

RESOLUTION NO. 1164-21
TOWN ADMINISTRATOR'S PROPOSED BUDGET
FOR FISCAL YEAR 2022

WHEREAS, each Department Head of the Town of Bel Air has submitted to the Town Administrator a proposed budget for Fiscal Year 2022; and

WHEREAS, the Town Administrator has reviewed each Department's proposed budget and made changes he believes are appropriate; and

WHEREAS, the Town Administrator is submitting his budget for Fiscal Year 2022 for review and study by the Board of Town Commissioners;

NOW, THEREFORE, BE IT RESOLVED, that the Town Administrator's budget for Fiscal Year 2022, tentatively providing for tax rates of \$.54 and \$1.20 per one hundred dollars of assessable value of real and personal property, subject to taxation, respectively, be received by the Board of Town Commissioners.

RECEIVED:

PUBLIC HEARING:

AYES:

NAYES:

ABSENT:

Amy Chmielewski, Chairman
Board of Town Commissioners

Michael L. Krantz, Town Clerk

**TOWN OF BEL AIR
TOWN ADMINISTRATOR'S
REVENUES FY 2022**

| | Budget | Estimated | |
|---|---|---|-----------|
| | FY2021 @ \$.50 Real Prop | FY2022 @ \$.54 Real Prop | |
| I. GENERAL FUND | <u>FY2021 @ \$1.16 Pers Prop</u> | <u>FY2022 @ \$1.20 Pers Prop</u> | |
| <u>Operating Revenues</u> | | | |
| Real Property Taxes | \$7,323,482 | \$7,848,674 | |
| Half-year Taxes | 30,640 | 5,400 | |
| Personal Property Taxes - Unincorporated | 10,000 | 12,500 | |
| Public Utilities Corporation | 559,000 | 518,000 | |
| Ordinary Business Corporations - Incorporated | 490,000 | 507,000 | |
| Penalties & Interest | 35,000 | 50,000 | 8,941,574 |
| Income Taxes | 1,500,306 | 1,500,000 | |
| Admission & Amusement Taxes | 32,000 | 50,000 | |
| Highway User | 427,992 | 453,380 | |
| Police Protection Grant | 230,954 | 229,564 | 2,232,944 |
| Business Licenses | 63,000 | 63,000 | |
| Public Works Fees | 35,000 | 35,000 | |
| Planning & Zoning Fees | 9,000 | 12,000 | |
| Cable TV Franchise | 145,000 | 145,000 | |
| Liquor Licenses | 0 | 0 | 255,000 |
| Bulletproof Vest Grant | 1,730 | 4,235 | |
| Governor's Office Crime Prevention Grant | 10,000 | 35,000 | |
| Miscellaneous Grants - MD | 49,037 | 0 | |
| Financial Corps. - County Grant | 8,458 | 8,458 | |
| Harford County Tax Rebate | 1,284,830 | 1,230,227 | |
| Traffic Grants | 8,000 | 8,000 | |
| Stormwater Management Harford County | 155,871 | 145,000 | |
| Miscellaneous Grants | 13,100 | 0 | 1,430,920 |
| Bel Air Armory Fees | 50,000 | 60,000 | |
| Police & PW Overtime Reimbursement | 10,000 | 20,000 | |
| Police Security (Overtime) Schools | 25,000 | 25,000 | |
| Police Reports | 1,500 | 1,800 | |
| False Alarm Fees | 13,000 | 15,000 | |
| Red Light Camera | 465,000 | 465,000 | |
| Miscellaneous Income | 19,904 | 5,000 | |
| Finance Fees | 9,900 | 9,900 | |
| Administration Fees | 200 | 1,500 | |
| MAWC Well Fees | 7,000 | 7,000 | |
| Interest on Investments | 38,000 | 20,000 | |
| MD Homebuilder Guaranty Fund | 800 | 800 | |
| Seized Property | 4,000 | 4,000 | |
| Rental Income-Armory Marketplace | 30,000 | 35,000 | |
| Alliance Contribution | 31,860 | 2,500 | |
| Rockfield Foundation Contribution | 600 | 600 | 673,100 |
| Vehicle/Equipment Sale Proceeds | 20,000 | 40,000 | |
| Real Estate Sale Proceeds | 30,000 | 0 | |
| Vehicle/Equipment Proceeds | <u>449,418</u> | <u>505,000</u> | |
| <u>Total Operating Revenues</u> | \$13,628,582 | \$14,078,538 | |
| Transfer from Unassigned | 0 | 359,038 | |
| Transfer from Capital Reserve | 67,500 | 35,000 | |
| Transfer from Worker's Comp Reserve | 0 | 28,935 | |
| Transfer to Seized Property Reserve | (2,000) | (2,000) | |
| Transfer from Sewer Fund | 326,371 | 355,733 | |
| Transfer from Parking Fund | <u>250,627</u> | <u>252,540</u> | 1,029,246 |
| <u>GENERAL FUND TOTAL REVENUES</u> | \$14,271,080 | \$15,107,784 | |

**TOWN OF BEL AIR
TOWN ADMINISTRATOR'S BUDGET
REVENUES FY 2022**

| | Budget FY2021 | Estimated FY2022 |
|---|----------------------------|----------------------------|
| <u>II. SEWER FUND</u> | | |
| Revenues | | |
| Sewer User Charges | \$2,439,000 | \$2,350,000 |
| Bay Restoration Fee Interest | 3,000 | 2,500 |
| Other Revenue | 15,050 | 15,050 |
| Miss Utility Fees | 19,000 | 19,000 |
| User Benefit Fees | 36,645 | 36,260 |
| Connection Fees | <u>50,000</u> | <u>50,000</u> |
| <u>SEWER FUND TOTAL REVENUES</u> | <u>\$2,562,695</u> | <u>\$2,472,810</u> |
| <u>III. PARKING FUND</u> | | |
| Revenues | | |
| Meter Collections | \$182,000 | \$182,000 |
| Parking Fines | 135,000 | 125,000 |
| Lease Fees | 67,763 | 70,064 |
| County Share Operating Expenses | 107,703 | 104,582 |
| County Share Capital Expenses | 53,760 | 10,080 |
| Transfer from Retained Earnings | <u>87,175</u> | <u>9,850</u> |
| <u>PARKING FUND TOTAL REVENUES</u> | <u>\$633,401</u> | <u>\$501,576</u> |
| <u>IV. SPECIAL REVENUE FUND</u> | | |
| Revenues | | |
| Stormwater Management Fee In Lieu | \$5,000 | \$3,000 |
| Open Space Fee in Lieu | 2,000 | 5,000 |
| Tree Planting - Forest Conservation | 1,000 | 2,000 |
| Tree Planting - Fee In Lieu | 1,000 | 5,000 |
| Memorials | 200 | 200 |
| Historic Preservation Funds | 500 | 0 |
| Public Amenity | 2,000 | 2,000 |
| Explorer Scouts | 9,000 | 9,000 |
| Auxiliary Police | 2,500 | 2,500 |
| Transfer from GF Seized Property | 11,500 | 11,500 |
| Seized Property - Federal Treasury | 0 | 9,500 |
| Cultural Arts Commission | 17,400 | 17,855 |
| CDBG Project | 61,802 | 91,984 |
| Community Legacy Grant | 0 | 280,000 |
| Community Parks & Playground Grant | 0 | 115,000 |
| Revolving Loan Fund | <u>1,500</u> | <u>1,000</u> |
| <u>SPECIAL REVENUE FUND TOTAL REVENUES</u> | <u>\$115,402</u> | <u>\$555,539</u> |
| <u>TOTAL REVENUES ALL FUNDS</u> | <u>\$17,582,578</u> | <u>\$18,637,709</u> |

**TOWN OF BEL AIR
TOWN ADMINISTRATOR'S BUDGET
EXPENDITURES FY 2022**

I. GENERAL FUND

| | Budget FY 2021 | Proposed 2022 | |
|--|--------------------|--------------------|---------|
| <u>GENERAL GOVERNMENT</u> | | | |
| <u>Bel Air Reckord Armory</u> | | | |
| Salaries/Benefits | \$104,731 | \$107,929 | |
| Expenses | 110,477 | 145,613 | |
| Capital Improvements | 23,000 | 25,000 | 278,542 |
| <u>Administrator</u> | | | |
| Salaries/Benefits | 160,632 | 160,630 | |
| Expenses | 2,900 | 2,954 | |
| Municipal League Dues | 18,802 | 18,211 | 181,795 |
| <u>Town Buildings</u> | | | |
| Salaries/Benefits | 54,216 | 54,890 | |
| Expenses | 523,158 | 193,352 | |
| Capital Improvements | 60,000 | 25,000 | |
| JCI Energy Project | 7,868 | 0 | 273,242 |
| <u>Human Resources</u> | | | |
| Salaries/Benefits | 227,723 | 242,095 | |
| Expenses | 40,613 | 38,273 | 280,368 |
| <u>Election</u> | | | |
| Expenses | 0 | 3,700 | |
| <u>Finance</u> | | | |
| Salaries/Benefits | 535,667 | 538,712 | |
| Audit | 17,250 | 17,750 | |
| Expenses | 27,545 | 25,498 | |
| OPEB Actuarial Valuation/GASB Pension Review | 11,200 | 11,200 | 593,160 |
| <u>Legal Services</u> | | | |
| Expenses | 44,500 | 49,800 | |
| <u>Planning & Zoning</u> | | | |
| Salaries/Benefits | 466,471 | 471,932 | |
| Expenses | 104,991 | 72,672 | |
| Capital Projects | 95,000 | 35,000 | 579,604 |
| <u>Economic Development</u> | | | |
| Salaries/Benefits | 330,191 | 332,821 | |
| Expenses | 62,953 | 127,635 | 460,456 |
| <u>Commissioners</u> | | | |
| Salaries/Benefits | 27,259 | 27,351 | |
| Expenses | 36,850 | 30,550 | 57,901 |
| <u>Technology</u> | | | |
| Salaries/Benefits | 168,402 | 169,550 | |
| Expenses | 227,981 | 199,099 | |
| Software/Hardware (non-capital) | 57,773 | 20,450 | |
| Vehicle, capital | 0 | 30,000 | |
| Software/Hardware (capital) | 55,000 | 45,000 | 464,099 |
| <u>Public Relations</u> | | | |
| Salaries/Benefits | 86,951 | 88,191 | |
| Expenses | 12,326 | 7,326 | 95,517 |
| <u>TOTAL GENERAL GOVERNMENT</u> | \$3,702,430 | \$3,318,184 | |

**TOWN OF BEL AIR
TOWN ADMINISTRATOR'S BUDGET
EXPENDITURES FY 2022**

I. GENERAL FUND (Cont'd)

| | Budget FY 2021 | Proposed FY 2022 |
|---------------------------------------|--------------------|---------------------|
| <u>BENEFITS</u> | | |
| Insurances | \$27,322 | \$7,090 |
| OPEB (Other Postemployment Benefits) | 55,000 | 45,000 |
| Transfer to Leave Payout Reserve | <u>0</u> | <u>0</u> |
| <u>TOTAL BENEFITS</u> | \$82,322 | \$52,090 |
| <u>MISCELLANEOUS</u> | | |
| General Insurance | \$117,000 | \$125,200 |
| Miscellaneous Expenses | 45,620 | 50,550 |
| Contingency | 14,010 | 613,554 |
| Transfer to Public Art | 0 | 0 |
| Transfer to Capital Reserve | <u>50,000</u> | <u>20,000</u> |
| <u>TOTAL MISCELLANEOUS</u> | \$226,630 | \$809,304 |
| <u>DEBT SERVICE</u> | | |
| Debt Service - Equipment/Vehicles | \$285,373 | \$324,688 |
| Debt Service - JCI Energy Project | 71,769 | 75,927 |
| Debt Service - PD/TH Renovation | 0 | 462,000 |
| Liquor Board Retirement | <u>1,529</u> | <u>1,529</u> |
| <u>TOTAL DEBT SERVICE</u> | \$358,671 | \$864,144 |
| <u>PUBLIC SAFETY</u> | | |
| Volunteer Fire Co. Contribution | \$159,589 | \$159,589 |
| Red Light Camera Program | 216,884 | 211,020 |
| Hydrant Rental | 59,690 | 60,094 |
| <u>TOTAL PUBLIC SAFETY</u> | \$436,163 | \$430,703 |
| <u>POLICE DEPARTMENT</u> | | |
| Salaries/Benefits | \$4,690,232 | \$4,883,488 |
| Expenses | 303,064 | 299,918 |
| Police Vehicles, Capital | <u>142,612</u> | <u>120,000</u> |
| <u>TOTAL POLICE DEPARTMENT</u> | \$5,135,908 | \$5,303,406 |

**TOWN OF BEL AIR
TOWN ADMINISTRATOR'S BUDGET
EXPENDITURES FY 2022**

I. GENERAL FUND (Cont'd)

| | Budget FY 2021 | Proposed FY 2022 | |
|---|----------------------------|----------------------------|-----------|
| <u>PUBLIC WORKS</u> | | | |
| <u>General Administration</u> | | | |
| Salaries/Benefits | \$874,091 | \$938,668 | |
| Expenses | 104,962 | 94,057 | |
| MS4 SWM Program | 155,871 | 145,000 | 1,177,725 |
| <u>Town Shop</u> | | | |
| Salaries/Benefits | 208,400 | 212,793 | |
| Expenses | 156,920 | 160,120 | |
| Vehicle/Equipment, Capital | 5,928 | 0 | 372,913 |
| <u>Streets & Highways</u> | | | |
| Salaries/Benefits | 673,660 | 716,386 | |
| Expenses | 435,770 | 381,310 | |
| Construction, Capital | 373,000 | 355,000 | |
| Vehicle/Equipment, Capital | 446,565 | 145,000 | 1,597,696 |
| <u>Refuse Collection</u> | | | |
| Salaries/Benefits | 613,082 | 640,162 | |
| Expenses | 121,157 | 171,907 | |
| Vehicle/Equipment, Capital | <u>0</u> | <u>210,000</u> | 1,022,069 |
| <u>TOTAL PUBLIC WORKS</u> | <u>\$4,169,406</u> | <u>\$4,170,403</u> | |
| <u>COMMITTEES</u> | | | |
| Parks & Recreation | \$86,700 | \$86,700 | |
| Christmas Parade | 0 | 0 | |
| Independence Day | 15,200 | 15,200 | |
| Boys & Girls Club | 10,000 | 10,000 | |
| Appearance & Beautification | 39,300 | 39,300 | |
| Elderly & Needy | 0 | 0 | |
| Cultural Arts | <u>8,350</u> | <u>8,350</u> | |
| <u>TOTAL COMMITTEES</u> | <u>\$159,550</u> | <u>\$159,550</u> | |
| <u>TOTAL GENERAL FUND EXPENDITURES</u> | <u>\$14,271,080</u> | <u>\$15,107,784</u> | |

**TOWN OF BEL AIR
TOWN ADMINISTRATOR'S BUDGET
EXPENDITURES FY 2022**

II. SEWER FUND

| | Budget FY 2021 | Proposed FY 2022 |
|--|---------------------------|-----------------------------|
| Harford County Charges | \$1,434,516 | \$1,509,144 |
| Salaries/Benefits | 225,540 | 230,196 |
| Town Operation Expenses | 122,754 | 132,671 |
| Depreciation | 85,500 | 82,077 |
| Amortization Expense - Sewer Agreement | 24,248 | 24,248 |
| Transfer to General Fund | 326,371 | 355,733 |
| Root Control Maintenance | 35,000 | 35,000 |
| Pump Station Engineering | 25,000 | 0 |
| Connection Payments | 50,000 | 50,000 |
| User Benefit Fees | 36,645 | 36,260 |
| Equipment, Capital | 25,000 | 0 |
| Pump Station Repairs/Replacements, Capital | 150,000 | 0 |
| Debt Service - Inflow and Infiltration | 12,846 | 10,421 |
| Debt Service - Sewer System CIP | 1,691 | 1,322 |
| Debt Service - DHCD Refinance II | 5,880 | 4,467 |
| Debt Service - JC Sewer Main | 1,676 | 1,271 |
| Debt Service - Maintenance Van & Truck | <u>28</u> | <u>0</u> |
| <u>TOTAL SEWER FUND EXPENSES</u> | \$2,562,695 | \$2,472,810 |

III. PARKING FUND**Parking Lots**

| | | |
|--------------------------|---------|---------|
| Operating Expenses | \$6,512 | \$6,445 |
| Maintenance | 3,000 | 3,000 |
| Resurface Lot | 62,000 | 0 |
| Transfer to General Fund | 157,288 | 156,150 |

Parking Garage

| | | |
|--|--------|--------|
| Operating Expenses | 31,700 | 31,525 |
| Elevator Contract/Maintenance | 6,850 | 7,050 |
| Transfer to General Fund | 93,339 | 96,389 |
| Insurance | 21,687 | 20,804 |
| Capital Repairs | 15,000 | 15,000 |
| Buildings, Capital | 65,000 | 0 |
| Debt Service - Parking Garage Sweeper | 701 | 605 |
| Debt Service - Parking Garage Main/Rep | 1,286 | 751 |
| Debt Service - Parking Garage JCI | 1,682 | 1,559 |

Other

| | | |
|--|-----------|------------|
| Parking Fine Charges | 27,000 | 25,000 |
| Miscellaneous | 2,485 | 1,846 |
| Postage | 1,790 | 1,790 |
| Depreciation | 136,016 | 132,960 |
| Debt Service - Parking Enforcement Vehicle | <u>65</u> | <u>702</u> |

TOTAL PARKING FUND EXPENSES**\$633,401****\$501,576**

**TOWN OF BEL AIR
TOWN ADMINISTRATOR'S BUDGET
EXPENDITURES FY 2022**

IV. SPECIAL REVENUE FUND

| | Budget FY 2021 | Proposed FY 2022 |
|---|----------------------------|-----------------------------|
| Stormwater Management Fee In Lieu | \$5,000 | \$3,000 |
| Open Space Fee In Lieu | 2,000 | 5,000 |
| Tree Planting - Forest Conservation | 1,000 | 2,000 |
| Tree Planting - Fee In Lieu | 1,000 | 5,000 |
| Memorials | 200 | 200 |
| Historic Preservation Funds | 500 | 0 |
| Public Amenity | 2,000 | 2,000 |
| Explorer Scouts | 9,000 | 9,000 |
| Auxiliary Police | 2,500 | 2,500 |
| Seized Property | 11,500 | 11,500 |
| Seized Property - Federal Treasury | 0 | 9,500 |
| Cultural Arts Commission | 17,400 | 17,855 |
| CDBG Project | 61,802 | 91,984 |
| Community Legacy Grant | 0 | 280,000 |
| Community Parks & Playground Grant | 0 | 115,000 |
| Revolving Loan Fund | <u>1,500</u> | <u>1,000</u> |
| <u>TOTAL SPECIAL REVENUE FUND EXPENDITURES</u> | <u>\$115,402</u> | <u>\$555,539</u> |
| <u>TOTAL EXPENDITURES ALL FUNDS</u> | <u>\$17,582,578</u> | <u>\$18,637,709</u> |