

TOWN OF FOREST HEIGHTS

TOWN MEETING

Wednesday, April 20, 2022
8:00 pm
Municipal Building

Agenda

- I. Call to Order
- II. Roll Call
- III. Moment of Silence
- IV. Pledge of Allegiance to the Flag of the United States of America
- V. Approval of Agenda
 - a. Minutes from April 4, 2022
- VI. Public Period (limit 2 minutes)
- VII. Chief Swann 10min Presentation on renaming Indian Head Highway
- VIII. Legislation
 - a. Resolution 17-22 A Resolution approving a Purchase and Service Agreement with diligent to acquire BoardsDocs® Software regarding electronic meeting agendas and record retention to be administered by the Forest Heights Clerks Office
 - b. Resolution 18-22 A Resolution to approve a sub-recipient agreement between the Town and the Greater Oxon Hill Community Development Corporation for use of American Rescue Plan Act Funds
 - c. Resolution 19-22 A Resolution to authorize the acceptance of a grant from the Local Government Insurance Trust for Body Cameras for the Town of Forest Heights Police Department
 - d. Resolution 20-22 A Resolution to deadline and/or sell or otherwise dispose of Surplus Police Vehicles
 - e. Resolution 22-22 A Resolution to set forth and establish the Town's real property Tax Rate for Fiscal Year 2023
 - f. Resolution 23-22 A Resolution to establish a renewable Energy Goal for the Municipal Government of the Town of Forest Heights
 - g. Resolution 25-22 A Resolution to allow advance Salary Payment for the Mayor and Town Councilmembers.
 - h. Resolution 26-22 A resolution of the Town Council of Forest Heights, Maryland to approve a Memorandum of Understanding with the United States Marshals

TOWN OF FOREST HEIGHTS

TOWN MEETING

Service Fugitive Task Force for non-federal Agencies and authorizing the Chief of Police to sign the memorandum of understanding on behalf of the Town.

- i. Emergency Ordinance 02-22 An Emergency Ordinance of the Mayor and Council of the Town of Forest Heights, Maryland to Amend the Fiscal year 2022 Budget.

IX. New Business

X. Closed Session

XI. Adjournment

**Town of Forest Heights
Work Session- 7:30 PM
Monday, April 4, 2022
Meeting Minutes**

Call to Order: 7:30 PM

Roll Call: CW Noble, CW Barnes and Mayor Washington present. CW Hine, CM Atkinson and CM Lilly was not present; quorum established.

Moment of Silence:

Pledge of Allegiance:

Approval of Agenda and Meeting Minutes from March 18, 2022, Motion by Mayor Washington to approve the agenda and minutes; seconded by CM Kennedy II; all in favor; motion passed.

Staff Reports: Can be picked up from the Clerk's office or viewed on the Town website.

Ward Reports

Mayor's Report: The mayor mentioned that he attended the Maryland Mayors Association 2022 conference in Annapolis, where he was able to secure the assistance of a few seasoned mentors. He's had lengthy discussions with the governor, as well as many others in the Maryland State House, Delegates, and Senate. He believes he has made some connections and is looking forward to putting some of the notions into action.

Public Period: None

Legislation

Resolution 16-22 A resolution authorizing the acceptance of a grant awarded from the United States Department of Justice Office of Community Oriented Policing Services (COPS) in the amount of \$864,000 over a 3-year period through the COPS hiring program of 4 police officers. motion by Mayor Washington to waive the full reading; seconded by CM Kennedy, II; all in favor; motion passed, discussion:

Mayor stated that the COPS Hiring Program is a competitive grant program designed to provide funding directly to law enforcement agencies to hire additional career law enforcement officers in an effort to increase their community policing capacity and crime prevention efforts.

CM Noble stated that the program is a three-year program that has started or will start with the conjunction of the budget.

Chief Rease stated that they had already hired two officers out of the funds and were in the process of hiring two more.

Resolution 17-22 A Resolution approving a Purchase and Service Agreement with diligent to acquire BoardsDocs@ Software regarding electronic meeting agendas and record retention to be administered by the Forest Heights Clerks Office. motion by Mayor Washington to waive the full reading; seconded by CM Kennedy, II; all in favor; discussion; Mr. O'Connor explain with BoardDocs is with a cloud-based software for municipalities. BoardDocs can significantly improve the way the clerk create and manage meeting packets and access information. Some of the features include meeting agenda management, policy management, document management, and voting. The meeting agenda feature allows users to create agendas, designate current meetings, access meeting minutes, add future meetings to the calendar, track changes, approvals, and submittals, and prepare meeting documents.

CM Noble, state that the cost was \$8000, is there a monthly fee associated with this service.

Mr. O'Connor noted that there is no monthly fee, but that this program does require training.

Resolution 18-22 A Resolution to approve a sub-recipient agreement between the Town and the Greater Oxon Hill Community Development Corporation for use of American Rescue Plan Act Funds; motion by Mayor Washington to waive the full reading; seconded by CM Kennedy, II; all in favor; discussion.

CM Noble ask if the mayor could explain the sub-recipient agreement with the CDC.

Mayor Washington explained that the American Rescue Plan Act requires that we assist non-profit organizations, and because the Greater Oxon Hill Community Development Corporation is right next door, we decided to collaborate with them. According to the agreement, they must show what they plan to do with the \$10,000.

Resolution 19-22 A Resolution to authorize the acceptance of a grant from the Local Government Insurance Trust for Body Cameras for the Town of Forest Heights Police Department. motion by Mayor Washington to waive the full reading; seconded by CM Kennedy, II; all in favor; discussion.

The Mayor mentioned that this is not a matching grant.

Resolution 20-22 A Resolution to deadline and/or sell or otherwise dispose of Surplus Police Vehicles. ; motion by Mayor Washington to waive the full reading; seconded by CM Kennedy, II; all in favor; discussion; none

Resolution 21-22 A Resolution to purchase (5) Police Vehicles and equipment as an addition to the Fleet for New Cops Grant Office. motion by Mayor Washington to waive the full reading; seconded by CM Kennedy, II; all in favor; motion adopt Resolution 21-22; CM Kennedy II seconded; discussion.

Town attorney Kevin Best suggest that the First and being further resolved after the herein, should read, and the chief is hereby authorized to execute any acknowledgement and acceptance forms, obligors, resolutions or other documents necessary to carry out the intent of this resolution; Motion to Vote, 4 Yes, 0 No; motion passed

Resolution 22-22 A Resolution to set forth and establish the Town's real property Tax Rate for Fiscal Year 2023. motion by Mayor Washington to waive the full reading; seconded by CM Kennedy, II; all in favor; discussion.

CM Noble asked if it is possible to quantify the amount of revenue the Town would receive if taxes increase? She also asked what the deadlines are imposed on the Town's decision. The Treasurer responded that the Maryland State Department of Assessment and Taxation (SDAT) requires submission immediately after adoption and Prince George's County usually sets their deadline close to June 1.

The Treasurer explained the three classes of real property and related the need for a tax hearing if the Council recommended an increase in Noncommercial (Residential) Real Property. In addition, it was recommended that the Town adopt the same rate for both Rented Residential and Noncommercial (Residential) Real Property for Fiscal Year 2023 to allow for a period to fully reconcile Town records and SDAT records.

Resolution 23-22 A Resolution to establish a renewable Energy Goal for the Municipal Government of the Town of Forest Heights. motion by Mayor Washington to waive the full reading; seconded by CM Barnes; discussion; Mr. O'Connor, mentor We're well on our way to become a smart energy renewable energy community by value, which is also part of the resolution, The fact that we are one of the few towns in this part of the country that rents out this type of extended vehicle charging station, as well as various other aspects of what we do, places us in this category. We actually passed some law a while back as a result of another study that took care of this for us.

Resolution 24-22 A Resolution of the Mayor and Council of the Town of forest Heights, Maryland to approve the Employment of Jenchesky Santiago as Crewman II to serve within the Forest Heights Public Works Department. ; motion by Mayor Washington to waive the full reading; seconded by CM Kennedy, II; all in favor; motion to adopt Resolution 24-22, CM Kennedy, II seconded; discussion.

The Mayor stated that he does apologize to Mr. Santiago. I had not intended to ask the council to vote on this tonight, but due to the multiple public works projects currently underway and the urgent need for the position to be filled, I'm requesting that the council accept the public works director, Mr. Robinson, and Captain Jones' statements regarding his criminal history and have determined that he was in good standing.

CM Kennedy, II, was curious. Is he one of the town's residents?

The mayor states that he is not a Town resident.

CM Kennedy stated that if there was an emergency in the town that he would be required to respond, **Mayor**, yes, he aware he is essential.

Motion to Vote, 4 Yes, 0 No; motion passed.

New Business: Mayor fiscal year 2021 annual audit is underway with you. And as you know, the town has requested an extension from the State of Maryland to complete the audit, which will allow us to satisfy the increased information requirements of the new audit. However, during this process, the town has determined that the audit is behind schedule because of the need to provide

increased information and because the town's accounting and audit functions and responsibilities over the past couple of years have significantly increased with no increase in staff. The town has enlisted the services of Frances DiSalvo, CPA, to help compile the information necessary to complete the audit. As you are aware, Mr. DeSalvo has been the town auditor for a number of years and has the experience to help fast track the audit. So, I'm giving you a copy of what I was forced to do in order for us to complete our 2021 through 2022 audit and to get a start at where we should already be starting in 2023.

Meeting Adjourned: 8:53 PM

**THE TOWN OF FOREST HEIGHTS
RESOLUTION 17-22**

A RESOLUTION APPROVING A PURCHASE AND SERVICE AGREEMENT WITH DILIGENT TO ACQUIRE BOARDDOCS® SOFTWARE REGARDING ELECTRONIC MEETING AGENDAS AND RECORD RETENTION TO BE ADMINISTERED BY THE FOREST HEIGHTS CLERKS OFFICE

Introduced By: Mayor Calvin Washington

WHEREAS, Diligent is a US-based web site providing open meetings management and facilitation; and

WHEREAS, the Town Administrator, Program Manager, and the Town Clerk have recommended that the Mayor and Council consider procuring BoardDocs Plus®; and

WHEREAS, BoardDocs® is cloud-based board management software for small and midsize municipalities, schools and governments with primary features including meeting agenda management, policy management, event management, advanced search, document management and voting; and

WHEREAS, BoardDocs® is the easiest and most powerful software on the market for boards, and with best-in-class security, top-rated customer support and constant innovation, BoardDocs supports key modern governance practices that are critical to the ongoing success of elected bodies and communities; and

WHEREAS, for agile boards, BoardDocs provides the tools and resources needed to manage a diverse committee structure with features that improve collaboration and incite better decision-making; as well as leveraging all core features from BoardDocs, users also can automate board member pages and packets, improve events management, access deep library management, implement multi-user authoring and approvals and track real-time progress on goals; available as an add-on for both BoardDocs LT and BoardDocs Pro, each governing body can have separate confidential meetings, separate document managers and separate administrative access; users can manage and control meetings and minutes separately for related boards and committees, designate different publishers for different boards and committees, Create separate workflows and approval processes with BoardDocs Pro Plus; and

WHEREAS, the Mayor and Council finds that several other Maryland jurisdictions use BoardDocs® such as Charles County, St. Mary's County, Wicomico County, Baltimore County Public Schools, Frederick County Public Schools, Board of Education of Harford County, Leonardtown, Prince George's County Public School and several others have engaged the services of Diligent and found it to be an efficient and cost-effective way to conduct public meetings and share public documents in a manner that is consistent with the Town Charter, and State law; and

**THE TOWN OF FOREST HEIGHTS
RESOLUTION 17-22**

WHEREAS, the Town Charter, § 33-63(f) authorizes the Town to forego the normal procurement process through cooperative purchasing in certain cases where another government entity has already made a competitive purchase of said item and therefore the Mayor and Council may, without soliciting bids, purchase the item in question at the bid price from the successful bidder, if the Mayor and Council determines that the bid price is competitive; and

WHEREAS, the Treasurer has certified in writing that the funds are available under Line Item 8200 of the FY 2022 Budget.

NOW THEREFORE BE IT RESOLVED, by the Mayor and the Town Council of the Town of Forest Heights, that the Treasurer and the Town Administrator are hereby authorized to enroll in Diligent's Board Docs Solutions, according to the terms and conditions of the Agreement found at <https://diligent.com/governance-cloud-terms-conditions> and at total annual price of \$8,000.00, and after the Initial Term, the term of the Agreement will automatically renew for additional 1 year Renewal Terms, unless either Party provides the other written notice of non-renewal no later than 30 days prior to the expiration of the Initial Term or any Renewal Term. For each year of the Term, pricing shall increase by 5.00% on each anniversary of the Effective Date.

AND BE IT FUTHER RESOLVED, that this service shall be paid from preapproved American Rescue Plan funding. Project Number TOFH-FY22-ADMIN-1138 coinciding with the associated Capital Project Sheet.

AND BE IT FUTHER RESOLVED, that the Mayor is authorized to sign this Resolution and it shall take effect on the day it is adopted.

PASSED this ___ day of April 2022.

APPROVED: By Resolution of the Town Council of The Town of Forest Heights, Maryland

<u>ROLL CALL VOTE</u>	<u>YEA/NAY/ABSTAIN/ABSENT</u>
LILLY	_____
KENNEDY II	_____
NOBLE	_____
BARNES	_____
HINES	_____
WASHINGTON	_____
ATKINSON	_____

THE TOWN OF FOREST HEIGHTS
RESOLUTION 17-22

ATTEST:

THE TOWN OF FOREST HEIGHTS,
MARYLAND

Sherletta Hawkins, Town Clerk

By: _____
Calvin Washington, Mayor

By: _____
, President

[Exhibit 1 – Capital Project Sheet TOFH-FY22-ADMIN-1138]
[Exhibit 2 – Board Docs Agreement Number: Q-840416]

CERTIFICATION

I, hereby certify, as the duly appointed Town Clerk of the Town of Forest Heights, Maryland, that on the ___ day of April 2022 with _____ Aye votes and _____ Nay votes the aforesaid Resolution ___-22 passed.

Sherletta Hawkins, Town Clerk

RESOLUTION 18-22
THE TOWN OF FOREST HEIGHTS

**A RESOLUTION TO APPROVE A SUB-RECIPIENT AGREEMENT BETWEEN THE
TOWN AND THE GREATER OXON HILL COMMUNITY DEVELOPMENT
CORPORATION FOR USE OF AMERICAN RESCUE PLAN ACT FUNDS**

Introduced By: Mayor Calvin Washington

WHEREAS, under the funding administered by the State of Maryland pursuant to the American Rescue Plan Act (the Act), there is a Coronavirus State and Local Fiscal Recovery Funds (CLFRF) program, where every level of government will receive funding, regardless of size; and

WHEREAS, pursuant to Section 603(c) of the Act, fiscal recovery funds may be used to enable local governments to respond to the COVID-19 public health emergency, provide premium pay to essential workers, supplement revenue reductions incurred during the pandemic, and to make necessary investments in water, sewer, and broadband infrastructure; and

WHEREAS, on or about July 15, 2021, the Town received confirmation by email from Hagerty Consulting, an agent and contractor of the State of Maryland's Department of Budget and Management, of its request made in compliance with the American Rescue Plan Act of 2021 Coronavirus Local Fiscal Recovery Funds (CLFRF) disbursement; and

WHEREAS, said email further stated that the Town's final allocation is \$2,526,205.34, of which 50%, or \$1,263,102.67, was disbursed to Forest Heights in a first tranche, and pursuant to the U.S. Treasury, the remainder of the funds will be distributed in no less than 12 months by the Md. Department of Housing and Community Development, who is responsible for disbursing the funds; and

WHEREAS, unlike eight (8) of the larger cities in Maryland, the Town of Forest Heights is a non-entitlement municipality under federal Community Development Block Grant (CDBG) program and CLFRF funding will be distributed based on population with estimates for Prince George's County's non-entitlement municipalities to be approximately \$160,941,034 with Forest Heights' share initially estimated at \$2,142,984, later increased, according to the Congressional Research Service, but the amount awarded may not exceed an amount equal to 75 percent of the most recent budget as of January 27, 2020; and

WHEREAS, non-entitlement units ("NEU's"), such as the Town, that receive funding from the State and Local Fiscal Recovery Funds Programs are required to meet compliance and reporting responsibilities including submission of annual Project and Expenditure Reports to the Department of the Treasury until the end of the CLFRF award period on December 31, 2026, and activities funded under this process must be documented in writing by September 30 of each year; and

WHEREAS, in addition to an annual Project and Expenditure Report, NEU'S are further required to report key information provided on Projects, Expenditures, Project Status, Project

RESOLUTION 18-22
THE TOWN OF FOREST HEIGHTS

Demographic Description, Subawards, Civil Rights Compliance, and Programmatic Information, and further provide added documentation and information such as a signed award terms and conditions agreement, signed assurances of compliance with Title VI, and provision of various budget documentation; and

WHEREAS, the Town Charter, §33-19(25) authorizes the Council to have, in addition, the power to pass ordinances not contrary to the laws and Constitution of this State to pass ordinances for the specific purposes of accepting gifts and grants of Federal or of State funds from the Federal or State governments or any agency thereof, and to expend the same for any lawful public purpose, agreeably to the conditions under which the gifts or grants were made; and

WHEREAS, on June 23, 2021, the Council passed Emergency Ordinance 02-21 approving the FY 22 Budget and found that said ordinance and/or the supplemental detailed line-item budget referenced in said Emergency Ordinance would necessitate further amendment to receive and appropriate the Town's allocation of Coronavirus State and Local Fiscal Recovery Funds under the American Rescue Plan Act of 2021 ("ARPA"), also called the COVID-19 Stimulus Package or American Rescue Plan, Pub L. No. 117-2; and

WHEREAS, pursuant to Section 33-45 of the Town Charter, the budget shall be prepared and adopted in the form of an ordinance, and pursuant to the Common Law of Maryland, the budget ordinance may be amended by resolution if so authorized pursuant to ordinance such as the original budget ordinance enacting the initial fiscal year budget; and

WHEREAS, on or about November 17, 2021, the Town Council passed Resolution 41-21 to amend the FY 2022 Budget and the detailed line-item budget to add revenue and expenditure line items in the amount of \$1,263,102.67 for line items 6200 and 8200 (ARP Coronavirus Funds) respectively to said budget documents for the first tranche; and

WHEREAS, staff prepared a document entitled "Town of Forest Heights Recovery Plan – State and Local Fiscal Recovery Funds – 2021 Report" (4 pp.), that includes a Table of Expenses by expenditure category outlining the anticipated categories in which the Town will operate its CLFRF programs.

WHEREAS, one of the approved category of expenses in said Plan includes the allocation of ARPA funds to be distributed as "Aid To Non-Profit Organizations" under the plan category of "Negative Economic Impacts" in connection with the pandemic; and

WHEREAS, the Town of Forest Heights routinely partners with the Greater Oxon Hill CDC on a number of projects that benefit the Town and citizens; and

RESOLUTION 18-22
THE TOWN OF FOREST HEIGHTS

WHEREAS, the Town wishes to provide \$10,000.00 of its ARPA funds from line item 8200 within the category of Aid To Non-Profit Organizations to the Greater Oxon Hill CDC, a duly registered Maryland non-profit organization in good standing, for general project and program administration and for other purposes consistent with the use of these funds.

NOW THEREFORE BE IT RESOLVED, that the Town Council hereby approves the attached Sub-Recipient Agreement contained herein and referenced as Exhibit A, which sets forth the parameters connected to receipt of the ARPA funds including, understanding the use of said funds, conditions associated with the funds awarded, performance measures, and documentation to be maintained, submitted and reported by the sub-recipient.

BE IT FURTHER RESOLVED, that the Mayor is authorized to sign the attached Sub-recipient Agreement on behalf of the Town and execute any other related documentation needed to carry out the intent of this Resolution.

BE IT FURTHER RESOLVED, that this Resolution shall take effect immediately upon passage.

PASSED this ___ day of April, 2022.

APPROVED: By Resolution of the Town Council of The Town of Forest Heights, Maryland

ROLL CALL VOTE

YEA/NAY/ABSTAIN/ABSENT

WASHINGTON

KENNEDY

NOBLE

BARNES

HINES

LILLY

ATKINSON

ATTEST:

THE MAYOR AND COUNCIL OF THE
TOWN OF FOREST HEIGHTS, MARYLAND

Sherletta Hawkins, Town Clerk

By: _____
Calvin Washington, Mayor

CERTIFICATION

RESOLUTION 18-22
THE TOWN OF FOREST HEIGHTS

I, hereby certify, as the duly appointed Town Clerk of the Town of Forest Heights, Maryland, that on the ___ day of April, 2022 with ___ Aye votes and ____ Nay votes the aforesaid Resolution ___-22 passed.

Sherletta Hawkins, Town Clerk

[Exhibit A- Sub-recipient Agreement between Town of Forest Heights and Greater Oxon Hill CDC]

**THE TOWN OF FOREST HEIGHTS
RESOLUTION 19-22**

**A RESOLUTION TO AUTHORIZE THE ACCEPTANCE OF A GRANT FROM THE
LOCAL GOVERNMENT INSURANCE TRUST FOR BODY CAMERAS FOR THE
TOWN OF FOREST HEIGHTS POLICE DEPARTMENT**

Introduced by: Calvin Washington

WHEREAS, for the fiscal year 2022 the Local Government Insurance Trust ("LGIT") is funding a special equipment grant to help its member law enforcement agencies purchase officer worn body cameras; and

WHEREAS, body-worn cameras ("BWC's") by criminal justice practitioners is rapidly becoming standard service equipment for many law enforcement agencies across the nation, and LGIT believes using this type of device could have a direct impact on law enforcement liability; and

WHEREAS, to help its members purchase this equipment, the LGIT Board of Trustee's has authorized grant funding and grants to be reviewed by LGIT's Risk Management Committee to provide a grant for a member police agency to purchase cameras of their choice. However, no single grant request to a municipality can exceed \$5,000, and grant requests are further limited to one member police agency per fiscal year, whereby grants will be reviewed on a first come, first served basis as long as funding is available; and

WHEREAS, in 2019 Forest Heights Police Department has elected to purchase the Axon body camera based on their research and department needs and further recommended that the Town adopted a Law Enforcement Body Camera Policy, and

WHEREAS, Captain Marcus Jones applied, and the Forest Heights Police Department was awarded a grant from LGIT for \$5,000 towards the Forest Heights Police Department Body Camera program.

AND BE IT FURTHER RESOLVED that the Mayor and Town Council of the Town of Forest Heights, Maryland hereby agrees to authorize and allow for the acceptance of a Law Enforcement Body Camera Grant from the Local Government Insurance Trust for the Forest Heights Police Department ("FHPD") in the amount of \$5,000.00 for FY2022.

AND BE IT FURTHER RESOLVED that the Mayor, on behalf of the Town, is hereby authorized to accept a grant from the Local Government Insurance Trust for Body Cameras for the Town of Forest Heights Police Department.

**THE TOWN OF FOREST HEIGHTS
RESOLUTION 19-22**

AND BE IT FURTHER RESOLVED that this Resolution shall take effect immediately upon its passage.

PASSED this ___ day of April, 2022.

APPROVED: By Resolution of the Town Council of The Town of Forest Heights, Maryland

<u>ROLL CALL VOTE</u>	<u>YEA/NAY/ABSTAIN/ABSENT</u>
WASHINGTON	_____
KENNEDY	_____
NOBLE	_____
BARNES	_____
HINES	_____
LILLY	_____
ATKINSON	_____

ATTEST:

THE MAYOR AND COUNCIL OF THE TOWN
OF FOREST HEIGHTS, MARYLAND

Sherletta Hawkins, Town Clerk

By: _____
Calvin Washington, Mayor

By: _____
, President

CERTIFICATION

I, hereby certify, as the duly appointed Town Clerk of the Town of Forest Heights, Maryland, that on the ___ day of April, 2022 with ___ Aye votes and ___ Nay votes the aforesaid Resolution ___ - 22 passed.

Sherletta Hawkins, Town Clerk

**THE TOWN OF FOREST HEIGHTS
RESOLUTION 20-22**

**A RESOLUTION TO DEADLINE AND/OR SELL OR OTHERWISE DISPOSE
OF SURPLUS POLICE VEHICLES**

Introduced by: Mayor Calvin Washington

WHEREAS, pursuant to Forest Heights Town Code (Article 20) Financial Management and Internal Controls, section §20.4 (Procedures) and subsections ((a) 8, 9, & 10), the legislative body has incorporated the procedures to dispose of surplus property; and

WHEREAS, the Town of Forest Heights Police Department currently has vehicles listed in the attached Exhibit A which are aging, inoperable and/or impractical to operate in the current Police Department vehicle fleet; and

WHEREAS, the vehicles in Exhibit A would require extensive and costly repairs to remain in the current Police Department vehicle fleet; and

WHEREAS, the Town is exploring various options to dispose of these vehicles pursuant to the abovementioned Town Code reference and provisions for said property; and

WHEREAS, it is hereby declared by the Town Council that the vehicles listed in Exhibit A be authorized for disposal as surplus property of the Town.

NOW THEREFORE, BE IT RESOLVED by the Mayor and Town Council of Town of Forest Heights, Maryland hereby agrees to deadline and/or sell listed property in Exhibit A, and that said transaction(s) shall comply with the provisions set forth in Town Code section §20.4 and shall be disposed of by competitive sale or by gift to a governmental or non-profit organization per the Mayor's discretion.

BE IT FURTHER RESOLVED, that the Mayor is authorized to sign or execute any other related documentation needed to carry out the intent of this Resolution.

BE IT FURTHER RESOLVED, that this Resolution shall take effect immediately upon passage.

<u>ROLL CALL VOTE</u>	<u>YEA/NAY/ABSTAIN/ABSENT</u>
LILLY	_____
KENNEDY II	_____
NOBLE	_____
BARNES	_____
HINES	_____

TOWN FOREST HEIGHTS
RESOLUTION 20-22

THE TOWN OF FOREST HEIGHTS
RESOLUTION 20-22

WASHINGTON _____

ATKINSON _____

ATTEST:

THE TOWN OF FOREST HEIGHTS,
MARYLAND

Sherletta Hawkins, Town Clerk

By: _____
Calvin Washington, Mayor

By: _____
, President

CERTIFICATION

I, hereby certify, as the duly appointed Town Clerk of the Town of Forest Heights, Maryland, that on the _____ day of May 2022 with _____ Aye votes and _____ Nay votes the aforesaid Resolution __-22 passed.

Sherletta Hawkins, Town Clerk

[EXHIBIT A]

**TOWN OF FOREST HEIGHTS
RESOLUTION 21-22**

**A RESOLUTION TO PURCHASE (5) POLICE VEHICLES AND EQUIPMENT AS AN
ADDITION TO THE FLEET FOR NEW COPS GRANT OFFICERS**

Introduced by: Mayor Calvin Washington

WHEREAS, the Town Charter, § 33-63(f) authorizes the Town to forego the normal procurement process through cooperative purchasing in certain cases where another government entity has already made a competitive purchase of said item and therefore the Mayor and Council may, without soliciting bids, purchase the item in question at the bid price from the successful bidder, if the Mayor and Council determines that the bid price is competitive, and

WHEREAS, the Town Charter, § 33-63(g) further authorizes the Mayor and Council by a two-thirds vote to waive the competitive bidding requirements of said Charter section for good cause shown for sole source procurements of unique products and services, and that written findings as to the basis of such waiver shall be placed in the journal of the Council's proceedings, and

WHEREAS, the Town Ordinance Code, § 20-4(a)(6) states that upon written findings entered into the journal, the Mayor and Council may exempt the purchase of a good or service from competitive selection processes when the purchase qualifies as a sole source procurement as a result of several circumstances including: One vendor is the only one qualified or eligible or is quite obviously the most qualified or eligible to provide the good or service or the procurement is of such a specialized nature or related to a specific geographic location that only a single source, by virtue of experience, expertise, proximity, or ownership of intellectual property rights, and could most satisfactorily provide the good or service, and

WHEREAS the Council finds that it is prudent and necessary to purchase five (5) 2022 Ford Police Interceptor Utility vehicles, and

WHEREAS the Mayor and Council desire to purchase five (5) new police vehicles from Chapman Auto Group 1100 Easton Road, Horsham, PA 190044 through the 911Leasing.com Finance Company, 432A Frye Farm Road Greensburg, PA 15601 at the amount of \$172,355.00. Other municipalities have purchased items from Chapman Auto Group, and as such, is hereby considered to be quite obviously the most qualified or eligible vendor to provide the good or service and/or the procurement is of such a specialized nature or related to a specific geographic location that only a single source is reasonably available, by virtue of experience, expertise, and proximity, and

WHEREAS the Mayor and Council desire to use Priority Install, LLC. 8340 Beechcraft Avenue, Suite C, Gaithersburg, MD 20879 as a vendor to purchase and install all equipment at total cost of \$112,875.00, and

WHEREAS the Mayor and Council desire enter into a five-year contract with Axon Enterprises Inc for in-car cameras, body cameras, taser, and unlimited storage for the additional Officers and to make year one of five payment (\$35,015.97) with a total price over 5 years \$140,063.95, and purchase an Axon Air System for traffic and investigatory matters at a cost of \$70,530, and

**TOWN OF FOREST HEIGHTS
RESOLUTION 21-22**

WHEREAS the Mayor and Council desire to use Motorola Solutions, as a vendor to purchase radio equipment at total cost of \$43,296.75, and

WHEREAS the Mayor and Council desire to use White Dot Services 7624 Airpark Road, Gaithersburg, MD 20879, as a vendor to decal the vehicles at total cost of \$4,459.45 and,

WHEREAS, the Treasurer and Project Manager has certified that the funds are available under American Rescue Plan Act (ARPA) project number FHPD-FY22-ARPA-1127 budget line item 8200 and it has been verified that the Chapman Auto Group is a unique provider has made government sales, and the procurement is for items of a specialized nature in accordance with Section 20-4(a)(6) of the Ordinance Code for the Town of Forest Heights.

NOW THEREFORE, BE IT RESOLVED that the Mayor and Town Council of Town of Forest Heights, Maryland hereby authorizes the Chief of Police or his designee to enter into a six-year finance agreement with 911 Leasing.com to lease/purchase five police vehicles from Chapman Auto Group and the installation of all equipment by Priority Install LLC., for a price not to exceed \$554,451.75 with 10% down (\$55,445.18) and payments to start March 1, 2023.

AND BE IT FURTHER RESOLVED this transaction will proceed as further described herein and in the above recitals which are incorporated by reference herein.

BE IT FURTHER RESOLVED, that this Resolution shall take effect immediately upon passage.

PASSED this ____ day of April, 2022.

APPROVED: By Resolution of the Town Council of The Town of Forest Heights, Maryland

ROLL CALL VOTE

YEA/NAY/ABSTAIN/ABSENT

WASHINGTON _____

KENNEDY _____

NOBLE _____

BARNES _____

HINES _____

LILLY _____

ATKINSON _____

ATTEST:

THE MAYOR AND COUNCIL OF THE
TOWN OF FOREST HEIGHTS, MARYLAND

Sherletta Hawkins, Town Clerk

By: _____
Calvin Washington, Mayor

TOWN FOREST HEIGHTS
RESOLUTION 21-22

**MAYOR AND TOWN COUNCIL
THE TOWN OF FOREST HEIGHTS
RESOLUTION 22 – 22**

**A RESOLUTION TO SET FORTH AND ESTABLISH THE TOWN'S REAL
PROPERTY TAX RATE FOR FISCAL YEAR 2023**

Introduced by: TOWN COUNCIL

WHEREAS, pursuant to Section 33-44 of the Town Charter, the Mayor, on such date as the Council shall determine, but at least thirty-two days before the beginning of any fiscal year, shall submit a budget to the Council; and

WHEREAS, pursuant to Section 33-45 of the Town Charter, before adopting the budget the Council shall hold a public hearing thereon after two weeks' notice thereof in some newspaper or newspapers having general circulation within the municipality; and

WHEREAS, pursuant to Section 33-51 of the Town Charter all real property and all tangible personal property within the corporate limits of the Town, or personal (business) property which may have a situs there by reason of the residence of the owner therein, shall be subject to taxation for municipal purposes, and the assessment used shall be the same as that for State and County taxes; and

WHEREAS, pursuant to Section 33-52 of the Town Charter, from the effective date of the budget, the amount stated therein as the amount to be raised by the property tax shall constitute a determination of the amount of the tax levy in the corresponding tax year; and

WHEREAS, the current Noncommercial and Rented Residential Real Property Tax Rate for the Town of Forest Heights was set at \$.5076 per \$100 of assessment effective July 1, 2021; and

WHEREAS, according to the State Department of Assessments and Taxation, the Town's noncommercial and rented residential real property assessable base will increase for Fiscal Year 2022 by 9.3%, from \$206,129,616 to \$225,350,116.

NOW THEREFORE BE IT RESOLVED that subject to the pending final approval of the FY 2023 Budget and annual tax levy to be stated therein, the Mayor and Town Council of The Town of Forest Heights, Maryland hereby agrees to adopt and intends to establish a real property tax rate of \$.4654 per \$100 of assessment (for noncommercial real property);

**MAYOR AND TOWN COUNCIL
THE TOWN OF FOREST HEIGHTS
RESOLUTION 22 – 22**

AND BE IT FURTHER RESOLVED that SDAT has declared the Town exempt for FY 2023 from the requirements of the CYTR law regarding rented residential property; however subject to the pending final approval of the FY 2023 Budget, the Mayor and Town Council of The Town of Forest Heights, Maryland hereby agrees to adopt and intends to establish a real property tax rate of \$.4654 per \$100 of assessment (for rented residential real property);

AND BE IT FURTHER RESOLVED that SDAT has declared the Town exempt for FY 2023 from the requirements of the CYTR law regarding commercial real property; however subject to the pending final approval of the FY 2023 Budget, the Mayor and Town Council of The Town of Forest Heights, Maryland hereby agrees to adopt and intends to establish a real property tax rate of \$.5313 per \$100 of assessment (for commercial real property);

AND BE IT FURTHER RESOLVED that this Resolution shall take effect July 1, 2022.

PASSED this ____ day of _____ 2022.

APPROVED:

By Order of the Town Council of
The Town of Forest Heights, Maryland

ATTEST:

THE TOWN OF FOREST HEIGHTS, MARYLAND

Sherletta Hawkins, Town Clerk

Calvin Washington, Mayor

(SEAL)

, Council President

**MAYOR AND TOWN COUNCIL
THE TOWN OF FOREST HEIGHTS
RESOLUTION 22 – 22**

CERTIFICATION

I, hereby certify, as the duly appointed Town Clerk of the Town of Forest Heights, Maryland, that on the ___ day of ___ 2022 this Resolution __ - 22 was enacted and approved with ___ Aye votes and ___ Nay votes.

Sherletta Hawkins, Town Clerk

**THE TOWN OF FOREST HEIGHTS
RESOLUTION 23-22**

**A RESOLUTION TO ESTABLISH A RENEWABLE ENERGY GOAL FOR THE
MUNICIPAL GOVERNMENT OF THE TOWN OF FOREST HEIGHTS**

Introduced by: Mayor Calvin Washington

WHEREAS, the Town of Forest Heights (the "Town") has been a participant in the Maryland Energy Administration's Smart Energy Communities Program and the Town has committed to being a socially responsible leader by decreasing its electricity consumption; and

WHEREAS, the Mayor and Council approved Resolution 54-13 entitled "A Resolution to approve a Maryland Emergency Administration Smart Energies Grant Program Grant Agreement" in the amount of \$72,500 on June 19, 2013; and

WHEREAS, the Mayor and Council approved Resolution 75-13 entitled "A Policy Declaring the Town of Forest Heights' Intent to take a Leadership Role on Reducing Electricity Consumption within the Town Hall and Garage Building, Partnering with the Maryland Energy Administration, and Enrolling as a Maryland Smart Energy Community" on October 16, 2013; and

WHEREAS, the Mayor and Council approved Resolution 40-15 entitled "A Resolution to Support the Prince George's County Municipal Collaboration FY 2016 MEA Empower LMI (low to moderate income) Communities Grant Application and DHCD Sustainable Communities-Community Legacy Grant Applications" on June 21, 2017; and

WHEREAS, the Mayor and Council approved Resolution 41-17 entitled "A Resolution to approve a Maryland Energy Administration Maryland Smart Energy Communities Grant Agreement for Solar Photovoltaic System at the Police Station" on June 21, 2017; and

WHEREAS, renewable energy is energy that is collected from renewable resources that are naturally replenished on a human timescale and it includes sources such as sunlight, wind, rain, tides, waves, and geothermal heat; and

WHEREAS, the Maryland Clean Energy Jobs Act (SB 516) passed by the State of Maryland on May 22, 2019, requires fifty percent (50%) of Maryland's energy to come from renewable sources and fourteen and one-half percent (14.5%) from in-state solar by the year 2030; and

WHEREAS, clean energy sources such as wind can be more affordable than fossil fuel sources; and energy efficiency measures that drive down energy demand are the most cost-effective means to reduce fossil fuel consumption; and

WHEREAS, renewable energy represents a substantial economic opportunity for Town of Forest Heights to create jobs in an emerging industry, increase economic security and expand

**THE TOWN OF FOREST HEIGHTS
RESOLUTION 23-22**

prosperity for local residents, reduce air pollution and associated public health risks, reduce the strain on water resources, and save consumers money; and

WHEREAS, pursuant to Section 7-701 of the Public Utilities Article of Md. Ann. Code, the General Assembly of Maryland has declared its intent to increase its reliance on renewable energy in order to reduce greenhouse gas emissions and meet the State’s greenhouse gas emissions reduction goals under § 2-1205 of the Environment Article; and

WHEREAS, Town of Forest Heights is dedicated to being a better steward of its land and resources, as well as the Town’s recent collaboration with PEPCO to install twenty (6) electronic charging stations on County property; and

WHEREAS, renewable energy sources have significant public health co-benefits associated that can help address pressing environmental justice challenges in sensitive communities including the Town of Forest Heights and other communities around the country; and

WHEREAS, “renewable energy” specifically excludes energy derived from fossil fuels, nuclear, incineration of municipal and medical waste, and large-scale future hydroelectric development.

THEREFORE, BE IT RESOLVED by the Mayor and Town Council of Forest Heights that the Town of Forest Heights Government hereby establishes a one hundred percent (100%) renewable energy goal for Town government electricity use by the year 2030.

AND BE IT FURTHER RESOLVED that this Resolution shall take effect immediately upon its passage.

PASSED this ___ day of April 2022.

APPROVED: By Resolution of the Town Council of The Town of Forest Heights, Maryland.

ROLL CALL VOTE

YEA/NAY/ABSTAIN/ABSENT

LILLY	_____
KENNEDY	_____
ATKINSON	_____
BARNES	_____
HINES	_____
WASHINGTON	_____
NOBLE	_____

TOWN OF FOREST HEIGHTS
RESOLUTION 23-22

THE TOWN OF FOREST HEIGHTS
RESOLUTION 23-22

ATTEST:

THE TOWN OF FOREST HEIGHTS,
MARYLAND

Sherletta Hawkins, Town Clerk

By: _____
Calvin Washington, Mayor

CERTIFICATION

I, hereby certify, as the duly appointed Town Clerk of the Town of Forest Heights, Maryland, that on the ___ of April 2022 with ___ Aye votes and ___ Nay vote the aforesaid Resolution ___-22 passed.

Sherletta Hawkins, Town Clerk

**MAYOR AND COUNCIL
TOWN OF FOREST HEIGHTS
RESOLUTION 25-22**

**A RESOLUTION TO ALLOW ADVANCE SALARY PAYMENT FOR THE MAYOR
AND TOWN COUNCILMEMBERS**

Introduced by: Mayor Calvin Washington

WHEREAS, Section 33-5 (Salary) of the Town Charter states that the Town Councilmembers shall receive an annual salary as set from time to time by an ordinance passed by the Council in the regular course of business; and

WHEREAS, Section 2.2 of the Town Code of Ordinances, "Compensation of the Mayor and Councilpersons", states the Mayor shall receive a salary of \$12,000 per year and Town Councilmembers shall receive a salary of \$6,000 per year, payable monthly or unless otherwise prescribed by Resolution of the Mayor and Town Council; and

WHEREAS, it may be necessary from time to time to provide for the modification of the prescribed monthly interval payment schedules for the Mayor and Town Councilmembers that allow for advance pay in the event of a financial hardship on the part of these elected officials.

THEREFORE, BE IT RESOLVED, the Council finds that payment of the prescribed salaries for the Mayor and Town Councilmembers may be at intervals other than monthly and that the Council by way of this Resolution does hereby modify such payment intervals to include allowing for advance pay ("payment advance") for individual elected officials if a financial hardship or other need arises.

BE IT FURTHER RESOLVED, no payment advance received by said elected officials shall exceed a six-month salary advance per their prescribed salary. An elected official seeking a salary advance shall contact the Town Administrator and complete required paperwork to be kept on file in the Office of the Town Administrator.

BE IT RESOLVED that this Resolution shall take effect upon its passage.

PASSED this April, 2022.

APPROVED: By Resolution of the Town Council of the Town of Forest Heights, Maryland

ROLL CALL VOTE

YEA/NAY/ABSTAIN/ABSENT

HINES

KENNEDY II

LILLY

Town of Forest Heights
Resolution 25-22

**MAYOR AND COUNCIL
TOWN OF FOREST HEIGHTS
RESOLUTION 25-22**

BARNES _____

NOBLE _____

ATKINSON _____

I HEREBY CERTIFY that the above Resolution 25-22 was passed by the required yea and nay vote of the Mayor and Council of Forest Heights on the ___ day of April, 2022.

ATTEST: THE MAYOR AND COUNCIL OF THE TOWN OF FOREST HEIGHTS, MARYLAND

Sherletta Hawkins, Town Clerk

By: _____
Calvin Washington, Mayor

By: _____
Taunya Hines, Council President

CERTIFICATION

I, hereby certify, as the duly appointed Town Clerk of the Town of Forest Heights, Maryland, that on the ___ day of April, 2022 with ___ Aye votes and ___ Nay votes the aforesaid Resolution 25-22 passed.

Sherletta Hawkins, Town Clerk

**THE TOWN OF FOREST HEIGHTS
RESOLUTION 26-22**

**A RESOLUTION OF THE TOWN COUNCIL OF FOREST HEIGHTS, MARYLAND TO
APPROVE A MEMORANDUM OF UNDERSTANDING WITH THE UNITED STATES
MARSHALS SERVICE FUGITIVE TASK FORCE FOR NON-FEDERAL AGENCIES
AND AUTHORIZING THE CHIEF OF POLICE TO SIGN THE MEMORANDUM OF
UNDERSTANDING ON BEHALF OF THE TOWN**

Introduced by Mayor Calvin Washington

WHEREAS, pursuant to the authority set forth in the Code of Maryland (the "Code"), at Section 2(b) of Article 23A, the Town has established the Town of Forest Heights Police Department to protect the health, safety, and general welfare of the public within the territorial limits of the Town ("Town Limits"); and

WHEREAS, the Charter of the Town of Forest Heights (the "Charter"), Section 33-20(b)(11) and (25) authorizes the Council to make agreements with other governmental authorities for the joint performance of or for cooperation in the performance of any governmental functions; and

WHEREAS, the Charter, Section 33-90 further authorizes the Mayor and Council to pass certain legislation of a non-permanent nature regarding an administrative matter by resolution in lieu of ordinance; and

WHEREAS, the United States Marshals Service (USMS) pursuant to 28 U.S.C. § 566(e)(1)(B). As set forth in the Presidential Threat Protection Act of 2000, codified at 34 U.S.C. 41503, and directed by the Attorney General, the USMS has been granted authority to direct and coordinate permanent Regional Fugitive Task Forces consisting of federal, state, and local law enforcement authorities for the purpose of locating and apprehending fugitives.

WHEREAS, the authority of the USMS to investigate fugitive matters as directed by the Attorney General is set forth in 28 USC § 566. The Director's authority to direct and supervise all activities of the USMS is set forth in 28 USC § 561(g) and 28 CFR 0.111. The authority of United States Marshals and Deputy U.S. Marshals, "in executing the laws of the United States within a State ... [to] exercise the same powers which a sheriff of the State may exercise in executing the laws thereof" is set forth in 28 USC § 564. Additional authority is derived from 18 USC § 3053 and Office of Investigative Agency Policies Resolutions 2 & 15.

TOWN OF FOREST HEIGHTS
RESOLUTION 26-22

**THE TOWN OF FOREST HEIGHTS
RESOLUTION 26-22**

WHEREAS, Additional authority is derived from the Attorney General's Memorandum, Implementation of National Anti-Violent Crime Initiative (March I, 1994); Attorney General's Memorandum, Policy on Fugitive Apprehension in FBI, and DEA Cases (dated August 11, 1988); Memorandum of Understanding between the Drug Enforcement Administration and the United States Marshals Service (dated September 28, 2018, or as hereafter amended); and Federal Rules of Criminal Procedure 41 - Search and Seizure.

WHEREAS, the primary mission of the task force is to investigate and arrest, as part of joint law enforcement operations, persons who have active warrants for their arrest. The intent of the joint effort is to investigate and apprehend federal, local, state, tribal, and territorial fugitives, thereby improving public safety and reducing violent crime.

WHEREAS, the Council finds that the purpose of this MOU is consistent with advancing the interest of the Town to promote the health, safety, and welfare of the Town's residents, and is in keeping with the general welfare clause of Section 33-21 of the Charter.

NOW THEREFORE BE IT RESOLVED, that the Town Council hereby approves and ratifies the "Memorandum of Understanding" dated revision 6/2021 between the United States Marshals Service (USMS) and the Town of Forest Heights to provide joint law enforcement operations, attached hereto as Exhibit A and incorporated by referenced herein (the "MOU"); and

BE IT FURTHER RESOLVED, the Town Council further delegates to the Chief of Police the requisite authority to execute said MOU on behalf of the Town including any appropriate indemnification or liability release forms deemed necessary, and that the MOU shall be deemed to be approved, and authorized as of the effective date of this Resolution, and

BE IT FURTHER RESOLVED, that this resolution shall take effect immediately upon passage.

PASSED this ___ day of February 2022.

APPROVED: By Resolution of the Town Council of The Town of Forest Heights, Maryland

**THE TOWN OF FOREST HEIGHTS
RESOLUTION 26-22**

<u>ROLL CALL VOTE</u>	<u>YEA/NAY/ABSTAIN/ABSENT</u>
WASHINGTON	_____
KENNEDY II	_____
NOBLE	_____
BARNES	_____
HINES	_____
LILLY	_____
ATKINSON	_____

ATTEST:

THE MAYOR AND COUNCIL OF THE TOWN
OF FOREST HEIGHTS, MARYLAND

Sherletta Hawkins, Town Clerk

By: _____
Calvin Washington, Mayor

By: _____
Taunya Hines, Council President

CERTIFICATION

I, hereby certify, as the duly appointed Town Clerk of the Town of Forest Heights, Maryland, that on the ___ day of April 2022 with ___ Aye votes and ___ Nay votes the aforesaid Resolution 27-22 passed.

Sherletta Hawkins, Town Clerk

EXHIBIT A: United States Marshal Service Fugitive Task Force Memorandum of Understanding for Non-Federal Agencies (Rev. 06/2021)

EXHIBIT B: United States Marshal Service Fugitive Task Force (RFTF) Congressional Report (April 2021) [Law Enforcement Sensitive]

**MAYOR AND COUNCIL
THE TOWN OF FOREST HEIGHTS
EMERGENCY ORDINANCE NO. 2-22**

**AN EMERGENCY ORDINANCE OF THE MAYOR AND COUNCIL OF THE TOWN
OF FOREST HEIGHTS, MARYLAND TO AMEND
THE FISCAL YEAR 2022 BUDGET**

INTRODUCED BY: Mayor Calvin Washington

ENACTED: April 20, 2022

AN ORDINANCE to amend sums and amounts for the Fiscal Year beginning July 1, 2021 and ending June 30, 2022.

WHEREAS, Emergency Ordinance 02-21 was enacted on June 23, 2021, to approve the FY 2022 Budget in the amount of \$7,120,454.19; and

WHEREAS, Resolution 41-21 was approved on November 17, 2021, to authorize certain amendments to the FY 2022 Budget regarding American Rescue Plan Funds making a new total balanced budget amount of \$8,383,556.86; and

WHEREAS, Resolution 01-22 was approved on January 5, 2022, including a document entitled “Town of Forest Heights Recovery Plan – State and Local Fiscal Recovery Funds – 2021 Report” (4 pp.), that provided a Table of Expenses by expenditure category outlining the anticipated categories in which the Town will operate its CLFRF program using the Town’s allocation of American Rescue Plan Funds, subject to amendment from time to time as needed; and

WHEREAS, the general purpose of this Emergency Ordinance is to properly establish or ratify by ordinance the new appropriation category entitled “ARP Coronavirus Funds” previously approved in Resolution 41-21 and to amend the sums and amounts appropriated for the 2021 - 2022 Budget of the Town of Forest Heights, Maryland in the following areas listed below pertaining to the General Fund; and

WHEREAS, the Mayor and Council is authorized by Section 33-12 of the Town Charter to suspend the normal procedure for passing an ordinance and to enact emergency ordinances at the time of their introduction and first reading by the affirmative vote of five members.

NOW, THEREFORE BE IT ORDAINED by the Mayor and Town Council of the Town of Forest Heights, Maryland that the sums and amounts previously appropriated are hereby amended and ratified (as described and indicated in the major line items below by strikeouts and italicized text) for the Fiscal Year beginning July 1, 2021, and ending June 30, 2022, to defray expenses and operations costs for the Town of Forest Heights as follows:

**MAYOR AND COUNCIL
THE TOWN OF FOREST HEIGHTS
EMERGENCY ORDINANCE NO. 2-22**

- 1.) Revenue item "Intergovernmental" (Line item 6200 per the Budget Worksheet - "ARP Coronavirus Funds" be added) be increased in the amount of \$1,263,102.67 to now total \$1,752,752.67;
- 2.) Expenditure item "ARP Coronavirus Funds" (Line item 8200 per the Budget Worksheet) to be added entitled "ARP Coronavirus Funds") be added in the amount of \$1,263,102.67 under a new appropriation category;
- 3.) Expenditure item "Direct Speed Camera Cost" (Line item 7300 per the Budget Worksheet - "Speed Camera Administrative Fee") be increased in the amount of \$500,000; and
- 4.) Expenditure item "Municipal Building Expense" (Line item 8038 per the Budget Worksheet - "Modoc Building") be decreased in the amount of \$500,000.

REVENUES

GENERAL FUND REVENUES

Town Real Estate Taxes - Noncommercial	\$953,441.00
Town Real Estate Taxes - Commercial	\$51,333.00
Town Real Estate Taxes – Rented Residential	\$94,691.00
Income Taxes	\$240,000.00
Other Taxes	\$93,000.00
Trash Fee	\$187,935.00
INTERGOVERNMENT	\$1,752,752.67
LICENSES & PERMITS	\$15,300.00
TOWN SERVICES	\$8,596.00
SPEED CAMERA	\$2,200,000.00
OTHER REVENUES	\$98,050.00
OTHER FINANCING	\$311,190.19
FUND BALANCE	\$2,377,268.00
TOTAL BUDGETED REVENUES	\$8,383,556.86

EXPENDITURES

GENERAL GOVERNMENT	\$72,452.00
ADMINISTRATION	\$379,589.00
NON-DEPARTMENTAL	\$273,700.00
PUBLIC SAFETY	\$1,337,189.00

**MAYOR AND COUNCIL
THE TOWN OF FOREST HEIGHTS
EMERGENCY ORDINANCE NO. 2-22**

PUBLIC WORKS	\$461,576.00	
SPEED CAMERA		
Direct Speed Camera Cost	\$1,391,447.00	<i>\$1,891,447.00</i>
State Revenue	\$200,000.00	
Allowable Expenses	\$15,200.00	
STREET IMPROVEMENTS	\$556,190.19	
TRASH SERVICES EXPENSE	\$196,535.00	
CAPITAL IMPROVEMENTS	\$133,000.00	
MUNICIPAL BUILDING EXPENSE	\$1,065,000.00	<i>\$565,000.00</i>
STREET LIGHTING EXPENSE	\$42,000.00	
TOTAL SPECIAL PROGRAM EXPENSE	\$47,200.00	
GRANTS – RESTRICTED FUNDING	\$29,000.00	
<i>ARP CORONAVIRUS FUNDS</i>	<i>\$1,263,102.67</i>	
FUND BALANCE	\$920,376.00	
 TOTAL BUDGETED EXPENDITURES	 <i>\$8,383,556.86</i>	

AND BE IT FURTHER ORDAINED that the Budget Worksheet provides detailed estimates of the revenues and expenses in the categories provided in the budget ordinance, as amended from time to time by ordinance or authorized resolution and said Budget Worksheet although not intended to be enacted as part of the budget ordinance or any authorized amendatory resolution shall nonetheless be controlled and shall conform to the sums and amounts appropriated in this Emergency Ordinance.

AND BE IT FURTHER ORDAINED, that this Emergency Ordinance shall take effect immediately upon passage.

PASSED this 20th day of April 2022.

<u>ROLL CALL VOTE</u>	<u>YEA/NAY/ABSTAIN/ABSENT</u>
-----------------------	-------------------------------

WASHINGTON	_____
ATKINSON	_____
BARNES	_____
HINES	_____
KENNEDY II	_____
LILLY	_____
NOBLE	_____

**MAYOR AND COUNCIL
THE TOWN OF FOREST HEIGHTS
EMERGENCY ORDINANCE NO. 2-22**

I HEREBY CERTIFY that the above Emergency Ordinance 2-22 was passed by the required yeas and nays vote of the Mayor and Council of Forest Heights on the 20th day of April 2022.

ATTEST:

THE TOWN OF FOREST HEIGHTS

Sherletta Hawkins, Town Clerk

By: _____
Calvin Washington, Mayor

By: _____
, Council President

Project Title Town of Forest Heights Sidewalk Retrofit	ARP Project Number: TOFH-FY22-DPW-5008	Classification: Government Operations
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Project Description:
The Department of Public Works is responsible for the maintenance of the numerous miles of sidewalks in both maintained right-of-way's, which includes damage caused by normal wear and tear or age. Asphalt patching is done as a temporary measure for holes or cracks in sidewalks. In cases where the sidewalk is raised, an asphalt ramp will be put in to eliminate the potential tripping hazard. However, due to deteriorating sidewalk implements immediate repairs must be completed to ensure sidewalks follow the American Disability Act and are not a hazard to those pedestrians utilizing the walkways.



The Below is a list of priority sidewalk repairs that have been reported or observed by the Department of Public Works and Transportation:

Seneca Drive, Pitt Lane, Ottawa Street, Arapahoe Terrace, Terrell Ave
Choctaw Drive, Quade Street.

Quade Street being placed as Priority 1 on the list due to the deteriorating infrastructure and public safety hazard that it poses.

Compliance With ARPA Funding Guidelines:
GOVERNMENT OPERATIONS (APPROVED)

Discussion of Impact: Implementation will be prioritized based on visual needs assessments which are performed by the engineers and inspectors in areas of community development / cultural resources such as schools, local businesses, parks, hospitals, libraries, adjacent urban communities, and industrial parks that exhibit pedestrian concentrations.

Appropriation Phase	Total Project	Approved	Budget FY2022	5-Year Plan					Balance to Complete
				FY2023	FY2024	FY2025	FY2026	FY2027	
Sidewalk Retro Fit Program	\$200,000.00	\$200,000.00	\$200,000.00		\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$400,000.00
TOTAL COSTS	\$200,000.00	\$200,000.00	\$200,000.00		\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$400,000.00

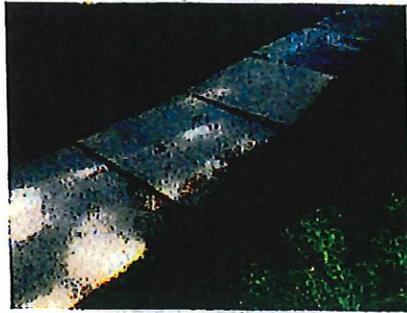
Funding Schedule										
ARPA Infrastructure	\$200,000.00	\$200,000.00	\$200,000.00	NA						
Capital Funding Source(s)				NA	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00		
TOTAL PROJECT FUNDS	\$200,000.00	\$200,000.00	\$200,000.00	NA						\$400,000.00

Operating Impacts		FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
TOTAL ANNUAL RECURRING COSTS		NA	NA	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00

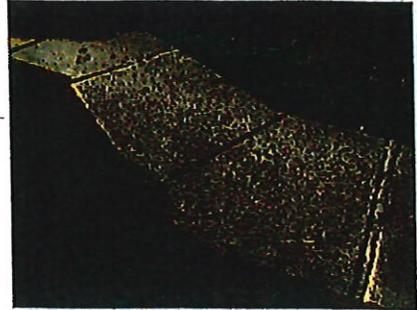
SIDEWALK REPAIR



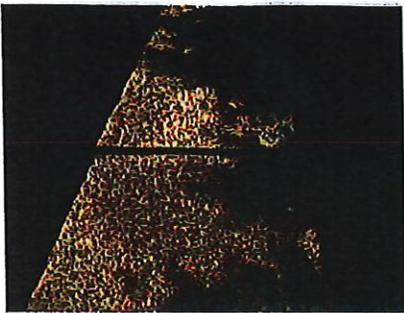
15 Senaca Dr



15 Senaca Dr.



602 Pitt La.



5804 Ottawa St.



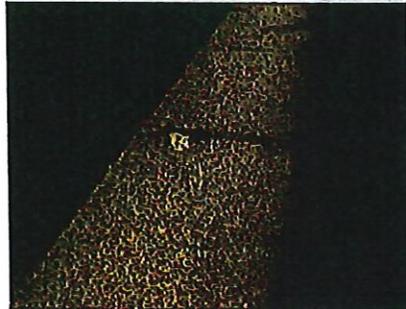
5807 Ottawa St.



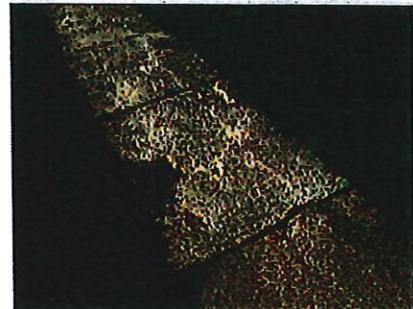
6006 Arapahoe Terr.



6008 Arapahoe Terr.



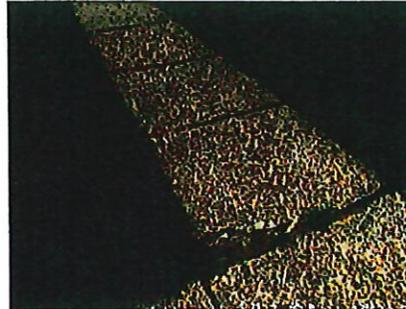
5811 Terrell Ave.



5901 Terrell Ave.



5902 Choctaw Dr.



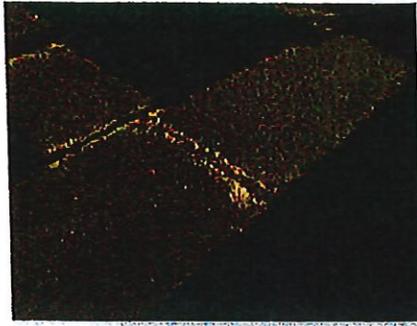
5909 Choctaw Dr.



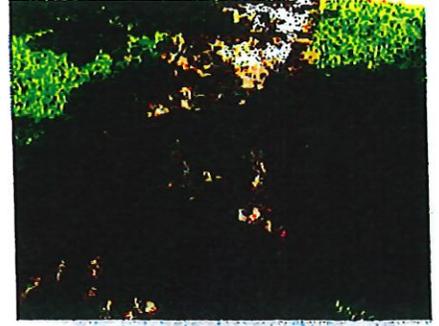
707 Quade St.



817 Quade St



821 Quade St



823 Quade St.



707 Quade St.