



TOWN OF  
**Poolesville**  
MARYLAND

**FY 2020 Budget**

Adopted May 20, 2019

# THE TOWN OF POOLSVILLE

## FY 2020 Budget

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Adopted May 20, 2019

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| <p>The Summaries Section presents Overall Summaries, Revenue Balances on hand, Revenue Receipts and Expenses Summaries.</p> <p>In addition, this section includes some summary graphs of the status of the Town, a review of the receipt and allocation of the Impact Fees received by the Town for each new home built, and a summary of Poolesville's Outstanding Debt.</p> <p style="text-align: center;">[Poolesville's Fiscal Year starts on 1-July and ends on the next 30-June.]</p>   | <p><b>Page</b></p> <p>1 <a href="#">Poolesville's Overall Financial Forecast</a></p> <p>2 <a href="#">Restricted Funds and Cash Summaries</a></p> <p>3 <a href="#">Receipt and Allocation of Impact Fees</a></p> <p>4 <a href="#">Overview: Budgets and Taxes</a></p> <p>5 <a href="#">Overview: Town Population &amp; Public Infrastructure</a></p> <p>6 <a href="#">Schedule of Outstanding Debt Service</a></p> |   |              |   |                  |  |                |   |   |   |       |                                  |       |  |       |  |       |  |  |
| <p>This section of the Budget presents the General Fund including revenue, operating expenses and a capital projects section.</p> <p>Operations data is organized into four columns for presentation:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 15%;">FY 18 Actual</td> <td>Close-Out Figures for the immediate Past Fiscal Year.</td> </tr> <tr> <td>FY 19 Budget</td> <td>Adopted Budget for the Current Fiscal Year.</td> </tr> <tr> <td>FY 19 Projection</td> <td>Financial status of the Current Fiscal Year.</td> </tr> <tr> <td>FY 2020 Budget</td> <td>The Town's Budget for our Next Fiscal Year.</td> </tr> </table> <p>The Capital Projects section of the Budget includes forward planning for a five-year cycle, starting with the next budget year:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 15%;">FY 2020 Budget</td> <td>Immediate planning for projects to be implemented</td> </tr> <tr> <td>FY 21</td> <td>Forward planning for the future.</td> </tr> <tr> <td>FY 22</td> <td></td> </tr> <tr> <td>FY 23</td> <td></td> </tr> <tr> <td>FY 24</td> <td></td> </tr> </table> <p>A brief summary of the items included in each account is presented on each page.</p> | FY 18 Actual   | Close-Out Figures for the immediate Past Fiscal Year. | FY 19 Budget | Adopted Budget for the Current Fiscal Year. | FY 19 Projection | Financial status of the Current Fiscal Year. | FY 2020 Budget | The Town's Budget for our Next Fiscal Year. | FY 2020 Budget  | Immediate planning for projects to be implemented | FY 21 | Forward planning for the future. | FY 22 |  | FY 23 |  | FY 24 |  | <p>7~23 <b>General Fund</b></p> <p>7 <a href="#">Overall Summary</a></p> <p>8 <a href="#">Revenue Summary</a></p> <p>9 <a href="#">Expense Summary</a></p> <p><b>Operations</b></p> <p>10 <a href="#">500 Town Administration</a></p> <p>11 <a href="#">600 Elections</a></p> <p>11 <a href="#">700 Staff Salaries and Benefits</a></p> <p>12 <a href="#">800 Law</a></p> <p>12 <a href="#">900 Municipal Buildings</a></p> <p>13 <a href="#">1000 Streets, Sidewalks, and Storm Drains</a></p> <p>14 <a href="#">1100 Parks &amp; Recreation</a></p> <p>14 <a href="#">1200 Engineering</a></p> <p>14 <a href="#">1300 Planning and Zoning</a></p> <p>15 <a href="#">1400 Public Safety</a></p> <p>15 <a href="#">1500 Municipal Services</a></p> <p>15 <a href="#">1600 Grant to Water and Wastewater Fund</a></p> <p>15 <a href="#">1700 Debt Service</a></p> <p>16 <a href="#">- Summary Page</a></p> <p>17 <a href="#">2005 Office Equipment</a></p> <p>17 <a href="#">2010 Municipal Buildings and Equipment</a></p> <p>18 <a href="#">2015 Parks and Streets Equipment</a></p> <p>19 <a href="#">2020 Vehicles</a></p> <p>20 <a href="#">2025 Major Town Projects</a></p> <p>21 <a href="#">2035 Parks and Recreation</a></p> <p>22 <a href="#">2040 Major Street Repair Projects</a></p> |
| FY 18 Actual  | Close-Out Figures for the immediate Past Fiscal Year.  |   |              |   |                  |  |                |   |   |   |       |                                  |       |  |       |  |       |  |  |
| FY 19 Budget  | Adopted Budget for the Current Fiscal Year.  |   |              |   |                  |  |                |   |   |   |       |                                  |       |  |       |  |       |  |  |
| FY 19 Projection  | Financial status of the Current Fiscal Year.   |   |              |   |                  |  |                |   |   |   |       |                                  |       |  |       |  |       |  |  |
| FY 2020 Budget  | The Town's Budget for our Next Fiscal Year.  |   |              |   |                  |  |                |   |   |   |       |                                  |       |  |       |  |       |  |  |
| FY 2020 Budget  | Immediate planning for projects to be implemented  |   |              |   |                  |  |                |   |   |   |       |                                  |       |  |       |  |       |  |  |
| FY 21   | Forward planning for the future.   |   |              |   |                  |  |                |   |   |   |       |                                  |       |  |       |  |       |  |  |
| FY 22   |  |   |              |   |                  |  |                |   |   |   |       |                                  |       |  |       |  |       |  |  |
| FY 23   |  |   |              |   |                  |  |                |   |   |   |       |                                  |       |  |       |  |       |  |  |
| FY 24   |  |   |              |   |                  |  |                |   |   |   |       |                                  |       |  |       |  |       |  |  |
| <p>This section of the Budget presents the Water and Wastewater Fund including revenue, operating expenses and a capital projects section.</p> <p>Operations data is organized into four columns for presentation:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 15%;">FY 18 Actual</td> <td>Close-Out Figures for the immediate Past Fiscal Year.</td> </tr> <tr> <td>FY 19 Budget</td> <td>Adopted Budget for the Current Fiscal Year.</td> </tr> <tr> <td>FY 19 Projection</td> <td>Financial status of the Current Fiscal Year.</td> </tr> <tr> <td>FY 2020 Budget</td> <td>The Town's Budget for our Next Fiscal Year.</td> </tr> </table> <p>The Capital Projects section of the Budget includes forward planning for a five-year cycle, starting with the next budget year:</p> <p>A brief summary of the items included in each account is presented on each page.</p>  | FY 18 Actual   | Close-Out Figures for the immediate Past Fiscal Year. | FY 19 Budget | Adopted Budget for the Current Fiscal Year. | FY 19 Projection | Financial status of the Current Fiscal Year. | FY 2020 Budget | The Town's Budget for our Next Fiscal Year. | <p>23~32 <b>Water and Wastewater Fund</b></p> <p>23 <a href="#">Overall Summary</a></p> <p>24 <a href="#">Revenue Summary</a></p> <p>25 <a href="#">Expense Summary</a></p> <p><b>Operations</b></p> <p>26 <a href="#">700 Wastewater Operations</a></p> <p>26 <a href="#">750 Wastewater Administration</a></p> <p>27 <a href="#">800 Water Operations</a></p> <p>27 <a href="#">850 Water Administration</a></p> <p><b>Capital Projects</b></p> <p>28 <a href="#">Summary Page</a></p> <p>29 <a href="#">3130 Water Collection and Distribution</a></p> <p>30 <a href="#">3150 Wastewater Systems</a></p> <p>31 <a href="#">3167 Other Water/Wastewater Equipment</a></p> <p>32 <a href="#">3169 Inflow and Infiltration</a></p> <p>32 <a href="#">3170 General Infrastructure Programs</a></p> |   |       |                                  |       |  |       |  |       |  |  |
| FY 18 Actual  | Close-Out Figures for the immediate Past Fiscal Year.  |   |              |   |                  |  |                |   |   |   |       |                                  |       |  |       |  |       |  |  |
| FY 19 Budget  | Adopted Budget for the Current Fiscal Year.  |   |              |   |                  |  |                |   |   |   |       |                                  |       |  |       |  |       |  |  |
| FY 19 Projection  | Financial status of the Current Fiscal Year.   |   |              |   |                  |  |                |   |   |   |       |                                  |       |  |       |  |       |  |  |
| FY 2020 Budget  | The Town's Budget for our Next Fiscal Year.  |   |              |   |                  |  |                |   |   |   |       |                                  |       |  |       |  |       |  |  |
| <p>The final pages of the Budget include basic background information on the Town of Poolesville, its salary structure for Town employees, and a current organization chart outlining the relationship of the various branches of our municipal government.</p>   | <p>33 <a href="#">Town Statistics</a></p> <p>34 <a href="#">Poolesville Employee Salary Structure</a></p> <p>35 <a href="#">Municipal Organization Chart</a></p>   |   |              |   |                  |  |                |   |   |   |       |                                  |       |  |       |  |       |  |  |

# THE TOWN OF POOLESVILLE

## FY 2020 Budget

### Introduction

Adopted May 20, 2019

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#### **What's New This Year -**

The FY2020 Proposed Budget remains constant with past years with exception to minor changes in salaries and introduces only a few new projects.

The budget process begins with staff reviewing accounts and providing input as to maximize efficiencies. When the budget requests are received, the President of the Commissioners and Town Manager review each account and line item. Once the balanced budget is drafted, the Commissioners as a whole review and deliberate over amendments to the budget in preparation for public introduction and input.

Most revenue streams have remained flat and increased employee salaries and benefits costs require an increase in the property tax rate from .1756¢ per \$100.00 to .1800¢ per \$100.00 of assessment. This rate increase of .0044¢ per \$100.00 will impact a property with an assessment of \$500,000.00 about \$22.00 annually.

The proposed budget includes a 2.5% CPI salary increase for general employees and a larger increase for those who have obtained State certifications in water and wastewater treatment. An employee salary comparison survey was completed as part of the budget process to assist in the increase decision.

The commitment to Fair Access and working to gain a new PHS with a multi-use facility and funding infrastructure projects remains a high priority.

The General Fund is balanced with an adequate cash reserve in the event of an emergency or specific need. Good long-term planning by the Commissioners with a focus on municipal services and infrastructure has positioned the Town for a strong economic future.

Unrestricted Reserves are projected to be \$715,786.00, which is slightly above the 17.5% reserve target. Total cash reserves on hand are projected to be \$3,516,817.00 with \$1,966,069.00 of that accumulated for capital projects. Impact fees and restricted funds targeted for specific expenditures amount to \$925,159.00.

The Water and Wastewater Fund continues to face challenges to be self-sufficient due to low water rates. It is always the goal to have the Fund pay for its own operations. Many of the expenses, such as electric, chemicals, sludge hauling, and mandated State water quality tests are fixed or controlled by others. The Town has made adjustments to increase efficiencies as much as possible, but a large deficit remains. A recent rate comparison study indicated that the Town's rates were significantly low, and an increase was in order. This budget proposes a 6% increase. Consumer impacts of course depends on usage.

Below is an average per quarter increase from each water/sewer rate tier:

- 0-10,000 - \$4.11
- 10,001-20,000 - \$9.34
- 20,001 – 30,000 - \$15.69
- 30,001 – 40,000 - \$23.22
- 40,001 – 50,000 - \$31.43
- 50,001 and up - \$155.26

# THE TOWN OF POOLESVILLE

## FY 2020 Budget

### BUDGET REVIEW - Operating Accounts

Adopted May 20, 2019

Printed: 21-May-19

#### General Fund Operations

The FY20 General Fund Operations Accounts detail specific costs associated with the management of Town affairs and maintenance of all aspects of Town owned properties and services on a daily basis.

The General Fund Operating Account can be divided into two parts:

|                 |             |
|-----------------|-------------|
| Town Operations | \$2,350,021 |
| Debt Service    | \$232,471   |

1. Town Operations include the following:

**Salaries and benefits** for Town staff of 19 full-time and 3 summer helpers.

Administrative operations of Town Hall.

**Professional support**, such as engineering, legal, accounting/auditing, planning & zoning, inspections and code enforcement.

**Annual maintenance** of Town streets and parks, including snow removal, mowing, ball field maintenance, street tree care, park equipment maintenance and all such efforts required to keep Poolesville a pleasant and attractive place to live.

**Trash** collection, twice weekly, yard waste and recycling.

**Support of community outreach programs**, such as the grants program, annual fireworks display, Poolesville Day, Post Prom transportation, etc.

**Support of Community Events**, such as the Holiday Lighting Ceremony, Fridays on the Commons, Spring Fest, and Oktoberfest.

2. Debt Service includes the repayment of loans to complete certain public works projects. Currently, there are three outstanding loans: (See page 6 for details)

In FY04, a \$1,250,000 loan was made to complete the upgrade and expansion of the Wastewater Treatment Plant. As Impact Fees are collected from new home construction, they are applied to the loan.

In FY07, a \$1,440,000 loan was made to complete the Wesmond I & I relining program. For the next few years, developer proffers will supplement the annual payments.

In FY15, a \$2,304,000 loan was made to complete the Westerly I & I relining project.

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#### Water and Wastewater Operating Fund

The Commissioners continuously strive to streamline both the water and wastewater operations and the handling of the Fund's budget in order to control escalating costs as much as possible. In general, improvements have been made, but inflationary pressures, aging infrastructure and increasingly stringent requirements continue to challenge the efforts to maintain a self sufficient water and wastewater operating fund.

Over the past year, additional employees, increasing costs in salaries, benefits, communications, chemicals and maintenance have escalated operational expenses.

**This year, the Commissioners have will adopt a 6% rate increase.**

# THE TOWN OF POOLESVILLE

## FY 2020 Budget

### BUDGET REVIEW - Capital Projects and Spending

Adopted May 20, 2019

Printed: 21-May-19

#### General Capital Projects

The Capital Projects section of the budget sets the priorities for funding and spending for projects for the betterment of Poolesville as well as those projects necessary to maintain our infrastructure.

General Fund Capital projects are divided into seven accounts, with the following FY20 funding allocations:

|             |                                   |           |
|-------------|-----------------------------------|-----------|
| <b>2005</b> | Office Equipment                  | \$10,500  |
| <b>2010</b> | Municipal Buildings and Equipment | \$45,000  |
| <b>2015</b> | Parks and Streets Equipment       | \$115,000 |
| <b>2020</b> | Vehicles                          | \$87,000  |
| <b>2025</b> | Major Town Projects               | \$95,000  |
| <b>2035</b> | Parks and Recreation              | \$45,500  |
| <b>2040</b> | Major Street Repair Projects      | \$322,000 |

#### **Highlights of the General Capital Funding Plan include:**

1. The 2005 account includes (see page 17 for details)  
Funding for future office requirements, meter readers and water billing software upgrade
2. The 2010 account funds municipal building needs (see page 17 for details)  
Bus shelters, Storage building, Historic Medley Grant
3. The 2015 account funds general equipment and mower purchases (see page 18 for details)  
Funds accumulating for holiday lights, replacement equipment (10-year cycle)
4. The 2020 account accumulates funding for a ten year replacement of vehicles (see page 19 for details)  
Trucks on a ten-year replacement cycle
5. The 2025 account provides funding for major Town projects (see page 20 for details)  
Street LED lighting replacement program, Sidewalks, GIS system  
Funds are accumulating for Fisher Avenue Streetscape
6. The 2035 account includes (see page 21 for details)  
Minor park upgrades
7. The 2040 account includes road reconstruction projects (see page 22 for details)

#### Water and Wastewater Capital Projects

All Water and Wastewater Capital Projects are funded from the General Fund, and are independent of the operating budget discussed previously.

Water and Wastewater Projects are divided into five accounts, with the following FY20 allocations:

|             |                                   |           |
|-------------|-----------------------------------|-----------|
| <b>3130</b> | Water Collection and Distribution | \$740,000 |
| <b>3150</b> | Wastewater Systems                | \$160,000 |
| <b>3167</b> | Water and Wastewater Equipment    | \$89,000  |
| <b>3169</b> | Inflow and Infiltration           | \$50,00   |
| <b>3170</b> | General Infrastructure Programs   | \$40.00   |

#### **Highlights of the Water and Wastewater Capital Projects Funding Plan include:**

1. The 3130 account includes (see page 29 for details):  
Funding for Water tank painting, water system equipment and Well 11 & 14 construction.
2. The 3150 account includes (see page 30 for details):  
Accumulation of funds for several pump replacements/rebuilds for the WWTP and pump stations  
Includes funding for the design of WWTP denitrification filters. (State Grant Funding)
3. The 3167 account includes (see page 31 for details):  
Scheduled replacement of existing equipment.  
Funds for water meters, manhole flow monitors and a sewer camera
4. The 3169 account provides funding for the repair of the Town's sewer system. (see page 32 for details)
5. The 3170 account provides funds for large unanticipated water and sewer infrastructure repairs. (see page 32 for details)

# THE TOWN OF POOLESVILLE

## FY 2020 Budget

### FINANCIAL FORECAST: FY 20 Bgt. THROUGH FY 24

Adopted May 20, 2019

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#### Part 1[a] - Recap of Recent Seven-Line Budgets

| Item                                 | FY 18 Actual                    | FY 19 Budget                  | FY 19 Projection              | FY 20 Budget                |
|--------------------------------------|---------------------------------|-------------------------------|-------------------------------|-----------------------------|
| <b>Revenue</b>                       | <b>3,624,925</b>                | <b>3,595,697</b>              | <b>3,626,882</b>              | <b>3,785,028</b>            |
| Funding: General Projects            | (684,350)                       | (698,250)                     | (706,750)                     | (720,000)                   |
| Funding: Water / Wastewater Projects | (373,500)                       | (462,122)                     | (480,122)                     | (479,000)                   |
| Sub-Total: Capital Projects          | (1,057,850)                     | (1,160,372)                   | (1,186,872)                   | (1,199,000)                 |
| Operating Expenses                   | (2,264,056)                     | (2,431,662)                   | (2,431,662)                   | (2,585,492)                 |
| <b>Total Annual Expenditures</b>     | <b>(3,321,906)</b>              | <b>(3,592,034)</b>            | <b>(3,618,534)</b>            | <b>(3,784,492)</b>          |
| <b>Annual Balance</b>                | <b><u>\$303,019</u></b><br>8.4% | <b><u>\$3,663</u></b><br>0.1% | <b><u>\$8,348</u></b><br>0.2% | <b><u>\$536</u></b><br>0.0% |

**Notes**

[1] Part 1[a] is a recap from Page 2.

#### Part 1[b] - Projections for Future Seven-Line Budgets

##### Based on the Figures from the FY 2020 Budget and the Current Five-Year Plan for Funding Capital Projects

| Item                                 | FY 21                          | FY 22                         | FY 23                       | FY 24                          |
|--------------------------------------|--------------------------------|-------------------------------|-----------------------------|--------------------------------|
| <b>Revenue</b>                       | <b>3,897,030</b>               | <b>4,009,028</b>              | <b>4,106,313</b>            | <b>4,205,124</b>               |
| Funding: General Projects            | (793,500)                      | (776,000)                     | (756,000)                   | (772,500)                      |
| Funding: Water / Wastewater Projects | (415,000)                      | (500,000)                     | (524,000)                   | (545,000)                      |
| Sub-Total: Capital Projects          | (1,208,500)                    | (1,276,000)                   | (1,280,000)                 | (1,317,500)                    |
| Operating Expenses                   | (2,677,853)                    | (2,731,155)                   | (2,825,417)                 | (2,873,750)                    |
| <b>Total Annual Expenditures</b>     | <b>(3,886,353)</b>             | <b>(4,007,155)</b>            | <b>(4,105,417)</b>          | <b>(4,191,250)</b>             |
| <b>Projected Balances</b>            | <b><u>\$10,677</u></b><br>0.3% | <b><u>\$1,873</u></b><br>0.0% | <b><u>\$896</u></b><br>0.0% | <b><u>\$13,874</u></b><br>0.3% |

#### Part 2[a] - Recap of Current Financial Reserves

| Item                                     | FY 18 Actual              | FY 19 Budget              | FY 19 Projection          | FY 19 Budget              |
|--|---------------------------|---------------------------|---------------------------|---------------------------|
| Unspent Funds: General Projects          | 924,661                   | 599,693                   | 641,495                   | 835,307                   |
| Unspent Funds: W & WW Projects           | 1,448,945                 | 964,488                   | 821,762                   | 1,130,762                 |
| Sub-Total: Unspent Capital Funding       | 2,373,606                 | 1,564,181                 | 1,463,257                 | 1,966,069                 |
| <b>Unrestricted Reserve (Genl Fund)</b>  | <b>1,058,902</b>          | <b>629,824</b>            | <b>712,250</b>            | <b>712,786</b>            |
| <b>Balance (Water / Wastewater Fund)</b> | <b>68</b>                 | <b>(72,722)</b>           | <b>(50,634)</b>           | <b>(90,197)</b>           |
| Restricted Funds                         | 284,903                   | 267,529                   | 195,469                   | 220,469                   |
| <b>Total Financial Reserves On-Hand</b>  | <b><u>\$3,717,479</u></b> | <b><u>\$2,388,812</u></b> | <b><u>\$2,320,342</u></b> | <b><u>\$2,809,127</u></b> |

#### Part 2[b] - Projections for Future Financial Reserves

| Item                                     | FY 21                     | FY 22                     | FY 23                     | FY 24                     |
|--|---------------------------|---------------------------|---------------------------|---------------------------|
| Unspent Funds: General Projects          | 726,806                   | 1,339,806                 | 1,115,806                 | 1,735,306                 |
| Unspent Funds: W & WW Projects           | 1,052,763                 | 1,527,763                 | 2,013,763                 | 2,368,763                 |
| Sub-Total: Unspent Capital Funding       | 1,779,569                 | 2,867,569                 | 3,129,569                 | 4,104,069                 |
| <b>Unrestricted Reserve (Genl Fund)</b>  | <b>723,464</b>            | <b>725,337</b>            | <b>726,233</b>            | <b>740,107</b>            |
| <b>Balance (Water / Wastewater Fund)</b> | <b>(129,760)</b>          | <b>(169,323)</b>          | <b>(208,886)</b>          | <b>(248,449)</b>          |
| Restricted Funds                         | 220,469                   | 220,469                   | 220,469                   | 220,469                   |
| <b>Total Financial Reserves On-Hand</b>  | <b><u>\$2,593,741</u></b> | <b><u>\$3,644,051</u></b> | <b><u>\$3,867,385</u></b> | <b><u>\$4,816,196</u></b> |

**Notes**

[1] Part 2[a] of Poolesville's Financial reserves is summarized from Page 2; see that page for details.

[2] Unspent Funding for Capital Projects may include Impact Fees, Grants, and Restricted Funds. See the section on Capital Projects for details.

[3] Unrestricted General Fund Reserves for Part 2[b] is based on the budget and the Close-Out projections from Part 1[b] above.

[4] Water & Wastewater Fund Balances in Part 2[b] are based on the current budget operating balance projection being constant over the next 4 years.

# THE TOWN OF POOLESVILLE

## FY 2020 Budget

### RESTRICTED FUNDS and CASH SUMMARIES

Adopted May 20, 2019

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| Ref. Page                                 | Item or Description   | Y/E 06/30/18<br>FY 18 Actual | Y/E 06/30/19<br>FY 19 Budget | Y/E 06/30/19<br>FY 19 Projection | Y/E 06/30/20<br>FY 19 Budget |
|---|---|------------------------------|------------------------------|----------------------------------|------------------------------|
| <b>RESTRICTED FUNDS</b>                   |   |                              |                              |                                  |                              |
| [1]                                       | <b>Chesapeake Bay Restoration Fee</b>   |                              |                              |                                  |                              |
|   | Funds Collected With Water Bills  | 114,915                      | 111,645                      | 118,252                          | 111,645                      |
|   | Admin Fee   | (7,168)                      | (5,582)                      | (5,602)                          | (5,582)                      |
|   | Paid To Maryland  | (107,747)                    | (106,063)                    | (112,035)                        | (106,063)                    |
|   | Balance Forward   | 0                            | 0                            | 0                                | 0                            |
|   | <b>Closing Balance: Year End</b>  | <b>0</b>                     | <b>0</b>                     | <b>615</b>                       | <b>0</b>                     |
| [2]                                       | <b>Sewer Connection Fee</b>   |                              |                              |                                  |                              |
|   | Funds Collected   |                              | 0                            | 0                                | 0                            |
|   | Balance Forward   | 16,348                       | 16,348                       | 6,348                            | 6,348                        |
|   | Funds Allocated   | (10,000)                     | 0                            | 0                                | 0                            |
|   | <b>Closing Balance: Year End</b>  | <b>6,348</b>                 | <b>16,348</b>                | <b>6,348</b>                     | <b>6,348</b>                 |
| [3]                                       | <b>Development Recreation Fee</b>   |                              |                              |                                  |                              |
|   | Funds Collected   | 10,404                       | 0                            | 0                                | 0                            |
|   | Balance Forward   | 29,180                       | 29,180                       | 39,584                           | 39,584                       |
|   | Funds Allocated   | 0                            | 0                            | 0                                | 0                            |
|   | <b>Closing Balance: Year End</b>  | <b>\$39,584</b>              | <b>\$29,180</b>              | <b>\$39,584</b>                  | <b>\$39,584</b>              |
| [4]                                       | <b>Community Events Roll-Over Funds</b>   |                              |                              |                                  |                              |
|   | Funds Collected   | 27,554                       | 0                            | 11,669                           | 0                            |
|   | Balance Forward   | 9,377                        | 27,367                       | 12,246                           | 23,915                       |
|   | Funds Allocated   | (24,685)                     | 0                            | 0                                | 0                            |
|   | <b>Closing Balance: Year End</b>  | <b>\$12,246</b>              | <b>\$27,367</b>              | <b>\$23,915</b>                  | <b>\$23,915</b>              |
| [5]                                       | <b>Economic Development</b>   |                              |                              |                                  |                              |
|   | Funds transferred   | 0                            | 25,000                       | 0                                | 25,000                       |
|   | Balance Forward   | 3,205                        | 3,205                        | 3,205                            | 3,205                        |
|   | Funds Allocated   | 0                            | 0                            | 0                                | 0                            |
|   | <b>Closing Balance: Year End</b>  | <b>\$3,205</b>               | <b>\$28,205</b>              | <b>\$3,205</b>                   | <b>\$28,205</b>              |
| [6]                                       | <b>Reforestation Fees</b>   |                              |                              |                                  |                              |
|   | Fees Collected  | 142,208                      | 181,429                      | 0                                | 0                            |
|   | Balance Forward   | 39,221                       | 0                            | 126,167                          | 86,167                       |
|   | Funds Allocated   | (55,262)                     | (40,000)                     | (40,000)                         | 0                            |
|   | <b>Closing Balance: Year End</b>  | <b>\$126,167</b>             | <b>\$141,429</b>             | <b>\$86,167</b>                  | <b>\$86,167</b>              |
| [7]                                       | <b>Speed Camera Revenue</b>   |                              |                              |                                  |                              |
|   | Fees Collected  | 0                            | 0                            | 0                                | 0                            |
|   | Balance Forward   | 49,853                       | 49,853                       | 49,853                           | 0                            |
|   | Funds Allocated   | 0                            | (49,853)                     | (49,853)                         | 0                            |
|   | <b>Closing Balance: Year End</b>  | <b>\$49,853</b>              | <b>\$0</b>                   | <b>\$0</b>                       | <b>\$0</b>                   |
| [8]                                       | <b>Development Funds</b>  |                              |                              |                                  |                              |
|   | <b>Kettler Proffer</b>  |                              |                              |                                  |                              |
|   | Fees Collected  | 21,250                       | 0                            | 3,750                            | 0                            |
|   | Bus Shelter   | 15,000                       | 0                            | (15,000)                         | 0                            |
|   | Balance Forward   | 11,250                       | 25,000                       | 47,500                           | 36,250                       |
|   | I&I Loan  | 0                            | 0                            | 0                                | 0                            |
|   | <b>Closing Balance: Year End</b>  | <b>\$47,500</b>              | <b>\$25,000</b>              | <b>\$36,250</b>                  | <b>\$36,250</b>              |
|   | <b>Transfers From Restricted Funds</b>  |                              |                              |                                  |                              |
|   | For General Fund  | (89,947)                     | 0                            | 0                                | 0                            |
|   | For General Capital Projects  | 0                            | (89,853)                     | (89,853)                         | 0                            |
|   | For W/WW Capital Projects   | 0                            | 0                            | 0                                | 0                            |
|   | <b>Closing Balance - All Restricted Funds<br/>(Not Including Bay Restoration Funds)</b> | <b>\$284,903</b>             | <b>\$267,529</b>             | <b>\$195,469</b>                 | <b>\$220,469</b>             |
| <b>SUMMARY OF CASH ASSETS AT YEAR END</b> |   |                              |                              |                                  |                              |
| 5   | <b>General Fund</b>   |                              |                              |                                  |                              |
|   | Unrestricted Funds at Year End  | 1,058,902                    | 629,824                      | 712,250                          | 712,786                      |
|   | Accumulated Unspent Funds for Capital Projects  | 924,661                      | 599,693                      | 641,495                          | 835,307                      |
|   | <b>Total Funds on Hand</b>  | <b>\$1,983,563</b>           | <b>\$1,229,517</b>           | <b>\$1,353,745</b>               | <b>\$1,548,093</b>           |
| 21  | <b>Water and Wastewater Fund</b>  |                              |                              |                                  |                              |
|   | Unrestricted Funds at Year End  | 68                           | (72,722)                     | (50,634)                         | (90,197)                     |
|   | Accumulated Unspent Funds for Capital Projects  | 1,448,945                    | 964,488                      | 821,762                          | 1,130,762                    |
|   | <b>Total Funds on Hand</b>  | <b>\$1,449,013</b>           | <b>\$891,766</b>             | <b>\$771,128</b>                 | <b>\$1,040,565</b>           |
| 2   | <b>Restricted Funds</b>   |                              |                              |                                  |                              |
|   | Top of Page   | \$284,903                    | \$267,529                    | \$195,469                        | \$220,469                    |
| 3   | <b>Impact Fees</b>  |                              |                              |                                  |                              |
|   | Gen. Fund Impact Fee Balance at Year End  | \$67,993                     | \$175,003                    | \$150,698                        | \$234,809                    |
|   | W & WW Impact Fee Balance at Year End   | \$632,204                    | \$652,568                    | \$248,550                        | \$469,881                    |
|   | <b>TOTAL CASH ASSETS AT YEAR END</b>  | <b>\$4,417,676</b>           | <b>\$3,216,383</b>           | <b>\$2,719,590</b>               | <b>\$3,513,817</b>           |

**Notes**

- [1] The Chesapeake Bay Restoration Fund is a mandated program instituted by the State of Maryland. By law, the Town is required to collect \$15.00 per quarter on each water and wastewater bill issued.
- [2] Fee levied against new connections to the water/sewer system that are not part of the Impact Fee schedule. Funds collected supplement the Inflow and Infiltration loan debt service payment that funded the increased capacity.
- [3] Funds collected in lieu of parkland dedication.
- [4] Funds collected during events and used to supplement future events.
- [5] Funds earmarked to support the proposed Grape Crush Facility.
- [6] Funds collected in lieu of forest conservation.
- [7] Revenue sharing with Montgomery County
- [8] Kettler Proffer, \$1,250 per household used to supplement Inflow and Infiltration Loan debt service payment.

# THE TOWN OF POOLSVILLE

## FY 2020 Budget

### SCHEDULE of IMPACT FEES

Adopted May 20, 2019

Printed: 21-May-19

| Acct No. | Item or Description                             | Pct.         | FY 18 Actual     | FY 19 Projection | FY 20 Bgt. Budget | ----- Forward Planning Cycle ----- |                  |                  |                  |
|----------|---|--------------|------------------|------------------|-------------------|------------------------------------|------------------|------------------|------------------|
|          |   |              |                  |                  |                   | FY 21                              | FY 22            | FY 23            | FY 24            |
|          | Number of New Homes (in Fiscal Year)            |              | 21               | 30               | 30                | 30                                 | 30               | 30               | 18               |
|          | Impact Fee per New Home                         |              | 12,323           | 12,531           | 12,744            | 12,961                             | 13,181           | 13,405           | 13,633           |
|          | <b>Total Impact Fees: New Homes</b>             |              | <b>258,783</b>   | <b>375,930</b>   | <b>382,321</b>    | <b>388,820</b>                     | <b>395,430</b>   | <b>402,153</b>   | <b>245,393</b>   |
|          | Other Impact Fees (Commercial)                  |              |                  |                  |                   |                                    |                  |                  |                  |
|          | <b>Total: All Impact Fees</b>                   |              | <b>\$258,783</b> | <b>\$375,930</b> | <b>\$382,321</b>  | <b>\$388,820</b>                   | <b>\$395,430</b> | <b>\$402,153</b> | <b>\$245,393</b> |
| 4005     | Recreation                                      | 17.0%        | 43,993           | 63,908           | 64,995            | 66,099                             | 67,223           | 68,366           | 41,717           |
|          | Public Facilities                               | 5.0%         | 12,939           | 18,797           | 19,116            | 19,441                             | 19,772           | 20,108           | 12,270           |
| 4000     | <b>Total: General Fund Capital Projects</b>     | <b>22.0%</b> | <b>\$56,932</b>  | <b>\$82,705</b>  | <b>\$84,111</b>   | <b>\$85,540</b>                    | <b>\$86,995</b>  | <b>\$88,474</b>  | <b>\$53,987</b>  |
| 1110     | Water System                                    | 48.0%        | 124,216          | 180,446          | 183,514           | 186,634                            | 189,806          | 193,033          | 117,789          |
| 1120     | Wastewater System                               | 30.0%        | 77,635           | 112,779          | 114,696           | 116,646                            | 118,629          | 120,646          | 73,617           |
| 1100     | <b>Total: Water/Wastewater Capital Projects</b> | <b>78.0%</b> | <b>\$201,851</b> | <b>\$293,225</b> | <b>\$298,210</b>  | <b>\$303,280</b>                   | <b>\$308,435</b> | <b>\$313,679</b> | <b>\$191,406</b> |

**Notes**

- [1] Impact Fees escalate at a rate of 1.7% per Fiscal Year; new rates become effective at the start of each Fiscal Year (1-July).
- [2] Impact Fee Amounts and Distribution reflect the 2009 adopted fee schedule.
- [3] Impact Fee reimbursements are for the installation of park systems.

**Allocation and Expenditure of Impact Fees**

| General Projects                      |  | FY 18 Actual     | FY 19 Projection | FY 20 Bgt. Budget | ----- Forward Planning Cycle ----- |                  |                    |                    |  |
|---------------------------------------|--|------------------|------------------|-------------------|------------------------------------|------------------|--------------------|--------------------|--|
|                                       |  | FY 21            | FY 22            | FY 23             | FY 24                              |                  |                    |                    |  |
| 2030                                  | <b>Public Facility</b>                               |                  |                  |                   |                                    |                  |                    |                    |  |
|                                       | New/Carried forward from Prior Years                 | 37,043           | 18,797           | 19,116            | 19,441                             | 19,772           | 20,108             | 12,270             |  |
|                                       | Reimbursement to General Fund                        |                  |                  |                   |                                    |                  |                    |                    |  |
|                                       | Actual / Projected Expenditures                      | (25,000)         |                  |                   |                                    |                  |                    |                    |  |
| 2035                                  | <b>Recreation Programs</b>                           |                  |                  |                   |                                    |                  |                    |                    |  |
|                                       | <b>b. New Park Systems</b>                           |                  |                  |                   |                                    |                  |                    |                    |  |
|                                       | New/Carried forward from Prior Years                 | 91,563           | 63,908           | 64,995            | 66,099                             | 67,223           | 68,366             | 41,717             |  |
|                                       | Allocation of Impact Fees                            |                  |                  |                   |                                    |                  |                    |                    |  |
|                                       | Actual / Projected Expenditures                      |                  | (5,000)          |                   |                                    |                  |                    |                    |  |
|                                       | Reimbursement to Developers                          | (35,613)         |                  |                   |                                    |                  |                    |                    |  |
|                                       | <b>General Fund Impact Fee Totals</b>                | <b>\$67,993</b>  | <b>\$145,698</b> | <b>\$229,809</b>  | <b>\$315,349</b>                   | <b>\$402,344</b> | <b>\$490,818</b>   | <b>\$544,805</b>   |  |
| Water & Wastewater Projects           |  | FY 18 Actual     | FY 19 Close-Out  | FY 20 Bgt. Budget | ----- Forward Planning Cycle ----- |                  |                    |                    |  |
|                                       |  | FY 21            | FY 22            | FY 23             | FY 24                              |                  |                    |                    |  |
| 3130                                  | <b>Well Implementation</b>                           |                  |                  |                   |                                    |                  |                    |                    |  |
|                                       | New/Carried forward from Prior Years                 | 506,662          | 180,446          | 183,514           | 186,634                            | 189,806          | 193,033            | 117,789            |  |
|                                       | Reimbursement to Developers                          |                  |                  |                   |                                    |                  |                    |                    |  |
|                                       | Allocation of Impact Fees                            |                  | (600,000)        |                   |                                    |                  |                    |                    |  |
|                                       | Actual / Projected Expenditures                      |                  |                  |                   |                                    |                  |                    |                    |  |
| 3150                                  | <b>Wastewater Treatment</b>                          |                  |                  |                   |                                    |                  |                    |                    |  |
|                                       | Carried forward from Prior Years                     | 202,421          | 112,779          | 114,696           | 116,646                            | 118,629          | 120,646            | 73,617             |  |
|                                       | Allocation for Debt Service                          | (76,879)         | (76,879)         | (76,879)          | (76,879)                           | (76,879)         | (76,879)           | (76,879)           |  |
|                                       | <b>Water &amp; Wastewater Fund Impact Fee Totals</b> | <b>\$632,204</b> | <b>\$248,550</b> | <b>\$469,881</b>  | <b>\$696,282</b>                   | <b>\$927,838</b> | <b>\$1,164,638</b> | <b>\$1,279,165</b> |  |
| Impact Fee Balances On Hand           |  |                  |                  |                   |                                    |                  |                    |                    |  |
| General Fund Impact Fees              |  |                  |                  |                   |                                    |                  |                    |                    |  |
|                                       | On Hand at Start of Fiscal Year                      | 71,674           | 67,993           | 150,698           | 234,809                            | 320,349          | 407,344            | 495,818            |  |
|                                       | New Impact Fees Received                             | 56,932           | 82,705           | 84,111            | 85,540                             | 86,995           | 88,474             | 53,987             |  |
|                                       | Less Fees Expended (actual or Planned)               | (60,613)         | 0                | 0                 | 0                                  | 0                | 0                  | 0                  |  |
|                                       | Gen. Fund Impact Fee Balance at Year End             | <b>\$67,993</b>  | <b>\$150,698</b> | <b>\$234,809</b>  | <b>\$320,349</b>                   | <b>\$407,344</b> | <b>\$495,818</b>   | <b>\$549,805</b>   |  |
| Water and Wastewater Fund Impact Fees |  |                  |                  |                   |                                    |                  |                    |                    |  |
|                                       | On Hand at Start of Fiscal Year                      | 507,232          | 632,204          | 248,550           | 469,881                            | 696,282          | 927,838            | 1,164,638          |  |
|                                       | New Impact Fees Received                             | 201,851          | 293,225          | 298,210           | 303,280                            | 308,435          | 313,679            | 191,406            |  |
|                                       | Less Fees Expended (actual or Planned)               | (76,879)         | (76,879)         | (76,879)          | (76,879)                           | (76,879)         | (76,879)           | (76,879)           |  |
|                                       | W & WW Impact Fee Balance at Year End                | <b>\$632,204</b> | <b>\$248,550</b> | <b>\$469,881</b>  | <b>\$696,282</b>                   | <b>\$927,838</b> | <b>\$1,164,638</b> | <b>\$1,279,165</b> |  |

# THE TOWN OF POOLSVILLE

## FY 2020 Budget

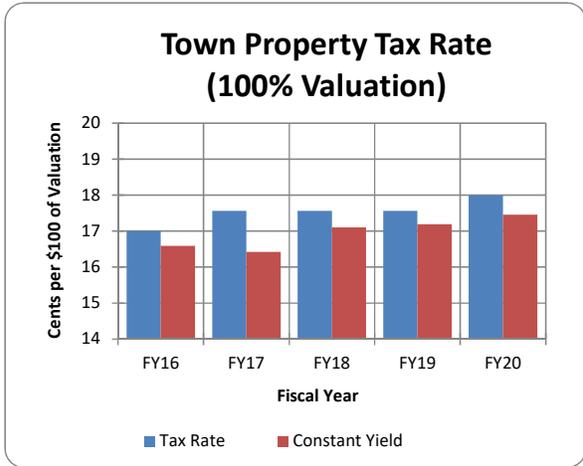
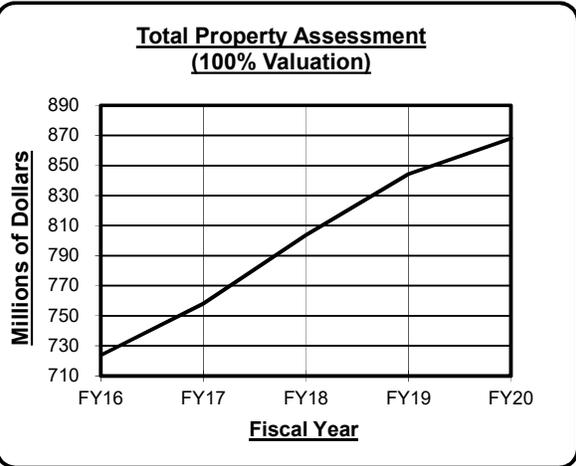
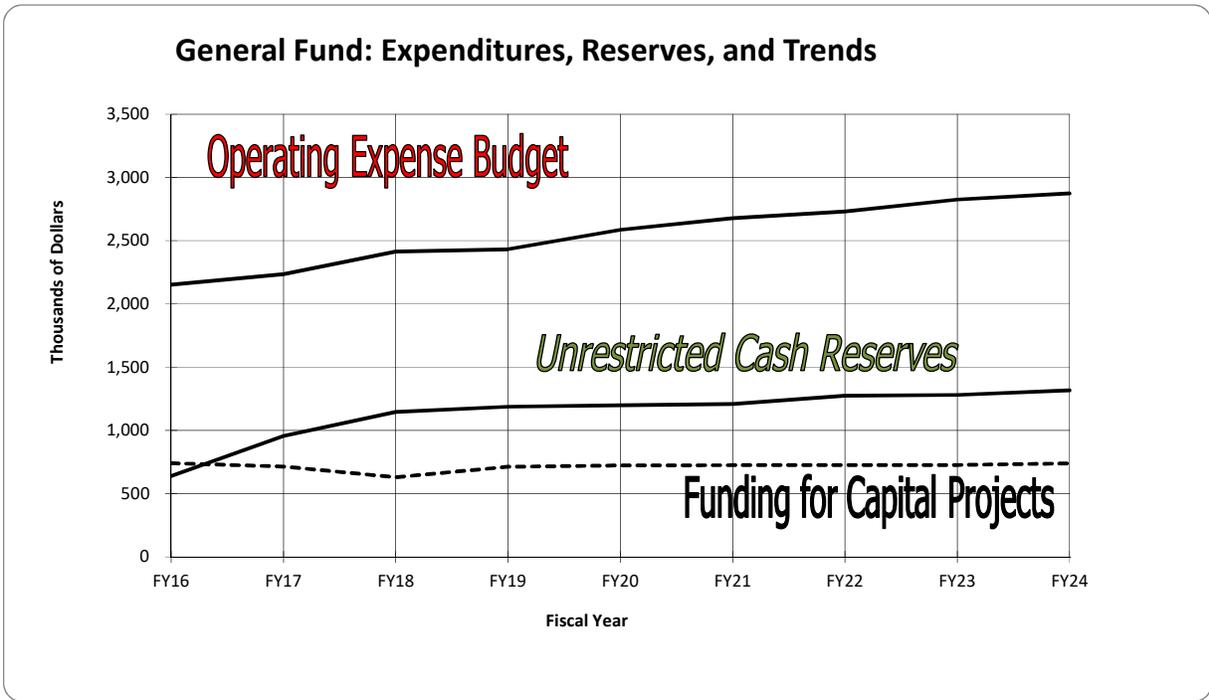
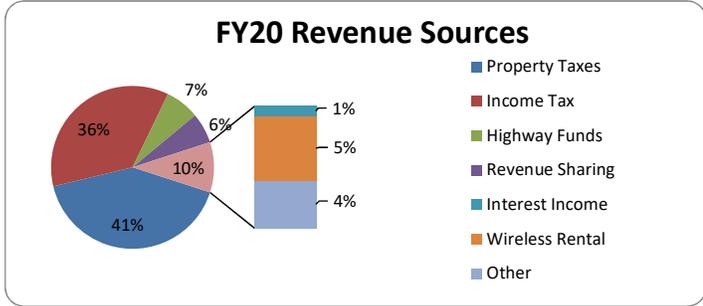
### OVERVIEW - Budgets and Taxes

Adopted May 20, 2019

Printed: 21-May-19

As shown by the chart on the right, Poolesville's revenue comes from six major sources and many smaller ones. In addition, revenue may be received from Impact Fees and State Grants for specific projects. Those are highlighted in the appropriate areas of this Budget.

The curves below track the application of these funds for this fiscal year as well as the past 5 years. Projections and Reserves are also shown for the next 3 years. The charts on the bottom highlight the Town's assessable tax base over the same period and also reviews the property tax rate for the past 5 years.



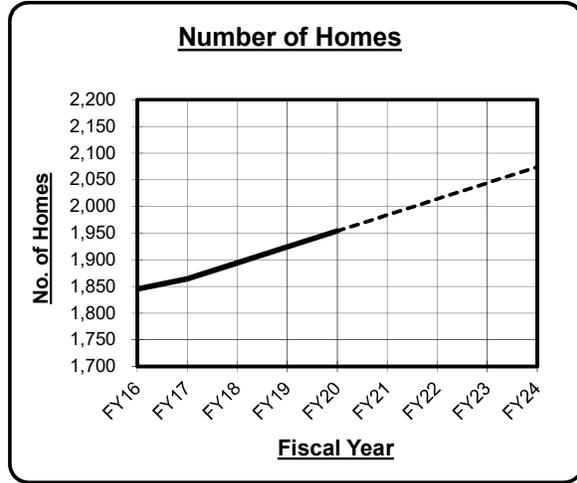
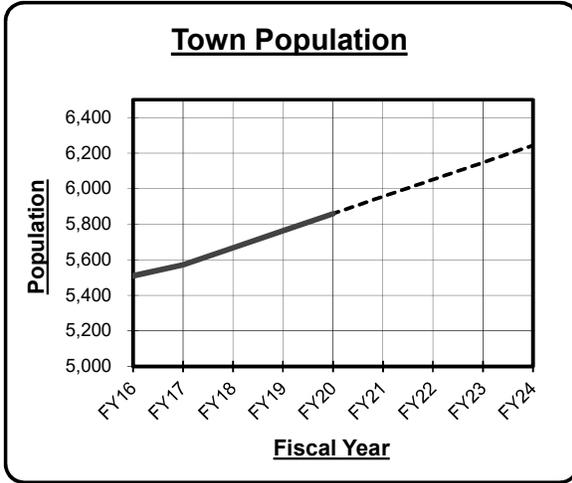
# THE TOWN OF POOLSVILLE

## FY 2020 Budget

### OVERVIEW - Town Population and Public Infrastructure

Adopted May 20, 2019

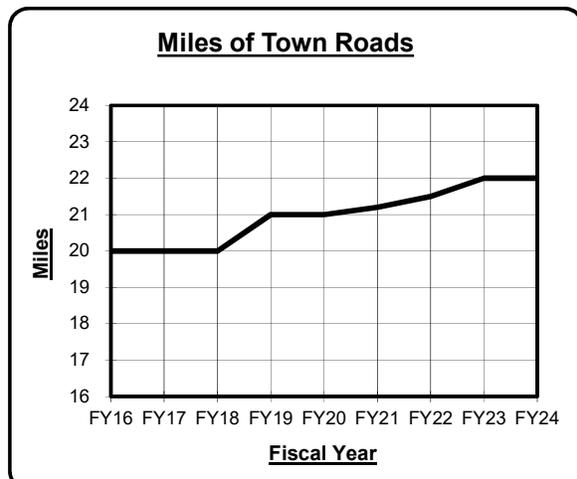
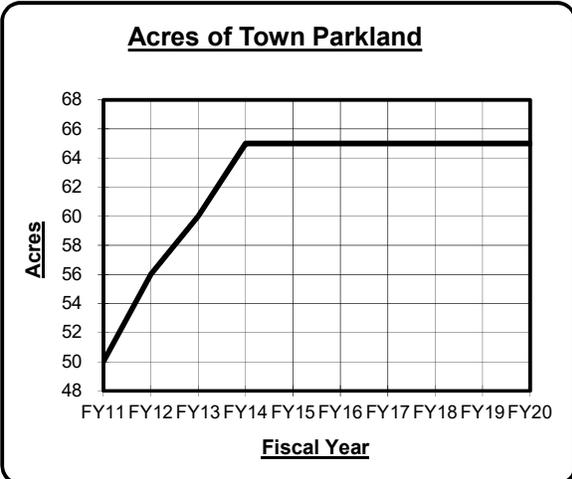
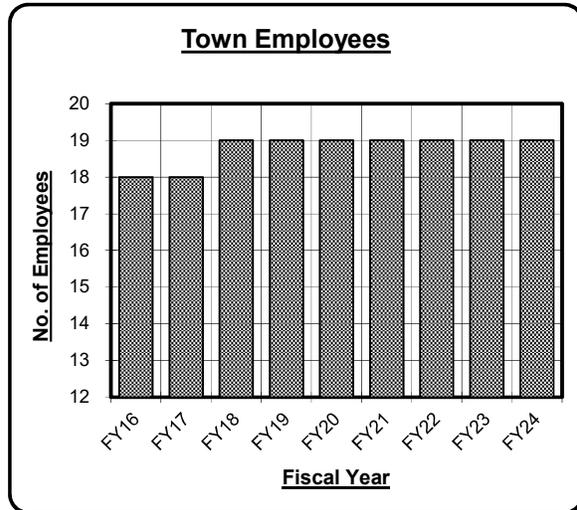
Printed: 21-May-19



The population chart reflects the 2010 Census results of 4,883 and an updated 2016 Maryland State Planning Data report of 5,190. Future growth projections are calculated using 30 houses per year, with 3.2 persons per household. The population target remains at 6,500 per the 2011 Master Plan.

In addition to the increase in the number of homes that will occur, over the next several years, the miles of Town streets used by our residents and maintained by Town staff will increase. Likewise, the acreage of Town parks and recreational areas will also increase. With the developer parkland dedication requirements, developed recreational areas will increase to over 65 acres as depicted on the chart below.

As the Town has grown, personnel and equipment needs have been proactively addressed to accommodate the future requirements of the parks, road maintenance, wells and wastewater treatment.



# THE TOWN OF POOLESVILLE

## FY 2020 Budget

### SCHEDULE of OUTSTANDING DEBT

Adopted May 20, 2019

Printed: 21-May-19

| Item No.  | Description   | Pay-off Year & Interest Rate        | Balance: Y/E 06/30/19 | FY 18 Actual     | FY 19 Projection | FY 20 Bgt. Budget | ----- Forward Planning Cycle ----- |                  |                  |                  |
|---|---|-------------------------------------|-----------------------|------------------|------------------|-------------------|------------------------------------|------------------|------------------|------------------|
|   |   |                                     |                       |                  |                  |                   | FY 21                              | FY 22            | FY 23            | FY 24            |
| <b>GENERAL PROJECTS DEBT SERVICE</b>                |   |                                     |                       |                  |                  |                   |                                    |                  |                  |                  |
| 1   | No Debts Outstanding  |                                     |                       |                  |                  |                   |                                    |                  |                  |                  |
| <b>Sub-total: General Projects</b>                  |   |                                     | <b>\$0</b>            | <b>\$0</b>       | <b>\$0</b>       | <b>\$0</b>        | <b>\$0</b>                         | <b>\$0</b>       | <b>\$0</b>       | <b>\$0</b>       |
| <b>WATER &amp; WASTEWATER PROJECTS DEBT SERVICE</b> |   |                                     |                       |                  |                  |                   |                                    |                  |                  |                  |
| 2   | <b>WWTP Exp &amp; BNR Upgrade</b><br>Original Loan for \$1,250,000 in 2004 for 20 years.<br><i>Use of Impact Fees</i> | FY24 - 1.20% [Maryland]             | 422,804               |                  |                  |                   |                                    |                  |                  |                  |
|   |   |                                     |                       | <b>76,879</b>    | <b>76,879</b>    | <b>76,879</b>     | <b>76,879</b>                      | <b>76,879</b>    | <b>76,879</b>    | <b>76,879</b>    |
| 3   | <b>Wesmond I&amp;I Loan</b><br>Original Loan for \$1,440,000 in 2007 for 20 years<br><i>Use of Kettler Proffer</i>    | FY27 - 1.0% [Maryland]<br>\$112,500 | 230,677               | 73,598           | 73,598           | 73,601            | 73,601                             | 73,601           | 73,601           | 73,601           |
|   |   |                                     |                       | <b>10,000</b>    | <b>10,000</b>    | <b>10,000</b>     | <b>10,000</b>                      | <b>10,000</b>    | <b>10,000</b>    | <b>10,000</b>    |
| 4   | <b>Westerly I&amp;I Loan</b><br>Original Loan for \$2,297,978 in 2013 for 20 years<br><i>Use of Connection Fees</i>   | FY33 - 2.1% [Maryland]              | 1,869,908             | 148,870          | 158,870          | 158,870           | 158,870                            | 158,870          | 158,870          | 151,962          |
|   |   |                                     |                       | <b>10,000</b>    |                  |                   |                                    |                  |                  |                  |
| <b>Sub-total: Water &amp; Wastewater Projects</b>   |   |                                     |                       |                  |                  |                   |                                    |                  |                  |                  |
| Paid From General Funds                             |   |                                     |                       | \$222,468        | \$232,468        | \$232,471         | \$232,471                          | \$232,471        | \$232,471        | \$225,563        |
| Paid From Unrestricted Funds                        |   |                                     |                       | \$0              | \$0              | \$0               |                                    |                  |                  |                  |
| Paid From Restricted Funds                          |   |                                     | \$0                   | \$96,879         | \$86,879         | \$86,879          | \$86,879                           | \$76,879         | \$76,879         | \$76,879         |
| <b>TOTAL: ALL DEBT SERVICE</b>                      |   |                                     | <b>\$2,523,389</b>    | <b>\$319,347</b> | <b>\$319,347</b> | <b>\$319,350</b>  | <b>\$319,350</b>                   | <b>\$309,350</b> | <b>\$309,350</b> | <b>\$302,442</b> |

**Notes**

- [1] There are no outstanding loans for General Fund Capital Projects.
- [2] The WWTP Expansion and Upgrade loan was based on the expansion portion of the construction. As Impact Fees are collected, they are be applied towards the loan.
- [3] The Wesmond Inflow & Infiltration (I&I) loan facilitated the completion the relining efforts in the Wesmond Subdivision. Proffers from developers are allocated towards this loan.
- [4] The Westerly Inflow and Infiltration (I&I) loan provided a complete reline of main sewer lines and the relining and installation of clean-out on the public side of each lateral. Connection Fees are applied to this loan.

# THE TOWN OF POOLESVILLE

## FY 2020 Budget

### GENERAL FUND SUMMARY

Adopted May 20, 2019

Printed: 21-May-19

| Ref.<br>Page  | Item or Description                   | Y/E 06/30/18<br>FY 18 Actual | Y/E 06/30/19<br>FY 19 Budget | Y/E 06/30/19<br>FY 19 Projection | Y/E 06/30/20<br>FY 20 Budget |
|---|---------------------------------------|------------------------------|------------------------------|----------------------------------|------------------------------|
| <b>General Funds Operating Summary</b>                    |                                       |                              |                              |                                  |                              |
| 5   | <b>General Revenue Total</b>          | \$3,624,925                  | \$3,595,697                  | \$3,626,882                      | \$3,785,028                  |
| <b>General Expenditures</b>                               |                                       |                              |                              |                                  |                              |
| <b>Funding for Capital Projects</b>                       |                                       |                              |                              |                                  |                              |
| 14  | General Capital Projects              | (684,350)                    | (698,250)                    | (706,750)                        | (720,000)                    |
| 26  | Water/Wastewater Cap Projs            | (373,500)                    | (462,122)                    | (480,122)                        | (479,000)                    |
|   | Sub-total: Capital Projects           | (1,057,850)                  | (1,160,372)                  | (1,186,872)                      | (1,199,000)                  |
| 5   | Operating Expenses                    | (2,264,056)                  | (2,431,662)                  | (2,431,662)                      | (2,585,492)                  |
|   | <b>Total: General Expenditures</b>    | <b>(\$3,321,906)</b>         | <b>(\$3,592,034)</b>         | <b>(\$3,618,534)</b>             | <b>(\$3,784,492)</b>         |
| <b>Net Operating Balance</b>                              |                                       |                              |                              |                                  |                              |
|   |                                       | <b>\$303,019</b>             | <b>\$3,663</b>               | <b>\$8,348</b>                   | <b>\$536</b>                 |
| <b>Unrestricted Funds Carried Forward from Prior Year</b> |                                       |                              |                              |                                  |                              |
|   |                                       | <b>837,383</b>               | <b>761,161</b>               | <b>1,058,902</b>                 | <b>712,250</b>               |
| <b>Application of Excess Unrestricted Funds</b>           |                                       |                              |                              |                                  |                              |
|   | For General Capital Projects          | (45,500)                     | (50,000)                     | (85,000)                         | 0                            |
|   | For W/WW Capital Projects             | (36,000)                     | (60,000)                     | (245,000)                        | 0                            |
|   | For Economic Development              | 0                            | (25,000)                     | (25,000)                         | 0                            |
| <b>Closing Balance: Genl Funds [Unrestricted Reserve]</b> |                                       |                              |                              |                                  |                              |
|   |                                       | <b>\$1,058,902</b>           | <b>\$629,824</b>             | <b>\$712,250</b>                 | <b>\$712,786</b>             |
| <b>General Funds Capital Projects Summary</b>             |                                       |                              |                              |                                  |                              |
| <b>Funding Balance Carried Forward from Prior Year</b>    |                                       |                              |                              |                                  |                              |
|   |                                       | <b>\$502,839</b>             | <b>\$707,590</b>             | <b>\$924,661</b>                 | <b>\$641,495</b>             |
| 5   | Funding from General Revenues         | 684,350                      | 698,250                      | 706,750                          | 720,000                      |
| 3   | Funding from Impact Fees              | 25,000                       | 0                            | 5,000                            | 0                            |
| 2   | Transfers from Restricted Funds       | 0                            | 89,853                       | 104,853                          |                              |
|   | Internal Transfers                    | 45,500                       | 50,000                       | 85,000                           |                              |
| 5   | Funding from MD Grants, Others        | 0                            | 0                            | 0                                | 0                            |
|   | <b>Available for Capital Projects</b> | <b>\$1,257,689</b>           | <b>\$1,545,693</b>           | <b>\$1,826,264</b>               | <b>\$1,361,495</b>           |
| 14  | Capital Projects Expenditures         | (333,028)                    | (946,000)                    | (1,184,769)                      | (526,188)                    |
| <b>Closing Balance: Capital Projects Funding</b>          |                                       |                              |                              |                                  |                              |
|   |                                       | <b>\$924,661</b>             | <b>\$599,693</b>             | <b>\$641,495</b>                 | <b>\$835,307</b>             |

**Notes**

- [1] The General Fund Summary is divided into two parts:  
 \* The upper section presents the status of the Operating Account, including yearly revenue, allocations for Capital Projects, the Annual Operating Balance, Unrestricted Funds carried forward, and finally, the Unrestricted Funds Close-Out Balance for the year. Included in the summary is the application of any excess Cash Reserves into the budget year.  
 \* The Commissioners will maintain unrestricted reserves at 17.5% of the budgeted general revenue.
- [2] The lower section summarizes the activity in the General Fund Capital Projects Account, including funds carried forward, new funding from the Operating Account, and funding from other sources, all summarized in the total funds available for General Capital Projects. Actual or Planned Capital Spending is shown, ending in the Funding Balance for Capital Projects.
- [3] In addition to cash assets, the Town owns several pieces of real property:
- |   |  |
|---|--|
| <b>Buildings and Municipal Facilities</b> | <b>Parks and Recreational Facilities</b> |
| Town Hall                                 | Campbell Park                            |
| Maintenance Building                      | Stevens Park                             |
| Eleven Well Houses                        | Halmos Park                              |
| Equalization Lagoon                       | Bodmer Park                              |
|   | Whalen Commons                           |
|   | Perkin's Park                            |
|   | Elgin Park                               |
|   | Hoewing Park                             |
|   | Lori Gore Park                           |
|   | W. Willard Practice Field                |
|   | Collier Circle Pond                      |
|   | Dr. Dillingham Park                      |
|   | Behrend Park                             |
- [4] See page 17 for Town-owned vehicles.

# THE TOWN OF POOLESVILLE

## FY 2020 Budget

### GENERAL FUND REVENUE SUMMARY

Adopted May 20, 2019

Printed: 21-May-19

| Acct No.  | Account Name                             | Y/E 06/30/18<br>FY 18 Actual | Y/E 06/30/19<br>FY 19 Budget | Y/E 06/30/19<br>FY 19 Projection | Y/E 06/30/20<br>FY 20 Budget |
|---|--|------------------------------|------------------------------|----------------------------------|------------------------------|
| <b>General Revenue</b>                          |  |                              |                              |                                  |                              |
| <b>Part A - External Sources</b>                |  |                              |                              |                                  |                              |
| 111   | Property Taxes                           | 1,443,958                    | 1,482,597                    | 1,515,782                        | 1,562,268                    |
| 112   | P/P Property Unincorporated              | 1,780                        | 5,000                        | 5,000                            | 3,500                        |
| 113 & 114                                       | P/P Public Utilities / Ordinary Corp.    | 65,651                       | 55,000                       | 55,000                           | 60,000                       |
| 311.4   | Revenue Sharing                          | 228,936                      | 228,936                      | 228,936                          | 228,936                      |
| 330.5   | Property Tax Grant                       | 722                          | 722                          | 722                              | 722                          |
| 360.1   | Income Tax                               | 1,310,533                    | 1,360,000                    | 1,358,000                        | 1,358,000                    |
| 156   | Highway User Revenue                     | 186,470                      | 190,000                      | 190,000                          | 258,070                      |
| 222   | Franchise / Traders License              | 67,211                       | 30,000                       | 30,000                           | 40,000                       |
| 121   | Interest Income (120 & 465 )             | 30,036                       | 12,000                       | 12,000                           | 30,000                       |
| 223   | Building / Plumbing Permits              | 23,745                       | 20,000                       | 20,000                           | 20,000                       |
| 482   | Senior Program                           | 0                            | 0                            | 0                                | 0                            |
| 412   | Zoning / Development Fees                | 69,977                       | 15,000                       | 15,000                           | 15,000                       |
| 414   | Sale of Town Documents                   | 0                            | 0                            | 0                                | 0                            |
| 462   | Rental Income - Wireless Antennas        | 180,313                      | 188,198                      | 188,198                          | 199,288                      |
| 469   | Miscellaneous Income                     | 7,989                        | 2,000                        | 2,000                            | 2,000                        |
| 469A  | Private Hook-Up Repayment                | 1,140                        | 1,244                        | 1,244                            | 1,244                        |
| 480   | Recreation Program                       | 6,464                        | 5,000                        | 5,000                            | 6,000                        |
| Sub-total: General Revenue (External Sources)   |  | <b>\$3,624,925</b>           | <b>\$3,595,697</b>           | <b>\$3,626,882</b>               | <b>\$3,785,028</b>           |
| <b>Part B - Internal Transfers</b>              |  |                              |                              |                                  |                              |
| <b>Application of Excess Unrestricted Funds</b> |  |                              |                              |                                  |                              |
|   | For General Capital Projects             | 45,500                       | 50,000                       | 85,000                           | 0                            |
|   | For W/WW Capital Projects                | 36,000                       | 60,000                       | 245,000                          | 0                            |
|   | For Economic Development                 | 0                            | 0                            | 25,000                           | 0                            |
| Sub-total: General Revenue                      |  | <b>\$3,706,425</b>           | <b>\$3,705,697</b>           | <b>\$3,981,882</b>               | <b>\$3,785,028</b>           |
| <b>Impact Fee Revenue</b>                       |  |                              |                              |                                  |                              |
| 475.1   | Recreation                               | 43,993                       | 35,350                       | 35,350                           | 35,350                       |
| 475.2   | Public Facilities                        | 12,939                       | 10,400                       | 10,400                           | 10,400                       |
| Sub-total: Impact Fee Revenue                   |  | <b>\$56,932</b>              | <b>\$45,750</b>              | <b>\$45,750</b>                  | <b>\$45,750</b>              |
| <b>Grants and Designated Funding</b>            |  |                              |                              |                                  |                              |
| A   | Program Open Space/Parks and Playgrounds | 0                            | 0                            | 0                                | 0                            |
| Sub-total: Grants and Designated Funding        |  | <b>\$0</b>                   | <b>\$0</b>                   | <b>\$0</b>                       | <b>\$0</b>                   |
| <b>Restricted Revenue</b>                       |  |                              |                              |                                  |                              |
| 470   | Rec. Event Funding                       | 27,554                       | 0                            | 0                                | 0                            |
| 457.4   | Kettler Proffer                          | 36,250                       | 7,500                        | 7,500                            | 7,500                        |
| 468   | Reforestation Fees                       | 142,208                      | 0                            | 0                                | 0                            |
| 475.5   | Speed Camera Revenue                     | 0                            | 0                            | 0                                | 0                            |
| 475   | Dev. Rec. Fee                            | 10,404                       | 0                            | 0                                | 0                            |
| Sub-total: Restricted Revenue                   |  | <b>\$216,416</b>             | <b>\$7,500</b>               | <b>\$7,500</b>                   | <b>\$7,500</b>               |
| <b>Total: General Fund Revenue</b>              |  | <b>\$3,979,773</b>           | <b>\$3,758,947</b>           | <b>\$4,035,132</b>               | <b>\$3,838,278</b>           |

**Account Descriptions**

- 111 Property Taxes cover both commercial and residential properties at \$0.18 per \$100 of assessed valuation..
- 112 Personal Property Tax for Unincorporated businesses in Poolesville.
- 113/114 These are Personal Property Tax accounts: 113 for Public Utilities (Verizon, Washington Gas), and 114 for other corporations in Poolesville
- 311.4 Covers the Tax Duplication formula with the County and is based on the miles of Town roads.
- 330.5 Covers bank shares and comes from Montgomery County, the same every year.
- 360.1 Revenue is based on a State formula, Poolesville receives 17% of income tax collected within the corporate limits.  
Over 9 quarters, the town will repay the State for income tax received per the Wynne Case.
- 156 The State computes this amount based on the miles of Town roads and the vehicles registered in Town by residents.
- 222 Franchise Fees includes Comcast Cable TV, Verizon and a portion of the business licenses granted by the County.
- 121 Interest earned on the General Fund savings account and our account with the County's Investment Fund.
- 412 Zoning applications and Development fees for new subdivisions are offset by Expense Acct. 1210.
- 462 Includes the rental of space on the Water Tower to Sprint, Verizon, AT&T and T-Mobile.
- 480 Fees charged for participants in the Summer Recreation Program.

# THE TOWN OF POOLESVILLE

## FY 2020 Budget

### GENERAL FUND EXPENSE SUMMARY

Adopted May 20, 2019

Printed: 21-May-19

| Acct No.  | Account Name                                    | Y/E 06/30/18<br>FY 18 Actual | Y/E 06/30/19<br>FY 19 Budget | Y/E 06/30/19<br>FY 19 Projection | Y/E 06/30/20<br>FY 20 Budget |
|---|---|------------------------------|------------------------------|----------------------------------|------------------------------|
| 500   | Town Administration                             | 195,232                      | 210,980                      | 210,980                          | 300,627                      |
| 600   | Elections                                       | 0                            | 6,200                        | 6,200                            | 0                            |
| 700   | Staff Salaries and Benefits                     | 925,210                      | 1,002,489                    | 1,002,489                        | 1,051,574                    |
| 800   | Law   | 17,098                       | 40,000                       | 40,000                           | 40,000                       |
| 900   | Municipal Buildings & Operations                | 137,819                      | 136,680                      | 136,680                          | 142,070                      |
| 1000  | Streets, Sidewalks, & Storm Drains              | 144,481                      | 193,250                      | 193,250                          | 193,250                      |
| 1100  | Parks & Recreation                              | 69,753                       | 73,500                       | 73,500                           | 73,500                       |
| 1200  | Engineering                                     | 97,158                       | 40,000                       | 40,000                           | 40,000                       |
| 1300  | Planning & Zoning                               | 375                          | 0                            | 0                                | 0                            |
| 1400  | Public Safety                                   | 26,326                       | 28,000                       | 28,000                           | 21,000                       |
| 1500  | Municipal Services                              | 412,836                      | 475,000                      | 475,000                          | 491,000                      |
| 1600  | Grant to Water & Wastewater Fund                | 15,300                       | 0                            | 0                                | 0                            |
| 1700  | Debt Service                                    | 222,468                      | 225,563                      | 225,563                          | 232,471                      |
| <b>Sub-total: General Fund Operating Expenses</b> |   | <b>\$2,264,056</b>           | <b>\$2,431,662</b>           | <b>\$2,431,662</b>               | <b>\$2,585,492</b>           |
| 2000  | Funding for Capital Projects                    | 684,350                      | 698,250                      | 706,750                          | 720,000                      |
| 3000  | Granted for Water & Wastewater Capital Projects | 373,500                      | 462,122                      | 480,122                          | 479,000                      |
| <b>Sub-total: General Fund Capital Expenses</b>   |   | <b>\$1,057,850</b>           | <b>\$1,160,372</b>           | <b>\$1,186,872</b>               | <b>\$1,199,000</b>           |
| <b>Total: General Fund Expenses</b>               |   | <b><u>\$3,321,906</u></b>    | <b><u>\$3,592,034</u></b>    | <b><u>\$3,618,534</u></b>        | <b><u>\$3,784,492</u></b>    |

**Notes**

[1] This page provides a broad overview of accounts. The following pages detail specific line items attributed to each category.

# THE TOWN OF POOLESVILLE

## FY 2020 Budget

### GENERAL FUND EXPENSE DETAILS

Adopted May 20, 2019

Printed: 21-May-19

| Acct No.      | Account Name                        | Y/E 06/30/18<br>FY 18 Actual | Y/E 06/30/19<br>FY 19 Budget | Y/E 06/30/19<br>FY 19 Projection | Y/E 06/30/20<br>FY 20 Budget |
|---------------|-------------------------------------|------------------------------|------------------------------|----------------------------------|------------------------------|
| <b>500</b>    | <b><u>Town Administration</u></b>   |                              |                              |                                  |                              |
| 505           | Executive Meetings and Training     | 11,075                       | 15,625                       | 15,625                           | 14,950                       |
| 510           | Advertising                         | 1,628                        | 4,200                        | 4,200                            | 4,200                        |
| 515           | Dues and Subscriptions              | 15,505                       | 14,205                       | 14,205                           | 14,705                       |
| 530           | Bonding and Employee Training       | 781                          | 925                          | 925                              | 775                          |
| 540           | Accounting and Auditing             | 27,379                       | 31,500                       | 31,500                           | 31,500                       |
| 545           | Printing and Duplicating            | 16,461                       | 19,200                       | 19,200                           | 19,200                       |
| 550           | Communications                      | 10,787                       | 9,370                        | 9,370                            | 9,485                        |
| 555           | Office Supplies and Expense         | 13,183                       | 11,130                       | 11,130                           | 12,062                       |
| 565           | Community Events                    | 69,574                       | 45,000                       | 45,000                           | 45,000                       |
|               | <b>Use of Roll-Over Funds</b>       | <b>(24,685)</b>              | <b>0</b>                     | <b>0</b>                         | <b>0</b>                     |
| 570           | Community Goodwill                  | 35,850                       | 35,325                       | 35,325                           | 39,250                       |
| 575           | Economic Development/Marketing      | 17,696                       | 24,500                       | 24,500                           | 24,500                       |
| 580           | Fair Access                         | 0                            | 0                            | 0                                | 85,000                       |
| <b>Total:</b> | <b>Acct 500 Town Administration</b> | <b>\$195,232</b>             | <b>\$210,980</b>             | <b>\$210,980</b>                 | <b>\$300,627</b>             |

**Account Descriptions**

**The Major Account Group 500 covers those expenses that are incurred in the day-to-day operation of Town affairs, including our municipal outreach to the community at large. The following breakdown is included in this general category:**

- 505 Includes meetings and training the Commissioners and Town Manager attend, including the Maryland Municipal League (MML) Conferences, MML Montgomery County Chapter Meetings, Chamber of Commerce Meetings, meetings with State and County officials, and other official functions.
- 510 Advertising in the media.
- 515 Includes dues for organizations such as the MML and subscriptions for various publications
- 530 Includes bonding for the Town Manager and Town Clerk and training for all Town employees.
- 540 CPA Accounting assistance and costs for end of year audit.
- 545 Includes copying machine lease, copy paper, printing and postage for the Town Newsletter.
- 550 Includes telephone service in Town Hall and the Maintenance Building, fax machine, cellular phones for senior staff and Internet service.
- 555 Includes office supplies for both Town Hall and the Maintenance Building offices, as well as postage, business cards, etc.
- 565 Community Events:
  - Holiday lighting ceremony 9,000
  - Octoberfest 6,500
  - Friday on the Commons 22,000
  - Spring Fest 5,000
  - Welcome Bags 500
  - Big flea 2,000
- 570 Community Goodwill includes:
  - Fireworks 12,500
  - Grants 5,000
  - Poolesville Day 20,000
  - Gifts for volunteers 750
  - Misc 1,000
- 575 This includes costs for media outreach, digital media support, event support/advertising, press releases, social media/website content, tweets and business attraction.
- 580 Fair Access:
  - Marketing Materials 10,000
  - Media/advertising/news releases 10,000
  - Van Eperen Strategic Advisor/Consultant 60,000
  - Meetings/Pville Day Breakfast 5,000

# THE TOWN OF POOLESVILLE

## FY 2020 Budget

### GENERAL FUND EXPENSE DETAILS

Adopted May 20, 2019

Printed: 21-May-19

| Acct No.   | Account Name                       | Y/E 06/30/18<br>FY 18 Actual | Y/E 06/30/19<br>FY 19 Budget | Y/E 06/30/19<br>FY 19 Projection | Y/E 06/30/20<br>FY 20 Budget |
|--|------------------------------------|------------------------------|------------------------------|----------------------------------|------------------------------|
| <b>600</b>   | <b>Elections</b>                   |                              |                              |                                  |                              |
| 605  | Printing and Duplicating           | 0                            | 2,200                        | 2,200                            | 0                            |
| 610  | Voting Machines and Supplies       | 0                            | 3,000                        | 3,000                            | 0                            |
| 615  | Legal Fees                         | 0                            | 1,000                        | 1,000                            | 0                            |
| <b>Total: Acct 600 Elections</b>                   |                                    | <b>\$0</b>                   | <b>\$6,200</b>               | <b>\$6,200</b>                   | <b>\$0</b>                   |
| <b>700</b>   | <b>Staff Salaries and Benefits</b> |                              |                              |                                  |                              |
| 705  | Salaries                           | 1,168,830                    | 1,244,325                    | 1,244,325                        | 1,301,375                    |
| 710  | Social Security                    | 89,415                       | 95,191                       | 95,191                           | 99,555                       |
| 715  | Employee Benefits                  | 295,743                      | 295,141                      | 295,141                          | 356,386                      |
| 720  | Workmen's Compensation             | 47,535                       | 57,353                       | 57,353                           | 52,275                       |
| Sub-Total: Salaries and Benefits for All Employees |                                    | 1,601,523                    | 1,692,010                    | 1,692,010                        | 1,809,591                    |
| <b>750</b>   | <b>Salary Burden Allocation</b>    |                              |                              |                                  |                              |
| 755  | Water/Wastewater Salary Burden     | (610,447)                    | (635,636)                    | (635,636)                        | (691,161)                    |
| 760  | Wastewater Admin Salary Burden     | (11,937)                     | (11,827)                     | (11,827)                         | (12,318)                     |
| 765  | Water Admin Salary Burden          | (53,929)                     | (42,058)                     | (42,058)                         | (54,538)                     |
| Sub-Total: Salary Burden Allocations               |                                    | (676,313)                    | (689,521)                    | (689,521)                        | (758,017)                    |
| <b>Total: Acct 700 Staff Salaries and Benefits</b> |                                    | <b>\$925,210</b>             | <b>\$1,002,489</b>           | <b>\$1,002,489</b>               | <b>\$1,051,574</b>           |

**Account Descriptions**

The Major Account Group 600 has funds budgeted in every even-numbered year, when elections for Town Commissioners take place. Included is the cost of all pre-election preparation, election day activities, and follow-up as may be required.

605 These are costs associated with printing Absentee Ballots, delivered by certified mail, etc.

610 Costs include the rental of four voting machines and the services of one operator.

615 This account covers the costs of attorney's fees to meet with the Board of Elections, offer legal guidance, and respond to other inquiries.

The Major Account Group 700 includes salaries, social security, insurance, hospitalization, and retirement plan contributions for the Town Manager, Town Clerk-Treasurer, Deputy Clerk, the Public Works staff, Water and Wastewater staff, and other temporary employees, such as for the Summer Recreation Program, that may be hired. At present, Pooleville has a total of fifteen (18) employees.

705 Includes salaries for all Town employees.

710 Includes the costs for federally-mandated Social Security and Medicare programs.

715 This account includes the Town's voluntary benefits package, including Medical plan, Insurance plan, and Retirement contributions.

720 This account covers the cost of mandated Workmen's Compensation Insurance.

755, 760, 765

These accounts reflect the cost associated with salaries and benefits attributed to water and wastewater.

# THE TOWN OF POOLESVILLE

## FY 2020 Budget

### GENERAL FUND EXPENSE DETAILS

Adopted May 20, 2019

Printed: 21-May-19

| Acct No.  | Account Name                                | Y/E 06/30/18<br>FY 18 Actual | Y/E 06/30/19<br>FY 19 Budget | Y/E 06/30/19<br>FY 19 Projection | Y/E 06/30/20<br>FY 20 Budget |
|---|---|------------------------------|------------------------------|----------------------------------|------------------------------|
| <b>800</b>  | <b>Law</b>                                  |                              |                              |                                  |                              |
| 805   | Legal Fees                                  | 17,098                       | 40,000                       | 40,000                           | 40,000                       |
| 810   | Legal Fees - Development                    | 0                            | 0                            | 0                                | 0                            |
| 815   | Code Organization                           | 0                            | 0                            | 0                                | 0                            |
| <b>Total: Acct 800 Law</b>                                  |   | <b><u>\$17,098</u></b>       | <b><u>\$40,000</u></b>       | <b><u>\$40,000</u></b>           | <b><u>\$40,000</u></b>       |
| <b>900</b>  | <b>Municipal Buildings &amp; Operations</b> |                              |                              |                                  |                              |
| 910   | Insurance                                   | 20,774                       | 23,700                       | 23,700                           | 25,700                       |
| 915   | Electricity and Heat                        | 31,027                       | 32,500                       | 32,500                           | 32,500                       |
| 920   | Maintenance and Building Supplies           | 2,689                        | 7,000                        | 7,000                            | 7,000                        |
| 925   | Repairs and Maintenance                     | 16,691                       | 12,855                       | 12,855                           | 15,145                       |
| 940   | Uniforms                                    | 6,423                        | 6,625                        | 6,625                            | 7,625                        |
| 950   | Vehicle Insurance                           | 2,874                        | 3,000                        | 3,000                            | 3,100                        |
| 955   | Truck Operations and Maintenance            | 56,345                       | 50,000                       | 50,000                           | 50,000                       |
| 960   | Small Tools and Equipment                   | 996                          | 1,000                        | 1,000                            | 1,000                        |
| <b>Total: Acct 900 Municipal Buildings &amp; Operations</b> |   | <b><u>\$137,819</u></b>      | <b><u>\$136,680</u></b>      | <b><u>\$136,680</u></b>          | <b><u>\$142,070</u></b>      |

**Account Descriptions**

**The Major Account Group 800 summarizes the costs associated with Poolesville's service contract with the Town Attorney.**

805 The account covers attorney's fees for attendance at meetings, normal opinions, responding to questions, and other general legal issues. This includes costs for representing Poolesville in lawsuits and other challenges that may be raised by third parties.

810 This covers the review of Bond documentation, preparation of easements, review of site plans, and negotiations with property owners.

815 The Planning Commission has completed the Code Revisions.

**The Major Account Group 900 covers general/liability insurance for Town Hall, the Maintenance Building, and Old Methodist Church. In addition, this Group cover the costs of electricity, maintenance, and supplies for all General Fund Town buildings, as well as costs associated with municipal operations.**

910 Includes insurance coverage (property, general, and liability) for Town buildings and for insurance for the Commissioners acting as a legislative unit.

915 Electricity and Heat includes utility costs for Town buildings. In general, electricity is used to heat and air-condition all buildings.

920 This account covers the cost of all expendable and supply items, such as nuts, bolts, nails, cleaning supplies, paper towels, toilet paper, and other general supplies necessary to properly maintain and operate all Town buildings.

925 This account covers the cost of maintenance and repair of Town buildings. Townhall cleaning service, fire monitoring system, infestation control and Montgomery County Fire Code Inspections.

940 Includes expenses associated with providing proper work clothes, rain gear, cold weather gear, safety boots, etc.

950 This account covers the cost of maintaining insurance on Town vehicles.

955 This account covers the repair and maintenance, including the costs of gas and oil, for Town trucks and mowers.

960 This covers items such as hammers, screwdrivers, shovels, drills, etc., and other small items not generally included in the Capital Projects Budget.

# THE TOWN OF POOLESVILLE

## FY 2020 Budget

### GENERAL FUND EXPENSE DETAILS

Adopted May 20, 2019

Printed: 21-May-19

| Acct No.   | Account Name                                  | Y/E 06/30/18<br>FY 18 Actual | Y/E 06/30/19<br>FY 19 Budget | Y/E 06/30/19<br>FY 19 Projection | Y/E 06/30/20<br>FY 20 Budget |
|--|---|------------------------------|------------------------------|----------------------------------|------------------------------|
| <b>1000</b>  | <b>Streets, Sidewalks, &amp; Storm Drains</b> |                              |                              |                                  |                              |
| 1050   | Repairs/Maintenance/Resurfacing               | 12,442                       | 19,550                       | 19,550                           | 19,550                       |
| 1055   | Storm Drain Repair/Maintenance                | 11,683                       | 15,200                       | 15,200                           | 15,200                       |
| 1060   | Street Signs                                  | 1,664                        | 3,500                        | 3,500                            | 3,500                        |
| 1065   | Street Lighting                               | 95,039                       | 100,000                      | 100,000                          | 100,000                      |
| 1070   | Snow Removal                                  | 12,355                       | 40,000                       | 40,000                           | 40,000                       |
| 1085   | Sidewalk Repair & Maintenance                 | 11,298                       | 15,000                       | 15,000                           | 15,000                       |
| <b>Total: Acct 1000 Streets, Sidewalks, &amp; Storm Drains</b> |   | <b>\$144,481</b>             | <b>\$193,250</b>             | <b>\$193,250</b>                 | <b>\$193,250</b>             |

**Account Descriptions**

The Major Account Group 1000 covers all costs associated with the general maintenance and repair of all Town streets, storm water systems, street signs, street lighting, truck expenses, as well as the cost supplies and specific expenses for snow removal (note that Town staff salaries, including overtime, for snow removal, are included in Account Group 700).

- 1050 This account includes minor repair and maintenance to roads following water main breaks and other road surface failures with gravel and cold patch. Permanent repairs are completed when major resurfacing projects are scheduled as identified in the Capital Projects section of this Budget.
- 1055 Included in this account are the costs for the cleaning of, and minor repairs to, storm drain inlets and pipes. Again, major work items are included in the Capital Projects section of this Budget.
- 1060 This account covers the installation of new street signs, and the repair/replacement of older signs, as may be required.
- 1065 The operation of the Town's residential street lights (605) and Cobra Head lights (about 65) was performed under contract with Allegheny Power, including maintenance and electric cost.
- 1070 Included in this account is the cost of salt, and other materials that may be spread on Town roads, as may be required during snow/ice events. It also includes the cost of special items that may be needed for snow removal, as well as the cost of equipment repairs and contract personnel for snow removal.
- 1085 This account covers the cost of repairing and maintaining all Town sidewalks.

# THE TOWN OF POOLESVILLE

## FY 2020 Budget

### GENERAL FUND EXPENSE DETAILS

Adopted May 20, 2019

Printed: 21-May-19

| Acct No.                                       | Account Name                     | Y/E 06/30/18<br>FY 18 Actual | Y/E 06/30/19<br>FY 19 Budget | Y/E 06/30/19<br>FY 19 Projection | Y/E 06/30/20<br>FY 20 Budget |
|--|----------------------------------|------------------------------|------------------------------|----------------------------------|------------------------------|
| <b>1100</b>                                    | <b>Parks &amp; Recreation</b>    |                              |                              |                                  |                              |
| 1150   | Park Lighting                    | 7,532                        | 9,700                        | 9,700                            | 9,700                        |
| 1155   | Park Repair and Maintenance      | 49,757                       | 40,000                       | 40,000                           | 40,000                       |
| 1160   | Streetscape (Tree) Expense       | 0                            | 10,000                       | 10,000                           | 10,000                       |
| 1165   | Street Tree Maintenance          | 65,262                       | 10,000                       | 10,000                           | 10,000                       |
|  | <b>Use of Reforestation Fees</b> | <b>(55,262)</b>              |                              |                                  |                              |
| 1170   | Recreation Program               | 2,464                        | 3,800                        | 3,800                            | 3,800                        |
| <b>Total: Acct 1100 Parks &amp; Recreation</b> |                                  | <b><u>\$69,753</u></b>       | <b><u>\$73,500</u></b>       | <b><u>\$73,500</u></b>           | <b><u>\$73,500</u></b>       |
| <b>1200</b>                                    | <b>Engineering</b>               |                              |                              |                                  |                              |
| 1205   | General Engineering              | 55,338                       | 30,000                       | 30,000                           | 30,000                       |
| 1210   | Engineering Development          | 41,820                       | 10,000                       | 10,000                           | 10,000                       |
| <b>Total: Acct 1200 Engineering</b>            |                                  | <b><u>\$97,158</u></b>       | <b><u>\$40,000</u></b>       | <b><u>\$40,000</u></b>           | <b><u>\$40,000</u></b>       |
| <b>1300</b>                                    | <b>Planning &amp; Zoning</b>     |                              |                              |                                  |                              |
| 1300   | Planning and Zoning              | 375                          | 0                            | 0                                | 0                            |
| <b>Total: Acct 1300 Planning &amp; Zoning</b>  |                                  | <b><u>\$375</u></b>          | <b><u>\$0</u></b>            | <b><u>\$0</u></b>                | <b><u>\$0</u></b>            |

**Account Descriptions**

**The Major Account Group 1100 covers those expenses associated with maintaining Poolesville's parks, and the aesthetics of the Town streets. Included also are the costs of summer recreation programs. In general, major projects are included in the Capital Projects section of the Budget.**

- 1150 This includes the cost of lighting of the tennis and basketball courts at Halmos Park, and the security lights at Halmos and Stevens Parks.
- 1155 This account covers the cost of repair and maintenance of equipment in the tot lots, as well as the baseball field fences and bleachers. It also includes re-seeding the fields as necessary, annual fertilizing and weed killing treatments, gravel to repair parking lot damage, as well as mosquito control. Major projects addressing the upkeep of our recreational facilities are included in the Capital Projects section.
- 1160 This line item covers the cost of the purchasing and planting of all street trees.
- 1165 This account primarily addresses the costs for the maintenance and replacement of existing street trees and the miscellaneous purchase of shrubs and annuals.
- 1170 Included are the costs for equipment, and supplies.

**The Major Account Group 1200 covers the costs associated with the services contract with the Town Engineer for general engineering services, including attendance at Town meetings and other projects as directed by the Commissioners and/or Town Manager. It also includes the cost of services rendered for supervision of building roads, sidewalks, storm drainage systems, and other infrastructure in new subdivisions.**

- 1205 This account captures the cost of providing the services described above, other than costs charged directly to specific Capital Projects.
- 1210 Some of the costs in this account are offset by the receipt of developer fees.
- 1300 This account provides funding for reports, surveys, duplicating or publishing of plans and reports specific to the duties of the Planning Commission.

# THE TOWN OF POOLESVILLE

## FY 2020 Budget

### GENERAL FUND EXPENSE DETAILS

Adopted May 20, 2019

Printed: 21-May-19

| Acct No.   | Account Name                                | Y/E 06/30/18<br>FY 18 Actual | Y/E 06/30/19<br>FY 19 Budget | Y/E 06/30/19<br>FY 19 Projection | Y/E 06/30/20<br>FY 20 Budget |
|--|---|------------------------------|------------------------------|----------------------------------|------------------------------|
| <b>1400</b>  | <b>Public Safety</b>                        |                              |                              |                                  |                              |
| 1425   | Code Enforcement Officer                    | 12,201                       | 20,000                       | 20,000                           | 13,000                       |
| 1435   | Plumbing Inspection                         | 14,125                       | 8,000                        | 8,000                            | 8,000                        |
| <b>Total: Acct 1400 Public Safety</b>                        |   | <b><u>\$26,326</u></b>       | <b><u>\$28,000</u></b>       | <b><u>\$28,000</u></b>           | <b><u>\$21,000</u></b>       |
| <b>1500</b>  | <b>Municipal Services</b>                   |                              |                              |                                  |                              |
| 1500   | Trash Collection                            | 412,836                      | 475,000                      | 475,000                          | 491,000                      |
| <b>Total: Acct 1500 Municipal Services</b>                   |   | <b><u>\$412,836</u></b>      | <b><u>\$475,000</u></b>      | <b><u>\$475,000</u></b>          | <b><u>\$491,000</u></b>      |
| <b>1600</b>  | <b>Grant to Water &amp; Wastewater Fund</b> |                              |                              |                                  |                              |
| 1600   | Grant to Water & Wastewater Fund            | 15,300                       | 0                            | 0                                | 0                            |
| <b>Total: Acct 1600 Grant to Water &amp; Wastewater Fund</b> |   | <b><u>\$15,300</u></b>       | <b><u>\$0</u></b>            | <b><u>\$0</u></b>                | <b><u>\$0</u></b>            |
| <b>1700</b>  | <b>Debt Service</b>                         |                              |                              |                                  |                              |
| 1700   | Debt Service (Principal & Interest)         | 222,468                      | 225,563                      | 225,563                          | 232,471                      |
| <b>Total: Acct 1700 Debt Service</b>                         |   | <b><u>\$222,468</u></b>      | <b><u>\$225,563</u></b>      | <b><u>\$225,563</u></b>          | <b><u>\$232,471</u></b>      |

**Account Descriptions**

The Major Account Group 1400 covers the activities of the Code Enforcement Officer and the Plumbing Inspector.

1425 This is a contract position established to insure enforcement of Poolesville's Code.

1435 This is a contract position covering the inspection of new connections to the municipal system and gas connections, as well as alterations to existing connections. In general, the costs in this account are offset by the permit fees in revenue account 223.

The Major Account Group 1500, Municipal Services, includes the cost associated with the Town's contract with Bates Trash Service to provide regular residential trash, yard waste and recycling pickup.

The Major Account Group 1600 is used to maintain a positive balance in the Water & Wastewater operating account. Funds are intermittently transferred on an as-needed basis at the direction of the Town Manager, with the cognizance of the Commissioners. Funds for Water & Wastewater Capital Projects are funded separately by the General Fund as part of the Town's overall Capital Projects program, and are identified elsewhere in this Budget.

The Major Account Group 1700 covers the repayment of loans incurred for past Capital Projects. The details of the current outstanding loans are found on page 6. The Commissioners have adopted a policy that all Capital Projects, both General Fund and Water/Wastewater Fund are paid for by General Revenues.

# THE TOWN OF POOLSVILLE

## FY 2020 Budget

### GENERAL FUND - CAPITAL PROJECTS SUMMARY

Adopted May 20, 2019

Printed: 21-May-19

| Acct No.                              | Item or Description   | Year To Do | Est. Project Cost  | Prior Bal. + FY 18 Act. | FY 19 Projection     | FY 20 Bgt. Budget  | ----- Forward Planning Cycle ----- |                    |                    |                    |
|---------------------------------------|---|------------|--------------------|-------------------------|----------------------|--------------------|------------------------------------|--------------------|--------------------|--------------------|
|                                       |   |            |                    |                         |                      |                    | FY 21                              | FY 22              | FY 23              | FY 24              |
| <b><u>Project Funding</u></b>         |   |            |                    |                         |                      |                    |                                    |                    |                    |                    |
| 2005                                  | Office Equipment  |            | 18,600             | 19,548                  | 13,500               | 10,500             | 6,000                              | 6,000              | 6,000              | 6,000              |
| 2010                                  | Municipal Buildings   |            | 1,870,200          | 138,408                 | 65,000               | 45,000             | 45,000                             | 45,000             | 35,000             | 39,000             |
| 2015                                  | Parks & Streets Equipment                                       |            | 595,400            | 182,991                 | 134,250              | 115,000            | 87,500                             | 55,000             | 60,000             | 62,500             |
| 2020                                  | Vehicles  |            | 620,000            | 136,736                 | 75,000               | 87,000             | 100,000                            | 95,000             | 60,000             | 45,000             |
| 2025                                  | Major Town Projects   |            | 120,000            | 217,276                 | 199,853              | 95,000             | 125,000                            | 145,000            | 165,000            | 165,000            |
| 2035                                  | Park Projects   |            | 387,500            | 269,406                 | 70,000               | 45,500             | 30,000                             | 30,000             | 30,000             | 30,000             |
| 2040                                  | Major Street Repair Projects                                    |            | 2,961,000          | 293,322                 | 344,000              | 322,000            | 400,000                            | 400,000            | 400,000            | 425,000            |
| <b>Total Funding Allocations</b>      |   |            | <b>\$6,572,700</b> | <b>\$1,257,687</b>      | <b>\$901,603</b>     | <b>\$720,000</b>   | <b>\$793,500</b>                   | <b>\$776,000</b>   | <b>\$756,000</b>   | <b>\$772,500</b>   |
| <b><u>Direct Funding</u></b>          |   |            |                    |                         |                      |                    |                                    |                    |                    |                    |
| 2005                                  | Transfer of Unrestricted Funds                                  |            |                    |                         |                      |                    |                                    |                    |                    |                    |
| 2010                                  | Use of Impact Fees  |            |                    | 28,902                  |                      |                    |                                    |                    |                    |                    |
|                                       | Kettler Proffer   |            |                    |                         | 15,000               |                    |                                    |                    |                    |                    |
|                                       | Transfer of Unrestricted Funds                                  |            |                    |                         | 25,000               |                    |                                    |                    |                    |                    |
| 2025                                  | Transfer of Unrestricted Funds                                  |            |                    | 25,000                  | 25,000               |                    |                                    |                    |                    |                    |
|                                       | Budget Amendment 10/1/18  |            |                    |                         | 35,000               |                    |                                    |                    |                    |                    |
|                                       | Speed Camera Revenue  |            |                    |                         | 49,853               |                    |                                    |                    |                    |                    |
|                                       | Use of Impact Fees  |            |                    |                         | 5,000                |                    |                                    |                    |                    |                    |
| 2035                                  | Use of Reforestation Fees                                       |            |                    |                         | 40,000               |                    |                                    |                    |                    |                    |
|                                       | MD Grants   |            |                    | 80,000                  |                      |                    |                                    |                    |                    |                    |
|                                       | Transfer of Unrestricted Funds                                  |            |                    | 20,500                  |                      |                    |                                    |                    |                    |                    |
| 2040                                  | Transfer of Unrestricted Funds                                  |            |                    | 120,000                 |                      |                    |                                    |                    |                    |                    |
| <b>Sub-total: Direct Funding</b>      |   |            |                    | <b>\$274,402</b>        | <b>\$194,853</b>     | <b>\$0</b>         | <b>\$0</b>                         | <b>\$0</b>         | <b>\$0</b>         | <b>\$0</b>         |
| <b>2000</b>                           | <b>Funding by General Funds<br/>[Total less Direct Funding]</b> |            |                    | <b>\$983,285</b>        | <b>\$706,750</b>     | <b>\$720,000</b>   | <b>\$793,500</b>                   | <b>\$776,000</b>   | <b>\$756,000</b>   | <b>\$772,500</b>   |
| <b><u>Project Expenditures</u></b>    |   |            |                    |                         |                      |                    |                                    |                    |                    |                    |
|                                       |   |            |                    | <b>FY 18 Act.</b>       |                      |                    |                                    |                    |                    |                    |
| 2005                                  | Office Equipment  |            |                    | (13,726)                | 0                    | (12,000)           | 0                                  | 0                  | 0                  | 0                  |
| 2010                                  | Municipal Buildings   |            |                    | (31,427)                | (123,450)            | (6,200)            | 0                                  | 0                  | 0                  | (70,000)           |
| 2015                                  | Parks & Streets Equipment                                       |            |                    | (35,018)                | (130,703)            | (162,000)          | (70,000)                           | (18,000)           | (120,000)          | (18,000)           |
| 2020                                  | Vehicles  |            |                    | (53,724)                | 0                    | (75,000)           | (110,000)                          | (145,000)          | (60,000)           | (65,000)           |
| 2025                                  | Major Town Projects   |            |                    | (86,745)                | (144,885)            | (255,488)          | 0                                  | 0                  | 0                  | 0                  |
| 2035                                  | Park Projects   |            |                    | (112,388)               | (169,731)            | (15,500)           | 0                                  | 0                  | 0                  | 0                  |
| 2040                                  | Major Street Repair Projects                                    |            |                    | 0                       | (616,000)            | 0                  | (722,000)                          | 0                  | (800,000)          | 0                  |
| <b>Total Expenditures</b>             |   |            |                    | <b>(\$333,028)</b>      | <b>(\$1,184,769)</b> | <b>(\$526,188)</b> | <b>(\$902,000)</b>                 | <b>(\$163,000)</b> | <b>(\$980,000)</b> | <b>(\$153,000)</b> |
| <b><u>Account Balance by Year</u></b> |   |            |                    |                         |                      |                    |                                    |                    |                    |                    |
| 2005                                  | Office Equipment  |            |                    | 5,822                   | 19,322               | 17,822             | 23,822                             | 29,822             | 35,822             | 41,822             |
| 2010                                  | Municipal Buildings   |            |                    | 106,982                 | 48,532               | 87,332             | 132,332                            | 177,332            | 212,332            | 181,332            |
| 2015                                  | Parks & Streets Equipment                                       |            |                    | 147,973                 | 151,520              | 104,520            | 122,020                            | 159,020            | 99,020             | 143,520            |
| 2020                                  | Vehicles  |            |                    | 83,012                  | 158,012              | 170,012            | 160,012                            | 110,012            | 110,012            | 90,012             |
| 2025                                  | Major Town Projects   |            |                    | 130,531                 | 185,499              | 25,011             | 150,011                            | 295,011            | 460,011            | 625,011            |
| 2035                                  | Park Projects   |            |                    | 157,018                 | 57,287               | 87,287             | 117,287                            | 147,287            | 177,287            | 207,287            |
| 2040                                  | Major Street Repair Projects                                    |            |                    | 293,322                 | 21,322               | 343,322            | 21,322                             | 421,322            | 21,322             | 446,322            |
| <b>Account Balance by Year</b>        |   |            |                    | <b>\$924,660</b>        | <b>\$641,494</b>     | <b>\$835,306</b>   | <b>\$726,806</b>                   | <b>\$1,339,806</b> | <b>\$1,115,806</b> | <b>\$1,735,306</b> |

**Notes**

- [1] This page summarizes the seven Capital Projects accounts associated with General Fund capital expenditures. The summary is divided into three sections as follows:
- \* The top part of the page summarizes the costs of the various projects and the overall funding streams developed to implement those projects. Also included in the top section is a summary of all special funding available to augment the regular General Funding. The bottom line in the top section, Acct. 2000, subtracts the special funding and identifies the Net Amount which has been, or will be, funded from General Fund Revenues.
  - \* The middle part of the page summarizes the programmed expenditures of the funds to accomplish the various capital projects.
  - \* The bottom part of the page reflect the remaining balances in each of the accounts at the end of each Fiscal Year.
- [2] See the following Capital Account pages for detailed information.

# THE TOWN OF POOLESVILLE

## FY 2020 Budget

### GENERAL FUND - CAPITAL PROJECTS

Adopted May 20, 2019

Printed: 21-May-19

| Acct No.                               | Item or Description              | Year To Do | Est. Project Cost | Prior Bal. + FY 18 Act. | FY 19 Projection | FY 20 Bgt. Budget | ----- Forward Planning Cycle ----- |                 |                 |                 |
|--|----------------------------------|------------|-------------------|-------------------------|------------------|-------------------|------------------------------------|-----------------|-----------------|-----------------|
|  |                                  |            |                   |                         |                  |                   | FY 21                              | FY 22           | FY 23           | FY 24           |
| <b>Project Funding</b>                 |                                  |            |                   |                         |                  |                   |                                    |                 |                 |                 |
| 2005                                   | Office Equipment                 |            |                   |                         |                  |                   |                                    |                 |                 |                 |
| Carry-over funds: Completed Projects   |                                  |            |                   |                         |                  |                   |                                    |                 |                 |                 |
| Carry-Over Funds allocated to projects |                                  |            |                   |                         |                  |                   |                                    |                 |                 |                 |
| 1                                      | Future Office Requirements       | Open       |                   | 7,091                   | 6,000            | 6,000             | 6,000                              | 6,000           | 6,000           | 6,000           |
| 2                                      | Water Billing Software Upgrade   | FY18       | 3,600             | 2,000                   |                  |                   |                                    |                 |                 |                 |
| 3                                      | Water Meter Readers              | FY19       | 15,000            | 10,457                  | 7,500            | 2,500             |                                    |                 |                 |                 |
| 4                                      | Meeting recorder/transcription   | FY20       |                   |                         |                  | 2,000             |                                    |                 |                 |                 |
|  | <b>Total Funding Allocations</b> |            | <b>\$18,600</b>   | <b>\$19,548</b>         | <b>\$13,500</b>  | <b>\$10,500</b>   | <b>\$6,000</b>                     | <b>\$6,000</b>  | <b>\$6,000</b>  | <b>\$6,000</b>  |
| <b>Project Expenditures</b>            |                                  |            |                   |                         |                  |                   |                                    |                 |                 |                 |
| 2005                                   | Office Equipment                 |            |                   | <b>FY 18 Act.</b>       |                  |                   |                                    |                 |                 |                 |
| 1                                      | Office Equipment                 | Open       |                   | (1,269)                 |                  |                   |                                    |                 |                 |                 |
| 2                                      | Water Billing Software Upgrade   | FY18       |                   | (2,000)                 |                  |                   |                                    |                 |                 |                 |
| 3                                      | Water Meter Readers              | FY19       |                   | (10,457)                |                  | (10,000)          |                                    |                 |                 |                 |
| 4                                      | Meeting Recorder/Transcription   | FY20       |                   |                         |                  | (2,000)           |                                    |                 |                 |                 |
|  | <b>Total Expenditures</b>        |            |                   | <b>(\$13,726)</b>       | <b>\$0</b>       | <b>(\$12,000)</b> | <b>\$0</b>                         | <b>\$0</b>      | <b>\$0</b>      | <b>\$0</b>      |
| 2005                                   | <b>Account Balance by Year</b>   |            |                   | <b>\$5,822</b>          | <b>\$19,322</b>  | <b>\$17,822</b>   | <b>\$23,822</b>                    | <b>\$29,822</b> | <b>\$35,822</b> | <b>\$41,822</b> |

**Notes**

**Shading key in Table: FY 18 Expenditures/Closed Projects      Budgeting, Planned Expenditures for this Budget Year**

The indicated funding balances for closed/completed projects are transferred to the Carry-Over Funds in the year following closure.

**Project Definitions**

2005 **The Office Equipment Account covers the purchase of durable office equipment with an expected service life of more than 3 years.**

1 This is for the replacement of existing equipment.

2 This is a required upgrade for the Deputy Clerk's billing system and improvements to allow electronic billing and auto payment.

3 Replacement of the existing hand held meter readers.

4 Replacement of existing equipment.

| Acct No.                               | Item or Description              | Year To Do | Est. Project Cost  | Prior Bal. + FY 18 Act. | FY 19 Projection   | FY 20 Bgt. Budget | ----- Forward Planning Cycle ----- |                  |                  |                   |
|--|----------------------------------|------------|--------------------|-------------------------|--------------------|-------------------|------------------------------------|------------------|------------------|-------------------|
|  |                                  |            |                    |                         |                    |                   | FY 21                              | FY 22            | FY 23            | FY 24             |
| <b>Project Funding</b>                 |                                  |            |                    |                         |                    |                   |                                    |                  |                  |                   |
| 2010                                   | Municipal Buildings              |            |                    | 10,514                  |                    |                   |                                    |                  |                  |                   |
| Carry-over funds: Completed Projects   |                                  |            |                    |                         |                    |                   |                                    |                  |                  |                   |
| Carry-Over Funds allocated to projects |                                  |            |                    |                         |                    |                   |                                    |                  |                  |                   |
| 1                                      | Historic Methodist Church        | Open       | 25,000             | 12,215                  | (4,000)            | (6,200)           |                                    |                  |                  |                   |
| 2                                      | Community Center                 | Open       | 1,600,000          |                         |                    | 20,000            | 20,000                             | 20,000           | 20,000           | 20,000            |
| Use of Unrestricted Reserves           |                                  |            |                    |                         |                    |                   |                                    |                  |                  |                   |
| 3                                      | Town Hall Maintenance            | Open       | 30,000             | 20,000                  | 25,000             | 5,000             | 5,000                              | 5,000            | 5,000            | 5,000             |
| Use of Impact Fees                     |                                  |            |                    |                         |                    |                   |                                    |                  |                  |                   |
| 4                                      | Historic Medley Grant            | Open       | 30,000             |                         |                    | 10,000            | 10,000                             | 10,000           |                  |                   |
| 5                                      | Water Dept Equipment Storage     | FY18       | 50,000             | 50,000                  |                    |                   |                                    |                  |                  |                   |
| 6                                      | LED Electronic Sign              | FY18       | 25,000             |                         |                    |                   |                                    |                  |                  |                   |
| Budget Amendment 2/20/18               |                                  |            |                    |                         |                    |                   |                                    |                  |                  |                   |
| 7                                      | Waste Dumpster Ramp Pad          | FY19       | 10,000             |                         | 25,000             | 10,000            |                                    |                  |                  |                   |
| 8                                      | LED Lights                       | FY19       | 4,000              |                         |                    | 4,000             |                                    |                  |                  |                   |
| 9                                      | Bus Shelters                     | FY19       | 20,000             |                         |                    | 5,000             |                                    |                  |                  |                   |
| Kettler Proffer                        |                                  |            |                    |                         |                    |                   |                                    |                  |                  |                   |
| 10                                     | WWTP Metal Doors                 | FY20       | 5,000              |                         |                    | 5,000             |                                    |                  |                  |                   |
| 11                                     | Baby Changing Station            | FY20       | 1,200              |                         |                    | 1,200             |                                    |                  |                  |                   |
| 12                                     | Parks Dept Storage Building      | FY24       | 70,000             | 16,777                  |                    | 10,000            | 10,000                             | 10,000           | 10,000           | 14,000            |
|  | <b>Total Funding Allocations</b> |            | <b>\$1,870,200</b> | <b>\$138,408</b>        | <b>\$65,000</b>    | <b>\$45,000</b>   | <b>\$45,000</b>                    | <b>\$45,000</b>  | <b>\$35,000</b>  | <b>\$39,000</b>   |
| <b>Project Expenditures</b>            |                                  |            |                    |                         |                    |                   |                                    |                  |                  |                   |
| 2010                                   | Municipal Buildings              |            |                    | <b>FY 18 Act.</b>       |                    |                   |                                    |                  |                  |                   |
| 1                                      | Historic Methodist Church        | Open       |                    |                         | (12,215)           |                   |                                    |                  |                  |                   |
| 2                                      | Community Center                 | Open       |                    |                         |                    |                   |                                    |                  |                  |                   |
| 3                                      | Town Hall Maintenance            | Open       |                    | (3,947)                 | (29,955)           |                   |                                    |                  |                  |                   |
| 4                                      | Historic Medley Grant            | Open       |                    |                         |                    |                   |                                    |                  |                  |                   |
| 5                                      | Water Dept Equipment Storage     | FY18       |                    | (2,720)                 | (47,280)           |                   |                                    |                  |                  |                   |
| 6                                      | LED Electronic Sign              | FY18       |                    | (24,760)                |                    |                   |                                    |                  |                  |                   |
| 7                                      | Waste Dumpster Ramp Pad          | FY19       |                    |                         | (10,000)           |                   |                                    |                  |                  |                   |
| 8                                      | LED Lights                       | FY19       |                    |                         | (4,000)            |                   |                                    |                  |                  |                   |
| 9                                      | Bus Shelters                     | FY19       |                    |                         | (20,000)           |                   |                                    |                  |                  |                   |
| 10                                     | WWTP Metal Doors                 | FY20       |                    |                         |                    | (5,000)           |                                    |                  |                  |                   |
| 11                                     | Baby Changing Station            | FY20       |                    |                         |                    | (1,200)           |                                    |                  |                  |                   |
| 12                                     | Parks Dept Storage Building      | FY24       |                    |                         |                    |                   |                                    |                  |                  | (70,000)          |
|  | <b>Total Expenditures</b>        |            |                    | <b>(\$31,427)</b>       | <b>(\$123,450)</b> | <b>(\$6,200)</b>  | <b>\$0</b>                         | <b>\$0</b>       | <b>\$0</b>       | <b>(\$70,000)</b> |
| 2010                                   | <b>Account Balance by Year</b>   |            |                    | <b>\$106,982</b>        | <b>\$48,532</b>    | <b>\$87,332</b>   | <b>\$132,332</b>                   | <b>\$177,332</b> | <b>\$212,332</b> | <b>\$181,332</b>  |

**Notes**

**Shading key in Table: FY 18 Expenditures/Closed Projects      Budgeting, Planned Expenditures for this Budget Year**

The indicated funding balances for closed/completed projects are transferred to the Carry-Over Funds in the year following closure.

**Project Definitions**

2010 **The Municipal Buildings Account covers the major maintenance of, and additions to, existing Town properties.**

1 The Historic Methodist Church (Thrift Shop) maintenance fund.

2 Funds for a multi use facility to be constructed in-conjunction with the new high school.

3 Interior caulking, painting and carpet replacement/exterior painting.

4 Funds in FY21 and FY22 to issued as matching funds for improvements to the John Poole House and Old Town Hall.

5 Building for Water Department equipment.

6 Replacement of existing information sign.

7 Used for loading project spoils.

8 Replacement of existing fixtures in maintenance facility.

9 To be installed at Wootton & Fisher and West Willard Road.

10 Replacement of existing metal doors.

11 To be installed at all Park Facilities.

12 Provides equipment storage for Parks Department.

# THE TOWN OF POOLSVILLE

## FY 2020 Budget

### GENERAL FUND - CAPITAL PROJECTS

Adopted May 20, 2019

Printed: 21-May-19

| Acct No.                         | Item or Description                               | Year To Do | Est. Project Cost | Prior Bal. + FY 18 Act. | FY 19 Projection   | FY 20 Bgt. Budget  | Forward Planning Cycle |                   |                    |                   |
|----------------------------------|---|------------|-------------------|-------------------------|--------------------|--------------------|------------------------|-------------------|--------------------|-------------------|
|                                  |   |            |                   |                         |                    |                    | FY 21                  | FY 22             | FY 23              | FY 24             |
| <b>Project Funding</b>           |   |            |                   |                         |                    |                    |                        |                   |                    |                   |
| 2015                             | <b>Parks &amp; Streets Equipment</b>              |            |                   |                         | 6,079              |                    |                        |                   |                    |                   |
|                                  | <b>Carry-over funds: Completed Projects</b>       |            |                   |                         |                    | (6,000)            |                        |                   |                    |                   |
|                                  | <b>Carry-Over Funds allocated to projects</b>     |            |                   |                         |                    |                    |                        |                   |                    |                   |
| 1                                | <b>Accm.for Current and Future Equip Require.</b> |            |                   | 37,219                  | 20,000             | 20,000             | 20,000                 | 20,000            | 20,000             | 20,000            |
| a                                | Replacement Salt Spreaders                        | Open       | 8,000             |                         |                    |                    |                        |                   |                    |                   |
| b                                | Bush Hog  | FY18       | 1,200             |                         |                    |                    |                        |                   |                    |                   |
| c                                | Blower  | FY18       | 500               |                         |                    |                    |                        |                   |                    |                   |
| d                                | Pressure Washer                                   | FY18       | 500               |                         |                    |                    |                        |                   |                    |                   |
| e                                | Concrete Grinder                                  | FY19       | 10,000            |                         |                    |                    |                        |                   |                    |                   |
| f                                | Steven's Park Hot Water Heater                    | FY19       | 1,200             |                         |                    |                    |                        |                   |                    |                   |
| g                                | Electric Maint Equipment                          | FY20       | 5,000             |                         |                    |                    |                        |                   |                    |                   |
| 2                                | 72" Mower   | FY18       | 15,000            | 15,000                  |                    |                    |                        |                   |                    |                   |
|                                  | 72" Mower   | FY18       | 15,000            | (200)                   |                    |                    |                        |                   |                    |                   |
| 3                                | 11' Batwing Mower                                 | FY19       | 60,000            | 35,000                  | 25,000             |                    |                        |                   |                    |                   |
| 4                                | Skid Loader                                       | FY19       | 50,000            | 31,250                  | 18,750             |                    |                        |                   |                    |                   |
| 5                                | Club Cart   | FY20       | 9,000             |                         | 3,000              | 6,000              |                        |                   |                    |                   |
| 6                                | Back-Hoe  | FY20       | 90,000            | 40,000                  | 20,000             | 30,000             |                        |                   |                    |                   |
| 7                                | Mini Excavator                                    | FY20       | 35,000            |                         | 15,000             | 20,000             |                        |                   |                    |                   |
| 8                                | Kubota Snow Blower                                | FY21       | 30,000            |                         | 7,500              | 7,500              | 15,000                 |                   |                    |                   |
| 9                                | 72" Mower   | FY21       | 15,000            |                         |                    | 7,500              | 7,500                  |                   |                    |                   |
| 10                               | Mule (Utility Vehicle)                            | FY21       | 15,000            |                         | 5,000              | 5,000              |                        |                   |                    |                   |
| 11                               | 72" Mower   | FY23       | 15,000            |                         |                    |                    | 5,000                  | 5,000             | 5,000              |                   |
| 12                               | 16' Batwing Mower                                 | FY23       | 95,000            |                         | 10,000             | 15,000             | 25,000                 | 20,000            | 25,000             |                   |
| 13                               | 72" Mower   | FY25       | 15,000            |                         |                    |                    |                        |                   |                    | 7,500             |
| 14                               | 72" Mower/Blower                                  | FY27       | 30,000            |                         |                    |                    |                        |                   |                    | 10,000            |
| 15                               | 11" Batwing Mower                                 | FY29       | 60,000            |                         |                    |                    |                        |                   |                    | 15,000            |
| 16                               | Holiday Lights                                    | Open       | 20,000            | 18,643                  | 10,000             | 10,000             | 10,000                 | 10,000            | 10,000             | 10,000            |
| <b>Total Funding Allocations</b> |   |            | <b>\$595,400</b>  | <b>\$182,991</b>        | <b>\$134,250</b>   | <b>\$115,000</b>   | <b>\$87,500</b>        | <b>\$55,000</b>   | <b>\$60,000</b>    | <b>\$62,500</b>   |
| <b>Project Expenditures</b>      |   |            |                   |                         |                    |                    |                        |                   |                    |                   |
| 2015                             | <b>Parks &amp; Streets Equipment</b>              |            |                   |                         |                    |                    |                        |                   |                    |                   |
| 1                                | <b>Accm.for Current and Future Equip Require.</b> |            |                   |                         |                    |                    |                        |                   |                    |                   |
| a                                | Replacement Salt Spreaders                        | Open       |                   | (6,849)                 |                    | (8,000)            |                        | (8,000)           |                    | (8,000)           |
| b                                | Bush Hog  | FY18       |                   | (1,200)                 |                    |                    |                        |                   |                    |                   |
| c                                | Blower  | FY18       |                   | (479)                   |                    |                    |                        |                   |                    |                   |
| d                                | Pressure Washer                                   | FY18       |                   | (550)                   |                    |                    |                        |                   |                    |                   |
| e                                | Concrete Grinder                                  | FY20       |                   |                         |                    | (10,000)           |                        |                   |                    |                   |
| f                                | Steven's Park Hot Water Heater                    | FY19       |                   |                         | (1,200)            |                    |                        |                   |                    |                   |
| g                                | Electric Maint Equipment                          | FY20       |                   |                         | (2,000)            |                    |                        |                   |                    |                   |
| 2                                | 72" Mower   | FY18       |                   | (14,800)                |                    |                    |                        |                   |                    |                   |
| 3                                | 11' Batwing Mower                                 | FY19       |                   |                         | (60,000)           |                    |                        |                   |                    |                   |
| 4                                | Skid Loader                                       | FY19       |                   |                         | (50,000)           |                    |                        |                   |                    |                   |
| 5                                | Club Cart   | FY20       |                   |                         |                    | (9,000)            |                        |                   |                    |                   |
| 6                                | Back-Hoe  | FY20       |                   |                         |                    | (90,000)           |                        |                   |                    |                   |
| 7                                | Mini Excavator                                    | FY20       |                   |                         |                    | (35,000)           |                        |                   |                    |                   |
| 8                                | Kubota Snow blower                                | FY21       |                   |                         |                    |                    | (30,000)               |                   |                    |                   |
| 9                                | 72" Mower   | FY21       |                   |                         |                    |                    | (15,000)               |                   |                    |                   |
| 10                               | Mule (Utility Vehicle)                            | FY21       |                   |                         |                    |                    | (15,000)               |                   |                    |                   |
| 11                               | 72" Mower   | FY23       |                   |                         |                    |                    |                        |                   | (15,000)           |                   |
| 12                               | 16' Batwing Mower                                 | FY23       |                   |                         |                    |                    |                        |                   | (95,000)           |                   |
| 13                               | 72" Mower   | FY25       |                   |                         |                    |                    |                        |                   |                    |                   |
| 14                               | 72" Mower/Blower                                  | FY27       |                   |                         |                    |                    |                        |                   |                    |                   |
| 15                               | 11" Batwing Mower                                 | FY29       |                   |                         |                    |                    |                        |                   |                    |                   |
| 16                               | Holiday Lights                                    | Open       |                   | (11,140)                | (17,503)           | (10,000)           | (10,000)               | (10,000)          | (10,000)           | (10,000)          |
| <b>Total Expenditures</b>        |   |            |                   | <b>(\$35,018)</b>       | <b>(\$130,703)</b> | <b>(\$162,000)</b> | <b>(\$70,000)</b>      | <b>(\$18,000)</b> | <b>(\$120,000)</b> | <b>(\$18,000)</b> |
| 2015                             | <b>Account Balance by Year</b>                    |            |                   | <b>\$147,973</b>        | <b>\$151,520</b>   | <b>\$104,520</b>   | <b>\$122,020</b>       | <b>\$159,020</b>  | <b>\$99,020</b>    | <b>\$143,520</b>  |

**Notes**

**Shading key in Table:** FY 18 Expenditures/Closed Projects

**Budgeting, Planned Expenditures for this Budget Year**

The Town equipment purchasing takes advantage of fleet, State and County contracts as applicable from each vendor.

The indicated funding balances for closed/completed projects are transferred to the Carry-Over Funds in the year following closure.

2015 This account covers the expenses for capital improvements to existing streets and parks infrastructure and for specific equipment.

**Mowers**

Project was funded with excess funding from completed projects.

- 1 Replacement of existing equipment
- 2 This mower will replace the 2008 72" mower
- 3 This mower will replace the 2006 HR111 Jacobson
- 4 This will replace the 2002 skid loader
- 5 Replacement for existing club cart
- 6 This will replace the 2003 JCB Backhoe
- 7 New equipment for trench and minor excavations
- 8 This will replace the 2002 snow blower
- 9 This mower will replace the 2011 72" mower
- 10 This equipment will replace the 2008 Mule
- 11 This mower will replace the 2013 72" mower
- 12 This mower will replace the 2013 HR111 Jacobson
- 13 This mower will replace the 2015 72" mower
- 14 This will replace the 2015 snow blower/mower
- 15 This mower will replace the 2019 11" Tor batwing mower
- 16 Light replacement/repair...no new additions

- 1989 Kubota L2250 (field use)
- 2002 Kubota 360 snow blower
- 2011 Kubota ZD21 (mower)
- 2013 Kubota ZD21 (mower)
- 2013 HR111 Jacobson (mower)
- 2015 72" Mower/Blower
- 2018 Kubota ZD21 (mower)
- 2019 11' Toro Batwing (mower)

**Heavy Equipment**

- 2003 JCB Backhoe
- 2019 Skid Loader
- 2008 tractor w/mower boom
- 2008 Mule (multi-use)

# THE TOWN OF POOLESVILLE

## FY 2020 Budget

### GENERAL FUND - CAPITAL PROJECTS

Adopted May 20, 2019

Printed: 21-May-19

| Acct No.                         | Item or Description                           | Year To Do | Est. Project Cost | Prior Bal. + FY 18 Act. | FY 19 Projection | FY 20 Bgt. Budget | Forward Planning Cycle |                    |                   |                   |
|----------------------------------|---|------------|-------------------|-------------------------|------------------|-------------------|------------------------|--------------------|-------------------|-------------------|
|                                  |   |            |                   |                         |                  |                   | FY 21                  | FY 22              | FY 23             | FY 24             |
| <b>Project Funding</b>           |   |            |                   |                         |                  |                   |                        |                    |                   |                   |
| 2020                             | <b>Vehicles</b>                               |            |                   | 8,012                   |                  |                   |                        |                    |                   |                   |
|                                  | <b>Carry-over funds: Completed Projects</b>   |            |                   |                         |                  | (8,000)           |                        |                    |                   |                   |
|                                  | <b>Carry-Over Funds allocated to projects</b> |            |                   |                         |                  |                   |                        |                    |                   |                   |
| 1                                | 3/4 Ton Pick-up                               | FY18       | 55,000            | 55,000                  |                  |                   |                        |                    |                   |                   |
| 2                                | 5-Ton Dump Truck                              | FY20       | 65,000            | 30,000                  | 20,000           | 17,000            |                        |                    |                   |                   |
| 3                                | 1- Ton Utility Truck                          | FY21       | 55,000            | 20,000                  | 15,000           | 10,000            | 10,000                 |                    |                   |                   |
| 4                                | 1-Ton Utility Truck                           | FY21       | 55,000            | 15,000                  | 15,000           | 15,000            | 10,000                 |                    |                   |                   |
| 5                                | 1-Ton Utility Truck                           | FY22       | 55,000            | 10,000                  | 10,000           | 10,000            | 10,000                 | 15,000             |                   |                   |
| 6                                | 1/2 Ton Pick-up                               | FY22       | 35,000            |                         | 5,000            | 10,000            | 10,000                 | 10,000             |                   |                   |
| 7                                | 1- Ton Utility Truck                          | FY22       | 55,000            |                         | 10,000           | 15,000            | 15,000                 | 15,000             |                   |                   |
| 8                                | 1-Ton Dump Truck                              | FY23       | 60,000            |                         |                  | 10,000            | 20,000                 | 15,000             | 15,000            |                   |
| 9                                | 1-Ton Utility Truck                           | FY24       | 60,000            |                         |                  |                   | 15,000                 | 15,000             | 15,000            | 15,000            |
| 10                               | 1-Ton Utility Truck                           | FY25       | 65,000            |                         |                  |                   | 10,000                 | 15,000             | 15,000            | 15,000            |
| 11                               | 3/4 Ton Pick-up                               | FY28       | 60,000            |                         |                  |                   |                        | 10,000             | 15,000            | 15,000            |
| <b>Total Funding Allocations</b> |   |            | <b>\$620,000</b>  | <b>\$136,736</b>        | <b>\$75,000</b>  | <b>\$87,000</b>   | <b>\$100,000</b>       | <b>\$95,000</b>    | <b>\$60,000</b>   | <b>\$45,000</b>   |
| <b>Project Expenditures</b>      |   |            |                   |                         |                  |                   |                        |                    |                   |                   |
| 2020                             | <b>Vehicles</b>                               |            |                   | <b>FY 18 Act.</b>       |                  |                   |                        |                    |                   |                   |
| 1                                | 3/4 Ton Pick-up                               | FY18       |                   | (53,724)                |                  |                   |                        |                    |                   |                   |
| 2                                | 5- Ton Dump Truck                             | FY20       |                   |                         |                  | (75,000)          |                        |                    |                   |                   |
| 3                                | 1- Ton Utility Truck                          | FY21       |                   |                         |                  |                   | (55,000)               |                    |                   |                   |
| 4                                | 1-Ton Utility Truck                           | FY21       |                   |                         |                  |                   | (55,000)               |                    |                   |                   |
| 5                                | 1-Ton Utility Truck                           | FY22       |                   |                         |                  |                   |                        | (55,000)           |                   |                   |
| 6                                | 1/2 Ton Pick-up                               | FY22       |                   |                         |                  |                   |                        | (35,000)           |                   |                   |
| 7                                | 1- Ton Utility Truck                          | FY22       |                   |                         |                  |                   |                        | (55,000)           |                   |                   |
| 8                                | 1-Ton Dump Truck                              | FY23       |                   |                         |                  |                   |                        |                    | (60,000)          |                   |
| 9                                | 1-Ton Utility Truck                           | FY24       |                   |                         |                  |                   |                        |                    |                   | (65,000)          |
| 10                               | 1-Ton Utility Truck                           | FY25       |                   |                         |                  |                   |                        |                    |                   |                   |
| 11                               | 3/4 Ton Pick-up                               | FY28       |                   |                         |                  |                   |                        |                    |                   |                   |
| <b>Total Expenditures</b>        |   |            |                   | <b>(\$53,724)</b>       | <b>\$0</b>       | <b>(\$75,000)</b> | <b>(\$110,000)</b>     | <b>(\$145,000)</b> | <b>(\$60,000)</b> | <b>(\$65,000)</b> |
| 2020                             | <b>Account Balance by Year</b>                |            |                   | <b>\$83,012</b>         | <b>\$158,012</b> | <b>\$170,012</b>  | <b>\$160,012</b>       | <b>\$110,012</b>   | <b>\$110,012</b>  | <b>\$90,012</b>   |

**Notes**

**Shading key in Table: FY 18 Expenditures/Closed Projects**

**Budgeting, Planned Expenditures for this Budget Year**

The indicated funding balances for closed/completed projects are transferred to the Carry-Over Funds in the year following closure.

The Town vehicle purchasing takes advantage of fleet, State and County contracts as applicable from each vendor.

The Town owns the following vehicles:

**Town vehicles are targeted for replacement on a ten year cycle.**

**Trucks**

- 1 The 3/4 Ton Truck will be a new addition to the fleet.
- 2 The 5 ton truck scheduled for 2020 will replace the 2006 Chevy dump truck.
- 3 The 1-ton utility truck scheduled for 2021 will replace the 2010 F-350.
- 4 The 1-ton utility truck scheduled for 2021 will replace the 2011 F-350.
- 5 The 1-ton utility truck scheduled for 2022 will replace the 2011 F-350.
- 6 The 1/2 Ton will replace the 2011 Ford Ranger.
- 7 The 1-ton utility truck scheduled for 2022 will replace the 2012 F-350.
- 8 The 1-ton utility truck scheduled for 2024 will replace the 2012 Flatbed.
- 9 The 1-ton utility truck scheduled for 2025 will replace the 2014 F350 Truck
- 10 The 1-ton utility truck scheduled for 2026 will replace the 2015 F350 Truck
- 11 The 3/4 Ton Truck will replace the 2018 F-250.

- 1995 International Bucket Truck (P/S)
- 2006 Chevy 5 Ton Dump (P/S)
- 2010 Ford F 350 Truck (W/S)
- 2011 Ford F 350 Truck (W/S)
- 2011 Ford F 350 Truck (P/S)
- 2011 Ford Ranger (WW)
- 2012 Ford F350 (P/S)
- 2012 1-Ton Flatbed (P/S)
- 2014 F-250 Truck (W/S)
- 2015 F350 Truck (P/S)
- 2018 F-250 Truck (P/S)

# THE TOWN OF POOLSVILLE

## FY 2020 Budget

### GENERAL FUND - CAPITAL PROJECTS

Adopted May 20, 2019

Printed: 21-May-19

| Acct No.                           | Item or Description                           | Year To Do | Est. Project Cost | Prior Bal. + FY 18 Act. | FY 19 Projection   | FY 20 Bgt. Budget                 | ----- Forward Planning Cycle ----- |                  |                  |                  |
|------------------------------------|---|------------|-------------------|-------------------------|--------------------|-----------------------------------|------------------------------------|------------------|------------------|------------------|
|                                    |   |            |                   |                         |                    |                                   | FY 21                              | FY 22            | FY 23            | FY 24            |
| <b><u>Project Funding</u></b>      |   |            |                   |                         |                    |                                   |                                    |                  |                  |                  |
| 2025                               | <b>Major Town Projects</b>                    |            |                   |                         |                    |                                   |                                    |                  |                  |                  |
|                                    | <b>Carry-over funds: Completed Projects</b>   |            |                   | 11                      |                    |                                   |                                    |                  |                  |                  |
|                                    | <b>Carry-Over Funds allocated to projects</b> |            |                   |                         |                    |                                   |                                    |                  |                  |                  |
| 1                                  | Street Lighting Program                       | Open       | Open              | 68,522                  | 40,000             | 40,000                            | 40,000                             | 40,000           | 40,000           | 40,000           |
|                                    | <b>Speed Camera Revenue</b>                   |            |                   |                         | <b>49,853</b>      |                                   |                                    |                  |                  |                  |
| 2                                  | Fisher Ave Streetscape                        | Open       | Open              | 95,152                  | 50,000             | 30,000                            | 60,000                             | 80,000           | 100,000          | 100,000          |
| 3                                  | Sidewalks                                     | Open       |                   |                         |                    | 10,000                            | 10,000                             | 10,000           | 10,000           | 10,000           |
| 4                                  | GIS System                                    | Open       |                   |                         |                    | 15,000                            | 15,000                             | 15,000           | 15,000           | 15,000           |
| 5                                  | Street Sign Replacement                       | FY18       | 15,000            | 6,105                   |                    |                                   |                                    |                  |                  |                  |
| 6                                  | Whalen Wall Rebuild                           | FY18       | 20,000            | 22,486                  |                    |                                   |                                    |                  |                  |                  |
| 7                                  | PHS Investment Fund                           | Open       | 85,000            |                         | 35,000             | <b>Budget Amendment 10/1/2018</b> |                                    |                  |                  |                  |
|                                    | <b>Use of Unrestricted Reserves</b>           |            |                   | <b>25,000</b>           | <b>25,000</b>      |                                   |                                    |                  |                  |                  |
|                                    | <b>Total Funding Allocations</b>              |            | <b>\$120,000</b>  | <b>\$217,276</b>        | <b>\$199,853</b>   | <b>\$95,000</b>                   | <b>\$125,000</b>                   | <b>\$145,000</b> | <b>\$165,000</b> | <b>\$165,000</b> |
| <b><u>Project Expenditures</u></b> |   |            |                   |                         |                    |                                   |                                    |                  |                  |                  |
| 2025                               | <b>Major Town Projects</b>                    |            |                   | <b>FY 18 Act.</b>       |                    |                                   |                                    |                  |                  |                  |
| 1                                  | Street Lighting Program                       | Open       |                   | (37,065)                | (35,000)           | (126,310)                         |                                    |                  |                  |                  |
| 2                                  | Fisher Ave Streetscape                        | Open       |                   | (25,974)                | (20,000)           | (129,178)                         |                                    |                  |                  |                  |
| 3                                  | Sidewalks                                     | Open       |                   |                         |                    |                                   |                                    |                  |                  |                  |
| 4                                  | GIS System                                    | Open       |                   |                         |                    |                                   |                                    |                  |                  |                  |
| 5                                  | Street Sign Replacement                       | FY18       |                   | (1,220)                 | (4,885)            |                                   |                                    |                  |                  |                  |
| 6                                  | Whalen Wall Rebuild                           | FY18       |                   | (22,486)                |                    |                                   |                                    |                  |                  |                  |
| 7                                  | PHS Investment Fund                           | Open       |                   |                         | (85,000)           |                                   |                                    |                  |                  |                  |
|                                    | <b>Total Expenditures</b>                     |            |                   | <b>(\$86,745)</b>       | <b>(\$144,885)</b> | <b>(\$255,488)</b>                | <b>\$0</b>                         | <b>\$0</b>       | <b>\$0</b>       | <b>\$0</b>       |
| 2025                               | <b>Account Balance by Year</b>                |            |                   | <b>\$130,531</b>        | <b>\$185,499</b>   | <b>\$25,011</b>                   | <b>\$150,011</b>                   | <b>\$295,011</b> | <b>\$460,011</b> | <b>\$625,011</b> |

**Notes**

**Shading key in Table: FY 18 Expenditures/Closed Projects**

**Budgeting, Planned Expenditures for this Budget Year**

*The indicated funding balances for closed/completed projects are transferred to ti*

**2025 The Major Town Project Account covers new Capital Improvement Projects aimed at improving the Town's infrastructure.**

- 1 Street Lighting Program as reported in the Parks & Streets Board LED replacement program recommendations.
- 2 Improvements along Fisher Avenue, including crosswalks, improved intersections, sidewalks, signage, banners and streetlights. FY 13-14 improvements include new signage and crosswalks, streetlights and banners fronting Whalen Commons.
- 3 Replacement and new sidewalks throughout Town in accordance with the Parks & Streets Board's recommendation.
- 4 GIS mapping of Town utilities and infrastructure.
- 5 Replacement of existing street signs throughout Town.
- 6 Rebuild of the stone wall on Whalen Commons
- 7 Funding for consultants, reports or other outreach to develop the PHS multi-use facility concept plan.

# THE TOWN OF POOLESVILLE

## FY 2020 Budget

### GENERAL FUND - CAPITAL PROJECTS

Adopted May 20, 2019

Printed: 21-May-19

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|------------------------------------|--|------------|-------------------|-------------------------|--------------------|-------------------|------------------------------------|------------------|------------------|------------------|
|                                    |  |            |                   |                         |                    |                   | FY 21                              | FY 22            | FY 23            | FY 24            |
| <b><i>Project Funding</i></b>      |  |            |                   |                         |                    |                   |                                    |                  |                  |                  |
| 2035                               | <b>Park Projects</b>                   |            |                   |                         |                    |                   |                                    |                  |                  |                  |
|                                    | Carry-over funds: Completed Projects   |            |                   | 31,826                  |                    |                   |                                    |                  |                  |                  |
|                                    | Carry-Over Funds allocated to projects |            |                   |                         | (30,000)           |                   |                                    |                  |                  |                  |
| 1                                  | Park Equipment Replacement             | Open       |                   | 40,000                  | 20,000             | 20,000            | 20,000                             | 20,000           | 20,000           | 20,000           |
| 2                                  | Replace Whalen Pathway                 | FY18       | 85,000            | 81,182                  |                    |                   |                                    |                  |                  |                  |
|                                    | <b>Budget Amendment 2/20/18</b>        |            |                   |                         |                    |                   |                                    |                  |                  |                  |
| 3                                  | Replace Deck TAMA Trail Bridge         | FY18       | 10,000            | 10,000                  |                    |                   |                                    |                  |                  |                  |
| 4                                  | Paint Concession Stand                 | FY18       | 5,000             | 4,605                   |                    |                   |                                    |                  |                  |                  |
| 5                                  | Halmos Park Tennis Lights              | FY18       | 2,500             | 1,293                   |                    |                   |                                    |                  |                  |                  |
| 6                                  | Campbell Park                          | FY19       | 70,000            |                         |                    | 30,000            |                                    |                  |                  |                  |
|                                    | <b>Reforestation Fees</b>              |            |                   |                         |                    | 40,000            |                                    |                  |                  |                  |
| 7                                  | Behrend Park                           | FY19       | 85,000            |                         |                    |                   |                                    |                  |                  |                  |
|                                    | <b>Parks and Playground Grant</b>      |            |                   | 80,000                  | 5,000              |                   |                                    |                  |                  |                  |
|                                    | <b>Use of Impact Fees</b>              |            |                   |                         | 5,000              |                   |                                    |                  |                  |                  |
| 8                                  | West Willard Fence Repl.               | FY20       |                   |                         |                    | 5,500             |                                    |                  |                  |                  |
| 9                                  | Elgin Park Drainage                    | FY20       |                   |                         |                    | 10,000            |                                    |                  |                  |                  |
| 10                                 | Repl. Halmos Restrooms                 | FY30       | 130,000           |                         |                    | 10,000            | 10,000                             | 10,000           | 10,000           | 10,000           |
|                                    | <b>Total Funding Allocations</b>       |            | <b>\$387,500</b>  | <b>\$269,406</b>        | <b>\$70,000</b>    | <b>\$45,500</b>   | <b>\$30,000</b>                    | <b>\$30,000</b>  | <b>\$30,000</b>  | <b>\$30,000</b>  |
| <b><i>Project Expenditures</i></b> |  |            |                   |                         |                    |                   |                                    |                  |                  |                  |
| 2035                               | <b>Parks and Recreation</b>            |            |                   | <b>FY 18 Act.</b>       |                    |                   |                                    |                  |                  |                  |
| 1                                  | Park Equipment Replacement             | Open       |                   | (4,864)                 |                    |                   |                                    |                  |                  |                  |
| 2                                  | Replace Whalen Pathway                 | FY18       |                   | (91,951)                | (9,731)            |                   |                                    |                  |                  |                  |
| 3                                  | Replace Deck TAMA Trail Bridge         | FY18       |                   | (9,675)                 |                    |                   |                                    |                  |                  |                  |
| 4                                  | Paint Concession Stand                 | FY18       |                   | (4,605)                 |                    |                   |                                    |                  |                  |                  |
| 5                                  | Halmos Park Tennis Lights              | FY18       |                   | (1,293)                 |                    |                   |                                    |                  |                  |                  |
| 6                                  | Campbell Park                          | FY19       |                   |                         | (70,000)           |                   |                                    |                  |                  |                  |
| 7                                  | Behrend Park                           | FY19       |                   |                         | (90,000)           |                   |                                    |                  |                  |                  |
| 8                                  | West Willard Fence Repl.               | FY20       |                   |                         |                    | (5,500)           |                                    |                  |                  |                  |
| 9                                  | Elgin Park Drainage                    | FY20       |                   |                         |                    | (10,000)          |                                    |                  |                  |                  |
| 10                                 | Repl. Halmos Restrooms                 | FY30       |                   |                         |                    |                   |                                    |                  |                  |                  |
|                                    | <b>Total Expenditures</b>              |            |                   | <b>(\$112,388)</b>      | <b>(\$169,731)</b> | <b>(\$15,500)</b> | <b>\$0</b>                         | <b>\$0</b>       | <b>\$0</b>       | <b>\$0</b>       |
| 2035                               | <b>Account Balance by Year</b>         |            |                   | <b>\$157,018</b>        | <b>\$57,287</b>    | <b>\$87,287</b>   | <b>\$117,287</b>                   | <b>\$147,287</b> | <b>\$177,287</b> | <b>\$207,287</b> |

| Notes   |              |  |                   |
|---|--------------|--|-------------------|
| Shading key in Table: FY 18 Expenditures/Closed Projects  |              | Budgeting, Planned Expenditures for this Budget Year |                   |
| <p>The indicated funding balances for closed/completed projects are transferred to the Carry-Over Funds in the year following closure.</p>  |              |  |                   |
| <p>1 Park replacement will occur as part of the Parks Board's replacement recommendations. Park tot lot equipment is on a 20-year replacement cycle per the following schedule:</p> |              |  |                   |
| <b>Park</b>   | <b>Built</b> | <b>Cost</b>  | <b>REPL. Year</b> |
| Bodmer Park   | 2004         | \$150,000  | 2024              |
| Halmos Tot Lot  | 2005         | \$50,000   | 2025              |
| Brooks Park   | 2007         | \$110,000  | 2027              |
| Wootton Heights Tot Lot   | 2010         | \$60,000   | 2030              |
| <p>2 Replace existing asphalt walkway with concrete walkway</p>   |              |  |                   |
| <p>3 Replacement of aging wood deck on boardwalk between TAMA and Wood of TAMA</p>  |              |  |                   |
| <p>4 Repainting inside and out of Steven's Park concession stand.</p>   |              |  |                   |
| <p>5 Replacement of existing lights and components with LED fixtures.</p>   |              |  |                   |
| <p>6 Design and implement a tree arboretum and pollinator beds with pathways</p>  |              |  |                   |
| <p>7 The installation of a new tot lot at phase II of Brightwell Crossing.</p>  |              |  |                   |
| <p>8 Replacement of the existing fence around the West Willard Soccer Field.</p>  |              |  |                   |
| <p>9 Grading and restoration of drainage area.</p>  |              |  |                   |
| <p>10 Full replacement of existing restroom facility.</p>   |              |  |                   |

# THE TOWN OF POOLESVILLE

## FY 2020 Budget

### GENERAL FUND - CAPITAL PROJECTS

Adopted May 20, 2019

Printed: 21-May-19

| Acct No.                               | Item or Description                 | Year To Do | Est. Project Cost  | Prior Bal. + FY 18 Act. | FY 19 Projection   | FY 20 Bgt. Budget | ----- Forward Planning Cycle ----- |                  |                    |                  |
|--|-------------------------------------|------------|--------------------|-------------------------|--------------------|-------------------|------------------------------------|------------------|--------------------|------------------|
|  |                                     |            |                    |                         |                    |                   | FY 21                              | FY 22            | FY 23              | FY 24            |
| <b><u>Project Funding</u></b>          |                                     |            |                    |                         |                    |                   |                                    |                  |                    |                  |
| 2040                                   | <b>Major Street Repair Projects</b> |            |                    | 1,322                   |                    |                   |                                    |                  |                    |                  |
| Carry-over funds: Completed Projects   |                                     |            |                    |                         |                    |                   |                                    |                  |                    |                  |
| Carry-Over Funds allocated to projects |                                     |            |                    |                         |                    |                   |                                    |                  |                    |                  |
| 1                                      | <b>FY 19 Paving Program</b>         |            |                    |                         |                    |                   |                                    |                  |                    |                  |
|  | Hughes Rd (Westerly-Wootton)        | FY19       | 80,000             | 80,000                  |                    |                   |                                    |                  |                    |                  |
|  | Luhn St                             | FY19       | 35,000             | 35,000                  |                    |                   |                                    |                  |                    |                  |
|  | Gott St                             | FY19       | 22,000             | 22,000                  |                    |                   |                                    |                  |                    |                  |
|  | Fletchall                           | FY19       | 55,000             | 55,000                  |                    |                   |                                    |                  |                    |                  |
|  | Tom Fox Ct                          | FY19       | 30,000             | 30,000                  |                    |                   |                                    |                  |                    |                  |
|  | Conlon Ct                           | FY19       | 20,000             | 20,000                  |                    |                   |                                    |                  |                    |                  |
|  | Gray Farm Ct                        | FY19       | 20,000             | 20,000                  |                    |                   |                                    |                  |                    |                  |
|  | Hartz Ct                            | FY19       |                    | 20,000                  |                    |                   |                                    |                  |                    |                  |
|  | Spurrer (Brown - W Willard)         | FY19       | 90,000             | 10,000                  | 80,000             |                   |                                    |                  |                    |                  |
|  | General Custer Way                  | FY19       | 61,000             |                         | 61,000             |                   |                                    |                  |                    |                  |
|  | Norris Rd                           | FY19       | 38,000             |                         | 38,000             |                   |                                    |                  |                    |                  |
|  | Hersperger                          | FY19       | 80,000             |                         | 80,000             |                   |                                    |                  |                    |                  |
|  | Stevens Park Trail System           | FY19       | 40,000             |                         | 40,000             |                   |                                    |                  |                    |                  |
|  | Misc Repairs                        | FY19       | 20,000             |                         | 45,000             |                   |                                    |                  |                    |                  |
| 2                                      | <b>FY21 Paving Program</b>          |            |                    |                         |                    |                   |                                    |                  |                    |                  |
|  | Dr. Walling (Cattail-Brightwell)    | FY21       | 120,000            |                         |                    | 120,000           |                                    |                  |                    |                  |
|  | Selby Ave                           | FY21       | 142,000            |                         |                    | 142,000           |                                    |                  |                    |                  |
|  | Bruner Way                          | FY21       | 78,000             |                         |                    | 60,000            | 20,000                             |                  |                    |                  |
|  | McKernon Way                        | FY21       | 90,000             |                         |                    |                   | 90,000                             |                  |                    |                  |
|  | Hillard Ct                          | FY21       | 25,000             |                         |                    |                   | 25,000                             |                  |                    |                  |
|  | Dr. Moore Ct                        | FY21       | 60,000             |                         |                    |                   | 60,000                             |                  |                    |                  |
|  | Hillard St. (Halmos-cul-de-sac)     | FY21       | 110,000            |                         |                    |                   | 110,000                            |                  |                    |                  |
|  | Koteen Way                          | FY21       | 45,000             |                         |                    |                   | 45,000                             |                  |                    |                  |
|  | Misc Repairs                        | FY21       | 50,000             |                         |                    |                   | 50,000                             |                  |                    |                  |
| 3                                      | Future Roads to be determined       | FY23       | 800,000            |                         |                    |                   |                                    | 400,000          | 400,000            |                  |
| 4                                      | Future Roads to be determined       | FY25       | 850,000            |                         |                    |                   |                                    |                  |                    | 425,000          |
| <b>Total Funding Allocations</b>       |                                     |            | <b>\$2,961,000</b> | <b>\$293,322</b>        | <b>\$344,000</b>   | <b>\$322,000</b>  | <b>\$400,000</b>                   | <b>\$400,000</b> | <b>\$400,000</b>   | <b>\$425,000</b> |
| <b><u>Project Expenditures</u></b>     |                                     |            |                    |                         |                    |                   |                                    |                  |                    |                  |
| 2040                                   | <b>Major Street Repair Projects</b> |            |                    | <b>FY 18 Act.</b>       |                    |                   |                                    |                  |                    |                  |
| 1                                      | FY19 Paving Program                 | FY19       |                    |                         | (616,000)          |                   |                                    |                  |                    |                  |
| 2                                      | FY21 Paving Program                 | FY21       |                    |                         |                    |                   | (722,000)                          |                  |                    |                  |
| 3                                      | Future Roads                        | FY23       |                    |                         |                    |                   |                                    |                  | (800,000)          |                  |
| 4                                      | Future Roads                        | FY25       |                    |                         |                    |                   |                                    |                  |                    |                  |
| <b>Total Expenditures</b>              |                                     |            |                    | <b>\$0</b>              | <b>(\$616,000)</b> | <b>\$0</b>        | <b>(\$722,000)</b>                 | <b>\$0</b>       | <b>(\$800,000)</b> | <b>\$0</b>       |
| <b>2040</b>                            | <b>Account Balance by Year</b>      |            |                    | <b>\$293,322</b>        | <b>\$21,322</b>    | <b>\$343,322</b>  | <b>\$21,322</b>                    | <b>\$421,322</b> | <b>\$21,322</b>    | <b>\$446,322</b> |

**Notes**

**Shading key in Table: FY 18 Expenditures/Closed Projects**

**Budgeting, Planned Expenditures for this Budget Year**

The indicated funding balances for closed/completed projects are transferred to the Carry-Over Funds in the year following closure.

**2040 Major Street Repair Projects address the need to maintain, repair and resurface Town streets.**

All Town roads are evaluated and prioritized every two years. Estimates in the out years reflect a 3% annual increase each year.

Speed humps may be added to increase speed awareness in residential areas.

# THE TOWN OF POOLESVILLE

## FY 2020 Budget

### WATER and WASTEWATER FUND SUMMARY

Adopted May 20, 2019

Printed: 21-May-19

| Ref.  <br>Page   | Item or Description                                       | Y/E 06/30/18<br>FY 18 Actual | Y/E 06/30/19<br>FY 19 Budget | Y/E 06/30/19<br>FY 19 Projection | Y/E 06/30/20<br>FY 20 Budget |
|--|---|------------------------------|------------------------------|----------------------------------|------------------------------|
| <b>Water &amp; Wastewater Operating Summary</b>              |   |                              |                              |                                  |                              |
|  | W & WW Revenue  | 1,292,170                    | 1,280,604                    | 1,280,604                        | 1,353,240                    |
|  | Grant from General Funds                                  | 15,300                       | 0                            | 0                                | 0                            |
|  | <b>W &amp; WW Available Funding</b>                       | <b>1,307,470</b>             | <b>1,280,604</b>             | <b>1,280,604</b>                 | <b>1,353,240</b>             |
| <b>Water &amp; Wastewater Expenditures</b>                   |   |                              |                              |                                  |                              |
|  | For W&WW Capital Projects                                 | 0                            | 0                            | 0                                | 0                            |
|  | Operating Expenses  | (1,307,430)                  | (1,331,306)                  | (1,331,306)                      | (1,392,803)                  |
|  | <b>Total: W &amp; WW Expenditures</b>                     | <b>(1,307,430)</b>           | <b>(1,331,306)</b>           | <b>(1,331,306)</b>               | <b>(1,392,803)</b>           |
|  | <b>Net Operating Balance</b>                              | <b>\$40</b>                  | <b>(\$50,702)</b>            | <b>(\$50,702)</b>                | <b>(\$39,563)</b>            |
|  | <b>Unrestricted Funds Carried Forward from Prior Year</b> | <b>28</b>                    | <b>(22,020)</b>              | <b>68</b>                        | <b>(50,634)</b>              |
|  | <b>Closing Balance: Water/Wastewater Funds</b>            | <b>\$68</b>                  | <b>(\$72,722)</b>            | <b>(\$50,634)</b>                | <b>(\$90,197)</b>            |
| <b>Water &amp; Wastewater Funds Capital Projects Summary</b> |   |                              |                              |                                  |                              |
|  | <b>Funding Balance Carried Forward from Prior Year</b>    | <b>\$1,375,059</b>           | <b>\$1,295,866</b>           | <b>\$1,448,945</b>               | <b>\$821,762</b>             |
|  | Funding from W & WW Revenues                              | 0                            | 0                            | 0                                | 0                            |
|  | Funding Granted by Genl Funds                             | 373,500                      | 462,122                      | 480,122                          | 479,000                      |
|  | Funding from Impact Fees                                  |                              | 0                            |                                  | 600,000                      |
|  | Prior Balance - Impact Fees                               |                              |                              |                                  |                              |
|  | Transfers from Restricted Funds                           |                              | 0                            | 0                                | 0                            |
|  | Internal transfers  | 36,000                       | 60,000                       | 245,000                          | 0                            |
|  | Funding from MD Grants, Others                            | 0                            | 249,760                      | 249,760                          | 0                            |
|  | <b>Available for Capital Projects</b>                     | <b>\$1,784,559</b>           | <b>\$2,067,748</b>           | <b>\$2,423,827</b>               | <b>\$1,900,762</b>           |
|  | Capital Projects Expenditures                             | (335,614)                    | (1,103,260)                  | (1,602,065)                      | (770,000)                    |
|  | <b>Closing Balance: Funding for Capital Projects</b>      | <b>\$1,448,945</b>           | <b>\$964,488</b>             | <b>\$821,762</b>                 | <b>\$1,130,762</b>           |

**Notes**

- [1] The Water and Wastewater Fund Summary is divided into two parts:
- \* The upper section presents the status of the Operating Account, including yearly revenue, allocations for Capital Projects, the Annual Operating Balance, Unrestricted Funds carried forward, and finally, the Unrestricted Funds Close-Out Balance for the year. Note that the Water and Wastewater Fund Capital Projects are funded by the General Fund, as W&WW revenues are used to cover the Operating Expenses.
  - \* The lower section summarizes the activity in the Water & Wastewater Fund Capital Projects Account, including funds carried forward, new funding from the Operating Account, and funding from other sources (including Granted General Funds), all summarized in the total funds available for Water & Wastewater Capital Projects. Actual or Planned Capital Spending is shown, ending in the Funding Balance for Capital Projects.
  - \* In an effort to maintain the Water and Wastewater funds as an Enterprise Fund, rates will be raised to fund these operations. As always a critical eye is on spending. However, many of the costs associated with the operations, such as electricity, chemicals and fuel are fixed and are reduced or maintained as much as possible. Over the past years, grants have been received for the installation of variable drive motor controllers and lighting upgrades to reduce electrical demands.

# THE TOWN OF POOLESVILLE

## FY 2020 Budget

### WATER and WASTEWATER FUND REVENUE SUMMARY

Adopted May 20, 2019

Printed: 21-May-19

| Acct No.   | Account Name                        | Y/E 06/30/18<br>FY 18 Actual | Y/E 06/30/19<br>FY 19 Budget | Y/E 06/30/19<br>FY 19 Projection | Y/E 06/30/20<br>FY 20 Budget |
|--|-------------------------------------|------------------------------|------------------------------|----------------------------------|------------------------------|
| <b><u>Water &amp; Wastewater Revenue</u></b>             |                                     |                              |                              |                                  |                              |
| 411.1  | User Charges                        | 1,202,251                    | 1,210,604                    | 1,210,604                        | 1,283,240                    |
|  | MDE Operations Grant                | 0                            | 0                            | 0                                | 0                            |
| 505  | Interest Income (510 & 515 )        | 15,602                       | 10,000                       | 10,000                           | 10,000                       |
| 590  | WSSC & Contractor Fees              | 51,749                       | 40,000                       | 40,000                           | 40,000                       |
| 590B   | Bay Fund Admin Fee                  | 7,168                        | 5,000                        | 5,000                            | 5,000                        |
| 595  | Tap Fees                            | 15,400                       | 15,000                       | 15,000                           | 15,000                       |
| <b>Sub-total: Water &amp; Wastewater Revenue</b>         |                                     | <b>\$1,292,170</b>           | <b>\$1,280,604</b>           | <b>\$1,280,604</b>               | <b>\$1,353,240</b>           |
| <b><u>Water &amp; Wastewater Internal Support</u></b>    |                                     |                              |                              |                                  |                              |
|  | Grant from Unrestricted Gen'l Funds | 15,300                       | 0                            | 0                                | 0                            |
| <b>Sub-total: Water and Wastewater Available Funding</b> |                                     | <b>\$1,307,470</b>           | <b>\$1,280,604</b>           | <b>\$1,280,604</b>               | <b>\$1,353,240</b>           |
| <b><u>Impact Fee Revenue</u></b>                         |                                     |                              |                              |                                  |                              |
| 597.1  | Water System                        | 124,216                      | 99,830                       | 99,830                           | 99,830                       |
| 597.2  | Wastewater System                   | 77,635                       | 62,400                       | 62,400                           | 62,400                       |
| <b>Sub-total: Impact Fee Revenue</b>                     |                                     | <b>\$201,851</b>             | <b>\$162,230</b>             | <b>\$162,230</b>                 | <b>\$162,230</b>             |
| <b><u>Grants and Designated Funding</u></b>              |                                     |                              |                              |                                  |                              |
| A  | Connection Fees                     | 0                            | 0                            | 0                                | 0                            |
| B  | Internal Transfers                  | 0                            | 0                            | 0                                | 0                            |
| C  | MDE WWTP ENR Refinement Grant       | 0                            | 249,760                      | 249,760                          | 0                            |
| <b>Sub-total: Grants and Designated Funding</b>          |                                     | <b>\$0</b>                   | <b>\$249,760</b>             | <b>\$249,760</b>                 | <b>\$0</b>                   |
| <b><u>Restricted Revenue</u></b>                         |                                     |                              |                              |                                  |                              |
| 598  | Chesapeake Bay Restoration Fund     | 0                            | 0                            | 0                                | 0                            |
| <b>Sub-total: Restricted Revenue</b>                     |                                     | <b>\$0</b>                   | <b>\$0</b>                   | <b>\$0</b>                       | <b>\$0</b>                   |
| <b>Total: Water &amp; Wastewater Fund Revenue</b>        |                                     | <b>\$1,509,321</b>           | <b>\$1,692,594</b>           | <b>\$1,692,594</b>               | <b>\$1,515,470</b>           |

**Account Descriptions**

411 Adopted FY2020  
Gallon Tiers                      Structured Rate System Per 1,000 Gallons  
 0 - 30,000                              \$11.25  
 30,001 - 40,000                        \$15.50  
 40,001 - 50,000                        \$16.70  
 50,001 - up                                \$17.51

Water Only Hydrant Use - \$8.48/1,000 Gal

505 Interest income for funds in the County Investment Fund.  
 590 Revenue generated from contractor/hydrant use and WSSC.  
 595 Paid by new users to the water and wastewater system  
 598 This fee is collected by the Town for the State (See page 2 for details)



# THE TOWN OF POOLESVILLE

## FY 2020 Budget

### WATER and WASTEWATER FUND EXPENSE DETAILS

Adopted May 20, 2019

Printed: 21-May-19

| Acct No.      | Account Name                              | Y/E 06/30/18<br>FY 18 Actual | Y/E 06/30/19<br>FY 19 Budget | Y/E 06/30/19<br>FY 19 Projection | Y/E 06/30/20<br>FY 20 Budget |
|---------------|---|------------------------------|------------------------------|----------------------------------|------------------------------|
| <b>700</b>    | <b>Wastewater Operations</b>              |                              |                              |                                  |                              |
| 701           | Sludge Hauling                            | 122,563                      | 115,000                      | 115,000                          | 120,000                      |
| 702           | Outside Laboratory Services               | 50,672                       | 50,000                       | 50,000                           | 50,000                       |
| 703           | Electricity                               | 116,362                      | 115,000                      | 115,000                          | 117,000                      |
| 705           | Chemicals                                 | 72,399                       | 75,000                       | 75,000                           | 70,000                       |
| 707           | Building Maintenance                      | 1,091                        | 1,200                        | 1,200                            | 1,200                        |
| 708           | Laboratory Expenses                       | 6,670                        | 5,000                        | 5,000                            | 5,000                        |
| 709           | Small Tools                               | 355                          | 500                          | 500                              | 500                          |
| 710           | WWTP Repair & Maintenance                 | 25,673                       | 32,000                       | 32,000                           | 30,000                       |
| 711           | Ultra Violet Bulb Maintenance             | 4,466                        | 8,000                        | 8,000                            | 0                            |
| 712           | Sewer Repair and Maintenance              | 19,672                       | 20,000                       | 20,000                           | 15,000                       |
| <b>Total:</b> | <b>Acct 700 Wastewater Operations</b>     | <b><u>\$419,923</u></b>      | <b><u>\$421,700</u></b>      | <b><u>\$421,700</u></b>          | <b><u>\$408,700</u></b>      |
| <b>750</b>    | <b>Wastewater Administration</b>          |                              |                              |                                  |                              |
| 755           | Alloc: Staff Salary Burden from GF755     | 305,224                      | 317,818                      | 317,818                          | 345,581                      |
| 757           | Alloc: Admin Sal'y Burden from GF760      | 11,937                       | 11,827                       | 11,827                           | 12,318                       |
| 761           | Personnel Uniforms and Training           | 6,836                        | 8,950                        | 8,950                            | 8,950                        |
| 763           | Accounting Services                       | 4,000                        | 4,000                        | 4,000                            | 4,000                        |
| 771           | Office Supplies                           | 1,318                        | 1,275                        | 1,275                            | 1,275                        |
| 773           | Telephone                                 | 7,115                        | 6,600                        | 6,600                            | 6,600                        |
| 775           | Property Insurance                        | 9,820                        | 10,500                       | 10,500                           | 10,500                       |
| 781           | Truck Insurance                           | 333                          | 560                          | 560                              | 560                          |
| 783           | Truck Operations                          | 748                          | 1,000                        | 1,000                            | 1,000                        |
| <b>Total:</b> | <b>Acct 750 Wastewater Administration</b> | <b><u>\$347,331</u></b>      | <b><u>\$362,530</u></b>      | <b><u>\$362,530</u></b>          | <b><u>\$390,784</u></b>      |

**Account Descriptions**

**The Major Account Group 700 covers all direct expenses associated with the administration, operation and maintenance of the Wastewater System, including outside contracts, utility costs, water and sewer supplies, and maintenance and repair costs.**

- 701 This account pays for the sludge hauling to landfills and periodic permit sludge testing.
- 702 This account covers sample analysis from outside labs.
- 703 This account covers the electricity of the whole compound, and 7 sewerage pumping stations are included in this account.
- 705 This account is for chemicals used in the treatment of the wastewater.
- 707 This account is for minor building maintenance.
- 708 This account covers in house lab testing supplies and minor test equipment.
- 709 This account covers small tools specific to wastewater system work.
- 710 This account covers parts and direct costs associated with maintaining the Wastewater Treatment Plant.
- 711 This account funds the annual replacement of the ultra violet disinfection lamps.
- 712 This account covers minor repairs and general maintenance of the sewer piping systems and various pump stations.
- 755 This account covers salaries for field staff.
- 757 This account pays for the portion attributed for office staff.
- 761 This account pays for employee uniforms, t-shirts, sweatshirts and safety boots.
- 763 This account pay a portion of the accounting fees.
- 765 This account pays for legal fees connected with the system.
- 771 This account pays for office supplies connected with the system.
- 773 This pays for phone bills connected with the system.
- 775 This account pays for wastewater properties, such as the plant and pump stations.
- 781 This account covers a proportionate share of the total cost.
- 783 This account pays a proportionate share of truck operations.

**The Major Account Group 750 covers all direct expenses associated with the administration of the Wastewater System, including full salary burden, personnel costs, office operation, all insurance, and truck operations.**

# THE TOWN OF POOLESVILLE

## FY 2020 Budget

### WATER and WASTEWATER FUND EXPENSE DETAILS

Adopted May 20, 2019

Printed: 21-May-19

| Acct No.                                    | Account Name                          | Y/E 06/30/18<br>FY 18 Actual | Y/E 06/30/19<br>FY 19 Budget | Y/E 06/30/19<br>FY 19 Projection | Y/E 06/30/20<br>FY 20 Budget |
|---|---------------------------------------|------------------------------|------------------------------|----------------------------------|------------------------------|
| <b>800</b>                                  | <b>Water Operations</b>               |                              |                              |                                  |                              |
| 801   | Lab Supplies / Testing                | 17,302                       | 23,500                       | 23,500                           | 23,500                       |
| 802   | Building Supplies                     | 345                          | 500                          | 500                              | 500                          |
| 805   | Electricity                           | 85,731                       | 75,000                       | 75,000                           | 83,000                       |
| 806   | Chemicals                             | 2,017                        | 3,000                        | 3,000                            | 3,000                        |
| 807   | Water Repair and Maintenance          | 19,424                       | 24,000                       | 24,000                           | 22,000                       |
| 809   | Small Tools                           | 687                          | 1,500                        | 1,500                            | 1,500                        |
| <b>Total: Acct 800 Water Operations</b>     |                                       | <b><u>\$125,506</u></b>      | <b><u>\$127,500</u></b>      | <b><u>\$127,500</u></b>          | <b><u>\$133,500</u></b>      |
| <b>850</b>                                  | <b>Water Administration</b>           |                              |                              |                                  |                              |
| 855   | Alloc: Staff Salary Burden from GF755 | 305,224                      | 317,818                      | 317,818                          | 345,581                      |
| 857   | Alloc: Admin Sal'y Burden from GF765  | 53,929                       | 42,058                       | 42,058                           | 54,538                       |
| 859   | Bonding                               | 100                          | 150                          | 150                              | 150                          |
| 861   | Personnel Uniforms and Training       | 7,133                        | 10,800                       | 10,800                           | 10,800                       |
| 863   | Accounting Services                   | 4,000                        | 4,000                        | 4,000                            | 4,000                        |
| 871   | Office and Billing Supplies           | 21,799                       | 24,000                       | 24,000                           | 24,000                       |
| 873   | Telephone                             | 3,147                        | 3,550                        | 3,550                            | 3,550                        |
| 875   | Property Insurance                    | 6,011                        | 6,000                        | 6,000                            | 6,000                        |
| 881   | Truck Insurance                       | 1,160                        | 1,200                        | 1,200                            | 1,200                        |
| 883   | Truck Operations                      | 12,167                       | 10,000                       | 10,000                           | 10,000                       |
| <b>Total: Acct 850 Water Administration</b> |                                       | <b><u>\$414,670</u></b>      | <b><u>\$419,576</u></b>      | <b><u>\$419,576</u></b>          | <b><u>\$459,819</u></b>      |

**Account Descriptions**

**The Major Account Group 800 covers all direct expenses associated with operation and maintenance of the Town's water system.**

- 801 This account covers the costs of all laboratory supplies and expenses, and test equipment, for the Town's municipal water system.
- 802 This account covers the cost of all consumable supplies and replenishable hardware supplies for the Water & Wastewater systems.
- 805 Electricity consumed at the various well sites (11).
- 806 The chlorine added to the municipal water supply is included in this account.
- 807 Included in this account is the cost of minor repairs and maintenance to the water system, as accomplished by Town staff.
- 809 This account covers small tools specific to water system work.

**The Major Account Group 850 covers all direct expenses associated with the administration of the Water System, including full salary burden, personnel costs, office operation, all insurance, and truck operations. Acct descriptions are similar for 750's and 850's.**

- 855 General Fund Account 755 allocates the total salary burden for Water/Wastewater employees, which is then included here.
- 857 Likewise, the allocated share of Town Hall staff is calculated in GF Accts 760 & 765 and included here.
- 859 Cost of Bonding for Deputy Clerk who handles water billing and payments received.
- 861 This accounts cover the cost of Town uniforms and training for water employees respectively.
- 863 This account represent the costs for applicable accounting.
- 871 This account cover the costs of office supplies for water dept. functions including water billing costs.
- 873 This account include telephone service, including emergency notification systems, at all well houses.
- 875 This account cover the cost of property insurance for all parts of the water infrastructure.
- 881/883 The cost of truck insurance, gasoline, repairs, parts, etc., is included here for water trucks.

# THE TOWN OF POOLESVILLE

## FY 2020 Budget

### WATER and WASTEWATER FUND - CAPITAL PROJECTS SUMMARY

Adopted May 20, 2019

Printed: 21-May-19

| Acct No.                              | Item or Description  | Year To Do | Est. Project Cost  | Prior Bal. + FY 18 Act. | FY 19 Projection     | FY 20 Bgt. Budget  | ----- Forward Planning Cycle ----- |                    |                    |                    |
|---------------------------------------|--|------------|--------------------|-------------------------|----------------------|--------------------|------------------------------------|--------------------|--------------------|--------------------|
|                                       |  |            |                    |                         |                      |                    | FY 21                              | FY 22              | FY 23              | FY 24              |
| <b><u>Project Funding</u></b>         |  |            |                    |                         |                      |                    |                                    |                    |                    |                    |
| 3130                                  | Water Collection & Distribution                                |            | 2,338,505          | 851,266                 | 345,622              | 740,000            | 130,000                            | 40,000             | 40,000             | 40,000             |
| 3150                                  | Wastewater Systems   |            | 1,005,260          | 315,160                 | 459,760              | 160,000            | 95,000                             | 95,000             | 84,000             | 40,000             |
| 3167                                  | Small Water & Wastewater Equip.                                |            | 105,000            | 133,833                 | 79,500               | 89,000             | 70,000                             | 40,000             | 40,000             | 40,000             |
| 3169                                  | Inflow & Infiltration  |            | 0                  | 431,065                 | 50,000               | 50,000             | 50,000                             | 100,000            | 100,000            | 140,000            |
| 3170                                  | Gen'l. Infrastructure Programs                                 |            | 0                  | 53,236                  | 40,000               | 40,000             | 70,000                             | 225,000            | 260,000            | 285,000            |
| <b>Total Funding Allocations</b>      |  |            | <b>\$3,448,765</b> | <b>\$1,784,560</b>      | <b>\$974,882</b>     | <b>\$1,079,000</b> | <b>\$415,000</b>                   | <b>\$500,000</b>   | <b>\$524,000</b>   | <b>\$545,000</b>   |
| <b><u>Direct Funding</u></b>          |  |            |                    |                         |                      |                    |                                    |                    |                    |                    |
| 3130                                  | Allocation of unrestricted funds                               |            |                    |                         | 215,000              |                    |                                    |                    |                    |                    |
| 3130                                  | Impact Fees  |            |                    | 52,571                  |                      | 600,000            |                                    |                    |                    |                    |
| 3150                                  | MDE Grant  |            |                    |                         | 249,760              |                    |                                    |                    |                    |                    |
| 3150                                  | Allocation of unrestricted funds                               |            |                    | 25,000                  | 30,000               |                    |                                    |                    |                    |                    |
| 3167                                  | Allocation of unrestricted funds                               |            |                    | 35,000                  |                      |                    |                                    |                    |                    |                    |
| 3169                                  | Allocation of unrestricted funds                               |            |                    | 175,000                 |                      |                    |                                    |                    |                    |                    |
| <b>Sub-total: Direct Funding</b>      |  |            |                    | <b>\$287,571</b>        | <b>\$494,760</b>     | <b>\$600,000</b>   | <b>\$0</b>                         | <b>\$0</b>         | <b>\$0</b>         | <b>\$0</b>         |
| <b>3000</b>                           | <b>Funding by Gen'l Fund Grant [Total less Direct Funding]</b> |            |                    | <b>\$1,496,989</b>      | <b>\$480,122</b>     | <b>\$479,000</b>   | <b>\$415,000</b>                   | <b>\$500,000</b>   | <b>\$524,000</b>   | <b>\$545,000</b>   |
| <b><u>Project Expenditures</u></b>    |  |            |                    |                         |                      |                    |                                    |                    |                    |                    |
|                                       |  |            |                    | <b>FY 18 Act.</b>       |                      |                    |                                    |                    |                    |                    |
| 3130                                  | Water Collection & Distribution                                |            |                    | (44,581)                | (951,361)            | (600,000)          | (350,000)                          | 0                  | 0                  | (100,000)          |
| 3150                                  | Wastewater Systems   |            |                    | (112,791)               | (559,374)            | (137,500)          | (68,000)                           | (25,000)           | (38,000)           | (90,000)           |
| 3167                                  | Small Water & Wastewater Equip.                                |            |                    | (95,046)                | (56,830)             | (32,500)           | (75,000)                           | 0                  | 0                  | 0                  |
| 3169                                  | Inflow & Infiltration  |            |                    | (83,196)                | 0                    | 0                  | 0                                  | 0                  | 0                  | 0                  |
| 3170                                  | Gen'l. Infrastructure Programs                                 |            |                    | 0                       | (34,500)             | 0                  | 0                                  | 0                  | 0                  | 0                  |
| <b>Total Expenditures</b>             |  |            |                    | <b>(\$335,614)</b>      | <b>(\$1,602,065)</b> | <b>(\$770,000)</b> | <b>(\$493,000)</b>                 | <b>(\$25,000)</b>  | <b>(\$38,000)</b>  | <b>(\$190,000)</b> |
| <b><u>Account Balance by Year</u></b> |  |            |                    |                         |                      |                    |                                    |                    |                    |                    |
| 3130                                  | Water Collection & Distribution                                |            |                    | 806,685                 | 200,946              | 340,946            | 120,946                            | 160,946            | 200,946            | 140,946            |
| 3150                                  | Wastewater Systems   |            |                    | 202,369                 | 102,755              | 125,255            | 152,255                            | 222,255            | 268,255            | 218,255            |
| 3167                                  | Small Water & Wastewater Equip.                                |            |                    | 38,787                  | 61,457               | 117,957            | 112,957                            | 152,957            | 192,957            | 232,957            |
| 3169                                  | Inflow & Infiltration  |            |                    | 347,869                 | 397,869              | 447,869            | 497,869                            | 597,869            | 697,869            | 837,869            |
| 3170                                  | Gen'l. Infrastructure Programs                                 |            |                    | 53,236                  | 58,736               | 98,736             | 168,736                            | 393,736            | 653,736            | 938,736            |
| <b>Available For Capital Projects</b> |  |            |                    | <b>\$1,448,946</b>      | <b>\$821,763</b>     | <b>\$1,130,763</b> | <b>\$1,052,763</b>                 | <b>\$1,527,763</b> | <b>\$2,013,763</b> | <b>\$2,368,763</b> |

**Notes**

[1] This page summarizes the five Capital Projects accounts associated with Water & Wastewater Fund capital expenditures. The summary is divided into three sections as follows:

- \* The top part of the page summarizes the costs of the various projects and the overall funding streams developed to implement those projects. Also included in the top section is a summary of all special funding available to augment the regular Funding Grant from the General Fund. The bottom line in the top section, Acct. 3000, subtracts the special funding and identifies the Net Amount which has been, or will be, funded by means of a Capital Projects Grant from the General Fund Revenues.
- \* The middle part of the page summarizes the programmed expenditures of the funds to accomplish the various capital projects.
- \* The bottom part of the page reflect the remaining balances in each of the accounts at the end of each Fiscal Year.

[2] See the following Capital Account pages for detailed information.

# THE TOWN OF POOLESVILLE

## FY 2020 Budget

### WATER & WASTEWATER FUND - CAPITAL PROJECTS

Adopted May 20, 2019

Printed: 21-May-19

| Acct No.  | Item or Description                | Year To Do | Est. Project Cost  | Prior Bal. + FY 18 Act. | FY 19 Projection   | FY 20 Bgt. Budget  | ----- Forward Planning Cycle ----- |                  |                  |                    |
|---|------------------------------------|------------|--------------------|-------------------------|--------------------|--------------------|------------------------------------|------------------|------------------|--------------------|
|   |                                    |            |                    |                         |                    |                    | FY 21                              | FY 22            | FY 23            | FY 24              |
| <b>Project Funding</b>  |                                    |            |                    |                         |                    |                    |                                    |                  |                  |                    |
| 3130  | Water Collection & Distribution    |            |                    | 10,106                  |                    |                    |                                    |                  |                  |                    |
| Carry-over funds: Completed Projects  |                                    |            |                    |                         |                    |                    |                                    |                  |                  |                    |
| Carry-Over Funds allocated to projects  |                                    |            |                    |                         |                    |                    |                                    |                  |                  |                    |
| 1   | <b>Equip Replace/Major Rebuild</b> | open       |                    | 33,859                  | 20,000             | 20,000             | 20,000                             | 20,000           | 20,000           | 20,000             |
| a   | Well #8 Pump Replace               | FY18       | 15,285             |                         |                    |                    |                                    |                  |                  |                    |
| b   | Well #12 Transducer                | FY19       | 2,200              |                         |                    |                    |                                    |                  |                  |                    |
| c   | Well #9 Aromix Unit                | FY19       | 4,420              |                         |                    |                    |                                    |                  |                  |                    |
| d   | Well #8 Booster VFD                | FY19       | 1,600              |                         |                    |                    |                                    |                  |                  |                    |
| 2   | Water Valve Repl                   | open       |                    | 45,000                  | 20,000             |                    |                                    |                  |                  |                    |
| 3   | Well Implementation                | Annl.      |                    | 3,271                   |                    |                    |                                    |                  |                  |                    |
| 4   | Well 11 (Rabanales)                | FY19       | 610,000            | 545,918                 | 10,622             |                    |                                    |                  |                  |                    |
| <b>Budget Amendment 10/15/2018</b>  |                                    |            |                    |                         | <b>185,000</b>     |                    |                                    |                  |                  |                    |
| 5   | Alpha Media                        | Open       |                    | 43,000                  | 30,000             | 20,000             | 20,000                             | 20,000           | 20,000           | 20,000             |
| <b>Allocation of Unrestricted Reserves</b>  |                                    |            |                    |                         | <b>30,000</b>      |                    |                                    |                  |                  |                    |
| 6   | Well Component Rehab. 2,3 &5       | FY19       | 30,000             | 7,541                   |                    |                    |                                    |                  |                  |                    |
| 7   | Repaint Ext. 500K Gal. Tank        | FY21       | 350,000            | 110,000                 | 50,000             | 100,000            | 90,000                             |                  |                  |                    |
| <b>The following projects are listed in the Master Plan Impact Fee Schedule and will be funded through impact fees.</b> |                                    |            |                    |                         |                    |                    |                                    |                  |                  |                    |
| 8   | Well 14 (Westerly/Jamison)         | Open       | 525,000            |                         |                    |                    |                                    |                  |                  |                    |
| <b>Use of Impact Fees</b>   |                                    |            |                    | <b>52,571</b>           |                    | <b>600,000</b>     |                                    |                  |                  |                    |
| 9   | Well 15 (Cattail/Jamison)          | Open       | 800,000            |                         |                    |                    |                                    |                  |                  |                    |
| <b>Total Funding Allocations</b>  |                                    |            | <b>\$2,338,505</b> | <b>\$851,266</b>        | <b>\$345,622</b>   | <b>\$740,000</b>   | <b>\$130,000</b>                   | <b>\$40,000</b>  | <b>\$40,000</b>  | <b>\$40,000</b>    |
| <b>Project Expenditures</b>   |                                    |            |                    |                         |                    |                    |                                    |                  |                  |                    |
| 3130  | Water Collection & Distribution    |            |                    | <b>FY 18 Act.</b>       |                    |                    |                                    |                  |                  |                    |
| 1   | <b>Equip Replace/Major Rebuild</b> |            |                    |                         |                    |                    |                                    |                  |                  |                    |
| a   | Well #8 Pump Replace               | FY18       |                    | (15,285)                |                    |                    |                                    |                  |                  |                    |
| b   | Well #12 Transducer                | FY19       |                    |                         | (2,203)            |                    |                                    |                  |                  |                    |
| c   | Well #9 Aromix Unit                | FY19       |                    |                         | (4,420)            |                    |                                    |                  |                  |                    |
| d   | Well #8 Booster VFD                | FY19       |                    |                         | (1,608)            |                    |                                    |                  |                  |                    |
| 2   | Water Valve Repl                   | Open       |                    | (796)                   | (64,204)           |                    |                                    |                  |                  |                    |
| 3   | Well Implementation                | Annl.      |                    | (1,189)                 | (1,584)            |                    |                                    |                  |                  |                    |
| 4   | Well 11 (Rabanales)                | FY19       |                    | (26,875)                | (714,665)          |                    |                                    |                  |                  |                    |
| 5   | Alpha Media                        | Open       |                    |                         | (103,000)          |                    |                                    |                  |                  | (100,000)          |
| 6   | Well Component Rehab. 2,3 &5       | FY19       |                    | (436)                   | (7,105)            |                    |                                    |                  |                  |                    |
| 7   | Repaint Ext. 500K Gal. Tank        | FY21       |                    |                         |                    |                    | (350,000)                          |                  |                  |                    |
| 8   | Well 14 (Westerly/Jamison)         | Open       |                    |                         | (52,571)           | (600,000)          |                                    |                  |                  |                    |
| 9   | Well 15 (Cattail/Jamison)          | Open       |                    |                         |                    |                    |                                    |                  |                  |                    |
| <b>Total Expenditures</b>   |                                    |            |                    | <b>(\$44,581)</b>       | <b>(\$951,361)</b> | <b>(\$600,000)</b> | <b>(\$350,000)</b>                 | <b>\$0</b>       | <b>\$0</b>       | <b>(\$100,000)</b> |
| 3130  | <b>Account Balance by Year</b>     |            |                    | <b>\$806,685</b>        | <b>\$200,946</b>   | <b>\$340,946</b>   | <b>\$120,946</b>                   | <b>\$160,946</b> | <b>\$200,946</b> | <b>\$140,946</b>   |

**Notes**

**Shading key in Table: FY 18 Expenditures/Closed Projects**

**Budgeting, Planned Expenditures for this Budget Year**

The indicated funding balances for closed/completed projects are transferred to the Carry-Over Funds in the year following closure.

**3130 This account covers all aspects of expanding and improving the Town's water collection and distribution system.**

- 1 This category provides for the replacement or major rebuild of pumps and major components.
- 2 This project provides for the replacement of old and poorly operating water main valves.
- 3 Well implementation includes final permitting and ongoing monitoring required by MDE.
- 4 This well will provide redundancy and back-up to the other wells in the Horsepen Branch watershed.
- 5 Wells 7, 9 & 10 treatment system media is replaced on a five-year cycle.
- 6 Replacement of valves and components.
- 7 Recoating the exterior of the 500K Water Tank.
- 8 Well Funded through Developer and Impact Fee Funds. Part of the Westerly 7 Subdivision.
- 9 Future well funded by the developers through Impact Fees.

# THE TOWN OF POOLSVILLE

## FY 2020 Budget

### WATER & WASTEWATER FUND - CAPITAL PROJECTS

Adopted May 20, 2019

Printed: 21-May-19

| Acct No.                    | Item or Description                    | Year To Do | Est. Project Cost  | Prior Bal. + FY 18 Act. | FY 19 Projection   | FY 20 Bgt. Budget  | ----- Forward Planning Cycle ----- |                   |                   |                   |
|-----------------------------|--|------------|--------------------|-------------------------|--------------------|--------------------|------------------------------------|-------------------|-------------------|-------------------|
|                             |  |            |                    |                         |                    |                    | FY 21                              | FY 22             | FY 23             | FY 24             |
| <b>Project Funding</b>      |  |            |                    |                         |                    |                    |                                    |                   |                   |                   |
| 3150                        | <b>Wastewater Systems</b>              |            |                    | 8,531                   |                    |                    |                                    |                   |                   |                   |
|                             | Carry-over funds: Completed Projects   |            |                    |                         |                    |                    |                                    |                   |                   |                   |
|                             | Carry-Over Funds allocated to projects |            |                    |                         |                    | (7,500)            |                                    |                   |                   |                   |
| 1                           | Equip Replace/Major Rebuild            | open       |                    | 40,619                  | 40,000             | 40,000             | 40,000                             | 40,000            | 40,000            | 40,000            |
| 2                           | Ultra Violet Lights (WWTP)             | Open       | 8,000              | 12,000                  |                    |                    |                                    |                   |                   | 4,000             |
| 3                           | Alum Feed System                       | FY18       | 40,000             | 39,010                  |                    |                    |                                    |                   |                   |                   |
| 4                           | Hunter's Run Pump Station              | FY18       | 40,000             | 40,000                  |                    |                    |                                    |                   |                   |                   |
| 5                           | Replace Main WWTP Pump #1              | FY18       | 25,000             | 25,000                  |                    |                    |                                    |                   |                   |                   |
| 6                           | WWTP Monitoring System                 | FY18       | 85,000             | 60,000                  |                    |                    |                                    |                   |                   |                   |
|                             | <b>Use of Unrestricted Funds</b>       |            |                    | <b>25,000</b>           |                    |                    |                                    |                   |                   |                   |
| 7                           | U.V. System Rebuild                    | FY19       | 145,000            | 55,000                  | 60,000             |                    |                                    |                   |                   |                   |
|                             | <b>Use of Unrestricted Funds</b>       |            |                    |                         | <b>30,000</b>      |                    |                                    |                   |                   |                   |
| 8                           | Replace Main WWTP Pump #2              | FY19       | 25,000             | 25,000                  |                    |                    |                                    |                   |                   |                   |
| 9                           | WWTP ENR Refinement                    | FY19       | 249,760            |                         |                    |                    |                                    |                   |                   |                   |
|                             | <b>MDE Grant</b>                       |            |                    |                         | <b>249,760</b>     |                    |                                    |                   |                   |                   |
| 10                          | Backwash Pump #1                       | FY20       | 25,000             | 10,000                  |                    | 15,000             |                                    |                   |                   |                   |
| 11                          | Replace Main WWTP Pump #3              | FY20       | 75,000             |                         |                    | 25,000             |                                    |                   |                   |                   |
| 12                          | WWTP Main Station VFD's                | FY20       | 40,000             |                         | 20,000             | 20,000             |                                    |                   |                   |                   |
| 13                          | Update WWTP PLC                        | FY20       | 40,000             |                         | 20,000             | 20,000             |                                    |                   |                   |                   |
| 14                          | WWTP Heaters                           | FY20       | 6,000              |                         |                    | 6,000              |                                    |                   |                   |                   |
| 15                          | WWTP Monitor Screen                    | FY20       | 1,500              |                         |                    | 1,500              |                                    |                   |                   |                   |
| 16                          | Backwash Pump #2                       | FY21       | 25,000             |                         |                    | 10,000             | 15,000                             |                   |                   |                   |
| 17                          | Digester Blower                        | FY21       | 35,000             |                         | 15,000             | 10,000             |                                    |                   |                   |                   |
| 18                          | Sludge Screw Pump                      | FY22       | 20,000             |                         |                    |                    | 10,000                             | 15,000            |                   |                   |
| 19                          | Decant Pump                            | FY23       | 30,000             |                         |                    |                    |                                    | 15,000            | 15,000            |                   |
| 20                          | Paint WWTP                             | FY24       | 90,000             |                         |                    | 20,000             | 20,000                             | 25,000            | 25,000            |                   |
|                             | <b>Total Funding Allocations</b>       |            | <b>\$1,005,260</b> | <b>\$315,160</b>        | <b>\$459,760</b>   | <b>\$160,000</b>   | <b>\$95,000</b>                    | <b>\$95,000</b>   | <b>\$84,000</b>   | <b>\$40,000</b>   |
| <b>Project Expenditures</b> |  |            |                    |                         |                    |                    |                                    |                   |                   |                   |
| 3150                        | <b>Wastewater Systems</b>              |            |                    | -                       |                    |                    |                                    |                   |                   |                   |
| 1                           | Equip Replace/Major Rebuild            | open       |                    |                         |                    |                    |                                    |                   |                   |                   |
| a                           | Fisher Pump Starters                   | FY18       |                    | (5,205)                 |                    |                    |                                    |                   |                   |                   |
| b                           | Rebuild Koteen Pump                    | FY18       |                    | (2,435)                 |                    |                    |                                    |                   |                   |                   |
| c                           | Pump Rebuild Kit                       | FY18       |                    | (5,033)                 |                    |                    |                                    |                   |                   |                   |
| d                           | Blower Replacement                     | FY18       |                    | (9,879)                 |                    |                    |                                    |                   |                   |                   |
| e                           | Solenoid Valves                        | FY18       |                    | (1,010)                 |                    |                    |                                    |                   |                   |                   |
| f                           | Lagoon Blower                          | FY18       |                    | (2,190)                 |                    |                    |                                    |                   |                   |                   |
| g                           | Blower Rebuild                         | FY18       |                    | (2,772)                 |                    |                    |                                    |                   |                   |                   |
| h                           | Rebuild Decant Motor                   | FY18       |                    | (3,682)                 |                    |                    |                                    |                   |                   |                   |
| i                           | Rebuild Seneca Pump                    | FY18       |                    | (4,896)                 |                    |                    |                                    |                   |                   |                   |
| j                           | Submersible Pump                       | FY19       |                    |                         | (441)              |                    |                                    |                   |                   |                   |
| k                           | Decant Pump Starter                    | FY19       |                    |                         | (1,200)            |                    |                                    |                   |                   |                   |
| l                           | Grundfos Belt Press Pump               | FY19       |                    |                         | (2,272)            |                    |                                    |                   |                   |                   |
| m                           | SBR 3 Valve                            | FY19       |                    |                         | (1,150)            |                    |                                    |                   |                   |                   |
| n                           | Suction Plate                          | FY19       |                    |                         | (981)              |                    |                                    |                   |                   |                   |
| o                           | Effluent Valve                         | FY19       |                    |                         | (2,743)            |                    |                                    |                   |                   |                   |
| p                           | 4" Sludge Valve                        | FY19       |                    |                         | (6,256)            |                    |                                    |                   |                   |                   |
| q                           | Fisher Pump Sta. Check Valve           | FY19       |                    |                         | (6,150)            |                    |                                    |                   |                   |                   |
| r                           | Generator Radiator                     | FY19       |                    |                         | (3,431)            |                    |                                    |                   |                   |                   |
| s                           | Stoney Springs Pump                    | FY19       |                    |                         | (1,670)            |                    |                                    |                   |                   |                   |
| 2                           | Ultra Violet Lights (WWTP)             | Open       |                    |                         |                    |                    | (8,000)                            |                   |                   | (8,000)           |
| 3                           | Alum Feed System                       | FY18       |                    |                         | (39,010)           |                    |                                    |                   |                   |                   |
| 4                           | Hunter's Run Pump Station              | FY18       |                    | (30,181)                | (9,819)            |                    |                                    |                   |                   |                   |
| 5                           | Replace Main WWTP Pump #1              | FY18       |                    | (21,357)                | (3,643)            |                    |                                    |                   |                   |                   |
| 6                           | WWTP Monitoring System                 | FY18       |                    |                         | (85,000)           |                    |                                    |                   |                   |                   |
| 7                           | U.V. System Rebuild                    | FY19       |                    |                         | (145,000)          |                    |                                    |                   |                   |                   |
| 8                           | Replace Main WWTP Pump #2              | FY19       |                    |                         | (25,000)           |                    |                                    |                   |                   |                   |
| 9                           | WWTP ENR Refinement                    | FY19       |                    | (24,151)                | (225,609)          |                    |                                    |                   |                   |                   |
| 10                          | Backwash Pumps #1                      | FY19       |                    |                         |                    | (25,000)           |                                    |                   |                   |                   |
| 11                          | Replace Main WWTP Pump #3              | FY20       |                    |                         |                    | (25,000)           |                                    |                   |                   |                   |
| 12                          | WWTP Main Station VFD's                | FY20       |                    |                         |                    | (40,000)           |                                    |                   |                   |                   |
| 13                          | Update WWTP PLC                        | FY20       |                    |                         |                    | (40,000)           |                                    |                   |                   |                   |
| 14                          | WWTP Heaters                           | FY20       |                    |                         |                    | (6,000)            |                                    |                   |                   |                   |
| 15                          | WWTP Monitor Screen                    | FY20       |                    |                         |                    | (1,500)            |                                    |                   |                   |                   |
| 16                          | Backwash Pump #2                       | FY21       |                    |                         |                    |                    | (25,000)                           |                   |                   |                   |
| 17                          | Digester Blower                        | FY21       |                    |                         |                    |                    | (35,000)                           |                   |                   |                   |
| 18                          | Sludge Screw Pump                      | FY22       |                    |                         |                    |                    |                                    | (25,000)          |                   |                   |
| 19                          | Decant Pump                            | FY23       |                    |                         |                    |                    |                                    |                   | (30,000)          |                   |
| 20                          | Paint WWTP                             | FY24       |                    |                         |                    |                    |                                    |                   |                   | (90,000)          |
|                             | <b>Total Expenditures</b>              |            |                    | <b>(\$112,791)</b>      | <b>(\$559,374)</b> | <b>(\$137,500)</b> | <b>(\$68,000)</b>                  | <b>(\$25,000)</b> | <b>(\$38,000)</b> | <b>(\$90,000)</b> |
| 3150                        | <b>Account Balance by Year</b>         |            |                    | <b>\$202,369</b>        | <b>\$102,755</b>   | <b>\$125,255</b>   | <b>\$152,255</b>                   | <b>\$222,255</b>  | <b>\$268,255</b>  | <b>\$218,255</b>  |

**Notes**

**Shading key in Table: FY 18 Expenditures/Closed Projects**

**Budgeting, Planned Expenditures for this Budget Year**

The indicated funding balances for closed/completed projects are transferred to the Carry-Over Funds in the year following closure.

**3150 Includes all major maintenance, modernizations, upgrades and expansions to the sewage collection/treatment/disposal systems.**

|  |   |
|--|---|
| 1 The replacement or major rebuild of pumps and major components     | 11 Replacement pump.                                  |
| 2 Full bulb change-out every other year.                             | 12 Replacement of electronic control equipment.       |
| 3 Chemical application lines for phosphorus removal.                 | 13 Required update of computer and control equipment. |
| 4 Replacement of pumps and valves.                                   | 14 Replacement of original equipment.                 |
| 5 Replacement pump.  | 15 Replacement of original equipment.                 |
| 6 System used to all monitor aspects of operations for process contr | 16 Replacement of original equipment.                 |
| 7 Replacement of WWTP disinfection system.                           | 17 Replacement of air equipment.                      |
| 8 Replacement pump.  | 18 Replacement of original equipment.                 |
| 9 Plan and design of a denitrification filtration system             | 19 Replacement pump.                                  |
| 10 Replacement of original equipment.                                | 20 Repainting of pipe gallery.                        |

# THE TOWN OF POOLSVILLE

## FY 2020 Budget

### WATER & WASTEWATER FUND - CAPITAL PROJECTS

Adopted May 20, 2019

Printed: 21-May-19

| Acct No.                    | Item or Description                    | Year To Do | Est. Project Cost | Prior Bal. + FY 18 Act. | FY 19 Projection  | FY 20 Bgt. Budget | ----- Forward Planning Cycle ----- |                  |                  |                  |
|-----------------------------|--|------------|-------------------|-------------------------|-------------------|-------------------|------------------------------------|------------------|------------------|------------------|
|                             |  |            |                   |                         |                   |                   | FY 21                              | FY 22            | FY 23            | FY 24            |
| <b>Project Funding</b>      |  |            |                   |                         |                   |                   |                                    |                  |                  |                  |
| 3167                        | Small Water & Wastewater Equip.        |            |                   | 1,632                   |                   |                   |                                    |                  |                  |                  |
|                             | Carry-over funds: Completed Projects   |            |                   |                         | (1,600)           |                   |                                    |                  |                  |                  |
|                             | Carry-Over Funds allocated to projects |            |                   |                         |                   |                   |                                    |                  |                  |                  |
| 1                           | Future W&S Equipment Needs             | Open       |                   | 23,680                  | 20,000            | 20,000            | 20,000                             | 20,000           | 20,000           | 20,000           |
| 2                           | Water Meter Replacement                | Annl.      | 105,000           | 23,981                  | 20,000            | 20,000            | 20,000                             | 20,000           | 20,000           | 20,000           |
| 3                           | Main Valve Actuator                    | FY18       | 2,000             | 3,020                   |                   |                   |                                    |                  |                  |                  |
| 4                           | Lagoon Flow Meter                      | FY18       | 5,000             | 3,382                   |                   |                   |                                    |                  |                  |                  |
| 5                           | Seneca Flow Monitoring System          | FY19       | 14,500            | 11,000                  | 3,500             |                   |                                    |                  |                  |                  |
| 6                           | Fisher & Elgin Monitoring System       | FY19       | 9,600             | 8,000                   | 1,600             |                   |                                    |                  |                  |                  |
| 7                           | WWTP Lighting Upgrade                  | FY19       | 5,000             |                         | 5,000             |                   |                                    |                  |                  |                  |
| 8                           | Sewer Jet                              | FY20       | 60,000            | 24,138                  |                   |                   |                                    |                  |                  |                  |
|                             | <b>Budget Amendment 5/22/17</b>        |            |                   | <b>35,000</b>           |                   |                   |                                    |                  |                  |                  |
| 9                           | Manhole Flow Monitors                  | 19-20      |                   |                         | 11,000            | 24,000            |                                    |                  |                  |                  |
| 10                          | Sewer Camera                           | FY21       | 75,000            |                         | 20,000            | 25,000            | 30,000                             |                  |                  |                  |
|                             | <b>Total Funding Allocations</b>       |            | <b>\$105,000</b>  | <b>\$133,833</b>        | <b>\$79,500</b>   | <b>\$89,000</b>   | <b>\$70,000</b>                    | <b>\$40,000</b>  | <b>\$40,000</b>  | <b>\$40,000</b>  |
| <b>Project Expenditures</b> |  |            |                   |                         |                   |                   |                                    |                  |                  |                  |
| 3167                        | Other Water & Wastewater Equip.        |            |                   | FY 18 Act.              |                   |                   |                                    |                  |                  |                  |
| 1                           | Future W&S Equipment Needs             |            |                   |                         |                   |                   |                                    |                  |                  |                  |
| a                           | Misc Water Main repair tools           | FY18       |                   | (840)                   |                   |                   |                                    |                  |                  |                  |
| b                           | Blower Room Exhaust Fan                | FY18       |                   | (980)                   |                   |                   |                                    |                  |                  |                  |
| c                           | Pipe Gallery Heater                    | FY18       |                   | (1,375)                 |                   |                   |                                    |                  |                  |                  |
| d                           | Air Compressor                         | FY18       |                   | (270)                   |                   |                   |                                    |                  |                  |                  |
| e                           | Small Enclosed Trailer                 | FY18       |                   | (2,500)                 |                   |                   |                                    |                  |                  |                  |
| f                           | Portable Generator                     | FY18       |                   | (1,280)                 |                   |                   |                                    |                  |                  |                  |
| i                           | Manhole Bowls                          | FY18       |                   | (5,400)                 |                   |                   |                                    |                  |                  |                  |
| j                           | Emergency Pump Hoses                   | FY19       |                   |                         | (1,035)           |                   |                                    |                  |                  |                  |
| k                           | Aquascope                              | FY19       |                   |                         | (2,696)           |                   |                                    |                  |                  |                  |
| l                           | Trench Shoring                         | FY19       |                   |                         | (3,000)           |                   |                                    |                  |                  |                  |
| m                           | Sewer Push Camera                      | FY19       |                   |                         | (10,000)          |                   |                                    |                  |                  |                  |
| n                           | DR6000                                 | FY20       |                   |                         |                   | (8,500)           |                                    |                  |                  |                  |
| 2                           | Water Meter Replacement                | Annl.      |                   | (16,861)                |                   |                   |                                    |                  |                  |                  |
| 3                           | Main Valve Actuator                    | FY18       |                   | (3,020)                 |                   |                   |                                    |                  |                  |                  |
| 4                           | Lagoon Flow Meter                      | FY18       |                   | (3,382)                 |                   |                   |                                    |                  |                  |                  |
| 5                           | Seneca Flow Monitoring System          | FY19       |                   |                         | (14,500)          |                   |                                    |                  |                  |                  |
| 6                           | Fisher & Elgin Monitoring System       | FY19       |                   |                         | (9,600)           |                   |                                    |                  |                  |                  |
| 7                           | WWTP Lighting Upgrade                  | FY19       |                   |                         | (5,000)           |                   |                                    |                  |                  |                  |
| 8                           | Sewer Jet                              | FY20       |                   | (59,138)                |                   |                   |                                    |                  |                  |                  |
| 9                           | Manhole flow Monitors                  | 19-20      |                   |                         | (11,000)          | (24,000)          |                                    |                  |                  |                  |
| 10                          | Sewer Camera                           | FY21       |                   |                         |                   |                   | (75,000)                           |                  |                  |                  |
|                             | <b>Total Expenditures</b>              |            |                   | <b>(\$95,046)</b>       | <b>(\$56,830)</b> | <b>(\$32,500)</b> | <b>(\$75,000)</b>                  | <b>\$0</b>       | <b>\$0</b>       | <b>\$0</b>       |
| 3167                        | <b>Account Balance by Year</b>         |            |                   | <b>\$38,787</b>         | <b>\$61,457</b>   | <b>\$117,957</b>  | <b>\$112,957</b>                   | <b>\$152,957</b> | <b>\$192,957</b> | <b>\$232,957</b> |

**Notes**

**Shading key in Table: FY 18 Expenditures/Closed Projects      Budgeting, Planned Expenditures for this Budget Year**

The indicated funding balances for closed/completed projects are transferred to the Carry-Over Funds in the year following closure.

[1] Committed funds may be reallocated, based on final incurred costs of completed projects, and/or revised priorities and needs.

**3167 This account includes all of the miscellaneous capital costs associated with the operation of the Town's Water & Wastewater Systems.**

- 1 Replacement of miscellaneous equipment.
- 2 This line item provides for water meters for replacements and new installations.
- 3 Replacement of original WWTP Equipment.
- 4 New equipment to monitor lagoon discharge required by MDE.
- 5 Monitor and emergency notification system.
- 6 Monitor and emergency notification system.
- 7 Upgrade outdoor fixtures
- 8 Replacement of original equipment.
- 9 New equipment to monitor sewer manhole flows.
- 10 Replacement of original equipment.

# THE TOWN OF POOLESVILLE

## FY 2020 Budget

### WATER & WASTEWATER FUND - CAPITAL PROJECTS

Adopted May 20, 2019

Printed: 21-May-19

| Acct No.                               | Item or Description            | Year To Do | Est. Project Cost | Prior Bal. + FY 18 Act. | FY 19 Projection | FY 20 Bgt. Budget | ----- Forward Planning Cycle ----- |           |           |           |
|--|--------------------------------|------------|-------------------|-------------------------|------------------|-------------------|------------------------------------|-----------|-----------|-----------|
|  |                                |            |                   |                         |                  |                   | FY 21                              | FY 22     | FY 23     | FY 24     |
| <b><u>Project Funding</u></b>          |                                |            |                   |                         |                  |                   |                                    |           |           |           |
| 3169                                   | Inflow & Infiltration          |            |                   |                         |                  |                   |                                    |           |           |           |
| Carry-over funds: Completed Projects   |                                |            |                   |                         |                  |                   |                                    |           |           |           |
| Carry-Over Funds allocated to projects |                                |            |                   |                         |                  |                   |                                    |           |           |           |
| 1                                      | On-going I & I Reduction Pgm.  | Annl.      | Open              | 256,065                 | 50,000           | 50,000            | 50,000                             | 100,000   | 100,000   | 140,000   |
|  | Use of Unrestricted Funds      |            |                   | 175,000                 |                  |                   |                                    |           |           |           |
| <b>Total Funding Allocations</b>       |                                |            | \$0               | \$431,065               | \$50,000         | \$50,000          | \$50,000                           | \$100,000 | \$100,000 | \$140,000 |
| <b><u>Project Expenditures</u></b>     |                                |            |                   |                         |                  |                   |                                    |           |           |           |
| 3169                                   | Inflow & Infiltration          |            |                   | <b>FY 18 Act.</b>       |                  |                   |                                    |           |           |           |
| 1                                      | On-going I & I Reduction Pgm.  | Annl.      |                   | (74,721)                |                  |                   |                                    |           |           |           |
|  | Monitoring & Main Insp.        |            |                   | (8,475)                 |                  |                   |                                    |           |           |           |
| <b>Total Expenditures</b>              |                                |            |                   | (\$83,196)              | \$0              | \$0               | \$0                                | \$0       | \$0       | \$0       |
| 3169                                   | <b>Account Balance by Year</b> |            |                   | \$347,869               | \$397,869        | \$447,869         | \$497,869                          | \$597,869 | \$697,869 | \$837,869 |

**Notes**

**Shading key in Table: FY 18 Expenditures/Closed Projects      Budgeting, Planned Expenditures for this Budget Year**

The indicated funding balances for closed/completed projects are transferred to the Carry-Over Funds in the year following closure.

**3169 Funding and expenditures for the on-going inflow and infiltration reduction program.**

I&I is a funding priority. Major areas of concern include lateral connections Elgin Rd (109), Manhole relining and main lining in the Wesmond area. These areas are the oldest in Town and in some cases, require dig and replace.

| Acct No.                               | Item or Description             | Year To Do | Est. Project Cost | Prior Bal. + FY 18 Act. | FY 19 Projection | FY 20 Bgt. Budget | ----- Forward Planning Cycle ----- |           |           |           |
|--|---------------------------------|------------|-------------------|-------------------------|------------------|-------------------|------------------------------------|-----------|-----------|-----------|
|  |                                 |            |                   |                         |                  |                   | FY 21                              | FY 22     | FY 23     | FY 24     |
| <b><u>Project Funding</u></b>          |                                 |            |                   |                         |                  |                   |                                    |           |           |           |
| 3170                                   | Gen'l. Infrastructure Programs  |            |                   | 92                      |                  |                   |                                    |           |           |           |
| Carry-over funds: Completed Projects   |                                 |            |                   |                         |                  |                   |                                    |           |           |           |
| Carry-Over Funds allocated to projects |                                 |            |                   |                         |                  |                   |                                    |           |           |           |
| 1                                      | Emergency Repair/Replace        | Open       |                   | 53,144                  | 40,000           | 20,000            | 40,000                             | 40,000    | 40,000    | 40,000    |
| 2                                      | Infrastructure Replacement Fund | Open       |                   |                         |                  | 20,000            | 30,000                             | 185,000   | 220,000   | 245,000   |
| 3                                      | WWTP Lagoon Repairs             | Open       |                   |                         |                  |                   |                                    |           |           |           |
| <b>Total Funding Allocations</b>       |                                 |            | \$0               | \$53,236                | \$40,000         | \$40,000          | \$70,000                           | \$225,000 | \$260,000 | \$285,000 |
| <b><u>Project Expenditures</u></b>     |                                 |            |                   |                         |                  |                   |                                    |           |           |           |
| 3170                                   | Gen'l. Infrastructure Programs  |            |                   | <b>FY 18 Act.</b>       |                  |                   |                                    |           |           |           |
| 1                                      | Emergency Repair/Replace        |            |                   |                         |                  |                   |                                    |           |           |           |
| a                                      | Sewer System                    |            |                   |                         | (16,500)         |                   |                                    |           |           |           |
| b                                      | Water System                    |            |                   |                         | (18,000)         |                   |                                    |           |           |           |
| 2                                      | Infrastructure Replacement Fund |            |                   |                         |                  |                   |                                    |           |           |           |
| 3                                      | WWTP Lagoon Repairs             |            |                   |                         |                  |                   |                                    |           |           |           |
| <b>Total Expenditures</b>              |                                 |            |                   | \$0                     | (\$34,500)       | \$0               | \$0                                | \$0       | \$0       | \$0       |
| 3170                                   | <b>Account Balance by Year</b>  |            |                   | \$53,236                | \$58,736         | \$98,736          | \$168,736                          | \$393,736 | \$653,736 | \$938,736 |

**Notes**

**Shading key in Table: FY 18 Expenditures/Closed Projects      Budgeting, Planned Expenditures for this Budget Year**

The indicated funding balances for closed/completed projects are transferred to the Carry-Over Funds in the year following closure.

**3170 General Infrastructure Programs, which do not "fit" into other Water & Wastewater Accounts, are tracked in this Account.**

1 This program will provide funding for large unanticipated infrastructure repairs and total water line section replacements in the future.

2 Funds accumulating for future infrastructure replacement needs.

3 Repairs to embankment of equalization basin.

# THE TOWN OF POOLESVILLE

## FY 2020 Budget

### TOWN STATISTICS

Adopted May 20, 2019

Printed: 21-May-19

| Note No.                  | Item or Description                     | Fiscal Year 2014 | Fiscal Year 2015 | Fiscal Year 2016 | Fiscal Year 2017 | Fiscal Year 2018 | Fiscal Year 2019 | Fiscal Year 2020 |
|---------------------------|---|------------------|------------------|------------------|------------------|------------------|------------------|------------------|
| [1]                       | <b>Population</b>                       |                  |                  |                  |                  |                  |                  |                  |
|                           | (Calendar Year)                         | 5,261            | 5,373            | 5,437            | 5,510            | 5,571            | 5,638            |                  |
|                           | <b>Housing</b>                          |                  |                  |                  |                  |                  |                  |                  |
|                           | Single Family                           | 1,431            | 1,466            | 1,486            | 1,492            | 1,511            | 1,532            |                  |
|                           | Town Houses                             | 336              | 336              | 336              | 353              | 353              | 353              |                  |
|                           | Total Family Dwellings                  | 1,767            | 1,802            | 1,822            | 1,845            | 1,864            | 1,885            |                  |
|                           | Other                                   | 56               | 56               | 56               | 56               | 56               | 56               |                  |
| [2]                       | <b>Net Assessable Base</b>              |                  |                  |                  |                  |                  |                  |                  |
|                           | As Reported                             | 672,633,000      | 717,731,000      | 723,711,000      | 758,169,000      | 803,643,000      | 844,304,000      | 867,927,000      |
| [2]                       | <b>Tax Rate</b>                         |                  |                  |                  |                  |                  |                  |                  |
|                           | ¢ per \$100 of assessment               | 16.70            | 16.70            | 17.00            | 17.56            | 17.56            | 17.56            | 18.00            |
| [3]                       | <b>General Fund Budget</b>              | [Actual]         | [Actual]         | [Actual]         | [Actual]         | [Actual]         | [Projected]      | [Budget]         |
|                           | Operating Expenses                      | 1,999,155        | 2,330,397        | 2,345,372        | 2,306,825        | 2,264,056        | 2,431,662        | 2,585,492        |
|                           | Funding: Capital Projects               | 520,500          | 436,000          | 412,590          | 528,983          | 684,350          | 706,750          | 720,000          |
|                           | Funding: Water/Wastewater Projects      | 301,000          | 206,384          | 422,760          | 426,000          | 373,500          | 480,122          | 479,000          |
|                           | Total Budget (General Funds)            | 2,820,655        | 2,972,781        | 3,180,722        | 3,261,808        | 3,321,906        | 3,618,534        | 3,784,492        |
|                           | Budgeted Cash Reserve                   | 764,000          | 816,798          | 740,812          | 516,520          | 714,923          | 629,824          | 712,786          |
|                           | Actual Close-Out Cash Reserve           | 862,464          | 915,607          | 712,985          | 837,384          | 1,058,902        | 712,250          |                  |
|                           |   |                  |                  |                  |                  |                  | [Projected]      |                  |
|                           | <b>Water and Wastewater Fund Budget</b> |                  |                  |                  |                  |                  |                  |                  |
|                           | Operating Expenses                      | 1,383,126        | 1,210,759        | 1,267,447        | 1,259,071        | 1,307,430        | 1,331,306        | 1,392,803        |
| Funding: Capital Projects | 0                                       | 0                | 0                | 0                | 0                | 0                | 0                |                  |
|                           | <b>Total Town Acreage</b>               | 2,374            | 2,374            | 2,374            | 2,374            | 2,374            | 2,374            | 2,374            |
|                           | <b>Parks and Open Spaces</b>            |                  |                  |                  |                  |                  |                  |                  |
|                           | Number                                  | 12               | 13               | 14               | 14               | 14               | 14               | 14               |
|                           | Area (acres)                            | 65               | 65               | 65               | 65               | 65               | 65               | 65               |
|                           | Number of:                              |                  |                  |                  |                  |                  |                  |                  |
|                           | Tennis Courts                           | 4                | 4                | 4                | 4                | 4                | 4                | 4                |
|                           | Basketball Courts                       | 3                | 4                | 4                | 4                | 4                | 4                | 4                |
|                           | Baseball Fields                         | 4                | 4                | 4                | 4                | 4                | 4                | 4                |
|                           | Soccer Fields                           | 5                | 6                | 6                | 6                | 6                | 6                | 6                |
|                           | Tot Lots                                | 7                | 8                | 8                | 8                | 8                | 9                | 9                |
|                           | <b>Miles of Town Roads</b>              | 19.00            | 19.00            | 20.00            | 20.00            | 20.00            | 21.00            | 21.00            |
|                           | <b>Number of Municipal Water Wells</b>  | 11               | 11               | 11               | 11               | 11               | 11               | 12               |
|                           | <b>Avg. Water Production (Gal/Day)</b>  |                  |                  |                  |                  |                  |                  |                  |
|                           | Calendar year                           | 438,160          | 500,577          | 461,721          | 469,254          | 508,331          |                  |                  |
|                           | <b>Avg - WWTP (Gal/Day)</b>             |                  |                  |                  |                  |                  |                  |                  |
|                           | Calendar year                           | 630,000          | 534,417          | 491,750          | 487,511          | 763,724          |                  |                  |
|                           | <b>Number of Town Employees</b>         |                  |                  |                  |                  |                  |                  |                  |
|                           | Full Time                               | 16               | 16               | 18               | 18               | 19               | 19               | 19               |
|                           | Part Time                               | 0                | 0                | 0                | 0                | 0                | 0                | 0                |
|                           | Summer Help                             | 2                | 2                | 3                | 3                | 3                | 3                | 3                |

**Notes**

- [1] The 2010 Census reported a population of 4,883 and an average of 3.18 persons per household, Housing numbers are actual .
- [2] Maryland State Planning Data reported a 5,190 population figure in 2016.
- [3] All Budget figures exclude special revenues such as Impact Fees or dedicated grants.

# THE TOWN OF POOLSVILLE

## FY 2020 Budget

### POOLSVILLE EMPLOYEE SALARY STRUCTURE

Adopted May 20, 2019

Printed: 21-May-19

The Poolsville Employee Salary Structure is organized into twenty salary grades, each grade based on a general job description.

Within each Salary Grade, there are ten separate levels, from entry level to full experience.

The salary level for each employee is based on experience, tenure, job performance ratings, and individual responsibilities and initiatives.

| <u>Salary Grade</u> | <u>Grade Definition</u>  | <u># Employees</u> |
|---------------------|--|--------------------|
| 1                   |  |                    |
| 2                   | Part-time Clerical/Summer help   | 3                  |
| 3                   |  |                    |
| 4                   | Entry Level - 6 Month Trial Period   |                    |
| 5                   | Level Following Six Month Trial Period   | 3                  |
| 6                   | Level After One Year of Service  | 1                  |
| 7                   |  |                    |
| 8                   | Holder of One License  | 3                  |
| 9                   | Holder of Two Licenses   | 1                  |
| 10                  | Holder of Three Licenses   |                    |
| 11                  | Wastewater 5/P&S Crew Chief/Deputy Clerk/ Events Coordinator                           | 6                  |
| 12                  |  |                    |
| 13                  |  |                    |
| 14                  | Water & Sewer Superintendent, Wastewater Superintendent<br>Director of Parks & Streets | 3                  |
| 15                  |  |                    |
| 16                  | Clerk-Treasurer  | 1                  |
| 17                  |  |                    |
| 18                  |  |                    |
| 19                  |  |                    |
| 20                  | Town Manager   | 1                  |

| <u>Salary Grade</u> | <u>FY 19 Budget<br/>Minimum Level</u> | <u>FY 19 Budget<br/>Maximum Level</u> | <u>FY 2020 Budget<br/>Minimum Level</u> | <u>FY 2020 Budget<br/>Maximum Level</u> |
|---------------------|---------------------------------------|---------------------------------------|---|---|
| 1                   |                                       |                                       |   |   |
| 2                   | 25,658                                | 33,487                                | 26,299                                  | 34,324                                  |
| 3                   |                                       |                                       |   |   |
| 4                   | 29,271                                | [n/a]                                 | 30,003                                  | [n/a]                                   |
| 5                   | 31,172                                | 46,985                                | 31,951                                  | 48,160                                  |
| 6                   | 32,692                                | 49,329                                | 33,509                                  | 50,562                                  |
| 7                   |                                       |                                       |   |   |
| 8                   | 35,962                                | 54,260                                | 36,861                                  | 55,617                                  |
| 9                   | 39,250                                | 60,385                                | 40,231                                  | 61,895                                  |
| 10                  | 43,175                                | 66,945                                | 44,254                                  | 68,619                                  |
| 11                  | 48,396                                | 70,292                                | 49,606                                  | 72,049                                  |
| 12                  |                                       |                                       |   |   |
| 13                  |                                       |                                       |   |   |
| 14                  | 54,401                                | 84,034                                | 55,761                                  | 86,135                                  |
| 15                  |                                       |                                       |   |   |
| 16                  | 57,120                                | 88,236                                | 58,548                                  | 90,442                                  |
| 17                  |                                       |                                       |   |   |
| 18                  |                                       |                                       |   |   |
| 19                  |                                       |                                       |   |   |
| 20                  | 96,995                                | 123,541                               | 99,420                                  | 126,630                                 |

Maximum 0.025 increase based upon performance

Notes

# THE TOWN OF POOLSVILLE

FY 2020 Budget

## MUNICIPAL ORGANIZATION CHART

Adopted May 20, 2019

Printed: 21-May-19

