

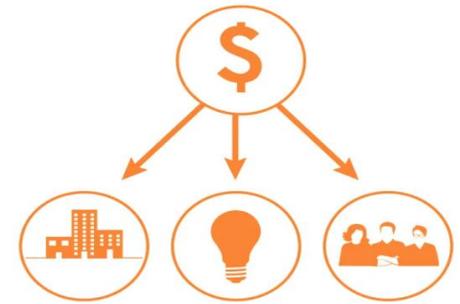


# Town of Berlin, Maryland

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## **FY 2023 FIRST QUARTER FINANCIAL OVERVIEW**

# General Fund



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**The General Fund is the general operating fund of the Town.**

**General Fund** – used to account and report all the financial resources not accounted for and reported in other funds. It includes all transactions for general governmental services.

Revenues are derived primarily from:

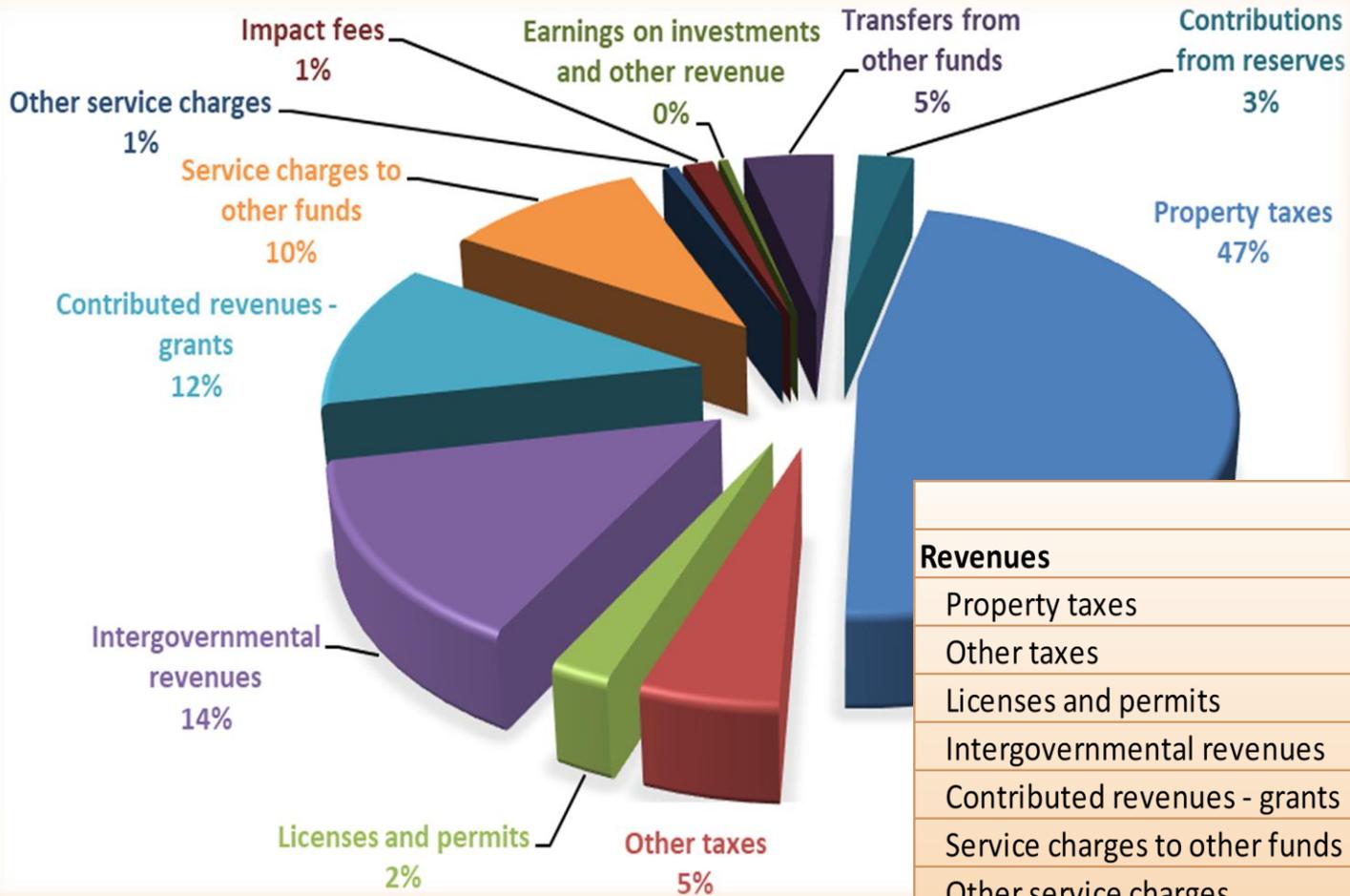
- Taxes, grants, licenses and permit fees, intergovernmental revenues (highway user revenue, slots revenue).

Resources generated by fund are spent for general government and in accordance with the annual appropriated budget approved by Mayor and Council.

**FINANCIAL HIGHLIGHTS GENERAL FUND**  
**FY 2023 THREE MONTHS ENDED SEPTEMBER 30, 2022**

	FY 2023					FY 2022
	July-September					Jul-Sept
	Budget	Actual	Diff \$	Diff %	Actual	
<b>Revenues</b>						
Property taxes	\$ 4,244,509	\$ 2,567,078	1,677,431	-40%	\$ 2,624,859	
Other taxes	447,000	97,538	349,462	-78%	16,587	
Licenses and permits	198,000	16,384	181,616	-92%	13,306	
Intergovernmental revenues	1,278,248	680,695	597,553	-47%	584,844	
Contributed revenues - grants	1,055,627	-	1,055,627	-100%	2,287,136	
Service charges to other funds	907,075	226,769	680,306	-75%	207,570	
Other service charges	61,000	32,550	28,450	-47%	20,274	
Impact fees	135,000	-	135,000	-100%	-	
Earnings on investments and other revenue	39,500	13,397	26,103	-66%	15,760	
Transfers from other funds	410,000	-	410,000	-100%	-	
Contributions from reserves	252,950	-	252,950	-100%	-	
<b>Total revenues</b>	<b>\$ 9,028,909</b>	<b>\$ 3,634,411</b>	<b>5,394,498</b>	<b>-60%</b>	<b>\$ 5,770,336</b>	

# GENERAL FUND FY 23 BUDGETED REVENUES BY SOURCE



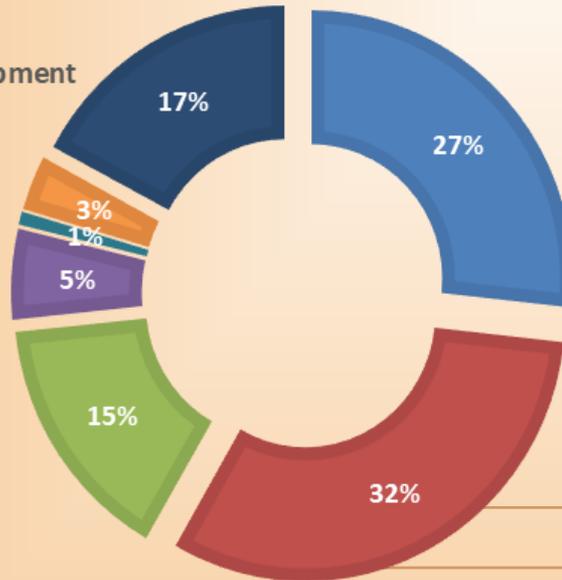
Revenues	2023 Budget	
	\$	%
Property taxes	4,244,509	47.0%
Other taxes	447,000	5.0%
Licenses and permits	198,000	2.2%
Intergovernmental revenues	1,278,248	14.2%
Contributed revenues - grants	1,055,627	11.7%
Service charges to other funds	907,075	10.0%
Other service charges	61,000	0.7%
Impact fees	135,000	1.5%
Earnings on investments and other revenue	39,500	0.4%
Transfers from other funds	410,000	4.5%
Contributions from reserves	252,950	2.8%
<b>Total revenues</b>	<b>9,028,909</b>	<b>100.0%</b>

**FINANCIAL HIGHLIGHTS GENERAL FUND  
FY 2023 THREE MONTHS ENDED SEPTEMBER 30, 2022**

	FY 2023					FY 2022
			July-September			Jul-Sept
	Budget		Actual	Diff \$	Diff %	Actual
<b>Expenditures</b>						
General government	2,413,735		377,024	2,036,711	-84%	343,105
Public safety	2,851,412		986,508	1,864,904	-65%	732,066
Public works	1,360,308		286,030	1,074,278	-79%	214,361
Planning and community development	486,304		56,652	429,652	-88%	93,720
Recreation and parks	70,210		23,506	46,704	-67%	25,377
Debt service	294,845		11,001	283,844	-96%	11,714
Capital outlay	1,552,095		112,894	1,439,201	-93%	335,213
Total expenditures	\$ 9,028,909	\$	1,853,615	7,175,294	-79%	\$ 1,755,556
<b>Net change in fund balance as of 09/30/22</b>	\$	\$	1,780,796			\$ 4,014,780

# GENERAL FUND FY 23 BUDGETED EXPENSES BY CATEGORY

- General government
- Public safety
- Public works
- Planning and community development
- Recreation and parks
- Debt service
- Capital outlay



Expenditures	2023 Budget	
	\$	%
General government	2,413,735	26.7%
Public safety	2,851,412	31.6%
Public works	1,360,308	15.1%
Planning and community development	486,304	5.4%
Recreation and parks	70,210	0.8%
Debt service	294,845	3.3%
Capital outlay	1,552,095	17.2%
<b>Total expenditures</b>	<b>9,028,909</b>	<b>100.0%</b>

**CHANGES IN GENERAL FUND BALANCE  
FY 2023 THREE MONTHS ENDED SEPTEMBER 30, 2022**

			<b>FY 2023</b>			<b>FY 2022</b>
			<b>Actual</b>			<b>Actual</b>
<b>Fund balances, end of September</b>						
Nonspendable (due to/due from other funds)		\$	1,684,137		\$	1,684,137
Restricted (slots)			150,200			96,692
Committed (impact fees, debt reduction, disaster recovery)			1,499,434			802,857
Assigned (insurance, police forfeiture, stabilization and community center)			2,212,495			931,948
Unassigned			1,780,796			1,643,276
<b>Total fund balances, end of September</b>		<b>\$</b>	<b>7,327,062</b>		<b>\$</b>	<b>5,158,910</b>

# General Fund Balance

Nonspendable fund balance - amounts that cannot be spent because they are either not in a spendable form (such as inventories and prepaid amounts) or are legally or contractually required to be maintained intact.

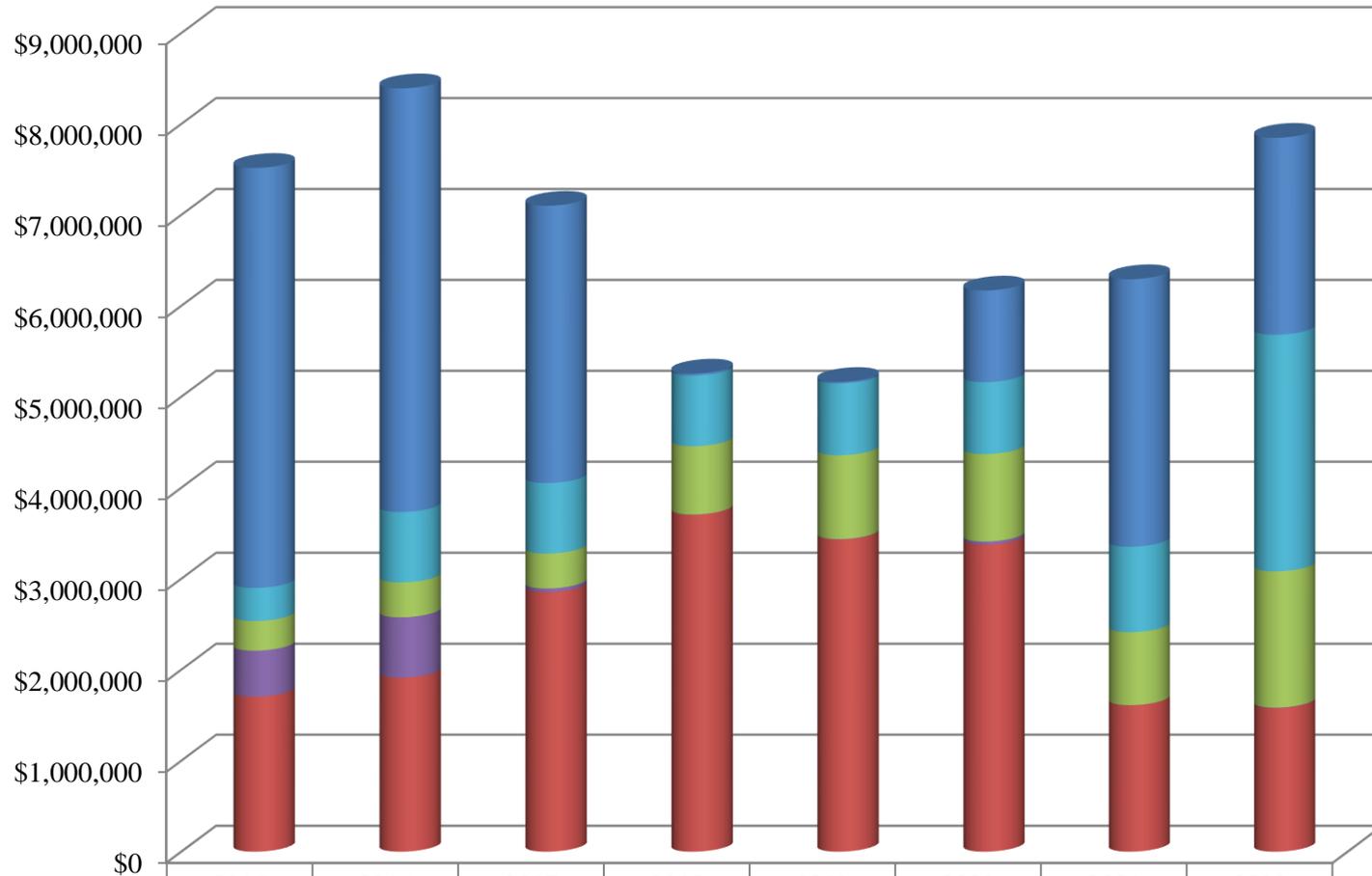
Restricted fund balance - amounts that can be spent only for specific purposes because of constraints imposed by external providers (such as grantors, bondholders, and higher levels of government), or imposed by constitutional provisions or enabling legislation.

Committed fund balance - amounts that can be spent only for specific purposes determined by a formal action of the Mayor and Council.

Assigned fund balance - amounts the Mayor and Council intend to use for specific purposes that do not meet the criteria to be classified as restricted or committed.

Unassigned fund balance - amounts that are available for any purpose; these amounts can be reported only in the Town's General Fund.

# GENERAL FUND BALANCES FISCAL YEARS 2015-2022



	2015	2016	2017	2018	2019	2020	2021	2022
■ Unassigned	4,618,214	4,659,485	3,049,111	21,927	15,782	1,008,044	2,941,969	2,166,752
■ Assigned (Health,Comm.Cntr,Stabilization, Police,Capital Reserve)	363,843	773,305	775,247	777,201	790,676	791,005	938,602	2,600,983
■ Committed (Impact fees,Debt Reduction, Disaster Recovery)	325,810	383,769	383,769	750,414	921,293	961,743	802,215	1,496,878
■ Restricted (Local Impact Grant-Ocean Downs)	505,721	663,568	39,082	2,407	4,233	32,886	1,277	4,587
■ Nonspendable (Due from other funds)	1,703,469	1,912,242	2,853,376	3,703,396	3,430,930	3,375,304	1,609,137	1,579,137

## GENERAL FUND BALANCE OS OF JUNE 30, 2022

▪ <b><u>Nonspendable</u></b>	<b><u>\$ 1,579,137</u></b>
Due from Sewer and Storm Water Funds-reduced by half in FY'21	
▪ <b><u>Restricted</u></b>	<b><u>4,587*</u></b>
Slot revenues – limitations on how monies can be spent by higher level of government. *Balance as of 06/30/2022	
▪ <b><u>Committed</u></b>	<b><u>1,496,878</u></b>
Impact fees, debt reduction, disaster recovery – limitations on how monies can be spent placed by M&C by ordinance.	
▪ <b><u>Assigned</u></b>	<b><u>2,600,983</u></b>
Health care, community center, police forfeiture, stabilization reserve, capital reserve – M&C assigned specific purposes for the funds.	
▪ <b><u>Unassigned</u></b>	<b><u>2,166,752</u></b>
Amount available for spending in the event of unexpected contingencies.	
<b><u>Total fund balance , end of June 30, 2022</u></b>	<b><u>\$ 7,848,337</u></b>

**General Fund  
Capital Projects  
and Assets  
FY 2023 as of  
September 30, 2022**

<b>Police Department:</b>		
	Duty Handguns	\$ 2,571
<b>Streets:</b>		
	Streets and Paths Paving	\$ 106,342
<b>Parks and Recreation:</b>		
	Playground Equipment	\$ 2,981
	Stephen Decatur Comfort Station	\$ 1,000



**FINANCIAL HIGHLIGHTS ELECTRIC FUND**  
**FY 2023 THREE MONTHS ENDED SEPTEMBER 30, 2022**

	2023				2022
	July-September				
	Budget	Actual	Diff \$	Diff %	
				Actual	
Revenues					
Operating revenues					
Charges for services	\$ 5,725,570	\$ 1,192,835	4,532,735	-79%	\$ 911,918
Sales and Services	413,500	17,589	395,911	-96%	12,136
Interest on delinquent accounts	25,000	4,915	20,085	-80%	8,034
Miscellaneous	210,600	20	210,580	-100%	56
Total operating revenues	\$ 6,374,670	\$ 1,215,359	5,159,311	-81%	\$ 932,144
Operating expenses					
Purchased power	2,516,135	898,792	1,617,343	-64%	600,047
Personnel expenses	1,170,780	311,190	859,590	-73%	260,522
Supplies and operating	692,795	99,620	593,175	-86%	78,968
Professional services	270,000	9,346	260,654	-97%	27,367
Contracted services	79,570	4,194	75,376	-95%	1,640
Insurance	26,965	25,468	1,497	-6%	23,200
Repairs and maintenance	49,000	6,671	42,329	-86%	8,026
General overhead	400,450	100,113	300,337	-75%	97,889
Debt service	473,075	30,917	442,158	-93%	30,620
Capital outlay	695,900	17,390	678,510	-98%	1,244
Total operating expenses	\$ 6,374,670	\$ 1,503,701	4,870,969	-76%	\$ 1,129,523
Operating income (loss) as of 09/30/22	\$ -	\$ (288,342)			\$ (197,379)

**Electric Fund  
Capital Projects  
and Assets  
FY 2023 as of  
September 30,  
2022**

**Power Plant:**

Transformers 167 KVA

\$ 17,390



**FINANCIAL HIGHLIGHTS WATER FUND**  
**FY 2023 THREE MONTHS ENDED SEPTEMBER 30, 2022**

	FY 2023					FY 2022
	July-September				Jul-Sept	
	Budget	Actual	Diff \$	Diff %	Actual	
Revenues						
Operating revenues						
Water service	\$ 725,000	\$ 137,717	587,283	-81%	\$ 131,404	
Service charges	29,000	3,923	25,077	-86%	5,576	
Special connection fees	442,500	-	442,500	-100%	-	
Sales and Services	20,000	15,729	4,271	-21%	117	
Contributed revenues - grants	1,704,990	-	1,704,990	-100%	-	
Interest on delinquent accounts	7,100	2,244	4,856	-68%	2,223	
Miscellaneous	167,500	12,985	154,515	-92%	12,920	
Total operating revenues	\$ 3,096,090	\$ 172,598	2,923,492	-94%	\$ 152,240	
Operating expenses						
Personnel expenses	384,150	73,052	311,098	-81%	80,738	
Supplies and operating	173,991	40,023	133,968	-77%	31,341	
Contracted services	44,000	2,329	41,671	-95%	4,398	
Insurance	11,265	11,012	253	-2%	9,640	
Repairs and maintenance	501,600	43,676	457,924	-91%	46,089	
General overhead	156,094	39,023	117,071	-75%	41,765	
Capital outlay	1,824,990	1,534	1,823,456	-100%	23,368	
Total operating expenses	\$ 3,096,090	\$ 210,649	2,885,441	-93%	\$ 237,339	
Operating income (loss) as of 09/30/22	\$ -	\$ (38,051)			\$ (85,099)	

**FINANCIAL HIGHLIGHTS SEWER FUND**  
**FY 2023 THREE MONTHS ENDED SEPTEMBER 30, 2022**

	FY 2023					FY 2022
	July-September					Jul-Sept
	Budget	Actual	Diff \$	Diff %	Actual	
Revenues						
Operating revenues						
Sewer service	\$ 2,000,000	\$ 409,386	1,590,614	-80%	\$ 381,673	
Service charges	104,000	17,317	86,683	-83%	17,423	
Special connection fees	1,226,100	-	1,226,100	-100%	-	
Sales and Services	1,000	-	1,000	-100%	-	
Hauler fees	150,000	201,859	(51,859)	35%	175,855	
Contributed revenues - grants	1,000,000	0	1,000,000	-100%	-	
Interest on delinquent accounts	11,000	6,445	4,555	-41%	6,612	
Miscellaneous	3,100	14	3,086	-100%	-	
Total operating revenues	\$ 4,495,200	\$ 635,021	3,860,179	-86%	\$ 581,563	
Operating expenses						
Personnel expenses	818,895	213,721	605,174	-74%	188,723	
Supplies and operating	539,275	95,511	443,764	-82%	75,370	
Contracted services	43,200	10,184	33,016	-76%	16,965	
Insurance	24,055	23,152	903	-4%	20,600	
Repairs and maintenance	115,125	40,163	74,962	-65%	6,739	
General overhead	346,050	86,513	259,537	-75%	67,916	
Debt service	560,500	53,290	507,210	-90%	53,953	
Capital outlay	1,000,000	1,743	998,257	-100%	1,400	
Total operating expenses	\$ 3,447,100	\$ 524,277	2,922,823	-85%	\$ 431,666	
Contribution to capital reserve	648,100	-			-	
Transfers to general fund	400,000	-			-	
Operating income (loss) as of 09/30/22	\$ -	\$ 110,744			\$ 149,897	

# WATER & SEWER FUNDS CAPITAL PROJECTS, ASSETS FY 23 AS OF SEPTEMBER 30, 2022

## Water Fund

### Distribution:

Branch Street Well	\$ 1,374
Smart Metering Project	\$ 160

## Sewer Fund

### Collection:

William St. Pump Station	\$ 1,583
Broad St. Lift Station	\$ 160



**FINANCIAL HIGHLIGHTS STORM WATER FUND  
FY 2023 THREE MONTHS ENDED SEPTEMBER 30, 2022**

	FY 2023					FY 2022
	July-September					Jul-Sept
	Budget	Actual	Diff \$	Diff %	Actual	
Revenues						
Operating revenues						
Service charges	\$ 184,600	\$ 34,418	150,182	-81%	\$ 33,384	
Contributed revenues - grants	288,000	-	288,000	-100%	110,000	
Interest on delinquent accounts	700	205	495	-71%	173	
Miscellaneous	50	14	36	-72%	-	
Total operating revenues	\$ 473,350	\$ 34,637	438,713	-93%	\$ 143,557	
Operating expenses						
Personnel expenses	116,100	22,504	93,596	-81%	25,708	
Supplies and operating	35,520	3,516	32,004	-90%	4,718	
Professional services	22,000	-	22,000	-100%	4,693	
Contracted services	5,980	4,311	1,669	-28%	129	
Insurance	1,265	1,584	(319)	25%	1,200	
General overhead	4,485	1,121	3,364	-75%	-	
Capital outlay	288,000	9,408	278,592	-97%	-	
Total operating expenses	\$ 473,350	\$ 42,444	430,906	-91%	\$ 36,448	
Operating income (loss) as of 09/30/22	\$ -	\$ (7,807)			\$ 107,109	

**Storm Water  
Fund  
Capital Projects  
and Assets  
FY 2023 as of  
September 30,  
2022**

**Storm Water:**

Washington St. Storm Drain Replacement      \$ 9,408



# In Conclusion ...

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**Questions?**  
**Comments?**