

FY2023 General Fund		FY2022 YTD (5/22)	FY2021 Actual
REVENUES		REVENUES	
Taxes		Taxes	
Real Property CY Rate 0.3591	1,259,800		
Personal Property Incorporated	80,000		
Personal Property Unincorporated	4,500		
Penalties & Interest	3,500		
Less Discounts & Abatements	-3,500		
TOTAL	1,344,300	1,278,017	1,251,720
Licenses & Permits		Licenses & Permits	
Licenses & Permits - Trader	2,000		
Alcohol & Beverage	0		
TOTAL	2,000	3,502	5,938
Planning & Zoning (10% Increase)		Planning & Zoning	
Building Permits	3,300 (75% County & 25% Town)		
Town Permits	1,100		
Zoning Use Permits	330		
Legal Notices	2,200		
BZA-Variances-Exceptions	550		
Development Review Fees	5,500		
Technology Fee	770 (Add Water & Sewer Model Use Fee Itemization)		
Developer Engineering Review Fees	2,200		
TOTAL	15,950	13,238	13,280
Grants & Shared Taxes		Grants & Shared Taxes	
State Shared Income Tax (State & Local)	385,000		
Admissions & Amusement Tax	7,500		
MD State Aid for Police Protection	30,000		
Hotel/Motel Tax Share	25,000		
County Permit Excise Tax	5,000		
WC Housing Authority Payment in Lieu of Income Tax	1,800 (Schoolhouse Manor 2% Tax Rate on Rental Income)		
State Shared Highway User Revenues	175,000		
Grant #1	60,000 (Comp Plan Update & GIS - ARPA)		
Grant #2	200,000 (Shafer Park Creek Masonry Rehab & Restoration - POS)		
Grant #3	150,000 (Shafer Park Trail Extension & Amenities - CP&P)		
TOTAL	1,039,300	408,616	785,851
Sanitation Charges (1,441 Households)		Sanitation Charges (1,332 Households)	
Sanitation & Recycling Fees (\$25/Household/Quarter)	144,100		
TOTAL	144,100	104,103	135,901
		(1,360 Households)	(1,332 Households)
Other Revenues		Other Revenues	
Interest & Dividends	7,500		
Shafer Park Rental Fees	6,500		
Cable TV & Internet Franchise Fees	25,000		
Notes Receivable / Insurance Reimbursements	0		
Miscellaneous Income	10,000		
TOTAL	49,000	53,854	86,929
Total Revenues		Total Revenues	
	2,594,650	1,861,330	2,279,619

EXPENSES		EXPENSES	
	Mayor & Council		
Mayor Salary	3,600		
Council Salary	7,200		
Treasurer	1,000		
Contributions / Donations	1,000		
MML Membership Fee	4,000		
MML Meetings / Educational Stipend	8,000		
MML Convention Expense	3,000		
TOTAL	27,800	Mayor & Council	
		18,138	18,160
	Administration		
Admin Salaries	170,000		
Payroll Taxes	15,000		
Pension Payments	10,000		
Health Insurance	36,000 (13.9% Increase)		
Workers' Compensation Insurance	250		
Property & Liability Insurance	15,525		
Payroll Processing Fees	2,900		
Training / Continuing Education	7,000		
Advertising	3,000		
Postage	2,000		
Office Supplies	6,000		
Office Equipment	2,500		
Office Equipment Maintenance	8,000		
Telephone	4,500		
Christmas Luncheon & Employee Bonuses	5,000		
Town Hall Telephones Replacement	1,266		
Town Hall Network Server Replacement	1,166		
TOTAL	290,107	Administration	
		131,246	185,890
		(3/22)	
	Elections		
Admin Expenses	0	Elections	
TOTAL	0	0	813
	Legal, Accounting, & Consultation		
Attorney Fees	20,000		
Financial Audit Services	6,750		
Retirement Administration	1,800		
Accounting Support Services	8,000		
Consulting & Lobbying Services	60,000		
TOTAL	96,550	Legal & Accounting	
		18,513	28,088
	Planning, Zoning, & Engineering		
Meetings Expense	1,000		
Planning, Zoning, & Engineering Supplies	1,200		
Legal Notices	2,000		
Building Permits	3,000 (75% County / 25% Town)		
Engineering Fees	3,000		

Planing, Zoning, & Engineering Miscellaneous	500
Comprehensive Plan Update	50,000 (ARPA funded)
GIS Implementation	10,000 (ARPA funded)
TOTAL	70,700

Planning, Zoning, & Engineering
TOTAL 12,482 10,642

Economic Development Commission
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Meetings Expense	2,000
Sponsorships, Rack Cards, & Events	9,200
Revitalization Support	11,000 (Downtown Beautification Project & Banners, pending grant funds)
MML Conference	1,000
Tourism Marketing, Advertising, Consultation, & Contr	11,000
Boonsboro Town Alliance Startup & Support	2,000
TOTAL	36,200

Economic Development Commission
TOTAL 17,964 13,950

Environmental Commission

Meetings Expense	1,080
Farmers' Market	500
Special Projects	12,500 (Community Garden, pending grant funds)
Miscellaneous Expenses	0
Public Education	500
TOTAL	14,580

Environmental Commission
TOTAL 3,908 4,334

Public Safety Commission

Meetings Expense	0
National Night Out	1,250
Ambulance Company Contribution	25,000
Fire Department Contribution	25,000
Fire Hydrants	0
Special Projects	0
TOTAL	51250

Public Safety Commission
TOTAL 51,250 50,115

Public Works

PW Salaries	145,000 (5% Increase)
Overtime	20,000
Special Overtime	3,000
Payroll Taxes	10,500
Pension	8,500
Health Insurance	70,000 (13.9% Increase)
Workers' Compensation Insurance	4,525
Buildings & Equipment Insurance	3,600
Uniforms	2,000
Cell Phones	3,500
Vehicle Maintenance & Repair	7,500
Vehicle Fuel	15,000
Equipment Purchase	37,000 (New Tractor & Sweeper)
Small Equipment Expense	7,000
Supplies & Materials	7,000
Street Maintenance & Repair	50,000
Snow Removal	30,000
Snow Removal Overtime	7,000
Street Lighting Expense	60,000
Street Sweeping / Cleaning	0
Yard Debris Lot Services (Tub Grinding)	8,000
TOTAL	499,125.00

Public Works
TOTAL 251,710 301,430

Sanitation & Recycling	
Sanitation & Recycling Services	136,012
Sanitation Tipping Fees	60,000
TOTAL	196,012
Municipal Buildings & Grounds	
Buildings Maintenance	20,000
Grounds Maintenance	30,000
Heating	12,000
Electric	23,000
TOTAL	85,000
Parks Recreation, Capital Projects, & Events	
Park Facilities Maintenance	15,000
Park Grounds Maintenance	20,000
Park Equipment	3,500
Meetings Expense	960
2022 Fall Tree Giveaway	6,000
Buildings & Equipment Insurance	2,000
Concerts in the Park	4,000
Fishing Derby	1,000
Independence Day Celebration	10,000
Old Tyme Christmas	1,500
Wagon Train Event	500
Movies in the Park	3,250
Shafer Park Creek Masonry Rehab & Renovation	22,500 (10% Town Match - POS)
Shafer Park Trail Extension & Amenities	15,000 (10% Town Match - CP&P)
TOTAL	105,210
Boonsboro Police Department	
BPD Salaries	300,000 (Reduced for COPS grant)
BPD Overtime	1,500
Payroll Taxes	21,000
Pension	15,000
Health & Life Insurance	60,000
Workers' Compensation Insurance	18,000
Buildings, Vehicles, & Equipment Insurance	12,000
Police Equipment	5,000
Police Fees	8,000
Supplies	2,000
Telephone	500
Cell Phones	1,500
Heating & Electric	6,000
Police Uniforms	1,500
Police Training	2,000
Vehicle Maintenance	10,000
Vehicle Gas	15,000
Vehicle Purchase	50,000 New Vehicle?
BPD Contingency	50,000
TOTAL	579,000
Debt Service	
New Park Development Loan - 2.38% (2021)	0
Wellhead Protection Loan - 0% (2024)	15,500
Loan Interest	0

Sanitation & Recycling		
TOTAL	103,779	176,607
	(3/22)	

Municipal Buildings & Grounds		
TOTAL	39,753	74,228
	(3/22)	

Parks Recreation, Capital Projects, & Events		
TOTAL	24,054	73,127
	(3/22)	

Boonsboro Police Department		
TOTAL	351,069	497,636

Debt Service		
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TOTAL 15,500

Contingency Expenses

250,000

TOTAL 250,000

Total Expenses

2,317,034

Excess Revenues Over Expenses

277,616.00

Longterm Capital Reserves (Approx.15%)
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277,616.00

Current Year Contingency

TOTAL 100,925

188,457

Total Expenses	
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1,124,791

1,623,477

Excess Revenues Over Expenses	
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736,539.00

656,142.00

FY2023 Water Fund

FY2022 YTD (5/22)

FY2021 Actual

REVENUES

REVENUES

Operating Revenues	
Water Charges	650,000
Debt Service Fees	23,768
Admin Charges (Keedysville)	72,000
Connection Fees (User Fees)	9,550
Other Income	5,500
TOTAL	760,818

Operating Revenues	
TOTAL	590,888
	819,753

Grants & Interest Income

Grant #1	1,392,000	(Reservoir Replacement, Well Replacement, New Billing Software, Crestview Well, & AMI System - ARPA)
Grant #2	1,000,000	(Reservoir Replacement - BOCC)
Grant #3	1,000,000	(Reservoir Replacement - CDS)
Grant #4	1,000,000	(Reservoir Replacement - LBI)
Grant #5	600,000	(Reservoir Replacement & Well Replacement - ARC)
Interest Income	3,500	
TOTAL	4,995,500	

Grants & Interest Income	
TOTAL	113,800
	0

Total Revenues

5,756,318

Total Revenues

704,688

819,753

EXPENSES

EXPENSES

Administrative Expenses

Admin Salaries	90,000
Payroll Taxes	7,000
Health Insurance	30,000 (13.9% Increase)
Workers' Compensation Insurance	110
Property & Vehicle Insurance	8,000
Retirement / Pension	4,000
Telephone	6,000
Postage	3,000
Office Supplies	10,000
Meetings	1,200
Training, Certifications, & Continuing Education	1,000
Town Hall Telephones Replacement	1,266
Town Hall Network Server Replacement	1,166
Advertising	1,000
TOTAL	163,742

Administrative Expenses	
TOTAL	99,312
	131,972
	(3/12)

Legal, Accounting, & Engineering

Attorney Fees	7,000
Financial Audit Services	4,000
Engineering Services	7,000
TOTAL	18,000

Legal, Accounting, & Engineering	
TOTAL	3,375
	11,565
	(3/22)

Operating Expenses

Operating Salaries	250,000 (13.9% Increase)
Payroll Taxes	20,000
Health Insurance	85,000
Workers' Compensation Insurance	4,000
Pension	15,500 (20% Increase)
Lab Testing	4,000

Chemicals	18,000
Vehicle Expense	10,000
Electricity	60,000
Maintenance & Repairs	40,000
Major Repairs	30,000
Supplies	6,000
Uniforms	3,000
Equipment Purchase	5,000
TOTAL	550,500

Debt Service & Capital Projects	
MDE Water Filtration Plant Loan (4.9%, 2028)	11,158
MDE Alt. 40 Water Main Extension Loan #1 (2.2%, 2028)	5,150
MDE Alt. 40 Water Main Extension Loan #2 (1%, 2027)	16,254
BB&T SHA Main Street Water Line (2.1%, 2024)	0
Drinking Water Reservoir Replacement	4,100,000 (ARPA, BOCC, CDS, ARC, & LBI)
Shafer Park Well Replacement	200,000 (ARC & ARPA) (15% from Keedysville)
Advanced Metering Infrastructure	600,000 (ARPA) (20% from Keedysville)
Utility Billing Software Replacement	18,000 (ARPA) (15% from Keedysville)
TOTAL	4,950,562

Contingency Expenses	
Current Year Contingency	73,514
TOTAL	73,514

Total Expenses	
5,756,318	

Excess Revenues Over Expenses	
0	

Operating Expenses		
TOTAL	369,911	534,408
	(3/22)	

Debt Service & Capital Projects		
	178,822	94,826

Total Expenses		
	651,420	772,771

Excess Revenues Over Expenses		
	53,268	46,982

FY2023 Sewer Fund

FY2022 YTD (5/22)

FY2021 Actual

REVENUES		REVENUES	
Operating Revenues		Operating Revenues	
Sewer Charges	1,090,000 (1,441 Households)		
Bay Restoration Fee	102,000 (Add Revenues for additional HHs)		
Connection Fees (User Fees)	15,500		
TOTAL	1,207,500	874,591	1,169,712
		(1,360 Households)	(1,332 Households)
Grants & Interest Income		Grants & Interest Income	
Grant #1	575,000 (WWTP Dewatering & Billing Software - ARPA)		
Grant #2	150,000 (WWTP Dewatering - LBI)		
Grant #3	220,000 (WWTP Dewatering - ARC)		
Grant #4	35,000 (MDE Operations & Maintenance Grant)		
Interest Income	500		
TOTAL	980,500	98,500	165,642
Total Revenues		Total Revenues	
	2,188,000	973,091	1,335,354

EXPENSES		EXPENSES	
Administrative Expenses		Administrative Expenses	
Admin Salaries	60,000		
Payroll Taxes	5,000		
Pension	10,000		
Health Insurance	60,000 (13.9% Increase)		
Workers' Compensation Insurance	81		
Property Insurance	25,000		
Retirement / Pension	4,000		
Postage	2,000		
Office Supplies	7,000		
Meetings	1,200		
Training, Certifications, & Continuing Education	1,000		
Advertising	1,000		
Town Hall Telephones Replacement	1,266		
Town Hall Network Server Replacement	1,166		
Bay Restoration Fees	102,000		
TOTAL	280,713	80,506	127,787
		(3/22)	
Legal, Accounting, & Engineering		Legal, Accounting, & Engineering	
Attorney Fees	7,000		
Financial Audit Services	4,000		
Engineering Services	7,000		
TOTAL	18,000	3,771	4,671
Operating Expenses			

Operating Salaries	150,000
Payroll Taxes	15,000 13.9% Increase
Pension	12,000
Health Insurance	60,000
Workers' Compensation Insurance	3,000
Electricity	115,000
Biosolids Removal (Sludge Hauling & Treatment)	200,000
Maintenance & Repairs	55,000
Major Repairs	45,000
Lab Testing	30,000
Chemicals	40,000
Supplies	5,000
Telephone	4,000
Uniforms	2,500
Equipment Purchase	2,000
Vehicle Expense	6,000
TOTAL	744,500

Debt Service & Capital Projects	
WWTP CDA Bond Payable (3.61%, 2048)	309,238
MDE Park View Sewer Interceptor (1%, 2024)	7,930
WWTP Sludge Dewatering Facility	933,000
Utility Billing Software Replacement	12,000
TOTAL	1,262,168

Total Expenses
2,305,381

Excess Revenues Over Expenses
-117,381

Excess Revenues Over Expenses w/out Capital Projects
-152,881

Operating Expenses		
TOTAL	382,159	633,580

Debt Service & Capital Projects		
TOTAL	95,988	317,235

Total Expenses	
562,424	1,083,273

Excess Revenues Over Expenses	
410,667	252,081