

**ORDINANCE #2019-02**  
**AN ORDINANCE MAKING APPROPRIATIONS AND ADOPTING**  
**THE OPERATING BUDGET FOR THE TOWN OF NEW MARKET**  
**FOR THE FISCAL YEAR ENDING JUNE 30, 2020**

**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 specific, 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, 2019 and ending June 30, 2020, 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 state Department of Assessments and Taxation for operating property and for the personal property of non-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 2018-2019 at the said rates; this being the amount necessary, in the judgement 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 2019-2020.

**SECTION III: BE IT FURTHER ENACTED** that any real property owner who reaches the age of 65 during the 2019-2020 fiscal year is eligible for a \$100 tax refund. This refund will be calculated according pro-rated period of property ownership during the 2018-2019 fiscal year. This refund applies to only one owner per property. Refund will only be disbursed to the property owners as certified by the State Department of Assessments & Taxation. Refund will be disbursed in the name of all property owners of qualified properties regardless of age. This refund is not limited to the number of properties owned. All taxes must be paid in full before tax refund disbursed. Corporately held and partnership properties do not qualify for 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 2019-2020 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. This fund to the extent unused each year will be allowed to grow annually.

**SECTION VIII: AND BE IT FURTHER ENACTED** that this ordinance shall take effect on July 1, 2019.

Passed by the Mayor and Council of New Market on 13<sup>th</sup> day of June, 2019. The foregoing ordinance was posted as required by law.

APPROVED this 13<sup>th</sup> day of June, 2019.


ATTEST:

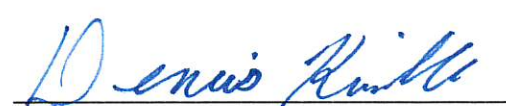
  
Karen Durbin, Clerk to Council

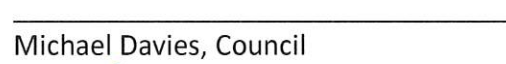
MAYOR & COUNCIL OF NEW MARKET

  
Winslow F. Burhans, III, Mayor

  
Lawrence Romanell, Council

  
Shane Rossman, Council

  
Dennis Kimble, Council

  
Michael Davies, Council

  
Scott Robertson, Council

**Anticipated Revenues****FY20 Budget****Grants****County Grants**

Frederick County Main Street Cooperative Fund	23,064
TRIPP Advertising Grant	7,900

**State Grants****DHCD - Operating Assistance Grants (OAG)**

Main Street Improvement Program (MIP)	
Main Street Maryland (MSM) Program Operating Support	22,400
Main Street Events Promotion Services	
Ad Campaign Development	3,600
TRIPP Advertising Grant Match	4,000
Town Website Development	20,000

**DHCD - Technical Assistance Grants (TAG)**

NM Town Zoning Code Revision, Façade Program Design Services & Old Town Hall Repurposing Plans	
Old Town Hall Repurposing	6,000
On-Call Façade Design Professional	5,000
Town Zoning Code Revisions	20,000
Maryland Heritage Areas Authority Grant (MHAA) - Visitors Experience Plan (VEP)	6,895
Preservation Maryland 2019 Heritage Fund - Visitors Experience Plan (VEP)	4,500

\$123,359

**Intergovernmental**

County-City Tax Equity Program	109,162
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\$109,162

**Licenses & Permits**

Cable TV Fees	12,000
Town Business Licenses	1,100
Traders Licenses	1,600

\$14,700

**Local Taxes**

Admission & Amusement Taxes	90,000
Bank Shares	73
Business Corporations (Incorporated)	15,000
Income Tax	298,596
Personal Property (Unincorporated Business)	550
Railroad & Public Utilities	10,000
Real Property	250,447

\$664,666

**Miscellaneous Revenue**

Interest & Dividends	44,238
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\$44,238

**Service charges**

New Construction Permit Fees	3,600
Renovation Zoning & HDC Fees	6,000
Sale of Maps and Publications	0
Subdivision Admin Fees	1,650

\$11,250

**State Shared Taxes**

Governor's Transportation Grant	0
Highways	63,988

\$63,988

**Total Anticipated Revenue \$1,031,363**

**Anticipated Expenditures****General Administration**

Age 65 Rebate	2,000	
Advertising	2,000	
Annual Town Dinner	2,200	
Auditing & Accounting	15,925	
Bank Charge Fees	209	
Board of Zoning Appeals	850	
Clerk Salaries (Clerk to Council, Clerk-Treasurer, Main Street Coordinator)	109,302	
Conferences & Continuing Education	750	
Donations	500	
Dues & Subscriptions	3,200	
Engineering	27,500	
General Maintenance Labor	1,500	
General Maintenance Supplies	1,500	
Green Team Initiative	2,000	
Insurance	3,500	
Legal Council	16,000	
Mayoral Expense Account	250	
Mayoral Salary	3,800	
MML Meeting	350	
Municipal Building Utilities	7,900	
New Market Civic Partnership	2,000	
Office Supplies, Equipment & Online Services	12,265	
Postage	750	
Public Restroom & Municipal Building Cleaning	11,700	
Public Restroom Supplies	250	
Social Security & Medicare	9,548	
Telephone	2,220	
Town Planner	20,500	
Unemployment Insurance	150	
Workmen's Compensation	1,150	
Zoning Administrator/Code Enforcement Officer	12,000	
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		\$273,769

**Grants****County Grants**

Frederick County Main Street Cooperative Fund	0
TRIPP Advertising Grant	11,900

**State Grants****DHCD - Operating Assistance Grants (OAG)**

Main Street Improvement Program (MIP)	
Main Street Maryland (MSM) Program Operating Support	0
Main Street Events Promotion Services	
Ad Campaign Development	3,600
TRIPP Advertising Grant Match	0
Town Website Development	20,000

**Anticipated Expenditures - Continued****Grants - Continued*****DHCD - Technical Assistance Grants (TAG)***

NM Town Zoning Code Revision, Façade Program Design Services & Old Town Hall Repurposing Plans		
<i>Old Town Hall Repurposing</i>	6,000	
<i>On-Call Façade Design Professional</i>	5,000	
<i>Town Zoning Code Revisions</i>	20,000	
Maryland Heritage Areas Authority Grant (MHAA) - <i>Visitors Experience Plan (VEP)</i>	13,790	
Preservation Maryland 2019 Heritage Fund - <i>Visitors Experience Plan (VEP)</i>	0	
DNR/CP&P Community Park Playground -- Demo & Sign Only	5,200	
DNR/Project Open Space - Sign for LOUYAA/RO Path	200	
	<hr/>	\$85,690

**Public Safety**

Police Protection	0	
Volunteer Fire Department	6,500	
	<hr/>	\$6,500

**Public Works**

Mowing	18,520	
Sidewalk Maintenance	1,000	
Snow & Ice Removal	25,048	
Stormwater Maintenance	5,000	
Street/Park Lighting		
Maintenance	1,000	
Utilities	7,000	
Street Maintenance	12,500	
Street Signage	1,000	
Town Clean-Up	250	
Tree Management	4,000	
Waste Collection	120,044	
	<hr/>	\$195,362

**Recreation & Culture**

Parks & Recreation	4,000	
Special Events	7,880	
	<hr/>	\$11,880

**Total Anticipated Expenditures** \$573,201

**Unappropriated Reserve** \$458,162

**Unassigned Fund Balance FY '18 (Page 10 - June 30, 2018 Audit Report)** \$2,093,676

**Projected Unappropriated Reserve FY '19** \$393,646

**Projected Capital Outlays FY '19** \$452,555

**Projected Unassigned Funds Balance FY '20** \$2,492,929