



**TOWN OF BOONSBORO**  
**FISCAL YEAR 2014**  
**GENERAL FUND OPERATING BUDGET**

**REVENUES**

	FY2012 BUDGET	FY2013 BUDGET	FY2014 APPROVED
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**TAXES**

Real Property <span style="float: right;">CY Rate 0.3497</span>	927,821	942,610	950,141
Personal Property - Incorporated	45,000	50,000	50,000
Personal Property - Unincorporated	1,000	1,500	1,500
Penalties & Interest	3,500	4,000	4,000
Less Discounts & Abatements	-10,000	-10,000	-11,000
<b>TOTAL LOCAL PROPERTY TAX &amp; INTEREST</b>	<b>967,321</b>	<b>988,110</b>	<b>994,641</b>

**LICENSES & PERMITS**

Licenses & Permit - Trader	3,500	3,500	3,500
Alcohol & Beverage	200	200	1,000
<b>TOTAL LICENSES &amp; PERMITS</b>	<b>3,700</b>	<b>3,700</b>	<b>4,500</b>

**PLANNING & ZONING**

Building Permits	4,500	4,500	4,500
Town Permits	300	500	700
Zoning Use Permits	450	450	600
Legal Notices	300	300	700
BZA-Variances-Exceptions	450	450	600
Development Review Fees	1,000	1,000	3,000
Technology Fee	200	300	450
Developer Engineering Review Fees	2,000	2,000	3,000
<b>TOTAL PLANNING &amp; ZONING</b>	<b>9,200</b>	<b>9,500</b>	<b>13,550</b>

**GRANTS & SHARE TAXES**

State Shared Income Tax	215,000	215,000	290,000
Admissions & Amusement Tax	6,000	6,000	6,000
MD State Aid for Police Protection	15,000	15,873	25,926
State Shared Highway User Revenues	45,096	29,617	100,175
Grant - Project Open Space	0	31,500	73,500
Rev. of Lieu of Bank Share	950	950	950
Parking Fees	800	800	800
Elderly Housing Contribution	4,000	4,000	4,000
Hotel/Motel Tax Share*	22,500	22,500	28,000
Curbside Recycling Grant		30,000	
<b>TOTAL GRANTS &amp; SHARED TAX</b>	<b>309,346</b>	<b>356,240</b>	<b>529,351</b>

<b>SANITATION CHARGE: (\$15/home/qtr)</b>	1,211	1,213	1,204
Sanitation Charges	72,680	72,780	72,240
<b>TOTAL SANITATION CHARGES</b>	<b>72,680</b>	<b>72,780</b>	<b>72,240</b>

**OTHER REVENUE**

Interest & Dividends	4,500	4,500	6,000
Park/Rental Income	10,000	10,000	10,000
Cable Television Fees	18,000	19,500	19,500
Notes Receivable	17,400	15,562	6,480
Miscellaneous Income	500	500	500
<b>TOTAL OTHER REVENUES</b>	<b>50,400</b>	<b>50,062</b>	<b>42,480</b>
<b>TOTAL ALL REVENUES</b>	<b>1,412,647</b>	<b>1,480,392</b>	<b>1,656,762</b>

**EXPENSES****MAYOR & COUNCIL**

	FY2012	FY2013	FY2014 APPROVED
Mayor Salary	3,600	3,600	3,600
Council Salary	7,200	7,200	7,200
Contributions/Donations	1,000	1,000	1,000
MML Dues	3,000	3,100	3,100
MD Mayor Dues	75	0	0
MML Meetings	1,000	1,000	1,000
Convention Expense	1,500	1,500	1,500
<b>TOTAL MAYOR &amp; COUNCIL</b>	<b>17,375</b>	<b>17,400</b>	<b>17,400</b>

**ADMINISTRATION**

Salaries - Administration	62,810	64,135	66,100
Treasurer	1,000	1,000	1,000
Training	100	100	100
Advertising	1,500	1,500	1,500
Postage	3,000	3,000	3,000
Office Supplies	1,500	1,500	2,000
Office Equipment	500	500	500
Office Equipment Maintenance	4,000	4,000	4,000
Telephone	4,000	4,500	4,500
<b>TOTAL ADMINISTRATION</b>	<b>78,410</b>	<b>80,235</b>	<b>82,700</b>

**ELECTIONS**

Operating Expenses	300	0	300
<b>TOTAL ELECTIONS</b>	<b>300</b>	<b>0</b>	<b>300</b>

**LEGAL & AUDIT**

Attorney Fees	10,000	10,000	10,000
Audit Services	7,150	7,000	7,000
Retirement Administration	750	750	750
<b>TOTAL LEGAL &amp; AUDIT</b>	<b>17,900</b>	<b>17,750</b>	<b>17,750</b>

**PLANNING & ZONING**

Salaries-Planning & Zoning	49,580	50,578	52,100
P&Z Meeting Expense	1,200	1,200	1,200
P&Z Supplies	1,000	1,000	1,000
Legal Notices	1,200	1,200	1,500
Bldg Permits-County (75%)	3,375	3,375	3,375
P&Z Miscellaneous	1,500	1,500	1,500
Developer Engineering Review Fees	2,000	2,000	3,000
GIS Implementation	0	0	2,500
<b>TOTAL PLANNING &amp; ZONING</b>	<b>59,855</b>	<b>60,853</b>	<b>66,175</b>

**ENGINEERING**

Engineering Fees	2,000	2,000	4,500
<b>TOTAL ENGINEERING</b>	<b>2,000</b>	<b>2,000</b>	<b>4,500</b>

**ECONOMIC DEVELOPMENT COMMISSION**

Meetings	250	250	250
Contests	350	350	250
Sponsorships-Business Support	0	0	500
Revitalization Support	2,000	2,000	2,000
<b>TOTAL EDC</b>	<b>2,600</b>	<b>2,600</b>	<b>3,000</b>

ENVIRONMENTAL COMMISSION (NEW)	FY2012	FY2013	FY2014 APPROVED
Meetings	0	0	1,200
Special Projects(stream, Solar, Sust MD)	0	0	7,000
Miscellaneous Expenses	0	0	800
Public Education	0	0	1,000
<b>Total Environmental</b>	<b>0</b>	<b>0</b>	<b>10,000</b>

#### PUBLIC SAFETY

Public Safety Comm-Meeting Expense	700	700	700
Other P/S Expenses	0	0	0
Night Out Program	1,000	1,000	1,250
Ambulance Service Contribution	17,000	18,000	19,000
Fire Department Contribution	17,000	18,000	19,000
Fire Hydrants	11,200	11,200	11,200
<b>TOTAL POLICE &amp; PUBLIC SAFETY</b>	<b>46,900</b>	<b>48,900</b>	<b>51,150</b>

#### PUBLIC WORKS

Salaries for Public Utilities	76,410	82,626	111,500
OverTime for Public Utilities	1,000	1,000	1,000
Part-Time Grounds Maintenance Employee	8,640	0	0
Uniforms	2,000	2,000	2,200
Cell Phones	1,200	1,500	1,700

#### HIGHWAY & STREETS

Vehicle Maintenance & Repair	8,000	8,000	8,000
Vehicle Gas	10,000	11,500	11,500
Equipment Maintenance & Repair	7,000	7,000	7,000
Small Equipment Expense	1,000	1,000	2,200
Supplies & Materials	1,500	1,500	2,000
Street Maintenance & Repairs	10,000	10,000	10,000
Snow Removal	10,000	10,000	10,000
Street Lighting	65,000	65,000	65,000
Street Cleaning	3,500	3,500	3,500
Yard Debris Lot	7,000	7,000	9,000
<b>TOTAL HIGHWAY &amp; STREETS</b>	<b>212,250</b>	<b>211,626</b>	<b>244,600</b>

#### SANITATION

Sanitation/Recycling	178,800	212,477	172,983
<b>TOTAL SANITATION</b>	<b>178,800</b>	<b>212,477</b>	<b>172,983</b>

#### MUNICIPAL BUILDINGS AND GROUNDS

Maintenance Buildings	10,000	10,000	12,000
Maintenance Grounds	31,000	31,000	30,000
Heating	12,000	12,000	10,000
Electric	15,000	15,000	10,000
<b>TOTAL BUILDINGS AND GROUNDS</b>	<b>68,000</b>	<b>68,000</b>	<b>62,000</b>

#### PARKS, RECREATION AND EVENTS

Park Facilities Maintenance	5,000	7,000	9,000
Park Grounds Maintenance	13,000	13,000	13,000
Park Equipment	1,500	1,500	1,500
Park Board Meetings	770	770	770

#### EVENTS

Green Fest	1,000	1,000	1,000
Concerts	1,000	1,000	1,000
Fishing Derby	1,000	1,000	1,000
Independence Day Event	5,500	5,500	6,000
Old Tyme Cmas	2,000	2,000	2,000
Wagon Train Event	300	300	300
Miscellaneous Park Events	250	250	250
<b>TOTAL PARKS, RECREATION &amp; EVENTS</b>	<b>31,320</b>	<b>33,320</b>	<b>35,820</b>

MUNICIPAL POLICE DEPARTMENT	FY2012	FY2013	FY2014 APPROVED
Salaries for Police Dept	171,630	172,097	174,822
Overtime for Police Officers	1,000	1,500	1,500
Police Equipment	8,000	9,000	13,000
Police Supplies	2,000	2,000	2,000
Police Telephone	1,500	1,500	1,500
Police Cell Phones	1,800	1,900	1,900
Police Building Maint-Utilities	7,500	8,500	8,500
Police Uniforms	1,500	2,000	3,000
Police Training	500	750	1,500
Police Vehicle Maintenance	6,000	6,000	6,000
Police Vehicle Gas	15,600	17,500	18,000
K-9 Expense	1,000	1,000	1,000
Police Capital Expense	35,000	0	0
<b>TOTAL MUNICIPAL POLICE DEPT</b>	<b>253,030</b>	<b>223,747</b>	<b>232,722</b>

#### NON-DEPARTMENTAL EXPENSES

Property & Liability Insurance	16,200	13,400	13,400
Payroll Taxes & FICA	32,000	35,000	35,000
Employee Pension	27,000	27,000	29,400
Health/Life/STD Insurance	73,900	73,900	100,000
Workers Comp. Insurance	12,000	13,900	15,200
Banquet/Christmas Expenses	1,000	2,000	3,000
Contingency Fund	7,307	25,374	60,252
<b>TOTAL NON-DEPARTMENTAL EXPENSES</b>	<b>169,407</b>	<b>190,574</b>	<b>256,252</b>

#### LONG TERM CAPITAL IMPROVEMENTS

Street, drainage and overlay programs	100,000	0	100,000
Town Hall Exterior Rehabilitation	30,000	80,000	
National Road Heritage Museum			15,000
<b>TOTAL LONG TERM CAP IMPROVEMENT</b>	<b>130,000</b>	<b>80,000</b>	<b>115,000</b>

#### CAPITAL IMPROVEMENTS

Town Facility Energy Audit			5,000
2014 Police Vehicle			40,000
Computer & Software Upgrades	5,000		10,000
Replacement Tractor w/ Bucket			21,500
Welcome & Event Signage		10,000	17,000
Meeting Recording System		5,000	
Utility Truck w/ Plow (1/2 GF-1/2 WF)	19,000		
Town Tree Trimming/Maintenance		10,000	
Street Signage Replacement Project		10,000	
Cmas Decoration Replacement/Additions		5,000	
<b>TOTAL CAPITAL IMPROVEMENTS</b>	<b>24,000</b>	<b>40,000</b>	<b>93,500</b>

#### DEBT SERVICE

New Park Development Loan Payment	105,000	175,410	175,410
Mortgage wellhead protection property	15,500	15,500	15,500
<b>TOTAL DEBT SERVICE</b>	<b>120,500</b>	<b>190,910</b>	<b>190,910</b>

<b>TOTAL ALL EXPENSES</b>	<b>1,412,647</b>	<b>1,480,392</b>	<b>1,656,762</b>
<b>TOTAL REVENUES</b>	<b>1,412,647</b>	<b>1,480,392</b>	<b>1,656,762</b>

<b>EXCESS REVENUES OVER EXPENSES</b>	<b>0</b>	<b>0</b>	<b>0</b>
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