

MAYOR AND COUNCIL OF BRUNSWICK  
SPECIAL ORDINANCE NUMBER 527

AN ORDINANCE OF THE MAYOR AND COUNCIL OF BRUNSWICK TO ENACT THE FISCAL YEAR  
2018 ANNUAL OPERATING AND CAPITAL BUDGET FOR THE CITY OF BRUNSWICK, MARYLAND.

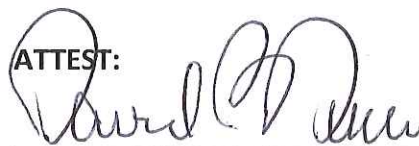
WHEREAS, with the assistance of the City staff, the Mayor of Brunswick prepared and submitted to the Council of Brunswick an annual budget for Fiscal Year 2018; and

WHEREAS, the budget was considered, discussed, and approved by the Council with the concurrence of the Mayor at its regular meeting held June 13, 2017 which was properly advertised and conducted.

SECTION I: NOW THEREFORE BE IT ENACTED AND ORDAINED by the Mayor and Council of Brunswick, that pursuant to the authority granted to it by Article 23A of the Annotated Code of Maryland and Section 16-3, Section 16-24, Section 16-38, Section 16-39B.1, and Section 16-39B.2 of the Charter of the City of Brunswick that the annual budget for the City of Brunswick, Maryland for Fiscal Year 2018 which is attached hereto and incorporated herein is hereby adopted and enacted.

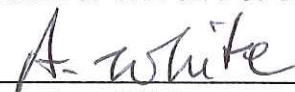
SECTION II: This Ordinance shall become effective on the 10<sup>th</sup> day, or June 23, following its enactment by the Council and its approval by the Mayor, or on the 10<sup>th</sup> day following its enactment by the Council over the veto by the Mayor.

PASSED this 13<sup>th</sup> day of June, 2017 by a vote of 5 for; 1 against; 0 abstaining; and 0 absent.

ATTEST:  


David B. Dunn  
City Administrator

COUNCIL OF THE CITY OF BRUNSWICK

By: 

Name: Angel White  
Title: Mayor Pro Tem

APPROVED this 13<sup>th</sup> day of June, 2017.

ATTEST:  


David B. Dunn  
City Administrator



Jeffery T. Shoots, Mayor  
Date: June 13, 2017

**CITY OF BRUNSWICK  
GENERAL FUND**

**FY2018 Budget**

**REVENUES**

Taxes	\$ 2,869,600
Licenses, Permits, & Franchise Fees	\$ 97,700
Intergovernmental	\$ 1,139,500
Grants & Other Sources	\$ 225,900
User Fees	\$ 141,400
Utility Revenues	\$ 245,100
Fines & Forfeitures	\$ 15,300
Miscellaneous Revenue	\$ 162,500
<b>OPERATING REVENUE SUBTOTAL</b>	<b>\$ 4,897,000</b>

Debt proceeds	\$ -
Bonds/loans	\$ -
Accumulated Reserves	\$ -
<b>BORROWING SUBTOTAL</b>	<b>\$ -</b>

**TOTAL GENERAL FUND REVENUES \$ 4,897,000**

**EXPENDITURES**

Mayor and Council	\$ 79,500
Financial Administration	\$ 754,500
Planning and Zoning	\$ 275,500
Police	\$ 1,516,400
Fire & Rescue Service	\$ 42,100
Public Works	\$ 1,352,900
Waste Collection and Disposal	\$ 346,200
Parks	\$ 42,300
Events	\$ 129,400
Pool	\$ 30,300
Skate Park	\$ 2,400
Campground	\$ 38,200
Economic Development	\$ 105,100
Economic Development Commission	\$ 35,200
MainStreet Program	\$ 4,000
Contributions & Donations	\$ 40,000
<b>OPERATING EXPENSES SUBTOTAL</b>	<b>\$ 4,794,000</b>

Capital outlay - Transfers Out \$ 19,200

Debt service \$ 83,800

**TOTAL GENERAL FUND EXPENDITURES \$ 4,897,000**

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

CITY OF BRUNSWICK  
CAPITAL PROJECT FUND

FY2018 Budget

REVENUES

General Fund Transfers In	\$ 19,200
Capital Grant Revenues and Other Sources	\$ 106,100
<b>CAPITAL REVENUE SUBTOTAL</b>	<b>\$ 125,300</b>
Debt Proceeds	\$ -
Bonds/Loans	\$ 1,200,000
Accumulated Reserves (Report Total in Finance Reports)	\$ 889,100
<b>BORROWING SUBTOTAL</b>	<b>\$ 2,089,100</b>
<b>TOTAL CAPITAL PROJECT FUND REVENUES</b>	<b>\$ 2,214,400</b>

CAPITAL EXPENDITURES

<b>Finance &amp; Administration</b>		
	<i>Accounting System</i>	\$ 23,000
	<i>Building Improvements</i>	\$ -
	<i>Building Acquisitions</i>	\$ -
	\$23,000.00	
<b>Police</b>		
	<i>Equipment</i>	\$ -
	<i>Vehicle - Annual Replacement</i>	\$ 113,600
	<i>Property Improvements - 811 W Potomac Street</i>	\$ 600,000
	\$713,600	
<b>Public Works</b>		
	<i>Equipment - Used 5 ton Roller</i>	\$ 15,000
	<i>Vehicle Replacement - Dump Trucks</i>	\$ 173,000
	<i>Other Infrastructure - B St Project</i>	\$ 85,000
	<i>Stormwater System Improvements</i>	\$ 50,000
	<i>Street Improvements</i>	\$ 300,000
	<i>Property Improvements - 811 W Potomac Street</i>	\$ 600,000
	\$1,223,000	
<b>Park Improvements</b>		
	<i>Sports Complex Improvements - Plans &amp; Trail System</i>	\$ 50,000
	<i>East Potomac St Basketball Court Rehab (POS Grant 90%)</i>	\$ 52,800
	<i>Little League (POS Grant 90%)</i>	\$ 65,000
	<i>Skatepark Improvements - Fun Box</i>	\$ 12,000
	<i>WB Tower Relocation</i>	\$ 50,000
	\$229,800	
<b>Pool Improvements</b>		
	<i>Pool Improvements - Filtration System</i>	\$ 25,000
	\$25,000	
<b>General Fund Reserves</b>		
	<i>General Fund Reserve (annual accrual)</i>	\$ -
	\$0	
<b>TOTAL CAPITAL PROJECT FUND EXPENDITURES</b>		<b>\$ 2,214,400</b>

REVENUES OVER (UNDER) EXPENDITURES

\$ -

<b>General Fund Debt Service</b>		
	<i>Copier Capital Lease</i>	\$ 13,300
	<i>Document System Lease</i>	\$ 4,800
	<i>Audio/Video Capital Lease</i>	\$ 2,500
	<i>IT Infrastructure Capital Lease</i>	\$ 18,000
	<i>MDE Infrastructure Bond</i>	\$ 16,500
	<i>2012 Tax-Exempt Infrastructure Bond</i>	\$ 28,700
<b>TOTAL GENERAL FUND DEBT SERVICE</b>		<b>\$ 83,800</b>

**CITY OF BRUNSWICK  
ENTERPRISE FUND - WATER**

**FY2018 Budget**

**OPERATING REVENUES**

Water - Service Charges	\$ 1,238,400
<b>OPERATING REVENUE SUBTOTAL</b>	<b>\$ 1,238,400</b>

**ALLOCATION REVENUES**

Water - Connection Related	\$ 323,100
<b>ALLOCATION REVENUE SUBTOTAL</b>	<b>\$ 323,100</b>

**MISCELLANEOUS REVENUE**

Miscellaneous Revenues	\$ 125,500
<b>VARIABLE REVENUE SUBTOTAL</b>	<b>\$ 125,500</b>

**LONG TERM OBLIGATIONS**

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

**TOTAL ENTERPRISE FUND REVENUES** \$ **1,687,000**

**EXPENDITURES**

Water - Operating	\$ 1,054,400
Depreciation	\$ 126,900
Capital Outlay	\$ 372,000
Debt Service	\$ 133,700
<b>TOTAL ENTERPRISE FUND EXPENDITURES</b>	<b>\$ 1,687,000</b>

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

**CITY OF BRUNSWICK  
ENTERPRISE FUND - WASTEWATER**

**FY2018 Budget**

**OPERATING REVENUES**

Wastewater - Service Charges	\$ 1,342,700
<b>OPERATING REVENUE SUBTOTAL</b>	<b>\$ 1,342,700</b>

**ALLOCATION REVENUES**

Wastewater - Connection Related	\$ 346,000
<b>ALLOCATION REVENUE SUBTOTAL</b>	<b>\$ 346,000</b>

**MISCELLANEOUS REVENUE**

Miscellaneous Revenues	\$ 74,000
<b>VARIABLE REVENUE SUBTOTAL</b>	<b>\$ 74,000</b>

**LONG TERM OBLIGATIONS**

Debt proceeds	\$ -
Bonds/Loans	\$ -
Accumulated Reserves	\$ -
<b>BORROWING SUBTOTAL</b>	<b>\$ -</b>
<b>TOTAL ENTERPRISE FUND REVENUES</b>	<b>\$ 1,762,700</b>

**EXPENDITURES**

Wastewater - Operating	\$ 1,021,200
Depreciation	\$ 297,800
Capital outlay	\$ 240,700
Debt service	\$ 203,000
<b>TOTAL ENTERPRISE FUND EXPENDITURES</b>	<b>\$ 1,762,700</b>

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

CITY OF BRUNSWICK ENTERPRISE FUND - WATER Fiscal Year 2018	
	FY2018 Budget
<b>Water Capital Projects</b>	
<i>Storage Tank Contracts and Upgrade</i>	\$ 102,700
<i>Distribution Equipment-Flow Mtr, Leak Detector, Deployers</i>	\$ 55,300
<i>Water Distribution Line Replacements</i>	\$ 65,000
<i>Hydrant Replacement Project</i>	\$ 17,000
<i>WTP Software Upgrade</i>	\$ 11,800
<i>WTP Improvements - Filter Valves &amp; Controllers, Process Logic Main Control</i>	\$ 120,200
<i>\$372,000</i>	
<b>Water Debt Service</b>	
<i>Water Debt Principal</i>	\$ 94,600
<i>Water Debt Interest</i>	\$ 39,100
<i>\$133,700</i>	
<b>Water Reserves</b>	
<i>Water System Reserve (annual accrual)</i>	\$ 116,000
<i>Water System Reserve (one time accrual)</i>	\$ 10,900
<i>\$126,900</i>	
<b>Water Total</b>	<b>\$ 632,600</b>
<b>Depreciation</b>	
<i>Depreciation (calculated)</i>	\$ 579,700
<i>FY 2018 Funded</i>	\$ (116,000)
<i>Underfunded Depreciation</i>	\$ 463,700

CITY OF BRUNSWICK ENTERPRISE FUND - WASTEWATER Fiscal Year 2018	
	FY2018 Budget
<b>Wastewater Capital Projects</b>	
<i>Treatment Equipment-Sealer &amp; Sampler</i>	\$ 11,900
<i>WWTP Improvements - SBR PLC &amp; OIT, Main PLC, Raw Intake</i>	\$ 60,200
<i>Sludge Conveyor Rebuild</i>	\$ 20,000
<i>Collection Equipment - Push Camera</i>	\$ 13,600
<i>Manholes Replacement Project - 3 manholes</i>	\$ 30,000
<i>I&amp;J</i>	\$ 105,000
	<b>\$240,700</b>
<b>Wastewater Debt Service</b>	
<i>Wastewater Debt Principal</i>	\$ 159,700
<i>Wastewater Debt Interest</i>	\$ 43,300
	<b>\$203,000</b>
<b>Wastewater Reserves</b>	
<i>Wastewater System Reserve (annual accrual)</i>	\$ 194,600
<i>Wastewater System Reserve (one time accrual)</i>	\$ 103,200
	<b>\$297,800</b>
<b>Wastewater Total</b>	<b>\$ 741,500</b>

<b>Depreciation</b>	
<i>Depreciation (calculated)</i>	\$ 973,000
<i>FY 2018 Funded</i>	\$ (194,600)
<i>Underfunded Depreciation</i>	\$ 778,400

**FY 2018-2022 CAPITAL IMPROVEMENT PROGRAM**

<b>General and Capital Projects Fund</b>	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>
Software Upgrade - FinAdm Software	23,000				
Infrastructure - B St. Wall	85,000				
Blacktop Improvements	300,000	300,000	300,000	300,000	300,000
Stormwater Improvements	50,000	50,000	50,000	50,000	50,000
811 West Potomac St - DPW & PD Debt & Capital	1,300,000	1,200,000			
DPW Maintenance Shop Rehab		518,000			
Program Open Space - BB Court Rehab & Little League	106,100				
Skate Park - Fun Box	12,000				
WB Tower	50,000				
Pool Filtration Improvement	25,000				
<b>Total General CIP</b>	<b>\$1,951,100</b>	<b>\$2,068,000</b>	<b>\$350,000</b>	<b>\$350,000</b>	<b>\$350,000</b>
<b>General Fund Revenue</b>	<b>\$4,897,000</b>				
<b>General Fund Expenditures</b>	<b>\$4,897,000</b>				
<b>Anticipated Increase in Fund Balance</b>	<b>\$0</b>				
<b>Capital Purchases - General Gov't</b>					
Vehicles - DPW Dump Truck	164,000				164,000
5 Ton Roller	15,000				
Trench Roller		33,000			
Articulating Loader				100,000	
Dump Truck			77,000		
Utility Truck		55,000			
<b>Total Capital Purchases - General</b>	<b>\$179,000</b>	<b>\$88,000</b>	<b>\$77,000</b>	<b>\$100,000</b>	<b>\$164,000</b>



**FY 2018-2022 CAPITAL IMPROVEMENT PROGRAM**

Cells highlighted green represent benchmarks to build reserves; projects will not incur expenses in FY18.						
Water Fund	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	
Storage Tank Maint/Upgrade Contracts	102,700	102,700	102,700	102,700	102,700	102,700
WTP Improvements	120,200					
Cemetery Water Line	65,000					
Yourtee Springs Line - Canal		150,000	150,000	150,000	150,000	150,000
2nd Ave from F St to G St 500'		20,000				
900 Block East B St 350'		15,000				
2nd Ave from Concord to K St 700'			30,000			
McDonald Ave 320'				15,000		
6th Ave from East H St to East E St 1000'				40,000		
4th Ave 100 Block 380'					30,000	
<b>Water Line Relining</b>						
Maple & Souder to tower 2000' Cost \$260k	130,000					
Souder from Tower to Cummings 2070' \$270k		135,000	135,000			
5th Ave from Tower to East A St 3320' \$430k			100,000	150,000	180,000	
2nd Ave from East F to East D 850' \$111k				111,000		
Maple Ave H St to B St 2027' \$265k					130,000	
9th Ave From East D St to East B St 750ft			100,000			
East H St 2nd to 5th 758' \$100k				100,000		
East H St 2nd to Maple Ave 1119' \$150k						
West Orndoff St - 820ft					107,000	
2nd Ave from K St to East H St 1023' \$133k			133,000			
<b>Total Water CIP</b>	<b>\$417,900</b>	<b>\$552,700</b>	<b>\$750,700</b>	<b>\$668,700</b>	<b>\$699,700</b>	
Water Expenditures	\$1,676,100					
Water Revenues	\$1,687,000					
Anticipated Increase in Reserves	\$10,900					
<b>Capital Purchases - Water</b>						
TBD						
<b>Total Capital Purchases - Water</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**FY 2018-2022 CAPITAL IMPROVEMENT PROGRAM**

<b>Wastewater Fund</b>	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>
WWTP Improvements	43,200	17,800			
Raw Intake Pump Upgrade	17,000				
Potomac Street Pump Station Upgrades		15,600			
South Maryland/West Potomac St		30,000			
East F ST 200 block up grade from 4" to 6"		20,000			
I/I - Relining for laterals and mains	105,000	100,000	100,000	100,000	100,000
<b>Total CIP Sewer</b>	<b>\$165,200</b>	<b>\$183,400</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$100,000</b>
Sewer Expenditures	\$1,659,500				
Sewer Revenues	\$1,762,700				
<b>Anticipated Increase in Reserves</b>	<b>\$103,200</b>				
<b>Capital Purchases - Sewer</b>					
New Main Line Sewer Camera				110,000	
Vacuum, Sucker, Jetter trailer mounted			145,000		
<b>Total Capital Purchases - Sewer</b>	<b>\$0</b>	<b>\$0</b>	<b>\$145,000</b>	<b>\$110,000</b>	<b>\$0</b>