

FY2023 General Fund

FY2022 YTD (6/3)

FY2021 Actual

REVENUES

REVENUES

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

Taxes	
TOTAL	1,343,325
	1,251,720

Licenses & Permits

Licenses & Permits - Trader	4,500
Alcohol & Beverage	0
TOTAL	4,500

Licenses & Permits	
TOTAL	3,373
	5,938

Planning & Zoning (10% Increase)

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
TOTAL	15,950

Planning & Zoning	
TOTAL	15,649
	13,280

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 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
TOTAL	1,041,800

Grants & Shared Taxes	
TOTAL	3,127,994
	785,851

Sanitation Charges (1,441 Households)

Sanitation & Recycling Fees (\$25/Household/Quarter)	144,100
TOTAL	144,100

Sanitation Charges (1,332 Households)	
TOTAL	104,607
	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	TOTAL		72,619	86,929
		Total Revenues				Total Revenues	
		2,599,650				4,667,567	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			3,000				
MML Convention Expense			3,000				
TOTAL			22,800	TOTAL		22,083	18,160
		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				
TOTAL			279,127	TOTAL		190,045	261,411
						Administration	
							261,411

	Elections			Elections	
Admin Expenses		0			
TOTAL	TOTAL	0	TOTAL	770	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		48,000			
TOTAL	TOTAL	84,550	TOTAL	26,770	28,088
	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) Removed		0			
GIS Implementation (ARPA Funded)		10,000			
TOTAL	TOTAL	20,700	TOTAL	13,230	10,642
	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	TOTAL	32,100	TOTAL	17,964	13,950
	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	TOTAL	14,580	TOTAL	3,909	4,334
	Public Safety Commission				
Meetings Expense		960			
National Night Out		1,250			
Ambulance Company Contribution		25,000			
Fire Department Contribution		25,000			

Fire Hydrants	0		
Special Projects	0		
TOTAL	52210	TOTAL	50,115
Public Safety Commission			
		TOTAL	26,212
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 (Increased)	25,000		
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	499,350.00	TOTAL	301,430
Public Works			
		TOTAL	327,276
Sanitation & Recycling			
Sanitation & Recycling Services	136,012		
Sanitation Tipping Fees	60,000		
TOTAL	196,012	TOTAL	176,607
Sanitation & Recycling			
		TOTAL	148,129
Municipal Buildings & Grounds			
Buildings Maintenance	20,000		
Grounds Maintenance	30,000		
Heating	12,000		
Electric	23,000		
TOTAL	85,000	TOTAL	74,228
Municipal Buildings & Grounds			
		TOTAL	62,597
Parks Recreation, Capital Projects, & Events			
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		
Comprehensive Plan Update	25,000		
Shafer Park Trail Extension & Amenities (10% Match - CP&P)	165,000		
		Parks Recreation, Capital Projects, & Events	
TOTAL	491,710	TOTAL	40,444 73,127

		Boonsboro Police Department	
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 (Increased)	25,000		
Vehicle Purchase (New Vehicle)	70,000		
BPD Contingency	50,000		
		Boonsboro Police Department	
TOTAL	711,000	TOTAL	479,297 497,636

		Debt Service & Miscellaneous Expense	
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		
		Debt Service	
TOTAL	68,609	TOTAL	139,583 188,457

Current Year Contingency

Contingency Expenses

41,902

TOTAL

41,902

Total Expenses
2,599,650

Excess Revenues Over Expenses
0.00

Longterm Capital Reserves (Approx.15%)
0.00

Total Expenses	
1,498,309	1,698,998

Excess Revenues Over Expenses	
3,169,258.00	580,621.00

	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				
	Grants & Interest Income		Operating Revenues			
			TOTAL	591,064	819,753	
Grant #1 (Reservoir, Shafer Well, Billing Software, Crestview Well, & AMI - ARPA)		1,392,000				
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				
TOTAL		5,146,100	TOTAL	117,732	0	
	Total Revenues		Total Revenues			
		5,906,918		708,796	819,753	

	EXPENSES		EXPENSES			
	Administrative Expenses					
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				
TOTAL		166,594	TOTAL	145,378	131,972	
	Legal, Accounting, & Engineering					
Attorney Fees		7,000				

Financial Audit Services	4,000			
Engineering Services	7,000			
			Legal, Accounting, & Engineering	
TOTAL	18,000	TOTAL	3,375	11,565
			Operating Expenses	
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	20,000			
Electricity	60,000			
Maintenance & Repairs	40,000			
Major Repairs	30,000			
Supplies	6,000			
Uniforms	3,000			
Equipment Purchase	5,000			
			Operating Expenses	
TOTAL	509,250	TOTAL	403,713	534,408
			Debt Service & Capital Projects	
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			
			Debt Service & Capital Projects	
TOTAL	5,019,404		231,644	94,826
			Contingency Expenses	
Current Year Contingency	193,670			
TOTAL	193,670			
			Total Expenses	
	5,906,918		784,110	772,771
			Excess Revenues Over Expenses	
	0		-75,314	46,982

	FY2023 Sewer Fund		FY2022 YTD (5/22)	FY2021 Actual
	REVENUES		REVENUES	
	Operating Revenues			
Sewer Charges (1,441 Households)		1,090,000		
Bay Restoration Fee		102,000		
Connection Fees (User Fees)		15,500		
TOTAL		1,207,500	TOTAL	1,169,712
			(1,360 Households)	(1,332 Households)
	Grants & Interest Income			
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		
TOTAL		1,033,609	TOTAL	165,642
	Total Revenues		Total Revenues	
		2,241,109	973,987	1,335,354

	EXPENSES		EXPENSES	
	Administrative Expenses			
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		
TOTAL		240,940	TOTAL	127,787
	Legal, Accounting, & Engineering			
Attorney Fees		7,000		
Financial Audit Services		4,000		
Engineering Services		7,000		
TOTAL		18,000	TOTAL	4,671

Operating Expenses	
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
TOTAL	719,501

Operating Expenses	
TOTAL	582,769
	633,580

Debt Service & Capital Projects	
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
TOTAL	1,262,668

Debt Service & Capital Projects	
TOTAL	773,983
	317,235

Total Expenses
2,241,109

Total Expenses	
1,451,548	1,083,273

Excess Revenues Over Expenses
0

Excess Revenues Over Expenses	
-477,561	252,081

Excess Revenues Over Expenses w/out Capital Projects
0

FY23 Payroll	General Fund	Water Fund	Sewer Fund		
Administration	50%	30%	20%	100%	
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	
TOTAL	223,270	133,962	89,308	446,540	26%
Police Department	100%	0%	0%	0%	
BPD Salaries	375,000				
BPD Insurance	70,000				
BPD Pension	23,000				
BPD Payroll Taxes	30,000				
BPD Workers' Comp	18,000				
TOTAL	516,000			516,000	30%
Public Works	50%	30%	20%	100%	
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	
TOTAL	228,750	137,250	91,500	457,500	26%
Water & Sewer	0%	60%	40%	100%	
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	
TOTAL		186,000	124,000	310,000	18%
TOTAL PAYROLL	\$ 968,020.00	\$ 457,212.00	\$ 304,808.00	\$ 1,730,040.00	100%
	56%	26%	18%		
		60%	40%		
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		
TOTAL		323,250	215,500	538,750	