

**TOWN OF SYKESVILLE, MARYLAND**

**ORDINANCE NO. 2021-03**

**AN ORDINANCE TO ADOPT AND APPROVE THE BUDGET AND SET TAX RATES FOR THE TOWN OF SYKESVILLE, MARYLAND FOR FISCAL YEAR 2021-2022**

**WHEREAS**, in accordance with Section C-42 of the Charter of the Town of Sykesville (the “Town”) the Mayor and Town Council is required to enact an ordinance formally adopting the budget for each fiscal year; and

**WHEREAS**, this Ordinance is introduced for the purpose of adoption of the budget and to set the tax rates for the fiscal year beginning July 1, 2021 and ending June 30, 2022; and

**WHEREAS**, a public hearing was held on May 10, 2021, regarding the proposed budget after notice was duly provided and advertised in a local newspaper of general circulation in the Town of Sykesville.

**NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE TOWN OF SYKESVILLE THAT:**

Section 1. The budget attached hereto as "Exhibit A" be, and hereby is, adopted by the Town of Sykesville.

Section 2. The tax rate on all real property located within the limits of the Town of Sykesville is hereby set at \$0.33 per \$100.00 of assessed property value. The assessed property values shall be those used for real estate tax purposes as determined by the Carroll County office of the State Department of Assessments and Taxation.

Section 3. The tax rate applicable to personal property located within the limits of the Town of Sykesville is hereby set at \$0.825 per \$100.00 of assessed property value. The assessed property values shall be those used for personal property tax purposes as determined by the Carroll County office of the State Department of Assessments and Taxation.

Section 4. The budget and tax rates established by this Ordinance shall be binding during the 2021-2022 fiscal year.

THIS ORDINANCE IS ADOPTED BY THE MAYOR AND COUNCIL OF THE TOWN OF SYKESVILLE THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2021

ATTEST:

\_\_\_\_\_  
Kerry Chaney, Town Clerk

\_\_\_\_\_  
Ian Shaw, Mayor

\_\_\_\_\_  
Alan Grasley, Council Member and Council President

\_\_\_\_\_  
Anna Carter, Council Member

\_\_\_\_\_  
Mark Dyer, Council Member

\_\_\_\_\_  
Leo Keenan, Council Member

\_\_\_\_\_  
Stacy Link, Council Member

\_\_\_\_\_  
Jeremiah Schofield, Council Member

## TOWN OF SYKESVILLE

BUDGET

FY 2022

			Budget
G/L #			FY 2022
<b>REVENUES</b>			
5	<b>Town Property Taxes</b>		
4110	Real Estate Taxes Prior Year		-
4111	Real Estate Taxes		1,579,691
4122	Corporate Personal Property Tax		46,500
4130	Penalties, Tax		5,000
4140	Discounts, Tax		(9,000)
<b>Total Taxes</b>			<b>1,622,191</b>
10	<b>Licenses &amp; Permits</b>		
4160	Amusement and Admissions, State		500
4211	Alcoholic Beverages, State		1,500
4212	Traders Licenses, County		2,500
4213	Building Permits, County		500
4221.2	Millard Cooper Park Pavilion Rentals		2,500
4221.4	South Branch Park Rental		250
4222	Franchise Fees, Cable TV		60,000
4227	Permits - Building, Zoning, HDC, Town		5,000
4430	Impact Fees		33,360
4431	Parking Impact Fees		-
4821	Historic District Comm - Zoning App		250
<b>Total Licenses &amp; Permits</b>			<b>106,360</b>
15	<b>Intergovernmental</b>		
4150	Income Tax, State		734,100
4312	Highway User Revenue, State		178,839
4315	State Aid, PolProtGrant, State		54,351
4324	Police Dept Misc Grants - State		2,500
4328	Town County Agreement		263,049
<b>Total Intergovernmental</b>			<b>1,232,839</b>
20	<b>Service Fees</b>		
4450	Commercial Trash Collections Charges		32,500
4451	Commercial Solid Waste Collection Permits		1,000
4811.1	Baldwin's Repay ADA Loan - Principal		4,631
4812.1	Baldwin's Repay ADA Loan - Interest		582
4815	Rentals, Equip & Property		45,120
4819	Newsletter Ads - Receipts		250
4841	Code Remediation Fees		300

TOWN OF SYKESVILLE  
BUDGET  
FY 2022

			<b>Budget</b>
<b>G/L #</b>			<b>FY 2022</b>
		<b>Total Service Fees</b>	84,383
25		<b>Local / Program Revenues</b>	
	4817.2	PO Retail Income	1,000
	4817.3	PO Services Income	100
	4817.4	PO Postage Income	125,000
	4817.5	Stamp Commissions	10,500
	4817.6	Tower Rental	2,000
	4822	Gatehouse - Donations	250
	4829	Schoolhouse Donations	250
	4837	Little Sykes Railway Revenues	2,000
	4840	Military Memorial Donations	200
	4851.7	P&R Concert Concessions	100
	4852.1	P&R Cinema Sponsorships	1,000
	4852.2	P&R Cinema Concessions	300
		<b>Total Local / Program Revenues</b>	142,700
30		<b>Revenues from Miscellaneous Sources</b>	
	4323	Grants, Misc., State	-
	4326	Police Dept. Grants	1,500
	4329	State Grant Revenue	-
	4331	USDA Grant, Federal	-
	4510	Parking Violations	1,500
	4810	Interest	20,000
	4835	Misc Receipts - General	21,500
	4911	Use of Restricted Fund Balance - Gate House	17,500
	4982	Use of AFB - Capital Reserve	335,500
		<b>Total Miscellaneous Sources Revenue</b>	397,500
		<b>Total Revenues</b>	<b>3,585,973</b>
		<b>EXPENDITURES</b>	
100		<b>MAYOR AND TOWN COUNCIL</b>	
	5000	Salaries	24,000
	7110	Maryland Municipal League Dues & Scholarship	5,750
	7111	MD Municipal League - Dinners & Other	1,000
	7115	Maryland Municipal League Annual Convention	9,000

## TOWN OF SYKESVILLE

BUDGET  
FY 2022

			Budget
G/L #			FY 2022
	7120	Advertising & Publishing	1,500
	7126	Residential Holiday Decorating Contest	200
	7127	Town Newsletter	10,000
	7131	Volunteer Events	500
	7132	Employee Events	500
	7430	Community Media Center	30,000
	7572	Christmas Decorations	2,500
	7817	Contingency	5,000
	7827	Freedom District Fire Department Contribution	10,000
		<b>Total Mayor and Town Council</b>	<b>99,950</b>
105		<b>TOWN COMMISSIONS</b>	
	7310	Planning & Zoning Commission	500
	7320	Historic District Commission	2,500
		<b>Total Town Commissions</b>	<b>3,000</b>
108		<b>PROFESSIONAL SERVICES</b>	
	5100	Auditor	15,600
	7210	Legal Counsel	25,000
	7220	Engineering	25,000
	7221	Professional Services	50,000
	7240	Codification Services	2,500
	7813	Insurance: General Property & Liability	42,291
		<b>Total Professional Services</b>	<b>160,391</b>
150		<b>ADMINISTRATION</b>	
	5000	Salaries	342,500
		Hazard Pay	-
	5025	Comp & Sick Time Pay Out	-
	5026	Vacation Time Pay Out	2,000
	5027	Circuit Rider Program Match	1,250
	5029	Consulting Fee	25,000
	5210	Town House Utilities	4,500
	5211	Utilities 714 Sandosky Road	725
	5212	MML Convention - Town Staff	5,000
	5220	Town House, Public Works, Police Telephone	7,250
	5221	Telephone & Alarm 714 Sandosky	1,000
	5230	Town House Building Maintenance	5,000
	5235	Town House Housekeeping	7,000

## TOWN OF SYKESVILLE

BUDGET

FY 2022

			<b>Budget</b>
<b>G/L #</b>			<b>FY 2022</b>
	5240	Town House Heating - Oil	5,500
	5250	Equipment Maintenance	2,500
	5270	Prop Maintenance - Landscaping	3,500
	5300	Travel Expense - All Departments	2,500
	5400	Office Supplies	5,000
	5425	Postage - All Departments	1,250
	5460	Building/Kitchen Supplies	1,500
	5500	Computer Hardware	2,500
	5551	Computer Software	1,750
	5552	Computer Maintenance	2,500
	5553	Website Hosting Annual Fee	2,000
	5554	Annual Email Fee	1,800
	5715	Cellular Phones	1,500
	5810	Training & Education	5,000
	5820	Dues & Subscriptions	2,000
	5835	Bank Fees - Misc Charges	350
	5836	Payroll Processing Fees	3,500
	7425	Contract Services - Copier Lease	1,500
	7500	Bad Debt Expense	2,000
		<b>Total Administration</b>	<b>449,375</b>
210		<b>PUBLIC SAFETY</b>	
	5000	Salaries	579,500
	5005	Overtime	15,000
	5006	Grant Overtime	5,000
	5007	New Employee Background & Screening	1,500
	5010	Court Pay	9,500
	5015	Hazard Pay	-
	5026	Vacation Time Payout	6,800
	5210	Utilities	4,250
	5230	Building Maintenance	3,500
	5235	Housekeeping	8,250
	5240	Heating - Oil	2,000
	5250	Equipment Maintenance	10,500
	5260	Gasoline & Oil	15,000
	5270	Property Maintenance	1,000
	5280	Vehicle Maintenance	10,000
	5400	Office Supplies	3,000
	5500	Operating Supplies and Expense	3,000

## TOWN OF SYKESVILLE

BUDGET

FY 2022

			<b>Budget</b>
<b>G/L #</b>			<b>FY 2022</b>
	5550	Computer Hardware	1,500
	5551	Computer Software	5,500
	5552	Computer Maintenance	2,250
	5700	Uniforms	7,500
	5715	Cellular Phones/Mobile Data Terminals	4,000
	5810	Training & Education	2,500
	5830	Subscriptions	2,250
	7125	Community Outreach/Advertising	500
	7410	Ammunition	3,000
	7425	Contract Services - Copier Lease	1,500
	7450	Auxiliary Police	2,000
		<b>Total Public Safety</b>	<b>710,300</b>
<b>300</b>		<b>PUBLIC WORKS &amp; SANITATION</b>	
	5000	Salaries	295,255
	5001	Part Time Salaries	-
	5005	Salaries - Overtime - excluding snow removal	2,500
	5015	Hazard Pay	-
	5025	Comp Time Pay Out	-
	5026	Vacation Time Pay Out	-
	5210	Utilities	3,000
	5230	Building Maintenance	2,500
	5240	Heating	2,500
	5250	Equipment Maintenance	5,000
	5255	Dumpsters/Sanitation Equipment	10,000
	5260	Gasoline & Oil	22,500
	5280	Vehicle Maintenance	27,500
	5400	Office Supplies	500
	5500	Operating Supplies and Expense	7,500
	5550	Computer Hardware	500
	5552	Computer Maintenance	250
	5553	Internet Service	1,000
	5700	Uniforms	3,000
	5705	Protective/Safety Equipment	3,000
	5710	Employee Shoe Program	1,500
	5715	Cellular Phones	1,750
	5810	Training and Education	500
	5850	CDL - Drug & Alcohol Testing	1,250
	7610	Tipping Fees	95,000

## TOWN OF SYKESVILLE

BUDGET

FY 2022

			<b>Budget</b>
<b>G/L #</b>			<b>FY 2022</b>
	7640	Raincliffe Trash Rebate	14,500
		<b>Total Public Works &amp; Sanitation</b>	<b>501,005</b>
310		<b>STREETS &amp; ROADS</b>	
	5005	Snow Removal - Overtime	5,000
	7500	Misc Road materials	3,000
	7511	Snow Removal Supplies - Other	25,000
	7512	Snow Removal Contract Services	1,500
	7542	Drainage & Inlets	3,500
	7560	Road Repair/Patching	5,000
	7565	Parking Lot Planting Beds Maintenance	1,500
	7570	Street Lighting Electric Service	50,000
	7580	Signs	2,500
		<b>Total Streets &amp; Roads</b>	<b>97,000</b>
410		<b>PARKS MAINTENANCE</b>	
	5210	Utilities	2,500
	5235	Housekeeping	2,500
	5250	Equipment Maintenance	2,000
	5270	Property Maintenance	10,000
	5275	Vandalism Repairs	1,000
	5500	Operating Supplies and Expense	2,500
	5525	Grass Cutting Code Enforcemt	500
	7771	Tree Care/Maintenance	20,000
	7780	Sediment Pond Maintenance/Stormwater	33,030
	7790	Property Maintenance - SBP	10,000
	7792	Utilities at SBP	1,000
	7793	Little Sykes Building Maint	1,000
	7794	Little Sykes Property Maint	500
	7795	Little Sykes Mini-Train Maint.	500
		<b>Total Parks Maintenance</b>	<b>87,030</b>
430		<b>MAIN STREET/DOWNTOWN</b>	
	5502	Contributions to Main St Assoc	50,000
	7600	Military Memorial Expenditures	250
		<b>Total Main Street / Downtown</b>	<b>50,250</b>
510		<b>VISITOR CENTER &amp; POST OFFICE</b>	
	5000	Salaries	37,000



## TOWN OF SYKESVILLE

BUDGET  
FY 2022

			<b>Budget</b>
<b>G/L #</b>			<b>FY 2022</b>
	5210	Utilities	5,000
	5215	Security Services-Professional	325
	5220	Telephone	800
	5225	Business Machine Supplies	500
	5230	Building Maintenance	5,000
	5235	Housekeeping	3,500
	5400	Office Supplies	750
	5512	Retail Sales Expense	500
	5514	Postage for Resale Expense	125,000
	5553	Internet Service	1,200
	5835	ACH Merchant Fees	3,200
		<b>Total Visitor Center &amp; Post Office</b>	<b>182,775</b>
520		<b>HISTORIC BUILDINGS</b>	
	5210	Schoolhouse Utilities	3,000
	5220	Schoolhouse Telephone	350
	5230	Schoolhouse Building Maintenance	1,000
	5235	Schoolhouse Housekeeping	1,500
	5500	Schoolhouse Supplies	500
	5600	Utility Exp Grant-S&P Railway	500
	5700	Bldg. Maint.-Baldwin's Station	1,500
		<b>Total Sykesville Schoolhouse</b>	<b>8,350</b>
530		<b>GATE HOUSE MUSEUM</b>	
	5000	Salaries - Curators	34,500
	5210	Utilities	1,500
	5215	Security Services-Professional	250
	5220	Telephone	350
	5230	Building Maintenance	1,000
	5232	Computer Expenses	500
	5240	Heating	3,500
	5270	Property Maintenance - Landscaping	100
	5335	Museum Events	500
	5400	Operational Expenses	500
	5553	Internet Service	1,250
	5815	Educational Programs	250
	7125	Marketing	250
	7129	Exhibit Planning / Program Development	1,250
		<b>Total Gatehouse Museum</b>	<b>45,700</b>

## TOWN OF SYKESVILLE

BUDGET

FY 2022

			Budget
G/L #			FY 2022
570	<b>PARKS &amp; RECREATION</b>		
	7740.3	Advertising	250
	7740.5	Concert Bands	750
	7740.6	Miscellaneous Holiday Events	250
	7740.7	Concessions	500
	7740.9	Movies in the Park	2,000
	7741.4	Yoga in the Park	150
	7744	Volunteer Supplies	250
	7741.6	Pre-Event Activities	500
		<b>Total Parks &amp; Events</b>	<b>4,650</b>
610	<b>EMPLOYEE BENEFITS</b>		
	7804	Short Term Disability	5,500
	7806	Retirement Plan - MSRA	60,000
	7807	Workers' Comp Insurance	48,000
	7808	Long Term Disability/Employer	2,750
	7809	Life Insurance	3,500
	7810	Health Insurance-Employer's Share	323,297
	7812	Social Security/Medicare - Employer's Share	90,000
	7813	Old Town Retirement Program	9,201
	7814	LEOPS Retirement Plan	96,000
	7815	Unemployment Benefits Paid	-
	7816	Unemployment Tracking Service	250
		<b>Total Employee Benefits</b>	<b>638,498</b>
680	<b>DEBT SERVICE</b>		
	5929	2008 GO Bond - Principal	-
	5930	2008 GO Bond - Interest	-
	5937	714 Sandosky - Principal	-
	5938	714 Sandosky - Interest	-
		<b>Total Debt Service</b>	<b>-</b>
700	<b>CAPITAL OUTLAY</b>		
	7821.1	Public Safety:	98,500
	7821.2	Public Works & Sanitation	229,500
	7821.8	Town House	-
	7821.9	Streets & Roads	178,839

