

The Town of Upper Marlboro
Annual Operating Budget

Revenues				
	FY 22 Budget	FY23 Budget	Notes	
		Taxes		
Commercial Real Estate	\$ 189,540	\$ 207,745	<i>(\$0.56 rate)</i>	
Residential Real Estate	\$ 194,339	\$ 211,360	<i>(\$0.34) Rate</i>	
Personal Property	\$ 70,000	\$ 47,435	<i>(\$0.53 rate)</i>	
Public Utilities	\$ 650,000	\$ 588,000	<i>Now \$2.10 rate (was \$1.75 rate)</i>	
Income Taxes	\$ 180,000	\$ 345,000	<i>State Projected income taxes</i>	
Entertainment Tax	\$ -			
Total	\$ 1,283,879	\$ 1,399,540		
		Fines Licenses & Permits		
Franchise & Trader's License Fee	\$ 16,000	\$ 13,000		
Business Licenses	\$ 8,000	\$ 18,000		
Town Permits	\$ 1,000	\$ 1,500		
Parking Meter Payments	\$ 150,000	\$ 125,000		
Parking Fines & Penalties	\$ 35,000	\$ 30,000		
Pub/Edu/Govt Broadcasting	\$ 2,500	\$ 2,500		
Total	\$ 212,500	\$ 190,000		
		Intergovernmental		
Financial Corporation Tax	\$ 9,145	\$ 9,000	<i>Cbrown recommends \$15,000</i>	
Highway User Revenue	\$ 27,725	\$ 31,399	<i>Cbrown recommends \$25,000 because of gas tax suspension</i>	
Police State Aid	\$ 17,317	\$ 18,000		
Refuse Disposal Fee Rebate	\$ 2,000	\$ 1,500		
American Rescue Plan	\$ 325,000	\$ 190,000		
DHCD Circuit Rider Grant	\$ 5,000	\$ 50,000		
Total	\$ 386,187	\$ 299,899		
		Miscellaneous Revenue		
Town Hall Services & Rentals	\$ 2,000	\$ 2,000		
Interest Earnings	\$ 5,000	\$ 1,500	<i>Cbrown recommends \$750</i>	
Event Revenue	\$ 2,500	\$ 12,500	<i>Increased Vendor fees to \$125</i>	
Withdraw of Reserve Funds	\$ -	\$ 60,000	<i>New....</i>	
Total	\$ 9,500	\$ 76,000		
Total Revenues	\$ 1,892,066	\$ 1,965,439		

Town Operating Expenses

General Government				
	FY 22 Budget	FY23 Budget	Notes	
		Town Elected Officials		
Commissioner #1 Stipend	\$ 1,140	\$ 19,000	<i>\$3800x5</i>	
President Salary	\$ 15,000	\$ 15,000		
Elected Development & Training	\$ -	\$ 3,000	<i>Dedicated Elected Official Training</i>	
Total	\$ 16,140	\$ 37,000		
		General Government Staff Salaries		
Total	\$ 275,347	\$ 333,210		
		Consultants & Firms		

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Accounting Services Firm	\$	18,500	\$	28,000	<i>Increased to take on Finance duties</i>
Auditing Firm	\$	20,000	\$	20,000	
Government Relations	\$	36,000	\$	36,000	
Media Relations	\$	21,600	\$	14,400	<i>33% moved to Public Safety</i>
IT Firm	\$	7,200	\$	3,600	<i>1/2 moved to public safety</i>
Human Resources Services	\$	12,000	\$	11,000	<i>Increased to take on additional HR duties, 33% moved</i>
Planning/Economic Dev Firm	\$	-	\$	30,000	<i>ARPA Funded</i>
Roadway Engineering Firm	\$	-	\$	-	<i>New Firm selected 2/2022 Moved to CIP</i>
Annexation Survey, etc			\$	20,000	<i>Cost to begin next annexation</i>
Town Attorney & Legal	\$	55,000	\$	50,000	
Total	\$	170,300	\$	213,000	

Financial, Benefits, and Payroll

Payroll Processing	\$	5,000	\$	5,000	
Bank Charges & Processing Fees	\$	20,000	\$	10,000	<i>Reduced, difference moved to new line item</i>
Parking Transaction Fees	\$	-	\$	10,000	<i>New line item to better ID expenses</i>
Payroll Taxes	\$	95,000	\$	18,370	
Maryland State Retirement			\$	37,542	
Healthcare Expense			\$	18,998	
Town Insurance Policy	\$	1,500	\$	6,000	<i>33% of the \$18,000 total</i>
Life Insurance Policy	\$	12,000	\$	12,000	
Total	\$	133,500	\$	117,910	

Operating

Town Elections (Supplies & Judges)	\$	5,000	\$	2,500	
Staff Development & Training	\$	5,000	\$	3,000	<i>Reduced</i>
Printing	\$	7,500	\$	15,000	<i>Reduced</i>
Postage	\$	2,000	\$	2,000	
Supplies & Computer Equipment	\$	5,000	\$	15,000	<i>\$10K plus \$5K of ARPA</i>
Office Telephones & Cell phones	\$	6,500	\$	5,000	<i>Reduced after switching to IP based phones</i>
Town Hall Utilities & Cleaning	\$	18,000	\$	12,000	<i>33% moved to Public Safety Budget</i>
Dues	\$	-	\$	1,500	
Area Non-Profit Support	\$	20,000	\$	20,000	<i>Marlboro VFD & Food Bank</i>
Cable Access Channel	\$	-	\$	2,500	
Software Programs			\$	10,000	<i>\$1800 website, 6000 email, 900 Constant contact</i>
Other	\$	2,000	\$	2,000	
Total	\$	71,000	\$	90,500	

Town Committees & Events

Historical Committee	\$	750	\$	1,440	
CERT Team			\$	1,000	<i>first aid supplies for events & emergencies</i>
Arts Council	\$	750	\$	-	<i>no by-laws or budget request</i>
Green Team	\$	750	\$	1,940	
Events Committee	\$	5,000	\$	4,950	
Marlboro Day	\$	5,750	\$	5,570	
Old Crain Hwy Centennial			\$	3,400	
Happy Leaf Festival			\$	3,400	
Trunk or Treat	\$	2,000	\$	1,940	
Winter Holiday			\$	1,940	
Town Government Events	\$	500	\$	2,910	
Total	\$	15,500	\$	28,490	

Total Expense Gen Gov	\$	681,787	\$	820,110	42%
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Public Safety

	FY 22 Budget	FY23 Budget	Notes
Total	\$	341,638	Public Safety Staff Salaries \$ 421,754

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Public Safety Operating

Uniforms	\$	3,000	\$	7,000	<i>Reduced</i>
Recruitment/Background	\$	1,000	\$	4,000	<i>No new hires planned, cut in half</i>
Duty Equipment	\$	5,000	\$	5,000	
Training & Development	\$	1,500	\$	2,000	
Mobile Technology	\$	4,500	\$	11,000	
Insurance	\$	5,000	\$	6,000	
Office Supplies	\$	3,000	\$	3,000	
Computer Software & Support	\$	1,500	\$	2,000	
Payroll Taxes	\$	-	\$	18,361	
Maryland State Retirement	\$	-	\$	13,540	
Healthcare Expenses	\$	-	\$	19,000	
Vehicle Maintenance & Repairs	\$	4,500	\$	10,000	<i>Merged Fuel into line item</i>
Community Events	\$	500	\$	1,500	
Police Station Utilities & Cleaning	\$	-	\$	6,000	<i>New Line item to reflect 33% of Town Hall utilities</i>
Police IT Support			\$	3,600	<i>New Line item to reflect 33% of Gen Gov IT</i>
Consultants & Firms	\$	-	\$	12,600	<i>New Line item to reflect 33% HR & Media Firm</i>
Parking Meter Maintenance			\$	3,000	
Public Relations	\$	500	\$	1,000	
Other	\$	1,500	\$	2,000	
Total	\$	31,500	\$	130,601	

Parking & Code Enforcement

Vehicle Maintenance				
Parking Meter Maintenance				
Equipment				
Total	\$	-	\$	-

Total Expense Public Safety	\$	373,138	\$	552,355	28%
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Public Works

	FY 22 Budget	FY23 Budget	Notes
Total	\$ 193,251	\$ 259,990	

Public Works Operating

Uniforms	\$	1,500	\$	3,000	<i>Reduced</i>
Tools & Equipment	\$	2,500	\$	6,000	
Staff Training & Dues	\$	1,500	\$	4,800	
DPW Cellular Device Service	\$	600	\$	2,000	<i>New Foreman cell phone & 4G Internet Connection</i>
Insurance	\$	6,500	\$	6,000	
Office Supplies	\$	1,000	\$	1,500	
Computer Software & Support	\$	500	\$	1,000	
Payroll Taxes	\$	-	\$	18,361	
Maryland State Retirement	\$	-	\$	6,500	
Healthcare Expenses	\$	-	\$	52,593	
Vehicle Repairs & Maintenance	\$	4,000	\$	9,500	<i>Consolidated fuel line item</i>
Street & Sidewalk Maintenance	\$	3,000	\$	3,500	
Streetlight Electricity	\$	22,000	\$	22,000	
Road Salt & Weather Events	\$	3,000	\$	4,500	
Public Works Garage Utilities	\$	3,500	\$	3,500	
Maintenance & Beautification	\$	10,000	\$	15,000	<i>Includes winter décor</i>
Mosquito Control	\$	1,500	\$	1,610	<i>Updated figures from MDA</i>
Other	\$	1,500	\$	2,000	
Total	\$	62,600	\$	163,364	

Refuse Collection

Residential Trash Collection	\$	45,000	\$	47,000	<i>County increased tipping fees</i>
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Residential Recycling Collection	\$	1,200	\$	9,500
Bulk & Yard Waste Disposal Fees	\$	5,500	\$	4,500
Total	\$	51,700	\$	61,000

Total Expense Public Works	\$	307,551	\$	484,354	25%
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Transfer to CIP Fund	\$	200,000	\$	108,610	6%
Transfer into Reserves	\$	-	\$	-	

Total Operating Expense	\$	1,562,476	\$	1,965,429	100%
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Total Revenues	\$	1,892,066	\$	1,965,439
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Difference	\$	329,590	\$	10
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