

TOWN OF SYKESVILLE, MARYLAND

ORDINANCE NO. 2020-05

AN ORDINANCE TO ADOPT AND APPROVE THE BUDGET AND SET TAX RATES FOR THE TOWN OF SYKESVILLE, MARYLAND FOR FISCAL YEAR 2020-2021

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, 2020 and ending June 30, 2021; and

WHEREAS, a public hearing was held on May 11, 2020, 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 \$0.875 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 2020-2021 fiscal year.

THIS ORDINANCE IS ADOPTED BY THE MAYOR AND COUNCIL OF THE TOWN OF SYKESVILLE THIS ____ DAY OF _____, 2020

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

BUDGET

FY 2021

	FY 2021 Budget
REVENUES	
Town Property Taxes	
Real Estate Taxes	1,511,942
Corporate Personal Property Tax	48,000
Penalties, Tax	5,000
Discounts, Tax	(8,500)
Total Taxes	1,556,442
Licenses & Permits	
Amusement and Admissions, State	500
Alcoholic Beverages, State	1,700
Traders Licenses, County	2,500
Building Permits, County	500
Millard Cooper Park Pavilion Rentals	3,000
South Branch Park Rental	500
Franchise Fees, Cable TV	60,904
Permits - Building, Zoning, HDC, Town	3,000
Solicitor Permits, Town	20
Impact Fees	33,360
Parking Impact Fees	5,000
Historic District Comm - Zoning App	300
Total Licenses & Permits	111,284
Intergovernmental	
Income Tax, State	655,640
Highway User Revenue, State	192,032
State Aid, PolProtGrant, State	51,343
Police Dept Misc Grants - State	5,500
Town County Agreement	259,000
Total Intergovernmental	1,163,515
Service Fees	
Commercial Trash Collections Charges	32,500
Commercial Solid Waste Collection Permits	1,500
Baldwin's Repay ADA Loan - Principal	4,200
Baldwin's Repay ADA Loan - Interest	1,000

TOWN OF SYKESVILLE

BUDGET

FY 2021

	FY 2021 Budget
Baldwin's Percent Rent	8,000
Rentals, Equip & Property	32,500
Newsletter Ads - Receipts	500
Code Remediation Fees	250
Total Service Fees	80,450
Local / Program Revenues	
PO Retail Income	1,000
PO Services Income	100
PO Postage Income	125,000
Stamp Commissions	13,000
Tower Rental	2,500
Gatehouse - Donations	200
Gatehouse - Fundraisers	2,000
Schoolhouse Donations	200
Little Sykes Railway Revenues	2,000
Military Memorial Donations	250
P&R Concert Concessions	100
P&R Cinema Sponsorships	900
P&R Cinema Concessions	400
Total Local / Program Revenues	147,650
Revenues from Miscellaneous Sources	
Grants, Misc., State	40,000
Parking Violations	1,500
Interest	65,000
Misc Receipts - Police Department	1,000
Misc Receipts - General	1,000
Façade Grant - SHCD	35,000
Use of Restricted Fund Balance - Gate House	17,250
Use of AFB - Parks (for Little Sykes)	2,000
Use of Unrestricted Fund Balance	276,000
Use of AFB - Impact Fees	50,700
Use of AFB - Town House Exterior Maint.	5,000
Use of AFB - South Linear Trail	10,000
Use of AFB - Gate House	7,500
Use of AFB - Insurance	64,000

TOWN OF SYKESVILLE

BUDGET

FY 2021

	FY 2021 Budget
Total Miscellaneous Sources Revenue	575,950
Total Revenues	3,635,291
EXPENDITURES	
MAYOR AND TOWN COUNCIL	
Salaries	24,000
Maryland Municipal League Dues & Scholarship	5,512
MD Municipal League - Dinners & Other	1,000
Maryland Municipal League Annual Convention	8,000
Advertising & Publishing	2,500
Residential Holiday Decorating Contest	200
Town Newsletter	10,000
Volunteer Events	500
Employee Events	500
Elections	2,000
Community Media Center	25,000
Christmas Decorations	5,000
Contingency	5,000
Freedom District Fire Department Contribution	4,500
Total Mayor and Town Council	93,712
TOWN COMMISSIONS	
Planning & Zoning Commission	500
Historic District Commission	500
Total Town Commissions	1,000
PROFESSIONAL SERVICES	
Auditor	15,000
Legal Counsel	25,000
Engineering	10,000
Professional Services	5,000
Codification Services	2,500
Insurance: General Property & Liability	36,500
Total Professional Services	94,000

TOWN OF SYKESVILLE

BUDGET

FY 2021

	FY 2021 Budget
ADMINISTRATION	
Salaries	325,000
Comp & Sick Time Pay Out	-
Vacation Time Pay Out	-
Circuit Rider Program Match	1,250
Consulting Fee	20,000
Town House Utilities	4,500
Utilities 714 Sandosky Road	700
MML Convention - Town Staff	5,000
Town House, Public Works, Police Telephone	7,000
Telephone & Alarm 714 Sandosky	1,000
Town House Building Maintenance	12,500
Town House Housekeeping	4,750
Town House Heating - Oil	5,500
Equipment Maintenance	2,500
Prop Maintenance - Landscaping	5,000
Travel Expense - All Departments	4,000
Office Supplies	4,500
Postage - All Departments	1,200
Building/Kitchen Supplies	1,500
Computer Hardware	2,000
Computer Software	1,500
Computer Maintenance	2,000
Website Hosting Annual Fee	2,000
Annual Email Fee	1,800
Cellular Phones	1,250
Training & Education	5,000
Dues & Subscriptions	2,000
Bank Fees - Misc Charges	100
Payroll Processing Fees	3,500
Contract Services - Copier Lease	1,400
Bad Debt Expense	2,000
Town Master Plan	55,000
Total Administration	485,450
PUBLIC SAFETY	

TOWN OF SYKESVILLE

BUDGET

FY 2021

	FY 2021 Budget
Salaries	477,500
Overtime	14,000
Grant Overtime	5,500
New Employee Background & Screening	1,500
Court Pay	9,500
Vacation Time Payout	-
Utilities	4,000
Building Maintenance	7,500
Housekeeping	6,000
Heating - Oil	1,500
Equipment Maintenance	8,000
Gasoline & Oil	15,000
Property Maintenance	1,000
Vehicle Maintenance	10,000
Office Supplies	3,000
Operating Supplies and Expense	3,000
Computer Hardware	5,000
Computer Software	5,500
Computer Maintenance	2,000
Uniforms	4,500
Cellular Phones/Mobile Data Terminals	4,000
Training & Education	2,500
Subscriptions	2,000
Ammunition	3,000
Contract Services - Copier Lease	1,400
Auxiliary Police	2,000
Total Public Safety	598,900
PUBLIC WORKS & SANITATION	
Salaries	289,500
Salaries - Overtime - excluding snow removal	2,000
Comp Time Pay Out	-
Vacation Time Pay Out	-
Utilities	2,900
Building Maintenance	2,500
Heating	2,500

TOWN OF SYKESVILLE

BUDGET

FY 2021

	FY 2021 Budget
Equipment Maintenance	4,000
Dumpsters/Sanitation Equipment	2,500
Gasoline & Oil	22,500
Vehicle Maintenance	27,500
Office Supplies	500
Operating Supplies and Expense	7,500
Computer Hardware	500
Computer Maintenance	500
Internet Service	1,050
Uniforms	2,500
Protective/Safety Equipment	3,000
Employee Shoe Program	1,400
Cellular Phones	1,500
Training and Education	1,000
CDL - Drug & Alcohol Testing	1,100
Tipping Fees	100,000
Raincliffe Trash Rebate	14,500
Total Public Works & Sanitation	490,950
STREETS & ROADS	
Snow Removal - Overtime	5,500
Misc Road materials	2,500
Snow Removal Contract Services	1,000
Snow Removal Supplies - Other	25,000
Drainage & Inlets	5,000
Road Repair/Patching	5,000
Parking Lot Planting Beds Maintenance	1,500
Street Lighting Electric Service	50,000
Signs	2,500
Total Streets & Roads	98,000
PARKS MAINTENANCE	
Utilities	4,000
Housekeeping	1,200
Equipment Maintenance	2,000
Property Maintenance	12,500

TOWN OF SYKESVILLE

BUDGET

FY 2021

	FY 2021 Budget
Vandalism Repairs	750
Operating Supplies and Expense	7,500
Grass Cutting Code Enforcmt	-
Contract Landscaping	1,500
Tree Care/Maintenance	20,000
Sediment Pond Maintenance/Stormwater	55,000
Property Maintenance - SBP	10,000
Utilities at SBP	1,000
Little Sykes Building Maint	1,000
Little Sykes Property Maint	1,000
Little Sykes Mini-Train Maint.	1,000
Total Parks Maintenance	118,450
MAIN STREET/DOWNTOWN	
Contributions to Main St Assoc	50,000
Military Memorial Expenditures	500
Total Main Street / Downtown	50,500
VISITOR CENTER & POST OFFICE	
Salaries	35,000
Utilities	4,500
Security Services-Professional	275
Telephone	725
Business Machine Supplies	500
Building Maintenance	19,000
Housekeeping	3,500
Office Supplies	500
Retail Sales Expense	500
Postage for Resale Expense	125,000
Internet Service	1,200
ACH Merchant Fees	3,200
Total Visitor Center & Post Office	193,900
HISTORIC BUILDINGS	
Schoolhouse Utilities	3,000
Schoolhouse Telephone	350

TOWN OF SYKESVILLE

BUDGET

FY 2021

	FY 2021 Budget
Schoolhouse Building Maintenance	2,000
Schoolhouse Housekeeping	500
Schoolhouse Supplies	500
Utility Exp Grant-S&P Railway	500
Bldg. Maint.-Baldwin's Station	1,200
Total Sykesville Schoolhouse	8,050
GATE HOUSE MUSEUM	
Salaries - Curators	34,500
Utilities	1,500
Security Services-Professional	500
Telephone	350
Building Maintenance	7,500
Computer Expenses	500
Heating	3,500
Property Maintenance - Landscaping	250
Museum Events	1,000
Operational Expenses	500
Internet Service	1,100
Educational Programs	250
Marketing	500
Exhibit Planning / Program Development	1,500
Total Gatehouse Museum	53,450
PARKS & RECREATION	
Advertising	350
Concert Bands	500
Miscellaneous Holiday Events	250
Concessions	500
Movies in the Park	1,500
Yoga in the Park	150
Cinema Equipment Maintenance	1,000
Pre-Event Activities	500
Total Parks & Events	4,750
EMPLOYEE BENEFITS	

TOWN OF SYKESVILLE

BUDGET

FY 2021

	FY 2021 Budget
Short Term Disability	5,500
Retirement Plan/401a	45,000
Workers' Comp Insurance	71,000
Long Term Disability/Employer	2,500
Life Insurance	3,000
Health Insurance-Employer's Share	317,000
Social Security/Medicare - Employer's Share	90,000
Police Chief Retirement Plan	9,000
New Acct - LEOPS Retirement Plan	60,000
Unemployment Tracking Service	240
Total Employee Benefits	603,240
DEBT SERVICE	
2008 GO Bond - Principal	89,257
2008 GO Bond - Interest	9,590
Total Debt Service	98,847
CAPITAL OUTLAY	-
Public Safety:	100,700
Public Works & Sanitation	171,500
Town House	54,500
Streets & Roads	192,032
Façade Grant Reimb. Expenditures	35,000
Transfer to Capital Reserve	38,360
Linear Trail	50,000
Total Capital Outlay	642,092
Total Expenditures	3,635,291
Net Revenue Over (Under) Expenses	-