

COMMISSIONERS OF OXFORD

ORDINANCE NUMBER: 2204
INTRODUCED BY:
DATE OF INTRODUCTION:

AN ORDINANCE OF THE TOWN OF OXFORD ADOPTING A GENERAL/ENTERPRISE BUDGET FOR THE FISCAL YEAR BEGINNING JULY 1, 2022 AND ENDING JUNE 30, 2023, AND ESTABLISHING A TAX RATE OF \$.32 PER \$100 OF ASSESSED REAL PROPERTY VALUE

WHEREAS, Section C6-4 of the Oxford Town Charter requires the Town to operate on an annual budget; and

WHEREAS, the Commissioners of Oxford have reviewed the details of the Revenues and Expenditures as Summarized in Department Line Items on the attached Exhibit A; and

WHEREAS, the Commissioners of Oxford have found the Revenues anticipated in each Department Line Item as Summarized do fairly represent the anticipated Revenues for Fiscal Year 2023; and

WHEREAS, the Commissioners of Oxford have found the Expenditures anticipated in each Department Line Item as Summarized do fairly represent the Expenditures for Fiscal Year 2023.

NOW THEREFORE, the Commissioners of Oxford hereby ordains as follows:

Section 1. That the Commissioners of Oxford hereby adopt the attached General/Enterprise Budget for the fiscal year beginning July 1, 2022 and ending June 30, 2023, which is attached hereto as Exhibit A and incorporated herein.

Section 2. The Commissioners of Oxford hereby adopt the tax rate of \$.32 per \$100 of assessed real property, the constant yield tax rate, for the fiscal year commencing on July 1, 2022 and ending on June 30, 2023.

Section 3. The Commissioners as part of this budget, allocate \$110,000 of real property tax revenues collected to be deposited into the Stormwater Management Shoreline Protection Fund (SMSP) Enterprise Account as demonstrated on Line 41101 in the attached Exhibit A, and which if not utilized in the current year may remain as a contribution to the SMSP Enterprise account for future use.

This Ordinance shall become effective on the twentieth day proceeding the date of enactment.

ENACTED THIS ___ DAY OF ____, 2022

COMMISSIONERS OF OXFORD:

Gordon Fronk

James Jaramillo

Brian Wells

I hereby certify that the foregoing Ordinance 2204 of the Town of Oxford was duly read, advertised, and enacted in accordance with the applicable provisions of the Charter of the Town of Oxford.

Attest:

Cheryl A. Lewis, Town Manager
Town of Oxford

TOWN OF OXFORD
FY 2023 GENERAL /ENTERPRISE BUDGET
July 2022 through June 2023

	Budget
Ordinary Income/Expense	
Income	
41000 - Real Property Tax	
41100 - Real Estate	1,051,578.00
41101 - Real Estate - SMSP Dedicated	-110,000.00
41150 - Tax Discount	-7,000.00
41200 - Interest Paid	3,011.00
Total 41000 - Real Property Tax	937,589.00
42000 - Intergovernmental Revenues	
42100 - Accomodations Tax	65,000.00
42200 - Amusement Tax	0.00
42300 - Local Income Tax	190,000.00
42400 - Highway User Revenue	60,622.00
42500 - Traders Licenses	4,000.00
42600 - Tax Revenues - Other	439.00
Total 42000 - Intergovernmental Revenues	320,061.00
43000 - Licenses and Permits	
43100 - Animal Registration	0.00
43300 - Building Permits	15,000.00
43400 - Cable Franchise	4,600.00
43450 - Port Warden Permits	2,000.00
43455 - Long Term Rental Inspections	1,000.00
43460 - Short Term Rental	1,500.00
Total 43000 - Licenses and Permits	24,100.00
44000 - Revenues from Other Agencies	
44100 - Grant - Critical Areas	1,000.00
44200 - Grant - SAPPF Police	11,000.00
44202 - Grant - MEWS	0.00
44300 - Grant - DNR - Public Access	2,600.00
44400 - Grant - Misc	147,000.00
Total 44000 - Revenues from Other Agencies	161,600.00
45000 - Revenues from Properties	
45100 - Dock Rentals	23,900.00
45200 - Parking Permits	1,500.00
45300 - Land/Property Leases	58,080.00
45400 - Town House Rental	5,000.00
Total 45000 - Revenues from Properties	88,480.00
46000 - Miscellaneous Revenues	
46200 - Hanks Christmas Tree Fund	0.00
46225 - Play Ball Dog Park	0.00
46250 - Artist Group	0.00
46350 - R Gordon Graves Scholarship	1,000.00
46400 - Police Fines and Tickets	1,500.00
46450 - Police Donations	0.00
46500 - Reimbursed Appeals Expense	0.00
46700 - Reimbursed Expenses - Other	0.00
46900 - Misc Revenues - Other	1,000.00
46950 - Interest Income	2,500.00
46000 - Miscellaneous Revenues - Other	0.00
Total 46000 - Miscellaneous Revenues	6,000.00
47000 - Enterprise Services	
47100 - Water Service	
47110 - Water Service Charge	350,000.00
47130 - Connection Fees	2,000.00
Total 47100 - Water Service	352,000.00
47500 - Wastewater Services	
47510 - Wastewater Service Charge	509,000.00
Total 47500 - Wastewater Services	509,000.00
47700 - Stormwater/Shoreline SMSP	
47710 - Real Property Tax SMSP	110,000.00
47720 - Stormwater General Contribution	0.00
Total 47700 - Stormwater/Shoreline SMSP	110,000.00
47900 - Enterprise Services Other	
47910 - Interest - Water	100.00
47920 - Interest - Sewer	50.00
47930 - Plumbing Permits	1,100.00
47940 - Tower Rental	0.00
Total 47900 - Enterprise Services Other	1,250.00
Total 47000 - Enterprise Services	972,250.00
48000 - Bay Restoration Fund	35,500.00
Total Income	2,545,580.00
Gross Profit	2,545,580.00
Expense	
50000 - Legislation	
50100 - Commissioners Salary	7,000.00
50200 - Commissioners Training/Expenses	5,000.00
50300 - Election Advertising Expenses	2,000.00
50400 - Election Salaries	500.00
Total 50000 - Legislation	14,500.00
51000 - Financial Administration	
51050 - Accounting & Auditing	16,000.00
51100 - Administrative Salaries	169,000.00
51101 - Advertising	
51150 - General Advertising	1,500.00
51151 - Appeals Board	1,000.00
51152 - Planning Commission	500.00
51154 - Port Wardens	1,000.00
Total 51101 - Advertising	4,000.00
51200 - Computer Main & Repair	2,000.00
51220 - Communications	0.00
51250 - Copier Services Main & Supplies	3,600.00
51300 - Education and Training	4,000.00
51350 - Electricity	13,000.00
51450 - Legal Fees	30,000.00
51451 - Telephone	7,500.00
51452 - Internet	1,000.00
51453 - Website	1,000.00
51500 - Memberships & Dues	5,000.00
51550 - Office Supplies & Expenses	7,000.00
51600 - Postage	3,200.00
51650 - Planning & Zoning Admin	10,000.00
51700 - Miscellaneous - Financial Admin	1,000.00
86000 - Administration Capital	5,000.00
Total 51000 - Financial Administration	282,300.00

TOWN OF OXFORD
FY 2023 GENERAL /ENTERPRISE BUDGET
July 2022 through June 2023

	Budget
52000 - Government Properties	
52100 - Municipal Bldg Main and Repair	
52110 - Bldg Main and Repair Salaries	2,000.00
52100 - Municipal Bldg Main and Repair - Other	18,000.00
Total 52100 - Municipal Bldg Main and Repair	20,000.00
52200 - Town Houses Main and Repair	
52220 - Town House Electric #B	0.00
52200 - Town Houses Main and Repair - Other	5,000.00
Total 52200 - Town Houses Main and Repair	5,000.00
52300 - Customs House Main & Repair	1,000.00
52400 - MEWS	0.00
83000 - Municipal Building Capital	30,000.00
Total 52000 - Government Properties	56,000.00
52500 - General Government Other	
52510 - Historic Distric Commission	500.00
52520 - Planning Commission	500.00
52530 - Port Wardens	3,000.00
52540 - Appeals Board	1,000.00
52555 - Community Center In Kind	0.00
52556 - DHCD Mini/Facade	25,000.00
52560 - Contributions	
52561 - Community Center	10,000.00
52562 - Hanks Christmas Trees	1,000.00
52563 - Talbot County Arts Council	1,000.00
52564 - Oxford Day	1,000.00
52565 - Oxford Museum	3,000.00
52566 - Oxford Library	500.00
52567 - R Gordon Graves	1,500.00
52569 - Miscellaneous Contributions	5,000.00
55520 - Fireworks	10,000.00
Total 52560 - Contributions	33,000.00
52570 - Oxford Business Association	18,600.00
Total 52500 - General Government Other	81,600.00
52600 - Government Shared Expenses	
52610 - Insurance - General	32,000.00
52620 - Insurance - Property/Flood	6,800.00
52630 - Workmens Comp	24,000.00
52640 - Unemployment	200.00
52655 - Employee Benefits	
52656 - Employee Billing Assistance	0.00
52655 - Employee Benefits - Other	270,000.00
Total 52655 - Employee Benefits	270,000.00
52660 - Payroll Expenses	65,000.00
Total 52600 - Government Shared Expenses	398,000.00
53000 - Public Safety	
53100 - Police Department	
53150 - Police Salaries	230,000.00
53175 - Park Patrol	0.00
53200 - Uniforms & Equipment	5,000.00
53225 - Legal Fees	0.00
53300 - Vehicle Expenses	10,000.00
53400 - Education and Training	3,000.00
53500 - Telephone and Internet	3,000.00
53600 - Office Supplies	2,000.00
84000 - Police Capital	0.00
Total 53100 - Police Department	253,000.00
53700 - Fire Department	
53800 - Grant to Oxford Fire Department	20,000.00
53900 - Workmens Comp Oxford Fire Dept	10,000.00
Total 53700 - Fire Department	30,000.00
53000 - Public Safety - Other	0.00
Total 53000 - Public Safety	283,000.00
54000 - Public Works	
54100 - Operational Cost	
54110 - Shop - Salaries	60,000.00
54130 - Shop - Telephone and Internet	11,300.00
54140 - Shop - Uniforms	19,000.00
54150 - Shop - Utilities	0.00
54160 - Shop - Main and Repair	5,000.00
54165 - Shop - Miscellaneous	3,000.00
54170 - Education and Training	1,000.00
54180 - Vehicle Operations	19,000.00
54190 - Vehicle Main and Repairs	23,000.00
85000 - Public Works Capital	0.00
Total 54100 - Operational Cost	141,300.00
54200 - Roads Department	
54210 - Streets - Salaries	30,000.00
54220 - Streets - Main/Repairs	16,000.00
54230 - Streets - Lighting	45,000.00
54240 - Streets - Repaving	0.00
54250 - Snow Removal	1,000.00
Total 54200 - Roads Department	92,000.00
54300 - Trash Collection	
54310 - Trash Collection Salaries	30,000.00
54320 - Trash Collection Other Expenses	0.00
54330 - Trash Pick up - Contractors	80,000.00
Total 54300 - Trash Collection	110,000.00
54400 - Miscellaneous Public Works	
54410 - Mosquito Control	1,200.00
54420 - Weed and Pest Control	500.00
54430 - Sidewalk Repair	15,000.00
Total 54400 - Miscellaneous Public Works	16,700.00
Total 54000 - Public Works	360,000.00
55000 - Parks and Recreation	
55100 - Parks/Mowing - Salaries	56,000.00
55200 - Parks/Mowing - Main & Repair	5,000.00
55300 - Parks and Recreation Electric	3,000.00
55400 - Docks/Shoreline - Main & Repair	3,000.00
55500 - Parks & Recreation Expenses	32,500.00
55600 - Parks and Recreation Committee	150.00
87000 - Parks Capital	122,000.00
89000 - Docks Capital	0.00
55000 - Parks and Recreation - Other	0.00

TOWN OF OXFORD
FY 2023 GENERAL /ENTERPRISE BUDGET
July 2022 through June 2023

	Budget
Total 55000 · Parks and Recreation	221,650.00
57000 · Enterprise Fund Expenditures	
57100 · Water System Admin Cost	
57110 · Administrative Salaries	45,000.00
57120 · Administrative Expenses	5,000.00
57140 · Depreciation	0.00
57160 · Interest on Debt	97,000.00
57100 · Water System Admin Cost - Other	0.00
Total 57100 · Water System Admin Cost	147,000.00
57200 · Water System Operations	
57201 · Water - Salaries	40,000.00
57210 · Electricity	30,000.00
57220 · Utilities	1,000.00
57225 · Chemicals	3,000.00
57230 · Lab Expenses	1,000.00
57240 · Maintenance Contracts	5,000.00
57250 · Materials, Tools and Equipment	10,000.00
57255 · Arsenic Reduction Media	0.00
57260 · Testing Expenses	2,000.00
57270 · Education and Training	1,000.00
57280 · Maintenance & Repairs	20,000.00
82001 · Water Capital	0.00
Total 57200 · Water System Operations	113,000.00
57500 · Wastewater System Admin Cost	
57510 · Administrative Salaries	40,000.00
57520 · Administrative Expenses	25,000.00
57535 · Consulting/Legal Fees	0.00
57560 · Interest on Debt	93,000.00
57500 · Wastewater System Admin Cost - Other	0.00
Total 57500 · Wastewater System Admin Cost	158,000.00
57600 · Wastewater System Operations	
57601 · Wastewater Salaries	70,000.00
57610 · Electricity	90,000.00
57620 · Utilities	300.00
57625 · Chemicals	30,000.00
57630 · Lab Expenses	12,000.00
57635 · Materials, Tools and Equipment	3,000.00
57640 · Maintenance Contracts	7,000.00
57670 · Education and Training	1,500.00
57680 · Maintenance & Repairs	20,000.00
82002 · WWTP Upgrade Capital	0.00
82003 · Wastewater Capital	25,000.00
Total 57600 · Wastewater System Operations	258,800.00
57700 · Stormwater/Shoreline SMSP	
57710 · Stormwater Salaries	40,000.00
57720 · Administrative Salaries	35,000.00
57725 · Training and Education	500.00
57730 · Stormwater Main & Repair	2,100.00
57740 · Stormwater Improvements	0.00
57750 · Shoreline Main & Repair	0.00
57770 · Stormwater/Shoreline Trash	20,000.00
81500 · SMSP Improvement Capital	0.00
Total 57700 · Stormwater/Shoreline SMSP	97,600.00
Total 57000 · Enterprise Fund Expenditures	774,400.00
58000 · Bay Restoration	
58100 · Bay Restoration Payment	34,800.00
Total 58000 · Bay Restoration	34,800.00
59000 · Bad Debt	0.00
66900 · Reconciliation Discrepancies	0.00
Total Expense	2,506,250.00
Net Ordinary Income	39,330.00
Other Income/Expense	
Other Expense	
90000 · Other Expenses	
90200 · Adjusting Entry	0.00
Total 90000 · Other Expenses	0.00
Total Other Expense	0.00
Net Other Income	0.00
Net Income	39,330.00

Capital Improvement Projects in Progress to be completed 2023		45,000.00
	Oxford 2100 Engineering Grant	
	Park Grant	122,000.00
Capital Improvement Projects anticipated to start 2023		
	ARPA received stormwater *2022	298,533.00
	ARPA promised stormwater	298,533.00
	Strand Living Shoreline Grant	3,000,000.00
	DNR Waterway Improvements Grant	50,000.00
	WTR System Rehab Loan	2,572,000.00
	WTR System Rehab Grant	2,102,000.00