



2021 Preliminary Budget Ordinance Hearing

CONCORD TOWNSHIP

A magnifying glass is positioned over a budget spreadsheet. The spreadsheet has columns and rows with numerical values. Some cells are highlighted in blue. The text 'Actual' and 'Budgeted' are visible in blue headers. Numerical values include 105.00, 60.00, 286.88, 100.00, 100.00, 500.00, 150.00, 0.00, 8,900.00, and 100.00. The background is a dark gradient.

Budget Overview & Process

The goal of the township budget process is to evaluate the needs and objectives of the township and to determine the feasibility of the township's capacity to allocate revenues sufficiently to meet those needs and objectives. The budget also serves as a comprehensive document to facilitate transparency to the township residents of the costs of providing public services.

This work begins over the summer months with staff evaluations and includes a comprehensive look at our current projections for the year-end 2020, current Township operations, levels of service, capital planning, a review of financial policy targets for fund balance, and the availability of resources. After evaluation and revisions by staff, a preliminary budget is developed in October that outlines operating and long-range capital planning as per the budget requirements in the Township's Home Rule Charter.

The following slides presented are to highlight the Township's major expenditures and revenue sources in the various allocated funds.

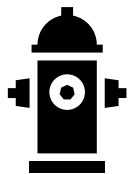
Key Aspects of 2021 Proposed Budget

- Due to the County Reassessment, the budget proposes a **Tax Millage Rate Reduction by 45% to 0.530 Mills.**
- The proposal includes a **General Fund Budget of \$4,343,805** (reduction of 1% from 2020).
- The proposed **Capital Plan** includes **over \$3.6million dollars in Grant Funding for Projects.**
- The proposed **Sewer Capital Plan** includes **over \$3million dollars in New Infrastructure Projects** to older neighborhoods.
- The Township **Open Space Tax Reserve Fund** includes **over \$2million dollars for open space purchases.**

Real Estate Millage 2021



Due to the County's Reassessment, the Township proposes to reduce the millage rate by approximately 45%



The Fire Hydrant portion of the tax bill is reduced further by 53%, which is due to the reassessment and new properties to be assessed for hydrant service as a result of new installations

Governmental Fund Receiving Tax Monies	2020 Millage Rates	2021 Proposed Millage Rates	% Decrease from 2020
General Fund:			
General Purposes	0.294	0.162	45%
Fire Protection	0.172	0.095	45%
Library Fund	0.117	0.065	45%
Fire Hydrant Fund	0.133	0.063	53%
Open Space Reserve Fund	0.265	0.145	45%
TOTAL REAL ESTATE TAX MILLAGE			
With Hydrant	0.981	0.530	46%
Without Hydrant	0.848	0.467	45%

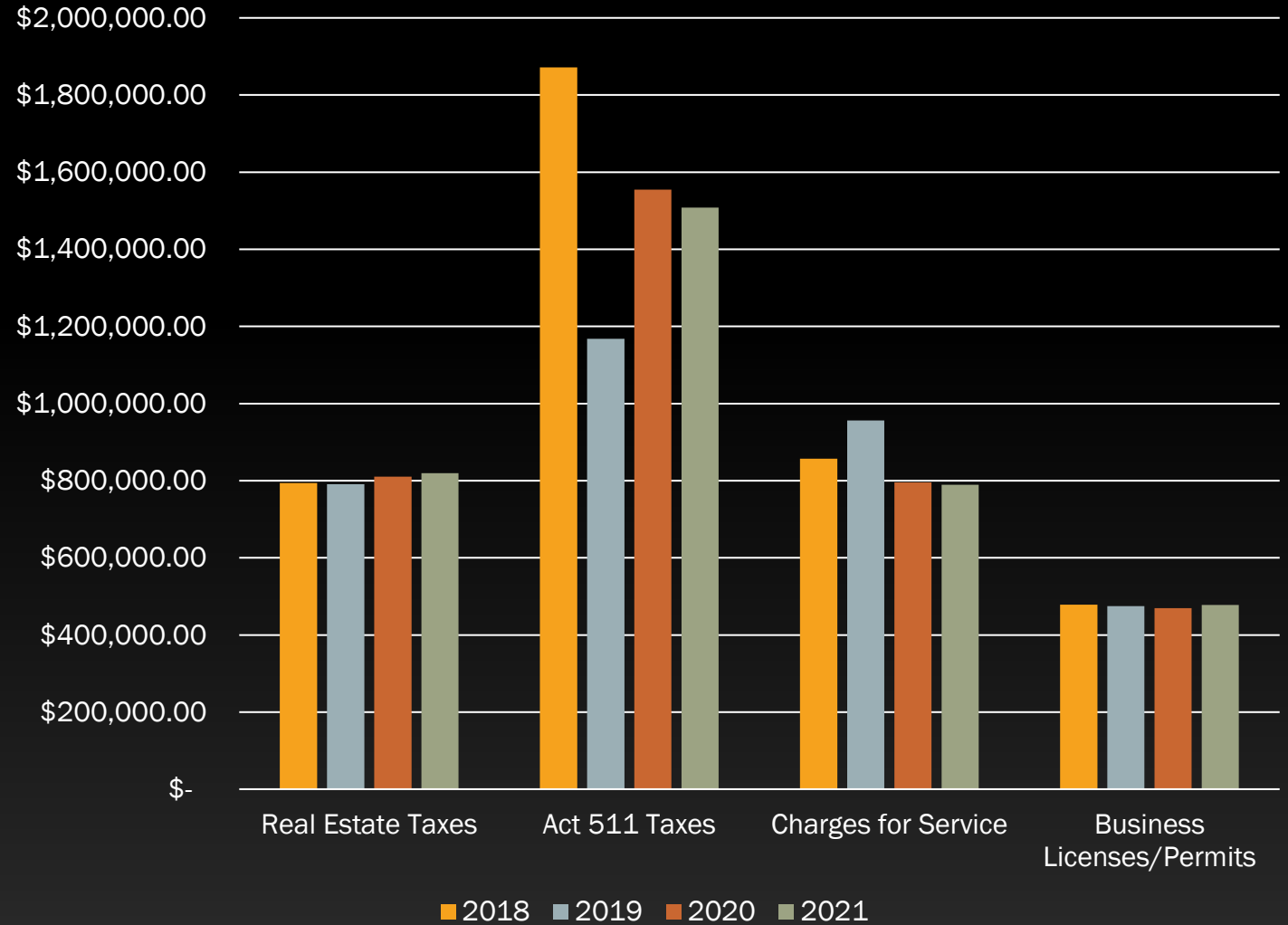
Governmental Funds & Fund Balances

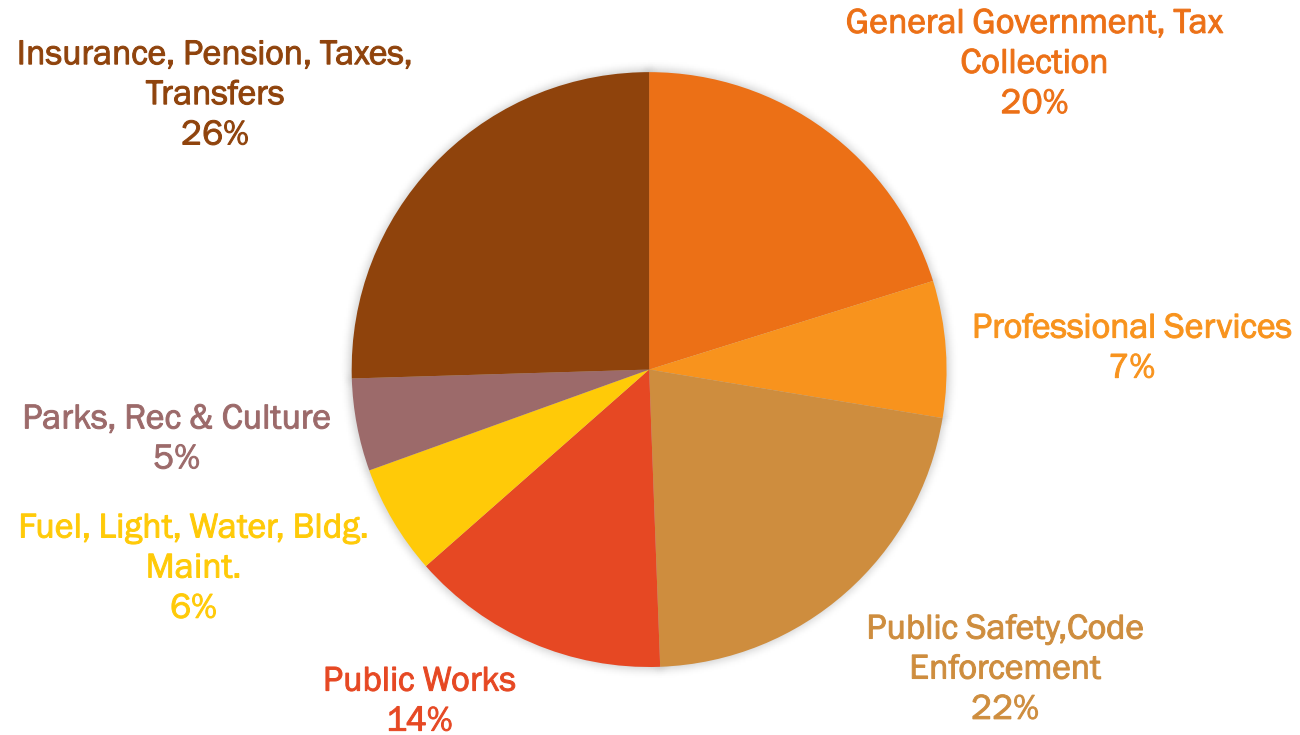
**TOTAL
Proposed
Budget
\$15,194,535**

Governmental Funds	2021 Proposed Expenditures	Year End Balances *Anticipated 12/31/2020
General Fund:	\$ 4,343,805	\$ 2,600,000
Special Revenue Funds:		
Fire Hydrant Fund	\$ 189,375	\$ 195,000
Library Tax Fund	\$ 203,620	\$ 25,000
Highway Aid Fund	\$ 600,000	\$ 230,000
Tree Fund	\$ 230,000	\$ 400,000
Open Space Reserve Tax Fund	\$ 3,001,200	\$ 3,100,000
Capital Project Funds:		
Capital Reserve Fund	\$ 5,584,275	\$ 8,100,000
Open Space Fund (Fee-in-Lieu)	\$ 98,800	\$ 1,200,000
Debt Service Funds:		
Sinking Fund (2016 Bond Series)	\$ 745,575	\$ 95
Sinking Fund (2015 Note Series)	\$ 197,885	\$ 467
TOTAL:	\$ 15,194,535	\$ 15,850,562

Top Revenue Sources

General Fund





General Fund Proposed Expenditures \$4,343,805

This fund is the main operating fund and includes expenses for personnel, general administrative, tax collection, buildings and codes, public works, road paving/maintenance, building maintenance, capital construction, professional services, snow removal, code enforcement, fire services, engineering, zoning, public safety, animal control, Township owned property maintenance, insurance, parks and trails maintenance, etc.

2021 Preliminary Sewer Budget

The Township's Sewer funds include \$8,350,667 in total proposed expenditures for 2021.

These Proprietary Funds are held separately to account for business like activities, i.e. the sewer fund sells goods and services to the public for a fee.

The Sewer Department serves over 2,500 residential customers and over 190 commercial customers. This Department maintains:

- 63 miles of sewer lines
- 1.8 MGD plant
- .0635 MGD plant
- 15 pump stations
- 6 privately owned pump stations

Sewer Funds	2021 Proposed Expenditures
Sewer Operating Fund	\$ 3, 885,616
Capital Funds:	
Sewer Capital Project Fund	\$ 3,037,228
Sewer Collection Expansion Phase 2	\$ 528,000
Sewer Collection Expansion Phase 3	\$ 800,000
Debt Service Funds:	
Sinking Fund (2015 A Note Series)	\$ 99,823
TOTAL	\$ 8,350,667

CAPITAL PLANNING

2021-2025

Capital Planning is integral to a healthy financial picture for the Township. Maintaining high-quality infrastructure is essential to the economic vitality and quality of life of our community.

The Township's capital plan is a forward-looking process to help Council ensure that the Township can adequately fund the important infrastructure necessary for the health, safety and welfare of our residents. Fortunately, Concord Township not only has a robust fund balance, but it has also been successful in receiving millions of dollars in grant funding, which is particularly important when planning for capital improvements.

The proposed Five-Year Capital Plan reflects over \$32million dollars in expenditures which includes funding for new sewer infrastructure, upgrades to existing sewer infrastructure, roadway improvements, stormwater management planning, technological and building upgrades, traffic signal and intersection improvements, historic preservation of Township owned buildings, the purchasing/maintaining of vehicles and heavy equipment, and trail design and construction.

CAPITAL EXPENDITURES (>\$100,000)		2021	2022	2023	2024	2025
Project #	Township Project Name					
1	Trail & Park Improvements/Construction (2021 Projects: Octorara, Trail Study, Bush Hill Farm Master Plan, Smithbridge Park/Phipps Farm Master Plan, Open Space Update)	\$ 791,000.00	1,000,000.00	\$ 500,000.00	\$ 200,000.00	\$ 200,000.00
2	Traffic Signal/Intersection Improvements (2021 Projects: CMAQ Grant Naamans Creek & 202 for dual lefts, CMAQ/HSIP Smithbridge Corridor Project, ARLE State Farm & Balt Pike)	\$ 3,333,275.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00
3	Hazard Mitigation Projects/MS4- Pollution Reduction Plan Projects	\$ 100,000.00	\$ 150,000.00	\$ 175,000.00	\$ 175,000.00	\$ 175,000.00
4	Capital Equipment (2021: PW Vehicle, etc.)	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00
5	Municipal Owned Buildings Maintenance (2021: Twp Campus Signage Plan, Public Water Extension, Twp Bldg. Pointing, Parking Lot Seal Coating and Striping, Landscape Master Plan, Historic Preservation Projects, Community Center Interior Finishing)	\$ 725,000.00	\$ 500,000.00	\$ 500,000.00	\$ 500,000.00	\$ 500,000.00
6	Land Conservation/Acquisition	\$ 2,500,000.00	\$ 1,000,000.00	\$ 1,000,000.00	\$ 500,000.00	\$ 500,000.00
7	Road Program (2021: Still evaluating - TBD)	\$ 750,000.00	\$ 750,000.00	\$ 750,000.00	\$ 750,000.00	\$ 750,000.00
TOWNSHIP TOTAL		\$ 8,299,275.00	\$ 3,600,000.00	\$ 3,125,000.00	\$ 2,325,000.00	\$ 2,325,000.00
Project #	Sewer Project Name					
8	Sewer New Infrastructure Projects (2021: Smithbridge Estates, Penns Grant I&II, Concord Rd North, Beaver Valley Extension, Cambridge Downs, Clayton Park, Smithbridge Conchester Area / 2022: Governor Markham, Hemlock-Glenview / 2023: Riviera PS Conversion, Vernon-Cross Keys Area, Cambridge Downs, Clayton Park,	\$ 2,793,228.00	\$ 1,793,939.00	\$ 1,800,000.00	\$ 2,356,750.00	\$ 4,322,051.00
9	Sewer Capital Equipment (2021: EQ Pumps & controller, Headworks Main Plant, Scada System, UV System, manholes, Chemical Bldg.)	\$ 1,200,000.00	\$ 300,000.00	\$ 300,000.00	\$ 300,000.00	\$ 300,000.00
SEWER TOTAL		\$ 3,993,228.00	\$ 2,093,939.00	\$ 2,100,000.00	\$ 2,656,750.00	\$ 4,622,051.00
FUNDING SOURCES						
Project #	Expense Fund					
1-5,7	Twp Capital Reserve Fund (Dedicated Revenue to Offset Expenses from Fund)	\$ 1,673,950.00	\$ 1,500,000.00	\$ 2,225,000.00	\$ 1,675,000.00	\$ 1,675,000.00
1,2	Grant Funding	\$ 3,622,025.00	\$ 900,000.00	\$ 300,000.00	\$ 50,000.00	\$ 50,000.00
6	Open Space Reserve Fund (Tax Fund)	\$ 2,253,300.00	\$ -	\$ -	\$ -	\$ -
1	Open Space Fund (Fee-in-Lieu)	\$ 50,000.00	\$ 600,000.00	\$ -	\$ -	\$ -
1,5	Tree Fund	\$ 100,000.00				
7	Highway Aid Fund (Supplemented by State Liquid Fuels Revenue)	\$ 600,000.00	\$ 600,000.00	\$ 600,000.00	\$ 600,000.00	\$ 600,000.00
TOWNSHIP TOTAL		\$ 8,299,275.00	\$ 3,600,000.00	\$ 3,125,000.00	\$ 2,325,000.00	\$ 2,325,000.00
Project #	Expense Fund					
8,9	Sewer Capital Reserve Fund (Dedicated Revenue to Offset Expenses from Fund)	\$ 2,643,228.00	\$ 2,093,939.00	\$ 2,100,000.00	\$ 2,656,750.00	\$ 4,622,051.00
8	Sewer Collection Expansion Fund 2015 A Series Note (Smithbridge Estates)	\$ 550,000.00	\$ -	\$ -	\$ -	\$ -
8	Sewer Collection Expansion Fund 2016 Bond Series (Penns Grant I&II)	\$ 800,000.00	\$ -	\$ -	\$ -	\$ -
SEWER TOTAL		\$ 3,993,228.00	\$ 2,093,939.00	\$ 2,100,000.00	\$ 2,656,750.00	\$ 4,622,051.00

Note: This multiyear plan is created to assist the Township with prioritizing future capital needs while identifying the appropriate resources necessary to be earmarked. This document is considered a budgeting tool for Township Council and staff to determine and prioritize the Township's capital needs and is subject to change depending on available funding.

5 Year Capital Plan



TOWNSHIP CAPITAL PLANNING 2021 PROJECTS

Notable Capital Projects:

- Park Projects (Smithbridge Park/Phipps Farm Master Plan, Trail Enhancements, etc.)
- Land Conservation/Acquisition
- Road Program (paving and striping TBD)
- Township Campus Upgrades (parking lot enhancements, new records storage room, community center finishing's, public water/sewer extension, interior signage, landscape planning, building pointing, etc.)
- Pierce Willits & AME Church Historic Preservation Projects (painting, landscaping, fence, etc.)

Notable Grant Funded Projects (>\$3million):

- Octorara Trail Design Completion
- Smithbridge Roundabout/GVSD Project
- State Farm & Baltimore Pike Pedestrian Upgrades
- First State Trail Connector Feasibility

Project #	Sewer New Infrastructure Projects:	2021	2022	2023	2024	2025
8	Smithbridge Estates	\$ 550,000.00	\$ -	\$ -	\$ -	\$ -
8	Penns Grant I & II	\$ 927,117.00	\$ -	\$ -	\$ -	\$ -
8	Concord Road North (Twp Bldg extension)	\$ 791,111.00	\$ -	\$ -	\$ -	\$ -
8	Beaver Valley Extension	\$ 425,000.00	\$ -	\$ -	\$ -	\$ -
8	Cambridge Downs/Clayton Park/Smithbridge Conchester	\$ 100,000.00	\$ 484,580.00	\$ 1,000,000.00	\$ -	\$ -
8	Riviera PS Conversion	\$ -	\$ -	\$ 700,000.00	\$ 2,000,000.00	\$ -
8	Vernon & Cross Keys	\$ -	\$ -	\$ 100,000.00	\$ 356,750.00	\$ -
8	Governor Markham	\$ -	\$ 690,200.00		\$ -	
8	Hemlock-Glenview	\$ -	\$ 619,159.00		\$ -	
8	Willits Way	\$ -	\$ -		\$ -	\$ 4,322,051.00
TOTALS:		\$ 2,793,228.00	\$ 1,793,939.00	\$ 1,800,000.00	\$ 2,356,750.00	\$ 4,322,051.00

SEWER CAPITAL PLANNING

New Infrastructure plans include \$2.8 million for 2021.

\$1.2 million planned for upgrades to Capital Equipment in 2021.



Further Discussion Points

Fire Hydrant Tax

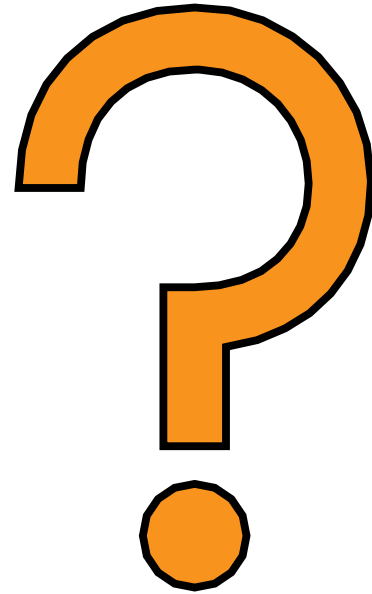
-Anticipated YE Fund Balance \$195,000

Financial Items Unknown

- Insurance Renewals
- 2021 Real Estate Assessment
- Various Contract Renewal Costs
- 2021 COVID Impacts

Balance Transfers/Operating Acct Balances

-In December we will provide Council with suggested transfers, if applicable, to meet Fund Balance Policy



THANK YOU!
ANY QUESTIONS?