

**MAYOR AND COUNCIL OF BOONSBORO, MARYLAND**

**ORDINANCE 2015-01**

**AN ORDINANCE to ADOPT THE FISCAL YEAR 2016 BUDGETS AND TAX RATES FOR THE TOWN OF BOONSBORO, MARYLAND**

**WHEREAS**, the Town of Boonsboro is a municipal corporation of the State of Maryland expressly authorized by Maryland Code Annotated, Local Government Article, Section 5-205(b)(1) to expend any municipal funds for any purpose deemed to be public and to affect the safety, health, and general welfare of the municipality and its occupants; and

**WHEREAS**, the Charter of the Town of Boonsboro, Article VII, Finance prescribes the manner in which the Town shall submit, adopt, and operate a budget for the fiscal year beginning July 1 and ending June 30<sup>th</sup>; and

**WHEREAS**, the Charter of the Town of Boonsboro, Article IX, Section 910, provides for a majority of the Council to approve water and sewer rates: and

**WHEREAS**, this Ordinance is introduced for the purpose of adoption of the budget and to set the tax rates for the fiscal year beginning July 1, 2015 and ending June 30, 2016; and

**WHEREAS**, a public hearing was held at the Town Hall Annex on May 19, 2015 regarding the proposed budgets after notice was duly provided and advertised in a local newspaper of general circulation in the Town of Boonsboro.

**NOW THEREFORE** be it ordained by the Mayor and Council of the Town of Boonsboro that:

**Section 1. Fiscal Year 2016 Budgets.** That the 2016 budgets are hereby approved as approved and/or as amended hereinafter, attached hereto as "Exhibit A", providing the estimated and anticipated revenue and expenditures for the Governmental and Proprietary Funds for the period of July 1, 2015 through June 30, 2016.

**Section 2. Real Property Tax Rate.** The tax rate on all real property located within the limits of the Town of Boonsboro is hereby set at \$0.3497 per \$100.00 of assessed property value. The assessed property values shall be those used for real estate tax purposes as determined by the Washington County office of the State Department of Assessments and Taxation.

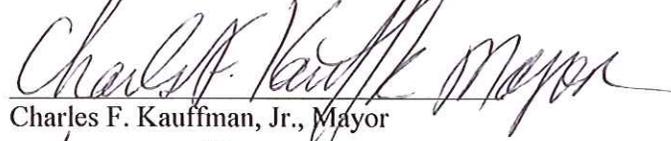
**Section 3. Personal Property Tax Rate.** The tax rate applicable to personal property located within the limits of the Town of Boonsboro is hereby set at \$0.87 per \$100.00 of assessed personal property. The assessed property values shall be those used for personal property tax purposes as determined by the State Department of Assessments and Taxation.

**Section 4. Water and Sewer Rates.** The water and sewer rates established in the FY2016 Water and Sewer budgets shall be charged and collected as set forth in the Charter of the Town of Boonsboro, Article IX, Section 910 (4).

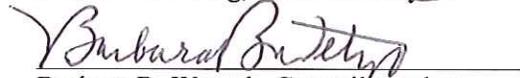
ATTEST:

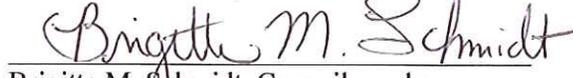
  
Sarah Campbell, Clerk

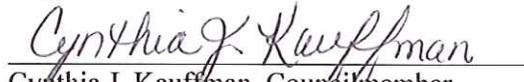
BOONSBORO MAYOR AND TOWN COUNCIL:

  
Charles F. Kauffman, Jr., Mayor

  
Howard W. Long, Assistant Mayor

  
Barbara B. Wetzel., Councilmember

  
Brigitte M. Schmidt, Councilmember

  
Cynthia J. Kauffman, Councilmember

  
Janeen N. Solberg, Councilmember

  
Sean K. Haardt, Councilmember

Date of Introduction: May 4, 2015

Date of Passage: JUNE 1, 2015

Effective Date: JULY 1, 2015

EXHIBIT A

**FY2016 General Fund  
Budget**



**TOWN OF BOONSBORO  
FISCAL YEAR 2016  
GENERAL FUND OPERATING BUDGET**

**REVENUES  
TAXES**

FY2013    FY2014    FY2015    FY2016

|  |                |                |                  |                  |
|--|----------------|----------------|------------------|------------------|
| Real Property CY Rate 0.3497                 | 942,610        | 950,141        | 958,921          | 954,585          |
| Personal Property - Incorporated             | 50,000         | 50,000         | 60,000           | 55,000           |
| Personal Property - Unincorporated           | 1,500          | 1,500          | 1,500            | 1,500            |
| Penalties & Interest                         | 4,000          | 4,000          | 4,500            | 4,500            |
| Less Discounts & Abatements                  | -10,000        | -11,000        | -13,500          | -13,500          |
| <b>TOTAL LOCAL PROPERTY TAX &amp; INTERI</b> | <b>988,110</b> | <b>994,641</b> | <b>1,011,421</b> | <b>1,002,085</b> |

**LICENSES & PERMITS**

|                                     |              |              |              |              |
|-------------------------------------|--------------|--------------|--------------|--------------|
| Licenses & Permit - Trader          | 3,500        | 3,500        | 2,000        | 4,000        |
| Alcohol & Beverage                  | 200          | 1,000        | 1,000        | 500          |
| <b>TOTAL LICENSES &amp; PERMITS</b> | <b>3,700</b> | <b>4,500</b> | <b>3,000</b> | <b>4,500</b> |

**PLANNING & ZONING**

|                                    |              |               |               |               |
|------------------------------------|--------------|---------------|---------------|---------------|
| Building Permits                   | 4,500        | 4,500         | 10,000        | 10,000        |
| Town Permits                       | 500          | 700           | 700           | 700           |
| Zoning Use Permits                 | 450          | 600           | 700           | 700           |
| Legal Notices                      | 300          | 700           | 900           | 1,000         |
| BZA-Variances-Exceptions           | 450          | 600           | 750           | 750           |
| Development Review Fees            | 1,000        | 3,000         | 3,000         | 5,000         |
| Technology Fee                     | 300          | 450           | 500           | 500           |
| Developer Engineering Review Fees  | 2,000        | 3,000         | 2,000         | 2,500         |
| <b>TOTAL PLANNING &amp; ZONING</b> | <b>9,500</b> | <b>13,550</b> | <b>18,550</b> | <b>21,150</b> |

**GRANTS & SHARE TAXES**

|                                      |                |                |                |                |
|--------------------------------------|----------------|----------------|----------------|----------------|
| State Shared Income Tax              | 215,000        | 290,000        | 250,000        | 300,000        |
| Admissions & Amusement Tax           | 6,000          | 6,000          | 6,000          | 8,000          |
| MD State Aid for Police Protection   | 15,873         | 25,926         | 28,579         | 28,239         |
| State Shared Highway User Revenues   | 29,617         | 100,175        | 103,337        | 116,671        |
| Grant - Project Open Space           | 31,500         | 73,500         | 73,500         | 54,500         |
| Rev. of Lieu of Bank Share           | 950            | 950            | 950            | 950            |
| DNR TreeMendous Grant                |                |                | 5,000          | 0              |
| Parking Fees                         | 800            | 800            | 300            | 300            |
| Elderly Housing Contribution         | 4,000          | 4,000          | 4,000          | 4,000          |
| Hotel/Motel Tax Share                | 22,500         | 28,000         | 27,500         | 27,500         |
| Maryland Heritage Trust              |                |                | 26,000         | 0              |
| <b>TOTAL GRANTS &amp; SHARED TAX</b> | <b>326,240</b> | <b>529,351</b> | <b>525,166</b> | <b>540,160</b> |

**FY2016 General Fund  
Budget**

|  | FY2013        | FY2014        | FY2015        | FY16          |
|--|---------------|---------------|---------------|---------------|
| <b>SANITATION CHARGES</b>                  | 1,213         | 1,204         | 1,204         | 1,230         |
| Sanitation Charges (\$15/home per quarter) | 72,780        | 72,240        | 72,240        | 73,800        |
| <b>TOTAL SANITATION CHARGES</b>            | <b>72,780</b> | <b>72,240</b> | <b>72,240</b> | <b>73,800</b> |

**OTHER REVENUE**

|  |                  |                  |                  |                  |
|--|------------------|------------------|------------------|------------------|
| Interest & Dividends                                       | 4,500            | 6,000            | 15,000           | 10,000           |
| Park/Rental Income   | 10,000           | 10,000           | 8,000            | 8,000            |
| Cable Television Fees                                      | 19,500           | 19,500           | 21,000           | 21,000           |
| Notes Receivable   | 15,562           | 6,480            | 0                | 0                |
| Miscellaneous Income                                       | 500              | 500              | 0                | 0                |
| <b>TOTAL OTHER REVENUES</b>                                | <b>50,062</b>    | <b>42,480</b>    | <b>44,000</b>    | <b>39,000</b>    |
| <b>Prior Year Reserves Avail for Current Year Expenses</b> |                  |                  | <b>140,500</b>   | <b>381,296</b>   |
|  |                  |                  |                  | <b>420,296</b>   |
| <b>TOTAL ALL REVENUES</b>                                  | <b>1,450,392</b> | <b>1,656,762</b> | <b>1,814,877</b> | <b>2,061,991</b> |

**EXPENSES**

**MAYOR & COUNCIL**

|                                  |               |               |               |               |
|----------------------------------|---------------|---------------|---------------|---------------|
| Mayor Salary                     | 3,600         | 3,600         | 3,600         | 3,600         |
| Council Salary                   | 7,200         | 7,200         | 7,200         | 7,200         |
| Contributions/Donations          | 1,000         | 1,000         | 1,000         | 1,000         |
| MML Dues                         | 3,100         | 3,100         | 3,200         | 3,220         |
| MML Meetings-Educational Stipend | 1,000         | 1,000         | 1,000         | 8,400         |
| Convention Expense               | 1,500         | 1,500         | 1,500         | 0             |
| <b>TOTAL MAYOR &amp; COUNCIL</b> | <b>17,400</b> | <b>17,400</b> | <b>17,500</b> | <b>23,420</b> |

**ADMINISTRATION**

|                              |               |               |               |                |
|------------------------------|---------------|---------------|---------------|----------------|
| Salaries - Administration    | 64,135        | 66,100        | 74,045        | 110,452        |
| Treasurer                    | 1,000         | 1,000         | 1,000         | 1,000          |
| Training                     | 100           | 100           | 100           | 500            |
| Advertising                  | 1,500         | 1,500         | 1,500         | 1,500          |
| Postage                      | 3,000         | 3,000         | 3,000         | 3,000          |
| Office Supplies              | 1,500         | 2,000         | 2,200         | 3,000          |
| Office Equipment             | 500           | 500           | 750           | 750            |
| Office Equipment Maintenance | 4,000         | 4,000         | 4,000         | 4,000          |
| Telephone                    | 4,500         | 4,500         | 4,500         | 4,500          |
| <b>TOTAL ADMINISTRATION</b>  | <b>80,235</b> | <b>82,700</b> | <b>91,095</b> | <b>128,702</b> |

**ELECTIONS**

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

**FY2016 General Fund  
Budget**

FY2013    FY2014    FY2015    FY2016

**LEGAL & AUDIT**

|                                |               |               |               |               |
|--------------------------------|---------------|---------------|---------------|---------------|
| Attorney Fees                  | 10,000        | 10,000        | 10000         | 10,000        |
| Audit Services                 | 7,000         | 7,000         | 7000          | 8,800         |
| Retirement Administration      | 750           | 750           | 750           | 750           |
| <b>TOTAL LEGAL &amp; AUDIT</b> | <b>17,750</b> | <b>17,750</b> | <b>17,750</b> | <b>19,550</b> |

**PLANNING, ZONING & ENGINEERING**

|  |               |               |               |               |
|--|---------------|---------------|---------------|---------------|
| Salaries-Planning, Zoning & Engineering          | 50,578        | 52,100        | 34700         | 0             |
| P&Z Meeting Expense                              | 1,200         | 1,200         | 1000          | 1,000         |
| Planning, Zoning & Engineering Supplies          | 1,000         | 1,000         | 1000          | 1,000         |
| Legal Notices                                    | 1,200         | 1,500         | 1200          | 900           |
| Bldg Permits-County (75%)                        | 3,375         | 3,375         | 6570          | 6,570         |
| Planning, Zoning & Engineering Miscellaneous     | 1,500         | 1,500         | 700           | 700           |
| Developer Engineering Review Fees                | 2,000         | 3,000         | 2000          | 0             |
| GIS Implementation                               | 0             | 2,500         | 6000          | 400           |
| <b>TOTAL PLANNING, ZONING, &amp; ENGINEERING</b> | <b>60,853</b> | <b>66,175</b> | <b>53,170</b> | <b>10,570</b> |

**ENGINEERING**

|                          |  |              |              |              |          |
|--------------------------|--|--------------|--------------|--------------|----------|
| Engineering Fees         |  | 2,000        | 4,500        | 2500         | 0        |
| <b>TOTAL ENGINEERING</b> |  | <b>2,000</b> | <b>4,500</b> | <b>2,500</b> | <b>0</b> |

**ECONOMIC DEVELOPMENT COMMISSION**

|                               |              |              |               |               |
|-------------------------------|--------------|--------------|---------------|---------------|
| Meetings                      | 250          | 250          | 1000          | 1,500         |
| Contests                      | 350          | 250          | 0             | 0             |
| Sponsorships-Business Support | 0            | 500          | 3050          | 3,750         |
| Revitalization Support        | 2,000        | 2,000        | 32900         | 14,600        |
| MML Main Street               |              |              | 1100          | 1,300         |
| <b>TOTAL EDC</b>              | <b>2,600</b> | <b>3,000</b> | <b>38,050</b> | <b>21,150</b> |

**ENVIRONMENTAL COMMISSION**

|  |          |               |               |               |
|--|----------|---------------|---------------|---------------|
| Meetings                                 | 0        | 1,200         | 1200          | 1,200         |
| Special Projects(stream, Solar, Sust MD) | 0        | 7,000         | 7000          | 7,000         |
| Miscellaneous Expenses                   | 0        | 800           | 800           | 600           |
| Public Education                         | 0        | 1,000         | 1000          | 1,200         |
| <b>Total Environmental Commission</b>    | <b>0</b> | <b>10,000</b> | <b>10,000</b> | <b>10,000</b> |

**PUBLIC SAFETY**

|                                    |               |               |               |               |
|------------------------------------|---------------|---------------|---------------|---------------|
| Public Safety Comm-Meeting Expense | 700           | 700           | 700           | 700           |
| Night Out Program                  | 1,000         | 1,250         | 1250          | 1,250         |
| Ambulance Service Contribution     | 18,000        | 19,000        | 20000         | 21,000        |
| Fire Department Contribution       | 18,000        | 19,000        | 20000         | 21,000        |
| Fire Hydrants                      | 11,200        | 11,200        | 7000          | 7,000         |
| <b>TOTAL PUBLIC SAFETY</b>         | <b>48,900</b> | <b>51,150</b> | <b>48,950</b> | <b>50,950</b> |

**FY2016 General Fund  
Budget**

FY2013    FY2014    FY2015    FY2016

**PUBLIC WORKS**

|                               |        |         |        |        |
|-------------------------------|--------|---------|--------|--------|
| Salaries for Public Utilities | 82,626 | 111,500 | 127100 | 77,500 |
| OverTime for Public Utilities | 1,000  | 1,000   | 1000   | 1,500  |
| Uniforms                      | 2,000  | 2,200   | 2500   | 3,000  |
| Cell Phones                   | 1,500  | 1,700   | 2000   | 2,500  |

**HIGHWAY & STREETS**

|                                    |                |                |                |                |
|------------------------------------|----------------|----------------|----------------|----------------|
| Vehicle Maintenance & Repair       | 8,000          | 8,000          | 10000          | 17,000         |
| Vehicle Gas                        | 11,500         | 11,500         | 12000          | 12,000         |
| Equipment Maintenance & Repair     | 7,000          | 7,000          | 7500           | 10,000         |
| Small Equipment Expense            | 1,000          | 2,200          | 5000           | 10,000         |
| Supplies & Materials               | 1,500          | 2,000          | 5500           | 7,000          |
| Street Maintenance & Repair        | 10,000         | 10,000         | 10000          | 10,000         |
| Snow Removal                       | 10,000         | 10,000         | 10000          | 10,000         |
| Street Lighting                    | 65,000         | 65,000         | 57000          | 55,000         |
| Street Cleaning                    | 3,500          | 3,500          | 3500           | 3,500          |
| Yard Debris Lot                    | 7,000          | 9,000          | 9000           | 9,000          |
| <b>TOTAL HIGHWAY &amp; STREETS</b> | <b>211,626</b> | <b>244,600</b> | <b>262,100</b> | <b>228,000</b> |

**SANITATION**

|                         |                |                |                |                |
|-------------------------|----------------|----------------|----------------|----------------|
| Sanitation/Recycling    | 212,477        | 172,983        | 172983         | 170,000        |
| <b>TOTAL SANITATION</b> | <b>212,477</b> | <b>172,983</b> | <b>172,983</b> | <b>170,000</b> |

**MUNICIPAL BUILDINGS AND GROUNDS**

|                                    |               |               |               |               |
|------------------------------------|---------------|---------------|---------------|---------------|
| Maintenance Buildings              | 10,000        | 12,000        | 10000         | 15,000        |
| Maintenance Grounds                | 31,000        | 30,000        | 25000         | 25,000        |
| Heating                            | 12,000        | 10,000        | 10000         | 10,000        |
| Electric                           | 15,000        | 10,000        | 9000          | 9,000         |
| <b>TOTAL BUILDINGS AND GROUNDS</b> | <b>68,000</b> | <b>62,000</b> | <b>54,000</b> | <b>59,000</b> |

**PARKS, RECREATION AND EVENTS**

|                             |        |        |       |        |
|-----------------------------|--------|--------|-------|--------|
| Park Facilities Maintenance | 7,000  | 9,000  | 9000  | 12,500 |
| Park Grounds Maintenance    | 13,000 | 13,000 | 13000 | 13,000 |
| Park Equipment              | 1,500  | 1,500  | 3000  | 5,000  |
| Park Board Meetings         | 770    | 770    | 770   | 770    |

**EVENTS**

|   |               |               |               |               |
|---|---------------|---------------|---------------|---------------|
| Green Fest                                  | 1,000         | 1,000         | 1000          | 1,000         |
| Concerts                                    | 1,000         | 1,000         | 1500          | 1,500         |
| Fishing Derby                               | 1,000         | 1,000         | 1000          | 1,000         |
| Independence Day Event                      | 5,500         | 6,000         | 6000          | 6,800         |
| Old Tyme Cmas                               | 2,000         | 2,000         | 4000          | 3,500         |
| Wagon Train Event                           | 300           | 300           | 500           | 500           |
| Miscellaneous Park Events                   | 250           | 250           | 250           | 250           |
| <b>TOTAL PARKS, RECREATION &amp; EVENTS</b> | <b>33,320</b> | <b>35,820</b> | <b>40,020</b> | <b>45,820</b> |

**FY2016 General Fund  
Budget**

FY2013    FY2014    FY2015    FY2016

**MUNICIPAL POLICE DEPARTMENT**

|                                    |                |                |                |                |
|------------------------------------|----------------|----------------|----------------|----------------|
| Salaries for Police Dept           | 172,097        | 174,822        | 231000         | 257,500        |
| Overtime for Police Officers       | 1,500          | 1,500          | 2500           | 3,000          |
| Police Equipment                   | 9,000          | 13,000         | 9200           | 9,500          |
| Police Fees (licenses, dues, web)  |                |                | 7500           | 9,495          |
| Police Supplies                    | 2,000          | 2,000          | 2000           | 3,000          |
| Police Telephone                   | 1,500          | 1,500          | 1500           | 1,500          |
| Police Cell Phones                 | 1,900          | 1,900          | 3000           | 3,600          |
| Police Building Maint-Utilities    | 8,500          | 8,500          | 8000           | 16,000         |
| Police Uniforms                    | 2,000          | 3,000          | 3000           | 3,000          |
| Police Training                    | 750            | 1,500          | 2000           | 2,500          |
| Police Vehicle Maintenance         | 6,000          | 6,000          | 6000           | 8,000          |
| Police Vehicle Gas                 | 17,500         | 18,000         | 18000          | 18,000         |
| K-9 Expense                        | 1,000          | 1,000          | 1000           | 0              |
| Police Capital Expense (CIP)       | 0              | 0              |                | 7,500          |
| <b>TOTAL MUNICIPAL POLICE DEPT</b> | <b>223,747</b> | <b>232,722</b> | <b>294,700</b> | <b>342,595</b> |

**NON-DEPARTMENTAL EXPENSES**

|  |                |                |                |                |
|--|----------------|----------------|----------------|----------------|
| Property & Liability Insurance         | 13,400         | 13,400         | 13400          | 13,400         |
| Payroll Taxes & FICA                   | 35,000         | 35,000         | 40000          | 40,000         |
| Employee Pension                       | 27,000         | 29,400         | 31000          | 35,000         |
| Health/Life/STD Insurance              | 73,900         | 100,000        | 100000         | 100,000        |
| Workers Comp. Insurance                | 13,900         | 15,200         | 13500          | 13,500         |
| Banquet/Christmas Expenses             | 2,000          | 3,000          | 3000           | 3,000          |
| Contingency Fund                       | 25,374         | 60,252         | 17822          | 19,526         |
| Misc                                   |                |                | 1500           | 1,500          |
| <b>TOTAL NON-DEPARTMENTAL EXPENSES</b> | <b>190,574</b> | <b>256,252</b> | <b>220,222</b> | <b>225,926</b> |

**LONG TERM CAPITAL IMPROVEMENTS**

FY2013    FY2014    FY2015    FY2016

|  |               |                |                |                |
|--|---------------|----------------|----------------|----------------|
| Street, drainage and overlay programs      | 0             | 100,000        | 138337         | 255,008        |
| Town Hall Exterior Rehabilitation/DNR Tree | 80,000        |                | 5000           | 0              |
| National Road Heritage Museum              |               | 15,000         | 15000          | 0              |
| Shafer Park -Project Open Space            |               |                | 73500          | 54,500         |
| <b>TOTAL LONG TERM CAP IMPROVEMENT</b>     | <b>80,000</b> | <b>115,000</b> | <b>231,837</b> | <b>309,508</b> |

**FY2016 General Fund  
Budget**

FY2013    FY2014    FY2015    FY2016

**CAPITAL IMPROVEMENTS**

|  |               |               |               |                |
|--|---------------|---------------|---------------|----------------|
| Town Facility Energy Audit                           |               | 5,000         |               |                |
| 2014 Police Vehicle                                  |               | 40,000        |               |                |
| Computer & Software Upgrades                         |               | 10,000        |               |                |
| Replacement Tractor w/Bucket                         |               | 21,500        |               |                |
| Welcome&Event Signage                                | 10,000        | 17,000        |               |                |
| Town Tree Trimming/Maintenace                        | 10,000        |               |               |                |
| Street Signage Replacement Project                   | 10,000        |               |               |                |
| Cmas Decoration Replacement/Additions                | 5,000         |               |               |                |
| Police Signage                                       |               |               | 4500          |                |
| Police vehicle equipment- CAD Police Mobile Software |               |               | lease to own  |                |
| Dell Mobile Data Terminal (Computers)                |               |               | lease to own  |                |
| E-Tix hardware                                       |               |               | lease to own  |                |
| Motorola Portable XTS2500 radios                     |               |               | lease to own  |                |
| Front Lobby & Handrail for ramp                      |               |               | 15000         |                |
| Security Cameras in Park & Town                      |               |               | lease to own  |                |
| Weapons Upgrade                                      |               |               | lease to own  |                |
| Utility Truck  |               |               | lease to own  |                |
| Replace 1978 Kabota Mower                            |               |               | lease to own  |                |
| Crestview SWM Pond                                   |               |               | 30000         |                |
| Lease to own Payment                                 |               |               | 30000         |                |
| <b>Dump Truck</b>                                    |               |               |               | 70,000         |
| <b>Maintenance Shop Heating</b>                      |               |               |               | 21,500         |
| <b>Storage Bldg</b>                                  |               |               |               | 12,500         |
| <b>Annex Retrofit</b>                                |               |               |               | 35,000         |
| <b>Backhoe</b>                                       |               |               |               | 35,000         |
| <b>Video Cameras/License Plate Reader</b>            |               |               |               | 12,000         |
| <b>TOTAL CAPITAL IMPROVEMENTS</b>                    | <b>35,000</b> | <b>93,500</b> | <b>79,500</b> | <b>186,000</b> |

**DEBT SERVICE**

|                                       |                |                |                |                |
|---------------------------------------|----------------|----------------|----------------|----------------|
| New Park Development Loan Payment     | 175,410        | 175,410        | 165000         | 165,000        |
| Mortgage wellhead protection property | 15,500         | 15,500         | 15500          | 15,500         |
| Loan Interest FY15CIP                 |                |                |                | 50,000         |
| <b>TOTAL DEBT SERVICE</b>             | <b>190,910</b> | <b>190,910</b> | <b>180,500</b> | <b>230,500</b> |

|                           |  |                  |                  |                  |                  |
|---------------------------|--|------------------|------------------|------------------|------------------|
| <b>TOTAL ALL EXPENSES</b> |  | <b>1,475,392</b> | <b>1,656,762</b> | <b>1,814,877</b> | <b>2,061,991</b> |
|---------------------------|--|------------------|------------------|------------------|------------------|

|                       |  |                  |                  |                  |                  |
|-----------------------|--|------------------|------------------|------------------|------------------|
| <b>TOTAL REVENUES</b> |  | <b>1,475,392</b> | <b>1,656,762</b> | <b>1,814,877</b> | <b>2,061,991</b> |
|-----------------------|--|------------------|------------------|------------------|------------------|

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



**TOWN OF BOONSBORO, MARYLAND  
WATER FUND  
FISCAL YEAR 2016 BUDGET**

| Proposed Water Rates July 1, 2015 | IR           | OR          | IC          | OC          |
|-----------------------------------|--------------|-------------|-------------|-------------|
| Water Fixed Fee                   | \$10         | \$30        | \$15        | \$30        |
| 1-18000 gallons                   | \$5/1000 gal | \$7/1000gal | \$5/1000gal | \$7/1000gal |
| 18001 + gallons                   | \$6/1000gal  | \$9/1000gal | \$6/1000gal | \$9/1000gal |

|                                     | FY14           | FY15           | FY16             |
|-------------------------------------|----------------|----------------|------------------|
| <b>Revenues</b>                     |                |                |                  |
| Water Charges-Boonsboro             | 365,000        | 465,810        | 545,040          |
| Keedysville Admin. Charges          | 45,196         | 45,196         | 54,546           |
| Debt Service-Alt 40 Waterline       | 0              | 18,475         | 20,000           |
| Connection Fees                     | 0              | 0              | 20,000           |
| User Fees                           | 65,000         | 130,000        | 130,000          |
| Interest Income                     | 400            | 400            | 400              |
| Other Income                        | 100            | 100            | 100              |
| Hydrants - Boonsboro                | 11,200         | 11,200         | 11,200           |
| <b>Total Revenues</b>               | <b>486,896</b> | <b>671,181</b> | <b>\$781,286</b> |
| <b>Expenses</b>                     |                |                |                  |
| <b>Operations &amp; Maintenance</b> |                |                |                  |
| Salaries                            | 107,000        | 131,000        | 180,000          |
| Salaries-Overtime                   | 5,000          | 5,000          | 5,000            |
| Salaries-SP Overtime                | 0              | 4,000          | 5,000            |
| Insurance - Property                | 4,000          | 4,000          | 4,000            |
| Payroll Taxes                       | 8,000          | 8,000          | 9,500            |
| Audit Fees                          | 6,000          | 6,500          | 5,000            |
| Legal Fees                          | 500            | 500            | 500              |
| Advertising                         | 0              | 500            | 500              |
| Testing                             | 1,000          | 1,000          | 1,000            |
| Major Repair Expense                | 20,000         | 180,000        | 100,000          |
| Maintenance & Repair                | 25,000         | 25,000         | 35,000           |
| Uniforms                            | 1,000          | 1,000          | 1,500            |
| Cell Phones                         | 1,000          | 1,000          | 2,000            |
| Electricity                         | 50,000         | 50,000         | 50,000           |
| Heating                             | 1,500          | 1,500          | 1,500            |
| Health Insurance Expense            | 34,000         | 34,000         | 36,000           |
| Workers' Comp Ins Expense           | 10,000         | 10,000         | 11,000           |
| Vehicle Expense                     | 3,000          | 3,000          | 4,000            |

|   | FY14           | FY15           | FY16             |
|---|----------------|----------------|------------------|
| Vehicle Gas                               | 5,000          | 5,000          | 6,000            |
| Meeting Expense                           | 1,200          | 1,200          | 1,200            |
| Training/Certification                    | 1,000          | 1,000          | 2,000            |
| Miscellaneous                             | 100            | 100            | 100              |
| Equipment Expense                         | 2,500          | 2,500          | 10,000           |
| Pension Expense                           | 8,000          | 8,000          | 9,000            |
| Chemicals                                 | 10,000         | 12,000         | 12,000           |
| Maintenance Supplies                      | 2,500          | 5,000          | 5,000            |
| Office Supplies                           | 3,500          | 3,500          | 3,500            |
| Postage                                   | 1,500          | 1,500          | 2,500            |
| Telephone                                 | 3,500          | 3,500          | 3,500            |
| Contingency Fund                          | 28,965         | 10,756         | 55,436           |
| Connections - Water Meters                | 0              | 0              | 20,000           |
| Loan Interest                             | 28,965         | 32,000         | 20,000           |
| Loan Interest Alt40 Waterline             | 0              | 2,610          | 4,000            |
| MDE Alt40 Waterline Loan                  | 0              | 19,300         | 19,300           |
| Debt Service                              | 0              | 0              | 51,000           |
| Capital Outlay                            | 43,800         | 91,500         | 105,250          |
| <del>MDE Filtration Debt Serv. Loan</del> | 5,715          | 5,715          | 0                |
| <b>Total Expenses</b>                     | <b>427,215</b> | <b>671,181</b> | <b>\$781,286</b> |

#### DEBT SERVICE/LOAN INTEREST SUMMARY

|   | PRINCIPAL    | INTEREST     |
|---|--------------|--------------|
| SHA Main Street                         | 11500        | 14206        |
| Maple Avenue Waterline                  | 16000        | 4300         |
| CDA Infrastructure                      | 22531        | 609          |
| <b>TOTAL DEBT SERVICE/LOAN INTEREST</b> | <b>50031</b> | <b>19115</b> |

#### Capital Outlay Projects

|  |                  |
|--|------------------|
| Keedysville Turbidity Meters (4)                         | \$15,000         |
| Rebuild High Service Pump at Boonsboro W                 | \$15,000         |
| Utility Trucks (2)                                       | \$40,000         |
| Enclosed Trailer for Waterleak Equipment                 | \$2,500          |
| Correlator   | \$9,000          |
| Storage Building   | \$6,250          |
| Backhoe  | \$17,500         |
| <b>TOTAL PROPOSED FOR FY16</b>                           | <b>\$105,250</b> |
| <i>Estimate \$130,000 based on 20 tap fees @\$6500ea</i> |                  |



**TOWN OF BOONSBORO, MARYLAND  
SEWER FUND  
FISCAL YEAR 2016 BUDGET**

| Proposed Sewer Rates July 1, 2015 | IR           | IC           |
|-----------------------------------|--------------|--------------|
| Wastewater Fixed Fee              | \$40         | \$40/edu     |
| 1-18000 gallons                   | \$7/1000gal  | \$7/1000gal  |
| 18001+gallons                     | \$10/1000gal | \$10/1000gal |

|                             | FY14             | FY15             | FY16             |
|-----------------------------|------------------|------------------|------------------|
| <b>Revenues</b>             |                  |                  |                  |
| Sewer Charges               | 533,200          | 761,148          | 896,836          |
| Bay Restoration Fund        | 0                | 72,000           | 72,000           |
| Interest Income             | 0                | 300              | 300              |
| Other Income                | 1,200            | 1,200            | 500              |
| <b>Total Revenues</b>       | <b>\$544,240</b> | <b>\$834,648</b> | <b>\$969,636</b> |
| <b>Expenses</b>             |                  |                  |                  |
| Salaries                    | 107,000          | 132,000          | 180,000          |
| Salaries-Overtime           | 5,000            | 5,000            | 5,000            |
| Salaries-SP Overtime        | 0                | 2,500            | 2,500            |
| Insurance                   | 5,000            | 5,000            | 5,000            |
| Insurance - WWTP            | 25,000           | 25,000           | 25,000           |
| Payroll Taxes               | 8,000            | 8,000            | 9,500            |
| Audit Fees                  | 6,000            | 6,500            | 5,000            |
| Advertising                 | 0                | 500              | 500              |
| Testing - WWTP              | 20,000           | 20,000           | 20,000           |
| Major Repair Expense        | 10,000           | 20,000           | 30,000           |
| Maintenance & Repair        | 13,000           | 17,000           | 20,000           |
| Maintenance & Repair - WWTP | 40,000           | 40,000           | 40,000           |
| Uniforms                    | 1,000            | 1,000            | 1,500            |
| Cell Phones                 | 1,000            | 1,000            | 2,000            |
| Electricity                 | 5,000            | 5,000            | 5,000            |
| Electricity - WWTP          | 50,000           | 55,000           | 55,000           |
| Heating                     | 1,500            | 1,500            | 1,500            |
| Health Insurance Expense    | 34,000           | 34,000           | 36,000           |
| Workers' Comp Ins Expense   | 10,000           | 10,000           | 11,000           |
| Vehicle Expense             |                  | 0                | 2,000            |
| Vehicle Gas                 | 3,000            | 3,000            | 3,500            |
| Meeting Expense             | 1,200            | 1,200            | 1,200            |
| Training-Certification      | 500              | 500              | 1,000            |
| Miscellaneous               |                  | 0                | 100              |

|                              | FY14             | FY15             | FY16             |
|------------------------------|------------------|------------------|------------------|
| Equipment Expense            | 2,500            | 2,500            | 4,000            |
| Biosolids Removal - WWTP     | 100,000          | 65,000           | 115,000          |
| Pension Expense              | 8,000            | 8,000            | 9,000            |
| Chemicals - WWTP             | 55,000           | 50,000           | 50,000           |
| Maintenance Supplies         | 5,000            | 5,000            | 5,000            |
| Office Supplies              | 3,500            | 3,500            | 3,500            |
| Postage                      | 1,200            | 1,200            | 1,500            |
| Telephone - WWTP             | 2,700            | 2,700            | 2,500            |
| Contingency Fund             | 9,358            | 12,877           | 20,804           |
| Loan Interest                | 770              | 770              | 1,000            |
| WWTP Debt                    | 0                | 109,620          | 79,501           |
| Park View Loan Principal     | 7,012            | 7,781            | 7,781            |
| MDE WWTP Loan Interest       |                  | 0                | 22,000           |
| Capital Outlay               | 0                | 100,000          | 113,750          |
| Bay Restoration Fund Payment | 0                | 72,000           | 72,000           |
| <b>Total Expenses</b>        | <b>\$544,240</b> | <b>\$834,648</b> | <b>\$969,636</b> |

#### Debt Summary

|   |               |
|---|---------------|
| Park View Loan                            | 7781          |
| WWTP MDE (Interest Only for next 3 years) | 22000         |
| WWTP USDA                                 | 318004        |
| Total Debt                                | 347785        |
| <b>SEWER FUND PAYMENTS TOWARD DEBT</b>    | <b>109282</b> |

#### Capital Outlay

|   |               |
|---|---------------|
| Storage Building                            | 6250          |
| Backhoe                                     | 17500         |
| Utility Trucks (2)                          | 40000         |
| Grant Funding Match                         | 50000         |
| <b>FY2016 TOTAL PROPOSED CAPITAL OUTLAY</b> | <b>113750</b> |