

COUNCIL OF THE CITY OF ABERDEEN
Ordinance No. 21-O-07

Date Introduced:	April 26, 2021
Sponsored by:	Mayor Patrick L. McGrady
Public Hearing:	May 10, 2020
Amendments Adopted:	June 7, 2021
Date Adopted:	June 7, 2021
Date Effective:	July 1, 2021

ORDINANCE NO. 21-O-07
BUDGET FY 2021-2022

1 **AN ORDINANCE CONCERNING THE CITY OF ABERDEEN FY 2021-2022**
2 **BUDGET FOR** the purpose of adopting the City of Aberdeen FY 2021-2022 Budget; and all
3 matters generally relating thereto.

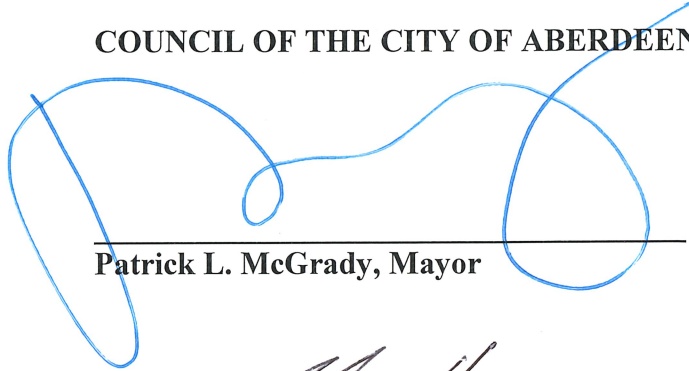
4 **SECTION 1: BE IT ENACTED BY THE MAYOR AND CITY COUNCIL OF THE**
5 **CITY OF ABERDEEN THAT** the Budget for the City of Aberdeen for fiscal year beginning
6 1 July 2021 and ending 30 June 2022, attached hereto as Attachment 1 and incorporated
7 herein by reference, and entitled, “**City of Aberdeen, Operating and Capital Budgets,**
8 **Fiscal Year 2022 (July 1, 2021 – June 30, 2022)**”, is adopted and for all purposes shall be
9 considered the FY 2021-2022 Budget for the City of Aberdeen. The Budget shall include
10 revenue and expenditures for the Water Enterprise Fund, Sewer Enterprise Fund, Stadium
11 Enterprise Fund, General Fund, and all Capital Budgets related thereto.

12 **SECTION 2: BE IT FURTHER ENACTED THAT** the FY 2022 General Fund Budget
13 is based on an annual real property tax rate of \$0.64 per \$100 of assessed value and an annual
14 personal property tax rate of \$1.70 per \$100 of assessed value, both of which are levied and
15 imposed by this Ordinance upon all properties within the City of Aberdeen that are subject to
16 real and personal property taxation.

17
18 **SECTION 3: BE IT FURTHER ENACTED THAT** the FY 2022 Water Use Rate shall
19 be a minimum charge of \$21.70 for the first 3,500 gallons or less and \$6.55 per each additional
20 1,000 gallons. The Sanitary Sewer Use Rate shall be a minimum charge of \$26.07 for the first
21 3,500 gallons or less of metered water and \$7.43 per each additional 1,000 gallons of metered
22 water.

23 **SECTION 4: AND BE IT FURTHER ENACTED THAT** this Ordinance shall
24 become effective on 1 July, 2021.

COUNCIL OF THE CITY OF ABERDEEN



Patrick L. McGrady, Mayor



Adam M. Hiob, Councilman



Jason W. Kolligs, Councilman



Sandra J. Landbeck, Councilwoman

Timothy W. Lindecamp, Councilman

ATTEST:

SEAL:



Monica A. Correll, City Clerk

Date June 7, 2021

CITY OF ABERDEEN, MARYLAND

OPERATING AND CAPITAL BUDGETS

FISCAL YEAR 2022
(July 1, 2021 - June 30, 2022)

Amended

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Introduction

A municipal budget is far more than a financial document; it reflects the priorities and key objectives set by the municipality for the next twelve to eighteen months. So, when examining the budget, one must not simply look at the column of numbers on a page but also try to see what the municipality wishes to accomplish over the next year. The budget provides some explanations, by department/function, of what the City of Aberdeen wishes to concentrate on in Fiscal Year 2022.

There are two categories of funds.

1. Governmental Funds, consisting of the General Fund, and Capital Projects Fund.

The General Fund is used to account for all government functions not required to be separately accounted for. The Capital Projects Fund accounts for costs of construction and other capital purchases.

2. Enterprise Funds, consisting of the Water Fund, Sewer Fund, and Stadium Fund.

The enterprise funds are used to account for operations that are operated in a manner similar to private businesses, where the intent of the governing body is that the costs, including depreciation, of providing services to the general public on a continuing basis be recovered, primarily, through user charges.

The Budget is actually four separate budgets; the General Fund (Operating and Capital) supported by tax revenues and fees, the Water Fund supported by water charges, the Sewer Fund supported by sewer charges, and the Stadium Fund for Aberdeen's municipally owned Ripken Stadium, partially supported by transfers from the General Fund.

It should be mentioned that the City provides most of the key municipal services with the key objective to provide them well. The proposed budgets will maintain the quality of services expected by the community.

The budget for FY 2022 is \$33 million. About \$13 million or 39% of the budget is for the self-supporting activities of the City's enterprise funds which focus on city-related business operations.

Budget Summary by Fund

Fund	FY 2021 Working Appropriation	FY 2022 Request	Change Incr (Decr)	% Change
General Fund	17,646,019	18,170,433	524,413	3.0%
Capital Projects Fund	1,787,911	2,002,000	214,089	12.0%
Water Fund	3,752,642	7,142,485	3,389,843	90.3%
Sewer Fund	4,652,521	5,172,517	519,996	11.2%
Stadium Fund	2,729,304	649,781	(2,079,523)	-76.2%
Grand Total	30,568,397	33,137,217	2,568,819	8.4%

Budget Discussion

General Fund Operating

Revenues

Property Taxes. The assessable bases for Real and Personal Property Taxes are provided by the State, which the City uses to generate the tax bills. The Real Property Tax rate for the FY 2022 budget is \$0.64 per \$100 of assessable base. The Personal Property Tax rate is \$1.70 per \$100 assessable base. Property taxes are projected to be \$10,886,041.

Other Taxes. This category consists of Franchise tax on cable companies, Mobile Home tax on mobile home parks, and Utility tax on utility poles and conduit lines placed within the City by electric and telephone companies. Revenues from other taxes are projected to be \$261,667.

State Shared Revenue. In this category are Income Tax, and Highway User Revenues (HUR). State Shared Revenues are projected to be \$2,024,000.

Licenses and Permits. This category includes, but is not limited to, Traders Licenses, Grading and Building Permits. Revenues from this category are projected to be \$94,250.

Police Grants. State Aid for Police Protection and Special Patrols are included in this category. The State allocates funds to the County based on population density, net taxable income, assessable base, and per capita police expenditures. The funds are divided between the County and municipalities on the basis of relative police expenditures for the immediate preceding fiscal year. The Aberdeen Police Department performs special patrols where it occasionally participates in joint operations with the State and Federal governments; it also patrols certain County and business premises. The costs of these patrols are reimbursed. Police Grants are projected to be \$356,674.

County Shared Revenue. The two major items in this category are Police Tax Differential and Hotel Tax. Aberdeen's share of the Hotel Tax is projected to be \$400,000. The Police Tax Differential is revenue returned to the City by the County to compensate for police services it provides in lieu of services that would otherwise be provided by the County. County Shared Revenues are projected to be \$1,909,514.

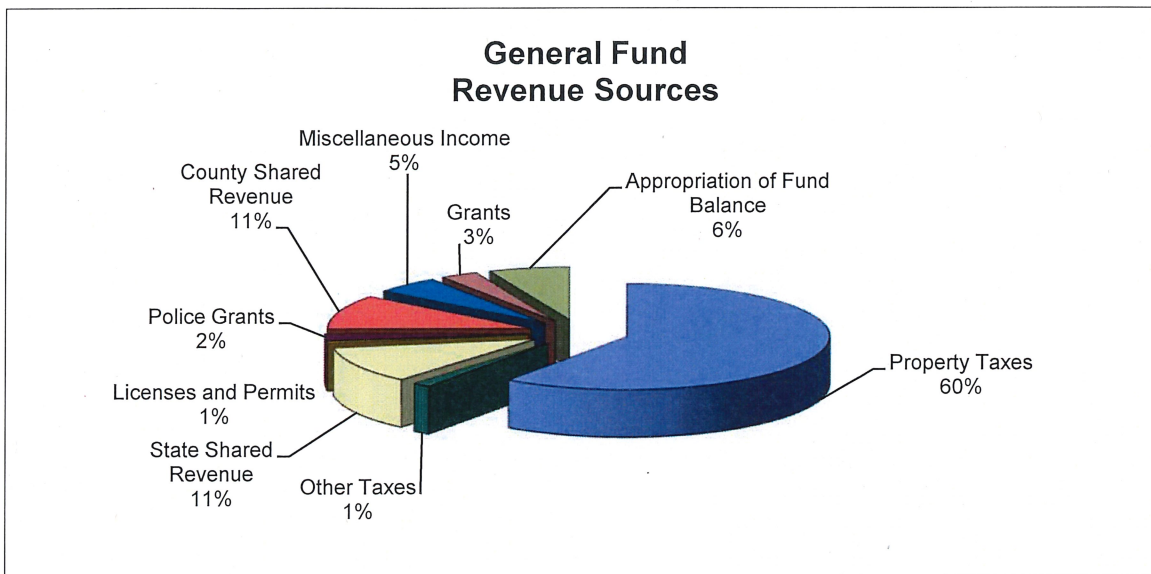
Grants: This category includes grants from the County, State, and Federal governments that are not reported as shared revenues. The budget for this category is \$533,348.

Miscellaneous Income. This category includes all other revenue sources that could not fit into any of the preceding categories. Miscellaneous Revenues are projected to be \$942,700.

Appropriation of Fund Balance. The City will be appropriating \$1,162,238 from Unassigned Fund Balance to fund capital projects and Stadium Fund expenses.

General Fund Revenue Sources

Description	Amount	% of Budget
Property Taxes	10,886,041	60%
Other Taxes	261,667	1%
State Shared Revenue	2,024,000	11%
Licenses and Permits	94,250	1%
Police Grants	356,674	2%
County Shared Revenue	1,909,514	11%
Miscellaneous Income	942,700	5%
Grants	533,348	3%
Appropriation of Fund Balance	1,162,238	6%
Total Revenues	18,170,433	100%



Expenditures

Legislative. The legislative portion of the budget pertains to the activities of the Mayor and City Council. Included in this area are their salaries, training and travel expenses and memberships in State and national municipal organizations. FY 22 request: \$149,198.

Executive. The executive portion of the budget supports the activities of the City Manager, City Clerk, Human Resources Director, IT Coordinator, Safety Director and Administrative Assistant. FY 22 request: \$622,495.

Elections. No election is scheduled for next year. FY 22 request: \$0.

Finance. The Finance Department oversees all the financial matters of the City, including water and sewer billings, accounts payable, tax collection, the budget, and procurement. In addition, the department also oversees the receptionist desk. There are nine employees in the department who tend to these functions. FY 22 request: \$624,443.

Legal. This function is filled by the City Attorney and any specialized counsel that the City needs. The maintenance of the City Code by a codification company is also in this category. FY 22 request: \$86,000.

Planning and Community Development. The City of Aberdeen maintains full planning and zoning authority within its Planning and Community Development Department. Planning functions are carried out by a volunteer planning commission and a City staff of three. In addition, this department oversees grants administration and economic development. The department also has a contracting position to continue its Main Street Alliance initiative started in FY 19. FY 22 request: \$594,277.

Government Building. The City owns and maintains several buildings. The Government Buildings portion of the budget includes the costs to operate and maintain these buildings as well as IT needs and costs. The major priority in this area is to upgrade and maintain the City's IT software and hardware. FY 22 request: \$856,100.

General Government. The General Government area of the budget includes City contributions to our boards and commissions as well as several allied agencies that provide valuable public and quasi-public services to the residents of Aberdeen. Those recipients include the Boys and Girls Club, the Appearance and Preservation Committee, the Economic Development Commission, and the Army Alliance. Costs for community promotions are also included in this category. FY 22 request: \$88,000.

Health and Safety. The general health and safety needs and requirements are budgeted in this category. FY 22 request: \$21,000.

Police. Aberdeen is fortunate to have a top-rated Police Department. In 2015 the Department became CALEA Certified becoming one of the few municipal departments earning this distinction. The

department budgeted for forty-three sworn officers and twenty-three non-sworn personnel including dispatch, and code enforcement. FY 22 request: \$5,101,044.

Fire. Aberdeen is served by a volunteer Fire Department (AFD). The City supports this dedicated group of volunteers. FY 22 request: \$297,328.

Public Works Administration. Public Works provides many services which are paid both through the General Fund and the enterprise funds (water and sewer). Public Works Administration is that area of the budget that includes the personnel that serve all these functions to include the Director of Public Works, Public Works Administrative Assistant, City Engineers, City Inspector and GIS Specialist. FY 22 request: \$567,296.

Public Works Streets. This department provides a multitude of public works services including street maintenance, parks maintenance, sidewalk maintenance, tree maintenance, snow plowing, and storm water system maintenance. FY 22 request: \$1,255,924.

Street Lighting. The City of Aberdeen lights its streets and public areas through a contract with BGE. The utility is responsible for all maintenance and replacement of the streetlights paid for by the City. The City has and expects to continue seeing cost savings in this area due to conversion to LEDs. FY 22 request: \$260,000.

Winter Operations. During snow and ice storms, the Aberdeen Department of Public Works is responsible to plow and treat all City owned streets. Over the past several years the City has invested in its winter operations by adding a new enclosed salt storage facility with over three times the storage capacity of the former storage facility. The City has also upgraded its truck fleet and inventory of salt spreaders over the past several fiscal years. The City places Winter Operations in its budget but does not try to precisely estimate the yearly costs; as such, costs are highly dependent on the frequency and intensity of winter storms. FY 22 request: \$120,000.

Solid Waste. Trash and recycling collections and disposal are in in this portion of the budget. The City owns five trash truck trash trucks, a pickup truck with a lift gate, and a stake body truck to pick up trash, co-mingled recycling, bulk pick-ups, and yard waste. The City has budgeted two additional trash trucks in capital projects and increased staffing from 7.5 FTE positions to 9.0 FTE positions in the FY22 budget. The City services approximately 4,600 residential units on a weekly basis. Collected materials are disposed through Harford County for which the City pays a tipping fee. Aberdeen has seen growth over the past few years that in FY22 the City will modify pickup routes to five days a week and reducing yard waste pick up dates to accommodate growth. The City continues to provide residential collection stops with one 64-gallon standardized collection containers (Toters) for trash and recycling. Residents that exceed this in trash are required to purchase a compatible container and obtain an annual permit of \$60. FY 22 request: \$950,048.

Municipal Separate Storm Sewer Systems (MS4s). MS4s Operations are intended to meet the City's responsibilities under the current Phase II MS4 Permit, pursuant to a federal mandate that requires the implementation and maintenance of a storm water management system to protect surface and ground water by reducing the amounts of sediments and pollution from municipal storm sewer systems. The City maintains a comprehensive storm sewer collection system consisting of stormwater facilities, inlets, manholes, outfalls and over 58 miles of stormwater pipes. The operations are also responsible to provide treatment and restorations of streams located within the City Limits to meet the Chesapeake Bay Restoration goals. FY 22 request: \$425,083.

Retirement. The City offers several different retirement opportunities for its employees. Most employees are covered under a defined contribution program through the International City/County Management Association Retirement Corporation (ICMA-RC). Sworn police officers participate in a defined benefit program. Also, in this area are the City's costs for Other Post-Employment Benefits (OPEB). FY 22 request: \$1,245,423.

Payroll Related. There are payroll related costs associated with employing over 170 employees, including health insurance, Workman's Compensation Insurance, and FICA. The FY 22 request is \$2,258,397.

Miscellaneous. Costs that do not fit neatly into another department/function are deemed to be Miscellaneous. FY 22 request is \$226,073.

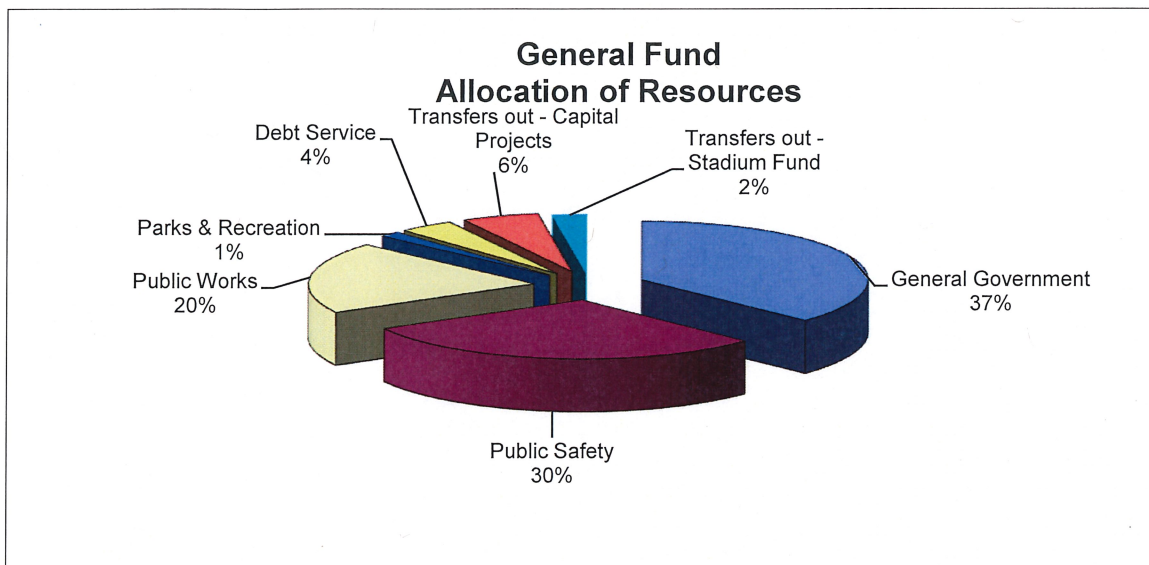
Parks and Recreation. This portion of the budget supports the efforts of the Aberdeen Parks and Recreation Committee, parks maintenance and the capital needs at the Aberdeen Swim Club. The Swim Club is operated, under agreement, by the Boys and Girls Club. FY 22 request is \$271,300.

Debt Service. The City has incurred debt for several capital projects including the City Hall and the Public Works facility. FY 22 request: \$635,608 for principal payments and \$76,917 for interest payments.

Transfers. The City transfers funds to the Capital Projects Fund for capital constructions and purchases. It also transfers funds to the Stadium Fund to support its operations, principally debt service. FY 22 request: \$1,002,000 to the Capital Projects Fund and \$436,482 to the Stadium Fund.

General Fund Allocation of Resources

Description	Amount	% of Budget
General Government	6,771,405	37%
Public Safety	5,398,371	30%
Public Works	3,578,351	20%
Parks & Recreation	271,300	1%
Debt Service	712,525	4%
Transfers out - Capital Projects	1,002,000	6%
Transfers out - Stadium Fund	436,482	2%
Total Expenditures	18,170,433	100%



Governmental Funds Summary

Description	General Fund	Capital Projects	Total
<i>Revenues:</i>			
Property Taxes	10,886,041	-	10,886,041
Other Taxes	261,667	-	261,667
State Shared Revenue	2,024,000	-	2,024,000
Licenses and Permits	94,250	-	94,250
Police Grants	356,674	-	356,674
County Shared Revenue	1,909,514	-	1,909,514
Grants (Fed, State, County, other)	533,348	400,000	933,348
Miscellaneous Income	942,700	-	942,700
Appropriation of Fund Balance	1,162,238	600,000	1,762,238
Transfers in	-	1,002,000	1,002,000
Total Revenues	18,170,433	2,002,000	20,172,433
<i>Expenditures:</i>			
Salaries and Benefits	10,976,347	-	10,976,347
Other Expenses	5,043,080	-	5,043,080
Debt Service	712,525	-	712,525
Capital Projects	-	2,002,000	2,002,000
Transfers out	1,438,482	-	1,438,482
Total Expenditures	18,170,433	2,002,000	20,172,433

General Fund Expenditures by Department					
Department	FY 2020 Actual	FY 2021 Working Appropriation	FY 2022 Request	Change FY '22 vs '21 Incr (Decr)	% Change FY '22 vs '21
Legislative	113,821	103,716	149,198	45,482	43.85%
Executive	610,706	603,347	622,495	19,148	3.17%
Elections	6,194	-	-	-	0.00%
Finance	568,819	580,481	624,443	43,962	7.57%
Legal	85,362	85,000	86,000	1,000	1.18%
Planning and Community Development	363,528	678,499	594,277	(84,222)	-12.41%
Government Building	2,227,345	871,600	856,100	(15,500)	-1.78%
General Government	65,187	87,523	88,000	477	0.54%
Health and Safety	25,613	20,500	21,000	500	2.44%
Police	4,547,718	4,695,925	5,101,044	405,119	8.63%
Fire	350,000	292,803	297,328	4,524	1.55%
Public Works Administration	477,162	533,149	567,296	34,147	6.40%
Public Works Streets	963,497	1,128,025	1,255,924	127,899	11.34%
Street Lighting	237,869	275,000	260,000	(15,000)	-5.45%
Winter Operations	24,986	40,000	120,000	80,000	200.00%
Solid Waste	807,131	766,359	950,048	183,689	23.97%
Municipal Separate Storm Sewer Systems	87,164	327,052	425,083	98,031	29.97%
Retirement	1,369,288	1,402,008	1,245,423	(156,585)	-11.17%
Payroll Related	2,152,617	2,256,737	2,258,397	1,660	0.07%
Miscellaneous	171,836	231,173	226,073	(5,100)	-2.21%
Parks and Recreation	102,146	136,300	271,300	135,000	99.05%
Debt Service	695,288	724,004	712,525	(11,479)	-1.59%
Transfers Out (1)	2,875,163	1,806,820	1,438,482	(368,338)	-20.39%
Total General Fund	18,928,440	17,646,019	18,170,433	524,413	2.97%
(1) Amount to Capital Projects Fund	1,927,396	690,000	1,002,000	312,000	45.22%

Enterprise Funds

Water Fund

The Water Fund is used to account for the daily operations of the water utilities. The City owns, operates, and maintains a 1.5 MGD (permitted) Water Treatment Plant utilizing 14 wells. The operations also utilize 4 water towers, 4 booster stations, and 92 water main miles to distribute safe drinking water to over 5,000 customers. The City purchases 400,000 gallons of water per day through an agreement with Harford County. The City can increase its purchases from the county up to 900,000 gallons per day, based on operational needs. Its main revenue sources are usage fees and capital connection fees. The capital connection fees are used to maintain existing infrastructure and future capacity. The water rates for FY 22 are: Minimum charge per 3,500 gallons or less of metered water is \$21.70; over 3,500 gallons is \$6.55 per 1,000 additional gallons. These rates reflect a 5% increase over the prior year's rates. The capital connection fee is \$9,000 per equivalent dwelling unit.

Sewer Fund

The Sewer Fund is used to account for the daily operations of the wastewater treatment facility. The City owns, operates, and maintains a 4.0 MGD (Permitted) Wastewater treatment Plant to service over 5,000 homes and businesses. The operations utilize 75 sanitary miles and 11 sewer pumping stations to collection waste for processing at the plant. Its main revenue sources are usage fees and capital connection fees. The capital connection fees are used to maintain existing infrastructure and future capacity. The sewer rates for FY 22 are: Minimum charge per 3,500 gallons or less of metered water is \$26.07; over 3,500 gallons is \$7.43 per 1,000 additional gallons. These rates reflect a 5% increase over the prior year's rates. The capital connection fee is \$8,500 per equivalent dwelling unit.

Stadium Fund

The Stadium Fund is used to account for the operation of the Ripken Stadium. Its main funding sources are the Admission and Amusement Tax, and Hotel Tax (transferred from the General Fund).

Enterprise Funds Summary

Description	Water Fund	Sewer Fund	Stadium	Total
<i>Revenues:</i>				
Operating Revenue	2,973,000	3,796,250	100,000	6,869,250
Non-Operating	4,169,485	1,376,267	113,300	5,659,052
Transfer in	-	-	436,482	436,482
Total Revenues	7,142,485	5,172,517	649,781	12,964,784
<i>Expenses:</i>				
Cost of Service	2,243,696	2,881,935	-	5,125,630
Other Expenses	287,055	317,265	573,000	1,177,320
Debt Service	556,734	712,817	76,781	1,346,333
Capital Expenditures	4,055,000	1,260,500	-	5,315,500
Total Expenses	7,142,485	5,172,517	649,781	12,964,784

DETAIL FINANCIAL DATA – REVENUES

**FY 2022 BUDGET SUBMISSION
GENERAL FUND - REVENUES**

Description	FY 2020 Actual	FY 2021 Working Appropriation	FY 2022 Request	Change FY '22 vs '21 Incr (Decr)	% Change FY '22 vs '21
Property Taxes					
Real Estate Taxes	9,225,923	9,231,481	9,373,737	142,256	1.54%
Corporate Personal Property Tax	1,408,027	1,284,582	1,223,066	(61,515)	-4.79%
Utilities Personal Property	530,258	533,163	531,283	(1,880)	-0.35%
Penalties and Interest	29,857	23,000	24,000	1,000	4.35%
Additions and Abatements	3,956	(8,000)	(4,000)	4,000	-50.00%
Discounts	(71,891)	(73,159)	(73,043)	116	-0.16%
Fire Fighter Tax Credit	(11,520)	(11,520)	(19,000)	(7,480)	64.93%
Water and Sewer Tax Credit	(5,314)	(7,085)	(5,515)	1,570	-22.16%
Enterprise Zone Tax Credit	(166,248)	(84,298)	(164,487)	(80,190)	95.13%
Sub-total	10,943,048	10,888,164	10,886,041	(2,123)	-0.02%
Other Taxes					
Franchise Tax	164,967	166,506	162,909	(3,597)	-2.16%
Mobile Home Tax	24,020	29,360	30,800	1,440	4.90%
Utility Pole Tax	67,430	67,430	67,958	528	0.78%
Sub-total	256,417	263,296	261,667	(1,629)	-0.62%
State Shared Revenue					
Income Tax	1,619,607	1,150,000	1,350,000	200,000	17.39%
Highway User Revenue	545,009	640,000	674,000	34,000	5.31%
Sub-total	2,164,615	1,790,000	2,024,000	234,000	13.07%
Licenses and Permits					
Traders License	25,471	25,000	25,000	-	0.00%
Grading Permits	12,648	15,000	15,000	-	0.00%
Building Permits	47,718	35,000	35,000	-	0.00%
Site Plan Review	27,536	14,000	14,000	-	0.00%
Mobile Home Park Licenses	600	600	600	-	0.00%
Peddlers Permits	190	150	150	-	0.00%
Public Works Agreement Revenue	-	15,000	-	(15,000)	-100.00%
Deed Stamps and Tax Certificates	4,678	4,500	4,500	-	0.00%
Sub-total	118,840	109,250	94,250	(15,000)	-13.73%
Police Grants					
State Aid for Police Protection	271,369	280,149	281,674	1,525	0.54%
Special Patrol Reimbursement	86,032	86,000	75,000	(11,000)	-12.79%
Seized Funds - Dept. of Justice	88,609	25,067	-	(25,067)	-100.00%
Sub-total	446,010	391,216	356,674	(34,542)	-8.83%
County Shared Revenue					
In Lieu of Financial Corporation	7,142	7,142	7,142	-	0.00%
Tax Differential (Police)	1,219,767	1,310,402	1,243,417	(66,985)	-5.11%
Activities Center (Senior Center)	51,204	52,740	54,322	1,582	3.00%
Hotel Tax	610,393	500,000	400,000	(100,000)	-20.00%
Municipal Separate Storm Sewer System	183,770	227,052	204,633	(22,419)	-9.87%
Sub-total	2,072,276	2,097,336	1,909,514	(187,822)	-8.96%

FY 2022 BUDGET SUBMISSION
GENERAL FUND - REVENUES

Description	FY 2020 Actual	FY 2021 Working Appropriation	FY 2022 Request	Change	% Change FY '22 vs '21
				FY '22 vs '21 Incr (Decr)	
Other Grants					
State Grants	91,397	187,615	200,000	12,385	6.60%
Federal Grants	-	-	333,348	333,348	
County Grants	29,514	163,834	-	(163,834)	-100.00%
Sub-total	120,911	351,449	533,348	181,899	51.76%
Miscellaneous Income					
Fines	8,245	15,000	11,000	(4,000)	-26.67%
Interest	197,765	150,000	20,000	(130,000)	-86.67%
Other Rents	5,128	6,000	6,000	-	0.00%
APG Contract Fees	956,391	750,000	800,000	50,000	6.67%
Miscellaneous income - Other	61,111	35,000	15,000	(20,000)	-57.14%
Police Miscellaneous Income	4,822	12,000	4,500	(7,500)	-62.50%
Trash Stickers	8,418	-	10,000	10,000	
DPW Miscellaneous	45,212	10,000	1,200	(8,800)	-88.00%
Police Seized Assets	13,310	-	-	-	0.00%
Antenna Leases	80,094	73,000	75,000	2,000	2.74%
Stormwater management fees	-	35,000	-	(35,000)	-100.00%
Annexation	10,523	-	-	-	0.00%
Sub-total	1,391,019	1,086,000	942,700	(143,300)	-13.20%
Total Revenues	17,513,136	16,976,711	17,008,195	31,484	0.19%
Other Financing Sources					
Loan Proceeds	122,788	-	-	-	0.00%
Appropriation of Fund Balance	-	669,308	1,162,238	492,930	73.65%
Sale of Property	16,894	-	-	-	0.00%
Total Other Financing Sources	139,682	669,308	1,162,238	492,930	73.65%
GRAND TOTAL	17,652,819	17,646,019	18,170,433	524,413	2.97%

FY 2022 BUDGET SUBMISSION
CAPITAL PROJECTS FUND REVENUES

Description	FY 2020 Actual	FY 2021 Working Appropriation	FY 2022 Request	Change	% Change
				FY '22 vs '21 Incr (Decr)	FY '22 vs '21
REVENUES					
State Grants	58,623	627,000	400,000	(227,000)	-36.20%
County Grants	-	322,834		(322,834)	-100.00%
Block Grant Receipts	22,138	-	-	-	0.00%
Miscellaneous Income	150,000	-	-	-	0.00%
Appropriation of Fund Balance	-	148,077	600,000	451,923	305.19%
Transfer from General Fund	1,927,396	690,000	1,002,000	312,000	45.22%
Total Revenue	2,158,156	1,787,911	2,002,000	214,089	11.97%

**FY 2022 BUDGET SUBMISSION
WATER FUND REVENUES**

Description	FY 2020 Actual	FY 2021 Working Appropriation	FY 2022 Request	Change FY '22 vs '21 Incr (Decr)	% Change FY '22 vs '21
Operating					
APG Contract Fees	161,075	145,000	165,000	20,000	13.79%
Miscellaneous Income	3,797	10,000	3,500	(6,500)	-65.00%
Utility Charges	2,420,307	2,556,750	2,677,500	120,750	4.72%
Tower Rental	65,520	73,000	69,000	(4,000)	-5.48%
Late Penalty	20,984	26,000	23,000	(3,000)	-11.54%
Service Charges	33,965	40,000	35,000	(5,000)	-12.50%
Su-total	2,705,648	2,850,750	2,973,000	122,250	4.29%
Non-Operating					
Federal Grants	-	-	3,909,035	3,909,035	
County Grants	1,294	-	-	-	0.00%
Interest on Savings	435	450	450	-	0.00%
Demand Charge	148,253	130,000	145,000	15,000	11.54%
Water Meter Fee	46,288	20,000	25,000	5,000	25.00%
Capital Connection	850,500	378,000	90,000	(288,000)	-76.19%
Sub-total	1,046,769	528,450	4,169,485	3,641,035	689.00%
Other					
Appropriation of Net Position	-	373,442	-	(373,442)	-100.00%
Sub-total	-	373,442	-	(373,442)	-100.00%
GRAND TOTAL	3,752,416	3,752,642	7,142,485	3,389,843	90.33%

**FY 2022 BUDGET SUBMISSION
SEWER FUND REVENUES**

Description	FY 2020 Actual	FY 2021 Working Appropriation	FY 2022 Request	Change FY '22 vs '21 Incr (Decr)	% Change FY '22 vs '21
Operating					
APG Contract Fee	171,170	145,000	165,000	20,000	13.79%
Miscellaneous Income	47,990	18,000	18,000	-	0.00%
Utility Charges	2,816,739	2,976,750	3,113,250	136,500	4.59%
Late Penalty	30,898	40,000	35,000	(5,000)	-12.50%
Sludge	53,197	260,000	25,000	(235,000)	-90.38%
ENR Fee	441,200	440,000	440,000	-	0.00%
Sub-total	3,561,195	3,879,750	3,796,250	(83,500)	-2.15%
Non-Operating					
State Grants	166,122	-	-	-	0.00%
Federal Grants	-	-	1,260,767	1,260,767	
County grants	5,457	-	-	-	0.00%
Interest on Savings	533	500	500	-	0.00%
S. Route 40 Front Foot Assessment	34,199	30,000	30,000	-	0.00%
Capital Connection	459,000	194,400	85,000	(109,400)	-56.28%
Sub-total	665,311	224,900	1,376,267	1,151,367	511.95%
Other					
Loan proceeds	-	547,871	-	(547,871)	-100.00%
Sale of Property	14,256	-	-	-	0.00%
Sub-total	14,256	547,871	-	(547,871)	-100.00%
GRAND TOTAL	4,240,762	4,652,521	5,172,517	519,996	11.18%

FY 2022 BUDGET SUBMISSION
STADIUM FUND REVENUES

Description	FY 2020 Actual	FY 2021 Working Appropriation	FY 2022 Request	Change FY '22 vs '21 Incr (Decr)	% Change FY '22 vs '21
Operating					
Admissions and Amusement Tax	113,737	80,000	100,000	20,000	25.00%
Facility Rental	3,606	-	-	-	0.00%
Su-total	117,343	80,000	100,000	20,000	25.00%
Non-Operating					
State Grants	-	1,419,000	-	(1,419,000)	-100.00%
Interest on Savings	23	-	-	-	0.00%
Interest Income on Leases	23,284	15,072	9,302	(5,770)	-38.28%
Lease Principal Receipts	106,662	98,412	103,997	5,586	5.68%
Sub-total	129,969	1,532,484	113,300	(1,419,184)	-92.61%
Other					
Transfer from General Fund	947,767	1,116,820	436,482	(680,338)	-60.92%
Su-total	947,767	1,116,820	436,482	(680,338)	-60.92%
 GRAND TOTAL	 1,195,079	 2,729,304	 649,781	 (2,079,523)	 -76.19%

DETAIL FINANCIAL DATA – EXPENDITURES

FY 2022 BUDGET SUBMISSION
GENERAL FUND - EXPENDITURES

Description	FY 2020 Actual	FY 2021 Working Appropriation	FY 2022 Request	Change FY '22 vs '21 Incr (Decr)	% Change FY '22 vs '21
LEGISLATIVE					
Elected Officials Salary	58,653	59,941	60,960	1,019	1.70%
Operating Expenditures	20,419	24,902	66,700	41,798	167.85%
Maryland Municipal League (MML) Dues	18,146	18,872	18,038	(835)	-4.42%
Volunteer Dinner	-	-	3,500	3,500	
Capital Purchases	16,603	-	-	-	0.00%
Sub-total	113,821	103,716	149,198	45,482	43.85%
EXECUTIVE					
Personnel Cost	536,088	547,302	556,615	9,314	1.70%
Overtime	301	500	500	-	0.00%
Operating Expenditures	33,617	32,355	32,679	324	1.00%
Vehicle O & M	4,106	3,000	3,000	-	0.00%
Emergency Management	-	2,500	-	(2,500)	-100.00%
Capital Purchases	30,880	-	15,000	15,000	
Employee Training	2,725	14,700	14,700	-	0.00%
Benefits Paid	2,990	2,990	-	(2,990)	-100.00%
Sub-total	610,706	603,347	622,495	19,148	3.17%
ELECTIONS					
Operating Expenditures	6,194	-	-	-	0.00%
Sub-total	6,194	-	-	-	0.00%
FINANCE					
Personnel Costs	507,699	524,881	570,843	45,962	8.76%
Overtime	1,071	500	500	-	0.00%
Operating Expenditures	22,071	22,100	24,100	2,000	9.05%
Audit	34,975	25,000	21,000	(4,000)	-16.00%
Employee Training	975	7,000	7,000	-	0.00%
Capital Purchases	2,029	1,000	1,000	-	0.00%
Sub-total	568,819	580,481	624,443	43,962	7.57%
LEGAL					
Codification	2,459	5,000	6,000	1,000	20.00%
Counsel	82,903	80,000	80,000	-	0.00%
Sub-total	85,362	85,000	86,000	1,000	1.18%
PLANNING AND COMMUNITY DEVELOPMENT					
Personnel Costs	274,021	283,093	302,297	19,204	6.78%
Overtime	517	-	-	-	0.00%
Operating Expenditures	36,767	88,271	33,980	(54,291)	-61.50%
Government Strategic Planning	-	-	125,000	125,000	
Vehicle O & M	2,578	1,500	1,500	-	0.00%
Earth Day	2,523	2,000	9,000	7,000	350.00%
Community Legacy Projects	42,365	135,324	100,000	(35,324)	-26.10%
Employee Training	4,758	7,500	7,500	-	0.00%
Capital Purchases	-	1,000	15,000	14,000	1400.00%
CDBG Projects	-	159,811	-	(159,811)	-100.00%
Sub-total	363,528	678,499	594,277	(84,222)	-12.41%
GOVERNMENT BUILDINGS					
Operating Expenditures	9,461	7,000	7,000	-	0.00%
Activity Center (Senior Center)	47,665	50,000	35,000	(15,000)	-30.00%
IT	496,872	457,600	451,100	(6,500)	-1.42%
Municipal Buildings Operations	299,202	250,000	250,000	-	0.00%
Janitorial Service	27,031	32,000	41,000	9,000	28.13%
Capital Purchases	1,307,913	25,000	30,000	5,000	20.00%
Property Insurance	39,201	50,000	42,000	(8,000)	-16.00%
Sub-total	2,227,345	871,600	856,100	(15,500)	-1.78%

FY 2022 BUDGET SUBMISSION
GENERAL FUND - EXPENDITURES

Description	FY 2020 Actual	FY 2021 Working Appropriation	FY 2022 Request	Change FY '22 vs '21 Incr (Decr)	% Change FY '22 vs '21
GENERAL GOVERNMENT					
Boys & Girls Club	29,000	29,000	29,000	-	0.00%
Community Promotions	14,620	29,023	25,000	(4,023)	-13.86%
Appearance and Preservation Committee	8,067	11,000	13,000	2,000	18.18%
Economic Development Committee	7,500	12,500	15,000	2,500	20.00%
Army Alliance	6,000	6,000	6,000	-	0.00%
Sub-total	65,187	87,523	88,000	477	0.54%
HEALTH AND SAFETY					
Operating Expenditures	25,613	19,500	20,000	500	2.56%
Capital Purchases	-	1,000	1,000	-	0.00%
Sub-total	25,613	20,500	21,000	500	2.44%
POLICE					
Personnel Costs (Sworn officers)	2,929,352	2,909,020	3,108,507	199,487	6.86%
Clerical Staff/ Code Enforcement	638,966	732,731	807,041	74,309	10.14%
Traffic Control	94,729	118,003	102,996	(15,008)	-12.72%
Special Patrols	67,592	80,000	70,000	(10,000)	-12.50%
Overtime	139,456	128,000	130,000	2,000	1.56%
Operating Expenditures	39,882	56,935	57,000	65	0.11%
Health and Safety	20,666	12,500	17,000	4,500	36.00%
Range/ Ammo	19,330	28,350	33,350	5,000	17.64%
Uniforms	29,684	41,000	56,000	15,000	36.59%
Special Operations Unit	5,311	15,000	24,000	9,000	60.00%
Community Policing	5,969	11,000	15,000	4,000	36.36%
Communications	89,012	94,709	95,000	291	0.31%
Utilities	30,195	34,000	34,000	-	0.00%
Motor Vehicle Expense	115,678	91,000	91,000	-	0.00%
Vehicle Fuel	83,393	85,000	85,000	-	0.00%
CDS Transactions	500	5,000	5,000	-	0.00%
Seized Funds - Dept. of Justice	36,633	25,067	-	(25,067)	-100.00%
Street Camera Project	31,172	73,635	65,473	(8,162)	-11.08%
Capital Purchases	78,975	42,904	194,677	151,773	353.75%
Property Insurance	46,625	60,000	55,000	(5,000)	-8.33%
Employee Training	44,596	52,070	55,000	2,930	5.63%
Sub-total	4,547,718	4,695,925	5,101,044	405,119	8.63%
FIRE					
Contribution	350,000	292,803	297,328	4,524	1.55%
Sub-total	350,000	292,803	297,328	4,524	1.55%
PUBLIC WORKS ADMINISTRATION					
Personnel Costs	421,014	462,649	498,796	36,147	7.81%
Overtime	1,296	1,500	1,000	(500)	-33.33%
Operating Expenditures	15,035	12,000	12,000	-	0.00%
Vehicle O & M	3,541	4,000	2,500	(1,500)	-37.50%
Work Order Management	13,220	21,000	21,000	-	0.00%
GIS Expenditures	8,099	15,000	16,000	1,000	6.67%
Employee Training	14,957	16,000	15,000	(1,000)	-6.25%
Capital Purchases	-	1,000	1,000	-	0.00%
Sub-total	477,162	533,149	567,296	34,147	6.40%
PUBLIC WORKS STREETS					
Personnel Costs	559,921	660,525	748,224	87,699	13.28%
Overtime	28,511	40,000	35,000	(5,000)	-12.50%
Operating Expenditures	71,274	90,000	92,500	2,500	2.78%
Health and Safety	13,936	23,000	16,000	(7,000)	-30.43%
BGE	23,296	25,000	35,000	10,000	40.00%
Telephone	8,144	8,000	8,200	200	2.50%
Storm Drains	17,036	30,000	-	(30,000)	-100.00%
Tree Maintenance	10,000	10,000	15,000	5,000	50.00%

FY 2022 BUDGET SUBMISSION
GENERAL FUND - EXPENDITURES

Description	FY 2020 Actual	FY 2021 Working Appropriation	FY 2022 Request	Change	
				FY '22 vs '21 Incr (Deer)	% Change FY '22 vs '21
Uniforms	4,634	7,500	7,000	(500)	-6.67%
Motor Vehicle Expense	110,223	80,000	140,000	60,000	75.00%
Vehicle Fuel	23,105	35,000	35,000	-	0.00%
Street Signs	7,807	8,000	8,000	-	0.00%
Striping	119	5,000	10,000	5,000	100.00%
Sidewalk Repair	32,707	50,000	50,000	-	0.00%
Capital Purchases	-	1,000	1,000	-	0.00%
Property Insurance	52,782	55,000	55,000	-	0.00%
Sub-total	963,497	1,128,025	1,255,924	127,899	11.34%
STREET LIGHTING					
Street Lighting	237,869	275,000	260,000	(15,000)	-5.45%
Sub-total	237,869	275,000	260,000	(15,000)	-5.45%
WINTER OPERATIONS					
Operating Expenditures	24,986	40,000	120,000	80,000	200.00%
Sub-total	24,986	40,000	120,000	80,000	200.00%
SOLID WASTE					
Personnel Costs	355,701	342,359	444,248	101,889	29.76%
Overtime	29,039	25,000	35,000	10,000	40.00%
Operating Expenditures	5,327	6,500	22,500	16,000	246.15%
Health and Safety	5,177	4,500	6,500	2,000	44.44%
Tipping Fee	267,699	275,000	295,000	20,000	7.27%
Telephone	1,198	1,500	1,800	300	20.00%
Uniforms	2,681	3,500	4,000	500	14.29%
Motor Vehicle Expense	97,217	50,000	80,000	30,000	60.00%
Vehicle Fuel	33,025	47,000	50,000	3,000	6.38%
Capital purchases	-	1,000	1,000	-	0.00%
Property Insurance	10,067	10,000	10,000	-	0.00%
Sub-total	807,131	766,359	950,048	183,689	23.97%
MUNICIPAL SEPARATE STORM SEWER SYSTEMS (MS4s)					
Personnel Costs	-	-	91,800	91,800	
Overtime	-	-	6,000	6,000	
Operating Expenditures	87,164	327,052	279,633	(47,419)	-14.50%
Health and Safety	-	-	1,300	1,300	
Telephone	-	-	600	600	
Uniforms	-	-	1,000	1,000	
Motor Vehicle Expense	-	-	2,500	2,500	
Vehicle Fuel	-	-	1,250	1,250	
Storm Drains Construction and Maintenance	-	-	40,000	40,000	
Capital purchases	-	-	1,000	1,000	
Sub-total	87,164	327,052	425,083	98,031	29.97%
RETIREMENT					
401 Plan - Defined Contribution Plan	262,493	257,008	304,423	47,415	18.45%
Police Pension Plan	778,936	810,000	650,000	(160,000)	-19.75%
Defined Benefits Plan	19,194	25,000	15,000	(10,000)	-40.00%
Other Post Employment Benefits (OPEB)	308,665	310,000	276,000	(34,000)	-10.97%
Sub-total	1,369,288	1,402,008	1,245,423	(156,585)	-11.17%
PAYROLL RELATED					
Workman's Compensation	257,445	270,192	279,389	9,196	3.40%
FICA	495,056	529,074	581,731	52,657	9.95%
Medical Insurance	1,386,091	1,437,470	1,377,277	(60,193)	-4.19%
Unemployment	14,026	20,000	20,000	-	0.00%
Sub-total	2,152,617	2,256,737	2,258,397	1,660	0.07%

FY 2022 BUDGET SUBMISSION
GENERAL FUND - EXPENDITURES

Description	FY 2020 Actual	FY 2021 Working Appropriation	FY 2022 Request	Change FY '22 vs '21 Incr (Decr)	% Change FY '22 vs '21
MISCELLANEOUS					
Drug and Alcohol testing	7,014	5,673	5,673	-	0.00%
On-line Payment System	-	500	500	-	0.00%
Capital purchases	-	1,000	-	(1,000)	-100.00%
Property Insurance	500	5,000	900	(4,100)	-82.00%
Cash Over/Short	95	-	-	-	0.00%
Employee Residence Incentive Program	2,100	4,000	4,000	-	0.00%
Miscellaneous Expense	130,018	115,000	115,000	-	0.00%
Special Events Expenses	22,110	-	-	-	0.00%
General Fund Contingency	10,000	100,000	100,000	-	0.00%
Sub-total	171,836	231,173	226,073	(5,100)	-2.21%
PARKS AND RECREATION					
Personnel Costs	-	-	40,000	40,000	
Parks and Recreation Committee	20,000	-	-	-	0.00%
Parks Maintenance	66,052	75,000	105,000	30,000	40.00%
Swim Club	11,644	50,000	115,000	65,000	130.00%
Property Insurance	1,182	1,300	1,300	-	0.00%
Miscellaneous Expense	3,268	10,000	10,000	-	0.00%
Sub-total	102,146	136,300	271,300	135,000	99.05%
DEBT SERVICE - Principal					
Refunding Bonds Series 2011 (CDA 2000)					
Infrastructure - Municipal Center	150,000	155,000	155,000	-	0.00%
Refunding Bonds Series 2011 (CDA 2002B2)					
Infrastructure - Maint Shop	140,000	145,000	150,000	5,000	3.45%
Refunding Bonds Series 2016 (CDA 2004B)					
Infrastructure - Shop	45,100	44,300	48,600	4,300	9.71%
Capital Projects - Suntrust Bank	53,000	52,500	51,500	(1,000)	-1.90%
Capital Lease Obligation - Police Vehicles	157,180	171,856	173,387	1,530	0.89%
Capital Lease Obligation - Copiers	13,059	14,442	15,546	1,104	7.65%
Capital Lease Obligation - Servers	19,514	38,592	41,575	2,983	7.73%
Sub-total	577,854	621,690	635,608	13,918	2.24%
DEBT SERVICE - Interest					
Refunding Bonds Series 2011 (CDA 2000)					
Infrastructure - Municipal Center	52,763	50,075	46,688	(3,388)	-6.76%
Refunding Bonds Series 2011 (CDA 2002B2)					
Infrastructure - Maint Shop	9,800	6,825	4,063	(2,763)	-40.48%
Refunding Bonds Series 2016 (CDA 2004B)					
Infrastructure - Shop	3,950	3,127	2,272	(855)	-27.33%
Refunding Bonds Series 2016 (Suntrust Bank)	7,296	6,441	5,098	(1,343)	-20.85%
Capital Lease Obligation - Police Vehicles	34,933	25,812	13,350	(12,462)	-48.28%
Capital Lease Obligation - Copiers	4,163	3,685	2,081	(1,604)	-43.53%
Capital Lease Obligation - Servers	4,529	6,348	3,365	(2,983)	-46.99%
Sub-total	117,435	102,313	76,917	(25,397)	-24.82%
TRANSFERS					
To Capital Projects	1,927,396	690,000	1,002,000	312,000	45.22%
To Ripken Stadium Fund	947,767	1,116,820	436,482	(680,338)	-60.92%
Sub-total	2,875,163	1,806,820	1,438,482	(368,338)	-20.39%
GRAND-TOTAL	18,928,440	17,646,019	18,170,433	524,413	2.97%

FY 2022 BUDGET SUBMISSION
CAPITAL PROJECTS FUND - EXPENDITURES

Description	FY 2020 Actual	FY 2021 Working Appropriation	FY 2022 Request	Change FY '22 vs '21 Incr (Decr)	% Change FY '22 vs '21
EXPENDITURES					
Parks & Recreation Capital Projects	-	-	410,000	410,000	
General Government Capital Projects	-	627,000	-	(627,000)	-100.00%
Public Works Administration Capital Projects	73,278	-	-	-	0.00%
Public Works Administration Street and Sidewalk Repairs	1,562,914	100,000	-	(100,000)	-100.00%
Public Works HUR Funded Projects (Curb, Gutter, Sidewalk/ Street Overlay)	699,859	600,000	674,000	74,000	12.33%
BRAC Zone Improvement Projects	11,645	8,077	-	(8,077)	-100.00%
Public Works Administration Capital Purchases	597,546	45,000	833,000	788,000	1751.11%
Community Development Block Grants (CDBG) Projects	31,797	322,834	-	(322,834)	-100.00%
Police Cars	107,800	85,000	85,000	-	0.00%
Total Expenditures	3,084,838	1,787,911	2,002,000	214,089	11.97%

FY 2022 BUDGET SUBMISSION
WATER FUND EXPENSES

		FY 2021		Change	
	FY 2020	Working	FY 2022	FY '22 vs '21	% Change
Description	Actual	Appropriation	Request	Incr (Decr)	FY '22 vs '21
COST OF SERVICE					
Salaries	521,690	483,408	606,197	122,790	25.40%
Overtime	1,072	1,200	1,000	(200)	-16.67%
Overtime Construction and Maintenance	10,599	20,000	20,000	-	0.00%
Uniforms	4,820	6,000	6,000	-	0.00%
Other Post Employment Benefits (OPEB)	16,662	24,000	22,000	(2,000)	-8.33%
401 Plan	31,968	39,841	51,427	11,586	29.08%
Workman's Compensation	21,498	23,369	26,880	3,511	15.03%
FICA	45,866	45,178	55,137	9,959	22.04%
Medical Insurance	91,619	111,324	94,554	(16,770)	-15.06%
Energy Costs	123,145	125,000	125,000	-	0.00%
Telephone	10,401	11,000	11,000	-	0.00%
Vehicle Maintenance	16,784	9,500	9,500	-	0.00%
Process Chemicals	40,980	33,000	33,000	-	0.00%
Process Equipment Maintenance	28,697	30,000	35,000	5,000	16.67%
Lab Testing	11,337	24,000	24,000	-	0.00%
Instrument Maintenance	15,710	14,000	10,000	(4,000)	-28.57%
Construction and Maintenance	116,160	145,000	145,000	-	0.00%
Water Purchase	749,546	850,000	900,000	50,000	5.88%
Lab. Chemical & Supplies	11,182	13,000	13,000	-	0.00%
Pump Station Maintenance	19,082	15,000	15,000	-	0.00%
Source Water Testing	22,391	39,000	40,000	1,000	2.56%
Sub-total	1,911,207	2,062,820	2,243,696	180,876	8.77%
OTHER EXPENSES					
Salaries	87,281	85,750	93,394	7,644	8.91%
Overtime	106	200	150	(50)	-25.00%
Operating Expenses	19,096	21,700	19,700	(2,000)	-9.22%
Health & Safety	13,573	15,000	18,000	3,000	20.00%
Audit Expense	23,441	10,000	6,000	(4,000)	-40.00%
On-line Payment System fees	5,388	5,000	5,000	-	0.00%
Work Order Management	6,610	3,000	3,000	-	0.00%
Property and Casualty Insurance	23,847	25,000	25,000	-	0.00%
Employee Training	4,929	8,000	8,000	-	0.00%
Miscellaneous Expenses	32,380	50,000	58,811	8,811	17.62%
Maintenance Building and Grounds	14,547	35,000	35,000	-	0.00%
Fire Hydrant Maintenance	13,439	15,000	15,000	-	0.00%
Special Events Expenses	1,294	-	-	-	0.00%
Sub-total	245,929	273,650	287,055	13,405	4.90%
DEBT SERVICE - Principal					
Refunding Bonds Series 2016 (CDA 2007B) Water Infrastructure	199,300	203,300	205,600	2,300	1.13%
Refunding Bond Series 2020 (2010 Water Capital Purchase Bond Series A)	240,500	247,700	226,500	(21,200)	-8.56%
Capital Lease Obligation - Copiers	580	730	920	189	25.93%
Sub-total	440,380	451,730	433,020	(18,711)	-4.14%
DEBT SERVICE - Interest					
Refunding Bonds Series 2016 (CDA 2007B) Water Infrastructure	34,786	25,853	22,091	(3,762)	-14.55%
Refunding Bond Series 2020 (2010 Water Capital Purchase Bond Series A)	125,658	118,458	101,182	(17,276)	-14.58%
Capital Lease Obligation - Copiers	781	631	441	(190)	-30.04%
Sub-total	161,224	144,942	123,715	(21,228)	-14.65%
CAPITAL EXPENSES					
Capital Projects	987,948	749,500	3,945,000	3,195,500	426.35%
New Construction Meters	29,186	20,000	20,000	-	0.00%
Meter Replacement Program	42,606	50,000	90,000	40,000	80.00%
Sub-total	1,059,740	819,500	4,055,000	3,235,500	394.81%
GRAND TOTAL	3,818,481	3,752,642	7,142,485	3,389,843	90.33%

FY 2022 BUDGET SUBMISSION
SEWER FUND EXPENSES

	FY 2020	FY 2021		Change	
Description	Actual	Working Appropriation	FY 2022 Request	FY '22 vs '21 Incr (Decr)	% Change FY '22 vs '21
COST OF SERVICE					
Salaries	1,131,480	1,132,222	1,271,598	139,376	12.31%
Overtime	25,477	30,000	29,000	(1,000)	-3.33%
Overtime Construction and Maintenance	14,378	14,000	16,000	2,000	14.29%
Uniforms	4,771	6,000	5,500	(500)	-8.33%
Other Post Employment Benefits (OPEB)	24,013	35,000	35,000	-	0.00%
401 Plan	83,934	85,258	95,549	10,291	12.07%
Workman's Comp	55,482	50,009	52,447	2,438	4.88%
FICA	94,266	96,560	107,884	11,324	11.73%
Medical Insurance	254,730	329,686	278,179	(51,507)	-15.62%
Energy Costs	302,391	300,000	300,000	-	0.00%
Telephone	21,161	19,000	22,500	3,500	18.42%
Vehicle Maintenance	50,788	25,000	30,000	5,000	20.00%
Process Chemicals	148,703	150,000	155,000	5,000	3.33%
Process Equipment Maintenance	125,928	113,000	121,277	8,277	7.32%
Lab Testing	12,138	20,000	20,000	-	0.00%
Operating Instrument Maintenance	8,476	20,000	20,000	-	0.00%
Construction and Maintenance	60,837	80,000	74,000	(6,000)	-7.50%
Lab Chemicals and Supplies	18,681	18,000	18,000	-	0.00%
Compost Operation	45,444	60,000	55,000	(5,000)	-8.33%
Pump Station Maintenance	26,262	70,000	65,000	(5,000)	-7.14%
Pretreatment Operating	42,483	48,000	45,000	(3,000)	-6.25%
Elevated Tower Maintenance	-	-	65,000	65,000	
Sub-total	2,551,824	2,701,735	2,881,935	180,200	6.67%
OTHER EXPENSES					
Salaries	85,960	85,750	93,394	7,644	8.91%
Overtime	106	250	250	-	0.00%
Operating Expenses	14,609	17,700	19,700	2,000	11.30%
Health and Safety	16,200	20,000	21,000	1,000	5.00%
Audit	23,441	10,000	6,000	(4,000)	-40.00%
On-line Payment System fees	5,388	5,000	5,000	-	0.00%
Work Order Management	10,210	3,000	3,000	-	0.00%
Property and Casualty Insurance	46,036	42,000	42,000	-	0.00%
Training	2,538	8,000	6,000	(2,000)	-25.00%
Miscellaneous Expenses	26,140	45,000	25,000	(20,000)	-44.44%
Maintenance, Building and Grounds	97,872	70,000	70,000	-	0.00%
Special Events Expenses	5,457	-	-	-	0.00%
Contingency - Rainy Day	-	-	25,921	25,921	
Sub-total	333,957	306,700	317,265	10,565	3.44%
DEBT SERVICE - Principal					
2017 Sewer Capital Projects Loan (M & T Bank)	280,568	286,507	218,947	(67,561)	-23.58%
2009 MDE ARRA Loan (Stimulus Loan)	33,275	33,607	33,944	336	1.00%
ENR Loan	383,857	387,312	390,797	3,486	0.90%
Capital Lease Obligation - Copiers	2,354	2,473	2,599	125	5.06%
Sub-total	700,053	709,900	646,286	(63,613)	-8.96%
DEBT SERVICE - Interest					
2017 Sewer Capital Projects Loan (M & T Bank)	14,254	8,568	2,359	(6,208)	-72.46%
2009 MDE ARRA Loan (Stimulus Loan)	4,345	4,150	3,814	(336)	-8.10%
ENR Loan	65,630	63,615	60,129	(3,486)	-5.48%
Capital Lease Obligation - Copiers	473	354	229	(125)	-35.40%
Sub-total	84,701	76,686	66,531	(10,155)	-13.24%
CAPITAL EXPENSES					
Capital Projects	645,731	857,500	1,260,500	403,000	47.00%
Sub-total	645,731	857,500	1,260,500	403,000	47.00%
GRAND TOTAL	4,316,267	4,652,521	5,172,517	519,996	11.18%

FY 2022 BUDGET SUBMISSION
STADIUM FUND EXPENSES

Description	FY 2020 Actual	FY 2021 Working Appropriation	FY 2022 Request	Change FY '22 vs '21 Incr (Decr)	% Change FY '22 vs '21
EXPENSES					
Stadium Expenses					
Operating Expenses	-	5,000	1,000	(4,000)	-80.00%
Audit Expense	5,581	3,000	2,000	(1,000)	-33.33%
Legal Counsel	68,378	20,000	30,000	10,000	50.00%
Property and Casualty Insurance	35,283	36,000	40,000	4,000	11.11%
Construction and Maintenance	380,519	2,069,000	500,000	(1,569,000)	-75.83%
Sub-total	489,761	2,133,000	573,000	(1,560,000)	-73.14%
Debt Service - Principal					
Refunding Bonds Series 2011 (CDA 2001B) Infrastructure - Stadium Land	155,000	155,000	-	(155,000)	-100.00%
Refunding Bonds Series 2011 (CDA 2001A) Infrastructure - Stadium Constr	345,000	355,000	-	(355,000)	-100.00%
Refunding Bonds Series 2011 (CDA 2002B1) Infrastructure - Stadium	70,000	70,000	75,000	5,000	7.14%
Sub-total	570,000	580,000	75,000	(505,000)	-87.07%
Debt Service - Interest					
Refunding Bonds Series 2011 (CDA 2001B) Infrastructure - Stadium Land	8,835	4,960	-	(4,960)	-100.00%
Refunding Bonds Series 2011 (CDA 2001A) Infrastructure - Stadium Constr	14,097	7,988	-	(7,988)	-100.00%
Refunding Bonds Series 2011 (CDA 2002B1) Infrastructure - Stadium	4,596	3,356	1,781	(1,575)	-46.93%
Sub-total	27,528	16,304	1,781	(14,523)	-89.07%
GRAND TOTAL	1,087,288	2,729,304	649,781	(2,079,523)	-76.19%

LIST OF CAPITAL PROJECTS

FY 2022 BUDGET SUBMISSION		
LIST OF CAPITAL PROJECTS		
FUND	DESCRIPTION	AMOUNT
CAPITAL PROJECTS (General Fund)		
	Police Cars	85,000
	Sub-total - Police	85,000
	Aberdeen Pool Assessment (Design) - Grant Reimbursable	100,000
	Festival Park Electrical Design	10,000
	Rock Glenn Park Improvement	400,000
	Sub-total - General Government	510,000
	Miscellaneous Equipment (Heavy Equipment Items not accounted for in O&M Budget)	20,000
	VEH-16-32 Unit #40 Brush Chipper (Replacement)	60,000
	Tire Changing Machine (Mechanics Shop)	10,000
	VEH-20-01 2.5 Ton Dump Truck (Additional)	135,000
	VEH-16-62 Unit#107 Trash Truck (Replacement)	240,000
	New Trash Truck (Additional)	240,000
	MS4s Maintenance Requirement:	
	Portable Pipe Inspection System (Storm Drain)	90,000
	Pickup Truck Storm Drain Crew (Additional)	38,000
	Sub-total - DPW Equipment	833,000
	Street Resurfacing (Highway User Revenue funded)	674,000
	Grand-Total General Fund	2,102,000
WATER FUND		
	HdG Waterline (Design & Inspection Svs) (FY21 \$120K out of \$364K)	180,000
	HdG Waterline (Construction)	2,500,000
	Railbird Pump Station (Construction)	1,000,000
	I-95 Tank Design	100,000
	Swan Meadows Water Line Replacement (Design)	100,000
	WTP-16-10 Production Well Maintenance (2 wells complete FY21)	45,000
	W/WW Pickup Truck (Additional) - 50% W-50%WW	20,000
	Total Water Fund	3,945,000
SEWER FUND		
	WWTP-16-31 Digester Sludge Heat Exchanger Replacement (450K FY21)	250,000
	VEH-16-46 Unit#88 Trommel Screen (\$315,000: 70% City/30% APG)	220,500
	UTL-16-10 Crestmont Sewer Main Replacement	300,000
	WWTP-16-04 Install Plant Auxiliary Power System (Design)	100,000
	UTL-19-01 Swan Creek Force Main	275,000
	WWTP-17-01 Digester Cleaning (Evaluate Methane & Flare System)	50,000
	Cranberry Run PS Electric Upgrades	35,000
	Utility Terrain Vehicle (1) at WWTP	10,000
	W/WW Pickup Truck (Additional) - 50% W-50%WW	20,000
	Total Sewer Fund	1,260,500
STADIUM FUND		
	Facility Assessment (Settlement Agreement)	200,000
	Capex Fund (Ripken Settlement Agreement - \$300,000):	
	Picnic Deck Upgrades	60,000
	Fire Protection System Upgrade & Additions	50,000
	HVAC Roof Top Unit Replacement	120,000
	Construction & Maintenance	70,000
	Total Stadium Fund	500,000
GRAND TOTAL		
		7,807,500

Description of Proposed Public Works Capital Projects Fiscal Year 2022

General Fund

- Aberdeen Pool Assessment: DPW will use \$100K of a General Funds with a state reimbursable grant to secure architecture and engineering professional services to comply with ADA requirements and upgrades to meet code issues. Within the design, aspects of site layout and upgrades to the existing structures on the property will be addressed as well as mechanical, electrical, and plumbing upgrades. These funds will secure a design, permit, and construction cost estimate.
- Festival Park Electrical (Design): DPW will use \$10K to secure an electrical engineer to conduct an electrical load assessment and develop an electrical upgrade design for Festival Park. The use of the Park has dramatically increased over the past several years and is the focal point of the City for events. It is used for fairs, events, and the electrical system is not sufficiently designed to accommodate all the new uses throughout the year.
- Rock Glenn Park Improvements: The City was awarded a \$400K grant by the Maryland Department of Natural Resources to fund the City's share of improvements to Rock Glenn Park. The proposed improvements include: two multipurpose fields, multi-purpose double-sized court to be used for basketball and pickleball, walking trail and a parking lot.
- Miscellaneous Equipment: DPW utilizes \$20K in General Funds to purchase/replace smaller power equipment such as pressure washers, cut saws, chain saws, concrete mixers, attachments for heavy equipment or diagnostic equipment that are not accounted for in the yearly operating budget.
- VEH-16-32 Unit #40 Brush Chipper (Replacement): DPW will use \$60K in General Funds to replace an existing Chipper. The Equipment is 12 years old and is heavily relied by staff to dispose of large limbs and small trees for general maintenance throughout the City, remove debris from storms, and provides chipper service requests to residents. The chips are used by the WWTP as part of the composting operations.
- Tire Changing Machine (Mechanics Shop): DPW will use \$10K in General Funds to replace/upgrade the current model that is 20 years old. An upgrade is required to meet a larger range of rim/ tire size capability.
- VEH-20-01 2.5 Ton Dump Truck: (Additional) DPW will use \$135K in General Funds to purchase a vehicle for use every day to meet the staff's requirements. Haul stone and spoils more efficiently with more than one truck on jobs. Will save on man hours and down time. This truck would also be utilized to address snow removal in the expanded City footprint.
- VEH-16-62 Unit#107 Trash Truck (Replacement): DPW will use \$240K in General Funds to replace an existing 2010 Model 15CY trash/recycling truck with a new 25CY truck, this is one of five vehicles in the current City's Environmental Fleet and is the oldest vehicle in the fleet.

- New Trash Truck (Additional): DPW will use \$240K in General Funds to add an additional 25 CY trash/recycling truck, this will increase the fleet size to six vehicles and provide a truck that can be used in rotation with the other trucks that have 25CY capacity to meet the City's needs in servicing an increase of residential stops.
- The following two items are dedicated equipment items required to expand City Maintenance operations to stand up a dedicated stormwater maintenance crew to meet MS4 Permit requirements and general annual storm sewer maintenance. Staff under this operation would still use general purpose dump trucks, pickups, backhoes, and excavators shared across the department.
 - Portable Pipe Inspection System: (Storm Drain) DPW will use \$90K in General Funds to purchase a portable CCTV system that will be used to inspect storm drain boxes and piping.
 - Pickup Truck Storm Drain Crew (Additional): DPW will use \$38K in General Funds to purchase a vehicle to be used to transport crew and carry the Portable CCTV system. Truck will be equipped with a snowplow to help with snow removal.
- Street Resurfacing: DPW will use the \$670K in Maryland Highway User Funds to repave city owned and/or maintained streets. DPW will allocate approximately \$150k within this fund to repair and replace selected sections of curb & sidewalk. The City will use separate contracts to execute these requirements.

Water Fund

- Havre de Grace (HdG)-COA Water Supply Interconnect (Design & Inspection Services): DPW will use \$180K in Water Funds to complete the design and provide inspection services for the construction of a water transmission line and pump station along the Route 40 corridor between Havre de Grace and City of Aberdeen
- HdG Waterline (Construction): DPW will use \$2.5M to fund for a construction contract to connect a water supply line at Old Robin Hood Road to Beards Hill Extended along Route 40 corridor to receive water from HdG.
- Railbird Pump Station (Construction) – DPW will use \$1.0M to fund for a construction contract to construct and install a water booster station to receive water from a water supply line from HdG to boost water into Water Zone 2 because of the new water line construction.
- I-95 Water Tower (Design): DPW will use \$100K in Water Funds to complete the design and MDE permitting for the Water Tower to support the west side of the City beyond I-95.
- Swan Meadows Water Line Replacement (Design): DPW will use \$100K to fund a design to initiate the replacement of over 8,000 LF of water mains in Swan Meadows. The waterline is made from a clay pipe using asbestos cement which cannot accommodate pressure founds in typical water systems today. Public Works reduces pressure in this section of the system to reduce the number of breaks. Fire Departments also must exercise care in accessing hydrants from these lines as operations can cause catastrophic breaks during an emergency response.
- Production Well Maintenance (WTP 16-10): DPW will use \$45K for overhaul maintenance of two (2) wells. The City has 14 wells to produce water. In FY21, the City overhauled the first two wells, these funds continue the next sets. The overhaul includes pump maintenance and repairs, inspection/repairs of the casing and screens, and remediation of other issues discovered during the inspection phase.
- W/WW Pickup Truck (Additional): DPW will use \$20K in Water Funds to purchase a 50/50 cost share with the Sewer Fund for an additional vehicle for WW/WWTP operations. The vehicle will support daily plant by plant operations to include testing and inspection requirements throughout the distribution system, after hours service calls, and emergency responses. The vehicle will be able to haul equipment such as shovels, picks, long handle valve key, parts, pumps, motors, pallets of chemicals, buffers, hoses, and water and wastewater samples.

Sewer Fund

- WWTP-16-31 Digester Sludge Heat Exchanger Replacement (Construction): DPW will use \$250K in Sewer Funds to complete the installation of two replacement units for the original digester sludge heat exchangers (1980). This 12-month project awarded in October 2020 at a construction cost of \$645K and \$40K in Engineering Inspection Services. The City funded \$450K in FY21 and will carry an unbilled by end of FY21 plus an additional \$250K to complete. The exchangers provide heat to the digestors to break organic solids, remove pathogens, and decompose them into stable substances for disposal to meet compliance regulation. The new units will include an upgrade from oil to natural gas.
- VEH 16-46 Unit #88 Trommel Screen: DPW will use \$221K in Sewer Funds. The cost is distributed 70% City and 30% APG for the new unit (\$315K). The current screen was purchase used and has been in constant operations for approximately 15 years since purchase. The screen is mandated for use in composting operations with the MDA/MDE permits for the facility. The replacement screen will be movable so it may be moved under the compost pavilion during weather events. The current unit is deteriorating due to age.
- UTL-16-10 Crestmont Sewer Main Replacement: DPW will use \$300K in Sewer Funds. The Sewer main is non-reinforced concrete which is severely deteriorated due to hydrogen sulfide damage. It has several large holes throughout the main. The main could fail and cause an emergency response by our DPW resulting in a loss of service to our residents. Replace from SMH-0456 to SMH-0042. This will have to be a phased project for the entire street.
- WWTP-16-04 Install Plant Auxiliary Power System (Design) – DPW will use \$100K in Sewer Funds to secure an engineering firm to design a backup system for Process Control. The design will calculate loads for a generator to power the grit, primary, 1st stage, 2nd stage, and solids processing buildings at the WWTP. This requirement will allow essential equipment to operate during a utility outage to maintain NPDES permit regulations. 1978 era electric substation for the WWTP needs full evaluation and code updates.
- UTL-19-01 Swan Creek Force Main Replacement (Construction): DPW will use \$275K in Sewer Funds to secure a contractor to provide a new section of the Force Sewer Main after failure of a section under Swan Creek. DPW was unable to execute the project in FY21, inability in obtaining approved permits from state agencies due to reduced services during COVID.
- WWTP-17-01 Digester Cleaning (Evaluate Methane Flare System Design): DPW will use \$50K in Sewer Funds to bring in a contractor to assist staff in a major overhaul and cleaning of both digestors. The digesters are also full of rags and debris from the lack of adequate screening prior to the new headwork screen install. Staff currently must open and clean three digested pumps twice per 24 hours to clean the pumps. Continuous clogging of the pumps hinders proper digester operations and maintain mandated 98-degree temperature (f). Once access is made to the digester, a firm could evaluate the methane flare system. The system is currently offline which could lead to MDE violation under the Clean Air Act. The Methane system is mostly original parts and accessories installed in the late 1970s.

- Cranberry Run PS Electric Upgrades: DPW will use \$35K in Sewer Funds to relocate all high voltage equipment to an outside weatherproof cabinet. Currently, all 480v/240v control panels are in the dry well. The dry well has the potential to flood which would than take the entire station offline. This station serves the PEPSICO plant which is 24-hour operation. The upgrades will move all high voltage panels and VFDs to an outside weatherproof cabinet.
- Utility Terrain Vehicle: DPW will use \$10K to purchase a second UTV at the wastewater plant. In 2010, WWTP purchased two “golf carts.” Both were taken offline in 2018 for safety reasons. One unit was replaced in 2019 and upgrade to a UTV as the golf carts were not rated for the heavy use and capacity requirements. Due to budgets, the second unit has not been replaced. The UTV are used during all shifts to transport samples, supplies within the facility, and transports parts, lubricants etc. for preventative maintenance and repairs by plant mechanics. Continue failure to fund requires staff to seek work arounds with one UTV and pickup trucks that are often in demand for other operations.
- W/WW Pickup Truck (Additional): DPW will use \$20K in Water Funds to purchase a 50/50 cost share with the Water Fund for an additional vehicle for WW/WWTP operations. The vehicle will support daily plant by plant operations to include testing and inspection requirements throughout the distribution system, after hours service calls, and emergency responses. The vehicle will be able to haul equipment such as shovels, picks, long handle valve key, parts, pumps, motors, pallets of chemicals, buffers, hoses, and water and wastewater samples.

Stadium Fund

- Facility Assessment: DPW will use \$200,000 in General Funds to cover the facility assessment of Ripken Stadium in conformance with the Ripken Stadium Settlement Agreement.
- Capex Funds: DPW will use \$300,000 in General Funds to provide a contribution to the Capex Fund as specified in the Ripken Settlement Agreement. This is a yearly contribution due October 1 of each year. The funds are intended to be allocated as follows:
 - Picnic Deck Upgrades: DPW will use \$60,000 to cover upgrades to the picnic area of the stadium to bring the facility into code compliance.
 - DPW will use \$50,000 to cover repairs and upgrades to the existing fire protection system of the stadium.
 - DPW will use \$120,000 to cover replacement of 2 HVAC rooftop units.
 - Construction & Maintenance: DPW will use \$70,000 to cover contingency items to be used in normal capital maintenance items that arise at the stadium over the course of the year. This includes plumbing, electrical, fire safety and other areas of standard maintenance that are the City's responsibility under the Concession Agreement.