



City of Havre de Grace

711 PENNINGTON AVENUE, HAVRE DE GRACE, MARYLAND 21078
WWW.HAVREDEGRACEMD.COM

410-939-1800

Public Notice

Havre de Grace City Council Meeting

PLACE: City Council Chambers
City Hall
711 Pennington Avenue
Havre de Grace, Maryland 21078

TIME: 7:00 p.m.

DATE: Monday, June 17, 2024

The public may attend the meeting or view it live by visiting the City of Havre de Grace website at www.havredegracemd.com and click on the City YouTube Videos tab. The video will be available to view on the website immediately following the meeting.

The Council intends to close part of the meeting to discuss personnel matters. The public may attend the open session and observe the vote of Council to move into closed session at agenda item #18. The Council President will read into the record a closing statement that is available for public inspection. The Council will not reconvene in open session after the closed session.



COUNCIL MEETING AGENDA

June 17, 2024

711 Pennington Avenue, Havre de Grace, Maryland

7:00 p.m.

Public Hearing for Ordinance No. 1157 concerning Amending Chapter 25 Planning Commission & Board of Appeals

AN ORDINANCE BY THE MAYOR AND CITY COUNCIL OF HAVRE DE GRACE, MARYLAND, ADOPTED PURSUANT TO THE AUTHORITY OF ARTICLE XI-E OF THE MARYLAND CONSTITUTION, THE LOCAL GOVERNMENT ARTICLE OF THE ANNOTATED CODE OF MARYLAND, AND SECTIONS 33 AND 34 OF THE HAVRE DE GRACE CITY CHARTER TO AMEND CHAPTER 25 PERTAINING TO BOARD OF APPEALS AND PLANNING COMMISSION

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Opening Prayer: Rev. Gene Proud, Proud Evangelistic Association
5. Approval of the Minutes:
 - A. City Council Meeting Minutes – June 3, 2024
 - B. City Council Closed Session Meeting Minutes – June 3, 2024
 - i. Votes from Closed Session
 - C. City Council Public Hearing Minutes – FY 2025 Budget – June 10, 2024
6. Comments from Citizens
7. Appointments:
 - A. Arts Commission (CM Jones)
 - i. Pat Fair – Reappointment
 - ii. Carolyn Foley – Reappointment
 - iii. Wynona Hilton-Stanley – Reappointment
8. Recognitions: None
9. Proclamations: None
10. Presentations:
 - A. Todd Park Food Forest and Composting Program (Green Team Members)
11. Resolutions:
 - A. **Calendar Resolution concerning Approving Support of any Effort to Enhance Outdoor and Indoor Space for Youth at Oakington Park (CM Robertson)**

A RESOLUTION BY THE MAYOR AND CITY COUNCIL OF HAVRE DE GRACE, MARYLAND, PURSUANT TO THE LOCAL GOVERNMENT ARTICLE OF THE ANNOTATED CODE OF MARYLAND AND SECTIONS 33 AND 34 OF THE CITY CHARTER TO APPROVE SUPPORT OF ANY EFFORT TO ENHANCE OUTDOOR AND INDOOR SPACE FOR YOUTH AT OAKINGTON PARK

12. Ordinances:

A. **Ordinance No. 1156 concerning Establishing the City Budget for FY 2025: Second Reading (CM Robertson)**

AN ORDINANCE BY THE MAYOR AND CITY COUNCIL OF HAVRE DE GRACE BY THE AUTHORITY OF ARTICLE XI-E OF THE MARYLAND CONSTITUTION, THE LOCAL GOVERNMENT ARTICLE OF THE ANNOTATED CODE OF MARYLAND AND SECTION 37 OF THE HAVRE DE GRACE CITY CHARTER FOR THE PURPOSE OF ESTABLISHING THE CITY BUDGET FOR FISCAL YEAR 2025, BY DESIGNATING THE ANNUAL PROJECTION OF ANTICIPATED REVENUES AND PROPOSED AUTHORIZED EXPENSES FOR THE CITY OF HAVRE DE GRACE FOR FISCAL YEAR 2025

B. **Ordinance concerning Amending Chapter 25 Marina Commission: First Reading (CM Schneegas)**

AN ORDINANCE BY THE MAYOR AND CITY COUNCIL OF HAVRE DE GRACE, MARYLAND, ADOPTED PURSUANT TO THE AUTHORITY OF ARTICLE XI-E OF THE MARYLAND CONSTITUTION, THE LOCAL GOVERNMENT ARTICLE OF THE ANNOTATED CODE OF MARYLAND, SECTIONS 33, 34 AND 71 OF THE HAVRE DE GRACE CITY CHARTER TO AMEND SECTIONS OF CITY CODE CHAPTER 25 MARINA COMMISSION

13. Old Business: None

14. New Business:

A. Special Events (Dr. Chris Ricci)

- i. Havre de Grace Lighted Boat Parade, September 27, 2024
5:00 p.m.-11:00 p.m., Concord Point Park

15. Directors Report:

- A. Dr. Chris Ricci – Director of Administration
- B. Mr. Tim Bourcier – Director of Planning
- C. Ms. Bridgette Johnson – Director of Economic Development & Tourism
- D. Mr. George DeHORITY – Director of Finance
- E. Mr. EJ Millisor – Director of Public Works
- F. Chief Teresa Walter – Chief of Police

16. Business from Mayor Martin

17. Business from Council:

- A. Council Member Boyer
- B. Council Member Schneegas
- C. Council Member Robertson
- D. Council Member Boker
- E. Council Member Jones
- F. Council President Ringsaker

18. Motion to Move into Closed Session (CP Ringsaker)

- A. Personnel Matter – Discussion on Contract for Director of Economic Development & Tourism and Director of Planning

19. Adjournment

CITY COUNCIL

READ FILE COVER SHEET

Subject: **Ordinance 1157 concerning Amending Chapter 25**
Board of Appeals and Planning Commission
(Public Hearing)

Date: **6/4/2024**

Notice: Any comments made after 5:00 p.m. on the Thursday before the Council Meeting will not be seen in the agenda packet.

Purpose:

- FYI
 Read and Comment as Needed
 Action Required by June 17, 2024
 In Confidential File Drawer

Approve:

Johnny Boker Yes No No Comment

Comment: _____

Casi Boyer Yes No No Comment

Comment: _____

Vicki Jones Yes No No Comment

Comment: _____

Jim Ringsaker Yes No No Comment

Comment: _____

Jason Robertson Yes No No Comment

Comment: _____

Tammy Lynn Schneegas Yes No No Comment

Comment: _____

Note: N/A

CITY COUNCIL
OF
HAVRE DE GRACE, MARYLAND

ORDINANCE NO. 1157

Introduced by Council President Ringsaker

AN ORDINANCE BY THE MAYOR AND CITY COUNCIL OF HAVRE DE GRACE, MARYLAND, ADOPTED PURSUANT TO THE AUTHORITY OF ARTICLE XI-E OF THE MARYLAND CONSTITUTION, THE LOCAL GOVERNMENT ARTICLE OF THE ANNOTATED CODE OF MARYLAND, AND SECTIONS 33 AND 34 OF THE HAVRE DE GRACE CITY CHARTER TO AMEND CHAPTER 25 PERTAINING TO BOARD OF APPEALS AND PLANNING COMMISSION

On: June 3, 2024

at: 7:00 p.m.

Ordinance introduced, read first time, ordered posted and public hearing scheduled.

PUBLIC HEARING

A Public Hearing is scheduled for June 17, 2024 at 7:00 p.m.

EXPLANATION

Underlining indicates matter added to existing law.

[Bold Brackets] indicate matter deleted from existing law.

Amendments proposed prior to final adoption will be noted on a separate page with line references or by handwritten changes on the draft legislation.

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BE IT ORDAINED, that Chapter 25 is hereby amended as follows:

Article IV Board of Appeals

§ 25-16 General requirements and procedures.

D. Notice of a public hearing on any special exception, variance, or when applicable, administrative review, shall be given by certified mail (with return receipt) and by first class US Mail to the petitioner, the owner of the property and all abutting and confronting property owners of the property under consideration at least [15] 10 days['] prior to the date of the public hearing. Notice shall also be published on the City's webpage at least 10 days['] prior to the date of the public hearing. In addition, notice of such hearing shall be posted by the Department of Planning with a sign provided by the Board of Appeals staff on the property under consideration:

E. The Department of Planning shall prepare a staff report that incorporates background information on the subject property, provides a recommendation for approval or denial, and incorporates recommended conditions as necessary. The report shall include an analysis of environmental features, zoning, consistency with the Comprehensive Plan, and existing and proposed land uses on the subject property and within the neighborhood. The report shall be forwarded to the Board and the petitioner at least five days prior to the hearing before the Board [Commission].

Article V Planning Commission

§ 25-22 Jurisdiction and powers.

There is hereby created a Municipal Planning Commission for the City of Havre de Grace, hereinafter referred to as the "Planning Commission". ["Commission."] Its territorial jurisdiction shall extend over all property located within the incorporated limits of the City of Havre de Grace or as otherwise provided under Maryland State law.

§ 25-23 [Membership] Creation; composition; appointment and removal of members; compensation; election of Chair and Vice Chair.

A. Membership of the Planning Commission shall consist of seven members and one alternate member who shall be appointed by the Mayor and confirmed by the City Council for five-year terms.

B. [A. The Commission shall consist of seven members,] [o]One of whom [may] shall be a member of the City Council of Havre de Grace, Maryland, to serve in an ex officio capacity concurrent with his or her official term.

(1) The ex officio member may not vote on any question in the result of which the ex officio member has an immediate personal or financial interest.

(2) [(ii)] When an ex officio member abstains from voting on a question under subparagraph [(i)] (1) of this paragraph, the ex officio member shall disclose the recusal.

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(3) The ex-officio member may not act as Chair or Vice Chair of the Planning Commission.

- C. Subject to the exception set forth in subparagraph D below, each appointed member of the Planning Commission shall be a full-time resident of the City of Havre de Grace at the time of appointment and during the term of the member. For the purpose of this subsection, "full-time resident" means declaring the City of Havre de Grace the person's primary residence for tax purposes. If residency changes such that the member is no longer a full-time resident during the member's term, then the position will be deemed vacant and the vacancy will be filled as provided under this Section, provided however, that such member may be able to fall within the exception under subparagraph D upon the Mayor's approval.
- D. The Mayor and City Council may choose to appoint no more than two members from outside the incorporated limits of the City as part of the seven person membership as discussed in Section 25-23(A); however, the appointee(s) must reside within the Havre de Grace zip code.
- E. Members of the Planning Commission may be removed for cause by the City Council after a public hearing upon written charges. Grounds for removal are set forth in the Land Use Article of the Maryland Annotated Code, § 2-102(d), as amended.
- F. The City Council shall appoint a new member to fill the unexpired term of any member who leaves the Planning Commission for any reason or upon a vacancy as set forth in subparagraph C above.
- G. Pending appointment of a new member, an alternate member shall fill the vacancy until a new member is appointed. If an alternate member is absent or recused, the City Council may designate a temporary alternate.
- H. All members shall serve the Planning Commission without compensation.
- I. The Planning Commission shall elect a Chairperson and Vice Chairperson at the first meeting of the Board each calendar year. The Chairperson or Vice Chairperson shall not be an ex-officio member.

[B. The term of each member of the Commission is five years or, in the case of the City Council member serving in an ex officio capacity, until his or her successor takes office.]

[C. All members of the Commission shall serve without compensation and may be removed by the Mayor and City Council for inefficiency, neglect of duty, or malfeasance in office.]

[D. Upon the death, resignation or removal of any Commissioner, the Mayor shall, as soon as is practical, appoint a Commissioner to complete the term of office of the former member. Upon the expiration of the term of office of any Commissioner, a successor shall be appointed by the Mayor to serve a five-year term. All Commissioners shall be eligible for reappointment.]

114 [E. The Mayor may appoint one alternate member of the Commission who may sit on the
115 Commission and vote in the absence of any member of the Commission. The Mayor may
116 also appoint a temporary alternate to sit on the Commission and vote when the alternate
117 is absent.]

118 [F. All appointments to the Commission made by the Mayor shall be subject to the advice
119 and consent of the Council.]

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121 [§ 25-24 Officers.]

122 [In January of each year, the Commission shall elect a Chairperson and Vice Chairperson
123 from its members for one year, who shall be eligible for re-election.]

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125 § 25-24 [25] Powers and duties.

126 The Commission shall have the following powers and duties:

127 A. The Commission shall review all applications for amendments to the zoning text and map
128 and report the Commission's findings and recommendations. Any recommendations can
129 be stated to the ex officio member during a Planning Commission hearing or the Planning
130 Commission can take an official vote on recommendations to the Mayor and City Council.

131 [B. The Commission shall review all applications for variances, conditional uses, special
132 exceptions, and modifications of nonconforming uses and shall report the
133 Commission's findings and recommendations to the Board of Appeals. The
134 Commission shall review all such applications under the same guidelines applicable
135 to the Board of Appeals.]

136 [C. The Commission shall review all appeals from decisions of the Zoning Administrator
137 and report the Commission's findings and recommendations to the Board of
138 Appeals.]

139 B. Site Plan Approval per Chapter 155 of the City Code.

140 C. Subdivision review and approval per Chapter 173 of the City Code.

141 D. The Commission shall hear and decide matters upon which it is required to pass under
142 provisions of City ordinances.

143 E. The Commission shall have all powers, functions and duties as provided from time to time
144 by the Maryland Land Use Code Annotated. [Article 66B of the Annotated Code of
145 Maryland.]

146 [§ 25-26 Subdivision control.]

147 [From and after the time when the Planning Commission shall have control over subdivisions
148 as provided in the subdivision control provisions of said Article 66B, the jurisdiction of the
149 Commission over plats shall be exclusive within the territory under its jurisdiction, and until
150 that time all such plats shall be first approved by said Commission before approval by the
151 Mayor and City Council of Havre de Grace.]

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153 § 25-25 Notification requirements.
154 Notice of a public hearing on any Planning Commission matter shall be given by certified mail
155 (with return receipt) and by first class US Mail to the petitioner, the owner of the property and all
156 abutting and confronting property owners of the property under consideration at least 10 days prior
157 to the date of the public hearing. Notice shall also be published on the City's webpage at least 10
158 days prior to the date of the public hearing. In addition, notice of such hearing shall be posted by
159 the Department of Planning with a sign provided by the Department of Planning staff on the
160 property under consideration at least 10 days prior to the date of the public hearing.

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162 § 25-26 Meetings and hearings.

163 **[A. In the event the Commission receives a request for approval of a subdivision plat, the**
164 **following action shall be taken preparatory to holding a hearing thereon:]**

- 165 (1) **[The Commission shall fix a reasonable time for a hearing.]**
- 166 (2) **[The property which is the subject of the subdivision shall be posted conspicuously**
167 **by a zoning notice in a form approved by the Mayor and City Council at least 10**
168 **days before the date of the hearing.]**
- 169 (3) **[Notification of a hearing shall be made by certified mail to the applicant, and to**
170 **the owners of those properties contiguous to the property with which the hearing**
171 **is concerned. The addresses for the owners of these contiguous properties shall be**
172 **as specified in the assessment records of the Supervisor of Assessments. Such**
173 **notice shall be postmarked at least seven days prior to the hearing. The cost of**
174 **certified mail notices shall be borne by the applicant. The term "contiguous**
175 **properties," as used herein, includes properties separated from the subject**
176 **property by a street, lane, alley or roadway of any type.]**

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178 **A. [B]** The following procedures shall be used by the Commission in conducting hearings:

- 179 (1) All hearings of the Commission shall be open to the public. At the hearing, any party
180 may appear and be heard in person or by representative.
- 181 (2) The Chairperson or, in the Chairperson's absence, the **[Acting] Vice** Chairperson may
182 administer oaths and request the attendance of witnesses.
- 183 (3) For assistance in reaching decisions, the Commission may request testimony at its
184 hearing for purposes of securing technical aid or factual evidence from City
185 commissions, departments or agencies.
- 186 (4) The Commission shall keep records of all of its official actions, all of which shall be
187 filed with the Department of **[Economic Development and]** Planning and shall be
188 public record.
- 189 (5) Postponement of hearings shall be at the discretion of the Chairperson of the
190 Commission in cases of extreme hardship or upon good cause shown. The Commission
191 may, upon its own initiative, postpone a scheduled hearing at any time. Assessment of
192 cost for advertisement of rescheduled hearings shall be in the discretion of the
193 Commission.
- 194 (6) The Commission may continue a hearing to another time or date once such hearing has
195 been started; however, the Commission shall announce the date and hour of
196 continuance of such hearing while in session.
- 197 (7) The Commission shall adopt additional rules which may be necessary to exercise the
198 Commission's function which rules shall not be inconsistent with this Article V.

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§ 25-27 Reserved

NOW, THEREFORE, it is determined, decided, and ordained by the City Council that the foregoing amendments to the City Code are hereby approved.

ADOPTED by the City Council of Havre de Grace, Maryland this __ day of _____, 2024.

SIGNED by the Mayor and attested by the Director of Administration this _____ day of _____, 2024.

ATTEST:

MAYOR AND CITY COUNCIL
OF HAVRE DE GRACE

Christopher Ricci
Director of Administration

William T. Martin
Mayor

Introduced/First Reading: 6/3/2024

Public Hearing:

Second Reading/Adopted:

Effective Date:



June 3, 2024
Council Meeting Proceedings
711 Pennington Avenue, Havre de Grace, Maryland
7:00 p.m.

The regular meeting of the Mayor and City Council was called to order on June 3, 2024, at 7:02 p.m. with Mayor Martin presiding. Council Members present: CP Ringsaker, CM Boker, CM Boyer, CM Jones, CM Robertson, and CM Schneegas.

The Pledge of Allegiance was recited, and the opening prayer was given by Rev. Mary Whitehead, Spearhead Global Outreach.

Approval of Minutes

City Council Meeting Minutes – CM Jones moved to approve the Council Meeting minutes of May 20, 2024. Second by CP Ringsaker. Motion carried 6-0.

City Council Closed Session Meeting Minutes – CP Ringsaker moved to approve the Council Closed Session Meeting minutes of May 20, 2024. Second by CM Boker. Motion carried 6-0.

City Council Public Work Session Minutes – FY 2025 Preliminary Budget – CP Ringsaker moved to approve the Council Public Work Session minutes of May 21, 2024 on the FY 2025 Preliminary Budget. Second by CM Boker. Motion carried 6-0.

City Council Public Work Session Minutes – Ordinance Nos. 1154 & 1155 – CP Ringsaker moved to approve the Council Public Work Session minutes of May 29, 2024 on Ordinance Nos. 1154 & 1155 related to traffic pattern changes. Second by CM Boker. Motion carried 6-0.

Comments from Citizens

No comments.

Appointments

CM Jones made a motion to approve the appointment of Kevin Harewood and Philip J. Samuel to the Arts Commission. Second by CM Boker. Motion carried 6-0. CM Jones commented on the background of the candidates.

CM Jones made a motion to approve the appointment of Jesse Kosior to the Historic Preservation Commission. Second by CM Robertson. Motion carried 6-0. CM Jones commented on the background of the candidate.

Oath of Office

Mayor Martin administered the Oath of Office to Kevin Harewood and Philip J. Samuel of the Arts Commission, and Jesse Kosior of the Historic Preservation Commission.

Resolutions

Charter Resolution concerning Amending Section 75 City Property Sale, Transfer or Conveyance: First Reading

A RESOLUTION BY THE MAYOR AND CITY COUNCIL OF HAVRE DE GRACE, MARYLAND, PURSUANT TO THE LOCAL GOVERNMENT ARTICLE OF THE ANNOTATED CODE OF MARYLAND AND SECTIONS 33 AND 34 OF THE CITY CHARTER TO AMEND SECTION 75 CITY PROPERTY; SALE; TRANSFER OR CONVEYANCE

A motion to introduce was made by CP Ringsaker. Second by CM Boker. Motion carried 6-0. The resolution was given number 302. A motion to adopt was made by CP Ringsaker. Second by CM Boker. After a roll call vote, motion to approve carried 6-0. The public hearing will be on July 1, 2024 at 7:00 p.m.

Calendar Resolution concerning Approving a License Agreement for a Driveway and Curb-Cut at 513 Girard Street

A RESOLUTION BY THE MAYOR AND CITY COUNCIL OF HAVRE DE GRACE, MARYLAND, PURSUANT TO SECTIONS 33 AND 34 OF THE CITY CHARTER AND THE LOCAL GOVERNMENT ARTICLE OF THE ANNOTATED CODE OF MARYLAND FOR APPROVAL OF A LICENSE AGREEMENT FOR THE INSTALLATION OF A DRIVEWAY AND CURB CUT AT 513 GIRARD STREET RIGHT-OF-WAY AND TO AUTHORIZE THE MAYOR TO EXECUTE SUCH LICENSE

A motion to introduce was made by CM Schneegas. Second by CP Ringsaker. Motion carried 6-0. The resolution was given number 2024-08. A motion to adopt was made by CM Jones. Second by CM Boyer. After a roll call vote, motion to approve carried 6-0.

Calendar Resolution concerning Approving a License Agreement for a Driveway and Curb-Cut at 843 Ontario Street

A RESOLUTION BY THE MAYOR AND CITY COUNCIL OF HAVRE DE GRACE, MARYLAND, PURSUANT TO SECTIONS 33 AND 34 OF THE CITY CHARTER AND THE LOCAL GOVERNMENT ARTICLE OF THE ANNOTATED CODE OF MARYLAND FOR APPROVAL OF A LICENSE AGREEMENT FOR THE INSTALLATION OF A DRIVEWAY AND CURB CUT AT 843 ONTARIO STREET RIGHT-OF-WAY AND TO AUTHORIZE THE MAYOR TO EXECUTE SUCH LICENSE

A motion to introduce was made by CM Schneegas. Second by CP Ringsaker. Motion carried 6-0. The resolution was given number 2024-09. A motion to adopt was made by CM Schneegas. Second by CM Boyer. After a roll call vote, motion to approve carried 6-0.

Ordinances

Ordinance No. 1152 concerning Establishing Tax Rates for FY 2025: Second Reading

AN ORDINANCE BY THE MAYOR AND CITY COUNCIL OF HAVRE DE GRACE, MARYLAND, PURSUANT TO THE AUTHORITY PROVIDED BY THE ANNOTATED CODE OF MARYLAND TAX-PROPERTY ARTICLE TITLE 6 AND THE LOCAL GOVERNMENT ARTICLE OF THE ANNOTATED CODE OF MARYLAND, FIXING THE TAX RATE FOR THE FISCAL YEAR JULY 1, 2024 TO JUNE 30, 2025 ON EACH ONE HUNDRED DOLLARS (\$100.00) OF ASSESSABLE REAL PROPERTY, PERSONAL PROPERTY; AND PROVIDING AN ADDITIONAL SPECIAL TAX LEVIED WITHIN THE CRITICAL AREA SPECIAL TAXING DISTRICT AND SETTING THE SERVICE CHARGE FOR THE SEMI-ANNUAL PROPERTY TAX PAYMENT OPTION

A motion to introduce was made by CM Robertson. Second by CP Ringsaker. Motion carried 6-0. A motion to adopt was made by CM Robertson. Second by CM Jones. After a roll call vote, motion to approve carried 6-0.

Ordinance No. 1153 concerning Establishing Water & Sewer Rates for FY 2025: Second Reading

AN ORDINANCE BY THE MAYOR AND CITY COUNCIL OF HAVRE DE GRACE, MARYLAND, ADOPTED PURSUANT TO THE AUTHORITY OF ARTICLE XI-E OF THE MARYLAND CONSTITUTION, THE LOCAL GOVERNMENT ARTICLE OF THE ANNOTATED CODE OF MARYLAND, SECTIONS 33 AND 34 OF THE HAVRE DE GRACE CITY CHARTER, CITY CODE CHAPTER 196 AND EXHIBIT A THERETO, ESTABLISHING THE CITY WATER AND SEWER RATES AND SERVICE PARTICIPATION FEES FOR THE USERS OF THE CITY WATER AND SEWER SYSTEM

A motion to introduce was made by CM Boker. Second by CM Robertson. Motion carried 6-0. A motion to adopt was made by CP Ringsaker. Second by CM Boker. After a roll call vote, motion to approve carried 6-0.

Ordinance No. 1154 concerning Changing the Traffic Pattern on Congress Avenue: Second Reading

AN ORDINANCE BY THE MAYOR AND CITY COUNCIL OF HAVRE DE GRACE, MARYLAND, ADOPTED PURSUANT TO THE AUTHORITY OF ARTICLE XI-E OF THE MARYLAND CONSTITUTION, THE LOCAL GOVERNMENT ARTICLE OF THE ANNOTATED CODE OF MARYLAND, AND SECTIONS 33 AND 34 OF THE HAVRE DE GRACE CITY CHARTER TO CHANGE THE TRAFFIC PATTERN ON CONGRESS AVENUE

A motion to introduce was made by CM Boyer. Second by CM Robertson. Motion carried 6-0. A motion to adopt was made by CM Jones. Second by CM Boker. CM Robertson made a motion to amend line 56 from east bound to west bound. Second by CP Ringsaker. After discussion and input from EJ Millisor and Chief Walter, motion carried 6-0. After a roll call vote, motion to approve carried 6-0.

Ordinance No. 1155 concerning Changing the Traffic Pattern on Lewis Street: Second Reading

AN ORDINANCE BY THE MAYOR AND CITY COUNCIL OF HAVRE DE GRACE, MARYLAND, ADOPTED PURSUANT TO THE AUTHORITY OF ARTICLE XI-E OF THE MARYLAND CONSTITUTION, THE LOCAL GOVERNMENT ARTICLE OF THE ANNOTATED CODE OF MARYLAND, AND SECTIONS 33 AND 34 OF THE HAVRE DE GRACE CITY CHARTER TO CHANGE THE TRAFFIC PATTERN ON LEWIS STREET

A motion to introduce was made by CM Boyer. Second by CP Ringsaker. Motion carried 6-0. A motion to adopt was made by CM Boyer. Second by CP Ringsaker. CM Boker made a motion to amend line 57 to keep the traffic pattern from Stokes Street to Union Avenue one way and revert Union Avenue to Washington Street to a two-way traffic pattern. CM Robertson recommended on line 58 and 68 to strike Stokes Street and insert Union Avenue, which CM Boker agreed. Second by CM Jones. After discussion and a roll call vote, motion to approve amendment failed 3-3 with CM Boyer, CM Schneegas, and CP Ringsaker voting nay. After a roll call vote, motion to approve failed 3-3 with CM Boker, CM Robertson, and CM Jones voting nay.

Ordinance concerning Establishing the City Budget for FY 2025: First Reading

AN ORDINANCE BY THE MAYOR AND CITY COUNCIL OF HAVRE DE GRACE BY THE AUTHORITY OF ARTICLE XI-E OF THE MARYLAND CONSTITUTION, THE LOCAL GOVERNMENT ARTICLE OF THE ANNOTATED CODE OF MARYLAND AND SECTION 37 OF THE HAVRE DE GRACE CITY CHARTER FOR THE PURPOSE OF ESTABLISHING THE CITY BUDGET FOR FISCAL YEAR 2025, BY DESIGNATING THE ANNUAL PROJECTION OF ANTICIPATED REVENUES AND PROPOSED AUTHORIZED EXPENSES FOR THE CITY OF HAVRE DE GRACE FOR FISCAL YEAR 2025

A motion to introduce was made by CM Robertson. Second by CP Ringsaker. Motion carried 6-0. The ordinance was given number 1156. A motion to adopt was made by CM Robertson. Second by CP Ringsaker. CM Robertson and CP Ringsaker will present amendments at the public hearing. After a roll call vote, motion to approve carried 6-0. The public hearing will be on June 10, 2024 at 6:00 p.m.

Ordinance concerning Amending Chapter 25 Planning Commission & Board of Appeals: First Reading

AN ORDINANCE BY THE MAYOR AND CITY COUNCIL OF HAVRE DE GRACE, MARYLAND, ADOPTED PURSUANT TO THE AUTHORITY OF ARTICLE XI-E OF THE MARYLAND CONSTITUTION, THE LOCAL GOVERNMENT ARTICLE OF THE ANNOTATED CODE OF MARYLAND, AND SECTIONS 33 AND 34 OF THE HAVRE DE GRACE CITY CHARTER TO AMEND CHAPTER 25 PERTAINING TO BOARD OF APPEALS AND PLANNING COMMISSION

A motion to introduce was made by CP Ringsaker. Second by CM Boker. Motion carried 6-0. The ordinance was given number 1157. A motion to adopt was made by CP Ringsaker. Second by CM Schneegas. After a roll call vote, motion to approve carried 6-0. The public hearing will be on June 17, 2024 at 7:00 p.m.

New Business

Special Event - Dr. Chris Ricci presented the special event application:

Pyrex & Vintage Fest, September 28, 2024, 9:00 a.m.-4:00 p.m., Pennington Avenue between Lodge Lane, N. Washington, St. John Streets

A motion to approve was made by CM Robertson. Second by CM Schneegas. Motion carried 6-0.

Directors Report

Chris Ricci, Director of Administration: Dr. Ricci recognized and congratulated DPW staff who repaired a water main break at Revolution and Juniata – they were quick, professional, and safe. The City has acquired two ADA trolleys that are wheelchair accessible and they will be joining our trolley fleet. First Fridays is this week as well as the first Concerts in the Park featuring RBM Trio, which is jazz/instrumental pop at Tydings Park at 7:30 p.m. There are plenty of volunteer opportunities in the City such as volunteering at the City’s great events – Independence Day festivities, STAR Centre, Opera House, or serve on a board/commission; reach out to Dr. Ricci if you are interested in volunteering.

Tim Bourcier, Director of Planning: Mr. Bourcier gave the permit report for May: there were 13 permits for new construction, and 23 for renovations/additions – there was an increase at the end of the month to get in before the new building code requirements take effect. We expect an uptick of houses being built in the fall. We are close to issuing our first permit using the new online software.

Bridgette Johnson, Director of Economic Development & Tourism: Ms. Johnson reported the Economic Development Advisory Board will not meet in June or July; meetings will resume on August 21 at 4 p.m. Her department is on track to submit 2 grants to the Department of Housing & Community Development – one is a demolition grant to install signature sidewalks along St. John Street between Commerce & Green and in front of Harmer’s Town; one grant is a Community Legacy grant for new light poles and LED lamps for Pennington and St. John Streets to compliment the Downtown Restoration Project. The Visitor Center renovations should be done by mid-July. The construction of the pickleball courts at the Community Center should begin mid-July; the project was grant funded through DNR for \$150,000. Our Tourism Manager, Lauri Orzewicz was on the gameshow, Let’s Make a Deal, which aired on May 31 and can be seen on the Explore Havre de Grace Facebook page - she took the opportunity to promote HdG – the host, Wayne Brady made up a song about HdG. Lauri and Main Street Coordinator Pam Sickenberger were interviewed this morning on Good Morning PA to promote HdG; this was part of a segment by the station on day trips - it can be seen on Explore Havre de Grace and abc27.com. Lauri and Dianne Klair with the Planning Department were invited to Hampton, Virginia by the National Parks Service Chesapeake Gateway Services Program along with other municipalities to be part of a study area to look at things such as water taxis to partner with neighboring water communities. Pam attended the National Main Street Conference in Montgomery, Alabama – we will participate in their campaign, “Made in America”. Congratulations to the Tourism department – she is very proud of them.

George DeHority, Director of Finance: Mr. DeHority thanked the Council for the completion of the tax and water/sewer ordinances and for the first reading of Ordinance 1156 – he is happy to work with them on potential budget amendments. He reported on the current financial condition of General Fund 1, Water/Sewer Fund 9, and Marina Fund 8. The General Fund balance is \$2,368,100, which is \$189,000 below budget. The Water/Sewer Fund 9 balance is \$3,516,000, which is \$608,500 below budget. The Marina Fund 8 balance is \$796,400, which is \$19,400 below budget.

EJ Millisor, Director of Public Works: Mr. Millisor thanked Joe Conaway for covering for him while he was away. The annual Lead and Copper report is due in October – it goes over all the underground pipes. The annual MS4 (Municipal Separate Stormwater Sewer Systems) report is also due in October. The CCR (Consumer Confidence Report), which reports on water quality will be done in July and reach residents in August. They are working with Amtrak to go over engineering and detours around the City. They will stencil “No Fishing” along the piers between the boats at the City Marina and install signs as well. He thanked HR Manager Jim Reynolds for completing interviews. New employees were welcomed on board – Traymar Graves and Chris Borneman. Congratulations to Employees of the Quarter – Allen Keith and Tony Cochran. Congratulations to Dave Watson for being promoted to Assistant Superintendent at the Wastewater Treatment Plant.

Chief Teresa Walter, Havre de Grace Police Department: Chief Walter reported all the officers have received their certifications for this year and they are onto the recertification for this upcoming year. The mobile surveillance unit is in their parking lot and they will deploy it for First Friday. The high school graduates were congratulated – it is amazing the scholarships and what they have accomplished. She was amazed at the number of people who attended the Memorial Service despite the weather.

Business from Mayor Martin

Mayor Martin thanked the American Legion for always doing a great job with the Memorial Day Service and the VFW for the placement of the American flags in certain areas around the City; it rained, but everyone stayed. He attended the graduation for HdG High School – it was the biggest class he’d ever seen – our Warriors are wonderful– the academic awards and scholarships are great and a testament to the great HdG teachers and the families in our community. Today he had the honor of attending the 8th Grade President’s Award Ceremony as a guest speaker. First Fridays is this Friday. It was cool to see Lauri Orzewicz on Let’s Make a Deal – she could not have done a better job promoting our City – “good job Ms. Orzewicz, you make us all proud”. The trolley statistics for May: 4 trolleys ran for 13 days with a total of 3,000 riders for a total of 1,800 miles with no safety incidents – we have good, dedicated ambassadors. Reminder that the budget public hearing is next Monday, June 10 at 6 p.m., not at the next Council meeting.

Business from Council

Council Member Jones: CM Jones commented that Mrs. Mabel Hart passed away on May 22 at 105 years old; her memorial service is June 4 at Mt. Zion Baptist Church in Aberdeen; the Mayor & Council recognized Mrs. Hart for her 105th birthday at the Council meeting on March 18. There were funeral services last week for Don Bruce who is the husband of Carol Bruce whose family has a long legacy in Harford County – her parents owned what used to be the Chat and Chew where the Vineyard Wine Bar is now. The HdG High School graduates were

congratulated. She was able to serve on two scholarship committees – one for the Maryland Municipal League and one for Senator James – we have a great caliber of students in Harford County; there is still a lot of scholarship money available – students were encouraged to apply. The Summer Concerts in the Park start this week – every Friday in June & July at 7:30 p.m. On June 15, the Harford County NAACP is hosting its 2nd Annual 5k Run at Annie’s Playground in Bel Air. The Hosanna School Museum is hosting its annual Juneteenth event on June 15 in the afternoon and on June 19 Bulle Rock is hosting a Juneteenth event at its Residents Club.

Council Member Boyer: CM Boyer congratulated the Class of 2024 – high school and college graduates – there are a lot of volunteer opportunities for these graduates to get involved in their community. Major General Robert Edmonson, Commanding General of APG was congratulated – he is retiring this Friday. June is Pride month and Upper Chesapeake Bay Pride is having a bingo at Market Street Brewery on June 6 at 6:30 p.m. The Magic of Science will be at Harford Community College TUNE Center on June 8. The Green Team held their annual meeting on May 28 with about 35 people attending, which was amazing. As of the end of April, the composting program has composted 19,240 lbs. – they’re on track for their end of year goal, which is 48,000 lbs.; in total, the composting program has diverted 173,029 lbs. of trash from the landfills. The Green Team is doing great with the Bee City and pollinator gardens. The Bird City is going strong with several bird walks and the voting for the City bird is still ongoing. The Victory Garden reported they had 8,654 lbs. of fresh food donated to food pantries last year. Residents were encouraged to use rain barrels to save on their water bill. The Green Team is always looking for people to get involved.

Council Member Schneegas: CM Schneegas invited everyone to First Fridays and to make their way down to Harmer’s Town for a special event with artists, musicians and an opportunity to explore murals that have already been painted and new ones underway. The Marina Commission meets June 12 at 4:30 p.m. at City Hall.

Council Member Robertson: CM Robertson thanked EJ Millisor and DPW staff for setting up for the Memorial Day ceremony at Tydings Park, Jeff Thompson and Jay Dubree for doing the sound, and the Council members for attending and Mayor Martin for speaking. He gave a reminder that the annual Refuel for School is August 17 at 3 p.m. at Concord Point Park – they are collecting sponsorships and looking for volunteers, and organizations that want to set up tables.

Council Member Boker: CM Boker commented that he likes talking to residents about what they want to see happen in HdG. He recognized the VFW and American Legion for the Memorial Day ceremony as well as Jeff Thompson for sound and Bobby Keen for singing at Angel Hill and Tydings Park; he had the honor of placing the City wreath with Mayor Martin. He appreciated CM Jones mentioning the passing of Mrs. Mabel Hart – we can only try to achieve that age and to be in the condition she was at 105 years old. He was able to attend the Green Team Pollinator Garden dedication ceremony at Tydings Park– the Green Team is an immovable force with Carol Zimmerman bringing it all together. Thanks to our first responders, our EMTs, our Ambulance Corps, our Police Department, and our Susquehanna Hose Company for keeping us safe at night as we sleep.

Council President Ringsaker: CP Ringsaker attended the Memorial Day service – it was a great service. Congratulations to Austin Gray for receiving his Eagle Scout award. This Saturday, Christopher Snyder will be doing his Eagle Scout project at St. Patrick Church.

Motion to Move into Closed Session

CP Ringsaker made a motion to move into closed session at 8:40 p.m. under General Provision Article Section 3-305(b)(1) to discuss a personnel matter, (b)(7) to consult with counsel to obtain legal advice, and (b)(8) to consult with staff, consultants, or other individuals about pending or potential litigation. Second by CM Boker. Motion carried 6-0. [See closing statement on page #6.]

Adjournment

CM Jones made a motion to adjourn at 8:41 p.m. Second by CM Robertson. Motion carried 6-0.

Submitted by: Tamara Brinkman

Video recording of the City Council Meeting may be viewed through the City of Havre de Grace YouTube channel.

PRESIDING OFFICER'S ORAL STATEMENT

FOR CLOSING A MEETING

UNDER THE OPEN MEETINGS ACT (General Provision Article 3-305)

Motion to go into a closed session upon adjournment of the open session on Monday, June 3, 2024 to consider the following matters:

1. To discuss a personnel matter.
2. To consult with counsel to obtain legal advice.
3. To consult with City staff and the City Attorney about pending or potential litigation.

This meeting will be closed under General Provisions Article Section 3-305(b):

- (1) To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; any other personnel matter that affects one or more specific individuals”;
- (7) To consult with counsel to obtain legal advice; and
- (8) To consult with staff, consultants, or other individuals about pending or potential litigation

The reason for closing the meeting is:

Discussions concerning personnel matters are entitled to confidentiality. Consultations with the City Attorney regarding advice and pending or potential litigation are entitled to confidentiality under the attorney client privilege.

THE CITY COUNCIL WILL NOT RESUME OPEN SESSION AFTER THE CLOSED SESSION AND VOTES, IF ANY, WILL BE RECORDED IN PUBLIC AT THE COUNCIL MEETING ON JUNE 17, 2024.

PUBLIC SUMMARY - CLOSED SESSION

MINUTES OF HAVRE DE GRACE CITY COUNCIL MEETING

Monday, June 3, 2024

City Hall
711 Pennington Avenue
Havre de Grace, MD 21078

Time of Closed Session: 8:53 P.M.

Place: City Hall, Mayor's office.

Purpose: To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials; to consult with counsel to obtain legal advice; and to consult with staff and the City Attorney about potential or pending litigation.

Persons Attending: Council President Ringsaker and Council Members Boker; Boyer; Robertson, Jones; Schneegas. Also present: Mayor Martin, R. Taylor, City Attorney Ishak, C. Ricci, A. Rybczynski,

Vote to go into Closed Session: Council President Ringsaker, 2nd by Council Member Boker, with all six Council Members present voting in favor, and 0 voting against. Motion passes 6-0.

Authority under Section 3-305 for the closed session: General Provision Article 3-305(b)(1), (7) and (8) (refer to Closing Statement).

Topics actually discussed:

1. The City Council first considered the promotion of Captain Jonathan Krass to Chief of Police upon the retirement of Chief Walter.
Action taken: Motion by CM Robertson, seconded by CM Jones to approve Captain Krass as the new Chief of Police upon Chief Walter's retirement. Motion carried 6-0.
2. The Council members next consulted with City staff and City Attorney concerning the status of the contract with Aberdeen for the purchase and delivery of City Water.
Action taken: Motion by CP Ringsaker, seconded by CM Jones to authorize the Administration to continue discussions with Aberdeen to negotiate additional contract terms consistent with the spirit of the current contract and subject to further review and action by the City Council. Motion passes 6-0.
3. The City Attorney next updated the Council members on the status of the Jones Tax Appeal matter.
Action taken: None.
4. The City Attorney updated the Council members on the status of the Pensell appeal.
Action taken: None.

Council Member Robertson moved to adjourn the closed session, second by Council Member Jones. Motion carries 6-0.

Time of Adjournment of Closed Session: 9:45 PM

PRESIDING OFFICER'S ORAL STATEMENT

FOR CLOSING A MEETING

UNDER THE OPEN MEETINGS ACT (General Provision Article 3-305)

Motion to go into a closed session upon adjournment of the open session on **Monday, June 3, 2024** to consider the following matters:

1. To discuss a personnel matter.
2. To consult with counsel to obtain legal advice.
3. To consult with City staff and the City Attorney about pending or potential litigation.

This meeting will be closed under General Provisions Article Section 3-305(b):

- (1) To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; any other personnel matter that affects one or more specific individuals”;**
- (7) To consult with counsel to obtain legal advice; and**
- (8) To consult with staff, consultants, or other individuals about pending or potential litigation**

The reason for closing the meeting is:

Discussions concerning personnel matters are entitled to confidentiality. Consultations with the City Attorney regarding advice and pending or potential litigation are entitled to confidentiality under the attorney client privilege.

THE CITY COUNCIL WILL NOT RESUME OPEN SESSION AFTER THE CLOSED SESSION AND VOTES, IF ANY, WILL BE RECORDED IN PUBLIC AT THE COUNCIL MEETING ON JUNE 17, 2024.

**PRESIDING OFFICER'S WRITTEN STATEMENT FOR CLOSING A MEETING ("CLOSING STATEMENT")
UNDER THE OPEN MEETINGS ACT (General Provisions Article § 3-305)**

This form has two sides. Complete items 1 – 4:

1. **Recorded vote to close the meeting:** Date: 6/3/24; Time of Vote to Close: 8:40 PM;

Location: City Hall Council Chambers, 711 Pennington Avenue, Havre de Grace, Maryland 21078;

Motion to close meeting made by: CP Ringsaker; Seconded by: CM Boker;

Members in favor: Johnny Boker (Y/N), Casi Boyer (Y/N), Vicki Jones (Y/N), Jim Ringsaker (Y/N), Jason Robertson (Y/N), Tammy Lynn Schneegas (Y/N);

Abstaining: N/A;

Absent: N/A.

2. **Statutory authority to close session (check all provisions that apply):**

This meeting will be closed under General Provisions Art. § 3-305(b) only:

(1) "To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; any other personnel matter that affects one or more specific individuals";

(2) "To protect the privacy or reputation of individuals concerning a matter not related to public business";

(3) "To consider the acquisition of real property for a public purpose and matters directly related thereto";

(4) "To consider a matter that concerns the proposal for a business or industrial organization to locate, expand, or remain in the State";

(5) "To consider the investment of public funds";

(6) "To consider the marketing of public securities";

(7) "To consult with counsel to obtain legal advice";

(8) "To consult with staff, consultants, or other individuals about pending or potential litigation";

(9) "To conduct collective bargaining negotiations or consider matters that relate to the negotiations";

(10) "To discuss public security, if the public body determines that public discussion would constitute a risk to the public or to public security, including: (i) the deployment of fire and police services and staff; and (ii) the development and implementation of emergency plans";

(11) "To prepare, administer, or grade a scholastic, licensing, or qualifying examination";

(12) "To conduct or discuss an investigative proceeding on actual or possible criminal conduct";

(13) "To comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter";

(14) "Before a contract is awarded or bids are opened, to discuss a matter directly related to a negotiating strategy or the contents of a bid or proposal, if public discussion or disclosure would adversely impact the ability of the public body to participate in the competitive bidding or proposal process."

Continued →

3. For each provision checked above, disclosure of the topic to be discussed and the public body's reason for discussing that topic in closed session.

Citation (insert # from above)	Topic	Reason for closed-session
§3-305(b) (1)	To discuss a personnel matter – contract for the Chief of Police.	Discussions concerning personnel matters involving specific individuals are entitled to confidentiality.
§3-305(b) (7)	To consult with counsel to obtain legal advice.	Consultations with the City Attorney regarding advice are entitled to confidentiality under the attorney client privilege.
§3-305(b) (8)	To consult with City staff and the City Attorney about pending or potential litigation.	Consultations with the City Attorney regarding pending or potential litigation are entitled to confidentiality under the attorney client privilege.

4. This statement is made by , Presiding Officer.
CP Ringsaker (signature)

WORKSHEET FOR OPTIONAL USE IN CLOSED SESSION: INFORMATION THAT MUST BE DISCLOSED IN THE MINUTES OF THE NEXT OPEN MEETING

Start Time of closed session: 6:53 PM

Place: Havre de Grace City Hall, Council Chambers 711 Pennington Avenue, Havre de Grace, Maryland

Purpose(s): To discuss a personnel matter, to consult with counsel to obtain legal advice, and to consult with council about pending or potential litigation.

Members who voted to meet in closed session: Johnny Boker (Y/N), Casi Boyer (Y/N), Vicki Jones (Y/N), Jim Ringsaker (Y/N), Jason Robertson (Y/N), Tammy Lynn Schneegas (Y/N);

Abstaining: N/A;

Absent: N/A;

Persons attending closed session: Boker, Boyer, Jones, Ringsaker, Robertson, Schneegas
(cross out those not in attendance)

OTHERS: City Attorney, A. Rybczynski, R. Taylor, C. Ricci, Mayor Martin

Authority under § 3-305 for the closed session: (1) to discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; any other personnel matter that affects one or more specific individuals; (7) to consult with counsel to obtain legal advice; and (8) to consult with council about pending or potential litigation.

Topics actually discussed: See Minutes

Actions taken (if any): See minutes

See minutes

Each recorded vote: Johnny Boker (Y/N), Casi Boyer (Y/N), Vicki Jones (Y/N), Jim Ringsaker (Y/N), Jason Robertson (Y/N), Tammy Lynn Schneegas (Y/N)

Motion to adjourn made by: CM Robertson; Second by: CM Jones; Time: 9:45

Members who voted to adjourn: Johnny Boker (Y/N), Casi Boyer (Y/N), Vicki Jones (Y/N), Jim Ringsaker (Y/N), Jason Robertson (Y/N), Tammy Lynn Schneegas (Y/N)



**City Council Public Hearing
FY 2025 Budget**

June 10, 2024

6:00 p.m.

City Hall, 711 Pennington Avenue, Havre de Grace, Maryland

The public hearing was called to order on June 10, 2024, at 6:00 p.m. with Mayor Martin presiding.

Council Members present: CP Ringsaker, CM Boker, CM Boyer, and CM Jones.

Council Members absent: CM Robertson and CM Schneegas

Ordinance No. 1156 concerning Establishing the City Budget for FY 2025

AN ORDINANCE BY THE MAYOR AND CITY COUNCIL OF HAVRE DE GRACE BY THE AUTHORITY OF ARTICLE XI-E OF THE MARYLAND CONSTITUTION, THE LOCAL GOVERNMENT ARTICLE OF THE ANNOTATED CODE OF MARYLAND AND SECTION 37 OF THE HAVRE DE GRACE CITY CHARTER FOR THE PURPOSE OF ESTABLISHING THE CITY BUDGET FOR FISCAL YEAR 2025, BY DESIGNATING THE ANNUAL PROJECTION OF ANTICIPATED REVENUES AND PROPOSED AUTHORIZED EXPENSES FOR THE CITY OF HAVRE DE GRACE FOR FISCAL YEAR 2025

Comments from Citizens: None

Comments from Council Members: None

Adjournment

Meeting adjourned at 6:04 p.m.

Submitted by: Tamara Brinkman, Executive Assistant

Video recording of the City Council Meeting may be viewed through the City of Havre de Grace YouTube channel.

CITY COUNCIL

READ FILE COVER SHEET

Subject: **Calendar Resolution concerning Approving Support of Space for Youth at Oakington Park**

Date: **6/13/2024**

Notice: Any comments made after 5:00 p.m. on the Thursday before the Council Meeting will not be seen in the agenda packet.

Purpose:

- FYI
 Read and Comment as Needed
 Action Required by June 17, 2024
 In Confidential File Drawer

Approve:

Johnny Boker Yes No No Comment

Comment: _____

Casi Boyer Yes No No Comment

Comment: _____

Vicki Jones Yes No No Comment

Comment: _____

Jim Ringsaker Yes No No Comment

Comment: _____

Jason Robertson Yes No No Comment

Comment: _____

Tammy Lynn Schneegas Yes No No Comment

Comment: _____

Note: Letter from Youth Commission attached as supplemental material.

CITY COUNCIL
OF
HAVRE DE GRACE, MARYLAND

RESOLUTION NO. 2024-_____

Introduced by _____ Council Member Robertson

**A RESOLUTION BY THE MAYOR AND CITY COUNCIL OF
HAVRE DE GRACE, MARYLAND, PURSUANT TO THE LOCAL
GOVERNMENT ARTICLE OF THE ANNOTATED CODE OF
MARYLAND AND SECTIONS 33 AND 34 OF THE CITY CHARTER
TO APPROVE SUPPORT OF ANY EFFORT TO ENHANCE
OUTDOOR AND INDOOR SPACE FOR YOUTH AT OAKINGTON
PARK**

WHEREAS, the Harford County Government has identified more than 1,200 acres on the Oakington Park Peninsula; and

WHEREAS, the Harford County government is currently seeking public input for the use of the space; and

WHEREAS, the need exists, according to both the ‘Harford NEXT- Master Plan for the Next Generation’ and the ‘2022 Harford County Land Preservation for Parks & Recreation Plan,’ for more multipurpose outdoor and indoor field and recreation space for Harford County youth.

NOW, THEREFORE, it is determined, decided, and resolved by the City Council that on this 17th of June, 2024 the Havre de Grace Mayor and City Council approve support of any effort to enhance outdoor and indoor space for the youth of Harford County.

ADOPTED by the City Council of Havre de Grace, Maryland this __ day of _____, 2024.

SIGNED by the Mayor and attested by the Director of Administration this ____ day of _____, 2024.

ATTEST:

MAYOR AND CITY COUNCIL
OF HAVRE DE GRACE

Christopher Ricci
Director of Administration

William T. Martin
Mayor

44
45 Introduced: 6/17/2024
46 Passed/Adopted:
47
48 Effective Date:



June 13, 2024

To Harford County Government in reference to Oakington Park System:

The Havre de Grace Youth Commission is submitting the following recommendations for usage of the 1200 acres set aside for the Oakington Park System.

- Indoor multi-purpose recreation space to support the growing population across all age groups.
- Outdoor multi-purpose recreational sporting fields to accommodate a variety of outdoor sports.
- Recreational spaces that incorporate natural elements with educational and physical activities that appeal to all ages and abilities. Examples include treehouses, rope courses, sensory gardens, and bicycle paths.
- Create educational routes that include pollinator areas, watershed education and environmental stewardship while encouraging outdoor recreational opportunities.

We believe these recommendations are in line with the initiatives in both the 2016 Harford Next – A Master Plan for the Next Generation and the Harford County 2022 Land Preservation, Parks and Recreation Plan (2022 LPPRP). These plans highlight the need for more recreational space to accommodate current and future population growth, a desire to support healthy communities and educational opportunities utilizing outdoor spaces.

Per the 2022 LPPRP public participation surveys the “top four additional facilities people would like to see are nature walking trails (unpaved) (33.9%), activity/recreation centers (31.6%), swimming pools (29.6%), and paved walking and biking trails (27.9%). The top four additional programs people would like to see offered included: Youth (age 6-18) Outdoor Adventure programs (ropes course/climbing wall) (39.9%), Youth (age 6-18) Environmental/Nature programs (37%), Youth (age 6-18) Summer Camps (33%), and Adult (age 18+) Environmental/Nature programs (32.2%).”

We believe the data is here to support the above recommendations and hope the County will take this opportunity to meet the growing need in the Aberdeen and Havre de Grace Communities of spaces for youth, recreational, and educational spaces.

Thank you for your time and consideration.


Tracy Robertson

Havre de Grace Youth Commission Chair

CITY COUNCIL

READ FILE COVER SHEET

Subject: **Ordinance No. 1156 concerning Establishing the
City Budget for FY 2025**

(2nd Reading)

Date: **6/11/2024**

Notice: Any comments made after 5:00 p.m. on the Thursday before the Council Meeting will not be seen in the agenda packet.

Purpose:

- FYI
 Read and Comment as Needed
 Action Required by June 17, 2024
 In Confidential File Drawer

Approve:

Johnny Boker Yes No No Comment

Comment: _____

Casi Boyer Yes No No Comment

Comment: _____

Vicki Jones Yes No No Comment

Comment: _____

Jim Ringsaker Yes No No Comment

Comment: _____

Jason Robertson Yes No No Comment

Comment: _____

Tammy Lynn Schneegas Yes No No Comment

Comment: _____

Note: N/A

CITY COUNCIL
OF
HAVRE DE GRACE, MARYLAND

ORDINANCE NO. 1156

Introduced by _____ Council Member Robertson

AN ORDINANCE BY THE MAYOR AND CITY COUNCIL OF HAVRE DE GRACE BY THE AUTHORITY OF ARTICLE XI-E OF THE MARYLAND CONSTITUTION, THE LOCAL GOVERNMENT ARTICLE OF THE ANNOTATED CODE OF MARYLAND AND SECTION 37 OF THE HAVRE DE GRACE CITY CHARTER FOR THE PURPOSE OF ESTABLISHING THE CITY BUDGET FOR FISCAL YEAR 2025, BY DESIGNATING THE ANNUAL PROJECTION OF ANTICIPATED REVENUES AND PROPOSED AUTHORIZED EXPENSES FOR THE CITY OF HAVRE DE GRACE FOR FISCAL YEAR 2025

On: June 3, 2024
at: 7:00 p.m.

Ordinance introduced, read first time, ordered posted and public hearing scheduled.

PUBLIC HEARING

Having been posted and notice of time and place of hearing and title of Ordinance having been published according to the Charter, a public hearing was held on June 10, 2024 at 6:00 p.m., and concluded on June 10, 2024 at 6:04 p.m.

EXPLANATION
Underlining indicates matter added to existing law.
[Bold Brackets] indicate matter deleted from existing law.
Amendments proposed prior to final adoption will be noted on a separate page with line references or by handwritten changes on the draft legislation.

34 WHEREAS, the Mayor and City Council of Havre de Grace, a Maryland municipal
35 corporation, is required to establish an annual projection of anticipated revenues and proposed
36 expenses, known as the budget, for the City of Havre de Grace for the fiscal year beginning July 1,
37 2024 through June 30, 2025, said period known as fiscal year 2025; and
38

39 WHEREAS, the Mayor and City Council of Havre de Grace is further required to approve the
40 budget by Ordinance, pursuant to the Havre de Grace Charter Section 37 and by the authority of the
41 Local Government Article of the Annotated Code of Maryland; and
42

43 WHEREAS, the Mayor and City Council held budget work sessions on April 8, 2024 and
44 May 21, 2024 as required by the City Charter; and
45

46 WHEREAS, the Mayor and City Council of Havre de Grace shall conduct a public hearing
47 for the purpose of receiving public comment on this budget Ordinance; and
48

49 WHEREAS, the Mayor and City Council of Havre de Grace have previously set the City tax
50 rate and charges for water and sewer service by Ordinance, as required by the Charter.
51

52 NOW THEREFORE, it is determined, decided, and ordained by the City Council that
53 the Annual Budget Ordinance for the City of Havre de Grace for the fiscal year 2025 shall be enacted
54 as follows:
55

56 **BUDGET ORDINANCE**
57

58 Section 1. Attached hereto is the Havre de Grace Budget for the fiscal year 2025 ("Budget").
59 The Budget covers the General Fund, Water & Sewer Fund and Marina Fund. The Budget
60 document and all of its attachments are incorporated by reference into this Ordinance and made
61 a part hereof.
62

63 Section 2. The City shall collect the anticipated revenue and make the proposed expenditures in
64 compliance with the Budget or by an appropriate Budget Amendment as authorized by Section
65 37 of the Havre de Grace City Charter.
66

67 Section 3. This Ordinance shall be effective on July 1, 2024 and expire on June 30, 2025.
68

69 ADOPTED by the City Council of Havre de Grace, Maryland this ____ day of June, 2024.
70

71 SIGNED by the Mayor and attested by the Director of Administration this ____ day of June,
72 2024.
73

74 [Signatures to follow on the next page.]
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ATTEST:

MAYOR AND CITY COUNCIL
OF HAVRE DE GRACE

Christopher Ricci
Director of Administration

William T. Martin
Mayor

Introduced/First Reading: 6/3/2024
Public Hearing: 6/10/2024
Second Reading/Adopted:
Effective Date:

Second Reading



**ANNUAL BUDGET
FISCAL YEAR 2025**

William T. Martin, Mayor

Members of the City Council:

James E. Ringsaker, Jr., Council President

Johnny D. Boker

Cassandra Y. Boyer

Vicki Jones

Jason G. Robertson

Tammy L. Schneegas

Fund 1 - General Fund

FY 2025 vs FY 2024

GENERAL FUND				
	ORIG. BGT. FY 2024	CURR. BGT. FY 2024	REQUESTED FY 2025	Page
Operating Revenues				
Taxes and Penalties	\$12,721,200	\$12,770,800	\$13,035,600	1
Intergovernmental	1,068,200	1,068,200	1,198,100	1
Licenses and Permits	333,100	333,100	331,100	1
Service Fees	743,700	743,700	251,300	1
Fines and Forfeitures	4,800	4,800	5,500	1
Grants	1,893,600	2,503,800	1,666,800	2
Miscellaneous	744,200	744,200	1,697,000	2
	<u>17,508,800</u>	<u>18,168,600</u>	<u>18,185,400</u>	
Operating Expenses				
Mayor	64,800	64,800	64,800	3
City Council	89,300	89,300	89,300	4
Administration	4,334,300	4,334,300	5,075,800	5-7
Registration & Elections	6,100	6,100	5,900	8
Legal Services	250,000	250,000	200,000	8
Casualty & Liability Insurance	172,500	172,500	175,100	8
Economic Development	518,300	518,300	464,600	9-10
Finance	855,900	855,900	775,500	11
Planning and Code Enforcement	902,900	1,154,100	933,700	12
Public Safety	5,751,200	5,751,200	6,225,200	13-14
Public Works	4,657,800	4,799,800	5,564,900	15-18
Service Organizations	18,500	18,500	3,500	19
Museums	83,000	83,000	90,000	19
Civic Groups	165,700	165,700	165,700	19
Ambulance Corps	110,500	110,500	115,700	19
Susquehanna Hose Co.	598,400	598,400	675,000	19
	<u>18,579,200</u>	<u>18,972,400</u>	<u>20,624,700</u>	
Capital Expenses				
Capital Equipment	1,076,900	2,016,300	1,019,200	21
Capital Projects	5,757,500	7,187,000	5,151,700	21
Debt Service	549,400	549,400	501,000	20
	<u>7,383,800</u>	<u>9,752,700</u>	<u>6,671,900</u>	
	<u>25,963,000</u>	<u>28,725,100</u>	<u>27,296,600</u>	
Fund Increase/(Decrease)	(8,454,200)	(10,556,500)	(9,111,200)	
Beginning Balance	1,746,800	3,263,900	2,056,100	2
Fund Transfers/Reserves	6,707,400	7,292,600	7,055,100	2
Fund Excess/ (Deficiency)	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	

GENERAL FUND OPERATING REVENUES

Account No.	Description	Original Budget FY 2024	Current Budget FY 2024	Requested Budget FY 2025
TAXES				
01-0001-41-01	Real Property Taxes	9,598,200	9,647,800	10,081,200
01-0001-41-06	Critical Area Tax	46,400	46,400	47,100
01-0001-41-12	Pers Prop, Unincorporated	4,200	4,200	7,100
01-0001-41-13	Pers Prop, RR/Utilities	257,400	257,400	257,400
01-0001-41-14	Pers Prop, Incorporated	255,300	255,300	161,300
01-0001-41-20	Penalties, Real Property	36,400	36,400	35,300
01-0001-41-23	Penalties, Personal Property Taxes	9,000	9,000	5,300
01-0001-41-41	Income Tax - City Share	1,923,200	1,923,200	1,988,400
01-0001-41-58	Pole and Conduit Tax	75,200	75,200	77,100
01-0001-41-61	Admissions & Amusements	86,100	86,100	80,600
01-0001-41-62	Hotel/Motel Tax	38,900	38,900	51,100
01-0001-41-63	County Stormwater Management Al	383,400	383,400	233,500
01-0001-41-95	County Pmts In Lieu of Taxes	7,500	7,500	10,200
	Subtotal - Taxes	12,721,200	12,770,800	13,035,600
INTERGOVERNMENTAL				
01-0001-43-33	State Police Protection	273,000	273,000	274,600
01-0001-43-51	Highway User Fees	791,000	791,000	919,800
01-0001-43-63	Enterprise Zone Credit Reimb	4,200	4,200	3,700
	Subtotal - Intergovernmental	1,068,200	1,068,200	1,198,100
LICENSES AND PERMITS				
01-0001-42-23	Trader Licenses	3,200	3,200	3,100
01-0001-42-32	Building Permits	172,100	172,100	172,600
01-0001-42-34	Cable TV License Fee	157,800	157,800	155,400
	Subtotal - Licenses/Permits	333,100	333,100	331,100
GENERAL SERVICE FEES				
01-0001-44-15	Rent - American Tower	48,400	48,400	48,400
01-0001-44-16	Rent - Opera House	48,500	48,500	48,500
01-0001-44-30	Rent-Tydings Concession	14,900	14,900	14,900
01-0001-44-32	Backfin Blues Creole de Graw-Leas	1,400	1,400	1,400
01-0001-44-34	Rent - STAR Centre	583,500	583,500	87,200
01-0001-44-35	Rent - Upper Chesapeake (Lodge La	3,300	3,300	3,300
01-0001-44-37	Candidate Filing Fees	500	500	300
01-0001-44-49	Firing Range Rental-Unbilled	100	100	400
01-0001-44-51	Firing Range Reimbursement-Billed	36,100	36,100	33,900
01-0001-44-52	Administrative Fees	3,600	3,600	8,900
01-0001-44-54	Board of Appeals Fees	3,400	3,400	4,100
	Subtotal - Service Fees	743,700	743,700	251,300
FINES/FORFEITURES				
01-0001-45-01	City Ord Violations	3,500	3,500	3,600
01-0001-45-02	Police Misc Income	1,300	1,300	1,900
	Subtotal - Fines/Forfeitures	4,800	4,800	5,500

GENERAL FUND OPERATING REVENUES

Account No.	Description	Original Budget FY 2024	Current Budget FY 2024	Requested Budget FY 2025
GRANTS				
01-0001-48-34	State Grants	500,000	727,500	274,600
01-0001-48-52	Federal Grants		382,700	
01-0001-48-65	County Grants - Fin. Inst.	6,500	6,500	5,100
01-0001-48-80	County Grants - Police Diff.	1,354,000	1,354,000	1,354,000
01-0001-48-81	Mini Police Grants	33,100	33,100	33,100
	Subtotal - Grants/Bonds	1,893,600	2,503,800	1,666,800
MISCELLANEOUS				
01-0001-46-04	Contrib & Donations	162,000	162,000	56,200
01-0001-46-08	Sale of Surplus Property	139,700	139,700	202,700
01-0001-46-22	Interest Income	36,600	36,600	637,400
01-0001-46-23	City Sponsored Event Proceeds	68,800	68,800	618,900
01-0001-46-28	Misc Revenues	8,100	8,100	13,600
01-0001-46-29	Misc Revenues - Billed	3,100	3,100	5,000
01-0001-46-39	Expense Reimbursements - Billed	27,500	27,500	19,500
01-0001-46-40	Expense Reimbursement	272,900	272,900	103,900
01-0001-46-50	Misc AR Penalties	10,800	10,800	10,600
01-0001-46-76	Tourism Sales	8,700	8,700	23,200
01-0001-46-77	Tourism Advertising Revenue	500	500	500
01-0001-46-78	Tourism Advertising - Guide	5,500	5,500	5,500
	Subtotal - Miscellaneous	744,200	744,200	1,697,000
TRANSFERS IN/(OUT)				
01-0001-49-43	Distributed Expenses	1,730,700	1,730,700	2,113,800
01-0001-49-00	Fund Transfers (ARPA)	5,182,100	5,805,600	5,103,200
01-0001-49-00	Fund Transfers (Critical Area)		(38,300)	
01-0001-49-00	Fund Transfers (Emergency)	(205,400)	(205,400)	(161,900)
01-0001-49-98	Unrestricted Fund Balance	1,746,800	3,263,900	2,056,100
	Subtotal - Transfers/Reserves	8,454,200	10,556,500	9,111,200
	TOTAL REVENUES	25,963,000	28,725,100	27,296,600

MAYOR

Account No.	Description	Original Budget FY 2024	Current Budget FY 2024	Requested Budget FY 2025
EMPLOYEE-RELATED EXPENSES				
01-1031-5001	Salaries - Regular Time	18,200	18,200	18,200
01-1031-5022	FICA Expense	1,400	1,400	1,400
01-1031-5031	Workers Compensation Insurance	200	200	200
	<i>Subtotal - Employee</i>	<i>19,800</i>	<i>19,800</i>	<i>19,800</i>
NON-EMPLOYEE-RELATED EXPENSES				
01-1031-6276	Professional Services	3,000	3,000	3,000
01-1031-6277	Travel Expense	5,000	5,000	5,000
01-1031-6282	Office Supplies	2,000	2,000	2,000
01-1031-6283	Public Relations	35,000	35,000	35,000
	<i>Subtotal - Non-Employee</i>	<i>45,000</i>	<i>45,000</i>	<i>45,000</i>
	TOTAL - MAYOR	64,800	64,800	64,800

CITY COUNCIL

Account No.	Description	Original Budget FY 2024	Current Budget FY 2024	Requested Budget FY 2025
EMPLOYEE-RELATED EXPENSES				
01-1011-5001	Salaries - Regular Time	46,800	46,800	46,800
01-1011-5022	FICA Expense	3,600	3,600	3,600
01-1011-5031	Workers Compensation Insurance	100	100	100
	<i>Subtotal - Employee</i>	<i>50,500</i>	<i>50,500</i>	<i>50,500</i>
NON-EMPLOYEE-RELATED EXPENSES				
01-1011-6062	Dues and Subscriptions	20,000	20,000	20,000
01-1011-6070	Printing and Publishing	3,000	3,000	3,000
01-1011-6277	Travel Expense	5,500	5,500	3,500
01-1011-6283	Public Relations	10,000	10,000	12,000
01-1011-6290	Misc Operating Costs	300	300	300
	<i>Subtotal - Non-Employee</i>	<i>38,800</i>	<i>38,800</i>	<i>38,800</i>
	TOTAL - CITY COUNCIL	89,300	89,300	89,300

ADMINISTRATION OFFICES

Account No.	Description	Original Budget FY 2024	Projected FY 2024	Requested Budget FY 2025
EMPLOYEE-RELATED EXPENSES				
01-1091-5001	Salaries - Regular Time	701,200	637,800	728,900
01-1091-5004	Salaries - Overtime	900		
01-1091-5007	Salaries - Seasonal	135,000	36,300	162,000
01-1091-5013	Salaries - Sick Leave	40,200	9,900	42,000
01-1091-5016	Salaries - Annual Leave	32,000	66,400	32,100
01-1091-5019	Salaries - Personal Leave	10,700	4,400	11,500
01-1091-5022	FICA Expense	70,200	53,500	74,500
01-1091-5028	Hospitalization	142,900	140,600	190,500
01-1091-5030	Retirees' Medical Benefits	219,800	162,000	277,700
01-1091-5031	Workers Compensation Insurance	3,500	3,600	5,600
01-1091-5040	Retirement	67,100	38,300	73,700
01-1091-5045	Actuarial & Pension Servcies	9,400	8,000	10,400
	Subtotal - Employee	1,432,900	1,160,800	1,608,900
NON-EMPLOYEE-RELATED EXPENSES				
01-1091-6025	Medical Testing & Supplies	11,000	9,400	9,000
01-1091-6062	Dues and Subscriptions	2,000	2,200	4,000
01-1091-6067	Postage	28,000	31,200	28,000
01-1091-6192	City Buildings Water & Sewer	32,200	31,600	39,000
01-1091-6207	City-Wide Enhancement Projects	45,000	52,400	25,000
01-1091-6274	Employee Wellness Program	20,000	4,800	10,000
01-1091-6276	Professional Services	380,000	392,800	701,600
01-1091-6277	Travel Expense	10,000	4,700	9,000
01-1091-6278	Employee Development	60,600	48,900	50,000
01-1091-6280	Utilities	214,000	139,000	139,000
01-1091-6282	Office Supplies	17,500	11,800	17,500
01-1091-6283	Public Relations	75,000	68,400	75,000
01-1091-6284	Vehicle Maintenance	7,500	4,300	1,500
01-1091-6286	Vehicle Fuel	2,400	2,300	2,300
01-1091-6301	Historic District Commission	12,000	12,000	12,000
01-1091-6302	Arts Commission	7,500	7,500	7,500
01-1091-6303	Youth Commission	7,500	7,500	7,500
	Subtotal - Non-Employee	932,200	830,800	1,137,900
	TOTAL - ADMINISTRATION	2,365,100	1,991,600	2,746,800

INFORMATION TECHNOLOGY

Account No.	Description	Original Budget FY 2024	Current Budget FY 2024	Requested Budget FY 2025
EMPLOYEE-RELATED EXPENSES				
01-1094-5001	Salaries - Regular Time	83,800	83,800	85,400
01-1094-5013	Salaries - Sick Leave	4,300	4,300	4,400
01-1094-5016	Salaries - Annual Leave	4,300	4,300	4,400
01-1094-5019	Salaries - Personal Leave	1,400	1,400	1,500
01-1094-5022	FICA Expense	7,100	7,100	7,300
01-1094-5028	Hospitalization	33,500	33,500	40,900
01-1094-5031	Workers Compensation Insurance	200	200	200
01-1094-5040	Retirement	11,200	11,200	11,500
01-1094-5045	Actuarial & Pension Services	1,600	1,600	1,600
	<i>Subtotal - Employee</i>	<i>147,400</i>	<i>147,400</i>	<i>157,200</i>
NON-EMPLOYEE-RELATED EXPENSES				
01-1094-6075	Office Machine Rental	35,000	35,000	35,000
01-1094-6137	Other Supplies & Materials	2,500	2,500	2,500
01-1094-6155	Equipment Maintenance	165,000	165,000	204,000
01-1094-6281	Communications	72,000	72,000	72,000
01-1094-6285	Office Equipment	46,300	46,300	46,300
	<i>Subtotal - Non-Employee</i>	<i>320,800</i>	<i>320,800</i>	<i>359,800</i>
	TOTAL - IT	468,200	468,200	517,000

SPECIAL EVENTS

Account No.	Description	Original Budget FY 2024	Current Budget FY 2024	Requested Budget FY 2025
EMPLOYEE-RELATED EXPENSES				
01-1095-5001	Salaries - Regular Time	271,800	271,800	290,100
01-1095-5013	Salaries - Sick Leave	13,000	13,000	13,800
01-1095-5016	Salaries - Annual Leave	6,800	6,800	7,300
01-1095-5019	Salaries - Personal Leave	4,500	4,500	4,900
01-1095-5022	FICA Expense	22,600	22,600	24,100
01-1095-5028	Hospitalization	81,400	81,400	114,800
01-1095-5031	Workers Compensation Insurance	700	700	700
	Subtotal - Employee	400,800	400,800	455,700
NON-EMPLOYEE-RELATED EXPENSES				
01-1095-6062	Facility Subscriptions			4,000
01-1095-6063	Facility Concessions			15,000
01-1095-6064	Facility Cleaning			106,000
01-1095-6080	Event Ticketing Fees			114,000
01-1095-6137	Event Supplies, Hospitality, Miscellaneous			95,100
01-1095-6145	Event Rental Fees			112,600
01-1095-6153	Facility Maintenance, Repairs & Upgrade	284,000	284,000	90,500
01-1095-6155	Facility Equipment & Supplies			75,000
01-1095-6207	Special Events	816,200	816,200	
01-1095-6276	Event Directors, Designers, Contractors			139,800
01-1095-6287	Event Artists, Musicians, Entertainment			493,600
01-1095-6288	Event Marketing and Promotion			110,700
	Subtotal - Non-Employee	1,100,200	1,100,200	1,356,300
	TOTAL - SPECIAL EVENTS	1,501,000	1,501,000	1,812,000

REGISTRATION AND ELECTIONS, LEGAL SERVICES, AND INSURANCE

Account No.	Description	Original Budget FY 2024	Current Budget FY 2024	Requested Budget FY 2025
REGISTRATION AND ELECTIONS				
01-1041-5007	Salaries - Seasonal	2,300	2,300	2,400
01-1041-5022	FICA Expense	200	200	300
01-1041-6282	Office Supplies	2,600	2,600	2,000
01-1041-6283	Public Relations	1,000	1,000	1,200
	TOTAL - REGISTRTRN/ELECTIONS	6,100	6,100	5,900
LEGAL SERVICES				
01-1061-6061	Legal Services - Council	250,000	250,000	200,000
	TOTAL - LEGAL SERVICES	250,000	250,000	200,000
INSURANCE				
01-2400-6200	Casualty Insurance	157,500	157,500	170,100
01-2400-6290	Unemployment Insurance	15,000	15,000	5,000
	TOTAL - INSURANCE	172,500	172,500	175,100

ECONOMIC DEVELOPMENT

Account No.	Description	Original Budget FY 2024	Current Budget FY 2024	Requested Budget FY 2025
EMPLOYEE-RELATED EXPENSES				
01-1071-5001	Salaries - Regular Time	114,400	114,400	114,400
01-1071-5004	Salaries - Overtime			
01-1071-5013	Salaries - Sick Leave	6,200	6,200	6,200
01-1071-5016	Salaries - Annual Leave	12,500	12,500	12,500
01-1071-5019	Salaries - Personal Leave	2,100	2,100	2,100
01-1071-5022	FICA Expense	10,300	10,300	10,300
01-1071-5028	Hospitalization	2,900	2,900	2,900
01-1071-5031	Workers Compensation Insurance	300	300	300
01-1071-5040	Retirement	16,200	16,200	16,200
01-1071-5045	Actuarial & Pension Services	2,300	2,300	2,300
	Subtotal - Employee	167,200	167,200	167,200
NON-EMPLOYEE-RELATED EXPENSES				
01-1071-6062	Dues and Subscriptions	2,000	2,000	2,000
01-1071-6070	Printing and Publishing	2,000	2,000	2,000
01-1071-6206	Economic Development Activities	12,000	12,000	12,000
01-1071-6276	Professional Services	110,000	110,000	
01-1071-6277	Travel Expense	1,100	1,100	2,000
01-1071-6278	Employee Development	200	200	500
01-1071-6282	Office Supplies	300	300	500
01-1071-6283	Public Relations	1,000	1,000	1,000
01-1071-6288	Advertising	5,000	5,000	10,000
	Subtotal - Non-Employee	133,600	133,600	30,000
	TOTAL - ECON. DEV.	300,800	300,800	197,200

TOURISM

Account No.	Description	Original Budget FY 2024	Current Budget FY 2024	Requested Budget FY 2025
EMPLOYEE-RELATED EXPENSES				
01-1072-5001	Salaries - Regular Time	109,200	109,200	100,300
01-1072-5004	Salaries - Overtime	100	100	
01-1072-5013	Salaries - Sick Leave	5,500	5,500	5,100
01-1072-5016	Salaries - Annual Leave	3,400	3,400	3,500
01-1072-5019	Salaries - Personal Leave	1,100	1,100	1,200
01-1072-5022	FICA Expense	9,100	9,100	8,400
01-1072-5028	Hospitalization	33,200	33,200	40,500
01-1072-5031	Workers Compensation Insurance	300	300	300
01-1072-5040	Retirement	8,800	8,800	9,000
01-1072-5045	Actuarial & Pension Servcies	1,200	1,200	1,300
	<i>Subtotal - Employee</i>	<i>171,900</i>	<i>171,900</i>	<i>169,600</i>
NON-EMPLOYEE-RELATED EXPENSES				
01-1072-6062	Dues and Subscriptions	2,000	2,000	2,000
01-1072-6067	Postage	300	300	300
01-1072-6070	Printing and Publishing	4,000	4,000	4,000
01-1072-6130	Items for Resale	5,000	5,000	15,000
01-1072-6277	Travel Expense	3,000	3,000	5,500
01-1072-6280	Utilities	3,300	3,300	2,700
01-1072-6282	Office Supplies	2,000	2,000	2,000
01-1072-6283	Public Relations	6,000	6,000	46,300
01-1072-6288	Advertising	20,000	20,000	20,000
	<i>Subtotal - Non-Employee</i>	<i>45,600</i>	<i>45,600</i>	<i>97,800</i>
	TOTAL - TOURISM	217,500	217,500	267,400

FINANCE

Account No.	Description	Original Budget FY 2024	Current Budget FY 2024	Requested Budget FY 2025
EMPLOYEE-RELATED EXPENSES				
01-1051-5001	Salaries - Regular Time	463,700	463,700	446,800
01-1051-5004	Salaries - Overtime	900	900	1,200
01-1051-5013	Salaries - Sick Leave	24,200	24,200	23,000
01-1051-5016	Salaries - Annual Leave	28,700	28,700	22,700
01-1051-5019	Salaries - Personal Leave	8,100	8,100	7,700
01-1051-5022	FICA Expense	40,100	40,100	38,300
01-1051-5028	Hospitalization	129,200	129,200	134,300
01-1051-5031	Workers Compensation Insurance	1,200	1,200	1,200
01-1051-5040	Retirement	56,500	56,500	56,800
01-1051-5045	Actuarial & Pension Services	7,900	7,900	8,000
	<i>Subtotal - Employee</i>	<i>760,500</i>	<i>760,500</i>	<i>740,000</i>
NON-EMPLOYEE-RELATED EXPENSES				
01-1051-6080	Bank Service Charges	35,000	35,000	26,000
01-1051-6276	Professional Services	51,100	51,100	
01-1051-6277	Travel Expense	300	300	500
01-1051-6282	Office Supplies	9,000	9,000	9,000
	<i>Subtotal - Non-Employee</i>	<i>95,400</i>	<i>95,400</i>	<i>35,500</i>
	TOTAL - FINANCE	855,900	855,900	775,500

PLANNING AND CODE ENFORCEMENT

Account No.	Description	Original Budget FY 2024	Current Budget FY 2024	Requested Budget FY 2025
EMPLOYEE-RELATED EXPENSES				
01-1089-5001	Salaries - Regular Time	480,700	480,700	524,200
01-1089-5004	Salaries - Overtime	1,800	1,800	200
01-1089-5013	Salaries - Sick Leave	24,500	24,500	26,700
01-1089-5016	Salaries - Annual Leave	20,000	20,000	20,400
01-1089-5019	Salaries - Personal Leave	7,400	7,400	7,600
01-1089-5022	FICA Expense	40,800	40,800	44,200
01-1089-5028	Hospitalization	98,400	98,400	121,500
01-1089-5031	Workers Compensation Insurance	15,400	15,400	16,000
01-1089-5040	Retirement	58,200	58,200	59,600
01-1089-5045	Actuarial & Pension Services	8,200	8,200	8,400
	<i>Subtotal - Employee</i>	755,400	755,400	828,800
NON-EMPLOYEE-RELATED EXPENSES				
01-1089-6161	Uniform Expense	500	500	600
01-1089-6183	Planning Commission	2,400	2,400	2,000
01-1089-6198	Board of Appeals	5,000	5,000	5,000
01-1089-6206	Community Outreach	10,000	10,000	7,500
01-1089-6274	Property Maintenance	50,000	50,000	60,000
01-1089-6275	County Inspections	25,500	25,500	25,000
01-1089-6276	Professional Services	50,000	301,200	
01-1089-6277	Travel Expense	1,500	1,500	2,500
01-1089-6282	Office Supplies	200	200	400
01-1089-6286	Vehicle Fuel	2,400	2,400	1,900
	<i>Subtotal - Non-Employee</i>	147,500	398,700	104,900
	TOTAL - PLANNING/CODE ENFOR	902,900	1,154,100	933,700

POLICE ADMINISTRATION

Account No.	Description	Original Budget FY 2024	Current Budget FY 2024	Requested Budget FY 2025
EMPLOYEE-RELATED EXPENSES				
01-1111-5001	Salaries - Regular Time	559,800	559,800	568,400
01-1111-5004	Salaries - Overtime	18,100	18,100	18,400
01-1111-5013	Salaries - Sick Leave	28,500	28,500	29,000
01-1111-5016	Salaries - Annual Leave	21,500	21,500	22,500
01-1111-5019	Salaries - Personal Leave	9,100	9,100	9,700
01-1111-5022	FICA Expense	48,600	48,600	49,400
01-1111-5028	Hospitalization	219,500	219,500	310,900
01-1111-5031	Workers Compensation Insurance	1,500	1,500	1,500
01-1111-5040	Retirement	71,200	71,200	75,400
01-1111-5045	Actuarial & Pension Services	10,000	10,000	10,600
	<i>Subtotal - Employee</i>	<i>987,800</i>	<i>987,800</i>	<i>1,095,800</i>
NON-EMPLOYEE-RELATED EXPENSES				
01-1111-6067	Postage	500	500	500
01-1111-6153	Range Facility Maintenance	15,000	15,000	15,000
01-1111-6275	Mandated Tests & Related Sup	10,000	10,000	8,000
01-1111-6276	Professional Services			11,500
01-1111-6277	Travel Expense	4,000	4,000	7,000
01-1111-6280	Utilities	44,800	44,800	42,900
01-1111-6281	Communications	30,000	30,000	30,000
01-1111-6282	Office Supplies	4,000	4,000	4,000
01-1111-6283	Public Relations	10,000	10,000	15,000
01-1111-6285	Office Equipment	20,000	20,000	20,000
	<i>Subtotal - Non-Employee</i>	<i>138,300</i>	<i>138,300</i>	<i>153,900</i>
	TOTAL - POLICE ADMINISTRATI	1,126,100	1,126,100	1,249,700

POLICE PATROL AND INVESTIGATION

Account No.	Description	Original Budget FY 2024	Current Budget FY 2024	Requested Budget FY 2025
EMPLOYEE-RELATED EXPENSES				
01-1112-5001	Salaries - Regular Time	2,242,900	2,242,900	2,332,200
01-1112-5004	Salaries - Overtime	186,200	186,200	207,000
01-1112-5013	Salaries - Sick Leave	111,400	111,400	115,300
01-1112-5016	Salaries - Annual Leave	118,300	118,300	109,100
01-1112-5019	Salaries - Personal Leave	37,100	37,100	38,400
01-1112-5022	FICA Expense	198,900	198,900	207,000
01-1112-5028	Hospitalization	604,200	604,200	829,800
01-1112-5031	Workers Compensation Insurance	158,700	158,700	164,400
01-1112-5040	Retirement	489,600	489,600	507,600
01-1112-5045	Actuarial & Pension Services	74,800	74,800	71,300
	Subtotal - Employee	4,222,100	4,222,100	4,582,100
NON-EMPLOYEE-RELATED EXPENSES				
01-1112-6137	Supplies and Materials	162,000	162,000	162,000
01-1112-6151	K9 Expense	8,000	8,000	8,000
01-1112-6153	Building Maintenance	30,000	30,000	30,000
01-1112-6155	Equip Maintenance	3,000	3,000	4,000
01-1112-6161	Uniform Expense	60,000	60,000	60,000
01-1112-6163	Employee Training	30,000	30,000	30,000
01-1112-6284	Vehicle Maintenance	10,000	10,000	10,000
01-1112-6286	Vehicle Fuel	100,000	100,000	89,400
	Subtotal - Non-Employee	403,000	403,000	393,400
	TOTAL - POLICE PATROL & INVE	4,625,100	4,625,100	4,975,500

PUBLIC WORKS

Account No.	Description	Original Budget FY 2024	Current Budget FY 2024	Requested Budget FY 2025
DPW ADMINISTRATION				
EMPLOYEE-RELATED EXPENSES				
01-1211-5001	Salaries - Regular Time	994,600	994,600	913,500
01-1211-5004	Salaries - Overtime	21,500	21,500	20,000
01-1211-5013	Salaries - Sick Leave	50,900	50,900	46,700
01-1211-5016	Salaries - Annual Leave	44,100	44,100	39,000
01-1211-5019	Salaries - Personal Leave	16,600	16,600	15,200
01-1211-5022	FICA Expense	86,000	86,000	78,900
01-1211-5028	Hospitalization	273,800	273,800	319,900
01-1211-5031	Workers Compensation Insurance	47,400	47,400	38,200
01-1211-5040	Retirement	124,400	124,400	113,300
01-1211-5045	Actuarial & Pension Services	17,400	17,400	15,900
	Subtotal - Employee	1,676,700	1,676,700	1,600,600
NON-EMPLOYEE-RELATED EXPENSES				
01-1211-6161	Uniform Expense	5,500	5,500	5,500
01-1211-6277	Travel Expense			300
01-1211-6283	Public Relations	4,000	4,000	4,000
	Subtotal - Non-Employee	9,500	9,500	9,800
	TOTAL - DPW ADMINISTRATION	1,686,200	1,686,200	1,610,400
WASTE DISPOSAL				
01-1244-6125	Contractual Services	950,000	950,000	1,236,600
	TOTAL - WASTE DISPOSAL	950,000	950,000	1,236,600
SIDEWALKS AND CURBS				
01-1253-6137	Supplies and Materials	40,000	40,000	40,000
	TOTAL - SIDEWALKS AND CURBS	40,000	40,000	40,000
SNOW AND ICE REMOVAL				
01-1254-6137	Other Supplies and Materials	20,000	20,000	20,000
01-1254-6155	Equip Maintenance	3,100	3,100	5,100
	TOTAL - SNOW AND ICE REMOV	23,100	23,100	25,100
STORM DRAINAGE				
01-1256-6137	Other Supplies and Materials	1,000	1,000	7,000
	TOTAL - STORM DRAINAGE	1,000	1,000	7,000
STREET LIGHTS				
01-1258-6137	Other Supplies and Materials	500	500	500
01-1258-6276	Professional Services	8,000	8,000	10,000
01-1258-6280	Utilities	175,900	175,900	200,300
	TOTAL - STREET LIGHTS	184,400	184,400	210,800
TREE SERVICES				
01-1290-6137	Other Supplies and Materials	3,000	3,000	3,000
01-1290-6276	Professional Services	90,000	90,000	90,000
	TOTAL - TREE SERVICES	93,000	93,000	93,000

PUBLIC WORKS

Account No.	Description	Original Budget FY 2024	Current Budget FY 2024	Requested Budget FY 2025
BUILDING AND PROPERTY MAINTENANCE				
01-1292-6153	Building Maintenance	125,000	125,000	160,000
01-1292-6154	Living Shoreline Maintenance		142,000	91,500
01-1292-6274	Grounds Maintenance	155,000	155,000	165,000
	TOTAL - BLDG. AND PRPTY MAIN	280,000	422,000	416,500
RECREATION SUPPORT				
01-1293-6137	Supplies and Materials	50,000	50,000	50,000
01-1293-6275	Park Maintenance	70,000	70,000	70,000
01-1293-6280	Utilities	20,400	20,400	21,000
	TOTAL - RECREATION SUPPORT	140,400	140,400	141,000
	TOTAL - PUBLIC WORKS	3,398,100	3,540,100	3,780,400

HIGHWAYS & STREETS

Account No.	Description	Original Budget FY 2024	Current Budget FY 2024	Requested Budget FY 2025
EMPLOYEE-RELATED EXPENSES				
01-1251-5001	Salaries - Regular Time	363,800	363,800	617,700
01-1251-5004	Salaries - Overtime	25,000	25,000	6,500
01-1251-5013	Salaries - Sick Leave	18,800	18,800	31,900
01-1251-5016	Salaries - Annual Leave	19,800	19,800	33,600
01-1251-5019	Salaries - Personal Leave	6,300	6,300	10,600
01-1251-5022	FICA Expense	33,100	33,100	53,400
01-1251-5028	Hospitalization	116,300	116,300	283,200
01-1251-5031	Workers Compensation Insurance	18,900	18,900	34,200
01-1251-5040	Retirement	43,000	43,000	74,800
01-1251-5045	Actuarial & Pension Services	6,000	6,000	10,500
	<i>Subtotal - Employee</i>	<i>651,000</i>	<i>651,000</i>	<i>1,156,400</i>
NON-EMPLOYEE-RELATED EXPENSES				
01-1251-6137	Supplies and Materials	47,000	47,000	50,000
01-1251-6145	Rental Expense	1,000	1,000	5,000
01-1251-6155	Equip Maintenance	50,000	50,000	55,000
01-1251-6159	Minor Equipment and Tools	3,000	3,000	3,000
01-1251-6161	Uniform Expense	13,000	13,000	13,000
01-1251-6277	Travel Expense	200	200	300
01-1251-6280	Utilities	9,200	9,200	6,200
01-1251-6281	Communications	300	300	3,500
01-1251-6282	Office Supplies	200	200	500
01-1251-6284	Vehicle Maintenance	3,500	3,500	3,500
01-1251-6285	Office Equipment	500	500	500
01-1251-6286	Vehicle Fuel	50,700	50,700	44,600
	<i>Subtotal - Non-Employee</i>	<i>178,600</i>	<i>178,600</i>	<i>185,100</i>
	TOTAL - HIGHWAYS/STREETS	829,600	829,600	1,341,500

SHOP OPERATION

Account No.	Description	Original Budget FY 2024	Current Budget FY 2024	Requested Budget FY 2025
EMPLOYEE-RELATED EXPENSES				
01-1242-5001	Salaries - Regular Time	192,800	192,800	196,800
01-1242-5004	Salaries - Overtime	900	900	100
01-1242-5013	Salaries - Sick Leave	10,100	10,100	10,300
01-1242-5016	Salaries - Annual Leave	13,900	13,900	14,200
01-1242-5019	Salaries - Personal Leave	3,400	3,400	3,400
01-1242-5022	FICA Expense	16,900	16,900	17,200
01-1242-5028	Hospitalization	51,800	51,800	64,500
01-1242-5031	Workers Compensation Insurance	11,900	11,900	12,100
01-1242-5040	Retirement	26,400	26,400	26,900
01-1242-5045	Actuarial & Pension Services	3,700	3,700	3,800
	<i>Subtotal - Employee</i>	<i>331,800</i>	<i>331,800</i>	<i>349,300</i>
NON-EMPLOYEE-RELATED EXPENSES				
01-1242-6137	Supplies and Materials	10,000	10,000	15,000
01-1242-6155	Equipment Maintenance	1,000	1,000	1,000
01-1242-6159	Minor Equipment and Tools	5,000	5,000	5,000
01-1242-6161	Uniform Expense	4,500	4,500	4,500
01-1242-6276	Professional Services	5,000	5,000	5,000
01-1242-6280	Utilities	7,900	7,900	4,500
01-1242-6282	Office Supplies	200	200	200
01-1242-6284	Vehicle Maintenance	2,000	2,000	3,000
01-1242-6285	Office Equipment	100	100	100
01-1242-6286	Vehicle Fuel	62,600	62,600	55,400
	<i>Subtotal - Non-Employee</i>	<i>98,300</i>	<i>98,300</i>	<i>93,700</i>
	TOTAL - SHOP OPERATION	430,100	430,100	443,000

VOLUNTEER ORGANIZATIONS

Account No.	Description	Original Budget FY 2024	Current Budget FY 2024	Requested Budget FY 2025
SERVICE ORGANIZATIONS				
01-1815-6180	Army Alliance	2,500	2,500	2,500
01-1815-6181	Small Business Resource Cent	1,000	1,000	1,000
01-1815-6182	HdG Alliance	15,000	15,000	
	TOTAL - SERVICE ORGANIZATIO	18,500	18,500	3,500
CIVIC GROUPS				
01-2332-6084	Lower Susq Heritage Greenway	25,000	25,000	25,000
01-2332-6089	Harford Cy Boys & Girls Club	15,000	15,000	15,000
01-2332-6091	Little League	15,000	15,000	15,000
01-2332-6094	HdG Public Schools	6,000	6,000	6,000
01-2332-6193	Recreation Council	56,700	56,700	56,700
01-2332-6253	Community Projects of HdG	3,500	3,500	3,500
01-2332-6255	Historical Society-Harford Cnt	1,000	1,000	1,000
01-2332-6256	Kitchen Door	2,500	2,500	2,500
01-2332-6257	Grace Place	2,500	2,500	2,500
01-2332-6258	HdG Youth Sailing School	3,000	3,000	3,000
01-2332-6259	HdG Green Team	8,000	8,000	8,000
01-2332-6291	HdG Arts Collective	25,000	25,000	25,000
01-2332-6292	St. Johns Cupboard	2,500	2,500	2,500
	TOTAL - CIVIC GROUPS	165,700	165,700	165,700
MUSEUMS				
01-2334-6208	Lockhouse Expenses	20,000	20,000	20,000
01-2334-6218	Lighthouse Expense	18,000	18,000	25,000
01-2334-6219	Maritime Museum Expenses	15,000	15,000	15,000
01-2334-6226	Decoy Museum	15,000	15,000	15,000
01-2334-6228	Harmers Town Project	15,000	15,000	15,000
	TOTAL - MUSEUMS	83,000	83,000	90,000
EMERGENCY SERVICES				
01-1125-6290	HdG Ambulance Corps	110,500	110,500	115,700
01-1131-6290	Susquehanna Hose Co	368,400	368,400	385,700
01-1131-6501	Additional SHCo Contributions	230,000	230,000	289,300
	TOTAL - EMERGENCY SERVICES	708,900	708,900	790,700
	TOTAL - VOLUNTEER ORGS.	976,100	976,100	1,049,900

GENERAL FUND DEBT SERVICE

Account No.	Description	Original Budget FY 2024	Current Budget FY 2024	Requested Budget FY 2025
01-2410-6416	130 CDA 2006 Park Improvemen	26,000	26,000	27,000
01-2410-6417	130 CDA 2006 Park Improvemen	3,500	3,500	2,400
01-2410-6418	130 CDA 2006 Park Improvemen	300	300	300
01-2410-6428	141 701 Concord Principal	42,700	42,700	44,400
01-2410-6429	141 701 Concord Interest	37,300	37,300	35,600
01-2410-6437	142 2013 Refinancing Principal	156,100	156,100	111,100
01-2410-6438	142 2013 Refinancing Interest	5,300	5,300	2,200
01-2410-6439	143 2016 DHCD Opera House Principal	140,000	140,000	142,300
01-2410-6440	143 2016 DHCD Opera House Interest	28,600	28,600	26,000
01-2410-6441	144 627/649 Water Street Principal	55,000	55,000	55,000
01-2410-6444	148 Street Sweeper Lease Principal	49,900	49,900	\$51,500
01-2410-6445	148 Street Sweeper Lease Interest	4,700	4,700	3,200
	GENERAL FUND DEBT SERVICE	549,400	549,400	501,000

CAPITAL BUDGET WORKSHEET
General Fund

Account No.	Description	Original Budget FY 2024	Current Budget FY 2024	Requested Budget FY 2025
CAPITAL EQUIPMENT				
01-1091-6501	STAR Centre Light System/LED Wall [State - \$300,000]	300,000	300,000	174,900
01-1091-6501	STAR Centre Curtains [State - \$50,000]	50,000	50,000	15,300
01-1091-6501	STAR Centre Lobby Floor [State - \$50,000]	50,000	50,000	500
01-1091-6501	STAR Centre Theater Rigging [State - \$50,000]	50,000	50,000	29,700
01-1091-6501	STAR Centre Sound System [State - \$50,000]	50,000	50,000	39,200
01-1091-6501	ADA Trolleys (2) [ARPA - \$67,900]		67,900	
01-1091-6501	City Hall HVAC		82,000	
01-1091-6507	Parking Land Acquisition		330,900	
01-1091-6508	STAR Centre Rehabilitation	24,500	54,500	
01-1094-6501	Video Security		29,300	
01-1112-6501	Police Vehicles [Resale - \$62,200]	358,100	358,100	368,200
01-1112-6501	Boiler Replacement		75,100	
01-1112-6501	PD Bldg Windows		78,700	
01-1242-6501	DPW/Admin Vehicles [Resale - \$145,600]	194,300	279,300	354,400
01-1242-6501	2 Ton Dumptruck		160,500	
01-1251-6501	Forklift			37,000
	Subtotal - Equipment	1,076,900	2,016,300	1,019,200

CAPITAL PROJECTS				
01-1251-7013	Paving Program	600,000	580,100	263,000
01-1251-7073	MS4 Stormwater Remediation		118,300	57,100
01-1251-7082	Water Street Remediation		50,000	
01-1251-7083	Living Shoreline Projects		72,700	
01-1251-7084	Critical Area Remediation		14,400	
01-1251-7089	Green St Pier, Swan Hrbr Bridge, Shuttle		444,900	
01-1251-7097	Lafayette Street Sidewalks		45,600	
01-1251-7098	Downtown Infrastructure Rehab/Resilancy	5,157,500	5,666,700	4,831,600
01-1251-7100	Bridge Inspections		90,000	
01-1251-7102	Visitor's Center Rehabilitation		100,000	
01-1251-7107	McLhinney Park Rehabilitation		4,300	
	Subtotal - Projects	5,757,500	7,187,000	5,151,700

	TOTAL CAPITAL ITEMS	6,834,400	9,203,300	6,170,900
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Fund 9 - Water & Sewer Fund

FY 2025 vs FY 2024

WATER & SEWER FUND

	ORIG. BGT. FY 2024	CURR. BGT. FY 2024	REQUESTED FY 2025	Page
Operating Revenues				
Water Production	\$2,875,300	\$2,875,300	\$3,432,800	1
Water Distribution	1,369,900	1,464,900	1,579,500	1
Wastewater Treatment	4,063,900	4,063,900	4,135,300	1
Miscellaneous W&S	308,600	308,600	326,700	1
	<u>8,617,700</u>	<u>8,712,700</u>	<u>9,474,300</u>	
Operating Expenses				
Water Production	2,592,400	2,572,400	3,027,400	2
Water Distribution	2,088,300	2,203,300	2,433,400	3
Wastewater Treatment	2,580,900	2,580,900	2,978,900	4
	<u>7,261,600</u>	<u>7,356,600</u>	<u>8,439,700</u>	
Net Operating Income/(Loss)	1,356,100	1,356,100	1,034,600	
Capital Revenues				
Designated Infrastructure Fees	1,918,400	1,918,400	2,543,500	1
Grant/Debt Proceeds	4,896,200	6,183,300	1,288,700	1
	<u>6,814,600</u>	<u>8,101,700</u>	<u>3,832,200</u>	
Capital Expenses				
Debt Service	2,643,000	2,643,000	3,355,900	6
Capital Projects	5,451,700	11,015,900	2,659,100	5
	<u>8,094,700</u>	<u>13,658,900</u>	<u>6,015,000</u>	
Net Capital Income/(Loss)	(1,280,100)	(5,557,200)	(2,182,800)	
Fund Increase/(Decrease)	76,000	(4,201,100)	(1,148,200)	
Beginning Balance	(341,700)	1,023,800	1,148,200	1
Fund Transfers/Reserves	265,700	3,177,300	0	1
Fund Excess/ (Deficiency)	\$0	\$0	\$0	

**FUND 9 - WATER & SEWER
REVENUES**

Account No.	Description	Original Budget FY 2024	Current Budget FY 2024	Requested Budget FY 2025
WATER PRODUCTION FEES				
09-1209-44-28	Truckload Wtr Sales	1,600	1,600	1,600
09-1209-44-41	Water Revenue	2,872,500	2,872,500	3,430,000
09-1209-44-70	Misc Revenue - Water	1,200	1,200	1,200
	Subtotal - Water Fees	2,875,300	2,875,300	3,432,800
WATER DISTRIBUTION/WASTEWATER COLLECTION FEES				
09-1309-44-10	Water Meter Sales	13,600	13,600	43,700
09-1309-44-17	Service Participation Fee	13,800	13,800	17,500
09-1309-44-42	Infrastructure Replacement Fee	784,500	784,500	793,100
09-1309-44-43	Engineering Services Reimbur		95,000	160,000
09-1309-44-46	Base Fees	527,500	527,500	534,300
09-1309-44-56	Svc Chg Turn-On/Off	30,500	30,500	30,900
	Subtotal - Water Distribution	1,369,900	1,464,900	1,579,500
WATER PLANT INFRASTRUCTURE FEES				
09-1209-42-47	User Benefit Fees - Water	34,600	34,600	22,000
09-1209-42-48	Capital Cost Recovery Charge	530,000	530,000	1,180,000
	Subtotal - Water Capital	564,600	564,600	1,202,000
WASTEWATER TREATMENT FEES				
09-1409-44-41	Sewer Revenue	4,031,200	4,031,200	4,102,700
09-1409-44-49	Industrial Surcharge	32,700	32,700	32,600
	Subtotal - Wastewater Fees	4,063,900	4,063,900	4,135,300
WASTEWATER PLANT INFRASTRUCTURE FEES				
09-1409-42-47	User Benefit Fees - Sewer	33,800	33,800	21,500
09-1409-42-48	Cost Recovery Charge	1,320,000	1,320,000	1,320,000
	Subtotal - Wastewater Capital	1,353,800	1,353,800	1,341,500
MISCELLANEOUS FUND 9 REVENUES				
09-0001-46-08	Sale of Surplus Property	6,700	6,700	1,600
09-0001-46-22	Interest Income	700	700	11,700
09-0001-46-28	Misc Revenues - (Utility Bill Charges)	6,500	6,500	6,300
09-0001-46-39	Expense Reimbursement - Billed	171,000	171,000	160,000
09-0001-46-40	Expense Reimburment	3,400	3,400	1,600
09-0001-46-50	Misc AR Penalty	7,400	7,400	13,700
09-1209-46-43	Penalties - Water	16,200	16,200	14,800
09-1209-46-66	Penalties - User Benefits	1,000	1,000	900
09-1309-46-42	Connection Fees	26,000	26,000	40,700
09-1409-46-42	Connecting Fees	19,600	19,600	28,900
09-1409-46-43	Penalties - Sewer	17,700	17,700	15,600
09-1409-46-71	BOD Surcharge	32,400	32,400	30,900
	Subtotal - Miscellaneous	308,600	308,600	326,700
FUND TRANSFERS AND LOAN PROCEEDS				
09-0001-49-01	Appropriated Retained Earnings	(341,700)	1,023,800	1,148,200
09-0001-48-50	State Grant Proceeds	90,900	454,900	99,700
09-0001-49-27	DHCD Bond Proceeds	4,805,300	5,728,400	1,189,000
09-0001-49-00	Fund Transfers	265,700	3,177,300	
	Subtotal - Transfers/Reserves	4,820,200	10,384,400	2,436,900
	TOTAL - WATER & SEWER	15,356,300	21,015,500	14,454,700

WATER PRODUCTION

Account No.	Description	Original Budget FY 2024	Current Budget FY 2024	Requested Budget FY 2025
EMPLOYEE-RELATED EXPENSES				
09-1231-5001	Salaries - Regular Time	470,400	470,400	512,700
09-1231-5004	Salaries - Overtime	24,700	24,700	34,600
09-1231-5013	Salaries - Sick Leave	24,600	24,600	26,400
09-1231-5016	Salaries - Annual Leave	31,000	31,000	26,700
09-1231-5019	Salaries - Personal Leave	8,200	8,200	8,800
09-1231-5022	FICA Expense	42,600	42,600	46,500
09-1231-5028	Hospitalization	225,600	225,600	250,100
09-1231-5031	Workers Compensation Insurance	28,800	28,800	31,000
09-1231-5040	Retirement	57,400	57,400	62,100
09-1231-5045	Actuarial & Pension Services	8,000	8,000	8,700
	<i>Subtotal - Employee</i>	<i>921,300</i>	<i>921,300</i>	<i>1,007,600</i>
NON-EMPLOYEE-RELATED EXPENSES				
09-1231-6067	Postage	2,000	2,000	3,700
09-1231-6135	Contract Laboratory	35,000	35,000	45,000
09-1231-6136	Lab Supplies & Equipment	25,000	25,000	40,000
09-1231-6137	Other Supplies and Materials	5,000	5,000	7,500
09-1231-6139	Chemical Expense	145,000	145,000	185,000
09-1231-6141	Sludge Removal	70,000	50,000	70,000
09-1231-6145	Rental Expense	1,000	1,000	4,000
09-1231-6146	SHB Shared Chem & Utilities	25,000	25,000	25,000
09-1231-6147	SHB Shared Rep & Maint	2,500	2,500	10,000
09-1231-6153	Building Maintenance	40,000	40,000	75,000
09-1231-6155	Equip Maintenance	85,000	85,000	100,000
09-1231-6159	Minor Equipment and Tools	10,000	10,000	15,000
09-1231-6161	Uniform Expense	10,000	10,000	10,000
09-1231-6166	Distributed Expenses	827,700	827,700	1,023,600
09-1231-6193	City Buildings Water & Sewer	158,200	158,200	183,200
09-1231-6200	Casualty Insurance	36,000	36,000	40,900
09-1231-6212	Loop Meter	1,000	1,000	5,000
09-1231-6274	Grounds Maintenance	4,000	4,000	4,000
09-1231-6276	Professional Services	5,000	5,000	17,000
09-1231-6278	Employee Development	5,000	5,000	5,000
09-1231-6280	Utilities	168,600	168,600	139,000
09-1231-6281	Communications	8,000	8,000	10,000
09-1231-6282	Office Supplies	1,000	1,000	1,200
09-1231-6286	Vehicle Fuel	1,100	1,100	700
	<i>Subtotal - Non-Employee</i>	<i>1,671,100</i>	<i>1,651,100</i>	<i>2,019,800</i>
TOTAL - WATER PRODUCTION		2,592,400	2,572,400	3,027,400

WATER DISTRIBUTION

Account No.	Description	Original Budget FY 2024	Current Budget FY 2024	Requested Budget FY 2025
EMPLOYEE-RELATED EXPENSES				
09-1232-5001	Salaries - Regular Time	671,700	671,700	499,300
09-1232-5004	Salaries - Overtime	58,300	58,300	34,400
09-1232-5013	Salaries - Sick Leave	34,400	34,400	25,500
09-1232-5016	Salaries - Annual Leave	31,900	31,900	21,300
09-1232-5019	Salaries - Personal Leave	11,500	11,500	8,500
09-1232-5022	FICA Expense	61,600	61,600	44,900
09-1232-5028	Hospitalization	293,800	293,800	331,600
09-1232-5031	Workers Compensation Insurance	40,300	40,300	29,900
09-1232-5040	Retirement	79,600	79,600	60,800
09-1232-5045	Actuarial & Pension Services	11,200	11,200	8,500
	<i>Subtotal - Employee</i>	1,294,300	1,294,300	1,064,700
NON-EMPLOYEE-RELATED EXPENSES				
09-1232-6080	Bank Service Charges	49,700	49,700	57,600
09-1232-6137	Other Supplies and Materials	200,000	200,000	400,000
09-1232-6140	Meters	210,000	210,000	500,000
09-1232-6145	Rental Expense	2,500	2,500	5,000
09-1232-6155	Equip Maintenance	40,000	60,000	100,000
09-1232-6159	Minor Equipment and Tools	5,000	5,000	10,000
09-1232-6161	Uniform Expense	11,000	11,000	12,000
09-1232-6200	Casualty Insurance	2,400	2,400	4,400
09-1232-6276	Professional Services	65,000	65,000	65,000
09-1232-6277	Travel Expense	200	200	
09-1232-6278	Employee Development	2,500	2,500	6,000
09-1232-6279	Engineering Services	160,000	255,000	160,000
09-1232-6281	Communications	1,800	1,800	2,500
09-1232-6282	Office Supplies	300	300	500
09-1232-6284	Vehicle Maintenance	4,000	4,000	6,000
09-1232-6285	Office Equipment	2,500	2,500	4,500
09-1232-6286	Vehicle Fuel	37,100	37,100	35,200
	<i>Subtotal - Non-Employee</i>	794,000	909,000	1,368,700
	TOTAL - WATER DISTRIBUTION	2,088,300	2,203,300	2,433,400

WASTEWATER TREATMENT

Account No.	Description	Original Budget FY 2024	Current Budget FY 2024	Requested Budget FY 2025
EMPLOYEE-RELATED EXPENSES				
09-1245-5001	Salaries - Regular Time	415,300	415,300	443,800
09-1245-5004	Salaries - Overtime	16,900	16,900	27,400
09-1245-5013	Salaries - Sick Leave	21,400	21,400	22,800
09-1245-5016	Salaries - Annual Leave	20,700	20,700	21,700
09-1245-5019	Salaries - Personal Leave	7,100	7,100	7,600
09-1245-5022	FICA Expense	36,700	36,700	39,900
09-1245-5028	Hospitalization	162,900	162,900	215,400
09-1245-5031	Workers Compensation Insurance	25,000	25,000	26,700
09-1245-5040	Retirement	55,700	55,700	59,400
09-1245-5045	Actuarial & Pension Services	7,800	7,800	8,300
	Subtotal - Employee	769,500	769,500	873,000
NON-EMPLOYEE-RELATED EXPENSES				
09-1245-6135	Contract Laboratory	40,000	40,000	55,000
09-1245-6136	Lab Supplies & Equipment	10,000	10,000	15,000
09-1245-6137	Supplies and Materials	4,000	4,000	4,000
09-1245-6139	Chemical Expense	144,000	144,000	170,000
09-1245-6140	Pretreatment Work	1,000	1,000	1,800
09-1245-6141	Sludge Removal	70,000	70,000	95,000
09-1245-6153	Building Maintenance	70,000	70,000	95,000
09-1245-6155	Equip Maintenance	70,000	70,000	75,000
09-1245-6159	Minor Equipment and Tools	5,000	5,000	6,500
09-1245-6161	Uniform Expense	8,000	8,000	10,000
09-1245-6166	Distributed Expenses	827,700	827,700	1,023,600
09-1245-6193	City Buildings Water & Sewer	129,900	129,900	42,500
09-1245-6200	Casualty Insurance	105,900	105,900	120,300
09-1245-6274	Grounds Maintenance	12,000	12,000	20,000
09-1245-6276	Professional Services	20,000	20,000	70,000
09-1245-6277	Travel Expense	200	200	300
09-1245-6278	Employee Development	2,000	2,000	4,600
09-1245-6280	Utilities	276,000	276,000	275,700
09-1245-6281	Communications	6,000	6,000	8,500
09-1245-6282	Office Supplies	2,800	2,800	3,800
09-1245-6284	Vehicle Maintenance	500	500	600
09-1245-6286	Vehicle Fuel	6,400	6,400	8,700
	Subtotal - Non-Employee	1,811,400	1,811,400	2,105,900
	TOTAL - WASTEWATER TREATM	2,580,900	2,580,900	2,978,900

CAPITAL BUDGET WORKSHEET
Water & Sewer Fund

Account No.	Description	Original Budget FY 2024	Current Budget FY 2024	Requested Budget FY 2025
09-1231-6501	Clearwell Inspection			60,000
09-1231-6501	Flocculation Improvements			25,000
09-1231-6501	Backwash Separator			42,000
09-1231-9024	WTP Upgrades	245,800	16,100	
09-1231-9029	WTP Intake Repairs			30,000
09-1231-9032	Solids Handling Facility	40,500	691,900	
09-1232-6501	Sewer Truck [ARPA - \$465,100]		465,100	
09-1232-9042	Lafayette St Force Main Valves		187,200	140,200
09-1232-9047	Fire Hydrant Replacment Program			60,000
09-1232-9048	Water Line Upgrades	371,100	1,994,200	
09-1232-9051	Route 40 Water Transmission Line		173,400	139,200
09-1232-9055	Tower/Tank Rehabilitation	501,300	101,300	994,900
09-1232-9056	Pennington Avenue Water Line		287,700	
09-1232-9057	Old Bay Lane Water Main Extension	6,900		
09-1232-9059	Rt 155 Water Transmission Line	3,891,800	5,648,900	
09-1232-9060	Ontario Street Sewer Line		88,500	
09-1232-9064	Gashey's Creek PS and Main		428,200	356,300
09-1232-9066	Weber Street Water Line Replacement		182,000	
09-1245-6501	Filter Pump #2		10,000	
09-1245-9037	WWTP SCADA Repairs			275,000
09-1245-9042	Lafayette St PS Line Upgrade		14,500	
09-1245-9043	National Guard Pump Station Rehab	144,300	178,200	
09-1245-9044	WWTP Grit Tank		70,000	150,000
09-1245-9045	Scum Line Extension	250,000	230,600	40,000
09-1245-9046	Pump Station Safety Upgrades			45,000
09-1245-9047	Erie Street PS Drywell Valve		248,100	
09-1245-9048	Northwest Street PS Grinder			25,000
09-1245-9050	Sludge Tank Valve Stem Replacement			20,000
09-1245-9051	Air Lift Replacement			50,000
09-1245-9052	VFD Rebuilds			25,000
09-1245-9053	500 kw Generator Replacement			181,500
	TOTAL - CAPITAL PROJECTS	5,451,700	11,015,900	2,659,100

WATER AND SEWER DEBT SERVICE

Account No.	Description	Original Budget FY 2024	Current Budget FY 2024	Requested Budget FY 2025
WATER FACILITY DEBT SERVICE				
09-2410-6439	143 2016 DHCD WTP Repairs Principal	160,000	160,000	162,700
09-2410-6440	143 2016 DHCD WTP Repairs Interest	32,700	32,700	29,800
	Subtotal - Water Debt	192,700	192,700	192,500
WASTEWATER FACILITY DEBT SERVICE				
09-2411-6434	138 MDE WWTP Upgrade Princip	1,496,100	1,496,100	1,527,500
09-2411-6435	138 MDE 2007 WWTP Upgrade In	203,100	203,100	171,600
09-2411-6436	138 MDE 2007 WWTP Upgrade Fe	77,100	77,100	77,100
09-2411-6437	142 2013 Refinancing Principal	60,900	60,900	64,900
09-2411-6438	142 2013 Refinancing Interest	4,900	4,900	3,700
09-2411-6441	146 2020 DHCD Infrastructure Principal	429,500	429,500	435,200
09-2411-6442	146 2020 DHCD Infrastructure Interest	178,700	178,700	293,700
09-2411-6443	149 2023 DHCD Infrastructure Principal			273,300
09-2411-6444	149 2023 DHCD Infrastructure Interest			316,400
	Subtotal - Wastewater Debt	2,450,300	2,450,300	3,163,400
	TOTAL - DEBT SERVICE	2,643,000	2,643,000	3,355,900

Fund 8 - Marina Fund

FY 2025 vs FY 2024

MARINE FACILITIES FUND

	ORIG. BGT. FY 2024	CURR. BGT. FY 2024	REQUESTED FY 2025	Page
Operating Revenues				
Facility Fees	\$728,200	\$728,200	\$887,800	1
Miscellaneous Income	16,000	16,000	32,800	1
	<u>744,200</u>	<u>744,200</u>	<u>920,600</u>	
Operating Expenses				
Marine Expenses	690,300	690,300	722,500	2
	<u>690,300</u>	<u>690,300</u>	<u>722,500</u>	
Net Operating Income/(Loss)	53,900	53,900	198,100	
Capital Revenues				
Infrastructure Grants/Loans	0	0	0	1
Capital Expenses				
Capital Projects	257,600	257,600	0	3
Net Capital Income/(Loss)	(257,600)	(257,600)	0	
Fund Increase/(Decrease)	(203,700)	(203,700)	198,100	
Beginning Balance	411,400	411,400	525,300	1
Fund Transfers/Reserves	(207,700)	(207,700)	(723,400)	1
Fund Excess/ (Deficiency)	\$0	\$0	\$0	

FUND 8 - MARINE FACILITIES - REVENUES

Account No.	Description	Original Budget FY 2024	Current Budget FY 2024	Requested Budget FY 2025
FACILITY FEES				
08-1809-44-52	Annual Slip Reservation Fee	400	400	100
08-1809-44-63	Leasing - Slip Contract	414,200	414,200	526,400
08-1809-44-64	Penalties - Slip Rent	16,700	16,700	16,800
08-1809-44-65	J. Roberts Ramp	400	400	4,600
08-1809-44-66	City Yacht Ramp Fees	32,500	32,500	33,600
08-1809-44-70	Gas Pump Sales	192,700	192,700	56,800
08-1809-44-71	Credit Card Gasoline Sales	34,600	34,600	167,900
08-1809-44-72	Electric Fees	17,400	17,400	22,400
08-1809-44-73	Diesel Fuel Sales	16,000	16,000	40,000
08-1809-44-74	Credit Card Diesel Sales	2,400	2,400	18,400
08-1809-44-75	Pumpout Fees	900	900	800
	Subtotal - Facility Fees	728,200	728,200	887,800
MISCELLANEOUS REVENUES				
08-1809-46-22	Interest Income	800	800	14,100
08-1809-46-28	Misc Revenue	1,800	1,800	5,500
08-1809-46-69	Transient or Short Term	9,200	9,200	8,700
08-1809-46-76	Misc Resale Revenues	4,200	4,200	4,500
	Subtotal - Miscellaneous	16,000	16,000	32,800
FUND TRANSFERS AND LOAN PROCEEDS				
08-1809-49-02	Capital Reserve	(207,700)	(207,700)	(723,400)
08-1809-49-02	Appropriated Retained Earnings	411,400	411,400	525,300
	Subtotal - Transfers/Reserves	203,700	203,700	(198,100)
	TOTAL - Marine Facilities	947,900	947,900	722,500

FUND 8 - MARINE FACILITIES

Account No.	Description	Original Budget FY 2024	Current Budget FY 2024	Requested Budget FY 2025
EMPLOYEE-RELATED EXPENSES				
08-1839-5001	Salaries - Regular Time	92,300	92,300	94,800
08-1839-5007	Salaries - Seasonal	39,900	39,900	39,900
08-1839-5013	Salaries - Sick Leave	6,800	6,800	6,900
08-1839-5016	Salaries - Annual Leave	5,400	5,400	5,200
08-1839-5019	Salaries - Personal Leave	2,300	2,300	2,300
08-1839-5022	FICA Expense	11,200	11,200	11,400
08-1839-5028	Hospitalization	34,800	34,800	42,200
08-1839-5031	Workers Compensation Insurance	7,900	7,900	8,000
08-1839-5040	Retirement	12,800	12,800	13,000
08-1839-5045	Actuarial & Pension Services	1,800	1,800	1,800
	Subtotal - Employee	215,200	215,200	225,500
NON-EMPLOYEE-RELATED EXPENSES				
08-1839-6070	Printing and Publishing	200	200	200
08-1839-6081	Credit Card Expense	8,000	8,000	8,000
08-1839-6130	Misc Resale Items	4,000	4,000	4,500
08-1839-6131	Gasoline (Resale)	200,000	200,000	230,000
08-1839-6132	Diesel Fuel (Resale)	16,000	16,000	20,000
08-1839-6137	Other Supplies and Materials	32,000	32,000	40,000
08-1839-6153	Building Maintenance	6,000	6,000	6,000
08-1839-6155	Equip Maintenance	2,600	2,600	2,500
08-1839-6157	Island Maintenance	2,500	2,500	2,500
08-1839-6161	Uniform Expense	2,500	2,500	2,500
08-1839-6163	Employee Training	400	400	400
08-1839-6166	Distributed Expenses	75,300	75,300	66,600
08-1839-6200	Casualty Insurance	35,200	35,200	22,400
08-1839-6210	Dock Maintenance	5,000	5,000	5,000
08-1839-6276	Professional Services	32,000	32,000	32,000
08-1839-6280	Utilities	49,700	49,700	50,500
08-1839-6281	Communications	1,500	1,500	2,000
08-1839-6282	Office Supplies	800	800	500
08-1839-6284	Vehicle Maintenance	1,000	1,000	1,000
08-1839-6286	Vehicle Fuel	400	400	400
	Subtotal - Non-Employee	475,100	475,100	497,000
	TOTAL - MARINA EXPENSE	690,300	690,300	722,500

FUND 8 - MARINE FACILITIES CAPITAL PROJECTS

Account No.	Description	Original Budget FY 2024	Current Budget FY 2024	Requested Budget FY 2025
CDA LOANS				
08-1839-6501	Tydings/Water St Kayak Ramp	40,000	40,000	
08-1839-6501	DMP Site Engineering	25,000	25,000	
08-1839-6501	Fuel Tanks/Dispensars	172,600	172,600	
08-1839-6501	Fuel Dock Decking, Sun Shade	10,000	10,000	
08-1839-6501	Marina Offie Flooring/Furniture	10,000	10,000	
	TOTAL - MARINA CAPITAL	257,600	257,600	

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U
Grade 1	12.50	12.75	13.00	13.25	13.50	13.75	14.05	14.35	14.65	14.95	15.25	15.55	15.85	16.15	16.45	16.80	17.15	17.50	17.85	18.20	18.55
	1,000.00	1,020.00	1,040.00	1,060.00	1,080.00	1,100.00	1,124.00	1,148.00	1,172.00	1,196.00	1,220.00	1,244.00	1,268.00	1,292.00	1,316.00	1,344.00	1,372.00	1,400.00	1,428.00	1,456.00	1,484.00
	26,000.00	26,520.00	27,040.00	27,560.00	28,080.00	28,600.00	29,224.00	29,848.00	30,472.00	31,096.00	31,720.00	32,344.00	32,968.00	33,592.00	34,216.00	34,944.00	35,672.00	36,400.00	37,128.00	37,856.00	38,584.00
Grade 2	15.85	16.15	16.45	16.80	17.15	17.50	17.85	18.20	18.55	18.90	19.30	19.70	20.10	20.50	20.90	21.30	21.75	22.20	22.65	23.10	23.55
	1,268.00	1,292.00	1,316.00	1,344.00	1,372.00	1,400.00	1,428.00	1,456.00	1,484.00	1,512.00	1,544.00	1,576.00	1,608.00	1,640.00	1,672.00	1,704.00	1,740.00	1,776.00	1,812.00	1,848.00	1,884.00
	32,968.00	33,592.00	34,216.00	34,944.00	35,672.00	36,400.00	37,128.00	37,856.00	38,584.00	39,312.00	40,144.00	40,976.00	41,808.00	42,640.00	43,472.00	44,304.00	45,240.00	46,176.00	47,112.00	48,048.00	48,984.00
Grade 3	16.85	17.20	17.55	17.90	18.25	18.60	18.95	19.35	19.75	20.15	20.55	20.95	21.35	21.80	22.25	22.70	23.15	23.60	24.05	24.55	25.05
	1,348.00	1,376.00	1,404.00	1,432.00	1,460.00	1,488.00	1,516.00	1,548.00	1,580.00	1,612.00	1,644.00	1,676.00	1,708.00	1,744.00	1,780.00	1,816.00	1,852.00	1,888.00	1,924.00	1,964.00	2,004.00
	35,048.00	35,776.00	36,504.00	37,232.00	37,960.00	38,688.00	39,416.00	40,248.00	41,080.00	41,912.00	42,744.00	43,576.00	44,408.00	45,344.00	46,280.00	47,216.00	48,152.00	49,088.00	50,024.00	51,064.00	52,104.00
Grade 4	17.90	18.25	18.60	18.95	19.35	19.75	20.15	20.55	20.95	21.35	21.80	22.25	22.70	23.15	23.60	24.05	24.55	25.05	25.55	26.05	26.55
	1,432.00	1,460.00	1,488.00	1,516.00	1,548.00	1,580.00	1,612.00	1,644.00	1,676.00	1,708.00	1,744.00	1,780.00	1,816.00	1,852.00	1,888.00	1,924.00	1,964.00	2,004.00	2,044.00	2,084.00	2,124.00
	37,232.00	37,960.00	38,688.00	39,416.00	40,248.00	41,080.00	41,912.00	42,744.00	43,576.00	44,408.00	45,344.00	46,280.00	47,216.00	48,152.00	49,088.00	50,024.00	51,064.00	52,104.00	53,144.00	54,184.00	55,224.00
Grade 5	19.00	19.40	19.80	20.20	20.60	21.00	21.40	21.85	22.30	22.75	23.20	23.65	24.10	24.60	25.10	25.60	26.10	26.60	27.15	27.70	28.25
	1,520.00	1,552.00	1,584.00	1,616.00	1,648.00	1,680.00	1,712.00	1,748.00	1,784.00	1,820.00	1,856.00	1,892.00	1,928.00	1,968.00	2,008.00	2,048.00	2,088.00	2,128.00	2,172.00	2,216.00	2,260.00
	39,520.00	40,352.00	41,184.00	42,016.00	42,848.00	43,680.00	44,512.00	45,448.00	46,384.00	47,320.00	48,256.00	49,192.00	50,128.00	51,168.00	52,208.00	53,248.00	54,288.00	55,328.00	56,472.00	57,616.00	58,760.00
Grade 6	20.20	20.60	21.00	21.40	21.85	22.30	22.75	23.20	23.65	24.10	24.60	25.10	25.60	26.10	26.60	27.15	27.70	28.25	28.80	29.40	30.00
	1,616.00	1,648.00	1,680.00	1,712.00	1,748.00	1,784.00	1,820.00	1,856.00	1,892.00	1,928.00	1,968.00	2,008.00	2,048.00	2,088.00	2,128.00	2,172.00	2,216.00	2,260.00	2,304.00	2,352.00	2,400.00
	42,016.00	42,848.00	43,680.00	44,512.00	45,448.00	46,384.00	47,320.00	48,256.00	49,192.00	50,128.00	51,168.00	52,208.00	53,248.00	54,288.00	55,328.00	56,472.00	57,616.00	58,760.00	59,904.00	61,152.00	62,400.00
Grade 7	21.45	21.90	22.35	22.80	23.25	23.70	24.15	24.65	25.15	25.65	26.15	26.65	27.20	27.75	28.30	28.85	29.45	30.05	30.65	31.25	31.90
	1,716.00	1,752.00	1,788.00	1,824.00	1,860.00	1,896.00	1,932.00	1,972.00	2,012.00	2,052.00	2,092.00	2,132.00	2,176.00	2,220.00	2,264.00	2,308.00	2,356.00	2,404.00	2,452.00	2,500.00	2,552.00
	44,616.00	45,552.00	46,488.00	47,424.00	48,360.00	49,296.00	50,232.00	51,272.00	52,312.00	53,352.00	54,392.00	55,432.00	56,576.00	57,720.00	58,864.00	60,008.00	61,256.00	62,504.00	63,752.00	65,000.00	66,352.00
Grade 8	22.80	23.25	23.70	24.15	24.65	25.15	25.65	26.15	26.65	27.20	27.75	28.30	28.85	29.45	30.05	30.65	31.25	31.90	32.55	33.20	33.85
	1,824.00	1,860.00	1,896.00	1,932.00	1,972.00	2,012.00	2,052.00	2,092.00	2,132.00	2,176.00	2,220.00	2,264.00	2,308.00	2,356.00	2,404.00	2,452.00	2,500.00	2,552.00	2,604.00	2,656.00	2,708.00
	47,424.00	48,360.00	49,296.00	50,232.00	51,272.00	52,312.00	53,352.00	54,392.00	55,432.00	56,576.00	57,720.00	58,864.00	60,008.00	61,256.00	62,504.00	63,752.00	65,000.00	66,352.00	67,704.00	69,056.00	70,408.00
Grade 9	24.25	24.75	25.25	25.75	26.25	26.80	27.35	27.90	28.45	29.00	29.60	30.20	30.80	31.40	32.05	32.70	33.35	34.00	34.70	35.40	36.10
	1,940.00	1,980.00	2,020.00	2,060.00	2,100.00	2,144.00	2,188.00	2,232.00	2,276.00	2,320.00	2,368.00	2,416.00	2,464.00	2,512.00	2,564.00	2,616.00	2,668.00	2,720.00	2,776.00	2,832.00	2,888.00
	50,440.00	51,480.00	52,520.00	53,560.00	54,600.00	55,744.00	56,888.00	58,032.00	59,176.00	60,320.00	61,568.00	62,816.00	64,064.00	65,312.00	66,664.00	68,016.00	69,368.00	70,720.00	72,176.00	73,632.00	75,088.00
Grade 10	25.75	26.25	26.80	27.35	27.90	28.45	29.00	29.60	30.20	30.80	31.40	32.05	32.70	33.35	34.00	34.70	35.40	36.10	36.80	37.55	38.30
	2,060.00	2,100.00	2,144.00	2,188.00	2,232.00	2,276.00	2,320.00	2,368.00	2,416.00	2,464.00	2,512.00	2,564.00	2,616.00	2,668.00	2,720.00	2,776.00	2,832.00	2,888.00	2,944.00	3,004.00	3,064.00
	53,580.00	54,800.00	55,744.00	56,888.00	58,032.00	59,176.00	60,320.00	61,568.00	62,816.00	64,064.00	65,312.00	66,664.00	68,016.00	69,368.00	70,720.00	72,176.00	73,632.00	75,088.00	76,544.00	78,104.00	79,664.00
Grade 11	27.35	27.90	28.45	29.00	29.60	30.20	30.80	31.40	32.05	32.70	33.35	34.00	34.70	35.40	36.10	36.80	37.55	38.30	39.05	39.85	40.65
	2,188.00	2,232.00	2,276.00	2,320.00	2,368.00	2,416.00	2,464.00	2,512.00	2,564.00	2,616.00	2,668.00	2,720.00	2,776.00	2,832.00	2,888.00	2,944.00	3,004.00	3,064.00	3,124.00	3,188.00	3,252.00
	56,888.00	58,032.00	59,176.00	60,320.00	61,568.00	62,816.00	64,064.00	65,312.00	66,664.00	68,016.00	69,368.00	70,720.00	72,176.00	73,632.00	75,088.00	76,544.00	78,104.00	79,664.00	81,224.00	82,888.00	84,552.00
Grade 12	29.05	29.65	30.25	30.85	31.45	32.10	32.75	33.40	34.05	34.75	35.45	36.15	36.85	37.60	38.35	39.10	39.90	40.70	41.50	42.35	43.20
	2,324.00	2,372.00	2,420.00	2,468.00	2,516.00	2,568.00	2,620.00	2,672.00	2,724.00	2,780.00	2,836.00	2,892.00	2,948.00	3,008.00	3,068.00	3,128.00	3,192.00	3,256.00	3,320.00	3,388.00	3,456.00
	60,424.00	61,672.00	62,920.00	64,168.00	65,416.00	66,768.00	68,120.00	69,472.00	70,824.00	72,280.00	73,736.00	75,192.00	76,648.00	78,208.00	79,768.00	81,328.00	82,992.00	84,656.00	86,320.00	88,088.00	89,856.00

Department Heads as Created by City Charter Compensation Range

\$100,000.00 - \$170,000.00

City of Havre de Grace Civilian Pay Scale
July 1, 2024

	V	W	X	Y	Z	AA	BB	CC	DD	EE	FF	GG	HH	II	JJ	KK	LL	MM	NN
Grade 1	18.90	19.30	19.70	20.10	20.50	20.90	21.30	21.75	22.20	22.65	23.10	23.55	24.00	24.50	25.00	25.50	26.00	26.50	27.05
	1,512.00	1,544.00	1,576.00	1,608.00	1,640.00	1,672.00	1,704.00	1,740.00	1,776.00	1,812.00	1,848.00	1,884.00	1,920.00	1,960.00	2,000.00	2,040.00	2,080.00	2,120.00	2,164.00
	39,312.00	40,144.00	40,976.00	41,808.00	42,640.00	43,472.00	44,304.00	45,240.00	46,176.00	47,112.00	48,048.00	48,984.00	49,920.00	50,960.00	52,000.00	53,040.00	54,080.00	55,120.00	56,264.00
Grade 2	24.00	24.50	25.00	25.50	26.00	26.50	27.05	27.60	28.15	28.70	29.25	29.85	30.45	31.05	31.65	32.30	32.95	33.60	34.25
	1,920.00	1,960.00	2,000.00	2,040.00	2,080.00	2,120.00	2,164.00	2,208.00	2,252.00	2,296.00	2,340.00	2,388.00	2,436.00	2,484.00	2,532.00	2,584.00	2,636.00	2,688.00	2,740.00
	49,920.00	50,960.00	52,000.00	53,040.00	54,080.00	55,120.00	56,264.00	57,408.00	58,552.00	59,696.00	60,840.00	62,088.00	63,336.00	64,584.00	65,832.00	67,184.00	68,536.00	69,888.00	71,240.00
Grade 3	25.55	26.05	26.55	27.10	27.65	28.20	28.75	29.35	29.95	30.55	31.15	31.75	32.40	33.05	33.70	34.35	35.05	35.75	36.45
	2,044.00	2,084.00	2,124.00	2,168.00	2,212.00	2,256.00	2,300.00	2,348.00	2,396.00	2,444.00	2,492.00	2,540.00	2,592.00	2,644.00	2,696.00	2,748.00	2,804.00	2,860.00	2,916.00
	53,144.00	54,184.00	55,224.00	56,368.00	57,512.00	58,656.00	59,800.00	61,048.00	62,296.00	63,544.00	64,792.00	66,040.00	67,392.00	68,744.00	70,096.00	71,448.00	72,904.00	74,360.00	75,816.00
Grade 4	27.10	27.65	28.20	28.75	29.35	29.95	30.55	31.15	31.75	32.40	33.05	33.70	34.35	35.05	35.75	36.45	37.20	37.95	38.70
	2,168.00	2,212.00	2,256.00	2,300.00	2,348.00	2,396.00	2,444.00	2,492.00	2,540.00	2,592.00	2,644.00	2,696.00	2,748.00	2,804.00	2,860.00	2,916.00	2,976.00	3,036.00	3,096.00
	56,368.00	57,512.00	58,656.00	59,800.00	61,048.00	62,296.00	63,544.00	64,792.00	66,040.00	67,392.00	68,744.00	70,096.00	71,448.00	72,904.00	74,360.00	75,816.00	77,376.00	78,936.00	80,496.00
Grade 5	28.80	29.40	30.00	30.60	31.20	31.80	32.45	33.10	33.75	34.45	35.15	35.85	36.55	37.30	38.05	38.80	39.60	40.40	41.20
	2,304.00	2,352.00	2,400.00	2,448.00	2,496.00	2,544.00	2,596.00	2,648.00	2,700.00	2,756.00	2,812.00	2,868.00	2,924.00	2,984.00	3,044.00	3,104.00	3,168.00	3,232.00	3,296.00
	59,904.00	61,152.00	62,400.00	63,648.00	64,896.00	66,144.00	67,496.00	68,848.00	70,200.00	71,656.00	73,112.00	74,568.00	76,024.00	77,584.00	79,144.00	80,704.00	82,368.00	84,032.00	85,696.00
Grade 6	30.60	31.20	31.80	32.45	33.10	33.75	34.45	35.15	35.85	36.55	37.30	38.05	38.80	39.60	40.40	41.20	42.00	42.85	43.70
	2,448.00	2,496.00	2,544.00	2,596.00	2,648.00	2,700.00	2,756.00	2,812.00	2,868.00	2,924.00	2,984.00	3,044.00	3,104.00	3,168.00	3,232.00	3,296.00	3,360.00	3,428.00	3,496.00
	63,648.00	64,896.00	66,144.00	67,496.00	68,848.00	70,200.00	71,656.00	73,112.00	74,568.00	76,024.00	77,584.00	79,144.00	80,704.00	82,368.00	84,032.00	85,696.00	87,360.00	89,128.00	90,896.00
Grade 7	32.55	33.20	33.85	34.55	35.25	35.95	36.65	37.40	38.15	38.90	39.70	40.50	41.30	42.15	43.00	43.85	44.75	45.65	46.55
	2,604.00	2,656.00	2,708.00	2,764.00	2,820.00	2,876.00	2,932.00	2,992.00	3,052.00	3,112.00	3,176.00	3,240.00	3,304.00	3,372.00	3,440.00	3,508.00	3,580.00	3,652.00	3,724.00
	67,704.00	69,056.00	70,408.00	71,864.00	73,320.00	74,776.00	76,232.00	77,792.00	79,352.00	80,912.00	82,576.00	84,240.00	85,904.00	87,672.00	89,440.00	91,208.00	93,080.00	94,952.00	96,824.00
Grade 8	34.55	35.25	35.95	36.65	37.40	38.15	38.90	39.70	40.50	41.30	42.15	43.00	43.85	44.75	45.65	46.55	47.50	48.45	49.40
	2,764.00	2,820.00	2,876.00	2,932.00	2,992.00	3,052.00	3,112.00	3,176.00	3,240.00	3,304.00	3,372.00	3,440.00	3,508.00	3,580.00	3,652.00	3,724.00	3,800.00	3,876.00	3,952.00
	71,864.00	73,320.00	74,776.00	76,232.00	77,792.00	79,352.00	80,912.00	82,576.00	84,240.00	85,904.00	87,672.00	89,440.00	91,208.00	93,080.00	94,952.00	96,824.00	98,800.00	100,776.00	102,752.00
Grade 9	36.80	37.55	38.30	39.05	39.85	40.65	41.45	42.30	43.15	44.00	44.90	45.80	46.70	47.65	48.60	49.55	50.55	51.55	52.60
	2,944.00	3,004.00	3,064.00	3,124.00	3,188.00	3,252.00	3,316.00	3,384.00	3,452.00	3,520.00	3,592.00	3,664.00	3,736.00	3,812.00	3,888.00	3,964.00	4,044.00	4,124.00	4,208.00
	76,544.00	78,104.00	79,664.00	81,224.00	82,888.00	84,552.00	86,216.00	87,984.00	89,752.00	91,520.00	93,392.00	95,264.00	97,136.00	99,112.00	101,088.00	103,064.00	105,144.00	107,224.00	109,408.00
Grade 10	39.05	39.85	40.65	41.45	42.30	43.15	44.00	44.90	45.80	46.70	47.65	48.60	49.55	50.55	51.55	52.60	53.65	54.70	55.80
	3,124.00	3,188.00	3,252.00	3,316.00	3,384.00	3,452.00	3,520.00	3,592.00	3,664.00	3,736.00	3,812.00	3,888.00	3,964.00	4,044.00	4,124.00	4,208.00	4,292.00	4,376.00	4,464.00
	81,224.00	82,888.00	84,552.00	86,216.00	87,984.00	89,752.00	91,520.00	93,392.00	95,264.00	97,136.00	99,112.00	101,088.00	103,064.00	105,144.00	107,224.00	109,408.00	111,592.00	113,776.00	116,064.00
Grade 11	41.45	42.30	43.15	44.00	44.90	45.80	46.70	47.65	48.60	49.55	50.55	51.55	52.60	53.65	54.70	55.80	56.90	58.05	59.20
	3,316.00	3,384.00	3,452.00	3,520.00	3,592.00	3,664.00	3,736.00	3,812.00	3,888.00	3,964.00	4,044.00	4,124.00	4,208.00	4,292.00	4,376.00	4,464.00	4,552.00	4,644.00	4,736.00
	86,216.00	87,984.00	89,752.00	91,520.00	93,392.00	95,264.00	97,136.00	99,112.00	101,088.00	103,064.00	105,144.00	107,224.00	109,408.00	111,592.00	113,776.00	116,064.00	118,352.00	120,744.00	123,136.00
Grade 12	44.05	44.95	45.85	46.75	47.70	48.65	49.60	50.60	51.60	52.65	53.70	54.75	55.85	56.95	58.10	59.25	60.45	61.65	62.90
	3,524.00	3,596.00	3,668.00	3,740.00	3,816.00	3,892.00	3,968.00	4,048.00	4,128.00	4,212.00	4,296.00	4,380.00	4,468.00	4,556.00	4,648.00	4,740.00	4,836.00	4,932.00	5,032.00
	91,624.00	93,496.00	95,368.00	97,240.00	99,216.00	101,192.00	103,168.00	105,248.00	107,328.00	109,512.00	111,696.00	113,880.00	116,168.00	118,456.00	120,848.00	123,240.00	125,736.00	128,232.00	130,832.00

City of Havre de Grace Sworn Officer Pay Scale
July 1, 2024

16	17	18	19	20	21	22	23	24	25	26	27	28	29	30
\$74,225.28	\$76,080.91	\$77,982.94	\$79,932.51	\$81,930.82	\$83,979.09	\$86,078.57	\$88,230.53	\$90,436.30	\$92,697.20	\$93,624.18	\$94,560.42	\$95,506.02	\$96,461.08	\$97,425.69
2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	1.00%	1.00%	1.00%	1.00%	1.00%
\$78,678.80	\$80,645.77	\$82,661.91	\$84,728.46	\$86,846.67	\$89,017.84	\$91,243.28	\$93,524.37	\$95,862.48	\$98,259.04	\$99,241.63	\$100,234.04	\$101,236.38	\$102,248.75	\$103,271.24
2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	1.00%	1.00%	1.00%	1.00%	1.00%
\$78,678.80	\$80,645.77	\$82,661.91	\$84,728.46	\$86,846.67	\$89,017.84	\$91,243.28	\$93,524.37	\$95,862.48	\$98,259.04	\$99,241.63	\$100,234.04	\$101,236.38	\$102,248.75	\$103,271.24
2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	1.00%	1.00%	1.00%	1.00%	1.00%
\$83,399.53	\$85,484.51	\$87,621.63	\$89,812.17	\$92,057.47	\$94,358.91	\$96,717.88	\$99,135.83	\$101,614.22	\$104,154.58	\$105,196.13	\$106,248.09	\$107,310.57	\$108,383.67	\$109,467.51
2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	1.00%	1.00%	1.00%	1.00%	1.00%
\$88,403.50	\$90,613.58	\$92,878.92	\$95,200.90	\$97,580.92	\$100,020.44	\$102,520.95	\$105,083.98	\$107,711.08	\$110,403.85	\$111,507.89	\$112,622.97	\$113,749.20	\$114,886.69	\$116,035.56
2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	1.00%	1.00%	1.00%	1.00%	1.00%
\$93,707.71	\$96,050.40	\$98,451.66	\$100,912.95	\$103,435.78	\$106,021.67	\$108,672.21	\$111,389.02	\$114,173.74	\$117,028.09	\$118,198.37	\$119,380.35	\$120,574.15	\$121,779.90	\$122,997.69
2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	1.00%	1.00%	1.00%	1.00%	1.00%
\$101,204.32	\$103,734.43	\$106,327.79	\$108,985.99	\$111,710.64	\$114,503.40	\$117,365.99	\$120,300.14	\$123,307.64	\$126,390.33	\$127,654.24	\$128,930.78	\$130,220.09	\$131,522.29	\$132,837.51
2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	1.00%	1.00%	1.00%	1.00%	1.00%
\$109,300.67	\$112,033.19	\$114,834.02	\$117,704.87	\$120,647.49	\$123,663.68	\$126,755.27	\$129,924.15	\$133,172.25	\$136,501.56	\$137,866.57	\$139,245.24	\$140,637.69	\$142,044.07	\$143,464.51
2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	1.00%	1.00%	1.00%	1.00%	1.00%

CITY COUNCIL

READ FILE COVER SHEET

Subject: **Ordinance concerning Amending Sections of Chapter 25
Marina Commission**

(1st Reading)

Date: **6/13/2024**

Notice: Any comments made after 5:00 p.m. on the Thursday before the Council Meeting will not be seen in the agenda packet.

Purpose:

- FYI
 Read and Comment as Needed
 Action Required by June 17, 2024
 In Confidential File Drawer

Approve:

Johnny Boker Yes No No Comment

Comment: _____

Casi Boyer Yes No No Comment

Comment: _____

Vicki Jones Yes No No Comment

Comment: _____

Jim Ringsaker Yes No No Comment

Comment: _____

Jason Robertson Yes No No Comment

Comment: _____

Tammy Lynn Schneegas Yes No No Comment

Comment: _____

Note: N/A

CITY COUNCIL
OF
HAVRE DE GRACE, MARYLAND

ORDINANCE NO. _____

Introduced by _____ Council Member Schneegas

AN ORDINANCE BY THE MAYOR AND CITY COUNCIL OF HAVRE DE GRACE, MARYLAND, ADOPTED PURSUANT TO THE AUTHORITY OF ARTICLE XI-E OF THE MARYLAND CONSTITUTION, THE LOCAL GOVERNMENT ARTICLE OF THE ANNOTATED CODE OF MARYLAND, AND SECTIONS 33 AND 34 OF THE HAVRE DE GRACE CITY CHARTER TO AMEND SECTIONS OF CITY CODE CHAPTER 25 MARINA COMMISSION

On: June 17, 2024

at: 7:00 p.m.

Ordinance introduced, read first time, ordered posted and public hearing scheduled.

PUBLIC HEARING

A Public Hearing is scheduled for July 1, 2024 at 7:00 p.m.

EXPLANATION

Underlining indicates matter added to existing law.

[Bold Brackets] indicate matter deleted from existing law.

Amendments proposed prior to final adoption will be noted on a separate page with line references or by handwritten changes on the draft legislation.

32 BE IT ORDAINED, that Chapter 25 is hereby amended as follows:

33
34 Article XII Marina Commission

35
36 **§ 25-73 Organization and members.**

- 37 i. The Commission shall consist of no more than 12 members: **[eight] eleven** voting
38 members, **[two] one** nonvoting member[s and one member, the chairperson, who
39 shall have voting rights only in the event of a tie vote] (all of whom, hereinafter,
40 may be referred to as a "member" or the "members").

41
42 B. The Commission shall include:

- 43 (1) **[Five] Eight** members of the public, four of whom are customers of the Yacht
44 Basin/Marina, of which at least two of whom shall be citizens of the City of Havre de
45 Grace (hereinafter referred to as "City"), three at large members, and one member of the
46 business community who is not a customer of the Yacht Basin/Marina. These members
47 shall each have voting privileges.
- 48 (2) **[Two] Three** members of the City staff, one being The Director of Administration or the
49 Director's designee, and one being the Director of the Department of Public Works or
50 the Director's designee and one being the Director of the Department of Finance or the
51 Director's designee. Except for the Director of Administration [T]these members shall
52 have voting privileges.
- 53 (3) One member of the City Council, who shall have voting privileges and shall be a
54 member of the City Council's Parks and Harbor Committee.
- 55 (4) **[Two nonvoting members, one being the Director of the Department of**
56 **Administration or the Director's designee and one additional City Councilperson.**
57 **These members shall have no voting privileges, except as described below, but may,**
58 **otherwise, participate fully in the business of the Commission.]**

59 **§ 25-74 Officers; proceedings; quorum.**

- 60 A. In June of each year, the Commission shall elect a Chairperson from its members for one year,
61 who shall be eligible for re-election and who shall be responsible for the convening of each
62 meeting. The Chairperson shall not be the City Council member who serves on the
63 Commission. [In the event of a tie vote on issues before the Commission, this member
64 shall have the right, but not the requirement, to cast a vote]. The Commission members
65 shall select one member to serve as temporary chairperson in the absence of the Commission
66 chairperson[man].
- 67
- 68 B. The Commission shall adopt its own rules of procedure and keep a record of the proceedings.
- 69
- 70 C. A quorum at any meeting shall be a minimum of **[four] seven** voting members, at least two
71 of whom shall be citizen members. **[The presence of the chairperson does not count in the**
72 **determination of a quorum.]**
- 73

74
75 **NOW, THEREFORE**, it is determined, decided, and ordained by the City Council that the
76 foregoing amendments are hereby approved.

77
78 ADOPTED by the City Council of Havre de Grace, Maryland this __ day of _____, 2024.

79
80 SIGNED by the Mayor and attested by the Director of Administration this ____ day of _____,
81 2024.

82
83
84 ATTEST: MAYOR AND CITY COUNCIL
85 OF HAVRE DE GRACE

86
87 _____
88 Christopher Ricci
89 Director of Administration

87 _____
88 William T. Martin
89 Mayor

90
91
92 Introduced/First Reading: 6/17/2024
93 Public Hearing:
94 Second Reading/Adopted:
95
96 Effective Date:

97
98
99
100 Legislative History
101 Ordinance No. 921, enacted 11/15/2010
102 Ordinance No. 1143, enacted 4/2/2024

CITY COUNCIL

READ FILE COVER SHEET

Subject: **Special Event - Havre de Grace Lighted Boat Parade**

September 27, 2024

Date: **6/10/2024**

Notice: Any comments made after 5:00 p.m. on the Thursday before the Council Meeting will not be seen in the agenda packet.

Purpose:

- FYI
 Read and Comment as Needed
 Action Required by June 17, 2024
 In Confidential File Drawer

Approve:

Johnny Boker Yes No No Comment

Comment: _____

Casi Boyer Yes No No Comment

Comment: _____

Vicki Jones Yes No No Comment

Comment: _____

Jim Ringsaker Yes No No Comment

Comment: _____

Jason Robertson Yes No No Comment

Comment: _____

Tammy Lynn Schneegas Yes No No Comment

Comment: _____

Note: N/A

Office Use Only
Date Received 6/5/24
Tracking # 1095 23 0015

EVENT APPLICATION CHECKLIST

EVENT NAME: Havre de Grace Lighted Boat Parade

Sponsor Organization: City of Havre de Grace

Business Address: 711 Pennington Avenue, Havre de Grace MD 21078

On-Site Contact Person: Bambi Johnson

Contact Information **Phone:** (410)939-1800 **Email:** bambij@havredegracemd.com

Back-Up On-Site Contact Person: Barbara Hartzell

Contact Information **Phone:** (410)939-1800 **Email:** barbarah@havredegracemd.com

Note: *The on-site contact must be at the event the entire duration to include set-up and break-down.*

Is the Sponsor Organization a **Havre de Grace 501 C3?** Yes No

Is the Sponsor Organization a **501 C3?** Yes No

Tax ID # _____ (attach non-profit status documentation to application)

If the Sponsor Organization is not a Havre de Grace Non-Profit, please provide additional details below:

City Sponsored Event

Event Category:

- | | | |
|--|---|---|
| <input type="checkbox"/> Athletic/Recreation | <input checked="" type="checkbox"/> Concert/Performance | <input type="checkbox"/> Other (explain) |
| <input type="checkbox"/> Festival | <input type="checkbox"/> Carnival | <div style="border: 1px solid black; width: 100%; height: 100%;"></div> |
| <input type="checkbox"/> Parade | <input type="checkbox"/> 5K/10K/Walk * | |
| <input type="checkbox"/> Rally | <input type="checkbox"/> Fishing Tournament | |

* a fee may be charged

Date/Time:

If this is a **multi-day event**, please attach a detailed summary with applicable dates and times.

Setup	Date: <u>9/27/24</u>	Begin Time: <u>8:00 AM</u>
Event Starts	Date: <u>9/27/24</u>	Time: <u>5:00 PM</u>
Event Ends	Date: <u>9/27/24</u>	Time: <u>11:00 PM</u>
Breakdown	Date: <u>9/27/24</u>	End Time: <u>11:30 PM</u>
Rain Date	Date: <u>NONE</u>	

Is timeframe the same? Yes No

If no, include new times: _____

Location: (see attached map)

- | | |
|--|--|
| <input type="checkbox"/> Millard E. Tydings Memorial Park
(352 Commerce Street) | <input type="checkbox"/> Community Pavilion (tent) at Frank J. Hutchins
Memorial Park (100 Congress Avenue) \$250 fee per day
(no amplified sound) |
| <input checked="" type="checkbox"/> Concord Point Park (701 Concord Street) | <input type="checkbox"/> David Craig Park (553 N. Union Avenue) |
| <input type="checkbox"/> McLhinney Park (811 N. Adams Street) | <input type="checkbox"/> K-9 Cody Dog Park (100 Lagaret Lane) |
| <input type="checkbox"/> Veteran's Park (418 Concord Street) | <input type="checkbox"/> Other location (explain) |

(No vehicles permitted on park grounds – fees will apply for damage to the grounds.)

Anticipated Attendance: 3000

Admission Fee (if any): NONE

Requested City Services:

Following is a list of services City Staff may provide at no charge to Event Sponsors to help make your event successful. If your event needs assistance from the City for services, **please check the appropriate boxes below**: Note: **Only those services approved prior to the event will be provided.**

- Traffic Control:** Please describe and attach a map (e.g. Google Maps) of intersections and street names affected and any road closures.

Road closures as follows:
- Concord Street beginning at Alliance Street and up Lafayette to Young Street
- Accessible parking on Lafayette from Young St to Market St, museum side only

Note: Ohio Street, Otsego Street, Revolution Street, Superior Street, Union Avenue, and US Rt. 40 are State Roads, so Event Sponsor must submit the Maryland State Highway Administration (MSHA) Permit with this Special Event Application, but should not contact or submit the permit to MSHA – the Havre de Grace Police Department will handle this part of the process with MSHA. (<https://www.roads.maryland.gov/mdotsha/pages/Index.aspx?PageId=59>)

- Parking/No Parking Signs:** Please designate on a map the areas to be designated for Parking/No Parking (include Handicap Parking).

- Public Restrooms:** Public Restrooms are available and located at or near Millard E. Tydings Memorial Park and City Yacht Basin, Frank J. Hutchins Memorial Park, Concord Point Park, and McLhinney Park. These public restrooms will be cleaned and stocked with the necessary supplies.

- Electricity Needed (limited availability):** Please attach an electrical site plan to include placement of extension cords, generators and the anticipated amperage draw.

- Other:** Please explain:

- We would ask to use the City portable stage.
- Please maintain Concord Point restrooms and port-a-pots during event hours.
- Lighted boat parade at approximately 8:00 PM

It is the responsibility of the EVENT SPONSOR to provide tables, chairs, podium, stage, audio, fencing, and port-a-pots as needed.

Please remove all items at the end of your event and return the area to an equal or better condition than before the event; additional fees will/may apply for any damage caused by your event or items not removed at the end of your event.

Food Service:

Yes No Will there be food sold at your event?

Yes No Will there be food given away at your event?

It is the responsibility of the **EVENT SPONSOR** to contact and comply with the Harford County Health Department Regulations. It is also the responsibility of the **EVENT SPONSOR** to ensure the removal of all trash and recycling (see Trash and Recycling Collection and Disposal on page 4 of this application).

Alcohol:

Yes No Will there be alcohol sold at your event?

Yes No Will there be alcohol given away at your event?

Alcoholic beverages are not permitted at City Parks, unless you have permission from the Mayor and City Council and you apply for and receive a Liquor License from the Harford County Liquor Board.

The Harford County Liquor Board requires a License if alcohol is to be served – please note rules and regulations: <http://www.hclcb.org/alcoholic-beverage-license-applications>.

It is the responsibility of the **EVENT SPONSOR** to contact the **Liquor Board** for the appropriate permit. The Harford County Liquor Board Permit Application must be signed by the City. A copy of the approved License must be provided to the Chief of Parks, Events and Recreation at least 3 business days prior to the scheduled event.

Please describe your security plan to ensure the safe sale and distribution of alcohol at your event. Include how attendees of legal drinking age will be identified.

N/A

Security:

MANDATORY before submitting application - Contact the Havre de Grace Police Department at 410-939-2121 to discuss safety and security during the event.

Officer's Name: Ken Terry Badge # 7707

Date Contacted: 6/4/24

Gambling:

Yes No Will there be raffles, 50/50 or other gambling games?

It is the responsibility of the **EVENT SPONSOR** to contact the **Harford County Sheriff's Office** for the appropriate permit: <https://harfordsheriff.org/services/gambling/>. A copy of the approved License must be provided to the Chief of Parks, Events and Recreation prior to the scheduled event.

First Aid Services/Medical Plan:

Please describe your medical plan including the number of first aid staff and/or first aid stations within the perimeter of your event. Please include your communication plan and types of resources that will be at your event for medical emergencies.

First aid kits will be located at the info booth in front of the lighthouse.

Affidavit:

The Applicant agrees to defend, indemnify and hold harmless the City of Havre de Grace, its agents, representatives, officials and employees, from and against any and all claims, damages, losses and expenses (including but not limited to attorney fees, court cost, and the cost of appellate proceedings), relating to, arising out of, or alleged to have resulted from the acts, errors, mistakes, or omissions of the Applicant, its agents, employees, contractors, subcontractors, customers, invitees, guests or other persons doing business with the Applicant, in connection with the Special Event described in this Application, provided that such claims, damages, losses and expenses are attributable to bodily injury or to injury to or destruction of property. Any cancellation must be made 48 hours prior to the scheduled event.

I have read and understand all of the attached policies and will abide by all policies, rules, regulations, and conditions as written. I understand that the Special Event Permit is not transferable to any other Sponsor, Individual or Group. I also understand the event cannot be advertised until the application has been submitted and approved by the Mayor and City Council.

Event Name: Havre de Grace Lighted Boat Parade

Print Name of Event Sponsor Bambi Johnson/City of Havre de Grace

Title Chief of Parks, Events & Recreation

Phone (410) 939-1800 Email bambij@havredegracemd.com

Signature Bambi Johnson Date 6/4/24

Received by Rebecca Kross 6/5/24
City Official Date

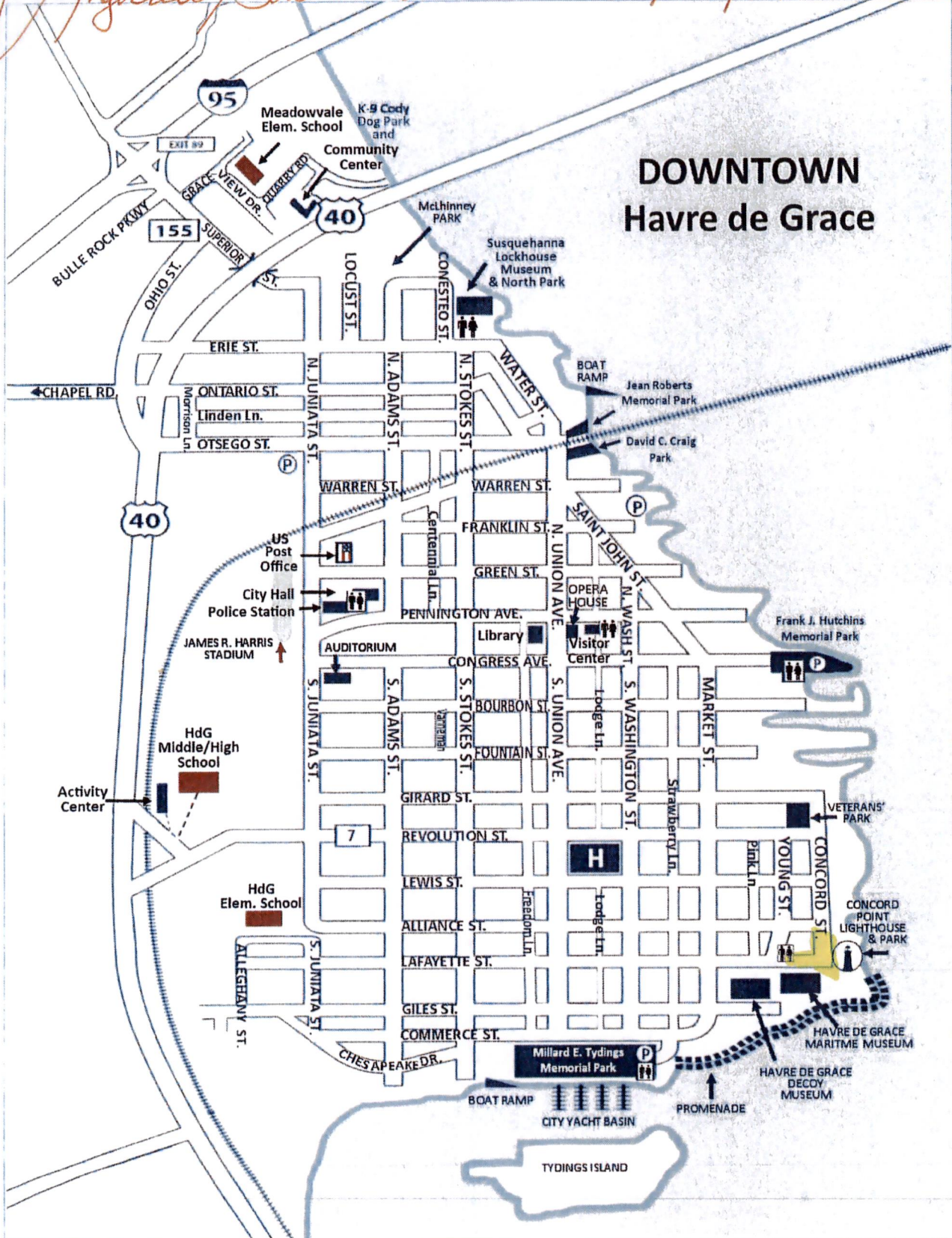
Completed application may be mailed or delivered to:

City of Havre de Grace
711 Pennington Avenue
Havre de Grace, MD 21078

or emailed to: rebeccak@havredegracemd.com

Lighted Boat Parade

9/27/24 5-11PM



DOWNTOWN Havre de Grace

CLOSED STREET



SEPTEMBER 27, 2024
CONCORD POINT PARK
5:00-11:00 PM

An annual event, the wildly popular **HAVRE DE GRACE LIGHTED BOAT PARADE** is back for the 2024 season! Power and sailboats of all shapes and sizes travel along the shoreline to the Amtrak Bridge and back, while folks on land enjoy live music and food trucks.

Originally part of the annual Waterfront Festival, this event now stands on its own in 2024.

An awards ceremony at the conclusion of the parade will crown boats in five categories:

BEST DECORATED SAILBOAT
BEST DECORATED POWERBOAT
MOST ORIGINAL
BEST USE OF LIGHTS
JUDGES' CHOICE

Bring your lawn chairs and blankets to Concord Point Park for a relaxing evening of live music and beautiful boats!

SPECIAL EVENTS COST SHEET

	Event:	HDG Lighted Boat Parade					Tracking ID: 1095 23 0015
	Dates:	9/27/2024					
	Time of set up:	8 A.M.					
	Take down time:	11 P.M.					
	Time of actual event:	5 P.M.					
	Location:	Concord Point Park					
	Number of personnel	Regular Pay (Hours)	FULLY Loaded Wage**	Overtime Pay (Hours)*	FULLY LOADED + OT	Total Estimated Hours	Total Estimated Cost
PD	2			14	\$115.00	14	\$1,610.00
Notes							
	Do you have the necessary resources and personnel to staff this event? Yes/No				yes		
	Number of personnel	Regular Pay (Hours)	FULLY Loaded Wage**	Overtime Pay (Hours)*	FULLY LOADED + OT	Total Estimated Hours	Total Estimated Cost
DPW	3		\$80.37	6	\$120.56	6	\$723.33
Notes	DPW to put out No parking and barricades and one custodian to maintain bathrooms. Completed 6/5/2024.						
	Do you have the necessary resources and personnel to staff this event? Yes/No				Yes		
Grand Total	5	0	\$80.37	20	\$235.56	20	\$2,333.33
REVISION 3/26/2024	<p>*Note: OT salary is 1.5 times average salary.</p> <p>** Note 2 - FULLY Loaded Wage provided by the Finance Department includes Wages, Fringe Benefits & Materials based on the U.S. Department of Health and Human Services Division of Cost Allocation (DCAA)</p>						

Note: This cost does not cover administrative wages to process the application.