Projects Fund	Function: Parks, Culture and Recreation

Project Cost Summary

Fiscal Year	Expenditure Detail (10534-57015)	Total
Thru 2023		-
2024 (Est.)		-
2025		-
2026		-
2027		-
2028		-
2029		-
2030		-
Beyond	FY35 Parking Lot A/E (60,000); FY36 Parking Lot Construction ($600,000).	660,000
Total		660,000

Project Funding Summary

Fiscal Year	General Revenues	Total
Thru 2023	-	-
2024 (Est.)	-	-
2025	-	-
2026	-	-
2027	-	-
2028	-	-
2029	-	-
2030	-	-
Beyond	660,000	660,000
Total	660,000	660,000

Impact on Operating Budget

None.

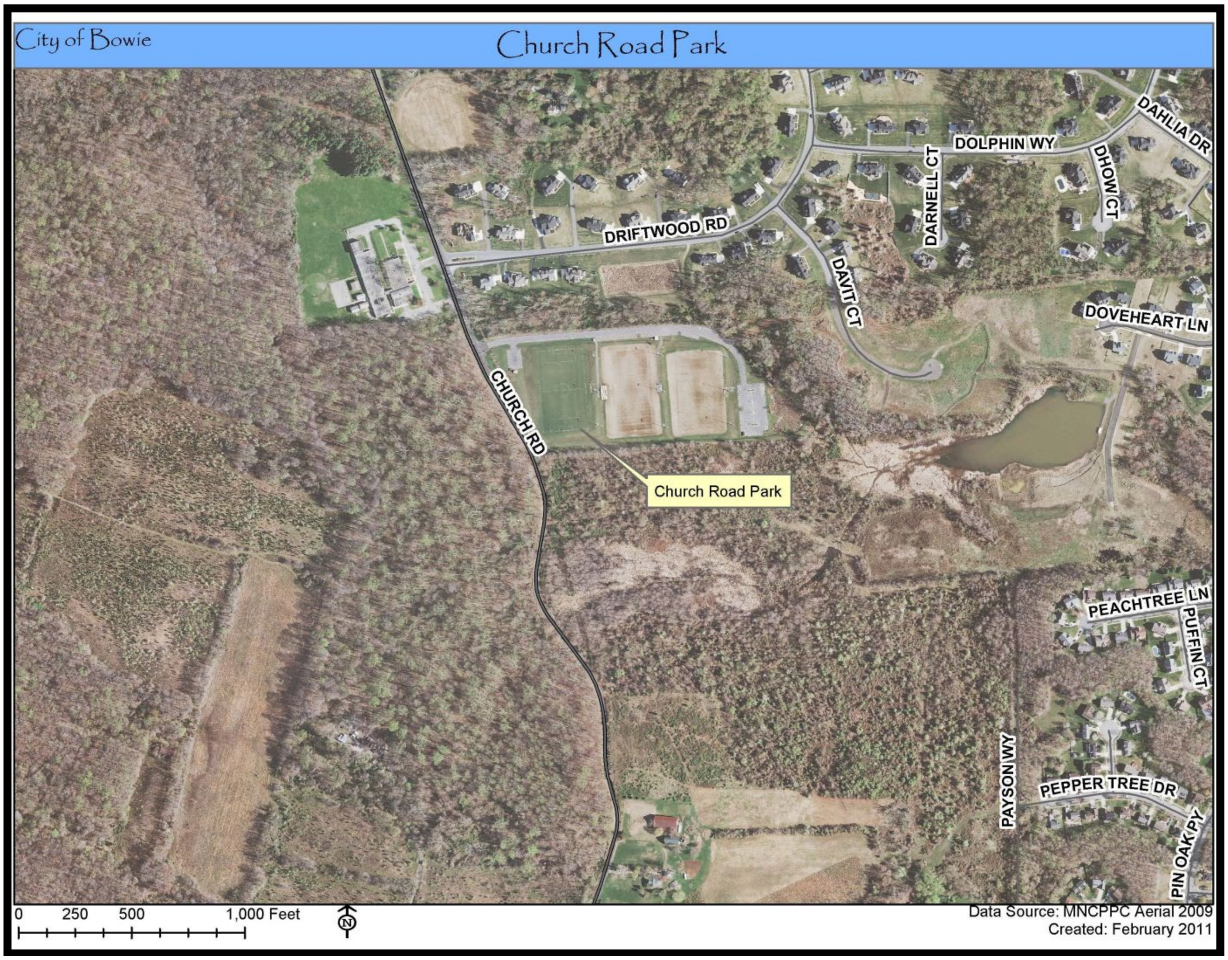
CHURCH ROAD PARK

Project Number: CR-32	Department: Community Services
Fund: Capital Projects Fund	Function: Parks, Culture and Recreation

Description:

Church Road Park is a 94-acre park that provides a soccer field, football field, and a practice football field as well as acres of woodlands, fields, and open space. The park also has a restroom & concession facility.

Location:



Project Funding for Budget Year 2025: -$0-

Council Action History:

This project was first approved in Fiscal Year 2000.

CHURCH ROAD PARK

Project Number: CR-32	Department: Community Services
Fund: Capital Projects Fund	Function: Parks, Culture and Recreation

Project Cost Summary

Fiscal Year	Expenditure Detail (10536-57015)	Total
Thru 2023		-
2024 (Est.)		-
2025		-
2026		-
2027		-
2028		-
2029		-
2030		-
Beyond	FY2033 Bleacher replacement with press box ($400,000); FY2034 Replacement Athletic Field Lights (Field 2 and 3) ($800,000).	1,200,000
Total		1,200,000

Project Funding Summary

Fiscal Year	General Revenue	Total
Thru 2023	-	-
2024 (Est.)	-	-
2025	-	-
2026	-	-
2027	-	-
2028	-	-
2029	-	-
2030	-	-
Beyond	1,200,000	1,200,000
Total	1,200,000	1,200,000

Impact on Operating Budget

This action provides better control of surface water runoff, prevents degradation problems such as muddiness and will reduce periodic expenditures to correct drainage issues.

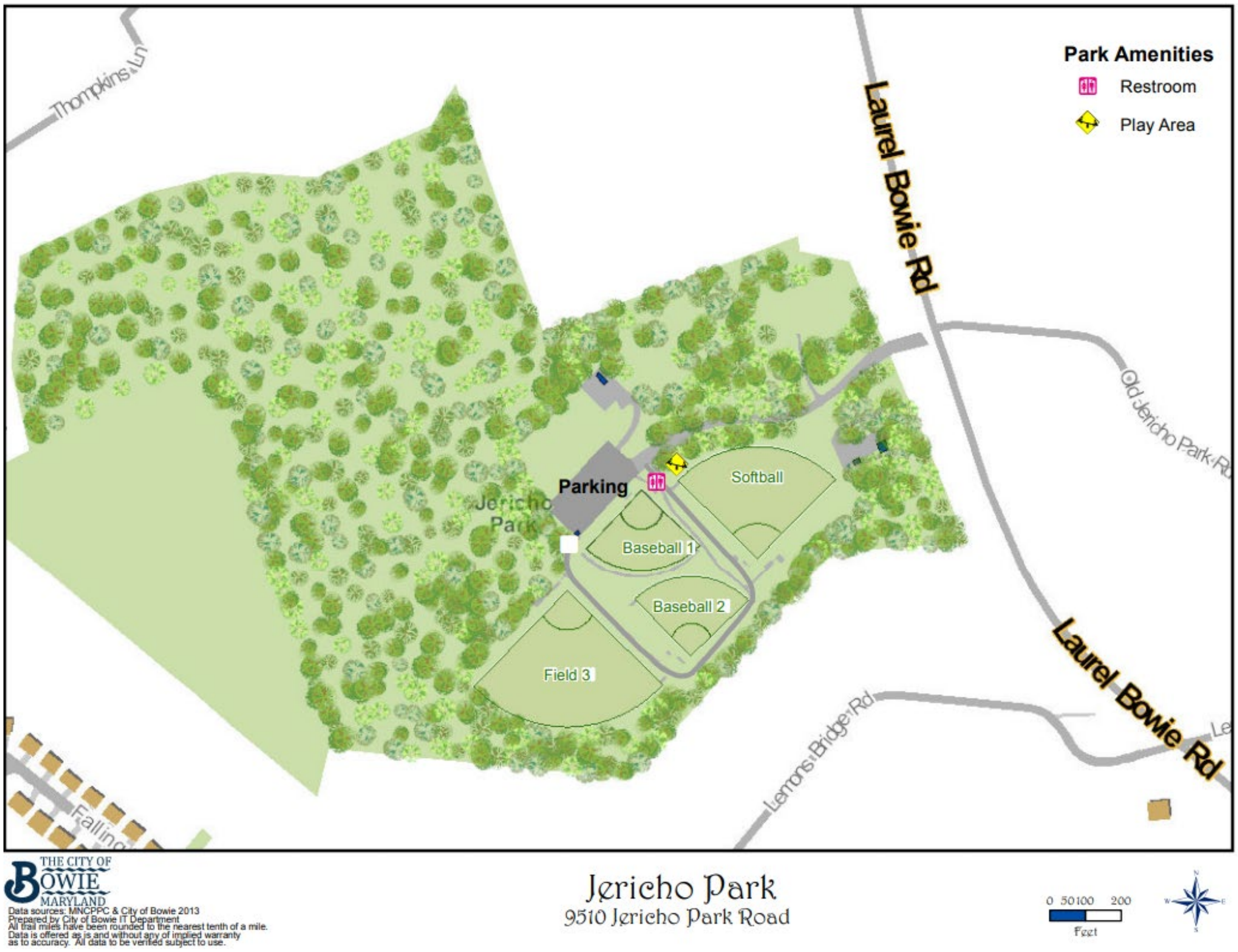
JERICHO PARK

Project Number: CR-33	Department: Community Services
Fund: Capital Projects Fund	Function: Parks, Culture and Recreation

Description:

Jericho Park is a multi-use recreational park with three (3) lighted baseball fields, one (1) lighted softball field, a playground, and trails. This park is located on Rt. 197 just north of Bowie State University.

Location:



Project Funding for Budget Year 2025: -$0-

Council Action History:

This project was introduced in Fiscal Year 2021.

JERICHO PARK

Project Number: CR-33	Department: Community Services
Fund: Capital Projects Fund	Function: Parks, Culture and Recreation

Project Cost Summary

Fiscal Year	Expenditure Detail (10537-57015)	Total
Thru 2023		-
2024 (Est.)		-
2025		-
2026		-
2027		-
2028		-
2029		-
2030		-
Beyond	FY36 - Replacement Athletic Field Lights ($1,200,000); Playground Replacement ($200,000).	1,400,000
Total		1,400,000

Project Funding Summary

Year	General Revenue	Total
Thru 2023	-	-
2024 (Est.)	-	-
2025	-	-
2026	-	-
2027	-	-
2028	-	-
2029	-	-
2030	-	-
Beyond	1,400,000	1,400,000
Total	1,400,000	1,400,000

Impact on Operating Budget

None.

PARKS AND GROUNDS ANNEX (ENTZIAN PROPERTY)

Project Number: CR-34	Department: Community Services
Fund: Capital Projects Fund	Function: Parks, Culture and Recreation

Description:

The City owns property on Rt. 214 (formerly Entzian Property). The property is used as a storage and staging area for the Park & Grounds division. The site contains a combination of storage buildings and barns that are invaluable for the storage of seasonal equipment and hardgoods in a secure location.

Location:

Project Funding for Budget Year 2025: $275,000

Council Action History:

This project was first proposed in Fiscal Year 2003.

PARKS AND GROUNDS ANNEX (ENTZIAN PROPERTY)

Project Number: CR-34	Department: Community Services
Fund: Capital Projects Fund	Function: Parks, Culture and Recreation

Project Cost Summary

Fiscal Year	Expenditure Detail (10538-57015)	Total
Thru 2023	Barn modifications.	44,000
2024 (Est.)		-
2025	AE and installation of new cold storage building.	275,000
2026		-
2027		-
2028		-
2029		-
2030		-
Beyond	FY2031 Cold Storage Building for BPD.	320,000
Total		639,000

Project Funding Summary

Fiscal Year	General Revenue	Total
Thru 2023	44,000	44,000
2024 (Est.)	-	-
2025	275,000	275,000
2026	-	-
2027	-	-
2028	-	-
2029	-	-
2030	-	-
Beyond	320,000	320,000
Total	639,000	639,000

Impact on Operating Budget

The new storage building will minimize repair costs from damage due to inadequate storage facilities for equipment and hardgoods.

BELAIR MANSION

Project Number: CR-40	Department: Community Services
Fund: Capital Projects Fund	Function: Parks, Culture and Recreation

Description:
The Belair Mansion, built circa 1745 and listed on the National Register of Historic Places, offers a look at Bowie's earliest history. The Mansion interprets the lives of residents from 1747-1950.

Location:

Project Funding for Budget Year 2025: -$0-

Council Action History:
This project was authorized in FY2010.

BELAIR MANSION

Project Number: CR-40	Department: Community Services
Fund: Capital Projects Fund	Function: Parks, Culture and Recreation

Project Cost Summary

Fiscal Year	Expenditure Detail (10516-57010)	Total
Thru 2023	Stair upgrades.	92,900
2024 (Est.)		-
2025		-
2026	Construct Memorial Garden; AE, Construction.	220,000
2027	AE for HVAC Replacements AHU1-4 & Boilers ($20,000); Replace gutter membranes ($40,000).	60,000
2028	HVAC Replacement AHU 1-4 & Boilers & Construction Management.	500,000
2029		-
2030		-
Beyond		-
Total		872,900

Project Funding Summary

Fiscal Year	Preventive Maintenance Reserves	General Revenues	Total
Thru 2023	-	92,900	92,900
2024 (Est.)	-	-	-
2025	-	-	-
2026	-	220,000	220,000
2027	-	60,000	60,000
2028	304,400	195,600	500,000
2029	-	-	-
2030	-	-	-
Beyond	-	-	-
Total	304,400	568,500	872,900

Impact on Operating Budget

These corrective actions will reduce repair and maintenance costs associated with maintaining the structural integrity of the building.

BOWIE GOLF COURSE

Project Number: CR-41	Department: Community Services
Fund: Capital Projects Fund	Function: Parks, Culture and Recreation

Description:

The Bowie Golf Course is a 130-acre 18-hole golf course that is managed, run, and maintained by a 3rd party, through a lease agreement with Indigo Golf Partners. This page provides for various course improvements and systems & equipment upgrades required to maintain the course so that it may continue to meet golfers and the City's needs.

Location:

Project Funding for Budget Year 2025: $5,460,000

Council Action History:

This project was first authorized in Fiscal Year 2018.

BOWIE GOLF COURSE

Project Number: CR-41	Department: Community Services
Fund: Capital Projects Fund	Function: Parks, Culture and Recreation

Project Cost Summary

Fiscal Year	Expenditure Detail (10545-57015)	Total
Thru 2023	Various Improvements.	567,300
2024 (Est.)	Tree & Stump Removal ($60,000); Storm Damage Tree and Debris Removal ($40,000).	100,000
2025	Driving Range Renovation including new restrooms ($5,400,000); Strategic Tree & Landscape Planting ($60,000).	5,460,000
2026		-
2027	Parking Lot Repaving ($250,000); Strategic Tree and Landscape Plantings ($60,000).	310,000
2028	Demolish condemned clubhouse and complete utility disconnect/relocations.	300,000
2029	Construction Maintenance Building ($2,700,000); Cart Path Replacement ($1,200,000); Strategic Tree & Landscape Plantings ($60,000).	3,960,000
2030		-
Beyond		-
Total		10,697,300

Project Funding Summary

Fiscal Year	General Revenue	Total
Thru 2023	567,300	567,300
2024 (Est.)	100,000	100,000
2025	5,460,000	5,460,000
2026	-	-
2027	310,000	310,000
2028	300,000	300,000
2029	3,960,000	3,960,000
2030	-	-
Beyond	-	-
Total	10,697,300	10,697,300

Impact on Operating Budget

These actions will reduce periodic expenditures to correct drainage issues, recurring manual irrigation expenditures as well as building repair and maintenance costs.

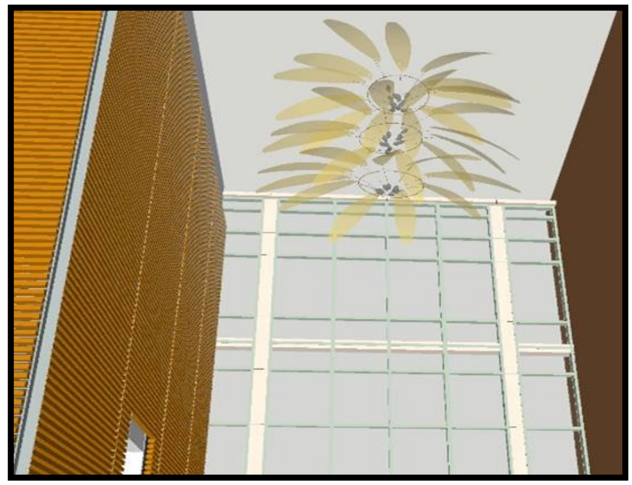
PUBLIC ART

Project Number: CR-42	Department: Community Services
Fund: Capital Projects Fund	Function: Parks, Culture and Recreation

Description:

Support for Public Art is an ongoing effort of the City of Bowie through its Arts Committee that administers the Public Art program. The City adopted a Public Art Master plan in January 2013. This page provides funding for various public art projects throughout the City.

Location:



Project Funding for Budget Year 2025: $25,000

Council Action History:

This project was authorized in FY2007.

PUBLIC ART

Project Number: CR-42	Department: Community Services
Fund: Capital Projects Fund	Function: Parks, Culture and Recreation

Project Cost Summary

Fiscal Year	Expenditure Detail (10544-57015)	Total
Thru 2023	Varius Improvements	1,000
2024 (Est.)	“Bowie” sign on Kenhill Dr. & Rt. 197 ($165,200); Annual Addition. ($15,200).	180,400
2025	Annual Addition.	25,000
2026	Larger Public Art Project to be determined by Arts Committee.	50,000
2027	Annual Addition.	25,000
2028	Annual Addition.	25,000
2029	Annual Addition.	25,000
2030	Annual Addition.	25,000
Beyond		-
Total		356,400

Project Funding Summary

Fiscal Year	General Revenues	Total
Thru 2023	1,000	1,000
2024 (Est.)	180,400	180,400
2025	25,000	25,000
2026	50,000	50,000
2027	25,000	25,000
2028	25,000	25,000
2029	25,000	25,000
2030	25,000	25,000
Beyond	-	-
Total	356,400	356,400

Impact on Operating Budget

None.

Accumulated Balance Summary

Fiscal Year	Additions To Reserves	Reserves Used	Accumulated Balance
Thru 2023	148,150	24,150	250,109
2024 (Est.)	15,200	180,400	84,909
2025	25,000	25,000	84,909

BLACKSOX PARK

Project Number: CR-43	Department: Community Services
Fund: Capital Projects Fund	Function: Parks, Culture and Recreation

Description:

Blacksox Park is a 64-acre park, primarily designed for baseball and softball. The park is divided into two sections, with the ball fields in one section (off Mitchellville Road) and the playground in another section (off Mt. Oak Road). The park offers restrooms as well as a concession facility available for rental. A paved walking trail connects the playground with the athletic fields and to the City's system of hiker/biker trails. The five ball fields are utilized daily for eight months of the year. This page provides for various park improvements and enhancements necessary to maintain the park and to meet the needs of its users

Location:

Project Funding for Budget Year 2025: -$0-

Council Action History:

This project was first authorized in Fiscal Year 2016.

BLACKSOX PARK

Project Number: CR-43	Department: Community Services
Fund: Capital Projects Fund	Function: Parks, Culture and Recreation

Project Cost Summary

Fiscal Year	Expenditure Detail (10522-57015)	Total
Thru 2023		-
2024 (Est.)		-
2025		-
2026		-
2027	Playground replacement.	250,000
2028	Restroom and Concession building roof replacement	30,000
2029		-
2030		
Beyond		-
Total		280,000

Project Funding Summary

Fiscal Year	Preventive Maintenance	General Revenue	Total
Thru 2023	-	-	-
2024 (Est.)	-	-	-
2025	-	-	-
2026	-	-	-
2027	-	250,000	250,000
2028	30,000	-	30,000
2029	-	-	-
2030	-	-	-
Beyond	-	-	-
Total	30,000	250,000	280,000

Impact on Operating Budget

None.

BOWIE RAILROAD MUSEUM

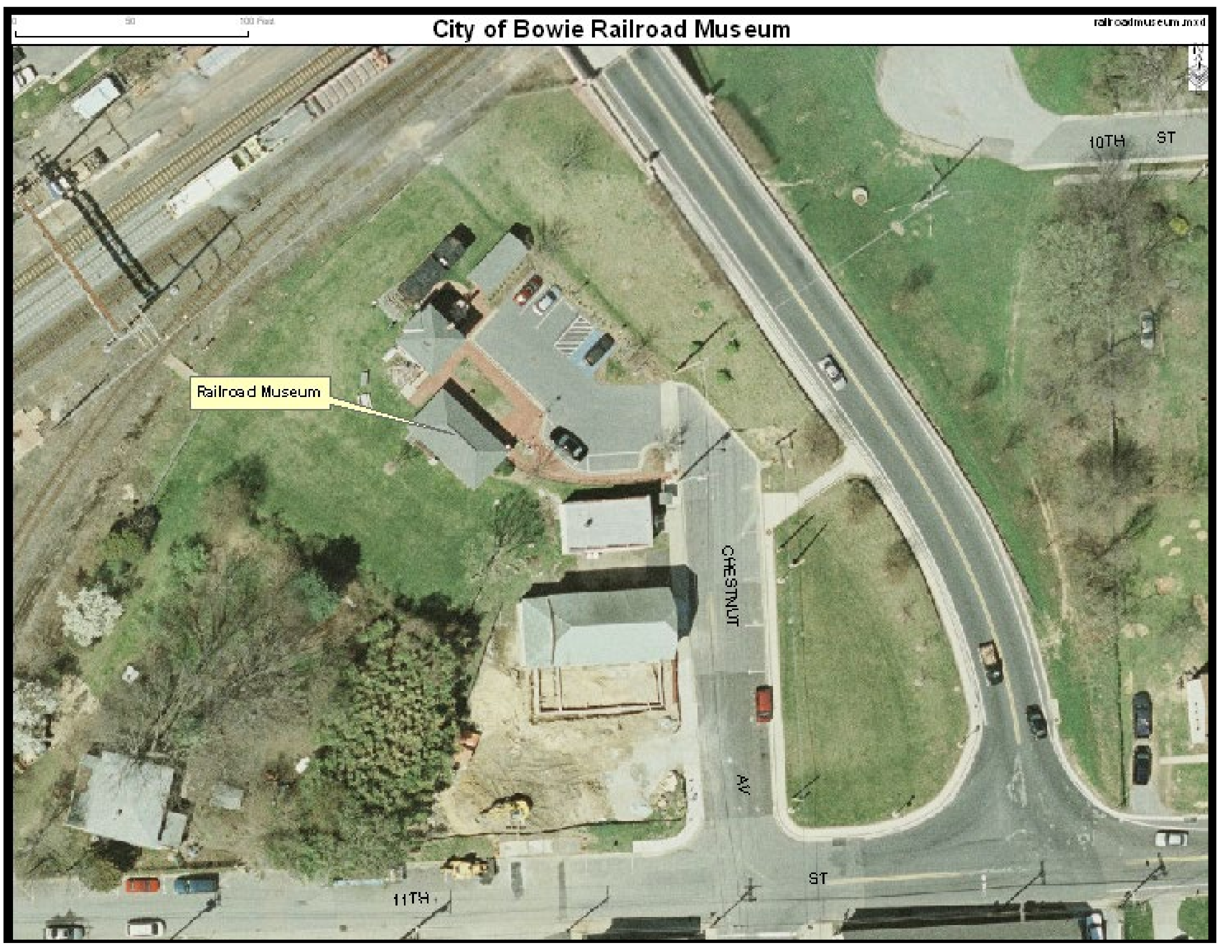
Project Number: CR-46	Department: Planning
Fund: Capital Projects Fund	Function: Parks, Culture and Recreation

Description:

The Bowie Railroad Museum opened in 1994, after being moved and restored. It was joined, in 2006, by the restoration of the 1926 Bowie Building Association structure next door as the “Old Town Bowie Welcome Center and Museum”. Today’s Railroad Museum Campus, consisting of the Railroad Depot, Welcome Center, Tower, Caboose and Shed, depicts Bowie’s earliest modern history as a railroad village.

The capital improvements planned include maintenance and repairs to HVAC systems and roofing, and implementation of several exterior improvements to substantially expand the experience for visitors.

Location:



Project Funding for Budget Year 2025: $718,600

Council Action History:

This project was proposed in FY2013.

BOWIE RAILROAD MUSEUM

Project Number: CR-46	Department: Planning
Fund: Capital Projects Fund	Function: Parks, Culture and Recreation

Project Cost Summary

Fiscal Year	Expenditure Detail (10199-57010)	Total
Thru 2023		-
2024 (Est.)	Design of railroad museum improvements.	61,400
2025	Implementation and construction of railroad museum improvements.	718,600
2026		-
2027		-
2028		-
2029		-
2030		-
Beyond	FY2045 Roof Replacements (all buildings).	30,000
Total		810,000

Project Funding Summary

Fiscal Year	Preventive Maintenance	General Revenues	Total
Thru 2023	-	-	-
2024 (Est.)	-	61,400	61,400
2025	-	718,600	718,600
2026	-	-	-
2027	-	-	-
2028	-	-	-
2029	-	-	-
2030	-	-	-
Beyond	30,000	-	30,000
Total	30,000	780,000	810,000

Impact on Operating Budget

Additional repair and maintenance costs will be incurred after implementing the project.

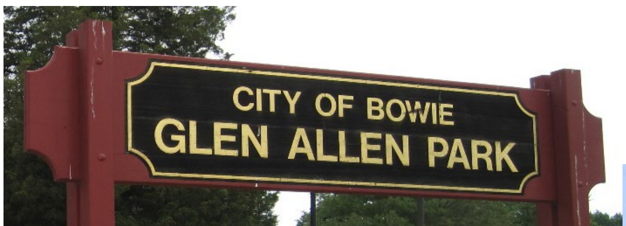
GLEN ALLEN PARK

Project Number: CR-48	Department: Community Services
Fund: Capital Projects Fund	Function: Parks, Culture and Recreation

Description:

Glen Allen Pond Park is 9-acre park with two tennis courts, a softball field, a soccer field, youth soccer field, and a children's play area with a family picnic pavilion. This page provides for various park improvements and enhancements necessary to maintain the park and to meet the needs of its users.

Location:



Project Funding for Budget Year 2025: -$0-

Council Action History:

None.

GLEN ALLEN PARK

Project Number: CR-48	Department: Community Services
Fund: Capital Projects Fund	Function: Parks, Culture and Recreation

Project Cost Summary

Fiscal Year	Expenditure Detail (10524-57015)	Total
Thru 2023		
2024 (Est.)	Renovate Tennis courts.	55,000
2025		-
2026		-
2027		-
2028		-
2029		-
2030		-
Beyond	FY43 Renovate playground.	400,000
Total		455,000

Project Funding Summary

Fiscal Year	General Revenue	Total
Thru 2023	-	-
2024 (Est.)	55,000	55,000
2025	-	-
2026	-	-
2027	-	-
2028	-	-
2029	-	-
2030	-	-
Beyond	400,000	400,000
Total	455,000	455,000

Impact on Operating Budget

None.

INDOOR COURT FACILITY

Project Number: CR-49	Department: Community Services
Fund: Capital Projects Fund	Function: Parks, Culture and Recreation

Description:

A new multi-sport court-based facility spanning 61,400 square feet is in the works for Allen Pond Park. Anticipated features include five hardwood basketball courts, along with dedicated space for pickleball, volleyball, an elevated walking track, and various other court-based activities.

Location:

Project Funding for Budget Year 2025: -$0-

Council Action History:

This project was first approved in Fiscal Year 2019.

INDOOR COURT FACILITY

Project Number: CR-49	Department: Community Services
Fund: Capital Projects Fund	Function: Parks, Culture and Recreation

Project Cost Summary

Fiscal Year	Expenditure Detail (10548-57015)	Total
Thru 2023		-
2024 (Est.)		-
2025		-
2026	AE, Permitting and PM for New Indoor Court facility at Church Road site	2,000,000
2027		-
2028	Construction of new Court Facility at Church Road.	20,000,000
2029		-
2030		-
Beyond		-
Total		22,000,000

Project Funding Summary

Fiscal Year	General Obligation Bonds	General Revenues	Total
Thru 2023	-	-	-
2024 (Est.)	-	-	-
2025	-	-	-
2026	-	2,000,000	2,000,000
2027	-	-	-
2028	20,000,000	-	20,000,000
2029	-	-	-
2030	-	-	-
Beyond	-	-	-
Total	20,000,000	2,000,000	22,000,000

Impact on Operating Budget

None.

BOWIE TRAILS

Project Number: CR-51	Department: Public Works
Fund: Capital Projects Fund	Function: Parks, Culture and Recreation

Description:

The City completed an inventory and condition rating of the City's hiker-biker trail system. A listing has been prepared of trails in need of repair/ This is an ongoing program to maintain, repair and safety modifications to the City's Hiker/Biker trails.

The 2005 Bowie and Vicinity Master Plan recommended an off-road pedestrian trail connection between Old Town Bowie and the MARC train station at Bowie State University. The City's Walkable Communities program, endorsed by City Council in 2006, recommended pedestrian improvements throughout Old Town Bowie. In November 2008, City Council passed Resolution R-78-08 approving a series of recommendations for the Old Town Bowie Trail System, updating the 2003 City Trails Master Plan. The Bowie Heritage concept was finalized through a series of community meetings held in 2009. The highest priority segment of The Bowie Heritage Trail system is the segment between 12th Street and 10th Street (Segment C or Phase 1), using the unimproved Railroad Avenue right-of way.

The City of Bowie's Trails Master Plan was originally approved in 2002 and it has been used to guide the City's Capital Improvement Program, grant applications and several revisions to City standards. An interim update occurred in 2008 when the Bowie Heritage Trail system was endorsed by the City Council. More recently, the City's 2016 Sustainability Plan targeted two new specific goals- to improve the City's walkability and expand biking, hiking and walking trails as part of a safe interconnected trail network. The City funded the update to the Trails Master Plan to address these goals and to set new priorities for future capital improvement projects to help achieve the goals. Updating the City Trails Master Plan presented an opportunity to address current issues and the needs of the trail system's users.

The City Council approved the Trails Master Plan on September 16, 2019 through approval of Council Resolution R-70-19. The Trails Master Plan sets a vision, goals and priorities for the City's trail network. In addition, the Plan identifies a recommended trail network and makes trail system design recommendations. The primary Trail Network will be created utilizing a combination of existing on-and off-road pedestrian and bicycle facilities to form a north-south spine referred to as Bowie-Byway. The Trails Master Plan recommends first establishing the Bowie Byway and then enhancing the route over time to improve the overall trail experience. An important purpose of the Trails Master Plan is to prioritize projects for inclusion in the City's Capital Improvement Program.

Location:

Various.

Project Funding for Budget Year 2025: $575,100

Council Action History:

This project was first approved in Fiscal Year 1999. Heritage Trail -The Council approved this project through R-78-08 in November 2008. Trails Master Plan - This project was first introduced in Fiscal Year 2021.

BOWIE TRAILS

Project Number: CR-51	Department: Public Works
Fund: Capital Projects Fund	Function: Parks, Culture and Recreation

Project Cost Summary

Fiscal Year	Expenditures Detail (10322-57015)	Total
Thru 2023	Various projects	2,223,359
2024 (Est.)	Bituminous trail repairs/replacements along Northview Drive; Jericho Park Trail Segment Third Party Evaluation & Erosion and Control Services ($48,000). Bituminous trail repairs/replacements along Northview Drive ($76,000); Pin Oak Parkway Trail Extension (Design).	124,000
2025	Jericho Park Trail Segment Construction Completion ($371,100); Bituminous trail repairs/replacements along Northview Drive ($75,000); Pin Oak Parkway Trail Extension (Design $129,000).	575,100
2026	Bituminous trail repairs/replacements along Northview Drive ($72,000); Pin Oak Parkway Trail Extension ($20,000).	92,000
2027	Bituminous trail repairs/replacements along Northview Drive; Design Trail Segment Pin Oak to Mt Oak ($86,500); Pin Oak Parkway Trail Extension Construction ($327,000).	413,500
2028	Bituminous trail repairs/replacements along Northview Drive.	86,500
2029		-
2030		-
Beyond		-
Total		3,514,459

Project Funding Summary

Fiscal Year	General Revenues	Total
Thru 2023	2,223,359	2,223,359
2024 (Est.)	124,000	124,000
2025	575,100	575,100
2026	92,000	92,000
2027	413,500	413,500
2028	86,500	86,500
2029	-	-
2030	-	-
Beyond	-	-
Total	3,514,459	3,514,459

Impact on Operating Budget

While a part of this project will create new trails to be maintained, a larger part is in itself a performance of long-term maintenance and serves only to preserve existing infrastructure.

CENTENNIAL PARK

Project Number: CR-52	Department: Community Services
Fund: Capital Projects Fund	Function: Parks, Culture and Recreation

Description:

Centennial Park, located behind City Hall, offers 20 acres of recreational space. It features a walking trail, outdoor fitness equipment, a fishable pond, a shade canopy with picnic tables, and concrete board games for play.

Location:

Funding Required for Budget Year 2025: -$0-

Council Action History:

This project was first proposed in Fiscal Year 2022.

CENTENNIAL PARK

Project Number: CR-52	Department: Community Services
Fund: Capital Projects Fund	Function: Parks, Culture and Recreation

Project Cost Summary

Fiscal Year	Expenditure Detail (10549-57015)	Total
Thru 2023		-
2024 (Est.)	Replacement of Outdoor Fitness Equipment at seven (7) fitness stations with modern equipment including park improvements.	150,000
2025		-
2026		-
2027		-
2028		-
2029		-
2030		-
Beyond		-
Total		150,000

Project Funding Summary

Fiscal Year	General Revenues	Total
Thru 2023	-	-
2024 (Est.)	150,000	150,000
2025	-	-
2026	-	-
2027	-	-
2028	-	-
2029	-	-
2030	-	-
Beyond	-	-
Total	150,000	150,000

Impact on Operating Budget

None.

TANGLEWOOD PARK

Project Number: CR-53	Department: Community Services
Fund: Capital Projects Fund	Function: Parks, Culture and Recreation

Description:

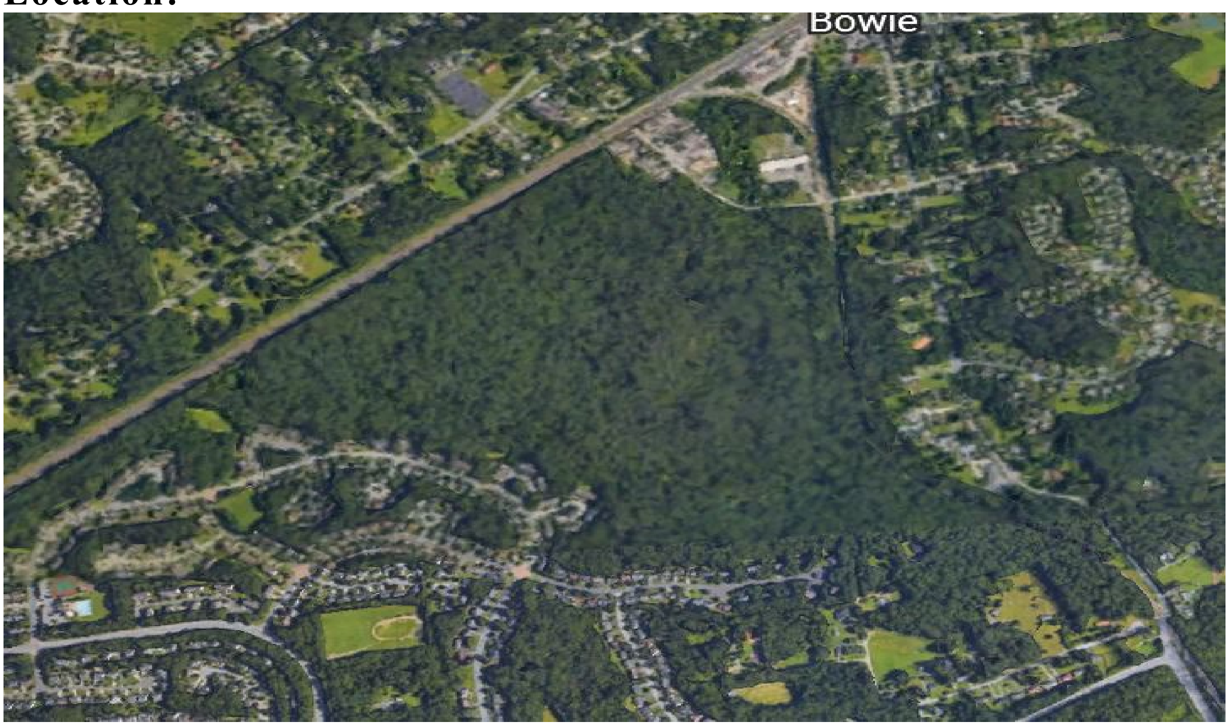
The Tanglewood property consists of approximately 135 acres, bounded by the railroad right-of-way, Zug Road, a stream, and the Northridge subdivision. This site has expansive existing natural trails throughout. The existing trail system requires significant maintenance to be considered safe.

The Tanglewood property represents a significant resource to the City of Bowie in terms of potential public use. The current state of the property, without a clearly defined plan and function, has led to uses that are not compatible with park usage or nearby residential areas.

Examples of past inappropriate uses include; hunting, discharging of weapons, use of motorized dirt bikes, and illegal dumping including vehicles. Concerted effort will need to be made to create synergy between desired uses and security enhancements.

This page provides for various property improvements and enhancements to meet community needs.

Location:



Funding Required for Budget Year 2025: $50,000

Council Action History:

This project was authorized by Council in Fiscal Year 2023.

TANGLEWOOD PARK

Project Number: CR-53	Department: Community Services
Fund: Capital Projects Fund	Function: Parks, Culture and Recreation

Project Cost Summary

Fiscal Year	Expenditure Detail (10551-57015)	Total
Thru 2023		-
2024 (Est.)		-
2025	Trail System Improvements (Benches, waymarking and signage) and ground material (mulch, stone, river rock, etc.).	50,000
2026	Trail System Improvements (Benches, waymarking and signage) and ground material (mulch, stone, river rock).	30,000
2027	Trail System Improvements (Benches, waymarking and signage) and ground material (mulch, stone, river rock).	30,000
2028		-
2029		-
2030	AE for Parking Lot and Trailhead.	150,000
Beyond	FY31: Parking Lot and Trailhead Construction.	150,000
Total		410,000

Project Funding Summary

Fiscal Year	General Revenue	Total
Thru 2023	-	-
2024 (Est.)	-	-
2025	50,000	50,000
2026	30,000	30,000
2027	30,000	30,000
2028	-	-
2029	-	-
2030	150,000	150,000
Beyond	150,000	150,000
Total	410,000	410,000

Impact on Operating Budget

None.

SERENE WAY PARK

Project Number: CR-55	Department: Community Services
Fund: Capital Projects Fund	Function: Parks, Culture and Recreation

Description:

Introducing Serene Park, a forthcoming micro park discreetly tucked away within a once-neglected stretch of road, bridging the gap between the Bowie Annex and Spark Lane. This initiative aims to tackle local apprehensions regarding the misuse of the area by rejuvenating the abandoned asphalt into a lively green haven.

Location:

Project Funding for Budget Year 2025: 20,000

Council Action History:

This project was first authorized in Fiscal Year 2025.

SERENE WAY PARK

Project Number: CR-55	Department: Community Services
Fund: Capital Projects Fund	Function: Parks, Culture and Recreation

Project Cost Summary

Fiscal Year	Expenditure Detail (10553-57015)	Total
Thru 2023		-
2024 (Est.)		-
2025	Master Plan for future neighborhood miniature park on Serene Way	20,000
2026		-
2027		-
2028		-
2029		-
2030		-
Beyond		-
Total		20,000

Project Funding Summary

Fiscal Year	General Revenues	Total
Thru 2023	-	-
2024 (Est.)	-	-
2025	20,000	20,000
2026	-	-
2027	-	-
2028	-	-
2029	-	-
2030	-	-
Beyond	-	-
Total	20,000	20,000

Impact on Operating Budget

None.

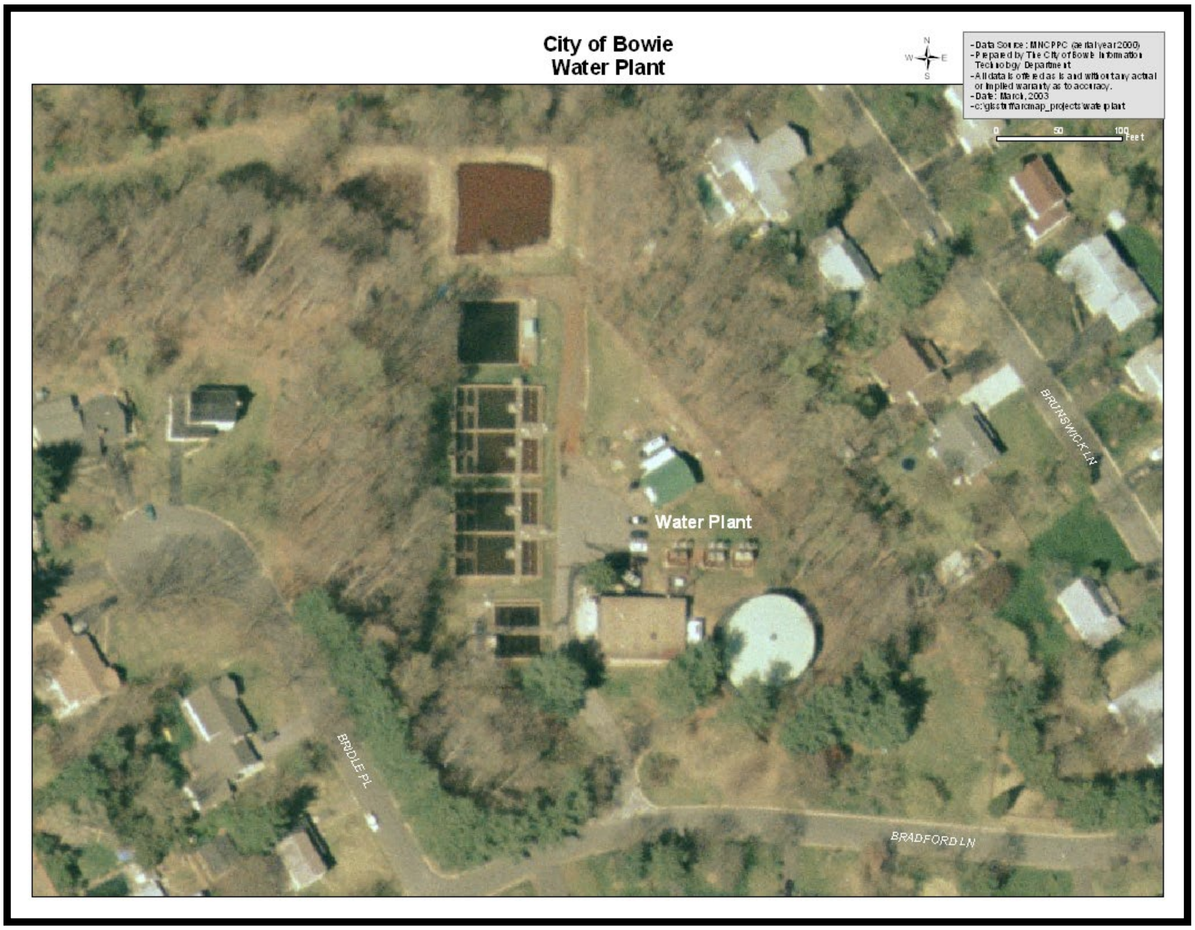
WATER PLANT

Project Number: WS-2	Department: Public Works
Fund: Water and Sewer Fund	Function: Public Works

Description:

This project provides for improvements, recapitalization, and major repairs to the City's water production, storage and distribution infrastructure including the water filtration plant, water wells, storage tanks, distribution piping and valves.

Location:



Project Funding for Budget Year 2025: $2,317,500

Council Action History:

This project was first authorized in Fiscal Year 1998.

WATER PLANT

Project Number: WS-2	Department: Public Works
Fund: Water and Sewer Fund	Function: Public Works

Project Cost Summary

Fiscal Year	Expenditure Detail (20350-57010/57015)	Total
Thru 2023	Various Improvements.	521,100
2024 (Est.)	Filter System Replacement Design($150,000); Low Lift Pump Rehab_Sed. Elec & Control(Finishing Plans $50,000); Aeration System Repair and Upgrade($30,000). Hatch and Ladder Improvement ($25,000); Well 5 replacement($310,000); Filter System Replacement Bid Services ($89,000)	654,000
2025	Filter System Replacement($1,700,000); WTP SCADA Implementation ($550,000); Aeration System Upgrade (60,000); Pavement/Concrete Repairs ($7,500).	2,317,500
2026	Low Lift Pump Rehab_Sed. Elec & Control	1,700,000
2027	Chemical Feed System Rehabilitation and Automation; Sludge Recycle and Removal Replacement; Flocculation and Sediment System Rehabilitation; Backup Lime System Rehabilitation.	880,000
2028	Aeration System Repair and Upgrade (AA county donation) ; Flocculation and Sediment System Rehabilitation.	1,120,000
2029	Aquire easements for water utilities at Freestate and Hilltop Plazas; Priority 2 projects; Priority 3 projects.	5,850,400
2030		-
Beyond		-
Total		13,043,000

Project Funding Summary

Fiscal Year	Commerical Loans	Water and Sewer Revenues	Federal Grant	Total
Thru 2023	-	521,100	-	521,100
2024 (Est.)	-	654,000	-	654,000
2025	1,460,100	857,400	-	2,317,500
2026	-	860,000	840,000	1,700,000
2027	-	880,000	-	880,000
2028	-	1,120,000	-	1,120,000
2029	5,850,400	-	-	5,850,400
2030	-	-	-	
Beyond	-	-	-	-
Total	7,310,500	4,892,500	840,000	13,043,000

Impact on Operating Budget

These improvements serve to maintain and prolong the utility of the existing plant.

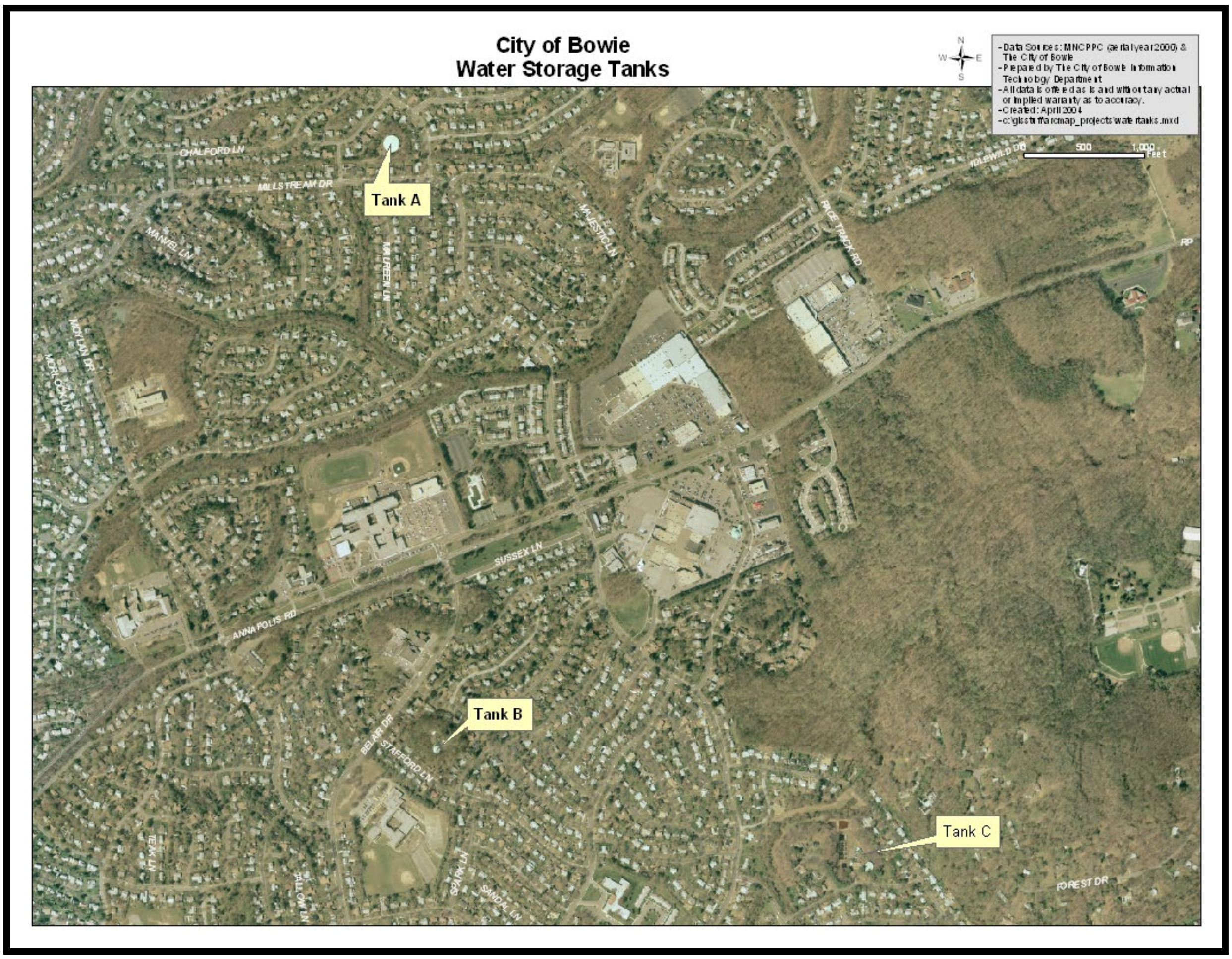
REPAINTING WATER STORAGE TANKS

Project Number: WS-5	Department: Public Works - Water Division
Fund: Water and Sewer Fund	Function: Public Works

Description:

The City has three water storage tanks. Tank at Media Lane has a total capacity of three Million gallons. Tank at Belair Drive and Bradford Lane each has a capacity of 600,000 gallons. The interior and exterior of the tanks require periodic repainting.

Location:



Project Funding for Budget Year 2025: $100,000

Council Action History:

This project was first authorized in Fiscal Year 1994.

REPAINTING WATER STORAGE TANKS

Project Number: WS-5	Department: Public Works - Water Division
Fund: Water and Sewer Fund	Function: Public Works

Project Cost Summary

Fiscal Year	Expenditure Detail (20350-57015)	Total
Thru 2023	Various Projects	767,800
2024 (Est.)		-
2025	Tank Maintenance Program	100,000
2026	Tank Maintenance Program	100,000
2027	Tank Maintenance Program	100,000
2028	Tank Maintenance Program	100,000
2029	Tank Maintenance Program	100,000
2030		-
Beyond		-
Total		1,267,800

Project Funding Summary

Fiscal Year	Water & Sewer Revenues	Total
Thru 2023	767,800	767,800
2024 (Est.)	-	-
2025	100,000	100,000
2026	100,000	100,000
2027	100,000	100,000
2028	100,000	100,000
2029	100,000	100,000
2030	-	-
Beyond	-	-
Total	1,267,800	1,267,800

Impact on Operating Budget

None.

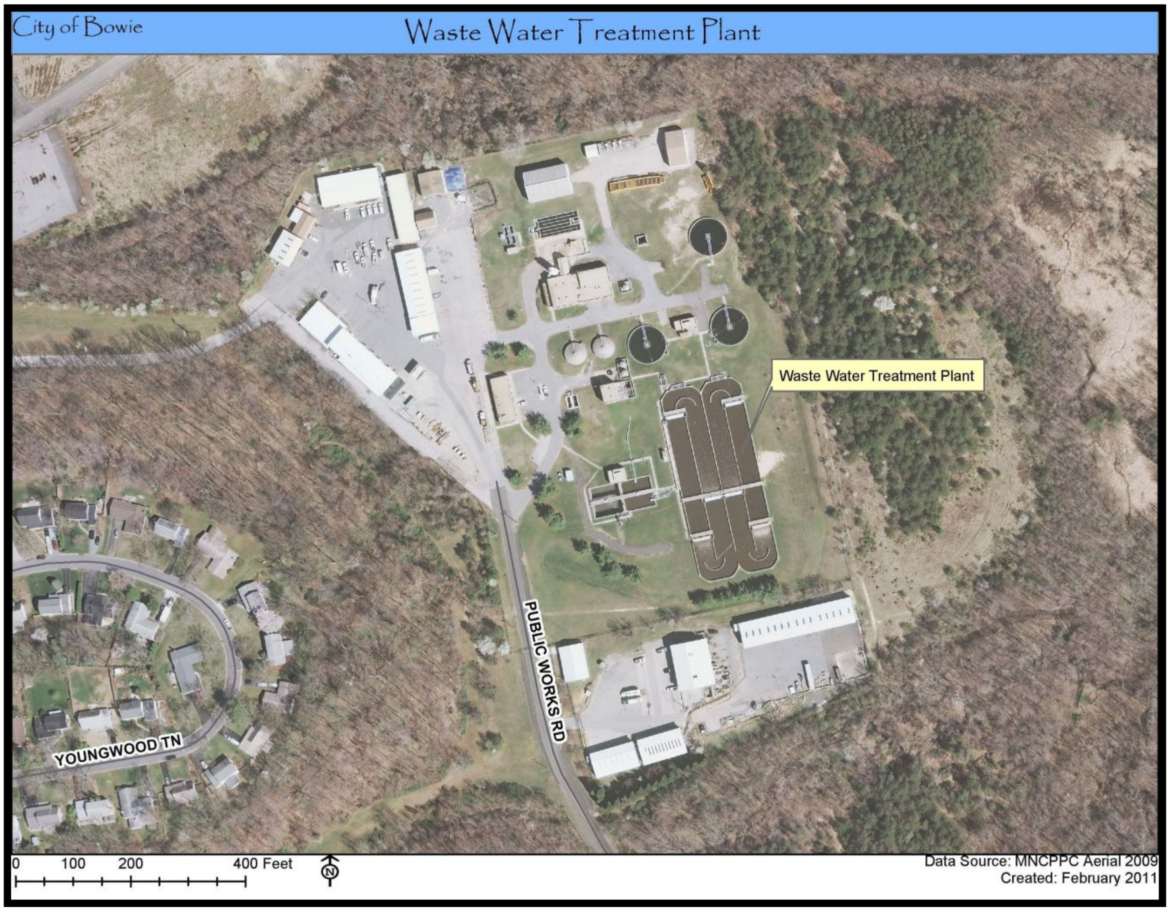
WASTEWATER TREATMENT PLANT

Project Number: WS-8	Department: Wastewater
Fund: Water and Sewer Fund	Function: Public Works

Description:

This project provides for major building renovations and improvements to the Wastewater Treatment Plant.

Location:



Project Funding for Budget Year 2025: $1,609,500

Council Action History:

This project was first authorized in Fiscal Year 1999.

WASTEWATER TREATMENT PLANT

Project Number: WS-8	Department: Wastewater
Fund: Water and Sewer Fund	Function: Public Works

Project Cost Summary

Fiscal Year	Expenditure Detail (20360-57010/57015)	Total
Thru 2023	Various Improvements.	787,600
2024 (Est.)	Sewer lateral replacement ($150,000); RAS-WAS Upgrade ($225,000); WWTP SCADA Implementation ($345,000); WWTP Miscellaneous Equipment Replacement ($80,000); Copper Permit Compliance ($60,000); In-line Monitoring Probes/Implementation ($50,000).	910,000
2025	Sewer lateral replacement ($150,000); RAS-WAS Upgrade ($575,000), Flow Equalization Electrical Upgrade ($630,000); WWTP Miscellaneous Equipment Replacement ($80,000); Pole Barn Cover ($120,000); Copper Permit Compliance ($27,000); Pavement Concrete Repairs ($7,500); Sandblast and Paint P8 ($20,000).	1,609,500
2026	Sewer lateral replacement ($150,000); Sludge, Blower, PW Building Electrical Upgrade; WWTP Miscellaneous Equipment Replacement.	890,000
2027	Sewer lateral replacement ($150,000); WWTP Miscellaneous Equipment Replacement; Pump Station No. 1 Piping Repair; Secondary Clarifier Rehab.	1,380,000
2028	Sewer lateral replacement ($150,000); WWTP Miscellaneous Equipment Replacement; Secondary Clarifier Rehab.	1,230,000
2029		-
2030		-
Beyond		-
Total		6,807,100

Project Funding Summary

Fiscal Year	Commercial Loan	Water & Sewer Revenues	Total
Thru 2023	-	787,600	787,600
2024 (Est.)	-	910,000	910,000
2025	1,609,500	-	1,609,500
2026	890,000	-	890,000
2027	1,380,000	-	1,380,000
2028	1,230,000	-	1,230,000
2029	-	-	-
2030	-	-	-
Beyond	-	-	-
Total	5,109,500	1,697,600	6,807,100

Impact on Operating Budget

These improvements serve mainly to prolong the utility and maintain the efficiency of the existing plant.

WATER DISTRIBUTION SYSTEM RECAPITALIZATION

Project Number: WS-10	Department: Public Works - Water Division
Fund: Water and Sewer Fund	Function: Public Works

Description:

The City of Bowie operates a public water utility that serves approximately 7,900 customers. The water distribution piping suffers from significant corrosion that has caused degradation of water quality and in some cases reduced flow rates.

Water meters need to be updated to simplify meter reading and improve metering accuracy. This multi-year project will complete system hydraulic evaluations needed to validate needed pipe replacements, investigate alternative methods for replacing water mains and ultimately replace approximately 2.1 miles a year of the City's water main in order to improve flows and water quality.

In addition, the project will replace all water service meters with modern meters to simplify meter reading and improve metering accuracy.

Location:

Various.

Project Funding for Budget Year 2025: $3,300,000

Council Action History:

This project was first authorized in Fiscal Year 2018.

WATER DISTRIBUTION SYSTEM RECAPITALIZATION

Project Number: WS-10	Department: Public Works - Water Division
Fund: Water and Sewer Fund	Function: Public Works

Project Cost Summary

Fiscal Year	Expenditure Detail (20350-57010/57015)	Total
Thru 2023	Various Improvements.	5,556,700
2024 (Est.)	Water Main Replacement Construction & Inspection/Management services Part A ($2,400,000) and Meter Replacement ($275,000).	2,675,000
2025	Water Main Replacement Construction & Inspection/Management services Part B	3,300,000
2026	Water Main Replacement Construction & Inspection/Management services	3,500,000
2027	Water Main Replacement Construction & Inspection/Management services	2,100,000
2028	Water Main Replacement Construction & Inspection/Management services	2,100,000
2029	Water Main Replacement Construction & Inspection/Management services	2,100,000
2030	Water Main Replacement Construction & Inspection/Management services	2,100,000
Beyond		-
Total		23,431,700

Project Funding Summary

Fiscal Year	Commercial Loans	Federal Grant	Water & Sewer Revenues	Total
Thru 2023	-	-	5,556,700	5,556,700
2024 (Est.)	-	-	2,675,000	2,675,000
2025	1,600,000	1,700,000	-	3,300,000
2026	3,500,000	-	-	3,500,000
2027	2,100,000	-	-	2,100,000
2028	2,100,000	-	-	2,100,000
2029	2,100,000	-	-	2,100,000
2030	2,100,000	-	-	2,100,000
Beyond	-	-	-	-
Total	13,500,000	1,700,000	8,231,700	23,431,700

Impact on Operating Budget

None.

SEWER MAIN REHABILITATION

Project Number: WS-11	Department: Public Works - Water Division
Fund: Water and Sewer Fund	Function: Public Works

Description:

The City of Bowie Sewer system was installed in the 1960's. The majority of the pipe is terra-cotta, with some cast iron. The sewer line lifecycle is 50 to 100 years. Its line integrity depends on how the pipe was originally installed, what's happened to the ground over time, and what surrounds the sewer mains.

Sewers are designed to collect wastewater from intended sources and convey it downstream due to sewer defects resulting from system aging & structural failure, extraneous water enters the system. These defects include conditions like broken pipe, leaking joints, defective manholes and root infiltration.

The cost of these defects can be enormous; treatment of the extraneous water, back up of the sewer main creating extra maintenance and backups in homes creating hardships to homeowners and claims to the City for cleanup.

Location:

Various Locations.

Project Funding for Budget Year 2025: $1,500,000

Council Action History:

This project was first authorized in Fiscal Year 2025.

SEWER MAIN REHABILITATION

Project Number: WS-11	Department: Public Works - Water Division
Fund: Water and Sewer Fund	Function: Public Works

Project Cost Summary

Fiscal Year	Expenditure Detail (20360-57010/57015)	Total
Thru 2023		-
2024 (Est.)		-
2025	Sewer Pipe Lining Somerset Phase I	1,500,000
2026	Sewer Pipe Lining Somerset Phase II	2,400,000
2027	Sewer Pipe Lining Somerset Phase III	2,200,000
2028	Sewer Pipe Lining Somerset Phase IV	1,300,000
2029		-
2030		-
Beyond		-
Total		7,400,000

Project Funding Summary

Fiscal Year	Water & Sewer Revenues	Total
Thru 2023	-	-
2024 (Est.)	-	-
2025	1,500,000	1,500,000
2026	2,400,000	2,400,000
2027	2,200,000	2,200,000
2028	1,300,000	1,300,000
2029	-	-
2030	-	-
Beyond	-	-
Total	7,400,000	7,400,000

Impact on Operating Budget

None.

APPENDIX

TOTAL PERSONNEL BY DEPARTMENT

	FY2023	FY2024	FY2025
City Manager:			
City Manager	7.0	8.0	8.0
Human Resources	6.0	6.0	6.0
Communications	6.6	6.6	6.6
Business Operations	5.0	5.0	5.0
City Clerk	2.0	2.0	2.0
Emergency Management	2.5	3.0	3.0
Economic Development	2.4	2.4	2.4
Total City Manager	31.5	33.0	33.0
Police Department	86.5	86.5	87.5
Information Technology	17.0	18.0	19.0
Finance	11.8	11.7	12.6
Community Services:			
Community Services	8.0	8.0	8.0
Building Maintenance	13.0	13.0	14.0
Housing Inspection and Code Compliance	9.1	9.1	10.1
Senior Services	14.8	15.0	15.6
Youth Services Bureau	11.9	11.9	11.9
Animal Control	2.0	2.0	2.0
Recreation and Parks	12.6	12.6	12.3
Bowie Playhouse	2.0	2.0	2.3
Parks and Grounds	37.2	37.2	36.2
Ice Arena	9.6	9.6	9.6
Historic Properties	5.4	5.4	5.4
Gymnasium	7.2	7.2	6.8
Total Community Services	132.8	133.0	134.2
Planning	6.0	4.0	4.0
Sustainability	-	2.0	2.0
Public Works:			
Administration	12.3	12.1	12.1
Equipment Maintenance and Garage	4.0	4.0	4.0
Solid Waste	58.0	58.0	58.0
Street Maintenance	28.7	28.7	28.7
Stormwater Management	8.1	8.1	8.1
Total Public Works	111.1	110.9	110.9
Total General Fund	396.7	399.1	403.2
Water and Sewer Fund:			
Billing and Accounting	4.9	5.0	5.1
Water	14.8	14.8	15.8
Wastewater	16.6	16.6	16.6
Total Water and Sewer Fund	36.3	36.4	37.5
Grand Total - City of Bowie	433.0	435.5	440.7

PLAN OF COMPENSATION
(As of July 1, 2024)

X Scale - based on 1,950 hours per year

Grade	Minimum	Midpoint	Maximum
101	26,820	34,866	42,912
102	28,671	37,271	45,872
103	30,649	39,844	49,038
104	32,763	42,592	52,421
105	35,024	45,531	56,038
106	37,442	48,674	59,906
107	40,024	52,031	64,039
108	42,785	55,620	68,457
109	45,738	59,459	73,180
110	48,894	63,561	78,230
111	52,267	67,948	83,627
112	55,874	72,637	89,398
113	59,729	77,648	95,566
114	63,850	83,006	102,161
115	68,257	88,733	109,210
116	72,966	94,855	116,746
117	78,001	101,401	124,802
118	83,383	108,398	133,412
119	89,137	115,876	142,617
120	95,287	123,873	152,458
121	101,861	132,420	162,978
122	108,889	141,557	174,223
123	116,403	151,323	186,244
124	124,434	161,765	199,095
125	133,021	172,928	212,833

Y Scale - based on 2,080 hours per year

Grade	Minimum	Midpoint	Maximum
101	28,609	37,190	45,772
102	30,582	39,756	48,930
103	32,692	42,500	52,307
104	34,947	45,432	55,916
105	37,359	48,566	59,774
106	39,937	51,919	63,899
107	42,692	55,500	68,308
108	45,637	59,329	73,021
109	48,787	63,423	78,059
110	52,154	67,798	83,445
111	55,752	72,478	89,203
112	59,599	77,478	95,358
113	63,710	82,824	101,938
114	68,108	88,540	108,972
115	72,806	94,649	116,490
116	77,830	101,179	124,528

PLAN OF COMPENSATION

(As of July 1, 2024)

Y Scale - based on 2,080 hours per year- Continued:

Grade	Minimum	Midpoint	Maximum
117	83,200	108,160	133,122
118	88,941	115,624	142,306
119	95,079	123,603	152,126
120	101,639	132,130	162,623
121	108,653	141,248	173,843
122	116,149	150,993	185,837
123	124,163	161,412	198,660
124	132,729	172,549	212,369
125	141,889	184,455	227,022

PLAN OF COMPENSATION
(As of July 1, 2024)

Hourly Scale

Grade	Minimum	Midpoint	Maximum
101	13.7537	17.8798	22.0060
102	14.7029	19.1138	23.5244
103	15.7171	20.4325	25.1476
104	16.8017	21.8421	26.8828
105	17.9610	23.3492	28.7376
106	19.2004	24.9603	30.7205
107	20.5252	26.6827	32.8403
108	21.9413	28.5237	35.1062
109	23.4554	30.4920	37.5285
110	25.0737	32.5959	40.1180
111	26.8038	34.8451	42.8862
112	28.6534	37.2493	45.8452
113	30.6303	39.8196	49.0085
114	32.7439	42.5669	52.3902
115	35.0034	45.5044	56.0050
116	37.4185	48.6440	59.8694
117	40.0005	52.0002	64.0004
118	42.7603	55.5885	68.4164
119	45.7109	59.4239	73.1371
120	48.9304	63.5239	78.1837
121	52.2366	67.9076	83.5782
122	55.8408	72.5932	89.3452
123	59.6939	77.6020	95.5099
124	63.8125	82.9563	102.1002
125	68.2158	88.6804	109.1451

PLAN OF COMPENSATION - POLICE OFFICERS

(As of July 1, 2024)

Non Command Officers

Step	PO	PFC	MPO	CPL	SGT
1	59,020	67,445	72,099	77,073	82,392
2	60,908	69,604	74,405	79,539	85,027
3	62,858	71,831	76,787	82,085	87,749
4	64,869	74,130	79,243	84,711	90,557
5	66,945	76,502	81,780	87,422	93,454
6	69,087	78,950	84,397	90,218	96,445
7	71,298	81,476	87,097	93,107	99,531
8	73,579	84,083	89,884	96,085	102,716
9	75,934	86,773	92,761	99,160	106,004
10	78,364	89,550	95,729	102,334	109,395
11	80,872	92,417	98,792	105,608	112,896
12	83,458	95,372	101,953	108,987	116,508
13	86,130	98,425	105,217	112,475	120,236
14	88,886	101,575	108,583	116,074	124,084
15	91,731	104,825	112,058	119,790	128,055

Command Officers

Grade	Minimum	Midpoint	Maximum
Lieutenant	99,739	129,660	159,583
Captain	113,979	148,172	182,365
Deputy Chief	121,843	158,395	194,948
Chief	139,235	181,007	222,778

Regular Positions

		SCHEDULE X		SCHEDULE Y
GRADE	CLASS	37 1/2 Hour Week	CLASS	40 Hour Week
104	4091	Facility Monitor		
	4350	Museum Aide		
105	1032	Security Guard	4830	Building Maintenance Worker
	4411	Community Enhancement Worker	4984	Bus Driver I
			4695	Laborer
			4561	Skating Program Coordinator
			6293	Street Maintenance Worker
			6371	Utilities Service Worker
			6421	Wastewater Plant Maintenance Worker
106			4835	Building Maintenance Worker I
			4240	Gymnasium Supervisor
			7010	Solid Waste Collector
			4120	Theater Technician
107	1181	Office Support Specialist		Building Maintenance Worker II
			4992	Bus Driver II
			4530	Ice Arena Maintenance Supervisor
			4540	Ice Arena Supervisor
			4132	Park Aide
			6296	Street Maintenance Worker, Senior
108	4951	Customer Service Representative	6289	Asst Traffic Sign Technician
	1092	Receptionist	4820	Building Maintenance Mechanic
	4987	Services Program Assistant		Building Maintenance Worker III
			4630	Carpenter Assistant
			6230	Concrete Worker
			4650	Equipment Operator
			4230	Gymnasium Supervisor, Senior
			4685	Laborer, Senior
			7030	Solid Waste Driver
			7020	Solid Waste Driver/Collector
			7021	Solid Waste Driver/Facility Maintenanve Worker
			4121	Theater Technician - Certified
			6545	Wastewater Plant Operator Trainee
			6330	Water Meter Technician
			6450	Water Plant Operator Trainee
109	3070	Accounting Technician I	4682	Apprentice Maintenance Technician
	1031	Business Operations Specialist	6294	Asphalt Crew Leader
			1391	Communication Specialist I
			6295	Concrete Crew Leader
			4633	Crew Leader
			4140	Park Ranger
			4691	Tree Climber
				Utilities Technician I
			6540	Wastewater Plant Operator
			6420	Water Plant Operator
110		Accounting Technician II	1314	Administrative Assistant
	1314	Administrative Assistant/Contract Specialist	1409	Communication Specialist II
		Trainee	4692	Equipment Operator, Senior
	4052	Animal Control Officer Trainee	6291	Equipment Operator, Senior/Street Sweeper
	4412	Code Compliance Officer Trainee	4812	HVAC Apprentice
	4991	Transportation Assistant Supervisor	4581	Ice Arena Facility Assistant
				Maintenance Carpenter
			6350	Pipeline Video Inspector
			1313	Police Officer Trainee
			1302	Public Information Intelligence Specialist
111	3060	Accounting Technician III	4151	Custodial Services Supervisor
	1050	Executive Office Associate	1050	Executive Office Associate
	5041	GIS Specialist	4820	HVAC Mechanic I
	4340	Museum Curator	6560	Lab Technician
	4330	Museum Manager	4660	Maintenance Carpenter II
	1380	Police Personnel Associate	4822	Plumber I
	1311	Police Property/Evidence Manager	1171	Studio Technical Specialist
	4990	Services Information & Referral Specialist	4110	Theater Technical Director
			6290	Traffic/Sign Technician
				Utilities Technician II
			6550	Wastewater Plant Operator, Certified
			6440	Water Plant Operator, Certified

Regular Positions

GRADE	CLASS	SCHEDULE X 37 1/2 Hour Week	CLASS	SCHEDULE Y 40 Hour Week
112	3031	Accountant I	1393	Communication Specialist III
	1317	Administrative Specialist	4811	HVAC Mechanic II
	4050	Animal Control Officer		Maintenance Carpenter III
	1163	Audio/Visual Specialist	1305	Parking Enforcement Officer
		Building Permit and Code Compliance Specialist	4680	Parks Equipment Maintenance Technician
	4410	Code Compliance Officer I	4823	Plumber II
	1132	Human Resources Generalist I	6280	Street & Stormwater Drain Inspector
	5042	I.T. Operations Coordinator	4111	Theater Technical Director - Certified
	3051	Payroll Specialist	6110	Vehicle Maintenance Technician
	4989	Transportation Supervisor		
	3061	Utility Billing Specialist		
	4988	Wellness Coordinator		
113	4051	Animal Control Officer II	6151	Assistant Vehicle Maintenance Superintendent
	1111	Assistant City Clerk	4220	Assistant Gymnasium Manager
	4413	Code Compliance Officer II	4521	Assistant Ice Arena Manager
	1089	Communication Analyst I	4640	Community Forrester
	4961	Community Coordinator		Contract/Permit Specialist Trainee
	6050	Contracts/Permit Specialist	4813	HVAC Mechanic III
	6060	Contracts/Permit/Cost Estimates Specialist		Ice Arena Program Coordinator
	5030	Technology Specialist	4621	Park Maintenance Supervisor
			4150	Park Operations Supervisor
			4824	Plumber III
			4622	Stormwater Management Supervisor
			6051	Street Light Specialist
			6290	Traffic/Sign Shop Supervisor
			6370	Utilities Supervisor Certified
114	3032	Accountant II	4621	Assistant Parks and Grounds Superintendent
	1161	Broadcast Specialist	7050	Assistant Solid Waste Superintendent
	4416	Code Compliance Officer III	6220	Assistant Street Maintenance Superintendent
	1090	Communication Analyst II	6361	Assistant Utilities Superintendent
	1301	Crime Scene Manager	4835	Assistant Building Maintenance Superintendent
	5051	Digital Applications Specialist I	4820	Building Maintenance Mechanic, Senior
	1101	Emergency Management Specialist	6221	Business Mgr./Asset Management Specialist
	1041	Executive Office Manager	6281	Chief Street & Stormwater Drain Inspector
	4930	Family Counselor		Contract/Permit Specialist I
	3040	Financial/Budget Specialist	6150	Vehicle Maintenance Technician Superintendent
	5043	Help Desk Lead (Network Infastructure Division)		
	1133	Human Resource Generalist II		
	4181	Park Operations Assistant Manager		
	1380	Police Personnel Specialist		
	4960	Prevention Coordinator		
	1302	Public Information and Intelligence Specialist		
	4985	Senior Services, Assistant Manager		
	2071	Sustainability Planner		
	5031	System Administrator		
		Telecom Administrator		
	2020	Transportation Specialist I		
	5032	Telecom Administrator		
115	5070	GIS Program Manager		Contract/Permit Specialist II
	1061	Grants Writer		
	4408	Code Compliance Assistant Manager		
116	3050	Accounting Technician Supervisor	6520	Assistant Wastewater Plant Superintendent
	4030	Community Outreach Program Manager	6080	Branch Business Manager/Lead Contract Specialist
	4932	Family Counselor II	4810	Building Maintenance Superintendent
	4311	Historic Properties Manager	6410	Chief Water Plant Operator
	1141	Human Resources Generalist III	4210	Gymnasium Manager
	5090	Network Administrator	4510	Ice Arena Manager
	4180	Park Operations Manager	6561	Maintenance Manager
	4986	Senior Services Manager	4610	Parks & Grounds Superintendent
	4170	Special Events Coordinator/Facility Manager	7040	Solid Waste Superintendent
	1102	Emergency Management Specialist, Senior	6210	Street Maintenance Superintendent
			6360	Utilities Superintendent

CLASSIFICATION PLAN

Regular Positions

		SCHEDULE X		SCHEDULE Y
GRADE	CLASS	37 1/2 Hour Week	CLASS	40 Hour Week
117	3030	Accountant III	6410	Assistant Water Plant Superintendent
	2060	Business Retention Specialist	1390	Communications Supervisor
	1110	City Clerk		
	4409	Code Compliance Manager		
	5050	Digital Applications Specialist II		
	1062	Grants Manager		
	1144	Human Resources Administrator		
	4160	Project Manager		
	1033	Project Manager - HCD		
	6075	Public Works Project Manager		
	1120	Risk Manager		
		Senior Planner		
	2020	Transportation Specialist II		
	2070	Watershed Manager		
118	7052	Chief Contract Officer	6510	Wastewater Plant Superintendent
	3031	Lead Accountant	6430	Water Plant Superintendent
	2072	Sustainability Manager		
	4920	Youth Services Assistant Director		
119	1110	City Clerk	1309	Police Lieutenant
	5060	Digital Infrastructure and Innovation Manager		
	5033	Systems Architect		
120	1080	Director, Communications		
	1071	Director, Office of Grants		
	4970	Director, Youth Services		
	6070	Engineering Superintendent		
121	4020	Assistant Director, Community Services	1312	Police Captain
	5080	Assistant Director, Information Technology		
	1030	Director, Business Operations		
	2050	Director, Economic Development		
	1100	Director, Emergency Management		
	1142	Director, Human Resources		
122	3020	Assistant Director, Finance	1303	Deputy Chief of Police
	6020	Assistant Director, Public Works		
123	4010	Director, Community Services		
	5010	Director, Information Technology		
	2010	Director, Planning and Sustainability		
124	3010	Director, Finance	1300	Chief of Police
	6010	Director, Public Works		
125	1020	Assistant City Manager		

Seasonal & Temporary Positions

Grade		Hourly Wage	CLASS	Position
A		$13.7537/hr.	1201	Work Study
B		$13.7537/hr.	4241	Gymnasium Attendant
			4570	Ice Arena Attendant
			4191	Park Attendant
Y-102		$14.7029/hr.	4550	Ice Arena Equipment Operator
X-102		$14.7029/hr. As Required	2041	Interns

CITY OF BOWIE, MARYLAND
DEMOGRAPHIC AND ECONOMIC STATISTICS
LAST TEN FISCAL YEARS

Fiscal Year	Population	Personal Taxable Income[5]	Per Capita Income[8]	Median Age[3]	Educational Level[3]	School Enrollment[1]	Unemployment Rate[6]
2014	56,014 [2]	$ 1,425,223,764	$ 43,164	39.2	14.6	8,160	5.5%
2015	55,872 [2]	1,591,735,865	43,242	39.5	14.7	7,931	4.6
2016	56,143 [2]	1,635,418,274	43,692	39.6	14.7	8,151	3.7
2017	56,148 [2]	1,690,480,213	44,400	40.4	14.8	7,765	3.7
2018	58,859 [2]	1,625,979,193	45,643	41.0	14.8	7,884	3.8
2019	58,862 [7]	1,837,597,583	46,396	41.4	14.8	7,957	3.5
2020	58,643 [7]	1,910,847,665	46,698	42.6	14.8	8,074	9.3
2021	58,643 [7]	1,840,618,114	49,215	42.7	14.8	8,638	6.9
2022	58,329 [7]	1,961,860,290	53,674	42.7	14.8	7,839	4.6
2023	57,644 [7]	[4]	55,268	42.9	14.9	8,018	1.5

1. Prince George's County Board of Education.
2. Estimate from City of Bowie Department of Planning and Community Development.
3. American Community Survey
4. 2023 information not available.
5. State of Maryland provides Net Taxable Income data.
6. Maryland Department of Labor, Career and Workforce.
7. US Census.gov
8. Department of Labor - CPI for All urban consumers (CPI-U) table

Source: Comprehensive Annual Financial Report Year Ended June 30, 2023

CITY OF BOWIE, MARYLAND
ASSESSED VALUE AND ESTIMATED ACTUAL VALUE OF TAXABLE PROPERTY
LAST TEN FISCAL YEARS
(amounts expressed in thousands)

Fiscal Year	Real Property: Residential Property	Real Property: Commercial Property	Personal Property [(1)]	Less: Tax-Exempt Property	Total Taxable Assessed Value	Estimated Total Actual Value
2014	$ 5,258,303	$ 945,435	$ 186,961	$ 288,011	$ 6,102,688	$ 6,301,168
2015	5,374,921	935,248	192,712	259,580	6,243,301	6,373,317
2016	5,581,464	939,725	181,658	268,281	6,434,566	6,592,698
2017	5,745,993	1,017,060	201,303	282,648	6,681,708	6,818,193
2018	5,946,548	1,053,182	196,003	280,449	6,915,284	7,060,656
2019	6,144,473	1,134,725	203,103	307,914	7,174,387	7,363,742
2020	6,428,207	1,129,240	219,761	323,580	7,453,628	7,637,053
2021	6,732,736	1,157,790	167,292	339,429	7,718,389	7,910,085
2022	7,032,583	1,196,603	225,805	339,493	8,115,498	8,303,291
2023	7,362,801	1,234,387	225,236	402,346	8,420,078	8,649,391

Note: Real property is assessed on a triennial basis.
(1) Assessed value and estimated actual for Personal Property are equal.

Source: Comprehensive Annual Financial Report for Fiscal Year Ended June 30, 2023

CITY OF BOWIE, MARYLAND
PRINCIPAL PROPERTY TAXPAYERS
FISCAL YEAR ENDED JUNE 30, 2023

Name	Type of Business	Assessed Value	Percent of Total Assessed Value
Maryland Science and Technology	Commercial Leasing	$ 124,334,330	1.44 %
Governors Green Apartments LLC	Apartment Rental	98,705,000	1.14
Bowie Mall Company LLC	Shopping Center	86,140,350	1.00
Bowie 348 Owner LLC (Elder Oaks)	Apartment Rental	68,782,760	0.80
New Market Free State LLC	Shopping Center	63,648,400	0.74
BE Harmony LLC	Apartment Rental	63,277,200	0.73
Heather Ridge Apts	Apartment Rental	60,725,600	0.70
BE Bowie Residential LLC	Shopping Center	51,043,100	0.59
Hilltop Borrower LLC (Storch Hannah)	Shopping Center	48,400,600	0.56
Collington Plaza Inc.	Shopping Center	29,702,900	0.34
	Total	$ 694,760,240	8.04 %

Source: Comprehensive Annual Financial Report for Fiscal Year Ended June 30, 2023

CITY OF BOWIE, MARYLAND
PRINCIPAL EMPLOYERS
FOR FISCAL YEAR 2023

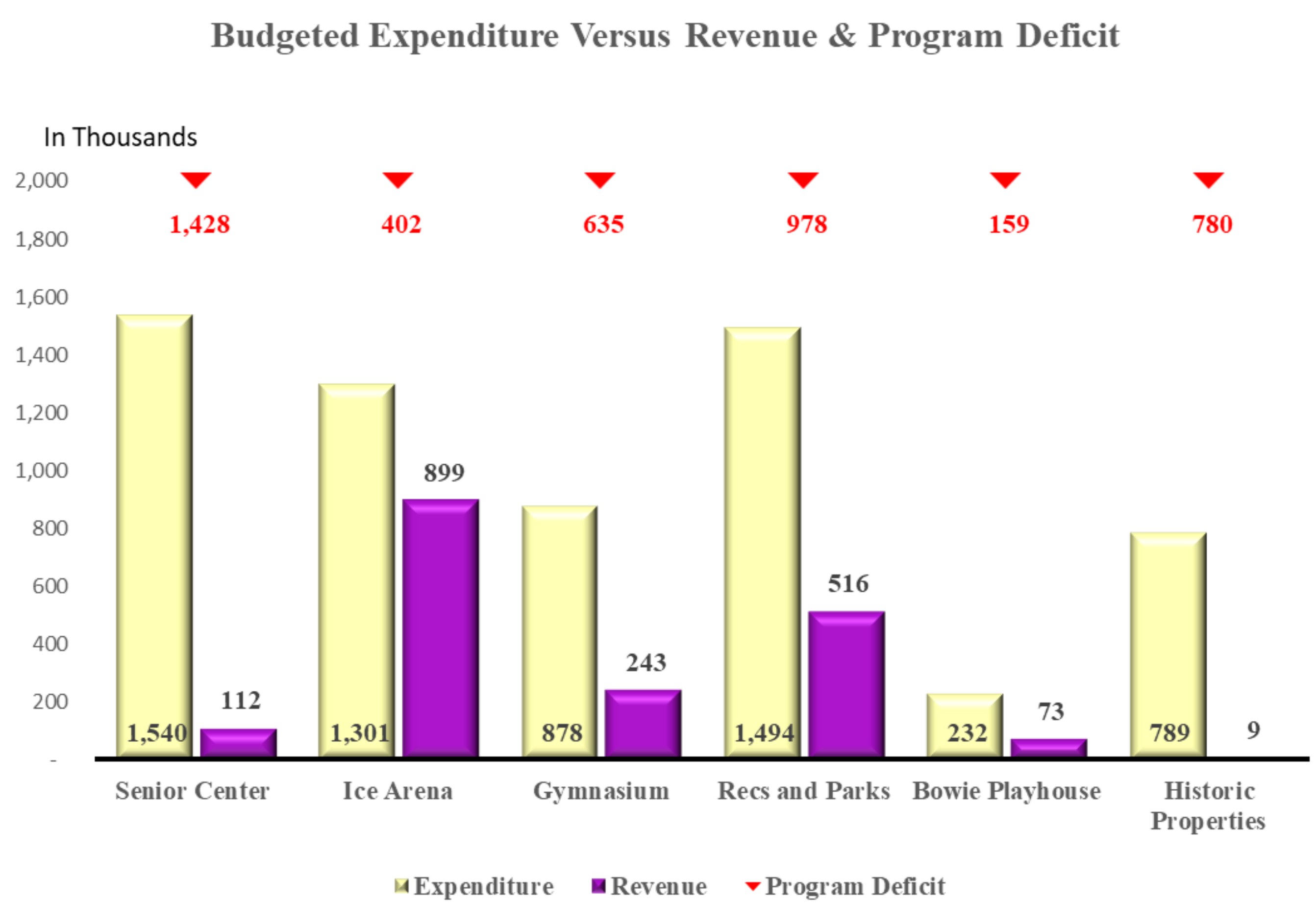
Employer	Employees	Percentage of Total City Employment
Prince George's County Public Schools	1,040	4.11%
Inovalon (Formerly MedAssurant)	713	2.82
City of Bowie	433	1.71
Giant Food Inc	318	1.26
Wal-Mart	220	0.87
FTI Consulting	212	0.84
US Census Bureau Computer Facility	200	0.79
Home Depot	182	0.72
P.G. County Public Safety Comm Control (911 Call)	165	0.65
Target	156	0.62
	3,639	14.39%

Source: Comprehensive Annual Financial Report for Fiscal Year Ended June 30, 2023

FACILITY COST RECOVERY ANALYSIS

FACILITY COST RECOVERY ANALYSIS FOR FY2025

Revenues	Senior Center	Ice Arena	Gymnasium	Recs and Parks	Bowie Playhouse	Historic Properties
Direct Facility Usage Fees/Rentals	6,500	898,600	243,400	259,400	73,000	-
Donations - Senior Program	105,000	-	-	-	-	-
Rental - Cell Tower Leases	-	-	-	256,600	-	-
Rental Belair Mansion	-	-	-	-	-	3,000
Museum Shops	-	-	-	-	-	4,000
Donations - Friends of Belair	-	-	-	-	-	2,000
Total Revenue	**111,500**	**898,600**	**243,400**	**516,000**	**73,000**	**9,000**
Expenditures						
Salaries and Wages	898,100	612,700	465,900	799,700	116,900	316,000
Fringe Benefits	246,000	169,000	123,200	253,400	21,300	80,700
Contractual Services	230,000	440,600	241,500	370,600	82,100	335,300
Commodities	163,800	74,200	46,900	70,000	11,900	39,500
Other Charges	1,600	4,200	600	500	-	2,000
Capital Outlay	-	-	-	-	-	15,000
Total Expenditures	**1,539,500**	**1,300,700**	**878,100**	**1,494,200**	**232,200**	**788,500**
Excess/Deficit	▼ $(1,428,000)	▼ $(402,100)	▼ $(634,700)	▼ $(978,200)	▼ $(159,200)	▼ $(779,500)
% of Rev. to Exp. FY2025	**7.24%**	**69.09%**	**27.72%**	**34.53%**	**31.44%**	**1.14%**
Targeted Revenue (75% of Expenditures)	**1,154,625**	**975,525**	**658,575**	**1,120,650**	**174,150**	**591,375**
Revenue "short" of targeted Re	**1,043,125**	**76,925**	**415,175**	**604,650**	**101,150**	**582,375**
% of Rev. to Target Rev.	9.66%	92.11%	36.96%	46.04%	41.92%	1.52%



GLOSSARY

ACRONYMS and INITIALISMS

ADA - Americans with Disabilities Act. Several Capital Improvement Projects have been undertaken in order to comply with this federal legislation.

BRAVA - Bowie Regional Arts Vision Association.

BTC - Bowie Town Center, formerly known as Bowie New Town Center.

CARES – The Coronavirus Aid, Relief and Economic Security Act.

CDBG - Community Development Block Grant. The City is an entitlement community regarding this Federal grant program and provides administration for this program.

CIP - Capital Improvement Program - A six-year plan, which Council adopts in the form of a Resolution, to authorize improvement or acquisition projects.

COG - Council of Governments, also known as the Metropolitan Washington Council of Governments.

COVID-19 – Corona Virus Disease 2019 caused by SARS CoV-2.

FY – Fiscal Year.

GBCC - Greater Bowie Chamber of Commerce.

GFOA – Government Finance Officers Association.

GIS - Geographic Information System.

MDGFOA – Maryland Government Finance Officers Association.

MML - Maryland Municipal League.

M-NCPPC - Maryland-National Capital Park and Planning Commission.

MSTC - Maryland Science and Technology Center, formerly known as University of Maryland Science and Technology Center.

NPDES - National Pollutant Discharge Elimination System.

POS - Program Open Space. This State grant program is administered and allocated to municipalities by Prince George’s County.

SHA - State Highway Administration.

TMDL – Total Maximum Daily Load. The TMDL is a comprehensive “pollution diet” to restore clean water in the Chesapeake Bay and the region’s streams, creeks, and rivers.

WSSC - Washington Suburban Sanitary Commission. This regional utility provides water and sewer service to those areas not served by the City of Bowie Water and Sewer System. It also provided storm drainage prior to the City’s assumption of that service within City limits.

WSTC - Washington Suburban Transit Commission.

GLOSSARY

TERMS

ACCRUAL - The accrual basis of accounting recognizes revenues in the accounting period in which they are earned, while expenses are recognized when the related liability is incurred.

ACTIVITY - The basic operation for which costs are defined and measurable activities or functions are performed.

AMMORTIZATION – The process of charging the cost of an asset to expense over its expected period of use, which shifts the asset from the balance sheet to the income statement. In lending, it is the process of making payments that gradually reduce the amount owed until the loan is paid off.

ANNUAL BUDGET - A budget applicable to a single fiscal year.

APPROPRIATED FUND BALANCE - The portion of a governmental fund's fund balance which is used to provide resources for budgeted expenditures.

APPROPRIATED RETAINED EARNINGS - The portion of a proprietary fund's retained earnings which is used to provide resources for budgeted expenditures.

APPROPRIATION - A legal authorization granted by the City Council to make expenditures and to incur obligations for specific purposes. Any transfer of funds between appropriations must be approved by City Council before becoming effective.

ASSESSED VALUE - A valuation set upon real estate or other property by the State Department of Assessment and Taxation as a basis for levying taxes.

AUDIT – An independent evaluation of an entity's financial statements to provide users of the financial statements with reasonable assurance that they can rely upon those statements to make informed decisions.

BALANCED BUDGET - The budget must be balanced, meaning the total of the anticipated revenues, including fund balance carried over from previous years, must equal or exceed the total of the proposed expenditures.

BONDS - Interest-bearing certificates of public indebtedness used to finance the City's capital projects.

BUDGET - A specific plan which identifies the program of operations for the fiscal year, states the expenditures required to meet the program, and identifies the revenues necessary to finance it. The annual City budget is established by the City Council by ordinance.

BUDGET BASIS UNASSIGNED FUND BALANCE - The City uses this term in discussing enterprise fund budget results, as an approximation of spendable resources which are available for appropriations. This amount represents net current assets, derived by subtracting Current Liabilities from Current Assets. This amount is useful to distinguish from total Retained Earnings which includes nonliquid amounts such as fixed assets.

CALENDAR YEAR - Twelve months beginning January 1 and ending December 31.

CAPITAL EQUIPMENT - Fixed assets such as vehicles, machinery, equipment, computers or furniture which have a life expectancy of more than one year and a value over five thousand dollars ($5,000).

CAPITAL EXPENDITURES – Acquisition of land, improvements to land, easements, buildings, building improvements, vehicles, machinery, equipment, works of art and historical treasures, infrastructure, and all other tangible and intangible assets that are used in operations and that have initial useful lives extending beyond a single reporting period.

CAPITAL PROJECTS FUND - Accounts for all resources used to acquire or construct major capital facilities.

CAPITAL OUTLAY - A category of account codes which identify major expenditures of public funds for capital equipment and acquisition or construction of needed physical facilities.

CASH NEEDS APPROACH - A policy for setting user rates for a system or service. This approach requires that rates provide revenues which equal or exceed budgetary expenditure appropriations which include both Capital Outlay and Debt Retirement.

COMMODITIES - A category of account codes which identify expenditures of public funds for expendable supplies, parts, tools and minor equipment.

CONTRACTUAL SERVICES - A category of account codes which identify expenditures of public funds for services performed by non-employees. Such services include disposal fees, public utility services, insurance, communications, repair, maintenance, travel and training, as well as professional services.

COST - The amount of money or value exchanged for property or services.

DEBT - An obligation resulting from the borrowing of money.

DEBT SERVICE - The accounting for payments of principal and interest on long term debt.

DEFICIT – Occurs when expenditures exceed revenues.

DEPARTMENT - A separate functional and accounting entity within a certain fund type.

ENCUMBRANCE - A reservation of funds for an anticipated expenditure prior to actual payment for an item. Funds usually are reserved or encumbered once a contracted obligation has been signed for an item, but prior to the cash payment actually being disbursed.

ENTERPRISE FUND - Accounts for operations that are financed in a manner similar to private business where the intent is that costs of providing goods and services to the general public on a continuing basis be financed or recovered through user charges. The City's Water and Sewer Fund falls under this fund type.

EQUIPMENT ACQUISITION AND REPLACEMENT FUND - The fund which accounts for acquisition of capital equipment in the current year and accumulates reserves for replacements scheduled for future years.

EQUITY - The excess of an enterprise fund's assets over its liabilities.

EXPENDITURE - A decrease in net financial resources. Expenditures include payment in cash for current operating expenses, debt service and capital outlays.

EXPENSES - Charges incurred, whether paid or unpaid, for operations, maintenance, interest and other charges which are presumed to benefit the current fiscal year.

FISCAL YEAR - The twelve months running from July 1 through June 30, designated by the calendar year in which it ends.

FIXED ASSETS - Assets of a long term character which are intended to continue to be held or used. Examples of fixed assets include items such as building, vehicles, machinery, furniture and other equipment.

FULL-TIME EQUIVALENT (FTE) - The number of work hours which would equal the work hours of one full time employee for one full year. One FTE is equal to one or more employees working a total of 1,950 hours in X-Scale positions or a total of 2,080 hours in Y-Scale positions.

GLOSSARY

FUND - A fiscal and accounting entity with a self-balancing set of accounts which is segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions or limitations.

FUND BALANCE - The excess of a governmental fund's assets over its liabilities. The amount is the cumulative result of revenues in excess of expenditures of all years since the fund's inception.

FUND BALANCE - NONSPENDABLE - Resources that are nonspendable and are not available for appropriation or are legally restricted by outside parties or creditors for use for a specific purpose.

FUND BALANCE - RESTRICTED - Resources that have constraints placed on use by external parties such as creditors, grantors, contributors, or other levels of government.

FUND BALANCE - COMMITTED - Resources that can only be used for specific purposes due to formal action (legislation, resolution, ordinance, etc.) of the City Council, the City's highest level of decision-making authority. Also includes resources that are committed by contract, in which existing/current resources have been specifically committed for satisfying the contract.

FUND BALANCE - ASSIGNED - Resources that can only be used for specific purposes due to the City's intent but are not restricted or committed and may be subject to change by the City Council or management.

FUND BALANCE - UNASSIGNED - A residual classification for the General Fund, and for negative fund balance in a governmental fund, other than the General Fund. This classification consists of resources that have not been assigned to other funds or restricted, committed or assigned to a specific purpose within the General Fund.

GENERAL FUND - Accounts for the general operations of the City. This fund accounts for all financial transactions and resources not required to be accounted for in any other fund.

GENERAL OBLIGATION BOND - Bond for whose payment the full faith and credit of the City is pledged.

GOAL - A long range desirable development attained by completing staged objectives within an overall strategy.

GOVERNMENTAL FUNDS- Used to account for activities primarily supported by taxes, grants, and similar revenue sources.

LEASE – A lease is defined as a contract that conveys control of the right to use another entity's nonfinancial asset (the underlying asset) as specified in the contract for a period of time in an exchange or exchange-like transaction. Examples of nonfinancial assets include buildings, land, vehicles and equipment. Any contract that meets this definition should be accounted for under the lease guidance, unless specifically excluded in this Statement.

LESSEE – A person who holds the lease of a property, a tenant.

LESSOR – A person who leases or lets a property to another, a landlord.

LEVY - To impose taxes, special assessments or service charges for support of the City.

LICENSES & PERMITS - Documents issued in order to regulate various kinds of business and other activity within the community. A degree of inspection may accompany the issuing of a license or permit, as in the case of building permits. In most instances, a fee is charged in conjunction with the issuance of a license or permit, generally to cover all or part of the cost of administration.

LINE ITEM - A specific expenditure category within a departmental budget, such as travel and training, telephone, postage, operating supplies, etc. Defined by an object code number.

GLOSSARY

MODIFIED ACCRUAL - The modified accrual basis of accounting is used to record revenues and related assets when they become measurable and available to finance operations of the fiscal period. Accordingly, real and personal property taxes are recorded when billed and licenses, permits and fines are recorded when received in cash. Expenditures are recorded as they are incurred.

OBJECTIVE - Something to be accomplished in specific well defined and measurable terms and that is achievable within a specific time frame.

OPERATING EXPENSES - Includes the cost of personal services, contractual services, commodities and other charges incurred in performing an activity.

OPERATING REVENUES - City revenues which have been received and set aside to finance current operating expenses.

ORDINANCE - A formal legislative enactment by the City Council.

PROPRIETARY FUNDS- Used to account for activities that receive significant support from fees and charges.

PUBLIC HEARING - A scheduled meeting or time specifically set aside to provide an opportunity for citizens to discuss their feelings about a particular issue. Prior to a public hearing, the scheduled date and time, as well as the subject, must be advertised.

RESERVE - An account used either to set aside budgeted revenues that are not required for expenditure in the current budget year or to earmark revenues for a specific future purpose.

RESERVE FOR CONTINGENCIES - The City uses this term for a separate line item appropriation for unknown and/or unanticipated expenditures, such as abnormal weather-related events or a City emergency situation. These annual appropriations lapse at year end if they are not spent or encumbered.

RESOLUTION - A formal expression of opinion, will or intent voted by the City Council.

REVENUE - Revenue is an increase in assets or financial resources which: does not increase a liability; does not represent a repayment of an expenditure already made; does not represent a cancellation of certain liabilities; and does not represent an increase in contributed capital.

SPECIAL TAXING DISTRICT - An area within the corporate limits of the City for which a district is created by City ordinance for the purpose of financing projects, systems, facilities, programs or activities of special benefit to the district, through an ad valorem tax levied on real and/or personal property located within the special district.

SUBSCRIPTION-BASED INFORMATION TECHNOLOGY ARRANGEMENTS (SBITA) - This is a contract that conveys the control of the right to use another party’s (a SBITA vendor’s) IT software, alone or in combination with tangible capital assets (the underlying IT assets), as specified in the contract for a period of time in an exchange or exchange-like transaction.

TAX BASE - The aggregate value of the items being taxed. The base of the City’s property tax is set by the State Department of Assessments and Taxation at 100% of the full market value of all real property and 100% of all business personal property in the City.

TAX RATE - The amount of tax stated in terms of a unit of the tax base; i.e., 40.5 cents per $100 of real property assessed valuation.

TRANSFERS - The amount of contribution from one fund to another. Transfers are made from the General Fund to the Capital Projects Fund and the Equipment Acquisition and Replacement Fund for acquisition of capital assets, and from the Water and Sewer Fund to the General Fund as reimbursement for administrative support activities.

GLOSSARY

WATER AND SEWER FUND - Accounts for the activities of the City of Bowie Water and Sewer System, which is a separate self-supporting entity, financed entirely by user charges.