



RESOLUTION
2020-011

Resolution to Amend the 2021 Municipal Budget

A RESOLUTION TO AMEND THE 2021 BUDGET FOR TOWN OF TOWNSEND, DELAWARE, FOR THE TWELVE (12) MONTHS BEGINNING JULY 1, 2020 AND ENDING JUNE 30, 2021 APPROPRIATING MONEY FOR EACH ITEM OF EXPENDITURE THEREIN PROVIDED FOR; AND FOR OTHER PURPOSES.

WHEREAS, in accordance with Section 702 of the Town of Townsend Charter, the Finance Committee, Town Manager, Financial Officer and Council reviewed the request to amend the 2021 Town Budget to adjust for the abolishment of Streetlight and Garbage Utility Fee Per Ordinance 20-001, and

WHEREAS, it is the finding and conclusion of the Town of Townsend Finance Committee, Town Manager, Financial Officer and Council that the anticipated revenues and expenditures for the calendar year require revision to amend revenue from Streetlight and Garbage Utility, and

WHEREAS, the Town Council of The Town of Townsend reviewed and approved the budget at the June 3, 2020 meeting of the Town Council.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN OF TOWNSEND COUNCIL, TOWNSEND, DELAWARE:

This resolution shall amend the 2021 budget for the Town of Townsend for the twelve (12) month period beginning July 1, 2020 and ending June 30, 2021. The attached budget as amended to adjust for the removal of anticipated Garbage Collection Services and Streetlight Utility revenue and to modify expenditures accordingly to reflect estimated revenues and expenditures as set forth on the succeeding pages.

Section 2. The respective funds for each item of expenditure proposed in the budget for Fiscal Year 2021 are hereby approved and adopted for the operation of the Town of Townsend by the Town Council on this date, and constitute an appropriation of funds which are lawfully applicable to the items contained within the budget. This budget may be altered or revised by action of Town Council and unpledged funds may be subsequently appropriated to another purpose except as prohibited by law.

Section 3. The Town Council hereby amends the FY 2021 Budget as approved and recommended by the Finance Committee of the Town of Townsend. This resolution is effective immediately upon its enactment by the Town of Townsend Council.

Passed and approved this 5th Day of August 2020

By:

Thomas McDonald
Mayor

Vote of Council	Yea	Na	Abs
Mayor McDonald	✓		
CW E. Dugan	✓		
CM P. Miller	✓		
CM S. Lobdell	✓		
DR MERTE			✓

Attest:

Anthony S. Mangeri
Town Manager

SYNOPSIS: Revision to the 2021 FY Budget to adjust for Removal of Streetlight and Garbage Utility Fee revenue.

Account Id	Account Description	2021 Proposed	Adjustment	Revised Budget
Revenues:				
01-2130-000	Impact Fees: Fire House Impact Fees	15,000.00		15,000.00
01-5050-015	Town Fair Donation	2,000.00		2,000.00
01-5060-000	Fines - Police	8,000.00		8,000.00
01-5070-000	Franchise Fees	22,000.00		22,000.00
01-5090-030	Grants Revenue	87,400.00		87,400.00
01-5090-031	Municipal Street Aid Grant	35,000.00		35,000.00
01-5100-010	Impact Fees: General Impact Fees	25,000.00		25,000.00
01-5100-020	Impact Fees: Roadway Impact Fees	30,000.00		30,000.00
01-5100-030	Impact Fees: Sidewalk Impact Fee	3,000.00		3,000.00
01-5110-000	Interest Income	30,000.00		30,000.00
01-5115-000	Returned Checks	-		-
01-5120-000	Miscellaneous - Office Fees	100.00		100.00
01-5121-000	Miscellaneous Income	-		-
01-5125-000	Lien/Attorney Fees (Revenue)	-		-
01-5140-005	Permits and Fees: Certificate of Occupan	2,000.00		2,000.00
01-5140-010	Permits and Fees: Administrative Fees	2,000.00		2,000.00
01-5140-015	Permits and Fees: Inspections Fees	900.00		900.00
01-5140-020	Permits and Fees: Contractors Licenses	13,000.00		13,000.00
01-5140-040	Permits and Fees: Business Licenses	15,000.00		15,000.00
01-5140-045	Permits and Fees: Review Lines & Grades	8,000.00		8,000.00
01-5140-080	Permit & Fees: Non Residential Bldg	-		-
01-5140-090	Permits and Fees: Demolition Permit	1,000.00		1,000.00
01-5140-095	Permits and Fees: Variance Fee	-		-
01-5140-100	Permits and Fees: Renewal Fee	-		-
01-5150-000	Property Transfer Taxes	300,000.00		300,000.00
01-5160-000	Real Estate Property Tax	625,000.00		625,000.00
01-5190-005	Town Permits: Plumbing	5,000.00		5,000.00
01-5190-010	Town Permits: Sheds Permit	500.00		500.00
01-5190-015	Town Permits: HVAC	2,500.00		2,500.00
01-5190-020	Town Permits: Fence Permit	1,500.00		1,500.00
01-5190-025	Town Permits: Driveways/Sidewalk permit	100.00		100.00

01-5190-030	Town Permits: Deck Permit	3,000.00	3,000.00
01-5190-035	Town Permits: Patio permit	1,000.00	1,000.00
01-5190-045	Town Permits: Finished Basement	1,200.00	1,200.00
01-5190-050	Town Permits: New Home Permit	60,000.00	60,000.00
01-5190-055	Commercial Building Admin Fee	-	-
01-5190-060	Commercial Building Fee	-	-
01-5190-070	Town Permits: Remodel Permit	-	-
01-5190-080	Town Permits: Pools & Spas Permit	1,000.00	1,000.00
01-5190-085	Town Permits: Sign Permit	-	-
01-5190-090	Town Permits: Misc. Permit	2,000.00	2,000.00
01-5200-010	Grass Cutting Fees	500.00	500.00
01-5200-020	Rental Registration Fee	2,000.00	2,000.00
01-5210-000	Trash Collection Service	56,800.00	(56,800.00)
01-5210-010	Trash Collection Service: Late Charges -	-	-
01-5215-000	Street Lights	35,500.00	(35,500.00)
01-5215-010	Street Lights - Late Fee	-	-
01-5300-000	Park rental	1,000.00	1,000.00
01-5600-022	Community Events: Town Fair	2,000.00	2,000.00
General Fund Revenue Total		1,400,000.00	(92,300.00)
			1,307,700.00

Expenditures:

01-2130-000	Impact Fees: Fire House Impact Fees	20,000.00	20,000.00
01-6000-000	Advertising	500.00	500.00
01-6005-000	Temporary Help	3,000.00	3,000.00
01-6010-000	Accounting Audit	32,000.00	32,000.00
01-6020-000	BANK FEES PNC OPERATING ACCT	150.00	150.00
01-6020-010	BANK FEES MSA ACCT	-	-
01-6020-020	BANK FEES PAYROLL ACCOUNT	300.00	300.00
01-6020-025	PNC Credit Card Fees and Reward Credits	100.00	100.00
01-6050-000	Computer Support	15,000.00	15,000.00
01-6050-005	Software Support	20,000.00	20,000.00
01-6065-000	Townsend Neighborhood Watch	1,500.00	1,500.00
01-6070-000	DE League of Local Governmts	2,000.00	2,000.00
01-6080-000	Decorations & Repairs - Town	2,000.00	2,000.00

01-6080-020	Community Relations	1,200.00		1,200.00
01-6090-010	Community Events Expense	500.00		500.00
01-6090-021	Community Events: Movie Night	2,500.00		2,500.00
01-6090-072	Community Events Expense:Town Fair	3,000.00	(3,000.00)	-
01-6090-073	Community Events: Easter Egg Hunt	500.00		500.00
01-6090-091	Community Events: Christmas	750.00		750.00
01-6100-000	Donations	500.00		500.00
01-6105-000	Hazardous Mitigation-Outreach Campaign	-		-
01-6110-000	Elections Expense	2,000.00	(1,000.00)	1,000.00
01-6120-020	Maintenance Agreement/Excel Copier	2,600.00		2,600.00
01-6160-000	Town Insurance (General Liab & Property)	22,000.00		22,000.00
01-6170-000	Lawn Service (Town Hall Landscaping)	300.00		300.00
01-6180-010	Maintenance: Town Equipment Servicing	4,000.00		4,000.00
01-6180-020	Maintenance: Town Equipment Fuel	1,200.00		1,200.00
01-6180-030	Maintenance:Town Hall Cleaning/Pest Ctrl	5,500.00		5,500.00
01-6180-060	Park Maintenance Expense	15,000.00		15,000.00
01-6190-000	Membership Fees	350.00		350.00
01-6190-020	General Town Hall Expenses	20,000.00		20,000.00
01-6190-030	General Maintenance Bldg Expenses	15,000.00		15,000.00
01-6220-010	Office Equipment: Miscellaneous	10,000.00		10,000.00
01-6220-040	Security System @ 141 Main Street	1,000.00		1,000.00
01-6220-050	Security System @ 661 South Street	750.00		750.00
01-6230-000	Office Supplies	3,500.00		3,500.00
01-6240-000	Flowers & Gifts	500.00		500.00
01-6250-000	Police	60,000.00		60,000.00
01-6250-100	Code Red	2,500.00		2,500.00
01-6260-010	Postage & Delivery	3,000.00		3,000.00
01-6275-000	Town Merchandise	1,500.00		1,500.00
01-6280-010	Professional Fees: General Engineering	20,000.00		20,000.00
01-6280-012	Professional Fees: Electrical Inspection	-		-
01-6280-013	Professional Fees: Code Enf/Inspections	45,000.00		45,000.00
01-6280-017	Professional Fees: Lot Grading Reviews	5,000.00		5,000.00
01-6280-018	Professional Fees: New Bldg Const Review	-		-
01-6280-020	Professional Fees: General Legal	20,000.00		20,000.00

01-6280-030	Professional Fees: New Hire/Urgent Care	500.00		500.00
01-6280-035	Professional Fees: Grassbusters Litigate	-		-
01-6280-040	Board of Adjustment	2,000.00		2,000.00
01-6280-070	Charter/Comp Plan Fees	3,000.00		3,000.00
01-6290-020	IPA Services	2,500.00		2,500.00
01-6290-025	Refund Overpayment Property Taxes			-
01-6300-000	Municipal Street Aid	50,000.00		50,000.00
01-6320-010	Street Repairs: Maintenance	20,000.00		20,000.00
01-6320-020	Street Repairs: Snow Removal	5,000.00		5,000.00
01-6320-030	Street Repairs: Street Signs	1,200.00		1,200.00
01-6320-040	Street Repairs: Street Sweeping	500.00		500.00
01-6370-000	Training Classes	3,500.00		3,500.00
01-6380-000	Trash Collection Service - exp	192,000.00		192,000.00
01-6390-000	Travel & Entertainment	1,500.00		1,500.00
01-6390-010	Travel & Entertainment: Meals	300.00		300.00
01-6400-020	Utilities - Town Hall: Internet	2,300.00		2,300.00
01-6400-025	Utilities - Town Hall: Electric	4,000.00		4,000.00
01-6400-030	Utilities - Town Hall: Heating Fuel	1,000.00		1,000.00
01-6400-040	Utilities - Town Hall: Sewer fee	800.00		800.00
01-6400-050	Utilities - Town Hall: Telephones	3,400.00		3,400.00
01-6400-053	Utilities - Town Hall: Verizon Wireless	3,500.00		3,500.00
01-6400-060	Utilities - Town Hall: Water	1,200.00		1,200.00
01-6400-061	Utilities - Maint Bldg: Heating Fuel	1,500.00		1,500.00
01-6400-062	Utilities - Maint Bldg: Sewer	150.00		150.00
01-6560-010	Payroll: Salaries & Hourly	310,000.00		310,000.00
01-6560-015	Payroll: FICA/Medicare - Company match	25,000.00		25,000.00
01-6560-020	Payroll: Group Health Insurance	80,000.00	(35,000.00)	45,000.00
01-6560-030	Payroll: Dental Insurance	2,000.00		2,000.00
01-6560-040	Payroll: SIMPLE IRA	7,000.00		7,000.00
01-6560-050	Payroll: Companion Life Insurance	6,500.00		6,500.00
01-6560-060	Payroll: Workers Compensation Insurance	4,000.00		4,000.00
01-6560-070	PAYROLL: VISION	150.00		150.00
01-6560-080	Payroll: AFLAC	100.00		100.00
01-6560-090	Payroll: Salaries & Hourly - Christmas B	5,000.00		5,000.00

01-6560-600	Payroll: Payroll Taxes	5,000.00	5,000.00
01-6560-650	Payroll: Payroll/Check Processing	3,000.00	3,000.00
01-6560-700	Payroll: Mileage Reimbursement	2,100.00	2,100.00
01-6600-010	Street Lights: 400 Main Street	350.00	350.00
01-6600-020	Street Lights: Townsend Village I	19,000.00	19,000.00
01-6600-030	Street Lights: TVII East (Karins Blvd)	34,000.00	34,000.00
01-6600-040	Street Lights: TVII West (W Founds St)	2,500.00	2,500.00
01-6600-050	Street Lights: Old Town	13,000.00	13,000.00
01-6600-060	Street Lights: Townsend Str(BrookBramble)	12,000.00	12,000.00
01-6700-000	Miscellaneous Expense	75,000.00	44,700.00
01-6901-000	Vehicle Expenses	17,850.00	17,850.00
01-7005-030	Capital Expenses	110,400.00	87,400.00
	General Fund Expenditure Total	1,400,000.00	1,307,700.00

Revenue Account Range: First

to Last

Include Non-Anticipated: Yes

Expend Account Range: First

to Last

Include Nor

Print Zero YTD Activity: No

2020 As Of: 03/31/20