

CITY COUNCIL
OF
HAVRE DE GRACE, MARYLAND

ORDINANCE NO. 1148

BUDGET AMENDMENT 2024-10

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 AMENDING THE CITY BUDGET FOR FISCAL YEAR 2024, TO ADDRESS ADDITIONAL ALLOCATION OF FUNDS FOR THE CITY OF HAVRE DE GRACE FOR FISCAL YEAR 2024

On: April 15 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 May 6, 2024 at 7:01 p.m., and concluded on May 6, 2024 at 7:02 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.

WHEREAS, the Mayor and City Council of Havre de Grace, a Maryland municipal corporation, is required to establish an annual projection of anticipated revenues and proposed expenses, known as the budget, for the City of Havre de Grace for the fiscal year beginning July 1, 2023 through June 30, 2024, said period known as fiscal year 2024; and

WHEREAS, the Mayor and City Council of Havre de Grace passed the Budget Ordinance 1109, establishing the budget for Fiscal Year on June 20, 2023, pursuant to the Havre de Grace Charter Section 37 and by the authority of the Local Government Article of the Annotated Code of Maryland; and

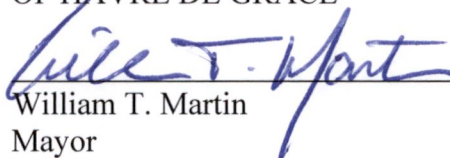
WHEREAS, Section 37 of the Charter states “*No officer or employee of the City shall expend money that is not appropriated*”, and this budget amendment is for the uninterrupted oversight of new development within the City;

NOW THEREFORE, it is determined, decided, and ordained by the City Council that Budget Amendment 2024-09 (Exhibit A) be included as part of the Fiscal Year 2024 Budget.

ATTEST:



Christopher Ricci
Director of Administration

MAYOR AND CITY COUNCIL
OF HAVRE DE GRACE


William T. Martin
Mayor

Introduced/First Reading: 4/15/2024
Public Hearing: 5/6/2024
Second Reading/Adopted: 5/6/2024
Effective Date: 5/7/2024

Exhibit A



INTER-CITY MEMORANDUM

To: City Council President James E. Ringsaker, Jr.
From: Mayor William T. Martin
Date: 3/27/2024
RE: Proposed Budget Amendment 2024-10

The City's sewer camera has become unusable and must be replaced, see the attached internal correspondence. The City has identified a replacement camera for \$81,279.

Additionally, the City is undergoing preliminary engineering for the Pump Station and Main at Gashey's Creek. Due to anticipated delays in shipping material and vendor availability, we do not anticipate having this project completed in this fiscal year. The project has an authorized budget of \$500,000 with \$428,000 unencumbered to-date.

I am therefore requesting that we increase the Water Distribution Capital Assets, Account 09-1232-6501, by \$81,300 to authorize the acquisition of the replacement camera. To fund this request, I am requesting a decrease of \$81,300 to the Gashey's Creek Pump Station and Main project, account 09-1232-9064.

Please contact George DeHority or EJ Millisor if you have any questions or require additional information regarding this budget amendment request.

3/27/24, 10:45 AM

City of Havre de Grace Mail - Request for Replacement Sewer Camera



The City of Havre de Grace

George DeHority <georged@havredegracemd.com>

Request for Replacement Sewer Camera

1 message

EJ Millisor <ejm@havredegracemd.com>

Mon, Mar 25, 2024 at 2:38 PM

To: George DeHority <georged@havredegracemd.com>

Cc: Jeff Keithley <jeffk@havredegracemd.com>, Michele Widman <michelew@havredegracemd.com>, Nick Muzaca <nickm@havredegracemd.com>, Christopher Ricci <chrisr@havredegracemd.com>

Hi George,

Recently the city's sewer camera malfunctioned where the lights wouldn't come on, it wouldn't reverse, and the camera wouldn't shut down until it died, which made it highly difficult to retrieve underground without causing further damages. Upon trouble shooting with a third party contractor, the cost of repairs, downtime to fix, and software needed to upgrade makes our camera obsolete and cost prohibitive to repair. Without a sewer camera underground utility locating requires guesswork which may result in future damages with ongoing underground utility projects citywide.

Due to budgetary constraints, I am requesting fund 9 transfer \$23,117.79 this year for a replacement lease to own sewer camera which will have to be paid over a few year period. The capability of this new camera will be a dual asset for stormwater culverts and wastewater, to trace long runs of sewer mains/culvers block-to-block to troubleshoot repairs or video inspections, locate blockages, and determine who is responsible to fix the problems underground.

Thank you for your consideration.

Respectfully,
EJ

EJ Millisor
Director of Public Works
City of Havre de Grace
313-919-8865 (cell)
410-939-1800 x1107 (office)



Due to Financing Rate and the current Debt levels, the City has determined that purchase is the best option, see attached financing schedule

*LED
3/26/24*

Amortization Schedule

Amortization Schedule to Tax-Exempt Lease/Purchase Agreement #16717 Schedule #001

Equipment Cost: \$81,279.00

Payment Number	Due Date	Payment Amount	Interest Portion	Principal Portion	Purchase Price
1	7/1/2024	\$23,522.23	\$1,905.96	\$21,616.27	N/A
2	7/1/2025	\$23,522.23	\$5,301.71	\$18,220.52	\$43,386.26
3	7/1/2026	\$23,522.23	\$3,682.61	\$19,839.62	\$22,615.97
4	7/1/2027	\$23,522.23	\$1,919.64	\$21,602.59	\$0.00

Note:
 Effective Financing Rate = 6.12%

[Signature]

Note # 2
 Financing Agreement calls for \$500
 "Processing Fee". Including Fee
 the effective financing rate = 6.39%

[Signature]

Signature:

Signature of Michele Widman

Title: Procurement Officer

BUDGET AMENDMENT

March 27, 2024

Amendment # 2024-10

SOURCE OF FUNDS

Account Number	Account Title	Amount
	Water & Sewer Fund 9	
Total Sources		\$0.00

USE OF FUNDS

Account Number	Account Title	Amount
	Water & Sewer Fund 9	
09-1232-6501	Capital Expenditures (Sewer Camera)	\$81,300.00
09-1232-9064	Gashey's Creek PS and Main	(\$81,300.00)
Total Uses		\$0.00

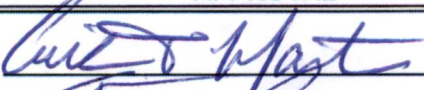
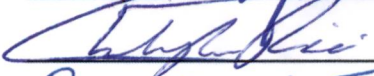
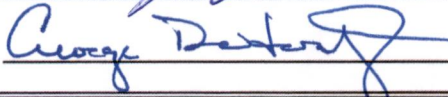
REASON FOR ADJUSTMENT

To fund a replacement sewer camera.

AUTHORITY

City Council on 4/15/24.

APPROVAL

MAYOR		Date: 5/9/24
ADMINISTRATION		Date: 05-13-2024
FINANCE		Date: 5/9/24