

	FY2023 General Fund		FY2022 YTD (6/3)		FY2021 Actual	
	REVENUES		REVENUES			
	<b>Taxes</b>					
Real Property CV 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				
<b>TOTAL</b>		<b>1,344,300</b>	<b>Taxes</b>		<b>1,343,325</b>	<b>1,251,720</b>
	<b>Licenses &amp; Permits</b>					
Licenses & Permits - Trader		4,500				
Alcohol & Beverage		0				
<b>TOTAL</b>		<b>4,500</b>	<b>Licenses &amp; Permits</b>		<b>3,373</b>	<b>5,938</b>
	<b>Planning &amp; Zoning (10% Increase)</b>					
Building Permits (75% County & 25% Town)		3,300				
Town Permits		1,100				
Zoning Use Permits		330				
Legal Notices		2,200				
BZA-Variances-Exceptions		550				
Development Review Fees		5,500				
Water & Sewer Model Use Fee		0				
Technology Fee		770				
Developer Engineering Review Fees		2,200				
<b>TOTAL</b>		<b>15,950</b>	<b>Planning &amp; Zoning</b>		<b>15,649</b>	<b>13,280</b>
	<b>Grants &amp; Shared Taxes</b>					
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 Taxes		1,800				
State Shared Highway User Revenues		175,000				
Grant #1 (Comp Plan Update & GIS - ARPA)		60,000				
Grant #2 (Creek Masonry Rehab/Repair - POS)		202,500				
Grant #3 (Trail Extensions & Amenities - CP&P)		150,000				
<b>TOTAL</b>		<b>1,041,800</b>	<b>Grants &amp; Shared Taxes</b>		<b>3,127,994</b>	<b>785,851</b>
	<b>Sanitation Charges (1,441 Households)</b>					
Sanitation & Recycling Fees (\$25/Household/Quarter)		144,100				
<b>TOTAL</b>		<b>144,100</b>	<b>Sanitation Charges (1,332 Households)</b>		<b>104,607</b>	<b>135,901</b>
	<b>Other Revenues</b>					
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				
<b>TOTAL</b>		<b>49,000</b>	<b>Other Revenues</b>		<b>72,619</b>	<b>86,929</b>
	<b>Total Revenues</b>					
	<b>Total Revenues</b>		<b>Total Revenues</b>			

2,599,650

4,667,567

2,279,619

**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	3,000
MML Convention Expense	3,000
<b>TOTAL</b>	<b>22,800</b>

**Mayor & Council**

<b>TOTAL</b>	<b>21,083</b>	<b>18,160</b>
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**Administration**

Admin Salaries	150,000
Payroll Taxes	13,500
Pension Payments	9,550
Health Insurance (13.9% Increase)	50,000
Workers' Compensation Insurance	220
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	5,000
Telephone	4,500
Christmas Luncheon & Employee Bonuses	5,000
Town Hall Telephones Replacement	1,266
Town Hall Network Server Replacement	1,166
<b>TOTAL</b>	<b>279,127</b>

**Administration**

<b>TOTAL</b>	<b>191,045</b>	<b>261,411</b>
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**Elections**

Admin Expenses	0
<b>TOTAL</b>	<b>0</b>

**Elections**

<b>TOTAL</b>	<b>770</b>	<b>813</b>
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**Legal, Accounting, & Consultation**

Attorney Fees	20,000
Financial Audit Services	6,750
Retirement Administration	1,800
Accounting Support Services	8,000
Consulting & Lobbying Services	48,000
<b>TOTAL</b>	<b>84,550</b>

**Legal & Accounting**

<b>TOTAL</b>	<b>17,770</b>	<b>28,088</b>
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**Planning, Zoning, & Engineering**

Meetings Expense	1,000
Planning, Zoning, & Engineering Supplies	1,200
Legal Notices	2,000
Buidling Permits (75% County & 25% Town)	3,000
Engineering Fees	3,000
Planing, Zoning, & Engineering Miscellaneous	500
Comprehensive Plan Update (ARPA Funded)	50,000

GIS Implementation (ARPA Funded) 10,000  
**TOTAL 70,700**

**Economic Development Commission**

Meetings Expense 2,000  
 Sponsorships, Rack Cards, & Events 9,200  
 Downtown Beautification & Banners (Pending Grant Funds) 8,900  
 MML Conference 1,000  
 Tourism Marketing, Advertising, Consultation, & Contracts 9,000  
 Boonsboro Town Alliance Startup & Support 2,000  
**TOTAL 32,100**

**Environmental Commission**

Meetings Expense 1,080  
 Farmers' Market 500  
 Special Projects - Community Garden (Pending Grant Funds) 12,500  
 Miscellaneous Expenses 0  
 Public Education 500  
**TOTAL 14,580**

**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 51,250**

**Public Works**

PW Salaries (5% Increase) 125,000  
 Overtime 20,000  
 Special Overtime 3,000  
 Payroll Taxes 11,250  
 Pension 8,500  
 Health Insurance (13.9% Increase) 79,000  
 Workers' Compensation Insurance 5,000  
 Buildings & Equipment Insurance 3,600  
 Uniforms 2,000  
 Cell Phones 3,500  
 Vehicle Maintenance & Repair 7,500  
 Vehicle Fuel 15,000  
 Equipment Purchase (New Tractor & Sweeper) 37,000  
 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 489,350.00**

**Sanitation & Recycling**

**Planning, Zoning, & Engineering**  
**TOTAL 13,230 10,642**

**Economic Development Commission**  
**TOTAL 17,964 13,950**

**Environmental Commission**  
**TOTAL 3,909 4,334**

**Public Safety Commission**  
**TOTAL 26,212 50,115**

**Public Works**  
**TOTAL 327,276 301,430**

Sanitation & Recycling Services	136,012
Sanitation Tipping Fees	60,000
<b>TOTAL</b>	<b>196,012</b>

<b>Sanitation &amp; Recycling</b>		
<b>TOTAL</b>	<b>148,129</b>	<b>176,607</b>

<b>Municipal Buildings &amp; Grounds</b>	
Buildings Maintenance	20,000
Grounds Maintenance	30,000
Heating	12,000
Electric	23,000
<b>TOTAL</b>	<b>85,000</b>

<b>Municipal Buildings &amp; Grounds</b>		
<b>TOTAL</b>	<b>62,597</b>	<b>74,228</b>

<b>Parks Recreation, Capital Projects, &amp; Events</b>	
Park Facilities Maintenance	15,000
Park Grounds Maintenance	30,000
Park Equipment	3,500
Meetings Expense	960
2022 Fall Tree Giveaway	5,000
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 (10% Match - POS)	225,000
Shafer Park Trail Extension & Amenities (10% Match - CP&P)	165,000
<b>TOTAL</b>	<b>466,710</b>

<b>Parks Recreation, Capital Projects, &amp; Events</b>		
<b>TOTAL</b>	<b>40,444</b>	<b>73,127</b>

<b>Boonsboro Police Department</b>	
BPD Salaries	375,000
BPD Overtime	1,500
Payroll Taxes	30,000
Pension	23,000
Health & Life Insurance	70,000
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 (New Vehicle)	70,000
BPD Contingency	0
<b>TOTAL</b>	<b>651,000</b>

<b>Boonsboro Police Department</b>		
<b>TOTAL</b>	<b>479,297</b>	<b>497,636</b>

<b>Debt Service &amp; Miscellaneous Expense</b>	
New Park Development Loan - 2.38% (2021)	0
Wellhead Protection Loan - 0% (2024)	15,500
Loan Interest	0

General Fund Loan to Sewer Fund FY23 53,109

**TOTAL 68,609**

Current Year Contingency

**Contingency Expenses**

87,862

**TOTAL 87,862**

**Total Expenses**  
**2,599,650**

**Excess Revenues Over Expenses**  
**0.00**

**Longterm Capital Reserves (Approx.15%)**  
**0.00**

**Debt Service**  
**TOTAL 100,925 188,457**

**Total Expenses**  
**1,450,651 1,698,998**

**Excess Revenues Over Expenses**  
**3,216,916.00 580,621.00**

	FY2023 Water Fund	FY2022 YTD (5/22)	FY2021 Actual
<b>REVENUES</b>			
	<b>Operating Revenues</b>	<b>Operating Revenues</b>	
Water Charges	650,000		
Debt Service Fees	23,768		
Admin Charges (Keedysville)	72,000		
Connection Fees (User Fees)	9,550		
Other Income	5,500		
<b>TOTAL</b>	<b>760,818</b>		
	<b>Grants &amp; Interest Income</b>	<b>Grants &amp; Interest Income</b>	
Grant #1 (Reservoir, Shafer Well, Billing Software, Crestview Well, & AMI - ARPA)	1,392,000	591,064	819,753
Grant #2 (Reservoir - BOCC)	1,000,000		
Grant #3 (Reservoir - CDS)	1,000,000		
Grant #4 (Reservoir - LBI)	1,000,000		
Grant #5 (Reservoir & Shafer Well - ARC)	600,000		
Interest Income	3,500		
Shafer Park Well Replacement (Keedysville 15% Contribution)	15,000		
AMI System (Keedysville 20% Contribution)	120,000		
Crestview Well Decommissioning (Keedysville 15% Contribution)	12,000		
New Billing Software (Keedysville 20% Contribution)	3,600		
<b>TOTAL</b>	<b>5,146,100</b>	<b>117,732</b>	<b>0</b>
	<b>Total Revenues</b>	<b>Total Revenues</b>	
	<b>5,906,918</b>	<b>708,796</b>	<b>819,753</b>

	<b>EXPENSES</b>		<b>EXPENSES</b>	
	<b>Administrative Expenses</b>		<b>Administrative Expenses</b>	
Admin Salaries	90,000			
Payroll Taxes	8,100			
Health Insurance (13.9% Increase)	30,000			
Workers' Compensation Insurance	132			
Property & Vehicle Insurance	8,000			
Retirement / Pension	5,730			
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			
<b>TOTAL</b>	<b>166,594</b>	<b>137,786</b>	<b>131,972</b>	
	<b>Legal, Accounting, &amp; Engineering</b>		<b>Legal, Accounting, &amp; Engineering</b>	
Attorney Fees	7,000			
Financial Audit Services	4,000			
Engineering Services	7,000			
<b>TOTAL</b>	<b>18,000</b>	<b>3,375</b>	<b>11,565</b>	
	<b>Operating Expenses</b>			
Operating Salaries	213,000			
Payroll Taxes	18,750			

Health Insurance (13.9% Increase)	68,400
Workers' Compensation Insurance	8,400
Pension	14,700
Lab Testing	4,000
Chemicals (20% Increase)	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 499,250**

<b>Debt Service &amp; Capital Projects</b>
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MDE Water Filtration Plant Loan (4.9%, 2028) (PAID, 10/11/2021)	0
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) (PAID, 11/17/2021)	0
Drinking Water Reservoir Replacement (ARPA, BOCC, CDS, ARC, & LBI)	4,100,000
Shafer Park Well Replacement (ARC & ARPA) (15% from Keedysville)	200,000
Advanced Metering Infrastructure (ARPA) (20% from Keedysville)	600,000
Crestview Well Decommissioning (ARPA) (15% from Keedysville)	80,000
Utility Billing Software Replacement (ARPA) (20% from Keedysville)	18,000

**TOTAL 5,019,404**

<b>Contingency Expenses</b>
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Current Year Contingency	203,670
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**TOTAL 203,670**

<b>Total Expenses</b>
<b>5,906,918</b>

<b>Excess Revenues Over Expenses</b>
<b>0</b>

<b>Operating Expenses</b>
<b>TOTAL 403,579 534,408</b>

<b>Debt Service &amp; Capital Projects</b>
<b>231,644 94,826</b>

<b>Total Expenses</b>
<b>776,384 772,771</b>

<b>Excess Revenues Over Expenses</b>
<b>-67,588 46,982</b>

	FY2023 Sewer Fund	FY2022 YTD (5/22)	FY2021 Actual
<b>REVENUES</b>			
	<b>Operating Revenues</b>		
Sewer Charges (1,441 Households)	1,090,000		
Bay Restoration Fee	102,000		
Connection Fees (User Fees)	15,500		
<b>TOTAL</b>	<b>1,207,500</b>	<b>875,289</b>	<b>1,169,712</b>
		(1,360 Households)	(1,332 Households)
	<b>Grants &amp; Interest Income</b>		
Grant #1 (WWTP Dewatering & Billing Software - ARPA)	575,000		
Grant #2 (WWTP Dewatering - LBI)	150,000		
Grant #3 (WWTP Dewatering - ARC)	220,000		
Grant #4 (MDE Operations & Maintenance Grant)	35,000		
Interest Income	500		
General Fund Loan	53,109		
<b>TOTAL</b>	<b>1,033,609</b>	<b>98,698</b>	<b>165,642</b>
	<b>Total Revenues</b>		
	<b>2,241,109</b>	<b>973,987</b>	<b>1,335,354</b>

	FY2023 Sewer Fund	FY2022 YTD (5/22)	FY2021 Actual
<b>EXPENSES</b>			
	<b>Administrative Expenses</b>		
Admin Salaries	60,000		
Payroll Taxes	5,400		
Pension	10,000		
Health Insurance (13.9% Increase)	20,000		
Workers' Compensation Insurance	88		
Property Insurance	25,000		
Retirement / Pension	3,820		
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		
<b>TOTAL</b>	<b>240,940</b>	<b>90,990</b>	<b>127,787</b>
	<b>Legal, Accounting, &amp; Engineering</b>		
Attorney Fees	7,000		
Financial Audit Services	4,000		
Engineering Services	7,000		
<b>TOTAL</b>	<b>18,000</b>	<b>3,771</b>	<b>4,671</b>
	<b>Operating Expenses</b>		
Operating Salaries	142,000		
Payroll Taxes	12,500		
Pension	9,800		
Health Insurance (13.9% Increase)	45,600		
Workers' Compensation Insurance	5,600		
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	4,501
Telephone	4,000
Uniforms	2,500
Equipment Purchase	2,000
Vehicle Expense	6,000
<b>TOTAL</b>	<b>719,501</b>

<b>Debt Service &amp; Capital Projects</b>
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WWTP CDA Bond Payable (3.61%, 2048)	309,238
MDE Park View Sewer Interceptor (1%, 2024)	7,930
Debt Service to GF	500
WWTP Sludge Dewatering Facility	933,000
Utility Billing Software Replacement	12,000
<b>TOTAL</b>	<b>1,262,668</b>

<b>Total Expenses</b>
<b>2,241,109</b>

<b>Excess Revenues Over Expenses</b>
<b>0</b>

<b>Excess Revenues Over Expenses w/out Capital Projects</b>
<b>0</b>

<b>Operating Expenses</b>	
<b>582,857</b>	<b>633,580</b>

<b>Debt Service &amp; Capital Projects</b>	
<b>773,983</b>	<b>317,235</b>

<b>Total Expenses</b>	
<b>1,451,601</b>	<b>1,083,273</b>

<b>Excess Revenues Over Expenses</b>	
<b>-477,614</b>	<b>252,081</b>

<b>FY23 Payroll</b>	<b>General Fund</b>	<b>Water Fund</b>	<b>Sewer Fund</b>		
<b>Administration</b>	<b>50%</b>	<b>30%</b>	<b>20%</b>	<b>100%</b>	
Admin Salaries	150,000	90,000	60,000	300,000	
Admin Insurance	50,000	30,000	20,000	100,000	
Admin Pension	9,550	5,730	3,820	19,100	
Admin Payroll Taxes	13,500	8,100	5,400	27,000	
Admin Workers' Comp	220	132	88	440	
<b>TOTAL</b>	<b>223,270</b>	<b>133,962</b>	<b>89,308</b>	<b>446,540</b>	26%
<b>Police Department</b>	<b>100%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	
BPD Salaries	375,000				
BPD Insurance	70,000				
BPD Pension	23,000				
BPD Payroll Taxes	30,000				
BPD Workers' Comp	18,000				
<b>TOTAL</b>	<b>516,000</b>			<b>516,000</b>	30%
<b>Public Works</b>	<b>50%</b>	<b>30%</b>	<b>20%</b>	<b>100%</b>	
PW Salaries	125,000	75,000	50,000	250,000	
PW Insurance	79,000	47,400	31,600	158,000	
PW Pension	8,500	5,100	3,400	17,000	
PW Taxes	11,250	6,750	4,500	22,500	
PW Workers' Comp	5,000	3,000	2,000	10,000	
<b>TOTAL</b>	<b>228,750</b>	<b>137,250</b>	<b>91,500</b>	<b>457,500</b>	26%
<b>Water &amp; Sewer</b>	<b>0%</b>	<b>60%</b>	<b>40%</b>	<b>100%</b>	
W&S Salaries		138,000	92,000	230,000	
W&S Insurance		21,000	14,000	35,000	
W&S Pension		9,600	6,400	16,000	
W&S Taxes		12,000	8,000	20,000	
W&S Workers' Comp		5,400	3,600	9,000	
<b>TOTAL</b>		<b>186,000</b>	<b>124,000</b>	<b>310,000</b>	18%
<b>TOTAL PAYROLL</b>	<b>\$ 968,020.00</b>	<b>\$ 457,212.00</b>	<b>\$ 304,808.00</b>	<b>\$ 1,730,040.00</b>	100%
	56%	26%	18%		
		<b>60%</b>	<b>40%</b>		
Utility Operations Salaries		213,000	142,000		
Utility Operations Insurance		68,400	45,600		
Utility Operations Pension		14,700	9,800		
Utility Operations Taxes		18,750	12,500		
Utility Operations WC		8,400	5,600		
<b>TOTAL</b>		<b>323,250</b>	<b>215,500</b>	<b>538,750</b>	