



TOWN OF  
**Poolesville**  
MARYLAND

**FY 2019 Close-Out**

Adopted August 5, 2019

# **THE TOWN OF POOLSVILLE**

## **FY 2019 Close-out**

### **Executive Summary**

The Commissioners of Poolesville are proud to present the fiscal year end for the 2019 Budget. The Annual Budget is comprised of multiple funds, this document provides information on the Town's General Operating Fund, Water & Wastewater Operating Fund and the Capital Improvements Program. Detailed information on each revenue and expenditure figures are included in the following pages.

The original FY 2019 General Operating Fund adopted May 21, 2018 was developed utilizing projected revenue estimates recommended by both County and State budget analysts. Fortunately, many of the revenue streams were higher than anticipated (see page 6) and fees from 22 new homes and 1 commercial development were collected (see page 3). In addition to the elevated revenue streams, funds maintained in the Town's investment funds performed excellent due to the strong economy. The increased revenue resulted in a year-end balance of nearly \$340,000 and an overall cash on hand balance of \$3,609,675.

Impact fees and other developer fees continue to pay-off the Wastewater Treatment Plant expansion and sewer inflow and infiltration rehabilitation loans. (see page 4)

The Water and Sewer Fund also closed out better than projected (see page 20), but still needed a \$42,000 grant from the General Fund to balance.

Capital project funding priorities in FY 2019 included equipment purchases, well construction, street paving, and park projects.

In conclusion, the FY 2019 Budget addressed the goals and priorities established by the Commissioners of Poolesville for the Town's future. The budget is fiscally sound, addresses needs on a priority basis, and is balanced in accordance with State statutes.

***D. Wade Yost***  
Town Manager

# THE TOWN OF POOLESVILLE

## FY 2019 Close-Out

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

Adopted August 5, 2019

Printed: 6-Aug-19

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

Item	FY 18 Actual	FY 19 Budget	FY 19 Close-Out	FY 20 Budget
<b>Revenue</b>	3,624,925	3,595,697	3,999,118	3,785,028
Funding: General Projects	(684,350)	(698,250)	(706,750)	(720,000)
Funding: Water / Wastewater Projects	(373,500)	(462,122)	(480,122)	(479,000)
Sub-Total: Capital Projects	(1,057,850)	(1,160,372)	(1,186,872)	(1,199,000)
Operating Expenses	(2,264,056)	(2,431,662)	(2,472,423)	(2,585,492)
<b>Total Annual Expenditures</b>	(3,321,906)	(3,592,034)	(3,659,295)	(3,784,492)
<b>Annual Balance</b>	<b><u>\$303,019</u></b> 8.4%	<b><u>\$3,663</u></b> 0.1%	<b><u>\$339,823</u></b> 8.5%	<b><u>\$536</u></b> 0.0%

**Notes**

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

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

##### Based on the Figures from the FY 2019 Close-Out and the Current Five-Year Plan for Funding Capital Projects

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

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

Item	FY 18 Actual	FY 19 Budget	FY 19 Close-Out	FY 19 Budget
Unspent Funds: General Projects	924,661	599,693	809,134	824,006
Unspent Funds: W & WW Projects	1,448,945	964,488	1,322,366	1,081,071
Sub-Total: Unspent Capital Funding	2,373,606	1,564,181	2,131,500	1,905,077
<b>Unrestricted Reserve (Genl Fund)</b>	<b>1,058,902</b>	<b>629,824</b>	<b>966,534</b>	<b>967,070</b>
<b>Balance (Water / Wastewater Fund)</b>	<b>68</b>	<b>(72,722)</b>	<b>89</b>	<b>(39,474)</b>
Restricted Funds	274,903	267,529	220,068	235,068
<b>Total Financial Reserves On-Hand</b>	<b><u>\$3,707,479</u></b>	<b><u>\$2,388,812</u></b>	<b><u>\$3,318,191</u></b>	<b><u>\$3,067,741</u></b>

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

Item	FY 21	FY 22	FY 23	FY 24
Unspent Funds: General Projects	715,505	1,328,505	1,104,505	1,724,005
Unspent Funds: W & WW Projects	1,003,072	1,478,072	1,964,072	2,319,072
Sub-Total: Unspent Capital Funding	1,718,577	2,806,577	3,068,577	4,043,077
<b>Unrestricted Reserve (Genl Fund)</b>	<b>977,747</b>	<b>979,621</b>	<b>980,517</b>	<b>994,391</b>
<b>Balance (Water / Wastewater Fund)</b>	<b>(79,037)</b>	<b>(118,600)</b>	<b>(158,163)</b>	<b>(197,726)</b>
Restricted Funds	235,068	235,068	235,068	235,068
<b>Total Financial Reserves On-Hand</b>	<b><u>\$2,852,355</u></b>	<b><u>\$3,902,665</u></b>	<b><u>\$4,125,999</u></b>	<b><u>\$5,074,810</u></b>

**Notes**

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

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

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

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

# THE TOWN OF POOLSVILLE

## FY 2019 Close-Out

### RESTRICTED FUNDS and CASH SUMMARIES

Adopted August 5, 2019

Printed: 6-Aug-19

Ref. Page	Item or Description	Y/E 06/30/18 FY 18 Actual	Y/E 06/30/19 FY 19 Budget	Y/E 06/30/19 FY 19 Close-Out	Y/E 06/30/20 FY 19 Budget
<b>RESTRICTED FUNDS</b>					
[1]	<b>Chesapeake Bay Restoration Fee</b>				
	Funds Collected With Water Bills	114,915	111,645	121,448	111,645
	Admin Fee	(7,168)	(5,582)	(5,783)	(5,582)
	Paid To Maryland	(107,747)	(106,063)	(115,665)	(106,063)
	Balance Forward	0	0	0	0
	<b>Closing Balance: Year End</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
[2]	<b>Sewer Connection Fee</b>				
	Funds Collected		0	0	0
	Balance Forward	16,348	16,348	6,348	6,348
	Funds Allocated	(10,000)	0	0	0
	<b>Closing Balance: Year End</b>	<b>6,348</b>	<b>16,348</b>	<b>6,348</b>	<b>6,348</b>
[3]	<b>Development Recreation Fee</b>				
	Funds Collected	10,404	0	29,791	0
	Balance Forward	29,180	29,180	39,584	69,375
	Funds Allocated	0	0	0	0
	<b>Closing Balance: Year End</b>	<b>\$39,584</b>	<b>\$29,180</b>	<b>\$69,375</b>	<b>\$69,375</b>
[4]	<b>Community Events Roll-Over Funds</b>				
	Funds Collected	27,554	0	32,573	0
	Balance Forward	9,377	27,367	12,246	21,711
	Funds Allocated	(24,685)		(23,108)	0
	<b>Closing Balance: Year End</b>	<b>\$12,246</b>	<b>\$27,367</b>	<b>\$21,711</b>	<b>\$21,711</b>
[5]	<b>Economic Development</b>				
	Funds transferred	0	25,000	25,000	25,000
	Balance Forward	3,205	3,205	3,205	28,205
	Funds Allocated	0	0	0	0
	<b>Closing Balance: Year End</b>	<b>\$3,205</b>	<b>\$28,205</b>	<b>\$28,205</b>	<b>\$53,205</b>
[6]	<b>Reforestation Fees</b>				
	Fees Collected	142,208	181,429	0	
	Balance Forward	39,221	0	126,167	70,679
	Funds Allocated	(55,262)	(40,000)	(55,488)	
	<b>Closing Balance: Year End</b>	<b>\$126,167</b>	<b>\$141,429</b>	<b>\$70,679</b>	<b>\$70,679</b>
[7]	<b>Speed Camera Revenue</b>				
	Fees Collected	0	0	0	0
	Balance Forward	49,853	49,853	49,853	0
	Funds Allocated	0	(49,853)	(49,853)	
	<b>Closing Balance: Year End</b>	<b>\$49,853</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
[8]	<b>Development Funds</b>				
	<b>Kettler Proffer</b>				
	Fees Collected	21,250	0	11,250	0
	Bus Shelter	15,000		(15,000)	
	Balance Forward	11,250	25,000	37,500	23,750
	I&I Loan	(10,000)	0	(10,000)	(10,000)
	<b>Closing Balance: Year End</b>	<b>\$37,500</b>	<b>\$25,000</b>	<b>\$23,750</b>	<b>\$13,750</b>
	<b>Transfers From Restricted Funds</b>				
	For General Fund	(89,947)	0	0	0
	For General Capital Projects		(89,853)	(105,341)	0
	For W/WW Capital Projects	0	0	0	0
	<b>Closing Balance - All Restricted Funds (Not Including Bay Restoration Funds)</b>	<b>\$274,903</b>	<b>\$267,529</b>	<b>\$220,068</b>	<b>\$235,068</b>

**SUMMARY OF CASH ASSETS AT YEAR END**

Ref. Pg.	General Fund				
5	Unrestricted Funds at Year End	1,058,902	629,824	966,534	967,070
5	Accumulated Unspent Funds for Capital Projects	924,661	599,693	809,134	824,006
	<b>Total Funds on Hand</b>	<b>\$1,983,563</b>	<b>\$1,229,517</b>	<b>\$1,775,668</b>	<b>\$1,791,076</b>
	<b>Water and Wastewater Fund</b>				
21	Unrestricted Funds at Year End	68	(72,722)	89	(39,474)
21	Accumulated Unspent Funds for Capital Projects	1,448,945	964,488	1,322,366	1,081,071
	<b>Total Funds on Hand</b>	<b>\$1,449,013</b>	<b>\$891,766</b>	<b>\$1,322,455</b>	<b>\$1,041,597</b>
2	<b>Restricted Funds</b>				
	Top of Page	\$274,903	\$267,529	\$220,068	\$235,068
3	<b>Impact Fees</b>				
	Gen. Fund Impact Fee Balance at Year End	\$67,993	\$175,003	\$106,992	\$191,110
	W & WW Impact Fee Balance at Year End	\$632,204	\$652,568	\$184,492	\$405,847
	<b>TOTAL CASH ASSETS AT YEAR END</b>	<b>\$4,407,676</b>	<b>\$3,216,383</b>	<b>\$3,609,675</b>	<b>\$3,664,697</b>

**Notes**

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

# THE TOWN OF POOLSVILLE

## FY 2019 Close-Out

### SCHEDULE of IMPACT FEES

Adopted August 5, 2019

Printed: 6-Aug-19

Acct No.	Item or Description	Pct.	FY18 Actual	FY 19 Close-Out	FY 20 Bgt. Budget	----- Forward Planning Cycle -----			
						FY 21	FY 22	FY 23	FY 24
	Number of New Homes (in Fiscal Year)		21	22	30	30	30	30	18
	Impact Fee per New Home		12,323	12,532	12,745	12,962	13,182	13,406	13,634
	<b>Total Impact Fees: New Homes</b>		<b>258,783</b>	<b>275,704</b>	<b>382,351</b>	<b>388,851</b>	<b>395,462</b>	<b>402,185</b>	<b>245,413</b>
	Other Impact Fees (Commercial)			18,100					
	<b>Total: All Impact Fees</b>		<b>\$258,783</b>	<b>\$293,804</b>	<b>\$382,351</b>	<b>\$388,851</b>	<b>\$395,462</b>	<b>\$402,185</b>	<b>\$245,413</b>
4005	Recreation	17.0%	43,993	49,947	65,000	66,105	67,228	68,371	41,720
	Public Facilities	5.0%	12,939	14,690	19,118	19,443	19,773	20,109	12,271
4000	<b>Total: General Fund Capital Projects</b>	<b>22.0%</b>	<b>\$56,932</b>	<b>\$64,637</b>	<b>\$84,118</b>	<b>\$85,548</b>	<b>\$87,001</b>	<b>\$88,480</b>	<b>\$53,991</b>
1110	Water System	48.0%	124,216	141,026	183,529	186,649	189,822	193,049	117,798
1120	Wastewater System	30.0%	77,635	88,141	114,704	116,654	118,639	120,656	73,624
1100	<b>Total: Water/Wastewater Capital Projects</b>	<b>78.0%</b>	<b>\$201,851</b>	<b>\$229,167</b>	<b>\$298,233</b>	<b>\$303,303</b>	<b>\$308,461</b>	<b>\$313,705</b>	<b>\$191,422</b>

**Notes**

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

**Allocation and Expenditure of Impact Fees**

General Projects		FY 19 Actual	FY 19 Close-Out	FY 20 Bgt. Budget	----- Forward Planning Cycle -----			
					FY 21	FY 22	FY 23	FY 24
2030	<b>Public Facility</b>							
	New/Carried forward from Prior Years	37,043	14,690	19,118	19,443	19,773	20,109	12,271
	Reimbursement to General Fund							
	Actual / Projected Expenditures	(25,000)						
2035	<b>Recreation Programs</b>							
	<b>b. New Park Systems</b>							
	New/Carried forward from Prior Years	91,563	49,947	65,000	66,105	67,228	68,371	41,720
	Allocation of Impact Fees		(6,464)					
	Actual / Projected Expenditures							
	Reimbursement to Developers	(35,613)	(19,174)					
	<b>General Fund Impact Fee Totals</b>	<b>\$67,993</b>	<b>\$106,992</b>	<b>\$191,110</b>	<b>\$276,658</b>	<b>\$363,659</b>	<b>\$452,139</b>	<b>\$506,130</b>
Water & Wastewater Projects		FY 19 Actual	FY 19 Close-Out	FY 20 Bgt. Budget	----- Forward Planning Cycle -----			
					FY 21	FY 22	FY 23	FY 24
3130	<b>Well Implementation</b>							
	New/Carried forward from Prior Years	506,662	141,026	183,529	186,649	189,822	193,049	117,798
	Reimbursement to Developers							
	Allocation of Impact Fees		(600,000)					
	Actual / Projected Expenditures							
3150	<b>Wastewater Treatment</b>							
	Carried forward from Prior Years	202,421	88,141	114,704	116,654	118,639	120,656	73,624
	Allocation for Debt Service	(76,879)	(76,879)	(76,879)	(76,879)	(76,879)	(76,879)	(76,879)
	<b>Water &amp; Wastewater Fund Impact Fee Totals</b>	<b>\$632,204</b>	<b>\$184,492</b>	<b>\$405,847</b>	<b>\$632,271</b>	<b>\$863,853</b>	<b>\$1,100,678</b>	<b>\$1,215,221</b>
Impact Fee Balances On Hand								
General Fund Impact Fees								
	On Hand at Start of Fiscal Year	71,674	67,993	106,992	191,110	276,658	363,659	452,139
	New Impact Fees Received	56,932	64,637	84,118	85,548	87,001	88,480	53,991
	Less Fees Expended (actual or Planned)	(60,613)	(25,638)	0	0	0	0	0
	Gen. Fund Impact Fee Balance at Year End	<b>\$67,993</b>	<b>\$106,992</b>	<b>\$191,110</b>	<b>\$276,658</b>	<b>\$363,659</b>	<b>\$452,139</b>	<b>\$506,130</b>
Water and Wastewater Fund Impact Fees								
	On Hand at Start of Fiscal Year	507,232	632,204	184,492	405,847	632,271	863,853	1,100,678
	New Impact Fees Received	201,851	229,167	298,233	303,303	308,461	313,705	191,422
	Less Fees Expended (actual or Planned)	(76,879)	(676,879)	(76,879)	(76,879)	(76,879)	(76,879)	(76,879)
	W & WW Impact Fee Balance at Year End	<b>\$632,204</b>	<b>\$184,492</b>	<b>\$405,847</b>	<b>\$632,271</b>	<b>\$863,853</b>	<b>\$1,100,678</b>	<b>\$1,215,221</b>

# THE TOWN OF POOLSVILLE

## FY 2019 Close-Out

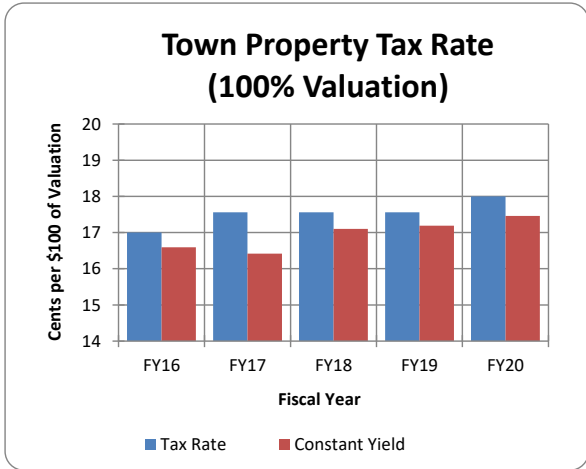
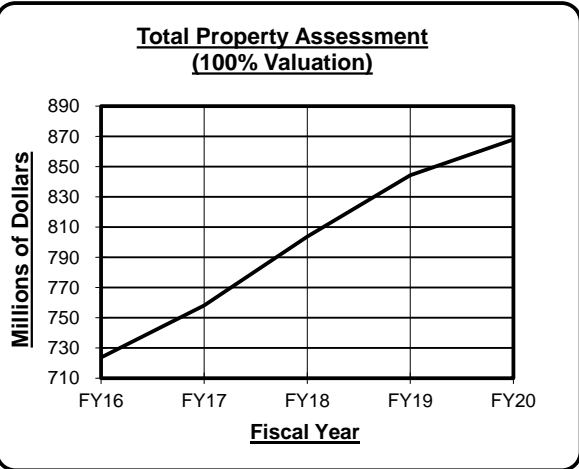
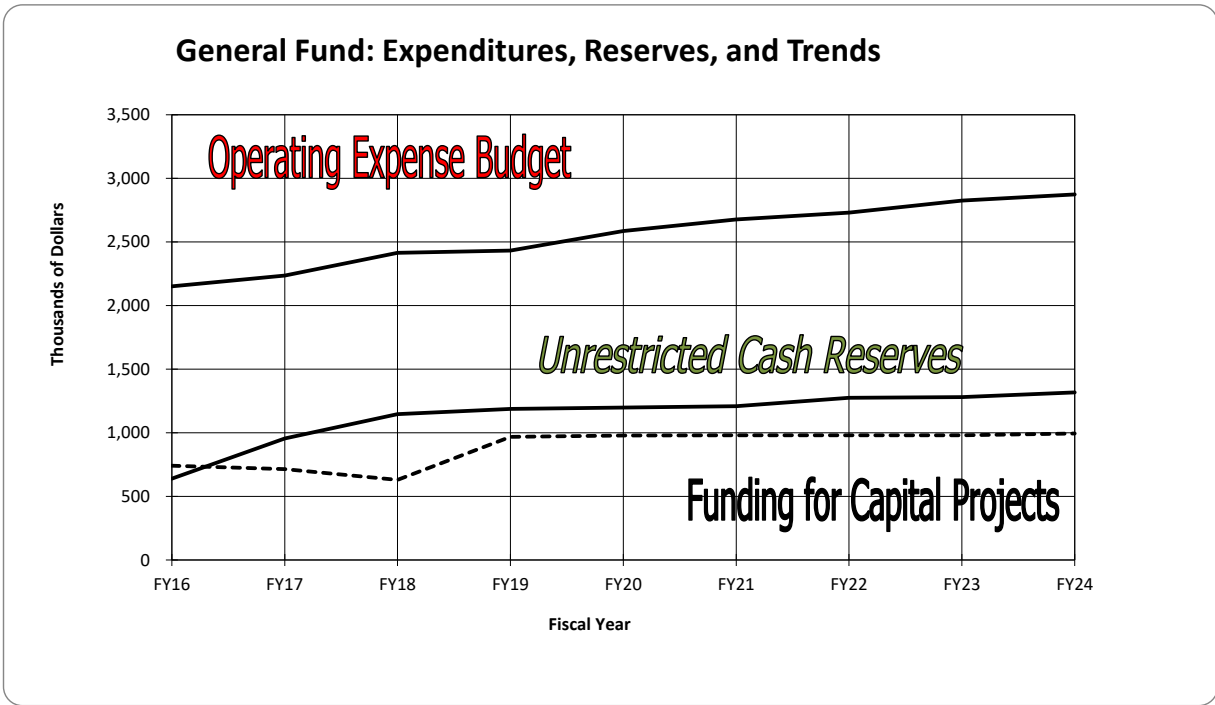
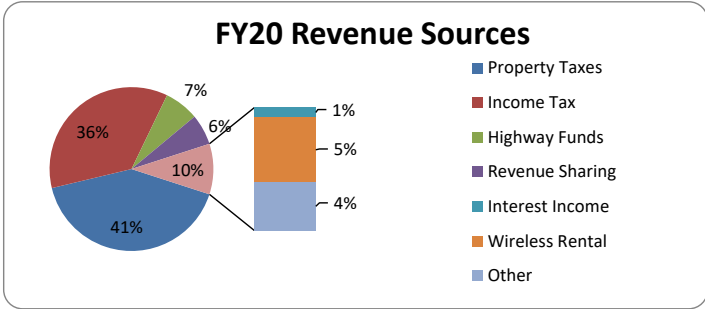
### OVERVIEW - Budgets and Taxes

Adopted August 5, 2019

Printed: 6-Aug-19

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

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



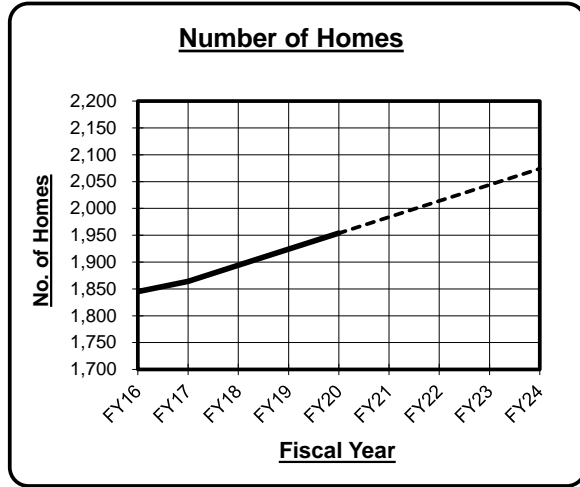
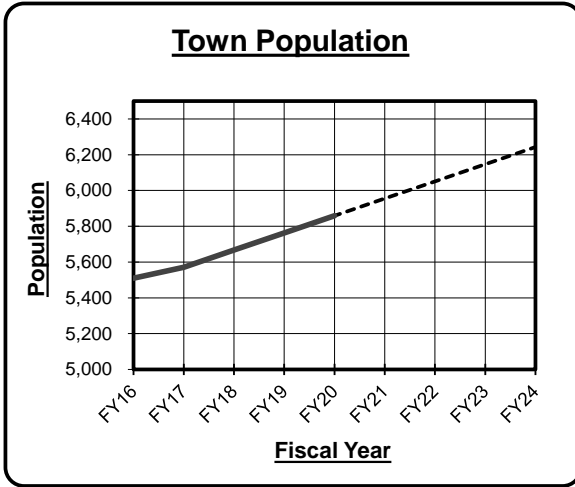
# THE TOWN OF POOLSVILLE

## FY 2019 Close-Out

### OVERVIEW - Town Population and Public Infrastructure

Adopted August 5, 2019

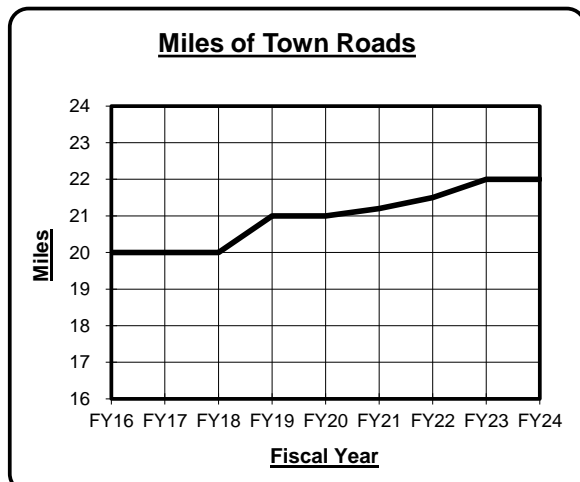
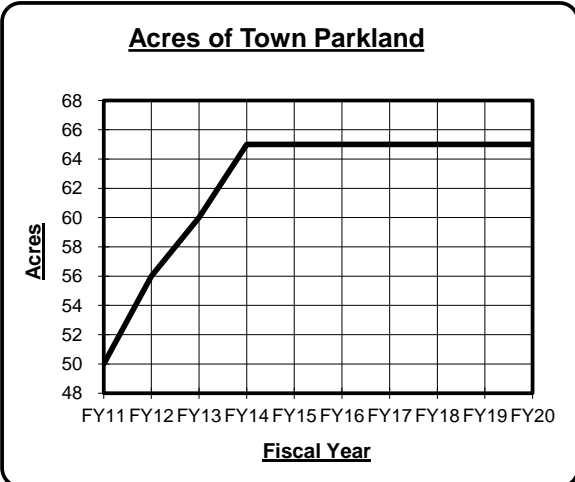
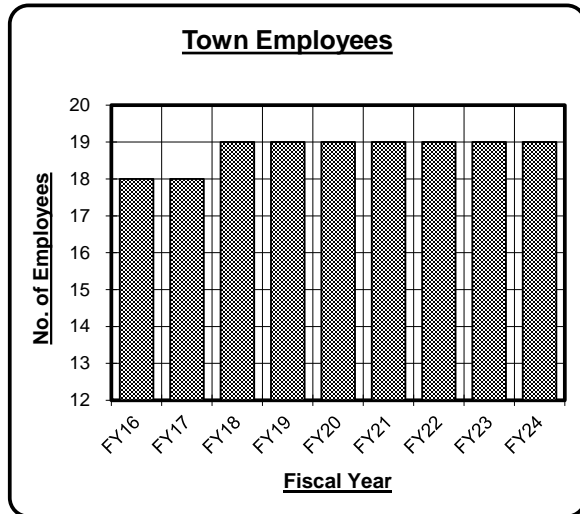
Printed: 6-Aug-19



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

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

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



# THE TOWN OF POOLSVILLE

## FY 2019 Close-Out

### SCHEDULE of OUTSTANDING DEBT

Adopted August 5, 2019

Printed: 6-Aug-19

Item No.	Description	Pay-off Year & Interest Rate	Balance: Y/E 06/30/19	FY18 Actual	FY 19 Close-Out	FY 20 Bgt. Budget	----- Forward Planning Cycle -----			
							FY 21	FY 22	FY 23	FY 24
<b>GENERAL PROJECTS DEBT SERVICE</b>										
1	No Debts Outstanding									
<b>Sub-total: General Projects</b>			<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>WATER &amp; WASTEWATER PROJECTS DEBT SERVICE</b>										
2	<b>WWTP Exp &amp; BNR Upgrade</b> Original Loan for \$1,250,000 in 2004 for 20 years. <i>Use of Impact Fees</i>	FY24 - 1.20% [Maryland]	354,250							
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	153,623	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]	1,757,213	148,870	158,870	158,870	158,870	158,870	158,870	151,962
<b>Sub-total: Water &amp; Wastewater Projects</b>										
Paid From General Funds				\$222,468	\$232,468	\$232,471	\$232,471	\$232,471	\$232,471	\$225,563
Paid From Unrestricted Funds				\$0	\$0	\$0	\$0	\$0	\$0	\$0
Paid From Restricted Funds				\$0	\$96,879	\$86,879	\$86,879	\$86,879	\$76,879	\$76,879
<b>TOTAL: ALL DEBT SERVICE</b>			<b>\$2,265,086</b>	<b>\$319,347</b>	<b>\$319,347</b>	<b>\$319,350</b>	<b>\$319,350</b>	<b>\$309,350</b>	<b>\$309,350</b>	<b>\$302,442</b>

**Notes**

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



# THE TOWN OF POOLESVILLE

## FY 2019 Close-Out

### GENERAL FUND SUMMARY

Adopted August 5, 2019

Printed: 6-Aug-19

Ref. Page	Item or Description	Y/E 06/30/18 FY 18 Actual	Y/E 06/30/19 FY 19 Budget	Y/E 06/30/19 FY 19 Close-Out	Y/E 06/30/20 FY 20 Budget
<b>General Funds Operating Summary</b>					
5	<b>General Revenue Total</b>	\$3,624,925	\$3,595,697	\$3,999,118	\$3,785,028
<b>General Expenditures</b>					
<b>Funding for Capital Projects</b>					
14	General Capital Projects	(684,350)	(698,250)	(706,750)	(720,000)
26	Water/Wastewater Cap Projs	(373,500)	(462,122)	(480,122)	(479,000)
	Sub-total: Capital Projects	(1,057,850)	(1,160,372)	(1,186,872)	(1,199,000)
5	Operating Expenses	(2,264,056)	(2,431,662)	(2,472,423)	(2,585,492)
	<b>Total: General Expenditures</b>	<b>(\$3,321,906)</b>	<b>(\$3,592,034)</b>	<b>(\$3,659,295)</b>	<b>(\$3,784,492)</b>
<b>Net Operating Balance</b>					
		\$303,019	\$3,663	\$339,823	\$536
<b>Unrestricted Funds Carried Forward from Prior Year</b>					
		837,383	761,161	1,058,902	966,534
<b>Application of Excess Unrestricted Funds</b>					
	For General Capital Projects	(45,500)	(50,000)	(85,000)	0
	For W/WW Capital Projects	(36,000)	(60,000)	(322,191)	0
	For Economic Development	0	(25,000)	(25,000)	0
<b>Closing Balance: Genl Funds [Unrestricted Reserve]</b>					
		<b>\$1,058,902</b>	<b>\$629,824</b>	<b>\$966,534</b>	<b>\$967,070</b>
<b>General Funds Capital Projects Summary</b>					
<b>Funding Balance Carried Forward from Prior Year</b>					
		\$502,839	\$707,590	\$924,661	\$809,134
5	Funding from General Revenues	684,350	698,250	706,750	720,000
3	Funding from Impact Fees	25,000	0	6,464	0
2	Transfers from Restricted Funds	0	89,853	104,853	0
	Internal Transfers	45,500	50,000	85,000	0
5	Funding from MD Grants, Others	0	0	0	0
	<b>Available for Capital Projects</b>	<b>\$1,257,689</b>	<b>\$1,545,693</b>	<b>\$1,827,728</b>	<b>\$1,529,134</b>
14	Capital Projects Expenditures	(333,028)	(946,000)	(1,018,594)	(705,128)
<b>Closing Balance: Capital Projects Funding</b>					
		<b>\$924,661</b>	<b>\$599,693</b>	<b>\$809,134</b>	<b>\$824,006</b>
<b>Notes</b>					
[1] The General Fund Summary is divided into two parts:					
* The upper section presents the status of the Operating Account, including yearly revenue, allocations for Capital Projects, the Annual Operating Balance, Unrestricted Funds carried forward, and finally, the Unrestricted Funds Close-Out Balance for the year. Included in the summary is the application of any excess Cash Reserves into the budget year.					
* The Commissioners will maintain unrestricted reserves at 17.5% of the budgeted general revenue.					
[2] The lower section summarizes the activity in the General Fund Capital Projects Account, including funds carried forward, new funding from the Operating Account, and funding from other sources, all summarized in the total funds available for General Capital Projects. Actual or Planned Capital Spending is shown, ending in the Funding Balance for Capital Projects.					
[3] In addition to cash assets, the Town owns several pieces of real property:					
<b>Buildings and Municipal Facilities</b>			<b>Parks and Recreational Facilities</b>		
Town Hall		Maintenance Building	Stevens Park	Campbell Park	Lori Gore Park
Old Methodist Church, Thrift Shop		Eleven Well Houses	Halmos Park	Wootton Heights Park	W. Willard Practice Field
Wastewater Treatment Plant		Equalization Lagoon	Bodmer Park	Brooks Park	Collier Circle Pond
Seven Sewage Pump Stations			Whalen Commons	Old Methodist Cemetery	Dr. Dillingham Park
			Perkin's Park	Elgin Park	Behrend Park
				Hoewing Park	
[4] See page 17 for Town-owned vehicles.					

# THE TOWN OF POOLESVILLE

## FY 2019 Close-Out

### GENERAL FUND REVENUE SUMMARY

Adopted August 5, 2019

Printed: 6-Aug-19

Acct No.	Account Name	Y/E 06/30/18 FY 18 Actual	Y/E 06/30/19 FY 19 Budget	Y/E 06/30/19 FY 19 Close-Out	Y/E 06/30/20 FY 20 Budget
<b>General Revenue</b>					
<b>Part A - External Sources</b>					
111	Property Taxes	1,443,958	1,482,597	1,515,013	1,562,268
112	P/P Property Unincorporated	1,780	5,000	2,141	3,500
113 & 114	P/P Public Utilities / Ordinary Corp.	65,651	55,000	61,758	60,000
311.4	Revenue Sharing	228,936	228,936	228,936	228,936
330.5	Property Tax Grant	722	722	722	722
360.1	Income Tax	1,310,533	1,360,000	1,401,780	1,358,000
156	Highway User Revenue	186,470	190,000	202,941	258,070
222	Franchise / Traders License	67,211	30,000	62,922	40,000
121	Interest Income (120 & 465 )	30,036	12,000	61,569	30,000
223	Building / Plumbing Permits	23,745	20,000	26,256	20,000
482	Senior Program	0	0	0	0
412	Zoning / Development Fees	69,977	15,000	214,047	15,000
414	Sale of Town Documents	0	0	0	0
462	Rental Income - Wireless Antennas	180,313	188,198	195,998	199,288
469	Miscellaneous Income	7,989	2,000	14,251	2,000
469A	Private Hook-Up Repayment	1,140	1,244	1,244	1,244
480	Recreation Program	6,464	5,000	9,539	6,000
Sub-total: General Revenue (External Sources)		<b>\$3,624,925</b>	<b>\$3,595,697</b>	<b>\$3,999,118</b>	<b>\$3,785,028</b>
<b>Part B - Internal Transfers</b>					
<b>Application of Excess Unrestricted Funds</b>					
	For General Capital Projects	45,500	50,000	85,000	0
	For W/WW Capital Projects	36,000	60,000	322,191	0
	For Economic Development	0	0	25,000	0
Sub-total: General Revenue		<b>\$3,706,425</b>	<b>\$3,705,697</b>	<b>\$4,431,309</b>	<b>\$3,785,028</b>
<b>Impact Fee Revenue</b>					
475.1	Recreation	43,993	35,350	49,947	35,350
475.2	Public Facilities	12,939	10,400	14,690	10,400
Sub-total: Impact Fee Revenue		<b>\$56,932</b>	<b>\$45,750</b>	<b>\$64,638</b>	<b>\$45,750</b>
<b>Grants and Designated Funding</b>					
A	Program Open Space/Parks and Playgrounds	0	0	0	0
Sub-total: Grants and Designated Funding		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Restricted Revenue</b>					
470	Rec. Event Funding	27,554	0	32,573	0
457.4	Kettler Proffer	36,250	7,500	11,250	7,500
468	Reforestation Fees	142,208	0	0	0
475.5	Speed Camera Revenue	0	0	0	0
475	Dev. Rec. Fee	10,404	0	29,791	0
Sub-total: Restricted Revenue		<b>\$216,416</b>	<b>\$7,500</b>	<b>\$73,613</b>	<b>\$7,500</b>
<b>Total: General Fund Revenue</b>		<b>\$3,979,773</b>	<b>\$3,758,947</b>	<b>\$4,569,560</b>	<b>\$3,838,278</b>

**Account Descriptions**

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

# THE TOWN OF POOLESVILLE

## FY 2019 Close-Out

### GENERAL FUND EXPENSE SUMMARY

Adopted August 5, 2019

Printed: 06-Aug-19

Acct No.	Account Name	Y/E 06/30/18 FY 18 Actual	Y/E 06/30/19 FY 19 Budget	Y/E 06/30/19 FY 19 Close-Out	Y/E 06/30/20 FY 20 Budget
500	Town Administration	195,232	210,980	190,324	300,627
600	Elections	0	6,200	6,402	0
700	Staff Salaries and Benefits	925,210	1,002,489	935,410	1,051,574
800	Law	17,098	40,000	32,213	40,000
900	Municipal Buildings & Operations	137,819	136,680	153,788	142,070
1000	Streets, Sidewalks, & Storm Drains	144,481	193,250	199,693	193,250
1100	Parks & Recreation	69,753	73,500	65,986	73,500
1200	Engineering	97,158	40,000	86,945	40,000
1300	Planning & Zoning	375	0	375	0
1400	Public Safety	26,326	28,000	25,275	21,000
1500	Municipal Services	412,836	475,000	501,545	491,000
1600	Grant to Water & Wastewater Fund	15,300	0	42,000	0
1700	Debt Service	222,468	225,563	232,468	232,471
<b>Sub-total: General Fund Operating Expenses</b>		<b>\$2,264,056</b>	<b>\$2,431,662</b>	<b>\$2,472,423</b>	<b>\$2,585,492</b>
2000	Funding for Capital Projects	684,350	698,250	706,750	720,000
3000	Granted for Water & Wastewater Capital Projects	373,500	462,122	480,122	479,000
<b>Sub-total: General Fund Capital Expenses</b>		<b>\$1,057,850</b>	<b>\$1,160,372</b>	<b>\$1,186,872</b>	<b>\$1,199,000</b>
<b>Total: General Fund Expenses</b>		<b><u>\$3,321,906</u></b>	<b><u>\$3,592,034</u></b>	<b><u>\$3,659,295</u></b>	<b><u>\$3,784,492</u></b>

Notes

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

# THE TOWN OF POOLESVILLE

## FY 2019 Close-Out

### GENERAL FUND EXPENSE DETAILS

Adopted August 5, 2019

Printed: 6-Aug-19

Acct No.	Account Name	Y/E 06/30/18 FY 18 Actual	Y/E 06/30/19 FY 19 Budget	Y/E 06/30/19 FY 19 Close-Out	Y/E 06/30/20 FY 20 Budget
<b>500</b>	<b><u>Town Administration</u></b>				
505	Executive Meetings and Training	11,075	15,625	17,225	14,950
510	Advertising	1,628	4,200	1,434	4,200
515	Dues and Subscriptions	15,505	14,205	14,795	14,705
530	Bonding and Employee Training	781	925	1,062	775
540	Accounting and Auditing	27,379	31,500	29,323	31,500
545	Printing and Duplicating	16,461	19,200	15,733	19,200
550	Communications	10,787	9,370	12,461	9,485
555	Office Supplies and Expense	13,183	11,130	14,371	12,062
565	Community Events	69,574	45,000	68,108	45,000
	<b>Use of Roll-Over Funds</b>	<b>(24,685)</b>	<b>0</b>	<b>(23,108)</b>	<b>0</b>
570	Community Goodwill	35,850	35,325	31,925	39,250
575	Economic Development/Marketing	17,696	24,500	6,996	24,500
580	Fair Access	0	0	0	85,000
<b>Total: Acct 500 Town Administration</b>		<b>\$195,232</b>	<b>\$210,980</b>	<b>\$190,324</b>	<b>\$300,627</b>

**Account Descriptions**

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

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

# THE TOWN OF POOLESVILLE

## FY 2019 Close-Out

### GENERAL FUND EXPENSE DETAILS

Adopted August 5, 2019

Printed: 6-Aug-19

Acct No.	Account Name	Y/E 06/30/18 FY 18 Actual	Y/E 06/30/19 FY 19 Budget	Y/E 06/30/19 FY 19 Close-Out	Y/E 06/30/20 FY 20 Budget
<b>600</b>	<b>Elections</b>				
605	Printing and Duplicating	0	2,200	1,324	0
610	Voting Machines and Supplies	0	3,000	2,678	0
615	Legal Fees	0	1,000	2,400	0
<b>Total: Acct 600 Elections</b>		<b><u>\$0</u></b>	<b><u>\$6,200</u></b>	<b><u>\$6,402</u></b>	<b><u>\$0</u></b>
<b>700</b>	<b>Staff Salaries and Benefits</b>				
705	Salaries	1,168,830	1,244,325	1,206,055	1,301,375
710	Social Security	89,415	95,191	92,263	99,555
715	Employee Benefits	295,743	295,141	284,642	356,386
720	Workmen's Compensation	47,535	57,353	41,123	52,275
Sub-Total: Salaries and Benefits for All Employees		1,601,523	1,692,010	1,624,083	1,809,591
<b>750</b>	<b>Salary Burden Allocation</b>				
755	Water/Wastewater Salary Burden	(610,447)	(635,636)	(619,831)	(691,161)
760	Wastewater Admin Salary Burden	(11,937)	(11,827)	(12,410)	(12,318)
765	Water Admin Salary Burden	(53,929)	(42,058)	(56,433)	(54,538)
Sub-Total: Salary Burden Allocations		(676,313)	(689,521)	(688,673)	(758,017)
<b>Total: Acct 700 Staff Salaries and Benefits</b>		<b><u>\$925,210</u></b>	<b><u>\$1,002,489</u></b>	<b><u>\$935,410</u></b>	<b><u>\$1,051,574</u></b>

**Account Descriptions**

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

- 605 These are costs associated with printing Absentee Ballots, delivered by certified mail, etc.
- 610 Costs include the rental of four voting machines and the services of one operator.
- 615 This account covers the costs of attorney's fees to meet with the Board of Elections, offer legal guidance, and respond to other inquiries.

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

- 705 Includes salaries for all Town employees.
- 710 Includes the costs for federally-mandated Social Security and Medicare programs.
- 715 This account includes the Town's voluntary benefits package, including Medical plan, Insurance plan, and Retirement contributions.
- 720 This account covers the cost of mandated Workmen's Compensation Insurance.

755, 760, 765  
These accounts reflect the cost associated with salaries and benefits attributed to water and wastewater.

# THE TOWN OF POOLSVILLE

## FY 2019 Close-Out

### GENERAL FUND EXPENSE DETAILS

Adopted August 5, 2019

Printed: 6-Aug-19

Acct No.	Account Name	Y/E 06/30/18 FY 18 Actual	Y/E 06/30/19 FY 19 Budget	Y/E 06/30/19 FY 19 Close-Out	Y/E 06/30/20 FY 20 Budget
<b>800</b>	<b>Law</b>				
805	Legal Fees	17,098	40,000	32,213	40,000
810	Legal Fees - Development	0	0	0	0
815	Code Organization	0	0	0	0
<b>Total: Acct 800 Law</b>		<b><u>\$17,098</u></b>	<b><u>\$40,000</u></b>	<b><u>\$32,213</u></b>	<b><u>\$40,000</u></b>
<b>900</b>	<b>Municipal Buildings &amp; Operations</b>				
910	Insurance	20,774	23,700	18,698	25,700
915	Electricity and Heat	31,027	32,500	34,893	32,500
920	Maintenance and Building Supplies	2,689	7,000	4,526	7,000
925	Repairs and Maintenance	16,691	12,855	18,272	15,145
940	Uniforms	6,423	6,625	8,618	7,625
950	Vehicle Insurance	2,874	3,000	3,163	3,100
955	Truck Operations and Maintenance	56,345	50,000	64,658	50,000
960	Small Tools and Equipment	996	1,000	959	1,000
<b>Total: Acct 900 Municipal Buildings &amp; Operations</b>		<b><u>\$137,819</u></b>	<b><u>\$136,680</u></b>	<b><u>\$153,788</u></b>	<b><u>\$142,070</u></b>

**Account Descriptions**

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

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

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

815 The Planning Commission has completed the Code Revisions.

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

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

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

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

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

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

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

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

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

# THE TOWN OF POOLESVILLE

## FY 2019 Close-Out

### GENERAL FUND EXPENSE DETAILS

Adopted August 5, 2019

Printed: 6-Aug-19

Acct No.	Account Name	Y/E 06/30/18 FY 18 Actual	Y/E 06/30/19 FY 19 Budget	Y/E 06/30/19 FY 19 Close-Out	Y/E 06/30/20 FY 20 Budget
<b>1000</b>	<b>Streets, Sidewalks, &amp; Storm Drains</b>				
1050	Repairs/Maintenance/Resurfacing	12,442	19,550	16,810	19,550
1055	Storm Drain Repair/Maintenance	11,683	15,200	18,251	15,200
1060	Street Signs	1,664	3,500	2,681	3,500
1065	Street Lighting	95,039	100,000	95,647	100,000
1070	Snow Removal	12,355	40,000	54,131	40,000
1085	Sidewalk Repair & Maintenance	11,298	15,000	12,173	15,000
<b>Total: Acct 1000 Streets, Sidewalks, &amp; Storm Drains</b>		<b><u>\$144,481</u></b>	<b><u>\$193,250</u></b>	<b><u>\$199,693</u></b>	<b><u>\$193,250</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 (605) and Cobra Head lights (about 65) was performed under contract with Allegheny Power, including maintenance and electric cost.
- 1070 Included in this account is the cost of salt, and other materials that may be spread on Town roads, as may be required during snow/ice events. It also includes the cost of special items that may be needed for snow removal, as well as the cost of equipment repairs and contract personnel for snow removal.
- 1085 This account covers the cost of repairing and maintaining all Town sidewalks.

# THE TOWN OF POOLESVILLE

## FY 2019 Close-Out

### GENERAL FUND EXPENSE DETAILS

Adopted August 5, 2019

Printed: 6-Aug-19

Acct No.	Account Name	Y/E 06/30/18 FY 18 Actual	Y/E 06/30/19 FY 19 Budget	Y/E 06/30/19 FY 19 Close-Out	Y/E 06/30/20 FY 20 Budget
<b>1100</b>	<b>Parks &amp; Recreation</b>				
1150	Park Lighting	7,532	9,700	8,015	9,700
1155	Park Repair and Maintenance	49,757	40,000	34,426	40,000
1160	Streetscape (Tree) Expense	0	10,000	10,000	10,000
1165	Street Tree Maintenance	65,262	10,000	25,488	10,000
	<b>Use of Reforestation Fees</b>	<b>(55,262)</b>		<b>(15,488)</b>	
1170	Recreation Program	2,464	3,800	3,544	3,800
<b>Total: Acct 1100 Parks &amp; Recreation</b>		<b>\$69,753</b>	<b>\$73,500</b>	<b>\$65,986</b>	<b>\$73,500</b>
<b>1200</b>	<b>Engineering</b>				
1205	General Engineering	55,338	30,000	40,926	30,000
1210	Engineering Development	41,820	10,000	46,018	10,000
<b>Total: Acct 1200 Engineering</b>		<b>\$97,158</b>	<b>\$40,000</b>	<b>\$86,945</b>	<b>\$40,000</b>
<b>1300</b>	<b>Planning &amp; Zoning</b>				
1300	Planning and Zoning	375	0	375	0
<b>Total: Acct 1300 Planning &amp; Zoning</b>		<b>\$375</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 POOLSVILLE

## FY 2019 Close-Out

### GENERAL FUND EXPENSE DETAILS

Adopted August 5, 2019

Printed: 6-Aug-19

Acct No.	Account Name	Y/E 06/30/18 FY 18 Actual	Y/E 06/30/19 FY 19 Budget	Y/E 06/30/19 FY 19 Close-Out	Y/E 06/30/20 FY 20 Budget
<b>1400</b>	<b>Public Safety</b>				
1425	Code Enforcement Officer	12,201	20,000	12,200	13,000
1435	Plumbing Inspection	14,125	8,000	13,075	8,000
<b>Total: Acct 1400 Public Safety</b>		<b><u>\$26,326</u></b>	<b><u>\$28,000</u></b>	<b><u>\$25,275</u></b>	<b><u>\$21,000</u></b>
<b>1500</b>	<b>Municipal Services</b>				
1500	Trash Collection	412,836	475,000	501,545	491,000
<b>Total: Acct 1500 Municipal Services</b>		<b><u>\$412,836</u></b>	<b><u>\$475,000</u></b>	<b><u>\$501,545</u></b>	<b><u>\$491,000</u></b>
<b>1600</b>	<b>Grant to Water &amp; Wastewater Fund</b>				
1600	Grant to Water & Wastewater Fund	15,300	0	42,000	0
<b>Total: Acct 1600 Grant to Water &amp; Wastewater Fund</b>		<b><u>\$15,300</u></b>	<b><u>\$0</u></b>	<b><u>\$42,000</u></b>	<b><u>\$0</u></b>
<b>1700</b>	<b>Debt Service</b>				
1700	Debt Service (Principal & Interest)	222,468	225,563	232,468	232,471
<b>Total: Acct 1700 Debt Service</b>		<b><u>\$222,468</u></b>	<b><u>\$225,563</u></b>	<b><u>\$232,468</u></b>	<b><u>\$232,471</u></b>

**Account Descriptions**

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

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

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

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

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

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

# THE TOWN OF POOLSVILLE

## FY 2019 Close-Out

### GENERAL FUND - CAPITAL PROJECTS SUMMARY

Adopted August 5, 2019

Printed: 6-Aug-19

Acct No.	Item or Description	Year To Do	Est. Project Cost	Prior Bal. + FY 18 Act.	FY 19 Close-Out	FY 20 Bgt. Budget	----- Forward Planning Cycle -----			
							FY 21	FY 22	FY 23	FY 24
<b><u>Project Funding</u></b>										
2005	Office Equipment		18,600	19,548	13,500	10,500	6,000	6,000	6,000	6,000
2010	Municipal Buildings		1,870,200	138,408	65,000	45,000	45,000	45,000	35,000	39,000
2015	Parks & Streets Equipment		599,900	182,991	134,250	115,000	87,500	55,000	60,000	62,500
2020	Vehicles		620,000	136,736	75,000	87,000	100,000	95,000	60,000	45,000
2025	Major Town Projects		120,000	217,276	199,853	95,000	125,000	145,000	165,000	165,000
2035	Park Projects		387,500	269,406	71,464	45,500	30,000	30,000	30,000	30,000
2040	Major Street Repair Projects		2,961,000	293,322	344,000	322,000	400,000	400,000	400,000	425,000
<b>Total Funding Allocations</b>			<b>\$6,577,200</b>	<b>\$1,257,687</b>	<b>\$903,067</b>	<b>\$720,000</b>	<b>\$793,500</b>	<b>\$776,000</b>	<b>\$756,000</b>	<b>\$772,500</b>
<b><u>Direct Funding</u></b>										
2005	Transfer of Unrestricted Funds									
2010	Use of Impact Fees			28,902						
	Kettler Proffer				15,000					
	Transfer of Unrestricted Funds				25,000					
2025	Transfer of Unrestricted Funds			25,000	25,000					
	Budget Amendment 10/1/18				35,000					
	Speed Camera Revenue				49,853					
	Use of Impact Fees				6,464					
2035	Use of Reforestation Fees				40,000					
	MD Grants			80,000						
	Transfer of Unrestricted Funds			20,500						
2040	Transfer of Unrestricted Funds			120,000						
<b>Sub-total: Direct Funding</b>				<b>\$274,402</b>	<b>\$196,317</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>\$983,285</b>	<b>\$706,750</b>	<b>\$720,000</b>	<b>\$793,500</b>	<b>\$776,000</b>	<b>\$756,000</b>	<b>\$772,500</b>
<b><u>Project Expenditures</u></b>										
				<b>FY 18 Act.</b>						
2005	Office Equipment			(13,726)	(3,554)	(12,000)	0	0	0	0
2010	Municipal Buildings			(31,427)	(98,539)	(33,279)	0	0	0	(70,000)
2015	Parks & Streets Equipment			(35,018)	(196,313)	(103,095)	(70,000)	(18,000)	(120,000)	(18,000)
2020	Vehicles			(53,724)	0	(75,000)	(110,000)	(145,000)	(60,000)	(65,000)
2025	Major Town Projects			(86,745)	(146,987)	(252,260)	0	0	0	0
2035	Park Projects			(112,388)	(141,537)	(45,158)	0	0	0	0
2040	Major Street Repair Projects			0	(431,664)	(184,336)	(722,000)	0	(800,000)	0
<b>Total Expenditures</b>				<b>(\$333,028)</b>	<b>(\$1,018,594)</b>	<b>(\$705,128)</b>	<b>(\$902,000)</b>	<b>(\$163,000)</b>	<b>(\$980,000)</b>	<b>(\$153,000)</b>
<b><u>Account Balance by Year</u></b>										
2005	Office Equipment			5,822	15,768	14,268	20,268	26,268	32,268	38,268
2010	Municipal Buildings			106,982	73,443	85,164	130,164	175,164	210,164	179,164
2015	Parks & Streets Equipment			147,973	85,911	97,816	115,316	152,316	92,316	136,816
2020	Vehicles			83,012	158,012	170,012	160,012	110,012	110,012	90,012
2025	Major Town Projects			130,531	183,397	26,137	151,137	296,137	461,137	626,137
2035	Park Projects			157,018	86,945	87,287	117,287	147,287	177,287	207,287
2040	Major Street Repair Projects			293,322	205,658	343,322	21,322	421,322	21,322	446,322
<b>Account Balance by Year</b>				<b>\$924,660</b>	<b>\$809,133</b>	<b>\$824,005</b>	<b>\$715,505</b>	<b>\$1,328,505</b>	<b>\$1,104,505</b>	<b>\$1,724,005</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 POOLSVILLE

FY 2019 Close-Out

## GENERAL FUND - CAPITAL PROJECTS

Adopted August 5, 2019										Printed: 6-Aug-19
Acct No.	Item or Description	Year To Do	Est. Project Cost	Prior Bal. + FY 18 Act.	FY 19 Close-Out	FY 20 Bgt. Budget	Forward Planning Cycle			
							FY 21	FY 22	FY 23	FY 24
<b>Project Funding</b>										
2005	Office Equipment									
Carry-over funds: Completed Projects										
Carry-Over Funds allocated to projects										
1	Future Office Requirements	Open		7,091	6,000	6,000	6,000	6,000	6,000	6,000
2	Water Billing Software Upgrade	FY18	3,600	2,000						
3	Water Meter Readers	FY19	15,000	10,457	7,500	2,500				
4	Meeting recorder/transcription	FY20				2,000				
<b>Total Funding Allocations</b>			<b>\$18,600</b>	<b>\$19,548</b>	<b>\$13,500</b>	<b>\$10,500</b>	<b>\$6,000</b>	<b>\$6,000</b>	<b>\$6,000</b>	<b>\$6,000</b>
<b>Project Expenditures</b>										
					FY 18 Act.					
2005	Office Equipment									
1	Office Equipment	Open		(1,269)	(3,554)					
2	Water Billing Software Upgrade	FY18		(2,000)						
3	Water Meter Readers	FY19		(10,457)		(10,000)				
4	Meeting Recorder/Transcription	FY20				(2,000)				
<b>Total Expenditures</b>				<b>(\$13,726)</b>	<b>(\$3,554)</b>	<b>(\$12,000)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
2005	<b>Account Balance by Year</b>			<b>\$5,822</b>	<b>\$15,768</b>	<b>\$14,268</b>	<b>\$20,268</b>	<b>\$26,268</b>	<b>\$32,268</b>	<b>\$38,268</b>

**Notes**

**Shading key in Table: FY 19 Expenditures/Closed Projects** Budgeting, Planned Expenditures for this Budget Year  
The indicated funding balances for closed/completed projects are transferred to the Carry-Over Funds in the year following closure.

**Project Definitions**

**2005** The Office Equipment Account covers the purchase of durable office equipment with an expected service life of more than 3 years.  
1 This is for the replacement of existing equipment.  
2 This is a required upgrade for the Deputy Clerk's billing system and improvements to allow electronic billing and auto payment.  
3 Replacement of the existing hand held meter readers.  
4 Replacement of existing equipment.

Acct No.	Item or Description	Year To Do	Est. Project Cost	Prior Bal. + FY 18 Act.	FY 19 Close-Out	FY 20 Bgt. Budget	Forward Planning Cycle			
							FY 21	FY 22	FY 23	FY 24
<b>Project Funding</b>										
2010	Municipal Buildings			10,514	4,227					
Carry-over funds: Completed Projects										
Carry-Over Funds allocated to projects										
1	Historic Methodist Church	Open	25,000	12,215	(5,394)	(6,200)				
2	Community Center	Open	1,600,000			20,000	20,000	20,000	20,000	20,000
<b>Use of Unrestricted Reserves</b>										
3	Town Hall Maintenance	Open	30,000	20,000	10,000	5,000	5,000	5,000	5,000	5,000
<b>Use of Impact Fees</b>										
4	Historic Medley Grant	Open	30,000			10,000	10,000	10,000		
5	Water Dept Equipment Storage	FY18	50,000	50,000	1,332	[Use of Carry-Over Funds]				
6	LED Electronic Sign	FY18	25,000							
<b>Budget Amendment 2/20/18</b>										
7	Waste Dumpster Ramp Pad	FY19	10,000	25,000	10,000					
<b>Use of Impact Fees</b>										
						(1,479)	[Excess Funds transferred to Carry-Over Funds]			
8	LED Lights	FY19	4,000		4,062					
<b>Use of Carry-Over Funds</b>										
9	Bus Shelters	FY19	20,000		5,000					
						(2,747)	[Excess Funds transferred to Carry-Over Funds]			
<b>Kettler Proffer</b>										
10	WWTP Metal Doors	FY20	5,000			5,000				
<b>Use of Carry-Over Funds</b>										
11	Baby Changing Station	FY20	1,200			1,200				
<b>Use of Carry-Over Funds</b>										
12	Parks Dept Storage Building	FY24	70,000	16,777		10,000	10,000	10,000	10,000	14,000
<b>Total Funding Allocations</b>			<b>\$1,870,200</b>	<b>\$138,408</b>	<b>\$65,000</b>	<b>\$45,000</b>	<b>\$45,000</b>	<b>\$45,000</b>	<b>\$35,000</b>	<b>\$39,000</b>
<b>Project Expenditures</b>										
					FY 18 Act.					
2010	Municipal Buildings									
1	Historic Methodist Church	Open			(1,291)	(10,924)				
2	Community Center	Open								
3	Town Hall Maintenance	Open		(3,947)	(18,800)	(16,155)				
4	Historic Medley Grant	Open								
5	Water Dept Equipment Storage	FY18		(2,720)	(48,612)					
6	LED Electronic Sign	FY18		(24,760)						
7	Waste Dumpster Ramp Pad	FY19			(8,521)					
8	LED Lights	FY19			(4,062)					
9	Bus Shelters	FY19			(17,253)					
10	WWTP Metal Doors	FY20				(5,000)				
11	Baby Changing Station	FY20				(1,200)				
12	Parks Dept Storage Building	FY24								(70,000)
<b>Total Expenditures</b>				<b>(\$31,427)</b>	<b>(\$98,539)</b>	<b>(\$33,279)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$70,000)</b>
2010	<b>Account Balance by Year</b>			<b>\$106,982</b>	<b>\$73,443</b>	<b>\$85,164</b>	<b>\$130,164</b>	<b>\$175,164</b>	<b>\$210,164</b>	<b>\$179,164</b>

**Notes**

**Shading key in Table: FY 19 Expenditures/Closed Projects** Budgeting, Planned Expenditures for this Budget Year  
The indicated funding balances for closed/completed projects are transferred to the Carry-Over Funds in the year following closure.

**Project Definitions**

**2010** The Municipal Buildings Account covers the major maintenance of, and additions to, existing Town properties.  
1 The Historic Methodist Church (Thrift Shop) maintenance fund.  
2 Funds for a multi use facility to be constructed in-conjunction with the new high school.  
3 Interior caulking, painting and carpet replacement/exterior painting.  
4 Funds in FY21 and FY22 to issued as matching funds for improvements to the John Poole House and Old Town Hall.  
5 Building for Water Department equipment.  
6 Replacement of existing information sign.  
7 Used for loading project spoils.  
8 Replacement of existing fixtures in maintenance facility.  
9 To be installed at Wootton & Fisher and West Willard Road.  
10 Replacement of existing metal doors.  
11 To be installed at all Park Facilities.  
12 Provides equipment storage for Parks Department.

# THE TOWN OF POOLSVILLE

## FY 2019 Close-Out

### GENERAL FUND - CAPITAL PROJECTS

Adopted August 5, 2019

Printed: 6-Aug-19

Acct No.	Item or Description	Year To Do	Est. Project Cost	Prior Bal. + FY 18 Act.	FY 19 Close-Out	FY 20 Bgt. Budget	Forward Planning Cycle				
							FY 21	FY 22	FY 23	FY 24	
<b>Project Funding</b>											
2015	<b>Parks &amp; Streets Equipment</b>				6,079	471					
	<b>Carry-over funds: Completed Projects</b>					(6,000)					
	<b>Carry-Over Funds allocated to projects</b>										
1	<b>Accm.for Current and Future Equip Require.</b>			37,219	20,000	20,000	20,000	20,000	20,000	20,000	
a	Replacement Salt Spreaders	Open	8,000								
b	Bush Hog	FY18	1,200								
c	Blower	FY18	500								
d	Pressure Washer	FY18	500								
e	Concrete Grinder	FY19	10,000								
f	Steven's Park Hot Water Heater	FY19	1,200								
g	Plow Lights	FY19	6,000								
h	Electric Maint Equipment	FY20	3,500								
2	72" Mower	FY18	15,000	15,000							
	72" Mower	FY18	15,000	(200)	[Excess Funding Transferred into Carry-Over Funds]						
3	11' Batwing Mower	FY19	60,000	35,000	25,017						
4	Skid Loader	FY19	50,000	31,250	18,261						
					(471)	[Excess Funding Transferred into Carry-Over Funds]					
5	Club Cart	FY20	9,000		3,000	6,000	[Use of Carry-Over Funds]				
6	Back-Hoe	FY20	90,000	40,000	20,000	30,000					
7	Mini Excavator	FY20	35,000		15,000	20,000					
8	Kubota Snow Blower	FY21	30,000		7,500	7,500	15,000				
9	72" Mower	FY21	15,000				7,500				
10	Mule (Utility Vehicle)	FY21	15,000		5,000	5,000	5,000				
11	72" Mower	FY23	15,000				5,000	5,000			
12	16' Batwing Mower	FY23	95,000		10,000	15,000	25,000	20,000	25,000		
13	72" Mower	FY25	15,000								7,500
14	72" Mower/Blower	FY27	30,000								10,000
15	11' Batwing Mower	FY29	60,000								15,000
16	Holiday Lights	Open	20,000	18,643	10,472	10,000	10,000	10,000	10,000	10,000	10,000
<b>Total Funding Allocations</b>			<b>\$599,900</b>	<b>\$182,991</b>	<b>\$134,250</b>	<b>\$115,000</b>	<b>\$87,500</b>	<b>\$55,000</b>	<b>\$60,000</b>	<b>\$62,500</b>	
<b>Project Expenditures</b>											
2015	<b>Parks &amp; Streets Equipment</b>				<u>FY 18 Act.</u>						
1	<b>Accm.for Current and Future Equip Require.</b>										
a	Replacement Salt Spreaders	Open		(6,849)		(7,895)		(8,000)			(8,000)
b	Bush Hog	FY18		(1,200)							
c	Blower	FY18		(479)							
d	Pressure Washer	FY18		(550)							
e	Concrete Grinder	FY20				(10,000)					
f	Steven's Park Hot Water Heater	FY19				(1,200)					
g	Plow Lights	FY19			(5,900)						
h	Electric Maint Equipment	FY20			(3,381)						
2	72" Mower	FY18		(14,800)							
3	11' Batwing Mower	FY19			(60,017)						
4	Skid Loader	FY19			(49,040)						
5	Club Cart	FY20				(9,000)					
6	Back-Hoe	FY20			(60,000)	(30,000)					
7	Mini Excavator	FY20				(35,000)					
8	Kubota Snow blower	FY21					(30,000)				
9	72" Mower	FY21					(15,000)				
10	Mule (Utility Vehicle)	FY21					(15,000)				
11	72" Mower	FY23							(15,000)		
12	16' Batwing Mower	FY23							(95,000)		
13	72" Mower	FY25									
14	72" Mower/Blower	FY27									
15	11' Batwing Mower	FY29									
16	Holiday Lights	Open		(11,140)	(17,975)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)
<b>Total Expenditures</b>				<b>(\$35,018)</b>	<b>(\$196,313)</b>	<b>(\$103,095)</b>	<b>(\$70,000)</b>	<b>(\$18,000)</b>	<b>(\$120,000)</b>	<b>(\$18,000)</b>	
2015	<b>Account Balance by Year</b>				<b>\$147,973</b>	<b>\$85,911</b>	<b>\$97,816</b>	<b>\$115,316</b>	<b>\$152,316</b>	<b>\$92,316</b>	<b>\$136,816</b>

**Notes**

**Shading key in Table: FY 19 Expenditures/Closed Projects** Budgeting, Planned Expenditures for this Budget Year

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

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

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

**Mowers**

**Project was funded with excess funding from completed projects.**

- |  |   |
|--|---|
| <ul style="list-style-type: none"> <li>1 Replacement of existing equipment</li> <li>2 This mower will replace the 2008 72" mower</li> <li>3 This mower will replace the 2006 HR111 Jacobson</li> <li>4 This will replace the 2002 skid loader</li> <li>5 Replacement for existing club cart</li> <li>6 This will replace the 2003 JCB Backhoe</li> <li>7 New equipment for trench and minor excavations</li> <li>8 This will replace the 2002 snow blower</li> <li>9 This mower will replace the 2011 72" mower</li> <li>10 This equipment will replace the 2008 Mule</li> <li>11 This mower will replace the 2013 72" mower</li> <li>12 This mower will replace the 2013 HR111 Jacobson</li> <li>13 This mower will replace the 2015 72" mower</li> <li>14 This will replace the 2015 snow blower/mower</li> <li>15 This mower will replace the 2019 11' Tor batwing mower</li> <li>16 Light replacement/repair...no new additions</li> </ul> | <ul style="list-style-type: none"> <li>1989 Kubota L2250 (field use)</li> <li>2002 Kubota 360 snow blower</li> <li>2011 Kubota ZD21 (mower)</li> <li>2013 Kubota ZD21 (mower)</li> <li>2013 HR111 Jacobson (mower)</li> <li>2015 72" Mower/Blower</li> <li>2018 Kubota ZD21 (mower)</li> <li>2019 11' Toro Batwing (mower)</li> </ul> |
|--|---|

**Heavy Equipment**

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

# THE TOWN OF POOLESVILLE

## FY 2019 Close-Out

### GENERAL FUND - CAPITAL PROJECTS

Adopted August 5, 2019

Printed: 6-Aug-19

Acct No.	Item or Description	Year To Do	Est. Project Cost	Prior Bal. + FY 18 Act.	FY 19 Close-Out	FY 20 Bgt. Budget	----- Forward Planning Cycle -----			
							FY 21	FY 22	FY 23	FY 24
<b>Project Funding</b>										
2020	<b>Vehicles</b>			8,012						
	<b>Carry-over funds: Completed Projects</b>					(8,000)				
	<b>Carry-Over Funds allocated to projects</b>									
1	3/4 Ton Pick-up	FY18	55,000	55,000						
				(1,276)	[Excess Funding Transferred into Carry-Over Funds]					
2	5-Ton Dump Truck	FY20	65,000	30,000	20,000	17,000				
						8,000	[ Use of Carry-Over Funds ]			
3	1- Ton Utility Truck	FY21	55,000	20,000	15,000	10,000	10,000			
4	1-Ton Utility Truck	FY21	55,000	15,000	15,000	15,000	10,000			
5	1-Ton Utility Truck	FY22	55,000	10,000	10,000	10,000	10,000	15,000		
6	1/2 Ton Pick-up	FY22	35,000		5,000	10,000	10,000	10,000		
7	1- Ton Utility Truck	FY22	55,000		10,000	15,000	15,000	15,000		
8	1-Ton Dump Truck	FY23	60,000			10,000	20,000	15,000	15,000	
9	1-Ton Utility Truck	FY24	60,000				15,000	15,000	15,000	15,000
10	1-Ton Utility Truck	FY25	65,000				10,000	15,000	15,000	15,000
11	3/4 Ton Pick-up	FY28	60,000					10,000	15,000	15,000
<b>Total Funding Allocations</b>			<b>\$620,000</b>	<b>\$136,736</b>	<b>\$75,000</b>	<b>\$87,000</b>	<b>\$100,000</b>	<b>\$95,000</b>	<b>\$60,000</b>	<b>\$45,000</b>
<b>Project Expenditures</b>										
2020	<b>Vehicles</b>			<b>FY 18 Act.</b>						
1	3/4 Ton Pick-up	FY18		(53,724)						
2	5- Ton Dump Truck	FY20				(75,000)				
3	1- Ton Utility Truck	FY21					(55,000)			
4	1-Ton Utility Truck	FY21					(55,000)			
5	1-Ton Utility Truck	FY22						(55,000)		
6	1/2 Ton Pick-up	FY22						(35,000)		
7	1- Ton Utility Truck	FY22						(55,000)		
8	1-Ton Dump Truck	FY23							(60,000)	
9	1-Ton Utility Truck	FY24								(65,000)
10	1-Ton Utility Truck	FY25								
11	3/4 Ton Pick-up	FY28								
<b>Total Expenditures</b>				<b>(\$53,724)</b>	<b>\$0</b>	<b>(\$75,000)</b>	<b>(\$110,000)</b>	<b>(\$145,000)</b>	<b>(\$60,000)</b>	<b>(\$65,000)</b>
2020	<b>Account Balance by Year</b>			<b>\$83,012</b>	<b>\$158,012</b>	<b>\$170,012</b>	<b>\$160,012</b>	<b>\$110,012</b>	<b>\$110,012</b>	<b>\$90,012</b>

**Notes**

**Shading key in Table: FY 19 Expenditures/Closed Projects Budgeting, Planned Expenditures for this Budget Year**

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

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

The Town owns the following vehicles:

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

**Trucks**

- |   |   |
|---|---|
| <ul style="list-style-type: none"> <li>1 The 3/4 Ton Truck will be a new addition to the fleet.</li> <li>2 The 5 ton truck scheduled for 2020 will replace the 2006 Chevy dump truck.</li> <li>3 The 1-ton utility truck scheduled for 2021 will replace the 2010 F-350.</li> <li>4 The 1-ton utility truck scheduled for 2021 will replace the 2011 F-350.</li> <li>5 The 1-ton utility truck scheduled for 2022 will replace the 2011 F-350.</li> <li>6 The 1/2 Ton will replace the 2011 Ford Ranger.</li> <li>7 The 1-ton utility truck scheduled for 2022 will replace the 2012 F-350.</li> <li>8 The 1-ton utility truck scheduled for 2024 will replace the 2012 Flatbed.</li> <li>9 The 1-ton utility truck scheduled for 2025 will replace the 2014 F350 Truck</li> <li>10 The 1-ton utility truck scheduled for 2026 will replace the 2015 F350 Truck</li> <li>11 The 3/4 Ton Truck will replace the 2018 F-250.</li> </ul> | <ul style="list-style-type: none"> <li>1995 International Bucket Truck (P/S)</li> <li>2006 Chevy 5 Ton Dump (P/S)</li> <li>2010 Ford F 350 Truck (W/S)</li> <li>2011 Ford F 350 Truck (W/S)</li> <li>2011 Ford F 350 Truck (P/S)</li> <li>2011 Ford Ranger (WW)</li> <li>2012 Ford F350 (P/S)</li> <li>2012 1-Ton Flatbed (P/S)</li> <li>2014 F-250 Truck (W/S)</li> <li>2015 F350 Truck (P/S)</li> <li>2018 F-250 Truck (P/S)</li> </ul> |
|---|---|

# THE TOWN OF POOLSVILLE

## FY 2019 Close-Out

### GENERAL FUND - CAPITAL PROJECTS

Adopted August 5, 2019

Printed: 6-Aug-19

Acct No.	Item or Description	Year To Do	Est. Project Cost	Prior Bal. + FY 18 Act.	FY 19 Close-Out	FY 20 Bgt. Budget	----- Forward Planning Cycle -----			
							FY 21	FY 22	FY 23	FY 24
<b><u>Project Funding</u></b>										
2025	<b>Major Town Projects</b>									
	Carry-over funds: Completed Projects			11	1,126					
	Carry-Over Funds allocated to projects									
1	Street Lighting Program	Open	Open	68,522	40,000	40,000	40,000	40,000	40,000	40,000
	<b>Speed Camera Revenue</b>				<b>49,853</b>					
2	Fisher Ave Streetscape	Open	Open	95,152	50,000	30,000	60,000	80,000	100,000	100,000
3	Sidewalks	Open				10,000	10,000	10,000	10,000	10,000
4	GIS System	Open				15,000	15,000	15,000	15,000	15,000
5	Street Sign Replacement	FY18	15,000	6,105						
6	Whalen Wall Rebuild	FY18	20,000	22,486						
7	PHS Investment Fund	Open	85,000		35,000	Budget Amendment 10/1/2018				
	<b>Use of Unrestricted Reserves</b>			<b>25,000</b>	<b>25,000</b>					
				<b>(1,126)</b>	[Excess Funds Transferred into Carry-Over Funds]					
	<b>Total Funding Allocations</b>		<b>\$120,000</b>	<b>\$217,276</b>	<b>\$199,853</b>	<b>\$95,000</b>	<b>\$125,000</b>	<b>\$145,000</b>	<b>\$165,000</b>	<b>\$165,000</b>
<b><u>Project Expenditures</u></b>										
2025	<b>Major Town Projects</b>			<b>FY 18 Act.</b>						
1	Street Lighting Program	Open		(37,065)	(32,172)	(129,138)				
2	Fisher Ave Streetscape	Open		(25,974)	(26,057)	(123,121)				
3	Sidewalks	Open								
4	GIS System	Open								
5	Street Sign Replacement	FY18		(1,220)	(4,885)					
6	Whalen Wall Rebuild	FY18		(22,486)						
7	PHS Investment Fund	Open			(83,874)					
	<b>Total Expenditures</b>			<b>(\$86,745)</b>	<b>(\$146,987)</b>	<b>(\$252,260)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
2025	<b>Account Balance by Year</b>			<b>\$130,531</b>	<b>\$183,397</b>	<b>\$26,137</b>	<b>\$151,137</b>	<b>\$296,137</b>	<b>\$461,137</b>	<b>\$626,137</b>

**Notes**

**Shading key in Table: FY 19 Expenditures/Closed Projects**

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

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

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

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

# THE TOWN OF POOLESVILLE

## FY 2019 Close-Out

### GENERAL FUND - CAPITAL PROJECTS

Adopted August 5, 2019

Printed: 6-Aug-19

Acct No.	Item or Description	Year To Do	Est. Project Cost	Prior Bal. + FY 18 Act.	FY 19 Close-Out	FY 20 Bgt. Budget	----- Forward Planning Cycle -----			
							FY 21	FY 22	FY 23	FY 24
<b>Project Funding</b>										
2035	<b>Park Projects</b>									
	Carry-over funds: Completed Projects			31,826						
	Carry-Over Funds allocated to projects				(30,000)					
1	Park Equipment Replacement	Open		40,000	20,000	20,000	20,000	20,000	20,000	20,000
2	Replace Whalen Pathway	FY18	85,000	81,182						
	<b>Budget Amendment 2/20/18</b>				20,500					
3	Replace Deck TAMA Trail Bridge	FY18	10,000	10,000						
4	Paint Concession Stand	FY18	5,000	4,605						
5	Halmos Park Tennis Lights	FY18	2,500	1,293						
6	Campbell Park	FY19	70,000		30,000					
	<b>Reforestation Fees</b>				40,000					
7	Behrend Park	FY19	85,000							
	<b>Parks and Playground Grant Use of Impact Fees</b>			80,000	5,000					
8	West Willard Fence Repl.	FY20				5,500				
9	Elgin Park Drainage	FY20				10,000				
10	Repl. Halmos Restrooms	FY30	130,000			10,000	10,000	10,000	10,000	10,000
	<b>Total Funding Allocations</b>		<b>\$387,500</b>	<b>\$269,406</b>	<b>\$71,464</b>	<b>\$45,500</b>	<b>\$30,000</b>	<b>\$30,000</b>	<b>\$30,000</b>	<b>\$30,000</b>
<b>Project Expenditures</b>										
2035	<b>Parks and Recreation</b>			<b>FY 18 Act.</b>						
1	Park Equipment Replacement	Open		(4,864)						
2	Replace Whalen Pathway	FY18		(91,951)	(380)	(9,351)				
3	Replace Deck TAMA Trail Bridge	FY18		(9,675)						
4	Paint Concession Stand	FY18		(4,605)						
5	Halmos Park Tennis Lights	FY18		(1,293)						
6	Campbell Park	FY19			(49,693)	(20,307)				
7	Behrend Park	FY19			(91,464)					
8	West Willard Fence Repl.	FY20				(5,500)				
9	Elgin Park Drainage	FY20				(10,000)				
10	Repl. Halmos Restrooms	FY30								
	<b>Total Expenditures</b>			<b>(\$112,388)</b>	<b>(\$141,537)</b>	<b>(\$45,158)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
2035	<b>Account Balance by Year</b>			<b>\$157,018</b>	<b>\$86,945</b>	<b>\$87,287</b>	<b>\$117,287</b>	<b>\$147,287</b>	<b>\$177,287</b>	<b>\$207,287</b>

**Notes**

**Shading key in Table: FY 19 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.

Park tot lot equipment is on a 20-year replacement cycle per the following schedule:

Park	Built	Cost	REPL. Year
Bodmer Park	2004	\$150,000	2024
Halmos Tot Lot	2005	\$50,000	2025
Brooks Park	2007	\$110,000	2027
Wootton Heights Tot Lot	2010	\$60,000	2030

- 2 Replace existing asphalt walkway with concrete walkway
- 3 Replacement of aging wood deck on boardwalk between TAMA and Wood of TAMA
- 4 Repainting inside and out of Steven's Park concession stand.
- 5 Replacement of existing lights and components with LED fixtures.
- 6 Design and implement a tree arboretum and pollinator beds with pathways
- 7 The installation of a new tot lot at phase II of Brightwell Crossing.
- 8 Replacement of the existing fence around the West Willard Soccer Field.
- 9 Grading and restoration of drainage area.
- 10 Full replacement of existing restroom facility.

# THE TOWN OF POOLESVILLE

## FY 2019 Close-Out

### GENERAL FUND - CAPITAL PROJECTS

Adopted August 5, 2019

Printed: 6-Aug-19

Acct No.	Item or Description	Year To Do	Est. Project Cost	Prior Bal. + FY 18 Act.	FY 19 Close-Out	FY 20 Bgt. Budget	----- Forward Planning Cycle -----			
							FY 21	FY 22	FY 23	FY 24
<b>Project Funding</b>										
2040	Major Street Repair Projects			1,322						
Carry-over funds: Completed Projects										
Carry-Over Funds allocated to projects										
1	<b>FY 19 Paving Program</b>									
	Hughes Rd (Westerly-Wootton)	FY19	80,000	80,000						
	Luhn St	FY19	35,000	35,000						
	Gott St	FY19	22,000	22,000						
	Fletchall	FY19	55,000	55,000						
	Tom Fox Ct	FY19	30,000	30,000						
	Conlon Ct	FY19	20,000	20,000						
	Gray Farm Ct	FY19	20,000	20,000						
	Hartz Ct	FY19		20,000						
	Spurrier (Brown - W Willard)	FY19	90,000	10,000	80,000					
	General Custer Way	FY19	61,000		61,000					
	Norris Rd	FY19	38,000		38,000					
	Hersperger	FY19	80,000		80,000					
	Stevens Park Trail System	FY19	40,000		40,000					
	Misc Repairs	FY19	20,000		45,000					
2	<b>FY21 Paving Program</b>									
	Dr. Walling (Cattail-Brightwell)	FY21	120,000			120,000				
	Selby Ave	FY21	142,000			142,000				
	Bruner Way	FY21	78,000			60,000	20,000			
	McKernon Way	FY21	90,000				90,000			
	Hillard Ct	FY21	25,000				25,000			
	Dr. Moore Ct	FY21	60,000				60,000			
	Hillard St. (Halmos-cul-de-sac)	FY21	110,000				110,000			
	Koteen Way	FY21	45,000				45,000			
	Misc Repairs	FY21	50,000				50,000			
3	Future Roads to be determined	FY23	800,000					400,000	400,000	
4	Future Roads to be determined	FY25	850,000							425,000
<b>Total Funding Allocations</b>			<b>\$2,961,000</b>	<b>\$293,322</b>	<b>\$344,000</b>	<b>\$322,000</b>	<b>\$400,000</b>	<b>\$400,000</b>	<b>\$400,000</b>	<b>\$425,000</b>
<b>Project Expenditures</b>										
2040	Major Street Repair Projects			<b>FY 18 Act.</b>						
1	FY19 Paving Program	FY19			(431,664)	(184,336)				
2	FY21 Paving Program	FY21					(722,000)			
3	Future Roads	FY23							(800,000)	
4	Future Roads	FY25								
<b>Total Expenditures</b>				<b>\$0</b>	<b>(\$431,664)</b>	<b>(\$184,336)</b>	<b>(\$722,000)</b>	<b>\$0</b>	<b>(\$800,000)</b>	<b>\$0</b>
<b>2040</b>	<b>Account Balance by Year</b>			<b>\$293,322</b>	<b>\$205,658</b>	<b>\$343,322</b>	<b>\$21,322</b>	<b>\$421,322</b>	<b>\$21,322</b>	<b>\$446,322</b>

**Notes**

**Shading key in Table: FY 19 Expenditures/Closed Projects Budgeting, Planned Expenditures for this Budget Year**

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

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

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

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



# THE TOWN OF POOLESVILLE

## FY 2019 Close-Out

### WATER and WASTEWATER FUND SUMMARY

Adopted August 5, 2019

Printed: 6-Aug-19

Ref.   Page	Item or Description	Y/E 06/30/18 FY 18 Actual	Y/E 06/30/19 FY 19 Budget	Y/E 06/30/19 FY 19 Close-Out	Y/E 06/30/20 FY 20 Budget
<b>Water &amp; Wastewater Operating Summary</b>					
	W & WW Revenue	1,292,170	1,280,604	1,287,212	1,353,240
	Grant from General Funds	15,300	0	42,000	0
	<b>W &amp; WW Available Funding</b>	<b>1,307,470</b>	<b>1,280,604</b>	<b>1,329,212</b>	<b>1,353,240</b>
<b>Water &amp; Wastewater Expenditures</b>					
	For W&WW Capital Projects	0	0	0	0
	Operating Expenses	(1,307,430)	(1,331,306)	(1,329,191)	(1,392,803)
	<b>Total: W &amp; WW Expenditures</b>	<b>(\$1,307,430)</b>	<b>(\$1,331,306)</b>	<b>(\$1,329,191)</b>	<b>(\$1,392,803)</b>
<b>Net Operating Balance</b> <span style="float: right;"><b>\$40</b> <b>(\$50,702)</b> <b>\$21</b> <b>(\$39,563)</b></span>					
<b>Unrestricted Funds Carried Forward from Prior Year</b> <span style="float: right;"><b>28</b> <b>(22,020)</b> <b>68</b> <b>89</b></span>					
<b>Closing Balance: Water/Wastewater Funds</b> <span style="float: right;"><b>\$68</b> <b>(\$72,722)</b> <b>\$89</b> <b>(\$39,474)</b></span>					
<b>Water &amp; Wastewater Funds Capital Projects Summary</b>					
<b>Funding Balance Carried Forward from Prior Year</b> <span style="float: right;"><b>\$1,375,059</b> <b>\$1,295,866</b> <b>\$1,448,945</b> <b>\$1,322,366</b></span>					
	Funding from W & WW Revenues	0	0	0	0
	Funding Granted by Genl Funds	373,500	462,122	480,122	479,000
	Funding from Impact Fees		0		600,000
	Prior Balance - Impact Fees				
	Transfers from Restricted Funds		0	0	0
	Internal transfers	36,000	60,000	322,191	0
	Funding from MD Grants, Others	0	249,760	88,306	161,454
	<b>Available for Capital Projects</b>	<b>\$1,784,559</b>	<b>\$2,067,748</b>	<b>\$2,339,564</b>	<b>\$2,562,820</b>
	Capital Projects Expenditures	(335,614)	(1,103,260)	(1,017,197)	(1,481,750)
	<b>Closing Balance: Funding for Capital Projects</b>	<b>\$1,448,945</b>	<b>\$964,488</b>	<b>\$1,322,366</b>	<b>\$1,081,071</b>

**Notes**

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

# THE TOWN OF POOLESVILLE

## FY 2019 Close-Out

### WATER and WASTEWATER FUND REVENUE SUMMARY

Adopted August 5, 2019

Printed: 6-Aug-19

Acct No.	Account Name	Y/E 06/30/18 FY 18 Actual	Y/E 06/30/19 FY 19 Budget	Y/E 06/30/19 FY 19 Close-Out	Y/E 06/30/20 FY 20 Budget
<b><u>Water &amp; Wastewater Revenue</u></b>					
411.1	User Charges	1,202,251	1,210,604	1,156,097	1,283,240
	MDE Operations Grant	0	0	0	0
505	Interest Income (510 & 515 )	15,602	10,000	29,696	10,000
590	WSSC & Contractor Fees	51,749	40,000	78,837	40,000
590B	Bay Fund Admin Fee	7,168	5,000	5,783	5,000
595	Tap Fees	15,400	15,000	16,800	15,000
<b>Sub-total: Water &amp; Wastewater Revenue</b>		<b>\$1,292,170</b>	<b>\$1,280,604</b>	<b>\$1,287,212</b>	<b>\$1,353,240</b>
<b><u>Water &amp; Wastewater Internal Support</u></b>					
	Grant from Unrestricted Gen'l Funds	15,300	0	42,000	0
<b>Sub-total: Water and Wastewater Available Funding</b>		<b>\$1,307,470</b>	<b>\$1,280,604</b>	<b>\$1,329,212</b>	<b>\$1,353,240</b>
<b><u>Impact Fee Revenue</u></b>					
597.1	Water System	124,216	99,830	141,026	99,830
597.2	Wastewater System	77,635	62,400	88,141	62,400
<b>Sub-total: Impact Fee Revenue</b>		<b>\$201,851</b>	<b>\$162,230</b>	<b>\$229,167</b>	<b>\$162,230</b>
<b><u>Grants and Designated Funding</u></b>					
A	Connection Fees	0	0	0	0
B	Internal Transfers	0	0	0	0
C	MDE WWTP ENR Refinement Grant	0	249,760	249,760	0
<b>Sub-total: Grants and Designated Funding</b>		<b>\$0</b>	<b>\$249,760</b>	<b>\$249,760</b>	<b>\$0</b>
<b><u>Restricted Revenue</u></b>					
598	Chesapeake Bay Restoration Fund	0	0	0	0
<b>Sub-total: Restricted Revenue</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total: Water &amp; Wastewater Fund Revenue</b>		<b>\$1,509,321</b>	<b>\$1,692,594</b>	<b>\$1,808,139</b>	<b>\$1,515,470</b>
<b><u>Account Descriptions</u></b>					
411	Adopted FY2020				
	<u>Gallon Tiers</u>	<u>Structured Rate System Per 1,000 Gallons</u>			
	0 - 30,000	\$11.25			
	30,001 - 40,000	\$15.50			
	40,001 - 50,000	\$16.70			
	50,001 - up	\$17.51			
	Water Only Hydrant Use - \$8.48/1,000 Gal				
505	Interest income for funds in the County Investment Fund.				
590	Revenue generated from contractor/hydrant use and WSSC.				
595	Paid by new users to the water and wastewater system				
598	This fee is collected by the Town for the State (See page 2 for details)				

# THE TOWN OF POOLESVILLE

## FY 2019 Close-Out

### WATER and WASTEWATER FUND EXPENSE SUMMARY

Adopted August 5, 2019

Printed: 6-Aug-19

Acct No.	Account Name	Y/E 06/30/18 FY 18 Actual	Y/E 06/30/19 FY 19 Budget	Y/E 06/30/19 FY 19 Close-Out	Y/E 06/30/20 FY 20 Budget
	<b><u>Wastewater System</u></b>				
700	Wastewater Operations	419,923	421,700	421,240	408,700
750	Wastewater Administration	347,331	362,530	353,291	390,784
	<b>Sub-total: Wastewater System</b>	<b>767,254</b>	<b>784,230</b>	<b>774,531</b>	<b>799,484</b>
	<b><u>Water System</u></b>				
800	Water Operations	125,506	127,500	124,990	133,500
850	Water Administration	414,670	419,576	429,670	459,819
	<b>Sub-total: Water System</b>	<b>540,176</b>	<b>547,076</b>	<b>554,661</b>	<b>593,319</b>
	<b>Sub-total: Water &amp; Wastewater Operating Expenses</b>	<b>\$1,307,430</b>	<b>\$1,331,306</b>	<b>\$1,329,191</b>	<b>\$1,392,803</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><u>\$1,307,430</u></b>	<b><u>\$1,331,306</u></b>	<b><u>\$1,329,191</u></b>	<b><u>\$1,392,803</u></b>
<b><u>Water and Wastewater Fund Analysis</u></b>					
Wastewater System			\$784,230 59%	\$774,531 58%	\$799,484 57%
Water System			\$547,076 41%	\$554,661 42%	\$593,319 43%
<b><u>Notes</u></b>					

# THE TOWN OF POOLSVILLE

## FY 2019 Close-Out

### WATER and WASTEWATER FUND EXPENSE DETAILS

Adopted August 5, 2019

Printed: 6-Aug-19

Acct No.	Account Name	Y/E 06/30/18 FY 18 Actual	Y/E 06/30/19 FY 19 Budget	Y/E 06/30/19 FY 19 Close-Out	Y/E 06/30/20 FY 20 Budget
<b>700</b>	<b>Wastewater Operations</b>				
701	Sludge Hauling	122,563	115,000	140,699	120,000
702	Outside Laboratory Services	50,672	50,000	45,342	50,000
703	Electricity	116,362	115,000	125,453	117,000
705	Chemicals	72,399	75,000	60,334	70,000
707	Building Maintenance	1,091	1,200	1,099	1,200
708	Laboratory Expenses	6,670	5,000	4,625	5,000
709	Small Tools	355	500	800	500
710	WWTP Repair & Maintenance	25,673	32,000	30,814	30,000
711	Ultra Violet Bulb Maintenance	4,466	8,000	0	0
712	Sewer Repair and Maintenance	19,672	20,000	12,074	15,000
<b>Total:</b>	<b>Acct 700 Wastewater Operations</b>	<b><u>\$419,923</u></b>	<b><u>\$421,700</u></b>	<b><u>\$421,240</u></b>	<b><u>\$408,700</u></b>
<b>750</b>	<b>Wastewater Administration</b>				
755	Alloc: Staff Salary Burden from GF755	305,224	317,818	309,915	345,581
757	Alloc: Admin Sal'y Burden from GF760	11,937	11,827	12,410	12,318
761	Personnel Uniforms and Training	6,836	8,950	7,524	8,950
763	Accounting Services	4,000	4,000	4,000	4,000
771	Office Supplies	1,318	1,275	569	1,275
773	Telephone	7,115	6,600	7,179	6,600
775	Property Insurance	9,820	10,500	10,476	10,500
781	Truck Insurance	333	560	344	560
783	Truck Operations	748	1,000	874	1,000
<b>Total:</b>	<b>Acct 750 Wastewater Administration</b>	<b><u>\$347,331</u></b>	<b><u>\$362,530</u></b>	<b><u>\$353,291</u></b>	<b><u>\$390,784</u></b>

**Account Descriptions**

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

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

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

# THE TOWN OF POOLESVILLE

## FY 2019 Close-Out

### WATER and WASTEWATER FUND EXPENSE DETAILS

Adopted August 5, 2019

Printed: 6-Aug-19

Acct No.	Account Name	Y/E 06/30/18 FY 18 Actual	Y/E 06/30/19 FY 19 Budget	Y/E 06/30/19 FY 19 Close-Out	Y/E 06/30/20 FY 20 Budget
<b>800</b>	<b>Water Operations</b>				
801	Lab Supplies / Testing	17,302	23,500	15,253	23,500
802	Building Supplies	345	500	335	500
805	Electricity	85,731	75,000	83,535	83,000
806	Chemicals	2,017	3,000	2,047	3,000
807	Water Repair and Maintenance	19,424	24,000	22,626	22,000
809	Small Tools	687	1,500	1,194	1,500
<b>Total: Acct 800 Water Operations</b>		<b><u>\$125,506</u></b>	<b><u>\$127,500</u></b>	<b><u>\$124,990</u></b>	<b><u>\$133,500</u></b>
<b>850</b>	<b>Water Administration</b>				
855	Alloc: Staff Salary Burden from GF755	305,224	317,818	309,915	345,581
857	Alloc: Admin Sal'y Burden from GF765	53,929	42,058	56,433	54,538
859	Bonding	100	150	100	150
861	Personnel Uniforms and Training	7,133	10,800	8,414	10,800
863	Accounting Services	4,000	4,000	4,000	4,000
871	Office and Billing Supplies	21,799	24,000	19,988	24,000
873	Telephone	3,147	3,550	3,179	3,550
875	Property Insurance	6,011	6,000	5,998	6,000
881	Truck Insurance	1,160	1,200	1,380	1,200
883	Truck Operations	12,167	10,000	20,263	10,000
<b>Total: Acct 850 Water Administration</b>		<b><u>\$414,670</u></b>	<b><u>\$419,576</u></b>	<b><u>\$429,670</u></b>	<b><u>\$459,819</u></b>

**Account Descriptions**

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

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

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

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

# THE TOWN OF POOLESVILLE

## FY 2019 Close-Out

### WATER and WASTEWATER FUND - CAPITAL PROJECTS SUMMARY

Adopted August 5, 2019

Printed: 6-Aug-19

Acct No.	Item or Description	Year To Do	Est. Project Cost	Prior Bal. + FY 18 Act.	FY 19 Close-Out	FY 20 Bgt. Budget	Forward Planning Cycle			
							FY 21	FY 22	FY 23	FY 24
<b><u>Project Funding</u></b>										
3130	Water Collection & Distribution		2,738,505	851,266	344,052	740,000	130,000	40,000	40,000	40,000
3150	Wastewater Systems		1,085,260	315,160	377,067	321,454	95,000	95,000	84,000	40,000
3167	Small Water & Wastewater Equip.		105,000	133,833	79,500	89,000	70,000	40,000	40,000	40,000
3169	Inflow & Infiltration		0	431,065	50,000	50,000	50,000	100,000	100,000	140,000
3170	Gen'l. Infrastructure Programs		0	53,236	40,000	40,000	70,000	225,000	260,000	285,000
<b>Total Funding Allocations</b>			<b>\$3,928,765</b>	<b>\$1,784,560</b>	<b>\$890,619</b>	<b>\$1,240,454</b>	<b>\$415,000</b>	<b>\$500,000</b>	<b>\$524,000</b>	<b>\$545,000</b>
<b><u>Direct Funding</u></b>										
3130	Allocation of unrestricted funds				213,430					
3130	Impact Fees			52,571		600,000				
3150	MDE Grant				88,306	161,454				
3150	Allocation of unrestricted funds			25,000	108,761					
3167	Allocation of unrestricted funds			35,000						
3169	Allocation of unrestricted funds			175,000						
<b>Sub-total: Direct Funding</b>				<b>\$287,571</b>	<b>\$410,497</b>	<b>\$761,454</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>3000</b>	<b>Funding by Gen'l Fund Grant [Total less Direct Funding]</b>			<b>\$1,496,989</b>	<b>\$480,122</b>	<b>\$479,000</b>	<b>\$415,000</b>	<b>\$500,000</b>	<b>\$524,000</b>	<b>\$545,000</b>
<b><u>Project Expenditures</u></b>										
				<b>FY 18 Act.</b>						
3130	Water Collection & Distribution			(44,581)	(513,442)	(1,036,080)	(350,000)	0	0	(100,000)
3150	Wastewater Systems			(112,791)	(337,763)	(378,439)	(68,000)	(25,000)	(38,000)	(90,000)
3167	Small Water & Wastewater Equip.			(95,046)	(43,799)	(67,230)	(75,000)	0	0	0
3169	Inflow & Infiltration			(83,196)	(86,769)	0	0	0	0	0
3170	Gen'l. Infrastructure Programs			0	(35,424)	0	0	0	0	0
<b>Total Expenditures</b>				<b>(\$335,614)</b>	<b>(\$1,017,197)</b>	<b>(\$1,481,750)</b>	<b>(\$493,000)</b>	<b>(\$25,000)</b>	<b>(\$38,000)</b>	<b>(\$190,000)</b>
<b><u>Account Balance by Year</u></b>										
3130	Water Collection & Distribution			806,685	637,295	341,215	121,215	161,215	201,215	141,215
3150	Wastewater Systems			202,369	241,673	184,688	211,688	281,688	327,688	277,688
3167	Small Water & Wastewater Equip.			38,787	74,488	96,258	91,258	131,258	171,258	211,258
3169	Inflow & Infiltration			347,869	311,100	361,100	411,100	511,100	611,100	751,100
3170	Gen'l. Infrastructure Programs			53,236	57,812	97,812	167,812	392,812	652,812	937,812
<b>Available For Capital Projects</b>				<b>\$1,448,946</b>	<b>\$1,322,367</b>	<b>\$1,081,072</b>	<b>\$1,003,072</b>	<b>\$1,478,072</b>	<b>\$1,964,072</b>	<b>\$2,319,072</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 2019 Close-Out

### WATER & WASTEWATER FUND - CAPITAL PROJECTS

Adopted August 5, 2019

Printed: 6-Aug-19

Acct No.	Item or Description	Year To Do	Est. Project Cost	Prior Bal. + FY 18 Act.	FY 19 Close-Out	FY 20 Bgt. Budget	----- Forward Planning Cycle -----				
							FY 21	FY 22	FY 23	FY 24	
<b>3130</b>	<b><u>Project Funding</u></b> <b>Water Collection &amp; Distribution</b> <b>Carry-over funds: Completed Projects</b> <b>Carry-Over Funds allocated to projects</b>			10,106	268						
<b>1</b>	<b><u>Equip Replace/Major Rebuild</u></b>	open		33,859	20,000	20,000	20,000	20,000	20,000	20,000	20,000
a	Well #8 Pump Replace	FY18	15,285								
b	Well #12 Transducer	FY19	2,200								
c	Well #9 Aromix Unit	FY19	4,420								
d	Well #8 Booster VFD	FY19	1,600								
<b>2</b>	Water Valve Repl	open		45,000	20,000 (268)	[Excess Funding Transferred into Carry-Over Funds]					
<b>3</b>	Well Implementation	Annl.		3,271							
<b>4</b>	Well 11 (Rabanales)	FY19	610,000	545,918	10,622						
	<b>Budget Amendment 10/15/2018</b>				<b>185,000</b>						
<b>5</b>	Alpha Media	Open		43,000	30,000	20,000	20,000	20,000	20,000	20,000	20,000
	<b>Allocation of Unrestricted Reserves</b>				<b>28,430</b>						
<b>6</b>	Well Component Rehab. 2,3 &5	FY19	30,000	7,541							
<b>7</b>	Repaint Ext. 500K Gal. Tank	FY21	350,000	110,000	50,000	100,000	90,000				
	<b>The following projects are listed in the Master Plan Impact Fee Schedule and will be funded through impact fees.</b>										
<b>8</b>	Well 14 (Westerly/Jamison)	Open	925,000								
	<b>Use of Impact Fees</b>			<b>52,571</b>		<b>600,000</b>					
<b>9</b>	Well 15 (Cattail/Jamison)	Open	800,000								
	<b>Total Funding Allocations</b>		<b>\$2,738,505</b>	<b>\$851,266</b>	<b>\$344,052</b>	<b>\$740,000</b>	<b>\$130,000</b>	<b>\$40,000</b>	<b>\$40,000</b>	<b>\$40,000</b>	<b>\$40,000</b>
	<b><u>Project Expenditures</u></b>										
<b>3130</b>	Water Collection & Distribution			<b>FY 18 Act.</b>							
<b>1</b>	<b><u>Equip Replace/Major Rebuild</u></b>										
a	Well #8 Pump Replace	FY18		(15,285)							
b	Well #12 Transducer	FY19			(2,203)						
c	Well #9 Aromix Unit	FY19			(4,420)						
d	Well #8 Booster VFD	FY19			(1,608)						
<b>2</b>	Water Valve Repl	Open		(796)	(63,936)						
<b>3</b>	Well Implementation	Annl.		(1,189)		(1,584)					
<b>4</b>	Well 11 (Rabanales)	FY19		(26,875)	(317,846)	(396,819)					
<b>5</b>	Alpha Media	Open			(101,430)						(100,000)
<b>6</b>	Well Component Rehab. 2,3 &5	FY19		(436)		(7,105)					
<b>7</b>	Repaint Ext. 500K Gal. Tank	FY21				(350,000)					
<b>8</b>	Well 14 (Westerly/Jamison)	Open			(21,998)	(630,573)					
<b>9</b>	Well 15 (Cattail/Jamison)	Open									
	<b>Total Expenditures</b>			<b>(\$44,581)</b>	<b>(\$513,442)</b>	<b>(\$1,036,080)</b>	<b>(\$350,000)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$100,000)</b>
<b>3130</b>	<b><u>Account Balance by Year</u></b>			<b>\$806,685</b>	<b>\$637,295</b>	<b>\$341,215</b>	<b>\$121,215</b>	<b>\$161,215</b>	<b>\$201,215</b>	<b>\$141,215</b>	

**Notes**

**Shading key in Table: FY 19 Expenditures/Closed Projects Budgeting, Planned Expenditures for this Budget Year**

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

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

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

# THE TOWN OF POOLSVILLE

FY 2019 Close-Out

## WATER & WASTEWATER FUND - CAPITAL PROJECTS

Adopted August 5, 2019

Printed: 6-Aug-19

Acct No.	Item or Description	Year To Do	Est. Project Cost	Prior Bal. + FY 18 Act.	FY 19 Close-Out	FY 20 Bgt. Budget	----- Forward Planning Cycle -----			
							FY 21	FY 22	FY 23	FY 24
<b>Project Funding</b>										
3150	<b>Wastewater Systems</b>									
	Carry-over funds: Completed Projects			8,531	75,249					
	Carry-Over Funds allocated to projects				(11,337)	(7,500)				
1	Equip Replace/Major Rebuild	open		40,619	40,000	40,000	40,000	40,000	40,000	40,000
2	Ultra Violet Lights (WWTP)	Open	8,000	12,000						4,000
3	Alum Feed System	FY18	40,000	39,010						
4	Hunter's Run Pump Station	FY18	40,000	40,000	9,112					
5	Replace Main WWTP Pump #1	FY18	25,000	25,000	102					
6	WWTP Monitoring System	FY18	85,000	60,000	(75,249)					
	<b>Use of Unrestricted Funds</b>			25,000						
7	U.V. System Rebuild	FY19	145,000	55,000	60,000					
	<b>Use of Unrestricted Funds</b>				28,761					
8	Replace Main WWTP Pump #2	FY19	25,000		25,000					
					2,123					
9	WWTP ENR Refinement	FY19	249,760							
	<b>MDE Grant</b>				88,306	161,454				
10	Backwash Pump #1	FY20	25,000	10,000		15,000				
11	Replace Main WWTP Pump #3	FY20	75,000			25,000				
12	WWTP Main Station VFD's	FY20	40,000		20,000	20,000				
13	Update WWTP PLC	FY20	40,000		20,000	20,000				
14	WWTP Heaters	FY20	6,000			6,000				
15	WWTP Monitor Screen	FY20	1,500			1,500				
16	WWTP Lagoon Repairs	FY20	80,000							
	<b>Budget Amendment 8/5/2019</b>				80,000					
17	Backwash Pump #2	FY21	25,000			10,000	15,000			
18	Digester Blower	FY21	35,000		15,000	10,000	10,000			
19	Sludge Screw Pump	FY22	20,000				10,000	15,000		
20	Decant Pump	FY23	30,000					15,000	15,000	
21	Paint WWTP	FY24	90,000					25,000	25,000	
	<b>Total Funding Allocations</b>		\$1,085,260	\$315,160	\$377,067	\$321,454	\$95,000	\$95,000	\$84,000	\$40,000
<b>Project Expenditures</b>										
3150	<b>Wastewater Systems</b>									
1	Equip Replace/Major Rebuild	open								
a	Fisher Pump Starters	FY18		(5,205)						
b	Rebuild Koteen Pump	FY18		(2,435)						
c	Pump Rebuild Kit	FY18		(5,033)						
d	Blower Replacement	FY18		(9,879)						
e	Solenoid Valves	FY18		(1,010)						
f	Lagoon Blower	FY18		(2,190)						
g	Blower Rebuild	FY18		(2,772)						
h	Rebuild Decant Motor	FY18		(3,682)						
i	Rebuild Seneca Pump	FY18		(4,896)	(1,899)					
j	Submersible Pump	FY19			(441)					
k	Decant Pump Starter	FY19			(1,200)					
l	Grundfos Belt Press Pumps	FY19			(4,597)					
m	SBR 3 Valve	FY19			(1,150)					
n	Suction Plate	FY19			(981)					
o	Effluent Valve	FY19			(2,743)					
p	4" Sludge Valve	FY19			(6,256)					
q	Fisher Pump Sta. Check Valve	FY19			(6,150)					
r	Generator Radiator	FY19			(3,431)					
s	Stoney Springs Pump	FY19			(1,670)					
t	Winch	FY19			(254)					
2	Ultra Violet Lights (WWTP)	Open					(8,000)			(8,000)
3	Alum Feed System	FY18				(39,010)				
4	Hunter's Run Pump Station	FY18		(30,181)	(18,931)					
5	Replace Main WWTP Pump #1	FY18		(21,357)	(3,745)					
6	WWTP Monitoring System	FY18			(9,751)					
7	U.V. System Rebuild	FY19			(143,761)					
8	Replace Main WWTP Pump #2	FY19			(27,123)					
9	WWTP ENR Refinement	FY19		(24,151)	(103,680)	(121,929)				
10	Backwash Pumps #1	FY19				(25,000)				
11	Replace Main WWTP Pump #3	FY20				(25,000)				
12	WWTP Main Station VFD's	FY20				(40,000)				
13	Update WWTP PLC	FY20				(40,000)				
14	WWTP Heaters	FY20				(6,000)				
15	WWTP Monitor Screen	FY20				(1,500)				
16	WWTP Lagoon Repairs	FY20				(80,000)				
17	Backwash Pump #2	FY21					(25,000)			
18	Digester Blower	FY21					(35,000)			
19	Sludge Screw Pump	FY22						(25,000)		
20	Decant Pump	FY23							(30,000)	
21	Paint WWTP	FY24								(90,000)
	<b>Total Expenditures</b>			(\$112,791)	(\$337,763)	(\$378,439)	(\$68,000)	(\$25,000)	(\$38,000)	(\$90,000)
3150	<b>Account Balance by Year</b>			\$202,369	\$241,673	\$184,688	\$211,688	\$281,688	\$327,688	\$277,688

**Notes**

**Shading key in Table: FY 19 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.**
- |   |   |
|---|---|
| <ul style="list-style-type: none"> <li>1 The replacement or major rebuild of pumps and major components</li> <li>2 Full bulb change-out every other year.</li> <li>3 Chemical application lines for phosphorus removal.</li> <li>4 Replacement of pumps and valves.</li> <li>5 Replacement pump.</li> <li>6 Project needs Changed due to ENR Upgrade</li> <li>7 Replacement of WWTP disinfection system.</li> <li>8 Replacement pump.</li> <li>9 Plan and design of a denitrification filtration system</li> <li>10 Replacement of original equipment.</li> </ul> | <ul style="list-style-type: none"> <li>11 Replacement pump.</li> <li>12 Replacement of electronic control equipment.</li> <li>13 Required update of computer and control equipment.</li> <li>14,15 Replacement of original equipment.</li> <li>16 Sluice Gate and air line repairs</li> <li>17 Replacement of original equipment.</li> <li>18 Replacement of air equipment.</li> <li>19 Replacement of original equipment.</li> <li>20 Replacement pump.</li> <li>21 Repainting of pipe gallery.</li> </ul> |
|---|---|



# THE TOWN OF POOLESVILLE

## FY 2019 Close-Out

### WATER & WASTEWATER FUND - CAPITAL PROJECTS

Adopted August 5, 2019

Printed: 6-Aug-19

Acct No.	Item or Description	Year To Do	Est. Project Cost	Prior Bal. + FY 18 Act.	FY 19 Close-Out	FY 20 Bgt. Budget	----- Forward Planning Cycle -----			
							FY 21	FY 22	FY 23	FY 24
<b>Project Funding</b>										
3167	Small Water & Wastewater Equip.			1,632						
	Carry-over funds: Completed Projects				(1,269)					
	Carry-Over Funds allocated to projects									
1	Future W&S Equipment Needs	Open		23,680	20,000	20,000	20,000	20,000	20,000	20,000
2	Water Meter Replacement	Annl.	105,000	23,981	20,000	20,000	20,000	20,000	20,000	20,000
3	Main Valve Actuator	FY18	2,000	3,020						
4	Lagoon Flow Meter	FY18	5,000	3,382						
5	Seneca/Stoney Monitoring System	FY19	14,500	11,000	3,500					
6	Fisher & Elgin Monitoring System	FY19	9,600	8,000	1,269					
7	WWTP Lighting Upgrade	FY19	5,000		5,000					
8	Sewer Jet	FY20	60,000	24,138						
	<b>Budget Amendment 5/22/17</b>			<b>35,000</b>						
9	Manhole Flow Monitors	19-20			11,000	24,000				
10	Sewer Camera	FY21	75,000		20,000	25,000	30,000			
	<b>Total Funding Allocations</b>		<b>\$105,000</b>	<b>\$133,833</b>	<b>\$79,500</b>	<b>\$89,000</b>	<b>\$70,000</b>	<b>\$40,000</b>	<b>\$40,000</b>	<b>\$40,000</b>
<b>Project Expenditures</b>										
3167	Other Water & Wastewater Equip.			<b>FY 18 Act.</b>						
1	Future W&S Equipment Needs									
a	Misc Water Main repair tools	FY18		(840)						
b	Blower Room Exhaust Fan	FY18		(980)						
c	Pipe Gallery Heater	FY18		(1,375)						
d	Air Compressor	FY18		(270)						
e	Small Enclosed Trailer	FY18		(2,500)						
f	Portable Generator	FY18		(1,280)						
i	Manhole Bowls	FY18		(5,400)						
j	Emergency Pump Hoses	FY19			(1,035)					
k	Aquascope	FY19			(2,696)					
l	Trench Shoring	FY19			(2,616)					
m	Sewer Push Camera	FY19				(10,000)				
n	Well #8 VFD	FY19			(6,991)					
o	Fuel Pump	FY19			(255)					
p	WWTP Basin Ladder	FY19			(3,600)					
q	DR6000	FY20				(8,500)				
2	Water Meter Replacement	Annl.		(16,861)	(11,568)					
3	Main Valve Actuator	FY18		(3,020)						
4	Lagoon Flow Meter	FY18		(3,382)						
5	Seneca/Stoney Monitoring System	FY19			(5,284)	(9,216)				
6	Fisher & Elgin Monitoring System	FY19			(9,269)					
7	WWTP Lighting Upgrade	FY19				(5,000)				
8	Sewer Jet	FY20		(59,138)						
9	Manhole flow Monitors	19-20			(486)	(34,514)				
10	Sewer Camera	FY21					(75,000)			
	<b>Total Expenditures</b>			<b>(\$95,046)</b>	<b>(\$43,799)</b>	<b>(\$67,230)</b>	<b>(\$75,000)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
3167	<b>Account Balance by Year</b>			<b>\$38,787</b>	<b>\$74,488</b>	<b>\$96,258</b>	<b>\$91,258</b>	<b>\$131,258</b>	<b>\$171,258</b>	<b>\$211,258</b>

**Notes**

**Shading key in Table: FY 19 Expenditures/Closed Projects Budgeting, Planned Expenditures for this Budget Year**

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

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

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

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

# THE TOWN OF POOLSVILLE

## FY 2019 Close-Out

### WATER & WASTEWATER FUND - CAPITAL PROJECTS

Adopted August 5, 2019

Printed: 6-Aug-19

Acct No.	Item or Description	Year To Do	Est. Project Cost	Prior Bal. + FY 18 Act.	FY 19 Close-Out	FY 20 Bgt. Budget	----- Forward Planning Cycle -----			
							FY 21	FY 22	FY 23	FY 24
<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	256,065	50,000	50,000	50,000	100,000	100,000	140,000
				175,000						
<b>Total Funding Allocations</b>			\$0	\$431,065	\$50,000	\$50,000	\$50,000	\$100,000	\$100,000	\$140,000
<b>Project Expenditures</b>										
3169	Inflow & Infiltration			FY 18 Act.						
1	On-going I & I Reduction Pgm.	Annl.		(74,721)	(63,682)					
	Monitoring & Main Insp.			(8,475)	(23,088)					
<b>Total Expenditures</b>				(\$83,196)	(\$86,769)	\$0	\$0	\$0	\$0	\$0
3169	<b>Account Balance by Year</b>			\$347,869	\$311,100	\$361,100	\$411,100	\$511,100	\$611,100	\$751,100

**Notes**

Shading key in Table: **FY 19 Expenditures/Closed Projects** Budgeting, Planned Expenditures for this Budget Year

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

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

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

Acct No.	Item or Description	Year To Do	Est. Project Cost	Prior Bal. + FY 18 Act.	FY 19 Close-Out	FY 20 Bgt. Budget	----- Forward Planning Cycle -----			
							FY 21	FY 22	FY 23	FY 24
<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		53,144	40,000	20,000	40,000	40,000	40,000	40,000
2	Infrastructure Replacement Fund	Open				20,000	30,000	185,000	220,000	245,000
3	WWTP Lagoon Repairs	Open								
<b>Total Funding Allocations</b>			\$0	\$53,236	\$40,000	\$40,000	\$70,000	\$225,000	\$260,000	\$285,000
<b>Project Expenditures</b>										
3170	Gen'l. Infrastructure Programs			FY 18 Act.						
1	Emergency Repair/Replace									
a	Sewer System				(16,475)					
b	Water System				(18,949)					
2	Infrastructure Replacement Fund									
3	WWTP Lagoon Repairs									
<b>Total Expenditures</b>				\$0	(\$35,424)	\$0	\$0	\$0	\$0	\$0
3170	<b>Account Balance by Year</b>			\$53,236	\$57,812	\$97,812	\$167,812	\$392,812	\$652,812	\$937,812

**Notes**

Shading key in Table: **FY 19 Expenditures/Closed Projects** Budgeting, Planned Expenditures for this Budget Year

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

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

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

2 Funds accumulating for future infrastructure replacement needs.

3 Repairs to embankment of equalization basin.

# THE TOWN OF POOLSVILLE

## FY 2019 Close-Out

### TOWN STATISTICS

Adopted August 5, 2019

Printed: 6-Aug-19

Note No.	Item or Description	Fiscal Year 2014	Fiscal Year 2015	Fiscal Year 2016	Fiscal Year 2017	Fiscal Year 2018	Fiscal Year 2019	Fiscal Year 2020
[1]	<b>Population</b> (Calendar Year)	5,261	5,373	5,437	5,510	5,571	5,638	
	<b>Housing</b>							
	Single Family	1,431	1,466	1,486	1,492	1,511	1,532	
	Town Houses	336	336	336	353	353	353	
	Total Family Dwellings	1,767	1,802	1,822	1,845	1,864	1,885	
	Other	56	56	56	56	56	56	
[2]	<b>Net Assessable Base</b> As Reported	672,633,000	717,731,000	723,711,000	758,169,000	803,643,000	844,304,000	867,927,000
[2]	<b>Tax Rate</b> ¢ per \$100 of assessment	16.70	16.70	17.00	17.56	17.56	17.56	18.00
[3]	<b>General Fund Budget</b>	[Actual]	[Actual]	[Actual]	[Actual]	[Actual]	[Projected]	[Budget]
	Operating Expenses	1,999,155	2,330,397	2,345,372	2,306,825	2,264,056	2,472,423	2,585,492
	Funding: Capital Projects	520,500	436,000	412,590	528,983	684,350	706,750	720,000
	Funding: Water/Wastewater Projects	301,000	206,384	422,760	426,000	373,500	480,122	479,000
	Total Budget (General Funds)	2,820,655	2,972,781	3,180,722	3,261,808	3,321,906	3,659,295	3,784,492
	Budgeted Cash Reserve	764,000	816,798	740,812	516,520	714,923	629,824	967,070
	Actual Close-Out Cash Reserve	862,464	915,607	712,985	837,384	1,058,902	966,534	
							[Projected]	
	<b>Water and Wastewater Fund Budget</b>							
	Operating Expenses	1,383,126	1,210,759	1,267,447	1,259,071	1,307,430	1,329,191	1,392,803
Funding: Capital Projects	0	0	0	0	0	0	0	
	<b>Total Town Acreage</b>	2,374	2,374	2,374	2,374	2,374	2,374	2,374
	<b>Parks and Open Spaces</b>							
	Number	12	13	14	14	14	14	14
	Area (acres)	65	65	65	65	65	65	65
	Number of:							
	Tennis Courts	4	4	4	4	4	4	4
	Basketball Courts	3	4	4	4	4	4	4
	Baseball Fields	4	4	4	4	4	4	4
	Soccer Fields	5	6	6	6	6	6	6
	Tot Lots	7	8	8	8	8	9	9
	<b>Miles of Town Roads</b>	19.00	19.00	20.00	20.00	20.00	21.00	21.00
	<b>Number of Municipal Water Wells</b>	11	11	11	11	11	11	12
	<b>Avg. Water Production (Gal/Day)</b> Calendar year	438,160	500,577	461,721	469,254	508,331		
	<b>Avg - WWTP (Gal/Day)</b> Calendar year	630,000	534,417	491,750	487,511	763,724		
	<b>Number of Town Employees</b>							
	Full Time	16	16	18	18	19	19	19
	Part Time	0	0	0	0	0	0	0
	Summer Help	2	2	3	3	3	3	3

**Notes**

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