CITY OF TANEYTOWN, MARYLAND

FISCAL YEAR 2021-2022
Ordinance No. 02-2021
OPERATING BUDGET

For the Period beginning July 1, 2021 through June 30, 2022

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

City Manager, James Wieprecht
Treasurer, Barri R. Avallone

Budget Ordinance No. 02-2021 introduced 03/03/21 and passed 04/12/ 2021

City of Taneytown

Ordinance No. 02-2021

Fiscal Year 2022 Budget Assumptions

for the period July 1, 2021 to June 30, 2022

Ordinance No. 02-2021 introduced 03/03/21 and passed 04/12/21

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 FY21 budget of $186,451
- County Tax Differential based on preliminary FY22 estimates from County. Finalized amounts after County Budget adopted.
- HUR Grant revised estimate for FY 2020 is $299,477 as of October, 2020
- Large decrease in Interest income projected. $45,000 less than original FY21 budget.
- State Police Protection Grant includes $96,167 based on FY21 amount
- Police Reimbursement Grants includes for Overtime patrols $5,000

Utility Fund (UF)

- Water Rates have not changed. Revenue increase based on 3 year average due to growth.
- Sewer Rates have not changed. Revenue increase based on 3 year average due to growth.

Budgeted Use of Fund Balance

- $267,600 - GF Open Space Fund Account - needed for Park Capital Outlay
- $2,365,658 – GF Balance - needed for additional Park Capital outlay, GF capital outlay and $115,737 operating costs.
- $4,318,959 - UF Balance - needed for capital outlay budget only, projects carried from FY21

Expenses

- **Salary Notes**
- **Re-allocation of Salary & Fringe benefits between General Fund and Utility Fund**
  - Includes 3% salary increase for 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 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. One Utility employee budgeted Streets 40% and Water 60%, based on 4 year actuals. New Assistant PW Director position created, budgeted 20% Street, 80% Water and Sewer. New entry level Water operator added.
- **Maryland State Retirement - Employer Contribution Rates**
  - Employee Pension System increases to 9.46% from 9.13% of Salaries - net increase of $4,491 (3.91%) over FY21 Budget
  - Law Enforcement Officers' Pension System decreased to 34.21% from 34.93% of Salaries - however, increase of $14,197 (5.69%) over FY21 budget, due to staff hrs change
- **Health Insurance Increase - 12.98%**
  - Based Insurance budget on our current carrier UHC, new rates are unavailable at this time approximate yearly cost to City is $316,473 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 $422,100 ($6,700 individual / $13,400 family) but we only budgeted $236,376 which is 56% of total liability based on employees current usage, budgeted to employee home department and not allocated

City of Taneytown

Ordinance No. 02-2021

Fiscal Year 2022

for the period July 1, 2021 to June 30, 2022

Ordinance No. 02-2021 introduced 03/03/21 and passed 04/12/21

Summary

General Fund

Revenue	FY21 - Revised	FY22 - Draft	(FY22 - FY21)
Local & State Tax	3,258,744	3,448,195	189,451
County	427,674	439,470	11,796
Finance Office	200	200	0
IT Dept	14,552	0	(14,552)
Clerk	32	32	0
Zoning & Code Enforcement	20,100	20,100	0
City Hall and Robers Mill / Headstart	99,747	600	(99,147)
Police	143,321	122,887	(20,434)
Streets	340,485	299,477	(41,008)
Parks & Recreation	91,168	211,097	119,929
Local	3,425	5,550	2,125
Open Space Impact Fee - Fund Balance Use (Parks)	212,372	267,600	55,228
Budgeted Use of Fund Balance	2,096,659	2,365,658	268,999
Total Revenue - General Fund	**$ 6,708,479**	**$ 7,180,866**	**$ 472,387**

Expenditures	FY21 - Revised	FY22 - Draft	(FY22 - FY21)
Mayor & Council	89,851	84,946	(4,905)
Finance Dept	204,111	224,675	20,564
City Manager	88,050	82,112	(5,938)
IT Dept	186,670	182,790	(3,880)
Clerks Office	93,434	93,217	(217)
Zoning & Code Enforcement	118,922	94,869	(24,053)
Economic Development	128,736	96,246	(32,490)
City Hall	218,318	162,462	(55,856)
Annex	7,575	7,890	315
Roberts Mill Facility (Head Start)	2,218	2,218	0
Public Safety	1,801,791	1,857,407	55,616
Streets	1,286,350	1,400,857	114,507
Storm Water Mgmt	15,000	30,000	15,000
Parks & Recreation	279,138	343,656	64,518
Debt Service (Principal)	124,042	85,831	(38,211)
Capital Outlay (City Hall)	194,871	0	(194,871)
Capital Outlay (IT)	8,000	15,000	7,000
Capital Outlay (Police)	240,000	92,500	(147,500)
Capital Outlay (Stormwater)	0	643,000	643,000
Capital Outlay (Streets Bridges RM)	1,327,902	1,065,074	(262,828)
Capital Outlay (Parks)	293,500	616,116	322,616
Total Expenditures - General Fund	**$ 6,708,479**	**$ 7,180,866**	**$ 472,387**
Net Revenue Over Expenditures - General Fund	$ -	$ -	$ -

Utility Fund

Revenue	FY21 - Revised	FY22 - Draft	(FY22 - FY21)
Water Service Fee	845,000	888,000	43,000
Water Restoration Fees	0	0	0
Water Late Payments & Other	64,000	48,000	(16,000)
Water Standpipe Rental	122,627	122,627	0
EnerNoc Capacity Payment	0	0	0
Interest Income	5,000	6,000	1,000
Sewer Service Fee	1,651,840	1,675,000	23,160
Budgeted Use of Fund Balance	3,681,501	4,318,959	637,458
Total Revenue - Utility Fund	**$ 6,369,968**	**$ 7,058,586**	**$ 688,618**

Expenditures	FY21 - Revised	FY22 - Draft	(FY22 - FY21)
Water	829,257	813,459	(15,798)
Sewer	1,197,028	1,347,328	150,300
Debt Service (Principal - Water)	272,937	278,553	5,616
Debt Service (Principal - Sewer)	485,606	507,496	21,890
Capital Outlay (Water)	964,000	1,011,000	47,000
Capital Outlay (Sewer)	2,621,140	3,100,750	479,610
Total Expenditures - Utility Fund	**$ 6,369,968**	**$ 7,058,586**	**$ 688,618**
Net Revenue Over Expenditures - Utility Fund	$ -	$ -	$ -

City of Taneytown

Budget - Ordinance No. 02-2021

Fiscal Year 2021

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

Ordinance No. 02-2021 introduced 03/03/21 and passed 04/12/21

Summary

General Fund

Revenue	
Local & State Tax	3,448,195
County	439,470
Finance Office	200
Clerk	32
Zoning & Code Enforcement	20,100
City Hall - Robers Mill / Headstart	600
Police	122,887
Streets	299,477
Parks & Recreation	211,097
Local	5,550
Park Impact Fees - Fund Balance Use	267,600
Budgeted Use of Fund Balance	2,365,658
Total Revenue - General Fund	**$ 7,180,866**
Expenditures	
Mayor & Council	84,946
Finance Dept	224,675
City Manager	82,112
IT Dept	182,790
Clerks Office	93,217
Zoning & Code Enforcement	94,869
Economic Development	96,246
City Hall	162,462
Annex	7,890
Roberts Mill Facility (Head Start)	2,218
Public Safety	1,857,407
Streets	1,400,857
Storm Water Mgmt	30,000
Parks & Recreation	343,656
Debt Service (Principal)	85,831
Capital Outlay (IT)	15,000
Capital Outlay (Stormwater)	643,000
Capital Outlay (Police)	92,500
Capital Outlay (Street)	1,065,074
Capital Outlay (Parks)	616,116
Total Expenditures - General Fund	**$ 7,180,866**
Net Revenue Over Expenditures - General Fund	**$ -**

Utility Fund

Revenue	
Water Service Fee	888,000
Water Restoration Fees	0
Water Late Payments & Other	48,000
Water Standpipe Rental	122,627
EnerNoc Capacity Payment	0
Interest Income	6,000
Sewer Service Fee	1,675,000
Budgeted Use of Fund Balance	4,318,959
Total Revenue - Utility Fund	**$ 7,058,586**
Expenditures	
Water	813,459
Sewer	1,347,328
Debt Service (Principal - Water)	278,553
Debt Service (Principal - Sewer)	507,496
Capital Outlay (Water)	1,011,000
Capital Outlay (Sewer)	3,100,750
Total Expenditures - Utility Fund	**$ 7,058,586**
Net Revenue Over Expenditures - Utility Fund	**$ -**

City of Taneytown
Operating & Capital for General Fund & Utility Fund
Quick Summary - FY22 Budget

General Fund												
Department	Department Name	FY22 Revenues Operating Budget	FY22 Expenditure Operating Budget Request	FY22 Net Revenue Over Expenditures (Operating)	FY22 Revenues Capital Budget	FY22 Expenditure Capital Equipment Request ($5K plus)	FY22 Expenditure Capital Project Request (Buildings, Infrastructure, & Improvements)	FY22 Capital Reserves - for future use	FY22 Expenditure Capital Principal Debt Payments	FY22 Total Capital Expenditures	FY22 Net Revenue Over Expenditures (Capital)	FTE (Full-time equivalents based on 2,080 hours) Employees by Department
70-700	Local Tax Revenue	2,793,195	0	2,793,195		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	439,470	0	439,470		0	0	0	0	0	0	
90-700	Local Revenue	5,550	0	5,550		0	0	0	0	0	0	
10-100	Mayor & Council	0	84,946	(84,946)	0	0	0	0	0	0	0	6.00
10-105	Finance	200	224,675	(224,475)	0	0	0	0	0	0	0	2.10
10-110	City Manager	0	82,112	(82,112)	0	0	0	0	0	0	0	0.50
10-115	IT	0	182,790	(182,790)	0	15,000	0	0	0	15,000	(15,000)	1.80
10-120	Clerk	32	93,217	(93,185)	0	0	0	0	0	0	0	1.00
20-200	Zoning	20,100	75,519	(55,419)	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	11,040	(11,040)	0	0	0	0	0	0	0	0.00
30-300	Economic Development	0	96,246	(96,246)	0	0	0	0	0	0	0	1.00
40-400	City Hall	0	162,462	(162,462)	0	0	0		85,831	85,831	(85,831)	0.00
40-420	Annex	0	7,890	(7,890)	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	122,887	1,794,041	(1,671,154)	0	92,500	0	0	0	92,500	(92,500)	15.00
50-510	Police Secretary	0	54,634	(54,634)	0	0	0	0	0	0	0	1.00
50-520	Crossing Guard	0	8,732	(8,732)	0	0	0	0	0	0	0	0.23
60-600	Streets	299,477	1,400,857	(1,101,380)	0	90,074	975,000	0	0	1,065,074	(1,065,074)	5.35
60-605	Storm Water	0	30,000	(30,000)	0	0	0	0	0	0	0	0.00
60-610	Parks	211,097	343,656	(132,559)	267,600	0	602,516	0	0	602,516	(334,916)	1.55
99-999	Fund Balance	2,365,658	0	2,365,658	0	0	0	0	0	0	0	
Total GF		**6,913,266**	**4,663,345**	**2,249,921**	**267,600**	**197,574**	**1,577,516**	**0**	**85,831**	**1,860,921**	**(1,593,321)**	**36.53**

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	1,064,627	813,459	251,168		0	1,011,000	0	278,553	1,289,553	(1,289,553)	4.82
60-630	Sewer	1,675,000	1,347,328	327,672		504,750	2,526,000	0	507,496	3,538,246	(3,538,246)	4.88
99-999	Fund Balance			0	4,318,959						4,318,959	
Total UF		**2,739,627**	**2,160,787**	**578,840**	**4,318,959**	**504,750**	**3,537,000**	**0**	**786,049**	**4,827,799**	**(508,840)**	**9.70**
Total UF & GF		**9,652,893**	**6,824,132**	**2,828,761**	**4,586,559**	**702,324**	**5,114,516**	**0**	**871,880**	**6,688,720**	**(2,102,161)**	**46.23**

City of Taneytown
General Fund
Ordinance No. 02-2021
Fiscal Year 2022
for the period July 1, 2021 to June 30, 2022
Ordinance No. 02-2021 introduced March 3, 2021 and passed April 12, 2021

000 - Non Applicable
1 - General Fund
(In Whole Numbers)

	GL Code	FY 2021 Current Year Actual at 12/31/2020	FY 2021 Total Budget	FY 2022 Budget Request
Operating Revenue				
City Hall	**90**			
City Hall	**400**			
Miscellaneous Reimbursement	4390		0	0
Total City Hall		0	0	0
Tax Revenue	**70**			
Local Revenue	**700**			
Real Estate Taxes Current Yr.	4002	1,243,625	2,452,744	2,639,195
Corporate Business Tax	4005	116,600	139,000	139,000
Tax Penalty/Interest	4010	1,907	12,000	15,000
Total Local Revenue		**1,362,132**	**2,603,744**	**2,793,195**
State Tax Revenue	**710**			
State Admission Tax	4100	256	5,000	5,000
State Income Tax	4110	357,683	650,000	650,000
Total State Tax Revenue		**357,939**	**655,000**	**655,000**
Total Tax Revenue		**1,720,071**	**3,258,744**	**3,448,195**
County Revenue	**80**			
County Revenue	**800**			
Beer & Wine	4200	0	2,500	2,500
Traders License	4205	579	12,500	12,500
Cable TV Franchise	4210	50,169	78,100	90,000
Financial Corporations	4215	0	0	0
Building Permits	4220	3,297	2,200	2,200
Road Levy	4225	4,716	4,716	4,818
Tax Differential	4230	327,676	327,658	327,452
Total County Revenue		**386,437**	**427,674**	**439,470**
Total County Revenue		**386,437**	**427,674**	**439,470**
Local Revenue	**90**			
Finance	**105**			
Solicitors License	4315	0	200	200
Total Finance Office		**0**	**200**	**200**
Clerk	**120**			
Miscellaneous	4385	2	32	32
Total Clerk Dept		**2**	**32**	**32**

City of Taneytown
General Fund
Ordinance No. 02-2021
Fiscal Year 2022
for the period July 1, 2021 to June 30, 2022
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000 - Non Applicable
1 - General Fund
(In Whole Numbers)

	GL Code	FY 2021 Current Year Actual at 12/31/2020	FY 2021 Total Budget	FY 2022 Budget Request
Zoning	**200**			
Zoning Fees	4335	3,703	2,600	2,600
Non-Refundable Developer Fees	4347	0	2,500	2,500
Total Zoning		**3,703**	**5,100**	**5,100**
Code Enforcement	**210**			
Appeals Board Fees	4350	70	0	0
Code Enforcement Fines	4370	160	15,000	15,000
Total Code Enforcement		**230**	**15,000**	**15,000**
City Hall	**400**			
Insurance Claims	4395	42,416	42,416	
		42,416	**42,416**	**0**
City Hall - Roberts Mill / Headstart	**430**			
Rental Income	4313	300	600	600
Total City Hall - Roberts Mill / Headstart		**300**	**600**	**600**

City of Taneytown
General Fund
Ordinance No. 02-2021
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1 - General Fund
(In Whole Numbers)

	GL Code	FY 2021 Current Year Actual at 12/31/2020	FY 2021 Total Budget	FY 2022 Budget Request
Police	**500**			
State Police Protection	4105	24,047	95,715	96,187
Public Safety Impact Fee	4325	12,800	0	0
Police Reports/Towing	4355	1,135	6,000	6,000
Public Parking Facility	4360	2,803	7,000	7,000
Parking Fines/Forfeits	4365	1,350	5,700	5,700
Police Reimbursement	4380	1,128	5,000	5,000
Auction Proceeds	4384	0	3,000	3,000
Miscellaneous Revenue	4385	459	0	
Donations	4396	0	0	0
Total Police		**43,722**	**122,415**	**122,887**
Streets	**600**			
State Highway User (**HUR**)	4114	31,834	318,201	299,477
Block Party Fees	4326	0	0	0
Insurance Claims	4395	340		
Total Streets		**32,174**	**318,201**	**299,477**
Parks & Recreation	**610**			
Park Fees	4300	1,210	6,500	6,500
Rental Income	4313	0	3,500	3,500
Open Space Impact Fee (Parks)	4330	130,000	0	0
Interest Income - Savings	4605	18	40	36
Total Parks & Recreation		**131,228**	**10,040**	**10,036**
Local Revenue	**700**			
Local Amusement Tax	4320	0	250	250
Auction Proceeds	4384	0		
Interest Income - Checking	4600	1,325	3,000	5,000
Interest Income - Developer Escrow	4607	345	175	300
Total Local Revenue		**1,670**	**3,425**	**5,550**
Total Local Revenue		**255,445**	**517,429**	**458,882**

City of Taneytown
General Fund
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Fiscal Year 2022
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1 - General Fund
(In Whole Numbers)

	GL Code	FY 2021 Current Year Actual at 12/31/2020	FY 2021 Total Budget	FY 2022 Budget Request
Grant Revenue	**95**			
IT Dept	**115**			
Grants	4711	14,552	14,552	0
Total IT Dept		**14,552**	**14,552**	**0**
Economic Development	**300**			
EDC Grants	4369	0	0	0
Total Economic Development		**0**	**0**	**0**
City Hall	**400**			
CRF Grant	4711	56,731	56,731	
		56,731	**56,731**	
Police	**500**			
Police Grants	4367	0	0	0
CRF Grant	4711	20,906	20,906	
Total Police Grants		**20,906**	**20,906**	**0**
Streets	**600**			
Grants	4711	0	22,284	
Total Streets Grants		**0**	**22,284**	**0**
Parks & Recreation	**610**			
Grants	4711	0	81128	201061
Total Parks & Recreation Grants		**0**	**81,128**	**201,061**
Fund Wide	**99**			
Parks & Recreation	**610**			
Budgeted Use of Fund Balance - **Open Space (Park Impact Fees)**	4999	0	212,372	267,600
Total Fund Parks & Rec		**0**	**212,372**	**267,600**
Fund Wide	**99**			
Fund Wide	**999**			
Budgeted Use of Fund Balance	4999	0	2,096,659	2,365,658
Total Fund Wide		**0**	**2,096,659**	**2,365,658**
Total Operating Revenue		**2,454,142**	**6,708,479**	**7,180,866**

City of Taneytown
General Fund
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(In Whole Numbers)

	GL Code	FY 2021 Current Year Actual at 12/31/2020	FY 2021 Total Budget	FY 2022 Budget Request
Expenditures				
Administration	**10**			
Mayor and Council	**100**			
Salaries	5000	14,000	28,000	28,000
Payroll Taxes	5100	1,071	2,142	2,142
Pension-Employer Contribution	5110	2,556	2,556	2,649
Workers Compensation	5115	10	53	55
Unemployment Expense	5117	103	0	
Advertising	5200	0	0	0
Donations	5205	0	500	500
Employee Relations	5207	0	1,500	1,500
Dues & Subscriptions	5210	8,103	9,000	9,000
Materials & Supplies	5220	119	2,000	2,000
Postage	5230	26	600	600
Printing	5235	0	1,000	1,000
Travel, Training & Education	5240	380	14,000	9,000
Telephone/Communication	5325	127	500	500
IT/Computer	5515	0	1,500	1,500
Legal	5520	4,305	25,000	25,000
Professional - Other	5525	394	1,500	1,500
Settlement	5526	0	0	0
Total Mayor and Council		**31,194**	**89,851**	**84,946**
Finance Dept	**105**			
Salaries	5000	64,337	108,634	111,769
Salaries Overtime	5005	0	3,816	3,931
Payroll Taxes	5100	4,802	8,602	8,851
Fringe Benefits	5105	43,814	58,054	71,173
Pension-Employer Contribution	5110	9,593	9,895	10,561
Workers Compensation	5115	84	1,700	180
Advertising	5200	0	1,000	1,000
Service Charges	5203	1,148	2,700	2,700
Dues & Subscriptions	5210	0	210	210
Insurance	5215	2,691	1,100	2,700
Materials & Supplies	5220	602	1,000	1,000
Postage	5230	0	0	3,000
Travel, Training & Education	5240	0	4,500	4,500
Accounting/Audit	5500	0	0	0
Legal	5520	0	2,500	2,500
Professional - Other	5525	262	400	600
Total Finance Dept		**127,333**	**204,111**	**224,675**

City of Taneytown
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1 - General Fund

(In Whole Numbers)

	GL Code	FY 2021 Current Year Actual at 12/31/2020	FY 2021 Total Budget	FY 2022 Budget Request
City Manager	**110**			
Salaries	5000	32,506	49,945	46,163
Salaries Overtime	5005		0	0
Payroll Taxes	5100	2,487	3,821	3,531
Fringe Benefits	5105	3,832	15,864	18,287
Pension-Employer Contribution	5110	0	4,560	4,331
Workers Compensation	5115	1,002	2,500	2,500
Dues & Subscriptions	5210	0	1,260	1,300
Insurance	5215	673	1,800	700
Materials & Supplies	5220	49	300	300
Postage	5230	1,162	3,000	0
Travel, Training & Education	5240		2,500	2,500
Telephone/Communication	5325		600	600
Legal	5520	443	1,500	1,500
Professional Misc	5521		0	
Professional - Other	5525	66	400	400
Total City Manager		**42,220**	**88,050**	**82,112**
IT Dept	**115**			
Salaries	5000	36,580	73,424	75,185
Salaries Overtime	5005	3,670	5,874	6,015
Payroll Taxes	5100	3,039	6,066	6,212
Fringe Benefits	5105	5,598	12,618	20,105
Pension-Employer Contribution	5110	6,506	6,704	7,113
Workers Compensation	5115	980	2,028	2,000
Service Charges	5203	39	0	
Dues & Subscriptions	5210	0	360	360
Insurance	5215	1,345	725	1,350
Materials & Supplies	5220	268	1,000	1,000
Postage	5230	37	50	50
Travel, Training & Education	5240	0	2,000	2,000
Telephone/Communication	5325	1,808	4,700	4,700
Software Support	5502	18,760	20,100	23,500
User Support - IT	5503	0	10,000	10,000
Cserver Monitoring and Maintenance	5504	0	1,680	0
Website Maintenance	5506	1,200	2,000	2,000
Printers and Cartridges	5516	2,869	8,500	8,500
Antivirus	5517	0	1,400	0
Equipment - IT	5518	16,475	26,741	12,000
Legal	5520	0	500	500
Professional - Other	5525	131	200	200
Total IT Dept		**99,305**	**186,670**	**182,790**

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	GL Code	FY 2021 Current Year Actual at 12/31/2020	FY 2021 Total Budget	FY 2022 Budget Request
Clerks Office	**120**			
Salaries	5000	22,625	46,320	48,084
Payroll Taxes	5100	1,684	3,543	3,678
Fringe Benefits	5105	6,294	14,642	15,382
Pension-Employer Contribution	5110	4,104	4,229	4,513
Workers Compensation	5115	24	60	60
Advertising	5200	4,377	5,000	5,000
Service Charges	5203	29		
Dues & Subscriptions	5210	119	450	450
Insurance	5215	673	620	700
Materials & Supplies	5220	65	600	600
Printing	5235	0	600	600
Travel, Training & Education	5240	0	500	500
Charter/Code	5405	739	5,000	5,000
Election	5425	0	3,220	
Contractual	5510	2,292	4,950	4,950
Legal	5520	0	3,000	3,000
Professional - Other	5525	299	700	700
Total Clerks Office		**43,324**	**93,434**	**93,217**
Total Administration		**343,376**	**662,116**	**667,740**
Zoning & Code Enforcement	**20**			
Zoning	**200**			
Salaries	5000	8,274	58,677	46,319
Payroll Taxes	5100	633	4,489	3,543
Fringe Benefits	5105	2,941	17,209	12,800
Pension-Employer Contribution	5110	5,199	5,357	4,382
Workers Compensation	5115	252	1,360	1,360
Advertising	5200	0	300	300
Dues & Subscriptions	5210	0	400	400
Insurance	5215	673	575	675
Materials & Supplies	5220	62	200	200
Printing	5235	0	150	150
Travel, Training & Education	5240	0	1,000	1,000
Telephone/Communication	5325	127	740	740
Consulting/Engineering	5505	0	2,000	2,000
Legal	5520	150	1,500	1,500
Professional - Other	5525	33	150	150
Certified Investment Expenditure Payment (CIE)	5531	0	5,000	0
Freeze Incentive Payment (FI)	5532	0	500	0
Total Zoning		**18,344**	**99,607**	**75,519**

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	GL Code	FY 2021 Current Year Actual at 12/31/2020	FY 2021 Total Budget	FY 2022 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	1,370	0	0
Consulting/Engineering	5505	0	1,500	1,500
Legal	5520	645	3,500	3,500
Total Planning and Zoning Commission		**2,855**	**8,310**	**8,310**
Code Enforcement	**210**			
Insurance	5215	555	525	560
Gasoline	5315	51	980	980
Vehicle Repairs	5330	0	500	500
Code Enforcement Professional Fees	5410	0	500	500
Code Enforcement Remediation	5415	90	7,000	7,000
Legal	5520	38	1,500	1,500
Total Code Enforcement		**734**	**11,005**	**11,040**
Total Zoning & Code Enforcement		**21,933**	**118,922**	**94,869**
Economic Development	**30**			
Economic Development	**300**			
Salaries	5000	11,487	53,697	46,319
Payroll Taxes	5100	879	4,108	3,543
Fringe Benefits	5105	6,396	22,805	8,516
Pension-Employer Contribution	5110	4,757	4,903	4,382
Workers Compensation	5115	333	1,222	1,360
Advertising	5200	0	3,000	3,000
Donations	5205	0	1,000	1,000
Dues & Subscriptions	5210	0	1,000	1,000
EDC-Main Street Program	5212	0	10,000	10,000
Insurance	5215	673	575	700
Materials & Supplies	5220	0	1,000	1,000
Postage	5230	1,673	6,000	6,000
Printing	5235	0	3,000	3,000
Travel, Training & Education	5240	0	0	1,500
Consulting/Engineering	5505	0	500	500
Legal	5520	210	400	400
Marketing Initiative	5522	330	15,000	3,500
Professional - Other	5525	33	526	526
Total Economic Development		**26,771**	**128,736**	**96,246**

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City Hall	**40**			
City Hall	**400**			
Donations	5205	1,000	27,000	27,000
Employee Relations	5207	425	1,800	1,800
Insurance	5215	443	420	420
Materials & Supplies	5220	5,875	2,800	2,800
Printing	5235	184	500	600
Electric/Fuel	5305	1,678	3,500	3,500
Equipment Purchase	5312	57,167	62,731	6,000
Maintenance & Repairs	5320	2,679	10,000	10,000
Telephone/Communication	5325	1,964	3,927	3,927
PEG Cable TV Franchise	5435	20,068	40,000	42,000
Accounting/Audit	5500	14,148	18,000	18,000
Contractual	5510	6,120	4,200	6,400
Legal	5520	128	800	800
Interest Expense	5550	8,952	38,640	35,215
Bad Debt Expense	5800	0	4,000	4,000
City Hall		**120,831**	**218,318**	**162,462**
City Hall - Annex	**420**			
Insurance	5215	282	275	290
Materials & Supplies	5220	272	1,000	1,300
Electric/Fuel	5305	775	2,800	2,800
Maintenance & Repairs	5320	0	2,500	2,500
Contractual	5510	881	1,000	1,000
Legal	5520	0	0	0
City Hall - Annex		**2,210**	**7,575**	**7,890**
Roberts Mill Facility (Head Start)	**430**			
Insurance	5215	225	218	218
Electric/Fuel	5305	506	0	0
Maintenance & Repairs	5320	0	2,000	2,000
Contractual	5510	0	0	0
Roberts Mill Facility (Head Start)		**731**	**2,218**	**2,218**
Total City Hall		**123,772**	**228,111**	**172,570**

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	GL Code	FY 2021 Current Year Actual at 12/31/2020	FY 2021 Total Budget	FY 2022 Budget Request
Public Safety	**50**			
Police	**500**			
Salaries	5000	409,296	837,972	866,987
Salaries Overtime	5005	36,339	73,352	56,585
Special Events Overtime	5006	732	12,000	12,000
Salaries-P.D. Shift Differential	5010	7,495	13,000	13,000
Salaries - P.D. Court Time	5015	5,856	31,000	31,000
Payroll Taxes	5100	34,596	70,259	74,937
Fringe Benefits	5105	65,312	159,595	175,865
Pension-Employer Contribution	5110	216,687	249,170	263,367
Workers Compensation	5115	23,049	44,000	50,000
Advertising	5200	0	1,000	1,000
Employee Appreciation	5207	1,000	1,000	1,000
Dues & Subscriptions	5210	0	150	150
Insurance	5215	25,491	28,500	27,000
Materials & Supplies	5220	3,257	15,000	15,000
Postage	5230	325	100	100
Printing	5235	190	300	300
Travel, Training & Education	5240	2,401	11,250	11,250
Building Maintenance	5300	682	10,000	10,000
Electric/Fuel	5305	2,130	12,000	12,000
Equipment Purchase	5312	496	10,000	10,000
Gasoline	5315	10,298	45,000	45,000
Maintenance & Repairs	5320	3,326	5,000	5,000
Telephone/Communication	5325	5,099	14,000	15,500
Vehicle Repairs	5330	5,802	21,000	21,000
Police Radios/Operating Equipment	5440	924	11,000	11,000
Police State of Emergency	5442	0	500	500
Towing/Impoundment	5465	1,235	8,000	8,000
Uniforms	5470	9,699	9,000	9,000
Safety Program Implementation	5490	1,596	8,000	8,000
Contractual	5510	8,163	16,000	16,000
IT/Computer	5515	1,078	14,500	14,500
Legal	5520	2,205	4,000	4,000
Professional - Other	5525	882	5,000	5,000
Total Police		**885,641**	**1,740,648**	**1,794,041**

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Police Secretary	**510**			
Salaries	5000	18,014	36,892	37,985
Salaries Overtime	5005	0	233	321
Payroll Taxes	5100	1,378	2,840	2,930
Fringe Benefits	5105	5,024	11,037	11,865
Pension-Employer Contribution	5110	0	0	0
Workers Compensation	5115	402	858	858
Insurance	5215	673	620	675
Professional - Other	5525	0	180	0
Total Police Secretary		**25,491**	**52,660**	**54,634**
Crossing Guard	**520**			
Salaries	5000	3,215	7,787	8,019
Payroll Taxes	5100	246	596	613
Workers Compensation	5115	64	100	100
Insurance	5215	0	0	0
Total Crossing Guard		**3,525**	**8,483**	**8,732**
Total Public Safety		**914,657**	**1,801,791**	**1,857,407**

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	GL Code	FY 2021 Current Year Actual at 12/31/2020	FY 2021 Total Budget	FY 2022 Budget Request
Public Works	**60**			
Streets	**600**			
Salaries	5000	129,027	236,491	274,427
Salaries Overtime	5005	7,093	17,752	19,289
Payroll Taxes	5100	10,231	19,450	22,508
Fringe Benefits	5105	27,608	70,416	72,377
Pension-Employer Contribution	5110	18,116	21,546	25,961
Workers Compensation	5115	2,449	5,070	5,070
Advertising	5200	1,971	300	0
Insurance	5215	5,591	4,700	5,600
Materials & Supplies	5220	8,377	30,000	30,000
Travel, Training & Education	5240	0	300	300
Electric/Fuel	5305	26,167	95,000	95,000
Equipment Purchase	5312	4,163	10,000	10,000
Gasoline	5315	4,442	12,000	12,000
Maintenance & Repairs	5320	22,738	35,000	45,000
Maintenance & Repair HUR	5321	20,200		
Telephone/Communication	5325	127	2,100	2,100
Vehicle Repairs	5330	8,189	20,000	20,000
Snow/Ice Removal	5450	7,774	80,000	80,000
Solid Waste/Recycling	5455	177,451	570,000	625,000
Street Sweeping	5460	6,821	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	262	725	725
Total Streets		**488,835**	**1,286,350**	**1,400,857**

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	GL Code	FY 2021 Current Year Actual at 12/31/2020	FY 2021 Total Budget	FY 2022 Budget Request
Storm Water Management	**605**			
Consulting and Engineering	5505	1,647	5,000	10,000
Legal	5520	0	0	0
Maintenance and Repairs	5320	0	10,000	20,000
Total Storm Water Management		**1,647**	**15,000**	**30,000**
Parks & Recreation	**610**			
Salaries	5000	34,309	73,000	76,595
Salaries Overtime	5005	323	1,917	1,979
Payroll Taxes	5100	2,532	5,731	6,011
Fringe Benefits	5105	13,745	19,985	20,890
Pension-Employer Contribution	5110	6,157	6,665	7,246
Workers Compensation	5115	486	900	980
Advertising	5200	68	500	500
Service Charges	5203	210	420	420
Dues & Subscriptions	5210	35	100	135
Recreation Events	5213	12,952	15,000	21,175
Insurance	5215	3,202	3,100	3,500
Materials & Supplies	5220	7,296	15,000	46,800
Printing	5235	0	100	100
Travel, Training & Education	5240	0	1,500	1,500
Electric/Fuel	5305	2,392	18,000	15,000
Gasoline	5315	0	100	100
Maintenance & Repairs	5320	16,943	33,000	49,800
Telephone/Communication	5325	127	620	300
Mowing	5452	26,735	65,000	69,000
Consulting/Engineering	5505	252	4,000	4,000
Contractual	5510	5,005	13,500	15,000
Legal	5520	1,043	1,000	2,500
Professional/Other	5525	66		125
Total Parks & Recreation		**133,878**	**279,138**	**343,656**
Total Public Works		**624,360**	**1,580,488**	**1,774,513**
Total Operating Expenditures		2,054,869	4,520,164	4,663,345
Net Revenue Over Expenditures (prior to Capital Outlay)		399,273	2,188,315	2,517,521

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	GL Code	FY 2021 Current Year Actual at 12/31/2020	FY 2021 Total Budget	FY 2022 Budget Request
Capital Outlay				
Debt Service - (City Hall) Principal	5999	191,956	124,042	85,831
Capital Outlay - (IT) Project	5999	10,389	8,000	15,000
Capital Outlay - (City Hall) Renovation	5999	3,197	194,871	0
Capital Outlay - (IT) Project	5999	0	0	
Capital Outlay - (Police) Vehicles	5999	221,612	240,000	92,500
Capital Outlay - (Stormwater) Project	5999	0	0	643,000
Capital Outlay - (Street) Project	5999	0	118,962	
Capital Outlay - (Street) Project	5999	160,251	1,100,000	975,000
Capital Outlay - (Street) Project	5999	27,855	27,855	
Capital Outlay - (Street) Vehicles	5999	73,498	81,085	90,074
Capital Outlay - (Street) Vehicles	5999	0	0	
Capital Outlay - (Parks) Project	5999	156,459	293,500	300,000
Capital Outlay - (Parks) Project	5999	0	0	120,000
Capital Outlay - (Parks) Project	5999	0		69,940
Capital Outlay - (Parks) Project	5999	0		102,210
Capital Outlay - (Parks) Project	5999	0	0	10,366
Capital Outlay - (Parks) Project	5999	0	0	13,600
Total Capital Outlay		**845,217**	**2,188,315**	**2,517,521**
Net Revenue Over Expenditures (including Capital Outlay)		(445,944)	0	0

City of Taneytown
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2 - Utility Fund
(In Whole Numbers)

	GL Code	FY 2021 Current Year Actual at 12/31/2020	FY 2021 Total Budget	FY 2022 Budget Request
Operating Revenue				
Public Works	**60**			
Water	**620**			
Miscellaneous Reimbursement	4390	0	0	0
Insurance Claims	4395	25,000	25,000	
Water Service Fee	4500	484,859	845,000	888,000
Water Connection Fee	4505	69,000	0	0
Water Restoration Fee	4510		0	0
Water Late Payment	4515	19,758	36,000	45,000
Water Other Fees	4517		3,000	3,000
Water Standpipe Rental	4520	58,150	122,627	122,627
Water Miscellaneous	4530		0	0
Water Benefit Assessment	4535		0	0
EnerNoc Capacity Payments	4572		0	0
Interest Income - Savings	4605	2,758	5,000	6,000
Total Water		**659,525**	**1,036,627**	**1,064,627**
Sewer	**630**			
Miscellaneous Reimbursement	4390		0	0
Sewer Service Fee	4550	884,723	1,651,840	1,675,000
Sewer Connection Fee	4555	69,750	0	0
Sewer Benefit Assessment	4570		0	0
Interest Income Investment CD- GO Bonds	4606		0	0
Utility Fund Grants & Loans	4725	0	0	0
Total Sewer		**954,473**	**1,651,840**	**1,675,000**
Total Public Works		**1,613,998**	**2,688,467**	**2,739,627**
			0	
Budgeted Use of Fund Balance	4999	0	3,681,501	4,318,959
Total Operating Revenue		**1,613,998**	**6,369,968**	**7,058,586**

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	GL Code	FY 2021 Current Year Actual at 12/31/2020	FY 2021 Total Budget	FY 2022 Budget Request
Expenditures				
Public Works	**60**			
Water	**620**			
Salaries	5000	81,430	243,629	242,333
Salaries Overtime	5005	12,076	15,100	12,020
Payroll Taxes	5100	7,005	19,793	19,458
Fringe Benefits	5105	20,761	42,786	52,455
Pension-Employer Contribution	5110	19,068	22,198	22,925
Workers Compensation	5115	1,740	5,100	3,600
Advertising	5200		0	500
Service Charges	5203	1,148	0	0
Dues & Subscriptions	5210	788	0	1,000
Insurance	5215	7,433	7,600	7,600
Materials & Supplies	5220	16,270	40,000	40,000
Water Meters, MXU's and Batteries	5221	25,768	100,000	100,000
Postage	5230	3,102	6,500	6,500
Printing	5235		900	900
Travel, Training & Education	5240		3,000	3,000
Electric/Fuel	5305	19,907	55,000	55,000
Equipment Purchase	5312	29,925	0	5,500
Gasoline	5315		5,000	5,000
Maintenance & Repairs	5320	78,903	110,000	80,000
Telephone/Communication	5325	5,458	8,000	9,000
Uniforms	5470	533	3,000	3,000
Water Standpipe Fund	5475		0	0
Software Support	5502	572	1,200	2,500
Consulting/Engineering	5505	14,251	18,000	25,000
Contractual	5510	11,050	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	83	5,000	5,000
Professional - Other	5525	317	725	725
Interest Expense	5550	21,152	83,576	77,293
Total Water		**378,740**	**829,257**	**813,459**

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Sewer	**630**			
Salaries	5000	117,251	252,258	268,931
Salaries Overtime	5005	13,324	19,114	19,495
Payroll Taxes	5100	9,765	20,760	22,093
Fringe Benefits	5105	30,699	56,058	67,716
Pension-Employer Contribution	5110	20,138	23,031	25,441
Workers Compensation	5115	2,729	5,902	5,902
Advertising	5200	499	0	0
Dues & Subscriptions	5210	240	0	600
Insurance	5215	44,638	30,000	45,000
Materials & Supplies	5220	83,151	120,000	150,000
Postage	5230	164	1,000	1,000
Printing	5235	0	50	50
Travel, Training & Education	5240	0	2,500	2,500
Inflow and Infiltration	5301	0	20,000	20,000
Electric/Fuel	5305	55,591	140,000	140,000
Equipment Purchase	5312			20,000
Gasoline	5315	1,305	7,000	7,000
Maintenance & Repairs	5320	18,379	100,000	120,000
Telephone/Communication	5325	1,727	5,500	5,500
Vehicle Repairs	5330	3,279	5,000	5,000
Uniforms	5470	574	1,050	1,050
Software Support	5502	572	1,000	2,500
Consulting/Engineering	5505	24,986	18,000	35,000
Contractual	5510	62,460	100,000	120,000
IT/Computer	5515		2,000	2,000
Printers and Cartridges	5516		0	500
Equipment - IT	5518		0	0
Legal	5520	1,500	3,000	10,000
Professiona Misc	5521		0	0
Professional - Other	5525	262	500	500
Interest Expense	5550	93,448	263,305	249,550
Gain/Loss on Disposal of Assets	5740		0	0
Total Sewer		**586,681**	**1,197,028**	**1,347,328**
Total Public Works		**965,421**	**2,026,285**	**2,160,787**
Total Water and Sewer Expenditures		**965,421**	**2,026,285**	**2,160,787**
Net Revenue Over Expenditures (prior to Capital Outlay)		648,577	4,343,683	4,897,799

City of Taneytown
Utility Fund
Fiscal Year 2022
for the period July 1, 2021 to June 30, 2022
Ordinance No. 02-2021 introduced March 3, 2021 and passed April 12, 2021

000 - Non Applicable
2 - Utility Fund
(In Whole Numbers)

	GL Code	FY 2021 Current Year Actual at 12/31/2020	FY 2021 Total Budget	FY 2022 Budget Request
Capital Outlay				
Debt Service - (Water) Principal	5999	0	272,937	278,553
Debt Service - (Sewer) Principal	5999	0	485,606	507,496
Capital Outlay - (Water) Robts Mill	5999	0	529,000	611,000
Capital Outlay - (Water) Tank	5999	0	175,000	200,000
Capital Outlay - (Water)WE Standpipe	5999	0	160,000	200,000
Capital Outlay - (Water) backhoe & Trailer	5999	72,537	100,000	0
Capital Outlay - (Sewer) meadowbk	5999	0	20,000	725,150
Capital Outlay - (Sewer) Vehicle	5999			70,000
Capital Outlay - (Sewer) Equipment	5999	205,900	2,090,140	1,779,600
Capital Outlay - (Sewer) Robts Mill	5999	0	511,000	526,000
Total Capital Outlay		**278,437**	**4,343,683**	**4,897,799**
Net Revenue Over Expenditures (including Capital Outlay)		370,140	0	0