

Town of Boonsboro

FISCAL YEAR 2023

BUDGET

Town of Boonsboro Funds

GENERAL FUND (Funded primarily by Property Taxes):

Responsible for maintenance of streets, facilities and parks, snow removal, providing sanitation, Planning and Zoning, Police and Public Safety and Town events.

WATER FUND (Funded primarily by Water Usage Charges):

Responsible for producing, treating and distributing potable water which is regulated by the State of Maryland, and providing adequate infrastructure necessary to ensure safe handling and delivery of water.

SEWER FUND (Funded primarily by Sewer Usage Charges):

Responsible for the collection and treatment of sewage, as regulated by the State of Maryland.

Fiscal Year 2022 General Fund Revenues

The Fiscal Year 2022 General Fund Budget consists of Revenue from Property Taxes, Income and other Taxes, Licenses and Permits and Sanitation Charges (Trash Collection). The Property Tax Rate for Fiscal Year 2022 is \$0.3591 cents per \$100 of assessed property. This is the same Tax Rate as Fiscal Year 2021 and represents the constant rate option proposed. Grants, State and County Funding provide additional revenue to the Town's General Fund Budget.

Local Property Tax Rates – Real Estate

(Per \$100 of assessed property)

Town / Municipality	FY2020 Rate	FY2021 Rate	FY2022 Rate	FY2023 Rate
Boonsboro - Real Property	\$ 0.3591	\$ 0.3591	\$ 0.3591	\$ 0.3591
Clear Spring – Real Property	\$ 0.32	\$ 0.32	\$0.32	
Funkstown – Real Property	\$ 0.37	\$ 0.37	\$ 0.37	
Hagerstown – Real Property	\$1.002	\$ 1.002	\$ 1.002	
Hancock – Real Property	\$ 0.52	\$ 0.52	\$ 0.52	
Keedysville – Real Property	\$ 0.18	\$ 0.18	\$ 0.18	
Sharpsburg – Real Property	\$ 0.35	\$ 0.35	\$ 0.35	
Smithsburg – Real Property	\$ 0.35	\$ 0.35	\$0.35	
Williamsport – Real Property	\$ 0.485	\$ 0.485	\$ 0.485	
Washington Co – Real Property	\$ 0.823	\$ 0.823	\$0.948	

Local Tax Rates – Personal Property

(Per \$100 of assessed property)

Town / Municipality	FY2020 Rate	FY2021 Rate	FY2022 Rate	FY2023 Rate
Boonsboro – Personal Property	\$ 0.87	\$ 0.87	\$ 0.87	\$ 0.87
Clear Spring – Personal Property	\$ 0.70	\$ 0.70	\$ 0.70	
Funkstown – Personal Property	\$ 0.875	\$ 0.875	\$ 0.875	
Hagerstown – Personal Property	\$ 2.505	\$ 2.505	\$ 2.505	
Hancock – Personal Property	\$ 0.95	\$ 0.95	\$ 0.95	
Keedysville – Personal Property	\$ 0.45	\$ 0.45	\$ 0.45	
Sharpsburg – Personal Property	\$ 0.875	\$ 0.875	\$ 0.875	
Smithsburg – Personal Property	\$ 0.875	\$ 0.875	\$ 0.875	
Williamsport – Personal Property	\$0.0121	\$0.0121	\$0.0121	
Washington Co – Personal Property	\$ 2.37	\$ 2.37	\$ 2.37	\$

Property Tax Revenues

TAX REVENUE	FY 2020 Actual	FY 2021 Actual	FY 2022 Budget & YTD	FY 2023 Proposed Budget
Real Property Current Rate = \$ 0.3591	\$ 1,134,330	\$ 1,176,674.53	\$ 1,214,800 • \$ 1,214,064 YTD Actual	\$ 1,259,800 • Based on SDAT projection
Personal Property – Incorporated Current Rate = \$ 0.87	\$ 72,305	\$ 71,978.68	\$ 80,000 • \$ 62,135 YTD Actual	\$ 80,000
Personal Property – Unincorporated Current Rate = \$ 0.87	\$ 3,394	\$ 4,683.91	\$ 50,000 • \$ 2,178 YTD Actual	\$ 4,500
Penalties and Interest	\$ 4,989	\$ 4,992.47	\$ 3,500 • \$ 3,014 YTD Actual	\$ 3,500
Less Discounts and Abatements	(\$ 6,214)	(\$ 6,609.01)	(\$ 3,500) • (\$ 3,374) YTD Actual	(\$ 3,500)
Total Property Tax Revenues	\$ 1,208,804	\$ 1,251,720.58	\$ 1,344,800 • \$ 1,278,017 YTD Actual	\$ 1,344,300

Tax and Grant Revenues

	FY 2019 Actual	FY 2020 Actual	FY 2021 Actual	FY 2022 Budget & YTD	FY 2023 Proposed Budget
State Shared Income Tax	\$ 435,905	\$ 549,524 • Increase attributed to Covid Stimulus	\$ 553,285	\$ 385,000 • \$ 281,780 YTD Revenues	\$ 385,000
Maryland State Aid for Police	\$ 26,536	\$ 26,832	\$ 29,617	\$ 30,117 • \$ 22,588 YTD Revenues	\$ 30,000
Highway User Revenue (HUR)	\$ 126,369	\$ 129,552	\$ 172,898	\$ 174,999 • \$ 81,103 YTD Revenues	\$ 175,000
Admissions & Amusement Tax	\$ 12,363	\$ 15,257	\$ 3,963	\$ 7,500 • \$ 7,553 YTD Revenues	\$ 7,500
Hotel/Motel Tax Share	\$ 33,080	\$ 27,667	\$ 30,051	\$ 25,000 • \$ 27,400 YTD Revenues	\$ 25,000
County Permit Excise Tax	\$ 51,572	\$ 25	\$ 2,949	\$ 3,772 • \$ 3,772 YTD Revenues	\$ 5,000
Housing Authority Payment (In Lieu of Income Taxes)	\$ 2,040	\$ 3,427	\$ 1,849	\$ 2,040 • \$ 1,744 YTD Revenues	\$ 1,800
Total Grants and Shared Tax Revenues	\$ 737,185	\$ 840,292	\$ 785,852	\$ 628,428 • \$ 408,616 YTD Revenues	\$ 629,300

Grant Revenues

Funding Source	FY 2023 Capital Projects	FY 23 Anticipated Revenues	FY 23 Anticipated Town Match
Program Open Space (POS)	<ul style="list-style-type: none"> Shafer Park Creek Masonry Rehab & Repair (\$225,000) 	\$ 202,500	\$ 22,500
Community Parks & Playgrounds (CP&P)	<ul style="list-style-type: none"> Shafer Park Trail – Phase IV (\$106,500) Shafer Park Trail Amenities & Enhancements (\$50,000) 	\$ 106,500 \$ 50,000	\$ 10,650 \$ 0
American Rescue Plan Act (ARPA)	<ul style="list-style-type: none"> WWTP Sludge Dewatering Facility (\$1,500,000) Drinking Water Reservoir Replacement (\$4,100,000) Advanced Metering Infrastructure (\$600,000) 	\$ 1,527,419 (\$ 3,054,838 Total) (FY22 Exp: \$ 110,948.65)	\$ 0
Appalachian Regional Commission (ARC)	<ul style="list-style-type: none"> Shafer Park Well Replacement (\$200,000) WWTP Sludge Dewatering Facility (\$1,500,000) Drinking Water Reservoir Replacement (\$4,100,000) 	\$ 100,000 \$ 215,000 \$ 500,000	\$ 100,000 \$ 215,000 \$ 500,000
FY23 MD Legislative Bond Initiatives (LBI)	<ul style="list-style-type: none"> WWTP Sludge Dewatering Facility (\$1,500,000) Chase Six / Campus Dr. Realignment & Intersection 	\$ 150,000 \$ 200,000	\$ 0 \$ 0
Washington County Grant	<ul style="list-style-type: none"> Drinking Water Reservoir Replacement (\$4,100,000) 	\$ 1,000,000	\$ 0
Congressionally Directed Spending (CDS)	<ul style="list-style-type: none"> Drinking Water Reservoir Replacement (\$4,100,000) 	\$ 1,000,000	\$ 0
FY23 State Budget Request	<ul style="list-style-type: none"> Drinking Water Reservoir Replacement (\$4,100,000) 	\$ 1,000,000	\$ 0
Total Grant Revenues		\$ 6,051,419	\$ 848,150

Additional Revenues

Licenses	FY 2019 Actual	FY 2020 Actual	FY 2021 Actual	FY 2022 Budget & YTD	FY2023 Proposed Budget
Trader Licenses	\$ 3,586	\$ 3,496	\$ 5,938	\$ 3,500 • \$ 3,502 YTD Actual	\$ 4,500
Planning and Zoning	FY 2019 Actual	FY 2020 Actual	FY 2021 Actual	FY 2022 Budget & YTD	FY2023 Proposed Budget
Building Permits	\$17,011	\$ 7,282	\$ 7,163	\$ 5,600 • \$ 8,424 YTD Actual	\$ 7,480
Development Review	\$ 2,467	\$ 2,217	\$ 6,116	\$ 4,800 • \$ 4,814 YTD Actual	\$ 8,470
TOTAL Planning and Zoning	\$ 19,478	\$ 9,499	\$ 13,279	\$ 10,400 • \$ 13,238 YTD Actual	\$ 15,950
Sanitation Revenue	FY 2019 Actual	FY 2020 Actual	FY 2021 Actual	FY 2022 Budget & YTD	FY 2023 Proposed Budget
Sanitation Charges	\$ 106,380 (1325 households @ \$20/ quarter)	\$ 134,253 (1332 households @ \$25/ quarter)	\$ 135,901 (1334 households @ \$25/quarter)	\$ 133,200 • \$ 104,103 YTD Actual (1360 households @ \$25/quarter)	\$ 144,100 (1441 households@ \$25/quarter)

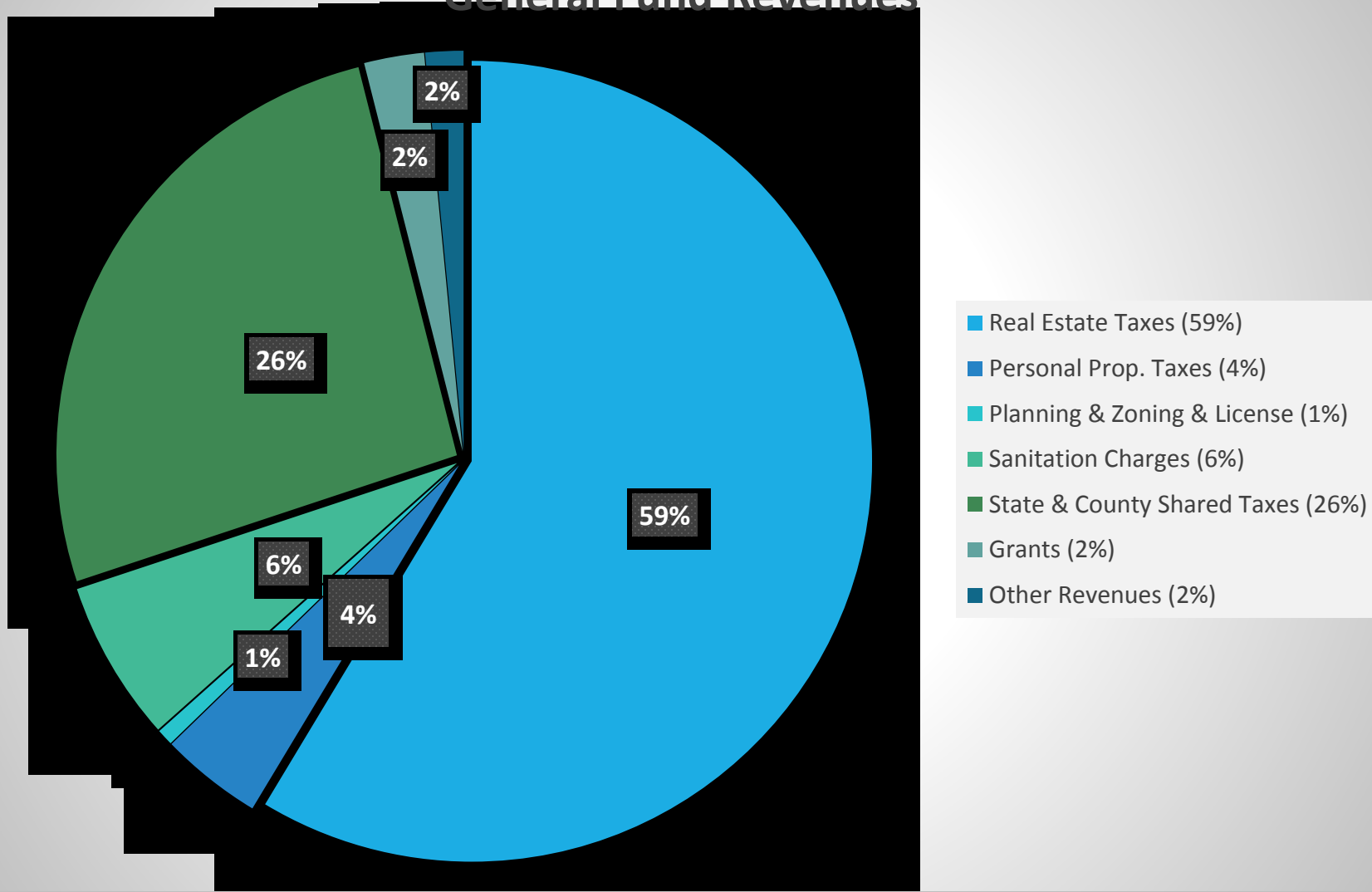
Other Revenues

	FY 2019 Actual	FY 2020 Actual	FY 2021 Actual	FY 2022 Budget & YTD	FY 2023 Proposed Budget
Interest and Dividends	\$ 38,300 <ul style="list-style-type: none"> Increase due to new investment policy 	\$ 48,999	\$ 16,466	\$ 7,500 <ul style="list-style-type: none"> \$ 10,048 YTD Actual 	\$ 7,500
Park and Rental Income	\$ 12,665	\$ 4,911	\$ 6,095	\$ 5,500 <ul style="list-style-type: none"> \$ 6,754 YTD Actual 	\$ 6,500
Cable Television Fees	\$ 21,037	\$ 24,422	\$ 32,739	\$ 23,500 <ul style="list-style-type: none"> \$ 15,629 YTD Actual 	\$ 25,000
Miscellaneous Income <ul style="list-style-type: none"> Food Truck Love Your Local Banner 	\$ 17,300	\$ 12,466	\$ 31,629	\$ 13,000 <ul style="list-style-type: none"> \$ 21,423 YTD Actual (Sale of 2 trucks \$12,500) 	\$ 10,000
Total Miscellaneous Revenue	\$ 89,302	\$ 90,798	\$ 86,929	\$ 49,500 <ul style="list-style-type: none"> \$ 53,854 YTD Actual 	\$ 49,000

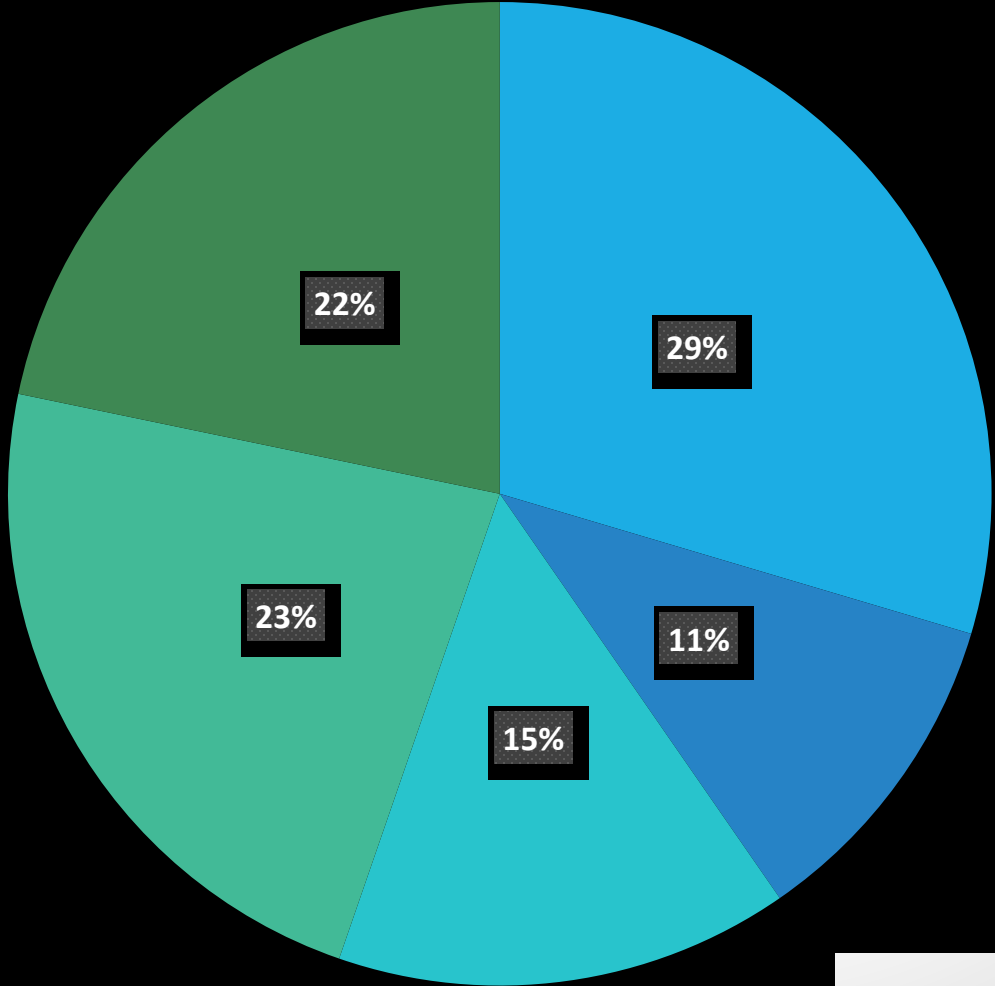
Total General Fund Revenue

	FY 2019 Actual	FY 2020 Actual	FY 2021 Actual	FY 2022 Budget & YTD	FY 2023 Proposed Budget
TOTAL - ALL REVENUES	\$ 2,151,743	\$ 2,305,828	\$ 2,505,179	\$ 2,170,478 • \$ 3,498,285 YTD	\$ 2,599,650
Excess Revenue over Expenses	\$ 494,156	\$ 423,099	\$ 567,499	\$ 0 • \$ 2,038,706 YTD	\$ 0

General Fund Revenues



Total Revenues - All Sources & Funds



- General Fund (29%)
- State Shared Revenues (11%)
- Water Fund (15%)
- Sewer Fund (23%)
- Grants (22%)

EXPENSES

Expenses in the General Fund Budget cover Administration, Boards and Commissions, Projects and Events, Public Works - including Street Projects, Equipment Maintenance and Snow Removal, Facilities Maintenance, Police and Public Safety, Debt and Capital Improvements.

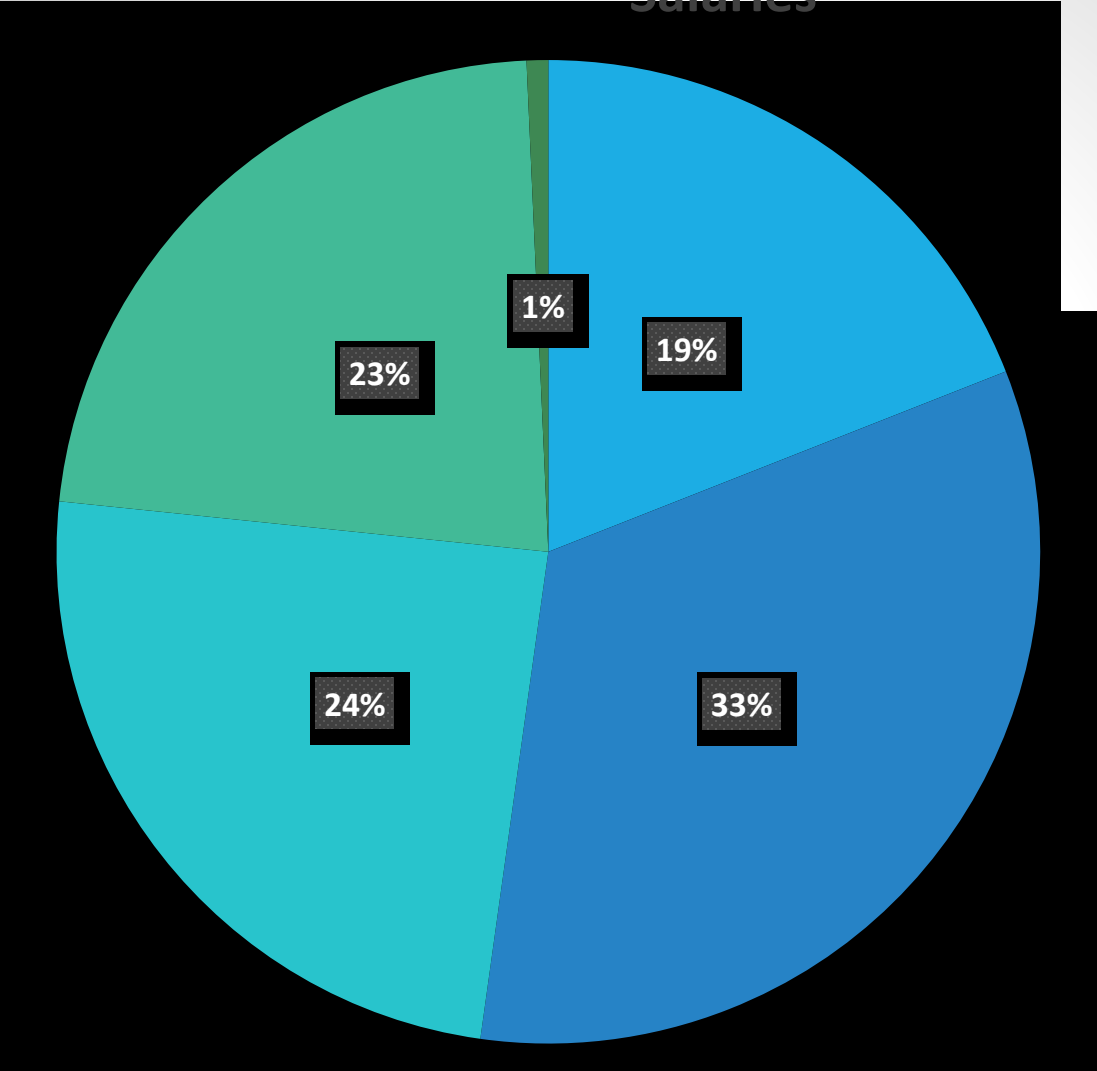
Town Administration

	FY 2019 Actual	FY 2020 Actual	FY 2021 Actual	FY 2022 Budget & YTD	FY 2023 Proposed Budget
Mayor and Council	\$ 24,330	\$ 17,329	\$ 18,160	\$ 25,800 • \$18,138 YTD	\$ 22,800
Office Administration Salaries	\$ 132,589	\$147,866	\$123,536	\$ 141,880 • \$ 111,447 YTD	\$ 163,500
Insurance and Pension	\$ 164,703	\$ 52,236 • Allocated Insurance to divisions	\$ 22,988	\$ 40,022 • \$ 24,362 YTD	\$ 75,295
Office Administration Expense	\$ 31,296	\$ 31,218	\$ 39,366	\$ 51,425 • \$ 30,099 YTD	\$ 40,332
Legal, Audit & Professional Services	\$ 36,610	\$ 25,936	\$ 22,568	\$ 26,750 • \$ 15,523 YTD	\$ 76,550
Accounting Services	\$ 1,083	\$ 9,000	\$ 5,520	\$ 7,500 • \$ 2,990 YTD	\$ 8,000
Planning, Zoning and Engineering	\$ 21,306	\$ 41,179	\$ 12,482	\$ 13,700 • \$ 10,642 YTD	\$ 20,700
MS4	\$ 5,433	\$ 3,952	\$ 15,600	\$ 5,000 • \$ 687 YTD	
Contingency and Miscellaneous	\$ 13,973	\$ 7,214	\$ 1,191	\$ 5,748 • \$ 7,452 YTD	
Total Administration	\$ 430,240	\$ 335,930	\$ 261,411	\$ 317,825 • \$ 221,340 YTD	\$ 407,177

Town Salaries – all funds - allocated

	FY 2019 Actual	FY 2020 Actual	FY 2021 Actual	FY 2022 Budget & YTD	FY 2023 Proposed Budget
Mayor and Council	\$ 13,277	\$ 11,800	\$ 11,800	\$ 11,800 • \$ 8,850 YTD Actual	\$ 11,800
Administration Salaries	\$ 347,591 • Allocated 50% •25% •25%	\$ 381,454 • Allocated 50% •25% •25% • Planner Salary all to GF	\$ 334,765 Allocated 50% •25% •25% • Planner Salary Allocated	\$ 317,111 • \$ 309,606 YTD Actual Allocated 50% •25% •25% • Planner Salary Allocated	\$ 446,540
Police Salaries	\$ 312,317	\$ 349,669	\$ 388,498	\$ 553,160 • \$ 346,133 YTD Actual	\$ 516,000
Public Works	\$ 174,918 • Allocated 34% •33% • 33%	\$ 326,324 • Allocated 50% •25%•25%	\$ 247,780 Allocated 50% •25%•25%	\$ 407,210 • \$ 337,582 YTD Actual Allocated 50% • 30%• 20%	\$ 457,500
Water & Sewer	\$ 424,042	\$ 269,959	\$ 281,337	\$ 377,622 • \$ 374,573 YTD Actual	\$ 310,000
Total Salary Expense	\$ 1,272,145	\$ 1,339,206	\$ 1,264,180	\$ 1,666,903 • \$ 1,376,744 YTD Actual	\$ 1,730,040

Salaries



- Administration (19%)
- Police (33%)
- Public Works (24%)
- Water & Sewer (23%)
- Mayor & Council (1%)

Events, Boards and Commissions

	FY 2019 Actual	FY 2020 Actual	FY 2021 Actual	FY 2022 Budget & YTD	FY 2023 Proposed Budget
Economic Development Commission	\$ 6,520	\$ 14,169	\$ 13,950	\$ 23,500 • \$ 17,964 YTD Actual	\$ 32,100 • \$2,000 Meeting Costs • \$9,200 Sponsorships, Rack Cards, and Events • \$8,900 Beautification Project & Banners • \$1,000 MML Conference • \$9,000 Tourism Advertising, Marketing, Consultation, & Contracts • \$2,000 Support & Startup for Boonsboro Town Alliance
Environmental Commission	\$ 4,988	\$ 3,938	\$ 4,334	\$ 6,580 • \$ 3,908 YTD Actual	\$ 14,580 • \$1,080 Meeting Costs • \$12,500 Community Garden Project • \$500 Public Education • \$500 Farmer's Market
Public Safety Commission	\$ 4,210	\$ 1,108	\$ 115	\$ 1,250 • \$ 1,212 YTD Actual	\$ 2,210 • \$960 Meeting Costs • \$1,250 National Night Out
Park Board and Events	\$ 15,555	\$ 10,831	\$ 13,869	\$ 18,250 • \$ 16,361 YTD Actual	\$ 26,210 • \$960 Meetings • \$20,250 Park Events
Total Events, Boards and Commissions	\$ 47,050	\$ 58,660	\$ 19,713	\$ 50,540 • \$ 40,405 YTD Actual	\$ 75,100

Police and Public Safety

	FY 2019 Actual	FY 2020 Actual	FY 2021 Actual	FY 2022 Budget & YTD	FY 2023 Proposed Budget
Police Officers and Admin Salary Exp	\$ 272,125	\$ 326,495	\$ 306,924	\$ 426,365 • \$273,742 YTD Actual	\$ 406,500
Insurance and Pension		\$ 33,661	\$ 81,574	\$ 126,795 • \$72,391 YTD Actual	\$ 123,000
Police Equipment and Building Maintenance	\$ 42,935	\$ 41,211	\$ 38,535	\$ 60,000 • \$36,405 YTD Actual	\$ 26,500
Police Vehicle Expense	\$ 30,042	\$ 28,894	\$ 20,523	\$ 30,000 • \$21,621 YTD Actual	\$ 35,000
Police Capital Improvement	\$ 0	\$ 61,370 (used vehicles purchased)	\$ 50,079 Computer update and new vehicle	\$ 65,000 (new vehicle) • \$ 40,730 YTD Actual	\$ 70,000 (New Vehicle)
Police Department Contingency					\$ 50,000
Rescue Company Contribution	\$ 24,000	\$ 25,000	\$ 25,000	\$ 25,000 • \$ 12,500 YTD Actual	\$ 25,000
Fire Department Contribution	\$ 24,000	\$ 25,000	\$ 25,000	\$ 25,000 • \$ 12,500 YTD Actual	\$ 25,000
Total Police and Public Safety	\$ 393,102	\$ 541,631	\$ 547,635	\$ 758,160 • \$ 457,389 YTD Actual	\$ 761,000

Public Works

Streets, Buildings and Grounds, Parks and Recreation	FY 2019 Actual	FY 2020 Actual	FY 2021 Actual	FY 2022 Budget & YTD	FY 2023 Proposed Budget
Public Works Salaries	\$ 82,139	\$ 133,902	\$ 124,915	\$ 149,500 • \$ 103,453 YTD Actual	\$ 159,250
Insurance and Pension		\$ 29,260	\$ 51,822	\$ 67,625 • \$ 44,825 YTD Actual	\$ 96,100
Employees Uniforms	\$ 1,090	\$ 1,522	\$ 2,206	\$ 2,000 • \$ 896 YTD Actual	\$ 2,000
Vehicles and Equipment	\$ 31,997	\$ 35,181	\$ 25,062	\$ 82,100 • \$ 61,545 YTD Actual	\$ 87,000
Street Lighting	\$ 61,639	\$ 57,235	\$ 57,883	\$ 70,000 • \$ 43,047 YTD Actual	\$ 60,000
Street Maintenance	\$ 10,090	\$ 3,526	\$ 8,037	\$ 32,000 • \$ 4,827 YTD Actual	\$ 50,000
Buildings and Grounds	\$ 85,891	\$ 77,763	\$ 74,802	\$ 94,000 • \$ 55,726 YTD Actual	\$ 85,000
Yard Debris Site	\$ 11,112	\$ 8,500	\$ 7,133	\$ 12,000 \$ 5,500 YTD Actual	\$ 8,000
Parks and Recreation	\$ 63,235	\$ 59,016	\$ 59,948	\$ 41,460 • \$ 20,849 YTD Actual	\$ 50,500
Sanitation and Recycling	\$ 180,011	\$ 185,807	\$ 176,606	\$ 222,695 • \$ 133,477 YTD Actual	\$ 196,012
Snow Removal	\$ 23,873	\$ 17,040	\$ 20,783	\$ 41,500 • \$ 36,283 YTD Actual	\$ 37,000
Fire Hydrants	\$ 11,569	\$ 11,801	\$ 699	\$0	\$0
Total Public Works	\$ 562,646	\$ 620,553	\$ 609,869	\$ 805,280 • \$ 510,428 YTD Actual	\$830,862

Capital Improvement and Equipment

	FY 2019 Actual	FY 2020 Actual	FY 2021 Actual	FY 2022 Budget & YTD	FY 2023 Proposed Budget
Streets – Paving, Drainage & Overlay	\$ 14,501	\$ 61,950	\$ 107,102	\$ 0	\$ 0
Shafer Park Project Open Space Grants	\$ 32,423	\$ 63,111 (2019 Grant Award)	\$ 218,469	\$ 0 • \$ 1916 YTD Actual	\$ 225,000
Shafer Park Trail Extension & Amenities (CP&P)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 165,000
MS 4 Permitting	\$ 5,433	\$ 3,972	\$ 15,600	\$ 5,000 • \$ 687 YTD Actual	
Comprehensive Plan Update	\$ 0	\$ 0	\$ 0	\$ 0	\$ 25,000
Utility Truck Replacement	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Skid loader	\$ 41,829	\$ 0	\$ 0	\$ 0	\$ 0
Tractor & Sweeper	\$ 0	\$ 0	\$ 0	\$ 0	\$ 37,000
Police Vehicle	\$ 0	\$ 55,000	\$ 50,079	\$ 43,000 • \$ 40,730 YTD Actual	\$ 70,000
Total Capital Improvements	\$ 94,186	\$ 184,033	\$ 391,250	\$ 90,000	\$ 522,000

General Fund Loan Balances

	FY 2019 Actual	FY 2020 Actual	FY 2021 Actual	FY 2022 Budget & YTD	FY 2023 Proposed Budget
New Park Development Loan 2.38% - matures 2021	\$ 563,255	\$ 407,228	\$ 246,693	\$ 81,519 • Final Payment	\$ 0
Wellhead Protection Loan 0% - matures 2024	\$ 77,500	\$ 62,000	\$ 46,500	\$ 31,000 • \$ 15,500 YTD	\$ 15,500
General Fund Loan to Sewer Fund	\$ 0	\$ 0	\$ 0	\$ 0	\$ 53,109
TOTAL	\$ 640,755	\$ 469,228	\$ 293,193	\$ 112,519	\$ 68,609

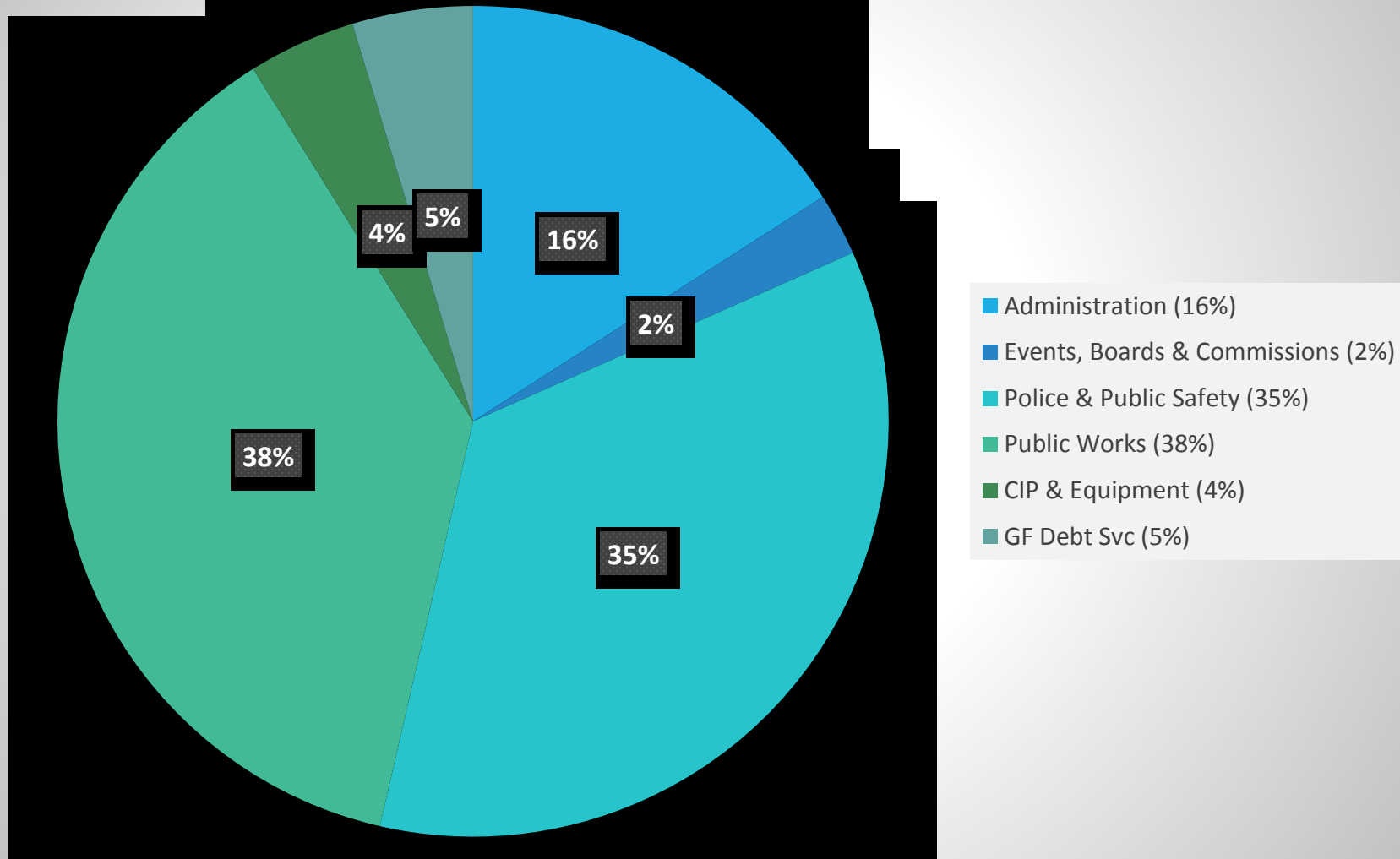
General Fund Debt Service

	FY 2019 Actual	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Proposed Budget
New Park Development Loan 2.38% - matures 2021	\$ 156,027	\$ 160,535	\$ 165,175	\$ 81,519 • Final Payment	\$ 0
Wellhead Protection Loan 0% - matures 2024	\$ 15,500	\$ 15,500	\$ 15,500	\$ 15,500	\$ 15,500
Interest Expense	\$ 11,591	\$ 7,816	\$ 7,782	\$ 3,906	\$ 0
Contingency Fund					\$ 41,902
TOTAL	\$ 183,118	\$ 183,851	\$ 188,457	\$ 100,925	\$ 57,402

General Fund Investments

	FY 2019 Actual	FY 2020 Actual	FY 2021 Actual	FY 2022 YTD	FY 2023 Projected
Restricted Reserve Funds <ul style="list-style-type: none"> Excise Tax Funds Hotel Motel Tax Funds Highway User Tax Funds Boonsboro Town Alliance County Reservoir Grant 	\$ 166,478 <ul style="list-style-type: none"> \$ 76,763 \$ 9,960 \$ 79,845 	\$ 167,449 <ul style="list-style-type: none"> \$ 81,089 \$ 6,515 \$ 79,845 	\$ 147,702 <ul style="list-style-type: none"> \$ 76,673 \$ 69 \$ 70,960 	\$ 1,148,782 <ul style="list-style-type: none"> \$ 76,673 \$ 69 \$ 70,960 \$ 1,080 \$ 1,000,000 	\$ 0 <ul style="list-style-type: none"> 0.00 0.00 0.00 0.00 0.00
CD Investments <ul style="list-style-type: none"> Unrestricted Restricted 	\$ 1,378,912 <ul style="list-style-type: none"> \$ 1,334,886 \$ 47,238 	\$ 1,968,685 <ul style="list-style-type: none"> \$ 1,923,015 \$ 48,329 	\$ 1,454,903 <ul style="list-style-type: none"> \$ 1,408,947 \$ 49,773 	\$ 2,174,903 <ul style="list-style-type: none"> \$ 2,124,214 \$ 50,689 	
Money Market	\$ 3,212	\$ 186,164	\$ 718,619	\$ 672	
TOTAL	\$ 1,548,602	\$ 2,322,298	\$ 2,321,224	\$ 3,324,357	

Total Expenses - General Fund

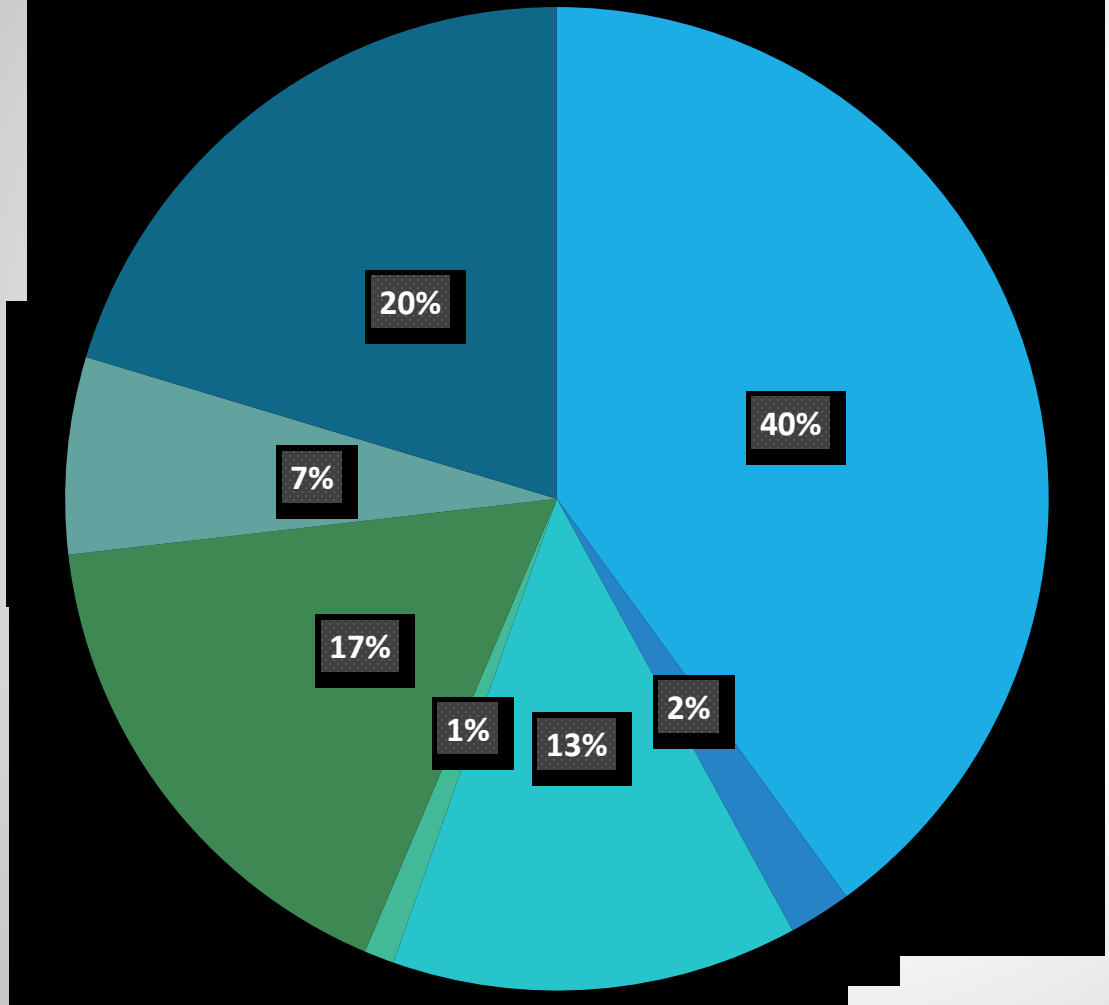


Total Expenses and a Balanced Budget

	FY 2019 Actual	FY 2020 Actual	FY 2021 Actual	FY 2022 Budget & YTD	FY 2023 Proposed Budget
TOTAL ALL EXPENSES	\$ 1,657,588	\$ 1,882,729	\$ 1,956,004	\$ 2,059,630 • \$ 1,459,580 YTD	\$ 2,599,650

	FY 2019 Actual	FY 2020 Actual	FY2021 Actual	FY 2022 Budget & YTD	FY 2023 Proposed Budget
TOTAL ALL REVENUE	\$ 2,151,743	\$ 2,305,828	\$ 2,523,503	\$ 2,059,630 • \$ 3,498,285 YTD	\$ 2,599,650
Excess Revenue over Expenses	\$ 494,156	\$ 423,099	\$ 567,499	\$ 2,038,706	\$ 0

Total Expenses - All funds



- General Fund (40%)
- GF Debt Svc (2%)
- Water Fund (13%)
- WF Debt Svc (1%)
- Sewer Fund (17%)
- SF Debt Svc (7%)
- Capital Outlay - WF & SF (20%)

WATER and SEWER RATES

The Water and Sewer Rate Tier was adopted and implemented beginning July 1, 2015. The Rate Tier includes a plan to incorporate portions of the Debt Service of the Wastewater Treatment Plant into the usage charges for Sewer.

The Water and Sewer Rate Tier is an equitable way to distribute costs of services and debt by charging users of the Utility System a fixed fee and costs based on usage. Those users that use more water service will pay more than those that use less water service.

While conducting an audit of customer accounts, staff determined water fixed fees, sewer fixed fees, and sanitation/recycling charges were not being charged equitably. With the FY23 Budget Introduction, the BMUC proposes to correct the discovered inequities and continue to audit customer accounts. The following budget proposals reflect this change.

Fiscal Year 2023 Water and Sewer Rates

The Boonsboro Municipal Utilities Commission is not proposing an increase in the Water and Sewer Rate for Fiscal Year 2022.

	In Town Residential	Out of Town Residential	In Town Commercial	Out of Town Commercial
Water Fixed Fee	\$15.00/Household	\$22.50/Household	\$15.00/EDU	\$22.50/EDU
Sewer Fixed Fee	\$55.00/Household		\$55.00/EDU	
Volume				
1 - 18,000 gallons Water	\$6.20/1,000 gallon	\$9.30/1,000 gallon	\$6.20/1,000 gallon	\$9.30/1,000 gallon
18,001 + gallons Water	\$9.30/1,000 gallon	\$11.30/1,000 gallon	\$9.30/1,000 gallon	\$11.30/1,000 gallon
1 – 18,000 gallons Wastewater (Sewer)	\$9.00/1,000 gallon		\$9.00/1,000 gallon	
18,001 + gallons Wastewater (Sewer)	\$13.00/1,000 gallon		\$13.00/1,000 gallon	

Fiscal Year 2023 Water Fund

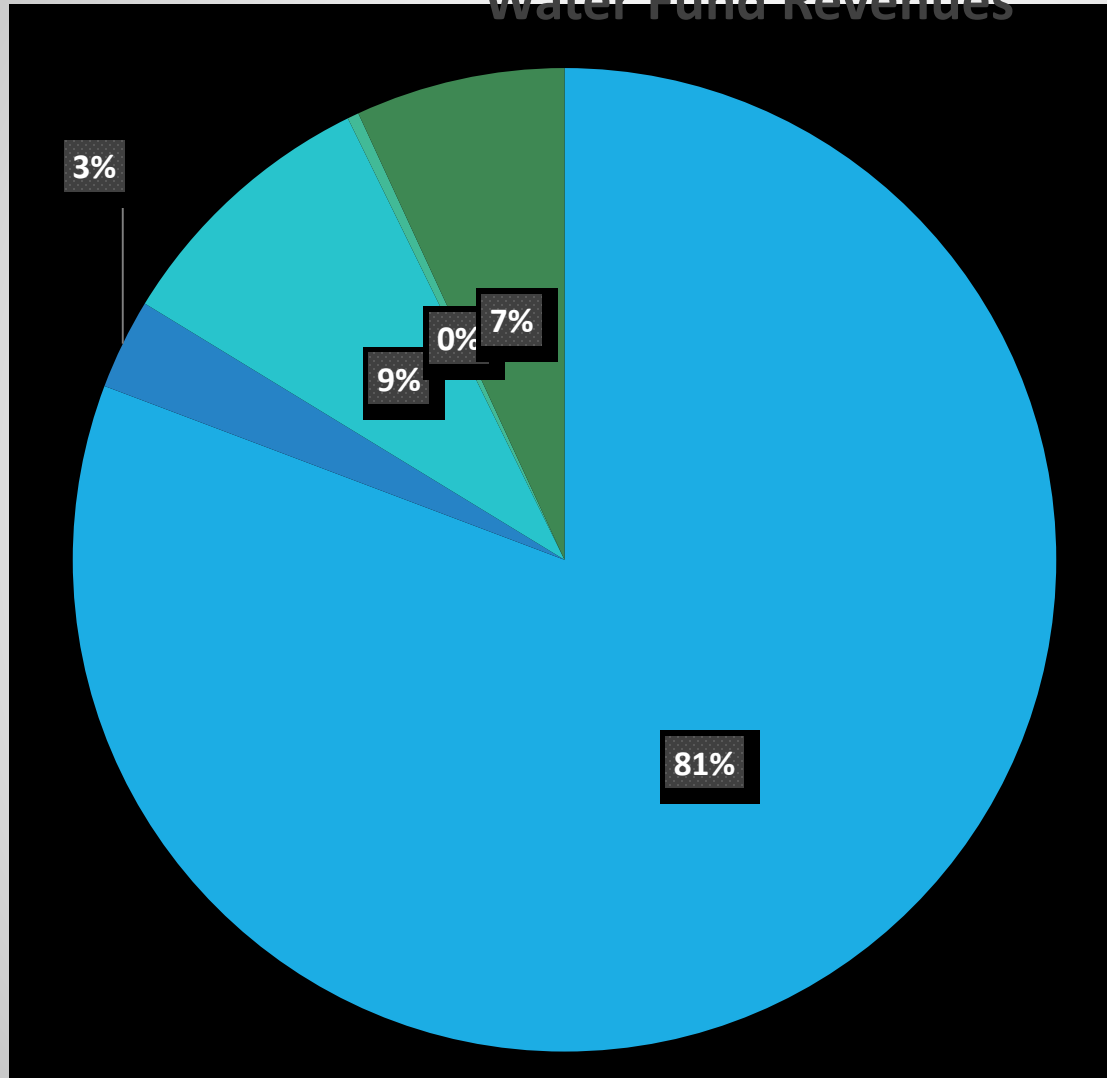
WATER FUND (Funded primarily by Water Usage Charges)

Responsible for producing, treating and distributing potable water which is regulated by the State of Maryland, and providing adequate infrastructure necessary to ensure safe handling and delivery of water.

Water Fund Revenues

	FY 2019 Actual	FY 2020 Actual	FY 2021 Actual	FY 2022 Budget & YTD	FY 2023 Proposed Budget
Boonsboro Water Charges	\$ 704,855	\$ 686,042	\$ 647,866	\$ 645,000 \$ 499,079 YTD	\$ 650,000
Water Fund User Fees (Connections)	\$ 154,000	\$ 0	\$ 18,100	\$ 0 \$ 10,550 YTD	\$ 9,550
Keedysville Administration	\$ 68,048	\$ 77,920	\$ 97,094	\$ 72,000 \$ 47,690 YTD	\$ 72,000
Debt Service and Other Income	\$ 29,784	\$ 34,025	\$ 56,693	\$ 26,768 \$ 33,569 YTD	\$ 32,768
Keedysville Contributions (Shafer Park Well Replacement, AMI System, Crestview Well Commissioning, New Billing Software)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 150,600
Grant Revenues (County, CDS, LBI, ARC, & ARPA)				\$ 55,000 \$ 113,800 YTD	\$ 4,992,000
Total Revenue	\$ 956,687	\$ 797,987	\$ 819,753	\$ 740,768	\$ 5,906,918

Water Fund Revenues



- WF Charges (81%)
- Debt Svc Chgs (3%)
- Keedysville Admin (9%)
- Other Income
- Grants (7%)

Expenses for the Water Fund

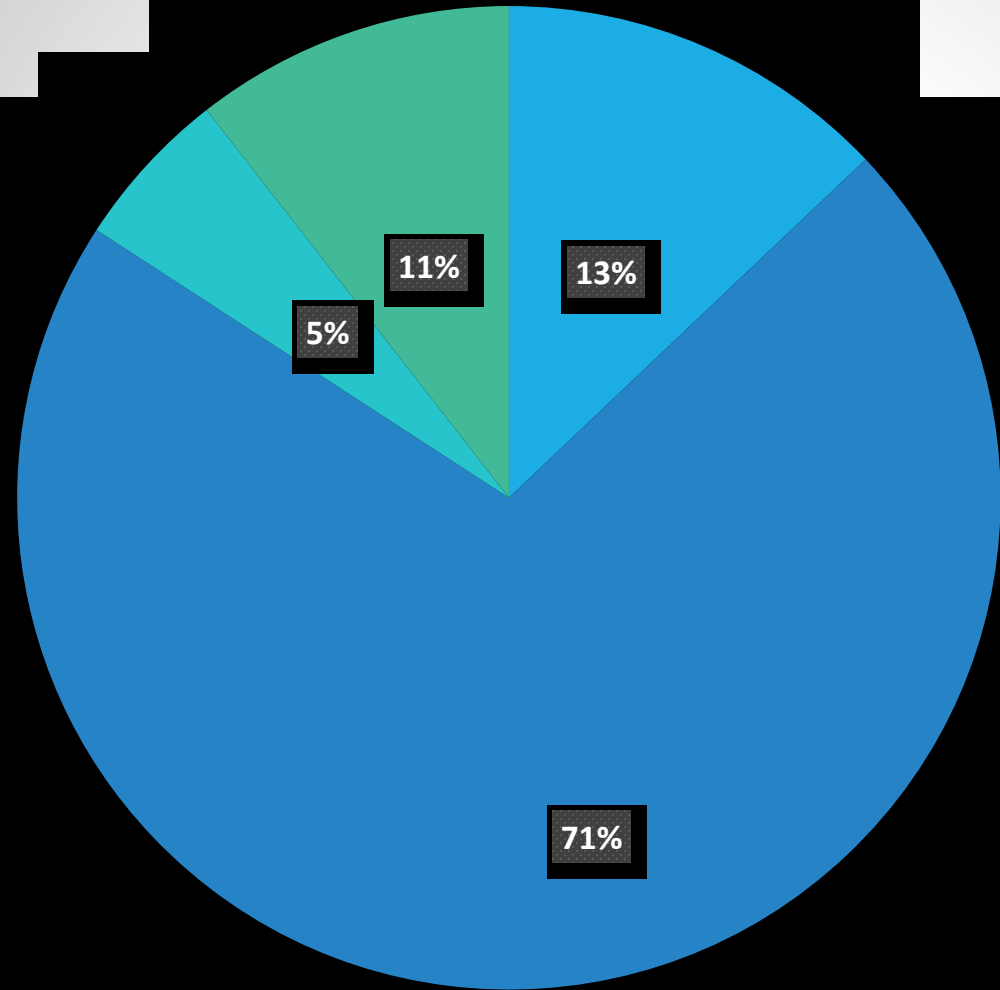
Administration, Operations, Maintenance, Capital Improvements and Debt

	FY 2019 Actual	FY 2020 Actual	FY 2021 Actual	FY 2022 Budget & YTD	FY 2023 Proposed Budget
Administration Salaries	\$ 57,500	\$ 65,000	\$ 66,253	\$ 80,000 • \$ 69,806 YTD Actual	\$ 90,000
Water Operator's Salaries	\$ 193,407	\$ 136,902	\$ 183,117	\$ 241,000 • \$ 141,638 YTD Actual	\$ 213,000
Insurance, Pension and Taxes	\$ 119,641	\$ 111,599	\$ 118,578	\$ 166,494 • \$ 144,186 YTD Actual	\$ 162,212
Employees Uniforms	\$ 3,193	\$ 2,148	\$ 2,585	\$ 3,000 • \$ 1,022 YTD Actual	\$ 3,000
Administrative Expenses	\$ 23,695	\$ 20,701	\$ 19,726	\$ 22,200 • \$ 19,800 YTD Actual	\$ 24,632
Professional Svc: Engineer, Legal, Audit	\$ 3,955	\$ 12,123	\$ 11,565	\$ 12,000 • \$ 10,375 YTD Actual	\$ 18,000
Operations	\$ 83,473	\$ 97,835	\$ 79,458	\$ 98,100 • \$ 83,500 YTD Actual	\$ 113,000
Maintenance	\$ 101,042	\$ 77,814	\$ 29,410	\$ 70,000 • \$ 33,674 YTD Actual	\$ 70,000
Debt Service	\$ 94,265	\$ 94,939	\$ 41,172	\$ 69,160 • \$ 65,021 YTD Actual	\$ 21,404
Capital Outlay Projects	\$ 55,681	\$ 246,949	\$ 53,653	\$ 216,500 • \$ 143,558 YTD Actual	\$ 4,998,000
Contingency Fund	\$ 58,680	\$ 0	\$ 0	\$ 1,607 • \$ 15,018 YTD Actual	\$ 193,670
Total Water Fund	\$ 794,532	\$ 866,010	\$ 629,233	\$ 980,061 • \$ 727,598 YTD Actual	\$ 5,906,918

Capital Improvements

	FY 2023 Projected
Drinking Water Reservoir Replacement	\$ 4,100,000
Shafer Park Well Replacement	\$ 200,000
Advanced Metering Infrastructure	\$ 600,000
Billing Software Replacement	\$ 18,000
Crestview Water Treatment Plant Decommissioning & Demolition	\$ 80,000
Total Capital Improvements	\$ 4,998,000

Water Fund Expenses



■ Administration (13%)

■ Operations (71%)

■ Debt Svc (5%)

■ Capital Outlay (11%)

Water Fund Debt Service & Loan Balances

Water Fund Loans	FY 2023
MDE Water Filtration Plant Loan <i>4.9% - matures 2028</i>	\$ 11,158 Bal \$ 64,790
MDE Alt Rt 40 Water Main Exp. Loan <i>2.2% - matures 2028</i>	\$ 5,150 Bal \$ 28,107
MDE Alt Rt 40 Water Main Exp. Loan <i>1.0% - matures 2027</i>	\$ 16,254 Bal \$ 94,203
BB&T SHA Main Street Water Line <i>2.1% - matures 2024</i>	\$ 0
TOTAL	\$ 32,562 Bal \$ 187,100

Water Fund Investments

	FY 2019 Actual	FY 2020 Actual	FY 2021 Actual	FY 2022 YTD	FY 2023 Projected
Water Fund User Fees Money Market	\$ 233,423	\$ 173,446 (\$ 3,967) WRA (\$ 24,500) Water Meters (\$ 7,500) Refund Tap Fee (\$ 24,500) Water Meters	\$ 173,788	\$ 173,879	
CD Investments • Unrestricted MVB 1.95% • Matures 2/7/2022	\$ 209,619	\$ 213,408	\$ 217,600	\$ 0	
TOTAL	\$ 443,042	\$ 386,854	\$ 391,388	\$ 173,879	

Total Expenses and a Balanced Budget

	FY 2019 Actual	FY 2020 Actual	FY 2021 Actual	FY 2022 Budget & YTD	FY 2023 Proposed Budget
TOTAL ALL EXPENSES	\$ 956,687	\$ 866,010	\$ 629,234	\$ 1,252,390 \$ 727,599 YTD	\$ 5,906,918
	FY 2019 Actual	FY 2020 Actual	FY 2021 Actual	FY 2022 Budget & YTD	FY 2023 Proposed Budget
TOTAL ALL REVENUE	\$ 794,532	\$ 797,987	\$ 812,181	\$ 1,232,390 \$ 698,155 YTD	\$ 5,906,918
Excess Revenue over Expenses	\$ 162,155	(\$ 68,023)	\$ 182,947	(\$ 20,000) • (\$ 29,444) YTD	\$ 0

Fiscal Year 2023 Sewer Fund

SEWER FUND (Funded primarily by Sewer Usage Charges):

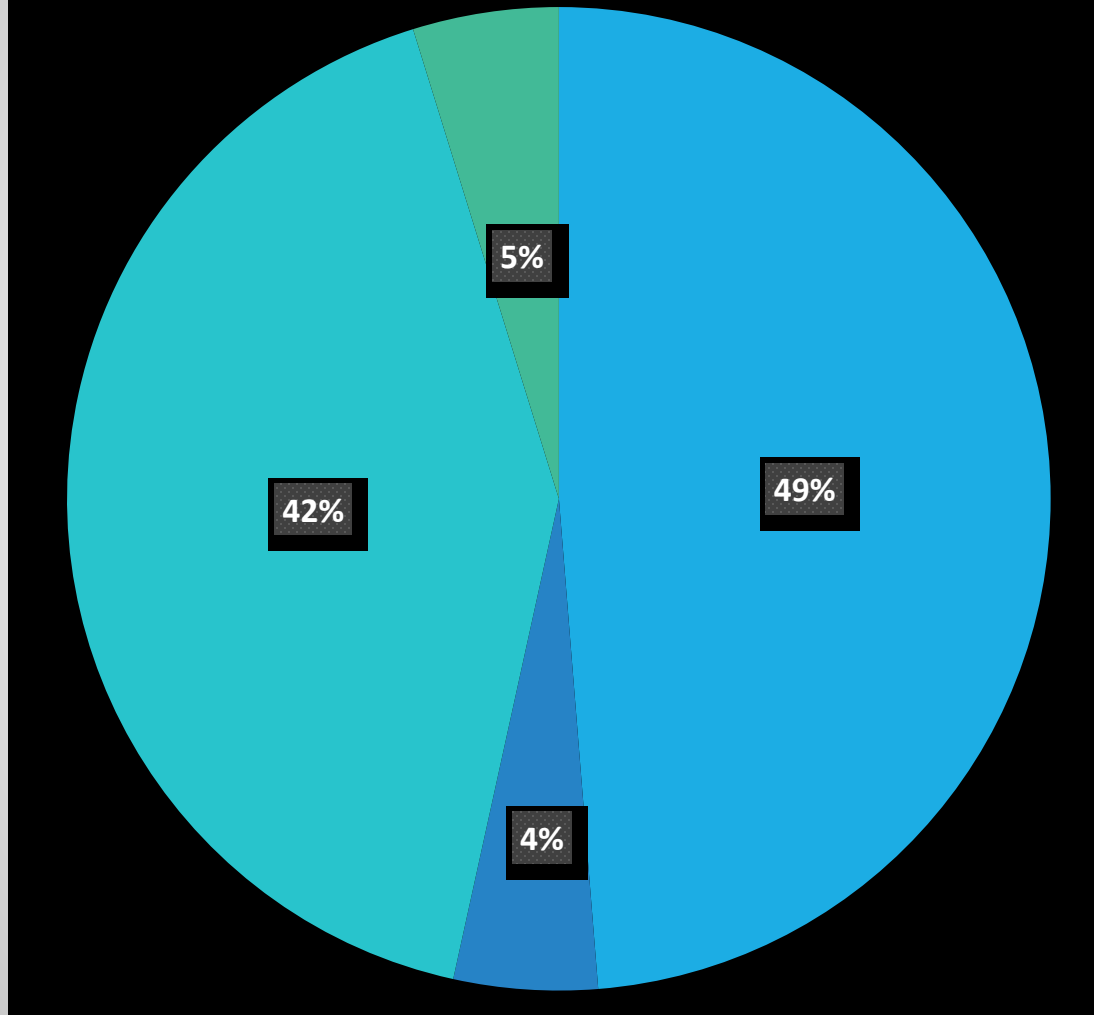
Responsible for the collection and treatment of sewage as regulated by the State of Maryland.



Sewer Fund Revenues

	FY 2019 Actual	FY 2020 Actual	FY 2021 Actual	FY 2022 Budget & YTD	FY 2023 Proposed Budget
Sewer Charges	\$ 1,077,402	\$ 1,079,749	\$ 1,054,216	\$ 1,042,000 • \$ 797,937 YTD	\$ 1,090,000
Bay Restoration and Other Income	\$ 80,337	\$ 107,274	\$ 101,496	\$ 101,500 • \$ 76,654 YTD	\$ 102,000
Sewer Fund User Fees	\$ 220,000	\$ 0	\$ 14,000	\$ 0 • \$ 0 YTD	\$ 15,500
Sewer Fund Reserve Funds	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
General Fund - Loan			\$ 0	\$ 0	\$ 53,109
Grant Funds Subsidy for Debt – Available from prior year grant	\$ 115,000	\$ 123,500	\$ 265,500	\$ 102,500	
Grant Income (LBI, ARC, & ARPA) • MD-ARC3 Sewer Main Project • American Rescue Plan • Grant MDE • Grant LBI	\$ 20,000	\$ 36,185	\$ 158,954	\$ 893,000 (\$ 325,000) (\$ 530,000) (\$ 38,000) (\$ 0) • \$ 98,158 YTD	\$ 980,000 (\$ 220,000) (\$575,000) (\$ 35,000) (\$ 150,000)
Interest Income		\$ 3,744	\$ 6,687	\$ 500 • \$ 449 YTD	\$ 500
Total Revenue	\$ 1,512,739	\$ 1,346,708	\$ 1,600,854	\$ 2,139,500	\$ 2,241,109

Sewer Fund Revenues



- SF Charges (49%)
- Bay Restoration (4%)
- Grants (42%)
- Debt Subsidy (5%)

Expenses for Sewer Fund

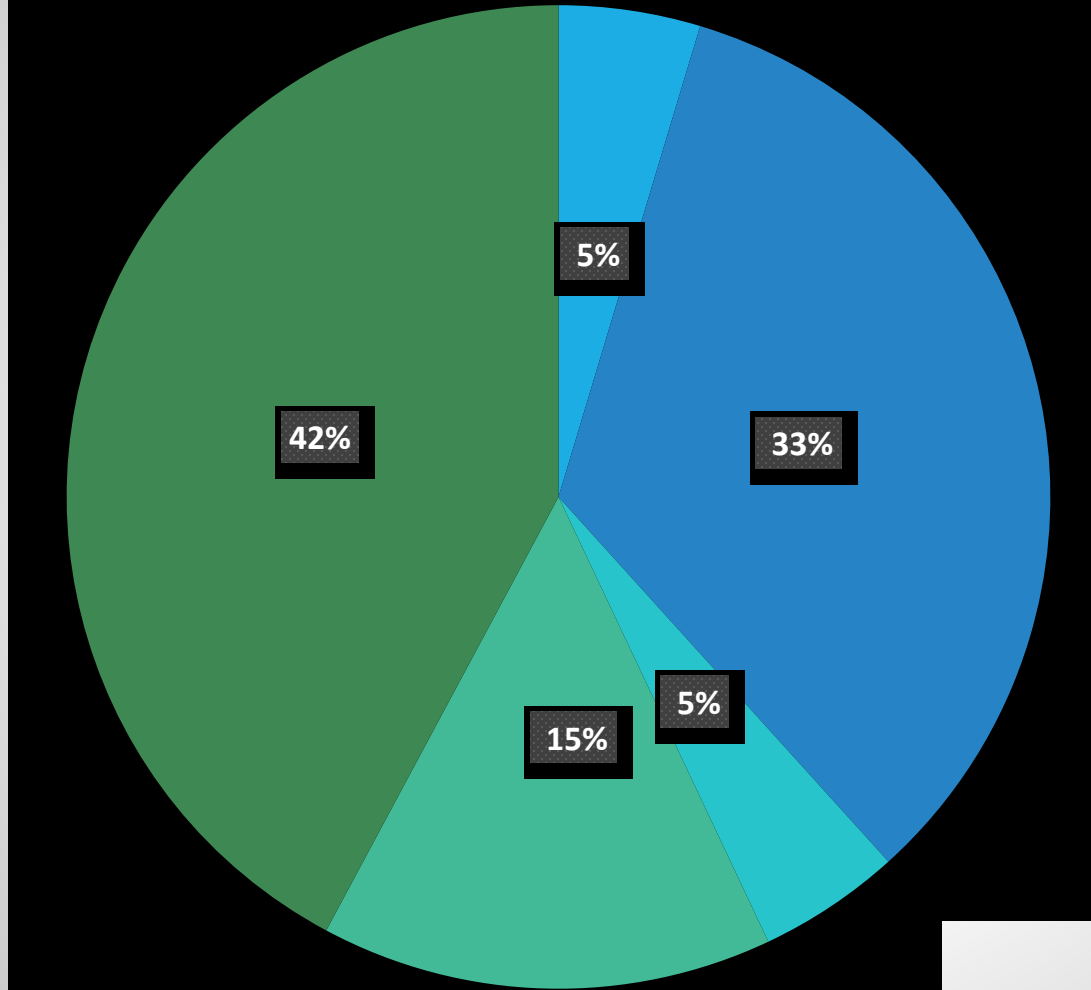
Administration, Operations, Maintenance, Capital Improvements and Debt

	FY 2019 Actual	FY 2020 Actual	FY 2021 Actual	FY 2022 Budget & YTD	FY 2023 Proposed Budget
Administration Salaries	\$ 60,806	\$ 65,000	\$ 62,872	\$ 55,200 \$ 45,103 YTD	\$ 60,000
Sewer Operator's Salaries	\$ 141,881	\$ 138,326	\$ 126,034	\$ 147,310 \$ 100,406 YTD	\$ 142,000
Insurance, Pension and Taxes	\$ 79,404	\$ 94,677	\$ 86,765	\$ 93,287 \$ 88,628 YTD	\$ 137,808
Employees Uniforms	\$ 1,843	\$ 2,147	\$ 1,855	\$ 2,500 \$ 681 YTD	\$ 2,500
Administrative Expenses	\$ 36,907	\$ 14,503	\$ 30,510	\$ 33,200 \$ 30,933 YTD	\$ 14,632
Prof. Svc: Engineer, Legal, Audit	\$3,907	\$ 52,750	\$ 4,671	\$ 10,000 \$ 3,771 YTD	\$ 18,000
Operations	\$ 290,546	\$ 441,304	\$ 384,604	\$ 397,000 \$ 280,111 YTD	\$ 401,501
Maintenance	\$ 211,659	\$ 85,446	\$ 61,000	\$ 100,000 \$ 65,954 YTD	\$ 100,000
Debt Service	\$ 316,395	\$ 317,361	\$ 317,235	\$ 316,836 \$ 316,655 YTD	\$ 317,668
Bay Restoration Fund Payment	\$ 72,000	\$ 100,766	\$ 102,169	\$ 100,000 \$ 76,049 YTD	\$ 102,000
Capital Outlay Projects	\$ 198,338	\$ 115,155	\$ 177,489	\$ 575,000 \$ 315,498 YTD	\$ 945,000
Contingency Fund	\$ 0	\$ 0	\$ 0	\$ 4,867 \$ 0 YTD	\$ 0
Total Sewer Fund	\$ 1,413,686	\$ 1,427,435	\$ 1,355,204	\$ 1,835,200	\$ 2,241,109

Capital Improvements

	FY 2023 Projected
WWTP Sludge Dewatering Facility	\$ 1,300,000
Billing Software Replacement	\$ 18,000
Total Capital Improvements	\$ 1,318,000

Sewer Fund Expenses



- Administration (5%)
- Operations (33%)
- Bay Restoration (5%)
- Debt Svc (15%)
- Capital Outlay (42%)

Sewer Fund Debt Service & Loan Balances

	FY 2023
CDA Bond Payable 3.61% - matures 2048 (Prepayable in 2024)	\$ 309,238 Bal \$ 4,923,000
MDE Park View Sewer Interceptor 1.0% - matures 2024	\$ 7,930 Bal \$ 0
TOTAL	\$ 317,168

Sewer Fund Investments

	FY 2019 Actual	FY 2020 Actual	FY 2021 Actual	FY 2022 Budget & YTD	FY 2023 Proposed Budget
Sewer Fund User Fees Money Market	\$ 145,394	\$145,748	\$ 84,689	\$ 84,750 • \$ 84,713 YTD	
CD Investments • Restricted 2.40 % matures 3/4/2020 • Restricted 2.60 % matures 3/1/2021	\$ 347,395 • \$ 114,959 • \$ 232,436	\$ 235,814 • \$ 117,752 Redeemed to pay debt • \$ 232,000 CD	\$ 102,500 • \$ 102,500 WF MM • \$ 232,000 Redeemed	\$ 0 • \$ 102,500 Redeemed to pay on debt	
TOTAL	\$ 492,789	\$ 381,562	\$ 187,189	\$ 84,750 • \$ 84,713 YTD	

Total Expenses and a Balanced Budget

	FY 2019 Actual	FY 2020 Actual	FY 2021 Actual	FY 2022 Budget & YTD	FY 2023 Proposed Budget
TOTAL ALL EXPENSES	\$ 1,413,686	\$ 1,427,434	\$ 1,675,296	\$ 2,177,310 • \$ 1,387,321 YTD	\$ 2,241,109

	FY 2019 Actual	FY 2020 Actual	FY 2021 Actual	FY 2022 Budget & YTD	FY 2023 Proposed Budget
TOTAL ALL REVENUE	\$ 1,512,739	\$ 1,223,208	\$ 2,182,740	\$ 2,139,000 • \$ 1,075,699 YTD	\$ 2,241,109
Excess Revenue over Expenses (Grant Funds for Debt Relief)	\$ 99,053	(\$ 204,226)	(\$ 183,328)	(\$ 38,310) • (\$ 311,622) YTD	\$ 0

Bryan Wachtel, Town Clerk
Kimberly Miller, Office Manager
Paul Mantello, Town Manager
Tony Nally, Treasurer

Town of Boonsboro

21 North Main Street | Boonsboro, Maryland 21713

Ph.: 301-432-5141 | Fax: 301-432-4050

Email: townmanager@townofboonsboro.com | web www.town.boonsboro.md.us

Email: officemanager@townofboonsboro.com
