

COMMISSIONERS OF OXFORD

ORDINANCE NUMBER: 2214
INTRODUCED BY: _____
DATE OF INTRODUCTION: _____

AN ORDINANCE OF THE TOWN OF OXFORD AMENDING GENERAL AND ENTERPRISE BUDGET ADOPTED BY ORDINANCE 2204 FOR THE FISCAL YEAR BEGINNING JULY 1, 2022 AND ENDING JUNE 30, 2023 TO ADJUST CERTAIN LINE ITEMS AND TO RE-APPROPRIATE CERTAIN FUNDS

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

WHEREAS, after a duly advertised public hearing, the Commissioners of Oxford adopted Ordinance 2204, effective July 1, 2022, titled “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”; and

WHEREAS, since the Commissioners have adopted the budget, it has been determined that it is now appropriate to review, amend and adjust, as needed, the Budget, to reflect revisions in revenues, revisions in expenses, and to re-appropriate certain line items reflected in the Budget to address mid-year adjustments; 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 have found that the Revenues and Expenditures identified by Department Line Item in the attached Exhibit A do fairly represent the adjustments made to the Fiscal Year 2023 Budget;

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

Section 1. That the Commissioners of Oxford hereby adopt the attached Adjusted 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. That the tax rate for the Town of Oxford for the fiscal year beginning July 1, 2021 and ending June 30, 2022 as established in Ordinance 2204 will remain the same.

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

ENACTED THIS ____ DAY OF _____, 2022

COMMISSIONERS OF OXFORD:

James Jaramillo, President

Brian Wells, Commissioner

Tom Costigan, Commissioner

I hereby certify that the foregoing Ordinance 2214 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 AMENDED
 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
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
44300 · Grant - DNR - Public Access	2,600.00
44400 · Grant - Misc	197,000.00
Total 44000 · Revenues from Other Agencies	211,600.00
45000 · Revenues from Properties	
45100 · Dock Rentals	23,900.00
45200 · Parking Permits	1,500.00
45300 · Land/Property Leases	66,000.00
45400 · Town House Rental	5,000.00
Total 45000 · Revenues from Properties	96,400.00
46000 · Miscellaneous Revenues	
46200 · Hanks Christmas Tree Fund	0.00
46250 · Artist Group	0.00
46300 · Parks & Recreation	0.00
46350 · R Gordon Graves Scholarship	1,000.00
46400 · Police Fines and Tickets	1,500.00
46450 · Police Donations	0.00
46700 · Reimbursed Expenses - Other	0.00
46900 · Misc Revenues - Other	3,500.00
46950 · Interest Income	2,500.00
Total 46000 · Miscellaneous Revenues	8,500.00
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	

TOWN OF OXFORD
FY 2023 General / Enterprise Budget AMENDED
 July 2022 through June 2023

	Budget
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
73100 · Facade Program	0.00
74000 · Grant Funds - W/W W/S Upgrades	0.00
74200 · DNR - Coastal	0.00
Total Income	2,606,000.00
Gross Profit	2,606,000.00
Expense	
50000 · Legislation	
50100 · Commissioners Salary	7,000.00
50200 · Commissioners Training/Expenses	6,000.00
50300 · Election Advertising Expenses	2,000.00
50400 · Election Salaries	500.00
Total 50000 · Legislation	15,500.00
51000 · Financial Administration	
51050 · Accounting & Auditing	16,000.00
51100 · Administrative Salaries	180,000.00
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	293,300.00
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

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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	255,000.00
52660 · Payroll Expenses	65,000.00
Total 52600 · Government Shared Expenses	383,000.00
53000 · Public Safety	
53100 · Police Department	
53150 · Police Salaries	230,000.00
53175 · Park Patrol	0.00
53200 · Uniforms & Equipment	5,000.00
53300 · Vehicle Expenses	60,000.00
53400 · Education and Training	3,000.00
53500 · Telephone and Internet	3,000.00
53600 · Office Supplies	2,000.00
Total 53100 · Police Department	303,000.00
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
Total 53000 · Public Safety	333,000.00
54000 · Public Works	
54100 · Operational Cost	
54110 · Shop - Salaries	65,000.00
54130 · Shop - Telephone and Internet	11,300.00
54140 · Shop - Uniforms	19,000.00
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	146,300.00
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

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	Budget
54200 · Roads Department - Other	300,000.00
Total 54200 · Roads Department	392,000.00
54300 · Trash Collection	
54310 · Trash Collection Salaries	40,000.00
54320 · Trash Collection Other Expenses	0.00
54330 · Trash Pick up - Contractors	80,000.00
Total 54300 · Trash Collection	120,000.00
54400 · Miscellaneous Public Works	
54410 · Mosquito Control	1,200.00
54420 · Weed and Pest Control	500.00
54430 · Sidewalk Repair	40,000.00
Total 54400 · Miscellaneous Public Works	41,700.00
Total 54000 · Public Works	700,000.00
55000 · Parks and Recreation	
55100 · Parks/Mowing - Salaries	60,000.00
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	162,000.00
55000 · Parks and Recreation - Other	0.00
Total 55000 · Parks and Recreation	265,650.00
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	50,000.00
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
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	123,000.00
57500 · Wastewater System Admin Cost	
57510 · Administrative Salaries	45,000.00
57520 · Administrative Expenses	25,000.00
57540 · Depreciation	0.00
57560 · Interest on Debt	93,000.00
57500 · Wastewater System Admin Cost - Other	0.00
Total 57500 · Wastewater System Admin Cost	163,000.00
57600 · Wastewater System Operations	
57601 · Wastewater Salaries	65,000.00
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

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 July 2022 through June 2023

	Budget
57670 · Education and Training	1,500.00
57680 · Maintenance & Repairs	20,000.00
82003 · Wastewater Capital	25,000.00
Total 57600 · Wastewater System Operations	253,800.00
57700 · Stormwater/Shoreline SMSP	
57710 · Stormwater Salaries	50,000.00
57720 · Administrative Salaries	45,000.00
57725 · Training and Education	500.00
57730 · Stormwater Main & Repair	2,100.00
57740 · Stormwater Improvements	0.00
57770 · Stormwater/Shoreline Trash	20,000.00
81500 · SMSP Improvement Capital	200,000.00
Total 57700 · Stormwater/Shoreline SMSP	317,600.00
Total 57000 · Enterprise Fund Expenditures	1,004,400.00
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	3,167,250.00
Net Ordinary Income	-561,250.00
Net Income	-561,250.00

Paving	300,000.00
Resilience	200,000.00
Sidewalks	40,000.00
Police Vehicle	21,250.00
	0.00

Oxford 2100 Engineering Grant	45,000.00
ARPA received stormwater *2022	298,533.00
ARPA promised stormwater	298,757.00
Strand Living Shoreline Grant	3,000,000.00
DNR Grant/Dock	50,000.00
WTR System Rehab Loan	2,572,000.00