

Treasurer's Report

March 12th Mayor and Council Meeting

Below is a summary of our financial highlights and activities through February and looking ahead to the rest of the year:

FY17 Financials through February – attached are departmental and full financials for the seven months of this fiscal year as compared to budget and summarized below:

Financial Summary	February FY18	FY18 Budget	Variance
Revenues	5,303,145	6,471,367	82%
Expenditures			
Mayor and Council	120,074	205,745	58%
Town Administrator	175,203	319,553	55%
Town Clerk	155,599	234,693	66%
Finance	212,483	335,370	63%
Public Safety	2,145,668	3,446,900	62%
Public Works	457,174	1,007,000	45%
Grants	<u>813,086</u>	<u>922,106</u>	<u>88%</u>
Total Expenses	4,079,287	6,471,367	63%
Balance Unexpended	1,223,858	-	

- **Revenues** – we received over \$5.3M through February, which is 82% of the expected revenues for the FY19 budget year. This is due to receiving most of our revenues in the first part of the fiscal, which fund the expenditures incurred throughout the year.

- The major sources of revenue include; \$3.2M for Real Estate Taxes received, \$435K for Business Property Tax, \$318K of Income Taxes, \$124K for Cable Franchise Fees, \$700K reimbursements for Grants, and over \$165K in Other Revenues.

Operating Expenditures – The Town has expended 63% of its budget through February, and at two thirds way through fiscal year is under budget. The Town wide Budget Summary is attached, with the most notable highlights below:

- Compensation (account 6000) continues to be under budget due to ongoing vacancies of a Public Works Director, two police officers, and two communications positions in Public Safety.
- Pension costs (account 6050) are higher than budget since we incurred the annual pension cost in December for the whole fiscal year. The amount here will not change through the rest of the fiscal year.
- Community Initiatives (account 6220) and Community Events (account 6230) are both under budget after having Port Towns Day, National Night Out, Movie in the Park, Park Dedication, and Black History Month Celebration. We are planning additional events this year including a Town signature event.
- Fuel (account 6620), Vehicle Repairs (account 6640), and Body Repairs (account 6650) are all under budget due to our vehicle replacement program to update our fleet with more modern and fuel efficient vehicles.
- Building Maintenance (account 6710) is still under budget but we are in the final stages of completing the renovations to the Code Enforcement Building for the police department expansion.

- Street Lighting (account 6740) is within budget and should decrease as we approach the longer spring and summer days with shorter time periods the lights will be on.
- Insurance premiums for the fiscal year have been paid and realized as well (accounts 6545 and 6550).
- Grant Programs (account 6900) are almost fully expended and we have been receiving timely reimbursements.
- Individual department expense statements are provided as well.
- **Capital Expenditures** – under budget through February, however, we still have three additional police SUV's to purchase along with furniture to finish the police expansion. We also budgeted for gateway signs and street repairs associated with Highway User Grant funds.

FY19 Budget Process - We have started the planning and review process and have our Budget Calendar posted. Important dates are as follows and we encourage the Town's residents and business owners to attend:

- April 9 – Town Administrator's draft budget presented to Mayor and Council
- April 16 – Budget Worksession #1 of the Mayor and Council
- April 30 – Budget Worksession #2 of the Mayor and Council
- May 1 - Public Comment Session #1 for the FY19 Budget
- May 12 – Public Comment Session #2 for the FY19 Budget
- May 14 – Constant Yield Hearing at the Mayor and Council Meeting
- May 23 – Budget Worksession #3 of the Mayor and Council
- June 4 – Mayor and Council final review of FY19 Budget and Adoption

As always, please call or email myself at vtinelli@bladensburgmd.gov or Jennifer Dodson jdodson@bladensburgmd.gov at any time if you have any questions or if the Finance Department can be of assistance.

Submitted by Vito Tinelli
Town Treasurer
March 6, 2018

Town of Bladensburg Financial Summary FY17 - FY18

	Jul '17 - Feb 18	Budget	% of Budget
Ordinary Income/Expense			
Income			
4000 · Property Taxes			
4020 · Real Estate Taxes	3,236,193	3,272,479	99%
4040 · Business Personal Property Tax	435,766	700,000	62%
Total 4000 · Property Taxes	3,671,959	3,972,479	92%
4100 · Income Tax	318,007	475,000	67%
4200 · Other Local Taxes			
4220 · Admissions and Amusement Tax	6,509	15,000	43%
Total 4200 · Other Local Taxes	6,509	15,000	43%
4300 · Licenses and Permits			
4310 · Local Business Licenses	76,586	74,000	103%
4320 · County Traders License	1,907	9,000	21%
4340 · Building and Occupancy Permits	0	0	0%
4370 · Cable Franchise Fees	124,467	130,000	96%
Total 4300 · Licenses and Permits	202,961	213,000	95%
4500 · State Funding			
4510 · Highway User Revenues	126,879	156,718	81%
4520 · Police Aid	73,211	150,000	49%
4540 · Police Grants	4,173	15,000	28%
4560 · MD Energy Assistance - Admin	64,011	75,000	85%
Total 4500 · State Funding	268,273	396,718	68%
4600 · County Funding			
4620 · County Disposal Fee Rebate	11,242	22,484	50%
4640 · Bank Stock	0	2,372	0%
4660 · Public Works Abatements	0	1,500	0%
Total 4600 · County Funding	11,242	26,356	43%
4700 · Service Charges			
4710 · Dispatch Sharing - Mt. Rainier	0	0	0%
4720 · Local Fines/Fees	5,410	10,000	54%
4730 · Copier Fees	1,594	2,000	80%
4740 · Fingerprinting	1,479	8,000	18%
4760 · Reimbursements	9,862	5,000	197%
Total 4700 · Service Charges	18,345	25,000	73%
4800 · Other Revenues			
4810 · Insurance Reimbursement	54,734	35,000	156%
4820 · Bus Shelter Advertising	4,071	7,500	54%
4830 · Property Rental	28,000	21,102	133%
4840 · Vehicle Deployment	4,620	8,000	58%
4850 · Solar Energy Credits	0	3,500	0%
4860 · Loan Repayment	12,540	21,440	58%
4870 · Misc. Revenues	20,209	5,000	404%
4880 · Interest Earned	41,151	18,000	229%
Total 4800 · Other Revenues	165,325	119,542	138%
4900 · Restricted Revenues			
4920 · MD Energy Assistance - Restrict	540,525	675,000	80%
4940 · Highway User Revenues - Rest.	0	0	0%
4950 · Community Legacy - Restricted	100,000	100,000	100%
4960 · CDBG Construction Grant	0	100,000	0%
4970 · Other Grants	0	47,106	0%
Total 4900 · Restricted Revenues	640,525	922,106	69%
4999 · Transfer from Fund Balance	0	306,166	0%
Total Income	5,303,145	6,471,367	82%
Gross Profit	5,303,145	6,471,367	82%
Expense			
6000 · Compensation			

Town of Bladensburg Financial Summary FY17 - FY18

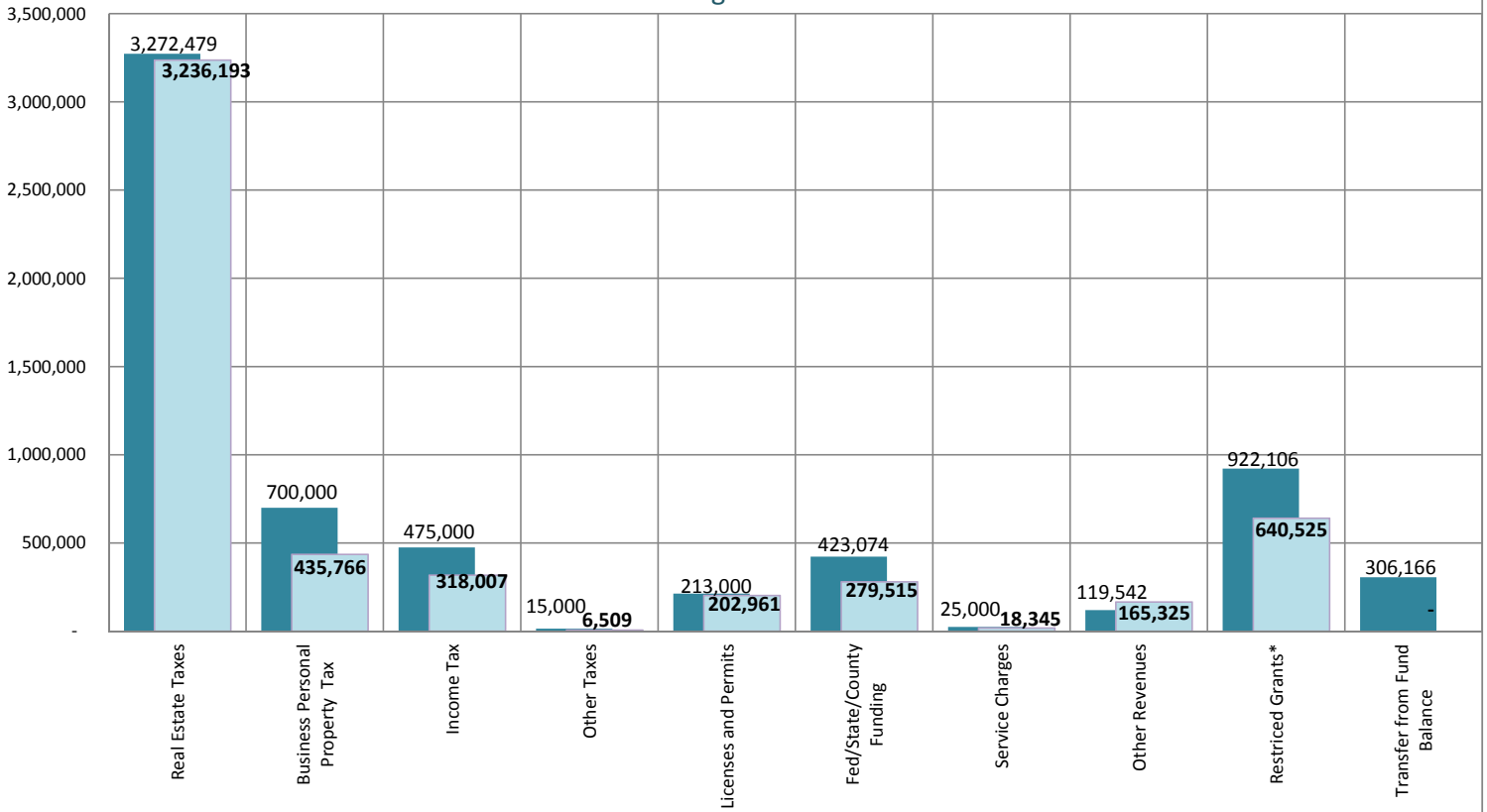
	Jul '17 - Feb 18	Budget	% of Budget
6010 · Regular Pay	1,552,833	2,647,344	59%
6020 · Overtime	114,297	185,801	62%
6030 · FICA	126,387	216,735	58%
6040 · Health Insurance	337,001	490,683	69%
6050 · Pension	182,916	214,818	85%
6060 · Workers Comp	131,072	188,253	70%
Total 6000 · Compensation	2,444,506	3,943,634	62%
6110 · Tuition Rembursement	422	8,000	5%
6120 · Uniforms	22,921	36,000	64%
6130 · Recruitment	4,842	7,000	69%
6140 · Professional Development			
6145 · Council Business Development	612	10,000	6%
6140 · Professional Development - Other	12,527	46,750	27%
Total 6140 · Professional Development	13,139	56,750	23%
6150 · Payroll Service	3,017	4,500	67%
6160 · Employee Recognition	4,228	3,000	141%
6210 · Council Projects	300	2,500	12%
6215 · Council Committees	373	3,000	12%
6220 · Community Initiatives	1,392	14,000	10%
6225 · Community Grants			
6226 · Fire Department Donation	10,000	20,000	50%
6225 · Community Grants - Other	3,000	3,000	100%
Total 6225 · Community Grants	13,000	23,000	57%
6230 · Community Events	17,726	30,500	58%
6235 · Senior Citizen Projects	3,000	4,500	67%
6240 · Memorials	1,026	1,000	103%
6250 · Youth Projects	0	0	0%
6255 · Town Meetings	1,386	4,000	35%
6260 · Transportation	13,422	30,000	45%
6270 · Historic Promotion	1,189	2,500	48%
6310 · Telephone	14,901	22,000	68%
6320 · Wireless Communications	14,362	23,680	61%
6330 · Communications Contracts	1,380	30,000	5%
6340 · Interoperability	374	6,000	6%
6350 · Internet Access	2,542	4,500	56%
6360 · Data Fees	896	2,500	36%
6420 · Computer Expense	551	9,500	6%
6440 · IT Support	18,100	25,000	72%
6460 · Software Contract	81	6,300	1%
6510 · Audit	14,806	17,500	85%
6520 · Bank Charges	2,606	3,500	74%
6530 · Bad Debts	60	6,000	1%
6540 · Insurance - Other	0	0	0%
6545 · Insurance - Auto	34,159	34,000	100%
6550 · Insurance - Liability	42,777	57,000	75%
6560 · Legal	9,006	35,000	26%
6570 · Equipment Lease	6,760	11,500	59%
6580 · Contractual Services	10,998	20,000	55%
6620 · Fuel	46,816	75,000	62%
6640 · Vehicle Repairs and Maintenance	39,304	68,000	58%
6650 · Vehicle Body Repairs	1,623	16,000	10%
6670 · Equipment Maintenance	3,865	4,000	97%
6680 · Weapon Repairs and Supplies	3,699	10,000	37%
6710 · Building Maintenance	24,613	70,000	35%
6720 · Grounds Maintenance	15,028	30,000	50%
6740 · Street Lights	31,830	50,000	64%
6750 · Sanitation Contract	102,836	162,000	63%
6760 · Landfill Fees	9,075	16,000	57%
6770 · Building Supplies	6,006	7,000	86%
6790 · Janitorial Services	12,643	20,000	63%
6810 · Advertising	8,207	25,000	33%
6820 · Website	740	2,000	37%
6825 · Membership	10,295	13,225	78%
6830 · Media Supplies	464	3,000	15%
6835 · Travel	2,644	11,500	23%
6850 · Office Supplies	10,565	21,000	50%

Town of Bladensburg Financial Summary FY17 - FY18

	Jul '17 - Feb 18	Budget	% of Budget
6855 · Postage	5,039	4,000	126%
6860 · Shop Supplies	1,427	5,000	29%
6865 · Supplies	539	4,000	13%
6870 · Tools	0	0	0%
6885 · Finger Printing	1,092	5,000	22%
6890 · Utilities	22,325	30,000	74%
6900 · Grants - Restricted			
6910 · MD Energy Assistance	617,496	675,000	91%
6920 · Community Legacy	100,000	100,000	100%
6930 · CDBG	90,690	100,000	91%
6935 · Other Grants	4,900	47,106	10%
6940 · Highway User Projects	0	0	0%
Total 6900 · Grants - Restricted	813,086	922,106	88%
Total Expense	3,894,009	6,061,695	64%
Net Ordinary Income	1,409,136	409,672	344%
Other Income/Expense			
Other Expense			
6950 · Debt Service			
6960 · Debt Service - Interest	8,304	18,000	46%
6965 · Debt Service - Principle	25,828	50,000	52%
Total 6950 · Debt Service	34,132	68,000	50%
6970 · Capital Outlay	151,145	341,672	44%
Total Other Expense	185,277	409,672	45%
Net Other Income	-185,277	-409,672	45%
Net Income	1,223,859	0	100%

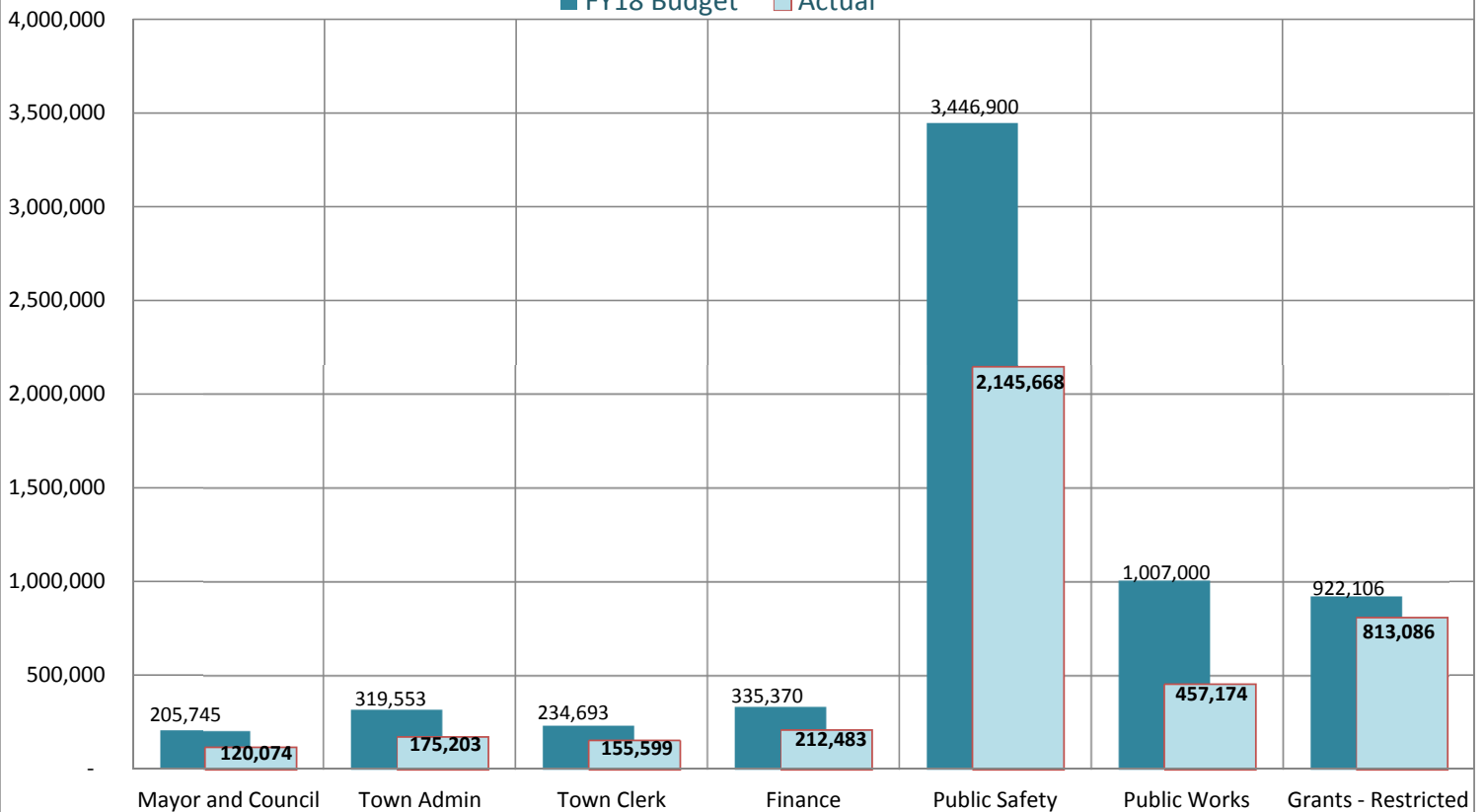
Revenues vs Budget - thru February FY18

■ FY18 Budget ■ Actual



Expenditures vs Budget by Department - thru February FY18

■ FY18 Budget ■ Actual



Town of Bladensburg
Mayor and Council YTD vs Budget
 July 2017 through February 2018

	<u>Jul '17 - Feb 18</u>	<u>Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense			
Expense			
6000 · Compensation			
6010 · Regular Pay	31,385	48,000	65%
6030 · FICA	2,306	3,672	63%
6040 · Health Insurance	32,768	43,197	76%
6050 · Pension	4,207	3,922	107%
6060 · Workers Comp		154	
Total 6000 · Compensation	<u>70,665</u>	<u>98,945</u>	<u>71%</u>
6140 · Professional Development	612	10,000	6%
6160 · Employee Recognition	4,228	3,000	141%
6210 · Council Projects	300	2,500	12%
6215 · Council Committees	373	3,000	12%
6220 · Community Initiatives	1,392	14,000	10%
6225 · Community Grants			
6226 · Fire Department Donation	10,000	20,000	50%
6225 · Community Grants - Other	3,000	3,000	100%
Total 6225 · Community Grants	<u>13,000</u>	<u>23,000</u>	<u>57%</u>
6230 · Community Events	9,642	20,500	47%
6235 · Senior Citizen Projects	3,000	4,500	67%
6250 · Youth Projects			
6255 · Town Meetings	968	2,500	39%
6320 · Wireless Communications	3,308	4,800	69%
6420 · Computer Expense		1,000	
6540 · Insurance - Other			
6550 · Insurance - Liability	1,937	2,000	97%
6620 · Fuel	900	2,000	45%
6640 · Vehicle Repairs and Maintenance	139	3,000	5%
6825 · Membership	9,610	11,000	87%
Total Expense	<u>120,074</u>	<u>205,745</u>	<u>58%</u>
Net Ordinary Income	-120,074	-205,745	58%
Other Income/Expense			
Other Expense			
6970 · Capital Outlay			
Total Other Expense			
Net Other Income			
Net Income	<u><u>-120,074</u></u>	<u><u>-205,745</u></u>	<u><u>58%</u></u>

Town of Bladensburg
Town Administrator YTD vs Budget
 July 2017 through February 2018

	<u>Jul '17 - Feb 18</u>	<u>Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense			
Expense			
6000 · Compensation			
6010 · Regular Pay	104,203	160,644	65%
6020 · Overtime			
6030 · FICA	7,972	12,289	65%
6040 · Health Insurance	1,144	4,521	25%
6050 · Pension	11,746	13,125	89%
6060 · Workers Comp		514	
Total 6000 · Compensation	<u>125,065</u>	<u>191,093</u>	<u>65%</u>
6140 · Professional Development	5,213	10,000	52%
6255 · Town Meetings	417	1,500	28%
6260 · Transportation	13,422	30,000	45%
6310 · Telephone	80		100%
6320 · Wireless Communications	560	960	58%
6420 · Computer Expense			
6560 · Legal	9,006	35,000	26%
6580 · Contractual Services	10,000	10,000	100%
6620 · Fuel	985	2,000	49%
6810 · Advertising	8,207	25,000	33%
6820 · Website	740	2,000	37%
6825 · Membership		1,500	
6830 · Media Supplies	464	3,000	15%
6835 · Travel	1,045	4,000	26%
Total Expense	<u>175,203</u>	<u>316,053</u>	<u>55%</u>
Net Ordinary Income	-175,203	-316,053	55%
Other Income/Expense			
Other Expense			
6970 · Capital Outlay		3,500	
Total Other Expense		<u>3,500</u>	
Net Other Income		-3,500	
Net Income	<u><u>-175,203</u></u>	<u><u>-319,553</u></u>	<u><u>55%</u></u>

Town of Bladensburg
Clerk YTD vs Budget
 July 2017 through February 2018

	Jul '17 - Feb 18	Budget	% of Budget
Ordinary Income/Expense			
Expense			
6000 - Compensation			
6010 - Regular Pay	97,293	148,676	65%
6020 - Overtime	1,451	2,056	71%
6030 - FICA	7,465	11,531	65%
6040 - Health Insurance	19,473	28,462	68%
6050 - Pension	12,460	12,147	103%
6060 - Workers Comp		511	
Total 6000 - Compensation	138,142	203,383	68%
6140 - Professional Development	250	750	33%
6240 - Memorials	1,026	1,000	103%
6270 - Historic Promotion	1,189	2,500	48%
6320 - Wireless Communications	640	960	67%
6570 - Equipment Lease	2,959	6,000	49%
6825 - Membership		100	
6835 - Travel	107	1,000	11%
6850 - Office Supplies	4,168	11,000	38%
6855 - Postage	3,996	3,000	133%
6890 - Utilities	3,122	5,000	62%
Total Expense	155,599	234,693	66%
Net Ordinary Income	-155,599	-234,693	66%
Net Income	-155,599	-234,693	66%

Town of Bladensburg
Finance Dept. YTD vs Budget
July 2017 through February 2018

	<u>Jul '17 - Feb 18</u>	<u>Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense			
Expense			
6000 · Compensation			
6010 · Regular Pay	104,457	159,647	65%
6030 · FICA	7,849	12,213	64%
6040 · Health Insurance	21,892	31,071	70%
6050 · Pension	13,378	13,043	103%
6060 · Workers Comp		511	
Total 6000 · Compensation	<u>147,577</u>	<u>216,485</u>	<u>68%</u>
6110 · Tuition Rembursement		2,000	
6140 · Professional Development	765	4,000	19%
6150 · Payroll Service	3,017	4,500	67%
6320 · Wireless Communications	640	960	67%
6420 · Computer Expense			
6460 · Software Contract	81	1,300	6%
6510 · Audit	14,806	17,500	85%
6520 · Bank Charges	2,606	3,500	74%
6530 · Bad Debts	60	6,000	1%
6540 · Insurance - Other			
6550 · Insurance - Liability	8,272	10,000	83%
6825 · Membership	210	125	168%
6835 · Travel	317	1,000	32%
6850 · Office Supplies			
Total Expense	<u>178,351</u>	<u>267,370</u>	<u>67%</u>
Net Ordinary Income	<u>-178,351</u>	<u>-267,370</u>	<u>67%</u>
Other Income/Expense			
Other Expense			
6950 · Debt Service	34,132	68,000	50%
Total Other Expense	<u>34,132</u>	<u>68,000</u>	<u>50%</u>
Net Other Income	<u>-34,132</u>	<u>-68,000</u>	<u>50%</u>
Net Income	<u><u>-212,483</u></u>	<u><u>-335,370</u></u>	<u><u>63%</u></u>

Town of Bladensburg
Public Safety YTD vs Budget
 July 2017 through February 2018

	Jul '17 - Feb 18	Budget	% of Budget
Ordinary Income/Expense			
Expense			
6000 · Compensation			
6010 · Regular Pay	1,088,473	1,820,056	60%
6020 · Overtime	107,602	171,924	63%
6030 · FICA	90,819	152,386	60%
6040 · Health Insurance	226,302	303,751	75%
6050 · Pension	127,795	147,228	87%
6060 · Workers Comp	117,968	168,555	70%
Total 6000 · Compensation	1,758,959	2,763,900	64%
6110 · Tuition Rembursement	422	6,000	7%
6120 · Uniforms	20,840	32,000	65%
6130 · Recruitment	4,842	7,000	69%
6140 · Professional Development	6,225	30,000	21%
6220 · Community Initiatives			
6230 · Community Events	8,084	10,000	81%
6310 · Telephone	14,821	22,000	67%
6320 · Wireless Communications	9,214	16,000	58%
6330 · Communications Contracts	1,380	30,000	5%
6340 · Interoperability	374	6,000	6%
6350 · Internet Access	1,872	3,000	62%
6360 · Data Fees	896	2,500	36%
6420 · Computer Expense	551	8,500	6%
6440 · IT Support	18,100	25,000	72%
6460 · Software Contract		5,000	
6540 · Insurance - Other			
6545 · Insurance - Auto	34,159	34,000	100%
6550 · Insurance - Liability	32,568	45,000	72%
6570 · Equipment Lease	3,801	5,500	69%
6580 · Contractual Services	998	10,000	10%
6620 · Fuel	36,903	60,000	62%
6640 · Vehicle Repairs and Maintenance	30,118	50,000	60%
6650 · Vehicle Body Repairs	1,623	16,000	10%
6670 · Equipment Maintenance	831	2,000	42%
6680 · Weapon Repairs and Supplies	3,699	10,000	37%
6825 · Membership	475	500	95%
6835 · Travel	1,175	5,000	24%
6850 · Office Supplies	6,396	10,000	64%
6855 · Postage	1,043	1,000	104%
6865 · Supplies	539	4,000	13%
6885 · Finger Printing	1,092	5,000	22%
6890 · Utilities	10,551	12,000	88%
Total Expense	2,012,553	3,236,900	62%
Net Ordinary Income	-2,012,553	-3,236,900	62%
Other Income/Expense			
Other Expense			
6970 · Capital Outlay	133,115	210,000	63%
Total Other Expense	133,115	210,000	63%
Net Other Income	-133,115	-210,000	63%
Net Income	-2,145,668	-3,446,900	62%

Town of Bladensburg
Public Works YTD vs Budget
 July 2017 through February 2018

	Jul '17 - Feb 18	Budget	% of Budget
Ordinary Income/Expense			
Expense			
6000 · Compensation			
6010 · Regular Pay	127,021	310,321	41%
6020 · Overtime	5,244	11,821	44%
6030 · FICA	9,977	24,644	40%
6040 · Health Insurance	35,422	79,681	44%
6050 · Pension	13,330	25,353	53%
6060 · Workers Comp	13,104	18,008	73%
Total 6000 · Compensation	204,098	469,828	43%
6120 · Uniforms	2,081	4,000	52%
6140 · Professional Development	75	2,000	4%
6350 · Internet Access	670	1,500	45%
6620 · Fuel	8,028	11,000	73%
6640 · Vehicle Repairs and Maintenance	9,047	15,000	60%
6670 · Equipment Maintenance	3,033	2,000	152%
6710 · Building Maintenance	24,613	70,000	35%
6720 · Grounds Maintenance	15,028	30,000	50%
6740 · Street Lights	31,830	50,000	64%
6750 · Sanitation Contract	102,836	162,000	63%
6760 · Landfill Fees	9,075	16,000	57%
6770 · Building Supplies	6,006	7,000	86%
6790 · Janitorial Services	12,643	20,000	63%
6835 · Travel		500	
6850 · Office Supplies			
6860 · Shop Supplies	1,427	5,000	29%
6870 · Tools			
6890 · Utilities	8,653	13,000	67%
Total Expense	439,143	878,828	50%
Net Ordinary Income	-439,143	-878,828	50%
Other Income/Expense			
Other Expense			
6970 · Capital Outlay	18,030	128,172	14%
Total Other Expense	18,030	128,172	14%
Net Other Income	-18,030	-128,172	14%
Net Income	-457,174	-1,007,000	45%

Town of Bladensburg
Grants YTD vs Budget
 July 2017 through February 2018

	Jul '17 - Feb 18	Budget	% of Budget
Ordinary Income/Expense			
Income			
4500 · State Funding			
4900 · Restricted Revenues			
4920 · MD Energy Assistance - Restrict	540,525	675,000	80%
4940 · Highway User Revenues - Rest.			
4950 · Community Legacy - Restricted	100,000	100,000	100%
4960 · CDBG Construction Grant		100,000	
4970 · Other Grants		47,106	
Total 4900 · Restricted Revenues	<u>640,525</u>	<u>922,106</u>	<u>69%</u>
Total Income	<u>640,525</u>	<u>922,106</u>	<u>69%</u>
Gross Profit	640,525	922,106	69%
Expense			
6900 · Grants - Restricted			
6910 · MD Energy Assistance	617,496	675,000	91%
6920 · Community Legacy	100,000	100,000	100%
6930 · CDBG	90,690	100,000	91%
6935 · Other Grants	4,900	47,106	10%
6940 · Highway User Projects			
Total 6900 · Grants - Restricted	<u>813,086</u>	<u>922,106</u>	<u>88%</u>
Total Expense	<u>813,086</u>	<u>922,106</u>	<u>88%</u>
Net Ordinary Income	<u>-172,562</u>		<u>100%</u>
Net Income	<u><u>-172,562</u></u>		<u><u>100%</u></u>