



THE COMMISSIONERS OF THURMONT

ORDINANCE 2017-02

AN ORDINANCE TO ADOPT THE FISCAL YEAR 2017-2018 BUDGET OF THE TOWN OF THURMONT

WHEREAS, the Charter of the Town of Thurmont requires the budget of the Town of Thurmont be adopted in the form of an ordinance;

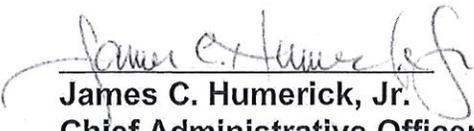
NOW THEREFORE, BE IT ORDAINED BY THE MAYOR AND BOARD OF COMMISSIONERS OF THE TOWN OF THURMONT:

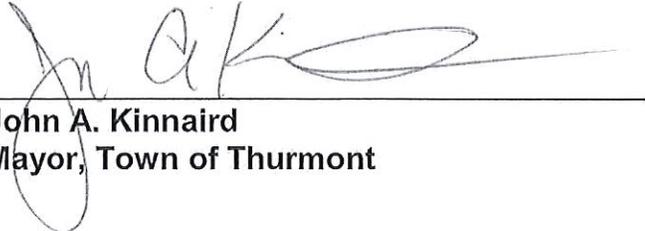
Section 1. That the Fiscal Year 2017– 2018 Budget beginning July 1, 2017, a copy of which is attached is hereby adopted this 30TH day of May, 2017 at a regularly scheduled town meeting.

Introduced: May 16, 2017
Adopted: May 30, 2017
Effective: July 1, 2017

ATTEST:

THE COMMISSIONERS OF THURMONT


James C. Humerick, Jr.
Chief Administrative Officer


John A. Kinnaird
Mayor, Town of Thurmont

Commissioners of Thurmont

615 East Main Street

Thurmont, Maryland 21788

301-271-7313



BUDGET

FISCAL YEAR 2017- 2018

July 1, 2017 to June 30, 2018

**Town of Thurmont
Budget
Fiscal Year 2018
For the Period July 1, 2017 to June 30, 2018**

General Fund

Revenues

Taxes	1,607,455
Intergovernmental	1,758,687
Local Revenue	92,740
Permits and Fines	8,600
Other Revenue	80,500
Total General Fund Revenue	<u>3,547,982</u>

Expenditures

Mayor and Commission	29,000
General Administration	1,332,010
Highways and Street	606,873
Parks and Recreation	191,460
Public Safety	1,113,560
Planning and Zoning	104,672
Economic Development	68,280
Total General Fund Expenditure	<u>3,445,855</u>

Capital Budget

Operating Budget	102,127
Capital Loans and Grants	
Street Sweeper Loan or Grant	189,000
Police Vehicle Lease	10,000
Capital Outlay	301,000
Revenue over/ under Expenditures	<u>127</u>

Water Fund

Revenues

Charges for Services	919,000
Other Revenue	43,200
Total Water Fund Revenue	<u>962,200</u>

Expenditures

Water Fund	830,791
Total Water Fund Expenditures	<u>830,791</u>

Capital Budget

Capital Budget	82,500
Revenue over/ under Expenditures	<u>48,909</u>

Wastewater Fund

Revenues

Charges for Services	1,614,988
Other Revenue	44,200
Total Wastewater Fund Revenue	<u>1,659,188</u>

Expenditures

Wastewater Fund	1,406,379
Total Wastewater Fund Expenditures	<u>1,406,379</u>

Capital Budget

Capital Budget	186,825
Revenue over/ under Expenditures	<u>65,984</u>

Electric Fund

Revenues

Charges for Services	6,410,909
Other Revenue	19,000
Total Electric Fund Revenue	<u>6,429,909</u>

Expenditures

Electric Fund	6,122,787
Total Electric Fund Expenditures	<u>6,122,787</u>

Capital Budget

Capital Budget	269,700
Revenue over/ under Expenditures	<u>37,423</u>

Town of Thurmont Maryland
 Fiscal Year 17/18 Draft Budget
 For the Period July 1, 2017 to June 30, 2018

	Year To Date at 03/31/2017	FY 17 Budget	Variance	FY18 Budget	Notes
05/02/2017 -					
General Fund					
Revenues					
Taxes					
07-400-41000-43700 Real Property Taxes	1,001,579	1,492,227	490,648	1,504,355	Constant Yield Tax Rate .2849 assessable base 528,058,279
07-450-00000-43630 Personal Property Taxes	114,779	105,000	(9,779)	125,000	Based on SDAT billing reports & history
07-520-50400-54165 Discount	(19,796)	0	19,798	(20,000)	
07-400-41000-43150 Homeowners Credit	3,399	0	(3,399)	(6,900)	
07-450-44500-43540 Penalties and Interest Taxes	8,763	0	(8,763)	5,000	
Total	1,108,722	1,597,227	488,505	1,607,455	
Intergovernmental					
07-470-43710 Amusement & Admission Tax	10,016	15,000	4,984	14,000	Based on actual and projected
07-470-43770 Financial Corp.	996	996	0	996	
07-402-41500-44805 Tax Equity	660,102	880,136	220,034	899,560	
07-470-43720 Income Tax	418,976	640,000	221,024	678,000	Based on Projections and last years actual
07-470-00000-43745 State Aid for Police Protection	53,396	71,195	17,799	71,200	Very little change, projected Per GOCCP
07-470-41500-444807 Recycling Program	1,870	0	(1,870)	7,500	Reimbursement from county
07-470-43730 Franchise Tax	0	0	0	0	
07-450-43640 Municipal Transportation Grant	0	0	0	0	Per State Memo (163,986)
07-470-43740 Highway User Revenue	182,559	60,862	(121,697)	59,631	Per State Memo
07-470-41500-44808-00 Hotel Rental Tax	504	6,000	5,496	17,800	New Revenue Stream
07-470-43760 Traders Licenses	1,328,419	1,674,189	345,770	1,758,687	Based on actual and projected
Total					
Charges for Building					
07-430-42500-43330 Impact Fees Parks	6,000	0	0	0	
07-430-42500-43340 Impact Fees Roads	9,000	0	0	0	
07-430-00000-43345 Developer Escrow	0	0	0	0	
Total	15,000	0	0	0	
Contract Work					
07-440-43400 Income Contract Work	3,334	4,000	666	4,000	Income from grass mowing -code violations
Total	3,334	4,000	1,043	4,000	
Local Revenue					
07-410-43230 Parking Meter Receipts	6,234	7,800	1,566	9,000	Based on actual
07-410-43240 Rent from Other Funds	5,133	46,740	41,607	46,740	No change
07-410-43248 Event Fees	11,367	91,540	80,173	92,740	Colorfast -offset by expense - nets out to zero
Total	22,734	146,080	121,946	148,480	

05/02/2017 -	Year To Date at 03/31/2017	FY 17 Budget	Variance	FY18 Budget	Notes
General Fund					
Revenues					
Permits and Fines					
Community Park Rentals	2,400	2,500	100	2,500	Seasonal
Fines	1,240	2,000	760	3,500	
Local Licenses	100	100	0	100	
Zoning Permits	2,710	2,000	(710)	2,500	
Total	6,450	6,600	150	8,600	
Other Revenue					
Dog Tags	0	0	0	0	
Interest Income -Savings	1,332	4,000	2,668	3,500	
Income from Confiscations	2,763	0	(2,763)	0	
Cable TV Franchise	61,218	58,300	(2,918)	61,000	Payment made in February
Miscellaneous Grants and Revenue	1,595	5,000	3,405	5,000	
Insurance Proceeds	5,175	0	(5,175)	0	
Sale of Assets	7,845	0	(7,845)	0	
Event Donations	5,806	0	(5,806)	5,000	Halloween in the park, Colorfest, and miscellaneous
Total	85,734	67,300	(18,434)	74,500	
Other Revenue					
Due from Wastewater Fund	0	0	0	0	
Due from Water Fund	0	0	0	0	
Use of Prior Year's Fund Balance	0	0	0	0	
Total	0	0	0	0	
Grants					
State Grants	73,177	0	(73,177)	0	
Grants	0	0	0	0	
Police Grants	12,356	0	(12,356)	2,000	Miscellaneous state and local grants
Federal Grants	0	0	0	0	
Miscellaneous Grants	48,786	0	(48,786)	0	
Total	134,319	0	(134,319)	2,000	
Total Revenues	2,693,345	3,440,856	747,511	3,547,982	Percentage of Change 3.1%

05/02/2017 -	Year To Date at 03/31/2017	FY 17 Budget	Variance	FY18 Budget	Notes
General Fund					
Expenditures					
Mayor and Commissioners					
Salaries	16,500	22,000	5,500	22,000	
Election Expense	0	0	0	3,000	Machines and personnel
Convention Expense	0	2,000	2,000	4,000	Increased attendance
Total	16,500	24,000	7,500	29,000	
General Administrative Salaries					
Salaries	58,915	95,966	37,051	95,975	
Salaries GA Overtime	874	0	(874)	1,000	
Total	59,789	95,966	36,177	96,975	
Payroll Taxes					
Social Security Taxes	78,894	108,412	29,518	99,000	
Unemployment Taxes	4,854	4,500	(354)	2,000	
Total	83,748	112,912	29,164	101,000	
Employee Benefits					
Health Care	188,949	342,689	153,750	302,000	Actual plus a 10% increase
Workers Comp. Ins.	30,490	0	(30,490)	35,600	Included in regular insurance budget amount 5% increase
Retirement - Employer	236,435	231,691	(4,744)	250,000	
Contributions	455,874	574,390	118,516	587,600	Includes annual administrative cost \$2,545.
Total					
General Administrative					
Dues and Subscriptions	0	0	0	8,000	Includes \$6,300. MML Dues
Advertising	1,768	1,000	(768)	2,000	2 Employment vacancies advertised
Bad Debt Expense	0	2,000	2,000	2,000	
Collection Expense	0	1,000	1,000	1,000	
Vending Machine	22	0	(22)	0	
Contributions	22,825	58,000	35,175	58,000	Creager House -\$3,000
Senior Tax Credit	964	3,000	2,036	3,000	
Damages	0	0	0	0	
Emergency Fund Allocation	79,179	100,000	20,821	88,500	
Office Supplies & Expense	(1,186)	40,000	41,186	42,000	
Special Events	103,572	205,000	101,428	204,500	
Total					
Professional Fees					
Audit	36,523	31,000	(5,523)	23,500	Will see a decrease this year
Engineering	0	0	0	0	
Legal	13,723	15,000	1,277	15,000	
Professional Services	6,812	20,000	13,188	25,000	This is IT fees
Total	57,058	66,000	8,942	63,500	

05/02/2017 -	Year To Date at 03/31/2017	FY 17 Budget	Variance	FY18 Budget	Notes
	Highways and Streets				
	Salaries				
07-530-51200-55015	Clean Streets	2,103	(2,103)	0	
07-530-51200-55025	Curb and Gutter	998	(998)	0	
07-530-51200-55045	General Repairs Salaries	91,122	71,047	159,873	
07-570-51200-59505	Building Maintenance	0	0	0	
07-530-51200-55065	Storm Sewer	3,985	(3,985)	0	
07-530-51200-55085	Streets and Alleys	32,844	(32,844)	0	
07-530-51200-55095	Traffic Control	197	(197)	0	
07-530-51200-55105	Truck and Car Expense	1,356	(1,356)	0	
07-530-51200-50200	Overtime	1,811	3,189	5,000	
07-530-51200-55060	Snow Removal	5,217	24,783	23,000	
07-530-51200-50201	Overtime Snow Removal	3,732	(3,732)	10,000	
	Total	143,365	53,804	197,873	
07-530-50400-55005	Clean Garage	70	0	0	
07-520-50400-54265	Sanitation	108,811	27,149	138,000	New contract may 2017 to April 2018
07-530-50400-54266	Tipping Fees	88,278	31,722	120,000	Checking on increase still same at 76. a ton
	Equipment Repairs & Maintenance				
07-530-50600-54335-01	Maintenance	11,443	(6,443)	5,000	FY 17 Includes Street signs \$6,858.
07-530-50400-54335	Operating Materials and Supplies	2,840	(1,840)	6,000	Under budgeted- adds 1,000 cordless power tool set
07-530-50400-54340	Christmas Decorations	6,285	(785)	2,500	
07-530-50400-55055-01	Snow Removal & Salt Supplies	1,907	18,093	20,000	
07-530-50400-55065-01	Storm Water Management	0	1,000	1,000	
07-530-50400-55075	Street Lighting	39,928	15,072	55,000	
07-530-50400-55085-01	Streets & Alleys R&M	7,847	12,153	20,000	
07-530-50400-56620	Employee Relations	0	1,000	1,000	
07-530-50400-59260	Vehicle R&M	20,939	13,561	20,000	Fleet has newer vehicles, less maintenance
07-530-50400-55105-01	Truck and Car Gas & Oil Expense	5,832	1,168	7,000	
	Traffic Control			5,500	
	Street Signs	0	0	8,000	Pedestrian Crosswalk Signs and Speed Camera Continue to replace throughout Town.
	Total Highway & Streets	437,545	111,850	606,873	
	Public Safety				
07-540-51200-56815	Salaries	606,237	206,468	810,030	5% starting increase for new officers (4036) , add Kristi Fulltime
07-540-51200-50200	Overtime	35,335	9,665	50,000	
07-540-51200-55095	Crossing Guards	10,811	6,227	21,230	
07-540-51200-56815	Salaries Promotions	0	0	7,500	Promotion of 2 officers
07-540-52100-56115	Admin. Supplies and Support	6,305	2,195	8,500	
07-540-50400-59212	Ammunition	4,409	2,591	7,000	
07-540-52100-56215	Building Maintenance	13,851	(1,851)	15,000	
07-540-52100-56315	Communications	26,423	2,203	36,000	Upgrade to Smartphones for all officers(4,000) & increase in Co. Communications c
07-540-50400-59028	Community Events	270	430	1,000	Shred Event, Nat'l Night Out
07-540-50400-59216	Contractual	6,684	(684)	8,000	
07-540-50400-59218	Dues and Subscriptions	775	225	3,800	Links Subscription(Background check currently free)
07-540-50400-56620	Employee Relations	0	1,000	1,000	
07-540-52100-56415	K-9 Expense	2,534	2,466	5,000	
07-540-52100-56515	Insurance	25,188	20,812	30,800	Liability Insurance
07-540-52100-56715	Vehicle Expense	30,170	(170)	30,000	
07-540-50400-59266	Gasoline & Oil	15,624	20,376	36,000	
07-540-50400-59220	Recruitment	701	299	1,000	
07-540-52100-56615	Supplies and Equipment	1,003	197	4,200	Firearm repair, crime scene /evidence, towing bills for impound vehicles, naloxone
07-540-50400-54224	PD Uniforms	8,136	(136)	18,000	Replacement of older uniforms and vests- added 8,000 for vests
07-540-52100-56619	Training & Education	2,090	3,410	5,500	
07-540-52100-56621	Travel Expense	723	3,277	5,000	
07-540-50400-59228	Utilities	4,938	4,062	9,000	
	Total	802,207	283,062	1,113,560	
			0	0	

05/02/2017 -	Year To Date at 03/31/2017	FY 17 Budget	Variance	FY18 Budget	Notes
Parks and Recreation					
Salaries					
07-560-51200-58125	2,431	92,700	90,269	92,460	
07-560-51200-58005	125	0	(125)	0	
07-560-51200-58015	20,387	0	(20,387)	0	
07-560-51200-58025	1,729	0	(1,729)	0	
07-560-51200-58055	5,270	0	(5,270)	0	
07-560-51200-58065	9,988	0	(9,988)	0	
07-560-51200-58075	943	0	(943)	0	
07-560-51200-58085	387	0	(387)	0	
07-560-51200-58105	2,997	0	(2,997)	0	
07-560-51200-58115	0	0	0	0	
07-560-51200-58135	12	0	(12)	0	
07-560-51200-50200	6,540	5,000	(1,540)	9,000	Increased events throughout the year, added 2nd of park cleanup
Total	50,809	97,700	46,891	101,460	
07-560-50400-58015	4,757	5,000	243	5,000	Includes tree treatment to be reimbursed \$2498.
07-560-50400-58025	600	5,000	4,400	5,000	
07-560-50400-58055	3,460	5,000	1,540	8,000	Plant additional trees
07-560-50400-58075	551	5,000	4,449	5,000	
07-560-50400-58115	494	2,000	1,506	2,000	
07-560-50400-54335	4,632	8,000	3,368	8,000	2 additional benches for playground
07-520-50400-54245	18,857	44,000	25,143	50,000	
07-520-50400-54362	323	1,000	677	1,000	
07-560-50400-55045	3,247	8,000	4,753	6,000	
07-560-50400-58005	0	0	0	0	
07-560-50400-58095	115	0	(115)	0	
07-560-50400-58105	0	0	0	0	
07-560-50400-58135	0	0	0	0	
07-560-56100-56515	0	40,000	40,000	0	
Total Parks & Recreation	87,845	220,700	85,964	191,460	
Economic Development					
07-520-51200-54175	27,002	52,290	25,288	41,205	
Overtime	0	0	0	4,100	
Promotions & Marketing					Advertising, rack cards, constant contact, business buck program
EDC Events				1,500	Business showcase
Main Street Donation				1,000	
Training and Education				2,075	MEDA membership, Fred. Co. tourism dues, Assessment study
EDC Needs Assessment				0	
EDC Operating Expense	20,417	14,500	(5,917)	3,500	Includes building maintenance and general operating supplies
Total	47,419	66,790	19,371	68,280	
Planning and Zoning					
07-520-51200-54255	42,268	52,788	10,520	63,472	Includes part of office salaries allocations
07-526-51200-50200	142	0	(142)	200	
07-520-50400-54255	13,840	33,500	19,660	33,500	Annexation Development Cost
Professional Expenses				2,000	
Training and Education				500	
Materials and Supplies	42	1,000	958	3,000	Zoning Maps (added \$2,000 per JH)
Advertising	57	1,000	943	2,000	
Total	56,349	88,288	31,939	104,672	
Total Operating Expenditures	2,294,548	3,430,954		3,445,855	0.4%

05/02/2017 -		Year To Date at 03/31/2017	FY 17 Budget	Variance	FY18 Budget	Notes
	Operating Revenue over/ under Expenditures	398,797	9,902		102,127	

TOWN HALL

Category	Priority	Estimated Cost	Capital Savings Balance	New Fiscal Year 18	Fiscal Year 19	Fiscal Year 20	Fiscal Year 21	Under / Over	Notes
Emergency Fund		\$250,000	\$250,000	\$0				\$0	
Zoning Inspector Vehicle		\$30,000	\$0	\$30,000				\$0	Possible grant
Gateway Signs		\$24,000	\$0	\$24,000				\$0	2 Gateway Signs
Railroad Bridge Improvement		\$20,000	\$0	\$20,000				\$0	
SUBTOTAL		\$324,000	\$250,000	\$74,000	\$0	\$0	\$0	\$0	

POLICE

Category	Priority	Estimated Cost	Capital Savings Balance	New Fiscal Year 18	Fiscal Year 19	Fiscal Year 20	Fiscal Year 21	Under / Over	Notes
Portable Radios		\$10,000	\$3,105	\$7,000				\$105	Waiting to determine what will be needed
Body Cameras		\$15,000	\$10,000	\$5,000				\$0	
In Car Cameras		\$8,000	\$0	\$8,000				\$0	
Equipping of new car		\$7,000	\$0	\$7,000				\$0	MDT,Lights, sirens, utility boxes
Vehicle Lease (1 Vehicle)		\$10,000	\$0	\$10,000				\$0	Lease program
			\$0					\$0	
			\$0					\$0	
			\$0					\$0	
SUBTOTAL		\$50,000	\$13,105	\$37,000	\$0	\$0	\$0	\$105	

STREETS & PARKS

Category	Priority	Estimated Cost	Capital Savings Balance	New Fiscal Year 18	Fiscal Year 19	Fiscal Year 20	Fiscal Year 21	Under / Over	Notes
Public Works Building	5	\$65,000	\$65,000	\$0				\$0	1/2 Cost \$8,800 to date
Overlay Eyerl Park Road		\$20,000	\$20,000	\$0				\$0	\$48,208 Grant - Town additn'l \$20,000
Trolley Trail Overlay	0	\$153,000	\$0	\$0				(\$153,000)	Grant Funded \$153,000
Tree treatment in Community Park	10	\$25,000	\$24,000	\$1,000				\$0	FY17 to date 11,000
Frederick Road Bridge Repairs		\$30,000	\$0	\$0				(\$30,000)	Dependent on HUR Grant
Street Sweeper		\$189,000	\$0	\$189,000				\$0	Possible loan
Streets Paving		\$94,000	\$0	\$0				(\$94,000)	Weddle, South Center/Park, Altamont
			\$0					\$0	Paving Dependent on HUR Grant
SUBTOTAL		\$576,000	\$109,000	\$190,000	\$0	\$0	\$0	(\$277,000)	
								\$0	
TOTAL GENERAL FUND		\$950,000	\$372,105	\$301,000	\$0	\$0	\$0	(\$276,895)	

Town of Thurmont Maryland						
Fiscal Year 17/18 Draft Budget						
For the Period July 1, 2017 to June 30, 2018						
5/2/2017	Year To Date at 03/31/2017	FY17 Budget	Variance	FY18 Budget	Notes	
Water Fund						
Expenditures						
Salaries						
08-520-51200-54365	Commissioners	3,000	1,000	4,000	4,000	
08-520-51200-54385	Office	32,288	1,551	33,839	38,687	
08-570-51200-54335	General Salaries	(79)	79	0	150,236	
08-570-51200-55045	General Repairs	14,538	(14,538)	0	0	
08-570-51200-59010	Testing and Sampling	31,317	(31,317)	0	0	
08-570-51200-59115	Meter Reading	10,997	(10,997)	0	0	
08-570-51200-59180	Utility Markings	5,709	(5,709)	0	0	
08-570-51200-59190	Treatment Plant R & M	44,144	106,078	150,222	0	
08-570-51200-59295	Water Meters Moved	0	0	0	0	
08-570-51200-59715	Distribution System R & M	24,410	(24,410)	0	0	
08-570-51200-50200	Overtime	12,493	12,507	25,000	20,000	
	Total	178,817	34,244	213,061	212,924	
PR Taxes						
08-520-50300-54065	Payroll Taxes	13,235	3,810	17,045	16,289	
08-520-50300-54075	Unemployment Taxes	669	31	700	500	
	Total	13,904	3,841	17,745	16,789	
Employee Benefits						
08-520-50300-54025	Health Care Costs	31,187	22,442	53,629	48,708	
08-520-50300-54023	Life Insurance	0	0	0	0	
08-520-50300-54060	Workers Comp. Insurance	7,772	(7,772)	0	9,500	
08-520-50300-54045	Long Term Care	0	0	0	0	
08-520-50300-54055	Retirement - Employer Contribution	37,158	(1,733)	35,425	35,800	
	Total	76,117	12,937	89,054	94,008	
General Operating Expense						
08-570-50400-54235	Contractual	0	0	0	3,000	
08-570-50400-55045-01	Miscellaneous Expense	0	0	0	0	
08-570-50400-59040	General Repairs	222	1,778	2,000	0	
08-570-50400-59260-01	Utilities	36,397	16,603	53,000	54,000	
08-570-50400-54145	Gasoline and Oil	2,793	1,107	3,900	3,900	
08-570-50400-59260-00	Contributions	375	14,625	15,000	15,000	
08-570-50400-59268	Vehicle R & M	3,829	2,171	6,000	5,000	
08-570-50400-54222-00	Water Tank Maintenance	28,318	2,182	30,500	30,500	
08-570-50400-56620	Training and Education	0	1,300	1,300	1,500	
08-520-50400-54220	Employee Relations	0	1,000	1,000	3,500	
	Convention	0	1,500	1,500	2,500	
	Total	71,934	42,266	114,200	118,900	
					Handheld Maintenance Contract (1/3 cost share)	
					Part of Operating Expense	
					Reduced due to newer vehicles	
					Actual plus a 10% increase	
					Actual Allocation plus 10% increase	

Town of Thurmont Maryland
 Fiscal Year 17/18 Draft Budget
 For the Period July 1, 2017 to June 30, 2018

	Year To Date at 03/31/2017	FY17 Budget	Variance	FY18 Budget	Notes
5/2/2017				131,409	
<u>Water</u>					
<u>Capital Budget</u>					
<u>Capital Funding</u>					
<u>Sources</u>					
Operating budget				131,409	
	0	0	0		
Total Capital Funding	0	0		131,409	
<u>Water Fund</u>					
<u>Capital Expenditures</u>					
08-590-50100-54010	40,406	80,000	39,594	10,000	
Construction in Progress Water Softener Well #3					
08-590-50100-54020	36,939	46,000	9,061	0	
Capital Expenditures Well #7 Building Repair				15,000	
Wiring of Well #7				43,000	
Meter Inventory Replacement				8,000	
Treatment Plant Flow Meters				6,500	
08-590-50100-54015	0	0	0	0	
Depreciation Expense					
08-590-50200-54005	0	0	0	0	
Amortization Expense					
	77,345	126,000	48,655	82,500	
Total Capital Expenditures					
Total Revenue over/under Expenditures	58,401	64,909		48,909	

Proposed Town of Thurmont Capital Improvement Schedule

FY 2018-2021

WATER

Category	Priority	Estimated Cost	Capital Savings Balance	New Fiscal Year 18	Fiscal Year 19	Fiscal Year 20	Fiscal Year 21	Under / Over	Notes
Water Softener Well 3		\$110,000	\$70,000	\$10,000	\$10,000	\$10,000	\$10,000	(\$30,000)	
Replace South Pumping Station		\$75,000	\$75,000	\$0				\$0	
Phase I Water Distribution Systems Improvements		\$656,000	\$222,112					(\$433,888)	\$593,250. Construction Cost and \$62,000 Const. Mgmt.
Residential Water Meter Upgrade Prjt	2	\$8,000	\$8,000	\$0				\$0	Completion of project in FY 18
Well # 7 Building Repair		\$15,000	\$0	\$15,000				\$0	Shingles, roof, soffit
Wiring of Well # 7		\$43,000	\$0	\$43,000				\$0	Transfer switch wiring so emergency
			\$0	\$0				\$0	Portable generator can be operated
Meter Inventory Replacement		\$8,000	\$0	\$8,000				\$0	Replace Inventory
Treatment Plant Flow Meters		\$6,500	\$0	\$6,500				\$0	Treatment Plant #3
SUBTOTAL		\$921,500	\$375,112	\$82,500	\$10,000	\$10,000	\$10,000	(\$463,888)	

Town of Thurmont Maryland						
Fiscal Year 17/18 Draft Budget						
For the Period July 1, 2017 to June 30, 2018						
		Year To Date at 03/31/2017	FY17 Budget	Variance	FY18 Budget	Notes
5/2/2017						
	Wastewater Fund					
	Revenues					
	Charges for Service					
06-410-43110	Sewer Service Fees	1,248,602	1,575,135	326,533	1,614,988	
06-410-43200	Re-Connection Charges	-	-	-	-	
	Total	1,248,602	1,575,135	326,533	1,614,988	
	Charges for Building					
06-430-43300	Connection Fees	29,788	-	(29,788)	-	
06-430-43310	Impact Fees	-	-	-	-	
	Total	29,788	-	(29,788)	-	
	Contract Work					
06-440-43400	Income Contract Work	-	-	-	-	
06-440-43410	Transfer Income	-	-	-	-	
	Total	-	-	-	-	
	Miscellaneous Revenue					
06-450-43520	Cash Over Or Short	-	-	-	-	
06-450-43540	Late Charges	9,943	13,000	3,057	13,000	
06-450-43530	Interest Income -Savings	762	1,500	738	1,200	
06-450-43550	Inter Fund Appropriation	-	-	-	-	
	Total	10,705	14,500	3,795	14,200	
	Other Revenue					
06-450-44500-43551	Sale of Assets	-	-	-	-	
06-490-49999	Use of Prior Yr. Fund Balance	-	-	-	-	
	Total	-	-	-	-	
	Grants					
06-480-44800	State Grants	30,000	-	(30,000)	30,000	
06-480-44830	Federal Grants	-	-	-	-	
	Total	30,000	-	(30,000)	30,000	
	Total Revenues	1,319,095	1,589,635	270,540	1,659,188	

Town of Thurmont Maryland						
Fiscal Year 17/18 Draft Budget						
For the Period July 1, 2017 to June 30, 2018						
5/2/2017	Year To Date at 03/31/2017	FY17 Budget	Variance	FY18 Budget	Notes	
Material & Supplies						
06-570-50400-59005	Chemicals	21,352	(11,352)	10,000	25,000	(Change name to Plant Chems. Supplies) Alum. Methane & Polymer
06-570-50400-59030-01	General Plant R & M	24,435	20,565	45,000	40,000	
06-570-50400-59160-01	Pump/Mte Repair	5,074	4,926	10,000	5,000	
06-570-50400-59160-00	Pumping Station Maintenance	-	-	-	-	
06-570-50400-59200-01	Sewer & Service Line	2,331	12,669	15,000	7,500	
06-570-50400-59230-01	Tests	-	-	-	8,100	(Change name to Lab Testing)
	Total	53,192	26,808	80,000	85,600	
Administrative Expenses						
Dues and Subscriptions						
06-570-50400-54095	Advertising	248	500	252	1,000	
06-570-50400-59130	Office Expense	13,382	25,000	11,618	20,000	
06-570-50400-59215	Credit Card Processing Fees	7,529	6,400	(1,129)	7,000	Cost sharing with other funds
06-520-50400-54105	Telephone	-	2,000	2,000	6,000	
06-570-50400-59020	Bad Debt Expense	-	-	-	2,000	
06-570-50400-59020	Collection Expense	-	-	-	-	
06-570-56100-56515	Insurance	21,996	26,250	4,254	27,000	
	Total	43,155	16,995	60,150	63,500	
Professional Fees						
06-520-50500-54305	Audit	7,214	6,000	(1,214)	4,000	
06-520-50500-54310	Engineering	-	2,000	2,000	2,000	
06-520-50500-54315	Legal	-	2,000	2,000	2,000	
06-520-50500-54320	Professional Services	7,410	4,000	(3,410)	7,000	
	Total	14,624	(624)	14,000	15,000	
Other Expense						
06-520-50400-54085	Admin. Fee-Bonds Payable	-	-	-	-	
06-570-50400-59085	Interest Paid-Bond	-	-	-	-	
06-520-50400-54215	Interest Paid	100,466	86,553	(13,913)	94,171	
06-520-50400-59086	Debt Service	431,621	325,126	(106,495)	513,742	This includes the \$77,000 for repayment for jet vac truck
06-590-59999-59999	Due to General Fund	-	-	-	-	
	Total	532,087	(120,408)	411,679	607,913	
	Total Operating Expenditures	1,126,043	62,695	1,188,738	1,406,379	
	Operating Revenue over/under Expenditures	193,052		400,897	252,809	

Town of Thurmont Maryland						
Fiscal Year 17/18 Draft Budget						
For the Period July 1, 2017 to June 30, 2018						
		Year To Date at 03/31/2017	FY17 Budget	Variance	FY18 Budget	Notes
5/2/2017	<u>Wastewater</u>					
	<u>Capital Budget</u>					
	<u>Capital Funding</u>					
	<u>Sources</u>					
	Operating Budget				252,809	
	Total Capital Funding	-	-	-	252,809	
	<u>Wastewater Fund</u>					
	<u>Capital Expenditures</u>					
06-590-50100-54010	Construction in Progress	390,399	129,000	(261,399)		
	Collection System Rehab				25,000	
	Replace CCV Truck				20,000	
	Aeration Eng. and Design Study				100,000	
	Plant Equipment				10,000	
06-590-50100-54020	Capital Expenditures	323,696	177,725	(145,971)		
	Control Panel Well #7				7,725	
	Reactor Air Diffusers				5,600	
	GIS Upgrades				10,000	
	Backup Electrical Feed				8,500	
06-590-50100-54015	Depreciation Expense	-	-	-	-	
06-590-50200-54005	Amortization Expense	-	-	-	-	
	Total Capital Expenditures	714,095	306,725	(407,370)	186,825	
	Total Revenue over/under Expenditures					
		(521,043)	94,172		65,984	

Proposed Town of Thurmont Capital Improvement Schedule
FY 2018-2021

04/04/2017 Draft

WASTEWATER

Category	Priority	Estimated Cost	Capital Savings Balance	New Fiscal Year 18	Fiscal Year 19	Fiscal Year 20	Fiscal Year 21	Under / Over	Notes
Plant Equipment		\$284,272	\$274,272	\$10,000				\$0	Replace or repair equipment plant upgrades Phase IV if needed-used \$2,100 FY17 as of 3/2017
Engineering		\$150,000	\$150,000	\$0				\$0	
Lab		\$10,000	\$10,000	\$0				\$0	
Reactor Tank Mixers		\$20,000	\$20,000	\$0				\$0	
Collection System Rehab		\$125,000	\$100,000	\$25,000				\$0	Based on contractors estimate
Replace CCV Truck		\$300,000	\$40,000	\$20,000				(\$240,000)	
Reactor, Aeration Eng. & Design Study		\$100,000	\$0	\$100,000				\$0	\$100,000. to begin project
Control Panel Well 7 Pump Station		\$7,725	\$0	\$7,725				\$0	
Reactor Air Diffusers		\$5,600	\$0	\$5,600				\$0	Improve air pattern throughout basin
GIS Upgrade		\$10,000	\$0	\$10,000				\$0	Thurmont's GIS system
Backup Electrical Feed		\$8,500	\$0	\$8,500				\$0	Power SCADA system
								\$0	
								\$0	
SUBTOTAL		\$1,021,097	\$594,272	\$186,825	\$0	\$0	\$0	(\$240,000)	

Town of Thurmont Maryland						
Fiscal Year 17/18 Draft Budget						
For the Period July 1, 2017 to June 30, 2018						
5/2/2017	Year To Date at 03/31/2017	FY17 Budget	Variance	FY18 Budget	Notes	
Electric Fund						
Expenditures						
General Operating Expense						
	Contractual	0	0	3,000	Handheld Maintenance Contract (1/3 cost share)	
09-570-50400-59260	Vehicle Repairs and Maint.	12,225	13,775	20,000		
09-570-50400-55105-01	Gasoline and Oil	7,883	8,200	8,200		
	Utilities	0	0	9,000	Currently charged to Office Expense	
09-570-50400-59115	Meter Reading	2,135	0	0		
09-520-50400-54220	Convention	0	2,000	4,000		
09-570-50400-59035	East Main St Warehouse	0	0	0		
09-570-50400-54222	Training and Education	1,600	500	2,000	ARC & Safety Training	
09-520-50400-56620	Employee Relations	0	1,000	6,300		
	Total	23,843	37,700	52,500		
Material & Supplies						
09-570-50400-59150-01	Overhead Conductors	0	0	0		
09-570-50400-59185-01	Replace Transformers	0	0	0		
09-570-50400-54335-01	Operating Materials and Supplies	14,960	3,000	20,000	Airgas Co.	
09-570-50400-59605-01	Main Line Transformers	3,922	0	3,000		
09-570-50400-55045-01	Equipment R & M	4,790	6,000	6,000		
09-570-50400-55075-01	Street Light Stock	10,824	30,000	30,000	Continue upgrade to LED lighting	
09-570-50400-59195-01	Service Maintenance	10,316	25,000	20,000	Include tree maintenance	
09-570-50400-59160-01	Meters Repairs and Maintenance	18,335	21,000	7,000		
09-570-50400-59695-01	Remove and Trim Trees	0	5,000	0	Part of routine maintenance	
09-570-50400-59155-01	Poles	5,845	8,000	6,000		
	Total	68,992	98,000	92,000		
Administrative Expenses						
Dues and Subscriptions						
09-570-50400-54095	Advertising	1,593	1,000	1,000	Position advertisement	
09-520-50400-54105	Bad Debt Expense	0	2,000	2,000		
09-570-50400-59020	Collection Expense	(1,289)	1,000	1,000		
09-570-50400-59130	Office Expense	65,090	35,000	20,000	Reallocated CC fees to all funds	
	Credit Card Processing Fees	0	0	24,000		
09-570-50400-59170	Rent in Lieu of Taxes	0	36,000	36,000		
09-570-50400-59215	Telephone	9,212	9,000	13,660	Wireless previously charged to office expense	
09-570-56100-56515	Insurance	23,815	52,500	30,000	Largest payment at beginning of year - future minimal	
09-570-50400-54145	Contributions	375	15,000	15,000		
	Total	98,796	151,500	144,660		
Professional Fees						
09-520-50500-54305	Audit	27,237	23,000	17,500	Budgeted less this year- audit cost fixed, no further costs	
09-520-50500-54310	Engineering	36,857	40,000	40,000	More of Downes charged to Engineer than Professional this year	
09-520-50500-54315	Legal	3,725	15,000	15,000		
09-520-50500-54320	Professional Services	52,711	125,000	139,000	Cost of Service Study, Moser Road and Main St. Maint. Testing	
	Total	120,530	203,000	211,500	Budget Forecast Analysis	

Town of Thurmont Maryland
Fiscal Year 17/18 Draft Budget
For the Period July 1, 2017 to June 30, 2018

	Year To Date at 03/31/2017	FY17 Budget	Variance	FY18 Budget	Notes
5/2/2017					
<u>Electric</u>					
<u>Capital Budget</u>					
<u>Capital Funding Sources</u>					
Operating budget				307,122	
Total Capital Funding	0	0		307,122	
<u>Electric</u>					
<u>Capital Expenditures</u>					
09-590-50100-54010	59,497	25,000	(34,497)		
Relocate Main Street Sub St Design and Engineer				25,000	
Moser Road Sub Station Testing				22,000	
Main Street Sub Station Testing				12,000	
F5 Circuit Extension				60,000	
Continuation of F4, Ph. 2B & 2C				88,000	
09-590-50100-54020	75,632	220,000	144,368		
Capital Expenditures					
Meter Inventory				38,000	
Front Bumper Winch Package				24,700	
09-590-50100-54015	0	0	0	0	
Depreciation Expense					
09-590-50200-54005	0	0	0	0	
Amortization Expense					
Total Capital Expenditures	135,129	245,000		269,700	
Total Revenue over/under Expenditures	60,380	427,793		37,422	

Proposed Town of Thurmont Capital Improvement Schedule
FY 2018-2021

04/04/2017 Draft

ELECTRIC

Category	Priority	Estimated Cost	Capital Savings Balance	New Fiscal Year 18	Fiscal Year 19	Fiscal Year 20	Fiscal Year 21	Under / Over	Notes
Public Works Building		\$75,000	\$75,000	\$0				\$0	1/2 of total Cost -to be shared w/ Streets Dept.
Small Bucket Truck		\$155,000	\$155,000	\$0				\$0	Funded out of Electric Loan
Relocate Main St. Sub - Design & Eng.		\$175,000	\$75,000	\$25,000	\$25,000	\$25,000	\$25,000	\$0	
Moser Road Sub Station Testing		\$22,000	\$0	\$22,000				\$0	Downes and Associates
Main Street Sub Station Testing		\$12,000	\$0	\$12,000				\$0	Downes and Associates
Extension of F5 Circuit-Pryor Road		\$60,000	\$0	\$60,000				\$0	This can be funded by electric loan
Continuation of F4 , Phase 2B & 2C		\$588,000	\$0	\$88,000				(\$500,000)	Possible part funded by current loan and financed
Plate-Compactor-and-trenching-bucket		\$0	\$0	\$6,300				\$0	For-Bobcat-mini-X
Meter Inventory		\$38,000	\$0	\$38,000				\$0	Radio read
Front bumper winch package		\$24,700	\$0	\$24,700				\$0	For Derick truck
SUBTOTAL		\$1,149,700	\$305,000	\$269,700	\$25,000	\$25,000	\$25,000	(\$500,000)	