

**TOWN OF CHESTERTOWN  
BUDGET FOR THE YEAR BEGINNING  
JULY 1, 2013 AND ENDING JUNE 30, 2014**

**ORDINANCE 01-2013**

**TAX RATE \$.37 PER \$100**

**GENERAL GOVERNMENT**

**REVENUES**

<u>TAXES AND REVENUES</u>	<u>SCHEDULE</u>	
REAL PROPERTY		2,170,000
INTEREST ON TAXES		21,000
STATE SHARED TAXES	A	633,532
LICENSES AND TAXES	B1	131,000
GENERAL GOVERNMENT	F	4,150
HIGHWAYS & STREETS	G	50,900
FINES & FORFEITURES	H	76,000
OTHER REVENUE	I	40,920
<b>TOTAL REVENUE EXCLUDING GRANTS</b>		<b>3,127,502</b>

<b>TOTAL OPERATING GRANTS</b>	<b>B2</b>	<b>176,971</b>
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<b>TOTAL OPERATING REVENUE</b>		<b>3,304,473</b>
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**EXPENSES**

GENERAL GOVERNMENT	J	524,593
POLICE DEPARTMENT	K	1,351,594
APPROPRIATIONS	L	46,500
SANITATION	M	251,550
HIGHWAY & STREETS	N	952,817
RECREATION	O	61,950
PUBLIC RELATIONS	P	24,280
VISITOR CENTER	Q	66,440
<b>TOTAL GENERAL OPERATING EXPENSES</b>		<b>3,279,724</b>

<b>TOTAL REVENUE LESS EXPENSES</b>		<b>24,749</b>
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GRANTS FROM STATE	C	155,000
GRANTS- FEDERAL	D	25,000
GRANTS-COUNTY/OTHER	E	200,000
<b>TOTAL CAPITAL GRANTS</b>		<b>380,000</b>

<b>CAPITAL EXPENDITURES</b>	<b>R</b>	<b>697,739</b>
<b>CAPITAL EXP DEBT SERVICE</b>	<b>S</b>	<b>0</b>
<b>DEPRECIATION</b>		<b>237,459</b>
<b>UNAPPROPRATED SURPLUS OF FUNDS</b>		<b>55,531</b>

**CAPITAL PROJECTS FUNDED BY GRANTS, DEPRECIATION AND SURPLUS FUNDS**

<b>PROJECTED SURPLUS FUNDS</b>	<b>950,000</b>
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**STATE SHARED INCOME (SCHEDULE A)**

STATE SHARED LOCAL TAX	
INCOME TAX	560,000
ADMISSION TAX	16,000
STATE SHARED TAX	
HIGHWAY USERS	55,000
BANK SHARES	<u>2,532</u>
<b>TOTAL (SCHEDULE A)</b>	<b>633,532</b>

**LICENSES & PERMITS (SCHEDULE B)**

TRADERS LICENSES	23,000
BUILDING PERMITS & MDIA	54,000
CABLE TV	<u>54,000</u>
<b>TOTAL (SCHEDULE B)</b>	<b>131,000</b>

**OPERATING GRANTS (SCHEDULE B2)**

POLICE PROTECTION	46,064
MUSIC IN THE PARK GRANT	1,000
CROSSING GUARD REIMBURSEMENT	1,200
HOTEL TAX	90,000
TAX DIFFERENTIAL	37,207
POLICE OT REIMBURSEMENT	<u>1,500</u>
<b>TOTAL (SCHEDULE B2)</b>	<b>176,971</b>

**GRANTS FROM STATE (SCHEDULE C)**

COMMUNITY PARK	<u>155,000</u>
<b>TOTAL (SCHEDULE C)</b>	<b>155,000</b>

**GRANTS- FEDERAL (SCHEDULE D)**

FEDERAL GRANTS	<u>25,000</u>
<b>TOTAL (SCHEDULE D)</b>	<b>25,000</b>

**GRANTS -COUNTY (SCHEDULE E)**

**GRANTS-NON-PROFIT FUND**

RAILS TO TRAILS WASHINGTON COLLEGE	175,000
NEA PROJECT	<u>25,000</u>
<b>TOTAL (SCHEDULE E)</b>	<b>200,000</b>

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**GENERAL GOVERNMENT (SCHEDULE F)**

APPEALS BOARD	1,500
SALE OF MAPS, BOOKS,POLICE REPORTS, ETC.	650
SUB DIVISIONS	0
SITE PLANS FEES	<u>2,000</u>
<b>TOTAL (SCHEDULE F)</b>	<b>4,150</b>

**HIGHWAY AND STREETS (SCHEDULE G)**

BULK TRASH PICKUP FEES	4,400
BRICK SIDEWALK & CONCRETE WORK	2,500
PARKING METERS	23,000
PARKING FINES	19,000
OTHER (SNOW REMOVING, MOWING GRASS)	<u>2,000</u>
<b>TOTAL (SCHEDULE G)</b>	<b>50,900</b>

**FINES AND FORFEITURES (SCHEDULE H)**

MUNICIPAL INFRACTIONS	<u>76,000</u>
<b>TOTAL (SCHEDULE H)</b>	<b>76,000</b>

**OTHER REVENUE (SCHEDULE I)**

INTEREST AND DIVIDENDS	8,000
DONATIONS (FIREWORKS,MISC)	1,000
DONATIONS PLACQUES	4,000
DONATIONS TREE PLANTING-GINNY GOUGH ESTATE	0
FARM/ ARTISANS MARKET	6,500
MUSIC IN THE PARK DONATIONS	2,000
CANNON ST PIER RENT	2,500
ADMINISTRATION FEES-CANNON ST APTS	2,520
SALE OF ASSETS	0
VISITOR CENTER RENT	<u>14,400</u>
<b>TOTAL (SCHEDULE I)</b>	<b>40,920</b>

**GENERAL GOVERNMENT EXPENSES (SCHEDULE J)**

**LEGISLATIVE**

MAYOR AND COUNCIL SALARIES	18,000
PAYROLL TAXES	1,377
WORKMEN'S COMPENSATION	2,948
MEETINGS AND TRAVEL	15,000
WELLNESS PROGRAM	370
TOTAL	<b>37,695</b>

**TOWN OF CHESTERTOWN  
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**ORDINANCE 01-2013**

**EXECUTIVE**

SALARIES	192,355
PAYROLL TAXES	14,715
WORKMEN'S COMPENSATION	2,166
MEDICAL & LIFE INSURANCE	43,203
MEDICAL RETIREE INSURANCE	2,748
MEETINGS AND TRAVEL	2,750
PENSION EXPENSE	18,915
PROFESSIONAL FEES	300
WELLNESS PROGRAM	900
TRAINING & EDUCATION	500
TOTAL	278,552

**FINANCIAL ADMINISTRATION**

SALARIES	56,965
PAYROLL TAXES	4,358
CONVENTIONS, MEETINGS, & TRAVEL	350
WORKMEN'S COMPENSATION	233
MEDICAL AND LIFE INSURANCE	29,436
ACCOUNTING AND AUDIT FEES	7,648
DATA PROCESSING FEES	2,000
OFFICE SUPPLIES	7,000
PENSION EXPENSE	5,121
POSTAGE	2,100
REPAIRS & MAINTENANCE OFFICE EQUIP	2,000
TELEPHONE	3,500
TRAINING & EDUCATION	0
WELLNESS PROGRAM	0
XEROX MAINTENANCE	<u>3,200</u>
TOTAL	123,911

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GENERAL GOVERNMENT EXPENSES (SCHEDULE J (CONT'D))

LAW

LEGAL COUNSEL		11,000
ADVERTISING AND LEGAL NOTICES		500
	TOTAL	11,500

PLANNING AND ZONING

PLANNING COMMISSION		3,000
RECODIFICATION, ZONING, CRITICAL AREA		2,000
BOARD OF APPEALS		1,500
INSPECTION FEES		5,000
OFFICE SUPPLIES/EQUIPMENT		300
PERMIT/CODE SOFTWARE SUPPORT		1,000
	TOTAL	12,800

MUNICIPAL PROPERTIES

HEATING FUEL		7,000
UTILITIES		10,000
INSURANCE - LIABILITY		6,792
INSURANCE - PROPERTY		2,789
REPAIRS AND MAINTENANCE		10,000
CLEANING- HOUSEKEEPING SUPPLIES		5,000
	TOTAL	41,581

OTHER EXPENSES

BANK CHARGES		600
BOND INSURANCE		575
MML DUES		6,554
DUES AND SUBSCRIPTIONS		1,300
ELECTION		2,500
MISCELLANEOUS		200
PLACQUES		4,000
HOUSING GRANT		0
PENSION TRUST C. SAUNDERS		2,825
	TOTAL	18,554

**TOTAL (SCHEDULE J)**

524,593

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**POLICE DEPARTMENT (SCHEDULE K)**

SALARIES	721,481
OVERTIME	63,000
OVERTIME SPECIAL EVENTS	20,500
AUDIT FEES	956
CANINE EXPENSES	5,000
CAMERA MAINTENANCE CONTRACT	10,000
DATA PROCESSING FEES	2,800
DUES AND SUBSCRIPTIONS	800
GAS, OIL AND DIESEL	43,000
HOUSEKEEPING SUPPLIES	3,700
INTEREST	2,744
INSURANCE LIABILITY	15,654
PROPERTY	461
MEDICAL LIFE	128,928
WORKMEN'S COMP	24,215
POLICE OPERATING SUPPLIES	10,000
LEGAL FEES	2,500
MEETINGS AND TRAVEL	20,000
OFFICE SUPPLIES	4,500
POLICE EQUIPMENT	25,000
PAYROLL TAXES	61,581
PENSION PLAN EXPENSES	110,294
PROFESSIONAL FEES	2,000
PUBLIC RELATIONS	2,000
REPAIRS & MAINTENANCE - OFFICE EQUIP.	5,000
REPAIRS & MAINTENANCE - BUILDING	3,000
REPAIRS & MAINTENANCE- VEHICLES	13,500
TELEPHONE	13,000
TRAINING AND EDUCATION	15,000
UNIFORMS AND CLOTHING	15,000
UTILITIES	3,240
WELLNESS PROGRAM	240
XEROX LEASE PAYMENT	2,500
<b>TOTAL (SCHEDULE K)</b>	<b>1,351,594</b>

**APPROPRIATIONS (SCHEDULE L)**

FIRE EQUIPMENT	31,500
RESCUE SQUAD	15,000
TASK FORCE	0
<b>TOTAL (SCHEDULE L)</b>	<b>46,500</b>

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**SANITATION (SCHEDULE M)**

WASTE COLLECTION	115,000
MOSQUITO CONTROL	2,550
LANDFILL AND RECYCLING COSTS	77,000
CURBSIDE PICKUP	<u>57,000</u>

**TOTAL (SCHEDULE M)**

251,550

**HIGHWAY AND STREETS (SCHEDULE N)**

SALARIES	367,930
OVERTIME	15,600
PAYROLL TAXES	29,340
WORKMEN'S COMPENSATION	38,378
BRICK SIDEWALK & CONCRETE WORK	60,000
MEDICAL & LIFE INSURANCE	97,592
INSURANCE - LIABILITY	4,601
INSURANCE - PROPERTY	2,190
GAS, OIL AND DIESEL	35,616
OPERATING SUPPLIES AND EXPENSE	10,000
PENSION EXPENSE	36,793
REPAIRS & MAINTENANCE-BUILDING	4,000
REPAIRS & MAINTENANCE - VEHICLES	15,000
REPAIRS & MAINTENANCE - EQUIPMENT	40,000
SNOW REMOVAL, GRASS MOWING, ETC.	13,000
STREET LIGHTING	81,200
STREET REPAIRS	6,000
TELEPHONE	1,350
TRAINING & EDUCATION	500
TREE MAINTENANCE	12,000
TREE PLANTING EXPENSE	5,000
UNIFORMS	10,500
WELLNESS PROGRAM	580
HEATING FUEL	16,000
UTILITIES	<u>2,055</u>

**TOTAL HIGHWAY & STREETS**

905,225

**CROSSING GUARD/METER MAID**

CROSSING GUARD/METER SALARIES	30,650
PAYROLL TAXES	2,345
WORKMEN'S COMPENSATION	860
MEDICAL & LIFE INSURANCE	6,992
PENSION EXPENSE	3,064
GAS, OIL AND DIESEL	1,296
REPAIRS & MAINTENANCE METERS	400
REPAIRS & MAINTENANCE VEHICLE	500
OPERATING EXPENSE	500
TELEPHONE	265
UNIFORMS	<u>720</u>

**TOTAL CR GUARDS/METER**

47,592

**TOTAL (SCHEDULE N)**

952,817

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**RECREATION (SCHEDULE O)**

RECREATION ACTIVITIES	26,150
HOLIDAY PROGRAMS	15,500
PARK MAINTENANCE	16,000
MUSIC IN THE PARK EXPENSES	<u>4,300</u>
<b>TOTAL (SCHEDULE O)</b>	<b>61,950</b>

**PUBLIC RELATIONS (SCHEDULE P)**

PUBLIC RELATIONS	19,280
FARM & ARTISIAN MARKETS	1,800
MVA BUS EXPENSE	<u>3,200</u>
<b>TOTAL (SCHEDULE P)</b>	<b>24,280</b>

**VISITOR CENTER (SCHEDULE Q)**

SALARIES	34,096
PAYROLL TAXES	2,608
PENSION EXPENSE	3,409
WORKMANS COMPENSATION	140
CLEANING- HOUSEKEEPING SUPPLIES	10,000
INSURANCE LIABILITY	271
INSURANCE PROPERTY	1,116
OPERATING EXP/PUBLIC RELATIONS	200
REPAIRS & MAINTENANCE-BUILDING	7,000
TELEPHONE	1,700
HEATING FUEL	3,000
UTILITIES	<u>2,900</u>
<b>TOTAL (SCHEDULE Q)</b>	<b>66,440</b>



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<b>DEPRECIATION</b>	216,500
<b><u>CAPITAL EXPENDITURES (SCHEDULE R)</u></b>	
<b><u>GENERAL GOVERNMENT</u></b>	
CAPITAL EXPENSE NEA PROJECT	50,000
RAILS TO TRAILS- PHASE III/COMMUNITY RECREATION	175,000
TOWN HALL AIR CONDITIONER	38000
<b><u>POLICE DEPARTMENT</u></b>	
POLICE CAR (3)	24,739
FILE SERVER & 3 DESKTOPS	15,000
<b><u>HIGHWAY AND STREETS</u></b>	
COMMUNITY PARKS & PLAYGROUNDS-GATEWAY PARK	155,000
SWEEPER FINANCED Yearly Cost	30,000
DUMP TRUCK 920	10,000
STREETS REPAVING	<u>200,000</u>
<b>TOTAL (SCHEDULE R)</b>	<b>697,739</b>
<b>GENERAL FUND LOAN-(SCHEDULE S)</b>	
DEBT SERVICE-PENSION LOAN PRINCIPAL	0
<b>TOTAL (SCHEDULE S)</b>	<b>0</b>

TOWN OF CHESTERTOWN  
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**SATTERFIELD COURT BUDGET**

**REVENUES**

RENT	33,000
LAUNDRY REVENUE	950
INTEREST	<u>5</u>
<b>TOTAL REVENUES</b>	<b>33,955</b>

**EXPENSES**

UTILITIES	20,877
HOUSEKEEPING/SUPPLIES	612
MAINTENANCE AND MANAGEMENT	10,400
INSURANCE LIABILITY	240
INSURANCE PROPERTY	976
PROFESSIONAL FEES (AUDIT FEES)	956
MISCELLANEOUS	<u>100</u>
<b>OPERATING EXPENSES</b>	<b>34,161</b>
OPERATING INCOME BEFORE DEPRECIATION	-206
DEPRECIATION	18,867
<b>AMOUNT FUNDED BY DEPRECIATION</b>	<b>19,073</b>

TOWN OF CHESTERTOWN  
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**CANNON ST APARTMENTS**

**REVENUES**

RENT	15,000
OTHER FEES	25
INTEREST INCOME	<u>50</u>
<b>TOTAL REVENUES</b>	<b>15,075</b>

**EXPENSES**

ADMINISTRATIVE COSTS	2,520
WATER & SEWER	1,600
REPAIRS & MAINTENANCE-BUILDING	1,500
INSURANCE LIABILITY	171
INSURANCE PROPERTY	697
PROFESSIONAL FEES (AUDIT FEES)	956
MISCELLANEOUS	<u>50</u>
<b>TOTAL EXPENDITURES</b>	<b>7,494</b>

OPERATING INCOME BEFORE DEPRECIATION	7,581
DEPRECIATION	8,866
NET INCOME	-1,285
<b>AMOUNT FUNDED BY UNAPPROPRIATED FUNDS 2009</b>	<b>-1,285</b>

**TOWN OF CHESTERTOWN  
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**CHESTERTOWN MARINA**

**REVENUES**

BOAT RAMP INCOME	4,000
PUMP OUT INCOME	4,000
TRAVEL LIFT INCOME	4,500
SLIP RENTAL	42,000
SEASONAL STORAGE	8,000
TRANSIENT SLIP RENTAL	37,000
WINTER STORAGE	43,000
STORAGE OTHER	1,000
UTILITY INCOME	<u>4,500</u>
<b>TOTAL REVENUES</b>	<b>148,000</b>

**EXPENSES**

ADVERTISING/LEGAL NOTICES	300
AUDIT FEES	956
CREDIT CARD DISCOUNTS	1,800
DUES AND SUBSCRIPTIONS	100
HOUSEKEEPING	2,300
INSURANCE LIABILITY	306
INSURANCE PROPERTY	1,411
INTEREST EXPENSE	60,894
LOAN ADMINISTRATION FEES	1,300
LICENSES AND PERMITS	100
PROFESSIONAL FEES	3,000
R & M -BUILDING	4,000
R & M -GROUNDS	1,000
R & M -DOCKS	4,000
R & M EQUIPMENT	3,500
OFFICE SUPPLIES	250
OPERATING SUPPLIES	500
REAL ESTATE TAXES	16,600
TELEPHONE	2,520
TRASH PICKUP	2,400
<b><u>UTILITIES</u></b>	
ELECTRIC	5,850
WATER & SEWER	1,650
HEAT	<u>2,400</u>
<b>TOTAL OPERATING EXPENSES</b>	<b>117,137</b>
<b>NET OPERATING INCOME</b>	<b>30,863</b>

**STATE GRANTS**

TIER 1 BIG BOATING INFRASTRUCTURE	100,000
ENGINEERING GRANT	<u>40,000</u>
<b>TOTAL STATE GRANTS</b>	<b>140,000</b>

**CAPITAL OUTLAY & DEBT SERVICE**

**CHESTERTOWN MARINA (Continued)**

TIER 1 BIG BOATING INFRASTRUCTURE	100,000
ENGINEERING GRANT	40,000
DEBT SERVICE	<u>82,500</u>
<b>EXCESS (DEFICIENCY) OVER REVENUES</b>	<b>(51,637)</b>

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CHESTERTOWN UTILITIES BUDGET

REVENUES

OPERATING REVENUES	1,535,297
<b>TOTAL REVENUE EXCLUDING GRANTS</b>	<b>1,535,297</b>

CAPITAL PROJECT FUNDS	256,000
MTBE SETTLEMENT 1358	505,912
BRF REIMBURSEMENT GRANT	<u>16,200</u>
<b>TOTAL CAPITAL PROJECT FUNDS &amp; GRANTS</b>	<b>778,112</b>

<b>TOTAL UTILITIES REVENUE</b>	<b>2,313,409</b>
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EXPENSES

OPERATING EXPENSES	1,099,987
CAPITAL EXPENDITURES	305,535
DEPRECIATION	<u>660,753</u>
<b>TOTAL EXPENSES</b>	<b>2,066,275</b>
AVAILABLE AFTER DEPRECIATION	247,134

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**OPERATING REVENUES**

WATER SERVICE	735,000
SEWER SERVICE	660,000
METER PARTS	15,000
INTEREST ON RESERVES	4,000
INTEREST ON ACCOUNT RECEIVABLES	8,000
MOBILE TOWER LEASES	61,346
PRIVATE INSTALLATIONS	6,000
METER INSTALLATIONS	1,500
LAGOON FARM RENTAL	2,520
QUAKER ESTATES/ COUNTRY CLUB REVENUE	39,631
METER READINGS AND TURN OFF FEES	1,300
MISCELLANEOUS	<u>1,000</u>
<b>TOTAL OPERATING REVENUE</b>	<b>1,535,297</b>

**CAPITAL PROJECT FUNDS/GRANTS**

WATER TAPS	84,000
SEWER TAPS	77,000
QUAKER NECK HOOKUPS	<u>95,000</u>
<b>TOTAL WATER/SEWER HOOKUPS</b>	<b>256,000</b>
MTBE SETTLEMENT 1358	505,912
BRF REIMBURSEMENT GRANT	16,200
<b>TOTAL CAPITAL PROJECT/GRANTS</b>	<b>778,112</b>

**OPERATING EXPENSES (SCHEDULE U)**

SALARIES AND EXPENSES	1,099,987
<b>NET INCOME BEFORE DEPRECIATION</b>	<b>1,213,422</b>
DEPRECIATION	677,000
<b>NET INCOME AFTER DEPRECIATION</b>	<b>536,422</b>

**OTHER BUDGET REVENUES**

**OTHER BUDGET EXPENSES**

<b><u>DEBT SERVICE (SERVICE V)</u></b>	
CAPITAL ITEMS & PRINCIPAL REDUCTIONS	305,535

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**OPERATING EXPENSES**

SALARIES	479,440
OVERTIME	42,931
COUNCIL SALARIES	4,500
PAYROLL TAXES	40,306
WORKMEN'S COMPENSATION	14,775
PENSION EXPENSE	47,944
MEDICAL AND LIFE INSURANCE	87,783
ACCOUNTING AND AUDIT FEES	7,648
ADVERTISING/LEGAL NOTICES	500
CHEMICALS	60,000
DATA PROCESSING FEES	6,700
DUES AND SUBSCRIPTIONS	1,500
GAS, OIL AND DIESEL	15,000
GENERAL INSURANCE LIABILITY	13,213
PROPERTY	8,571
BOND	575
INTEREST ON CAPITAL IMPROVEMENTS	
LAGOON AERATION BOND I BOND INT.	0
WATER UPGRADE CONSTR. LOAN	4,844
SEWER UPGRADE CONSTR. LOAN	9,500
LEGAL FEES	750
LOAN ADMINISTRATION FEES	13,165
OFFICE EQUIPMENT MAINTENANCE	4,800
OFFICE SUPPLIES AND EXPENSE	2,700
PENALTY MDE-SEWER	0
POSTAGE	4,000
PROFESSIONAL FEES	500
PROPERTY TAXES	146
REPAIRS & MAINTENANCE BUILDINGS	7,800
REPAIRS & MAINTENANCE GROUNDS	3,000
REPAIRS & MAINTENANCE-EQUIPMENT	67,000
REPAIRS & MAINTENANCE-VEHICLES	3,000
REPAIRS & MAINTENANCE-WATER, SEWER LINES	35,000
REPAIRS & MAINTENANCE-PHYSICAL PLANT	10,000
REPAIRS & MAINTENANCE-WATER TOWER	15,000
SAFETY EQUIPMENT	3,500
SUPPLIES	24,000
TELEPHONE	7,000
TESTING	30,000
TOOLS AND SMALL EQUIPMENT	5,000
TRAVEL AND TRAINING	3,000
UNIFORMS	4,000
HEATING FUEL	10,000
WELLNESS PROGRAM	<u>895</u>
<b>TOTAL (SCHEDULE U)</b>	<b>1,099,987</b>
PRINCIPAL REDUCTION	
WATER UPGRADE BOND	93,535
SEWER UPGRADE BOND	<u>169,000</u>
<b>TOTAL PRINCIPAL REDUCTION</b>	<b>262,535</b>
OTHER CAPITAL EXPENDITURES	
CAPITAL EXPENDITURES	43,000
TOTAL OTHER CAPITAL EXPENDITURE	43,000
TOTAL CAPITAL EXPENDITURES & OTHER CAPITAL EXP	305,535