

**FY 2021 Proposed Budget
GENERAL FUND- DRAFT**

ACCT#	ACCOUNT NAME	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2020 as of 12/31/19	FY 2021 proposed	% Change from FY20 to FY21	\$ Change from FY20 to FY21
REVENUES								
TAXES AND FEES								
310-100	Real Estate (RE) Taxes - Current Year	\$1,509,379	\$1,633,593	\$1,808,225	\$1,314,638	\$1,897,304	4.93%	\$89,079
310-110	RE Taxes - Prior Years	\$1,019	\$10,302		\$405			
310-115	RE Taxes Penalty & Interest	\$5,662	\$8,277		\$1,162			
310-116	RE Tax - Road Repair Fund - Current Year	\$97,630	\$105,294	\$105,333	\$81,150	\$110,522	4.93%	\$5,189
310-200	Personal Property Tax - Current Year	\$213,830	\$200,178	\$220,000	\$200	\$220,000	0.00%	\$0
310-210	Personal Property Tax - Prior Years	\$105,158	\$2,262		\$0			
310-300	Personal Property Taxes Penalty & Interest	\$2,602	\$681		\$0			
310-301	Personal Property Taxes - Road Repair Fund	\$15,238	\$12,141	\$12,320	\$0	\$12,320	0.00%	\$0
310-302	PPT - Road Repair Fund- Prior Years	\$18,642	\$218		\$0			
310-400	Income Tax	\$381,103	\$429,228	\$375,000	\$195,637	\$375,000	0.00%	\$0
310-500	Refuse and Recycling Collection Fee	\$72,170	\$72,170	\$97,945		\$97,945	0.00%	\$0
310-600	PSTD- RE Taxes		(\$3,234)		\$2,120			
310-601	PSTD- Personal Property Tax		(\$1,054)					
310-700	Admission & Amusement Tax	\$378	\$89					
TOTAL: TAXES AND FEES		\$2,422,811	\$2,470,145	\$2,618,823	\$1,595,312	\$2,713,091	3.60%	\$94,268
LICENSES AND PERMITS								
323-100	Business Licenses	\$16,607	\$15,588	\$17,000	\$16,079	\$17,000	0.00%	\$0
323-115	Business Licenses - Late Fee	\$1,475	\$225		\$950			
323-150	Business Licenses - Prior Years	\$1,365	\$0	\$1,000	\$0		-100.00%	-\$1,000
323-200	Traders Licenses	\$3,749	\$2,632	\$2,000	\$516	\$2,000	0.00%	\$0
323-300	Building Permits	\$14,847	\$9,673	\$7,000	\$14,278	\$8,000	14.29%	\$1,000
323-400	Cable TV Fees - Comcast	\$15,486	\$13,593	\$15,600	\$6,517	\$15,600	0.00%	\$0
323-401	Cable TV Fees - Verizon	\$31,935	\$30,242	\$33,000	\$15,039	\$33,000	0.00%	\$0
323-500	Rental Licenses	\$61,848	\$59,773	\$61,500	\$34,500	\$66,000	7.32%	\$4,500
323-600	Dumpster Permits	\$1,744	\$1,262	\$1,000	\$450	\$1,000	0.00%	\$0
323-800	Portable Storage Permits	\$746	\$204	\$300	\$50	\$300	0.00%	\$0
TOTAL — LICENSES & PERMITS		\$149,802	\$133,192	\$138,400	\$88,380	\$142,900	3.25%	\$4,500
INTERGOVERNMENTAL/ GRANTS								
335-100	Police Aid	\$49,743	\$47,029	\$44,627	\$22,230	\$44,627	0.00%	\$0
335-200	Disposal Fee Rebate	\$8,232	\$6,174	\$8,232	\$4,116	\$8,232	0.00%	\$0
335-350	Police Protection Grants		\$7,800					\$0
335-500	Highway User Fee	\$100,561	\$112,797	\$140,412	\$48,420	\$147,712	5.20%	\$7,300
335-979	Maryland Smart Energy Communities	\$8,000	\$20,000		\$0	\$0		\$0
TOTAL: INTERGOVERNMENTAL		\$166,536	\$193,800	\$193,271	\$74,765	\$200,571	3.78%	\$7,300

** Restricted use: Roads

** Restricted use: Roads

15 new rental properties

** Restricted use: Police

** Restricted use: Roads

**FY 2021 Proposed Budget
GENERAL FUND- DRAFT**

ACCT#	ACCOUNT NAME	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2020 as of 12/31/19	FY 2021 proposed	% Change from FY20 to FY21	\$ Change from FY20 to FY21
SERVICE CHARGES								
361-100	Pedestrian Bridge Reimbursement	\$1,323	\$35	\$2,000	\$70	\$100	-95.00%	-\$1,900
361-200	Van fares	\$135	\$12			\$0		\$0
TOTAL: SERVICE CHARGES		\$1,458	\$47	\$2,000	\$70	\$100	-95.00%	-\$1,900
FINES AND FORFEITURES								
362-100	Police Department	\$58,277	\$45,174	\$55,000	\$51,480	\$55,000	0.00%	\$0
362-110	Speed Camera			\$20,000			-100.00%	-\$20,000
362-200	Code Compliance Fines	\$8,760	\$2,214	\$5,000	\$2,200	\$5,000	0.00%	\$0
362-210	Code Lien Paid- Current Year	\$24,938	\$100					\$0
362-211	Code Lien Paid- Prior Year	\$19,888	\$12,064		\$3,050			\$0
362-212	Code Lien Interest	\$8,519	\$421		\$423			\$0
TOTAL: FINES & FORFEITURES		\$120,382	\$59,973	\$80,000	\$57,153	\$60,000	-25.00%	-\$20,000
MISCELLANEOUS								
370-100	Interest & Dividend Income	\$294	\$19	\$0	\$8			\$0
370-110	Interest & Dividend Income Old Line Bank	\$17,743	\$14,852	\$15,000	\$7,344	\$15,000	0.00%	\$0
370-200	Town Center Rental	\$5,616	\$5,532	\$5,000	\$3,550	\$5,000	0.00%	\$0
370-300	Recycling	\$809	\$977	\$1,000	\$598	\$1,000	0.00%	\$0
370-301	Appliance Pick-up	\$614	\$588	\$300	\$335	\$300	0.00%	\$0
370-303	Bulk Trash Pick up	\$229	\$713		\$350			\$0
370-400	Notary & copying service	\$431	\$134	\$100	\$114	\$200	100.00%	\$100
370-500	Other	\$5,225	\$1,643	\$2,000	\$3,210	\$2,000	0.00%	\$0
370-550	Police Dept. - Miscellaneous	\$2,686	\$3,295	\$3,000	\$2,120	\$3,000	0.00%	\$0
370-600	Advertising in Bulletin	\$5,946	\$5,154	\$4,000	\$258	\$4,000	0.00%	\$0
370-700	Sale of Assets	\$221	\$0	\$2,000	\$8,298	\$2,000	0.00%	\$0
370-800	Cable TV PEG Grant - Comcast	\$9,291	\$8,156	\$9,400	\$3,910	\$9,400	0.00%	\$0
370-801	Cable TV PEG Grant - Verizon	\$20,311	\$19,234	\$21,000	\$9,565	\$21,000	0.00%	\$0
370-912	Insurance Recovery Proceeds	\$36,426	\$15,461					\$0
370-913	Greenbelt Station South Core Fee	\$152,304	\$172,344	\$24,052	\$24,052	\$0	-100.00%	-\$24,052
TOTAL: MISCELLANEOUS		\$258,146	\$248,102	\$86,852	\$63,713	\$62,900	-27.58%	-\$23,952
TOTAL RECEIPTS		\$3,119,135	\$3,105,259	\$3,119,346	\$1,879,393	\$3,179,562	1.93%	\$60,216

correction

+\$1 per page

** Restricted use: Cable

** Restricted use: Cable

Project completed

**FY 2021 Proposed Budget
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ACCT#	ACCOUNT NAME	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2020 as of 12/31/19	FY 2021 proposed	% Change from FY20 to FY21	\$ Change from FY20 to FY21	
FUND BALANCE									
301-100	Fund Balance - Operating Budget			\$207,974		\$149,997	-27.88%	-\$57,977	
	Fund Balance -Police Vehilces					\$50,800		\$50,800	ENH. PD Vehicle
301-300	Fund Balance - Capital Projects & Purchases			\$313,403		\$30,120	-90.39%	-\$283,283	ENH. Capital projects
Reserve Transfers									
301-401	Reserve - Vehicle Replacement					\$353,340		\$353,340	ENH. Public Works Vehicles
301-402	Reserve - Infrastructure Improvement			\$0		\$30,000		\$30,000	
301-403	Reserve - PEG Cable TV			\$30,000		\$35,482	18.27%	\$5,482	Reg. Program cost
301-404	Reserve - Public Safety (Speed Camera)	\$39,315						\$0	
301-405	Reserve - NW Trailer					\$5,914		\$5,914	
TOTAL: FUND BALANCE & RESERVE TRANS.		\$39,315	\$0	\$551,377	\$0	\$655,653	18.91%	\$104,276	
TOTAL REVENUES		\$3,158,450	\$3,105,259	\$3,670,723	\$1,879,393	\$3,835,215	4.48%	\$164,492	

**FY 2021 Proposed Budget
GENERAL FUND- DRAFT**

** Restricted use: Cable			
370-800	Comcast Peg funds Recvd	\$9,400	
370-801	Verizon PEG Funds Recvd	\$21,000	
301-403	Transfer from Cable Reserve Account	\$35,482	\$65,882
	(Total cost of Cable operations)		\$65,882
	Balance paid from General Fund		\$0

** Restricted use: Road			
335-500	Total Highway User Revenue	\$147,712	
310-100	Total of RE Road Tax	\$110,522	
310-301	Total of PPT Road Tax	\$12,320	\$270,554
340-048	(street repairs materials)	\$7,000	
340-049	(street projects & repairs)	\$20,000	
340-050	(street signs & traffic control)	\$7,000	
570-002	(Road repairs)	\$210,000	
571-002	(Infra. Imp. Walkable Bikeable Community)	\$30,000	\$274,000
	Balance paid from General Fund		(\$3,446)

Capital Projects

Police Department

570-006	SUV Hybrid		\$50,800
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Public Works Department

570-009	Public Works Equipment	\$9,120	
570-011	Police Equipment	\$12,000	
570-027	Codification	\$9,000	\$30,120

****Restricted use: Vehicle Reserve Account**

301-401	F350 truck- no body	\$353,340	
301-401	Trash Truck	\$199,000	
301-401	Leaf Machine	\$103,810	656,150

**** Restricted use: Trailer**

571--025	NW Trailer fund	\$5,914	
301-405	New Trailer cost		\$5,914
	Balance		\$0

TOTAL REVENUE:	\$3,835,215		
RESTRICTED:TRAILER		\$5,914	
RESTRICTED: CABLE		\$30,400	
RESTRICTED: ROADS		\$270,554	
RESTRICTED: POLICE		\$44,627	\$351,495
TOTAL UNRESTRICTED			\$3,483,720

EXPENSES	Fy 20	adopted	Fy 21 proposed	\$ change
GENERAL GOV.	\$509,346		\$517,870	\$8,524
POLICE	\$894,251		\$859,300	-\$34,951
CODE	\$174,800		\$180,900	\$6,100
PUBLIC WORKS	\$818,730		\$788,425	-\$30,305
RECREATION	\$34,450		\$34,450	\$0
CABLE	\$60,400		\$65,882	\$5,482
MISC.	\$531,328		\$562,941	\$31,613
CAPITAL OPER.	\$109,215		\$436,193	\$326,978
SUBTOTAL	\$3,132,520		\$3,445,961	\$313,441
CAPITAL FUND	\$538,203		\$389,254	-\$148,949
TOTAL EXPENSES	\$3,670,723		\$3,835,215	\$164,492
	\$0		\$0	

**** Restricted use: Police**

	Total PD expenses	\$859,300
335-100	State Aid Police Protection	\$44,627
	To be paid from General Fund	\$814,673

****Heath Insurance detail**

	Actual Insurance cost	197,051
	Employee contribution =26.8%	21,840
560-071	Health Insurance	\$175,211

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GENERAL GOVERNMENT									
MAYOR and COUNCIL									
110-015	Council Conventions & Training	\$6,073	\$7,156	\$8,500	\$1,824	\$8,500	0.00%	\$0	
110-016	Council Public Relations	\$269	\$996	\$1,000		\$1,000	0.00%	\$0	
110-017	Education	\$3,352	\$4,418	\$4,000		\$4,000	0.00%	\$0	
110-019	Council Stipends	\$16,000	\$14,500	\$15,000	\$7,500	\$15,000	0.00%	\$0	
110-021	Miscellaneous	\$1,138	\$532	\$500	\$117	\$500	0.00%	\$0	
110-029	Council Communications	\$71	\$499	\$500	\$48	\$500	0.00%	\$0	
110.078	Spay and Neuter Program			\$0	\$0	\$600		\$600	ENH. Nueter program
TOTAL: MAYOR and COUNCIL		\$26,903	\$28,101	\$29,500	\$9,489	\$30,100			
TOWN ADMINISTRATION									
130-001	Salaries	\$246,104	\$245,293	\$309,216	\$140,626	\$319,600	3.36%	\$10,384	COLA
130-003	Temporary Services	\$884	\$0		\$0			\$0	
130-004	FICA	\$19,835	\$25,217	\$23,100	\$10,665	\$25,000	8.23%	\$1,900	
	Subtotal: Personnel	\$266,823	\$270,510	\$332,316	\$151,290	\$344,600	3.70%	\$12,284	
								\$0	
130-007	Office Supplies	\$4,164	\$4,757	\$5,000	\$4,107	\$4,300	-14.00%	-\$700	
130-008	Postage	\$1,553	\$1,506	\$1,500	\$203	\$1,500	0.00%	\$0	
130-009	Bulletin	\$23,794	\$23,288	\$23,000	\$10,560	\$23,000	0.00%	\$0	
130-010	Repairs & Maintenance		\$1,000	\$1,000	\$86	\$1,000	0.00%	\$0	
130-011	Audit Services	\$16,336	\$9,974	\$13,000	\$10,247	\$13,800	6.15%	\$800	ENH. Audit
130-012	Legal Expenses	\$2,895	\$5,601	\$7,000	\$390	\$7,000	0.00%	\$0	
130-014	Elections- Ballots & Supplies	\$1,368		\$4,600		\$0	-100.00%	-\$4,600	
130-015	Dues and Conferences	\$5,245	\$5,824	\$8,000	\$5,246	\$8,000	0.00%	\$0	
130-016	Public Relations	\$597	\$2,309	\$2,500	\$2,365	\$2,500	0.00%	\$0	
130-017	Training and Seminars	\$1,553	\$2,033	\$2,000	\$1,777	\$2,000	0.00%	\$0	
130-018	Travel	\$880	\$884	\$1,000	\$86	\$1,000	0.00%	\$0	
130-020	Network/Software Support	\$480	\$608	\$500		\$500	0.00%	\$0	
130-021	Miscellaneous	\$1,543	\$1,089	\$3,500	\$1,104	\$3,500	0.00%	\$0	
130-023	Books & Periodicals	\$165	\$694	\$500		\$500	0.00%	\$0	
130-024	Copier Rental & Maintenance	\$2,374	\$5,100	\$4,000	\$1,702	\$4,000	0.00%	\$0	
130-025	Payroll Processing Fees	\$4,378	\$4,214	\$3,500	\$1,978	\$4,200	20.00%	\$700	Add'l Funds
130-026	Newspaper- Employment Notices		\$252			\$0		\$0	
130-028	Gasoline & Oil	\$588	\$524	\$1,000	\$480	\$1,000	0.00%	\$0	
130-032	Communications	\$1,198	\$1,299	\$1,500	\$729	\$1,500	0.00%	\$0	
130-031	Code Supplementation					\$1,000		\$1,000	ENH. Supplementation
130-035	Capital Equipment > \$500	\$580	\$7,419	\$4,000		\$4,000	0.00%	\$0	

**FY 2021 Proposed Budget
GENERAL FUND- DRAFT**

ACCT#	ACCOUNT NAME	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2020 as of 12/31/19	FY 2021 proposed	% Change from FY20 to FY21	\$ Change from FY20 to FY21
Administration Cont.								
130-086	Town Council Dues	\$3,821	\$5,243	\$5,300	\$4,838	\$5,300	0.00%	\$0
130-087	Law Books Subscription	\$1,520	\$903	\$1,500		\$1,500	0.00%	\$0
	Staff Summary	3 F/T; 1P/T	4 F/T	3 F/T ; 2P/T		3 F/T ; 2P/T		
TOTAL: ADMINISTRATION		\$341,855	\$355,031	\$426,216	\$197,188	\$435,700		
MUNICIPAL BUILDING								
170-010	Repairs & Maintenance	\$4,678	\$6,131	\$5,500	\$4,024	\$5,500	0.00%	\$0
170-026	Electricity	\$4,498	\$3,245	\$3,500	\$1,649	\$3,500	0.00%	\$0
170-027	Water & Sewer	\$932	\$207	\$500	\$112	\$500	0.00%	\$0
170-028	Gas	\$776	\$565	\$1,000	\$199	\$1,000	0.00%	\$0
170-030	Custodial Supplies	\$161	\$202	\$500	\$81	\$500	0.00%	\$0
170-031	Improvements of Grounds		\$154	\$2,000	\$370	\$2,000	0.00%	\$0
170-032	Telephone	\$2,643	\$2,981	\$3,000	\$1,433	\$3,000	0.00%	\$0
170-033	Capital Outlay - Building		\$0	\$8,000		\$0	-100.00%	-\$8,000
170-036	Hospitality	\$540	\$768	\$1,000	\$27	\$1,000	0.00%	\$0
TOTAL: MUNICIPAL BUILDING		\$14,228	\$14,253	\$25,000	\$7,895	\$17,000		
TOWN CENTER								
190-007	Office Supplies/ Love Room					\$700		\$700
190-010	Repairs & Maintenance	\$19,495	\$7,081	\$15,030	\$12,113	\$8,530	-43.25%	-\$6,500
190-013	Elevator Repairs & Maintenance					\$6,500		\$6,500
190-021	Miscellaneous	\$276	\$400	\$500	\$323	\$500	0.00%	\$0
190-026	Electricity	\$5,702	\$6,800	\$6,500	\$3,607	\$6,500	0.00%	\$0
190-027	Water & Sewer	\$1,952	\$1,896	\$1,200	\$727	\$1,200	0.00%	\$0
190-028	Gas	\$3,113	\$2,807	\$3,500	\$924	\$3,500	0.00%	\$0
190-030	Custodial Supplies	\$312	\$202	\$500	\$111	\$500	0.00%	\$0
190-032	Telephone	\$1,322	\$1,333	\$1,400	\$561	\$1,400	0.00%	\$0
190-035	Capital Outlay >\$500					\$2,000		\$2,000
	Capital Outlay >\$500					\$1,040		\$1,040
	Capital Outlay >\$500					\$2,700		\$2,700
TOTAL: TOWN CENTER		\$32,172	\$20,519	\$28,630	\$18,366	\$35,070		
TOTAL: GENERAL GOVERNMENT		\$415,158	\$417,904	\$509,346	\$232,937	\$517,870		

Carpet

New line: Office Supplies

New line: Elevator

ENH. Chairs: Upstairs

ENH. Chairs: G. Love Rm

ENH. Oven

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PUBLIC SAFETY									
POLICE DEPARTMENT									
210-001	Salaries & Wages	\$419,854	\$435,880	\$621,451	\$243,281	\$597,200	-3.90%	-\$24,251	ENH. Promotions
210-002	Overtime Wages	\$19,245	\$27,922	\$27,500	\$8,685	\$27,500	0.00%	\$0	
210-003	Shift Differential	\$6,279	\$5,576	\$13,000	\$2,535	\$13,000	0.00%	\$0	
210-004	FICA	\$35,250	\$38,821	\$44,700	\$20,148	\$46,600	4.25%	\$1,900	
210-009	Locality Pay	\$2,400	\$2,862	\$4,800	\$2,215	\$7,200	50.00%	\$2,400	ENH. New officer
210-013	Lanuage Pay					\$5,000		\$5,000	ENH. Language pay
	Subtotal: Personnel	\$483,028	\$511,061	\$711,451	\$276,864	\$696,500	-2.10%	-\$14,951	
210-007	Supplies	\$5,077	\$6,732	\$6,500	\$3,456	\$6,500	0.00%	\$0	
210-008	Postage	\$1,255	\$1,281	\$1,000	\$355	\$1,000	0.00%	\$0	
210-010	Vehicle Repairs	\$16,055	\$19,800	\$18,000	\$8,020	\$18,000	0.00%	\$0	
210-011	Vehicle Preventive Maintenance	\$1,446	\$1,631	\$2,000	\$485	\$2,000	0.00%	\$0	
210-012	Maintenance & Repairs	\$1,651	\$1,485	\$2,000	\$1,038	\$2,000	0.00%	\$0	
210-015	Dues & Conferences	\$1,398	\$1,934	\$4,000	\$101	\$4,000	0.00%	\$0	
210-016	Public Relations	\$1,834	\$4,438	\$5,000	\$3,156	\$5,000	0.00%	\$0	
210-017	Training & Seminars	\$7,555	\$206	\$6,000	\$349	\$6,000	0.00%	\$0	
210-018	Travel	\$1,200					0.00%	\$0	
210-020	Network/Software Support	\$1,797	\$1,021	\$2,000	\$250	\$2,000	0.00%	\$0	
210-021	Miscellaneous	\$3,700	\$3,845	\$3,000	\$1,657	\$3,000	0.00%	\$0	
210-023	Books & Periodicals	\$1,805	\$189	\$600	\$159	\$600	0.00%	\$0	
210-024	Copier Rental & Maintenance	\$2,402	\$1,653	\$3,000	\$1,703	\$3,000	0.00%	\$0	
210-026	Electricity	\$4,520	\$3,670	\$4,000	\$1,750	\$4,000	0.00%	\$0	
210-028	Gasoline & Oil	\$19,758	\$22,431	\$22,000	\$10,567	\$22,000	0.00%	\$0	
210-029	Communications	\$10,333	\$8,821	\$13,000	\$4,463	\$13,000	0.00%	\$0	
210-032	Telephone	\$1,104	\$1,333	\$1,400	\$561	\$1,400	0.00%	\$0	
210-035	Capital Outlay >\$500	\$10,032	\$12,698	\$10,000	\$4,563	\$10,000	0.00%	\$0	
210-036	Police Station Rent	\$20,935	\$20,935	\$24,000	\$10,467	\$24,000	0.00%	\$0	
210-037	Ammunition	\$2,971	\$163	\$2,400		\$2,400	0.00%	\$0	
210-038	Uniforms	\$11,549	\$14,961	\$15,000	\$6,570	\$15,000	0.00%	\$0	
210-050	National Night Out	\$4,433	\$4,689	\$4,000	\$4,059	\$4,000	0.00%	\$0	
210-052	Secret Service Reimbursement		\$945		\$1,278			\$0	
210-053	Speed Camera Administration	\$8,286	\$10,724	\$20,000	\$4,096		-100.00%	-\$20,000	Correction
	Staff Summary	8 F/T; 1 P/T	8 F/T; 1 P/T	9 F/T; 1 P/T		9 F/T; 1 P/T			
	TOTAL: POLICE DEPARTMENT	\$624,124	\$656,646	\$880,351	\$345,966	\$845,400			

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ACCT#	ACCOUNT NAME	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2020 as of 12/31/19	FY 2021 proposed	% Change from FY20 to FY21	\$ Change from FY20 to FY21
PUBLIC SAFETY Cont.								
PUBLIC SAFETY MISCELLANEOUS								
211-076	Neighborhood Watch	\$1,434	\$1,661	\$3,900	\$415	\$3,900	0.00%	\$0
211-090	BH VFD		\$10,000	\$10,000	\$10,000	\$10,000	0.00%	\$0
TOTAL: PUBLIC SAFETY MISC.		\$1,434	\$11,661	\$13,900	\$10,415	\$13,900	0.00%	

TOTAL: PUBLIC SAFETY	\$625,558	\$668,307	\$894,251	\$356,381	\$859,300			
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**CODE COMPLIANCE DEPARTMENT
CODE COMPLIANCE**

220-001	Salaries	\$58,136	\$54,141	\$116,500	\$37,299	\$118,600	1.80%	\$2,100
220-003	Wages - Part Time	\$30,518	\$36,521	\$22,000	\$3,591	\$22,500	2.27%	\$500
220-004	FICA	\$5,763	\$6,487	\$10,500	\$2,662	\$11,000	4.76%	\$500
Subtotal: Personnel		\$94,417	\$97,149	\$149,000	\$43,552	\$152,100	2.08%	\$3,100
220-007	Supplies	\$1,530	\$1,055	\$1,000	\$255	\$1,000	0.00%	\$0
220-008	Postage	\$1,155	\$1,199	\$1,500	\$211	\$1,500	0.00%	\$0
220-010	Vehicle Repairs		\$1,273	\$1,400	\$167	\$1,400	0.00%	\$0
220-011	Vehicle Preventive Maintenance	\$28	\$81	\$100	\$60	\$200	100.00%	\$100
220-015	Dues & Conferences		\$347	\$1,500	\$105	\$1,500	0.00%	\$0
220-016	Public Relations	\$25	\$181	\$400	\$223	\$400	0.00%	\$0
220-017	Training & Seminars	\$325	\$2,000	\$2,000		\$2,800	40.00%	\$800
340-018	Travel				\$0	\$550		\$550
220-020	Network/Software Support	\$6,339	\$10,856	\$7,000	\$6,989	\$10,000	42.86%	\$3,000
220-021	Miscellaneous	\$735	\$226	\$1,000	\$144	\$1,000	0.00%	\$0
220-023	Books & Periodicals		\$420	\$400		\$400	0.00%	\$0
220-028	Gasoline & Oil	\$839	\$412	\$1,000	\$342	\$1,300	30.00%	\$300
220-029	Communication	\$3,243	\$1,735	\$3,000	\$1,065	\$3,000	0.00%	\$0
220-035	Capital Outlay >\$500		\$1,595	\$3,000	\$522	\$3,000	0.00%	\$0
220-038	Uniforms	\$245	\$288	\$500		\$750	50.00%	\$250
	Staff Summary	1 F/T; 3P/T	1 F/T; 3 P/T	2 F/T; 1 P/T		2 F/T; 1P/T		
TOTAL: CODE ENFORCEMENT		\$108,881	\$118,817	\$172,800	\$53,637	\$180,900	0.00%	

VAN PROGRAM

221-010	Vehicle Repairs	\$1,472	\$0	\$700	\$0	\$0	-100.00%	-\$700
221-011	Vehicle Preventive Maintenance	\$295	\$1	\$300	\$0	\$0	-100.00%	-\$300
221-028	Gasoline & Oil	\$135	\$147	\$1,000	\$0	\$0	-100.00%	-\$1,000
221-035	Capital Outlay >\$500							

TOTAL: CODE COMPLIANCE	\$110,783	\$118,965	\$174,800	\$53,637	\$180,900			
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ENH. Vehicle Maint.

ENH. Training

ENH. Travel

ENH. Network Support

ENH. Fuel

ENH. Uniforms

Program closed

**FY 2021 Proposed Budget
GENERAL FUND- DRAFT**

ACCT#	ACCOUNT NAME	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2020 as of 12/31/19	FY 2021 proposed	% Change from FY20 to FY21	\$ Change from FY20 to FY21
PUBLIC WORKS DEPARTMENT								
PUBLIC WORKS BUILDING								
310-007	Supplies	\$2,830	\$2,910	\$3,000	\$730	\$3,000	0.00%	\$0
310-010	Building Maintenance & Repairs	\$6,192	\$1,644	\$4,700	\$1,067	\$4,700	0.00%	\$0
310-026	Electricity	\$2,948	\$2,553	\$3,000	\$1,356	\$3,000	0.00%	\$0
310-027	Water & Sewer	\$583	\$662	\$1,000	\$669	\$1,000	0.00%	\$0
310-028	Gas	\$1,408	\$1,001	\$3,000	\$249	\$3,000	0.00%	\$0
310-029	Communications	\$2,437	\$1,551	\$2,500	\$842	\$2,500	0.00%	\$0
310-032	Telephone	\$1,397	\$1,333	\$1,400	\$561	\$1,400	0.00%	\$0
310-033	Capital Outlay Buidling					\$4,125		\$4,125
310-035	Capital Outlay >\$500	\$1,858	\$1,589	\$7,000	\$2,125	\$7,000	0.00%	\$0
310-041	Equipment	\$1,127	\$134	\$2,500		\$2,500	0.00%	\$0
310-042	Tools	\$1,481	\$1,653	\$3,000	\$149	\$3,000	0.00%	\$0
TOTAL: PUBLIC WORKS BLDG		\$22,261	\$15,030	\$31,100	\$7,746	\$35,225	0.00%	

ENH. Insulation & Soffits

STREETS & SANITATION								
340-001	Salaries - Full-Time	\$294,043	\$284,374	\$348,780	\$143,872	\$319,500	-8.39%	-\$29,280
340-002	Overtime Wages	\$17,370	\$13,480	\$15,000	\$2,950	\$15,000	0.00%	\$0
340-003	Wages - Part-Time	\$41,360	\$54,726	\$73,350	\$13,366	\$62,000	-15.47%	-\$11,350
340-004	FICA	\$26,381	\$27,490	\$31,000	\$12,186	\$31,000	0.00%	\$0
	Subtotal: Personnel	\$379,154	\$380,070	\$468,130	\$172,375	\$427,500	-8.68%	-\$40,630
340-007	Supplies	\$3,659	\$1,439	\$4,000	\$514	\$4,000	0.00%	\$0
340-008	Postage		\$0	\$100	\$0	\$100	0.00%	\$0
340-009	Temporary Help Service	\$9,934	\$6,634	\$4,000	\$4,502	\$4,000	0.00%	\$0
340-010	Vehicle Repairs	\$63,058	\$44,139	\$49,000	\$20,899	\$49,000	0.00%	\$0
340-011	Vehicle Preventive Maintenance	\$4,002	\$4,322	\$14,000	\$4,032	\$14,000	0.00%	\$0
340-015	Dues & Conferences	\$1,740	\$2,394	\$3,000	\$254	\$3,000	0.00%	\$0
340-017	Training & Seminars	\$2,117	\$3,596	\$6,000	\$249	\$6,000	0.00%	\$0
340-018	Travel		\$500	\$500	\$0	\$500	0.00%	\$0
340-021	Miscellaneous	\$1,477	\$931	\$1,200	\$624	\$1,200	0.00%	\$0
340-022	Employee Recognition Incentives	\$926	\$180	\$1,000	\$0	\$1,000	0.00%	\$0
340-023	Books & Periodicals	\$1,255	\$323	\$500	\$0	\$500	0.00%	\$0
340-028	Gasoline & Oil	\$22,672	\$24,589	\$25,000	\$9,619	\$25,000	0.00%	\$0
340-035	Capital Outlay >\$500	\$96	\$0	\$1,000	\$0	\$4,300	330.00%	\$3,300
340-038	Uniforms	\$11,790	\$11,255	\$12,000	\$5,856	\$12,000	0.00%	\$0
340-041	Equipment & Equipment Rental	\$2,766	\$3,159	\$8,000	\$1,670	\$8,000	0.00%	\$0
340-042	Compost Collection					\$2,900		\$2,900
340-044	Solid Waste Disposal Fees	\$91,274	\$83,202	\$79,000	\$35,576	\$79,000	0.00%	\$0
340-045	Leaf Collection	\$16,178	\$7,787	\$8,000	\$200	\$8,000	0.00%	\$0

Chg. From Director to Adm. Mgr.

Seasonal position eliminated

ENH. Storage Unit

ENH. Compost

**FY 2021 Proposed Budget
GENERAL FUND- DRAFT**

ACCT#	ACCOUNT NAME	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2020 as of 12/31/19	FY 2021 proposed	% Change from FY20 to FY21	\$ Change from FY20 to FY21
STREETS & SANITATION Cont.								
340-046	Mosquito Control		\$0	\$1,200	\$0	\$1,200	0.00%	\$0
340-047	Snow & Ice Removal	\$1,724	\$2,419	\$7,000	\$0	\$7,000	0.00%	\$0
340-048	Street Materials	\$1,184	\$4,101	\$7,000	\$0	\$7,000	0.00%	\$0
340-049	Street Repairs	\$10,501	\$11,550	\$20,000	\$9,156	\$20,000	0.00%	\$0
340-050	Street Signs & Traffic Control	\$5,214	\$5,904	\$7,000	\$302	\$7,000	0.00%	\$0
340-053	Pedestrian Bridge	\$802	\$457	\$2,000	\$441	\$2,000	0.00%	\$0
340-054	Urban Forest	\$7,740	\$930	\$16,000	\$3,500	\$16,000	0.00%	\$0
340-055	Recycling Supplies	\$2,000	\$52,805	\$2,000	\$714	\$2,000	0.00%	\$0
340-086	Pontiac Field Maintenance	\$241	\$20					\$0
340-090	Recreation Council Events	\$1,800	\$511	\$1,800		\$1,800	0.00%	\$0
	Staff Summary	8 F/T; 2 P/T	8 F/T; 2 P/T	7 F/T; 3 P/T,		7 F/T; 2 P/T,		
TOTAL: STREET & SANITATION		\$643,304	\$653,217	\$748,430	\$270,483	\$714,000		
STREET LIGHTING								
342-055	Street Lighting	\$34,231	\$31,899	\$39,000	\$17,153	\$39,000	0.00%	\$0
342-056	School Flasher		\$38	\$200	\$76	\$200	0.00%	\$0
TOTAL: STREET LIGHTING		\$34,231	\$31,937	\$39,200	\$17,229	\$39,200		
TOTAL: PUBLIC WORKS		\$699,796	\$700,184	\$818,730	\$295,459	\$788,425		
RECREATION								
540-007	Pop's Park Supplies	\$5,202	\$725	\$3,000	\$0	\$3,000	0.00%	\$0
540-010	Pop's Park Maintenance & Repairs	\$1,280	\$734	\$1,550	\$200	\$1,550	0.00%	\$0
540-019	Volunteer Appreciation Dinner	\$0	\$1,310	\$1,500	\$1,503	\$1,500	0.00%	\$0
540-021	Miscellaneous	\$2,957	(\$730)	\$500	\$3,180	\$500	0.00%	\$0
540-053	Berwyn Heights Historical Committee	\$2,383	\$1,065	\$2,000	\$28	\$2,000	0.00%	\$0
540-058	Recreation Council & Special Events	\$9,304	\$13,358	\$13,400	\$5,903	\$13,400	0.00%	\$0
540-060	Playground Supplies	\$252	\$94	\$250	\$0	\$250	0.00%	\$0
540-061	Playground Utilities	\$214	\$197	\$450	\$80	\$450	0.00%	\$0
540-062	Sports Park	\$2,811	\$3,984	\$2,800	\$1,070	\$2,800	0.00%	\$0
540-064	Pontiac Field	\$168	\$0	\$3,000	\$184	\$3,000	0.00%	\$0
540-065	Green Team		\$2,581	\$3,000	\$295	\$3,000	0.00%	\$0
540-066	Boys & Girls Club			\$3,000	\$1,500	\$2,600		-\$400
540-067	Education Advisory Committee				\$0	\$400		\$400
540-070	PRECA Assistant	\$2,430	\$0		\$0	\$0	0.00%	\$0
TOTAL: PARKS & RECREATION		\$27,001	\$23,318	\$34,450	\$13,942	\$34,450		

As Requested
ENH. EAC- New

**FY 2021 Proposed Budget
GENERAL FUND- DRAFT**

ACCT#	ACCOUNT NAME	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2020 as of 12/31/19	FY 2021 proposed	% Change from FY20 to FY21	\$ Change from FY20 to FY21	
CABLE									
550-010	Repairs & Maintenance	\$1,825	\$586	\$2,000		\$1,000	-50.00%	-\$1,000	As Requested
550-015	I-Net Participation Fee	\$3,850	\$5,225	\$5,800		\$5,800	0.00%	\$0	
550-021	Miscellaneous		\$0	\$20,400	\$1,311	\$0	-100.00%	-\$20,400	
550-035	Capital Outlay - Equipment >\$500	\$1,029	\$2,100	\$11,500	\$438	\$38,107	231.37%	\$26,607	ENH. HDTV HD
550-043	Wages for Operators/Programmers	\$13,000	\$14,027	\$16,200	\$234	\$16,200	0.00%	\$0	
550-044	Video Live Streaming - Granicus	\$4,500	\$4,500	\$4,500	\$4,635	\$4,775	6.11%	\$275	
	Staff Summary	2 P/T	2 P/T	2 P/T					
TOTAL: CABLE		\$24,204	\$26,438	\$60,400	\$6,618	\$65,882			

MISCELLANEOUS									
560-020	Network/Software Support	\$17,834	\$18,070	\$24,000	\$10,015	\$24,000	0.00%	\$0	
560-025	Credit Card Acceptance Fees & Equipment	\$644	\$823	\$750	\$137	\$750	0.00%	\$0	
560-061	Unemployment Compensation	\$9,567	\$8,845	\$10,000	\$467	\$10,000	0.00%	\$0	
560-062	General Liability and Property	\$29,538	\$32,319	\$35,000	\$33,520	\$35,000	0.00%	\$0	
560-064	Worker's Compensation	\$47,577	\$56,844	\$65,000	\$32,513	\$65,000	0.00%	\$0	
560-065	Public Officials Bond		\$578	\$700	\$100	\$700	0.00%	\$0	
560-066	Employee Recognition Award	\$2,678	\$2,790	\$3,000	\$2,295	\$3,000	0.00%	\$0	
560-067	Miscellaneous Benefits	\$14,155	\$2,989	\$10,000	\$1,368	\$10,000	0.00%	\$0	
560-068	Employee Merit Increases		\$0	\$38,185		\$20,000		-\$18,185	
560-071	Health Insurance	\$132,558	\$109,516	\$148,665	\$69,702	\$175,211	17.86%	\$26,546	ENH. Increase 19%
560-072	4-Cities Street Sweeper	\$26,931	\$24,607	\$19,000		\$19,000	0.00%	\$0	
560-075	MD State Pension Plan Annual Contribution	\$92,249	\$97,685	\$106,000	\$95,145	\$135,500	27.83%	\$29,500	ENH. Increased to 9.38%
560-080	MD State Pension Administration Fee	\$4,172	\$3,916	\$3,800	\$3,760	\$3,800	0.00%	\$0	
560-081	Dental Insurance	\$9,407	\$7,401	\$9,045	\$4,957	\$10,000	10.56%	\$955	
560-082	Vision Insurance	\$6,397	\$5,906	\$2,180	\$893	\$2,180	0.00%	\$0	
560-083	Custodial Services (4 Town Facilities)	\$13,053	\$10,956	\$12,000	\$6,225	\$14,000	16.67%	\$2,000	ENH. Custodial Service
560-084	Life Insurance		\$0	\$5,210	\$2,171	\$5,300	1.73%	\$90	
560-092	Health Insurance Offset	\$8,384	\$9,769	\$12,000	\$5,107	\$12,000	0.00%	\$0	
560-095	Website Services	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	0.00%	\$0	
560-098	Consultant Services	\$8,760	\$6,014			\$0		\$0	
560-099	Employee Wellness Initiative		\$10,757	\$10,000	\$2,787	\$0	-100.00%	-\$10,000	
560-100	Digitalization of Documents			\$2,000	\$2,000	\$2,000	0.00%	\$0	
560-101	Vacation Attrition			\$6,000		\$6,000	0.00%	\$0	
560-102	Welcome Sign			\$2,000		\$2,000	0.00%	\$0	
560-103	STD Insurance			\$5,293	\$2,612	\$6,000	13.36%	\$707	
TOTAL: MISCELLANEOUS		\$425,404	\$411,285	\$531,328	\$277,275	\$562,941			

**FY 2021 Proposed Budget
GENERAL FUND- DRAFT**

ACCT#	ACCOUNT NAME	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2020 as of 12/31/19	FY 2021 proposed	% Change from FY20 to FY21	\$ Change from FY20 to FY21	
CAPITAL PROJECTS: OPERATING									
570-002	Road Repairs					\$210,000		\$210,000	ENH. Roads
570-006	Police Vehicles			\$0		\$50,800		\$50,800	ENH. Police SUV
570-008	Allocated for Vehicle Replacement Res. Fund			\$106,215		\$129,715	22.12%	\$23,500	Vehicle Replacement Fund contribution
570-008*	Allocated for Police Vehicles Replacement Res. Fund					\$15,558		\$15,558	PD Vehicle Replacement Fund contribution
570-009	Public Works Equipment			\$3,000		\$9,120	204.00%	\$6,120	ENH. Overhead door
570-011	Police Equipment					\$12,000		\$12,000	ENH. Data Terminal
570-027	Codification					\$9,000		\$9,000	ENH. Codification
TOTAL CAPITAL PROJECTS: OPERATING		\$0	\$0	\$109,215		\$436,193	299.39%	\$326,978	
TOTAL OPERATING BUDGET		\$2,327,904	\$2,366,401	\$3,023,305	\$1,236,249	\$3,445,961			
CAPITAL PROJECTS: RESERVE									
571-002	Infrastructure Improvements: Walkable Bikeable Communities	\$17,045	\$797,742	\$224,800	\$218,465	\$30,000	-86.65%	-\$194,800	ENH. Walkable Bikeable Communities
571-005	Public Works Vehicles		\$50,079	\$225,003	\$39,345	\$353,340	57.04%	\$128,337	ENH. DPW Trucks
571-008	Architecture and Engineering of Town Office Improvements		\$0						
571-011	Police Vehicles and Equipment	\$39,315	\$636	\$88,400					
571-015	Buildings & Grounds Improvements	\$40,735	\$48,886						
571-022	Economic Development Study	\$7,500	\$0						
571-024	Administraton Vehicle		\$30,470						
571-025	NW Trailer					\$5,914		\$5,914	ENH. NW Trailer
TOTAL CAPITAL PROJECTS: FUND BALANCE & RESERVE		\$104,595	\$927,813	\$538,203	\$257,810	\$389,254	-27.68%	-\$148,949	
TOTAL EXPENDITURES OPERATING BUDGET & CAPITAL PROJECTS		\$2,432,499	\$3,294,214	\$3,561,508	\$1,494,058	\$3,835,215	7.69%	\$273,707	
REVENUES OVER EXPENDITURES = Net Total		\$725,951	(\$188,955)	\$109,215	\$385,335	\$0			