City of Mount Rainier
Maryland

APPROVED BUDGET
FY 2020

Miranda Braatz
CITY MANAGER

DeMornai Blackwell
DIRECTOR OF FINANCE

City of Mount Rainier, Maryland
Approved Operating Budget
Fiscal Year 2020

The Honorable Malinda Miles, Mayor

City Council

Celina Benitez
Ward 1

Luke Chesek
Ward 1

Bryan Knedler
Ward 2

Scott Cecil
Ward 2

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City of Mount Rainier
One Municipal Place, Mount Rainier, MD 20712
Phone 301-985-6585 Fax 301-985-6595

Incorporated 1910

March 13, 2019

The Honorable Malinda Miles, Mayor

Members of the City Council

Residents of Mount Rainier

Mount Rainier, MD 20712

It is with great pleasure that I present to you the Operating Budget of the City of Mount Rainier, Maryland for the fiscal year ending June 30, 2020 (Fiscal Year 2020 (FY 20), and the Capital Improvement Plan (CIP). This document and the process leading to its publication establish the programs and objectives that the City will pursue in the upcoming fiscal year. As directed by the Mayor and City Council, the budget represents the conversion of resources into city services. This document also works to fulfill the mission and vision of the City of Mount Rainier, a City truly on the move over the next year.

The Budget Document

I present to you a streamlined look and feel to the FY 20 Budget document, one which offers clear definitions and explanations of budgeting processes and procedures. Additional explanation pages and graphs have been added for easier understanding.

Budget Approach

FY 20 Tax levels remain constant and unwavering, the City is in good financial health with over 4 million in reserves. An increase in economic development, code enforcement, and home values over FY 19 bolstered the City's financial position. My approach in the FY 20 Budget is one that is fiscally conservative and looks to maximize resources. The budget, as presented, is not heavily dependent on reserves and keeps the City in good financial condition. The FY 20 Budget offers a new approach to the City's taxing structure and rates. Moving from one general class of taxation applied to every type of entity, to a diversified taxing approach applied based off of zoning classification. This new taxing structure allows for a diversified tax portfolio for the city and a modern approach to considering the type of entity being taxed.

Budget Highlights

General Fund – The FY 20 Budget provides operating revenues of $7,115,434. The FY 20 operating revenues represent an increase of $392,389 or approximately 5.84% compared to FY 19 operating revenues.

The FY 20 Budget is a balanced budget which does not depend on funding from reserves to balance. An operating contingency of $54,445 is established for possible emergencies that may arise.

Staffing – This budget seeks some reorganization in the staffing structure of the City. Code Enforcement Department gains a Permit Technician, and funds two full time Inspectors. A staffing reorganization of the Police Department is presented. Public Works gains an additional laborer, and the City's Information Technology contract is insourced to create a new position for IT functions.

Economic Development – The FY 20 Budget funds a significant investment in the Economic Development efforts of the City. It also anticipates the sale and disposition of the 3200 Rhode Island Avenue property, allowing for significant savings on debt services payments in upcoming fiscal years. The Budget designates approximately $1 Million of Reserves as the "Economic Development Incentive Fund" and increases Economic Development Programs by over 95%.

Police Department – Mount Rainier Police Department, under the leadership of new Chief Morgan, presents a strategic reorganization of resources to move from a patrol based structure to one that is more community policing oriented. A significant increase is put into training of police staff and professional development.

City Strategic Plan and Branding Strategy – The FY 20 Budget funds a Strategic Planning initiative, to lead the community through a future oriented visioning process. Funding is also set aside for a comprehensive branding strategy and plan to capitalize off of our communications and marketing efforts.

Streets and Sidewalks – The FY 20 Budget showcases a commitment to use 5.62% of FY 20 funding to re-construct and repair the City's streets and sidewalks, an industry standard recommendation for a yearly repair commitment.

Employee Engagement and Recognition –I have proposed that the City move to a merit based performance system, where employees are reviewed annually and may qualify for a merit increase of one step (3%) on the pay scale. FY 20 continues its focus on employee appreciation by funding popular functions such as the employee barbeque, holiday party, and other meetings. Funding is specifically set aside for a two day employee retreat and training, employee holiday bonus for all full time employees of $225 and part time employees of $150 with the City covering the taxes of the bonus, and a strong commitment to training, certifications, and professional development is funded in each department.

Acknowledgements

I appreciate the significant efforts of many staff in the undertaking of the budget process, specifically the Director of Finance Mr. DeMornai Blackwell. The input from the residents and committees of the City of Mount Rainier is greatly appreciated and continues to be a valuable tool for the City staff as we strive to provide great services to the City of Mount Rainier. The excellent commitment to fine public policy guidance by the Mayor and City Council sets a positive direction for the City.

Sincerely,

Miranda Braatz

Miranda Braatz

City Manager

Adopted: February 5th, 2019

CITY OF MOUNT RAINIER, MARYLAND

RESOLUTION NO. 03-2019

Introduced by: Director of Finance

A Resolution Setting the Proposed Budget Calendar for the Fiscal Year 2020 Budget

WHEREAS, the Council must adopt a budget of City revenues and expenditures for Fiscal Year 2020, beginning July 1, 2019, and ending June 30, 2020; and

WHEREAS, the budget shall provide a complete financial plan for the upcoming fiscal year and include estimates of anticipated revenues and proposed expenditures; and

WHEREAS, Charter section 702 provides that a budget for the next fiscal year shall be submitted to the Mayor and Council no later than March 31st of each year; and

WHEREAS, the deadline for the Council to adopt a City budget for Fiscal Year 2020 is June 30, 2019.

WHEREAS, the budget process is a lengthy one; and

WHEREAS, it is necessary to inform the public about the proposed budget, hold a public hearing on the proposed budget, and allow for citizen review and comment before final adoption of the budget ordinance.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF MOUNT RAINIER, MARYLAND:

1. The following calendar of events is adopted for the preparation and adoption of the City of Mount Rainier Budget for Fiscal Year ("FY") 2020:

DATE	EVENT
Tuesday, January 22, 2019	Work session for setting proposed budget calendar for FY 2020 Budget.
Tuesday, February 5, 2019	Adopt Resolution setting proposed budget calendar for FY 2020 Budget.
Friday, January 18, 2019	Budget instructions issued to all City Departments and Community Groups (including Bunker Hill Fire Department).
Friday, February 22, 2019	Deadline for all City Departments and Community Groups (including Bunker Hill Fire Department) to submit Budget FY 2020 requests to City Manager.
Tuesday, March 12, 2019	City Manager submits Proposed Budget FY

	2020 to the Council.
Wednesday, March 13, 2019	City Manager presents Proposed Budget FY 2020 to the Council. Council holds work session on proposed Budget FY 2020 and discussion of Tax Rate.
Thursday, April 4, 2019	Notice published in Prince George's Post and/or Sentinel of Public Hearing on Proposed FY 2020 Budget scheduled for April 20, 2019. Constant Yield Rate will be posted, and published.
Saturday, April 27, 2019	1. **Public Hearing** and Public Comment on Proposed Budget FY 2020. 2. **Council Work Session** on Budget FY 2020.
Tuesday, May 7, 2019	Discussion of FY 20 Proposed Budget and First Reading into the Record of the FY 20 Budget Ordinance
Wednesday, May 15, 2019	**Public Hearing** on Proposed FY 20 Budget and Discussion by City Council of FY 20 Proposed Budget
Tuesday, June 4, 2019	**Second reading of FY20 Budget Ordinance and possible vote.**
Tuesday, June 18, 2019	**If needed, vote on FY 20 Budget Ordinance.**

3. The Budget Calendar for the preparation and adoption of the City of Mount Rainier FY 2020 Budget may be amended or adjusted by the Council as necessary.

THIS RESOLUTION IS ADOPTED BY THE COUNCIL OF THE CITY OF MOUNT RAINIER THIS 5th DAY OF February, 2019.

Attest: ______________________
Miranda Braatz, City Manager

____
Malinda Miles, Mayor

____
Luke Chesek, Councilmember Ward 1

____
Celina Benitez, Councilmember Ward 1

____
Bryan Knedler, Councilmember Ward 2

____
Shivali Shah, Councilmember Ward 2

TAX RATES FISCAL YEAR 2020

REAL PROPERTY TAX

A real property tax is a local tax on the value of real estate. The property owner will receive a property tax bill each year. The property tax bills for the City of Mount Rainier residents are issued in July / August of each year by Prince George's County. The amount of the tax bill is determined by two factors: (1) the assessment and (2) the property tax rate.

The assessments are based on the fair market value of the property and are issued by the Department of Assessments and Taxation, State of Maryland. The properties are reassessed once every three years.

The City of Mount Rainier has adopted real property taxes based on zoning provided by Prince George's County. Below are the following approved tax rates per zoned class:

Residential / Single Family Home Real Property Tax Rate:	**$0.81 per $100 of assessed value**
Apartment / Multi-Family Real Property Tax Rate:	**$0.86 per $100 of assessed value**
Commercial Real Property Tax Rate:	**$0.81 per $100 of assessed value**
Industrial Real Property Tax Rate:	**$0.81 per $100 of assessed value**
Townhouse Real Property Tax Rate:	**$0.81 per $100 of assessed value**

The Constant Yield Tax Rate (CYTR) is 0.7812. The City anticipates approximately $4.36 million in real property tax revenue during FY 20.

BUSINESS PERSONAL PROPERTY TAX

Business personal property tax is levied upon the assessed value of all furniture, fixtures, office equipment, machinery, tools, supplies, inventory and any other property not classified as a real property of business.

Business Personal Property Tax Rate is approved at **$0.99 per $100 of the assessed valuation.**

TAX RATES FISCAL YEAR 2020

RAILROAD AND PUBLIC UTILITY TAX

In the State of Maryland, the Public Utilities are regulated as "public service companies". The Railroad and Public Utility assessments are certified by the Department of Assessments and Taxation, State of Maryland. The Public Utility and railroad property includes all property needed to operate the business in the City. It includes real property such as land and buildings. It also includes personal property such as telephone or electric poles, towers, lines, cables, meters, transmission, distribution mains, and other equipment used to operate the utility.

The Railroad and Public Utilities tax rate of Fiscal Year 2020 is approved at **$2.75 per $100 of assessed valuation.**

VACANT DEVELOPED PROPERTY TAX

Vacant developed property tax is an established real property tax classification for vacant buildings different from those established under the Maryland code. Vacant developed property shall be classified with Prince George's County and be billed accordingly.

The Vacant Developed Property Tax Rate for FY 20 is approved at **$2.50 per $100 of assessed valuation.**

City of Mount Rainier, Maryland
Summary Fee Schedule Changes

Mount Rainier Code	Description	Current Fee	Approved Change
Chapter 3-Building Code §3-105	A. New Construction, alterations, repairs of 10,000 or less	$150.00 filing fee + 50% of PG County building permit fee	$250.00 filing fee + 50% of PG County building permit fee
	B. New Construction, alterations, repairs of 10,000 or less	$150.00 filing fee + 50% of PG County building permit fee	$250.00 filing fee + 50% of PG County building permit fee
	C. Fence (new, property with 1 street address)	$35.00	$75.00
	D. Demolition or removal of building/structure-footprint of >150 sq.ft. and <500 sq. ft.	$200.00	$250.00
	E. Demolition or Removal of building/structure-footprint of >500 sq. ft.	$500.00	$550.00
	F. Impervious surface construction mitigation fee (for building permits for projects creating impervious surface >150 sq. ft.	$1.50 per sq. ft. for >150 sq. ft. of impervious surface	$1.00 sq. ft.
§3-109 Permits in the Mixed-Use Town Center Zone	G. If no county permit is required for an exterior alteration in the MUTCZ, then a City building permit, valid for 6-months is required	$50.00	$75.00
Chapter 7-Licenses and Permits			
§7-108 Fees	A. 2Business license-home occupation	$25.00/year	$75.00/year
	B.1.a Non-residential premises, except premises occupied by charitable and religious institutions	(i) $50.00/year for <1,000 sq. feet across floor space; $25.00/year for additional ≤1,000 sq. feet gross floor space; maximum occupancy license fee $200/year. (Note: 2 businesses at same location pay separate occupancy license fees.)	(i) $75.00/year for <1,000 sq. feet across floor space; $50.00/year for additional ≤1,000 sq. feet gross floor space; maximum occupancy license fee $200/year. (Note: 2 businesses at same location pay separate occupancy license fees.)
	B.1.a.(iii) Businesses with pinball, video, billiard or pool table, bowling alleys, or other gaming device operated for public use or gain	$15.00/year per gaming device, table, alley or board	$20.00/year per gaming device, table, alley or board
	B.1.c-Multi-family rental facilities occupancy license fee	$150.00/year per unit	$225.00/year per unit
	B.1.d-Single-family rental facilities-occupancy license fee	$150.00/year per unit	$300.00/year per unit

PERSONNEL SCHEDULE FULL TIME EQUIVALENT

GENERAL GOVERNMENT POSITIONS	BUDGET FY 18	BUDGET FY 19	BUDGET FY 20
City Manager	1	1	1
Treasuer / Director of Finance	1	1	1
Deputy Director of Finance	1	0	0
Staff Accountant	1	1	1
Systems Analyst / Asset Coordinator	0	0	1
Administrative Assistant	0	0	1
TOTAL GENERAL GOVERNMENT	**4**	**3**	**5**

ADMINISTRATIVE SERVICES POSITIONS	BUDGET FY 18	BUDGET FY 19	BUDGET FY 20
Director of Administrative Services	1	1	1
Communications / Community Events Coordinator	0	0	1
MRTV Technician	0	0	0.5
MRTV Technician / Photographer	0	0	0.5
City Clerk	1	1	1
TOTAL ADMINISTRATIVE SERVICES	**2**	**2**	**4**

ECONOMIC DEVELOPMENT POSITIONS	BUDGET FY 18	BUDGET FY 19	BUDGET FY 20
Director of Economic Development	1	1	1
TOTAL ECONOMIC DEVELOPMENT	**1**	**1**	**1**

PUBLIC SAFETY POSITIONS	BUDGET FY 18	BUDGET FY 19	BUDGET FY 20
Chief of Police	1	1	1
Assistant Chief of Police	1	1	0
Police Officer - Lieutenant	0	0	2
Police Officer - Sergeant	3	3	2
Police Officer - Detective	0	0	1
Police Officer - Corporal	4	4	4
Police Officer Private / First Class	8	8	6
Records Manager	1	1	1
Administrative Assistant	2	2	1
Parking Enforcement Officer	1	1	0
Social Services Coordinator	0.625	0.625	0.625
TOTAL PUBLIC SAFETY	**21.625**	**21.625**	**18.625**

PERSONNEL SCHEDULE FULL TIME EQUIVALENT

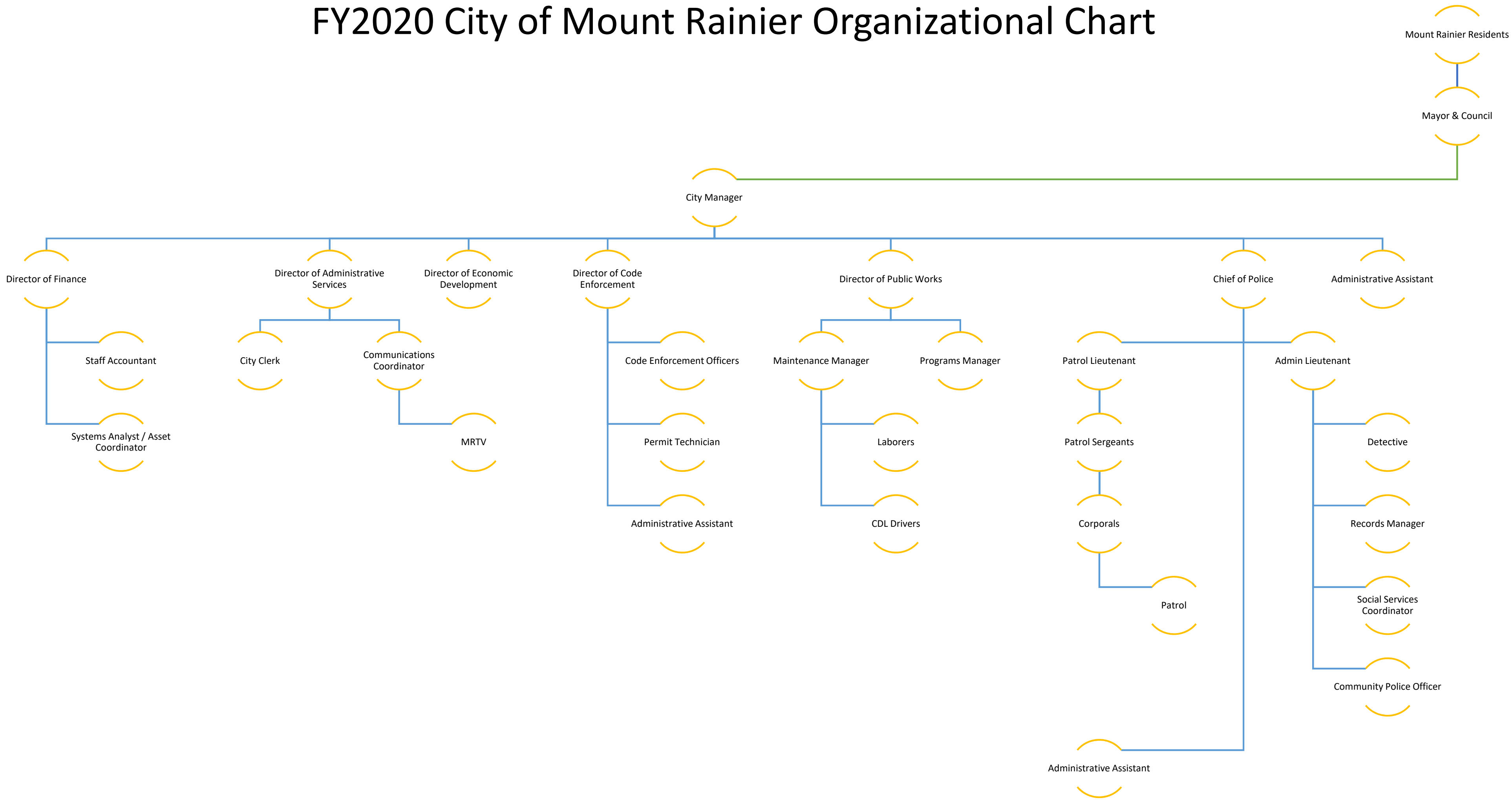
CODE ENFORCEMENT	BUDGET	BUDGET	BUDGET
POSITIONS	**FY 18**	**FY 19**	**FY 20**
Director of Code Enforcement	1	1	1
Code Enforcement Officer	1	1	1
Code Enforcement Officer	0.625	0.625	1
Permit Technician	0	0	1
Administrative Assistant	0.625	1	1
TOTAL CODE ENFORCEMENT	**3.25**	**3.625**	**5**

PUBLIC WORKS	BUDGET	BUDGET	BUDGET
POSITIONS	**FY 18**	**FY 19**	**FY 20**
Director of Public Works	1	1	1
Maintenance Manager	1	1	1
PW Programs Coordinator	1	1	0
PW Programs Manager	0	0	1
CDL Driver	2	2	2
Sanitation Technician	0	0	1
Laborer	4	5	5
TOTAL PUBLIC WORKS	**9**	**10**	**11**

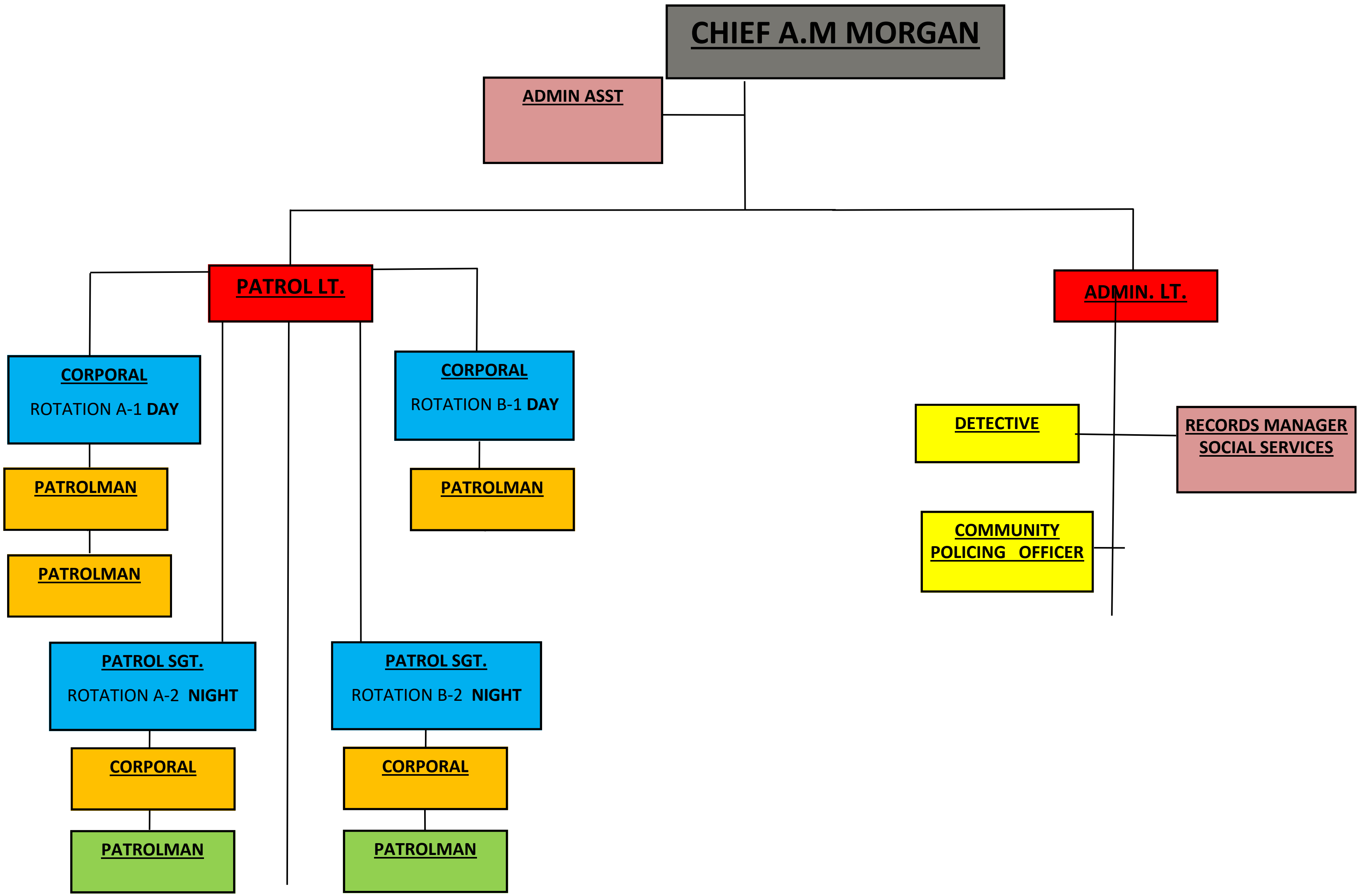
CALL-A-BUS	BUDGET	BUDGET	BUDGET
POSITIONS	**FY 18**	**FY 19**	**FY 20**
Call-A-Bus Driver	0.65	0	0
TOTAL CALL-A-BUS	**0.65**	**0**	**0**

CITY PERSONNEL	BUDGET	BUDGET	BUDGET
POSITIONS	**FY 18**	**FY 19**	**FY 20**
TOTAL CITY POSITIONS (FTE)	**41.525**	**41.25**	**44.625**

FY2020 City of Mount Rainier Organizational Chart



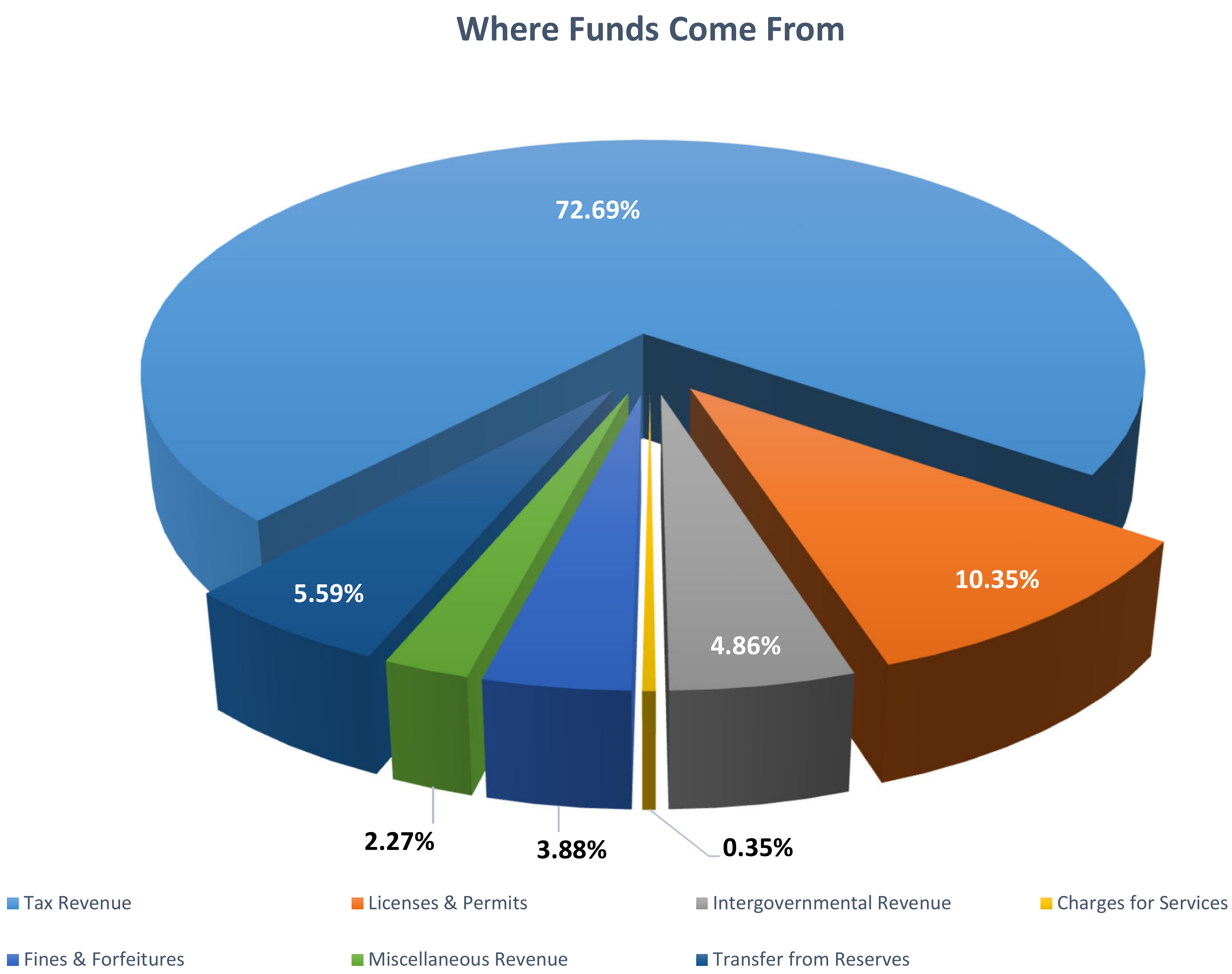
City of Mount Rainier Police Department



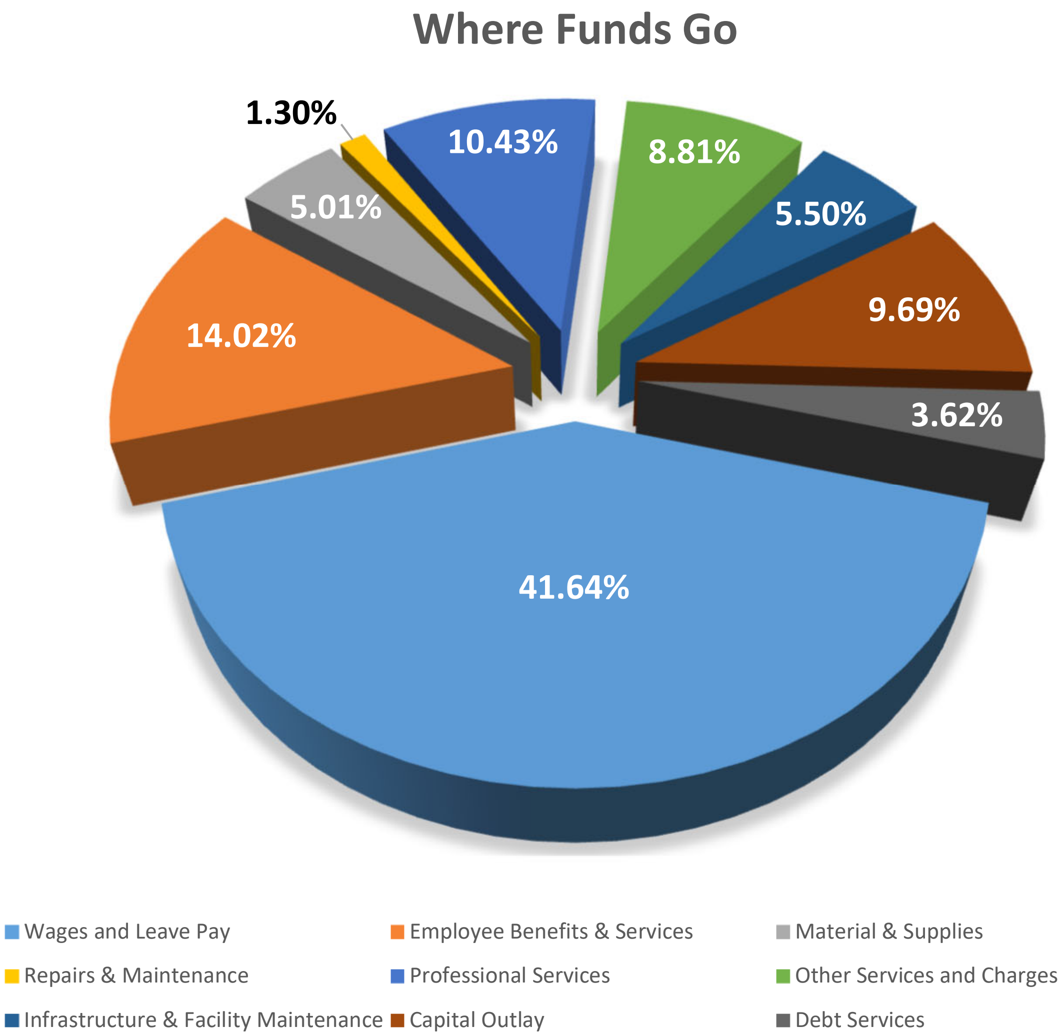
CITY OF MOUNT RAINIER

WHERE FUNDS COME FROM	FY18	FY19	FY20	% of FY
Tax Revenue	$ 4,350,500	$ 4,789,250	$ 5,114,270	72.69%
Licenses & Permits	$ 610,000	$ 657,850	$ 728,500	10.35%
Intergovernmental Revenue	$ 199,500	$ 305,115	$ 341,745	4.86%
Charges for Services	$ 60,500	$ 45,500	$ 24,750	0.35%
Fines & Forfeitures	$ 119,500	$ 402,000	$ 273,000	3.88%
Miscellaneous Revenue	$ 35,400	$ 60,850	$ 159,779	2.27%
Transfer from Reserves	$ 560,975	$ 462,480	$ 393,510	5.59%
TOTAL BUDGETED REVENUE	**$ 5,936,375**	**$ 6,723,045**	**$ 7,035,554**	100.00%

WHERE FUNDS GO	FY18	FY19	FY20	% of FY
Wages and Leave Pay	$ 2,546,500	$ 2,637,885	$ 2,929,328	41.64%
Employee Benefits & Services	$ 980,550	$ 996,850	$ 986,094	14.02%
Material & Supplies	$ 195,700	$ 233,160	$ 352,554	5.01%
Repairs & Maintenance	$ 78,000	$ 77,500	$ 91,300	1.30%
Professional Services	$ 528,500	$ 630,950	$ 733,750	10.43%
Other Services and Charges	$ 591,250	$ 518,895	$ 619,670	8.81%
Infrastructure & Facility Maintenance	$ 386,750	$ 550,250	$ 386,950	5.50%
Capital Outlay	$ 374,125	$ 823,075	$ 681,400	9.69%
Debt Services	$ 255,000	$ 254,480	$ 254,508	3.62%
TOTAL BUDGETED EXPENDITURES	**$ 5,936,375**	**$ 6,723,045**	**$ 7,035,554**	100.00%

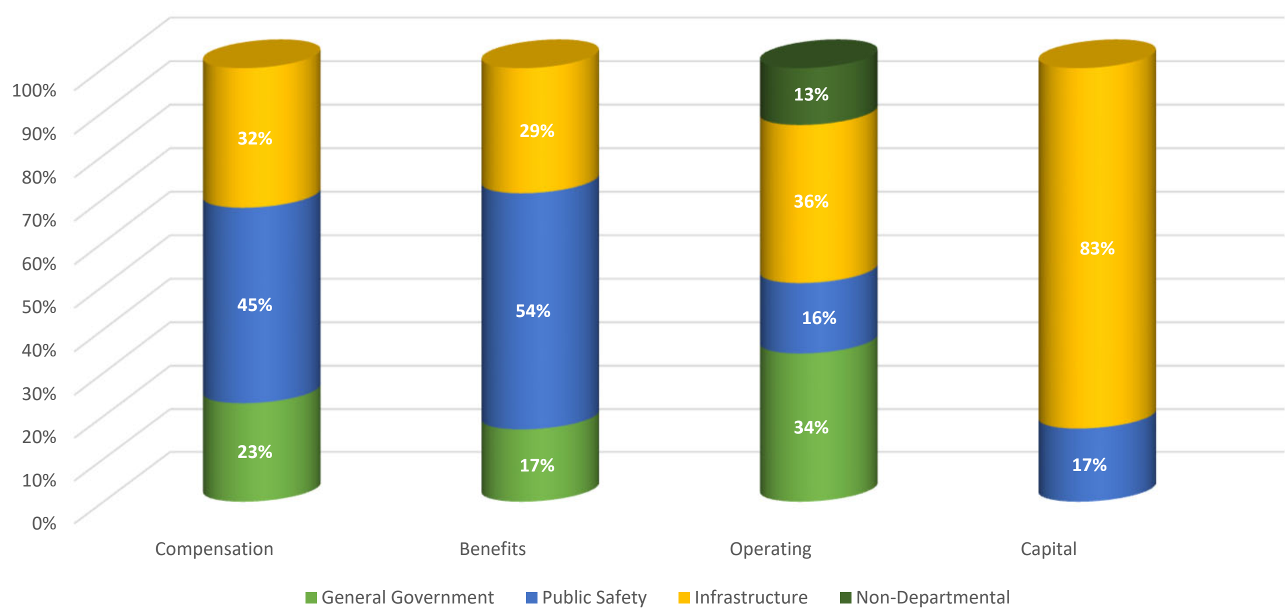


Where Funds Come From
72.69%
10.35%
4.86%
5.59%
2.27%
3.88%
0.35%
Tax Revenue
Licenses & Permits
Intergovernmental Revenue
Charges for Services
Fines & Forfeitures
Miscellaneous Revenue
Transfer from Reserves


Where Funds Go
1.30%
10.43%
8.81%
5.01%
5.50%
9.69%
14.02%
3.62%
41.64%
Wages and Leave Pay
Employee Benefits & Services
Material & Supplies
Repairs & Maintenance
Professional Services
Other Services and Charges
Infrastructure & Facility Maintenance
Capital Outlay
Debt Services

FY 2020 WHERE FUNDS GO - DEPARTMENTAL

	Compensation	Fringe Benefits	Operating	Capital	Total
General Government					
City Council	$ 40,000	$ 4,445	$ 95,750	$ -	$ 140,195
City Hall	386,383	94,292	509,050	-	989,725
Department of Administrative Services	247,732	67,840	210,900	-	526,472
Subtotal	**$ 674,115**	**$ 166,577**	**$ 815,700**	**$ -**	**$ 1,656,392**
Public Safety					
Police Department	$ 1,316,254	$ 536,207	$ 383,415	$ 128,600	$ 2,364,476
Subtotal	**$ 1,316,254**	**$ 536,207**	**$ 383,415**	**$ 128,600**	**$ 2,364,476**
Infrastructure / Development					
Department of Infrastructure	$ 520,532	$ 170,542	$ 714,999	$ 595,180	$ 2,001,253
Department of Code Enforcement	330,338	85,650	76,900	28,265	521,153
Department of Economic Development	88,089	27,118	68,120	-	183,327
Subtotal	**$ 938,959**	**$ 283,310**	**$ 860,019**	**$ 623,445**	**$ 2,705,733**
Non-Departmental					
Debt Services	$ -	$ -	$ 254,508	$ -	$ 254,508
Grants / Transfers	-	-	-	-	-
Contingency	-	-	54,445	-	54,445
Subtotal	**$ -**	**$ -**	**$ 308,953**	**$ -**	**$ 308,953**
Grand Total	***$ 2,929,328***	***$ 986,094***	***$ 2,368,087***	***$ 752,045***	***$ 7,035,554***



General Fund Revenues	FY18 - Actuals Jul '17 - Jun 18	FY19 - Actuals Jul '18 - Jan 19	FY19 - Budget Jul '18 - Jun 19	FY20 - Approved Jul '19 - Jun 20	Change FY20 / FY19
Tax Revenue					
7117 · Vacant Developed Property Tax	0.00	177,990.57	***175,000.00***	***226,000.00***	29.14%
7111 · Real Property Tax	3,664,547.45	3,717,279.28	***3,818,000.00***	***4,041,000.00***	5.84%
7112 · Business Personal Property Tax	42,235.73	41,250.24	***45,000.00***	***50,000.00***	11.11%
7113 · RR & Utilities Pers Prty Tax	87,175.50	92,731.22	***85,000.00***	***97,520.00***	14.73%
7114 · OTHER PROPERTY TAXES/REV	3,409.99	0.00	***5,000.00***	***5,000.00***	0.00%
7120 · Interest & Penalties on Taxes	15,569.16	2,957.62	***7,500.00***	***15,000.00***	100.00%
7121 · Penalty/Late FeeBPPT/BOL/Others	1,597.50	3,050.00	***250.00***	***1,500.00***	500.00%
7140 · County Admissions & Amusements	3,231.01	190.01	***3,500.00***	***3,250.00***	(7.14%)
8061 · Shared State Income Tax	660,424.21	320,975.34	***650,000.00***	***675,000.00***	3.85%
Total Tax Revenue	4,478,190.55	4,356,424.28	***4,789,250.00***	***5,114,270.00***	6.79%
Licenses & Permits					
9105 · Parking Permit Revenue	25.00	0.00	***100.00***	***400.00***	300.00%
7534 · Tree Removal Permit	175.00	100.00	***250.00***	***250.00***	0.00%
7531 · Mitigation Fees	0.00	0.00	***1,000.00***	***500.00***	(50.00%)
7264 · Cable/FIOS CP Revenue	69,839.86	35,620.37	***70,250.00***	***73,000.00***	3.91%
7273 · CDMA Fees	13,275.00	11,900.00	***14,000.00***	***0.00***	(100.00%)
7520 · Business Occupancy Licenses	15,705.53	4,500.00	***15,000.00***	***16,000.00***	6.67%
7521 · Residential Rental Licenses	516,695.00	165,460.00	***400,000.00***	***415,000.00***	3.75%
7523 · Traders Licenses	1,872.12	182.61	***1,000.00***	***1,500.00***	50.00%
7524 · Church Occupancy Licenses	160.00	180.00	***500.00***	***500.00***	0.00%
7532 · Building Permit Fees	11,893.81	10,937.18	***10,000.00***	***12,000.00***	20.00%
7533 · Vacant Bldg Registration Fee	2,325.00	8,300.00	***25,000.00***	***15,000.00***	(40.00%)
7535 · Burglar Alarm Registration Fees	550.00	0.00	***1,250.00***	***500.00***	(60.00%)
7599 · Other Licenses & Permits	3,231.78	2,228.86	***5,000.00***	***75,000.00***	1400.00%
8546 · TV Revenues (Franchise Fees)	113,942.25	57,988.36	***114,500.00***	***118,850.00***	3.80%
7500 · GF Licenses & Permits - Other	1,333.14	0.00	***0.00***	***0.00***	0.00%
Total Licenses & Permits	751,023.49	297,397.38	***657,850.00***	***728,500.00***	10.74%
Intergovernmental Revenue					
7155 · State Transportation Grant	111,582.19	132,842.36	***113,300.00***	***125,000.00***	10.33%
7158 · SHA - MOU	7,625.80	0.00	***15,000.00***	***7,625.00***	(49.17%)
7156 · State Highway User Fees	107,038.62	30,089.71	***41,500.00***	***55,000.00***	32.53%
8051 · State Police Aid	108,420.00	53,408.00	***106,815.00***	***132,120.00***	23.69%
8071 · County Disposal Fee Rebate	38,130.18	11,115.00	***22,000.00***	***22,000.00***	0.00%
8400 · Financial Corps	0.00	0.00	***6,500.00***	***0.00***	(100.00%)
Total Intergovernmental Revenue	372,796.79	227,455.07	***305,115.00***	***341,745.00***	12.01%
Charges for Services					
8542 · Multi-Family Trash Fees	0.00	546.00	***5,000.00***	***0.00***	(100.00%)
8533 · Parking Meter Coin Revenue	28,986.36	0.00	***27,500.00***	***12,000.00***	(56.36%)
8543 · REFUSE COLLECTION FEES	909.00	240.00	***1,500.00***	***1,000.00***	(33.33%)
8544 · Trash Hauler Fees	742.50	1,665.00	***2,000.00***	***2,250.00***	12.50%
8555 · Call-A-Bus Revenues	1,848.00	0.00	***0.00***	***0.00***	0.00%
8556 · Fees for City Services	1,452.65	345.00	***2,000.00***	***2,000.00***	0.00%
8557 · City Abatement Services	0.00	5.00	***0.00***	***0.00***	0.00%
8599 · Other Service charges	6,240.40	2,961.40	***7,500.00***	***7,500.00***	0.00%
Total Charges for Services	40,178.91	5,762.40	***45,500.00***	***24,750.00***	(45.60%)

General Fund Revenues	FY18 - Actuals	FY19 - Actuals	FY19 - Budget	FY20 - Approved	Change
	Jul '17 - Jun 18	Jul '18 - Jan 19	Jul '18 - Jun 19	Jul '19 - Jun 20	FY20 / FY19
Fines & Forfeitures					
9091 · Parking Violations	227,424.29	58,710.00	***162,500.00***	***100,000.00***	(38.46%)
9092 · Meter Violations	0.00	13,169.95	***12,500.00***	***15,000.00***	20.00%
9093 · Municipal Code Violations	2,565.00	5,632.50	***2,000.00***	***3,000.00***	50.00%
9094 · MRPD Confiscated Funds	0.00	0.00	***65,000.00***	***0.00***	(100.00%)
9095 · Impoundment Fees	6,905.04	4,500.00	***10,000.00***	***5,000.00***	(50.00%)
9096 · Burglar Alarm Violations	25.00	0.00	***0.00***	***0.00***	0.00%
9099 · Other Fines & Forfeitures	50.00	2,370.56	***0.00***	***0.00***	0.00%
9100 · Parking Recovery-Professional M	0.00	0.00	***150,000.00***	***150,000.00***	0.00%
Total Fines & Forfeitures	236,969.33	84,383.01	***402,000.00***	***273,000.00***	(32.09%)
Miscellaneous Revenue					
7157 · Rent Income	11,850.00	4,800.00	***14,400.00***	***14,000.00***	(2.78%)
9511 · Bank Interest	434.83	1,383.09	***0.00***	***1,779.00***	100.00%
9512 · Interest on investments	33,654.86	25,580.51	***20,000.00***	***35,000.00***	75.00%
9590 · Sale of Real Property	0.00	0.00	***0.00***	***0.00***	0.00%
9591 · Sale of Police Property	1,900.00	0.00	***0.00***	***0.00***	0.00%
9592 · Insurance Damage Recovery	3,356.03	30,813.72	***0.00***	***0.00***	0.00%
9595 · Bus Shelter Advertising	738.50	328.75	***1,450.00***	***500.00***	(65.52%)
9596 · Mt. Rainier Day Revenue	2,475.00	0.00	***0.00***	***0.00***	0.00%
9599 · Miscellaneous Revenue	36,472.57	18,752.53	***25,000.00***	***102,500.00***	310.00%
9600 · Other Financing	0.00	4.15	***0.00***	***0.00***	0.00%
9601 · Bike-Coop Revenue	5,330.00	2,154.00	***0.00***	***6,000.00***	100.00%
Total Miscellaneous Revenue	96,211.79	83,816.75	***60,850.00***	***159,779.00***	162.58%
9900 · Speed Camera Violations	0.00	0.00	***0.00***	***0.00***	0.00%
9010 · Funds from Reserve/undesignated	0.00	0.00	***462,480.00***	***393,510.00***	(14.91%)
Net Total City Fund · General Revenue	**5,975,370.86**	**5,055,238.89**	**6,723,045.00**	**7,035,554.00**	4.65%

Breakdown of Miscellaneous Revenue:

- Sell of Public Works vehicles - $80,000
  - 2012 Peterbelt - $50,000
  - 2003 Chevy - $10,000
  - Bobcat - $20,000
- Sell of Police vehicles - $15,000
- Various revenue items generated from community events and donations - $7,500

CITY OF MOUNT RAINIER

GENERAL FUNDS REVENUES – EXPLANATIONS

TAX REVENUES

7111 **Real Property Tax:** Levied upon the assessed value of all real estate within the City.

7112 **Business Personal Property Tax:** Levied upon the assessed value of all furniture, fixtures, office equipment, inventory, stock, and personal business assets of incorporated and unincorporated businesses.

7113 **Railroad and Utilities Tax:** Levied upon the inventory and domestic shares of railroads and public utilities within the City.

7114 **Property Tax Liens:** Legal claims against property's for amounts owed.

7117 **Vacant Developed Property Tax:** Levied upon the assessed value of all vacant developed property within the City.

7120 **Penalties / Interest on Taxes**: Interest revenue from past due Real Property Taxes.

7121 **Penalties BPPT and BOL**: Revenue derived from late fees on business licenses.

7140 **County Admissions and Amusements**: Levied at a rate of 4.25% for swimming pools and 10% for motion picture theaters and coin-operated amusement devices, and 6% for all other entertainment, and on amusement activities for which an entrance fee is charged. Distribution is made quarterly.

8061 **Shared State Income Tax**: The State Comptroller is required to annually certify the amount of the State Income Tax liability of the residents of each municipality and special taxing district and to return 8.5% of the total for each jurisdiction to the respective governments. Distribution is made quarterly.

Licenses and Permits

7264 Comcast / Verizon P.E. G: Three percent (3%) of Gross Revenues from subscribers within the City. Capital grant to the City per the 2006 Verizon Maryland Inc. Cable Franchise Agreement; shall be used by the City exclusively for MRTV studio facilities, studio and portable production equipment, editing equipment, and program playback equipment. I-Net equipment or capacity, computers, dark fiber, and other costs associated with the PEG/I-Net (including I-Net maintenance costs), or any other PEG or I-Net item eligible for capital treatment or otherwise not classified as Franchise Fee under Applicable Law.

7273 CDMA Fees: Fee collected by the City and given to Mount Rainier Business Association

7520 Business Occupancy License: From annual license fees paid to the City by each business operating in the City:

7521 Residential Rental License: Revenues derived from the rental property licenses

7523 Traders Licenses: Receipts from license fees paid to the State by businesses operating within the City. Ninety-two percent of the fees are, in turn, distributed to the City. Distribution is made several times during the year with the bulk of the revenues received by municipalities in May or each year.

7524 Church Occupancy License: Revenues derived from churches for an occupancy license.

7531 Mitigation Fees: Fees charged for impervious surfaces

7532 Building Permit Fees: Fees charged to issue building construction and repair permits.

7533 Vacant Building Registration Fees: Fees derived from the registration of vacant buildings within the City.

7534 Tree Removal Permit: Revenue generated from permits issued to residents to remove trees.

7535 Burglar Alarm Registration: Revenue generated from the registration of burglar alarms with the City.

7599 Other License and Permits: Revenue generated from “other” licenses and permits as assigned

8546 Comcast/Verizon Franchise: Five percent (5%) of annual gross subscriber charges received by the Cable Television Franchisee (Comcast and Verizon) from municipal residents are returned to the City in accordance with the provisions of the City Franchise Agreement. Distribution is made quarterly.

9105 Parking Permit Fees: Fees derived from the issuance of parking permits within the City

Intergovernmental Revenue

7155 State Transportation Grant: The Maryland Department of Transportation provides transportation grants to municipal governments to be allocated in the same manner as State Highway User Fees.

7156 State Highway User Fees: 17.5% of the tax receipts on motor fuel and vehicle registrations are distributed to the counties and municipalities. The County receives one-half in the same ratio that its road mileage bears to the total road mileage in the State, and one-half based on the ratio of vehicles in the County to the total number of vehicles in the State. The City then receives a percentage based on the ratio of mileage of City streets to the total mileage of all streets in the County, and also a percentage based on the ratio of vehicle registrations in the City to the total vehicle registrations in the County.

7158 SHA-MOU: Revenue derived from a memorandum of understanding agreement with the State Highway Administration for the landscaping and upkeep of the median of Rhode Island Avenue.

8051 State Aid for Police Protection: Funds from general revenues of the State based upon the ratio of the City's expenditures for police services in relation to the total expenditures for police services provided by the Prince George's County Police Department and all other municipal departments in the County. Distribution is made quarterly. Estimates provided by the Maryland State Police.

8071 County Disposal Fee Rebate: Rebate of County trash disposal fees

Charges for Services

8533 Parking Meter Coin Revenue: Fees derived from parking meters within the City

8543 Refuse Collection Fees: Fees derived from bulk trash pick up

8544 Trash Hauler Fees: Fees derived from commercial business trash pickup

8545 CDMA Administration Fees: Fees generated from the administration of the CDMA collection

8555 Call A Bus Revenues: Revenues generated from use of the Call A Bus

8556 Fees for City Services: Other fees as legislated or miscellaneous fees charged

8557 City Abatement Services: Fees generated from the abatement of properties for Code Violations

8599 Other Service Charges: Fees generated from Police Take Home Car Program

Fines and Forfeitures

9091 Parking Violations: Revenue generated from payment of parking violations

9092 Meter Violations: Revenue generated from payment of parking meter violations

9093 Municipal Code Violations: Revenue generated from violations issued for code infractions

9095 Impoundment Fees: Fees generated from the impoundment and release of vehicles

9099 Other Fines and Forfeitures: Generated from fines as legislated

9100 Parking Citation Recovery: Funds generated from the recovery of outdated parking citations

Miscellaneous Revenue

7157 **Rent Income:** Funds generated from rental of city properties

9511 **Bank Interest:** Interest generated from bank accounts

9512 **Interest on Investments:** Interest generated on investments

9590 **Sale of Real Property:** Funds generated from the sale of city property

9591 **Sale of Police Property:** Funds generated from the sale of police property

9592 **Insurance Damage Recovery:** Funds generated from insurance claims

9595 **Bus Shelter Advertising:** Funds generated from advertisements on bus shelters

9599 **Miscellaneous Revenues:** Revenues as legislated

9600 **Other Financing:** Revenues generated from bank loans

9601 **Bike Co-op Revenues:** Revenues generated from the Bike Co-op

General Fund Expenses

	FY18 - Actuals	FY19 - Actuals	FY19 - Budget	FY20 - Approved	Change
	Jul '17 - Jun 18	Jul '18 - Jan 19	Jul '18 - Jun 19	Jul '19 - Jun 20	FY20 / FY19
Wages & Leave Pay					
3010 · Regular Pay	2,201,578.52	1,205,980.85	2,536,385.00	2,830,766.00	11.61%
3020 · Overtime Pay	146,982.18	123,877.91	67,500.00	65,562.00	(2.87%)
3022 · Court Pay	7,435.00	254.52	13,000.00	10,000.00	(23.08%)
3023 · Shift Differential	15,908.25	9,989.57	20,000.00	20,000.00	0.00%
3024 · Officer Field Training	850.00	1,050.00	1,000.00	3,000.00	200.00%
Total Wages & Leave Pay	2,372,753.95	1,341,152.85	2,637,885.00	2,929,328.00	11.05%
Employee Benefits & Services					
3030 · FICA Expense	179,044.87	102,300.60	203,490.00	215,765.00	6.03%
3040 · Life Insurance Expense	1,994.10	75,397.68	3,075.00	3,400.00	10.57%
3043 · Dental Insurance Expense	17,649.65	12,643.45	19,400.00	19,750.00	1.80%
3052 · Medical Insurance Expense	294,975.02	223,232.03	303,500.00	309,000.00	1.81%
3070 · Workers' Compensation Insurance	172,122.00	136,220.00	237,750.00	207,500.00	(12.72%)
3080 · Unemployment Insurance	9,749.93	8,102.44	11,985.00	12,605.00	5.17%
3090 · Retirement Contribution	161,190.66	189,856.80	217,650.00	218,074.00	0.19%
3091 · Garnishment Expense	0.00	2,417.50	0.00	0.00	0.00%
Total Employee Benefits & Services	836,726.23	750,170.50	996,850.00	986,094.00	(1.08%)
Materials & Supplies					
4129 · Office Supplies	33,795.46	4,852.90	11,000.00	16,000.00	45.45%
4130 · Postage & Delivery	9,555.56	6,622.04	17,400.00	11,000.00	(36.78%)
4131 · Computer Equipment & Supplies	14,981.99	0.00	5,450.00	25,500.00	367.89%
4233 · Materials & Supplies	36,015.42	14,606.87	67,650.00	87,729.00	29.68%
4234 · Police Supplies & Equipment	20,876.93	3,859.97	5,660.00	7,000.00	23.67%
4235 · Uniforms	11,998.95	4,139.04	12,000.00	19,825.00	65.21%
4236 · Firearms Supplies	8,036.51	156.10	8,000.00	11,000.00	37.50%
4237 · Uniform cleaning expenses	14,070.87	8,905.69	24,500.00	24,500.00	0.00%
4325 · Street Signs	4,177.08	7,000.68	7,000.00	7,000.00	0.00%
4326 · Traffic Calming Devices	0.00	215.91	0.00	56,000.00	100.00%
4330 · Vehicle Fuel & Oil	51,135.24	11,076.85	74,500.00	87,000.00	16.78%
Total Materials & Supplies	204,644.01	61,436.05	233,160.00	352,554.00	51.21%
Repairs & Maintenance					
4133 · Vehicle Expense Reimbursement	434.96	0.00	2,000.00	0.00	(100.00%)
4316 · Radio Repair	0.00	0.00	250.00	300.00	20.00%
4317 · Vehicle Repair & Maintenance	87,365.94	51,928.85	56,500.00	71,000.00	25.66%
4318 · Equipment Repairs & Maintenance	4,995.68	670.59	17,500.00	18,750.00	7.14%
4319 · Radio Maintenance	0.00	0.00	250.00	250.00	0.00%
5610 · MRBA Security Cameras Maintenan	0.00	410.32	1,000.00	1,000.00	0.00%
Total Repairs & Maintenance	92,796.58	53,009.76	77,500.00	91,300.00	17.81%
Professional Services					
4315 · Parking Meter Maintenance	149.36	70.41	500.00	0.00	(100.00%)
4323 · Vehicle Tracking Expenses - GPS	7,519.03	2,835.78	8,000.00	8,000.00	0.00%
5109 · Election Costs	0.00	0.00	6,000.00	0.00	(100.00%)
5110 · LEGAL- Professional Svcs.	110,387.42	79,833.81	80,000.00	85,000.00	6.25%
5112 · Professional Svcs - Computer	64,944.89	33,386.93	75,500.00	25,000.00	(66.89%)
5115 · Bank Charges	2,625.98	1,260.41	1,250.00	1,550.00	24.00%

General Fund Expenses	FY18 - Actuals	FY19 - Actuals	FY19 - Budget	FY20 - Approved	Change
	Jul '17 - Jun 18	Jul '18 - Jan 19	Jul '18 - Jun 19	Jul '19 - Jun 20	FY20 / FY19
5116 · Professional Svcs - Annual Audi	26,750.00	14,045.00	***20,000.00***	***22,500.00***	12.50%
5119 · Dispatch Services	77,800.00	0.00	***61,300.00***	***64,000.00***	4.40%
5120 · Office Equipment Lease	7,397.74	1,525.03	***12,000.00***	***10,000.00***	(16.67%)
5121 · Off Equip Maint Lease Agreement	49,536.55	3,224.35	***18,500.00***	***25,000.00***	35.14%
5122 · Computer Software Expenses	4,644.50	0.00	***5,000.00***	***9,500.00***	90.00%
5125 · Janitorial Maint. Services	25.00	0.00	***0.00***	***0.00***	0.00%
5126 · Professional/Contract Svc	81,698.03	79,928.90	***97,250.00***	***188,250.00***	93.57%
5130 · Employee Training	28,089.97	7,141.20	***21,250.00***	***47,000.00***	121.18%
5138 · Recruitment & Testing	9,325.00	26,294.75	***30,500.00***	***11,500.00***	(62.30%)
5139 · Temporary Labor	271,307.31	64,833.43	***28,000.00***	***33,000.00***	17.86%
5160 · Classified Advertising	1,498.00	400.00	***2,000.00***	***1,500.00***	(25.00%)
5161 · Printing & Copying	8,775.22	856.21	***5,250.00***	***6,000.00***	14.29%
5180 · Police Liability Insurance	29,021.03	29,685.00	***28,000.00***	***30,000.00***	7.14%
5181 · Public Official Liab. Insurance	9,634.45	9,618.00	***9,650.00***	***9,950.00***	3.11%
5182 · General Liability Insurance	15,250.37	17,156.00	***15,500.00***	***20,000.00***	29.03%
5183 · Health Benf. Pool Assessment 3Y	29,840.00	0.00	***0.00***	***0.00***	0.00%
5184 · Vehicle Insurance	37,975.32	38,474.00	***42,000.00***	***43,000.00***	2.38%
5187 · Other General Insurance	1,199.83	201.00	***1,250.00***	***1,000.00***	(20.00%)
5411 · Parking Meter Administration	0.00	0.00	***750.00***	***0.00***	(100.00%)
5412 · Parking Citation Recovery Exp.	36,505.62	12,216.96	***30,000.00***	***35,000.00***	16.67%
5620 · Recreation Program	14,005.84	29.90	***7,500.00***	***20,000.00***	166.67%
5621 · Web Master Services	0.00	225.00	***8,000.00***	***8,000.00***	0.00%
6560 · Payroll Expenses	13,294.11	4,279.10	***16,000.00***	***29,000.00***	81.25%
Total Professional Services	939,200.57	427,521.17	***630,950.00***	***733,750.00***	16.29%
Other Services & Charges					
5427 · Rent Expense	161.00	2,678.80	***9,000.00***	***5,000.00***	(44.44%)
4207 · Mayor and Council Events	0.00	2,296.43	***7,500.00***	***7,500.00***	0.00%
5417 · Employee Health/Wellness Progra	0.00	0.00	***0.00***	***10,000.00***	100.00%
5415 · Team Building & Appreciation	7,122.98	1,838.82	***10,010.00***	***20,235.00***	102.15%
4203 · Econ Devlp Program Exp	71,790.90	2,200.00	***23,000.00***	***40,000.00***	73.91%
4201 · City Sponsored Meetings	1,549.07	0.00	***2,500.00***	***2,500.00***	0.00%
4202 · Administrative Develop Programs	442.54	0.00	***0.00***	***0.00***	0.00%
4204 · Historic Preservation Tax Credi	0.00	2,298.00	***3,000.00***	***3,500.00***	16.67%
4205 · City Homeowners Tax Credit	27,487.49	0.00	***30,000.00***	***36,500.00***	21.67%
4500 · Contingency	0.00	0.00	***62,635.00***	***54,445.00***	(13.08%)
5150 · Travel Expense	1,219.65	0.00	***0.00***	***4,000.00***	100.00%
5250 · CDL Testing	0.00	30.00	***1,500.00***	***1,500.00***	0.00%
5310 · Tipping & Recycling Fees	80,863.75	41,485.71	***80,000.00***	***80,000.00***	0.00%
5311 · CDMA Fees Paid	27,918.75	0.00	***14,000.00***	***0.00***	(100.00%)
5321 · Message Production	10,271.00	11,285.00	***20,000.00***	***32,500.00***	62.50%
5323 · Cable charges	5,522.23	1,721.79	***7,750.00***	***8,500.00***	9.68%
5324 · Police Explorer Program	0.00	0.00	***0.00***	***2,500.00***	100.00%
5325 · Community Policing/Outreach Exp	997.02	0.00	***2,500.00***	***7,500.00***	200.00%
5340 · Conference/Convention Expense	29,946.36	8,312.97	***34,500.00***	***51,000.00***	47.83%
5350 · Association Dues	11,549.08	6,083.94	***11,750.00***	***13,525.00***	15.11%
5360 · Subscriptions & Publications	734.50	120.00	***1,500.00***	***2,250.00***	50.00%
5380 · Flowers & Gifts	0.00	0.00	***500.00***	***500.00***	0.00%
5400 · Miscellaneous Expense	13,563.57	19,875.77	***2,500.00***	***4,500.00***	80.00%
5401 · Public Safety Night Expense	0.00	638.00	***2,500.00***	***2,500.00***	0.00%

General Fund Expenses	FY18 - Actuals	FY19 - Actuals	FY19 - Budget	FY20 - Approved	Change
	Jul '17 - Jun 18	Jul '18 - Jan 19	Jul '18 - Jun 19	Jul '19 - Jun 20	FY20 / FY19
5403 · Veterans/LTR Tax Credit	11,803.05	1,179.71	***19,500.00***	***19,500.00***	0.00%
5447 · Interest - Code Vehicles			***0.00***	***2,148.00***	100.00%
5448 · Principal - Code Vehicles			***0.00***	***11,117.00***	100.00%
5449 · Interest - PW Trucks	2,928.98	0.00	***6,000.00***	***5,145.00***	(14.25%)
5458 · Interest-Capital Lease Police	68,509.94	0.00	***0.00***	***4,150.00***	100.00%
5459 · Principle -Capital Lease Police	41,800.00	0.00	***0.00***	***21,450.00***	100.00%
5460 · Principal-New DPW Trucks Lease	226,029.39	0.00	***27,000.00***	***26,635.00***	(1.35%)
5560 · I-Net Services	8,962.00	0.00	***13,985.00***	***15,000.00***	7.26%
5600 · Mount Rainier Day Expenses	17,285.80	0.00	***9,000.00***	***20,000.00***	122.22%
5603 · Tool Shed Expenses	0.00	0.00	***0.00***	***0.00***	0.00%
5604 · Bike Co-op Expenses	6,034.64	1,806.61	***1,250.00***	***6,500.00***	420.00%
5630 · Community Actvities					
5635 · Community Garden	0.00	0.00	***0.00***	***5,000.00***	100.00%
5650 · Council Engagement Events	0.00	0.00	***4,000.00***	***0.00***	(100.00%)
5649 · Community Conversations	0.00	78.41	***3,500.00***	***1,800.00***	(48.57%)
5648 · Open House	0.00	0.00	***2,500.00***	***2,500.00***	0.00%
5647 · International Day	0.00	0.00	***3,000.00***	***0.00***	(100.00%)
5646 · Winter Festival	0.00	0.00	***2,000.00***	***0.00***	(100.00%)
5645 · Spring Festival	0.00	0.00	***2,000.00***	***0.00***	(100.00%)
5644 · Halloween Event	0.00	0.00	***1,500.00***	***2,500.00***	66.67%
5643 · Scholarship Program	0.00	0.00	***7,500.00***	***7,500.00***	0.00%
5642 · Senior Programming	0.00	0.00	***2,500.00***	***2,500.00***	0.00%
5640 · Community Engagement Program	158.94	0.00	***0.00***	***0.00***	0.00%
5641 · CERT Team Expense	0.00	0.00	***3,000.00***	***2,500.00***	(16.67%)
5639 · Immigration Outreach Program	0.00	0.00	***1,500.00***	***1,000.00***	(33.33%)
5638 · Other Community Events	9,262.68	-974.65	***0.00***	***2,500.00***	0.00%
5637 · Veterans Celebration	0.00	0.00	***1,500.00***	***1,000.00***	(33.33%)
5651 · Egg Hunt Event	0.00	0.00	***0.00***	***4,000.00***	100.00%
5636 · Green Team Exp	1,552.50	549.39	***1,250.00***	***2,120.00***	69.60%
Total Community Actvities	10,974.12	-346.85	***35,750.00***	***34,920.00***	(2.32%)
6481 · Computer Purchase & Upgrade	0.00	0.00	***5,500.00***	***0.00***	(100.00%)
6482 · Equipment Purchase	60,865.84	1,637.65	***74,265.00***	***62,650.00***	(15.64%)
Total Other Services & Charges	746,333.65	105,142.35	***518,895.00***	***619,670.00***	19.42%
Infrastructure & Facil Maintenance					
5225 · Property Taxes	3,078.30	3,147.86	***3,500.00***	***4,000.00***	14.29%
5140 · Telephone	53,710.66	30,995.76	***52,500.00***	***66,250.00***	26.19%
5141 · Alarm Services	3,527.00	900.00	***1,500.00***	***750.00***	(50.00%)
5200 · Electricity	38,656.65	17,415.22	***43,250.00***	***31,500.00***	(27.17%)
5210 · Street Lights & Signals	88,847.85	40,526.19	***90,000.00***	***90,000.00***	0.00%
5211 · Street Lights & Signal Repair	8,481.98	712.86	***10,000.00***	***10,000.00***	0.00%
5220 · Heat	9,679.26	7,439.21	***19,250.00***	***6,000.00***	(68.83%)
5230 · Sidewalk & Street Maintenance	27,813.73	0.00	***0.00***	***0.00***	0.00%
5240 · Building Repair & Maintenance	260,763.33	73,663.80	***240,250.00***	***48,500.00***	(79.81%)
5241 · Pest Control	1,365.00	802.40	***2,000.00***	***3,200.00***	60.00%
5420 · Tree Maintenance	25,455.00	37,767.50	***32,500.00***	***60,000.00***	84.62%
5421 · Grounds Maintenance	23,972.00	18,158.00	***40,000.00***	***50,000.00***	25.00%
5426 · Equipment Rental	932.99	267.53	***3,000.00***	***3,000.00***	0.00%
5440 · Tree Purchases	2,260.00	0.00	***2,500.00***	***2,500.00***	0.00%
5700 · Abatement on Property Expenses	19,385.00	7,254.00	***10,000.00***	***11,250.00***	12.50%

General Fund Expenses	FY18 - Actuals Jul '17 - Jun 18	FY19 - Actuals Jul '18 - Jan 19	FY19 - Budget Jul '18 - Jun 19	FY20 - Approved Jul '19 - Jun 20	Change FY20 / FY19
Total Infrastructure & Facil Maintenance	567,928.75	239,050.33	***550,250.00***	***386,950.00***	(29.68%)
Capital Outlay - Capital Project					
6487 · Vehicle Purchase	86,092.82	191,636.26	***120,000.00***	***30,000.00***	(75.00%)
5850 · Capital Project Expenses	121,640.75	479,779.26	***703,075.00***	***651,400.00***	(7.35%)
Total Capital Outlay - Capital Project	207,733.57	671,415.52	***823,075.00***	***681,400.00***	(17.21%)
Debt Services					
6030 · Interest - Bond Bass Property	20,392.63	8,440.13	***15,675.00***	***10,589.00***	(32.45%)
6040 · Interest-Bond Funeral Home	35,086.64	15,982.80	***26,050.00***	***24,394.00***	(6.36%)
6070 · Principal - Bond Bass Property	97,385.53	50,448.95	***102,105.00***	***107,190.00***	4.98%
6080 · Principal-Bond Funeral Home	101,641.62	52,381.33	***110,650.00***	***112,335.00***	1.52%
Total Debt Services	254,506.42	127,253.21	***254,480.00***	***254,508.00***	0.01%
Grant Special Fund Expenses					
6751 · CDBG Grant Contract Work	175,970.00	0.00	***150,000.00***	***0.00***	
6752 · Contractor Svcs. (Grant)	37,416.00	0.00	***5,000.00***	***0.00***	
6753 · Community Legacy Expenses	87,295.00	24,868.34	***100,000.00***	***0.00***	
6757 · Material & Supplies Grant	0.00	0.00	***0.00***	***0.00***	
6758 · 3405 RI Develop-Grant Funds	0.00	0.00	***100,000.00***	***0.00***	
6759 · Grant Exp - Others	1,054.34	0.00	***0.00***	***0.00***	
Total Grant Special Fund Expenses	301,735.34	24,868.34	***355,000.00***	***0.00***	
Total General Fund · Expenses	**6,222,623.73**	**3,776,151.74**	**6,723,045.00**	**7,035,554.00**	4.65%
Total Grant Special Fund · Expenses	**301,735.34**	**24,868.34**	**355,000.00**	**0.00**	
Net Total City Fund · Expenses	**6,524,359.07**	**3,801,020.08**	**7,078,045.00**	**7,035,554.00**	(0.60%)

CITY OF MOUNT RAINIER

General Funds Expenditures

The “General Fund Expenditures” tally sheet showcases overall which line items funding is allocated. The previous four pages showed the overall financial picture of where each dollar is being spent.

All totals are a combination of the following departments: Mayor & Council, City Hall, Department(s) of Administrative Services, Police, Public Works, Code Enforcement, Economic Development and Non-Departmental transactions such as: Debt Services and Contingency expenses.

At the end of the last page you can see that the (Deficit) line of the Fiscal Year 20 Budget is $0. Our spending matches our revenue. The City is required by law to adopt a balanced budget.

Department of Mayor and Council

OBJECTIVES AND OPERATIONS

Objectives – The City of Mount Rainier is a Council-Manager form of government, which means that the Mayor and City Council all have the same and equal vote on legislation. They appoint a city manager to run the day to day operations of the government. We have one Mayor who represents the city as a whole who chairs the meetings and four council members, two from each ward in the city. They serve four year terms.

The staffing of the city consists of a City Manager who serves as the chief executive, six department heads who serve on the senior management team, and around 35 other staff positions throughout the ranks. The annual city budget is trending towards 7 million annually.

The Mayor and City Council operate on a Legislative Calendar where they normally meet from September through June of each year; they recess in July and August.

Core Functions – The Mayor and Council are elected policy makers for the City of Mount Rainier. The Mayor and Council meet regularly to discuss and propose legislation. The Mayor and Council pass an annual City Budget to allocate and distribute tax dollars on resources.

CONTACT THE MAYOR AND COUNCIL

Email: Council@mountrainiermd.org (emails to this address contact the Mayor and all four councilmembers)

Mayor Malinda Miles – mayormiles@gmail.com

Ward 1

Councilmember Luke Chesek – Lchesek@mountrainiermd.org
Councilmember Celina Benitez – Cbenitez@mountrainiermd.org

Ward 2

Councilmember Bryan Knedler – Bknedler@mountraineirmd.org
Councilmember Scott Cecil – Scecil@mountrainiermd.org

Address: City Hall 1 Municipal Place, Mount Rainier MD 20712

Department of Mayor and Council

FY 2020 BUDGET SUMMARY

The FY 2020 approved budget for Mayor and Council is $140,195 which is an increase of about 3.87% or $5,220 from approved budget FY 2019

Budgetary Changes –

FY 2019 APPROVED DEPARTMENT BUDGET	**$134,975**
Increased Expense: Compensation – Salary increase for council members as proposed in City Council Compensation Ordinance	$5,000
Decreased Expense: Employee Benefits & Services – Revised calculation on unemployment insurance and retirement contribution to better align with prior year actual costs.	($2,780)
Unchanged Expense: Professional Services – Remains unchanged for Council Retreat to be done in FY2020	$-0-
Increased Other Services & Charges: Homeowners Tax Credit – the City currently offers a 15% Tax Credit to Homeowners who receive credit from the State; the number of Homeowners receiving this credit is growing. An increased allocation of 21.67% allows the City to continue to return this credit to the residents	$3,000
FY 2020 APPROVED BUDGET	**$140,195**

Department Expenses	FY18 - Actuals Jul '17 - Jun 18	FY19 - Actuals Jul '18 - Jan 19	FY19 - Budget Jul '18 - Jun 19	FY20 - Approved Jul '19 - Jun 20	Change FY20 / FY19
Wages & Leave Pay					
3010 · Regular Pay	34,147.32	24,662.69	35,000.00	**40,000.00**	14.29%
3020 · Overtime Pay	0.00	0.00	0.00	**0.00**	0.00%
Total Wages & Leave Pay	34,147.32	24,662.69	35,000.00	**40,000.00**	14.29%
Employee Benefits & Services					
3030 · FICA Expense	2,612.32	1,463.70	2,700.00	**2,270.00**	(15.93%)
3070 · Workers' Compensation Insurance	0.00	0.00	250.00	**0.00**	(100.00%)
3080 · Unemployment Insurance	695.72	493.05	1,275.00	**975.00**	(23.53%)
3090 · Retirement Contribution	582.08	900.02	3,000.00	**1,200.00**	(60.00%)
Total Employee Benefits & Services	3,890.12	2,856.77	7,225.00	**4,445.00**	(38.48%)
Professional Services					
5126 · Professional/Contract Svc	0.00	0.00	4,000.00	**4,000.00**	0.00%
Total Professional Services	0.00	0.00	4,000.00	**4,000.00**	0.00%
Other Services & Charges					
4204 · Historic Preservation Credit	0.00	2,298.00	3,000.00	**3,500.00**	16.67%
4205 · Homeowners Tax Credit	27,487.49	0.00	30,000.00	**36,500.00**	21.67%
4207 · Mayor and Council Events	0.00	1,496.43	7,500.00	**7,500.00**	0.00%
4201 · City Sponsored Meetings	1,110.39	0.00	2,500.00	**2,500.00**	0.00%
5403 · Veterans / LTR Tax Credit	11,803.05	1,179.71	19,500.00	**19,500.00**	0.00%
5340 · Conference/Convention Expense	10,746.86	1,322.10	15,000.00	**15,000.00**	0.00%
5350 · Association Dues	7,488.08	5,488.94	6,750.00	**6,750.00**	0.00%
5380 · Flowers & Gifts	0.00	0.00	500.00	**500.00**	0.00%
5400 · Miscellaneous Expense	2,002.07	52.95	0.00	**0.00**	0.00%
5650 · Council Engagement Events	0.00	0.00	4,000.00	**0.00**	(100.00%)
Total Other Services & Charges	60,637.94	11,838.13	88,750.00	**91,750.00**	3.38%
Total Department Expenditures	98,675.38	39,357.59	134,975.00	**140,195.00**	3.87%

CITY OF MOUNT RAINIER

Mayor and Council

Expenditures by Object and Program Classification

Narrative Description of Program Accounts

Wages and Leave Pay

3010 Regular Pay: Pay to the Mayor and Council – Ordinance 09-2016. Mayor compensated at $10,000 and councilmembers compensated at $7,500 each

Employee Benefits and Services

3030 FICA Expenses: Federal Insurance Contributions Act, employer's portion of social security and Medicaid expenses

3070 Workers Comp Insurance: Funds to cover the cost of workers compensation insurance, provides care for employees injured on the job

3080 Unemployment Insurance: Funds to cover the cost of unemployment insurance

3090 Retirement Contribution: Employers contribution to the State retirement and pension system

Professional Services

5126 Professional Services Contract: Designated $4,000 for a Council Retreat.

Other Services and Charges

4201 City Sponsored Meetings: Funds allocated for meetings held by the City

4204 Historic Preservation Credit: Funds allocated for Residents making Maryland State approved expenditures to their primary home; the City approves an additional 10% Tax Credit Relief on Town Taxes assessed to the homeowner for the incurred cost of expenditures. Residents must submit an application for the credit to be given.

4205 Homeowners Tax Credit: Funds allocated for Residents who have been approved by the Maryland Department of Assessment and Taxation and are currently receiving the Homeowners Tax Credit on their County Bill. This application must be renewed yearly with the State. The City automatically provides an additional 15% Tax Credit Relief on Town Taxes assessed without Resident applications; information comes from the County.

4201 **City Sponsored Meetings:** Funds allocated for meetings held by the City

4207 **Mayor and Council Events:** Funds allocated for Mayor and Council to contribute to community events

5150 **Travel Expense:** Funds for travel expenses by the Mayor and City Council

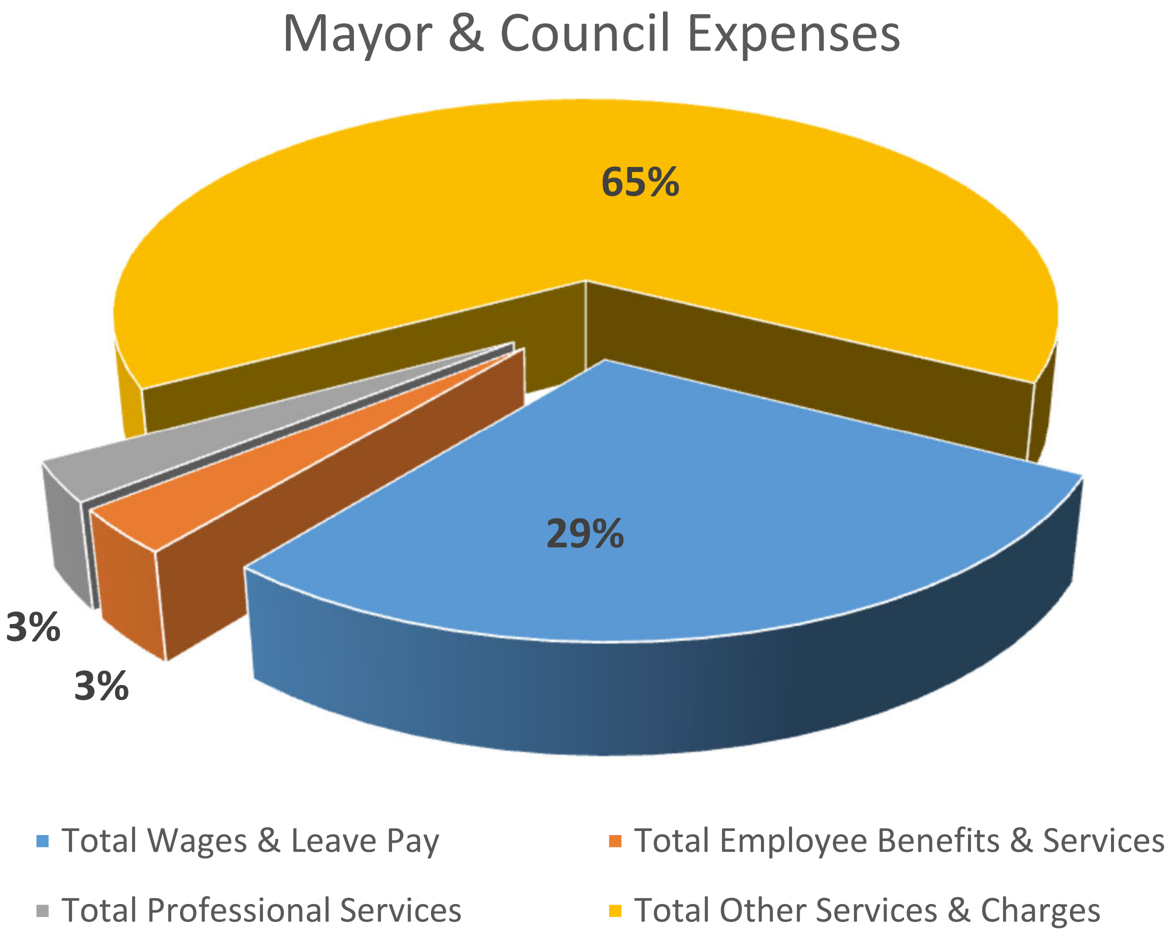
5340 **Conference and Convention Expenses:** Funds designated for the Maryland Municipal League conference and other conferences as decided

5350 **Association Dues:** Funds for dues payments to various associations

5380 **Flowers and Gifts:** Funds for the purchase of flowers and gifts

5400 **Miscellaneous Expenses:** Funds designated for miscellaneous expenses as needed

5403 **Veterans / LTR Tax Credit:** Funds allocated for Residents who are 65 years of age and either are a retired Military veteran and/or who have lived in their primary residence for 40 years or greater. The City provides a 20% Tax Credit Relief on Town Taxes assessed annually. The Resident must submit an applicable on a fiscal year basis to receive the credit


Mayor & Council Expenses
65%
29%
3%
3%
Total Wages & Leave Pay
Total Employee Benefits & Services
Total Professional Services
Total Other Services & Charges

CITY HALL (GENERAL GOVERNMENT)

OBJECTIVES AND OPERATIONS

Objectives – The Department of City Hall consists of the City Manager and the Department of Finance whom oversee and provide general governmental services to the City of Mount Rainier. The City Manager is tasked with complete oversight of the operations of the City, to include but not limited to Finance, Administrative Services, Code Enforcement, Public Works, Public Safety and Economic Development. The Department of Finance collects and accounts for all revenue generated by City operations and also provides funds disbursement, treasury, accounting and debt management best practices in order to ensure the delivery of fiscally accountable and effective local government services.

Core Services –

City Manager

- Oversight of all administrative functions of the City
- Fulfills legislative objectives of the Mayor and City Council

Department of Finance

- Revenue collection and investment
- Funds Disbursement
- Debt Management, including treasury services and preparation of documents for City bond issuances
- Funds accounting, cash management, oversight of fiscal annual audits, budget preparations and preparing financial statements
-

Strategic Focus in FY 2020 –

City Manager

- Carry out the legislative priorities passed by the Mayor and City Council

Department of Finance

- Start the transition of the City's previous accounting software (QuickBooks) into a more enterprise wide software solutions
- Complete timely Audits
- Carry out and oversee the FY 20 Budget
- Consolidate the City's Bank Accounts and Reserves

FY 2020 BUDGET SUMMARY

The FY 2020 proposed budget for City Hall (General Government) is $989,725 which is an increase of about 55.52% or $353,330 from approved budget FY 2019

Budgetary Changes –

FY 2019 APPROVED DEPARTMENT BUDGET	**$636,395**
Increase Expense: Total Wages & Leave Pay – Salary increase of 3% merit and funding of new Administrative Assistant position & Systems Analyst / Asset Coordinator	$123,783
Increase Expense: Total Employee Benefits & Services – increase benefit funding for additional City positions and aligning benefit rate increase with salary rate increase	$23,397
Increase Expense: Materials & Supplies – increase in cost in office supplies of 20% to include all staffing at the City Hall location, which includes but not limited to Office of Administrative Services, Office of Code Enforcement and covered costs of the Office of Economic Development; includes new purchases of computers for new personnel and upgrading outdated office equipment that does not allow for employee efficiency	$37,000
Decrease Expense: Repairs & Maintenance – reallocating cost expenses for normal operations of the office and travel expenses reimbursed in this line to Materials & Supplies	($1,000)
Increase Expense: Professional Services – increased funding for professional services to assist in the creation of the City of Mount Rainier strategic planning; increased expenses for new HRIS payroll company, expenses for various leased office equipment in different departments has been reallocated back to City Hall	$121,100
Decrease Expense: Other Services & Charges – reallocating cable charges from across all departments to City Hall and removing CDMA fees from government expenses	($5,200)
Increase Expense: Infrastructure & Facility Maintenance – centralized billing for telephone expenses; including purchase of City wide cell phones for employees to further ensure feasibility and compliance with FOIA; large phased approach throughout the fiscal year	$54,250
FY 2020 Proposed Budget	**$989,725**

Department Expenses

	FY18 - Actuals Jul '17 - Jun 18	FY19 - Actuals Jul '18 - Jan 19	FY19 - Budget Jul '18 - Jun 19	FY20 - Proposed Jul '19 - Jun 20	Change FY20 / FY19
Wages & Leave Pay					
3010 · Regular Pay	200,402.68	146,916.24	261,600.00	**382,557.00**	46.24%
3020 · Overtime Pay	9,028.94	1,944.46	1,000.00	**3,826.00**	282.60%
Total Wages & Leave Pay	209,431.62	148,860.70	262,600.00	**386,383.00**	47.14%
Employee Benefits & Services					
3030 · FICA Expense	16,125.31	11,253.36	20,000.00	**29,266.00**	46.33%
3040 · Life Insurance Expense	1,688.10	75,081.48	250.00	**375.00**	50.00%
3043 · Dental Insurance Expense	6,613.42	1,283.41	1,000.00	**1,250.00**	25.00%
3052 · Medical Insurance Expense	158,314.44	21,611.01	18,880.00	**25,000.00**	32.42%
3070 · Workers' Compensation Insurance	172,122.00	4,297.20	7,500.00	**7,500.00**	0.00%
3080 · Unemployment Insurance	548.52	850.46	765.00	**1,275.00**	66.67%
3090 · Retirement Contribution	23,656.04	23,474.66	22,500.00	**29,626.00**	31.67%
Total Employee Benefits & Services	379,067.83	137,851.58	70,895.00	**94,292.00**	33.00%
Materials & Supplies					
4129 · Office Supplies	24,381.13	4,893.20	11,000.00	**16,000.00**	45.45%
4130 · Postage & Delivery	3,124.27	1,076.13	2,500.00	**10,000.00**	300.00%
4131 · Computer Equipment & Supplies	4,198.75	0.00	2,500.00	**25,500.00**	920.00%
4233 · Materials & Supplies	10,048.45	1,093.64	1,000.00	**2,500.00**	150.00%
Total Materials & Supplies	41,752.60	7,062.97	17,000.00	**54,000.00**	217.65%
Repairs & Maintenance					
4133 · Vehicle Expense Reimbursement	292.64	0.00	750.00	**0.00**	(100.00%)
4318 · Equipment Repairs & Maintenance	0.00	19.61	250.00	**0.00**	(100.00%)
Total Repairs & Maintenance	292.64	19.61	1,000.00	**0.00**	(100.00%)
Professional Services					
4323 · Vehicle Tracking Expenses - GPS	5,739.20	2,835.78	8,000.00	**8,000.00**	0.00%
5110 · LEGAL- Professional Svcs.	24,649.86	5,518.88	80,000.00	**85,000.00**	6.25%
5112 · Professional Svcs - Computer	40,161.77	4,714.88	30,000.00	**25,000.00**	(16.67%)
5115 · Bank Charges	1,653.40	395.99	1,250.00	**1,550.00**	24.00%
5116 · Audit Charges	11,000.00	14,045.00	20,000.00	**22,500.00**	12.50%
5120 · Office Equipment Lease	6,765.75	1,350.13	7,500.00	**10,000.00**	33.33%
5121 · Off Equip Maint Lease Agreement	38,610.11	1,811.52	7,500.00	**25,000.00**	233.33%
5126 · Professional/Contract Svc	4,215.50	19,697.66	15,000.00	**90,000.00**	500.00%
5130 · Employee Training	14,931.26	307.74	3,000.00	**4,000.00**	33.33%
5139 · Temporary Labor	240,065.56	41,947.29	8,000.00	**8,000.00**	0.00%
5160 · Classified Advertising	498.00	0.00	1,500.00	**1,500.00**	0.00%
5161 · Printing & Copying	1,841.72	534.00	1,250.00	**6,000.00**	380.00%
5181 · Public Official Liability Insurance	9,634.45	9,046.00	9,650.00	**9,950.00**	3.11%
5182 · General Liability Insurance	15,250.37	17,156.00	15,500.00	**20,000.00**	29.03%
5187 · Other General Insurance	31,039.83	773.00	1,250.00	**1,000.00**	(20.00%)
6560 · Payroll Expenses	12,719.01	3,188.65	16,000.00	**29,000.00**	81.25%
Total Professional Services	458,775.79	123,322.52	225,400.00	**346,500.00**	53.73%

Department Expenses	FY18 - Actuals	FY19 - Actuals	FY19 - Budget	FY20 - Proposed	Change
	Jul '17 - Jun 18	Jul '18 - Jan 19	Jul '18 - Jun 19	Jul '19 - Jun 20	FY20 / FY19
Other Services & Charges					
5150 · Travel Expense	920.00	0.00	0.00	**1,500.00**	100.00%
5427 · Rent Expense	161.00	724.80	0.00	**0.00**	0.00%
5415 · Team Building & Appreciation	0.00	0.00	0.00	**600.00**	100.00%
5311 · CDMA Fees Paid	27,918.75	0.00	14,000.00	**0.00**	(100.00%)
5323 · Cable charges	1,443.12	423.00	1,250.00	**8,500.00**	580.00%
5340 · Conference/Convention Expense	7,347.61	1,455.29	6,000.00	**7,000.00**	16.67%
5350 · Association Dues	1,124.00	50.00	1,250.00	**1,200.00**	(4.00%)
5360 · Subscriptions & Publications	226.50	120.00	250.00	**250.00**	0.00%
5400 · Miscellaneous Expense	6,726.41	18,281.66	500.00	**2,500.00**	400.00%
6481 · Computer Purchase & Upgrade	0.00	0.00	3,000.00	**0.00**	(100.00%)
6482 · Equipment Purchase	171.82	0.00	500.00	**0.00**	(100.00%)
Total Other Services & Charges	46,039.21	21,054.75	26,750.00	**21,550.00**	(19.44%)
Infrastructure & Facil Maintenance					
5140 · Telephone	50,388.85	23,443.70	11,000.00	**65,000.00**	490.91%
5200 · Electricity	8,932.20	3,549.85	8,000.00	**8,000.00**	0.00%
5220 · Heat	39.75	0.00	250.00	**0.00**	(100.00%)
5225 · Property Taxes	3,078.30	3,147.86	3,500.00	**4,000.00**	14.29%
5240 · Building Repair & Maintenance	132,489.68	4,853.00	10,000.00	**10,000.00**	0.00%
Total Infrastructure & Facil Maint	194,928.78	34,994.41	32,750.00	**87,000.00**	165.65%
Total Department Expenditures	1,330,288.47	473,166.54	636,395.00	**989,725.00**	55.52%

Breakdown of Grouped Funds:

- 5126 - Professional / Contract Services
  - $65,000 - City of Mount Rainier Strategic Planning Session
  - $20,000 - Artwork funding
  - $5,000 - Language Line Services

List of Account expenses that have been re-centralized to City Hall Budget:

- 4129 - Office Supplies
- 4130 - Postage & Delivery
- 4131 - Computer Equipment & Supplies
- 4323 - Vehicle Tracking Expenses - GPS
- 5120 - Office Equipment Lease
- 5121 - Office Equipment Maintenance Lease Equipment
- 5140 - Telephone
- 5160 - Classified Advertising
- 5161 - Printing & Copying
- 5323 - Cable Charges

CITY OF MOUNT RAINIER

City Hall (City Manager and Finance Department Functions)

Expenditures by Object and Program Classification

Narrative Description of Program Accounts

Wages and Leave Pay

3010 **Regular Pay:** Designated pay for employees

3020 **Overtime Pay:** Funds available for work performed beyond regular work hours

Employee Benefits and Services

3030 **FICA Expenses:** Federal Insurance Contributions Act, employer's portion of social security

3040 **Life Insurance Expenses:** Employee monthly life insurance premium paid by the City

3043 **Dental Insurance Expenses:** Employee monthly dental insurance premium paid by the City

3052 **Medical Insurance Expenses:** Employee monthly medical insurance premium paid by the City

3070 **Workers Comp Insurance:** Funds to cover the cost of workers compensation insurance, provides care for employees injured on the job

3080 **Unemployment Insurance:** Funds to cover the cost of unemployment insurance

3090 **Retirement Contribution:** Employer's contribution to the State retirement and pension system

Materials and Supplies

4129 **Office Supplies:** Stationary, office supplies, and materials needed for the administrative offices

4130 Postage and Delivery: Funds for postage and mailing costs

4131 Computer Equipment and Supplies: Funds for the purchase of computer equipment and supplies

4233 Materials & Supplies: Funds for the purchase of materials and supplies

Professional Services

4323 Vehicle Tracking – GPS: Costs for GPS tracking on various department vehicles in Code Enforcement, Public Works and Police

5110 Legal Services: Funds designated for legal bills; all billing will be designated to City Hall for all governmental incurred expenses

5112 Computer Services: Departments shared cost of the IT support fees

5115 Bank Charges: Fees paid to banks for administration of accounts

5116 Audit: Funds designated for the cost of an independent annual financial audit

5120 Office Equipment Lease: Costs incurred for leasing office equipment

5121 Office Equipment Maintenance Contracts: Costs incurred for office equipment maintenance repair

5126 Professional / Contractual Services: Costs incurred for 3rd party provided services in addition to funds allocated for City of Mount Rainier Strategic Planning creation, additions for public artwork and an allocated language services provider for the main number

5130 Employee Training: Funds designated for employee training courses and programs

5139 Temporary Labor: Funds designated for the cost of temporary labor

5160 Classified Advertising: Funds designated for advertising in newspapers of record things such as legal notices, job posting, RFQ, etc…

5161 Printing and Copying: Funds designated for printing and copying costs

5181 Public Official Liability Insurance: Funds designated for City Official liability coverage through Local Government Insurance Trust

5182 **General Liability Insurance:** Funds designated for the City to maintain coverage for normal business operations through Local Government Insurance Trust

5187 **Other General Insurance:** Funds designated for other City liability coverage for bonded City Manager and Director of Finance

6560 **Payroll Expenses:** Funds for payroll software and expenses

Other Services and Charges

5150 **Travel Expense:** Funds designated for personal reimbursement during travel; typically utilized for transportation, minimal costs incurred

5311 **CDMA Fees Paid:** CDMA Fees transferred to the Mount Rainier Business Association

5323 **Cable Charges:** Funds designated for the cost of cable TV

5340 **Conference and Convention Expenses:** Funds designated for attendance at conferences and conventions

5350 **Association Dues:** Funds for dues payments to government associations

5360 **Subscriptions and Publications:** Funds designated for the cost of subscription and relevant government publications purchases

5400 **Miscellaneous Expenses:** Funds designated for miscellaneous expenses as needed

5415 **Team Building and Appreciation:** Funds designated for department appreciation and recognition

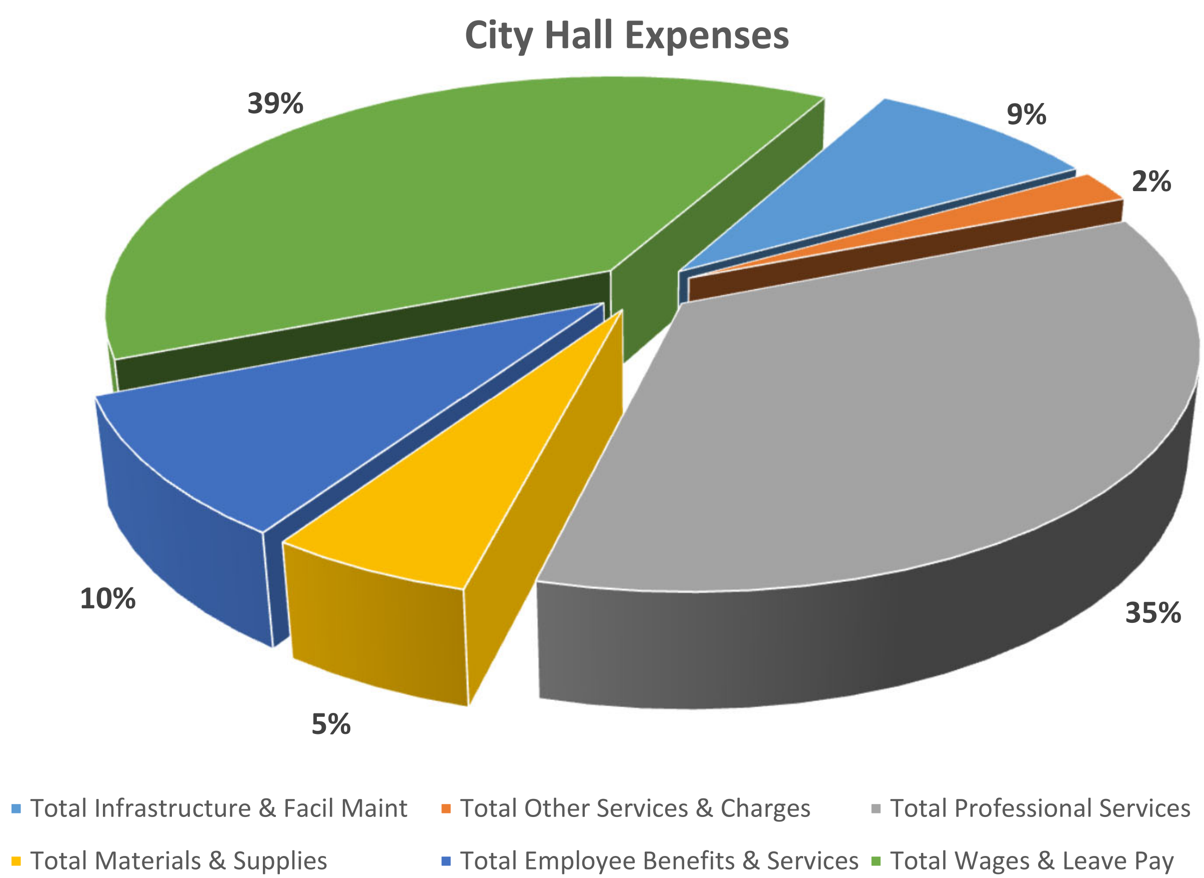
Infrastructure and Facility Maintenance

5140 **Telephone:** Funds designated for the expense of all of the City of Mount Rainier employee phones

5200 **Electricity:** Funds designated for electricity charges

5220 **Heat:** Funds designated for maintaining water and heat expenses

5240 **Building Repairs and Maintenance (City Hall):** Funds designated for the repairs and maintenance of public building


City Hall Expenses
39%
9%
2%
10%
35%
5%
Total Infrastructure & Facil Maint
Total Other Services & Charges
Total Professional Services
Total Materials & Supplies
Total Employee Benefits & Services
Total Wages & Leave Pay

Department of Administrative Services

OBJECTIVES AND OPERATIONS

Objectives – The Department of Administrative Services is responsible for Human Resource functions of the City, City Clerk functions, Administrative Support Functions, Communications Functions, and planning Community Events. The Department of Administrative Services strives to provide the best quality services to residents.

Core Services –

- Records and Retention
- Elections
- Human Resources
- Employee Appreciation, Wellness, and Engagement
- Communications
- Community Events
- Committees
- Administrative Support

Strategic Focus in FY 2020 – The Department of Administrative Services expands its role in Fiscal Year 2020. The Communications and Community Events Coordinator will oversee City efforts to improve the way it communicates with residents. The City Clerk will move from the front desk of City Hall to a new location where more focus can be on records, retention, minutes, and legislation. A rewrite of the Employee Manual will be presented. Employee engagement, training, and wellness continue to be goals.

CONTACT THE DEPARTMENT OF ADMINISTRATIVE SERVICES

Office: 301-985-6585

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City Clerk: John Hoatson

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Communications and Community Events Coordinator: Raina Walker

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Department of Administrative Services

FY 2020 BUDGET SUMMARY

The FY 2020 approved budget for the Department of Administrative Services is $526,472 which is an increase of about 35.58% or $138,167 from approved budget FY 2019

Budgetary Changes –

FY 2019 APPROVED DEPARTMENT BUDGET	**$388,305**
Increase Expense: Wages & Leave Pay – increase cost for adding approved position of Communications / Events Coordinator; additionally bringing MRTV out of contract services and re-adding official positions	$95,132
Increase Expense: Employee Benefits & Services – increase cost for additional personnel being added to the department. Maintain 29% fringe benefit to salaries	$25,575
Decrease Expense: Materials & Supplies; Repairs & Maintenance; Infrastructure & Facility Maintenance	($16,000)
Decrease Expense: Professional Services – reduction in MRTV services in professional expenses to be allocated back to salary position	($41,000)
Increase Expense: Other Services & Charges – including new employee wellness program to be implemented for the City of Mount Rainier employee incentives; all community event activities and budget have been moved to this department as well	$74,460
FY2020 APPROVED BUDGET	**$526,472**

Department Expenses	FY18 - Actuals	FY19 - Actuals	FY19 - Budget	FY20 - Approved	Change
	Jul '17 - Jun 18	Jul '18 - Jan 19	Jul '18 - Jun 19	Jul '19 - Jun 20	FY20 / FY19
Wages & Leave Pay					
3010 · Regular Pay	123,915.98	79,002.38	151,100.00	**245,279.00**	62.33%
3020 · Overtime Pay	0.00	0.00	1,500.00	**2,453.00**	63.53%
Total Wages & Leave Pay	123,915.98	79,002.38	152,600.00	**247,732.00**	62.34%
Employee Benefits & Services					
3030 · FICA Expense	9,468.07	5,899.60	11,525.00	**18,764.00**	62.81%
3040 · Life Insurance Expense	10.20	10.20	150.00	**325.00**	116.67%
3043 · Dental Insurance Expense	208.74	815.81	750.00	**1,250.00**	66.67%
3052 · Medical Insurance Expense	13,106.76	12,726.64	11,330.00	**20,000.00**	76.52%
3070 · Workers' Compensation Insurance	0.00	2,864.70	5,000.00	**7,500.00**	50.00%
3080 · Unemployment Insurance	1,136.54	573.75	510.00	**1,020.00**	100.00%
3090 · Retirement Contribution	0.00	8,032.52	13,000.00	**18,981.00**	46.01%
Total Employee Benefits & Services	23,930.31	30,923.22	42,265.00	**67,840.00**	60.51%
Materials & Supplies					
4130 · Postage & Delivery	8,524.74	5,286.30	13,250.00	**0.00**	(100.00%)
Total Materials & Supplies	8,524.74	5,286.30	13,250.00	**0.00**	
Repairs & Maintenance					
4133 · Vehicle Expense Reimbursement	137.95	0.00	750.00	**0.00**	(100.00%)
4318 · Equipment Repairs & Maintenance	0.00	0.00	1,250.00	**0.00**	(100.00%)
Total Repairs & Maintenance	137.95	0.00	2,000.00	**0.00**	(100.00%)
Professional Services					
5112 · Professional Svcs - Computer	0.00	1,184.60	0.00	**0.00**	100.00%
5122 · Computer Software Expenses	0.00	0.00	5,000.00	**9,500.00**	90.00%
5126 · Professional/Contract Svc	6,823.10	33,184.08	54,500.00	**10,000.00**	(81.65%)
5138 · Recruitment & Testing	2,227.00	496.00	3,500.00	**2,500.00**	(28.57%)
5621 · Web Master Fees	0.00	225.00	8,000.00	**8,000.00**	0.00%
Total Professional Services	9,050.10	34,864.68	71,000.00	**30,000.00**	(57.75%)
Other Services & Charges					
5150 · Travel Expense	0.00	0.00	0.00	**2,500.00**	100.00%
5321 · Message Production	10,271.00	11,285.00	20,000.00	**32,500.00**	0.00%
5415 · Team Building & Appreciation	5,910.20	1,156.65	5,240.00	**15,480.00**	195.42%
5417 · Employee Wellness Program	0.00	0.00	0.00	**10,000.00**	100.00%
5340 · Conference/Convention Expense	2,370.18	251.29	2,000.00	**9,000.00**	350.00%
5350 · Association Dues	335.00	0.00	450.00	**1,000.00**	122.22%
5360 · Subscriptions & Publications	0.00	0.00	250.00	**1,000.00**	300.00%
5400 · Miscellaneous Expense	1,060.72	0.00	250.00	**500.00**	100.00%
5401 · Public Safety Night	0.00	638.00	2,500.00	**2,500.00**	0.00%
5560 · I-Net Services	8,962.00	0.00	13,985.00	**15,000.00**	7.26%
5600 · Mt. Rainier Day	17,285.80	0.00	9,000.00	**20,000.00**	122.22%
5604 · Bike Co-Op	6,034.64	1,806.61	1,250.00	**6,500.00**	420.00%
5620 · Recreational Committee	14,005.84	29.90	7,500.00	**20,000.00**	166.67%
5635 · Community Garden	0.00	0.00	0.00	**5,000.00**	100.00%
5636 · Green Team Exp	1,552.50	549.39	1,250.00	**2,120.00**	69.60%
5637 · Veterns Celebration	0.00	0.00	1,500.00	**1,000.00**	(33.33%)

5638 · Other Community Events	0.00	0.00	0.00	**2,500.00**	100.00%
5639 · Immigration Outreach	0.00	0.00	1,500.00	**1,000.00**	(33.33%)
5641 · CERT Team	0.00	0.00	3,000.00	**2,500.00**	(16.67%)
5642 · Senior Programming	0.00	0.00	2,500.00	**2,500.00**	0.00%
5643 · Scholarship Program	0.00	0.00	7,500.00	**7,500.00**	0.00%
5644 · Halloween Event	0.00	0.00	1,500.00	**2,500.00**	66.67%
5648 · Open House	0.00	0.00	2,500.00	**2,500.00**	0.00%
5649 · Community Conversations	0.00	78.41	3,500.00	**1,800.00**	(48.57%)
5651 · Egg Hunt Event	0.00	0.00	0.00	**4,000.00**	100.00%
6482 · Equipment Purchases	10,930.97	154.90	19,265.00	**10,000.00**	(48.09%)
Total Other Services & Charges	78,718.85	15,950.15	106,440.00	**180,900.00**	69.95%
Infrastructure & Facil Maint					
5140 · Telephone	(68.62)	0.00	750.00	**0.00**	(100.00%)
Total Infrastructure & Facil Maint	(68.62)	0.00	750.00	**0.00**	(100.00%)
Total Department Expenditures	244,209.31	166,026.73	388,305.00	**526,472.00**	35.58%

Breakdown of Grouped Funds:

- 5638 - Other Community Events
  - $1,000 - Mount Rainier Teacher Appreciation Week
  - $1,000 - Junior Council Session
  - $500 - Census Working Event Funding

***Note:** Recreation Committee to designate $7,500 for grant funding in FY2020

CITY OF MOUNT RAINIER

Department of Administrative Services

Expenditures by Object and Program Classification

Narrative Description of Program Accounts

Wages and Leave Pay

3010 **Regular Pay:** Designated pay for employees

3020 **Overtime Pay:** Funds available for work performed beyond regular work hours

Employee Benefits and Services

3030 **FICA Expenses:** Federal Insurance Contributions Act, employer's portion of social security

3040 **Life Insurance Expenses:** Employee monthly life insurance premium paid by the City

3043 **Dental Insurance Expenses:** Employee monthly dental insurance premium paid by the City

3052 **Medical Insurance Expenses:** Employee monthly medical insurance premium paid by the City

3070 **Workers Comp Insurance:** Funds to cover the cost of workers compensation insurance, provides care for employees injured on the job

3080 **Unemployment Insurance:** Funds to cover the cost of unemployment insurance

3090 **Retirement Contribution:** Employer's contribution to the State retirement and pension system

Professional Services

5122 **Computer Software:** Funds designated for enhanced software for the MRTV, Communications and Newsletter software and other graphic design initiatives

5126 **Professional. Services:** Funds designated for a staff retreat/training

5138 **Recruitment & Testing:** Funds designated for staff recruitment and drug testing

5621 **Web Master Fees:** Fees paid to web hosting company

Other Services and Charges

5150 **Travel Expenses:** Funds allocated for personal reimbursement for travel while on business for the City of Mount Rainier

5321 **Message Production:** Funds allocated for creation, production, maintenance of City of Mount Rainier news article and website update management

5340 **Conference and Convention Expenses:** Funds designated for attendance at conferences and conventions

5350 **Association Dues:** Funds for dues payments to various associations

5360 **Subscriptions and Publications:** Funds designated for the cost of subscription and relevant publications purchases

5400 **Miscellaneous Expenses:** Funds designated for miscellaneous expenses as needed

5401 **Public Safety Night:** Departments costs for GPS tracking on department vehicles

5415 **Team Building and Appreciation:** Funds designated for employee team building events and activities, including staff meetings and employee holiday party as well as staff retreat/training

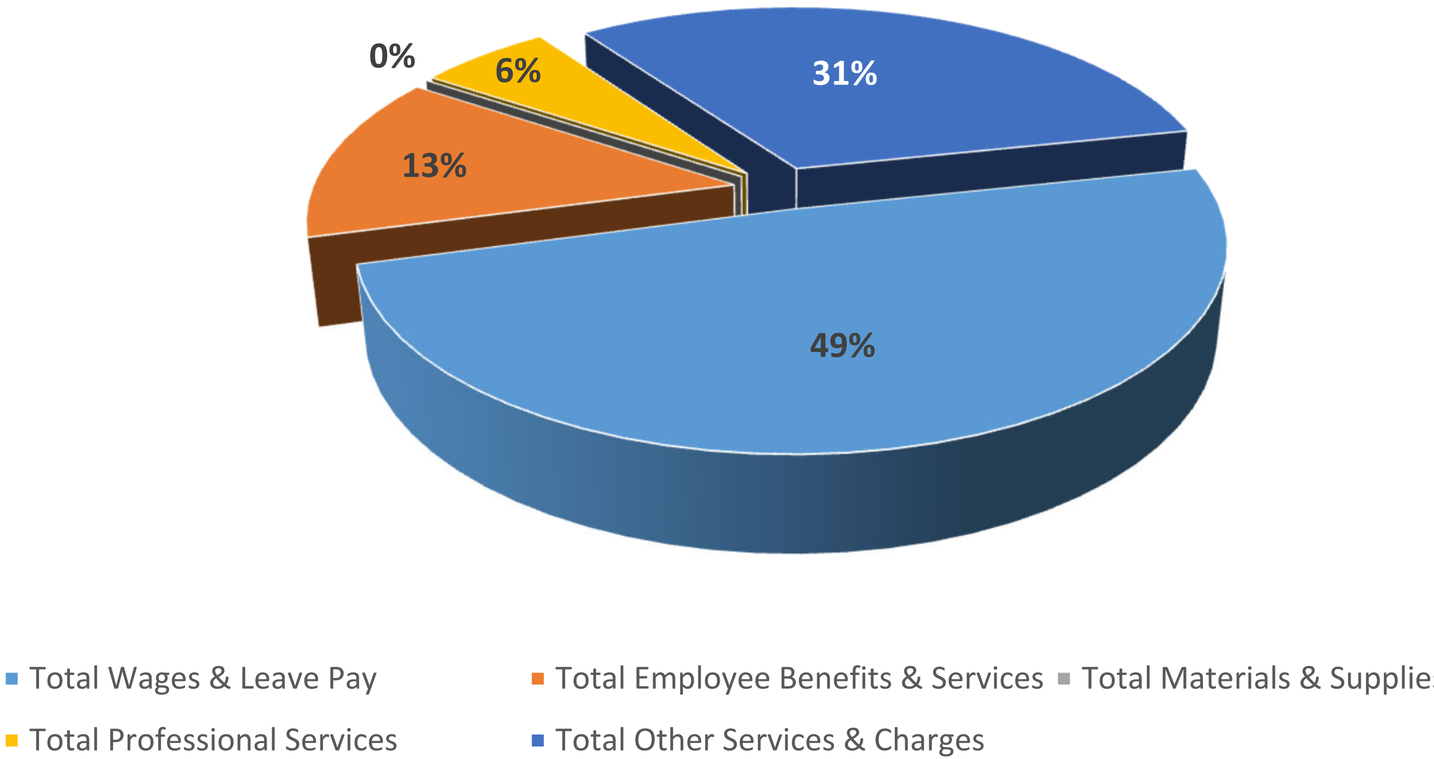
5417 **Employee Wellness Program:** Funds allocated for the usage of ensuring the City of Mount Rainier employees have the opportunities to participate in a healthy lifestyle through various City paid programs

5560 **I Net Services:** Funds allocated for the usage of electronic delivery services provided to the City (i.e.. internet service, serve usage and backups)

56** **5600 – 5651 Various Community Events:** Funds designated for the City of Mount Rainier Committee functions and activities

6482 **Equipment Purchases:** Funds utilize to make large equipment purchases for MRTV

Department of Administrative Services



Department of Economic Development

OBJECTIVES AND OPERATIONS

Objectives – The Department of Economic Development is focused on building and expanding local businesses, attracting new businesses to the area, and retaining business. Another main focus is filling commercial business space and creating positive attention in the Real Estate Development Community. Hosting events such as Investor Open Houses, Business Luncheons, and Resource Fairs is a main focus.

Core Services –

- Business Outreach and Promotion
- Development Outreach
- Oversee and Administer the Economic Development Incentive Fund
- Provide Resources for Local Businesses
- Vacant Property Outreach and Promotion

Strategic Focus in FY 2020 – The Department of Economic Development aims to improve relations with the Mount Rainier Business Community in FY 2020. This can be done through a greater partnership with the Mount Rainier Business Association, and by bringing guest speakers and resources to the Mount Rainier business community. The Department also strives for the successful sale of the property located at 3200 Rhode Island Avenue and to encourage development

CONTACT THE DEPARTMENT OF ECONOMIC DEVELOPMENT

Office: (240) 462-3946

Email: Rhopkins@mountrainiermd.org

Ronald Hopkins, Director of Economic Development

Address: 3311 Rhode Island Avenue, Mount Rainier MD 20712

Department of Economic Development

FY 2020 BUDGET SUMMARY

The FY 2020 approved budget for the Department of Economic Development is $183,327 which is an increase of 22.27% or $33,392 from approved budget FY 2019

Budgetary Changes –

FY 2019 APPROVED DEPARTMENT BUDGET	**$149,935**
Increase Expense: Wages & Leave – increase salary expense compared to previous director of economic	$7,489
Increase Expense: Employee Benefits & Services – increase expense based on salary adjustment	$653
Increase Expense: Professional Services – increased expenses for professional services including real estate agent servicing fees	$14,500
Increase Expense: Other Services & Charges – increase expenses in economic development programs	$12,750
Decrease Expense: Material & Supplies, Repairs & Maintenance and Infrastructure & Facility Maintenance	($2,000)
FY 2020 APPROVED BUDGET	**$183,327**

Department Expenses	FY18 - Actuals Jul '17 - Jun 18	FY19 - Actuals Jul '18 - Jan 19	FY19 - Budget Jul '18 - Jun 19	FY20 - Approved Jul '19 - Jun 20	Change FY20 / FY19
Wages & Leave Pay					
3010 · Regular Pay	74,177.02	32,439.31	80,600.00	**88,089.00**	9.29%
3020 · Overtime Pay	0.00	0.00	0.00	**0.00**	0.00%
Total Wages & Leave Pay	74,177.02	32,439.31	80,600.00	**88,089.00**	9.29%
Employee Benefits & Services					
3030 · FICA Expense	5,098.70	3,825.40	6,150.00	**6,739.00**	9.58%
3040 · Life Insurance Expense	10.20	10.20	50.00	**50.00**	0.00%
3043 · Dental Insurance Expense	485.88	711.54	650.00	**1,250.00**	92.31%
3052 · Medical Insurance Expense	1,204.98	14,213.45	9,910.00	**9,500.00**	(4.14%)
3070 · Workers' Compensation Insurance	0.00	1,432.35	2,500.00	**2,500.00**	0.00%
3080 · Unemployment Insurance	127.50	359.50	255.00	**255.00**	0.00%
3090 · Retirement Contribution	5,684.78	6,928.94	6,950.00	**6,824.00**	(1.81%)
Total Employee Benefits & Services	12,612.04	27,481.38	26,465.00	**27,118.00**	2.47%
Materials & Supplies					
4129 · Office Supplies	471.25	75.00	0.00	**0.00**	(100.00%)
4130 · Postage & Delivery	0.00	0.00	250.00	**0.00**	(100.00%)
Total Materials & Supplies	471.25	75.00	250.00	**0.00**	(100.00%)
Repairs & Maintenance					
4133 · Vehicle Expense Reimbursement	119.98	0.00	500.00	**0.00**	(100.00%)
4318 · Equipment Repairs & Maintenance	0.00	0.00	250.00	**0.00**	(100.00%)
Total Repairs & Maintenance	119.98	0.00	750.00	**0.00**	(100.00%)
Professional Services					
5112 · Professional Svcs - Computer	429.00	592.29	0.00	**0.00**	0.00%
5126 · Professional/Contract Svc	2,300.00	5,533.84	0.00	**10,000.00**	100.00%
5130 · Employee Training	2,265.30	0.00	2,000.00	**2,000.00**	0.00%
5139 · Temporary Labor	0.00	0.00	0.00	**5,000.00**	100.00%
5160 · Classified Advertising	1,000.00	400.00	500.00	**0.00**	(100.00%)
Total Professional Services	5,994.30	6,526.13	2,500.00	**17,000.00**	580.00%
Other Services & Charges					
5427 · Rent Expense	0.00	1,125.00	9,000.00	**5,000.00**	(44.44%)
5415 · Team Building & Appreciation	0.00	61.13	120.00	**120.00**	0.00%
4203 · Econ Devlp Program Exp	71,790.90	2,200.00	23,000.00	**40,000.00**	73.91%
5340 · Conference/Convention Expense	2,260.37	1,759.00	4,000.00	**4,000.00**	0.00%
5350 · Association Dues	1,462.00	470.00	1,500.00	**1,500.00**	0.00%
5360 · Subscriptions & Publications	0.00	0.00	500.00	**500.00**	0.00%
5400 · Miscellaneous Expense	252.75	100.00	250.00	**0.00**	(100.00%)
Total Other Services & Charges	75,766.02	5,715.13	38,370.00	**51,120.00**	33.23%
Infrastructure & Facil Maint					
5140 · Telephone	0.00	0.00	1,000.00	**0.00**	(100.00%)
Total Infrastructure & Facil Maintenance	0.00	0.00	1,000.00	**0.00**	(100.00%)
Total Department Expenditures	**169,140.61**	**72,236.95**	**149,935.00**	**183,327.00**	**22.27%**

CITY OF MOUNT RAINIER

Department of Economic Development

Expenditures by Object and Program Classification

Narrative Description of Program Accounts

Wages and Leave Pay

3010 Regular Pay: Designated pay for employees

Employee Benefits and Services

3030 FICA Expenses: Federal Insurance Contributions Act, employer's portion of social security

3040 Life Insurance Expenses: Employee monthly life insurance premium paid by the City

3043 Dental Insurance Expenses: Employee monthly dental insurance premium paid by the City

3052 Medical Insurance Expenses: Employee monthly medical insurance premium paid by the City

3070 Workers Comp Insurance: Funds to cover the cost of workers compensation insurance, provides care for employees injured on the job

3080 Unemployment Insurance: Funds to cover the cost of unemployment insurance

3090 Retirement Contribution: Employer's contribution to the State retirement and pension system

Professional Services

5122 Computer Software Equipment: Funds for the purchase of software

5126 Professional Services Contracts: Funds for professional services, such as consultants and real estate agent servicing fees

5130 Employee Training: Funds designated for employee training courses and programs

5139 Temporary Labor: Funds designated for the cost of temporary labor

Other Services and Charges

4203 **Economic Development Programs:** Funds the following programs and activities: Advertising, Marketing, Business Meetings, Sponsorships, ICSC Exhibit, Place-making and Outreach, Public Art, Business Association Support, Events, Forums, Meetings, Tours, and Small Business Assistance

5340 **Conference and Convention Expenses:** Funds designated for attendance at conferences and conventions

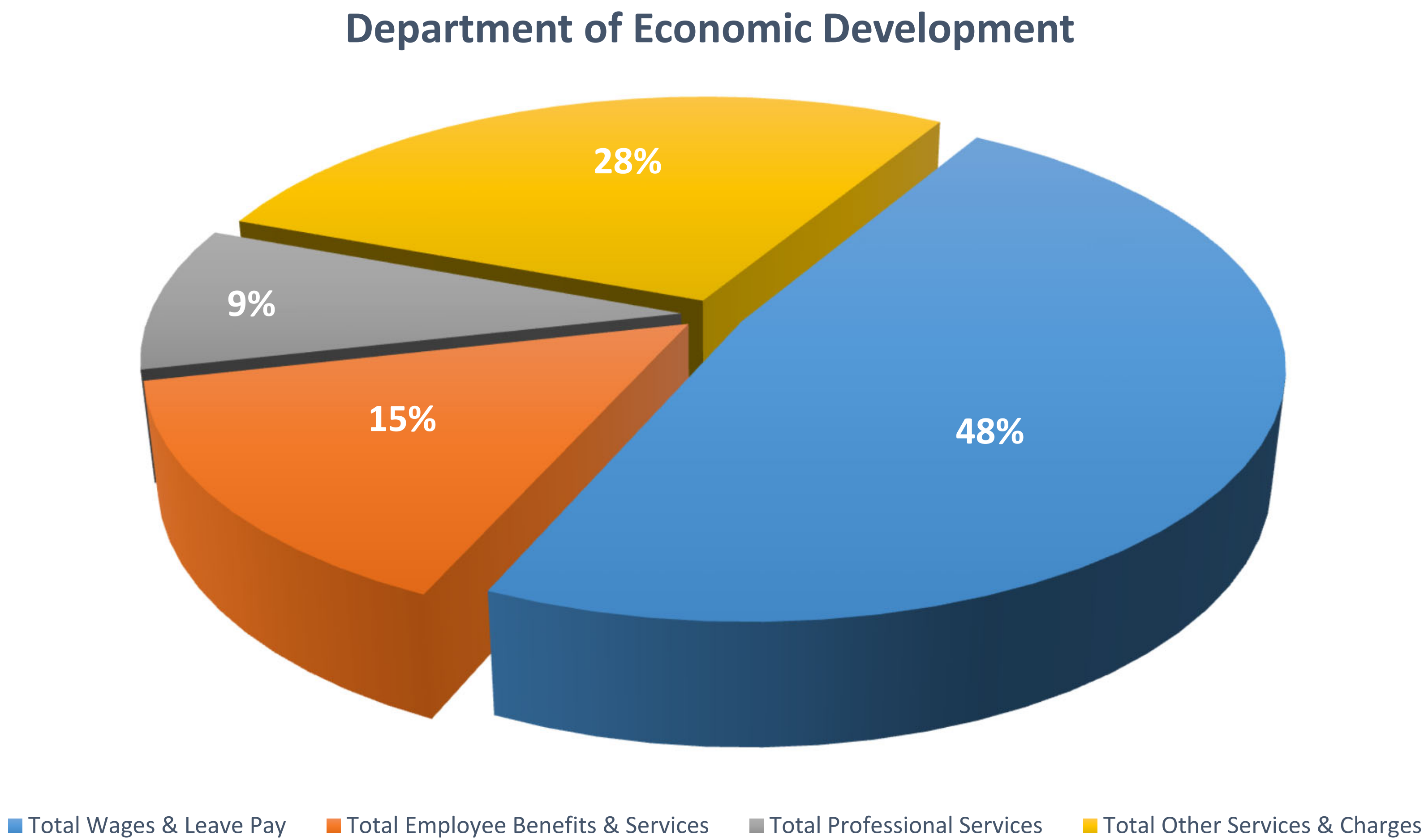
5350 **Association Dues:** Funds for dues payments to associations

5360 **Subscriptions and Publications:** Funds designated for the cost of subscription and publications purchases

5400 **Miscellaneous Expenses:** Funds designated for miscellaneous expenses as needed

5415 **Team Building and Appreciation:** Funds designated for employee team building events and activities

5415 **Rent Expense:** Funds designated for office space


Department of Economic Development
28%
9%
15%
48%
Total Wages & Leave Pay
Total Employee Benefits & Services
Total Professional Services
Total Other Services & Charges

Department of Code Enforcement

OBJECTIVES AND OPERATIONS

Objectives – The Code Enforcement Department is tasked with ensuring the health and safety of Mount Rainier residents by providing inspections, permits, and enforcement of health, safety, fire, and building codes. The Code Enforcement Department strives to provide the highest quality service to the residents of Mount Rainier.

Core Services –

- Permits
- Rental Inspections
- Business License and Inspections
- Vacant Registry and Property Tax
- Ensuring the Health and Safety of the Community by enforcing the Mount Rainier Code of Ordinances
- Construction Permits

Strategic Focus in FY 2020 – The Code Enforcement Department aims to continue to grow and professionalize its services. A significant investment in the FY 20 Budget is made to the Department of Code Enforcement for needed staff, infrastructure, vehicle fleet, and training. The Code Enforcement Department continues to address a significant backlog of work and inspections from years prior.

CONTACT CODE ENFORCEMENT

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Alma Ferrufino, Administrative Assistant / Permits / Scheduling

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Department of Code Enforcement

FY 2020 BUDGET SUMMARY

The FY 2020 approved budget for the Department of Code Enforcement is $521,153 which is an increase of about 55.68% or $186,398 from approved budget FY2019

Budgetary Changes –

FY 2019 APPROVED DEPARTMENT BUDGET	**$334,755**
Increase Expense: Wages & Leave – includes merit increase of 3% on salaries; funding for new staffing and continued funding for transferred position	$117,838
Increase Expense: Employee Benefits & Services – includes benefit coverage for expanded personnel within department	$13,075
Increase Expense: Materials & Supplies – increase cost in ensuring required materials, uniforms and vehicle performance based on personnel and department assets	$19,575
Increase Expense: Repairs & Maintenance – increase cost on some aged fleet vehicles	$1,500
Decrease Expense: Professional Services – increase cost for professional development for the department; incurred expenses for insuring department vehicles	($2,500)
Increase Expense: Other Services & Charges – increases in conference and certification expenses for the department increasing the professional development of staff; incurred costs for leasing new department vehicles	$24,910
Decrease Expense: Infrastructure & Facility Maintenance – reduction in heat and telephone services upon relocation of department personnel	($3,500)
Increase Expense: Capital In Process – buildout of Code Enforcement department relocation	$15,000
FY 2020 APPROVED BUDGET	**$521,153**

Department Expenses	FY18 - Actuals Jul '17 - Jun 18	FY19 - Actuals Jul '18 - Jan 19	FY19 - Budget Jul '18 - Jun 19	FY20 - Approved Jul '19 - Jun 20	Change FY20 / FY19
Wages & Leave Pay					
3010 · Regular Pay	135,293.35	81,032.55	211,000.00	327,067.00	55.01%
3020 · Overtime Pay	2,129.25	3,469.35	1,500.00	3,271.00	118.07%
Total Wages & Leave Pay	**137,422.60**	**84,501.90**	**212,500.00**	**330,338.00**	**55.45%**
Employee Benefits & Services					
3030 · FICA Expense	10,248.25	6,490.91	16,265.00	25,021.00	53.83%
3040 · Life Insurance Expense	5.10	0.00	300.00	400.00	33.33%
3043 · Dental Insurance Expense	208.74	229.60	1,500.00	1,250.00	(16.67%)
3052 · Medical Insurance Expense	-733.12	4,880.25	25,490.00	25,000.00	(1.92%)
3070 · Workers' Compensation Insurance	0.00	5,729.55	10,000.00	7,500.00	(25.00%)
3080 · Unemployment Insurance	983.51	810.81	1,020.00	1,275.00	25.00%
3090 · Retirement Contribution	0.00	10,907.40	18,000.00	25,204.00	40.02%
Total Employee Benefits & Services	**10,712.48**	**29,048.52**	**72,575.00**	**85,650.00**	**18.02%**
Materials & Supplies					
4233 · Materials & Supplies	1,083.91	0.00	0.00	8,000.00	100.00%
4235 · Uniforms	1,334.90	430.30	1,250.00	5,325.00	326.00%
4330 · Vehicle Fuel & Oil	0.00	750.00	2,500.00	10,000.00	300.00%
Total Materials & Supplies	**2,418.81**	**1,180.30**	**3,750.00**	**23,325.00**	**522.00%**
Repairs & Maintenance					
4317 · Vehicle Repair & Maintenance	6,316.57	1,211.94	1,500.00	3,000.00	100.00%
Total Repairs & Maintenance	**6,316.57**	**1,211.94**	**1,500.00**	**3,000.00**	**100.00%**
Professional Services					
4323 · Vehicle Tracking Expenses - GPS	75.80	0.00	500.00	0.00	(100.00%)
5112 · Professional Svcs - Computer	305.00	2,742.76	2,500.00	0.00	(100.00%)
5121 · Off Equip Maint Lease Agreement	6,015.89	320.88	5,000.00	0.00	(100.00%)
5126 · Professional/Contract Svc	4,000.00	141.00	1,000.00	7,500.00	650.00%
5130 · Employee Training	1,382.74	782.46	5,000.00	3,000.00	(40.00%)
5139 · Temporary Labor	0.00	174.04	0.00	0.00	
5161 · Printing & Copying	4,945.00	75.00	1,500.00	0.00	(100.00%)
5184 · Vehicle Insurance	0.00	0.00	0.00	3,000.00	100.00%
Total Professional Services	**16,724.43**	**4,236.14**	**15,500.00**	**13,500.00**	**(12.90%)**
Other Services & Charges					
5415 · Team Building & Appreciation	0.00	0.00	480.00	600.00	25.00%
5340 · Conference/Convention Expense	3,417.84	4,113.93	3,000.00	11,000.00	266.67%
5350 · Association Dues	0.00	75.00	500.00	1,575.00	215.00%
5400 · Miscellaneous Expense	2,533.36	0.00	500.00	0.00	(100.00%)
5447 · Interest - Code Vehicles	0.00	0.00	0.00	2,148.00	100.00%
5448 · Principal - Code Vehicles	0.00	0.00	0.00	11,117.00	100.00%
6482 · Equipment Purchase	5,009.91	0.00	1,700.00	4,650.00	173.53%
Total Other Services & Charges	**10,961.11**	**4,188.93**	**6,180.00**	**31,090.00**	**403.07%**
Infrastructure & Facil Maint					
5140 · Telephone	0.00	0.00	4,500.00	1,250.00	(100.00%)
5141 · Alarm Services	0.00	0.00	750.00	750.00	0.00%
5200 · Electricity	0.00	0.00	2,500.00	2,000.00	(20.00%)
5220 · Heat	0.00	0.00	4,500.00	1,500.00	(66.67%)

5240 · Building Repair & Maintenance	0.00	0.00	500.00	2,500.00	400.00%
5700 · Abatement on Property Expenses	19,385.00	7,254.00	10,000.00	11,250.00	12.50%
Total Infrastructure & Facil Maint	**19,385.00**	**7,254.00**	**22,750.00**	**19,250.00**	**(15.38%)**
Capital Outlay - Capital Project					
6487 · Vehicle Purchase	0.00	0.00	0.00	0.00	100.00%
5850 · Capital Projects	0.00	0.00	0.00	15,000.00	100.00%
Total Capital Outlay - Capital Project	**0.00**	**0.00**	**0.00**	**15,000.00**	**100.00%**
Total Department Expenditures	**203,941.00**	**131,621.73**	**334,755.00**	**521,153.00**	**55.68%**

CITY OF MOUNT RAINIER

Department of Code Enforcement

Expenditures by Object and Program Classification

Narrative Description of Program Accounts

Wages and Leave Pay

3010 Regular Pay: Designated pay for employees

3020 Overtime Pay: Funds available for work performed beyond regular work hours

Employee Benefits and Services

3030 FICA Expenses: Federal Insurance Contributions Act, employer's portion of social security

3040 Life Insurance Expenses: Employee monthly life insurance premium paid by the City

3043 Dental Insurance Expenses: Employee monthly dental insurance premium paid by the City

3052 Medical Insurance Expenses: Employee monthly medical insurance premium paid by the City

3070 Workers Comp Insurance: Funds to cover the cost of workers compensation insurance, provides care for employees injured on the job

3080 Unemployment Insurance: Funds to cover the cost of unemployment insurance

3090 Retirement Contribution: Employer's contribution to the State retirement and pension system

Materials and Supplies

4233 **Materials & Supplies:** Supplies for office materials, training purchases and other small item equipment for field examinations

4235 **Uniforms:** Funds designated for the purchase and maintenance of the departments uniforms

4330 **Vehicle Fuel and Oil:** Funds designated for the purchase vehicle fuel for department cars

Repairs and Maintenance

4317 **Vehicle Repairs and Maintenance:** Funds designated for needed vehicle repairs and general maintenance costs

Professional Services

5126 **Professional Services Contracts:** Hosting platform for online code retrieval (Municode)

5130 **Employee Training:** Funds designated for employee training courses and programs

5184 **Vehicle Insurance:** Funds designated for insuring department vehicles

Other Services and Charges

5340 **Conference and Convention Expenses:** Funds designated for attendance at conferences and conventions

5350 **Association Dues:** Funds for dues payments to government associations

5415 **Team Building and Appreciation:** Funds designated for employee team building events and activities

5447 **Interest – Code Vehicles:** Funds utilize in the payment of interest for the leased vehicles being used by the department

5448 **Principal – Code Vehicles:** Funds utilize in the payment of principal for the leased vehicles being used by the department

6482 **Equipment Purchase:** Funds designated for the purchase of equipment and supplies

Infrastructure and Facility Maintenance

5140 **Telephone:** Funds designated for the expense of employee cell phones

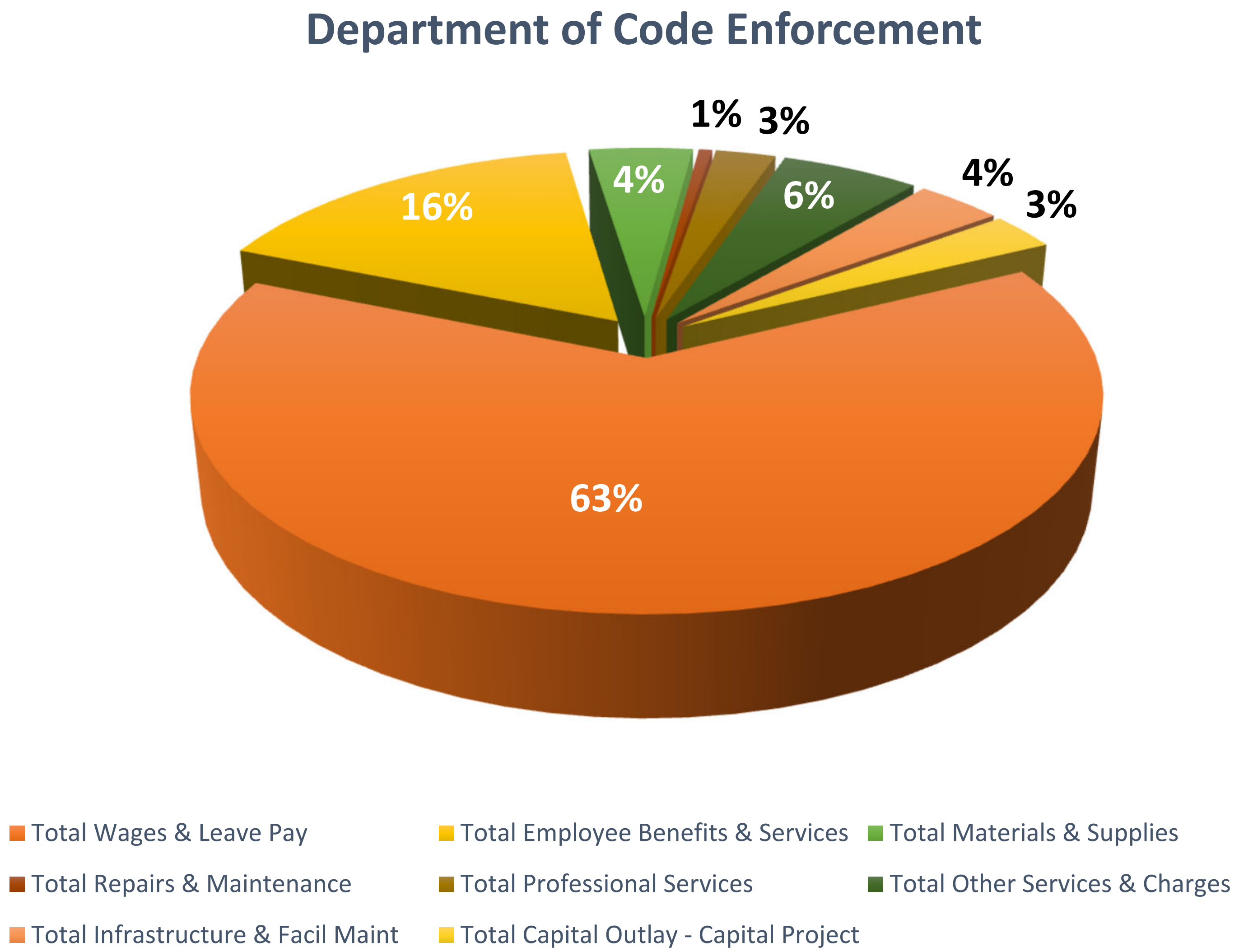
5141 **Alarm Services:** Funds designated for the maintenance of the alarm services within the building

5200 **Electricity:** Funds utilized for powering the building

5220 **Heat:** Funds utilized for heating services for the building

5240 **Building Repair & Maintenance:** Funds utilized for repairs and changes to the building

5700 **Abatement on Property Expenses:** Costs incurred to rectify code violations


Department of Code Enforcement
1%
3%
4%
16%
6%
4%
3%
63%
Total Wages & Leave Pay
Total Employee Benefits & Services
Total Materials & Supplies
Total Repairs & Maintenance
Total Professional Services
Total Other Services & Charges
Total Infrastructure & Facil Maint
Total Capital Outlay - Capital Project

Department of Public Works (Infrastructure)

OBJECTIVES AND OPERATIONS

Objectives – The Public Works Department is responsible for the maintenance of City-owned infrastructures, parks and fleet. The department also provides solid waste collection and recycling services to single-family residential properties in the city by a workforce that is diverse, committed, motivated and empowered.

Core Services –

- Waste Management
- Right of Way Maintenance
- Urban Forest
- Snow Removal
- Street and Sidewalk Maintenance
- Building Maintenance
- Park Maintenance
- Administration
- Storm water

Strategic Focus in FY 2020 – Maintain a quality fleet with regular maintenance, grow the labor force with additional laborers added to ensure quality service, ensure on time and focused solid waste removal and snow removal, use available funding to make needed improvements to streets and sidewalks.

CONTACT PUBLIC WORKS

Office: (301) 985-6583

Email: PWstaff@mountrainiermd.org

Kourosh Kamali *Director of Public Works* kkamali@mountrainiermd.org

Rocio Latorre *Roadside Tree Care Expert, Tree Commission & Green Team Liaison* rlatorre@mountrainiermd.org

Address: 3715 Wells Ave. Mount Rainier, MD 20712

Department of Public Works (Infrastructure)

FY 2020 BUDGET SUMMARY

The FY 2020 approved budget for the Department of Public Works (Infrastructure) is $2,001,253 which is an increase of about 13.47% or $237,633 from approved budget FY 2019

Budgetary Changes –

FY 2019 APPROVED DEPARTMENT BUDGET	**$1,763,620**
Increase Expense: Wages & Leave Pay – overall increase of about 11.09%; due to merit salary increase across staffing of 3%, additional funding of new position and new position reclassifications	$51,947
Decrease Expense: Employee Benefits & Services - Revised calculation on workers' compensation insurance and retirement contribution to better align with prior years actual costs. Medical claims should be calculated utilizing a two to three year review	($32,168)
Increase Expense: Materials & Supplies – increase material charges for Streets and Sidewalks and increased funding for Traffic Control Devices	$70,329
Increase Expense: Repairs & Maintenance – increase maintenance cost with aging inventory on equipment and vehicles	$10,500
Increase Expense: Professional Services – increase cost for services rendered in repairing the Streets and Sidewalks in the City of Mount Rainier; and, Comprehensive Parks Planning Review	$61,250
Decrease Expense: Other Services & Charges – adjustment of cable charges and committee expenses to Department of City Hall line item budget	($2,930)
Increase Expense: Infrastructure & Facility Maintenance – increased cost in tree maintenance for the City of Mount Rainier and the finance expense new vehicles to be used within the department	$51,480
Increase Expense: Capital In Process – continued major upgrades in streets and sidewalks throughout the City of Mount Rainier, additional street cans throughout downtown Mount Rainier, funding for renovations to Potts Hall	$27,225
FY2020 APPROVED BUDGET	**$2,001,253**

Department Expenses	FY18 - Actuals Jul '17 - Jun 18	FY19 - Actuals Jul '18 - Jan 19	FY19 - Budget Jul '18 - Jun 19	FY20 - Approved Jul '19 - Jun 20	Change FY20 / FY19
Wages & Leave Pay					
3010 · Regular Pay	379,165.84	241,304.65	443,585.00	**489,682.00**	10.39%
3020 · Overtime Pay	44,247.08	44,448.02	25,000.00	**30,850.00**	23.40%
Total Wages & Leave Pay	423,412.92	285,752.67	468,585.00	**520,532.00**	11.09%
Employee Benefits & Services					
3030 · FICA Expense	31,758.27	21,457.18	36,450.00	**37,461.00**	2.77%
3040 · Life Insurance Expense	61.20	51.00	750.00	**1,000.00**	33.33%
3043 · Dental Insurance Expense	2,296.44	3,821.84	5,000.00	**4,750.00**	(5.00%)
3052 · Medical Insurance Expense	38,352.42	67,858.03	84,960.00	**79,500.00**	(6.43%)
3070 · Workers' Compensation Insurance	0.00	20,053.35	35,000.00	**7,500.00**	(78.57%)
3080 · Unemployment Insurance	2,391.72	2,111.74	2,550.00	**2,805.00**	10.00%
3090 · Retirement Contribution	33,562.05	31,891.32	38,000.00	**37,526.00**	(1.25%)
Total Employee Benefits & Services	108,422.10	147,244.46	202,710.00	**170,542.00**	(15.87%)
Materials & Supplies					
4233 · Materials & Supplies	21,803.12	12,665.76	65,150.00	**77,229.00**	18.54%
4235 · Uniforms	2,636.27	902.19	3,250.00	**5,500.00**	69.23%
4237 · Uniform cleaning expenses	10,162.81	8,068.89	20,000.00	**20,000.00**	0.00%
4325 · Street Signs	1,787.92	7,000.68	7,000.00	**7,000.00**	100.00%
4325 · Traffic Control Devices	0.00	215.91	0.00	**56,000.00**	100.00%
4330 · Vehicle Fuel & Oil	527.98	659.90	25,000.00	**25,000.00**	0.00%
Total Materials & Supplies	36,918.10	29,513.33	120,400.00	**190,729.00**	58.41%
Repairs & Maintenance					
4317 · Vehicle Repair & Maintenance	59,078.80	35,541.80	40,000.00	**50,000.00**	25.00%
4318 · Equipment Repairs & Maintenance	385.49	410.36	17,500.00	**18,000.00**	2.86%
Total Repairs & Maintenance	59,464.29	35,952.16	57,500.00	**68,000.00**	18.26%
Professional Services					
4323 · Vehicle Tracking Expenses - GPS	113.70	0.00	2,000.00	**0.00**	(100.00%)
5112 · Professional Svcs - Computer	2,535.00	6,115.24	3,000.00	**0.00**	(100.00%)
5121 · Off Equip Maint Lease Agreement	2,778.03	554.39	2,000.00	**0.00**	(100.00%)
5126 · Professional/Contract Svc	2,489.00	5,809.40	2,500.00	**66,750.00**	2570.00%
5130 · Employee Training	3,876.45	3,389.00	4,000.00	**4,000.00**	0.00%
5139 · Temporary Labor	26,165.75	16,282.10	20,000.00	**20,000.00**	0.00%
5184 · Vehicle Insurance	18,987.66	19,237.00	21,000.00	**25,000.00**	19.05%
Total Professional Services	37,957.93	32,150.13	54,500.00	**115,750.00**	112.39%
Other Services & Charges					
5415 · Team Building & Appreciation	0.00	233.04	1,200.00	**1,320.00**	10.00%
5250 · CDL Testing	0.00	30.00	1,500.00	**1,500.00**	0.00%
5310 · Tipping & Recycling Fees	80,863.75	731.97	80,000.00	**80,000.00**	0.00%
5323 · Cable charges	1,196.03	431.09	2,000.00	**0.00**	(100.00%)
5340 · Conference/Convention Expense	1,475.38	50.46	3,000.00	**3,000.00**	0.00%
5350 · Association Dues	150.00	0.00	300.00	**500.00**	66.67%
5400 · Miscellaneous Expense	3,858.72	0.00	500.00	**500.00**	0.00%
5630 · Community Actvities					
5636 · Green Team Exp	0.00	549.39	1,250.00	**0.00**	(100.00%)
Total 5630 · Community Actvities	0.00	549.39	1,250.00	**0.00**	(100.00%)
6482 · Equipment Purchase	4,750.18	0.00	3,000.00	**3,000.00**	0.00%
Total Other Services & Charges	92,294.06	2,025.95	92,750.00	**89,820.00**	(3.16%)

Infrastructure & Facil Maint					
5140 · Telephone	2,389.01	1,266.42	4,000.00	**0.00**	(100.00%)
5200 · Electricity	5,687.71	1,394.40	7,500.00	**2,500.00**	(66.67%)
5210 · Street Lights Electricity	88,847.85	40,563.43	90,000.00	**90,000.00**	0.00%
5211 · Street Lights & Signal Repair	8,481.98	712.86	10,000.00	**10,000.00**	0.00%
5220 · Heat	2,826.60	1,404.44	4,500.00	**3,500.00**	(22.22%)
5240 · Building Repair & Maintenance	71,312.00	13,140.14	5,000.00	**26,000.00**	420.00%
5241 · Pest Control	1,365.00	802.40	2,000.00	**3,200.00**	60.00%
5420 · Tree Maintenance	50.00	37,767.50	32,500.00	**60,000.00**	84.62%
5421 · Grounds Maintenance	7,792.20	18,158.00	40,000.00	**50,000.00**	25.00%
5426 · Equipment Rental	0.00	267.53	0.00	**3,000.00**	100.00%
5440 · Tree Purchases	2,260.00	0.00	2,500.00	**2,500.00**	0.00%
5449 · Interest - PW Trucks	0.00	0.00	6,000.00	**5,145.00**	(14.25%)
5460 · Principal-New DPW Trucks Lease	0.00	0.00	27,000.00	**26,635.00**	(1.35%)
Total Infrastructure & Facil Maint	191,012.35	313,437.90	231,000.00	**282,480.00**	22.29%
Capital Outlay - Capital Project					
6487 · Vehicle Purchase	43,958.00	174,268.40	20,000.00	**0.00**	(100.00%)
Capital Outlay - Capital Projec	43,958.00	174,268.40	20,000.00	**0.00**	
Capital Project Expenses	0.00	423,601.57	516,175.00	**563,400.00**	9.15%
Total Department Expenditures	993,439.75	1,443,946.57	1,763,620.00	**2,001,253.00**	13.47%

CITY OF MOUNT RAINIER

Department of Public Works (Infrastructure)

Expenditures by Object and Program Classification

Narrative Description of Program Accounts

Wages and Leave Pay

3010 **Regular Pay:** Designated pay for employees

3020 **Overtime Pay:** Funds available for work performed beyond regular work hours particularly 24 hr on-call duty for City emergencies

Employee Benefits and Services

3030 **FICA Expenses:** Federal Insurance Contributions Act, employer's portion of social security

3040 **Life Insurance Expenses:** Employee monthly life insurance premium paid by the City

3043 **Dental Insurance Expenses:** Employee monthly dental insurance premium paid by the City

3052 **Medical Insurance Expenses:** Employee monthly medical insurance premium paid by the City

3070 **Workers Comp Insurance:** Funds to cover the cost of workers compensation insurance, provides care for employees injured on the job

3080 **Unemployment Insurance:** Funds to cover the cost of unemployment insurance

3090 **Retirement Contribution:** Employer's contribution to the State retirement and pension system

Materials and Supplies

4233 **Materials and Supplies:** Funds for the purchase of materials and supplies needed for the everyday upkeep of the City such as small tools, wood, plastic fencing, purchases from Home Depot, etc..

4235 **Uniforms:** Funds designated for the purchase and maintenance of the departments uniforms

4237 **Uniform Cleaning Expenses:** Funds for the cleaning of the departments uniforms

4325 **Traffic Control Devices:** Funds designated for implementing traffic regulating devices on various locations throughout the City of Mount Rainier

4330 **Vehicle Fuel and Oil:** Funds designated for the purchase vehicle fuel for department cars

Repairs and Maintenance

4317 **Vehicle Repair and Maintenance:** Funds designated for the repair and maintenance of vehicles

4318 **Equipment Repair and Maintenance:** Funds allocated for repairs or large machinery

Professional Services

5126 **Professional / Contractual Services:** Funds designated for professional services for Parks Plan Review

5130 **Employee Training:** Funds designated for employee training courses and programs

5139 **Temporary Labor:** Funds designated for the cost of temporary labor

5184 **Vehicle Insurance:** Funds designated for maintaining proper coverage on operating vehicles used within the department

Other Services and Charges

5250 **CDL Testing:** Funds for the testing and upkeep of CDL licensed drivers

5310 **Tipping & Recycling Fees:** Fees paid for the disposal of City trash

5340 **Conference and Convention Expenses:** Funds designated for attendance at conferences and conventions

5350 **Association Dues:** Funds for dues payments to associations

5400 **Miscellaneous Expenses:** Funds designated for miscellaneous expenses as needed

5415 **Team Building and Appreciation:** Funds designated for employee team building events and activities

6482 **Equipment Purchase:** Funds designated for the purchase of equipment and supplies

Infrastructure and Facility Maintenance

5200 **Electricity:** Funds designated for maintaining electricity in the public building

5210 **Street Lights Electricity:** Funds allocated for the street lights located within the City of Mount Rainier

5211 **Street Lights & Signal Repairs:** Funds allocated for expenses associated with streetlights and signals

5220 **Heat:** Funds designated for maintaining Heat in the public building

5240 **Building Repairs and Maintenance:** Funds designated for the repairs and maintenance of city owned public buildings

5241 **Pest Control:** Funds for the spraying of the city owned buildings to prevent bugs and pests

5420 **Tree Maintenance:** Funds allocated for maintaining and assessing trees within the City of Mount Rainier

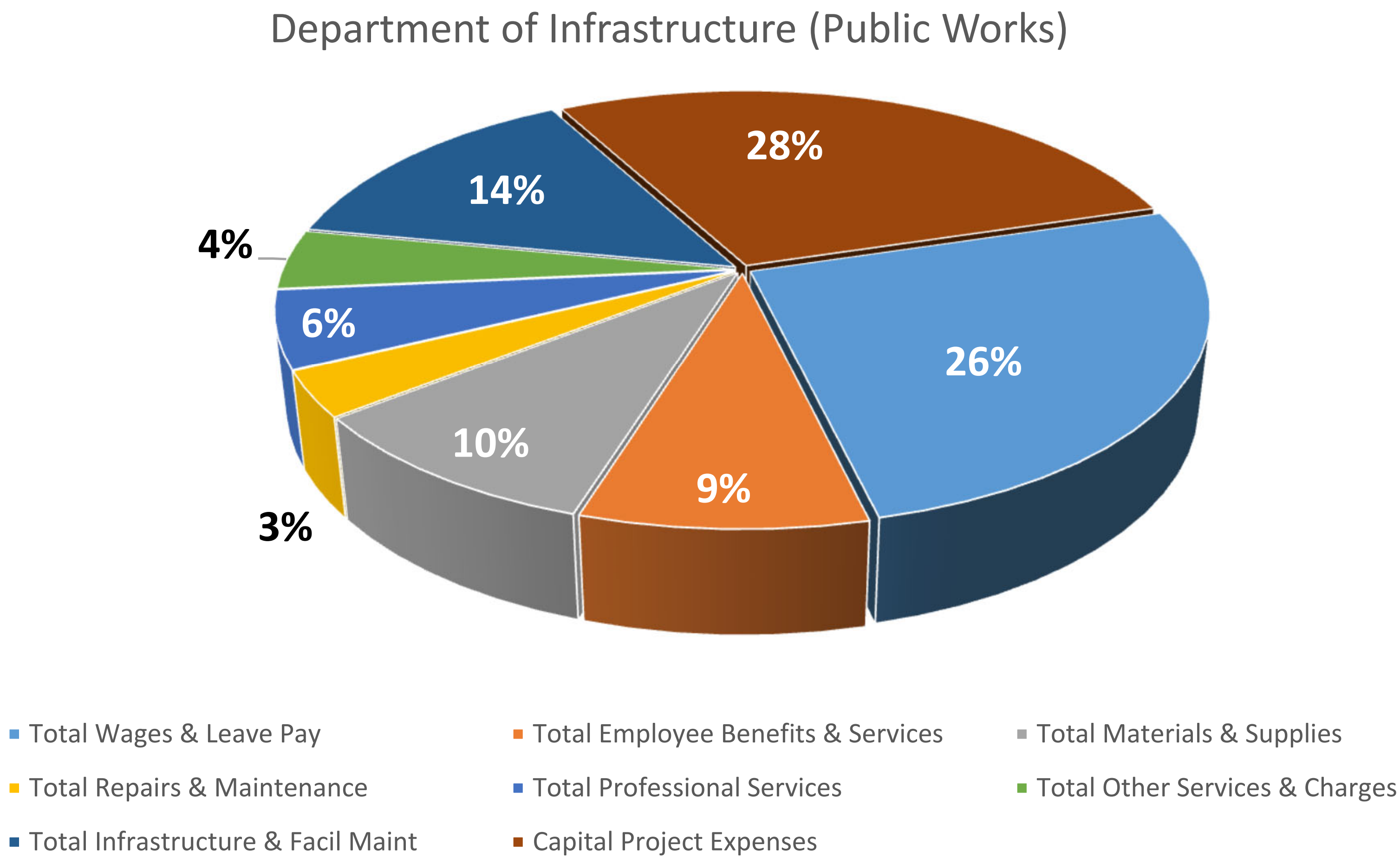
5421 **Grounds Maintenance:** Funds allocated for maintaining the beautification of the City of Mount Rainier

5426 **Equipment Rental:** Funds utilized for the temporary usage of large equipment

5440 **Tree Purchases:** Funds used for the replacement of trees throughout the City of Mount Rainier

5449 **Interest – PW Trucks:** Funds allocated for the interest paid of leased department trucks

5460 **Principal – NEW DPW Trucks:** Funds allocated for the principal paid on leased department trucks (New Bocat & Truck with Lift)


Department of Infrastructure (Public Works)
28%
14%
4%
6%
26%
10%
9%
3%
Total Wages & Leave Pay
Total Employee Benefits & Services
Total Materials & Supplies
Total Repairs & Maintenance
Total Professional Services
Total Other Services & Charges
Total Infrastructure & Facil Maint
Capital Project Expenses

Police Department

OBJECTIVES AND OPERATIONS

Objectives – The Police Department is responsible for maintaining the safety of the public. Crime prevention and follow up is the main task addressed through regular 24 hour police patrol and watch. Parking and traffic enforcement are enforced through this division. Social service assistance is available at the Police Department. The Mount Rainier Police Department aims to focus on Community Policing for FY 20.

Core Functions –

- Public Safety
- Community Policing
- Social Services
- Crime Prevention and Follow up
- Traffic Enforcement
- Parking Enforcement
- Emergency Management

Strategic Focus in FY 2020 – In Fiscal Year 2020 the Mount Rainier Police Department will undergo reorganization, creating an Administrative wing of the Department which includes detective services and community policing. The Police Department will become less patrol focused and aim to focus on building community relations and following up on crimes committed. Filling vacant positions and renewing the fleet of vehicles and equipment are also high priorities.

CONTACT THE MOUNT RAINIER POLICE DEPARTMENT

DISPATCH : 301-985-6565

OFFICE: 301-985-6580

Chief Morgan

Email: Amorgan@mountrainierpd.org

Address: 3249 Rhode Island Ave, Mount Rainier MD 20712

Police Department

FY 2020 BUDGET SUMMARY

The FY 2020 approved budget for the Police Department is $2,364,476 which is 10.70% or $283,239 less than the approved budget for FY 2019

Budgetary Changes –

FY 2019 APPROVED DEPARTMENT BUDGET	**$2,647,715**
Decrease Expense: Wages & Leave Pay – decrease in salary due to department wide reorganization	($52,996)
Decrease Expense: Employee Benefits & Services – decrease in fringe benefits due to decrease in salary expense from department wide reorganization	($15,748)
Increase Expense: Materials & Supplies – increased cost due to purchase of new police vehicles; new Chief of Police to implement a new fleet management program for older fleet vehicles	$9,990
Increase Expense: Repairs & Maintenance – higher expense for aging police vehicles	$3,050
Decrease Expense: Professional Services – annual adjustment in the City of Hyattsville Dispatch Services agreement; and, recentralize computer services in City Hall	($43,050)
Increase Expense: Other Services & Charges – reduction in budget for small equipment purchases	$22,915
Decrease Expense: Infrastructure & Facility Maintenance – reduction in department expense for telephone expenses to be relocated to City Hall budget	($28,500)
Decrease Expense: Capital In Process – continued phases in parking meter upgrades and first floor remodeling; less upgrading expenses than from prior fiscal year	($178,900)
FY 2020 APPROVED BUDGET	**$2,364,476**

Department Expenses	FY18 - Actuals	FY19 - Actuals	FY19 - Budget	FY20 - Approved	Change
	Jul '17 - Jun 18	Jul '18 - Jan 19	Jul '18 - Jun 19	Jul '19 - Jun 20	FY20 / FY19
Wages & Leave Pay					
3010 · Regular Pay	1,211,555.47	584,644.26	1,310,250.00	**1,258,092.00**	(3.98%)
3020 · Overtime Pay	84,295.44	74,016.08	25,000.00	**25,162.00**	0.65%
3022 · Court Pay	7,435.00	254.52	13,000.00	**10,000.00**	(23.08%)
3023 · Shift Differential	15,908.25	9,989.57	20,000.00	**20,000.00**	0.00%
3024 · Field Officer Training	850.00	1,050.00	1,000.00	**3,000.00**	200.00%
Total Wages & Leave Pay	1,320,044.16	669,954.43	1,369,250.00	**1,316,254.00**	(3.87%)
Employee Benefits & Services					
3030 · FICA Expense	99,765.45	50,782.09	106,000.00	**96,244.00**	(9.20%)
3040 · Life Insurance Expense	214.20	234.60	1,500.00	**1,250.00**	(16.67%)
3043 · Dental Insurance Expense	4,628.72	5,635.14	10,000.00	**10,000.00**	0.00%
3052 · Medical Insurance Expense	79,127.10	99,502.52	141,600.00	**150,000.00**	5.93%
3070 · Workers' Compensation Insurance	0.00	100,410.50	175,000.00	**175,000.00**	0.00%
3080 · Unemployment Insurance	3,660.17	3,114.13	5,355.00	**5,000.00**	(6.63%)
3090 · Retirement Contribution	92,918.63	107,721.94	112,500.00	**98,713.00**	(12.26%)
Total Employee Benefits & Services	280,314.27	367,400.92	551,955.00	**536,207.00**	(2.85%)
Materials & Supplies					
4130 · Postage & Delivery	1,000.00	229.62	1,400.00	**1,000.00**	(28.57%)
4131 · Computer Equipment & Supplies	10,783.24	0.00	2,950.00	**0.00**	(100.00%)
4233 · Materials & Supplies	4,519.83	677.47	0.00	**0.00**	0.00%
4234 · Police Supplies & Equipment	20,876.93	3,859.97	5,660.00	**7,000.00**	23.67%
4235 · Uniforms	7,773.82	2,606.55	7,000.00	**9,000.00**	28.57%
4236 · Firearms Supplies	8,036.51	156.10	8,000.00	**11,000.00**	37.50%
4237 · Uniform cleaning expenses	3,908.06	836.80	4,500.00	**4,500.00**	0.00%
4330 · Vehicle Fuel & Oil	50,607.26	9,666.95	45,000.00	**52,000.00**	15.56%
Total Materials & Supplies	107,505.65	18,033.46	74,510.00	**84,500.00**	13.41%
Repairs & Maintenance					
4316 · Radio Repair	0.00	0.00	250.00	**300.00**	20.00%
4317 · Vehicle Repair & Maintenance	20,918.56	15,175.11	15,000.00	**18,000.00**	20.00%
4318 · Equipment Repairs & Maintenance	346.00	0.00	750.00	**750.00**	0.00%
4319 · Radio Maintenance	0.00	0.00	250.00	**250.00**	0.00%
5610 · MRBA Security Cameras Maintenan	0.00	410.32	1,000.00	**1,000.00**	0.00%
Total Repairs & Maintenance	21,264.56	15,585.43	17,250.00	**20,300.00**	17.68%
Professional Services					
4315 · Parking Meter Maintenance	0.00	0.00	500.00	**0.00**	(100.00%)
4323 · Vehicle Tracking Expenses - GPS	1,571.38	2,835.78	5,250.00	**0.00**	(100.00%)
5112 · Professional Svcs - Computer	21,943.12	18,037.16	40,000.00	**0.00**	(100.00%)
5119 · Dispatch Services	77,800.00	0.00	61,300.00	**64,000.00**	4.40%
5120 · Office Equipment Lease	174.90	174.90	4,500.00	**0.00**	(100.00%)
5121 · Off Equip Maint Lease Agreement	2,050.56	537.56	4,000.00	**0.00**	(100.00%)
5126 · Professional/Contract Svc	0.00	13,637.90	0.00	**0.00**	0.00%
5130 · Employee Training	6,340.68	2,662.00	7,000.00	**34,000.00**	385.71%
5138 · Recruitment & Testing	5,949.00	25,798.75	27,000.00	**9,000.00**	(66.67%)
5139 · Temporary Labor	0.00	2,680.00	0.00	**0.00**	0.00%
5161 · Printing & Copying	880.09	247.21	1,500.00	**0.00**	(100.00%)
5180 · Police Liability Insurance	29,021.03	29,685.00	28,000.00	**30,000.00**	7.14%
5184 · Vehicle Insurance	18,987.66	19,237.00	21,000.00	**15,000.00**	(28.57%)
5412 · Parking Citation Exp	0.00	12,216.96	30,000.00	**35,000.00**	16.67%
Total Professional Services	164,718.42	127,750.22	230,050.00	**187,000.00**	(18.71%)

Department Expenses	FY18 - Actuals	FY19 - Actuals	FY19 - Budget	FY20 - Approved	Change
	Jul '17 - Jun 18	Jul '18 - Jan 19	Jul '18 - Jun 19	Jul '19 - Jun 20	FY20 / FY19
Other Services & Charges					
5427 · Rent Expense	0.00	829.00	0.00	**0.00**	0.00%
5415 · Team Building & Appreciation	0.00	388.00	2,500.00	**2,115.00**	(15.40%)
5323 · Cable charges	1,258.80	524.50	3,500.00	**0.00**	(100.00%)
5324 · Police Explorer Program	0.00	0.00	0.00	**2,500.00**	100.00%
5325 · Community Policing/Outreach Exp	997.02	0.00	2,500.00	**7,500.00**	200.00%
5340 · Conference/Convention Expense	2,328.12	0.00	1,500.00	**2,000.00**	33.33%
5350 · Association Dues	990.00	0.00	1,000.00	**1,000.00**	0.00%
5360 · Subscriptions & Publications	0.00	0.00	500.00	**500.00**	0.00%
5400 · Miscellaneous Expense	1,420.00	1,493.59	500.00	**1,000.00**	100.00%
5458 · Interest-Capital Lease Police	0.00	0.00	0.00	**4,150.00**	100.00%
5459 · Principle -Capital Lease Police	0.00	0.00	0.00	**21,450.00**	100.00%
6481 · Computer Purchase & Upgrade	0.00	0.00	2,500.00	**0.00**	(100.00%)
6482 · Equipment Purchase	41,172.26	1,637.65	49,800.00	**45,000.00**	(9.64%)
Total Other Services & Charges	48,166.20	4,872.74	64,300.00	**87,215.00**	35.64%
Infrastructure & Facil Maint					
5140 · Telephone	864.14	2,165.94	28,500.00	**0.00**	(100.00%)
5200 · Electricity	17,343.11	7,180.02	19,000.00	**19,000.00**	0.00%
5220 · Heat	0.00	0.00	1,000.00	**1,000.00**	0.00%
5240 · Building Repair & Maintenance	19,268.55	6,979.46	10,000.00	**10,000.00**	0.00%
Total Infrastructure & Facil Maint	37,475.80	16,325.42	58,500.00	**30,000.00**	(48.72%)
Capital Outlay - Capital Projec					
6487 · Vehicle Purchase	0.00	17,367.86	100,000.00	**30,000.00**	(70.00%)
5850 · Capital Projects	0.00	0.00	181,900.00	**73,000.00**	100.00%
Total Capital Outlay - Capital Project	0.00	17,367.86	281,900.00	**103,000.00**	(63.46%)
Total Department Expenditures	1,979,489.06	1,237,290.48	2,647,715.00	**2,364,476.00**	(10.70%)

CITY OF MOUNT RAINIER

Department of Public Safety (Police Department)

Expenditures by Object and Program Classification

Narrative Description of Program Accounts

Wages and Leave Pay

3010 **Regular Pay:** Designated pay for employees

3020 **Overtime Pay:** Funds available for work performed beyond regular work hours

3022 **Court Pay:** Pay for Officers to attend court hearings

3023 **Shift Differential:** Pay designated to cover the cost difference for those working the night shift

3024 **Officer Field Training:** Pay designated to cover the cost difference for field training of officers

Employee Benefits and Services

3030 **FICA Expenses:** Federal Insurance Contributions Act, employer's portion of social security

3040 **Life Insurance Expenses:** Employee monthly life insurance premium paid by the City

3043 **Dental Insurance Expenses:** Employee monthly dental insurance premium paid by the City

3052 **Medical Insurance Expenses:** Employee monthly medical insurance premium paid by the City

3070 **Workers Comp Insurance:** Funds to cover the cost of workers compensation insurance, provides care for employees injured on the job

3080 **Unemployment Insurance:** Funds to cover the cost of unemployment insurance

3090 **Retirement Contribution:** Employer's contribution to the State retirement and pension system

Materials and Supplies

4130 Postage and Delivery: Funds for postage and mailing costs

4234 Police Equip & Supplies: Funds for the purchase of police equipment and supplies

4235 Uniforms: Funds designated for the purchase and maintenance of the departments uniforms

4236 Firearms Supplies: Funds for the purchase of ammunition and supplies for cleaning firearms

4237 Uniform Cleaning Expenses: Funds for the cleaning of the departments uniforms

4330 Vehicle Fuel and Oil: Funds designated for the purchase vehicle fuel for department cars

Repairs and Maintenance

4316 Radio Repair: Funds designated for the repair of police radios

4317 Vehicle Repair and Maintenance: Funds designated for the repair and maintenance of vehicles

4318 Equipment Repair and Maintenance: Funds designated for the repair and general maintenance of office equipment

4319 Radio Maintenance: Funds designated for the maintenance of police radios

5610 Security Camera Maintenance: Funds designated for the maintenance and access of security cameras

Professional Services

5112 Computer Services: Departments shared cost of the IT support fees

5119 Dispatch Services: Funds designated for the dispatch of calls

5130 Employee Training: Funds designated for employee training courses and programs

5138 Recruitment and Testing: Funds designated for the recruitment and testing of new officers

5161 Printing and Copying: Funds designated for printing and copying costs

Other Services and Charges

5324 **Police Junior Explorer Program:** Funds for the creation of a Police Junior Explorer Program

5325 **Community Policing and Outreach:** Funds for "Policing in the community" events and meetings

5340 **Conference and Convention Expenses:** Funds designated for attendance at conferences and conventions

5350 **Association Dues:** Funds for dues payments to associations

5360 **Subscriptions and Publications:** Funds designated for the cost of subscription and publications purchases

5400 **Miscellaneous Expenses:** Funds designated for miscellaneous expenses as needed

5415 **Team Building and Appreciation:** Funds designated for employee team building events and activities

6482 **Equipment Purchase:** Funds designated for the purchase of equipment and supplies as well as expenses related to new vehicle purchase outfitting for the department

Infrastructure and Facility Maintenance

5140 **Telephone:** Funds designated for the expense of telephones

5200 **Electricity:** Funds designated for maintaining electricity in the public building

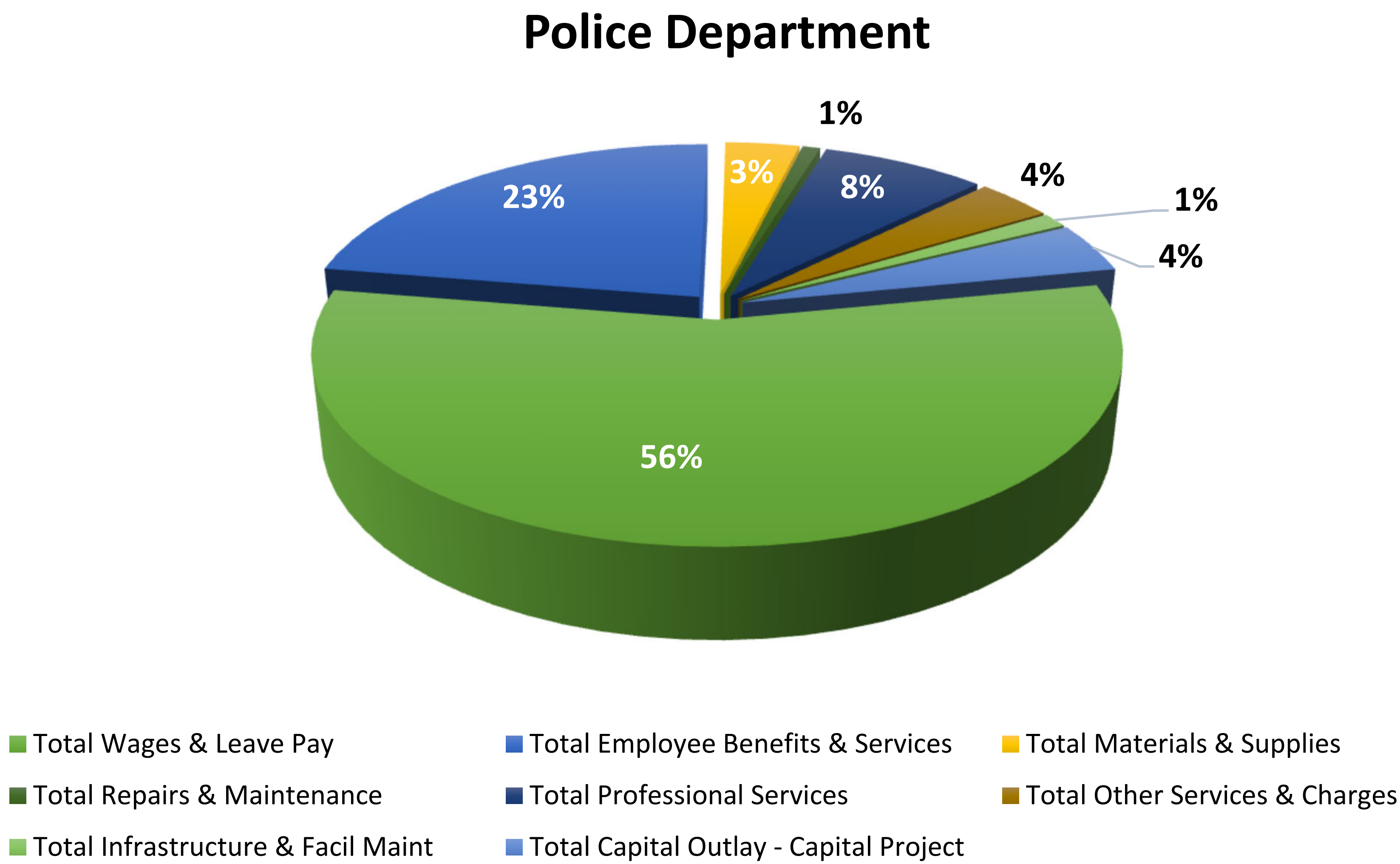
5220 **Heat:** Funds designated for maintaining water and heat in the public building

5240 **Building Repairs and Maintenance (Police Department):** Funds designated for the repairs and maintenance of public buildings for the police department

Capital Outlay

6487 **Vehicle Purchases:** Funds designated for purchase of police vehicles

5850 **Capital Projects:** Funds designated for Capital In Process items as approved


Police Department
1%
3%
23%
8%
4%
1%
4%
56%
Total Wages & Leave Pay
Total Employee Benefits & Services
Total Materials & Supplies
Total Repairs & Maintenance
Total Professional Services
Total Other Services & Charges
Total Infrastructure & Facil Maint
Total Capital Outlay - Capital Project

CITY OF MOUNT RAINIER

CAPITAL IMPROVEMENT PLAN (CIP)

Expenditures	FY 2020 Budget
Code Enforcement	
Relocation Buildout	15,000
Total Code Enforcement Department	**15,000**
Police Department	
1st Floor Remodel	33,000
Survillance Cameras	40,000
Total Police Department	**73,000**
Public Works Dept.	
Streets and Sidewalks Upgrades	400,000
Facility Security Upgrades	10,000
Park(s) Enhancements for Springhill Park	40,000
Civic Center Maintenance / Updates	50,000
Back up Generator	29,000
Street Can Replacements	8,400
Holiday Decorations	3,000
Bridge Repairs	23,000
Total Public Works Dept.	**563,400**
TOTAL CIP EXPENDITURES	**651,400**

* Items listed on the Capital Improvement Plan (CIP) are also listed within the corresponding department expenditures in the Capital Project Expenses line item.

* The amounts listed here are expenditures in which the City can capitalize the expenses. Capitalized expenses are expenses which have a longer useful life typically greater than one year; and, have met the expense threshold of minimal $1,000 per item.

CITY OF MOUNT RAINIER

Debt Services / Contingency / Reserve

"Debt Services" is the term used to describe the funds paid on behalf of the City debts. The City did a bond issuance in December 2008 for $1,250,000 to purchase the "Bass Property" located at 3206 Rhode Island Ave. The bonds have a maturity date of Dec 4, 2023 with biannual debt service payments. The interest rate on the bonds is 4.79% and remaining principal balance of $251,508. In FY 2020 the City will owe $107,190 in principal and $10,589 in interest for this bond.

The City did another bond issuance of $1,500,000 in January 2010 to fund 3 items, refinance of a 1996 Series Bond issuance, refinance of a 1997 Series Bond issuance, and purchase the "Funeral Home" property located at 3200 Rhode Island Ave. for $634,516. In FY 2020 the City will owe $112,335 in principal and $24,394 in interest for this bond.

In addition, the City is seeking to finance 2 vehicles for Department of Code Enforcement, 4 vehicles for the Police Department and 2 vehicles for Department of Public Works (Infrastructure).

In local government budgeting it is important to incorporate into your yearly plan several "safety nets" in case unforeseen emergencies or circumstances arise. The City at the start of FY 2020 will have more than $4.2 million in an unrestricted funding account. The City of Mount Rainier has also designated $1.0 million of the unrestricted funding account to fund the Economic Development Incentive Program.

A contingency fund is an amount of money the City sets aside each year in case of emergency. An example would be a flood or an unexpected major repair. Contingency funds can be used to cover the unexpected that may arise throughout the year.

CITY OF MOUNT RAINIER
EXECUTIVE AND ADMINISTRATIVE POSITIONS (CH)
COMPENSATION SCHEDULE FY 2020

	Grade Steps	EA - 1	EA - 2	EA - 3	EA - 4	EA - 5	EA - 6
Hourly		15.7715	18.9258	23.9585	32.3751	37.5316	38.8585
Bi-Weekly	1	1,261.72	1,514.06	1,916.68	2,590.01	3,002.53	3,108.68
Annually		32,805	39,366	49,834	67,340	78,066	80,826
Hourly		16.2446	19.4936	24.6773	33.3464	38.6575	40.0243
Bi-Weekly	2	1,299.57	1,559.49	1,974.18	2,667.71	3,092.60	3,201.94
Annually		33,789	40,547	51,329	69,360	80,408	83,250
Hourly		16.7320	20.0784	25.4176	34.3467	39.8173	41.2250
Bi-Weekly	3	1,338.56	1,606.27	2,033.41	2,747.74	3,185.38	3,298.00
Annually		34,803	41,763	52,869	71,441	82,820	85,748
Hourly		17.2339	20.6807	26.1801	35.3771	41.0118	42.4617
Bi-Weekly	4	1,378.72	1,654.46	2,094.41	2,830.17	3,280.94	3,396.94
Annually		35,847	43,016	54,455	73,584	85,305	88,320
Hourly		17.7510	21.3012	26.9655	36.4385	42.2421	43.7356
Bi-Weekly	5	1,420.08	1,704.09	2,157.24	2,915.08	3,379.37	3,498.85
Annually		36,922	44,306	56,088	75,792	87,864	90,970
Hourly		18.2835	21.9402	27.7745	37.5316	43.5094	45.0477
Bi-Weekly	6	1,462.68	1,755.22	2,221.96	3,002.53	3,480.75	3,603.81
Annually		38,030	45,636	57,771	78,066	90,500	93,699

Grade	Position
EA - 1	Administrative Assistant (I)
EA - 2	Administrative Assistant (II)
EA - 3	Staff Accountant Executive Assistant Communications / MRTV City Clerk
EA - 4	Systems Analyst / Asset Coordinator Director of Administrative Services
EA - 5	Director of Finance / CFO
EA - 6	City Manager

CITY OF MOUNT RAINIER
EXECUTIVE AND ADMINISTRATIVE POSITIONS (CH)
COMPENSATION SCHEDULE FY 2020

	Grade Steps	EA - 1	EA - 2	EA - 3	EA - 4	EA - 5	EA - 6
Hourly		18.8320	22.5984	28.6077	38.6576	44.8147	46.3991
Bi-Weekly	**7**	1,506.56	1,807.87	2,288.62	3,092.61	3,585.18	3,711.93
Annually		39,171	47,005	59,504	80,408	93,215	96,510
Hourly		19.3970	23.2763	29.4659	39.8173	46.1591	47.7911
Bi-Weekly	**8**	1,551.76	1,862.11	2,357.27	3,185.38	3,692.73	3,823.28
Annually		40,346	48,415	61,289	82,820	96,011	99,405
Hourly		19.9789	23.9746	30.3499	41.0118	47.5439	49.2248
Bi-Weekly	**9**	1,598.31	1,917.97	2,427.99	3,280.94	3,803.51	3,937.98
Annually		41,556	49,867	63,128	85,305	98,891	102,388
Hourly		20.5782	24.6939	31.2604	42.2422	48.9702	50.7015
Bi-Weekly	**10**	1,646.26	1,975.51	2,500.83	3,379.37	3,917.62	4,056.12
Annually		42,803	51,363	65,022	87,864	101,858	105,459
Hourly		21.1956	25.4347	32.1982	43.5094	50.4393	52.2226
Bi-Weekly	**11**	1,695.65	2,034.78	2,575.86	3,480.75	4,035.15	4,177.81
Annual		44,087	52,904	66,972	90,500	104,914	108,623
Hourly		21.8314	26.1977	33.1642	44.8147	51.9525	53.7893
Bi-Weekly	**12**	1,746.52	2,095.82	2,653.13	3,585.18	4,156.20	4,303.14
Annually		45,409	54,491	68,981	93,215	108,061	111,882

Grade	Position
EA - 1	Administrative Assistant (I)
EA - 2	Administrative Assistant (II)
EA - 3	Staff Accountant Executive Assistant Communications / MRTV City Clerk
EA - 4	Systems Analyst / Asset Coordinator Director of Administrative Services
EA - 5	Director of Finance / CFO
EA - 6	City Manager

CITY OF MOUNT RAINIER

EXECUTIVE AND ADMINISTRATIVE POSITIONS (CH)

COMPENSATION SCHEDULE FY 2020

	Grade Steps	EA - 1	EA - 2	EA - 3	EA - 4	EA - 5	EA - 6
Hourly		22.4864	26.9837	34.1591	46.1592	53.5111	55.4029
Bi-Weekly	**13**	1,798.91	2,158.69	2,732.73	3,692.73	4,280.89	4,432.23
Annually		46,772	56,126	71,051	96,011	111,303	115,238
Hourly		23.1610	27.7932	35.1839	47.5439	55.1164	57.0650
Bi-Weekly	**14**	1,852.88	2,223.45	2,814.71	3,803.51	4,409.31	4,565.20
Annually		48,175	57,810	73,182	98,891	114,642	118,695
Hourly		23.8558	28.6270	36.2394	48.9702	56.7699	58.7770
Bi-Weekly	**15**	1,908.46	2,290.16	2,899.15	3,917.62	4,541.59	4,702.16
Annually		49,620	59,544	75,378	101,858	118,081	122,256

Grade	Position
EA - 1	Administrative Assistant (I)
EA - 2	Administrative Assistant (II)
EA - 3	Staff Accountant Executive Assistant Communications / MRTV City Clerk
EA - 4	Systems Analyst / Asset Coordinator Director of Administrative Services
EA - 5	Director of Finance / CFO
EA - 6	City Manager

For Managers with contracts of employment the terms of the contract (merits increases, etc.) supersede the compensation schedule.

No employees salary shall exceed the maximum step amount of their pay grade.

All step increases are contingent upon appropriation of funds by the Mayor and Council and a performance rating of satisfactory or greater on the employee's annual performance evaluation.

No pay increases after Step 15 - Maximum Payment Level. Longevity bonus (lump sum payment of $1,500) on the 16th year of continuous service and a satisfactory performance for 15th and 16th year.

CITY OF MOUNT RAINIER
DEPARTMENTS OF INFRASTRUCTURE , DEVELOPMENT & ENFORCEMENT
COMPENSATION SCHEDULE FY 2020

	Grade Steps	IDE - 1	IDE - 2	IDE - 3	IDE - 4	IDE - 5	IDE - 6
Hourly		16.8229	17.5239	18.9258	20.8184	26.3777	32.3751
Bi-Weekly	1	1,345.83	1,401.91	1,514.06	1,665.47	2,110.22	2,590.01
Annually		34,992	36,450	39,366	43,302	54,866	67,340
Hourly		17.3276	18.0496	19.4936	21.4430	27.1690	33.3464
Bi-Weekly	2	1,386.21	1,443.97	1,559.49	1,715.44	2,173.52	2,667.71
Annually		36,041	37,543	40,547	44,601	56,512	69,360
Hourly		17.8474	18.5911	20.0784	22.0862	27.9841	34.3467
Bi-Weekly	3	1,427.79	1,487.29	1,606.27	1,766.90	2,238.73	2,747.74
Annually		37,123	38,669	41,763	45,939	58,207	71,441
Hourly		18.3828	19.1488	20.6807	22.7488	28.8236	35.3771
Bi-Weekly	4	1,470.63	1,531.91	1,654.46	1,819.91	2,305.89	2,830.17
Annually		38,236	39,830	43,016	47,318	59,953	73,584
Hourly		18.9343	19.7233	21.3012	23.4313	29.6883	36.4385
Bi-Weekly	5	1,514.75	1,577.86	1,704.09	1,874.50	2,375.07	2,915.08
Annually		39,383	41,024	44,306	48,737	61,752	75,792
Hourly		19.5024	20.3150	21.9402	24.1342	30.5790	37.5316
Bi-Weekly	6	1,560.19	1,625.20	1,755.22	1,930.74	2,446.32	3,002.53
Annually		40,565	42,255	45,636	50,199	63,604	78,066

Grade	Position
IDE - 1	Laborer
IDE - 2	CDL Driver
IDE - 3	Administrative Assistant Permit Technican
IDE - 4	Code Enforcement Officer Public Works Program Manager Maintenance Manager
IDE - 5	Assistant Director
IDE - 6	Director of Public Works Director of Code Enforcement Director of Economic Development

CITY OF MOUNT RAINIER

DEPARTMENTS OF INFRASTRUCTURE , DEVELOPMENT & ENFORCEMENT

COMPENSATION SCHEDULE FY 2020

	Grade Steps	IDE - 1	IDE - 2	IDE - 3	IDE - 4	IDE - 5	IDE - 6
Hourly		20.0874	20.9245	22.5984	24.8583	31.4964	38.6576
Bi-Weekly	**7**	1,606.99	1,673.96	1,807.87	1,988.66	2,519.71	3,092.61
Annually		41,782	43,523	47,005	51,705	65,512	80,408
Hourly		20.6900	21.5522	23.2763	25.6040	32.4412	39.8173
Bi-Weekly	**8**	1,655.20	1,724.17	1,862.11	2,048.32	2,595.30	3,185.38
Annually		43,035	44,829	48,415	53,256	67,478	82,820
Hourly		21.3107	22.1988	23.9746	26.3721	33.4145	41.0118
Bi-Weekly	**9**	1,704.86	1,775.90	1,917.97	2,109.77	2,673.16	3,280.94
Annually		44,326	46,173	49,867	54,854	69,502	85,305
Hourly		21.9501	22.8647	24.6939	27.1633	34.4169	42.2422
Bi-Weekly	**10**	1,756.01	1,829.18	1,975.51	2,173.06	2,753.35	3,379.37
Annually		45,656	47,559	51,363	56,500	71,587	87,864
Hourly		22.6086	23.5507	25.4347	27.9782	35.4494	43.5094
Bi-Weekly	**11**	1,808.69	1,884.05	2,034.78	2,238.26	2,835.95	3,480.75
Annual		47,026	48,985	52,904	58,195	73,735	90,500
Hourly		23.2868	24.2572	26.1977	28.8175	36.5129	44.8147
Bi-Weekly	**12**	1,862.95	1,940.57	2,095.82	2,305.40	2,921.03	3,585.18
Annually		48,437	50,455	54,491	59,940	75,947	93,215

Grade	Position
IDE - 1	Laborer
IDE - 2	CDL Driver
IDE - 3	Administrative Assistant Permit Technican
IDE - 4	Code Enforcement Officer Public Works Program Manager Maintenance Manager
IDE - 5	Assistant Director
IDE - 6	Director of Public Works Director of Code Enforcement Director of Economic Development

CITY OF MOUNT RAINIER

DEPARTMENTS OF INFRASTRUCTURE , DEVELOPMENT & ENFORCEMENT

COMPENSATION SCHEDULE FY 2020

	Grade / Steps	IDE - 1	IDE - 2	IDE - 3	IDE - 4	IDE - 5	IDE - 6
Hourly		23.9854	24.9849	26.9837	29.6821	37.6083	46.1592
Bi-Weekly	**13**	1,918.83	1,998.79	2,158.69	2,374.56	3,008.66	3,692.73
Annually		49,890	51,969	56,126	61,739	78,225	96,011
Hourly		24.7050	25.7344	27.7932	30.5725	38.7365	47.5439
Bi-Weekly	**14**	1,976.40	2,058.76	2,223.45	2,445.80	3,098.92	3,803.51
Annually		51,386	53,528	57,810	63,591	80,572	98,891
Hourly		25.4461	26.5065	28.6270	31.4897	39.8986	48.9702
Bi-Weekly	**15**	2,035.69	2,120.52	2,290.16	2,519.18	3,191.89	3,917.62
Annually		52,928	55,133	59,544	65,499	82,989	101,858

Grade	Position
IDE - 1	Laborer
IDE - 2	CDL Driver
IDE - 3	Administrative Assistant Permit Technican
IDE - 4	Code Enforcement Officer Public Works Program Manager Maintenance Manager
IDE - 5	Assistant Director
IDE - 6	Director of Public Works Director of Code Enforcement Director of Economic Development

For Managers with contracts of employment the terms of the contract (merits increases, etc.) supersede the compensation schedule.

No employees salary shall exceed the maximum step amount of their pay grade.

All step increases are contingent upon appropriation of funds by the Mayor and Council and a performance rating of satisfactory or greater on the employee's annual performance evaluation.

No pay increases after Step 15 - Maximum Payment Level. Longevity bonus (lump sum payment of $1,500) on the 16th year of countinous service and a satisfactory performance for 15th and 16th year.

CITY OF MOUNT RAINIER
EXECUTIVE AND AMINISTRATIVE POSITIONS POLICE DEPT.
COMPENSATION SCHEDULE FY 2020

	Grade Steps	PD - EA 1	PD - EA 2	PD - EA 3	PD - EA 4	PD - EA 5
Hourly		18.9258	22.7529	27.7234	31.0233	37.3854
Bi-Weekly	**1**	1,514.06	1,820.23	2,217.87	2,481.86	2,990.83
Annually		39,366	47,326	57,665	64,528	77,762
Hourly		19.4936	23.4355	28.5551	31.9540	38.5070
Bi-Weekly	**2**	1,559.49	1,874.84	2,284.41	2,556.32	3,080.56
Annually		40,547	48,746	59,395	66,464	80,094
Hourly		20.0784	24.1386	29.4118	32.9126	39.6622
Bi-Weekly	**3**	1,606.27	1,931.08	2,352.94	2,633.01	3,172.97
Annually		41,763	50,208	61,176	68,458	82,497
Hourly		20.6807	24.8627	30.2941	33.9000	40.8520
Bi-Weekly	**4**	1,654.46	1,989.02	2,423.53	2,712.00	3,268.16
Annually		43,016	51,714	63,012	70,512	84,972
Hourly		21.3012	25.6086	31.2029	34.9170	42.0776
Bi-Weekly	**5**	1,704.09	2,048.69	2,496.23	2,793.36	3,366.21
Annually		44,306	53,266	64,902	72,627	87,521
Hourly		21.9402	26.3768	32.1390	35.9645	43.3399
Bi-Weekly	**6**	1,755.22	2,110.15	2,571.12	2,877.16	3,467.19
Annually		45,636	54,864	66,849	74,806	90,147

Grade	Position
PD - EA 1	Administrative Assistant
PD - EA 2	Records Manager
PD - EA 3	Police Officer, Sergeant
PD - EA 4	Police Officer, Lieutenant
PD - EA 5	Chief of Police

CITY OF MOUNT RAINIER
EXECUTIVE AND AMINISTRATIVE POSITIONS POLICE DEPT.
COMPENSATION SCHEDULE FY 2020

	Grade Steps	PD - EA 1	PD - EA 2	PD - EA 3	PD - EA 4	PD - EA 5
Hourly		22.5984	27.1682	33.1032	37.0434	44.6401
Bi-Weekly	**7**	1,807.87	2,173.45	2,648.26	2,963.48	3,571.21
Annually		47,005	56,510	68,855	77,050	92,851
Hourly		23.2763	27.9832	34.0963	38.1547	45.9793
Bi-Weekly	**8**	1,862.11	2,238.66	2,727.70	3,052.38	3,678.35
Annually		48,415	58,205	70,920	79,362	95,637
Hourly		23.9746	28.8227	35.1192	39.2994	47.3587
Bi-Weekly	**9**	1,917.97	2,305.82	2,809.53	3,143.95	3,788.70
Annually		49,867	59,951	73,048	81,743	98,506
Hourly		24.6939	29.6874	36.1727	40.4784	48.7795
Bi-Weekly	**10**	1,975.51	2,374.99	2,893.82	3,238.27	3,902.36
Annually		51,363	61,750	75,239	84,195	101,461
Hourly		25.4347	30.5780	37.2579	41.6927	50.2429
Bi-Weekly	**11**	2,034.78	2,446.24	2,980.63	3,335.42	4,019.43
Annual		52,904	63,602	77,496	86,721	104,505
Hourly		26.1977	31.4953	38.3757	42.9435	51.7501
Bi-Weekly	**12**	2,095.82	2,519.63	3,070.05	3,435.48	4,140.01
Annually		54,491	65,510	79,821	89,322	107,640

Grade	Position
PD - EA 1	Administrative Assistant
PD - EA 2	Records Manager
PD - EA 3	Police Officer, Sergeant
PD - EA 4	Police Officer, Lieutenant
PD - EA 5	Chief of Police

CITY OF MOUNT RAINIER
EXECUTIVE AND AMINISTRATIVE POSITIONS POLICE DEPT.
COMPENSATION SCHEDULE FY 2020

	Grade Steps	PD - EA 1	PD - EA 2	PD - EA 3	PD - EA 4	PD - EA 5
Hourly		26.9837	32.4402	39.5269	44.2318	53.3026
Bi-Weekly	**13**	2,158.69	2,595.22	3,162.16	3,538.54	4,264.21
Annually		56,126	67,476	82,216	92,002	110,869
Hourly		27.7932	33.4134	40.7127	45.5588	54.9017
Bi-Weekly	**14**	2,223.45	2,673.07	3,257.02	3,644.70	4,392.14
Annually		57,810	69,500	84,683	94,762	114,196
Hourly		28.6270	34.4158	41.9341	46.9255	56.5488
Bi-Weekly	**15**	2,290.16	2,753.26	3,354.73	3,754.04	4,523.90
Annually		59,544	71,585	87,223	97,605	117,621

Grade	Position
PD - EA 1	Administrative Assistant
PD - EA 2	Records Manager
PD - EA 3	Police Officer, Sergeant
PD - EA 4	Police Officer, Lieutenant
PD - EA 5	Chief of Police

For Managers with contracts of employment the terms of the contract (merits increases, etc.) supersede the compensation schedule.

No employees salary shall exceed the maximum step amount of their pay grade.

All step increases are contingent upon appropriation of funds by the Mayor and Council and a performance rating of satisfactory or greater on the employee's annual performance evaluation.

No pay increases after Step 15 - Maximum Payment Level. Longevity bonus (lump sum payment of $1,500) on the 16th year of continous service and a satisfactory performance for 15th and 16th year.

CITY OF MOUNT RAINIER

COLLECTIVE BARGAINING UNIT EMPLOYEES POLICE DEPT.

COMPENSATION SCHEDULE FY 2020

	Grade Steps	PD - POC	PD - 1	PD - 2	PD - 3
Hourly	1	22.0685	23.2300	24.6238	26.3476
Bi-Weekly		1,765.48	1,858.40	1,969.90	2,107.81
Annually		45,902	48,318	51,218	54,803
Hourly	2		23.9269	25.3625	27.1380
Bi-Weekly			1,914.15	2,029.00	2,171.04
Annually			49,768	52,754	56,447
Hourly	3		24.6447	26.1234	27.9522
Bi-Weekly			1,971.58	2,089.87	2,236.17
Annually			51,261	54,337	58,141
Hourly	4		25.3840	26.9071	28.7907
Bi-Weekly			2,030.72	2,152.57	2,303.26
Annually			52,799	55,967	59,885
Hourly	5		26.1456	27.7143	29.6545
Bi-Weekly			2,091.65	2,217.14	2,372.36
Annually			54,383	57,646	61,681
Hourly	6			28.5457	30.5441
Bi-Weekly				2,283.66	2,443.53
Annually				59,375	63,532

Grade	Position
PD-POC	Police Officer, Candidate
PD - 1	Police Officer, Private
PD - 2	Police Officer, Private First Class
PD - 3	Police Officer, Corporal Police Officer, Detective

CITY OF MOUNT RAINIER

COLLECTIVE BARGAINING UNIT EMPLOYEES POLICE DEPT.
COMPENSATION SCHEDULE FY 2020

	Grade Steps	PD - POC	PD - 1	PD - 2	PD - 3
Hourly				29.4021	31.4604
Bi-Weekly	**7**			2,352.17	2,516.83
Annually				61,156	65,438
Hourly				30.2842	32.4042
Bi-Weekly	**8**			2,422.73	2,592.34
Annually				62,991	67,401
Hourly				31.1927	33.3764
Bi-Weekly	**9**			2,495.42	2,670.11
Annually				64,881	69,423
Hourly				32.1285	34.3776
Bi-Weekly	**10**			2,570.28	2,750.21
Annually				66,827	71,505
Hourly				33.0923	35.4090
Bi-Weekly	**11**			2,647.39	2,832.72
Annual				68,832	73,651
Hourly				34.0851	36.4712
Bi-Weekly	**12**			2,726.81	2,917.70
Annually				70,897	75,860

Grade	Position
PD-POC	Police Officer, Candidate
PD - 1	Police Officer, Private
PD - 2	Police Officer, Private First Class
PD - 3	Police Officer, Corporal Police Officer, Detective

CITY OF MOUNT RAINIER

COLLECTIVE BARGAINING UNIT EMPLOYEES POLICE DEPT.

COMPENSATION SCHEDULE FY 2020

	Grade Steps	PD - POC	PD - 1	PD - 2	PD - 3
Hourly				35.1077	37.5654
Bi-Weekly	13			2,808.61	3,005.23
Annually				73,024	78,136
Hourly				36.1609	38.6923
Bi-Weekly	14			2,892.87	3,095.39
Annually				75,215	80,480
Hourly				37.2457	39.8531
Bi-Weekly	15			2,979.66	3,188.25
Annually				77,471	82,894

Grade	Position
PD-POC	Police Officer, Candidate
PD - 1	Police Officer, Private
PD - 2	Police Officer, Private First Class
PD - 3	Police Officer, Corporal Police Officer, Detective

For Managers with contracts of employment the terms of the contract (merits increases, etc.) supersede the compensation schedule.

No employees salary shall exceed the maximum step amount of their pay grade.

All step increases are contingent upon appropriation of funds by the Mayor and Council and a performance rating of satisfactory or greater on the employee's annual performance evaluation.

No pay increases after Step 15 - Maximum Payment Level. Longevity bonus (lump sum payment of $1,500) on the 16th year of continuous service and a satisfactory performance for 15th and 16th year.

Introduced and Read: May 7, 2019
Second Reading: May 21, 2019
Third Reading & Adoption: June 4, 2019

CITY OF MOUNT RAINIER
ORDINANCE 06 - 2019

Drafted by: City Manager and City Treasurer
Introduced by: City Treasurer

An Ordinance Establishing the Tax Rate, Adopting an Annual Budget, and Appropriating Funds for Fiscal Year 2020, Beginning July 1, 2019 and ending June 30, 2020.

WHEREAS, in accordance with Section 6-303 of the Tax-Property Article of the *Annotated Code of Maryland*, by July 1st of each year, the Council of the City of Mount Rainier shall set the tax rate for the next fiscal year on all assessments of property subject to municipal corporation property tax; and

WHEREAS, a public hearing must be held prior to the establishment of the municipal corporation tax rate if the new tax rate will exceed the constant yield tax rate as calculated by the State of Maryland Department of Assessments and Taxation; and

WHEREAS, the proposed tax rate for Fiscal Year 2020 will exceed the constant yield tax rate of $0.7812 per $100 of assessed valuation; and

WHEREAS, pursuant to *City of Mount Rainier Charter* Section 702.A, the City Manager submitted a recommended budget for Fiscal Year 2020 to the Council for its review and consideration; and

WHEREAS, the budget provides a complete financial plan for Fiscal Year 2020 and contains estimates of anticipated revenues and proposed expenditures for the upcoming fiscal year; and

WHEREAS, the *City of Mount Rainier Charter* Section 702.B. requires the Council to conduct a public hearing on the proposed budget prior to adoption of the budget; and

WHEREAS, after giving public notice, the Council held a public hearing on the constant yield tax rate and to receive comments on the proposed Fiscal Year 2020 budget and tax rates on April 27th, 2019; and

WHEREAS, after considering the recommended Fiscal Year 2020 budget submitted by the City Manager and the comments that were made at the public hearing on the budget and tax rate, the Council adopts the budget and tax rates as set forth in this Ordinance.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF MOUNT RAINIER, MARYLAND, THIS 4TH DAY OF JUNE, 2019, AS FOLLOWS:

SECTION 1. Tax Rate – Real Property.

The tax rate for all single-family residential real property subject to taxation by the City of Mount Rainier shall be **$0.81** per $100.00 of assessed valuation for Fiscal Year 2020, beginning July 1, 2019 and ending June 30, 2020.

The tax rate for all townhouse residential real property subject to taxation by the City of Mount Rainier shall be **$0.81** per $100.00 of assessed valuation for Fiscal Year 2020, beginning July 1, 2019 and ending June 30, 2020.

The tax rate for all multi-family residential real property subject to taxation by the City of Mount Rainier shall be **$0.86** per $100.00 of assessed valuation for Fiscal Year 2020, beginning July 1, 2019 and ending June 30, 2020.

The tax rate for all commercial real property subject to taxation by the City of Mount Rainier shall be **$0.81** per $100.00 of assessed valuation for Fiscal Year 2020, beginning July 1, 2019 and ending June 30, 2020.

The tax rate for all industrial real property subject to taxation by the City of Mount Rainier shall be **$0.81** per $100.00 of assessed valuation for Fiscal Year 2020, beginning July 1, 2019 and ending June 30, 2020.

The tax rate for all vacant developed real property subject to taxation by the City of Mount Rainier shall be **$2.50** per $100.00 of assessed valuation for Fiscal Year 2020, beginning July 1, 2019 and ending June 30, 2020.

SECTION 2. Tax Rate – Business Personal Property.

The tax rate for all business personal property subject to taxation by the City of Mount Rainier shall be **$0.99** per $100.00 of assessed valuation for Fiscal Year 2020, beginning July 1, 2019 and ending June 30, 2020.

SECTION 3. Tax Rate – Operating Property of Railroads and Public Utilities.

The tax rate for all operating property of railroads and public utilities subject to taxation by the City of Mount Rainier shall be **$2.75** per $100.00 of assessed valuation for Fiscal Year 2020, beginning July 1, 2019 and ending June 30, 2020.

SECTION 4. GENERAL FUND - REVENUES

The following amounts shall be adopted and appropriated as the general fund budget for all revenue for Fiscal Year 2020, beginning July 1, 2019 and ending June 30, 2020.

TAX REVENUE	**$**	**5,114,270**
LICENSES & PERMITS		**728,500**
INTERGOVERNMENTAL REVENUE		**341,745**
CHARGES FOR SERVICES		**24,750**
FINES & FOREFEITURES		**273,000**
MISCELLANEOUS REVENUE		**159,779**
TRANSFER FROM RESERVES		**393,510**
TOTAL BUDGETED REVENUE	**$**	**7,035,554**

SECTION 5. GENERAL FUND – EXPENDITURE CATEGORIES

The following amounts shall be adopted and appropriated as the general fund budget for all expenditure categories for Fiscal Year 2020, beginning July 1, 2019 and ending June 30, 2020.

WAGES & LEAVE PAY	**$**	**2,929,328**
EMPLOYEE BENEFITS & SERVICES		**986,094**
MATERIAL & SUPPLIES		**352,554**
REPAIRS & MAINTENANCE		**91,300**
PROFESSIONAL SERVICES		**733,750**
OTHER SERVICES & CHARGES		**619,670**
INFRASTRUCTURE & FACILITY MAINTENACE		**386,950**
CAPITAL OUTLAY		**681,400**
DEBT SERVICES		**254,508**
TOTAL BUDGETED EXPENDITURES	**$**	**7,035,554**

SECTION 6. GENERAL FUND – EXPENDITURE CATEGORIES BY DEPARTMENT.

The following amounts shall be adopted and appropriated as the general fund budget for all expenditure categories by department for Fiscal Year 2020, beginning July 1, 2019 and ending June 30, 2020.

CITY GOVERNANCE	**$**	**140,195**
CITY HALL		**989,725**
DEPARTMENT OF ADMINISTRATIVE SERVICES		**526,472**
DEPARTMENT OF PUBLIC SAFETY (POLICE)		**2,364,476**
DEPARTMENT OF INFRASTRUCTURE		**2,001,253**
DEPARTMENT OF CODE ENFORCEMENT		**521,153**
DEPARTMENT OF ECONOMIC DEVELOPMENT		**183,327**
DEBT SERVICES		**254,508**
CONTINGENCY		**54,445**
TOTAL BUDGETED DEPARTMENT EXPENDITURES		**7,035,554**

TOTAL FULL TIME EQUIVALENT EMPLOYEES (FTE'S) FOR EACH DEPARTMENT ARE AS FOLLOWS:

	BUDGET FY 2019	BUDGET FY 2020
GENERAL GOVERNMENT	3	5
ADMINISTRATIVE SERVICES	2	4
ECONOMIC DEVELOPMENT	1	1
PUBLIC SAFETY (POLICE)	21.625	18.625
CODE ENFORCEMENT	3.625	5
PUBLIC WORKS	10	11
TOTAL BUDGETED FTEs	41.25	44.625

THIS ORDINANCE IS ADOPTED BY THE COUNCIL OF THE CITY OF MOUNT RAINIER THIS 4th DAY OF JUNE 2019, AND IS EFFECTIVE ON JULY 1, 2019.

Attest:

Miranda Braatz

Miranda Braatz, City Manager

Malinda Miles

Malinda Miles, Mayor

Celina Benitez, Council Member

Luke Chesek, Council Member

Scott B. Cecil

Scott Cecil, Council Member

Bryan Knedler

Bryan Knedler, Council Member

Introduced and Read: May 7, 2019
Second Reading: May 21, 2019
Third Reading & Reading: June 4, 2019

CITY OF MOUNT RAINIER, MARYLAND

ORDINANCE NO. 08 - 2019

Introduced by: City Treasurer

Amending the City of Mount Rainier Fee Schedule.

WHEREAS, the *Mount Rainier Code* establishes various permit and license requirements and imposes application, permit and license fees and penalties; and

WHEREAS, City management considers the cost of administering its regulatory programs annually and recommends changes to application, permit, and license fees and penalties ("fees") to reflect the changes in cost; and

WHEREAS, the Council revises the fees set forth on the City of Mount Rainier Fee Schedule, from time-to-time, as part of the adoption of the annual City Budget; and

WHEREAS, any existing City fees not listed on the City of Mount Rainier Fee Schedule shall remain as set forth in the *Mount Rainier Code*.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF MOUNT RAINIER, MARYLAND, that:

Section 1. The following City of Mount Rainier Fee Schedule is adopted:

City of Mount Rainier Fee Schedule FY 20

Mount Rainier Code	**Description**	**Fee**
Chapter 2 - Assessments		
And Taxation and Fees		
§2-103.B.2	Late fees on various City service charges and user fees – payment due 30 days after date of bill	1.67% interest per month from 31st day after payment is due
§2-103.C	Non-negotiable ("bounced") check fee	$35.00
Chapter 3 – Building Code		

§3-105 – Permit fees	A.-New construction, alterations, repairs of $10,000.00 or less	$250.00 filing fee + 50% of PG County building permit fee
	B.-New construction, alterations, repairs in excess of $10,000.00	$250.00 filing fee + 50% of PG County building permit fee
	C.-Fence (new, property with 1 street address)	$75.00
	D.-Demolition or removal of building/structure – footprint of >150 sq. ft. and <500 sq. ft.	$250.00
	E.-Demolition or removal of building/structure – footprint of >500 sq. ft.	$550.00
	F.-Impervious surface construction mitigation fee (for building permits for projects creating impervious surface >150 sq. ft.)	$1.00 per sq. ft
§3-109 – Permits in the Mixed-Use Town Center Zone	G.-If no county permit is required for an exterior alteration in the MUTCZ, then a City building permit, valid for 6-months, is required	$75.00
Chapter 3B – Vacant Buildings & Vacant Lot Registration		
§3B-104 – Vacant buildings	C.-Registration of vacant buildings; filing fee	
	Vacant commercial, industrial, or mixed-use residential building and vacant commercial or multi-family residential building	$800.00 filing fee
	Vacant single-family dwelling	$500.00 filing fee
	Vacant utilitarian building (*see* §3B-103.E)	$300.00 filing fee
§3B-106 – Vacant lot registration	B.2-Vacant lot < 10,000 sq. ft.	$300.00 registration fee
	B.2-Vacant lot ≥ 10,000 sq. ft.	$500.00 registration fee
Chapter 7 – Licenses and Permits		
§7-106 – Permits	L.-Sidewalk café permit	$25.00/year

§7-108 – Fees	A.-Business license or registration fees	
	A.2- Business license - home occupations	$75.00/year
	A.3-Business license expiration	$300.00 reinstatement fee
	A.4- Business license revocation (for cause)	$300.00 reinstatement fee + attorney fees
	B.-Occupancy license fees	
	B.1.a-Non-residential premises, except premises occupied by charitable and religious institutions	(i) $50.00/year for ≤ 1,000 sq. feet gross floor space; $75.00/year for additional ≤ 1,000 sq. feet gross floor space; maximum occupancy license fee $200.00/year. (Note: 2 businesses at same location pay separate occupancy license fees.)
	B.1.a.(ii)-Businesses selling alcoholic beverages	Annual fee of 20% of annual license fee charged by PG Co. Board of License Commissioners
	B.1.a.(iii)-Businesses with pinball, video, billiard or pool table, bowling alleys, or other gaming device operated for public use or gain	$30.00/year per gaming device, table, alley or board
	B.1.b-Non-residential premises occupied by charitable and religious institutions	$40.00/year
	B.1.c-Multi-family rental facilities – occupancy license fee	$225.00/year per unit
	B.1.d-Single-family rental facilities – occupancy license fee	$300.00/year per unit
	B.1.e-Hotel, motel, tourist facility – occupancy license fee	$175.00/year
	B.2.a- Occupancy license expiration	$300.00 reinstatement fee
	B.2.b- Occupancy license revocation (for cause)	$300.00 reinstatement fee + attorney fees
	B.3.B- Occupancy license - transfer fee (for unexpired portion of license term)	$250.00

	C.-Permit fees	
	C.1-Vendor’s permit	a.-$50.00; b.-each additional individual employed by a vendor $25.00 fee
	C.2-Solicitor’s permit	$25.00
	C.3-Outdoor event (in a public space) permit	$25.00
	C.4-Yard sale permit (valid for 2 days in a row)	$5.00
	C.5-General business alarm permit	$25.00
	C.6-Commercial refuse collection permit	$75.00/year plus $10.00 for each building or address in the City that receives refuse collection services; maximum permit fee $500.00/year
	C.7-Construction dumpster permit	$25.00 < 2 weeks $100.00 > 2 weeks and < 1 month $250.00 > 1 month and < 3 months $500.00 > 3 months and < 6 months
Chapter 7A – Commercial District Management Authority (“CDMA”)	**City collects CDMA fees as agent of the CDMA. Businesses pay CDMA fee with the Business Occupancy License Fee**	
§7A-109 – CDMA Fee	A.-Each business	$150.00/year
	A.-Each business property owner	$150.00/year
	A.1-Multiple parcels – 1 business or store	$225.00/year (fee cap)
	A.2-Owner occupied business property	$225.00/year (fee cap)
Chapter 9 – Parking Meters		
§9-105 – Parking Meter Time Limits and Rates	B.-Parking meter payment rate	$0.50 for 30 minutes of parking time

§9-107 – Enforcement	E.- Fine for parking meter violations, unless a different fine or penalty is specified in Ch. 9 or by law	$30.00 parking citation (ticket) fine; Late payment penalty - ticket fine doubles to $60.00 if unpaid for 30 days and no trial is requested; ticket further doubles to $120.00 if unpaid for 60 days; and to $240.00 if unpaid for 90 days
<u>Chapter 10 – Peace and Order</u>		
§10-121.E-Noise permits, permit fee	E.3-Residential property noise permit	$20.00
	E.4-Non-residential property noise permit	$25.00
	E.5-Residential property - MUTC zone	$20.00
	E.5-Other noise permits - MUTC zone	$25.00
<u>Chapter 11 – Refuse Collection</u>		
§11-106 – Regular trash collection – multi-family residential dwellings	D.-Fees	1st rental unit – no charge; each additional rental unit $100.00/year
§11-109 – Bulk Trash Collection	D.-Fees	1. refrigerator, freezer, A/C $25/ea.; 2. tires - $5 w/o rim, $7 with rim
§11-1111 – Special Bulk Trash	C.-Fees	1. special bulk trash fee = City's cost/ton + equipment/labor/admin costs-$50.00 minimum 2. remodeling waste fee = City's cost/ton + equipment/labor/admin costs-$50.00 minimum 3. yard waste > 3 cubic yards/ volume fee =

		City's cost/ton + equipment/labor/admin costs-$50.00 minimum
Chapter 12 - Streets		
§12-104 – Permit required for grading & construction in public right-of-way ("ROW")	B.-Permit and inspection fees	1. Greater of $25.00 or $0.60 per linear foot of cut in roadbed & $0.30 per linear foot of cut elsewhere in ROW. 2. Reimbursement of City, on an hourly basis, for engineering & staff expenses to review & inspect construction within public ROW.
Chapter 12B – Urban Forest		
§12B-9 - Private Property – Initial Tree Assessments	C.4-There is no charge to the property owner for the tree assessment.	No fee
§12B-10 - Private Property – Waiver of Tree Permit Requirement	A.2-Tree permit waiver for dead, dying or hazardous tree	$25.00
§12B-11 - Private Property –Tree Permit Applications	B. Tree permit application fee (Note: If tree removal permit is approved, tree replacement and other requirements may be imposed.)	$50.00
Chapter 13 - Traffic		
§13-101 – Stopping & parking prohibited	O.-Parking in a Handicapped Parking space.	$225.00 parking citation (ticket) fine; ticket fine doubles to $450.00 if unpaid for 15 days & no trial is requested on the ticket

	P.-Leaving vehicle unattended with motor running	$100.00 parking citation (ticket) fine; ticket fine doubles to $200.00 if unpaid for 15 days & no trial is requested on the ticket.
§13-104 – Taxicabs, trailers, recreational vehicles, boats, temporary dumpster, and storage container parking restrictions	E.-Temporary permit for trailer, boat, bus, vehicle without engine; or motor home > 21 ft length & > 9 ft height to be parked on street	$15.00 permit fee (temporary street parking for < 2 weeks; only 1 permit per address in a 6 month period)
	H.-Recreational parking zone in 3700 block of Otis Street (allows boat, camping, and utility trailers & motor homes > 21 ft length & > 9 ft height to be parked on street--if owned & licensed by a City resident before 3/1/06)	$50.00/year permit fee
	I-Vehicle parked in violation of §13-104 are subject to impoundment and all towing and storage expenses must be paid before the vehicle is released from impoundment. A parking citation (ticket) may be issued.	$150.00 parking citation (ticket) fine; ticket fine doubles to $300.00 if unpaid for 15 days & no trial is requested on the ticket.
§13-105 – Parking of Commercial Vehicles Prohibited	E.-Commercial vehicles parked or stopped in violation of §13-105 are subject to impoundment and towing and storage charges. Parking ticket may be issued.	$150.00 parking citation (ticket) fine; ticket fine doubles to $300.00 if unpaid for 15 days & no trial is requested on the ticket.
§13-106-Impoundment or immobilization of a motor vehicle	D.-All towing and storage charges, unpaid fines, penalties, service charges, and fees, and all parking and vehicle citations must be paid before immobilizing device will be removed and the motor vehicle will be released.	Varies.
§13-113 - Parking administrative fee	An administrative fee is added to the fine and any late payment penalties for each parking citation (ticket) entered in the	$25.00

	Maryland MVA parking violations and flagging program.	
§13-117 – Administrative fee	An administrative fee is added to charges and fines associated with impoundment of a vehicle	Not specified
§13-118 – No Through Trucks	B.-Unlawful to operate a truck on or through all portions of streets with signs prohibiting truck traffic (with exceptions in §13-118). H.-Fine for violation of §13-118 is $100.	$100.00 parking citation (ticket) fine
§13-119 – Enforcement	E.-Fine for parking & traffic violations, unless a different fine or penalty is specified in Ch. 13 or by law	$30.00 parking citation (ticket) fine; Late payment penalty - ticket fine doubles to $60.00 if unpaid for 30 days and no trial is requested; ticket further doubles to $120.00 if unpaid for 60 days; and to $240.00 if unpaid for 90 days
§13-122 – Residential Parking Permits	A.1-A Residential Parking Permit ("RPP") is subject to a fee to be designated by the Mayor and Council as part of the table of municipal fees. H.-Table of Fees: Elective Parking Permit Zone and Visitor Passes.	Table of Fees: 1. Elective Parking Permit Zone - $20/year per vehicle, up to 2 vehicles total per dwelling unit 2. Visitor passes - $10/year each, 1 visitor passes per dwelling unit
Chapter 14 – Animal Control		
§14-110 – City animal hobby permit required	A & C – City animal hobby permit required to keep ≥ 5 animals larger than a guinea pig or over 4 months of age	$5.00/year

<u>Chapter 15 – Grading, Drainage, and Erosion Control</u>		
§15-503 – Grading permit	Grading, drainage, and erosion control permit is incident to and part of the building permit	No fee specified (part of building permit)

Section 2. This Ordinance shall be effective July 1, 2020.

THIS ORDINANCE IS ADOPTED BY THE COUNCIL OF THE CITY OF MOUNT RAINIER THIS 4th DAY OF June 2020.

Attest:

Miranda Braatz, City Manager

Malinda Miles, Mayor

Luke Chesek, Councilmember Ward 1

Celina Benitez, Councilmember Ward 1

Bryan Knedler, Councilmember Ward 2

Scott Cecil, Councilmember Ward 2