



CITY OF TANEYTOWN, MARYLAND

FISCAL YEAR 2020-2021

Ordinance No. 01 - 2020

OPERATING BUDGET

For the Period beginning July 1, 2020 through June 30, 2021

Mayor, Bradley J. Wantz

Mayor Pro Tem, Diane A. Foster

Councilman, Judith K. Fuller

Councilman, Daniel M. Haines

Councilman, Darryl G. Hale

Councilman, Joseph A. Vigliotti

Acting City Manager, James Wieprecht

Treasurer, Barri R. Avallone

Budget Ordinance No. 01-2020 introduced 03/04/20 and passed May 11, 2020

City of Taneytown
Ordinance No. 01-2020
Fiscal Year 2020 Budget Assumptions
for the period July 1, 2019 to June 30, 2020
Ordinance No. 01-2020 introduced 03/04/20 and passed 05/11/20

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 FY20 budget of \$83,512
- County Tax Differential based on preliminary FY21 estimates from County. Finalized amounts after County Budget adopted.
- HUR Grant revised estimate for FY 2020 is \$318,201 as of Jan 22, 2020
- State Police Protection Grant includes \$95,715 based on FY20 amount
- Police Reimbursement Grants includes for Overtime patrols \$5,000

Utility Fund (UF)

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

Budgeted Use of Fund Balance

- \$62,372 - GF Open Space Fund Account - needed for Park Capital Outlay
- \$1,980,895 – GF Balance - needed for capital outlay budget and \$145,951 operating costs, projects carried from FY20
- \$3,551,501 - UF Balance - needed for capital outlay budget only, projects carried from FY20

Expenses

- **Salary Notes**
- **Re-allocation of Salary & Fringe benefits between General Fund and Utility Fund**
 - Includes 3% salary increase for staff, comparable to FY21 Maryland State Budget
 - 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 remain split of 80% to GF and 20% to UF
 - Five employees in the Public Works Department will be budgeted between Streets 90% and Parks 10%, based on 4 year actuals. Utility employees are budgeted to home departments. An additional employee requested for PW, Streets.
- **Maryland State Retirement - Employer Contribution Rates**
 - Employee Pension System increases to 9.13% from 8.27% of Salaries - net increase of \$13,148 (14.17%) over FY20 Budget
 - Law Enforcement Officers' Pension System increased to 34.93% from 32.22% of Salaries - increase of \$29,841(13.61%) over FY20 budget
- **Health Insurance Increase - 5.66%**
 - Based Insurance budget on our current carrier UHC, new rates are unavailable at this time approximate yearly cost to City is \$267,235 for Health, Dental, Vision, Life, HRA Fees, and Cobra Admin Fees, budgeted to employee home department, not allocated
 - Deductible Health Liability to the City is \$381,900 (\$6,700 individual / \$13,400 family)
 - but we only budgeted \$213,864 which is 56% of total liability based on employees current usage, budgeted to employee home department and not allocated

City of Taneytown
Ordinance No. 01-2020
 Fiscal Year 2020
 for the period July 1, 2020 to June 30, 2021
Ordinance No. 01-2020 introduced 03/04/20 and passed 05/11/20

Summary

General Fund			
Revenue	FY20 - Revised	FY21 - Draft	(FY21 - FY20)
Local & State Tax	3,155,332	3,258,744	103,412
County	426,091	427,674	1,583
Finance Office	200	200	0
IT Dept	0	0	0
Clerk	32	32	0
Zoning & Code Enforcement	18,100	20,100	2,000
City Hall - Robers Mill / Headstart	600	600	0
Police	125,544	122,415	(3,129)
Streets	303,635	340,485	36,850
Parks & Recreation	159,547	91,168	(68,379)
Local	45,425	50,425	5,000
Open Space Impact Fee - Fund Balance Use (Parks)	168,000	62,372	(105,628)
Budgeted Use of Fund Balance	2,317,252	1,985,895	(331,357)
Total Revenue - General Fund	\$ 6,719,758	\$ 6,360,110	\$ (359,648)
Expenditures			
Mayor & Council	115,981	89,851	(26,130)
Finance Dept	195,311	204,111	8,800
City Manager	83,701	88,050	4,349
IT Dept	159,092	171,929	12,837
Clerks Office	86,294	90,214	3,920
Zoning & Code Enforcement	139,819	118,922	(20,897)
Economic Development	144,080	128,736	(15,344)
City Hall	170,120	161,587	(8,533)
Annex	8,575	7,575	(1,000)
Roberts Mill Facility (Head Start)	2,875	2,218	(657)
Public Safety	1,668,173	1,752,885	84,712
Streets	1,075,576	1,286,350	210,774
Storm Water Mgmt	6,000	15,000	9,000
Parks & Recreation	229,110	259,238	30,128
Debt Service (Principal)	117,498	124,042	6,544
Capital Outlay (City Hall)	99,000	140,000	41,000
Capital Outlay (IT)	15,500	8,000	(7,500)
Capital Outlay (Police)	90,000	240,000	150,000
Capital Outlay (Streets Bridges RM)	1,645,053	1,327,902	(317,151)
Capital Outlay (Parks)	668,000	143,500	(524,500)
Total Expenditures - General Fund	\$ 6,719,758	\$ 6,360,110	\$ (359,648)
Net Revenue Over Expenditures - General Fund	\$ -	\$ -	\$ -

Utility Fund			
Revenue	FY20 - Revised	FY21 - Draft	(FY21 - FY20)
Water Service Fee	841,000	845,000	4,000
Water Restoration Fees	4,000	0	(4,000)
Water Late Payments & Other	39,000	39,000	0
Water Standpipe Rental	122,627	122,627	0
EnerNoc Capacity Payment	4,495	0	(4,495)
Interest Income	90,000	90,000	0
Sewer Service Fee	1,651,840	1,651,840	0
Budgeted Use of Fund Balance	4,307,667	3,551,501	(756,166)
Total Revenue - Utility Fund	\$ 7,060,629	\$ 6,299,968	\$ (760,661)
Expenditures			
Water	730,664	759,257	28,593
Sewer	1,161,197	1,197,028	35,831
Debt Service (Principal - Water)	266,428	272,937	6,509
Debt Service (Principal - Sewer)	470,340	485,606	15,266
Capital Outlay (Water)	1,925,000	964,000	(961,000)
Capital Outlay (Sewer)	2,507,000	2,621,140	114,140
Total Expenditures - Utility Fund	\$ 7,060,629	\$ 6,299,968	\$ (760,661)
Net Revenue Over Expenditures - Utility Fund	\$ -	\$ -	\$ -

City of Taneytown
Budget - Ordinance No. 01-2020
 Fiscal Year 2021
 for the period July 1, 2020 to June 30, 2021
Ordinance No. 01-2020 introduced 03/04/20 and passed 05/11/20

Summary

General Fund

Revenue

Local & State Tax	3,258,744
County	427,674
Finance Office	200
Clerk	32
Zoning & Code Enforcement	20,100
City Hall - Robers Mill / Headstart	600
Police	122,415
Streets	340,485
Parks & Recreation	91,168
Local	50,425
Park Impact Fees - Fund Balance Use	62,372
Budgeted Use of Fund Balance	1,985,895

Total Revenue - General Fund **\$ 6,360,110**

Expenditures

Mayor & Council	89,851
Finance Dept	204,111
City Manager	88,050
IT Dept	171,929
Clerks Office	90,214
Zoning & Code Enforcement	118,922
Economic Development	128,736
City Hall	161,587
Annex	7,575
Roberts Mill Facility (Head Start)	2,218
Public Safety	1,752,885
Streets	1,286,350
Storm Water Mgmt	15,000
Parks & Recreation	259,238
Debt Service (Principal)	124,042
Capital Outlay (IT)	8,000
Capital Outlay (City Hall)	140,000
Capital Outlay (Police)	240,000
Capital Outlay (Street)	1,327,902
Capital Outlay (Parks)	143,500

Total Expenditures - General Fund **\$ 6,360,110**

Net Revenue Over Expenditures - General Fund **\$ -**

Utility Fund

Revenue

Water Service Fee	845,000
Water Restoration Fees	0
Water Late Payments & Other	39,000
Water Standpipe Rental	122,627
EnerNoc Capacity Payment	0
Interest Income	90,000
Sewer Service Fee	1,651,840

Budgeted Use of Fund Balance **3,551,501**

Total Revenue - Utility Fund **\$ 6,299,968**

Expenditures

Water	759,257
Sewer	1,197,028
Debt Service (Principal - Water)	272,937
Debt Service (Principal - Sewer)	485,606
Capital Outlay (Water)	964,000
Capital Outlay (Sewer)	2,621,140

Total Expenditures - Utility Fund **\$ 6,299,968**

Net Revenue Over Expenditures - Utility Fund **\$ -**

City of Taneytown
Operating & Capital for General Fund & Utility Fund
Quick Summary - FY21 Budget

General Fund												
Department	Department Name	FY21 Revenues Operating Budget	FY21 Expenditure Operating Budget Request	FY21 Net Revenue Over Expenditures (Operating)	FY21 Revenues Capital Budget	FY21 Expenditure Capital Equipment Request (\$5K plus)	FY21 Expenditure Capital Project Request (Buildings, Infrastructure, & Improvements)	FY21 Capital Reserves - for future use	FY21 Expenditure Capital Principal Debt Payments	FY21 Total Capital Expenditures	FY21 Net Revenue Over Expenditures (Capital)	FTE (Full-time equivalents based on 2,080 hours) Employees by Department
70-700	Local Tax Revenue	2,603,744	0	2,603,744		0	0	0	0	0	0	
70-710	State Tax Revenue	655,000	0	655,000		0	0	0	0	0	0	
80-800	County Revenue	427,674	0	427,674		0	0	0	0	0	0	
90-700	Local Revenue	50,425	0	50,425		0	0	0	0	0	0	
10-100	Mayor & Council	0	89,851	(89,851)	0	0	0	0	0	0	0	6.00
10-105	Finance	200	204,111	(203,911)	0	0	0	0	0	0	0	2.10
10-110	City Manager	0	88,050	(88,050)	0	0	0	0	0	0	0	0.50
10-115	IT	0	171,929	(171,929)	0	8,000	0	0	0	8,000	(8,000)	1.80
10-120	Clerk	32	90,214	(90,182)	0	0	0	0	0	0	0	1.00
20-200	Zoning	20,100	99,607	(79,507)	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	0.00
20-210	Code Enforcement	0	11,005	(11,005)	0	0	0	0	0	0	0	0.00
30-300	Economic Development	0	128,736	(128,736)	0	0	0	0	0	0	0	1.00
40-400	City Hall	0	161,587	(161,587)	0	0	140,000		124,042	264,042	(264,042)	0.00
40-420	Annex	0	7,575	(7,575)	0	0	0	0	0	0	0	0.00
40-430	Head Start	600	2,218	(1,618)	0	0	0	0	0	0	0	0.00
50-500	Police	122,415	1,691,742	(1,569,327)	0	240,000	0	0	0	240,000	(240,000)	15.00
50-510	Police Secretary	0	52,660	(52,660)	0	0	0	0	0	0	0	1.00
50-520	Crossing Guard	0	8,483	(8,483)	0	0	0	0	0	0	0	0.23
60-600	Streets	340,485	1,286,350	(945,865)	0	81,085	1,246,817	0	0	1,327,902	(1,327,902)	4.75
60-605	Storm Water	0	15,000	(15,000)	0	0	0	0	0	0	0	0.00
60-610	Parks	91,168	259,238	(168,070)	62,372	143,500	0	0	0	143,500	(81,128)	1.55
99-999	Fund Balance	145,951	0	145,951	1,839,944	0	0	0	0	0	1,839,944	
Total GF		4,457,794	4,376,666	81,128	1,902,316	472,585	1,386,817	0	124,042	1,983,444	(81,128)	35.93
Utility Fund												
Department	Department Name	FY21 Revenues Operating Budget	FY21 Expenditure Operating Budget Request	FY21 Net Revenue Over Expenditures (Operating)	FY21 Revenues Capital Budget	FY21 Expenditure Capital Equipment Request (\$5K plus)	FY21 Expenditure Capital Project Request (Buildings, Infrastructure, & Improvements)	FY21 Capital Reserves - for future use	FY21 Expenditure Capital Principal Debt Payments	FY21 Total Capital Expenditures	FY21 Net Revenue Over Expenditures (Capital)	FTE (Full-time equivalents based on 2,080 hours) Employees by Department
60-620	Water	1,096,627	759,257	337,370		100,000	864,000	0	272,937	1,236,937	(1,236,937)	4.62
60-630	Sewer	1,651,840	1,197,028	454,812		110,140	2,511,000	0	485,606	3,106,746	(3,106,746)	4.68
99-999	Fund Balance			0	3,551,501						3,551,501	
Total UF		2,748,467	1,956,285	792,182	3,551,501	210,140	3,375,000	0	758,543	4,343,683	(792,182)	9.30
Total UF & GF		7,206,261	6,332,951	873,310	5,453,817	682,725	4,761,817	0	882,585	6,327,127	(873,310)	45.23

**City of Taneytown
General Fund
Ordinance No. 01 - 2020**

Fiscal Year 2021

for the period July 1, 2020 to June 30, 2021

Ordinance No. 01-2020 introduced March 4, 2020 and passed May 11, 2020

000 - Non Applicable

1 - General Fund

(In Whole Numbers)

	GL Code	FY 2020 Current Year Actual at 12/31/2019	FY 2020 Total Budget	FY 2021 Budget Request
Operating Revenue				
City Hall	90			
City Hall	400			
Miscellaneous Reimbursement	4390	203	0	0
Total City Hall		203	0	0
Tax Revenue	70			
Local Revenue	700			
Real Estate Taxes Current Yr.	4002	1,192,543	2,369,232	2,452,744
Corporate Business Tax	4005	89,095	139,100	139,000
Tax Penalty/Interest	4010	6,625	12,800	12,000
Total Local Revenue		1,288,263	2,521,132	2,603,744
State Tax Revenue	710			
State Admission Tax	4100	3,073	4,700	5,000
State Income Tax	4110	277,072	629,500	650,000
Total State Tax Revenue		280,145	634,200	655,000
Total Tax Revenue		1,568,408	3,155,332	3,258,744
County Revenue	80			
County Revenue	800			
Beer & Wine	4200	0	2,700	2,500
Traders License	4205	122	12,900	12,500
Cable TV Franchise	4210	47,499	78,100	78,100
Financial Corporations	4215	0	1,282	0
Building Permits	4220	2,748	2,200	2,200
Road Levy	4225	4,716	4,716	4,716
Tax Differential	4230	324,193	324,193	327,658
Total County Revenue		379,278	426,091	427,674
Total County Revenue		379,278	426,091	427,674
Local Revenue	90			
Finance	105			
Solicitors License	4315	150	200	200
Total Finance Office		150	200	200
Clerk	120			
Miscellaneous	4385		32	32
Total Clerk Dept		0	32	32
Zoning	200			
Zoning Fees	4335	1,650	2,600	2,600
Non-Refundable Developer Fees	4347	0	2,500	2,500
Total Zoning		1,650	5,100	5,100
Code Enforcement	210			
Appeals Board Fees	4350	0	0	0

**City of Taneytown
General Fund**

Ordinance No. 01 - 2020

Fiscal Year 2021

for the period July 1, 2020 to June 30, 2021

Ordinance No. 01-2020 introduced March 4, 2020 and passed May 11, 2020

000 - Non Applicable

1 - General Fund

(In Whole Numbers)

	GL Code	FY 2020 Current Year Actual at 12/31/2019	FY 2020 Total Budget	FY 2021 Budget Request
Code Enforcement Fines	4370	1,150	13,000	15,000
Total Code Enforcement		1,150	13,000	15,000
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	23,929	94,844	95,715
Public Safety Impact Fee	4325	4,200	0	0

**City of Taneytown
General Fund**

Ordinance No. 01 - 2020

Fiscal Year 2021

for the period July 1, 2020 to June 30, 2021

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000 - Non Applicable

1 - General Fund

(In Whole Numbers)

	GL Code	FY 2020 Current Year Actual at 12/31/2019	FY 2020 Total Budget	FY 2021 Budget Request
Police Reports/Towing	4355	740	8,500	6,000
Public Parking Facility	4360	2,680	6,500	7,000
Parking Fines/Forfeits	4365	2,066	7,700	5,700
Police Reimbursement	4380	3,966	5,000	5,000
Auction Proceeds	4384	0	3,000	3,000
Miscellaneous Revenue	4385	750	0	
Donations	4396	0	0	0
Total Police		38,331	125,544	122,415
Streets	600			
State Highway User (HUR)	4114	90,352	303,635	318,201
Block Party Fees	4326	50	0	0
Total Streets		90,402	303,635	318,201
Parks & Recreation	610			
Park Fees	4300	2,690	7,900	6,500
Rental Income	4313	0	1,600	3,500
Open Space Impact Fee (Parks)	4330	28,000	0	0
Interest Income - Savings	4605	23	47	40
Total Parks & Recreation		30,713	9,547	10,040

**City of Taneytown
General Fund
Ordinance No. 01 - 2020**

**Fiscal Year 2021
for the period July 1, 2020 to June 30, 2021**

Ordinance No. 01-2020 introduced March 4, 2020 and passed May 11, 2020

000 - Non Applicable

1 - General Fund

(In Whole Numbers)

	GL Code	FY 2020 Current Year Actual at 12/31/2019	FY 2020 Total Budget	FY 2021 Budget Request
Local Revenue	700			
Local Amusement Tax	4320	0	250	250
Auction Proceeds	4384	0		
Interest Income - Checking	4600	32,274	45,000	50,000
Interest Income - Developer Escrow	4607	190	175	175
Total Local Revenue		32,464	45,425	50,425
Total Local Revenue		195,160	503,083	522,013
Grant Revenue	95			
IT Dept	115			
Grants	4711	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	0	22,284
Total Streets Grants		0	0	22,284
Parks & Recreation	610			
Grants	4711	0	150,000	81,128
Total Parks & Recreation Grants		0	150,000	81,128
Fund Wide	99			
Parks & Recreation	610			
Budgeted Use of Fund Balance - Open Space (Park Impact Fees)	4999	0	168,000	62,372
Total Fund Parks & Rec		0	168,000	62,372
Fund Wide	99			
Fund Wide	999			
Budgeted Use of Fund Balance	4999	0	2,317,252	1,985,895
Total Fund Wide		0	2,317,252	1,985,895
Total Operating Revenue		2,143,049	6,719,758	6,360,110

City of Taneytown

General Fund

Ordinance No. 01 - 2020

Fiscal Year 2021

for the period July 1, 2020 to June 30, 2021

Ordinance No. 01-2020 introduced March 4, 2020 and passed May 11, 2020

000 - Non Applicable

1 - General Fund

(In Whole Numbers)

	GL Code	FY 2020 Current Year Actual at 12/31/2019	FY 2020 Total Budget	FY 2021 Budget Request
Expenditures				
Administration	10			
Mayor and Council	100			
Salaries	5000	11,667	28,000	28,000
Payroll Taxes	5100	892	2,142	2,142
Pension-Employer Contribution	5110	1,141	2,316	2,556
Workers Compensation	5115	16	53	53
Advertising	5200	1,871	500	0
Donations	5205	50	500	500
Employee Relations	5207	507	1,500	1,500
Dues & Subscriptions	5210	8,100	9,000	9,000
Materials & Supplies	5220	736	4,000	2,000
Postage	5230	0	1,005	600
Printing	5235	0	2,465	1,000
Travel, Training & Education	5240	3,676	14,000	14,000
Telephone/Communication	5325	232	0	500
IT/Computer	5515	0	0	1,500
Legal	5520	11,278	25,000	25,000
Professional - Other	5525	24,339	25,500	1,500
Settlement	5526	0	0	0
Total Mayor and Council		64,505	115,981	89,851
Finance Dept	105			
Salaries	5000	55,587	105,500	108,634
Salaries Overtime	5005	0	3,712	3,816
Payroll Taxes	5100	4,137	8,350	8,602
Fringe Benefits	5105	20,232	53,590	58,054
Pension-Employer Contribution	5110	8,440	8,684	9,895
Workers Compensation	5115	763	1,700	1,700
Unemployment Expense	5117	5,292	0	0
Advertising	5200	0	1,000	1,000
Service Charges	5203	1,270	2,700	2,700
Dues & Subscriptions	5210	170	210	210
Insurance	5215	926	1,150	1,100
Materials & Supplies	5220	279	1,000	1,000
Printing	5235	0	300	0
Travel, Training & Education	5240	0	4,500	4,500
Accounting/Audit	5500	0	0	0
Contractual	5510	0	0	0
Legal	5520	0	2,500	2,500
Professional - Other	5525	302	415	400
Total Finance Dept		97,398	195,311	204,111

City of Taneytown

General Fund

Ordinance No. 01 - 2020

Fiscal Year 2021

for the period July 1, 2020 to June 30, 2021

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000 - Non Applicable

1 - General Fund

(In Whole Numbers)

	GL Code	FY 2020 Current Year Actual at 12/31/2019	FY 2020 Total Budget	FY 2021 Budget Request
City Manager	110			
Salaries	5000	10,692	46,842	49,945
Salaries Overtime	5005	0	0	0
Payroll Taxes	5100	818	3,821	3,821
Fringe Benefits	5105	1,232	15,808	15,864
Pension-Employer Contribution	5110	0	4,130	4,560
Workers Compensation	5115	240	2,500	2,500
Dues & Subscriptions	5210	0	300	1,260
Insurance	5215	1,619	1,800	1,800
Materials & Supplies	5220	0	500	300
Postage	5230	1,575	3,000	3,000
Travel, Training & Education	5240	922	2,500	2,500
Telephone/Communication	5325	(10)	600	600
Election	5425	0	0	
Legal	5520	15	1,500	1,500
Professional Misc	5521	0	0	
Professional - Other	5525	0	400	400
Total City Manager		17,103	83,701	88,050
IT Dept	115			
Salaries	5000	32,781	64,355	73,424
Salaries Overtime	5005	3,509	5,303	5,874
Special Events Overtime	5006	(61)	0	
Payroll Taxes	5100	2,735	5,477	6,066
Fringe Benefits	5105	5,059	12,230	12,618
Pension-Employer Contribution	5110	5,690	5,482	6,704
Workers Compensation	5115	926	1,400	2,028
Service Charges	5203	93	0	
Dues & Subscriptions	5210	0	360	360
Insurance	5215	715	570	725
Materials & Supplies	5220	348	1,000	1,000
Postage	5230	10	50	50
Travel, Training & Education	5240	1,454	2,000	2,000
Telephone/Communication	5325	2,243	3,600	4,700
Software Support	5502	10,947	14,485	20,100
User Support - IT	5503	0	10,000	10,000
Cserver Monitoring and Maintenance	5504	700	1,680	1,680
Website Maintenance	5506	1,385	2,000	2,000
IT/Computer	5515	0	0	
Printers and Cartridges	5516	3,830	15,000	8,500
Antivirus	5517	625	1,400	1,400
Equipment - IT	5518	1,902	12,000	12,000
Legal	5520	0	500	500
Professional - Other	5525	151	200	200
Total IT Dept		75,042	159,092	171,929

**City of Taneytown
General Fund
Ordinance No. 01 - 2020**

**Fiscal Year 2021
for the period July 1, 2020 to June 30, 2021**

Ordinance No. 01-2020 introduced March 4, 2020 and passed May 11, 2020

000 - Non Applicable

1 - General Fund

(In Whole Numbers)

	GL Code	FY 2020 Current Year Actual at 12/31/2019	FY 2020 Total Budget	FY 2021 Budget Request
Clerks Office	120			
Salaries	5000	20,583	43,661	46,320
Payroll Taxes	5100	1,531	3,440	3,543
Fringe Benefits	5105	2,078	14,027	14,642
Pension-Employer Contribution	5110	3,611	3,719	4,229
Workers Compensation	5115	23	72	60
Advertising	5200	2,462	5,000	5,000
Dues & Subscriptions	5210	92	450	450
Insurance	5215	610	575	620
Materials & Supplies	5220	40	600	600
Printing	5235	95	600	600
Postage	5230	0	0	
Travel, Training & Education	5240	0	500	500
Charter/Code	5405	0	5,000	5,000
Election	5425	0	0	
Contractual	5510	2,034	4,950	4,950
Legal	5520	53	3,000	3,000
Professional - Other	5525	1,100	700	700
Total Clerks Office		34,312	86,294	90,214
Total Administration		288,360	640,379	644,155
Zoning & Code Enforcement	20			
Zoning	200			
Salaries	5000	26,074	56,967	58,677
Payroll Taxes	5100	1,995	4,358	4,489
Fringe Benefits	5105	5,821	14,672	17,209
Pension-Employer Contribution	5110	4,574	4,711	5,357
Workers Compensation	5115	621	1,300	1,360
Advertising	5200	0	300	300
Dues & Subscriptions	5210	0	350	400
Insurance	5215	610	575	575
Materials & Supplies	5220	0	200	200
Printing	5235	0	150	150
Travel, Training & Education	5240	193	1,000	1,000
Equipment Purchase	5312	0	0	0
Telephone/Communication	5325	232	740	740
Consulting/Engineering	5505	3,579	1,000	2,000
Legal	5520	330	1,500	1,500
Professional - Other	5525	75	181	150
Certified Investment Expenditure Payment (CIE)	5531	0	32,000	5,000
Freeze Incentive Payment (FI)	5532	0	500	500
Total Zoning		44,104	120,504	99,607

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000 - Non Applicable

1 - General Fund

(In Whole Numbers)

	GL Code	FY 2020 Current Year Actual at 12/31/2019	FY 2020 Total Budget	FY 2021 Budget Request
Planning and Zoning Commission	202			
Advertising	5200	0	0	
Dues & Subscriptions	5210	0	150	150
PZ Commission Training	5240		1,000	1,000
PZ Commission Members	5445	840	2,160	2,160
Zoning Board of Appeals	5480	2,731	0	0
Consulting/Engineering	5505	0	1,500	1,500
Legal	5520	1,275	3,500	3,500
Total Planning and Zoning Commission		4,846	8,310	8,310
Code Enforcement	210			
Insurance	5215	531	525	525
Gasoline	5315	139	980	980
Vehicle Repairs	5330	0	500	500
Code Enforcement Professional Fees	5410	0	500	500
Code Enforcement Remediation	5415	300	7,000	7,000
Legal	5520	45	1,500	1,500
Total Code Enforcement		1,015	11,005	11,005
Total Zoning & Code Enforcement		49,965	139,819	118,922
Economic Development	30			
Economic Development	300			
Salaries	5000	23,285	50,649	53,697
Payroll Taxes	5100	1,781	3,991	4,108
Fringe Benefits	5105	10,206	22,025	22,805
Pension-Employer Contribution	5110	4,188	4,314	4,903
Workers Compensation	5115	565	1,100	1,222
Advertising	5200	0	3,000	3,000
Donations	5205	0	1,000	1,000
Dues & Subscriptions	5210	330	1,000	1,000
EDC-Main Street Program	5212	5,000	10,000	10,000
Insurance	5215	610	575	575
Materials & Supplies	5220	174	1,000	1,000
Postage	5230	850	6,000	6,000
Printing	5235	2,076	3,000	3,000
Travel, Training & Education	5240	0	0	
Consulting/Engineering	5505	0	500	500
Contractual	5510		20,000	0
Legal	5520	0	400	400
Marketing Initiative	5522	7,715	15,000	15,000
EDC - Façade Reimbursements	5523	0	0	
Professional - Other	5525	75	526	526
Total Economic Development		56,855	144,080	128,736

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(In Whole Numbers)

	GL Code	FY 2020 Current Year Actual at 12/31/2019	FY 2020 Total Budget	FY 2021 Budget Request
City Hall	40			
City Hall	400			
Donations	5205	1,000	27,000	27,000
Employee Relations	5207	0	1,800	1,800
Insurance	5215	428	420	420
Materials & Supplies	5220	1,372	2,800	2,800
Printing	5235	229	500	500
Electric/Fuel	5305	1,415	5,500	3,500
Equipment Purchase	5312	0	2,000	6,000
Maintenance & Repairs	5320	4,891	10,000	10,000
Telephone/Communication	5325	2,692	9,500	3,927
PEG Cable TV Franchise	5435	19,000	40,000	40,000
Accounting/Audit	5500	13,455	18,000	18,000
Contractual	5510	1,758	4,200	4,200
Legal	5520	255	800	800
Interest Expense	5550	10,035	43,600	38,640
Bad Debt Expense	5800	0	4,000	4,000
City Hall		56,530	170,120	161,587
City Hall - Annex	420			
Insurance	5215	273	275	275
Materials & Supplies	5220	158	1,000	1,000
Electric/Fuel	5305	1,156	3,800	2,800
Maintenance & Repairs	5320	134	2,500	2,500
Contractual	5510	450	1,000	1,000
Legal	5520	0	0	0
City Hall - Annex		2,171	8,575	7,575
Roberts Mill Facility (Head Start)	430			
Insurance	5215	218	300	218
Electric/Fuel	5305	484	0	0
Maintenance & Repairs	5320	286	2,000	2,000
Contractual	5510	0	575	0
Roberts Mill Facility (Head Start)		988	2,875	2,218
Total City Hall		59,689	181,570	171,380

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(In Whole Numbers)

	GL Code	FY 2020 Current Year Actual at 12/31/2019	FY 2020 Total Budget	FY 2021 Budget Request
Public Safety	50			
Police	500			
Salaries	5000	322,933	783,855	809,972
Salaries Overtime	5005	39,155	54,936	52,446
Special Events Overtime	5006	3,720	7,500	12,000
Salaries-P.D. Shift Differential	5010	4,790	13,000	13,000
Salaries - P.D. Court Time	5015	7,708	31,000	31,000
Payroll Taxes	5100	28,451	68,216	70,259
Fringe Benefits	5105	65,471	173,643	159,595
Pension-Employer Contribution	5110	166,115	199,329	249,170
Workers Compensation	5115	16,784	45,000	44,000
Advertising	5200	964	600	1,000
Service Charges	5203	0	89	0
Employee Appreciation	5207	0	0	1,000
Dues & Subscriptions	5210	0	125	150
Insurance	5215	25,430	28,500	28,500
Materials & Supplies	5220	4,569	15,000	15,000
Postage	5230	5	100	100
Printing	5235	0	600	300
Travel, Training & Education	5240	645	7,000	11,250
Building Maintenance	5300	6,679	10,000	10,000
Electric/Fuel	5305	1,716	12,000	12,000
Equipment Purchase	5312	2,212	10,000	10,000
Gasoline	5315	10,696	45,000	45,000
Maintenance & Repairs	5320	0	5,000	5,000
Telephone/Communication	5325	5,366	14,000	14,000
Vehicle Repairs	5330	6,191	21,000	21,000
Police Radios/Operating Equipment	5440	126	11,000	11,000
Police State of Emergency	5442	0	500	500
Towing/Impoundment	5465	1,490	8,000	8,000
Uniforms	5470	3,339	6,500	9,000
Safety Program Implementation	5490			8,000
Software Support	5502	0	80	0
Contractual	5510	5,768	16,000	16,000
IT/Computer	5515	392	14,500	14,500
Legal	5520	7,726	4,000	4,000
Professional - Other	5525	2,721	5,000	5,000
Total Police		741,162	1,611,073	1,691,742
Police Secretary	510			
Salaries	5000	16,398	34,778	36,892
Salaries Overtime	5005	116	0	233
Payroll Taxes	5100	1,360	2,752	2,840
Fringe Benefits	5105	4,494	6,945	11,037
Pension-Employer Contribution	5110	(112)	2,962	0
Workers Compensation	5115	386	575	858
Insurance	5215	610	575	620
Professional - Other	5525	0	180	180
Total Police Secretary		23,252	48,767	52,660

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1 - General Fund

(In Whole Numbers)

	GL Code	FY 2020 Current Year Actual at 12/31/2019	FY 2020 Total Budget	FY 2021 Budget Request
Crossing Guard	520			
Salaries	5000	2,174	7,344	7,787
Payroll Taxes	5100	166	579	596
Workers Compensation	5115	44	100	100
Insurance	5215	0	310	0
Total Crossing Guard		2,384	8,333	8,483
Total Public Safety		766,798	1,668,173	1,752,885

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	GL Code	FY 2020 Current Year Actual at 12/31/2019	FY 2020 Total Budget	FY 2021 Budget Request
Public Works	60			
Streets	600			
Salaries	5000	113,472	188,851	236,491
Salaries Overtime	5005	812	13,981	17,752
Payroll Taxes	5100	8,593	16,065	19,450
Fringe Benefits	5105	17,034	60,167	70,416
Pension-Employer Contribution	5110	15,618	16,087	21,546
Workers Compensation	5115	2,257	4,800	5,070
Advertising	5200	0	0	300
Insurance	5215	4,676	6,000	4,700
Materials & Supplies	5220	8,065	30,000	30,000
Travel, Training & Education	5240	0	300	300
Electric/Fuel	5305	26,359	95,000	95,000
Equipment Purchase	5312	0	4,000	10,000
Gasoline	5315	4,617	12,000	12,000
Maintenance & Repairs	5320	6,663	35,000	35,000
Telephone/Communication	5325	232	2,100	2,100
Vehicle Repairs	5330	13,712	15,000	20,000
Snow/Ice Removal	5450	0	80,000	80,000
Solid Waste/Recycling	5455	144,407	440,000	570,000
Street Sweeping	5460	5,684	25,000	25,000
Consulting/Engineering	5505	0	10,000	10,000
Contractual	5510	0	20,000	20,000
Legal	5520	38	500	500
Professional - Other	5525	302	725	725
Total Streets		372,541	1,075,576	1,286,350

*updated 4/16/20 Tipping fee increase, recycling

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	GL Code	FY 2020 Current Year Actual at 12/31/2019	FY 2020 Total Budget	FY 2021 Budget Request
Storm Water Management	605			
Consulting and Engineering	5505	2,790	1,000	5,000
Legal	5520	0	0	0
Maintenance and Repairs	5320	0	5,000	10,000
Total Storm Water Management		2,790	6,000	15,000
Parks & Recreation	610			
Salaries	5000	22,195	68,511	73,000
Salaries Overtime	5005	865	1,907	1,917
Payroll Taxes	5100	1,739	5,544	5,731
Fringe Benefits	5105	6,098	72	85
Pension-Employer Contribution	5110	2,231	5,836	6,665
Workers Compensation	5115	320	900	900
Advertising	5200	0	500	500
Service Charges	5203	210	420	420
Dues & Subscriptions	5210	0	100	100
Recreation Events	5213	5,919	9,000	15,000
Insurance	5215	3,084	3,000	3,100
Materials & Supplies	5220	207	8,000	15,000
Printing	5235	0	100	100
Travel, Training & Education	5240	0	0	1,500
Electric/Fuel	5305	4,119	14,000	18,000
Gasoline	5315	0	100	100
Maintenance & Repairs	5320	8,381	22,000	33,000
Telephone/Communication	5325	232	620	620
Mowing	5452	36,085	65,000	65,000
Safety Program Implementation	5490	2,831	5,000	0
Consulting/Engineering	5505	3,044	4,000	4,000
Contractual	5510	3,560	13,500	13,500
Legal	5520	53	1,000	1,000
Total Parks & Recreation		101,173	229,110	259,238
Total Public Works		476,504	1,310,686	1,560,588
Total Operating Expenditures		1,698,171	4,084,707	4,376,666
Net Revenue Over Expenditures (prior to Capital Outlay)		444,878	2,635,051	1,983,444

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1 - General Fund

(In Whole Numbers)

	GL Code	FY 2020 Current Year Actual at 12/31/2019	FY 2020 Total Budget	FY 2021 Budget Request
Capital Outlay				
Debt Service - (City Hall) Principal	5999	0	117,498	124,042
Capital Outlay - (IT) Project	5999	0	15,500	8,000
Capital Outlay - (City Hall) Renovation	5999	3,197	99,000	140,000
Capital Outlay - (IT) Project	5999	0	0	0
Capital Outlay - (Police) Vehicles	5999	0	90,000	240,000
Capital Outlay - (Street) Project	5999	0	0	0
Capital Outlay - (Street) Project	5999	150	470,053	118,962
Capital Outlay - (Street) Project	5999	0	1,015,000	1,100,000
Capital Outlay - (Street) Project	5999	0		27,855
Capital Outlay - (Street) Vehicles	5999	155,833	160,000	81,085
Capital Outlay - (Street) Vehicles	5999	0	0	
Capital Outlay - (Parks) Project	5999	0	0	143,500
Capital Outlay - (Parks) Project	5999	0	0	0
Capital Outlay - (Parks) Project	5999	0		0
Capital Outlay - (Parks) Project	5999	0		0
Capital Outlay - (Parks) Project	5999	95,833	668,000	0
Capital Outlay - (Parks) Project	5999	0	0	0
Total Capital Outlay		255,013	2,635,051	1,983,444
Net Revenue Over Expenditures (including Capital Outlay)		189,865	0	0

**City of Taneytown
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2 - Utility Fund

(In Whole Numbers)

	GL Code	FY 2020 Current Year Actual at 12/31/2019	FY 2020 Total Budget	FY 2021 Budget Request
Operating Revenue				
Public Works	60			
Water	620			
Miscellaneous Reimbursement	4390	0	0	0
Water Service Fee	4500	457,265	841,000	845,000
Water Connection Fee	4505	33,750	0	0
Water Restoration Fee	4510	0	4,000	0
Water Late Payment	4515	29,024	36,000	36,000
Water Other Fees	4517	369	3,000	3,000
Water Standpipe Rental	4520	66,899	122,627	122,627
Water Miscellaneous	4530	0	0	0
Water Benefit Assessment	4535	245,408	0	0
EnerNoc Capacity Payments	4572	0	4,495	0
Interest Income - Savings	4605	62,720	90,000	90,000
Total Water		895,435	1,101,122	1,096,627
Sewer	630			
Miscellaneous Reimbursement	4390	0	0	0
Sewer Service Fee	4550	867,156	1,651,840	1,651,840
Sewer Connection Fee	4555	31,500	0	0
Sewer Benefit Assessment	4570	378,420	0	0
Interest Income Investment CD- GO Bonds	4606	0	0	0
Utility Fund Grants & Loans	4725	0	0	0
Total Sewer		1,277,076	1,651,840	1,651,840
Total Public Works		2,172,511	2,752,962	2,748,467
Budgeted Use of Fund Balance	4999	0	4,307,667	3,551,501
Total Operating Revenue		2,172,511	7,060,629	6,299,968

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2 - Utility Fund

(In Whole Numbers)

	GL Code	FY 2020 Current Year Actual at 12/31/2019	FY 2020 Total Budget	FY 2021 Budget Request
Expenditures				
Public Works	60			
Water	620			
Salaries	5000	65,949	233,433	243,629
Salaries Overtime	5005	8,804	14,393	15,100
Payroll Taxes	5100	5,615	18,959	19,793
Fringe Benefits	5105	37,659	27,426	42,786
Pension-Employer Contribution	5110	16,776	19,305	22,198
Workers Compensation	5115	1,655	5,113	5,100
Advertising	5200	0	500	0
Service Charges	5203	1,270	0	0
Dues & Subscriptions	5210	784	1,000	0
Insurance	5215	7,548	7,500	7,600
Materials & Supplies	5220	4,764	40,000	40,000
Water Meters, MXU's and Batteries	5221	32,332	100,000	100,000
Postage	5230	3,001	6,000	6,500
Printing	5235	0	900	900
Travel, Training & Education	5240	35	2,500	3,000
Electric/Fuel	5305	16,318	55,000	55,000
Equipment Purchase	5312	4,200	5,500	0
Gasoline	5315	0	5,000	5,000
Maintenance & Repairs	5320	17,935	30,000	40,000
Telephone/Communication	5325	4,178	7,700	8,000
Uniforms	5470	259	2,850	3,000
Water Standpipe Fund	5475	0	0	0
Software Support	5502	868	1,000	1,200
Consulting/Engineering	5505	2,304	18,000	18,000
Contractual	5510	11,448	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	1,088	5,000	5,000
Professional - Other	5525	302	725	725
Interest Expense	5550	0	89,710	83,576
Total Water		245,092	730,664	759,257
Sewer	630			
Salaries	5000	96,259	245,179	252,258
Salaries Overtime	5005	12,418	18,628	19,114
Payroll Taxes	5100	8,189	20,181	20,760
Fringe Benefits	5105	47,118	53,320	56,058
Pension-Employer Contribution	5110	17,718	20,276	23,031
Workers Compensation	5115	2,643	5,082	5,902
Advertising	5200	0	500	0
Dues & Subscriptions	5210	0	600	0

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2 - Utility Fund

(In Whole Numbers)

	GL Code	FY 2020 Current Year Actual at 12/31/2019	FY 2020 Total Budget	FY 2021 Budget Request
Insurance	5215	16,797	38,000	30,000
Materials & Supplies	5220	49,043	100,000	120,000
Postage	5230	0	500	1,000
Printing	5235	0	50	50
Travel, Training & Education	5240	572	2,500	2,500
Inflow and Infiltration	5301	0	20,000	20,000
Electric/Fuel	5305	54,800	140,000	140,000
Gasoline	5315	1,726	7,000	7,000
Maintenance & Repairs	5320	44,459	85,000	100,000
Telephone/Communication	5325	2,495	5,000	5,500
Vehicle Repairs	5330	1,068	3,000	5,000
Uniforms	5470	525	1,050	1,050
Software Support	5502	868	1,000	1,000
Consulting/Engineering	5505	1,607	18,000	18,000
Contractual	5510	26,968	100,000	100,000
IT/Computer	5515	0	2,000	2,000
Printers and Cartridges	5516	0	25	0
Equipment - IT	5518	0	125	0
Legal	5520	0	3,000	3,000
Professional Misc	5521	0	0	0
Professional - Other	5525	302	0	500
Interest Expense	5550	96,465	271,181	263,305
Gain/Loss on Disposal of Assets	5740	0	0	0
Total Sewer		482,040	1,161,197	1,197,028
Total Public Works		727,132	1,891,861	1,956,285
Total Water and Sewer Expenditures		727,132	1,891,861	1,956,285
Net Revenue Over Expenditures (prior to Capital Outlay)		1,445,379	5,168,768	4,343,683
Capital Outlay				
Debt Service - (Water) Principal	5999	0	266,428	272,937
Debt Service - (Sewer) Principal	5999	0	470,340	485,606
Capital Outlay - (Water) Robts Mill	5999	0	525,000	529,000
Capital Outlay - (Water) Tank	5999	0	700,000	175,000
Capital Outlay - (Water)WE Standpipe	5999	0	700,000	160,000
Capital Outlay - (Water) backhoe & Trailer	5999	0		100,000
Capital Outlay - (Sewer) Equipment	5999	0		20,000
Capital Outlay - (Sewer) Equipment	5999	0	2,000,000	2,090,140
Capital Outlay - (Sewer) Robts Mill	5999	0	507,000	511,000
Total Capital Outlay		0	5,168,768	4,343,683

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2 - Utility Fund

(In Whole Numbers)

	GL Code	FY 2020 Current Year Actual at 12/31/2019	FY 2020 Total Budget	FY 2021 Budget Request
Net Revenue Over Expenditures (including Capital Outlay)		1,445,379	0	0