ORDINANCE NO. 1021

AN ORDINANCE BY THE MAYOR AND CITY COUNCIL OF HAVRE DE GRACE BY THE AUTHORITY OF 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 2020, BY DESIGNATING THE ANNUAL PROJECTION OF ANTICIPATED REVENUES AND PROPOSED AUTHORIZED EXPENSES FOR THE CITY OF HAVRE DE GRACE FOR FISCAL YEAR 2020

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 1, 2019 through June 30, 2020, said period known as fiscal year 2020; 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 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;

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 2020 shall be enacted as follows:

BUDGET ORDINANCE

Section 1. Attached hereto is the Havre de Grace Budget for the fiscal year 2020 ("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, 2019 and expire on June 30, 2020.

ATTEST:

PATRICK D. SYPOLT
DIRECTOR OF ADMINISTRATION

THE MAYOR AND CITY COUNCIL
OF HAVRE DE GRACE, MARYLAND

WILLIAM T. MARTIN
MAYOR

Introduced: 06/03/2019
Public Hearing: 06/10/2019
Enacted: 06/17/2019

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

FY 2020 vs FY 2019

	GENERAL FUND ORIG. BGT. FY 2019	CURR. BGT. FY 2019	REQUESTED FY 2020	Page
Operating Revenues				
Taxes and Penalties	$10,776,600	$10,776,600	$10,972,500	1
Intergovernmental	765,700	765,700	880,300	1
Licenses and Permits	286,600	286,600	291,600	1
Service Fees	115,900	115,900	113,800	1
Fines and Forfeitures	4,500	4,500	3,600	1
Grants	2,126,900	1,871,400	1,196,100	2
Miscellaneous	209,200	209,200	356,100	2
	14,285,400	14,029,900	13,814,000	
Operating Expenses				
Mayor	34,300	34,300	42,500	3
City Council	86,100	86,100	86,600	4
Administration	1,517,500	1,460,900	1,642,400	5-7
Registration & Elections	5,500	5,500	5,400	8
Legal Services	90,400	90,400	80,400	8
Casualty & Liability Insurance	127,500	127,500	127,300	8
Economic Development	187,200	187,200	200,600	9
Finance	782,600	782,600	794,700	10
Planning and Code Enforcement	623,400	640,000	759,000	11
Public Safety	5,630,500	5,592,800	5,453,300	12-13
Public Works	3,712,700	3,712,700	3,644,900	14-17
Service Organizations	13,500	13,500	12,500	18
Museums	60,000	60,000	60,000	18
Civic Groups	184,200	184,200	200,200	18
Ambulance Corps	96,600	96,600	96,600	18
Susquehanna Hose Co.	475,700	475,700	400,700	18
	13,627,700	13,550,000	13,607,100	
Capital Expenses				
Capital Equipment	235,000	380,900	87,000	20
Capital Projects	1,620,700	1,859,800	1,128,000	20
Debt Service	548,800	548,800	551,600	19
	2,404,500	2,789,500	1,766,600	
	16,032,200	16,339,500	15,373,700	
Fund Increase/(Decrease)	(1,746,800)	(2,309,600)	(1,559,700)	
Beginning Balance	607,600	1,170,400	418,200	2
Fund Transfers/Reserves	1,139,200	1,139,200	1,141,500	2
Fund Excess/ (Deficiency)	***$0***	***$0***	***$0***	

GENERAL FUND OPERATING REVENUES

Account No.	Description	Original Budget FY 2019	Current Budget FY 2019	Requested Budget FY 2020
	TAXES			
01-0001-41-01	Real Property Taxes	8,096,700	8,096,700	8,317,600
01-0001-41-06	Critical Area Tax	42,400	42,400	43,200
01-0001-41-12	Pers Prop, Unincorporated	7,100	7,100	8,600
01-0001-41-13	Pers Prop, RR/Utilities	196,400	196,400	209,900
01-0001-41-14	Pers Prop, Incorporated	222,500	222,500	204,200
01-0001-41-20	Penalties, Real Property	46,200	46,200	39,900
01-0001-41-23	Penalties, Personal Property Taxes	11,300	11,300	7,600
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	70,100	70,100	70,400
01-0001-41-61	Admissions & Amusements	83,600	83,600	67,400
01-0001-41-62	Hotel/Motel Tax	28,900	28,900	32,300
01-0001-41-95	County Pmts In Lieu of Taxes	15,300	15,300	15,300
	Subtotal - Taxes	***10,776,600***	***10,776,600***	***10,972,500***
	INTERGOVERNMENTAL			
01-0001-43-33	State Police Protection	269,400	269,400	260,700
01-0001-43-51	Highway User Fees	453,400	453,400	577,100
01-0001-43-63	Enterprise Zone Credit Reimb	42,900	42,900	42,500
	Subtotal - Intergovernmental	***765,700***	***765,700***	***880,300***
	LICENSES AND PERMITS			
01-0001-42-21	Beer, Wine, Liquor License	10,900	10,900	
01-0001-42-23	Trader Licenses	1,700	1,700	1,500
01-0001-42-32	Building Permits	137,400	137,400	135,700
01-0001-42-34	Cable TV License Fee	136,600	136,600	154,400
	Subtotal - Licenses/Permits	***286,600***	***286,600***	***291,600***
	GENERAL SERVICE FEES			
01-0001-44-15	Rent - American Tower	46,100	46,100	48,700
01-0001-44-16	Rent - Visitors Center	1,000	1,000	1,000
01-0001-44-30	Rent-Tydings Concession	10,800	10,800	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	11,100	11,100	5,600
01-0001-44-35	Rent - Upper Chesapeake (Lodge La	3,300	3,300	3,300
01-0001-44-37	Candidate Filing Fees	400	400	300
01-0001-44-43	Engineering Svcs. Reimb.	2,500	2,500	
01-0001-44-49	Firing Range Rental-Unbilled	14,700	14,700	28,300
01-0001-44-51	Firing Range Reimbursement-Billed	6,700	6,700	5,400
01-0001-44-52	Administrative Fees	15,800	15,800	6,900
01-0001-44-54	Board of Appeals Fees	2,100	2,100	1,400
	Subtotal - Service Fees	***115,900***	***115,900***	***113,800***
	FINES/FORFEITURES			
01-0001-45-01	City Ord Violations	3,400	3,400	2,300
01-0001-45-02	Police Misc Income	1,100	1,100	1,300
	Subtotal - Fines/Forfeitures	***4,500***	***4,500***	***3,600***

GENERAL FUND OPERATING REVENUES

Account No.	Description	Original Budget FY 2019	Current Budget FY 2019	Requested Budget FY 2020
	GRANTS			
01-0001-48-34	State Grants	256,000		
01-0001-48-36	MHAA Grant	25,000	105,000	
01-0001-48-65	County Grants - Fin. Inst.	5,100	5,100	5,100
01-0001-48-75	County Grants - Parks & Rec.	204,500		
01-0001-48-80	County Grants - Police Diff.	1,125,000	1,125,000	1,188,100
01-0001-48-81	Mini Police Grants	11,300	11,300	2,900
01-0001-48-96	DNR Open Space Grants		625,000	
01-0001-48-97	CDBG Grant	500,000		
	Subtotal - Grants/Bonds	***2,126,900***	***1,871,400***	***1,196,100***
	MISCELLANEOUS			
01-0001-46-04	Contrib & Donations	8,200	8,200	22,200
01-0001-46-08	Sale of Surplus Property	2,300	2,300	6,800
01-0001-46-22	Interest Income	47,800	47,800	87,600
01-0001-46-28	Misc Revenues	10,400	10,400	9,900
01-0001-46-29	Misc Revenues - Billed	2,500	2,500	4,800
01-0001-46-39	Expense Reimbursements - Billed	18,500	18,500	47,500
01-0001-46-40	Expense Reimbursement	108,000	108,000	166,200
01-0001-46-50	Misc AR Penalties	4,300	4,300	6,200
01-0001-46-76	Tourism Sales	2,500	2,500	1,000
01-0001-46-77	Tourism Advertising Revenue	500	500	500
01-0001-46-78	Tourism Advertising - Guide	4,200	4,200	3,400
	Subtotal - Miscellaneous	***209,200***	***209,200***	***356,100***
	TRANSFERS IN/(OUT)			
01-0001-49-43	Distributed Expenses	1,152,900	1,152,900	1,184,700
01-0001-49-00	Fund Transfers (Critical Area)	(13,700)	(13,700)	(43,200)
01-0001-49-98	Unrestricted Fund Balance	607,600	1,170,400	418,200
	Subtotal - Transfers/Reserves	***1,746,800***	***2,309,600***	***1,559,700***
	TOTAL REVENUES	**16,032,200**	**16,339,500**	**15,373,700**

MAYOR

Account No.	Description	Original Budget FY 2019	Current Budget FY 2019	Requested Budget FY 2020
	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	1,400	1,400	2,000
01-1031-6282	Office Supplies	400	400	1,000
01-1031-6283	Public Relations	12,400	12,400	19,400
	Subtotal - Non-Employee	***14,500***	***14,500***	***22,700***
	TOTAL - MAYOR	**34,300**	**34,300**	**42,500**

CITY COUNCIL

Account No.	Description	Original Budget FY 2019	Current Budget FY 2019	Requested Budget FY 2020
	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	15,600	15,600	15,800
01-1011-6070	Printing and Publishing	800	800	200
01-1011-6277	Travel Expense	5,900	5,900	6,200
01-1011-6283	Public Relations	12,800	12,800	13,400
01-1011-6290	Misc Operating Costs	500	500	500
	Subtotal - Non-Employee	***35,600***	***35,600***	***36,100***
	TOTAL - CITY COUNCIL	**86,100**	**86,100**	**86,600**

ADMINISTRATION OFFICES

Account No.	Description	Original Budget FY 2019	Current Budget FY 2019	Requested Budget FY 2020
	EMPLOYEE-RELATED EXPENSES			
01-1091-5001	Salaries - Regular Time	426,400	426,400	503,100
01-1091-5004	Salaries - Overtime	2,000	2,000	
01-1091-5007	Salaries - Seasonal	19,500	19,500	19,500
01-1091-5013	Salaries - Sick Leave	22,900	22,900	25,800
01-1091-5016	Salaries - Annual Leave	25,700	25,700	27,400
01-1091-5019	Salaries - Personal Leave	7,400	7,400	8,400
01-1091-5022	FICA Expense	38,500	38,500	44,700
01-1091-5028	Hospitalization	62,000	62,000	83,600
01-1091-5030	Retirees' Medical Benefits	129,800	129,800	133,700
01-1091-5031	Workman's Comp	1,800	1,800	1,000
01-1091-5040	Retirement	21,400	21,400	24,400
01-1091-5045	Actuarial & Pension Servcies	3,300	3,300	3,900
	Subtotal - Employee	***760,700***	***760,700***	***875,500***
	NON-EMPLOYEE-RELATED EXPENSES			
01-1091-6025	Medical Testing & Supplies	14,000	14,000	10,000
01-1091-6062	Dues and Subscriptions	8,000	8,000	7,000
01-1091-6067	Postage	25,000	25,000	23,000
01-1091-6192	City Buildings Water & Sewer	25,000	25,000	26,600
01-1091-6223	Contrib to Liq Board	1,800	1,800	1,800
01-1091-6276	Professional Services	13,000	13,000	13,000
01-1091-6277	Travel Expense	4,700	4,700	2,500
01-1091-6278	Employee Development	25,500	14,700	20,000
01-1091-6280	Utilities	26,000	26,000	26,500
01-1091-6282	Office Supplies	14,000	14,000	13,000
01-1091-6283	Public Relations	24,800	19,000	40,000
01-1091-6284	Vehicle Maintenance	2,000	2,000	2,000
01-1091-6286	Vehicle Fuel	700	700	700
	Subtotal - Non-Employee	***184,500***	***167,900***	***186,100***
	TOTAL - ADMINISTRATION	**945,200**	**928,600**	**1,061,600**

TOURISM

Account No.	Description	Original Budget FY 2019	Current Budget FY 2019	Requested Budget FY 2020
	EMPLOYEE-RELATED EXPENSES			
01-1092-5001	Salaries - Regular Time	91,700	91,700	93,500
01-1092-5004	Salaries - Overtime	500	500	700
01-1092-5013	Salaries - Sick Leave	4,700	4,700	4,800
01-1092-5016	Salaries - Annual Leave	3,800	3,800	3,900
01-1092-5019	Salaries - Personal Leave	1,600	1,600	1,600
01-1092-5022	FICA Expense	7,800	7,800	8,000
01-1092-5028	Hospitalization	51,600	51,600	57,100
01-1092-5031	Workman's Comp	200	200	200
01-1092-5040	Retirement	5,500	5,500	5,500
01-1092-5045	Actuarial & Pension Servcies	900	900	900
	Subtotal - Employee	***168,300***	***168,300***	***176,200***
	NON-EMPLOYEE-RELATED EXPENSES			
01-1092-6062	Dues and Subscriptions	2,000	2,000	1,000
01-1092-6067	Postage	500	500	300
01-1092-6070	Printing and Publishing	16,000	16,000	15,000
01-1092-6130	Items for Resale	2,500	2,500	1,000
01-1092-6277	Travel Expense	3,000	3,000	2,000
01-1092-6280	Utilities	1,900	1,900	1,700
01-1092-6282	Office Supplies	1,000	1,000	1,000
01-1092-6283	Public Relations	8,700	8,700	1,000
01-1092-6288	Advertising	56,500	56,500	60,000
	Subtotal - Non-Employee	***92,100***	***92,100***	***83,000***
	TOTAL - TOURISM	**260,400**	**260,400**	**259,200**

INFORMATION TECHNOLOGY

Account No.	Description	Original Budget FY 2019	Current Budget FY 2019	Requested Budget FY 2020
	EMPLOYEE-RELATED EXPENSES			
01-1094-5001	Salaries - Regular Time	66,100	66,100	67,200
01-1094-5004	Salaries - Overtime	1,500	1,500	1,100
01-1094-5013	Salaries - Sick Leave	3,400	3,400	3,500
01-1094-5016	Salaries - Annual Leave	3,400	3,400	3,500
01-1094-5019	Salaries - Personal Leave	1,100	1,100	1,200
01-1094-5022	FICA Expense	5,800	5,800	5,900
01-1094-5028	Hospitalization	26,300	26,300	29,000
01-1094-5031	Workman's Comp	200	200	100
01-1094-5040	Retirement	4,000	4,000	4,000
01-1094-5045	Actuarial & Pension Services	600	600	600
	Subtotal - Employee	***112,400***	***112,400***	***116,100***
	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	90,500	90,500	95,500
01-1094-6281	Communications	33,600	33,600	34,600
01-1094-6285	Office Equipment	42,400	2,400	42,400
	Subtotal - Non-Employee	***199,500***	***159,500***	***205,500***
	TOTAL - IT	**311,900**	**271,900**	**321,600**

REGISTRATION AND ELECTIONS, LEGAL SERVICES, AND INSURANCE

Account No.	Description	Original Budget FY 2019	Current Budget FY 2019	Requested Budget FY 2020
	REGISTRATION AND ELECTIONS			
01-1041-5007	Salaries - Seasonal	2,500	2,500	2,500
01-1041-5022	FICA Expense	200	200	200
01-1041-6145	Facility Rental	800	800	800
01-1041-6282	Office Supplies	700	700	700
01-1041-6283	Public Relations	1,300	1,300	1,200
	TOTAL - REGISTRTN/ELECTIONS	**5,500**	**5,500**	**5,400**
	LEGAL SERVICES			
01-1061-6061	Legal Services - Council	90,400	90,400	80,400
	TOTAL - LEGAL SERVICES	**90,400**	**90,400**	**80,400**
	INSURANCE			
01-2400-6125	Consulting Fees	1,500	1,500	1,500
01-2400-6200	Casualty Insurance	111,000	111,000	110,800
01-2400-6290	Unemployment Insurance	15,000	15,000	15,000
	TOTAL - INSURANCE	**127,500**	**127,500**	**127,300**

ECONOMIC DEVELOPMENT

Account No.	Description	Original Budget FY 2019	Current Budget FY 2019	Requested Budget FY 2020
	EMPLOYEE-RELATED EXPENSES			
01-1071-5001	Salaries - Regular Time	75,700	75,700	80,100
01-1071-5013	Salaries - Sick Leave	4,200	4,200	4,400
01-1071-5016	Salaries - Annual Leave	8,300	8,300	8,700
01-1071-5019	Salaries - Personal Leave	1,400	1,400	1,500
01-1071-5022	FICA Expense	6,900	6,900	7,200
01-1071-5028	Hospitalization	11,300	11,300	12,400
01-1071-5031	Workman's Comp	200	200	200
01-1071-5040	Retirement	4,900	4,900	5,000
01-1071-5045	Actuarial & Pension Services	800	800	800
	Subtotal - Employee	***113,700***	***113,700***	***120,300***
	NON-EMPLOYEE-RELATED EXPENSES			
01-1071-6062	Dues and Subscriptions	2,500	2,500	2,500
01-1071-6067	Postage	400	400	300
01-1071-6070	Printing and Publishing	5,000	5,000	4,000
01-1071-6206	Economic Development Activities	15,000	15,000	15,000
01-1071-6276	Professional Services	32,500	32,500	45,000
01-1071-6277	Travel Expense	5,000	5,000	4,500
01-1071-6278	Employee Development	3,300	3,300	
01-1071-6282	Office Supplies	800	800	800
01-1071-6283	Public Relations	5,000	5,000	4,500
01-1071-6288	Advertising	4,000	4,000	3,700
	Subtotal - Non-Employee	***73,500***	***73,500***	***80,300***
	TOTAL - ECON. DEV.	**187,200**	**187,200**	**200,600**

FINANCE

Account No.	Description	Original Budget FY 2019	Current Budget FY 2019	Requested Budget FY 2020
	EMPLOYEE-RELATED EXPENSES			
01-1051-5001	Salaries - Regular Time	434,700	434,700	444,700
01-1051-5004	Salaries - Overtime	400	400	
01-1051-5013	Salaries - Sick Leave	22,900	22,900	23,400
01-1051-5016	Salaries - Annual Leave	32,000	32,000	31,700
01-1051-5019	Salaries - Personal Leave	7,600	7,600	7,800
01-1051-5022	FICA Expense	38,100	38,100	38,800
01-1051-5028	Hospitalization	136,600	136,600	137,400
01-1051-5031	Workman's Comp	1,100	1,100	900
01-1051-5040	Retirement	30,100	30,100	30,600
01-1051-5045	Actuarial & Pension Services	4,700	4,700	5,000
	Subtotal - Employee	***708,200***	***708,200***	***720,300***
	NON-EMPLOYEE-RELATED EXPENSES			
01-1051-6080	Bank Service Charges	27,500	27,500	27,500
01-1051-6276	Professional Services	39,600	39,600	39,600
01-1051-6277	Travel Expense	1,800	1,800	1,800
01-1051-6282	Office Supplies	5,500	5,500	5,500
	Subtotal - Non-Employee	***74,400***	***74,400***	***74,400***
	TOTAL - FINANCE	**782,600**	**782,600**	**794,700**

PLANNING AND CODE ENFORCEMENT

Account No.	Description	Original Budget FY 2019	Current Budget FY 2019	Requested Budget FY 2020
	EMPLOYEE-RELATED EXPENSES			
01-1089-5001	Salaries - Regular Time	380,100	380,100	430,300
01-1089-5004	Salaries - Overtime	300	300	1,000
01-1089-5013	Salaries - Sick Leave	15,700	15,700	22,000
01-1089-5016	Salaries - Annual Leave	15,200	15,200	18,600
01-1089-5019	Salaries - Personal Leave	5,200	5,200	7,300
01-1089-5022	FICA Expense	31,900	31,900	36,700
01-1089-5028	Hospitalization	88,300	88,300	126,400
01-1089-5031	Workman's Comp	8,700	8,700	9,200
01-1089-5040	Retirement	18,400	18,400	28,700
01-1089-5045	Actuarial & Pension Services	2,900	2,900	4,600
	Subtotal - Employee	***566,700***	***566,700***	***684,800***
	NON-EMPLOYEE-RELATED EXPENSES			
01-1089-6161	Uniform Expense	700	700	900
01-1089-6183	Planning Commission	2,000	2,000	500
01-1089-6197	Historic Dist Comm	4,000	4,000	3,500
01-1089-6198	Board of Appeals	2,000	2,000	2,500
01-1089-6275	County Inspections	25,000	25,000	30,000
01-1089-6276	Professional Services	15,000	31,600	30,000
01-1089-6277	Travel Expense	1,000	1,000	2,000
01-1089-6282	Office Supplies			300
01-1089-6284	Vehicle Maintenance	2,000	2,000	2,000
01-1089-6286	Vehicle Fuel	5,000	5,000	2,500
	Subtotal - Non-Employee	***56,700***	***73,300***	***74,200***
	TOTAL - PLANNING/CODE ENFOR	**623,400**	**640,000**	**759,000**

POLICE ADMINISTRATION

Account No.	Description	Original Budget FY 2019	Current Budget FY 2019	Requested Budget FY 2020
	EMPLOYEE-RELATED EXPENSES			
01-1111-5001	Salaries - Regular Time	449,500	449,500	425,300
01-1111-5004	Salaries - Overtime	10,000	10,000	10,000
01-1111-5013	Salaries - Sick Leave	23,600	23,600	22,200
01-1111-5016	Salaries - Annual Leave	31,300	31,300	27,100
01-1111-5019	Salaries - Personal Leave	7,900	7,900	7,400
01-1111-5022	FICA Expense	40,000	40,000	37,600
01-1111-5028	Hospitalization	159,900	159,900	177,300
01-1111-5031	Workman's Comp	1,100	1,100	900
01-1111-5040	Retirement	27,600	27,600	28,500
01-1111-5045	Actuarial & Pension Services	4,300	4,300	4,600
	Subtotal - Employee	***755,200***	***755,200***	***740,900***
	NON-EMPLOYEE-RELATED EXPENSES			
01-1111-6067	Postage	500	500	500
01-1111-6153	Range Maintenance	55,300	55,300	5,000
01-1111-6160	Legal Services	4,300	4,300	2,300
01-1111-6274	Grounds Maintenance	800	800	
01-1111-6275	Mandated Tests & Related Sup	10,000	10,000	5,000
01-1111-6276	Professional Services	4,500	4,500	2,000
01-1111-6277	Travel Expense	4,000	4,000	2,000
01-1111-6280	Utilities	42,700	42,700	44,500
01-1111-6281	Communications	29,100	29,100	20,000
01-1111-6282	Office Supplies	3,900	3,900	4,000
01-1111-6283	Public Relations	9,000	9,000	3,000
01-1111-6285	Office Equipment	18,000	18,000	11,100
	Subtotal - Non-Employee	***182,100***	***182,100***	***99,400***
	TOTAL - POLICE ADMINISTRATI	**937,300**	**937,300**	**840,300**

POLICE PATROL AND INVESTIGATION

Account No.	Description	Original Budget FY 2019	Current Budget FY 2019	Requested Budget FY 2020
	EMPLOYEE-RELATED EXPENSES			
01-1112-5001	Salaries - Regular Time	2,192,700	2,192,700	2,186,900
01-1112-5004	Salaries - Overtime	170,000	170,000	150,000
01-1112-5013	Salaries - Sick Leave	108,900	108,900	108,000
01-1112-5016	Salaries - Annual Leave	125,600	125,600	118,300
01-1112-5019	Salaries - Personal Leave	36,300	36,300	35,800
01-1112-5022	FICA Expense	201,500	201,500	198,800
01-1112-5028	Hospitalization	513,000	513,000	568,300
01-1112-5031	Workman's Comp	185,800	185,800	185,400
01-1112-5040	Retirement	745,900	745,900	745,400
01-1112-5045	Actuarial & Pension Services	116,100	116,100	119,700
	Subtotal - Employee	***4,395,800***	***4,395,800***	***4,416,600***
	NON-EMPLOYEE-RELATED EXPENSES			
01-1112-6137	Supplies and Materials	35,000	32,000	20,000
01-1112-6151	K9 Expense	6,000	6,000	5,000
01-1112-6153	Building Maintenance	18,000	18,000	10,000
01-1112-6155	Equip Maintenance	4,000	4,000	4,000
01-1112-6161	Uniform Expense	23,000	23,000	23,000
01-1112-6163	Employee Training	51,500	46,800	20,000
01-1112-6276	Professional Services	40,000	10,000	
01-1112-6284	Vehicle Maintenance	40,000	40,000	40,000
01-1112-6286	Vehicle Fuel	79,900	79,900	74,400
	Subtotal - Non-Employee	***297,400***	***259,700***	***196,400***
	TOTAL - POLICE PATROL & INVI	**4,693,200**	**4,655,500**	**4,613,000**

Account No.	Description	Original Budget FY 2019	Current Budget FY 2019	Requested Budget FY 2020
	DPW ADMINISTRATION			
	EMPLOYEE-RELATED EXPENSES			
01-1211-5001	Salaries - Regular Time	596,900	596,900	557,000
01-1211-5004	Salaries - Overtime	2,800	2,800	5,300
01-1211-5013	Salaries - Sick Leave	31,300	31,300	28,700
01-1211-5016	Salaries - Annual Leave	40,500	40,500	28,600
01-1211-5019	Salaries - Personal Leave	10,400	10,400	9,600
01-1211-5022	FICA Expense	52,200	52,200	48,100
01-1211-5028	Hospitalization	155,400	155,400	152,600
01-1211-5031	Workman's Comp	20,000	20,000	20,100
01-1211-5040	Retirement	35,000	35,000	31,400
01-1211-5045	Actuarial & Pension Services	5,400	5,400	5,000
	Subtotal - Employee	***949,900***	***949,900***	***886,400***
	NON-EMPLOYEE-RELATED EXPENSES			
01-1211-6161	Uniform Expense	3,000	3,000	7,000
01-1211-6277	Travel Expense	500	500	200
01-1211-6283	Public Relations	3,500	3,500	3,000
	Subtotal - Non-Employee	***7,000***	***7,000***	***10,200***
	TOTAL - DPW ADMINISTRATION	**956,900**	**956,900**	**896,600**
	WASTE DISPOSAL			
01-1244-6125	Contractual Services	550,000	550,000	600,000
	TOTAL - WASTE DISPOSAL	**550,000**	**550,000**	**600,000**
	SIDEWALKS AND CURBS			
01-1253-6137	Supplies and Materials	21,000	21,000	20,000
	TOTAL - SIDEWALKS AND CURBS	**21,000**	**21,000**	**20,000**
	SNOW AND ICE REMOVAL			
01-1254-6137	Other Supplies and Materials	21,600	21,600	21,600
01-1254-6155	Equip Maintenance	5,500	5,500	3,000
01-1254-6159	Minor Equipment and Tools	200	200	
01-1254-6282	Public Relations	100	100	100
	TOTAL - SNOW AND ICE REMOVA	**27,400**	**27,400**	**24,700**
	STORM DRAINAGE			
01-1256-6137	Other Supplies and Materials	1,900	1,900	1,000
01-1256-6276	Professional Services	30,000	30,000	7,500
	TOTAL - STORM DRAINAGE	**31,900**	**31,900**	**8,500**
	STREET LIGHTS			
01-1258-6137	Other Supplies and Materials	200	200	500
01-1258-6276	Professional Services	2,800	2,800	4,000
01-1258-6280	Utilities	199,800	199,800	195,100
	TOTAL - STREET LIGHTS	**202,800**	**202,800**	**199,600**
	TREE SERVICES			
01-1290-6137	Other Supplies and Materials	6,000	6,000	2,000
01-1290-6276	Professional Services	46,000	46,000	45,000
	TOTAL - TREE SERVICES	**52,000**	**52,000**	**47,000**

PUBLIC WORKS

Account No.	Description	Original Budget FY 2019	Current Budget FY 2019	Requested Budget FY 2020
	BUILDING AND PROPERTY MAINTENANCE			
01-1292-6153	Building Maintenance	78,000	78,000	70,000
01-1292-6154	Opera House Maintenance	10,000	10,000	10,000
01-1292-6274	Grounds Maintenance	80,000	80,000	100,000
	TOTAL - BLDG. AND PRPTY MAIN	**168,000**	**168,000**	**180,000**
	RECREATION SUPPORT			
01-1293-6137	Supplies and Materials	32,000	32,000	40,000
01-1293-6275	Park Maintenance	32,000	32,000	32,000
01-1293-6280	Utilities	18,800	18,800	20,000
	TOTAL - RECREATION SUPPORT	**82,800**	**82,800**	**92,000**
	TOTAL - PUBLIC WORKS	**2,092,800**	**2,092,800**	**2,068,400**

HIGHWAYS & STREETS

Account No.	Description	Original Budget FY 2019	Current Budget FY 2019	Requested Budget FY 2020
	EMPLOYEE-RELATED EXPENSES			
01-1251-5001	Salaries - Regular Time	579,700	579,700	605,900
01-1251-5004	Salaries - Overtime	27,500	27,500	33,300
01-1251-5007	Salaries - Seasonal	47,000	47,000	
01-1251-5013	Salaries - Sick Leave	32,400	32,400	31,400
01-1251-5016	Salaries - Annual Leave	33,900	33,900	34,000
01-1251-5019	Salaries - Personal Leave	10,800	10,800	10,500
01-1251-5022	FICA Expense	55,900	55,900	54,700
01-1251-5028	Hospitalization	218,700	218,700	235,100
01-1251-5031	Workman's Comp	25,500	25,500	24,700
01-1251-5040	Retirement	35,400	35,400	36,100
01-1251-5045	Actuarial & Pension Services	5,500	5,500	5,800
	Subtotal - Employee	***1,072,300***	***1,072,300***	***1,071,500***
	NON-EMPLOYEE-RELATED EXPENSES			
01-1251-6137	Supplies and Materials	55,000	55,000	55,000
01-1251-6145	Rental Expense	500	500	500
01-1251-6155	Equip Maintenance	31,500	31,500	35,000
01-1251-6159	Minor Equipment and Tools	5,400	5,400	1,000
01-1251-6161	Uniform Expense	13,000	13,000	13,000
01-1251-6277	Travel Expense	100	100	
01-1251-6279	Engineering Services	22,500	22,500	5,000
01-1251-6280	Utilities	8,900	8,900	7,500
01-1251-6281	Communications	300	300	300
01-1251-6282	Office Supplies	600	600	500
01-1251-6284	Vehicle Maintenance	7,200	7,200	7,200
01-1251-6285	Office Equipment	500	500	1,000
01-1251-6286	Vehicle Fuel	27,700	27,700	28,100
	Subtotal - Non-Employee	***173,200***	***173,200***	***154,100***

	TOTAL - HIGHWAYS/STREETS	**1,245,500**	**1,245,500**	**1,225,600**

SHOP OPERATION

Account No.	Description	Original Budget FY 2019	Current Budget FY 2019	Requested Budget FY 2020
	EMPLOYEE-RELATED EXPENSES			
01-1242-5001	Salaries - Regular Time	162,700	162,700	166,000
01-1242-5004	Salaries - Overtime	4,200	4,200	3,800
01-1242-5013	Salaries - Sick Leave	8,600	8,600	8,700
01-1242-5016	Salaries - Annual Leave	11,900	11,900	12,100
01-1242-5019	Salaries - Personal Leave	2,900	2,900	2,900
01-1242-5022	FICA Expense	14,600	14,600	14,800
01-1242-5028	Hospitalization	50,700	50,700	55,700
01-1242-5031	Workman's Comp	7,200	7,200	7,400
01-1242-5040	Retirement	10,000	10,000	10,100
01-1242-5045	Actuarial & Pension Services	1,600	1,600	1,600
	Subtotal - Employee	***274,400***	***274,400***	***283,100***
	NON-EMPLOYEE-RELATED EXPENSES			
01-1242-6137	Supplies and Materials	14,000	14,000	13,000
01-1242-6155	Equipment Maintenance	500	500	1,000
01-1242-6159	Minor Equipment and Tools	1,800	1,800	2,500
01-1242-6161	Uniform Expense	3,500	3,500	4,500
01-1242-6276	Professional Services	3,500	3,500	5,000
01-1242-6280	Utilities	7,000	7,000	4,800
01-1242-6282	Office Supplies	200	200	200
01-1242-6284	Vehicle Maintenance	1,200	1,200	2,000
01-1242-6285	Office Equipment	100	100	100
01-1242-6286	Vehicle Fuel	68,200	68,200	34,700
	Subtotal - Non-Employee	***100,000***	***100,000***	***67,800***
	TOTAL - SHOP OPERATION	**374,400**	**374,400**	**350,900**

VOLUNTEER ORGANIZATIONS

Account No.	Description	Original Budget FY 2019	Current Budget FY 2019	Requested Budget FY 2020
	SERVICE ORGANIZATIONS			
01-1815-6180	Army Alliance	2,500	2,500	2,500
01-1815-6181	Small Business Resource Cent	1,000	1,000	
01-1815-6182	HdG Alliance	10,000	10,000	10,000
	TOTAL - SERVICE ORGANIZATIO	**13,500**	**13,500**	**12,500**
	CIVIC GROUPS			
01-2332-6084	Lower Susq Heritage Greenway	1,000	1,000	1,000
01-2332-6089	Harford Cy Boys & Girls Club	15,000	15,000	15,000
01-2332-6091	Little League	5,000	5,000	15,000
01-2332-6094	HdG Public Schools	5,000	5,000	5,500
01-2332-6193	Recreation Council	56,700	56,700	56,700
01-2332-6209	Arts Commission	5,000	5,000	3,000
01-2332-6210	Youth Commission			2,000
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	1,000
01-2332-6257	Grace Place	800	800	1,000
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
01-2332-6289	Independence Day Commission	25,000	25,000	25,000
01-2332-6291	HdG Arts Collectiv (Opera House)	45,000	45,000	50,000
01-2332-6292	St. Johns Cupboard	2,000	2,000	2,300
	TOTAL - CIVIC GROUPS	**184,200**	**184,200**	**200,200**
	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	96,600
01-1131-6290	Susquehanna Hose Co	325,700	325,700	325,700
01-1131-6501	Capital Equipment	150,000	150,000	75,000
	TOTAL - EMERGENCY SERVICES	**572,300**	**572,300**	**497,300**
	TOTAL - VOLUNTEER ORGS.	**830,000**	**830,000**	**770,000**

GENERAL FUND DEBT SERVICE

Account No.	Description	Original Budget FY 2019	Current Budget FY 2019	Requested Budget FY 2020
01-2410-6416	130 CDA 2006 Park Improvemen	21,500	21,500	22,500
01-2410-6417	130 CDA 2006 Park Improvemen	8,400	8,400	7,600
01-2410-6418	130 CDA 2006 Park Improvemen	200	200	200
01-2410-6428	141 701 Concord Principal	35,100	35,100	36,500
01-2410-6429	141 701 Concord Interest	44,900	44,900	43,500
01-2410-6437	142 2013 Refinancing Principal	192,600	192,600	197,100
01-2410-6438	142 2013 Refinancing Interest	24,000	24,000	20,200
01-2410-6439	143 2016 DHCD Opera House Principal	130,700	130,700	133,000
01-2410-6440	143 2016 DHCD Opera House Interest	36,400	36,400	36,000
01-2410-6441	144 627/649 Water Street Principal	55,000	55,000	55,000
	GENERAL FUND DEBT SERVICE	**548,800**	**548,800**	**551,600**

CAPITAL BUDGET WORKSHEET
General Fund

Account No.	Description	Original Budget FY 2019	Current Budget FY 2019	Requested Budget FY 2020
	CAPITAL EQUIPMENT			
01-1071-6501	LFL, Conceptual Bench, Map Boards	5,000	5,000	
01-1091-6501	Trolley	75,000	75,000	20,000
01-1094-6501	WWTP/DPW Fiberoptic Connection		3,900	
01-1094-6501	Servers		40,000	
01-1094-6501	Cameras			35,000
01-1112-6501	Police Vehicles (3)	100,000	137,700	
01-1242-6501	1 Ton Dump Truck	55,000	59,400	
01-1242-6501	3/4 Ton Pick Up Truck			32,000
01-1251-6501	1 Ton Dump Truck		59,900	
	Subtotal - Equipment	***235,000***	***380,900***	***87,000***
	CAPITAL PROJECTS			
01-1091-6507	City-Wide Enhancement Projects			128,000
01-1251-7013	Road Repairs	759,300	695,000	450,000
01-1251-7013	Chapel Road Culvert	21,000	21,000	
01-1251-7071	City Parks Upgrades	100,000	100,000	
01-1251-7077	Promenade Grill Roof Repair	10,000	10,000	
01-1251-7080	Elevated Walkway @ Joe K Trail	149,900	229,900	
01-1251-7082	Water Street Remediation	220,400	62,600	
01-1251-7083	Bradford Green Remediation		12,200	500,000
01-1251-7084	Critical Area Remediation	53,100	678,100	
01-1251-7086	City Hall Repairs	256,000		
01-1251-7087	Additional Truck Bay	10,000	10,000	
01-1251-7089	Hutchins Park Amenities	20,000	20,000	
01-1251-7090	Chapel Road (west of Oak Tree Drive)	21,000	21,000	
01-1251-8000	Lilly Run			50,000
	Subtotal - Projects	***1,620,700***	***1,859,800***	***1,128,000***
	TOTAL CAPITAL ITEMS	**1,855,700**	**2,240,700**	**1,215,000**

FY 2020 vs FY 2019

MARINE FACILITIES FUND

	ORIG. BGT. FY 2019	CURR. BGT. FY 2019	REQUESTED FY 2020	Page
Operating Revenues				
Facility Fees	$623,100	$623,100	$573,300	1
Miscellaneous Income	14,900	14,900	19,900	1
	638,000	638,000	593,200	
Operating Expenses				
Marine Expenses	565,100	565,100	568,400	2
	565,100	565,100	568,400	
Net Operating Income/(Loss)	**72,900**	**72,900**	**24,800**	
Capital Revenues				
Infrastructure Grants/Loans	515,900	739,900	0	
Capital Expenses				
Capital Projects	542,900	798,200	60,000	3
Net Capital Income/(Loss)	**(27,000)**	**(58,300)**	**(60,000)**	
Fund Increase/(Decrease)	45,900	14,600	(35,200)	
Beginning Balance	477,400	508,700	548,000	1
Fund Transfers/Reserves	(523,300)	(523,300)	(512,800)	1
Fund Excess/(Deficiency)	***$0***	***$0***	***$0***	

FUND 8 - MARINE FACILITIES - REVENUES

Account No.	Description	Original Budget FY 2019	Current Budget FY 2019	Requested Budget FY 2020
	FACILITY FEES			
08-1809-44-52	Annual Slip Reservation Fee	700	700	700
08-1809-44-63	Leasing - Slip Contract	392,400	392,400	366,400
08-1809-44-64	Penalties - Slip Rent	4,300	4,300	6,500
08-1809-44-65	J. Roberts Ramp	300	300	3,100
08-1809-44-66	City Yacht Ramp Fees	32,600	32,600	24,600
08-1809-44-70	Gas Pump Sales	135,600	135,600	134,200
08-1809-44-71	Credit Card Gasoline Sales	20,800	20,800	13,300
08-1809-44-72	Electric Fees	15,300	15,300	15,800
08-1809-44-73	Diesel Fuel Sales	17,300	17,300	7,200
08-1809-44-74	Credit Card Diesel Sales	2,800	2,800	500
08-1809-44-75	Pumpout Fees	1,000	1,000	1,000
	Subtotal - Facility Fees	***623,100***	***623,100***	***573,300***
	MISCELLANEOUS REVENUES			
08-1809-46-22	Interest Income	3,700	3,700	5,500
08-1809-46-28	Misc Revenue	200	200	200
08-1809-46-69	Transient or Short Term	7,400	7,400	9,600
08-1809-46-76	Misc Resale Revenues	3,600	3,600	4,600
	Subtotal - Miscellaneous	***14,900***	***14,900***	***19,900***
	INFRASTRUCTURE GRANTS			
08-1809-48-63	DNR Grant - Waterway Improvement	515,900	739,900	
	Subtotal - Capital Grants	***515,900***	***739,900***	
	FUND TRANSFERS AND LOAN PROCEEDS			
08-1809-49-02	Capital Reserve	(523,300)	(523,300)	(512,800)
08-1809-49-02	Appropriated Retained Earnings	477,400	508,700	548,000
	Subtotal - Transfers/Reserves	***(45,900)***	***(14,600)***	***35,200***
	TOTAL - Marine Facilities	**1,108,000**	**1,363,300**	**628,400**

FUND 8 - MARINE FACILITIES

Account No.	Description	Original Budget FY 2019	Current Budget FY 2019	Requested Budget FY 2020
	EMPLOYEE-RELATED EXPENSES			
08-1839-5001	Salaries - Regular Time	72,300	72,300	74,100
08-1839-5004	Salaries - Overtime	700	700	
08-1839-5007	Salaries - Seasonal	40,600	40,600	41,300
08-1839-5013	Salaries - Sick Leave	5,800	5,800	5,900
08-1839-5016	Salaries - Annual Leave	4,700	4,700	4,400
08-1839-5019	Salaries - Personal Leave	1,900	1,900	2,000
08-1839-5022	FICA Expense	9,600	9,600	9,800
08-1839-5028	Hospitalization	26,100	26,100	28,800
08-1839-5031	Workman's Comp	4,900	4,900	5,000
08-1839-5040	Retirement	3,400	3,400	3,400
08-1839-5045	Actuarial & Pension Services	500	500	500
	Subtotal - Employee	***170,500***	***170,500***	***175,200***
	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	2,900	2,900	3,000
08-1839-6130	Misc Resale Items	6,000	6,000	5,000
08-1839-6131	Gasoline (Resale)	170,000	170,000	170,000
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	4,500	4,500	4,700
08-1839-6161	Uniform Expense	2,500	2,500	3,000
08-1839-6163	Employee Training	400	400	400
08-1839-6166	Distributed Expenses	66,300	66,300	58,500
08-1839-6200	Casualty Insurance	49,200	49,200	49,900
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	28,300	28,300	34,900
08-1839-6281	Communications	4,500	4,500	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	700	700	500
	Subtotal - Non-Employee	***394,600***	***394,600***	***393,200***
	TOTAL - MARINA EXPENSE	**565,100**	**565,100**	**568,400**

FUND 8 - MARINE FACILITIES CAPITAL PROJECTS

Account No.	Description	Original Budget FY 2019	Current Budget FY 2019	Requested Budget FY 2020
	CDA LOANS			
08-1839-6501	Pier 5 Redecking	27,000	38,000	
08-1839-6501	Dredge Marina	515,900	760,200	
08-1839-6501	Bulk Head Inspection			50,000
08-1839-6501	Bldg. relocation Jack & Dolly			10,000
	TOTAL - MARINA CAPITAL	**542,900**	**798,200**	**60,000**

FY 2020 vs FY 2019

WATER & SEWER FUND

	ORIG. BGT. FY 2019	CURR. BGT. FY 2019	REQUESTED FY 2020	Page
Operating Revenues				
Water Production	$3,163,900	$3,163,900	$2,737,100	1
Water Distribution	549,700	549,700	1,380,200	1
Wastewater Treatment	3,684,200	3,684,200	3,687,400	1
Miscellaneous W&S	209,400	209,400	155,100	1
	7,607,200	7,607,200	7,959,800	
Operating Expenses				
Water Production	2,497,400	2,490,300	2,493,600	2
Water Distribution	1,027,100	1,027,100	1,075,800	3
Wastewater Treatment	2,127,700	2,127,700	2,058,300	4
	5,652,200	5,645,100	5,627,700	
Net Operating Income/(Loss)	**1,955,000**	**1,962,100**	**2,332,100**	
Capital Revenues				
Designated Infrastructure Fees	1,531,400	1,531,400	1,598,900	1
Grant/Debt Proceeds	4,137,100	1,732,100	1,690,900	1
	5,668,500	3,263,500	3,289,800	
Capital Expenses				
Debt Service	2,276,300	2,276,300	2,361,700	6
Capital Projects	6,345,900	3,448,000	2,761,100	5
	8,622,200	5,724,300	5,122,800	
Net Capital Income/(Loss)	**(2,953,700)**	**(2,460,800)**	**(1,833,000)**	
Fund Increase/(Decrease)	(998,700)	(498,700)	499,100	
Beginning Balance	998,700	498,700	(499,100)	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 2019	Current Budget FY 2019	Requested Budget FY 2020
	WATER PRODUCTION FEES			
09-1209-44-28	Truckload Wtr Sales	44,700	44,700	29,800
09-1209-44-41	Water Revenue	3,117,800	3,117,800	2,706,100
09-1209-44-70	Misc Revenue - Water	1,400	1,400	1,200
	Subtotal - Water Fees	***3,163,900***	***3,163,900***	***2,737,100***
09-1309-44-10	Water Meter Sales	34,500	34,500	23,800
09-1309-44-17	Service Participation Fee	16,800	16,800	16,800
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	457,400	457,400	487,900
09-1309-44-56	Svc Chg Turn-On/Off	39,500	39,500	32,700
	Subtotal - Water Distribution	***549,700***	***549,700***	***1,380,200***
	WATER PLANT INFRASTRUCTURE FEES			
09-1209-42-47	User Benefit Fees - Water	78,200	78,200	60,000
09-1209-42-48	Capital Cost Recovery Charge	320,000	320,000	424,000
	Subtotal - Water Capital	***398,200***	***398,200***	***484,000***
	WASTEWATER TREATMENT FEES			
09-1409-44-41	Sewer Revenue	3,652,900	3,652,900	3,652,900
09-1409-44-49	Industrial Surcharge	31,300	31,300	34,500
	Subtotal - Wastewater Fees	***3,684,200***	***3,684,200***	***3,687,400***
	WASTEWATER PLANT INFRASTRUCTURE FEES			
09-1409-42-47	User Benefit Fees - Sewer	77,200	77,200	58,900
09-1409-42-48	Cost Recovery Charge	1,056,000	1,056,000	1,056,000
	Subtotal - Wastewater Capital	***1,133,200***	***1,133,200***	***1,114,900***
	MISCELLANEOUS FUND 9 REVENUES			
09-0001-46-08	Sale of Surplus Property	600	600	4,600
09-0001-46-22	Interest Income	2,800	2,800	4,200
09-0001-46-28	Misc Revenues - (Utility Bill Charges)	8,600	8,600	8,300
09-0001-46-39	Expense Reimbursement - Billed	22,900	22,900	22,900
09-0001-46-40	Expense Reimburment	2,800	2,800	800
09-0001-46-50	Misc AR Penalty	2,200	2,200	3,100
09-1209-46-43	Penalties - Water	25,300	25,300	13,500
09-1209-46-66	Penalties - User Benefits	3,600	3,600	2,800
09-1309-46-42	Connection Fees	9,700	9,700	9,700
09-1409-46-43	Penalties - Sewer	37,500	37,500	18,100
09-1409-46-71	BOD Surcharge	93,400	93,400	67,100
	Subtotal - Miscellanous	***209,400***	***209,400***	***155,100***
	FUND TRANSFERS AND LOAN PROCEEDS			
09-0001-49-01	Appropriated Retained Earnings	998,700	498,700	(499,100)
09-0001-49-27	DHCD Bond Proceeds	1,641,200	1,641,200	
09-0001-48-50	MDE Grant Proceeds	2,495,900	90,900	1,690,900
	Subtotal - Transfers/Reserves	***5,135,800***	***2,230,800***	***1,191,800***
	TOTAL - WATER & SEWER	**14,274,400**	**11,369,400**	**10,750,500**

WATER PRODUCTION

Account No.	Description	Original Budget FY 2019	Current Budget FY 2019	Requested Budget FY 2020
	EMPLOYEE-RELATED EXPENSES			
09-1231-5001	Salaries - Regular Time	511,400	511,400	485,100
09-1231-5004	Salaries - Overtime	15,000	15,000	10,000
09-1231-5013	Salaries - Sick Leave	27,200	27,200	25,800
09-1231-5016	Salaries - Annual Leave	42,900	42,900	39,800
09-1231-5019	Salaries - Personal Leave	9,100	9,100	8,600
09-1231-5022	FICA Expense	46,300	46,300	43,600
09-1231-5028	Hospitalization	182,800	182,800	201,100
09-1231-5031	Workman's Comp	22,900	22,900	21,800
09-1231-5040	Retirement	29,500	29,500	35,500
09-1231-5045	Actuarial & Pension Services	4,600	4,600	5,700
	Subtotal - Employee	***891,700***	***891,700***	***877,000***
	NON-EMPLOYEE-RELATED EXPENSES			
09-1231-6067	Postage	1,500	1,500	2,000
09-1231-6135	Contract Laboratory	25,000	25,000	25,000
09-1231-6136	Lab Supplies & Equipment	20,000	20,000	15,000
09-1231-6137	Other Supplies and Materials	6,000	6,000	7,500
09-1231-6139	Chemical Expense	80,000	80,000	80,000
09-1231-6145	Rental Expense	500	500	500
09-1231-6146	SHB Shared Chem & Utilities	50,000	50,000	25,000
09-1231-6147	SHB Shared Rep & Maint	10,000	10,000	4,000
09-1231-6153	Building Maintenance	10,000	10,000	10,000
09-1231-6155	Equip Maintenance	65,000	65,000	70,000
09-1231-6159	Minor Equipment and Tools	5,000	5,000	4,000
09-1231-6161	Uniform Expense	8,000	8,000	8,000
09-1231-6166	Distributed Expenses	543,300	543,300	563,100
09-1231-6193	City Buildings Water & Sewer	551,600	551,600	593,900
09-1231-6200	Casualty Insurance	23,100	23,100	22,200
09-1231-6212	Loop Meter	5,000	5,000	5,000
09-1231-6274	Grounds Maintenance	3,000	3,000	3,000
09-1231-6276	Professional Services	55,000	47,900	20,000
09-1231-6278	Employee Development	5,000	5,000	5,000
09-1231-6280	Utilities	128,300	128,300	143,700
09-1231-6281	Communications	8,000	8,000	8,000
09-1231-6282	Office Supplies	1,500	1,500	1,000
09-1231-6286	Vehicle Fuel	900	900	700
	Subtotal - Non-Employee	***1,605,700***	***1,598,600***	***1,616,600***
	TOTAL - WATER PRODUCTION	**2,497,400**	**2,490,300**	**2,493,600**

WATER DISTRIBUTION

Account No.	Description	Original Budget FY 2019	Current Budget FY 2019	Requested Budget FY 2020
	EMPLOYEE-RELATED EXPENSES			
09-1232-5001	Salaries - Regular Time	406,800	406,800	438,800
09-1232-5004	Salaries - Overtime	33,500	33,500	45,400
09-1232-5013	Salaries - Sick Leave	21,400	21,400	23,000
09-1232-5016	Salaries - Annual Leave	30,200	30,200	31,200
09-1232-5019	Salaries - Personal Leave	7,100	7,100	7,700
09-1232-5022	FICA Expense	38,200	38,200	41,800
09-1232-5028	Hospitalization	148,500	148,500	167,100
09-1232-5031	Workman's Comp	18,100	18,100	19,500
09-1232-5040	Retirement	25,100	25,100	26,500
09-1232-5045	Actuarial & Pension Services	3,900	3,900	4,300
	Subtotal - Employee	***732,800***	***732,800***	***805,300***
	NON-EMPLOYEE-RELATED EXPENSES			
09-1232-6080	Bank Service Charges	14,400	14,400	12,900
09-1232-6137	Other Supplies and Materials	112,500	112,500	110,000
09-1232-6140	Meters	52,000	52,000	60,000
09-1232-6145	Rental Expense	4,000	4,000	2,500
09-1232-6155	Equip Maintenance	23,400	23,400	22,000
09-1232-6159	Minor Equipment and Tools	7,000	7,000	5,000
09-1232-6161	Uniform Expense	7,800	7,800	11,000
09-1232-6200	Casualty Insurance	200	200	700
09-1232-6276	Professional Services	22,000	21,000	15,000
09-1232-6277	Travel Expense	200	200	200
09-1232-6278	Employee Development	1,500	1,500	1,000
09-1232-6279	Engineering Services	20,000	21,000	
09-1232-6281	Communications	1,500	1,500	1,500
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	22,400	22,400	23,300
	Subtotal - Non-Employee	***294,300***	***294,300***	***270,500***
	TOTAL - WATER DISTRIBUTION	**1,027,100**	**1,027,100**	**1,075,800**

WASTEWATER TREATMENT

Account No.	Description	Original Budget FY 2019	Current Budget FY 2019	Requested Budget FY 2020
	EMPLOYEE-RELATED EXPENSES			
09-1245-5001	Salaries - Regular Time	506,800	506,800	453,000
09-1245-5004	Salaries - Overtime	11,000	11,000	8,100
09-1245-5013	Salaries - Sick Leave	26,900	26,900	24,100
09-1245-5016	Salaries - Annual Leave	41,700	41,700	37,300
09-1245-5019	Salaries - Personal Leave	9,000	9,000	8,000
09-1245-5022	FICA Expense	45,500	45,500	40,600
09-1245-5028	Hospitalization	149,600	149,600	152,300
09-1245-5031	Workman's Comp	22,700	22,700	20,400
09-1245-5040	Retirement	31,500	31,500	30,900
09-1245-5045	Actuarial & Pension Services	4,900	4,900	5,000
	Subtotal - Employee	***849,600***	***849,600***	***779,700***
	NON-EMPLOYEE-RELATED EXPENSES			
09-1245-6135	Contract Laboratory	20,000	20,000	20,000
09-1245-6136	Lab Supplies & Equipment	15,000	15,000	17,300
09-1245-6137	Supplies and Materials	19,600	19,600	7,500
09-1245-6139	Chemical Expense	90,000	90,000	90,000
09-1245-6140	Pretreatment Work	4,000	4,000	5,000
09-1245-6141	Sludge Removal	80,000	80,000	80,000
09-1245-6153	Building Maintenance	20,000	20,000	10,000
09-1245-6155	Equip Maintenance	31,700	31,700	40,000
09-1245-6159	Minor Equipment and Tools	8,000	8,000	5,000
09-1245-6161	Uniform Expense	10,000	10,000	10,000
09-1245-6166	Distributed Expenses	543,300	543,300	563,100
09-1245-6193	City Buildings Water & Sewer	45,000	45,000	46,900
09-1245-6200	Casualty Insurance	30,100	30,100	29,000
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	3,000	3,000	1,500
09-1245-6280	Utilities	326,400	326,400	319,700
09-1245-6281	Communications			4,500
09-1245-6282	Office Supplies	1,000	1,000	1,500
09-1245-6284	Vehicle Maintenance	6,500	6,500	3,500
09-1245-6286	Vehicle Fuel	4,500	4,500	4,100
	Subtotal - Non-Employee	***1,278,100***	***1,278,100***	***1,278,600***
	TOTAL - WASTEWATER TREATM	**2,127,700**	**2,127,700**	**2,058,300**

CAPITAL BUDGET WORKSHEET
Water & Sewer Fund

Account No.	Description	Original Budget FY 2019	Current Budget FY 2019	Requested Budget FY 2020
09-1231-6501	Graceview Lap Tank Sheds	37,000	37,000	
09-1231-6501	4 Raw Water Pumps		176,300	
09-1231-9024	WTP Upgrades (MD Grant $1,600,000)	3,349,500	1,749,500	2,000,500
09-1231-9029	WTP Intake Repairs	450,000	273,700	300,000
09-1231-9030	Vacuum Tank Upgrade	43,500	50,600	
09-1231-9031	Streaming Current Monitor	12,300	12,300	
09-1232-6501	Sewer Truck	85,100	85,100	
09-1232-6501	Project Engineering Services			265,600
09-1232-6501	1 Ton Pickup (#1918)			45,000
09-1232-9042	Water Valve Inserts	100,000	100,000	40,000
09-1232-9047	Fire Hydrant Replacment Program	60,000	60,000	
09-1232-9048	Water Line Upgrades	931,000	126,000	
09-1232-9054	Sewer Main - Warren Street	500,000		
09-1232-9055	Tower/Tank Rehabilitation	74,200	74,200	
09-1232-9057	Sewer Main - Commerce/Francis	500,000	500,000	
09-1245-6501	Aerator Tank Bearing Repair			30,000
09-1245-6501	Lab Equipment	28,300	28,300	
09-1245-9038	Aerobic Digestor Rehabilitation			10,000
09-1245-9039	Recycling Center Replacement	10,000	10,000	
09-1245-9040	Outfall Repair	50,000	50,000	
09-1245-9041	Fiber Optic Loop Inspection	10,000	10,000	
09-1245-9042	Lafayette St Pump Station Rehab	105,000	105,000	70,000
	TOTAL - CAPITAL PROJECTS	**6,345,900**	**3,448,000**	**2,761,100**

WATER AND SEWER DEBT SERVICE

Account No.	Description	Original Budget FY 2019	Current Budget FY 2019	Requested Budget FY 2020
	WATER FACILITY DEBT SERVICE			
09-2410-6439	143 2016 DHCD WTP Repairs Principal	149,300	149,300	152,000
09-2410-6440	143 2016 DHCD WTP Repairs Interest	41,600	41,600	41,100
	Subtotal - Water Debt	***190,900***	***190,900***	***193,100***
	WASTEWATER FACILITY DEBT SERVICE			
09-2411-6407	117 MDE 2000 BNR Princ	206,300	206,300	211,200
09-2411-6408	117 MDE 2000 BNR Int	13,900	13,900	9,000
09-2411-6409	117 MDE 2000 BNR Admin	10,400	10,400	10,400
09-2411-6434	138 MDE WWTP Upgrade Princip	1,348,400	1,348,400	1,376,700
09-2411-6435	138 MDE 2007 WWTP Upgrade In	350,700	350,700	322,400
09-2411-6436	138 MDE 2007 WWTP Upgrade Fe	77,100	77,100	77,100
09-2411-6437	142 2013 Refinancing Principal	67,400	67,400	65,900
09-2411-6438	142 2013 Refinancing Interest	11,200	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	***2,085,400***	***2,085,400***	***2,168,600***
	TOTAL - DEBT SERVICE	**2,276,300**	**2,276,300**	**2,361,700**