



CITY OF TANEYTOWN, MARYLAND

FISCAL YEAR 2018-2019

Ordinance No. 01-2018

OPERATING BUDGET

For the Period beginning July 1, 2018 through June 30, 2019

Mayor, James L. McCarron

Mayor Pro Tem, Diane A. Foster

Councilman, Donald C. Frazier

Councilman, Judith Fuller

Councilman, Joseph A. Vigliotti

Councilman, Bradley J. Wantz

City Manager, Henry C. Heine Jr.

Treasurer, Barri R. Avallone

City of Taneytown
DRAFT - Ordinance No. 01-2018
Fiscal Year 2019 Budget Assumptions
for the period July 1, 2018 to June 30, 2019
Ordinance No. 01-2018 introduced 04/09/18 and passed 05/14/18

Revenue

General Fund (GF)

- Current Tax Rate 0.37 Cents unchanged from last year – **NOT** exempt from constant yield tax rate provision, potential increase over FY18 budget of \$75,561
- County Tax Differential is a projected net increase of \$2,666 (FY18 \$348,522 vs FY17 \$348,418) Finalized amounts after County Budget adopted.
- HUR Grant included of \$76,139 and One-Time Capital Grant of \$163,023, net increase of \$27,035 | Department requesting the \$76,139 be placed in reserves for up to 10 years for Future DPW Capital Projects
- State Police Protection Grant included \$103,257, net increase of \$0
- Police Reimbursement Grants includes for Overtime patrols \$5,500, net decrease of \$500

Utility Fund (UF)

- Water Rates have not changed.
- Sewer Rates have not changed

Budgeted Use of Fund Balance

- \$387,000 GF Open Space Park Account - for Capital Outlay, not spent FY18, carried forward for Gazebo and Bollinger Park
- \$638,179 – GF Balance - General Operating Expenses \$19,372 less than Revenue, do not require Fund Balance. Required for \$116,998 Debt Service Principal; \$70,000 Capital Police Vehicles, and \$470,553 Capital Stormwater project.

Expenses

• **Salary Notes**

• **Re-allocation of Salary & Fringe benefits between General Fund and Utility Fund**

- Includes Addition of new IT position
- Includes 2.4% COLA for all staff
- City Manager will remain split 50% to GF and 50% to UF
- Treasurer will remain split 90% to GF and 10% to UF
- W/S Billing Division employees (2) will remain split 10% to GF and 90% to UF
- IT will have split of 80% to GF and 20% to UF (previously 100% GF)
- Four employees in the Public Works Department will have split of 75% to GF and 25% to UF (previously allocated 50% to GF and 50% UF)

• **Maryland State Retirement - Employer Contribution Rates**

- Employee Pension System increases to 7.89% from 7.45% of Salaries - net increase of \$ 13,468 (19.61%) over FY18 Budget
- Law Enforcement Officers' Pension System increased to 31.43% from 30.75% of Salaries - increase of \$3,678 (1.85%) over FY18 budget

• **Maryland State Retirement Administrative Fees Increase - 11%**

- Yearly fees increased to \$205/person from \$181, net increase of \$991 for 41

• **Health Insurance Increase - 4.8%**

- Based Insurance budget on our current carrier AETNA, new rates are unavailable at this time approximate yearly cost to City is \$239,633 for Health, Dental, Vision, Life, HRA Fees, and Cobra Admin Fees
- Deductible Health Liability to the City is \$347,200 (\$5,600 individual / \$11,200 family)
- but we only budgeted \$194,432 which is 56% of total liability based on employees current usage

City of Taneytown
DRAFT - Ordinance No.
 Fiscal Year 2019
 for the period July 1, 2018 to June 30, 2019
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Summary

General Fund				Utility Fund			
Revenue	FY18 - Revised	FY19 - Draft	(FY19 - FY18)	Revenue	FY18 - Revised	FY19 - Draft	(FY19 - FY18)
Local & State Tax	2,848,978	2,964,088	115,110	Water Service Fee	841,000	841,000	0
County	444,318	450,420	6,102	Water Restoration Fees	4,000	4,000	0
Finance Office	200	200	0	Water Late Payments & Other	39,000	39,000	0
IT Dept	0	0	0	Water Standpipe Rental	111,941	111,941	0
Clerk	32	32	0	EnerNoc Capacity Payment	4,495	4,495	0
Zoning & Code Enforcement	18,100	18,100	0	Interest Income	30,000	30,000	0
City Hall - Robers Mill / Headstart	600	600	0	Sewer Service Fee	1,651,840	1,651,840	0
Police	133,957	133,957	0				
Streets	242,127	239,162	(2,965)	Budgeted Use of Fund Balance	39,400	0	(39,400)
Parks & Recreation	9,547	9,547	0				
Local	19,425	26,425	7,000				
Open Space Impact Fee - Fund Balance Use (Parks)	250,000	387,000	137,000				
Budgeted Use of Fund Balance	601,522	638,179	36,657				
Total Revenue - General Fund	\$ 4,568,806	\$ 4,867,710	\$ 298,904	Total Revenue - Utility Fund	\$ 2,721,676	\$ 2,682,276	\$ (39,400)
Expenditures				Expenditures			
Mayor & Council	96,275	72,038	(24,237)	Water	756,813	775,968	19,155
Finance Dept	142,171	146,233	4,062	Sewer	1,111,838	1,180,484	68,646
City Manager	79,142	92,409	13,267	Debt Service (Principal - Water)	254,721	261,024	6,303
IT Dept	115,309	146,683	31,374	Debt Service (Principal - Sewer)	438,304	448,355	10,051
Clerks Office	79,042	83,357	4,315	Capital Outlay (Water)	0	0	0
Zoning & Code Enforcement	102,607	140,429	37,822	Capital Outlay (Sewer)	160,000	0	(160,000)
Economic Development	142,954	145,012	2,058				
City Hall	159,180	158,858	(322)				
Annex	11,200	7,675	(3,525)				
Roberts Mill Facility (Head Start)	6,560	10,800	4,240				
Public Safety	1,607,501	1,621,765	14,264				
Streets	1,002,796	937,327	(65,469)				
Storm Water Mgmt	0	0	0				
Parks & Recreation	255,621	260,574	4,953				
Debt Service (Principal)	114,539	116,998	2,459				
Capital Outlay (IT)	32,000	0	(32,000)				
Capital Outlay (Police)	36,283	70,000	33,717				
Capital Outlay (Storm Water RM)	335,627	470,553	134,926				
Capital Outlay (Parks)	250,000	387,000	137,000				
Total Expenditures - General Fund	\$ 4,568,807	\$ 4,867,710	\$ 298,903	Total Expenditures - Utility Fund	\$ 2,721,676	\$ 2,665,832	\$ (55,844)
Net Revenue Over Expenditures - General Fund	\$ (1)	\$ 0	\$ 1	Net Revenue Over Expenditures - Utility Fund	\$ -	\$ 16,445	\$ 16,445

City of Taneytown
DRAFT Budget - Ordinance No. 01-2018

Fiscal Year 2019
for the period July 1, 2018 to June 30, 2019

Ordinance No. 01-2018 introduced 04/09/18 and passed 05/14/18

Summary

General Fund		Utility Fund	
Revenue		Revenue	
Local & State Tax	2,964,088	Water Service Fee	841,000
County	450,420	Water Restoration Fees	4,000
Finance Office	200	Water Late Payments & Other	39,000
Clerk	32	Water Standpipe Rental	111,941
Zoning & Code Enforcement	18,100	EnerNoc Capacity Payment	4,495
City Hall - Robers Mill / Headstart	600	Interest Income	30,000
Police	133,957	Sewer Service Fee	1,651,840
Streets	239,162	Budgeted Use of Fund Balance	0
Parks & Recreation	9,547	Total Revenue - Utility Fund	<u>\$ 2,682,276</u>
Local	26,425	Expenditures	Water
Park Impact Fees - Fund Balance Use	387,000	Sewer	775,968
Budgeted Use of Fund Balance	638,179	Debt Service (Principal - Water)	1,180,484
Total Revenue - General Fund	<u>\$ 4,867,710</u>	Debt Service (Principal - Sewer)	448,355
Expenditures	Mayor & Council	Capital Outlay (Water)	0
Mayor & Council	72,038	Capital Outlay (Sewer)	0
Finance Dept	146,233	Total Expenditures - Utility Fund	<u>\$ 2,665,832</u>
City Manager	92,409	Net Revenue Over Expenditures -	General Fund
IT Dept	146,683	\$	0
Clerks Office	83,357	Net Revenue Over Expenditures -	Utility Fund
Zoning & Code Enforcement	140,429	\$	16,445
Economic Development	145,012	Annex	7,675
City Hall	158,858	Roberts Mill Facility (Head Start)	10,800
Annex	7,675	Public Safety	1,621,765
Roberts Mill Facility (Head Start)	10,800	Streets	937,327
Public Safety	1,621,765	Storm Water Mgmt	0
Streets	937,327	Parks & Recreation	260,574
Storm Water Mgmt	0	Debt Service (Principal)	116,998
Parks & Recreation	260,574	Capital Outlay (IT)	0
Debt Service (Principal)	116,998	Capital Outlay (Police)	70,000
Capital Outlay (IT)	0	Capital Outlay (Street) RM Stormwater	470,553
Capital Outlay (Police)	70,000	Capital Outlay (Parks)	387,000
Capital Outlay (Street) RM Stormwater	470,553	Total Expenditures - General Fund	<u>\$ 4,867,710</u>
Capital Outlay (Parks)	387,000	Net Revenue Over Expenditures -	General Fund
Total Expenditures - General Fund	<u>\$ 4,867,710</u>	\$	0
Net Revenue Over Expenditures -	General Fund	Net Revenue Over Expenditures -	Utility Fund
\$	0	\$	16,445

City of Taneytown
Operating & Capital for General Fund & Utility Fund
Quick Summary - FY19 Budget - DRAFT

General Fund													
Department	Department Name	FY19 Revenues Operating Budget	FY19 Expenditure Operating Budget Request	FY19 Net Revenue Over Expenditures (Operating)	FY19 Revenues Capital Budget	FY19 Expenditure Capital Equipment Request (\$5K plus)	FY19 Expenditure Capital Project Request (Buildings, Infrastructure, & Improvements)	FY19 Capital Reserves - for future use	FY19 Expenditure Capital Principle Debt Payments	FY19 Total Capital Expenditures	FY19 Net Revenue Over Expenditures (Capital)	FY19 Net Revenue Over Expenditures (Budget - Capital)	FTE (Full-time equivalents based on 2,080 hours) Employees by Department
70-700	Local Tax Revenue	2,406,888	0	2,406,888		0	0	0	0	0	0	0	
70-710	State Tax Revenue	557,200	0	557,200		0	0	0	0	0	0	0	
80-800	County Revenue	450,420	0	450,420		0	0	0	0	0	0	0	
90-700	Local Revenue	26,425	0	26,425		0	0	0	0	0	0	0	
10-100	Mayor & Council	0	72,038	(72,038)	0	0	0	0	0	0	0	0	6.00
10-105	Finance	200	146,233	(146,033)	0	0	0	0	0	0	0	0	1.90
10-110	City Manager	0	92,409	(92,409)	0	0	0	0	0	0	0	0	0.70
10-115	IT	0	146,683	(146,683)	0	0	0	0	0	0	0	0	1.60
10-120	Clerk	32	83,357	(83,325)	0	0	0	0	0	0	0	0	1.00
20-200	Zoning	18,100	121,394	(103,294)	0	0	0	0	0	0	0	0	1.00
20-202	Planning & Zoning Commission	0	8,310	(8,310)	0	0	0	0	0	0	0	0	0.00
20-210	Code Enforcement	0	10,725	(10,725)	0	0	0	0	0	0	0	0	0.00
30-300	Economic Development	0	145,012	(145,012)	0	0	0	0	0	0	0	0	1.00
40-400	City Hall	0	158,858	(158,858)	0	0	0	0	116,998	116,998	(116,998)	116,998	0.00
40-420	Annex	0	7,675	(7,675)	0	0	0	0	0	0	0	0	0.00
40-430	Head Start	600	10,800	(10,200)	0	0	0	0	0	0	0	0	0.00
50-500	Police	133,957	1,576,438	(1,442,481)	0	70,000	0	0	0	70,000	(70,000)	140,000	14.00
50-510	Police Secretary	0	36,927	(36,927)	0	0	0	0	0	0	0	0	1.00
50-520	Crossing Guard	0	8,400	(8,400)	0	0	0	0	0	0	0	0	0.23
60-600	Streets	239,162	937,327	(698,165)	239,162	0	470,553	0	0	470,553	(231,391)	231,391	2.50
60-605	Storm Water	0	0	0	0	0	0	0	0	0	0	0	0.00
60-610	Parks	9,547	260,574	(251,027)	387,000	0	387,000	0	0	387,000	0	0	2.10
99-999	Fund Balance	638,179	0	638,179	0	0	0	0	0	0	0	0	
Total GF		4,480,710	3,823,159	657,551	626,162	70,000	857,553	0	116,998	1,044,551	(418,389)	239,162	33.03
Utility Fund													
Department	Department Name	FY19 Revenues Operating Budget	FY19 Expenditure Operating Budget Request	FY19 Net Revenue Over Expenditures (Operating)	FY19 Revenues Capital Budget	FY19 Expenditure Capital Equipment Request (\$5K plus)	FY19 Expenditure Capital Project Request (Buildings, Infrastructure, & Improvements)	FY19 Capital Reserves - for future use	FY19 Expenditure Capital Principle Debt Payments	FY19 Total Capital Expenditures	FY19 Net Revenue Over Expenditures (Capital)	FY19 Net Revenue Over Expenditures (Budget - Capital)	FTE (Full-time equivalents based on 2,080 hours) Employees by Department
60-620	Water	1,030,436	775,968	254,468		0	0	0	261,024	261,024	(261,024)	261,024	5.32
60-630	Sewer	1,651,840	1,180,484	471,356		0	0	0	448,355	448,355	(448,355)	448,355	5.68
99-999	Fund Balance	0	0	0	0	0	0	0	0	0	0	0	
Total UF		2,682,276	1,956,452	725,824	0	0	0	0	709,379	709,379	(709,379)	16,445	11.00
Total UF & GF		7,162,987	5,779,612	1,383,375	626,162	70,000	857,553	0	826,377	1,753,930	(1,127,768)	255,607	44.03

**City of Taneytown
General Fund**

DRAFT - Ordinance No.

Fiscal Year 2019

for the period July 1, 2018 to June 30, 2019

Ordinance No. introduced April 9,2018 and passed May 14,2018

000 - Non Applicable

1 - General Fund

DRAFT

(In Whole Numbers)

	GL Code	FY 2018 Current Year Actual at 12/31/2017	FY 2018 Total Budget	FY 2019 Budget Request
Operating Revenue				
City Hall	40			
City Hall	400			
Miscellaneous Reimbursement	4390	6	0	0
Total City Hall		6	0	0
Public Works	60			
Streets	600			
Miscellaneous Reimbursement	4390	0	0	0
Total Streets		0	0	0
Tax Revenue	70			
Local Revenue	700			
Real Estate Taxes Current Yr.	4002	1,082,033	2,139,878	2,254,988
Corporate Business Tax	4005	114,703	139,100	139,100
Tax Penalty/Interest	4010	14,170	12,800	12,800
Total Local Revenue		1,210,906	2,291,778	2,406,888
State Tax Revenue	710			
State Admission Tax	4100	3,439	4,700	4,700
State Income Tax	4110	251,994	552,500	552,500
Total State Tax Revenue		255,433	557,200	557,200
Total Tax Revenue		1,466,339	2,848,978	2,964,088
County Revenue	80			
County Revenue	800			
Beer & Wine	4200	0	2,700	2,700
Traders License	4205	478	12,900	12,900
Cable TV Franchise	4210	47,704	78,100	78,100
Financial Corporations	4215	0	1,282	1,282
Building Permits	4220	4,425	2,200	2,200
Road Levy	4225	4,716	4,716	4,716
Tax Differential	4230	343,702	342,420	348,522
Total County Revenue		401,025	444,318	450,420
Total County Revenue		401,025	444,318	450,420
Local Revenue	90			
Finance	105			
Solicitors License	4315	75	200	200
Total Finance Office		75	200	200

**City of Taneytown
General Fund**

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1 - General Fund

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(In Whole Numbers)

	GL Code	FY 2018 Current Year Actual at 12/31/2017	FY 2018 Total Budget	FY 2019 Budget Request
Clerk	120			
Miscellaneous	4385	6	32	32
Total Clerk Dept		6	32	32
Zoning	200			
Zoning Fees	4335	1,010	2,600	2,600
Non-Refundable Developer Fees	4347	2,500	2,500	2,500
Total Zoning		3,510	5,100	5,100
Code Enforcement	210			
Appeals Board Fees	4350	0	0	0
Code Enforcement Fines	4370	13,041	13,000	13,000
Total Code Enforcement		13,041	13,000	13,000
City Hall - Roberts Mill / Headstart	430			
Rental Income	4313	300	600	600
Total City Hall - Roberts Mill / Headstart		300	600	600
Police	500			
State Police Protection	4105	49,531	103,257	103,257
Public Safety Impact Fee	4325	1,200	0	0
Police Reports/Towing	4355	3,495	8,500	8,500
Public Parking Facility	4360	2,365	6,500	6,500
Parking Fines/Forfeits	4365	2,890	7,700	7,700
Police Reimbursement	4380	2,712	5,000	5,000
Auction Proceeds	4384	0	3,000	3,000
Donations	4396	0	0	0
Total Police		62,193	133,957	133,957
Streets	600			
State Highway User (HUR)	4114	177,848	212,127	239,162
Block Party Fees	4326	100	0	0
Total Streets		177,948	212,127	239,162
Parks & Recreation	610			
Park Fees	4300	3,590	7,900	7,900
Rental Income	4313	0	1,600	1,600
Open Space Impact Fee (Parks)	4330	18,000	0	0
Interest Income - Savings	4605	19	47	47
Total Parks & Recreation		21,609	9,547	9,547

**City of Taneytown
General Fund**

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Fiscal Year 2019

for the period July 1, 2018 to June 30, 2019

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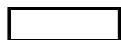
000 - Non Applicable

1 - General Fund

DRAFT

(In Whole Numbers)

	GL Code	FY 2018 Current Year Actual at 12/31/2017	FY 2018 Total Budget	FY 2019 Budget Request
Local Revenue	700			
Local Amusement Tax	4320	250	250	250
Auction Proceeds	4384	11,336		
Interest Income - Checking	4600	19,014	19,000	26,000
Interest Income - Developer Escrow	4607	105	175	175
Total Local Revenue		30,705	19,425	26,425
Total Local Revenue		309,387	393,988	428,023
Grant Revenue	95			
IT Dept	115			
Grants	4711	0	0	0
Total IT Dept		0	0	0
Economic Development	300			
EDC Grants	4369	0	0	0
Total Economic Development		0	0	0
Police	500			
Police Grants	4367	0	0	0
Total Police Grants		0	0	0
Streets	600			
Grants	4711	0	30,000	0
Total Streets Grants		0	30,000	0
Fund Wide	99			
Parks & Recreation	610			
Budgeted Use of Fund Balance - Open Space (Park Impact Fees)	4999	0	250,000	387,000
Total Fund Parks & Rec		0	250,000	387,000
Fund Wide	99			
Fund Wide	999			
Budgeted Use of Fund Balance	4999	0	601,522	638,179
Total Fund Wide		0	601,522	638,179
Total Operating Revenue		2,176,757	4,568,806	4,867,710



**City of Taneytown
General Fund**

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1 - General Fund

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(In Whole Numbers)

	GL Code	FY 2018 Current Year Actual at 12/31/2017	FY 2018 Total Budget	FY 2019 Budget Request
Expenditures				
Administration				
10				
Mayor and Council				
100				
Salaries	5000	6,900	13,800	13,800
Payroll Taxes	5100	528	1,056	1,056
Pension-Employer Contribution	5110	1,028	1,028	1,089
Workers Compensation	5115	12	53	53
Advertising	5200	138	0	140
Donations	5205	0	500	500
Employee Relations	5207	472	100	500
Dues & Subscriptions	5210	7,532	7,000	7,000
Materials & Supplies	5220	549	1,050	1,100
Postage	5230	0	0	0
Printing	5235	0	0	0
Travel, Training & Education	5240	5,558	10,000	11,000
Telephone/Communication	5325	249	600	600
Legal	5520	10,325	50,000	25,000
Professional - Other	5525	587	1,088	200
Settlement	5526	0	10,000	10,000
Total Mayor and Council		33,878	96,275	72,038
Finance Dept				
105				
Salaries	5000	30,539	94,970	92,097
Salaries Overtime	5005	262	2,846	2,915
Payroll Taxes	5100	2,335	7,483	7,311
Fringe Benefits	5105	2,790	18,063	24,646
Pension-Employer Contribution	5110	5,436	7,075	7,309
Workers Compensation	5115	49	182	182
Advertising	5200	1,060	0	0
Service Charges	5203	1,384	2,700	2,700
Dues & Subscriptions	5210	210	210	210
Insurance	5215	1,145	929	1,150
Materials & Supplies	5220	205	1,000	1,000
Printing	5235	0	300	300
Travel, Training & Education	5240	0	4,500	4,500
Accounting/Audit	5500	26,770	0	0
Contractual	5510	116	0	0
Legal	5520	394	1,500	1,500
Professional - Other	5525	181	413	413
Total Finance Dept		72,876	142,171	146,233

**City of Taneytown
General Fund**

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1 - General Fund

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(In Whole Numbers)

	GL Code	FY 2018 Current Year Actual at 12/31/2017	FY 2018 Total Budget	FY 2019 Budget Request
City Manager	110			
Salaries	5000	32,511	54,148	55,448
Salaries Overtime	5005	66	549	547
Performance Increase	5000	0	0	15,183
Payroll Taxes	5100	2,461	4,185	4,309
Fringe Benefits	5105	6,384	2,455	2,742
Pension-Employer Contribution	5110	483	498	543
Workers Compensation	5115	1,125	2,537	2,537
Dues & Subscriptions	5210	149	250	300
Insurance	5215	1,707	1,857	1,800
Materials & Supplies	5220	(3)	1,100	1,000
Postage	5230	2,205	3,000	3,000
Travel, Training & Education	5240	729	2,500	2,500
Telephone/Communication	5325	249	700	600
Election	5425	0	0	0
Legal	5520	550	5,000	1,500
Professional Misc	5521	0	0	0
Professional - Other	5525	181	363	400
Total City Manager		48,797	79,142	92,409
IT Dept	115			
Salaries	5000	17,433	32,119	58,611
Salaries Overtime	5005	1,965	2,570	4,858
Special Events Overtime	5006	0	870	0
Payroll Taxes	5100	1,446	2,654	4,858
Fringe Benefits	5105	6,296	8,291	9,164
Pension-Employer Contribution	5110	2,323	2,393	4,630
Workers Compensation	5115	485	1,103	1,103
Service Charges	5203	0	0	0
Dues & Subscriptions	5210	0	360	360
Insurance	5215	569	0	570
Materials & Supplies	5220	20	500	500
Postage	5230	0	50	50
Travel, Training & Education	5240	0	1,000	1,000
Telephone/Communication	5325	1,992	3,600	3,600
Software Support	5502	2,608	14,485	14,485
User Support - IT	5503	0	10,883	10,883
Cserver Monitoring and Maintenance	5504	560	2,500	1,680
Website Maintenance	5506	1,200	1,750	1,750
IT/Computer	5515	0	0	0
Printers and Cartridges	5516	6,429	15,000	15,000
Antivirus	5517	360	3,000	1,400

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General Fund**

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(In Whole Numbers)

	GL Code	FY 2018 Current Year Actual at 12/31/2017	FY 2018 Total Budget	FY 2019 Budget Request
Equipment - IT	5518	833	11,500	11,500
Legal	5520	0	500	500
Professional - Other	5525	91	181	181
Total IT Dept		44,610	115,309	146,683
Clerks Office	120			
Salaries	5000	20,059	40,217	41,183
Payroll Taxes	5100	1,492	3,077	3,150
Fringe Benefits	5105	3,371	11,780	12,328
Pension-Employer Contribution	5110	2,909	2,996	3,268
Workers Compensation	5115	26	72	72
Advertising	5200	1,850	5,000	5,000
Dues & Subscriptions	5210	50	450	450
Insurance	5215	569	619	575
Materials & Supplies	5220	10	600	600
Printing	5235	0	600	600
Postage	5230	11	0	0
Travel, Training & Education	5240	0	500	500
Charter/Code	5405	1,765	5,000	5,000
Election	5425	0	0	2,500
Contractual	5510	2,227	4,950	4,950
Legal	5520	88	3,000	3,000
Professional - Other	5525	234	181	181
Total Clerks Office		34,661	79,042	83,357
Total Administration		234,822	511,939	540,719
Zoning & Code Enforcement	20			
Zoning	200			
Salaries	5000	25,410	50,946	51,965
Payroll Taxes	5100	1,944	3,897	4,014
Fringe Benefits	5105	10,073	19,047	21,633
Pension-Employer Contribution	5110	3,685	3,795	4,140
Workers Compensation	5115	580	1,296	1,296
Advertising	5200	0	300	300
Dues & Subscriptions	5210	288	300	350
Insurance	5215	569	619	575
Materials & Supplies	5220	98	200	200
Printing	5235	0	150	150
Travel, Training & Education	5240	651	750	1,000
Equipment Purchase	5312	0	100	850
Telephone/Communication	5325	299	740	740
Consulting/Engineering	5505	0	1,000	1,000
Legal	5520	250	500	500

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Professional - Other	5525	91	181	181
Certified Investment Expenditure Payment (CIE)	5531	0	1,000	32,000
Freeze Incentive Payment (FI)	5532	0	500	500
Total Zoning		43,938	85,321	121,394
Planning and Zoning Commission	202			
Dues & Subscriptions	5210	0	150	150
PZ Commission Training	5240	306	1,000	1,000
PZ Commission Members	5445	690	2,160	2,160
Zoning Board of Appeals	5480	983	0	0
Consulting/Engineering	5505	0	2,000	1,500
Legal	5520	1,213	3,500	3,500
Total Planning and Zoning Commission		3,192	8,810	8,310
Code Enforcement	210			
Insurance	5215	520	476	525
Gasoline	5315	153	500	700
Vehicle Repairs	5330	0	500	500
Code Enforcement Professional Fees	5410	0	500	500
Code Enforcement Remediation	5415	3,735	5,000	7,000
Legal	5520	250	1,500	1,500
Total Code Enforcement		4,658	8,476	10,725
Total Zoning & Code Enforcement		51,788	102,607	140,429
Economic Development	30			
Economic Development	300			
Salaries	5000	25,170	49,962	50,649
Payroll Taxes	5100	1,925	3,822	3,897
Fringe Benefits	5105	10,530	21,232	23,187
Pension-Employer Contribution	5110	3,578	3,685	4,020
Workers Compensation	5115	570	1,258	1,258
Advertising	5200	1,636	3,000	3,000
Donations	5205	600	0	1,000
Dues & Subscriptions	5210	300	600	1,000
EDC-Main Street Program	5212	5,000	10,000	10,000
Insurance	5215	569	619	575
Materials & Supplies	5220	0	1,000	1,000
Postage	5230	2,451	5,150	6,000
Printing	5235	205	6,200	3,000
Travel, Training & Education	5240	0	0	0
Consulting/Engineering	5505	0	500	500

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Contractual	5510	0	20,000	20,000
Legal	5520	144	400	400
Marketing Initiative	5522	1,901	15,000	15,000
EDC - Façade Reimbursements	5523	0	0	0
Professional - Other	5525	291	526	526
Exepnditure Payment (CIE)	5531	0	0	0
Total Economic Development		54,870	142,954	145,012
City Hall	40			
City Hall	400			
Donations	5205	1,000	27,000	27,000
Employee Relations	5207	1,895	1,800	1,800
Insurance	5215	408	420	420
Materials & Supplies	5220	1,092	2,000	2,000
Printing	5235	181	500	500
Electric/Fuel	5305	1,403	6,000	6,000
Equipment Purchase	5312	0	3,600	4,000
Maintenance & Repairs	5320	2,697	10,000	10,000
Telephone/Communication	5325	2,750	6,600	6,600
PEG Cable TV Franchise	5435	19,082	31,300	40,000
Accounting/Audit	5500	9,000	18,000	12,000
Contractual	5510	1,984	4,000	4,000
Interest Expense	5550	11,651	47,960	44,538
City Hall		53,143	159,180	158,858
City Hall - Annex	420			
Insurance	5215	260	280	275
Materials & Supplies	5220	291	1,500	500
Electric/Fuel	5305	639	3,800	3,800
Maintenance & Repairs	5320	3	2,500	2,500
Contractual	5510	450	3,120	600
City Hall - Annex		1,643	11,200	7,675
Roberts Mill Facility (Head Start)	430			
Insurance	5215	207	600	300
Electric/Fuel	5305	840	4,000	2,500
Maintenance & Repairs	5320	0	1,600	2,000
Contractual	5510	0	360	6,000
Roberts Mill Facility (Head Start)		1,047	6,560	10,800
Total City Hall		55,833	176,940	177,333

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	GL Code	FY 2018 Current Year Actual at 12/31/2017	FY 2018 Total Budget	FY 2019 Budget Request
Public Safety	50			
Police	500			
Salaries	5000	361,311	755,258	750,010
Salaries Overtime	5005	26,800	44,753	39,471
Special Events Overtime	5006	6,488	8,625	7,500
Salaries-P.D. Shift Differential	5010	6,185	13,000	13,000
Salaries - P.D. Court Time	5015	14,013	35,650	31,000
Performance Evaluation	5000		0	20,121
Payroll Taxes	5100	31,268	65,582	64,738
Fringe Benefits	5105	74,470	154,122	167,438
Pension-Employer Contribution	5110	169,921	198,898	202,576
Workers Compensation	5115	21,860	47,990	47,990
Advertising	5200	0	600	600
Service Charges	5203	33	89	89
Dues & Subscriptions	5210	0	125	125
Insurance	5215	26,298	26,000	26,500
Materials & Supplies	5220	4,723	15,000	15,000
Postage	5230	29	100	100
Printing	5235	0	800	800
Travel, Training & Education	5240	115	4,000	5,800
Building Maintenance	5300	488	10,000	10,000
Electric/Fuel	5305	3,670	12,000	12,000
Equipment Purchase	5312	455	10,000	10,000
Gasoline	5315	8,484	46,000	46,000
Maintenance & Repairs	5320	0	6,000	5,000
Telephone/Communication	5325	6,195	14,500	14,000
Vehicle Repairs	5330	7,393	23,000	21,000
Police Radios/Operating Equipment	5440	0	11,000	11,000
Police State of Emergency	5442	0	500	500
Towing/Impoundment	5465	2,870	9,200	8,000
Uniforms	5470	2,548	6,500	6,500
Software Support	5502	0	80	80
Contractual	5510	6,936	16,000	16,000
IT/Computer	5515	649	14,500	14,500
Legal	5520	150	4,000	4,000
Professional - Other	5525	4,247	4,000	5,000
Total Police		787,599	1,557,872	1,576,438
Police Secretary	510			
Salaries	5000	16,951	33,978	30,222
Payroll Taxes	5100	1,297	2,599	2,497
Fringe Benefits	5105	503	1,451	1,007
Pension-Employer Contribution	5110	2,458	2,531	2,385

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	GL Code	FY 2018 Current Year Actual at 12/31/2017	FY 2018 Total Budget	FY 2019 Budget Request
Workers Compensation	5115	26	60	60
Insurance	5215	569	619	575
Professional - Other	5525	91	181	181
Total Police Secretary		21,895	41,419	36,927
Crossing Guard	520			
Salaries	5000	1,897	7,169	7,343
Payroll Taxes	5100	145	548	565
Workers Compensation	5115	43	182	182
Insurance	5215	284	310	310
Total Crossing Guard		2,369	8,209	8,400
Total Public Safety		811,863	1,607,500	1,621,765
Public Works	60			
Streets	600			
Salaries	5000	107,473	125,239	64,451
Salaries Overtime	5005	1,113	13,500	14,107
Performance Increase	5000	0	500	2,247
Payroll Taxes	5100	8,220	10,652	6,039
Fringe Benefits	5105	20,002	36,608	36,865
Pension-Employer Contribution	5110	5,771	9,284	5,105
Workers Compensation	5115	2,144	4,688	4,688
Advertising	5200	61	300	300
Insurance	5215	5,562	7,000	6,000
Materials & Supplies	5220	6,152	30,000	30,000
Travel, Training & Education	5240	0	200	200
Electric/Fuel	5305	30,105	95,000	95,000
Equipment Purchase	5312	0	1,500	4,000
Gasoline	5315	3,457	12,000	12,000
Maintenance & Repairs	5320	9,436	20,000	20,000
Street Repairs	5322	0	0	0
Telephone/Communication	5325	249	2,100	2,100
Vehicle Repairs	5330	3,946	15,000	15,000
Snow/Ice Removal	5450	1,130	75,000	75,000
Solid Waste/Recycling	5455	154,815	500,000	500,000
Painting Streets, Curbs, Signs	5457	0	0	0
Street Sweeping	5460	5,684	20,000	20,000
Consulting/Engineering	5505	0	3,000	3,000
Contractual	5510	0	20,000	20,000
Legal	5520	39	500	500
Professional - Other	5525	363	725	725
Total Streets		365,722	1,002,796	937,327

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Storm Water Management	605			
Legal	5520	663	0	0
Total Storm Water Management		663	0	0
Parks & Recreation	610			
Salaries	5000	35,546	91,228	89,937
Salaries Overtime	5005	669	1,200	1,307
Payroll Taxes	5100	2,766	7,071	7,030
Fringe Benefits	5105	5,695	15,620	16,720
Pension-Employer Contribution	5110	3,748	3,860	7,138
Workers Compensation	5115	442	1,002	1,002
Advertising	5200	0	200	100
Service Charges	5203	210	420	420
Dues & Subscriptions	5210	35	100	100
Recreation Events	5213	1,723	9,000	9,000
Insurance	5215	2,919	3,600	3,000
Materials & Supplies	5220	185	5,500	6,000
Printing	5235	0	100	100
Travel, Training & Education	5240	0	1,500	1,500
Electric/Fuel	5305	3,337	14,000	14,000
Gasoline	5315	0	100	100
Maintenance & Repairs	5320	3,133	18,000	20,000
Telephone/Communication	5325	249	620	620
Mowing	5452	30,095	60,000	60,000
Safety Program Implementation	5490	2,420	5,000	5,000
Consulting/Engineering	5505	0	3,000	3,000
Contractual	5510	3,560	13,500	13,500
Legal	5520	0	1,000	1,000
Total Parks & Recreation		96,732	255,621	260,574
Total Public Works		463,117	1,258,417	1,197,901
Total Operating Expenditures		1,672,293	3,800,357	3,823,159
Net Revenue Over Expenditures (prior to Capital Outlay)		504,464	768,449	1,044,551

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	GL Code	FY 2018 Current Year Actual at 12/31/2017	FY 2018 Total Budget	FY 2019 Budget Request
Capital Outlay				
Debt Service - (City Hall) Principal	5999	0	114,539	116,998
Capital Outlay - (IT) Project	5999	0	32,000	0
Capital Outlay - (IT) Project	5999	0	0	0
Capital Outlay - (IT) Project	5999	0	0	0
Capital Outlay - (Police) Vehicles	5999	46,844	36,283	70,000
Capital Outlay - (Street) Project	5999	0	335,627	0
Capital Outlay - RM Stormwater	5999	0	0	470,553
Capital Outlay - (Street) Project	5999	0	0	0
Capital Outlay - (Street) Project	5999	0	0	0
Capital Outlay - (Street) Vehicles	5999	40,101	0	0
Capital Outlay - (Street) Vehicles	5999	0	0	0
Capital Outlay - (Parks) Project	5999	0	0	0
Capital Outlay - (Parks) Project	5999	0	0	0
Capital Outlay - (Parks) Project	5999	0	50,000	0
Capital Outlay - (Parks) Project	5999	0	50,000	0
Capital Outlay - (Parks) Project	5999	0	50,000	162,000
Capital Outlay - (Parks) Project	5999	0	100,000	225,000
Total Capital Outlay		86,945	768,449	1,044,551
Net Revenue Over Expenditures (including Capital Outlay)		417,519	0	0

**City of Taneytown
Utility Fund**

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2 - Utility Fund

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	GL Code	FY 2018 Current Year Actual at 12/31/2017	FY 2018 Total Budget	FY 2019 Budget Request
Operating Revenue				
Public Works	60			
Water	620			
Miscellaneous Reimbursement	4390	2,096	0	0
Water Service Fee	4500	447,896	841,000	841,000
Water Connection Fee	4505	9,000	0	0
Water Restoration Fee	4510	0	4,000	4,000
Water Late Payment	4515	27,659	36,000	36,000
Water Other Fees	4517	0	3,000	3,000
Water Standpipe Rental	4520	59,044	111,941	111,941
Water Miscellaneous	4530	0	0	0
Water Benefit Assessment	4535	51,100	0	0
EnerNoc Capacity Payments	4572	0	4,495	4,495
Interest Income - Savings	4605	6,413	30,000	30,000
Total Water		603,208	1,030,436	1,030,436
Sewer	630			
Miscellaneous Reimbursement	4390	0	0	0
Sewer Service Fee	4550	837,658	1,651,840	1,651,840
Sewer Connection Fee	4555	9,000	0	0
Sewer Benefit Assessment	4570	93,480	0	0
Interest Income Investment CD- GO Bonds	4606	0	0	0
Utility Fund Grants & Loans	4725	0	0	0
Total Sewer		940,138	1,651,840	1,651,840
Total Public Works		1,543,346	2,682,276	2,682,276
Budgeted Use of Fund Balance	4999	0	39,400	0
Total Operating Revenue		1,543,346	2,721,676	2,682,276

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	GL Code	FY 2018 Current Year Actual at 12/31/2017	FY 2018 Total Budget	FY 2019 Budget Request
Expenditures				
Public Works				
Water				
	60			
	620			
Salaries	5000	88,990	248,666	262,100
Salaries Overtime	5005	9,642	18,920	19,407
Performance Increase				8,710
Payroll Taxes	5100	7,474	20,470	21,407
Fringe Benefits	5105	20,187	53,660	53,286
Pension-Employer Contribution	5110	18,711	16,757	20,799
Workers Compensation	5115	1,897	5,113	5,113
Advertising	5200	0	500	500
Service Charges	5203	1,395	3,000	0
Dues & Subscriptions	5210	395	1,000	1,000
Insurance	5215	7,244	8,000	7,500
Materials & Supplies	5220	21,429	30,000	35,000
Water Maters, MXU's and Batteries	5221	41,571	85,000	85,000
Postage	5230	2,805	6,000	6,000
Printing	5235	64	900	900
Travel, Training & Education	5240	0	2,500	2,500
Electric/Fuel	5305	18,392	55,000	55,000
Equipment Purchase	5312	4,800	8,500	5,500
Gasoline	5315	1,260	5,000	5,000
Maintenance & Repairs	5320	9,563	20,000	20,000
Telephone/Communication	5325	3,684	7,200	7,200
Uniforms	5470	500	2,500	2,500
Water Standpipe Fund	5475	0	900	0
Software Support	5502	868	950	1,000
Consulting/Engineering	5505	1,360	18,000	18,000
Contractual	5510	10,319	30,000	30,000
IT/Computer	5515	0	3,000	3,000
Printers and Cartridges	5516	0	25	25
Equipment - IT	5518	0	125	125
Legal	5520	844	5,000	5,000
Professional - Other	5525	363	725	725
Interest Expense	5550	0	99,401	93,671
Total Water		273,757	756,812	775,968
Sewer				
	630			
Salaries	5000	107,373	267,083	269,122
Salaries Overtime	5005	11,454	20,120	20,870
Payroll Taxes	5100	8,970	21,971	22,313
Fringe Benefits	5105	36,973	70,921	65,050
Pension-Employer Contribution	5110	18,878	18,129	21,357
Workers Compensation	5115	2,374	5,082	5,082
Advertising	5200	0	500	500

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Performance Increase		0	50	7,791
Dues & Subscriptions	5210	340	500	500
Insurance	5215	37,127	30,245	38,000
Materials & Supplies	5220	41,000	70,000	84,000
Postage	5230	201	500	500
Printing	5235	64	50	50
Travel, Training & Education	5240	0	2,500	2,500
Inflow and Infiltration	5301	0	20,000	20,000
Electric/Fuel	5305	54,450	130,000	130,000
Gasoline	5315	1,981	7,000	7,000
Maintenance & Repairs	5320	63,924	38,000	80,000
Telephone/Communication	5325	2,078	5,000	5,000
Vehicle Repairs	5330	898	3,000	3,000
Uniforms	5470	228	1,050	1,050
Consulting/Engineering	5505	827	10,000	10,000
Contractual	5510	39,007	80,000	85,000
IT/Computer	5515	868	2,000	2,000
Printers and Cartridges	5516	0	25	25
Equipment - IT	5518	0	125	125
Legal	5520	0	1,000	1,000
Professional Misc	5521	0	1,000	0
Professional - Other	5525	2,863	725	0
Interest Expense	5550	98,665	306,312	298,649
Gain/Loss on Disposal of Assets	5740	0	0	0
Total Sewer		530,543	1,112,888	1,180,484
Total Public Works		804,300	1,869,700	1,956,452
Total Water and Sewer Expenditures		804,300	1,869,700	1,956,452
Net Revenue Over Expenditures (prior to Capital Outlay)		739,046	851,976	725,824
Capital Outlay				
Debt Service - (Water) Principal	5999	0	254,721	261,024
Debt Service - (Sewer) Principal	5999	0	438,304	448,355
Capital Outlay - (Water) Robts Mill	5999	0	0	0
Capital Outlay - (Sewer) Project	5999	0	80,000	0
Capital Outlay - (Sewer) Equipment	5999	0	65,000	0
Capital Outlay - (Sewer) Equipment	5999	26,884	15,000	0
Capital Outlay - (Sewer) Equipment	5999	0	0	0
Capital Outlay - (Sewer) Robts Mill	5999	0	0	0
Total Capital Outlay		26,884	853,025	709,379

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	GL Code	FY 2018 Current Year Actual at 12/31/2017	FY 2018 Total Budget	FY 2019 Budget Request
Net Revenue Over Expenditures (including Capital Outlay)		712,162	(1,049)	16,445