

TOWN OF PITTSVILLE
AMENDED BUDGET ORDINANCE
July 1, 2025-June 30, 2026
Ordinance No. 2026-02

**AN ORDINANCE OF THE TOWN OF PITTSVILLE TO AMEND THE FY 26 MUNICIPAL OPERATING
BUDGET of the period July 1, 2025 to June 30, 2026**

WHEREAS, the Commissioners of Pittsville have reviewed the revenues and expenditures projected for the July 1, 2025 to June 30, 2026 fiscal year, in order to amend the municipal operating budget for that period, and

WHEREAS, the Commissioners of Pittsville have determined the final actual revenues and expenditures of the FY 26 Municipal Operating Budget for adjustment.

NOW, THEREFORE BE IT HEREBY ORDAINED by the Commissioners of the Town of Pittsville, Maryland that the Municipal Operating Budget for the period of July 1, 2025 to June 30, 2026 attached here to shall be and is hereby amended.

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

The above ordinance was introduced and read by the Commissioners of the Town of Pittsville, Maryland at a meeting held on the 21st day of September 2026 and by the Town Charter duly published twice in a newspaper of general circulation within the Town was finally adopted and passed on the 19th day of October, 2026

ATTEST:

Erica M. Witz, Town Attorney

**Sean McHugh, President
Town Commissioners**

Roland Adkins, Vice President

Bethany Miller, Town Commissioner

Michael O'Brien, Town Commissioner

David Carozza, Town Commissioner

**Town of Pittsville
General Operating Budget
July 1, 2025 To June 30, 2026**

Revenues	Budget	Actual
Real Estate Taxes	\$ 350,000.00	\$ 365,652.00
Corporate Property Taxes	\$ 100,000.00	\$ 143,200.00
State Income Tax	\$ 170,000.00	\$ 201,303.00
Franchise Fees	\$ 19,000.00	\$ 15,262.00
County Shared Taxes	\$ 350.00	\$ 350.00
Business Licenses / Permits	\$ 25,000.00	\$ 18,208.00
Interest Income/MLGIP	\$ 50,000.00	\$ 37,675.00
Miscellaneous Income	\$ 10,000.00	\$ 12,158.00
State Police Aid	\$ 8,000.00	\$ 12,910.00
Traffic Violations	\$ 1,000.00	\$ -
CDBG Grant/ TMCR	\$ 45,000.00	\$ 54,178.00
Speed Camera Program	\$ 45,000.00	\$ 40,133.00
Rental Housing Licenses	\$ 21,000.00	\$ 22,450.00
Community Events	\$ 5,000.00	\$ 13,593.00
FY 25 Surplus	\$ 535,387.00	\$ 535,387.00

Total Revenues

<u>\$ 1,384,737.00</u>	<u>\$ 1,472,459.00</u>
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Expenses		
Salaries	\$ 182,914.00	\$ 191,012.00
FICA	\$ 13,993.00	\$ 14,613.00
Health Insurance	\$ 38,000.00	\$ 33,720.00
Operating Expense	\$ 7,500.00	\$ 4,604.00
Retirement Expense	\$ 21,950.00	\$ 21,724.00
Office Expense/Postage	\$ 20,000.00	\$ 19,706.00
Telephone/Internet	\$ 7,500.00	\$ 6,545.00
Equipment/Building Mtns/Repair	\$ 20,000.00	\$ 20,211.00
Insurance	\$ 15,000.00	\$ 12,191.00
Workers Comp	\$ 5,000.00	\$ 3,442.00
Accounting Audit	\$ 12,500.00	\$ 11,000.00
Single Audit	\$ -	\$ 5,000.00
Legal Services	\$ 35,000.00	\$ 37,187.00
Public Notices	\$ 3,000.00	\$ 4,231.00
Miscellaneous Expenses	\$ 10,000.00	\$ 6,922.97
Council Allowances	\$ 7,500.00	\$ 6,904.00
IT Development + Expenses	\$ 10,000.00	\$ 9,286.00
Dues & Subscription	\$ 12,000.00	\$ 12,880.00
CDBG/ TMCR Expense	\$ 45,000.00	\$ 45,000.00
Parks/Rec/Community Affairs	\$ 30,000.00	\$ 33,862.00
Planning and Zoning Expense	\$ 2,500.00	\$ 650.00
Admin Training	\$ 1,000.00	\$ -

MD State Retirement Actuary	\$ 7,500.00	\$ 5,590.00
EDC	\$ 2,000.00	\$ 600.00
Town Manager	\$ 95,000.00	\$ 42,863.00
Total Expenses	\$ 604,857.00	\$ 549,743.97

Police	\$ 357,296.19	\$ 248,827.00
Fire Company	\$ 16,000.00	\$ 16,000.00
EMS	\$ 16,000.00	\$ 16,000.00
Code Enforcement	\$ 1,000.00	\$ 1,080.00
Rental Housing Inspection	\$ 5,000.00	\$ 10,410.00
Total Public Safety	\$ 395,296.19	\$ 292,317.00

Street Lighting	\$ 50,000.00	\$ 49,714.00
Vehicle Main./ Repair/ Fuel	\$ 6,000.00	\$ 5,679.00
Mosquito Control	\$ 2,000.00	\$ 1,786.00
Total Public Works	\$ 58,000.00	\$ 57,179.00

Reserve Contingency Fund	\$ 326,583.81	\$ 573,219.03
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General Fund
Highway User Revenue
July 1, 2025 To June 30, 2026

Revenue

Highway User Revenue	\$ 333,647.00	\$ 333,647.00
(carry over from previous years)		
Highway User Revenue FY 2025	\$ 176,624.00	\$ 169,008.00
Total	\$ 510,271.00	\$ 502,655.00

Expenses

FY 2026 Street Projects	\$ 300,000.00	\$ 238,741.00
Roads/ Equipment Maint.	\$ 25,000.00	\$ 25,000.00

Remaining Balance HUR	\$ 185,271.00	\$ 238,914.00
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Trash Removal Enterprise Fund
July 1, 2025 To June 30, 2026

Trash Removal Revenue	\$	98,000.00	\$	98,188.00
Trash Removal Expenses	\$	95,000.00	\$	96,161.00
Remaining Balance	\$	3,000.00	\$	2,027.00

Stormwater Management Enetrprise Fund
July 1, 2025 to June 30, 2026

Stormwater Management Fees	\$	24,000.00	\$	24,445.00
Ditch Maint. and Stormwater Projects	\$	24,000.00	\$	12,893.00
Remaining Balance	\$	-	\$	11,552.00

Water Fund Capital Projects Budget
July 1, 2025 to June 30, 2026

Project:	WTP / Phase IV			
Revenue:	MDE Grant/ Loan Forgiveness	\$	967,945.00	\$ 967,945.00
	Town Local Share	\$	288,181.00	
	Grants	\$	-	
	Total	\$	1,256,126.00	\$ 967,945.00
Expense:	Total Project Cost Expense	\$	1,256,126.00	\$ 967,945.00
	Remaining Balance	\$	-	\$ -

Town of Pittsville
Utility Operating Budget
July 1, 2025 To June 30, 2026

Revenues	Water Budget	Actual	Wastewater Budget	Actual
User Fees	\$ 280,500.00	\$ 281,157.00	\$ 277,900.00	\$ 271,286.00
Front Footage Assessment	\$ 69,632.00	\$ 68,375.00	\$ 39,200.00	\$ 43,161.00
Availability of Use	\$ 5,000.00	\$ 5,444.00	\$ 4,500.00	\$ 4,095.00
Impact Fees	\$ 157,500.00	\$ 105,000.00	\$ 157,500.00	\$ 100,300.00
Connection Fees	\$ 52,500.00	\$ 7,500.00	\$ 52,500.00	\$ 7,500.00
Interest Income/MLGIP	\$ 15,000.00	\$ 11,246.00	\$ 35,000.00	\$ 26,310.00
Misc. Income	\$ 1,000.00	\$ 33,002.00	\$ 1,000.00	\$ 1,910.00
WWTP Study	\$ -	\$ -	\$ 20,000.00	\$ -
Total Revenues	\$ 581,132.00	\$ 511,724.00	\$ 587,600.00	\$ 454,562.00

Expenses				
Salaries	\$ -		\$ 142,208.00	\$ 143,386.00
FICA	\$ -		\$ 10,879.00	\$ 10,969.00
Health Insurance	\$ -		\$ 15,000.00	\$ 13,516.00
Workers Comp	\$ -		\$ 9,000.00	\$ 8,238.00
Education	\$ -		\$ 3,000.00	\$ 2,942.00
Retirement Expense	\$ -		\$ 17,065.00	\$ 16,938.00
Engineering	\$ 2,500.00	\$ 688.00	\$ 10,000.00	\$ 4,579.00
Equipment/Building Mnts/Repair	\$ 50,000.00	\$ 118,181.00	\$ 90,000.00	\$ 72,404.00
Supplies	\$ 7,000.00	\$ 2,438.00	\$ 16,000.00	\$ 9,144.00
Chemicals	\$ 35,000.00	\$ 37,836.00	\$ 5,000.00	\$ 2,464.00
Accounting-Audit	\$ 6,000.00	\$ 6,875.00	\$ 6,000.00	\$ 6,875.00
Electricity	\$ 15,000.00	\$ 28,482.00	\$ 45,000.00	\$ 44,627.00
Testing Fees	\$ 12,000.00	\$ 9,058.00	\$ 5,000.00	\$ 6,010.00
Sludge Removal	\$ 10,000.00	\$ 10,491.00	\$ 10,000.00	\$ 2,436.00
Vehicle Expenses	\$ 2,000.00	\$ 2,116.00	\$ 7,500.00	\$ 8,019.00
Dues & Subscriptions	\$ 2,500.00	\$ 1,416.00	\$ 2,500.00	\$ 1,166.00
Single Audit	\$ -		\$ -	
SOS Operations	\$ 190,000.00	\$ 185,413.00	\$ -	
Debt Payments	\$ 40,000.00	\$ 24,268.00	\$ 81,000.00	\$ 19,732.00
Bank Fees and Misc. Charges	\$ 1,500.00	\$ 343.00	\$ 1,500.00	\$ 7,983.00
Insurance	\$ 4,500.00	\$ 4,500.00	\$ 8,000.00	\$ 8,560.00
Impact Fee Fund	\$ 157,500.00	\$ -		\$ -
Lift Station Maint.	\$ -		\$ 10,000.00	\$ 16,114.00
Infrastructure Repair	\$ 40,000.00	\$ 45,820.00	\$ -	
Total Expenses	\$ 575,500.00	\$ 477,925.00	\$ 494,652.00	\$ 406,102.00

Reserve Contingency Fund	\$ 5,632.00	\$ 33,799.00	\$ 92,948.00	\$ 48,460.00
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Police Budget 2025-2026

	Budget Chief	Budget Officer	Budget Admin
Salary	\$ 85,050.00	\$ 65,000.00	\$ 34,644.00
FICA	\$ 6,506.33	\$ 5,431.50	\$ 2,650.27
Workers Comp	\$ 5,103.00	\$ 4,260.00	\$ 2,078.64
Health Insurance	\$ 12,757.50	\$ 10,650.00	
LT/ST Disability	\$ 1,615.95	\$ 1,349.00	
Retirement	\$ 10,206.00	\$ 8,520.00	
Overtime		\$ 6,000.00	
Total Salary Related Costs	\$ 121,238.78	\$ 101,210.50	\$ 39,372.91

Liability Insurance	\$ 2,112.00
Vehicle Insurance	\$ 4,362.00
Total Insurance	\$ 6,474.00

Vest	\$ 1,300.00
Uniforms	\$ 2,500.00

Firearms

Pistol	\$ 500.00
Patrol Rifle/ Mags/ Equip	\$ 1,000.00
Ammo	\$ 5,000.00

Duty Gear	\$ 1,000.00
Computer Replacement	\$ 6,000.00
Computer Eq.&Repair/IT Development	\$ 16,000.00
Subscriptions, Dues	\$ 10,200.00
Travel, lodging	\$ 5,000.00
Training	\$ 3,000.00
Supplies	\$ 2,500.00
Total Uniforms & Equipment	\$ 54,000.00

Fuel	\$ 5,000.00
Vehicle Maint.	\$ 4,500.00
Total Vehicle Costs	\$ 9,500.00

Grants	\$ 3,500.00
Bldg Maint.	\$ 7,500.00
Utilities	\$ 9,500.00
Special Events	\$ 5,000.00
Total Misc. Expenses	\$ 25,500.00

Total Police Base Expenses	\$ 216,712.78	\$ 101,210.50	\$ 39,372.91
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Total Police Department	\$ 357,296.19
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Police Budget 2025-2026

	Actual Chief	Remaining Chief	Actual Officer	Remaining Officer
Salary	\$ 86,686.80	\$ (1,636.80)	\$ 14,990.85	\$ 50,009.15
FICA	\$ 6,631.89	\$ (125.56)	\$ -	\$ 5,431.50
Workers Comp	\$ 3,644.00	\$ 1,459.00	\$ -	\$ 4,260.00
Health Insurance	\$ 13,891.20	\$ (1,133.70)	\$ -	\$ 10,650.00
LT/ST Disability	\$ 1,646.28	\$ (30.33)	\$ -	\$ 1,349.00
Retirement	\$ 10,009.87	\$ 196.13	\$ -	\$ 8,520.00
Overtime	\$ -	\$ -	\$ -	\$ 6,000.00
Total Salary Related Costs	\$ 122,510.04	\$ (1,271.26)	\$ 14,990.85	\$ 86,219.65

Liability Insurance	\$ 2,112.00
Vehicle Insurance	\$ 4,362.00
Total Insurance	\$ 6,474.00

Vest	
Uniforms	\$ 723.69
Firearms	\$ -
Pistol	\$ 41.73
Patrol Rifle/ Mags/ Equip	\$ 920.64
Ammo	\$ 4,967.55
	\$ -
Duty Gear	\$ 46.32
Computer Replacement	\$ 5,886.70
Computer Eq.&Repair/IT Development	\$ 16,149.78
Subscriptions, Dues	\$ 7,211.02
Travel, lodging	\$ 2,373.46
Training	\$ 2,087.61
Supplies	\$ 2,058.02
Total Uniforms & Equipment	\$ 42,466.52

Fuel	\$ 1,706.03
Vehicle Maint.	\$ 1,934.07
Total Vehicle Costs	\$ 3,640.10

Grants	\$ 3,233.75
Bldg Maint.	\$ 6,219.97
Utilities	\$ 13,642.16
Special Events	\$ 2,420.91
Total Misc. Expenses	\$ 25,516.79

\$ 200,607.45

\$ 14,990.85

Total Police Department Spent \$ 248,826.95

Total Police Department Left \$ 108,469.24

Police Budget 2025-2026

	Actual	Remaining	Total Remaining
	Admin	Admin	Police Department
Salary	\$ 30,867.15	\$ 3,776.85	\$ 52,149.20
FICA	\$ 2,361.50	\$ 288.77	\$ 5,594.71
Workers Comp	\$ -	\$ 2,078.64	\$ 7,797.64
Health Insurance	\$ -	\$ -	\$ 9,516.30
LT/ST Disability	\$ -	\$ -	\$ 1,318.67
Retirement	\$ -	\$ -	\$ 8,716.13
Overtime	\$ -	\$ -	\$ 6,000.00
Total Salary Related Costs	\$ 33,228.65	\$ 6,144.26	\$ 91,092.65
Liability Insurance			\$ -
Vehicle Insurance			\$ -
Total Insurance			\$ -
Vest			\$ 1,300.00
Uniforms			\$ 1,776.31
Firearms			\$ -
Pistol			\$ 458.27
Patrol Rifle/ Mags/ Equip			\$ 79.36
Ammo			\$ 32.45
			\$ -
Duty Gear			\$ 953.68
Computer Replacement			\$ 113.30
Computer Eq.&Repair/IT Development			\$ (149.78)
Subscriptions, Dues			\$ 2,988.98
Travel, lodging			\$ 2,626.54
Training			\$ 912.39
Supplies			\$ 441.98
Total Uniforms & Equipment			\$ 11,533.48
Fuel			\$ 3,293.97
Vehicle Maint.			\$ 2,565.93
Total Vehicle Costs			\$ 5,859.90
Grants			\$ 266.25
Bldg Maint.			\$ 1,280.03
Utilities			\$ (4,142.16)
Special Events			\$ 2,579.09
Total Misc. Expenses			\$ (16.79)
	\$ 33,228.65		
Total Police Department Left			\$ 108,469.24