Public Hearing: 4-29-22
Introduced: 4.12.2022 duPont, Khalil
Passed: 4-29-22
Enacted: 6-2-22

Ordinance No. 531

AN ORDINANCE OF THE COMMISSIONERS OF ST. MICHAELS TO SET THE TAX RATE AND ADOPT THE BUDGET FOR FISCAL YEAR 2023

WHEREAS, the Charter of the Town of St. Michaels, Talbot County, Article V, Section 5 "Budget" and Section 6 "Same-Adoption", mandates that the Commissioners of St. Michaels shall produce a balanced budget for each fiscal year; and

WHEREAS, The Commissioners of St. Michaels have held public work sessions on the draft 2023 Budget on, March 2, 14, 18, 22, 29 and April 6, 12, and 29, 2022 ; and

WHEREAS, Proposed Ordinance No. 531 was introduced by Commissioners duPont and Harrod on April 12, 2022: and

WHEREAS, The Commissioners have held a public hearing on the proposed 2023 Budget on April 29, 2022; and

WHEREAS, The Commissioners of St. Michaels have held a public hearing on the tax rates for Real Property, Personal Property and Corporations, and Personal Property of Public Utilities on April 29, 2022; and

WHEREAS, The Commissioners of St. Michaels, at their meeting on April 29, 2022 did vote set to set the tax rate for Real Property at forty-nine cents ($.49) per one hundred dollars ($100) of assessed value; to set the tax rate for Personal Property and Corporations at zero cents ($.00) per one hundred dollars ($100) of assessed value; and to set the tax rate for Personal Property of Public Utilities at one dollar and sixty cents ($1.60) per one hundred dollars ($100) of assessed value for Fiscal Year 2022.

NOW THEREFORE BE IT RESOLVED, that the budget for the General Fund, the Capital Fund/ Repair and Replacement Fund and the Water Fund for fiscal year 2023 is hereby adopted by the Commissioners of St. Michaels and is shown in Appendix "A" which is incorporated as a part of this Ordinance; and

SECTION 2

AND BE IT FURTHER ORDAINED AND ENACTED, that this Ordinance shall take effect twenty (20) days from the date of its enactment, having been read at two (2) meetings of The Commissioners of St. Michaels and having been passed by a yea and nay vote of The Commissioners of St. Michaels.

HAVING BEEN READ for the second time and passed by a yea and nay vote of The Commissioners of St. Michaels at a Public Meeting of the Commissioners of St. Michaels

Public Hearing: 4-29-22
Introduced: 4.12.2022 duPont, Khalil
Passed: 4-29-22
Enacted: 6-2-22

held on this 29th day of _April_, 2022.

BIBB	__yea__
BREIMHURST	__yea__
duPONT	__yea__
HARROD	__yea__
KHALIL	__yea__

I HEREBY CERTIFY that the above Ordinance No. 531 was passed by a yea and nay vote of The Commissioners of St. Michaels on the 29th day of April, 2022

ATTEST

Suzanna Warnick
Town Clerk

THE COMMISSIONERS OF ST. MICHAELS

By: David Breimhurst (SEAL)
David Breimhurst, President

I HEREBY CERTIFY that an exact copy of this Ordinance No. 531 was posted from the 2nd day of May, 2022 at 8:30 o'clock a.m. to the 19th day of May, 2022 at 4:30 o'clock p.m., on the bulletin board at the Town Office in St. Michaels, Maryland, and that a summary of the aforesaid Ordinance No. 531 , the date of its passage, its effective date and the fact that the entire text of the Ordinance may be read on the bulletin board of the Town Office, St. Michaels, Maryland, for at least twenty (20) days following the passage, has been published at least once each week for two (2) consecutive weeks following the passage of said Ordinance in a newspaper having general circulation in the Town of St. Michaels.

Date: May 20, 2022

Robert Straebel (Seal)
Robert Straebel
Town Administrtor

Town of St. Michaels

FY23 Budget

Draft

	A	B	C	D	E	F
1		**REVENUES**				
2						
3				**Origin**	**Sub-Total**	**TOTAL**
4	4001	**Taxes-Real Estate**				
5	40011	Real Estate Taxes $312,558,815 tax rate $.49			1,531,538	
6		**Total Real Estate Taxes**				**1,531,538**
7						
8		**Taxes- Other**				
9	40021	Local Income Tax		A	167,669	
10	40022	Accommodations Tax		COSM	660,000	
11	40023	Admissions & Amusements		COSM	150,000	
12	40024	Highway User Revenue		E	78,476	
13	40048	Payment in Lieu of Taxes (PILOTS)		E	6,100	
14	40121	Personal Property- Utilities		COSM	65,000	
15	40123	Taxes-int.,Disc., Allow, net, etc.		A	322	
16	40125	Financial Corp. Tax		A	1,123	
17		**Total Taxes Other**				**1,128,690**
18						
19	4003	**Licenses and Permits**				
20	40031	Board of Appeals		A	600	
21	40032	Other Licenses and Permits		COSM	1,500	
22	40033	Land Management Fees		COSM	3,000	
23	40034	HDC Permits		A	3,072	
24	40035	Building Permits		COSM	25,000	
25	40036	Animal Licenses		A	30	
26	40037	Business/Traders Licenses		A	5,584	
27						
28		**Total Licenses and Permits**				**38,786**
29						
30		**Grants/Revenues for other Agencies**				
31		Water Department Overhead		E	99,000	
32	400413	SMYLE Donations		E	15,000	
33	40041	State, Fire, Rescue and Ambulance		A	2,830	
34	40044	Critical Area Grant		COSM	4,500	
35	40046	Police Protection State		A	30,876	
36	40047	Crossing Guard/ Talbot County		A	12,500	
37		**Total Grants/Revenue Other Agencies**				**164,706**
38						
39		**Franchise and Rental Revenue**				
40	40051	Boat Slip Rent		A	27,220	
41	40052	Building Rent (Long & Foster)		L	45,792	

Town of St. Michaels
FY23 Budget

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	A	B	C	D	E	F
3				Origin	Sub-Total	TOTAL
42	40053	T-Mobile Tower Rent		A	49,247	
43	40054	AT&T Tower Rent		A	53,630	
44	40055	Sprint/Nextel Tower Rent		A		
45	40056	Verizon Tower Rent		A	45,977	
46	40057	Atlantic Broadband Cable Fee		A	26,733	
47	40060	109 S. Talbot Tax,Ins, Util Reimburse		A	3,647	
48		**Total Franchise and Rental Revenue**				**252,246**
49						
50		**Interest Income**				
51	400611	Interest Repair & Replacement Fund		FY22	20,640	
52	400612	Interest Capital Projects Fund		FY22	2,400	
53	400613	Interest Capital Porjects Fund		FY22	10,800	
54	400615	Interest Contingency Fund		FY22	1,500	
55		**Total Interest Income**				**35,340**
56						
57		**Fines**				
58	40071	Parking & Civil Violations		A	4,380	
59	40073	Planning/Zoning- Fines-Violations		A	118	
60	40074	Speed Cameras		A	69,937	
61	4007	Fines- Other		E	100	
62		**Total Fines**				**74,535**
63						
64	4500	**Capital Fund Funding**				
65	450145	Granite Curb & Brick Sidewalk				
66		**Total Capital Fund Funding**				-
67						
68	4502	**Repair & Replacement Fund Funding**				
69	45025	Bulk Head Back Creek			8,000	
70	45026	Retaining Walls Mill St.			9,000	
71	45027	Plumber Drive			17,000	
72		**Total Repair & Replacement Fund Funding**				**34,000**
73						
74		**Other Capital Funding**				
75	4950	Prior Year Reserves- Granite Curbs				
76		Boat Slip Waterline Grant			30,000	
77	4952	American Rescue Plan- Comfort Station				
78		Contingency Fund Revenue - Sea Level		COSM	-	
79		Sea Level Rise Grant		COSM	-	
80		Engineering Climate Change-Contingency Fund				
81		**Total Other Funding**				**30,000**

Town of St. Michaels
FY23 Budget

Draft

	A	B	D	E	F
3			Origin	Sub-Total	TOTAL
82					
83		**TOTAL REVENUES**			**3,289,841**
84					
85					
86		**EXPENDITURES**			
87					
88		**COMMISSIONERS**			
89	61001	Salaries	COSM	10,000	
90	61002	COSM Benefits	E	46	
91		COSM PR Taxes	E	2,070	
92	610031	MML Convention COSM	E	5,000	
93	610032	Dues - COSM	E	1,000	
94	610033	Other Meetings, expenses COSM	A	2,404	
95	610034	ESAM	E	500	
96	610035	COSM Electronic Allowance	COSM	3,500	
97		**Total Commissioners**			**24,520**
98					
99					
100		**ADMINISTRATIVE**			
101					
102		**Regular Salaries**			
103		Town Clerk/Manager	E	120,000	
104	620111	Administrative Staff (4)	E	187,134	
105		Housing	E	12,000	
106	620112	Overtime Salaries	A	1,956	
107	620113	Benefits	E	105,774	
108	620114	PR Taxes	E	24,643	
109		Workers Comp	E	704	
110		**Total Administrative Employment**			**452,211**
111					
112	6202	Retiree's Benefits	E	27,682	
113	6203	Tourism & Communications	COSM	70,000	
114	6204	Legal Fees	COSM	18,460	
115	6205	Audit	E	19,500	
116	6206	Engineering	COSM	7,500	
117		Engineering Climate Change/Sea Rise	E	25,000	
118		Sea Level Rise Project	COSM	-	
119	6207	Liability and Property Insurance	COSM	13,000	
120	62081	Bank Service Charges	A	1,821	
121	62082	Real Estate Taxes	A	13,112	

Town of St. Michaels

FY23 Budget

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	A	B	C	D	E	F
3				Origin	Sub-Total	TOTAL
122	62084	Website Development/Maintenance		A	1,627	
123	62085	Volunteer Acknowledgement		E	200	
124	62086	Election		A	-	
125	62087	Miscellaneous		A	3,960	
126	62088	Admin Telephone		A	3,960	
127	62089	Dues & Subscriptions		A	5,324	
128	62090	Notices and Ads		A	3,296	
129	62091	Travel/Training		E	3,000	
130	62093	Codification Maintenance		A	7,311	
131		Copier/ postage meter		FY22	9,000	
132		Internet		FY22	3,000	
133		IT Consultant		C	12,480	
134		Microsoft 365		E	6,000	
135		Office Supplies		FY22	5,000	
136						
137	62095	Municipal Bldgs/Utilities		A	14,155	
138	62096	Building Maintenance and Supplies		A	11,108	
139		HVAC/Electrical/Plumbing repairs		FY22	10,000	
140		Pest Control		FY22	1,000	
141		Storage unit		FY22	1,500	
142		Supplies		E	3,500	
143		Admin Janitorial		E	2,000	
144	62097	Document Retention		A	2,553	
145						306,049
146		**Total Administrative**				**758,260**
147						
148		**PLANNING AND ZONING**				
149						
150		**Regular Salaries**				
151		Codes Enforcement Officer		E	54,101	
152	63011	Zoning Clerk		E	43,281	
153		Asst. Codes Enforcement Officer P/T		E	66,000	
154	63012	Overtime		E	1,000	
155	63013	Benefits		E	21,340	
156	63014	PR Taxes		E	9,411	
157	63015	Workman's Comp		E	262	
158		**Total Employment**				195,395
159						
160		**Expenses**				
161						

Town of St. Michaels

FY23 Budget

Draft

	A	B	C	D	E	F
3				Origin	Sub-Total	TOTAL
162	6304	Consulting		FY22	8,000	
163	63051	Office Expenses		A	2,692	
164	63052	Inspections		A	5,598	
165	63053	P/Z Advertising		A	3,014	
166		**Total Expenses**				19,304
167						
168		**TOTAL PLANNING AND ZONING**				**214,699**
169						
170		**POLICE**				
171						
172		**Regular Salaries**				
173		Chief		E	102,388	
174	640111	Officers		E	488,725	
175	64012	Administrative Assistant (1)		E	43,680	
176	64012	Crossing Guards		E	20,000	
177	640112	Overtime Officers		A	46,592	
178	640122	Overtime other		A	695	
179	64013	Benefits		E	331,492	
180	64014	PR Taxes		E	51,346	
181	64015	Workmans's Comp		E	37,494	
182		**Total Employment**				**1,122,412**
183						
184		**Police Expenses**				
185	64000	SMYLE		COSM	15,000	
186	64022	Legal- Police		E	2,500	
187	6403	Liability & Property Insurance		COSM	15,000	
188	64041	Police Utilities		A	5,608	
189	64042	Police Personnel Testing		A	1,420	
190	64043	Police Uniform Maintenance		COSM	6,000	
191	64044	Communications		COSM	4,500	
192	64045	Police Equipment & Supplies		COSM	7,000	
193	64046	Police Vehicle Expense		COSM	40,000	
194	64049	Police Telephone		A	20,128	
195	64050	Police Dues and Subscriptions		COSM	15,000	
196	64051	Police Travel & Training		COSM	7,000	
197	64052	Police Janitorial		COSM	6,000	
198	64053	Police Office Expense		COSM	6,500	
199	64054	Security Systems		A	2,883	
200	64056	Generator Maintenance		COSM	1,500	
201	64057	Body Cameras		COSM	10,374	

Town of St. Michaels

FY23 Budget

Draft

	A	B	C	D	E	F
3				**Origin**	**Sub-Total**	**TOTAL**
202	64061	Max Retirement Pay		COSM	3,000	
203		Total Police Expenses				169,413
204		**TOTAL POLICE**				**1,291,825**
205						
206	6500	**PUBLIC WORKS**				
207						
208		**Regular Salaries**				
209		Supervisor		E	75,900	
210	65011	Crew (4)		E	174,607	
211	65012	Overtime		A	6,852	
212	65013	Benefits		E	129,024	
213	65014	PR Taxes		E	20,472	
214	65015	Workman's Comp		E	12,630	
215		Total Employment				419,485
216						
217	65022	Generator Maint. PW		COSM		2,000
218						
219		**Staff Time Billed to Water Fund**				(120,000)
220		**Miscellaneous**				
221	6503	Liability and Property Insurance		A	6,641	-
222	6505	Tree Planting and Maintenance		COSM	20,000	
223		Total Misc.				26,641
224		**Maintenance and Grounds**				
225	65061	M/G Maintenance and Supplies		A	3,556	
226	65063	Mosquito Control		E	2,000	
227	65066	Miscellaneous		COSM	650	
228	65067	Telephone		A	1,224	
229	65069	Small Tools		COSM	4,000	
230		Total Maintance & Grounds				11,430
231						
232		**Sanitation & Waste**				
233	65071	Landfill & Refuse Service Fees		C+EST	142,238	
234	65072	Repairs & Maintenance		E	2,000	
235	65073	Vehicle Expense		COSM	8,000	
236	65074	Recycling Service		C	63,000	
237		Total Sanitation and Waste				215,238
238						
239		**Streets/Sidewalks**				
240	65081	Signs		COSM	3,500	
241	65082	Sidewalk Repair		COSM	4,000	

Town of St. Michaels

FY23 Budget

Draft

	A	B	D	E	F
3			Origin	Sub-Total	TOTAL
242	65083	Streets Maintenance and Supplies	COSM	8,000	
243	65084	Storm Drain Repair & Maintenance	COSM	7,000	
244	65086	Parking Lots Repair & Maintenance	A	4,501	
245	65087	Street Vehicle Expense	A+ESCAL	20,000	
246	65088	Electric- Street Lights	A	48,956	
247	65089	Alley Maintenance	A	1,408	
248		Total Streets/Sidewalks			97,365
249					
250		**Parks & Recreation**			
251	650911	Harbor Maintenance	COSM	2,500	
252	650912	Maintenance & Supplies	COSM	15,000	
253	650913	Vehicle Maintenance	COSM	3,000	
254	650916	Nature Trail Maintenance	COSM	5,000	
255	650918	Park Enhancement Fund	COSM	7,000	
256	650919	Horticulturist	E	20,000	
257		Total Parks & Recreation			52,500
258					
259		**TOTAL PUBLIC WORKS**			**704,659**
260					
261					
262	6800	**Agency Funding**			
263	6802	Fire Department	E	70,952	
264	6804	St. Michaels Museum	FY22	3,000	
265	6806	Talbot County Library	FY22	5,000	
266	6809	Bay Hundred Pool	COSM	2,000	
267	6807	St. Michaels Community Center	FY22	3,000	
268	6803	Talbot County Arts Council	FY22	1,000	
269		**Total Outside Agency Funding**			**84,952**
270					
271	7000	**CAPITAL EXPENDITURES**			
272		**Administrative Capital**			
273					
274					
275					
276		**Total Administrative Capital**			-
277					
278	7008	**REPAIR & REPLACEMENT**			
279	70088	Bulk Head - Back Creek		8,000	
280					

Town of St. Michaels
FY23 Budget

Draft

	A	B	C	D	E	F
3				Origin	Sub-Total	TOTAL
281	70089	Retaining Walls - Mill St.			9,000	
282	70090	Plumber Drive			17,000	
283		**Total Repair & Replacement**				**34,000**
284		**Planning & Zoning Capital**			-	-
285						
286		**Total Planning & Zoning Capital**			-	-
287						
288		**Police Capital**				
289					-	
290		**Total Police Capital**				-
291						
292		**Public Works Capital**				
293	70032	Brick Sidewalks/Granite Curb			-	
294		Honeymoon & Nature Trail Bridge Seal			-	
295		Nature Trail			-	
296		Pole Barn Electricity			-	
297		Boat Slip Waterline		E	30,000	
298		Cannon Carriages			-	
299						
300		Total Public Works Capital				**30,000**
301						
302		**Total Capital Expenditures**				-
303						
304		**TOTAL EXPENDITURES**				**3,108,915**
305						
306		**Revenue vs. Expenditure**				**180,926**
307						
308						
309		**WATER UTILITY**				
310						
311		**Water Funding**				
312		Water Funding-Contingency Fund		E	10,798	
313		Water Capital Charges		A	12,100	
314		Water Connections		A	17,567	
315		Water Services		A	646,095	
316		Interest- Water Fund		A	2,496	
317		American Rescue Plan Water Meters		E	673,280	
318		**Total Water Funding**				**1,362,336**
319						
320		**WATER UTILITY**				

Town of St. Michaels

FY23 Budget

Draft

	A	B	C	D	E	F
3				Origin	Sub-Total	TOTAL
321		Staff Time		E	90,000	
322		Salary		E	-	
323		Benefits		E	-	
324		Payroll Taxes		E	-	
325		Workers Compensation		E	-	
326		Water Department Overhead		E	99,000	
327		Liability & Property Insurance		A	6,855	
328		Office Expense		A	3,680	
329		Computer Telemetry Software		E	10,000	
330		Postage		E	1,500	
331		Electric- Wells and Towers		A	25,365	
332		Water Testing		A	4,765	
333		Travel & Training		E	2,000	
334		Dues/Subscriptions		A	493	
335		Telephone		A	2,444	
336		Materials/Supplies		A	52,915	
337		Arsenic System Maintenance & Repairs		FY22	50,000	
338		Miscellaneous		A	1,108	
339	690531	Generator Maintenance 2&3		A	5,466	
340		Server Time- Mission Units		A	2,374	
341		**Total Water Expenses**				**357,965**
342						
343		**Water Capital Expenses**				
344		Water Tower Maintenance		A	51,176	
345	69074	Water Meter Replacements		E	673,280	
346		**Total Water Capital**				**724,456**
347						
348		**Transfer to Shore United Water Fund Reserves**				
349						
350		**Water Debt Service**				
351		Additional Debt Reduction		E	140,455	
352		Inter Fund Loan N. Tower		E	20,000	
353		2006 Arsenic Debt Service		E	43,907	
354		2016 MDE Arsenic Removal Debt Servic		E	36,593	
355		Total Water Debt Service				**240,955**
356						
357		**Total Water System Expenses**				**1,323,376**
358						
359						
360		**Water Fund Revenue vs Expenditure**				**38,960**