

TOWN OF TOWNSEND				
FY23 BUDGET				
Account Description	General Fund FY23 Proposed	Police FY23 Proposed	ARPA FY23 Proposed	Total
General Fund Revenues:				
Total Administrative Revenues	1,065,100.00	15,200.00	-	
Total Permits & Licenses Revenues	371,800.00	-	-	
Total Grant Revenues	107,400.00	-	790,800.00	
Total Park & Recreation Revenues	2,500.00	-	-	
General Fund Revenue Total	1,546,800.00	15,200.00	790,800.00	2,352,800.00
	General Fund FY23 Proposed	Police FY23 Proposed	ARPA FY23 Proposed	Total
General Fund Expenditures:				
Total Administrative Expenditures	512,100.00	53,300.00	3,200.00	
Total Park Expenditures	28,900.00	-	-	
Total Code & Planning Expenditures	123,000.00	-	-	
Total Street Expenditures	76,000.00	-	-	
Total Salary Expenditures	530,600.00	196,900.00	-	
Total Capital Expenditures	24,200.00	17,000.00	787,600.00	
General Fund Expenditure Total	1,294,800.00	267,200.00	790,800.00	2,352,800.00

TOWN OF TOWNSEND			
FY23 BUDGET - General Fund			
Account Description	2022 Budgeted	FY23 Proposed	
General Fund Revenues:			
Impact Fees: Fire House Impact Fees	22,500.00	22,500.00	Estimated 30 lots sold
Franchise Fees	22,000.00	22,000.00	
Interest Income	18,000.00	18,000.00	
Property Transfer Taxes	300,000.00	345,000.00	Includes 30 lots for Woods at Hidden Creek
Real Estate Property Tax	646,000.00	655,400.00	
Grass Cutting Fees	300.00	600.00	
Rental Registration Fee	1,600.00	1,600.00	Based on 28 rentals
Total Administrative Revenues	1,010,400.00	1,065,100.00	
Impact Fees: General Impact Fees	66,000.00	66,000.00	Estimated 30 lots sold
Impact Fees: Roadway Impact Fees	82,500.00	82,500.00	Estimated 30 lots sold
Impact Fees: Sidewalk Impact Fee	7,500.00	7,500.00	Estimated 30 lots sold
Permits and Fees: Certificate of Occupan	4,800.00	6,000.00	
Permits and Fees: Administrative Fees	8,400.00	9,500.00	
Permits and Fees: Inspections Fees	900.00	1,500.00	
Permits and Fees: Contractors Licenses	15,000.00	19,200.00	
Permits and Fees: Business Licenses	15,000.00	20,000.00	
Permits and Fees: Review Lines & Grades	10,000.00	14,000.00	
Town Permits: Plumbing	2,200.00	6,200.00	Includes 30 lots for The Woods at Hidden Creek
Town Permits: Sheds Permit	1,100.00	200.00	
Town Permits: HVAC	3,100.00	4,400.00	Includes 30 lots for The Woods at Hidden Creek
Town Permits: Fence Permit	2,200.00	2,100.00	
Town Permits: Driveways/Sidewalk permit	200.00	200.00	
Town Permits: Deck Permit	1,500.00	800.00	
Town Permits: Patio permit	1,200.00	1,200.00	
Town Permits: Finished Basement	1,200.00	1,500.00	
Town Permits: New Home Permit	120,000.00	120,000.00	Estimated 30 lots sold
Town Permits: Remodel Permit	500.00	1,000.00	
Town Permits: Pools & Spas Permit	1,575.00	2,000.00	
Town Permits: Misc. Permit	6,400.00	6,000.00	
Total Permits & Licenses Revenues	353,575.00	371,800.00	
Grants Revenue	516,400.00	50,000.00	Stormwater study
Municipal Street Aid Grant	57,700.00	57,400.00	
Total Grant Revenues	574,100.00	107,400.00	

TOWN OF TOWNSEND			
FY23 BUDGET - General Fund			
Account Description	2022 Budgeted	FY23 Proposed	
Park rental	500.00	500.00	
Town Fair Donation	1,000.00	1,000.00	
Community Events: Town Fair Vendor Fees	1,500.00	1,000.00	
Total Park & Recreation Revenues	3,000.00	2,500.00	
General Fund Revenue Total	1,941,075.00	1,546,800.00	
General Fund Expenditures:			
Impact Fees: Fire House Impact Fees	22,500.00	22,500.00	Estimated 30 lots sold
Advertising	300.00	300.00	
Accounting Audit	25,000.00	25,000.00	
Computer Support	9,800.00	10,000.00	Includes SSD
Software Support	18,200.00	21,000.00	Includes Edmunds, Municode, Adobe and Microsoft licenses
DE League of Local Governments	2,500.00	2,500.00	
Decorations & Repairs - Town	2,000.00	1,000.00	
Community Relations	1,200.00	1,000.00	
Townsend Wildlife Habitat & Historic Preservation	100.00	200.00	
Elections Expense	1,500.00	1,000.00	
Maintenance Agreement	2,600.00	2,100.00	
Town Insurance (General Liab & Property)	20,000.00	20,000.00	
Lawn Service (Town Hall Landscaping)	300.00	100.00	
Maintenance: Town Equipment Servicing	1,000.00	1,000.00	
Maintenance:Town Hall Cleaning/Pest Ctrl	3,500.00	3,000.00	
Membership Fees	1,200.00	400.00	IIMC & Middletown Chamber of Commerce
General Town Hall Expenses	10,000.00	10,000.00	Includes new steel door for Town Hall
Office Equipment: Miscellaneous	3,000.00	2,000.00	
Security System @ 141 Main Street	1,000.00	400.00	
Security System @ 661 South St	1,000.00	600.00	
Office Supplies	3,500.00	2,800.00	
Flowers & Gifts	500.00	300.00	
DSP Extra Duty Patrol	60,000.00	25,000.00	1 day/week of extra duty- \$1,600/month plus holiday coverage
Code Red	2,500.00	2,600.00	
Postage & Delivery	2,000.00	3,000.00	

TOWN OF TOWNSEND			
FY23 BUDGET - General Fund			
Account Description	2022 Budgeted	FY23 Proposed	
Town Merchandise/Uniforms	2,000.00	300.00	
Board of Adjustment	2,000.00	1,500.00	
Charter/Comp Plan Fees	2,000.00	500.00	
IPA Services	1,000.00	1,000.00	Institute of Public Administration
Professional Fees: General Legal	20,000.00	30,000.00	
Professional Fees: New Hire/Urgent Care	500.00	500.00	
Training Classes	3,500.00	1,000.00	
Travel & Entertainment	2,000.00	1,000.00	
Travel & Entertainment: Meals	500.00	500.00	
Trash Collection Service - exp	212,000.00	212,000.00	Based it on 850 units @ \$20.74/unit. As of March we were charged for 834 units. Rounded up for budgeting purposes
Utilities - Town Hall: Internet	1,800.00	1,800.00	
Utilities - Town Hall: Electric	2,500.00	2,100.00	
Utilities - Town Hall: Heating Fuel	1,900.00	1,900.00	
Utilities - Town Hall: Sewer fee	200.00	200.00	
Utilities - Town Hall: Telephones	3,400.00	3,400.00	
Utilities - Town Hall: Verizon Wireless	2,800.00	2,800.00	
Utilities - Town Hall: Water	900.00	900.00	
Street Lights: 400 Main Street	300.00	300.00	
Street Lights: Townsend Village I	20,400.00	20,000.00	
Street Lights: TVII East (Karins Blvd)	43,200.00	42,000.00	
Street Lights: TVII West (W Founds St)	3,600.00	3,600.00	
Street Lights: Old Town	14,400.00	14,000.00	
Street Lights:Townsend Stn(BrookBramble)	13,200.00	13,000.00	
Total Administrative Expenditures	589,675.00	512,100.00	
Maintenance: Town Equipment Fuel	1,200.00	5,000.00	
Park Maintenance Expense	10,000.00	20,000.00	
Community Events Expense	-	500.00	
Community Events Expense:Town Fair	3,000.00	3,000.00	
Community Events: Christmas	100.00	400.00	
Total Park Expenditures	16,700.00	28,900.00	
Professional Fees: General Engineering	20,000.00	32,000.00	
Professional Fees: Studies	44,100.00	50,000.00	Stormwater study - use MSA funds
Professional Fees: Code Enf/Inspections	45,000.00	36,000.00	
Professional Fees: Lot Grading Reviews	10,000.00	5,000.00	
Total Code & Planning Expenditures	119,100.00	123,000.00	

TOWN OF TOWNSEND			
FY23 BUDGET - General Fund			
Account Description	2022 Budgeted	FY23 Proposed	
Street Repairs: Maintenance	65,000.00	58,000.00	
Street Repairs: Snow Removal	8,000.00	15,000.00	
Street Repairs: Street Signs	3,000.00	3,000.00	Stop signs to be replaced
Total Street Expenditures	76,500.00	76,000.00	
Payroll: Salaries & Hourly	514,351.00	419,400.00	Includes current staff (TM, FO, Maint, PW Supervisor, Admin, PT Admin)/council plus Town Clerk (\$42k), PT Code Official (\$46,800) and PT admin (\$30,200) plus 3% salary increase for current FT staff
Payroll: FICA/Medicare - Company match	41,600.00	30,000.00	7.60%
Payroll: Group Health Insurance	54,800.00	47,900.00	Based on current staff plus 2 additional employees (75%)
Payroll: Dental Insurance	5,200.00	2,700.00	Based on current staff plus 2 additional employees (75%)
Payroll: Simple IRA	20,400.00	6,200.00	Based on current staff plus 2 additional employees
Payroll: Companion Life Insurance	7,400.00	6,000.00	Based on current staff plus 2 additional employees
Payroll: Workers Compensation Insurance	2,500.00	3,000.00	
Payroll: Vision	900.00	700.00	Based on current staff plus 2 additional employees (75%)
Payroll: Salaries & Hourly - Christmas B	4,000.00	4,000.00	
Payroll: Payroll Taxes	3,000.00	7,400.00	1.80%
Payroll: Payroll/Check Processing	3,000.00	2,800.00	
Payroll: Mileage Reimbursement	1,500.00	500.00	
Total Salary Expenditures	661,651.00	530,600.00	
Capital Expenses	477,949.00	24,200.00	
Total Capital Expenditures	477,949.00	24,200.00	
General Fund Expenditure Total	1,941,575.00	1,294,800.00	

TOWN OF TOWNSEND

FY23 POLICE BUDGET

Account ID	Account Description	FY23 Proposed	
	Revenues:		
01-5060-000	Fines - Police	6,000.00	
	Police Pension - State Reimbursement	9,200.00	
	Total Police Revenues	15,200.00	
	Expenditures:		
	Training Classes	4,000.00	
	Office Supplies	2,100.00	
	Cleaning /Supplies	2,400.00	Added monthly cleaning services
	Community Relations	-	
	Advertising	-	
	Memberships	300.00	
	Fuel	20,000.00	2 PD vehicles including 1 take home vehicle for Chief
	Prisoner Meals	100.00	
	Miscellaneous Expenses	200.00	
	DUI Blood Draws	100.00	
	Postage	100.00	
	Printing	400.00	
	Repairs & Maintenance - Vehicle	4,000.00	
	Repairs & Maintenance - Building	2,400.00	
	Repairs & Maintenance - Equipment	2,000.00	
	Utilities: Police - Telephones	2,000.00	
	Utilities -Police: Cell Phones	1,000.00	
	Utilities - Police: Heating Fuel	2,800.00	
	Utilities - Police: Sewer	200.00	

TOWN OF TOWNSEND

FY23 POLICE BUDGET

Account ID	Account Description	FY23 Proposed	
	Utilities - Police: Water	300.00	
	Utilities - Police: Electric	1,000.00	
	Uniforms	7,900.00	
	Occupational Health	-	
	Total Administrative Expenditures	53,300.00	
	Payroll: Salaries & Hourly	132,300.00	Salary for Police Chief plus one additional officer (\$55k) plus 3% salary increase for current full-time staff
	Payroll: Overtime	5,000.00	
	Payroll: FICA/Medicare - Company match	10,000.00	
	Payroll: Group Health Insurance	20,400.00	
	Payroll: Dental Insurance	2,400.00	
	Payroll: Companion Life Insurance	3,400.00	
	Payroll: Workers Compensation Insurance	500.00	
	Payroll: Vision	400.00	
	Payroll: Holiday Bonus/Luncheon	1,700.00	
	Payroll: Payroll Taxes	2,400.00	
	Payroll: Payroll/Check Processing	200.00	
	Payroll: Pension	18,200.00	
	Total Salary Expenditures	196,900.00	
	Capital Expenses	17,000.00	To be determined
	Total Capital Expenditures	17,000.00	
	Total Police Expenditures	267,200.00	

TOWN OF TOWNSEND
FY23 Special Revenue Fund BUDGET

FY23 Proposed

Revenues:

Grants Revenue - ARPA	790,800.00
Special Revenue Fund Revenue Total	790,800.00

Expenditures:

Fees for Legal Council	3,200.00
Capital Expenses - ARPA	787,600.00
Special Revenue Fund Expense Total	790,800.00