

FY-25 Budget Adopted 5.1.24					
DATE STARTED: 1/1/2024			LAST UPDATE: 7/31/2024		
TOWN OF NEW WINDSOR	2023 ACTUALS	FY2024 BUDGET	2024 ACTUALS	FY2025 BUDGET	
FY 2025 GENERAL FUND					
OPERATING BUDGET					
REVENUES	FY2023 YTD Actual	FY2024 BUDGET	FY 2024 Actual	FY2025 PROPOSED	Inc/(Dec) FY-24 to FY-25
TAXES	0.2615 tax rate	0.2615 tax rate	0.2615 tax rate	0.2615 tax rate	
Amusement Tax	\$140	\$100	\$1,147	\$100	\$0
Income Tax	\$165,814	\$177,000	\$228,170	\$200,000	\$23,000
Personal Property (Businesses W/ Inventory)	\$43,748	\$24,000	(\$17,096)	\$18,000	(\$6,000)
Real Property	\$669,137	\$530,000	\$718,294	\$590,000	\$60,000
TOTAL TAXES	\$878,839	\$731,100	\$930,515	\$808,100	\$77,000
LICENSES & PERMITS					
Alcoholic Beverage License Fee	\$2,325	\$1,100	\$1,225	\$1,100	\$0
Cable Franchise Fee	\$28,514	\$26,000	\$25,759	\$28,000	\$2,000
Carroll County Building Permits	\$2,158	\$800	\$895	\$300	(\$500)
Carroll County Traders License	\$2,148	\$1,300	\$3,488	\$1,300	\$0
Dog License	\$276	\$100	\$0	\$100	\$0
Town Building Permits	\$170	\$100	\$95	\$100	\$0
TOTAL LICENSES & PERMITS	\$35,591	\$29,400	\$31,462	\$30,900	\$1,500
INTERGOVERNMENTAL					
County Town Program & Co. Road Grant	\$69,285	\$76,734	\$76,733	\$82,660	\$5,926
State Highway User Revenue	\$100,688	\$100,000	\$81,750	\$120,000	\$20,000
TOTAL INTERGOVERNMENTAL	\$169,973	\$176,734	\$158,483	\$202,660	\$25,926
SERVICE FEES					
Administrative Fees	\$5,074	\$0	\$1,200	\$0	\$0
Impact Fees	\$4,050	\$0	\$2,700	\$0	\$0
Zoning Appeals Fees	\$500	\$0	\$0	\$0	\$0
TOTAL SERVICE FEES	\$9,624	\$0	\$3,900	\$0	\$0
MISCELLANEOUS					
Donations	\$6,751	\$12,750	\$6,941	\$12,750	\$0
Other	\$1,001	\$1,000	\$215	\$500	(\$500)
National Night Out	\$200	\$250	\$0	\$250	\$0
MOTM	\$2,450	\$2,500	\$3,125	\$3,000	\$500
FGS 5K	\$3,100	\$9,000	\$3,601	\$9,000	\$0
Interest Earned	\$5,032	\$0	\$1,023	\$1,000	\$1,000
Rent - Town Farm	\$6,400	\$6,400	\$6,400	\$6,400	\$0

Cell Tower Lease	\$97,051	\$90,000	\$98,898	\$90,000	\$0
TOTAL MISCELLANEOUS	\$115,234	\$109,150	\$113,262	\$110,150	\$1,000
TOTAL GENERAL FUND REVENUE	\$1,209,261	\$1,046,384	\$1,237,622	\$1,151,810	\$105,426

EXPENDITURES	FY2023 Actual	FY2024 Budget	FY 2024 Actual	FY2025 Proposed	Inc/(Dec) FY-24 to FY-25
LEGISLATIVE					
Conferences	\$5,110	\$7,000	\$2,787	\$8,000	\$1,000
Dues	\$1,073	\$1,500	\$1,970	\$2,000	\$500
Mileage	\$0	\$300	\$0	\$300	\$0
Professional Training & Enhancement	\$1,905	\$1,500	\$1,658	\$2,000	\$500
Council Salary	\$7,625	\$7,500	\$7,500	\$7,500	\$0
TOTAL LEGISLATIVE	\$ 15,714	\$ 17,800	\$ 13,914	\$ 19,800	\$2,000
EXECUTIVE	FY2023 Actual	FY2024 Budget	FY 2024 Actual	FY2025 Proposed	Inc/(Dec) FY-24 to FY-25
Executive Salaries	\$79,118	\$113,175	\$82,841	\$119,615	\$6,440
Conferences	\$1,416	\$2,500	\$517	\$2,500	\$0
Dues	\$1,416	\$2,500	\$924	\$2,500	\$0
Mileage	\$0	\$200	\$430	\$200	\$0
Profession Training & Enhancement	\$1,149	\$1,500	\$3,646	\$2,000	\$500
Advertisement	\$6,030	\$6,000	\$2,955	\$6,000	\$0
TOTAL EXECUTIVE	\$ 89,129	\$ 125,875	\$ 91,313	\$ 132,815	\$6,940
PROFESSIONAL SERVICES	FY2023 Actual	FY2024 Budget	FY 2024 Actual	FY2025 Proposed	Inc/(Dec) FY-24 to FY-25
Audit Fees	\$12,050	\$12,500	\$12,410	\$22,200	\$9,790
Cable Fees Public Access TV	\$10,900	\$10,000	\$10,809	\$11,000	\$1,000
Election Board Salaries	\$450	\$0	\$0	\$450	\$450
Codification Fees	\$1,195	\$3,000	\$1,195	\$3,000	\$0
Legal Fees	\$30,253	\$35,000	\$20,652	\$30,000	(\$5,000)
Accounting Consultant	0	\$6,000	\$1,328	\$6,000	\$0
HR Consultant NEW for GF		\$0	\$0	\$5,000	\$5,000
TOTAL PROFESSIONAL SERVICE	\$ 54,848	\$ 66,500	\$ 46,393	\$ 77,650	\$11,150
MUNICIPAL BUILDING	FY2023 Actual	FY2024 Budget	FY 2024 Actual	FY2025 Proposed	Inc/(Dec) FY-24 to FY-25
Electric 209 High St.	\$6,655	\$13,500	\$8,480	\$11,000	(\$2,500)
Electric 211 High St.	\$218	\$400	\$68	\$400	\$0
IT Support/Computers	\$10,790	\$10,000	\$9,071	\$19,000	\$9,000
HVAC Maintenance 209 High St.	\$1,887	\$2,000	\$865	\$2,000	\$0
Janitorial & Floor Cleaning 209 High St.	\$2,030	\$3,350	\$2,448	\$4,000	\$650
Loan 209 High St.	\$31,154	\$31,615	\$31,511	\$31,615	\$0
Office Equipment/ Service Agreements	\$7,157	\$9,000	\$6,503	\$17,500	\$8,500
Office Expenses/Furniture	\$3,058	\$3,000	\$2,928	\$3,000	\$0
Office Supplies	\$2,886	\$3,000	\$3,174	\$3,500	\$500
Postage	\$2,965	\$2,500	\$2,715	\$2,500	\$0
Telephone	\$5,505	\$6,000	\$4,132	\$7,500	\$1,500
TOTAL MUNICIPAL BUILDING	\$ 70,388	\$ 79,015	\$ 71,897	\$ 96,015	\$17,000

PLANNING & ZONING	FY2023 Actual	FY2024 Budget	FY 2024 Actual	FY2025 Proposed	Inc/(Dec) FY-24 to FY-25
Board of Zoning Appeals Salary	\$0	\$105	\$0	\$0	(\$105)
Planning Commission Salary	\$1,560	\$2,400	\$1,470	\$3,500	\$1,100
Temp. Part Time PC Assistance for Comp Plan	\$525	\$1,000	\$138	\$500	(\$500)
Printing & Advertising	\$109	\$500	\$0	\$500	\$0
Zoning Administrator Salary	\$1,200	\$1,200	\$1,200	\$1,200	\$0
TOTAL PLANNING & ZONING	\$ 3,394	\$ 5,205	\$ 2,808	\$ 5,700	\$495
PUBLIC WORKS	FY2023 Actual	FY2024 Budget	FY 2024 Actual	FY2025 Proposed	Inc/(Dec) FY-24 to FY-25
Contractors	\$13,883	\$15,000	\$9,777	\$20,000	\$5,000
Electric	\$105	\$300	\$0	\$300	\$0
Equipment Maintenance/repair	\$9,520	\$10,000	\$9,192	\$10,000	\$0
Gas/Diesel/LP Gas	\$6,791	\$7,500	\$8,470	\$7,500	\$0
Public Works Salaries	\$77,045	\$102,653	\$103,867	\$136,446	\$33,793
Sign Repair & Replacement	\$725	\$3,000	\$383	\$3,000	\$0
Small Equipment	\$2,485	\$4,000	\$3,560	\$4,000	\$0
Salt	\$4,034	\$8,000	\$3,762	\$8,000	\$0
Snow Removal (Subcontractor)	\$111	\$3,500	\$3,540	\$3,500	\$0
Snow Removal Overtime	\$387	\$5,000	\$0	\$0	(\$5,000)
Public Works Overtime NEW LINE ITEM	\$9,729		\$11,561	\$10,750	\$10,750
Street & Sidewalk Maintenance	\$1,069	\$20,000	\$2,425	\$20,000	\$0
HUR Transfer to Capital Budget Checking	\$100,688	\$100,000	\$81,750	\$120,000	\$20,000
Street Lights	\$29,889	\$35,000	\$33,801	\$35,000	\$0
Supplies	\$4,708	\$4,000	\$4,159	\$4,000	\$0
Trash - Household and Recycling Collection	\$133,992	\$148,000	\$149,594	\$155,000	\$7,000
Trash - Bulk Collection	\$825	\$2,000	\$1,180	\$2,500	\$500
Trash - Yard Waste	\$6,092	\$5,000	\$5,752	\$12,000	\$7,000
Uniforms- Clothing - Boots	\$2,465	\$4,500	\$3,689	\$5,700	\$1,200
Vehicle Maintenance & Repair	\$11,483	\$15,000	\$1,314	\$10,000	(\$5,000)
Safety	\$0	\$1,500	\$1,279	\$1,500	\$0
Capital Project Budget	\$84,526	\$117,686	\$102,863	\$94,319	(\$23,367)
TOTAL PUBLIC WORKS	\$ 490,823	\$ 611,639	\$ 530,357	\$ 663,515	\$51,876
PUBLIC SAFETY	FY2023 Actual	FY2024 Budget	FY 2024 Actual	FY2025 Proposed	Inc/(Dec) FY-24 to FY-25
Equipment & Supplies (Traffic Sign)	\$5,823	\$3,500	\$3,699	\$3,500	\$0
New Windsor Fire Company	\$20,000	\$20,000	\$20,000	\$20,000	\$0
TOTAL PUBLIC SAFETY	\$ 25,823	\$ 23,500	\$ 23,699	\$ 23,500	\$0
PARKS	FY2023 Actual	FY2024 Budget	FY 2024 Actual	FY2025 Proposed	Inc/(Dec) FY-24 to FY-25
Electric	\$789	\$2,500	\$1,270	\$1,500	(\$1,000)
Equipment Repair/Seasonal	\$3,267	\$9,500	\$8,403	\$9,500	\$0
Maintenance & Landscaping	\$2,681	\$3,500	\$3,074	\$3,500	\$0

Town Activities	\$13,460	\$15,000	\$18,499	\$15,000	\$0
TOTAL PARKS	\$ 20,196	\$ 30,500	\$ 31,246	\$ 29,500	(\$1,000)

MISCELLANEOUS	FY2023 Actual	FY2024 Budget	FY 2024 Actual	FY2025 Proposed	Inc/(Dec) FY-24 to FY-25
Health Care Benefit	\$18,044	\$22,500	\$27,925	\$35,715	\$13,215
Short Term Disability & Life Insurance	\$0	\$850	\$749	\$1,100	\$250
Insurance (Everything but Health)	\$44,603	\$36,500	\$18,526	\$38,900	\$2,400
Payroll Expense	\$33,493	\$48,000	\$47,105	\$60,733	\$12,733
Retirement Plan	\$3,139	\$5,000	\$6,153	\$6,100	\$1,100
Circuit Rider Annual Payment	\$1,250	\$1,250	\$1,250	\$1,250	\$0
Late Fee Charges	\$0	\$250	\$82	\$250	\$0
TOTAL MISCELLANEOUS	\$ 67,036	\$ 66,350	\$ 54,685	\$ 83,315	\$16,965
CONTINGENCY	\$ 15,026	\$ 20,000	\$ 6,095	\$ 20,000	\$0
TOTAL GENERAL FUND EXPENSES	\$ 852,377	\$ 1,046,384	\$ 872,407	\$ 1,151,810	\$105,426
TOTAL GENERAL FUND REVENUES	\$1,209,261	\$1,046,384	\$1,237,622	\$1,151,810	\$105,426
GENERAL FUND BALANCE	\$356,885	\$0	\$365,215	\$0	\$0
TOWN OF NEW WINDSOR	PROPOSED FY2024 0 EDU's	NOTE: AS OF 1/1/24 Snader's Summit Built Out. No More New Homes In Snader's! Only Highbrow Subdivision in out years! 4 lots!			
FY 2025 ENTERPRISE FUND					
OPERATING BUDGET					
REVENUES	FY2023 Actual	FY2024 Budget	FY2024 Actual	FY2025 Proposed	Inc/(Dec) FY-24 to FY-25
Bay Restoration	\$47,330	\$44,000	\$32,245	\$44,000	\$0
Interest Earned	\$20,176	\$10,000	\$21,952	\$20,000	\$10,000
Sewer Usage Receipts (0 EDU's)	\$628,931	\$698,830	\$649,267	\$700,077	\$1,247
Sewer Hook-Up Fees (0 EDU'S)	\$112,899	\$0	\$48,486	\$0	\$0
Sprinkler Fees	\$3,858	\$3,850	\$7,056	\$7,500	\$3,650
Water Hook-Up Fees (0 EDU'S)	\$138,941	\$0	\$59,670	\$0	\$0
Water Usage Receipts (0 EDU's)	\$545,469	\$584,475	\$598,297	\$581,060	(\$3,415)
Miscellaneous/Late Fees	\$13,920	\$5,000	\$2,660	\$3,000	(\$2,000)
Developer Meter Purchase (0 EDU's)	\$4,900	\$0	\$2,100	\$0	\$0
American Rescue Plan Act	\$688,696	\$0	\$0	\$0	\$0
REVENUE	\$1,516,422	\$1,346,155	\$1,421,733	\$1,355,637	\$9,482
TOTAL REVENUE	\$1,516,422	\$1,346,155	\$1,421,733	\$1,355,637	\$9,482

EXPENDITURES	FY2023 Actual	FY2024 Budget	FY2024 Actual	FY2025 Proposed	Inc/(Dec) FY-24 to FY-25
WATER					
Advertisement	\$0	\$400	\$541	\$600	\$200
Chemicals	\$2,575	\$5,000	\$3,090	\$5,000	\$0
Contractors/Consultants	\$7,940	\$2,500	\$3,311	\$2,500	\$0
Electric	\$10,234	\$10,000	\$10,633	\$10,000	\$0
Emergency Repair	\$33,393	\$50,000	\$31,191	\$50,000	\$0
Equipment & Maintenance	\$5,624	\$2,500	\$705	\$2,500	\$0
Fuel (Diesel)	\$0	\$1,000	\$0	\$1,000	\$0
Generator - Maintenance/Repair	\$741	\$1,500	\$1,455	\$2,500	\$1,000
Developer Fee Revenues	\$0	\$0	\$0	\$0	\$0
Maryland Environmental Service - Water	\$91,226	\$99,401	\$91,557	\$107,297	\$7,896
Postage	\$551	\$650	\$534	\$650	\$0
Office Equipment/Supplies	\$2,360	\$3,000	\$3,931	\$3,000	\$0
Telephone - Portions of staff cell	\$1,795	\$1,200	\$1,986	\$1,600	\$400
SCADA (SIM Card Expense)	\$1,969	\$1,800	\$2,155	\$2,250	\$450
SCADA (IMAC Integration & future improvements)	\$3,920	\$6,000	\$0	\$6,000	\$0
Service Contracts	\$1,992	\$5,000	\$516	\$5,700	\$700
Contingency	\$163	\$0	\$0	\$0	\$0
3R's Operating, System Maintenance	\$122,069	\$125,000	\$115,239	\$125,000	\$0
New Meters For Developments	\$4,887	\$0	\$0	\$0	\$0
New Tools	\$3,891	\$6,000	\$5,142	\$6,000	\$0
Water Hook Up Fee/Developer Fee Transfer	\$138,941	\$0	\$0	\$0	\$0
Public Works Emergency Over Time	\$0	\$0	\$0	\$0	\$0
Safety	\$0	\$1,500	\$21	\$1,500	\$0
Capital Project Budget	\$84,018	\$74,304	\$22,051	\$61,982	(\$12,322)
TOTAL WATER EXPENSES	\$518,289	\$396,755	\$294,056	\$395,079	(\$1,676)

SEWER	FY2023 Actual	FY2024 Budget	FY2024 Actual	FY2025 Proposed	Inc/(Dec) FY-24 to FY-25
Advertisement	\$0	\$300	\$0	\$300	\$0
Bay Restoration	\$34,974	\$44,000	\$57,599	\$44,250	\$250
Chemicals	\$17,246	\$20,000	\$23,269	\$20,000	\$0
Electric	\$42,148	\$50,000	\$49,626	\$50,000	\$0
Emergency Repair	\$5,250	\$30,000	\$2,425	\$30,000	\$0
Equipment & Maintenance	\$1,780	\$2,500	\$1,930	\$2,500	\$0
Fuel (Diesel)	\$671	\$1,500	\$68	\$1,500	\$0
Generator - Maintenance/Repairs	\$4,187	\$5,500	\$5,525	\$5,500	\$0
Contractors/Consultants	\$997	\$2,500	\$2,819	\$2,500	\$0
Loan Wastewater Plant Upgrade	\$32,415	\$33,000	\$32,415	\$33,000	\$0
Loan Pumping Station	\$29,091	\$39,000	\$38,788	\$39,000	\$0
Maryland Environmental Service - Sewer	\$106,093	\$143,654	\$144,349	\$150,873	\$7,219
Office Equipment/Supplies	\$3,295	\$3,000	\$4,032	\$3,000	\$0
Telephone - Portions of staff cell	\$1,414	\$1,800	\$1,754	\$1,800	\$0
Postage	\$533	\$650	\$512	\$650	\$0
Service Contracts	\$5,683	\$10,000	\$7,578	\$12,200	\$2,200
Sludge Disposal	\$81,852	\$65,000	\$82,486	\$83,000	\$18,000
Internet	\$4,212	\$3,500	\$3,143	\$3,500	\$0
Contingency	\$188	\$0	\$0	\$0	\$0
3 R's Operating, System Maintenance	\$22,702	\$100,000	\$46,922	\$100,000	\$0
SCADA SIM Card Expense)	\$1,969	\$2,000	\$2,155	\$3,200	\$1,200
SCADA (IMAC Integreation & Future Improvements	\$597	\$0	\$0	\$0	\$0
New Tools	\$2,236	\$6,000	\$201	\$6,000	\$0
Sewer Hook Up Fee/Developer Fee Transfer	\$112,899	\$0	\$0	\$0	\$0
Public Works Emergency Over Time	\$0	\$0	\$0	\$0	\$0
Safety	\$0	\$1,500	\$111	\$1,500	\$0
Capital Project Budget	\$18,689	\$74,303	\$1,214	\$61,983	(\$12,320)
TOTAL SEWER EXPENSES	\$531,121	\$639,707	\$508,921	\$656,256	\$16,549

PERSONNEL	FY2023 Actual	FY2024 Budget	FY2024 Actual	FY2025 Proposed	Inc/(Dec) FY-24 to FY-25
Executive Salary	\$115,907	\$117,905	\$120,870	\$126,045	\$8,140
Public Works Salary	\$81,767	\$99,438	\$88,385	\$110,857	\$11,419
Public Works O.T. NEW LINE ITEM IN FY23	\$11,638	\$25,000	\$13,058	\$15,425	(\$9,575)
Payroll Expense	\$60,091	\$62,500	\$52,641	\$72,962	\$10,462
Retirement Plan	\$10,037	\$6,500	\$5,187	\$7,500	\$1,000
Health Care Benefit	\$18,548	\$25,000	\$27,907	\$34,375	\$9,375
Short Term Disability & Life Insurance	\$0	\$850	\$892	\$1,100	\$250
Professional Training & Enhancement (NEW)		\$0	\$0	\$4,000	\$4,000
HR Consultant	\$0	\$35,000	\$0	\$5,000	(\$30,000)
TOTAL PERSONNEL EXPENSES	\$237,897	\$309,693	\$256,299	\$304,302	(\$5,391)
					\$0
TOTAL WATER AND SEWER EXPENSES	\$1,287,307	\$1,346,155	\$1,059,276	\$1,355,637	\$9,482
TOTAL WATER AND SEWER REVENUE	\$1,516,422	\$1,346,155	\$1,421,733	\$1,355,637	\$9,482
ENTERPRISE FUND BALANCE	\$229,115	\$0	\$362,457	\$0	\$0
COMBINED BUDGETS	FY2023 Actual	FY2024 Budget	FY2024 Actual	FY2025 Proposed	Inc/(Dec) FY-24 to FY-25
WATER AND SEWER EXPENDITURES	\$1,287,307	\$1,346,155	\$1,059,276	\$1,355,637	\$9,482
GENERAL EXPENDITURES	\$852,377	\$1,046,384	\$872,407	\$1,151,810	\$105,426
TOTAL COMBINED EXPENDITURES	\$2,139,683	\$2,392,539	\$1,931,682	\$2,507,447	\$114,908
					\$0
WATER AND SEWER REVENUES	\$1,516,422	\$1,346,155	\$1,421,733	\$1,355,637	\$9,482
GENERAL REVENUES	\$1,209,261	\$1,046,384	\$1,237,622	\$1,151,810	\$105,426
TOTAL COMBINE REVENUES	\$2,725,683	\$2,392,539	\$2,659,355	\$2,507,447	\$114,908
COMBINED BUDGET FUND BALANCE	\$586,000	\$0	\$727,672	\$0	\$0
Maryland Environmental Service - Water	FY2023 Actual	FY2024 Budget	FY2024 Actual	FY2025 Proposed	Inc/(Dec) FY-24 to FY-25
Labor - Water Plant Operator	\$79,783	\$88,916	\$79,283	\$94,321	\$5,405
Communication - Postage/Cell Phones	\$191	\$446	\$208	\$446	\$0
Vehicle O&M - Mileage	\$5,883	\$5,895	\$6,492	\$5,895	\$0
Lab Services/Consumer Confidence Report	\$5,238	\$3,739	\$5,009	\$6,230	\$2,491
Supplies - Uniforms/MES Fire & Safety	\$131	\$405	\$565	\$405	\$0
Total MES Water	\$91,226	\$99,401	\$91,557	\$107,297	\$7,896
Maryland Environmental Service - Sewer	FY2023 Actual	FY2024 Budget	FY2024 Actual	FY2025 Proposed	Inc/(Dec) FY-24 to FY-25
Labor - Sewer Plant Operator	\$86,405	\$118,355	\$113,380	\$122,817	\$4,462
Technical and Special	\$0	\$852	\$0	\$886	\$34
Communication - Postage/Cell Phones	\$213	\$442	\$293	\$442	\$0
Vehicle O&M - Mileage	\$6,412	\$5,895	\$8,587	\$5,263	(\$632)
Lab Services/ Collection Services	\$12,840	\$17,605	\$21,588	\$20,960	\$3,355

Supplies - Uniforms/MES Fire & Safety/Fees	\$224	\$505	\$501	\$505	\$0
Total MES Sewer	\$106,093	\$143,654	\$144,349	\$150,873	\$7,219
Total MES Budget	\$197,318	\$243,055	\$235,906	\$258,170	\$15,115