

**ORDINANCE NO. 174/20**

**AN ORDINANCE OF THE COMMISSIONERS OF THE TOWN OF CHURCH HILL, MARYLAND, APPROVING AND ADOPTING THE BUDGET OF THE TOWN OF CHURCH HILL FOR THE FISCAL YEAR BEGINNING JULY 1, 2020 AND ENDING JUNE 30, 2021; ESTABLISHING A TAX RATE OF \$.34 PER \$100 OF ASSESSED VALUATION FOR REAL PROPERTY; ESTABLISHING A UTILITY TAX RATE OF \$.85 PER \$100 ASSESSED VALUATION FOR REAL PROPERTY; ESTABLISHING A SEWER FEE OF \$340 PER EQUIVALENT DWELLING UNIT; AND PROVIDING FOR THE COLLECTION OF THE STATE OF MARYLAND BAY RESTORATION FUND ANNUAL FEE OF \$60**

**WHEREAS**, pursuant to the authority contained in Md. Code Ann., Local Gov't Art., §5-205, the Commissioners of the Town of Church Hill, Maryland (the "Town") has the authority to authorize the expenditure of municipal funds for any public purpose and to affect the safety, health and general welfare of the municipality and its occupants; and

**WHEREAS**, the Charter of the Town of Church Hill requires that the Commissioners of the Town of Church Hill adopt a budget before the end of the current fiscal year which shall provide a complete financial plan for the upcoming fiscal year and shall contain estimates of anticipated revenues and proposed expenditures with anticipated revenues equaling or exceeding the total proposed expenditures; and

**WHEREAS**, the Town Charter, Section 504 "Budget Adoption" requires that the Commission hold a public hearing on the proposed budget before its adoption, which public hearing was held on Monday, June 1, 2020; and

**WHEREAS**, pursuant to Section 209, "Ordinances", of the Town Charter, ordinances may be passed at a meeting of the Commission held not less than six (6) nor more than sixty (60) days after the meeting at which it was introduced, except, in the case of an emergency. Furthermore, Section 209 states that every ordinance passed shall become effective at the expiration of twenty (20) calendar days following approval by the Commission; and

**WHEREAS**, the Commissioners of the Town of Church Hill desire to maintain the Town tax rate at a rate of \$.34 per \$100 of assessed valuation for real property, and further desires to maintain the utility tax rate at a rate of \$.85 per \$100 of assessed valuation of real property; and

**WHEREAS**, the Commissioners of the Town of Church Hill desire to maintain the Town Sewer Fee of \$340 per equivalent dwelling unit for the continued operation of the Sewer System; and

**WHEREAS**, it is the determination of the Commissioners of the Town of Church Hill that this annual appropriation ordinance shall be enacted to budget and appropriate funds for the several objects and purposes for which the Town must provide in the fiscal year beginning July 1, 2020 and ending June 30, 2021.

**NOW, THEREFORE, BE IT ORDAINED AND ENACTED** by the Commissioners of the Town of Church Hill, Maryland, with the total elected membership concurring, that:

**Section 1.** From and out of the monies and balances known to be in the General Fund, Revenue Sharing Fund, Sewer Fund and Contingency Funds, from and out of operating transfers, and from all monies anticipated to come into those funds during the twelve (12) month period ending June 30, 2021, the funds set forth in Exhibit A shall be, and are hereby appropriated for use by the several departments and offices of the Town from the sources of anticipated revenue set forth in Exhibit A for the objects and purposes for which the Town must provide during the 2021 Fiscal Year. **SEE ATTACHED EXHIBIT A.**

**Section 2.** **BE IT FURTHER ORDAINED ENACTED** that the outstanding appropriations at Fiscal Year 2020 year-end shall expire on June 30, 2020 and shall be re-appropriated by this budget ordinance in Fiscal Year 2021.

**Section 3.** **BE IT FURTHER ORDAINED AND ENACTED** that the real property tax rate for the Town of Church Hill shall be and is hereby established at a rate of \$.34 per \$100 of assessed valuation for real property. The tax rate is the same rate as the prior fiscal year.

**Section 4.** **BE IT FURTHER ORDAINED AND ENACTED** that the utility tax rate assessed on the personal property of utility companies in the Town for the Town of Church Hill shall be and is hereby established at a rate of \$.85 per \$100 of assessed valuation for real property. The utility tax rate is the same rate as the prior fiscal year.

**Section 5.** **BE IT FURTHER ORDAINED AND ENACTED** that in the Sewer Budget, the Sewer Fee shall be and is hereby established at \$340 per EDU, which is the same rate as the prior fiscal year.

**Section 6.** **BE IT FURTHER ORDAINED AND ENACTED** that in the Sewer Budget, the Bay Restoration Fee shall be and is hereby established at \$60 per EDU, which is the same rate as the prior fiscal year.

**Section 7.** **BE IT FURTHER ORDAINED** by the Commissioners of Church Hill, Maryland that the Town Commissioners conducted a public hearing on this Ordinance at which

parties of interest and citizens had an opportunity to be heard on June 1, 2020.

**Section 8.** BE IT FURTHER ORDAINED that this Ordinance shall take effect twenty (20) calendar days following adoption by the Town Commissioners after a public hearing regarding this Ordinance.

**Section 9.** BE IT FURTHER ORDAINED that upon adoption, a copy of this Ordinance shall be posted on the Town bulletin board for a period not less than one week after it becomes effective.

**INTRODUCED** by the Commissioners of the Town of Church Hill, Maryland at a regular meeting on May 4, 2020.

**PASSED** by the Commissioners of the Town of Church Hill, Maryland, after a duly advertised public hearing at a regular meeting of the Commissioners on June 1, 2020.

ATTEST:

THE COMMISSIONERS OF THE TOWN OF  
CHURCH HILL

\_\_\_\_\_  
Nancy Lindyberg  
Town Administrator/Clerk

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John P. Griffin, Sr., President

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Charles M. Rhodes, Jr., Commissioner

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Edward C. Raffetto, Jr. Commissioner

APPROVED AS TO FORM AND SUFFICIENCY:

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Elissa D. Levan, Town Attorney

**EXHIBIT A  
FY2021 GENERAL BUDGET**

	<b>Jul '20 - Jun 21</b>
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
<b>Intergovernmental</b>	
<b>County</b>	
Bank Stock Tax	32.00
Payment in Lieu of Taxes	2,000.00
Municipal Aid	40,000.00
<b>Total County</b>	42,032.00
<b>State</b>	
Critical Areas	750.00
Highway User Fee	25,000.00
<b>Total State</b>	25,750.00
<b>Total Intergovernmental</b>	67,782.00
<b>Licenses and Permits</b>	
Building Permits	5,000.00
Demolition Permit	40.00
Franchise Fees	4,800.00
Occupancy Permit	35.00
Traders Licenses	25.00
<b>Total Licenses and Permits</b>	9,900.00
<b>Miscellaneous Revenue</b>	
Grass cutting	200.00
Donations	400.00
Interest - Account	8,000.00
Other Revenue	200.00
Rent	36,000.00
<b>Total Miscellaneous Revenue</b>	44,800.00
<b>Service Charges</b>	
Bd of Appeals	260.00
Development Assessments	5,600.00
<b>Development Fees</b>	
Zoning Applications	385.00
Category 1 Site Plan	1,000.00
Category 2 Site Plan	720.00
Guaranty Fund	100.00
<b>Total Development Fees</b>	2,205.00

Total Service Charges	8,065.00
Taxes - Local	
Income Tax	50,000.00
Property Taxes	
FY2021	<u>190,000.00</u>
Total Property Taxes	190,000.00
Railroad and Public Utilities	<u>18,000.00</u>
Total Taxes - Local	<u>258,000.00</u>
Total Income	<u>388,547.00</u>
Gross Profit	388,547.00
Expense	
Engineer	10,000.00
Debt Service	
Principal Adj	75,000.00
406 Main - Prin Payment	12,000.00
Interest	<u>3,600.00</u>
Total Debt Service	90,600.00
General Government	
Financial Administration	
Accountant	5,000.00
Audit	<u>14,000.00</u>
Total Financial Administration	19,000.00
General Services	
Sewer User Fee - 219 Main St	400.00
Electric 121 New St	200.00
Electric - 406 Main	3,000.00
Sewer fee - 319 Main St	400.00
Sewer User Fee - 406 Main	400.00
Sewer User Fee - 121 New /St	2,000.00
Capital Outlay - New Street	20,000.00
Insurance - Property	1,600.00
Real Estate Taxes	4,000.00
Repairs/Maintenance	100,000.00
Sewer User Fees - 324 Main	1,600.00
Telephone	<u>3,000.00</u>
Total General Services	136,600.00
Legal	9,000.00
Other General Government	
Donations	2,000.00
Advertising	600.00

Bank Charges	50.00
Computer Maint. & Equip.	1,500.00
Copier Rental	2,400.00
Document Storage	400.00
Insurance - Fidelity Bond	1,100.00
Member Organization Expenses	1,200.00
Payroll	
Workers' Compensation	500.00
Payroll services	1,100.00
Administrative Assistant	6,000.00
Administrator/Clerk	21,012.00
Consultant	10,000.00
Total Payroll	38,612.00
Payroll Taxes	6,000.00
Reimbursable Expenditures	5,000.00
Seminars/Workshops/Conventions	2,000.00
Volunteer Appreciation	4,500.00
Computer/Internet & Website Service	1,000.00
Total Other General Government	66,362.00
Miscellaneous Expenditures	
Guaranty Fund	100.00
Other Expenditures	150.00
Total Miscellaneous Expenditures	250.00
Planning and Zoning	
Planning & Zoning Review	2,500.00
Engineering Review & Inspect.	2,500.00
Zoning Administrator	34,000.00
Total Planning and Zoning	39,000.00
Total General Government	270,212.00
Public Safety	
Fire and Rescue Services	
Annexed Development Fees	1,600.00
Volunteer Fire and Rescue-Donations	2,000.00
Total Fire and Rescue Services	3,600.00
Other Public Safety	
Building Inspections	1,500.00
Miss Utility	100.00
Mosquito Control	3,500.00
Pest control	1,000.00
Total Other Public Safety	6,100.00

Total Public Safety	9,700.00
Public Works	
Christmas Lights	
Christmas Lights - Rep/Replace	500.00
Christmas Lights - Electric	400.00
Christmas Lights Inst/Removal	300.00
Total Christmas Lights	<u>1,200.00</u>
Trash Collection	
Fixed Rate	29,000.00
Landfill Fees	26,000.00
Total Trash Collection	<u>55,000.00</u>
Transportation Services	
Mowing	8,000.00
Snow Removal	10,000.00
Street Lighting	30,000.00
Street Repair	80,000.00
Street Tree Maintenance	1,000.00
Total Transportation Services	<u>129,000.00</u>
Total Public Works	<u>185,200.00</u>
Total Expense	<u>565,712.00</u>
Net Ordinary Income	-177,165.00
Other Income/Expense	
Other Income	
Prior Years' Unexpended Surplus	185,000.00
Total Other Income	<u>185,000.00</u>
Net Other Income	<u>185,000.00</u>
Net Income	<u><u>7,835.00</u></u>

**FY2021 SEWER BUDGET**

	<u>Jul '20 - Jun</u>
	<u>21</u>
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
<b>Service Charges</b>	
<b>Sewer, Solid Waste, &amp; Water</b>	
Sewer Hook-up	16,000.00
<b>SEWER USER FEES</b>	
2020 Sewer User Fee	
FY2021	<u>120,360.00</u>
Total 2020 Sewer User Fee	120,360.00
Chesapeake Bay Restoration Fee	<u>21,400.00</u>
<b>Total SEWER USER FEES</b>	<u>141,760.00</u>
Total Sewer, Solid Waste, & Water	157,760.00
Sewer User Late Fee	<u>1,200.00</u>
<b>Total Service Charges</b>	158,960.00
<b>Miscellaneous Revenue</b>	
INTEREST INCOME	5,000.00
Tax Sale Advertising	1,200.00
Fee on Returned Check	<u>25.00</u>
<b>Total Miscellaneous Revenue</b>	<u>6,225.00</u>
<b>Total Income</b>	165,185.00
<b>Expense</b>	
<b>General Government</b>	
Bay Restoration Fee Payable	20,400.00
Engineer	
Town's Engineering Review	<u>3,000.00</u>
Total Engineer	3,000.00
LEGAL	<u>1,000.00</u>
<b>Total General Government</b>	24,400.00
<b>Public Works</b>	
ADVERTISING	1,200.00
Electric	
ELECTRIC-LAGOON	3,000.00
ELECTRIC-NORTH	3,000.00
ELECTRIC-SOUTH	<u>3,000.00</u>
Total Electric	9,000.00
LP	1,500.00



<b>GAS</b>	
<b>GRASS CUTTING</b>	<b>6,000.00</b>
<b>INSURANCE</b>	<b>1,600.00</b>
<b>MD ENVIRONMENTAL SERVICES</b>	<b>50,000.00</b>
<b>PAYROLL TAXES</b>	<b>3,000.00</b>
<b>REPAIRS/MAINTENANCE</b>	<b>100,000.00</b>
<b>SALARIES AND WAGES</b>	
Administrative Assistant	6,000.00
Administrator/Clerk	21,012.00
Consultant	4,000.00
<b>Total SALARIES AND WAGES</b>	<b>31,012.00</b>
<b>Total Public Works</b>	<b>203,312.00</b>
<b>Total Expense</b>	<b>227,712.00</b>
<b>Net Ordinary Income</b>	<b>-62,527.00</b>
<b>Other Income/Expense</b>	
<b>Other Income</b>	
Prior Years' Unexpended Surplus	65,000.00
<b>Total Other Income</b>	<b>65,000.00</b>
<b>Net Other Income</b>	<b>65,000.00</b>
<b>Net Income</b>	<b>2,473.00</b>