



TOWN OF  
**Poolesville**  
MARYLAND

**FY 2017 Close-Out**

Adopted August 7, 2017

# **THE TOWN OF POOLSVILLE**

## **FY 2017 Close-Out**

### **Executive Summary**

Adopted August 7, 2017

Printed: 29-Aug-17

#### **Annual Budget Closes Out Above Projections**

The Town of Poolesville's Annual Budget is the most important document the Town produces. It outlines the Town's spending plan and priorities for the fiscal year, which runs from July 1st to June 30th. Each year, the Town's budget is developed in conjunction with the Commission President, Town Manager and all Town departments. The Commissioners of Poolesville are pleased to present to you the FY 2017 Budget Close-Out.

As projected at the 2016 year-end close, there was an increase in the General Fund revenue for the fiscal year that ended June 30, 2017. Annual revenues grew by 16% above budgeted figures for the fiscal year, due to the State's correction in the Income Tax collection process. General Fund expenditures fell within 3% of budgeted figures, with a grant to the Water/Wastewater Fund creating the expenditure exceedance.

The Water and Wastewater Fund fell 2% short of expected revenues, while expenditures exceeded 4% of the budgeted projections. Overages in this fund were due to sludge disposal, salaries and electricity costs.

The adopted budget for the new fiscal year that began July 1, 2017 includes General Fund Revenue growth that is consistent with the actual revenues seen in this year-end report.

During the year, the following amendments were adopted:

Account # 2010

- During the FY2018 Budget process added \$10,000 to the pole barn project.

Account # 2020

- During the FY2018 Budget process added \$10,000 towards the purchase of a new truck

Account # 2035

- Received a \$43,109 Parks and Playground Grant

Account # 2040

- Budget amendment 8/15/2016, added \$120,000 to road paving project

Account # 3130

- During the FY2018 Budget process, added \$20,000 to equipment replacement

Account # 3150

- During the FY2018 Budget process, added \$50,000 to major equipment rebuild/replace

Account # 3167

- Budget amendment 5/22/2017, added \$35,000 to the sewer jet purchase

Account # 565

- Budget amendment 2/21/2017, added \$5,875 to the 150<sup>th</sup> events and \$1,000 for a shredder truck

A detailed breakdown of the 2017 fiscal year close-out can be found in the accompanying report. The Administration has continued to execute the annual Town budget that is not only fiscally conservative but also continues to move the Town forward to achieve the Goals and Objectives of the Commissioners.

*D. Wade Yost*  
Town Manager

# THE TOWN OF POOLSVILLE

## FY 2017 Close-Out

### FINANCIAL FORECAST: FY 18 Bgt. THROUGH FY 22

Adopted August 7, 2017

Printed: 29-Aug-17

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

Item	FY 16 Actual	FY 17 Budget	FY 17 Close-Out	FY 18 Budget
<b>Revenue</b>	<b>3,656,632</b>	<b>3,038,339</b>	<b>3,601,321</b>	<b>3,478,478</b>
Funding: General Projects	(412,590)	(477,000)	(528,983)	(684,350)
Funding: Water / Wastewater Projects	(422,760)	(321,000)	(426,000)	(373,500)
Sub-Total: Capital Projects	(835,350)	(798,000)	(954,983)	(1,057,850)
Operating Expenses	(2,345,372)	(2,236,804)	(2,306,825)	(2,415,350)
<b>Total Annual Expenditures</b>	<b>(3,180,722)</b>	<b>(3,034,804)</b>	<b>(3,261,808)</b>	<b>(3,473,200)</b>
<b>Annual Balance</b>	<b><u>\$475,910</u></b> 13.0%	<b><u>\$3,535</u></b> 0.1%	<b><u>\$339,513</u></b> 9.4%	<b><u>\$5,278</u></b> 0.2%

**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 2017 Close-Out and the Current Five-Year Plan for Funding Capital Projects

Item	FY 19	FY 20	FY 21	FY 22
<b>Revenue</b>	<b>3,583,682</b>	<b>3,690,944</b>	<b>3,784,977</b>	<b>3,880,471</b>
Funding: General Projects	(648,250)	(626,700)	(656,500)	(646,000)
Funding: Water / Wastewater Projects	(401,000)	(486,000)	(456,000)	(510,000)
Sub-Total: Capital Projects	(1,049,250)	(1,112,700)	(1,112,500)	(1,156,000)
Operating Expenses	(2,504,446)	(2,554,418)	(2,645,283)	(2,697,059)
<b>Total Annual Expenditures</b>	<b>(3,553,696)</b>	<b>(3,667,118)</b>	<b>(3,757,783)</b>	<b>(3,853,059)</b>
<b>Projected Balances</b>	<b><u>\$29,986</u></b> 0.8%	<b><u>\$23,826</u></b> 0.6%	<b><u>\$27,194</u></b> 0.7%	<b><u>\$27,412</u></b> 0.7%

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

Item	FY 16 Actual	FY 17 Budget	FY 17 Close-Out	FY 17 Budget
Unspent Funds: General Projects	690,006	230,528	502,840	607,091
Unspent Funds: W & WW Projects	1,354,140	920,424	1,375,059	802,946
Sub-Total: Unspent Capital Funding	2,044,146	1,150,952	1,877,899	1,410,037
<b>Unrestricted Reserve (Genl Fund)</b>	<b>697,871</b>	<b>516,520</b>	<b>837,384</b>	<b>842,662</b>
<b>Balance (Water / Wastewater Fund)</b>	<b>90</b>	<b>(20,624)</b>	<b>27</b>	<b>(87,586)</b>
Restricted Funds	80,823	100,823	158,435	158,435
<b>Total Financial Reserves On-Hand</b>	<b><u>\$2,822,930</u></b>	<b><u>\$1,747,671</u></b>	<b><u>\$2,873,745</u></b>	<b><u>\$2,323,548</u></b>

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

Item	FY 19	FY 20	FY 21	FY 22
Unspent Funds: General Projects	519,341	1,034,841	771,341	1,259,341
Unspent Funds: W & WW Projects	974,446	1,295,446	1,353,446	1,763,446
Sub-Total: Unspent Capital Funding	1,493,787	2,330,287	2,124,787	3,022,787
<b>Unrestricted Reserve (Genl Fund)</b>	<b>872,647</b>	<b>896,473</b>	<b>923,666</b>	<b>951,078</b>
<b>Balance (Water / Wastewater Fund)</b>	<b>(175,199)</b>	<b>(262,812)</b>	<b>(350,425)</b>	<b>(438,038)</b>
Restricted Funds	158,435	158,435	158,435	158,435
<b>Total Financial Reserves On-Hand</b>	<b><u>\$2,349,671</u></b>	<b><u>\$3,122,383</u></b>	<b><u>\$2,856,464</u></b>	<b><u>\$3,694,262</u></b>

**Notes**

[1] Part 2[a] of Poolsville'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 POOLSVILLE

## FY 2017 Close-Out

### RESTRICTED FUNDS and CASH SUMMARIES

Adopted August 7, 2017

Printed: 29-Aug-17

Ref. Page	Item or Description	Y/E 06/30/16 FY 16 Actual	Y/E 06/30/17 FY 17 Budget	Y/E 06/30/17 FY 17 Close-Out	Y/E 06/30/18 FY 18 Budget
<b>RESTRICTED FUNDS</b>					
Note	<b>Chesapeake Bay Restoration Fee</b>				
	Funds Collected With Water Bills	111,645	100,000	118,252	111,645
	Admin Fee	(5,582)	(5,000)	(5,602)	(5,582)
[4]	Paid To Maryland	(106,063)	(95,000)	(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>
	<b>Sewer Connection Fee</b>				
	Funds Collected		0	36,348	0
	Balance Forward	0	0	0	16,348
	Funds Allocated	0	0	(20,000)	0
	<b>Closing Balance: Year End</b>	<b>0</b>	<b>0</b>	<b>16,348</b>	<b>16,348</b>
	<b>Development Recreation Fee</b>				
	Funds Collected	29,180	0	0	0
	Balance Forward	0	29,180	29,180	29,180
	Funds Allocated	0	0	0	0
	<b>Closing Balance: Year End</b>	<b>\$29,180</b>	<b>\$29,180</b>	<b>\$29,180</b>	<b>\$29,180</b>
	<b>Community Events Roll-Over Funds</b>				
	Funds Collected	15,114	0	28,765	0
	Balance Forward	11,022	14,381	14,381	9,378
	Funds Allocated	(11,755)	0	(33,769)	0
	<b>Closing Balance: Year End</b>	<b>\$14,381</b>	<b>\$14,381</b>	<b>\$9,378</b>	<b>\$9,378</b>
	<b>Economic Development</b>				
	Funds transferred		0	0	
	Balance Forward	9,535	3,205	3,205	3,205
	Funds Allocated	(6,330)	0	0	0
	<b>Closing Balance: Year End</b>	<b>\$3,205</b>	<b>\$3,205</b>	<b>\$3,205</b>	<b>\$3,205</b>
	<b>Senior Program</b>				
	Funds Collected	30,481	0	0	0
	Balance Forward	18,783	0	0	0
	Funds Allocated	(49,264)	0	0	0
	<b>Closing Balance: Year End</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
	<b>Reforestation Fees</b>				
	Fees Collected	1,960		44,039	
	Balance Forward	14,114	16,074	16,074	39,221
	Funds Allocated	0	0	(20,892)	0
	<b>Closing Balance: Year End</b>	<b>\$16,074</b>	<b>\$16,074</b>	<b>\$39,221</b>	<b>\$39,221</b>
	<b>Speed Camera Revenue</b>				
	Fees Collected	26,484	20,000	31,870	0
	Balance Forward	499	17,983	17,983	49,853
	Funds Allocated	(9,000)	0	0	0
	<b>Closing Balance: Year End</b>	<b>\$17,983</b>	<b>\$37,983</b>	<b>\$49,853</b>	<b>\$49,853</b>
	<b>Development Funds</b>				
	<b>Kettler Proffer</b>				
	Fees Collected	7,500	10,000	21,250	0
	Balance Forward	7,500	0	0	11,250
	I&I Loan	(15,000)	(10,000)	(10,000)	0
	<b>Closing Balance: Year End</b>	<b>\$0</b>	<b>\$0</b>	<b>\$11,250</b>	<b>\$11,250</b>
	<b>Transfers From Restricted Funds</b>				
	For General Fund	(82,349)	0		
	For General Capital Projects	(9,000)	0		0
	For W/WW Capital Projects	0	0	0	0
	<b>Closing Balance - All Restricted Funds (Not Including Bay Restoration Funds)</b>	<b>\$80,823</b>	<b>\$100,823</b>	<b>\$158,435</b>	<b>\$158,435</b>

**SUMMARY OF CASH ASSETS AT YEAR END**

Ref. Pg.	General Fund				
5	Unrestricted Funds at Year End	697,871	516,520	837,384	842,662
5	Accumulated Unspent Funds for Capital Projects	690,006	230,528	502,840	607,091
	<b>Total Funds on Hand</b>	<b>\$1,387,877</b>	<b>\$747,048</b>	<b>\$1,340,224</b>	<b>\$1,449,753</b>
	<b>Water and Wastewater Fund</b>				
21	Unrestricted Funds at Year End	90	(20,624)	27	(87,586)
21	Accumulated Unspent Funds for Capital Projects	1,354,140	920,424	1,375,059	802,946
	<b>Total Funds on Hand</b>	<b>\$1,354,230</b>	<b>\$899,800</b>	<b>\$1,375,086</b>	<b>\$715,360</b>
2	<b>Restricted Funds</b>				
	Top of Page	\$80,823	\$100,823	\$158,435	\$158,435
3	<b>Impact Fees</b>				
	Gen. Fund Impact Fee Balance at Year End	\$61,683	\$141,652	\$71,674	\$152,999
	W & WW Impact Fee Balance at Year End	\$404,552	\$611,201	\$507,232	\$718,687
	<b>TOTAL CASH ASSETS AT YEAR END</b>	<b>\$3,289,165</b>	<b>\$2,500,524</b>	<b>\$3,452,651</b>	<b>\$3,195,234</b>

**Notes**

- [1] The upper part of this page presents activity in the various Restricted Funds maintained by the Town.
- [2] The lower part of the page is a summary of all cash on hand, in the General Fund (Unrestricted and allocated to Capital Projects), in the Water and Wastewater Fund (Unrestricted and allocated to Capital Projects), and in Restricted Funds.
- [3] Included in the Accumulated Funds for Capital Projects (both General and Water/Wastewater) are the accumulated unspent Impact Fees on hand. See page 3 for those amounts and details.
- [4] 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. These funds are collected by the Town and then paid directly to The State agency of Maryland Bay Restoration Fund, a State agency, less a 5% administrative fee. Although this is a mandated public program, the State has advised this is not a "Tax" and is therefore not an eligible deduction on individual income tax returns.

# THE TOWN OF POOLESVILLE

## FY 2017 Close-Out

### SCHEDULE of IMPACT FEES

Adopted August 7, 2017

Printed: 29-Aug-17

Acct No.	Item or Description	Pct.	FY 16 Actual	FY 17 Close-Out	FY 18 Bgt. Budget	----- Forward Planning Cycle -----			
						FY 19	FY 20	FY 21	FY 22
	Number of New Homes (in Fiscal Year)		6	19	30	30	30	30	25
	Impact Fee per New Home		11,914	12,116	12,322	12,531	12,744	12,961	13,181
	Number of New Townhomes		17	0	0	0	0		
	Impact Fee per New Townhome		8,028	8,165	8,303	8,444	8,588		
	<b>Total Impact Fees: New Homes</b>		<b>207,963</b>	<b>230,204</b>	<b>369,659</b>	<b>375,943</b>	<b>382,334</b>	<b>388,834</b>	<b>329,537</b>
	Other Impact Fees								
	<b>Total: All Impact Fees</b>		<b>\$207,963</b>	<b>\$230,204</b>	<b>\$369,659</b>	<b>\$375,943</b>	<b>\$382,334</b>	<b>\$388,834</b>	<b>\$329,537</b>
4005	Recreation	17.0%	35,354	39,135	62,842	63,910	64,997	66,102	56,021
	Public Facilities	5.0%	10,398	11,510	18,483	18,797	19,117	19,442	16,477
4000	<b>Total: General Fund Capital Projects</b>	<b>22.0%</b>	<b>\$45,752</b>	<b>\$50,645</b>	<b>\$81,325</b>	<b>\$82,707</b>	<b>\$84,114</b>	<b>\$85,544</b>	<b>\$72,498</b>
1110	Water System	48.0%	99,822	110,498	177,436	180,453	183,521	186,640	158,178
1120	Wastewater System	30.0%	62,389	69,061	110,898	112,783	114,699	116,650	98,861
1100	<b>Total: Water/Wastewater Capital Projects</b>	<b>78.0%</b>	<b>\$162,211</b>	<b>\$179,559</b>	<b>\$288,334</b>	<b>\$293,236</b>	<b>\$298,220</b>	<b>\$303,290</b>	<b>\$257,039</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 data 2009 adopted fee schedule.
- [3] Impact Fee reimbursements are for Brightwell Crossing and Stoney Springs for the installation of well and park systems.

**Allocation and Expenditure of Impact Fees**

General Projects		FY 16 Actual	FY 17 Close-Out	FY 18 Bgt. Budget	----- Forward Planning Cycle -----				
		FY 19	FY 20	FY 21	FY 22				
2030	<b>Public Facility</b>								
	New/Carried forward from Prior Years	27,594	11,510	18,483	18,797	19,117	19,442	16,477	
	Reimbursement to General Fund								
	Actual / Projected Expenditures	(15,000)							
2035	<b>Recreation Programs</b>								
	<b>b. New Park Systems</b>								
	New/Carried forward from Prior Years	57,324	39,135	62,842	63,910	64,997	66,102	56,021	
	Allocation of Impact Fees								
	Actual / Projected Expenditures								
	Reimbursement to Developers	(8,235)	(40,654)						
	<b>General Fund Impact Fee Totals</b>	<b>\$61,683</b>	<b>\$71,674</b>	<b>\$152,999</b>	<b>\$235,706</b>	<b>\$319,820</b>	<b>\$405,364</b>	<b>\$477,862</b>	
Water & Wastewater Projects		FY 16 Actual	FY 17 Close-Out	FY 18 Bgt. Budget	----- Forward Planning Cycle -----				
		FY 19	FY 20	FY 21	FY 22				
3130	<b>Well Implementation</b>								
	New/Carried forward from Prior Years	271,948	110,498	177,436	180,453	183,521	186,640	158,178	
	Reimbursement to Developers								
	Allocation of Impact Fees								
	Actual / Projected Expenditures								
3150	<b>Wastewater Treatment</b>								
	Carried forward from Prior Years	209,483	69,061	110,898	112,783	114,699	116,650	98,861	
	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>\$404,552</b>	<b>\$507,232</b>	<b>\$718,687</b>	<b>\$935,045</b>	<b>\$1,156,386</b>	<b>\$1,382,797</b>	<b>\$1,562,957</b>	
Impact Fee Balances On Hand									
General Fund Impact Fees									
	On Hand at Start of Fiscal Year	39,166	61,683	71,674	152,999	235,706	319,820	405,364	
	New Impact Fees Received	45,752	50,645	81,325	82,707	84,114	85,544	72,498	
	Less Fees Expended (actual or Planned)	(23,235)	(40,654)	0	0	0	0	0	
	Gen. Fund Impact Fee Balance at Year End	<b>\$61,683</b>	<b>\$71,674</b>	<b>\$152,999</b>	<b>\$235,706</b>	<b>\$319,820</b>	<b>\$405,364</b>	<b>\$477,862</b>	
Water and Wastewater Fund Impact Fees									
	On Hand at Start of Fiscal Year	319,220	404,552	507,232	718,687	935,045	1,156,386	1,382,797	
	New Impact Fees Received	162,211	179,559	288,334	293,236	298,220	303,290	257,039	
	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>\$404,552</b>	<b>\$507,232</b>	<b>\$718,687</b>	<b>\$935,045</b>	<b>\$1,156,386</b>	<b>\$1,382,797</b>	<b>\$1,562,957</b>	

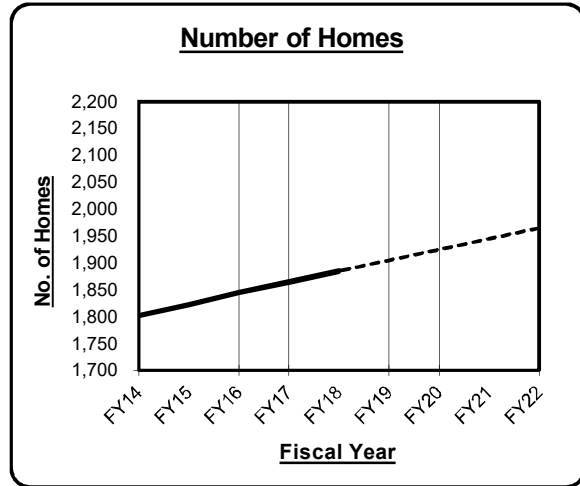
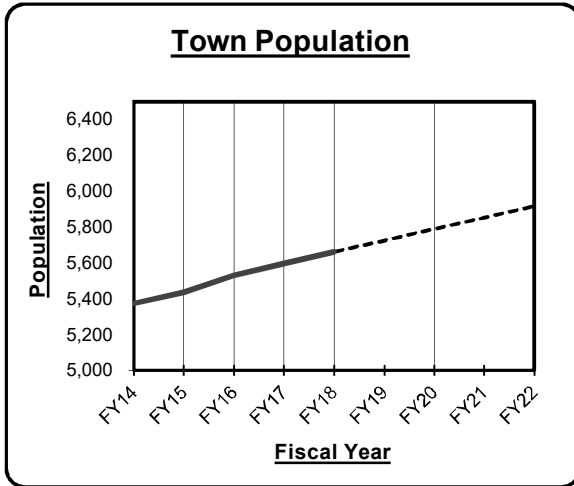
# THE TOWN OF POOLSVILLE

## FY 2017 Close-Out

### **OVERVIEW - Town Population and Public Infrastructure**

Adopted August 7, 2017

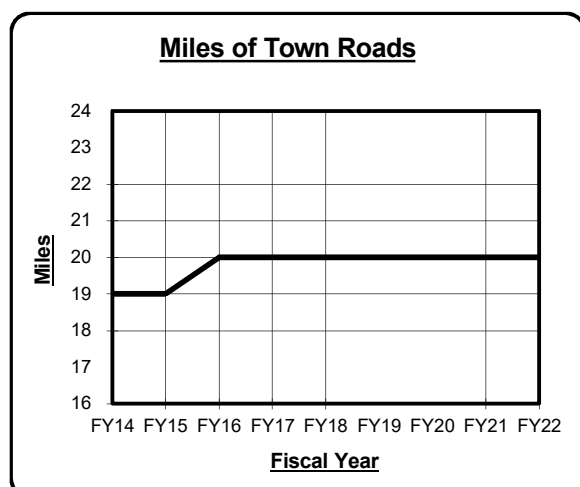
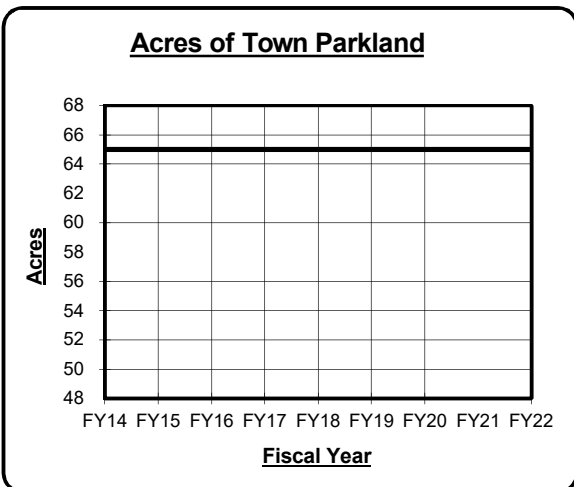
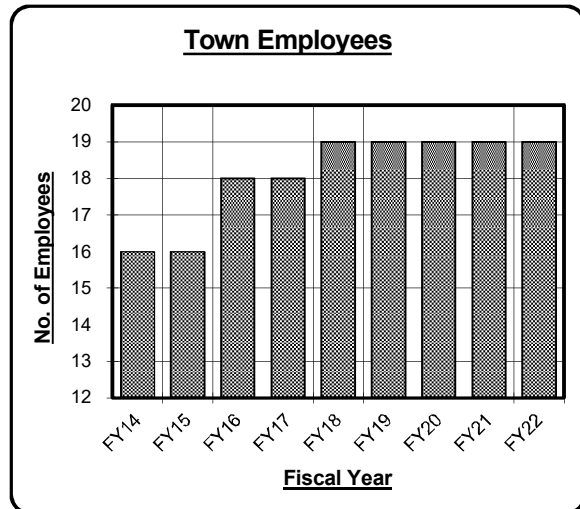
Printed: 29-Aug-17



The population chart reflects the 2010 Census results of 4,883 and a future average growth of approximately 20 houses per year. 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 prospers and grows, the day-to-day operations will require additional personnel to deal with the additional needs of the parks, road maintenance, wells and wastewater treatment.



# THE TOWN OF POOLESVILLE

## FY 2017 Close-Out

### SCHEDULE of OUTSTANDING DEBT

Adopted August 7, 2017

Printed: 29-Aug-17

Item No.	Description	Pay-off Year & Interest Rate	Balance: Y/E 06/30/17	FY 16 Actual	FY 17 Close-Out	FY 18 Bgt. Budget	----- Forward Planning Cycle -----			
							FY 19	FY 20	FY 21	FY 22
<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> Original Loan for \$1,250,000 in 2004 for 20 years. <i>Use of Impact Fees</i>	FY24 - 1.20% [Maryland]	557,683							
3	<b>Wesmond I&amp;I Loan</b> Original Loan for \$1,440,000 in 2007 for 20 years <i>Use of Kettler Proffer</i>	FY27 - 1.0% [Maryland] \$112,500	382,773	76,879	76,879	76,879	76,879	76,879	76,879	76,879
4	<b>Westerly I&amp;I Loan</b> Original Loan for \$2,297,978 in 2013 for 20 years <i>Use of Connection Fees</i>	FY33 - 2.1% [Maryland]	2,088,390	160,179	138,870	151,962	151,962	151,962	151,962	151,962
<b>Sub-total: Water &amp; Wastewater Projects</b>										
Paid From General Funds				\$228,777	\$212,468	\$225,563	\$225,563	\$225,563	\$225,563	\$225,563
Paid From Unrestricted Funds				\$0	\$0	\$0				
Paid From Restricted Funds				\$0	\$91,879	\$86,879	\$86,879	\$76,879	\$76,879	\$76,879
<b>TOTAL: ALL DEBT SERVICE</b>			<b>\$3,028,846</b>	<b>\$320,656</b>	<b>\$319,347</b>	<b>\$312,442</b>	<b>\$312,442</b>	<b>\$302,442</b>	<b>\$302,442</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 POOLSVILLE

## FY 2017 Close-Out

### GENERAL FUND SUMMARY

Adopted August 7, 2017

Printed: 29-Aug-17

Ref. Page	Item or Description	Y/E 06/30/16 FY 16 Actual	Y/E 06/30/17 FY 17 Budget	Y/E 06/30/17 FY 17 Close-Out	Y/E 06/30/18 FY 2018 Budget
<b>General Funds Operating Summary</b>					
5	<b>General Revenue Total</b>	\$3,656,632	\$3,038,339	\$3,601,321	\$3,478,478
<b>General Expenditures</b>					
<b>Funding for Capital Projects</b>					
14	General Capital Projects	(412,590)	(477,000)	(528,983)	(684,350)
26	Water/Wastewater Cap Projs	(422,760)	(321,000)	(426,000)	(373,500)
	Sub-total: Capital Projects	(835,350)	(798,000)	(954,983)	(1,057,850)
5	Operating Expenses	(2,345,372)	(2,236,804)	(2,306,825)	(2,415,350)
	<b>Total: General Expenditures</b>	<b>(\$3,180,722)</b>	<b>(\$3,034,804)</b>	<b>(\$3,261,808)</b>	<b>(\$3,473,200)</b>
<b>Net Operating Balance</b>					
		\$475,910	\$3,535	\$339,513	\$5,278
<b>Unrestricted Funds Carried Forward from Prior Year</b>					
		915,606	712,985	697,871	837,384
<b>Application of Excess Unrestricted Funds</b>					
	For General Capital Projects	(120,000)	0	0	0
	For W/WW Capital Projects	(513,429)	(200,000)	(200,000)	0
	For W/WW Operations	(60,215)		0	
<b>Closing Balance: Genl Funds [Unrestricted Reserve]</b>					
		<b>\$697,871</b>	<b>\$516,520</b>	<b>\$837,384</b>	<b>\$842,662</b>

<b>General Funds Capital Projects Summary</b>					
<b>Funding Balance Carried Forward from Prior Year</b>					
		\$569,225	\$690,006	\$690,006	\$502,840
5	Funding from General Revenues	412,590	477,000	528,983	684,350
3	Funding from Impact Fees	15,000	0	0	0
2	Transfers from Restricted Funds	0	0	0	0
	Internal Transfers	35,000	0	120,000	0
5	Funding from MD Grants, Others	103,278	50,000	43,109	0
<b>Available for Capital Projects</b>					
		<b>\$1,135,093</b>	<b>\$1,217,006</b>	<b>\$1,382,098</b>	<b>\$1,187,190</b>
14	Capital Projects Expenditures	(445,087)	(986,478)	(879,258)	(580,099)
<b>Closing Balance: Capital Projects Funding</b>					
		<b>\$690,006</b>	<b>\$230,528</b>	<b>\$502,840</b>	<b>\$607,091</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:

<u>Buildings and Municipal Facilities</u>	<u>Parks and Recreational Facilities</u>
Town Hall Old Methodist Church, Thrift Shop Wastewater Treatment Plant Seven Sewage Pump Stations	Maintenance Building Eleven Well Houses Equalization Lagoon Stevens Park Halmos Park Bodmer Park Whalen Commons Perkin's Park Campbell Park Wootton Heights Park Brooks Park Old Methodist Cemetery Elgin Park Hoewing Park Lori Gore Park W. Willard Practice Field Collier Circle Pond Dr. Dillingham Park

- [4] See page 17 for Town-owned vehicles.



# THE TOWN OF POOLESVILLE

## FY 2017 Close-Out

### GENERAL FUND REVENUE SUMMARY

Adopted August 7, 2017

Printed: 29-Aug-17

Acct No.	Account Name	Y/E 06/30/16 FY 16 Actual	Y/E 06/30/17 FY 17 Budget	Y/E 06/30/17 FY 17 Close-Out	Y/E 06/30/18 FY 18 Budget
<b>General Revenue</b>					
<b>Part A - External Sources</b>					
111	Property Taxes	1,263,009	1,331,857	1,371,928	1,411,196
112	P/P Property Unincorporated	12,059	6,000	1,976	6,000
113 & 114	P/P Public Utilities / Ordinary Corp.	48,904	45,000	59,760	45,000
311.4	Revenue Sharing	210,634	210,634	228,936	210,634
330.5	Property Tax Grant	1,445	722	722	722
360.1	Income Tax	1,558,013	1,010,000	1,360,066	1,360,000
156	Highway	171,923	184,682	176,289	184,682
222	Franchise / Traders License	62,465	30,000	64,887	30,000
121	Interest Income (120 & 465 )	8,605	5,000	13,499	5,000
223	Building / Plumbing Permits	15,494	20,000	28,158	20,000
482	Senior Program	12,481	0	0	0
412	Zoning / Development Fees	99,572	15,000	53,624	15,000
414	Sale of Town Documents	0	0	0	0
462	Rental Income - Wireless Antennas	169,642	175,000	174,873	182,000
469	Miscellaneous Income	15,154	2,000	57,856	2,000
469A	Private Hook-Up Repayment	1,140	1,244	1,140	1,244
480	Recreation Program	6,092	1,200	7,606	5,000
Sub-total: General Revenue (External Sources)		<b>\$3,656,632</b>	<b>\$3,038,339</b>	<b>\$3,601,321</b>	<b>\$3,478,478</b>
<b>Part B - Internal Transfers</b>					
<b>Application of Excess Unrestricted Funds</b>					
	For General Capital Projects	120,000	0	0	0
	For W/WW Capital Projects	513,429	200,000	200,000	0
	For W/WW Operations	60,215		0	
Sub-total: General Revenue		<b>\$4,350,277</b>	<b>\$3,238,339</b>	<b>\$3,801,321</b>	<b>\$3,478,478</b>
<b>Impact Fee Revenue</b>					
475.1	Recreation	35,353	59,743	39,135	35,350
475.2	Public Facilities	10,398	17,571	11,510	10,400
Sub-total: Impact Fee Revenue		<b>\$45,751</b>	<b>\$77,314</b>	<b>\$50,645</b>	<b>\$45,750</b>
<b>Grants and Designated Funding</b>					
A	Program Open Space/Parks and Playgrounds	103,278	50,000	43,109	0
Sub-total: Grants and Designated Funding		<b>\$103,278</b>	<b>\$50,000</b>	<b>\$43,109</b>	<b>\$0</b>
<b>Restricted Revenue</b>					
470	Rec. Event Funding	15,114	0	28,765	0
457.4	Kettler Proffer	7,500	0	21,250	7,500
468	Reforestation Fees	1,960	0	44,039	0
475.5	Speed Camera Revenue	26,484	20,000	31,870	0
475	Dev. Rec. Fee	29,180	0	0	0
Sub-total: Restricted Revenue		<b>\$80,238</b>	<b>\$20,000</b>	<b>\$125,924</b>	<b>\$7,500</b>
<b>Total: General Fund Revenue</b>		<b>\$4,579,544</b>	<b>\$3,385,653</b>	<b>\$4,020,998</b>	<b>\$3,531,728</b>

**Account Descriptions**

- 111 Property Taxes cover both commercial and residential properties at \$0.1756 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 2017 Close-Out

### GENERAL FUND EXPENSE SUMMARY

Adopted August 7, 2017

Printed: 29-Aug-17

Acct No.	Account Name	Y/E 06/30/16 FY 16 Actual	Y/E 06/30/17 FY 17 Budget	Y/E 06/30/17 FY 17 Close-Out	Y/E 06/30/18 FY 18 Budget
500	Town Administration	193,226	210,892	201,676	212,919
600	Elections	0	6,000	5,537	0
700	Staff Salaries and Benefits	825,167	907,724	839,493	971,553
800	Law	27,870	40,000	25,246	40,000
900	Municipal Buildings & Operations	135,474	110,975	118,505	129,765
1000	Streets, Sidewalks, & Storm Drains	184,090	138,950	141,545	187,050
1100	Parks & Recreation	71,175	68,700	64,692	74,500
1200	Engineering	82,343	40,000	86,587	40,000
1300	Planning & Zoning	807	0	375	0
1400	Public Safety	20,884	28,000	35,275	28,000
1500	Municipal Services	462,157	460,000	479,224	506,000
1600	Grant to Water & Wastewater Fund	114,000	0	96,200	0
1700	Debt Service	228,179	225,563	212,468	225,563
<b>Sub-total: General Fund Operating Expenses</b>		<b>\$2,345,372</b>	<b>\$2,236,804</b>	<b>\$2,306,825</b>	<b>\$2,415,350</b>
2000	Funding for Capital Projects	412,590	477,000	528,983	684,350
3000	Granted for Water & Wastewater Capital Projects	422,760	321,000	426,000	373,500
<b>Sub-total: General Fund Capital Expenses</b>		<b>\$835,350</b>	<b>\$798,000</b>	<b>\$954,983</b>	<b>\$1,057,850</b>
<b>Total: General Fund Expenses</b>		<b>\$3,180,722</b>	<b>\$3,034,804</b>	<b>\$3,261,808</b>	<b>\$3,473,200</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 2017 Close-Out

### GENERAL FUND EXPENSE DETAILS

Adopted August 7, 2017

Printed: 29-Aug-17

Acct No.	Account Name	Y/E 06/30/16 FY 16 Actual	Y/E 06/30/17 FY 17 Budget	Y/E 06/30/17 FY 17 Close-Out	Y/E 06/30/18 FY 18 Budget
<b>500</b>	<b>Town Administration</b>				
505	Executive Meetings and Training	16,166	15,625	14,459	15,625
510	Advertising	1,978	4,200	973	4,200
515	Dues and Subscriptions	13,277	12,922	13,660	13,135
530	Bonding and Employee Training	523	775	1,439	775
540	Accounting and Auditing	24,589	31,200	26,100	32,664
545	Printing and Duplicating	7,179	8,200	8,168	16,200
550	Communications	9,040	8,080	9,886	8,130
555	Office Supplies and Expense	11,014	12,590	12,721	12,590
565	Community Events	43,060	34,700	75,344	44,500
	<b>Use of Roll-Over Funds</b>	<b>(11,754)</b>	<b>0</b>	<b>(33,769)</b>	<b>0</b>
570	Community Goodwill	33,153	35,600	24,893	40,600
575	Economic Development/Marketing	51,330	47,000	47,803	24,500
	<b>Use of Restricted Funds</b>	<b>(6,330)</b>			
<b>Total: Acct 500 Town Administration</b>		<b>\$193,226</b>	<b>\$210,892</b>	<b>\$201,676</b>	<b>\$212,919</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: **On Feb. 21, 2017 a Budget Amendment passed, \$5,875 (150th celebration) and \$1,000 (shredder truck)**
  - Holiday lighting ceremony 7,500
  - Octoberfest 6,500
  - Friday on the Commons 20,000
  - Spring Fest 5,000
  - Welcome Bags 500
  - Big flea 1,500
  - 150th Anniversary 3,500
- 570 Community Goodwill includes:
  - Fireworks 11,250
  - Grants 5,000
  - Post Prom 1,325
  - Poolesville Day 20,000
  - Gifts for volunteers 750
  - Skatepark Contest 1,275
  - 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.

# THE TOWN OF POOLESVILLE

## FY 2017 Close-Out

### GENERAL FUND EXPENSE DETAILS

Adopted August 7, 2017

Printed: 29-Aug-17

Acct No.	Account Name	Y/E 06/30/16 FY 16 Actual	Y/E 06/30/17 FY 17 Budget	Y/E 06/30/17 FY 17 Close-Out	Y/E 06/30/18 FY 18 Budget
<b>600</b>	<b>Elections</b>				
605	Printing and Duplicating	0	1,500	2,044	0
610	Voting Machines and Supplies	0	3,000	2,643	0
615	Legal Fees	0	1,500	851	0
<b>Total: Acct 600 Elections</b>		<b>\$0</b>	<b>\$6,000</b>	<b>\$5,537</b>	<b>\$0</b>
<b>700</b>	<b>Staff Salaries and Benefits</b>				
705	Salaries	1,082,794	1,114,561	1,076,102	1,210,169
710	Social Security	82,834	85,264	82,322	92,578
715	Employee Benefits	253,053	274,152	277,376	282,397
720	Workmen's Compensation	43,290	51,603	55,797	54,603
	Sub-Total: Salaries and Benefits for All Employees	1,461,971	1,525,580	1,491,596	1,639,747
<b>750</b>	<b>Salary Burden Allocation</b>				
755	Water/Wastewater Salary Burden	(576,728)	(567,839)	(591,513)	(615,725)
760	Wastewater Admin Salary Burden	(10,832)	(10,561)	(11,142)	(11,274)
765	Water Admin Salary Burden	(49,244)	(39,456)	(49,448)	(41,195)
	Sub-Total: Salary Burden Allocations	(636,804)	(617,856)	(652,103)	(668,194)
<b>Total: Acct 700 Staff Salaries and Benefits</b>		<b>\$825,167</b>	<b>\$907,724</b>	<b>\$839,493</b>	<b>\$971,553</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, Poolesville 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 POOLSVILLE

## FY 2017 Close-Out

### GENERAL FUND EXPENSE DETAILS

Adopted August 7, 2017

Printed: 29-Aug-17

Acct No.	Account Name	Y/E 06/30/16 FY 16 Actual	Y/E 06/30/17 FY 17 Budget	Y/E 06/30/17 FY 17 Close-Out	Y/E 06/30/18 FY 18 Budget
<b>800</b>	<b>Law</b>				
805	Legal Fees	27,870	40,000	25,246	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>\$27,870</u></b>	<b><u>\$40,000</u></b>	<b><u>\$25,246</u></b>	<b><u>\$40,000</u></b>
<b>900</b>	<b>Municipal Buildings &amp; Operations</b>				
910	Insurance	21,629	23,700	18,554	23,700
915	Electricity and Heat	34,926	27,000	18,966	27,000
920	Maintenance and Building Supplies	2,510	3,000	2,992	6,500
925	Repairs and Maintenance	13,018	11,925	13,228	12,440
940	Uniforms	7,497	5,850	5,392	6,125
950	Vehicle Insurance	2,270	3,000	2,252	3,000
955	Truck Operations and Maintenance	52,809	35,500	56,207	50,000
960	Small Tools and Equipment	815	1,000	913	1,000
<b>Total: Acct 900 Municipal Buildings &amp; Operations</b>		<b><u>\$135,474</u></b>	<b><u>\$110,975</u></b>	<b><u>\$118,505</u></b>	<b><u>\$129,765</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 2017 Close-Out

### GENERAL FUND EXPENSE DETAILS

Adopted August 7, 2017

Printed: 29-Aug-17

Acct No.	Account Name	Y/E 06/30/16 FY 16 Actual	Y/E 06/30/17 FY 17 Budget	Y/E 06/30/17 FY 17 Close-Out	Y/E 06/30/18 FY 18 Budget
<b>1000</b>	<b>Streets, Sidewalks, &amp; Storm Drains</b>				
1050	Repairs/Maintenance/Resurfacing	13,436	14,450	16,096	14,550
1055	Storm Drain Repair/Maintenance	11,238	15,200	12,683	15,200
1060	Street Signs	6,149	2,300	2,842	2,300
1065	Street Lighting	91,499	94,000	94,379	100,000
1070	Snow Removal	61,768	8,000	15,547	40,000
1085	Sidewalk Repair & Maintenance	0	5,000	0	15,000
<b>Total: Acct 1000 Streets, Sidewalks, &amp; Storm Drains</b>		<b><u>\$184,090</u></b>	<b><u>\$138,950</u></b>	<b><u>\$141,545</u></b>	<b><u>\$187,050</u></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 (565) 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 specifically due to snow removal.

1085 This account covers the cost of repairing and maintaining all Town sidewalks.

# THE TOWN OF POOLESVILLE

## FY 2017 Close-Out

### GENERAL FUND EXPENSE DETAILS

Adopted August 7, 2017

Printed: 29-Aug-17

Acct No.	Account Name	Y/E 06/30/16 FY 16 Actual	Y/E 06/30/17 FY 17 Budget	Y/E 06/30/17 FY 17 Close-Out	Y/E 06/30/18 FY 18 Budget
<b>1100</b>	<b>Parks &amp; Recreation</b>				
1150	Park Lighting	7,050	9,700	8,133	9,700
1155	Park Repair and Maintenance	40,343	36,000	43,561	40,000
1160	Streetscape (Tree) Expense	0	10,000	0	10,000
1165	Street Tree Maintenance <i>Use of Reforestation Fees</i>	20,635	10,000	30,892 <b>(20,892)</b>	10,000
1170	Recreation Program	3,147	3,000	2,998	4,800
<b>Total: Acct 1100 Parks &amp; Recreation</b>		<b>\$71,175</b>	<b>\$68,700</b>	<b>\$64,692</b>	<b>\$74,500</b>
<b>1200</b>	<b>Engineering</b>				
1205	General Engineering	44,398	30,000	44,803	30,000
1210	Engineering Development	37,945	10,000	41,784	10,000
<b>Total: Acct 1200 Engineering</b>		<b>\$82,343</b>	<b>\$40,000</b>	<b>\$86,587</b>	<b>\$40,000</b>
<b>1300</b>	<b>Planning &amp; Zoning</b>				
1300	Planning and Zoning	807	0	375	0
<b>Total: Acct 1300 Planning &amp; Zoning</b>		<b>\$807</b>	<b>\$0</b>	<b>\$375</b>	<b>\$0</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 2017 Close-Out

### GENERAL FUND EXPENSE DETAILS

Adopted August 7, 2017

Printed: 29-Aug-17

Acct No.	Account Name	Y/E 06/30/16 FY 16 Actual	Y/E 06/30/17 FY 17 Budget	Y/E 06/30/17 FY 17 Close-Out	Y/E 06/30/18 FY 18 Budget
<b>1400</b>	<b>Public Safety</b>				
1425	Code Enforcement Officer	14,099	20,000	12,000	20,000
1435	Plumbing Inspection	6,785	8,000	23,275	8,000
<b>Total: Acct 1400 Public Safety</b>		<b><u>\$20,884</u></b>	<b><u>\$28,000</u></b>	<b><u>\$35,275</u></b>	<b><u>\$28,000</u></b>
<b>1500</b>	<b>Municipal Services</b>				
1500	Trash Collection	462,157	460,000	479,224	506,000
<b>Total: Acct 1500 Municipal Services</b>		<b><u>\$462,157</u></b>	<b><u>\$460,000</u></b>	<b><u>\$479,224</u></b>	<b><u>\$506,000</u></b>
<b>1600</b>	<b>Grant to Water &amp; Wastewater Fund</b>				
1600	Grant to Water & Wastewater Fund	114,000	0	96,200	0
<b>Total: Acct 1600 Grant to Water &amp; Wastewater Fund</b>		<b><u>\$114,000</u></b>	<b><u>\$0</u></b>	<b><u>\$96,200</u></b>	<b><u>\$0</u></b>
<b>1700</b>	<b>Debt Service</b>				
1700	Debt Service (Principal & Interest)	228,179	225,563	212,468	225,563
<b>Total: Acct 1700 Debt Service</b>		<b><u>\$228,179</u></b>	<b><u>\$225,563</u></b>	<b><u>\$212,468</u></b>	<b><u>\$225,563</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 POOLESVILLE

## FY 2017 Close-Out

### GENERAL FUND - CAPITAL PROJECTS SUMMARY

Adopted August 7, 2017

Printed: 29-Aug-17

Acct No.	Item or Description	Year To Do	Est. Project Cost	Prior Bal. + FY 16 Act.	FY 17 Close-Out	FY 18 Bgt. Budget	----- Forward Planning Cycle -----			
							FY 19	FY 20	FY 21	FY 22
<b><u>Project Funding</u></b>										
2005	Office Equipment		18,600	5,148	4,000	17,100	13,500	6,000	6,000	6,000
2010	Municipal Buildings		167,200	66,640	40,000	51,500	10,000	9,200	5,000	5,000
2015	Parks & Streets Equipment		392,650	52,666	70,000	106,250	120,750	94,500	57,500	45,000
2020	Vehicles		605,000	95,512	35,000	60,000	75,000	85,000	90,000	80,000
2025	Major Town Projects		185,000	276,562	25,000	92,500	90,000	90,000	90,000	90,000
2035	Park Projects		455,500	322,524	80,092	65,000	20,000	20,000	20,000	20,000
2040	Major Street Repair Projects		2,005,000	316,041	438,000	292,000	319,000	322,000	388,000	400,000
<b>Total Funding Allocations</b>			<b>\$3,828,950</b>	<b>\$1,135,093</b>	<b>\$692,092</b>	<b>\$684,350</b>	<b>\$648,250</b>	<b>\$626,700</b>	<b>\$656,500</b>	<b>\$646,000</b>
<b><u>Direct Funding</u></b>										
2005	Transfer of Unrestricted Funds									
2010	Use of Impact Fees			21,750						
2025										
	Speed Camera Revenue			128,712						
2035	MD Grants			82,304	43,109					
	Use of Impact Fees									
2040	Transfer of Unrestricted Funds				120,000					
<b>Sub-total: Direct Funding</b>				<b>\$232,766</b>	<b>\$163,109</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>2000</b>	<b>Funding by General Funds [Total less Direct Funding]</b>			<b>\$902,327</b>	<b>\$528,983</b>	<b>\$684,350</b>	<b>\$648,250</b>	<b>\$626,700</b>	<b>\$656,500</b>	<b>\$646,000</b>
<b><u>Project Expenditures</u></b>										
				<b>FY 16 Act.</b>						
2005	Office Equipment			(3,592)	(3,108)	(3,600)	(15,000)	0	0	0
2010	Municipal Buildings			(23,323)	(21,407)	(109,395)	(10,000)	(4,200)	0	0
2015	Parks & Streets Equipment			(32,317)	(13,607)	(43,143)	(120,000)	(42,000)	(130,000)	(18,000)
2020	Vehicles			(53,776)	0	(55,000)	0	(65,000)	(110,000)	(140,000)
2025	Major Town Projects			(172,089)	(29,697)	(190,279)	0	0	0	0
2035	Park Projects			(159,990)	(58,720)	(178,682)	0	0	0	0
2040	Major Street Repair Projects			0	(752,719)	0	(591,000)	0	(680,000)	0
<b>Total Expenditures</b>				<b>(\$445,087)</b>	<b>(\$879,258)</b>	<b>(\$580,099)</b>	<b>(\$736,000)</b>	<b>(\$111,200)</b>	<b>(\$920,000)</b>	<b>(\$158,000)</b>
<b><u>Account Balance by Year</u></b>										
2005	Office Equipment			1,556	2,448	15,948	14,448	20,448	26,448	32,448
2010	Municipal Buildings			43,317	61,910	4,015	4,015	9,015	14,015	19,015
2015	Parks & Streets Equipment			20,349	76,742	139,849	140,599	193,099	120,599	147,599
2020	Vehicles			41,736	76,736	81,736	156,736	176,736	156,736	96,736
2025	Major Town Projects			104,473	99,776	1,997	91,997	181,997	271,997	361,997
2035	Park Projects			162,534	183,906	70,225	90,225	110,225	130,225	150,225
2040	Major Street Repair Projects			316,041	1,322	293,322	21,322	343,322	51,322	451,322
<b>Account Balance by Year</b>				<b>\$690,006</b>	<b>\$502,840</b>	<b>\$607,091</b>	<b>\$519,341</b>	<b>\$1,034,841</b>	<b>\$771,341</b>	<b>\$1,259,341</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 2017 Close-Out

### GENERAL FUND - CAPITAL PROJECTS

Adopted August 7, 2017

Printed: 29-Aug-17

Acct No.	Item or Description	Year To Do	Est. Project Cost	Prior Bal. + FY 16 Act.	FY 17 Close-Out	FY 18 Bgt. Budget	FY 19	Forward Planning Cycle		
								FY 20	FY 21	FY 22
<b>Project Funding</b>										
2005	<b>Office Equipment</b>									
<b>Carry-over funds: Completed Projects</b>										
<b>Carry-Over Funds allocated to projects</b>										
1	Future Office Requirements	Open		5,148	4,000	6,000	6,000	6,000	6,000	6,000
2	Water Billing Software Upgrade	FY18	3,600			3,600				
3	Water Meter Readers	FY19	15,000			7,500	7,500			
<b>Total Funding Allocations</b>				<b>\$18,600</b>	<b>\$5,148</b>	<b>\$4,000</b>	<b>\$17,100</b>	<b>\$13,500</b>	<b>\$6,000</b>	<b>\$6,000</b>
<b>Project Expenditures</b>										
2005	<b>Office Equipment</b>			FY 16 Act.						
1	Office Equipment	Open		(3,592)	(3,108)					
2	Water Billing Software Upgrade	FY18				(3,600)				
3	Water Meter Readers	FY19					(15,000)			
<b>Total Expenditures</b>				<b>(\$3,592)</b>	<b>(\$3,108)</b>	<b>(\$3,600)</b>	<b>(\$15,000)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
2005	<b>Account Balance by Year</b>			<b>\$1,556</b>	<b>\$2,448</b>	<b>\$15,948</b>	<b>\$14,448</b>	<b>\$20,448</b>	<b>\$26,448</b>	<b>\$32,448</b>

**Notes**

**Shading key in Table: FY 16 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.

Acct No.	Item or Description	Year To Do	Est. Project Cost	Prior Bal. + FY 16 Act.	FY 17 Close-Out	FY 18 Bgt. Budget	FY 19	Forward Planning Cycle		
								FY 20	FY 21	FY 22
<b>Project Funding</b>										
2010	<b>Municipal Buildings</b>									
<b>Carry-over funds: Completed Projects</b>										
<b>Carry-Over Funds allocated to projects</b>										
1	Storage Building Addition	FY15	25,000	7,341	1,560					
				<b>13,587</b>	<b>(3,817)</b>					
<i>[Allocation of Carry-Over Funds]</i>										
2	Historic Methodist Church	FY15	25,000	17,690						
3	Retrofit Monument Sign	FY15	7,500							
				<b>6,750</b>						
4	Town Hall Maintenance	FY16	30,000			20,000	10,000	5,000	5,000	5,000
				<b>15,000</b>						
5	WWTP Metal Doors	FY17	8,200		3,817			4,200		
6	Storage Building - Town Hall	FY17	15,000		15,000					
					<b>(1,560)</b>	<i>[Excess funding transferred into Carry-Over Funds]</i>				
7	Fence Replacement	FY18	6,500			6,500				
8	Pole Barn Equipment Storage	FY18	50,000			25,000				
<b>Total Funding Allocations</b>				<b>\$167,200</b>	<b>\$66,640</b>	<b>\$40,000</b>	<b>\$51,500</b>	<b>\$10,000</b>	<b>\$9,200</b>	<b>\$5,000</b>
<b>Project Expenditures</b>										
2010	<b>Municipal Buildings</b>			FY 16 Act.						
1	Storage Building Addition	FY15			(4,150)	(16,778)				
2	Historic Methodist Church	FY15		(5,475)		(12,215)				
3	Retrofit Monument Sign	FY15		(6,750)						
4	Town Hall Maintenance	FY16		(11,098)		(23,902)	(10,000)			
5	WWTP Metal Doors	FY17			(3,817)			(4,200)		
6	Storage Building - Town Hall	FY17			(13,440)					
7	Fence Replacement	FY18				(6,500)				
8	Pole Barn Equipment Storage	FY18				(50,000)				
<b>Total Expenditures</b>				<b>(\$23,323)</b>	<b>(\$21,407)</b>	<b>(\$109,395)</b>	<b>(\$10,000)</b>	<b>(\$4,200)</b>	<b>\$0</b>	<b>\$0</b>
2010	<b>Account Balance by Year</b>			<b>\$43,317</b>	<b>\$61,910</b>	<b>\$4,015</b>	<b>\$4,015</b>	<b>\$9,015</b>	<b>\$14,015</b>	<b>\$19,015</b>

**Notes**

**Shading key in Table: FY 16 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 addition will provide additional equipment storage for Parks Department.

2 The Historic Methodist Church (Thrift Shop) is in need of replacement window seals and exterior brick repair.

3 Replace polycarbonate face, enlarge to accommodate 36" wide insert/ 150th sign

4 Interior caulking, painting and carpet replacement/exterior painting

5 Replacement of existing metal doors. FY17 Rear Doors, FY 20 Front

6 New storage building to house event equipment, event signs and banners.

7 Replacement of existing fence around maintenance facility.

8 New storage building to house back-hoe, sewer jet and generators.

# THE TOWN OF POOLSVILLE

FY 2017 Close-Out

## GENERAL FUND - CAPITAL PROJECTS

Adopted August 7, 2017

Printed: 29-Aug-17

Acct No.	Item or Description	Year To Do	Est. Project Cost	Prior Bal. + FY 16 Act.	FY 17 Close-Out	FY 18 Bgt. Budget	Forward Planning Cycle			
							FY 19	FY 20	FY 21	FY 22
<b>Project Funding</b>										
2015	<b>Parks &amp; Streets Equipment</b>			11,501						
	Carry-over funds: Completed Projects				(5,622)					
	Carry-over Funds allocated to projects				15,000					
	Accm.for Current and Future Equip Require.		29,625			20,000	20,000	20,000	20,000	20,000
a	Replacement salt spreaders	Open	8,000 EA							
b	Air Compressor	FY16	2,850							
c	Back-hoe tires	FY16	1,700							
d	Safety Cones	FY16	1,200							
e	Trash Cans	FY16	3,400							
f	Soccer Goals	FY16	5,500							
g	Snow Blower	FY16	900							
h	Weed Eater	FY16	600							
i	Welder/Generator	FY17	2,000							
j	Impact Tools	FY17	1,000							
k	Seeder	FY17	500							
l	Bush Hog	FY18	1,500							
2	Emergency Lights	FY17	7,500		5,622	[Allocation of Carry-over Funds]				
3	72" Mower	FY18	15,000		7,500	7,500				
4	15' Batwing Mower	FY19	60,000		15,000	20,000	25,000			
5	Skid Loader	FY19	50,000		12,500	18,750	18,750			
6	72" Mower	FY20	15,000			7,500	7,500			
7	Club Cart	FY20	9,000			4,500	4,500			
8	Back-Hoe	FY20	90,000		10,000	30,000	20,000	30,000		
9	72" Mower	FY21	15,000				7,500	7,500		
10	Mule (Utility Vehicle)	FY21	15,000			5,000	5,000	5,000		
11	72" Mower	FY23	15,000					5,000	5,000	
12	15' Batwing Mower	FY23	60,000			10,000	10,000	10,000	10,000	10,000
13	Holiday Lights	Open	20,000	11,540	10,000	10,000	10,000	10,000	10,000	10,000
<b>Total Funding Allocations</b>			<b>\$392,650</b>	<b>\$52,666</b>	<b>\$70,000</b>	<b>\$106,250</b>	<b>\$120,750</b>	<b>\$94,500</b>	<b>\$57,500</b>	<b>\$45,000</b>
<b>Project Expenditures</b>										
2015	<b>Parks &amp; Streets Equipment</b>			<b>FY 16 Act.</b>						
	Accm.for Current and Future Equip Require.									
a	Replacement salt spreaders	Open		(7,700)		(8,000)		(8,000)		(8,000)
b	Air Compressor	FY16		(2,850)						
c	Back-Hoe Tires	FY16		(1,721)						
d	Safety Cones	FY16		(1,197)						
e	Trash Cans	FY16		(3,406)						
f	Soccer Goals	FY16		(5,462)						
j	Snow Blower	FY16		(899)						
h	Weed Eater	FY16		(605)	(638)					
i	Welder/Generator	FY17			(1,600)					
j	Impact Tools	FY17			(828)					
k	Seeder	FY17			(500)					
i	Bush Hog	FY18				(1,500)				
2	Emergency Lights	FY17			(5,622)					
3	72" Mower	FY18				(15,000)				
4	15' Batwing Mower	FY19					(60,000)			
5	Skid Loader	FY19					(50,000)			
6	72" Mower	FY20						(15,000)		
7	Club Cart	FY20						(9,000)		
8	Back-Hoe	FY21							(90,000)	
9	72" Mower	FY21							(15,000)	
10	Mule (Utility Vehicle)	FY21							(15,000)	
11	72" Mower	FY23								(15,000)
12	15' Batwing Mower	FY23								(10,000)
13	Holiday Lights	Open		(8,477)	(4,420)	(18,643)	(10,000)	(10,000)	(10,000)	(10,000)
<b>Total Expenditures</b>				<b>(\$32,317)</b>	<b>(\$13,607)</b>	<b>(\$43,143)</b>	<b>(\$120,000)</b>	<b>(\$42,000)</b>	<b>(\$130,000)</b>	<b>(\$18,000)</b>
2015	<b>Account Balance by Year</b>			<b>\$20,349</b>	<b>\$76,742</b>	<b>\$139,849</b>	<b>\$140,599</b>	<b>\$193,099</b>	<b>\$120,599</b>	<b>\$147,599</b>

**Notes**

Shading key in Table: **FY 16 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.

**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 New equipment for emergency and evening event uses
- 3 This mower will replace the 2006 72" mower
- 4 This mower will replace the 2006 HR1111 Jacobson
- 5 This will replace the 2002 skid loader
- 6 This mower will replace the 2008 72" mower
- 7 Replacement for existing club cart
- 8 This will replace the 2003 JCB Backhoe
- 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 HR1111 Jacobson
- 13 Light replacement/repair...no new additions

- 1989 Kubota L2250 (field use)
- 2006 HR1111 Jacobson (mower)
- 2006 Kubota ZD21 (mower)
- 2008 Kubota ZD21 (mower)
- 2011 Kubota ZD21 (mower)
- 2013 Kubota ZD21 (mower)
- 2013 HR1111 Jacobson (mower)
- 2015 72" Mower/Blower

**Heavy Equipment**

- 2003 JCB Backhoe
- 2002 Skid Loader
- 2008 tractor w/mower boom
- 2008 Mule (multi-use)

# THE TOWN OF POOLSVILLE

## FY 2017 Close-Out

### GENERAL FUND - CAPITAL PROJECTS

Adopted August 7, 2017

Printed: 29-Aug-17

Acct No.	Item or Description	Year To Do	Est. Project Cost	Prior Bal. + FY 16 Act.	FY 17 Close-Out	FY 18 Bgt. Budget	Forward Planning Cycle			
							FY 19	FY 20	FY 21	FY 22
<b><u>Project Funding</u></b>										
2020	<b>Vehicles</b>									
	<b>Carry-over funds: Completed Projects</b>			6,736						
	<b>Carry-Over Funds allocated to projects</b>									
1	1- Ton Utility Truck	FY16	55,000	50,559						
2	Utility Trailer	FY16	5,000	3,217						
3	3/4 Ton Pick-up	FY18	55,000	35,000	15,000	5,000				
4	5-Ton Dump Truck	FY20	65,000		10,000	20,000	20,000	15,000		
5	1- Ton Utility Truck	FY21	55,000		10,000	10,000	15,000	10,000	10,000	
6	1-Ton Utility Truck	FY21	55,000			15,000	15,000	15,000	10,000	
7	1-Ton Utility Truck	FY22	55,000			10,000	10,000	10,000	10,000	15,000
8	1/2 Ton Pick-up	FY22	30,000				5,000	10,000	10,000	5,000
9	1- Ton Utility Truck	FY22	55,000				10,000	15,000	15,000	15,000
10	1- Ton Utility Truck	FY23	55,000					10,000	15,000	15,000
11	1-Ton Dump Truck	FY24	60,000						10,000	15,000
12	1-Ton Utility Truck	FY25	60,000						10,000	15,000
<b>Total Funding Allocations</b>			<b>\$605,000</b>	<b>\$95,512</b>	<b>\$35,000</b>	<b>\$60,000</b>	<b>\$75,000</b>	<b>\$85,000</b>	<b>\$90,000</b>	<b>\$80,000</b>
<b><u>Project Expenditures</u></b>										
2020	<b>Vehicles</b>									
1	1- Ton Utility Truck	FY16		(50,559)						
2	Utility Trailer	FY16		(3,217)						
3	3/4 Ton Pick-up	FY18				(55,000)				
4	5- Ton Dump Truck	FY20						(65,000)		
5	1- Ton Utility Truck	FY21							(55,000)	
6	1-Ton Utility Truck	FY21							(55,000)	
7	1-Ton Utility Truck	FY22								(55,000)
8	1/2 Ton Pick-up	FY22								(30,000)
9	1- Ton Utility Truck	FY22								(55,000)
10	1- Ton Utility Truck	FY23								
11	1-Ton Dump Truck	FY24								
12	1-Ton Utility Truck	FY25								
<b>Total Expenditures</b>				<b>(\$53,776)</b>	<b>\$0</b>	<b>(\$55,000)</b>	<b>\$0</b>	<b>(\$65,000)</b>	<b>(\$110,000)</b>	<b>(\$140,000)</b>
2020	<b>Account Balance by Year</b>			<b>\$41,736</b>	<b>\$76,736</b>	<b>\$81,736</b>	<b>\$156,736</b>	<b>\$176,736</b>	<b>\$156,736</b>	<b>\$96,736</b>

**Notes**

**Shading key in Table: FY 16 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 owns the following vehicles:

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

<p>1 The 1- ton utility truck scheduled for 2016 will replace the 2008 F-350.</p> <p>2 The utility trailer will be outfitted with water main repair emergency equipment.</p> <p>3 The 3/4 Ton Truck will be a new addition to the fleet.</p> <p>4 The 5 ton truck scheduled for 2020 will replace the 2006Chevy dump truck.</p> <p>5 The 1-ton utility truck scheduled for 2021 will replace the 2010 F-350.</p> <p>6 The 1-ton utility truck scheduled for 2021 will replace the 2011 F-350.</p> <p>7 The 1-ton utility truck scheduled for 2022 will replace the 2011 F-350.</p> <p>8 The 1/2 Ton will replace the 2011 Ford Ranger.</p> <p>9 The 1-ton utility truck scheduled for 2022 will replace the 2012 F-350.</p> <p>10 The 1-ton utility truck scheduled for 2023 will replace the 2013 F-350.</p> <p>11 The 1-ton utility truck scheduled for 2024 will replace the 2014 Flatbed.</p> <p>12 The 1-ton utility truck scheduled for 2025 will replace the 2015 F350 Truck</p>	<p style="text-align: center;"><b>Trucks</b></p> <p>1995 International Bucket Truck (P/S)</p> <p>1997 Dodge one ton Utility Truck (W/S)</p> <p>2005 Ford F750 Dump Truck (Both)</p> <p>2006 Chevy 5 Ton Dump (P/S)</p> <p>2008 Ford F 350 Truck (W/S)</p> <p>2010 Ford F 350 Truck (P/S)</p> <p>2011 Ford F 350 Truck (W/S)</p> <p>2011 Ford F 350 Truck (P/S)</p> <p>2011 Ford Ranger (WW)</p> <p>2012 Ford F350 (P/S)</p> <p>2013 Ford F 350 Truck (P/S)</p> <p>2014 1-Ton Flatbed (P/S)</p> <p>2014 F-250 Truck (W/S)</p> <p>2015 F350 Truck (P/S)</p>
---	---

# THE TOWN OF POOLESVILLE

## FY 2017 Close-Out

### GENERAL FUND - CAPITAL PROJECTS

Adopted August 7, 2017

Printed: 29-Aug-17

Acct No.	Item or Description	Year To Do	Est. Project Cost	Prior Bal. + FY 16 Act.	FY 17 Close-Out	FY 18 Bgt. Budget	----- Forward Planning Cycle -----			
							FY 19	FY 20	FY 21	FY 22
<b><u>Project Funding</u></b>										
<b>2025</b>	<b>Major Town Projects</b>									
	<b>Carry-over funds: Completed Projects</b>			3,482						
	<b>Carry-Over Funds allocated to projects</b>				(1,485)					
1	Street Lighting Program	Open	Open	16,522		52,500	40,000	40,000	40,000	40,000
2	Fisher Ave Streetscape	Open	Open	60,272	20,000	20,000	50,000	50,000	50,000	50,000
3	Fisher Ave Water Line Relocation	FY15	45,000	10,573						
4	W Willard Sidewalks	FY15	85,000	17,001						
<b>Budget Amendment 6/1/2015</b>										
<b>Speed Camera Revenue</b>				<b>128,712</b>						
5	Curb Replacements	FY16	20,000	20,000	1,485	[Allocation of Carry-Over Funds]				
6	Street Sign Replacement	FY16	15,000	20,000	5,000					
7	Whalen Wall Rebuild	FY18	20,000			20,000				
<b>Total Funding Allocations</b>				<b>\$185,000</b>	<b>\$276,562</b>	<b>\$25,000</b>	<b>\$92,500</b>	<b>\$90,000</b>	<b>\$90,000</b>	<b>\$90,000</b>
<b><u>Project Expenditures</u></b>										
<b>2025</b>	<b>Major Town Projects</b>			<b>FY 16 Act.</b>						
1	Street Lighting Program	Open				(69,022)				
2	Fisher Ave Streetscape	Open				(5,120)				
3	Fisher Ave Water Line Relocation	FY15		(10,573)						
4	W Willard Sidewalks	FY15		(145,713)						
5	Curb Replacements	FY16				(21,485)				
6	Street Sign Replacement	FY16		(15,803)		(3,092)				
7	Whalen Wall Rebuild	FY18				(20,000)				
<b>Total Expenditures</b>					<b>(\$172,089)</b>	<b>(\$29,697)</b>	<b>(\$190,279)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>2025</b>	<b>Account Balance by Year</b>			<b>\$104,473</b>	<b>\$99,776</b>	<b>\$1,997</b>	<b>\$91,997</b>	<b>\$181,997</b>	<b>\$271,997</b>	<b>\$361,997</b>

**Notes**

**Shading key in Table: FY 16 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.*

**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 The relocation will lower the water main to allow for drainage improvements to be made under Fisher Avenue.
- 4 Replacement of existing sidewalk.
- 5 Replacement of broken curbs throughout Town
- 6 Replacement of existing street signs throughout Town.
- 7 Rebuild of the stone wall on Whalen Commons

# THE TOWN OF POOLESVILLE

## FY 2017 Close-Out

### GENERAL FUND - CAPITAL PROJECTS

Adopted August 7, 2017

Printed: 29-Aug-17

Acct No.	Item or Description	Year To Do	Est. Project Cost	Prior Bal. + FY 16 Act.	FY 17 Close-Out	FY 18 Bgt. Budget	Forward Planning Cycle			
							FY 19	FY 20	FY 21	FY 22
<b>Project Funding</b>										
2035	<b>Park Projects</b>									
	<b>Carry-over funds: Completed Projects</b>			52,175	33,274					
	<b>Carry-Over Funds allocated to projects</b>				(47,725)	(7,500)				
1	Park Equipment Replacement	Open		69,580	20,000	20,000	20,000	20,000	20,000	20,000
2	Hoewing Park	FY15	51,500	3,000	1,223	[Allocation of Carry-over Funds]				
3	Park Restrooms	FY15	20,000	18,505	(1,930)	[Excess Funding Transferred into Carry-Over Funds]				
4	Steven's Park Tennis	FY16	70,000	31,960	(31,344)	[Excess Funding Transferred into Carry-Over Funds]				
	<b>Parks and Playground Grant</b>				43,109					
5	Lori Gore Park	FY16	60,000	Funded Through Park Equipment Replacement Funding Stream						
6	Dog Park	FY16	65,000	5,000	6,983					
	<b>Budget Amendment 9/8/2015</b>			60,000	[Allocation of Carry-over Funds]					
7	Replace Event Tent	FY17	6,500		6,502	[Allocation of Carry-over Funds]				
8	Replace Whalen Pathway	FY18	85,000		10,000	35,000				
					40,000	[Allocation of Carry-over Funds]				
9	Replace Deck TAMA Trail Bridge	FY18	10,000			10,000				
10	Paint Concession Stand	FY18	5,000			5,000	[Allocation of Carry-over Funds]			
11	Halmos Park Tennis Lights	FY18	2,500			2,500	[Allocation of Carry-over Funds]			
12	Brightwell Tot Lot	FY18	80,000							
	<b>Parks and Playground Grant</b>			82,304						
	<b>Total Funding Allocations</b>		\$455,500	\$322,524	\$80,092	\$65,000	\$20,000	\$20,000	\$20,000	\$20,000
				<b>FY 16 Act.</b>						
2035	<b>Parks and Recreation</b>									
1	Park Equipment Replacement	Open								
2	Hoewing Park	FY15			(4,223)					
3	Park Restrooms	FY15		(6,500)	(10,075)					
4	Steven's Park Tennis	FY16		(31,960)	(11,765)					
5	Lori Gore Park	FY16		(69,580)						
6	Dog Park	FY16		(49,646)	(22,337)					
7	Replace Event Tent	FY17			(6,502)					
8	Replace Whalen Pathway	FY18			(3,818)	(81,182)				
9	Replace Deck TAMA Trail Bridge	FY18				(10,000)				
10	Paint Concession Stand	FY18				(5,000)				
11	Halmos Park Tennis Lights	FY18				(2,500)				
12	Brightwell Tot Lot	FY18		(2,304)		(80,000)				
	<b>Total Expenditures</b>			(\$159,990)	(\$58,720)	(\$178,682)	\$0	\$0	\$0	\$0
2035	<b>Account Balance by Year</b>			\$162,534	\$183,906	\$70,225	\$90,225	\$110,225	\$130,225	\$150,225

**Notes**

**Shading key in Table: FY 16 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 Park replacement will occur as part of the Parks Board's replacement recommendations.
- 2 Provides fencing, grading, seeding, parking area for youth size soccer fields Hoewing. (Budd Road)
- 3 Refurbishment of Halmos and Steven's Park plumbing/restroom facilities.
- 4 Provides for resurfacing and block wall.
- 5 Replacement of existing park equipment - Woods of TAMA.  
Park tot lot equipment is on a 20-year replacement cycle per the following schedule:

Park	Built	Cost	REPL. Year
Bodmer Park	2004	\$140,000	2024
Halmos Tot Lot	2005	\$40,000	2025
Brooks Park	2007	\$100,000	2027
Wootton Heights Tot Lot	2010	\$50,000	2030

- 6 Construction of a dog park facility at Dr. Dillingham Park.
- 7 Replacement of existing equipment.
- 8 Replace existing asphalt walkway with concrete walkway
- 9 Replacement of aging wood deck on boardwalk between TAMA and Wood of TAMA
- 10 Repainting inside and out of Steven's Park concession stand.
- 11 Replacement of existing lights and components with LED fixtures.
- 12 The installation of a new tot lot at phase II of Brightwell Crossing.

# THE TOWN OF POOLSVILLE

## FY 2017 Close-Out

### GENERAL FUND - CAPITAL PROJECTS

Adopted August 7, 2017

Printed: 29-Aug-17

Acct No.	Item or Description	Year To Do	Est. Project Cost	Prior Bal. + FY 16 Act.	FY 17 Close-Out	FY 18 Bgt. Budget	----- Forward Planning Cycle -----			
							FY 19	FY 20	FY 21	FY 22
<b><u>Project Funding</u></b>										
2040	<b>Major Street Repair Projects</b>				41	1,281				
Carry-over funds: Completed Projects										
Carry-Over Funds allocated to projects										
1	<b>FY 17 Paving Program</b>					(1,281)	[Excess Allocation Transferred into Carry-Over funds]			
	Lilli St	FY17	20,000	20,000						
	Beatritz Ave	FY17	50,000	50,000						
	Christer St	FY17	20,000	15,000						
	Anita Ct	FY17	18,000	18,000						
	Haller Ave	FY17	30,000	30,000						
	Haller Ct	FY17	20,000	20,000						
	Hickman St	FY17	38,000	38,000						
	Hickman Way	FY17	25,000	25,000						
	Shannon Way	FY17	20,000	20,000						
	Hempstone Ave	FY17	160,000	80,000	80,000					
	Dowden Circle	FY17	60,000		60,000					
	Soper St	FY17	55,000		55,000					
	Whitaker Rd	FY17	35,000		35,000					
	Dowden Way	FY17	20,000		20,000					
	Collier Circle	FY17	60,000		60,000	[Use of Unrestricted Reserves]				
	Collier Way	FY17	30,000		30,000	[Budget Amendment 8/15/16]				
	Walters Ave	FY17	30,000		30,000					
	Hempstone Ct	FY17	23,000		23,000					
	Misc Repairs	FY17	20,000		45,000					
2	<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				
	Spurrer (Brown - W Willard)	FY19	90,000			30,000	60,000			
	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				40,000			
3	<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	18,000	
	McKernon Way	FY21	90,000						90,000	
	Hillard Ct	FY21	20,000						20,000	
	Dr. Moore Ct	FY21	60,000						60,000	
	Hillard St. (Halmos-cul-de-sac)	FY21	110,000						110,000	
	Koteen Way	FY21	40,000						40,000	
	Misc Repairs	FY21	20,000						50,000	
	Future Roads to be determined									400,000
	<b>Total Funding Allocations</b>		<b>\$2,005,000</b>	<b>\$316,041</b>	<b>\$438,000</b>	<b>\$292,000</b>	<b>\$319,000</b>	<b>\$322,000</b>	<b>\$388,000</b>	<b>\$400,000</b>
<b><u>Project Expenditures</u></b>										
2040	<b>Major Street Repair Projects</b>			<b>FY 16 Act.</b>						
1	FY17 Paving Program	FY17			(752,719)					
2	FY19 Paving Program	FY19					(591,000)			
3	FY21 Paving Program	FY21							(680,000)	
	<b>Total Expenditures</b>			<b>\$0</b>	<b>(\$752,719)</b>	<b>\$0</b>	<b>(\$591,000)</b>	<b>\$0</b>	<b>(\$680,000)</b>	<b>\$0</b>
2040	<b>Account Balance by Year</b>			<b>\$316,041</b>	<b>\$1,322</b>	<b>\$293,322</b>	<b>\$21,322</b>	<b>\$343,322</b>	<b>\$51,322</b>	<b>\$451,322</b>

**Notes**

**Shading key in Table: FY 16 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 were evaluated and prioritized in 2016. 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 2017 Close-Out

### WATER and WASTEWATER FUND SUMMARY

Adopted August 7, 2017

Printed: 29-Aug-17

Ref. Page	Item or Description	Y/E 06/30/16 FY 16 Actual	Y/E 06/30/17 FY 17 Budget	Y/E 06/30/17 FY 17 Close-Out	Y/E 06/30/18 FY 2018 Budget
<b>Water &amp; Wastewater Operating Summary</b>					
	W & WW Revenue	1,152,881	1,185,302	1,162,808	1,185,302
	Grant from General Funds	114,000	0	96,200	0
	<b>W &amp; WW Available Funding</b>	<b>1,266,881</b>	<b>1,185,302</b>	<b>1,259,008</b>	<b>1,185,302</b>
<b>Water &amp; Wastewater Expenditures</b>					
	For W&WW Capital Projects	0	0	0	0
	Operating Expenses	(1,267,447)	(1,206,017)	(1,259,071)	(1,272,915)
	<b>Total: W &amp; WW Expenditures</b>	<b>(\$1,267,447)</b>	<b>(\$1,206,017)</b>	<b>(\$1,259,071)</b>	<b>(\$1,272,915)</b>
	<b>Net Operating Balance</b>	<b>(\$566)</b>	<b>(\$20,715)</b>	<b>(\$63)</b>	<b>(\$87,613)</b>
	<b>Unrestricted Funds Carried Forward from Prior Year</b>	<b>656</b>	<b>91</b>	<b>90</b>	<b>27</b>
	<b>Closing Balance: Water/Wastewater Funds</b>	<b>\$90</b>	<b>(\$20,624)</b>	<b>\$27</b>	<b>(\$87,586)</b>
<b>Water &amp; Wastewater Funds Capital Projects Summary</b>					
	<b>Funding Balance Carried Forward from Prior Year</b>	<b>\$675,624</b>	<b>\$1,474,139</b>	<b>\$1,354,140</b>	<b>\$1,375,059</b>
	Funding from W & WW Revenues	0	0	0	0
	Funding Granted by Genl Funds	422,760	321,000	426,000	373,500
	Funding from Impact Fees		0		0
	Prior Balance - Impact Fees				
	Transfers from Restricted Funds		0	0	0
	Internal transfers	513,429	200,000	200,000	0
	Funding from MD Grants, Others	1,305			0
	<b>Available for Capital Projects</b>	<b>\$1,613,118</b>	<b>\$1,995,139</b>	<b>\$1,980,140</b>	<b>\$1,748,559</b>
	Capital Projects Expenditures	(258,978)	(1,074,715)	(605,081)	(945,612)
	<b>Closing Balance: Funding for Capital Projects</b>	<b>\$1,354,140</b>	<b>\$920,424</b>	<b>\$1,375,059</b>	<b>\$802,946</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 POOLSVILLE

## FY 2017 Close-Out

### WATER and WASTEWATER FUND REVENUE SUMMARY

Adopted August 7, 2017

Printed: 29-Aug-17

Acct No.	Account Name	Y/E 06/30/16 FY 16 Actual	Y/E 06/30/17 FY 17 Budget	Y/E 06/30/17 FY 17 Close-Out	Y/E 06/30/18 FY 18 Budget
<b><u>Water &amp; Wastewater Revenue</u></b>					
411.1	User Charges	1,086,519	1,121,302	1,111,481	1,121,302
	MDE Operations Grant	0	0	0	0
505	Interest Income (510 & 515 )	6,485	4,000	9,099	4,000
590	WSSC & Contractor Fees	38,195	40,000	23,327	40,000
590B	Bay Fund Admin Fee	5,582	5,000	5,602	5,000
595	Tap Fees	16,100	15,000	13,300	15,000
<b>Sub-total: Water &amp; Wastewater Revenue</b>		<b>\$1,152,881</b>	<b>\$1,185,302</b>	<b>\$1,162,808</b>	<b>\$1,185,302</b>
<b><u>Water &amp; Wastewater Internal Support</u></b>					
	Grant from Unrestricted Gen'l Funds	114,000	0	96,200	0
<b>Sub-total: Water and Wastewater Available Funding</b>		<b>\$1,266,881</b>	<b>\$1,185,302</b>	<b>\$1,259,008</b>	<b>\$1,185,302</b>
<b><u>Impact Fee Revenue</u></b>					
597.1	Water System	99,821	168,686	110,498	99,830
597.2	Wastewater System	62,388	105,429	69,061	62,400
<b>Sub-total: Impact Fee Revenue</b>		<b>\$162,209</b>	<b>\$274,115</b>	<b>\$179,559</b>	<b>\$162,230</b>
<b><u>Grants and Designated Funding</u></b>					
A	Connection Fees	0	0	36,348	0
B	Internal Transfers	200,000	0	0	0
C	Allocation of Unrestricted Funds	0	0	0	0
<b>Sub-total: Grants and Designated Funding</b>		<b>\$200,000</b>	<b>\$0</b>	<b>\$36,348</b>	<b>\$0</b>
<b><u>Restricted Revenue</u></b>					
598	Chesapeake Bay Restoration Fund	111,735	0	112,650	0
<b>Sub-total: Restricted Revenue</b>		<b>\$111,735</b>	<b>\$0</b>	<b>\$112,650</b>	<b>\$0</b>
<b>Total: Water &amp; Wastewater Fund Revenue</b>		<b>\$1,740,825</b>	<b>\$1,459,417</b>	<b>\$1,587,565</b>	<b>\$1,347,532</b>

**Account Descriptions**

411

<u>Gallon Tiers</u>	Adopted FY2017 <u>Structured Rate System Per 1,000 Gallons</u>
0-30,000	\$10.42
30,001 - 40,000	\$14.34
40,001 - 50,000	\$15.44
50,001 - up	\$16.21

Water Only Hydrant Use - \$7.41/1,000 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 POOLSVILLE

## FY 2017 Close-Out

### WATER and WASTEWATER FUND EXPENSE SUMMARY

Adopted August 7, 2017

Printed: 29-Aug-17

Acct No.	Account Name	Y/E 06/30/16 FY 16 Actual	Y/E 06/30/17 FY 17 Budget	Y/E 06/30/17 FY 17 Close-Out	Y/E 06/30/18 FY 18 Budget
<b><u>Wastewater System</u></b>					
700	Wastewater Operations	410,411	374,500	402,526	392,700
750	Wastewater Administration	330,552	328,991	338,321	352,707
<b>Sub-total: Wastewater System</b>		<b>740,963</b>	<b>703,491</b>	<b>740,847</b>	<b>745,407</b>
<b><u>Water System</u></b>					
800	Water Operations	131,189	122,500	117,582	121,500
850	Water Administration	395,295	380,026	400,642	406,008
<b>Sub-total: Water System</b>		<b>526,484</b>	<b>502,526</b>	<b>518,223</b>	<b>527,508</b>
<b>Sub-total: Water &amp; Wastewater Operating Expenses</b>		<b>\$1,267,447</b>	<b>\$1,206,017</b>	<b>\$1,259,071</b>	<b>\$1,272,915</b>
3000	Water & Wastewater Funding for Capital Projects	0	0	0	0
<b>Sub-total: Water &amp; Wastewater Capital Expenses</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total: Water &amp; Wastewater Fund Expenses</b>		<b>\$1,267,447</b>	<b>\$1,206,017</b>	<b>\$1,259,071</b>	<b>\$1,272,915</b>

**Water and Wastewater Fund Analysis**

<b>Wastewater System</b>	<b>\$703,491</b>	<b>\$740,847</b>	<b>\$745,407</b>
	58%	59%	59%
<b>Water System</b>	<b>\$502,526</b>	<b>\$518,223</b>	<b>\$527,508</b>
	42%	41%	41%

**Notes**

# THE TOWN OF POOLSVILLE

## FY 2017 Close-Out

### WATER and WASTEWATER FUND EXPENSE DETAILS

Adopted August 7, 2017

Printed: 29-Aug-17

Acct No.	Account Name	Y/E 06/30/16 FY 16 Actual	Y/E 06/30/17 FY 17 Budget	Y/E 06/30/17 FY 17 Close-Out	Y/E 06/30/18 FY 18 Budget
<b>700</b>	<b>Wastewater Operations</b>				
701	Sludge Hauling	108,090	80,000	118,646	105,000
702	Outside Laboratory Services	62,376	53,000	49,269	53,000
703	Electricity	114,267	96,000	108,174	115,000
705	Chemicals	47,163	63,000	65,811	55,000
707	Building Maintenance	1,341	1,000	1,018	1,200
708	Laboratory Expenses	3,294	3,000	5,375	5,000
709	Small Tools	495	500	425	500
710	WWTP Repair & Maintenance	39,730	40,000	31,423	30,000
711	Ultra Violet Bulb Maintenance	6,551	8,000	8,126	8,000
712	Sewer Repair and Maintenance	27,104	30,000	14,257	20,000
<b>Total:</b>	<b>Acct 700 Wastewater Operations</b>	<b><u>\$410,411</u></b>	<b><u>\$374,500</u></b>	<b><u>\$402,526</u></b>	<b><u>\$392,700</u></b>
<b>750</b>	<b>Wastewater Administration</b>				
755	Alloc: Staff Salary Burden from GF755	288,364	283,920	295,756	307,863
757	Alloc: Admin Sal'y Burden from GF760	10,832	10,561	11,142	11,274
761	Personnel Uniforms and Training	10,375	8,750	7,172	8,750
763	Accounting Services	3,000	4,000	4,000	4,000
771	Office Supplies	1,294	1,275	930	1,275
773	Telephone	8,037	7,985	7,706	7,985
775	Property Insurance	7,621	10,000	9,765	10,000
781	Truck Insurance	460	500	560	560
783	Truck Operations	569	2,000	1,289	1,000
<b>Total:</b>	<b>Acct 750 Wastewater Administration</b>	<b><u>\$330,552</u></b>	<b><u>\$328,991</u></b>	<b><u>\$338,321</u></b>	<b><u>\$352,707</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 POOLSVILLE

## FY 2017 Close-Out

### WATER and WASTEWATER FUND EXPENSE DETAILS

Adopted August 7, 2017

Printed: 29-Aug-17

Acct No.	Account Name	Y/E 06/30/16 FY 16 Actual	Y/E 06/30/17 FY 17 Budget	Y/E 06/30/17 FY 17 Close-Out	Y/E 06/30/18 FY 18 Budget
<b>800</b>	<b>Water Operations</b>				
801	Lab Supplies / Testing	24,239	15,500	20,989	23,500
802	Building Supplies	80	500	242	500
805	Electricity	66,697	65,000	72,116	67,000
806	Chemicals	2,916	3,000	2,922	3,000
807	Water Repair and Maintenance	36,503	37,500	20,069	26,000
809	Small Tools	754	1,000	1,243	1,500
<b>Total: Acct 800 Water Operations</b>		<b><u>\$131,189</u></b>	<b><u>\$122,500</u></b>	<b><u>\$117,582</u></b>	<b><u>\$121,500</u></b>
<b>850</b>	<b>Water Administration</b>				
855	Alloc: Staff Salary Burden from GF755	288,364	283,920	295,756	307,863
857	Alloc: Admin Sal'y Burden from GF765	49,244	39,456	49,448	41,195
859	Bonding	0	150	150	150
861	Personnel Uniforms and Training	9,279	10,650	8,722	10,650
863	Accounting Services	3,000	4,000	4,000	4,000
871	Office and Billing Supplies	21,450	21,200	19,856	21,500
873	Telephone	3,318	3,450	3,557	3,450
875	Property Insurance	4,813	6,000	5,996	6,000
881	Truck Insurance	1,191	1,200	1,150	1,200
883	Truck Operations	14,636	10,000	12,007	10,000
<b>Total: Acct 850 Water Administration</b>		<b><u>\$395,295</u></b>	<b><u>\$380,026</u></b>	<b><u>\$400,642</u></b>	<b><u>\$406,008</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 POOLSVILLE

## FY 2017 Close-Out

### WATER and WASTEWATER FUND - CAPITAL PROJECTS SUMMARY

Adopted August 7, 2017

Printed: 29-Aug-17

Acct No.	Item or Description	Year To Do	Est. Project Cost	Prior Bal. + FY 16 Act.	FY 17 Close-Out	FY 18 Bgt. Budget	----- Forward Planning Cycle -----			
							FY 19	FY 20	FY 21	FY 22
<b><u>Project Funding</u></b>										
3130	Water Collection & Distribution		2,458,641	909,336	79,657	85,500	96,000	121,000	111,000	20,000
3150	Wastewater Systems		853,573	116,326	227,000	163,000	180,000	145,000	95,000	70,000
3167	Small Water & Wastewater Equip.		232,819	212,956	84,343	35,000	35,000	35,000	35,000	35,000
3169	Inflow & Infiltration		0	333,429	225,000	50,000	50,000	70,000	100,000	100,000
3170	Gen'l. Infrastructure Programs		0	41,071	10,000	40,000	40,000	115,000	115,000	285,000
<b>Total Funding Allocations</b>			<b>\$3,545,032</b>	<b>\$1,613,118</b>	<b>\$626,000</b>	<b>\$373,500</b>	<b>\$401,000</b>	<b>\$486,000</b>	<b>\$456,000</b>	<b>\$510,000</b>
<b><u>Direct Funding</u></b>										
3130	Allocation of unrestricted funds			210,000						
3130	Impact Fees			106,297						
	Huron Payment			111,411						
	Sale of Town Parcels			191,999						
3150	Impact Fees				25,000					
3150	Allocation of unrestricted funds									
3167	Allocation of unrestricted funds									
3169	Allocation of unrestricted funds			333,429	175,000					
<b>Sub-total: Direct Funding</b>				<b>\$953,136</b>	<b>\$200,000</b>	<b>\$0</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>\$659,982</b>	<b>\$426,000</b>	<b>\$373,500</b>	<b>\$401,000</b>	<b>\$486,000</b>	<b>\$456,000</b>	<b>\$510,000</b>
<b><u>Project Expenditures</u></b>										
				<b>FY 16 Act.</b>						
3130	Water Collection & Distribution			(79,157)	(184,071)	(656,802)	(25,000)	0	(353,000)	0
3150	Wastewater Systems			(61,686)	(89,479)	(201,010)	(185,000)	(105,000)	(45,000)	(100,000)
3167	Small Water & Wastewater Equip.			(60,649)	(173,818)	(87,800)	(19,500)	(60,000)	0	0
3169	Inflow & Infiltration			(25,176)	(152,189)	0	0	0	0	0
3170	Gen'l. Infrastructure Programs			(32,310)	(5,525)	0	0	0	0	0
<b>Total Expenditures</b>				<b>(\$258,978)</b>	<b>(\$605,081)</b>	<b>(\$945,612)</b>	<b>(\$229,500)</b>	<b>(\$165,000)</b>	<b>(\$398,000)</b>	<b>(\$100,000)</b>
<b><u>Account Balance by Year</u></b>										
3130	Water Collection & Distribution			830,179	725,765	154,463	225,463	346,463	104,463	124,463
3150	Wastewater Systems			54,640	192,162	154,152	149,152	189,152	239,152	209,152
3167	Small Water & Wastewater Equip.			152,307	62,832	10,032	25,532	532	35,532	70,532
3169	Inflow & Infiltration			308,253	381,064	431,064	481,064	551,064	651,064	751,064
3170	Gen'l. Infrastructure Programs			8,761	13,236	53,236	93,236	208,236	323,236	608,236
<b>Available For Capital Projects</b>				<b>\$1,354,140</b>	<b>\$1,375,059</b>	<b>\$802,946</b>	<b>\$974,446</b>	<b>\$1,295,446</b>	<b>\$1,353,446</b>	<b>\$1,763,446</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 2017 Close-Out

### WATER & WASTEWATER FUND - CAPITAL PROJECTS

Adopted August 7, 2017

Printed: 29-Aug-17

Acct No.	Item or Description	Year To Do	Est. Project Cost	Prior Bal. + FY 16 Act.	FY 17 Close-Out	FY 18 Bgt. Budget	Forward Planning Cycle			
							FY 19	FY 20	FY 21	FY 22
<b>Project Funding</b>										
3130	Water Collection & Distribution			330	19,117					
	Carry-over funds: Completed Projects				(9,343)	Transferred to Account 3167				
	Carry-Over Funds allocated to projects				20,000	20,000	20,000	20,000	20,000	20,000
1	Equip Replace/Major Rebuild	open								
a	Well 8 VFD Replace	FY17	4,710							
b	CL2 Booster Pump Replace	FY17	1,431							
2	Water Valve Repl	open			20,000	25,000	25,000			
3	Well Implementation	Annl.		1,505	1,500	500				
4	Well 11 (Rabanales)	FY16	610,000	140,000						
	Huron Payment			111,411						
	Sale of Town Parcels			191,999						
	Use of Unrestricted Reserves			180,000						
5	Alpha Media	Open		3,000			1,000	1,000	1,000	
6	Repaint Intr.of 500K Gal. Tank	FY16	130,000	100,000	(17,374)					
				30,000						
7	Well Component Rehab. 2,3 & 5	FY16	30,000	14,794						
8	Hydrant Markers	FY17	7,500		7,500					
					(1,744)					
9	Repaint Ext. 500K Gal. Tank	FY21	350,000	30,000	40,000	40,000	50,000	100,000	90,000	
10	Well 14 (Westerly/Jamison)	Open	525,000							
	Use of Impact Fees			106,297						
11	Well 15 (Cattail/Jamison)	Open	800,000							
	<b>Total Funding Allocations</b>		<b>\$2,458,641</b>	<b>\$909,336</b>	<b>\$79,657</b>	<b>\$85,500</b>	<b>\$96,000</b>	<b>\$121,000</b>	<b>\$111,000</b>	<b>\$20,000</b>
<b>Project Expenditures</b>										
3130	Water Collection & Distribution			<b>FY 16 Act.</b>						
1	Equip Replace/Major Rebuild									
a	Well 8 VFD Replace	FY17			(4,710)					
b	CL2 Booster Pump Replace	FY17			(1,431)					
2	Water Valve Repl	Open				(45,000)	(25,000)			
3	Well Implementation	Annl.		(234)		(2,772)				
4	Well 11 (Rabanales)	FY16		(16,188)	(61,304)	(545,918)				
5	Alpha Media	Open				(3,000)			(3,000)	
6	Repaint Intr. 500K Tank	FY16		(11,737)	(100,889)					
7	Well Component Rehab. 2,3 & 5	FY16		(677)	(6,576)	(7,541)				
8	Hydrant Markers	FY17			(5,756)					
9	Repaint Ext. 500K Gal. Tank	FY21							(350,000)	
10	Well 14 (Westerly/Jamison)	Open		(50,321)	(3,405)	(52,571)				
11	Well 15 (Cattail/Jamison)	Open								
	<b>Total Expenditures</b>			<b>(\$79,157)</b>	<b>(\$184,071)</b>	<b>(\$656,802)</b>	<b>(\$25,000)</b>	<b>\$0</b>	<b>(\$353,000)</b>	<b>\$0</b>
3130	<b>Account Balance by Year</b>			<b>\$830,179</b>	<b>\$725,765</b>	<b>\$154,463</b>	<b>\$225,463</b>	<b>\$346,463</b>	<b>\$104,463</b>	<b>\$124,463</b>

**Notes**

**Shading key in Table: FY 16 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 three year cycle.
- 6 Recoating the interior of the 500K Water Tank.
- 7 Replacement of valves and components.
- 8 Markers for hydrants during heavy snows
- 9 Recoating the exterior of the 500K Water Tank.
- 10 Well Funded through Developer and Impact Fee Funds. Part of the Westerly 7 Subdivision.
- 11 Future well funded by the developers through impact fees.

# THE TOWN OF POOLSVILLE

FY 2017 Close-Out

## WATER & WASTEWATER FUND - CAPITAL PROJECTS

Adopted August 7, 2017

Printed: 29-Aug-17

Acct No.	Item or Description	Year To Do	Est. Project Cost	Prior Bal. + FY 16 Act.	FY 17 Close-Out	FY 18 Bgt. Budget	Forward Planning Cycle			
							FY 19	FY 20	FY 21	FY 22
<b>Project Funding</b>										
3150	Wastewater Systems									
	Carry-over funds: Completed Projects			237	19,402					
	Carry-Over Funds allocated to projects				(11,108)					
1	Equip Replace/Major Rebuild	open			50,000	40,000	40,000	40,000	40,000	40,000
a	WWTP Air Valve Replacement	FY17	8,340							
b	WWTP Influent Rebuild	FY17	6,989							
c	Replace Stoney Springs Pump	FY17	6,155							
d	Rebuild Fisher Avenue Pump	FY17	3,168							
e	Rebuild Stoney Springs Pump	FY17	4,150							
f	Rebuild Main WWTP Pump	FY17	17,000							
g	WWTP Valves	FY17	4,330							
h	Koteen Flow Monitor	FY17	10,181		10,181	[Allocation of Carry-Over Funds]				
2	Pump Station Level Controllers	FY16	33,000	20,914						
3	Replacement WWTP Mixers	FY16	24,000	23,915	12,000					
4	Sludge Pumps	FY16	33,260	16,260	20,000					
					(19,402)	[Excess funding transferred into Carry-Over Funds]				
5	Alum Feed System	FY17	40,000	20,000	20,000					
6	Replace Decant Pump	FY17	28,000	8,000	20,000					
					927	[Allocation of Carry-Over Funds]				
7	Hunter's Run Pump Station	FY18	40,000		20,000	20,000				
8	Replace Main WWTP Pump #1	FY18	25,000		25,000					
9	WWTP Monitoring System	FY18	85,000		30,000	30,000				
<b>Use of Unrestricted Funds</b>										
10	U.V. System Rebuild	FY19	75,000	27,000	10,000	18,000	20,000			
11	Replace Main WWTP Pump #2	FY19	25,000				25,000			
12	Refurbish WWTP Filters	FY19	60,000		20,000	20,000	20,000			
13	Backwash Pump #1	FY19	25,000			10,000	15,000			
14	Replace Main WWTP Pump #3	FY20	75,000					25,000		
15	WWTP Main Station VFD's	FY20	40,000				20,000	20,000		
16	Update WWTP PLC	FY20	40,000				20,000	20,000		
17	Backwash Pump #2	FY21	25,000					10,000	15,000	
18	Digester Blower	FY21	20,000					10,000	10,000	
19	Sludge Screw Pump	FY22	20,000						10,000	10,000
20	Paint WWTP	FY22	80,000				20,000	20,000	20,000	20,000
	<b>Total Funding Allocations</b>		<b>\$853,573</b>	<b>\$116,326</b>	<b>\$227,000</b>	<b>\$163,000</b>	<b>\$180,000</b>	<b>\$145,000</b>	<b>\$95,000</b>	<b>\$70,000</b>
<b>Project Expenditures</b>										
3150	Wastewater Systems									
1	Equip Replace/Major Rebuild	open								
a	WWTP Air Valve Replacement	FY17			(8,340)					
b	WWTP Influent Rebuild	FY17			(6,989)					
c	Replace Stoney Springs Pump	FY17			(6,155)					
d	Rebuild Fisher Avenue Pump	FY17			(3,168)					
e	Rebuild Stoney Springs Pump	FY17			(4,150)					
f	Rebuild Main WWTP Pump	FY17			(16,249)					
g	WWTP Valves	FY17			(4,330)					
h	Koteen Flow Monitor	FY17			(10,181)					
2	Pump Station Level Controllers	FY16		(20,914)						
3	Replacement WWTP Mixers	FY16		(23,914)		(12,000)				
4	Sludge Pumps	FY16		(16,858)						
5	Alum Feed System	FY17			(990)	(39,010)				
6	Replace Decant Pump	FY17			(28,927)					
7	Hunter's Run Pump Station	FY18				(40,000)				
8	Replace Main WWTP Pump #1	FY18				(25,000)				
9	WWTP Monitoring System	FY18				(85,000)				
10	U.V. System Rebuild	FY19					(75,000)			
11	Replace Main WWTP Pump #2	FY19					(25,000)			
12	Refurbish WWTP Filters	FY19					(60,000)			
13	Backwash Pumps #1	FY19					(25,000)			
14	Replace Main WWTP Pump #3	FY20						(25,000)		
15	WWTP Main Station VFD's	FY20						(40,000)		
16	Update WWTP PLC	FY20						(40,000)		
17	Backwash Pump #2	FY21							(25,000)	
18	Digester Blower	FY21							(20,000)	
19	Sludge Screw Pump	FY22								(20,000)
20	Paint WWTP	FY22								(80,000)
	<b>Total Expenditures</b>			<b>(\$61,686)</b>	<b>(\$89,479)</b>	<b>(\$201,010)</b>	<b>(\$185,000)</b>	<b>(\$105,000)</b>	<b>(\$45,000)</b>	<b>(\$100,000)</b>
3150	<b>Account Balance by Year</b>			<b>\$54,640</b>	<b>\$192,162</b>	<b>\$154,152</b>	<b>\$149,152</b>	<b>\$189,152</b>	<b>\$239,152</b>	<b>\$209,152</b>

**Notes**

**Shading key in Table: FY 16 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 This category provides for the replacement or major rebuild of pumps and major components.
- 2 Replacement of level pump controllers and flow recorder.
- 3 Replacement of the original equipment.
- 4 Rebuild of the original equipment.
- 5 Chemical application lines for phosphorus removal.
- 6 Replacement pump.
- 7 Replacement of pumps and valves.
- 8 Replacement of original equipment.
- 9 System used to all monitor aspects of operations for process control.
- 10 Rebuild of WWTP disinfection system.
- 11 Replacement of original equipment.
- 12 Refurbish the gravel, sand, and anthracite.
- 13 Replacement of original equipment.
- 14 Replacement of original equipment.
- 15 Replacement of electronic control equipment.
- 16 Required update of computer and control equipment.
- 17 Replacement of original equipment.
- 18 Replacement of air equipment.
- 19 Replacement of original equipment.
- 20 Repainting of pipe gallery.

# THE TOWN OF POOLSVILLE

## FY 2017 Close-Out

### WATER & WASTEWATER FUND - CAPITAL PROJECTS

Adopted August 7, 2017

Printed: 29-Aug-17

Acct No.	Item or Description	Year To Do	Est. Project Cost	Prior Bal. + FY 16 Act.	FY 17 Close-Out	FY 18 Bgt. Budget	Forward Planning Cycle			
							FY 19	FY 20	FY 21	FY 22
<b>Project Funding</b>										
3167	Small Water & Wastewater Equip.				172					
Carry-over funds: Completed Projects										
Carry-Over Funds allocated to projects										
1	Future W&S Equipment Needs	Open		19,672	20,000	20,000	20,000	20,000	20,000	20,000
a	CL2 Scales	FY16	10,412							
b	Polymer Mixer	FY16	3,000							
c	WWTP Air Dryer	FY16	3,318							
d	WWTP Stairs	FY16	5,795							
e	Refrigerated Sampler	FY16	6,082							
f	Water Analyzing Equipment	FY16	1,628							
g	Metal Detector	FY17	800							
h	Cordless Impact	FY17	500							
i	Submersible Pump	FY17	700							
j	Sewer Cam Rebuild	FY17	1,884							
k	Portable Pump Check Valve	FY17	1,900							
l	Misc Water Main repair tools	FY18	2,500							
m	Blower Room Exhaust Fan	FY18	1,000							
n	Pipe Gallery Heater	FY18	1,500							
o	Air Compressor	FY18	1,500							
p	Small Enclosed Trailer	FY18	1,500							
q	Portable Generator	FY18	1,800							
2	Water Meter Replacement	Annl.	105,000	20,284	15,000	15,000	15,000	15,000	15,000	15,000
3	WWTP Lab Equipment	FY16	7,000	7,000	(172)	[Excess funding transferred into Carry-Over Funds]				
4	Water Communication System	FY16	75,000	75,000	9,343	[Transferred From Account 3130]				
<b>Budget Amendment 3/21/2016</b>				<b>81,000</b>						
5	Main Valve Actuator	FY18	2,000			2,000				
6	Lagoon Flow Meter	FY18	5,000			5,000				
7	Koteen Monitoring System	FY18	11,000			11,000				
8	Fisher & Elgin Monitoring System	FY19	16,000			8,000	8,000			
9	WWTP Lighting Upgrade	FY19	3,500			3,500				
10	Sewer Jet	FY20	60,000	10,000	5,000	10,000	15,000	20,000		
<b>Budget Amendment 5/22/17</b>					<b>35,000</b>					
11	Sewer Camera	FY23	75,000				10,000	15,000	15,000	15,000
<b>Total Funding Allocations</b>			<b>\$232,819</b>	<b>\$212,956</b>	<b>\$84,343</b>	<b>\$35,000</b>	<b>\$35,000</b>	<b>\$35,000</b>	<b>\$35,000</b>	<b>\$35,000</b>
<b>Project Expenditures</b>										
3167	Other Water & Wastewater Equip.			FY 16 Act.						
1	Future W&S Equipment Needs									
a	CL2 Scales	FY16		(10,412)						
b	Polymer Mixer	FY16			(3,122)					
c	WWTP Air Dryer	FY16		(3,318)						
d	WWTP Stairs	FY16		(5,795)						
e	Refrigerated Sampler	FY16		(6,082)						
f	Water Analyzing Equipment	FY 16		(1,628)						
g	Metal Detector	FY17			(780)					
h	Cordless Impact	FY17			(428)					
i	Submersible Pump	FY17			(644)					
j	Sewer Cam Rebuild	FY17			(1,884)					
k	Portable Pump Check Valve	FY17			(1,900)					
l	Misc Water Main repair tools	FY18				(2,500)				
m	Blower Room Exhaust Fan	FY18				(1,000)				
n	Pipe Gallery Heater	FY18				(1,500)				
o	Air Compressor	FY18				(1,500)				
p	Small Enclosed Trailer	FY18				(1,500)				
q	Portable Generator	FY18				(1,800)				
2	Water Meter Replacement	Annl.		(11,877)	(14,426)					
3	WWTP Lab Equipment	FY16		(5,150)	(1,678)					
4	Water Communication System	FY16		(16,387)	(148,956)					
5	Main Valve Actuator	FY18				(2,000)				
6	Lagoon Flow Meter	FY18				(5,000)				
7	Koteen Monitoring System	FY18				(11,000)				
8	Fisher & Elgin Monitoring System	FY19					(16,000)			
9	WWTP Lighting Upgrade	FY19					(3,500)			
10	Sewer Jet	FY20				(60,000)				
11	Sewer Camera	FY23						(60,000)		
<b>Total Expenditures</b>				<b>(\$60,649)</b>	<b>(\$173,818)</b>	<b>(\$87,800)</b>	<b>(\$19,500)</b>	<b>(\$60,000)</b>	<b>\$0</b>	<b>\$0</b>
3167	<b>Account Balance by Year</b>			<b>\$152,307</b>	<b>\$62,832</b>	<b>\$10,032</b>	<b>\$25,532</b>	<b>\$532</b>	<b>\$35,532</b>	<b>\$70,532</b>

**Notes**

**Shading key in Table: FY 16 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 Replace and upgrade process control testing equipment.
- 4 Replace outdated communications for entire water system.
- 5 Replacement of original WWTP Equipment.
- 6 New equipment to monitor lagoon discharge required by MDE.
- 7 Monitor and emergency notification system.
- 8 Monitor and emergency notification system.
- 9 Upgrade outdoor fixtures
- 10 Replacement of original equipment.
- 11 Replacement of original equipment.



# THE TOWN OF POOLSVILLE

## FY 2017 Close-Out

### WATER & WASTEWATER FUND - CAPITAL PROJECTS

Adopted August 7, 2017

Printed: 29-Aug-17

Acct No.	Item or Description	Year To Do	Est. Project Cost	Prior Bal. + FY 16 Act.	FY 17 Close-Out	FY 18 Bgt. Budget	Forward Planning Cycle			
							FY 19	FY 20	FY 21	FY 22
<b>Project Funding</b>										
3169	Inflow & Infiltration									
Carry-over funds: Completed Projects										
Carry-Over Funds allocated to projects										
1	On-going I & I Reduction Pgm.	Annl.	Open		50,000	50,000	50,000	70,000	100,000	100,000
	Budget Amendment 2/16/16			20,000	175,000					
	Use of Unrestricted Funds			313,429						
	[Budget Amendment 8/15/16]									
<b>Total Funding Allocations</b>			\$0	\$333,429	\$225,000	\$50,000	\$50,000	\$70,000	\$100,000	\$100,000
<b>Project Expenditures</b>										
3169	Inflow & Infiltration			<b>FY 16 Act.</b>						
1	On-going I & I Reduction Pgm.	Annl.		(15,201)	(139,215)					
	Monitoring & Main Insp.			(9,975)	(12,973)					
<b>Total Expenditures</b>				(\$25,176)	(\$152,189)	\$0	\$0	\$0	\$0	\$0
3169	<b>Account Balance by Year</b>			\$308,253	\$381,064	\$431,064	\$481,064	\$551,064	\$651,064	\$751,064

**Notes**

**Shading key in Table: FY 16 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 16 Act.	FY 17 Close-Out	FY 18 Bgt. Budget	Forward Planning Cycle			
							FY 19	FY 20	FY 21	FY 22
<b>Project Funding</b>										
3170	Gen'l. Infrastructure Programs			92						
Carry-over funds: Completed Projects										
Carry-Over Funds allocated to projects										
1	Emergency Repair/Replace	open		40,979	10,000	40,000	40,000	40,000	40,000	40,000
2	Infrastructure Replacement Fund	open						75,000	75,000	245,000
<b>Total Funding Allocations</b>			\$0	\$41,071	\$10,000	\$40,000	\$40,000	\$115,000	\$115,000	\$285,000
<b>Project Expenditures</b>										
3170	Gen'l. Infrastructure Programs			<b>FY 16 Act.</b>						
1	Emergency Repair/Replace									
a	Sewer System			(12,143)	(5,525)					
b	Water System			(20,167)						
2	Infrastructure Replacement Fund									
<b>Total Expenditures</b>				(\$32,310)	(\$5,525)	\$0	\$0	\$0	\$0	\$0
3170	<b>Account Balance by Year</b>			\$8,761	\$13,236	\$53,236	\$93,236	\$208,236	\$323,236	\$608,236

**Notes**

**Shading key in Table: FY 16 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.**

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

# THE TOWN OF POOLESVILLE

## FY 2017 Close-Out

### TOWN STATISTICS

Adopted August 7, 2017

Printed: 29-Aug-17

Note No.	Item or Description	Fiscal Year 2012	Fiscal Year 2013	Fiscal Year 2014	Fiscal Year 2015	Fiscal Year 2016	Fiscal Year 2017	Fiscal Year 2018
[1]	<b>Population</b>	5,134	5,261	5,373	5,437	5,510		
	<b>Housing</b>							
	Single Family	1,391	1,431	1,466	1,486	1,492	1,492	
	Town Houses	336	336	336	336	353	353	
	Total Family Dwellings	1,727	1,767	1,802	1,822	1,845	1,845	
	Other	56	56	56	56	56	56	
[2]	<b>Net Assessable Base</b>							
	As Reported	685,977,580	688,453,667	662,170,967	717,731,127	723,711,000	758,169,000	803,643,000
[2]	<b>Tax Rate</b>							
	As Adopted	\$15.90	\$15.90	\$16.70	\$16.70	\$17.00	\$17.56	\$17.56
[3]	<b>General Fund Budget</b>	[Actual]	[Actual]	[Actual]	[Actual]	[Actual]	[Projected]	[Budget]
	Operating Expenses	1,786,937	1,868,988	1,999,155	2,330,397	2,345,372	2,306,825	2,415,350
	Funding: Capital Projects	520,549	372,913	520,500	436,000	412,590	528,983	684,350
	Funding: Water/Wastewater Projects	225,000	463,397	301,000	206,384	422,760	426,000	373,500
	Total Budget (General Funds)	2,532,486	2,705,298	2,820,655	2,972,781	3,180,722	3,261,808	3,473,200
	Budgeted Cash Reserve	892,192	780,054	764,000	816,798	691,912	516,520	842,662
	Actual Close-Out Cash Reserve	882,098	798,239	862,464	915,607	697,871	837,384	
							[Projected]	
	<b>Water and Wastewater Fund Budget</b>							
	Operating Expenses	1,043,522	1,032,788	1,109,636	1,210,759	1,267,447	1,259,071	1,272,915
	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	12	12	13	14	14	14
	Area (acres)	56	56	56	60	65	65	65
	Number of:							
	Tennis Courts	4	4	4	4	4	4	4
	Basketball Courts	3	3	3	4	4	4	4
	Baseball Fields	4	4	4	4	4	4	4
	Soccer Fields	4	5	5	6	6	6	6
	Tot Lots	6	7	7	8	8	8	9
	<b>Miles of Town Roads</b>	16.31	16.31	18.00	18.50	19.00	20.00	20.00
	<b>Number of Municipal Water Wells</b>	11	10	10	10	10	11	12
	<b>Avg. Water Production (Gal/Day)</b>	437,670	468,393	438,160	500,577	461,721		
	Calendar year							
	<b>Avg - WWTP (Gal/Day)</b>	513,391	670,530	630,000	534,417	491,750		
	Calendar year							
	<b>Number of Town Employees</b>							
	Full Time	14	16	16	16	18	18	19
	Part Time	1	0	0	0	0	0	0
	Summer Help		1	2	2	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 5,201 population figure in 2015.
- [3] All Budget figures exclude special revenues such as Impact Fees or dedicated Grants.