



PRELIMINARY ANNUAL BUDGET FISCAL YEAR 2020

William T. Martin, Mayor

Members of the City Council:

David W. Glenn, Council President

David A. Martin

James E. Ringsaker, Jr.

Jason G. Robertson

Cassandra B. Tomarchio

Carolyn J. Zinner

**CITY OF HAVRE DE GRACE PROPOSED BUDGET LEGISLATIVE
CALENDAR FOR FY 2020
(SOME DATES SUBJECT TO CHANGE)**

Submission of Preliminary Budget to City Council	March 18, 2019 @ 7 pm
Public Work Sessions	March 25, 2019 @ 6 pm (General Fund) April 8, 2019 @ 6 pm (Enterprise Funds) April 22, 2019 @ 6 pm (Final Review)
Constant Yield Tax Rate Public Hearing Advertisement	April 19, 2019 April 26, 2019
1. Tax Rate Ordinance 1st Reading and Adoption 2. Water/Sewer Rate 1st Reading and Adoption	April 15, 2019 @ 7 pm
1. Tax Rate Ordinance Public Hearing 2. Water/Sewer Rate Public Hearing	May 6, 2019 @ 6 pm
1. Tax Rate Ordinance 2nd Reading and Adoption 2. Water/Sewer Rate 2nd Reading and Adoption	May 20, 2019 @ 7 pm
Budget Ordinance 1st Reading and Adoption	June 3, 2019 @ 7 pm
Budget Ordinance Public Hearing	June 10, 2019 @ 6 pm
Budget Ordinance 2nd Reading and Adoption	June 17, 2019 @ 7 pm

Monday, March 18, 2019



INTER – CITY MEMORANDUM

To: Havre de Grace City Council and Citizens
From: Mayor William T. Martin
Date: March 18, 2019
RE: Fiscal 2020 Preliminary Budget

Citizens of Havre de Grace and Honorable Members of the Council,

Enclosed is my preliminary budget for fiscal 2020 for your consideration. I have decreased spending on City infrastructure significantly in the General Fund compared to prior years. I remain committed to improving our parks, museums and public social venues and I will continue searching for visionary partners to keep making progress in these areas.

For fiscal 2020 I am concentrating our resources on core service infrastructure within our Water/Sewer Fund 9. I have said repeatedly that I would not “kick the can down the road” for future Administrations to deal with. The fiscal 2020 budget includes requested funding to develop a long-term plan to make meaningful and timely replacements and improvements in our water distribution and wastewater collection systems.

The 2020 budget is a fiscally responsible budget and, with your approval, I am keeping real property tax rates and water/sewer metered usage fees at the 2019 levels.

My 2020 budget will result in real progress in our efforts to make the Water & Sewer Fund 9 more reliable long-term. I am in continued negotiations to sell our excess water capacity to neighboring communities and I am optimistic that, once completed, the additional usage will allow us to be even better situated to deal with the realities of an aging infrastructure.

General Fund 1

The General Fund 1 is expected to begin the year with a \$417,200 surplus. Expenditures and fund transfers are projected to exceed revenues by this same

\$417,200 million leaving the General Fund 1 balanced at year end as required by our charter.

Budgeted revenues are expected to be \$13.8 million in fiscal 2020; a \$573,100 decrease from the current year projected revenues, primarily due a reduction in anticipated State and County grant funds.

The Maryland Department of Assessments and Taxation estimates that net assessable real property tax base for Havre de Grace will decrease \$4.2 million for fiscal 2020. They are suggesting the tax rate be increased from \$0.565 to \$0.5666 to keep real property tax revenues constant (i.e., the Constant Yield Tax Rate). I am, however, proposing to maintain the real property tax rate its current \$0.565 per \$100 of assessed value. I am not increasing the tax rate, effectively reducing taxes, because I am seeking to increase water connection fees in 2020.

Overall spending is budgeted to be \$15.4 million, a decrease of \$1 million from projected spending for fiscal 2019. The capital program is budgeted to be almost \$1.6 million in fiscal 2020, a \$1 million decrease compared to the current year.

The City intends to continue its focus on storm water remediation in fiscal 2020. Previously, remediation efforts were heavily subsidized with grant funds from the Department of Natural Resources. While that is no longer the case for 2020, the City will continue to protect its most vital natural resource, the Chesapeake Bay. Rest assured that the City will continue to seek Federal, State and County funding but development of future projects will take time to plan and design.

Personnel costs will increase \$230,000, or 2.3% in fiscal 2020. This increase can be attributed mainly to a modest anticipated increase in healthcare premiums and to very modest increases in salaries consistent with the recommendations of the Benefits and Compensation Commission. Debt Service is anticipated to be unchanged.

Water and Sewer Fund 9

The Water and Sewer Fund 9 is expected to begin the year with a \$500,000 fund deficit. Budgeted revenues are projected to exceed expenditures by this same \$500,000 and bring the fund back into balance by the end of the year.

Anticipated residential development for fiscal 2020 is expected to return to a more traditional level in fiscal 2020. New connections have been set at 80 units, a level that has been met or exceeded in each of the last 3 years. This approach reduces estimated revenues by \$208,000.

I am proposing that the City increase its new service connection fees by \$1,300 to \$18,500 per new residence. Increasing connection fees was recommended by the Water & Sewer Commission and I am endorsing their recommendation. I also want to thank this group of citizens for their tireless efforts to find funding alternative recommendations as we reinvest in our infrastructure. Increasing the rate will recover half of the lost revenue resulting from reducing projected new development activity.

The City's infrastructure is rapidly aging and I believe that we must continue to address this issue head on. The fiscal 2020 budget includes \$2.7 million in needed rehabilitation to the water treatment plant along with planned engineering and design costs to develop a well thought out plan to replace the water and wastewater piping throughout the City.

The City borrowed \$2.4 million in fiscal 2016 to rehabilitate and upgrade the water treatment plant. That work is already under way and the fiscal 2020 budget anticipates completing that work.

Now we must turn our attention to the infrastructure that distributes the water throughout the City and collects the wastewater for treatment. Preliminary estimates are a sizable multi-year effort will be required and financing this effort solely through bonds will place a sizable burden on our users for many years. For fiscal 2020, together with the Water and Sewer Commission, the City intends to develop a plan to address this issue including a long-term financing plan.

It is apparent that revenues will have to increase to fund this effort. To that end, I am increasing the base fee charged per quarter from \$18.75 to \$20.00. I am also requesting Council approve an Infrastructure Replacement Program (IRP) fee that will be based on meter size. I have structured the fee so that the great majority of users will incur a fee of \$10 per month. As a result, projected revenues for fiscal 2020 are \$850,000 higher for the upcoming fiscal year.

I am not requesting a change to the metered usage rates for fiscal 2020. As proposed, I believe that the above new fee structure will generate adequate funds to develop a long-term plan to replace and upgrade our water/wastewater distribution systems. Further, when added to the projected revenue from our current operations, funding should be adequate for our operating needs, our debt service, and the most critical improvements to our infrastructure.

Marine Facilities Fund 8

The Marine Facilities Fund 8 is budgeted to begin fiscal 2020 with a surplus of \$545,000. The Marine Facilities Fund 8 is budgeted to end fiscal 2020 with a surplus of \$510,000. Operating revenues are budgeted to exceed expenses by \$25,000, while \$60,000 will be spent on capital improvements to the facility.

I trust you will find this preliminary budget provides a solid foundation for our joint efforts to continue revitalizing the City while also protecting our valued water resources.

Fund 1 - General Fund

FY 2020 vs FY 2019 vs FY 2018

	GENERAL FUND						Page
	ACTUAL FY 2018	ORIG. BGT. FY 2019	CURR. BGT. FY 2019	ACTUAL FY 2019	PROJECTED FY 2019	REQUESTED FY 2020	
Operating Revenues							
Taxes and Penalties	\$11,004,959	\$10,776,600	\$10,776,600	\$9,567,354	\$10,975,000	\$10,972,500	1
Intergovernmental	728,354	765,700	765,700	504,138	721,600	880,300	1
Licenses and Permits	482,715	286,600	286,600	217,452	291,600	291,600	1
Service Fees	109,713	115,900	115,900	85,576	111,200	113,800	1
Fines and Forfeitures	4,689	4,500	4,500	2,420	3,600	3,600	1
Grants	1,948,209	2,126,900	1,871,400	1,512,365	1,926,100	1,196,100	2
Miscellaneous	291,163	209,200	209,200	377,278	358,000	356,100	2
	<u>14,569,802</u>	<u>14,285,400</u>	<u>14,029,900</u>	<u>12,266,583</u>	<u>14,387,100</u>	<u>13,814,000</u>	
Operating Expenses							
Mayor	18,219	34,300	34,300	24,538	33,900	42,500	3
City Council	68,251	86,100	86,100	64,792	83,800	86,600	4
Administration	1,312,632	1,517,500	1,460,900	1,116,601	1,518,400	1,642,400	5-7
Registration & Elections	4,518	5,500	5,500	750	5,300	5,400	8
Legal Services	93,968	90,400	90,400	50,225	81,500	80,400	8
Casualty & Liability Insurance	106,435	127,500	127,500	105,709	115,500	127,300	8
Economic Development	419,329	187,200	187,200	149,648	199,900	200,600	9
Finance	738,414	782,600	782,600	565,243	778,100	794,700	10
Planning and Code Enforcement	581,334	623,400	640,000	425,674	602,100	759,000	11
Public Safety	5,059,707	5,630,500	5,592,800	3,884,276	5,404,800	5,453,300	12-13
Public Works	3,336,992	3,712,700	3,712,700	2,408,086	3,525,800	3,644,900	14-17
Service Organizations	11,500	13,500	13,500	12,500	13,500	12,500	18
Museums	60,000	60,000	60,000	60,000	60,000	60,000	18
Civic Groups	125,792	184,200	184,200	169,427	185,100	199,200	18
Ambulance Corps	96,600	96,600	96,600	72,450	96,600	96,600	18
Susquehanna Hose Co.	500,700	475,700	475,700	394,275	475,700	400,700	18
	<u>12,534,391</u>	<u>13,627,700</u>	<u>13,550,000</u>	<u>9,504,194</u>	<u>13,179,900</u>	<u>13,606,100</u>	
Capital Expenses							
Capital Equipment	190,051	235,000	380,900	264,322	382,000	87,000	20
Capital Projects	1,454,173	1,620,700	1,859,800	1,360,320	2,212,300	1,128,000	20
Debt Service	515,984	548,800	548,800	169,822	548,800	551,600	19
	<u>2,160,208</u>	<u>2,404,500</u>	<u>2,789,500</u>	<u>1,794,464</u>	<u>3,143,100</u>	<u>1,766,600</u>	
	<u>14,694,599</u>	<u>16,032,200</u>	<u>16,339,500</u>	<u>11,298,657</u>	<u>16,323,000</u>	<u>15,372,700</u>	
Fund Increase/(Decrease)	(124,797)	(1,746,800)	(2,309,600)	967,925	(1,935,900)	(1,558,700)	
Beginning Balance	45,825	607,600	1,170,400	1,214,729	1,214,700	417,200	2
Fund Transfers/Reserves	1,293,700	1,139,200	1,139,200	850,182	1,138,400	1,141,500	2
Fund Excess/(Deficiency)	<u>\$1,214,729</u>	<u>\$0</u>	<u>\$0</u>	<u>\$3,032,836</u>	<u>\$417,200</u>	<u>\$0</u>	

GENERAL FUND OPERATING REVENUES

Account No.	Description	Actual FY 2018	Original Budget FY 2019	Current Budget FY 2019	YTD Actual FY 2019	Projected FY 2019	Requested Budget FY 2020
TAXES							
01-0001-41-01	Real Property Taxes	8,073,893	8,096,700	8,096,700	8,317,630	8,317,600	8,317,600
01-0001-41-06	Critical Area Tax	42,256	42,400	42,400	43,193	43,200	43,200
01-0001-41-12	Pers Prop, Unincorporated	8,428	7,100	7,100	8,665	9,000	8,600
01-0001-41-13	Pers Prop, RR/Utilities	189,193	196,400	196,400	202,391	202,400	209,900
01-0001-41-14	Pers Prop, Incorporated	225,042	222,500	222,500	208,129	213,800	204,200
01-0001-41-20	Penalties, Real Property	45,262	46,200	46,200	27,445	39,900	39,900
01-0001-41-23	Penalties, Personal Property Taxes	1,821	11,300	11,300	7,554	7,600	7,600
01-0001-41-41	Income Tax - City Share	2,010,211	1,956,100	1,956,100	606,130	1,956,100	1,956,100
01-0001-41-58	Pole and Conduit Tax	70,120	70,100	70,100	70,440	70,400	70,400
01-0001-41-61	Admissions & Amusements	284,324	83,600	83,600	50,722	67,400	67,400
01-0001-41-62	Hotel/Motel Tax	39,102	28,900	28,900	25,056	32,300	32,300
01-0001-41-95	County Pmts In Lieu of Taxes	15,308	15,300	15,300		15,300	15,300
	Subtotal - Taxes	11,004,959	10,776,600	10,776,600	9,567,354	10,975,000	10,972,500
INTERGOVERNMENTAL							
01-0001-43-33	State Police Protection	271,109	269,400	269,400	130,346	260,700	260,700
01-0001-43-51	Highway User Fees	414,763	453,400	453,400	373,792	418,400	577,100
01-0001-43-63	Enterprise Zone Credit Reimb	42,482	42,900	42,900		42,500	42,500
	Subtotal - Intergovernmental	728,354	765,700	765,700	504,138	721,600	880,300
LICENSES AND PERMITS							
01-0001-42-21	Beer, Wine, Liquor License		10,900	10,900			
01-0001-42-23	Trader Licenses	17,460	1,700	1,700	1,087	1,500	1,500
01-0001-42-32	Building Permits	302,253	137,400	137,400	98,734	135,700	135,700
01-0001-42-34	Cable TV License Fee	162,997	136,600	136,600	117,631	154,400	154,400
01-0001-42-41	Bicycle Permits	6					
	Subtotal - Licenses/Permits	482,715	286,600	286,600	217,452	291,600	291,600
GENERAL SERVICE FEES							
01-0001-44-15	Rent - American Tower	43,856	46,100	46,100	30,853	46,400	48,700
01-0001-44-16	Rent - Visitors Center	1,000	1,000	1,000	1,200	1,000	1,000
01-0001-44-30	Rent-Tydings Concession	9,605	10,800	10,800	7,355	11,200	11,500
01-0001-44-32	Backfin Blues Creole de Graw-Leas	1,400	1,400	1,400	1,050	1,400	1,400
01-0001-44-34	Rent - M/V Summer Breeze LLC	5,568	11,100	11,100	5,568	5,600	5,600
01-0001-44-35	Rent - Upper Chesapeake (Lodge La	3,302	3,300	3,300	3,302	3,300	3,300
01-0001-44-37	Candidate Filing Fees	350	400	400	300	300	300
01-0001-44-43	Engineering Svcs. Reimb.		2,500	2,500			
01-0001-44-49	Firing Range Rental-Unbilled	14,694	14,700	14,700	28,300	28,300	28,300
01-0001-44-51	Firing Range Reimbursement-Billed	6,800	6,700	6,700	3,600	5,400	5,400
01-0001-44-52	Administrative Fees	21,749	15,800	15,800	2,649	6,900	6,900
01-0001-44-54	Board of Appeals Fees	1,389	2,100	2,100	1,400	1,400	1,400
	Subtotal - Service Fees	109,713	115,900	115,900	85,576	111,200	113,800
FINES/FORFEITURES							
01-0001-45-01	City Ord Violations	3,474	3,400	3,400	1,400	2,300	2,300
01-0001-45-02	Police Misc Income	1,215	1,100	1,100	1,020	1,300	1,300
	Subtotal - Fines/Forfeitures	4,689	4,500	4,500	2,420	3,600	3,600

GENERAL FUND OPERATING REVENUES

Account No.	Description	Actual FY 2018	Original Budget FY 2019	Current Budget FY 2019	YTD Actual FY 2019	Projected FY 2019	Requested Budget FY 2020
GRANTS							
01-0001-48-34	State Grants	140,635	256,000				
01-0001-48-36	MHAA Grant	129,000	25,000	105,000	25,000	105,000	
01-0001-48-65	County Grants - Fin. Inst.	5,088	5,100	5,100	5,088	5,100	5,100
01-0001-48-75	County Grants - Parks & Rec.	83,680	204,500				
01-0001-48-80	County Grants - Police Diff.	1,124,991	1,125,000	1,125,000	891,092	1,188,100	1,188,100
01-0001-48-81	Mini Police Grants	13,048	11,300	11,300	2,197	2,900	2,900
01-0001-48-96	DNR Open Space Grants	264,407		625,000	588,988	625,000	
01-0001-48-97	CDBG Grant	187,360	500,000				
	Subtotal - Grants/Bonds	1,948,209	2,126,900	1,871,400	1,512,365	1,926,100	1,196,100
MISCELLANEOUS							
01-0001-46-04	Contrib & Donations	9,265	8,200	8,200	19,964	22,200	22,200
01-0001-46-08	Sale of Surplus Property	2,445	2,300	2,300	6,211	6,800	6,800
01-0001-46-22	Interest Income	64,555	47,800	47,800	74,686	87,600	87,600
01-0001-46-28	Misc Revenues	11,015	10,400	10,400	7,081	9,900	9,900
01-0001-46-29	Misc Revenues - Billed	2,721	2,500	2,500	4,120	4,800	4,800
01-0001-46-39	Expense Reimbursements - Billed	43,075	18,500	18,500	42,487	47,500	47,500
01-0001-46-40	Expense Reimbursement	147,051	108,000	108,000	137,155	166,200	166,200
01-0001-46-50	Misc AR Penalties	4,214	4,300	4,300	5,124	6,200	6,200
01-0001-46-53	Tipping Fee				75,169		
01-0001-46-76	Tourism Sales	2,122	2,500	2,500	2,180	2,900	1,000
01-0001-46-77	Tourism Advertising Revenue	500	500	500		500	500
01-0001-46-78	Tourism Advertising - Guide	4,200	4,200	4,200	3,100	3,400	3,400
	Subtotal - Miscellaneous	291,163	209,200	209,200	377,278	358,000	356,100
TRANSFERS IN/(OUT)							
01-0001-49-43	Distributed Expenses	1,080,300	1,152,900	1,152,900	864,675	1,152,900	1,184,700
01-0001-49-00	Fund Transfers (Promenade)	43,700			(14,493)		
01-0001-49-00	Fund Transfers (Critical Area)	74,100	(13,700)	(13,700)		(14,500)	(43,200)
01-0001-49-00	Fund Transfers (Slip User)	95,600					
01-0001-49-98	Short Term Enterprise Fund	(433,359)					
01-0001-49-98	Unrestricted Fund Balance	479,184	607,600	1,170,400	1,214,729	1,214,700	417,200
	Subtotal - Transfers/Reserves	1,339,525	1,746,800	2,309,600	2,064,911	2,353,100	1,558,700
	TOTAL REVENUES	15,909,327	16,032,200	16,339,500	14,331,494	16,740,200	15,372,700

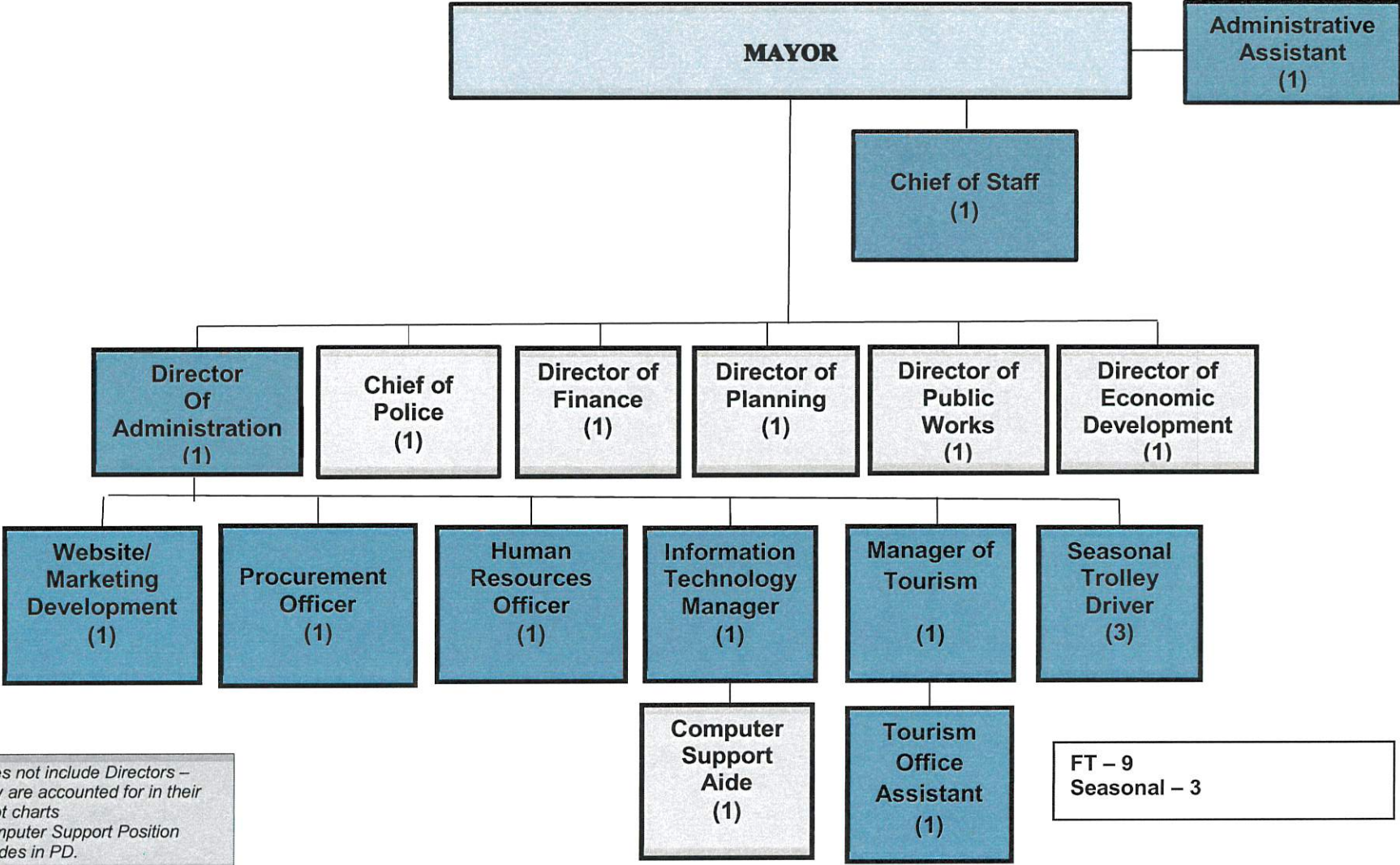
MAYOR

Account No.	Description	Actual FY 2018	Original Budget FY 2019	Current Budget FY 2019	YTD Actual FY 2019	Projected FY 2019	Requested Budget FY 2020
EMPLOYEE-RELATED EXPENSES							
01-1031-5001	Salaries - Regular Time	7,800	18,200	18,200	12,900	17,800	18,200
01-1031-5022	FICA Expense	597	1,400	1,400	987	1,400	1,400
01-1031-5031	Workman's Comp	177	200	200	126	200	200
	Subtotal - Employee	8,574	19,800	19,800	14,013	19,400	19,800
NON-EMPLOYEE-RELATED EXPENSES							
01-1031-6276	Professional Services	330	300	300		100	300
01-1031-6277	Travel Expense	2,476	1,400	1,400	640	1,000	2,000
01-1031-6282	Office Supplies	1,148	400	400	645	800	1,000
01-1031-6283	Public Relations	5,691	12,400	12,400	9,240	12,600	19,400
	Subtotal - Non-Employee	9,645	14,500	14,500	10,526	14,500	22,700
	TOTAL - MAYOR	18,219	34,300	34,300	24,538	33,900	42,500

CITY COUNCIL

Account No.	Description	Actual FY 2018	Original Budget FY 2019	Current Budget FY 2019	YTD Actual FY 2019	Projected FY 2019	Requested Budget FY 2020
EMPLOYEE-RELATED EXPENSES							
01-1011-5001	Salaries - Regular Time	30,700	46,800	46,800	32,850	45,500	46,800
01-1011-5022	FICA Expense	2,349	3,600	3,600	2,513	3,500	3,600
01-1011-5031	Workman's Comp	177	100	100	65	100	100
	Subtotal - Employee	33,226	50,500	50,500	35,428	49,100	50,500
NON-EMPLOYEE-RELATED EXPENSES							
01-1011-6062	Dues and Subscriptions	15,623	15,600	15,600	16,375	16,400	15,800
01-1011-6070	Printing and Publishing	1,261	800	800	90	300	200
01-1011-6277	Travel Expense	6,739	5,900	5,900	3,815	5,400	6,200
01-1011-6283	Public Relations	10,955	12,800	12,800	8,981	12,400	13,400
01-1011-6290	Misc Operating Costs	448	500	500	102	200	500
	Subtotal - Non-Employee	35,025	35,600	35,600	29,363	34,700	36,100
	TOTAL - CITY COUNCIL	68,251	86,100	86,100	64,792	83,800	86,600

CITY OF HAVRE DE GRACE – ADMINISTRATION



*Does not include Directors – they are accounted for in their Dept charts
Computer Support Position resides in PD.*

Funded by fund 1

FT – 9
Seasonal – 3

ADMINISTRATION OFFICES

Account No.	Description	Actual FY 2018	Original Budget FY 2019	Current Budget FY 2019	YTD Actual FY 2019	Projected FY 2019	Requested Budget FY 2020
EMPLOYEE-RELATED EXPENSES							
01-1091-5001	Salaries - Regular Time	494,559	426,400	426,400	334,386	449,200	503,100
01-1091-5004	Salaries - Overtime	7,039	2,000	2,000	5,742	6,300	
01-1091-5007	Salaries - Seasonal		19,500	19,500		5,300	19,500
01-1091-5013	Salaries - Sick Leave	40,227	22,900	22,900	36,031	42,200	25,800
01-1091-5016	Salaries - Annual Leave	38,994	25,700	25,700	35,744	42,700	27,400
01-1091-5019	Salaries - Personal Leave	4,801	7,400	7,400	4,398	6,400	8,400
01-1091-5022	FICA Expense	35,084	38,500	38,500	31,367	41,700	44,700
01-1091-5023	Unemployment Claims						
01-1091-5028	Hospitalization	45,244	62,000	62,000	36,782	53,500	83,600
01-1091-5030	Retirees' Medical Benefits	90,145	129,800	129,800	106,142	127,800	133,700
01-1091-5031	Workman's Comp	1,383	1,800	1,800	1,151	1,600	1,000
01-1091-5040	Retirement	17,250	21,400	21,400	17,625	23,000	24,400
01-1091-5045	Actuarial & Pension Services	5,765	3,300	3,300	2,631	3,500	3,900
	Subtotal - Employee	780,492	760,700	760,700	612,000	803,200	875,500
NON-EMPLOYEE-RELATED EXPENSES							
01-1091-6025	Medical Testing & Supplies	7,345	14,000	14,000	5,635	9,400	10,000
01-1091-6062	Dues and Subscriptions	6,563	8,000	8,000	5,278	7,400	7,000
01-1091-6067	Postage	22,016	25,000	25,000	14,115	20,800	23,000
01-1091-6192	City Buildings Water & Sewer	21,337	25,000	25,000	12,841	25,300	26,600
01-1091-6207	City Events	52,119					
01-1091-6223	Contrib to Liq Board	1,529	1,800	1,800	1,529		1,800
01-1091-6276	Professional Services	20,719	13,000	13,000	5,914	9,400	13,000
01-1091-6277	Travel Expense	4,267	4,700	4,700	312	1,600	2,500
01-1091-6278	Employee Development	22,275	25,500	14,700	12,018	16,000	20,000
01-1091-6280	Utilities	23,013	26,000	26,000	17,502	26,200	26,500
01-1091-6282	Office Supplies	15,830	14,000	14,000	6,416	10,200	13,000
01-1091-6283	Public Relations	26,834	24,800	19,000	20,613	42,500	40,000
01-1091-6284	Vehicle Maintenance	2,609	2,000	2,000	616	1,200	2,000
01-1091-6286	Vehicle Fuel	708	700	700	472	700	700
	Subtotal - Non-Employee	227,163	184,500	167,900	103,261	170,700	186,100
	TOTAL - ADMINISTRATION	1,007,655	945,200	928,600	715,261	973,900	1,061,600

TOURISM

Account No.	Description	Actual FY 2018	Original Budget FY 2019	Current Budget FY 2019	YTD Actual FY 2019	Projected FY 2019	Requested Budget FY 2020
EMPLOYEE-RELATED EXPENSES							
01-1092-5001	Salaries - Regular Time		91,700	91,700	67,201	91,900	93,500
01-1092-5004	Salaries - Overtime		500	500	583	700	700
01-1092-5013	Salaries - Sick Leave		4,700	4,700	3,299	4,600	4,800
01-1092-5016	Salaries - Annual Leave		3,800	3,800	3,228	4,300	3,900
01-1092-5019	Salaries - Personal Leave		1,600	1,600	91	500	1,600
01-1092-5022	FICA Expense		7,800	7,800	5,204	7,300	8,000
01-1092-5023	Unemployment Claims						
01-1092-5028	Hospitalization		51,600	51,600	28,404	42,300	57,100
01-1092-5031	Workman's Comp		200	200	126	200	200
01-1092-5040	Retirement		5,500	5,500	4,050	5,400	5,500
01-1092-5045	Actuarial & Pension Services		900	900	732	1,000	900
	Subtotal - Employee		168,300	168,300	112,919	158,200	176,200
NON-EMPLOYEE-RELATED EXPENSES							
01-1092-6062	Dues and Subscriptions		2,000	2,000	850	1,400	1,000
01-1092-6067	Postage		500	500	12	100	300
01-1092-6070	Printing and Publishing		16,000	16,000	17,549	21,900	15,000
01-1092-6130	Items for Resale		2,500	2,500	958	1,600	1,000
01-1092-6277	Travel Expense		3,000	3,000	2,011	2,800	2,000
01-1092-6280	Utilities		1,900	1,900	1,210	1,700	1,700
01-1092-6282	Office Supplies		1,000	1,000	1,067	1,300	1,000
01-1092-6283	Public Relations		8,700	8,700	4,605	6,900	1,000
01-1092-6288	Advertising		56,500	56,500	38,643	53,900	60,000
	Subtotal - Non-Employee		92,100	92,100	66,906	91,600	83,000
	TOTAL - TOURISM		260,400	260,400	179,825	249,800	259,200

INFORMATION TECHNOLOGY

Account No.	Description	Actual FY 2018	Original Budget FY 2019	Current Budget FY 2019	YTD Actual FY 2019	Projected FY 2019	Requested Budget FY 2020
EMPLOYEE-RELATED EXPENSES							
01-1094-5001	Salaries - Regular Time	66,410	66,100	66,100	52,634	70,400	67,200
01-1094-5004	Salaries - Overtime	1,958	1,500	1,500	852	1,300	1,100
01-1094-5013	Salaries - Sick Leave	3,341	3,400	3,400		900	3,500
01-1094-5016	Salaries - Annual Leave	3,341	3,400	3,400	746	1,700	3,500
01-1094-5019	Salaries - Personal Leave	1,114	1,100	1,100	1,136	1,400	1,200
01-1094-5022	FICA Expense	5,646	5,800	5,800	3,922	5,500	5,900
01-1094-5023	Unemployment Claims						
01-1094-5028	Hospitalization	16,601	26,300	26,300	19,415	26,500	29,000
01-1094-5031	Workman's Comp	177	200	200	126	200	100
01-1094-5040	Retirement	3,900	4,000	4,000	2,925	3,900	4,000
01-1094-5045	Actuarial & Pension Services	808	600	600	475	600	600
	Subtotal - Employee	103,294	112,400	112,400	82,231	112,400	116,100
NON-EMPLOYEE-RELATED EXPENSES							
01-1094-6075	Office Machine Rental	33,437	30,000	30,000	17,782	25,900	30,000
01-1094-6137	Other Supplies & Materials	3,042	3,000	3,000	1,612	2,400	3,000
01-1094-6155	Equipment Maintenance	85,934	90,500	90,500	98,314	122,700	95,500
01-1094-6281	Communications	34,827	33,600	33,600	20,137	29,200	34,600
01-1094-6285	Office Equipment	44,444	42,400	2,400	1,440	2,100	42,400
	Subtotal - Non-Employee	201,683	199,500	159,500	139,285	182,300	205,500
	TOTAL - IT	304,977	311,900	271,900	221,516	294,700	321,600

REGISTRATION AND ELECTIONS, LEGAL SERVICES, AND INSURANCE

Account No.	Description	Actual FY 2018	Original Budget FY 2019	Current Budget FY 2019	YTD Actual FY 2019	Projected FY 2019	Requested Budget FY 2020
REGISTRATION AND ELECTIONS							
01-1041-5007	Salaries - Seasonal	2,455	2,500	2,500		2,500	2,500
01-1041-5022	FICA Expense		200	200			200
01-1041-6145	Facility Rental	750	800	800	750	800	800
01-1041-6282	Office Supplies	675	700	700		700	700
01-1041-6283	Public Relations	638	1,300	1,300		1,300	1,200
	TOTAL - REGISTRITN/ELECTIONS	4,518	5,500	5,500	750	5,300	5,400
LEGAL SERVICES							
01-1061-6061	Legal Services - Council	93,968	90,400	90,400	50,225	81,500	80,400
	TOTAL - LEGAL SERVICES	93,968	90,400	90,400	50,225	81,500	80,400
INSURANCE							
01-2400-6125	Consulting Fees	275	1,500	1,500	110	500	1,500
01-2400-6200	Casualty Insurance	106,160	111,000	111,000	105,599	111,000	110,800
01-2400-6290	Unemployment Insurance		15,000	15,000		4,000	15,000
	TOTAL - INSURANCE	106,435	127,500	127,500	105,709	115,500	127,300

DEPARTMENT OF ECONOMIC DEVELOPMENT

Director of Economic Development

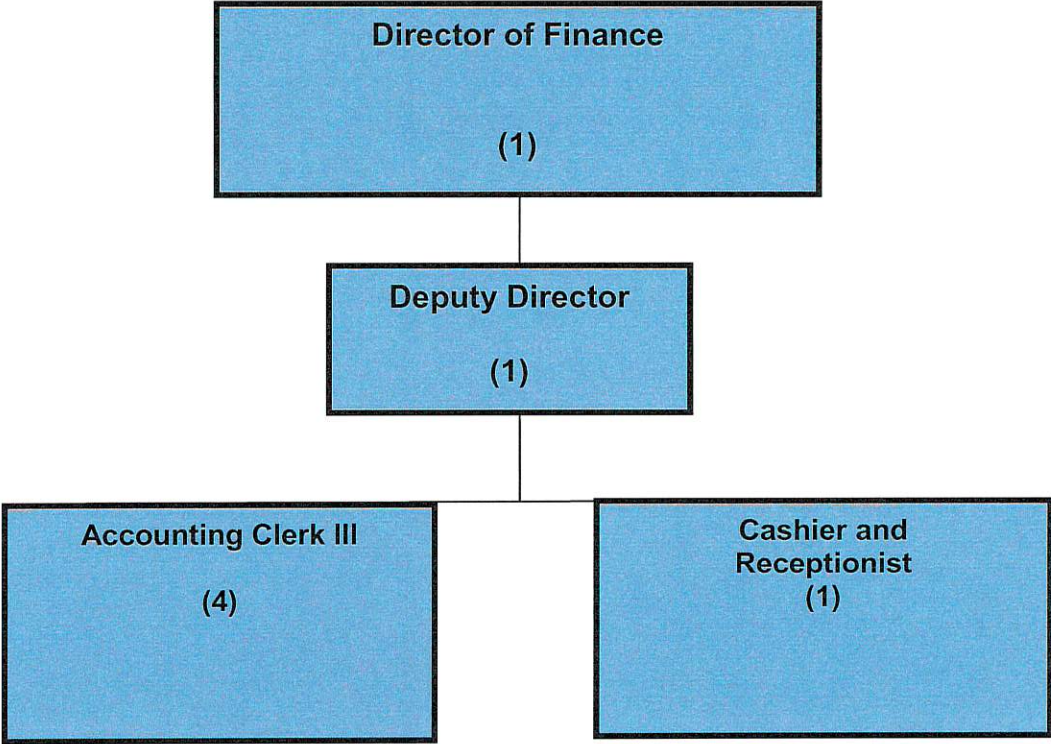
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ECONOMIC DEVELOPMENT

Account No.	Description	Actual FY 2018	Original Budget FY 2019	Current Budget FY 2019	YTD Actual FY 2019	Projected FY 2019	Requested Budget FY 2020
EMPLOYEE-RELATED EXPENSES							
01-1071-5001	Salaries - Regular Time	169,959	75,700	75,700	64,467	84,800	80,100
01-1071-5004	Salaries - Overtime	327					
01-1071-5013	Salaries - Sick Leave	9,254	4,200	4,200	272	1,400	4,400
01-1071-5016	Salaries - Annual Leave	10,289	8,300	8,300	4,351	6,600	8,700
01-1071-5019	Salaries - Personal Leave	2,113	1,400	1,400	579	1,000	1,500
01-1071-5022	FICA Expense	13,770	6,900	6,900	5,224	7,100	7,200
01-1071-5023	Unemployment Claims						
01-1071-5028	Hospitalization	38,210	11,300	11,300	6,273	9,300	12,400
01-1071-5031	Workman's Comp	346	200	200	126	200	200
01-1071-5040	Retirement	7,900	4,900	4,900	3,575	4,800	5,000
01-1071-5045	Actuarial & Pension Services	2,504	800	800	636	900	800
	Subtotal - Employee	254,672	113,700	113,700	85,503	116,100	120,300
NON-EMPLOYEE-RELATED EXPENSES							
01-1071-6062	Dues and Subscriptions	1,254	2,500	2,500	1,732	2,400	2,500
01-1071-6067	Postage	46	400	400	2	100	300
01-1071-6070	Printing and Publishing	16,622	5,000	5,000		1,300	4,000
01-1071-6130	Items for Resale	7,100					
01-1071-6206	Economic Development Activities	8,259	15,000	15,000	11,158	15,200	15,000
01-1071-6276	Professional Services	57,540	32,500	32,500	45,192	53,900	45,000
01-1071-6277	Travel Expense	7,908	5,000	5,000	1,561	2,900	4,500
01-1071-6278	Employee Development	2,073	3,300	3,300	1,204	2,100	
01-1071-6280	Utilities	1,666					
01-1071-6282	Office Supplies	2,422	800	800	123	300	800
01-1071-6283	Public Relations	7,319	5,000	5,000	2,646	4,000	4,500
01-1071-6288	Advertising	52,447	4,000	4,000	527	1,600	3,700
	Subtotal - Non-Employee	164,657	73,500	73,500	64,145	83,800	80,300
	TOTAL - ECON. DEV.	419,329	187,200	187,200	149,648	199,900	200,600

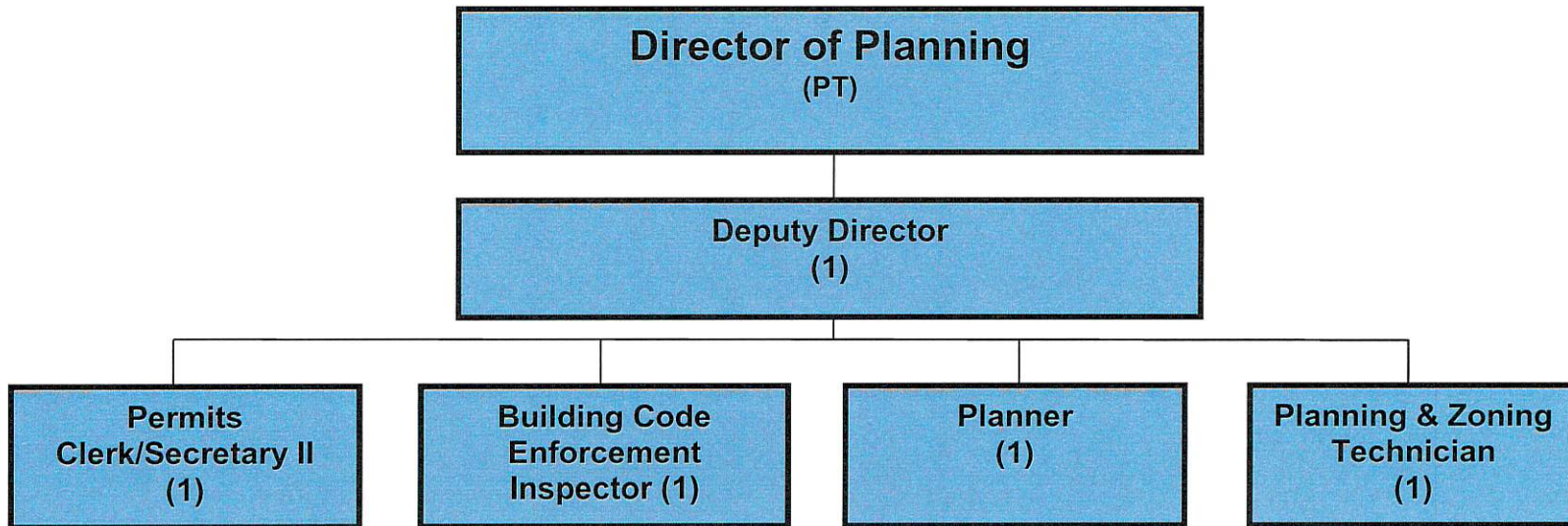
DEPARTMENT OF FINANCE



FINANCE

Account No.	Description	Actual FY 2018	Original Budget FY 2019	Current Budget FY 2019	YTD Actual FY 2019	Projected FY 2019	Requested Budget FY 2020
EMPLOYEE-RELATED EXPENSES							
01-1051-5001	Salaries - Regular Time	451,426	434,700	434,700	313,597	430,600	444,700
01-1051-5004	Salaries - Overtime	394	400	400		100	
01-1051-5013	Salaries - Sick Leave	24,726	22,900	22,900	12,399	18,600	23,400
01-1051-5016	Salaries - Annual Leave	31,583	32,000	32,000	42,513	51,100	31,700
01-1051-5019	Salaries - Personal Leave	5,410	7,600	7,600	1,458	3,500	7,800
01-1051-5022	FICA Expense	36,946	38,100	38,100	27,257	37,500	38,800
01-1051-5023	Unemployment Claims						
01-1051-5028	Hospitalization	89,671	136,600	136,600	86,893	123,700	137,400
01-1051-5031	Workman's Comp	1,038	1,100	1,100	704	1,000	900
01-1051-5040	Retirement	27,490	30,100	30,100	22,064	32,300	30,600
01-1051-5045	Actuarial & Pension Services	5,955	4,700	4,700	3,733	5,000	5,000
	Subtotal - Employee	674,638	708,200	708,200	510,617	703,400	720,300
NON-EMPLOYEE-RELATED EXPENSES							
01-1051-6000	Bad Debts	1,600					
01-1051-6080	Bank Service Charges	20,247	27,500	27,500	17,024	24,400	27,500
01-1051-6276	Professional Services	34,565	39,600	39,600	33,500	44,200	39,600
01-1051-6277	Travel Expense	348	1,800	1,800		500	1,800
01-1051-6282	Office Supplies	7,015	5,500	5,500	4,102	5,600	5,500
	Subtotal - Non-Employee	63,775	74,400	74,400	54,625	74,700	74,400
	TOTAL - FINANCE	738,414	782,600	782,600	565,243	778,100	794,700

DEPARTMENT OF PLANNING

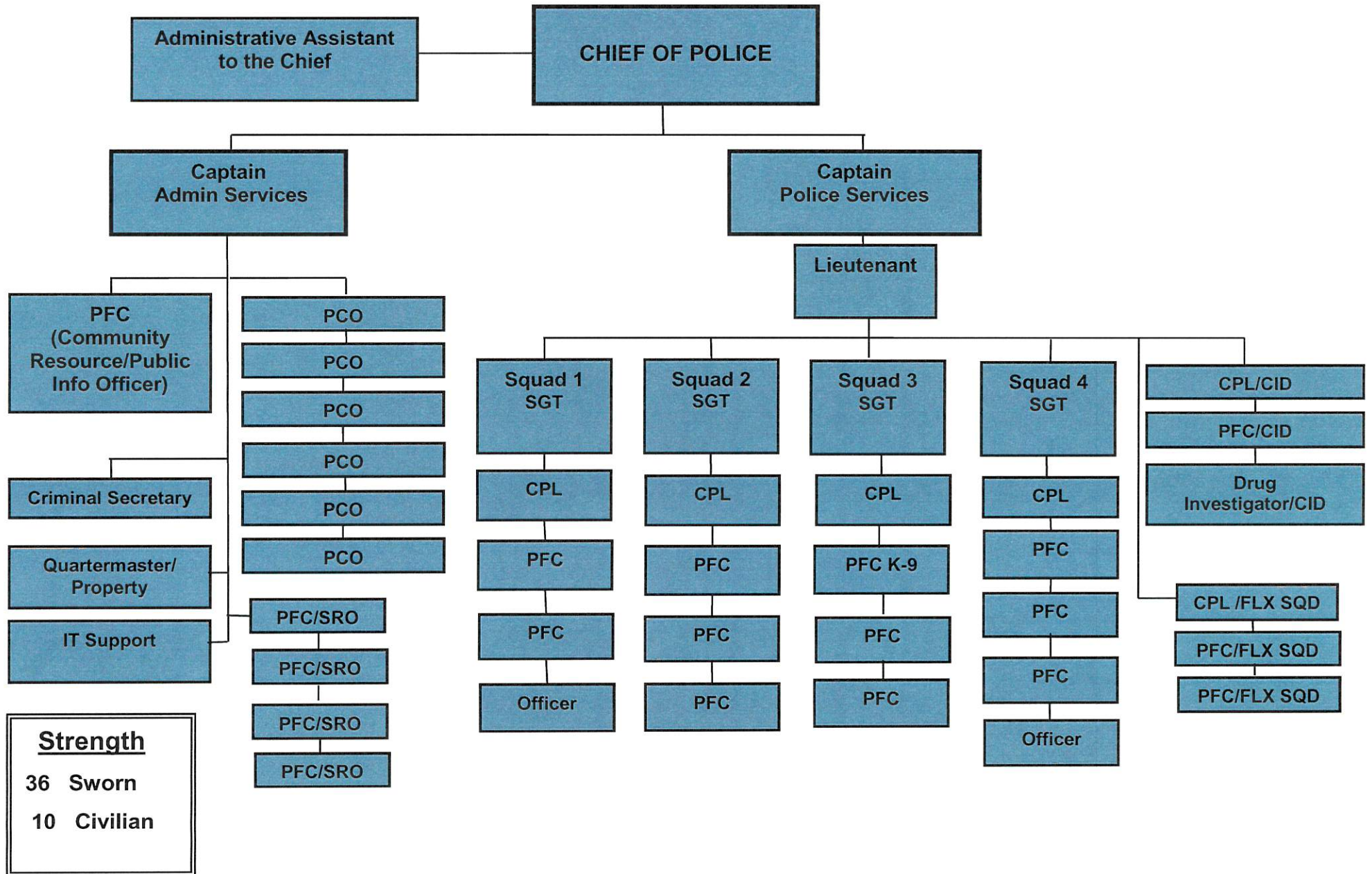


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PLANNING AND CODE ENFORCEMENT

Account No.	Description	Actual FY 2018	Original Budget FY 2019	Current Budget FY 2019	YTD Actual FY 2019	Projected FY 2019	Requested Budget FY 2020
EMPLOYEE-RELATED EXPENSES							
01-1089-5001	Salaries - Regular Time	350,365	380,100	380,100	247,893	350,200	430,300
01-1089-5004	Salaries - Overtime	255	300	300	736	800	1,000
01-1089-5013	Salaries - Sick Leave	16,349	15,700	15,700	8,053	12,300	22,000
01-1089-5016	Salaries - Annual Leave	22,625	15,200	15,200	12,993	17,100	18,600
01-1089-5019	Salaries - Personal Leave	6,690	5,200	5,200	5,227	6,600	7,300
01-1089-5022	FICA Expense	31,789	31,900	31,900	20,138	28,700	36,700
01-1089-5023	Unemployment Claims						
01-1089-5028	Hospitalization	48,288	88,300	88,300	50,232	74,000	126,400
01-1089-5031	Workman's Comp	6,935	8,700	8,700	5,568	7,900	9,200
01-1089-5040	Retirement	17,325	18,400	18,400	10,100	19,300	28,700
01-1089-5045	Actuarial & Pension Services	4,269	2,900	2,900	2,308	3,100	4,600
	Subtotal - Employee	504,889	566,700	566,700	363,248	520,000	684,800
NON-EMPLOYEE-RELATED EXPENSES							
01-1089-6161	Uniform Expense	1,533	700	700	733	900	900
01-1089-6183	Planning Commission	30	2,000	2,000		500	500
01-1089-6197	Historic Dist Comm	3,867	4,000	4,000	3,156	4,200	3,500
01-1089-6198	Board of Appeals	2,341	2,000	2,000	936	1,500	2,500
01-1089-6275	County Inspections	43,929	25,000	25,000	24,536	31,300	30,000
01-1089-6276	Professional Services	14,173	15,000	31,600	30,447	39,000	30,000
01-1089-6277	Travel Expense	1,628	1,000	1,000	513	800	2,000
01-1089-6282	Office Supplies	718			345	300	300
01-1089-6284	Vehicle Maintenance	3,130	2,000	2,000	683	1,200	2,000
01-1089-6286	Vehicle Fuel	5,095	5,000	5,000	1,078	2,400	2,500
	Subtotal - Non-Employee	76,444	56,700	73,300	62,426	82,100	74,200
	TOTAL - PLANNING/CODE ENFOR	581,334	623,400	640,000	425,674	602,100	759,000

Havre de Grace Police Department Organizational Chart Fiscal Year 2019-2020



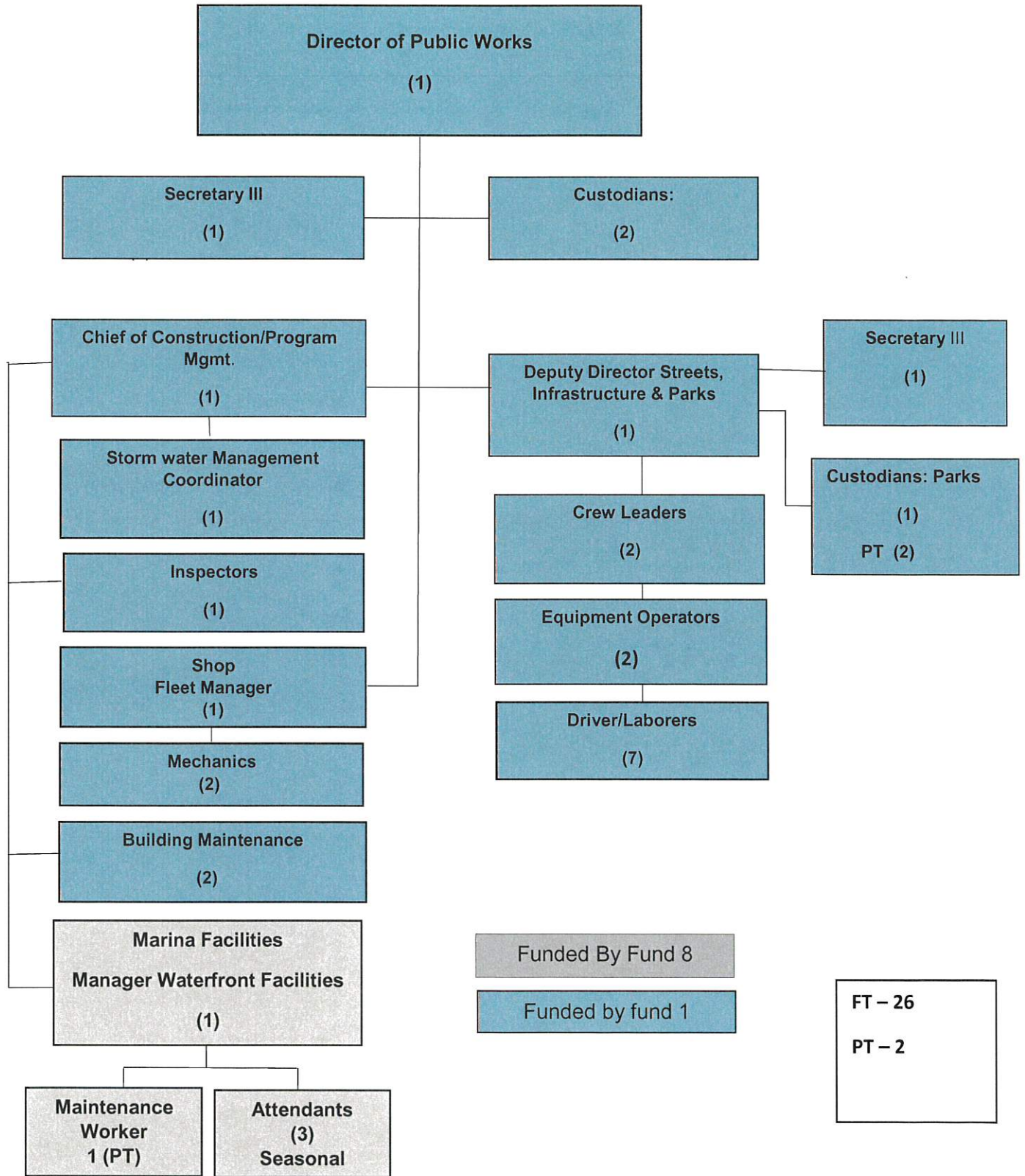
POLICE ADMINISTRATION

Account No.	Description	Actual FY 2018	Original Budget FY 2019	Current Budget FY 2019	YTD Actual FY 2019	Projected FY 2019	Requested Budget FY 2020
EMPLOYEE-RELATED EXPENSES							
01-1111-5001	Salaries - Regular Time	449,967	449,500	449,500	321,486	442,500	425,300
01-1111-5004	Salaries - Overtime	14,784	10,000	10,000	16,149	18,800	10,000
01-1111-5013	Salaries - Sick Leave	(39,491)	23,600	23,600	14,859	21,200	22,200
01-1111-5016	Salaries - Annual Leave	31,300	31,300	31,300	22,369	30,800	27,100
01-1111-5019	Salaries - Personal Leave	3,495	7,900	7,900	1,633	3,800	7,400
01-1111-5022	FICA Expense	38,785	40,000	40,000	27,674	38,400	37,600
01-1111-5023	Unemployment Claims						
01-1111-5028	Hospitalization	102,860	159,900	159,900	76,806	119,900	177,300
01-1111-5031	Workman's Comp	1,215	1,100	1,100	704	1,000	900
01-1111-5040	Retirement	28,475	27,600	27,600	18,550	25,500	28,500
01-1111-5045	Actuarial & Pension Services	7,760	4,300	4,300	3,429	4,600	4,600
	Subtotal - Employee	639,151	755,200	755,200	503,660	706,500	740,900
NON-EMPLOYEE-RELATED EXPENSES							
01-1111-6067	Postage	616	500	500	38	200	500
01-1111-6153	Range Maintenance	3,888	55,300	55,300	36,925	75,300	5,000
01-1111-6160	Legal Services	4,366	4,300	4,300	1,598	2,800	2,300
01-1111-6274	Grounds Maintenance	2,118	800	800	953	1,200	
01-1111-6275	Mandated Tests & Related Sup	6,187	10,000	10,000	3,472	6,200	5,000
01-1111-6276	Professional Services	8,744	4,500	4,500	3,841	5,100	2,000
01-1111-6277	Travel Expense	2,778	4,000	4,000	2,497	3,600	2,000
01-1111-6280	Utilities	44,520	42,700	42,700	29,852	44,100	44,500
01-1111-6281	Communications	27,513	29,100	29,100	18,417	26,300	20,000
01-1111-6282	Office Supplies	5,837	3,900	3,900	3,787	4,800	4,000
01-1111-6283	Public Relations	8,293	9,000	9,000	10,653	13,100	3,000
01-1111-6285	Office Equipment	18,452	18,000	18,000	13,327	18,200	11,100
	Subtotal - Non-Employee	133,314	182,100	182,100	125,360	200,900	99,400
	TOTAL - POLICE ADMINISTRATI	772,465	937,300	937,300	629,020	907,400	840,300

POLICE PATROL AND INVESTIGATION

Account No.	Description	Actual FY 2018	Original Budget FY 2019	Current Budget FY 2019	YTD Actual FY 2019	Projected FY 2019	Requested Budget FY 2020
EMPLOYEE-RELATED EXPENSES							
01-1112-5001	Salaries - Regular Time	2,225,867	2,192,700	2,192,700	1,631,212	2,221,600	2,186,900
01-1112-5004	Salaries - Overtime	175,918	170,000	170,000	154,311	200,100	150,000
01-1112-5013	Salaries - Sick Leave	(19,000)	108,900	108,900	64,270	93,600	108,000
01-1112-5016	Salaries - Annual Leave	145,063	125,600	125,600	111,971	145,800	118,300
01-1112-5019	Salaries - Personal Leave	14,382	36,300	36,300	14,320	24,100	35,800
01-1112-5022	FICA Expense	195,554	201,500	201,500	146,384	200,600	198,800
01-1112-5023	Unemployment Claims						
01-1112-5028	Hospitalization	336,780	513,000	513,000	320,622	458,700	568,300
01-1112-5031	Workman's Comp	188,972	185,800	185,800	118,927	169,000	185,400
01-1112-5040	Retirement	676,438	745,900	745,900	494,424	683,700	745,400
01-1112-5045	Actuarial & Pension Services	84,536	116,100	116,100	46,424	77,700	119,700
	Subtotal - Employee	4,024,510	4,395,800	4,395,800	3,102,866	4,274,900	4,416,600
NON-EMPLOYEE-RELATED EXPENSES							
01-1112-6137	Supplies and Materials	29,506	35,000	32,000	10,137	18,800	20,000
01-1112-6151	K9 Expense	6,748	6,000	6,000	2,890	4,500	5,000
01-1112-6153	Building Maintenance	21,547	18,000	18,000	6,906	11,800	10,000
01-1112-6155	Equip Maintenance	3,650	4,000	4,000	3,367	4,400	4,000
01-1112-6161	Uniform Expense	26,929	23,000	23,000	18,189	24,400	23,000
01-1112-6163	Employee Training	22,369	51,500	46,800	30,623	43,200	20,000
01-1112-6276	Professional Services		40,000	10,000		2,700	
01-1112-6284	Vehicle Maintenance	71,524	40,000	40,000	30,861	41,600	40,000
01-1112-6286	Vehicle Fuel	80,458	79,900	79,900	49,417	70,900	74,400
	Subtotal - Non-Employee	262,732	297,400	259,700	152,390	222,300	196,400
	TOTAL - POLICE PATROL & INVI	4,287,242	4,693,200	4,655,500	3,255,256	4,497,200	4,613,000

Public Works Administration Fund 1 (1211, 1242, 1251)



PUBLIC WORKS

Account No.	Description	Actual FY 2018	Original Budget FY 2019	Current Budget FY 2019	YTD Actual FY 2019	Projected FY 2019	Requested Budget FY 2020
DPW ADMINISTRATION							
EMPLOYEE-RELATED EXPENSES							
01-1211-5001	Salaries - Regular Time	696,163	596,900	596,900	408,783	569,500	557,000
01-1211-5004	Salaries - Overtime	3,190	2,800	2,800	4,601	5,400	5,300
01-1211-5013	Salaries - Sick Leave	(68,701)	31,300	31,300	33,047	41,500	28,700
01-1211-5016	Salaries - Annual Leave	51,347	40,500	40,500	55,134	66,000	28,600
01-1211-5019	Salaries - Personal Leave	5,049	10,400	10,400	6,170	9,000	9,600
01-1211-5022	FICA Expense	68,617	52,200	52,200	38,055	52,100	48,100
01-1211-5023	Unemployment Claims						
01-1211-5028	Hospitalization	125,524	155,400	155,400	89,897	131,700	152,600
01-1211-5031	Workman's Comp	16,694	20,000	20,000	12,799	18,200	20,100
01-1211-5040	Retirement	41,171	35,000	35,000	17,528	35,000	31,400
01-1211-5045	Actuarial & Pension Services	11,032	5,400	5,400	4,293	5,700	5,000
	Subtotal - Employee	950,085	949,900	949,900	670,308	934,100	886,400
NON-EMPLOYEE-RELATED EXPENSES							
01-1211-6161	Uniform Expense	6,228	3,000	3,000	6,839	7,600	7,000
01-1211-6277	Travel Expense		500	500	36	200	200
01-1211-6283	Public Relations	1,356	3,500	3,500	3,894	4,800	3,000
	Subtotal - Non-Employee	7,584	7,000	7,000	10,769	12,600	10,200
	TOTAL - DPW ADMINISTRATION	957,669	956,900	956,900	681,076	946,700	896,600
WASTE DISPOSAL							
01-1244-6125	Contractual Services	561,534	550,000	550,000	292,886	550,000	600,000
	TOTAL - WASTE DISPOSAL	561,534	550,000	550,000	292,886	550,000	600,000
SIDEWALKS AND CURBS							
01-1253-6137	Supplies and Materials	16,993	21,000	21,000	10,986	16,600	20,000
	TOTAL - SIDEWALKS AND CURBS	16,993	21,000	21,000	10,986	16,600	20,000
SNOW AND ICE REMOVAL							
01-1254-6137	Other Supplies and Materials	17,263	21,600	21,600	31,261	37,100	21,600
01-1254-6155	Equip Maintenance	7,101	5,500	5,500	1,423	2,900	3,000
01-1254-6159	Minor Equipment and Tools		200	200	242	300	
01-1254-6282	Public Relations		100	100			100
	TOTAL - SNOW AND ICE REMOVAL	24,363	27,400	27,400	32,926	40,300	24,700
STORM DRAINAGE							
01-1256-6137	Other Supplies and Materials	2,521	1,900	1,900	249	800	1,000
01-1256-6276	Professional Services	12,629	30,000	30,000	622	8,700	7,500
	TOTAL - STORM DRAINAGE	15,151	31,900	31,900	871	9,500	8,500
STREET LIGHTS							
01-1258-6137	Other Supplies and Materials	2,060	200	200		100	500
01-1258-6276	Professional Services	2,566	2,800	2,800	2,821	3,600	4,000
01-1258-6280	Utilities	198,884	199,800	199,800	128,405	195,100	195,100
	TOTAL - STREET LIGHTS	203,509	202,800	202,800	131,226	198,800	199,600
TREE SERVICES							
01-1290-6137	Other Supplies and Materials	5,150	6,000	6,000	1,103	2,700	2,000
01-1290-6276	Professional Services	43,350	46,000	46,000	36,790	49,200	45,000
	TOTAL - TREE SERVICES	48,500	52,000	52,000	37,893	51,900	47,000

PUBLIC WORKS

Account No.	Description	Actual FY 2018	Original Budget FY 2019	Current Budget FY 2019	YTD Actual FY 2019	Projected FY 2019	Requested Budget FY 2020
BUILDING AND PROPERTY MAINTENANCE							
01-1292-6153	Building Maintenance	52,257	78,000	78,000	33,080	54,100	70,000
01-1292-6154	Opera House Maintenance	16,964	10,000	10,000	6,349	9,000	10,000
01-1292-6274	Grounds Maintenance	60,211	80,000	80,000	36,356	57,900	100,000
	TOTAL - BLDG. AND PRPTY MAIN	129,432	168,000	168,000	75,785	121,000	180,000
RECREATION SUPPORT							
01-1293-6137	Supplies and Materials	62,774	32,000	32,000	39,371	48,000	40,000
01-1293-6275	Park Maintenance	14,800	32,000	32,000	13,831	22,400	32,000
01-1293-6280	Utilities	19,076	18,800	18,800	13,561	19,800	20,000
	TOTAL - RECREATION SUPPORT	96,649	82,800	82,800	66,763	90,200	92,000
	TOTAL - PUBLIC WORKS	2,053,802	2,092,800	2,092,800	1,330,412	2,025,000	2,068,400

HIGHWAYS & STREETS

Account No.	Description	Actual FY 2018	Original Budget FY 2019	Current Budget FY 2019	YTD Actual FY 2019	Projected FY 2019	Requested Budget FY 2020
EMPLOYEE-RELATED EXPENSES							
01-1251-5001	Salaries - Regular Time	567,225	579,700	579,700	424,492	580,600	605,900
01-1251-5004	Salaries - Overtime	28,578	27,500	27,500	27,357	34,800	33,300
01-1251-5007	Salaries - Seasonal		47,000	47,000		12,700	
01-1251-5013	Salaries - Sick Leave	(59,405)	32,400	32,400	16,793	25,500	31,400
01-1251-5016	Salaries - Annual Leave	29,418	33,900	33,900	34,163	43,300	34,000
01-1251-5019	Salaries - Personal Leave	6,728	10,800	10,800	4,266	7,200	10,500
01-1251-5022	FICA Expense	50,598	55,900	55,900	36,856	51,900	54,700
01-1251-5023	Unemployment Claims						
01-1251-5028	Hospitalization	124,332	218,700	218,700	145,642	204,500	235,100
01-1251-5031	Workman's Comp	19,485	25,500	25,500	16,322	23,200	24,700
01-1251-5040	Retirement	30,150	35,400	35,400	23,500	32,400	36,100
01-1251-5045	Actuarial & Pension Services	8,578	5,500	5,500	4,359	5,800	5,800
	Subtotal - Employee	805,687	1,072,300	1,072,300	733,750	1,021,900	1,071,500
NON-EMPLOYEE-RELATED EXPENSES							
01-1251-6137	Supplies and Materials	38,846	55,000	55,000	37,000	51,800	55,000
01-1251-6145	Rental Expense		500	500		100	500
01-1251-6155	Equip Maintenance	51,354	31,500	31,500	25,101	33,600	35,000
01-1251-6159	Minor Equipment and Tools	1,774	5,400	5,400	1,208	2,700	1,000
01-1251-6161	Uniform Expense	14,032	13,000	13,000	8,723	12,200	13,000
01-1251-6277	Travel Expense	16	100	100	8		
01-1251-6279	Engineering Services	600	22,500	22,500	8,086	8,100	5,000
01-1251-6280	Utilities	16,437	8,900	8,900	4,411	7,400	7,500
01-1251-6281	Communications	304	300	300	153	200	300
01-1251-6282	Office Supplies	1,810	600	600	439	600	500
01-1251-6284	Vehicle Maintenance	5,417	7,200	7,200	4,950	6,900	7,200
01-1251-6285	Office Equipment	240	500	500		100	1,000
01-1251-6286	Vehicle Fuel	27,304	27,700	27,700	19,338	26,800	28,100
	Subtotal - Non-Employee	158,133	173,200	173,200	109,418	150,500	154,100
	TOTAL - HIGHWAYS/STREETS	963,819	1,245,500	1,245,500	843,168	1,172,400	1,225,600

SHOP OPERATION

Account No.	Description	Actual FY 2018	Original Budget FY 2019	Current Budget FY 2019	YTD Actual FY 2019	Projected FY 2019	Requested Budget FY 2020
EMPLOYEE-RELATED EXPENSES							
01-1242-5001	Salaries - Regular Time	170,311	162,700	162,700	124,553	168,400	166,000
01-1242-5004	Salaries - Overtime	4,192	4,200	4,200	2,820	4,000	3,800
01-1242-5013	Salaries - Sick Leave	10,555	8,600	8,600	390	2,700	8,700
01-1242-5016	Salaries - Annual Leave	10,724	11,900	11,900	9,993	13,200	12,100
01-1242-5019	Salaries - Personal Leave	645	2,900	2,900	1,306	2,100	2,900
01-1242-5022	FICA Expense	14,139	14,600	14,600	10,262	14,200	14,800
01-1242-5023	Unemployment Claims						
01-1242-5028	Hospitalization	37,093	50,700	50,700	31,164	44,800	55,700
01-1242-5031	Workman's Comp	6,451	7,200	7,200	4,608	6,500	7,400
01-1242-5040	Retirement	9,800	10,000	10,000	7,375	9,900	10,100
01-1242-5045	Actuarial & Pension Services	2,224	1,600	1,600	1,273	1,700	1,600
	Subtotal - Employee	266,135	274,400	274,400	193,744	267,500	283,100
NON-EMPLOYEE-RELATED EXPENSES							
01-1242-6137	Supplies and Materials	11,471	14,000	14,000	5,404	9,200	13,000
01-1242-6155	Equipment Maintenance	489	500	500		100	1,000
01-1242-6159	Minor Equipment and Tools	1,771	1,800	1,800	1,778	2,300	2,500
01-1242-6161	Uniform Expense	5,413	3,500	3,500	3,507	4,400	4,500
01-1242-6276	Professional Services	4,505	3,500	3,500	4,139	5,100	5,000
01-1242-6280	Utilities	6,688	7,000	7,000	2,888	4,800	4,800
01-1242-6282	Office Supplies	155	200	200	92	100	200
01-1242-6284	Vehicle Maintenance	1,971	1,200	1,200	1,539	1,900	2,000
01-1242-6285	Office Equipment		100	100			100
01-1242-6286	Vehicle Fuel	20,772	68,200	68,200	21,416	33,000	34,700
	Subtotal - Non-Employee	53,236	100,000	100,000	40,762	60,900	67,800
	TOTAL - SHOP OPERATION	319,370	374,400	374,400	234,507	328,400	350,900

VOLUNTEER ORGANIZATIONS

Account No.	Description	Actual FY 2018	Original Budget FY 2019	Current Budget FY 2019	YTD Actual FY 2019	Projected FY 2019	Requested Budget FY 2020
SERVICE ORGANIZATIONS							
01-1815-6180	Army Alliance	1,500	2,500	2,500	2,500	2,500	2,500
01-1815-6181	Small Business Resource Cent		1,000	1,000		1,000	
01-1815-6182	HdG Alliance	10,000	10,000	10,000	10,000	10,000	10,000
	TOTAL - SERVICE ORGANIZATIO	11,500	13,500	13,500	12,500	13,500	12,500
CIVIC GROUPS							
01-2332-6084	Lower Susq Heritage Greenway	1,000	1,000	1,000	1,000	1,000	1,000
01-2332-6089	Harford Cy Boys & Girls Club	15,000	15,000	15,000	15,000	15,000	15,000
01-2332-6091	Little League	5,000	5,000	5,000	5,000	5,000	15,000
01-2332-6094	HdG Public Schools	5,000	5,000	5,000	5,500	5,500	5,500
01-2332-6193	Recreation Council	56,675	56,700	56,700	42,525	56,700	56,700
01-2332-6209	Arts Commission	5,000	5,000	5,000	5,000	5,000	3,000
01-2332-6210	Youth Commission						1,000
01-2332-6252	Heritage Corridor Mgmt Counc	500	500	500		500	500
01-2332-6253	Community Projects of HdG	10,000	11,200	11,200	11,200	11,200	11,200
01-2332-6255	Historical Society-Harford Cnt	1,000	1,000	1,000	1,000	1,000	1,000
01-2332-6256	Kitchen Door	1,000	1,000	1,000		1,000	1,000
01-2332-6257	Grace Place	800	800	800	800	800	1,000
01-2332-6258	HdG Youth Sailing School	5,000	5,000	5,000	5,000	5,000	5,000
01-2332-6259	HdG Green Team	5,000	5,000	5,000	5,000	5,000	5,000
01-2332-6289	Independence Day Commission	2,188	25,000	25,000	25,402	25,400	25,000
01-2332-6291	HdG Arts Collectiv (Opera House)		45,000	45,000	45,000	45,000	50,000
01-2332-6292	St. Johns Cupboard		2,000	2,000	2,000	2,000	2,300
	TOTAL - CIVIC GROUPS	125,792	184,200	184,200	169,427	185,100	199,200
MUSEUMS							
01-2334-6208	Lockhouse Expenses	15,000	15,000	15,000	15,000	15,000	15,000
01-2334-6218	Lighthouse Expense	15,000	15,000	15,000	15,000	15,000	15,000
01-2334-6219	Maritime Museum Expenses	15,000	15,000	15,000	15,000	15,000	15,000
01-2334-6226	Decoy Museum	15,000	15,000	15,000	15,000	15,000	15,000
	TOTAL - MUSEUMS	60,000	60,000	60,000	60,000	60,000	60,000
EMERGENCY SERVICES							
01-1125-6290	HdG Ambulance Corps	96,600	96,600	96,600	72,450	96,600	96,600
01-1131-6290	Susquehanna Hose Co	325,700	325,700	325,700	244,275	325,700	325,700
01-1131-6501	Capital Equipment	175,000	150,000	150,000	150,000	150,000	75,000
	TOTAL - EMERGENCY SERVICES	597,300	572,300	572,300	466,725	572,300	497,300
	TOTAL - VOLUNTEER ORGS.	794,592	830,000	830,000	708,652	830,900	769,000

GENERAL FUND DEBT SERVICE

Account No.	Description	Actual FY 2018	Original Budget FY 2019	Current Budget FY 2019	YTD Actual FY 2019	Projected FY 2019	Requested Budget FY 2020
01-2410-6416	130 CDA 2006 Park Improvemen	20,500	21,500	21,500		21,500	22,500
01-2410-6417	130 CDA 2006 Park Improvemen	9,196	8,400	8,400	4,223	8,400	7,600
01-2410-6418	130 CDA 2006 Park Improvemen	221	200	200	110	200	200
01-2410-6428	141 701 Concord Principal	33,763	35,100	35,100	35,113	35,100	36,500
01-2410-6429	141 701 Concord Interest	45,052	44,900	44,900	44,902	44,900	43,500
01-2410-6437	142 2013 Refinancing Principal	184,600	192,600	192,600		192,600	197,100
01-2410-6438	142 2013 Refinancing Interest	27,080	24,000	24,000	11,962	24,000	20,200
01-2410-6439	143 2016 DHCD Opera House Principal	128,333	130,700	130,700		130,700	133,000
01-2410-6440	143 2016 DHCD Opera House Interest	37,239	36,400	36,400	18,512	36,400	36,000
01-2410-6441	144 627/649 Water Street Principal	30,000	55,000	55,000	55,000	55,000	55,000
	GENERAL FUND DEBT SERVICE	515,984	548,800	548,800	169,822	548,800	551,600

CAPITAL BUDGET WORKSHEET
General Fund

Account No.	Description	PTD Actual FY 2018	Original Budget FY 2019	Current Budget FY 2019	PTD Actual FY 2019	Projected FY 2019	Requested Budget FY 2020
CAPITAL EQUIPMENT							
01-1071-6501	LFL, Conceptual Bench, Map Boards		5,000	5,000		5,000	
01-1091-6501	City Hall Automatic Doors	11,000					
01-1091-6501	Trolley		75,000	75,000		75,000	20,000
01-1094-6501	WWTP/DPW Fiberoptic Connection	21,147		3,900		3,900	
01-1094-6501	Servers			40,000	40,026	40,000	
01-1094-6501	Downtown Sound System	39,364			555	600	
01-1094-6501	Cameras						35,000
01-1112-6501	Police Vehicles (3)	100,968	100,000	137,700	103,936	137,700	
01-1242-6501	Diagnostic Computer	10,428					
01-1242-6501	1 Ton Dump Truck		55,000	59,400	59,415	59,400	
01-1242-6501	3/4 Ton Pick Up Truck						32,000
01-1251-6501	Unit #2233 Truck Repair	7,144					
01-1251-6501	1 Ton Dump Truck			59,900	60,390	60,400	
	Subtotal - Equipment	190,051	235,000	380,900	264,322	382,000	87,000

CAPITAL PROJECTS							
01-1091-6506	Opera House Restoration	375,759					
01-1091-6507	City-Wide Enhancement Projects						128,000
01-1251-7013	Road Repairs	357,890	759,300	695,000	447,766	671,500	450,000
01-1251-7013	Chapel Road Culvert		21,000	21,000		21,000	
01-1251-7071	City Parks Upgrades	242,210	100,000	100,000	79,434	101,900	
01-1251-7073	MS4 Stormwater Remediation	90,753					
01-1251-7075	Promenade Redecking	88,536					
01-1251-7077	Promenade Grill Roof Repair		10,000	10,000		10,000	
01-1251-7080	Elevated Walkway @ Joe K Trail	30,380	149,900	229,900	117,883	229,900	
01-1251-7082	Water Street Remediation	25,950	220,400	62,600	75,500	121,600	
01-1251-7083	Bradford Green Remediation	26,594		12,200	816	12,200	500,000
01-1251-7084	Critical Area Remediation	188,181	53,100	678,100	626,876	678,100	
01-1251-7086	City Hall Repairs		256,000			276,000	
01-1251-7087	Additional Truck Bay		10,000	10,000	11,838	13,800	
01-1251-7089	Hutchins Park Amenities		20,000	20,000	208	20,000	
01-1251-7090	Chapel Road (west of Oak Tree Drive)		21,000	21,000		21,000	
01-1251-8000	Lilly Run	27,921				35,300	50,000
	Subtotal - Projects	1,454,173	1,620,700	1,859,800	1,360,320	2,212,300	1,128,000

	TOTAL CAPITAL ITEMS	1,644,224	1,855,700	2,240,700	1,624,642	2,594,300	1,215,000
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Fund 9 - Water & Sewer Fund

FY 2020 vs FY 2019 vs FY 2018

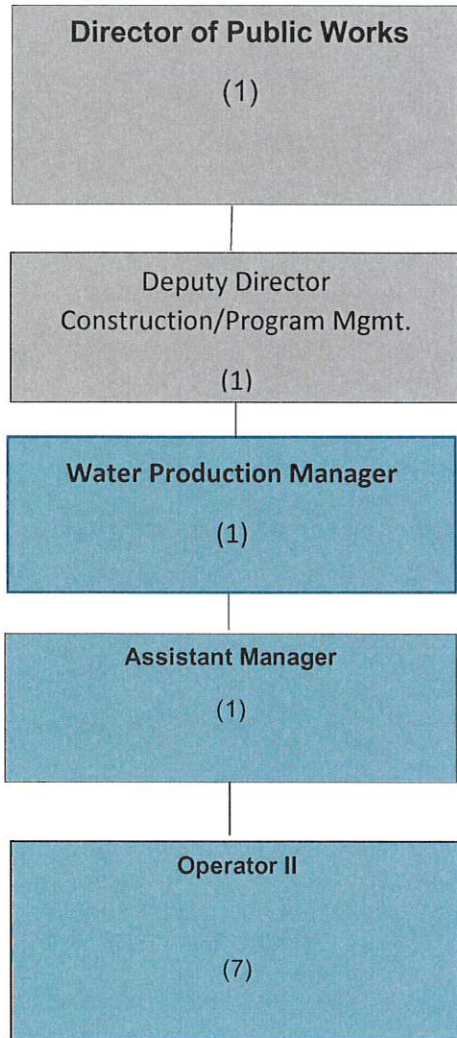
	WATER & SEWER FUND						Page
	ACTUAL FY 2018	ORIG. BGT. FY 2019	CURR. BGT. FY 2019	ACTUAL FY 2019	PROJECTED FY 2019	REQUESTED FY 2020	
Operating Revenues							
Water Production	\$2,321,809	\$3,163,900	\$3,163,900	\$1,900,048	\$2,737,100	\$2,737,100	1
Water Distribution	1,125,115	549,700	549,700	380,257	530,700	1,380,200	1
Wastewater Treatment	3,394,891	3,684,200	3,684,200	2,716,616	3,687,400	3,687,400	1
Miscellaneous W&S	175,462	209,400	209,400	188,066	155,700	155,100	1
	<u>7,017,277</u>	<u>7,607,200</u>	<u>7,607,200</u>	<u>5,184,987</u>	<u>7,110,900</u>	<u>7,959,800</u>	
Operating Expenses							
Water Production	2,298,118	2,497,400	2,490,300	1,577,039	2,366,000	2,493,600	2
Water Distribution	854,928	1,027,100	1,027,100	744,001	1,000,100	1,075,800	3
Wastewater Treatment	2,047,307	2,127,700	2,127,700	1,492,853	2,066,700	2,058,300	4
	<u>5,200,353</u>	<u>5,652,200</u>	<u>5,645,100</u>	<u>3,813,893</u>	<u>5,432,800</u>	<u>5,627,700</u>	
Net Operating Income/(Loss)	1,816,924	1,955,000	1,962,100	1,371,094	1,678,100	2,332,100	
Capital Revenues							
Designated Infrastructure Fees	3,039,890	1,531,400	1,531,400	1,332,580	1,703,000	1,598,900	1
Grant/Debt Proceeds	90,900	4,137,100	1,732,100	90,900	1,732,100	1,690,900	1
	<u>3,130,790</u>	<u>5,668,500</u>	<u>3,263,500</u>	<u>1,423,480</u>	<u>3,435,100</u>	<u>3,289,800</u>	
Capital Expenses							
Debt Service	2,396,446	2,276,300	2,276,300	2,021,032	2,276,300	2,361,700	6
Capital Projects	1,490,440	6,345,900	3,448,000	444,541	3,582,000	2,761,100	5
	<u>3,886,886</u>	<u>8,622,200</u>	<u>5,724,300</u>	<u>2,465,573</u>	<u>5,858,300</u>	<u>5,122,800</u>	
Net Capital Income/(Loss)	(756,096)	(2,953,700)	(2,460,800)	(1,042,093)	(2,423,200)	(1,833,000)	
Fund Increase/(Decrease)	1,060,828	(998,700)	(498,700)	329,000	(745,100)	499,100	
Beginning Balance	(814,849)	998,700	498,700	245,979	246,000	(499,100)	1
Fund Transfers/Reserves	0	0	0	0	0	0	1
Fund Excess/ (Deficiency)	\$245,979	\$0	\$0	\$574,980	(\$499,100)	\$0	

**FUND 9 - WATER & SEWER
REVENUES**

Account No.	Description	Actual FY 2018	Original Budget FY 2019	Current Budget FY 2019	YTD Actual FY 2019	Projected FY 2019	Requested Budget FY 2020
WATER PRODUCTION FEES							
09-1209-44-28	Truckload Wtr Sales	48,454	44,700	44,700	26,040	29,800	29,800
09-1209-44-41	Water Revenue	2,257,122	3,117,800	3,117,800	1,798,065	2,706,100	2,706,100
09-1209-44-44	County Water Agreement	14,958			75,042		
09-1209-44-70	Misc Revenue - Water	1,275	1,400	1,400	900	1,200	1,200
	Subtotal - Water Fees	2,321,809	3,163,900	3,163,900	1,900,048	2,737,100	2,737,100
WATER PLANT INFRASTRUCTURE FEES							
09-1309-44-10	Water Meter Sales	38,500	34,500	34,500	14,500	23,800	23,800
09-1309-44-17	Service Participation Fee	16,750	16,800	16,800	12,594	16,800	16,800
09-1309-44-41	Debt Service Fee	556,940			10		
09-1309-44-42	Infrastructure Replacement Fee						817,500
09-1309-44-43	Engineering Services Reimbur		1,500	1,500			1,500
09-1309-44-46	Base Fees	472,039	457,400	457,400	331,128	457,400	487,900
09-1309-44-56	Svc Chg Turn-On/Off	40,886	39,500	39,500	22,025	32,700	32,700
	Subtotal - Water Distribution	1,125,115	549,700	549,700	380,257	530,700	1,380,200
WATER PLANT INFRASTRUCTURE FEES							
09-1209-42-47	User Benefit Fees - Water	78,195	78,200	78,200	73,835	73,800	60,000
09-1209-42-48	Capital Cost Recovery Charge	661,600	320,000	320,000	272,800	359,000	424,000
	Subtotal - Water Capital	739,795	398,200	398,200	346,635	432,800	484,000
WASTEWATER TREATMENT FEES							
09-1409-44-41	Sewer Revenue	3,363,572	3,652,900	3,652,900	2,688,195	3,652,900	3,652,900
09-1409-44-49	Industrial Surcharge	31,319	31,300	31,300	28,420	34,500	34,500
	Subtotal - Wastewater Fees	3,394,891	3,684,200	3,684,200	2,716,616	3,687,400	3,687,400
WASTEWATER PLANT INFRASTRUCTURE FEES							
09-1409-42-47	User Benefit Fees - Sewer	77,215	77,200	77,200	72,505	72,500	58,900
09-1409-42-48	Cost Recovery Charge	2,222,880	1,056,000	1,056,000	913,440	1,197,700	1,056,000
	Subtotal - Wastewater Capital	2,300,095	1,133,200	1,133,200	985,945	1,270,200	1,114,900
MISCELLANEOUS FUND 9 REVENUES							
09-0001-46-08	Sale of Surplus Property	953	600	600	4,457	4,600	4,600
09-0001-46-22	Interest Income	3,571	2,800	2,800	3,480	4,200	4,200
09-0001-46-28	Misc Revenues - (Utility Bill Charges)	9,400	8,600	8,600	6,030	8,300	8,300
09-0001-46-39	Expense Reimbursement - Billed	3,518	22,900	22,900	203	22,900	22,900
09-0001-46-40	Expense Reimburment	2,768	2,800	2,800	35	800	800
09-0001-46-50	Misc AR Penalty	2,444	2,200	2,200	2,500	3,100	3,100
09-1209-46-43	Penalties - Water	10,662	25,300	25,300	6,777	13,500	13,500
09-1209-46-66	Penalties - User Benefits	3,661	3,600	3,600	2,586	3,400	2,800
09-1309-46-42	Connection Fees		9,700	9,700		9,700	9,700
09-1409-46-43	Penalties - Sewer	15,567	37,500	37,500	9,552	18,100	18,100
09-1409-46-53	Bay Restoration Fee				110,470		
09-1409-46-71	BOD Surcharge	122,919	93,400	93,400	41,977	67,100	67,100
	Subtotal - Miscellaneous	175,462	209,400	209,400	188,066	155,700	155,100
FUND TRANSFERS AND LOAN PROCEEDS							
09-0001-49-01	Short Term General Fund Advance	820,772					
09-0001-49-01	Appropriated Retained Earnings	(814,849)	998,700	498,700	245,979.19	246,000	(499,100)
09-0001-49-27	DHCD Bond Proceeds		1,641,200	1,641,200		1,641,200	
09-0001-48-50	MDE Grant Proceeds	90,900	2,495,900	90,900	90,900	90,900	1,690,900
	Subtotal - Transfers/Reserves	96,823	5,135,800	2,230,800	336,879	1,978,100	1,191,800
	TOTAL - WATER & SEWER	10,153,989	14,274,400	11,369,400	6,854,446	10,792,000	10,750,500

Water Treatment

Paid From Dept #1231



FT - 9

Not Funded By Fund 9

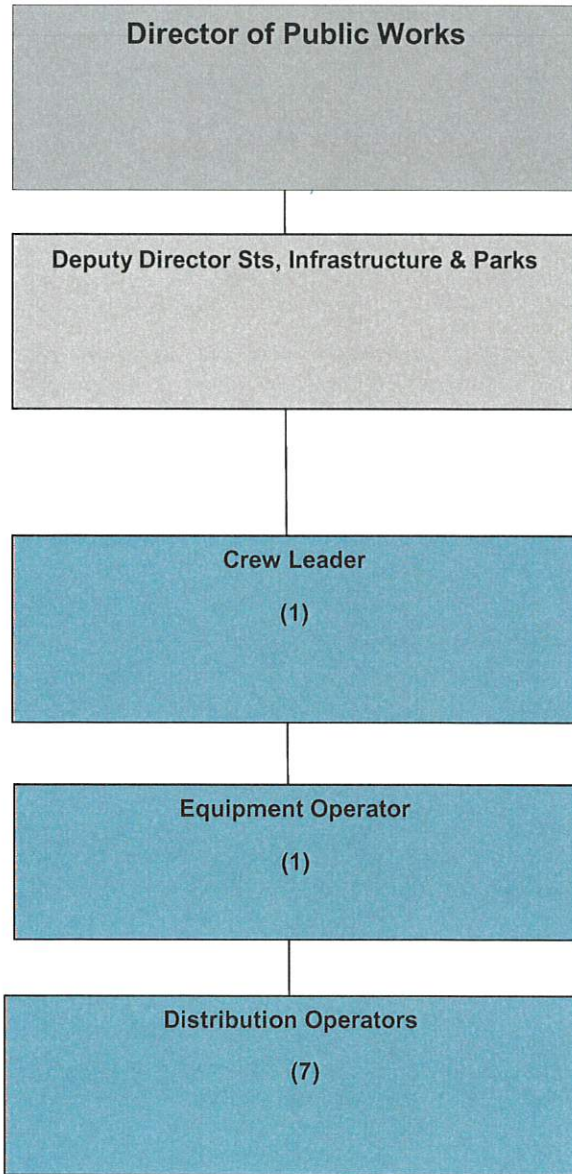
Funded by fund 9

WATER PRODUCTION

Account No.	Description	Actual FY 2018	Original Budget FY 2019	Current Budget FY 2019	YTD Actual FY 2019	Projected FY 2019	Requested Budget FY 2020
EMPLOYEE-RELATED EXPENSES							
09-1231-5001	Salaries - Regular Time	495,273	511,400	511,400	361,075	498,800	485,100
09-1231-5004	Salaries - Overtime	15,333	15,000	15,000	17,434	21,500	10,000
09-1231-5013	Salaries - Sick Leave	27,618	27,200	27,200	15,467	22,800	25,800
09-1231-5016	Salaries - Annual Leave	41,388	42,900	42,900	28,337	39,900	39,800
09-1231-5019	Salaries - Personal Leave	6,138	9,100	9,100	2,563	5,000	8,600
09-1231-5022	FICA Expense	42,254	46,300	46,300	30,789	43,300	43,600
09-1231-5028	Hospitalization	116,613	182,800	182,800	115,257	164,500	201,100
09-1231-5031	Workman's Comp	16,163	22,900	22,900	14,980	21,100	21,800
09-1231-5040	Retirement	28,600	29,500	29,500	21,800	29,200	35,500
09-1231-5045	Actuarial & Pension Services	7,311	4,600	4,600	3,667	4,900	5,700
	Subtotal - Employee	796,691	891,700	891,700	611,369	851,000	877,000
NON-EMPLOYEE-RELATED EXPENSES							
09-1231-6067	Postage	1,331	1,500	1,500		400	2,000
09-1231-6135	Contract Laboratory	11,918	25,000	25,000	15,474	22,200	25,000
09-1231-6136	Lab Supplies & Equipment	25,187	20,000	20,000	10,323	15,700	15,000
09-1231-6137	Other Supplies and Materials	6,312	6,000	6,000	5,105	6,700	7,500
09-1231-6139	Chemical Expense	71,205	80,000	80,000	44,804	66,300	80,000
09-1231-6141	Sludge Removal	12,658					
09-1231-6145	Rental Expense		500	500		100	500
09-1231-6146	SHB Shared Chem & Utilities	28,848	50,000	50,000	13,616	27,100	25,000
09-1231-6147	SHB Shared Rep & Maint	2,745	10,000	10,000	2,220	4,900	4,000
09-1231-6153	Building Maintenance	21,940	10,000	10,000	3,882	6,600	10,000
09-1231-6155	Equip Maintenance	58,953	65,000	65,000	30,369	47,900	70,000
09-1231-6159	Minor Equipment and Tools	9,555	5,000	5,000	2,013	3,400	4,000
09-1231-6161	Uniform Expense	9,437	8,000	8,000	4,968	7,100	8,000
09-1231-6166	Distributed Expenses	510,000	543,300	543,300	407,475	543,300	563,100
09-1231-6193	City Buildings Water & Sewer	547,394	551,600	551,600	289,815	565,600	593,900
09-1231-6200	Casualty Insurance	22,004	23,100	23,100	21,194	21,200	22,200
09-1231-6212	Loop Meter	3,136	5,000	5,000	598	1,900	5,000
09-1231-6250	Depreciation: Water	605,098					
09-1231-6274	Grounds Maintenance	2,590	3,000	3,000	2,261	3,100	3,000
09-1231-6276	Professional Services	7,932	55,000	47,900	3,455	16,400	20,000
09-1231-6278	Employee Development	3,464	5,000	5,000	2,185	3,500	5,000
09-1231-6280	Utilities	132,778	128,300	128,300	99,477	142,300	143,700
09-1231-6281	Communications	9,806	8,000	8,000	5,597	7,800	8,000
09-1231-6282	Office Supplies	1,378	1,500	1,500	420	800	1,000
09-1231-6286	Vehicle Fuel	856	900	900	419	700	700
	Subtotal - Non-Employee	1,501,427	1,605,700	1,598,600	965,670	1,515,000	1,616,600
	TOTAL - WATER PRODUCTION	2,298,118	2,497,400	2,490,300	1,577,039	2,366,000	2,493,600

Water/Sewer Distribution

Paid from Dept #1232



Not Funded By Fund 9

Funded by fund 9

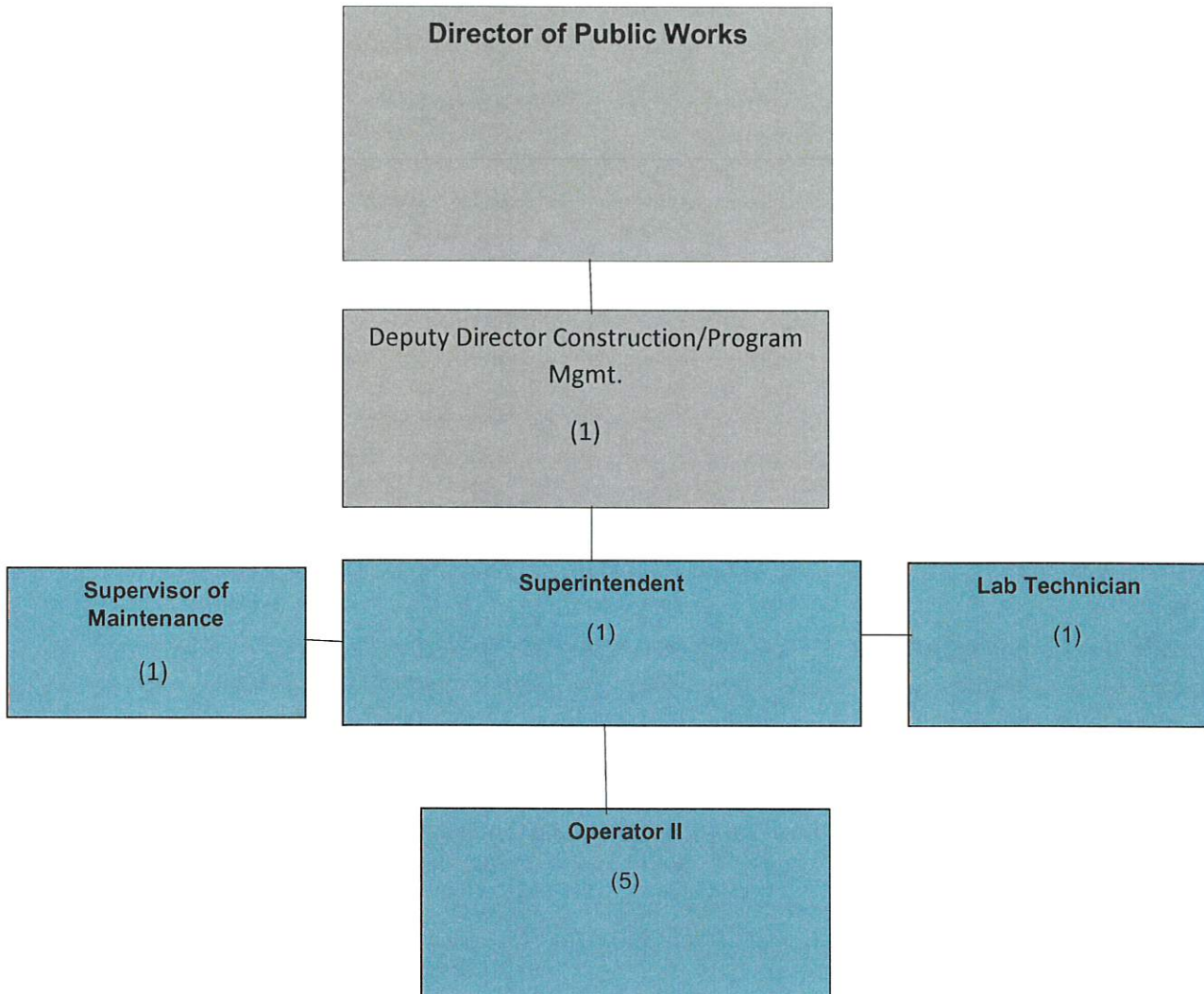
FT - 9

WATER DISTRIBUTION

Account No.	Description	Actual FY 2018	Original Budget FY 2019	Current Budget FY 2019	YTD Actual FY 2019	Projected FY 2019	Requested Budget FY 2020
EMPLOYEE-RELATED EXPENSES							
09-1232-5001	Salaries - Regular Time	387,233	406,800	406,800	318,189	427,700	438,800
09-1232-5004	Salaries - Overtime	32,606	33,500	33,500	35,312	44,300	45,400
09-1232-5013	Salaries - Sick Leave	53,779	21,400	21,400	20,900	26,700	23,000
09-1232-5016	Salaries - Annual Leave	35,409	30,200	30,200	24,813	32,900	31,200
09-1232-5019	Salaries - Personal Leave	7,360	7,100	7,100	2,500	4,400	7,700
09-1232-5022	FICA Expense	34,886	38,200	38,200	29,390	39,700	41,800
09-1232-5028	Hospitalization	92,564	148,500	148,500	91,710	131,700	167,100
09-1232-5031	Workman's Comp	13,888	18,100	18,100	11,016	15,900	19,500
09-1232-5040	Retirement	23,825	25,100	25,100	18,025	24,300	26,500
09-1232-5045	Actuarial & Pension Services	5,546	3,900	3,900	3,096	4,100	4,300
	Subtotal - Employee	687,097	732,800	732,800	554,951	751,700	805,300
NON-EMPLOYEE-RELATED EXPENSES							
09-1232-6000	Bad Debts	(116,453)					
09-1232-6080	Bank Service Charges	17,710	14,400	14,400	8,982	12,900	12,900
09-1232-6137	Other Supplies and Materials	93,528	112,500	112,500	68,922	99,200	110,000
09-1232-6140	Meters	46,430	52,000	52,000	40,340	54,300	60,000
09-1232-6145	Rental Expense	12,183	4,000	4,000	684	1,800	2,500
09-1232-6155	Equip Maintenance	19,985	23,400	23,400	15,923	22,200	22,000
09-1232-6159	Minor Equipment and Tools	5,635	7,000	7,000	2,743	4,600	5,000
09-1232-6161	Uniform Expense	11,775	7,800	7,800	8,695	10,800	11,000
09-1232-6200	Casualty Insurance	183	200	200	674	700	700
09-1232-6276	Professional Services	25,836	22,000	21,000	6,287	11,900	15,000
09-1232-6277	Travel Expense	54	200	200		100	200
09-1232-6278	Employee Development	750	1,500	1,500	900	1,300	1,000
09-1232-6279	Engineering Services	6,750	20,000	21,000	14,100		
09-1232-6281	Communications	1,867	1,500	1,500	806	1,200	1,500
09-1232-6282	Office Supplies	87	100	100	85	100	100
09-1232-6284	Vehicle Maintenance	18,152	5,200	5,200	3,719	5,100	5,200
09-1232-6285	Office Equipment		100	100			100
09-1232-6286	Vehicle Fuel	23,358	22,400	22,400	16,190	22,200	23,300
	Subtotal - Non-Employee	167,831	294,300	294,300	189,050	248,400	270,500
	TOTAL - WATER DISTRIBUTION	854,928	1,027,100	1,027,100	744,001	1,000,100	1,075,800

Waste Water Treatment

Paid From Dept #1245



Not Funded By Fund 9

Funded by fund 9

FT - 8

WASTEWATER TREATMENT

Account No.	Description	Actual FY 2018	Original Budget FY 2019	Current Budget FY 2019	YTD Actual FY 2019	Projected FY 2019	Requested Budget FY 2020
EMPLOYEE-RELATED EXPENSES							
09-1245-5001	Salaries - Regular Time	518,471	506,800	506,800	377,527	514,000	453,000
09-1245-5004	Salaries - Overtime	11,397	11,000	11,000	9,427	12,400	8,100
09-1245-5013	Salaries - Sick Leave	32,127	26,900	26,900	20,088	27,300	24,100
09-1245-5016	Salaries - Annual Leave	43,282	41,700	41,700	32,699	43,900	37,300
09-1245-5019	Salaries - Personal Leave	4,259	9,000	9,000	2,915	5,300	8,000
09-1245-5022	FICA Expense	44,284	45,500	45,500	32,601	44,900	40,600
09-1245-5028	Hospitalization	97,727	149,600	149,600	98,857	139,100	152,300
09-1245-5031	Workman's Comp	16,808	22,700	22,700	14,066	20,200	20,400
09-1245-5040	Retirement	30,525	31,500	31,500	23,200	31,100	30,900
09-1245-5045	Actuarial & Pension Services	7,062	4,900	4,900	3,906	5,200	5,000
	Subtotal - Employee	805,943	849,600	849,600	615,287	843,400	779,700
NON-EMPLOYEE-RELATED EXPENSES							
09-1245-6135	Contract Laboratory	32,386	20,000	20,000	13,554	18,900	20,000
09-1245-6136	Lab Supplies & Equipment	17,405	15,000	15,000	22,860	26,900	17,300
09-1245-6137	Supplies and Materials	5,399	19,600	19,600	4,010	9,300	7,500
09-1245-6139	Chemical Expense	98,920	90,000	90,000	53,729	78,000	90,000
09-1245-6140	Pretreatment Work	344	4,000	4,000	4,341	5,400	5,000
09-1245-6141	Sludge Removal	45,884	80,000	80,000	43,470	65,000	80,000
09-1245-6153	Building Maintenance	3,994	20,000	20,000	796	6,200	10,000
09-1245-6155	Equip Maintenance	34,992	31,700	31,700	28,252	36,800	40,000
09-1245-6159	Minor Equipment and Tools	5,118	8,000	8,000	2,093	4,200	5,000
09-1245-6161	Uniform Expense	12,160	10,000	10,000	6,024	8,700	10,000
09-1245-6166	Distributed Expenses	510,000	543,300	543,300	407,475	543,300	563,100
09-1245-6193	City Buildings Water & Sewer	69,098	45,000	45,000	33,498	44,700	46,900
09-1245-6200	Casualty Insurance	28,669	30,100	30,100	27,616	27,600	29,000
09-1245-6250	Depreciation: Sewer	1,920,398					
09-1245-6274	Grounds Maintenance	5,868	10,000	10,000	4,948	7,600	10,000
09-1245-6276	Professional Services	19,702	10,000	10,000	7,921	10,600	10,000
09-1245-6278	Employee Development	3,059	3,000	3,000	264	1,100	1,500
09-1245-6280	Utilities	332,292	326,400	326,400	207,510	316,500	319,700
09-1245-6281	Communications	7,537			4,664	4,700	4,500
09-1245-6282	Office Supplies	938	1,000	1,000	1,241	1,500	1,500
09-1245-6284	Vehicle Maintenance	2,959	6,500	6,500	609	2,400	3,500
09-1245-6286	Vehicle Fuel	4,641	4,500	4,500	2,691	3,900	4,100
	Subtotal - Non-Employee	1,241,363	1,278,100	1,278,100	877,566	1,223,300	1,278,600
	TOTAL - WASTEWATER TREATM	2,047,307	2,127,700	2,127,700	1,492,853	2,066,700	2,058,300

CAPITAL BUDGET WORKSHEET
Water & Sewer Fund

Account No.	Description	PTD Actual FY 2018	Original Budget FY 2019	Current Budget FY 2019	PTD Actual FY 2019	Projected FY 2019	Requested Budget FY 2020
09-1231-6501	WTP SCADA Upgrade	23,171					
09-1231-6501	County Buyout	409,808					
09-1231-6501	Model 4630:3045SS Mixer	8,308					
09-1231-6501	Raw Water Turbidimeter	17,826					
09-1231-6501	Streaming Monitor	11,281					
09-1231-6501	Chlorine Cylinder Recovery Vessel				5,731	5,700	
09-1231-6501	Graceview Lap Tank Sheds		37,000	37,000	3,150	37,000	
09-1231-6501	Water Tank Inspections				14,100	53,100	
09-1231-6501	VFD Pump Rehab					15,300	
09-1231-6501	4 Raw Water Pumps			176,300		176,300	
09-1231-9024	WTP Upgrades (MD Grant \$1,600,000)	1,521	3,349,500	1,749,500	25,010	1,749,500	2,000,500
09-1231-9029	WTP Intake Repairs		450,000	273,700	26,628	273,700	300,000
09-1231-9030	Vacuum Tank Upgrade		43,500	50,600		50,600	
09-1231-9031	Streaming Current Monitor		12,300	12,300		12,300	
09-1232-6501	Sewer Truck	25,000					
09-1232-6501	Scenic Manor Water Line	20,100					
09-1232-6501	Sewer Truck		85,100	85,100	85,987	86,000	
09-1232-6501	Project Engineering Services						265,600
09-1232-6501	1 Ton Pickup (#1918)						45,000
09-1232-9034	Water Main Valve Replacement	33,020					
09-1232-9042	Water Valve Inserts	34,761	100,000	100,000	41,213	100,000	40,000
09-1232-9046	Main Water/Sewer Line Repairs	55,370					
09-1232-9047	Fire Hydrant Replacment Program	19,932	60,000	60,000	13,438	60,000	
09-1232-9048	Water Line Upgrades	425,360	931,000	126,000	154,353	181,500	
09-1232-9051	Water Main Replacement - Camilla Street	312,936					
09-1232-9054	Sewer Main - Warren Street		500,000				
09-1232-9055	Tower/Tank Rehabilitation		74,200	74,200		74,200	
09-1232-9057	Sewer Main - Commerce/Francis		500,000	500,000		500,000	
09-1245-6501	Aerator Tank Bearing Repair						30,000
09-1245-6501	Sewer System Hydraulic Modeling	45,572			3,460	3,500	
09-1245-6501	Lab Equipment		28,300	28,300	8,823	28,300	
09-1245-9037	WWTP SCADA Repairs	11,744					
09-1245-9038	Aerobic Digester Rehabilitation						10,000
09-1245-9039	Recycling Center Replacement		10,000	10,000		10,000	
09-1245-9040	Outfall Repair		50,000	50,000		50,000	
09-1245-9041	Fiber Optic Loop Inspection		10,000	10,000		10,000	
09-1245-9042	Lafayette St Pump Station Rehab		105,000	105,000	62,648	105,000	70,000
	TOTAL - CAPITAL PROJECTS	1,470,958	6,345,900	3,448,000	444,541	3,582,000	2,761,100

WATER AND SEWER DEBT SERVICE

Account No.	Description	Actual FY 2018	Original Budget FY 2019	Current Budget FY 2019	YTD Actual FY 2019	Projected FY 2019	Requested Budget FY 2020
WATER FACILITY DEBT SERVICE							
09-2410-6437	142 2013 Refinancing Principal	75,300					
09-2410-6438	142 2013 Refinancing Interest	1,200					
09-2410-6439	143 2016 DHCD WTP Repairs Principal	146,667	149,300	149,300		149,300	152,000
09-2410-6440	143 2016 DHCD WTP Repairs Interest	27,165	41,600	41,600	8,659	41,600	41,100
	Subtotal - Water Debt	250,332	190,900	190,900	8,659	190,900	193,100
WASTEWATER FACILITY DEBT SERVICE							
09-2411-6407	117 MDE 2000 BNR Princ	201,430	206,300	206,300	206,265	206,300	211,200
09-2411-6408	117 MDE 2000 BNR Int	16,772	13,900	13,900	13,938	13,900	9,000
09-2411-6409	117 MDE 2000 BNR Admin	10,357	10,400	10,400	10,357	10,400	10,400
09-2411-6434	138 MDE WWTP Upgrade Princip	1,320,663	1,348,400	1,348,400	1,348,397	1,348,400	1,376,700
09-2411-6435	138 MDE 2007 WWTP Upgrade In	367,145	350,700	350,700	350,711	350,700	322,400
09-2411-6436	138 MDE 2007 WWTP Upgrade Fe	77,143	77,100	77,100	77,143	77,100	77,100
09-2411-6437	142 2013 Refinancing Principal	139,100	67,400	67,400		67,400	65,900
09-2411-6438	142 2013 Refinancing Interest	13,503	11,200	11,200	5,562	11,200	9,900
09-2411-6439	145 TCF Sewer Truck Principal						71,900
09-2411-6440	145 TCF Sewer Truck Interest						14,100
	Subtotal - Wastewater Debt	2,146,114	2,085,400	2,085,400	2,012,373	2,085,400	2,168,600
	TOTAL - DEBT SERVICE	2,396,446	2,276,300	2,276,300	2,021,032	2,276,300	2,361,700

Fund 8 - Marina Fund

FY 2020 vs FY 2019 vs FY 2018

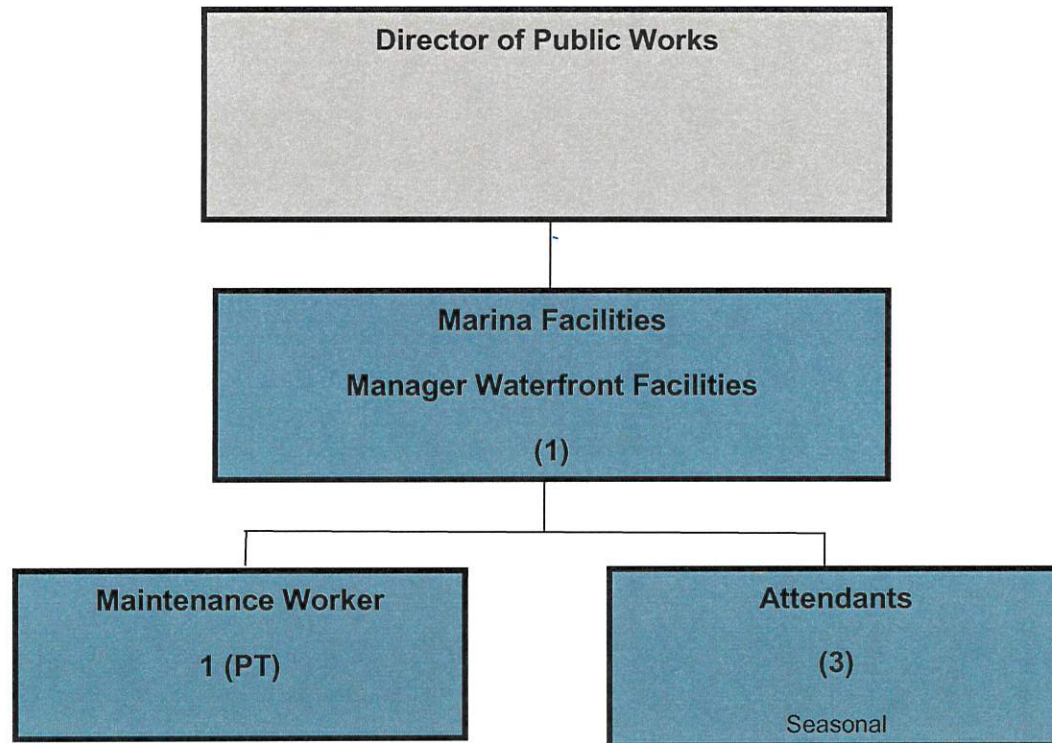
MARINE FACILITIES FUND

	ACTUAL FY 2018	ORIG. BGT. FY 2019	CURR. BGT. FY 2019	ACTUAL FY 2019	PROJECTED FY 2019	REQUESTED FY 2020	Page
Operating Revenues							
Facility Fees	\$650,408	\$623,100	\$623,100	\$498,024	\$573,300	\$573,300	1
Miscellaneous Income	17,444	14,900	14,900	15,737	19,900	19,900	1
	667,852	638,000	638,000	513,760	593,200	593,200	
Operating Expenses							
Marine Expenses	472,362	565,100	565,100	327,018	469,600	568,400	2
	472,362	565,100	565,100	327,018	469,600	568,400	
Net Operating Income/(Loss)	195,489	72,900	72,900	186,743	123,600	24,800	
Capital Revenues							
Infrastructure Grants/Loans	0	515,900	739,900	32,820	739,900	0	
Capital Expenses							
Capital Projects	103,998	542,900	798,200	240,394	798,200	60,000	3
Net Capital Income/(Loss)	(103,998)	(27,000)	(58,300)	(207,574)	(58,300)	(60,000)	
Fund Increase/(Decrease)	91,492	45,900	14,600	(20,831)	65,300	(35,200)	
Beginning Balance	774,825	477,400	508,700	478,904	478,900	544,200	1
Fund Transfers/Reserves	(387,413)	(523,300)	(523,300)	(478,904)	(523,300)	(509,000)	1
Fund Excess/ (Deficiency)	\$478,904	\$0	\$0	(\$20,831)	\$20,900	\$0	

FUND 8 - MARINE FACILITIES - REVENUES

Account No.	Description	Actual FY 2018	Original Budget FY 2019	Current Budget FY 2019	YTD Actual FY 2019	Projected FY 2019	Requested Budget FY 2020
FACILITY FEES							
08-1809-44-52	Annual Slip Reservation Fee	800	700	700	525	700	700
08-1809-44-63	Leasing - Slip Contract	389,808	392,400	392,400	345,502	366,400	366,400
08-1809-44-64	Penalties - Slip Rent	4,896	4,300	4,300	5,302	6,500	6,500
08-1809-44-65	J. Roberts Ramp	481	300	300	3,009	3,100	3,100
08-1809-44-66	City Yacht Ramp Fees	40,252	32,600	32,600	15,801	24,600	24,600
08-1809-44-70	Gas Pump Sales	155,841	135,600	135,600	98,927	134,200	134,200
08-1809-44-71	Credit Card Gasoline Sales	22,932	20,800	20,800	8,973	13,300	13,300
08-1809-44-72	Electric Fees	14,007	15,300	15,300	12,910	15,800	15,800
08-1809-44-73	Diesel Fuel Sales	17,514	17,300	17,300	5,754	7,200	7,200
08-1809-44-74	Credit Card Diesel Sales	2,784	2,800	2,800	486	500	500
08-1809-44-75	Pumpout Fees	1,095	1,000	1,000	835	1,000	1,000
	Subtotal - Facility Fees	650,408	623,100	623,100	498,024	573,300	573,300
MISCELLANEOUS REVENUES							
08-1809-46-22	Interest Income	4,863	3,700	3,700	4,542	5,500	5,500
08-1809-46-28	Misc Revenue	(1)	200	200		200	200
08-1809-46-69	Transient or Short Term	8,460	7,400	7,400	7,587	9,600	9,600
08-1809-46-76	Misc Resale Revenues	4,123	3,600	3,600	3,608	4,600	4,600
	Subtotal - Miscellaneous	17,444	14,900	14,900	15,737	19,900	19,900
INFRASTRUCTURE GRANTS							
08-1809-48-63	DNR Grant - Waterway Improvement		515,900	739,900	32,820	739,900	
	Subtotal - Capital Grants		515,900	739,900	32,820	739,900	
FUND TRANSFERS AND LOAN PROCEEDS							
08-1809-49-02	Capital Reserve	(387,413)	(523,300)	(523,300)	(478,904)	(523,300)	(509,000)
08-1809-49-02	Appropriated Retained Earnings	774,825	477,400	508,700	478,904	478,900	544,200
	Subtotal - Transfers/Reserves	387,413	(45,900)	(14,600)		(44,400)	35,200
	TOTAL - Marine Facilities	1,055,264	1,108,000	1,363,300	546,580	1,288,700	628,400

Marina Fund 8



Not Funded By Fund 8

Funded by fund 8

FT - 1
PT - 1
Seasonal - 3

FUND 8 - MARINE FACILITIES

Account No.	Description	Actual FY 2018	Original Budget FY 2019	Current Budget FY 2019	YTD Actual FY 2019	Projected FY 2019	Requested Budget FY 2020
EMPLOYEE-RELATED EXPENSES							
08-1839-5001	Salaries - Regular Time	94,539	72,300	72,300	62,698	82,200	74,100
08-1839-5004	Salaries - Overtime	704	700	700		200	
08-1839-5007	Salaries - Seasonal	27,324	40,600	40,600	15,376	26,300	41,300
08-1839-5013	Salaries - Sick Leave	(31,570)	5,800	5,800		1,600	5,900
08-1839-5016	Salaries - Annual Leave	(1,131)	4,700	4,700	2,914	4,200	4,400
08-1839-5019	Salaries - Personal Leave	(902)	1,900	1,900		500	2,000
08-1839-5022	FICA Expense	9,780	9,600	9,600	5,939	8,500	9,800
08-1839-5028	Hospitalization	26,492	26,100	26,100	15,571	22,600	28,800
08-1839-5031	Workman's Comp	6,550	4,900	4,900	2,462	3,800	5,000
08-1839-5040	Retirement	3,350	3,400	3,400	2,525	3,400	3,400
08-1839-5045	Actuarial & Pension Services	1,516	500	500	389	500	500
	Subtotal - Employee	136,650	170,500	170,500	107,873	153,800	175,200
NON-EMPLOYEE-RELATED EXPENSES							
08-1839-6000	Bad Debts	(200)					
08-1839-6068	Advertising Expense		500	500	44	200	500
08-1839-6070	Printing and Publishing	174	500	500	34	200	500
08-1839-6081	Credit Card Expense	3,045	2,900	2,900	2,133	2,900	3,000
08-1839-6130	Misc Resale Items	2,875	6,000	6,000	2,077	3,700	5,000
08-1839-6131	Gasoline (Resale)	151,814	170,000	170,000	77,879	123,600	170,000
08-1839-6132	Diesel Fuel (Resale)	13,334	16,000	16,000		4,300	16,000
08-1839-6137	Other Supplies and Materials	6,462	10,000	10,000	1,438	4,100	10,000
08-1839-6153	Building Maintenance	2,590	6,000	6,000	1,654	3,300	6,000
08-1839-6155	Equip Maintenance	123	2,600	2,600	53	800	2,600
08-1839-6157	Island Maintenance	315	4,500	4,500		1,200	4,700
08-1839-6161	Uniform Expense	1,995	2,500	2,500	910	1,600	3,000
08-1839-6163	Employee Training		400	400		100	400
08-1839-6166	Distributed Expenses	60,300	66,300	66,300	49,725	67,600	58,500
08-1839-6200	Casualty Insurance	46,831	49,200	49,200	47,504	49,200	49,900
08-1839-6210	Dock Maintenance	3,571	8,000	8,000	790	2,900	8,000
08-1839-6250	Depreciation	177,538					
08-1839-6276	Professional Services	9,445	12,000	12,000	8,447	11,700	12,000
08-1839-6280	Utilities	28,249	28,300	28,300	25,168	34,600	34,900
08-1839-6281	Communications	2,036	4,500	4,500	905	2,100	4,000
08-1839-6282	Office Supplies	824	1,200	1,200	27	400	1,200
08-1839-6284	Vehicle Maintenance	1,233	2,500	2,500	92	800	2,500
08-1839-6286	Vehicle Fuel	697	700	700	267	500	500
	Subtotal - Non-Employee	335,712	394,600	394,600	219,144	315,800	393,200
	TOTAL - MARINA EXPENSE	472,362	565,100	565,100	327,018	469,600	568,400

FUND 8 - MARINE FACILITIES CAPITAL PROJECTS

Account No.	Description	PTD Actual FY 2018	Original Budget FY 2019	Current Budget FY 2019	PTD Actual FY 2019	Projected FY 2019	Requested Budget FY 2020
CDA LOANS							
08-1839-6501	Floating Docks	59,422					
08-1839-6501	Pier 5 Redecking		27,000	38,000	38,000	38,000	
08-1839-6501	Dredge Marina	44,576	515,900	760,200	202,394	760,200	
08-1839-6501	Bulk Head Inspection						50,000
08-1839-6501	Bldg. relocation Jack & Dolly						10,000
	TOTAL - MARINA CAPITAL	103,998	542,900	798,200	240,394	798,200	60,000