CITY COUNCIL

OF

HAVRE DE GRACE, MARYLAND

ORDINANCE NO. 1035

Introduced by Council Member Robertson

AN ORDINANCE BY THE MAYOR AND CITY COUNCIL OF HAVRE DE GRACE BY THE AUTHORITY OF ARTICLE XI-E OF THE MARYLAND CONSTITUTION, THE LOCAL GOVERNMENT ARTICLE OF THE ANNOTATED CODE OF MARYLAND AND SECTION 37 OF THE HAVRE DE GRACE CITY CHARTER FOR THE PURPOSE OF ESTABLISHING THE CITY BUDGET FOR FISCAL YEAR 2021, BY DESIGNATING THE ANNUAL PROJECTION OF ANTICIPATED REVENUES AND PROPOSED AUTHORIZED EXPENSES FOR THE CITY OF HAVRE DE GRACE FOR FISCAL YEAR 2021

By the Council June 15, 2020

Introduced, read first time, ordered posted and public hearing scheduled

on: June 1, 2020

at: 7:00 p.m.

PUBLIC HEARING

Having been posted and notice of time and place of hearing and title of Ordinance having been published according to the Charter, a public hearing was held on June 8, 2020, and concluded on June 8, 2020.

EXPLANATION

Underlining indicates matter added to existing law.

[Bold Brackets] indicate matter deleted from existing law.

Amendments proposed prior to final adoption will be noted on a separate page with line references or by handwritten changes on the draft legislation.

WHEREAS, the Mayor and City Council of Havre de Grace, a Maryland municipal corporation, is required to establish an annual projection of anticipated revenues and proposed expenses, known as the budget, for the City of Havre de Grace for the fiscal year beginning July l, 2020 through June 30, 2021, said period known as fiscal year 2021; and

WHEREAS, the Mayor and City Council of Havre de Grace is further required to approve the budget by Ordinance, pursuant to the Havre de Grace Charter Section 37 and by the authority of the Local Government Article of the Annotated Code of Maryland; and

WHEREAS, the Mayor and City Council held a budget work session on May 18, 2020 prior to the second City Council meeting in May as required by the City Charter; and

WHEREAS, the Mayor and City Council of Havre de Grace shall conduct a public hearing for the purpose of receiving public comment on this budget Ordinance; and

WHEREAS, the Mayor and City Council of Havre de Grace have previously set the City tax rate and charges for water and sewer service by Ordinance, as required by the Charter.

NOW, THEREFORE, BE IT ENACTED AND ORDAINED by the Mayor and City Council of Havre de Grace that the Annual Budget Ordinance for the City of Havre de Grace for the fiscal year 2021 shall be enacted as follows:

BUDGET ORDINANCE

Section 1. Attached hereto is the Havre de Grace Budget for the fiscal year 2021 ("Budget"). The Budget covers the General Fund, Water & Sewer Fund and Marina Fund. The Budget document and all of its attachments are incorporated by reference into this Ordinance and made a part hereof.

Section 2. The City shall collect the anticipated revenue and make the proposed expenditures in compliance with the Budget or by an appropriate Budget Amendment as authorized by Section 37 of the Havre de Grace City Charter.

Section 3. This Ordinance shall be effective on July 1, 2020 and expire on June 30, 2021.

Signed by the Mayor and attested by the Director of Administration this 16th day of June, 2020.

ATTEST:

Patrick D. Sypolt
Director of Administration

THE MAYOR AND CITY COUNCIL
OF HAVRE DE GRACE, MARYLAND

William T. Martin
Mayor

Introduced/First Reading:	06/01/2020
Public Hearing:	06/08/2020
Second Reading/Adopted:	06/15/2020
Effective Date:	07/01/2020

ANNUAL BUDGET
FISCAL YEAR 2021

William T. Martin, Mayor

Members of the City Council:
David W. Glenn, Council President
Cassandra Boyer
David A. Martin
James E. Ringsaker, Jr.
Jason G. Robertson
Carolyn J. Zinner

FY 2021 vs FY 2020

	GENERAL FUND ORIG. BGT. FY 2020	CURR. BGT. FY 2020	REQUESTED FY 2021	Page
Operating Revenues				
Taxes and Penalties	$10,972,500	$10,988,300	$11,304,000	1
Intergovernmental	880,300	880,300	908,300	1
Licenses and Permits	291,600	291,600	273,100	1
Service Fees	113,800	113,800	111,900	1
Fines and Forfeitures	3,600	3,600	4,400	1
Grants	1,196,100	1,916,600	5,275,700	2
Miscellaneous	356,100	365,600	576,000	2
	13,814,000	14,559,800	18,453,400	
Operating Expenses				
Mayor	42,500	42,500	43,500	3
City Council	86,600	86,600	87,800	4
Administration	1,675,900	1,676,400	1,861,400	5-7
Registration & Elections	5,400	5,400	5,500	8
Legal Services	80,400	80,400	105,000	8
Casualty & Liability Insurance	127,300	127,300	130,100	8
Economic Development	200,600	230,600	229,500	9
Finance	794,700	794,700	853,600	10
Planning and Code Enforcement	755,500	725,500	629,300	11
Public Safety	5,453,300	5,453,300	5,481,400	12-13
Public Works	3,644,900	3,648,200	4,080,200	14-17
Service Organizations	12,500	12,500	12,500	18
Museums	60,000	60,000	60,000	18
Civic Groups	170,200	179,200	217,400	18
Ambulance Corps	96,600	96,600	99,500	18
Susquehanna Hose Co.	400,700	416,500	406,600	18
	13,607,100	13,635,700	14,303,300	
Capital Expenses				
Capital Equipment	215,000	300,200	641,400	20
Capital Projects	1,000,000	2,273,400	4,851,300	20
Debt Service	551,600	551,600	550,300	19
	1,766,600	3,125,200	6,043,000	
	15,373,700	16,760,900	20,346,300	
Fund Increase/(Decrease)	(1,559,700)	(2,201,100)	(1,892,900)	
Beginning Balance	418,200	1,059,600	609,600	2
Fund Transfers/Reserves	1,141,500	1,141,500	1,283,300	2
Fund Excess/ (Deficiency)	***$0***	***$0***	***$0***	

GENERAL FUND OPERATING REVENUES

Account No.	Description	Original Budget FY 2020	Current Budget FY 2020	Requested Budget FY 2021
	TAXES			
01-0001-41-01	Real Property Taxes	8,317,600	8,333,400	8,644,700
01-0001-41-06	Critical Area Tax	43,200	43,200	43,300
01-0001-41-12	Pers Prop, Unincorporated	8,600	8,600	9,300
01-0001-41-13	Pers Prop, RR/Utilities	209,900	209,900	213,300
01-0001-41-14	Pers Prop, Incorporated	204,200	204,200	203,500
01-0001-41-20	Penalties, Real Property	39,900	39,900	37,700
01-0001-41-23	Penalties, Personal Property Taxes	7,600	7,600	7,200
01-0001-41-41	Income Tax - City Share	1,956,100	1,956,100	1,956,100
01-0001-41-58	Pole and Conduit Tax	70,400	70,400	73,000
01-0001-41-61	Admissions & Amusements	67,400	67,400	80,200
01-0001-41-62	Hotel/Motel Tax	32,300	32,300	21,000
01-0001-41-95	County Pmts In Lieu of Taxes	15,300	15,300	14,700
	Subtotal - Taxes	***10,972,500***	***10,988,300***	***11,304,000***
	INTERGOVERNMENTAL			
01-0001-43-33	State Police Protection	260,700	260,700	260,700
01-0001-43-51	Highway User Fees	577,100	577,100	605,100
01-0001-43-63	Enterprise Zone Credit Reimb	42,500	42,500	42,500
	Subtotal - Intergovernmental	***880,300***	***880,300***	***908,300***
	LICENSES AND PERMITS			
01-0001-42-23	Trader Licenses	1,500	1,500	1,700
01-0001-42-32	Building Permits	135,700	135,700	113,300
01-0001-42-34	Cable TV License Fee	154,400	154,400	158,100
	Subtotal - Licenses/Permits	***291,600***	***291,600***	***273,100***
	GENERAL SERVICE FEES			
01-0001-44-15	Rent - American Tower	48,700	48,700	48,700
01-0001-44-16	Rent - Visitors Center	1,000	1,000	1,200
01-0001-44-30	Rent-Tydings Concession	11,500	11,500	11,500
01-0001-44-32	Backfin Blues Creole de Graw-Leas	1,400	1,400	1,400
01-0001-44-34	Rent - M/V Summer Breeze LLC	5,600	5,600	5,600
01-0001-44-35	Rent - Upper Chesapeake (Lodge La	3,300	3,300	3,300
01-0001-44-36	Rent - HdG Alliance (710 Market)			3,000
01-0001-44-37	Candidate Filing Fees	300	300	300
01-0001-44-49	Firing Range Rental-Unbilled	28,300	28,300	2,000
01-0001-44-51	Firing Range Reimbursement-Billed	5,400	5,400	31,400
01-0001-44-52	Administrative Fees	6,900	6,900	2,800
01-0001-44-54	Board of Appeals Fees	1,400	1,400	700
	Subtotal - Service Fees	***113,800***	***113,800***	***111,900***
	FINES/FORFEITURES			
01-0001-45-01	City Ord Violations	2,300	2,300	3,200
01-0001-45-02	Police Misc Income	1,300	1,300	1,200
	Subtotal - Fines/Forfeitures	***3,600***	***3,600***	***4,400***

GENERAL FUND OPERATING REVENUES

Account No.	Description	Original Budget FY 2020	Current Budget FY 2020	Requested Budget FY 2021
	GRANTS			
01-0001-48-34	State Grants		81,900	1,891,200
01-0001-48-65	County Grants - Fin. Inst.	5,100	5,100	5,100
01-0001-48-75	County Grants - Parks & Rec.		98,600	500,000
01-0001-48-80	County Grants - Police Diff.	1,188,100	1,188,100	1,348,900
01-0001-48-81	Mini Police Grants	2,900	2,900	30,500
01-0001-48-96	DNR Open Space Grants		440,000	1,500,000
01-0001-48-97	CDBG Grant		100,000	
	Subtotal - Grants/Bonds	***1,196,100***	***1,916,600***	***5,275,700***
	MISCELLANEOUS			
01-0001-46-04	Contrib & Donations	22,200	22,200	236,200
01-0001-46-08	Sale of Surplus Property	6,800	6,800	35,400
01-0001-46-22	Interest Income	87,600	87,600	92,900
01-0001-46-28	Misc Revenues	9,900	9,900	13,700
01-0001-46-29	Misc Revenues - Billed	4,800	4,800	3,200
01-0001-46-39	Expense Reimbursements - Billed	47,500	47,500	18,700
01-0001-46-40	Expense Reimbursement	166,200	175,700	161,500
01-0001-46-50	Misc AR Penalties	6,200	6,200	4,100
01-0001-46-76	Tourism Sales	1,000	1,000	4,400
01-0001-46-77	Tourism Advertising Revenue	500	500	500
01-0001-46-78	Tourism Advertising - Guide	3,400	3,400	5,400
	Subtotal - Miscellaneous	***356,100***	***365,600***	***576,000***
	TRANSFERS IN/(OUT)			
01-0001-49-43	Distributed Expenses	1,184,700	1,184,700	1,311,600
01-0001-48-98	Fund Transfers (Critical Area)	(43,200)	(43,200)	(43,300)
01-0001-48-98	Fund Transfers (Slip User)			15,000
01-0001-49-98	Unrestricted Fund Balance	418,200	1,059,600	609,600
	Subtotal - Transfers/Reserves	***1,559,700***	***2,201,100***	***1,892,900***
	TOTAL REVENUES	**15,373,700**	**16,760,900**	**20,346,300**

MAYOR

Account No.	Description	Original Budget FY 2020	Current Budget FY 2020	Requested Budget FY 2021
	EMPLOYEE-RELATED EXPENSES			
01-1031-5001	Salaries - Regular Time	18,200	18,200	18,200
01-1031-5022	FICA Expense	1,400	1,400	1,400
01-1031-5031	Workman's Comp	200	200	200
	Subtotal - Employee	***19,800***	***19,800***	***19,800***
	NON-EMPLOYEE-RELATED EXPENSES			
01-1031-6276	Professional Services	300	300	300
01-1031-6277	Travel Expense	2,000	2,000	3,000
01-1031-6282	Office Supplies	1,000	1,000	1,000
01-1031-6283	Public Relations	19,400	19,400	19,400
	Subtotal - Non-Employee	***22,700***	***22,700***	***23,700***
	TOTAL - MAYOR	**42,500**	**42,500**	**43,500**

CITY COUNCIL

Account No.	Description	Original Budget FY 2020	Current Budget FY 2020	Requested Budget FY 2021
	EMPLOYEE-RELATED EXPENSES			
01-1011-5001	Salaries - Regular Time	46,800	46,800	46,800
01-1011-5022	FICA Expense	3,600	3,600	3,600
01-1011-5031	Workman's Comp	100	100	100
	Subtotal - Employee	***50,500***	***50,500***	***50,500***
	NON-EMPLOYEE-RELATED EXPENSES			
01-1011-6062	Dues and Subscriptions	15,800	15,800	18,000
01-1011-6070	Printing and Publishing	200	200	200
01-1011-6277	Travel Expense	6,200	6,200	6,400
01-1011-6283	Public Relations	13,400	13,400	12,200
01-1011-6290	Misc Operating Costs	500	500	500
	Subtotal - Non-Employee	***36,100***	***36,100***	***37,300***
	TOTAL - CITY COUNCIL	**86,600**	**86,600**	**87,800**

ADMINISTRATION OFFICES

Account No.	Description	Original Budget FY 2020	Current Budget FY 2020	Requested Budget FY 2021
	EMPLOYEE-RELATED EXPENSES			
01-1091-5001	Salaries - Regular Time	503,100	503,100	517,600
01-1091-5004	Salaries - Overtime			6,300
01-1091-5007	Salaries - Seasonal	19,500	19,500	40,600
01-1091-5013	Salaries - Sick Leave	25,800	25,800	28,100
01-1091-5016	Salaries - Annual Leave	27,400	27,400	27,200
01-1091-5019	Salaries - Personal Leave	8,400	8,400	8,700
01-1091-5022	FICA Expense	44,700	44,700	48,000
01-1091-5028	Hospitalization	83,600	83,600	138,600
01-1091-5030	Retirees' Medical Benefits	133,700	133,700	133,700
01-1091-5031	Workman's Comp	1,000	1,000	2,600
01-1091-5040	Retirement	24,400	24,400	57,500
01-1091-5045	Actuarial & Pension Servcies	3,900	3,900	8,500
	Subtotal - Employee	***875,500***	***875,500***	***1,017,400***
	NON-EMPLOYEE-RELATED EXPENSES			
01-1091-6025	Medical Testing & Supplies	10,000	10,000	10,000
01-1091-6062	Dues and Subscriptions	7,000	7,000	5,000
01-1091-6067	Postage	23,000	23,000	23,000
01-1091-6192	City Buildings Water & Sewer	26,600	26,600	28,300
01-1091-6223	Contrib to Liq Board	1,800	1,800	1,800
01-1091-6301	Historic Dist Comm	3,500	4,000	5,000
01-1091-6302	Arts Commission	3,000	3,000	3,000
01-1091-6303	Youth Commission	2,000	2,000	5,000
01-1091-6304	Independence Day Commission	25,000	25,000	5,000
01-1091-6276	Professional Services	13,000	13,000	13,000
01-1091-6277	Travel Expense	2,500	2,500	5,000
01-1091-6278	Employee Development	20,000	20,000	20,000
01-1091-6280	Utilities	26,500	26,500	56,800
01-1091-6282	Office Supplies	13,000	13,000	14,500
01-1091-6283	Public Relations	40,000	40,000	60,000
01-1091-6284	Vehicle Maintenance	2,000	2,000	2,000
01-1091-6286	Vehicle Fuel	700	700	1,400
	Subtotal - Non-Employee	***219,600***	***220,100***	***258,800***
	TOTAL - ADMINISTRATION	**1,095,100**	**1,095,600**	**1,276,200**

TOURISM

Account No.	Description	Original Budget FY 2020	Current Budget FY 2020	Requested Budget FY 2021
	EMPLOYEE-RELATED EXPENSES			
01-1092-5001	Salaries - Regular Time	93,500	93,500	112,300
01-1092-5004	Salaries - Overtime	700	700	1,300
01-1092-5013	Salaries - Sick Leave	4,800	4,800	5,600
01-1092-5016	Salaries - Annual Leave	3,900	3,900	3,000
01-1092-5019	Salaries - Personal Leave	1,600	1,600	1,000
01-1092-5022	FICA Expense	8,000	8,000	9,400
01-1092-5028	Hospitalization	57,100	57,100	28,800
01-1092-5031	Workman's Comp	200	200	200
01-1092-5040	Retirement	5,500	5,500	7,900
01-1092-5045	Actuarial & Pension Servcies	900	900	1,200
	Subtotal - Employee	***176,200***	***176,200***	***170,700***
	NON-EMPLOYEE-RELATED EXPENSES			
01-1092-6062	Dues and Subscriptions	1,000	1,000	800
01-1092-6067	Postage	300	300	300
01-1092-6070	Printing and Publishing	15,000	15,000	15,000
01-1092-6130	Items for Resale	1,000	1,000	3,000
01-1092-6277	Travel Expense	2,000	2,000	2,000
01-1092-6280	Utilities	1,700	1,700	1,800
01-1092-6282	Office Supplies	1,000	1,000	1,000
01-1092-6283	Public Relations	1,000	1,000	1,500
01-1092-6288	Advertising	60,000	60,000	60,600
	Subtotal - Non-Employee	***83,000***	***83,000***	***86,000***
	TOTAL - TOURISM	**259,200**	**259,200**	**256,700**

INFORMATION TECHNOLOGY

Account No.	Description	Original Budget FY 2020	Current Budget FY 2020	Requested Budget FY 2021
	EMPLOYEE-RELATED EXPENSES			
01-1094-5001	Salaries - Regular Time	67,200	67,200	68,700
01-1094-5004	Salaries - Overtime	1,100	1,100	1,000
01-1094-5013	Salaries - Sick Leave	3,500	3,500	3,500
01-1094-5016	Salaries - Annual Leave	3,500	3,500	3,500
01-1094-5019	Salaries - Personal Leave	1,200	1,200	1,200
01-1094-5022	FICA Expense	5,900	5,900	5,900
01-1094-5028	Hospitalization	29,000	29,000	29,000
01-1094-5031	Workman's Comp	100	100	100
01-1094-5040	Retirement	4,000	4,000	9,200
01-1094-5045	Actuarial & Pension Services	600	600	1,400
	Subtotal - Employee	***116,100***	***116,100***	***123,500***
	NON-EMPLOYEE-RELATED EXPENSES			
01-1094-6075	Office Machine Rental	30,000	30,000	30,000
01-1094-6137	Other Supplies & Materials	3,000	3,000	3,000
01-1094-6155	Equipment Maintenance	95,500	95,500	95,000
01-1094-6281	Communications	34,600	34,600	34,600
01-1094-6285	Office Equipment	42,400	42,400	42,400
	Subtotal - Non-Employee	***205,500***	***205,500***	***205,000***
	TOTAL - IT	**321,600**	**321,600**	**328,500**

REGISTRATION AND ELECTIONS, LEGAL SERVICES, AND INSURANCE

Account No.	Description	Original Budget FY 2020	Current Budget FY 2020	Requested Budget FY 2021
	REGISTRATION AND ELECTIONS			
01-1041-5007	Salaries - Seasonal	2,500	2,500	2,300
01-1041-5022	FICA Expense	200	200	200
01-1041-6145	Facility Rental	800	800	800
01-1041-6282	Office Supplies	700	700	800
01-1041-6283	Public Relations	1,200	1,200	1,400
	TOTAL - REGISTRTN/ELECTIONS	**5,400**	**5,400**	**5,500**
	LEGAL SERVICES			
01-1061-6061	Legal Services - Council	80,400	80,400	105,000
	TOTAL - LEGAL SERVICES	**80,400**	**80,400**	**105,000**
	INSURANCE			
01-2400-6125	Consulting Fees	1,500	1,500	1,000
01-2400-6200	Casualty Insurance	110,800	110,800	114,100
01-2400-6290	Unemployment Insurance	15,000	15,000	15,000
	TOTAL - INSURANCE	**127,300**	**127,300**	**130,100**

ECONOMIC DEVELOPMENT

Account No.	Description	Original Budget FY 2020	Current Budget FY 2020	Requested Budget FY 2021
	EMPLOYEE-RELATED EXPENSES			
01-1071-5001	Salaries - Regular Time	80,100	80,100	84,900
01-1071-5013	Salaries - Sick Leave	4,400	4,400	4,600
01-1071-5016	Salaries - Annual Leave	8,700	8,700	9,200
01-1071-5019	Salaries - Personal Leave	1,500	1,500	1,500
01-1071-5022	FICA Expense	7,200	7,200	7,700
01-1071-5028	Hospitalization	12,400	12,400	25,300
01-1071-5031	Workman's Comp	200	200	200
01-1071-5040	Retirement	5,000	5,000	12,000
01-1071-5045	Actuarial & Pension Services	800	800	1,800
	Subtotal - Employee	***120,300***	***120,300***	***147,200***
	NON-EMPLOYEE-RELATED EXPENSES			
01-1071-6062	Dues and Subscriptions	2,500	2,500	2,500
01-1071-6067	Postage	300	300	300
01-1071-6070	Printing and Publishing	4,000	4,000	1,000
01-1071-6206	Economic Development Activities	15,000	15,000	5,000
01-1071-6276	Professional Services	45,000	75,000	65,000
01-1071-6277	Travel Expense	4,500	4,500	3,000
01-1071-6278	Employee Development			1,000
01-1071-6282	Office Supplies	800	800	500
01-1071-6283	Public Relations	4,500	4,500	2,000
01-1071-6288	Advertising	3,700	3,700	2,000
	Subtotal - Non-Employee	***80,300***	***110,300***	***82,300***
	TOTAL - ECON. DEV.	**200,600**	**230,600**	**229,500**

FINANCE

Account No.	Description	Original Budget FY 2020	Current Budget FY 2020	Requested Budget FY 2021
	EMPLOYEE-RELATED EXPENSES			
01-1051-5001	Salaries - Regular Time	444,700	444,700	456,000
01-1051-5004	Salaries - Overtime			500
01-1051-5013	Salaries - Sick Leave	23,400	23,400	24,000
01-1051-5016	Salaries - Annual Leave	31,700	31,700	32,500
01-1051-5019	Salaries - Personal Leave	7,800	7,800	8,000
01-1051-5022	FICA Expense	38,800	38,800	39,800
01-1051-5028	Hospitalization	137,400	137,400	150,300
01-1051-5031	Workman's Comp	900	900	900
01-1051-5040	Retirement	30,600	30,600	56,700
01-1051-5045	Actuarial & Pension Services	5,000	5,000	8,500
	Subtotal - Employee	***720,300***	***720,300***	***777,200***
	NON-EMPLOYEE-RELATED EXPENSES			
01-1051-6080	Bank Service Charges	27,500	27,500	30,500
01-1051-6276	Professional Services	39,600	39,600	40,100
01-1051-6277	Travel Expense	1,800	1,800	300
01-1051-6282	Office Supplies	5,500	5,500	5,500
	Subtotal - Non-Employee	***74,400***	***74,400***	***76,400***
	TOTAL - FINANCE	**794,700**	**794,700**	**853,600**

PLANNING AND CODE ENFORCEMENT

Account No.	Description	Original Budget FY 2020	Current Budget FY 2020	Requested Budget FY 2021
	EMPLOYEE-RELATED EXPENSES			
01-1089-5001	Salaries - Regular Time	430,300	400,300	331,100
01-1089-5004	Salaries - Overtime	1,000	1,000	3,100
01-1089-5013	Salaries - Sick Leave	22,000	22,000	17,000
01-1089-5016	Salaries - Annual Leave	18,600	18,600	16,200
01-1089-5019	Salaries - Personal Leave	7,300	7,300	5,700
01-1089-5022	FICA Expense	36,700	36,700	28,500
01-1089-5028	Hospitalization	126,400	126,400	97,200
01-1089-5031	Workman's Comp	9,200	9,200	9,500
01-1089-5040	Retirement	28,700	28,700	44,400
01-1089-5045	Actuarial & Pension Services	4,600	4,600	6,600
	Subtotal - Employee	***684,800***	***654,800***	***559,300***
	NON-EMPLOYEE-RELATED EXPENSES			
01-1089-6161	Uniform Expense	900	900	900
01-1089-6183	Planning Commission	500	500	500
01-1089-6198	Board of Appeals	2,500	2,500	2,500
01-1089-6275	County Inspections	30,000	30,000	20,000
01-1089-6276	Professional Services	30,000	30,000	40,000
01-1089-6277	Travel Expense	2,000	2,000	2,000
01-1089-6282	Office Supplies	300	300	300
01-1089-6284	Vehicle Maintenance	2,000	2,000	2,000
01-1089-6286	Vehicle Fuel	2,500	2,500	1,800
	Subtotal - Non-Employee	***70,700***	***70,700***	***70,000***
	TOTAL - PLANNING/CODE ENFOR	**755,500**	**725,500**	**629,300**

POLICE ADMINISTRATION

Account No.	Description	Original Budget FY 2020	Current Budget FY 2020	Requested Budget FY 2021
	EMPLOYEE-RELATED EXPENSES			
01-1111-5001	Salaries - Regular Time	425,300	425,300	460,200
01-1111-5004	Salaries - Overtime	10,000	10,000	14,900
01-1111-5013	Salaries - Sick Leave	22,200	22,200	23,600
01-1111-5016	Salaries - Annual Leave	27,100	27,100	27,900
01-1111-5019	Salaries - Personal Leave	7,400	7,400	7,600
01-1111-5022	FICA Expense	37,600	37,600	40,800
01-1111-5028	Hospitalization	177,300	177,300	187,300
01-1111-5031	Workman's Comp	900	900	2,600
01-1111-5040	Retirement	28,500	28,500	62,800
01-1111-5045	Actuarial & Pension Services	4,600	4,600	9,300
	Subtotal - Employee	***740,900***	***740,900***	***837,000***
	NON-EMPLOYEE-RELATED EXPENSES			
01-1111-6067	Postage	500	500	500
01-1111-6153	Range Maintenance	5,000	5,000	5,000
01-1111-6160	Legal Services	2,300	2,300	1,000
01-1111-6275	Mandated Tests & Related Sup	5,000	5,000	4,000
01-1111-6276	Professional Services	2,000	2,000	3,000
01-1111-6277	Travel Expense	2,000	2,000	3,000
01-1111-6280	Utilities	44,500	44,500	41,400
01-1111-6281	Communications (DES - $30,000)	20,000	20,000	50,000
01-1111-6282	Office Supplies	4,000	4,000	4,000
01-1111-6283	Public Relations	3,000	3,000	3,000
01-1111-6285	Office Equipment	11,100	11,100	11,100
	Subtotal - Non-Employee	***99,400***	***99,400***	***126,000***
	TOTAL - POLICE ADMINISTRATI	**840,300**	**840,300**	**963,000**

POLICE PATROL AND INVESTIGATION

Account No.	Description	Original Budget FY 2020	Current Budget FY 2020	Requested Budget FY 2021
	EMPLOYEE-RELATED EXPENSES			
01-1112-5001	Salaries - Regular Time	2,186,900	2,186,900	2,286,800
01-1112-5004	Salaries - Overtime	150,000	150,000	154,600
01-1112-5013	Salaries - Sick Leave	108,000	108,000	113,500
01-1112-5016	Salaries - Annual Leave	118,300	118,300	123,500
01-1112-5019	Salaries - Personal Leave	35,800	35,800	37,800
01-1112-5022	FICA Expense	198,800	198,800	199,900
01-1112-5028	Hospitalization	568,300	568,300	629,000
01-1112-5031	Workman's Comp	185,400	185,400	194,200
01-1112-5040	Retirement	745,400	745,400	499,500
01-1112-5045	Actuarial & Pension Services	119,700	119,700	74,100
	Subtotal - Employee	***4,416,600***	***4,416,600***	***4,312,900***
	NON-EMPLOYEE-RELATED EXPENSES			
01-1112-6137	Supplies and Materials	20,000	20,000	20,000
01-1112-6151	K9 Expense	5,000	5,000	5,000
01-1112-6153	Building Maintenance	10,000	10,000	20,000
01-1112-6155	Equip Maintenance	4,000	4,000	3,000
01-1112-6161	Uniform Expense	23,000	23,000	23,000
01-1112-6163	Employee Training	20,000	20,000	20,000
01-1112-6284	Vehicle Maintenance	40,000	40,000	35,400
01-1112-6286	Vehicle Fuel	74,400	74,400	79,100
	Subtotal - Non-Employee	***196,400***	***196,400***	***205,500***
	TOTAL - POLICE PATROL & INVI	**4,613,000**	**4,613,000**	**4,518,400**

PUBLIC WORKS

Account No.	Description	Original Budget FY 2020	Current Budget FY 2020	Requested Budget FY 2021
	DPW ADMINISTRATION			
	EMPLOYEE-RELATED EXPENSES			
01-1211-5001	Salaries - Regular Time	557,000	557,000	650,700
01-1211-5004	Salaries - Overtime	5,300	5,300	10,600
01-1211-5013	Salaries - Sick Leave	28,700	28,700	34,100
01-1211-5016	Salaries - Annual Leave	28,600	28,600	44,600
01-1211-5019	Salaries - Personal Leave	9,600	9,600	11,400
01-1211-5022	FICA Expense	48,100	48,100	57,300
01-1211-5028	Hospitalization	152,600	152,600	157,200
01-1211-5031	Workman's Comp	20,100	20,100	21,900
01-1211-5040	Retirement	31,400	31,400	84,500
01-1211-5045	Actuarial & Pension Services	5,000	5,000	12,500
	Subtotal - Employee	***886,400***	***886,400***	***1,084,800***
	NON-EMPLOYEE-RELATED EXPENSES			
01-1211-6161	Uniform Expense	7,000	7,000	7,000
01-1211-6277	Travel Expense	200	200	200
01-1211-6283	Public Relations	3,000	3,000	2,500
	Subtotal - Non-Employee	***10,200***	***10,200***	***9,700***
	TOTAL - DPW ADMINISTRATION	**896,600**	**896,600**	**1,094,500**
	WASTE DISPOSAL			
01-1244-6125	Contractual Services	600,000	600,000	600,000
	TOTAL - WASTE DISPOSAL	**600,000**	**600,000**	**600,000**
	SIDEWALKS AND CURBS			
01-1253-6137	Supplies and Materials	20,000	20,000	20,000
	TOTAL - SIDEWALKS AND CURBS	**20,000**	**20,000**	**20,000**
	SNOW AND ICE REMOVAL			
01-1254-6137	Other Supplies and Materials	21,600	21,600	20,000
01-1254-6155	Equip Maintenance	3,000	3,000	3,000
01-1254-6282	Public Relations	100	100	100
	TOTAL - SNOW AND ICE REMOVA	**24,700**	**24,700**	**23,100**
	STORM DRAINAGE			
01-1256-6137	Other Supplies and Materials	1,000	1,000	1,000
01-1256-6276	Professional Services	7,500	7,500	8,000
	TOTAL - STORM DRAINAGE	**8,500**	**8,500**	**9,000**
	STREET LIGHTS			
01-1258-6137	Other Supplies and Materials	500	500	500
01-1258-6276	Professional Services	4,000	4,000	4,000
01-1258-6280	Utilities	195,100	195,100	178,100
	TOTAL - STREET LIGHTS	**199,600**	**199,600**	**182,600**
	TREE SERVICES			
01-1290-6137	Other Supplies and Materials	2,000	2,000	3,000
01-1290-6276	Professional Services	45,000	45,000	60,000
	TOTAL - TREE SERVICES	**47,000**	**47,000**	**63,000**

PUBLIC WORKS

Account No.	Description	Original Budget FY 2020	Current Budget FY 2020	Requested Budget FY 2021
	BUILDING AND PROPERTY MAINTENANCE			
01-1292-6153	Building Maintenance	70,000	62,000	80,000
01-1292-6154	Opera House Maintenance	10,000	12,100	17,500
01-1292-6274	Grounds Maintenance	100,000	100,000	75,000
	TOTAL - BLDG. AND PRPTY MAIN	**180,000**	**174,100**	**172,500**
	RECREATION SUPPORT			
01-1293-6137	Supplies and Materials	40,000	40,000	40,000
01-1293-6275	Park Maintenance	32,000	41,400	30,000
01-1293-6280	Utilities	20,000	20,000	22,800
	TOTAL - RECREATION SUPPORT	**92,000**	**101,400**	**92,800**
	TOTAL - PUBLIC WORKS	**2,068,400**	**2,071,900**	**2,257,500**

HIGHWAYS & STREETS

Account No.	Description	Original Budget FY 2020	Current Budget FY 2020	Requested Budget FY 2021
	EMPLOYEE-RELATED EXPENSES			
01-1251-5001	Salaries - Regular Time	605,900	605,900	713,800
01-1251-5004	Salaries - Overtime	33,300	33,300	41,500
01-1251-5013	Salaries - Sick Leave	31,400	31,400	37,100
01-1251-5016	Salaries - Annual Leave	34,000	34,000	42,700
01-1251-5019	Salaries - Personal Leave	10,500	10,500	12,400
01-1251-5022	FICA Expense	54,700	54,700	64,700
01-1251-5028	Hospitalization	235,100	235,100	258,500
01-1251-5031	Workman's Comp	24,700	24,700	29,500
01-1251-5040	Retirement	36,100	36,100	87,900
01-1251-5045	Actuarial & Pension Services	5,800	5,800	13,000
	Subtotal - Employee	***1,071,500***	***1,071,500***	***1,301,100***
	NON-EMPLOYEE-RELATED EXPENSES			
01-1251-6137	Supplies and Materials	55,000	55,000	50,000
01-1251-6145	Rental Expense	500	500	500
01-1251-6155	Equip Maintenance	35,000	35,000	40,000
01-1251-6159	Minor Equipment and Tools	1,000	1,000	3,000
01-1251-6161	Uniform Expense	13,000	13,000	13,000
01-1251-6277	Travel Expense			200
01-1251-6279	Engineering Services	5,000	5,000	2,500
01-1251-6280	Utilities	7,500	7,500	7,500
01-1251-6281	Communications	300	300	300
01-1251-6282	Office Supplies	500	500	500
01-1251-6284	Vehicle Maintenance	7,200	7,200	10,000
01-1251-6285	Office Equipment	1,000	1,000	1,000
01-1251-6286	Vehicle Fuel	28,100	28,100	31,100
	Subtotal - Non-Employee	***154,100***	***154,100***	***159,600***
	TOTAL - HIGHWAYS/STREETS	**1,225,600**	**1,225,600**	**1,460,700**

SHOP OPERATION

Account No.	Description	Original Budget FY 2020	Current Budget FY 2020	Requested Budget FY 2021
	EMPLOYEE-RELATED EXPENSES			
01-1242-5001	Salaries - Regular Time	166,000	166,000	169,300
01-1242-5004	Salaries - Overtime	3,800	3,800	2,400
01-1242-5013	Salaries - Sick Leave	8,700	8,700	8,900
01-1242-5016	Salaries - Annual Leave	12,100	12,100	12,300
01-1242-5019	Salaries - Personal Leave	2,900	2,900	3,000
01-1242-5022	FICA Expense	14,800	14,800	14,900
01-1242-5028	Hospitalization	55,700	55,700	51,600
01-1242-5031	Workman's Comp	7,400	7,400	7,500
01-1242-5040	Retirement	10,100	10,100	23,200
01-1242-5045	Actuarial & Pension Services	1,600	1,600	3,400
	Subtotal - Employee	***283,100***	***283,100***	***296,500***
	NON-EMPLOYEE-RELATED EXPENSES			
01-1242-6137	Supplies and Materials	13,000	12,800	10,000
01-1242-6155	Equipment Maintenance	1,000	1,000	1,000
01-1242-6159	Minor Equipment and Tools	2,500	2,500	2,000
01-1242-6161	Uniform Expense	4,500	4,500	4,500
01-1242-6276	Professional Services	5,000	5,000	4,000
01-1242-6280	Utilities	4,800	4,800	5,700
01-1242-6282	Office Supplies	200	200	200
01-1242-6284	Vehicle Maintenance	2,000	2,000	2,000
01-1242-6285	Office Equipment	100	100	100
01-1242-6286	Vehicle Fuel	34,700	34,700	36,000
	Subtotal - Non-Employee	***67,800***	***67,600***	***65,500***
	TOTAL - SHOP OPERATION	**350,900**	**350,700**	**362,000**

VOLUNTEER ORGANIZATIONS

Account No.	Description	Original Budget FY 2020	Current Budget FY 2020	Requested Budget FY 2021
	SERVICE ORGANIZATIONS			
01-1815-6180	Army Alliance	2,500	2,500	2,500
01-1815-6182	HdG Alliance	10,000	10,000	10,000
	TOTAL - SERVICE ORGANIZATIO	**12,500**	**12,500**	**12,500**
	CIVIC GROUPS			
01-2332-6084	Lower Susq Heritage Greenway	1,000	10,000	20,000
01-2332-6089	Harford Cy Boys & Girls Club	15,000	15,000	15,000
01-2332-6091	Little League	15,000	15,000	15,000
01-2332-6094	HdG Public Schools	5,500	5,500	5,500
01-2332-6193	Recreation Council	56,700	56,700	56,700
01-2332-6252	Heritage Corridor Mgmt Counc	500	500	500
01-2332-6253	Community Projects of HdG	11,200	11,200	11,200
01-2332-6255	Historical Society-Harford Cnt	1,000	1,000	1,000
01-2332-6256	Kitchen Door	1,000	1,000	2,500
01-2332-6257	Grace Place	1,000	1,000	2,500
01-2332-6258	HdG Youth Sailing School	5,000	5,000	5,000
01-2332-6259	HdG Green Team	5,000	5,000	5,000
01-2332-6291	HdG Arts Collectiv (Opera House)	50,000	50,000	75,000
01-2332-6292	St. Johns Cupboard	2,300	2,300	2,500
	TOTAL - CIVIC GROUPS	**170,200**	**179,200**	**217,400**
	MUSEUMS			
01-2334-6208	Lockhouse Expenses	15,000	15,000	15,000
01-2334-6218	Lighthouse Expense	15,000	15,000	15,000
01-2334-6219	Maritime Museum Expenses	15,000	15,000	15,000
01-2334-6226	Decoy Museum	15,000	15,000	15,000
	TOTAL - MUSEUMS	**60,000**	**60,000**	**60,000**
	EMERGENCY SERVICES			
01-1125-6290	HdG Ambulance Corps	96,600	96,600	99,500
01-1131-6290	Susquehanna Hose Co	325,700	325,700	331,600
01-1131-6501	Additional SHCo Contributions	75,000	90,800	75,000
	TOTAL - EMERGENCY SERVICES	**497,300**	**513,100**	**506,100**
	TOTAL - VOLUNTEER ORGS.	**740,000**	**764,800**	**796,000**

GENERAL FUND DEBT SERVICE

Account No.	Description	Original Budget FY 2020	Current Budget FY 2020	Requested Budget FY 2021
01-2410-6416	130 CDA 2006 Park Improvemen	22,500	22,500	23,000
01-2410-6417	130 CDA 2006 Park Improvemen	7,600	7,600	6,600
01-2410-6418	130 CDA 2006 Park Improvemen	200	200	200
01-2410-6428	141 701 Concord Principal	36,500	36,500	38,000
01-2410-6429	141 701 Concord Interest	43,500	43,500	42,000
01-2410-6437	142 2013 Refinancing Principal	197,100	197,100	201,500
01-2410-6438	142 2013 Refinancing Interest	20,200	20,200	16,400
01-2410-6439	143 2016 DHCD Opera House Principal	133,000	133,000	133,000
01-2410-6440	143 2016 DHCD Opera House Interest	36,000	36,000	34,600
01-2410-6441	144 627/649 Water Street Principal	55,000	55,000	55,000
	GENERAL FUND DEBT SERVICE	**551,600**	**551,600**	**550,300**

CAPITAL BUDGET WORKSHEET
General Fund

Account No.	Description	Original Budget FY 2020	Current Budget FY 2020	Requested Budget FY 2021
	CAPITAL EQUIPMENT			
01-1091-6501	Trolly	20,000	95,000	70,000
01-1091-6507	City-Wide Enhancement Projects	128,000	116,500	100,000
01-1091-6508	Auditorium Impact Study			100,000
01-1094-6501	Cameras	35,000	35,000	30,000
01-1112-6501	Police Vehicles (Resale - $22,000)			170,400
01-1112-6501	Range Bullet Traps		9,700	
01-1242-6501	DPW/Admin Vehicles (Resale - $8,500)			46,000
01-1242-6501	3/4 Ton Pick Up Truck	32,000	32,200	
01-1242-6501	Backhoe (Unit B-3911)			125,000
	Subtotal - Equipment	***215,000***	***300,200***	***641,400***
	CAPITAL PROJECTS			
01-1251-7013	Road Repairs	450,000	772,900	365,100
01-1251-7013	Chapel Road Culvert (Contribution - $235,000)			235,000
01-1251-7073	MS4 Stormwater Remediation (DNR - $1,500,000, HC - $500,000)		50,000	2,100,000
01-1251-7077	Promenade Grill Roof Repair		42,900	
01-1251-7082	Water Street Remediation (State - $1,891,200)		98,600	1,891,200
01-1251-7083	Bradford Green Remediation		460,700	
01-1251-7084	Critical Area Remediation	500,000	485,000	
01-1251-7086	City Hall Repairs		218,000	35,000
01-1251-7089	Hutchins Park Amenities (Slip Users - $15,000)		10,000	15,000
01-1251-7091	ADA Bathrooms Opera House		100,000	
01-1251-7092	PD Building AC Upgrade			15,000
01-1251-7093	Opera House Square			20,000
01-1251-7095	Burn's Property Rehabilitation			25,000
01-1251-7097	Sidewalks (Juniata St)			150,000
01-1251-8000	Lilly Run	50,000	35,300	
	Subtotal - Projects	***1,000,000***	***2,273,400***	***4,851,300***
	TOTAL CAPITAL ITEMS	**1,215,000**	**2,573,600**	**5,492,700**

FY 2021 vs FY 2020

WATER & SEWER FUND

	ORIG. BGT. FY 2020	CURR. BGT. FY 2020	REQUESTED FY 2021	Page
Operating Revenues				
Water Production	$2,737,100	$2,737,100	$2,707,200	1
Water Distribution	1,380,200	1,380,200	1,340,800	1
Wastewater Treatment	3,687,400	3,687,400	4,023,400	1
Miscellaneous W&S	155,100	155,100	145,900	1
	7,959,800	7,959,800	8,217,300	
Operating Expenses				
Water Production	2,493,600	2,493,600	2,600,600	2
Water Distribution	1,075,800	1,068,700	1,073,800	3
Wastewater Treatment	2,058,300	2,065,700	2,221,200	4
	5,627,700	5,628,000	5,895,600	
Net Operating Income/(Loss)	**2,332,100**	**2,331,800**	**2,321,700**	
Capital Revenues				
Designated Infrastructure Fees	1,598,900	1,598,900	1,325,700	1
Grant/Debt Proceeds	1,690,900	3,747,800	5,539,400	1
	3,289,800	5,346,700	6,865,100	
Capital Expenses				
Debt Service	2,361,700	2,361,700	2,878,500	6
Capital Projects	2,761,100	5,139,800	5,188,900	5
	5,122,800	7,501,500	8,067,400	
Net Capital Income/(Loss)	**(1,833,000)**	**(2,154,800)**	**(1,202,300)**	
Fund Increase/(Decrease)	499,100	177,000	1,119,400	
Beginning Balance	(499,100)	(177,000)	(1,119,400)	1
Fund Transfers/Reserves	0	0	0	1
Fund Excess/(Deficiency)	***$0***	***$0***	***$0***	

FUND 9 - WATER & SEWER
REVENUES

Account No.	Description	Original Budget FY 2020	Current Budget FY 2020	Requested Budget FY 2021
	WATER PRODUCTION FEES			
09-1209-44-28	Truckload Wtr Sales	29,800	29,800	20,100
09-1209-44-41	Water Revenue	2,706,100	2,706,100	2,674,800
09-1209-44-44	County Water Agreement			11,000
09-1209-44-70	Misc Revenue - Water	1,200	1,200	1,300
	Subtotal - Water Fees	***2,737,100***	***2,737,100***	***2,707,200***
09-1309-44-10	Water Meter Sales	23,800	23,800	17,900
09-1309-44-17	Service Participation Fee	16,800	16,800	16,800
09-1309-44-42	Infrastructure Replacement Fee	817,500	817,500	781,200
09-1309-44-43	Engineering Services Reimbur	1,500	1,500	
09-1309-44-46	Base Fees	487,900	487,900	495,400
09-1309-44-56	Svc Chg Turn-On/Off	32,700	32,700	29,500
	Subtotal - Water Distribution	***1,380,200***	***1,380,200***	***1,340,800***
	WATER PLANT INFRASTRUCTURE FEES			
09-1209-42-47	User Benefit Fees - Water	60,000	60,000	60,200
09-1209-42-48	Capital Cost Recovery Charge	424,000	424,000	290,600
	Subtotal - Water Capital	***484,000***	***484,000***	***350,800***
	WASTEWATER TREATMENT FEES			
09-1409-44-41	Sewer Revenue	3,652,900	3,652,900	3,987,800
09-1409-44-49	Industrial Surcharge	34,500	34,500	35,600
	Subtotal - Wastewater Fees	***3,687,400***	***3,687,400***	***4,023,400***
	WASTEWATER PLANT INFRASTRUCTURE FEES			
09-1409-42-47	User Benefit Fees - Sewer	58,900	58,900	58,800
09-1409-42-48	Cost Recovery Charge	1,056,000	1,056,000	916,100
	Subtotal - Wastewater Capital	***1,114,900***	***1,114,900***	***974,900***
	MISCELLANEOUS FUND 9 REVENUES			
09-0001-46-08	Sale of Surplus Property	4,600	4,600	
09-0001-46-22	Interest Income	4,200	4,200	4,900
09-0001-46-28	Misc Revenues - (Utility Bill Charges)	8,300	8,300	6,900
09-0001-46-39	Expense Reimbursement - Billed	22,900	22,900	22,900
09-0001-46-40	Expense Reimburment	800	800	22,600
09-0001-46-50	Misc AR Penalty	3,100	3,100	3,100
09-1209-46-43	Penalties - Water	13,500	13,500	13,100
09-1209-46-66	Penalties - User Benefits	2,800	2,800	2,800
09-1309-46-42	Connection Fees	9,700	9,700	9,700
09-1409-46-43	Penalties - Sewer	18,100	18,100	15,700
09-1409-46-71	BOD Surcharge	67,100	67,100	44,200
	Subtotal - Miscellanous	***155,100***	***155,100***	***145,900***
	FUND TRANSFERS AND LOAN PROCEEDS			
09-0001-49-01	Appropriated Retained Earnings	(499,100)	(177,000)	(1,119,400)
09-0001-49-27	DHCD Bond Proceeds		1,706,900	5,448,500
09-0001-48-50	State Grant Proceeds	1,690,900	2,040,900	90,900
	Subtotal - Transfers/Reserves	***1,191,800***	***3,570,800***	***4,420,000***
	TOTAL - WATER & SEWER	**10,750,500**	**13,129,500**	**13,963,000**

WATER PRODUCTION

Account No.	Description	Original Budget FY 2020	Current Budget FY 2020	Requested Budget FY 2021
	EMPLOYEE-RELATED EXPENSES			
09-1231-5001	Salaries - Regular Time	485,100	485,100	424,800
09-1231-5004	Salaries - Overtime	10,000	10,000	23,000
09-1231-5013	Salaries - Sick Leave	25,800	25,800	22,300
09-1231-5016	Salaries - Annual Leave	39,800	39,800	31,000
09-1231-5019	Salaries - Personal Leave	8,600	8,600	7,400
09-1231-5022	FICA Expense	43,600	43,600	38,800
09-1231-5028	Hospitalization	201,100	201,100	210,900
09-1231-5031	Workman's Comp	21,800	21,800	18,900
09-1231-5040	Retirement	35,500	35,500	60,200
09-1231-5045	Actuarial & Pension Services	5,700	5,700	8,900
	Subtotal - Employee	***877,000***	***877,000***	***846,200***
	NON-EMPLOYEE-RELATED EXPENSES			
09-1231-6067	Postage	2,000	2,000	2,000
09-1231-6135	Contract Laboratory	25,000	25,000	25,000
09-1231-6136	Lab Supplies & Equipment	15,000	15,000	30,000
09-1231-6137	Other Supplies and Materials	7,500	7,500	7,500
09-1231-6139	Chemical Expense	80,000	80,000	85,000
09-1231-6145	Rental Expense	500	500	1,000
09-1231-6146	SHB Shared Chem & Utilities	25,000	25,000	25,000
09-1231-6147	SHB Shared Rep & Maint	4,000	4,000	5,000
09-1231-6153	Building Maintenance	10,000	10,000	10,000
09-1231-6155	Equip Maintenance	70,000	70,000	70,000
09-1231-6159	Minor Equipment and Tools	4,000	4,000	4,000
09-1231-6161	Uniform Expense	8,000	8,000	10,000
09-1231-6166	Distributed Expenses	563,100	563,100	622,200
09-1231-6193	City Buildings Water & Sewer	593,900	593,900	658,200
09-1231-6200	Casualty Insurance	22,200	22,200	22,300
09-1231-6212	Loop Meter	5,000	5,000	
09-1231-6274	Grounds Maintenance	3,000	3,000	3,000
09-1231-6276	Professional Services	20,000	20,000	15,000
09-1231-6278	Employee Development	5,000	5,000	5,000
09-1231-6280	Utilities	143,700	143,700	140,200
09-1231-6281	Communications	8,000	8,000	8,000
09-1231-6282	Office Supplies	1,000	1,000	2,000
09-1231-6286	Vehicle Fuel	700	700	4,000
	Subtotal - Non-Employee	***1,616,600***	***1,616,600***	***1,754,400***

	TOTAL - WATER PRODUCTION	**2,493,600**	**2,493,600**	**2,600,600**

WATER DISTRIBUTION

Account No.	Description	Original Budget FY 2020	Current Budget FY 2020	Requested Budget FY 2021
	EMPLOYEE-RELATED EXPENSES			
09-1232-5001	Salaries - Regular Time	438,800	438,800	418,700
09-1232-5004	Salaries - Overtime	45,400	45,400	34,000
09-1232-5013	Salaries - Sick Leave	23,000	23,000	21,800
09-1232-5016	Salaries - Annual Leave	31,200	31,200	25,900
09-1232-5019	Salaries - Personal Leave	7,700	7,700	7,300
09-1232-5022	FICA Expense	41,800	41,800	38,700
09-1232-5028	Hospitalization	167,100	167,100	161,000
09-1232-5031	Workman's Comp	19,500	19,500	18,500
09-1232-5040	Retirement	26,500	26,500	56,800
09-1232-5045	Actuarial & Pension Services	4,300	4,300	8,400
	Subtotal - Employee	***805,300***	***805,300***	***791,100***
	NON-EMPLOYEE-RELATED EXPENSES			
09-1232-6080	Bank Service Charges	12,900	12,900	17,500
09-1232-6137	Other Supplies and Materials	110,000	102,900	102,900
09-1232-6140	Meters	60,000	60,000	80,000
09-1232-6145	Rental Expense	2,500	2,500	2,500
09-1232-6155	Equip Maintenance	22,000	22,000	22,000
09-1232-6159	Minor Equipment and Tools	5,000	5,000	5,000
09-1232-6161	Uniform Expense	11,000	11,000	11,000
09-1232-6200	Casualty Insurance	700	700	700
09-1232-6276	Professional Services	15,000	15,000	10,000
09-1232-6277	Travel Expense	200	200	200
09-1232-6278	Employee Development	1,000	1,000	1,000
09-1232-6281	Communications	1,500	1,500	1,800
09-1232-6282	Office Supplies	100	100	100
09-1232-6284	Vehicle Maintenance	5,200	5,200	5,200
09-1232-6285	Office Equipment	100	100	100
09-1232-6286	Vehicle Fuel	23,300	23,300	22,700
	Subtotal - Non-Employee	***270,500***	***263,400***	***282,700***
	TOTAL - WATER DISTRIBUTION	**1,075,800**	**1,068,700**	**1,073,800**

WASTEWATER TREATMENT

Account No.	Description	Original Budget FY 2020	Current Budget FY 2020	Requested Budget FY 2021
	EMPLOYEE-RELATED EXPENSES			
09-1245-5001	Salaries - Regular Time	453,000	453,000	414,000
09-1245-5004	Salaries - Overtime	8,100	8,100	14,600
09-1245-5013	Salaries - Sick Leave	24,100	24,100	21,700
09-1245-5016	Salaries - Annual Leave	37,300	37,300	28,000
09-1245-5019	Salaries - Personal Leave	8,000	8,000	7,200
09-1245-5022	FICA Expense	40,600	40,600	37,000
09-1245-5028	Hospitalization	152,300	152,300	138,500
09-1245-5031	Workman's Comp	20,400	20,400	18,400
09-1245-5040	Retirement	30,900	30,900	56,500
09-1245-5045	Actuarial & Pension Services	5,000	5,000	8,400
	Subtotal - Employee	***779,700***	***779,700***	***744,300***
	NON-EMPLOYEE-RELATED EXPENSES			
09-1245-6135	Contract Laboratory	20,000	20,000	20,000
09-1245-6136	Lab Supplies & Equipment	17,300	17,300	18,000
09-1245-6137	Supplies and Materials	7,500	7,500	8,000
09-1245-6139	Chemical Expense	90,000	90,000	80,000
09-1245-6140	Pretreatment Work	5,000	5,000	5,000
09-1245-6141	Sludge Removal	80,000	80,000	80,000
09-1245-6153	Building Maintenance	10,000	10,000	122,000
09-1245-6155	Equip Maintenance	40,000	40,000	53,300
09-1245-6159	Minor Equipment and Tools	5,000	12,400	7,000
09-1245-6161	Uniform Expense	10,000	10,000	11,000
09-1245-6166	Distributed Expenses	563,100	563,100	622,200
09-1245-6193	City Buildings Water & Sewer	46,900	46,900	51,600
09-1245-6200	Casualty Insurance	29,000	29,000	29,100
09-1245-6274	Grounds Maintenance	10,000	10,000	10,000
09-1245-6276	Professional Services	10,000	10,000	10,000
09-1245-6278	Employee Development	1,500	1,500	2,000
09-1245-6280	Utilities	319,700	319,700	332,200
09-1245-6281	Communications	4,500	4,500	4,500
09-1245-6282	Office Supplies	1,500	1,500	2,500
09-1245-6284	Vehicle Maintenance	3,500	3,500	4,000
09-1245-6286	Vehicle Fuel	4,100	4,100	4,500
	Subtotal - Non-Employee	***1,278,600***	***1,286,000***	***1,476,900***
	TOTAL - WASTEWATER TREATM	**2,058,300**	**2,065,700**	**2,221,200**

CAPITAL BUDGET WORKSHEET
Water & Sewer Fund

Account No.	Description	Original Budget FY 2020	Current Budget FY 2020	Requested Budget FY 2021
09-1231-6501	Graceview/Lapidum Tank Sheds		3,200	
09-1231-6501	Water Tank Inspections		400	
09-1231-6501	Backwash Valve Repair		16,200	
09-1231-6501	Bulle Rock Tower Mixer		40,600	
09-1231-6501	SHB Sludge Pump		36,800	
09-1231-9024	WTP Upgrades	2,000,500	3,740,000	100,000
09-1231-9029	WTP Intake Repairs	300,000	270,500	29,400
09-1231-9030	Vacuum Tank Upgrade		5,700	
09-1231-9031	Streaming Current Monitor		11,200	
09-1231-9032	Solids Handling Facility			850,000
09-1232-6501	Project Engineering Services	265,600	169,100	20,000
09-1232-6501	1 Ton Pick Up Truck	45,000	64,100	
09-1232-6501	Hand Held Water Meter Reader		10,100	
09-1232-6501	Sewer Camera Cable		7,100	
09-1232-9042	Water Valve Inserts	40,000	63,600	50,000
09-1232-9047	Fire Hydrant Replacment Program			60,000
09-1232-9048	Water Line Upgrades		21,500	781,900
09-1232-9051	Water Main Replacement - Route 40		139,900	228,600
09-1232-9054	Sewer Main - Warren Street		350,000	
09-1232-9055	Tower/Tank Rehabilitation		6,500	
09-1232-9056	Sewer Line (Commerce St)			1,310,000
09-1232-9057	Water Main Extension (Shop to Old Bay Ln)			385,000
09-1232-9058	Nat'l Gurad Pump Station Line			89,000
09-1245-6501	Aerator Tank Bearing Repair	30,000	22,600	
09-1245-6501	MPS Pump Replacement		57,700	60,000
09-1245-6501	Float to VFD Upgrade			16,000
09-1245-6501	Pump Station SCADA Controls			60,000
09-1245-9038	Aerobic Digestor Rehabilitation		10,000	
09-1245-9039	Recycling Center Replacement	10,000	10,000	
09-1245-9041	Fiber Optic Loop Inspection		13,000	
09-1245-9042	Lafayette St Pump Station Rehab	70,000	70,000	
09-1245-9043	National Guard Pump Station			770,000
09-1245-9044	Odor Control Upgrade			225,000
09-1245-9045	Scum Line Extension			44,000
09-1245-9046	Woods Pump Station			110,000
	TOTAL - CAPITAL PROJECTS	**2,761,100**	**5,139,800**	**5,188,900**

WATER AND SEWER DEBT SERVICE

Account No.	Description	Original Budget FY 2020	Current Budget FY 2020	Requested Budget FY 2021
	WATER FACILITY DEBT SERVICE			
09-2410-6439	143 2016 DHCD WTP Repairs Principal	152,000	152,000	152,000
09-2410-6440	143 2016 DHCD WTP Repairs Interest	41,100	41,100	39,600
	Subtotal - Water Debt	***193,100***	***193,100***	***191,600***
	WASTEWATER FACILITY DEBT SERVICE			
09-2411-6407	117 MDE 2000 BNR Princ	211,200	211,200	163,300
09-2411-6408	117 MDE 2000 BNR Int	9,000	9,000	3,900
09-2411-6409	117 MDE 2000 BNR Admin	10,400	10,400	10,400
09-2411-6434	138 MDE WWTP Upgrade Princip	1,376,700	1,376,700	1,405,600
09-2411-6435	138 MDE 2007 WWTP Upgrade In	322,400	322,400	293,500
09-2411-6436	138 MDE 2007 WWTP Upgrade Fe	77,100	77,100	77,100
09-2411-6437	142 2013 Refinancing Principal	65,900	65,900	63,500
09-2411-6438	142 2013 Refinancing Interest	9,900	9,900	8,600
09-2411-6439	145 TCF Sewer Truck Principal	71,900	71,900	75,200
09-2411-6440	145 TCF Sewer Truck Interest	14,100	14,100	10,800
09-2411-6441	146 2020 DHCD Infrastructure Bond			438,900
09-2411-6442	146 2020 DHCD Infrastructure Bond			136,100
	Subtotal - Wastewater Debt	***2,168,600***	***2,168,600***	***2,686,900***
	TOTAL - DEBT SERVICE	**2,361,700**	**2,361,700**	**2,878,500**

FY 2021 vs FY 2020

MARINE FACILITIES FUND

	ORIG. BGT. FY 2020	CURR. BGT. FY 2020	REQUESTED FY 2021	Page
Operating Revenues				
Facility Fees	$573,300	$573,300	$662,300	1
Miscellaneous Income	19,900	19,900	22,300	1
	593,200	593,200	684,600	
Operating Expenses				
Marine Expenses	568,400	568,400	639,300	2
	568,400	568,400	639,300	
Net Operating Income/(Loss)	**24,800**	**24,800**	**45,300**	
Capital Revenues				
Infrastructure Grants/Loans	0	0	0	
Capital Expenses				
Capital Projects	60,000	60,000	20,000	3
Net Capital Income/(Loss)	**(60,000)**	**(60,000)**	**(20,000)**	
Fund Increase/(Decrease)	(35,200)	(35,200)	25,300	
Beginning Balance	548,000	548,000	720,700	1
Fund Transfers/Reserves	(512,800)	(512,800)	(746,000)	1
Fund Excess/(Deficiency)	***$0***	***$0***	***$0***	

FUND 8 - MARINE FACILITIES - REVENUES

Account No.	Description	Original Budget FY 2020	Current Budget FY 2020	Requested Budget FY 2021
	FACILITY FEES			
08-1809-44-52	Annual Slip Reservation Fee	700	700	300
08-1809-44-63	Leasing - Slip Contract	366,400	366,400	402,800
08-1809-44-64	Penalties - Slip Rent	6,500	6,500	9,400
08-1809-44-65	J. Roberts Ramp	3,100	3,100	200
08-1809-44-66	City Yacht Ramp Fees	24,600	24,600	28,800
08-1809-44-70	Gas Pump Sales	134,200	134,200	186,900
08-1809-44-71	Credit Card Gasoline Sales	13,300	13,300	13,800
08-1809-44-72	Electric Fees	15,800	15,800	15,100
08-1809-44-73	Diesel Fuel Sales	7,200	7,200	3,500
08-1809-44-74	Credit Card Diesel Sales	500	500	300
08-1809-44-75	Pumpout Fees	1,000	1,000	1,200
	Subtotal - Facility Fees	***573,300***	***573,300***	***662,300***
	MISCELLANEOUS REVENUES			
08-1809-46-22	Interest Income	5,500	5,500	6,500
08-1809-46-28	Misc Revenue	200	200	300
08-1809-46-69	Transient or Short Term	9,600	9,600	10,500
08-1809-46-76	Misc Resale Revenues	4,600	4,600	5,000
	Subtotal - Miscellaneous	***19,900***	***19,900***	***22,300***
	FUND TRANSFERS AND LOAN PROCEEDS			
08-1809-49-02	Capital Reserve	(512,800)	(512,800)	(746,000)
08-1809-49-02	Appropriated Retained Earnings	548,000	548,000	720,700
	Subtotal - Transfers/Reserves	***35,200***	***35,200***	***(25,300)***
	TOTAL - Marine Facilities	**628,400**	**628,400**	**659,300**

FUND 8 - MARINE FACILITIES

Account No.	Description	Original Budget FY 2020	Current Budget FY 2020	Requested Budget FY 2021
	EMPLOYEE-RELATED EXPENSES			
08-1839-5001	Salaries - Regular Time	74,100	74,100	95,400
08-1839-5007	Salaries - Seasonal	41,300	41,300	41,100
08-1839-5013	Salaries - Sick Leave	5,900	5,900	6,900
08-1839-5016	Salaries - Annual Leave	4,400	4,400	5,300
08-1839-5019	Salaries - Personal Leave	2,000	2,000	2,300
08-1839-5022	FICA Expense	9,800	9,800	11,500
08-1839-5028	Hospitalization	28,800	28,800	30,700
08-1839-5031	Workman's Comp	5,000	5,000	5,900
08-1839-5040	Retirement	3,400	3,400	13,200
08-1839-5045	Actuarial & Pension Services	500	500	2,000
	Subtotal - Employee	***175,200***	***175,200***	***214,300***
	NON-EMPLOYEE-RELATED EXPENSES			
08-1839-6068	Advertising Expense	500	500	500
08-1839-6070	Printing and Publishing	500	500	500
08-1839-6081	Credit Card Expense	3,000	3,000	3,000
08-1839-6130	Misc Resale Items	5,000	5,000	5,000
08-1839-6131	Gasoline (Resale)	170,000	170,000	180,000
08-1839-6132	Diesel Fuel (Resale)	16,000	16,000	16,000
08-1839-6137	Other Supplies and Materials	10,000	10,000	10,000
08-1839-6153	Building Maintenance	6,000	6,000	6,000
08-1839-6155	Equip Maintenance	2,600	2,600	2,600
08-1839-6157	Island Maintenance	4,700	4,700	5,000
08-1839-6161	Uniform Expense	3,000	3,000	2,500
08-1839-6163	Employee Training	400	400	400
08-1839-6166	Distributed Expenses	58,500	58,500	67,200
08-1839-6200	Casualty Insurance	49,900	49,900	52,600
08-1839-6210	Dock Maintenance	8,000	8,000	8,000
08-1839-6276	Professional Services	12,000	12,000	12,000
08-1839-6280	Utilities	34,900	34,900	45,500
08-1839-6281	Communications	4,000	4,000	4,000
08-1839-6282	Office Supplies	1,200	1,200	1,200
08-1839-6284	Vehicle Maintenance	2,500	2,500	2,500
08-1839-6286	Vehicle Fuel	500	500	500
	Subtotal - Non-Employee	***393,200***	***393,200***	***425,000***
	TOTAL - MARINA EXPENSE	**568,400**	**568,400**	**639,300**

FUND 8 - MARINE FACILITIES CAPITAL PROJECTS

Account No.	Description	Original Budget FY 2020	Current Budget FY 2020	Requested Budget FY 2021
	CDA LOANS			
08-1839-6501	Bulk Head Inspection	50,000	50,000	
08-1839-6501	Bldg. Jack & Dolly	10,000	10,000	
08-1839-6501	Fuel Tanks/Dispensors			20,000
	TOTAL - MARINA CAPITAL	**60,000**	**60,000**	**20,000**