

ORDINANCE #2025-01
AN ORDINANCE MAKING APPROPRIATIONS AND ADOPTING
THE OPERATING BUDGET FOR THE TOWN OF NEW MARKET
FOR THE FISCAL YEAR ENDING JUNE 30, 2026

SECTION I: BE IT ENACTED by the Mayor and Council of the Town of New Market that, in accordance with the Charter of New Market and the Public laws of Maryland relating to the budget procedure, the several amounts herein specified, or so much thereof as shall be sufficient to accomplish the purposes designated, are hereby appropriated and authorized to be disbursed for salaries, wages, technical and special fees, materials and all other expenses for the Town of New Market, for the fiscal year beginning July 1, 2025, and ending June 30, 2026, which is attached hereto and incorporated herein.

SECTION II: BE IT FURTHER ENACTED that for the coming fiscal year, the tax rate for real property is hereby set at twelve cents (\$0.12) per one hundred (\$100) assessment as certified by Frederick County for real property. The tax rate for operating property of all public utilities and incorporated businesses is set at forty-five (\$0.45) per one hundred dollars (\$100) inventory valuation as certified by the state Department of Assessments and Taxation for operating property and for the personal property of non-incorporated and incorporated businesses at forty-five (\$0.45) per one hundred dollars (\$100) inventory valuation as certified by the State Department of Assessments and Taxation, and the Collector of Taxes is hereby authorized and directed to collect from the owners of all such property within the taxable limits of the Town of New Market these taxes for 2024-2025 at the said rates; this being the amount necessary, in the judgment of the Mayor and Council of New Market, to enable the town government to pay all municipal debts, obligations, and expenses of the Town of New Market which will become due and payable during the fiscal year 2025-2026.

SECTION III: BE IT FURTHER ENACTED that any real property owner who reaches the age of 65 during the 2025-2026 fiscal year is eligible for a \$100 tax refund. This refund will be calculated according to the prorated period of property ownership during the 2025-2026 fiscal year. This refund applies to only one owner per property. Refunds will only be disbursed to the property owners or trusts whose trustee has reached the age of 65 years, as certified by the State Department of Assessments & Taxation. Refunds will be disbursed in the name of all property owners or the trusts of properties, regardless of age. This refund is not limited to the number of properties owned. All taxes must be paid in full before the tax refund is disbursed. Application for rebate must be submitted by June 30, 2026. Corporately held, and partnership properties do not qualify for a refund.

SECTION IV: BE IT FURTHER ENACTED that the real property and the public utility taxes provided in Sections II and III shall be due and payable on the first day of July and shall be overdue and in arrears on the first day of the following November. They shall bear interest while in arrears at the rate of one centum for each month or fraction of a month until paid.

SECTION V: BE IT FURTHER ENACTED that the treasurer be required to present a quarterly financial report within forty-five (45) days after the end of the quarters ending September 30, December 31, March 31, and June 30 of each year.

SECTION VI: BE IT FURTHER ENACTED that the fees for all permit applications in the Town of New Market be the same as the present level for the 2025-2026 year, except as amended from time to time.

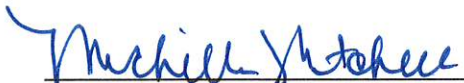
SECTION VII: BE IT FURTHER ENACTED that a contingency fund in the amount of unappropriated balance be established for use at the discretion of the Mayor and Council for any emergency in the Town, unanticipated expenses, and for the future municipal needs such as land purchase, building purchase, water system, etc. To the extent unused each year, this fund will be allowed to grow annually.

SECTION VIII: AND BE IT FURTHER ENACTED that this ordinance shall take effect on July 1, 2025.

Passed by the Mayor and Council of New Market on 12th day of June 2025. The foregoing ordinance was posted as required by law.

APPROVED this 12th day of June 2025.

ATTEST:

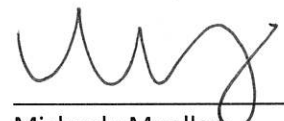

Michelle Mitchell, Clerk to Council

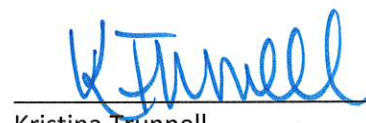
MAYOR & COUNCIL OF NEW MARKET

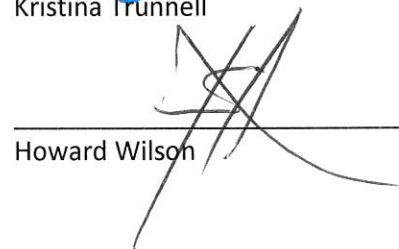

Winslow F. Burhans, III, Mayor


Kevin DeLany


Nicole Moravy


Michaela Mueller


Kristina Trunnell


Howard Wilson

**Operating Budget for the Town of New Market
For the Fiscal Year Ending June 30, 2026**

Anticipated Revenues

A. Taxes - Local			
1	Local Property Taxes		
a.	Real Property	347,594	
b.	Railroad & Public Utilities	16,000	
c.	Business Corporations (Incorporated)	12,000	
d.	Personal Property (Unincorporated)	300	\$375,894
2	Local Income Tax	640,800	
3	Admission & Amusement Taxes	90,000	
			\$1,106,694
B. Licenses and Permits			
1	Trader's Licenses	1,300	
2	Town Business Licenses	1,400	
3	New Construction Permit Fees	13,500	
4	Renovation Zoning & HDC Fees	6,800	
5	Façade Grant Application Fees	50	
6	Cable TV Franchise Fees	13,524	
			\$36,574
C. Intergovernmental			
1	Federal	70,100	
2	State		
a.	Highway User Revenue (HUR)	138,012	
b.	Capital Grant - State Grants	292,999	
c.	Capital Grant - Project Open Space (POS) Grants	437,948	
d.	Maryland Main Street - DHCD/CLG Grant - Façade Improvement Program	36,500	\$905,459
3	County		
a.	County Tax Equity Program	187,641	
b.	Bank Shares	73	\$187,714
			\$1,163,273
D. Service charges for Current Services			
1	Zoning & Subdivision Admin Fees	14,000	
			\$14,000
E. Fines and Forfeitures			
1	School Zone Speed Safety Program	475,000	
			\$475,000
F. Miscellaneous Revenue			
1	Interest & Dividends	259,465	
2	Credit Card Rewards	400	
3	Rents & Concessions	0	
4	Contributions and Donations	12,000	
			\$271,865
	Total Anticipated Revenue		\$3,067,406

**Operating Budget for the Town of New Market
For the Fiscal Year Ending June 30, 2026**

Anticipated Expenditures

A. General Government			
1	Executive - Mayoral Salary	3,800	
2	Elections	0	
3	Finance Administration		
a.	Administration Salaries	180,372	
b.	Auditing & Accounting	26,391	\$206,763
	Legal Council	22,276	
4	Planning & Zoning		
a.	Board of Zoning Appeals	850	
b.	Town Planner	30,089	
c.	Zoning Administrator/Code Enforcement Officer	28,192	
5	General Services		\$59,131
a.	General Maintenance	34,000	
b.	Municipal Utilities	7,000	
c.	Public Restroom & Municipal Building Cleaning	13,032	
d.	Public Restroom Supplies	250	
6	Other General Government		\$54,282
a.	Age 65+ Rebate	2,000	
b.	Advertising	2,000	
c.	Bank Charge Fees	650	
d.	Conferences & Continuing Education	3,000	
e.	Donations	500	
f.	Dues & Subscriptions	4,900	
g.	Employee Benefits	5,228	
h.	Engineering	45,500	
i.	Grants Administration	24,000	
j.	Insurance	5,000	
k.	Mayoral Expense Account	250	
l.	MML Meetings	250	
m.	Office Supplies, Equipment & Online Services	25,273	
n.	Postage	750	
o.	Social Security & Medicare	15,086	
p.	Telephone/Internet	3,888	
q.	Unemployment Insurance	500	
r.	Workmen's Compensation Insurance	962	\$139,736
8	Capital Improvement Projects (CIP) — General Government	<u>762,171</u>	
	Total General Government		\$1,248,159
B. Public Safety			
1	Police Protection	0	
2	Volunteer Fire Department	8,000	
3	School Zone Speed Safety Program Administration	323,644	
4	Public Safety Engineering & Installation	<u>151,356</u>	
	Total Public Safety		\$475,000
C. Public Works			
1	Highways & Streets and Stormwater Management		\$483,000
a.	Mowing	32,808	
b.	Snow & Ice Removal	27,233	
c.	Sidewalk Maintenance	3,500	
d.	Stormwater Management (SWM)	5,000	
e.	Street Lighting	6,000	
f.	Street Maintenance	35,988	
g.	Street Signage	8,800	
h.	Tree Management	5,000	\$124,329

**Operating Budget for the Town of New Market
For the Fiscal Year Ending June 30, 2026**

Public Works (continued)			
C. 2	Waste Collection		
	a. Weekly Waste Collection	131,749	
	b. Bulk Waste Collection	1,500	
	c. Town Clean-up	200	
3	Other Operating Expenses		\$133,449
	a. Town Infrastructure Monitoring	25,000	
	b. Maryland Dept of Environment (MDE-MS4) Permits	86,600	
	c. Road/Sidewalk Engineering	16,000	
	d. Public Works Maintenance	25,000	\$127,600
4	Capital Improvement Projects (CIP) — Public Works	548,169	
	Total Public Works		\$958,547
D. Recreation & Culture			
1	Parks and Recreation Maintenance and Utilities	4,000	
2	Special Events		
	a. New Market Strong 5K Event	12,000	
	b. Other Special Events (CINM, SABP, etc.) Operating Expenses	22,000	\$34,000
3	Capital Improvement Projects (CIP) — Parks & Recreation	472,713	
	Total Parks, Recreation, & Culture		\$510,713
E. Economic Development			
1	Economic Development and Main Street Revitalization	27,896	
2	Green Team Initiative	7,000	
3	New Market Civic Partnership	1,500	
4	Tap Fee Assistance Program	52,511	
5	Economic Development Grant Expenditures		
	a. DHCD/CLG Grant - Façade Improvement Expenditures	36,500	
	Total Economic Development		\$125,407
	Total Anticipated Expenditures		\$3,325,826
<u>Operating Budget Totals - Including CIP and SZSSP</u>			
	Total Anticipated Revenues		\$3,067,406
	Total Anticipated Expenditures		\$3,325,826
	Unappropriated Reserve (with CIP)		-\$258,420
	Transfer from Savings		\$258,420
	Revenue Less Expenses & Transfers		\$0
<u>Operating Budget Only Totals - no CIP and SZSSP</u>			
	Total Anticipated Revenues		\$1,861,459
	Total Anticipated Expenditures		\$1,067,773
	Unappropriated reserve (w/o CIP or SZSSP)		\$793,686
	<i>Interest & Dividends</i>		-\$259,465
	Unappropriated Reserve (w/o CIP, SZSSP, and without interest/dividends)		\$534,221
	Unassigned Fund Balance FY '24 (Page 11 - June 30, 2024 Audit Report)		\$5,468,387
	Projected Unappropriated Reserve FY25		\$826,079
	Projected Capital Outlays FY '25 prior 6/30/25		-\$28,747
	Projected Unassigned Funds Balance FY '25		\$6,265,719

**Operating Budget for the Town of New Market
For the Fiscal Year Ending June 30, 2026**

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Unassigned Fund Balance FY '22 (Page 10 - June 30, 2022 Audit Report) \$3,116,930

Projected Unappropriated Reserve FY '23 \$1,335,048

Projected Capital Outlays FY '23 prior 6/30/23 \$100,000

Projected Unassigned Funds Balance FY '24 \$4,323,231

Unassigned Fund Balance FY '23 (Page 10 - June 30, 2023 Audit Report) \$4,637,004

Projected Unappropriated Reserve FY24 (without CIP or SZSSP) \$627,726

Projected Capital Outlays FY '24 prior 6/30/24 \$0

Projected Unassigned Funds Balance FY '25 \$5,775,443