



THE CITY OF DISTRICT HEIGHTS FY 2024 ADOPTED BUDGET

www.districtheights.org

City of District Heights

Mayor and City Commission

2000 Marbury Drive
District Heights, MD 20747
301-336-1402
www.districtheights.org

Cynthia Miller, Mayor
Xander Harcourt, Vice Mayor and Commissioner, Ward 1
Anthony Tilghman, Commissioner, Ward 1
Gyasi Gomez, Commissioner, Ward 2
Pamela Janifer, Commissioner, Ward 2

David Street, City Manager



Table of Contents

Contents

Table of Contents.....	2
Mayor’s Budget Message.....	4
Vision and Mission	5
District Heights at a Glance.....	5
City Organizational Chart	5
Updates for the FY 2024 Budget.....	6
The Chart of Accounts.....	6
Departmental Budget Presentation.....	7
Adopted Budget Proposals	8
Summary Table	8
Adopted Budget Amendments	8
Revenues.....	9
Expenditures	12
Historical Expenditures, FY 2020 Actual – FY 2023 Projected	12
FY 2024 Expenditures.....	17
Overview of Expenditures – Operating Expenditures by Department	17
Office of the Mayor, Vice Mayor, and City Commission.....	18
General Government Administration	18
Org. Chart.....	19
FY 2024 Budget Summary	19
Parks, Recreation, and Culture	20
Org. Chart.....	20
FY 2024 Budget Summary	20
Public Safety – Police and Code Enforcement	21
Org. Chart.....	21
FY 2024 Budget Summary	22
Public Works	23
Org. Chart.....	23
FY 2024 Budget Summary	23
Youth Services Bureau	24

Org. Chart..... 24
FY 2024 Budget Summary..... 25
Non-Departmental Expenditures..... 25
 Summary 25
 Adopted Budget..... 25
FY 2024 ARPA Expenditures..... 26
FY 2024 Construction and Capital Expenditures..... 27
Budget Ordinance 27



Mayor's Budget Message

Dear District Heights,

I want begin by offering thanks to my colleagues on the City Commission, residents, and staff who participated in this year's budget process. All of us have worked tirelessly throughout the pandemic, adapted our lives to rapid change, and showed determination, creativity, and a kind spirit that is transforming this City into a model for Prince George's County; this budget is just the latest example of the City's forward momentum.

The FY 2024 budget seeks to meet upcoming challenges, leverage our progress, and build for our future by investing in new, updated technology, the City's physical infrastructure, and the people that deliver services to residents. The FY 2024 budget focuses on delivering essential services and improving the efficiency and efficacy of City government. Of particular note, the budget formalizes reorganizations in the Department of Public Works to streamline service delivery, adds critically needed staff in the Department of Parks, Recreation and Culture, and increases funding for City-wide events and initiatives. Further, the budget takes aggressive actions to recruit and retain qualified professionals, including and especially law enforcement officers.

The foundation set by the City Commission in this budget will allow for further data-driven and performance-based evaluation of services and, importantly, allows residents to clearly see how their tax dollars are being allocated.

Sincerely,



Hon. Cynthia Miller
Mayor

Vision and Mission

Vision: We strive to provide excellent resident services through cost efficient, evidence-based programming, that are sustainable and accessible. Hallmarks of good governance.

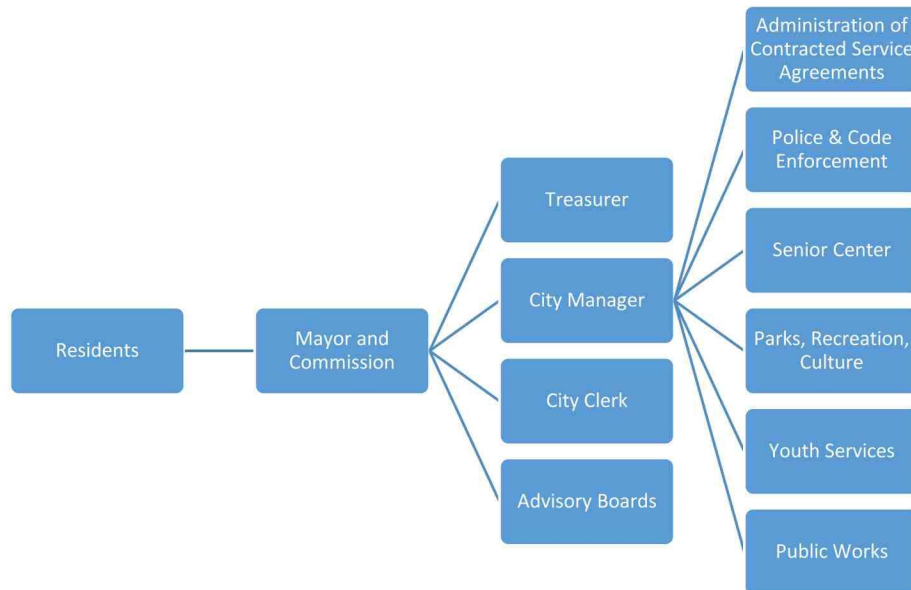
Mission: The City of District Heights strives to promote and improve life, enhance a sense of community, preserve our culture and heritage, and create economic opportunities. We support initiatives focusing on the city's priorities, Economic Development, Public Safety, Health and Housing, Recreation, and Sustainable Climate, resulting in welcoming, safe, healthy, and productive municipality. We strive to provide excellence through evidence-based programming and services and responsible and accessible government. We encourage and expect public participation and collaboration from our residents and local businesses. We are committed to fostering respect, innovation, inclusion and progress.

District Heights at a Glance

The City of District Heights is an incorporated municipality in Prince George's County, Maryland. District Heights is 0.86 square miles, sits at 266 ft elevation, and is located inside the beltway. District Heights was incorporated in 1936.

Category ¹	City of District Heights	Prince George's County
Population	5,959	697,201
Employment Rate	50.8%	62.4%
Total Households	2,075	346,127
Median Household Income	\$69,099	\$90,203
Total Housing Units	2,201	359,957
Percent of population with Bachelor's Degree or Higher	30.0%	34.8%
Median Age	35.1	38.4

City Organizational Chart



¹ 2020 US Census and 2021 ACS Data

Updates for the FY 2024 Budget

The Chart of Accounts

The chart of accounts has been modernized for the FY 2024 budget and now uses a unified, organized naming convention and set of standard categories for line items across the City's departments. Each expenditure category has been assigned a lead digit (5 is personnel, 6 is operating and maintenance, and 7 is capital); each department has been assigned a department code. For example, General Government Administration is "02" and the Public Works is "07." Each specific object has been assigned a two-digit code. "01" is association and membership dues; "09" is contractual services.

The table below describes commonly used line-items. The middle digits, displayed on the table below as "XX," are used to represent a specific department. Association and membership dues for General Government Administration would be line 60201 while the same expense for Public Works would be 60801. Personnel, operating, and capital expenditures use the same convention.

This naming and categorization of expenditures is somewhat less precise than what the Commission is used to, however, provides the opportunity to review expenditures by category easily across the organization because the naming and coding conventions are standardized.

6XX01	Association and Membership Dues
This line item is used for professional association and/or membership dues for staff members. As an example, the City Manager is a member of the Maryland City/County Management Association and those dues would be paid from this line in the General Government Department.	
6XX02	Travel, Training and Education
Travel, training and education encompasses employee development to include, classes, conferences, events, and other expenditures meant to increase the competency of staff members.	
6XX03	Office Supplies
Office supplies include paper, pens, pencils, binders, folders, and other items necessary to operate in a modern office environment.	
6XX04	Postage, Mailing, and Bulk Mail
This line item encompasses all postage, direct mail, certified mail, and bulk mail expenses.	
6XX05	Conduct of Business
Conduct of business should be used for incidental expenditures related to the daily incidental expenses associated with delivering services or meeting the needs of residents.	
6XX06	Printing
Costs associated with in-house printing.	
6XX07	Materials and Supplies
Material and supplies is a wide-ranging category; the types of items that may fall within this type of expenditure vary by department. Parks, Recreation and Culture may book new basketballs to this line while Public Works may book new shovels; both are materials and supplies necessary to conduct the regular work of the department.	
6XX08	Marketing and Advertising
Marketing and advertising costs could include running ads in local/regional newspapers or online.	
6XX09	Contractual Services
Contractual services are services that the City enters into a contractual agreement to obtain. The City's contract with the solid waste service provider is an example of contractual services.	
6XX10	Professional Services
This line item encompasses agreements that the City enters into to obtain professional services. This is usually in the form of consultants, advisors, or designers.	
6XX11	Publications and Books

Publications and books includes one-time and subscription expenditures for magazines, periodicals, trade publications, and other related materials.

6XX12 Clothing and Uniforms

Clothing and uniforms includes the purchasing of new uniforms and the maintenance of existing uniforms. This line most typically occurs in Police, Code Enforcement, and Public Works, however any department may use the line to purchase City-branded clothing for use at work or while representing the City.

6XX13 Cell Phones

This line is budgeted centrally in General Government Administration and is comprised of cell phone contracts and purchases.

6XX14 Computer Software

This line represents software licenses, SaaS purchases, data storage and other non-physical information technology expenditures.

6XX15 Computer Hardware

Computer hardware includes laptops, desktops, monitors, and other peripherals. Beginning in FY 2024, these expenditures are budgeted and procured centrally in General Government Administration

6XX16 Event Materials and Equipment

Event materials and equipment are purchases specific to the provision of City and/or community events. District Heights has a strong community event tradition and this line item reflects those purchases.

6XX17 Fees

This line includes license fees, HOA fees, banking fees, and other incidental charges.

6XX86 Vehicle Maintenance

Costs associated with the repair, upkeep, and maintenance of the City’s fleet of vehicles.

6XX87 Fuel

Costs associated with fueling the City’s fleet and gas-powered equipment.

6XX89 Heavy Equipment Maintenance

Costs associated with the repair, upkeep, and maintenance of the City’s heavy vehicles, such as chippers, cement mixers, etc.

Departmental Budget Presentation

The City’s department budgets are presented holistically in this document using “roll-up groups” based on the naming and categorization method described in the section above. Each department will show personnel, operating and maintenance, and capital budgets in a simple table. The table also includes City revenue attributable to the department, allowing the residents, Commissioners, and staff members to see and understand the net budget impact of a given department’s operational and funding decisions. The “net budget impact” is essentially the amount of the total cost for services placed on the City’s dedicated tax revenues. It is important to note that sums in these tables may not total due to rounding. A simplified example is provided below:

	FY 2022 Actual	FY 2023 Projected	FY 2024 Adopted
Expenditures			
Personnel	\$127,438	\$165,835	\$186,896
Operating and Maintenance	47,201	68,235	69,000
Capital	5,002	5,028	5,100
Total Expenditures	\$179,641	\$239,098	\$260,996
Department Revenues	\$26,557	\$34,500	\$34,700
Net Budget Impact	\$153,084	\$204,598	\$226,296

Adopted Budget Proposals

The following narrative and summary table reflect the City Manager’s recommended budget proposals in the form of new budget requests and recommended budget reductions. This section only reflects new, non-existing positions and does not include mid-year positions approved by the City Commission. For example, the conversion of a part-time to full-time code compliance officer is not reflected in this section, however the new request for an additional code compliance officer is.

Code Compliance Officer: Beautification, maintenance, compliance, and resident services have been focuses of both the Mayor and Commission and the Code Enforcement Division of the District Heights Police Department. The FY 2024 Budget includes funding for an additional Code Enforcement Officer to continue progress in this area.

Municipal Building Professional Cleaning Services: The City has recently outsourced the cleaning, purchasing of cleaning supplies, and light building maintenance, which eliminates the need for staff to perform those functions. The positions associated with this activity have been eliminated. Savings associated with the elimination of the positions are budgeted to offset the cost of contractual services.

Support to the Sustainability Committee: During FY 2023, the City established the Sustainability Committee. The Committee’s purpose is to encourage, advocate for, and advise on sustainable practices, initiatives and programs that the City and community could implement. The FY 2024 Budget allocates \$6,000 within the Department of Public Works to support the activities of the Sustainability Committee.

Summary Table

	Personnel	Operating	Total
Code Compliance Officer	\$52,580	\$5,000	\$57,580
Supervisor/Laborer/Crew Lead Conv.	\$7,500	-	\$7,500
Municipal Building Professional Cleaning Services			
Full-time Laborer Elimination	-\$68,419	-\$10,000	-\$78,419
Part-time Laborer Elimination	-\$43,412	-	-\$43,412
Cleaning Contract	-	\$97,000	\$97,000
Net Budget Impact			-\$24,832
Support to Sustainability Committee	-	\$6,000	\$6,000
Net Budget Impact	-\$51,752	\$98,000	\$46,248

Adopted Budget Amendments

The following represents amendments made to the FY 2024 Proposed Budget by the City Commission during the public budget review process.

	Amendment	Revised Budget
Police Department		
Remove line 70801 Capital Equipment and Machinery	-\$11,500	\$0
Add funding for 2% increase to 50801	+\$11,500	\$626,765
Non-departmental		
Reprogram line 50099 from merit increase to base increase.	\$0	\$175,000
Mayor and Commission		

FY 2024 Adopted Budget
City of District Heights, Maryland

Increase line 5310, 5316, 5318, 5339, and 5306 by 5% each.	+\$3,150	\$15,750 Mayor, \$12,600 per Commissioner
Reduce Non-departmental line 60099.	-\$3,150	\$8,215
General Government		
Create new General Government line for nonprofit and civic organization contributions	+\$5,000	\$5,000
Reduce Non-departmental line 60099.	-\$5,000	\$3,215
Parks, Recreation, and Culture		
Increase line 60402 Travel, Training, and Education.	+\$2,100	\$9,600
Reprogram funding from and eliminate line 60404	-\$2,100	\$0
Increase line 60416 from \$80,000 to \$95,000.	+\$15,000	\$95,000
Reprogram and eliminate line 60410 Professional Services.	-\$5,000	\$0
Reprogram \$1,000 from line 60405 Conduct of Business.	-\$1,000	\$500
Reduce Non-departmental line 60099 Addition to fund balance.	-\$2,000	\$1,215
Reduce Non-department line 50097 Employee Awards.	-\$3,000	\$7,000
Reduce General Government line 60205 Conduct of Business.	-\$4,000	\$1,000
Net Budget Impact		\$0

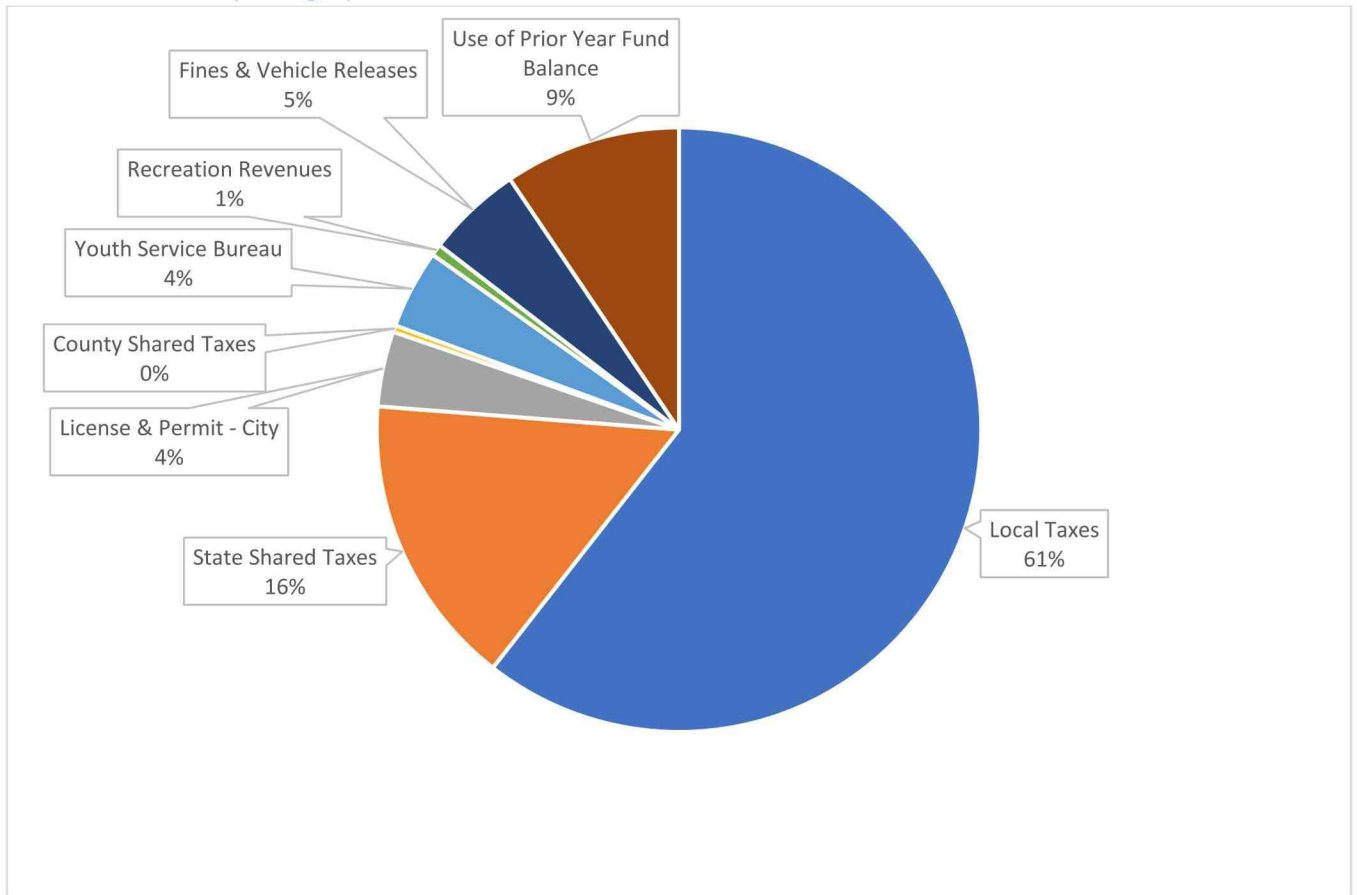
Revenues

	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Projected	FY 2024 Adopted
Local Taxes					
4000 · Real Property Taxes	\$3,335,778	\$3,370,713	\$3,363,805	\$4,008,750	\$3,377,318
4005 · Public Utility Taxes	\$107,438	\$118,368	\$122,236	\$120,394	\$120,000
4010 · Personal Property Taxes	\$13,650	\$43,171	\$34,400	\$31,028	\$30,000
4015 · Penalties & Interest	\$8,367	\$13,048	\$14,893	\$5,133	\$0
Local Taxes	\$3,465,234	\$3,545,300	\$3,535,334	\$4,165,305	\$3,527,318
State Shared Taxes					
4020 · Income Taxes	\$579,291	\$711,439	\$661,097	\$651,545	\$620,000
4022 · Census Grant	\$22,100	\$11,900	\$0	\$0	\$0
4025 · Highway User Revenue	\$204,692	\$222,577	\$241,149	\$203,962	\$289,884
4029 · B-Jag Grant	\$13,805	\$0	\$67,164	\$32,836	\$0
4030 · Police Protection	\$71,645	\$57,101	\$59,560	\$56,776	\$0
4040 · Bank Stock	\$417	\$417	\$417	\$0	\$0
4041 · GOCCP - Police Retention	\$8,700		\$0	\$0	\$0
4045 · Traders License	\$2,125	\$6,064	\$4,131	\$1,241	\$2,500
4050 · Admissions & Amusements	\$1,223	\$1,663	\$1,084	\$243	\$500
State Shared Taxes	\$903,997	\$1,011,161	\$1,034,602	\$946,602	\$912,884
License & Permit - City					
4055 · Cable TV Franchise Fees	\$105,144	\$106,878	\$103,175	\$62,556	\$100,000

FY 2024 Adopted Budget
City of District Heights, Maryland

	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Projected	FY 2024 Adopted
4060 · Cable TV - Capital Equipment	\$65,416	\$66,303	\$64,132	\$38,784	\$63,000
4065 · Rental Permits - Apartments	\$27,665	\$27,665	\$27,665	\$27,665	\$0
4070 · Rental Permits - Residential	\$11,420	\$9,500	\$11,500	\$9,600	\$10,000
4075 · Building Permits	\$16,098	\$25,309	\$55,170	\$35,136	\$30,000
4080 · Business License	\$18,649	\$7,250	\$17,805	\$60,814	\$30,000
4085 · Alarm Registrations	\$100	\$10	\$140	\$80	\$100
4100 · Other	\$372	\$581	\$421	\$767	\$100
4105 · Real Estate Sign Fees	\$560	\$495	\$1,085	\$3,670	\$1,000
License & Permit - City	\$245,424	\$243,992	\$281,093	\$239,072	\$234,200
County Shared Taxes					
4110 · Landfill Rebate	\$20,608	\$20,608	\$20,608	\$20,608	\$20,608
County Shared Taxes	\$20,608	\$20,608	\$20,608	\$20,608	\$20,608
Youth Service Bureau					
4125 · Youth Services Bureau - Grant	\$59,705	\$59,705	\$59,705	\$59,705	\$155,000
4127 · YSB - P.G. Co. Special Grant	\$100,000	\$100,000	\$80,000	\$52,193	\$0
4135 · YSB - Counseling Fees	\$42,347	\$37,252	\$20,940	\$14,161	\$30,000
4138 · MD Ctr./Bowie State University	\$0	\$5,000	\$5,000	\$0	\$0
4141 · YDF Grant	\$10,000	\$10,000	\$10,000	\$0	\$10,000
4142 · Rental Income - YSB	\$40	\$0	\$0	\$0	\$1,000
4143 · YSB - Donations	\$150	\$150	\$250	\$0	\$0
4144 · Crime Prevention Grant-YSB	\$0	\$42,784	\$35,688	\$0	\$0
4240 - State Funding YSB					\$50,000
Youth Service Bureau	\$212,242	\$254,891	\$211,583	\$126,059	\$246,000
Recreation Revenues					
4140 · Summer Playground	\$9,928	\$0	\$921	\$5,533	\$10,000
4145 · Instructor Fees	\$5,865	\$0	\$2,562	\$7,084	\$10,000
4205 · Concessions	\$654	\$110	\$0	\$0	\$1,000
4181 - Facility Rentals					\$15,000
Recreation Revenues	\$16,447	\$110	\$3,483	\$12,617	\$36,000
Fines & Vehicle Releases					
4150 · Fines	\$13,476	\$6,690	\$38,935	\$23,073	\$20,000
4152 · Flagging	\$1,680	\$545	\$0	\$0	\$0
4155 · Vehicle Releases	\$9,300	\$4,650	\$8,845	\$6,833	\$7,500
4196 · Speed Camera	\$244,395	\$185,642	\$194,163	\$224,495	\$270,000
Fines & Vehicle Releases	\$268,851	\$197,527	\$241,943	\$254,402	\$297,500
Use of Fund Balance	\$0	\$0	\$0	\$0	\$550,000
Grants/Other/Misc.	\$178,478	\$3,023,960	\$436,696	\$1,424,488	\$4,100
Total Revenue	\$5,311,281	\$8,297,549	\$5,765,342	\$7,189,153	\$5,828,610

FY 2024 Revenue by Category



	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Projected	FY 2024 Adopted
Local Taxes	\$3,465,234	\$3,545,300	\$3,535,334	\$4,165,305	\$3,527,318
State Shared Taxes	\$903,997	\$1,011,161	\$1,034,602	\$946,602	\$912,884
License & Permit - City	\$245,424	\$243,992	\$281,093	\$239,072	\$234,200
County Shared Taxes	\$20,608	\$20,608	\$20,608	\$20,608	\$20,608
Youth Service Bureau	\$212,242	\$254,891	\$211,583	\$126,059	\$246,000
Recreation Revenues	\$16,447	\$110	\$3,483	\$12,617	\$36,000
Fines & Vehicle Releases	\$268,851	\$197,527	\$241,943	\$254,402	\$297,500
Grants/Other/Misc.	\$178,478	\$3,023,960	\$436,696	\$1,424,488	\$4,100
Use of Prior Year Fund Balance	\$0	\$0	\$0	\$0	\$550,000
Total Revenues	\$5,311,281	\$8,297,549	\$5,765,342	\$7,189,153	\$5,828,610

Expenditures

Historical Expenditures, FY 2020 Actual – FY 2023 Projected

The schedule of expenditures represents the City’s budget in line-item format comparable to that shown in FY 2023 and prior.

	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Projected
General Government				
I - Operating Expense				
5000 · Annexation	\$3,400	\$0	\$0	\$36
5009 · Bad Debt Expense	\$0	\$0	\$11,951	
5005 · Audit	\$14,300	\$14,700	\$15,500	\$18,000
5010 · Cable TV Supplies	\$2,007	\$1,600	\$2,061	\$521
5013 · Cable TV Franchise Negotiations	\$0	\$62	\$248	\$115
5015 · Capital Outlay	\$0	\$4,917	\$14,646	\$6,777
5017 · Census Project	\$21,565	\$13,461	\$0	\$0
5020 · Computer Network	\$19,866	\$25,562	\$26,721	\$39,927
50201 · Salaries - General Government	\$363,322	\$358,886	\$310,540	\$416,244
50202 · P/R Taxes - General Government	\$25,227	\$26,821	\$24,649	\$49,223
5022 · COVID19	\$1,856	\$0	\$0	\$0
5024 · Clerk-Conventions/Dues/Training	\$554	\$730	\$3,548	\$2,000
5025 · Convention/Dues/Training-Staff	\$701	\$707	\$4,570	\$2,265
5026 · City Mgr.Conventions/Dues/Train	\$5,955	\$7,573	\$3,704	\$1,835
5034 · HR Consultant	\$0	\$0	\$3,333	\$38,331
5037 · Elections	\$1,074	\$13,682	\$3,749	\$8,981
5060 · Legal Advertising	\$520	\$360	\$560	\$35
5065 · Legal Counsel	\$28,215	\$27,790	\$67,700	\$45,000
5070 · Lobbyist	\$18,000	\$18,000	\$18,000	\$24,000
5071 · Media Equipment	\$0	\$0	\$0	\$718
5075 · Newsletter/Bulk Mail	\$10,590	\$12,400	\$15,270	\$20,412
5080 · Office Expense	\$16,480	\$20,490	\$24,615	\$30,216
5095 · Postage & Meter	\$3,494	\$3,614	\$5,080	\$4,017
5100 · Professional Memberships	\$7,112	\$6,179	\$5,396	\$9,986
5116 · Professional Fees - Gen Gov	\$0	\$0	\$0	\$40,708
5128 · Website	\$1,181	\$5,787	\$8,605	\$8,000
6600 · Payroll Expenses	\$2,295	\$171	\$0	\$9,722
Total I - Operating Expense	\$547,714	\$563,491	\$570,446	\$797,082
Total II - Revitalization Commercial	\$522,907	\$753,690	\$482,678	\$117,012
IV - Youth Services Bureau				
5171 · Nuts & Cuts	\$16,775	\$16,675	\$15,105	\$0
5260 · Visionary Youth - CDBG	\$300	\$2,000	\$0	\$0
5172 · Delinquency Prevention Grant	\$0	\$27,736	\$26,598	\$0

FY 2024 Adopted Budget
City of District Heights, Maryland

	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Projected
50301 · Salaries - YSB	\$203,472	\$212,016	\$209,193	\$147,534
				\$119
50302 · Payroll Taxes - YSB	\$17,788	\$20,175	\$18,520	
5165 · Client Services	\$11,151	\$2,371	\$8,745	\$0
	\$1,381	\$895	\$1,179	\$822
5170 · Communications				
5180 · Fringe Benefits	\$17,757	\$16,876	-\$2,108	-\$2,929
	\$1,070	\$3,140	\$9,106	\$7,776
5185 · Insurance				
5192 · Marketing	\$37	\$1,254	\$0	\$0
	\$125	\$1,817	\$10,532	\$14,717
5195 · Memberships				
5200 · Office Furniture & Equipment	\$2,172	\$0	\$2,584	\$0
5205 · Ofc Supplies	\$16,404	\$13,266	\$17,889	\$10,965
5210 · Postage	\$49	\$217	\$420	\$88
5220 · Printing & Duplication	\$1,847	\$1,071	\$502	\$156
5240 · Transportation	\$748	\$0	\$805	\$448
5280 · Training	\$4,961	\$7,460	\$5,218	\$6,103
5290 · Utilities - YSB	\$0	\$5,465	\$7,432	\$6,103
5261 · YSB - Expenses - Other	\$0	\$0	\$0	\$67,777
Total 5261 · YSB - Expenses	\$278,961	\$286,024	\$290,017	\$259,186
5268 · MD Ctr./Bowie State University	\$1,586	\$3,330	\$200	\$0
5291 · YSB - Utilities and Maintenance	\$40,943	\$27,067	\$36,027	\$42,082
Total IV - Youth Services Bureau	\$338,565	\$316,421	\$367,947	\$301,268
Total VII - COVID Expenses	\$551	\$288,482	\$0	\$0
Mayor & Commission				
5300 · Salary - Mayor & Commission	\$49,624	\$47,736	\$57,406	\$54,941
5305 · Payroll Taxes - Mayor & Comm.	\$3,813	\$3,580	\$4,544	\$2,938
5306 · Travel and Expenses-Tilghman	\$0	\$0	\$0	\$9,226
5310 · Travel & Expenses - Mayor	\$11,168	\$41	\$0	\$767
5316 · Travel & Expenses - Harcourt	\$0	\$2,002	\$4,851	\$9,200
5318 · Travel & Expenses-G. Gomez	\$0	\$0	\$106	\$10,875
5334 · Travel & Expenses- Blake	\$9,106	\$9,464	\$2,540	\$0
5335 · Travel & Expenses - Medlock	\$12,004	\$11,839	\$14,656	\$0
5336 · Travel & Expenses - C. Miller	\$8,845	\$8,820	\$8,853	\$14,959
5337 · Travel & Expenses - Irving	\$6,787	\$1,999	\$3,346	\$0
5339 · Travel & Expenses-Janifer	\$0	\$0	\$0	\$11,219
5338 · City Vehicle	\$1,574	\$1,632	\$1,500	\$0
5340 · Mayoral Scholarship	\$1,967	\$2,000	\$2,000	\$0
5350 · Employee Awards & Events	\$1,216	\$232	\$214	\$4,767
5341 · Retreat - Mayor and Comm.	\$0	\$0	\$0	\$5,444
Total Mayor & Commission	\$106,105	\$89,344	\$100,017	\$128,639
Municipal Building Expense				
5400 · Building Repairs & Maintenance	\$25,707	\$20,228	\$33,243	\$55,150

FY 2024 Adopted Budget
City of District Heights, Maryland

	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Projected
5402 · Office Imp. & Upgrades	\$0	\$0	\$0	\$1,728
5405 · Capital Outlay - MB	\$12,336	\$2,897	\$20,930	\$0
5445 · Utilities	\$48,581	\$41,476	\$44,490	\$92,977
Total Municipal Building Expense	\$86,624	\$64,601	\$98,663	\$156,735
Non-Departmental				
5012 · Cable TV - INET	\$14,823	\$11,741	\$8,782	\$7,554
5030 · Copier	\$1,215	\$435	\$421	\$1,766
5040 · Insurance - General	\$60,040	\$61,896	\$62,737	\$91,901
5045 · Insurance - Hospital	\$208,596	\$200,875	\$191,368	\$149,178
5050 · Insurance - Life	\$6,290	\$6,870	\$7,232	\$4,576
5055 · Insurance - Workers Comp.	\$195,878	\$140,068	\$156,978	\$28,652
5110 · Retirement - State	\$279,294	\$297,977	\$264,845	\$282,986
5125 · Unemployment Costs	\$3,506	\$2,996	\$11,028	\$2,214
Total Non-Departmental	\$769,642	\$722,858	\$703,391	\$561,273
Public Safety				
Code Enforcement				
50501 · Salaries - Code Enforcement	\$92,349	\$128,928	\$145,002	\$148,962
50502 · P/R Taxes - Code Enforcement	\$6,958	\$9,706	\$11,592	\$7,975
5900 · Convention & Dues	\$489	\$60	\$2,538	\$2,140
5905 · Gas	\$190	\$444	\$429	\$442
5910 · Supplies	\$2,529	\$2,699	\$2,048	\$3,475
5915 · Vehicle Maintenance	\$459	\$2,056	\$1,363	\$1,795
Total Code Enforcement	\$102,975	\$143,893	\$162,971	\$164,789
50801 · Salaries - Police	\$549,588	\$487,232	\$477,836	\$446,702
5505 · Aircards - Verizon	\$4,679	\$3,841	\$3,841	\$2,134
5508 · B-JAG Grant	\$13,805	\$0	\$0	\$14,660
5510 · Capital Outlay - Police	\$51,420	\$30,647	\$75,070	\$1,467
5515 · Communications	\$2,842	\$2,528	\$2,528	\$351
5530 · Convention & Dues	\$2,214	\$213	\$805	\$4,473
5534 · Flagging (Passport Labs)	\$6,576	\$4,838	\$29,497	\$667
5540 · Gas	\$30,459	\$24,954	\$1,209	\$7,057
5545 · Medical Exams	\$2,664	\$4,095	\$7,492	\$6,468
5550 · Night Out	\$5,624	\$2,551	\$14,106	\$14,503
5555 · Office & Printing	\$6,888	\$11,264	\$38,212	\$14,854
5565 · Payroll Taxes - Police	\$41,087	\$39,403	\$3,100	\$21,209
5570 · Police Equipment	\$7,362	\$8,311	\$68,435	\$46,167
5573 · Police Promotional	\$0	\$0	\$0	\$567
5575 · Publications & Subscriptions	\$0	\$0	\$0	\$3,264
5590 · Training	\$4,198	\$2,577	\$2,258	\$7,195
5596 · Uniforms & Cleaning	\$6,085	\$5,713	\$11,021	\$18,256

FY 2024 Adopted Budget
City of District Heights, Maryland

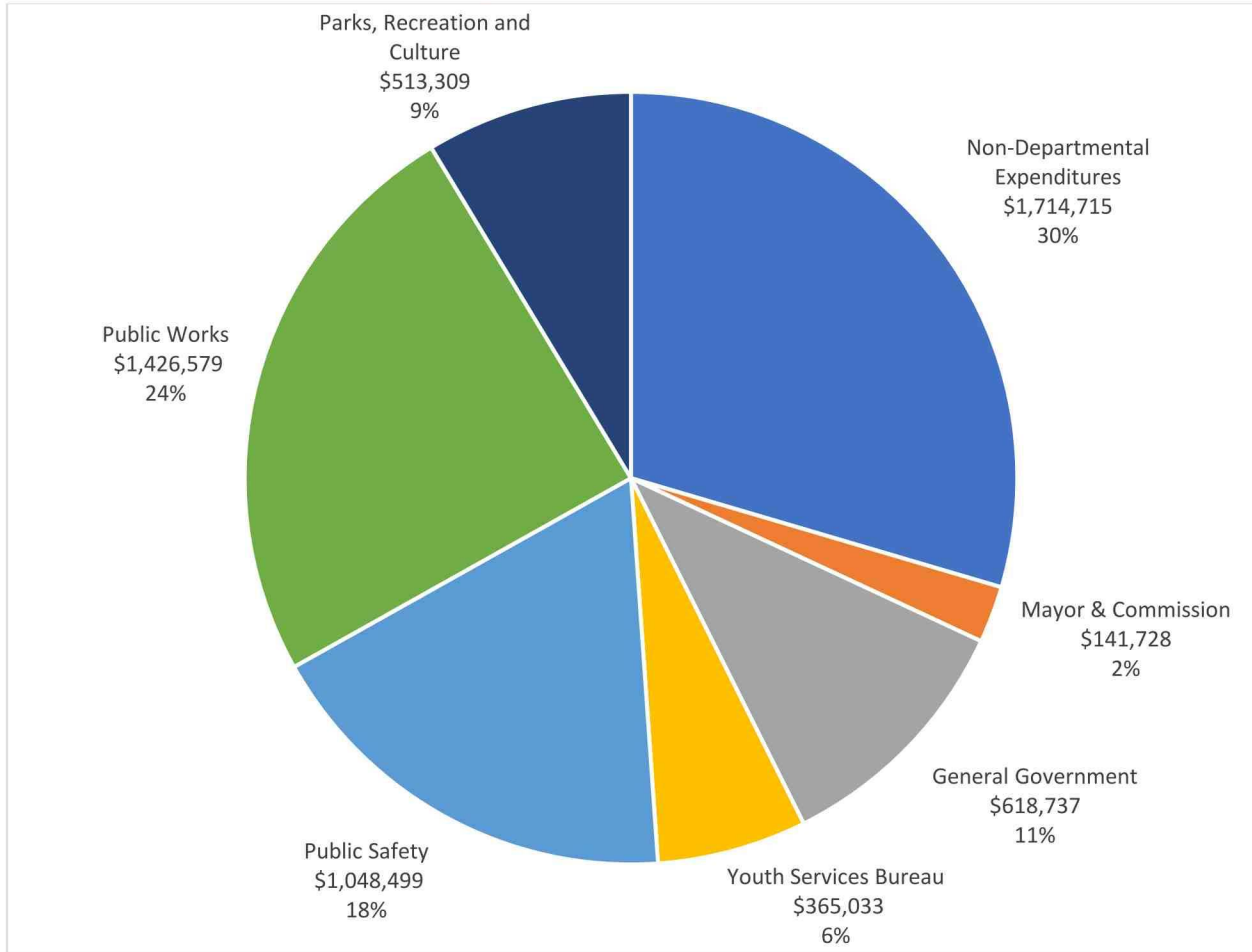
	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Projected
5598 · Vehicle Maintenance	\$18,138	\$24,887	\$19,287	\$17,846
Total Public Safety	\$856,603	\$796,947	\$917,667	\$792,629
Public Works				
III - Senior Van				
5150 · Payroll Taxes - Transit	\$2,906	\$2,930	\$3,142	\$460
5155 · Salaries - Transit	\$38,316	\$38,452	\$39,770	\$10,646
5160 · Transit Costs - Senior Van	\$10,601	\$7,469	\$15,299	\$1,169
Total III - Senior Van	\$51,823	\$48,851	\$58,211	\$12,276
5410 · Custodial Supplies	\$6,198	\$4,914	\$4,974	\$4,406
5420 · Mechanical Contract	\$6,798	\$5,665	\$7,795	\$5,397
5425 · Payroll Taxes - MB	\$7,241	\$5,744	\$4,718	\$2,939
5430 · Salaries - MB	\$102,307	\$77,233	\$61,152	\$57,832
5435 · Field Maintenance	\$13,216	\$0	\$0	\$1,920
5605 · Capital Outlay	\$15,273	\$36,016	\$86,778	\$60,652
5610 · Convention & Dues	\$307	\$0	\$0	\$100
5620 · Gas	\$20,923	\$20,331	\$30,757	\$23,596
5625 · Homeowners Fees	\$5,760	\$5,940	\$6,120	\$8,160
5630 · Insect Control	\$1,011	\$933	\$1,198	\$908
5635 · Landscaping	\$152	\$776	\$574	\$584
5640 · Leaf Disposal	\$3,042	\$1,974	\$283	\$93
5645 · Payroll Taxes - PW	\$41,234	\$47,666	\$52,341	\$33,049
5650 · Refuse Removal	\$330,200	\$330,261	\$352,907	\$375,855
5655 · Supplies & Materials	\$19,703	\$19,070	\$22,415	\$18,409
5660 · Salaries - Public Works	\$567,111	\$609,784	\$677,468	\$616,967
5667 · Salt	\$553	\$4,596	\$6,600	\$0
5670 · Signs & Paint	\$4,058	\$3,652	\$7,689	\$8,949
5675 · Street Lights	\$76,383	\$74,533	\$78,208	\$76,641
5683 · Street Work	\$64,761	\$19,906	\$4,870	\$0
5686 · Tipping Fees	\$8,072	\$8,192	\$12,793	\$10,403
5689 · Tree Service	\$20,025	\$20,575	\$18,475	\$10,975
5692 · Uniforms	\$9,240	\$9,000	\$9,470	\$9,881
5695 · Vehicle & Equipment	\$36,722	\$29,767	\$41,540	\$40,969
Total Public Works	\$1,412,113	\$1,385,379	\$1,547,338	\$1,393,237
Recreation				
I. Operating Expense				
5700 - Capital Outlay	\$0	\$0	\$7,705	\$0
5705 · Convention & Dues	\$5,431	\$400	\$2,242	\$7,288
5710 · Copier	\$3,487	\$3,832	\$6,437	\$3,747
5715 · Instructor Expense	\$4,955	\$0	\$3,028	\$8,528
5717 · Marketing	\$7,928	\$7,896	\$10,024	\$4,248
5720 · Office Expense	\$5,278	\$4,972	\$3,916	\$2,695

FY 2024 Adopted Budget
City of District Heights, Maryland

	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Projected
5725 · Payroll taxes - Recreation	\$19,613	\$16,510	\$18,079	\$12,744
5730 · Recreation Expenses	\$9,926	\$9,148	\$8,260	\$7,105
5735 · Salaries - Camp	\$8,673	\$0	\$4,239	\$9,858
5740 · Salaries - Recreation	\$250,196	\$223,674	\$231,608	\$224,753
5743 · Security System	\$2,440	\$2,265	\$90	\$0
5745 · Summer Camp	\$20,071	\$0	\$2,149	\$4,883
5747 · Technology & Equipment	\$452	\$446	\$210	\$0
5750 · Uniforms	\$899	\$950	\$364	\$500
Total I. Operating Expense	\$339,349	\$270,092	\$298,351	\$286,348
II. Cultural				
5800 · Christmas	\$3,465	\$2,354	\$2,879	\$5,989
5810 · District Heights Day	\$9,878	\$7,086	\$9,827	\$9,985
5815 · Easter	\$1,531	\$1,460	\$2,310	\$1,342
5820 · Fourth of July	\$4,297	\$0	\$0	\$10,000
5830 · Halloween	\$3,667	\$2,439	\$1,903	\$2,261
5835 · Mother/Daughter Breakfast	\$0	\$1,953	\$1,268	\$593
5845 · Thanksgiving	\$6,913	\$4,382	\$4,379	\$6,668
5849 · Veteran's Celebration	\$0	\$4,734	\$27	\$107
5847 · Valentine's Day	\$1,852	\$0	\$0	\$1,684
5848 · Youth Center	\$847	\$0	\$986	\$0
5850 · Father/Son Benefit	\$0	\$1,308	\$888	\$192
5855 · Black History Month Celebration	\$1,918	\$1,850	\$1,437	\$1,021
Total II. Cultural	\$34,369	\$27,565	\$25,904	\$39,843
III. Community Outreach & Prog				
5008 · Youth Enrichment Activities	\$1,621	\$4,875	\$312	\$0
5023 · Holiday Tree Lighting	\$0	\$0	\$0	\$1,065
5027 · Community Garden	\$419	\$1,284	\$3,993	\$1,368
5803 · Childrens Art Tap, Craft, Pageant	\$1,922	\$1,999	\$1,934	\$0
5804 · City Children's Theatre	\$5,101	\$5,388	\$4,030	\$0
5806 · Fiesta Place Project	\$0	\$0	\$1,700	\$0
5805 · Bill Pickett Rodeo	\$1,437	\$0	\$0	\$0
5808 · Mayors Youth Council	-\$45	\$0	\$300	\$0
5811 · North Forestville Elementary	\$400	\$0	\$0	\$400
5812 · District Heights Elementary	\$1,195	\$705	\$161	\$400
5838 · Senior Programs	\$4,467	\$0	\$822	\$0
6100 · City Photographer	\$450	\$0	\$0	\$0
Total III. Community Outreach & Prog	\$16,967	\$14,251	\$13,252	\$3,234
Total Recreation	\$390,685	\$311,909	\$337,507	\$329,425

FY 2024 Expenditures

Overview of Expenditures – Operating Expenditures by Department



Department	Departmental Total
Non-Departmental Expenditures	\$1,714,715
Mayor & Commission	\$141,728
General Government	\$618,737
Youth Services Bureau	\$365,033
Public Safety	\$1,048,499
Public Works	\$1,426,579
Parks, Recreation and Culture	\$513,309
Total Operating Budget	\$5,828,600

Office of the Mayor, Vice Mayor, and City Commission

The budget for the Mayor and City Commission is comprised of salaries and payroll taxes for the City’s elected officials, which are \$10,000 for each of the four Commission members and \$14,400 for the Mayor. The operating and maintenance budget accounts for travel, training, and education budgets for the Mayor and each Commission member.

	FY 2022 Actual	FY 2023 Projected	FY 2024 Adopted
Expenditures			
Personnel	\$61,950	\$57,879	\$65,578
Operating and Maintenance	38,067	\$66,457	\$76,150
Total Expenditures	\$100,017	\$128,639	\$141,728

Mayor and Commission

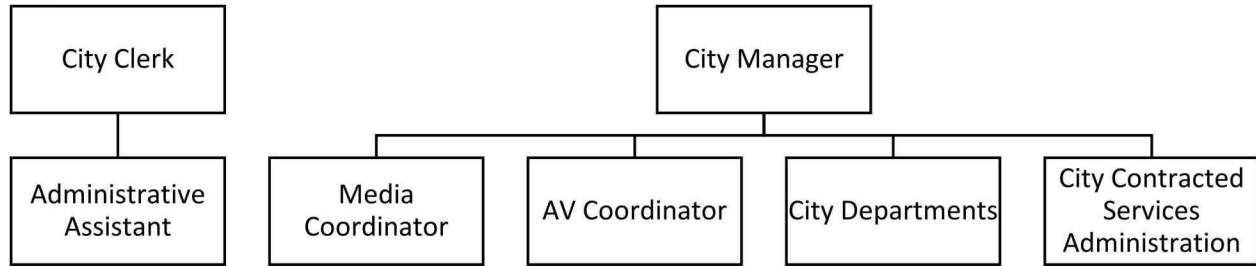
50101 · Salaries - Mayor & Commission	\$57,600
50102 · P/R Taxes - Mayor & Commission	\$7,978
The line items above are the annual salaries and payroll costs for each of the City’s five elected officials.	
5310 · Travel & Expenses – Mayor Miller	\$15,750
5316 · Travel & Expenses – Vice Mayor Harcourt	\$12,600
5318 · Travel & Expenses - Commissioner Gomez	\$12,600
5339 · Travel & Expenses – Commissioner Janifer	\$12,600
5306 · Travel & Expenses – Commissioner Tilghman	\$12,600
The line items above are the Mayor and Commissioner’s individual line-items. These are generally used for travel and registration for conferences such as the National League of Cities or the Maryland Municipal League	
60199 - Scholarship	\$2,000
60116 · Event Materials and Equipment	\$8,000
This line is new for FY 2024 and recognizes the important value that Commission-sponsored events bring to the City. These events are usually ceremonial or celebratory in nature and recognize the achievements, needs, and residents of the City.	
Total Mayor & Commission	\$141,728

General Government Administration

General Government is responsible for the daily operations of government in addition to the administrative support of the City Commission, public meetings, and provides direct, informational support to residents. General government currently consists of the Office of the City Clerk and the Office of the City Manager, who work collaboratively to support the residents, Commission, and organization.

General Government Administration supports the Board of Supervisors of Elections, the Veteran’s Committee, the Ethics Committee, among others. Funding for these committees are built into the General Government Administration operating budget.

Org. Chart



Office of the City Manager

The Office of the City Manager is the chief administrative officer of the City and is responsible for the daily management and supervision of City operations. The City Manager is directly accountable to the Mayor and Commission to provide leadership and strategic direction to departments in alignment with Commission direction and the Commission’s strategic plan. The City Manager oversees the implementation of City policies and regulations and is responsible for the regular reporting to the Commission on progress through its initiatives, policies, and programs.

Office of the City Clerk

The City Clerk’s Office maintains the official records of the City, provides administrative support to the Mayor and Council, and serves as the general point of contact for the public. The City Clerk ensures that all Commission activities are in accordance with the laws of the State of Maryland, the City Code and Charter of the City of District Heights, and documents those actions accordingly. The City Clerk is the City’s records custodian and the point of contact for Maryland Public Information Act requests.

FY 2024 Budget Summary

	FY 2022 Actual	FY 2023 Projected	FY 2024 Adopted
Expenditures			
Personnel	\$335,189	\$465,467	\$355,747
Operating and Maintenance	\$235,257	\$311,602	\$263,990
Total Expenditures	\$570,446	\$797,082	\$618,737

General Government Administration Expenditures

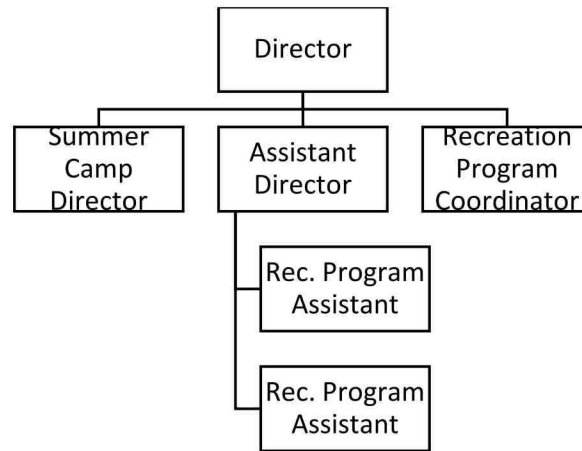
50201 · Salaries - General Government	\$312,470
50202 · P/R Taxes - General Government	\$43,277
60201 · Association and Membership	\$8,500
60202 · Travel, Training and Education	\$15,000
60203 · Office Supplies	\$10,000
60204 · Postage Mailing and Bulk Mail	\$14,500
60205 · Conduct of Business	\$1,000
60206 · Printing	\$5,000
60207 · Materials and Supplies	\$1,500
60208 · Marketing and Advertising	\$5,000
60209 · Contractual Services	\$75,000

60210 · Professional Services	\$75,000
60211 · Publications and Books	\$1,500
60213 · Cell Phones	\$20,000
60214 · Computer Software	\$15,000
60215 · Computer Hardware	\$15,000
60217 · Fees	\$1,990
Total General Government Administration	\$618,737

Parks, Recreation, and Culture

The Department of Parks, Recreation, and Culture is responsible for the recreational programming of City facilities. The mission of the Recreation, Parks and Culture Department is to provide comprehensive recreational programs that must meet the needs of a diverse and changing community. The department provides opportunities which reflect the recreation interests of all District Heights residents. Recreation opportunities within the financial ability of all people. Recreation programs for residents with varying degrees of skills and programs for progressive advancement. Occasions for citizens to become involved in recreational planning and to assist in implementing programs.

Org. Chart



FY 2024 Budget Summary

	FY 2022 Actual	FY 2023 Projected	FY 2024 Adopted
Expenditures			
Personnel	\$253,926	\$247,355	\$321,609
Operating and Maintenance	\$83,581	\$82,070	\$191,700
Total Expenditures	\$337,507	\$329,425	\$513,309
Departmental Revenue	\$3,483	\$12,617	\$36,000
Net Budget Impact	\$334,024	\$316,809	\$477,309

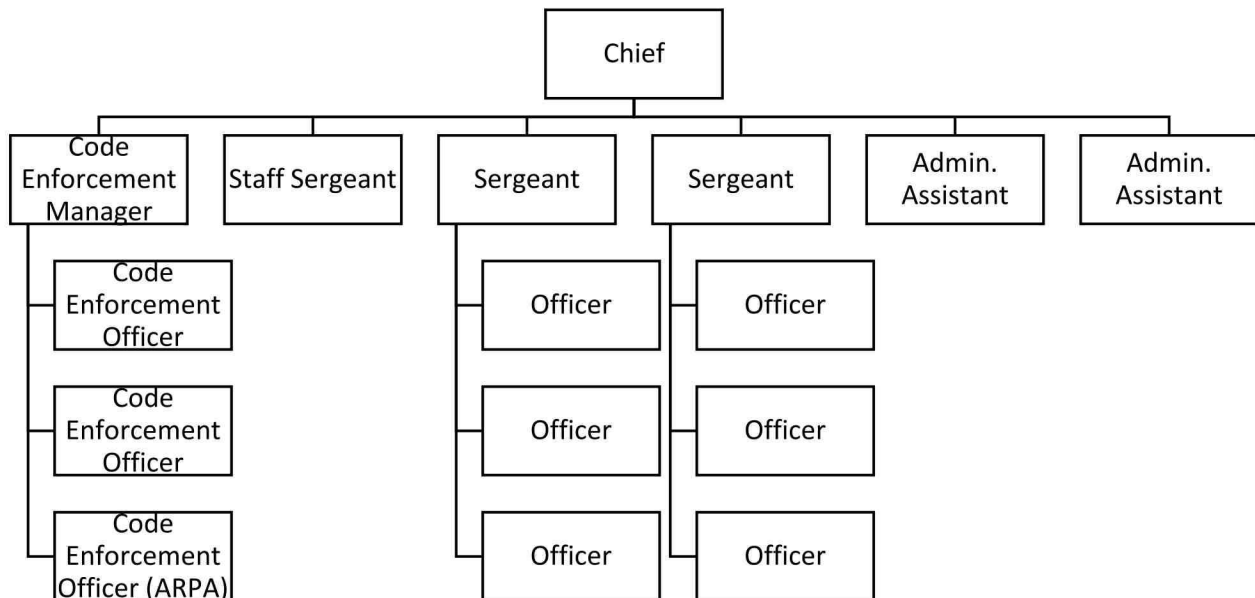
Parks, Recreation, and Culture Expenditures

50401 · Salaries - Park & Recreation	\$283,701
50402 · P/R Taxes - Park & Recreation	\$37,908
60401 · Association and Membership Dues	\$5,000
60402 · Travel Training and Education	\$9,600
60403 · Office Supplies	\$2,900
60405 · Conduct of Business	\$500
60406 · Printing	\$3,700
60407 · Materials and Supplies	\$30,000
60408 · Marketing and Advertising	\$7,000
60409 · Contractual Services	\$38,000
60416 · Event Materials and Equipment	\$95,000
Total Parks Recreation and Culture	\$513,309

Public Safety – Police and Code Enforcement

The District Heights Police Department (DHPD) is the primary law enforcement agency for the City of District Heights. An agreement exists with Prince George’s County Police Department and the Prince George’s County Sheriff’s Office that outlines mutual aid assistance. Assistance is also provided by neighboring municipal agencies. The City of District Heights Police Department also has oversight of the City’s Code Enforcement program. The Code Enforcement program encompasses a number of service areas, including trash, grass, permit and license issuance, housing inspections for apartment and rental homes, and junk vehicles.

Org. Chart



FY 2024 Budget Summary

	FY 2022 Actual	FY 2023 Projected	FY 2024 Adopted
Expenditures			
Personnel	\$637,530	\$624,848	\$885,949
Operating and Maintenance	\$205,069	\$166,314	\$162,550
Capital	\$75,070	\$1,467	\$0
Total Expenditures	\$917,667	\$792,629	\$1,048,499
Departmental Revenue	\$241,943	\$254,402	\$297,500
Net Budget Impact	\$675,724	\$538,227	\$750,999

Public Safety - Police Department Expenditures

50801 · Salaries - Police	\$626,765
50802 · P/R Taxes - Police	\$85,214
60801 · Association and Membership Dues	\$4,500
60802 · Travel Training and Education	\$7,000
60803 · Office Supplies	\$5,900
60804 · Postage Mailing and Bulk Mail	\$750
60805 · Conduct of Business	\$3,000
60806 · Printing	\$4,400
60807 · Materials and Supplies	\$32,800
60808 · Marketing and Advertising	\$500
60809 · Contractual Services	\$10,000
60810 · Professional Services	\$10,000
60811 · Publications and Books	\$2,400
60812 · Clothing and Uniforms	\$17,500
60816 · Event Materials and Equipment	\$11,800
60886 · Vehicle Maintenance	\$15,800
60887 · Fuel	\$20,200
Subtotal - Police Department	\$858,529

Public Safety - Code Enforcement Expenditures

50501 · Salaries - Code Enforcement	\$152,806
50502 · P/R Taxes - Code Enforcement	\$21,164
60501 · Association and Membership Dues	\$1,100
60502 · Travel Training and Education	\$2,700
60503 · Office Supplies	\$3,600
60504 · Postage Mailing and Bulk Mail	\$4,000
60507 · Materials and Supplies	\$2,600
60587 · Fuel	\$2,000
Subtotal - Code Enforcement	\$189,970

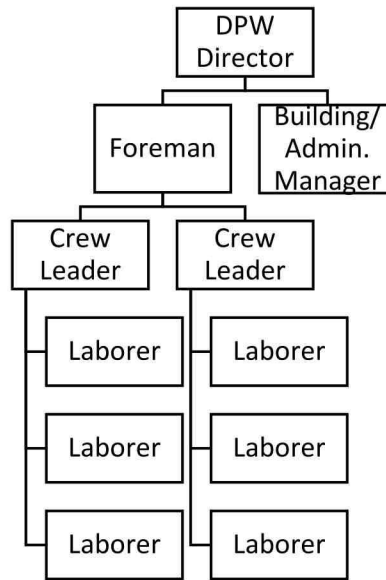
Total - Public Safety **\$1,048,499**

Public Works

The Department of Public Works is responsible for liaising with the City’s solid waste management contractor, maintaining City streets, sidewalks, and parking lots, maintain the City’s buildings and grounds, maintaining the City’s fleet, managing leaf, yard waste, and other regular/seasonal collections, managing the City’s tree/limb program, and signage.

The Department of Public Works supports the work of the Sustainability Committee. \$6,000 has been allocated to the department’s operating budget to facilitate the work of the committee.

Org. Chart



FY 2024 Budget Summary

	FY 2022 Actual	FY 2023 Projected	FY 2024 Adopted
Expenditures			
Personnel	\$838,591	\$721,893	\$683,539
Operating and Maintenance	\$699,700	\$746,542	\$692,240
Capital	\$107,708	\$60,652	\$50,800
Total Expenditures	\$1,645,999	\$1,529,087	\$1,426,579

Public Works Expenditures

50701 · Salaries - Public Works	\$600,386
50702 · P/R Taxes - Public Works	\$83,153
60701 · Association and Membership Dues	\$2,500
60702 · Travel Training and Education	\$7,700
60703 · Office Supplies	\$1,500
60704 · Postage Mailing and Bulk Mail	\$1,500
60705 · Conduct of Business	\$1,500

60707 · Materials and Supplies	\$90,500
60709 · Contractual Services	\$475,000
60710 · Professional Services	\$7,500
60712 · Clothing and Uniforms	\$9,000
60717 · Fees	\$21,120
60786 · Vehicle Maintenance	\$10,700
60787 · Fuel	\$15,700
60788 · Facility Maintenance	\$37,520
60789 · Heavy Equipment Maintenance	\$10,500
70701 · Equipment and Machinery	\$20,400
70703 · Facility Improvements	\$30,400
Total Public Works	\$1,426,579

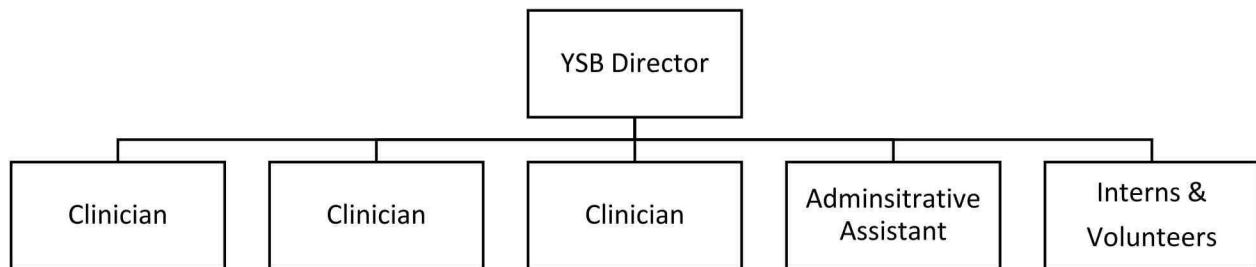
Youth Services Bureau

The Youth Services Bureau (YSB) provides clinical services to children and families through individual, group and family mental behavioral health counseling services to the residents of District Heights and Prince George’s County at-large. The YSB also provides ancillary programs beyond counseling – Parent support groups, socio-emotional groups; internship training site for graduate masters and doctoral level students to obtain practical field experience hours to fulfill degree requirements.

The YSB hosts information tables at City and local community events to provide information regarding mental/behavioral health services within the community and the county and acts as a community resource for referral services – psychologists, psychiatrists, substance abuse services and access to community resources – food banks, supportive programs and positive community engagement.

The YSB partners with Prince George’s County Schools providing psychoeducation, anger management and other mental/behavioral health supports within the school and is one of five youth service bureaus within the county partnering with community organizations – Department of Health, Department of Family Services and The Maryland Center at Bowie State University.

Org. Chart



FY 2024 Budget Summary

	FY 2022 Actual	FY 2023 Projected	FY 2024 Adopted
Expenditures			
Personnel	\$227,713	\$147,653	\$293,733
Operating and Maintenance	\$140,234	\$154,108	\$71,300
Total Expenditures	\$367,947	\$301,268	\$365,033
Revenues	\$211,583	\$126,059	\$246,000
Net Budget Impact	\$156,364	\$175,209	\$119,033

Youth Services Bureau Expenditures

50301 · Salaries - YSB	\$258,000
50302 · Payroll Taxes - YSB	\$35,733
60301 · Association and Membership Dues	\$5,000
60302 · Travel Training and Education	\$10,800
60303 · Office Supplies	\$4,500
60304 · Postage Mailing and Bulk Mail	\$1,000
60305 · Conduct of Business	\$5,000
60306 · Printing	\$4,000
60307 · Materials and Supplies	\$17,000
60308 · Marketing and Advertising	\$2,000
60309 · Contractual Services	\$17,000
60310 · Professional Services	\$5,000
Total - Youth Services Bureau	\$365,033

Non-Departmental Expenditures

Summary

Non-departmental expenditures are centralized, organization-wide expenditures that do not have a direct correlation to a given department’s operating budget. The table below describes the budget for non-departmental expenditures and provides explanation as to what each budget is dedicated to.

Adopted Budget

Non-Departmental Expenditures

50003 · Health Insurance 220,000

This line item is the central budget for the employer portion of organization-wide employee health insurance costs.

50004 · Retirement Contributions 270,000

This line item is the central budget for organization-wide employee retirement contributions.

50005 · Life Insurance 7,500

This line item is the central budget for the employer portion of employee life insurance costs.

FY 2024 Adopted Budget
City of District Heights, Maryland

50097 · Employee Awards	7,000
Employee awards and recognition events, bonuses, and other incentives are centrally budgeted in this line item.	
50098 · COLA Increase	175,000
This line item is the central budget for the 5 percent cost of living adjustment.	
50099 · Salary Adjustment	175,000
This line item will be used to accelerate salary adjustments for staff organization-wide.	
60018 · Insurance	150,000
This line item is the centralized line for insurance coverages that the City must hold.	
60079 · Building Utilities	115,000
Beginning in FY 2024, payments to utilities such as Comcast, Verizon, Pepco, WGL Energy, etc. will be budgeted centrally. These expenses are generally already paid centrally.	
60080 · Contributions to Local Non-profits and Civic Organizations	5,000
This line item includes donations to 501(c)3 organizations and similar institutions that provide a public benefit or service to residents.	
70010 – Building Renovations	50,000
The central budget for building renovations.	
60096 · Annual Audit	25,000
This line item is the central budget for the City’s contracted annual audit.	
60097 · Legal Counsel	40,000
This line item is the central budget for the City’s contractual legal counsel.	
60098 · Lobbyist	24,000
This line item is the central budget for the City’s lobbying and grants assistance firm.	
60099 · Addition to Fund Balance	1,215
This line adds to the City’s balance of funds and is used as a balancing tool.	
80001- Debt Service	450,000
This line represents the central budget for the City’s debt service payments.	
Total Non-Departmental	\$1,714,715

FY 2024 ARPA Expenditures

FY 2024 ARPA expenditures are comprised of a combination of planned FY 2024 projects and rollover of FY 2023. The District Height Senior Center operating expenditures are currently funded with ARPA funds.

Funding	FY 2024 Adopted
Remaining Allocation	\$4,110,026
Project	FY 2024 Adopted
6321 · Code Enforcement Office - ARPA	\$32,500
6326 · Community Garden - DHES - ARPA	\$10,000
6328 · Consultant Fees - ARP	\$15,000
6329 · Fiesta Garden - ARP	\$325,000
6330 · Employee Pay Parity Review and Implementation	\$500,000
6335 · Food Distribution - ARPA	\$30,000
6338 · Playground Equip Replace ARPA	\$291,600
6344 · Psychotherapy Supplies YSB ARP	\$7,338
6345 · Police Vehicles - ARP	\$165,000

FY 2024 Adopted Budget
City of District Heights, Maryland

6347 · Premium Pay-ARPA	\$150,660
6349 · Senior Center Operating Cost	\$250,000
6351 · Utility Assistance - ARPA	\$96,250
6353 · Therapist - YSB - ARPA	\$86,112
6354 · Shed - Recreation - ARPA	\$4,486
6356 · Youth Programs - Rec - ARPA	\$10,000
6361 · Street & Sidewalks - ARPA	\$384,619
6362 · Streets Asphalt/Concrete - ARPA	\$384,619
6364 · Renovate Bathroom Const. - ARPA	\$250,000
6365 · ARPA Projects Future Fiscal Years	\$1,116,842
Total – ARPA Projects	\$4,110,026

FY 2024 Construction and Capital Expenditures

Capital Projects	FY 20204 Adopted
District Heights Senior Center	
Senior Center Construction - Remaining Funding	\$ 394,716
Senior Center Construction	\$ 394,716
Municipal Building	
Municipal Building - State Funding	\$ 200,000
Municipal Building Construction	\$ 200,000
Total – Capital Projects	\$ 594,716

Prior Year Capital Expenditures – Senior Center Construction

Senior Center Construction	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Projected
5950 · Architect Fees - Sr. Center	\$13,949	\$25,967	\$35,282	\$38,668
5951 · Permit Fees - Sr. Center	\$16,388	-	\$6,099	-
5952 · Miscellaneous Costs - Sr. Ctr.	\$27,371	\$30,785	\$21,045	-\$1,712
5953 · Construction Managers	\$22,656	\$109,546	\$103,830	\$106,900
5954 · Construction Managers - Reimb.	\$476	-	-	\$17,809
5955 · TPIP Fees	\$1,060	\$44,081	\$37,835	\$756,075
5956 · Contractor - D&A Contractors	-	\$1,140,531	\$2,452,125	\$20,860
5979 · Bond Issuance Costs 2020	-	\$50,732	-	\$147,879
5980 · Commissioning Services	-	\$2,998	-	\$17,217
5957 · Low Voltage Wiring	-	-	\$15,450	\$2,753
Total Senior Center Construction	\$81,900	\$1,404,640	\$2,671,665	\$1,106,449

Budget Ordinance

City of District Heights, Maryland

Ordinance Number DH 2023 - 02

FY 2024 Budget

AN ORDINANCE of the City of District Heights, Maryland, to establish a budget for the city of District Heights for the fiscal year beginning July 1, 2023, and ending June 30, 2024.

BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF DISTRICT HEIGHTS, MARYLAND.

Section 1. That pursuant to the power and authority vested in the City Commission by Article 23, Section 2(b) of the Annotated Code of Maryland and Sections 605 and 606 of the Charter of the City of District Heights, a budget as attached hereto and made a part hereof, and known as the annual budget of the City of District Heights for the Fiscal Year beginning July 1, 2023 and fully ending June 30, 2023 be and the same is hereby enacted.

Section 2. That this Ordinance shall take effect at 12:01 AM on July 1, 2023.

Introduced: May 4, 2023

Adopted: June 1, 2023

Mayor Cynthia Miller



Commissioner Anthony Tilghman - Ward 1



Vice Mayor/Commissioner Xander Harcourt - Ward 1



Commissioner Pamela Janifer - Ward 2



Commissioner Gyasi Gomez - Ward 2

