

Proposed FY19 Budget				PROJECTED	FY18	CLOSEOUT	FY2017 ACTUALS	FY2016 ACTUALS
	GENERAL FUND (UNRESTRICTED)	LITIGATION (RESTRICTED)	TOTAL	GENERAL (UNRESTRICTED)	LITIGATION (RESTRICTED)	OEA (RESTRICTED)	TOTAL REVENUES	TOTAL REVENUES
Beginning Fund Balances				ENDING FUND BALANCES				
Operating Account	\$44,586		\$44,586	\$44,586				
Harford CD	\$261,780		\$261,780	\$261,780				
Howard CD	\$126,171		\$126,171	\$126,171				
Money Market	\$201,108		\$201,108	\$201,108				
Litigation Account		\$33,875	\$33,875		\$33,875			
Revenues								
Development Rights Fee	\$368,962		\$368,962				\$447,782	\$1,437,653
Interest	\$1,200		\$1,200				\$1,150	\$1,253
Misc. Income								\$31,000
Grant Revenue							\$711,680	\$6,182
Tome School								\$1,350
REVENUE TOTAL							\$1,160,612	\$1,477,437
Projected Cash Position	\$1,003,807	\$33,875	\$1,037,682	\$633,645	\$33,875	\$0		
Expenditures								
Office Supplies and Equipment	\$7,400	\$0	\$7,400	\$4,904			\$5,098	\$8,146
Supplies	\$1,700		\$1,700	\$1,371			\$1,118	\$2,470
Copier Rental	\$2,700		\$2,700	\$2,449			\$2,836	\$2,728
Equipment	\$3,000		\$3,000	\$1,084			\$1,145	\$2,948
Salaries and related expenses	\$69,283		\$69,283	\$61,954			\$58,742	\$63,824
Base Salary	\$49,620		\$49,620	\$43,308			\$39,822	\$42,553
Bonus	\$1,000		\$1,000	\$0			\$0	\$0
Payroll Taxes	\$15,000		\$15,000	\$14,983			\$15,307	\$17,473
Benefit Package	\$3,000		\$3,000	\$3,000			\$2,875	\$3,000
PNC Payroll fees	\$663		\$663	\$663			\$738	\$798
Expenses	\$0		\$0	\$0			\$0	\$0
Professional Services	\$177,200	\$33,839	\$211,039	\$148,906	\$112,504		\$870,173	\$151,462
Management fees	\$90,000		\$90,000	\$91,462			\$78,966	\$69,400
Accounting Fees	\$15,900		\$15,900	\$23,350			\$12,825	\$15,050
Legal fees	\$20,000	\$33,839	\$53,839	\$8,541	\$112,504		\$56,826	\$13,316
Professional-other	\$50,000		\$50,000	\$25,553		\$677,051	\$721,356	\$53,014
Environmental fees	\$650		\$650	\$0			\$0	\$0
IT consulting fees	\$650		\$650	\$0			\$200	\$682
Property Maintenance	\$72,348		\$72,348	\$52,255			\$56,231	\$55,660
General	\$3,000		\$3,000	\$1,320			\$1,998	\$1,029
Mowing	\$21,000		\$21,000	\$12,600			\$21,000	\$18,000
Security	\$648		\$648	\$648			\$873	\$2,372
Environmental Monitoring	\$28,450		\$28,450	\$32,197			\$28,141	\$28,044
Permits	\$1,000		\$1,000	\$0			\$1,476	\$1,000
O&M Inspection	\$2,250		\$2,250	\$2,250			\$2,253	\$0
Tome Building Repairs	\$1,500		\$1,500	\$0			\$280	\$0
Railroad Embankment Repairs	\$12,500		\$12,500	\$2,520			\$0	\$0
Landfill Repairs	\$2,000		\$2,000	\$720			\$210	\$9,959
Utilities	\$6,174		\$6,174	\$6,566			\$4,948	\$4,404
Web Services	\$2,100		\$2,100	\$1,710			\$1,161	\$872
Telephone	\$1,074		\$1,074	\$1,063			\$1,050	\$1,056
Electric	\$3,000		\$3,000	\$3,793			\$2,737	\$2,476
Travel Expenses	\$3,900		\$3,900	\$2,550			\$454	\$1,149
Operating Expenses	\$20,043	\$36	\$20,079	\$11,462	\$36		\$16,845	\$11,955
Advertising	\$2,000		\$2,000	\$250			\$3,793	\$2,000
Due and Subscriptions	\$1,865		\$1,865	\$0			\$1,000	\$350
Insurance	\$7,828		\$7,828	\$7,551			\$8,599	\$6,597
Office Improvements	\$500		\$500	\$0			\$8	\$0
Interest Paid	\$0		\$0	\$0			\$0	\$0
Miscellaneous	\$2,000		\$2,000	\$95			\$323	\$711
License/Permits	\$0		\$0	\$0			\$0	\$0
Meetings	\$2,250		\$2,250	\$2,454			\$2,535	\$1,228
Postage/Delivery	\$500		\$500	\$151			\$335	\$207
Service Charge	\$100	\$36	\$136	\$241	\$36		\$54	\$9
Staff Development	\$2,000		\$2,000	\$720			\$198	\$175
Printing	\$1,000		\$1,000	\$0			\$0	\$678
Principal payment on short term debt							\$0	\$1,100,000
Tome School							\$0	\$0
Budget/Actual Contingency	\$10,000		\$10,000				\$0	\$0
Restricted Litigation Funding							\$0	\$0
Reconciliation Discrepancy							\$0	\$0
Total Expenditures	\$366,348	\$33,875	\$400,223	\$288,597	\$112,540	\$698,398	\$1,012,492	\$1,396,600
YEAR END FUND POSITION	\$637,459	\$0	\$637,459	\$623,636	\$42,693			

average past 3FY
monthly lease \$180; printing \$45
average past 3FY
Base salary a current contracted rate - no increases proposed
potential bonus after March 2019 performance evaluation
employer and employee taxes
monthly health benefit of \$250
cost of \$52 per month for PNC payroll processing/ efile ; plus efile of
yearly W2 and 1099
\$75 per hour at 100 hours per month
costs for audit preparation (\$7200) and bookkeeping services \$700/month,
with additional \$300 for added audit hours
anticipate increased service from both attorneys (D.Rawle and C.Lamont);
litigation funds are the balance remaining which is expected to be insufficient for
FY19 needs
\$15K for cost ests; \$15k for Weston; \$5K for Woessner, \$5K for
Paul/GTA; \$10K TBD
average past 3FY
average past 3FY
average past 3FY (\$2,675)+ \$1,700 for Anderson spraying at landfills
and Tome
5 mowings per year @ \$4,200 per mowing
town security contract @ \$162 per quarter
confirmed costs for monitoring in FY19
yearly renewal of rubble discharge permit
2 inspections per year @ \$1,125 per inspection
expected costs for closing breaches in buildings
expected repairs for 2 inspections; avg historical cost is \$1,250 per clearing;
\$10,000 for MDE report actions- prepare EAP, inspect and repair culverts
expected repairs for 2 inspections; avg cost is \$1,000 per repair
website (\$300/year) email hosting (\$216/year) microsoft 365 (\$100/year),
secure ftp site (\$99/month), dropbox (\$99/month)
monthly telephone and tax services (\$89/month)
average past 3FY
2 DC meetings \$1640 (2x \$600 hotel;\$100 meals;\$120 parking);
Nov IEDC Course \$290 (\$200 hotel, \$50 meals; \$40 parking);
2019 FED IEDC \$770 (\$600 hotel; \$120 parking; \$50 meals);
2200 miles @ .545 mileage rate= \$1200 (travel to DC (IEDC and USN); travel to
Baltimore (IEDC and MDE), monthly local travel
potential costs for advertising in Town/County events
county chamber membership (\$265), USNTC Museum (\$1000),
Army Alliance (\$500)
yearly cost of commercial insurance (\$4348) and directors liability
insurance (\$3475)
potential repairs to office
potential purchases for retiring members/staff
average past 3FY
expected increased postage needs due to litigation preparation and
counsel documentation requests
PNC service charges \$9/month
Nov IEDC Course (\$640); 2019 FED IEDC (\$720); \$640 placeholder for
adtl IEDC course
anticipated needs for USN discussions or development