MAYOR AND COUNCIL OF BOONSBORO, MARYLAND

ORDINANCE 2016-01

AN ORDINANCE to AMEND ORDINANCE 2015-01 FISCAL YEAR 2016 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 30th; 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, Ordinance 2015-01, adopted on June 1, 2015, provides the Fiscal Year 2016 Budget for the General Fund; and

WHEREAS, the purpose of Ordinance 2016-01 is to amend the Fiscal Year 2016 General Fund Budget to reflect increased revenues and revised expenditures;

NOW THEREFORE be it ordained by the Mayor and Council of the Town of Boonsboro that the Fiscal Year General Fund Budget is amended as provided in Exhibit A.

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: January 7, 2016
Date of Passage:
Effective Date:

EXHIBIT A

FY2016 BUDGET ADJUSTMENT
Ordinance 2016-01

REVENUES	FY2016	FY16 Adjustment
TAXES		
Real Property **CY Rate 0.3497**	954,585	954,585
Personal Property - Incorporated	55,000	70,000
Personal Property - Unincorporated	1,500	1,500
Penalties & Interest	4,500	4,500
Less Discounts & Abatements	-13,500	-13,500
TOTAL LOCAL PROPERTY TAX & INTEREST	**1,002,085**	**1,017,085**
LICENSES & PERMITS		
Licenses & Permit - Trader	4,000	4,000
Alcohol & Beverage	500	500
TOTAL LICENSES & PERMITS	**4,500**	**4,500**
PLANNING & ZONING		
Building Permits	10,000	10,000
Town Permits	700	700
Zoning Use Permits	700	700
Legal Notices	1,000	1,000
BZA-Variances-Exceptions	750	750
Development Review Fees	5,000	5,000
Technology Fee	500	500
Developer Engineering Review Fees	2,500	2,500
TOTAL PLANNING & ZONING	**21,150**	**21,150**
GRANTS & SHARE TAXES		
State Shared Income Tax	300,000	300,000
Admissions & Amusement Tax	8,000	8,000
MD State Aid for Police Protection	28,239	28,239
State Shared Highway User Revenues	116,671	116,671
Grant - Project Open Space	54,500	86,500
Rev. of Lieu of Bank Share	950	950
DNR TreeMendous Grant	0	0
Parking Fees	300	300
Elderly Housing Contribution	4,000	4,000
Hotel/Motel Tax Share	27,500	27,500
Maryland Heritage Trust	0	0
TOTAL GRANTS & SHARED TAX	**540,160**	**572,160**
SANITATION CHARGES	1,230	1,230
Sanitation Charges ($15/home per quarter)	73,800	73,800
TOTAL SANITATION CHARGES	**73,800**	**73,800**

FY2016 BUDGET ADJUSTMENT
Ordinance 2016-01

OTHER REVENUE

	FY16	Adjustment
Interest & Dividends	10,000	10,000
Park/Rental Income	8,000	8,000
Cable Television Fees	21,000	21,000
Notes Receivable	0	0
Miscellaneous Income	0	12,500
TOTAL OTHER REVENUES	39,000	51,500
Prior Year Reserves Avail for Current Year Expenses	*381,296*	*381,296*
	420,296	**420,296**
TOTAL ALL REVENUES	**2,061,991**	**2,121,491**

EXPENSES

MAYOR & COUNCIL

Mayor Salary	3,600	3,600
Council Salary	7,200	7,200
Contributions/Donations	1,000	1,000
MML Dues	3,220	3,220
~~MML Meetings~~ **Educational Stipend**	8,400	8,400
Convention Expense	0	0
TOTAL MAYOR & COUNCIL	**23,420**	**23,420**

ADMINISTRATION

Salaries - Administration	110,452	110,452
Treasurer	1,000	1,000
Training	500	500
Advertising	1,500	1,500
Postage	3,000	3,000
Office Supplies	3,000	3,000
Office Equipment	750	750
Office Equipment Maintenance	4,000	4,000
Telephone	4,500	4,500
TOTAL ADMINISTRATION	**128,702**	**128,702**

ELECTIONS

Operating Expenses	300	300
TOTAL ELECTIONS	**300**	**300**

LEGAL & AUDIT

Attorney Fees	10,000	10,000
Audit Services	8,800	8,800
Retirement Administration	750	750
TOTAL LEGAL & AUDIT	**19,550**	**19,550**

FY2016 BUDGET ADJUSTMENT
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PLANNING, ZONING & ENGINEERING	FY2016	Adjustment
Salaries-Planning, Zoning & Engineering	0	0
P&Z Meeting Expense	1,000	1,000
Planning, Zoning & Engineering Supplies	1,000	1,000
Legal Notices	900	900
Bldg Permits-County (75%)	6,570	6,570
Planning, Zoning & Engineering Miscellaneous	700	700
Developer Engineering Review Fees	0	0
GIS Implementation	400	400
TOTAL PLANNING, ZONING, & ENGINEERING	**10,570**	**10,570**

~~ENGINEERING~~

~~Engineering Fees~~		~~0~~
~~**TOTAL ENGINEERING**~~		~~0~~

ECONOMIC DEVELOPMENT COMMISSION		
Meetings	1,500	1,500
Contests	0	0
Sponsorships-Business Support	3,750	3,750
Revitalization Support	14,600	14,600
MML Main Street	1,300	1,300
TOTAL EDC	**21,150**	**21,150**

ENVIRONMENTAL COMMISSION		
Meetings	1,200	1,200
Special Projects(stream, Solar, Sust MD)	7,000	7,000
Miscellaneous Expenses	600	600
Public Education	1,200	1,200
Total Environmental Commission	**10,000**	**10,000**

PUBLIC SAFETY		
Public Safety Comm-Meeting Expense	700	700
Night Out Program	1,250	1,250
Ambulance Service Contribution	21,000	21,000
Fire Department Contribution	21,000	21,000
Fire Hydrants	7,000	7,000
TOTAL PUBLIC SAFETY	**50,950**	**50,950**

PUBLIC WORKS		
Salaries for Public Utilities	77,500	77,500
OverTime for Public Utilities	1,500	1,500
Uniforms	3,000	3,000
Cell Phones	2,500	2,500

FY2016 BUDGET ADJUSTMENT
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HIGHWAY & STREETS	FY16	Adjustment
Vehicle Maintenance & Repair	17,000	23,508
Vehicle Gas	12,000	12,000
Equipment Maintenance & Repair	10,000	10,000
Small Equipment Expense	10,000	10,000
Supplies & Materials	7,000	7,000
Street Maintenance & Repair	10,000	10,000
Snow Removal	10,000	10,000
Street Lighting	55,000	55,000
Street Cleaning	3,500	3,500
Yard Debris Lot	9,000	9,000
TOTAL HIGHWAY & STREETS	**228,000**	**234,508**

SANITATION		
Sanitation/Recycling	170,000	170,000
TOTAL SANITATION	**170,000**	**170,000**

MUNICIPAL BUILDINGS AND GROUNDS		
Maintenance Buildings	15,000	15,000
Maintenance Grounds	25,000	25,000
Heating	10,000	10,000
Electric	9,000	9,000
TOTAL BUILDINGS AND GROUNDS	**59,000**	**59,000**

PARKS, RECREATION AND EVENTS		
Park Facilities Maintenance	12,500	12,500
Park Grounds Maintenance	13,000	13,000
Park Equipment	5,000	5,000
Park Board Meetings	770	770

EVENTS		
Green Fest	1,000	1,000
Concerts	1,500	1,500
Fishing Derby	1,000	1,000
Independence Day Event	6,800	6,800
Old Tyme Cmas	3,500	3,500
Wagon Train Event	500	500
Miscellaneous Park Events	250	250
TOTAL PARKS, RECREATION & EVENTS	**45,820**	**45,820**

FY2016 BUDGET ADJUSTMENT
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MUNICIPAL POLICE DEPARTMENT

	FY2016	FY2016
Salaries for Police Dept	257,500	257,500
Overtime for Police Officers	3,000	3,000
Police Equipment	9,500	9,500
Police Fees (licenses, dues, web)	9,495	9,495
Police Supplies	3,000	3,000
Police Telephone	1,500	1,500
Police Cell Phones	3,600	3,600
Police Building Maint-Utilities	16,000	16,000
Police Uniforms	3,000	3,000
Police Training	2,500	2,500
Police Vehicle Maintenance	8,000	8,000
Police Vehicle Gas	18,000	18,000
K-9 Expense	0	0
Police Capital Expense (CIP)	7,500	7,500
TOTAL MUNICIPAL POLICE DEPT	**342,595**	**342,595**

NON-DEPARTMENTAL EXPENSES

Property & Liability Insurance	13,400	13,400
Payroll Taxes & FICA	40,000	40,000
Employee Pension	35,000	35,000
Health/Life/STD Insurance	100,000	100,000
Workers Comp. Insurance	13,500	13,500
Banquet/Christmas Expenses	3,000	3,000
Contingency Fund	19,526	19,526
Misc	1,500	1,500
TOTAL NON-DEPARTMENTAL EXPENSES	**225,926**	**225,926**

LONG TERM CAPITAL IMPROVEMENTS

	FY2016	FY2016
Street, drainage and overlay programs	255,008	215,000
Town Hall Exterior Rehabilitation/DNR Tree	0	0
National Road Heritage Museum	0	15,000
Shafer Park -Project Open Space	54,500	90,000
TOTAL LONG TERM CAP IMPROVEMENT	**309,508**	**320,000**

CAPITAL IMPROVEMENTS

Dump Truck	70,000	77,000
Maintenance Shop Heating	21,500	21,500
~~Storage Bl~~ Salt Storage Facility	12,500	40,000
Annex Retrofit	35,000	35,000
Backhoe	35,000	33,000
Town Hall Building Security		10,000
Video Cameras/License Plate Reader	12,000	12,000
TOTAL CAPITAL IMPROVEMENTS	**186,000**	**228,500**

January 2016

FY2016 BUDGET ADJUSTMENT

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DEBT SERVICE	FY16	Adjustment
New Park Development Loan Payment	165,000	165,000
Mortgage wellhead protection property	15,500	15,500
Loan Interest FY15CIP	50,000	50,000
TOTAL DEBT SERVICE	**230,500**	**230,500**

TOTAL ALL EXPENSES			**2,061,991**	**2,121,491**
TOTAL REVENUES			**2,061,991**	**2,121,491**
EXCESS REVENUES OVER EXPENSES			**0**	**0**