RESOLUTION 16-0615-01

A RESOLUTION TO AMEND THE ANNUAL BUDGET OF REVENUES AND EXPENDITURES FOR THE TOWN OF ROCKVILLE FOR THE FISCAL YEAR ENDING JUNE 30, 2016

WHEREAS, the Town Council of the Town of Rockville has received approval to pursue the rehabilitation of the Rockville Bridge; and

WHEREAS, the project requires amending the 2016 budget to account for revenues and expenditures to budget for the match required for the Federal Highway Grant; and

WHEREAS, the Rockville Town Council deems it necessary to amend the 2016 fiscal year budget to allow for the need to change actual revenues and expenditures and create a balanced budget; and

WHEREAS, the Town Council is responsible for and has the authority to make necessary amendments to the budget; and

WHEREAS, a Public Hearing was conducted regarding those amendments;

BE IT THEREFORE RESOLVED BY THE ROCKVILLE TOWN COUNCIL that the budget for the 2015-2016 fiscal year be amended to reflect the transfer of $9,000 from the Capital Project Bridge Fundraising/Donations Fund and $4,540 from the General Fund Savings Account to the General Fund to cover the $13,540 match required for the Federal Highway Grant. In addition, the 2015-16 revenues and expenditures will be increased $6,604 for a balanced budget of $255,479 to reflect an increase in revenue.

DATED AND PASSED this 15th day of June, 2016.

Pam Leach, Mayor

ATTEST:

Vicki S. Bell, Town Clerk

TOWN OF ROCKVILLE
ADOPTED 2016 BUDGET
AMENDED 06-15-2016

	PRIOR YEAR		CURRENT YEAR				
	2015 BUDGET	2015 ACTUALS	2016 APPROVED BUDGET	2016 ESTIMATED TOTAL	AMENDED BUDGET 06/15/2016	AMENDED BUDGET VARIANCE	NOTES
GENERAL FUND REVENUES							
TAXES							
General Property Taxes - Current	66,047	64,830	75,042	72,832	72,842	(2,200)	
Prior Year's Taxes - Delinquent	2,025	1,923	2,000	2,129	2,000	0	
Fee-In-Lieu of Property Taxes	2,800	3,471	2,500	2,979	2,500	0	
Franchise Taxes	20	20	20		20	0	
General Sales and Use Taxes	25,000	25,649	25,000	29,692	30,500	5,500	
Transient Room Taxes	1,600	1,346	1,500	1,831	1,500	0	
Miscellaneous Tax Collections (County)	5,354	5,254		980	-	0	
Wash. County RAP Tax		33	360	2,825	3,000	2,640	
TOTAL TAXES	**102,846**	**102,527**	**106,422**	**113,268**	**112,362**	**5,940**	
LICENSES AND PERMITS							
Building Permits	4,700	4,209	2,000	2,465	2,000	0	
Habitat Conservation Plan	800	808	400	445	400	0	
State Building Permit Surcharge	45	42	20	25	20	0	
Building Permits - Simple and Utility Permits	224	324		150	-	0	
Business Licenses (Home Occup. & Conditional Use)	760	760	760	920	760	0	
Business Licenses - Late Penalty Fee				40	-	0	
Excavation Permits				74	-	0	
Special Event Permits				50	-	0	
Animal Licenses	120	130	120	105	120	0	
TOTAL LICENSES AND PERMITS REVENUE	**6,649**	**6,273**	**3,300**	**4,274**	**3,300**	**0**	
CHARGES FOR SERVICES							
Application Fees	1,700	1,325	1,500	1,529	1,500	0	
BluCan Recycling Fees				1,235	1,243	1,243	Adjust to Account for BluCan Recycling Fees
Cemetery Sales			-	600	-	0	
Fire Marshal Reviews - Building Permits	45	45	150	1,175	150	0	
Fire Inspections - Business Licenses	225	225	270	180	270	0	
Solid Waste Collection Fees	20,750	21,144	20,750	21,492	21,500	750	
TOTAL CHARGES FOR SERVICES	**22,720**	**22,739**	**22,670**	**26,211**	**24,663**	**1,993**	
INTERGOVERNMENTAL REVENUE							
Class "C" Road Fund Allotment	15,000	15,707	15,000	20,204	21,993	6,993	
Matched Funds for Federal Highway						0	
Federal Grants				-		0	
State Liquor Fund Allotment	109	109	110	111	110	0	
State Grant - CLG Grafton Heritage Partnership Project (GHI	2,530		10,000	7,500	7,500	(2,500)	GHPP was only Awarded $7,500
Refund of Exp from GHPP 50% Match for CLG Grant	2,530	2,530		9,098	9,098	9,098	Adjust to Reflect Matching Funds from GHPP
State Grant - Tree Project	-		1,500	-	-	(1,500)	
TOTAL INTERGOVERNMENTAL REVENUE	**20,169**	**18,346**	**26,610**	**36,913**	**38,701**	**12,091**	

TOWN OF ROCKVILLE
ADOPTED 2016 BUDGET
AMENDED 06-15-2016

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	2015 BUDGET	2015 ACTUALS	2016 APPROVED BUDGET	2016 ESTIMATED TOTAL	AMENDED BUDGET 06/15/2016	AMENDED BUDGET VARIANCE	NOTES
BRIDGE ROAD PROPERTY							
Bridge Rd - Rental Deposit - First & Last Month's Rent	500	500		0	-	0	
Bridge Rd - Rental of Property	5500	5,500	5,500	5,750	5,500	0	
Bridge Rd - Rental Security Deposit	300	300		0	-	0	
TOTAL BRIDGE ROAD PROPERTY	**6,300**	**6,300**	**5,500**	**5,750**	**5,500**	**0**	
COMMUNITY CENTER							
Post Office Lease	588	588	588	588	588	0	
Rental of Community Center Apartment	6,600	6,600	6,600	6,600	6,600	0	
CC Apt - Rental Deposit - Last Month's Rent				0	-	0	
Rental of Community Center Facility	400	550	500	851	500	0	
Rental of Community Center Security Deposit	200	300	500	900	500	0	
TOTAL COMMUNITY CENTER	**7,788**	**8,038**	**8,188**	**8,939**	**8,188**	**0**	
INTEREST							
Interest Earnings	615	654	500	971	500	0	
Property Tax Interest & Penalties	60	77	65	146	65	0	
TOTAL INTEREST	**675**	**731**	**565**	**1,117**	**565**	**0**	
MISCELLANEOUS REVENUE							
Computer, Photocopy and Fax Expense - RSFPD	6	6			-	0	
Donations					-	0	
Community Center Donations				200	-	0	
DeMille Trust Fund Donations	234	234			-	0	
General Donations	490	475			-	0	
Rockville Bridge Project Donations	7,000	7,490	12,000	8,068	8,500	(3,500)	
Rockville Website		20		26	-	0	
Fundraiser Proceeds - Office Sales/Town Events		277	400	717	400	0	
Fundraiser Proceeds - Rockville Bridge Project	232		975	4,456	975	0	
Key Deposits for Dumpsters			75		75	0	
Misc. Revenue - Other (Rd Aband., Address Change, Ect.)		4,122		1,482	1,505	1,505	
Photocopies and Research	70	34.75	50	6	50	0	
Recycling Revenue (Binnies)	204	204	175	64	175	0	
Refund of Expenditure - Other				617	-	0	
Rockville Daze Proceeds	1,711	1,711	1,200	1,287	1,200	0	
TOTAL MISCELLANEOUS REVENUES	**9,947**	**14,573**	**14,875**	**16,923**	**12,880**	(1,995)	
RESTRICTED GRANTS - PRIVATE (50% MATCHING)							
Favrot Foundation - Phase II Bridge Engineering			5,000	0	-	(5,000)	This Grant was not Awarded
Favrot Foundation - Fundraising Expenses			5,000	5,000	5,000	0	
Hart Foundation - Phase I Bridge Engineering			10,000	10,000	10,000	0	
TOTAL RESTRICTED GRANTS - PRIVATE	**-**	**0**	**20,000**	**15,000**	**15,000**	(5,000)	

TOWN OF ROCKVILLE
ADOPTED 2016 BUDGET
AMENDED 06-15-2016

	PRIOR YEAR		CURRENT YEAR				
	2015 BUDGET	2015 ACTUALS	2016 APPROVED BUDGET	2016 ESTIMATED TOTAL	AMENDED BUDGET 06/15/2016	AMENDED BUDGET VARIANCE	NOTES
GENERAL FUND EXPENDITURES							
GENERAL GOVERNMENT							
Elections			1,500	342	350	(1,150)	
Planning Commission	2,650	2,232		-	-	0	
Statutory Officer Compensation	5	5	5	2	5	0	
Variance Hearing Officer			500	-	-	(500)	
TOTAL GENERAL GOVERNMENT	**2,655**	**2,237**	**2,005**	**344**	**355**	**(1,650)**	
ADMINISTRATION							
Attorney Fees	7,250	6,374.40	5,000	1,303	2,620	(2,380)	
Acctg Fees - AUP (2015 & 17)/Audit (2016)	2,785	2,785.00	7,000	6,750	7,000	0	
Bank Charges				-		0	
Books and Subscriptions				180	-	0	
Clerk Wages	36,000	34,601	36,500	30,532	30,000	(6,500)	
Deputy Clerk Wages	5,500	5,418	5,500	8,575	10,000	4,500	
Dues and Memberships	310	306	325	317	325	0	
Employee Benefits	1,100	995	1,200	1,033	1,200	0	
Internet and Website Expense				-		0	
Administration - Miscellaneous Expense				20	-	0	
Office Equipment - Supplies and Maintenance				-		0	
Office Supplies and Expense	3,300	2,852	3,300	3,300	4,250	950	
Outsourcing of Minutes	2,100	1,943	3,000	2,220	3,000	0	
Payroll Tax Expense - Administration	3,700	3,061	3,750	2,992	3,750	0	
Postage				313	-	0	
Public Notices				-		0	
Telephone	550	534	550	549	550	0	
Training and Education	162	162	200	200	200	0	
TOTAL ADMINISTRATION	**62,757**	**59,031**	**66,325**	**58,283**	**62,895**	**(3,430)**	
CONTRIBUTIONS/DONATIONS							
Donations to YAZ				-		0	
Donations for Hurricane Graduation Night				-		0	
Donations for Senior Lunch Program	300	300	300	300	300	0	
Donations for Washington County Arts Council				-		0	
Donations for Grafton Heritage Partnership				-		0	
Donations for RSFPD Feasibility Study			600	1,000	1,000	400	
TOTAL DONATIONS	**300**	**300**	**900**	**1,300**	**1,300**	**400**	

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CONTRIBUTIONS AND TRANSFERS							
Beg. Savings Acct/Fund Balances to be Appropriated	53,999		27,205	20,772	25,320	(1,885)	Reflects $4,540 from G/F for Fed Grant Match
Contribution from							
Loan from							
Loan from							
Transfer in - CPF		17,726			9,000	9,000	Transfer from Capital Project for Fed Grant Match
TOTAL CONTRIBUTIONS AND TRANSFERS	**53,999**	**17,726**	**27,205**	**20,772**	**34,320**	**7,115**	
TOTAL GENERAL FUND REVENUES	**231,093**	**197,253**	**235,335**	**249,167**	**255,479**	**20,144**	

MEMO FOR SAVINGS ACCOUNT/FUND BALANCES TO BE APPROPRIATED							
Capital Projects							
Capital Project - Rockville Bridge Project	-						
Bridge Fundraising/Donations			-		9,000	9,000	Transfer to General Fund Bridge Federal Matching
Bridge Project Fundraising - 50% Matching Grant			5,000		5,000	0	
Phase I Engineering Study - 50% Matching Grant			10,000		10,000	0	
Phase II Engineering Study - 50% Matching Grant			5,000		-	(5,000)	This Grant was not Awarded
Restricted Funds							
Backhoe Replacement Reserve (Class "C" Fund)	35,240						
Cemetery Fund	300		300		300	0	
Cemetery Water Project	-						
CIB Debt Service Fund	4,150		4,105		4,105	0	
Class "C" Fund	11,245						
Wash County RAP Tax Fund							
Savings Accounts							
DeMille Trust Fund Account (General Fund)							
General Fund					4,540	4,540	Transfer to General Fund Bridge Federal Matching
Rockville Bridge Maintenance (General Fund)							
Sidewalk Maintenance (General Fund)							
Special Events - Rockville Daze, etc. (Gen. Fund)	794		800		475	(325)	
Tree Project Account (General Fund)	2,270		2,000		900	(1,100)	
TOTAL TO BE APPROPRIATED	**53,999**	**-**	**27,205**	**-**	**34,320**	**7,115**	

TOWN OF ROCKVILLE
ADOPTED 2016 BUDGET
AMENDED 06-15-2016

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	2015 BUDGET	2015 ACTUALS	2016 APPROVED BUDGET	2016 ESTIMATED TOTAL	AMENDED BUDGET 06/15/2016	AMENDED BUDGET VARIANCE	NOTES
INSURANCE							
Bond Insurance	200	200	200	200	200	0	
Liability Insurance	3,216	3,269	3,216	4,360	3,216	0	
Property Insurance	1,759	1,706	1,759	1,252	1,759	0	
Workers Compensation Insurance	1,300	408	630	492	630	0	
TOTAL INSURANCE	**6,475**	**5,583**	**5,805**	**6,304**	**5,805**	-	
SANITATION SERVICES							
BluCan Recycling Services				1,243	1,243	1,243	
Dumpster Locks and Keys	130	638	50	-	50	0	
Dumpster Pad/Sign	510			-	-	0	
Solid Waste Services	21,000	19,245	18,890	17,807	21,500	2,610	
TOTAL SANITATION SERVICES	**21,640**	**19,882**	**18,940**	**19,050**	22,793	3,853	
PUBLIC SAFETY							
Building Inspector Travel	500	427	450	171	450	0	
Building Inspector Wages	2,500	2,010	2,500	765	1,000	(1,500)	
Emergency Preparedness - CERT			400	100	400	0	
Fire Marshal Reviews	175	175	375	1,295	375	0	
Payroll Tax Expense - Public Safety		154		59	-	0	
Zion Canyon Police Allocation	23,000	13,831	23,000	20,153	16,400	(6,600)	
Zion Canyon Police - Liquor Fund Allotment Transfer	109	109	110	111	110	0	
TOTAL PUBLIC SAFETY EXPENSES	**26,284**	**16,705**	**26,835**	**18,654**	**18,735**	(8,100)	
HIGHWAY AND PUBLIC IMPROVEMENTS							
Capital Equipment Lease/Purchase - Payment	35,290	35,290		0		0	
Capital Project - Bridge Rehabilitation				25,000	25,000	25,000	
Matching Funds for Federal Bridge Grant Funds					13,540	13,540	$9,000 from Capital Project; $4540 from G/F
Class "C" Road Construction				0		0	
Class "C" Road Maintenance	5,450	24,790	1,000	1,000	1,000	0	
Class "C" Road Maintenance - Vehicle Expense	1,463	1,463	500	501	500	0	
Flood Drainage Maintenance	3,600		1,500	500	500	(1,000)	
Phase I - Structural Engineering Analysis of Bridge			20,000	10,000	10,000	(10,000)	Was only Awarded $10,000
Phase II - Structural Engineering Analysis of Bridge			10,000	0	-	(10,000)	This Grant was not Awarded
Favrot Foundation Grant - Bridge Fundraising Expenses						0	
Utilities - Streetlights, Radar Speed Sign and Maint Contract	650	622	675	558	675	0	
Washington County Roads - Initial Maintenance	15,240			0		0	
Washington County Roads - Followup Maintenance	750		1,500	400	500	(1,000)	
TOTAL HIGHWAY AND PUBLIC IMPROVEMENTS	**62,443**	**62,165**	**35,175**	**42,959**	**51,715**	**16,540**	

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PARKS, RECREATION AND PUBLIC PROPERTY							
Bridge Road Property - Miscellaneous Expenses	350	247	300	661	300	0	
Cemetery Maintenance	300	336	300	300	300	0	
Cemetery - Water Project				0		0	
Community Center - Maintenance	6,000	5,142	5,000	5,011	5,000	0	
Community Center - Major Repairs & Improvements				0		0	
Community Center - Utilities	4,500	3,466	5,000	4,168	5,000	0	
Groundskeeper Wages	2,000	1,500	2,500	1,898	2,500	0	
Janitorial Wages			750	470	750	0	
Payroll Tax Expense - Bldgs & Grounds		115		189	-	0	
Return of Community Center Rental Deposit	400	350	500	800	500	0	
TOTAL PARKS, RECREATION AND PUBLIC PROPERTY	**13,550**	**11,156**	**14,350**	**13,496**	**14,350**	**-**	
INTERGOVERNMENTAL EXPENDITURES							
State Grant - CLG Grafton Heritage Partnership Project	3,530	3,530	10,000	9,098	10,000	0	
Pass-Thru of CLG State Grant to GHPP				7,500	7,500	7,500	
TOTAL INTERGOVERNMENTAL EXPENDITURES	**3,530**	**3,530**	**10,000**	**16,598**	**17,500**	**7,500**	
SAVING ACCOUNTS EXPENDITURES							
Flag Project	74	74	75	0	75	0	
Fundraiser Expenses - Bridge Project			10,000	2,997	-	(10,000)	Majority of Fundraising Costs Covered by Grant
Rockville Daze Expenses	600	596	600	472	600	0	
Tree Project	3,270	2,443	3,500	895	600	(2,900)	
TOTAL SAVING ACCOUNTS EXPENDITURES	**3,944**	**3,112**	**14,175**	**4,364**	**1,275**	**(12,900)**	
MISCELLANEOUS EXPENDITURES							
1% Building Permit Surcharge	39	34	20	3	20	0	
Fundraiser Expenses - Town Events			950	2,262	950	0	
Habitat Conservation Plan	828	808	400	445	400	0	
Holiday Decorations - Grounds/Streets	375	375	375	0	375	0	
Miscellaneous Expenses	350	265	750	130	750	0	
Town Social Events to Include Holiday Décor	250	198	400	355	400	0	
TOTAL MISCELLANEOUS EXPENDITURES	**1,842**	**1,680**	**2,895**	**3,195**	**2,895**	**-**	
DEBT SERVICE							
CIB Payment - Principal and Interest	4,150	4,150	4,105	4,105	4,105	0	
TOTAL DEBT SERVICE	**4,150**	**4,150**	**4,105**	**4,105**	**4,105**	**-**	
TRANSFERS AND OTHER USES							
Transfer to: CIB Payment Reserve Fund	877		877	877	877	0	
Transfer to: CIB Debt Service Fund	4,150		4,150	4,150	4,150	0	
Transfer to: General Fund		17,726				0	
Contribution to: Account Balances (Savings)	1,000		2,000	2,000	2,000	0	
TOTAL TRANSFERS AND OTHER USES	**6,027**	**17,726**	**7,027**	**7,027**	**7,027**	**-**	
APPROPRIATED INCREASE IN FUND BALANCE	**15,496**		**26,798**	**53,488**	**44,729**	**17,931**	
TOTAL EXPENDITURES	**231,093**	**207,257**	**235,335**	**249,167**	**255,479**	**20,144**	

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MEMO FOR SAVINGS ACCOUNTS CONTRIBUTIONS							
Bridge Maint Matching Grant Account (Class "C")							
Bridge Maint Matching Grant Account (General Fund)							
Rockville Bridge Maintenance (General Fund)							
Capital Project - Rockville Bridge Project	17,726						
Sidewalk Maintenance Account (General Fund)	(17,726)						
Tree Project Account (General Fund)	1,000		2,000		2,000	0	
TOTAL CONTRIBUTIONS	**1,000**	**-**	**2,000**		**2,000**	**0**	