



TOWN OF BERWYN HEIGHTS

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MAYOR
Jodie A. Kulpa-Eddy

COUNCIL MEMBERS
Christopher J. Rasmussen (Mayor Pro Tem)
Patricia D. Dennison
Maria T. Robles
Lynn White

ORDINANCE 171 – TOWN BUDGET FOR FY 2017

AN ORDINANCE providing for the Town Budget for Fiscal Year 2017 and setting the tax rate levy on all the assessed valuations of real and personal property located in the Town of Berwyn Heights.

Section 1. BE IT ORDAINED by the Town Council of the Town of Berwyn Heights that the FY 2017 Town Budget was presented at the Town Meeting of April 13, 2016, pursuant to the authority in Section 602 of the Berwyn Heights Town Charter; and

Section 2. BE IT FURTHER ORDAINED by the Town Council of the Town of Berwyn Heights, pursuant to the authority in Section 604 of the Berwyn Heights Town Charter, that the Town Budget for Fiscal Year 2017 is attached hereto and was distributed at the Town Meetings on April 13 and May 11, 2016; and

Section 3. BE IT FURTHER ORDAINED that the Real Property Tax Levy for Fiscal Year 2017 beginning July 1, 2016 is fifty-three cents (\$0.53) per one hundred dollars (\$100.00) of assessed real property valuation. If said real property tax is not paid before the first day of October 2016, the same shall bear interest and penalty until paid; and

Section 4. BE IT FURTHER ORDAINED that the Personal Property Tax Levy for Fiscal Year 2017 beginning July 1, 2016 is one dollar and thirty-two point five cents (\$1.325) per one hundred dollars (\$100.00) of assessed personal property valuation; and

Section 5. BE IT FURTHER ORDAINED that the Town Administrator is directed to place three cents (\$0.03) per hundred dollars (\$100.00) of assessed real property valuation and seven point five cents (\$0.075) per one hundred dollars (\$100.00) of assessed personal property valuation into the Infrastructure Improvement Reserve Fund to install, improve, repair, or reconstruct roads, curbs, gutters, sidewalks, and other infrastructure; and

Section 6. BE IT FURTHER ORDAINED that the Town Administrator is authorized to transfer funds as necessary from “Salaries to General Administration” within any activity, but no transfer of funds from one activity to another shall be made without the prior authorization of Town Council; and

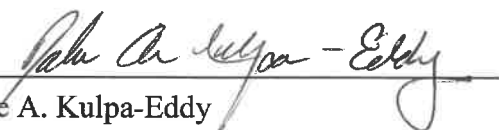
Section 7. BE IT FURTHER ORDAINED that this budget ensures that more than adequate funds are maintained in the Town’s Fund Balance to cover three months of operating expenses in the event they are needed.

NOW, THEREFORE, BE IT ORDAINED that the Town Council of the Town of Berwyn Heights does hereby adopt this budget with a supporting real property tax rate of fifty-three cents (\$0.53) per \$100.00 of assessed valuations of real property and one dollar and thirty-two point five cents (\$1.325) per \$100.00 of valuations of personal property for Fiscal Year 2017 beginning July 1, 2016 through June 30, 2017, which rates shall become effective July 1, 2016.

AND BE IT FURTHER ORDAINED that if any section or provisions or parts in this Ordinance shall be adjudicated to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity of this Ordinance as a whole or any other section or provision or part thereof.

AND BE IT FURTHER ORDAINED by the Town Council of the Town of Berwyn Heights, that this Ordinance shall become effective on the 31st day of May 2016, after having been read at two successive Town Meetings on April 13 and May 11, 2016, pursuant to Section 311 of the Berwyn Heights Charter, unless within twenty days after its passage a Referendum Petition, pursuant to Section 311.2 of the Berwyn Heights Charter, is filed with the Town Administrator. If such a Petition is filed, this Ordinance shall be held in abeyance pending the outcome of a special election pursuant to Section 311.2 of the Berwyn Heights Charter.

By the Order of Mayor and Town Council



Jodie A. Kulpa-Eddy
Mayor of Berwyn Heights

ATTEST:



Kerstin Harper, Town Clerk

May 11, 2016
Date

Adopted: May 11, 2016
Effective: May 31, 2016

Effective: June 3, 2015



FY 2017 - GENERAL FUND BUDGET

	Adopted FY 2016 Budget	Adopted FY 2017 Budget
REVENUES		
TAXES		
Real Estate	\$ 1,283,788	\$ 1,407,605
Real Estate Taxes for Dedicated Infrastructure Reserve Fund	\$ 77,227	\$ 84,456
Personal Property Taxes	\$ 257,700	\$ 257,700
Personal Property - Prior Years	\$ 7,300	\$ 7,300
Personal Property Tax Taxes for Dedicated Infrastructure Reserve Fund	\$ 14,000	\$ 15,000
Penalties and Interest on Taxes	\$ 1,800	\$ 3,000
Income Tax	\$ 410,000	\$ 430,000
Recycling Fee	\$ 72,170	\$ 72,170
Total Taxes	\$ 2,123,985	\$ 2,277,231
LICENSE AND PERMITS		
Business Licenses	\$ 15,500	\$ 17,000
Business Licenses - Prior Years	\$ 2,500	\$ 2,500
Traders Licenses	\$ 1,100	\$ 2,600
Building Permits	\$ 8,500	\$ 8,000
Cable TV Fees - Comcast	\$ 16,000	\$ 15,000
Cable TV Fees - Verizon	\$ 31,000	\$ 32,000
Rental Licenses	\$ 64,500	\$ 57,000
Dumpster Permits	\$ 1,100	\$ 500
PODS Permits	\$ 900	\$ 700
Total Licenses and Permits	\$ 141,100	\$ 135,300
INTERGOVERNMENTAL		
State Police State Grant	\$ 47,812	\$ 51,430
Disposal Fee Rebate	\$ 8,232	\$ 8,232
Highway User Fee	\$ 76,610	\$ 110,216
Maryland Smart Energy Communities Grant	\$ 25,000	\$ 20,200
Total Intergovernmental	\$ 157,654	\$ 190,078

FY 2017 - GENERAL FUND BUDGET

	Adopted FY 2016 Budget	Adopted FY 2017 Budget
SERVICE CHARGES		
Pedestrian Bridge Reimbursement	\$ 2,700	\$ 2,700
Van Fares	\$ -	\$ -
Total Service Charges	\$ 2,700	\$ 2,700
FINES AND FORFEITURES		
Police Department	\$ 48,000	\$ 50,000
Speed Camera	\$ 50,000	\$ 30,000
Code Compliance Fines	\$ 22,465	\$ 20,000
Total Fines and Forfeitures	\$ 120,465	\$ 100,000
MISCELLANEOUS		
Interest & Dividend Income	\$ 15,000	\$ 18,000
Town Center Rental	\$ 5,200	\$ 5,200
Recycling (PG Scrap)	\$ 800	\$ 1,000
Appliance Pick-up Fees	\$ 700	\$ 300
Recycling (Waste Management)	\$ 1,500	\$ -
Sales of bags, copying & faxing	\$ 250	\$ 250
Other	\$ 250	\$ 2,400
Police Dept.-Miscellaneous	\$ 2,500	\$ 3,000
Advertising in Bulletin	\$ 6,000	\$ 3,500
Sale of Assets	\$ 1,000	\$ 5,000
Cable TV Capital PEG Grant - Comcast	\$ 9,400	\$ 9,400
Cable TV Capital PEG Grant - Verizon	\$ 19,600	\$ 21,000
Abatement/ Code	\$ 1,000	\$ -
Greenbelt Station Metroland Impact Fees	\$ 225,000	\$ 230,000
Total Miscellaneous	\$ 288,200	\$ 299,050
TOTAL RECEIPTS	\$ 2,834,104	\$ 3,004,359
FUND BALANCE and RESERVES		
<i>Fund Balance - Operating Budget</i>	\$ 50,000	\$ -
<i>Fund Balance - Capital Projects & Purchases</i>	\$ 42,800	\$ -
<i>Reserve - Vehicle Replacement</i>	\$ 163,000	\$ 9,000
<i>Reserve - Public Safety (Speed Camera)</i>	\$ -	\$ 7,400
<i>Reserve - Greenbelt Station South Core</i>	\$ -	\$ -
Total Fund Balance and Reserves	\$ 255,800	\$ 16,400
TOTAL REVENUES	\$ 3,089,904	\$ 3,020,759

FY 2017 - GENERAL FUND BUDGET

	Adopted FY 2016 Budget	Adopted FY 2017 Budget
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EXPENDITURES		
GENERAL GOVERNMENT		
Mayor and Council	\$ 29,000	\$ 29,000
Town Administration	\$ 350,334	\$ 355,622
Municipal Building	\$ 27,366	\$ 15,200
Town Center	\$ 33,916	\$ 25,050
Total General Government	\$ 440,616	\$ 424,872
PUBLIC SAFETY & HEALTH		
Police Department	\$ 661,244	\$ 693,676
Public Safety Miscellaneous	\$ 13,000	\$ 13,000
Total Public Safety & Health	\$ 674,244	\$ 706,676
CODE COMPLIANCE		
Code Compliance Program	\$ 108,401	\$ 115,955
Van Program	\$ 1,000	\$ 1,200
Total Code Compliance Department	\$ 109,401	\$ 117,155
PUBLIC WORKS		
Public Works Building	\$ 30,650	\$ 29,250
Streets, Sanitation, Recycling & Street Lighting	\$ 652,725	\$ 667,660
Total Public Works	\$ 683,375	\$ 696,910
PARKS and RECREATION	\$ 25,000	\$ 28,500
CABLE	\$ 20,134	\$ 14,840
NON-DEPARTMENTAL		
Insurance	\$ 105,100	\$ 107,400
Employee Benefits	\$ 292,005	\$ 298,304
4-Cities Street Sweeper Program	\$ 19,000	\$ 19,000
Consultant Services	\$ 68,500	\$ 33,000
Total Non-Departmental	\$ 484,605	\$ 457,704

FY 2017 - GENERAL FUND BUDGET

	Adopted FY 2016 Budget	Adopted FY 2017 Budget
CAPITAL PROJECTS: OPERATING		
Police Vehicles	\$ 34,792	\$ -
Telephone System	\$ -	\$ 18,980
Access Control Devices	\$ -	\$ 500
Administration Vehicle	\$ -	\$ 29,200
Town Hall Museum Improvements	\$ -	\$ 1,000
Town Hall HVAC	\$ -	\$ 15,640
Infrastructure Reserve Fund	\$ 56,610	\$ 90,216
Infrastructure Reserve Fund Road Tax	\$ 91,227	\$ 99,456
Vehicle Equipment/Replacement Reserve Fund	\$ 58,600	\$ 93,400
Public Safety Reserve Fund	\$ 21,000	\$ -
PEG Cable TV Reserve Fund	\$ -	\$ 15,560
Greenbelt Station Reserve Fund	\$ 180,000	\$ 200,000
Transfer to Unrestricted Fund Balance	\$ -	\$ 2,750
Total Capital Projects: Operating	\$ 442,229	\$ 566,702
Total Operating Budget	\$ 2,879,604	\$ 3,013,359
CAPITAL PROJECTS: FUND BALANCE & RESERVE		
Public Works Vehicles	\$ 182,300	\$ -
Parks, Recreation Equipment & Projects	\$ 3,000	\$ -
Police Equipment	\$ -	\$ 7,400
Building & Grounds Improvements	\$ 25,000	\$ -
Total Capital Projects: Fund Balance & Reserve	\$ 210,300	\$ 7,400
TOTAL EXPENDITURES	\$ 3,089,904	\$ 3,020,759

**One-Page Summary - General Fund
FY 2017 Adopted Budget**

	FY 2013 Actual	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	% Variation
Real Estate Property Tax	\$ 1,461,218	\$ 1,228,776	\$ 1,277,093	\$ 1,283,788	\$ 1,407,605	10%
Penalties on Taxes	\$ 4,458	\$ 3,419	\$ 3,806	\$ 1,800	\$ 3,000	67%
Personal Property Tax	\$ 235,035	\$ 265,576	\$ 265,506	\$ 265,000	\$ 265,000	0%
Road Fund Tax	\$ 109,096	\$ 96,497	\$ 98,753	\$ 91,227	\$ 99,456	9%
Income Tax	\$ 421,066	\$ 406,645	\$ 438,407	\$ 410,000	\$ 430,000	5%
Recycling Fee	\$ 72,030	\$ 72,170	\$ 72,170	\$ 72,170	\$ 72,170	0%
Highway User Revenue	\$ 24,930	\$ 86,995	\$ 86,430	\$ 76,610	\$ 110,216	44%
Police Aid	\$ 38,505	\$ 50,493	\$ 51,430	\$ 47,812	\$ 51,430	8%
Licenses and Permits	\$ 132,731	\$ 141,844	\$ 133,824	\$ 141,100	\$ 135,300	-4%
Service Charges	\$ 2,701	\$ 4,685	\$ 2,402	\$ 2,700	\$ 2,700	0%
Intergovernmental/Grants	\$ 99,232	\$ 8,232	\$ 25,220	\$ 33,232	\$ 28,432	-14%
Fines and Forfeitures	\$ 50,983	\$ 61,121	\$ 100,379	\$ 120,465	\$ 100,000	-17%
Miscellaneous	\$ 60,858	\$ 94,987	\$ 297,665	\$ 288,200	\$ 299,050	4%
Total Operating Receipts	\$ 2,712,843	\$ 2,521,440	\$ 2,853,086	\$ 2,834,104	\$ 3,004,359	6%
Transfers from Reserves	\$ 20,345	\$ -	\$ 467,561	\$ 163,000	\$ 16,400	-90%
Transfers from Fund Balance						
For Operating Budget	\$ -	\$ -	\$ -	\$ 50,000	\$ -	-100%
For Capital Projects	\$ -	\$ -	\$ 479	\$ 42,800	\$ -	-100%
Total Revenues	\$ 2,733,188	\$ 2,521,440	\$ 3,321,126	\$ 3,089,904	\$ 3,020,759	-2%
Mayor and Council	\$ 16,385	\$ 19,129	\$ 24,207	\$ 29,000	\$ 29,000	0%
Town Administration	\$ 314,152	\$ 336,030	\$ 361,592	\$ 350,334	\$ 355,622	2%
Municipal Building	\$ 30,035	\$ 22,443	\$ 21,971	\$ 27,366	\$ 15,200	-44%
Town Center	\$ 41,826	\$ 36,443	\$ 45,877	\$ 33,916	\$ 25,050	-26%
Police Department	\$ 606,504	\$ 564,541	\$ 615,056	\$ 661,244	\$ 693,676	5%
Misc. Public Safety	\$ 2,380	\$ 2,656	\$ 14,559	\$ 13,000	\$ 13,000	0%
Code Compliance & Van	\$ 103,567	\$ 91,372	\$ 98,971	\$ 109,401	\$ 117,155	7%
Public Works	\$ 706,615	\$ 625,865	\$ 684,802	\$ 683,375	\$ 696,910	2%
Parks & Recreation	\$ 14,745	\$ 15,661	\$ 16,325	\$ 25,000	\$ 28,500	14%
Cable	\$ 4,851	\$ 5,003	\$ 10,492	\$ 20,134	\$ 14,840	-26%
Insurance	\$ 92,259	\$ 99,391	\$ 88,408	\$ 105,100	\$ 107,400	2%
Employee Benefits	\$ 230,628	\$ 258,565	\$ 228,531	\$ 292,005	\$ 298,304	2%
4-Cities Street Sweeper	\$ 14,424	\$ 16,203	\$ 13,798	\$ 19,000	\$ 19,000	0%
Consultant Services	\$ -	\$ -	\$ -	\$ 68,500	\$ 33,000	-52%
Capital Operating Expenditures	\$ 122,746	\$ 49,418	\$ 39,286	\$ 34,792	\$ 65,320	88%
Transfers to Reserves	\$ 224,774	\$ 286,160	\$ 383,513	\$ 407,437	\$ 501,382	23%
Total Operating Budget	\$ 2,525,891	\$ 2,428,880	\$ 2,647,388	\$ 2,879,604	\$ 3,013,359	5%
Capital Projects & Purchases	\$ 186,097	\$ 23,614	\$ 673,738	\$ 210,300	\$ 7,400	-96%
Total Expenditures	\$ 2,711,988	\$ 2,452,494	\$ 3,321,126	\$ 3,089,904	\$ 3,020,759	-2%
Net Total (Transferred to Fund Balance)	\$ 21,200	\$ 68,946	\$ 0	\$ -	\$ -	
Reserve Balances						
Operating Reserve	\$ 442,000	\$ 442,000	\$ 442,000	\$ 442,000	\$ 442,000	
Cable TV Reserve	35,294	62,013	81,948	62,013	88,239	
Infrastructure Improvement Reserve	204,015	377,507	553,790	699,152	913,490	
NW/EP Trailer Reserve	5,163	6,007	4,448	2,507	4,448	
Recycling/Tipping Fund	-	10,163	10,000	10,000	10,000	
Vehicle Replacement Reserve	230,769	305,711	318,609	235,211	245,354	
Greenbelt Station Impact Fee Reserve			108,456	180,000	610,820	
Total Reserves	\$ 917,241	\$ 1,203,401	\$ 1,519,251	\$ 1,630,883	\$ 2,314,351	
Total Fund Balance	\$ 914,549	\$ 985,575	\$ 985,096	\$ 512,156	\$ 816,952	