



May 18, 2020  
Council Meeting Proceedings

The regular meeting of the Mayor and City Council was called to order on May 18<sup>th</sup> 2020 at 7:06 p.m. with Mayor Martin presiding.

Council members present- CP Glenn, CM Robertson, CM Ringsaker, CM Zinner and CM Boyer with CM Martin absent.

The Pledge of Allegiance was recited, and opening prayer was given by CM Zinner in Proxy for Pastor Vincent Austin of Agape Church.

**Approval of Minutes:**

CM Zinner moved to approve the Council Meeting minutes of May 4, 2020. Seconded by CM Ringsaker. Motion carries 5-0

**Comments from Mayor Martin:** Mayor Martin remarked on the evenings meeting and how it will work in its modified fashion to comply with the Governor's directive.

**Comments from Citizens on Agenda items:** Kirk Smith of 120 S. Washington Street. Asked if we would expand the amount of locations for food trucks in the future to more than two areas.

**Recognition:** A Proclamation was presented to Chief Walters, for the City of Havre de Grace Police Department in honor of National Police Week.

**Resolution: 2020-13**

A RESOLUTION BY THE CITY COUNCIL OF HAVRE DE GRACE, MARYLAND, PURSUANT TO THE AUTHORITY OF ARTICLE XI-E OF THE MARYLAND CONSTITUTION, THE LOCAL GOVERNMENT ARTICLE OF THE ANNOTATED CODE OF MARYLAND, AND CITY CHARTER SECTIONS 33, 34, 65 AND 66 CONFIRMING, RATIFYING, AND APPROVING THE CITY BOUNDARY OF THE EASTERN END OF CONGRESS AVENUE AND THE DIMENSIONS OF FRNAK J. HUTCHINS MEMORIAL PARK.

A motion to introduce was made by CP Glenn with a second by CM Ringsaker. Motion carries 5-0.

A motion to adopt on first reading was made by CP Glenn with a second by CM Ringsaker. Motion carries 5-0.

Motion by CP to postpone the vote on this resolution until after closed session. CM Robertson seconded. CM Ringsaker voted against.

**Resolution: 2020-14**

A RESOLUTION BY THE MAYOR AND CITY COUNCIL OF HAVRE DE GRACE, MARYLAND, PURSUANT TO AUTHORITY UNDER THE MARYLAND CONSTITUTION ARTICLE XI-E, THE LOCAL GOVERNMENT ARTICLE OF THE MARYLAND ANNOTATED CODE, AND HAVRE DE GRACE CITY CHARTER SECTIONS 33,34, 66, AND 67 ADOPTING A POLICY FOR USE OF CITY PUBLIC WAYS AND SIDEWALKS BY MOBILE FOOD TRUCKS.

A motion to introduce was made by CP Glenn with a second by CM Robertson. Motion carries 5-0.

A motion to adopt on first reading was made by CP Glenn with a second by CM Robertson. Motion carries 3-2. CM Boyer and CM Zinner against.

**Ordinance: 1033**

AN ORDINANCE BY THE MAYOR AND CITY COUNCIL OF HAVRE DE GRACE, MARYLAND, PURSUANT TO THE AUTHORITY PROVIDED BY THE ANNOTATED CODE OF MARYLAND TAX-PROPERTY ARTICLE TITLE 6 AND THE LOCAL GOVERNMENT ARTICLE OF THE ANNOTATED CODE OF MARYLAND, FIXING THE TAX RATE FOR THE FISCAL YEAR JULY 1, 2020 TO JUNE 30, 2021 ON EACH ONE HUNDRED DOLLARS (\$100.00) OF ASSESSABLE REAL PROPERTY, PERSONAL PROPERTY; AND PROVIDING AN ADDITIONAL SPECIAL TAX LEVIED WITHIN THE CRITICAL AREA SPECIAL TAXING DISTRICT AND SETTING THE SERVICE CHARGE FOR THE SEMI-ANNUAL PROPERTY TAX PAYMENT OPTION.

A motion to introduce at second reading was made by CM Robertson with a second by CP Glenn. Motion carries 5-0.

A motion to adopt on second reading was made by CM Robertson with a second by CM Zinner. Motion carries 5-0.

**Ordinance: 1034**

AN ORDINANCE OF THE MAYOR AND CITY COUNCIL OF HAVRE DE GRACE ADOPTED PURSUANT TO THE LOCAL GOVERNMENT ARTICLE OF THE ANNOTATED CODE OF MARYLAND, AND THE CITY CHARTER SECTIONS 33 AND 34 AND CITY CODE CHAPTER 196 AND EXHIBIT A THERETO, ESTABLISHING THE CITY WATER AND SEWER RATES AND SERVICE PARTICIPATION FEES FOR THE USERS OF THE CITY WATER AND SEWER SYSTEM.

A motion to introduce at second reading was made by CM Robertson with a second by CP Glenn. Motion carries 5-0.

A motion to adopt on second reading was made by CM Robertson with a second by CM Ringsaker. Motion carries 5-0.

**Old Business:**

**Pensell Litigation Update**

**CP Glenn made a motion to go into closed session at 8:05 p.m. to consult with council regarding Pensell Litigation. Second was given by CM Robertson. Motion carries 5-0. Closing Statement Attached.**

Summary Minutes of Closed Session

Location: Mayor's Office, City Hall, 711 Pennington Avenue, Havre de Grace, MD 21078

Time of Closed Session: 8:08 p.m.

Purpose: To consult with counsel to obtain legal advice and to consult with staff, consultants, and other individuals about pending or potential litigation under authority of Open Meetings Act Sections 3-305(b)(7) and (8).

Persons Attending: Council President Glenn; CM Boyer; CM Robertson; CM Ringsaker; CM Zinner; Chief of Staff Gamatoria; Director of Administration Sypolt; City Attorney Ishak; Mayor Martin. Absent: CM Martin.

Topics Actually Discussed: Mr. Sypolt and the City Attorney updated the City Council members on the status of the pending litigation, Pensell vs. Havre de Grace, involving the City's use of Hutchins Park. The City Attorney gave advice on whether and how Resolution 2020-13 might impact the status of the current litigation, or result in new litigation. The City Attorney also sought authorization from the Council to proceed with the filing of a second amended counterclaim based on new information recently learned during the course of discovery in the pending litigation.

No action taken in closed session other than CP motion to adjourn and resume in open session. Motion seconded by CM Ringsaker. Motion carries 5-0.

Closed Session adjourned at 8:56 p.m.

**The regular Council meeting was reconvened at 9:04 p.m. CP Glenn made a motion to approve Resolution 2020-13 seconded by CM Robertson. Motion carries 5-0.**

#### **Directors Report:**

**Patrick Sypolt, Director of Administration:** Mr. Sypolt shared that City Hall will be closed on Monday May 25<sup>th</sup> in observance of Memorial Day. Offices will reopen at 8:00 a.m. on Tuesday, May 26<sup>th</sup>. The Farmers Market had another great Saturday with many of the merchants recording high sales volumes. As a reminder the market opens at 8:30 a.m. for seniors and those with underlying health conditions. The market will be open every Saturday from May until mid-November. He also shared that the City election normally scheduled in May which was postponed due to the pandemic, has been rescheduled. The new date will be Tuesday, June 23, 2020, at City Hall, from 7:00 a.m. until 8:00 p.m. Please stay tuned for more information.

**Shane Grimm, Director of Planning:** The Department of Planning received a Single Concept Plan for the Green-Ianniello-Patrone properties in accordance with Annexation Resolution 277. The plan must be approved by the Mayor and City Council before the respective property owners can proceed with submission of subdivision and site plans.

The Planning Commission will be holding a work session to review the plan tomorrow night, May 19<sup>th</sup> at 6:30 p.m. Due to the ongoing COVID-19 protocols, the work session will be live streamed on YouTube. A link will be posted on the city's webpage.

**Erika Quesenbery-Sturgill, Director of Economic Development:** Harford County released their COVID-19 Business Relief Grant program this morning at 8 a.m., which utilizes federal CARES Act funds established to help small business impacted by the pandemic. Business that have received previous forms of COVID-19 support are still eligible for this grant. There are two types of relief grants available: \$7,500 for small business, \$2,500 for farm businesses. The grants are on a first come, first serve basis, and accurate and complete applications are essential to maintain our place in the queue. These funds can be applied toward: payroll, operating expenses, business lease or rent, business telework equipment costs, inventory acquisition, PPE purchase and facility readiness for social distancing or business modification practices. Apply online at [www.harfordcountymd.gov](http://www.harfordcountymd.gov)

**George DeHority, Director of Finance:** The current financial condition of General Fund 1, Water/Sewer Fund 9 and Marina Fund 8 were presented by Mr. DeHority.

**Tim Whittie, Director of Public Works:** An update on all city projects was presented by Mr. Whittie.

**Chief Teresa Walter, Havre de Grace Police Department:** Chief Walter issued a cautious reminder to obey the speed limit or you will be issued a traffic citation. Traffic laws are enforced despite the current pandemic.

**Business from Mayor Martin:** Mayor Martin commended all Havre de Grace Citizens on their behavior during this global pandemic. He also shared that new playground equipment is on its way. Mayor Martin was happy to see the banners that are being hung in celebration of the Havre de Grace Seniors of the Class of 2020. He also wished to let everyone know that, Christiana Hospital would be at the Perryville High School giving free COVID-19 Testing on May 19<sup>th</sup>. Mayor Martin stated that the 4<sup>th</sup> of July Parade has been cancelled. The May postponed election has been set for a save the date of Tuesday June 23<sup>rd</sup>. This Havre de Grace Municipal Election, will be held at City Hall.

**Business from Council:**

**Council Member Ringsaker:** Pertaining to the earlier closed session discussion, CM Ringsaker made a motion to permit the City Attorney to submit a second amended counter claim in the Pensell litigation. Second CM Robertson. Motion carries 5-0

**Council Member Boyer:** Scenic Manor residents have reached out to CM Boyer over forest retention in that area. CM Boyer encouraged them to participate in the Planning Commission Meeting on May 19<sup>th</sup>. CM Boyer congratulated all the graduating seniors of the class of 2020. CM Boyer mentioned she would like to address as a group the communication technology within the City for the benefit of all.

**Council Member Robertson:** CM Robertson announced that the American Legion will be holding a small service at Angel Hill Cemetery at 9:00 a.m. on Memorial Day, which will be followed by a service at 11:00 a.m. at Tydings Park. CM Robertson asked that people wear their mask and maintain social distance between themselves.

**Council Member Zinner:** CM Zinner stated the difficult decision it was for the Independence Day Commission to make in canceling the July 4<sup>th</sup> festivities. The Independence Day Commission will meet May 19<sup>th</sup> to start planning for 2021 events. CM Zinner congratulated the graduating seniors. CM Zinner encouraged all residents to please fill out their Census information and mail it in.

**Council President Glenn:** CP Glenn wished a Happy Birthday to Rev Marcus Stansbury who turned 100 years young and to Ted Hoke who recently celebrated his 101<sup>st</sup> birthday. CP Glenn also gave a shout out to Tyler Coakley a former graduate of Havre de Grace High School who was recently recognized as the ER Nurse of the Year. CP Glenn recently attended the Board Meeting for the Harford Community Action Agency. Despite COVID-19, they have been operating in full swing and the myriad of outreach programs they oversee serve as an inspiration for others. CP Glenn shared the phone call he received from Hubbardston, Massachusetts. They were so impressed with how we are celebrating our HDG Senior Class of 2020 he said that they wanted to use our tributes as a guide. He then said we continue to lead by example.

**CP Glenn made a motion to adjourn at 10:14 p.m. with a second by CM Ringsaker. Motion carries 4-1.**

**Video recording of the City Council Meeting may be viewed online through Harford Cable Network.**

**Respectfully Submitted by, Resa Laird**

PRESIDING OFFICER'S ORAL STATEMENT

FOR CLOSING A MEETING

UNDER THE OPEN MEETINGS ACT (General Provision Article 3-305)

Old BJs 11/11

at the

I make a motion to go into a closed session on Monday, <sup>may</sup> February 18, 2020 <sup>under item 11</sup> ~~at the end of the regular~~ City Council Meeting commencing at 7 p.m. at the Havre de Grace City Hall located at 711 Pennington Avenue Havre de Grace, Maryland 21078. If any action is to be taken by the Council, the Council will reconvene in open session to record the vote and deliberations of Council.

This meeting will be closed under General Provisions Article Section 3-305(b)(7) and (8)

(7) x "To consult with counsel to obtain legal advice";

(8) x "To consult with staff, consultants, or other individuals about pending or potential litigation";

The reasons for closing the meeting are:

Discussions with the City Attorney concerning legal advice related to pending and potential litigation are entitled to confidentiality under the attorney client privilege.

THE CITY COUNCIL WILL RESUME OPEN SESSION AFTER CONSULTING WITH COUNSEL, AND IF ANY ACTION IS TO BE TAKEN AFTER RECEIVING LEGAL ADVICE, THE VOTE WILL BE RECORDED IN PUBLIC.

~~CP~~ motion  
Robertson ~~second~~ 5-0

Boyer  
Ringsak  
Zinn

**PRESIDING OFFICER'S WRITTEN STATEMENT FOR CLOSING A MEETING ("CLOSING STATEMENT")  
UNDER THE OPEN MEETINGS ACT (General Provisions Article § 3-305)**

**This form has two sides. Complete items 1 – 4:**

**1. Recorded vote to close the meeting:** Date: May 18, 2020; Time: 8:05 pm;  
Location: City Hall Council Chambers, 711 Pennington Avenue, Havre de Grace, MD 21078;  
Motion to close meeting made by: Mr. David Glenn; Seconded by: Jason Robertson  
Members in favor: Carolyn Zinner, Jason Robertson, Dave Martin, Dave Glenn; Jim Ringsaker;  
Casi Boyer. Vote: Opposed: Ø; Abstaining: Ø; Absent: Dave Martin

**2. Statutory authority to close session (check all provisions that apply):**

**This meeting will be closed under General Provisions Art. § 3-305(b) only:**

(1)\_\_\_ "To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; any other personnel matter that affects one or more specific individuals"; (2)\_\_\_ "To protect the privacy or reputation of individuals concerning a matter not related to public business"; (3)\_\_\_ "To consider the acquisition of real property for a public purpose and matters directly related thereto"; (4)\_\_\_ "To consider a matter that concerns the proposal for a business or industrial organization to locate, expand, or remain in the State"; (5)\_\_\_ "To consider the investment of public funds"; (6)\_\_\_ "To consider the marketing of public securities"; (7) x "To consult with counsel to obtain legal advice"; (8) x "To consult with staff, consultants, or other individuals about pending or potential litigation"; (9)\_\_\_ "To conduct collective bargaining negotiations or consider matters that relate to the negotiations"; (10)\_\_\_ "To discuss public security, if the public body determines that public discussion would constitute a risk to the public or to public security, including: (i) the deployment of fire and police services and staff; and (ii) the development and implementation of emergency plans"; (11)\_\_\_ "To prepare, administer, or grade a scholastic, licensing, or qualifying examination"; (12)\_\_\_ "To conduct or discuss an investigative proceeding on actual or possible criminal conduct"; (13)\_\_\_ "To comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter"; (14)\_\_\_ "Before a contract is awarded or bids are opened, to discuss a matter directly related to a negotiating strategy or the contents of a bid or proposal, if public discussion or disclosure would adversely impact the ability of the public body to participate in the competitive bidding or proposal process."

**Continued**

3. For each provision checked above, disclosure of the topic to be discussed and the public body's reason for discussing that topic in closed session.

Citation (insert # from above)	Topic	Reason for closed-session
§3-305(b) (7)	Legal advice regarding the status of the pending litigation involving Hutchins Park	Council member communications with the City Attorney are entitled to confidentiality under the attorney-client privilege
§3-305(b) (8)	Information from City staff and City Attorney regarding the status of pending and potential litigation involving Hutchins Park, and legal advice re same	Council member communications with City staff and the City attorney concerning pending and potential litigation are entitled to confidentiality under the attorney-client privilege
§3-305(b) ( )		
§3-305(b) ( )		
§3-305(b) ( )		

4. This statement is made by Mr. David Glenn, Presiding Officer.

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**WORKSHEET FOR OPTIONAL USE IN CLOSED SESSION: INFORMATION THAT MUST BE DISCLOSED IN THE MINUTES OF THE NEXT OPEN MEETING**

Time of closed session: 8:08 PM end: 8:56 P.M.

Place: Havre de Grace City Hall, Council Chambers (711 Pennington Avenue, Havre de Grace, MD

Purpose(s): to discuss the status of pending and potential litigation regarding Hutchins Park and legal advice regarding same

Members who voted to meet in closed session: Glenn, Ringsaker, Boyer, Zinner, Robertson, ~~Martin~~ <sup>Absent</sup>

Persons attending closed session: Glenn, Ringsaker, Boyer, Zinner, Robertson, ~~Martin~~ <sup>Absent</sup>, City Attorney and Mayor, SyFolt, Giamatoria

Authority under § 3-305 for the closed session: subsection (7) advice of legal counsel, and (8) to consult with staff regarding pending and potential litigation.

Topics actually discussed: Council authority to control public ways and parks and the Effect of Resolution 2020-13 on pending litigation re: Hutchins Park. Status of pending litigation with Pensell's. Potential for new litigation.

Actions taken: No Actions taken

Each recorded vote: Vote to end closed session - CP Glenn 1st

3  
 CM Ringsaker 2nd  
 5-0 to resume open meeting

CITY COUNCIL  
OF  
HAVRE DE GRACE, MARYLAND

RESOLUTION NO. 2020-15 (tentative)

Introduced by \_\_\_\_\_ Council Members Boyer and Zinner

**A RESOLUTION BY THE MAYOR AND CITY COUNCIL OF HAVRE DE GRACE, MARYLAND, PURSUANT TO MARYLAND CONSTITUTION ARTICLE XI-E, THE LOCAL GOVERNMENT ARTICLE OF THE ANNOTATED CODE OF MARYLAND, AND CITY CHARTER SECTIONS 33 AND 34, TO AUTHORIZE THE HAVRE DE GRACE GREEN TEAM LTD, TO APPLY FOR BEE CITY USA DESIGNATION ON BEHALF OF THE CITY OF HAVRE DE GRACE**

**WHEREAS**, the goal of BEE CITY USA is to promote healthy, sustainable habitats and communities for bees and other pollinators; and

**WHEREAS**, thanks to the tremendous diversity of bees, we have diverse dietary choices rich in fruits, nuts and vegetables: “One in every three bites of food we eat is courtesy of insect pollination. Even our meat and milk trace back to insects that pollinate the alfalfa and other feed for beef cattle and cows” (Mace Vaughan, Pollinator Program Director for the Xerces Society for Invertebrate Conservation); and

**WHEREAS**, bees and other pollinators around the globe have experienced dramatic declines due to a combination of habitat loss, use of pesticides, and the spread of pests and diseases, with grave implications for the future health of flora and fauna, and potential negative impact on the community’s food supply; and

**WHEREAS**, cities and their residents have the opportunity to support bees and other pollinators on both public and private land; and

**WHEREAS**, supporting pollinators fosters environmental awareness and sustainability, and increases interactions among community stewards such as backyard beekeepers, farmers, children, educators, Master Gardeners, plant nurseries, garden centers, municipalities, neighborhoods, and community gardens; and

**WHEREAS**, the economic benefits of (native and honey) bee-friendliness are:

- Healthy ecosystems--insect pollinators are required for pollination and reproduction of about 85% of flowering plants globally, plants that: 1) are vital for clean air and water; 2)



44 provide food, fiber and shelter for people and wildlife; and 3) support the very insects  
45 that pollinate our crops and form the basis of food webs.

- 46
- 47 • Increased vegetable and fruit crop yields due to bee pollination.
- 48
- 49 • Increased habitat for natural enemies of crop pests and therefore reduced need for and  
50 costs associated with pesticides.
- 51
- 52 • Income earned by beekeepers and others through the sale of bee products, beekeeping  
53 equipment and supplies, and hive rentals for pollination; and, heightened prestige and  
54 premium asking prices for place-based honey, which enhances the visibility and  
55 reputation of its community of origin; and
- 56

57 **WHEREAS**, ideal pollinator-friendly habitat:

- 58
- 59 • Provides diverse and abundant nectar and pollen from plants blooming in succession.
- 60
- 61 • Provides clean water for drinking, nest-building, cooling, diluting stored honey, and  
62 butterfly puddling.
- 63
- 64 • Is pesticide-free or has pesticide use carried out with least ill effects on pollinators.
- 65
- 66 • Is comprised of mostly, if not all, native species of annual and perennial wildflowers,  
67 shrubs, trees, and grasses because many native pollinators prefer or depend on the native  
68 plants with which they coevolved.
- 69
- 70 • Includes, where possible, designated pollinator zones in public spaces with signage to  
71 educate the public and build awareness.
- 72
- 73 • Provides for safe and humane removal of bees when required.
- 74
- 75 • Provides undisturbed spaces (leaf and brush piles, un-mowed fields or field margins,  
76 fallen trees and other dead wood) for nesting and overwintering for native pollinators;  
77 and
- 78

79 **WHEREAS**, in order to enhance understanding among municipal staff and the public about  
80 the vital role that pollinators play and what each of us can do to sustain them, the City of Havre  
81 de Grace agrees to meet the following standards required of all BEE CITY USA affiliates:

- 82
- 83 1) Establish/maintain a subcommittee of an appropriate municipal body or department,  
84 comprised of citizens and staffed by employees, charged with assembling and  
85 disseminating information on topics of pollinator-friendly habitat and policies to  
86 municipal departments, residents, businesses, and developers. (The Green Team).
- 87
- 88 2) Pass this BEE CITY USA resolution, articulating these standards.
- 89

90 3) Publicly acknowledge the community's commitment by agreeing to:  
91

92 a. install/maintain at least one authorized BEE CITY USA street sign in a prominent  
93 location, and  
94

95 b. create/maintain links on appropriate pages of the municipal or tourism website  
96 which includes the municipality's BEE CITY USA liaison(s), links to a PDF of  
97 this signed Resolution and the BEE CITY USA website, and summaries of the  
98 pollinator-friendly activities the municipality has undertaken or accomplished the  
99 previous year(s).  
100

101 4) Commit to annually celebrate National Pollinator Week (third full week of June) or some  
102 other appropriate occasion through events, proclamations, and promotions that showcase  
103 the municipality's commitment to being a BEE CITY USA affiliate.  
104

105 5) Commit to annually apply for renewal of the community's designation and submit a  
106 report of BEE CITY USA activities following the format provided.  
107

108 **WHEREAS**, other Maryland municipalities and counties have successfully participated in  
109 the BEE CITY USA program including Anne Arundel and Howard Counties, Annapolis,  
110 Highland Beach Partnership, Berlin and Salisbury; and  
111

112 **WHEREAS**, the City of Havre de Grace should be a BEE CITY USA affiliate because:  
113

- 114 • This designation will be the first established in the Northeast region of Maryland and  
115 collectively involves multiple aspects of our community.  
116
- 117 • It raises environmental awareness for the creation of a "Greener," more sustainable  
118 community within the City of Havre de Grace and cohesively ties together all the efforts  
119 to create environmentally sound projects/spaces within our community.  
120
- 121 • Designations such as this help to make Havre de Grace stand out as a unique and  
122 forward-looking place to call home, and  
123

124 **WHEREAS**, the funding for this application, annual application for renewal and reporting of  
125 official BEE CITY USA activities will be managed by The Green Team, Ltd., a Maryland tax-  
126 exempt corporation in good standing, subject to an annual reauthorizing resolution by the City  
127 Council.  
128

129 **NOW THEREFORE**, it is this \_\_\_\_\_ day of \_\_\_\_\_, 2020 determined, decided and  
130 resolved by the Mayor and City Council that the Havre de Grace Green Team Ltd., is authorized  
131 to apply for Bee City USA designation on behalf of the City of Havre de Grace.  
132

133 ADOPTED by the City Council of Havre de Grace, Maryland this \_\_\_\_ day of \_\_\_\_\_, 2020.  
134

135 [Signatures to follow on next page.]

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ATTEST:

THE MAYOR AND CITY COUNCIL  
OF HAVRE DE GRACE, MARYLAND

---

Patrick D. Sypolt  
Director of Administration

---

William T. Martin  
Mayor

Introduced: 06/01/2020  
Passed/Adopted: [mm/dd/yyyy]  
Effective Date: [mm/dd/yyyy]

CITY COUNCIL

OF

HAVRE DE GRACE, MARYLAND

ANNEXATION RESOLUTION NO. 288

Introduced by Council Member Ringsaker

**A RESOLUTION BY THE MAYOR AND CITY COUNCIL OF HAVRE DE GRACE, MARYLAND, ADOPTED PURSUANT TO THE AUTHORITY OF ARTICLE XI-E OF THE MARYLAND CONSTITUTION, TITLE 4 OF THE LOCAL GOVERNMENT ARTICLE OF THE MARYLAND ANNOTATED CODE, SECTIONS 3, 33 AND 34 OF THE CITY CHARTER, AND SECTION 20 OF THE CITY CODE AUTHORIZING THE CITY COUNCIL, AS THE LEGISLATIVE BODY OF A MUNICIPALITY, TO ANNEX PROPERTY EXTENDING THE BOUNDARIES OF THE MUNICIPALITY AND AMENDING THE CITY CHARTER, SPECIFICALLY APPENDIX A BY ADDING "SUBSECTION A.34 THE FIRST 2020 ADDITION TO THE CITY BOUNDARIES" ALONG WITH THE LEGAL DESCRIPTION OF THE ACRES OF LAND WHICH WILL ENLARGE THE BOUNDARIES OF THE CITY OF HAVRE DE GRACE TO INCLUDE THE LANDS OF PULASKI PARCEL LLC LOCATED AT 1531 PULASKI HIGHWAY NEAR THE NORTHWEST INTERSECTION OF PULASKI HIGHWAY AND OLD POST ROAD/STATE ROUTE 7, CONSISTING OF THREE PROPERTIES IN THE SIXTH ELECTION DISTRICT TOGETHER WITH A DRAINAGE AND UTILITY EASEMENT AND PART OF THE ADJOINING CSX RAILROAD RIGHT OF WAY CONSISTING OF A TOTAL OF 3.613 ACRES MORE OR LESS.**

**WHEREAS**, the land subject to this annexation resolution is eligible for annexation since the land is contiguous and adjoining the existing corporate boundaries of the City, and the annexation will not create an unincorporated area bounded on all sides by: (i) property presently within the corporate limits of the City; (ii) real property proposed to be within the corporate limits of the City as a result of the proposed annexation; or (iii) any combination of such properties; and

**WHEREAS**, the owners of not less than twenty-five percent (25%) of the assessed value of the real property to be annexed consent to the annexation, and there are no resident voters on the land being annexed and therefore the annexation meets the requirements of Section 4-404 of the Local Government Article of the Annotated Code of Maryland; and

42           **WHEREAS**, The Mayor and City Council of Havre de Grace, Maryland have previously  
43 adopted an Annexation Plan for the Property subject to this Annexation Resolution pursuant to  
44 City of Havre de Grace Resolution No. 2020-06; and  
45

46           **WHEREAS**, The Mayor and City Council of Havre de Grace, Maryland have determined  
47 that the annexation of the 3.613 acres of land more or less consisting of five parcels, located at  
48 1531 Pulaski Highway as more specifically defined herein (“Property”) is in the best interest of  
49 the health and welfare of the citizens of Havre de Grace.  
50

51           **NOW THEREFORE BE IT RESOLVED, ORDAINED, AND ENACTED BY THE**  
52 **MAYOR AND CITY COUNCIL OF HAVRE DE GRACE, MARYLAND AS FOLLOWS:**  
53

54           SECTION 1. The Appendix to the Charter of the Mayor and City Council of Havre de  
55 Grace, Maryland is hereby amended to add a new Subsection A.34 The First 2020 Addition to  
56 the City Boundaries to read as set forth in the legal description attached hereto as Exhibit A and  
57 incorporated by reference herein. (“Property”).  
58

59           SECTION 2. The Mayor and City Council of Havre de Grace, Maryland and the requisite  
60 owners of the properties hereby annexed agree that the conditions and circumstances applicable to  
61 the change in the boundaries of the City of Havre de Grace caused by this annexation and to the  
62 property within the area hereby annexed are as provided in the applicable Charter provisions, laws  
63 and ordinances of the State of Maryland and the City of Havre de Grace, except as follows:  
64

- 65           (a)     The Property is currently given a County zoning designation of Commercial  
66           Industrial (CI) on the official zoning maps of Harford County. The zoning  
67           designation in the City that the Mayor and City Council shall assign to the Property  
68           is Commercial (C) as defined in the Havre de Grace Zoning Ordinance.  
69
- 70           (b)     City water and sewer service shall be provided to the Property hereby annexed at  
71           generally applicable rates and pursuant to conditions generally applicable to other  
72           City-owned properties within the corporate boundaries of the City of Havre de  
73           Grace at such time the Mayor and City Council of Havre de Grace approve  
74           development of the Property. The cost to construct any facilities necessary to  
75           provide water and sewer service to the Property shall be paid according to the laws,  
76           rules, regulations and policies, specifications, standards and approvals (including  
77           state and county, if any), existing or required at the time of construction, including  
78           any applicable recoupment agreements authorized under the Annexation  
79           Resolution, and in accordance with the Annexation Plan Resolution 2020-06  
80           attached hereto and marked Exhibit B.  
81
- 82           (c)     The Mayor and City Council of Havre de Grace, Maryland acknowledge that a  
83           legal description of the Property has been prepared by a professional engineer  
84           retained by the City.  
85
- 86           (d)     The terms and conditions of this Resolution are consistent with the Annexation  
87           Policy of the Mayor and City Council of Havre de Grace, Maryland established by

88 City Code Section 20 (“Annexation Policy”), a copy of which is attached hereto as  
89 Exhibit C.  
90

91 SECTION 3. AND BE IT FURTHER RESOLVED that, promptly after the introduction  
92 and first reading of this Resolution by the Mayor and City Council of Havre de Grace, Maryland,  
93 the Director of Administration shall create a public notice, briefly and accurately describing the  
94 proposed change and the conditions and circumstances applicable. The aforesaid notice shall be  
95 published two (2) times at not less than weekly intervals in a newspaper or newspapers of general  
96 circulation in the City of Havre de Grace and the area to be annexed, as the area to be annexed is  
97 less than 25 acres. The aforesaid public notice shall state a time, not less than fifteen (15) days  
98 after the second (4th) publication thereof and not less than 30 days after the Annexation Plan  
99 Resolution 2020-06 is approved, provided to the regional and national planning agencies, and the  
100 place within the City of Havre de Grace at which a public hearing shall be held to consider public  
101 comment to consider this Resolution. The public hearing may be continued or rescheduled in  
102 accordance with the requirements set forth in Local Government Article of the Annotated Code of  
103 Maryland. Immediately upon the first publication of the specified public notice, a copy of the  
104 public notice and other relevant documents shall be provided to the Harford County Council, the  
105 Harford County Executive, the Director of the Harford County Department of Planning and  
106 Zoning, the Planning Commission of the City of Havre de Grace, and to any other regional or state  
107 planning agency having jurisdiction over the property, including the Executive Director of the  
108 Baltimore Metropolitan Council.  
109

110 SECTION 4. AND BE IT FURTHER RESOLVED that, this Annexation Resolution  
111 shall become effective forty-five (45) days after its enactment by the Mayor and City Council of  
112 Havre de Grace, Maryland, provided this Resolution is read and passed by an affirmative vote of  
113 a majority of the Council members present at a second reading of the Resolution at a regular City  
114 Council meeting after the conclusion of the public hearing and any continuation thereof as  
115 prescribed by the Local Government Article Section 4-407 of the Annotated Code of Maryland (as  
116 amended) and also provided that a proper petition for referendum calling for an election related to  
117 the annexation is not filed as permitted by law.  
118

119 SECTION 5. AND BE IT FURTHER RESOLVED that, if any section, subsection,  
120 paragraph, sentence, clause, phrase or word of this Resolution or its application to any person or  
121 circumstances is held invalid by any court of competent jurisdiction, the remaining sections,  
122 subsections, paragraphs, sentences, clauses, phrases, and words of this Resolution, or the  
123 application of the provision to other persons or circumstances then in effect, shall continue in full  
124 force and effect.  
125

126 SECTION 6. AND BE IT FURTHER RESOLVED, by the Mayor and City Council of  
127 Havre de Grace, Maryland, that the Director of Planning shall promptly register the original and  
128 the new corporate boundaries of the City of Havre de Grace with the Clerk of the Circuit Court of  
129 Harford County and the Department of Legislative Reference for the State of Maryland when this  
130 Resolution takes effect.  
131

132 SECTION 7. AND BE IT FURTHER RESOLVED, by the City Council of Havre de  
133 Grace, Maryland that the Mayor is authorized to enter into an Annexation Agreement with the

134 recommendation of the Director of Planning, the Director of the Department of Public Works, and  
135 the City Attorney to implement the purposes of this Annexation Resolution.  
136

137 SECTION 8. AND BE IT FURTHER RESOLVED, that the Mayor is authorized to enter  
138 into a Public Works Agreement with the recommendation of the Director of the Department of  
139 Public Works and the City Attorney, to implement the purposes of this Annexation Resolution.  
140

141  
142 Adopted by the City Council of Havre de Grace, Maryland this \_\_\_\_ day of \_\_\_\_\_, 2020.  
143

144  
145 ATTEST:

THE MAYOR AND CITY COUNCIL  
OF HAVRE DE GRACE, MARYLAND

146  
147  
148 \_\_\_\_\_  
149 Patrick D. Sypolt  
150 Director of Administration

\_\_\_\_\_

William T. Martin  
Mayor

151  
152  
153 Introduced: 06/01/2020  
154 Public Hearing: 07/06/2020  
155 Enacted: 07/06/2020  
156 Adopted/Effective Date: [08/20/2020]

**EXHIBIT A**

May 29, 2020  
BSLS #15024

**CITY OF HAVRE DE GRACE, MARYLAND**  
**ANNEXATION CONSOLIDATION DESCRIPTION**

Harford County Tax Map #52, Parcel #275  
Harford County Tax Map #52, Parcel #323, Lot 1  
Harford County Tax Map #52, Parcel #323, Lots 2 & 3  
Harford County Tax Map #44, Parcel #707

-----  
**ZONING DESCRIPTION** – 3.578 acres of land more or less, lying on the Northerly side of U.S. Route #40-Pulaski Highway, Sixth Election District, Harford County, Maryland, being more particularly described as follows:

**BEGINNING** for the same at a point on the northernmost right-of-way line of U.S. Route #40, said point being the southeasternmost lot corner of Lot 3 as depicted on a plat titled, "Gerard & Habermann Subdivision" and was recorded among the Plat Records of Harford County, Maryland in Liber G.C.B. 04, folio 20; thence binding on the northernmost right-of-way line of U.S. Route #40, the following course and distance now surveyed:

1. By a curve to the right with a radius of 5654.58 feet for an arc length of 429.85 feet; said curve being subtended by a chord bearing South 43 degrees 47 minutes 14 seconds West 429.75 feet to a point; thence leaving said right-of-way for the following course and distance:
2. North 78°43'51" West 66.44 feet to the point, thence;
3. North 22 degrees 53 minutes 31 seconds West 319.86 feet to a point in the southeasternmost corner of Parcel "A" Open Space as depicted on a plat titled, "Revised Final Plat One - Phase 1 Greenway Farm and was recorded among the Plat Records of Harford County, Maryland in Liber J.J.R. 126, folio 18; said Open Space being within the Limits of the City of Havre de Grace, Maryland; thence binding on the two easternmost lines of said Open Space and said City Limits, the two following courses and distances:
4. North 45 degrees 39 minutes 32 seconds East 25.01 feet to the point;



5. North 45 degrees 13 minutes 17 seconds West 104.57 feet to a point of the southernmost right-of-way line of the CSX Transportation Inc.; thence leaving the City Limits of Havre de Grace, Maryland and binding on the said CSX right-of-way, the following course and distance:
6. By a curve to the left with a radius of 8632.42 feet for an arc length of 20.00 feet; said curve being subtended by a chord bearing North 45 degrees 07 minutes 55 seconds East 20.00 feet to a point; thence still binding on said CSX right-of-way and also binding on a right-of-way of the American Telephone & Telegraph for the following course and distance:
7. South 45 degrees 13 minutes 24 seconds East 60.06 feet to a point on the southernmost right-of-way line of said the American Telephone & Telegraph and still binding on said right-of-way for the following course and distance:
8. By a curve to the left with a radius of 8692.48 feet for an arc length of 279.00 feet; said curve being subtended by a chord bearing North 44 degrees 08 minutes 38 seconds East 278.99 feet to a point; thence leaving said right-of-way the following course and distance:
9. South 48 degrees 16 minutes 34 seconds East 391.48 feet to the Place of Beginning;

**CONTAINING 3.578 ACRES OF LAND, MORE OR LESS.  
SURVEY DATUM ABOVE IS BASED ON NORTH AMERICAN DATUM (N.A.D.) 83/2011.**

## EXHIBIT B

### RESOLUTION NO. 2020-06

THE ANNEXATION PLAN FOR THE LANDS OF PULASKI PARCEL LLC LOCATED AT 1531 PULASKI HIGHWAY NEAR THE NORTHWEST INTERSECTION OF PULASKI HIGHWAY AND OLD POST ROAD/STATE ROUTE 7, CONSISTING OF THREE PROPERTIES IN THE SIXTH ELECTION DISTRICT TOGETHER WITH A DRAINAGE AND UTILITY EASEMENT AND PART OF THE ADJOINING CSX RAILROAD RIGHT OF WAY CONSISTING OF A TOTAL OF 3.613 ACRES MORE OR LESS.

A RESOLUTION BY THE MAYOR AND CITY COUNCIL OF HAVRE DE GRACE, MARYLAND, ADOPTED PURSUANT TO THE AUTHORITY OF THE MARYLAND CONSTITUTION ARTICLE XI-E AND THE PROVISIONS OF THE ANNOTATED CODE OF MARYLAND, LOCAL GOVERNMENT ARTICLE SECTION 4-405 WHICH REQUIRES THE LEGISLATIVE BODY OF A MUNICIPALITY SEEKING TO ANNEX PROPERTY AFTER OCTOBER 1, 2006 TO ADOPT AN ANNEXATION PLAN FOR THE SUBJECT PROPERTY AND THAT THE ANNEXATION PLAN NOT BE PART OF THE ANNEXATION RESOLUTION.

**WHEREAS**, the Mayor and City Council of Havre de Grace seek to annex certain properties along Pulaski Highway/Route 40 pursuant to the introduction of a Charter Resolution for Annexation; and

**WHEREAS**, the properties consist of five separate properties consisting of three properties owned by Pulaski Parcel LLC, a drainage and utility easement purportedly owned by MTBR Ventures LLC, and a portion of a railroad right of way owned by CSX Railroad, which properties, are contiguous and are located at the northwest intersection of Pulaski Highway and Old Post Road/State Route 7, and are situate and lying in the Sixth Election District of Harford County, Maryland as set forth more fully below (collectively, the annexed areas are referred here as the "Properties"); and

**WHEREAS**, the Properties are reflected on the attached plat marked Exhibit A and said properties sit on the west side of Pulaski Highway, Route 40, adjacent to the Bulle Rock and Greenway Farms residential developments, which are within the municipal limits of the City of Havre de Grace ("City"); and

**WHEREAS**, the annexation is consistent with the City's Comprehensive Plan, and specifically the Municipal Growth Element and expansion along Route 40;

**NOW THEREFORE**, the Mayor and City Council adopt the following Annexation Plan for the Property:

1. THE ANNEXATION PLAN FOR THE LANDS OF PULASKI PARCEL LLC LOCATED AT THE NORTHWEST CORNER OF THE INTERSECTION OF PULASKI HIGHWAY AND OLD POST ROAD/STATE ROUTE 7, CONSISTING OF THREE PROPERTIES IN THE SIXTH ELECTION DISTRICT WITH TAX ID NUMBERS 06-008461 (1531 PULASKI HIGHWAY), 06-008488 (LOT 1 – GERARD AND HABERMAN P4/20); AND 06-001254 (LOTS 2 AND 3 – GERARD AND HABERMAN P4/20) TOGETHER WITH A DRAINAGE AND UTILITY EASEMENT AND PART OF THE CSX RAILROAD RIGHT OF WAY ADJOINING THE PARCELS, CONSISTING OF A TOTAL OF 3.613 ACRES MORE OR LESS.
  
2. Introduction. The Properties proposed to be annexed in this Plan are situated along Pulaski Highway (Route 40) at the northwestern corner of the intersection with Old Post Road/State Route 7, adjacent to the southeasternmost edge of the Bulle Rock development and the northeastern most edge of the Greenway Farms development. For identification purposes, the Properties being annexed consists of two separate parcels, and a portion of two additional portions of land consisting of a drainage and utility easement and right of way and described in the deeds set forth above, with the total acreage being 3.613 acres, more or less. The entire area to be annexed is reflected on Exhibit A. and , acquired by the owners by virtue of and more particularly described in, the following:

PROPERTY A: 1531 Pulaski Highway, Tax Map 52, Parcel #275, Account ID No. 06-008461, and described as Parcel No. 2 in a Deed dated July 7, 2015 recorded among the land records of Harford County, Maryland, in Liber 11385, folio 255, from 1531Pulaski Highway LLC to Pulaski Parcel LLC, consisting of 0.747 acres more or less.

PROPERTY B: Designated as Lot 1 on a plat of the Gerard and Haberman Subdivision, recorded among the Plat Records of Harford County in Plat Book G.R.G. No. 4, folio 20, and described as Parcel No. 1 in a Deed dated July 7, 2015 recorded among the land records of Harford County, Maryland, in Liber 11385, folio 255, from 1531Pulaski Highway LLC to Pulaski Parcel LLC, consisting of 0.877 acres more or less.

PROPERTY C: Designated as Lots 2 and 3 on a plat of the Gerard and Haberman Subdivision, recorded among the Plat Records of Harford County in Plat Book G.R.G. No. 4, folio 20, and in a Deed from Allen J. Fair and Anthony Meoli, trading as A&T Properties to Pulaski Parcel, LLC, dated August 23, 2005, recorded among the land records of Harford County, Maryland, in Liber 6317, folio 508, each of said lots fronting 100 feet on the northwest side of the Pulaski Highway, consisting of 1.744 acres more or less.

PROPERTY D: A Drainage and Utility Easement, shown on an exhibit to the Deed recorded among the Land Records of Harford County, in Liber 11385, folio

255, as a 20 foot wide “abandoned private road” between Property A and Property B identified above, and as shown in the Deed of Easement dated January 13, 2020 and recorded among the Land Records of Harford County in Liber 8505, folio 444 at Exhibit A page 3 of 3, as referenced in the Deed of Easement (Route 40/06-003001) recorded among the Land Records of Harford County in Liber 5676, folio 23, and which land is purportedly part of the lands identified in a Deed dated February 28, 2001 and recorded among the Land Record of Harford County in Liber 3452, folio 0221, as land belonging to MTBR Ventures LLC, (formerly known as Able Ventures, LLC), identified on Tax Map 44, Parcel No. 707, consisting of approximately 0.210 acres, more or less.

PROPERTY E: A portion of the property of The Chesapeake and Ohio Railway Company (“CSX”), Tax Map 600, Parcel 1218, as confirmed by Corrected Certificate of Conveyance referencing “PCL # 9689 /R/W land 25.789 ac. in Havre de Grace” and dated April 20, 1987, and recorded among the Land Records of Harford County in Liber1519, folio 387, which portion of property adjoins Property B and Property D, identified above, which will complete the contiguous boundaries of the City of Havre de Grace with the southeasternmost portion of Bulle Rock. The portion of the CSX property being annexed consists of 0.035 acres more or less.

3. Current Conditions. Currently there are no homes located on the Properties and no resident voters. The Property is not currently serviced with City water or sewer.
4. Current Zoning. The Property is currently zoned CI/Commercial Industrial district on the official zoning maps of Harford County.
5. Future Proposed Use. Major change is proposed for the Property 1 only. A developer has indicated an interest in constructing a retail establishment. The specific proposed use may change and is not finalized.
6. Proposed Zoning. Proposed zoning for the Properties will be C/Commercial. Amendment to the City’s zoning code will not be required for the proposed use. The proposed zoning is also consistent with the Comprehensive Plan for the City of Havre de Grace.
7. Public Facilities. There is currently no requirement that the land subject to this Annexation Plan be set aside for a school site, water or sewer treatment facilities, libraries, recreation, or fire, EMS or police departments, except for a construction of a water main line from the City’s water line to the subject property that will serve the proposed development project. The current annexation shall be reviewed for anticipated infrastructure needs. As for water and sewer capacity, the City estimates that it currently has the water and sewer capacity for the property. However,

infrastructure improvements for water pressure and volume of delivery may be required. Until the site plan is approved, water and sewer capacity remain uncommitted and not guaranteed. Sewer lines must be extended to the property, and any recorded recoupments will need to be collected. If there are any required infrastructure improvements, including but not limited to water and sewer capacity or distribution, they shall all be paid for by the owner/developers of the property along with required bonding for performance and maintenance. The owners/developers of the Property shall be charged the standard capital cost recovery charges, user benefit fees and all other fees and charges associated with connection to the City's water and sewer systems. Water and Sewer service rates shall be charged at the generally applicable rates and pursuant to the conditions generally applied by the City. The Properties may be subject to recoupment agreements for water and sewer as may be authorized by the Annexation Resolution, Annexation Agreement, or Public Works Agreement, or separate agreements for capital cost recoupment that are recorded among the Land Record for Harford County.

8. Trash Removal. The Properties will be serviced by a private trash removal provider.
9. Fire Protection. Fire protection shall continue to be provided to the Properties by the Susquehanna Hose Company, Inc. pursuant to conditions applicable to the other properties within the corporate boundaries of the City.
10. Schools – Library – Recreation. The scope of the development on the Properties is limited in size and will not include a residential component. As such, no recreation element is required, and no additional school or library expansions will be needed as a result of the proposed development.
11. Real Property Taxes. The Properties shall be taxed by the City at generally applicable rates. If the land is potentially subject to an abatement request due to an enterprise zone designation and/or extensive recoupment fees, and if a request for an abatement is made, the City acknowledges that it would consider such a request in accordance with applicable law so long as the terms of this Annexation Plan have otherwise been complied with by the owners and developers.
12. EMS. EMS protection shall be provided to the Properties by the Havre de Grace Ambulance Corps, Inc. pursuant to the conditions applicable to other properties within the corporate boundaries of the City of Havre de Grace.
13. Police. Police protection shall be provided to the Properties by the Havre de Grace Police Department pursuant to the conditions to other properties within the corporate boundaries of the City of Havre de Grace.

14. Timing of Municipal Services. Municipal services shall be provided at the time of construction/development of the Properties and prior to the issuance of any new use and occupancy permit.
15. Annexation Agreement. The City and the owners/developers of the Properties agree to enter into an Annexation Agreement and/or Public Works Agreements detailing the terms of this Annexation Plan and any other appropriate conditions, if required by the City. The provisions of this Annexation Plan are to be considered minimum requirements and additional requirements or more stringent requirements may be added and addressed in an Annexation Agreement and/or Public Works Agreements.

ENACTED this 20<sup>th</sup> day of April, 2020.

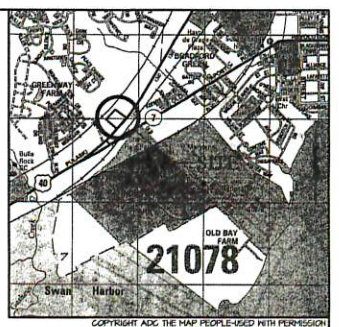
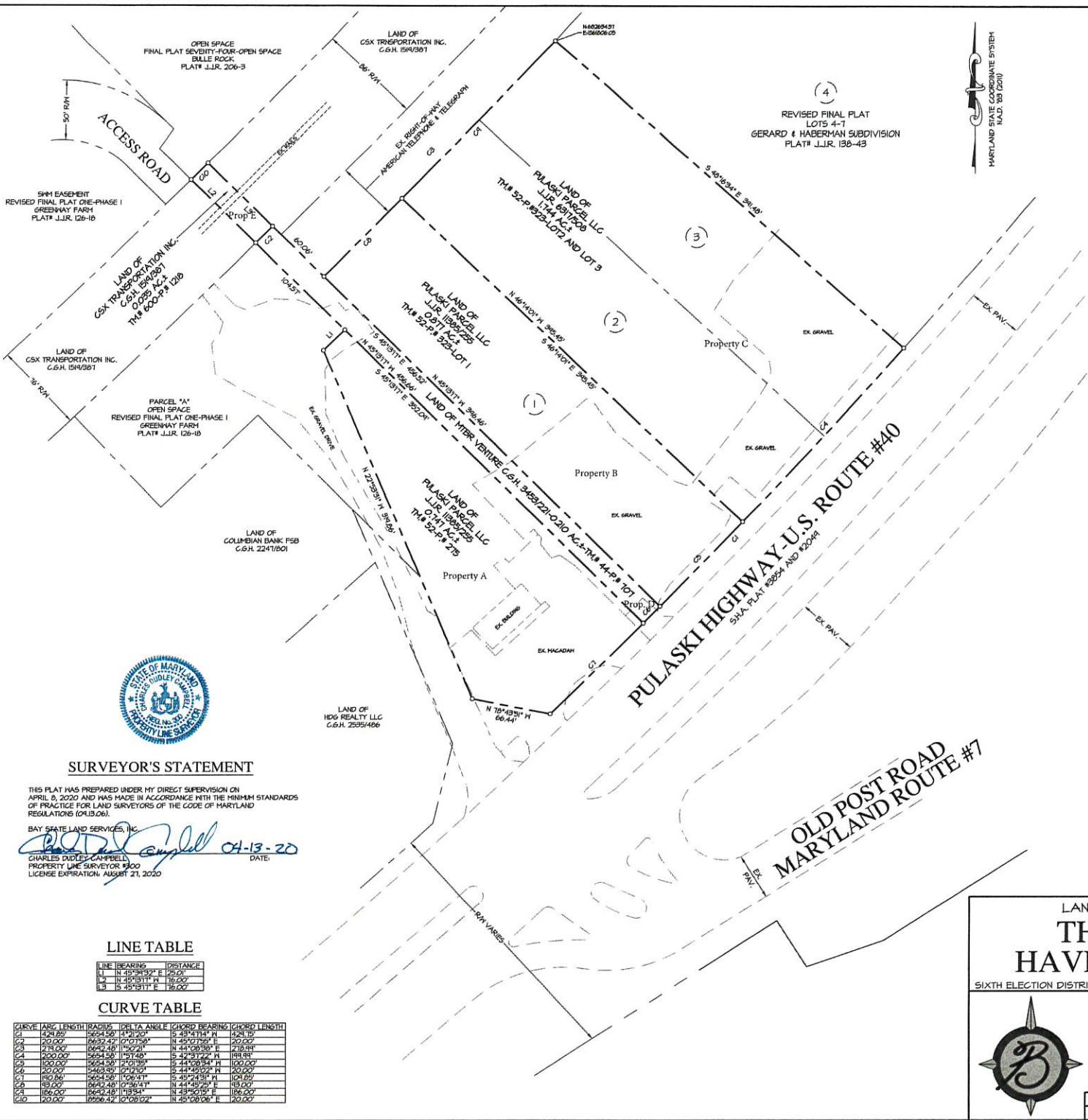
ATTEST:

THE MAYOR AND CITY COUNCIL  
OF HAVRE DE GRACE

  
Patrick D. Sypolt  
Director of Administration

  
William T. Martin, Mayor

Introduced: April 20, 2020  
Adopted: April 20, 2020  
Effective Date: April 20, 2020



LOCATION MAP  
1" = 200'

**SITE DATA**

**TAX MAP #52-PARCEL #275**  
OWNER: PULASKI PARCEL LLC  
601 WHITAKER MILL ROAD  
JOPPA, MARYLAND 21085  
DEED REF.: J.J.R. 11305/255  
0.141 AC.±

**TAX MAP #44-PARCEL #707**  
OWNER: MTR VENTURES LLC  
650 S. EXETER STREET  
SUITE 200  
BALTIMORE, MARYLAND 21202  
DEED REF.: C.G.H. 3453/221  
0.210 AC.±

**TAX MAP #52-PARCEL #373-LOT 1**  
OWNER: PULASKI PARCEL LLC  
601 WHITAKER MILL ROAD  
JOPPA, MARYLAND 21085  
DEED REF.: J.J.R. 11305/255  
0.871 AC.±

**TAX MAP #52-PARCEL #373-LOT 2 AND LOT 3**  
OWNER: PULASKI PARCEL LLC  
601 WHITAKER MILL ROAD  
JOPPA, MARYLAND 21085  
DEED REF.: J.J.R. 631/505  
1.744 AC.±

**TAX MAP #600-PARCEL #1218**  
CSX TRANSPORTATION INC.  
500 WATER STREET-J-410  
JACKSONVILLE, FLORIDA 32202  
DEED REF.: C.G.H. 1519/381  
0.035 AC.±



**SURVEYOR'S STATEMENT**

THIS PLAT HAS BEEN PREPARED UNDER MY DIRECT SUPERVISION ON APRIL 9, 2020 AND WAS MADE IN ACCORDANCE WITH THE MINIMUM STANDARDS OF PRACTICE FOR LAND SURVEYORS OF THE CODE OF MARYLAND REGULATIONS (0413.06).

BAY STATE LAND SERVICES, INC.  
*Charles Dudley Campbell*  
CHARLES DUDLEY CAMPBELL  
PROPERTY LINE SURVEYOR #300  
LICENSE EXPIRATION: AUGUST 21, 2020  
DATE: 04-13-20

**LINE TABLE**

LINE	BEARING	DISTANCE
11	N 45°19'17" E	16.60'
12	N 45°19'17" E	16.60'
13	S 45°19'17" E	16.60'

**CURVE TABLE**

CURVE	ARC LENGTH	RADIUS	DELTA ANGLE	CHORD BEARING	CHORD LENGTH
C1	128.85'	2524.69'	17°07'50"	S 35°01'54" E	543.13'
C2	20.00'	2652.42'	17°07'50"	N 45°01'54" E	20.00'
C3	278.00'	2694.24'	175°20'11"	N 44°08'56" E	239.74'
C4	200.00'	2694.24'	175°20'11"	S 45°01'54" E	185.91'
C5	100.00'	2694.24'	175°20'11"	S 44°08'56" E	100.00'
C6	20.00'	2694.24'	175°20'11"	S 44°08'56" E	20.00'
C7	180.91'	2694.24'	175°20'11"	S 45°01'54" E	180.91'
C8	85.00'	2694.24'	175°20'11"	N 44°08'56" E	85.00'
C9	185.00'	2694.24'	175°20'11"	N 45°01'54" E	185.00'
C10	20.00'	2694.24'	175°20'11"	N 45°01'54" E	20.00'

LAND TO BE ANNEXED BY  
**THE CITY OF HAVRE DE GRACE**  
SIXTH ELECTION DISTRICT HARFORD COUNTY, MARYLAND



**BAY STATE LAND SERVICES**  
ENGINEERS • SURVEYORS • LAND PLANNERS  
ENVIRONMENTAL CONSULTANTS

P.O. BOX 858  
BEL AIR, MARYLAND 21014-0858  
PHONE: 410-879-4747 FAX: 410-420-3444  
SCALE: 1"=50' DATE: 4-9-20 SHEET 1 of 1  
DRAWN BY: JSC CHK. BY: CDC JOB NO. 15024

## EXHIBIT C

*City of Havre de Grace, MD  
Monday, March 16, 2020*

### Chapter 20. Annexation Policy and Procedure

#### § 20-1. Policy.

The following principles shall govern annexation:

- A. The City Council may consider and act upon a petition for the annexation of land contiguous and adjacent to the corporate limits of the City in order to promote the health, safety, welfare, and economic development of the City.
- B. The annexation may be appropriate when it promotes coordinated planning for the area surrounding the land proposed for annexation, and where it is consistent with the plans for the present and future development of the City, and where it will not result in isolated development inconsistent with surrounding land uses.
- C. The annexation must contribute to the realization and/or furtherance of the goals and objectives of the Comprehensive Plan and any other corridor or small area plan.
- D. The location relative to existing public facilities and a review of the City's ability to provide public facilities to serve the annexation area.
- E. The development of relevant conditions for the protection and benefit of the residents of the City.
- F. The annexation will not result in an adverse fiscal impact upon the City.
- G. Upon approval of an annexation petition by the City Council, the petitioner shall not be permitted to amend or to otherwise change the terms of the annexation petition.



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CITY COUNCIL  
OF  
HAVRE DE GRACE, MARYLAND

ORDINANCE NO. \_\_\_\_\_ (Tentative 1035)

Introduced by \_\_\_\_\_ Jason 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 1, 2020 \_\_\_\_\_

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

on: \_\_\_\_\_ June 1, 2020 \_\_\_\_\_

at: \_\_\_\_\_ 7:00 p.m. \_\_\_\_\_

**PUBLIC HEARING**

A public hearing will be held 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.

34 WHEREAS, the Mayor and City Council of Havre de Grace, a Maryland municipal  
35 corporation, is required to establish an annual projection of anticipated revenues and proposed  
36 expenses, known as the budget, for the City of Havre de Grace for the fiscal year beginning July 1,  
37 2020 through June 30, 2021, said period known as fiscal year 2021; and  
38

39 WHEREAS, the Mayor and City Council of Havre de Grace is further required to approve the  
40 budget by Ordinance, pursuant to the Havre de Grace Charter Section 37 and by the authority of the  
41 Local Government Article of the Annotated Code of Maryland; and  
42

43 WHEREAS, the Mayor and City Council held a budget work session on May 18, 2020 prior  
44 to the second City Council meeting in May as required by the City Charter; and  
45

46 WHEREAS, the Mayor and City Council of Havre de Grace shall conduct a public hearing  
47 for the purpose of receiving public comment on this budget Ordinance; and  
48

49 WHEREAS, the Mayor and City Council of Havre de Grace have previously set the City tax  
50 rate and charges for water and sewer service by Ordinance, as required by the Charter.  
51

52 NOW, THEREFORE, BE IT ENACTED AND ORDAINED by the Mayor and City  
53 Council of Havre de Grace that the Annual Budget Ordinance for the City of Havre de Grace for the  
54 fiscal year 2021 shall be enacted as follows:  
55

56 **BUDGET ORDINANCE**  
57

58 **Section 1.** Attached hereto is the Havre de Grace Budget for the fiscal year 2021 ("Budget").  
59 The Budget covers the General Fund, Water & Sewer Fund and Marina Fund. The Budget  
60 document and all of its attachments are incorporated by reference into this Ordinance and made  
61 a part hereof.  
62

63 **Section 2.** The City shall collect the anticipated revenue and make the proposed expenditures in  
64 compliance with the Budget or by an appropriate Budget Amendment as authorized by Section  
65 37 of the Havre de Grace City Charter.  
66

67 **Section 3.** This Ordinance shall be effective on July 1, 2020 and expire on June 30, 2021.  
68

69 Signed by the Mayor and attested by the Director of Administration this \_\_\_\_\_ day of  
70 \_\_\_\_\_, 2020.  
71

72  
73 ATTEST:

THE MAYOR AND CITY COUNCIL  
OF HAVRE DE GRACE, MARYLAND

74  
75  
76 \_\_\_\_\_  
77 Patrick D. Sypolt  
78 Director of Administration  
79

\_\_\_\_\_  
William T. Martin  
Mayor

80 Introduced/First Reading: 06/01/2020  
81 Public Hearing: 06/08/2020  
82 Second Reading/Adopted: 06/15/2020

83  
84 Effective Date: [mm/dd/yyyy]

85  
86 Legislative History

87 Ordinance No. \_\_\_\_\_, As Amended, enacted \_\_\_\_\_ [Date] \_\_\_\_\_  
88 Ordinance No. \_\_\_\_\_, As Amended, enacted \_\_\_\_\_ [Date] \_\_\_\_\_

89

First Reading



## 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
<b>Operating Revenues</b>				
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
	<u>13,814,000</u>	<u>14,559,800</u>	<u>18,453,400</u>	
<b>Operating Expenses</b>				
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
	<u>13,607,100</u>	<u>13,635,700</u>	<u>14,303,300</u>	
<b>Capital Expenses</b>				
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
	<u>1,766,600</u>	<u>3,125,200</u>	<u>6,043,000</u>	
	<u>15,373,700</u>	<u>16,760,900</u>	<u>20,346,300</u>	
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
<i>Fund Excess/ (Deficiency)</i>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	

**GENERAL FUND OPERATING REVENUES**

Account No.	Description	Original Budget FY 2020	Current Budget FY 2020	Requested Budget FY 2021
<b>TAXES</b>				
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 Prnts in Lieu of Taxes	15,300	15,300	14,700
	<b>Subtotal - Taxes</b>	<b>10,972,500</b>	<b>10,988,300</b>	<b>11,304,000</b>
<b>INTERGOVERNMENTAL</b>				
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
	<b>Subtotal - Intergovernmental</b>	<b>880,300</b>	<b>880,300</b>	<b>908,300</b>
<b>LICENSES AND PERMITS</b>				
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
	<b>Subtotal - Licenses/Permits</b>	<b>291,600</b>	<b>291,600</b>	<b>273,100</b>
<b>GENERAL SERVICE FEES</b>				
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
	<b>Subtotal - Service Fees</b>	<b>113,800</b>	<b>113,800</b>	<b>111,900</b>
<b>FINES/FORFEITURES</b>				
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
	<b>Subtotal - Fines/Forfeitures</b>	<b>3,600</b>	<b>3,600</b>	<b>4,400</b>

**GENERAL FUND OPERATING REVENUES**

<b>Account No.</b>	<b>Description</b>	<b>Original Budget FY 2020</b>	<b>Current Budget FY 2020</b>	<b>Requested Budget FY 2021</b>
<b>GRANTS</b>				
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	
	<b>Subtotal - Grants/Bonds</b>	<b>1,196,100</b>	<b>1,916,600</b>	<b>5,275,700</b>
<b>MISCELLANEOUS</b>				
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
	<b>Subtotal - Miscellaneous</b>	<b>356,100</b>	<b>365,600</b>	<b>576,000</b>
<b>TRANSFERS IN/(OUT)</b>				
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
	<b>Subtotal - Transfers/Reserves</b>	<b>1,559,700</b>	<b>2,201,100</b>	<b>1,892,900</b>
	<b>TOTAL REVENUES</b>	<b>15,373,700</b>	<b>16,760,900</b>	<b>20,346,300</b>

MAYOR

Account No.	Description	Original Budget FY 2020	Current Budget FY 2020	Requested Budget FY 2021
<b>EMPLOYEE-RELATED EXPENSES</b>				
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
	<i>Subtotal - Employee</i>	<i>19,800</i>	<i>19,800</i>	<i>19,800</i>
<b>NON-EMPLOYEE-RELATED EXPENSES</b>				
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
	<i>Subtotal - Non-Employee</i>	<i>22,700</i>	<i>22,700</i>	<i>23,700</i>
	<b>TOTAL - MAYOR</b>	<b>42,500</b>	<b>42,500</b>	<b>43,500</b>



**CITY COUNCIL**

<b>Account No.</b>	<b>Description</b>	<b>Original Budget FY 2020</b>	<b>Current Budget FY 2020</b>	<b>Requested Budget FY 2021</b>
<b>EMPLOYEE-RELATED EXPENSES</b>				
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
	<i>Subtotal - Employee</i>	<i>50,500</i>	<i>50,500</i>	<i>50,500</i>
<b>NON-EMPLOYEE-RELATED EXPENSES</b>				
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
	<i>Subtotal - Non-Employee</i>	<i>36,100</i>	<i>36,100</i>	<i>37,300</i>
	<b>TOTAL - CITY COUNCIL</b>	<b>86,600</b>	<b>86,600</b>	<b>87,800</b>

**ADMINISTRATION OFFICES**

<b>Account No.</b>	<b>Description</b>	<b>Original Budget FY 2020</b>	<b>Current Budget FY 2020</b>	<b>Requested Budget FY 2021</b>
<b>EMPLOYEE-RELATED EXPENSES</b>				
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 Services	3,900	3,900	8,500
	<b>Subtotal - Employee</b>	<b>875,500</b>	<b>875,500</b>	<b>1,017,400</b>
<b>NON-EMPLOYEE-RELATED EXPENSES</b>				
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
	<b>Subtotal - Non-Employee</b>	<b>219,600</b>	<b>220,100</b>	<b>258,800</b>
	<b>TOTAL - ADMINISTRATION</b>	<b>1,095,100</b>	<b>1,095,600</b>	<b>1,276,200</b>

**TOURISM**

<b>Account No.</b>	<b>Description</b>	<b>Original Budget FY 2020</b>	<b>Current Budget FY 2020</b>	<b>Requested Budget FY 2021</b>
<b>EMPLOYEE-RELATED EXPENSES</b>				
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 Services	900	900	1,200
	<b>Subtotal - Employee</b>	<b>176,200</b>	<b>176,200</b>	<b>170,700</b>
<b>NON-EMPLOYEE-RELATED EXPENSES</b>				
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
	<b>Subtotal - Non-Employee</b>	<b>83,000</b>	<b>83,000</b>	<b>86,000</b>
	<b>TOTAL - TOURISM</b>	<b>259,200</b>	<b>259,200</b>	<b>256,700</b>

**INFORMATION TECHNOLOGY**

<b>Account No.</b>	<b>Description</b>	<b>Original Budget FY 2020</b>	<b>Current Budget FY 2020</b>	<b>Requested Budget FY 2021</b>
<b>EMPLOYEE-RELATED EXPENSES</b>				
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
	<b>Subtotal - Employee</b>	<b>116,100</b>	<b>116,100</b>	<b>123,500</b>
<b>NON-EMPLOYEE-RELATED EXPENSES</b>				
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
	<b>Subtotal - Non-Employee</b>	<b>205,500</b>	<b>205,500</b>	<b>205,000</b>
	<b>TOTAL - IT</b>	<b>321,600</b>	<b>321,600</b>	<b>328,500</b>

**REGISTRATION AND ELECTIONS, LEGAL SERVICES, AND INSURANCE**

<b>Account No.</b>	<b>Description</b>	<b>Original Budget FY 2020</b>	<b>Current Budget FY 2020</b>	<b>Requested Budget FY 2021</b>
<b>REGISTRATION AND ELECTIONS</b>				
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
	<b>TOTAL - REGISTRTRN/ELECTIONS</b>	<b>5,400</b>	<b>5,400</b>	<b>5,500</b>
<b>LEGAL SERVICES</b>				
01-1061-6061	Legal Services - Council	80,400	80,400	105,000
	<b>TOTAL - LEGAL SERVICES</b>	<b>80,400</b>	<b>80,400</b>	<b>105,000</b>
<b>INSURANCE</b>				
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
	<b>TOTAL - INSURANCE</b>	<b>127,300</b>	<b>127,300</b>	<b>130,100</b>

**ECONOMIC DEVELOPMENT**

<b>Account No.</b>	<b>Description</b>	<b>Original Budget FY 2020</b>	<b>Current Budget FY 2020</b>	<b>Requested Budget FY 2021</b>
<b>EMPLOYEE-RELATED EXPENSES</b>				
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
	<b>Subtotal - Employee</b>	<b>120,300</b>	<b>120,300</b>	<b>147,200</b>
<b>NON-EMPLOYEE-RELATED EXPENSES</b>				
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
	<b>Subtotal - Non-Employee</b>	<b>80,300</b>	<b>110,300</b>	<b>82,300</b>
	<b>TOTAL - ECON. DEV.</b>	<b>200,600</b>	<b>230,600</b>	<b>229,500</b>

**FINANCE**

<b>Account No.</b>	<b>Description</b>	<b>Original Budget FY 2020</b>	<b>Current Budget FY 2020</b>	<b>Requested Budget FY 2021</b>
<b>EMPLOYEE-RELATED EXPENSES</b>				
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
	<b>Subtotal - Employee</b>	<b>720,300</b>	<b>720,300</b>	<b>777,200</b>
<b>NON-EMPLOYEE-RELATED EXPENSES</b>				
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
	<b>Subtotal - Non-Employee</b>	<b>74,400</b>	<b>74,400</b>	<b>76,400</b>
	<b>TOTAL - FINANCE</b>	<b>794,700</b>	<b>794,700</b>	<b>853,600</b>

**PLANNING AND CODE ENFORCEMENT**

<b>Account No.</b>	<b>Description</b>	<b>Original Budget FY 2020</b>	<b>Current Budget FY 2020</b>	<b>Requested Budget FY 2021</b>
<b>EMPLOYEE-RELATED EXPENSES</b>				
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
	<b>Subtotal - Employee</b>	<b>684,800</b>	<b>654,800</b>	<b>559,300</b>
<b>NON-EMPLOYEE-RELATED EXPENSES</b>				
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
	<b>Subtotal - Non-Employee</b>	<b>70,700</b>	<b>70,700</b>	<b>70,000</b>
	<b>TOTAL - PLANNING/CODE ENFOR</b>	<b>755,500</b>	<b>725,500</b>	<b>629,300</b>



**POLICE ADMINISTRATION**

<b>Account No.</b>	<b>Description</b>	<b>Original Budget FY 2020</b>	<b>Current Budget FY 2020</b>	<b>Requested Budget FY 2021</b>
<b>EMPLOYEE-RELATED EXPENSES</b>				
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
	<i>Subtotal - Employee</i>	<i>740,900</i>	<i>740,900</i>	<i>837,000</i>
<b>NON-EMPLOYEE-RELATED EXPENSES</b>				
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
	<i>Subtotal - Non-Employee</i>	<i>99,400</i>	<i>99,400</i>	<i>126,000</i>
	<b>TOTAL - POLICE ADMINISTRATI</b>	<b>840,300</b>	<b>840,300</b>	<b>963,000</b>

**POLICE PATROL AND INVESTIGATION**

<b>Account No.</b>	<b>Description</b>	<b>Original Budget FY 2020</b>	<b>Current Budget FY 2020</b>	<b>Requested Budget FY 2021</b>
<b>EMPLOYEE-RELATED EXPENSES</b>				
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
	<b>Subtotal - Employee</b>	<b>4,416,600</b>	<b>4,416,600</b>	<b>4,312,900</b>
<b>NON-EMPLOYEE-RELATED EXPENSES</b>				
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
	<b>Subtotal - Non-Employee</b>	<b>196,400</b>	<b>196,400</b>	<b>205,500</b>
	<b>TOTAL - POLICE PATROL &amp; INVI</b>	<b>4,613,000</b>	<b>4,613,000</b>	<b>4,518,400</b>

**PUBLIC WORKS**

<b>Account No.</b>	<b>Description</b>	<b>Original Budget FY 2020</b>	<b>Current Budget FY 2020</b>	<b>Requested Budget FY 2021</b>
<b>DPW ADMINISTRATION</b>				
<b>EMPLOYEE-RELATED EXPENSES</b>				
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
	<b>Subtotal - Employee</b>	<b>886,400</b>	<b>886,400</b>	<b>1,084,800</b>
<b>NON-EMPLOYEE-RELATED EXPENSES</b>				
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
	<b>Subtotal - Non-Employee</b>	<b>10,200</b>	<b>10,200</b>	<b>9,700</b>
	<b>TOTAL - DPW ADMINISTRATION</b>	<b>896,600</b>	<b>896,600</b>	<b>1,094,500</b>
<b>WASTE DISPOSAL</b>				
01-1244-6125	Contractual Services	600,000	600,000	600,000
	<b>TOTAL - WASTE DISPOSAL</b>	<b>600,000</b>	<b>600,000</b>	<b>600,000</b>
<b>SIDEWALKS AND CURBS</b>				
01-1253-6137	Supplies and Materials	20,000	20,000	20,000
	<b>TOTAL - SIDEWALKS AND CURBS</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>
<b>SNOW AND ICE REMOVAL</b>				
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
	<b>TOTAL - SNOW AND ICE REMOVAL</b>	<b>24,700</b>	<b>24,700</b>	<b>23,100</b>
<b>STORM DRAINAGE</b>				
01-1256-6137	Other Supplies and Materials	1,000	1,000	1,000
01-1256-6276	Professional Services	7,500	7,500	8,000
	<b>TOTAL - STORM DRAINAGE</b>	<b>8,500</b>	<b>8,500</b>	<b>9,000</b>
<b>STREET LIGHTS</b>				
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
	<b>TOTAL - STREET LIGHTS</b>	<b>199,600</b>	<b>199,600</b>	<b>182,600</b>
<b>TREE SERVICES</b>				
01-1290-6137	Other Supplies and Materials	2,000	2,000	3,000
01-1290-6276	Professional Services	45,000	45,000	60,000
	<b>TOTAL - TREE SERVICES</b>	<b>47,000</b>	<b>47,000</b>	<b>63,000</b>

**PUBLIC WORKS**

<b>Account No.</b>	<b>Description</b>	<b>Original Budget FY 2020</b>	<b>Current Budget FY 2020</b>	<b>Requested Budget FY 2021</b>
<b>BUILDING AND PROPERTY MAINTENANCE</b>				
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
	<b>TOTAL - BLDG. AND PRPTY MAIN</b>	<b>180,000</b>	<b>174,100</b>	<b>172,500</b>
<b>RECREATION SUPPORT</b>				
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
	<b>TOTAL - RECREATION SUPPORT</b>	<b>92,000</b>	<b>101,400</b>	<b>92,800</b>
	<b>TOTAL - PUBLIC WORKS</b>	<b>2,068,400</b>	<b>2,071,900</b>	<b>2,257,500</b>

**HIGHWAYS & STREETS**

<b>Account No.</b>	<b>Description</b>	<b>Original Budget FY 2020</b>	<b>Current Budget FY 2020</b>	<b>Requested Budget FY 2021</b>
<b>EMPLOYEE-RELATED EXPENSES</b>				
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
	<i>Subtotal - Employee</i>	<i>1,071,500</i>	<i>1,071,500</i>	<i>1,301,100</i>
<b>NON-EMPLOYEE-RELATED EXPENSES</b>				
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
	<i>Subtotal - Non-Employee</i>	<i>154,100</i>	<i>154,100</i>	<i>159,600</i>
	<b>TOTAL - HIGHWAYS/STREETS</b>	<b>1,225,600</b>	<b>1,225,600</b>	<b>1,460,700</b>

**SHOP OPERATION**

<b>Account No.</b>	<b>Description</b>	<b>Original Budget FY 2020</b>	<b>Current Budget FY 2020</b>	<b>Requested Budget FY 2021</b>
<b>EMPLOYEE-RELATED EXPENSES</b>				
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
	<b>Subtotal - Employee</b>	<b>283,100</b>	<b>283,100</b>	<b>296,500</b>
<b>NON-EMPLOYEE-RELATED EXPENSES</b>				
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
	<b>Subtotal - Non-Employee</b>	<b>67,800</b>	<b>67,600</b>	<b>65,500</b>
	<b>TOTAL - SHOP OPERATION</b>	<b>350,900</b>	<b>350,700</b>	<b>362,000</b>

**VOLUNTEER ORGANIZATIONS**

<b>Account No.</b>	<b>Description</b>	<b>Original Budget FY 2020</b>	<b>Current Budget FY 2020</b>	<b>Requested Budget FY 2021</b>
<b>SERVICE ORGANIZATIONS</b>				
01-1815-6180	Army Alliance	2,500	2,500	2,500
01-1815-6182	HdG Alliance	10,000	10,000	10,000
	<b>TOTAL - SERVICE ORGANIZATIONS</b>	<b>12,500</b>	<b>12,500</b>	<b>12,500</b>
<b>CIVIC GROUPS</b>				
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 Council	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
	<b>TOTAL - CIVIC GROUPS</b>	<b>170,200</b>	<b>179,200</b>	<b>217,400</b>
<b>MUSEUMS</b>				
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
	<b>TOTAL - MUSEUMS</b>	<b>60,000</b>	<b>60,000</b>	<b>60,000</b>
<b>EMERGENCY SERVICES</b>				
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
	<b>TOTAL - EMERGENCY SERVICES</b>	<b>497,300</b>	<b>513,100</b>	<b>506,100</b>
	<b>TOTAL - VOLUNTEER ORGS.</b>	<b>740,000</b>	<b>764,800</b>	<b>796,000</b>

**GENERAL FUND DEBT SERVICE**

<b>Account No.</b>	<b>Description</b>	<b>Original Budget FY 2020</b>	<b>Current Budget FY 2020</b>	<b>Requested Budget FY 2021</b>
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
	<b>GENERAL FUND DEBT SERVICE</b>	<b>551,600</b>	<b>551,600</b>	<b>550,300</b>



**CAPITAL BUDGET WORKSHEET**  
**General Fund**

<b>Account No.</b>	<b>Description</b>	<b>Original Budget FY 2020</b>	<b>Current Budget FY 2020</b>	<b>Requested Budget FY 2021</b>
<b>CAPITAL EQUIPMENT</b>				
01-1091-6501	Trolley	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 E-3911)			125,000
	<b>Subtotal - Equipment</b>	<b>215,000</b>	<b>300,200</b>	<b>641,400</b>

<b>CAPITAL PROJECTS</b>				
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	
	<b>Subtotal - Projects</b>	<b>1,000,000</b>	<b>2,273,400</b>	<b>4,851,300</b>

	<b>TOTAL CAPITAL ITEMS</b>	<b>1,215,000</b>	<b>2,573,600</b>	<b>5,492,700</b>
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FY 2021 vs FY 2020

WATER & SEWER FUND

	ORIG. BGT. FY 2020	CURR. BGT. FY 2020	REQUESTED FY 2021	Page
<b>Operating Revenues</b>				
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
	<u>7,959,800</u>	<u>7,959,800</u>	<u>8,217,300</u>	
<b>Operating Expenses</b>				
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
	<u>5,627,700</u>	<u>5,628,000</u>	<u>5,895,600</u>	
<b>Net Operating Income/(Loss)</b>	<b>2,332,100</b>	<b>2,331,800</b>	<b>2,321,700</b>	
<b>Capital Revenues</b>				
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
	<u>3,289,800</u>	<u>5,346,700</u>	<u>6,865,100</u>	
<b>Capital Expenses</b>				
Debt Service	2,361,700	2,361,700	2,878,500	6
Capital Projects	2,761,100	5,139,800	5,188,900	5
	<u>5,122,800</u>	<u>7,501,500</u>	<u>8,067,400</u>	
<b>Net Capital Income/(Loss)</b>	<b>(1,833,000)</b>	<b>(2,154,800)</b>	<b>(1,202,300)</b>	
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
<b>Fund Excess/(Deficiency)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	

**FUND 9 - WATER & SEWER  
REVENUES**

Account No.	Description	Original Budget FY 2020	Current Budget FY 2020	Requested Budget FY 2021
<b>WATER PRODUCTION FEES</b>				
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
	<b>Subtotal - Water Fees</b>	<b>2,737,100</b>	<b>2,737,100</b>	<b>2,707,200</b>
<b>WATER PLANT INFRASTRUCTURE FEES</b>				
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
	<b>Subtotal - Water Distribution</b>	<b>1,380,200</b>	<b>1,380,200</b>	<b>1,340,800</b>
<b>WATER PLANT INFRASTRUCTURE FEES</b>				
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
	<b>Subtotal - Water Capital</b>	<b>484,000</b>	<b>484,000</b>	<b>350,800</b>
<b>WASTEWATER TREATMENT FEES</b>				
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
	<b>Subtotal - Wastewater Fees</b>	<b>3,687,400</b>	<b>3,687,400</b>	<b>4,023,400</b>
<b>WASTEWATER PLANT INFRASTRUCTURE FEES</b>				
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
	<b>Subtotal - Wastewater Capital</b>	<b>1,114,900</b>	<b>1,114,900</b>	<b>974,900</b>
<b>MISCELLANEOUS FUND 9 REVENUES</b>				
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
	<b>Subtotal - Miscellaneous</b>	<b>155,100</b>	<b>155,100</b>	<b>145,900</b>
<b>FUND TRANSFERS AND LOAN PROCEEDS</b>				
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
	<b>Subtotal - Transfers/Reserves</b>	<b>1,191,800</b>	<b>3,570,800</b>	<b>4,420,000</b>
	<b>TOTAL - WATER &amp; SEWER</b>	<b>10,750,500</b>	<b>13,129,500</b>	<b>13,963,000</b>

**WATER PRODUCTION**

<b>Account No.</b>	<b>Description</b>	<b>Original Budget FY 2020</b>	<b>Current Budget FY 2020</b>	<b>Requested Budget FY 2021</b>
<b>EMPLOYEE-RELATED EXPENSES</b>				
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
	<b>Subtotal - Employee</b>	<b>877,000</b>	<b>877,000</b>	<b>846,200</b>
<b>NON-EMPLOYEE-RELATED EXPENSES</b>				
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
	<b>Subtotal - Non-Employee</b>	<b>1,616,600</b>	<b>1,616,600</b>	<b>1,754,400</b>
	<b>TOTAL - WATER PRODUCTION</b>	<b>2,493,600</b>	<b>2,493,600</b>	<b>2,600,600</b>

**WATER DISTRIBUTION**

<b>Account No.</b>	<b>Description</b>	<b>Original Budget FY 2020</b>	<b>Current Budget FY 2020</b>	<b>Requested Budget FY 2021</b>
<b>EMPLOYEE-RELATED EXPENSES</b>				
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
	<b>Subtotal - Employee</b>	<b>805,300</b>	<b>805,300</b>	<b>791,100</b>
<b>NON-EMPLOYEE-RELATED EXPENSES</b>				
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
	<b>Subtotal - Non-Employee</b>	<b>270,500</b>	<b>263,400</b>	<b>282,700</b>
	<b>TOTAL - WATER DISTRIBUTION</b>	<b>1,075,800</b>	<b>1,068,700</b>	<b>1,073,800</b>

**WASTEWATER TREATMENT**

<b>Account No.</b>	<b>Description</b>	<b>Original Budget FY 2020</b>	<b>Current Budget FY 2020</b>	<b>Requested Budget FY 2021</b>
<b>EMPLOYEE-RELATED EXPENSES</b>				
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
	<b>Subtotal - Employee</b>	<b>779,700</b>	<b>779,700</b>	<b>744,300</b>
<b>NON-EMPLOYEE-RELATED EXPENSES</b>				
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
	<b>Subtotal - Non-Employee</b>	<b>1,278,600</b>	<b>1,286,000</b>	<b>1,476,900</b>
	<b>TOTAL - WASTEWATER TREATM</b>	<b>2,058,300</b>	<b>2,065,700</b>	<b>2,221,200</b>

**CAPITAL BUDGET WORKSHEET**  
**Water & Sewer Fund**

<b>Account No.</b>	<b>Description</b>	<b>Original Budget FY 2020</b>	<b>Current Budget FY 2020</b>	<b>Requested Budget FY 2021</b>
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 Digester 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
	<b>TOTAL - CAPITAL PROJECTS</b>	<b>2,761,100</b>	<b>5,139,800</b>	<b>5,188,900</b>

**WATER AND SEWER DEBT SERVICE**

<b>Account No.</b>	<b>Description</b>	<b>Original Budget FY 2020</b>	<b>Current Budget FY 2020</b>	<b>Requested Budget FY 2021</b>
<b>WATER FACILITY DEBT SERVICE</b>				
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
	<i>Subtotal - Water Debt</i>	<i>193,100</i>	<i>193,100</i>	<i>191,600</i>
<b>WASTEWATER FACILITY DEBT SERVICE</b>				
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
	<i>Subtotal - Wastewater Debt</i>	<i>2,168,600</i>	<i>2,168,600</i>	<i>2,686,900</i>
	<b>TOTAL - DEBT SERVICE</b>	<b>2,361,700</b>	<b>2,361,700</b>	<b>2,878,500</b>



FY 2021 vs FY 2020

MARINE FACILITIES FUND

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

**FUND 8 - MARINE FACILITIES - REVENUES**

<b>Account No.</b>	<b>Description</b>	<b>Original Budget FY 2020</b>	<b>Current Budget FY 2020</b>	<b>Requested Budget FY 2021</b>
<b>FACILITY FEES</b>				
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
	<b>Subtotal - Facility Fees</b>	<b>573,300</b>	<b>573,300</b>	<b>662,300</b>
<b>MISCELLANEOUS REVENUES</b>				
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
	<b>Subtotal - Miscellaneous</b>	<b>19,900</b>	<b>19,900</b>	<b>22,300</b>
<b>FUND TRANSFERS AND LOAN PROCEEDS</b>				
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
	<b>Subtotal - Transfers/Reserves</b>	<b>35,200</b>	<b>35,200</b>	<b>(25,300)</b>
	<b>TOTAL - Marine Facilities</b>	<b>628,400</b>	<b>628,400</b>	<b>659,300</b>

**FUND 8 - MARINE FACILITIES**

<b>Account No.</b>	<b>Description</b>	<b>Original Budget FY 2020</b>	<b>Current Budget FY 2020</b>	<b>Requested Budget FY 2021</b>
<b>EMPLOYEE-RELATED EXPENSES</b>				
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
	<b>Subtotal - Employee</b>	<b>175,200</b>	<b>175,200</b>	<b>214,300</b>
<b>NON-EMPLOYEE-RELATED EXPENSES</b>				
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
	<b>Subtotal - Non-Employee</b>	<b>393,200</b>	<b>393,200</b>	<b>425,000</b>
	<b>TOTAL - MARINA EXPENSE</b>	<b>568,400</b>	<b>568,400</b>	<b>639,300</b>

**FUND 8 - MARINE FACILITIES CAPITAL PROJECTS**

<b>Account No.</b>	<b>Description</b>	<b>Original Budget FY 2020</b>	<b>Current Budget FY 2020</b>	<b>Requested Budget FY 2021</b>
<b>CDA LOANS</b>				
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
	<b>TOTAL - MARINA CAPITAL</b>	<b>60,000</b>	<b>60,000</b>	<b>20,000</b>

CITY COUNCIL  
OF  
HAVRE DE GRACE, MARYLAND

ORDINANCE NO. 1036

Introduced by \_\_\_\_\_

AN ORDINANCE OF THE MAYOR AND CITY COUNCIL OF HAVRE DE GRACE, A MUNICIPAL CORPORATION OF THE STATE OF MARYLAND (THE "ISSUER") ADOPTED PURSUANT TO THE AUTHORITY OF ARTICLE XI-E OF THE MARYLAND CONSTITUTION, THE LOCAL GOVERNMENT ARTICLE OF THE ANNOTATED CODE OF MARYLAND, AND SECTIONS 33 AND 34 OF THE CHARTER OF THE ISSUER, PROVIDING FOR THE ISSUANCE AND SALE OF AN AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED FIFTEEN MILLION DOLLARS (\$15,000,000.00) OF BONDS OF THE MAYOR AND CITY COUNCIL OF HAVRE DE GRACE, TO BE KNOWN AS "MAYOR AND CITY COUNCIL OF HAVRE DE GRACE, INFRASTRUCTURE BONDS, 20\_\_ SERIES \_\_\_\_" (AS SUCH DESIGNATION MAY BE MODIFIED BY THE ADMINISTRATION TO REFLECT THE APPROPRIATE YEAR AND SERIES DESIGNATION AS PROVIDED FOR HEREIN) (THE "BONDS"), TO BE ISSUED AND SOLD PURSUANT TO THE AUTHORITY OF SECTIONS 4-101 THROUGH 4-255 OF THE HOUSING AND COMMUNITY DEVELOPMENT ARTICLE OF THE ANNOTATED CODE OF MARYLAND, AS AMENDED, AND SECTION 39 OF THE CHARTER OF THE ISSUER, WHICH SUCH BONDS MAY BE ISSUED IN ONE OR MORE SERIES AND THROUGH ONE OR MORE ISSUES OVER EACH OF THE NEXT FIVE YEARS, FOR THE PURPOSE OF (I) PROVIDING ALL OR A PORTION OF THE FUNDS NECESSARY FOR FINANCING AND/OR REFINANCING CERTAIN CAPITAL PROJECTS, AS MORE SPECIFICALLY PROVIDED HEREIN; (II) FUNDING A PORTION OF A CAPITAL RESERVE FUND AND (III) PAYING ISSUANCE AND OTHER COSTS RELATED TO THE BONDS; PROVIDING THAT THE BONDS SHALL BE ISSUED UPON THE FULL FAITH AND CREDIT OF THE ISSUER; PROVIDING FOR THE DISBURSEMENT OF THE PROCEEDS OF THE SALE OF THE BONDS AND FOR THE LEVY OF ANNUAL TAXES UPON ALL ASSESSABLE PROPERTY WITHIN THE CORPORATE LIMITS OF THE ISSUER FOR THE PAYMENT OF THE PRINCIPAL OF AND INTEREST ON THE BONDS AS THEY SHALL RESPECTIVELY MATURE; PROVIDING FOR THE FORM, TENOR, DENOMINATION, MATURITY DATE OR DATES AND OTHER PROVISIONS OF THE BONDS; PROVIDING FOR THE SALE OF THE BONDS; AND PROVIDING FOR RELATED PURPOSES, INCLUDING (WITHOUT LIMITATION) THE METHOD OF FIXING THE INTEREST RATE OR RATES TO BE BORNE BY THE BONDS, THE APPROVAL, EXECUTION AND DELIVERY OF DOCUMENTS, AGREEMENTS, CERTIFICATES AND INSTRUMENTS AND THE MAKING OF OR PROVIDING FOR THE MAKING OF REPRESENTATIONS AND COVENANTS CONCERNING THE TAX STATUS OF INTEREST ON THE BONDS.

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By the Council 06/01/2020

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

on: 06/01/2020

at: 7:00 p.m.

**PUBLIC HEARING**

A public hearing will be held on June 15, 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 (the "Issuer") is a municipal corporation of the State of Maryland organized and operating under a charter (the "Charter") adopted in accordance with Article XI-E of the Constitution of Maryland and the Local Government Article of the Annotated Code of Maryland, as amended (formerly Article 23A of the Annotated Code of Maryland); and

**WHEREAS**, Sections 4-101 through 4-255 of the Housing and Community Development Article of the Annotated Code of Maryland, as amended (the "Act"), authorizes the Community Development Administration (the "Administration"), a governmental unit in the Division of Development Finance of the Department of Housing and Community Development, a principal department of the government of the State of Maryland, to provide financial assistance to political subdivisions and municipal corporations to finance, among other things, infrastructure projects and to establish a capital reserve fund in connection therewith; and

**WHEREAS**, pursuant to the authority of the Act, the Issuer has determined to issue one or more of its general obligation bonds in the aggregate principal amount not to exceed Fifteen Million Dollars (\$15,000,000.00) (the "Bonds" as defined herein), which such Bonds may be issued in one or more series and through one or more issues over each of the next five years, for the purpose of (i) financing and/or refinancing all or a portion of the costs of the Project (as defined herein), (ii) funding a portion of a capital reserve fund and (iii) paying issuance and other costs related to the Bonds; and

83           **WHEREAS**, the Issuer proposes to issue and sell the Bonds to the Administration, in  
84 connection with the Local Government Infrastructure Financing Program of the Administration  
85 (the “Program”); and  
86

87           **WHEREAS**, it is the intention of the Issuer by this Ordinance to provide for the issuance  
88 and sale of the aforementioned Bonds and to obtain a loan or loans from the Administration  
89 pursuant to the Program (collectively, the “Loans”); and  
90

91           **WHEREAS**, the Issuer intends to authorize the execution and delivery of the Bonds and  
92 all other documents, certificates and other materials related to the issuance, sale and delivery of  
93 the Bonds and the Loans; and  
94

95           **WHEREAS**, the Administration intends to issue one or more series of its Local  
96 Government Infrastructure Bonds, which such Local Government Infrastructure Bonds may be  
97 issued through one or more issues over each of the next five years, to finance the Loans and other  
98 loans to be financed pursuant to the Program.  
99

100           **NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL**  
101 **OF HAVRE DE GRACE:**

102           **Section 1. Authorization, Terms, Form of Bonds.**

103           (a)     The Mayor and City Council of Havre de Grace (the “Issuer”) shall borrow upon  
104 its full faith and credit and shall issue and sell upon its full faith and credit an aggregate principal  
105 amount not to exceed Fifteen Million Dollars (\$15,000,000.00) of its general obligation bonds, to  
106 be issued pursuant to the authority of Sections 4-101 through 4-255 of the Housing and Community  
107 Development Article of the Annotated Code of Maryland, as amended (the “Act”) and Section 39  
108 of the Charter, to be known as the “Mayor and City Council of Havre de Grace Infrastructure  
109 Bonds, 20\_\_ Series \_\_”, as such designation may be modified by the Administration (defined  
110 below) to reflect the appropriate year and Series designation prior to issuance (the “Bonds”), which  
111 such Bonds may be issued in one or more series and through one or more issues over each of the  
112 next five years. For the avoidance of doubt, Bonds authorized pursuant to this Ordinance may be  
113 issued from time to time at any time on or prior to December 31, 2024. The proceeds from the  
114 sale of the Bonds shall be used for the purpose of (i) providing all or a portion of the funds  
115 necessary for financing and/or refinancing of the costs of certain capital improvements to the water  
116 and wastewater systems of the City of Havre de Grace (the “City”) including, but not limited to,  
117 replacing the centrifuge system at the Water Treatment Plant Solids Handling Facility; replacing  
118 and repairing intake lines to the Water Treatment Plant; extending and replacing water main lines  
119 at various locations throughout the City; replacing and extending sewage lines and replacing valves  
120 throughout the City; adding an emergency sewage inflow storage tank at the Wastewater  
121 Treatment Plant; repairing and upgrading the main pumping station adjacent to the National Guard;  
122 repairing the water storage tower located at Lapidum Road; rehabilitating the Bulle Rock Water  
123 Tower and such other projects necessary or incidental thereto (collectively, the “Project”),  
124 (ii) funding a portion of a capital reserve fund and (iii) paying issuance and other costs related to  
125 the Bonds.  
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129 (b) The Bonds shall be issued as one or more fully registered bond certificate(s) in the  
130 aggregate principal amount not to exceed Fifteen Million Dollars (\$15,000,000.00) payable to the  
131 Community Development Administration (the "Administration") as the registered owner thereof.  
132 The Bonds shall be issued in such amount or such lesser amount as determined by the Mayor of  
133 the Issuer (the "Mayor") pursuant to subsection (g) below, which shall be equal to the principal  
134 amount of the Loans to the Issuer from the Administration under the Local Government  
135 Infrastructure Financing Program of the Administration (the "Program").  
136

137 (c) Each series of the Bonds shall be dated as of the date of issue, or as of such other  
138 date as is specified by the Administration; shall be numbered from R-1 upward or as otherwise  
139 required by the Administration; shall be initially registered in the name of the Administration or  
140 its designee; shall bear interest from the date of issuance of the corresponding Local Government  
141 Infrastructure Bonds issued by the Administration (the "Administration's Bonds"), payable  
142 semiannually on April 1 and October 1, at such annual rate or rates and be payable in annual  
143 principal installments at the designated office of the Administration.  
144

145 (d) The Bonds shall bear interest at an aggregate rate or rates of interest for a total  
146 interest cost (expressed as a yield) not to exceed four percent (4.00%), the actual rate or rates of  
147 interest to be borne by the Bonds to be determined and established by the Mayor acting pursuant  
148 to Section 1(g) of this Ordinance.  
149

150 (e) The Bonds shall be in substantially the form set forth on Exhibit A attached hereto  
151 and made a part hereof, which form, together with all of the covenants and conditions therein  
152 contained, is hereby adopted by the Issuer as and for the form of obligation to be incurred by the  
153 Issuer and such covenants and conditions are hereby made binding upon the Issuer, including the  
154 promise to pay therein contained.  
155

156 (f) The Bonds are to be issued in connection with the Program (i) to finance and/or  
157 refinance all or a portion of the Project, (ii) to fund a portion of a capital reserve fund and (iii) to  
158 pay issuance and other related costs of the Bonds. Under the Program, the Issuer will enter into  
159 one or more Repayment Agreements and one or more Pledge Agreements with the Administration  
160 (respectively, the "Repayment Agreements" and the "Pledge Agreements"). The Issuer also will  
161 execute and deliver in connection with the issuance of the Bonds and the Program any additional  
162 documents, agreements, instruments and certificates requested by the Administration (which,  
163 together with the Repayment Agreements and the Pledge Agreements are herein referred to as the  
164 "Program Documents"). The Program Documents shall be in such form and shall contain such  
165 terms and conditions as shall be approved by the Mayor and be acceptable to the Administration.  
166

167 (g) Because this Ordinance is being adopted before the details have been finalized for  
168 the financing pursuant to which the Administration will issue the Administration's Bonds (the  
169 "Administration Financing") that will fund the Loans to the Issuer under the Program, the Mayor  
170 is hereby authorized to make such changes to the amount and form of the Bonds, including  
171 insertions therein or additions or deletions thereto, as may be necessary or appropriate to conform  
172 the terms of the Bonds to the terms of the financing to be provided to the Issuer under the Program.  
173 Without limiting the foregoing, it is presently contemplated that the Loans will be in an amount  
174 not to exceed \$15,000,000.00 in aggregate principal amount hereby authorized, subject to final



175 approval by the Administration; accordingly, the Mayor is specifically authorized: (i) to make  
 176 changes to the aggregate principal amount of the Bonds in order to reflect the final aggregate  
 177 principal amount of the Loans not to exceed \$15,000,000.00 as approved by the Administration  
 178 and accepted by the Issuer and (ii) to authorize and approve an interest rate or rates and payment  
 179 schedule(s) reflecting the principal and interest payments with respect to the Bonds but not to  
 180 exceed the maximum total interest cost to be borne by the Bonds as set forth in subsection (d)  
 181 above.

182  
 183 (h) This borrowing shall be exempt from the provisions of Sections 19-205 and 19-206  
 184 of the Local Government Article of the Annotated Code of Maryland, as amended.

185  
 186 (i) This borrowing is in conformance with and does not exceed any and all applicable  
 187 debt limitations under the Charter.

188  
 189 **Section 2. Execution.** The Bonds shall be executed on behalf of the Issuer by the manual  
 190 or facsimile signature of the Mayor and the seal of the Issuer shall be affixed thereto or reproduced  
 191 thereon and attested by the manual signature of the Director of Administration of the Issuer (the  
 192 "Director of Administration"). The Program Documents shall be executed on behalf of the Issuer  
 193 by the Mayor and attested by the Director of Administration. In the event any official whose  
 194 signature appears on any of the Bonds or the Program Documents shall cease to be an official prior  
 195 to the delivery of the Bonds or the Program Documents, or, in the event any official whose  
 196 signature appears on any of the Bonds or the Program Documents becomes an official or officer  
 197 after the date of the issue, the Bonds and the Program Documents shall nevertheless be valid and  
 198 binding obligations of the Issuer in accordance with their terms. The Mayor of the Issuer is hereby  
 199 authorized, empowered and directed to complete the applicable form of the Bonds and to make  
 200 modifications, deletions, corrections or other changes thereto in any manner which the Mayor shall  
 201 deem necessary or appropriate to complete the issuance and sale of the Bonds, as will not alter the  
 202 substance thereof. The Mayor is hereby authorized, empowered and directed to complete the  
 203 applicable form of the Program Documents and to make modifications, deletions, corrections or  
 204 other changes thereto in any manner which such official, in the discretion of such official, shall  
 205 deem necessary or appropriate to complete the execution and delivery of the Program Documents  
 206 in accordance with the provisions of this Ordinance, as will not alter the substance thereof. The  
 207 execution and delivery of the Bonds and the Program Documents by the Mayor shall be conclusive  
 208 evidence of such official's approval of the form and substance thereof.

209  
 210 **Section 3. Registration of Bonds.** The Director of Administration shall act as registrar  
 211 for the Bonds and shall maintain registration books for the registration and registration of transfer  
 212 of the Bonds. No security or bond shall be required of the Director of Administration in the  
 213 performance of the duties of registrar for the Bonds.

214  
 215 The Issuer may deem and treat the person in whose name any Bond shall be registered  
 216 upon the books of the Issuer as the absolute owner of such Bond, whether such Bond shall be  
 217 overdue or not, for the purpose of receiving payment of, or on account of, the principal of,  
 218 premium, if any, and interest on such Bond and for all other purposes.

219

220           **Section 4. Prepayment.** The Bonds are being issued in connection with the Program and  
 221 will secure payment of the Administration's Bonds, which are being issued by the Administration  
 222 to provide funds to purchase the Bonds from the Issuer, among other purposes. The Repayment  
 223 Agreements limit the right of the Issuer to prepay the Bonds in accordance with restrictions upon  
 224 the right of the Administration to redeem the Administration's Bonds. Accordingly, the Issuer  
 225 may prepay the Bonds only in accordance with the provisions of the Repayment Agreements and  
 226 the terms governing prepayments as set forth in the Bonds.

227  
 228           **Section 5. Replacement of Mutilated, Lost, Stolen, or Destroyed Bonds.** In case any  
 229 Bond (a "Bond" being, for purposes of this Section, any one of the Bonds) shall become mutilated  
 230 or be destroyed, lost or stolen, the Issuer may cause to be executed and delivered a new Bond of  
 231 like date and tenor and bearing the same or a different number, in exchange and substitution for  
 232 each Bond mutilated, destroyed, lost or stolen, upon the owner paying the reasonable expenses and  
 233 charges of the Issuer in connection therewith and, in the case of any Bond being destroyed, lost or  
 234 stolen, upon the owner filing with the Issuer evidence satisfactory to it that such Bond was  
 235 destroyed, lost or stolen, and furnishing the Issuer with indemnity satisfactory to it. Any Bond so  
 236 issued in substitution for a Bond so mutilated, destroyed, lost or stolen: (i) may be typewritten,  
 237 printed or otherwise reproduced in a manner acceptable to the Administration, and (ii) shall  
 238 constitute an original contractual obligation on the part of the Issuer under this Ordinance whether  
 239 or not the Bond in exchange for which said new Bond is issued shall at any later date be presented  
 240 for payment and such payment shall be enforceable by anyone, and any such new Bond shall be  
 241 equally and proportionately entitled to the benefits of this Ordinance with all other like Bonds, in  
 242 the manner and to the extent provided herein.

243  
 244           **Section 6. Use of Proceeds.** The proceeds of the Bonds shall be held and invested by the  
 245 Administration in its sole discretion and shall be:

246  
 247           (a) Administered and disbursed by the Administration pursuant to the Repayment  
 248 Agreements. The proceeds of the Bonds shall be used, when and as required, to pay Development  
 249 Costs (as defined in the Repayment Agreements).

250  
 251           (b) After the Project has been completed and all Development Costs in connection  
 252 therewith have been paid, any balance of the proceeds of the sale of the Bonds held by the  
 253 Administration under the Repayment Agreements may be applied to the next maturing principal  
 254 installment, payment of interest on the Bonds or prepayment of the Bonds, as permitted by the  
 255 Administration.

256  
 257           **Section 7. Covenants.** The Issuer covenants with the Administration, for the benefit of  
 258 the Administration and the owners from time to time of the Bonds, that so long as the Bonds or  
 259 installments of principal thereunder shall remain outstanding and unpaid:

260  
 261           (a) The Issuer will duly and punctually pay, or cause to be paid, to the Administration  
 262 the principal of the Bonds, premium (if any) and interest accruing thereon, at the dates and places  
 263 and in the manner mentioned in the Bonds from unlimited ad valorem taxes in the event that  
 264 available funds are inadequate to make such payment.

265

266 (b) The Issuer covenants that so long as any of the Bonds are outstanding and not paid,  
 267 unless other funds are available for payment of principal of, premium, if any, and interest on the  
 268 Bonds, it shall levy annually, in the manner prescribed by law, a tax on all real and tangible  
 269 personal property within its corporate limits subject to assessment for unlimited taxation, ad  
 270 valorem taxes in rate and amount sufficient to provide for the payment of the principal of and  
 271 interest on the Bonds as the same become due and payable; and in the event that the revenues  
 272 available from the taxes so levied in any fiscal year shall prove inadequate for the above purposes,  
 273 the Issuer shall levy additional taxes in the succeeding fiscal year to make up such deficiency; and  
 274 the full faith and credit and the unlimited taxing power of the Issuer are hereby irrevocably pledged  
 275 to the punctual payment of the principal of and interest on the Bonds as the same become due.  
 276

277 (c) The Issuer will promptly provide to the Administration (or to any person designated  
 278 by the Administration) all financial information and operating data concerning the Issuer as may  
 279 be required by the Administration in its discretion in order to comply with the requirements of  
 280 Rule 15c2-12 of the United States Securities and Exchange Commission, as in effect from time to  
 281 time, applicable to the Administration's Bonds.  
 282

283 **Section 8. Ordinance a Contract.** The provisions of this Ordinance shall constitute a  
 284 contract with the purchasers and owners from time to time of the Bonds, and this Ordinance shall  
 285 not be repealed, modified or altered in any manner materially adverse to the Administration and/or  
 286 the interests of such purchasers or owners while the Bonds or any portion thereof remain  
 287 outstanding and unpaid without the consent of the owners of the Bonds and the Administration.  
 288

289 **Section 9. Pledge of Local Government Payments.** As contemplated and authorized by  
 290 Section 4-229(b) of the Act, the Issuer hereby pledges, assigns and grants a lien and a security  
 291 interest to the Administration, its successors in trust and assigns, in all right title and interest of the  
 292 Issuer in and to the Local Government Payments (as defined in the Pledge Agreements), now or  
 293 hereafter acquired, (i) to secure payment of the principal of, premium, if any, and interest on the  
 294 Bonds and any other Local Obligations (as defined in the Pledge Agreements) issued and to be  
 295 issued from time to time by the Issuer under the Program and (ii) to provide for deposits to the  
 296 capital reserve fund securing the Bonds the amount of the Issuer's portion of any deficiency in  
 297 such capital reserve fund as the Administration shall require, all as more fully set forth and  
 298 provided in the Pledge Agreements.  
 299

300 **Section 10. Purchase Price of Bonds.** The Bonds shall be sold for cash in accordance  
 301 with the terms and provisions of this Ordinance at par, or if discount is permitted by law, at such  
 302 discount as is agreed to by the Administration in accordance with the terms and provisions of this  
 303 Ordinance, and as authorized by Section 4-229(a) of the Act.  
 304

305 **Section 11. Sale of Bonds.** The Bonds shall be sold to the Administration under the  
 306 Program at private sale, as authorized by Section 4-229(a) of the Act.  
 307

308 **Section 12. Authority to Take Action; Publication and Public Hearing.**  
 309

310 (a) The officials, officers and employees of the Issuer are hereby authorized and  
 311 directed to do all acts and things required of them by the provisions of this Ordinance, for the full,

312 punctual and complete performance of all the terms, covenants and provisions of the Bonds, the  
 313 Program Documents and this Ordinance and to do and perform all acts and to execute, seal and  
 314 deliver all documents or instruments of writing which may be necessary or desirable to carry out  
 315 the full intent and purpose of this Ordinance and the Program Documents.

316  
 317 (b) As required by the Act, prior to the issuance of the Bonds, the Issuer shall publish  
 318 in a newspaper of general circulation in the jurisdiction of the Issuer a notice of the proposed  
 319 issuance of the Bonds, which notice shall include the proposed amount of the issue, the nature of  
 320 the project(s) to be financed or refinanced, the time and place of the public hearing, the name of  
 321 the person(s) and address of the place where written comments may be sent, and the Issuer shall  
 322 hold a public hearing on the proposed issuance of the Bonds. Such actions may be (or have been)  
 323 taken prior to or simultaneously with the adoption of this Ordinance.

324  
 325 (c) Pursuant to the requirements of Section 39 of the Charter, the assent of a majority  
 326 of the legal voters cast at a special election held for purposes of approving the incurrence of  
 327 indebtedness and the issuance of bonds was obtained on February 4, 2020, which special election  
 328 was held after providing at least twenty (20) days' prior public notice by advertisement in a  
 329 newspaper having general circulation in the City of Havre de Grace.

### 330 **Section 13. Tax Matters**

331  
 332  
 333 (a) The Mayor and the Director of Finance shall be the officers of the Issuer responsible  
 334 for the issuance of the Bonds within the meaning of the Arbitrage Regulations (defined herein).  
 335 The Mayor and the Director of Finance shall also be the officers of the Issuer responsible for the  
 336 execution and delivery (on the date of issuance of the Bonds) of one or more certificates of the  
 337 Issuer (the "Section 148 Certificate") which comply with the requirements of Section 148 of the  
 338 Internal Revenue Code of 1986, as amended ("Section 148"), and the applicable regulations  
 339 thereunder (the "Arbitrage Regulations"), and such official is hereby directed to execute the  
 340 Section 148 Certificate and to deliver the same to the Administration on the date of the issuance  
 341 of the Bonds. The Section 148 Certificate may be contained within any of the Program Documents  
 342 at the discretion of the Administration.

343  
 344 (b) The Issuer shall set forth in the Section 148 Certificate its reasonable expectations  
 345 as to relevant facts, estimates and circumstances relating to the use of the proceeds of the Bonds,  
 346 or of any monies, securities or other obligations to the credit of any account of the Issuer which  
 347 may be deemed to be proceeds of the Bonds pursuant to Section 148 or the Arbitrage Regulations  
 348 (collectively, "Bond Proceeds"). The Issuer covenants that the facts, estimates and circumstances  
 349 set forth in the Section 148 Certificate will be based on the Issuer's reasonable expectations on the  
 350 date of issuance of the Bonds and will be, to the best of the certifying official's knowledge, true  
 351 and correct as of that date.

352  
 353 (c) The Issuer covenants and agrees with each of the holders of any of the Bonds that  
 354 it will not make, or (to the extent that it exercises control or direction) permit to be made, any use  
 355 of the Bond Proceeds which would cause the Bonds to be "arbitrage bonds" within the meaning  
 356 of Section 148 and the regulations thereunder which are applicable to the Bonds on the date of  
 357 issuance of the Bonds and which may subsequently lawfully be made applicable to the Bonds.

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(d) The Issuer further covenants that it shall make such use of the proceeds of the Bonds, regulate the investment of the proceeds thereof, and take such other and further actions as may be required to maintain the excludability from gross income for federal income tax purposes of interest on the Bonds. All officials, officers, employees and agents of the Issuer are hereby authorized and directed to take such actions, and to provide such certifications of facts and estimates regarding the amount and use of the proceeds of the Bonds, as may be necessary or appropriate from time to time to comply with, or to evidence the Issuer's compliance with, the covenants set forth in this Section.

(e) The Mayor and the Director of Finance, on behalf of the Issuer, may make such covenants or agreements in connection with the issuance of Bonds issued hereunder as such officers shall deem advisable in order to assure the registered owners of such Bonds that interest thereon shall be and remain excludable from gross income for federal income tax purposes, and such covenants or agreements shall be binding on the Issuer so long as the observance by the Issuer or any such covenants or agreements is necessary in connection with the maintenance of the exclusion of the interest on such Bonds from gross income for federal income tax purposes. The foregoing covenants and agreements may include such covenants or agreements on behalf of the Issuer regarding compliance with the provisions of the Internal Revenue Code of 1986, as amended (the "Code"), as the Mayor and the Director of Finance shall deem advisable in order to assure the registered owners of such Bonds that the interest thereon shall be and remain excludable from gross income for federal income tax purposes, including (without limitation) covenants or agreements relating to the investment of the proceeds of such Bonds, the payment of rebate (or payments in lieu of rebate) to the United States, limitations on the times within which, and the purpose for which, such proceeds may be expended, or the use of specified procedures for accounting for and segregating such proceeds. Such officers may also make on behalf of the Issuer any elections, designations or determinations authorized or permitted by the Code or the Arbitrage Regulations.

**Section 14. Effective Date; Miscellaneous.** Pursuant to Section 4-232(c) of the Act, this Ordinance shall take effect from the date of its adoption, and it is the intent hereof that the laws of the State of Maryland shall govern its construction and the construction of the Bonds. Any copy of this Ordinance duly certified by the Director of Administration or the Director of Administration's successor in office shall constitute evidence of the contents and provisions hereof.

Signed by the Mayor and attested by the Director of Administration this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

ATTEST:

THE MAYOR AND CITY COUNCIL  
OF HAVRE DE GRACE, MARYLAND

\_\_\_\_\_  
Patrick D. Sypolt  
Director of Administration

\_\_\_\_\_  
William T. Martin  
Mayor

404  
405  
406 Introduced/First Reading: 06/01/2020  
407 Public Hearing: 06/15/2020  
408 Second Reading/Adopted:  
409  
410 Effective Date:

411  
412  
413

414 Legislative History

415 Ordinance No. \_\_\_\_\_, As Amended, enacted \_\_\_\_\_ [Date] \_\_\_\_\_  
416 Ordinance No. \_\_\_\_\_, As Amended, enacted \_\_\_\_\_ [Date] \_\_\_\_\_

417

First Reading

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[FORM OF BOND]

EXHIBIT A

**United States of America  
State of Maryland  
MAYOR AND CITY COUNCIL  
OF HAVRE DE GRACE  
Infrastructure Bond, 20\_\_ Series [\_\_]**

No. R-1 \$ \_\_\_\_\_ .00

The Mayor and City Council of Havre de Grace, a Municipal Corporation duly organized and existing under the Constitution and laws of the State of Maryland (the "Issuer"), hereby promises to pay to the

Maryland Community Development Administration

or its registered assigns, the principal amount of \_\_\_\_\_ Dollars (\$ \_\_\_\_\_ .00), plus interest on each unpaid principal installment at the rates per annum set forth under the column designated "Coupon" on Exhibit A attached hereto for each principal installment, in lawful money of the United States of America, as follows: (a) interest on the outstanding and unpaid principal of this Bond shall be due and payable in semiannual payments commencing on \_\_\_\_\_, 20\_\_, and continuing on the first day of [October] and [April] in each year thereafter until final maturity; (b) principal of this Bond shall be paid commencing on \_\_\_\_\_ and on [April] 1 in each year thereafter until final maturity in the aggregate amount of principal installments as set forth on Exhibit A. Payment of the principal hereof and the interest due hereon shall be made by check mailed to the address of the registered owner of this Bond as shown on the registration books maintained by the Issuer, or in such other manner and to such other address as the registered owner of this Bond may designate. If any payment of the principal of or interest on this Bond shall be due on a day other than a Business Day (defined herein), such payment shall be made on the next Business Day with like effect as if made on the originally scheduled date. A "Business Day" is any day other than a Saturday, Sunday or legal holiday in the State of Maryland observed as such by the Issuer.

In the event any payment hereon (whether principal, interest or both) is not paid when due and payable, such payment shall continue as an obligation of the Issuer and shall bear interest until paid at the rate or rates of interest borne by this Bond.

This Bond, designated as "Mayor and City Council of Havre de Grace Infrastructure Bond, 20\_\_ Series [\_\_]," is a general obligation of the Issuer, and has been duly issued by the Issuer for the purpose of (i) providing all or a portion of the funds necessary for financing or refinancing the following projects: certain capital improvements to the water and wastewater systems of the City of Havre de Grace (the "City") including, but not limited to, replacing the centrifuge system at the

464 Water Treatment Plant Solids Handling Facility; replacing and repairing intake lines to the Water  
465 Treatment Plant; extending and replacing water main lines at various locations throughout the  
466 City; replacing and extending sewage lines and replacing valves throughout the City; adding an  
467 emergency sewage inflow storage tank at the Wastewater Treatment Plant; repairing and  
468 upgrading the main pumping station adjacent to the National Guard; repairing the water storage  
469 tower located at Lapidum Road; rehabilitating the Bulle Rock Water Tower and such other projects  
470 necessary or incidental thereto, (ii) funding a portion of a capital reserve fund and (iii) paying  
471 issuance and other costs related to this Bond. Unless paid from other sources, the Issuer covenants  
472 that so long as any portion of this bond is outstanding and not paid, it shall levy annually, in the  
473 manner prescribed by law, ad valorem taxes on all real and tangible personal property within its  
474 corporate limits subject to assessment for unlimited taxation, in rate and amount sufficient to  
475 provide for the payment of the principal of and interest on this bond as the same become due and  
476 payable.  
477

478 This Bond is issued pursuant to the authority of Sections 4-101 through 4-255 of the  
479 Housing and Community Development Article of the Annotated Code of Maryland, as amended,  
480 Section 39 of the Charter of the Issuer, and Ordinance \_\_\_ of the Issuer adopted on \_\_\_\_\_,  
481 20\_\_ (the "Ordinance"). The full faith and credit of the Issuer are hereby irrevocably pledged to  
482 the payment of the principal of this Bond and the interest to accrue hereon.  
483

484 This Bond is issued in connection with the Local Government Infrastructure Financing  
485 Program of the Community Development Administration, a unit in the Division of Development  
486 Finance of the Department of Housing and Community Development, a principal department of  
487 the government of the State of Maryland (the "Administration"). This Bond is subject to the terms  
488 and conditions of the Repayment Agreement dated as of \_\_\_\_\_, between the Issuer and the  
489 Administration (the "Repayment Agreement").  
490

491 This Bond is not subject to prepayment by the Issuer prior to [June] 1, 20\_\_\_. On or after  
492 \_\_\_\_\_, this Bond is subject to prepayment by the Issuer at the prepayment prices,  
493 expressed as a percentage of the principal amount to be prepaid, plus accrued interest, if any, to  
494 the prepayment date, on the principal amount thereof, and during the periods (both dates inclusive)  
495 listed below:

Period	Price
_____ through _____	%
_____ through _____	
_____ and thereafter	

503 Notice of prepayment shall be given, the date of prepayment determined, and all  
504 prepayments of this Bond shall be applied in accordance with the provision of the Repayment  
505 Agreement.  
506

507 The Issuer may treat the person in whose name this Bond is registered as the absolute owner  
508 hereof, whether or not this Bond shall be overdue, for the purpose of receiving payment thereof  
509 and for all other purposes whatsoever, and shall not be affected by any notice to the contrary,  
510 except as provided below.



511  
512 This Bond is assignable and upon such assignment the assignor shall promptly notify the  
513 Issuer by certified mail, and the assignee shall surrender this Bond to the Issuer for transfer on the  
514 registration records and verification of the portion of the principal amount hereof and interest  
515 hereon paid or unpaid, and every such assignee shall take this Bond subject to such condition. In  
516 connection with any transfer of this Bond, the Issuer may make a charge sufficient to reimburse it  
517 for any tax, or other governmental charge required to be paid with respect to such transfer and any  
518 reasonable fees or expenses of the Issuer incurred in connection with such transfer.  
519

520 Principal of this Bond is paid in annual installments and this Bond is subject to partial  
521 redemption without any notation of such payment being made on this Bond or the surrender of this  
522 Bond for cancellation and the issuance of a new bond or bonds in the amount of the unpaid  
523 principal hereof. Accordingly, the outstanding principal of this Bond may be less than the stated  
524 face amount hereof and any purchaser or transferee of this Bond should contact the Issuer and the  
525 prior owner of this Bond to ascertain the outstanding face amount hereof.  
526

527 As declared by Section 4-231(c) of the Housing and Community Development Article of  
528 the Annotated Code of Maryland, as amended, this Bond shall have and possess all the attributes  
529 of negotiable instruments as provided in Section 19-224 of the Local Government Article of the  
530 Annotated Code of Maryland, as amended. This Bond is issued with the intent that the laws of the  
531 State of Maryland shall govern its construction.  
532

533 No recourse shall be had for the payment of the principal of, the interest on, or for any  
534 claim based hereon or on the Ordinance against any elected or appointed official or employee,  
535 past, present or future of the Issuer or any agency thereof; and any such recourse, claim or liability  
536 is expressly waived by acceptance by the owner of the delivery of this Bond.  
537

538 It is hereby certified and recited that each and every act, condition and thing required to  
539 exist, to be done, to have happened and to be performed precedent to and in the issuance of this  
540 Bond does exist, has been done, has happened and has been performed in full and strict compliance  
541 with the Constitution and laws of the State of Maryland, the Charter of the Issuer and the  
542 proceedings of the Issuer.  
543

544 IN WITNESS WHEREOF, the Mayor and City Council of Havre de Grace has caused this  
545 bond to be signed in its name by the manual or facsimile signature of its Mayor, its corporate seal  
546 to be affixed hereto and attested by the manual signature of the Director of Administration, as of  
547 \_\_\_\_\_, 20\_\_.

548  
549 ATTEST:  
550  
551  
552 \_\_\_\_\_  
553 Name:  
554 Title: Director of Administration  
555

MAYOR AND CITY COUNCIL  
OF HAVRE DE GRACE  
  
By: \_\_\_\_\_  
Name:  
Title: Mayor

556 [SEAL]

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BOND PAYMENT SCHEDULE

[Use the following paragraph (with necessary modifications) to clarify the amount to be paid under the schedule prepared by the Financial Advisor.]

[Repayment Schedule to be Inserted.]

First Reading

Each installment of Principal and Interest or Interest alone shall be the aggregate of amounts set forth in this Exhibit A for the date of such payment as shown under the heading designated "Debt Service."