



THE  
CITY OF BRUNSWICK  
MARYLAND

1 WEST POTOMAC STREET · BRUNSWICK, MARYLAND 21716 · (301) 834-7500

**FINANCE & UTILITY COMMISSION MEETING**  
**BRUNSWICK CITY HALL**  
**Wednesday, May 8, 2024**  
**5:00 PM**

Agenda

1. Second Avenue Water Line Design & Core Drilling
2. FY2025 Budget
  - a. Water & Sewer Rates
  - b. Trash Rates
  - c. COLA
  - d. Workers Comp/Insurance Increases
  - e. CIP





**Detailed Scope of Work**

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**To:** Simone E. Johnston  
The Matthews Group, Inc.  
PO Box 2099  
Purcellville, VA 20134  
(540) 751-4492

**From:** John Gerstner  
City of Brunswick  
  
301-834-7500

**Date Printed:** June 13, 2022

**Work Order Number:** 106320.00

**Work Order Title:** CTYBRNSWCK - 2nd. Avenue - Concord - K Street - Design

**Brief Scope:** Water Mainline - Design

Preliminary

Revised

Final

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The following items detail the scope of work as discussed at the site. All requirements necessary to accomplish the items set forth below shall be considered part of this scope of work.

All work shall be done as described on the TMG provided document attached.

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Contractor

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Date

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Owner

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Date

## Contractor's Price Proposal - Summary

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**Date:** June 13, 2022  
**IQC Master Contract #:** MD-WMA-GC02-042419-TMG  
**Work Order Number:** 106320.00  
**Owner PO #:**  
**Work Order Title:** CTYBRNSWCK - 2nd. Avenue - Concord - K Street - Design  
**Contractor:** TMG Construction Corp.  
**Proposal Name:** CTYBRNSWCK - 2nd. Avenue - Concord - K Street - Design  
**Proposal Value:** \$138,298.34

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**01 - General Requirements** **\$138,298.34**

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**Proposal Total** **\$138,298.34**

This total represents the correct total for the proposal. Any discrepancy between line totals, sub-totals and the proposal total is due to rounding.

## Contractor's Price Proposal - Detail

**Date:** June 13, 2022  
**IQC Master Contract #:** MD-WMA-GC02-042419-TMG  
**Work Order Number:** 106320.00  
**Owner PO #:**  
**Work Order Title:** CTYBRNSWCK - 2nd. Avenue - Concord - K Street - Design  
**Contractor:** TMG Construction Corp.  
**Proposal Name:** CTYBRNSWCK - 2nd. Avenue - Concord - K Street - Design  
**Proposal Value:** \$138,298.34

Sect.	Item	Modifier	UOM	Description	Line Total
Labor	Equip.	Material	(Excluded if marked with an X)		

### 01 - General Requirements

1	01 22 20 00-0053		HR	Principal Engineer	\$344.22
				Quantity	
				Installation	
				1.50	x
				Unit Price	
				205.00	x
				Factor	
				1.1194	=
				Total	
					\$344.22
				Geotechnical - Design Review	
2	01 22 20 00-0053		HR	Principal Engineer	\$6,195.88
				Quantity	
				Installation	
				27.00	x
				Unit Price	
				205.00	x
				Factor	
				1.1194	=
				Total	
					\$6,195.88
				Design -	
3	01 22 20 00-0054		HR	Senior Engineer	\$37,846.04
				Quantity	
				Installation	
				219.00	x
				Unit Price	
				154.38	x
				Factor	
				1.1194	=
				Total	
					\$37,846.04
				Design -	
4	01 22 20 00-0054		HR	Senior Engineer	\$1,555.32
				Quantity	
				Installation	
				9.00	x
				Unit Price	
				154.38	x
				Factor	
				1.1194	=
				Total	
					\$1,555.32
				Geotechnical - Design Review	
5	01 22 20 00-0055		HR	Engineer	\$60,674.28
				Quantity	
				Installation	
				438.00	x
				Unit Price	
				123.75	x
				Factor	
				1.1194	=
				Total	
					\$60,674.28
				Design -	
6	01 22 20 00-0055		HR	Engineer	\$2,216.41
				Quantity	
				Installation	
				16.00	x
				Unit Price	
				123.75	x
				Factor	
				1.1194	=
				Total	
					\$2,216.41
				Geotechnical - Design Review	
7	01 22 20 00-0056		HR	Draftsman	\$29,466.19
				Quantity	
				Installation	
				360.00	x
				Unit Price	
				73.12	x
				Factor	
				1.1194	=
				Total	
					\$29,466.19
				Design -	

**Subtotal for 01 - General Requirements** **\$138,298.34**

**Proposal Total** **\$138,298.34**

This total represents the correct total for the proposal. Any discrepancy between line totals, sub-totals and the proposal total is due to rounding.



The Matthews Group, Inc.  
18915 Lincoln, Rd.,  
Purcellville, VA 20132-4145

Ph: 540-338-0411  
Fax: 540-338-9518

## Scope of Work – Phase 5

### **General**

1. Normal Working Hours
2. No wage scale
3. No permitting

### **Project Description**

The City of Brunswick in Maryland is planning to replace main water lines in six different phases within the city limits, at the following locations:

1. Phase #1 at 6th Avenue from East H Street to East R Street - 1,080 linear feet
2. Phase #2 at East H Street from 5th Avenue to gum Springs – 1,650 linear feet
3. Phase #3 at 5th Avenue from East F Street to East H Street - 550 linear feet
4. Phase #4 at 4th Avenue along 100s block - 380 linear feet
- 5. Phase #5 at 2nd Avenue from Concord Street to K Street - 700 linear feet**
6. Phase #6 at West Potomac Street from Delaware to Florida Avenue - 1,250 linear feet

A total of 5,610 linear feet of water line replacement is planned.

Note that all Geotechnical work and all Survey work was included in Phase #1 to reduce re-mobilization costs over the entire project. Pricing of this phase and subsequent phases was developed with the assumption that Phase #1 will be completed first. Phases 2-6 may not be completed for the pricing indicated if Phase #1 is not completed first. Should the City desire, pricing for individual phase mobilizations for these tasks can be provided.

The existing water lines are 8-inches diameter pipes running along the paved city roads at about 4 to 6 ft below ground surface. The proposed new alignment is adjacent to the existing water lines.



## **Civil Engineering and Design Services – Phase 5 Only**

Our Services include developing Civil construction documents for the City of Brunswick Municipal Water Line for 2<sup>nd</sup> Avenue, from Concord Street to K Street (approximately 700 linear feet). The civil CD Design will be specifically to replace in kind the existing water line network proposing the same sizes, valves, path, flowrates, and routes.

The following are the proposed design deliverables. With each design phase, a two week Client review period is included. Each design deliverable will included drawings and MasterSpec specifications. A review meeting, responses, and revisions due to comments are included in this proposal for each phase:

- 50% Design Development Documents
- 100% Design Documents
- IFC Documents

The following design standards will be used for this project:

- International Building Code
- International Plumbing Code
- National Fire Protection Agency (NFPA)
- Manual on Uniform Traffic Control Devices (MUTCD) Chapter 6
- City of Brunswick Standards Design Manual
- Frederick County Design Standards



## Clarifications & Exclusions

- No permits are required
- No utility relocation included unless stated above
- Proposal does not include any unforeseen conditions and/or upgrading existing conditions to code compliance
- No Liquidated Damages
- No HAZMAT testing
- TMG will submit monthly payment requests at Net 30 terms
- Coordinating with any historic societies is excluded
- Electrical, mechanical, plumbing (other than the water lines), and fire protection engineering is not included
- Storm Water Management analysis and study is not included
- Relocation of above-ground appurtenances not associated with the water lines (i.e. light poles, signs, etc.) is not included
- As-build drawings are not included at this time, but can be provided as an additional service following construction.
- Easement Plat update or modifications to the current County mosaic and related work is not included.
- Erosion and Sediment Control design is not included
- Hydraulic water network modeling analysis and flowrate improvement studies are not included.
- It is assumed that the City will provide access to mechanical, electrical, and communication rooms and facilities that may be needed to investigate the existing subsurface utility systems thoroughly.



**PURCHASE ORDER**  
**No. 0000230024**

**VENDOR:**

The Matthews Group Inc  
 TMG Construction Corporation  
 PO Box 2099  
 Purcellville, VA 20134-2099

**SHIP TO:**

City of Brunswick  
 1 West Potomac Street  
 Brunswick, MD 21716

**BILL TO:**

City of Brunswick  
 1 West Potomac Street  
 Brunswick, MD 21716

VENDOR NO.	VENDOR PHONE NUMBER	TERMS	DATE	REQUIRED DELIVERY DATE			
11907		0	07/11/2022				
<b>SHIPPING INSTRUCTIONS</b>							
(none)							
ITEM	QTY	U/M	DESCRIPTION/TASK	PRD CODE	ACCOUNT	UNIT PRICE	AMOUNT
1	0.00		Water Main Engineering, Geotech, Survey Work		20-532-19-8502	197,319.11	197,319.11
2	0.00		Water Main Geotech, Survey Work - No Eng.		20-532-19-8503	62,914.42	62,914.42
3	0.00		Water Main Geotech, Survey Work - No Eng.		20-532-19-8504	38,433.82	38,433.82
4	0.00		Water Main Geotech, Survey Work - No Eng.		20-532-19-8505	32,309.98	32,309.98
5	0.00		Water Main Geotech, Survey Work - No Eng.		20-532-19-8506	38,885.59	38,885.59
6	0.00		Water Main Geotech, Survey Work - No Eng.		20-532-19-8507	58,359.32	58,359.32

**IMPORTANT: OUR ORDER NUMBER MUST APPEAR ON EVERY INVOICE AND PACKAGE**

1. Direct all payment inquiries to 301-834-7500.
2. Avoid partial invoices. Do not combine different purchase orders on one invoice.
3. Price to include F.O.B. delivery to building, applicable taxes and insurance, unless specifically stated otherwise.
4. Prepay all freight shipments.
5. Seller agrees to be bound by the terms and conditions on this order. No modifications or additions shall be binding upon purchaser unless agreed to in writing. Please place purchase order number on packing slips

ITEM	QTY	U/M	DESCRIPTION/TASK	PRD CODE	ACCOUNT	UNIT PRICE	AMOUNT

SUBTOTAL: 428,222.24  
 TAX: 0.00  
 SHIPPING: 0.00  


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**TOTAL:** 428,222.24  


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TAXABLE: No  
 CONFIRMING:

\_\_\_\_\_  
 AUTHORIZED SIGNATURE

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**IMPORTANT: OUR ORDER NUMBER MUST APPEAR ON EVERY INVOICE AND PACKAGE**

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  2. Avoid partial invoices. Do not combine different purchase orders on one invoice.
  3.  
Price to include F.O.B. delivery to building, applicable taxes and insurance, unless specifically stated otherwise.
  4.  
Prepay all freight shipments.
  5. Seller agrees to be bound by the terms and conditions on this order. No modifications or additions shall be binding upon purchaser unless agreed to in writing. Please place purchase order number on packing slips
-



**Work Order Signature Document**

<b>EZIQC Contract No.: MD-WMA-GC02-042419-TMG</b>	
<input checked="" type="checkbox"/> <b>New Work Order</b>	<input type="checkbox"/> <b>Modify an Existing Work Order</b>
Work Order Number: 105722.00	Work Order Date: 06/13/2022
Work Order Title: CTYBRUNSWCK - 6th Avenue Water Main DESIGN	
Owner Name: MID ATLANTIC - City of Brunswick	Contractor Name: TMG Construction Corp.
Contact: John Gerstner	Contact: Simone E. Johnston
Phone: 301-834-7500	Phone: (540) 751-4492
<b>Work to be Performed</b>	
Work to be performed as per the Final Detailed Scope of Work Attached and as per the terms and conditions of EZIQC Contract No MD-WMA-GC02-042419-TMG.	
<u>Brief Work Order Description:</u>	
Design of new Water Mainline and laterals	
<b>Time of Performance</b>	<i>See Schedule Section of the Detailed Scope of Work</i>
<b>Liquidated Damages</b>	Will apply: <input type="checkbox"/> Will not apply: <input checked="" type="checkbox"/>
<b>Work Order Firm Fixed Price: \$428,222.24</b>	
Owner Purchase Order Number:	

**Approvals**

  
 Owner \_\_\_\_\_ Date 7/27/22

Digitally signed by Jason Lynch  
 Date: 2022.07.28 14:08:28 -04'00'  
 Jason Lynch \_\_\_\_\_ Contractor \_\_\_\_\_ Date \_\_\_\_\_



**Detailed Scope of Work**

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**To:** Simone E. Johnston  
The Matthews Group, Inc.  
PO Box 2099  
Purcellville, VA 20134  
(540) 751-4492

**From:** John Gerstner  
MID ATLANTIC - City of Brunswick  
  
301-834-7500

**Date Printed:** June 13, 2022  
**Work Order Number:** 105722.00  
**Work Order Title:** CTYBRUNSWCK - 6th Avenue Water Main DESIGN  
**Brief Scope:** Design of new Water Mainline and laterals

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Preliminary                       Revised                       Final

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The following items detail the scope of work as discussed at the site. All requirements necessary to accomplish the items set forth below shall be considered part of this scope of work.

All work shall be done as described on the TMG document attached.

**Jason Lynch** Digitally signed by Jason Lynch  
Date: 2022.07.28 14:08:55  
-04'00'

Contractor	Date
	7/27/2022
Owner	Date

## Contractor's Price Proposal - Summary

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Date: June 13, 2022  
IQC Master Contract #: MD-WMA-GC02-042419-TMG  
Work Order Number: 105722.00  
Owner PO #:  
Work Order Title: CTYBRUNSWCK - 6th Avenue Water Main DESIGN  
Contractor: TMG Construction Corp.  
Proposal Name: CTYBRUNSWCK - 6th Avenue Water Main DESIGN  
Proposal Value: \$428,222.24

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<b>01 - General Requirements</b>	<b>\$416,703.97</b>
<b>02 - Site Work</b>	<b>\$11,518.27</b>
<b>Proposal Total</b>	<b>\$428,222.24</b>

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## Contractor's Price Proposal - Detail

**Date:** June 13, 2022  
**IQC Master Contract #:** MD-WMA-GC02-042419-TMG  
**Work Order Number:** 105722.00  
**Owner PO #:**  
**Work Order Title:** CTYBRUNSWCK - 6th Avenue Water Main DESIGN  
**Contractor:** TMG Construction Corp.  
**Proposal Name:** CTYBRUNSWCK - 6th Avenue Water Main DESIGN  
**Proposal Value:** \$428,222.24

Sect.	Item	Modifier	UOM	Description	Line Total
Labor	Equip.	Material	(Excluded if marked with an X)		
<b>01 - General Requirements</b>					
1	01 22 20 00-0043		HR	Senior Surveyor (Party Chief)	\$14,496.86
				Quantity	
				Installation 217.00 x	Unit Price 59.68 x
					Factor 1.1194 =
					Total \$14,496.86
				Utility Survey & Mapping -	
2	01 22 20 00-0044		HR	Surveyor (Instrument person)	\$25,840.74
				Quantity	
				Installation 434.00 x	Unit Price 53.19 x
					Factor 1.1194 =
					Total \$25,840.74
				Utility Survey & Mapping -	
3	01 22 20 00-0045		HR	Surveyor (Rod person)	\$23,027.85
				Quantity	
				Installation 434.00 x	Unit Price 47.40 x
					Factor 1.1194 =
					Total \$23,027.85
				Utility Survey & Mapping -	
4	01 22 20 00-0046		HR	On-Site Certified Materials Testing Technician	\$7,867.50
				Quantity	
				Installation 104.00 x	Unit Price 67.58 x
					Factor 1.1194 =
					Total \$7,867.50
				Geotechnical - Field Support	
5	01 22 20 00-0053		HR	Principal Engineer	\$344.22
				Quantity	
				Installation 1.50 x	Unit Price 205.00 x
					Factor 1.1194 =
					Total \$344.22
				Geotechnical - Design Review	
6	01 22 20 00-0053		HR	Principal Engineer	\$6,195.88
				Quantity	
				Installation 27.00 x	Unit Price 205.00 x
					Factor 1.1194 =
					Total \$6,195.88
				Design -	
7	01 22 20 00-0053		HR	Principal Engineer	\$2,065.29
				Quantity	
				Installation 9.00 x	Unit Price 205.00 x
					Factor 1.1194 =
					Total \$2,065.29
				Geotechnical - Design/Report	
8	01 22 20 00-0054		HR	Senior Engineer	\$1,382.50
				Quantity	
				Installation 8.00 x	Unit Price 154.38 x
					Factor 1.1194 =
					Total \$1,382.50
				Geotechnical - Design Review	
9	01 22 20 00-0054		HR	Senior Engineer	\$8,295.02
				Quantity	
				Installation 48.00 x	Unit Price 154.38 x
					Factor 1.1194 =
					Total \$8,295.02
				Geotechnical - Design/Report	

**Contractor's Price Proposal - Detail Continues..**

Work Order Number: 105722.00  
 Work Order Title: CTYBRUNSWCK - 6th Avenue Water Main DESIGN

Proposal Name: CTYBRUNSWCK - 6th Avenue Water Main DESIGN  
 Proposal Value: \$428,222.24

Sect.	Item	Modifier	UOM	Description					Line Total
Labor	Equip.	Material	(Excluded if marked with an X)						
<b>01 - General Requirements</b>									
10	01 22 20 00-0054		HR	Senior Engineer					\$40,956.67
				Installation	Quantity	Unit Price	Factor	Total	
					237.00	154.38	1.1194	\$40,956.67	
				Design -	x	x	=		
11	01 22 20 00-0055		HR	Engineer					\$65,661.21
				Installation	Quantity	Unit Price	Factor	Total	
					474.00	123.75	1.1194	\$65,661.21	
				Design -	x	x	=		
12	01 22 20 00-0055		HR	Engineer					\$6,372.18
				Installation	Quantity	Unit Price	Factor	Total	
					46.00	123.75	1.1194	\$6,372.18	
				Geotechnical - Design/Report	x	x	=		
13	01 22 20 00-0055		HR	Engineer					\$2,216.41
				Installation	Quantity	Unit Price	Factor	Total	
					16.00	123.75	1.1194	\$2,216.41	
				Geotechnical - Design Review	x	x	=		
14	01 22 20 00-0056		HR	Draftsman					\$29,466.19
				Installation	Quantity	Unit Price	Factor	Total	
					360.00	73.12	1.1194	\$29,466.19	
				Design -	x	x	=		
15	01 22 23 00-1391		DAY	1,500 To 2,000 Gallon Vacuum Truck With Full-Time Truck Driver					\$27,340.36
				Installation	Quantity	Unit Price	Factor	Total	
					38.00	642.74	1.1194	\$27,340.36	
				Utility Survey & Mapping - Vacuum Test Pit - Multiple Locations - Non-consecutive days	x	x	=		
16	01 45 23 00-0006		EA	Resistance (R) Value Soils Test, CA 301, Field Soils Test					\$1,640.41
				Installation	Quantity	Unit Price	Factor	Total	
					6.00	244.24	1.1194	\$1,640.41	
				Geotechnical - Soil Testing	x	x	=		
17	01 45 23 00-0007		EA	Soils Classification Test, ASTM D-2487, Field Soils Test					\$4,921.24
				Installation	Quantity	Unit Price	Factor	Total	
					12.00	366.36	1.1194	\$4,921.24	
				Geotechnical - Soil Testing	x	x	=		
18	01 45 23 00-0017		EA	Atterberg Limits - Liquid Limits (LL) And Plastic Limits (PL), T89, T90, ASTM D4318, Soil Borings Laboratory Test					\$564.58
				Installation	Quantity	Unit Price	Factor	Total	
					6.00	84.06	1.1194	\$564.58	
				Geotechnical - Soil Testing	x	x	=		
19	01 45 23 00-0023		EA	Moisture Content, ASTM D2216, Soil Borings Laboratory Test					\$647.46
				Installation	Quantity	Unit Price	Factor	Total	
					48.00	12.05	1.1194	\$647.46	
				Geotechnical - Soil Testing	x	x	=		

**Contractor's Price Proposal - Detail Continues..**

**Work Order Number:** 105722.00  
**Work Order Title:** CTYBRUNSWCK - 6th Avenue Water Main DESIGN

**Proposal Name:** CTYBRUNSWCK - 6th Avenue Water Main DESIGN  
**Proposal Value:** \$428,222.24

Sect.	Item	Modifier	UOM	Description	Line Total
Labor	Equip.	Material	(Excluded if marked with an X)		
<b>01 - General Requirements</b>					
20	01 45 23 00-0024		EA	Moisture-Density Determination, Standard, ASTM D698, Soil Borings Laboratory Test	\$653.51
				Installation	
				Quantity 6.00 x Unit Price 97.30 x Factor 1.1194 = Total \$653.51	
				Geotechnical - Soil Testing	
21	01 45 23 00-0031		EA	Sieve Analysis, ASTM D422, Soil Borings Laboratory Test	\$728.86
				Installation	
				Quantity 6.00 x Unit Price 108.52 x Factor 1.1194 = Total \$728.86	
				Geotechnical - Soil Testing	
22	01 45 23 00-0032		EA	Sulfate Soundness, Soil Borings Laboratory Test	\$900.80
				Installation	
				Quantity 6.00 x Unit Price 134.12 x Factor 1.1194 = Total \$900.80	
				Geotechnical - Soil Testing	
23	01 71 23 16-0006		ACR	Survey Highly Developed Areas, Sidewalks, Etcetera (>65% Buildings)	\$145,118.23
				Installation	
				Quantity 30.00 x Unit Price 4,321.31 x Factor 1.1194 = Total \$145,118.23	
				Survey - Topographic	
<b>Subtotal for 01 - General Requirements</b>					<b>\$416,703.97</b>
<b>02 - Site Work</b>					
24	02 32 13 00-0002		EA	Mobilization Of Drilling Crew	\$622.93
				Installation	
				Quantity 1.00 x Unit Price 556.49 x Factor 1.1194 = Total \$622.93	
				Geotechnical - Borings	
25	02 32 13 00-0007		LF	4" Diameter Cased Borings In Earth, With Samples	\$10,895.34
				Installation	
				Quantity 120.00 x Unit Price 81.11 x Factor 1.1194 = Total \$10,895.34	
				Geotechnical - Borings - Samples	
<b>Subtotal for 02 - Site Work</b>					<b>\$11,518.27</b>
<b>Proposal Total</b>					<b>\$428,222.24</b>

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The Matthews Group, Inc.  
18915 Lincoln, Rd.,  
Purcellville, VA 20132-4145

Ph: 540-338-0411  
Fax: 540-338-9518

## Scope of Work – Phase 1

### **General**

1. Normal Working Hours
2. Single mobilization of Survey Teams
3. No wage scale
4. No permitting
5. Project cleanup
6. Approximate start date: July 2022

### **Project Description**

The City of Brunswick in Maryland is planning to replace main water lines in six different phases within the city limits, at the following locations:

1. **Phase #1 at 6th Avenue from East H Street to East R Street - 1,080 linear feet**
2. Phase #2 at East H Street from 5th Avenue to gum Springs – 1,650 linear feet
3. Phase #3 at 5th Avenue from East F Street to East H Street - 550 linear feet
4. Phase #4 at 4th Avenue along 100s block - 380 linear feet
5. Phase #5 at 2nd Avenue from Concord Street to K Street - 700 linear feet
6. Phase #6 at West Potomac Street from Delaware to Florida Avenue - 1,250 linear feet

A total of 5,610 linear feet of water line replacement is planned.

Note that all Geotechnical work and all Survey work is included in Phase #1 to reduce re-mobilization costs over the entire project. It is assumed for the purposes of this proposal that the Geotechnical and Survey tasks will be performed under a single mobilization each. Subsequent phases shall only include Civil Engineering and Design. Please refer to proposals and scope summaries for other phases.

Pricing of this phase and subsequent phases was developed with the assumption that Phase #1 will be completed first. Phases 2-6 may not be completed for the pricing indicated if Phase #1 is not completed first. Should the City desire, pricing for individual phase mobilizations for these tasks can be provided.

The existing water lines are 8-inches diameter pipes running along the paved city roads at about 4 to 6 ft below ground surface. The proposed new alignment is adjacent to the existing water lines.



## Geotechnical Engineering Report – All Phases

### Subsurface Exploration

We will perform a subsurface exploration program that includes the following:

- Perform site reconnaissance and approximate boring stakeout. We will locate borings by measuring from existing features. Ground surface elevations at the boring locations will be estimated from topographic data provided by your office.
- Obtain Right-Of-Way permit from the City of Brunswick, MD required for borings. We assume any permit fees will be waived by the City.
- Arrange for traffic control (MOT) during our investigation. We have included 3 days of MOT (single lane closure – flagging operation) in our proposal for drilling along the roadways.
- Contact Miss Utility prior to mobilizing drilling equipment to the project site.
- Retain a private utility locator to sweep a 25-ft radius around the borehole location. The private utility locator will not be able to pick up any non-conductive utilities (those manufactured from materials such as PVC, clay and concrete), very deep utilities, utilities that are buried directly below other utilities, utilities located next to a conductive source such as overhead electric lines, non-conductive utilities that are inaccessible via manholes, spring or irrigation systems, buried tanks, septic systems and wells. Therefore, it is essential that any available plans be provided prior to our boring stakeout and meeting with the private utility locator.
- Observe and log the borings, coordinate our site work, perform infiltration tests, and prepare written logs.
- Performing the following test borings:

Water Line Phase	No. of Borings	Soil Depth (ft)	Total Soil Depth (ft)
Phase #1	2	10	20
Phase #2	3	10	30
Phase #3	1	10	10
Phase #4	1	10	10
Phase #5	2	10	20
Phase #6	3	10	30
Total	12 Borings	--	120 lf



- Shallow rock may be encountered at the site. If rock is encountered prior to reaching the proposed boring depths, rock coring will not be performed.
- Drilling the borings to the depths indicated or to prior auger or sampler refusal. Sampler refusal is defined as a Standard Penetration Test N-value of 50 blows for 1 inch or less penetration. In the event shallow obstructions are encountered below grade which cannot be penetrated with ordinary soil drilling equipment, the obstructed borings will be offset and redrilled. Boring depths included in this proposal are estimated, and may be increased or decreased depending upon subsurface conditions encountered.
- Obtaining six soil bulk samples from auger cuttings, one from each Phase.
- Backfilling all test borings with soil cuttings and place asphalt cold-patch at the paved locations

#### **Laboratory Testing**

Samples collected during the Subsurface Exploration will be delivered to our soils laboratory for the following tests:

- 48 Moisture Content, ASTM D2216
- 6 Grain Size Distribution, ASTM D422 (and/or D1140)
- 6 Liquid Limit, Plastic Limit, and Plasticity Index of Soils, ASTM D4318
- 6 Moisture-Density (Proctor) Relationships, ASTM D698 (ASTM D1557)
- 6 Corrosion Potential Test Series (pH, Reduction-Oxidation Potential, Resistivity, Qualitative Test for Sulfides, 6 Water-soluble Sulfate and Chloride Test for soil)

We will retain soil samples from the subsurface exploration 45 days beyond the submission of our report, unless other disposition is requested.

#### **Geotechnical Engineering Analysis and Report**

We will provide the following discussion in our geotechnical engineering report using data and information gathered in the prior tasks:

- Estimated subsurface conditions and groundwater levels within the area explored based on data collected in the subsurface exploration.
- Evaluation of the shrink/swell potential of the soils encountered in the exploration.



- Earthwork recommendations for the construction of load-bearing fill and backfill, including an assessment of on-site soils for use as fill, subgrade preparation, and compaction criteria.
- Earthwork recommendations for construction of load-bearing fill including an assessment of on-site soils for use as fill, subgrade preparation, and compaction criteria.
- Comments regarding potential support of excavation systems.
- Comments on construction dewatering considerations.
- Evaluation of rock excavation considerations including a sample definition for rock.
- Construction considerations related to the implementation of our recommendations.

We will prepare a single report for the entire project in PDF format to submission.

## **Surveying & Subsurface Utility Engineering Services – All Phases**

### **Survey Control & Field Run Topographic Survey**

Establish horizontal and vertical control for the project based on GNSS RTN/RTK methods. Horizontal control will be referenced to NAD83 (2011) and vertical control will be referenced to NAVD88.

Field run, process, and plot at a presentation scale of 1" = 30' or as requested by CLIENT, a topographic survey of the site within the PROJECT EXTENTS. Topographic survey scope to include:

- All surface features including buildings, paving limits, fencing, retaining walls, spot elevations and contours at 1' vertical intervals.
- All individual planted landscape trees & shrubs.
- Drip lines of clustered trees will be surveyed as edge of woods.
- Top of structures or grates, approximate orientation, type and size of pipes and next up and downstream structures for all gravity dependent storm drain and sanitary sewer systems.
- All land cover changes and limits.
- Building first floor elevations.



- Supplemental site photographs to accompany the survey limits of the PROJECT EXTENTS. The photographs will be general in nature and may not include each individual surface feature located in the survey.
- A depiction of the road right-of-way as shown on the existing condition plan to be provided by the City. This item does not include property or right-of-way line surveys.

The topographic survey will be prepared in AutoCAD Civil 3D 2022 with a generated TIN to conform with the City's layering standards. The survey will comply with the Minimum Standards of Practice for Land Surveying per Code of Maryland Regulations (COMAR) 09.13.06.04.

#### **Utility Designating Services**

Map the wet and dry (gravity independent) subsurface utilities within the PROJECT EXTENTS as defined herein, all consistent with Quality Level B (QLB) as described in CI/ASCE 38-02 – Standard Guideline for the Collection and Depiction of Existing Subsurface Utility Data (ASCE 38-02). The measurement and documentation of invert depths and elevations are included. Gravity dependent systems will primarily be depicted at QLC based on surveyed locations of surface features, observation of connecting pipe directions, and record information.

At project initiation, we will conduct utility records research. The records will be requested from the City, any public utilities and private utility companies known to provide service within the PROJECT EXTENTS, and other sources. The intent of this effort is to develop a comprehensive inventory of utility systems likely to be encountered at the site. Record documents may include construction plans, system diagrams, distribution and transmission maps, and geographic information system data as well as oral descriptions of existing systems.

Historical record documents will be reviewed and assessed for applicability to the subject project area. Record information will not be employed as a substitute for field location methods unless it is determined to be the most appropriate method for depicting the utilities at the site. The depiction of utilities from records (ASCE 38-02 QLC or D) will be based on thorough field and office activities and shall be based on the most reliable indications of position available.



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We will field investigate wet and dry utility systems including storm drains, sanitary sewer, water, gas, electrical, communication, steam, hot water, chill water, force mains, and security systems shown on the record drawings that are included within the PROJECT EXTENTS. In addition, visible surface features and appurtenances of subsurface utilities found within the project area will be evaluated. Using appropriate surface geophysical methods, we will search for detectible indications of the location of anticipated subsurface utilities. Locations that can be validated will be marked or targeted using paint, flags, or other devices that are color-coded according to the APWA/ULCC Uniform Color Code.

Before leaving the project site, we will also search for unknown or undocumented utilities along one or more transects (sweeps) through the project area. If needed in the judgment of the field investigator, then transects will be made along intersecting grid lines throughout the project extents.

The field investigator will prepare sketched documentation of the utilities encountered and marked that will include their general location, orientation, type, and size, if known. Clarifying remarks and notes will also be included.

We will conduct location surveys, based on control points established for the topographic survey, of utility marks and surface features that relate to the utility systems to be mapped. We will extend the local control through the area of interest as needed. The data collected by survey will be downloaded, processed, and mapped in AutoCAD Civil 3D 2022. All mapped data will be correlated with the field documentation and existing record drawings to produce an enhanced representation of the existing utility systems. The drawing will be signed and sealed by a professional engineer licensed in Maryland. Digital mapping files in CAD format will be sent to the City along with a .pdf file.

#### **Engineering Grade Test Hole Services**

We will provide test hole services by air-vacuum or other minimally invasive methods at the locations described in the PROJECT EXTENTS. We will provide, directly or on a sub-contract basis, necessary personnel, equipment, supplies, management, and supervision needed for the test holes. We will prepare and process a permit application, notify Miss Utility of Maryland of the proposed excavation, and coordinate with the City, property owner, Miss Utility, and permitting agencies, as needed.

Test hole services include the set-up or final positioning over the target utility based on plan information provided by the City, excavation, measurement, and documentation of the horizontal and vertical position of the target structure. Test hole documentation will contain a general description of the target structure with condition, material, and general orientation noted as well as data on paving material and thickness and a generalized description of the material encountered in the test hole.



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A test hole data sheet will be prepared for each excavation or attempt. The sheets will include all field observations noted above as well as elevation data and horizontal positioning information. Horizontal positions will be provided by means of at least three (3) measured dimensions to existing site features. Elevation information will be determined through trigonometric or differential leveling referenced to benchmarks to be provided by City. Coordinated positions will also be determined by field survey and reported on the test hole data sheets. The test hole data sheets will be signed and sealed by a professional engineer or surveyor licensed in Maryland.

Test holes will be backfilled with excavated materials and compacted with a pneumatic tamper. Turf areas will be restored with the salvaged turf plug removed before the start of excavation. Pavement cuts will be restored using suitable patching material and methods. Except as otherwise stated herein, bituminous cold patch materials will be used to close each test hole repair in pavement.

### **Civil Engineering and Design Services – Phase 1 Only**

Our Services include developing Civil construction documents for the City of Brunswick Municipal Water Line for 6<sup>th</sup> Ave, from East H Street to East E Street (approximately 1080 linear feet). The civil CD Design will be specifically to replace in kind the existing water line network proposing the same sizes, valves, path, flowrates, and routes.

The following are the proposed design deliverables. With each design phase, a two week Client review period is included. Each design deliverable will included drawings and MasterSpec specifications. A review meeting, responses, and revisions due to comments are included in this proposal for each phase:

- 50% Design Development Documents
- 100% Design Documents
- IFC Documents

The following design standards will be used for this project:

- International Building Code
- International Plumbing Code
- National Fire Protection Agency (NFPA)
- Manual on Uniform Traffic Control Devices (MUTCD) Chapter 6
- City of Brunswick Standards Design Manual
- Frederick County Design Standards



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## Clarifications & Exclusions

- Owner responsible to insure all vehicles are removed (towing if required) from work area no later than 7am. Any locked gates or other impediments to the areas of work will be mitigated prior to the start of work
- No permits are required
- No utility relocation included unless stated above
- Precast inlet structures are not MD DOT approved
- Proposal does not include any unforeseen conditions and/or upgrading existing conditions to code compliance
- Proposal does not include any cost incurred due to adverse weather
- No Liquidated Damages
- No HAZMAT testing
- TMG will submit monthly payment requests at Net 30 terms
- Coordinating with any historic societies is excluded
- Electrical, mechanical, plumbing (other than the water lines), and fire protection engineering is not included
- Storm Water Management analysis and study is not included
- Relocation of above-ground appurtenances not associated with the water lines (i.e. light poles, signs, etc.) is not included
- As-build drawings are not included at this time, but can be provided as an additional service following construction.
- Easement Plat update or modifications to the current County mosaic and related work is not included.
- Erosion and Sediment Control design is not included
- Hydraulic water network modeling analysis and flowrate improvement studies are not included.
- It is assumed that the City will provide access to mechanical, electrical, and communication rooms and facilities that may be needed to investigate the existing subsurface utility systems thoroughly.
- Ground Penetrating Radar will not be the method used for locating services
- Unmaintained areas with vegetation greater than 24in in height will make the use of the proposed electro-magnetic detection methods of location impractical.

**CITY OF BRUNSWICK  
GENERAL FUND**

**FY2025 Budget**

**REVENUES**

Taxes	\$	6,303,700
Licenses, Permits, & Franchise Fees	\$	124,000
Intergovernmental	\$	1,869,513
Grants & Other Sources	\$	177,300
User Fees	\$	207,700
Utility Revenues	\$	462,450
Fines & Forfeitures	\$	15,300
Vehicle/Equipment Sale proceeds	\$	13,500
Miscellaneous Revenue	\$	448,700
Long Term Debt Proceeds	\$	-
<b>OPERATING REVENUE SUBTOTAL</b>	<b>\$</b>	<b>9,622,163</b>

Bonds/Loans	\$	-
Accumulated Reserves	\$	-
<b>BORROWING SUBTOTAL</b>	<b>\$</b>	<b>-</b>

**TOTAL GENERAL FUND REVENUES \$ 9,622,163**

**EXPENDITURES**

Mayor and Council	\$	130,660
Financial Administration	\$	1,099,023
Planning and Zoning	\$	734,830
Police	\$	2,775,385
Fire & Rescue Service	\$	45,000
Public Works	\$	2,588,870
Waste Collection and Disposal	\$	610,000
Parks	\$	56,500
Events	\$	156,615
Pool	\$	114,800
Campground	\$	27,300
Berlin Cemetery	\$	1,000
Economic Development	\$	89,770
MainStreet Program	\$	131,680
Community Development	\$	149,630
Contributions & Donations	\$	64,500
<b>OPERATING EXPENSES SUBTOTAL</b>	<b>\$</b>	<b>8,775,563</b>
Capital outlay - Transfers Out	\$	420,000
Debt service	\$	426,600

**TOTAL GENERAL FUND EXPENDITURES \$ 9,622,163**

**REVENUES OVER (UNDER) EXPENDITURES \$ -**

General Fund	Account Number	Description	FY2025 Budget Yr Req	Changes/Adj	FY24 Adopted Budget	FY23 Actuals	FY22 Actuals
	10-101-01-4002	Real Estate Taxes	\$4,446,200.00		\$4,060,300.00	\$3,686,245.88	\$3,297,796.09
	10-101-01-4004	Additions & Abatements	\$14,000.00		\$11,700.00	-\$14,229.30	-\$20,365.24
	10-101-01-4005	Penalty/Int-Delinquent Taxes	\$45,000.00		\$36,000.00	\$44,509.14	\$37,102.17
	10-101-01-4006	Discount Allowed on Taxes	-\$43,000.00		-\$42,000.00	-\$42,592.12	-\$38,666.98
	10-101-01-4008	Refunds on Real Estate Taxes	\$1,500.00		\$0.00	-\$1,666.80	-\$17.56
	10-101-01-4009	Homeowners Credit-Property Tax	\$8,000.00		\$7,000.00	\$8,066.66	\$9,229.42
	10-101-01-4010	Real Estate Taxes-Public UT	\$8,000.00		\$6,600.00	\$7,582.92	\$6,682.72
	10-102-01-4030	Income Taxes	\$1,655,000.00		\$1,500,000.00	\$1,555,170.29	\$1,366,079.03
	10-103-01-4040	Admission & Amusement Taxes	\$28,000.00		\$40,000.00	\$55,662.18	\$11,986.89
	10-103-01-4041	Public Utility Taxes	\$141,000.00		\$130,000.00	\$138,238.58	\$128,582.51
	10-105-02-4063	Profession&Occupation Licenses	\$9,000.00		\$9,000.00	\$8,144.76	\$9,332.18
	10-105-02-4064	Cable Television Franchise Fee	\$115,000.00		\$122,000.00	\$117,236.23	\$122,022.06
	10-110-03-4201	FEMA Grants	\$0.00		\$0.00	\$0.00	\$0.00
	10-110-03-4202	SHSP Homeland Security Grant	\$8,000.00		\$16,000.00	\$0.00	\$21,056.67
	10-110-03-4219	Miscellaneous Federal Grants	\$1,200.00		\$8,000.00	\$2,694.47	\$9,503.61
	10-111-03-4221	State Aid Police Protection	\$126,000.00		\$116,000.00	\$116,268.00	\$84,972.00
	10-111-03-4222	Other GOCCP Grants	\$23,000.00		\$23,500.00	\$38,131.09	\$3,647.44
	10-111-03-4225	SHA Enforcement Grants	\$0.00		\$0.00	\$0.00	\$0.00
	10-111-03-4230	Highway User Revenue	\$534,400.00		\$453,000.00	\$371,775.41	\$362,544.22
	10-111-03-4231	HUR Supplemental	\$0.00		\$0.00	\$0.00	\$0.00
	10-111-03-4235	Berlin Cemetary Rehab Grant	\$0.00		\$0.00	\$0.00	\$0.00
	10-111-03-4236	Heritage Museum Grant	\$0.00		\$0.00	\$46,250.00	\$0.00
	10-111-03-4240	Community Legacy Grants	\$0.00		\$81,000.00	\$0.00	\$0.00
	10-111-03-4245	CDBG Programs	\$0.00		\$0.00	\$0.00	\$0.00
	10-111-03-4261	Chesapeake Bay Trust	\$0.00		\$0.00	\$9,450.00	\$0.00
	10-111-03-4266	Emergency Management-StateDept	\$0.00		\$0.00	\$0.00	\$0.00
	10-111-03-4273	ARPA Grant	\$0.00		\$0.00	\$0.00	\$0.00
	10-112-03-4271	Tax Equity-Frederick County	\$1,335,113.00		\$1,243,300.00	\$113,288.50	\$54,794.53
	10-112-03-4274	County Financial Corp. Grant	\$1,100.00		\$1,100.00	\$1,215,166.00	\$1,135,261.00
	10-112-03-4275	County Alcohol/Tobacco Grant	\$0.00		\$0.00	\$0.00	\$1,103.17
	10-112-03-4276	Marijuana Educaton Reimb Grant	\$0.00		\$0.00	\$0.00	\$0.00
	10-112-03-4280	TRIPP Grant	\$0.00		\$0.00	\$0.00	\$0.00
	10-112-03-4289	Miscellaneous County Grants	\$0.00		\$0.00	\$0.00	\$0.00
	10-130-04-4340	Zoning Fees	\$15,000.00		\$15,000.00	\$11,375.00	\$24,975.00
	10-130-04-4341	Consulting Review Fee	\$0.00		\$0.00	\$2,150.00	\$600.00
	10-130-04-4342	Development Review Fee	\$25,000.00		\$45,000.00	\$48,512.00	\$49,035.00
	10-130-04-4344	Appeals Filing Fee	\$0.00		\$0.00	\$2,825.00	\$1,400.00
	10-130-04-4345	Reimbursements from Developers	\$0.00		\$0.00	\$0.00	\$0.00
	10-130-04-4401	Admin Svcs-Copies, Notary, Faxes	\$200.00		\$200.00	\$224.00	\$326.00

General Fund	Account Number	Description	FY2025 Budget Yr Req	Changes/Adj	FY24 Adopted Budget	FY23 Actuals	FY22 Actuals
	10-130-04-4403	NSF Check Fee	\$100.00		\$100.00	\$315.00	\$35.00
	10-132-04-4410	Police Reports	\$200.00		\$200.00	\$245.00	\$240.00
	10-134-04-4420	Parking Meter Collections	\$0.00		\$8,000.00	\$7,415.10	\$5,119.20
	10-134-04-4421	Parking Permits	\$0.00		\$0.00	\$0.00	\$0.00
	10-134-04-4423	Infrastructure Insurance Reimb	\$0.00		\$0.00	\$0.00	\$0.00
	10-134-04-4439	Inspection Fees	\$0.00		\$0.00	\$300.00	\$0.00
	10-140-04-4431	Interest-UT bills	\$0.00		\$0.00	\$43.78	\$43.90
	10-140-04-4436	Tipping Fees	\$443,250.00		\$400,700.00	\$353,484.71	\$305,884.49
	10-140-04-4437	Recycling/Bulk Trash/Compost	\$8,000.00		\$6,000.00	\$7,951.02	\$5,378.36
	10-140-04-4441	Settlement Charges	\$11,200.00		\$16,000.00	\$13,335.01	\$19,648.89
	10-140-04-4442	Refund-Utility Bills	\$0.00		\$0.00	\$0.00	\$0.00
	10-140-04-4443	Administrative UT Write-offs	\$0.00		\$0.00	\$0.00	\$0.00
	10-150-04-4505	Railroad Days Festival Revenue	\$35,000.00		\$14,000.00	\$8,727.86	\$7,550.00
	10-150-04-4506	Veterans Day Parade Revenue	\$1,400.00		\$1,400.00	\$1,405.00	\$1,185.00
	10-150-04-4507	Spring Festival Revenue	\$0.00		\$0.00	\$1,075.77	\$0.00
	10-150-04-4508	Pool Admissions	\$28,000.00		\$22,000.00	\$26,605.50	\$23,635.44
	10-150-04-4510	Pool Lessons	\$10,000.00		\$6,000.00	\$7,025.00	\$5,580.00
	10-150-04-4512	Pool Passes	\$15,500.00		\$15,000.00	\$15,000.00	\$16,147.50
	10-150-04-4513	Pool Rentals & Lease Payments	\$10,000.00		\$6,000.00	\$8,075.00	\$5,025.00
	10-150-04-4514	Campground Rentals & Lease	\$57,800.00		\$56,200.00	\$53,933.35	\$56,083.31
	10-150-04-4516	City Park Building Rental	\$9,500.00		\$7,000.00	\$9,480.00	\$4,780.00
	10-150-04-4517	City Park Building Deposits	\$0.00		\$0.00	\$0.00	\$0.00
	10-150-04-4519	July 4 Festival Revenue	\$0.00		\$0.00	\$0.00	\$545.00
	10-150-04-4520	Santa Train Rides Revenue	\$0.00		\$0.00	\$0.00	\$0.00
	10-160-05-4600	Property Abatements	\$5,000.00		\$5,000.00	\$9,186.74	\$5,158.66
	10-160-05-4605	Civil Citations	\$10,000.00		\$5,000.00	\$20,298.00	\$10,975.00
	10-160-05-4606	Confiscations	\$0.00		\$0.00	\$0.00	\$0.00
	10-160-05-4607	Parking Fines	\$300.00		\$700.00	\$485.00	\$250.00
	10-160-05-4610	Restitution	\$0.00		\$0.00	\$9.47	\$0.00
	10-170-06-4620	Interest-Investment	\$18,000.00		\$3,000.00	\$17,931.41	\$6,017.51
	10-170-06-4621	Interest-Bank	\$0.00		\$0.00	\$720.10	\$0.00
	10-171-06-4630	Rental Income	\$4,500.00		\$3,300.00	\$3,575.00	\$5,035.25
	10-171-06-4631	Rental Income-102 W Potomac St	\$65,000.00		\$62,800.00	\$66,280.70	\$25,784.92
	10-171-06-4632	Rental Income-610 9th Avenue	\$180,900.00		\$0.00	\$0.00	\$0.00
	10-172-06-4709	Misc.Grants/Donations-Non-Govt	\$0.00		\$500.00	\$8,075.00	\$1,940.00
	10-173-06-4650	Sale of Vehicle/Equipment	\$13,500.00		\$35,000.00	\$20,497.00	\$0.00
	10-173-06-4651	Sale of Lots/Land	\$0.00		\$0.00	\$0.00	\$0.00
	10-175-03-4700	US Postal Service Reimb	\$18,000.00		\$18,000.00	\$15,309.10	\$0.00
	10-175-06-4643	Scrap Metal-Public Works	\$700.00		\$500.00	\$746.72	\$2,320.90

General Fund	Account Number	Description	FY2025 Budget Yr Req	Changes/Adj	FY24 Adopted Budget	FY23 Actuals	FY22 Actuals
	10-175-06-4690	Cash Over/Under	\$0.00		\$0.00	\$0.00	\$0.00
	10-175-06-4692	Employee Paid Health Insurance	\$85,800.00		\$85,500.00	\$78,756.96	\$67,038.02
	10-175-06-4693	Refund-Unemployment Insurance	\$0.00		\$0.00	\$0.00	\$0.00
	10-175-06-4694	Discounts for Accounts Payable	\$0.00		\$0.00	\$0.00	\$0.00
	10-175-06-4697	Refunds & Rebates	\$89,300.00		\$54,500.00	\$93,106.74	\$210,596.15
	10-175-06-4698	Reimbursements	\$4,000.00		\$5,000.00	\$7,033.11	\$29,688.93
	10-175-06-4699	Miscellaneous Revenue	\$500.00		\$1,000.00	\$1,955.87	\$1,730.01
	10-175-06-4701	State Retirement Credit	\$0.00		\$0.00	\$0.00	\$0.00
	10-175-08-5106	Budgeted Use of Reserves	\$0.00		\$0.00	\$0.00	\$0.00
	10-190-07-5000	Proceeds from New Debt	\$0.00		\$0.00	\$325,015.42	\$0.00
		<b>Total Revenues</b>	<b>\$9,622,163.00</b>				
	<b>Mayor &amp; Council</b>						
	10-501-10-6000	Salaries	\$31,200.00		\$31,200.00	\$31,200.00	\$31,200.00
	10-501-10-6020	Social Security	\$2,000.00		\$2,000.00	\$1,934.40	\$1,934.40
	10-501-10-6021	Medicare	\$500.00		\$500.00	\$452.40	\$452.40
	10-501-10-6025	Pension Expense	\$4,800.00		\$4,700.00	\$3,773.56	\$3,689.80
	10-501-10-6030	Workers Compensation	\$410.00		\$400.00	\$328.00	\$194.22
	10-501-10-6101	Legal Fees	\$0.00		\$0.00	\$3,943.50	\$20,604.50
	10-501-10-6104	Consultant Fees	\$0.00		\$0.00	\$0.00	\$1,200.00
	10-501-10-6109	Dues & Subscriptions	\$9,000.00		\$8,000.00	\$7,896.95	\$13,605.01
	10-501-10-6112	Annual Service Contracts	\$0.00		\$0.00	\$2,030.00	\$0.00
	10-501-10-6114	Insurance-Liability,Auto,Prop.	\$20,000.00		\$20,000.00	\$8,022.00	\$12,658.00
	10-501-10-6120	Office Supplies	\$0.00		\$200.00	\$13.77	\$9.67
	10-501-10-6121	Operating Expense	\$4,000.00		\$3,000.00	\$4,967.98	\$6,085.56
	10-501-10-6122	Wireless Phones & Data	\$0.00		\$0.00	\$0.00	\$364.91
	10-501-10-6125	Postage	\$0.00		\$0.00	\$0.00	\$0.00
	10-501-10-6132	Training & Seminars	\$9,000.00		\$6,000.00	\$5,247.14	\$6,152.48
	10-501-10-6133	Travel & Meals	\$0.00		\$0.00	\$577.18	\$1,512.78
	10-501-10-6137	Senior Center Vehicle Fuel	\$0.00		\$100.00	\$0.00	\$0.00
	10-501-10-6138	Water Utility Expense	\$25,000.00		\$14,000.00	\$15,233.36	\$725.21
	10-501-10-6143	Employee Awards	\$9,000.00		\$3,500.00	\$3,052.55	\$2,844.70
	10-501-10-6300	Information Technology	\$1,000.00		\$2,000.00	\$4,500.00	\$218.98
	10-501-10-6301	IT Network Admin Consultant	\$2,500.00		\$2,500.00	\$2,908.30	\$2,845.27
	10-501-10-6603	Cleaning Services	\$7,000.00		\$7,000.00	\$6,000.00	\$6,000.00
	10-501-10-6805	Election Expenses	\$0.00		\$800.00	\$2,795.00	\$3,470.50
	10-501-10-6806	Holiday&Halloween Contest	\$1,000.00		\$0.00	\$0.00	\$100.00
	10-501-10-6813	Civic Contrib&Comm Youth Progr	\$8,000.00		\$4,500.00	\$5,600.02	\$0.00
	10-501-10-6814	Youth Advisory Council	\$0.00		\$2,500.00	\$1,750.00	\$0.00
	10-501-10-6815	Senior Center	\$5,000.00		\$5,000.00	\$5,464.11	\$0.00





General Fund	Account Number	Description	FY2025 Budget Yr Req	Changes/Adj	FY24 Adopted Budget	FY23 Actuals	FY22 Actuals
	10-507-10-6050	Accrued Leave	\$0.00		\$0.00	\$0.00	\$0.00
	10-507-10-6100	Advertising & Printing	\$1,000.00		\$1,000.00	\$1,590.67	\$264.00
	10-507-10-6101	Legal Fees	\$0.00		\$0.00	\$12,133.00	\$1,180.50
	10-507-10-6104	Consultant Fees	\$50,000.00		\$10,000.00	\$139,640.32	\$0.00
	10-507-10-6109	Dues & Subscriptions	\$1,000.00		\$1,000.00	\$867.14	\$538.00
	10-507-10-6112	Annual Service Contracts	\$19,300.00		\$5,000.00	\$5,177.02	\$6,280.58
	10-507-10-6114	Insurance-Liability,Auto,Prop.	\$2,400.00		\$1,100.00	\$1,002.00	\$915.00
	10-507-10-6120	Office Supplies	\$3,000.00		\$11,000.00	\$1,377.42	\$95.40
	10-507-10-6121	Operating Expense	\$2,500.00		\$1,000.00	\$2,488.70	\$367.42
	10-507-10-6122	Wireless Phones & Data	\$4,500.00		\$3,000.00	\$3,158.74	\$3,004.05
	10-507-10-6124	Physical Exams & Drug Testing	\$500.00		\$300.00	\$196.00	\$96.00
	10-507-10-6125	Postage	\$0.00		\$0.00	\$0.00	\$0.00
	10-507-10-6129	Safety Program	\$200.00		\$200.00	\$147.90	\$79.63
	10-507-10-6130	Telephones & Internet	\$4,500.00		\$2,500.00	\$2,890.67	\$1,830.36
	10-507-10-6132	Training & Seminars	\$2,000.00		\$2,000.00	\$1,740.99	\$0.00
	10-507-10-6133	Travel & Meals	\$0.00		\$150.00	\$13.00	\$6.00
	10-507-10-6135	Uniforms	\$500.00		\$2,100.00	\$1,779.32	\$1,966.89
	10-507-10-6136	Utilities	\$12,000.00		\$7,000.00	\$1,503.23	\$1,979.00
	10-507-10-6137	Vehicle Fuel	\$750.00		\$500.00	\$385.97	\$415.71
	10-507-10-6138	Water Utility Expense	\$2,500.00		\$2,500.00	\$1,723.58	\$519.55
	10-507-10-6300	Information Technology	\$5,000.00		\$5,000.00	\$906.58	\$4,446.13
	10-507-10-6301	IT Network Admin Consultant	\$7,500.00		\$4,000.00	\$5,715.04	\$5,773.09
	10-507-10-6416	Maint. & Repair-Equipment	\$0.00		\$0.00	\$0.00	\$0.00
	10-507-10-6417	Maint. & Repair-Vehicles	\$0.00		\$0.00	\$0.00	\$0.00
	10-507-10-6418	Maint. & Repair-Building	\$0.00		\$0.00	\$1,840.00	\$1,854.00
	10-507-10-6425	2018 FEMA Flooding	\$0.00		\$0.00	\$0.00	\$0.00
	10-507-10-6603	Cleaning Services	\$4,500.00		\$4,200.00	\$8,400.00	\$8,400.00
	10-507-10-6870	Board of Appeals Honoraria	\$200.00		\$0.00	\$90.00	\$45.00
	10-507-10-8001	Project Outlay	\$0.00		\$0.00	\$27,546.35	\$0.00
	<b>Police Department</b>						
	10-520-11-6000	Salaries	\$1,576,160.00		\$1,503,800.00	\$1,283,916.58	\$1,082,189.33
	10-520-11-6001	Salaries Overtime-Regular	\$15,000.00		\$10,000.00	\$7,483.09	\$8,205.95
	10-520-11-6002	Salaries Overtime-Court	\$8,000.00		\$8,000.00	\$6,341.43	\$4,630.05
	10-520-11-6003	Salaries Overtime-Grant	\$12,000.00		\$12,000.00	\$10,941.73	\$11,072.70
	10-520-11-6004	Salaries Overtime-Event	\$2,500.00		\$0.00	\$0.00	\$0.00
	10-520-11-6006	Salaries Shift Differential	\$10,400.00		\$10,400.00	\$7,026.33	\$6,664.49
	10-520-11-6014	Salaries-Holiday Premium	\$32,500.00		\$31,800.00	\$22,357.43	\$10,980.54
	10-520-11-6016	Salaries Transferred In	\$0.00		\$0.00	\$0.00	\$0.00

General Fund	Account Number	Description	FY2025 Budget Yr Req	Changes/Adj	FY24 Adopted Budget	FY23 Actuals	FY22 Actuals
	10-520-11-6017	Salaries Transferred Out	\$0.00		\$0.00	\$0.00	\$0.00
	10-520-11-6018	Salaries- K-9	\$0.00		\$0.00	\$0.00	\$0.00
	10-520-11-6020	Social Security	\$94,875.00		\$93,300.00	\$81,653.42	\$68,633.61
	10-520-11-6021	Medicare	\$22,200.00		\$21,900.00	\$19,096.24	\$16,051.80
	10-520-11-6022	Health,Dental,&Vision Premiums	\$327,200.00		\$311,000.00	\$285,244.36	\$220,071.85
	10-520-11-6025	Pension Expense	\$185,800.00		\$173,500.00	\$117,154.04	\$102,639.12
	10-520-11-6026	Life Insurance-ER Paid	\$1,100.00		\$1,100.00	\$882.28	\$863.45
	10-520-11-6028	Clothing & Shoe Allowance	\$13,500.00		\$13,500.00	\$11,250.00	\$11,500.00
	10-520-11-6030	Workers Compensation	\$150,600.00		\$137,900.00	\$101,216.00	\$54,354.44
	10-520-11-6031	Post Employment Charges	\$0.00		\$0.00	\$0.00	\$0.00
	10-520-11-6050	Accrued Leave	\$0.00		\$0.00	\$0.00	\$0.00
	10-520-11-6055	Employee Tuition Reimbursement	\$0.00		\$1,000.00	\$0.00	-\$1,000.00
	10-520-11-6100	Advertising & Printing	\$1,000.00		\$1,000.00	\$335.91	\$599.90
	10-520-11-6101	Legal Fees	\$0.00		\$0.00	\$390.00	\$531.00
	10-520-11-6104	Consultant Fees	\$12,350.00		\$12,000.00	\$37,171.70	\$20,172.00
	10-520-11-6109	Dues & Subscriptions	\$2,500.00		\$2,500.00	\$2,037.00	\$2,239.00
	10-520-11-6112	Annual Service Contracts	\$5,000.00		\$5,000.00	\$3,868.65	\$1,220.32
	10-520-11-6114	Insurance-Liability,Auto,Prop.	\$39,000.00		\$30,000.00	\$27,343.00	\$25,423.00
	10-520-11-6120	Office Supplies	\$1,500.00		\$1,500.00	\$823.52	\$2,063.51
	10-520-11-6121	Operating Expense	\$2,800.00		\$1,100.00	\$378.00	\$466.22
	10-520-11-6122	Wireless Phones & Data	\$11,000.00		\$11,000.00	\$11,437.73	\$9,535.93
	10-520-11-6123	Parts & Supplies	\$0.00		\$0.00	\$0.00	\$0.00
	10-520-11-6124	Physical Exams & Drug Testing	\$5,500.00		\$3,000.00	\$3,812.00	\$2,128.75
	10-520-11-6129	Safety Program	\$2,000.00		\$2,000.00	\$808.56	\$365.26
	10-520-11-6130	Telephones & Internet	\$14,000.00		\$14,000.00	\$12,769.81	\$12,256.62
	10-520-11-6131	Tools & Small Equipment	\$25,000.00		\$24,500.00	\$8,557.19	\$725.52
	10-520-11-6132	Training & Seminars	\$9,000.00		\$9,000.00	\$3,551.05	\$1,984.44
	10-520-11-6135	Uniforms	\$9,000.00		\$7,000.00	\$6,661.96	\$4,120.82
	10-520-11-6136	Utilities	\$30,000.00		\$30,000.00	\$3,233.46	\$3,622.79
	10-520-11-6137	Vehicle Fuel	\$60,000.00		\$56,000.00	\$52,963.46	\$51,873.01
	10-520-11-6138	Water Utility Expense	\$5,000.00		\$5,000.00	\$3,559.83	\$1,170.68
	10-520-11-6139	Contract Labor	\$0.00		\$0.00	\$0.00	\$0.00
	10-520-11-6300	Information Technology	\$1,000.00		\$1,000.00	\$2,318.92	\$851.52
	10-520-11-6301	IT Network Admin Consultant	\$2,600.00		\$2,600.00	\$1,754.93	\$2,283.13
	10-520-11-6416	Maint. & Repair-Equipment	\$2,200.00		\$1,300.00	\$690.00	\$660.00
	10-520-11-6417	Maint. & Repair-Vehicles	\$0.00		\$0.00	\$513.60	\$700.74
	10-520-11-6418	Maint. & Repair-Building	\$0.00		\$0.00	\$5,225.50	\$627.11
	10-520-11-6503	IT Fees - Frederick County	\$36,750.00		\$35,000.00	\$25,793.50	\$18,178.00
	10-520-11-6540	Investigations	\$4,500.00		\$1,000.00	\$139.76	\$356.09

General Fund	Account Number	Description	FY2025 Budget Yr Req	Changes/Adj	FY24 Adopted Budget	FY23 Actuals	FY22 Actuals	
	10-520-11-6542	K9 Expense	\$9,750.00		\$9,100.00	\$8,953.18	\$6,275.01	
	10-520-11-6544	Safety Equipment & Firearms	\$10,000.00		\$10,000.00	\$8,531.40	\$2,777.15	
	10-520-11-6545	Bullet Proof Vests	\$5,000.00		\$3,500.00	\$7,437.21	\$3,773.26	
	10-520-11-6546	Less Lethal Equipment	\$10,000.00		\$9,000.00	\$6,730.09	\$0.00	
	10-520-11-6603	Cleaning Services	\$7,100.00		\$8,400.00	\$8,650.00	\$8,400.00	
	10-520-11-8001	Project Outlay	\$0.00		\$0.00	\$101,819.41	\$0.00	
	10-520-19-6200	Operating Grant Expenses	\$0.00		\$0.00	\$13,019.31	\$17,222.68	
	10-521-11-6138	Water Utility Expense	\$15,000.00		\$15,000.00	\$14,941.55	\$15,359.15	
	10-521-11-6570	Ambulance Company Contribution	\$15,000.00		\$15,000.00	\$15,000.00	\$15,000.00	
	10-521-11-6571	Fire Company Contribution	\$15,000.00		\$15,000.00	\$15,000.00	\$15,000.00	
	<b>Public Works Department</b>							
	10-530-12-6000	Salaries	\$1,110,850.00		\$1,003,200.00	\$892,780.72	\$826,690.11	
	10-530-12-6001	Salaries Overtime-Regular	\$6,000.00		\$4,000.00	\$3,562.13	\$4,326.61	
	10-530-12-6004	Salaries Overtime-Event	\$0.00		\$0.00	\$0.00	\$0.00	
	10-530-12-6005	Salaries Overtime-Snow Removal	\$9,000.00		\$9,000.00	\$587.59	\$6,510.75	
	10-530-12-6014	Salaries-Holiday Premium	\$0.00		\$0.00	\$0.00	\$0.00	
	10-530-12-6016	Salaries Transferred In	\$0.00		\$0.00	\$0.00	\$0.00	
	10-530-12-6020	Social Security	\$67,000.00		\$62,200.00	\$53,494.24	\$50,175.82	
	10-530-12-6021	Medicare	\$16,000.00		\$14,600.00	\$12,510.71	\$11,734.61	
	10-530-12-6022	Health,Dental,&Vision Premiums	\$363,500.00		\$345,500.00	\$318,516.65	\$270,255.69	
	10-530-12-6023	Fringe Benefits Transferred In	\$0.00		\$0.00	\$0.00	\$0.00	
	10-530-12-6024	Fringe Benefits Transferred Out	\$0.00		\$0.00	\$0.00	\$0.00	
	10-530-12-6025	Pension Expense	\$149,000.00		\$132,600.00	\$99,580.40	\$85,720.04	
	10-530-12-6026	Life Insurance-ER Paid	\$900.00		\$900.00	\$750.43	\$759.82	
	10-530-12-6028	Clothing & Shoe Allowance	\$10,000.00		\$1,700.00	\$1,549.03	\$1,689.99	
	10-530-12-6030	Workers Compensation	\$95,300.00		\$87,200.00	\$72,413.00	\$37,572.91	
	10-530-12-6031	Post Employment Charges	\$0.00		\$0.00	\$0.00	\$0.00	
	10-530-12-6050	Accrued Leave	\$0.00		\$0.00	\$0.00	\$0.00	
	10-530-12-6100	Advertising & Printing	\$1,300.00		\$1,300.00	\$0.00	\$1,087.82	
	10-530-12-6101	Legal Fees	\$0.00		\$0.00	\$0.00	\$0.00	
	10-530-12-6102	Cleaning Supplies	\$500.00		\$2,000.00	\$4,576.84	\$3,807.40	
	10-530-12-6104	Consultant Fees	\$78,000.00		\$0.00	\$0.00	\$0.00	
	10-530-12-6109	Dues & Subscriptions	\$200.00		\$100.00	\$425.10	\$0.00	
	10-530-12-6112	Annual Service Contracts	\$73,100.00		\$6,400.00	\$6,862.28	\$1,288.69	
	10-530-12-6114	Insurance-Liability,Auto,Prop.	\$21,000.00		\$21,000.00	\$19,012.50	\$15,760.00	
	10-530-12-6120	Office Supplies	\$3,000.00		\$3,000.00	\$2,116.80	\$1,131.08	
	10-530-12-6121	Operating Expense	\$500.00		\$1,500.00	\$769.94	\$1,728.28	
	10-530-12-6122	Wireless Phones & Data	\$15,000.00		\$15,000.00	\$16,230.86	\$13,567.88	



General Fund	Account Number	Description	FY2025 Budget Yr Req	Changes/Adj	FY24 Adopted Budget	FY23 Actuals	FY22 Actuals
	10-531-12-6702	Tipping Charges	\$225,000.00		\$222,700.00	\$230,087.67	\$208,391.98
<b>Parks</b>							
	10-540-18-6101	Legal Fees	\$0.00		\$0.00	\$0.00	\$0.00
	10-540-18-6114	Insurance-Liability,Auto,Prop.	\$3,000.00		\$3,000.00	\$2,170.00	\$1,998.00
	10-540-18-6121	Operating Expense	\$500.00		\$500.00	\$30,764.95	\$32,101.08
	10-540-18-6123	Parts & Supplies	\$15,000.00		\$9,000.00	\$13,148.09	\$6,928.81
	10-540-18-6136	Utilities	\$5,000.00		\$5,000.00	\$7,077.73	\$5,917.60
	10-540-18-6416	Maint. & Repair-Equipment	\$4,000.00		\$4,000.00	\$999.66	\$4,708.57
	10-540-18-6421	Berlin Cemetery	\$1,000.00		\$3,000.00	\$491.00	\$0.00
	10-540-18-6603	Cleaning Services	\$12,000.00		\$12,000.00	\$12,000.00	\$12,000.00
	10-540-18-6822	Park & Recreation Committee	\$0.00		\$0.00	\$0.00	\$0.00
	10-540-18-7001	Park Renewal	\$15,000.00		\$50,000.00	\$62,430.01	\$19,729.46
	10-540-18-7002	CityPark Building Improvements	\$2,000.00		\$1,000.00	\$8,984.00	\$0.00
	10-540-18-7003	Rivers Edge Trail Project	\$0.00		\$0.00	\$0.00	\$23,500.00
	10-540-19-8000	Rivers Edge Trail Phasell-ARPA	\$0.00		\$0.00	\$0.00	\$0.00
<b>Events</b>							
	10-541-18-6000	Salaries	\$29,870.00		\$24,600.00	\$23,698.50	\$21,948.53
	10-541-18-6001	Salaries Overtime-Regular	\$1,000.00		\$1,000.00	\$0.00	\$0.00
	10-541-18-6020	Social Security	\$1,800.00		\$1,600.00	\$1,465.26	\$1,421.32
	10-541-18-6021	Medicare	\$425.00		\$400.00	\$342.77	\$332.42
	10-541-18-6022	Health,Dental,&Vision Premiums	\$5,470.00		\$5,200.00	\$5,096.49	\$4,876.86
	10-541-18-6025	Pension Expense	\$3,500.00		\$2,800.00	\$2,473.52	\$2,294.44
	10-541-18-6026	Life Insurance-ER Paid	\$100.00		\$100.00	\$21.00	\$21.00
	10-541-18-6030	Workers Compensation	\$100.00		\$100.00	\$70.00	\$859.03
	10-541-18-6100	Advertising & Printing	\$0.00		\$0.00	\$0.00	\$0.00
	10-541-18-6104	Consultant Fees	\$6,000.00		\$6,000.00	\$6,125.00	\$6,000.00
	10-541-18-6109	Dues & Subscriptions	\$250.00		\$200.00	\$0.00	\$0.00
	10-541-18-6121	Operating Expense	\$0.00		\$0.00	\$76.00	\$0.00
	10-541-18-6136	Utilities	\$0.00		\$0.00	\$0.00	\$4.60
	10-541-18-7031	July 4th Events	\$11,000.00		\$9,000.00	\$9,000.00	\$8,500.00
	10-541-18-7032	Publicity for Events	\$1,000.00		\$0.00	\$0.00	\$0.00
	10-541-18-7033	Railroad Days Festival	\$38,000.00		\$38,000.00	\$38,184.65	\$33,952.60
	10-541-18-7035	Veterans Day Parade	\$16,000.00		\$16,000.00	\$16,392.91	\$12,768.87
	10-541-18-7036	Volunteers - Events	\$0.00		\$0.00	\$0.00	\$0.00
	10-541-18-7039	Miscellaneous Event Expenses	\$7,800.00		\$20,000.00	\$23,132.52	\$13,138.98
	10-541-18-7040	RR Days POS Grant Expenses	\$0.00		\$0.00	\$0.00	\$0.00
	10-541-18-7041	Hometown Holidays	\$17,500.00		\$0.00	\$0.00	\$0.00

General Fund	Account Number	Description	FY2025 Budget Yr Req	Changes/Adj	FY24 Adopted Budget	FY23 Actuals	FY22 Actuals
	10-541-18-7042	Spring Festival	\$15,800.00		\$0.00	\$0.00	\$0.00
	10-541-18-7043	Holiday&Halloween Contest	\$1,000.00		\$0.00	\$0.00	\$0.00
	10-541-18-8001	Project Outlay	\$0.00		\$0.00	\$0.00	\$0.00
<b>Swimming Pool</b>							
	10-543-18-6114	Insurance-Liability,Auto,Prop.	\$600.00		\$600.00	\$719.00	\$655.00
	10-543-18-6121	Operating Expense	\$98,000.00		\$90,000.00	\$89,177.81	\$84,961.44
	10-543-18-6123	Parts & Supplies	\$1,000.00		\$1,000.00	\$2,719.55	\$2,325.83
	10-543-18-6129	Safety Program	\$0.00		\$0.00	\$0.00	\$0.00
	10-543-18-6130	Telephones & Internet	\$1,200.00		\$1,000.00	\$1,190.64	\$1,051.29
	10-543-18-6136	Utilities	\$4,000.00		\$5,000.00	\$3,610.62	\$3,911.24
	10-543-18-6138	Water Utility Expense	\$10,000.00		\$8,000.00	\$9,307.29	\$7,975.87
<b>Campground</b>							
	10-545-18-6114	Insurance-Liability,Auto,Prop.	\$800.00		\$800.00	\$624.00	\$544.00
	10-545-18-6121	Operating Expense	\$2,000.00		\$2,000.00	\$601.00	\$1,920.00
	10-545-18-6123	Parts & Supplies	\$1,500.00		\$1,500.00	\$1,241.38	\$1,096.59
	10-545-18-6129	Safety Program	\$0.00		\$0.00	\$8.80	\$12.83
	10-545-18-6130	Telephones & Internet	\$0.00		\$0.00	\$0.00	\$0.00
	10-545-18-6136	Utilities	\$18,000.00		\$14,000.00	\$15,807.58	\$18,306.86
	10-545-18-6301	IT Network Admin Consultant	\$0.00		\$700.00	\$174.02	\$645.48
	10-545-18-7071	Campground General Maintenance	\$5,000.00		\$6,000.00	\$3,902.26	\$1,267.03
	10-545-19-6200	Operating Grant Expenses	\$0.00		\$0.00	\$0.00	\$0.00
<b>Economic Development</b>							
	10-560-16-6000	Salaries	\$19,570.00		\$18,400.00	\$10,015.46	\$0.00
	10-560-16-6020	Social Security	\$1,200.00		\$1,200.00	\$620.98	\$0.00
	10-560-16-6021	Medicare	\$300.00		\$300.00	\$145.26	\$0.00
	10-560-16-6022	Health,Dental,&Vision Premiums	\$3,700.00		\$3,500.00	\$0.00	\$0.00
	10-560-16-6025	Pension Expense	\$2,300.00		\$2,100.00	\$0.00	\$0.00
	10-560-16-6026	Life Insurance-ER Paid	\$100.00		\$100.00	\$2.37	\$0.00
	10-560-16-6030	Workers Compensation	\$100.00		\$100.00	\$0.00	\$0.00
	10-560-16-6100	Advertising & Printing	\$2,500.00		\$5,000.00	\$48.00	\$0.00
	10-560-16-6104	Consultant Fees	\$0.00		\$0.00	\$0.00	\$0.00
	10-560-16-6120	Office Supplies	\$0.00		\$0.00	\$0.00	\$0.00
	10-560-16-6122	Wireless Phones & Data	\$0.00		\$0.00	\$0.00	\$0.00
	10-560-16-6905	Economic Developmnt Commission	\$10,000.00		\$1,000.00	\$162.06	\$654.60
	10-560-16-6906	Community Legacy Expenditures	\$0.00		\$0.00	\$0.00	\$0.00
	10-560-16-6907	Grants Miscellaneous	\$0.00		\$0.00	\$0.00	\$0.00

General Fund	Account Number	Description	FY2025 Budget Yr Req	Changes/Adj	FY24 Adopted Budget	FY23 Actuals	FY22 Actuals
	10-560-16-6908	TRIPP Grant Expenses	\$0.00		\$5,000.00	\$0.00	\$0.00
	10-560-16-6909	CDBG Grant Expenditures	\$0.00		\$0.00	\$0.00	\$0.00
	10-560-16-6910	Building Blocks Grant Expenses	\$50,000.00		\$100,000.00	\$0.00	\$0.00
	10-560-16-7036	Volunteers - Events	\$0.00		\$0.00	\$0.00	\$0.00
	10-560-16-7039	Misc Event Expenses	\$0.00		\$0.00	\$0.00	\$0.00
	10-560-19-6201	Smoketown/Cannon Parking-Fence	\$0.00		\$81,000.00	\$0.00	\$0.00
	10-560-19-6202	Smoketown/Cannon Parking-ARPA	\$0.00		\$0.00	\$0.00	\$0.00
		<b>Main Street</b>					
	10-562-10-6818	Main Street Donation	\$5,000.00		\$5,000.00	\$5,000.00	\$0.00
	10-562-10-6822	Arts&Entertainment Donation	\$0.00		\$0.00	\$0.00	\$10,000.00
	10-562-16-6000	Salaries	\$78,480.00		\$70,000.00	\$65,908.80	\$65,048.00
	10-562-16-6020	Social Security	\$4,700.00		\$4,400.00	\$3,872.19	\$3,830.48
	10-562-16-6021	Medicare	\$1,100.00		\$1,100.00	\$905.50	\$895.43
	10-562-16-6022	Health,Dental,&Vision Premiums	\$32,600.00		\$31,000.00	\$29,956.74	\$28,547.12
	10-562-16-6025	Pension Expense	\$9,400.00		\$8,200.00	\$6,966.00	\$6,475.00
	10-562-16-6026	Life Insurance-ER Paid	\$100.00		\$100.00	\$65.20	\$52.56
	10-562-16-6030	Workers Compensation	\$300.00		\$300.00	\$198.00	\$112.39
	10-562-16-6100	Advertising & Printing	\$0.00		\$100.00	\$0.00	\$0.00
	10-562-16-6104	Consultant Fees	\$0.00		\$0.00	\$0.00	\$0.00
	10-562-16-6125	Postage	\$0.00		\$0.00	\$0.00	\$0.00
	10-562-16-7039	Misc Event Expenses	\$0.00		\$4,000.00	\$0.00	\$0.00
	10-562-19-6201	MainStreet Revitalization-ARPA	\$0.00		\$0.00	\$61,265.53	\$0.00
		<b>Community Development</b>					
	10-563-16-6000	Salaries	\$103,000.00		\$0.00	\$0.00	\$0.00
	10-563-16-6001	Salaries - OT	\$0.00		\$0.00	\$0.00	\$0.00
	10-563-16-6020	Social Security	\$6,200.00		\$0.00	\$0.00	\$0.00
	10-563-16-6021	Medicare	\$1,450.00		\$0.00	\$0.00	\$0.00
	10-563-16-6022	Health, Dental, & Vision	\$4,000.00		\$0.00	\$0.00	\$0.00
	10-563-16-6025	Pension Expense	\$12,280.00		\$0.00	\$0.00	\$0.00
	10-563-16-6030	Workers Comp	\$1,600.00		\$0.00	\$0.00	\$0.00
	10-563-16-6100	Advertising & Printing	\$1,000.00		\$0.00	\$0.00	\$0.00
	10-563-16-6104	Consultant Fees	\$500.00		\$0.00	\$0.00	\$0.00
	10-563-16-6109	Dues&Subscriptions	\$2,000.00		\$0.00	\$0.00	\$0.00
	10-563-16-6112	Annual Service Contracts	\$4,000.00		\$0.00	\$0.00	\$0.00
	10-563-16-6120	Office Supplies	\$2,000.00		\$0.00	\$0.00	\$0.00
	10-563-16-6121	Operating Expenses	\$3,000.00		\$0.00	\$0.00	\$0.00
	10-563-16-6124	Physical Exams&Drug Test.	\$100.00		\$0.00	\$0.00	\$0.00

General Fund	Account Number	Description	FY2025 Budget Yr Req	Changes/Adj	FY24 Adopted Budget	FY23 Actuals	FY22 Actuals
	10-563-16-6129	Safety Program	\$500.00		\$0.00	\$0.00	\$0.00
	10-563-16-6132	Training & Seminars	\$4,000.00		\$0.00	\$0.00	\$0.00
	10-563-16-6300	Information Technology	\$0.00		\$0.00	\$0.00	\$0.00
	10-563-16-6301	IT Network Admin Consult.	\$4,000.00		\$0.00	\$0.00	\$0.00
		<b>Debt Service</b>					
	10-570-50-9000	Debt Service	\$0.00		\$0.00	\$0.00	\$0.00
	10-570-50-9001	Debt Service-City Hall	\$35,000.00		\$40,000.00	\$42,451.06	\$41,986.74
	10-570-50-9002	Debt Service-Police	\$58,600.00		\$60,000.00	\$59,345.84	\$33,954.04
	10-570-50-9003	Debt Service-Public Works	\$99,000.00		\$170,000.00	\$161,871.83	\$137,086.58
	10-570-50-9004	Debt Service-Infrastructure	\$225,000.00		\$85,000.00	\$83,667.82	\$82,366.83
	10-570-50-9005	Debt Service-Planning & Zoning	\$9,000.00		\$10,000.00	\$9,339.10	\$10,286.49
		<b>Transfers</b>					
	10-600-08-9503	Transfer to Capital Projects	\$420,000.00		\$315,800.00	\$957,000.00	\$2,574,545.00
		<b>Total Expenses</b>	<b>\$9,622,163.00</b>				
		<b>Revenues - Expenses</b>	<b>\$0.00</b>				





Capital Fund	Account Number	Description	FY2025 Budget Yr Req	Changes/Adj	FY24 Adopted Budget	FY23 Actuals	FY22 Actuals
	30-530-12-8315	MS4 Implementation Project	\$20,000.00		\$65,000.00	\$35,321.75	\$135.00
	30-530-12-8331	13th Ave Pole Barn Project	\$0.00		\$0.00	\$0.00	\$0.00
	30-530-12-8332	811 W Potomac St Project	\$0.00		\$0.00	\$619,594.09	\$2,276,524.60
	30-530-12-8335	811 Additional Items	\$0.00		\$150,000.00	\$0.00	\$0.00
	30-530-12-8441	Medical Center-BldgImprovement	\$0.00		\$0.00	\$0.00	\$0.00
	30-530-19-8328	West B St StormWater Pipe-ARPA	\$0.00		\$0.00	\$112,172.00	\$0.00
	30-530-19-8329	DelawareAv StrmWater Pipe-ARPA	\$0.00		\$0.00	\$156,060.00	\$0.00
	30-530-19-8330	Sidewalks-ARPA	\$0.00		\$0.00	\$85,362.28	\$0.00
	30-530-19-8331	ADA Sidewalks-Maple Ave-CDBG	\$0.00		\$0.00	\$0.00	\$0.00
	30-530-19-8333	StormwaterMgmt-Pond&RainGarden	\$0.00		\$0.00	\$0.00	\$0.00
	30-530-19-8341	Paving-ARPA	\$0.00		\$0.00	\$0.00	\$0.00
	30-530-19-8342	Concrete Crushing Sports-ARPA	\$0.00		\$0.00	\$0.00	\$0.00
	30-540-18-8500	Park Improvement Projects	\$0.00		\$0.00	\$0.00	\$0.00
	30-540-18-8501	Sports Complex Improvements	\$0.00		\$0.00	\$0.00	\$0.00
	30-540-18-8513	CityPark Building Improvements	\$0.00		\$0.00	\$2,401.50	\$93,090.02
	30-540-18-8516	B&O Park-Bond	\$0.00		\$0.00	\$0.00	\$60,808.57
	30-540-18-8517	Sports Complex-Bond	\$0.00		\$0.00	\$0.00	\$0.00
	30-540-18-8519	WTRI Building-13th Ave-Bond	\$0.00		\$0.00	\$0.00	\$0.00
	30-540-19-8513	Playground Equipment	\$0.00		\$75,000.00	\$0.00	\$0.00
	30-540-19-8519	WTRI Building-13th Ave-POS	\$0.00		\$0.00	\$0.00	\$555,362.20
	30-540-19-8521	B&O Park	\$0.00		\$0.00	\$19,250.00	\$0.00
	30-540-19-8522	B&O Park-LPPI	\$0.00		\$0.00	\$0.00	\$0.00
	30-540-19-8523	City Park Bldg Impr-LPPI	\$0.00		\$0.00	\$0.00	\$0.00
	30-540-19-8524	Sports Complex-Design-ARPA	\$0.00		\$0.00	\$0.00	\$0.00
	30-540-19-8525	Sports Complex-Topsoil-ARPA	\$0.00		\$0.00	\$0.00	\$0.00
	30-540-19-8526	Pickleball Court-POS Grant	\$0.00		\$0.00	\$0.00	\$0.00
	30-543-18-8551	Swimming Pool Improvements	\$0.00		\$0.00	\$0.00	\$0.00
		<b>Total Expenses</b>	<b>\$420,000.00</b>			<b>\$8,089.54</b>	<b>\$0.00</b>
		<b>Revenues - Expenses</b>	<b>\$0.00</b>				

**CITY OF BRUNSWICK  
ENTERPRISE FUND - WATER**

**FY2025 Budget**

**OPERATING REVENUES**

Water - Service Charges	\$ 2,490,825
<b>OPERATING REVENUE SUBTOTAL</b>	<b>\$ 2,490,825</b>

**ALLOCATION REVENUES**

Water - Connection Related	\$ 222,000
<b>ALLOCATION REVENUE SUBTOTAL</b>	<b>\$ 222,000</b>

**MISCELLANEOUS REVENUE**

Miscellaneous Revenues	\$ 109,100
Reservoir State Grant	\$ 300,000
ARPA Grant	\$ -
<b>VARIABLE REVENUE SUBTOTAL</b>	<b>\$ 409,100</b>

**TOTAL ENTERPRISE FUND REVENUES \$ 3,121,925**

**EXPENDITURES**

Water - Operating	\$ 1,744,925
Depreciation	\$ 148,000
Capital Outlay	\$ 874,000
Debt Service	\$ 355,000
<b>TOTAL ENTERPRISE FUND EXPENDITURES</b>	<b>\$ 3,121,925</b>

**REVENUES OVER (UNDER) EXPENSES \$ -**

Water Fund		FY2025 Budget Yr Req	Changes/Adj	FY24 Adopted Budget	FY23 Actuals	FY22 Actuals
Account Number	Description					
20-111-03-4245	CDBG Programs	\$0.00		\$0.00	\$0.00	\$0.00
20-111-03-4260	MDE Grants	\$0.00		\$0.00	\$0.00	\$0.00
20-111-03-4271	Yourtee Springs MD State Grant	\$0.00		\$0.00	\$15,982.88	\$0.00
20-111-03-4272	Reservoir State Grant	\$300,000.00		\$331,000.00	\$0.00	\$0.00
20-111-03-4273	ARPA Grant	\$0.00		\$250,000.00	\$1,003,644.79	\$23,948.66
20-140-04-4420	Capacity Fees	\$0.00		\$0.00	\$0.00	\$0.00
20-140-04-4430	Connection Charges	\$200,000.00		\$300,000.00	\$436,238.00	\$456,170.00
20-140-04-4431	Interest-UT bills	\$0.00		\$0.00	\$108.37	-\$24.32
20-140-04-4433	Parts,Service Restore,ApplyFee	\$8,000.00		\$8,000.00	\$6,800.00	\$10,296.00
20-140-04-4434	Service Charges	\$2,490,825.00		\$2,223,200.00	\$2,031,733.68	\$1,957,194.59
20-140-04-4437	Sale of Sub-Meters	\$0.00		\$0.00	\$0.00	\$0.00
20-140-04-4438	Sale of Meters	\$11,000.00		\$45,000.00	\$51,130.00	\$82,628.00
20-140-04-4439	Inspection Fee	\$3,000.00		\$5,000.00	\$1,500.00	\$6,010.00
20-140-04-4443	Administrative UT Write-offs	\$0.00		\$0.00	\$0.00	\$0.00
20-171-06-4630	Rental Income	\$80,000.00		\$80,000.00	\$115,018.15	\$103,018.39
20-172-03-4710	Contribution-Government	\$0.00		\$0.00	\$500,000.00	\$0.00
20-173-06-4650	Sale of Vehicle/Equipment	\$0.00		\$0.00	\$0.00	\$0.00
20-175-06-4692	Employee Paid Health Insurance	\$14,800.00		\$14,800.00	\$9,616.91	\$7,862.86
20-175-06-4693	Refund-Unemployment Insurance	\$0.00		\$0.00	\$0.00	\$0.00
20-175-06-4697	Refunds & Rebates	\$3,300.00		\$2,500.00	\$3,229.58	\$11,548.08
20-175-06-4698	Reimbursements	\$0.00		\$0.00	\$0.00	\$3,595.49
20-175-06-4699	Miscellaneous Revenue	\$11,000.00		\$20,000.00	\$31,490.17	\$12,767.00
20-175-06-4701	State Retirement Credit	\$0.00		\$0.00	\$0.00	\$0.00
20-175-08-5101	Transfers in from General Fund	\$0.00		\$0.00	\$0.00	\$0.00
20-190-07-5000	Proceeds from New Debt	\$0.00		\$0.00	\$0.00	\$0.00
	<b>Total Revenues</b>	<b>\$3,121,925.00</b>				
20-532-19-8500	Yourtee Springs Storage Tank	\$0.00		\$250,000.00	\$67,425.00	\$22,118.61
20-532-19-8501	East F St 2nd to 5th Water/Main	\$0.00		\$0.00	\$117,540.46	\$0.00
20-532-19-8502	6th Ave fr East H-East E-ARPA	\$0.00		\$0.00	\$118,854.80	\$0.00
20-532-19-8503	East H fr 5th to Gum Spr-ARPA	\$0.00		\$0.00	\$62,914.42	\$0.00
20-532-19-8504	5th Ave fr East F-East H-ARPA	\$0.00		\$0.00	\$38,443.82	\$0.00
20-532-19-8505	4th Ave 100 Block-ARPA	\$0.00		\$0.00	\$32,309.98	\$0.00
20-532-19-8506	2nd Ave fr Concord-K St-ARPA	\$0.00		\$0.00	\$38,885.59	\$0.00
20-532-19-8507	WPotomac fr Del to Florida-ARPA	\$0.00		\$0.00	\$58,359.32	\$0.00
20-532-19-8508	Yourtee-Reline Under RR-ARPA	\$0.00		\$0.00	\$300,000.00	\$0.00
20-532-19-8509	Reline Waterline-KnoxvilleARPA	\$0.00		\$0.00	\$126,518.00	\$0.00
20-532-19-8510	Yourtee Rehab-Phase II-PAYGO	\$0.00		\$0.00	\$15,982.88	\$0.00
20-532-19-8511	Downtown Water Line Upgr-ARPA	\$0.00		\$0.00	\$33,243.40	\$0.00

**Water Fund**

Account Number	Description	FY2025 Budget Yr Req	Changes/Adj	FY24 Adopted Budget	FY23 Actuals	FY22 Actuals
20-532-19-8512	WaterLn Separation for HO-ARPA	\$0.00		\$0.00	\$9,150.00	\$0.00
20-532-19-8513	Lead Line&Service Inventory	\$0.00		\$0.00	\$0.00	\$0.00
20-532-19-8514	Reservoir Tank-State Grant	\$300,000.00		\$0.00	\$0.00	\$0.00
20-532-20-6000	Salaries	\$476,685.00		\$497,700.00	\$378,853.11	\$345,817.17
20-532-20-6001	Salaries Overtime-Regular	\$11,000.00		\$11,000.00	\$10,831.99	\$13,434.21
20-532-20-6014	Salaries-Holiday Premium	\$0.00		\$0.00	\$0.00	\$0.00
20-532-20-6016	Salaries Transferred In	\$112,000.00		\$110,300.00	\$209,153.11	\$128,372.97
20-532-20-6017	Salaries Transferred Out	\$0.00		\$0.00	\$0.00	\$0.00
20-532-20-6019	Salaries Transferred OT	\$7,000.00		\$7,000.00	\$5,940.84	\$9,870.86
20-532-20-6020	Social Security	\$28,700.00		\$30,900.00	\$23,845.71	\$22,074.97
20-532-20-6021	Medicare	\$6,710.00		\$7,300.00	\$5,576.59	\$5,162.51
20-532-20-6022	Health,Dental,&Vision Premiums	\$117,700.00		\$111,900.00	\$68,463.16	\$45,026.22
20-532-20-6023	Fringe Benefits Transferred In	\$49,800.00		\$48,800.00	\$83,875.90	\$46,897.12
20-532-20-6025	Pension Expense	\$51,100.00		\$56,000.00	\$47,030.80	\$48,562.00
20-532-20-6026	Life Insurance-ER Paid	\$400.00		\$400.00	\$307.24	\$276.67
20-532-20-6028	Clothing & Shoe Allowance	\$2,000.00		\$600.00	\$545.80	\$0.00
20-532-20-6030	Workers Compensation	\$36,500.00		\$33,100.00	\$24,300.00	\$13,326.29
20-532-20-6031	Post Employment Charges	\$0.00		\$0.00	\$6,880.00	\$2,090.40
20-532-20-6050	Accrued Leave	\$0.00		\$0.00	\$16,519.51	-\$12,674.39
20-532-20-6100	Advertising & Printing	\$4,000.00		\$4,000.00	\$5,020.40	\$4,070.69
20-532-20-6101	Legal Fees	\$0.00		\$0.00	\$0.00	\$1,226.60
20-532-20-6102	Cleaning Supplies	\$1,500.00		\$1,500.00	\$1,563.86	\$1,417.11
20-532-20-6104	Consultant Fees	\$0.00		\$0.00	\$0.00	\$6,990.86
20-532-20-6107	Depreciation	\$148,000.00		\$127,200.00	\$737,716.00	\$635,627.55
20-532-20-6108	Bond Amortization Expense	\$0.00		\$0.00	\$0.00	\$0.00
20-532-20-6109	Dues & Subscriptions	\$0.00		\$0.00	\$629.14	\$450.00
20-532-20-6112	Annual Service Contracts	\$35,000.00		\$35,000.00	\$88,588.77	\$20,942.62
20-532-20-6114	Insurance-Liability,Auto,Prop.	\$44,000.00		\$39,000.00	\$88,799.00	\$35,745.68
20-532-20-6120	Office Supplies	\$500.00		\$500.00	\$918.56	\$374.27
20-532-20-6121	Operating Expense	\$29,000.00		\$29,000.00	\$21,978.29	\$18,166.95
20-532-20-6122	Wireless Phones & Data	\$5,000.00		\$3,500.00	\$3,158.86	\$3,006.65
20-532-20-6123	Parts & Supplies	\$10,000.00		\$10,000.00	\$10,088.11	\$4,412.11
20-532-20-6124	Physical Exams & Drug Testing	\$2,000.00		\$2,000.00	\$1,349.00	\$1,541.00
20-532-20-6125	Postage	\$2,000.00		\$2,000.00	\$1,088.19	\$505.92
20-532-20-6129	Safety Program	\$5,000.00		\$5,000.00	\$4,243.63	\$7,187.73
20-532-20-6130	Telephones & Internet	\$20,000.00		\$20,000.00	\$19,489.31	\$16,882.82
20-532-20-6131	Tools & Small Equipment	\$2,000.00		\$2,000.00	\$567.07	\$828.35
20-532-20-6132	Training & Seminars	\$3,500.00		\$3,500.00	\$3,427.23	\$2,724.27
20-532-20-6134	Tuition Reimbursement	\$0.00		\$0.00	\$0.00	\$0.00

Water Fund		FY2025 Budget Yr Req	Changes/Adj	FY24 Adopted Budget	FY23 Actuals	FY22 Actuals
Account Number	Description					
20-532-20-6135	Uniforms	\$1,000.00		\$15,000.00	\$9,305.63	\$9,432.56
20-532-20-6136	Utilities	\$100,000.00		\$110,000.00	\$47,218.46	\$83,788.89
20-532-20-6137	Vehicle Fuel	\$6,000.00		\$5,000.00	\$5,898.16	\$4,966.15
20-532-20-6138	Water Utility Expense	\$500.00		\$500.00	\$477.64	\$468.28
20-532-20-6142	Audits & Bookkeeping	\$0.00		\$0.00	\$0.00	\$0.00
20-532-20-6300	Information Technology	\$1,000.00		\$1,000.00	\$999.74	\$4,966.42
20-532-20-6301	IT Network Admin Consultant	\$8,000.00		\$8,000.00	\$8,569.32	\$8,468.72
20-532-20-6400	Loss on Disposal of Equip	\$0.00		\$0.00	\$0.00	\$0.00
20-532-20-6416	Maint. & Repair-Equipment	\$75,000.00		\$75,000.00	\$68,096.08	\$46,670.80
20-532-20-6417	Maint. & Repair-Vehicles	\$3,000.00		\$2,500.00	\$1,909.72	\$292.02
20-532-20-6418	Maint. & Repair-Building	\$46,000.00		\$50,000.00	\$21,297.62	\$22,783.17
20-532-20-6420	Maint. & Repair-Infrastructure	\$0.00		\$2,500.00	\$302.82	\$2,171.29
20-532-20-7501	Chemicals	\$160,000.00		\$150,000.00	\$171,788.18	\$185,598.56
20-532-20-7502	Laboratory	\$35,000.00		\$48,000.00	\$28,175.92	\$25,865.56
20-532-20-7503	Ground Rent	\$0.00		\$0.00	\$0.00	\$0.00
20-532-20-7504	Sludge Hauling (by Sewer Dept)	\$20,000.00		\$20,000.00	\$20,000.00	\$28,000.00
20-532-20-8000	Capitalized to Fixed Assets	\$0.00		\$0.00	-\$1,935,247.39	-\$2,086,805.34
20-532-20-8001	Project Outlay	\$0.00		\$0.00	\$0.00	\$0.00
20-532-20-8003	Capital-Equipment	\$0.00		\$4,500.00	\$0.00	\$0.00
20-532-20-8004	Capital-Vehicles	\$20,000.00		\$51,300.00	\$55,958.00	\$0.00
20-532-20-8009	Capital-Other Infrastructure	\$0.00		\$0.00	\$0.00	\$0.00
20-532-21-6419	Maint. & Repair-Other	\$15,000.00		\$15,000.00	\$12,296.56	\$139.31
20-532-21-6421	Maint. & Repair-Grounds	\$0.00		\$5,000.00	\$0.00	\$0.00
20-532-21-8101	Yourtee Springs Improvements	\$0.00		\$0.00	\$19,363.28	\$1,267,505.83
20-532-21-8114	Filter Flow Meters(3)	\$0.00		\$0.00	\$20,832.25	\$0.00
20-532-22-8248	Corrosion Inhibitor	\$0.00		\$0.00	\$10,276.30	\$0.00
20-532-22-8249	Mixer for 250k Storage Tank	\$0.00		\$0.00	\$25,802.00	\$0.00
20-532-22-8250	Intake Cooling Units	\$0.00		\$0.00	\$10,961.00	\$0.00
20-532-22-8251	Replacement Gates at Reservoir	\$0.00		\$0.00	\$12,973.88	\$0.00
20-532-22-8425	Water Tower Service	\$36,000.00		\$36,000.00	\$86,302.90	\$104,218.60
20-532-22-8427	1.25M Gal Ground Storage Tank	\$0.00		\$331,000.00	\$39,576.56	\$135.00
20-532-22-8428	Sed Vac Equipment	\$0.00		\$0.00	\$0.00	\$0.00
20-532-23-6104	Consultant Fees	\$77,000.00		\$25,000.00	\$0.00	\$10,885.18
20-532-23-6112	Annual Service Contracts	\$31,570.00		\$31,000.00	\$22,588.95	\$29,343.95
20-532-23-6144	Equipment Rentals	\$0.00		\$0.00	\$2,029.54	\$1,093.75
20-532-23-6145	Operating Supplies	\$8,000.00		\$8,000.00	\$8,195.35	\$3,815.45
20-532-23-6420	Maint. & Repair-Infrastructure	\$40,000.00		\$40,000.00	\$31,880.74	\$42,246.13
20-532-23-7505	Water Meter Repair & Replace	\$5,000.00		\$5,000.00	\$1,300.44	\$2,694.40
20-532-23-7506	Special Taxing District Meters	\$28,760.00		\$32,000.00	\$41,820.00	\$66,725.00

Water Fund	Account Number	Description	FY2025 Budget Yr Req	Changes/Adj	FY24 Adopted Budget	FY23 Actuals	FY22 Actuals
	20-532-23-8003	Capital-Equipment	\$0.00		\$0.00	\$0.00	\$0.00
	20-532-23-8006	Line Replacements	\$350,000.00		\$180,000.00	\$148,577.00	\$778,867.90
	20-532-23-8008	Line Replacement (DPW)	\$90,000.00		\$40,000.00	\$119,895.55	\$150,157.49
	20-532-23-8103	RF Water Meter Replacement	\$60,000.00		\$60,000.00	\$34,346.43	\$38,017.70
	20-532-23-8104	Sub-Meter Purchases	\$2,000.00		\$2,000.00	\$0.00	\$0.00
	20-532-23-8105	Hydrant Replacement Project	\$20,000.00		\$35,000.00	\$13,808.00	\$35,998.00
	20-532-40-6400	Loss on Disposal of Equipment	\$0.00		\$0.00	\$0.00	\$0.00
	20-532-40-6416	Maint. & Repair-Equipment	\$0.00		\$0.00	\$0.00	\$0.00
	20-532-40-8003	Capital-Equipment	\$17,000.00		\$60,000.00	\$0.00	\$0.00
	20-532-40-8005	Capital-Software Upgrade	\$0.00		\$0.00	\$0.00	\$0.00
	20-570-50-9000	Debt Service	\$248,000.00		\$264,000.00	\$0.00	\$0.00
	20-570-50-9100	Interest Expense	\$107,000.00		\$118,000.00	\$124,216.43	\$132,230.63
		<b>Total Expenses</b>	<b>\$3,121,925.00</b>				

Revenues - Expenses \$0.00

**CITY OF BRUNSWICK  
ENTERPRISE FUND - WASTEWATER**

**FY2025 Budget**

**OPERATING REVENUES**

Wastewater - Service Charges	\$ 2,267,500
<b>OPERATING REVENUE SUBTOTAL</b>	<b>\$ 2,267,500</b>

**ALLOCATION REVENUES**

Wastewater - Connection Related	\$ 333,000
<b>ALLOCATION REVENUE SUBTOTAL</b>	<b>\$ 333,000</b>

**MISCELLANEOUS REVENUE**

Miscellaneous Revenues	\$ 324,850
<b>VARIABLE REVENUE SUBTOTAL</b>	<b>\$ 324,850</b>

**TOTAL ENTERPRISE FUND REVENUES \$ 2,925,350**

**EXPENDITURES**

Wastewater - Operating	\$ 1,877,250
Depreciation	\$ 195,000
Capital outlay	\$ 590,100
Debt service	\$ 263,000
<b>TOTAL ENTERPRISE FUND EXPENDITURES</b>	<b>\$ 2,925,350</b>

**REVENUES OVER (UNDER) EXPENSES \$ -**

**Waste Water Fund**

Account Number	Description	FY2025 Budget Yr Req	Changes/Adj	FY24 Adopted Budget	FY23 Actuals	FY22 Actuals
60-111-03-4260	MDE Grants	\$47,500.00		\$53,000.00	\$53,688.00	\$46,029.00
60-111-03-4273	ARPA Grant	\$0.00		\$0.00	\$0.00	\$12,810.35
60-140-04-4420	Capacity Fees	\$0.00		\$0.00	\$0.00	\$0.00
60-140-04-4430	Connection Charges	\$150,000.00		\$748,000.00	\$582,494.00	\$573,620.00
60-140-04-4431	Interest-UT bills	\$0.00		\$0.00	\$122.47	\$55.48
60-140-04-4433	Parts,Service Restore,ApplyFee	\$0.00		\$0.00	\$0.00	\$300.00
60-140-04-4434	Service Charges	\$2,267,500.00		\$1,998,500.00	\$1,908,429.07	\$1,804,237.47
60-140-04-4439	Inspection Fee	\$3,000.00		\$7,000.00	\$3,000.00	\$8,810.00
60-140-04-4440	Frederick Co. Treatment Charge	\$180,000.00		\$100,000.00	\$112,137.00	\$97,774.00
60-140-04-4441	Sludge Hauling Fee (Water Dept)	\$0.00		\$0.00	\$0.00	\$0.00
60-140-04-4443	Administrative UT Write-offs	\$0.00		\$0.00	\$0.00	\$0.00
60-175-06-4692	Employee Paid Health Insurance	\$11,000.00		\$11,000.00	\$14,924.63	\$20,418.60
60-175-06-4693	Refund-Unemployment Insurance	\$0.00		\$0.00	\$0.00	\$0.00
60-175-06-4697	Refunds & Rebates	\$16,350.00		\$9,400.00	\$14,789.19	\$41,368.17
60-175-06-4698	Reimbursements	\$0.00		\$0.00	\$0.00	\$0.00
60-175-06-4699	Miscellaneous Revenue	\$250,000.00		\$0.00	\$7,719.00	\$7,719.00
60-175-06-4701	State Retirement Credit	\$0.00		\$0.00	\$0.00	\$0.00
60-175-08-5101	Transfers In from General Fund	\$0.00		\$0.00	\$0.00	\$0.00
60-190-07-5000	Proceeds from New Debt	\$0.00		\$0.00	\$0.00	\$0.00
	<b>Total Revenues</b>	<b>\$2,925,350.00</b>				
60-533-19-8500	I&I Improvements-ARPA	\$0.00		\$0.00	\$9,595.00	\$0.00
60-533-19-8501	WWTP Upgrade Design/Engin-ARPA	\$0.00		\$0.00	\$0.00	\$0.00
60-533-19-8502	Septic conn to WWTP-F St-ARPA	\$0.00		\$0.00	\$0.00	\$0.00
60-533-40-8003	Capital-Equipment	\$0.00		\$55,500.00	\$0.00	\$0.00
60-533-40-8007	Capital-Plant Improvements	\$0.00		\$0.00	\$0.00	\$0.00
60-533-40-8008	Capital-Building Improvements	\$17,000.00		\$0.00	\$0.00	\$0.00
60-533-40-8108	UV Bulb Replacement	\$30,000.00		\$0.00	\$25,830.00	\$0.00
60-533-40-8112	Belt Press Rebuild	\$0.00		\$0.00	\$0.00	\$0.00
60-533-40-8113	Portable Sewer Meter	\$0.00		\$16,000.00	\$15,000.00	\$14,484.00
60-533-40-8114	SBR Ammonia&NitrateProbe Upgra	\$0.00		\$0.00	\$5,580.24	\$9,646.00
60-533-40-8117	WWTP Bldg/Elec Sys Rehab	\$0.00		\$0.00	\$0.00	\$16,189.00
60-533-40-8120	WWTP Upgrade	\$250,000.00		\$250,000.00	\$0.00	\$0.00
60-533-40-8121	GalyN Manor PLC Upgrade	\$0.00		\$0.00	\$46,405.00	\$0.00
60-533-40-8122	PLC Upgrade	\$0.00		\$100,000.00	\$0.00	\$0.00
60-533-60-6000	Salaries	\$530,805.00		\$475,800.00	\$410,939.35	\$372,126.39
60-533-60-6001	Salaries Overtime-Regular	\$3,000.00		\$3,000.00	\$1,823.99	\$2,669.75
60-533-60-6014	Salaries-Holiday Premium	\$0.00		\$0.00	\$0.00	\$0.00
60-533-60-6016	Salaries Transferred In	\$46,800.00		\$44,100.00	\$42,372.29	\$28,736.99

Waste Water Fund		FY2025 Budget Yr Req	Changes/Adj	FY24 Adopted Budget	FY23 Actuals	FY22 Actuals
Account Number	Description					
60-533-60-6017	Salaries Transferred Out	\$0.00		\$0.00	\$0.00	\$0.00
60-533-60-6019	Salaries Transferred OT	\$4,000.00		\$4,000.00	\$4,375.99	\$4,219.56
60-533-60-6020	Social Security	\$31,900.00		\$29,500.00	\$24,456.97	\$21,758.50
60-533-60-6021	Medicare	\$7,475.00		\$6,900.00	\$5,719.70	\$5,088.93
60-533-60-6022	Health, Dental, & Vision Premiums	\$89,950.00		\$87,400.00	\$106,548.98	\$123,326.32
60-533-60-6023	Fringe Benefits Transferred In	\$19,600.00		\$19,600.00	\$18,679.52	\$12,520.32
60-533-60-6024	Fringe Benefits Transferred Out	\$0.00		\$0.00	\$0.00	\$0.00
60-533-60-6025	Pension Expense	\$47,000.00		\$43,600.00	\$77,304.80	\$40,608.00
60-533-60-6026	Life Insurance-ER Paid	\$400.00		\$400.00	\$312.55	\$290.84
60-533-60-6028	Clothing & Shoe Allowance	\$2,000.00		\$600.00	\$409.39	\$329.82
60-533-60-6030	Workers Compensation	\$33,750.00		\$31,000.00	\$26,805.00	\$14,332.34
60-533-60-6050	Accrued Leave	\$0.00		\$0.00	\$2,087.13	\$3,273.74
60-533-60-6100	Advertising & Printing	\$700.00		\$700.00	\$0.00	\$813.66
60-533-60-6101	Legal Fees	\$0.00		\$0.00	\$0.00	\$858.62
60-533-60-6102	Cleaning Supplies	\$1,200.00		\$1,200.00	\$1,015.95	\$980.01
60-533-60-6104	Consultant Fees	\$0.00		\$0.00	\$0.00	\$0.00
60-533-60-6107	Depreciation	\$195,000.00		\$183,300.00	\$972,306.00	\$916,117.54
60-533-60-6108	Bond Amortization Expense	\$0.00		\$0.00	\$0.00	\$0.00
60-533-60-6109	Dues & Subscriptions	\$400.00		\$400.00	\$1,727.25	\$250.00
60-533-60-6112	Annual Service Contracts	\$130,000.00		\$124,400.00	\$43,845.24	\$34,823.57
60-533-60-6114	Insurance-Liability, Auto, Prop.	\$45,000.00		\$39,000.00	\$38,876.00	\$36,161.66
60-533-60-6120	Office Supplies	\$1,500.00		\$1,200.00	\$179.04	\$1,140.28
60-533-60-6121	Operating Expense	\$6,500.00		\$6,500.00	\$1,341.03	\$9,587.88
60-533-60-6122	Wireless Phones & Data	\$4,000.00		\$3,500.00	\$3,637.81	\$3,098.17
60-533-60-6123	Parts & Supplies	\$5,000.00		\$4,000.00	\$2,224.10	\$2,920.56
60-533-60-6124	Physical Exams & Drug Testing	\$2,500.00		\$2,500.00	\$349.00	\$1,613.60
60-533-60-6125	Postage	\$1,200.00		\$1,000.00	\$1,086.60	\$491.03
60-533-60-6129	Safety Program	\$4,000.00		\$4,000.00	\$2,155.85	\$4,359.00
60-533-60-6130	Telephones & Internet	\$8,000.00		\$8,000.00	\$8,503.94	\$8,110.02
60-533-60-6131	Tools & Small Equipment	\$5,000.00		\$4,000.00	\$2,604.60	\$3,607.30
60-533-60-6132	Training & Seminars	\$4,000.00		\$1,500.00	\$1,887.85	\$805.85
60-533-60-6135	Uniforms	\$1,000.00		\$4,500.00	\$4,566.88	\$4,917.38
60-533-60-6136	Utilities	\$150,000.00		\$150,000.00	\$129,650.68	\$143,652.24
60-533-60-6137	Vehicle Fuel	\$3,500.00		\$2,500.00	\$2,064.93	\$2,847.43
60-533-60-6138	Water Utility Expense	\$13,000.00		\$13,000.00	\$10,967.81	\$10,363.20
60-533-60-6142	Audits & Bookkeeping	\$0.00		\$0.00	\$0.00	\$0.00
60-533-60-6300	Information Technology	\$8,000.00		\$3,000.00	\$1,159.84	\$4,797.51
60-533-60-6301	IT Network Admin Consultant	\$10,000.00		\$7,500.00	\$9,536.36	\$9,627.98
60-533-60-6416	Maint. & Repair-Equipment	\$125,000.00		\$125,000.00	\$58,198.12	\$47,681.11

Waste Water Fund		FY2025 Budget Yr Req	Changes/Adj	FY24 Adopted Budget	FY23 Actuals	FY22 Actuals
Account Number	Description					
60-533-60-6417	Maint. & Repair-Vehicles	\$7,500.00		\$1,500.00	\$1,708.60	\$586.88
60-533-60-6418	Maint. & Repair-Building	\$10,000.00		\$10,000.00	\$8,699.37	\$31,503.39
60-533-60-6420	Maint. & Repair-Infrastructure	\$0.00		\$0.00	\$32.38	\$0.00
60-533-60-6421	Maint. & Repair-Grounds	\$0.00		\$10,000.00	\$0.00	\$861.87
60-533-60-6702	Tipping Charges	\$170,000.00		\$100,000.00	\$123,402.55	\$102,241.13
60-533-60-7501	Chemicals	\$130,000.00		\$130,000.00	\$138,435.63	\$86,526.83
60-533-60-7502	Laboratory	\$45,000.00		\$45,000.00	\$42,913.63	\$33,926.47
60-533-60-8000	Capitalized to Fixed Assets	\$0.00		\$0.00	-\$190,107.48	-\$1,832,513.60
60-533-60-8001	Project Outlay	\$0.00		\$0.00	\$0.00	\$0.00
60-533-60-8003	Capital-Equipment	\$0.00		\$55,000.00	\$0.00	\$0.00
60-533-60-8004	Capital-Vehicles	\$20,000.00		\$51,300.00	\$55,958.00	\$0.00
60-533-60-8009	Capital-Other Infrastructure	\$0.00		\$0.00	\$0.00	\$0.00
60-533-60-8112	Potomac St Pump Station Gate	\$0.00		\$0.00	\$6,229.48	\$0.00
60-533-61-6104	Consultant Fees	\$77,000.00		\$2,000.00	\$0.00	\$0.00
60-533-61-6112	Annual Service Contracts	\$43,570.00		\$37,000.00	\$30,684.47	\$31,021.85
60-533-61-6144	Equipment Rentals	\$0.00		\$0.00	\$2,029.59	\$1,093.75
60-533-61-6145	Operating Supplies	\$17,000.00		\$17,000.00	\$13,218.54	\$13,481.62
60-533-61-6416	Maint. & Repair-Equipment	\$5,000.00		\$5,000.00	\$5,779.99	\$432.59
60-533-61-6419	Maint. & Repair-Galyn Manor	\$15,000.00		\$18,000.00	\$15,818.62	\$15,864.57
60-533-61-6420	Maint. & Repair-Infrastructure	\$10,000.00		\$10,000.00	\$11,443.20	\$8,089.25
60-533-61-8003	Capital-Equipment	\$40,000.00		\$0.00	\$0.00	\$0.00
60-533-61-8004	Capital - Vehicles	\$0.00		\$0.00	\$0.00	\$0.00
60-533-61-8006	Line Replacements	\$0.00		\$175,000.00	\$71,920.00	\$7,013.82
60-533-61-8121	Inflow & Infiltration	\$233,100.00		\$100,000.00	\$24,667.21	\$97,500.00
60-570-50-9000	Debt Service	\$182,000.00		\$217,000.00	\$0.00	\$0.00
60-570-50-9100	Interest Expense	\$81,000.00		\$85,000.00	\$93,605.86	\$96,541.81
	<b>Total Expenses</b>	<b>\$2,925,350.00</b>				
	<b>Revenues - Expenses</b>	<b>\$0.00</b>				

CITY OF BRUNSWICK ENTERPRISE FUND - WATER Fiscal Year 2025	
	FY2025 Budget
<b>Water Capital Projects</b>	
<i>Reservoir Tank-State Grant</i>	\$ 300,000
<i>Capital-Vehicles</i>	\$ 20,000
<i>Line Replacements(DPW)</i>	\$ 90,000
<i>RF Water Meter Replacement</i>	\$ 60,000
<i>Hydrant Replacement Project</i>	\$ 20,000
<i>Capital-Building Improvements</i>	\$ 17,000
<i>Line Replacements Contracted</i>	\$ 350,000
<i>Raw Pump VFD Replacement</i>	\$ 17,000
<i>\$874,000</i>	
<b>Water Debt Service</b>	
<i>Water Debt Principal</i>	\$ 248,000
<i>Water Debt Interest</i>	\$ 107,000
<i>\$355,000</i>	
<b>Water Reserves</b>	
<i>WF System Reserve (annual accrual)</i>	\$ 148,000
<i>\$148,000</i>	
<b>Water Total</b>	<b>\$ 1,377,000</b>

<b>Depreciation</b>	
<i>Depreciation (calculated)</i>	\$ 737,716
<i>FY 2025 Funded</i>	\$ (148,000)
<i>Underfunded Depreciation</i>	\$ 589,716

<b>CITY OF BRUNSWICK ENTERPRISE FUND - WASTEWATER Fiscal Year 2025</b>	
	<b>FY2025 Budget</b>
<b>Wastewater Capital Projects</b>	
<i>Capital-Bldg Improvements</i>	\$ 17,000
<i>WWTP Upgrade</i>	\$ 250,000
<i>UV Bulb Replacement</i>	\$ 30,000
<i>Capital-Vehicles Leased Buyout</i>	\$ 20,000
<i>Inflow and Infiltration</i>	\$ 233,100
<i>Capital-Equipment</i>	\$ 40,000
<i>\$590,100</i>	
<b>Wastewater Debt Service</b>	
<i>Wastewater Debt Principal</i>	\$ 182,000
<i>Wastewater Debt Interest</i>	\$ 81,000
<i>\$263,000</i>	
<b>Wastewater Reserves</b>	
<i>WW System Reserve (annual accrual)</i>	\$ 195,000
<i>\$195,000</i>	
<b>Wastewater Total</b>	<b>\$ 1,048,100</b>

<b>Depreciation</b>	
<i>Depreciation (calculated)</i>	\$ 972,305
<i>FY 2025 Funded</i>	\$ (195,000)
<i>Underfunded Depreciation</i>	\$ 777,305