

TOWN OF PITTSVILLE
FY24 Municipal Operating Budget
July 1, 2023-June 30, 2024

ORDINANCE # 2023-01

AN ORDINANCE OF THE TOWN OF PITTSVILLE TO ADOPT THE MUNICIPAL OPERATING BUDGET COMMENCING ON JULY 1, 2023, AND ENDING JUNE 30, 2024 FOR FISCAL YEAR 2024

WHEREAS, the Commissioners of the Town of Pittsville have reviewed the revenue and expenses projected for the July 1, 2023 to June 30, 2024 fiscal year, in order to adopt the municipal operating budget for that time period., and

WHEREAS, the Commissioners of the Town of Pittsville have adopted the following tax rates as such: \$.2875 per \$100 of assessed value for all real estate property within the town limits and \$.90 per \$100 of assessed corporate property within the town limits


NOW, THEREFORE BE IT HEREBY ENACTED AND ORDAINED by the Commissioners of Pittsville, Maryland that the Municipal Operating Budget for the fiscal year beginning July 1, 2023 and ending June 30, 2024 is attached hereto shall be and is hereby adopted.

AND BE IT FURTHER RESOLVED, ENACTED AND ORDAINED by the Commissioners of the Town of Pittsville, Maryland that this budget shall take effect from and after the date of its final passage.

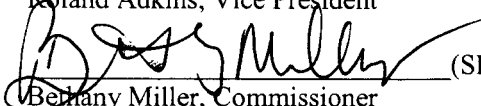
The above ordinance was introduced and read by the Commissioners of the Town of Pittsville at the monthly meeting held on May 22, 2023 thereafter a statement/public notice of the substance of this Ordinance having been duly advertised per the Town Charter, with a public hearing held on June 20, 2023 was finally adopted on June 20, 2023.

ATTEST:


Erica M. Witz, Town Attorney


Sean McHugh, President (SEAL)

Roland Adkins, Vice President (SEAL)


Bethany Miller, Commissioner (SEAL)

John Palmer, Commissioner (SEAL)


David Carozza, Commissioner (SEAL)

**Town of Pittsville
General Operating Budget
July 1, 2023 To June 30, 2024**

Revenues

Real Estate Taxes	\$ 285,000.00
Corporate Property Taxes	\$ 60,000.00
State Income Tax	\$ 140,000.00
Franchise Fees	\$ 20,000.00
County Shared Taxes	\$ 350.00
Business Licenses / Permits	\$ 7,500.00
Interest Income/MLGIP	\$ 45,000.00
Miscellaneous Income	\$ 5,000.00
State Police Aid	\$ 9,000.00
Traffic Violations	\$ 6,000.00
CDBG Grant/ TMCR	\$ 50,000.00
Speed Camera Program	\$ 70,000.00
Rental Housing Licenses	\$ 15,000.00
FY 23 Surplus	\$ 413,133.00

Total Revenues

\$ 1,125,983.00

Expenses

Salaries	\$ 138,955.00
FICA	\$ 10,630.00
Health Insurance	\$ 25,000.00
Operating Expense	\$ 6,000.00
Retirement Expense	\$ 15,102.00
Office Expense/Postage	\$ 20,000.00
Telephone/Internet	\$ 8,000.00
Equipment/Building Mtns/Repair	\$ 7,500.00
Insurance	\$ 8,000.00
Workers Comp	\$ 2,300.00
Accounting Audit	\$ 13,000.00
Single Audit	\$ 3,000.00
Legal Retainer	\$ 25,000.00
Public Notices	\$ 3,000.00
Miscellaneous Expenses	\$ 12,500.00
Council Allowances	\$ 7,500.00
IT Development + Expenses	\$ 10,000.00
Dues & Subscription	\$ 10,000.00
CDBG/ TMCR Expense	\$ 50,000.00
Parks/Rec/Community Affairs	\$ 10,000.00
Planning and Zoning Expense	\$ 2,000.00
Admin Training	\$ 1,000.00

MD State Retirement Actuary	\$ 5,000.00
EDC	\$ 5,000.00
Town Manager	\$ 90,000.00

Total Expenses \$ 488,487.00

Police	\$ 318,886.88
Fire Company	\$ 10,000.00
EMS	\$ 10,000.00
Code Enforcement	\$ 3,000.00
Rental Housing Inspection	\$ 1,000.00

Total Public Safety \$ 342,886.88

Street Lighting	\$ 47,000.00
Vehicle Main./ Repair/ Fuel	\$ 5,000.00
Mosquito Control	\$ 2,000.00
Ditch Cutting Expenses	\$ 12,000.00

Total Public Works \$ 66,000.00

Reserve Contingency Fund \$ 228,609.12

**General Fund
Highway User Revenue
July 1, 2023 To June 30, 2024**

Revenue

Highway User Revenue (carry over from previous years)	\$ 180,000.00
Highway User Revenue FY 2024	\$ 135,000.00
Total	<u><u>\$ 315,000.00</u></u>

Expenses

FY 2024 Street Projects	\$ 150,000.00
Roads/ Equipment Maint.	\$ 20,000.00

Remaining Balance HUR \$ 145,000.00

Trash Removal Enterprise Fund
July 1, 2023 To June 30, 2024

Trash Removal Revenue	\$ 92,000.00
Trash Removal Expenses	\$ 92,000.00
Remaining Balance	<u>\$ -</u>

Police Budget 2023-2024

Description	Budget	
	Officer	Admin
Salary	\$ 73,500.00	\$ 27,456.00
FICA	\$ 5,622.75	\$ 2,100.38
Workers Comp	\$ 4,814.25	\$ 50.00
Health Insurance	\$ 12,024.00	
LT/ST Disability	\$ 1,836.90	
Retirement	\$ 8,820.00	
Overtime	\$ 2,500.00	
Total Salary Related Costs	\$ 109,117.90	\$ 29,606.38
Liability Insurance	\$ 807.00	
Vehicle Insurance	\$ 1,686.00	
Total Insurance	\$ 2,493.00	
Uniforms	\$ 1,000.00	\$ 500.00
Firearms		
Pistol	\$ 250.00	
Patrol Rifle/Mags/Equip	\$ 500.00	
Ammo	\$ 3,000.00	
Radio	\$ -	
Computer Replacement	\$ 5,000.00	
Computer Eq.& Repair/IT Development	\$ 16,000.00	
Subscription, Dues & Travel	\$ 7,000.00	\$ 700.00
Training	\$ 4,250.00	\$ 500.00
Supplies	\$ 3,800.00	
Total Uniforms & Equipment	\$ 40,800.00	\$ 1,700.00
Fuel	\$ 5,000.00	
Vehicle Maint.	\$ 2,500.00	
Total Vehicle Costs	\$ 7,500.00	\$ -
Grants	\$ 5,000.00	
Building Maint.	\$ 7,500.00	
Utilitites	\$ 12,000.00	
Speacial Events	\$ 4,000.00	
Total Misc. Expenses	\$ 28,500.00	\$ -
Total Police Base Expences	\$ 219,717.28	\$ 31,306.38

New Officer

Line Item	Budget
	Officer
Salary	\$ 53,000.00
FICA	\$ 4,054.50
Workers Comp.	\$ 3,471.50
Health Insurance	\$ 7,200.00
LT/ST Liability	\$ 1,380.60
Retirement	\$ 4,770.00
Overtime	\$ 6,000.00
<u>Total Salary Related Items</u>	<u>\$ 79,876.60</u>
Liability Insurance	
Vehicle Insurance	\$ 843.00
<u>Total Vehicle</u>	<u>\$ 843.00</u>
Uniforms	\$ 1,000.00
Firearms	
Vest	\$ 1,000.00
Duty Gear	\$ 750.00
Pistol	\$ 1,000.00
Rifle, Mags, & Equip.	\$ 2,500.00
Radio	\$ -
Ammo	\$ 1,500.00
Subscription, Dues, & Travel	\$ 700.00
Training	\$ 500.00
<u>Total Uniforms & Equipment</u>	<u>\$ 8,950.00</u>
New Vehicle	\$ -
Fuel	\$ 6,000.00
Vehicle Maint.	\$ 3,500.00
<u>Total Vehicle Cost</u>	<u>\$ 9,500.00</u>
<u>Total New Officer Expense</u>	<u>\$ 99,169.60</u>
<u>Total Police Department</u>	<u>\$ 318,886.88</u>

**Town of Pittsville
Utility Operating Budget
July 1, 2023 To June 30, 2024**

Revenues

	Water	Wastewater
User Fees	\$ 247,593.00	\$ 269,812.00
Front Footage Assessment	\$ 60,113.00	\$ 31,137.00
Availability of Use	\$ 3,800.00	\$ 4,510.00
Impact Fees	\$ 225,000.00	\$ 225,000.00
Connection Fees	\$ 5,000.00	\$ 5,000.00
Interest Income/MLGIP	\$ 10,000.00	\$ 23,000.00
Misc. Income	\$ 1,000.00	\$ 1,000.00
MDE Grant/WTP Upgrade/WWTP Study	\$ 1,106,000.00	\$ 20,000.00
	<u>\$ 1,658,506.00</u>	<u>\$ 579,459.00</u>

Expenses

Salaries	\$ -	\$ 90,000.00
FICA	\$ -	\$ 6,885.00
Health Insurance	\$ -	\$ 11,000.00
Workers Comp	\$ -	\$ 5,800.00
Education	\$ -	\$ 1,000.00
Retirement Expense	\$ -	\$ 13,500.00
Engineering	\$ 1,000.00	\$ 1,000.00
Equipment/Building Mnts/Repair	\$ 40,000.00	\$ 30,000.00
Supplies	\$ 7,000.00	\$ 5,000.00
Chemicals	\$ 23,000.00	\$ 9,000.00
Accounting-Audit	\$ 6,000.00	\$ 6,000.00
Electricity	\$ 10,000.00	\$ 35,000.00
Testing Fees	\$ 12,000.00	\$ 5,000.00
Sludge Removal	\$ 9,000.00	\$ 40,000.00
Vehicle Expenses	\$ 2,000.00	\$ 3,500.00
Dues & Subscriptions	\$ 2,500.00	\$ 2,500.00
Single Audit	\$ 3,000.00	\$ 3,000.00
SOS Operations	\$ 175,000.00	\$ -
Debt Payments	\$ 28,000.00	\$ -
Bank Fees and Misc. Charges	\$ 1,000.00	\$ 1,000.00
Insurance	\$ 2,421.00	\$ 5,000.00
Capital Improvement	\$ 1,106,000.00	\$ 10,000.00
	<u>\$ 1,427,921.00</u>	<u>\$ 284,185.00</u>

Reserve Contingency Fund

\$ 230,585.00

\$ 295,274.00