

## GENERAL FUND BUDGET

FISCAL YEAR 2014

JUNE 5, 2014

## TOWN OF BOONSBORO

FISCAL YEAR 2014

## GENERAL FUND OPERATING BUDGET



## REVENUES

FY2012 FY2013 FY2014 FY2015

## TAXES

Real Property <b>CY Rate 0.3497</b>	927,821	942,610	<b>950,141</b>	958,921
Personal Property - Incorporated	45,000	50,000	50,000	60,000
Personal Property - Unincorporated	1,000	1,500	1,500	1,500
Penalties & Interest	3,500	4,000	4,000	4,500
Less Discounts & Abatements	-10,000	-10,000	-11,000	-13,500
<b>TOTAL LOCAL PROPERTY TAX &amp; INTEREST</b>	<b>967,321</b>	<b>988,110</b>	<b>994,641</b>	<b>1,011,421</b>

## LICENSES &amp; PERMITS

Licenses & Permit - Trader	3,500	3,500	3,500	2000
Alcohol & Beverage	200	200	1,000	1000
<b>TOTAL LICENSES &amp; PERMITS</b>	<b>3,700</b>	<b>3,700</b>	<b>4,500</b>	<b>3,000</b>

## PLANNING &amp; ZONING

Building Permits	4,500	4,500	4,500	10000	20 homes
Town Permits	300	500	700	700	
Zoning Use Permits	450	450	600	700	
Legal Notices	300	300	700	900	
BZA-Variances-Exceptions	450	450	600	750	
Development Review Fees	1,000	1,000	3,000	3000	
Technology Fee	200	300	450	500	
Developer Engineering Review Fees	2,000	2,000	3,000	2000	
<b>TOTAL PLANNING &amp; ZONING</b>	<b>9,200</b>	<b>9,500</b>	<b>13,550</b>	<b>18,550</b>	

## GRANTS &amp; SHARE TAXES

State Shared Income Tax	215,000	215,000	290,000	250000
Admissions & Amusement Tax	6,000	6,000	6,000	6000
MD State Aid for Police Protection	15,000	15,873	25,926	28579
State Shared Highway User Revenues	45,096	29,617	100,175	103337
Grant - Project Open Space	0	31,500	73,500	73500
Rev. of Lieu of Bank Share	950	950	950	950
DNR TreeMendous Grant				5000
Parking Fees	800	800	800	300
Elderly Housing Contribution	4,000	4,000	4,000	4000
Hotel/Motel Tax Share	22,500	22,500	28,000	27500
Curbside Recycling Grant		30,000		0
Maryland Heritage Trust				26000
<b>TOTAL GRANTS &amp; SHARED TAX</b>	<b>309,346</b>	<b>356,240</b>	<b>529,351</b>	<b>525,166</b>

## SANITATION CHARGES

1,211 1,213 1,204 1,204

Sanitation Charges (\$15/home per quarter)	72,680	72,780	72,240	72240
<b>TOTAL SANITATION CHARGES</b>	<b>72,680</b>	<b>72,780</b>	<b>72,240</b>	<b>72,240</b>

## OTHER REVENUE

Interest & Dividends	4,500	4,500	6,000	15000
Park/Rental Income	10,000	10,000	10,000	8000
Cable Television Fees	18,000	19,500	19,500	21000
Notes Receivable	17,400	15,562	6,480	0
Miscellaneous Income	500	500	500	0
<b>TOTAL OTHER REVENUES</b>	<b>50,400</b>	<b>50,062</b>	<b>42,480</b>	<b>44,000</b>

<b>Prior Year Reserves Avail for Current Year Expenses</b>				<b>140,500</b>
<b>TOTAL ALL REVENUES</b>	<b>1,412,647</b>	<b>1,480,392</b>	<b>1,656,762</b>	<b>1,814,877</b>

(35k for SHA, 79500 for CIP, 26000 Hotel/Motel)

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**EXPENSES**

**MAYOR & COUNCIL**

	<b>FY2012</b>	<b>FY2013</b>	<b>FY2014</b>	<b>FY2015</b>
Mayor Salary	3,600	3,600	3,600	3600
Council Salary	7,200	7,200	7,200	7200
Contributions/Donations	1,000	1,000	1,000	1000
MML Dues	3,000	3,100	3,100	3200
MD Mayor Dues	75	0	0	0
MML Meetings	1,000	1,000	1,000	1000
Convention Expense	1,500	1,500	1,500	1500
<b>TOTAL MAYOR &amp; COUNCIL</b>	<b>17,375</b>	<b>17,400</b>	<b>17,400</b>	<b>17,500</b>

**ADMINISTRATION**

Salaries - Administration	62,810	64,135	66,100	74045
Treasurer	1,000	1,000	1,000	1000
Training	100	100	100	100
Advertising	1,500	1,500	1,500	1500
Postage	3,000	3,000	3,000	3000
Office Supplies	1,500	1,500	2,000	2200
Office Equipment	500	500	500	750
Office Equipment Maintenance	4,000	4,000	4,000	4000
Telephone	4,000	4,500	4,500	4500
<b>TOTAL ADMINISTRATION</b>	<b>78,410</b>	<b>80,235</b>	<b>82,700</b>	<b>91,095</b>

**ELECTIONS**

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

**LEGAL & AUDIT**

Attorney Fees	10,000	10,000	10,000	10000
Audit Services	7,150	7,000	7,000	7000
Retirement Administration	750	750	750	750
<b>TOTAL LEGAL &amp; AUDIT</b>	<b>17,900</b>	<b>17,750</b>	<b>17,750</b>	<b>17,750</b>

**PLANNING, ZONING & ENGINEERING**

Salaries-Planning, Zoning & Engineering	49,580	50,578	52,100	34700
P&Z Meeting Expense	1,200	1,200	1,200	1000
Planning, Zoning & Engineering Supplies	1,000	1,000	1,000	1000
Legal Notices	1,200	1,200	1,500	1200
Bldg Permits-County (75%)	3,375	3,375	3,375	6570
Planning, Zoning & Engineering Miscellaneous	1,500	1,500	1,500	700
Developer Engineering Review Fees	2,000	2,000	3,000	2000
<b>GIS Implementation</b>	<b>0</b>	<b>0</b>	<b>2,500</b>	<b>6000</b>
<b>TOTAL PLANNING, ZONING, &amp; ENGINEERING</b>	<b>59,855</b>	<b>60,853</b>	<b>66,175</b>	<b>53,170</b>

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**ENGINEERING**

Engineering Fees	2,000	2,000	4,500	2500
<b>TOTAL ENGINEERING</b>	<b>2,000</b>	<b>2,000</b>	<b>4,500</b>	<b>2,500</b>

**ECONOMIC DEVELOPMENT COMMISSION**

Meetings	250	250	250	1000	
Contests	350	350	250	0	
Sponsorships-Business Support	0	0	500	3050	
Revitalization Support	2,000	2,000	2,000	32900	MHT 26000
MML Main Street				1100	
<b>TOTAL EDC</b>	<b>2,600</b>	<b>2,600</b>	<b>3,000</b>	<b>38,050</b>	

**ENVIRONMENTAL COMMISSION**

Meetings	0	0	1,200	1200
Special Projects(stream, Solar, Sust MD)	0	0	7,000	7000
Miscellaneous Expenses	0	0	800	800
Public Education	0	0	1,000	1000
<b>Total Environmental</b>	<b>0</b>	<b>0</b>	<b>10,000</b>	<b>10,000</b>

**PUBLIC SAFETY**

Public Safety Comm-Meeting Expense	700	700	700	700
Other P/S Expenses	0	0	0	0
Night Out Program	1,000	1,000	1,250	1250
Ambulance Service Contribution	17,000	18,000	19,000	20000
Fire Department Contribution	17,000	18,000	19,000	20000
Fire Hydrants	11,200	11,200	11,200	7000
<b>TOTAL POLICE &amp; PUBLIC SAFETY</b>	<b>46,900</b>	<b>48,900</b>	<b>51,150</b>	<b>48,950</b>

**PUBLIC WORKS**

Salaries for Public Utilities	76,410	82,626	111,500	127100
OverTime for Public Utilities	1,000	1,000	1,000	1000
Part-Time Grounds Maintenance Employee	8,640	0	0	0
Uniforms	2,000	2,000	2,200	2500
Cell Phones	1,200	1,500	1,700	2000

**HIGHWAY & STREETS**

Vehicle Maintenance & Repair	8,000	8,000	8,000	10000	Safety Lights for 2 truck
Vehicle Gas	10,000	11,500	11,500	12000	
Equipment Maintenance & Repair	7,000	7,000	7,000	7500	
Small Equipment Expense	1,000	1,000	2,200	5000	Vbox Salt Spreader
Supplies & Materials	1,500	1,500	2,000	5500	Safety Signs (SHA Apprc
Street Maintenance & Repair	10,000	10,000	10,000	10000	
Snow Removal	10,000	10,000	10,000	10000	
Street Lighting	65,000	65,000	65,000	57000	
Street Cleaning	3,500	3,500	3,500	3500	
Yard Debris Lot	7,000	7,000	9,000	9000	
<b>TOTAL HIGHWAY &amp; STREETS</b>	<b>212,250</b>	<b>211,626</b>	<b>244,600</b>	<b>262,100</b>	

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**SANITATION**

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

**MUNICIPAL BUILDINGS AND GROUNDS**

Maintenance Buildings	10,000	10,000	12,000	10000
Maintenance Grounds	31,000	31,000	30,000	25000
Heating	12,000	12,000	10,000	10000
Electric	15,000	15,000	10,000	9000
<b>TOTAL BUILDINGS AND GROUNDS</b>	<b>68,000</b>	<b>68,000</b>	<b>62,000</b>	<b>54,000</b>

**PARKS, RECREATION AND EVENTS**

Park Facilities Maintenance	5,000	7,000	9,000	9000
Park Grounds Maintenance	13,000	13,000	13,000	13000
Park Equipment	1,500	1,500	1,500	3000
Park Board Meetings	770	770	770	770

**EVENTS**

Green Fest	1,000	1,000	1,000	1000
Concerts	1,000	1,000	1,000	1500
Fishing Derby	1,000	1,000	1,000	1000
Independence Day Event	5,500	5,500	6,000	6000
Old Tyme Cmas	2,000	2,000	2,000	4000
Wagon Train Event	300	300	300	500
Miscellaneous Park Events	250	250	250	250
<b>TOTAL PARKS, RECREATION &amp; EVENTS</b>	<b>31,320</b>	<b>33,320</b>	<b>35,820</b>	<b>40,020</b>

New lights

**MUNICIPAL POLICE DEPARTMENT**

Salaries for Police Dept	171,630	172,097	174,822	231000
Overtime for Police Officers	1,000	1,500	1,500	2500
Police Equipment	8,000	9,000	13,000	9200
Police Fees (licenses, dues, web)				7500
Police Supplies	2,000	2,000	2,000	2000
Police Telephone	1,500	1,500	1,500	1500
Police Cell Phones	1,800	1,900	1,900	3000
Police Building Maint-Utilities	7,500	8,500	8,500	8000
Police Uniforms	1,500	2,000	3,000	3000
Police Training	500	750	1,500	2000
Police Vehicle Maintenance	6,000	6,000	6,000	6000
Police Vehicle Gas	15,600	17,500	18,000	18000
K-9 Expense	1,000	1,000	1,000	1000
Police Capital Expense (CIP)	35,000	0	0	
<b>TOTAL MUNICIPAL POLICE DEPT</b>	<b>253,030</b>	<b>223,747</b>	<b>232,722</b>	<b>294,700</b>

includes admin. Asst  
& 6 mos of additional  
police officer

**NON-DEPARTMENTAL EXPENSES**

Property & Liability Insurance	16,200	13,400	13,400	13400
Payroll Taxes & FICA	32,000	35,000	35,000	40000
Employee Pension	27,000	27,000	29,400	31000
Health/Life/STD Insurance	73,900	73,900	100,000	100000
Workers Comp. Insurance	12,000	13,900	15,200	13500
Banquet/Christmas Expenses	1,000	2,000	3,000	3000
Contingency Fund	7,307	25,374	<b>60,252</b>	17822
Misc				1500
<b>TOTAL NON-DEPARTMENTAL EXPENSES</b>	<b>169,407</b>	<b>190,574</b>	<b>256,252</b>	<b>220,222</b>

