CHARLES COUNTY GOVERNMENT

Fiscal Year 2022 Budget Book

July 1, 2021 – June 30, 2022

CHARLES COUNTY COMMISIONERS

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(Dist. 4)

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Charles County is a Code Home Rule County governed by a five-member Board of County Commissioners. The five Commissioners are elected at-large to four-year terms of office. The President is the only full-time position and may reside anywhere in the county. The other four Commissioners, who each represent a Commissioner District in which they must reside, are part-time.

Board Responsibilities

The Charles County Commissioners are responsible for:

- Raising revenues to fund the capital and operating budgets for County departments and agencies
- Providing for the public health, safety, and welfare of Charles County residents
- Adopting and updating the Land Use Plan and Zoning Ordinance and overseeing the development process
- Establishing, promulgating, and enforcing County rules, regulations, ordinances, policies, and procedures
- Appointing boards, commissions, and task forces to advise them and make recommendations
- Fulfilling the mission of Charles County Government and serving on various board and councils in the County, region and State

Regular Board Meetings

Meetings of the Charles County Board of Commissioners are scheduled each week and held in the Charles County Government Building. The Commissioners conduct quarterly Town Meetings to accommodate residents who may be unable to attend regularly scheduled meetings.

Meetings are aired live on Charles County's local government cable television stations Comcast channel 95 and Verizon channel 10 and rebroadcast during the week. A live streaming Internet video connection is also available on the Charles County Government website, https://www.charlescountymd.gov/our-county/ccgtv-live-stream, as well as, previously aired meetings.

Commissioner Appointed Boards, Committees, and Commissions

The Charles County Commissioners appoint more than 40 commissions, boards, committees, and workgroups, which advise them on topics ranging from land use and development to housing. Vacancy announcements are advertised through the local news media and on https://www.charlescountymd.gov/government/vacancies-2.

FORMAT OF THE BUDGET DOCUMENT

The front of the budget book is designed to provide an overview of the entire County including:

Board of Commissioners,
Budget Message to the Citizens,
Commissioner's Goals & Objectives,
Financial & Operational Policies,
Fund structure & description,
Budget process,
Summary of all adopted budgets, highlights, and,
Estimated changes in the fund balance.

The front area also contains a section titled **General, Economic, & Statistical** information. This section provides the reader with general information including the County's history, form of government, organizational chart, location, public schools, parks & recreation, attractions, cultural arts, property values & tax rates, employment, major employers, income, demographics, information on construction activity, etc.

The Budget Document is then divided into three main sections:

Operating Budget

The operating budget is separated into the following units:

- **General Fund** (accounts for resources traditionally associated with government services),
- **Enterprise Funds** (primarily funded by service fees directly associated with the operation),
- **Other Governmental Funds** (Special Revenue funds which are legally restricted or formally designated for a particular purpose and the Debt Service fund which is used to account for the annual payment of long-term debt which have a specific or legally binding revenue source).

Each of these units includes a description of the fund, the operating revenues, and trends/assumptions used to develop the budget. A summary of revenues and expenditures is provided. Detailed budget information for each operating fund is reported by Department and Division including: budgeted amounts, personnel summary, description, and objectives & measurements. A comprehensive **Personnel** listing and **Vehicle & Equipment** listing of all funds is also provided.

Capital Budget

This section contains a summary of planned capital projects and cost estimates for the FY22-FY26 **Capital Improvement Program (CIP)**. A description of the fund, revenues, and trends & assumptions used to develop the budget are covered. The operating impact of the Capital Program on the operating budgets is discussed and is quantified in a cumulative summary. Detailed information for each project is provided and includes project title, department managing the project, project number if applicable, revenue and expenses by classification for each of the five years including any prior appropriations, and the operating budget impact or budget savings of the project. Also included is the project description and justification, and location. This section concludes with a three-year historical perspective on the CIP and the operating budget of in-house costs that are allocated out to the various projects.

Financial Planning

This section begins by reinforcing the connection between the capital and operating budgets and how this information is used to develop the County's **Five-Year Plans**. Plans are developed for the General Fund, Water & Sewer Operations, Solid Waste, Environmental Services, and Watershed Protection and Restoration Operations. Trends and Assumptions used to develop these models are discussed and include the County's Debt Affordability calculation. This section also provides **Financial Indicators** which provide a historical perspective on the County's financial position. A unit on the County's **Debt Service** information is included as it is used in assisting the County to plan for the future. A schedule is provided on the County's current and future debt obligations. These figures are incorporated into the County's operating budget and the future cost of these debt obligations is incorporated into the County's Five-Year Plans.

A **Glossary** and **Index** are included in the back of this budget document.

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CHARLES COUNTY GOVERNMENT
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August 9, 2021

Dear Charles County Residents:

I am pleased to present the Charles County Government fiscal 2022 adopted budget (July 1, 2021- June 30, 2022). This budget document presents detailed information about the adopted operating and capital budgets, in direct alignment with our mission statement to provide residents with the highest quality services, in an open and accessible format that demonstrates the county's fiscal responsibility.

Each year, the budget process begins with the development of revenue projections. Projections provide an estimate of the amount of money that is available to pay for the services that the county provides. If revenue projections are favorable, new requests related to achieving the County Commissioners' 2019 – 2021 goals & objectives are the highest priority for inclusion in the upcoming budget. The five overarching goals: Economic Development and Supportive Services, Institutional Governance and Policy, Environment, Education, and Quality of Life, guides the County in providing the highest quality of services to the citizens of Charles County.

The proposed budget presented in April enhanced core services, provided investments in criminal justice and public safety, included funding for planning, transportation, and transits services and funded community public health outreach initiatives. Highlights to the proposed budget included a six-month pilot program offering free service to riders on VanGO once capacity restrictions are lifted, a first among all Maryland jurisdictions designed to eliminate barriers for residents to travel to essential destinations including work, shopping, and education facilities. The new investments in criminal justice included funding six additional attorneys for the State's Attorney's Office, funding for a pre-trial services program, and a new coordinator position to support the Criminal Justice Coordinating Council. The proposed budget was a balanced budget while maintaining the property tax and income tax rate. During a series of meetings and work sessions held during April and May, the Board of County Commissioners discussed and made changes to the proposed budget. New funding was added to the budget to address specific Commissioner goals & objectives with the use of fund balance reserves as these new items are considered one time in nature. Additional funding was provided to the Board of Education to enhance their workforce's salary compensation for the upcoming school year by reallocating resources within the proposed budget so there would be no reduction in core services to the community.

The fiscal 2022 General Fund Operating budget, adopted at $450.4 million, increased by $16.9 million from the fiscal 2021 adopted budget. Approximately 75 percent of that amount is designated for spending on public education, Sheriff's Office, and emergency services which continue to be our top priorities. The fiscal 2022 budget was adopted without raising property tax or income tax rates. The combined budget for all funds is $712 million. The overall fiscal 2022 budget enhances citizen's quality of life by investing resources in vital service improvements in accordance with the Commissioners' goals and objectives.

Budget Highlights

General Fund Operations:

Our largest operating budget is the General Fund. The fiscal 2022 General Fund budget was adopted at $450,350,300, an increase of 3.9 percent compared to the fiscal 2021 adopted budget. The county property tax rate was held constant at $1.141 per $100 of assessed value and $0.064 per $100 of assessed value for the Fire and Rescue Tax, for a total local property tax rate of $1.205. The local portion of the state income tax rate was also held constant at 3.03 percent of the state liability.

Property Taxes will generate $6.4 million in additional tax revenue over the prior fiscal year. Total estimated property tax revenue is $247.7 million, which represents 55 percent of the General Fund. The second largest source of revenue, **Income Tax**, will generate $8 million in additional tax revenue, which is 5.7 percent greater than the fiscal 2021 adopted budget. Total estimated income tax revenue is $148 million, which represents

32.9 percent of the General Fund. Various revenue sources comprise the remaining 12.1 percent of the General Fund and include the use of fund balance for one-time costs.

Our largest budget priority is public education. The Board of County Commissioners allocated $200.7 million to the **Board of Education**, an increase of $5 million from fiscal 2021. The additional funding exceeded the maintenance of effort level required by state law by $5 million. The state maintenance of effort law requires each county to provide the same amount of funding, on a per pupil basis, as they did the prior year. This additional investment equates to a 4.7% increase in per pupil funding. The county's commitment to public education has continued to deliver positive results, as Charles County Public Schools' 2020 student graduation rate was more than 93 percent—among the highest in the state.

The Board of County Commissioners allocated $100.9 million to the **Sheriff's Office** and related public safety functions, an increase of 4.7 percent from fiscal 2021. Additional funds will support hiring two new sworn officers, provides funding to begin the Agency's preparation for the issue of body worn cameras that will be required for every police department in Maryland by 2025, and a new position to assist with employee mental health. Our steady and consistent investment in public safety has reduced crime and ensured a safer community for everyone who works, lives, and visits here.

Other highlights include funding to support the VanGO pilot program, providing funding towards new investments in criminal justice initiatives, the full year impact of a new emergency services crew in Waldorf that was approved for fiscal 2021, a new resident communication software for the County Commissioners, four new contractual positions for community outreach workers within the Charles County Department of Health, and funding to support the Department of Planning and Growth Management efforts in updating the zoning ordinance and to support climate resiliency initiatives. The budget meets our debt obligations for the capital improvement program, and other expenditures to facilitate Commissioners' goals and objectives.

Capital Project Budget:

The Capital Budget is based on a five-year program that provides for multi-year project development while ensuring that projects can be afforded within the county's debt capacity. This framework is important for meeting the county's goal to maintain and enhance its infrastructure. Although these project budgets are adopted on an annual basis, there is significant long-range planning that takes place before approval. The county continues to exercise sound fiscal judgment by adhering to its policy of spending within the debt affordability limit and prioritizing the many requests for capital projects. The county was rewarded for its fiscal discipline as the county maintained its current AAA rating from Standard & Poor's, Fitch, and Moody's in fiscal 2021. Bond ratings directly affect the interest rate received on borrowed funds in support of the capital improvement program.

The fiscal 2022-2026 Capital Improvement Program (CIP) provides for $706.3 million in funding from a combination of sources so that the infrastructure for schools, roads, parks, water and sewer, and public buildings can be constructed. CIP funding is distributed to the following priorities:

- $204.7 million for public school projects
- $323.5 million for water and sewer projects
- $49.0 million for environmental and stormwater management projects
- $9.7 million for College of Southern Maryland projects
- $43.8 million for transportation and road projects
- $75.6 million for other infrastructure and capital projects

The capital investment in education is evident with $214.4 million of state and county funds appropriated for public schools and college facilities. The county continues to support the Board of Education's priority requests for major renovation of older schools, full-day kindergarten additions, maintenance of existing schools, and future renovation projects, as well as, funding for a new elementary and planning for new middle school. The College of Southern Maryland received funding to replace their wastewater treatment plant at their La Plata campus and to renovate their Health Technology building. Other highlights include preservation and protection of county land through various programs offered by the Department of Planning & Growth Management, a retrofit of the current La Plata Library once the new La Plata Library is constructed, two new synthetic turf fields, increased funding for drainage improvement projects, constructing the new Animal Shelter, restrooms at Mallows Bay Park, funding for phase three of the Western Parkway Road expansion, as well as, other transportation improvements.

Enterprise Fund Operations:

County Government provides many services and facilities that are funded by a customer user fee, such as water and/or sewer, landfill, recycling, stormwater management, building inspection, and recreational programs. Because these operations generate revenue to pay for associated costs, like a business, the revenues are designated separately into enterprise funds. A comprehensive budget review is completed annually to ensure the various fees and charges can support these operations. Various program fee increases have been enacted to offset the cost of inflation for services that are delivered.

The largest enterprise fund is water and sewer operations. This fund has an operating budget of $44.0 million. The user fee rates for the average household increased by approximately 4.2 percent and continues to rank in the lower half of surrounding jurisdictions. The fee increase will help keep the fund fiscally sound and continue to support the programs and operating costs associated with providing safe and reliable water and sewer services. The County will no longer assess a credit card transaction fee for online water & sewer billing payments to allow this payment option to be more affordable to our residents.

The second largest enterprise fund is for landfill operations, which is in Waldorf off Billingsley Road. The landfill has an operating budget of $10.5 million. The tipping fee rate was increased from $78 per ton to $81 per ton for fiscal 2022 to support the day to day operations of the landfill, as well as to provide funding to support future landfill expansion. Residents may also purchase tag-a-bag tickets for $2.25 and deposit the bags at the landfill or transfer stations in lieu of contracting with a trash service provider. The Environmental Service Fee Fund was approved for $7.6 million. The fee of $130 per improved property tax account will support recycling efforts throughout the county and serve approximately 49,500 households for curbside recycling. This was increased by $6 per improved property. The county is proud to have achieved a 50 percent waste diversion, due to the residents' recycling participation. The stormwater remediation fee was increased from $92 per improved property tax to $115 per improved property tax account to address the county's stormwater management permit associated with the federal Clean Water Act.

Other Goals

Economic Development

For fiscal 2022, the Economic Development Department (EDD) priorities remain focused on the execution of the Board of Commissioner goals and objectives, the department's five-year strategic plan, and the development and implementation of initiatives to address the economic impacts of the COVID-19 crisis.

EDD staff is engaged in development projects that support employment and enhance the commercial tax base. These include redevelopment projects in the Town of Indian Head to attract, retain, and grow commercial activity related to Naval Support Facility Indian Head; Waldorf Station, a mixed-use project that includes office, retail, and entertainment uses; and the rezoning of land around the Maryland Airport to create greater opportunity for employment supporting ancillary uses around that facility.

The department is developing training initiates to address business challenges identified during the COVID-19 crisis. These includes training in small business finance, business management, human resources, technology, and others. New grant programs will be tied to these trainings and will be administered by the EDD business development team.

Staff will also lead a task force related to the closing of the coal-fired electrical generating facility at Morgantown. The plant will close in June of 2022. A multi-departmental task force will be established to address both the short-term implications of the closing as well as the long-term opportunities to leverage this transition to create and attract investment that better aligns with the County Commissioners' goals and objectives.

Planning and Growth Management

Priorities of the Department of Planning and Growth Management (PGM) align with the Board of County Commissioners' 2019-2021 goals and objectives, specifically those related to Economic Development & Supportive Services, Institutional Governance and Policy, Environment, and Quality of Life.

The fiscal 2022 budget includes the planned implementation of a VanGo free fare pilot project to begin when pandemic capacity restrictions are lifted and a continued focus on finding funding for the Southern Maryland

Rapid Transit project. PGM staff will focus to promote and actively champion the Southern Maryland Rapid Transit Corridor by aggressively seeking the matching funds required by the state legislation. In addition, PGM will coordinate with the Maryland State Highway Administration (SHA) to complete the planning and design phases of the US 301 interchanges at Mattawoman-Beantown Road and Berry Road and complete the intersection inventory and Indian Head Rail Trail Extension Feasibility Study.

The department supports the investigation, analysis and streamlining of building permit and development services and the review, analysis and rewriting of the zoning code and subdivision regulations and their companion policies and procedures. Revisions to the zoning ordinance have been ongoing, but staff recommended a more holistic and comprehensive approach which would allow the ordinance and to be rewritten by a third party and establish the necessary staff support to make the process replicable every 10 years. For fiscal 2022, PGM's focus is, among other things, to seamlessly implement a permit system upgrade into the workflow which will allow for more efficiencies in the process and rewrite the zoning ordinance.

PGM continues to support a variety of conservation, natural resource and environmental programs and initiatives. This past fiscal year, staff worked on updating forest conservation ordinance, preserved 1,310 acres of farm and forest lands, restored, or treated 328 impervious acres under the National Pollutant Discharge Elimination System (NDPES) Municipal Separate Storm Sewer System (MS4) permit process, and initiated the climate action planning process. Preservation efforts were expanded by the approval of an expansion of the Zekiah Rural Legacy Area to the western side of the County. In fiscal 2022, PGM will complete the update of the forest conservation ordinance and the climate action plan, continue to purchase conservation easements, increase the use of transfer of development rights, target municipal separate storm sewer system projects that help address impacts from climate change, implement CIP projects that mitigate stormwater runoff, and continuing evaluating PGM processes for process improvements.

Promoting more equitable housing options that provide for diverse, quality, and affordable housing choices in proximity to services and opportunities is a County goal. The past year's highlights include the establishment of a housing workgroup within the department and the adoption and implementation of amendments to the County's school allocation policy to incentivize affordable housing. This upcoming fiscal year, PGM's focus will be expanded to create an effective, Moderately Priced Dwelling Unit (MPDU) program and review zoning and subdivision regulations in the development district and villages to promote greater housing diversity.

Conclusion

As County Administrator, I believe the future prosperity of the county depends on a solid foundation of education, public safety, economic development, enhanced infrastructure, effective and efficient government, comprehensive planning, and environmental awareness. Achievement of our goals in these major areas will enable the county to prosper and thrive. I am proud of our efforts which reinforce that Charles County continues to be a great place to live and work.

I particularly appreciate the hard work and dedication of all our county employees and the unwavering commitment of the Board of County Commissioners. Without their expertise, knowledge, and dedication we would not be as successful as we have become. Most of all, I thank you, our residents, for your interest, support, and understanding. With our community and government working together, we can ensure the priorities and goals that matter to you most are achieved.

Very truly,

Mark Belton
County Administrator

AMERICAN RESCUE PLAN ACT PLAN

The American Rescue Plan Act of 2021 established the Coronavirus State and Local Fiscal Recovery Funds, designed to deliver $350 billion to state, local, territorial, and Tribal governments to bolster their response to the COVID-19 emergency and its economic impacts. These funds provide substantial flexibility for each jurisdiction to meet local needs—including support for households, small businesses, impacted industries, essential workers, and the communities hardest-hit by the crisis. These funds also deliver resources that recipients can invest in building, maintaining, or upgrading their water, sewer, and broadband infrastructure.

Charles County will be receiving $31,710,758. The first fifty percent was received on May 19, 2021, and the remaining fifty percent will be received in May 2022. The treasury guidance requires the County to spend funds that are not obligated by December 31, 2024, and requires obligated funds to be spent by December 31, 2026. On June 8, 2021, the County Administrator presented the county's plan to utilize these funds to the Board of County Commissioners. The county plan was approved without any changes and will be reviewed with the Commissioners throughout the grant term for adjustments if additional needs arise. The plan allocates most of the funding to towards stormwater management and broadband which are priorities of the Board. Funds were also allocated for reclaimed water filtration upgrades to improve reliability, reduce draw down from aquifer, and allow expansion of the reclaim water system. In support of public safety, funds will be used to purchase a county ambulance which will allow calls to be run while the first ambulance in use is being decontaminated due to suspected COVID patient transport and for additional portable radios for fire service which will ensure that every provider on the unit will have the ability to communicate to each other or to the Communications Center. In support of the non-profit and business community, grants will be available and a business training and outreach program will be established.

First 12 Months	2nd Tranche	TOTAL	
SUPPORT OF LOCAL BUSINESS & NON PROFITS			
$1,000,000	$1,000,000	$2,000,000	**Grants to Businesses**
$1,000,000	$1,000,000	$2,000,000	**Training and Business Outreach**
	$540,000	$540,000	**Non-Profits Grants including administrative fees**
PUBLIC SAFETY			
$298,500		$298,500	**New Ambulance**
$424,500		$424,500	**Radios for Fire Service (second half)**
INFRASTRUCTURE			
$600,000	$3,400,000	$4,000,000	**Reclaimed Water Filtration for CPV and Panda Power Plants (est. $2-4M)**
$6,266,000	$4,958,000	$11,224,000	**Stormwater**
$6,266,000	$4,957,758	$11,223,758	**Broad Band**
$15,855,000	**$15,855,758**	**$31,710,758**	**TOTAL**

Staff will provide periodic updates to the Board of County Commissioners throughout the spending period and will make changes accordingly based on the needs of the community that is allowable under the Treasury guidance.

NOTE: These funds were not included in the FY2022 budget adoption and the budget will be amended during the fiscal year.

COMMISSIONERS GOALS AND OBJECTIVES

On February 26, 2019, the Commissioners and County Administrator met to collaborate and brainstorm on overarching goals needed to drive their strategic agenda for Charles County Government; five were created for the 2019-2021 strategic plan. Charles County Commissioners will use the strategic plan to guide their vision of "providing its citizens the highest quality of service."

The five overarching goals are in alignment with the Commissioners' strong commitment to the mission, vision, and values of Charles County. The goals established were: Economic Development and Supportive Services, Institutional Governance and Policy, Environment, Education, and Quality of Life.

On April 2, 2019, the Board of Commissioners approved the framework for the 2019-2021 Goals and Objectives. The Directors, County Administrator and Deputy County Administrator developed objectives that support these goals. Departments provide quarterly updates to the Board of Commissioners on these goals. The objectives listed are still under development and may be altered based on guidance from the Board of Commissioners. Budgetary decisions when developing the FY2022 budget were made with an emphasis on achieving these goals. The Goals and Objectives' financial impact on the budget is listed in the financial planning section.

1) Economic Development & Supportive Services

- Commercial Development
  - ✓ International Trade
    - Largely on hold due to COVID-19
    - Have continued communication with the Country of Mozambique for future trade missions
  - ✓ Commercial Tax Base Expansion
    - Amazon Last Mile Distribution Center. The facility is now fully operational, employing roughly 500
    - Velocity Center in Indian Head is completed and operational
    - Rehabilitation of the Maryland Technology Center
    - Airport area zoning text amendment process is going through the Planning Commission
    - Bryans Road study – completed; PGM currently working on Bryan's Rd Sub-Area Plan
    - Waldorf Station
    - MedStar Shah medical buildings complete and operational
    - Kaiser Permanente medical center to open early 2025
  - ✓ Business Attraction
    - Partnership Intermediary Agreement with Naval Surface Warfare Center (NSWC)
    - Attraction marketing outreach in metro region
    - 2020 Pivot Plan completed
    - Participation in Maryland National Capital Region Economic Development Alliance
    - Web site visit tracking and follow up
  - ✓ Opportunity Zone Enhancements
    - Advocated for establishments of 3 opportunity zones in the County
    - Waldorf Station will dramatically improve and enhance the US 301 gateway into Charles County

COMMISSIONERS GOALS AND OBJECTIVES

- Support and assist with planned infrastructure improvements within the Waldorf Urban Revitalization Corridor (WURC)

• Industry Diversification

✓ Industry Diversification

- The EDD recalibrated its Five-Year Strategic Plan
- 2020 Pivot Plan
- Southern Maryland Regional Innovation Collaborative
- Target Industry Loan fund
- Digital advertising

✓ Research & Development

- Indian Head Technical Assistance Panel (TAP)
- Collaboration with tech transfer office at Naval Surface Warfare Center (NSWC)
- Partnership Intermediary Agreement with NSWC
- Velocity Center, opened Fall 2020
- Regional Innovation Collaborative

✓ Sustainable Natural Resource-Based Industries

- Agriculture Economic Development Assessment of Charles County
- "Value-Added Agribusiness" as a target industry
- Develop, propose, and support a Zoning Text Amendment to strengthen definitions and clarify regulation for agriculture-related uses and tourism
- Assisted and supported several agribusinesses with Coronavirus Business Relief grant applications
- Branding efforts

✓ Tourism

- "Shop Local" initiatives and campaigns
- Meetings with community partners, organizations, and businesses to establish partnerships and identify operation challenges during COVID-19
- Bass Fishing Tournaments
- Enhance and strengthen marketing materials and assets to hold Charles County in competitive position in the marketplace
- Attend tradeshows and make appointments with tour and bus operators to pitch Destination Southern Maryland/Charles County as an area of interest and consideration for group travel
- Increasing Charles County digital presence and assets

✓ Entertainment Industry

- Direct retail recruitment efforts
- Retail recruitment has been on hold due to COVID pandemic
- Continue to explore and identify entertainment district locations

• Infrastructure / Services

✓ Broadband Access

- Broke ground on the Nanjemoy/Cobb Neck Broadband Buildout project
- Awarded funding for the Neighborhood Broadband Expansion
- Continuing to work on development of a local grant program

✓ Water & Sewer

- Moving projects forward supporting economic development
- WURC
- Hughesville Village

COMMISSIONERS GOALS AND OBJECTIVES

✓ Transportation Network
- Southern MD Rapid Transit
- Free Fare 6-month pilot project to commence after capacity restrictions are lifted
- Nice/Middleton Bridge replacement
- Intersection Inventory 90% complete
- Indian Head Rail Trail Extension Feasibility Study should be complete September 2021

✓ Workforce Development
- Participation on Workforce Development Board
- Collaboration with CSM Workforce Center
- Including “Getting Southern Maryland Back to Work” and “Workforce Ready Communities” programs

✓ Business Support
- Addition of a new Business Retention Specialist position in FY2022
- Loans/Capital Infusion
- COVID-19 Recovery Task Force

2) Institutional Governance & Policy

• Operational Excellence

✓ Smart County Concept
- Ongoing and planned improvements to our existing systems.

✓ Automated Technology & Cyber Security
- Continual modernization of County technology tools to ensure superior service to our residents
- Acquire and implement new Financial and Human Resources software solutions
- Implemented new County citizen-focused, modern websites which are state-of-the art
- Implemented a new easily accessible public Wi-Fi network for residents use while visiting county buildings
- Implement state-of-the-art weighing and routing software at the landfill
- Cyber Security
- Use of technology to minimize check and electronic payment fraud

✓ Information & Data Programming
- Leverage technology to increase effectiveness of County government operations and promote transparency for our residents
- Support the county-wide initiative of implementing a performance measurements program
- Continued expansion and use of data warehouse technology
- Develop and implement cross platform accessible SharePoint sites to provide collaboration tools for teams
- Utilize automated workflows to streamline procurement process
- Receive the Government Finance Officers Association (GFOA) Distinguished Budget Presentation Award rating for the Annual Budget Book and the Certificate of Achievement for Excellence in Financial Reporting Award for the Comprehensive Annual Financial Report

✓ Equitable Program Funding
- Ensure Departments and Agencies are funded at a level to meet their obligation to the community
- Review budget requests to ensure costs are funded properly

COMMISSIONERS GOALS AND OBJECTIVES

- Balance new requests with Commissioners goals and priorities
- Ensure revenues are estimated properly

✓ Streamline Services & Comprehensive Zoning Review

- Investigate, analyze and streamline building permit and development services
- Review, analyze and rewrite the Zoning Code and Subdivision regulations and their companion policies and procedures
- Performance Measures to monitor Planning and Growth Management's (PGM) timeliness
- More efficient and standardized manner of processing permit void requests
- Identification of additional reports that assist with the more efficient processing of permits
- Workload assessment conducted and being reviewed
- Organizational and Operational Assessment completed in December 2020. PGM is working on implementing recommendations from that report
- Code Rewrite

✓ Diversity & Cultural Competency

- Chief Equity Officer
- Diversity, Equity and Inclusion Strategic Plan
- Implement strategic plan to include development and launch of County-wide employee Justice Equity Diversity and Inclusion (JEDI), training
- Diversity Equity & Inclusion Statement
- Leadership Academy offers course such as Generational GPS and Emotional Intelligence to assist employees working in diverse groups
- Government Alliance on Race and Equity (GARE) includes participation in the 2019 Learning Year cohort and the 2020 Implementation cohort
- National Association of Counties (NACo) High Performance Leadership Academy
- Recruitment

✓ Employee Engagement

- HR Employee Committee
- Above and Beyond Rewards Committee
- Employee Referral Initiatives
- Mentorship Program - HR is researching the parameters for implementing an equitable mentorship program

✓ Citizen Engagement

- Launched Citizens Academy and graduated first class of 21 ambassadors
- Collaborated with community and nonprofit leaders on COVID-19 outreach
- Implemented community outreach strategies for Census 2020
- Unprecedented increase in requests to Citizen Response Office

✓ County Branding (Image/Identity)

- Increased earned media coverage
- Leveraged owned media opportunities
- Investment in paid media

• Public Policy

✓ Legislation

- Receives, coordinates, and prepares the legislative initiatives as proposed by legislators and civilians alike
- Developed new legislative process to include new timelines and submission procedures.

COMMISSIONERS GOALS AND OBJECTIVES

✓ Governance Leadership
- Diversity, Equity, and Inclusion (DEI) Efforts and National Association of Counties (NACo) High Performance Leadership program
- Climate Resiliency Efforts more than 20 employees completed the Maryland Climate Leadership Academy
- Resilience Authority of Charles County
- Reorganization - Created the Capital Project Management (CPM) Department by consolidating construction management functions

✓ Resource Stewardship - Asset Management
- Manage and track the County's assets and infrastructure
- Monitor capital expenses to record assets when purchased and/or operational
- Communicate effectively with project managers to ensure capital projects / assets are closed in a timely manner
- Achieving a conservative and competitive rate of return on investments based on market and economic conditions

✓ Resource Stewardship – Fiscal Responsibility
- Remain fiscally responsible by proactively monitoring finances and fiscal policies
- Maintain AAA Bond Rating with all three major bond credit rating agencies
- Fund Balance Policy Reserve – Stay within or exceed policy limits /Maintain Strong Fund Balance
- Adopt a balanced budget that is sustainable
- Ensure that Departments / Agencies are spending their budget effectively, efficiently, and appropriately
- Ensure that budget and all financial documents are transparent and understandable
- Increase participation in our County Purchasing Card Program
- Procure goods and services for the County with integrity

✓ Buy Local - Minority Business Enterprise
- Small Local Business Enterprise (SLBE) Program
- Minority Business Enterprise (MBE) Program
- Disparity Study

3) Environment

• Conservation Programs

✓ Forest Conservation
- Updating the Forest Conservation Ordinance
- Virtual forest stewardship workshop

✓ Agriculture Land Preservation
- Protect land resources that support agricultural and forest industries

✓ Rural Legacy
- Expand the Zekiah Watershed Rural Legacy (RL) Area
  - The Maryland Board of Public Works (BPW) approved 30,000-acre expansion
- New Rural Legacy Area in Western Charles County

✓ Readiness and Environmental Protection Integration (REPI)- Aquaculture, Agriculture, Forest
- Utilize the REPI Program to leverage federal funds for land conservation

✓ Transferable Development Rights (TDR)
- Conducted an acquisition cycle to purchase and retire TDRs

COMMISSIONERS GOALS AND OBJECTIVES

✓ Climate Change Best Management Practices
- Utilize Best Management Practices to enhance the resilience of local communities, economies, and natural resources
- Workforce Training
- Resilience Authority of Charles County
- Received grant for Military Installation Resilience Review – Naval Support Facility Indian Head
- Community Development Block Grant (CDBG) anticipated to implement one of the projects in the Nuisance & Urban Flooding Plan
- Expansion of electric vehicle charging stations
- Appointment to the Coast Smart Council
- Chesapeake Conservancy Internship Opportunity

• Natural Resource Management

✓ Expand Solar Energy
- Economic Development Department is working with a solar industry firm that is interested in investing in the State of Maryland

✓ Rainwater Collection
- Promoting awareness of rain barrels through outreach and education, including a virtual workshop
- Working to develop additional incentives which may include tax credits, reimbursements, or subsidies. Continue to offer tax credits for installations and subsidies for purchases of rain barrel

✓ Expand Commercial Recycling
- Include commercial recycling initiatives in Solid Waste Management Plan (SWMP) (10-year plan)
- Explore public/private partnerships and incentives
- Allocate funding and resources for commercial recycling education and outreach

✓ Reduce Impervious Surface
- Implement measures to mitigate environmental impacts from stormwater
- Meet Municipal Separate Storm Sewer System (MS4) Permit requirements
- Implement measures to mitigate environmental impacts from stormwater
- Ensure adequate funding for Septic Pump-Out Program by standardizing rebate amount and evaluating program efficiencies
- Watershed Implementation Plan Projects

• Environmental Management

✓ Wastewater Treatment
- Maintenance is tracked in INFOR (a software system) and reports are generated and reviewed monthly
- 90% of Preventive Maintenance achieved on schedule

✓ Clean Water Supply
- 92% of Hydrant Flushing work orders completed on time
- 98% Preventive maintenance achieved on schedule

✓ Storm Water Management
- Prevent flood damage and protect water quality
- Evaluate the Three Step Process
- Develop Response Program
- Protect water quality

- Obtain compliance with National Pollutant Discharge Elimination System (NPDES) and MS4 Permit
- Develop Stormwater Management Maintenance Inspection Program. In 2020, over 5,000 inspections completed

4) Education

• Board of Education (BOE)

✓ Funding
- Board of Education
- College of Southern Maryland

✓ Formal Collaboration (Board of Education & Board of Commissioners)
- Waldorf Station (Greenburg Gibbons Project) – School Seat Allocation Policy
- School Forward Funding Taskforce
- Pandemic
  - Allocated $280K for cleaning & maintenance and $570K to support distance learning from the County's CARES funds
- Capital Projects - School construction, security, renovations
- Maintenance of Effort – Exclusions
- Member of the Rural Broadband Taskforce
- PEG Grant Funds – Studio costs and fiber extensions

• Workforce Development

✓ Human Resources Development
- Evaluate and modernize the training program to include registration and procedures
  - Develop ways to make it easier for County employees to submit their training forms
  - Converted existing forms to utilize Adobe sign
  - Online access to registration for classes at CSM
- Identify and develop a leadership training tailored to skilled workers
- Establish and develop an employee succession planning program
- Promote, market and advocate employee benefits to improve employee well-being
- The Leadership Academy (NACo)

5) Quality of Life

• Public Safety

✓ Collaboration Sheriff's Office, Fire & EMS
- Working on a Memorandum of Understanding (MOU) to define the relationship for Communications including NextGen 9-1-1
- Establish a formal policy for utilization of the Mobile Command & Communications
- Emergency Management – operational & homeland security grant
- Emergency Medical Services (EMS) – training
- Strategic Plan Implementation Progress – 7 focus groups submitted 104 recommendations.
- Collaboration & Teamwork

COMMISSIONERS GOALS AND OBJECTIVES

- Healthcare
  - ✓ Opioid Prevention, Treatment, Enforcement
    - Coordinate, host, and record minutes for bimonthly Opioid Intervention Team (OIT) and quarterly Opioid Senior Policy Group (SPG) meetings
    - Opioid Operational Command Center (OOCC) grants
    - Opioid Fatality Review Team (OFRT) meetings and Narcan kit distribution
- Recreation & Entertainment
  - ✓ Recreation
    - COVID-19 Return to Play guidelines developed with the Health Department and Charles County Public Schools
    - Continued development and implementation of new recreation programs, leisure activities, and sports leagues
    - Continued promotion of RecAssist program
    - Mobile Recreation Vehicle to be purchased and put in service in FY22
  - ✓ Parks & Amenities
    - Project Open Space Acquisitions – Waldorf Parking Lot for the Waldorf Senior & Recreation Center, Mason Springs Property, and Popes Creek Waterfront Phase II
    - Project Open Space Developments
    - State Park & Waterway Recreation –
      - Mallows Bay Potomac River National Marine Sanctuary
      - 2020 Outdoor Recreation Tends
  - ✓ Entertainment, Stadiums, Festivals, and Events
    - Regency Furniture Stadium
    - Alignment of marketing initiatives
    - Festivals & Events
      - Continue sponsorship of community events and promotion of visitor focused special events
      - Encourage local partnership and execute “buy local” marking campaigns
      - Community Grant Program for local 501(c)(3) organizations
      - Maryland Tourism Office Public Relation Collaborations (Fox 5 DC)
  - ✓ Agritourism
    - Rural Planning and Zoning Task Force and Agritourism subcommittee
    - Develop, propose, and support a Zoning Text Amendment to strengthen definitions and clarify regulations for agriculture-related uses and tourism
    - Worked with staff to develop and propose a Zoning Text Amendment for on- and off-farm “Craft Beverage” production
    - Promote/market agriculture-based ventures through EDD channels to parallel “Explore Charles County” outlets
    - Staff participates in the Regional Innovation Collaborative’s Quality of Life work group
- Affordable/Workforce Housing
  - ✓ Housing Authority Committee
    - New housing resources via Community Development Block Grants (CDBG), aimed at providing emergency rental assistance to prevent evictions among residents affected by COVID-19
    - Newly awarded nearly $5.9 million in Emergency Rental Assistance Program (ERAP) federal grant funds
    - Awarded $800,000 in CDBG for the County’s 1st Resilience Authority project
    - Began initial dialogue for a Displacement Task Force in Charles County

COMMISSIONERS GOALS AND OBJECTIVES

✓ Equitable Housing

- Housing Choice Voucher (HCV) program is the primary method by which housing affordability can be extended into any neighborhood or sector of the community, by linking affordability with tenant choice
- Opened the waitlist in July 2020 for the first time since 2012. Anticipate re-opening the waitlist again in late 2021
- Other programs that support equitable access to safe, quality housing – Settlement Expense Loan Program (SELP), Special Loans Program (SLP), USDA Rural Housing Preservation program, HCV to Homeownership, Foster Youth to Independence Program (FYI), Supplemental Assistance for Facilities to Assist the Homeless vouchers (SAFAH)
- Promote housing options that provide for diverse, quality and affordable housing choices by creating a Moderately Priced Dwelling Unit (MPDU) program
- Remove barriers from and promote greater housing diversity
- Expand use of accessory dwelling units for single family and townhomes
- New School Allocation Policy

FINANCIAL POLICIES

Charles County's financial policies compiled below set forth the basic framework for the overall fiscal management of the County and are used in the development of the annual budget. These policies are built upon the County's Mission Statement to provide our citizens the highest quality service possible in a timely, efficient, and courteous manner. To achieve this goal, our government must be operated in an open and accessible atmosphere, be based on comprehensive long- and short-term planning, and have an appropriate managerial organization tempered by fiscal responsibility.

FINANCIAL PLANNING POLICIES:

1. The County will adopt a balanced budget on a per fund basis. A balanced budget in the public sector is achieved when the government has enough fiscal discipline to be able to equate the revenues with the expenditures over a fiscal year. In other words, a budget is balanced if its income is equal to its expenditure. A balanced budget is required for all funds with the exception of the Fiduciary Fund (Pension and OPEB Trust Funds), which accounts for assets and liabilities for employee pension and other post-employment benefits. Operating budgets are balanced by adjusting revenues and expenditures, and in some cases to a limited degree, the use of prior year surpluses. Fiduciary Funds are not subject to a budgetary process, however, they can be found in the County's Audited Financial Statements.
2. Review and approve long-range financial plans for operating and capital budgets for all major funds. By establishing long-range plans, the County measures the fiscal impact of today's decisions on tomorrow's outcomes. Long-range financial plans include cash reserves for future capital investments.
3. An annual report on the financial condition of the County using established benchmarks and criteria will be researched, prepared, and published in the annual Budget Book.
4. Annually, a five-year Capital Improvement Program will be developed, analyzing all anticipated capital project budgets by year and identifying associated funding sources.

INVESTMENT POLICY:

The Joint Statement of Investment Policies and Accounting Procedures and Internal Controls for Investments was adopted in January 1995 and last amended in June 2021.

1. The County maintains an investment pool that is available to all funds except the Pension Trust Fund, which holds investments separate from other County funds.
    a. With the Exception of the Pension Trust Fund, the County may invest only in the following types of investments: U.S. Treasury Bills, U.S. Treasury Notes or Bonds, Certificates of Deposit (CDs), Repurchase Agreements- fully secured by the United States Government Securities, Local Government Investment Pool, Daily Sweep Account, Commercial Paper, Money Market and obligations that a federal agency or instrumentality has issued in accordance with an act of the United States Congress.
    b. Contractually, the County's Pension Trust investment managers are restricted to investments that are recommended to and approved by the board of County Commissioners within the established asset allocation policy.

FINANCIAL POLICIES

DEBT POLICIES:

The annotated Code of Maryland, Section 19-207 of the Local Government Article requires that each local government unit shall adopt by resolution, motion, or ordinance a local debt policy. The County Commissioners adopted the Debt Policy on September 22, 2009 and was last amended on January 23, 2018.

AUTHORITY TO ISSUE DEBT:

1. The County may only issue general obligation and revenue bonds under authority conferred by the Maryland General Assembly. As a Code Home Rule county, the County may also authorize the issuance of general obligation and revenue bonds by a public local law enacted by the County Commissioners. There are no statutory limits on the amount of general obligation or revenue bonds that may be authorized by the County Commissioners. The County may refund any of its outstanding general obligation or revenue bonds under the authority of Chapter 825 of the Laws of Maryland of 1977, now codified as Section 19-207 of the Local Government Article. No referendum is required.
2. The County may issue economic development revenue bonds under State law which provides that such bonds shall not constitute indebtedness or charge against the general credit or taxing power of the County. In addition, the County may participate in State loans for school and highway construction, which is secured solely by the County's portion of certain State-shared revenues.
3. Pursuant to Section 20-804 of the Local Government Article of the Annotated Code of Maryland, the County may issue bonds necessary to finance the cost incurred to construct new capacity for public school facilities within Charles County. The debt service on these bonds is paid for by a special tax assessment (excise tax) on new home starts after June 30, 2003, payable over a 10-year period.
4. The County is authorized to issue general obligation bonds to finance water systems, sewerage systems, solid waste disposal systems and solid waste acceptance systems in the Waldorf Special Taxing District One, the Mattawoman Special Taxing District Number 2 and Special Taxing District Number Three. The three special taxing districts are authorized to levy charges, assessments and taxes to pay the debt service on bonds previously issued by the respective districts and bonds issued by the County after their creation in 1976. The County expects to pay debt service on its water and sewerage debt from special assessments, connection fees, charges for the upkeep of water and or sewer, and sewer service charges pertaining to the respective systems for which the indebtedness was incurred. If required at any time to pay debt service on water and sewerage debt incurred to finance water and sewer facilities in a particular special taxing district, the County is authorized to levy a tax on the assessable property in the special taxing district. If for any reason any such levy should prove inadequate, the County is authorized to levy a tax on the assessable property throughout the County in order to raise the required funds to pay such debt service. The principal amount of outstanding bonds relating to such improvements in any special taxing district cannot exceed 10% of the total value of the property assessed by County taxation purposes.

DEBT ISSUE GUIDELINES:

The County will use the following guidelines when issuing debt:

1. Long-term borrowing will not be used to finance current operations or normal maintenance.
2. All debt issued, including lease purchases, will be repaid within a period not to exceed the useful life of the asset or the improvement financed by the debt.
3. The County will maintain its General Fund debt service payments excluding lease payments at a level not to exceed eight percent of the General Fund operating revenues.
4. In an effort to provide critical capital projects, while simultaneously keeping debt issuances to a minimum, the County will monitor the fund balance of the General Fund for the purpose of utilizing any excess for pay-as-you-go funding for the Capital Improvement Program (CIP).
5. The County will seek to maintain and, if possible, improve our current bond rating in order to minimize borrowing costs and preserve access to credit.
6. General Obligation debt issuance will be managed on an annual basis to match funds to the CIP cashflow requirements.
7. The County will analyze market conditions prior to debt issuance to determine the most advantageous average life.

8. The County will attempt to repay debt using a level principal repayment structure.
9. The County maintains an investment pool that is available to all funds except the Pension Trust Funds which holds investments separate from other County funds. With the exception of the Pension Trust Funds, the County Treasurer may invest only in the following types of investments: U.S. Treasury Bills, U.S. Treasury Notes or Bonds, Certificates of Deposit (CDs), Repurchase Agreements – fully secured by the United States Governments Securities, Local Government Investment Pool, Daily Sweep Account, and obligations that a federal agency or instrumentality has issued in accordance with an act of the United States Congress.
10. Contractually, the County's Pension Trust investment managers are restricted to investments that are recommended to and approved by the Board of County Commissioners within the established asset allocation policy.

DEBT CAPACITY:

The County's debt capacity shall be maintained within the following primary goals:

1. The five-year financial plan will help determine the amount of bonded debt that can be issued while maintaining a level that does not exceed an eight percent debt service ratio to the General Fund operating revenue budget.
2. The annual review of the Capital Improvement Program (CIP) will identify projects that are eligible for long term debt financing.
3. The adopted CIP will closely match the debt that is affordable as calculated by the annual update of the five-year financial plan.
4. The General Fund debt service excluding capital leases will not exceed eight percent of the operating budget.

The annual debt issuance guidelines encompass all traditional County infrastructure projects (e.g. public safety facilities, schools, libraries, equipment, transportation, etc.). Not included in the annual debt issuance calculations are issuances for projects supported by a specific revenue source. Also not included in the guidelines are bonds issued in accordance with the tax increment financing (TIF) policy. When appropriate, these debt offerings will be factored into the overall debt ratios and financial condition of the County.

REVENUE POLICIES:

1. Estimation of revenue receipts shall be realistic and attainable both in the determination of fund balance generation in the current fiscal year and in the estimated receipts for the following year. Where judgment is required, conservatism shall be the rule.
2. The Commissioners review all user fees and charges annually. The review will include changes to existing fees and charges and approval of new fees and charges.
3. The County's goal for Enterprise funds is to establish rates that provide for self-sufficiency. During the Budget Process, a review of all programs that operate on an enterprise fund basis is prepared to ensure that revenues for such programs continue in a self-supporting nature. By doing so, the Commissioners relieve the pressure of funding such programs on the general taxpayer. Major programs include Water & Sewer, Landfill, Environmental Services, Recreation, Watershed Restoration & Protection Program, and Developer Inspection & Review.
4. Grant funding will be considered to leverage County funds. Inconsistent and/or fluctuating grants should not be used to fund ongoing programs. Programs financed with grant monies will mainly be budgeted in Special Revenue funds. The programs will be adjusted to reflect the level of funding available.

FINANCIAL POLICIES

FUND BALANCE POLICY:

The County Commissioners adopted the following policy on March 9, 2010 in order to manage the County's financial resources by establishing a fund balance policy for its General Fund and Water and Sewer Fund operations. The policy was reviewed by the Commissioners on September 25, 2019. This policy will ensure the County maintains a prudent level of financial resources to protect against reducing service levels or raising taxes and fees because of temporary revenue shortfalls or unexpected one-time expenditures. The policy will be reviewed on an annual basis during the budget process.

1. General Fund: The unrestricted fund balance range for the General Fund excluding committed and assigned items shall not be less than 8% and not more than 15% of the total budgeted operating revenues of the General Fund budget at the end of each fiscal year.
2. Water and Sewer Enterprise Fund: The fund balance range for the Water and Sewer Operating Budget shall not be less than 30 days and not more than 120 days of the total operating expenses of the Utilities Operating Fund.

SURPLUS:

When there is a surplus (in excess of 15% of the General Fund Budget), those funds are to be designated or appropriated during the next fiscal year for the following purposes in order of priority:

1. Eliminate shortfalls in related funds. 1.) Any General Fund surplus shall be transferred to cover shortfalls within the Special Revenue Funds. 2.) Any Water and Sewer Operating Budget surplus may be reserved for one-time capital needs.
2. Reduction or avoidance of debt. If there is short-term debt within the fund the surplus may be applied to reduce or eliminate the debt if financial analysis proves this to be advantageous for the County. If a borrowing is scheduled, the surplus may be used to reduce the principal amount the County needs to obtain if financial analysis proves this to be advantageous for the County.
3. Applied to one-time expenditures such as capital outlay purchases, capital projects, or operating needs. These costs should not be recurring.
4. Tax, fee, or rate stabilization. Surplus funds may be designated for stabilization in order to avoid raising taxes, fees, or rates related to the fund in subsequent years.

SHORTFALL:

If it is determined there is a shortfall (an amount below the lower limit of the fund balance range), the fund balance is to be rebuilt through the following mechanisms in order of priority:

1. Distribution of surplus from other related funds as delineated under "Surplus" category.
2. An appropriation during the next three annual budget cycles of at least 20% of the shortfall for the purpose of restoring fund balance to the 8% floor. If this is financially unfeasible, a written plan shall be forwarded by the County Administrator to the Board of County Commissioners for approval in order to restore the fund balance to an amount within the range within the specified time frame. This plan may require reduction of services, increases in taxes, fees, or rates, or some combination thereof.

FINANCIAL POLICIES

EXPENDITURE POLICIES:

1. The Operating Budgets shall be balanced in total with any excess being held in contingency in the individual fund.
2. A contingency reserve is approved in the General Fund operating budget during the budget process to reduce the pressure on Fund Balance appropriations for emergencies or revenue shortfalls.
3. The Operating Budget is adopted at the fund level. Each department and division prepares its own budget based on Budget Staff recommendations for review with the Budget Staff and County Administrator and final approval by the Board of County Commissioners. Current budget processing guidelines require that departments request any enhancements separately from the baseline budget. Enhancements would be identified as funding requested for a new program offering or new staff.
4. The budget process is intended to weigh all competing request for County resources, within expected fiscal constraints. Requests for new, ongoing programs made outside of the budget process will be discouraged.
5. The budget is approved in the form of a resolution after the Commissioners have held an advertised public hearing. During the year, it is the responsibility of the Chief of Budget to administer the budget.
6. Budgetary Control is maintained by employing the use of encumbrances to control the expenditure of appropriations.
7. Unless otherwise provided by public general law, all unexpended and unencumbered appropriations in the current operating expense budget remaining at the end of the fiscal year shall lapse into the fund balance account.
8. The Personnel Policy and Procedure Manual was last revised on December 1, 2018. This manual addresses employee compensations as follows:
    - Grade and Salary Structure: It will be the duty of the Director of Human Resources to maintain a system of salary administration which is fair and equitable, and that the director will, from time to time, provide for periodic salary surveys and recommend changes to the County's system through the County Administrator. An external and internal equity study will be performed, at a minimum, once every seven (7) years.
    - Entrance Rates: The entrance pay rates will normally be the base rate of the salary range prescribed for the grade. Whenever possible, new employees with Charles County Government will begin employment at the base salary within the position grade. Occasionally, in order to recruit the best and most qualified talent, it may be necessary to approve a starting salary above the base salary. Starting salaries above the base salary will be based on qualifications, salary history, and availability of candidates.
    - Employees may advance within their salary range annually until they reach the maximum of their grade if job performance as rated on the performance appraisal is 3.0 or higher. Merit increases will be equivalent to 3% of the midpoint of the employee's assigned grade. Portions of a merit increase that exceed the maximum amount in a salary grade will be paid as a longevity award. An employee whose job performance is rated 2.99 or lower will not be eligible to receive a within grade salary increase during that fiscal year.
    - Employees whose salaries have reached, or exceed, the maximum of the grade (redlined salaries) are eligible to receive longevity awards and cost of living adjustments only. Consideration for a longevity award will occur at the first anniversary the employee is not eligible for a merit increase and thereafter on their anniversary date, and will be awarded to those employees whose performance rating is not less than 3.0. Longevity awards of 3% of the midpoint of the employee's assigned grade will be paid in a lump sum amount. It is not added to the employee’s salary.
9. Policies and Procedures for the operation of the Purchasing Office were adopted on June 10, 1999 and revised October 1, 2014. These policies cover purchasing and procurement, competitive bidding, disposition of surplus property, and law enforcement supplies & equipment.

FINANCIAL POLICIES

CAPITAL MANAGEMENT POLICIES:

1. The Capital Improvement Program provides for the development and improvement to the County's infrastructure for the ensuing fiscal year and four years thereafter. The first year of the plan establishes a budget for the new fiscal year. The remaining four years serve as a guide for use in determining probable future debt issuance needs and operating cost impacts.
2. Proposed projects will be submitted on an annual basis for review with the County Commissioners. Project submissions will include a section containing future operating impacts that, if approved, will be factored into the County's Five-Year Plans.
3. The Capital Budget is adopted at the project level. Governmental capital improvement expenditures are accounted for in the Capital Projects Fund and are funded by a variety of sources. Enterprise fund capital improvement expenditures are accounted for in their respective funds.
4. No appropriation for a capital project in the capital budget shall lapse until the purpose for which the appropriation was made shall have been accomplished or abandoned or a transfer of appropriation has been authorized by the County Commissioners; provided, however, that any capital project shall stand abandoned if three fiscal years elapse without any expenditure from or encumbrance of the appropriation are made. The balances remaining to the credit of the completed or abandoned capital projects shall be available for appropriation in subsequent capital budgets upon approval by the County Commissioners. Capital Project Closure Procedures were adopted on March 7, 2016 to establish a protocol for closing out projects.
5. Authority to transfer budget amounts within the Capital Project fund are established under the "Budget Policies and Delegated Authorities".

BUDGET POLICIES:

1. The County Commissioners adopted the *Budget Policies and Delegated Authorities* on April 3, 1995 and these policies were last revised on March 11, 2014. These policies address:
    1. Delegated Authority for Budget Transfers
    2. Supplementary and Emergency Appropriations
    3. Lapsed Appropriations
    4. Capital Project Budget Procedures and Delegated Authority for Change Orders of Capital Project Contracts
    5. Formal Bid Award Procedures

These policies apply to budgets managed by the County Commissioners, County Administrator, County Attorney, and Department Heads.

BUDGET AMENDMENT

The formal guidelines for Budget Amendments are as follows:
Budget Amendments - Levels of approval authority for budget amendments (the overall total of the fund budget or special account is increased or decreased) are as follows:

1. Approval authority for minor Budget Amendments up to $15,000 is delegated to the President of the Board of County Commissioners, and in excess of $15,000 requires the majority approval of the Board of County Commissioners.
2. Approval authority for minor Grant Budget Amendments up to $5,000 where no County funding is required is delegated to the Director of Fiscal & Administrative Services; from $5,001 up to $100,000, or where no County funding or additional funding is involved is delegated to the County Administrator. Such grant awards shall be placed within the C-wing mail log. Grant applications and awards have already been through an authorization process involving the President of the County Commissioners prior to budget amendments.
3. Budget Amendments resulting from documented reimbursements such as insurance claims, third party payments, etc. is delegated to the President of the County Commissioners.

4. Budget Amendments resulting from deferred revenue, reserved fund balance, and/or carryover grant budgets are delegated to the Director of Fiscal & Administrative Services due to the continuation of a previously approved budget.
5. All other budget amendments must be approved by the majority approval of the Board of County Commissioners.

2. Regular updates to income statement reports are prepared for all major operations comparing year-to-date activity and year-end estimates with budget and prior year actual results. This review alerts the Board of County Commissioners to any financial problems that may require action, or operating surpluses that could be reinvested for program improvements.

ACCOUNTING POLICIES:

POSITION CONTROL PROCEDURES

The County Commissioners adopted the Accounting Policy and Procedures Manual for Position Control Procedures in January 1995 and these policies were last revised on September 23, 1997. The overall objective is to achieve proper control and approvals over adding or deleting of full-time and full-time reduced hours positions within departments controlled by the County Commissioners and to report status of positions to the County Commissioners on a quarterly basis. This policy was put in place to:

1. Ensure that only authorized positions are advertised and hired.
2. Ensure that the Budget Office is notified of all authorizations for new position and the source of funds for those positions.
3. Ensure that only budgeted positions are added to the payroll.
4. Properly train the departments of County government in the proper procedures for obtaining new permanent position and in filling vacancies in permanent positions
5. Establish an effective management information system which provides information in a concise format useful to management.
6. Maximize the use of electronic data processing and electronic data processing controls.
7. Establish control procedures to test the system for failure and to report any discrepancies to the County Commissioners on a timely basis.

ASSET ACCOUNTING AND CONTROL PROCEDURES

The County Commissioners adopted this policy on March 29, 2011 and reviewed the policy on May 30, 2014 with no changes. Assets are differentiated between Capital Assets (greater than $5,000) and Controlled Assets (less than $5,000). Capital Assets included all assets with an expected useful life of one year or more and with an original cost of greater than $5,000 per unit. These items shall be recorded in the accounting records and in the Capital Asset Records when they are acquired and/or put into service. Controlled Assets include assets with an expected life of one year or more and with an original cost of less than $5,000 per unit. These assets should include, at a minimum, those assets with an original cost of between $1,000 and $4,999 per unit, but may also include assets that fall below the $1,000 if the department head deems it advantageous to track these lower per unit cost assets for internal control purposes. The objectives of these asset accounting and control procedures include the following:

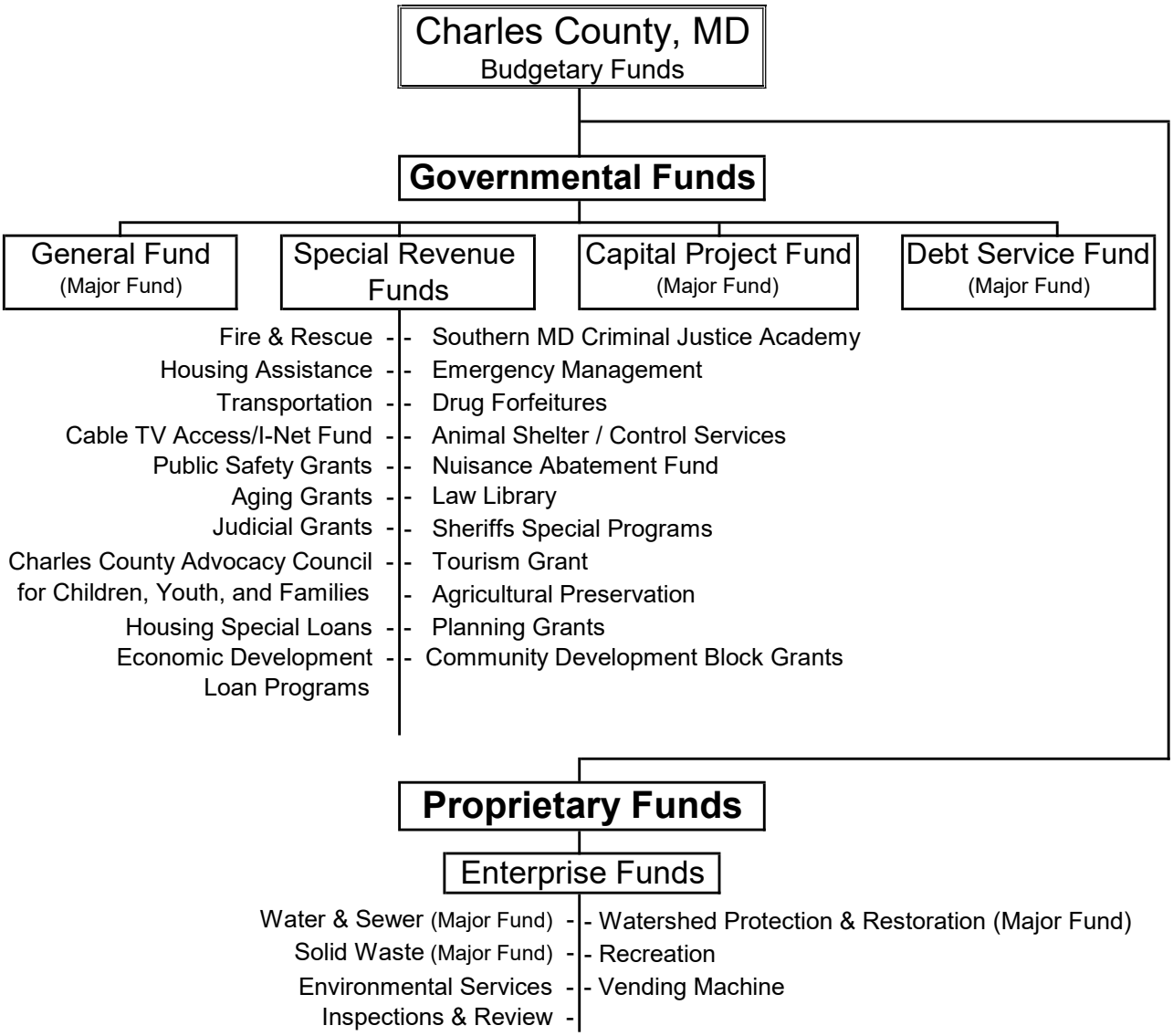
1. To define and maintain proper accounting controls over capital assets and controlled assets acquired by the County.
2. To assign responsibility for the safekeeping of capital assets and controlled assets to the appropriate managers.
3. To establish standard procedures for the recognition in the accounting, capital asset program, and controlled asset program of acquisitions, disposals, and transfers of capital assets.

4. To ensure that all information needed for insurance or warranty purposes is obtained and maintained on a current basis.
5. To ensure that proper approvals are obtained and established procedures are followed for transfers or disposals of capital assets.
6. To ensure compliance with accounting and reporting requirements as established by generally accepted governmental accounting standards.

FINANCIAL REPORTING POLICIES:

1. The County's accounting and financial reporting systems will be maintained in conformance with all state and federal laws, generally accepted accounting principles (GAAP) and standards of the Governmental Accounting Standards Board (GASB) and the Government Finance Officers Association (GFOA).
2. An independent accounting firm will perform an annual audit and issue an audit opinion that will be included with the County's published Comprehensive Annual Financial Report (CAFR).
3. The County's CAFR will be submitted to the GFOA Certification of Achievement in Excellence in Financial Reporting Program. The financial report should be in conformity with finance related legal and contractual provisions, disclose thoroughness and detail sufficiency, and minimize ambiguities and potentials for misleading inferences.
4. The County's Budget will be submitted to GFOA Distinguished Budget Presentation Program. The budget should satisfy criteria as a financial and programming policy document, as a comprehensive financial plan, as an operation's guide for all organizational units, and as a communication device for all significant budgetary issues, trends, and resource choices.
5. Financial systems will maintain internal controls to monitor revenues, expenditures, and program performance on an ongoing basis.

FUND STRUCTURE



A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The County, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the County can be divided into three categories: governmental funds, proprietary funds, and fiduciary funds. Governmental funds are used to account for financial resources used in the day-to-day operations of the government. Proprietary funds are those used to account for the government's business type activities where fees are charged for services rendered. Fiduciary funds are those used to account for funds held by the government in trust for others that cannot be used to support the government's programs. Fiduciary funds are not subject to a budgetary process and are not included in this budget document. Fiduciary funds can be found in the County's Audited Financial Statements.

Under GASB No. 34 the focus of the fund financial statements is on major funds. These funds generally represent the most important funds defined based on a numerical formula. Once identified, each major governmental and enterprise fund is presented in its own column in the governmental and proprietary fund statements. Charles County's major funds include the General Fund, Capital Project Fund, Debt Service Fund, Water & Sewer Fund, Watershed Protection & Restoration Fund, and the Solid Waste Fund.

NOTE: Two new Special Revenue Funds were established for the Maryland Relief Act and the American Rescue Plan Act (ARPA) of 2021 per the external auditor's recommendation. These two funds are not included in the chart above as these funds were established outside of the normal budget process and are considered one-time in nature.

DESCRIPTION OF EACH FUND

GOVERNMENTAL FUNDS:

General Fund

The General Fund accounts for resources traditionally associated with government services which are not required legally or by special financial management to be accounted for in another fund. The General Fund is considered a major fund.

Major revenue sources consist of property, income, recordation, and various user fees. These revenues account for much of the total revenue. Expenditures for public schools, public safety, debt service, public works, community services, recreation, parks and tourism, planning and growth management, community college, and general administrative account for most of the budgets that are appropriated annually. The General Fund is the largest of the Governmental Funds.

Capital Project Fund

The Capital Project Fund accounts for financial resources to be used for the acquisition, construction, or renovation of major capital infrastructures. Financial resources include long-term debt borrowing, operating revenue from other budgets, federal or state grants, other local government contributions, and donations from the private sector. A capital project is defined as a project of a non-recurring nature, which may require the purchase of land, engineering & design fees, construction, and equipment.

This fund is utilized to track a project that is greater than $15,000 and has a useful life of 10 years or more. Projects related to roads, schools, college, parks, and general government costs are included. The Capital Projects Fund is considered a major fund.

Debt Service Fund

The Debt Service Fund accounts for the annual payment of long-term debt which has a specific or legally binding revenue source. This revenue source is dedicated to the current year retirement of the principal outstanding on long-term debt and the current year interest expense. The Debt Service Fund is a major fund.

This fund is utilized to account for bonds issued on behalf of a local nursing home, a local hospital, a children's learning center at the College of Southern Maryland, developer construction bonds, and for school construction bonds. Long-term note receivables provide the County with a funding source for the nursing home, hospital, college bond issues, and for the taxable bonds issued on behalf of local developers for road construction. Revenues from the County's Excise Tax finance the debt service for bond issues sold for school construction. The capital lease proceeds and purchases are also accounted for in the Debt Service Fund.

Special Revenue Funds

Special Revenue Funds are used to account for specific revenues that are legally restricted to expenditures, or for particular purposes. Often, this type of fund will account for the financial transactions of federal, state, and local grants that have specific expenditures associated with the program. The Special Revenue funds of the County are non-major funds. For the most part, the County utilizes this type of fund to account for the various federal and state grants received, such as low income housing assistance, aging programs, child support, human services, and public safety grants. This fund type is also used to account for the County's fire & rescue tax revenue which is then distributed to the various volunteer fire and rescue squads, for property tax revenue from agricultural assessments that are set aside to purchase and preserve farm land, and for revenue generated from a franchise fee agreement with cable TV providers to support government access channels for Charles County.

PROPRIETARY FUNDS:

Enterprise Funds

Enterprise Funds are established to segregate a program or service from the General Fund because of its self-supporting nature. These funds operate on the basis that the costs of providing goods or services to the general public are financed or recovered primarily from fees charged to the consumers of the program. The Water and Sewer fund, the Solid Waste Fund, and Watershed Protection and Restoration Fund are considered major funds. The County provides water and sewer service to over 34,800 customers and is anticipated to accept over 116,000 tons per year at the Landfill. The Watershed Protection and Restoration Fund is for implementation of local stormwater management plans and practices, and stream and wetland activities. Other Enterprise Funds include: Environmental Services, Inspection and Review, Recreation, and Vending Machines.

NOTE: Charles County does not maintain any internal service funds.

DESCRIPTION OF EACH FUND

The following table shows which funds each Department/Agency is a part of:

	GOVERNMENTAL				PROPRIETARY		
Department/Agency	General Fund	Capital Projects	Other Govt.	Water & Sewer	Solid Waste	Watershed Protection	Other Enterprise
County Departments							
Community Services	☒		☒				☒
County Administrator	☒		☒				
County Attorney	☒					☒	
County Commissioners	☒						☒
Economic Development	☒		☒				
Emergency Services	☒	☒	☒				
Fiscal and Administrative Services	☒		☒	☒			
Human Resources	☒						
Planning & Growth Management	☒	☒	☒	☒		☒	☒
Public Works	☒	☒	☒	☒	☒	☒	☒
Recreation, Parks & Tourism	☒	☒	☒			☒	☒
Outside Agencies							
Board of Education	☒	☒	☒				
Board of Fire & Rescue	☒		☒				
Circuit Court	☒		☒				
College of Southern Maryland	☒	☒	☒				
Conservation of Natural Resources	☒						
Criminal Justice Coordinating Council	☒						
Election Board	☒						
Health	☒						
Library	☒						
Liquor Board	☒						
Orphan's Court	☒						
Sheriff's Office	☒		☒				☒
Social Services	☒						
State's Attorney	☒		☒				

The new Department of Capital Project Management will be reflected on the above chart after staffing has been completed. The new department will include the Capital Services Division and the Technical Support Division, currently part of the Department of Public Works.

BASIS OF BUDGETING

Basis of Accounting vs. Basis of Budgeting

The basis of accounting refers to the point at which revenues or expenditures/expenses are recognized in the accounts and reported on the financial statements. It relates to the timing of the measurements made regardless of the measurement focus applied. The measurement focus identifies which transactions should be recorded. Charles County conforms to generally accepted accounting principles (GAAP) as applicable to government units and has been awarded the Certificate of Achievement for Excellence in Financial Reporting by the Government Finance Officers Association.

Charles County utilizes a formal budgetary process as a management control device for the General, Special Revenue, Debt Service, Capital Projects, and Enterprise Funds. The County adopts a balanced budget on a per fund basis. Revenue and expenditure budgets are adopted using a modified accrual basis. Under the modified accrual basis of accounting, revenues are recorded when susceptible to accrual; i.e., both measurable and available. "Measurable" means knowing or able to reasonably estimate the amount. "Available" means collectible within the current period or soon enough thereafter to pay liabilities of the current period. Similarly, expenditures are generally recognized when an event or transaction is expected to draw on current spendable resources.

Due to the self-supporting nature of enterprise funds, the basis of accounting sometimes differs from the basis of budgeting. When developing budgets, capital outlays are treated as expenditures so that fees can be adjusted to meet cash demands. Principal payments on long-term bonds are also treated as expenditures for the same reason. Governmental fund types are consistent with standard accounting reports. No formal budget is adopted for the Fiduciary funds.

The basis on which the budget is formulated varies depending upon the nature of the operation.

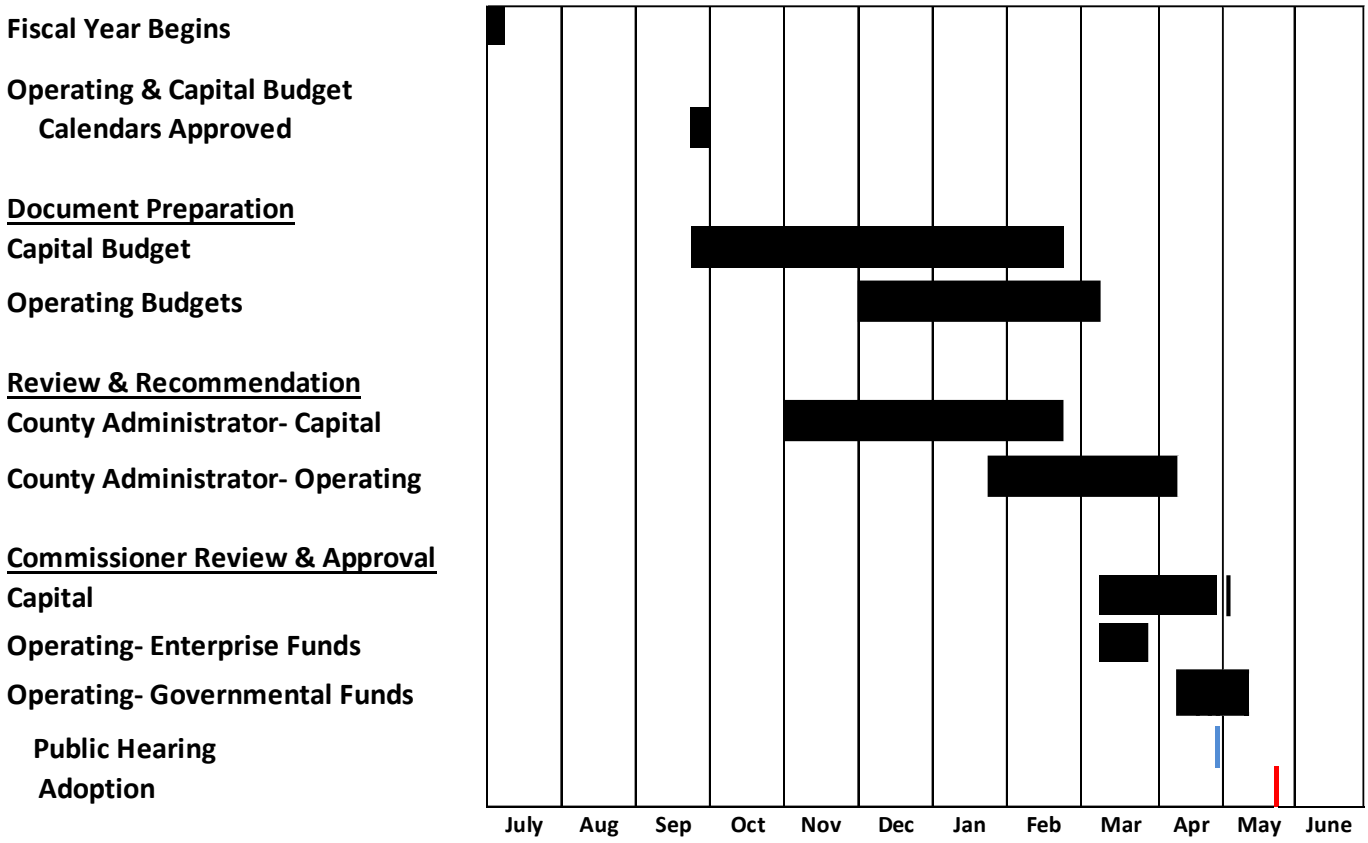
The following schedule summarizes the differences:

FUND	FUND TYPE	REVENUES	EXPENSES	ASSET DEPRECIATION	DEBT SERVICE	CAPITAL OUTLAY
General	Governmental	Modified Accrual	Modified Accrual	No	P & I	Expenditure
Special Revenue	Governmental	Modified Accrual	Modified Accrual	No	P & I	Expenditure
Debt Service	Governmental	Modified Accrual	Modified Accrual	N/A	P & I	N/A
Capital Project	Governmental	Modified Accrual	Modified Accrual	No	N/A	Expenditure
Enterprise	Proprietary	Modified Accrual	Modified Accrual	No	P & I	Expenditure
Trust & Agency	Fiduciary	No Budget	No Budget	N/A	N/A	N/A

THE BUDGET PROCESS

The Budget Process

The budget process typically spans nine months with the September distribution of capital project forms through the formal budget adoption in May. This process is repeated annually. The budget process is initiated at the top level of government with the adoption of budget calendars that provide general timelines for requests and approvals. The calendars encompass both the operating and capital budget process. The Mission and Vision of the County guide the development of both the capital and operating budgets. The focus is placed on aligning organizational resources to accomplish the goals of the Commissioners.



After the budget is adopted, Budget Transfers and Budget Amendments are subject to the adopted Budget Policies and Delegated Authorities that were last revised on March 11, 2014.

Development, Review, and Adoption

The capital budget review process is scheduled to be completed prior to the operating budget process so that the operating impact of the projects can be reviewed and integrated with the operating requests. Capital Improvement Program (CIP) request forms are distributed in September and returned in October by the user agencies and departments.

The requests are reviewed by senior management and department heads are given an opportunity at this time to prioritize their projects and fit projects with the highest needs within the County's affordable debt limits. The CIP was presented to the Board of County Commissioners in March with a review of which projects were within the targeted budget and those projects exceeding budget based on this prioritization. A public hearing was held on April 27, 2021 and a public hearing on the constant yield tax rate was also held on this date. The budget was approved by the Commissioners on May 18, 2021.

THE BUDGET PROCESS

The Department of Fiscal and Administrative Services - Budget Division provides general guidelines to the Departments and agencies involving commissioner priorities, from both a fiscal and political policy, as well as the revenue outlook for the coming year. A comprehensive program review and request for the General Fund is developed during the fall and early winter. The Budget Division makes expenditure recommendations for most of the departments in the fall. Departments and agencies review these recommendations and make additional requests providing justification. The Department budget requests are reviewed with the departments, agencies, and the County Administrator to include performance measures and priority setting. The County Administrator submits proposed budgets to the County Commissioners for review during the spring and this is the basis for the public hearing in April. Shortly before the public hearing, and continuing thereafter, commissioner review of all budgets is conducted, and final adoption is typically completed in May. In addition to the public hearing on the budget, throughout the year, citizens are invited to join their Commissioners at Public Forums and Town Hall Meetings to discuss the topics that concern them the most.

The budget preparation and review process for the Enterprise Fund operating budgets is similar to that of the General Fund. However, since Enterprise Funds are self-supporting the needs of the Departments are reviewed along with the impact on the user fee rates. The Enterprise Fund capital improvement program and operating budgets are reviewed simultaneously with the Commisioners so they are aware of the impact the capital improvement program has on future operating budgets. The public hearing held in April includes review of the Enterprise Funds.

Budgets for Special Revenue Funds are normally established pursuant to the terms of the related federal and/or state grant awards. Estimates are provided for budget adoption and amendments are executed once the awards are granted. In the case of non-grant related Special Revenue Funds, the budget process is the same as the process for the operating budgets discussed above. The Debt Service fund budgets are adopted based on actual debt service obligations and corresponding dedicated revenue sources and includes accounting for capital lease proceeds and purchases. The budgets for both the Special Revenue Funds and Debt Service Fund are reviewed by the Board of County Commissioners.

Operating & Capital Budget Interaction

In conjunction with the review and adoption of the current year budget and five year Capital Improvement Program, five year plans are prepared and reviewed with the Commissioners for the General Fund, Water and Sewer Fund, Landfill Fund, Environmental Services Fund, and the Watershed Protection and Restoration Fund. An intensive review of the capital budget requests and the five-year plans are necessary for two main reasons. The first reason is to determine the affordability of future debt issuance as it impacts each funds ability to retire the debt and to pay the interest cost. Secondly, it is used to review the operating impacts associated with the completion of the project. How much will the annual debt payments be and what other costs will result? Additional staff? Higher utility costs? The operating impacts of capital projects are listed at the bottom of each project page and are incorporated into the five year plans once the Capital Improvement Program is approved.

About the Charles County Budget
FY2022 Operating Budget Development Process

Adopted: September 29, 2020 • Revised: April 27, 2021

OUR Budget Approach

- Maintain core services
- Keep current property tax and income tax rates
- Demonstrate fiscal responsibility
- Minimize use of cash reserves
- Invest in employee compensation

What is the General Fund?

The general fund is the largest operating fund of Charles County Government, and is used to account for financial transactions associated with government services, which are not legally required to be accounted for in a special fund, or are not part of self-supporting operations, which are called enterprise funds.

OCT. 30, 2020 — Elected officials / agencies receive operating budget request forms. County departments are provided either budget forms or online access to budget software for operating requests.

DEC. 4, 2020 — County departments and elected officials / agencies requested budgets and performance measurement files are returned to Fiscal and Administrative Services, Budget Division.

MARCH 1, 2021 — Board of Education and College of Southern Maryland operating budget requests due.

MARCH 16, 2021 — **WORK SESSION**: Enterprise funds (operating and capital). Water and sewer, recreation, cable (special revenue).

MARCH 23, 2021 — **WORK SESSION**: Fees and charges and enterprise funds (operating and capital). Review of all county fees and charges – highlighting new fees and changes to existing fees and review of budgets and impact on associated fees: landfill, stormwater, environmental services, and inspection.

APRIL 13, 2021 — **WORK SESSION**: General fund revenue outlook. Review of operating revenue estimates including: property taxes, income tax, recordation/transfer taxes, service charges, licenses and permits, grants, fines and forfeitures, other income.

APRIL 14, 2021 — **WORK SESSION**: General fund. First review of proposed County Administrator budget. Overview of total proposed budget highlights of county government operations: Public Works Facilities, Emergency Services, Recreation, Parks, & Tourism, Fiscal & Administrative Services, Economic Development, Planning & Growth Management, Community Services, County Administrator Office, County Commissioners Office, County Attorney's Office, and Human Resources.

APRIL 20, 2021 — **WORK SESSION**: General fund. Second review of proposed County Administrator budget. Board of Education, Sheriff's Office, and other agencies.

APRIL 27, 2021 — **WORK SESSION**: General Fund and special revenue funds. Final review of proposed County Administrator budget. Remaining budgets. Special Revenue Budget Review to include: Federal and State Grants - Fire & Rescue; Special Programs with dedicated revenues.

APRIL 27, 2021 — **PUBLIC HEARING:** Constant yield tax rate, and the operating and capital budgets. The property owners' opportunity to be heard on the issue of property tax rates before they are final. Citizen opportunity to be heard on the proposed FY2022 budgets.

The constant yield tax rate is simply a property tax rate that, when applied to new assessments, will result in the taxing authority receiving the same revenue in the coming taxable year that was produced in the prior taxable year.

MAY 4, 2021 — **WORK SESSION**: General fund and recap of all budgets. Commissioner proposed changes to the budget.

MAY 18, 2021 — **FORMAL BUDGET ADOPTION** : General fund tax rates and budget adoption. Pending finalization of Governor's signing or vetoing State Bills.

MAY-JULY 2021 — Approved budget book prepared.

Note: Budget Calendars are subject to change.

Learn more about the Budget: www.CharlesCountyMD.gov/BudgetProcess

Charles County Government • 200 Baltimore Street • La Plata, MD • 301-645-0550 • MD Relay: 7-1-1 (TDD: 1-800-735-2258)

About the Charles County Budget
FY2022 Capital Improvement Budget Calendar

Adopted: September 29, 2020 • Revised: April 27, 2021

What Is the Capital Improvement Program (CIP)?

The CIP is a long-term planning and budget process which is reviewed annually to assist County Officials with the task of planning, constructing, and financing public infrastructure. These projects are planned for over a five-year increment. Budget funds are appropriated by the County Commissioners for the most current fiscal year of the CIP (FY2022). The CIP is broken down into Governmental and Enterprise fund projects.

Governmental Projects are supported by General Fund Revenues

Board of Education, College of Southern Maryland, General Government (Buildings, Land Preservation), Parks, Transportation

Enterprise Fund Projects

Supported by self supporting user fees: water, sewer, stormwater, environmental services, and landfill.

SEPT. 8, 2020	Fiscal 2022-2026 CIP forms sent to county departments and agencies.
SEPT. 30, 2020	General government CIP requests are returned to the Department of Fiscal & Administrative Services, Budget Division.
OCT. 9, 2020	Enterprise Fund CIP requests are returned to the Department of Fiscal & Administrative Services, Budget Division.
OCT. 14, 2020	Board of Education CIP requests are returned to the Department of Fiscal & Administrative Services, Budget Division.
OCT. 27, 2020	**WORK SESSION:** Preliminary Board of Education capital budget request review with the Board of County Commissioners and BOE to meet State deadline submission. *Forward County Commissioner Letter of Support to Interagency Committee for School Construction (IAC) for Board of Education CIP. (Due to IAC Nov. 30)*
NOV./DEC. 2020	CIP review with County Administrator and departments.
MARCH 16, 2021	**WORK SESSION:** Enterprise Funds (operating and capital) Water and sewer.
MARCH 23, 2021	**WORK SESSION:** Remaining enterprise funds (operating and capital). Landfill, stormwater, environmental services.
APRIL 13, 2021	**WORK SESSION:** Governmental CIP review.
APRIL 14, 2021	**WORK SESSION:** Governmental CIP review.
APRIL 20, 2021	**WORK SESSION:** Commissioner proposed changes to the CIP budget.
APRIL 27, 2021	**PUBLIC HEARING:** Citizen opportunity to be heard on the proposed FY2022-2026 CIP.
MAY 4, 2021	**WORK SESSION:** Recap and final review of the FY2022-2026 CIP.
MAY 18, 2021	**FORMAL BUDGET ADOPTION:** Pending finalization of Governor's signing or vetoing State Bills.

Note: Budget Calendars are subject to change.

Learn more about the Budget: www.CharlesCountyMD.gov/BudgetProcess

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FISCAL YEAR 2022 ADOPTED BUDGET

Summary by Fund

DESCRIPTION	FY2022 OPERATING REVENUE	FY2022 OTHER SOURCES	FY2022 FUND BALANCE	FY2022 APPROPRIATION TOTAL	FY2021 APPROPRIATION TOTAL[3]	% Chg.
GOVERNMENTAL FUNDS:						
General Fund	$441,132,800	$3,371,800	$5,845,700 [1]	**$450,350,300**	**$433,441,200**	**3.9%**
Capital Project Fund						
Governmental	$61,422,000	$2,029,000	$1,879,000 [1]	**$65,330,000**	**$73,952,000**	-11.7%
Water & Sewer	44,996,000			**44,996,000**	**42,014,000**	7.1%
Watershed Protection and Restoration	8,922,000			**8,922,000**	**7,958,000**	12.1%
Solid Waste- Landfill	4,421,000			**4,421,000**	**7,863,000**	-43.8%
Environmental Services	659,000			**659,000**	**61,000**	980.3%
Total Capital Projects	$120,420,000	$2,029,000	$1,879,000	**$124,328,000**	**$131,848,000**	**-5.7%**
Governmental Reserves			2,671,800 [1]	**2,671,800**	**0**	
Total Capital Project Fund	$120,420,000	$2,029,000	$4,550,800	**$126,999,800**	**$131,848,000**	**-3.7%**
Debt Service Fund	$15,452,900	$0	$637,300 [1]	**$16,090,200**	**$16,176,800**	**-0.5%**
Special Revenue Funds						
Fire & Rescue	$14,428,271	$0	$0	**$14,428,271**	**$13,835,371**	4.3%
Housing Assistance	9,826,700	261,400		**10,088,100**	**9,906,238**	1.8%
Transportation	3,376,510	4,042,143	385,932 [1]	**7,804,585**	**7,976,352**	-2.2%
Cable TV Access/I-Net Fund	3,354,700		130,700 [1]	**3,485,400**	**6,557,600**	-46.8%
Public Safety Grants	869,997	831,788		**1,701,785**	**2,485,699**	-31.5%
Aging Grants	1,458,641	25,540	10,162 [1]	**1,494,343**	**2,137,884**	-30.1%
Judicial Grants	1,247,957	116,710		**1,364,667**	**1,519,509**	-10.2%
Charles County Advocacy Council for Children, Youth, and Families	851,653	4,638		**856,291**	**947,080**	-9.6%
Housing - Special Loans	404,500			**404,500**	**468,798**	-13.7%
Economic Development Loan Programs			275,000 [1]	**275,000**	**275,000**	0.0%
Southern MD Criminal Justice Academy	96,000	77,500	42,500 [1]	**216,000**	**237,200**	-8.9%
Emergency Management	103,577	103,578		**207,155**	**1,216,564**	-83.0%
Drug Forfeitures	104,500		5,000 [1]	**109,500**	**209,000**	-47.6%
Animal Shelter / Control Services	103,600			**103,600**	**117,300**	-11.7%
Nuisance Abatement Fund	100,000			**100,000**	**100,000**	0.0%
Law Library	40,500	28,000		**68,500**	**65,500**	4.6%
Sheriffs Special Programs	55,700			**55,700**	**55,700**	0.0%
Tourism Grant	31,096			**31,096**	**54,788**	-43.2%
Agricultural Preservation	22,400			**22,400**	**18,600**	20.4%
Planning Grants	0			**0**	**84,914**	-100.0%
Community Development Block Grants	0			**0**	**1,365,521**	-100.0%
Total Special Revenue	$36,476,302	$5,491,297	$849,294	**$42,816,893**	**$49,634,618**	**-13.7%**
PROPRIETARY FUNDS:						
Enterprise Funds						
Water & Sewer	$43,359,100		$672,700 [1]	**$44,031,800**	**$41,800,000**	5.3%
Solid Waste- Landfill	9,594,200		880,000 [2]	**10,474,200**	**10,232,100**	2.4%
Environmental Services	7,210,300		375,000 [2]	**7,585,300**	**7,467,500**	1.6%
Inspections & Review	5,283,100			**5,283,100**	**4,921,500**	7.3%
Watershed Protection and Restoration	5,955,400		164,000 [1]	**6,119,400**	**5,579,100**	9.7%
Recreation	1,801,600	175,000		**1,976,600**	**2,439,600**	-19.0%
Vending Machine	138,800			**138,800**	**138,800**	0.0%
Total Enterprise Fund	$73,342,500	$175,000	$2,091,700	**$75,609,200**	**$72,578,600**	**4.2%**
Total All Funds	$686,824,502	$11,067,097	$13,974,794	**$711,866,393**	**$703,679,218**	**1.2%**

Footnotes:

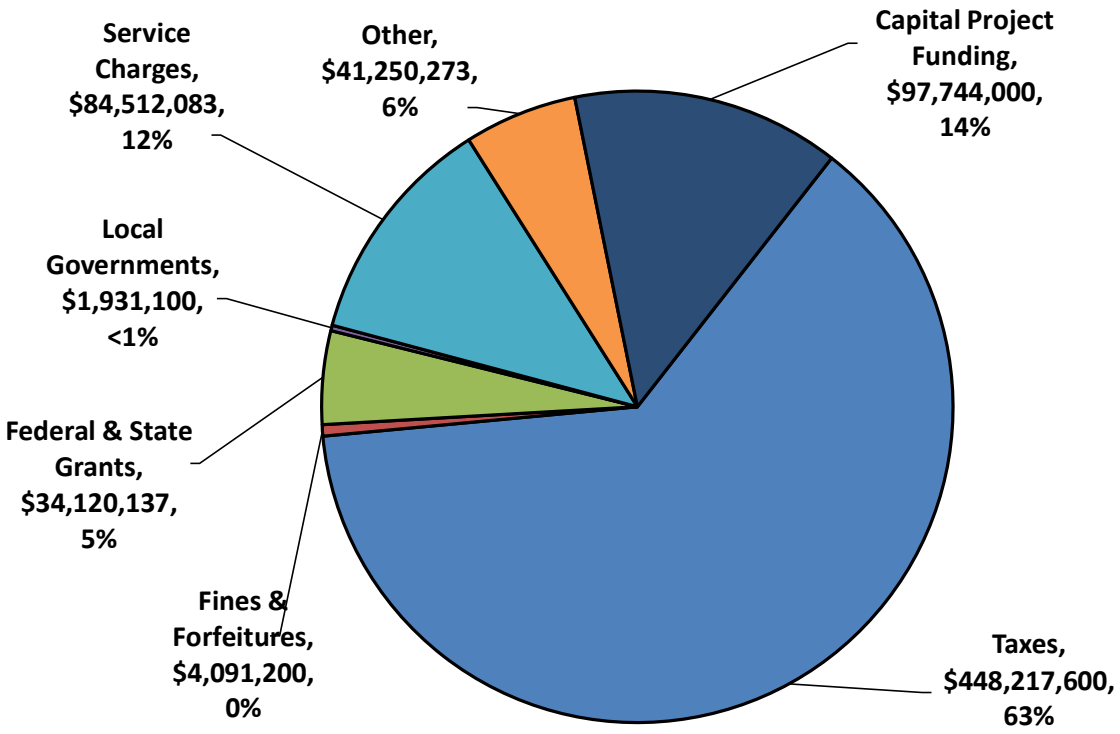
1. The fund balance appropriation represents plans to utilize surplus and reserved funds.
2. The fund balance appropriation represents use of equipment reserve funds.
3. The FY2021 Appropriation represents the Adopted budget except for the Special Revenue funds. The Amended budget is used due to the frequent late changes in grant awards and budgets. Also not reflected is the MD Relief Fund which was not part of the budgetary process and one-time in nature. The MD Relief Fund was to support COVID-19 relief efforts.

FY2022 CHANGES FROM PROPOSED BUDGET TO ADOPTED BUDGET: COMMISSIONER ACTIONS FOR ALL FUNDS

Funding Change	Commissioner Action:
$1,000,000	To provide additional funding towards the Board of Education (BOE) to support salary increases for their staff. The Commissioners' funded this increase by reducing other budgets and increasing the indirect cost revenue that comes from the County's enterprise funds that is allowable under the County's cost allocation plan.
424,500	Portable radios to outfit volunteered owned Fire and EMS apparatuses for public safety personnel to have the ability to communicate with each other. The Commissioners' funded this increase by utilizing fund balance reserves in the general fund.
207,000	Increase in general fund's indirect cost allocation revenues from the enterprise funds to support additional funding towards the BOE to support salary increase for their staff. The enterprise funds share was supported by reducing their contingency budget.
150,000	To establish a non-profit fund. This budget will create a self-sustaining funding source to eliminate future fiscal year allocations from the general fund. The budget was funded by reducing the general fund contingency budget.
90,000	This funding will provide for development services for Charles County Public Schools social and mental health employees. The Commissioners funded this increase by utilizing fund balance reserves in the general fund.
66,000	Funding for the Waldorf Urban Redevelopment Corridor Stormwater Outfall project. The Commissioners' funded this increase by utilizing fund balance reserves in the general fund.
54,600	Funding was approved for the University of Maryland Awards Program which will cover tuition, fees, room and board plus programming expenses for three students annually and will be offered for four years. The budget was funded by reducing the general fund contingency budget.
50,000	Waldorf Municipal Center Study to determine the feasibility for a County Government center in the Waldorf Urban Redevelopment Corridor area. The Commissioners' funded this increase by utilizing fund balance reserves in the general fund.
50,000	Provides matching funds for the Towns of La Plata and Indian Head for their arts and entertainment district. The budget was funded by reducing the general fund contingency budget.
(300,000) 300,000	To help support the additional funding towards the BOE in support of salary increases for their staff, the General Fund contribution to Other Post Employment Benefits (OPEB) was reduced by $300,000. The Enterprise Fund will be contributing $300,000 towards OPEB to offset the difference.
(25,000)	Reduced RecAssist Funding to in order to support the increase in funding towards the BOE to support salary increase for their staff.
(125,000)	The county department turnover budget in the general fund was increased to 2% turnover factor in order to support the increase in funding towards the BOE.
(297,600)	Reduction in the general fund contingency budget to support the funding of Commissioner priority changes and to support additional funding for the BOE.
(300,000)	To help support the additional funding towards the BOE in support of salary increases for their staff, the watershed fund subsidy was reduced. The stormwater remediation fee was increased in order to balance the watershed protection & restoration enterprise fund.

FISCAL YEAR 2022 APPROVED REVENUES BY ACCOUNT CLASSIFICATION

TOTAL = $711,866,393

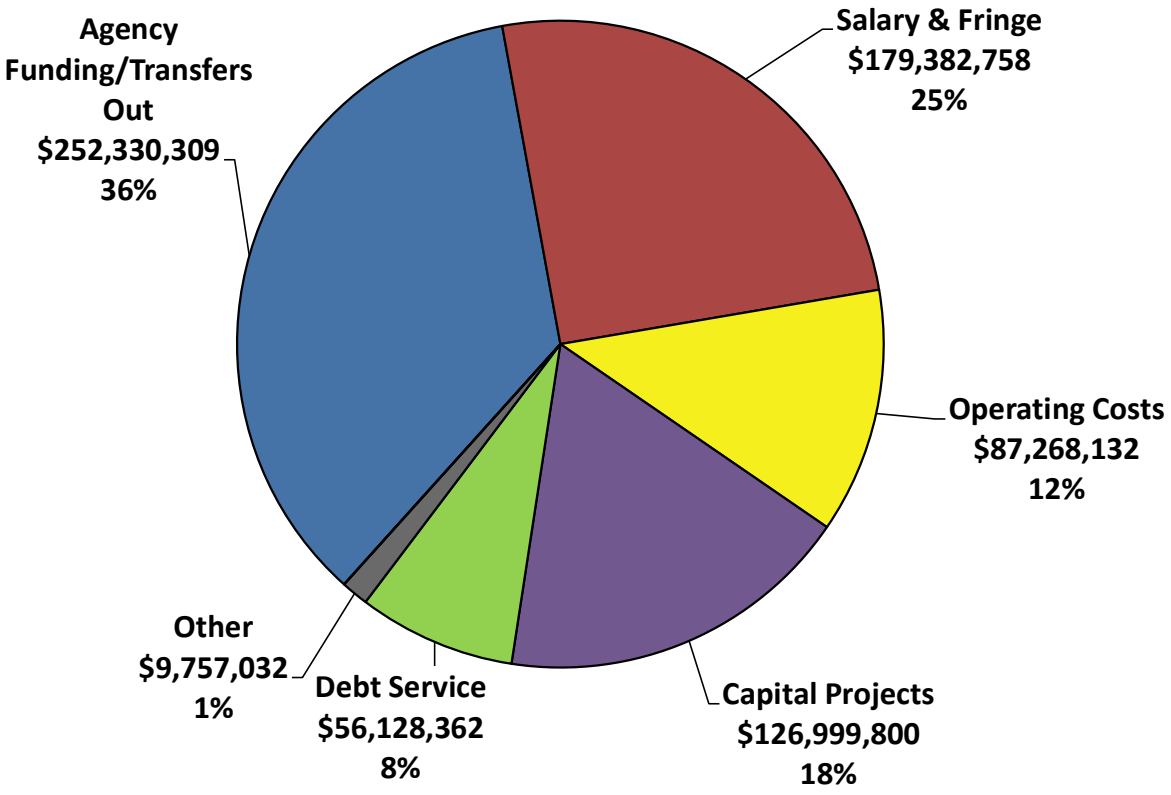


	FY2020 BUDGET	% total	FY2021 BUDGET	% total	FY2022 ADOPTED	% total
Taxes	$416,780,500	65.5%	$430,429,100	59.3%	$448,217,600	63.0%
Fines & Forfeitures	4,487,100	0.7%	4,351,900	0.6%	4,091,200	0.6%
Federal & State Grants	52,286,351	8.2%	44,662,955	6.2%	34,120,137	4.8%
Local Governments	1,828,492	0.3%	1,949,800	0.3%	1,931,100	0.3%
Service Charges	75,873,142	11.9%	80,800,218	11.1%	84,512,083	11.9%
Other	63,887,205	10.0%	32,852,245	4.5%	41,250,273	5.8%
Capital Project Funding	110,982,000	17.4%	108,633,000	15.0%	97,744,000	13.7%
TOTAL ALL FUNDS	**$726,124,790**		**$703,679,218**		**$711,866,393**	

NOTE: The FY2020 and FY2021 Budgets listed above reflect the adopted budget of all funds except the Special Revenue funds. The amended budget is used due to the frequent late changes in grant awards and budgets.

FISCAL YEAR 2022 APPROVED EXPENDITURES BY ACCOUNT CLASSIFICATION

TOTAL = $711,866,393



	FY2020 BUDGET	% total	FY2021 BUDGET	% total	FY2022 ADOPTED	% total
Agency Funding/Transfers Out	$247,432,721	34.1%	$251,254,539	35.7%	$252,330,309	35.4%
Salary & Fringe	164,593,640	22.7%	170,676,670	24.3%	179,382,758	25.2%
Operating Costs	85,281,837	11.7%	85,365,838	12.1%	87,268,132	12.3%
Capital Projects	158,979,800	21.9%	131,848,000	18.7%	126,999,800	17.8%
Debt Service	59,932,092	8.3%	54,733,762	7.8%	56,128,362	7.9%
Capital Outlay/Maintenance	8,824,600	1.2%	8,178,409	1.2%	8,634,332	1.2%
Operating Contingency	335,200	0.0%	877,100	0.1%	377,800	0.1%
Equipment Reserve	744,900	0.1%	744,900	0.1%	744,900	0.1%
TOTAL ALL FUNDS	**$726,124,790**		**$703,679,218**		**$711,866,393**	

NOTE: The FY2020 and FY2021 Budgets listed above reflect the adopted budget of all funds except for the Special Revenue funds. The amended budget is used due to the frequent late changes in grant awards and budgets.

FUND BALANCE

Governmental Funds report the net effect of assets less liabilities at any given point in time as fund balance. The balance in this account is the cumulative results of revenues and expenditures over time. For Proprietary Funds, fund equity is classified as net assets. On the following pages the Schedule of Revenues, Expenditures, and Changes in Fund Balance/Net Assets provides the audited figures for Fiscal Year 2020 and estimates for Fiscal Year 2021 and Fiscal Year 2022. Fiscal Year 2021 estimates are based on unaudited figures. Fiscal Year 2022 represents the approved budget for the General Fund, Debt Service and Other Governmental Funds. For the Enterprise Funds, Fiscal Year 2022 estimates were developed using the basis of accounting in order to accurately reflect the net change in fund balance. As discussed earlier, the basis for budgeting differs from the basis of accounting for the Enterprise Funds due to the treatment of debt payments, capital outlay, depreciation, and reserve accounts. The Capital Project Fund estimates for Fiscal Year 2022 take into account projects that are carried over from prior fiscal years. Budget Amendments are done in the beginning of the Fiscal Year to re-appropriate these funds.

For Governmental funds, the Governmental Accounting Standards Board (GASB) issued Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions* to enhance the usefulness of fund balance information. The statement established these fund balance classifications that are used in the County's financial statement:

1. *Non-spendable Fund Balance* – this classification reports governmental funds that are not spendable in the current form, such as inventory and prepaid items, or due to a legal or contractual requirement that they maintain intact.

2. *Restricted Fund Balance* - this classification reports amounts that are restricted when there are limitations imposed on their use either though enabling legislation adopted by the County or through external parties such as creditors, grantors, contributors, or laws and regulations of other governments.

3. *Committed Fund Balance* – this category reports amounts that are self-imposed limitations that are set in place prior to the end of the reporting period. The limitation is imposed by formal action of the County's highest level of decision-making authority. The highest level of decision-making action is resolution which is enacted by the Charles County Board of County Commissioners. Only the County may modify or rescind the commitment.

4. *Assigned Fund Balance* – this classification reports amounts that are limited by the County's intent to be used for specific purposes, but are neither restricted nor committed. The authority for assigning fund balance is expressed by the Board of County Commissioner's to their designees, the County Administrator and the Director of Fiscal and Administrative Services.

5. *Un-assigned Fund Balance* – this classification reports the residual net resources.

Changes in Fund Balance/Net Assets:

General Fund: Fiscal Year 2020 ended with a $11.2 million gain due to conservative spending and income tax, recordation, and transfer tax revenue exceeding expectations. The Fiscal Year 2021 fund balance is estimated to increase by $22.3 million due to conservative spending and income tax, recordation and transfer tax revenue exceeding expectations. The Fiscal Year 2022 use of fund balance in the amount of $5.8 million has been appropriated to fund priority one-time items in the FY2022 operating budget including vehicle and equipment items for the Sheriff's Office, funding to support the capital improvement program, to support the County's Other Post-Employment Benefits (OPEB) contribution per the strategic plan, and other one-time items that supports Commissioners' goals.

FUND BALANCE

Schedule of Changes in Fund Balance – General Fund by Classification:

	FY2020 Actual	FY2021 Estimated	FY2022 Approved
Beginning Fund Balance	**$108,850,925**	**$120,094,585**	**$142,354,775**
Revenues	421,600,511	447,722,917	441,132,800
Expenditures	(402,298,786)	(418,299,867)	(441,973,600)
Other Financing Sources/(Uses)	(8,058,065)	(7,162,860)	(5,004,900)
Projected Ending Fund Balance	**$120,094,585**	**$142,354,775**	**$136,509,075**
Non-spendable-Fund Balance	(2,508,902)	(2,508,902)	(2,508,902)
Restricted Fund Balance	(110,671)	(125,988)	(125,988)
Committed Fund Balance	(107,865,627)	(130,162,961)	(124,617,261)
Assigned Fund Balance	(8,017,227)	(7,901,556)	(7,601,556)
Unassigned Fund Balance	**$1,592,158**	**$1,655,368**	**$1,655,368**

Changes in Fund Balance/Net Assets:

Capital Project Fund: This fund fluctuates from year to year based on the timing and activity of capital project construction. Capital projects tend to be multi-year endeavors; therefore, timing the projects' financing will cause the fund balance to increase and decrease. By the end of FY2022, a fund balance of $63.7 million is estimated.

Debt Service Fund: Operating gains and losses will be incurred due to the timing of debt payments and related note repayment schedules. The fund also includes the capital lease proceeds and associated purchases.

Other Governmental Funds: Fiscal Year 2020 ended the year with a $1.9 million increase in fund balance. Fund balance is estimated to increase in Fiscal Year 2021 by $5.6 million. The County received funding from Federal agencies to support the County's effort in mitigating and responding to the COVID-19 impact and these cost will be realized in future fiscal years. Fiscal Year 2022 is estimated to decline by $777 thousand as various programs utilize prior year surpluses. Fund Balance will be allocated in future years according to program requirements or formal designations. The fund equity is estimated to remain in excess of $35.8 million at the end of Fiscal Year 2022.

Water and Sewer Fund: Net assets for the Water and Sewer Fund increased by $5.8 million in Fiscal Year 2020. Fiscal Year 2021 is estimated to increase by $3.7 million and Fiscal Year 2022 is estimated to increase by $7.5 million. These amounts are relatively insignificant to a fund equity that remains in excess of $187 million.

Solid Waste Fund: Net assets for the Solid Waste Fund increased by $2.3 million in Fiscal Year 2020; an increase of 5%. Fiscal Year 2021 is estimated to increase by $3.6 million and increase by $4.6 million in Fiscal Year 2022 due to contributions to a reserve for future landfill construction. The fund equity is estimated to remain in excess of $48 million at the end of Fiscal Year 2022.

Watershed Protection Fund: Net assets for the Watershed Protection Fund have increased by $603 thousand in Fiscal Year 2020. Fiscal Year 2021 is estimated to increase by $788 thousand; an increase of 18%. The fund equity is estimated to remain in excess of $5 million at the end of Fiscal Year 2022.

Other Enterprise Funds: A $529 thousand loss in Fiscal Year 2020 decreased fund equity by 17%. Fiscal Year 2021 is estimated to increase by $1.0 million. Fund balance is expected to be approximately $8.2 million by the end of Fiscal Year 2022.

SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

All Governmental Fund Types and Proprietary Funds
Three-Year Comparisons

(amounts expressed in thousands)

	GOVERNMENTAL FUNDS					
	General Fund			Capital Project Fund		
	FY2020 Actual	FY2021 Estimated	FY2022 Approved	FY2020 Actual	FY2021 Estimated	FY2022 Estimated
Revenues						
Property Taxes	$230,153	$240,338	$247,687	$0	$0	$0
Income Taxes	139,536	154,926	148,000	0	0	0
Other Local Taxes	30,506	35,180	27,090	0	0	0
Licenses & Permits	931	1,089	1,086	0	0	0
Federal Grants	76	68	0	0	0	600
State Grants	1,607	1,455	1,627	1,581	1,056	6,999
Local Governments	456	489	410	0	0	0
Service Charges	8,355	8,541	9,308	1,009	1,302	1,406
Fines & Forfeitures	3,273	3,373	3,274	0	0	0
Interest	4,568	521	750	0	0	0
Rent Revenues	1,325	1,230	1,286	0	0	0
Miscellaneous	814	514	616	1,308	131	0
Total Revenues	$421,601	$447,723	$441,133	$3,897	$2,490	$9,005
Expenditures						
General Government	$20,433	$20,378	$26,781	$11,812	$17,250	$11,185
Fiscal & Administrative Services	6,346	7,024	8,019	2	2	272
Public Works - Facilities	12,288	14,774	15,550	0	0	0
Public Works - Utilities	0	0	0	0	0	0
Community Services	2,100	2,045	2,471	0	0	0
Recreation, Parks & Tourism	7,991	8,238	9,802	1,668	2,198	2,928
Planning & Growth Mgmt.	3,001	3,222	3,398	40	45	438
Public Safety	106,454	114,405	120,428	1,143	703	9,008
Health & Social Services	3,893	4,742	5,011	0	0	0
Conservation of Natural Resources	704	707	688	1,990	1,990	1,992
Economic Development	1,787	1,608	2,095	0	0	0
Education Appropriations	206,814	210,040	215,749	20,524	31,704	22,332
Other	20	0	0	0	0	0
Debt Service	30,468	31,118	31,982	0	0	0
Total Expenditures	$402,299	$418,300	$441,974	$37,178	$53,891	$48,154
Operating Gain/(Loss)	$19,302	$29,423	($841)	($33,281)	($51,402)	($39,148)
Other Financing Sources/(Uses):						
Bond/Lease Proceeds/Premium	0	0	0	34,700	32,900	44,500
Transfers In	2,678	2,672	3,372	11,047	11,061	2,672
Transfers Out	(10,736)	(9,835)	(8,377)	(2,672)	(2,672)	(2,672)
Net Change in Fund Balance	$11,244	$22,260	($5,846)	$9,794	($10,113)	$5,352
Fund Balance- Beginning of Year	108,851	120,095	142,355	58,662	68,456	58,343
Fund Balance - End of Year	$120,095	$142,355	$136,509	$68,456	$58,343	$63,695

SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

All Governmental Fund Types and Proprietary Funds
Three-Year Comparisons

(amounts expressed in thousands)

	GOVERNMENTAL FUNDS					
	Debt Service Fund			Other Governmental Funds		
	FY2020 Actual	FY2021 Estimated	FY2022 Estimated	FY2020 Actual	FY2021 Estimated	FY2022 Approved
Revenues						
Property Taxes	$0	$0	$0	$13,105	$13,880	$14,054
Income Taxes	0	0	0	0	0	0
Other Local Taxes	10,133	9,686	10,102	0	0	0
Licenses & Permits	0	0	0	9	7	33
Federal Grants	0	0	0	16,281	19,608	14,702
State Grants	0	0	0	3,516	2,854	2,841
Local Governments	0	0	0	174	131	88
Service Charges	0	0	0	4,669	4,100	4,481
Fines & Forfeitures	0	0	0	166	45	98
Interest Income	1,708	1,539	1,503	532	13	11
Rent Revenues	0	0	0	0	0	0
Miscellaneous	0	0	0	1,259	333	168
Total Revenues	$11,840	$11,225	$11,605	$39,710	$40,972	$36,476
Expenditures						
General Government	$0	$0	$0	$3,056	$2,253	2,421
Fiscal & Administrative Services	0	0	0	0	0	0
Public Works - Facilities	0	0	0	0	0	0
Public Works - Utilities	0	0	0	0	0	0
Community Services	0	0	0	11,531	11,781	11,987
Recreation, Parks & Tourism	0	0	0	29	55	31
Planning & Growth Mgmt.	0	0	0	8,125	7,386	7,905
Public Safety	0	0	0	17,595	16,829	16,822
Health & Social Services	0	0	0	2,094	1,929	2,221
Conservation of Natural Resources	0	0	0	30	30	22
Economic Development	0	0	0	184	184	275
Education Appropriations	0	0	0	41	43	361
Other	2,399	7,571	2,203	0	0	0
Debt Service	13,589	13,566	13,888	0	0	0
Total Expenditures	$15,988	$21,137	$16,090	$42,684	$40,489	$42,045
Operating Gain/(Loss)	($4,148)	($9,912)	($4,485)	($2,974)	$484	($5,568)
Other Financing Sources/(Uses):						
Bond/Lease Proceeds/Premium	2,882	7,825	2,203	0	0	0
Transfers In	0	0	0	5,071	5,087	5,491
Transfers Out	0	0	0	(195)	(17)	(700)
Net Change in Fund Balance	($1,266)	($2,087)	($2,283)	$1,903	$5,553	($777)
Fund Balance- Beginning of Year	25,463	24,198	22,111	29,163	31,066	36,618
Fund Balance - End of Year	$24,198	$22,111	$19,829	$31,066	$36,618	$35,841

SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN NET ASSETS

All Governmental Fund Types and Proprietary Funds
Three-Year Comparisons

(amounts expressed in thousands)

	ENTERPRISE FUNDS					
	Water and Sewer Fund			Solid Waste Fund		
	FY2020 Actual	FY2021 Estimated	FY2022 Estimated	FY2020 Actual	FY2021 Estimated	FY2022 Estimated
Revenues						
Property Taxes	$0	$0	$0	$0	$0	$0
Income Taxes	0	0	0	0	0	0
Other Local Taxes	0	0	0	0	0	0
Licenses & Permits	73	73	70	3	2	5
Federal Grants	0	0	0	0	0	0
State Grants	0	0	0	0	0	0
Local Governments	1,230	1,127	1,414	0	0	0
Service Charges	42,179	46,239	49,989	8,091	9,311	9,589
Fines & Forfeitures	537	141	720	0	0	0
Interest Income	58	19	108	449	50	50
Rent Revenues	368	337	247	0	0	0
Miscellaneous	2,202	1,701	3,902	(1)	0	0
Total Revenues	$46,647	$49,637	$56,450	$8,542	$9,363	$9,644
Expenditures						
General Government	$370	$184	$542	$71	$64	$107
Fiscal & Administrative Services	779	847	1,212	0	0	0
Public Works - Facilities	0	0	0	6,170	5,614	4,869
Public Works - Utilities	36,282	41,054	43,297	0	0	0
Community Services	0	0	0	0	0	0
Recreation, Parks & Tourism	0	0	0	0	0	0
Planning & Growth Mgmt.	959	1,113	1,131	0	0	0
Public Safety	0	0	0	0	0	0
Health & Social Services	0	0	0	0	0	0
Conservation of Natural Resources	0	0	0	0	0	0
Economic Development	0	0	0	0	0	0
Education Appropriations	0	0	0	0	0	0
Other	0	0	0	0	0	0
Debt Service	2,605	2,756	2,735	42	81	84
Total Expenditures	$40,996	$45,954	$48,917	$6,282	$5,758	$5,059
Operating Gain/(Loss)	$5,651	$3,683	$7,533	$2,261	$3,604	$4,585
Other Financing Sources/(Uses):						
Bond/Lease Proceeds/Premium	0	0	0	0	0	0
Transfers In	165	0	0	0	0	0
Transfers Out/Capital Contribution	0	0	0	0	0	0
Change in Net Assets	$5,816	$3,683	$7,533	$2,261	$3,604	$4,585
Net Assets- Beginning of Year	169,754	175,571	179,253	41,915	44,176	47,780
Net Assets- End of Year	$175,571	$179,253	$186,787	$44,176	$47,780	$52,365

SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN NET ASSETS

All Governmental Fund Types and Proprietary Funds
Three-Year Comparisons

(amounts expressed in thousands)

	ENTERPRISE FUNDS					
	SW - Watershed Protection			Other Enterprise Funds		
	FY2020 Actual	FY2021 Estimated	FY2022 Estimated	FY2020 Actual	FY2021 Estimated	FY2022 Estimated
Revenues						
Property Taxes	$0	$0	$0	$0	$0	$0
Income Taxes	0	0	0	0	0	0
Other Local Taxes	0	0	0	0	0	0
Licenses & Permits	0	0	0	0	0	0
Federal Grants	0	0	0	0	0	0
State Grants	0	0	0	21	0	21
Local Governments	0	0	0	0	0	0
Service Charges	4,039	5,068	5,950	12,264	12,676	14,710
Fines & Forfeitures	0	0	0	0	0	0
Interest Income	7	14	5	12	20	12
Rent Revenues	0	0	0	547	380	607
Miscellaneous	0	0	0	55	35	51
Total Revenues	$4,047	$5,082	$5,955	$12,899	$13,111	$15,401
Expenditures						
General Government	$40	$13	$70	$99	$36	$136
Fiscal & Administrative Services	0	0	0	0	0	0
Public Works - Facilities	1,821	1,582	1,676	6,155	6,360	7,014
Public Works - Utilities	0	0	0	0	0	0
Community Services	0	0	0	79	24	140
Recreation, Parks & Tourism	0	29	30	2,873	1,569	3,431
Planning & Growth Mgmt.	1,236	1,958	2,179	4,881	5,001	5,530
Public Safety	0	0	0	122	65	108
Health & Social Services	0	0	0	0	0	0
Conservation of Natural Resources	6	16	69	0	0	0
Economic Development	0	0	0	0	0	0
Education Appropriations	0	0	0	0	0	0
Other	0	0	0	0	0	0
Debt Service	891	995	1,326	0	15	14
Total Expenditures	$3,994	$4,593	$5,352	$14,210	$13,071	$16,371
Operating Gain/(Loss)	$53	$488	$604	($1,311)	$40	($970)
Other Financing Sources/(Uses):						
Bond/Lease Proceeds/Premium	0	0	0	0	0	0
Transfers In	550	300	0	782	966	746
Transfers Out	0	0	(48)	0	0	(48)
Change in Net Assets	$603	$788	$556	($529)	$1,006	($272)
Net Assets- Beginning of Year	3,606	4,209	4,997	7,973	7,444	8,451
Net Assets- End of Year	$4,209	$4,997	$5,553	$7,444	$8,451	$8,178

SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN NET ASSETS

All Governmental Fund Types and Proprietary Funds
Three-Year Comparisons

(amounts expressed in thousands)

	TOTAL ENTERPRISE FUNDS			TOTAL GOVERNMENTAL FUNDS		
	FY2020 Actual	FY2021 Estimated	FY2022 Estimated	FY2020 Actual	FY2021 Estimated	FY2022 Estimated
Revenues						
Property Taxes	$0	$0	$0	$243,258	$254,218	$261,741
Income Taxes	0	0	0	139,536	154,926	148,000
Other Local Taxes	0	0	0	40,639	44,866	37,192
Licenses & Permits	76	75	75	940	1,096	1,119
Federal Grants	0	0	0	16,358	19,676	15,302
State Grants	21	0	21	6,703	5,365	11,467
Local Governments	1,230	1,127	1,414	630	620	498
Service Charges	66,573	73,294	80,239	14,032	13,943	15,194
Fines & Forfeitures	537	141	720	3,439	3,418	3,371
Interest	527	103	175	6,807	2,073	2,264
Rent Revenues	915	717	853	1,325	1,230	1,286
Miscellaneous	2,257	1,736	3,953	3,381	978	784
Total Revenues	$72,136	$77,193	$87,451	$477,049	$502,410	$498,220
Expenditures						
General Government	$580	$296	$854	$35,301	$39,881	$40,387
Fiscal & Administrative Services	779	847	1,212	6,348	7,026	8,291
Public Works - Facilities	14,146	13,556	13,559	12,288	14,774	15,550
Public Works - Utilities	36,282	41,054	43,297	0	0	0
Community Services	79	24	140	13,631	13,825	14,458
Recreation, Parks & Tourism	2,873	1,598	3,461	9,688	10,491	12,761
Planning & Growth Mgmt.	7,077	8,073	8,840	11,165	10,652	11,740
Public Safety	122	65	108	125,192	131,938	146,259
Health & Social Services	0	0	0	5,987	6,671	7,232
Conservation of Natural Resources	6	16	69	2,724	2,726	2,702
Economic Development	0	0	0	1,971	1,791	2,370
Education Appropriations	0	0	0	227,379	241,787	238,441
Other	0	0	0	2,419	7,571	2,203
Debt Service	3,537	3,846	4,159	44,057	44,684	45,870
Total Expenditures	$65,482	$69,377	$75,699	$498,149	$533,817	$548,262
Operating Gain/(Loss)	$6,654	$7,816	$11,752	($21,100)	($31,407)	($50,043)
Other Financing Sources/(Uses):						
Bond/Lease Proceeds/Premium	0	0	0	37,582	40,725	46,703
Transfers In	1,497	1,266	746	18,796	18,819	11,535
Transfers Out	0	0	(96)	(13,603)	(12,524)	(11,749)
Net Change	$8,151	$9,082	$12,401	$21,675	$15,613	($3,554)
Fund Balance- Beginning of Year	223,249	231,399	240,481	222,139	243,814	259,428
Fund Balance - End of Year	$231,399	$240,481	$252,882	$243,814	$259,428	$255,874

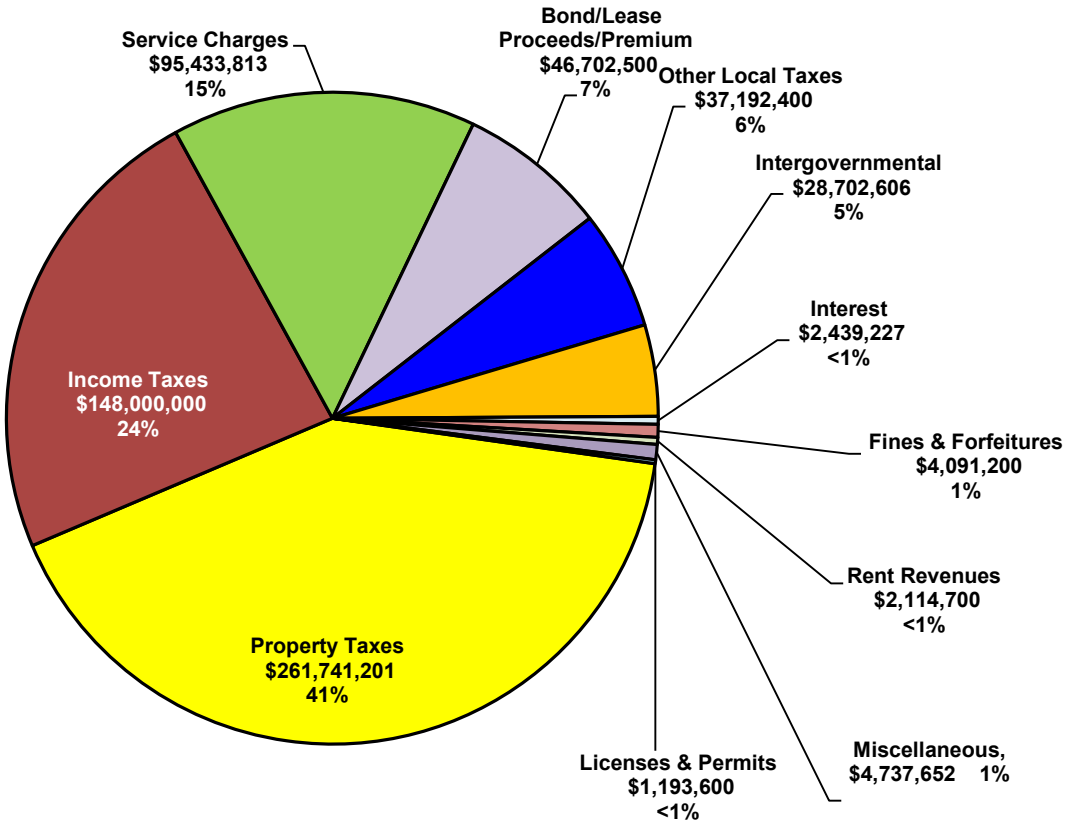
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN NET ASSETS

All Governmental Fund Types and Proprietary Funds
Three-Year Comparisons

(amounts expressed in thousands)

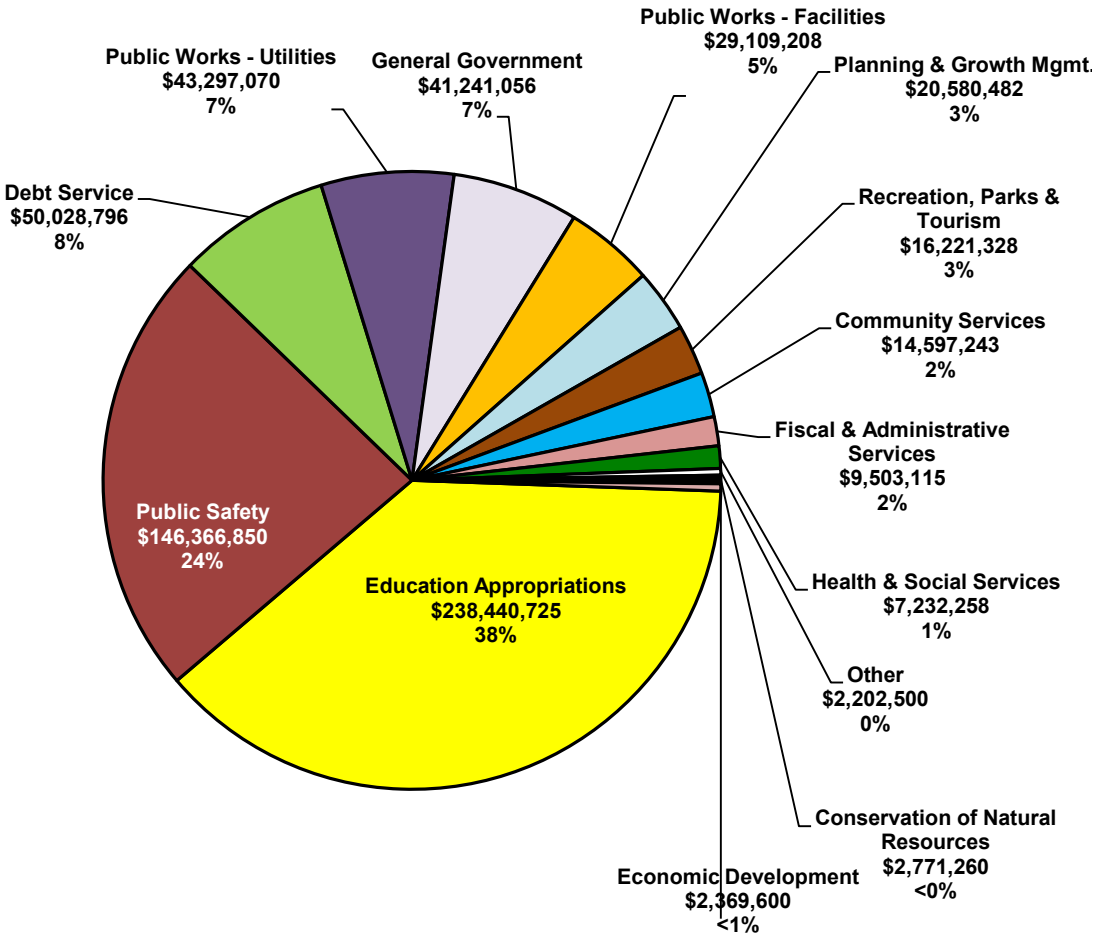
	TOTAL ALL FUNDS		
	FY2020 Actual	FY2021 Estimated	FY2022 Estimated
Revenues			
Property Taxes	$243,258	$254,218	$261,741
Income Taxes	139,536	154,926	148,000
Other Local Taxes	40,639	44,866	37,192
Licenses & Permits	1,016	1,170	1,194
Federal Grants	16,358	19,676	15,302
State Grants	6,724	5,365	11,488
Local Governments	1,860	1,747	1,912
Service Charges	80,606	87,237	95,434
Fines & Forfeitures	3,975	3,559	4,091
Interest	7,334	2,176	2,439
Rent Revenues	2,240	1,947	2,139
Miscellaneous	5,638	2,714	4,738
Total Revenues	$549,184	$579,603	$585,670
Expenditures			
General Government	$35,881	$40,177	$41,241
Fiscal & Administrative Services	7,127	7,873	9,503
Public Works - Facilities	26,434	28,330	29,109
Public Works - Utilities	36,282	41,054	43,297
Community Services	13,710	13,850	14,597
Recreation, Parks & Tourism	12,561	12,089	16,221
Planning & Growth Mgmt.	18,243	18,725	20,580
Public Safety	125,314	132,003	146,367
Health & Social Services	5,987	6,671	7,232
Conservation of Natural Resources	2,730	2,742	2,771
Economic Development	1,971	1,791	2,370
Education Appropriations	227,379	241,787	238,441
Other	2,419	7,571	2,203
Debt Service	47,595	48,530	50,029
Total Expenditures	$563,631	$603,194	$623,961
Operating Gain/(Loss)	($14,446)	($23,591)	($38,291)
Other Financing Sources/(Uses):			
Bond/Lease Proceeds/Premium	37,582	40,725	46,703
Transfers In	20,293	20,085	12,281
Transfers Out	(13,603)	(12,524)	(11,845)
Net Change	$29,826	$24,695	$8,848
Fund Balance- Beginning of Year			
Fund Balance - End of Year			

FY2022 Total Estimated Revenues by Account Classification
Total = $632,372,900



NOTE: Total Estimated Revenues include Bond/Lease Proceeds/Premium.

FY2022 Total Estimated Expenses by Function
Total = $623,961,492



General, Economic, and Statistical Information

Charles County, Maryland

Origin: Charles County was created in 1658 by an Order in Council. It is not to be confused with an earlier Charles County (1650-1653) known as Old Charles County. The County was named for Charles Calvert (1637-1715), 3rd Lord Baltimore. Calvert lived in Maryland from 1661 until he returned to England in 1684. He was Proprietor of the Maryland colony from 1675 to 1689, when he lost his right to govern. From 1692 until Calvert's death in 1715, Maryland was governed as a royal colony.

Form of Government: The Code Home Rule issue passed during the general election held on November 5, 2002. The County Commissioners began implementing the new form of government in 2003. Code Home Rule is one of two forms of home rule for counties permissible under Maryland law. Charles County presently is not a charter home rule county, maintaining the pure Commissioner form. The County is governed by the Board of County Commissioners of Charles County ("the Board") consisting of five Commissioners who are elected for a four-year term. The President of the County Commissioners, who must declare his or her candidacy at the time of filing, is elected County-wide and may reside anywhere within the County. The four Commissioner members also run County-wide but one must reside within each of four Commissioner Districts. The President serves on a full time basis and the other Commissioners serve in a part-time capacity. The Board meets Tuesdays and Wednesdays at the Charles County Government Building in La Plata.

Other elected officials include Maryland State Senator, Representatives of the Maryland House of Delegates (3), Resident Judges of the Circuit Court (4), Clerk of the Circuit Court, States Attorney, Sheriff, Register of Wills, Judges of the Orphans' Court (3), and members of the County Board of Education (7).

Location: Charles County, Maryland, located on the Southern Maryland Peninsula between the Patuxent and the Potomac Rivers, adjoins Prince George's County on the north and west and St. Mary's County on the east. It comprises approximately 500 square miles, of which 460 are land and 40 are water with 305 miles of shoreline. There are three incorporated municipalities in the County, La Plata, Indian Head and Port Tobacco. La Plata, the County seat, is 71 miles from Baltimore and 25 miles from Washington, D.C.

Population: (2000 Census): 120,546; (2010 Census): 146,551; (2020 Census Estimate): 164,436

Executive Offices: The County's executive offices are located in the Government Building located at 200 Baltimore Street in La Plata, Maryland.

Mailing address is: County Commissioners of Charles County
200 Baltimore Street
La Plata, MD 20646

Hours of Operation: Monday - Friday 8:00 A.M. - 4:30 P.M.

The County's central telephone numbers are:

Local Line 301-645-0550 Fax Number 301-645-0560

Metropolitan Line 301-870-3000

Maryland Relay Service 711 or 1-800-735-2258

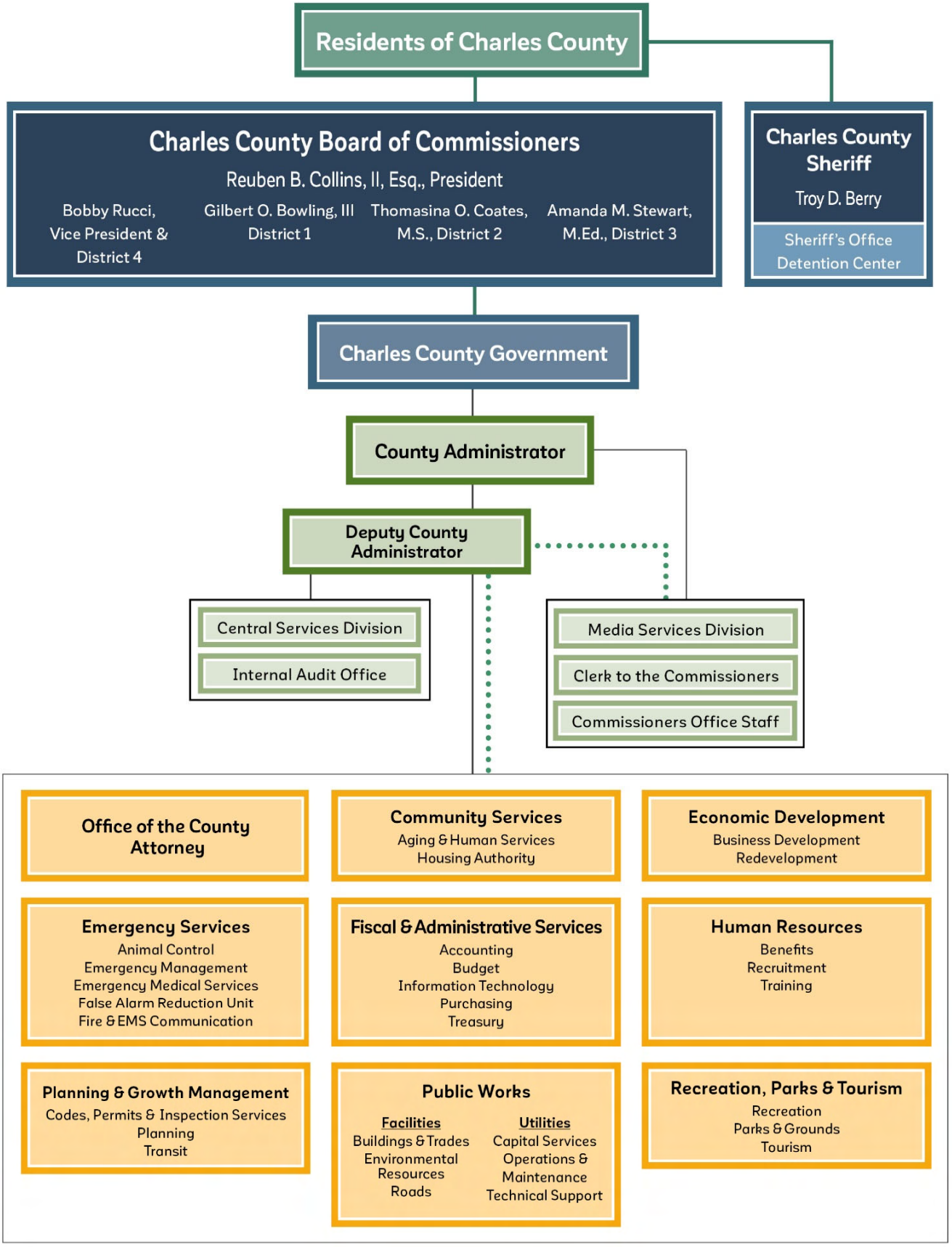
Visit the County's web site at: *www.CharlesCountyMD.gov*

Visit the County's Facebook at: *https://www.facebook.com/CharlesCounty*

Visit the County's Twitter at: *https://twitter.com/CharlesCoMD*

Visit the County's YouTube at: *https://www.youtube.com/user/CCGTVCommissioners*

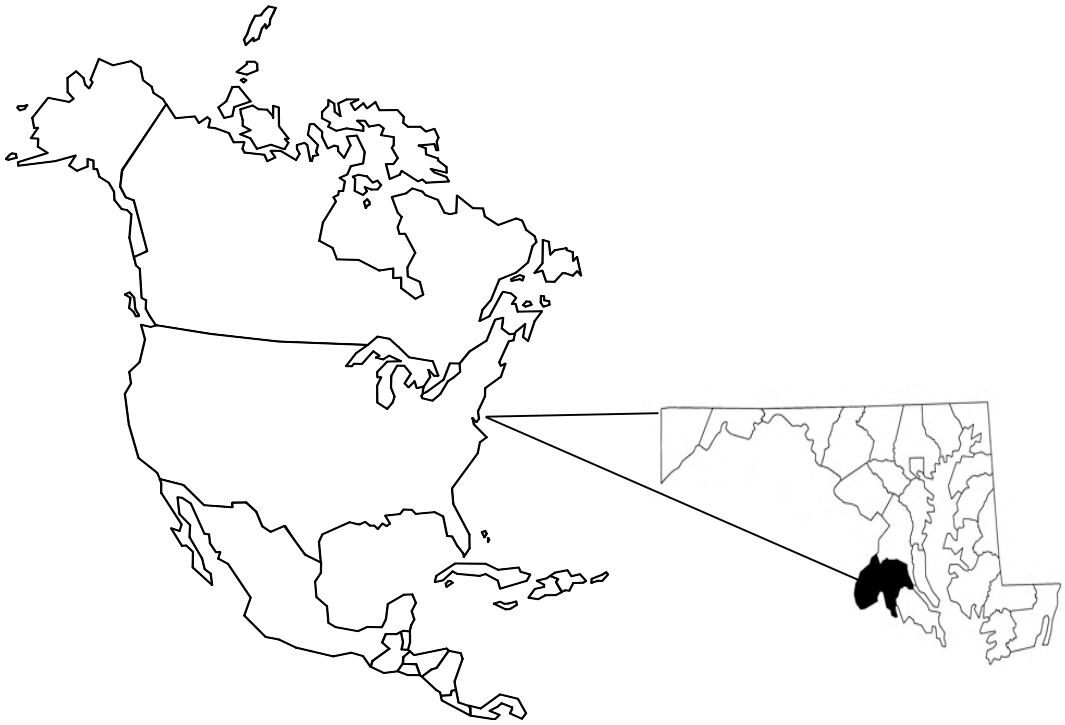
E-Services: To meet the demands of today's busy schedules, Charles County Government is proud to provide our residents with numerous online electronic services. Residents can pay Real Estate Taxes, Permits, Red Light and Speed Enforcement Citations, Parking Violations, False Alarm Fees/Fines, Recreation Programs, Tag-a-Bag fees, and Water & Sewer Bills online. Online e-services also include viewing the status of a permit, making a property tax inquiry, viewing your water & sewer utility billing account information, registering for parks & recreation programs, completing a Public Event Application, and applying for a job. Residents now have access to electronic review, submittal, and fee payment for their permits and plans. They can check the status of their plans, see any sub records, pay their fees, and resubmit any documents or drawings.



The new Department of Capital Project Management will be reflected on the Charles County Government Organizational Chart after staffing has been completed. The new department will include the Capital Services Division and the Technical Support Division, currently part of the Department of Public Works.

Charles County, Maryland

Charles County Maryland is an ideal location to experience all that the Mid-Atlantic Region has to offer. Charles County is just a short drive from Baltimore, Washington D.C., and Richmond, VA. Charles County enjoys all of the cultural, entertainment and economic advantage of a large urban region. At the same time, it is one of the state's most scenic areas, with hundreds of miles of shoreline, parks, history and an agricultural and maritime heritage. From suburban convenience to nature's bounty, Charles County Maryland is truly the best of both worlds.

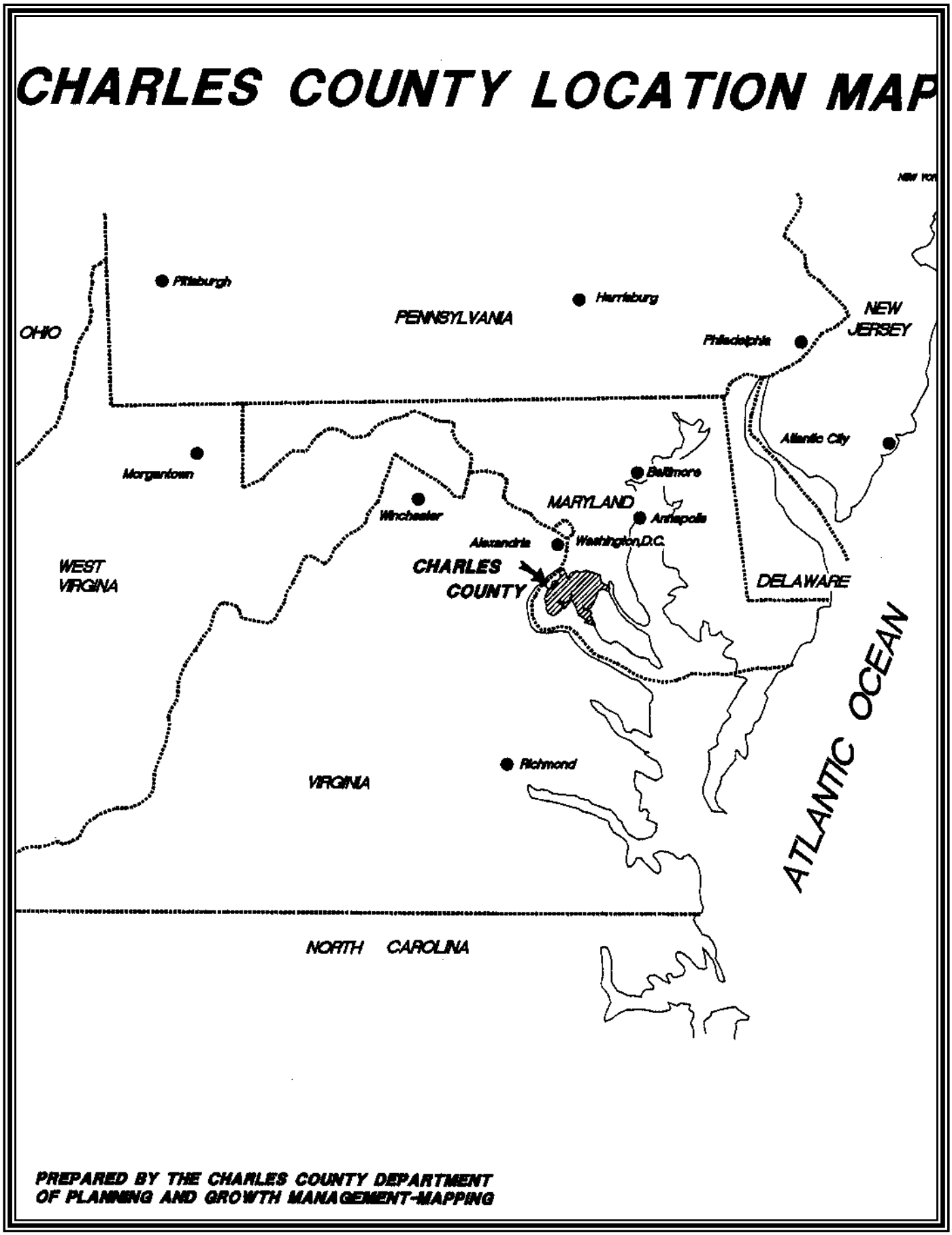


Location Driving distance from Waldorf *(in miles)*	
Atlanta, GA	609
Baltimore, MD	56
Boston, MA	452
Chicago, IL	710
New York, NY	241
Philadelphia, PA	152
Pittsburgh, PA	247
Richmond, VA	91
Washington, DC	25

Source: MD Department of Commerce, Brief Economic Facts

Climate and Geography	
Yearly Precipitation (inches)	43.6
Yearly Snowfall (inches)	16.1
Summer Temperature (°F)	75.1
Winter Temperature (°F)	38.7
Days Below Freezing	71.3
Land Area (square miles)	451.6
Water Area (square miles)	35.2
Shoreline (miles)	305
Elevation (feet)	sea level to 235

Source: National Oceanic and Atmospheric Administration and MD State Climatologist Office (1981-2010 normals); MD Geological Survey


CHARLES COUNTY LOCATION MAP
Pittsburgh
Harrisburg
PENNSYLVANIA
OHIO
NEW JERSEY
Philadelphia
Atlantic City
Morgantown
Baltimore
MARYLAND
Winchester
Annapolis
Alexandria
Washington,D.C.
WEST VIRGINIA
CHARLES COUNTY
DELAWARE
ATLANTIC OCEAN
Richmond
VIRGINIA
NORTH CAROLINA
PREPARED BY THE CHARLES COUNTY DEPARTMENT
OF PLANNING AND GROWTH MANAGEMENT-MAPPING

PUBLIC SCHOOLS

Student Enrollment
Full-time Equivalent FY2013 - FY2022

Fiscal Year	FTE	Change	Percent
FY2013	25,717	(153)	-0.6%
FY2014	25,524	(193)	-0.8%
FY2015	25,413	(111)	-0.4%
FY2016	25,471	58	0.2%
FY2017	25,521	51	0.2%
FY2018	26,085	564	2.2%
FY2019	26,315	230	0.9%
FY2020	26,579	265	1.0%
FY2021	26,029	(550)	-2.1%
FY2022 est.	26,839	810	3.1%

COUNTY & STATE PARKS

Bensville Park- Waldorf

Developed facilities currently include athletic playing fields, playground, a zipline, and a hiking trail. Sports fields include: one regulation-size baseball, three little League baseball, four soccer, and one football field. A separate field has been designated as an area for general community use (all other fields require a permit). Located on Bensville Road (Rt. 229) between Pomfret and Waldorf.

Bryantown Soccer Complex- Bryantown

The complex is comprised of fifteen soccer fields. The field sizes accommodate all age divisions and are for official league use-by permit only.

Cedarville State Park - Waldorf

Marked trails for hiking, mountain biking and equestrian rides. Camping, hunting, fishing activities are also available. Picnic areas and shelters are on the premises.

Chapel Point State Park - Port Tobacco

This scenic 600-acre park offers a small sandy launch area for small boats, canoes and kayaks. Charles County has entered into a 30-year partnership agreement with the Maryland Department of Natural Resources to manage daily operation of the park and launch a park rehabilitation project. This project is currently in the design phase. Construction is scheduled for 2021.

Chapman State Park – Indian Head

Stretching from the Potomac River to the Mattawoman Creek, in western Charles County, enjoy a journey through time to Southern Maryland's pastoral heritage, finding mature forests, rare plants and bald eagles frequenting the skies above. Also located at this park is the Mt. Aventine Mansion. This park is owned, operated, and maintained by the Maryland State Department of Natural Resources (DNR).

Charles County Skatepark- White Plains

A 15,000 square foot concrete-based skate park featuring various sized bowls, transitions, and a challenging street course. This park operates under seasonal hours and admission is free.

Charlie Wright Park- Indian Head

This park features two practice soccer fields, two little league baseball fields, one regulation baseball field and a practice football area. Adjacent to an elementary school which allows evening use of playground and basketball facilities.

Chicamuxen Wildlife Management Area - Indian Head

Ideal for bird watchers and hikers, this protected 381-acre area offers a wide variety of waterfowl species and almost daily sightings of bald eagles.

Doncaster Forest - Doncaster

Perfect for a picnic getaway, this 1,445-acre site is great for hiking or horseback riding.

Friendship Farm Park and Trail - Nanjemoy

This scenic park overlooks the Nanjemoy Creek and offers a variety of recreational activities including fishing, baseball and seven miles of trails for hikers and equestrians. A county-owned boat ramp offers easy access to the Potomac River and is open year-round, from dawn to dusk, to the public. Fishing from the pier and shoreline is permitted.

Gilbert Run Park - Dentsville

Within this scenic wooded parkland are hiking and nature trails, picnic areas (grills and tables), boat and picnic pavilion rentals, playground areas featuring our "kiddie zip line", and fishing piers. The main attraction is a 60 acre freshwater lake which affords fishing, pedal boating, row boating, and canoeing. Fishermen are able to catch bass, bluegill, trout and catfish. A boat ramp is also provided for convenience (electric motors only). Fishing supplies, and concessions are available. Gilbert Run Park is opened from March to November with seasonal hours of operation.

COUNTY & STATE PARKS

Indian Head Rail Trail- Indian Head to White Plains

Thirteen-mile hiker/biker trail developed on an abandoned Navy railroad corridor. This recreational trail connects the Town of Indian Head with the White Plains area of the County. Runners, cyclists and nature enthusiast enjoy the benefits of this significant park facility. The trial is not just an amenity for our local residents – it is one of the County's most powerful tourism revenue venues.

Laurel Springs Regional Park - La Plata

Laurel Springs Park is located on Radio Station Road in La Plata. This facility offers a multitude of areas for residents to pursue their leisure interest. Developed facilities include an ADA accessible special needs playground (largest in the region), four small picnic pavilions, and several informal areas with picnic tables. Athletic playing areas include: two full size baseball, five softball, three little league, one football and five soccer fields. A number of these fields are lighted for evening play. A rubber-surfaced special needs baseball diamond ("Field of Dreams") offers players of all abilities access to our national pastime. Athletic fields are available for official league use by permit only. Fitness enthusiasts will enjoy a 1.6-mile running/walking trail which loops through the wooded perimeter of the park and is open year-round.

Mallows Bay-Potomac River National Marine Sanctuary – Riverside on the Potomac River

Home to the "Ghost Fleet" of Mallows Bay. One of the largest sunken ship graveyards in the Western Hemisphere. Mallows Bay is part of the Charles County Water Trail and is accessible by road with small boating access and kayak launch. The National Marine Sanctuary designation became effective on September 3, 2019, the first national marine sanctuary since 2000.

Located in Nanjemoy, local boaters can enjoy immediate access to this world-class fishery. Includes 50' launch ramp and boarding pier for power boaters, a kayak launch dock, interpretive signs, hiking trail, and parking. In addition to shoreline fishing areas, the park offers trails and wildlife viewing opportunities. Amenities include a nature/hiking trail, shoreline fishing, and an observation deck.

Marshall Hall Boat Launching Facility - Bryans Road

Located in the northwest section of the County at the end of Route 227, this boat launching facility gives direct access to the Potomac River. Available, free to the public, are two boat ramps, a boarding pier and parking for approximately 25 boat trailers. This is a popular area for shoreline fishing. Marshall Hall Boat Launching Facility is open from dawn to dusk year-round.

Maxwell Hall Park - Hughesville

Located in the extreme eastern portion of our county, this 680-acre park currently has over 14 miles of hiking and equestrian trails. Trail users enjoy a mix of wooded and open field experience with occasional scenic views of the Patuxent River. Access to sandy beach is a favorite trail feature. A fully restored 17th century house with ties to the War of 1812 is located on the property and limited open houses are held April – October.

Myrtle Grove Wildlife Management Area - La Plata

These 4,460-acres contain hardwood forests, wildlife plantings, natural and man-made wetlands and early succession habitats. This tract is in the forested bottomlands of the Mattawoman Creek and was once home to the Piscataway Indians. Acres of forests/fields considered a prime location for bird watching and nature photography. This park is owned, operated, and maintained by the Maryland State Department of Natural Resources (DNR).

Oak Ridge Park - Hughesville

This eastern area park offers a combination of active and passive recreational activities. Athletic fields for official league use, by permit only, include little league and full-size baseball fields. A playground and picnic pavilion area are located at this facility. Wooded equestrian trails and two show rings are available on a first come, first served, basis unless there are scheduled events. This facility is available for rent by equestrian organizations and ideal for youth and open events. This area of Oak Ridge Park is open to the public seven (7) days a week from dawn to dusk.

COUNTY & STATE PARKS

Pisgah Park - Pisgah

This park serves the western portion of Charles County. Sports fields in this 200+ acre park includes: two youth baseball, one regulation baseball, four soccer, one football field, and a separate field designated for general community use. Seven of these fields are lighted for evening play. Additional amenities include a restroom building, playground, and paved fitness trail.

Port Tobacco River Park – Port Tobacco

This 149-acre nature park offers four miles of nature and hiking trails, interpretive displays, wildlife observation decks, trailside rest areas and a secluded picnic grove. The park boasts Maryland's only live eagle cam which operates year-round. The park is open daily from 8:00 a.m. to dusk.

Purse State Park - Nanjemoy

A 90-acre reserve with moss-covered rock walls and stunted trees located on Wades Bay off the Potomac River, great for fossil hunters.

Robert D. Stethem Memorial Sports Complex- Waldorf

Comprised of ten little league and big-league baseball fields. The field sizes accommodates all ages, from T-ball to adults, for official league play. Fields are available by permit only. The park also includes playground facilities. This park is open limited hours during athletic events only.

Ruth B. Swann Memorial Park - Bryans Road

This western area park borders Pomonkey Creek and the Potomac River. Combinations of both active and passive recreational activities are available from large open areas for soccer and baseball to picnicking and bird watching. Picnic areas and a playground are available on a first come, first served, basis. Hikers can take advantage of the 2.4-mile foot trail which passes through mature woodland on its way to the shoreline of the Potomac River.

Smallwood State Park - Marbury

A 628-acre park offering fishing, camping, kayaking, canoeing, hiking, picnicking, and a tour of the restored home of Revolutionary War hero General William Smallwood. This park also houses Sweden Point Marina which offers six boat launching ramps, fifty slips, and boat rentals.

Southern Park - Issue

Offering a wide variety of recreational activities for all ages, this park is located in southern Charles County off of Route 257 in Issue. Visitors can enjoy a scenic view of the Potomac River. A playground, picnic areas, ball fields, tennis courts, and a fishing pier are available. Southern Park is open to the public from dawn to dusk.

Turkey Hill Park- La Plata

Facilities include: four soccer fields, a football field, a multi-purpose area for informal recreation activities, an 18-hole disc golf course and a dog park. This park is situated on property which is leased from the State Highway Administration.

White Plains Regional Park – White Plains

White Plains Park is located at the intersection of DeMarr Road and St. Charles Parkway. Park facilities include lighted tennis courts, tot lot and playground, and a dog park. Athletic fields (for official league use-by permit only) include the following lighted fields: one soccer field, one baseball field, one Little League field and one football field. Open to the public from 8:00 A.M. until dusk. During some athletic events, the park remains open later into the evening.

White Plains & Turkey Hill Dog Parks – White Plains & La Plata

Public off-leash areas operated and maintained by County staff. County dog owners and their pets are invited to enjoy these unique facilities. Our Dog Parks provide safe, legal areas in which dogs can run, play, and socialize.

GOLF COURSES

Swan Point Country Club - Swan Point Tucked along the banks of the Potomac River, this waterfront club offers an 18-hole championship golf course that has been rated one of the best by Golf Digest.

White Plains Golf Course - White Plains Regionally acclaimed 18-hole public golf course. Well-groomed undulating greens and Bermuda grass fairways offer a challenging experience for all levels of play. The Golf Course also offers a Driving Range, an 18-hole Footgolf course and a Clubhouse Cafe.

RECREATION

Capital Clubhouse- Southern Maryland's ultimate recreational and indoor sports complex. Located in Waldorf, the Capital Clubhouse is a 90,000 square foot year 'round sports center for all ages. The facility is leased and operated by Black Bear Sports, bringing a variety of competitive sports and recreational programming under one roof. This facility contains an NHL-size ice rink, multi-sport courts, a rock-climbing wall, and multiple party rooms. Exurb Fitness is a full service fitness center that operates on the second floor of the facility.

Community Centers- There are **ten school-based community centers** located in selected County elementary and middle schools which are available for public enjoyment. These facilities offer a variety of programs, sports, services, activities, summer camps, and recreational opportunities to persons of all ages. Community centers are focal points within their geographic area that generate a sense of community through interaction and programs. Along with traditional recreation activities, community centers provide less structured programs geared toward developing community relations and providing needed supportive services.

In addition to school-based community centers, the **Nanjemoy Community Center** operates Monday through Friday, year-round and offers a wide range of programs and services including: Senior Center operating four days a week, recreational programs, fitness center, computer lab and special events. Portions of the Community Center may be rented hourly for private functions and community organizations. In partnership with Health Partners, the Nanjemoy Community Center also hosts the Health Partners, Western County Community Health Center which provides primary care and health services to uninsured and underinsured County residents.

The **Port Tobacco Recreation Center** located at the Port Tobacco Satellite Facility has a full-size gymnasium available for basketball, volleyball, pickleball, and community use through other recreational programming and instructional sports clinics and camps.

County Recreation Programs- Countywide recreational and leisure time experiences for the citizens of Charles County, including recreational classes and special events, indoor and outdoor sports leagues for youth and adult, drop-in sports programs, therapeutic recreation programs, partnership with Charles County Special Olympics, summer camps, trips and tours, and amusement park discount ticket sales.

Elite Gymnastics and Recreation Center- Located in Waldorf this facility provides an unequalled facility for instruction in gymnastics, dance, and recreation. The center is a 29,000 square foot, year-round recreational facility fully equipped with competitive and recreational gymnastics equipment including a spring floor, balance beams, uneven bars, vaulting, trampolines, tumble track, two foam pits, parkour equipment and various other practice and instructional equipment. The facility also features a toddler gymnastics area, dance and group fitness room, classrooms, party rooms, and an observation area.

RECREATION

Pools- the County currently operates six public swimming pools. Year-round aquatics programs are offered at **three indoor pools at Lackey and North Point High Schools and the Donald M. Wade Aquatic Center located at St. Charles High School**. Seasonal **outdoor facilities are located at La Plata, McDonough, and Thomas Stone High Schools**. Aquatics programs such as water safety, water aerobics, and swim lessons are offered year-round.

Regency Furniture Stadium- is home of the Southern Maryland Blue Crabs professional baseball club with over 70 home games. The ballpark, located in Waldorf, offers a full range of family friendly features and attractions, including a large catered picnic area overlooking the field and a fantastic amusement area for kids of all ages. The ballpark serves as a multipurpose facility by accommodating football, soccer, lacrosse and other sporting events, as well as concerts, expos, and other entertainment events. The Stadium features approximately 4,200 reserved seats and lawn seating to watch the action from the grass berms around the outfield. All seats are very close to the action.

Senior Centers- the County operates **four senior centers**, which serve as community focal points where older persons come together in an atmosphere of wellness to promote independence and improve their quality of life. Senior centers address the needs of an ever-increasing older population, providing a wide array of services and activities including nutrition programs, benefits coordination, fitness and health promotion activities, recreational and special events.

Waldorf Senior and Recreational Center –is a multi-generational recreation facility that is home to the Waldorf Senior Center. The Recreation Division oversees the operation of this facility offering a variety of programs and activities for all ages, seven days a week, year-round. The facility has a full-size gymnasium, group exercise room, two racquetball courts, fitness equipment room, youth program room, and multiple classroom/meeting rooms.

CHARLES COUNTY TOURIST ATTRACTIONS

Heritage and History

Visit the home of **Dr. Samuel A. Mudd**, who set the broken leg of President Abraham Lincoln's assassin. The two-story farmhouse is open to the public April-November and tours are provided by costumed docents. The annual Victorian Christmas event is held the first weekend of December. This location is also featured on the John Wilkes Booth: Escape of an Assassin and Star-Spangled Banner National Historic Trail.

The **Bryantown Historic District** was bustling with federal troops searching for John Wilkes Booth following the assassination of President Abraham Lincoln. Sites to visit include the Old Bryantown Tavern and St. Mary's Catholic Church.

During **The War of 1812**, 4,500 British troops came ashore in Benedict on their way to Washington D.C. After burning the White House and the Washington Navy Yard, the troops returned carrying their wounded and supplies.

The U.S. Navy established an observation post at **St. Ignatius Catholic Church** during the War of 1812. Situated on a ninety-foot hill at Chapel Point, near Port Tobacco, this strategic location was ideal for observing British ship movement on the Potomac. This location is featured on the Religious Freedom National Scenic Byway.

Beginning as the home to the Potapoco and Piscataway Native Americans, the **Port Tobacco Historic Village** was home to one of the most historic port towns in Maryland. Guided tours are available and offer a one-of-a-kind look into some of the most well preserved early colonial homes and buildings in the area. The grounds include interpretive signage that narrate the rich history and assist visitors with visualizing the footprint of the colonial village. The three properties within the village that are available for tours include Stagg Hall, Port Tobacco Courthouse and Washington Burch House.

The **Thomas Stone National Historic Site** was originally home to the man who wrote himself into American history after signing the Declaration of Independence. Take part in a ranger led tour or attend one of several annual events.

Mallows Bay-Potomac River National Marine Sanctuary is home to the "Ghost Fleet" of Mallows Bay. One of the largest sunken ship graveyards in the Western Hemisphere. Mallows Bay is part of the Charles County Water Trail and is accessible by road with small boating access and kayak launch. The National Marine Sanctuary designation became effective on September 3, 2019, the first national marine sanctuary since 2000.

The restored 1760's historic home to General William Smallwood, the **Smallwood Retreat House** opened to the public in 1958 under the direction of the Smallwood Foundation, Inc. Tours are conducted by costumed docents and a living history program is available.

Indian Head Rail Trail is a converted abandoned railroad corridor with 13 miles of paved trail for hikers and bikers. It provides a unique opportunity to enjoy some of Southern Maryland's most undeveloped natural areas. Originally built in 1918 as a supply route for the Navy's Indian Head Powder Factory, this elevated rail bed passes through the Mattawoman Creek stream valley. This location is featured on the Explore Charles County page on the cyclelifehq.com website.

Illustrations by: Joseph Troy

Heritage and History

Rich Hill was constructed in 1783 and is listed on the National Register of Historic Places. The house and property are historically significant both architecturally and for its association with the escape of John Wilkes-Booth through Southern Maryland after the assassination of President Lincoln. A stop on the "John Wilkes Booth: Escape of an Assassin, Maryland Civil War Trail" visitors can view the exterior of the house and learn more about the site by reading the on-site interpretive panels about the owners of Rich Hill or attend special events.

Experience the historic sites and markers throughout Charles County that contribute to the history and heritage of the nation on **The Star Spangled Banner** and **Civil War Trails**. The sites include most notably the story of John Wilkes Booth and Dr. Samuel Mudd – a story of a nation divided, war, southern sympathizers, conspiracy, and the escape of President Abraham Lincoln's assassin.

The Religious Freedom National Scenic Byway illustrates the story of religious toleration and the attempt to separate church from state for the first time in the Western World. Visit the sites in Charles County that played a part in the shaping of a narrative that ultimately led to the foundation for the First Amendment to the Constitution guaranteeing Americans the right to believe as they wish.

Maryland's Veterans Museum has exhibits that recognize all United States Military Veterans of all national wars. The museum holds events and is open to the public for tours.

Activities

Charles County retains its natural beauty in one of the fastest growing areas in Maryland.

21,000 acres of parkland are located within our border, where visitors are invited to explore and experience nature up close.

Charles County offers some of the most **scenic bike routes** in the state. Many have light traffic or wide shoulders and include historic sites along the way.

Nationally known as a world class year-round bass fishery, the **Potomac River** stretches along the western and southwestern side of the county for more than 55 miles.

Enjoy the activities at the **James E. Richmond Science Center** located within the St. Charles High School. The science center includes a state of the art 60 – foot diameter, 184 – seat Digital Dome Classroom.

Watch local baseball and enjoy other affordable family friendly activities at **Regency Furniture Stadium**, home to the Southern Maryland Blue Crabs.

The **Town of La Plata** is a charming small town with big city flair. The walkable town has quaint shops, seasonal / annual events, and community programs. It was also recently named Maryland's First Bird City for the successful enhancement of the town's environment for birds and for the public education measures established to compare the relationships between birds and people.

The **Town of Indian Head** provides is a small town that is just 30 miles away from Washington, DC. Festivals are offered on the Village Green and the Indian Head Rail Trail offers biking and/or hiking opportunities to both residents and visitors. Access to the Mattawoman and Potomac Rivers provides opportunities for fishing, kayaking, and canoeing.

Cultural Arts

Charles County Arts Alliance (CCAA)- was founded with the goal of stimulating, promoting, encouraging, and providing recognition of the arts and the creative spirit in Charles County, MD. A variety of events, workshops, and services are available to help Charles County artists and arts organizations succeed and thrive. The CCAA maintains five galleries for visual artists in public spaces around Charles County. The Galleries are located at the Government Building, Charlotte Hall Veterans Home, Community Bank of Chesapeake, University of Maryland – Charles Regional Medical Center, and the Waldorf West Library. The CCAA also sponsors the annual Artsfest which is the largest outdoor arts festival in Charles County. This annual countywide outdoor event celebrates ALL the arts in Charles County: music, visual art, drama, dance, and literature.

Indian Head Center for the Arts- The Indian Head Center for the Arts' mission is to provide a broad spectrum of arts services to the community and to act as a community center, encouraging community interaction, economic development, and the creation of opportunities for children, youth, and residents. The Center is managed by the Chesapeake Bay Floating Theatre, Inc., a registered nonprofit. With its 90-seat intimate setting and 450 square foot stage, the Black Box Theatre provides a professional venue for performance artists of all types.

College of Southern Maryland, Fine Arts Center- sponsors various exhibits and performances including, theatre productions, music concerts, dance performances, gallery exhibits, ensemble opportunities for the entire community, and kids' and teen college classes in the arts.

Mattawoman Creek Art Center- is a not-for-profit organization seeking to encourage the practice and appreciation of the visual arts in the Southern Maryland community. The Center is located at Smallwood State Park in Marbury and holds 8 to 10 Art Exhibits per year, plus special events, workshops, and classes. The gallery is open Fridays, Saturdays, and Sundays from 11am to 4pm during scheduled exhibitions and shows.

Port Tobacco Players- strives to entertain, educate, uplift, challenge, enlighten, and enrich their audiences, volunteers, and community by providing consistent quality productions at affordable prices. Six shows per season are performed on the recently renovated main stage in downtown La Plata and they also perform countless road productions with their Encore and Encore Kids touring companies.

Crain Memorial Welcome Center

The Welcome Center is open daily from 8:30 a.m. – 4:30 p.m. and is located on Route 301 North in Newburg. The Center is a great place to bring family and out-of-town guests to explore the county, region, and state of Maryland's many diverse attractions and get up to date information about events, festivals and local specialty stops. The Center is set-up with rotating exhibits, features local art and informational media to orient everyone to the history, culture, and diverse recreational activities in our area. Experienced travel counselors are ready to help everyone with their travel planning and community explorations.

ECONOMIC AND STATISTICAL INFORMATION

Charles County, Maryland
Assessed and Estimated Market Value of All Property Classes

(amounts expressed in thousands)

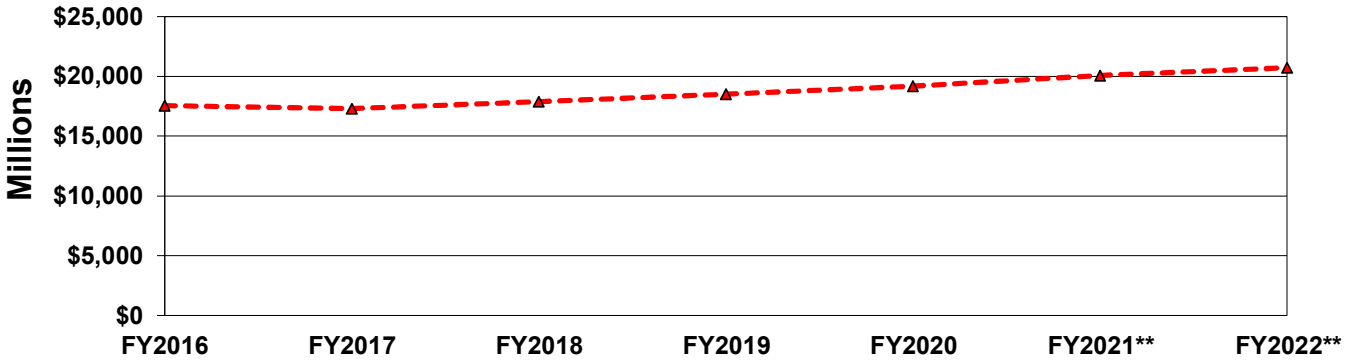
Fiscal Year Ended June 30th	Real Property Full Year	Real Property Partial Yr.	Business Personal Property	Railroads & Public Utilities	Ordinary Business Corporations	Total Assessed Value	Total Market Value**
2016	$15,693,975	$169,791	$9,184	$316,255	$645,642	$16,834,846	$17,559,040
2017	$16,259,808	$191,817	$9,542	$312,869	$221,588	$16,995,623	$17,308,492
2018	$16,801,931	$191,280	$9,750	$328,347	$220,855	$17,552,164	$17,880,511
2019	$17,425,110	$163,027	$9,665	$333,493	$247,061	$18,178,356	$18,511,849
2020	$18,107,119	$175,819	$9,092	$331,460	$232,316	$18,855,806	$19,187,266
2021*	$18,758,124	$203,135	$8,331	$390,738	$237,161	$19,597,489	$20,073,313
2022*	$19,414,792	$180,000	$8,331	$390,738	$237,161	$20,231,022	$20,730,920

Source: Maryland State Department of Assessments & Taxation.

** Estimated by the Department of Fiscal Services & Administrative Services, Charles County, MD.*

***Total Market Value excludes Payment in Lieu of Tax (PILOT) agreements.*

Estimated Market Value*



**Estimated Market Value excludes a Payment in Lieu of Tax (PILOT) agreements.*
***Estimated by the Department of Fiscal Services & Administrative Services, Charles County, MD.*

Ten Leading Tax Payers

(Fiscal Year 2021)

Taxpayer	Property Tax Billed [1]
GenOn Mid-Atlantic, LLC	$7,953,263 **
Southern Maryland Electric Coop Inc	5,234,565
CPV Maryland, LLC	3,226,109 **
Dominion Cove Point LNG,LP	2,799,685
Verizon Maryland Inc	1,189,497
Charles Mall Company LTD Partnership	1,076,038
SCG Atlas Westchester LLC	1,075,786
Washington Gas Light Company	991,236
Madison Waldorf LLC	675,548
Comcast of Maryland	655,799

Source: Maryland State Department of Assessments & Taxation / Charles County Department of Fiscal Services & Administrative Services

[1] *State and Volunteer Fire & EMS taxes are excluded from property tax billed.*

** *Reflects Payment in Lieu of Tax (PILOT) agreements.*

ECONOMIC AND STATISTICAL INFORMATION

County-Wide Property Tax Rates Per $100 Assessed Value

Fiscal Years	Real Property: General County (Including Education)	Real Property: Fire and Rescue Tax	Real Property: State	Real Property: Total	Business Property: General County (Including Education)	Business Property: Fire and Rescue Tax	Business Property: State*	Business Property: Total
2018	1.141	0.064	0.112	1.317	2.8525	0.16	0.28	3.2925
2019	1.141	0.064	0.112	1.317	2.8525	0.16	0.28	3.2925
2020	1.141	0.064	0.112	1.317	2.8525	0.16	0.28	3.2925
2021	1.141	0.064	0.112	1.317	2.8525	0.16	0.28	3.2925
2022	1.141	0.064	0.112	1.317	2.8525	0.16	0.28	3.2925

* Non-utilitiy generators are exempt from State Business Property Tax.

How are your Property Taxes calculated?

Assessed property value	$345,000	a
Divided by $100 increments	$100	b
Multiplied by the combined tax rate	$1.317	c
Total property taxes due	$4,544	

a) All property is physically inspected once every three years and any increase in full cash value arising from such inspection is phased in over the ensuing three taxable years in equal annual installments. A tax cap is set by the County Commissioners annually and can range from 0% to 10% of the prior year liability. The current year tax cap is 7%. Conversely, any decrease in full cash value is recognized in full in the first year and the tax bill remains flat until the next reassessment.

b) Property taxes are calculated per $100 of assessed value.

c) Combined tax rate is broken down into $1.205 County (includes $0.064 Volunteer Fire & EMS) and $0.112 State.

County Tax Levies

(net of additions and abatements)

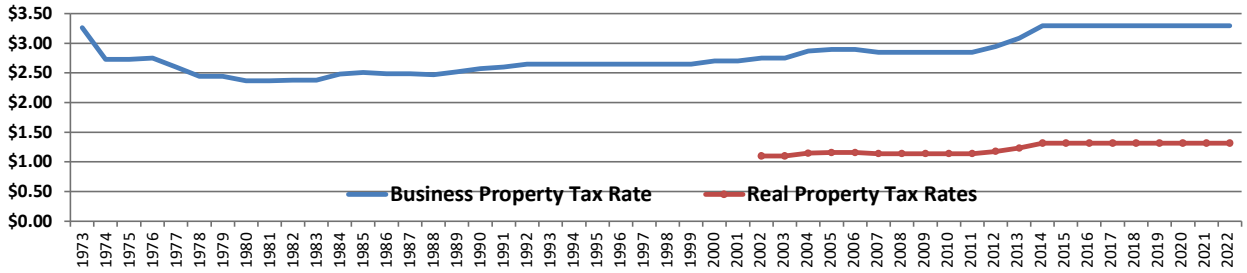
Fiscal Years		County (Including Education)	Fire and Rescue Tax	State
2016	.....	207,718,985	11,651,196	18,556,081
2017	.....	202,074,698	11,334,602	19,188,391
2018	.....	208,859,514	11,715,170	19,855,853
2019	.....	216,532,933	12,145,581	20,535,934
2020	.....	224,009,920	12,564,974	21,312,763
2021*	.....	233,337,803	13,084,345	22,210,227
2022 Est.	.....	240,698,149	13,501,036	22,939,434

Source: Audited financial statements of the County for the fiscal years 2016-2020

*Unaudited as provided by the Department of Fiscal Services & Administrative Services, Charles County, MD

ECONOMIC AND STATISTICAL INFORMATION

Charles County Tax Rates/Budget: 50 Year History



FISCAL YEAR	BUSINESS PROPERTY TAX RATES FIRE	COUNTY	STATE	TOTAL	REAL PROPERTY TAX RATES FIRE	COUNTY	STATE	TOTAL	INCOME TAX RATE*	BUDGET
1973	0.10	2.95	0.21	$3.26					50%	$14,413,586
1974	0.10	2.42	0.21	$2.73					50%	$16,331,993
1975	0.10	2.42	0.21	$2.73					50%	$19,005,734
1976	0.10	2.42	0.23	$2.75					50%	$24,450,701
1977	0.10	2.27	0.23	$2.60					50%	$23,208,952
1978	0.10	2.14	0.20	$2.44					50%	$25,587,735
1979	0.10	2.14	0.20	$2.44					45%	$26,990,058
1980	0.10	2.07	0.20	$2.37					40%	$32,206,942
1981	0.10	2.07	0.20	$2.37					45%	$31,719,728
1982	0.10	2.07	0.21	$2.38					50%	$35,059,911
1983	0.10	2.07	0.21	$2.38					50%	$38,650,500
1984	0.10	2.17	0.21	$2.48					50%	$43,316,062
1985	0.15	2.15	0.21	$2.51					50%	$49,649,070
1986	0.15	2.13	0.21	$2.49					50%	$54,866,100
1987	0.15	2.13	0.21	$2.49					45%	$64,574,398
1988	0.15	2.11	0.21	$2.47					45%	$69,756,088
1989	0.15	2.16	0.21	$2.52					50%	$82,880,250
1990	0.15	2.21	0.21	$2.57					50%	$95,942,900
1991	0.16	2.23	0.21	$2.60					50%	$92,789,500
1992	0.16	2.28	0.21	$2.65					50%	$96,175,850
1993	0.16	2.28	0.21	$2.65					50%	$94,202,500
1994	0.16	2.28	0.21	$2.65					50%	$101,000,000
1995	0.16	2.28	0.21	$2.65					50%	$111,468,000
1996	0.16	2.28	0.21	$2.65					50%	$115,787,000
1997	0.16	2.28	0.21	$2.65					50%	$121,319,200
1998	0.16	2.28	0.21	$2.65					50%	$129,179,500
1999	0.16	2.28	0.21	$2.65					2.52% **	$137,248,500
2000	0.16	2.33	0.21	$2.70					2.81%	$152,185,700
2001	0.16	2.33	0.21	$2.70					2.85%	$161,893,300
2002	0.16	2.38	0.21	$2.75	0.064	0.952	0.084	$1.10	2.90%	$171,108,600
2003	0.16	2.38	0.21	$2.75	0.064	0.952	0.084	$1.10	2.90%	$190,253,600
2004	0.16	2.38	0.33	$2.87	0.064	0.952	0.132	$1.148	2.90%	$197,452,600
2005	0.16	2.405	0.33	$2.895	0.064	0.962	0.132	$1.158	2.90%	$213,559,200
2006	0.16	2.405	0.33	$2.895	0.064	0.962	0.132	$1.158	2.90%	$243,388,300
2007	0.16	2.405	0.28	$2.845	0.064	0.962	0.112	$1.138	2.90%	$273,508,600
2008	0.16	2.405	0.28	$2.845	0.064	0.962	0.112	$1.138	2.90%	$302,328,000
2009	0.16	2.405	0.28	$2.845	0.064	0.962	0.112	$1.138	2.90%	$312,519,000
2010	0.16	2.405	0.28	$2.845	0.064	0.962	0.112	$1.138	2.90%	$311,168,600
2011	0.16	2.405	0.28	$2.845	0.064	0.962	0.112	$1.138	2.90%	$305,018,610
2012	0.16	2.50625	0.28	$2.94625	0.064	1.0025	0.112	$1.1785	2.90%	$307,623,600
2013	0.16	2.64250	0.28	$3.0825	0.064	1.0570	0.112	$1.233	2.90%	$325,073,900
2014	0.16	2.85250	0.28	$3.2925	0.064	1.1410	0.112	$1.317	3.03%	$339,071,600
2015	0.16	2.85250	0.28	$3.2925	0.064	1.1410	0.112	$1.317	3.03%	$354,515,200
2016	0.16	2.85250	0.28	$3.2925	0.064	1.1410	0.112	$1.317	3.03%	$365,682,800
2017	0.16	2.85250	0.28	$3.2925	0.064	1.1410	0.112	$1.317	3.03%	$375,542,600
2018	0.16	2.85250	0.28	$3.2925	0.064	1.1410	0.112	$1.317	3.03%	$391,452,100
2019	0.16	2.85250	0.28	$3.2925	0.064	1.1410	0.112	$1.317	3.03%	$404,659,200
2020	0.16	2.85250	0.28	$3.2925	0.064	1.1410	0.112	$1.317	3.03%	$425,097,500
2021	0.16	2.85250	0.28	$3.2925	0.064	1.1410	0.112	$1.317	3.03%	$433,441,200
2022	0.16	2.85250	0.28	$3.2925	0.064	1.1410	0.112	$1.317	3.03%	$450,350,300

The "truth in taxation" bill was passed. In order to make real property tax bills simpler and easier to understand, the General Assembly, under Chapter 80 of the Acts 2000, requires that property tax rates on real property be based on a full cash value assessment. As a result, real property tax rates were reduced by 40% effective July, 1, 2001 (FY2002.)

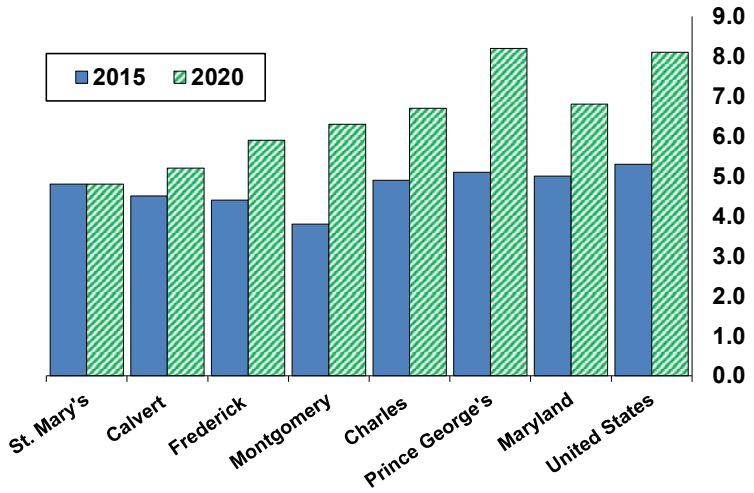
* Income Tax rates are shown as calendar years.

** In order to hold the Counties harmless from any tax policies implemented by the State, the method used to calculate the local tax was changed in calendar year 1999. The rate was changed to be calculated as a % of the individual's Maryland taxable income. In prior years, the local tax was calculated as a % of the calculated Maryland tax. The local rate of 2.81% for calendar year 2000 equated to approximately 56% of the State liability.

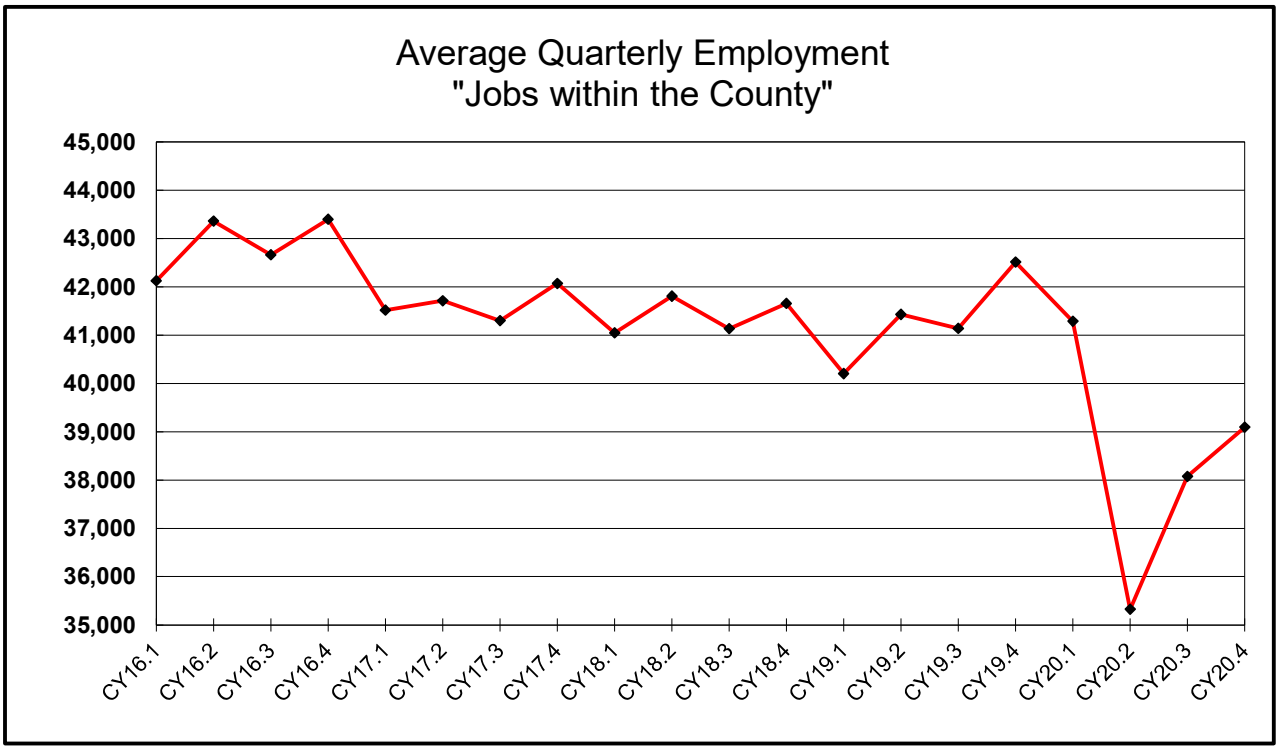
ECONOMIC AND STATISTICAL INFORMATION

Average Annual Unemployment Rate

Calendar Year:	2015	2020
St. Mary's County	4.8	4.8
Calvert County	4.5	5.2
Frederick County	4.4	5.9
Montgomery County	3.8	6.3
Charles County	**4.9**	**6.7**
Prince George's County	5.1	8.2
State of Maryland	5.0	6.8
United States	5.3	8.1



The average annual unemployment rate for Charles County is slightly lower than the State average and is lower than the National average.



The large drop in County jobs during the second quarter of calendar year 2020 was mainly due the closure of many businesses during the COVID-19 pandemic. As the restrictions have been eased over the last two quarters of calendar year 2020, employment has been increasing although it has not reached the level seen in prior years.

Source: Maryland Department of Labor, Licensing, & Regulation. Published July 2021.

ECONOMIC AND STATISTICAL INFORMATION

Major Employers

Employer	Number of Employees	Employer	Number of Employees
Naval Department of Defense at Indian Head	3,834	Safeway	465
Charles County Board of Education	3,701	Target	400
Charles County Government	1,814	The Wills Group	344
UM Charles Regional Medical Center	775	Lowe's	332
Wal-Mart/Sam's Club	637	Chick-fil-A	294
College of Southern Maryland	602	ADJ Sheet Metal	280
Waldorf Chevy/Cadillac, Honda, Ford, Toyota/Scion, Dodge	583	Complete Care La Plata Center	260
Southern MD Electrical Coop	471	Sage Point Senior Living Services	250

Source: Charles County Economic Development Department, 2021.

Hourly Wage Rates

Selected Occupations	Local Median	State Median	Selected Occupations	Local Median	State Median
Accountants & Auditors	$ 38.18	$ 36.66	Machinists	$ 33.00	$ 28.55
Aerospace Engineers	$ 58.88	$ 64.16	Network Administrators	$ 46.34	$ 51.81
Bookkeeping/Accounting Clerks	$ 21.16	$ 22.04	Packers and packagers, hand	$ 14.05	$ 14.97
Computer Systems Analyst	$ 42.50	$ 45.79	Retail Salesperson	$ 12.05	$ 12.52
Customer Service Representatives	$ 14.48	$ 18.34	Registered Nurse	$ 34.51	$ 38.37
Electrical Engineers	$ 52.64	$ 53.54	Secretaries	$ 19.57	$ 20.33
Electrical & Electronic Eng. Techs	$ 38.41	$ 35.09	Shipping/Receiving Clerks	$ 19.64	$ 17.64
Industrial Truck & Tractor Operators	$ 20.60	$ 20.18	Team Assemblers	$ 15.27	$ 14.74

Source: Maryland Department of Labor, Licensing and Regulation; last updated April 2021. Wages were adjusted for inflationary pressure through 2020. Local Wage Rates represent Southern Maryland which includes Calvert, Charles, and St. Mary's counties. Wages may vary by industry, employer, and locality.

Number of Charles County 2019 Income Tax Returns by Maryland Adjusted Gross Income Class

Maryland Adjusted Gross Income	Number of Returns	% of Total	Charles County as a % of Maryland
$0-$9,999	1,075	1.6%	1.1%
$10,000 under $20,000	5,649	8.7%	2.4
$20,000 under $30,000	7,180	11.0%	2.3
$30,000 under $40,000	6,650	10.2%	2.4
$40,000 under $50,000	5,683	8.7%	2.5
$50,000 under $100,000	19,822	30.4%	2.9
$100,000 and over	19,176	29.4%	2.9
Taxable Returns	65,235	100.0%	2.6%
Non-Taxable	14,123		2.2
Total- All Returns	79,358		2.5%

Source: Comptroller of Maryland

ECONOMIC AND STATISTICAL INFORMATION

Income

Median household income and per-capita income for Charles County, the State, and other surrounding counties are shown below. Charles County ranks fifth for Median Household Income and nineth in Per Capita Income when compared to the other 22 counties in the State of Maryland and the City of Baltimore.

Jurisdiction	Median Household Income	State Ranking	Per Capita Income	State Ranking
Anne Arundel	$ 100,798.00	4	$ 46,629.00	4
Calvert	$ 109,313.00	2	$ 45,783.00	5
Charles	**$ 100,003.00**	**5**	**$ 41,717.00**	**9**
Frederick	$ 97,730.00	6	$ 43,582.00	7
Howard	$ 121,160.00	1	$ 54,628.00	1
Montgomery	$ 108,820.00	3	$ 54,510.00	2
Prince George's	$ 84,920.00	11	$ 37,191.00	14
St. Mary's	$ 89,845.00	9	$ 40,354.00	11
State of Maryland	$ 84,805.00		$ 42,122.00	

Source: 2015-2019 American Community Survey 5-Year Estimates

Educational Attainment

The percentage of adults in Charles County 25 years or older with a high school education or higher is greater than both the State and United States average while the percentage with a bachelor's degree or higher is less.

Educational Attainment	Charles County # of Residents	Charles County % of total	Maryland % of total	United States % of total
Less than 9th grade	3,500	3.2%	4.0%	4.8%
9th to 12th grade, no diploma	4,412	4.0%	5.6%	6.6%
High school graduate (includes equivalency)	35,122	31.9%	24.6%	26.9%
Some college, no degree	26,739	24.3%	18.0%	20.0%
Associate's degree	8,798	8.0%	6.9%	8.6%
Bachelor's degree	18,371	16.7%	21.8%	20.3%
Graduate or professional degree	13,252	12.0%	19.1%	12.8%
Population 25 years and over	110,194			
Percent high school graduate or higher		92.8%	90.4%	88.6%
Percent bachelor's degree or higher		28.7%	40.9%	33.1%

Source: 2015-2019 American Community Survey 5-Year Estimates

Charles County Sales and Use Tax Collections

As indicated in the following table Charles County had a 4.1% decline in tax collections for FY2020 due to the impact of COVID-19. Charles County represents 2.0% of the total state wide collection. The Sales and Use Tax Rate in Maryland is 6%.

(Dollars in Thousands) Class of Business	Fiscal Year 2020	Fiscal Year 2019	% Change	2020 % of Total	2019 % of Total
General Merchandise	$25,306	$26,959	-6.1%	26.1%	26.7%
Food and Beverage	25,230	26,264	-3.9%	26.1%	26.0%
Building and Contractors	17,593	17,077	3.0%	18.2%	16.9%
Utilities and Transportation	6,371	6,282	1.4%	6.6%	6.2%
Automotive	6,922	7,101	-2.5%	7.1%	7.0%
Miscellaneous	5,979	6,348	-5.8%	6.2%	4.3%
Furniture, Fixtures, & Appliances	3,762	4,327	-13.1%	3.9%	6.3%
Apparel	3,579	4,672	-23.4%	3.7%	4.6%
Hardware, Machinery, and Equipmer	2,095	2,050	2.2%	2.2%	2.0%
Total	$96,836	$101,081	-4.2%	100.0%	100.0%
Assessment Collections	154	65	137.6%		
Grand Total	$96,990	$101,146	-4.1%		

Source: Comptroller of Maryland: Revenue Administration Division

ECONOMIC AND STATISTICAL INFORMATION

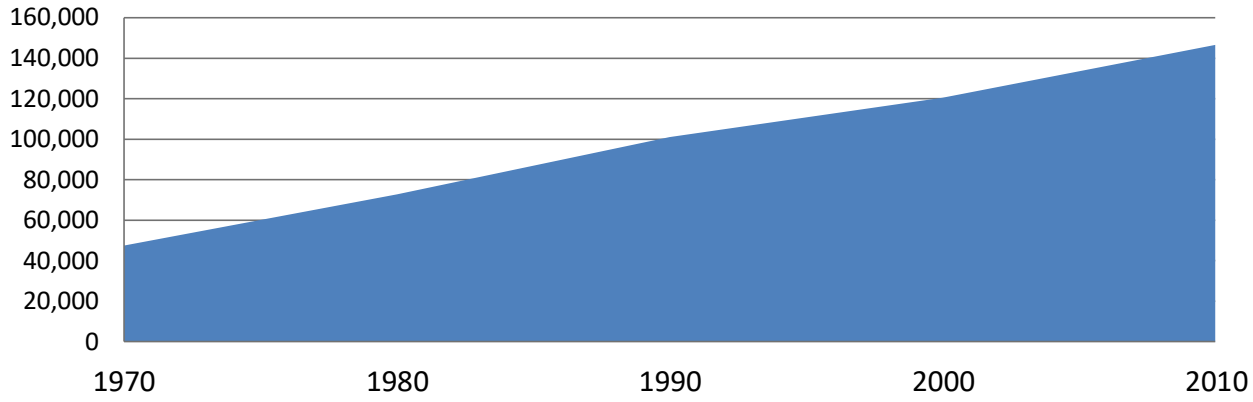
Population and Age Distribution

	1970	1980	1990	2000	2010	2020 (1)
Age						
Under 5	5,674	5,975	8,769	8,628	9,780	10,590
5-9	6,537	6,721	8,631	9,891	10,241	11,481
10-14	5,928	8,273	7,853	10,376	11,587	13,092
15-19	4,283	7,908	7,731	8,971	11,661	12,995
20-24	3,033	5,588	7,761	6,118	8,851	9,743
25-34	7,193	12,506	19,351	17,401	17,309	19,271
35-44	5,402	10,853	16,820	22,749	24,498	26,051
45-54	4,283	6,308	11,346	17,062	24,000	27,823
55-64	2,846	4,614	6,389	10,525	14,974	17,847
65-74	1,633	2,674	4,145	5,460	8,245	9,603
75 years or older	766	1,331	2,358	4,022	5,405	5,940
All Ages	**47,578**	**72,751**	**101,154**	**120,546**	**146,551**	**164,436**
Percent of Population						
Under 20 years	47.1%	39.7%	32.6%	31.4%	29.5%	29.3%
Over 64 years	5.0%	5.5%	6.4%	7.9%	9.3%	9.5%
Median age	22.3	26.7	30.2	35.1	37.4	37.4
Average annual increase per 10 year increment...		***4.3%***	***3.4%***	***1.8%***	***2.0%***	

Source: U.S. Department of Commerce, U.S. Census Bureau

(1) Based on U.S. Census 2020 Population Estimate

Charles County Population
40 Year History



Race

White	44.0%
Black or African American alone	46.0%
Hispanic or Latino (of any race)	5.8%
Asian	3.2%
Other	1.0%

Gender

Women	51.8%
Men	48.2%

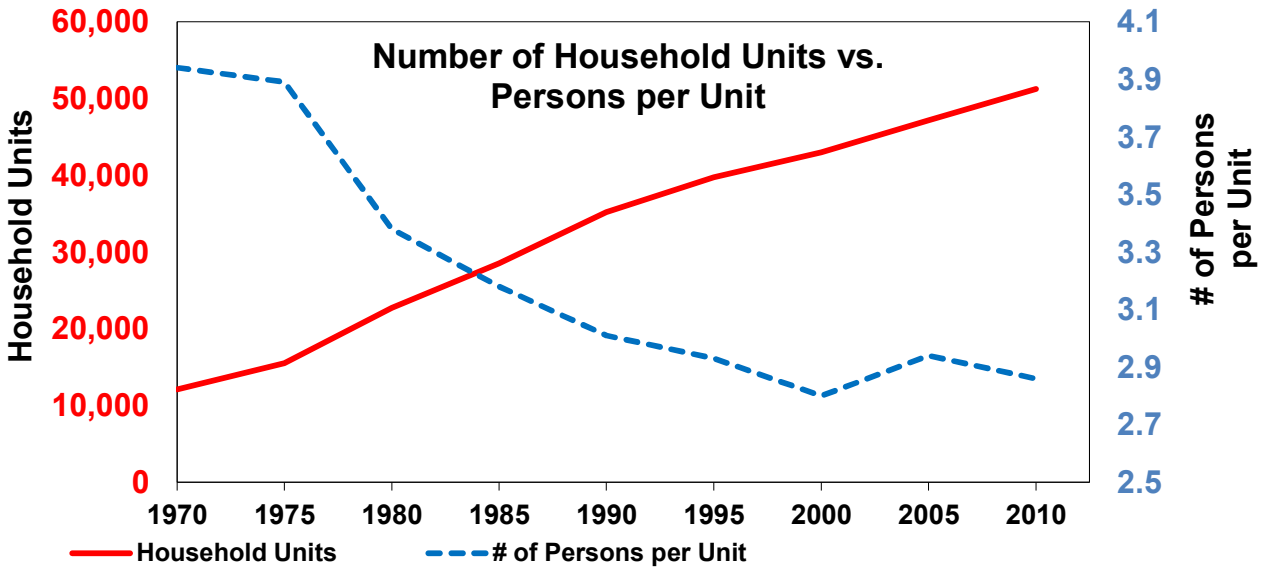
Source: U.S. Census Bureau, 2015-2019 American Community Survey 5-year estimates

ECONOMIC AND STATISTICAL INFORMATION

Persons Per Residential Household

The total housing units for Charles County is estimated at 59,301. Per the 2010 Census the occupancy rate for Charles County is 93.2%. The number of persons per unit was on a decline from 1970 to 1995 and has leveled off to the current 2.77 persons per unit.

Calendar Year Ending	Number of Occupied Housing Units	Number of Persons Per Unit
1970	12,098	3.94
1975	15,519	3.89
1980	22,721	3.38
1985	28,498	3.18
1990	35,168	3.01
1995	39,736	2.93
2000	43,002	2.80
2005	47,161	2.94
2010 (1)	51,214	2.86
2020 (2)	59,301	2.77



Source: U.S. Census Bureau / Charles County Department of Planning & Growth Management.

(1) U.S. Census Bureau, Census 2010

(2) Based on U.S. Census 2010 data for occupied housing units, with new Charles County U & O permit data added to 2010 number.

Type of Housing Units

	% of Total		% of Total
1 unit- detached.....	71.1%	5 to 9 units.....	1.5%
1 unit- attached.....	18.7%	10 to 19 units.....	1.6%
2 units.....	0.2%	20 or more units.....	4.6%
3 or 4 units.....	1.2%	Mobile home or other	1.1%

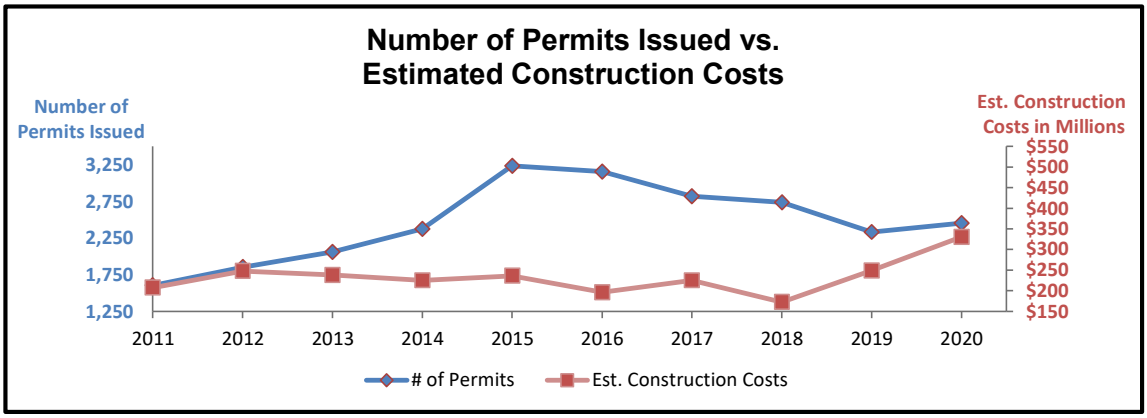
Source: U.S. Census Bureau, 2015-2019 American Community Survey 5-year estimates.

ECONOMIC AND STATISTICAL INFORMATION

As set forth in the Ten-Year Building Permit Summary, the County has experienced steady growth. The County issued 623 new residential units in 2020.

Ten Year Building Permit Summary

Calendar Year	# of New Residential Units	# of New Commercial Permits	# of New Res. Misc. Permits	# of Comm. Alter./Add. Permits	Total Number of Permits	Total Estimated Construction Costs
2011	576	18	751	259	1,604	207,318,445
2012	643	15	935	261	1,854	247,602,902
2013	714	18	1,011	315	2,058	238,111,640
2014	730	9	1,306	327	2,372	225,453,371
2015	833	40	1,996	365	3,234	236,559,685
2016	761	5	2,124	264	3,154	196,625,254
2017	666	11	1,866	273	2,816	224,979,125
2018	619	7	1,851	258	2,735	172,608,693
2019	611	9	1,425	286	2,331	249,253,537
2020	623	9	1,583	237	2,452	330,152,462



As shown below, the average cost of new single family dwelling units for FY2020 has increased. The recent residential construction cost increase reflects market conditions and the higher demand for single family dwelling units.

Single Family Dwelling (SFD)

Calendar Year	Estimated Residential Construction Costs	No. of New SFD Units	Avg. Cost of New SFD Unit	% Chg.
2011	110,281,837	432	255,282	7.5%
2012	112,328,874	474	236,981	-7.2%
2013	129,669,469	484	267,912	13.1%
2014	129,457,575	471	274,857	2.6%
2015	125,326,150	527	237,811	-13.5%
2016	118,704,200	497	238,841	0.4%
2017	119,826,871	479	250,160	4.7%
2018	100,484,823	386	260,323	4.1%
2019	124,089,543	418	296,865	14.0%
2020	171,428,990	486	352,735	18.8%

Source: Charles County Department of Planning & Growth Management: Codes, Permits and Inspection Services Division.

ECONOMIC AND STATISTICAL INFORMATION

Transportation

Highways: U.S. 301, MD 5, and MD 210 are the major highways through the county. Routes 5 and 210 connect to the National Capital Beltway (I-495) providing easy access to Washington D.C. and Northern Virginia. Route 301 connects the region with Baltimore and Richmond, and serves as an alternate to I-95 traffic through the Washington Capital area.

Rail: CSX Transportation **Truck:** Nearly 60 local and long-distance trucking establishments are located in Southern Maryland.

Air: Charles County's business district lies 45 minutes from Washington's Reagan National Airport and about an hour from both Dulles International and BWI Marshall Airports; Maryland Airport near La Plata, is upgrading to a 4,200 foot runway and is the closest airport to DC for corporate jet traffic without the requirement of additional security agents.

Water: Service by the Port of Baltimore and the Potomac River.

Utilities

Electricity: Southern Maryland Electric Cooperative; customers may choose their electric supplier; county is home to NRG's Morgantown power generation plant with a capacity of 1,467 megawatts. CPV St. Charles Energy Center with a capacity of 725 megawatts

Gas: Washington Gas; customers may choose their gas supplier

Sewer: Waldorf, White Plains, Bryans Road, Cobb Island, Cliffton, and Bel Alton are served by the county; the towns of La Plata and Indian Head have municipal sewer systems.

Water: The county provides water for Waldorf, White Plains and Bryans Road; Indian Head and La Plata have municipal water systems.

Telecommunication: Broadband services include Verizon FiOS and Comcast Business Class.

Business/Industrial Property

Waldorf Station - New mixed-use development on 150-acre site at the intersection of US 301 and MD 5, the gateway to Charles County. Planned to include approximately 260,000 sf of retail, a Class A office building, hotel, apartments and townhomes.

St. Charles - One of the best master-planned communities in the country and only 11 miles from the Capital Beltway. Thousands of acres of industrial and commercial property available in parcels from one to 100+ acres in three employment parks.

Waldorf Center - Master-planned, 400,000 sf Class A office and R&D complex on 64 acres; home to Marriott Residence Inn. Certified site eight-month delivery is available for a new, fully permitted, 20,000 sf Class A building

White Plains Corporate Business Park - Strategically located along US 301 in the developing White Plains business district. This park offers Class A lease and condo office space, flex space, and pad sites.

Market Profile Data

	Low	High	Average		Low	High	Average
Land- cost per acre:				**Rental Rates- per square foot:**			
Industrial	$20,000	$375,000	$150,000	Warehouse/Industrial	$4.00	$18.00	$10.00
Office	$60,000	$1,100,000	$325,000	Flex/R&D/Technology	$5.00	$15.00	$11.00
				Class A Office	$10.00	$30.00	$25.00

Operational Budgets

Understanding an Operating Division/Program Budget Form

Please refer to the blank operating budget form on the following page.

1. This section refers to the general area under which a Department or Agency is listed in the FY2022 Adopted budget book.

2. The **name of the County Department or Agency** being summarized is listed in this section. For further explanation of what a Department and/or Agency is, please refer to the Glossary.

3. The **account number** represents the internal number used for Fund, Department, and Division.

4. The **Division/Program** section refers to the division or program within a Department whose budget is being summarized. For further explanation of what a Division and/or Program are, please refer to the Glossary.

5. This section displays the **fund type** used to manage the particular budget.

6. The **Program Administrator** section identifies the County Division Administrator responsible for the program being summarized. In the case of an outside agency, such as the Health Department, the name of the person in charge is used.

7. **Address, web site address** (with link), **Phone Numbers**, and **Hours** are provided. This appears on the overall Department page when applicable. Each Division/Program page contains a web site address if available.

8. This column contains the actual funds spent in each budget category during **FY2020**. For further explanation on what is included in the individual Character of Expenditures, please refer to the Glossary.

9. The **Adopted FY2021 Budget** is listed in this column.

10. The **FY2022 Request Budget** as submitted by the individual Department or Agency is listed in this column with the exception of the Special Revenue Funds. For Special Revenue Funds, the **FY2021 Amended Budget** is reported due to frequent late changes to grant awards and budgets.

11. The **FY2022 Adopted Budget** is listed in this column.

12. The **amount of change expressed in dollars** comparing the FY2021 Adopted Budget and the FY2022 Adopted Budget. Special Revenue funds show change to FY2021 Amended Budget.

13. The **percentage change (%) column** represents the monetary change from FY2021 Adopted Budget to FY2022 Adopted Budget expressed as a percentage. Special Revenue funds show percentage change to FY2021 Amended Budget.

14. This line represents **revenues** associated directly with the department or agency.

15. The **Changes and Useful Information** section is used to narrate new positions, new programs, highlight any significant changes, and offer additional explanations on the budget.

16. The **Description** section provides general information for the Department/Division or Agency.

17. The **Positions** section provides full-time equivalent information concerning the number of employees and job titles for a particular Department or Agency for FY18 through FY22.
    NOTE: The personnel within departments are displayed according to the chargeable account.

18. **Objectives & Measurements** section represents the way departments measure their effectiveness and/or efficiency, and which Commissioners Goal and Objective it is achieving . By reviewing this area, management states the departments objective and attempts to answer the questions, "Are we doing the right thing? and How well are we doing it?". Actual results for FY18 to FY20 are included, as well as a projection for FY21, and an estimate for FY22.
    To centralize this information, this section can be included in some department/fund summary section as opposed to each individual budget page.

1.

Department: 2. Account: 3.

Division\Program: 4. Fund: 5.

Program Administrator: 6.

Address: Phone Number:

www.charlescountymd.gov 7. Hours:

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Personal Services Fringe Benefits Operating Costs Transfers Out Capital Outlay	8.	9.	10.	11.	12.	13.
Total Expenditures						
Revenues 14.						

Changes and Useful Information: 15.

-
-
-

Description: 16.

Positions: 17.

Title	FY18 FTE	FY19 FTE	FY20 FTE	FY21 FTE	FY22 FTE
Total Full Time Equivalent	**0.0**	**0.0**	**0.0**	**0.0**	**0.0**
Allocated to Other Funds:					
Net Cost to General Fund	**0.0**	**0.0**	**0.0**	**0.0**	**0.0**

Objectives & Measurements:

	FY18 Actual	FY19 Actual	FY20 Actual	FY21 Projected	FY22 Estimated

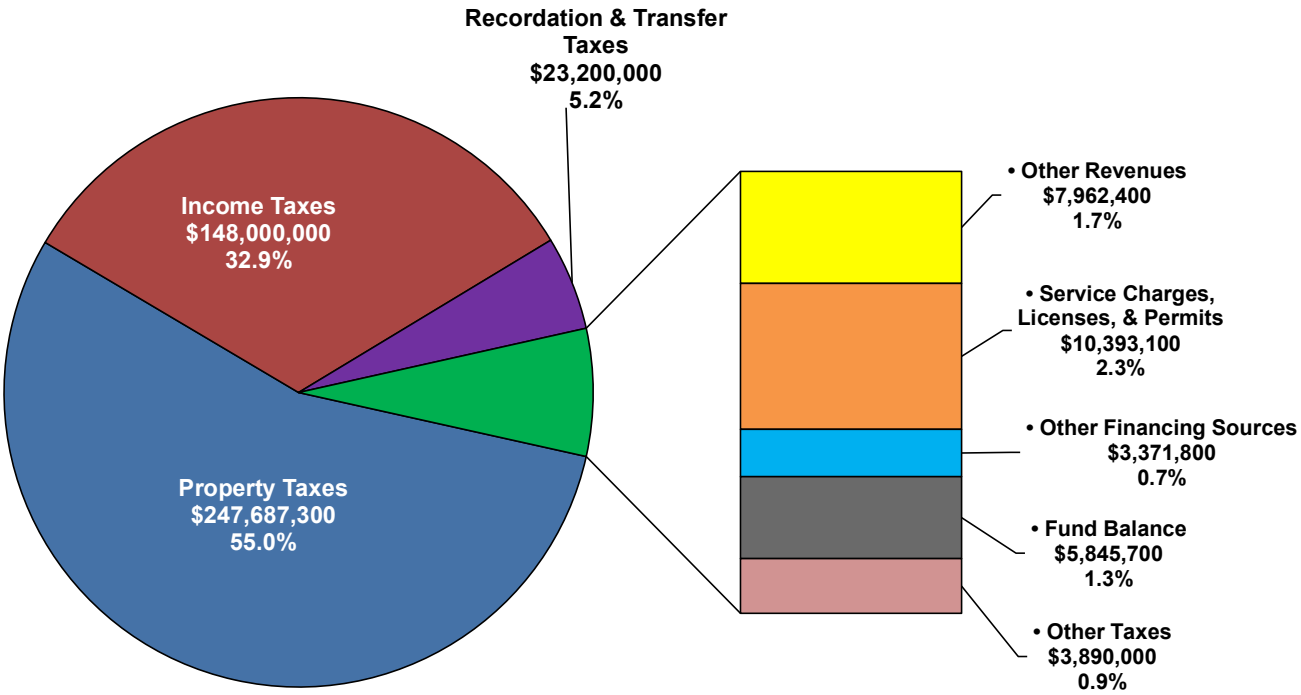
18.

General Fund

GENERAL FUND

A general fund is used to account for financial transactions associated with government services which are not legally required to be accounted for in a special fund, or are not part of self-supporting operations. The revenues that comprise the General Fund and the percent of the total fund are shown below:

FY2022 General Fund Revenues/Financing Sources
TOTAL APPROVED = $450,350,300



REVENUE BREAKDOWN

PROPERTY TAXES	**55.0%**		**$247,687,300**
Real & Personal		250,329,300	
Penalties, Interest & fees		753,000	
Tax Credits		(3,395,000)	
RECORDATION & TRANSFER TAXES	**5.2%**		**$23,200,000**
OTHER TAXES	**0.9%**		**$3,890,000**
Hotel/Motel Tax		$1,000,000	
Highway User		2,080,000	
Admission Tax		760,000	
Heavy Equipment		50,000	
OTHER FINANCING SOURCES	**0.7%**		**$3,371,800**
Transfer: Capital Project Fund		$2,671,800	
Special Revenue: Cable Fund		700,000	
FUND BALANCE APPROPRIATION	**1.3%**		**$5,845,700**

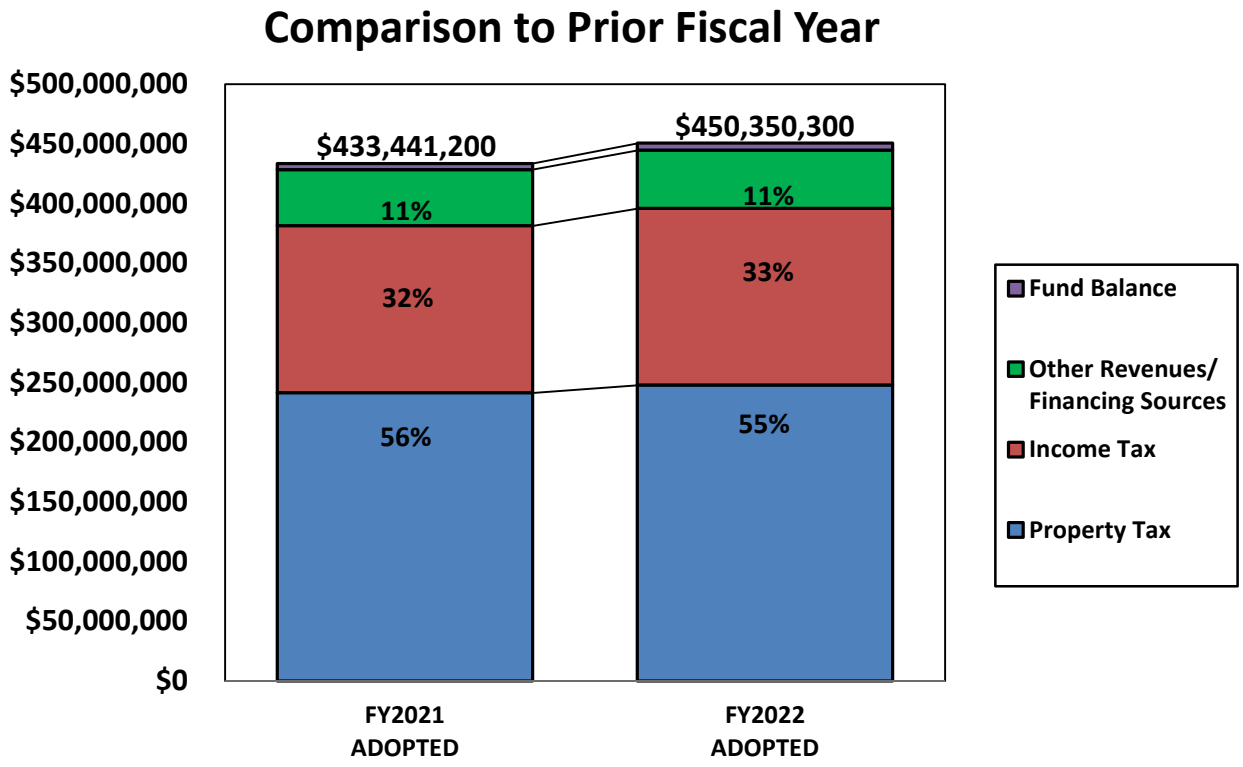
INCOME TAX	**32.9%**	**$148,000,000**
SERVICE CHARGES, LICENSES, & PERMITS	**2.3%**	**$10,393,100**
EMS Billing fee	$1,600,000	
Reclaimed Water Sales	1,183,700	
911 fees	1,752,000	
Licenses & Permits	1,085,600	
Indirect Cost Allocation	1,881,200	
Park Fees	895,700	
Remaining	1,994,900	
ALL OTHER REVENUES	**1.7%**	**$7,962,400**
Fines & Forfeitures	$3,273,500	
Rent	1,285,700	
State Grants	1,627,100	
Other Intergovernmental	410,100	
Interest	750,000	
Sale of Fixed Assets	250,000	
Miscellaneous	366,000	

GENERAL FUND-Revenue Descriptions

The Charles County Department of Fiscal and Administrative Services is responsible for researching, collecting, and providing revenue estimates for all funds. Information regarding the various sources of revenue is obtained from County departments and agencies and is combined with other databases and references to formulate the estimates. Recent actual revenue performance is applied to existing or known situations depending on the source. Revenues will vary significantly depending on the source and each must be considered carefully when formulating a budget recommendation. Once established, the revenue estimates are then subject to change based upon policy decisions by the Board of County Commissions regarding tax rate levels, service fee rates, and funding needs.

Fund balance appropriations are usually for non-recurring type of expenditures. The County has a policy of maintaining a fund balance that shall not be less than 8% and not more than 15% of the total budgeted operating revenues.

The FY2022 Budget was adopted at $450.4 million compared to the FY2021 Budget of $433.4 million, a $16.9 million increase. Real and business personal property tax receipts is estimated to increase by $6.4 million and income taxes is estimated to generate $8.0 million more than the FY2021 adopted budget. Recordation taxes and transfer taxes were adjusted to recent trends. Recordation taxes are estimated to increase by $1,600,000 and transfer taxes are estimated to generate an additional $795,000. Financing sources are increasing by $492,700 mostly due to changes in use of reserved fund balance. Revenue variances to FY2021 for all other sources, other than the ones previously mentioned, net to a total decrease of $377,900.



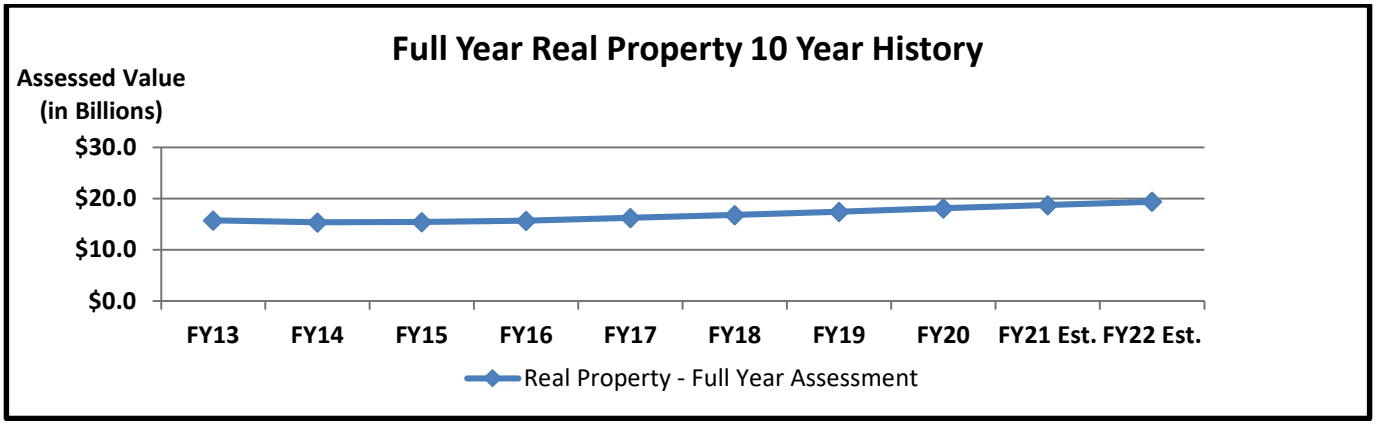
NOTE: Percentages (%) noted in graph represent the percent of Total Operating Revenues and Financing Uses. Fund Balance was 1% for the Adopted Budget in both FY2021 and FY2022.

GENERAL FUND-Revenue Descriptions

PROPERTY TAXES

FULL YEAR PROPERTY TAXES

Full year property taxes represent the annual July 1 tax billings for all real property and improvements of County taxable property. Real property consists of land and buildings. Tax revenues are derived from multiplying the County tax rate per $100 of the property values assessed by the Maryland Department of Assessment & Taxation. Property tax revenue represents our largest revenue source and is estimated to generate approximately $223.2 million in FY2022.



The FY2022 estimated revenue originates from property assessment information furnished by the Maryland Department of Assessment & Taxation. Additional estimates are done by the Charles County Department of Fiscal and Administrative Services for new property additions that will occur between April and June. Tax revenue for FY2022 is estimated to increase by 3.7% in comparison to FY2021. **The tax rate remains constant at $1.141 per $100 of assessed value.**

QUARTER, HALF, AND THREE-QUARTER YEAR PROPERTY TAXES

The County intermittently receives tax revenue generated from new property additions assessed between July 1 and March 31 of each fiscal year. Tax billings are calculated at one-fourth, one-half, and three-quarters of the normal full year tax rate, depending upon which quarter the property is added.

The FY2022 revenue budget estimates the new property addition added between July and March based on historical and economic conditions as estimated by the Charles County Department of Fiscal and Administrative Services. Over the past five years the assessed value of the new construction that is added each quarter has ranged from $40 million to $93 million. **The estimated quarterly additions for Fiscal Year 2022 are $60.0 million per quarter.**

	FY2017 Actual	FY2018 Actual	FY2019 Actual	FY2020 Actual	FY2021 Estimate	FY2022 Estimate
¾ Year	$47.3	$93.1	$44.0	$62.6	$54.3	$60.0
½ Year	$75.6	$45.0	$56.3	$73.0	$82.4	$60.0
¼ Year	$68.9	$53.1	$62.8	$40.3	$66.4	$60.0

GENERAL FUND-Revenue Descriptions

RAILROADS & PUBLIC UTILITIES

An assessed value is placed on an operating asset other than land and buildings that are owned and operated by railroads and publicly owned utilities. Revenues from this source are based upon assessed values of equipment net of accumulated depreciation.

FY2022 revenues are estimated by the Charles County Department of Fiscal and Administrative Services and are based on FY2021 assessments. **The tax rate remains constant at $2.8525 per $100 of assessed value.**

	FY2017 Actual	FY2018 Actual	FY2019 Actual	FY2020 Actual	FY2021 Estimate	FY2022 Estimate
Assessment	$312,869,100	$328,347,020	$333,493,300	$331,460,300	$390,738,250	$390,738,250

BUSINESS PERSONAL PROPERTY

This revenue source reports the value of unincorporated business assets as certified by the Maryland Department of Assessments and Taxation.

FY2022 revenues are estimated by the Charles County Department of Fiscal and Administrative Services and are based on FY2021 assessments. **The tax rate remains constant at $2.8525 per $100 of assessed value.**

	FY2017 Actual	FY2018 Actual	FY2019 Actual	FY2020 Actual	FY2021 Estimate	FY2022 Estimate
Assessment	$9,541,520	$9,750,090	$9,664,600	$9,091,800	$8,330,760	$8,331,000

ORDINARY BUSINESS CORPORATION

This revenue source represents the value of incorporated business assets as certified by the State Department of Assessments and Taxation. Property assessments are directly related to the inventory value and number of businesses operating within the County.

FY2022 revenues are estimated by the Charles County Department of Fiscal and Administrative Services using historical trends and certain assumptions. For comparison purposes the assessments listed below have been adjusted to exclude GenOn Mid-Atlantic, LLC which entered into a payment in lieu of tax agreement with the County in FY2017. **The tax rate remains constant at $2.8525 per $100 of assessed value.**

	FY2017 Actual	FY2018 Actual	FY2019 Actual	FY2020 Actual	FY2021 Estimate	FY2022 Estimate
Assessment	$221,587,700	$220,855,150	$247,061,400	$232,315,500	$232,315,500	$224,602,654

PAYMENT IN LIEU OF TAX (PILOT)

This revenue source represents an agreed upon tax payment from two of the County's largest taxpayers: GenOn Mid-Atlantic's Morgantown Power plant and Competitive Power Ventures' St. Charles Energy Center. The PILOT agreement for GenOn Mid-Atlantic's was implemented during FY2017. Previously this revenue source was included under Ordinary Business Corporation. The information listed below represent the General Fund portion only. Total revenues may differ from the total PILOT agreement.

	FY2017 Actual	FY2018 Actual	FY2019 Actual	FY2020 Actual	FY2021 Estimate	FY2022 Estimate
Competitive Power Venture	$1,336,299	$3,586,392	$3,466,298	$3,346,203	$3,226,100	$2,588,400
GenOn Mid-Atlantic	$11,252,008	$7,938,837	$7,938,833	$7,953,575	$7,938,900	$6,887,400

GENERAL FUND-Revenue Descriptions

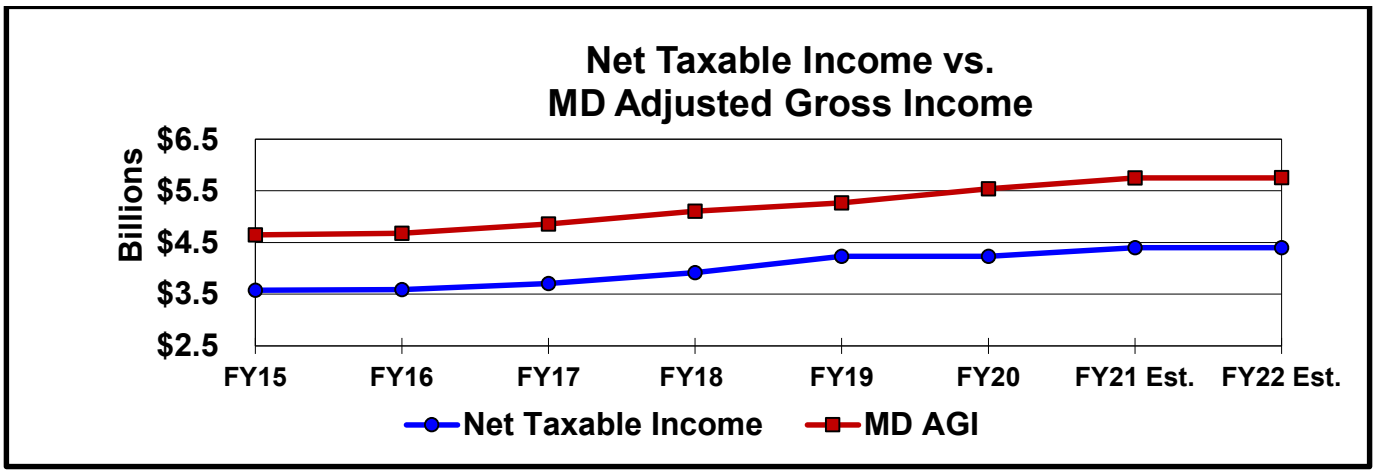
PROPERTY TAX CREDITS

Tax credits are provided to taxpayers based on certain criteria. The largest tax credit relates to a tax differential paid to the Town of La Plata and the Town of Indian Head. This tax credit is a form of compensation for government services that are provided by the municipal government and totals over $2.0 million for FY2022.

The County also provides additional tax relief for low-income households by supplementing a State subsidized program. Homeowners qualify for this program based on their income and home value, with a sliding scale providing various levels of tax credit. A similar tax credit began in FY2012 for a Senior Tax Credit program.

INCOME TAX

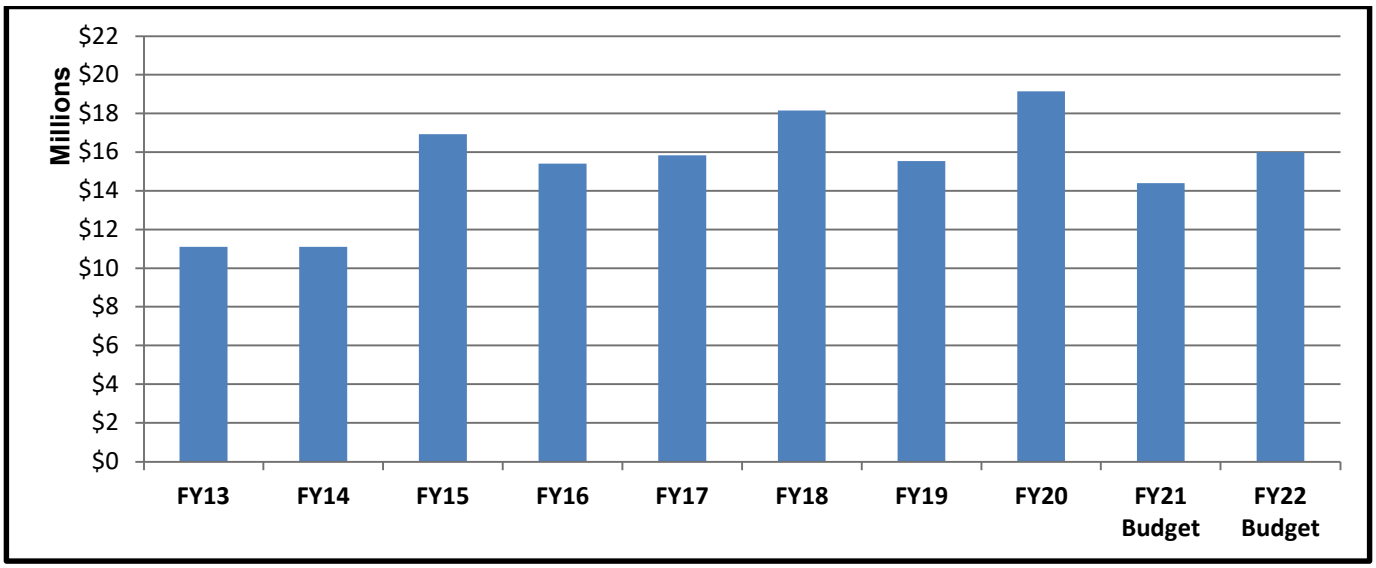
Income tax revenue is generated from the local tax liability of residential income tax returns. The Department of Fiscal and Administrative Services uses the information received from economists at conferences and information provided by the State Bureau of Revenue Estimates to estimate Income Tax revenues. The local rate of 3.03% of an individual's Maryland taxable income is established by the Board of County Commissioners and is legally limited to 3.20% of the state tax liability. Income tax revenue is the second largest revenue generator, representing 33% of the General Fund revenues.



OTHER TAXES

RECORDATION TAX

Recordation tax is established by the local governing body with prior approval from the state legislature. Tax revenue is generated when a property is sold, and title recorded. **A rate of $5.00 per $500 value remains the same for FY2022**. The estimate involves various economic factors, such as housing starts, mortgage interest rates, real estate supply & demand, population growth, and speculation related to the housing market. Based on current market conditions, Recordation tax revenue is estimated to increase by $1,600,000.



GENERAL FUND-Revenue Descriptions

REAL PROPERTY TRANSFER TAX

Real Property Transfer Tax was established by the local governing body with prior approval from the state legislature. Tax revenue is recorded when an instrument of writing is recorded with the Clerk of the Circuit Court for Charles County or filed with the State Department of Assessments and Taxation. **A rate of 0.5% remains the same for FY2022**. Real Property Transfer tax revenue is estimated to generate $7,200,000 in FY2022. The estimate involves various economic factors, such as housing starts, mortgage interest rates, real estate supply & demand, population growth, and speculation related to the housing market.

HIGHWAY USER TAX

Highway User Tax is a State-shared tax from the sale of gasoline and other fuel types within Maryland state boundaries. Vendors remit sales taxes to the State of Maryland on a monthly basis. The State distributes the tax revenue to the County based on a multifaceted formula developed by the State and adopted by the State legislature. In past years, this revenue source had generated over $9 million in revenues. However, the State enacted funding reductions in 2009 which significantly cut the funding distribution to all local governments. The major factor affecting this revenue source at this time is the State budget process decision on the amount to share with local governments. Other factors include gas pump prices, the economy, and the amount of consumption. The FY2022 budget is estimated based on the information provided by the State of Maryland – Department of Transportation.

ADMISSIONS & AMUSEMENTS TAX

Admissions & Amusement tax is assessed on sales from the entertainment businesses and activities located within the County such as movies, video arcades, golf fees, etc. The tax rate is locally controlled by the Board of County Commissioners and can range from 0% - 10%. **The local rate is 10% unless subject to a state sales tax.** Revenues are estimated based on current trends and are adjusted for new operations. Due to the impact of the COVID-19 pandemic, the budget for FY2022 was reduced by $40,000.

HOTEL/MOTEL TAX

The hotel/motel occupancy tax was enacted September 1, 1988 and is calculated at 5% of the room rate for occupants boarding less than 120 days. The budget for FY2022 did not change.

INTERGOVERNMENTAL

STATE AID FOR POLICE PROTECTION

The State of Maryland allocates grant funds for use in providing police protection to the public. The State provides an annual estimated grant award in late February or early March calculated by a formula factoring expenditure level, staffing, population, vehicles, etc. The budget increased by $9,000.

SERVICE CHARGES

EMERGENCY MEDICAL SERVICES (EMS) BILLING

In July 2001, the County hired Career Emergency Medical Services personnel to provide Advanced Life Support (ALS) and to augment the volunteer stations in providing Basic Life Support (BLS). The County has been charging for ALS services and began to charge for BLS services in Fiscal Year 2010. FY2022 revenues are expected to generate $1.6 million. EMS billing is covered by Medicare, Medicaid, and commercial insurance policies. The major factor affecting this source is the number of calls responded.

GENERAL FUND-Revenue Descriptions

LOCAL 911 FEES

The County has the authority to establish and charge a fee for the specific purpose of funding 911 emergency telephone operations. The State in 2019 enacted legislation changing how these fees are applied to cell phone bills. Revenues are estimated based on historical growth patterns for the number of phone lines times the current rate of 75 cents. The FY2022 budget of $1,752,000 is 3% increase over the FY2021 adopted budget.

INDIRECT COST ALLOCATION

Beginning in FY2001, the County assessed an indirect cost to other funds for support services provided by the General Fund. In some cases, grant funds are eligible to pay for this charge. Revenues are estimated by the eligible amount allowed by grants and actual costs incurred for other funds. The FY2022 budget is estimated to equal $1,881,200.

RECLAIMED WATER SALES

As part of the Payment in Lieu of Tax agreement with Competitive Power Ventures (CPV), the County receives revenue for reclaimed water sales. CPV purchases reclaimed water from the County's Mattawoman Wastewater Treatment Plant to use for its primary cooling source. The County began receiving revenue from CPV during FY2017. The FY2022 budget is estimated to equal $1,183,700.

FINES AND FORFEITURES

The County collects fines for the Red Light Camera, Speed Camera, and False Alarm programs. For Fiscal Year 2022, Fines & Forfeitures revenues are estimated to decrease by 6% compared to the FY2021 adopted budget.

INTEREST INCOME

Interest income is based on the current financial market interest rates and available cash to invest. Interest income fluctuates from year to year due to factors such as the state of the economy and its impact on financial institutions interest rates, the County's cash flow situation, and the revenue base from which to invest. FY2022 is estimated to be $750,000 which is a $250,000 decrease over the FY2021 adopted budget mostly due to declining interest rates from the COVID-19 pandemic.

MISCELLANEOUS

Miscellaneous revenues include income sources such as office space rent from County owned buildings, sale of surplus property and equipment, non-recurring sources, and workers' compensation reimbursements. Frequently, the County is the recipient of revenues from sources not anticipated within the normal budget process. Lawsuit settlements and insurance premium refunds are examples of unexpected miscellaneous revenues causing this source of revenue to fluctuate over the years.

FUND BALANCE

The use of $5.8 million in Fund Balance is approved for FY2022. These funds were formally reserved to fund priority one-time items in the FY2022 operating budget including vehicle & equipment items for the Sheriff's Office, funding to support the capital improvement program, funding for Other Post-Employment Benefits per the County's strategic plan, a Commissioner's Cares Scholarship Program for the College of Southern Maryland, and other one-time items that supports goals and objectives.

GENERAL FUND OPERATING BUDGET

	FY2020 Actual	FY2021 Adopted	FY2022 Adopted	$ Change from FY2021	% Chg.
REVENUES					
Operating Revenues					
Property Taxes	$230,152,790	$241,288,000	$247,687,300	$6,399,300	2.7%
Income Tax	139,535,615	140,000,000	148,000,000	8,000,000	5.7%
Recordation Tax	19,138,755	14,400,000	16,000,000	1,600,000	11.1%
Transfer Tax	7,648,960	6,405,000	7,200,000	795,000	12.4%
Other Taxes	3,718,642	4,060,000	3,890,000	(170,000)	-4.2%
Service Charges	8,355,133	8,751,800	9,307,500	555,700	6.3%
Intergovernmental	2,139,328	2,167,500	2,037,200	(130,300)	-6.0%
Licenses & Permits	931,397	1,097,900	1,085,600	(12,300)	-1.1%
Fines & Forfeitures	3,272,916	3,477,500	3,273,500	(204,000)	-5.9%
Other Income	6,706,976	3,068,700	2,651,700	(417,000)	-13.6%
Total Operating Revenues	**$421,600,511**	**$424,716,400**	**$441,132,800**	**$16,416,400**	**3.9%**
Other Financing Sources					
Transfer from Capital Project Fund	2,677,950	2,671,800	2,671,800	0	0.0%
Transfer from Special Revenue Fund	0	900,000	700,000	(200,000)	-22.2%
Reserved Fund Balance	0	5,153,000	5,845,700	692,700	13.4%
Total Other Financing Sources	**$2,677,950**	**$8,724,800**	**$9,217,500**	**$492,700**	**5.6%**
TOTAL REVENUES & OTHER FINANCING USES	**$424,278,461**	**$433,441,200**	**$450,350,300**	**$16,909,100**	**3.9%**
EXPENDITURES					
Board of Education	$192,074,000	$195,714,600	$200,686,400	$4,971,800	2.5%
Sheriff's Office	90,580,951	96,364,700	100,865,700	4,501,000	4.7%
Debt Service	31,016,348	32,358,700	32,575,300	216,600	0.7%
County Administered					
Emergency Services	16,834,102	19,049,600	20,576,300	1,526,700	8.0%
Public Works - Facilities	12,287,826	15,329,300	15,550,300	221,000	1.4%
Recreation, Parks, and Tourism	8,224,049	9,484,200	10,051,600	567,400	6.0%
Fiscal & Administrative Services	6,345,803	7,238,600	8,019,200	780,600	10.8%
Planning & Growth Management	6,678,319	7,083,200	7,445,600	362,400	5.1%
Community Services	2,186,914	2,690,800	2,759,400	68,600	2.5%
Economic Development	1,649,033	1,801,100	1,906,600	105,500	5.9%
General Government	4,740,372	4,967,000	5,409,600	442,600	8.9%
Total County Administered	$58,946,416	$67,643,800	$71,718,600	$4,074,800	6.0%
College of Southern MD	10,380,100	9,921,200	10,326,200	405,000	4.1%
Library	4,355,650	4,431,600	4,577,900	146,300	3.3%
Health Department	2,633,744	2,863,000	3,020,100	157,100	5.5%
Other General Government	15,291,935	18,306,800	21,488,600	3,181,800	17.4%
Other Agencies/Misc.	2,855,256	2,758,800	3,025,100	266,300	9.7%
Contingency	0	0	37,400	37,400	N/A
Total Expenditures	**$408,134,401**	**$430,363,200**	**$448,321,300**	**$17,958,100**	**4.2%**
Other Financing Uses					
Capital Project Pay-as-you-go	4,350,400	2,778,000	2,029,000	(749,000)	-27.0%
Watershed Fund Subsidy	550,000	300,000	0	(300,000)	-100.0%
Total Other Financing Uses	**$4,900,400**	**$3,078,000**	**$2,029,000**	**($1,049,000)**	**-34.1%**
TOTAL EXPENDITURES & OTHER FINANCING USES	**$413,034,801**	**$433,441,200**	**$450,350,300**	**$16,909,100**	**3.9%**
SURPLUS/(DEFICIT)	**$11,243,660**	**$0**	**$0**	**$0**	

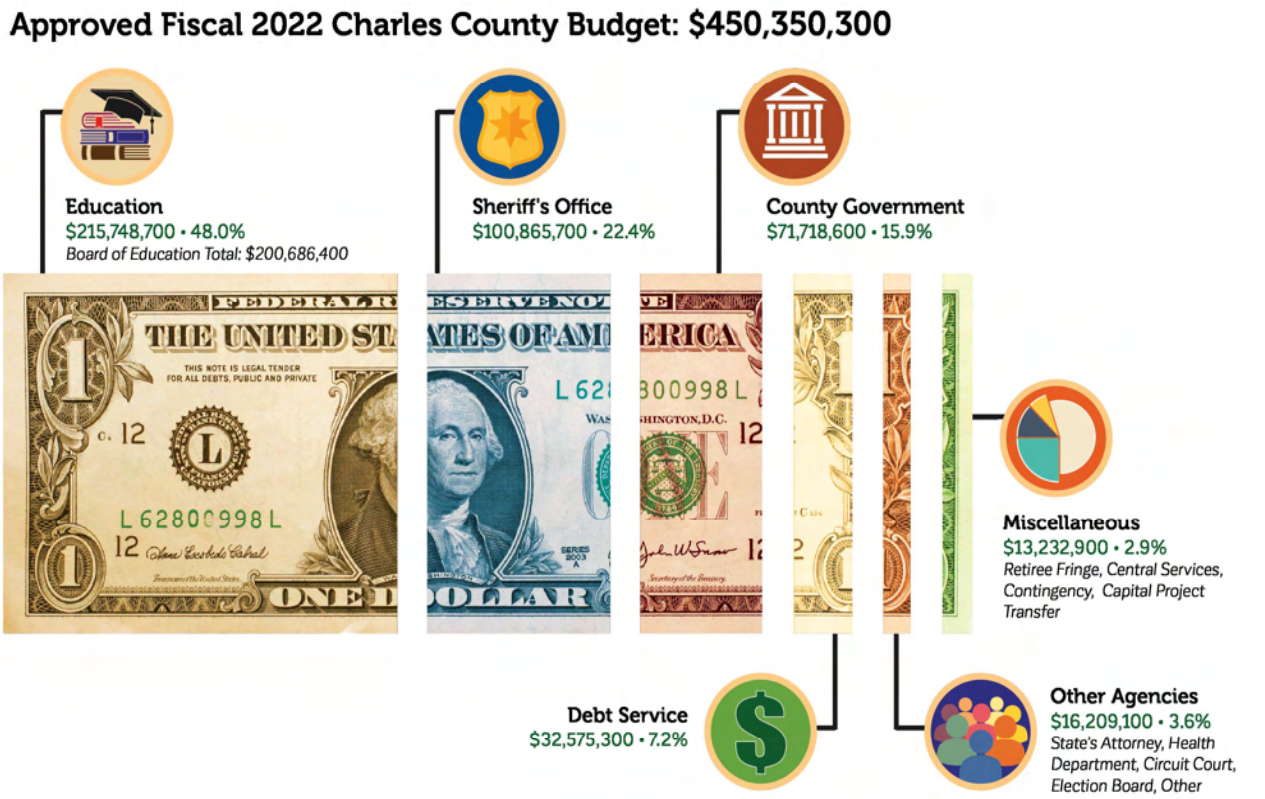
GENERAL FUND OPERATING BUDGET

	FY2020 Actual	FY2021 Adopted	FY2022 Adopted	$ Change from FY2021	% Chg.
REVENUE DETAIL BY ACCOUNT CLASSIFICATION					
PROPERTY TAXES:					
Real Property - Full Year	$204,977,856	$215,338,000	$223,204,000	$7,866,000	3.7%
Real Property - Half Year	408,301	302,400	342,300	39,900	13.2%
Real Property-Quarter Year	113,817	151,200	171,200	20,000	13.2%
Real Property-Three-Quarter Year	538,893	454,000	513,000	59,000	13.0%
Business Personal Property	65,498	250,000	254,000	4,000	1.6%
Railroads & Public Utilities	9,469,570	9,561,000	9,964,000	403,000	4.2%
Ordinary Business Corp.	5,425,905	6,340,000	6,405,000	65,000	1.0%
Payment in Lieu of Tax: Morgantown	7,953,575	7,938,800	6,887,400	(1,051,400)	-13.2%
Payment in Lieu of Tax: CPV	3,346,203	3,226,100	2,588,400	(637,700)	-19.8%
Penalties & Interest	485,530	600,000	600,000	0	0.0%
Half Year Tax Billing	432,325	436,100	153,000	(283,100)	-64.9%
Subtotal	$233,217,474	$244,597,600	$251,082,300	$6,484,700	2.7%
Homestead Tax Credit	(193,257)	(225,800)	(263,000)	(37,200)	16.5%
Low Income Tax Credit	(656,595)	(760,000)	(690,000)	70,000	-9.2%
Senior Tax Credit	(287,085)	(280,000)	(300,000)	(20,000)	7.1%
Ag. Preservation Tax Credit	(121,511)	(125,000)	(126,000)	(1,000)	0.8%
Tax Differ.- La Plata	(1,702,588)	(1,806,600)	(1,900,000)	(93,400)	5.2%
Tax Differ.- Indian Head	(97,104)	(105,000)	(109,000)	(4,000)	3.8%
Surviving Spouse Tax Credit	(6,546)	(7,000)	(7,000)	0	0.0%
Conservation Easement Tax Credit	0	(200)	0	200	-100.0%
Subtotal	($3,064,684)	($3,309,600)	($3,395,000)	($85,400)	2.6%
Total Property Taxes	**$230,152,790**	**$241,288,000**	**$247,687,300**	**$6,399,300**	**2.7%**
INCOME TAX	**$139,535,615**	**$140,000,000**	**$148,000,000**	**$8,000,000**	**5.7%**
RECORDATION TAX	**$19,138,755**	**$14,400,000**	**$16,000,000**	**$1,600,000**	**11.1%**
TRANSFER TAX	**$7,648,960**	**$6,405,000**	**$7,200,000**	**$795,000**	**12.4%**
OTHER TAXES:					
Hotel/Motel Room	$951,544	$1,000,000	$1,000,000	$0	0.0%
Highway User	2,066,341	2,210,000	2,080,000	(130,000)	-5.9%
Admission and Amusement	612,941	800,000	760,000	(40,000)	-5.0%
Heavy Equipment	87,816	50,000	50,000	0	0.0%
Total Other Local Taxes	**$3,718,642**	**$4,060,000**	**$3,890,000**	**($170,000)**	**-4.2%**
LICENSES & PERMITS					
Trader License	$164,933	$211,200	$211,200	$0	0.0%
Alcoholic License	152,990	215,700	203,600	(12,100)	-5.6%
Building Permits	136,835	150,000	150,000	0	0.0%
Park Permits	11,926	101,900	101,600	(300)	-0.3%
Electrical Exams	92,726	83,000	83,000	0	0.0%
Electrical Permits	75,450	73,000	73,600	600	0.8%
Pumbling Permits	95,310	100,000	100,000	0	0.0%
Trailer Permits	45,900	44,300	44,300	0	0.0%
Civil Marriage Licenses	27,895	36,000	36,000	0	0.0%
Other	127,432	82,800	82,300	(500)	-0.6%
Total Licenses & Permits	**$931,397**	**$1,097,900**	**$1,085,600**	**($12,300)**	**-1.1%**

GENERAL FUND OPERATING BUDGET

	FY2020 Actual	FY2021 Adopted	FY2022 Adopted	$ Change from FY2021	% Chg.
REVENUE DETAIL BY ACCOUNT CLASSIFICATION					
INTERGOVERNMENTAL:					
Federal	$76,324	$0	$0	$0	N/A
State					
Aid for Police Protection	$1,299,832	$1,311,000	$1,320,000	$9,000	0.7%
State Aid For Inmate Operating	125,910	125,000	95,000	(30,000)	-24.0%
Jury Fee Reimbursement	71,425	119,500	119,500	0	0.0%
Other	110,043	89,500	92,600	3,100	3.5%
Subtotal	$1,607,210	$1,645,000	$1,627,100	($17,900)	-1.1%
Local Governments					
Animal Shelter- St. Mary's	$455,795	$522,500	$410,100	($112,400)	-21.5%
Subtotal	$455,795	$522,500	$410,100	($112,400)	-21.5%
Total Intergovernmental	**$2,139,328**	**$2,167,500**	**$2,037,200**	**($130,300)**	**-6.0%**
SERVICE CHARGES:					
Em. Medical Srvcs. Billing Fee	$1,600,406	$1,600,000	$1,600,000	$0	0.0%
Indirect Cost Allocation	1,284,072	1,493,700	1,881,200	387,500	12.1%
Local 911 Aid	1,648,824	1,700,000	1,752,000	52,000	3.1%
Park & Recreation Fees	612,710	717,800	895,700	177,900	24.8%
Reclaimed Water Sales	1,157,826	1,183,700	1,183,700	0	0.0%
Sheriff Fees	346,905	460,000	460,000	0	0.0%
Custodial Fee	350,100	358,600	341,700	(16,900)	-4.7%
False Alarm Registrations	287,623	306,500	287,500	(19,000)	-6.2%
Sheriff Pay Phone Commissions	101,148	140,000	107,300	(32,700)	-23.4%
Room & Board Detention Center	54,975	115,000	77,500	(37,500)	-32.6%
Other	910,544	676,500	720,900	44,400	6.6%
Total Service Charges	**$8,355,133**	**$8,751,800**	**$9,307,500**	**$555,700**	**4.0%**
FINES & FORFEITURES					
Red Light Camera Fines	$1,845,598	$1,820,000	$1,750,000	($70,000)	-3.8%
Speed Camera Fines	1,085,602	1,300,000	1,173,000	(127,000)	-9.8%
False Alarm Fines	231,645	246,000	230,000	(16,000)	-6.5%
Other	110,071	111,500	120,500	9,000	8.1%
Total Fines & Forfeitures	**$3,272,916**	**$3,477,500**	**$3,273,500**	**($204,000)**	**-5.9%**
OTHER INCOME					
Rent	$1,325,425	$1,262,700	$1,285,700	$23,000	1.8%
Interest	4,567,645	1,000,000	750,000	(250,000)	-25.0%
Sale of Fixed Assets	198,456	250,000	250,000	0	0.0%
Miscellaneous	615,450	556,000	366,000	(190,000)	-34.2%
Total Miscellaneous	**$6,706,976**	**$3,068,700**	**$2,651,700**	**($417,000)**	**-13.6%**
TOTAL OPERATING REVENUES	**$421,600,511**	**$424,716,400**	**$441,132,800**	**$16,416,400**	**3.8%**
Financing Sources					
Transfer from Capital Project Fund	$2,677,950	$2,671,800	$2,671,800	$0	0.0%
Transfer from Special Revenue Fund	0	900,000	700,000	(200,000)	-22.2%
Subtotal: Financing Sources	**$2,677,950**	**$3,571,800**	**$3,371,800**	**($200,000)**	**-5.6%**
Fund Balance					
Reserve for Priorities	0	5,153,000	5,845,700	692,700	1.2%
Subtotal: Fund Balance	**$0**	**$5,153,000**	**$5,845,700**	**$692,700**	**1.2%**
TOTAL OTHER FINANCING SOURCES	**$2,677,950**	**$8,724,800**	**$9,217,500**	**$492,700**	**-1.6%**
TOTAL REVENUES & OTHER FINANCING USES	**$424,278,461**	**$433,441,200**	**$450,350,300**	**$16,909,100**	**3.7%**

GENERAL FUND



EXPENDITURE BREAKDOWN

EDUCATION	**48.0%**	**$215,748,700**
Board of Education	$200,686,400	
College of Southern Maryland	10,326,200	
Library	4,577,900	
Other Education	158,200	
COUNTY GOVERNMENT	**15.9%**	**$71,718,600**
Emergency Services	$20,576,300	
Public Works - Facilities	15,550,300	
Recreation, Parks, and Tourism	10,051,600	
Fiscal & Administrative Services	8,019,200	
Planning & Growth Management	7,445,600	
Community Services	2,759,400	
Economic Development Dept.	1,906,600	
Administrative Services	1,968,800	
County Attorney	1,313,600	
Human Resources	1,348,800	
County Commissioners	778,400	

SHERIFF'S OFFICE	**22.4%**	**$100,865,700**
DEBT SERVICE	**7.2%**	**$32,575,300**
OTHER AGENCIES	**3.6%**	**$16,209,100**
State's Attorney	$5,148,400	
Health Department	3,020,100	
Circuit Court	1,763,100	
Election Board	2,185,100	
Other Agencies	4,092,400	
MISCELLANEOUS	**2.9%**	**$13,232,900**
Retiree Fringe/OPEB Contribution	$7,774,700	
Central Services	3,391,800	
Capital Project Transfer	2,029,000	
Contingency	37,400	

GENERAL FUND OPERATING BUDGET

	FY2020 Actual	FY2021 Adopted	FY2022 Adopted	$ Change from FY2021	% Chg.
EXPENDITURES BY DIVISION					
EDUCATION					
Board of Education	$192,074,000	$195,714,600	$200,686,400	$4,971,800	2.5%
College of Southern Maryland	10,380,100	9,921,200	10,326,200	405,000	4.1%
Library	4,355,650	4,431,600	4,577,900	146,300	3.3%
Other	4,000	13,600	158,200	144,600	1063.2%
Total Education	**$206,813,750**	**$210,081,000**	**$215,748,700**	**$5,667,700**	**2.7%**
PUBLIC SAFETY					
Sheriff	$69,990,377	$74,050,600	78,349,300	$4,298,700	5.8%
Corrections	18,326,882	20,025,400	20,077,700	52,300	0.3%
Automated Enforcement Unit (AEU)	2,018,837	1,969,500	2,118,900	149,400	7.6%
Fingerprinting Service	244,855	319,200	319,800	600	0.2%
Sheriff's Office	**$90,580,951**	**$96,364,700**	**$100,865,700**	**$4,501,000**	**4.7%**
Emergency Services Administration	399,263	404,500	609,700	205,200	50.7%
False Alarm Reduction Unit	188,564	193,600	207,500	13,900	7.2%
Animal Control	703,416	738,900	804,800	65,900	8.9%
Animal Shelter	926,350	1,056,800	1,122,100	65,300	6.2%
Fire/EMS Communications	3,887,349	4,201,400	4,346,300	144,900	3.4%
Career Emergency Medical Services	10,419,216	12,021,800	12,946,600	924,800	7.7%
Special Operations	143,491	259,600	455,700	196,100	75.5%
Emergency Management	166,453	173,000	83,600	(89,400)	-51.7%
Subtotal: Emergency Services	**$16,834,102**	**$19,049,600**	**$20,576,300**	**$1,526,700**	**8.0%**
Total Public Safety	**$107,415,053**	**$115,414,300**	**$121,442,000**	**$6,027,700**	**5.2%**
DEBT SERVICE					
Principal	$22,218,063	$22,978,800	$23,548,100	$569,300	2.5%
Interest	7,787,382	8,551,000	8,125,800	(425,200)	-5.0%
Miscellaneous	1,010,904	828,900	901,400	72,500	8.7%
Total Debt Service	**$31,016,348**	**$32,358,700**	**$32,575,300**	**$216,600**	**0.7%**
GENERAL GOVERNMENT					
Central Services	$1,609,568	$3,222,300	$3,391,800	$169,500	5.3%
OPEB Contribution	2,750,000	3,000,000	3,700,000	700,000	23.3%
Election Board	1,355,802	1,822,400	2,185,100	362,700	19.9%
Liquor Board	236,047	268,300	287,100	18,800	7.0%
Orphan's Court	61,035	64,500	65,400	900	1.4%
Pretrial Services	0	0	348,500	348,500	N/A
CJCC	0	0	75,000	75,000	N/A
Circuit Court	1,645,459	1,716,300	1,763,100	46,800	2.7%
State's Attorney	4,400,245	4,580,200	5,148,400	568,200	12.4%
Fringe Benefits	3,212,560	3,607,800	4,074,700	466,900	12.9%
Volunteer Fire & Rescue Subsidy	21,220	25,000	449,500	424,500	1698.0%
Subtotal: Other General Govt.	**$15,291,935**	**$18,306,800**	**$21,488,600**	**$3,181,800**	**17.4%**
County Commissioners	$689,508	$766,000	$778,400	$12,400	1.6%
Administrative Services	1,603,482	1,806,500	1,968,800	162,300	9.0%
County Attorney	1,346,594	1,259,700	1,313,600	53,900	4.3%
Human Resources	1,100,788	1,134,800	1,348,800	214,000	18.9%
Subtotal: County Administered General Government	**$4,740,372**	**$4,967,000**	**$5,409,600**	**$442,600**	**8.9%**
Total General Government	**$20,032,307**	**$23,273,800**	**$26,898,200**	**$3,624,400**	**15.6%**

GENERAL FUND OPERATING BUDGET

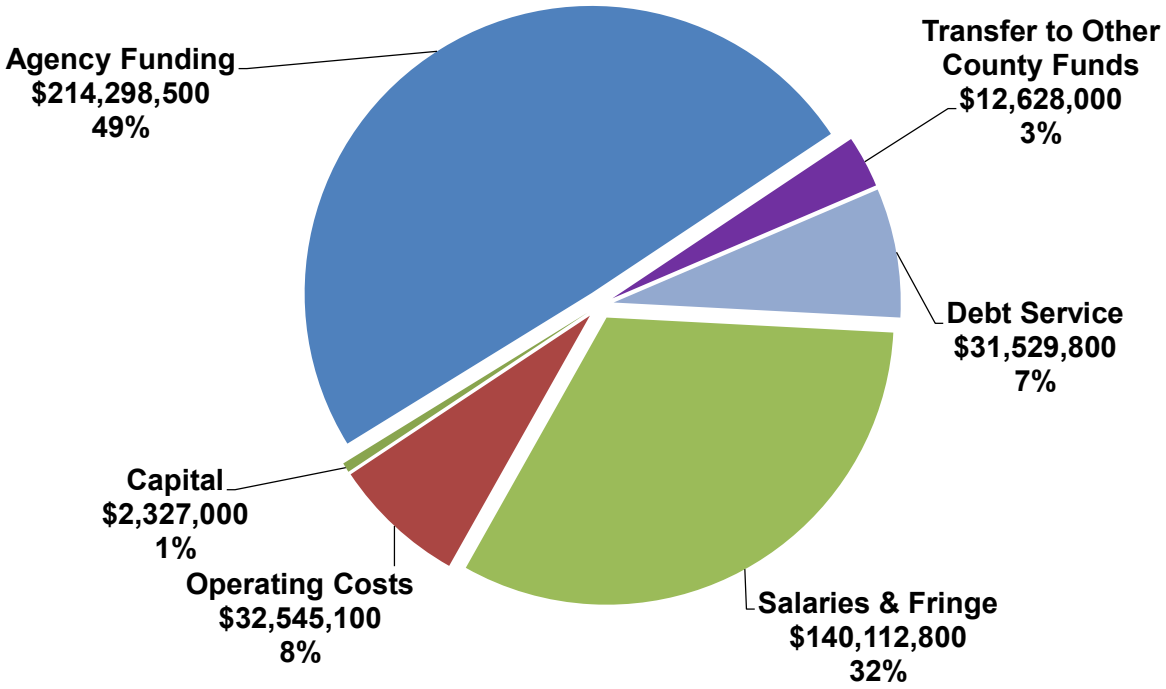
	FY2020 Actual	FY2021 Adopted	FY2022 Adopted	$ Change from FY2021	% Chg.
EXPENDITURES BY DIVISION					
FISCAL & ADMINISTRATIVE SERVICES					
Administration	$237,482	$253,900	$259,000	$5,100	2.0%
Budget	432,346	451,300	453,800	2,500	0.6%
Information Technology	2,953,266	3,651,200	4,291,400	640,200	17.5%
Purchasing	388,926	399,000	412,400	13,400	3.4%
Treasury	1,212,585	1,332,000	1,372,600	40,600	3.0%
Accounting	1,121,197	1,151,200	1,230,000	78,800	6.8%
Total Fiscal & Admin. Services	**$6,345,803**	**$7,238,600**	**$8,019,200**	**$780,600**	**10.8%**
PUBLIC WORKS - FACILITIES					
Administration	$597,279	$624,000	$733,500	$109,500	17.5%
Building & Trades	6,776,733	7,774,200	7,646,400	(127,800)	-1.6%
Vehicle Maintenance	849,377	1,020,600	1,003,200	(17,400)	-1.7%
Roads	4,064,437	5,910,500	6,167,200	256,700	4.3%
Total Public Works	**$12,287,826**	**$15,329,300**	**$15,550,300**	**$221,000**	**1.4%**
COMMUNITY SERVICES					
Administration	$375,002	$372,900	$412,500	$39,600	10.6%
Aging & Human Services	1,443,461	1,719,800	1,824,700	104,900	6.1%
Housing Authority	368,451	598,100	522,200	(75,900)	-12.7%
Total Community Services	**$2,186,914**	**$2,690,800**	**$2,759,400**	**$68,600**	**2.5%**
RECREATION, PARKS, AND TOURISM					
Administration	$726,952	$736,000	$875,200	$139,200	18.9%
Recreation	2,267,647	2,701,600	3,082,900	381,300	14.1%
Parks & Grounds	4,657,492	5,226,400	5,249,300	22,900	0.4%
Tourism	571,958	820,200	844,200	24,000	2.9%
Total Recreation, Parks, & Tourism	**$8,224,049**	**$9,484,200**	**$10,051,600**	**$567,400**	**6.0%**
PLANNING & GROWTH MANAGEMENT					
Administration	$504,917	$547,400	$879,200	$331,800	60.6%
Transit	3,687,300	3,915,600	4,047,400	131,800	3.4%
Planning	1,653,177	1,694,300	1,877,200	182,900	10.8%
Inspections & Enforcement	451,162	535,400	468,500	(66,900)	-12.5%
Codes & Permits	381,763	390,500	173,300	(217,200)	-55.6%
Total Planning & Growth Mgmt.	**$6,678,319**	**$7,083,200**	**$7,445,600**	**$362,400**	**5.1%**
ECONOMIC DEVELOPMENT					
Economic Development Department	$1,649,033	$1,801,100	$1,906,600	$105,500	5.9%
Other Economic Development Svcs	338,000	188,000	188,000	0	0.0%
Total Economic Development	**$1,987,033**	**$1,989,100**	**$2,094,600**	**$105,500**	**5.3%**
HEALTH SERVICES					
Health Department	$2,633,744	$2,863,000	$3,020,100	$157,100	5.5%
Other Health Services	0	0	0	0	N/A
Water & Sewer Services	203,200	211,300	211,300	0	0.0%
Mosquito Control	114,820	124,000	127,000	3,000	2.4%
Dept. of Health & Mental Hygiene	120,421	120,400	120,400	0	0.0%
Total Health	**$3,072,185**	**$3,318,700**	**$3,478,800**	**$160,100**	**4.8%**
SOCIAL SERVICES					
Department of Social Services	$321,190	$324,600	$324,500	($100)	0.0%
Charles County Charitable Trust, Inc.	1,001,022	1,009,300	1,009,300	0	0.0%
Other Agency Funding	48,700	48,700	198,700	150,000	308.0%
Total Social Services	**$1,370,912**	**$1,382,600**	**$1,532,500**	**$149,900**	**10.8%**

GENERAL FUND OPERATING BUDGET

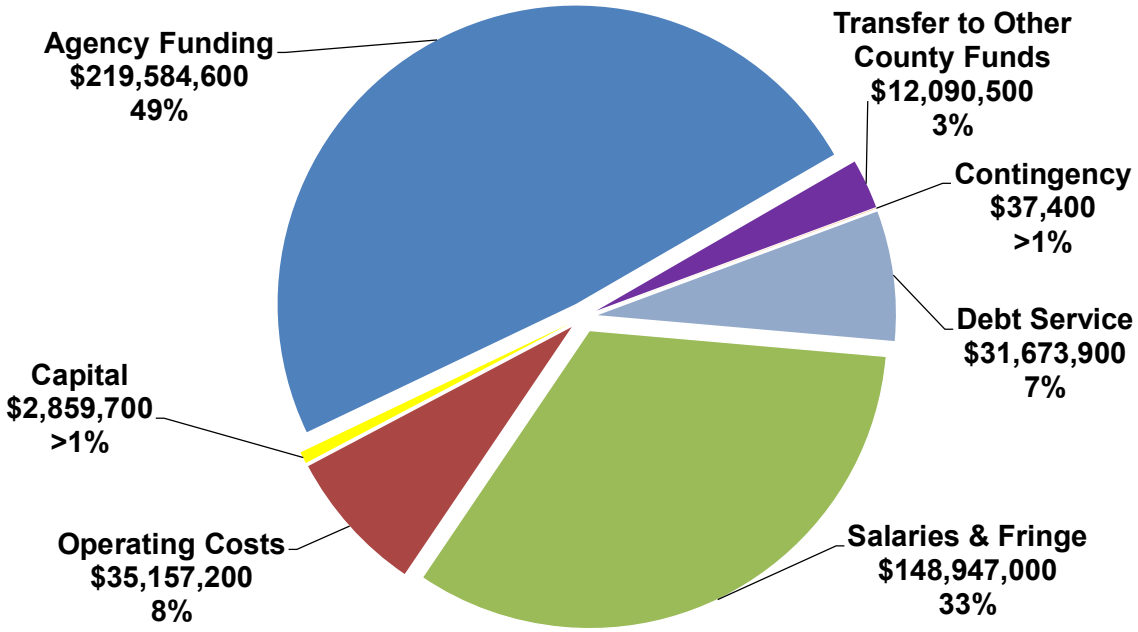
	FY2020 Actual	FY2021 Adopted	FY2022 Adopted	$ Change from FY2021	% Chg.
EXPENDITURES BY DIVISION					
CONSERVATION OF NATURAL RESOURCES					
University of MD Extension	$224,033	$230,700	$230,700	$0	0.0%
Soil Conservation	420,386	452,400	420,900	(31,500)	-7.0%
Weed Control	8,041	15,300	15,100	(200)	-1.3%
So. MD Resource Conservation	9,193	10,500	11,000	500	4.8%
Gypsy Moth	42,250	5,000	5,000	0	0.0%
Forest Conservancy District Board	0	5,000	5,000	0	0.0%
Total Conservation of Natural Resources	**$703,904**	**$718,900**	**$687,700**	**($31,200)**	**-4.3%**
CONTINGENCY					
Contingency	$0	$0	$37,400	$37,400	N/A
Total Contingency	**$0**	**$0**	**$37,400**	**$37,400**	**N/A**
TOTAL EXPENDITURES	**$408,134,401**	**$430,363,200**	**$448,321,300**	**$17,958,100**	**4.2%**
FINANCING USES:					
Capital Project Pay-as-you-go	$4,350,400	$2,778,000	$2,029,000	($749,000)	-27.0%
Watershed Fund Subsidy	550,000	300,000	0	(300,000)	-100.0%
TOTAL FINANCING USES	**$4,900,400**	**$3,078,000**	**$2,029,000**	**($1,049,000)**	**-34.1%**
TOTAL EXPENDITURES & OTHER FINANCING USES:	**$413,034,801**	**$433,441,200**	**$450,350,300**	**$16,909,100**	**3.9%**
SURPLUS/(DEFICIT)	**$11,243,660**	**$0**	**$0**	**$0**	

GENERAL FUND OPERATING BUDGET

FY2021 ADOPTED BUDGET $433,441,200

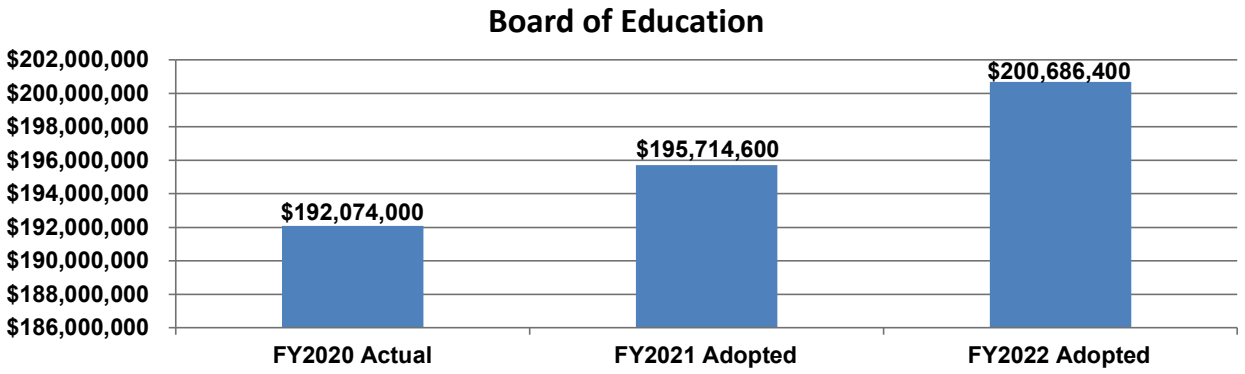


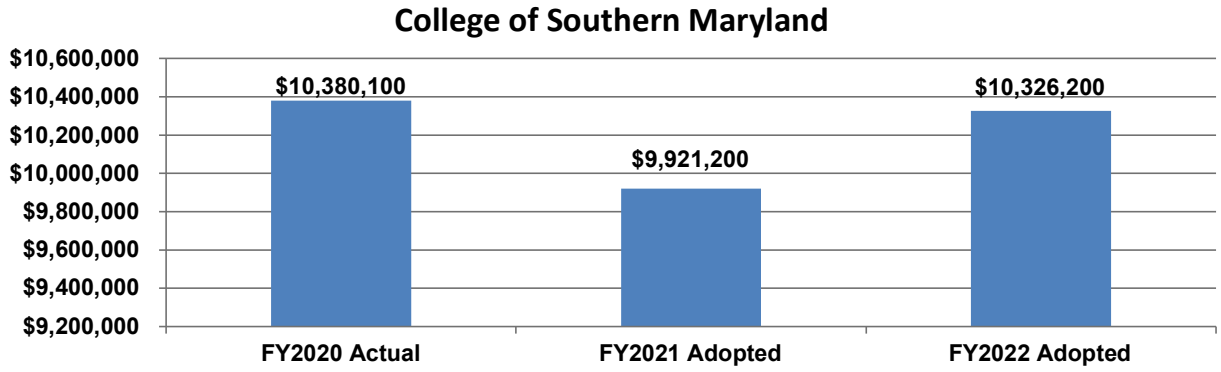
FY2022 ADOPTED BUDGET $450,350,300

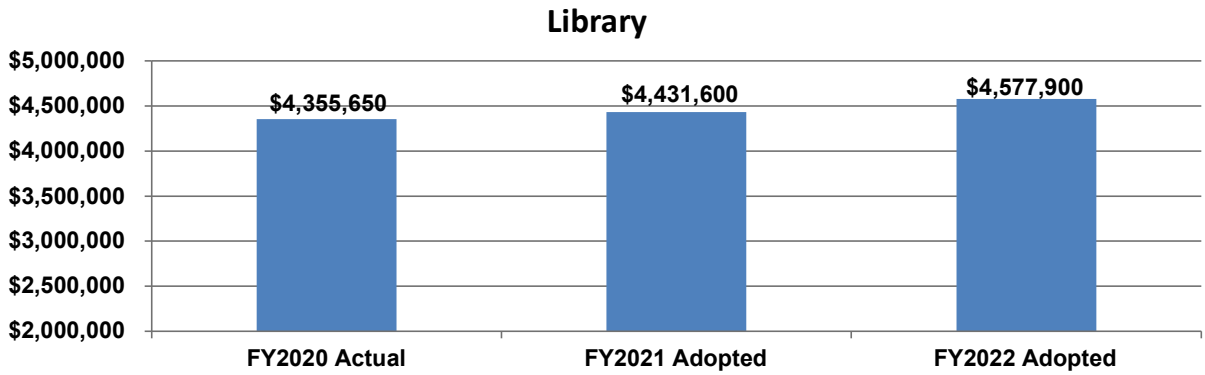


- *Agency Funding represents the County's direct payment to agencies (for example the Board of Education, College of Southern Maryland, and Library Board).*
- *Transfers to Other County Funds represents support to the Enterprise Funds, local matches for grants, transfers for Other Post Employment Benefits (OPEB), and transfers to the Capital Project Fund.*
- *Capital includes capital outlay purchases and capital maintenance projects.*

Education Summary						
Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Fringe Benefits	$344,431	$376,700	$408,800	$408,800	$32,100	8.5%
Operating Costs	153,920	188,600	593,600	648,200	459,600	243.7%
Agency Funding	206,315,400	209,515,700	220,995,700	214,691,700	5,176,000	2.5%
Total Expenditures	$206,813,750	$210,081,000	$221,998,100	$215,748,700	$5,667,700	2.7%
Total Expenditures as % of Budget:	**50.1%**	**48.5%**	**47.7%**	**47.9%**		







Education

Department: Education 01.34
Division\Program: Board of Education (BOE) Fund: General
Program Administrator: Board of Education

Dr. Maria Navarro, Superintendent of Schools 301-932-6610 301-870-3814
Mailing Address: Charles County Public Schools
P.O. Box 2770 La Plata, Maryland 20646
Physical Address: Jesse L. Starkey Administration Building
5980 Radio Station Road, La Plata, MD 20646
www.ccboe.com

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Agency Funding	$192,074,000	$195,714,600	$206,705,500	$200,686,400	$4,971,800	2.5%
Total Expenditures	$192,074,000	$195,714,600	$206,705,500	$200,686,400	$4,971,800	2.5%

Changes and Useful Information:

- Budget number reflects County funding only.
- The FY2022 Board of Education budget provides $4,971,800 more than the Maintenance of Effort level that is required by law. The FY2022 budget increase supports salary increases for Board of Education employees. During the budget adoption process, the County Commissioners increased the County's funding towards the Board of Education by $1,000,000 to support a cost of living increase for employees.
- BOE total FY2022 budget (including State, Federal, and Local revenues) equals $408 million.

Description:

Charles County Public Schools is a metropolitan-area school system serving 26,900 students. The Board of Education of Charles County establishes educational and fiscal policy, provides overall direction and governs Charles County Public Schools. The public school system is involved in a large variety of activities including classroom instruction; enrollment and zoning; registration; transportation; school closings; food services and academic records.

The educational policies, procedures and programs of the public schools in the County are the responsibility of the Charles County Board of Education and the County Superintendent of Schools, who is appointed by the Board of Education. The Maryland Board of Education conducts state administration of certain aspects of the County program. Operation of the schools is the responsibility of the County Superintendent of Schools. The education program includes grades prekindergarten through 12. Additionally, a three-year-old program is offered at Title I elementary schools. School counseling, health services, pupil services, psychological services, adult education, career technology education (CTE) programs, special education, after-school and extracurricular programs supplement the regular instructional programs.

Objectives & Measurements:

MISSION- The mission of Charles County Public Schools is to provide an opportunity for all school-aged children to receive an academically challenging, quality education that builds character, equips for leadership, and prepares for life, in an environment that is safe and conducive to learning.

VISION- The vision of Charles County Public Schools is to create the best environment where all students experience academic success, develop personal responsibility and achieve career readiness for the 21st century.

Positions:* Title	FY18 FTE	FY19 FTE	FY20 FTE	FY21 FTE	FY22 FTE
Administration	91.0	91.0	92.0	90.0	90.0
Mid-Level Administration	275.5	275.5	286.5	297.6	297.6
Instructional	2,026.8	2,026.8	2,042.3	2,208.7	2,214.7
Special education	587.2	587.2	599.6	641.0	641.0
Student Personnel Services	45.0	45.0	48.0	49.5	49.5
Student Transportation Services	18.0	18.0	20.0	31.0	31.0
Operation of Plant	244.1	244.1	265.5	275.5	275.5
Maintenance of Plant	63.0	63.0	63.0	65.0	65.0
Community Services	0.0	0.0	0.0	0.0	0.0
Capital Outlay	6.0	6.0	6.0	6.0	6.0
Total Full Time Equivalent	**3,356.6**	**3,356.5**	**3,422.9**	**3,664.4**	**3,670.3**

Note: Does not included Student Health Services; nurses are contracted with the Charles County Health Department.

** The positions listed are not County Government employees.*

Education

Department: Education 01.34
Division\Program: College of Southern Maryland (CSM) Fund: General
Program Administrator: Dr. Maureen Murphy, President

Charles County Campus
Mailing Address: PO Box 910, La Plata, MD 20646
Physical Address: 8730 Mitchell Road, La Plata, MD 20646
www.csmd.edu

Operator: 301-934-2251 301-870-3008
Automated Attendant: 301-934-7790
301-870-2309

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Operating Costs	$0	$0	$405,000	$405,000	$405,000	New
Agency Funding	10,380,100	9,921,200	10,119,600	9,921,200	0	0.0%
Total Expenditures	$10,380,100	$9,921,200	$10,524,600	$10,326,200	$405,000	4.1%

Changes and Useful Information:

- Budget number listed above reflects County funding only.
- **Operating Costs** is in support of a Commissioner Cares scholarship program. This program will fund tuition and fees for one 3-credit class for currently enrolled students. This would provide scholarships to approximately 805 Charles County students.
- CSM total budget including State Funding and Tuition equals $61.0 million for all campuses.

Description:

The College of Southern Maryland (CSM) Vision, "Transforming Lives Through Lifelong Learning and Service", provides the foundation for this institution as an open-admissions, comprehensive regional community college that fosters academic excellence and enhances lives in Southern Maryland. CSM meets the diverse needs of students and the community by providing accessible, accredited, affordable, and quality learning opportunities for intellectual development, career enhancement, and personal growth.

CSM makes learning possible for everyone through varied programs and flexible learning opportunities. With over 60 associate's degrees, 36 credit certificates, 20 credit letters of recognition, and 183 on-line courses, self-paced courses, and weekend college, CSM aims to offer opportunities for everyone to fit college into their schedules. A variety of services is also offered in business, continuing education programs, kids' and teen college, wellness and fitness services, and fine arts events.

Positions:* Title	FY18 FTE	FY19 FTE	FY20 FTE	FY21 FTE	FY22 FTE
Full-time permanent faculty	139.0	152.0	142.0	123.0	133.0
Part-time permanent faculty	9.0	3.0	0.0	0.0	0.0
Full-time permanent staff	363.0	400.0	405.0	369.0	391.0
Part-time permanent staff	42.0	36.0	30.0	35.0	24.0
Total Full Time Equivalent	**553.0**	**591.0**	**577.0**	**527.0**	**548.0**

* *The positions listed are not County Government employees.*

** Part-time adjunct faculty/Temporary Positions	907.0	899.0	850.0	753.0	390.0

** *Not converted to Full Time Equivalency.*

Education

Department:	Education	01.34
Division\Program:	College of Southern Maryland (CSM)	Fund: General
Program Administrator:	Dr. Maureen Murphy, President	

Objectives & Measurements:	**FY19 Actual**	**FY20 Actual**	**FY21 Actual**	**FY22 Projected**	**FY22 Estimated**
Enrollment					
Number of Enrolled Credit Students	10,265	9,831	9,657	9,416	9,181
Total Number of Credit-Free Course Registrations	11,563	12,437	9,422	13,375	7,138
Number of Students Transferring	1,778	1,737	1,637	1,697	1,759
Percent of County Population Served	49.0%	49.2%	47.0%	49.4%	49.4%
In-County Tuition and Fees Per Credit	$154	$159	$164	$164	$168
Quality					
Number of Graduates	1,533	1,272	1,135	1,231	1,335
Four-Year Transfer/Graduation Rate	54.0%	56.6%	54.0%	56.6%	56.6%
Student Satisfaction w/ Transfer Preparation (1 = Very Poor, and 5 = Very Good)	4.1	4.1	4.1	4.1	4.1
Workforce Training					
Student Satisfaction with Job Preparation (1 = Very Poor, and 5 = Very Good)	4.3	4.4	4.4	4.4	4.4
Employment Rate of Graduates	80%	78%	78%	78%	78%

Education

Department:	Education Appropriations	01.47
Division\Program:	Charles County Public Library (CCPL)	Fund: General
Program Administrator:	KennethWayne Thompson, Executive Director	

Administrative Offices located at the La Plata Branch
Mailing Address: 2 Garrett Avenue, La Plata, Maryland 20646
301.934.9001 301.870.3520
www.ccplonline.org

Business Hours :
Monday-Thursday: 9:00 AM-8:00 PM
Friday: 1:00 PM-5:00 PM
Saturday: 9:00 AM-5:00 PM

Expenditure Category	**FY2020 Actual**	**FY2021 Adopted**	**FY2022 Request**	**FY2022 Adopted**	**$ Change from FY2021**	**% Chg.**
Fringe Benefits	$344,431	$376,700	$408,800	$408,800	$32,100	8.5%
Operating Costs	149,920	175,000	175,000	175,000	0	0.0%
Agency Funding	3,861,300	3,879,900	4,170,600	3,994,100	114,200	2.9%
Total County Support	$4,355,650	$4,431,600	$4,754,400	$4,577,900	$146,300	3.3%

Changes and Useful Information:

- Budget numbers listed above reflect County funding only.
- The Library's total FY2022 budget including State and other revenues equal $7.0 million.
- **Fringe Benefits** represent library employees participation in the County's Health & Dental plan.
- **Operating Costs** represents utilities that the County pays directly on the Library's behalf for county owned facilities and drug testing for the mobile library drivers.
- The **Agency Funding** budget represents the funding provided by the County in support of the Library's operations and in support of salary increases for their employees.

Education

Department:	Education Appropriations	01.47
Division\Program:	Charles County Public Library (CCPL)	Fund: General
Program Administrator:	KennethWayne Thompson, Interim Executive Director	

Description:

Mission Statement: The Charles County Public Library creates opportunities for the community to engage, discover, and learn.

Vision Statement - We are the trusted source for connecting everyone to endless possibilities.

Goals & Objectives

Strategic Goal 1: Position the library as an indispensable community asset to ensure awareness of services, supportive partnerships, and adequate funding.
Strategic Goal 2: Deliver library services and programs that are data and customer driven.

Strategic Goal 3: Develop a capable and dedicated staff to maximize productivity and to deliver patron-centered services.

Strategic Goal 4: Modernize library facilities and technologies to exceed community expectations.

Positions:*	**FY18**	**FY19**	**FY20**	**FY21**	**FY22**
Title	**FTE**	**FTE**	**FTE**	**FTE**	**FTE**
Executive Director	1.0	1.0	1.0	1.0	1.0
Deputy Director	1.0	1.0	1.0	1.0	1.0
Library Branch Manger	4.0	4.0	4.0	4.0	4.0
Information Technology Manager	1.0	1.0	1.0	1.0	1.0
Human Resources Manager	1.0	1.0	1.0	1.0	1.0
Mobile Services Branch Manager	1.0	1.0	1.0	1.0	1.0
Children's Supervisor	4.0	4.0	4.0	4.0	4.0
Bookkeeper	1.0	1.0	1.0	1.0	1.0
Children's Librarian	1.0	1.0	1.0	1.0	1.0
Assistant Branch Manager	4.0	4.0	4.0	4.0	4.0
Technical Services Supervisor	0.0	0.0	0.0	0.0	0.0
Collection Development Manager	1.0	1.0	1.0	1.0	1.0
Young Adult Supervisor	1.0	1.0	1.0	1.0	1.0
Programming Coordinator	1.0	1.0	1.0	1.0	1.0
Marketing/Development Manager	2.0	2.0	2.0	2.0	2.0
Circulation Supervisor	4.0	4.0	4.0	4.0	4.0
Information Technology Associate	1.0	1.0	1.0	1.0	1.0
Outreach Librarian	0.0	0.0	0.0	0.0	0.0
Reference Associate	0.0	0.0	0.0	0.0	0.0
Children’s Associate	2.0	2.0	2.0	2.0	2.0
Public Services Associate	16.8	16.8	16.8	16.8	16.8
Mobile Services Associate	1.2	1.2	1.2	1.2	1.2
Outreach Associate-Mobile Library	2.0	2.0	2.0	2.0	2.0
Young Adult Associate	1.0	1.0	1.0	1.0	1.0
Acquisitions Associate	0.8	0.8	0.8	0.8	0.8
Public Services Assistant	0.7	0.7	0.7	0.7	0.7
Human Resources Associate	0.8	0.8	0.8	0.8	0.8
Technical Services Assistant	0.0	0.0	0.0	0.0	0.0
Circulation Assistant	5.6	5.6	5.6	5.6	5.6
Custodial Worker II	2.3	2.3	2.3	2.3	2.3
Executive Assistant	1.0	1.0	1.0	1.0	1.0
Marketing Assistant	1.0	1.0	1.0	1.0	1.0
Marina Technician	1.6	1.6	1.6	1.6	1.6
Public Services Librarian	2.0	2.0	2.0	2.0	2.0
Substitute (Part Time Positions)	0.6	0.6	0.6	0.6	0.6
Security Guards (Part Time Positions)	1.1	1.1	1.1	1.1	1.1
Pages (Part Time Positions)	3.2	3.2	3.2	3.2	3.2
Total Full Time Equivalent	**72.4**	**72.4**	**72.4**	**72.4**	**72.4**

***** *The positions listed are not County Government employees.*

Education

Department:	Education Appropriations	01.47
Division\Program:	Charles County Public Library (CCPL)	Fund: General
Program Administrator:	Kenneth Wayne Thompson, Executive Director	

Objectives & Measurements:	**FY18 Actual**	**FY19 Actual**	**FY20 Actual**	**FY21 Projected**	**FY22 Estimated**
Circulation (physical & electronic materials)	946,560	906,944	650,324	450,000	900,000
Registered Borrowers (Customers)	76,207	75,455	74,085	75,000	76,000
(Purge of inactive records in December 2016)					
Customer Count*	548,588	582,156	400,646	115,000	560,000
(switched to new gate count product)					
Total Reference Questions	58,139	42,261	24,914	15,000	40,000
Customers are being trained to use on-line resources remotely					
Program Attendance	47,497	44,913	23,823	10,000	35,000
Total Service Hours*	11,541	11,472	7,961	6,500	11,710
Computer & Wi-Fi Sessions	179,001	185,307	124,932	45,000	180,000
Meeting Room Usage	63,199	64,508	53,073	5,000	65,000

**NOTE: FY21 Projected includes curbside visits.*

Education

Department:	Education	01.34
Division\Program:	Other Education	Fund: General

Expenditure Category	**FY2020 Actual**	**FY2021 Adopted**	**FY2022 Request**	**FY2022 Adopted**	**$ Change from FY2021**	**% Chg.**
Operating Costs	$4,000	$13,600	$13,600	$68,200	$54,600	401.5%
Agency Funding	0	0	0	90,000	90,000	New
Total Expenditures	$4,000	$13,600	$13,600	$158,200	$144,600	1063.2%

Changes and Useful Information:

- Operating Costs represent scholarships which are awarded by the County in the following areas:

  - Nursing/ Allied Health Scholarship- to encourage Health care professionals to work in Charles County after graduation from college, a program of scholarships was established for courses leading to the certificate, diploma, or other evidence of qualification to practice in the medical field.

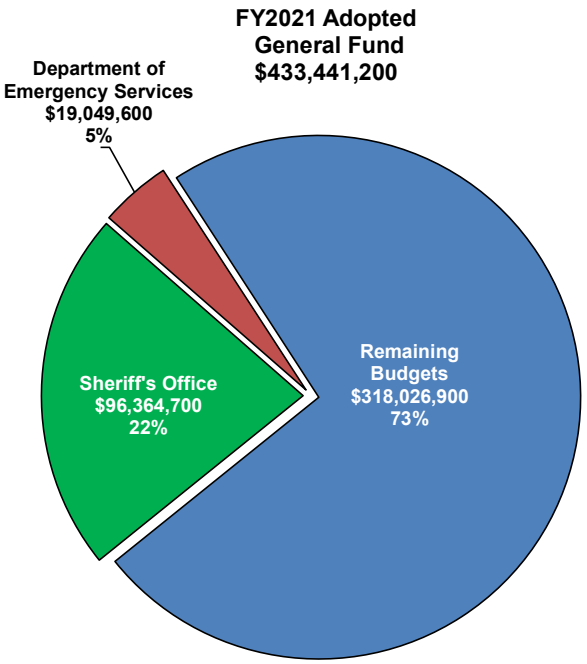
  - Charles County Teacher Education Assistance Grant Scholarship- The Charles County Scholarship Fund is a non-profit organization that provides scholarships to Charles County Students. The Charles County Commissioners, Charles County Public Schools, the College of So. Maryland, and the Chamber of Commerce, and members of the Community at Large are always represented on the Scholarship Fund Board. This is a renewable scholarship currently set for $1,000 per year, for a 4 year period. Each recipient is eligible for $4,000.

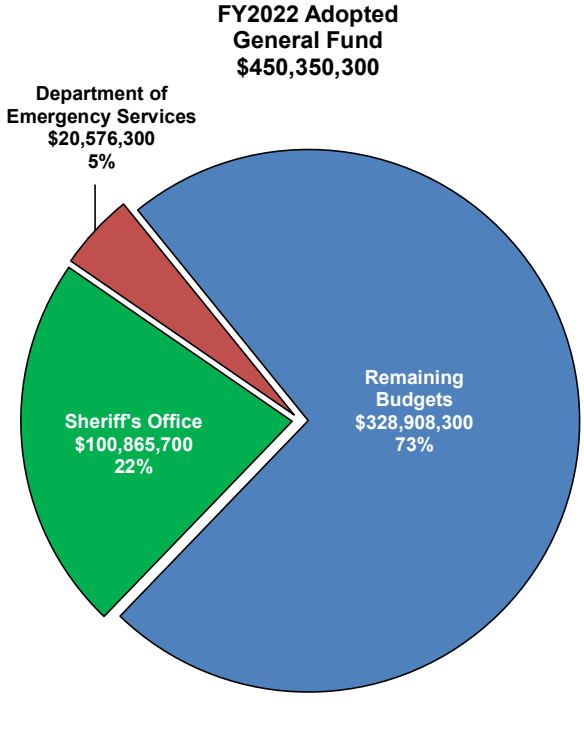
  - Charles County Workforce Development Scholarship- Applicable to any non-credit entry-level workforce development course(s) offered through the College of Southern Maryland that costs $300 or more in tuition plus fees. These scholarships will provide financial assistance of up to 50% of tuition plus fees, books, and other related supplies and expenses. Students must be residents of Charles County.

  - University of Maryland Incentive Awards Program- This funding will cover tuition, fees, room and board plus programming expenses for three students annually and will be offered for four years.

- The **Agency Funding** budget is being provided for development services for Charles County Public Schools social and mental health employees. This was added during the budget adoption process by the County Commissioners.

Public Safety Summary						
Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Personal Services	$62,628,310	$66,537,100	$69,088,000	$70,092,100	$3,555,000	5.3%
Fringe Benefits	27,653,030	30,946,100	32,678,400	33,045,200	2,099,100	6.8%
Operating Costs	13,869,447	14,339,100	20,486,500	14,936,000	596,900	4.2%
Transfers Out	960,605	1,362,000	994,400	1,013,600	(348,400)	-25.6%
Capital Outlay	2,303,660	2,230,000	2,145,000	2,355,100	125,100	5.6%
Total Expenditures	$107,415,053	$115,414,300	$125,392,300	$121,442,000	$6,027,700	5.2%
Revenues	$12,442,373	$12,282,900	$11,999,000	$11,999,000	($283,900)	-2.3%
Total Expenditures as % of Budget:	**26.0%**	**26.6%**	**26.9%**	**27.0%**		



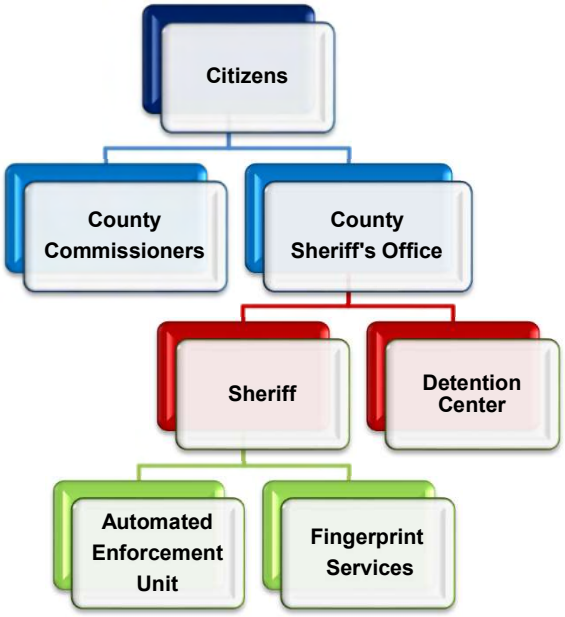


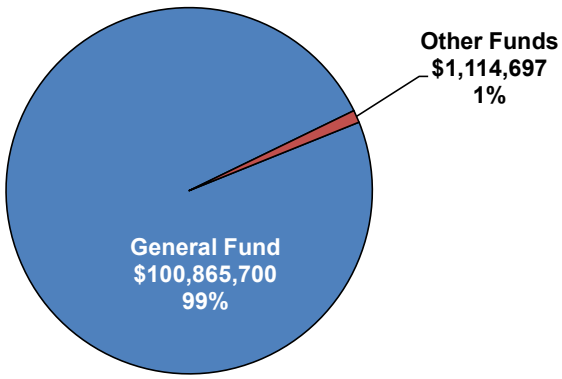
Public Safety - Sheriff's Office Summary

Sheriff Troy D. Berry
Mailing Address: PO Box 189, La Plata, MD 20646
Physical Address: 6915 Crain Highway, La Plata, MD 20646
www.ccso.us

Non-Emergency 301-932-2222

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Personal Services	$51,672,238	$54,225,400	$55,313,200	$56,885,400	$2,660,000	4.9%
Fringe Benefits	24,517,533	27,423,300	28,639,900	28,798,300	1,375,000	5.0%
Operating Costs	11,270,638	11,284,500	17,274,000	11,898,300	613,800	5.4%
Transfers Out	875,650	1,276,500	909,400	928,600	(347,900)	-27.3%
Capital Outlay	2,244,893	2,155,000	2,145,000	2,355,100	200,100	9.3%
Total Expenditures	$90,580,951	$96,364,700	$104,281,500	$100,865,700	$4,501,000	4.7%
Revenues	$5,412,510	$5,492,600	$5,201,500	$5,201,500	($291,100)	-5.3%
Total Expenditures as % of Budget:	**21.9%**	**22.2%**	**22.4%**	**22.4%**		



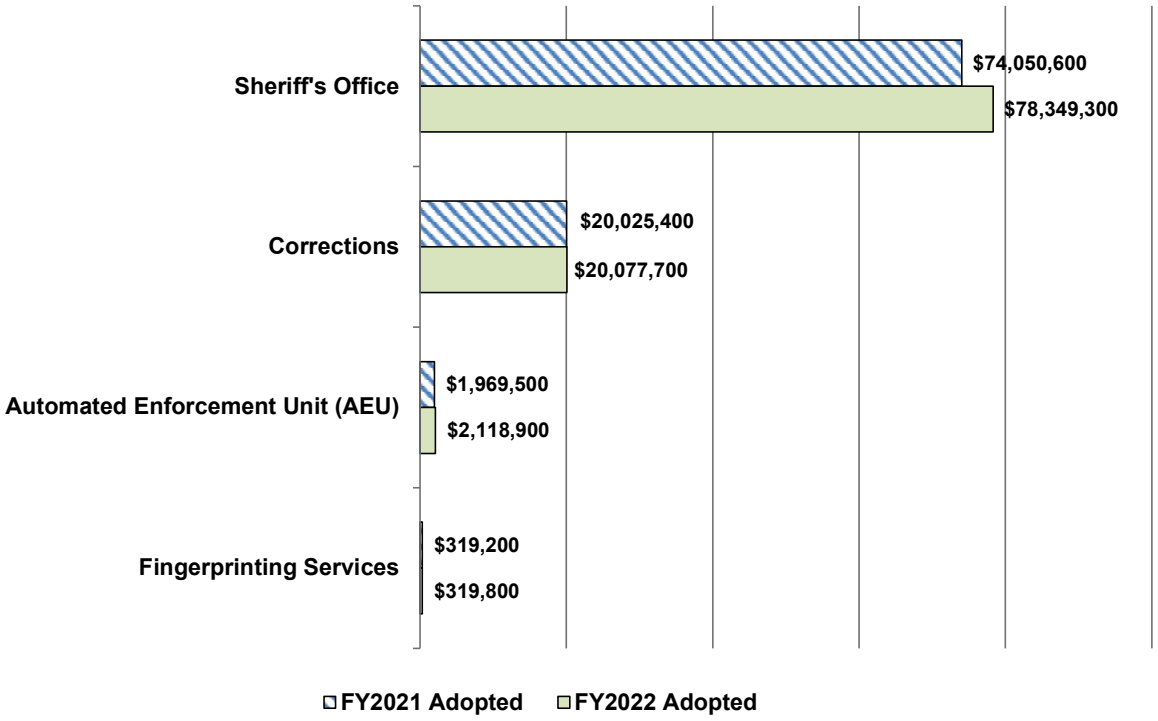


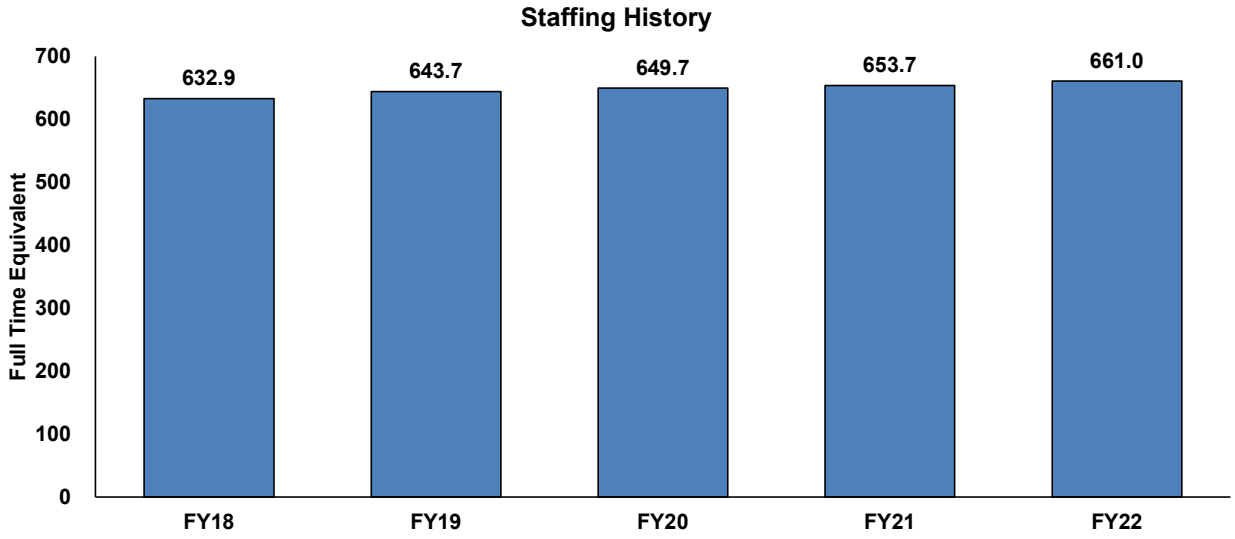
TOTAL FY2022 AGENCY BUDGET
$101,980,397
(Totals for funds other than the General Fund exclude debt service and funding for future reserves.)

As indicated by the graph, the Sheriff's Office is mostly funded by the General Fund.

Sheriff's Office Expenditure and Staffing History

GENERAL FUND





Positions by Program:	FY18	FY19	FY20	FY21	FY22
Sheriff	469.9	477.3	484.3	488.4	495.6
Corrections	155.1	159.1	158.2	158.2	158.2
Automated Enforcement Unit (AEU)	4.6	4.0	4.0	4.0	4.0
Fingerprinting Services	3.2	3.2	3.2	3.2	3.2
Total Full Time Equivalent	**632.9**	**643.7**	**649.7**	**653.7**	**661.0**

Department: Sheriff's Office 01.24.24
Division\Program: Sheriff www.ccso.us Fund: General
Program Administrator: Troy D. Berry, Sheriff

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Personal Services	$41,298,019	$42,980,300	$44,486,900	$45,451,900	$2,471,600	5.8%
Fringe Benefits	20,369,720	22,521,800	23,928,600	24,020,300	1,498,500	6.7%
Operating Costs	5,607,709	5,272,000	10,300,000	5,674,300	402,300	7.6%
Transfers Out	875,650	1,276,500	909,400	928,600	(347,900)	-27.3%
Capital Outlay	1,839,281	2,000,000	2,097,700	2,274,200	274,200	13.7%
Total Expenditures	$69,990,377	$74,050,600	$81,722,600	$78,349,300	$4,298,700	5.8%
Revenues	$2,102,145	$1,832,200	$1,805,600	$1,805,600	($26,600)	-1.5%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** increase supports increased compensation for employees, includes funding for three sworn officer positions that are no longer supported by the COPS Grant, and funds four new positions.
  - Two new Sworn Officers to support the Agency's overall mission.
  - A new Systems Administrator to support existing technology and the escalation of new technology. This hire is in preparation for the issue of Body Worn Cameras that will be required for every police department in Maryland by 2025.
  - A new Mental Health Liaison that will serve as the Charles County Sheriff's Office Liaison and authority on mental health issues and illnesses to support employee mental health.
  - Per the County Code, the Sworn Officers are legally tied to the State Police Pay Scale.
- **Operating Costs** were adjusted to provide additional funds in computer cost, equipment and supplies based on anticipated needs and in support of the new positions.
- **Transfer Out** represents the local match for grants and Charles County's share of the Southern Maryland Criminal Justice Academy (SMCJA). The FY2022 budget is based on anticipated match requirements.
- The **Capital Outlay** budget includes funding for equipment and/or vehicles that exceeds $5,000. Included is funding for a new camera system for detectives' vehicles, upgrade of four VPN Routers, upgrade of UPS at District 1, and in support of the new positions.

Description:

The Charles County Sheriff's Office (CCSO) is a full-service law enforcement agency responsible for preventing and investigating crime, operating the county detention center and performing the court-related functions of a traditional sheriff's office. CCSO is the largest full-service sheriff's office in Maryland and one of the largest employers in Charles County. The CCSO has been accredited by the Commission on the Accreditation of Law Enforcement since 2001 and earned the Commission's Flagship Status in 2011, designating it as one of the best among accredited agencies.

Mission Statement

The men and women of the Charles County Sheriff's Office are dedicated to service through superior performance. We believe mutual respect, trust and pride in our organization combined with traditional values and innovative techniques will ensure the community's right to a safe environment.

Value Statements

The men and women of the Charles County Sheriff's Office are bound by the highest standards of conduct, as exemplified in the following values:

PRIDE

Professionalism: We believe in delivering a level of service which will reflect the pride we have in our community and organization.

Respect: We believe in individual human dignity and the preservation of human rights under the rule and spirit of law, always treating others as we would like to be treated.

Integrity: We believe in maintaining the public trust by holding ourselves accountable to the highest moral and ethical standards.

Duty: We believe the protection of life is our highest priority.

Excellence: We are dedicated to service through superior performance.

Specialized Units within the Agency have been very successful in combating crime.

Police Communications	Child Support Enforcement Unit	Domestic Violence Unit	Auto Theft Unit
D.A.R.E Unit	Asset Forfeiture/Drug Diversion Unit	Warrants/Fugitives Unit	Boat Unit
K-9 Unit	Crime Prevention Unit	Civil Unit	COPS in Schools
Traffic Safety Unit	Crimes Against Persons Unit	Court/Judicial Security Unit	Crime Laboratory Unit
Narcotics Task Force	Crimes Against Property Unit	Emergency Services Team	Robbery Unit
Alcohol Enforcement Unit	Crimes Against Dependent Persons Unit		Teen Court

The Sheriff's Office will continue to reach out to the community, not only in terms of traditional law enforcement, but also by taking an active role in contributing to the quality of life in Charles County.

Public Safety

Department:	Sheriff's Office	01.24.24
Division\Program:	Sheriff	Fund: General
Program Administrator:	Troy D. Berry, Sheriff	

Positions:	**FY18**	**FY19**	**FY20**	**FY21**	**FY22**
Title	**FTE**	**FTE**	**FTE**	**FTE**	**FTE**
Sworn Officer					
Sheriff	1.0	1.0	1.0	1.0	1.0
Lt. Colonel	0.0	1.0	1.0	1.0	1.0
Major	1.0	1.0	1.0	1.0	1.0
Captains	10.0	10.0	10.0	10.0	10.0
Lieutenant	21.0	21.0	22.0	24.0	24.0
Sergeant	47.0	47.0	47.0	45.0	45.0
Corporal	70.0	70.0	70.0	70.0	70.0
PFC, Patrolman I & II	158.0	163.0	164.0	166.0	168.0
Total Sworn Officers	308.0	314.0	316.0	318.0	320.0
Liquor board Allocated	(1.0)	(1.0)	(1.0)	(1.0)	(1.0)
Child Support	(4.0)	(4.0)	(4.0)	(4.0)	(4.0)
COPS Grant	(3.0)	(3.0)	(3.0)	(5.0)	(2.0)
Vehicle Theft Grant	(2.0)	(2.0)	(2.0)	(2.0)	(2.0)
Total Other Funding	(10.0)	(10.0)	(10.0)	(12.0)	(9.0)
Total Officers funded by General Fund	**298.0**	**304.0**	**306.0**	**306.0**	**311.0**
Office of the Sheriff					
Chief of Staff	1.0	0.0	0.0	0.0	0.0
Assistant Sheriff of Administration	1.0	1.0	1.0	1.0	1.0
General Counsel	1.0	1.0	1.0	1.0	1.0
Deputy General Counsel	1.0	1.0	1.0	1.0	1.0
Executive Office Administrator	1.0	1.0	1.0	1.0	1.0
OPR Administrator	1.0	1.0	1.0	1.0	1.0
Executive Admin Coordinator	1.0	1.0	1.0	1.0	1.0
	7.0	**6.0**	**6.0**	**6.0**	**6.0**
Patrol Division					
Administrative Associate (Patrol)	1.0	1.0	1.0	1.0	1.0
K-9 Instructor	1.0	0.0	0.0	0.0	0.0
	2.0	**1.0**	**1.0**	**1.0**	**1.0**
Executive Services Division					
Deputy Director of Planning & Accreditation	1.0	1.0	1.0	1.0	1.0
Public Relations Specialist	1.0	1.0	1.0	1.0	1.0
Media Relations Specialist	1.0	1.0	1.0	1.0	1.0
Accreditation Coordinator	0.0	1.0	1.0	1.0	1.0
Civilian Planner I-III	2.0	1.0	1.0	1.0	1.0
Grant Coordinator	1.0	1.0	1.0	1.0	1.0
Part Time	0.0	0.6	0.6	0.6	0.6
	6.0	**6.6**	**6.6**	**6.6**	**6.6**
Support Services Division - Communications					
Police Communications Supervisor	4.0	4.0	4.0	4.0	4.0
Police Communications Officer I - III	16.0	16.0	16.0	16.0	16.0
Part Time	0.9	0.9	0.9	0.9	0.9
	20.9	**20.9**	**20.9**	**20.9**	**20.9**
Support Services Division - Station Clerks					
Police Station Supervisor	4.0	4.0	4.0	4.0	4.0
Police Station Technician I - III	18.0	18.0	18.0	18.0	18.0
	22.0	**22.0**	**22.0**	**22.0**	**22.0**
Support Services Division - Records Management					
Police Records Supervisor	1.0	1.0	1.0	1.0	1.0
Deputy Director of Records Management	1.0	1.0	1.0	1.0	1.0
Police Records Tech. I - III	9.0	9.0	9.0	9.0	9.0
Part Time	0.6	0.6	0.6	0.6	0.6
	11.6	**11.6**	**11.6**	**11.6**	**11.6**

Department: Sheriff's Office 01.24.24
Division\Program: Sheriff Fund: General
Program Administrator: Troy D. Berry, Sheriff

Positions: Title	FY18 FTE	FY19 FTE	FY20 FTE	FY21 FTE	FY22 FTE
Administrative Services Division					
Deputy Director of Budgeting	1.0	1.0	1.0	1.0	1.0
Deputy Director of Accounting	1.0	1.0	1.0	1.0	1.0
Deputy Director of Human Resources	1.0	1.0	1.0	1.0	1.0
Mental Health Liaison	0.0	0.0	0.0	0.0	1.0
Budget Analyst I-II	1.0	1.0	1.0	1.0	1.0
Accounting Specialist	2.9	2.9	2.9	2.9	2.9
Accounting Clerk	0.0	0.0	1.0	1.0	1.0
Human Resources Administrator	1.0	1.0	1.0	1.0	1.0
Human Resources Generalist	2.0	2.0	2.0	2.0	2.0
Human Resources Assistant	1.0	1.0	1.0	1.0	1.0
Background/Recruitment Supervisor	1.0	1.0	1.0	1.0	1.0
Background Investigator	0.9	3.3	3.3	3.3	3.3
Background Administrative Assistant	0.0	0.8	0.8	0.8	0.8
Recruiter	0.9	0.9	0.9	0.9	0.9
Part Time	3.0	0.6	0.6	0.6	0.6
	16.7	**17.5**	**18.5**	**18.5**	**19.5**
Information Technology Division					
Director of Information Technology	1.0	1.0	1.0	1.0	1.0
Applications Manager	1.0	1.0	1.0	1.0	1.0
Systems Analyst I-III	1.0	1.0	1.0	1.0	1.0
Technical Support Manager	1.0	1.0	1.0	1.0	1.0
Network Specialist III	2.0	2.0	2.0	2.0	3.0
Systems Operations Manager	1.0	1.0	1.0	1.0	1.0
Technical Support Specialist I - II	3.0	3.0	4.0	4.0	4.0
IT Admin Support Specialist	1.0	1.0	1.0	1.0	1.0
	11.0	**11.0**	**12.0**	**12.0**	**13.0**
Training Division					
Training Coordinator - Academy	1.0	1.0	1.0	1.0	1.0
Training Specialist	1.0	1.0	1.0	1.0	1.0
Chief Firearm Instructor	0.9	0.9	0.9	0.9	1.0
Part Time - Firearm's Instructor	1.2	1.2	1.2	1.2	1.2
Part Time	3.0	2.7	2.7	2.7	2.7
	7.1	**6.8**	**6.8**	**6.8**	**6.9**
Criminal Investigation Division					
CID - Administrator	1.0	1.0	1.0	1.0	1.0
Administrative Associate (CID)	1.0	1.0	1.0	1.0	1.0
CID Technical Assistant	1.0	1.0	1.0	1.0	1.0
Fingerprint Specialist I - III	2.0	2.0	2.0	2.0	2.0
Forensic Science Deputy Director	0.0	1.0	1.0	1.0	1.0
Forensic Sci. Tech./Quality Assurance Mgr.	1.0	1.0	1.0	1.0	1.0
Forensic Science Technician I - III	2.0	2.0	2.0	2.0	2.0
Forensic Science Lab Technician	0.0	0.0	2.0	2.0	2.0
Digital Forensic Examiner	2.0	2.0	2.0	2.0	2.0
Crime Analyst	1.0	1.0	1.0	1.0	1.0
Intelligence Analyst	1.0	1.0	1.0	1.0	1.0
Victim/Witness Services Coordinator	1.0	1.0	1.0	1.0	1.0
Intelligence Analyst	1.0	1.0	1.0	1.0	1.0
Part Time	1.2	1.2	1.2	1.2	1.2
Grant Funded Positions	(1.0)	(1.0)	(1.0)	(1.0)	(1.0)
	14.2	**15.2**	**17.2**	**17.2**	**17.2**

Department: Sheriff's Office 01.24.24
Division\Program: Sheriff Fund: General
Program Administrator: Troy D. Berry, Sheriff

Positions: Title	FY18 FTE	FY19 FTE	FY20 FTE	FY21 FTE	FY22 FTE
Special Operations Division					
Community Organizer	1.0	1.0	1.0	1.0	1.0
Teen Court Coordinator	1.0	1.0	1.0	1.0	1.0
AEU Office Specialist	3.0	3.0	3.0	3.0	3.0
AEU Civilian Deputy (Special)	1.0	1.0	1.0	1.0	1.0
K-9 Instructor	0.0	1.0	1.0	1.0	1.0
Electronic Fingerprint Technician	2.0	2.0	2.0	2.0	2.0
PT - Electronic Fingerprint Technician	1.2	1.2	1.2	1.2	1.2
Part Time	1.9	0.6	0.6	0.6	0.6
Other Funding Source	(7.2)	(7.2)	(7.2)	(7.2)	(7.2)
	3.9	**3.6**	**3.6**	**3.6**	**3.6**
Special Services Division - Court Security					
Transport/Court Holding Officer (CO)	8.0	8.0	8.0	8.0	8.0
Court Security Officer (CO)	2.0	3.0	2.0	2.0	2.0
Court Security Deputy	9.0	10.6	11.6	12.6	12.6
Part Time	3.0	2.4	2.4	2.4	2.4
	22.0	**24.0**	**24.0**	**25.0**	**25.0**
Special Services Division - Judicial Services					
Warrant Specialist I - III	3.0	3.0	3.0	3.0	3.0
Civil Specialist I-II	2.0	2.0	2.0	2.0	2.0
Domestic Violence Specialist I - III	2.0	2.0	2.0	2.0	2.0
Civil Process Server Specialist	4.0	4.0	4.0	4.0	4.0
Child Support Coordinator	1.0	1.0	1.0	1.0	1.0
Child Support Civil Processor Server Specialist	1.0	1.0	1.0	1.0	1.0
Domestic Violence Coordinator	1.0	1.0	1.0	1.0	1.0
VICS Supervisor	1.0	1.0	1.0	1.0	1.0
VICS Specialist	2.0	2.0	2.0	1.0	1.0
Part Time	4.2	3.2	3.2	3.2	3.2
Part-time (VICS)	0.6	0.6	1.0	1.0	1.0
Grant Funded Positions	(3.2)	(3.2)	(3.2)	(3.2)	(3.2)
Other Funding Source (VICS)	(3.6)	(3.6)	(4.0)	0.0	0.0
	15.0	**14.0**	**14.0**	**17.0**	**17.0**
Special Services Division - Property Management					
Quartermaster	1.0	1.0	1.0	1.0	1.0
Quartermaster Specialist (I-II-III)	2.0	2.0	2.0	2.0	2.0
Fleet Technician Specialist	1.0	1.0	1.0	2.0	2.0
Fleet Manager	1.0	1.0	1.0	1.0	1.0
Fleet Technician	0.9	1.0	1.0	0.0	0.0
Fleet Maintenance Supervisor	0.0	0.9	0.9	0.9	1.0
Procurement Specialist	1.0	1.0	1.0	1.0	1.0
Property Custodian	1.0	1.0	1.0	1.0	1.0
Property Custodian Assistant	1.0	1.0	1.0	1.0	1.0
Agency Facilities Manager	0.9	0.9	0.9	0.9	0.9
Firearm Tracking Specialist	0.0	0.0	0.0	1.0	1.0
Firearms Tracking Specialist I - II	1.0	1.0	1.0	0.0	0.0
Vehicle Technology Specialist	0.0	0.0	1.0	1.0	1.0
Part Time	1.8	1.3	1.3	1.3	1.3
	12.6	**13.1**	**14.1**	**14.1**	**14.2**

Department:	Sheriff's Office	01.24.24
Division\Program:	Sheriff	Fund: General
Program Administrator:	Troy D. Berry, Sheriff	

Positions: Title	**FY18 FTE**	**FY19 FTE**	**FY20 FTE**	**FY21 FTE**	**FY22 FTE**
SWORN PERSONNEL:					
General Funded	298.0	304.0	306.0	306.0	311.0
Grant/Other Funding	10.0	10.0	10.0	12.0	9.0
Total Sworn Personnel:	**308.0**	**314.0**	**316.0**	**318.0**	**320.0**
CLASSIFIED PERSONNEL:					
General Funded	171.9	173.3	178.3	182.4	184.6
Grant/Other Funding	15.0	15.0	15.4	11.4	11.4
Total Classified Personnel:	**187.0**	**188.4**	**193.8**	**193.8**	**196.0**
TOTAL PERSONNEL					
Full-time	472.3	485.1	492.1	494.1	498.4
Part-time	22.7	17.3	17.7	17.7	17.7
Total:	**495.0**	**502.4**	**509.8**	**511.8**	**516.0**

Part-time FTE is based on an annual work year of 1950 or 2080 hours, depending on position.
Crossing Guard part-time salaries are excluded.

Goals & Objectives:

Office of the Sheriff

Goal: Provide resiliency and wellness to agency employees.
Objective: The development of a resiliency and wellness program will provide agency employees with needed resources to ensure they can perform at high optimal and professional levels.

Goal: Have the ability to monitor and track agency vehicles with GPS.
Objective: This capability would provide the ability to better monitor the Agency's asset, will provide the ability to prove or disprove certain allegations, and would provide ability to send necessary aid to officers in emergency situations.

Office of Professional Responsibility

Goal: Add one (1) sworn Sergeant to Office of Professional Responsibility (OPR).
Objective: To give the Agency broader police accountability and keep up with the ever growing authorized size of the Agency.

Goal: Integrate Blue team/IAPro System with Time Clock Plus.
Objective: To enable OPR to monitor the early warning system through one system.

Administrative Services Division

Goal: Shorten the length of time to process and approve requisitions for services and equipment. Decrease the chances of a requisition being misplaced or lost within the approval process.
Objective: Develop and implement requisition software.

Goal: Provide adequate administrative staffing for the Pre-Employment/Recruiting Section.
Objective: Upgrade current Pre-Employment Assistant position from FTRH to Full Time.

Goal: To convert our current paper file system of personnel files into an electronic searchable format for quick retrieval and the conversion of our current paper files to an electronic format.
Objective: Provide staff training to conduct structured interviews. Provide a structured interview process for applicants. Will be a benchmark process and Equal Employment Opportunity Coordinator compliant. The same as our promotional process interviews conducted by IACP.

Goal: Create an Employee Referral Bonus Program to assist in our recruiting efforts.
Objective: Design an Employee Referral Bonus Program.

Executive Services Division

Goal:	Optimize operational efficiency and organized structure in the Media Relations Office. Manage day-to-day operations of the section and provide oversite to the employees assigned to ensure goals and objectives are met.
Objective:	Hire Deputy Director of the Media Relations Section.
Goal:	Address the increasing demand the agency has for the development of graphics with items such as flyers, special events, Fair displays, vehicles, recruitment, social media and media publications.
Objective:	Upgrade the Special Projects Coordinator position to FTRH.
Goal:	Conduct forms audit and develop paperless process.
Objective:	Develop a plan for conducting a new forms audit utilizing input from Agency personnel.
Goal:	Create paperless filing system.
Objective:	Work closely with IT to procure a high powered scanner.

Patrol Division

Goal:	Provide necessary staffing to the current Patrol Division schedule to maximize the division's ability to be more proactive in their policing.
Objective:	Hire five (5) Patrol officers.
Goal:	Increase the quality of photographic evidence.
Objective:	Purchase cameras for supervisors.
Goal:	Create a tracking system of Agency property to be used by the Patrol Division.
Objective:	Procure three electronically controlled key distribution boxes.

Support Services Division

Goal:	Enhance security at the District 1 Station.
Objective:	Update the security cameras and monitoring system.
Goal:	Place a high priority on training for new hires and existing police communications dispatchers (PCO) with an emphasis on continuing education, certifications, supervision, and leadership.
Objective:	Hire one (1) Civilian Communications Training Coordinator.
Goal:	Improve the health, well being, and work performance of the PCO in their work environment.
Objective:	Procure six (6) new 24/7 chairs.
Goal:	Improve the work performance and efficiency of the Station Clerks working at the District I call center.
Objective:	Procure six (6) new workstations
Goal:	Provide assistance to the commander of communications in the day-to-day operations of a section with just under 40 employees.
Objective:	Transfer a sworn officer at the rank of Sergeant to the Communications Section.
Goal:	Provide 24-hour service at District II.
Objective:	Hire four (4) Full Time Station Clerks.

Department:	Sheriff's Office	01.24.24
Division\Program:	Sheriff	Fund: General
Program Administrator:	Troy D. Berry, Sheriff	

Criminal Investigations Division

Goal:	Increase the surveillance capabilities of the Narcotics Enforcement Section by building out a purpose built surveillance vehicle with hidden cameras, front, rear, and side video capabilities.
Objective:	This type of buildout will be conducted by members of the Alcohol, Tobacco, Firearms and Explosive organization who have the expertise and knowledge with this type of buildout.
Goal:	Increase the surveillance capabilities of the Narcotics Enforcement Section by adding lease vehicles for the remaining detectives not currently part of the vehicle leasing program.
Objective:	Procure additional lease vehicles
Goal:	Continue the anonymity and increase the safety of detectives and civilian employees in the Narcotics Enforcement Section.
Objective:	The need and priority for this request is being pushed to the forefront by the fact that the new Amazon Warehouse and Distribution Facility is moving in next to the current office.
Goal:	Enhance the recordings in all detectives vehicles in the Persons and Property Section.
Objective:	Installation of the in-car camera systems for all detectives vehicles.
Goal:	Increase the availability of the Intelligence Section staff, increase communication and information sharing between Homeland Security and Intelligence Section and the Corrections Division Gang Intelligence officer, and allow for the investigation of criminal allegations related to Homeland Security (e.g. local businesses funding terrorism).
Objective:	Hire one sworn officer to the Homeland Security and Intelligence Section.
Goal:	Prevent cyber attacks on the administrative computers and make the Lab more efficient.
Objective:	Procure new computers which will allow software updates.
Goal:	Improve administrative efficiency of the Forensic Science Section (FSS) by assigning administrative duties through a single administrative coordinator.
Objective:	Hire an Administrative Coordinator full time.

Special Operations Division

Goal:	Administer and coordinate the Charles County Tow program.
Objective:	Hire one Special Sworn Officer.
Goal:	Provide safe and functional traffic control at large scale events and major crash scenes.
Objective:	Procure high visibility cones and barrels with reflective striping.
Goal:	Modernize the Alcohol Enforcement Unit.
Objective:	Procure software to support and automate alcohol inspections/investigations.
Goal:	Create the School Resources Section.
Objective:	Assign a Lieutenant and Sergeant to new section.
Goal:	Ensure the Emergency Services Team is properly trained and prepared to handle Hostage/Barricade situations, warrant services and other serious incidents involving special equipment and training.
Objective:	Identify and attend training related to tactics, marksmanship and hostage rescue.

Information Services Division

Goal:	Maintain fewer disruptions to the critical criminal information database.
Objective:	Hire one CAD/RMS Specialist.
Goal:	Support for the newly adopted systems to include the OMNI Printing System (Print Anywhere), Intel Unite System (conference room technology), ERPO tracking system (Legal), E-Search Warrant Tracking System (CID), FMLA Tracking System (HR), Homeland Security Data Management, Time Clock Plus technical support, and the Guardian handheld scanning system (Corrections).
Objective:	Hire one full time Systems Administrator.

Department:	Sheriff's Office	01.24.24
Division\Program:	Sheriff	Fund: General
Program Administrator:	Troy D. Berry, Sheriff	

Goal: Upgrade the current UPS system at District 1 which is currently running at an average of 85-90%.
Objective: Upgrade in anticipation of mandatory Body Worn Cameras.

Goal: Improve the quality and availability of network connectivity to satellite locations.
Objective: Replace old VPN equipment with upgraded hardware.

Goal: Capture and record the facts of any situation which an officer faces.
Objective: Implement Body Worn Cameras, storage and personnel to support project.

Training Division

Goal: Improve officers driving abilities in a number of stressful situations and driving conditions.
Objective: Procure the most realistic law enforcement driving simulator.

Goal: To provide needed equipment in order to maintain the taser program.
Objective: Annually purchase tasers, cartridges and holsters to maintain the taser program.

Goal: Enhance the Cadet Program.
Objective: Hire four CADET Positions.

Special Services Division:

Goal: Have an operational fleet with reliable vehicles to provide service to the citizens of Charles County.
Objective: Purchase replacement vehicles.

Goal: Allow the Agency the ability to pick up and move disabled Agency vehicles, recover large, heavy items and/or evidence, and give Feet personnel the ability to move disabled vehicles at impound.
Objective: Procure a Tow Truck.

Goal: Provide quality service and meet increasing demands upon the Fleet Maintenance shop.
Objective: Upgrade FTRH Fleet Maintenance Supervisor to Full Time.

Goal: Provide a secure officer station in each courtroom and in the lower and upper hallway of the Circuit Court.
Objective: Procure podiums.

Goal: Provide the necessary tools for Court Security Officers to handle critical incidents at the courthouse.
Objective: Procure a breaching kit.

Objectives & Measurements:	**CY16 Official**	**CY17 Official**	**CY18 Official**	**CY19 Official**	**CY20 Official**
Uniform Crime Report					
Murder	8	8	11	5	16
Rape	38	38	48	64	47
Robbery	126	109	111	118	83
Aggravated Assault	356	342	440	352	349
Breaking & Entering	344	365	223	284	244
Larceny	1,803	1,836	1,809	1,778	1,417
Motor Vehicle Theft	158	151	160	151	187
Total	2,833	2,849	2,802	2,752	2,343
- Police Calls for Service	253,472	256,984	235,604	249,863	172,115
Population	157,430	159,700	161,503	163,257	164,039
- Police Call for Service Per Capita	1.6	1.6	1.5	1.5	1.1
# of Sworn Officers	302	307	308	314	314
- Police Calls for Service per Officer	828	837	765	796	548
Volunteers in Community Service					
Registered	1,587	1,014	792	145	81
Referred	1,907	1,227	761	164	84

Department: Sheriff's Office 01.24.37
Division\Program: Corrections Fund: General
Program Administrator: Troy D. Berry, Sheriff

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Personal Services	$10,123,880	$10,944,900	$10,514,900	$11,112,900	$168,000	1.5%
Fringe Benefits	4,072,394	4,807,800	4,613,000	4,679,100	(128,700)	-2.7%
Operating Costs	3,724,996	4,117,700	4,954,800	4,204,800	87,100	2.1%
Capital Outlay	405,612	155,000	47,300	80,900	(74,100)	-47.8%
Total Expenditures	$18,326,882	$20,025,400	$20,130,000	$20,077,700	$52,300	0.3%
Revenues	$188,065	$250,400	$182,900	$182,900	($67,500)	-27.0%

Changes and Useful Information:

- The **Personal Services** and **Fringe Benefits** were adjusted for turnover and include approved salary increases.
- **Operating Costs** increase is due to anticipated cost in Medical Contracts.
- The **Capital Outlay** funding is for equipment that exceeds $5,000 and includes the replacement of a live scan fingerprint machine.
- **Revenues** associated with this program are from State Aid for Transportation, State Aid for Inmate Operating, and Room & Board Reimbursement.

Description:

The Charles County Detention Center is a secure facility for incarcerated adults that opened in 1995 and stretches 135,000 feet with 203 cells. An annex that houses work release sits adjacent to the main facility. The Corrections Division is responsible for maintaining custody and security of inmates and also offers a variety of programs to reduce recidivism and help inmates re-enter society as more productive citizens.

Positions: Title	FY18 FTE	FY19 FTE	FY20 FTE	FY21 FTE	FY22 FTE
Correctional Officers					
Director	1.0	1.0	1.0	1.0	1.0
Deputy Director	1.0	1.0	1.0	1.0	1.0
Captain	3.0	3.0	3.0	3.0	3.0
Lieutenant	10.0	10.0	10.0	10.0	10.0
Sergeant	16.0	16.0	16.0	16.0	16.0
Corporal	22.0	22.0	22.0	22.0	22.0
Corr. Officer - First Class, II & I	90.0	94.0	94.0	94.0	94.0
Total Correctional Officers	143.0	147.0	147.0	147.0	147.0
Civilians					
Administrative Associate (CCDC)	1.0	1.0	1.0	1.0	1.0
Corrections Office Associate	1.0	1.0	1.0	1.0	1.0
Inmate Accounting Specialist II	1.0	1.0	1.0	1.0	1.0
Work Release Investigator	1.0	1.0	1.0	1.0	1.0
CPU Supervisor	1.0	1.0	1.0	1.0	1.0
CPU Specialist I - III	5.0	5.0	5.0	5.0	5.0
Part Time	2.6	2.6	1.6	1.6	1.6
Total Civilians	12.6	12.6	11.6	11.6	11.6
Total Full Time Equivalent	**155.6**	**159.6**	**158.6**	**158.6**	**158.6**
Allocated to VICS Program*	(0.4)	(0.4)	(0.4)	(0.4)	(0.4)
Net Cost to General Fund	**155.1**	**159.1**	**158.2**	**158.2**	**158.2**

* The VICS program was moved from Corrections to under Sheriff: Special Services Division – Judicial Services

Department:	Sheriff's Office	01.24.37
Division\Program:	Corrections	Fund: General
Program Administrator:	Troy D. Berry, Sheriff	

Goals & Objectives:

Mission Statement

The Sheriff of Charles County is responsible for protecting all citizens of Charles County by providing a secure holding facility for persons legally confined in the County. The Corrections Division shall provide for the safety of the inmates, staff and citizens by maintaining a humane living and working environment at the Detention Center in accordance with Federal and State regulations. The facility will operate based on the following principles:

- the physical, emotional, and psychological well-being of inmates of prime concern
- a variety of programs are provided to aid interested inmates with their reintegration process

In order to meet these goals, a sufficient number of trained staff are provided to maintain the operation of the facility. The administration and staff are dedicated to providing a correctional program that meets applicable County, State, and Federal standards. Concerted efforts will be made to ensure the inmate's human rights and dignity are not violated. The staff will be firm, fair and above all consistent in dealing with inmates.

These goals can be achieved through a cohesive staff effort and enthusiastic support of correctional programs.

Goal:	Add seven (7) correctional officers to the Custody and Security Section (Medical Post and Intake Post).
Objectives:	Recruit and hire qualified new officers. Implement the new posts into the daily post assignments. Revise CCDC policy for the new posts.
Goal:	Optimize the supervisor to subordinate ratio in the Custody and Security Section.
Objectives:	Upgrade 4 PINs to corporal positions.
Goal:	Completely furnish the newly constructed intake/records area.
Objectives:	Construction is to be completed on building in early FY2022.
Goal:	Replace the End of Life Live Scan Fingerprint machine.
Objectives:	N/A
Goal:	To improve and expand inmate reentry services to meet the requirements of the Justice Reinvestment Act.
Objectives:	Hire and retain a Reentry Coordinator in the Classification Unit whose sole focus would free up time for the Classification Management Specialists to focus on management of the inmate population in other areas.
Goal:	Improve efficiency in the Central Processing Unit to meet growing workload demands and to retain CPU Specialists.
Objectives:	Upgrade two (2) part time CPU Specialists positions in the Central Processing Unit to full time reduced hour positions.

Objectives & Measurements:

	FY18 Actual	FY19 Actual	FY20 Actual	FY21 Projected	FY22 Estimated
Average Daily Population	335	255	197	245	230
Prisoners Transported	10,596	8,920	5,554	8,910	6,500
# of Prisoner Transports	2,936	2,575	1,481	2,565	2,000
Transport Miles	66,157	57,676	44,640	57,666	50,000
Inmates Processed	2,741	2,503	1,696	2,493	2,100
Work Release Inmates	467	309	156	299	220
Total Drug Screening	1,013	809	541	799	650
Emergency Response Team Responses	237	194	209	184	200
Bookings	8,154	7,485	5,745	7,475	6,500

Public Safety

Department: Sheriff's Office 01.24.85
Division\Program: Automated Enforcement Unit (AEU) Fund: General
Program Administrator: Troy D. Berry, Sheriff

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Personal Services	$147,905	$182,300	$193,700	$199,100	$16,800	9.2%
Fringe Benefits	55,148	70,100	74,200	74,700	4,600	6.6%
Operating Costs	1,815,783	1,717,100	1,845,100	1,845,100	128,000	7.5%
Total Expenditures	$2,018,837	$1,969,500	$2,113,000	$2,118,900	$149,400	7.6%
Revenues	$2,931,200	$3,120,000	$2,923,000	$2,923,000	($197,000)	-6.3%

Changes and Useful Information:

- The Automated Enforcement Unit consists of both the Red Light Camera and Speed Camera programs.
- **Personal Services** and **Fringe Benefits** includes the approved salary increases.
- **Operating costs** were adjusted to current activity for contract services and credit card processing.
- **Revenues** represent the fines collected for the Red Light Camera and Speed Camera programs.

Description:

Red Light Camera

The red light camera program was initially implemented in an effort to reduce the number of red light runners. Traffic safety is the Sheriff's Office main goal behind the cameras. The program is designed to lower the collision rate at the designated intersections, and increase the compliance with the law that requires drivers to stop at red lights. The cameras are positioned near a stop light and linked to the timing of the light. A car that continues through the light after it turns red is photographed. A $75 civil citation is issued to the red light violator.

Speed Camera

The speed camera program was implemented in an effort to reduce speeders in school zones. Child safety is a high priority in Charles County. The Sheriff's Office believes the cameras have the potential to be effective in reducing the number of speeders. A $40 civil citation is issued to the speed camera violator.

Positions:	FY18	FY19	FY20	FY21	FY22
Title	FTE	FTE	FTE	FTE	FTE
AEU Supervisor - Civilian	1.0	1.0	1.0	1.0	1.0
AEU Office Specialist	2.0	2.0	2.0	2.0	2.0
AEU Civilian Deputy (Special)	1.0	1.0	1.0	1.0	1.0
Part Time - Red Light Technician	0.6	0.0	0.0	0.0	0.0
Total Full Time Equivalent	**4.6**	**4.0**	**4.0**	**4.0**	**4.0**

Objectives & Measurements:	FY18 Actual	FY19 Actual	FY20 Actual	FY21 Projected	FY22 Estimated
Number of Red Light Citations Issued:	26,349	26,291	25,505	28,921	30,368
Number of Speed Camera Citations Issued:	38,475	36,764	31,576	60,380	42,279

Department: Sheriff's Office 01.24.99
Division\Program: Fingerprinting Services Fund: General
Program Administrator: Troy D. Berry, Sheriff

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Personal Services	$102,434	$117,900	$117,700	$121,500	$3,600	3.1%
Fringe Benefits	20,271	23,600	24,100	24,200	600	2.5%
Operating Costs	122,149	177,700	174,100	174,100	(3,600)	-2.0%
Total Expenditures	$244,855	$319,200	$315,900	$319,800	$600	0.2%
Revenues	$191,100	$290,000	$290,000	$290,000	$0	0.0%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** increase includes the approved salary increases.
- **Operating Costs** decrease is due to one time equipment cost in FY2021.
- **Revenues** have been revised to reflect current revenue collections.

Description:

The Live Scan fingerprinting technology replaces the current rolling process using ink. Live Scan reduces many of the problems associated with ink prints, such as smudging, smearing and over or under inking. A major benefit of the Live Scan is the processing speed for returning requested background information on the individual. Depending on the type of fingerprint check the cost from the State, along with the agency's cost can vary from $20 to $55.

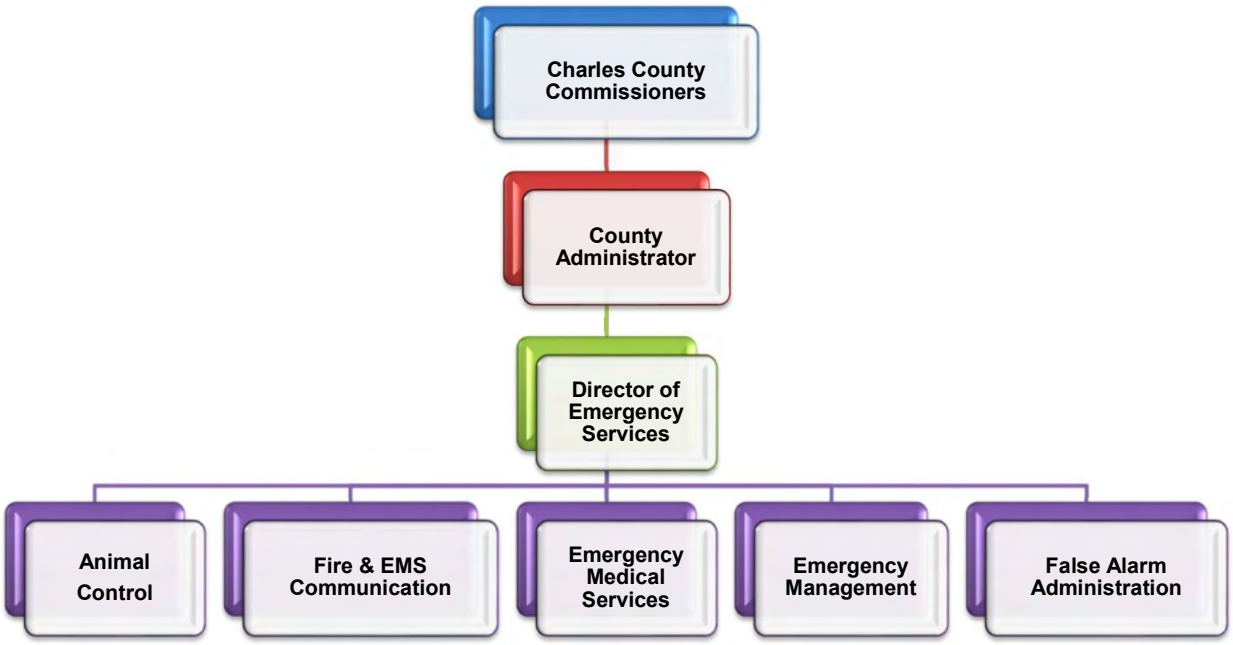
Positions:	FY18	FY19	FY20	FY21	FY22
Title	FTE	FTE	FTE	FTE	FTE
Electronic F.P. Technician	2.0	2.0	2.0	2.0	2.0
Part Time	1.2	1.2	1.2	1.2	1.2
Total Full Time Equivalent	**3.2**	**3.2**	**3.2**	**3.2**	**3.2**

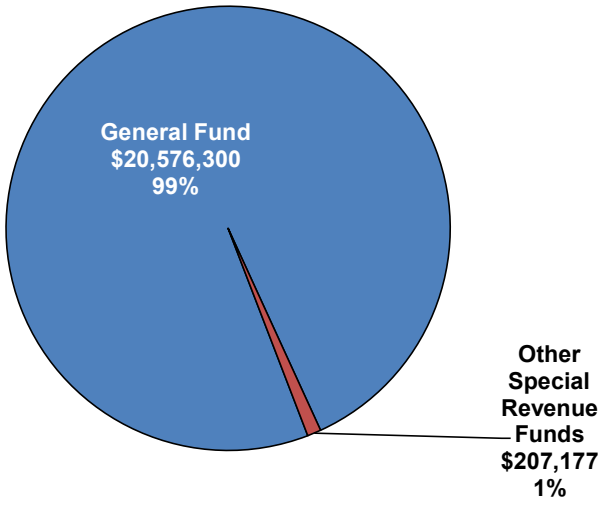
Objectives & Measurements:	FY18 Actual	FY19 Actual	FY20 Actual	FY21 Projected	FY22 Estimated
Number of Fingerprint cards processed:	9,005	6,813	4,165	7,200	7,301

Public Safety - Emergency Services Summary

Michelle Lilly, Director of Emergency Services — 301-609-3401
Address: 10425 Audie Ln., La Plata, MD 20646 — 8:00 a.m.-4:30 p.m. M-F
www.charlescountymd.gov/services/emergency-services

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Personal Services	$10,956,072	$12,311,700	$13,774,800	$13,206,700	$895,000	7.3%
Fringe Benefits	3,135,497	3,522,800	4,038,500	4,246,900	724,100	20.6%
Operating Costs	2,598,809	3,054,600	3,212,500	3,037,700	(16,900)	-0.6%
Transfers Out	84,956	85,500	85,000	85,000	(500)	-0.6%
Capital Outlay	58,768	75,000	0	0	(75,000)	-100.0%
Total Expenditures	$16,834,102	$19,049,600	$21,110,800	$20,576,300	$1,526,700	8.0%
Revenues	$7,029,863	$6,790,300	$6,797,500	$6,797,500	$7,200	0.1%
Total Expenditures as % of Budget:	**4.1%**	**4.4%**	**4.5%**	**4.6%**		

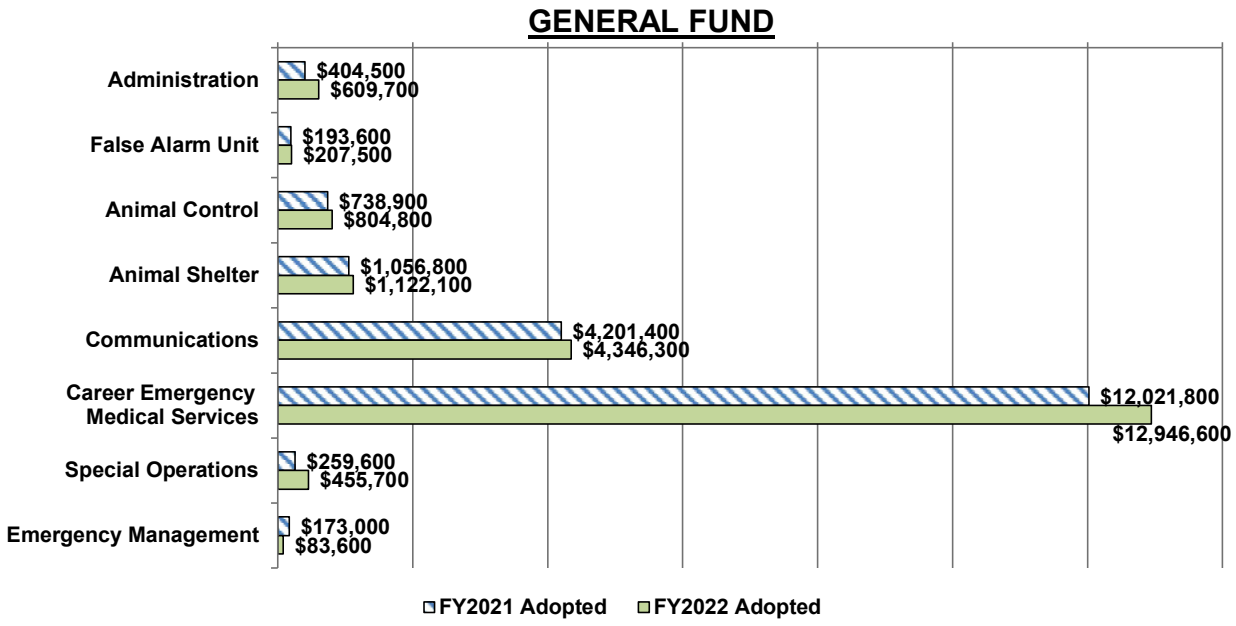




TOTAL FY2022 DEPARTMENT BUDGET
$20,783,477
(Totals for funds other than the General Fund exclude transfers-in from the General Fund)

As indicated by the graph, the Department of Emergency Services is mostly funded by the General Fund.

Emergency Services Expenditure and Objectives & Measurements



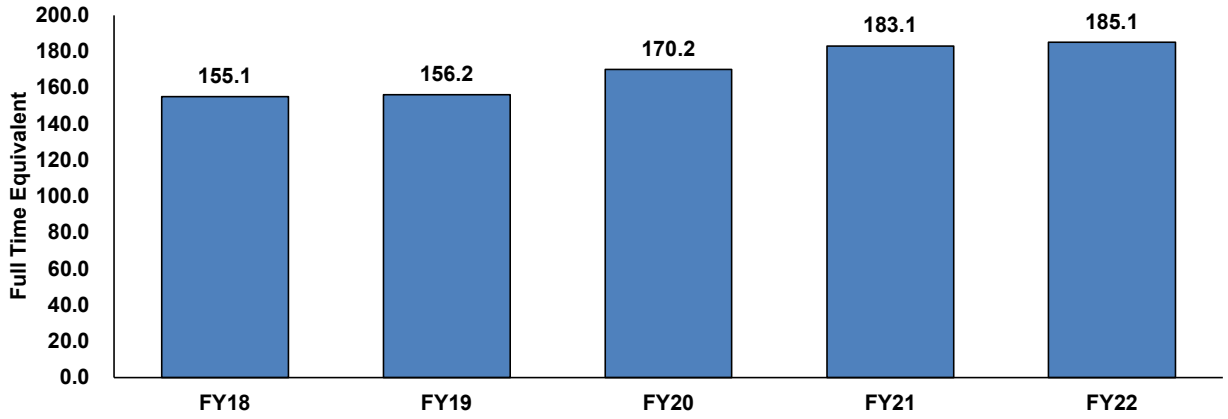
Objectives & Measurements:	**FY18 Actual**	**FY19 Actual**	**FY20 Actual**	**FY21 Projected**	**FY22 Estimated**
False Alarm Reduction Unit: To maximize public awareness of false alarm issues and reduce their impact on our local emergency response personnel (Police, Fire and Emergency Medical Services).					
Ratio of False Alarms per Registered User	0.30	0.28	0.26	0.26	0.26
• Achieves Commissioners 2019-2021 Goals and Objectives: Goal 5: Quality of Life, Public Safety					
Animal Shelter: Improve ratio of live releases of Adoptable/Rescuable/Reclaimable Animals (ARRA) to total intakes.					
Dogs	2150-87%	1899-84%	1717 - 87%	1701 - 87%	1687 - 88%
Cats	2082-62%	2012-65%	1822 - 65%	1797 - 67%	1750 - 68%
Other	534-99%	462-99%	354 - 98%	325 - 99%	320 - 99%
Total	4766-75%	4373-75%	3893 - 76%	3823 -78%	3757 - 78%
• Achieves Commissioners 2019-2021 Goals and Objectives: Goal 5: Quality of Life, Public Safety					
Fire/EMS Communications: Ensure that calls are processed and dispatched within two (2) minutes or less ninety percent (90% of the time).					
Number of 911 Calls Received	85,000	82,000	73,700	85,000	85,000
Percent 911 Calls Dispatched < 2 mins	81%	61%	65%	65%	70%
• Achieves Commissioners 2019-2021 Goals and Objectives: Goal 5: Quality of Life, Public Safety					
Emergency Medical Services: Countywide EMS Fiscal Transports.					
Responses by Career EMS	18,153	18,628	18,483	19,500	20,000
Responses by Volunteer Companies	8,782	8,893	8,229	7,500	7,500
Responses by Mutual Aid Partners	944	1,173	1,158	1,000	1,100
Total Number of Responses	27,879	28,694	27,870	28,000	28,600
Percent of Responses by Career EMS	65%	65%	66%	70%	70%
Transports by Career EMS	9,184	9,334	9,110	10,000	10,250
Transports by Volunteer Companies	3,662	3,541	3,177	2,800	2,800
Transports by Mutual Aid Partners	429	821	511	600	625
Total Number of Transports*	13,275	13,696	12,798	13,400	13,675
Percent of Transports by Career EMS	69%	68%	71%	75%	75%
			*COVID	*COVID	

*Total Number of Transports data includes both ALS and BLS patient transports.

• Achieves Commissioners 2019-2021 Goals and Objectives: Goal 5: Quality of Life, Public Safety

Emergency Services Staffing History

Staffing History



Positions by Program:	FY18	FY19	FY20	FY21	FY22
Administration	3.3	4.3	4.3	4.5	5.5
False Alarm Reduction Unit (FARU)	2.0	2.0	2.0	2.0	2.0
Animal Control	6.0	6.0	6.0	6.0	7.0
Animal Shelter	17.2	17.2	17.2	17.2	17.2
Fire/EMS Communications	31.7	31.7	36.7	36.7	36.7
Career Emergency Medical Services	92.1	92.1	101.1	114.1	113.1
Special Operations	1.7	1.7	1.7	1.7	2.7
Emergency Management	1.2	1.2	1.2	1.0	1.0
Total Full Time Equivalent	**155.1**	**156.2**	**170.2**	**183.1**	**185.1**

Public Safety

Department: Emergency Services 01.26.06
Division\Program: Administration Fund: General
Program Administrator: Michelle Lilly, Director of Emergency Services
www.charlescountymd.gov/services/emergency-services

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Personal Services	$310,842	$307,600	$391,000	$342,500	$34,900	11.3%
Fringe Benefits	70,302	78,100	185,700	164,700	86,600	110.9%
Operating Costs	18,119	18,800	30,700	17,500	(1,300)	-6.9%
Transfers Out	0	0	85,000	85,000	85,000	New
Total Expenditures	$399,263	$404,500	$692,400	$609,700	$205,200	50.7%
Revenues	$343,873	$241,000	$264,000	$264,000	$23,000	9.5%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the reallocation of the Deputy Director position to this division and the approved salary increases. Partially offsetting these increases is the grant allocation that was previously accounted for in the Emergency Management Division in the General Fund being reallocated to this division and turnover.

  - A new Health and Safety Officer position was approved for FY2022. This position will focus on specialized Emergency Services safety and health issues with the intent to save not only personnel injuries but also lower the overall cost of "on
- **Operating Costs** decrease is due to adjusting various accounts based on activity.
- The **Transfers Out** budget is the County's local match for the Emergency Management Performance Grant which was moved from the Emergency Management Division in the General Fund.
- **Revenues** represent income from Tower Rental which has been updated to recent trends.

Description:

The Department of Emergency Services provides eight (8) distinct areas of service for Charles County:

1.) The management and direction of the Charles County Emergency Management Division.
2.) The management and direction of the Charles County 911 Communications Division.
3.) The management and direction of the Charles County Emergency Medical Services Division.
4.) The management and direction of the Charles County Animal Control Division, and the Tri-County Animal Shelter.
5.) The management and direction of the Charles County False Alarm Reduction Unit.
6.) Liaison and coordination with the Maryland Emergency Management Agency and Governor's Office of Homeland Security in matters related to planning, preparedness, response, recovery and mitigation for domestic preparedness incidents impacting Homeland Security.
7.) The management and direction of planning, prevention, response, recovery, and mitigation activities related to Weapons of Mass Destruction and industrial/transportation hazardous materials incidents.
8.) Provide support of and technical consultation to the Charles County Board of Fire & Rescue.

Positions:

Title	FY18 FTE	FY19 FTE	FY20 FTE	FY21 FTE	FY22 FTE
Director of Emergency Services	1.0	1.0	1.0	1.0	1.0
Deputy Director of Emergency Services	0.0	0.0	0.0	1.0	1.0
Health and Safety Officer	0.0	0.0	0.0	0.0	1.0
Assistant to the Director	1.0	1.0	1.0	1.0	1.0
DES Program Support Specialist	0.0	1.0	1.0	1.0	1.0
Part Time	1.3	1.3	1.3	1.3	1.3
Total Full Time Equivalent	**3.3**	**4.3**	**4.3**	**5.3**	**6.3**
Allocated to Special Revenue	0.0	0.0	0.0	(0.8)	(0.8)
Net Cost to General Fund	**3.3**	**4.3**	**4.3**	**4.5**	**5.5**

Department: Emergency Services 01.26.151
Division\Program: False Alarm Reduction Unit (FARU) Fund: General
Program Administrator: Sherry Herd, Alarm Reduction Unit Administrator
www.charlescountymd.gov/services/false-alarm-reduction-unit-faru

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Personal Services	$121,069	$120,600	$128,700	$130,400	$9,800	8.1%
Fringe Benefits	32,819	34,300	36,800	37,100	2,800	8.2%
Operating Costs	34,677	38,700	40,000	40,000	1,300	3.4%
Total Expenditures	$188,564	$193,600	$205,500	$207,500	$13,900	7.2%
Revenues	$519,268	$552,500	$517,500	$517,500	($35,000)	-6.3%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** increase includes the approved salary increases.
- **Operating Costs** includes additional funding for the anticipated increase for software maintenance fees and credit card processing activity.
- **Revenues** represent fees and penalties from the False Alarm program and have been adjusted based on activity.

Description:

Charles County police, fire and emergency medical services personnel respond to over 8,000 false alarms each year. It is estimated that Charles County's false alarm response rate has resulted in the waste of approximately 4,000 emergency personnel man hours and many thousands of dollars annually.

These unfounded alarm calls reduce the effectiveness of our emergency services and undermine their ability to respond to legitimate, critical calls. Charles County False Alarm Ordinance No. 98-48 was adopted on June 1, 1998 by the Charles County Commissioners to address this abuse and waste of emergency resources and to reduce unnecessary safety risks posed to County emergency response personnel and citizens during a false alarm response.

The False Alarm Reduction Unit (FARU) of the Charles County Department of Emergency Services was created to administer False Alarm Ordinance No. 98-48. The FARU's main function is to reduce the number of false alarms to which police, fire and emergency medical services respond to each year. The FARU:

- licenses alarm companies;
- registers alarm users;
- sends notification of false alarms and levies civil monetary penalties for excessive false alarms to alarm users;
- provides advance notification to alarm users and alarm companies of applicable registration renewal dates;
- ensures that appropriate inspections and upgrades of alarm systems occur;
- administers the False Alarm Appeals Process;
- develops and administers a public information program to educate alarm system users on provisions of the False Alarm Ordinance and the proper maintenance and use of alarm systems;
- assist in the goal to reduce false alarms in Charles County.

Positions:

Title	FY18 FTE	FY19 FTE	FY20 FTE	FY21 FTE	FY22 FTE
Emergency Services Billing Manager	1.0	1.0	1.0	1.0	1.0
FARU Specialist	1.0	1.0	1.0	1.0	1.0
Total Full Time Equivalent	**2.0**	**2.0**	**2.0**	**2.0**	**2.0**

Department: Emergency Services 01.26.27
Division\Program: Animal Control Fund: General
Program Administrator: Edward Tucker, Chief of Animal Control
www.charlescountymd.gov/services/animal-care-control

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Personal Services	$451,770	$470,000	$521,900	$515,100	$45,100	9.6%
Fringe Benefits	151,343	151,600	176,800	171,200	19,600	12.9%
Operating Costs	100,303	117,300	181,500	118,500	1,200	1.0%
Total Expenditures	$703,416	$738,900	$880,200	$804,800	$65,900	8.9%
Revenues	$23,593	$32,500	$29,000	$29,000	($3,500)	-10.8%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the approved salary increases as well as a new Animal Control Officer position to augment the current staffing to cover the division in a more efficient manner and to provide additional support for covering calls which are received 24 hours a day, 365 days a year.
- **Operating Costs** increase provides funds for the new Animal Control Officer position.
- **Revenues** represent animal licenses and dog fines and have been adjusted based on activity.

Description:

Animal Control Officers are sworn Peace Officers commissioned by The Charles County Commissioners under the authority of the Annotated Code of Maryland. A synopsis of the primary duties and responsibilities that a Charles County Animal Control Officer follows:

- Enforcement of all County and State Laws, Ordinances and Regulations relevant to domestic animals including livestock and wild animals kept in captivity. This is to include criminal animal cruelty investigations on these types of animals.
- Provide 24 hour emergency services for the rescue of injured animals and public safety situations, 365 days a year.
- Issue citations for violations of animal regulations, prepare and file applications for charging document with the District Court Commissioner, serve and respond to Court and Animal Matters Board meetings and summonses.
- Chemically tranquilize and impound animals posing a threat to public safety that cannot be captured by more conventional means.
- Conduct inspections of and issue licenses to all Commercial Animal Establishments in Charles County.
- Perform vehicular and foot patrols in the performance of these duties, responding to over 6,000 calls per year.
- Conduct periodic Rabies Vaccination clinics to assist in controlling the spread of Rabies through the domestic pet population.

Positions: Title	FY18 FTE	FY19 FTE	FY20 FTE	FY21 FTE	FY22 FTE
Chief of Animal Control Services	1.0	1.0	1.0	1.0	1.0
Animal Control Officer	4.0	4.0	4.0	4.0	5.0
Animal Care Support Specialist	1.0	1.0	1.0	1.0	1.0
Total Full Time Equivalent	**6.0**	**6.0**	**6.0**	**6.0**	**7.0**

Department: Emergency Services 01.26.28
Division\Program: Animal Shelter Fund: General
Program Administrator: Kim Stephens, Animal Shelter Supervisor
www.charlescountymd.gov/services/animal-care-control/tri-county-animal-shelter

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Personal Services	$578,060	$652,600	$710,500	$700,700	$48,100	7.4%
Fringe Benefits	204,838	219,900	251,700	237,100	17,200	7.8%
Operating Costs	143,452	184,300	186,400	184,300	0	0.0%
Total Expenditures	$926,350	$1,056,800	$1,148,600	$1,122,100	$65,300	6.2%
Revenues	$470,555	$545,300	$432,900	$432,900	($112,400)	-20.6%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the approved salary increases.
- The FY2022 **Revenues** assumes costs will be shared equally between the Charles and St. Mary's Counties for the majority of the year.

Description:

The County Animal Shelter serves over 270,000 citizens of Charles and St. Mary's Counties. These two counties consist of 815 square miles. Approximately 6,000 animals were received by the County Animal Shelter in FY2020. The County Animal Shelter receives stray and unwanted domestic animals of all types. The Shelter attempts to ascertain the identity of the owner of the stray animals so that they can be re-united. Qualifying unclaimed and relinquished owned animals may then be placed up for adoption or rescue in accordance with State, County and Shelter regulations. The County Animal Shelter may euthanize aggressive, unwanted, injured, or diseased animals. The County Animal Shelter also acts as the bite exposure quarantine center for rabies observation. In this aspect, the Shelter holds animals under the guidelines of the Health Departments and if deemed a necessity will euthanize suspected carriers of rabies for testing at State labs.
The County Animal Shelter shall provide humane treatment of all animals, at all times, under its care. All citizens coming in contact with the County Animal Shelter shall be treated with courtesy and consideration.

Positions: Title	FY18 FTE	FY19 FTE	FY20 FTE	FY21 FTE	FY22 FTE
Animal Shelter Manager	1.0	1.0	1.0	1.0	1.0
Animal Shelter Supervisor	1.0	1.0	1.0	1.0	1.0
Animal Shelter Attendant	7.0	7.0	7.0	7.0	7.0
Animal Shelter Technician	3.0	3.0	3.0	3.0	3.0
Animal Control Database Specialist	1.0	1.0	1.0	1.0	1.0
Animal Shelter Clerk	1.0	1.0	1.0	1.0	1.0
Part-time Positions	3.8	3.8	3.8	3.8	3.8
Total Full Time Equivalent	**17.8**	**17.8**	**17.8**	**17.8**	**17.8**
Allocated to Special Revenue	(0.6)	(0.6)	(0.6)	(0.6)	(0.6)
Net Cost to General Fund	**17.2**	**17.2**	**17.2**	**17.2**	**17.2**

Department: Emergency Services 01.26.29
Division\Program: Fire/EMS Communications Fund: General
Program Administrator: Jeff Clements, Chief of 911/Public Safety Communications
www.charlescountymd.gov/services/emergency-services/911-communications

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Personal Services	$1,993,779	$2,232,500	$2,307,400	$2,362,000	$129,500	5.8%
Fringe Benefits	609,439	645,800	664,900	670,400	24,600	3.8%
Operating Costs	1,284,131	1,323,100	1,320,800	1,313,900	(9,200)	-0.7%
Total Expenditures	$3,887,349	$4,201,400	$4,293,100	$4,346,300	$144,900	3.4%
Revenues	$1,739,159	$1,707,000	$1,759,000	$1,759,000	$52,000	3.0%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the approved salary increases and also provides funding for on-call premium pay to compensate collateral duty personnel who remain on-call after hours to provide 24/7 coverage.
- Based on notification of price increases, **Operating Costs** were adjusted for annual maintenance agreements and to cover the rising cost of maintaining the existing public safety radio system. Offsetting these increases were adjustments made in other accounts based on activity.
- **Revenues** are primarily from Local 911 fees which were adjusted due to changes to state law.

Description:

The function of this division is to process emergency and non-emergency requests for public safety assistance and then coordinate the response of appropriate resources to resolve the situation. It is the goal of this division to provide this service through the establishment, implementation and application of a number of programs designed to facilitate the prompt and efficient delivery of emergency services.
Such programs include "911 Addressing" which is intended to identify, verify, and assign an address to all new and existing residences in Charles County thereby creating a physical location database.
Other programs include Computer Aided Dispatch, NG9-1-1, Geographical Information System (mapping), Mobile Data Computers, Public Safety Capital Projects, provide Emergency Medical/Fire/Police and Pre-Arrival Instructions, Severe Weather Alerting, Public Education, Road Name Approvals, management & operation of Public Safety/Service Radio System & associated infrastructure and administrative support to Fire/EMS associations.
Personnel are on duty twenty four hours per day, seven days a week. Staff is responsible for the direction, administration, configuration, and the operation of the Charles County 911 system and the emergency communications system.

Positions:

Title	FY18 FTE	FY19 FTE	FY20 FTE	FY21 FTE	FY22 FTE
Chief of 911/ Public Safety Communications	1.0	1.0	1.0	1.0	1.0
Assistant Chief of 911/ Public Safety Communications	1.0	1.0	1.0	1.0	1.0
Radio Systems Administrator	1.0	1.0	1.0	1.0	1.0
Communications Training / Quality Assurance Captain	1.0	1.0	1.0	1.0	1.0
Public Safety Dispatch Lieutenant	5.0	5.0	5.0	5.0	5.0
Dispatcher I, II & II	20.0	20.0	24.0	24.0	24.0
Mobile Data Terminal Administrator	0.0	0.0	1.0	1.0	1.0
Emergency Services GIS Analyst	1.0	1.0	1.0	1.0	1.0
Database Specialist (CAD)	1.0	1.0	1.0	1.0	1.0
Part Time Position	0.7	0.7	0.7	0.7	0.7
Total Full Time Equivalent	**31.7**	**31.7**	**36.7**	**36.7**	**36.7**

Department: Emergency Services 01.26.97
Division\Program: Career Emergency Medical Services Fund: General
Program Administrator: Stephen Finch, Chief of Emergency Medical Services
www.charlescountymd.gov/services/emergency-services/emergency-medical-services

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Personal Services	$7,382,782	$8,386,500	$9,270,600	$8,852,600	$466,100	5.6%
Fringe Benefits	2,033,459	2,361,800	2,636,800	2,897,200	535,400	22.7%
Operating Costs	944,207	1,198,500	1,271,300	1,196,800	(1,700)	-0.1%
Capital Outlay	58,768	75,000	0	0	(75,000)	-100.0%
Total Expenditures	$10,419,216	$12,021,800	$13,178,700	$12,946,600	$924,800	7.7%
Revenues	$3,933,415	$3,712,000	$3,795,100	$3,795,100	$83,100	2.2%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** increase includes the full year impact of FY2021 approved positions as well as the FY2021 approved upgrade of five paramedics to lieutenants and the upgrade of an EMT position to Assistant Chief of Special Operations. The Tactical EMS Team and Marine Unit transferred to the Special Operations Division in FY2019. Historically, overtime for these two teams were administrated in the EMS Division's budget. In order to maintain a more efficient accounting of overtime, overtime has been transferred from the EMS Division to the Special Operations Division. Also included is the approved salary increases.
  - Based on assigned duties, the Assistant Chief of Special Operations was reallocated to the Special Operations division.
  - The approved salary and fringe increases were based on a new four year collective bargaining agreement that provides salary increases to employees, makes changes to holiday pay and shift differential, and enhances pension benefits.
- **Operating Costs** includes funding to cover anticipated contract price increases, to allow the purchase of ten (10) automated external defibrillator replacements, and for training. Offsetting these increases is a transfer of funds to the County's Information Technology Division for wireless and telephone cost for better tracking.
- The **Capital Outlay** budget was for portable radios in FY2021.
- **Revenues** represents the revenue equivalent of one cent on the property tax rate and fees from EMS services.

Description:

The Emergency Medical Services Division of the Department of Emergency Services was created in July 2001 to provide Advanced Life Support (ALS), and when needed to augment the volunteer stations in providing Basic Life Support (BLS) services from various stations within the county. Career EMS personnel are currently deployed and provide 24/7 EMS and day time coverage to the following stations throughout Charles County:

EMS 2- Hughesville 24/7 ALS	EMS 3 - Waldorf 24/7 ALS x2
EMS 8 - Marbury 24/7 ALS	EMS 11 - Bryan's Road 24/7 ALS
EMS 12 - Westlake 24/7 ALS	EMS 06 - Cobb Island 24/7 ALS
EMS 16 - La Plata - 24/7 Supervisor	EMS 18 - Waldorf 24/7 Supervisor & ALS
EMS 51 - La Plata 24/7 ALS	EMS 60 - White Plains 24/7 ALS & Daytime ALS

Positions:

Title	FY18 FTE	FY19 FTE	FY20 FTE	FY21 FTE	FY22 FTE
Chief of Emergency Medical Services	1.0	1.0	1.0	1.0	1.0
Asst. Chief of Emergency Medical Services	1.0	1.0	1.0	1.0	1.0
Asst. Chief of Special Operations	0.0	0.0	0.0	1.0	0.0
EMS Captain	4.0	4.0	4.0	6.0	6.0
Paramedic Supervisor/Lieutenant	8.0	8.0	8.0	13.0	13.0
Paramedics	42.0	43.0	47.0	47.0	47.0
Emergency Medical Technician	33.0	32.0	36.0	40.0	40.0
Nurse - MIH program	0.0	0.0	0.0	1.0	1.0
EMS Specialist	0.0	0.0	1.0	1.0	1.0
Part Time Help	3.1	3.1	3.1	3.1	3.1
Total Full Time Equivalent	**92.1**	**92.1**	**101.1**	**114.1**	**113.1**

Department: Emergency Services 01.26.86
Division\Program: Special Operations Fund: General
Program Administrator: Stephen Finch, Chief of Emergency Medical Services
https://www.charlescountymd.gov/services/emergency-services/emergency-preparedness

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Personal Services	$57,654	$84,700	$372,200	$248,300	$163,600	193.2%
Fringe Benefits	13,581	9,700	59,700	48,900	39,200	404.1%
Operating Costs	72,256	165,200	166,200	158,500	(6,700)	-4.1%
Total Expenditures	$143,491	$259,600	$598,100	$455,700	$196,100	75.5%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the approved salary increases. The Tactical EMS Team and Marine Unit transferred to the Special Operations Division in FY2019. Historically, overtime for these two teams were administrated in the EMS Division's budget. In order to maintain a more efficient accounting of overtime, overtime was transferred from the EMS Division to the Special Operations Division. Also based on assigned duties, the Assistant Chief of Special Operations was reallocated from the EMS division.
  - The approved salary and fringe increases were based on a new four year collective bargaining agreement that provides salary increases to employees, makes changes to holiday pay and shift differential, and enhances pension benefits.
  - Also includes funding for on-call premium pay to compensate collateral duty personnel who remain on-call after hours to provide 24/7 coverage.
- The **Operating Costs** budget provides funding for medical supplies for the Tactical EMS Team, Critical Incident Stress Management Team, and the Marine Unit.

Description:

The Special Operations Division was originally formed as the Tactical Response Team under the Department of Emergency Services in 2003. Its primary mission was to support planning, prevention, response, and mitigation activities related to Chemical, Biological, Radiological, Nuclear, and Explosive (CBRNE) Weapons of Mass Destruction and industrial/transportation hazardous materials incidents. As the mission of the Department expanded due to increased service demands, the scope of work for the Special Operations Division expanded in congruence. In addition to the aforementioned original mission, the Special Operations Division now encompasses the tasks and duties of Tactical Emergency Medical Services (TEMS), the Marine Unit, the Unmanned Aerial Vehicle (UAV) Team, Ambulance Strike Team, and the Critical Incident Stress Management (CISM) Team.

The TEMS Team is responsible for providing specialized emergency medical services and technical rescue during high risk and extremely hazardous missions types in direct support of law enforcement. The Marine Unit is responsible for the provision of specialized emergency medical services in a maritime environment as well as supporting the hazardous materials team during waterborne environmental protection and clean-up missions. The UAV Team is a specialized group comprised of FAA licensed pilots operating the County's fleet of unmanned aerial vehicles for the purpose of documentation, reconnaissance, and real-time intelligence. The CISM Team is the Department's peer mental health specialists who service both fire/EMS and law enforcement across the State. The County's Ambulance Strike Team is part of the larger Maryland Ambulance Strike Team. Their primary mission is to respond to disaster stricken locations across the eastern U.S. coast and provide EMS relief and aid while recovery efforts are underway. The hazardous materials mission and associated team of the Special Operations Division is a mandated capability pursuant to local, regional, state, and federal Homeland Security directives. Charles County's Hazardous Materials Team is Southern Maryland's CBRNE and hazmat specialty response and mitigation component. The Hazmat Team is also a recognized asset of the Maryland Department of the Environment.

Positions:

Title	FY18 FTE	FY19 FTE	FY20 FTE	FY21 FTE	FY22 FTE
Asst. Chief of Special Operations	0.0	0.0	0.0	0.0	1.0
Part Time	1.7	1.7	1.7	1.7	1.7
Total Full Time Equivalent	**1.7**	**1.7**	**1.7**	**1.7**	**2.7**

Department: Emergency Services 01.26.89
Division\Program: Emergency Management Fund: General
Program Administrator: Michelle Lilly, Director of Emergency Services
www.charlescountymd.gov/services/emergency-services/emergency-preparedness

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Personal Services	$60,115	$57,200	$72,500	$55,100	($2,100)	-3.7%
Fringe Benefits	19,716	21,600	26,100	20,300	(1,300)	-6.0%
Operating Costs	1,665	8,700	15,600	8,200	(500)	-5.7%
Transfers Out	84,956	85,500	0	0	(85,500)	-100.0%
Total Expenditures	$166,453	$173,000	$114,200	$83,600	($89,400)	-51.7%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the approved salary increases. Offsetting these increases is turnover and the reallocation of a position to the Administration Division. In addition, the grant allocation that was previously accounted for in this Division is being reallocated to the Administration Division.
- The **Operating Costs** budget decrease is based on activity.
- The **Transfers Out** budget is the County's local match for the Emergency Management Performance Grant which was moved to the Administration Division.

Description:

The Emergency Management Division of the Department of Emergency Services is responsible to develop, coordinate and promote a comprehensive emergency management program incorporating planning, preparedness, response, and recovery activities relative to emergency or disasters.

The division's primary responsibility is the development and maintenance of the County's basic emergency operations plan which provides a framework for the coordination of emergency response activities across a broad spectrum of disciplines and agencies.

Other responsibilities include public education and information, promotion of mitigation activities, liaison and collaboration with local, state and federal governmental agencies, for profit and nonprofit public and private institutions and volunteer organizations, as well as other activities related to the establishment of a comprehensive emergency management program.

Positions: Title	FY18 FTE	FY19 FTE	FY20 FTE	FY21 FTE	FY22 FTE
Deputy Director of Emergency Services	1.0	1.0	1.0	0.0	0.0
Emergency Management Specialist	1.0	1.0	1.0	1.0	1.0
Total Full Time Equivalent	**2.0**	**2.0**	**2.0**	**1.0**	**1.0**
Allocated to Special Revenue	(0.8)	(0.8)	(0.8)	0.0	0.0
Net Cost to General Fund	**1.2**	**1.2**	**1.2**	**1.0**	**1.0**

Debt

Department: Debt Service 01.18
Division\Program: Fiscal & Administrative Services Fund: General
Program Administrator: Jenifer Ellin, Director of Fiscal & Administrative Services

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Operating Costs	$462,546	$258,000	$308,000	$308,000	$50,000	19.4%
Debt Service	30,005,444	31,529,800	31,638,800	31,673,900	144,100	0.5%
Transfers Out	548,358	570,900	593,400	593,400	22,500	3.9%
Total Expenditures	$31,016,348	$32,358,700	$32,540,200	$32,575,300	$216,600	0.7%
Revenues	$631,535	$3,384,200	$3,384,200	$3,384,200	$0	0.0%

Changes and Useful Information:

- **Debt Service** includes the cost to pay the principal and interest on existing debt and the issuance cost. The budget includes approximately $8.0 million for education related debt and $1.5 million for public safety related debt which includes nearly $1.0 million for Emergency Services and $502,700 for Sheriff operations.
- **Revenues** includes bond premium and other dedicated revenues.

Description:

This department is used to account for the annual General Fund principal, interest, and bond expenses associated with general obligation bonds and capital lease agreements. Debt service requirements are reviewed periodically in order to maintain a strong fiscal position relative to infrastructure financing.

A breakdown of the annual debt service payment by function is listed below:

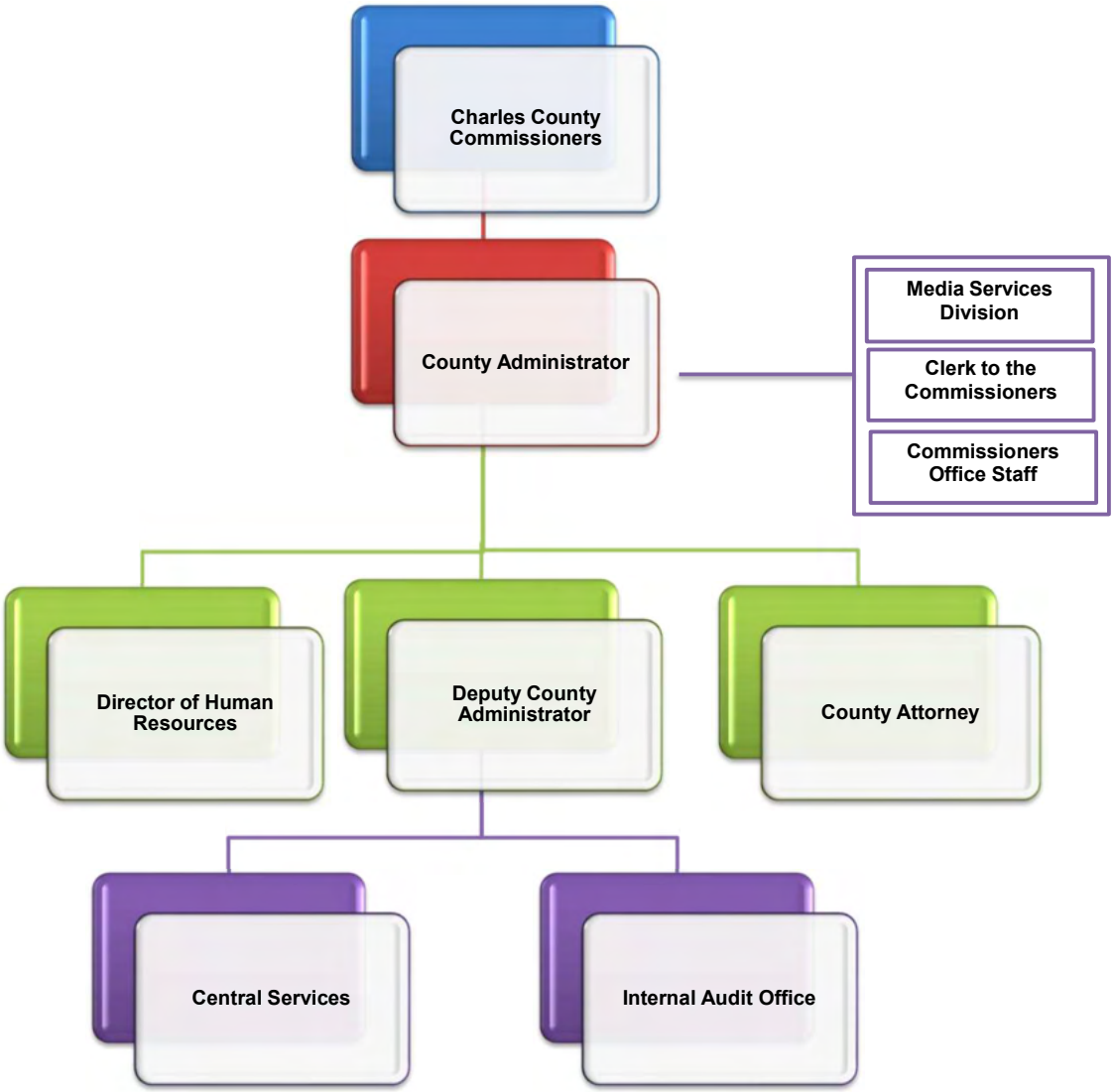
	FY2020 Actual	FY2021 Adopted	FY2022 Adopted	$ Change from FY2021	% Chg.
Bonds					
Board Of Education	$5,787,770	$6,572,800	$6,551,200	($21,600)	-0.3%
College of Southern Maryland	1,629,304	1,652,300	1,353,200	(299,100)	-18.1%
General Government	6,519,031	6,983,900	6,945,100	(38,800)	-0.6%
Public Safety	1,309,507	1,400,900	1,752,400	351,500	25.1%
Transportation	10,322,697	11,065,600	11,556,900	491,300	4.4%
Bond Principal & Interest	$25,568,309	$27,675,500	$28,158,800	$483,300	1.7%
Leases					
Public Works - Facilities	$702,575	$1,019,100	$1,373,300	$354,200	34.8%
Recreation, Parks, and Tourism	441,496	523,300	596,000	72,700	13.9%
Emergency Services	937,192	1,000,200	986,500	(13,700)	-1.4%
Fiscal & Administrative Services	15,516	14,000	14,800	800	5.7%
Economic Development	0	0	3,900	3,900	New
Planning & Growth Management	14,606	15,800	10,000	(5,800)	-36.7%
Community Services	5,121	11,100	11,800	700	6.3%
Sheriff	1,626,284	978,000	502,700	(475,300)	-48.6%
Volunteer Fire & EMS	674,447	275,400	0	(275,400)	N/A
Other Agencies	19,898	17,400	16,100	(1,300)	-7.5%
Capital Lease Principal & Interest	$4,437,135	$3,854,300	$3,515,100	($339,200)	-8.8%
Transfer to Enterprise Fund	$548,358	$570,900	$593,400	$22,500	3.9%
Operating Costs	$462,546	$258,000	$308,000	$50,000	19.4%
Total	**$31,016,348**	**$32,358,700**	**$32,575,300**	**$216,600**	0.7%

Objectives & Measurements:

	FY18 Actual	FY19 Actual	FY20 Actual	FY21 Actual	FY22 Estimated
Objective: To maintain or improve the County's bond rating. The higher the rating, the lower the interest rate will be on County issued bonds; which translates into less revenue needed to meet the costs.					
Standard & Poor's	AAA	AAA	AAA	AAA	AAA
Moody's Investors Service	Aaa	Aaa	Aaa	Aaa	Aaa
Fitch Investors Service	AAA	AAA	AAA	AAA	AAA

- Achieves Commissioners 2019-2021 Goals and Objectives: Goal 2: Institutional Governance & Policy, Public Policy

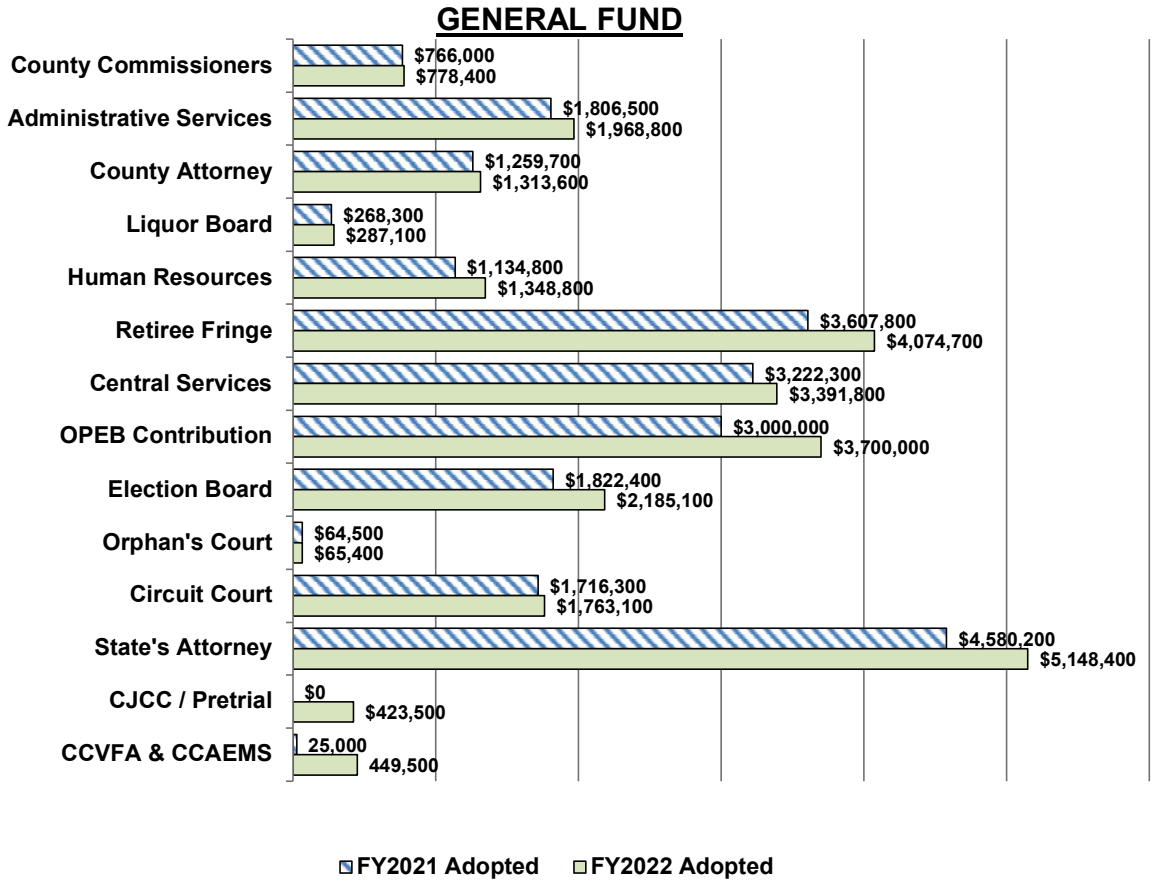
General Government Summary						
Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Personal Services	$7,834,222	$8,435,200	$9,955,200	$9,341,100	$905,900	10.7%
Fringe Benefits	4,323,705	6,000,100	7,061,300	6,753,000	752,900	12.5%
Operating Costs	4,669,325	5,402,700	6,655,300	6,246,300	843,600	15.6%
Transfers Out	129,181	162,700	143,900	154,600	(8,100)	-5.0%
Agency Funding	2,913,119	3,213,600	4,213,600	3,913,600	700,000	21.8%
Capital Outlay	162,754	59,500	65,100	489,600	430,100	722.9%
Total Expenditures	$20,032,307	$23,273,800	$28,094,400	$26,898,200	$3,624,400	15.6%
Total Expenditures as % of Budget:	**4.9%**	**5.4%**	**6.0%**	**6.0%**		
Revenues	$439,106	$557,100	$557,100	$557,100	$0	0.0%

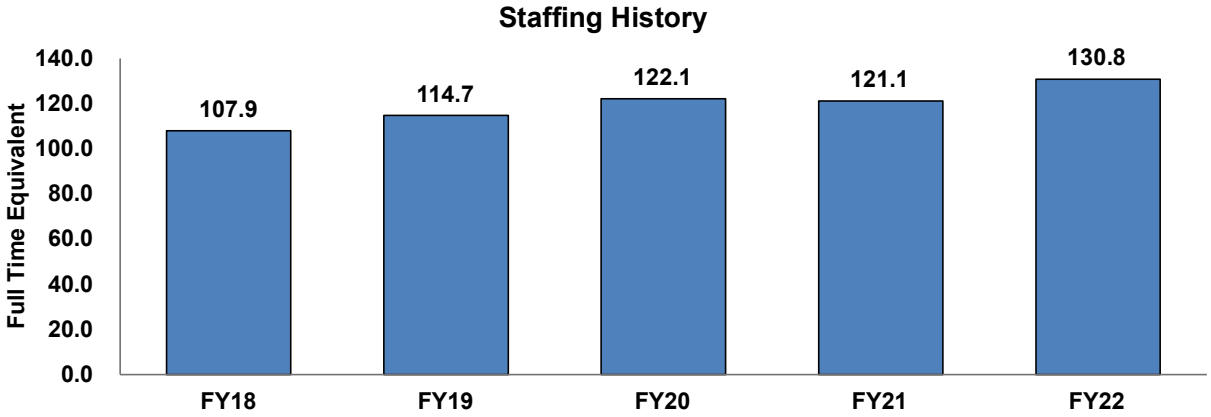


General Government Agencies which receive County funding:

State's Attorney
Election Board
Liquor Board
Orphan's Court
Circuit Court
State Department of Assessments & Taxation Cost Share
Charles Co. Volunteer Fireman's Association (CCVFA) & Charles Co. Assoc. of Emergency Medical Svcs. (CCAEMS)

General Government Expenditure and Staffing History





Positions by Program:	FY18	FY19	FY20	FY21	FY22
County Commissioners	5.0	5.0	5.0	5.0	5.0
Administrative Services	15.6	12.6	16.0	15.0	15.7
County Attorney	8.5	8.5	9.5	9.5	9.5
Liquor Board	1.8	1.8	1.8	1.8	1.8
Human Resources*	11.5	12.5	12.5	13.5	13.5
Central Services	1.0	6.8	7.8	7.8	8.8
Criminal Justice Coordinating Council / Pretrial Services Program	0.0	0.0	0.0	0.0	1.0
Circuit Court	16.2	17.2	17.2	17.2	17.2
State's Attorney	48.4	50.4	52.4	51.4	58.4
Total Full Time Equivalent	**107.9**	**114.7**	**122.1**	**121.1**	**130.8**

**Human Resources FTEs include summer interns, but they are utilized throughout county government.*

General Government

Department: Board of County Commissioners 01.01
Division\Program: Board of County Commissioners Fund: General
Program Administrator: Reuben B. Collins, II, Esq., Gilbert O. Bowling, III, Thomasina O. Coates, M.S., Amanda M. Stewart, M.Ed., Bobby Rucci

www.charlescountymd.gov/government/board-of-charles-county-commissioners

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Personal Services	$254,687	$263,600	$271,900	$271,900	$8,300	3.1%
Fringe Benefits	96,525	103,000	105,900	105,900	2,900	2.8%
Operating Costs	181,595	199,600	205,800	200,800	1,200	0.6%
Agency Funding	156,700	199,800	199,800	199,800	0	0.0%
Total Expenditures	$689,508	$766,000	$783,400	$778,400	$12,400	1.6%

Changes and Useful Information:

- **Personal Services** includes approved salary increases per resolution No. 2018-09.
- The **Fringe Benefits** increase includes changes in Pension and participation for Health & Dental.
- Included in the **Operating Costs** are the individual Commissioner expense accounts. Per the County Commissioner Expense Policy (SOP#: CC.01.002), The County Commissioners shall establish an annual budget to support each Commissioner Board member in fulfillment of his or her duties as a County Commissioner. For FY2022, these budgets remained the same.
- The **Operating Costs** increase funds the Metropolitan Washington Council of Governments membership fee increase.
- The **Agency Funding** provides funding to the Tri-County Council and for the Tri-County Council Summer Youth Program.

Description:

The County Commissioners are responsible for establishing executive and legislative policy for the County Government and its related agencies. Through an annual budget process, they establish spending levels for each of the major departments/agencies and adopt tax rates and other fees/charges to support the approved budget(s). They ensure that the government is operated in an open and accessible environment, is based on a comprehensive long/short term planning and has an appropriate managerial staff tempered by fiscal responsibility.

Positions: Title	FY18 FTE	FY19 FTE	FY20 FTE	FY21 FTE	FY22 FTE
County Commissioners Office:					
President	1.0	1.0	1.0	1.0	1.0
Members	4.0	4.0	4.0	4.0	4.0
Total Full Time Equivalent	**5.0**	**5.0**	**5.0**	**5.0**	**5.0**

Department: Administrative Services 01.03.06
Division\Program: County Administrator's Office Administration Fund: General
Program Administrator: Mark Belton, County Administrator
www.charlescountymd.gov/government/county-administration

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Personal Services	$564,908	$659,500	$635,300	$650,600	($8,900)	-1.3%
Fringe Benefits	154,223	190,200	171,700	171,000	(19,200)	-10.1%
Operating Costs	120,027	116,700	189,300	189,300	72,600	62.2%
Total Expenditures	$839,157	$966,400	$996,300	$1,010,900	$44,500	4.6%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the approved salary increases and funds to support part time help to assist the division in meeting increasing workloads. These increases are being offset by turnover and the reallocation of positions. The Chief Equity Officer was moved to the Department of Human Resources and the Clerk to the County Commissioners was moved to this division.
- The **Operating Costs** budget increase is attributed to an increase in employee education for the National Citizen Survey and the NACo High Performance Leadership Academy as well as an increase in State lobbyist contract.

Description:

The County Administrator is responsible for daily planning, directing, and reviewing of all operations within the county government. Overall supervision of departmental actions, personnel matters, budgetary and fiscal procedures and administrative functions are also performed. Reviews with staff and recommends department needs and requirements; defines proposals, and recommends appropriate action to the Board of County Commissioners. Prepares and supervises preparation of special studies and reports as requested by the Board.

Positions: Title	FY18 FTE	FY19 FTE	FY20 FTE	FY21 FTE	FY22 FTE
County Administrator	1.0	1.0	1.0	1.0	1.0
Deputy County Administrator	1.0	1.0	1.0	1.0	1.0
Chief Equity Officer	0.0	0.0	1.0	0.0	0.0
Executive Assistant to the Co. Admin.	1.0	1.0	1.0	1.0	1.0
Clerk to the County Commissioners	0.0	0.0	0.0	0.0	1.0
Program Support Specialist	0.0	1.0	1.0	1.0	1.0
Part Time	0.0	0.0	0.0	0.0	0.7
Total Full Time Equivalent	**3.0**	**4.0**	**5.0**	**4.0**	**5.7**

General Government

Department: Administrative Services 01.03.13
Division\Program: Commissioner Office Administration Fund: General
Program Administrator: Board of County Commissioners

www.charlescountymd.gov/government/county-administration
www.charlescountymd.gov/government/county-administration/clerk-to-the-commissioners

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Personal Services	$523,688	$535,100	$526,800	$539,500	$4,400	0.8%
Fringe Benefits	122,639	173,600	189,600	190,600	17,000	9.8%
Operating Costs	27,923	31,700	32,300	32,300	600	1.9%
Total Expenditures	$674,250	$740,400	$748,700	$762,400	$22,000	3.0%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the approved salary increases which is being partially offset by the reallocation of the Clerk to the County Commissioners position to the County Administrator's division. Also included is the full year impact of the Commissioner Specialist and Administrative Associate positions that were approved during FY2020 but were kept frozen through November 2020.
- The **Operating Costs** increase is based on Commissioner's sessions dates and activities, and anticipated expenses.

Description:

The Commissioner Office Administration provides administrative support to the Commissioners.

Positions: Title	FY18 FTE	FY19 FTE	FY20 FTE	FY21 FTE	FY22 FTE
Chief of Staff	0.0	1.0	1.0	1.0	1.0
Assistant Chief of Staff	0.0	0.0	1.0	1.0	1.0
Executive Office Manager	1.0	1.0	0.0	0.0	0.0
Exec. Asst. to the Commissioner President	1.0	0.0	0.0	0.0	0.0
Clerk to the County Commissioners	1.0	1.0	1.0	1.0	0.0
Senior Commissioner Specialist	1.0	1.0	1.0	0.0	0.0
Commissioner Specialist	1.0	1.0	3.0	4.0	4.0
Administrative Associate	1.0	1.0	2.0	2.0	2.0
Part Time Help	0.6	0.6	0.0	0.0	0.0
Total Full Time Equivalent	**6.6**	**6.6**	**9.0**	**9.0**	**8.0**

Department: Administrative Services 01.03.150
Division\Program: Internal Audit Fund: General
Program Administrator: Deborah Hall, Deputy County Administrator
www.charlescountymd.gov/government/boards-commissions-committees-and-workgroups/internal-audit-oversight-committee

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Personal Services	$76,803	$78,300	$152,900	$155,300	$77,000	98.3%
Fringe Benefits	12,592	18,800	37,200	37,600	18,800	100.0%
Operating Costs	680	2,600	2,600	2,600	0	0.0%
Total Expenditures	$90,075	$99,700	$192,700	$195,500	$95,800	96.1%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the approved salary increases and funding for the Senior Internal Auditor position that was frozen in FY2021 due to budget constraints.

Description:

The Internal Auditor conducts audits to help protect the public's interest and improve the performance, accountability, and transparency of Charles County government. This division helps Charles County to accomplish its mission and strategic objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, control, and governance processes. The types of engagements primarily performed are: performance audits, consulting services, investigative engagements, and follow-up audits. The objective of the Internal Audit division is to improve county government service and performance by focusing audit work on areas of high risk and high impact, to work with management to improve functions and processes as well as to strengthen controls, and finally to build public trust by informing citizens of the results of efforts to improve county government.

Positions:	FY18	FY19	FY20	FY21	FY22
Title	FTE	FTE	FTE	FTE	FTE
Senior Internal Auditor	1.0	1.0	1.0	1.0	1.0
Internal Auditor	1.0	1.0	1.0	1.0	1.0
Total Full Time Equivalent	**2.0**	**2.0**	**2.0**	**2.0**	**2.0**

General Government

Department: County Attorney 01.16
Division\Program: County Attorney Fund: General
Program Administrator: Wes Adams, County Attorney

www.charlescountymd.gov/government/departments/county-attorney

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Personal Services	$652,228	$752,500	$775,400	$792,000	$39,500	5.2%
Fringe Benefits	171,664	206,900	212,500	214,000	7,100	3.4%
Operating Costs	522,701	300,300	307,600	307,600	7,300	2.4%
Total Expenditures	$1,346,594	$1,259,700	$1,295,500	$1,313,600	$53,900	4.3%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the approved salary increases.
- The **Operating Costs** increase is mainly to cover legal fees for outside attorney costs.

Description:

The Office of the County Attorney is responsible for all legal affairs of County government. Legal advice and representation regarding a wide range of County issues is provided for the County Commissioners, County Administrator, Department Directors, and all County agencies, boards and commissions. Significant areas of practice include: Land Use, Planning & Zoning, Emergency & Public Safety, Procurement & Contract Review and Drafting, Civil Litigation, Human Resources, Legal Opinions, Legislation, Resolutions, Administrative Law, Ethics, Public Information & Open Meetings Act, Housing & Community Services Programs, Public Utilities, Water & Sewer Infrastructure, Financing, Construction & Operation, Transportation, Property Acquisition & highway planning and construction, Real Estate Law, Collections & Public Finance Laws, Environmental Law & Constitutional Law, and Parliamentary Procedure.

Positions:	FY18	FY19	FY20	FY21	FY22
Title	FTE	FTE	FTE	FTE	FTE
County Attorney	1.0	1.0	1.0	1.0	1.0
Deputy County Attorney	1.0	1.0	1.0	1.0	1.0
Associate County Attorney I-II	3.0	3.0	4.0	4.0	4.0
Legal Office Administrator	1.0	1.0	1.0	1.0	1.0
Senior Legal Assistant	1.0	1.0	1.0	1.0	1.0
Paralegal	1.0	1.0	1.0	1.0	1.0
Legal Assistant III	1.0	1.0	1.0	1.0	1.0
Legal Assistant I	1.0	1.0	1.0	1.0	1.0
Total Full Time Equivalent	**10.0**	**10.0**	**11.0**	**11.0**	**11.0**
Allocated to Capital Projects	(0.8)	(0.8)	(0.8)	(0.8)	(0.8)
Allocated to Liquor Board	(0.8)	(0.8)	(0.8)	(0.8)	(0.8)
Net Cost to General Fund	**8.5**	**8.5**	**9.5**	**9.5**	**9.5**

Department: Liquor Board 01.15
Division\Program: Liquor Board Fund: General
Program Administrator: Guy Black, Chairman
www.charlescountymd.gov/government/boards-commissions-committees-and-workgroups/board-of-license-commissioners-liquor-board

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Personal Services	$157,761	$181,500	$188,700	$191,300	$9,800	5.4%
Fringe Benefits	76,756	83,300	91,900	92,300	9,000	10.8%
Operating Costs	1,530	3,500	3,500	3,500	0	0.0%
Total Expenditures	$236,047	$268,300	$284,100	$287,100	$18,800	7.0%
Revenues	$187,615	$237,700	$237,600	$237,600	($100)	0.0%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes approved salary increases. The stipend for the Board of License Commissioner (Liquor Board) per resolution No. 2018-09 is also included.

Description:

The Board consists of five members appointed by the County Commissioners who are granted with the authority to issue, fine, suspend, and/or revoke retail alcoholic beverage licenses in Charles County. In addition to actual Board members, staff includes Counsel to the Board, enforcement officers (who are also sworn officers of the Office of the Sheriff), and an administrative clerk. Among its duties, the Board conducts public hearings to consider and act on new and transfer applications for alcoholic beverage licenses, applications for special and/or temporary licenses, requests for special exceptions, investigations pertaining to the enforcement of the Alcoholic Beverages Article of the Annotated Code of Maryland and the Rules and Regulations of the Board of License Commissioners for Charles County, Maryland.

Positions: Title	FY18 FTE	FY19 FTE	FY20 FTE	FY21 FTE	FY22 FTE
Associate County Attorney I - II	0.3	0.3	0.3	0.3	0.3
Legal Office Administrator	0.5	0.5	0.5	0.5	0.5
Sheriff Sworn Officer	1.0	1.0	1.0	1.0	1.0
Total Full Time Equivalent	**1.8**	**1.8**	**1.8**	**1.8**	**1.8**

General Government

Department: Human Resources 01.17
Division\Program: Administration Fund: General
Program Administrator: Alexis Blackwell, Director of Human Resources
www.charlescountymd.gov/government/departments/human-resources

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Personal Services	$720,625	$754,700	$891,400	$908,200	$153,500	20.3%
Fringe Benefits	201,385	216,600	259,900	261,500	44,900	20.7%
Operating Costs	178,778	163,500	194,100	179,100	15,600	9.5%
Total Expenditures	$1,100,788	$1,134,800	$1,345,400	$1,348,800	$214,000	18.9%
Revenues	$98,558	$98,000	$112,300	$112,300	$14,300	14.6%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** include the approved salary increases and reflect the transfer of the Chief Equity Officer position from County Administrator division.
- The **Operating Costs** budget increase is to support Justice, Equity, Diversity and Inclusion (JEDI) training for County Employees.
- **Revenues** are associated with the indirect cost reimbursement to the Enterprise Funds and the Flexible Spending Forfeiture programs.

Description:

The Human Resources Department is responsible for personnel policy, recruitment and retention, employee relations, classification and compensation, compliance with equal opportunity programs, employee training, all health and welfare benefits, deferred compensation, and retirement.

Positions: Title	FY18 FTE	FY19 FTE	FY20 FTE	FY21 FTE	FY22 FTE
Director of Human Resources	1.0	1.0	1.0	1.0	1.0
Deputy Director of Human Resources	1.0	1.0	1.0	1.0	1.0
Chief Equity Officer	0.0	0.0	0.0	1.0	1.0
Benefits Administrator	1.0	1.0	1.0	1.0	1.0
Benefits Compliance Administrator	1.0	1.0	1.0	1.0	1.0
Recruitment & Retention Administrator	0.0	1.0	1.0	1.0	1.0
Human Resources Program Manager	1.0	1.0	1.0	1.0	1.0
Human Resources Specialist	1.0	1.0	1.0	1.0	1.0
Human Resources Assistant	1.0	1.0	1.0	1.0	1.0
Part-time positions	1.4	1.4	1.4	1.4	1.4
Total Full Time Equivalent	**8.4**	**9.4**	**9.4**	**10.4**	**10.4**
Summer Intern Program*	3.1	3.1	3.1	3.1	3.1

**Summer interns are budgeted in Human Resources, but are utilized throughout county government.*

Objectives & Measurements:	FY18 Actual	FY19 Actual	FY20 Actual	FY21 Projected	FY22 Estimated
Objective: Measures employment and recruitment activity.					
# of full time positions filled	77	91	137	110	110
diversity of all applicants % women/%minority	57%/50.5%	46.1%/54.4%	55.6%/52.78%	57%/63%	57%/63%
Average # of applications per job	44	46	34	40	40
• Achieves Commissioners 2019-2021 Goals and Objectives: Goal 2: Institutional Governance and Policy, Diversity / Cultural Competency, Employee Engagement					
Objective: Employee training is a benefit for Charles County Government employees. Quality training that is accessible to the most number of employees can increase productivity.					
# of training classes offered (Core/IT)	71	100	*41	85	60
• Achieves Commissioners 2019-2021 Goals and Objectives: Goal 4: Education, Workforce Development					
Objective: To assist eligible employees into retirement.					
# of retirees processed	35	44	40	51	50
• Achieves Commissioners 2019-2021 Goals and Objectives: Goal 5: Quality of Life					

Department: Central Services 01.23.50
Division\Program: Fringe Benefits Fund: General
Program Administrator: Alexis Blackwell, Director of Human Resources

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Retiree Health Benefits	$3,202,310	$3,582,800	$4,049,700	$4,049,700	$466,900	13.0%
Operating Costs	10,250	25,000	25,000	25,000	0	0.0%
Total Expenditures	$3,212,560	$3,607,800	$4,074,700	$4,074,700	$466,900	12.9%

Changes and Useful Information:

- The **Retiree Health Benefits** were adjusted to reflect an increase in the number of participants, as well as, the cost of health benefits for retirees.

Description:

This division accounts for costs associated with retiree health premiums and unexpected health claims. The County offers retirees health benefits based on age and years of service.

Department: Volunteer Fire Protection & Emergency Medical Services 01.10
Division\Program: Charles Co. Volunteer Fireman's Association (CCVFA) & Fund: General
Charles Co. Assoc. of Emergency Medical Svcs. (CCAEMS)
Program Administrator: Rick Bowie, CCVFA President / Lisa Yates, CCAEMS President
https://www.charlescountymd.gov/services/emergency-services/volunteer-fire-and-ems

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Operating Costs	$21,220	$25,000	$25,000	$25,000	$0	0.0%
Capital Outlay	0	0	0	424,500	424,500	New
Total Expenditures	$21,220	$25,000	$25,000	$449,500	$424,500	1698.0%

Changes and Useful Information:

- The **Operating Costs** budget is to fund water & sewer fees for the following facilities: Waldorf Volunteer Fire Department, Benedict Volunteer Fire Department, Charles County Mobile Intense Care Unit, Bryans Road Volunteer Fire Department, Potomac Heights Volunteer Fire Department, La Plata Volunteer Fire Department, Charles County Rescue Squad, and Cobb Island Volunteer Fire Department & EMS.
- **Capital Outlay** provides funding to purchase portable radios to outfit volunteered owned Fire and EMS apparatuses for public safety personnel to have the ability to communicate to each other. This was added during the budget adoption process by the County Commissioners.

Description:

Per October 17, 1994 County Commissioner minutes, Water & Sewer Fees for Fire, Rescue, and EMS facilities are to be waived. When the County waives water & sewer fees, the General Fund bares the responsibility of funding these costs.

General Government

Department: Central Services 01.23.06
Division\Program: Administration Fund: General
Program Administrator: Deborah Hall, Deputy County Administrator / John McConnell, Chief of Central Services

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Personal Services	$403,353	$452,300	$573,900	$532,800	$80,500	17.8%
Fringe Benefits	99,891	98,600	159,400	139,700	41,100	41.7%
Operating Costs	1,196,967	1,310,300	1,377,100	1,367,100	56,800	4.3%
Capital Outlay	20,269	50,500	50,100	50,100	(400)	-0.8%
Total Expenditures	$1,720,479	$1,911,700	$2,160,500	$2,089,700	$178,000	9.3%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the approved salary increases and funds for a new Workers Compensation Specialist position. The Workers Compensation Program has become such a large scale function that an additional position is needed to keep up with the caseload.
- The **Operating Costs** increase is largely due to estimated increases in the cost of property and liability insurance, and provides support for the new position.
- **Capital Outlay** includes funding for security equipment.

Description:

Division is responsible for the safety and security of persons, equipment and facilities on all County Government property, as well as, risk management and central mail duties.
The work involves inspecting County Property and buildings for security and making necessary recommendations for improvements in security. It also involves physical protection responsibilities which include asset protection, workplace violence prevention, access control systems, video surveillance, and other security related issues.
The Division is also responsible for compliance with equal opportunity programs including ADA, employee safety issues, CDL drug & alcohol program, OSHA/MOSHA compliance rules, Life Safety Codes, and Workers' Compensation.

Positions:

Title	FY18 FTE	FY19 FTE	FY20 FTE	FY21 FTE	FY22 FTE
Chief of Central Services	1.0	1.0	1.0	1.0	1.0
Risk Manager	0.0	1.0	1.0	1.0	1.0
Safety and Training Officer	0.0	1.0	1.0	1.0	1.0
Worker's Compensation Specialist	0.0	0.0	0.0	0.0	1.0
Security Operations Officer	0.0	1.0	1.0	1.0	1.0
Mail Clerk/Administrative Associate	0.0	0.0	1.0	1.0	1.0
Part-Time	0.0	2.8	2.8	2.8	2.8
Total Full Time Equivalent	**1.0**	**6.8**	**7.8**	**7.8**	**8.8**
Allocated to Enterprise Funds	0.0	0.0	0.0	0.0	0.0
Net Cost to General Fund	**1.0**	**6.8**	**7.8**	**7.8**	**8.8**

Objectives & Measurements:

	FY18 Actual	FY19 Actual	FY20 Actual	FY21 Projected	FY22 Estimated
OBJECTIVE: To minimize the number of work related accidents/incidents by thoroughly conducting investigations of accidents, inspection of facilities, and providing safety training to the County work force.					
# of safety inspections (facility related)	18	20	1	20	20
WORK RELATED INJURIES (This information includes Sheriff's workers' compensation)					
# of work related injuries	226	228	202	200	225
OBJECTIVE: To purchase insurance coverage at the lowest possible premiums while minimizing Charles County's liability exposure and protecting County assets/property.					
Average cost of insurance coverage:					
per vehicle for vehicle damage	$219	$227	$220	$218	$225
per vehicle for vehicle liability	$208	$209	$183	$174	$180
Average cost of property coverage:					
per $1M worth of County assets	$887	$846	$886	$953	$960
# of property damage claims	2	1	4	3	1
% of claims paid to premiums	187%	0%	38%	15%	15%

General Government

Department: Central Services 01.23
Division\Program: Central Services Fund: General
Program Administrator: Jenifer Ellin, Director of Fiscal & Administrative Services

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Personal Services	$0	$0	$25,000	$25,000	$25,000	New
Fringe Benefits	(944,921)	70,000	70,000	70,000	0	0.0%
Operating Costs	199,174	485,200	291,700	291,700	(193,500)	-39.9%
Operating Costs - Studies	15,540	60,000	230,000	220,000	160,000	266.7%
Operating Costs - SDAT	612,876	681,600	681,600	681,600	0	0.0%
Agency Funding - OPEB	2,750,000	3,000,000	4,000,000	3,700,000	700,000	23.3%
Agency Funding - Trust	6,419	13,800	13,800	13,800	0	0.0%
Total Expenditures	$2,639,089	$4,310,600	$5,312,100	$5,002,100	$691,500	16.0%

Changes and Useful Information:

- The **Personal Services** budget is for services performed by the Capital Project Management Department that is not specifically tied to a capital project and benefits the General Fund.
- The **Fringe Benefits** budget is for unemployment insurance.
- **Operating Costs** decrease is mainly due to providing one time funds in FY2021 to renegotiate the County's payment-in-lieu-of taxes (PILOT) agreement with the Morgantown Power Plant.
- **Operating Costs- Studies** represents the budget for one-time studies. The funding approved for FY2022 includes a Community Health Center Study to determine the need for a new Health Department building and a Waldorf Municipal Center Study to determine the feasibility for a County Government center in the Waldorf Urban Redevelopment Corridor area. This new center would be a satellite location for meetings and provide added convenience to residents living in or near the County's development district, which is the County's population center. The Waldorf Municipal Center Study was added by the County Commissioners during the budget process.
- **Operating Costs - State Department of Assessments and Taxation (SDAT)** represents the County's share of the local SDAT office.
- **Agency Funding - Other Post-Employment Benefits (OPEB)** per the strategic financial plan of funding OPEB over a period of years. During the budget adoption process the County Commissioners reduced the general fund contribution to provide additional support to the Board of Education for a cost-of-living increase for employees. The enterprise funds will be contributing $300,000 towards OPEB.
- The **Agency Funding - Trust** budget represents funding for Pension related costs.

Description:

This budget is used to account for the general administrative costs of county government which includes funding for community promotions, bank expenses, collective bargaining, SDAT, OPEB, and other general miscellaneous needs.

General Government

Department: Election Board 01.12
Division\Program: Election Board Fund: General
Program Administrator: Tracy Dickerson, Election Director

Mailing Address: P.O. Box 908, La Plata, MD 20646 301-934-8972 301-870-3167
Physical Address: 201 East Charles Street, La Plata, MD 20646 800-222-VOTE
www.charlescountymd.gov/government/other-agencies/board-of-elections 8:00 a.m.-4:30 p.m. M-F

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Personal Services	$94,562	$257,000	$257,000	$257,000	$0	0.0%
Fringe Benefits	4,663	17,800	10,400	10,400	(7,400)	-41.6%
Operating Costs	1,256,577	1,547,600	1,917,700	1,917,700	370,100	23.9%
Total Expenditures	$1,355,802	$1,822,400	$2,185,100	$2,185,100	$362,700	19.9%

Changes and Useful Information:

- **Operating Costs** were adjusted due to the following reasons:
  - The full year impact of a new Program Assistant I position that was approved during FY2021. With the implementation of the new election procedures and the rapid growth in the last 20 years, elections have become more complex and demanding resulting in the need for another full time position. The Program Assistant I will assist by keeping up to date on voter registration and all other aspects of the office. This position will alleviate Board Members from assisting with tasks outside of the scope of their mandate. Additionally, this position will facilitate the timely dissemination of data requests to the citizens of Charles County.
  - Increase in the rent budget to provide additional space to store equipment.
  - The County's share of voting equipment, training, printing, and postage was also adjusted based on projections.
  - Election Board employees are State employees and the County reimburses the State for the associated salary and fringe costs.

Description:

The Charles County Board of Election is responsible for all National, State, and County elections. We furnish the towns, Indian Head and La Plata, certified list of voters and support for the town elections. It has the authority to make all necessary rules and regulations with reference to registration of voters and the conduct of elections. Supervisory authority rests with the State Board of Elections.

Positions:

Title	FY18 FTE	FY19 FTE	FY20 FTE	FY21 FTE	FY22 FTE
*Director	1.0	1.0	1.0	1.0	1.0
*Deputy Director	1.0	1.0	1.0	1.0	1.0
*Regional Manager	0.3	0.3	0.3	0.3	0.3
*IT specialist	1.0	1.0	1.0	1.0	1.0
*Program Manager I	1.0	1.0	1.0	1.0	1.0
*Program Assistant II	0.0	0.0	0.0	1.0	1.0
*Program Assistant I	3.0	3.0	3.0	4.0	4.0
*Administrative Assistant	1.0	1.0	1.0	0.0	0.0
Part-time positions	1.4	1.4	1.3	1.3	1.3
Total Full Time Equivalent	**9.7**	**9.7**	**9.6**	**10.6**	**10.6**

*State Employees who are reimbursed by the County.

Objectives & Measurements:

	Presidential 16 General Election	Gubernatorial 18 Primary* Election	Gubernatorial 18 General Election	Presidential 20 Primary* Election	Presidential 20 General Election
Total Registered Voters	108,276	110,889	112,134	95,342	118,747
% Democratic Votes	59.7%	60.3%	60.6%	74.3%	61.3%
% Republican Votes	24.3%	22.4%	22.2%	25.7%	20.3%
% Decline	15.1%	17.3%	17.2%	0.0%	17.2%
Total Voting Percentage	72.8%	21.8%	58.5%	45.7%	76.2%
Democratic - Voting Percentage	44.5%	27.8%	62.4%	37.1%	48.0%
Republicans - Voting Percentage	18.3%	17.6%	59.6%	8.6%	16.6%
Declines - Voting Percentage	9.4%	8.0%	41.2%	0.0%	10.8%

* Only Democrats and Republicans are eligible to vote in a Presidential Primary
Charles County only has a Non-Partisan Primary ballot in a Gubernatorial Primary

General Government

Department: Orphan's Court 01.71
Division\Program: Orphan's Court Fund: General
Program Administrator: Honorable Darlene Breck, Chief Judge
Mailing Address: P.O. Box 3080, La Plata, MD 20646 301-932-3345
Physical Address: 200 Charles St., La Plata, MD 20646
https://www.mdcourts.gov/orphanscourt

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Personal Services	$37,191	$38,300	$39,200	$39,200	$900	2.3%
Fringe Benefits	18,859	19,100	19,100	19,100	0	0.0%
Operating Costs	4,985	7,100	7,100	7,100	0	0.0%
Total Expenditures	$61,035	$64,500	$65,400	$65,400	$900	1.4%

Changes and Useful Information:

- **Personal Services** includes the full year impact of the Charles County Orphan's Court Judges salary increase that was provided on January 1, 2021 per state legislation and additional increase effective January 2022. Judges will receive additional $250 each and the Chief Judge will receive an additional $500 each January from January 2020 to January 2022.

Description:

The Court of Orphans' was one of the high privileges afforded the citizens of that free city. The idea as well as the name came with the early settlers to Maryland, Pennsylvania, Delaware, Virginia, and New Jersey. That the people of these colonies might enjoy the same protection and high privilege, the idea was transplanted into our early Constitution. The name was modified to Orphan's Court, and thus a jurisdiction over the estates of minors was expanded to include the administration of decedents' estates as well.

The object of the Orphan's Court was to have a jurisdiction under which an entire probate proceeding could be conducted and supervised in one court, from the probate of a will, grant of letters, and the supervision of the fiduciary to the final distribution of the estate. Not only was the idea and the name transplanted into our law, but the establishment and continuity of the Orphan's Court System was embedded in our Constitution of 1776.

Maryland has maintained the "legal purity" of the Orphan's Court System while our Testamentary law has been reviewed and revised into a single modern volume entitled Estates and Trusts Article-Annotated Code of Maryland. The Orphan's Court reviews regular estates and provides action of differences or disputes. In addition, the Court approves all petitions for commissions, attorney fees, and funeral expenses.

Positions:

Provides funding for 3 elected Orphan Court judges.

Objectives & Measurements:	FY18 Actual	FY19 Actual	FY20 Actual	FY21 Projected	FY22 Estimated
Objective: The Orphan's Court is responsible for the timely and economical decisions in accordance with the Annotated Code of Maryland Estates and Trusts.					
# of Hearings	176	130	90	65	100
# of petitions granted	1,188	1,111	883	919	900

Department: Criminal Justice Coordinating Council (CJCC) / Pretrial Services Program 01.11
Division\Program: Criminal Justice Coordinating Council (CJCC) / Pretrial Services Program Fund: General
Program Administrator: TBD

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Personal Services	$0	$0	$54,300	$54,300	$54,300	New
Fringe Benefits	0	0	18,300	18,300	18,300	New
Operating Costs	0	0	350,900	350,900	350,900	New
Total Expenditures	$0	$0	$423,500	$423,500	$423,500	New

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes a CJCC Coordinator position dedicated to effectively support the Council to fulfill its mission and to better manage limited resources.
- **Operating Costs** is in support of the CJCC Coordinator position.
- **Agency Funding** is to support a Pretrial Service Program if the state and local laws are enacted.

Description:

Funding to support the Pretrial Services program (if the state and local law is enacted) and to support the Criminal Justice Coordinating Council (CJCC). The CJCC is a partnership of decision makers and community agency representatives who have a stake in the effective adminstration of justice.

Positions:	FY18	FY19	FY20	FY21	FY22
Title	FTE	FTE	FTE	FTE	FTE
Criminal Justice Coordinating Council Coordinator	0.0	0.0	0.0	0.0	1.0
Total Full Time Equivalent	**0.0**	**0.0**	**0.0**	**0.0**	**1.0**

Department: Circuit Court 01.09
Division\Program: Circuit Court, Grand Jury, and Law Library Fund: General
Program Administrator: Honorable H. James West, County Administrative Judge
Address: 200 Charles Street, La Plata, MD 20646 301-932-3202 301-870-2659
https://www.charlescountymd.gov/government/other-agencies/circuit-court 8:00 a.m.-4:30 p.m. M-F

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Personal Services	$957,733	$994,700	$1,076,100	$1,012,800	$18,100	1.8%
Fringe Benefits	250,003	268,000	318,700	287,200	19,200	7.2%
Operating Costs	166,056	281,900	335,200	293,500	11,600	4.1%
Transfers Out	129,181	162,700	143,900	154,600	(8,100)	-5.0%
Capital Outlay	142,485	9,000	15,000	15,000	6,000	66.7%
Total Expenditures	$1,645,459	$1,716,300	$1,888,900	$1,763,100	$46,800	2.7%
Revenues	$152,933	$207,500	$207,200	$207,200	($300)	-0.1%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** is based on current personnel and includes approved salary increases for FY2022.
- **The Operating Costs** increase includes funding to host the 7th Judicial Circuit Court Conference in FY2022 and adjustments in various other accounts based on trends. Also included in the budget is funding for a classification and compensation study for Circuit Court employees.
- **Transfers Out** is for the County's local match on the Child Support Grant and local support of the Law Library Program. Decrease is due to fully funded State grants which support the Family Law Services Program and the Family Recovery Court. These grant funded program were flat funded for several years and required the County to subsidize these programs for any salary and associated fringe increases.
- **Capital Outlay** is for replacement of Chamber Office Furniture.
- **Revenues** represent Jury Fee Reimbursement, Court fees and fines, revenues from the reproduction of compact disks for court hearings, Child Support rent revenue, and indirect cost reimbursement.

Description:

Circuit Court: The Circuit Court is a trial court of general jurisdiction that handles major civil cases and serious criminal matters. It also exercises appellate jurisdiction over the District Court, Orphans Court, and certain administrative agencies. The Circuit Court has full common law and equity powers, jurisdiction in all civil and criminal cases filed in Circuit Court, and all additional powers and jurisdiction conferred by the Constitution and by law, except where, by law, jurisdiction has been limited or conferred upon another tribunal.

Jury Service: The right to a trial by jury is guaranteed by the United States Constitution and the Maryland Declaration of Rights. The current jury system had it's beginning in English Law and was part of the civil liberties granted by King John of England on June 15, 1215, and recorded in the document known as the Magna Carta. Jury duty is an opportunity to serve the community and to be an integral part of the court system.

A grand jury is made up of 23 people who receive and hear evidence to determine whether probable cause exists to charge someone with a crime. In a criminal case, a petit jury is made up of 12 individuals who listen to evidence at a trial and determine guilt or innocence of the person charged with the crime. In a civil trial, a petit jury is made up of 6 individuals who listen to the evidence in dispute at a trial and determine the facts.

Law Library: $28,000 of the transfer out line is reserved as a local subsidy for the Law Library. The Law Library is funded primarily by attorney appearance fees, certain court fines, and bond forfeitures. The Law Library is one of the County's Special Revenue funds.

Department: Circuit Court 01.09
Division\Program: Circuit Court, Grand Jury, and Law Library Fund: General
Program Administrator: Honorable H. James West, County Administrative Judge
Mailing Address: 200 Charles Street, La Plata, MD 20646 301-932-3202 301-870-2659
https://www.charlescountymd.gov/government/other-agencies/circuit-court 8:00 a.m.-4:30 p.m. M-F

Positions:	**FY18**	**FY19**	**FY20**	**FY21**	**FY22**
Title	**FTE**	**FTE**	**FTE**	**FTE**	**FTE**
County Court Administrator	1.0	1.0	1.0	1.0	1.0
Director of Family Programs	1.0	1.0	1.0	1.0	1.0
Director of Court Operations	1.0	1.0	1.0	1.0	1.0
Assignment Director	1.0	1.0	1.0	1.0	1.0
Self-Help Center & Legal Resources Coord.	1.0	1.0	1.0	1.0	1.0
Court Researcher	0.0	0.0	1.0	1.0	1.0
Drug Court Coordinator	1.0	1.0	1.0	1.0	1.0
Family Recovery Court Assist. Case Mgr.	1.0	1.0	1.0	1.0	1.0
Alternative Dispute Resolution Coordinator	1.0	1.0	1.0	1.0	1.0
Executive Assistant to Court Administration	0.0	1.0	1.0	1.0	1.0
Administrative Associate	1.0	1.0	1.0	1.0	1.0
Administrative Assistant	1.0	1.0	1.0	1.0	1.0
Judicial Administrative Assistant	1.0	1.0	1.0	1.0	1.0
Judicial Secretary	3.0	3.0	3.0	3.0	3.0
Senior and Visiting Judge Resource Clerk	1.0	1.0	1.0	1.0	1.0
Domestic Relations Case Manager	1.0	1.0	1.0	1.0	1.0
Guardianship Monitor	1.0	1.0	1.0	1.0	1.0
Family Resource Specialist	1.0	1.0	1.0	1.0	1.0
Secretary IV	1.0	1.0	1.0	1.0	1.0
Assistant Assignment Director	1.0	1.0	1.0	1.0	1.0
Assignment Clerk (I -II)	3.0	3.0	3.0	3.0	3.0
Courtroom Clerk	1.0	1.0	1.0	1.0	1.0
Family Law Support Specialist	0.0	0.0	1.0	1.0	1.0
Domestic Relations Clerk	1.0	1.0	0.0	0.0	0.0
Part-Time positions	0.2	0.2	0.2	0.2	0.2
Total Full Time Equivalent	**25.2**	**26.2**	**27.2**	**27.2**	**27.2**
Allocated to Grants	(9.0)	(9.0)	(10.0)	(10.0)	(10.0)
Net Cost to General Fund	**16.2**	**17.2**	**17.2**	**17.2**	**17.2**

Objectives & Measurements:

Objective: In 2000, the Maryland Judicial Council adopted case time standards for the state's trial courts that provide guidelines for the time within which cases should reach resolution. The Circuit Court is responsible for the timely scheduling and disposition of cases, with the goal of promoting access to justice and increased litigant satisfaction with the court system. In June 2017, the courts fully implement a new case management system, Maryland Electronic Courts (MDEC), and its Differentiated Case Management (DCM) Plans, developed while participating in a Pilot Project.

	FY18 Actual	**FY19 Actual**	**FY20 Actual**	**FY21 Projected**	**FY22 Estimated**
# of Scheduled Hearings	31,582	25,745	24,645	25,754	26,856
Case Type - % Concluded within # of days					
General Civil - 98% within 548 days	93.9%	90.2%	*%	**%	87%
Foreclosure Cases - 98% within 730 days	90.7%	91.8%	*%	**%	85%
Criminal Cases - 98% within 180 days	95.1%	96.4%	*%	**%	90%
Family Law - 98% within 365 days	93.9%	92.9%	*%	**%	87.0%
Family Law (Limited Divorce) 98% within 730 days	98.8%	99.2%	*%	**%	95%
Juvenile - 98% within 90 days	97.0%	99.4%	*%	**%	98.0%
Child in Need of Assistance (CINA) Non-Shelter - 100% within 60 days	100.0%	100.0%	*%	**%	100%
CINA Shelter - 100% within 30 days	100.0%	100.0%	*%	**%	100%
Termination of Parental Rights 100% within 180 days	100.0%	100.0%	*%	**%	100%

* The Maryland Judiciary did not conduct the FY20 Case flow Assessment due to COVID-19 closure impacts on case flow performance. ** There is no previous fiscal year performance data to predict FY21 performance. FY21 COVID-19 restricted court operations for the majority of the fiscal year would skew projecting case performance data.

Department: State's Attorney's Office 01.08
Division\Program: Criminal Justice Fund: General
Program Administrator: Tony Covington, State's Attorney
Mailing Address: P.O. Box 3065, La Plata, MD 20646 301-932-3350 301-870-3413
Physical Address: 200 Charles St., La Plata, MD 20646 8:00 a.m.-4:30 p.m. M-F
http://ccsao.us/

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Personal Services	$3,390,684	$3,467,700	$4,487,300	$3,911,200	$443,500	12.8%
Fringe Benefits	857,115	951,400	1,347,000	1,085,700	134,300	14.1%
Operating Costs	152,446	161,100	478,800	151,500	(9,600)	-6.0%
Total Expenditures	$4,400,245	$4,580,200	$6,313,100	$5,148,400	$568,200	12.4%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** increases are a result of an increase to elected official salary, removal of support from the Drug Forfeiture Special Revenue Fund which was budgeted in FY2021 to help offset some of the cost of attorneys that work on drug related cases, and approved salary increases.
  - Also included is funding for six new Assistant State's Attorney positions to assist with the office's case load.
- Decrease in **Operating Costs** is due to reduction in phone expenses**.** For better tracking and for consistency, all phone reimbursements and wireless services are going to be accounted for in designated accounts moved to the I.T. Division.

Description:

The State's Attorney's Office is responsible for the enforcement of State criminal laws within the geographical borders of the County. Cases presented by the State's Attorney's Office (SAO) in District Court include misdemeanors (e.g., assault, malicious destruction, theft, controlled dangerous substance offenses) and jail able traffic offenses (e.g., drunk driving and fleeing & eluding). The SAO presents juvenile cases in the Circuit Court sitting as a juvenile court. Felonies (e.g., murder, robbery, rape, kidnapping, sexual offenses, breaking and entering, controlled dangerous substance offenses), and all jury trial prayers and appeals from District Court are prosecuted in the Circuit Court by the SAO.

The SAO is designated as the forfeiting agent for drug forfeitures involving personal property (including vehicles and money) and real property. Decisions regarding drug forfeitures involving personal property (including vehicles & money) and real property are made in consultation with the seizing police agency.

The SAO is located in the Charles County Courthouse in La Plata, the County seat. The police consult the SAO for advice during criminal investigations. The SAO apprises victims of the status of criminal prosecution. Prosecutors appear before the four Circuit Court judges and two District Court judges to prosecute crimes. Additionally, they appear before the Master for Domestic Relations for child support matters.

Positions: Title	FY18 FTE	FY19 FTE	FY20 FTE	FY21 FTE	FY22 FTE
GENERAL FUND					
State's Attorney	1.0	1.0	1.0	1.0	1.0
Deputy's State's Attorney	1.0	1.0	1.0	1.0	1.0
Assistant State's Attorney	15.0	15.0	17.0	17.0	23.0
Support Staff*	32.4	34.4	34.4	34.4	34.4
Total Full Time Equivalent	**49.4**	**51.4**	**53.4**	**53.4**	**59.4**
FAS IT Support	(1.0)	(1.0)	(1.0)	(1.0)	(1.0)
Special Revenue Support	0.0	0.0	0.0	(1.0)	0.0
Net Cost to the General Fund	**48.4**	**50.4**	**52.4**	**51.4**	**58.4**

**Per agreement with the State's Attorney's Office, this position complement is subject to the amount of part-time employment in lieu of full-time employment. The County agrees to give the agency flexibility in filling vacancies.*

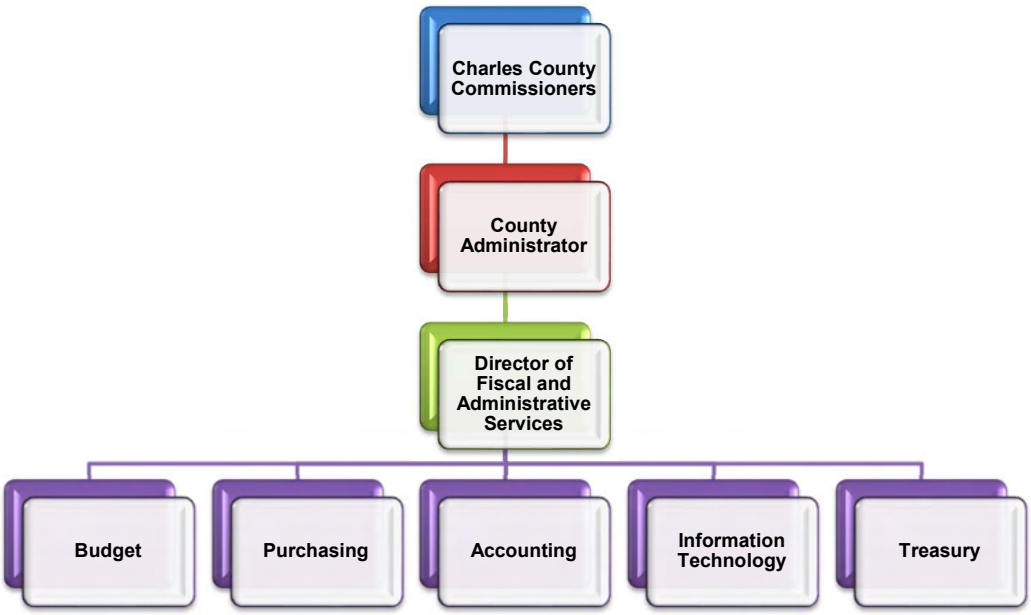
Fiscal & Administrative Services Summary

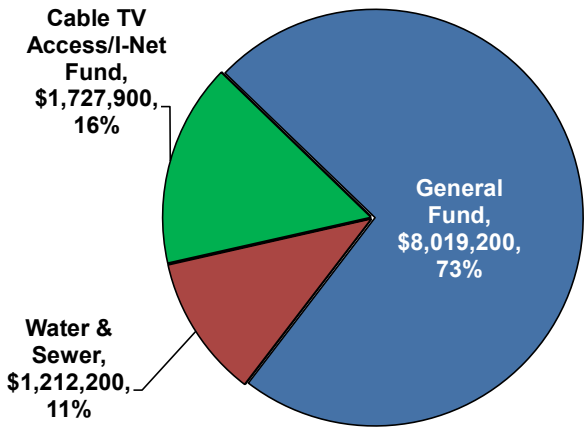
Jenifer Ellin, Director of Fiscal & Administrative Services 301-645-0570 301-870-2542

Address: 200 Baltimore Street, La Plata, MD 20646 8:00 a.m.-4:30 p.m. M-F

www.charlescountymd.gov/government/departments/fiscal-and-administrative-services

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Personal Services	$3,450,996	$3,683,200	$3,764,900	$3,824,900	$141,700	3.8%
Fringe Benefits	1,254,866	1,409,200	1,444,900	1,493,700	84,500	6.0%
Operating Costs	1,639,941	2,146,200	2,712,300	2,685,600	539,400	25.1%
Capital Outlay	0	0	15,000	15,000	15,000	New
Total Expenditures	$6,345,803	$7,238,600	$7,937,100	$8,019,200	$780,600	10.8%
Revenues	$381,144	$425,800	$421,700	$535,100	$109,300	25.7%
Total Expenditures as % of Budget:	**1.5%**	**1.7%**	**1.7%**	**1.8%**		

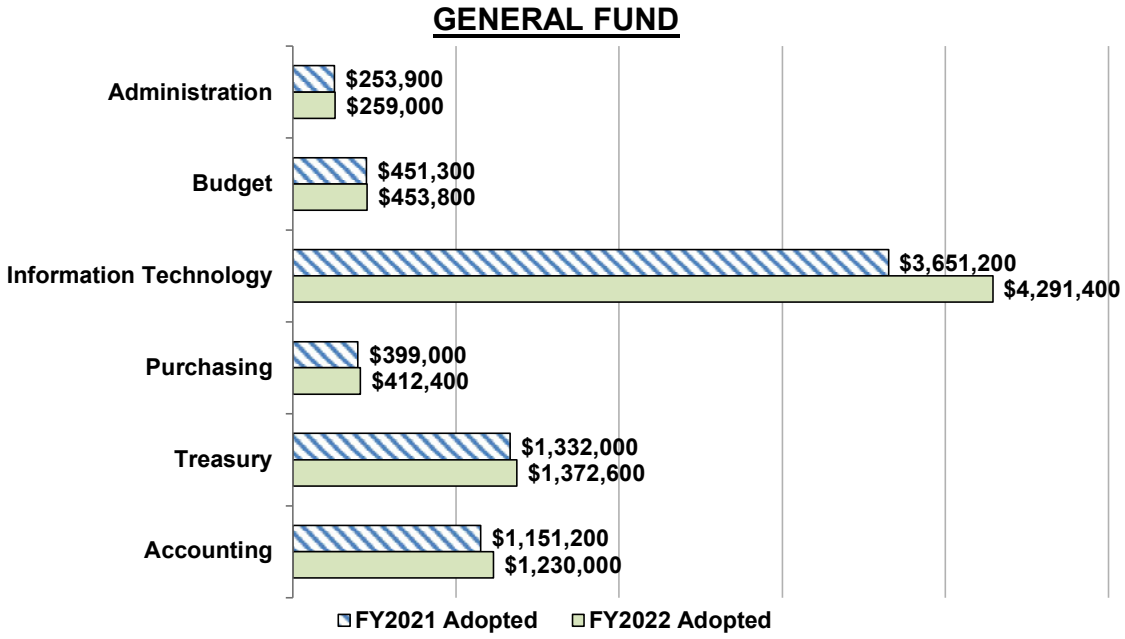




TOTAL FY2022 DEPARTMENT BUDGET
$10,959,300
(Totals for funds other than the General Fund exclude debt service payments, and transfer-out to the General Fund.)

As indicated by the graph, the Department of Fiscal & Administrative Services is allocated through several different funds.

Fiscal & Administrative Services Expenditure and Objectives



Objectives & Measurements:	FY18 Actual	FY19 Actual	FY20 Actual	FY21 Projected	FY22 Estimated
Budget: The ability to estimate revenues and expenditures is advantageous to the County, as it allows for fiscal decisions to be made with confidence. Revenue and Expenditure estimates prepared in December are compared to the year-end actual results to measure the accuracy of the Division's estimates.					
Accuracy Rate of Mid-Year Operating Revenue and Expense Estimates:					
General Fund Revenue	97.6%	97.5%	99.9%	98.3%	98.3%
General Fund Expense	97.8%	97.3%	95.8%	97.0%	97.0%
Water & Sewer Revenue	95.9%	97.9%	95.3%	96.4%	96.4%
Water & Sewer Expense	94.9%	99.2%	90.1%	94.7%	94.7%
Landfill Revenue	97.7%	97.3%	86.3%	93.8%	93.8%
Landfill Expense	98.8%	98.8%	93.6%	97.1%	97.1%
Cable Revenue	98.5%	97.6%	99.6%	98.5%	98.5%
Cable Expense	76.8%	85.8%	99.1%	81.3%	81.3%
Environmental Service Fund Revenue	98.7%	99.6%	98.7%	99.0%	99.0%
Environmental Service Fund Expense	97.9%	97.6%	76.0%	90.5%	90.5%
Watershed Revenue	95.1%	82.9%	99.8%	92.6%	92.6%
Watershed Expense	92.0%	86.0%	95.5%	91.1%	91.1%

FY21 Projected is based on current year end estimates

FY22 Estimated assumes we maintain our historical average ability to estimate revenues and expenditures.

- Achieves Commissioners 2019-2021 Goals and Objectives: Goal 2: Institutional Governance & Policy, Operational Excellence

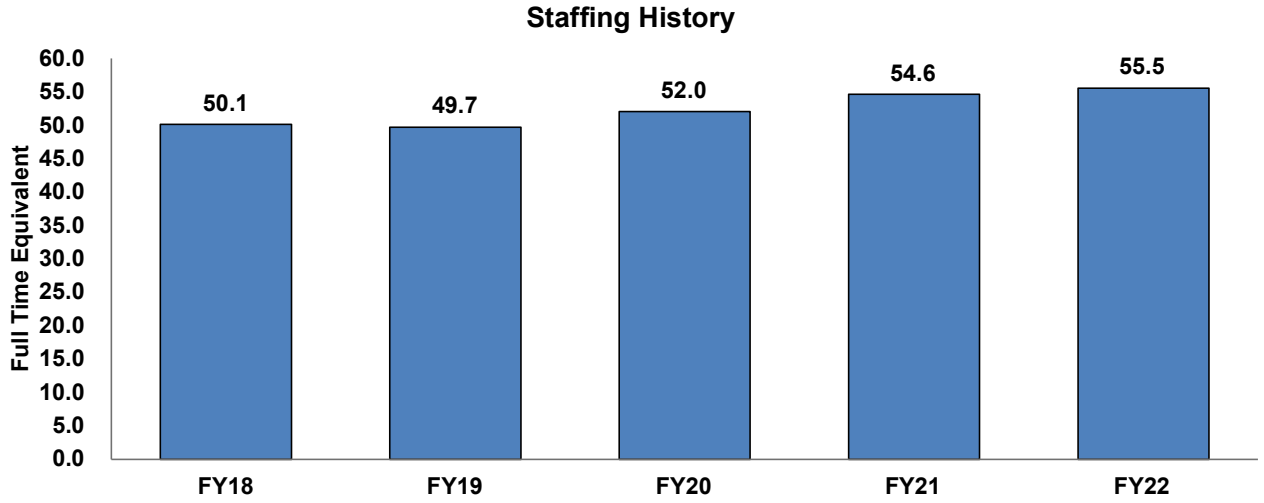
Budget: The County has adopted a strict, but flexible, policy regulating transfer of budget funds between line items and programs. Significant transfer requests require approval at the County Administrator or Commissioner level. The budget policy allows for a continuous flow of operating costs, while maintaining a desired degree of control.					
Average number of days for approval of budget transfer requests	4.12	4.00	4.61	4.24	5.00

- Achieves Commissioners 2019-2021 Goals and Objectives: Goal 2: Institutional Governance & Policy, Operational Excellence

Fiscal & Administrative Services Objectives & Measurements Cont.

Objectives & Measurements:	FY18 Actual	FY19 Actual	FY20 Actual	FY21 Projected	FY22 Estimated
Information Technology: Provide technical support and assistance with computer related requests.					
Number of users supported	801	1,089	1,128	1,200	1,300
• Achieves Commissioners 2019-2021 Goals and Objectives: Goal 2: Institutional Governance & Policy, Operational Excellence					
Information Technology: Resolve IT help desk calls in a timely manner for users of Charles County technology tools.					
Percent of help desk calls resolved within four hours	92%	96%	97%	97%	95%
• Achieves Commissioners 2019-2021 Goals and Objectives: Goal 2: Institutional Governance & Policy, Operational Excellence					
Information Technology: Operate, maintain and enhance the information technology network infrastructure.					
Number of PCs/laptops/printers/IP cameras supported	1,574	1,621	1,819	2,000	2,100
• Achieves Commissioners 2019-2021 Goals and Objectives: Goal 2: Institutional Governance & Policy, Operational Excellence					
Purchasing: To ensure timely processing of purchase orders.					
Average number of business days to process purchase orders (YTD)	0.184	0.124	0.100	0.175	0.175
• Achieves Commissioners 2019-2021 Goals and Objectives: Goal 2: Institutional Governance & Policy, Public Policy					
Purchasing: To monitor the number of significant individual procurement activities Purchasing conducts annually, and the number procurement-related protests. These procurement activities may include, but are not limited to: Formal procurement (RFQ, ITB, RFP), joint & cooperative procurement, sole source and utilization of other governments' contracts for significant amounts, utilization of significant dollar value of other governments' contracts, intergovernmental agreements, and disposal of property via auction. Cost avoidance is used to estimate the level of savings achieved as a result of employing a formal bidding process in the procurement of goods and services. The ultimate objectives under these two elements is to reduce bidding/contracting problems, and to increase cost avoidance, to the extent(s) possible.					
Cost avoidance - savings to the County as a result of formal solicitation (YTD)	$2,009,590	$4,757,629	$6,388,248	$16,000,000	$2,500,000
• Achieves Commissioners 2019-2021 Goals and Objectives: Goal 2: Institutional Governance & Policy, Public Policy					
Accounting: To convert as many active permanent accounts payable vendors to this form of payment, saving the County funds on special check printing paper, toner, and postage.					
Percent of ACH payments to total payments	40.3%	40.2%	39.7%	41.0%	42.0%
• Achieves Commissioners 2019-2021 Goals and Objectives: Goal 2: Institutional Governance & Policy, Operational Excellence					
Accounting: a. Record invoices and requests within 7-10 days from receipt. *b. Process invoices and requests for payments within payment terms of 30 days from invoice date.*					
Average days to process payment	5	6	6	6	5
• Achieves Commissioners 2019-2021 Goals and Objectives: Goal 2: Institutional Governance & Policy, Public Policy					
Treasury: To respond to customer inquires in a timely manner (24 hours).					
Average time to respond to public inquiries (Hours)	4	4	4	4	4
• Achieves Commissioners 2019-2021 Goals and Objectives: Goal 2: Institutional Governance & Policy, Operational Excellence					
Treasury: Timely deposit of funds.					
Average days to deposit receipts	1	1	1	1	1
• Achieves Commissioners 2019-2021 Goals and Objectives: Goal 2: Institutional Governance & Policy, Public Policy					
Treasury: To make full year tax information available to the public in a timely manner (10 days).					
Number of days after SDAT notification for public availability of tax information (one-time July)	4	4	7	7	7
• Achieves Commissioners 2019-2021 Goals and Objectives: Goal 2: Institutional Governance & Policy, Public Policy					

Fiscal & Administrative Services Staffing History



Positions by Program:	FY18	FY19	FY20	FY21	FY22
Administration	2.0	2.2	2.2	2.2	2.2
Budget	4.0	4.4	4.4	4.4	4.4
Information Technology	14.8	14.8	16.4	19.0	19.4
Purchasing	4.0	4.0	4.0	4.0	4.0
Accounting	11.8	10.8	11.5	11.5	12.0
Treasury	13.5	13.5	13.5	13.5	13.5
Total Full Time Equivalent	**50.1**	**49.7**	**52.0**	**54.6**	**55.5**

Fiscal & Administrative Services

Department: Fiscal & Administrative Services 01.04.06
Division\Program: Administration Fund: General
Program Administrator: Jenifer Ellin, Director of Fiscal & Administrative Services
www.charlescountymd.gov/government/departments/fiscal-and-administrative-services

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Personal Services	$186,422	$195,300	$197,200	$199,300	$4,000	2.0%
Fringe Benefits	49,061	53,800	54,900	55,100	1,300	2.4%
Operating Costs	2,000	4,800	4,600	4,600	(200)	-4.2%
Total Expenditures	$237,482	$253,900	$256,700	$259,000	$5,100	2.0%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes funding for approved salary increases.
- **Operating Costs** decrease is due to a reduction in employee education.

Description:

The Administrative Division of Fiscal & Administrative Services supervises the Accounting, Budget, Information Technology, Purchasing and Treasury Divisions of County Government. The Director serves as a committee member in the administration and management of various employee benefit plans on behalf of the County's public safety and general employees.

Additionally, the Administrative Division is responsible for securing major equipment through lease purchase financing and is responsible for the planning and issuance of long term debt for all bond financed capital projects. This Division maintains professional relationships with the County's Bond Rating Agencies, Financial Advisors, Banking Institutions, and Bond Counsel. The Director serves as Financial Advisor to the Board of County Commissioners and County Administrator.

Positions: Title	FY18 FTE	FY19 FTE	FY20 FTE	FY21 FTE	FY22 FTE
Director of Fiscal & Administrative Services	1.0	1.0	1.0	1.0	1.0
Fiscal & Administrative Coordinator	1.0	0.5	0.5	0.5	0.5
Part Time	0.0	0.7	0.7	0.7	0.7
Total Full Time Equivalent	**2.0**	**2.2**	**2.2**	**2.2**	**2.2**

Fiscal & Administrative Services

Department: Fiscal & Administrative Services 01.04.04
Division\Program: Budget Fund: General
Program Administrator: Jacob Dyer, Chief of Budget
http://www.charlescountymd.gov/budgetprocess

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Personal Services	$308,466	$310,900	$323,400	$306,400	($4,500)	-1.4%
Fringe Benefits	118,115	131,600	119,500	139,100	7,500	5.7%
Operating Costs	5,765	8,800	8,300	8,300	(500)	-5.7%
Total Expenditures	$432,346	$451,300	$451,200	$453,800	$2,500	0.6%
Revenues	$82,231	$89,100	$89,100	$160,200	$71,100	79.8%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes funding for approved salary increases. Also included is a new Budget Analyst I position to assist with the growing Capital Improvement Program. This position will be allocated to the Capital Projects.
- **Operating Costs** decrease is due to a reduction in printing and office supplies.
- **Revenues** are associated with the indirect cost reimbursement for work dealing with grants and is determined based on salary levels.

Description:

The functions of the Budget Division are to:
(1) coordinate, compile and review all departmental and agency requests,
(2) compile and recommend revenue estimates for all funds,
(3) prepare five year plan forecasts,
(4) analyze and recommend various tax and user fee rates based on requested, proposed, and approved operating budgets,
(5) prepare monthly management reports to include income statements, year-end revenue and expense estimates, and changes in fund balance for all major funds,
(6) coordinate the official Offering Statement associated with new bond issues,
(7) prepare special financial reports for bond rating agency presentations,
(8) assists Director with overall debt management of the County,
(9) monitor all budgets throughout the year,
(10) prepare quarterly capital project financial status reports,
(11) provide general financial support to departments and the general public,
(12) administer budget position control system, and
(13) coordinate and administer grant financial information including review of grant applications, preparing quarterly and annual financial reports, coordinating preparation of annual cost allocation plan, and compilation of federal grant information for completion of the A-133 single audit.

Positions:

Title	FY18 FTE	FY19 FTE	FY20 FTE	FY21 FTE	FY22 FTE
Chief of Budget	1.0	1.0	1.0	1.0	1.0
Assistant Chief of Budget	1.0	1.0	1.0	1.0	1.0
Senior Budget Analyst	1.0	1.0	1.0	1.0	1.0
Budget Analyst I - III	2.0	2.0	2.0	2.0	3.0
Fiscal & Administrative Coordinator	0.0	0.5	0.5	0.5	0.5
Total Full Time Equivalent	**5.0**	**5.5**	**5.5**	**5.5**	**6.5**
Allocated to Capital Projects	(1.0)	(1.2)	(1.2)	(1.2)	(2.2)
Net Cost to General Fund	**4.0**	**4.4**	**4.4**	**4.4**	**4.4**

Fiscal & Administrative Services

Department: Fiscal & Administrative Services 01.04.12
Division\Program: Information Technology Fund: General
Program Administrator: Evelyn Jacobson, Chief Information Officer
www.charlescountymd.gov/government/departments/fiscal-and-administrative-services/information-technology-division

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Personal Services	$1,172,819	$1,370,600	$1,398,500	$1,420,900	$50,300	3.7%
Fringe Benefits	386,321	473,500	506,400	510,000	36,500	7.7%
Operating Costs	1,394,127	1,807,100	2,372,200	2,345,500	538,400	29.8%
Capital Outlay	0	0	15,000	15,000	15,000	New
Total Expenditures	$2,953,266	$3,651,200	$4,292,100	$4,291,400	$640,200	17.5%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes funding for approved salary increases, adjustments to the part time scale for scheduled minimum wage increases, as well as the full year impact of FY2021 new positions and reallocating a position from the Cable Fund to the General Fund.
- Increase in **Operating Costs** is the net result of the increase in funding to support the IT division as well as other department's information technology needs which include the following:

  - NeoGov Learn, which is a component of NeoGov (the County's Human Resources software), provides an extensive online library of classes and will significantly reduce the time Human Resources spends registering participants for training. It also provides additional opportunities for employees who do shift work to take training classes.

  - Resident software for the County Commissioners to support the increased work load experienced in the Citizen Response Office. The workload has increased significantly during the recent pandemic.

  - To support telework capabilities of the various departments, funding was provided for GotoWebinar and additional licenses for Adobe to allow for electronic signatures.
- **Capital Outlay** is to replace an outdated personnel file management system for the Department of Emergency Services.

Description:

The Information Technology (IT) Division's primary responsibilities are the acquisition, design, development, maintenance and enhancement of technology infrastructure, applications and telecommunications in support of County Government operations and services to Charles County citizens. The division is divided into four areas: Applications, Network Services, Security, and Project Management.

The Applications area manages the County's enterprise software system, various internally developed and vendor acquired business applications, the County's internet and intranet sites, and Geographic Information Systems (GIS) applications.

The Network Services area is responsible for the County's network infrastructure, which includes multiple Local Area Networks (LANs) connected via the County's Wide Area Network, all County computers, desktops and network print services, County telecommunications, which includes Internet Protocol (IP) phones and mobile devices, the IP camera and video conferencing networks, various desktop applications, including the enterprise e-mail system, and Charles County Government Television (CCGTV) support.

The Security area is responsible for developing and implementing County-wide security policies and programs to protect the County's networks, systems and data from attacks. Also responsible for detecting, identifying, and controlling cyber incidents.

The IT Help Desk area is responsible for ensuring that all County users are able to utilize the tools provided by each of the areas above. The IT Help Desk has its finger on the pulse of the County's user community and plays an integral role in IT decisions related to technology rollouts, upgrades and support.

The Project Management area monitors major IT projects, as well as projects which impact multiple IT areas. This area also ensures that IT best practices are being followed and documented in applicable policies and/or procedures.

Fiscal & Administrative Services

Department:	Fiscal & Administrative Services	01.04.12
Division\Program:	Information Technology	Fund: General
Program Administrator:	Evelyn Jacobson, Chief Information Officer	

Positions:	**FY18**	**FY19**	**FY20**	**FY21**	**FY22**
Title	**FTE**	**FTE**	**FTE**	**FTE**	**FTE**
Chief Information Officer	1.0	1.0	1.0	1.0	1.0
Applications Manager	1.0	1.0	1.0	1.0	1.0
Network Manager	1.0	1.0	1.0	1.0	1.0
IT Project Manager	0.0	0.0	0.0	1.0	1.0
Information Security Officer	1.0	1.0	1.0	1.0	1.0
Broadband and Cable Manager	0.0	0.0	1.0	1.0	1.0
GIS Systems Analyst II	1.0	1.0	1.0	1.0	1.0
Systems Analyst II	3.0	3.0	3.0	4.0	4.0
WAN Coordinator	1.0	1.0	1.0	1.0	1.0
Network Specialist III	4.0	4.0	4.0	4.0	4.0
Technical Support Manager	1.0	1.0	1.0	1.0	1.0
Web Developer	1.0	1.0	1.0	1.0	1.0
Systems Analyst I	2.0	2.0	3.0	3.0	3.0
Security Analyst	0.0	0.0	0.0	1.0	1.0
Network Specialist II	1.0	1.0	1.0	1.0	1.0
Technical Support Specialist II	2.0	2.0	2.0	3.0	3.0
Telecommunication Specialist	1.0	1.0	1.0	1.0	1.0
Applications Customer Support Rep.	1.0	1.0	0.0	0.0	0.0
Information Technology Support Specialist	1.0	1.0	1.0	1.0	1.0
Part-time positions	2.2	2.2	3.8	1.7	1.7
Total Full Time Equivalent	**25.2**	**25.2**	**27.8**	**29.7**	**29.7**
Allocated to Cable TV / I-Net Fund	(7.3)	(7.3)	(8.3)	(6.7)	(6.3)
Allocated to W&S Enterprise Fund	(2.0)	(2.0)	(2.0)	(2.0)	(2.0)
Allocated to Inspection Fund	0.0	0.0	0.0	(1.0)	(1.0)
Allocated to State's Attorney's Office	(1.0)	(1.0)	(1.0)	(1.0)	(1.0)
Net Cost to General Fund	**14.8**	**14.8**	**16.4**	**19.0**	**19.4**

Fiscal & Administrative Services

Department: Fiscal & Administrative Services 01.04.14
Division\Program: Purchasing Fund: General
Program Administrator: Shanna Reese, Chief of Purchasing
https://www.charlescountymd.gov/business/procurement-bid-opportunities

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Personal Services	$220,378	$218,100	$229,200	$229,700	$11,600	5.3%
Fringe Benefits	159,365	173,000	173,200	174,200	1,200	0.7%
Operating Costs	9,183	7,900	8,500	8,500	600	7.6%
Total Expenditures	$388,926	$399,000	$410,900	$412,400	$13,400	3.4%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes funding to support approved salary increases.
- The **Operating Costs** increase is due to an increase in employee education to maintain certifications.

Description:

Purchasing is responsible for conducting formal procurement of commodities, equipment, services, and construction; oversight of non-formal procurement conducted by departments over which the County Commissioners exercise expenditure control; and disposal of surplus property.

Positions:	FY18	FY19	FY20	FY21	FY22
Title	FTE	FTE	FTE	FTE	FTE
Chief of Purchasing	1.0	1.0	1.0	1.0	1.0
Assistant Chief of Purchasing	1.0	1.0	1.0	1.0	1.0
Senior Procurement Specialist	1.0	2.0	2.0	2.0	2.0
Procurement Specialist	2.0	2.0	2.0	2.0	2.0
Purchasing Support Specialist	1.0	1.0	1.0	1.0	1.0
Total Full Time Equivalent	**6.0**	**7.0**	**7.0**	**7.0**	**7.0**
Allocated to Capital Projects	(2.0)	(3.0)	(3.0)	(3.0)	(3.0)
Net Cost to General Fund	**4.0**	**4.0**	**4.0**	**4.0**	**4.0**

Fiscal & Administrative Services

Department: Fiscal & Administrative Services 01.04.70
Division\Program: Accounting Fund: General
Program Administrator: William DeAtley, Chief of Accounting
www.charlescountymd.gov/government/departments/fiscal-and-administrative-services/accounting-division

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Personal Services	$798,533	$800,500	$816,600	$851,800	$51,300	6.4%
Fringe Benefits	254,575	271,700	274,700	297,700	26,000	9.6%
Operating Costs	68,089	79,000	80,500	80,500	1,500	1.9%
Total Expenditures	$1,121,197	$1,151,200	$1,171,800	$1,230,000	$78,800	6.8%
Revenues	$191,903	$189,100	$184,800	$227,100	$38,000	20.1%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes funding to support approved salary increases. New for FY2022 is an Accounts Payable Manager position which will oversee the Accounts Payable function to include accurate and timely recording of financial data which and will be funded through Capital Projects and Enterprise Funds.
- **Operating Cost** increase is due to an increase in auditing fees, public notices, and training based on anticipated costs.
- **Revenues** are associated with the indirect cost reimbursement to the Enterprise Funds and the purchasing card program.

Description:

The functions of the Accounting Division include: processing payroll, accounts payable, accounts receivable, capital assets, and general accounting. The water & sewer billing function is under a separate division but is administered by Accounting. Payroll records are maintained and checks are prepared for county employees, the Sheriff's employees and other outside agencies on a biweekly basis. In Accounts Payable, vendor invoices are matched with purchase orders/receiving records and processed for payment by check and ACH/wire. Checks are printed and mailed by the Treasury Division. ACH/wires are input and confirmed. Check requests and invoices for non-purchase order items are also processed.

Accounts Receivable prepares invoices for services provided by the county such as retiree health insurance, landfill usage, and outside agency shared costs. General Accounting includes posting journal entries generated by the above functions and by the Treasurer's office, and journal entries prepared by this and other departments to the general ledger.

Cash and investment accounts are reconciled and interest earned is recorded. Asset and Liability accounts are reconciled and maintained. Financial reports and ledgers are prepared and distributed internally. Capital asset records are maintained by accounting.

Annual financial reports are prepared, audited by external auditors, and submitted to the State as required. The Accounting division was awarded the "Certificate of Achievement for Excellence in Financial Reporting" for FY02 through FY19 by the Government Finance Officers, Association of the United States and Canada.

Positions:

Title	FY18 FTE	FY19 FTE	FY20 FTE	FY21 FTE	FY22 FTE
Chief of Accounting	1.0	1.0	1.0	1.0	1.0
Assistant Chief of Accounting	1.0	1.0	1.0	1.0	1.0
Risk Management Accountant	1.0	0.0	0.0	0.0	0.0
Accounts Payable Manager	0.0	0.0	0.0	0.0	1.0
Asset Accountant	1.0	1.0	1.0	1.0	1.0
Lead Accountant	1.0	1.0	1.0	1.0	1.0
Accounting Specialist II	0.0	0.0	0.0	1.0	1.0
Accounting Specialist I	2.0	2.0	2.0	1.0	1.0
Accounting Technician	2.0	2.0	2.0	2.0	2.0
Payroll Manager	1.0	1.0	1.0	1.0	1.0
Payroll Analyst II	1.0	1.0	1.0	1.0	1.0
Payroll Analyst I	1.0	1.0	1.0	1.0	1.0
Water/Sewer Billing Manger	1.0	1.0	1.0	1.0	1.0
Assistant W/S Billing Manager	1.0	1.0	1.0	1.0	1.0
Utility Billing Specialist	6.0	6.0	7.0	7.0	7.0
Part Time	0.0	0.0	0.8	0.8	0.8
Total Full Time Equivalent	**20.0**	**19.0**	**20.8**	**20.8**	**21.8**
Allocated to Capital Projects	0.0	0.0	0.0	0.0	(0.5)
Allocated to Enterprise Funds	(8.3)	(8.3)	(9.3)	(9.3)	(9.3)
Net Cost to General Fund	**11.8**	**10.8**	**11.5**	**11.5**	**12.0**

Fiscal & Administrative Services

Department: Fiscal & Administrative Services 01.04.22
Division\Program: Treasury Fund: General
Program Administrator: Eric Jackson, Chief of Treasury

https://www.charlescountymd.gov/government/fiscal-and-administrative-services/treasury-taxes

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Personal Services	$764,379	$787,800	$800,000	$816,800	$29,000	3.7%
Fringe Benefits	287,429	305,600	316,200	317,600	12,000	3.9%
Operating Costs	160,778	238,600	238,200	238,200	(400)	-0.2%
Total Expenditures	$1,212,585	$1,332,000	$1,354,400	$1,372,600	$40,600	3.0%
Revenues	$107,010	$147,600	$147,800	$147,800	$200	0.1%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes funding for approved salary increases.
- **Operating Costs** decrease is due to decreases in various accounts based on actual spending.
- **Revenues** were adjusted to reflect current trends.

Description:

The Treasury Division is responsible for the collection and investment of all County funds except pension plans. The office administers and collects County property taxes, as well as taxes for the incorporated towns of Indian Head and La Plata and for the State of Maryland. The Treasury Division collects payments for various County sponsored services such as water/sewer utility bills, tag-a-bags, liquor licenses, permits, dog tags, motor vehicle registrations, and other various fees and fines.

This office maintains all property tax accounts, including processing additions, abatements, transfers, address changes, tax liens, and conducting the tax sale each year. Deeds must also be researched and validated through this office prior to recording at the Court House. The Treasury Division is responsible for the tracking and maintenance of bankruptcy cases. The Treasury Division is also responsible for the collection of recordation and county transfer tax.
All accounts payable and Section 8 rental assistance checks are disbursed by this office. The Division must assure that all deposited funds are adequately collateralized.

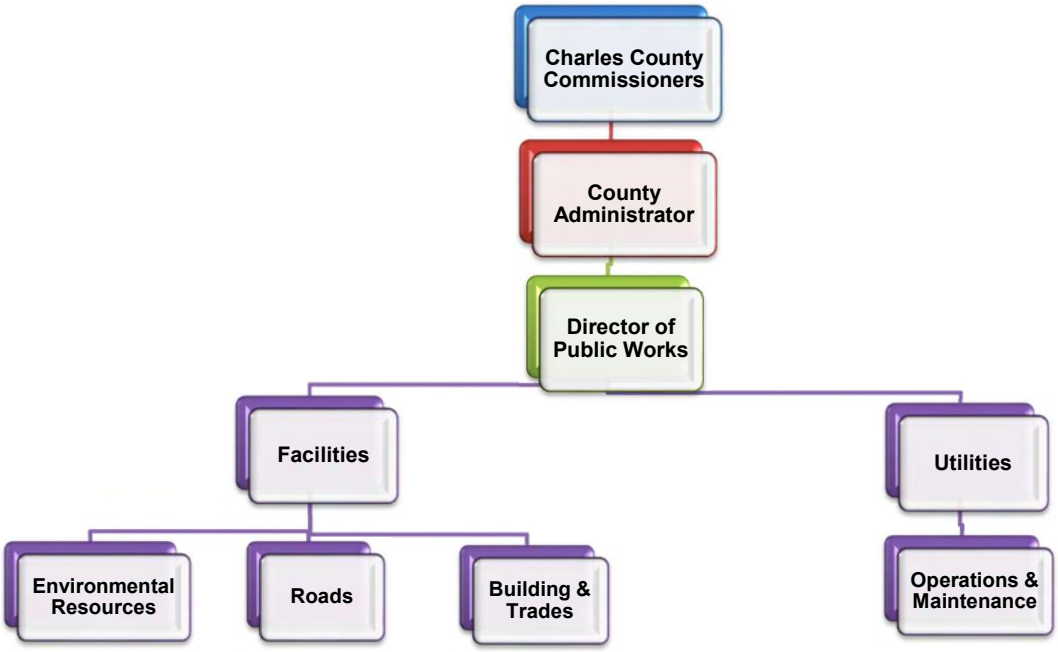
Positions:

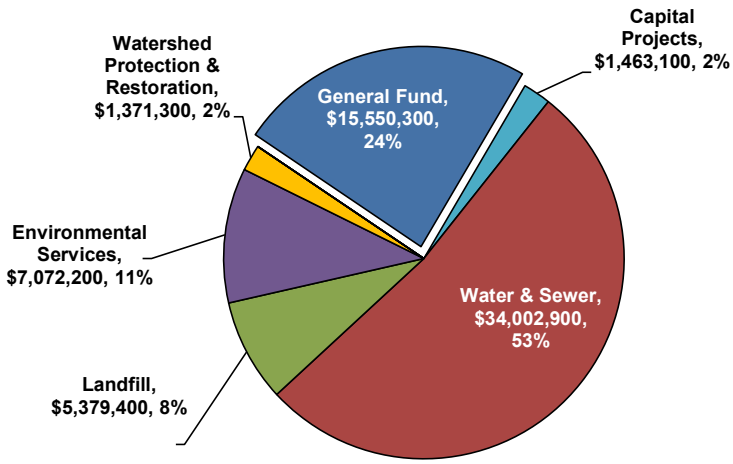
Title	FY18 FTE	FY19 FTE	FY20 FTE	FY21 FTE	FY22 FTE
Chief of Treasury	1.0	1.0	1.0	1.0	1.0
Assistant Chief of Treasury	1.0	1.0	1.0	1.0	1.0
Senior Tax Specialist	1.0	1.0	1.0	1.0	1.0
Treasury Specialist	1.0	1.0	1.0	1.0	1.0
Tax Specialist	3.0	3.0	3.0	3.0	3.0
Deed Specialist	1.0	1.0	1.0	1.0	1.0
Revenue Specialist	5.0	5.0	5.0	5.0	5.0
Part Time	0.5	0.5	0.5	0.5	0.5
Total Full Time Equivalent	**13.5**	**13.5**	**13.5**	**13.5**	**13.5**

Public Works Summary

Bernard Cochran, Acting Director of Public Works 301-932-3440 301-870-2778
Mailing Address: 1001 Radio Station Rd., La Plata, MD 20646 7:30 a.m.-4:00 p.m. M-F
Physical Address: 10430 Audie Ln., La Plata, MD 20646
www.charlescountymd.gov/government/public-works-facilities

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Personal Services	$5,827,190	$6,779,800	$6,918,000	$6,996,900	$217,100	3.2%
Fringe Benefits	2,006,490	2,051,800	2,026,000	2,015,300	(36,500)	-1.8%
Operating Costs	4,454,146	6,497,700	6,552,500	6,538,100	40,400	0.6%
Total Expenditures	$12,287,826	$15,329,300	$15,496,500	$15,550,300	$221,000	1.4%
Revenues	$613,200	$636,100	$617,700	$617,700	($18,400)	-2.9%
Total Expenditures as % of Budget:	**3.0%**	**3.5%**	**3.3%**	**3.5%**		



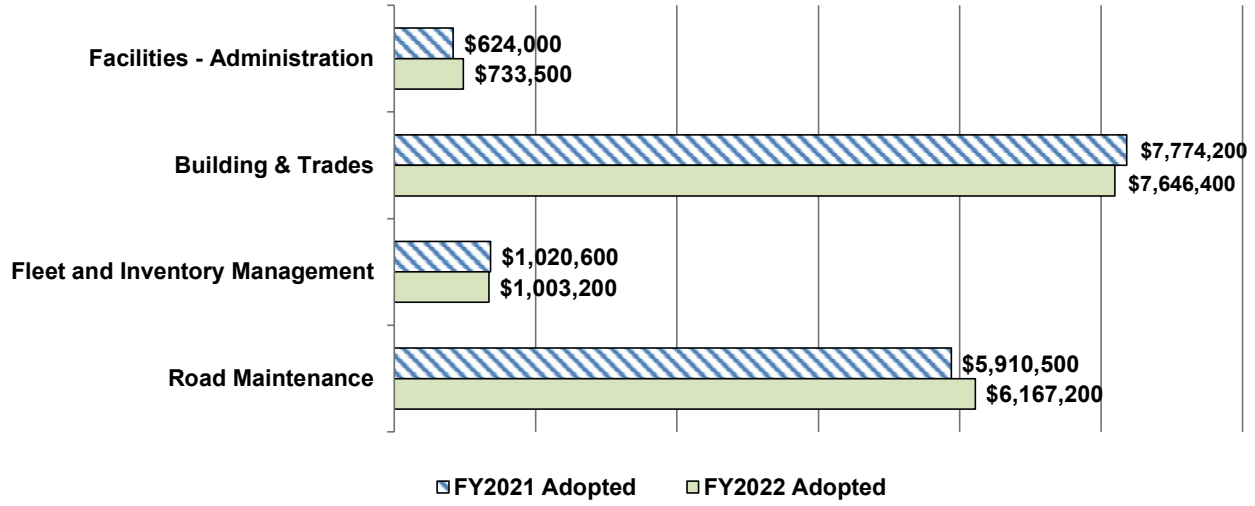


TOTAL FY2022 DEPARTMENT BUDGET
$64,839,200
(Totals for funds other than the General Fund exclude debt service and funding for future reserves.)

As indicated by the graph, the Department of Public Works is allocated through several different funds.

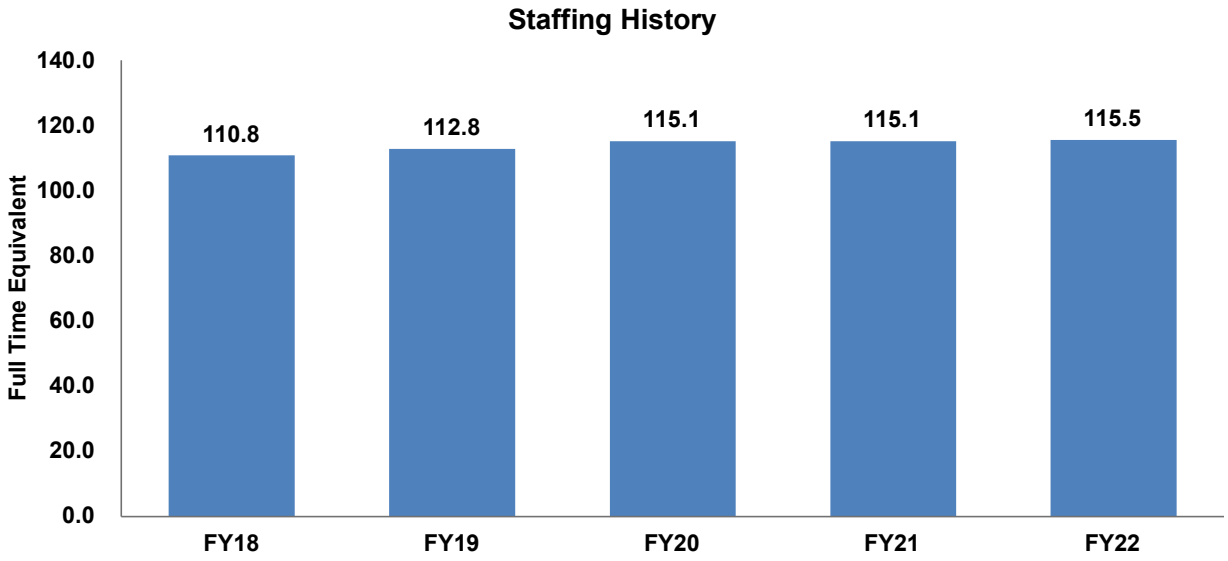
Public Works Expenditure and Objective & Measurements

GENERAL FUND



Objectives & Measurements:	FY18 Actual	FY19 Actual	FY20 Actual	FY21 Projected	FY22 Estimated
Building & Trades: To ensure a safe, satisfactory and comfortable work environment.					
Total building square footage maintained by custodians ($/sq. ft.)					
Square Footage maintained by custodians	676,683	676,683	812,019	812,019	812,019
Cost of custodial services per sq. ft.	$0.12	$0.12	$0.12	$0.12	$0.12
• Achieves Commissioners 2019-2021 Goals and Objectives: Goal 2: Institutional Governance & Policy, Operational Excellence					
Building & Trades: To ensure all facilities are maintained to a safe and comfortable standard.					
Number of requested work orders	5,174	4,454	4,800	4,900	7,807
% Corrective	23%	7%	7%	6%	2%
% Preventive	77%	93%	93%	94%	98%
• Achieves Commissioners 2019-2021 Goals and Objectives: Goal 2: Institutional Governance & Policy, Operational Excellence					
Fleet and Inventory Management: To complete all work orders promptly to ensure minimum downtime.					
Number of vehicles and equipment maintained	1,093	1,112	1,300	1,400	1,400
% Corrective	73%	87%	75%	75%	75%
% Preventive	27%	13%	25%	25%	25%
Cost per vehicle	$169	$139	$300	$325	$325
• Achieves Commissioners 2019-2021 Goals and Objectives: Goal 2: Institutional Governance & Policy, Operational Excellence					
Roads: To assure safe & smooth surfaced roads, cost per mile depends on width of roadway.					
Miles resurfaced	55	56	55	55	55
Cost per mile	$215,000	$220,000	$220,000	$220,000	$220,000
% of paved lane miles assessed as satisfactory	98%	98%	98%	98%	98%
• Achieves Commissioners 2019-2021 Goals and Objectives: Goal 1:Economic Development and Supportive Services, Infrastructure					
Roads: To repair all reported potholes within 24 hours.					
Number of Pothole Reports	545	349	400	400	400
Cost per repair	$80	$80	$90	$90	$90
• Achieves Commissioners 2019-2021 Goals and Objectives: Goal 1:Economic Development and Supportive Services, Infrastructure					
Roads: To provide maximum road maintenance with minimum number of staff.					
# of lane miles maintained	1,697	1,709	1,725	1,735	1,735
Cost per mile maintained	$2,583	$2,565	$2,550	$2,525	$2,525
• Achieves Commissioners 2019-2021 Goals and Objectives: Goal 2: Institutional Governance & Policy, Operational Excellence					

Public Works Staffing History



Positions by Program:	FY18	FY19	FY20	FY21	FY22
Facilities - Administration	6.9	6.8	7.5	6.8	7.2
Building & Trades	53.9	57.9	59.4	59.4	59.4
Fleet and Inventory Management	9.4	7.8	7.8	8.5	8.5
Road Maintenance	40.5	40.4	40.4	40.4	40.4
Total Full Time Equivalent	**110.8**	**112.8**	**115.1**	**115.1**	**115.5**

Public Works

Department: Public Works 01.05.06
Division\Program: Facilities - Administration Fund: General
Program Administrator: Bernard Cochran, Acting Director of Public Works
www.charlescountymd.gov/government/public-works-facilities

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Personal Services	$436,227	$447,100	$520,700	$533,800	$86,700	19.4%
Fringe Benefits	140,539	144,800	165,100	166,300	21,500	14.8%
Operating Costs	20,514	32,100	33,400	33,400	1,300	4.0%
Total Expenditures	$597,279	$624,000	$719,200	$733,500	$109,500	17.5%
Revenues	$5,607	$8,800	$7,300	$7,300	($1,500)	-17.0%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes approved salary increases, as well as the reallocation of the Director and Deputy Director due to the creation of the new Capital Project Management Department.
- The **Operating Costs** budget increased based on anticipated spending.
- **Revenues** are from agencies that use the County's fuel pumps.

Description:

The Department of Public Works provides front line services to the citizens of Charles County through the road system, solid waste services, environmental and recycling programs, as well as providing construction, renovation and maintenance of County and other governmental agency facilities. In addition, Capital Services provides professional project management services during the development and implementation of public infrastructure Capital Improvement Projects within Charles County.

The Administration Division manages and coordinates all DPW/Facilities operations, including personnel management of approximately 170 full time employees and 60 part time employees, as well as fiscal management of over $33,000,000 in operating budgets and approximately $75,000,000 capital improvement projects. In addition, Inventory Control provides procurement and distribution of stocked inventory valued at over $1,200,000 and manages the County's computerized fleet analysis and fuel management system.

Positions: Title	FY18 FTE	FY19 FTE	FY20 FTE	FY21 FTE	FY22 FTE
Director of Public Works	1.0	1.0	1.0	1.0	1.0
Deputy Director of Public Works - Facilities	1.0	1.0	1.0	1.0	1.0
Inventory Program Manager	1.0	1.0	1.0	1.0	1.0
DPW Project and Program Manager	1.0	1.0	1.0	1.0	1.0
Environmental Compliance Officer	1.0	1.0	1.0	1.0	1.0
Inventory Specialist	1.0	1.0	2.0	2.0	2.0
Management Support Specialist	1.0	1.0	1.0	1.0	1.0
Administrative Associate	3.0	3.0	3.0	3.0	3.0
Inventory Control Associate	1.0	1.0	0.0	0.0	0.0
Part Time	0.0	0.0	0.7	0.0	0.0
Total Full Time Equivalent	**11.0**	**11.0**	**11.7**	**11.0**	**11.0**
Allocated to:					
Water & Sewer Enterprise Fund	(1.0)	(1.1)	(1.1)	(1.1)	(1.1)
Solid Waste Enterprise Fund	(0.9)	(0.9)	(0.9)	(0.9)	(0.9)
Environmental Service Enterprise Fund	(0.8)	(0.8)	(0.8)	(0.8)	(0.8)
Watershed Protection & Restoration Fund	(1.0)	(1.0)	(1.0)	(1.0)	(1.0)
Capital Projects	(0.5)	(0.5)	(0.5)	(0.5)	0.0
Net Cost to General Fund	**6.9**	**6.8**	**7.5**	**6.8**	**7.2**

Public Works

Department: Public Works 01.05.33
Division\Program: Building & Trades Fund: General
Program Administrator: John Earle, Chief of Building & Trades
https://www.charlescountymd.gov/government/public-works-facilities

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Personal Services	$2,943,999	$3,318,400	$3,300,100	$3,373,200	$54,800	1.7%
Fringe Benefits	970,759	978,700	924,300	930,700	(48,000)	-4.9%
Operating Costs	2,861,974	3,477,100	3,342,500	3,342,500	(134,600)	-3.9%
Total Expenditures	$6,776,733	$7,774,200	$7,566,900	$7,646,400	($127,800)	-1.6%
Revenues	$607,593	$627,300	$610,400	$610,400	($16,900)	-2.7%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the approved salary increases and adjustments based on current personnel.
- **Operating Costs** are decreasing based on current trends in spending for utilities and electricity.
- **Revenues** represent funds received from the Health Department and the Courthouse.

Description:

Buildings & Trades Division is responsible for the efficient operation and maintenance of 162 County facilities, covering over 2,000,000 square feet. The Division consists of five specialized work centers that provide service, maintenance, and improvements to all County facilities. These include Building Maintenance, HVAC, Electrical, Construction and Custodial Services. Building & Trades also performs capital improvement projects, including new construction and renovation of existing facilities.

Positions:

Title	FY18 FTE	FY19 FTE	FY20 FTE	FY21 FTE	FY22 FTE
Chief of Buildings and Trades	1.0	1.0	1.0	1.0	1.0
Asset Program Manager	0.0	0.0	1.0	1.0	1.0
Operations Manager	1.0	1.0	0.0	0.0	0.0
Assistant Chief of Buildings and Trades	0.0	0.0	1.0	1.0	1.0
CIP Construction Project Manager	1.0	1.0	0.0	0.0	0.0
Facilities Maintenance Manager	3.0	3.0	0.0	0.0	0.0
HVAC Superintendent	0.0	0.0	1.0	1.0	1.0
Electrical Superintendent	0.0	0.0	1.0	1.0	1.0
Maintenance Superintendent	0.0	0.0	1.0	1.0	1.0
Project Superintendent	1.0	1.0	1.0	1.0	1.0
Building Services Superintendent	1.0	1.0	1.0	1.0	1.0
Maintenance Technician Team Leader	0.0	0.0	2.0	2.0	2.0
Construction Supervisor	1.0	1.0	0.0	0.0	0.0
HVAC Technician Team Leader	1.0	1.0	1.0	1.0	1.0
Electrical Technician Team Leader	0.0	0.0	0.0	1.0	1.0
Building Services Technician Team Leader	1.0	2.0	2.0	2.0	2.0
Facilities Maintenance Supervisor	1.0	1.0	0.0	0.0	0.0
Facilities Maintenance Coordinator	0.0	1.0	0.0	0.0	0.0
Electrical Technician III	2.0	2.0	2.0	1.0	1.0
Maintenance Technician III	0.0	0.0	3.0	4.0	4.0
HVAC Technician III	0.0	0.0	2.0	2.0	2.0
Facilities Maintenance Technician III	4.0	4.0	0.0	0.0	0.0
Electrical Technician II	3.0	3.0	3.0	3.0	3.0
HVAC Technician II	0.0	0.0	2.0	2.0	2.0
Maintenance Technician II	0.0	0.0	7.0	4.0	4.0
Facilities Maintenance Technician II	8.0	9.0	0.0	0.0	0.0
Electrical Technician I	2.0	2.0	2.0	2.0	2.0
HVAC Technician I	0.0	0.0	1.0	1.0	1.0
Maintenance Technician I	0.0	0.0	1.0	3.0	3.0
Facilities Maintenance Technician I	2.0	2.0	0.0	0.0	0.0
Building Services Technician	4.0	5.0	20.0	20.0	20.0
Custodial Worker I	15.0	15.0	0.0	0.0	0.0
Part-time Positions	4.9	4.9	6.4	6.4	6.4
Total Full Time Equivalent	**56.9**	**60.9**	**62.4**	**62.4**	**62.4**
Allocated To: Water & Sewer Enterprise Fund	(3.0)	(3.0)	(3.0)	(3.0)	(3.0)
Net Cost to General Fund	**53.9**	**57.9**	**59.4**	**59.4**	**59.4**

Public Works

Department: Public Works 01.05.44
Division\Program: Fleet and Inventory Management Fund: General
Program Administrator: John Mudd, Chief of Fleet and Inventory Management
www.charlescountymd.gov/government/public-works-facilities

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Personal Services	$482,267	$559,900	$546,500	$560,500	$600	0.1%
Fringe Benefits	199,578	213,700	194,500	195,600	(18,100)	-8.5%
Operating Costs	167,533	247,000	252,400	247,100	100	0.0%
Total Expenditures	$849,377	$1,020,600	$993,400	$1,003,200	($17,400)	-1.7%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the approved salary increases which is being offset by turnover**.** A full time reduced hour Vehicle and Equipment Technician is being upgraded to full time and the increase in hours is being supported by the Water and Sewer Fund.
- The **Operating Costs** increased based on projected spending.

Description:

Fleet and Inventory Management provides maintenance and repair of over 1,000 tagged and non-tagged vehicles and equipment, including auto body work and repair. Provides professional preventative maintenance and repairs for all County vehicles and equipment, tracks costs and repair histories, fuel usage, and makes replacement recommendations.

Positions: Title	FY18 FTE	FY19 FTE	FY20 FTE	FY21 FTE	FY22 FTE
Chief of Fleet and Inventory Management	0.0	0.0	1.0	1.0	1.0
Fleet Maintenance Superintendent	1.0	1.0	1.0	1.0	1.0
Technician - Team Leader	1.0	1.0	0.0	0.0	0.0
Automotive Body Technician	1.0	1.0	1.0	1.0	1.0
Vehicle and Equipment Technician	6.8	6.8	6.8	6.8	7.0
Small Engine Technician	1.0	2.0	2.0	2.0	2.0
Golf / Equipment Mechanic Assistant	1.0	0.0	0.0	0.0	0.0
Part Time Positions	0.6	0.0	0.0	0.7	0.7
Total Full Time Equivalent	**12.4**	**11.8**	**11.8**	**12.5**	**12.7**
Allocated to:					
Water & Sewer Enterprise Fund	(2.0)	(3.1)	(3.1)	(3.1)	(3.3)
Solid Waste Enterprise Fund	(1.0)	(1.0)	(1.0)	(1.0)	(1.0)
Net Cost to General Fund	**9.4**	**7.8**	**7.8**	**8.5**	**8.5**

Public Works

Department: Public Works 01.05.53
Division\Program: Road Maintenance Fund: General
Program Administrator: Steve Staples, Chief of Roads
www.charlescountymd.gov/services/roads

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Personal Services	$1,964,697	$2,454,400	$2,550,700	$2,529,400	$75,000	3.1%
Fringe Benefits	695,615	714,600	742,100	722,700	8,100	1.1%
Operating Costs	1,404,125	2,741,500	2,924,200	2,915,100	173,600	6.3%
Total Expenditures	$4,064,437	$5,910,500	$6,217,000	$6,167,200	$256,700	4.3%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the approved salary increases.
- Due to an MOU agreement with the State Highway Administration for Traffic Signal Maintenance, as well as the need for additional contractors to assist with repairs and maintenance on roads, **Operating Costs** are increasing.

Description:

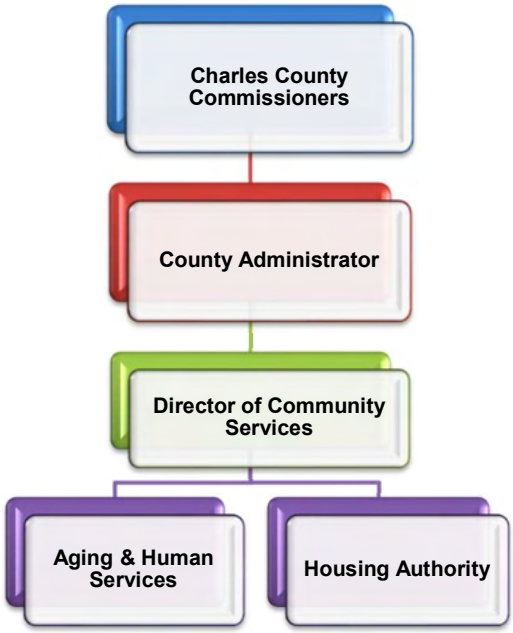
The Roads Division performs repair and maintenance for over 1,709 lane miles of County roadways. This includes resurfacing, deep patching, tree trimming, mowing, culvert and shoulder maintenance, traffic safety, as well as snow removal and emergency response to other weather related activities.

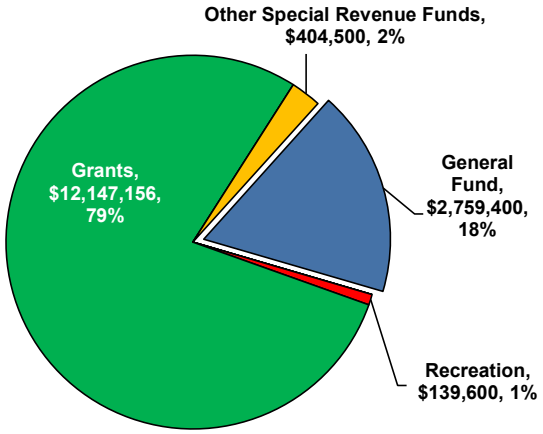
Positions: Title	FY18 FTE	FY19 FTE	FY20 FTE	FY21 FTE	FY22 FTE
Chief of Roads	1.0	1.0	1.0	1.0	1.0
Roads Superintendent	2.0	2.0	2.0	2.0	2.0
Roads Project Manager	1.0	1.0	1.0	1.0	1.0
Bridge Project Manager	1.0	1.0	1.0	1.0	1.0
Overlay Project Manager	1.0	1.0	1.0	1.0	1.0
Road Maintenance Team Leader	5.0	5.0	5.0	5.0	5.0
Roads Construction Inspector	1.0	1.0	1.0	1.0	1.0
Traffic Safety and Sign Team Leader	1.0	1.0	1.0	1.0	1.0
Sign Shop Manager	1.0	1.0	1.0	1.0	1.0
Roads Program Administrator	1.0	1.0	1.0	1.0	1.0
Roads Equipment Operator IV	1.0	1.0	1.0	1.0	1.0
Roads Equipment Operator III	7.0	7.0	7.0	7.0	6.0
Roads Equipment Operator II	11.0	11.0	11.0	11.0	12.0
Part Time Positions	7.0	7.0	7.0	7.0	7.0
Total Full Time Equivalent	**41.0**	**41.0**	**41.0**	**41.0**	**41.0**
Allocated to:					
Watershed Protection & Restoration Fund	(0.1)	(0.2)	(0.2)	(0.2)	(0.2)
Capital Projects	(0.4)	(0.4)	(0.4)	(0.4)	(0.4)
Net Cost to General Fund	**40.5**	**40.4**	**40.4**	**40.4**	**40.4**

Community Services Summary

Dina Barclay, Director of Community Services — 301-934-9305 301-870-3388
Address: 8190 Port Tobacco Rd., Port Tobacco, MD 20677 — 8:00 a.m.-4:30 p.m. M-F
www.charlescountymd.gov/government/departments/community-services

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Personal Services	$1,218,182	$1,452,400	$1,617,500	$1,602,300	$149,900	10.3%
Fringe Benefits	515,623	558,300	579,700	584,800	26,500	4.7%
Operating Costs	366,118	436,100	289,500	283,600	(152,500)	-35.0%
Transfers Out	86,991	244,000	265,600	288,700	44,700	18.3%
Total Expenditures	$2,186,914	$2,690,800	$2,752,300	$2,759,400	$68,600	2.5%
Revenues	$6,927	$2,100	$2,100	$2,100	$0	0.0%
Total Expenditures as % of Budget:	**0.5%**	**0.6%**	**0.6%**	**0.6%**		



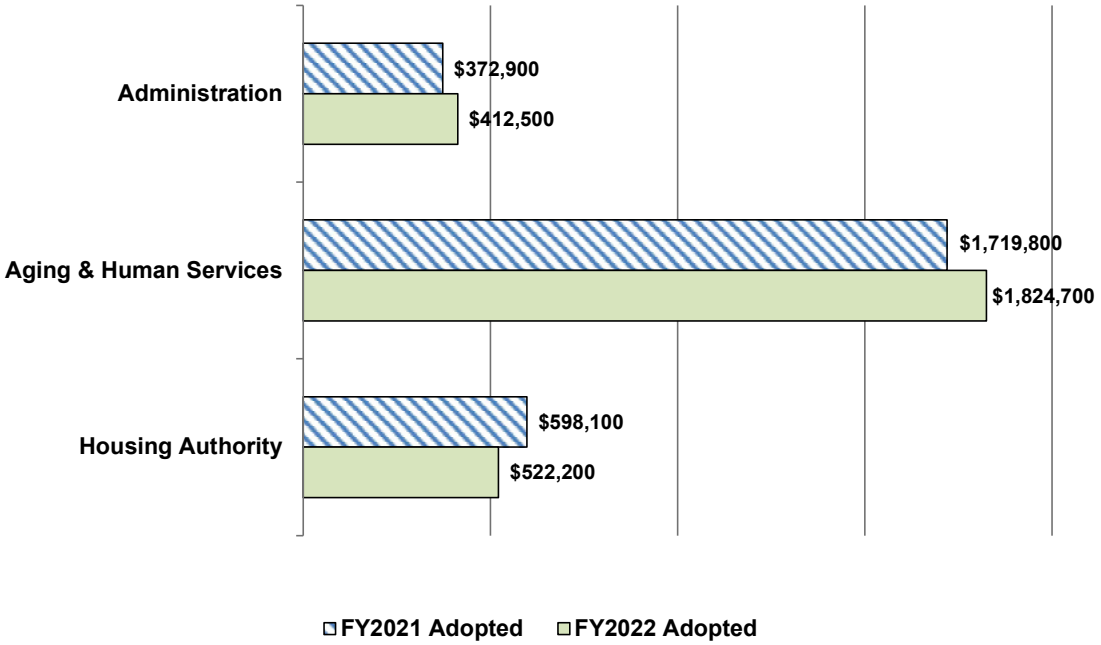


TOTAL FY2022 DEPARTMENT BUDGET
$15,450,656
(Totals for funds other than the General Fund exclude transfers-in from the General Fund, debt service, and funding for future reserves.)

As indicated by the graph, the Department of Community Services is allocated through several different funds.

Community Services Expenditure and Objectives & Measurements

GENERAL FUND

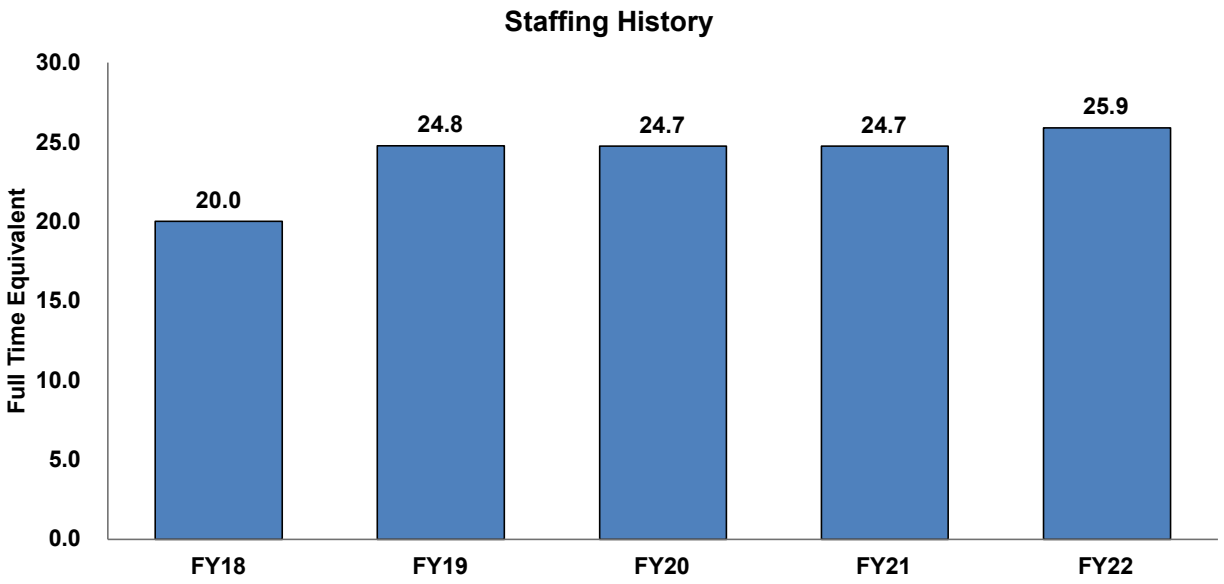


Objectives & Measurements:	FY18 Actual	FY19 Actual	FY20 Actual	FY21 Projected	FY22 Estimated
Aging & Human Services: To increase participation in Aging programs.					
# of persons who accessed MAP for long term care support services & benefits	1,876	2,090	2,630	2,600	2,700
# of registered seniors served (unduplicated)	4,631	4,637	4,729	4,750	4,775
# of billable units for Community Options Waiver	12,498	13,856	14,735	14,750	14,750
Total Units of Service	271,870	270,777	347,780	280,000	285,000
Housing: Assist low and moderate-income families in attaining decent, safe, and sanitary housing by meeting the following Section 8 measurements:					
Units of Assistance	724	713	725	735	740
# HCV recertification's completed	724	713	725	735	740
# of low income housing rental assistance provided	724	713	725	735	740
# of SLP applications approved by MDHCD	1	0	1	4	6
# of wait list applications processed	*	179	246	250	300

**New for FY2019*

- Achieves Commissioners 2019-2021 Goals and Objectives: Goal 5: Quality of Life, Affordable/Workforce Housing

Community Services Staffing History



Positions by Program:	FY18	FY19	FY20	FY21	FY22
Administration	1.5	2.5	2.5	2.5	2.9
Aging & Human Services*	15.5	19.8	19.8	19.8	20.5
Housing Authority	3.0	2.5	2.5	2.5	2.5
Total Full Time Equivalent	**20.0**	**24.8**	**24.7**	**24.7**	**25.9**

** Full Time Equivalency to the General Fund is adjusted throughout the fiscal year when new grants that support positions are awarded.*

Community Services

Department: Community Services 01.06.06
Division\Program: Administration Fund: General
Program Administrator: Dina Barclay, Director of Community Services
www.charlescountymd.gov/government/departments/community-services

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Personal Services	$199,903	$196,700	$252,700	$225,800	$29,100	14.8%
Fringe Benefits	43,664	46,300	58,400	56,400	10,100	21.8%
Operating Costs	131,436	129,900	133,200	130,300	400	0.3%
Total Expenditures	$375,002	$372,900	$444,300	$412,500	$39,600	10.6%

Changes and Useful Information:

- Change in **Personal Services** and **Fringe Benefits** reflects the full year impact of approved salary increases. Additionally, the increase reflects Director and administrative staff charges to the Special Revenue Child Care Program account that have been moved back to DCS Administration as appropriate based on work performed.
- **Operating Costs** increase is due spending trends.

Description:

The Department of Community Services is the most direct link between County Government and the public. The Department provides programs and services that affect every part of the population, consisting of four major programs, each with its own focus, all with the same goal: to provide quality programs and services to Charles County residents. The overall direction and goals for the Department of Community Services are established within the Administration Division.

The Director, working closely with the County Commissioners and the division chiefs, creates the framework for addressing community needs. The Administration Division is also responsible for the direct supervision of the child care programs.

The Department of Community Services oversees the Charles County Advocacy Council for Children, Youth, and Families (CCACCYF), the County's Local Management Board (LMB) which plans, manages, and evaluates services to families and children. Except for advocacy and information & referral services, the CCACCYF does not provide human services directly, but contracts with public and private agencies to provide a variety of services for which the CCACCYF receives state and federal funding which is managed within special revenue accounts.

Positions:

Title	FY18 FTE	FY19 FTE	FY20 FTE	FY21 FTE	FY22 FTE
Director of Community Services	0.9	0.9	0.9	0.9	0.9
Community Services Specialist	0.8	0.8	0.8	0.8	0.8
Administrative Associate	0.0	1.0	1.0	1.0	1.0
Office Associate III	0.5	0.5	0.5	0.5	0.5
Total Full Time Equivalent	**2.2**	**3.2**	**3.2**	**3.2**	**3.2**
Allocated to CCACCYF	(0.4)	(0.4)	(0.4)	(0.4)	0.0
Allocated to Housing Assistance Fund	(0.3)	(0.3)	(0.3)	(0.3)	(0.3)
Net Cost to General Fund	**1.5**	**2.5**	**2.5**	**2.5**	**2.9**

Community Services

Department: Community Services 01.06.21
Division\Program: Aging & Human Services Fund: General
Program Administrator: Lisa Furlow, Chief of Aging & Human Services
www.charlescountymd.gov/services/aging-and-senior-services

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Personal Services	$834,168	$1,064,600	$1,176,100	$1,183,100	$118,500	11.1%
Fringe Benefits	418,201	455,600	463,900	471,600	16,000	3.5%
Operating Costs	160,491	181,600	139,700	139,700	(41,900)	-23.1%
Transfers Out	30,600	18,000	24,000	30,300	12,300	68.3%
Total Expenditures	$1,443,461	$1,719,800	$1,803,700	$1,824,700	$104,900	6.1%

Changes and Useful Information:

- Change in **Personal Services** and **Fringe Benefits** reflects the full year impact of approved salary increases and increases to part time wages.
  - Also included are funds to support the Home and Community Based Services Supervisor through the General Fund versus relying on state fee-for-service revenues which will allow a more sustainable revenue stream to support all other staff in the unit.
  - A Home and Community Based Services Case Manager position was approved for FY2022 by reassigning the Local Care Team Coordinator position. This position will provide succession planning for the unit and will provide essential health and long-term care services for profundly disabled and chronically ill youth, adults, and elderly residents.
- **Operating Costs** reduction is mainly due to a reduction in the cost of Meals as grant funding has been sufficient to cover and due to historical spending in various other accounts.
- **Transfers Out** is to support part time personnel for sick and safe leave usage under the Community Options Waiver program as needed as fee for services decreases with use of this leave.

Description:

The Aging and Human Services Division serves as the designated Area Agency on Aging (AAA) and Maryland Access Point for Charles County, with the mission to provide a comprehensive and coordinated system for nutrition and long term care support services for qualified elderly and disabled adults. The Division performs three major activities: advocates on behalf of all older persons who reside in Charles County; identifies the needs of the elderly and develops plans for meeting those needs through a system of in-home and community services which enables the elderly to maintain their independence and dignity; and administers a wide variety of federal, state and local funds which support these services.

The Aging and Human Services Division provides direct services as well as information and referral for senior citizens and their families through a variety of programs and services to include many programs such as: Employment Opportunities; Housing and Assisted Living Programs; Income Tax Assistance/Consultation; Legal Services; Nutrition Education; Nursing Homes Advocacy; Senior Centers; Telephone Reassurance; Social Security Benefit Intake; Volunteer Opportunities; and Wellness and Fitness Programs. Local funding provided by County Commissioners is used as required matching funds for federal and state grants, to cover fringe benefits, and to provide support for a wide range of programs and services. Programs and services include operation of senior centers and associated facility expenses, grants to senior citizen clubs, volunteer coordination, senior information and assistance (including emergency services and benefits coordination), outreach, nutrition services (including congregate and home-delivered meals), as well as long-term care services (including guardianship, ombudsman services, respite care provider registry, assisted housing, & gap filling services for the frail & disabled.

The Aging and Human Services Division serves as the lead agency for Maryland Access Point (MAP) of Charles County. The goal of MAP is to provide a "no wrong door" approach to improve information and access to all program and services for which an elderly or disabled adult may be eligible. Persons seeking services receive navigation assistance from a single point of entry, and a toll-free number established for this program. MAP staff will assist with applications for public benefits and entitlement programs, as well as provide eligibility screening and options counseling to assist individuals with determining the programs available to meet their need for long term care and supportive services.

The Division is tasked with administering several programs as the Affordable Care Act (ACA) mandated services continue in Maryland. Programs such as nursing home diversion, Medicare Improvements for Patients & Providers Act project, Senior Medicare Patrol fraud prevention, and Enhanced options Counseling for the Aging & Disability Resource Center strategic plan are some examples of state and federal directives that the Division administers. The Division has also been directed under a statewide plan to expand its capacity and procedures for fee-for-service billing of specific Medicaid Programs. Direct billing to Medicaid is aimed at providing more sustainable funding for ACA programs that provide long term care services and supports for disabled adults aged 18 and older, frail elderly, and their family caregivers throughout Charles County.

This division also plans and administers programs for persons of all ages at the Nanjemoy Community Center.

Community Services

Department: Community Services 01.06.21
Division\Program: Aging & Human Services Fund: General
Program Administrator: Lisa Furlow, Chief of Aging & Human Services

Positions:	**FY18**	**FY19**	**FY20**	**FY21**	**FY22**
Title	**FTE**	**FTE**	**FTE**	**FTE**	**FTE**
Director of Community Services	0.2	0.2	0.2	0.2	0.2
Chief of Aging & Human Services	1.0	1.0	1.0	1.0	1.0
Centers Administrator	1.0	1.0	1.0	1.0	1.0
Rural Center Coordinator	1.0	1.0	1.0	1.0	1.0
Aging & Disability Resource Center Supervisor	1.0	1.0	1.0	1.0	1.0
Aging & Disability Resource Center Coordinator	1.0	1.0	1.0	1.0	1.0
Financial Support Administrator	0.4	0.4	0.4	0.4	0.4
Senior Center Supervisor	0.0	1.0	1.0	1.0	1.0
Long Term Care Supervisor	1.0	1.0	1.0	1.0	1.0
Nutritionist	1.0	1.0	1.0	1.0	1.0
Home & Community Based Services Supv.	1.0	1.0	1.0	1.0	1.0
Home & Community Based Srvs Case Mgr	0.0	0.0	0.0	0.0	1.0
Aging & Disability Resource Ctr Specialist	1.0	1.0	1.0	1.0	1.0
Senior Center Coordinator	2.9	2.9	2.9	2.9	2.9
Community Services Specialist	0.2	0.2	0.2	0.2	0.2
Long Term Care Coordinator	1.0	1.0	1.0	1.0	0.0
Aging Program Specialist	1.0	1.0	1.0	1.0	1.0
Health Promotion & Physical Fitness Coord.	1.0	1.0	1.0	1.0	1.0
Fitness Specialist	0.0	1.0	1.0	1.0	1.0
Office Associate II	1.0	1.0	1.0	1.0	1.0
Custodial Worker I	1.0	1.0	1.0	1.0	1.0
Part Time Positions	14.0	16.8	16.8	16.8	16.8
Total Full Time Equivalent	**31.6**	**36.5**	**36.5**	**36.5**	**36.5**
Allocated to Recreation Fund	(3.0)	(3.5)	(3.5)	(3.5)	(3.5)
Allocated to Grants	(13.1)	(13.2)	(13.2)	(13.2)	(12.5)
Net Cost to General Fund	**15.5**	**19.8**	**19.8**	**19.8**	**20.5**

Department: Community Services 01.06.58
Division\Program: Housing Authority Fund: General
Program Administrator: Rita Wood, Chief of Housing Authority

https://www.charlescountymd.gov/services/health-and-human-services/housing-services/housing-authority

Expenditure Category	**FY2020 Actual**	**FY2021 Adopted**	**FY2022 Request**	**FY2022 Adopted**	**$ Change from FY2021**	**% Chg.**
Personal Services	$184,111	$191,100	$188,700	$193,400	$2,300	1.2%
Fringe Benefits	53,758	56,400	57,400	56,800	400	0.7%
Operating Costs	74,191	124,600	16,600	13,600	(111,000)	-89.1%
Transfers Out	56,391	226,000	241,600	258,400	32,400	14.3%
Total Expenditures	$368,451	$598,100	$504,300	$522,200	($75,900)	-12.7%
Revenues	$6,927	$2,100	$2,100	$2,100	$0	0.0%

Changes and Useful Information:

- Change in **Personal Services** and **Fringe Benefits** is based on current staffing and reflects the full year impact of approved salary increases.
- **Operating Costs** decrease is due to elimination of the contract for Fuller House (men's homeless shelter). The County now rents the building to Lifestyles for $1.
- The **Transfer Out** budget represents the County's subsidy for the Housing and Urban Development (HUD) Housing Choice Voucher (HCV) Program. FY2022 subsidy funding increase is based on anticipated administrative funding net of increased administrative costs of the HCV program.
- **Revenues** represent Loan Fees and is budgeted based on historical trend.

Community Services

Department:	Community Services	01.06.58
Division\Program:	Housing Authority	Fund: General
Program Administrator:	Rita Wood, Chief of Housing Authority	

Description:

The Charles County Housing Authority administers, provides, and supports a variety of housing programs aimed at assisting low - and moderate-income households to realize safe and sanitary housing conditions. The programs provide assistance in various areas, including subsidized rental payments for persons in need of rental assistance and low-interest rehabilitation loans for homeowners. In addition, support is provided to homeless transitional shelters to assist clients in obtaining permanent housing.

Programs are funded in conjunction with the US Department of Housing and Urban Development (HUD), Maryland Department of Housing and Community Development, and the Charles County Commissioners. Programs include: Housing Choice Voucher Program, Community Development Block Grant Program, State Special Loans, the United States Department of Agriculture (USDA) Rural Housing Preservation Program, and the County's Settlement Expense Loan Program (SELP).

The Housing Authority began local administration of the State Special Loan Program in 1992. Special Loan Programs include:
- Maryland Housing Rehabilitation Program
- Indoor Plumbing Program
- Residential Lead Abatement Program

These programs improve single-family dwellings and small rental properties for low- and moderate-income families and individuals and promote community redevelopment by improving the basic livability of properties, increasing energy conservation and meeting special housing needs such as lead paint abatement and installation of indoor water and sewer systems. Program specialists assist citizens in processing applications while state inspectors prepare work write-ups and oversee home improvements. The loans are expensed through a Special Revenue Fund.

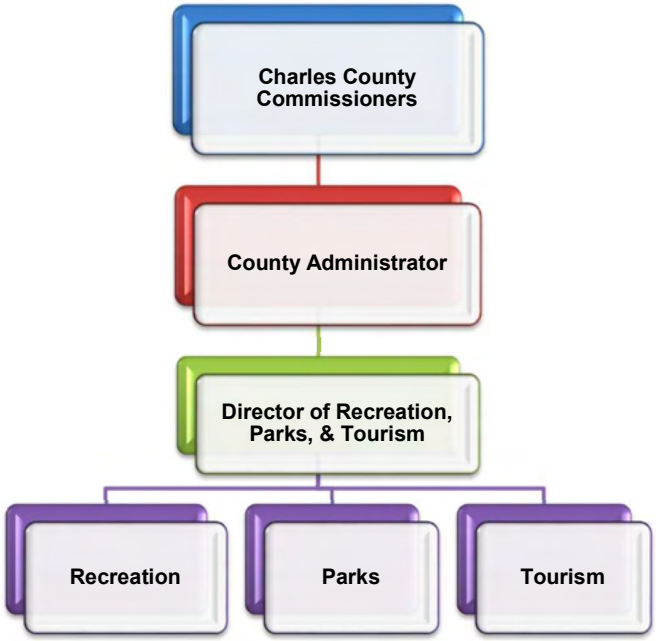
Positions:

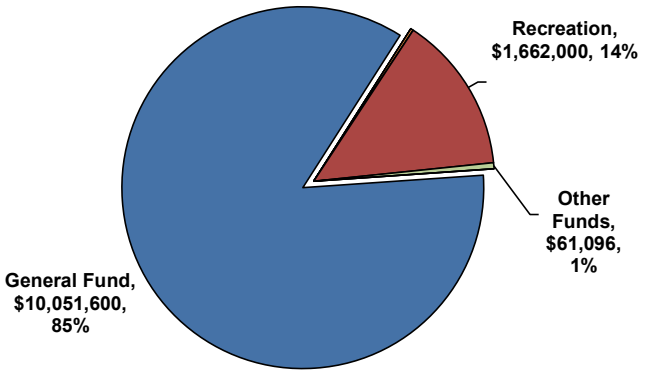
Title	FY18 FTE	FY19 FTE	FY20 FTE	FY21 FTE	FY22 FTE
Chief of Housing Authority	1.0	1.0	1.0	1.0	1.0
Community Development Supervisor	1.0	1.0	1.0	1.0	1.0
Housing Program Supervisor	1.0	1.0	1.0	1.0	1.0
Housing Inspector Supervisor	1.0	1.0	1.0	1.0	1.0
Financial Support Administrator	0.6	0.6	0.6	0.6	0.6
Portability Specialist	1.0	1.0	1.0	1.0	1.0
Community Development Specialist	1.0	1.0	1.0	1.0	1.0
Housing Inspector	1.0	1.0	1.0	1.0	1.0
Housing Program Specialist	5.0	5.0	5.0	5.0	5.0
Part Time Positions	0.6	0.0	0.0	0.0	0.0
Total Full Time Equivalent	**13.2**	**12.6**	**12.6**	**12.6**	**12.6**
Allocated to Housing Assistance Fund	(9.9)	(9.9)	(9.9)	(9.9)	(9.9)
Allocated to Human Services Fund	(0.2)	(0.2)	(0.2)	(0.2)	(0.2)
Net Cost to General Fund	**3.0**	**2.5**	**2.5**	**2.5**	**2.5**

Recreation, Parks, & Tourism Summary

Eileen Minnick, Director of Recreation, Parks, & Tourism — 301-932-3470
Physical Address: 8190 Port Tobacco Rd., Port Tobacco, MD 20677 — 8:00 a.m.-4:30 p.m. M-F
www.charlescountyparks.com/home-recparks

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Personal Services	$4,888,852	$5,743,600	$6,248,200	$6,247,200	$503,600	8.8%
Fringe Benefits	1,543,395	1,545,300	1,625,200	1,581,800	36,500	2.4%
Operating Costs	1,559,101	1,920,300	1,981,500	1,972,600	52,300	2.7%
Transfers Out	232,700	275,000	275,000	250,000	(25,000)	-9.1%
Total Expenditures	$8,224,049	$9,484,200	$10,129,900	$10,051,600	$567,400	6.0%
Revenues	$684,187	$798,900	$1,006,500	$1,006,500	$207,600	26.0%



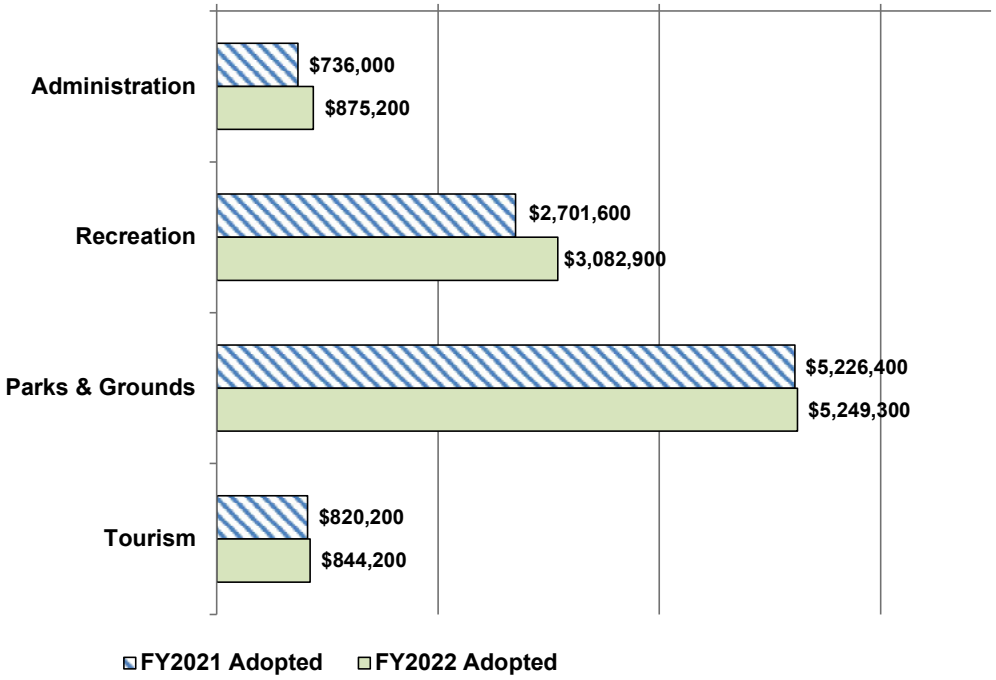


TOTAL FY2022 DEPARTMENT BUDGET
$11,804,696
(Totals for funds other than the General Fund exclude transfers-in from the General Fund, debt service, and funding for future reserves.)

As indicated by the graph, the Department of Recreation, Parks, & Tourism is allocated through several different funds.

Recreation, Parks, & Tourism
Expenditure and Objective & Measurements

GENERAL FUND



Objectives & Measurements:	FY18 Actual	FY19 Actual	FY20 Actual	FY21 Projected	FY22 Estimated
Parks: To effectively meet the outdoor recreation / active sports needs of county residents.					
Number of Participants ($/participant)	17,331	17,286	5,131	17,600	17,600
Average Games per Athletic Field	89	81	44	84	84
• Achieves Commissioners 2019-2021 Goals and Objectives: Goal 5: Quality of Life, Recreation and Entertainment					
Parks: To provide a high level of grounds maintenance to all government buildings to ensure a safe and aesthetically pleasing product.					
Building site acres maintained	890	898	898	910	915
($/acre)	$160/acre	$160/acre	$170/acre	$180/acre	$180/acre
Number of (acres or sq ft) of field maintained	200	200	210	210	210
($/acre)	$626/acre	$630/acre	$635/acre	$640/acre	$640/acre
Total Acres of Parkland Maintained	4,195	4,195	4,195	4,195	4,195
• Achieves Commissioners 2019-2021 Goals and Objectives: Goal 5: Quality of Life, Recreation and Entertainment					
Recreation: Implementation of well rounded recreational programs for all ages. Monitor and adjust programs as needed to suit the needs of the Community.					
Total # of Recreation activity registrations	18,722	19,719	15,574	5,000	15,000
% of online vs. traditional registrations	55%	63%	62%	N/A	N/A
Number of Activities Run	N/A	N/A	N/A	1,000	3,000
Number of Memberships Created (RecPass/Punchcards)	N/A	N/A	N/A	1,000	1,500

** FY 20 Actual # of Registration activities registrations decreased due to COVID cancelation effective March 2020.*

** FY 21 projections are reduced due to COVID cancelations/restrictions and the different reporting methods within the new registration software.*

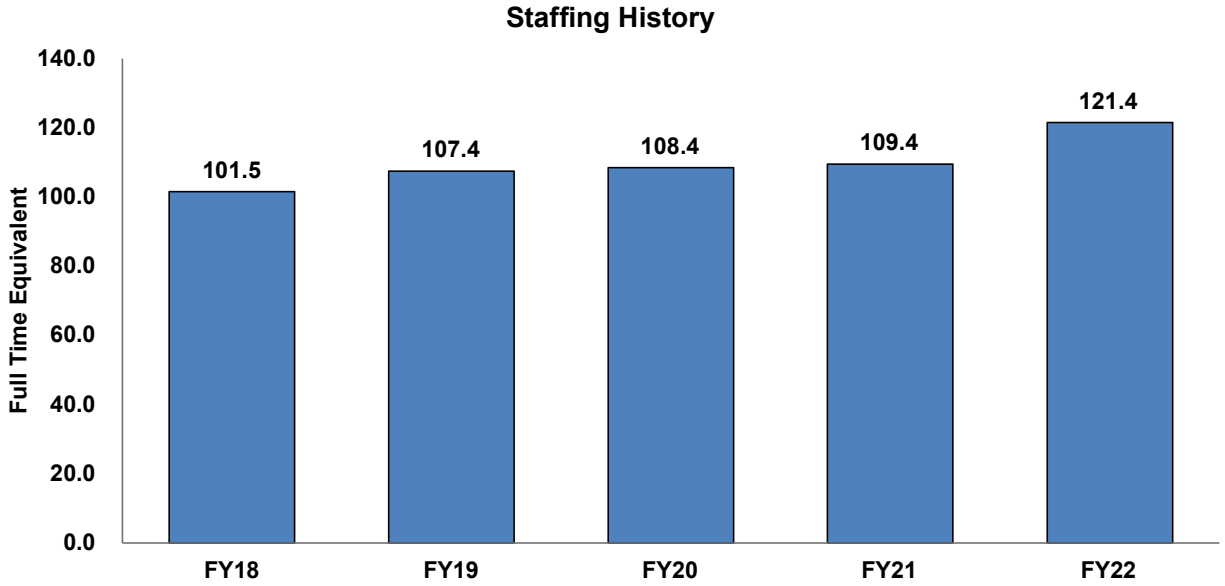
** FY22 projections are a full year estimate with the new reporting methods within the new registration software.*

• Achieves Commissioners 2019-2021 Goals and Objectives: Goal 5: Quality of Life, Recreation and Entertainment

Tourism: To develop and promote the visitor and travel industry. Promoting programs, events and venues to increase leisure and business visitation.					
Hotel / Motel Tax	$1,132,755	$1,185,897	$951,544	$970,000	$1,000,000
Amusement / Admission Tax	$905,124	$864,062	$606,606	$760,000	$760,000

• Achieves Commissioners 2019-2021 Goals and Objectives: Goal 5: Quality of Life, Recreation and Entertainment

Recreation, Parks, & Tourism
Staffing History



Positions by Program:	FY18	FY19	FY20	FY21	FY22
Administration	7.5	7.5	6.5	6.5	8.5
Recreation	29.1	34.0	36.0	37.0	46.0
Parks & Grounds	57.4	58.4	58.4	58.4	59.4
Tourism	7.5	7.5	7.5	7.5	7.5
Total Full Time Equivalent	**101.5**	**107.4**	**108.4**	**109.4**	**121.4**

Recreation, Parks, & Tourism

Department: Recreation, Parks, & Tourism 01.30.06
Division\Program: Administration Fund: General
Program Administrator: Eileen Minnick, Director of Recreation, Parks, and Tourism
www.charlescountyparks.com/home-recparks

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Personal Services	$541,985	$539,700	$627,100	$641,500	$101,800	18.9%
Fringe Benefits	154,801	162,200	200,200	201,500	39,300	24.2%
Operating Costs	30,166	34,100	32,200	32,200	(1,900)	-5.6%
Total Expenditures	$726,952	$736,000	$859,500	$875,200	$139,200	18.9%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the approved salary increases. Also included is the impact of reallocating one Financial Support Administrator to the Recreation division, and two Recreation Coordinators and one Recreation Specialist from the Recreation Division to Administration.
- **Operating Costs** were decreased based on anticipated spending for FY2022.

Description:

The Department of Recreation, Parks, and Tourism's, mission is simply to enhance the quality of life of Charles County residents and visitors through providing enjoyable recreation and tourism opportunities. The department strives to deliver interesting, diverse, and high quality programs and facilities that are available to all persons in the community and works to preserve, enhance, and protect open spaces to enrich the quality of life for present and future generations in a safe and secure environment.

Positions:	FY18	FY19	FY20	FY21	FY22
Title	FTE	FTE	FTE	FTE	FTE
Director of Recreation, Parks, & Tourism	1.0	1.0	1.0	1.0	1.0
Assistant to the Director	1.0	1.0	1.0	1.0	1.0
Program Manager	1.0	1.0	0.0	0.0	0.0
Financial Support Senior Administrator	1.0	1.0	1.0	1.0	1.0
Financial Support Administrator	1.0	1.0	1.0	1.0	0.0
Interactive Media & Communication Outreach Coordinator	1.0	1.0	1.0	1.0	1.0
Registration Coordinator	0.0	0.0	0.0	0.0	2.0
Registration Specialist	0.0	0.0	0.0	0.0	1.0
Administrative Associate	1.0	1.0	1.0	1.0	1.0
Office Associate I	0.5	0.5	0.5	0.5	0.5
Total Full Time Equivalent	**7.5**	**7.5**	**6.5**	**6.5**	**8.5**

Recreation, Parks, & Tourism

Department: Recreation, Parks, & Tourism 01.30.40
Division\Program: Recreation Fund: General
Program Administrator: Sam Drury, Chief of Recreation
www.charlescountyparks.com/recreation/recreation-facilities

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Personal Services	$1,481,403	$1,823,500	$2,152,200	$2,151,900	$328,400	18.0%
Fringe Benefits	437,567	473,800	509,800	494,100	20,300	4.3%
Operating Costs	115,977	129,300	189,900	186,900	57,600	44.5%
Transfers Out	232,700	275,000	275,000	250,000	(25,000)	-9.1%
Total Expenditures	$2,267,647	$2,701,600	$3,126,900	$3,082,900	$381,300	14.1%
Revenues	$0	$0	$215,000	$215,000	$215,000	New

Changes and Useful Information:

- The **Personal Services** and **Fringe Benefits** increase includes the approved salary increases, as well as adjustments to the part time scale for scheduled minimum wage increases. Also included is the impact of reallocating part time employees who support the County's Aquatics program, and a Recreation and Leisure Program Specialist from the Recreation Fund. Within the General Fund, the department reallocated two Recreation Coordinators, one Recreation Specialist, and a Financial Support Administrator.
- **Operating Costs** increase is mainly due to increases to various accounts based on costs associated with the Aquatics division being moved to the General Fund.
- **Transfers Out** is to support the Recreation Enterprise Fund and the RecAssist Program. The RecAssist budget was reduced based on current trends.
- **Revenues** are related to aquatics fees which are being moved from the Recreation Fund to support costs that have moved to the General Fund.

Description:

The Recreation Division is responsible for providing recreational and leisure time experiences for Charles County citizens of all ages, including trips and tours, therapeutic programs, discount tickets for local amusement parks, sports programs, aquatics programs, gymnastics programs, summer camps, and various special events.

The division also oversees the operation of ten school-based Community Centers, the Port Tobacco gymnasium, three year-round school-based Indoor Community Pools, three seasonal outdoor public pools, the Waldorf Senior and Recreational Center, and Elite Gymnastic and Recreation Center.

The community centers offer a wide array of recreational programs such as classes, workshops, middle school afterschool programs, special events, summer camps and social activities. The County's sports programs are organized and directed by the Recreation Division. Leagues are offered year-round for both youth and adult sports enthusiasts.

Positions: Title	FY18 FTE	FY19 FTE	FY20 FTE	FY21 FTE	FY22 FTE
Chief of Recreation	1.0	1.0	1.0	1.0	1.0
Recreation Services Administrator	1.0	1.0	1.0	1.0	1.0
Senior & Recreation Center Facility Supervisor	0.0	1.0	1.0	1.0	1.0
Recreation & Leisure Program Supervisor	1.0	1.0	1.0	1.0	1.0
Recreation Facilities & Program Supervisor	1.0	1.0	1.0	1.0	1.0
Aquatics Supervisor	1.0	1.0	1.0	1.0	1.0
Sports Program Supervisor	1.0	1.0	1.0	1.0	1.0
Community Centers Supervisor	1.0	1.0	1.0	1.0	1.0
Financial Support Administrator	0.0	0.0	0.0	0.0	1.0
Registration Coordinator	2.0	2.0	2.0	2.0	0.0
Recreation Program Manager	0.0	2.0	3.0	3.0	3.0
Pool Manager	3.0	3.0	3.0	3.0	3.0
Sports Coordinator	2.0	2.0	2.0	2.0	2.0
Multi-Center Coordinator	3.0	3.0	4.0	4.0	4.0
Registration Specialist	1.0	1.0	1.0	1.0	0.0
Recreation & Leisure Program Specialist	1.0	1.0	1.0	1.0	1.0
Part Time Positions	42.3	46.6	47.3	47.3	47.3
Total Full Time Equivalent	**61.3**	**68.6**	**71.3**	**71.3**	**69.3**
Allocated to Recreation Fund	(32.3)	(34.6)	(35.2)	(34.2)	(23.2)
Net Cost to General Fund	**29.1**	**34.0**	**36.0**	**37.0**	**46.0**

Recreation, Parks, & Tourism

Department: Recreation, Parks, & Tourism 01.30.41
Division\Program: Parks & Grounds Fund: General
Program Administrator: Tim Drummond, Chief of Parks & Grounds

https://www.charlescountyparks.com/parks/locations

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Personal Services	$2,595,199	$3,025,600	$3,097,100	$3,074,400	$48,800	1.6%
Fringe Benefits	893,108	845,700	851,900	822,200	(23,500)	-2.8%
Operating Costs	1,169,185	1,355,100	1,358,600	1,352,700	(2,400)	-0.2%
Total Expenditures	$4,657,492	$5,226,400	$5,307,600	$5,249,300	$22,900	0.4%
Revenues	$684,187	$798,900	$791,500	$791,500	($7,400)	-0.9%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the approved salary increases, as well as adjustments to the part time scale for scheduled minimum wage increases. Also included is a new Assistant Park Manager for Mallows Bay to handle increased park usage and visitation.
- **Operating Costs** have decreased based on anticipated spending for FY2022.

Description:

The Parks and Grounds Division is responsible for the County-wide delivery of leisure services. Our mission is to improve the quality of life of our residents by providing diverse and wholesome outdoor recreation opportunities. This division manages 31 parks, an 18-hole golf course, a skateboard park and numerous boat launch facilities. Parks and Grounds offer amenities such as outdoor athletic fields, picnic areas, hiking trails, equestrian facilities and trails, and tennis courts.

In addition to maintenance and operation of our 4,051 acres of parkland, this division is responsible for grounds maintenance and snow removal at 28 government owned buildings. This division also manages a significant number of capital improvement projects including acquisition and development of new park facilities.

Positions: Title	FY18 FTE	FY19 FTE	FY20 FTE	FY21 FTE	FY22 FTE
Chief of Parks & Grounds	1.0	1.0	1.0	1.0	1.0
Park Services Administrator	1.0	1.0	1.0	1.0	1.0
Golf Course Operations Manager	1.0	1.0	1.0	1.0	1.0
Parks & Grounds Construction Project Manager	1.0	1.0	1.0	1.0	1.0
Parks & Grounds Operations Manager	1.0	1.0	1.0	1.0	1.0
Golf Course Manager	1.0	1.0	1.0	1.0	1.0
Park Manager	5.0	5.0	5.0	5.0	5.0
Parks Services Specialist	1.0	1.0	1.0	1.0	1.0
Golf Vehicle/Equipment Maintenance Superintendent	1.0	1.0	1.0	1.0	1.0
Park Maintenance Superintendent	1.0	1.0	1.0	1.0	1.0
Golf Course Assistant Manager	1.0	1.0	1.0	1.0	1.0
Assistant Park Manager	6.0	6.0	6.0	6.0	7.0
Equipment Operator III	5.0	5.0	5.0	5.0	5.0
Assistant Golf Course Operations Manager	1.0	1.0	1.0	1.0	1.0
Grounds Maintenance Technician II	3.0	3.0	3.0	3.0	3.0
Small Engine Technician	0.0	1.0	1.0	1.0	1.0
Grounds Maintenance Technician I	3.0	3.0	3.0	3.0	3.0
Part Time Positions	24.4	24.4	24.4	24.4	24.4
Total Full Time Equivalent	**57.4**	**58.4**	**58.4**	**58.4**	**59.4**

Recreation, Parks, & Tourism

Department:	Recreation, Parks, & Tourism	01.30.69
Division\Program:	Tourism	Fund: General
Program Administrator:	Ashley Chenault, Chief of Tourism	

www.charlescountymd.gov/our-county/tourism

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Personal Services	$270,266	$354,800	$371,800	$379,400	$24,600	6.9%
Fringe Benefits	57,920	63,600	63,300	64,000	400	0.6%
Operating Costs	243,773	401,800	400,800	400,800	(1,000)	-0.2%
Total Expenditures	$571,958	$820,200	$835,900	$844,200	$24,000	2.9%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the approved salary increases, as well as adjustments to the part time scale for scheduled minimum wage increases.
- The **Operating Costs** decreased based on anticipated spending.

Description:

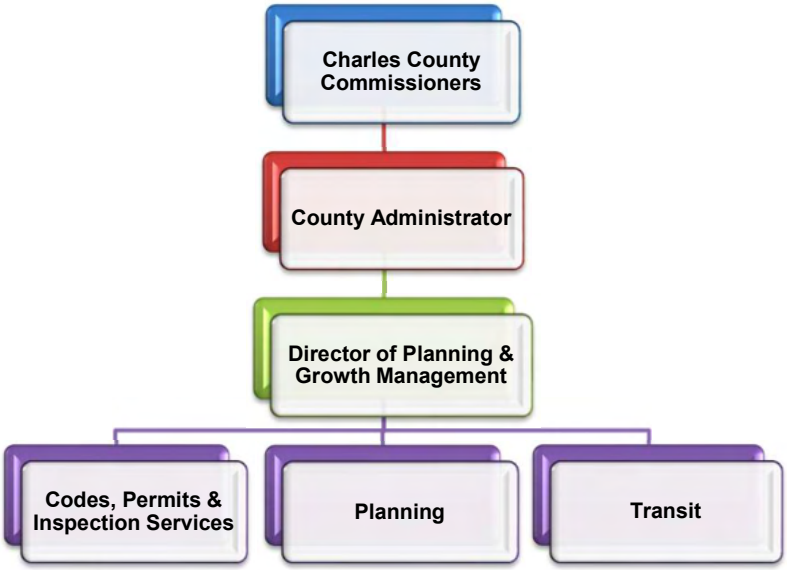
Tourism promotes, develops, organizes and coordinates Charles County's premier tourism events, supports new and existing tourism amenities, and accommodates the area's visitors. Programs and events target leisure and business visitation, while preserving our community through Heritage Development and acting as the liaison between private and public agencies for the economic benefit of the tourism and travel industry.

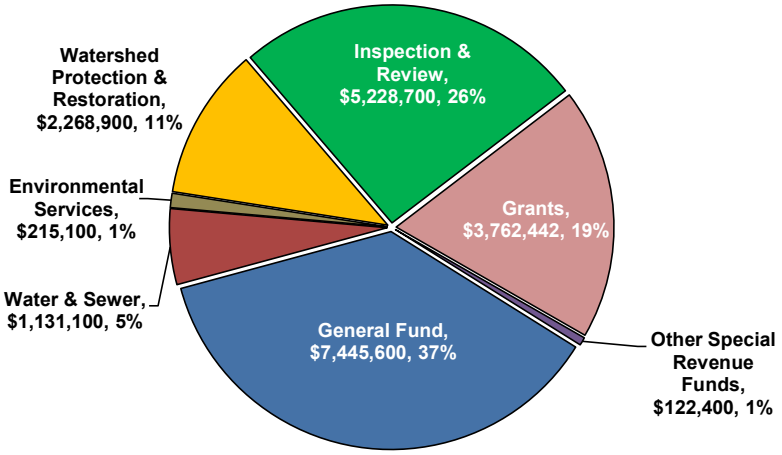
Positions:	FY18	FY19	FY20	FY21	FY22
Title	FTE	FTE	FTE	FTE	FTE
Chief of Tourism	1.0	1.0	1.0	1.0	1.0
Tourism Marketing Coordinator	1.0	1.0	1.0	1.0	1.0
Tour Specialist	1.0	1.0	1.0	1.0	1.0
Part Time	4.5	4.5	4.5	4.5	4.5
Total Full Time Equivalent	**7.5**	**7.5**	**7.5**	**7.5**	**7.5**

Planning & Growth Management Summary

Deborah Carpenter, Director of Planning and Growth Management 301-645-0627 301-870-3935
Physical Address: 200 Baltimore St., La Plata, MD 20646 8:00 a.m.-4:30 p.m. M-F
www.charlescountymd.gov/government/planning-and-growth-management

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Personal Services	$2,268,973	$2,347,100	$2,577,300	$2,552,800	$205,700	8.8%
Fringe Benefits	662,469	732,100	771,100	744,900	12,800	1.7%
Operating Costs	58,536	82,400	131,400	100,500	18,100	22.0%
Transfers Out	3,677,780	3,921,600	4,048,100	4,047,400	125,800	3.2%
Capital Outlay	10,560	0	0	0	0	N/A
Total Expenditures	$6,678,319	$7,083,200	$7,527,900	$7,445,600	362,400	5.1%
Revenues	$720,273	$676,900	$695,800	$695,800	18,900	2.8%
Total Expenditures as % of Budget:	**1.6%**	**1.6%**	**1.6%**	**1.7%**		



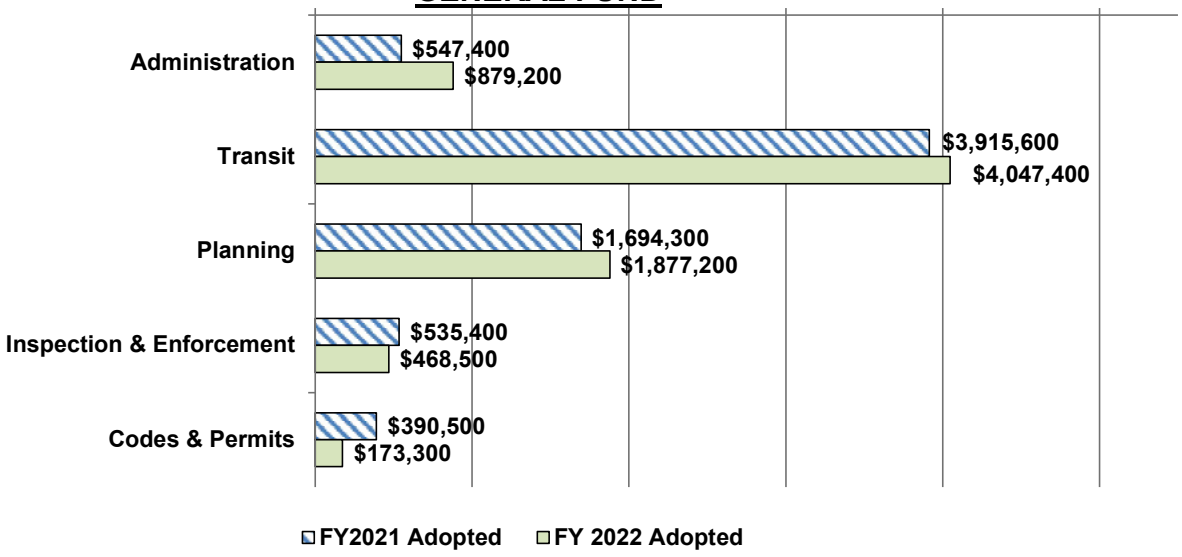


TOTAL FY2022 DEPARTMENT BUDGET
$20,174,242
(Totals for funds other than the General Fund exclude transfers-in from the General Fund and debt service payments.)

As indicated by the graph, the Department of Planning & Growth Management is allocated through several different funds.

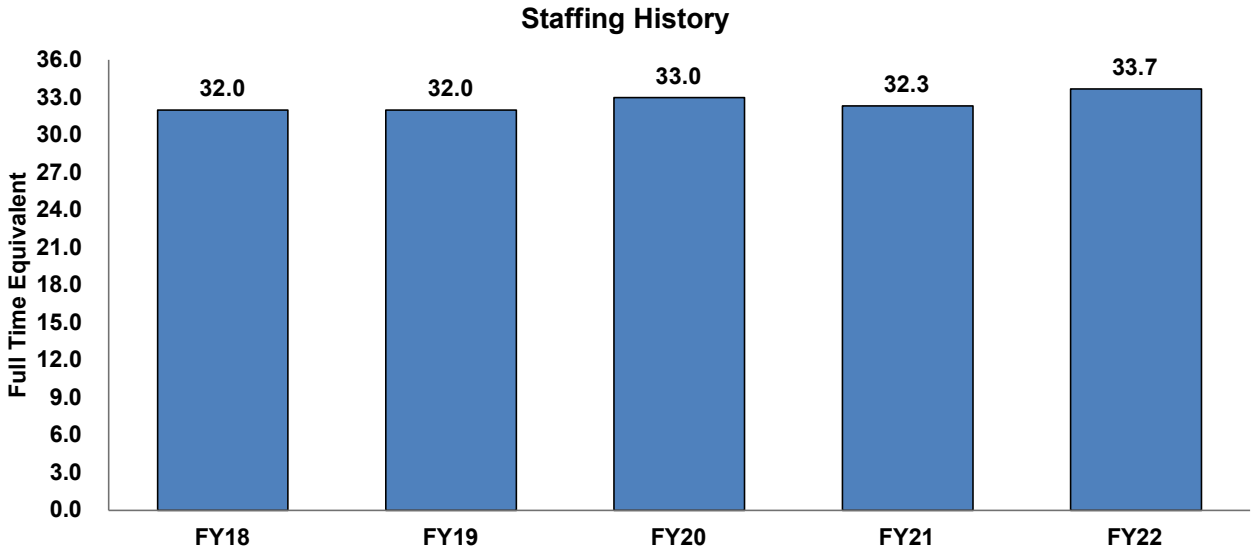
Planning & Growth Management
Expenditure and Objective & Measurements

GENERAL FUND



Objectives & Measurements:	FY18 Actual	FY19 Actual	FY20 Actual	FY21 Projected	FY22 Estimated
Transit: Refine routes and services in order to effectively implement VanGO transit.					
# of passengers transported per service hour					
- Fixed Route	150	152	115	180	180
- Door to Door Service	22	21	17.2	40	40
• Achieves Commissioners 2019-2021 Goals and Objectives: Goal 1: Economic Development and Support Services, Infrastructure/Services					
Planning: To review in a timely manner any proposal to subdivide property & have those projects comply with the Comprehensive Plan, Zoning Ordinance, & Subdivision Regulations, as adopted by the County Commissioners & permanently create new parcels.					
Final Subdivision Lots-# of lots recorded	286*	227*	330*	250*	270*
*Includes commercial, industrial and townhouse lots					
• Achieves Commissioners 2019-2021 Goals and Objectives: Goal 2: Institutional Governance & Policy, Operational Excellence					
Planning: To effectively implement the local Forest Conservation Review program in compliance with State Legislation as it relates to preservation of significant forest resources.					
Number of Plans Submitted	58	68	51	77	64
Number of Plans Approved	94	83	68	85	81
• Achieves Commissioners 2019-2021 Goals and Objectives: Goal 3: Environment, Conservation Programs					
Codes, Permits, and Inspections: To assure the use of property in the County is in compliance with Zoning Ordinance as adopted by the County Commissioners.					
# of total inspections	47,193	56,232	49,858	65,000	63,000
per FTE	2,660	2,812	2,403	2,955	3,000
• Achieves Commissioners 2019-2021 Goals and Objectives: Goal 2: Institutional Governance & Policy, Operational Excellence					
Codes, Permits, and Inspections: To review and process residential building permits in a six business day time period and to review and process new commercial permits in a 15 business day time period.					
# of new residential living units received	631	710	532	780	750
- per FTE	363	237	177	260	250
- # electrical permits issued	2,917	2,596	2,234	3,740	3,500
# of use & occupancy permits PERM	1,881	1,473	1,765	2,175	2,200
# of use & occupancy permits TEMP	406	308	248	266	280
• Achieves Commissioners 2019-2021 Goals and Objectives: Goal 2: Institutional Governance & Policy, Operational Excellence					

Planning & Growth Management Staffing History



Positions by Program:	FY18	FY19	FY20	FY21	FY22
Administration	4.3	4.3	4.3	4.3	8.0
Transit (allocated to grants)	0.0	0.0	0.0	0.0	0.0
Planning	18.1	18.1	18.1	17.5	18.5
Inspection & Enforcement	4.7	4.7	5.7	5.7	5.3
Codes & Permits	5.0	5.0	5.0	5.0	1.9
Total Full Time Equivalent	**32.0**	**32.0**	**33.0**	**32.3**	**33.7**

Planning & Growth Management

Department: Planning and Growth Management 01.07.06
Division\Program: Administration Fund: General
Program Administrator: Deborah Carpenter, Director of Planning and Growth Management
www.charlescountymd.gov/government/planning-and-growth-management

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Personal Services	$407,060	$431,600	$693,500	$674,900	$243,300	56.4%
Fringe Benefits	94,233	106,600	202,700	190,900	84,300	79.1%
Operating Costs	3,623	9,200	22,400	13,400	4,200	45.7%
Total Expenditures	$504,917	$547,400	$918,600	$879,200	$331,800	60.6%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes approved salary increases. Also included is the impact of a reorganization that was approved during FY2021 which created the Chief of Administrative Operation's position. As a result of the reorganization, this position, as well as a Permit Processing Supervisor, Permit Technician, three Permit Specialists, two Office Associates, and an Assistant Property Acquisition Manager were reallocated to this division.
- The **Operating Costs** budget increased to support a new International Right of Way subscription and various trainings, classes, and certifications.

Description:

The mission of the Department of Planning and Growth Management (PGM) is: "To provide the citizens of Charles County an effective and economical infrastructure through planning, design, and construction of facilities, roadways, water and wastewater systems as described in the County's Comprehensive Plan. This shall be accomplished in a timely, efficient and courteous manner with dedication and quality service in cooperation with various agencies.". Supporting the mission of PGM are various policies which provide a comprehensive approach to the orderly planning and development of infrastructure within Charles County.

Using these policies, the Administration Division provides continuous evaluation of infrastructure needs and implements standards through updates to the comprehensive plan, codes, regulations, ordinances, and policies and procedures. The Division maintains high standards of personnel efficiency and expertise to guarantee performance consistent with specialized obligations; develops and maintains a continuous educational programs, promotes the most efficient use of the resources for the County.

The responsibilities of the Administration Division include: budget administration; customer relations; coordination with Citizens Liaison issues; maintenance of department's records retention policy; dedication of roads and water and sewer systems; property acquisitions; planning, preparation & coordination of auction of surplus county properties; developing policies and procedures; grants administration; personnel administration; and oversight of the Permits Office.

Positions: Title	FY18 FTE	FY19 FTE	FY20 FTE	FY21 FTE	FY22 FTE
Director of PGM	1.0	1.0	1.0	1.0	1.0
Deputy Director	1.0	1.0	1.0	1.0	1.0
Chief of Administrative Operations	1.0	1.0	1.0	1.0	1.0
Citizen Response Coordinator	1.0	1.0	1.0	1.0	1.0
Property Acquisition Officer	1.0	1.0	1.0	1.0	1.0
Assistant to the Director	1.0	1.0	1.0	1.0	1.0
Permit Office Supervisor	0.0	0.0	0.0	0.0	1.0
Assistant Property Acquisition Manager	0.0	0.0	0.0	0.0	1.0
Right-Of-Way Bonding Specialist	0.0	0.0	0.0	0.0	1.0
Fiscal Support Specialist	0.0	0.0	0.0	0.0	1.0
Permit Technician	0.0	0.0	0.0	0.0	1.0
Permit Specialist	0.0	0.0	0.0	0.0	3.0
Office Associate II	0.0	0.0	0.0	0.0	2.0
Part Time	0.1	0.1	0.1	0.1	0.1
Total Full Time Equivalent	**6.1**	**6.1**	**6.1**	**6.1**	**16.1**
Allocated to:					
Inspection Fund	(0.9)	(0.9)	(0.9)	(0.9)	(4.8)
Watershed & Restoration Fund	(0.3)	(0.3)	(0.3)	(0.3)	(0.3)
Water & Sewer Fund	(0.8)	(0.8)	(0.8)	(0.8)	(3.1)
Net Cost to General Fund	**4.3**	**4.3**	**4.3**	**4.3**	**8.0**

Planning & Growth Management

Department: Planning and Growth Management 01.07.110
Division\Program: Transit Fund: General
Program Administrator: Jeffry Barnett, Chief of Transit
www.charlescountymd.gov/services/transportation/vango-public-transportation

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Transfers Out	$3,676,740	$3,915,600	$4,048,100	$4,047,400	$131,800	3.4%
Capital Outlay	10,560	0	0	0	0	N/A
Total Expenditures	$3,687,300	$3,915,600	$4,048,100	$4,047,400	$131,800	3.4%

Changes and Useful Information:

- **Transfer Out** represents the County's share of transportation operating grants as well as a 20% match on capitalized preventative maintenance and on-board camera systems for the paratransit fleet.
  - The County will implement a six-month pilot program offering free service to riders on VanGO once COVID-19 capacity restrictions are lifted, a first among all Maryland jurisdictions designed to eliminate barriers for residents to travel to essential destinations including work, shopping, and educational facilities.

Description:

The Transit Division was established with the goal of providing a cost-effective, coordinated transportation service to all County residents. All transportation services are marketed as VanGO to provide an easily recognized service name to the public. VanGO services include general public fixed-route transportation, as well as specialized services. Services are provided through contract with a transportation vendor.

Transit staff provide daily administration of the contracts and services, write grants for funds and report to federal and state governments, monitor contract performance, market transportation services, and direct daily transportation services. Additionally, the Department has developed partnerships with Department of Social Services to ensure transit services in support of welfare reform initiatives.

Positions: Title	FY18 FTE	FY19 FTE	FY20 FTE	FY21 FTE	FY22 FTE
Chief of Transit	1.0	1.0	1.0	1.0	1.0
Transit System Administrator	1.0	1.0	1.0	1.0	1.0
Transit Specialist	2.0	2.0	2.0	2.0	2.0
Total Full Time Equivalent	**4.0**	**4.0**	**4.0**	**4.0**	**4.0**
Allocated to Transportation Fund	(4.0)	(4.0)	(4.0)	(4.0)	(4.0)
Net Cost to General Fund	**0.0**	**0.0**	**0.0**	**0.0**	**0.0**

Department: Planning and Growth Management 01.07.19
Division\Program: Planning Fund: General
Program Administrator: Jim Campbell, Planning Director
www.charlescountymd.gov/government/planning-and-growth-management

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Personal Services	$1,242,111	$1,250,000	$1,421,600	$1,411,100	$161,100	12.9%
Fringe Benefits	382,390	404,600	435,800	420,500	15,900	3.9%
Operating Costs	27,637	33,700	67,500	45,600	11,900	35.3%
Transfers Out	1,040	6,000	0	0	(6,000)	-100.0%
Total Expenditures	$1,653,177	$1,694,300	$1,924,900	$1,877,200	182,900	10.8%
Revenues	$181,911	$147,100	$159,300	$159,300	$12,200	8.3%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes approved salary increases, as well as the impact of a recent position reclassification. Also included is a new Zoning Administrator position to provide the time and expertise to conduct comprehensive zoning updates.
- The **Operating Costs** budget increase is based on current trends in spending, as well as an increase in funding to support the new position. Also included is funding to support various certification renewals, conferences, and subscription memberships.
- **Transfers Out** is decreasing as the part time Archaeologist support is built in to the part time budget.
- **Revenues** were adjusted based on current trends.

Planning & Growth Management

Department:	Planning and Growth Management	01.07.19
Division\Program:	Planning	Fund: General
Program Administrator:	Jim Campbell, Planning Director	
	www.charlescountymd.gov/government/planning-and-growth-management	

Description:

The Planning Division administers the County programs related to Comprehensive Planning, Zoning Regulation, and Infrastructure Planning. The services provided by the Planning Division include four major program areas: Long-range & Preservation Planning, Development Review, Zoning Administration, and Infrastructure Planning and Analysis.

Long-range & Preservation Planning develops and administers the County Comprehensive Plan and Small Area Plans, facilitates the Agricultural and Land Preservation programs, and provides oversight of the Watershed Improvement Plan and associated environmental enhancement programs. This specialized team also administers the Cultural Resource, Historic and Archeological Preservation Programs, and leads the coordination effort with our local Military Base installations to prevent incompatible land use encroachment.

The Zoning Administration group provides direction over the core zoning regulations with regard to commercial, industrial and residential development in the un-incorporated areas of the County. This includes approval of permissible uses by zone, development setbacks and landscape buffers, height restrictions, parking, site design and architectural review code, and other related development regulations. In addition, this team administers the Record Plat process, the Site Development Plan process, and the Variance and Special Exception processes with the Board of Zoning Appeals.

Development review includes the review, processing and approval of small and large-scale development within the County. More specifically, this team evaluates preliminary subdivision plans, major subdivision record plats, forest conservation plans, and adequate public facility regulations. This also includes coordination with State and county agencies on each application. They process development requests and develop staff reports that are presented to the County Planning Commission for approval.

Finally, the Engineering and Infrastructure Planning team is responsible for planning, coordination, and management of public infrastructure and local drinking water resources. Infrastructure management includes public water and sewer, public transportation facilities, and the administration of the County's mapping services. Resource management includes the oversight and allocation of capacity for potable water supply, wastewater treatment capacities, and associated planning activities. This group provides the administration of the County petition process, drafting and facilitation of the solid waste & water /sewer plans, and coordination with Federal, State, & local resource agencies.

Positions:

Title	FY18 FTE	FY19 FTE	FY20 FTE	FY21 FTE	FY22 FTE
Planning Director	1.0	1.0	1.0	1.0	1.0
Assistant Chief of Planning	1.0	1.0	1.0	1.0	1.0
Zoning Administrator	0.0	0.0	0.0	0.0	1.0
Engineer Supervisor	1.0	1.0	1.0	1.0	1.0
Planning Supervisor	3.0	3.0	3.0	3.0	3.0
GIS Analyst	1.0	1.0	1.0	1.0	1.0
Engineer I-III	1.0	1.0	2.0	2.0	2.0
Planner I-III	13.0	13.0	13.0	13.0	13.0
Administrative Associate	1.0	1.0	1.0	1.0	1.0
Planning Technician II	3.0	3.0	3.0	3.0	3.0
PGM Support Specialist	1.0	1.0	1.0	1.0	1.0
Part-time Positions	1.5	1.5	1.5	1.5	1.5
Total Full Time Equivalent	**27.5**	**27.5**	**28.5**	**28.5**	**29.5**
Allocated to:					
Inspection & Review Fund	(2.1)	(2.1)	(2.1)	(2.2)	(2.2)
Capital Project Fund	(1.4)	(1.4)	(1.4)	(0.1)	(0.1)
Ag. Preservation Fund	(0.2)	(0.1)	(0.1)	(0.1)	(0.1)
Watershed Protection & Restoration Fund	(2.8)	(2.8)	(3.8)	(4.2)	(4.2)
Water and Sewer Fund	(3.0)	(3.0)	(3.0)	(3.4)	(3.4)
Grant Funds	(0.1)	(0.1)	(0.1)	(0.1)	(0.1)
Net Cost to General Fund	**18.1**	**18.1**	**18.1**	**18.5**	**19.5**

Planning & Growth Management

Department: Planning and Growth Management 01.07.31
Division\Program: Codes, Permits & Inspection Services\Inspections & Enforcement Fund: General
Program Administrator: Ray Shumaker, Chief of Codes, Permits, and Inspection Services

www.charlescountymd.gov/government/planning-and-growth-management

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Personal Services	$323,927	$370,100	$331,500	$333,200	($36,900)	-10.0%
Fringe Benefits	104,612	133,600	100,600	101,300	(32,300)	-24.2%
Operating Costs	22,622	31,700	34,000	34,000	2,300	7.3%
Total Expenditures	$451,162	$535,400	$466,100	$468,500	($66,900)	-12.5%
Revenues	$445,636	$446,800	$453,500	$453,500	$6,700	1.5%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes approved salary increases which is being offset by the impact of a reorganization that resulted in the reallocation of a PGM Support Specialist, Property Acquisition Manager, and Fiscal Support Specialist to allow the department to work more effectively and efficiently.
- The **Operating Costs** budget increase is mainly due to the increase in credit card fees associated with the recent increased activity.
- **Revenues** are increasing due to recent trends in Permit revenues.

Description:

The Codes, Permits and Inspection Services Division administers the regulatory aspect of both review and inspection. The division is divided into two program areas: engineering, and inspection and enforcement.

The engineering program area is responsible for the development and implementation of County Ordinances, Codes, Specifications, and Details relating to stormwater management, stormwater conveyance facilities, water and sewer facilities, roads, grading and sediment control. The program area also provides for the plan review of residential and commercial building permits and capital improvement infrastructure projects. Additionally, they process, review and issue infrastructure projects and assist in reviewing preliminary subdivision plans, site development plans, and record plats.

The inspection and enforcement program area is comprised of three groups: infrastructure, building and trades, and stormwater management maintenance. Staff provide inspections for issued permits and plans, enforce County codes, investigate complaints related to the international building codes, stormwater management, stormwater conveyance facilities, water and sewer facilities, roads, and grading and sediment control. Additionally, staff performs triennial inspection of existing stormwater management devices for compliance with performance specifications, legal agreements, and Maryland and/or Federal law. Inspection staff also investigates complaints pertaining to existing stormwater management devices and illicit discharge.

Positions: Title	FY18 FTE	FY19 FTE	FY20 FTE	FY21 FTE	FY22 FTE
Chief of Codes, Permits & Insp. Services	1.0	1.0	1.0	1.0	1.0
Inspections Superintendent	1.0	1.0	1.0	1.0	1.0
Engineer III	0.0	0.0	0.0	1.0	1.0
Inspections Supervisor	2.0	2.0	2.0	1.0	1.0
Construction Inspection Supervisor	0.0	0.0	0.0	1.0	1.0
Zoning Inspection Supervisor	1.0	1.0	1.0	1.0	1.0
Inspectors I-II	5.0	5.0	6.0	6.0	4.0
Assistant Property Acquisition Manager	1.0	1.0	1.0	0.0	0.0
Fiscal Support Specialist	1.0	1.0	1.0	1.0	0.0
PGM Support Specialist	1.0	1.0	1.0	0.0	0.0
Administrative Associate	0.0	0.0	0.0	1.0	1.0
Part-time Positions	0.1	0.1	0.1	0.1	0.1
Total Full Time Equivalent	**13.1**	**13.1**	**14.1**	**14.1**	**11.1**
Allocated to Inspection & Review Fund	(8.2)	(8.2)	(8.2)	(8.2)	(5.5)
Allocated to Water and Sewer Fund	(0.2)	(0.2)	(0.2)	(0.2)	(0.2)
Allocated to Watershed Fund	(0.1)	(0.1)	(0.1)	(0.1)	(0.1)
Net Cost to General Fund	**4.7**	**4.7**	**5.7**	**5.7**	**5.3**

Planning & Growth Management

Department: Planning and Growth Management 01.07.61
Division\Program: Codes, Permits & Inspection Services\Codes & Permits Fund: General
Program Administrator: Ray Shumaker, Chief of Codes, Permits, and Inspection Services

www.charlescountymd.gov/government/planning-and-growth-management

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Personal Services	$295,875	$295,400	$130,700	$133,600	($161,800)	-54.8%
Fringe Benefits	81,234	87,300	32,000	32,200	(55,100)	-63.1%
Operating Costs	4,654	7,800	7,500	7,500	(300)	-3.8%
Total Expenditures	$381,763	$390,500	$170,200	$173,300	($217,200)	-55.6%
Revenues	$92,726	$83,000	$83,000	$83,000	$0	0.0%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes approved salary increases. The decrease reflects the reallocation of a Permit Processing Supervisor, Permit Technician, three Permit Specialists, and two Office Associates to the Administration division due to a reorganization within the department.
- **Operating Costs** decrease is due to office supplies being reduced based on anticipated needs.
- The **Revenues** decrease is adjusting to recent trends.

Description:

The Codes, Permits and Inspection Services Division administers the regulatory aspect of both review and inspection. The division is divided into two program areas: engineering, and inspection and enforcement.

The engineering program area is responsible for the development and implementation of County Ordinances, Codes, Specifications, and Details relating to stormwater management, stormwater conveyance facilities, water and sewer facilities, roads, grading and sediment control. The program area also provides for the plan review of residential and commercial building permits and capital improvement infrastructure projects. Additionally, they process, review and issue infrastructure projects and assist in reviewing preliminary subdivision plans, site development plans, and record plats.

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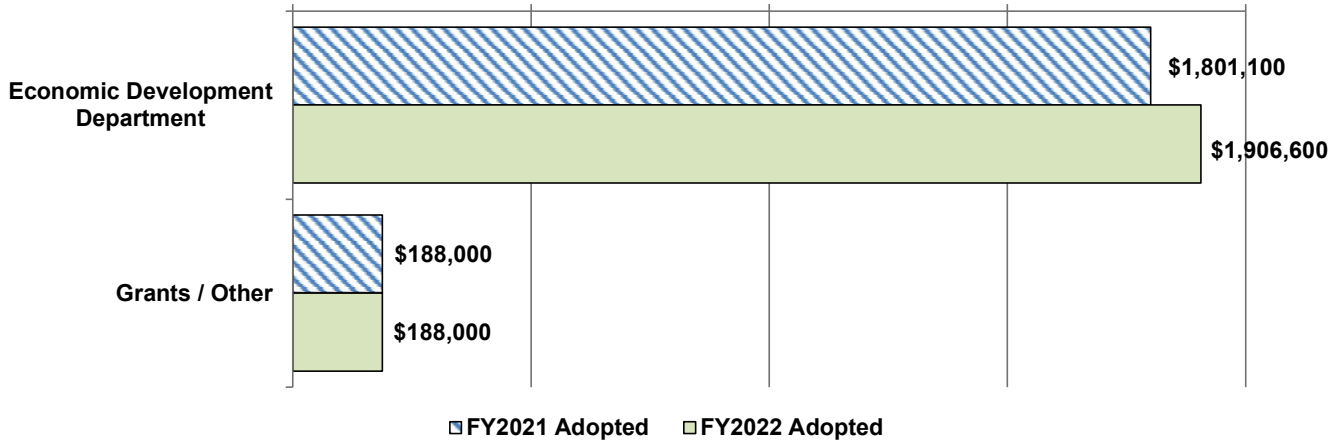
Positions: Title	FY18 FTE	FY19 FTE	FY20 FTE	FY21 FTE	FY22 FTE
Engineer I - IV	1.0	1.0	1.0	1.0	1.0
Building Code Official	1.0	1.0	1.0	1.0	1.0
Permits Processing Supervisor	1.0	1.0	1.0	1.0	0.0
Right of Way & Bonding Specialist	1.0	1.0	1.0	1.0	0.0
Permit Technician	1.0	1.0	1.0	1.0	0.0
Permit Specialist	3.0	4.0	4.0	4.0	1.0
PGM Support Specialist	2.0	1.0	1.0	1.0	1.0
Office Associate II	2.0	2.0	2.0	2.0	0.0
Total Full Time Equivalent	**12.0**	**12.0**	**12.0**	**12.0**	**4.0**
Allocated to:					
Inspection & Review Fund	(4.0)	(4.0)	(4.0)	(4.0)	(1.1)
Watershed Protection & Restoration Fund	(0.4)	(0.4)	(0.4)	(0.4)	(0.1)
Water & Sewer Fund	(2.8)	(2.8)	(2.8)	(2.8)	(0.9)
Net Cost to General Fund	**5.0**	**5.0**	**5.0**	**5.0**	**1.9**

Economic Development Summary

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Personal Services	$912,766	$859,400	$956,500	$962,200	$102,800	12.0%
Fringe Benefits	198,859	206,900	250,900	245,300	38,400	18.6%
Operating Costs	486,908	684,300	655,700	698,600	14,300	2.1%
Agency Funding	188,500	238,500	188,500	188,500	(50,000)	-21.0%
Transfers Out	200,000	0	0	0	0	N/A
Total Expenditures	$1,987,033	$1,989,100	$2,051,600	$2,094,600	$105,500	5.3%
Revenues	$10,197	$14,500	$11,000	$11,000	($3,500)	-24.1%

Economic Development Expenditure



Economic Development Objectives/Measurements & Staffing History

Objectives & Measurements:	FY18 Actual	FY19 Actual	FY20 Projected	FY21 Estimated	FY22 Estimated
Objective: Support a healthy, local economy in Charles County.					
County unemployment rate	4.3	4.0	4.9	7.0	6.5
• Achieves Commissioners 2019-2021 Goals and Objectives: Goal 1: Economic Development and Supportive Services, Commercial Development, Industry Diversification, Infrastructure / Services					
Objective: Increase employment in the County.					
Average annual employment in County	41,713	41,556	41,538	42,000	42,500
Job creation (above average salary)	(939)*	554	(282)**	(850)***	(500)****
• Achieves Commissioners 2019-2021 Goals and Objectives: Goal 1: Economic Development and Supportive Services, Commercial Development, Industry Diversification, Infrastructure / Services					

Objective: Increase commercial tax base in the County.

Estimated Project Timeline

Major projects:

Amazon Last Mile Distribution Center
$30 million investment

MedStar Shah
Over $25 million investment

Kaiser Permanente
$100 million investment

Waldorf Station
Estimated $220 million investment

Maryland Airport
$2.5 million investment

• Achieves Commissioners 2019-2021 Goals and Objectives: Goal 1: Economic Development and Supportive Services, Commercial Development

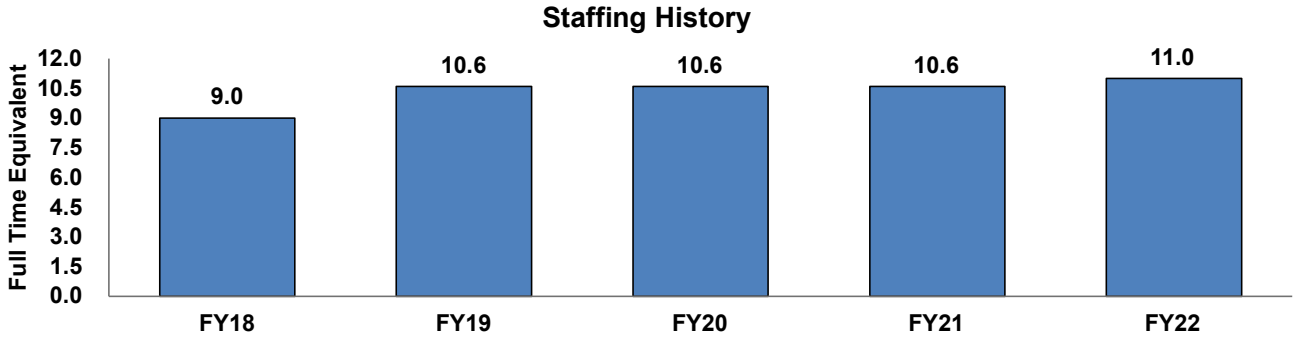
FY18 *A significant portion of the job losses were in the construction industry likely due to the completion of the CPV St. Charles power generation facility and the closing of Facchina Construction Company.

FY20 **A significant portion of the job losses were in the construction industry likely due to the relocation of Lane Construction (formerly Facchina) to Baltimore, MD Headquarters.

FY21 ***A significant portion of the job losses are due to the COVID pandemic.

FY22 ****We are anticipating a job lose due to the COVID pandemic. This is based on data provided from Chmura Economics & Analytics, JobsEQ, 2020.

Economic Development Staffing History



Positions by Program:	FY18	FY19	FY20	FY21	FY22
Economic Development Department	9.0	10.6	10.6	10.6	11.0
Total Full Time Equivalent	**9.0**	**10.6**	**10.6**	**10.6**	**11.0**

Economic Development

Department: Economic Development 01.38.126
Division\Program: Economic Development Department Fund: General
Program Administrator: Deborah Hall, Deputy County Administrator
Address: 10665 Stanhaven Place, Suite 206, White Plains, MD 20695 301-885-1340
www.meetcharlescounty.com 8:00 a.m.-4:30 p.m. M-F

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Personal Services	$912,766	$859,400	$956,500	$962,200	$102,800	12.0%
Fringe Benefits	198,859	206,900	250,900	245,300	38,400	18.6%
Operating Costs	486,908	684,300	655,700	648,600	(35,700)	-5.2%
Agency Funding	50,500	50,500	50,500	50,500	0	0.0%
Total Expenditures	$1,649,033	$1,801,100	$1,913,600	$1,906,600	$105,500	5.9%
Revenues	$10,197	$14,500	$11,000	$11,000	($3,500)	-24.1%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes implementation of a departmental reorganization, as well as, the approved salary increases. Included are funds for a new Business Development Specialist to fully execute the county's five year economic development strategic plan recommendations.
- **Operating Costs** decreased is mainly to support the full year impact of the departmental reorganization that was approved during FY2021.
- **Revenues** are generated to support the Annual Fall Meeting and were adjusted to current activity.

Economic Development Goals & Objectives:

- Implement the 5-year Economic Development Strategic Plan for Charles County to include metrics and performance measurements.
- Implement Commissioner goals and objectives through five-year Economic Development Strategic Plan.
- Collaborate with the Town of Indian Head to develop a plan to increase business development in the Town of Indian Head and support the Naval Support Facility of Indian Head.
- Engage with Department of Planning & Growth Management to streamline the County's Business permitting process.
- Work across Charles County government with all departments to ensure a team approach toward economic development.
- Participate with the Planning & Growth Management Department on matters on zoning and land use.
- Communicate with the Tri-County Council on regional economic development and workforce development efforts.
- Coordinate with key stakeholders on all economic development projects on-going and those projects that are in the planning stages.
- Enhance business attraction by increasing awareness of Charles County as an attractive business location within the DC Metro region, particularly amongst site selection consultants, corporate executives, and commercial real estate professionals.
- Complete Business Retention and Expansion Report and launch follow-up programs for supporting local business.
- Promote the two Economic Development Loan Funds in order to increase the number of loans made to minority women, and veteran owned businesses as well as to small local businesses in target industries.
- Prioritize and coordinate efforts to position the department to take the lead on all economic development activities in Charles County, working in a proactive manner.
- Establish metrics and performance goals for the department.
- Encourage investment in commercial development in order to increase the commercial tax base.
- Work toward eliminating or mitigating gaps and barriers to business investment in the County.
- Enhance the County's competitiveness in the DC Metro region.
- Provide oversight of the Minority Business Enterprise (MBE) Program and administer the Small Local Business Enterprise (SLBE) Program, including: development of policies & procedures, marketing & outreach, processing and registration of applicants, inclusion in formal and non-formal procurement, and monitoring of performance.
- Support agriculture and aquaculture industries with innovative programs to ensure viability and sustainability.

Economic Development

Department:	Economic Development	01.38.126
Division\Program:	Economic Development Department	Fund: General
Program Administrator:	Deborah Hall, Deputy County Administrator	

Positions:	**FY18**	**FY19**	**FY20**	**FY21**	**FY22**
Title	**FTE**	**FTE**	**FTE**	**FTE**	**FTE**
Director of Economic Development	1.0	1.0	1.0	1.0	1.0
Deputy Director of Economic Development	1.0	1.0	1.0	1.0	1.0
Chief of Business Development	1.0	1.0	1.0	1.0	1.0
Chief of Development	0.0	1.0	1.0	1.0	1.0
Agriculture Business Development Manager	1.0	1.0	1.0	1.0	1.0
Business Development Specialist	1.0	1.0	1.0	1.0	2.0
Research and Project Development Manager	1.0	1.0	1.0	1.0	1.0
Marketing Coordinator	1.0	1.0	1.0	1.0	1.0
Business Development Coordinator	1.0	1.0	1.0	1.0	1.0
EDD Specialist	1.0	1.0	1.0	1.0	1.0
Part Time	0.0	0.6	0.6	0.6	0.0
Total Full Time Equivalent	**9.0**	**10.6**	**10.6**	**10.6**	**11.0**

Department:	Economic Development	01.39
Division\Program:	Other	Fund: General

Expenditure Category	**FY2020 Actual**	**FY2021 Adopted**	**FY2022 Request**	**FY2022 Adopted**	**$ Change from FY2021**	**% Chg.**
Operating Costs	$0	$0	$0	$50,000	$50,000	New
Transfers Out	200,000	0	0	0	0	N/A
Agency Funding	138,000	188,000	138,000	138,000	(50,000)	-26.6%
Total Expenditures	$338,000	$188,000	$138,000	$188,000	$0	0.0%

Changes and Useful Information:

- **Operating Costs** increase includes the matching funds for the Towns of La Plata and Indian Head for their arts and entertainment district. This funding was added by the County Commissioners during the FY2022 budget adoption.
- **Agency Funding** includes funding for agencies who provide tourism related activities within Charles County. Also included is funding for the Velocity Center in Indian Head to support redevelopment efforts within the town.

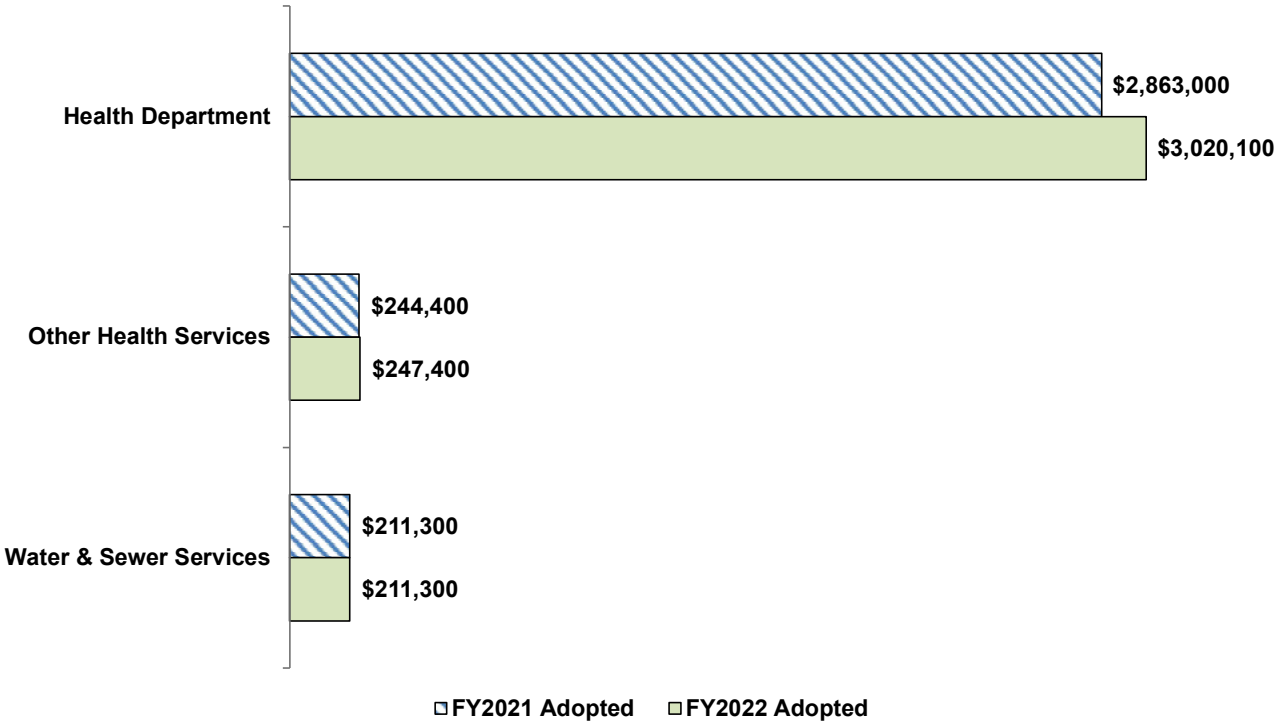
  -The Economic Development Department make recommendations of funding levels and monitors progress of funding provided to agencies for economic development related activities. The reduction in FY2022 is to help offset the cost of a new Business Development Specialist position.

  -Applications from not-for-profit agencies, recommendations of funding levels, and monitoring of funding for tourism related activities are made by Recreation, Parks, and Tourism Department.

Description:

	FY2020 Actual	**FY2021 Adopted**	**FY2022 Adopted**
Agency Funding- Economic Development			
Velocity Center	$100,000	$100,000	$100,000
Economic Development Grants	0	50,000	0
Subtotal	$100,000	$150,000	$100,000
Agency Funding- Tourism			
Tourism Grants	38,000	38,000	38,000
Total Agency Funding	**$138,000**	**$188,000**	**$138,000**

Health Summary						
Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Personal Services	$17,879	$5,000	$5,000	$5,000	$0	0.0%
Fringe Benefits	1,448	500	500	500	0	0.0%
Operating Costs	335,563	356,300	356,300	356,300	0	0.0%
Agency Funding	2,717,295	2,956,900	3,127,000	3,117,000	160,100	5.4%
Total Expenditures	$3,072,185	$3,318,700	$3,488,800	$3,478,800	$160,100	4.8%
Revenues	$69,737	$81,000	$81,000	$81,000	$0	0.0%
Total Expenditures as % of Budget:	**0.7%**	**0.8%**	**0.7%**	**0.8%**		



Health Objective & Measurements

Objectives & Measurements:	FY18 Actual	FY19 Actual	FY20 Actual	FY21 Projected	FY22 Estimated
Health Department: To provide and promote public health support services to the citizens of Charles County.					
# of MD Medical Assistance Applicants	5,460	5,331	4,500	5,200	5,200
# of WIC service recipients	5,170	5,375	5,078	5,000	5,000
# of services in School Health Rooms	290,460	151,149	110,618	17,983	150,000
# of seniors/ AERS services recipients	535	649	646	564	600
# of Disabilities Services recipients	537	560	506	536	566
# of infants and toddler services	410	412	380	339	350
# of Birth/Death Certificates	12,210	13,364	10,010	11,250	12,500
Health Department: To protect and promote the public health of the citizens through chronic and communicable diseases surveillance, control, and prevention, health education, environmental health and clinical services.					
# of Women's Health & Family Planning service recipients	984	903	540	1,110	1,110
# of Reproductive Health Promotion through folic acid distribution	1,261	1,572	871	1,400	1,400
# of clients STD Clinic	513	384	261	500	500
# of HIV Testing & Counseling recipients	978	1,451	1,007	1,400	1,030
# of Breast and Cervical Cancer screening recipients	164	172	199	200	225
# of Colonoscopy service recipients	55	44	36	21	38
# Adult Dental Clinical service recipients	1,529	988	1,024	500	500
# Child Dental Clinical service recipients	1,994	1,010	871	800	800
# Dental Health Education recipients	10,859	6,883	2,606	6,000	6,000
# of Anti-TB treatment	29	40	28	50	50
# TB testing service recipients	34	40	16	50	50
# of Adult Immunization recipients	105	135	27	100	75
# of children immunization recipients	184	893	165	600	620
# of annual Flu vaccination recipients	3,867	3,467	2,171	3,400	2,500
# of post-exposure Rabies vaccine recipients	26	40	24	40	30
# of Mental Health service recipients	1,145	856	427	1,000	1,000
# of Mental Health visits	20,161	15,635	6,676	7,500	7,500
# of Substance Use service recipients	974	1,030	609	1,000	1,000
# of Substance Use visits	10,707	10,049	6,313	7,500	7,500
# of smoking cessation visits	88	113	40	40	40
# of food service facility inspections	1,156	1156	720*	629*	1,400
# of food borne illnesses investigated	8	0	10**	9**	2
# of animal rabies vaccine	573	546	286	56	300
# of animal bite investigations	517	489	547	378	450
# of perk tests applications/completed	139	130	140	170	150
% of perk tests completed	100%	100%	100%	100%	100%
# of well construction permits	234	254	204	235	250
% of construction permits completed	100%	100%	100%	100%	100%
# of water samples collected	856	802	603	740	750
# School based - fluoride varnish	1,716	1,116	739	250	300
# School based - sealant applications	2,581	2,533	1,062	0	150
# Community Oral Cancer Screenings	687	610	*10	*5	*1

** Dental program will provide oral cancer screenings in the community and doesn't include on-site*

Health Department: To provide and promote age appropriate, condition specific case management and care coordination services to the citizens of Charles County.

	8	2	12	4	4
# BBH - Pregnancy Care Navigation	58	63	112	100	150

*FY21 number lower due to 312 COVID 19 complaints received requiring 2-3 visits per complaint; FY20 had 49 COVID complaints/facility closures due to COVID/routine inspections ceased 4 months due to COVID

** all complaints were self reported; no confirmed illness investigations in FY20; 2 illness investigations (confirmed) in FY21 (one food related, one non-food related)

Health

Department: Health 01.35
Division\Program: Department of Health Fund: General
Program Administrator: Dianna E. Abney, MD FAAP, Health Officer

Mailing Address: P.O. Box 1050, White Plains, MD 20695 301-609-6900
Physical Address: 4545 Crain Highway, White Plains, MD 20695 8:00 a.m.-5:00 p.m. M-F
www.charlescountyhealth.org (some programs may include evening hours)

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Personal Services	$17,879	$5,000	$5,000	$5,000	$0	0.0%
Fringe Benefits	1,448	500	500	500	0	0.0%
Operating Costs	132,363	145,000	145,000	145,000	0	0.0%
Agency Funding	2,482,054	2,712,500	2,869,600	2,869,600	157,100	5.8%
Total Expenditures	$2,633,744	$2,863,000	$3,020,100	$3,020,100	$157,100	5.5%
Revenues	$3,054	$6,000	$6,000	$6,000	$0	0.0%

Changes and Useful Information:

- The Health Department is a State Agency.
- Budget numbers listed above reflect County funding only.
- **Operating costs** represent utilities, electricity, and vehicle insurance/fuel. These budgets are based on current trends.
- **Agency Funding** increase provides additional one-time funding to support four (4) Community Health Outreach workers and one (1) Community Health Educator to assist during the Covid19 pandemic.

Description:

The Charles County Department of Health provides advice and assistance to the County Commissioners, who constitute the Board of Health, on all issues relating to the Public Health of the citizens of Charles County. This is accomplished by continually assessing the county's health needs, developing and recommending policy to address those needs, and by assuring that resources are managed properly to meet the health needs of the community.

Equally important are the quality of health services provided directly to county residents. Services are grouped in five major health categories: environmental health, education & prevention programs, personal & family health, mental health, and substance abuse services.

Specific examples include Water and Sewage programs, Restaurant Inspection, Air Quality Control, Education and Nutrition Services, Adult and Adolescent Mental Health Counseling, Communicable Disease Control, Maternity and Family Planning Services, and Substance Abuse Recovery Programs.

The goals of the Charles County Department of Health are to protect the public health and minimize the incidence of preventable illness, disability, and premature death in Charles County residents from environmental and health related causes.

Positions:

There is no direct County staff associated with this budget.

Department: Health 01.35
Division\Program: Other Fund: General

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Operating Costs	203,200	211,300	211,300	211,300	0	0.0%
Agency Funding	235,241	244,400	257,400	247,400	3,000	1.2%
Total Expenditures	$438,441	$455,700	$468,700	$458,700	$3,000	0.7%
Revenues	$66,683	$75,000	$75,000	$75,000	$0	0.0%

Changes and Useful Information:

- **Operating Costs** represents a subsidy to the Water & Sewer Fund for services rendered at Charles County's Parks, Community Centers, Libraries, and Sheriff Operated Facilities.
- The **Agency Funding** budget represents funding of $127,000 for Mosquito Control and $120,400 to the State Department of Health & Mental Hygiene.
- **Revenues** represent Neighborhood participation in Mosquito Control program.

Social Services Summary						
Expenditure Category	**FY2020 Actual**	**FY2021 Adopted**	**FY2022 Request**	**FY2022 Adopted**	**$ Change from FY2021**	**% Chg.**
Personal Services	($8,278)	$5,000	$5,000	$5,000	$0	0.0%
Fringe Benefits	0	600	500	500	(100)	-16.7%
Operating Costs	0	0	0	150,000	150,000	New
Agency Funding	1,379,190	1,377,000	1,567,700	1,377,000	0	0.0%
Total Expenditures	$1,370,912	$1,382,600	$1,573,200	$1,532,500	$149,900	10.8%
Total Expenditures as % of Budget:	**0.3%**	**0.3%**	**0.3%**	**0.3%**		

Changes and Useful Information:

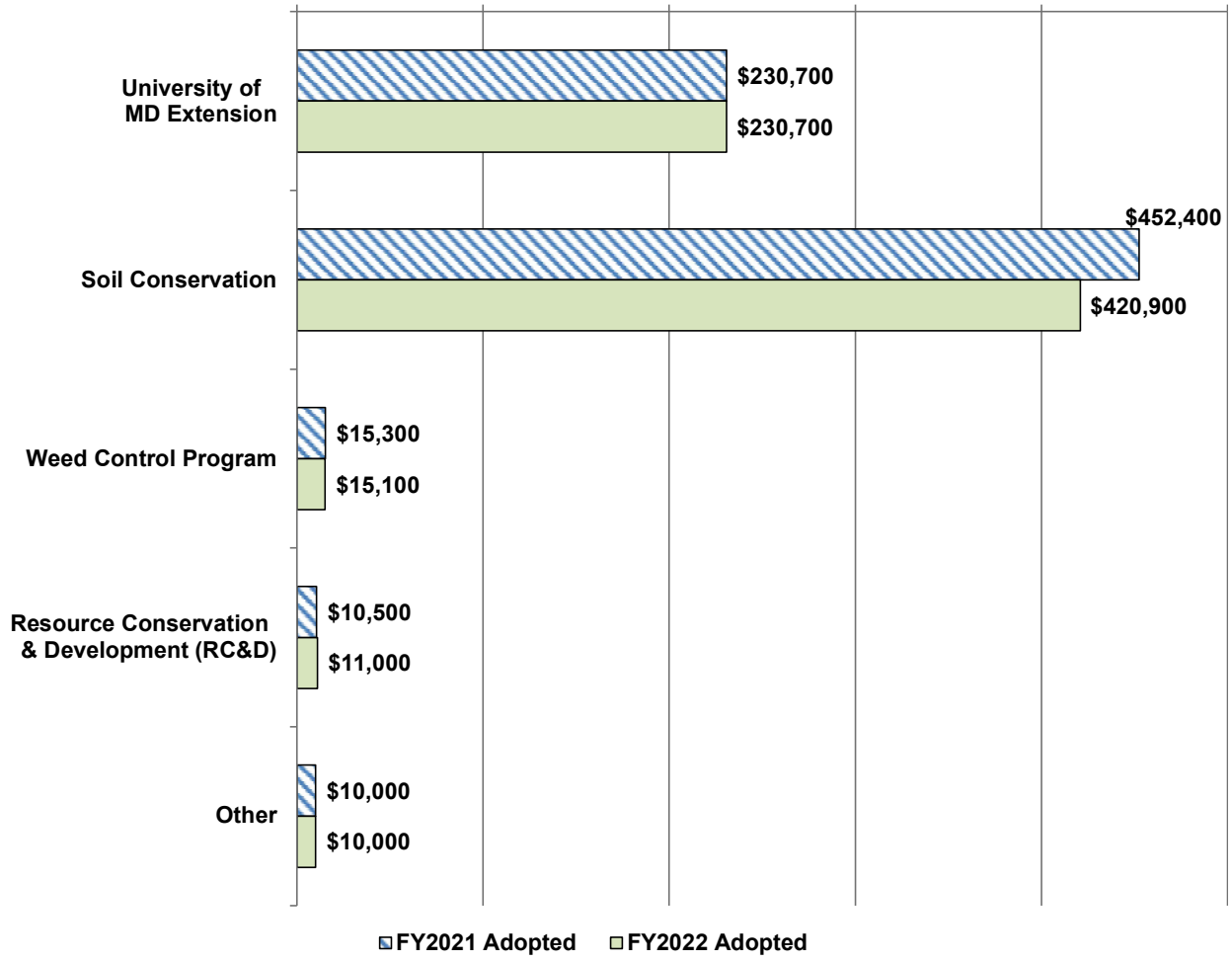
- The **Operating Costs** budget provides funding towards establishing a non-profit fund. This new budget supports the Commissioners Goal & Objectives: Institutional Governance & Policy. Establishing this budget will create a self-sustaining funding source with the purpose of eliminating future fiscal year allocations from the general fund.
- **Agency Funding** budget represents funding for the Department of Social Services, funding for Southern Maryland Tri-County Community Action Committee, Tri-County Youth Services Bureau, and Children's Aid Society which are required by County Code. Additionally, this budget supports the Charles County Charitable Trust which awards funds to local nonprofits through an annual nonprofit grant program.

Description:

	FY2020 Actual	**FY2021 Adopted**	**FY2022 Request**	**FY2022 Adopted**	**$ Change from FY2021**
Department of Social Services (DSS)	321,190	$324,600	$324,500	$324,500	($100)
Non-Profit Grant Award Program	784,100	859,100	1,000,000	809,300	(49,800)
Charles County Charitable Trust, Inc.	225,200	150,200	200,000	200,000	49,800
Tri-County Community Action Committee*	4,000	4,000	4,000	4,000	0
Tri-County Youth Services Bureau (TCYSB)*	43,700	43,700	43,700	43,700	0
Non-Profit Fund	0	0	0	150,000	150,000
Children's Aid Society (CAS)*	1,000	1,000	1,000	1,000	0
TOTAL SOCIAL SERVICES	**$1,379,190**	**$1,382,600**	**$1,573,200**	**$1,532,500**	**$149,900**

**funding required by County Code.*

Conservation of Natural Resources Summary						
Expenditure Category	**FY2020 Actual**	**FY2021 Adopted**	**FY2022 Request**	**FY2022 Adopted**	**$ Change from FY2021**	**% Chg.**
Personal Services	$334,294	$312,800	$341,700	$346,700	$33,900	10.8%
Fringe Benefits	102,061	124,600	96,900	97,000	(27,600)	-22.2%
Operating Costs	224,699	233,400	233,400	233,400	0	0.0%
Agency Funding	42,850	10,600	11,200	10,600	0	0.0%
Capital Outlay	0	37,500	0	0	(37,500)	-100.0%
Total Expenditures	$703,904	$718,900	$683,200	$687,700	($31,200)	-4.3%
Revenues	$92,401	$98,000	$104,900	$104,900	$6,900	7.0%
Total Expenditures as % of Budget:	**0.2%**	**0.2%**	**0.1%**	**0.2%**		



Conservation of Natural Resources

Department: University of MD Extension 01.49
Division\Program: University of MD Extension Fund: General
Program Administrator: Shelley T. King-Curry, Area Extension Director for Calvert, Charles, and St. Mary's
Address: 9501 Crain Hwy, Box 1, Bel Alton MD 20611 301-934-5403
https://extension.umd.edu/charles-county 8:00 a.m.-4:30 p.m. M-F

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Operating Costs	$224,033	$230,700	$230,700	$230,700	$0	0.0%
Total Expenditures	$224,033	$230,700	$230,700	$230,700	$0	0.0%

Description:

Our Mission: The University of MD Extension Service Mission is to educate citizens in the application of practical, research based information concerning critical issues in agriculture, food, natural resources, youth and family.

Our Vision: The University of MD Extension Service vision is to empower people, through education, to make sound decisions throughout their lives.

The Charles County office of the University of MD Extension offers programs in Enhancing Agricultural Profitability, Preserving Natural Resources and Increasing Family Economic Stability.

Objectives & Measurements:

	FY18 Actual	FY19 Actual	FY20 Actual	FY21 Projected	FY22 Estimated
4-H and Youth Development					
Objective: To enable youth to develop contemporary life skills and reach their full potential by participating in the 4-H Youth Development program which offers high quality curriculum and multiple delivery methods.					
# of Youth Enrolled in 4-H	2,056	1,250	604	1,500	2,000
Per FTE 2.5	822	500	241	500	667
# of Youth Reached in School & Special Interest Programs	2,799	2,800	814	1,500	2,800
Per FTE 2.5	1,119	1,120	326	600	1,120
Objective: To increase the abilities of Extension volunteers to successfully carry out Extension programs.					
# of Adult Volunteers Enrolled	212	275	179	200	275
Per FTE 2*	106	137	89.5	100	137
# of Volunteers Hours Given	40,492	50,000	25,050	27,800	50,000
Per FTE 2*	20,246	25,000	12,525	13,900	25,000
**0.5 FTE Program delivery was in our elementary schools and did not work with volunteers.*					
Family and Consumer Sciences					
Objective: To promote the adoption of good nutrition and safe food handling practices, targeting high risk groups including youth, senior citizens and young families.					
# of Participants Receiving Information	1,248	1,400	1,152	1,400	1,400
Objective: For Participants to develop and improve individual, family, home, financial, and/or community responsibility through work, family and community involvement.					
# of Participants Receiving Information	500	500	200	300	500
Agriculture and Natural Resources:					
Objective: To promote the adoption of best management practices and problem solving for commercial agricultural production and home horticultural activities that improves profitability, increase production efficiencies, and enhance natural resources.					
# of Adults and Youth Attending Seminars	731	700	778	800	800
# of Farmers Recertified As Pesticide Applicators	102	120	216	175	175
# of New or Updated Clients with Nutrient Management Plans	83	85	94	90	90
# of Acres of Nutrient Management Plans Written/Updated	14,362	14,500	15,550	15,000	15,000
# of Master Gardener Volunteer Hours	5,056	5,000	1,667	2,500	5,000

Conservation of Natural Resources

Department: Conservation Of Natural Resources 01.57
Division\Program: Soil Conservation Fund: General
Program Administrator: Luis Dieguez, District Manager
Address: 4200 Gardner Road, Waldorf, MD 20601 301-638-3028
www.charlesscd.com

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Personal Services	$321,327	$293,900	$318,700	$327,300	$33,400	11.4%
Fringe Benefits	99,059	121,000	92,900	93,600	(27,400)	-22.6%
Capital Outlay	0	37,500	0	0	(37,500)	-100.0%
Total Expenditures	$420,386	$452,400	$411,600	$420,900	($31,500)	-7.0%
Revenues	$85,126	$83,000	$89,900	$89,900	$6,900	8.3%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** is based on current staffing. A vacant full time position was switched to part time during FY2021 and will continue as a part time position through FY2022. This position is funded by Soil Conservation District.
- **Capital Outlay** decrease represents one time funding to upgrade the access road to the Soil Conservation District property. The road upgrade was needed to improve the overall condition and reduce the dust problem created by vehicular traffic.
- **Revenues** represent funding from the State and Soil Conservation Plan Review Fees.

Description:

The Soil Conservation District, a political subdivision of the State, is responsible for the local direction of a program for the control of soil erosion and the urban erosion and the sediment control plan approval process. The District also reviews and approves plans for certain small ponds and this approval serves in lieu of state permits. A five member Board of Supervisors guides District operations and sets local policy and procedure. The local conservation education program focuses on Envirothon training and competition and a locally produced newsletter. The District, which is bordered by Potomac, Patuxent, and Wicomico Rivers, is an area that is changing rapidly from rural agricultural to suburban residential, commercial and industrial land uses. Even with these changes, over 60 percent of the land area in the District is wooded.

Positions:	FY18	FY19	FY20	FY21	FY22
Title	FTE	FTE	FTE	FTE	FTE
District Manager	1.0	1.0	1.0	1.0	1.0
Engineer II	1.0	1.0	1.0	1.0	1.0
Charles SCD Coordinator	1.0	1.0	1.0	1.0	1.0
Planning Technician	1.0	1.0	1.0	0.0	0.0
Secretary	0.9	0.9	0.9	0.9	0.9
Part Time	0.0	0.0	0.0	0.6	0.6
Total Full Time Equivalent	**4.9**	**4.9**	**4.9**	**4.6**	**4.6**
Grant/District Funding	(1.0)	(1.0)	(1.0)	(0.6)	(0.6)
Net Cost to General Fund	**3.9**	**3.9**	**3.9**	**3.9**	**3.9**

Conservation of Natural Resources

Department: Weed Control 01.22
Division\Program: Weed Control Program Fund: General
Program Administrator: Lane Heimer, Weed Control Specialist

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Personal Services	$6,496	$11,300	$11,300	$11,400	$100	0.9%
Fringe Benefits	880	1,300	1,000	1,000	(300)	-23.1%
Operating Costs	665	2,700	2,700	2,700	0	0.0%
Total Expenditures	$8,041	$15,300	$15,000	$15,100	($200)	-1.3%
Revenues	$7,275	$15,000	$15,000	$15,000	$0	0.0%

Description:

The Charles County Weed Control Program is responsible for overseeing the control of noxious weeds in the County. The noxious weeds are Johnsongrass (Sorghum Halepense), Shattercane (Sorghum Bicolor), and Thistle (Asteraceae or Composite family) including Canada, Musk, Nodding, Plumless, and Bull thistle. The Multi-flora Rose Management Law falls under the jurisdiction of this program as well. All land in the county with noxious weeds fall under the scope of this program.

On-site inspections are made several times during the growing season to make sure any property infested is in compliance with the State Noxious Weed Law. There are over 50 properties representing 3,000 acres infested with thistle, and 90 properties representing 10,000 acres infested with Johnsongrass. Shattercane is also present in the county. Both the County and State highway right-of-ways have varying degrees of thistle and Johnsongrass, they are addressing the infestations to some degree. The Weed Control Program is aiding in their efforts.

Positions:	FY18 FTE	FY19 FTE	FY20 FTE	FY21 FTE	FY22 FTE
Title					
Part Time funding	0.3	0.3	0.3	0.3	0.3
Total Full Time Equivalent	**0.3**	**0.3**	**0.3**	**0.3**	**0.3**

Department: Conservation of Natural Resources 01.36
Division\Program: Other Fund: General

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Agency Funding	$42,250	$10,000	$10,000	$10,000	$0	0.0%
Total Expenditures	$42,250	$10,000	$10,000	$10,000	$0	0.0%

Changes and Useful Information:

- The FY2022 **Agency Funding** is for the following:
  - Continued support towards the Charles County Forest Conservancy District Board in the amount of $5,000. The funds will be used to sponsor Charles County Public Schools students to attend Maryland's Natural Resources Career Camp (NRCC) Hickory and to sponsor the building of wood hobby kits on Fair Day at the Charles County Fair. Also funds online continuing education courses for Board members, marketing efforts, and planting of native trees on Arbor Day.
  - Funds are provided in the amount of $5,000 to cover any potential spraying that may be needed for the Gypsy Moth Program.

Conservation of Natural Resources

Department: Conservation of Natural Resources 01.36
Division\Program: Resource Conservation & Development (RC&D) Fund: General
Program Administrator: Patricia Pinnell, Chair
Address: 26737 Radio Station Way, Suite D, Leonardtown, MD 20650 (301) 475-8427 ext 6
www.somdrcd.org

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Personal Services	$6,472	$7,600	$11,700	$8,000	$400	5.3%
Fringe Benefits	2,122	2,300	3,000	2,400	100	4.3%
Agency Funding	600	600	1,200	600	0	0.0%
Total Expenditures	$9,193	$10,500	$15,900	$11,000	$500	4.8%

Description:

Southern Maryland Resource Conservation and Development (RC&D), Inc. is a private nonprofit corporation. Southern Maryland RC&D carries out community development and conservation projects in Anne Arundel, Charles, Calvert, and St. Mary's Counties. The governing board of Southern Maryland RC&D is composed of local citizens who have an interest in natural resources and community issues. They are appointed by three sponsoring groups in each county, the County Commissioners, Forestry Boards, and Soil Conservation Districts. All board members are volunteers and serve without compensation.

Mission - Working in partnership with community groups and organizations, Southern Maryland Resource Conservation and Development Inc. is dedicated to improving the quality of life in the region by enabling the people and promoting the wise use of our natural and economic resources.

Positions: Title	FY18 FTE	FY19 FTE	FY20 FTE	FY21 FTE	FY22 FTE
Office Associate	1.0	1.0	1.0	1.0	1.0
Total Full Time Equivalent	**1.0**	**1.0**	**1.0**	**1.0**	**1.0**
Other Counties/Agency Funding	(0.9)	(0.9)	(0.9)	(0.9)	(0.9)
Net Cost to General Fund	**0.1**	**0.1**	**0.1**	**0.1**	**0.1**

Other

Department: Other Misc. Appropriations 01.48
Division\Program: Capital Project Fund: General
Program Administrator: Jenifer Ellin, Director of Fiscal & Administrative Services

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Transfers Out	$4,350,400	$2,778,000	$1,963,000	$2,029,000	($749,000)	-27.0%
Total Expenditures	$4,350,400	$2,778,000	$1,963,000	$2,029,000	($749,000)	-27.0%

Changes and Useful Information:

- **Transfers Out** represents funding for paygo projects. Funds are transferred to the Capital Project Fund. FY2022 adopted includes funding for the Waldorf Urban Redevelopment Corridor Stormwater Outfall that was added to the budget by the County Commissioners

Description:

Represents the PayGo amount for the Capital Project Fund. PayGo is defined as using current operating revenue to pay for a capital project, typically one that is either small in value or has a short useful life. PayGo funds are also used to supplement Bond funding by using one-time revenues or fund balance to help pay for projects. See the Capital Project Tab for complete project listing and descriptions of each project.

Projects:	FY2020 Actual	FY2021 Adopted	FY2022 Adopted
BOARD OF EDUCATION			
Benjamin Stoddert M.S. Renovation	$0	$0	$495,000
Limited Renovation: Dr. Gustavus Brown E.S.	0	0	400,000
Full Day Kindergarten Addition: Malcolm E.S.	20,000	0	0
Full Day Kindergarten Addition: J.P. Ryon E.S.	17,000	0	0
Eva Turner E.S. Modernization and Addition	0	501,000	0
TRANSPORTATION			
Road Overlay Program	400,000	0	0
Traffic Signal Program	285,000	0	0
Sidewalk Improvement Program	153,000	0	0
Safety Improvement Program- Existing Roadways	141,000	0	0
County Drainage Systems Improvement Program	100,000	0	0
Safety Upgrades to Middletown Road at Billingsley Road Traffic Signal	0	122,000	0
Waldorf Urban Redevelopment Corridor Stormwater Outfall	0	0	66,000
GENERAL GOVERNMENT			
Capital Clubhouse Improvements	313,000	333,000	0
Countywide Building Re-Keying/Access Controls	157,000	0	0
Elite Gymnastics & Recreation Center Improvements	151,000	152,000	0
Charles County Welcome Signage	138,000	0	0
Detention Center Intake Area	1,163,000	0	0
Sheriff's Office Improvements	3,200	0	0
Blue Crabs Stadium/Roofing Renovation Project	192,400	0	0
La Plata Library Chiller	264,000	0	0
Re-engineering of Radio System	7,800	0	0
Readiness and Environmental Protection Integration Program	460,000	0	0
Old Courthouse Jury Waiting Area Renovations	0	320,000	0
Government Building Roof Replacement	0	265,000	0
Government Building Heating Loop Evaluation and Improvements	0	240,000	0
Detention Center Chiller Replacement	0	337,000	0
PARKS			
Park Repair & Maintenance Projects	250,000	325,000	334,000
Playground Revitalization Program	75,000	0	0
Gilbert Run Boardwalk Replacement	60,000	0	0
La Plata Farm Master Plan	0	0	200,000
Mason Springs Kayak Launch	0	120,000	0
Washington Avenue Shared Use Path/Sidewalk Feasibility Study	0	63,000	0
Mallows Bay Restrooms	0	0	500,000
La Plata Farm Development Phase I	0	0	34,000
	$4,350,400	**$2,778,000**	**$2,029,000**

Other

Department: Contingency 01.54
Division\Program: Contingency Fund: General
Program Administrator: Board of County Commissioners

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Operating Contingency	$0	$0	$3,400,000	$37,400	$37,400	New
Total Expenditures	$0	$0	$3,400,000	$37,400	$37,400	New

Description:

The County typically adopts a Reserve for Contingency budget within its operating budget for emergency expenditures or revenue shortfalls that may arise during the fiscal year.

Department: Financing Uses 01.23
Division\Program: Fiscal & Administrative Services Fund: General
Program Administrator: Jenifer Ellin, Director of Fiscal & Administrative Services

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Watershed Fund Subsidy	$550,000	$300,000	$300,000	$0	($300,000)	-100.0%
Total Expenditures	$550,000	$300,000	$300,000	$0	($300,000)	-100.0%

Changes and Useful Information:

- The **Watershed Fund Subsidy** budget was eliminated for FY2022 by the County Commissioners in order to provide additional funding towards the Board of Education.

Enterprise Funds

ENTERPRISE FUNDS

Enterprise funds are established for operations that have a defined customer base and are primarily funded by a service fee associated directly with the operation. These operations are accounted for in a manner similar to the private sector, where budgets are used as a management tool and are subject to the amount of activity. For example, an increase in building permit activity would increase both revenues and expenditures in the Inspection and Review Fund and necessitate a budget amendment increasing the revenue and expenditure budgets.

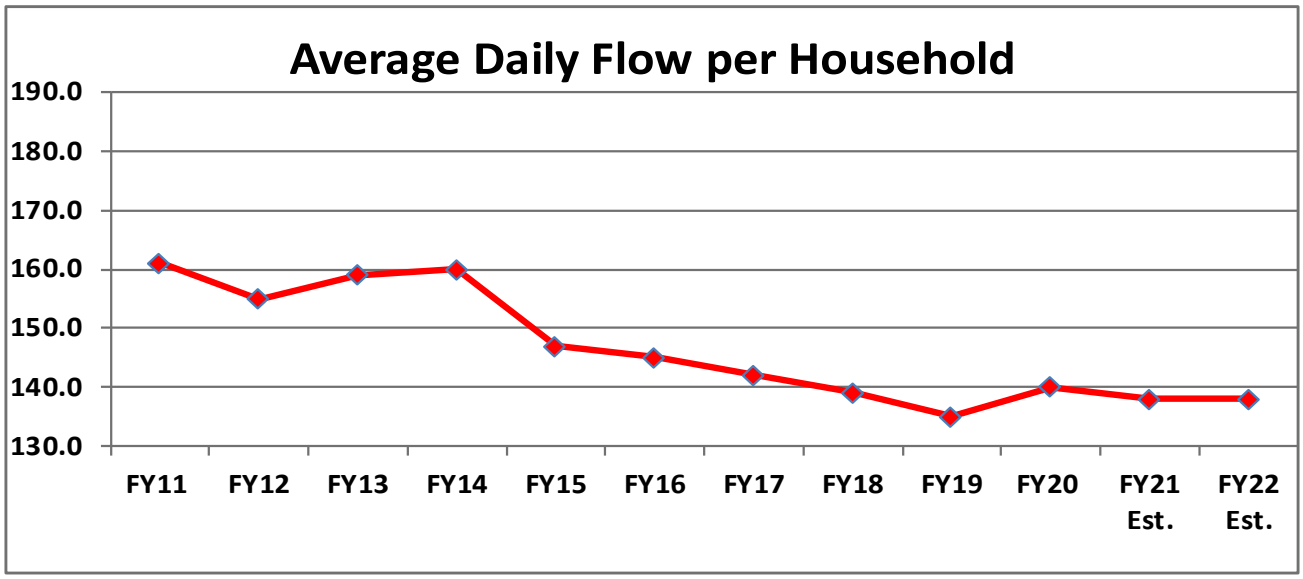
Enterprise Fund Revenues

Operating revenue budgets within these funds are estimated based on the expected level of activity unique to each operation and at a level so as to maintain a self-supporting status. These funds operate on a "break-even" basis, therefore, user fee rates are adjusted so that enough revenue is generated to pay for the system. For example, user fees & charges adopted within the Water and Sewer Fund recover the cost of supplying water to the customers, treatment of the sewer, meter reading, accounts receivable, debt service, and administrative costs of operating the system. Unlike a business enterprise, the County does not include a profit margin within its fees.

Trends and Assumptions for Revenue Estimates

Water & Sewer

The County manages many public water and sewer systems, the largest of which is the Mattawoman Wastewater Treatment Plant (MWWTP). The original concept of the plant envisioned an ultimate capacity through expansions of 50 million gallons per day. The Maryland Department of the Environment has rated the MWWTP for 20 million gallons per day. Currently, the average flow being treated is approximately 13 million gallons per day. Revenues that support these systems include user fees and connection fees. The largest revenue source, user fees, is estimated based on an average flow per customer multiplied by the estimated number of customers. The number of customers is estimated based on our estimated population growth rate. The average-flow method was selected to moderate the estimates for unusual weather patterns. For example, during dry seasons customer water demand usually increases as customers water lawns and wash cars more frequently. Wet seasons produce the opposite effect. The towns of La Plata and Indian Head each have their own central sewage systems to service their citizens. The County will no longer assess a credit card transaction fee for online water & sewer billing payments to allow this payment option to be more affordable to our residents.



For FY22, user fees were increased by 4.2% on the average water and sewer bill. The total FY22 budget is 5% greater than the FY21 budget. Expenditures were adjusted to cover the debt service related to capital projects, and to support two new full-time positions as well as additional part time help and an increase in hours for one position. The fund is also providing partial support for three other positions. Based on an average daily consumption of 138 gallons, a consumer could expect to pay approximately $195 per quarter, approximately $8 more. The County remains in the lower half of surrounding jurisdictions in rate comparisons.

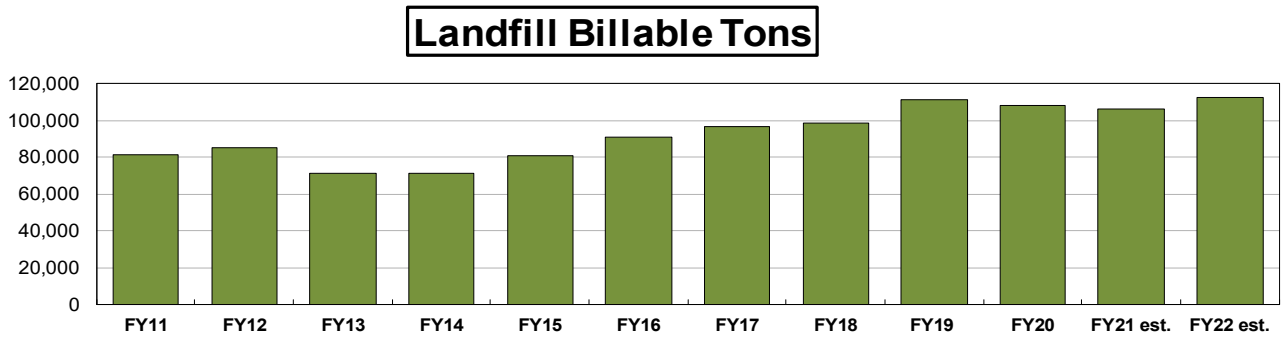
ENTERPRISE FUNDS

Solid Waste (Landfill)

An enterprise fund was established for landfill operations in the early 1990's. The tipping fee increases to $81 per ton for FY22. This fee is the primary revenue source for the Landfill operation comprising over 90% of the revenues for this operation.

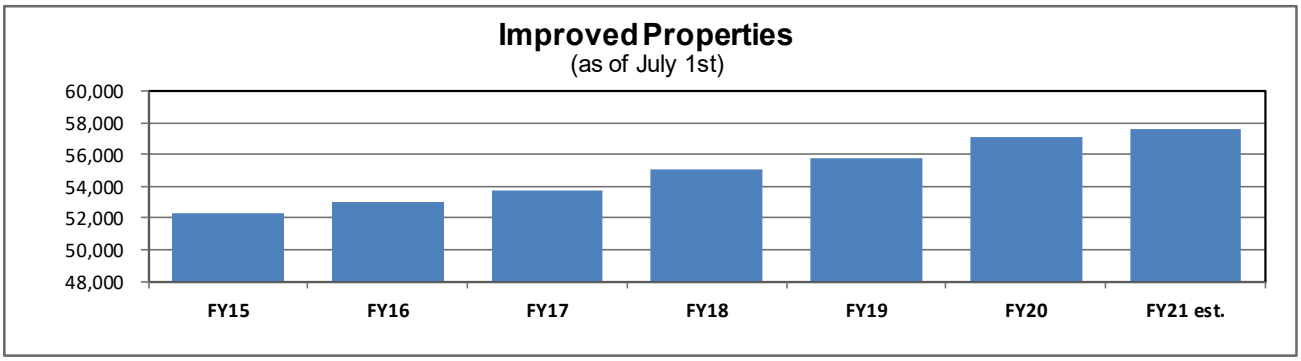
Both a fiscal and operational impact resulted from the free trade legislation approved by the Federal Government many years ago which removed restrictions on landfills and opened the waste removal business to interstate transactions. Consequently, what once was a predictable estimate for tons of waste is now a closely monitored monthly process. Revenues are estimated based on the latest trend in the waste management industry. Severe weather such as snow or ice storms (that can create hazardous driving conditions) tends to increase tonnage at the landfill due to its local access.

Although the revenues are difficult to predict, the fund remains in a financially stable position due to the County's long range planning and a decision to establish capital budget reserves for pay-as-you-go financing for future landfill expansion. The decision to pay cash for future expansions allows us to react to waste volume instead of depending on landfill revenues to pay for debt. FY22 tons are conservatively estimated. The landfill is located on a 16 acre site and is approximately 71% filled. A history of billable tons is depicted in the following graph:



Environmental Service Fund (ESF)

Recycling and environmental programs are paid with revenues generated primarily by an environmental service fee for each improved property within the County. Improved property is land with one or more structures on it. The environmental service fee accounts for approximately 93% of revenues generated in this fund. The fee is established annually based on the estimated cost of various programs divided by the number of dwelling units. Information from the tax billing system supported by information from the Maryland Department of Assessments and Taxation provides the County with a reliable count of dwelling units. A growth rate is added to the base for a total revenue estimate. The County's fee increased by $6, to $130 per improved property to cover the County's cost to provide curbside collection of recycling and yard waste, to support climate resiliency initiatives, and for the Septic Pump Out Reimbursement Programs.



NOTE: The towns of Indian Head and La Plata have their own recycling program and pay a reduced ESF fee. The rate is currently $20 which covers Hazardous Material disposal, litter control, & other programs. Revenue is also generated from the sale of recyclable material, which is subject to marketplace pricing.

ENTERPRISE FUNDS

Watershed Protection & Restoration Program

The County's Watershed Protection and Restoration Fund is for implementation of local stormwater management plans and practices, and stream and wetland restoration activities. The fund covers related planning, mapping, monitoring, inspections, enforcement, operations and maintenance, public education and outreach, grants to non-profits, administrative costs, and debt service payments to cover the cost of capital improvements. Revenues to the fund are generated primarily by the Stormwater Remediation Fee, which is charged annually to each improved property within the County and accounts for 92% of revenues. The Stormwater Remediation fee was increased from $98 in FY21 to $115 per improved property in FY22 to cover the debt service related to capital projects, repair aging stormwater management structures, and to support marsh maintenance monitoring. The fee was also increased to support climate resiliency initiatives, for a new Engineer position, and to support more inspections to be done by road contractors. The fee is established annually based on the estimated cost of various programs divided by the number of improved properties. Since Town of Indian Head and La Plata have their own stormwater fee for similar purposes, property owners within these town limits are not charged the county fee.

Inspection & Review

The County manages building inspections and developer plan reviews through the use of an enterprise fund. The recession in the early 1990's depressed the construction industry and left the County with high overhead costs. To allow for greater flexibility regarding the expansion and contraction of the building & renovation activities within the County this operation was privatized and is managed partly with outside contractors. Operating revenues for this fund are generated primarily by service charges for various inspections and reviews. Inspections are performed for roads, buildings, grading, water & sewer, storm drain & storm water, and sediment & erosion control. Reviews include plan and architectural reviews. Estimates are provided by the Department of Planning & Growth Management based on their measurement of plan review and building development. Revenue estimates are assumed based on current trends, including permit and population estimates, leading economic indicators, market values, and personal income. Fees are adjusted to cover the cost of providing these services. Due to the anticipated increase in contract services as well as other expenses for FY22, overall funding was increased by 7.3%.

Recreation

This fund is used to manage the recreational and leisure time activities for County residents including: recreational classes and special events, indoor sports leagues for youth and adult, drop-in programs, special population programs and supporting the Special Olympics, summer aquatics and swim lessons, summer sports camps, trips and tours, and amusement park discount ticket sales. Additionally, the Recreation fund accounts for the operation of the Elite Gymnastics & Recreation Center, a state-of-the-art facility, and the Waldorf Senior & Recreational Center. The County also owns the Capital Clubhouse Recreation Center, a year-round recreation and sports complex which is run by a third party contract and is not part of the County’s budget. Revenues are estimated based on historical activity and changes in program offerings. Compared to FY21, operations are budgeted to decrease by 19.0% which is mainly due to moving the day-to-day operations of the aquatics program to the General Fund. Swim lessons and birthday parties at the aquatics centers will remain in the Recreation Fund.

Vending Machine Fund

Commercial vending machines, placed throughout County owned facilities, provide a modest revenue stream. A sales commission earned is used to fund various County-sponsored functions for employees. Revenues are estimated from historical data.

ENTERPRISE FUND OPERATING BUDGETS[1]

	FY2020 Actual	FY2021 Budget	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Water & Sewer						
Revenue						
Service Charges	$35,154,146	$39,205,600	$39,388,500	$40,823,500	$1,617,900	0.5%
Local Government	1,230,149	1,296,100	1,413,900	1,433,000	136,900	9.1%
Fines & Forfeitures	530,268	720,000	720,000	720,000	0	0.0%
Rent Revenues	366,611	245,000	245,000	245,000	0	0.0%
Licenses & Permits	87,893	81,700	85,000	85,000	3,300	4.0%
Miscellaneous	90,558	52,600	52,600	52,600	0	0.0%
Operating Revenues	$37,459,626	$41,601,000	$41,905,000	$43,359,100	$1,758,100	0.7%
Fund Balance Appropriation	1,318,000	199,000	672,700	672,700	473,700	238.0%
Total	$38,777,626	$41,800,000	$42,577,700	$44,031,800	$2,231,800	1.9%
Expense						
Personal Services	$9,476,833	$10,301,600	$10,517,800	$10,748,500	$216,200	2.1%
Fringe Benefits	3,382,919	3,975,200	3,952,000	3,960,700	(23,200)	-0.6%
Operating Costs	16,326,982	18,737,400	19,954,100	20,138,500	1,216,700	6.5%
Debt Service	6,325,498	7,190,200	7,680,300	7,685,600	490,100	6.8%
Operating Contingency	0	628,400	437,600	8,500	(190,800)	-30.4%
Capital Outlay	526,321	772,000	1,410,000	1,410,000	638,000	82.6%
Capital Projects	254,600	195,200	80,000	80,000	(115,200)	-59.0%
Total	$36,293,153	$41,800,000	$44,031,800	$44,031,800	$2,231,800	5.3%
Variance	$2,484,472	$0	($1,454,100)	$0		
Solid Waste						
Revenue						
Service Charges	$8,090,912	$9,088,000	$9,240,100	$9,589,200	$501,200	5.5%
Licenses & Permits	3,135	8,000	5,000	5,000	(3,000)	-37.5%
Miscellaneous	(716)	2,100	0	0	(2,100)	N\A
Operating Revenues	$8,093,331	$9,098,100	$9,245,100	$9,594,200	$496,100	5.5%
Fund Balance Appropriation	471,847	1,134,000	880,000	880,000	(254,000)	-22.4%
Total	$8,565,178	$10,232,100	$10,125,100	$10,474,200	$242,100	2.4%
Expense						
Personal Services	$1,705,997	$1,972,800	$2,036,800	$2,091,900	$119,100	6.0%
Fringe Benefits	602,606	667,500	675,400	676,200	8,700	1.3%
Operating Costs	1,174,929	1,577,900	1,614,500	1,614,500	36,600	2.3%
Debt Service	157,954	249,200	328,400	328,400	79,200	31.8%
Operating Contingency	0	137,300	102,500	46,600	(90,700)	-66.1%
Landfill Expansion/Closure	3,674,100	4,036,200	4,196,000	4,196,000	159,800	4.0%
Capital Outlay	1,011,813	984,000	886,200	886,200	(97,800)	-9.9%
Agency Funding	32,700	36,800	64,000	64,000	27,200	73.9%
Equipment/Tech Reserve	570,400	570,400	570,400	570,400	0	0.0%
Total	$8,930,498	$10,232,100	$10,474,200	$10,474,200	$242,100	2.4%
Variance	($365,320)	$0	($349,100)	$0		

Footnotes:

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These items are not recorded on the County's Statement of Revenues, Expenses, and changes in Net Assets.

ENTERPRISE FUND OPERATING BUDGETS[1]

	FY2020 Actual	FY2021 Budget	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Environmental Services						
Revenue						
Service Charges	$6,456,719	$6,785,500	$6,823,400	$7,198,300	412,800	6.1%
Interest Income	12,252	12,000	12,000	12,000	0	0.0%
Operating Revenues	$6,468,971	$6,797,500	$6,835,400	$7,210,300	$412,800	6.1%
Fund Balance Appropriation	483,328	670,000	375,000	375,000	(295,000)	-44.0%
Total	$6,952,299	$7,467,500	$7,210,400	$7,585,300	$117,800	1.6%
Expense						
Personal Services	$1,024,468	$1,216,400	$1,303,800	$1,334,300	$117,900	9.7%
Fringe Benefits	300,360	340,500	386,700	387,200	46,700	13.7%
Operating Costs	4,540,782	4,765,300	5,062,800	5,025,200	259,900	5.5%
Debt Service	202,544	167,100	128,900	128,900	(38,200)	-22.9%
Operating Contingency	0	68,200	64,700	23,200	(45,000)	-66.0%
Capital Outlay	595,578	770,000	490,000	490,000	(280,000)	-36.4%
Equipment Reserve	121,000	121,000	121,000	121,000	0	0.0%
Agency Funding	16,900	19,000	27,400	75,500	56,500	297.4%
Total	$6,801,632	$7,467,500	$7,585,300	$7,585,300	$117,800	1.6%
Variance	$150,667	$0	($374,900)	$0		

Watershed Protection and Restoration						
Revenue						
Service Charges	$4,037,373	$4,762,900	$4,777,100	$5,650,400	$887,500	18.6%
Interest Income	9,466	7,200	5,000	5,000	(2,200)	-30.6%
Operating Revenues	$4,046,839	$4,770,100	$4,782,100	$5,655,400	$885,300	18.6%
General Fund Subsidy	550,000	300,000	300,000	300,000	0	0.0%
Fund Balance Appropriation	102,481	509,000	164,000	164,000	(345,000)	-67.8%
Total	$4,699,320	$5,579,100	$5,246,100	$6,119,400	$540,300	9.7%
Expense						
Personal Services	$558,534	$761,300	$911,400	$929,500	$168,200	22.1%
Fringe Benefits	147,304	222,300	262,200	263,300	41,000	18.4%
Operating Costs	1,800,478	2,129,000	2,182,100	2,138,800	9,800	0.5%
Agency Funding	10,300	20,900	89,600	139,600	118,700	567.9%
Debt Service	1,702,492	2,191,000	2,351,100	2,351,100	160,100	7.3%
Operating Contingency	0	38,600	25,900	0	(38,600)	N\A
Transfer Out	0	0	48,100	48,100	48,100	N\A
Capital Budget Reserve	67,000	216,000	249,000	249,000	33,000	15.3%
Total	$4,286,109	$5,579,100	$6,119,400	$6,119,400	$540,300	9.7%
Variance	$413,211	$0	($873,300)	$0		

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ENTERPRISE FUND OPERATING BUDGETS[1]

	FY2020 Actual	FY2021 Budget	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Inspections and Review						
Revenue						
Service Charges	$3,950,939	$4,915,500	$5,283,100	$5,283,100	$367,600	7.5%
Operating Revenues	$3,950,939	$4,915,500	$5,283,100	$5,283,100	$367,600	7.5%
Transfers from General Fund	1,040	6,000	0	0	(6,000)	N\A
Fund Balance Appropriation	804,300	0	0	0	0	N\A
Total	$4,756,279	$4,921,500	$5,283,100	$5,283,100	$361,600	7.3%
Expense						
Personal Services	$1,492,496	$1,642,800	$1,661,400	$1,696,300	$53,500	1.13%
Fringe Benefits	427,455	521,600	466,500	467,500	(54,100)	-10.56%
Operating Costs	2,729,703	2,586,800	2,810,000	2,780,100	193,300	8.63%
Debt Service	35,963	54,300	54,400	54,400	100	0.18%
Operating Contingency	0	91,600	279,600	243,700	152,100	205.24%
Agency Funding	21,700	24,400	41,100	41,100	16,700	68.44%
Total	$4,707,317	$4,921,500	$5,313,000	$5,283,100	$361,600	7.3%
Variance	$48,962	$0	($29,900)	$0		
Recreation						
Revenue						
Service Charges	$1,383,029	$2,204,200	$1,740,200	$1,740,200	($464,000)	-21.1%
Rent Revenue	4,031	5,500	6,500	6,500	1,000	18.2%
Miscellaneous	37,639	34,000	34,000	34,000	0	0.0%
State Grants	20,949	20,900	20,900	20,900	0	0.0%
Operating Revenues	$1,445,648	$2,264,600	$1,801,600	$1,801,600	($463,000)	-20.4%
Transfers from General Fund	226,316	175,000	175,000	175,000	0	0.0%
Total	$1,671,964	$2,439,600	$1,976,600	$1,976,600	($463,000)	-19.0%
Expense						
Personal Services	$915,033	$1,434,500	$1,108,300	$1,136,400	($298,100)	-20.8%
Fringe Benefits	124,605	158,300	112,700	115,300	(43,000)	-27.2%
Operating Costs	630,458	796,500	706,500	706,500	(90,000)	-11.3%
Operating Contingency	0	50,300	49,100	18,400	(31,900)	-63.4%
Total	$1,670,096	$2,439,600	$1,976,600	$1,976,600	($463,000)	-19.0%
Variance	$1,868	$0	$0	$0		

Footnotes:

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ENTERPRISE FUND OPERATING BUDGETS[1]

	FY2020 Actual	FY2021 Budget	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Vending Machine						
Service Charges	$150,249	$138,800	$138,800	$138,800	$0	0.0%
Operating Costs	$167,146	$138,800	$138,800	$138,800	$0	0.0%
Variance	($16,896)	$0	$0	$0		

Total Enterprise Funds

Total Revenues	$65,572,915	$72,578,600	$72,557,800	$75,609,200	$3,030,600	4.2%
Total Expenses	$62,855,951	$72,578,600	$75,639,100	$75,609,200	$3,030,600	4.2%
Variance	**$2,716,964**	**$0**	**($3,081,300)**	**$0**		

Footnotes:

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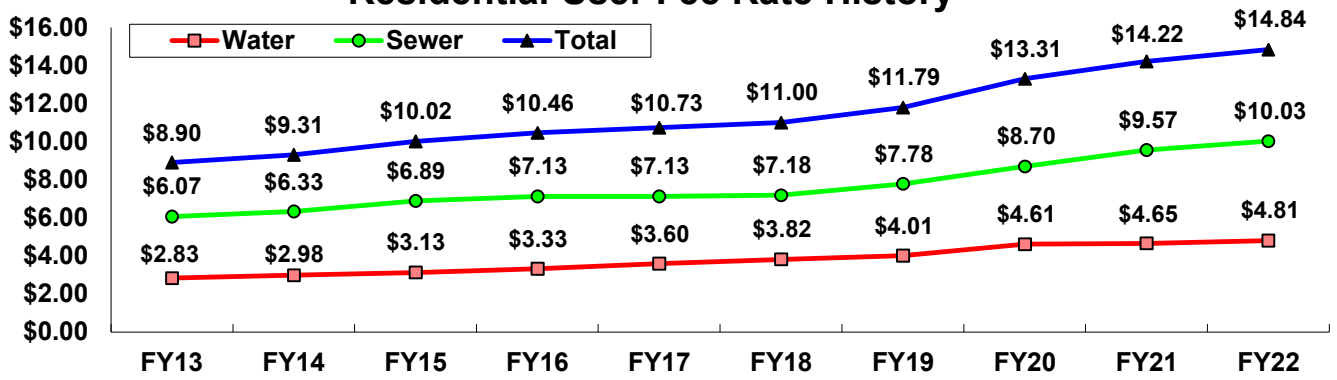
These items are not recorded on the County's Statement of Revenues, Expenses, and changes in Net Assets.

Water and Sewer Fund

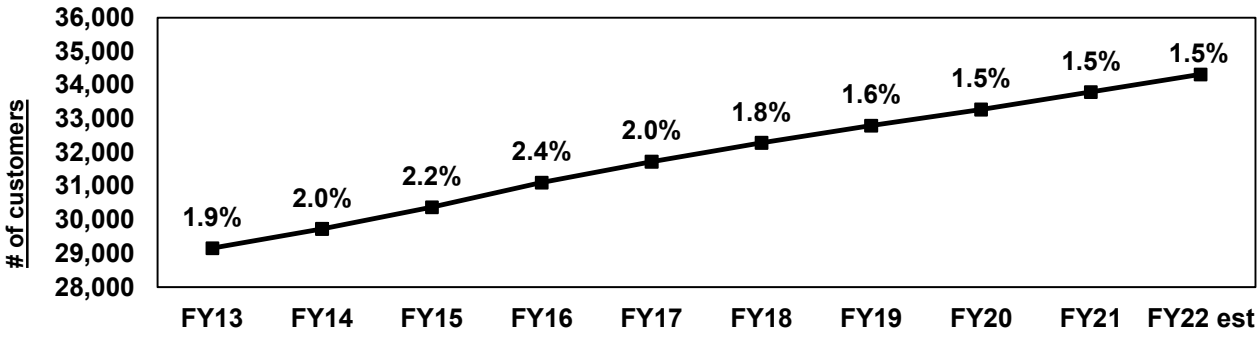
Bernard Cochran, Acting Director of Public Works 301-609-7400 301-753-8270
Address: 5310 Hawthorne Rd., La Plata, MD 20646 7:00 a.m.-3:00 p.m. M-F
https://www.charlescountymd.gov/services/public-works-utilities

Residential User Fee Rate History



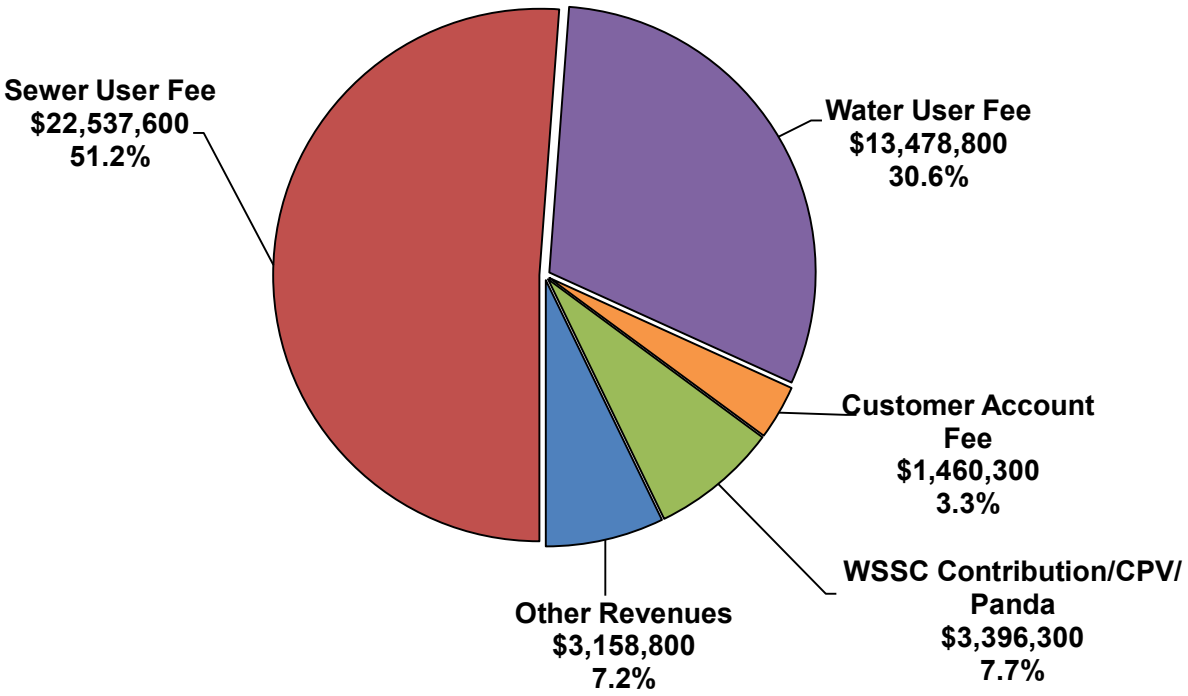
Water User Fee Rate	**FY2022 Rates:**
Single Family Residential: 0 - 18,000 gallons	$4.81 per 1,000 gallons
Single Family Residential: 18,001 - 24,000 gallons	$9.62 per 1,000 gallons
Single Family Residential: Over 24,000 gallons	$14.43 per 1,000 gallons
Multi-Family/Commercial: based on metered usage	$5.73 per 1,000 gallons
Sewer User Fee Rate	
Single Family Residential: Billing capped at 24,000 gallons	$10.03 per 1,000 gallons
Multi-Family/Commercial: based on metered usage	$10.03 per 1,000 gallons
Customer Account Fee	
Customer Account Charge	$10.15 flat fee
Sewer "Only" Non-Metered Customer Account Charge	$5.12 flat fee
Late Payment Penalty	10% of current bill plus
Other Fees	3% of arrear bills
Water Leak Test	$51
Water Meter Test - 5/8" Meters to 8" Meters	$161 to $415
Reconnect/Disconnect of Water Service (weekdays)	$52
Reconnect/Disconnect Water Service (evenings/weekends/holidays)	$126

Water & Sewer Accounts



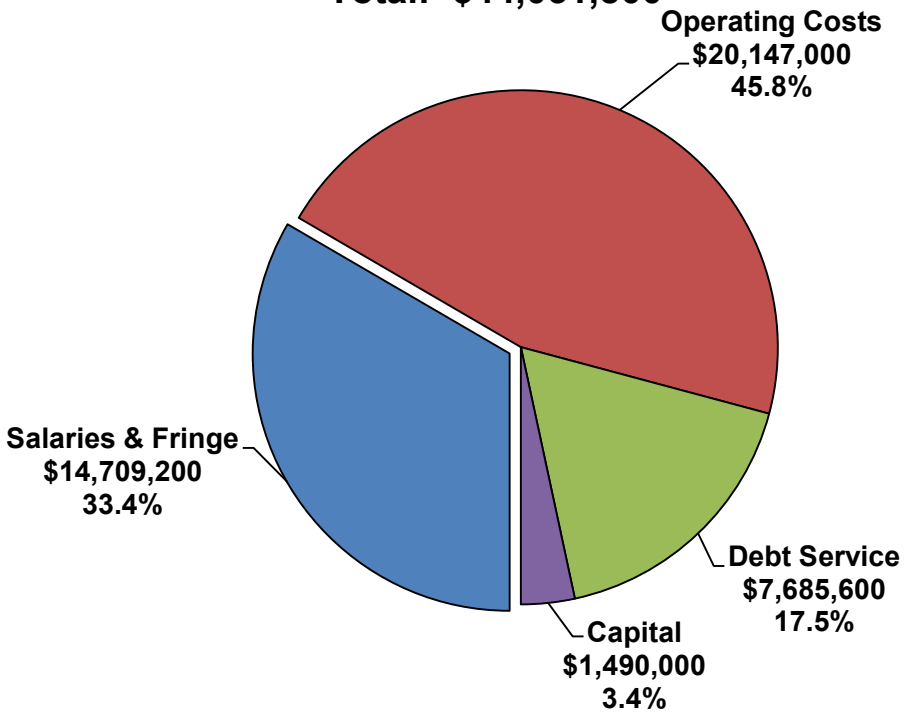
The % increase in the graph represents the rate of customer growth. The number of accounts has steadily increased each year which is reflective of the County's constant population growth.

FY2022 Operating Revenues by Funding Source
Total: $44,031,800



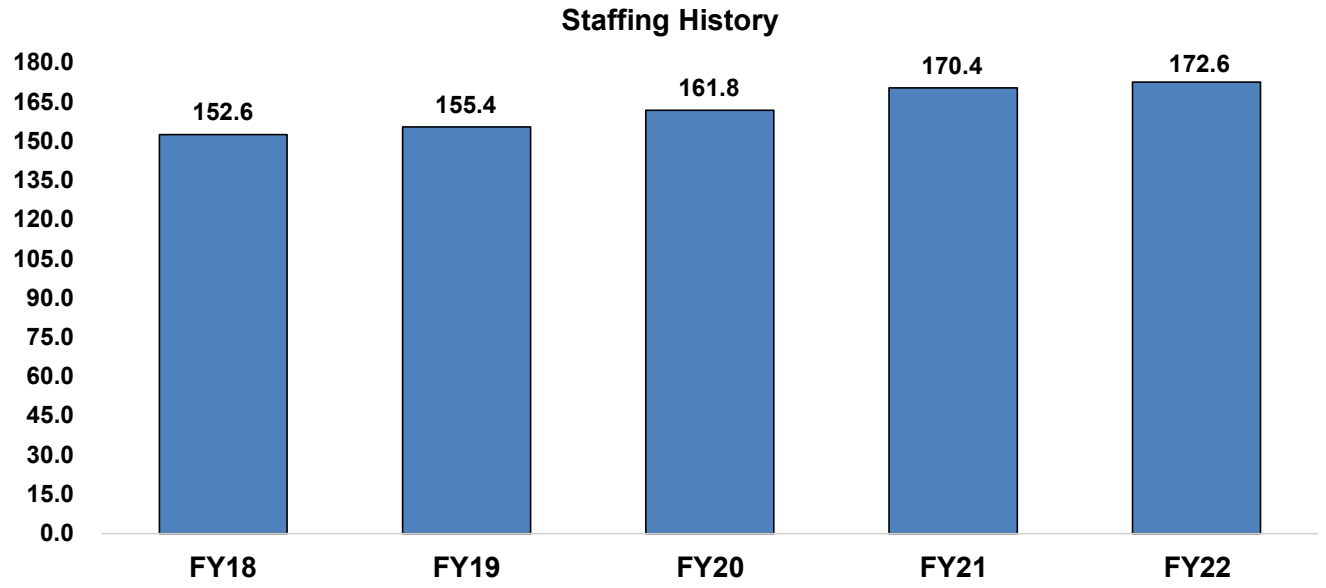
FY2022 Operating Expenses by Account Classification

Total: $44,031,800



Represents costs associated with the operation and maintenance of the Water and Sewer Fund. Costs, including additional debt service related to funding capital projects for new or future customers are not included.

Water and Sewer Staffing History



Positions by Program:	FY18	FY19	FY20	FY21	FY22
DPW-UT					
Sewer	47.5	50.5	53.8	56.4	54.7
Mattawoman	39.4	37.7	39.1	40.1	41.4
Water	43.6	44.5	45.8	50.2	50.9
Meters	7.1	7.1	7.1	7.1	7.1
DPW-UT Full Time Equivalent	**137.6**	**139.8**	**145.8**	**153.8**	**154.1**
PGM	6.7	6.7	6.7	7.3	8.6
Fiscal & Administrative Services	8.3	8.9	9.3	9.3	9.9
Total Full Time Equivalent	**152.6**	**155.4**	**161.8**	**170.4**	**172.6**

Objectives and Measurements

	FY18 Actual	FY19 Actual	FY20 Actual	FY21 Projected	FY22 Estimated
Public Works Objective: To provide excellent customer service.					
Water & Sewer Line Breaks					
Number of Breaks	51	46	53	50	55
$ per event	$5,851	$8,269	$6,017	$6,500	$6,500
Water/Sewer Regulatory Compliance					
% Violations	4.16%	8.16%	N/A	N/A	N/A
Potential Violations	51	51	23	48	40
Water delivered	197.1 million gallon/day average	203 million gallon/day average	201 million gallon/day average	200 million gallon/day average	200 million gallon/day average
Sewer treated	275.54 million gallon/day average	411 million gallon/day average	293 million gallon/day average	300 million gallon/day average	300 million gallon/day average
Customer Complaints					
Number of Complaints	90	86	54	60	60
average number of days to resolve	7	7	8	7	7
Annual # of injury and property damage claims reported (# / month)	44	46	31	40	45

- Achieves Commissioners 2019-2021 Goals and Objectives: Goal 2: Institutional Governance & Policy, Operational Excellence

Public Works Objective: To have a system of meters less than 15 years old and to insure the accuracy and timeliness of readings.					
# of meters installed (new/replacement/change out program)	816	761	703	750	775

- Achieves Commissioners 2019-2021 Goals and Objectives: Goal 1: Economic Development & Support Services, Infrastructure/Services

PGM Objective: Inventory of inadequate water, sewer and drainage facilities.					
Water Facilities	0.0	0.0	0.0	2.0	2.0
Sewer Facilities	1.0	1.0	1.0	2.0	2.0
Fiscal & Administrative Services Objective: To process invoices for water/sewer services provided each quarter and follow-up with collection efforts as needed to ensure revenue recovery.					
# of invoices per year	136,906	135,434	139,762	144,300	146,500
# of regular invoices	131,848	130,709	135,250	139,000	141,000
# of finals	5,058	4,725	4,512	5,300	5,500
# of customer accounts	33,583	34,044	34,508	34,600	34,700
% of ebilling customer accounts	8.57%	9.55%	10.48%	10.50%	10.75%
# of delinquent invoices per year	32,785	42,207	34,540	44,456	46,000
% of total billed	24%	25%	25%	31%	31%

- Achieves Commissioners 2019-2021 Goals and Objectives: Goal 2: Institutional Governance & Policy, Operational Excellence

Fiscal & Administrative Services Objective: To follow up on past due accounts/ improve collection efforts.					
# of final notice letters	981	686	846	819	823
# of liens	329	415	391	448	260
# of liens released	295	281	332	308	235

- Achieves Commissioners 2019-2021 Goals and Objectives: Goal 2: Institutional Governance & Policy, Operational Excellence

Water & Sewer

Department: Public Works - Utilities 30.25.71
Division \ Program: Satellite Sewer Systems Fund: Enterprise
Program Administrator: Bernard Cochran, Acting Director of Public Works

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Requested	FY2022 Adopted	$ Change FY2021	% Chg.
Personal Services	$3,135,157	$3,433,500	$3,370,300	$3,448,000	$14,500	0.4%
Fringe Benefits	1,120,224	1,374,000	1,301,200	1,302,600	(71,400)	-5.2%
Operating Costs	4,792,112	4,628,000	4,814,700	4,857,900	229,900	5.0%
Operating Contingency	0	213,400	109,700	0	(213,400)	N\A
Debt Service	3,819,064	4,508,000	4,868,400	4,868,400	360,400	8.0%
Capital Outlay/Maintenance	186,271	250,000	320,000	320,000	70,000	28.0%
Capital Projects	56,700	141,200	80,000	80,000	(61,200)	-43.3%
Total Expenditures	$13,109,528	$14,548,100	$14,864,300	$14,876,900	$328,800	2.3%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the approved salary increases. Also included is the reallocation of positions being moved under the new Capital Project Management Department. The FY2022 budget includes supporting the impact of increasing a full time reduced hour (FTRH) employee under Public Works Fleet and Inventory Management Division to full time (FT) which is equally funded by Sewer, Mattawoman, and Water.
- The **Operating Costs** budget increase includes additional funding to maintain aging infrastructure, chemicals, various items for new positions, and other adjustments based on projected spending.
- The decrease in **Operating Contingency** was for one time FY2021 costs.
- The increase in **Debt Service** is for payments related to bond issues for capital projects and payments for vehicle and equipment purchases that were bank financed.
- The **Capital Outlay/Maintenance** is mainly for ongoing maintenance at the satellite sewer sites based on anticipated needs for FY2022. The increase is for an Aeration Blower System Rehab, and an Effluent Tank Rehab.
- **Capital Projects** budget is for the Sewer Pump Station Capacity Study Project.

Description:

The Sewer Division of the Department of Public Works - Utilities exists to operate and maintain all County owned sewer lines, pump stations and treatment plants in an effort to ensure a healthy environment for Charles County residents. Included are 58 pump stations, six wastewater treatment plants, and over 500 miles of sewer lines throughout the County. Facilities are monitored by staff daily everyday of the year, with radio telemetry alarm units and an emergency communication system providing for around the clock responses as needed.

The Sewer Division also includes the holding tank program (administered by the Department of Community Services) which provides for the pumping of 16 holding tanks for those who qualify, and the Sewer Division pumps these tanks on a regular basis. As is the case with the remainder of the Department, the program goal is to comply with all Federal, State, and County laws and regulations on a consistent basis and to meet or exceed all permit conditions.

Positions:	FY18	FY19	FY20	FY21	FY22
Total Full Time Equivalent	**47.5**	**50.5**	**53.8**	**56.4**	**54.7**

Water & Sewer

Department:	Public Works - Utilities		30.25.72
Division \ Program:	Mattawoman Treatment Plant	Fund:	Enterprise
Program Administrator:	Bernard Cochran, Acting Director of Public Works		

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Requested	FY2022 Adopted	$ Change FY2021	% Chg.
Personal Services	$2,210,146	$2,403,400	$2,441,400	$2,495,800	$92,400	3.8%
Fringe Benefits	803,298	904,400	926,800	928,500	24,100	2.7%
Operating Costs	6,454,971	7,641,900	7,943,300	8,050,700	408,800	5.3%
Operating Contingency	0	143,500	168,800	0	(143,500)	N\A
Debt Service	18,743	47,000	76,500	81,800	34,800	74.0%
Capital Outlay/Maintenance	0	82,000	650,000	650,000	568,000	692.7%
Total Expenditures	$9,487,158	$11,222,200	$12,206,800	$12,206,800	$984,600	8.8%
WSSC Contribution/ CPV/Panda	$1,887,189	$2,758,600	$3,146,300	$3,146,300	$387,700	14.1%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the approved salary increases and the reallocation of positions being moved under the new Capital Project Management Department. Also included is a new Equipment Maintenance Supervisor for extensive maintenance and observation of equipment at the Mattawoman Wastewater Treatment Plant and a new Regulatory Compliance Associate to assist with technical administrative needs and other duties to efficiently run various programs and task. This latter position is partially funded by the Water Division. Also included is an upgraded FTRH position to FT which is funded equally by Sewer, Mattawoman, and Water.

- The **Operating Costs** budget increase is due to an increase to CPV Reimbursement for chemicals. Additionally, funding is included to support new positions.
- **Operating Contingency** was for one time FY2021 costs.
- **Debt Service** includes payments associated with bank financing certain vehicle and equipment purchases. Also included is the cost to bank finance a sludge pump.
- **Capital Outlay/Maintenance** is to provide funds to cover unanticipated plant repairs, replace a blower at the Mattawoman Plant, and to replace all of the metal caps on the railings of the sand filters.
- **WSSC Contribution/CPV/Panda** revenues are reimbursements which are based on operation and maintenance cost. These revenues are increasing based on an increase to the CPV Reimbursement expense account for chemicals.

Description:

The Mattawoman Wastewater Treatment Plant is an advanced facility capable of treating 20 million gallons of wastewater daily. It is staffed and monitored around the clock and has phosphorous removal and sludge handling capabilities, accepting septic tank, holding tank wastes and sludge from other sources throughout the region. A sludge contract with a private vendor provides for a proactive approach to sludge management that benefits not only the user community and the agricultural community, but the environment as a whole since we are able to conserve landfill space and assist in the Chesapeake Bay restoration effort.

An Enhanced Nutrient Removal upgrade to the Plant was completed during FY 2009 as part of a Chesapeake Bay initiative. The Plant has an in-house laboratory that provides analytic services for quality control. The goal of the facility is to comply with all Federal, State, and County laws and regulations on a consistent basis and to meet or exceed all permit conditions.

Positions:	FY18 FTE	FY19 FTE	FY20 FTE	FY21 FTE	FY22 FTE
Total Full Time Equivalent	**39.4**	**37.7**	**39.1**	**40.1**	**41.4**

Water & Sewer

Department: Public Works - Utilities 30.25.76
Division \ Program: Water Fund: Enterprise
Program Administrator: Bernard Cochran, Acting Director of Public Works

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Requested	FY2022 Adopted	$ Change FY2021	% Chg.
Personal Services	$2,780,023	$3,036,300	$3,150,100	$3,218,100	$181,800	6.0%
Fringe Benefits	1,022,634	1,208,400	1,227,900	1,232,600	24,200	2.0%
Operating Costs	4,687,397	5,914,600	6,247,500	6,281,300	366,700	6.2%
Operating Contingency	0	175,500	93,900	0	(175,500)	N\A
Debt Service	2,230,442	2,386,400	2,480,400	2,480,400	94,000	3.9%
Capital Outlay/Maintenance	303,310	440,000	440,000	440,000	0	0.0%
Capital Projects	197,900	54,000	0	0	(54,000)	N\A
Total Expenditures	$11,221,706	$13,215,200	$13,639,800	$13,652,400	$437,200	3.3%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the approved salary increases and the reallocation of positions being moved under the new Capital Project Management Department. Additionally, a new Regulatory Compliance Associate was approved to assist with technical administrative needs and other duties to efficiently run various programs and task. This position is partially funded by Mattawoman Division. Also included is one upgraded FTRH position to FT that is equally funded by Water, Mattawoman, and Sewer.
- The **Operating Costs** budget increased based on current spending patterns, anticipated spending for FY2022, to provide various items for new positions, and to perform various repairs throughout the county.
- **Operating Contingency** was for one time FY2021 costs.
- **Debt Service** is for payments related to bond issues for capital projects and payments to finance vehicle and equipment purchases.
- **Capital Outlay/Maintenance** budget includes funds for ongoing maintenance for water operations.

Description:

The Water Division of the Department of Public Works - Utilities provides water service to more than 33,500 customer accounts throughout the County, striving to ensure a safe drinking water supply for all. As a result of growth throughout the County, rather than operating as one integrated system, the Division operates and maintains 19 separate community water systems, four Wastewater Treatment Plant water systems and five County park water systems.

Positions:

	FY18 FTE	FY19 FTE	FY20 FTE	FY21 FTE	FY22 FTE
Total Full Time Equivalent	**43.6**	**44.5**	**45.8**	**50.2**	**50.9**

Water & Sewer

Department:	Public Works - Utilities	Account:	30.25
Division \ Program:	Water, Sewer, Mattawoman	Fund:	Enterprise
Program Administrator:	Bernard Cochran, Acting Director of Public Works		

Positions:	**FY18**	**FY19**	**FY20**	**FY21**	**FY22**
Title	**FTE**	**FTE**	**FTE**	**FTE**	**FTE**
Director of Public Works	0.5	0.5	0.5	0.5	0.5
Deputy Director of DPW UT	0.9	0.9	0.9	0.9	0.9
Chief of Operations/Maintenance	1.0	1.0	1.0	1.0	1.0
Chief of Technical Support	1.0	1.0	1.0	1.0	0.0
Inventory & Fleet Mgmt Operations Manager	0.2	0.3	0.3	0.3	0.3
Utilities Senior Program Manager	1.0	1.0	1.0	1.0	1.0
Senior Environmental Operations Superintendent	1.0	1.0	1.0	1.0	1.0
Engineer I - III	2.0	2.0	2.0	2.0	1.0
Chief of Operations Support	1.0	1.0	1.0	1.0	1.0
SCADA System Superintendent	1.0	1.0	1.0	1.0	1.0
Environmental Operations Superintendent	3.0	3.0	3.0	3.0	3.0
Financial Support Manager	1.0	1.0	1.0	1.0	1.0
Laboratory Supervisor	1.0	1.0	1.0	1.0	1.0
Laboratory Information Management System Technician	1.0	1.0	1.0	1.0	1.0
Line Maintenance Superintendent	1.0	1.0	1.0	1.0	1.0
Utilities Senior Project Manager	0.0	0.0	0.0	0.0	1.0
Utilities Project Manager II	0.0	0.0	1.0	2.0	1.3
Systems Analyst	1.0	1.0	1.0	1.0	1.0
Network Specialist III	1.0	1.0	1.0	1.0	1.0
Wastewater Operations Supervisor II	9.0	10.0	10.0	10.0	10.0
Assistant Project Manager	2.0	2.0	2.0	2.0	1.0
Line Maintenance Supervisor	4.0	4.0	4.0	5.0	5.0
Equipment Maintenance Supervisor	3.0	3.0	3.0	3.0	4.0
Fleet Maintenance Technician III	1.0	1.0	1.0	1.0	1.0
Utilities Plan Reviewer	0.0	0.0	1.0	1.0	1.0
Pretreatment Specialist	1.0	1.0	1.0	1.0	1.0
Cross Connection Control Specialist	1.0	1.0	1.0	1.0	1.0
Laboratory Analyst I - II	3.0	3.0	3.0	3.0	3.0
Inventory Control Specialist	1.2	1.2	1.2	1.2	1.2
Management Support Specialist	1.0	1.0	1.0	1.0	1.0
SCADA System Specialist	0.0	0.0	1.0	1.0	1.0
Instrumentation Technician	8.0	9.0	9.0	9.0	9.0
Electrician I - III	2.0	1.0	1.0	1.0	1.0
Facilities Maintenance Technician III	1.0	1.0	1.0	1.0	1.0
Project Admin Specialist	1.0	1.0	1.0	1.0	0.0
Equipment Maintenance Technician II	3.0	3.0	3.0	4.0	4.0
Vehicle Equipment Technician	0.0	0.0	0.0	0.0	0.2
Fleet Maintenance Technician II	1.0	1.0	1.0	1.0	1.0
Environmental Operator / Trainee	36.0	36.0	37.0	37.0	37.0
Utilities Locator	3.0	3.0	3.0	4.0	4.0
Administrative Associate	2.0	2.0	2.0	2.0	2.0
Inventory Control Associate	0.2	0.2	0.2	0.2	0.2
Regulatory Compliance Associate	1.0	1.0	1.0	1.0	2.0
Technician - Small Engine	0.0	0.8	0.8	0.8	0.8
Fleet Maintenance Superintendent	0.0	0.3	0.3	0.3	0.3
Equipment Maintenance Technician I	7.0	7.0	8.0	8.0	8.0
Office Associate III	2.0	2.0	2.0	2.0	2.0
Facilities Maintenance Technician I	1.0	1.0	1.0	1.0	1.0
General Utility Worker	0.0	0.0	0.0	2.0	2.0
Line Maintenance Operator I-IV	18.0	18.0	20.0	23.0	23.0
Part Time I	1.4	1.4	1.4	1.4	1.4
Total Full Time Equivalent	**132.2**	**134.4**	**141.4**	**150.4**	**148.9**
Allocated to Other Funds	(1.8)	(1.8)	(2.8)	(3.8)	(2.0)
Total Full Time Equivalents W/S	**130.5**	**132.7**	**138.7**	**146.7**	**147.0**

Water & Sewer

Department: Planning and Growth Management 30.07.06
Division \ Program: Water & Sewer Administration Fund: Enterprise
Program Administrator: Deborah Carpenter, Director of Planning & Growth Management
https://www.charlescountymd.gov/government/planning-and-growth-management

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Requested	FY2022 Adopted	$ Change FY2021	% Chg.
Personal Services	$83,513	$84,400	$220,000	$224,400	$140,000	165.9%
Fringe Benefits	17,943	22,900	71,000	71,100	48,200	210.5%
Operating Costs	1,149	2,800	2,400	2,400	(400)	-14.3%
Operating Contingency	0	4,000	26,200	0	(4,000)	N\A
Total Expenditures	$102,605	$114,100	$319,600	$297,900	$183,800	161.1%
Revenues	$11,035	$5,000	$5,000	$5,000	$0	0.0%

Baseline Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** increase includes the approved salary increases. Also included is a reallocation of positions as part of a department regorganization.
- The **Operating Costs** decrease is based on current trends.
- **Operating Contingency** was for one time FY2021 costs.

Description:

The mission of the Department of Planning and Growth Management (PGM) is: "To provide the citizens of Charles County an effective and economical infrastructure through planning, design, and construction of facilities, roadways, water and wastewater systems as described in the County's Comprehensive Plan. This shall be accomplished in a timely, efficient and courteous manner with dedication and quality service in cooperation with various agencies." Supporting the mission of PGM are various policies which provide a comprehensive approach to the orderly planning and development of infrastructure within Charles County.

Using these policies, the Administration Division provides continuous evaluation of infrastructure needs and implements standards through updates to the comprehensive plan, codes, regulations, ordinances, and policies and procedures. The Division maintains high standards of personnel efficiency and expertise to develop and maintain continuous educational programs; guarantee performance is consistent with specialized obligations; promote the most efficient use of the resources for the County.

The responsibilities of the Administration Division include: budget administration; customer relations; coordination with Citizens' Liaison issues; maintenance of department's records retention policy; dedication of roads and water and sewer systems; property acquisitions; planning, preparation & coordination of auction of surplus county properties; developing policies and procedures; grants administration; personnel administration; and oversight of the Permits Office.

Positions:

Title	FY18 FTE	FY19 FTE	FY20 FTE	FY21 FTE	FY22 FTE
Director of Planning & Growth Mgmt	0.2	0.2	0.2	0.2	0.2
Deputy Director of Planning & Growth Mgmt	0.2	0.2	0.2	0.2	0.2
Chief of Administrative Operations	0.0	0.0	0.0	0.1	0.1
Project/Program Manager	0.2	0.2	0.2	0.0	0.0
Citizen Response Coordinator	0.2	0.2	0.2	0.2	0.2
Assistant Property Acquisition Officer	0.0	0.0	0.0	0.3	0.3
Assistant to the Director	0.1	0.1	0.1	0.1	0.1
Right-Of-Way Bonding Specialist	0.0	0.0	0.0	0.0	0.3
Permit Technician	0.0	0.0	0.0	0.0	0.3
Permit Specialist	0.0	0.0	0.0	0.0	1.0
Office Associate II	0.0	0.0	0.0	0.0	0.6
Part Time	0.1	0.1	0.1	0.1	0.1
Total Full Time Equivalent	**0.8**	**0.8**	**0.8**	**1.0**	**3.1**

Water & Sewer

Department: Planning and Growth Management 30.07.61
Division \ Program: Codes, Permits & Inspection Services\Codes & Permits Fund: Enterprise
Program Administrator: Ray Shumaker, Chief of Codes, Permits & Inspection Services
https://www.charlescountymd.gov/government/planning-and-growth-management/online-permitting

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Requested	FY2022 Adopted	$ Change FY2021	% Chg.
Personal Services	$254,070	$244,800	$149,100	$152,900	($91,900)	-37.5%
Fringe Benefits	80,439	76,900	40,700	41,000	(35,900)	-46.7%
Operating Costs	2,537	6,200	6,000	6,000	(200)	-3.2%
Operating Contingency	0	15,500	5,600	0	(15,500)	N\A
Total Expenditures	$337,046	$343,400	$201,400	$199,900	($142,000)	-41.8%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** decrease includes the approved salary increases which is being offset by the reallocation of positions as part of a department regorganization.
- **Operating Cost** decrease is based on current spending patterns. Included is funds for Engineers to keep up with certifications.
- **Operating Contingency** was for one time FY2021 costs.

Description:

The Codes, Permits and Inspection Services Division administers the regulatory aspect of both review and inspection. The division is divided into two program areas: engineering, and inspection and enforcement.

The engineering program area is responsible for the development and implementation of County Ordinances, Codes, Specifications, and Details relating to stormwater management, stormwater conveyance facilities, water and sewer facilities, roads, grading and sediment control. The program area also provides for the plan review of residential and commercial building permits and capital improvement infrastructure projects. Additionally, they process, review and issue infrastructure projects and assist in reviewing preliminary subdivision plans, site development plans, and record plats.

The inspection and enforcement program area is comprised of three groups: infrastructure, building and trades, and stormwater management maintenance. Staff provide inspections for issued permits and plans, enforce County codes, investigate complaints related to the international building codes, stormwater management, stormwater conveyance facilities, water and sewer facilities, roads, and grading and sediment control. Additionally, staff performs triennial inspection of existing stormwater management devices for compliance with performance specifications, legal agreements, and Maryland and/or Federal law. Inspection staff also investigates complaints pertaining to existing stormwater management devices and illicit discharge.

Positions:

Title	FY18 FTE	FY19 FTE	FY20 FTE	FY21 FTE	FY22 FTE
Chief of CPIS	0.1	0.1	0.1	0.1	0.1
Engineer I / II / III / IV	1.0	1.0	1.0	1.0	1.0
Building Code Official	0.1	0.1	0.1	0.1	0.1
Assistant to the Chief of CPIS	0.1	0.1	0.1	0.0	0.0
Administrative Associate	0.0	0.0	0.0	0.1	0.1
Right of Way and Bonding Specialist	0.3	0.3	0.3	0.3	0.0
Permits Specialist	1.0	1.5	1.5	1.5	0.5
PGM Support Specialist	0.5	0.0	0.0	0.0	0.0
Office Associate II	0.6	0.6	0.6	0.6	0.0
Total Full Time Equivalent	**3.7**	**3.7**	**3.7**	**3.7**	**1.8**

Water & Sewer

Department: Planning and Growth Management 30.07.19
Division \ Program: Planning Fund: Enterprise
Program Administrator: Jim Campbell, Planning Director
https://www.charlescountymd.gov/government/planning-and-growth-management

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Requested	FY2022 Adopted	$ Change FY2021	% Chg.
Personal Services	$164,183	$189,900	$243,400	$248,800	$58,900	28.2%
Fringe Benefits	53,553	89,500	89,800	90,100	600	0.3%
Operating Costs	98,400	201,300	294,400	294,400	93,100	46.2%
Operating Contingency	0	13,900	7,700	0	(13,900)	-44.6%
Total Expenditures	$316,136	$494,600	$635,300	$633,300	$138,700	28.4%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** increase includes the approved salary increases and a reduction in the amount of salaries being allocated to the water and sewer capital improvement projects.
- The **Operating Costs** budget increase is to support the Sewer and Water Model Projects, various certifications and trainings for engineers, and other adjustments based on current spending patterns.
- **Operating Contingency** was for one time FY2021 costs.

Description:

The Planning Division administers the County programs related to Comprehensive Planning, Zoning Regulation, and Infrastructure Planning. The services provided by the Planning Division include four major program areas: Long-range & Preservation Planning, Development Review, Zoning Administration, and Infrastructure Planning and Analysis.

Long-range & Preservation Planning develops and administers the County Comprehensive Plan and Small Area Plans, facilitates the Agricultural and Land Preservation programs, and provides oversight of the Watershed Improvement Plan and associated environmental enhancement programs. This specialized team also administers the Cultural Resource, Historic and Archeological Preservation Programs, and leads the coordination effort with our local Military Base installations to prevent incompatible land use encroachment.

The Zoning Administration group provides direction over the core zoning regulations with regard to commercial, industrial and residential development in the un-incorporated areas of the County. This includes approval of permissible uses by zone, development setbacks and landscape buffers, height restrictions, parking, site design and architectural review code, and other related development regulations. In addition, this team administers the Record Plat process, the Site Development Plan process, and the Variance and Special Exception processes with the Board of Zoning Appeals.

Development review includes the review, processing and approval of small and large-scale development within the County. More specifically, this team evaluates preliminary subdivision plans, major subdivision record plats, forest conservation plans, and adequate public facility regulations. This also includes coordination with State and county agencies on each application. They process development requests and develop staff reports that are presented to the County Planning Commission for approval.

Finally, the Engineering and Infrastructure Planning team is responsible for planning, coordination, and management of public infrastructure and local drinking water resources. Infrastructure management includes public water and sewer, public transportation facilities, and the administration of the County's mapping services. Resource management includes the oversight and allocation of capacity for potable water supply, wastewater treatment capacities, and associated planning activities. This group provides the administration of the County petition process, drafting and facilitation of the solid waste & water /sewer plans, and coordination with Federal, State, & local resource agencies.

Positions:

Title	FY18 FTE	FY19 FTE	FY20 FTE	FY21 FTE	FY22 FTE
Planning Director	0.3	0.3	0.3	0.3	0.3
Assistant Chief of Planning	0.2	0.2	0.2	0.1	0.1
Engineering Supervisor	1.0	1.0	1.0	1.0	1.0
Engineer II	0.8	0.8	0.8	1.0	1.0
GIS Analyst	0.4	0.4	0.4	0.3	0.3
Planner I - III	0.4	0.4	0.4	0.4	0.4
Administrative Associate	0.0	0.0	0.0	0.3	0.3
Part Time	0.3	0.3	0.3	0.3	0.3
Total Full Time Equivalent	**3.3**	**3.3**	**3.3**	**3.7**	**3.7**
Allocated to the Capital Project Fund	(1.0)	(1.0)	(1.0)	(1.0)	0.0
Net Cost to the Water & Sewer Fund	**2.3**	**2.3**	**2.3**	**2.7**	**3.7**

Water & Sewer

Department: Fiscal & Administrative Services 30.04.60
Division \ Program: Billing Fund: Enterprise
Program Administrator: Bill DeAtley, Chief of Accounting
Mailing Address: P.O. Box 1630, La Plata, MD 20646
Physical Address: 200 Baltimore St., La Plata, MD 20646 301-645-0624 301-870-2542
www.charlescountymd.gov/fas/wsbilling/water-and-sewer-billing 8:00 a.m.-4:30 p.m. M-F

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Requested	FY2022 Adopted	$ Change FY2021	% Chg.
Personal Services	$459,998	$494,500	$526,500	$536,400	$41,900	8.5%
Fringe Benefits	126,153	150,000	154,300	154,500	4,500	3.0%
Operating Costs	193,076	213,700	516,900	516,900	303,200	141.9%
Operating Contingency	0	41,300	14,500	4,400	(36,900)	-89.3%
Debt Service	7,447	8,000	8,000	8,000	0	0.0%
Total Expenditures	$786,674	$907,500	$1,220,200	$1,220,200	$312,700	34.5%
Total Revenues	$867,903	$907,500	$1,220,200	$1,220,200	$312,700	34.5%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the approved salary increases. Included are funds for a new part time Utility Billing Specialist to help maintain adequate customer service.
- The **Operating Costs** budget increase is to support the new part time position, as well as funding to support absorbing credit card fees associated with customers paying their bill on-line. In past fiscal years, the customer was responsible for paying these fees.
- **Operating Contingency** is to cover potential revenue shorfalls and/or expenditure overruns.
- The **Debt Service** budget is to cover the issuance of bonds for the Treasury Office Area Renovation.

Description:

The Billing Division is responsible for customer billing on a quarterly basis, assessing penalties on delinquent accounts, and termination of service, if so warranted. Customer service and assistance are top priorities for the division. Customer bills are created by the electronic transfer of meter readings from handheld units and laptops to a data base that is used to calculate water and sewer invoices based on water consumption.

Positions: Title	FY18 FTE	FY19 FTE	FY20 FTE	FY21 FTE	FY22 FTE
Chief of Accounting	0.3	0.3	0.3	0.3	0.3
Water/Sewer Billing Manager	1.0	1.0	1.0	1.0	1.0
Assistant Water/Sewer Billing Manager	1.0	1.0	1.0	1.0	1.0
Utilities Billing Specialist	6.0	6.0	7.0	7.0	7.0
Part Time	0.0	0.7	0.0	0.0	0.7
Total Full Time Equivalent	**8.3**	**8.9**	**9.3**	**9.3**	**9.9**

Water & Sewer

Departments: Public Works - Utilities 30.25.60
Division \ Program: Meters Fund: Enterprise
Program Administrator: Bernard Cochran, Acting Director of Public Works

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Requested	FY2022 Adopted	$ Change FY2021	% Chg.
Personal Services	$389,742	$414,800	$417,000	$424,100	$2,200	0.5%
Fringe Benefits	158,675	149,100	140,300	140,300	(8,800)	-5.9%
Operating Costs	97,340	128,900	128,900	128,900	0	0.0%
Operating Contingency	0	21,300	11,200	4,100	(10,100)	-47.4%
Debt Service	249,802	240,800	247,000	247,000	6,200	2.6%
Capital Outlay	36,740	0	0	0	0	N\A
Total Expenditures	$932,299	$954,900	$944,400	$944,400	($10,500)	-1.1%
Total Revenues	$1,150,476	$954,900	$944,400	$944,400	($10,500)	-1.1%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes funding for approved salary increases.
- **Operating Contingency** is to cover potential revenue shorfalls and/or expenditure overruns.
- Included in **Debt Service** are funds to cover the Meter Replacement Lease and payments to bank finance vehicles and equipment.

Description:

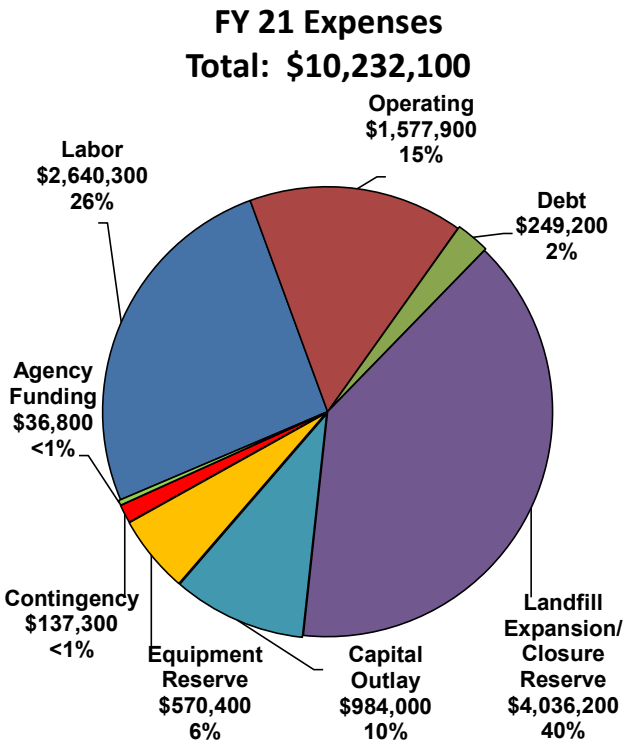
The Meter Division is responsible for installing, repairing, replacing, and reading meters for water and sewer billing purposes. Meter readings are transferred from hand-held units to a data base that is used by the Billing Division to invoice customers quarterly based on consumption. Prompt, accurate readings and great customer service are top priorities for the Division.

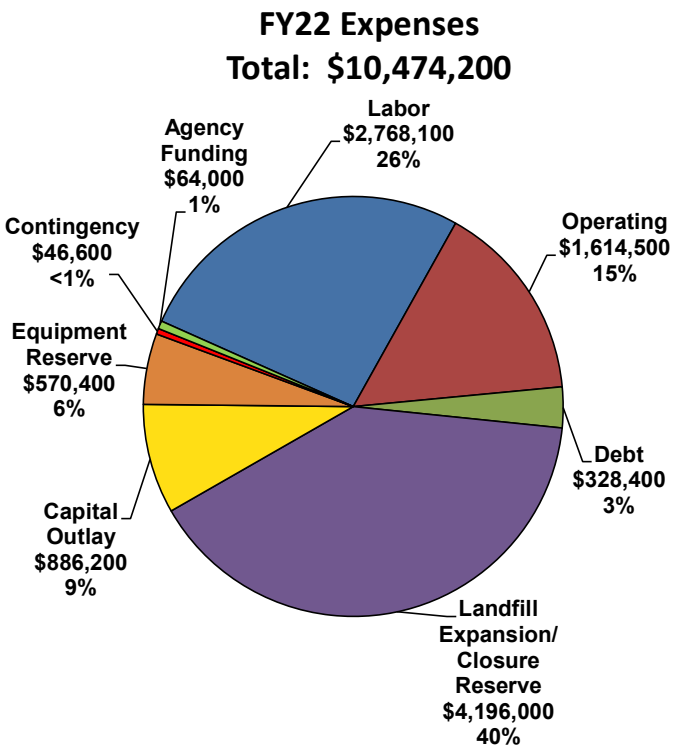
Positions:	FY18	FY19	FY20	FY21	FY22
Title	FTE	FTE	FTE	FTE	FTE
Deputy Director of DPW UT	0.1	0.1	0.1	0.1	0.1
Meter Superintendent	1.0	1.0	1.0	1.0	1.0
Meter Technicians	6.0	6.0	6.0	6.0	6.0
Total Full Time Equivalent	**7.1**	**7.1**	**7.1**	**7.1**	**7.1**

Solid Waste Fund

Bernard Cochran, Acting Director of Public Works
Mailing Address: 1001 Radio Station Rd., La Plata, MD 20646

St. Charles Landfill
Physical Address: 12305 Billingsley Rd., Waldorf, MD 20602 Scalehouse & Landfill 7:30 a.m.-4:00 p.m. M-SA;
301-932-9038 301-870-5481 Recycling Center 7:30 a.m.-5:00 p.m. M-SA
https://www.charlescountymd.gov/services/environmental-resources/landfill





Solid Waste Fees:

Solid Waste Tipping Fee	$81.00 *per ton*
Flat Rate Tipping Fee:	
Cars, Vans, SUVs	$5.00 *per vehicle*
Pick-up Trucks w/out Trailers	$15.00 *per truck*
Vehicles w/Trailers, Rented Trucks, Commercial	$81/ton / $15 *min charge*
Tag-a-Bag	$2.25 *per bag*
Contaminated Soil for Commercial Generators	$81.00 *per ton*
Open Top Roll-Off Container	$88.00 *per ton*

Objectives & Measurements:	**FY18 Actual**	**FY19 Actual**	**FY20 Actual**	**FY21 Projected**	**FY22 Estimated**
Objective: To monitor revenues to ensure compliance with the landfill's long-term financial assurance model.					
Billable Landfill tons received	98,581	111,057	108,317	114,445	113,000
Fee per ton	$75	$75	$75	$78	$81
• Achieves Commissioners 2019-2021 Goals and Objectives: Goal 2: Institutional Governance & Policy, Public Policy.					
Objective: To maintain high compaction density and continued utilization of alternative daily cover material to conserve airspace.					
Total Tons	102,152	114,669	111,368	115,600	120,000
• Achieves Commissioners 2019-2021 Goals and Objectives: Goal 3: Environment, Natural Resource Management					
Number of Patrons	94,430	97,479	86,244	89,000	92,000

Solid Waste

Department: Public Works - Facilities 27.05.38
Division \ Program: Landfill Fund: Enterprise
Program Administrator: Frances Sherman, Chief of Environmental Resources
https://www.charlescountymd.gov/services/environmental-resources/landfill

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Personal Services	$1,705,997	$1,972,800	$2,036,800	$2,091,900	$119,100	6.0%
Fringe Benefits	602,606	667,500	675,400	676,200	8,700	1.3%
Operating Costs	1,174,929	1,577,900	1,614,500	1,614,500	36,600	2.3%
Debt Service	157,954	249,200	328,400	328,400	79,200	31.8%
Agency Funding	32,700	36,800	64,000	64,000	27,200	73.9%
Operating Contingency	0	137,300	102,500	46,600	(90,700)	-66.1%
Landfill Expansion/Closure	3,674,100	4,036,200	4,196,000	4,196,000	159,800	4.0%
Capital Outlay	1,011,813	984,000	886,200	886,200	(97,800)	-9.9%
Equipment/Tech Reserve	570,400	570,400	570,400	570,400	0	0.0%
Total Expenditures	$8,930,498	$10,232,100	$10,474,200	$10,474,200	$242,100	2.4%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** increase includes the full year impact of FY2021 new positions, as well as approved salary increases.
- The **Operating Costs** increase is to support projected spending for FY2022.
- **Debt Service** includes debt payments related to the Landfill's Capital Improvement Program, and funding to bank finance the replacement of various vehicles and equipment, a new excavator and a new zero turn mower.
- **Operating Contingency** is to cover any revenue shortfalls and/or expenditure overages.
- The **Landfill Expansion/Closure** budget funds the future development of the remaining space at the Landfill.
- The **Capital Outlay** budget is to replace various equipment and vehicles and the purchase of a new wooden deck dual axle trailer.

Description:

The Charles County Sanitary Landfill is a modern composite lined landfill opened in July 1994. Located on Billingsley Road East, it features a citizen's recycling-disposal center, a vehicle/equipment maintenance facility, and leachate collection center. The Landfill was designed to accommodate 800 lbs. of refuse per cubic yard, with a 12 year, 8 month life. Due to the higher goal of a compaction rate of at least 1,200 lbs. per cubic yard, and the use of alternative daily cover material, the landfill is currently estimated to last until 2028 due to the utilization of a transfer facility which will allow for disposal options outside of the County's jurisdiction.

Solid Waste

Department: Public Works - Facilities 27.05.38
Division \ Program: Landfill Fund: Enterprise
Program Administrator: Frances Sherman, Chief of Environmental Resources
https://www.charlescountymd.gov/services/environmental-resources/landfill

Positions:	**FY18**	**FY19**	**FY20**	**FY21**	**FY22**
Title	**FTE**	**FTE**	**FTE**	**FTE**	**FTE**
Director of Public Works	0.1	0.1	0.1	0.1	0.1
Deputy Director of Public Works - Facilities	0.2	0.2	0.2	0.2	0.2
Chief of Environmental Resources	0.8	0.8	0.8	0.8	0.8
DPW Project and Program Manager	0.2	0.2	0.2	0.2	0.2
Scale House Manager	1.0	1.0	1.0	1.0	1.0
Landfill and Recycling Operations Manager	1.0	1.0	1.0	1.0	1.0
Environmental Resources Vehicle and Equipment Technician Team Leader	1.0	1.0	1.0	1.0	1.0
Environmental Resources Vehicle and Equipment Technician	2.0	2.0	2.0	2.0	2.0
Small Engine Technician	1.0	1.0	1.0	1.0	1.0
Management Support Specialist	0.2	0.2	0.2	0.2	0.2
Administrative Associate	1.2	1.2	1.2	1.2	1.2
Assistant Scale House Manager	1.0	1.0	1.0	1.0	1.0
Landfill Equipment Operator Team Leader	2.0	2.0	2.0	2.0	2.0
Landfill Equipment Operator II - IV	7.0	7.0	7.0	7.0	7.0
Weigh Clerk	2.0	4.0	5.0	5.0	5.0
Environmental Resources Inventory Equipment Manager	0.0	0.0	0.0	1.0	1.0
Office Associate II	0.0	0.0	1.0	1.0	1.0
Landfill Technician Team Leader	1.0	1.0	1.0	0.5	0.5
Recycling Site Attendant Team Leader	0.0	0.0	0.0	0.5	0.5
Landfill Technician	7.0	7.0	8.0	5.0	5.0
Recycling Site Attendant	0.0	0.0	0.0	5.0	5.0
Part Time Positions	4.8	3.2	3.2	3.2	3.2
Total Full Time Equivalent	**33.5**	**33.9**	**36.9**	**39.9**	**39.9**

Environmental Service Fund

Bernard Cochran, Acting Director of Public Works

Mailing Address: 1001 Radio Station Rd., La Plata, MD 20646

Physical Address: 10430 Audie La., La Plata, MD 20646

https://www.charlescountymd.gov/services/environmental-resources

Deborah Carpenter, Director of Planning & Growth Mgmnt

Address: 200 Baltimore Street, La Plata, MD 20646

https://www.charlescountymd.gov/government/planning-and-growth-management

Recycling & Litter Control

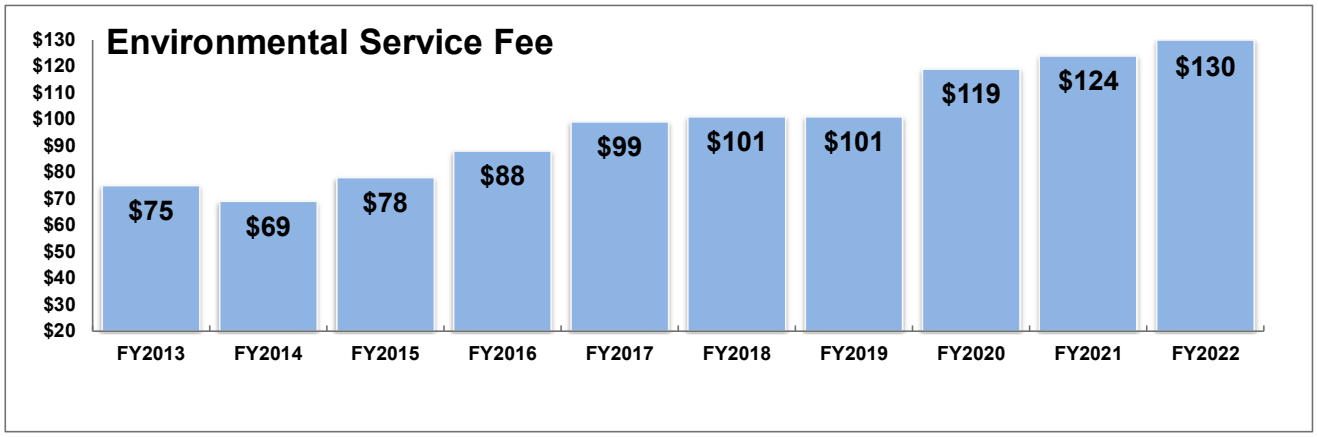
301-932-3599 301-870-2778

7:30 a.m.-5:00 p.m. M-Sat. Landfill & Pisgah and M, W, Sat. at Breeze Farm & Gilbert Run

Various Environmental Programs

301-645-0627 301-870-3935

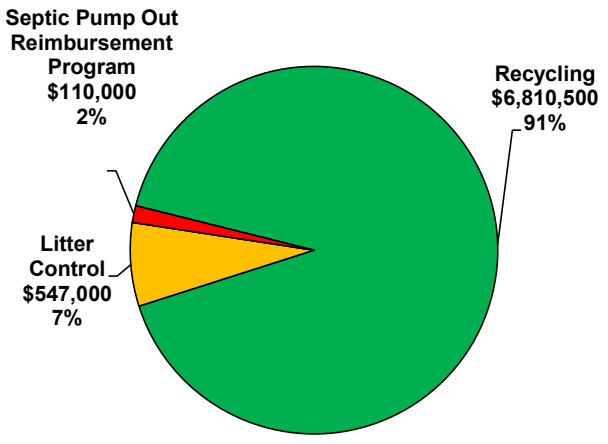
8:00 a.m.-4:30 p.m. M-F



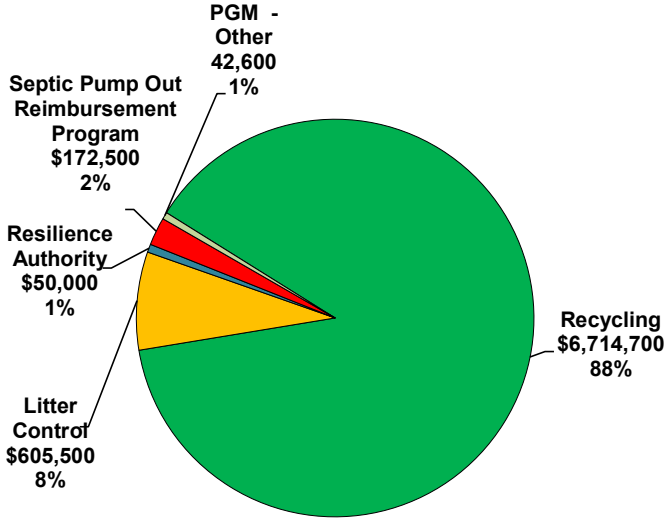
NOTE: The Environmental Service Fee (ESF) is charged annually to each improved property within the County. Improved property is land with one or more structures on it. The current revenue is used to support Recycling and Litter Control programs and to fund dwelling unit septic improvements. Prior to FY2014 this revenue also supported the National Pollutant Discharge Elimination System Permit (NPDES)/Stormwater Management program.

Through the years, the County has raised the ESF fee to expand coverage as needed and to cover other expenditure increases, such as stormwater management. The FY2014 fee was adjusted because stormwater costs were moved to a new Watershed Restoration and Protection fund to meet State Law (2012 Session - HB 987). The FY2022 fee increase covers the increased house count and cost per home for Curbside Collection and Curbside Yard Waste, an increased Materials Recovery Facility Cost, the cost of additional blue recycling carts, and open top dumpsters. The towns of Indian Head and La Plata each have their own recycling program exempting them from part of the fee. Their property owners pay a reduced FY2022 ESF fee of $20, which increased from the FY2021 rate of $19.

FY2021
Total: $7,467,500



FY2022
Total: $7,585,300



Objectives and Measurements

Objectives & Measurements:	FY18 Actual	FY19 Actual	FY20 Actual	FY21 Projected	FY22 Estimated
Objective: Divert recyclables from the waste stream and exceed the State's mandated recycling rate of 35%.					
Recycling tons	22,142	20,166	21,046	24,000	24,200
Recycling rate (State Mandate = 35%)	CY 52.00%	CY 48.00%	CY 44.68%	CY 47.00%	CY 48.00%

• Achieves Commissioners 2019-2021 Goals and Objectives: Goal 3: Environment, Natural Resource Management

Objective: Provide excellent customer service to the residents of Charles County.					
# of complaints	163	208	198	150	160
% of complaints resolved	100%	100%	100%	100%	100%
Average time to resolve	24-48 hours	24-48 hours	24-48 hours	24-48 hours	24-48 hours

• Achieves Commissioners 2019-2021 Goals and Objectives: Goal 2: Institutional Governance & Policy, Operational Excellence

Curbside Collection

Objective: Continue expansion of the curbside collection program into the growth areas.					
Curbside collection tons	7,866	8,653	10,980	10,000	10,000
# of homes	45,910	46,444	47,636	48,700	49,500
% of homes in program	86.6%	86.0%	86.6%	87.0%	86.8%
tons per home	0.1713	0.1863	0.2305	0.2053	0.2020
# of complaints	949	1,485	1,587	1,300	1,300
# of carts distributed	1,330	1,658	1,441	1,500	1,500

• Achieves Commissioners 2019-2021 Goals and Objectives: Goal 3: Environment, Natural Resource Management

Recycling Centers

Objective: Provide comprehensive recycling programs to the residents of Charles County.					
Number of Patrons:					
Breeze Farm	17,285	16,888	15,082	16,000	16,500
Gilbert Run	14,147	13,787	10,751	12,000	13,500
Landfill	44,129	45,147	39,409	42,000	44,000
Pisgah	36,809	34,508	29,739	31,000	32,000
Total Patrons	112,370	110,330	94,981	101,000	106,000

• Achieves Commissioners 2019-2021 Goals and Objectives: Goal 3: Environment, Environmental Management

Mulch Facility

Objective: To recycle all yard waste in order to keep it out of Landfill's waste stream.					
Yard Waste Tonnage	8,973	7,009	7,430	7,500	8,000
Number of Patrons	21,434	20,073	17,895	19,500	20,000
Household hazardous waste (tons)	23	25	29	29	30
Mulch given away (tons)	3,590	3,236	1,478	2,000	3,000
Used Oil Collected (gallons)	43,400	39,414	32,495	35,000	36,000

• Achieves Commissioners 2019-2021 Goals and Objectives: Goal 3: Environment, Natural Resource Management

Septic Pump-Out and Septic Riser Program

Objective: To encourage Charles County residents to pump out their septic systems every three to five years to assist the County in obtaining credit for its Watershed Implementation Plan.					
# of septic tank pump-outs reimbursed	760	874	918	1,238	2,254
# of septic riser installations reimbursed	N/A	39	142	209	450

• Achieves Commissioners 2019-2021 Goals and Objectives: Goal 3: Environment, Natural Resource Management

Environmental Services

Department: Public Works - Facilities 35.05
Division \ Program: Recycling & Litter Control Fund: Enterprise
Program Administrator: Frances Sherman, Chief of Environmental Resources

https://www.charlescountymd.gov/services/environmental-resources/recycling-centers-drop-off-facilities
https://www.charlescountymd.gov/services/environmental-resources/litter-control

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Requested	FY2022 Adopted	$ Change from FY2021	% Chg.
Personal Services	$1,024,468	$1,216,400	$1,264,000	$1,294,100	$77,700	6.4%
Fringe Benefits	300,360	340,500	369,700	370,200	29,700	8.7%
Operating Costs	4,417,493	4,655,300	4,856,900	4,867,300	212,000	4.6%
Debt Service	202,544	167,100	127,000	127,000	(40,100)	-24.0%
Operating Contingency	0	68,200	64,200	23,200	(45,000)	-66.0%
Capital Outlay	595,578	770,000	490,000	490,000	(280,000)	-36.4%
Agency Funding	16,900	19,000	27,400	27,400	8,400	44.2%
Equipment Reserve	121,000	121,000	121,000	121,000	0	0.0%
Total Expenditures	$6,678,343	$7,357,500	$7,320,200	$7,320,200	($37,300)	-0.5%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** increase includes the approved salary increase, as well as the full year impact of new positions approved during the FY2021 budget adoption process.
- **Operating Costs** increase is to cover the current house count increase for curbside collection, to accommodate the contract modification for contractor roads to be serviced, and other anticipated spending needs for FY2022.
- **Debt Service** decrease is due to the expiration of bank financing for recycling carts and other equipment. Also included is funding to bank finance new equipment in FY2022 which includes a stake body truck, wheel loader and recycling carts.
- **Operating Contingency** is to cover revenue shortfalls and/or expenditure overruns.
- The FY2022 **Capital Outlay** budget is for the replacement of a stake body truck, and a wheel loader. The decrease is based on one time funding for FY2021 equipment purchases. Includes funding to purchase additional recycling carts.
- **Agency Funding** includes the fund's share of Other Post Employment Benefits (OPEB).
- The **Equipment Reserve** budget is to replace future equipment.

Description:

The Recycling Division provides comprehensive recycling services to the residents of Charles County and has achieved a 45% recycling rate and a 5% source reduction credit equaling a total waste diversion rate of 50%. By the end of FY2022 approximately 49,500 households will be served by curbside collection of recyclable materials with the remaining residents being served by four permanent recycling centers located at Gilbert Run Park in Dentsville, Breeze Farm in Cobb Island, the Landfill in Waldorf, and Pisgah Park in Pisgah. There are also three unmanned used motor oil and antifreeze drop off locations.

The Division markets and transports most of the materials collected. The Recycling Division also administers: a mulching facility, the Household Hazardous Waste Program, Litter Control, and the Potomac River Clean-up. The Household Hazardous Waste Program, held at the Department of Public Works - La Plata office, allows residents to properly dispose of poisons, gas, paint, and chemicals. The Litter Control Program assists in keeping County roads litter free and also helps in cleaning up illegal dump sites.

Environmental Services

Department:	Public Works - Facilities		35.05
Division \ Program:	Recycling & Litter Control	Fund:	Enterprise
Program Administrator:	Frances Sherman, Chief of Environmental Resources		

https://www.charlescountymd.gov/services/environmental-resources/recycling-centers-drop-off-facilities
https://www.charlescountymd.gov/services/environmental-resources/litter-control

Positions:	**FY18**	**FY19**	**FY20**	**FY21**	**FY22**
Title	**FTE**	**FTE**	**FTE**	**FTE**	**FTE**
Director of Public Works	0.1	0.1	0.1	0.1	0.1
Deputy Dir. of Public Works - Facilities	0.2	0.2	0.2	0.2	0.2
Chief of Environmental Resources	0.2	0.2	0.2	0.2	0.2
Inventory Program Manager	0.1	0.1	0.1	0.1	0.1
DPW Project and Program Manager	0.2	0.2	0.2	0.2	0.2
Recycling and Litter Control Superintendent	1.0	1.0	1.0	1.0	1.0
Landfill and Recycling Operations Manager	1.0	1.0	1.0	1.0	1.0
Recycling Contract Field Manager	1.0	1.0	1.0	1.0	1.0
Recycling Contract Manager	1.0	1.0	1.0	1.0	1.0
Inventory Specialist	0.1	0.1	0.1	0.1	0.1
Equipment Operator Team Leader	0.0	0.0	0.0	1.0	1.0
Management Support Specialist	0.2	0.2	0.2	0.2	0.2
Equipment Operator IV	2.0	2.0	2.0	2.0	2.0
Litter Control Supervisor	3.0	3.0	3.0	3.0	3.0
Administrative Associate	0.1	0.1	0.1	0.1	0.1
Inventory Control Associate	0.1	0.1	0.0	0.0	0.0
Recycling Site Attendant Team Leader	1.0	1.0	1.0	1.0	1.0
Recycling Specialist	0.0	0.0	0.0	1.0	1.0
Recycling Site Attendant	3.0	3.0	3.0	3.0	3.0
Part Time Positions	14.9	14.9	14.9	14.0	14.0
Total Full Time Equivalent	**28.9**	**28.9**	**28.9**	**30.0**	**30.0**

Environmental Services

Department: Planning and Growth Management 35.07
Division \ Program: Various Environmental Programs Fund: Enterprise
Program Administrator: Deborah Carpenter, Director of Planning & Growth Management

https://www.charlescountymd.gov/government/planning-and-growth-management/septic-system-reimbursement-programs

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Requested	FY2022 Adopted	$ Change from FY2021	% Chg.
Personal Services	$0	$0	$39,800	$40,200	$40,200	NEW
Fringe Benefits	0	0	17,000	17,000	17,000	NEW
Operating Costs	123,289	110,000	157,800	157,900	47,900	43.5%
Operating Contingency	0	0	500	0	0	N/A
Total Expenditures	$123,289	$110,000	$215,100	$215,100	$105,100	95.5%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes approved salary increases, and the reallocation of a Planner II from the Watershed Protection and Restoration Fund to the ESF fund. Also included is funding to support a new Climate Resilience and Sustainability Officer position which is partially funded by the Watershed Protection and Restoration Fund. This position will provide coordination on all planning matters concerning climate change.
- The increase in **Operating Cost** is to cover increased costs of the County's Septic Pump-Out & Septic Riser Program, as well as various items for the new position.

  - The Septic Pump-out Reimbursement Program has been revised to a flat $100 reimbursement per approved pump-out application starting Thursday, July 1. The new rate will allow the County to meet the increasing demand of applications and allow more septic system owners to participate.

Positions:	FY18	FY19	FY20	FY21	FY22
Title	FTE	FTE	FTE	FTE	FTE
Planner II	0.0	0.0	0.0	0.0	0.3
Climate Resilience and Sustainability Officer	0.0	0.0	0.0	0.0	0.5
Total Full Time Equivalent	**0.0**	**0.0**	**0.0**	**0.0**	**0.8**

Department: Capital Project Management 35.40
Division \ Program: Capital Project Management Fund: Enterprise
Program Administrator: Vacant, Director of Capital Project Management

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Requested	FY2022 Adopted	$ Change from FY2021	% Chg.
Transfers Out	$0	$0	$48,100	$48,100	$48,100	NEW
Debt Service	0	0	1,900	1,900	1,900	NEW
Total Expenditures	$0	$0	$50,000	$50,000	$50,000	NEW

Changes and Useful Information:

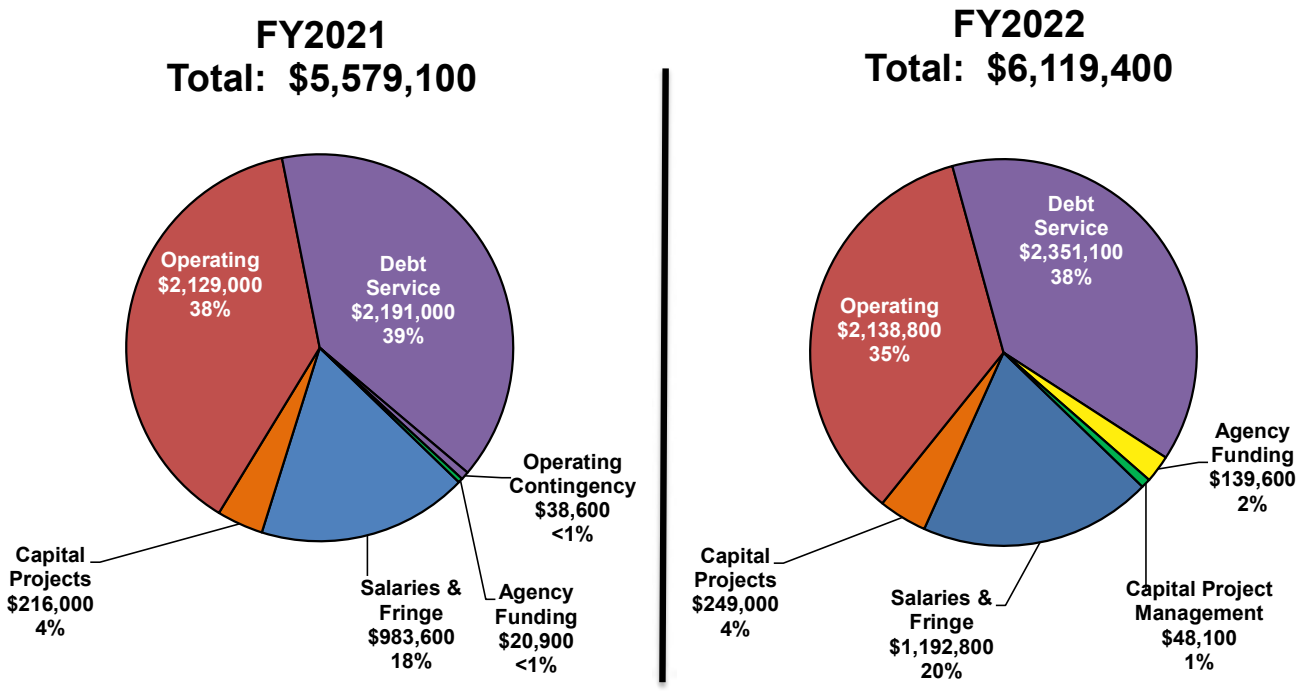
- The **Transfers Out** includes the funds to support the new Resilience Authority that will be used to support capital projects that can not be debt financed.
- **Debt Service** includes funding to bank finance a vehicle for the Director of Capital Project Management. Costs for this are split equally with the Watershed Protection and Restoration Fund.

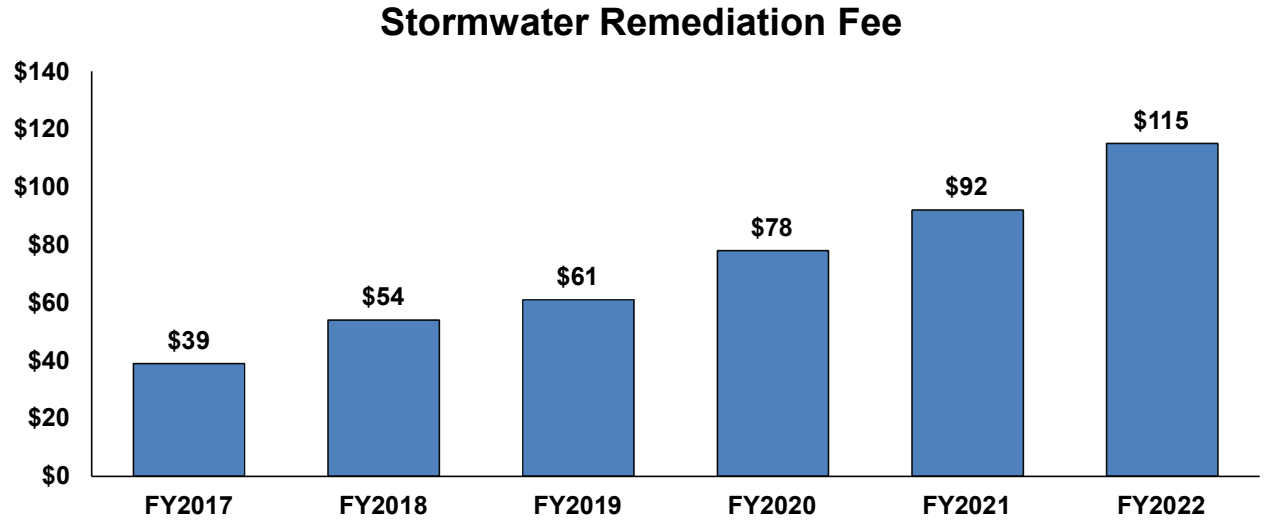
Watershed Protection and Restoration Fund

Deborah Carpenter, Director of Planning & Growth Management 301-645-0627 301-870-3935
Address: 200 Baltimore St., La Plata, MD 20646 8:00 a.m.-4:30 p.m. M-F

https://www.charlescountymd.gov/services/roads

The County's Watershed Protection and Restoration Fund is for the implementation of local stormwater management plans and practices, and stream and wetland restoration activities. The fund covers related planning, mapping, monitoring, inspections, enforcement, operations and maintenance, public education and outreach, grants to non-profits, administrative costs, and debt service payments to cover the cost of capital improvements. Revenues to the fund are generated primarily by the Stormwater Remediation Fee, which is charged annually to each improved property within the County and accounts for the majority of the operating revenues. The Stormwater Remediation fee was increased to $115 per improved property in FY2022. The fee is established annually based on the estimated cost of various programs divided by the number of improved properties. Since Town of Indian Head and La Plata have their own stormwater fee for similar purposes, property owners within these town limits are not charged the county fee.





Objectives & Measurements

Objectives & Measurements:	**FY18 Actual**	**FY19 Actual**	**FY20 Actual**	**FY21 Projected**	**FY22 Estimated**
Planning Objective: to maintain compliance with the County's Municipal National Pollutant Discharge Elimination System (NPDES) stormwater permit's, Assessments of Controls and Special Programmatic tasks, coordinate NPDES stormwater permit requirements between departments and divisions, and manage program requirements.					
a) Illicit Discharge Detection and Elimination Inspection & Upland Visual Surveys	103 outfalls	101 outfalls	101 outfalls 427 surveys	100 outfalls 200 surveys	100 outfalls 200 surveys
b) Property Maintenance & Management Inspection - # of sites	3	3	3	3	3
c) Watershed Assessment/Total Maximum Daily Load Planning - # of assessments/plans	7	1	2	2	1
d) Small Watershed Water Quality Monitoring (Chemical, Biological, Geomorphic, Best Management Practice Assess) - # of samples/surveys	20	20	18	18	18
e) Large Watershed Water Quality Monitoring (Chemicals) - # of samples	23	20	25	20	20
f) Public Outreach and Education Program - # of events	9	6	4	6	9
g) Public Service Announcements - # TV, Radio, Social Media Spots	17,129	16,139	9,716	16,000	20,000
h) WPRP Appeal, Credit, and Hardship Processing					
Property owners receiving a 50% Credit.	115	114	107	110	95
Property owners receiving a 100% Exemption.	2	2	2	2	2
i) Grants - # awarded	3	0	3	3	2

• Achieves Commissioners 2019-2021 Goals and Objectives: Goal 3: Environment, Natural Resource and Environmental Management

Planning Objective: to maintain compliance with the County's Municipal National Pollutant Discharge Elimination System (NPDES) stormwater permit's, Source Identification task.

NPDES Stormwater Best Management Practices (BMPs) GIS Infrastructure Mapping	728 plans	0 plansets	69 Macro BMPs 445 Micro BMPs	20 Macro BMPs 500 Micro BMPs	20 Macro BMPs 500 Micro BMPs

• Achieves Commissioners 2019-2021 Goals and Objectives: Goal 3: Environment, Natural Resource and Environmental Management

CPIS Objective: Stormwater Maintenance laws mandates that the County inspect all public and private stormwater management structures in three year intervals to ensure their proper use.

Stormwater management maintenance inspections (Macro BMPs)	1,061	1,531	1,064	1,300	1,300

• Achieves Commissioners 2019-2021 Goals and Objectives: Goal 3: Environment, Environmental Management

Roads Objective: To reduce pollution in the Chesapeake Bay Watershed.

Number of storm water basins/inlets inspected	6,800	4,872	4,914	4,500	5,000
Number of storm water basins/inlets cleaned	82	51	69	90	75
Number of storm water basins/inlets repaired	68	58	53	50	50
Tons of trash/debris removed from basins/inlets	29.5	114.3	155.4	35.0	125.0
Number of storm water management ponds cleaned/repaired	302	335	360	300	350
Tons of trash/debris removed by street sweeping	252.0	142.8	174.0	200.0	200.0

• Achieves Commissioners 2019-2021 Goals and Objectives: Goal 3: Environment, Environmental Management

Watershed Protection and Restoration Fund

Department: Planning and Growth Management 50.07.19
Division \ Program: Planning Fund: Enterprise
Program Administrator: Jim Campbell, Planning Director
https://www.charlescountymd.gov/government/planning-and-growth-management

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Personal Services	$292,193	$387,000	$451,400	$458,100	$71,100	18.4%
Fringe Benefits	78,132	111,100	133,500	133,900	22,800	20.5%
Operating Costs	531,854	734,800	783,800	740,500	5,700	0.8%
Agency Funding	10,300	20,900	89,600	139,600	118,700	567.9%
Operating Contingency	0	15,800	10,200	0	(15,800)	-100.0%
Debt Service	1,702,492	2,191,000	2,304,300	2,349,200	158,200	7.2%
Capital Projects	67,000	216,000	249,000	249,000	33,000	15.3%
Total Expenditures	$2,681,971	$3,676,600	$4,021,800	$4,070,300	$393,700	10.7%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** increase includes approved salary increases, and the impact of the reallocation of positions based on job duties. Included is funding for a new Engineer III position to support the County's Drainage Improvement Program, and a Climate Resilience and Sustainability Officer to coordinate all planning matters concerning climate change which will be funded between the Watershed Restoration & Protection Fund and the Environmental Service Fund.
- The **Operating Costs** budget increase includes funding to support a new program to provide nutrient trading with coordination with the Soil Conservation to meet its MS4 permit requirements, and supports two new positions: Accounts Payable Manager and Workers Compensation Specialist.
- **Agency Funding** represents funding to support the Mosquito Control Program, the County's Other Post Employment Benefits (OPEB) plan, and Charles County Waterman's Association to plant 14 million spat on shell oysters in the Wicomico River.
- **Debt Service** represents principal and interest payments on stormwater management bonds.
- The FY2022 **Capital Projects** budget represents funding for the continuation of the Floodplain Analysis Studies, to support cost related to the NPDES Retrofit Project that are not bond eligible, and the Benedict Water Quality Study.

Description:

The Charles County storm sewer system is operated per its NPDES Municipal Separate Storm Sewer System permit. The permit runs for five years and requires the County to develop and implement a number of programs to monitor and control water quality. Highlights of the Planning Division work products include:

- Continuation of a long-term chemical, biological, and physical monitoring program for small watersheds; continuation of urban BMP effectiveness study; and continued support of the US Geological Survey long-term chemical monitoring station for Mattawoman Creek Watershed, a large watershed.
- Continued implementation of the Illicit Discharge Detection and Enforcement Program for the County's storm sewer system. This program provides annual inspection of major outfalls to discover potential illicit discharges into the storm sewer system and enforces violations. The County relies heavily on a public education element to prevent illicit discharges, and has also incorporated penalties for serious and repeat violations.
- Continuous updating of the digital mapping of the County's storm sewer system in the County's Geographic Information System.

Positions:

Title	FY18 FTE	FY19 FTE	FY20 FTE	FY21 FTE	FY22 FTE
Director of PGM	0.1	0.1	0.1	0.1	0.1
Deputy Director of PGM	0.1	0.1	0.1	0.1	0.1
Planning Director	0.3	0.3	0.3	0.3	0.3
Assistant Chief of Planning	0.1	0.1	0.1	0.1	0.1
Assistant to the Director	0.1	0.1	0.1	0.1	0.1
Planning Supervisor	0.3	0.3	0.3	0.3	0.3
Climate Resilience and Sustainability Off.	0.0	0.0	0.0	0.0	0.5
Engineer III	0.0	0.0	0.0	0.0	1.0
Engineer II	0.0	0.0	1.0	1.0	1.0
GIS Analyst	0.1	0.1	0.1	0.3	0.3
Planner I-III	2.0	2.0	2.0	2.0	1.8
Assistant to the Chief of Planning	0.1	0.1	0.1	0.0	0.0
Administrative Associate	0.0	0.0	0.0	0.3	0.3
Total Full Time Equivalent	**3.0**	**3.0**	**4.0**	**4.5**	**5.7**

Watershed Protection and Restoration Fund

Department: Planning and Growth Management 50.07.31
Division \ Program: Codes, Permits & Inspection Services/Inspections & Enforcement Fund: Enterprise
Program Administrator: Ray Shumaker, Chief of Codes, Permits, and Inspection Services

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Personal Services	$72,889	$127,000	$199,000	$203,600	$76,600	60.3%
Fringe Benefits	17,024	40,700	58,300	58,500	17,800	43.7%
Operating Costs	171,058	162,800	70,400	70,400	(92,400)	-56.8%
Operating Contingency	0	16,900	6,300	0	(16,900)	-100.0%
Total Expenditures	$260,971	$347,400	$334,000	$332,500	($14,900)	-4.3%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** increase includes the approved salary increases, as well as the reclassification and reallocation of a vacant Inspector to an Inspection Supervisor based on job duties and department needs.
- **Operating Costs** decrease is mainly due to reducing contract services to fund the cost of reclassifying and reallocating a vacant Inspector position to an Inspection Supervisor.

Description:

The Inspection and Enforcement Section of the Codes, Permits and Inspection Services Division is responsible for the triennial inspection of existing stormwater management devices owned by private property owners, homeowners associations, and Charles County for compliance with performance specifications, legal agreements & Maryland law. Inspection staff provides reports to owners of the stormwater management devices and ensures proper repairs are implemented in a timely manner. Inspections occur after developer's have completed projects inspected by staff of the Inspection and Enforcement fund.

Positions: Title	FY18 FTE	FY19 FTE	FY20 FTE	FY21 FTE	FY22 FTE
Chief of CPIS	0.1	0.1	0.1	0.1	0.1
Engineer IV	0.1	0.1	0.1	0.1	0.1
Inspection Supervisor	0.0	0.0	0.0	1.0	1.0
Inspector	0.0	0.0	2.0	2.0	2.0
Permit Technician	0.3	0.3	0.3	0.0	0.0
Administrative Associate	0.0	0.0	0.0	0.1	0.1
Total Full Time Equivalent	**0.4**	**0.4**	**2.4**	**3.2**	**3.2**

Department: Planning and Growth Management 50.07.61
Division \ Program: Codes, Permits & Inspection Services\Codes & Permits Fund: Enterprise
Program Administrator: Ray Shumaker, Chief of Codes, Permits, and Inspection Services

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Personal Services	$100,344	$153,600	$164,800	$168,600	$15,000	9.8%
Fringe Benefits	24,985	46,300	46,600	46,700	400	0.9%
Operating Contingency	0	0	5,200	0	0	N/A
Total Expenditures	$134,493	$199,900	$216,600	$215,300	$15,400	7.7%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** increase includes the approved salary increases.

Description:

The Codes and Permits Section of the Codes, Permits & Inspection Services Division includes engineering staff involved in review of stormwater management issues. While much of this work is undertaken as part of a permit review function, some of the engineering analysis is done after construction is completed & as part of the required triennial inspection process. Proposed work includes engineering services, modifications to the Stormwater Management Ordinance to address Green Code and related issues and employee education.

Positions: Title	FY18 FTE	FY19 FTE	FY20 FTE	FY21 FTE	FY22 FTE
Engineer I - IV	0.8	1.8	1.8	1.8	1.8
PGM Support Specialist	0.0	1.0	1.0	1.0	1.0
Total Full Time Equivalent	**0.8**	**2.8**	**2.8**	**2.8**	**2.8**

Watershed Protection and Restoration Fund

Department: Public Works 50.05.06
Division \ Program: Facilities - Administration Fund: Enterprise
Program Administrator: Frances Sherman, Chief of Environmental Resources

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Personal Services	$64,086	$63,100	$64,700	$67,100	$4,000	6.3%
Fringe Benefits	16,194	15,900	16,100	16,500	600	3.8%
Operating Costs	86,693	146,500	193,000	193,000	46,500	31.7%
Operating Contingency	0	4,800	3,300	0	(4,800)	-100.0%
Total Expenditures	$166,973	$230,300	$277,100	$276,600	$46,300	20.1%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** increase includes the approved salary increases.
- **Operating Costs** increase is to support Marsh Maintenance Monitoring to meet annual inspection requirements and stream restoration projects completed under the NPDES program.

Description:

Federal & State agencies mandate that County owned facilities comply with the NPDES stormwater permit. The Department of Public Works is responsible for preparing stormwater pollution prevention plans for its facilities, and conducts regular site inspections and trains staff on implementing procedures for reducing stormwater pollutant discharge to the waterways.

Positions:

Title	FY18 FTE	FY19 FTE	FY20 FTE	FY21 FTE	FY22 FTE
Environmental Compliance Manager	1.0	1.0	1.0	1.0	1.0
Total Full Time Equivalent	**1.0**	**1.0**	**1.0**	**1.0**	**1.0**

Department: Public Works 50.05.53
Division \ Program: Road Maintenance Fund: Enterprise
Program Administrator: Steve Staples, Chief of Roads

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Personal Services	$29,022	$30,600	$31,500	$32,100	$1,500	4.9%
Fringe Benefits	10,970	8,300	7,700	7,700	(600)	-7.2%
Operating Costs	947,135	1,004,900	1,054,900	1,054,900	50,000	5.0%
Debt Service	0	0	44,900	0	0	N/A
Operating Contingency	0	1,100	900	0	(1,100)	-100.0%
Total Expenditures	$987,127	$1,044,900	$1,139,900	$1,094,700	$49,800	4.8%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** increase includes the approved salary increases.
- **Operating Costs** increase is to support inspections of failing inlet and stormwater devices and systems, increased pond inspections and repairs, and inlet inspections.
- **Debt Service** is to cover the bank financed capital purchases to include: Mini Excavator, Grapple Rake Attachment, and Grapple Debris Truck.

Description:

Contract services needed to initiate a program that will monitor and control storm water quality as part of the NPDES.

Positions:

Title	FY18 FTE	FY19 FTE	FY20 FTE	FY21 FTE	FY22 FTE
Bridge Project Manager	0.1	0.2	0.2	0.2	0.2
Total Full Time Equivalent	**0.1**	**0.2**	**0.2**	**0.2**	**0.2**

Watershed Protection and Restoration Fund

Department: Recreation, Parks & Tourism 50.30.41
Division \ Program: Parks & Grounds Fund: Enterprise
Program Administrator: Tim Drummond, Chief of Parks & Grounds

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Operating Costs	$19,093	$30,000	$30,000	$30,000	$0	0.0%
Total Expenditures	$19,093	$30,000	$30,000	$30,000	$0	0.0%

Changes and Useful Information:

- **Operating Costs** represent contract services for the annual maintenance of four Stormwater Maintenance facilities at various park facilities.

Description:

Contract services needed to maintain the Stormwater Maintenance facilities at various park facilities.

Department: County Attorney 50.16
Division \ Program: County Attorney Fund: Enterprise
Program Administrator: Wes Adams, County Attorney

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Operating Costs	$35,481	$50,000	$50,000	$50,000	$0	0.0%
Total Expenditures	$35,481	$50,000	$50,000	$50,000	$0	0.0%

Changes and Useful Information:

- The **Operating Costs** represent the estimated FY2022 legal fees associated with the NPDES permit. These fees are for appealing our permit requirement and is funded through a fund balance appropriation from prior reserves.

Description:

Legal Fees associated with the NPDES permit.

Department: Capital Project Management 50.40
Division \ Program: Capital Project Management Fund: Enterprise
Program Administrator: Vacant, Director of Capital Project Management

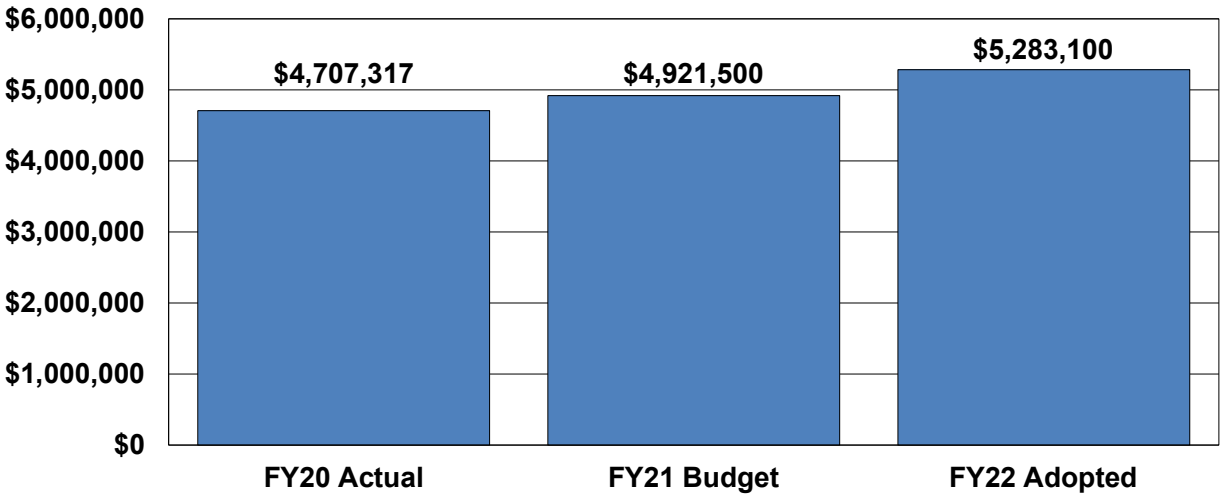
Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Transfers Out	$0	$0	$48,100	$48,100	$48,100	NEW
Debt Services	0	0	1,900	1,900	1,900	NEW
Total Expenditures	$0	$0	$50,000	$50,000	$50,000	NEW

Changes and Useful Information:

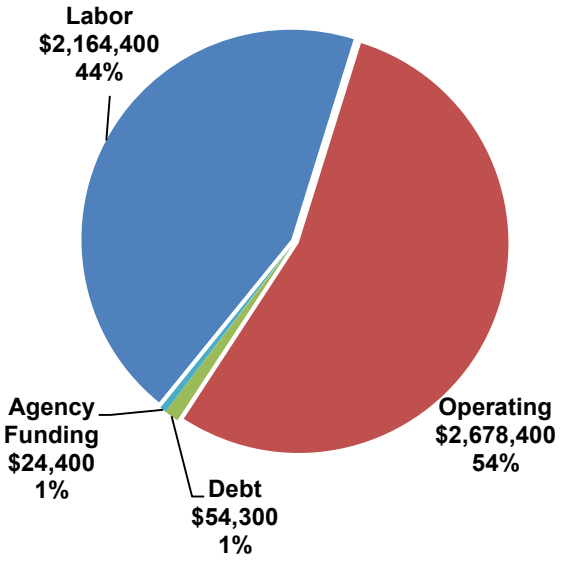
- The **Transfers Out** includes the funds to support the new Resilience Authority that will be used to support capital projects that can not be debt financed.
- **Debt Service** includes funding to bank finance a vehicle for the Director of Capital Project Management. Costs for this are split equally with the Environmental Service Fund.

Inspection and Review Fund

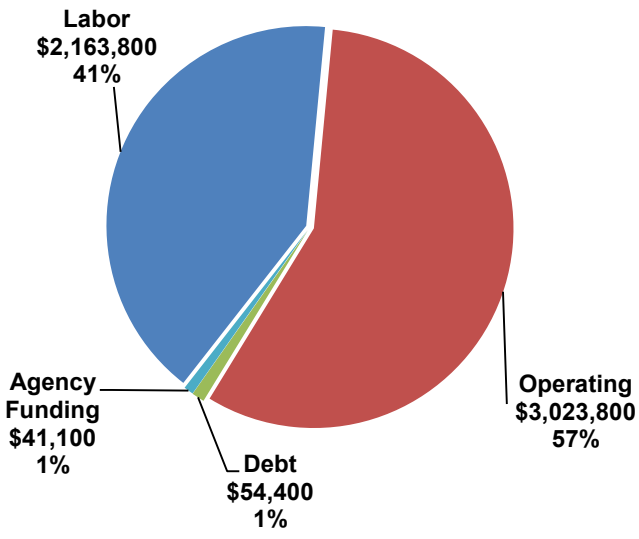
Deborah Carpenter, Director of Planning & Growth Management 301-645-0627 301-870-3935
Address: 200 Baltimore St., La Plata, MD 20646 8:00 a.m.-4:30 p.m. M-F
https://www.charlescountymd.gov/government/planning-and-growth-management



FY21
Total: $4,921,500



FY22
Total: $5,283,100



In-house staff and contract personnel make up the majority of costs. By utilizing contract personnel, the County is able to react to changes in the market.

Objectives & Measurements

Objectives & Measurements:	FY18 Actual	FY19 Actual	FY20 Actual	FY21 Projected	FY22 Estimated
Permits					
Objective: privatized contract, for inspections complying with various local, state and federal laws.					
Total all inspections	35,850	56,232	49,858	63,000	63,000
Total inspections per FTE	6,518	2,812	2,403+	5,000	3,000++
# of building inspections	18,643	26,051	11,599	15,800	11,900
% of inspections addressed w/i 24 hrs.	99%	99%	99%	99%	99%
per inspector (5.5) as of FY16	3,390	4,737	3,299*	2,872	2,164
# of plumbing inspections (PGM & WS)	6,190	3972	6531	3,600	6,800
% of inspections addressed w/i 24 hrs.	99%	99%	99%	99%	99%
per inspector (5.5) as of FY16	1,125	722	1,136*	655	1,133**
# of electrical inspections	7,701	4,504	6,441	4,200	6,700
% of inspections addressed w/i 24 hrs.	99%	99%	99%	99%	99%
per inspector (5.5) as of FY16	1,400	819	1,120*	764	1,117**
# of mechanical inspections	3,316	1,821	2,809	1,500	2,900
per inspector (5.5) as of FY16	603	331	489*	273	483**
Request for assistance code enforcement/interpretation					
Initiated	304	357	449	500	600
Completed	327	369	661	650	800
Outstanding	970	960	748	550	350
Infrastructure					
Objective: to process in a timely manner all submittals to assure compliance with the Road, Grading, Stormwater Management, Flood plain, Water and Sewer Ordinances; Standard Specifications for Construction and Standard Detail Manuals.					
Development Services Applications	109	133	141	180	141
# of active projects reviewed:					
Permits issued	83	110	97	180	118
Permit revisions issued	19	14	13	12	15
Building Permit Plan Review					
Objective: privatized contract, for plan review complying with various local, state and federal laws.					
Building permit plan review residential	2,663	2,069	2,010	2,800	2,300
Average review span (days)	6	6	6	6	6
Building permit plan review commercial	222	310	283	300	300
Average review span (days)	12	6	6	6	6

- Achieves Commissioners 2019-2021 Goals and Objectives: Goal #2: Institutional Governance & Policy, Streamline Services

+ 20.75 FTE
++ 21.0 FTE
* 5.75 FTE
** 6.0 FTE

- Achieves Commissioners 2019-2021 Goals and Objectives: Goal #2: Institutional Governance & Policy, Streamline Services

Inspections & Review

Department:	Planning and Growth Management	Account:	07.07.06
Division\Program:	Administration	Fund:	Enterprise
Program Administrator:	Deborah Carpenter, Director of Planning Growth Management		
	http://www.charlescountymd.gov/pgm		

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Personal Services	$76,852	$89,000	$335,600	$341,900	$252,900	284.2%
Fringe Benefits	13,735	22,100	100,000	99,800	77,700	351.6%
Operating Costs	71,092	92,600	98,400	98,400	5,800	6.3%
Agency Funding	21,700	24,400	41,100	41,100	16,700	68.4%
Operating Contingency	0	6,000	9,500	3,400	(2,600)	-43.3%
Total Expenditures	$183,379	$234,100	$584,600	$584,600	$350,500	149.7%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the approved salary increases and reflects a recent reorganization which included the reallocation of positions from the Permits Division to the Administration Division.
- Funding was transferred to **Operating Costs** based on a recent reorganization where Permits moved from Codes, Permits, and Inspections (CPIS) to Administration.
- **Agency Funding** represents funding to support the County's Other Post Employment Benefits (OPEB) plan.
- **Operating Contingency** is to cover any potential revenue shortfalls and/or expenditure overruns.

Description

The mission of the Department of Planning and Growth Management (PGM) is: "To provide the citizens of Charles County an effective and economical infrastructure through planning, design and construction of facilities, roadways, water and waste water systems as described in the County's Comprehensive Plan. This shall be accomplished in a timely, efficient and courteous manner with dedication and quality service in cooperation with various agencies. Supporting the mission of PGM are various policies which provide a comprehensive approach to the orderly planning and development of infrastructure within Charles County.

Using these policies, the Administration Division provides continuous evaluation of infrastructure needs and implements standards through updates to comprehensive plan, ordinances, policies, and procedures; maintain high standards of personnel efficiency and expertise to guarantee performance consistent with specialized obligations; develops and maintains continuous educational programs, promotes the most efficient use of the resources of the County.

The responsibilities of the Administration Division include: budget administration; customer relations; department's coordination with Citizens Liaison issues; maintenance of department's records retention policy; dedication of roads and water and sewer systems; property acquisitions; planning, preparation & coordination of auction of surplus county properties; developing policies and procedures; grants administration; personnel administration; and oversight of the Permits Office.

Positions: Title	FY18 FTE	FY19 FTE	FY20 FTE	FY21 FTE	FY22 FTE
Director of Planning and Growth Mgmt	0.2	0.2	0.2	0.2	0.2
Deputy Director of Planning & Grwth Mgmt	0.3	0.3	0.3	0.3	0.3
Chief of Administrative Operations	0.2	0.2	0.2	0.2	0.4
PGM Special Projects Manager	0.0	0.0	0.0	0.1	0.1
Assistant to the Director	0.1	0.1	0.1	0.1	0.1
Permit Office Supervisor	0.0	0.0	0.0	0.0	0.5
Right of Way & Bonding Specialist	0.0	0.0	0.0	0.0	0.5
Fiscal Support Specialist	0.0	0.0	0.0	0.0	0.8
Permit Technician	0.0	0.0	0.0	0.0	0.3
Permit Specialist	0.0	0.0	0.0	0.0	1.0
Office Associate II	0.0	0.0	0.0	0.0	0.3
Part Time Help	0.0	0.7	0.7	0.4	0.4
Total Full Time Equivalent	**0.7**	**1.4**	**1.4**	**1.2**	**4.6**

Inspections & Review

Department:	Planning and Growth Management	Account:	07.07.31
Division\Program:	Codes, Permits & Inspection Srvcs\Inspections & Enforcement	Fund:	Enterprise
Program Administrator:	Ray Shumaker, Chief of Codes, Permits & Inspection Services		

www.charlescountymd.gov/pgm/cpis/inspections

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Personal Services	$1,053,568	$1,082,700	$805,800	$821,100	($261,600)	-24.2%
Fringe Benefits	316,364	359,500	241,400	242,000	(117,500)	-32.7%
Operating Costs	1,610,374	1,401,400	1,544,500	1,544,500	143,100	10.2%
Debt Service	35,963	54,300	54,400	54,400	100	0.2%
Operating Contingency	0	62,900	160,900	145,000	82,100	130.5%
Total Expenditures	$3,016,269	$2,960,800	$2,807,000	$2,807,000	($153,800)	-5.2%
Revenues	$3,032,342	$3,415,500	$3,379,100	$3,379,100	($36,400)	-1.1%
Surplus/(Deficit)	$16,073	$454,700	$572,100	$572,100	$117,400	25.8%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the approved salary increases and reflects a recent reorganization that included the reallocation of several positions.
- The **Operating Costs** increased to provide additional funds for contract services based on anticipated FY2022 activity. The increase also includes funding to support additional equipment and supplies for Inspectors.
- **Operating Contingency** is to cover any unexpected revenue shortfalls and/or expenditure overruns.
- The **Debt Service** includes payments associated with bank financing certain vehicles and/or equipment.
- **Revenues** were adjusted based on current trends.

Description:

The Codes, Permits and Inspection Services Division administers the regulatory aspect of both review and inspection. The division is divided into two areas: engineering and inspection & enforcement. The engineering section is responsible for the development and implementation of County Ordinances/Codes/Specifications/Details relating to stormwater management, stormwater conveyance facilities, water & sewer facilities, roads, grading and sediment control. The section also provides for the plan review of residential, commercial, capital improvement infrastructure projects. This section processes, reviews, and issues infrastructure projects. Engineering staff also assist in reviewing both preliminary subdivision plans and site development plans as well as record plats. The inspection & enforcement section is comprised of four groups, infrastructure/building & trades/zoning & nuisance, and stormwater management maintenance. Staff provide inspections to relating to issued permits and plans and enforce County codes as well as investigation of complaints from individuals and groups for matters related to international building codes, stormwater management, stormwater conveyance facilities, water & sewer facilities, roads, grading and sediment control, and forest conservation. In addition, staff performs triennial inspection of existing stormwater management devices owned by individual residential property owners, homeowners' associations, commercial properties, and Charles County Government for compliance with performance specifications, legal agreements, and Maryland/Federal law. Inspection staff also investigates complaints pertaining to existing stormwater management devices and illicit discharge.

Inspections & Review

Department:	Planning and Growth Management	Account:	07.07.31
Division\Program:	Codes, Permits & Inspection Srvcs\Inspections & Enforcement	Fund:	Enterprise
Program Administrator:	Ray Shumaker, Chief of Codes, Permits & Inspection Services		

Positions:	**FY18**	**FY19**	**FY20**	**FY21**	**FY22**
Title	**FTE**	**FTE**	**FTE**	**FTE**	**FTE**
Chief of Codes, Permits, & Inspection Services	0.4	0.4	0.4	0.4	0.4
Engineer Supervisor	0.3	0.3	0.3	0.3	0.3
Citizen Response Coordinator	0.2	0.2	0.2	0.2	0.2
Engineer I-III	1.1	1.2	1.0	1.0	1.0
Inspections Superintendent	0.7	0.7	0.7	0.7	0.7
Permits Processing Supervisor	0.4	0.4	0.4	0.4	0.0
Construction Inspection Supervisor	1.8	1.8	1.8	1.8	1.8
Building Code Official	0.8	0.8	0.8	0.8	0.8
Code Inspection & Enforcement Officer	1.0	1.0	1.0	1.0	1.0
Inspection Supervisor	0.2	0.2	0.2	0.2	0.2
Assistant to the CPIS	0.4	0.4	0.4	0.4	0.0
Assistant Property Acquisition Manager	0.0	0.0	0.0	0.0	0.5
Inspectors I-II	3.1	5.1	5.1	5.1	4.2
Right of Way & Bonding Specialist	0.5	0.5	0.5	0.5	0.0
Project Administrative Specialist	0.5	0.5	0.5	0.5	0.0
Permit Technician	0.3	0.3	0.3	0.3	0.0
Permits Specialist	1.0	1.0	1.0	1.0	0.0
Administrative Associate	0.9	0.9	0.9	0.9	0.4
Office Associate I - III	0.6	0.6	0.6	0.6	0.0
Part Time	1.3	1.3	1.3	1.3	1.3
Total Full Time Equivalent	**15.4**	**17.5**	**17.3**	**17.3**	**12.8**

Inspections & Review

Department:	Planning and Growth Management	Account:	07.07.61
Division\Program:	Codes, Permits & Inspection Services\Codes and Permits	Fund:	Enterprise
Program Administrator:	Ray Shumaker, Chief of Codes, Permits & Inspection Services		

www.charlescountymd.gov/pgm/cpis/permits

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Personal Services	$180,699	$192,600	$181,100	$186,300	($6,300)	-3.3%
Fringe Benefits	54,501	61,300	51,100	51,400	(9,900)	-16.2%
Operating Costs	841,744	856,100	885,600	885,600	29,500	3.4%
Operating Contingency	0	7,900	98,700	93,200	85,300	1079.7%
Total Expenditures	$1,076,944	$1,117,900	$1,216,500	$1,216,500	$98,600	8.8%
Revenues	$704,864	$1,120,000	$1,448,000	$1,448,000	$328,000	29.3%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes a recent reorganization that reallocated positions from this division as well as the approved salary increases.
- The **Operating Costs** increase establishes funding for traffic signal contract services and provides additional funding in employee education and dues to allow for various certifications.
- **Operating Contingency** is to cover any unexpected revenue shortfalls and/or expenditure overruns.
- **Revenues** were adjusted based on current trends.

Description:

The Codes, Permits and Inspection Services Division administers the regulatory aspect of both review and inspection. The division is divided into two areas: engineering and inspection & enforcement. The engineering section is responsible for the development and implementation of County Ordinances/Codes/Specifications/Details relating to stormwater management, stormwater conveyance facilities, water & sewer facilities, roads, grading and sediment control. The section also provides for the plan review of residential, commercial, capital improvement infrastructure projects. This section processes, reviews, and issues infrastructure projects. Engineering staff also assist in reviewing both preliminary subdivision plans and site development plans as well as record plats. The inspection & enforcement section is comprised of four groups, infrastructure/building & trades/zoning & nuisance, and stormwater management maintenance. Staff provide inspections to relating to issued permits and plans and enforce County codes as well as investigation of complaints from individuals and groups for matters related to international building codes, stormwater management, stormwater conveyance facilities, water & sewer facilities, roads, grading and sediment control, and forest conservation. In addition, staff performs triennial inspection of existing stormwater management devices owned by individual residential property owners, homeowners' associations, commercial properties, and Charles County Government for compliance with performance specifications, legal agreements, and Maryland/Federal law. Inspection staff also investigates complaints pertaining to existing stormwater management devices and illicit discharge.

Positions: Title	FY18 FTE	FY19 FTE	FY20 FTE	FY21 FTE	FY21 FTE
Chief of Codes, Permits, & Inspection Services	0.1	0.1	0.1	0.1	0.1
Engineer I - III	1.8	2.3	2.1	2.1	2.1
Permits Processing Supervisor	0.1	0.1	0.1	0.1	0.0
Assistant to the Chief of CPIS	0.1	0.1	0.1	0.1	0.0
Permit Technician	0.1	0.1	0.1	0.1	0.0
Administrative Associate	0.0	0.0	0.0	0.0	0.1
Total Full Time Equivalent	**2.2**	**2.7**	**2.5**	**2.5**	**2.3**

Inspections & Review

Department: Planning and Growth Management — Account: 07.07.19
Division\Program: Planning - Architectural & Cultural Resources Review — Fund: Enterprise
Program Administrator: Jim Campbell, Planning Director
http://www.charlescountymd.gov/pgm/planning/planning

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Personal Services	$29,744	$35,500	$32,600	$32,700	($2,800)	-7.9%
Fringe Benefits	753	2,400	1,300	1,300	(1,100)	-45.8%
Operating Contingency	0	6,600	200	100	(6,500)	-98.5%
Total Expenditures	$30,497	$44,500	$34,100	$34,100	($10,400)	-23.4%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** reflects current personnel.
- **Operating Contingency** is to cover any unexpected revenue shortfalls and/or expenditure overruns.

Description:

The Planning Division provides administration of the cultural resources and architectural review programs.

Positions: Title	FY18 FTE	FY19 FTE	FY20 FTE	FY21 FTE	FY22 FTE
Planner I - III	0.2	0.2	0.2	0.2	0.2
Total Full Time Equivalent	**0.2**	**0.2**	**0.2**	**0.2**	**0.2**

Department: Planning and Growth Management — Account: 07.07.19
Division\Program: Planning Support — Fund: Enterprise
Program Administrator: Jim Campbell, Planning Director
http://www.charlescountymd.gov/pgm/planning/planning

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Personal Services	$151,633	$152,200	$149,400	$153,200	$1,000	0.7%
Fringe Benefits	42,102	48,200	47,800	47,800	(400)	-0.8%
Operating Costs	34,588	16,700	16,700	16,700	0	0.0%
Operating Contingency	0	8,200	5,100	1,300	(6,900)	-84.1%
Total Expenditures	$228,323	$225,300	$219,000	$219,000	($6,300)	-2.8%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the approved salary increases.
- **Operating Contingency** is to cover any unexpected revenue shortfalls and/or expenditure overruns.

Description:

The Planning Division provides development review of County infrastructure and site plan review for zoning and environmental aspects on permits issued by the Permits Office.

Positions: Title	FY18 FTE	FY19 FTE	FY20 FTE	FY21 FTE	FY22 FTE
Assistant Chief of Planning	0.0	0.2	0.2	0.0	0.0
Administrative Associate	0.0	0.0	0.0	0.0	0.3
Planning Supervisor	0.0	0.3	0.3	0.3	0.3
Planner I - III	0.0	1.2	1.2	1.2	1.3
Planning Technician	0.0	0.5	0.5	0.5	0.3
Part Time	0.0	0.3	0.3	0.3	0.3
Total Full Time Equivalent	**0.0**	**2.4**	**2.4**	**2.5**	**2.5**

Inspections & Review

Department:	Planning and Growth Management	Account:	07.07.149
Division\Program:	Technology	Fund:	Enterprise
Program Administrator:	Deborah Carpenter, Director of Planning Growth Management		

Expenditure Category	FY2020 Actual	FY2021 Budget	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Personal Services	$0	$90,800	$156,900	$161,100	$70,300	77.4%
Fringe Benefits	0	28,100	24,900	25,200	(2,900)	-10.3%
Operating Costs	171,905	220,000	264,800	234,900	14,900	6.8%
Operating Contingency	0	0	5,200	700	700	N\A
Total Expenditures	$171,905	$338,900	$451,800	$421,900	$83,000	24.5%
Revenues	$184,274	$338,900	$421,900	$421,900	$83,000	24.5%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** increase is the full year impact of two new positions to help support management of the permitting software and the approved salary increases.
- **Operating Costs** represents the increase in the software maintenance agreement on the new permitting software and an increase in credit card processing.
- **Operating Contingency** is to cover any unexpected revenue shortfalls and/or expenditure overruns.
- **Revenues** represent expected revenues for FY2022.

Description

The Technology Program is used to provide necessary maintenance, upgrades, security, staffing, training, and associated expenditures required for Planning and Growth Management's electronic plan/permit review system. The Technology program also plans and prepares for future technology needs and services and/or upgrades to better serve the residents of Charles County.

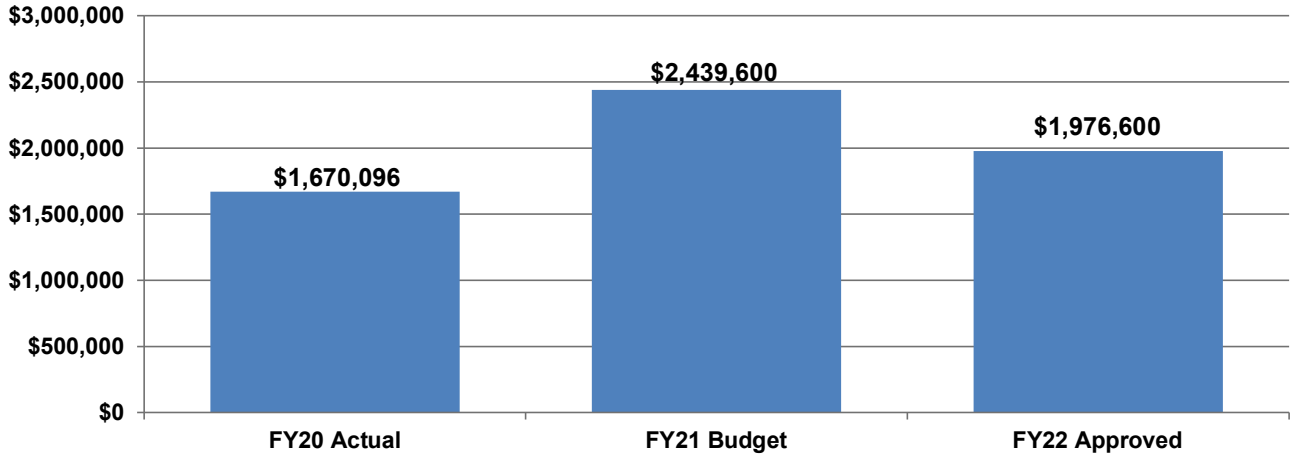
Positions:	FY18	FY19	FY20	FY21	FY22
Title	FTE	FTE	FTE	FTE	FTE
PGM Special Projects Manager	0.0	0.0	0.0	0.9	0.9
Total Full Time Equivalent	0.0	0.0	0.0	0.0	0.0
Allocated from General Fund	0.0	0.0	0.0	1.0	1.0
Net Cost to Inspection	**0.0**	**0.0**	**0.0**	**1.9**	**1.9**

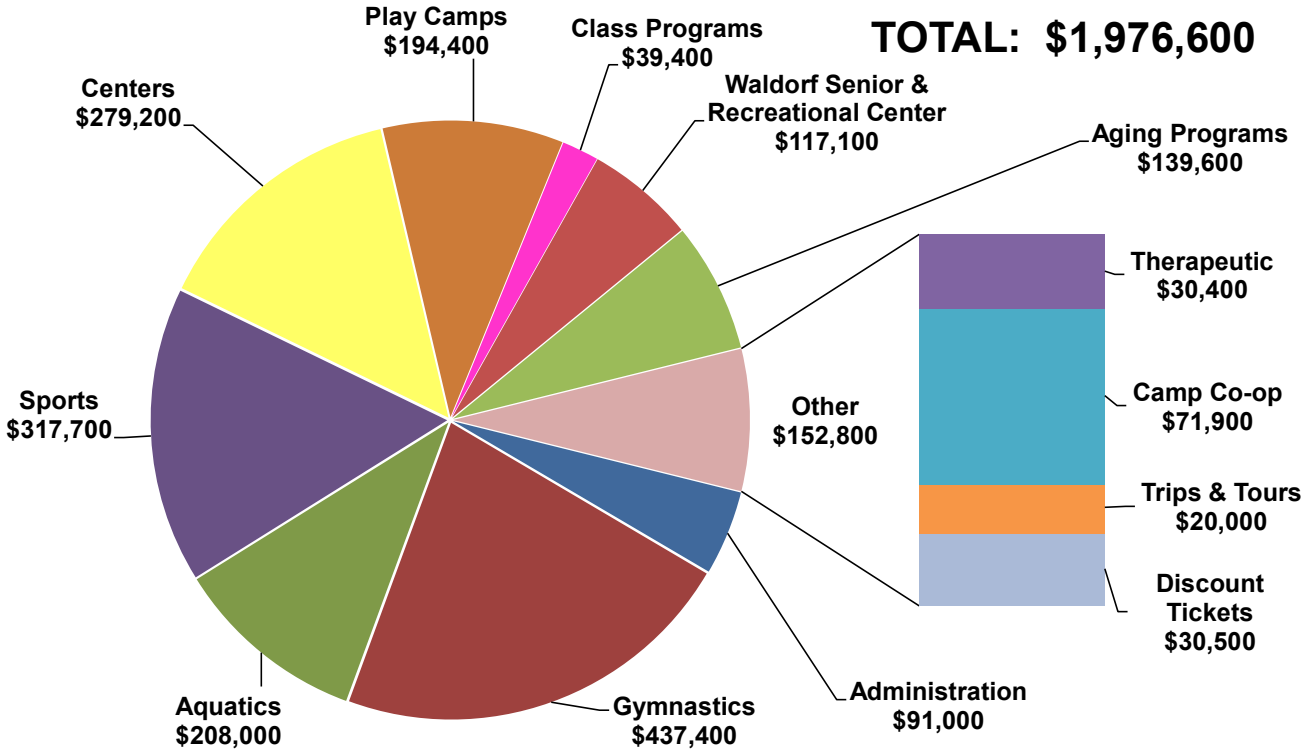
Recreation Fund

Eileen B. Minnick, Director of Recreation, Parks, and Tourism
Address: 8190 Port Tobacco Rd., Port Tobacco, MD 20677
https://www.charlescountyparks.com/home-recparks

Recreation Programs
301-932-3470
8:00 a.m.-4:30 p.m. M-F

Dina Barclay, Director of Community Services
Address: 8190 Port Tobacco Rd., Port Tobacco, MD 20677
https://www.charlescountymd.gov/services/aging-and-senior-services





Recreation

Department: Recreation, Parks, and Tourism — Account: 24.30.40
Division\Program: Recreation — Fund: Enterprise
Program Administrator: Sam Drury, Chief of Recreation

http://www.charlescountyparks.com/recreation/recreation

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg.
Personal Services	$896,400	$1,382,100	$1,060,100	$1,087,200	($294,900)	-21.3%
Fringe Benefits	122,467	153,400	108,900	111,300	(42,100)	-27.4%
Operating Costs	575,323	726,400	637,600	637,600	(88,800)	-12.2%
Operating Contingency	0	28,500	30,400	900	(27,600)	-96.8%
Total Expenditures	$1,594,190	$2,290,400	$1,837,000	$1,837,000	($453,400)	-19.8%
Revenues	$1,303,208	$2,290,400	$2,051,800	$1,836,800	($453,600)	-19.8%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the approved salary increases, and adjustments to the part time scale for scheduled minimum wage increases. This is being offset by part time employees who support the County's Aquatics program, which operates indoor and outdoor community pools, being reallocated to the General Fund. Additionally, a Recreation and Leisure Program Specialist was reallocated to the General Fund.
- The **Operating Costs** budget is decreasing based on current trends, as well as the cost of basic operation and maintenance for outdoor pools being funded by the General Fund starting in FY2022.
- The **Operating Contingency** is to cover any revenue shortfall and/or expenditure overruns.

Description

The Recreation Division offers a variety of structured and non-structured sports leagues and activities for persons of all ages. All programs are self-supporting, with youth leagues being supplemented by the County for officials and part-time facility supervision.

- Sports programs and leagues include: Youth and Adult Basketball, Youth and Adult Soccer, Youth and Adult Volleyball, Youth and Adult Kickball and Adult Softball.
- Trips and tours are offered for registrants to have the opportunity to participate in variety of experiences.
- Three Indoor Pools are operated year round at Lackey High School, North Point High School, and the Donald M. Wade Aquatic Center at St. Charles High School. In addition to daily admission, the pools offer swim lessons, water aerobics, water safety, birthday parties, private rentals, and a variety of other programs and special events.
- Camp CO-OP is an exciting day camp for special education students between the ages of 5 & 21 with moderate to severe disabilities.
- Therapeutic programs are, for the most part, operated under the auspices of the county Special Olympics Program.
- Discount tickets for amusement parks are offered April through August each year. The ticket prices offer a 10-15 percent discount from the regular gate prices.
- The Elite Gymnastics & Recreation Center provides traditional gymnastics and dance classes for beginner to advanced levels for all ages. Pre-competitive and competitive teams are offered under the guidance of the USA Gymnastics Jr. Olympic Program.
- Operation of ten school based Community Centers and Port Tobacco Recreation Center to host a variety of programs, services, activities, sports leagues and recreational opportunities to persons of all ages. They are focal points in each geographic area of Charles County and generate a sense of community through interaction and programs. Community Centers offer drop-in programs, summer camps, middle school afterschool programs and host indoor sports, fitness classes, recreational and leisure programs, and special events. Community Centers programs include: Class programs, Middle School After School program, Drop In programs, Summer Camps, Fitness classes and Special Events.
- The Waldorf Senior & Recreational Center is a Multi-Generational facility hosting a variety of recreational and leisure programs, as well as the home to the Waldorf Senior Center. The facility has a basketball court, racquetball courts, fitness room, group exercise room, youth room, large multi-purpose room, and several classrooms.

Positions:

Title	FY18 FTE	FY19 FTE	FY20 FTE	FY21 FTE	FY22 FTE
Sports Program Supervisor	1.0	1.0	1.0	1.0	1.0
Recreation Facility & Program Supervisor	1.0	1.0	1.0	0.0	0.0
Recreation and Leisure Program Specialist	1.0	1.0	1.0	1.0	0.0
Part Time Positions	29.3	31.6	32.2	32.2	22.2
Total Full Time Equivalent	**32.3**	**34.6**	**35.2**	**34.2**	**23.2**

Recreation

Department: Community Services | Account: 24.06.21.11
Division\Program: Aging & Human Services - Nanjemoy Community Center | Fund: Enterprise
Program Administrator: Lisa Furlow, Chief of Aging & Human Services
www.charlescountymd.gov/cs/aging/aging-and-senior-programs

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Proposed	$ Change from FY2021	% s
Personal Services	$1,953	$9,800	$3,000	$3,000	($6,800)	-69.4%
Fringe Benefits	240	900	200	200	(700)	-77.8%
Operating Costs	4,375	4,800	3,600	3,600	(1,200)	-25.0%
Operating Contingency	0	300	0	0	(300)	N\A
Total Expenditures	$6,568	$15,800	$6,800	$6,800	($9,000)	-57.0%
Revenues	$3,631	$6,000	$7,000	$7,000	$1,000	16.7%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** were adjusted based on prior year history and includes adjustments to the part time scale due to scheduled minimum wage increases.
- **Operating Costs** were decreased due to recent trends.
- **Revenues** were decreased due to current activity.

Description

Nanjemoy Community Center is a multiservice center offering programs and services for the residents of southwestern Charles County. As a satellite facility, it offers outreach and counseling for benefits. Program opportunities for youth and adults, special community events, and a health clinic are among the programs offered.
All programs and classes are self-supporting.

Positions: Title	FY18 FTE	FY19 FTE	FY20 FTE	FY21 FTE	FY22 FTE
Part Time Positions	0.2	0.2	0.2	0.2	0.2
Total Full Time Equivalent	**0.2**	**0.2**	**0.2**	**0.2**	**0.2**

Department: Community Services | Account: 24.06.21
Division\Program: Aging & Human Services - Senior Services | Fund: Enterprise
Program Administrator: Lisa Furlow, Chief of Aging & Human Services
www.charlescountymd.gov/cs/aging/aging-and-senior-programs

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Proposed	$ Change from FY2021	% Chg
Personal Services	$16,679	$42,600	$45,200	$46,200	$3,600	8.5%
Fringe Benefits	1,898	4,000	3,600	3,800	(200)	-5.0%
Operating Costs	50,760	65,300	65,300	65,300	0	0.0%
Operating Contingency	0	21,500	18,700	17,500	(4,000)	-18.6%
Total Expenditures	$69,338	$133,400	$132,800	$132,800	($600)	-0.4%
Revenues	$138,809	$143,200	$132,800	$132,800	($10,400)	-7.3%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** change is due to adjustments to the part time scale due to scheduled minimum wage increases.
- **Operating Contingency** is to cover any potential revenue shortfall and/or expenditure overruns.
- **Revenues** were adjusted based on anticipated FY2022 activity.

Description:

Program fees and donations support education, recreational, and social activities for Senior Citizens.

Positions: Title	FY18 FTE	FY19 FTE	FY20 FTE	FY21 FTE	FY22 FTE
Senior Center Coordinator	0.1	0.1	0.1	0.0	0.0
Part Time Positions	3.3	3.3	3.3	3.3	3.3
Total Full Time Equivalent	**3.4**	**3.4**	**3.4**	**3.3**	**3.3**

Vending Machines

Department:	Fiscal Services	Account:	38
Division\Program:	Accounting	Fund:	Enterprise
Program Administrator:	William DeAtley, Chief of Accounting		

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change from FY2021	% Chg
Operating Costs	$150,249	$138,800	$138,800	$138,800	$0	0.0%
Total Expenditures	$150,249	$138,800	$138,800	$138,800	$0	0.0%
Revenues	$129,751	$138,800	$138,800	$138,800	$0	0.0%

Description

This fund is used to manage the vending machine funds collected in County facilities.

Other Governmental Funds

SPECIAL REVENUE FUNDS

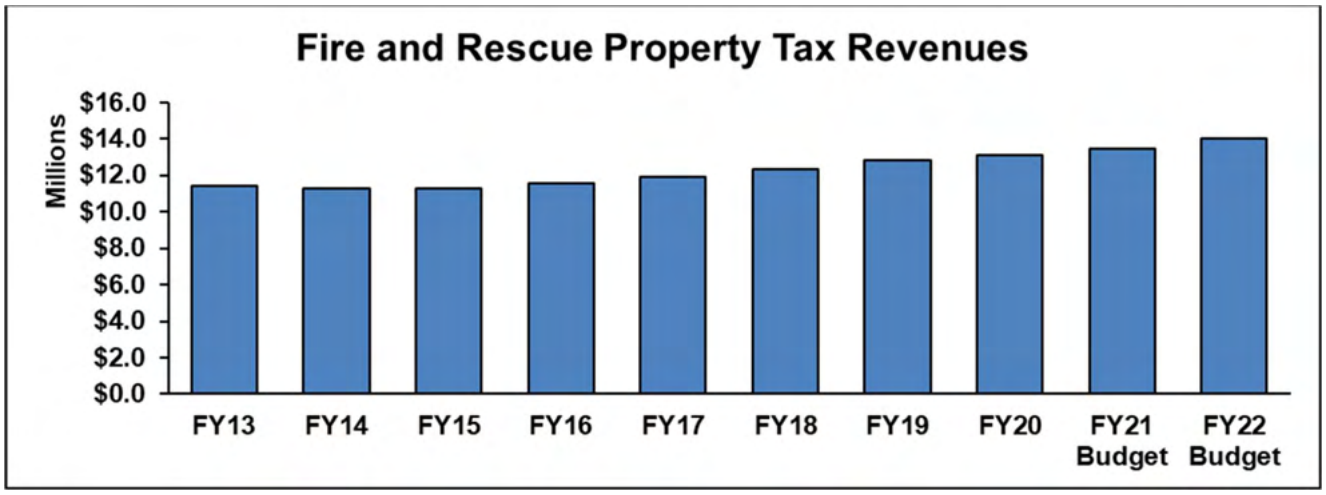
Special Revenue Funds are used to account for revenues that are legally restricted or formally designated for a particular purpose. The best examples of special revenue funds are State and Federal grant awards that have specific requirements associated with eligible program costs.

Trends and Assumptions for Estimates

PROPERTY TAX RELATED FUNDS

Fire & Emergency Medical Services

The largest special revenue fund is financed by a County wide **Fire and Rescue** property tax and a State of Maryland Amoss grant. The tax is levied and collected by the County and distributed to the various volunteer fire stations and rescue squads. A property tax rate is levied as follows: $0.04 for fire, $0.02 for emergency medical services, and $.004 for pension benefits for all Real Property assessments and $0.10, $0.05, and $.01, respectively for all business-related assessments. Operating revenue generated from taxes is estimated using the same assumptions as the general fund property taxes (see General Fund property tax section), with the primary information provided by the Maryland Department of Assessments and Taxation. Grant funds are subject to the annual renewal by the State of Maryland and are used for training and equipment.



Agricultural Preservation

An **agricultural transfer tax** is assessed on land that has a change of use from agricultural to residential or commercial. This money is tracked separately and used for future land preservation purposes. An operating revenue estimate is based on minimum changes in land use and amended during the year should a large land acquisition be acquired for preservation. Operating costs primarily represent the purchase of land; budgets are amended once a purchase is approved.

FEDERAL OR STATE GRANT RELATED FUNDS

The following programs have budgets that are derived from specific Federal and/or State grant awards and are often matched with local funding; therefore, budget totals reflect the anticipated grant award. Amended operating budgets reflect actual grant awards and renewals. Revenues supporting these programs are fairly predictable because they follow the scope defined within the Federal & State grants.

- **Housing Assistance Programs**
- **Transit Programs**
- **Child Support / Judicial Programs**
- **Public Safety Programs**
- **Aging and Senior Programs**
- **Emergency Management Programs**
- **Economic Development Loan Programs**
- **Tourism Programs**
- **Community Development Block Grant Projects**
- **Community Development Administration Projects**
- **Planning Programs and Studies**
- **Human Services Programs for Children, Youth, and Families**

SPECIAL REVENUE FUNDS

Community Services Housing Authority administers the largest single grant awarded to the County, the Housing Choice Voucher Program. This Federal grant, provided by the U.S. Department of Housing and Urban Development (HUD), is for rental unit subsidy for low-income residents. The Housing Authority also initiated a new grant program in FY2021 entitled Foster Youth to Independence Program (FYI) with an initial award of $92,000. This program supports housing for young adults, ages 18-24, who have aged out of the Foster Care System. In May of 2021, the Housing Authority was awarded an Emergency Rental Assistance Program grant in the amount of $5,897,393 to begin in FY2022. The budget will be amended to reflect these American Rescue Plan Act of 2021 funds.

The **Charles County Advocacy Council for Children, Youth, and Families (CCACCYF)**, Charles County's Local Management Board, receives funding for Human Services Programs at both the Federal and State level. The CCACCYF does not provide human services directly but contracts with various public and private agencies to provide publicly funded human services. The size of the contracts that are entered into annually is determined by the amount of funding made available to the CCACCYF by the Governor's Office for Children and the Maryland State Department of Education.

Federal and State grants are received for specific new or rehabilitation projects from the **Community Development Block Grant Program (CDBG)** for such things as community centers and public improvement systems, Home Buyers Programs, and Disaster Recovery. These grants are typically awarded on a project-by-project basis and generally considered capital grant projects. In FY2021, the County received two CDBG grants aimed at preventing evictions for tenants who had lost income or employment due to the pandemic. Grants totaling $950,000 were awarded to 3 subgrantees: The United Way of Charles County, The Southern Maryland Tri-County Community Action Committee, Inc. (SMTCCAC) and the Maryland Association of Social Services Boards (MASSB). These programs are continuing through FY2022. In FY2021 the County also received funding from the **U.S. Department of Agriculture Rural Housing Preservation Grant** program to assist very low- and low-income rural residents / individual homeowners with the repair or rehabilitation of their dwellings. Both programs will roll into FY2022 upon fiscal year end.

The Transit Division of the County's Department of Planning and Growth Management manages a series of **public transportation systems** designed for the general public, senior citizens, and people with physical or mental disabilities who cannot access general public transportation. Operating revenues are primarily supported with Federal and State grants and matching funds from the County. Once capacity restrictions are lifted, the County will be implementing a six-month pilot program offering free service to riders on VanGO, a first among all Maryland jurisdictions designed to eliminate barriers for residents to travel to essential destinations including work, shopping, and educational facilities.

Child Support programs are operated through a combined effort from the Charles County Department of Social Services and the Circuit Court. Child support cases are held to establish paternity, set child support payments, and enforce said support payments. Grant funds are provided to the County from Federal sources passed through the State of MD Department of Health and Human Resources. The Child Support Enforcement grant which is administered by the Sheriff's Office is considered part of the County's Public Safety program for the purpose of processing and serving of summonses, warrants and writs of attachment received from the courts.

The Family Support Services Program (FSSP) and Family Recovery Court (FRC) are the **Judicial Programs** within the Circuit Court for Charles County that are funded through Federal and State Grants. The goal of the FSSP is to provide an effective approach for the early resolution of family conflict. Recognizing that the adversarial process can be destructive for families, the program works to expedite family law cases in a manner designed to enable safety and support for all family members, and to minimize the trauma of litigation. The FRC is a Drug Court program where parents with substance abuse issues who are under the jurisdiction of the court through a Child In Need of Assistance (CINA) case, Termination of Parental Rights (TPR) case, or domestic relations custody case receive timely, intensive treatment and support to solve their addiction issues and provide safe and appropriate care for their children.

Past efforts by the Federal and State Governments to enhance public safety in local communities have added various programs to the County's **Public Safety programs**. Revenue associated with several of these grants has helped to increase the number of Sworn Officers or provided overtime and equipment for much needed programs. For FY2021, the County was awarded a multi-year **Community Oriented Policing (COPS)** grant to hire two School Resource Officers. These officers will be deployed to address problems in and around primary and secondary schools such as gangs, drug activities, expand crime prevention efforts for students, educate youth in crime prevention and safety, develop or expand community justice initiatives for students, train students in conflict resolution, restorative justice and crime awareness, and assist in developing school policy that addresses crime.

SPECIAL REVENUE FUNDS

Various **aging grants** and state fees for services agreements support senior housing assistance, health programs, guardianship, referral services, Community Options Waiver, and meal programs for the elderly. These programs promote independence and improve the quality of life for older persons. The major revenues supporting these programs are established with Federal and State grant awards, matched with County funding, and are supported with program revenue. The FY2022 general fund budget, will support full time Community Options Waiver personnel. The FY2022 special revenue budget will support part time personnel and a portion of a full time Case Manager. This transition allows for more billable hours on this fee for service program.

Emergency management grant funds are provided to enhance the capacity of local first responders to respond to terrorism incidents involving chemical, biological, nuclear, radiological, incendiary, and explosive devices, for homeland defense, maritime security, and acts of terrorism. These grants are specific to the acquisition of safety equipment, the implementation of a Statewide Domestic Preparedness Strategy by planning and conducting exercises, and training of County personnel in response to acts of terrorism and maritime security.

Planning grants consist of environmental and cultural programs for such things as the Chesapeake Bay Critical Area, Historical Preservation, Scenic Byways, Land Use Studies, and Easement Acquisition.

Tobacco Land Preservation Funds pass through the Southern MD Agriculture Development Commission to the Tri-County Council for Southern Maryland (TCCSM) for all three counties. The TCCSM, then passes those funds down to each respective county in Southern Maryland. Charles County will utilize these funds to purchase conservation easements on rural lands to support the continued transition to new agricultural enterprises in the wake of the tobacco buy-out. These funds fall within the Agricultural Preservation Program.

The **Economic Development Loan Programs** were established to help businesses to relocate into the County and/or expand their capabilities through the Business Development Loan Fund for Women, Minorities, and Veterans, or the Targeted Industries Incentive Loan Fund. These programs are not intended to replace commercial bank financing for borrowers who are able to secure bank loans and ultimately, the program will be self-sustaining off repayments and accrued interest. In FY2020 the Commissioners approved use of these loans to businesses impacted by the COVID-19 pandemic as well as establishing an additional $200,000 in loans supported by the general fund. Funds not spent in FY2020 were available in FY2021 and any further unspent funds will be available in FY2022. In FY2021, the County’s Economic Development Department (EDD) also administered a Business Grant Program as funded under the Coronavirus Aid, Relief, and Economic Security (CARES) Act as well as a Maryland Relief Program to targeted businesses.

State grant funding provides support of local government efforts in the **Tourism** industry. The grant amount is determined based upon the County's prior year allowable expenditures; growth of prior year allowable expenditures over the same expenditures from the previous year to that year; growth of prior year's Comptroller-determined lodgings sales tax revenues over same tax revenues generated in their jurisdiction in the previous year to that year; and, on estimated impact of international visitation. For FY2021, the Tourism Division received additional funding under the Maryland Relief Act for tourism small business advertising and the Hometown Tourism Grant Program to advertise the restaurants, entertainment, wineries, breweries and distilleries, attractions, shops and services in the community to the local community.

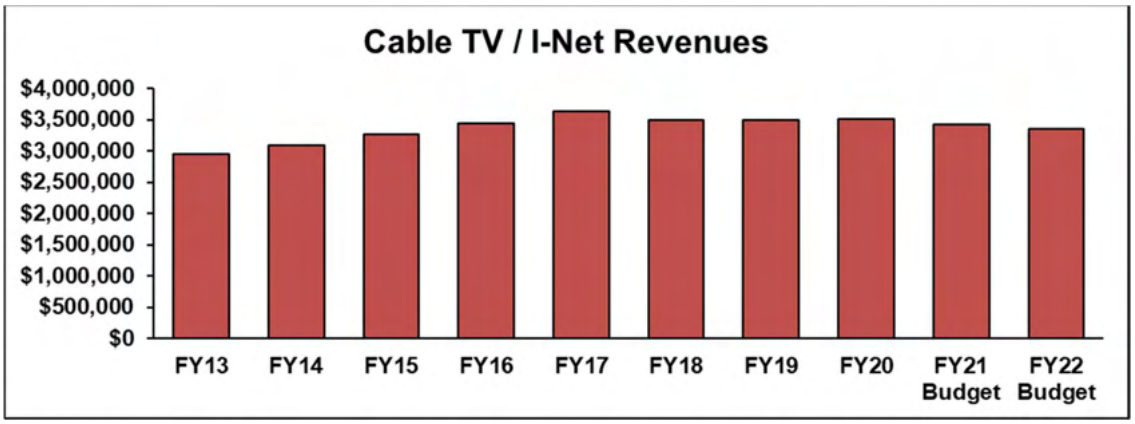
SPECIAL REVENUE FUNDS

SERVICE CHARGE RELATED FUNDS

Certain programs have specific user fees, fines or penalties associated with their operation. These revenues are typically restricted to eligible costs of the associated program. The following is a list of those programs.

- **Cable TV / I Net**
- **Sheriff's Special Programs**
- **Drug Forfeitures**
- **Housing Special Loans Program**
- **Southern MD Criminal Justice Academy**
- **Animal Shelter / Control Programs**
- **Law Library**
- **Nuisance Abatement**

The **Cable TV / I-Net Fund** is a cooperative effort between County Government, the public-school system, the local college, and the library system. Government access channels for Charles County are made possible through franchise agreements with local cable TV providers which generate revenue from a franchise fee assessed on monthly cable TV bills. A revenue estimate is based on the number of local subscribers in the area. The additional funding provided Cable TV/I-net Fund in FY2021 was one time funding of Fund Balance reserves to support broadband expansion in the rural areas of the County.



Sheriff Special Programs includes the Towing Service Permit Program. The Towing Service Permit Program allows the Sheriff's office to enforce the rules and regulations for the licensing, maintenance, and operations of towing companies in Charles County.

The County maintains a **Drug Forfeiture Fund** for revenues collected as a result of law enforcement efforts from drug related offenses. The revenues are difficult to predict because they are related to many variables, including the number of cases, the success rate of the court actions, the assets involved in each case, etc. The revenue budget is based on historical trends.

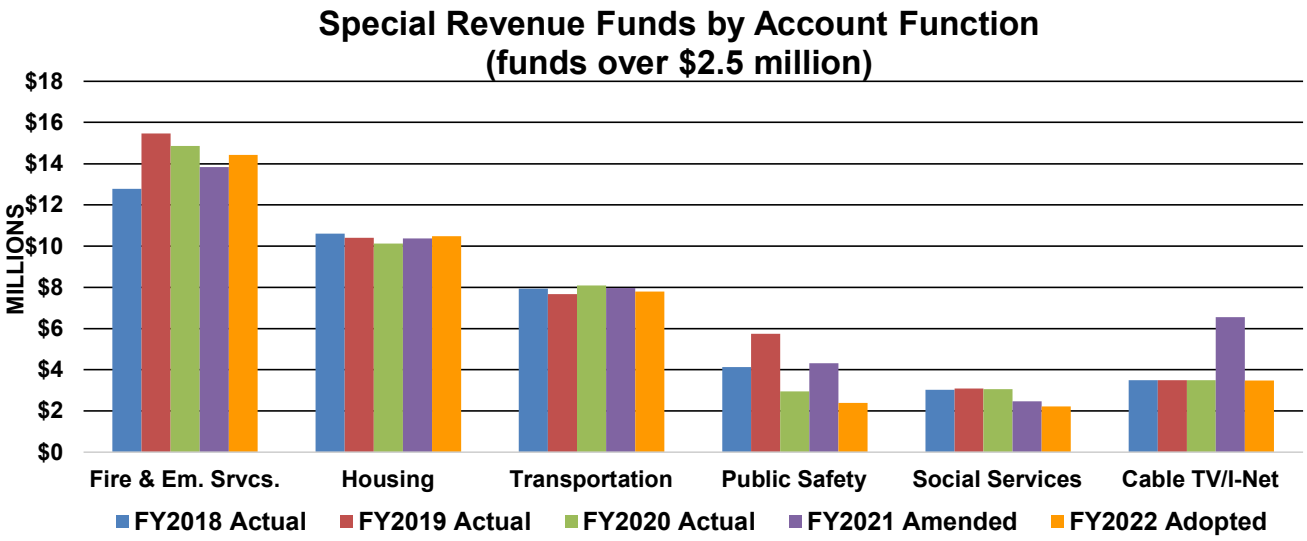
With the use of special funding sources in support of housing loans, the County administers a **Housing Special Loans Program** for qualified applicants. Funding is tied to the quantity of loans processed.

The **Southern Maryland Criminal Justice Academy** is funded by Charles, Calvert, and St. Mary's Counties. Funds from the Sheriff's General Fund budget are transferred to cover the Charles County share. Calvert and St. Mary's are billed for their respective portion of the cost.

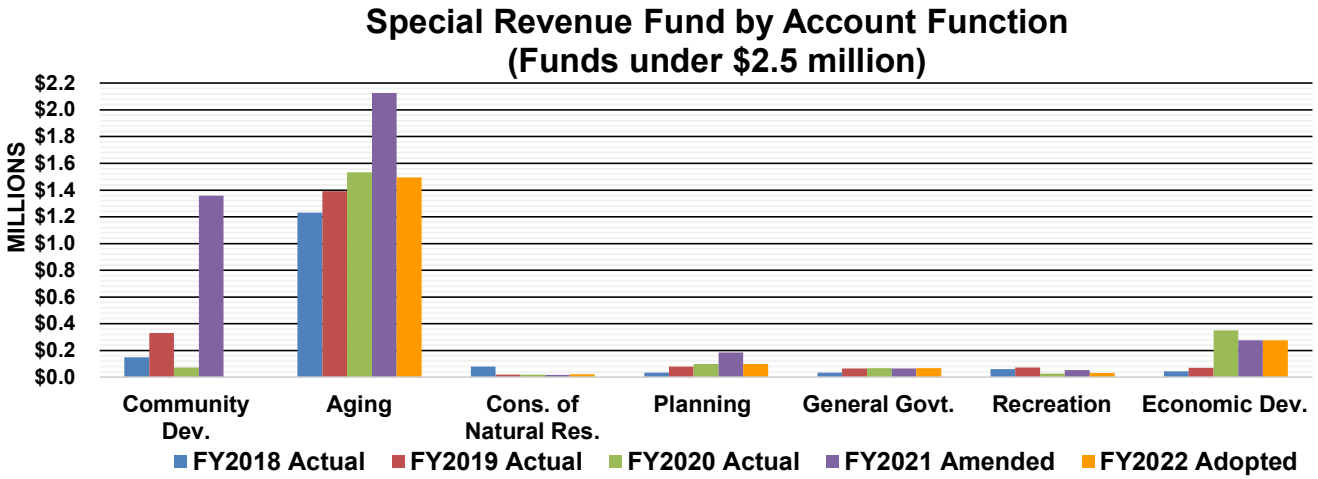
Animal Shelter/Control Programs generate revenues primarily from donations and fees as a result of animal adoptions. Revenue estimates are based on trends and the volume of fees.

The **Law Library** generates revenues through appearance fees and other court fines. The basis for predicting these dedicated revenues is primarily from historical trends, however, trends in crime and population will affect the performance of these revenues and is often difficult to predict. General Fund support for this program increased in FY2020 and moving forward due to the Justice Reinvestment Act which dictates that a defendant either be incarcerated without bond or released on personal recognizance thereby reducing bond forfeiture revenues that support Law Library operations.

The **Nuisance Abatement Fund** was established to correct violations of Building Code, Nuisance Code or Zoning Ordinance. In those cases where the property owner has not met the requirements of a Court Order or Nuisance Abatement Hearing Board Order, County Code has provisions for the County to clean-up the property and abate the Code violations at the cost to the property owner.

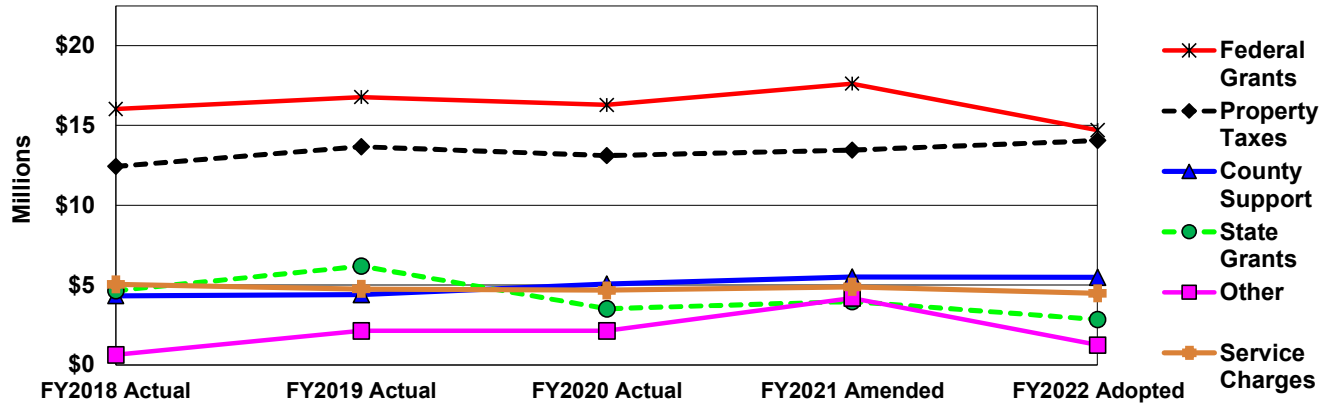


- **Volunteer Fire** and **Emergency Medical Services** continues to be the largest Special Revenue function. This program is funded primarily by Fire and Rescue Property Tax Revenue and will change based on property assessments.
- **Housing** program budgets fluctuate based on Federal funding and rent requirements.
- The increase in FY2020 and FY2021 for **Transportation** is due to roll over of multi-year capital grant items.
- Reduction in **Public Safety** grants is due to grants budgeted in FY2021 which were one time in nature.
- **Social Services** include Charles County Advocacy Council for Children, Youth, and Families (CCACCYF) and Child Support/Judicial grants. Fluctuations and reduction in FY2022 is the result of multi-year federal grants which are budgeted upon award and then unspent balances are carried over after fiscal year end.
- The additional funding provided in **Cable TV/I-net Fund** in FY2021 was for one time funding from Fund Balance reserves to support broadband expansion in the rural areas of the County.



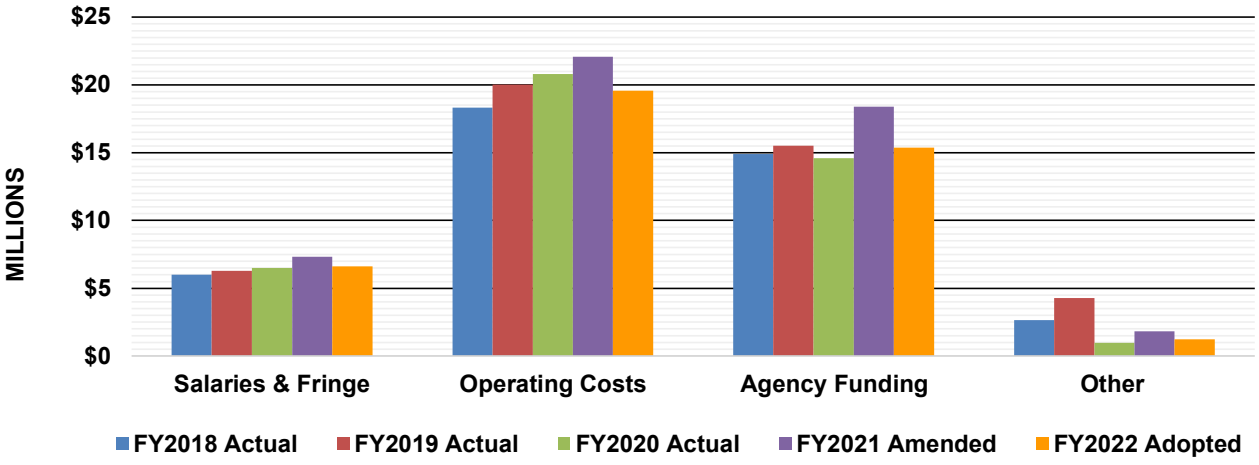
- Variations in **Community Development** are caused by grants which are typically one time in nature and are multi-year federal awards for which unspent balances will be carried over to FY2022. FY2021 included CARES Act Community Development Block Grant Funding for rental assistance.
- Variance in **Aging** grants is caused by Federal grants with a fiscal year end date of 09/30/21 for which unspent balances will be carried over to FY2022. The County received additional Coronavirus Aid, Relief, and Economic Security (CARES) Act Aging Funding in FY2021.
- Variations in **Planning Grants** are caused by grants which are typically one time in nature and are multi-year federal awards for which unspent balances will be carried over to FY2022.
- The fluctuation in **Economic Development** is due to loans awarded under the Targeted Industries Incentive Loan Fund and Business Development Loan Fund for Women, Minorities, and Veterans and loans for businesses to use in response to the COVID-19 pandemic.

Special Revenue Funds by Revenue Source



- The **Federal Grants** increase in FY2021 is due to grants being budgeted in full for the year of award, but may be multiple year in nature. Carryover balances are established after the fiscal year ends. Programs with significant increases were Housing, Judicial Grants, Public Safety, Community Development Block Grants, and Aging Services. The County received additional CARES Act funding related to Transit, Housing, and Aging Programs. The FY2022 funds may increase due to mid-year grant awards and carryover balances.
- **Property Tax** revenue is reflective of increased property assessments to support Fire & Rescue Volunteer Companies.
- **Service Charges** consists mainly of revenues from the Cable TV/I-Net fund, Housing Assistance Portable Vouchers paid through Reciprocal Agreements with other Housing Authorities, and Community Options Waiver Fee for Services.
- **County Support** remains relatively flat for FY2022. The Law Library, Judicial Grants, Transportation, and Administrative funding for the Housing Choice Voucher Programs require county funding to sustain the programs.
- **State Grant** funding is reduced for FY2022 due to one-time grant funds. State grants are applied for throughout the fiscal year and budgeted upon award.
- Sources of **Other** are other local governments, interest income, fines and forfeitures, transfers from other programs, fund balance, and additional miscellaneous revenue streams. FY2021 reflects the use of Fund Balance in the Cable Fund to support the County's share of Maryland Broadband Infrastructure Grant that will provide broadband to the certain areas of Nanjemoy and Cobb Neck.

Special Revenue Funds by Expense Classification



- **Operating Cost** and **Agency Funding** consistently make up the bulk of the Special Revenue expense. The majority of the spike in FY2021 is due to CARES Act Funding and various federal grants which are budgeted upon the year of award, after which unspent balances are carried over upon fiscal year end.
- The four largest grant programs (Housing Assistance, Transportation, Child Support/Judicial Programs and Aging Programs) pay out the majority of the funds as operating costs.
- **Agency Funding** primarily distributes the collected taxes to the various volunteer fire stations and rescue squads. The Charles County Advocacy Council for Children, Youth, and Families also distributes funds to vendors as Agency Funding.
- Increase in FY2019 in **Other** is due to one-time capital purchases.

SPECIAL REVENUE FUNDS

	FY2020 Actual	FY2021 Adopted	FY2021 Amended	FY2022 Adopted	$ Change from FY21 Amended	% Change
PROPERTY TAX RELATED FUNDS:						
Fire & Rescue / Length of Service Award Program (LOSAP)						
Revenues						
Property Taxes	$13,084,215	$13,438,600	$13,438,600	$14,031,500	$592,900	4.4%
State Grants	385,771	385,771	385,771	385,771	0	0.0%
Interest Income	516,760	11,000	11,000	11,000	0	0.0%
Miscellaneous	876,379	0	0	0	0	
Total Revenues	$14,863,125	$13,835,371	$13,835,371	$14,428,271	$592,900	4.3%
Expenses						
Personal Services	$15,000	$15,000	$15,000	$15,000	$0	0.0%
Operating Costs	1,068,986	7,800	7,800	7,800	0	0.0%
Agency Funding	13,582,691	13,812,571	13,812,571	14,405,471	592,900	4.3%
Total	$14,666,677	$13,835,371	$13,835,371	$14,428,271	$592,900	4.3%
Variance	$196,448	$0	$0	$0		
Beginning Fund Balance	16,941,761					
Ending Fund Balance	$17,138,209					
Agricultural Preservation						
Revenues						
Property Taxes	$20,716	$18,600	$18,600	$22,400	$3,800	20.4%
Total Revenues	$20,716	$18,600	$18,600	$22,400	$3,800	20.4%
Expenses						
Personal Services	$28,000	$16,600	$16,600	$20,400	$3,800	22.9%
Operating Costs	2,000	2,000	2,000	2,000	0	0.0%
Total	$30,000	$18,600	$18,600	$22,400	$3,800	20.4%
Variance	($9,284)	$0	$0	$0		
Beginning Fund Balance	1,269,964					
Ending Fund Balance	$1,260,680					
GRANT RELATED FUNDS:						
Housing Assistance						
Revenues						
Federal Grants	$9,692,385	$9,479,738	$9,811,995	$9,757,100	($54,895)	-0.6%
Service Charges	144,183	84,600	45,870	47,000	1,130	2.5%
Interest Income	3,062	0	978	0	(978)	-100.0%
Miscellaneous	32,499	32,600	23,600	22,600	(1,000)	-4.2%
Total Operating Revenues	$9,872,129	$9,596,938	$9,882,443	$9,826,700	($55,743)	-0.6%
County Match	36,391	225,462	23,795	261,400	237,605	998.6%
Total Revenues	$9,908,520	$9,822,400	$9,906,238	$10,088,100	$181,862	1.8%
Expenses						
Personal Services	$729,823	$730,000	$746,878	$778,200	$31,322	4.2%
Fringe Benefits	231,671	246,200	227,759	243,700	15,941	7.0%
Operating Costs	8,933,687	8,846,200	8,931,601	9,066,200	134,599	1.5%
Total	$9,895,181	$9,822,400	$9,906,238	$10,088,100	$181,862	1.8%
Variance	$13,339	$0	$0	$0		
Beginning Fund Balance	248,960					
Ending Fund Balance	$262,299					

SPECIAL REVENUE FUNDS

	FY2020 Actual	FY2021 Adopted	FY2021 Amended	FY2022 Adopted	$ Change from FY21 Amended	% Change
GRANT RELATED FUNDS:						
Transit Programs						
Revenues						
Federal Grants	$3,272,166	$3,047,802	$2,863,998	$2,600,574	($263,424)	-9.2%
State Grants	669,273	669,600	619,983	545,054	(74,929)	-12.1%
Service Charges	356,474	418,000	408,100	151,400	(256,700)	-62.9%
Fines & Forfeitures	18,550	10,000	10,000	0	(10,000)	-100.0%
Miscellaneous	97,775	65,982	155,000	79,482	(75,518)	-48.7%
Total Operating Revenues	$4,414,239	$4,211,384	$4,057,081	$3,376,510	($680,571)	-16.8%
County Match	3,676,740	3,915,594	3,919,271	4,042,143	122,872	3.1%
Fund Balance Appropriation	0	0	0	385,932	385,932	N/A
Total Revenues	$8,090,979	$8,126,978	$7,976,352	$7,804,585	($171,767)	-2.2%
Expenses						
Personal Services	$334,698	$335,700	$335,700	$346,200	$10,500	3.1%
Fringe Benefits	108,311	111,100	111,140	102,500	(8,640)	-7.8%
Operating Costs	6,971,093	7,162,178	7,342,329	6,969,953	(372,376)	-5.1%
Capital Outlay	613,167	518,000	187,183	385,932	198,749	106.2%
Total	$8,027,269	$8,126,978	$7,976,352	$7,804,585	($171,767)	-2.2%
Variance	$63,710	$0	$0	$0		
Beginning Fund Balance	99,827					
Ending Fund Balance	$163,537					

Charles County Advocacy Council for Children, Youth, and Families

Revenues						
Federal Grants	$894,529	$7,353	$57,353	$25,000	($32,353)	-56.4%
State Grants	1,123,814	823,548	785,223	773,150	(12,073)	-1.5%
Service Charge	57,226	90,100	90,100	53,503	(36,597)	-40.6%
Total Operating Revenues	$2,075,569	$921,001	$932,676	$851,653	($81,023)	-8.7%
County Match	0	0	0	4,638	4,638	N/A
Fund Balance Appropriation	0	21,747	14,404	0	(14,404)	-100.0%
Total Revenues	$2,075,569	$942,748	$947,080	$856,291	($90,789)	-9.6%
Expenses						
Personal Services	$211,182	$221,690	$219,566	$176,990	($42,576)	-19.4%
Fringe Benefits	47,370	50,738	50,051	46,566	(3,485)	-7.0%
Operating Costs	958,344	9,550	29,266	26,497	(2,769)	-9.5%
Operating Contingency	0	16,118	16,118	0	(16,118)	-100.0%
Agency Funding	876,677	644,652	632,079	606,238	(25,841)	-4.1%
Total	$2,093,572	$942,748	$947,080	$856,291	($90,789)	-9.6%
Variance	($18,003)	$0	$0	$0		
Beginning Fund Balance	280,013					
Ending Fund Balance	$262,010					

SPECIAL REVENUE FUNDS

	FY2020 Actual	FY2021 Adopted	FY2021 Amended	FY2022 Adopted	$ Change from FY21 Amended	% Change
GRANT RELATED FUNDS:						
Child Support/Judicial Grants						
Revenues						
Federal Grants	$459,380	$592,823	$822,127	$589,372	($232,755)	-28.3%
State Grants	438,629	623,283	559,290	658,585	99,295	17.8%
Miscellaneous	0	0	647	0	(647)	-100.0%
Total Operating Revenues	$898,009	$1,216,106	$1,382,064	$1,247,957	($134,107)	-9.7%
County Match	101,181	146,564	137,445	116,710	(20,735)	-15.1%
Total Revenues	$999,190	$1,362,670	$1,519,509	$1,364,667	($154,842)	-10.2%
Expenses						
Personal Services	$440,297	$525,612	$433,296	$529,859	$96,563	22.3%
Fringe Benefits	144,427	272,979	275,015	272,502	(2,513)	-0.9%
Operating Costs	414,467	534,569	811,198	532,102	(279,096)	-34.4%
Operating Contingency	0	29,510	0	30,204	30,204	N/A
Total	$999,190	$1,362,670	$1,519,509	$1,364,667	($154,842)	-10.2%
Variance	$0	$0	$0	$0		
Beginning Fund Balance	0					
Ending Fund Balance	$0					
Public Safety Grants						
Revenues						
Federal Grants	$798,264	$765,811	$1,083,899	$789,997	($293,902)	-27.1%
State Grants	167,781	80,000	234,033	80,000	(154,033)	-65.8%
Miscellaneous	7,364	0	5,338	0	(5,338)	-100.0%
Total Operating Revenues	$973,408	$845,811	$1,323,270	$869,997	($453,273)	-34.3%
County Match	796,189	1,162,429	1,162,429	831,788	(330,641)	-28.4%
Total Revenues	$1,769,598	$2,008,240	$2,485,699	$1,701,785	($783,914)	-31.5%
Expenses						
Personal Services	$1,056,843	$1,234,153	$1,403,212	$1,021,391	($381,821)	-27.2%
Fringe Benefits	468,035	677,370	677,370	567,157	(110,213)	-16.3%
Operating Costs	164,142	96,717	318,117	113,237	(204,880)	-64.4%
Capital Outlay	80,578	0	87,000	0	(87,000)	-100.0%
Total	$1,769,598	$2,008,240	$2,485,699	$1,701,785	($783,914)	-31.5%
Variance	$0	$0	$0	$0		
Beginning Fund Balance	0					
Ending Fund Balance	$0					
Tourism Grant						
Revenue: State Grants	$28,534	$28,534	$54,788	$31,096	($23,692)	-43.2%
Expense: Operating Costs	$28,534	$28,534	$54,788	$31,096	($23,692)	-43.2%
Variance	$0	$0	$0	$0		
Beginning Fund Balance	0					
Ending Fund Balance	$0					

SPECIAL REVENUE FUNDS

	FY2020 Actual	FY2021 Adopted	FY2021 Amended	FY2022 Adopted	$ Change from FY21 Amended	% Change
GRANT RELATED FUNDS:						
Aging Grants						
Revenues						
Federal Grants	$832,925	$752,446	$1,335,407	794,421	($540,986)	-40.5%
State Grants	388,888	368,723	407,294	367,040	(40,254)	-9.9%
Service Charge	255,228	247,580	242,350	247,580	5,230	2.2%
Miscellaneous	26,327	54,200	114,369	49,600	(64,769)	-56.6%
Total Operating Revenues	$1,503,368	$1,422,949	$2,099,420	$1,458,641	($640,779)	-30.5%
County Match	30,600	17,980	17,980	25,540	7,560	42.0%
Fund Balance Appropriation	0	10,162	10,162	10,162	0	0.0%
Total Revenues	$1,533,968	$1,451,091	$2,127,562	$1,494,343	($633,219)	-29.8%
Expenses						
Personal Services	$787,622	$797,048	$963,000	$817,342	($145,658)	-15.1%
Fringe Benefits	33,313	33,920	33,920	20,340	(13,580)	-40.0%
Operating Costs	691,185	609,961	1,120,480	646,499	(473,981)	-42.3%
Debt Service	10,161	10,162	10,162	10,162	0	0.0%
Total	$1,522,281	$1,451,091	$2,127,562	$1,494,343	($633,219)	-29.8%
Variance	$11,687	$0	$0	$0		
Beginning Fund Balance	105,440					
Ending Fund Balance	$117,127					
Emergency Management Grants						
Revenues						
Federal Grants	$222,699	$102,691	$394,001	$103,577	($290,424)	-73.7%
State Grants	245,956	0	714,872	0	(714,872)	-100.0%
Miscellaneous	0	0	5,000	0	(5,000)	-100.0%
Total Operating Revenues	$468,655	$102,691	$1,113,873	$103,577	($1,010,296)	-90.7%
Transfers In	0	18,622	18,622	18,622	0	0.0%
County Match	102,691	84,069	84,069	84,956	887	1.1%
Total Revenues	$571,346	$205,382	$1,216,564	$207,155	($1,009,409)	-83.0%
Expenses						
Personal Services	$212,926	$168,138	$195,928	$169,911	($26,017)	-13.3%
Fringe Benefits	1,589	0	2,210	0	(2,210)	-100.0%
Operating Costs	294,696	37,244	672,260	37,244	(635,016)	-94.5%
Capital Outlay	62,135	0	346,166	0	(346,166)	-100.0%
Total	$571,346	$205,382	$1,216,564	$207,155	($1,009,409)	-83.0%
Variance	$0	$0	$0	$0		
Beginning Fund Balance	0					
Ending Fund Balance	$0					

SPECIAL REVENUE FUNDS

	FY2020 Actual	FY2021 Adopted	FY2021 Amended	FY2022 Adopted	$ Change from FY21 Amended	% Change
GRANT RELATED FUNDS:						
Community Development Block Grants						
Revenues						
Federal Grants	$48,411	$0	$1,211,374	$0	($1,211,374)	-100.0%
State Grants	0	0	133,333	0	(133,333)	-100.0%
Miscellaneous	5,566	0	0	0	0	N/A
Total Operating Revenues	$53,977	0	1,344,707	0	(1,344,707)	-100.0%
County Match	20,000	0	10,000	0	(10,000)	-100.0%
Fund Balance Appropriation	0	0	5,582	0	(5,582)	-100.0%
Total Revenues	$73,977	$0	$1,360,289	$0	($1,360,289)	-100.0%
Expenses						
Personal Services	$8,968	$0	$25,000	$0	($25,000)	-100.0%
Operating Costs	11,016	0	458,700	0	($458,700)	-100.0%
Agency Funding	48,411	0	876,589	0	(876,589)	-100.0%
Total	$68,395	$0	$1,360,289	$0	($1,360,289)	-100.0%
Variance	$5,582	$0	$0	$0		
Beginning Fund Balance	0					
Ending Fund Balance	$5,582					
Planning Grants						
Revenues						
State Grants	$20,086	$5,000	$68,914	$0	($68,914)	-100.0%
Total Operating Revenues	$20,086	$5,000	$68,914	$0	($68,914)	-100.0%
County Match	0	0	16,000	0	(16,000)	-100.0%
Total Revenues	$20,086	$5,000	$84,914	$0	($84,914)	-100.0%
Expenses						
Personal Services	$3,806	$3,806	$0	$0	$0	N/A
Fringe Benefits	1,194	1,194	0	0	0	N/A
Operating Costs	15,086	0	84,914	0	(84,914)	-100.0%
Total	$20,086	$5,000	$84,914	$0	($84,914)	-100.0%
Variance	$0	$0	$0	$0		
Beginning Fund Balance	0					
Ending Fund Balance	$0					
Economic Development Loan Programs						
Revenues						
Interest	$11,946	$0	$0	$0	$0	N/A
Miscellaneous	139,052	0	0	0	0	N/A
Total Operating Revenues	$150,999	$0	$0	$0	$0	N/A
Fund Balance Appropriation	0	275,000	275,000	275,000	0	0.0%
County Match	200,000	0	0	0	0	N/A
Total Revenues	$350,999	$275,000	$275,000	$275,000	$0	0.0%
Expenses						
Operating Costs	$146,088	$275,000	$275,000	$275,000	$0	0.0%
Agency Funding	37,500	0	0	0	0	N/A
Total	$183,588	$275,000	$275,000	$275,000	$0	0.0%
Variance	$167,410	$0	$0	$0		
Beginning Fund Balance	792,152					
Ending Fund Balance	$959,562					

SPECIAL REVENUE FUNDS

	FY2020 Actual	FY2021 Adopted	FY2021 Amended	FY2022 Adopted	$ Change from FY21 Amended	% Change
SERVICE CHARGE RELATED FUNDS:						
Cable TV/I-Net Fund						
Revenues						
State Grants	$47,000	$0	$0	$0	$0	N/A
Service Charges	3,457,418	3,423,100	3,423,100	3,354,700	(68,400)	-2.0%
Total Operating Revenues	$3,504,418	$3,423,100	$3,423,100	$3,354,700	($68,400)	-2.0%
Fund Balance Appropriation	0	200,000	3,134,500	130,700	(3,003,800)	-95.8%
Total Revenues	$3,504,418	$3,623,100	$6,557,600	$3,485,400	($3,072,200)	-46.8%
Expenses						
Personal Services	$1,121,781	$1,139,800	$1,122,800	$1,154,400	$31,600	2.8%
Fringe Benefits	280,178	290,500	290,500	285,200	(5,300)	-1.8%
Operating Costs	546,644	780,000	755,110	764,400	9,290	1.2%
Agency Funding	41,024	145,800	3,080,300	360,500	(2,719,800)	-88.3%
Debt Service	0	8,200	8,200	8,200	0	0.0%
Operating Contingency	0	286,600	107,630	79,500	(28,130)	-26.1%
Transfer Out	182,735	918,700	918,700	718,700	(200,000)	-21.8%
Capital Outlay/Maintenance	14,140	0	220,860	61,000	(159,860)	-72.4%
Equipment Reserve	0	53,500	53,500	53,500	0	0.0%
Total	$2,186,502	$3,623,100	$6,557,600	$3,485,400	($3,072,200)	-46.8%
Variance	$1,317,915	$0	$0	$0		
Beginning Fund Balance	7,956,498					
Annual Equipment Reserve Contribution	53,500					
Ending Fund Balance	$9,327,913					
Nuisance Abatement Fund						
Revenue: Service Charges	$79,383	$100,000	$100,000	$100,000	$0	0.0%
Expense: Operating Costs	$77,524	$100,000	$100,000	$100,000	$0	0.0%
Variance	$1,859	$0	$0	$0		
Beginning Fund Balance	17,015					
Ending Fund Balance	$18,874					
Housing Special Loans						
Service Charges	$210,311	$404,500	$468,298	$404,500	($63,798)	-13.6%
Total Operating Revenues	$210,311	$404,500	$468,298	$404,500	($63,798)	-13.6%
County Match	0	500	500	0	(500)	-100.0%
Total Revenues	$210,311	$405,000	$468,798	$404,500	($64,298)	-13.7%
Expense: Operating Costs	$45,150	$405,000	$468,798	$404,500	($64,298)	-13.7%
Variance	$165,161	$0	$0	$0		
Beginning Fund Balance	259					
Ending Fund Balance	$165,420					

SPECIAL REVENUE FUNDS

	FY2020 Actual	FY2021 Adopted	FY2021 Amended	FY2022 Adopted	$ Change from FY21 Amended	% Change
SERVICE CHARGE RELATED FUNDS:						
Sheriff's Special Programs						
Revenues						
Licenses	$8,575	$33,000	$33,000	$33,000	$0	0.0%
Fines & Forfeitures	26,940	22,700	22,700	22,700	0	0.0%
Miscellaneous	500	0	0	0	0	N/A
Total Operating Revenues	$36,015	$55,700	$55,700	$55,700	$0	0.0%
Total Revenues	$36,015	$55,700	$55,700	$55,700	$0	0.0%
Expenses						
Personal Services	$92,719	$38,000	$38,000	$38,000	$0	0.0%
Fringe Benefits	28,510	0	0	0	0	N/A
Operating Costs	7,890	17,700	17,700	17,700	0	0.0%
Total	$129,119	$55,700	$55,700	$55,700	$0	0.0%
Variance	($93,104)	$0	$0	$0		
Beginning Fund Balance	165,973					
Ending Fund Balance	$72,869					
Drug Forfeitures						
Revenues						
Federal Grants	$60,562	$42,400	$42,400	$42,400	$0	0.0%
Fines & Forfeitures	104,978	108,000	108,000	62,000	(46,000)	-42.6%
Interest	34	100	100	100	0	0.0%
Miscellaneous	(448)	0	0	0	0	N/A
Total Operating Revenues	$165,127	$150,500	$150,500	$104,500	($46,000)	-30.6%
Fund Balance Appropriation	0	56,000	58,500	5,000	(53,500)	-91.5%
Total Revenues	$165,127	$206,500	$209,000	$109,500	($99,500)	-47.6%
Expenses						
Operating Costs	$41,834	$144,500	$147,000	$109,500	($37,500)	-25.5%
Total	$41,834	$206,500	$209,000	$109,500	($99,500)	-47.6%
Variance	$123,293	$0	$0	$0		
Beginning Fund Balance	749,073					
Ending Fund Balance	$872,366					
Southern Maryland Criminal Justice Academy						
Revenues						
Local Government	$174,413	$161,400	$131,200	$88,000	($43,200)	-32.9%
Service Charges	775	8,000	8,000	8,000	0	0.0%
Total Operating Revenues	$175,188	$169,400	$139,200	$96,000	($43,200)	-31.0%
Transfers In	79,460	80,700	80,700	77,500	(3,200)	-4.0%
Fund Balance Appropriation	0	17,300	17,300	42,500	25,200	145.7%
Total Revenues	$254,648	$267,400	$237,200	$216,000	($21,200)	-8.9%
Expenses						
Personal Services	$91,229	$94,000	$39,700	$0	($39,700)	-100.0%
Fringe Benefits	15,214	16,100	6,300	0	(6,300)	-100.0%
Operating Costs	250,936	157,300	191,200	206,000	14,800	7.7%
Transfers Out	12,100	0	0	0	0	N/A
Capital Outlay	5,027	0	0	10,000	10,000	N/A
Total	$374,506	$267,400	$237,200	$216,000	($21,200)	-8.9%
Variance	($119,858)	$0	$0	$0		
Beginning Fund Balance	285,101					
Ending Fund Balance	$165,243					

SPECIAL REVENUE FUNDS

	FY2020 Actual	FY2021 Adopted	FY2021 Amended	FY2022 Adopted	$ Change from FY21 Amended	% Change
SERVICE CHARGE RELATED FUNDS:						
Animal Shelter \ Control						
Revenues						
Service Charges	$83,555	$81,200	$81,200	$87,100	$5,900	7.3%
Miscellaneous	73,882	16,600	16,600	16,500	(100)	-0.6%
Total Operating Revenues	$157,438	$97,800	$97,800	$103,600	$5,800	5.9%
Fund Balance Appropriation	0	0	19,500	0	(19,500)	-100.0%
Total Revenues	$157,438	$97,800	$117,300	$103,600	($13,700)	-11.7%
Expenses						
Personal Services	$9,314	$19,600	$19,025	$21,200	$2,175	11.4%
Fringe Benefits	5,150	2,300	2,300	1,800	(500)	-21.7%
Operating Costs	74,284	75,900	95,975	80,600	(15,375)	-16.0%
Total	$88,748	$97,800	$117,300	$103,600	($13,700)	-11.7%
Variance	$68,690	$0	$0	$0		
Beginning Fund Balance	169,948					
Ending Fund Balance	$238,638					
Law Library						
Revenues						
Service Charges	$24,069	$23,200	$23,200	$27,300	$4,100	17.7%
Fines & Forfeitures	15,273	13,700	13,700	13,000	(700)	-5.1%
Miscellaneous	354	600	600	200	(400)	-66.7%
Total Operating Revenues	$39,696	$37,500	$37,500	$40,500	$3,000	8.0%
Transfers In	28,000	28,000	28,000	28,000	0	0.0%
Total Revenues	$67,696	$65,500	$65,500	$68,500	$3,000	4.6%
Expenses						
Operating Costs	$59,726	$65,500	$65,500	$68,500	$3,000	4.6%
Total	$59,726	$65,500	$65,500	$68,500	$3,000	4.6%
Variance	$7,970	$0	$0	$0		
Beginning Fund Balance	27,438					
Ending Fund Balance	$35,408					

TOTAL SPECIAL REVENUE FUNDS

Total Revenues	$44,781,641	$42,903,014	$49,619,064	$42,816,893	($6,802,171)	-13.7%
Total Expenses	$42,878,826	$42,903,014	$49,619,064	$42,816,893	($6,802,171)	-13.7%
Variance	$1,902,815	$0	$0	$0		
Beginning Fund Balance	29,109,422					
Annual Cable Fund Equipment Reserve Contribution	53,500					
Total Ending Fund Balance	$31,065,737					

NOTE: Two new Special Revenue Funds were established for the Maryland Relief Act and the American Rescue Plan Act (ARPA) of 2021 per the external auditor's recommendation. These two funds are not included in the chart above as these funds were established outside of the normal budget process and are considered one-time in nature.

Cable TV/I-Net

Department: Cable TV/I-Net
Division\Program: Administrative Services
Program Administ Jennifer Harris, Public Information Officer/Chief of Media Services
Evelyn Jacobson, Chief of Information Technology

Account: 48 Fund
Fund: Special Rev.
Source: Srvc. Charge

https://www.charlescountymd.gov/government/departments/fiscal-and-administrative-services/information-technology-division

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2021 Amended	FY2022 Adopted	$ Change FY2021 Adopted	% Chg.
Personal Services	$1,121,781	$1,139,800	$1,122,800	$1,154,400	$14,600	1.3%
Fringe Benefits	280,179	290,500	290,500	285,200	(5,300)	-1.8%
Operating Costs	482,414	700,500	755,110	748,400	47,900	6.8%
Agency Funding	41,024	145,800	3,080,300	423,000	277,200	190.1%
Debt Service	0	8,200	8,200	8,200	0	0.0%
Operating Contingency	0	286,600	41,130	13,000	(273,600)	-95.5%
Transfers Out	182,735	918,700	985,200	718,700	(200,000)	-21.8%
Capital Outlay/Maintenance	78,370	79,500	220,860	81,000	1,500	1.9%
Equipment Reserve	53,500	53,500	53,500	53,500	0	0.0%
Total Expenditures	$2,240,003	$3,623,100	$6,557,600	$3,485,400	($137,700)	-3.8%
Revenues	$3,828,418	$3,623,100	$6,557,600	$3,485,400	($137,700)	-3.8%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** were adjusted for reduction in a part time position, turnover and approved salary increases for FY2022.
- **Operating Costs** is due to adjustments to current trends and cost of software and upgrades.
- **Debt Service** budget is for bank financing of a small cargo van for the CCGTV Division.
- **Agency Funding** represents funds provided to the College of Southern Maryland for public TV broadcasts. Funding is also provided to the Board of Education to run separate fiber from the Waldorf Head End to Diggs Elementary School and Davis Middle School. They currently have limited fiber that runs through North Point High School.
- **Operating Contingency** is to cover any revenue shortfalls and/or expenditure overages.
- **Transfers Out** represents the funding for 50% match on the Mass Notification System Grant as well as funding provided to support the General Fund. The funding to the general fund was reduced for FY2022.
- **Capital Outlay** is the associated cost for replacing equipment and other infrastructure as needed.
- **Equipment Reserve** is used for future replacement of the network core switch and other infrastructure.

Description:

The I-Net is a wide area communications network linking over 100 county government, educational & public sites. It provides high capacity, cost effective, voice, video & data applications including video conferencing, distance learning/ training, Internet access & security monitoring, and central & expanded communications services.

The maintenance and operation of the I-Net is covered by this fund.

CCGTV SUPPORT SERVICES

VIDEO PRODUCTION
-Provide installation/maintenance support for Commissioner Room HD Video Cameras.
-Provide installation/maintenance support for Commissioner Room HF Audio system.
-Provide installation/maintenance support for Nonlinear Real-Time Video editing system.
-Provide installation/maintenance support for Video Scheduling/Play Back system.
-Provide installation/maintenance support for Video Server Storage system.
-Provide installation/maintenance support for Real-Time Web Streaming Video system.
-Provide installation/maintenance/production support for Web Media File production of Commissioner's meetings.

VIDEO CAPTIONING
-Create MP3 file for each Commissioner meeting.
-Coordinate Transcription Process.
-Convert Captioned Video for Web Media Format.
-Render Captioned Video for broadcast.
-Archive/Catalog Video Files.

Cable TV/I-Net

Department: Cable TV/I-Net — Account: 48 Fund
Division\Program: Administrative Services — Fund: Special Rev.
Program Administ Jennifer Harris, Public Information Officer/Chief of Media Services — Source: Srvc. Charge
Evelyn Jacobson, Chief of Information Technology

Positions:	**FY18**	**FY19**	**FY20**	**FY21**	**FY22**
Title	**FTE**	**FTE**	**FTE**	**FTE**	**FTE**
Public Info. Officer / Chief of Media Services	1.0	1.0	1.0	1.0	1.0
Lead Video Producer	1.0	1.0	1.0	1.0	1.0
Video Production Specialist	2.0	2.0	2.0	2.0	2.0
Media Services Project Manager	1.0	1.0	1.0	1.0	1.0
Community Engagement Coordinator	0.0	1.0	1.0	1.0	1.0
Assistant Graphics Designer	1.0	0.0	0.0	0.0	0.0
Public Information Specialist	1.0	1.0	1.0	1.0	1.0
Communications Coordinator	1.0	1.0	1.0	1.0	1.0
Chief Information Technology	0.5	0.5	0.5	0.5	0.5
Network Manager	0.3	0.3	0.3	0.3	0.3
I.T. Security Analyst	1.0	1.0	1.0	0.0	0.0
Broadband and Cable Manager	0.0	0.0	1.0	1.0	1.0
Network Specialist III	1.8	1.8	1.8	1.8	1.8
Telecommunication Specialist	1.0	1.0	1.0	1.0	1.0
Technical Support Specialist	0.7	0.7	0.7	0.7	0.5
Part Time Help	3.8	4.6	4.7	4.7	4.2
Total Full Time Equivalent	**17.2**	**18.0**	**19.1**	**18.1**	**17.3**

Objectives & Measurements:	**FY18 Actual**	**FY19 Actual**	**FY20 Actual**	**FY21 Projected**	**FY22 Estimated**
Objective: To inform the media/press/public, within 5 days of important and relevant County Government events.					
- YouTube Video views	N/A	1,384,000	205,768	250,000	300,000
- Social Media Reach % increase	N/A	0	9.58%	10.00%	10.00%
- News Release/Media Pitch Pickup	N/A	1	92.00%	95.00%	95.00%
- Enewsletter Open Rate	N/A	0	26.83%	22.00%	22.00%

- Achieves Commissioners 2019-2021 Goals and Objectives: Goal #2, Institutional Governance and Policy - Operational Excellence

Department: Circuit Court
Division\Program: Law Library
Program Administrator: Honorable H. Jay West, County Administrative Judge
http://www.mdcourts.gov/clerks/charles/lawlibrary.html

Account: 33.09.10
Fund: Special Rev.
Source: Srvc. Charge

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2021 Amended	FY2022 Adopted	$ Change FY2021 Amended	% Chg.
Operating Costs	$59,726	$65,500	$65,500	$68,500	$3,000	4.6%
Total Expenditures	$59,726	$65,500	$65,500	$68,500	$3,000	4.6%

Changes and Useful Information:

- Increase in **Operating Costs** is due to anticipated contractual services to effectively provide information to users of the Law Library via the online legal resource services. Anticipate reduction to return of Bail Bonds revenue to offset this expense. General fund support that was added starting in FY2019 remains flat at FY2020 and FY2021 level. General Fund support is due to the Justice Reinvestment Act which dictates that a defendant either be incarcerated without bond or released on personal recognizance thereby reducing bond forfeiture revenues that support Law Library operations.

Description:

Pursuant to the provisions of Section 7-204(j) of the Courts and Judicial Proceedings Article of the Code of Maryland, certain fees collected by the Clerk of the Circuit Court shall be placed in a special account to be known as the Charles County Law Library Fund. This Fund shall be used only for the general use of the Circuit Court Law Library for the acquisition of books and other publications, library equipment, and for other necessary expenses, as determined by the County Administrative Judge.

In addition, Sections 7-507(b) and 507(c)(4) of the Courts and Judicial Proceedings Article of the Code of Maryland provide that a portion of the fines imposed by, and recognizances forfeited to, a circuit court shall be used to augment the court law library. Five percent (5%) is retained by the State; 45% is allocated to County Government; and 50% is allocated to the Law Library. These percentages are determined by Statute.

Department: Animal Control Services
Division/Program: Animal Shelter/Animal Control Donations & Adoption Medical Services
Program Administrator: Edward Tucker, Chief of Animal Control Services
https://www.charlescountymd.gov/services/animal-care-control

Account: 21 Fund
Fund: Special Rev.
Source: Srvc. Charge

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2021 Amended	FY2022 Adopted	$ Change FY2021 Amended	% Chg.
Personal Services	$9,314	$19,600	$19,025	$21,200	$2,175	11.4%
Fringe Benefits	5,150	2,300	2,300	1,800	(500)	-21.7%
Operating Costs	74,284	75,900	95,975	80,600	(15,375)	-16.0%
Total Expenditures	$88,748	$97,800	$117,300	$103,600	($13,700)	-11.7%

Changes and Useful Information:

- The **Personal Services** and **Fringe Benefits** increase is due to adjustments to the part time scale.
- The **Operating Costs** decrease is due to one time use of fund balance for Adoption/Medical Service expenses. Promotions and programs were pre-approved by the shelter's advisory committee and with the adoption fees at a reduced rate or free.

Description:

The Tri-County Animal Shelter receives in excess of 6,000 animals a year from Charles and St. Mary's Counties. Every dog and cat that is adopted from the shelter is spayed or neutered by one of the many veterinarians participating in the shelter's program. This program is designed to ensure that 100% percent of the dogs and cats adopted are spayed or neutered before going into their new home.
All citizens adopting an animal pay a flat fee of $85 per cat and $150 per dog. Reduced rates are offered through special pet promotions. This adoption fee includes the cost of the spay/neuter surgery, a rabies shot, a first distemper vaccine, deworming (roundworm), microchip, and physical exam by a veterinarian. The fees also include heartworm screening for dogs over 6 months old, and feline leukemia/FIV screening for cats.

The adoption fees collected also supports the cost of a transport van and part time driver that takes the animals to the veterinarian along with other costs associated with the adoption program. Calvert County opened their own shelter facility in 2019. Charles and St. Mary's Counties jointly operate the current shelter.

Department: Animal Control Services — Account: 21 Fund
Division/Program: Animal Shelter/Animal Control Donations & Adoption; Medical Services — Fund: Special Rev.
Program Administrator: Edward Tucker, Chief of Animal Control Services — Source: Srvc. Charge

Positions:	**FY18**	**FY19**	**FY20**	**FY21**	**FY22**
Title	**FTE**	**FTE**	**FTE**	**FTE**	**FTE**
Part Time	0.6	0.6	0.6	0.6	0.6
Total Full Time Equivalent	**0.6**	**0.6**	**0.6**	**0.6**	**0.6**

Objectives & Measurements:	**FY17 Actual**	**FY18 Actual**	**FY19 Actual**	**FY20 Projected**	**FY21 Estimated**
Objective: Tracking of activities allows management to access the effectiveness of the spay/neuter adoption program and determine if changes in fee structures is necessary. Tracking of donation account funds and their use allows management to effectively make requests to charitable organizations for grant monies through support of matching funds.					
# of animals adopted	947	947	929	935	940
-% of total received (ARRA's)	14.8%	16.2%	18.0%	17.5%	17.7%

Adoptable, Rescuable, Reclaimable Animals

- Achieves Commissioners 2019-2021 Goals and Objectives: Goal 5, Quality of Life

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Department: Sheriff's Office — Account: 12 Fund
Division\Program: Public Safety Grants — Fund: Special Rev.
Program Administrator: Troy D. Berry, Sheriff — www.ccso.us — Source: Grant

Expenditure Category	**FY2020 Actual**	**FY2021 Adopted**	**FY2021 Amended**	**FY2022 Adopted**	**$ Change FY2021 Amended**	**% Chg.**
Personal Services	$1,056,843	$1,234,153	$1,403,212	$1,021,391	($381,821)	-27.2%
Fringe Benefits	468,035	677,370	677,370	567,157	(110,213)	-16.3%
Operating Costs	164,142	96,717	318,117	113,237	(204,880)	-64.4%
Capital Outlay	80,578	0	87,000	0	(87,000)	-100.0%
Total Expenditures	$1,769,598	$2,008,240	$2,485,699	$1,701,785	($783,914)	-31.5%

Changes and Useful Information:

- Due to the uncertain nature of grant funding, funds are budgeted upon award or carried over as appropriate. Therefore, the FY2022 budget is for the following grant programs: Child Support, Maryland Vehicle Theft, Byrne Justice Assistance, Heroin Coordinator, and Community Oriented Policing (COPS).
- Other grants approved throughout the year are amended accordingly which typically supports officer overtime, officer travel expenses and training, one time programs, and capital expenses.

Description:

In a cooperative effort, the Charles County Sheriff's Office (CCSO) and the County Commissioners are constantly vigil in their search for State and Federally funded programs. These programs, when funded, enhance the law enforcement effort at a much reduced cost to the citizens of Charles County.

Child Support

This grant funding for the CCSO provides services pertaining to the relocation of absent parents/obligators in child support cases which includes the processing and serving of summonses, warrants and writs of attachment received from the courts. Procedures are implemented whereby the program personnel of the Sheriff's Office interacted with officials of the Charles County Department of Social Services, and Child Support Enforcement Administration, the Courts, and the Department of Human Resources.

Auto Theft

Maryland Vehicle Theft Prevention – Receive partial funding for two officers to curtail the rising crimes of auto theft and car jacking.

Heroin Coordinator Grant Program

Partial state grant funds allow the County to hire a full-time heroin coordinator to promote a coordinated law enforcement and investigative strategy to battle the heroin epidemic through cooperation and data sharing.

Department:	Sheriff's Office	Account:	12 Fund
Division\Program:	Public Safety Grants	Fund:	Special Rev.
Program Administrator:	Troy D. Berry, Sheriff	Source:	Grant

Public Safety Partnership and Community Policing Grants

Federal funds are provided to advance public safety through community policing by addressing the full-time sworn office needs of state, local and tribal law enforcement agencies to hire new and/or rehire career law enforcement officers, and to increase their community policing capacity and crime prevention.

The County was awarded a multi-year Community Oriented Policing (COPS) grant to hire two School Resource Officers. These officers will be deployed to address problems in and around primary and secondary schools such as gangs, drug activities, expand crime prevention efforts for students, educate youth in crime prevention and safety, develop or expand community justice initiatives for students, train students in conflict resolution, restorative justice and crime awareness and assist in developing school policy that addresses crime.

Positions:	**FY18**	**FY19**	**FY20**	**FY21**	**FY22**
Title	**FTE**	**FTE**	**FTE**	**FTE**	**FTE**
Sworn Officers	9.0	9.0	9.0	11.0	11.0
Child Support Coordinator	1.0	1.0	1.0	1.0	1.0
Child Support Civil Processor	1.0	1.0	1.0	1.0	1.0
Heroin Coordinator	1.0	1.0	1.0	1.0	1.0
Drug Court Coordinator	0.3	0.3	0.3	0.3	0.3
Part Time Positions	1.8	1.8	1.8	1.8	1.8
Total Full Time Equivalent	**14.1**	**14.1**	**14.1**	**16.1**	**16.1**

Objectives & Measurements:	**FY18 Actual**	**FY19 Actual**	**FY20 Actual**	**FY21 Projected**	**FY22 Estimated**
Child Support Grant					
Serve summonses/show cause/subpoenas and execute writs/warrants/body attachments relative to enforcement of child support program.					
# of summonses/show cause/subpoenas to be served	892	565	498	320	320
# of writs/warrant/body attachment to be executed	299	295	237	130	185

Decrease in the number of warrants and summonses received from the courts attributed mainly to the reorganization of MD Department of Human Services, Child Support Administration to include hiring new staff and the movement of personnel from the SAO to the AG.

Department:	Emergency Services	Account:	49 Fund
Division\Program:	Emergency Management	Fund:	Special Rev.
Program Administrator:	Michelle Lilly, Director of Emergency Services	Source:	Grant

https://www.charlescountymd.gov/services/emergency-services

Expenditure Category	**FY2020 Actual**	**FY2021 Adopted**	**FY2021 Amended**	**FY2022 Adopted**	**$ Change FY2021 Amended**	**% Chg.**
Personal Services	$212,926	$168,138	$195,928	$169,911	($26,017)	-13.3%
Fringe Benefits	1,589	0	2,210	0	(2,210)	-100.0%
Operating Costs	294,696	37,244	672,260	37,244	(635,016)	-94.5%
Capital Outlay	62,135	0	346,166	0	(346,166)	-100.0%
Total Expenditures	$571,346	$205,382	$1,216,564	$207,155	($1,009,409)	-83.0%

Changes and Useful Information:

- The FY2022 budget is for the Emergency Management Performance Grant (EMPG). Budget Amendments are executed for the rollover funds and any mid-year awards which affects **all spending categories.**
- The **Capital Outlay** decrease is due to one-time capital items which are budgeted upon grant award(s).
  -The FY2020 Actual and FY2021 Amended includes funding provided by the State of Maryland's Emergency Number System Board (ENSB) which utilizes State funds to enhance the 9-1-1 system to Next Generation 911.
- Other grants approved throughout the year are amended accordingly which typically supports overtime, travel expenses and training, one time programs, and capital expenses.

Department:	Emergency Services	Account:	49 Fund
Division\Program:	Emergency Management	Fund:	Special Rev.
Program Administrator:	Michelle Lilly, Director of Emergency Services	Source:	Grant

Description:

Emergency Management Performance Grant (EMPG) Program
EMPG funds are provided to structure emergency management programs based on identified needs and priorities to strengthen their ability to support emergency management mission areas while simultaneously addressing issues of national concern as identified in the National Priorities and Target Capabilities List of the National Preparedness Goal. The EMPG program is designed to assist States and urban areas to enhance and strengthen emergency management capabilities. The building of working partnerships between government, business, volunteer, and community organizations is key to program success and highly encouraged. These funds support the County's Mass Notification System and the personnel within Emergency Services Administration.

Positions:

Title	FY18 FTE	FY19 FTE	FY20 FTE	FY21 FTE	FY22 FTE
Allocation from General Fund	0.8	0.8	0.7	0.7	0.8
Total Full Time Equivalent	**0.8**	**0.8**	**0.7**	**0.7**	**0.8**

Department:	Volunteer Fire Protection & Emergency Medical Services/LOSAP	Account:	26 Fund
Division\Program:	Charles Co. Volunteer Fireman's Association (CCVFA) &	Fund:	Spec. Rev
	Charles Co. Assoc. of Emergency Medical Svcs. (CCAEMS)	Source:	Prop. Tax
Program Administrator:	Rick Bowie, CCVFA President / Lisa Yates, CCAEMS President		

https://www.charlescountymd.gov/services/emergency-services/volunteer-fire-and-ems

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2021 Amended	FY2022 Adopted	$ Change FY2021 Amended	% Chg.
Personal Services	$15,000	$15,000	$15,000	$15,000	$0	0.0%
Operating Costs	0	7,800	7,800	7,800	0	0.0%
Agency Funding	13,582,691	13,812,571	13,812,571	14,405,471	592,900	4.3%
Total Expenditures	$13,597,691	$13,835,371	$13,835,371	$14,428,271	$592,900	4.3%

Changes and Useful Information:

- Increase in **Agency Funding** is the net result of increased property tax revenue allocation for FY2022.

Description:

The Charles County Fire & Emergency Medical Services (EMS) Associations represent 12 volunteer joint Fire/EMS organizations, 2 independent fire companies, and 3 independent volunteer EMS companies. There is also one volunteer independent dive/rescue company to provide service for water related emergencies. These organizations are located in La Plata, Hughesville, Waldorf, Nanjemoy, Benedict, Cobb Island, Potomac Heights, the 10th district, Indian Head, Bel Alton, Bryan's Road, Westlake (Waldorf), Newburg, Ironsides, White Plains, and Dentsville.

The funding source for the expenditure budgets listed are from a County wide fire and rescue property tax and a State of Maryland Amoss grant. The Fire and Rescue Tax is based on $.064 per assessed value of real property and $.16 per assessed value of business property. The tax is broken down as follows: 62.50% for fire, 31.25% for EMS and 6.25% for the Length of Service Awards Program (LOSAP). Donations, fundraising and other sources of revenue are reported separately within each organizations financial statements.

The Volunteer Fire and Rescue organizations are independent companies, each operated under an elected body of operational and administrative officers. The business affairs of each organization are managed by the Board of Directors and membership vote. The goals of these Associations include outstanding performance in the following areas: fire protection, fire prevention, volunteer retention and emergency medical services (basic and advanced life support).

Positions:

There are nearly 1,200 active volunteers within the fire and emergency medical services system. Most of these have accumulated Length of Service Award Program Points.

Department: State's Attorney Office\Sheriff\Commissioners — Account: 22 Fund
Division\Program: Drug Forfeitures — Fund: Special Rev.
Program Administrator: State's Attorney Office\Sheriff\Commissioners — Source: Srvc. Charge

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2021 Amended	FY2022 Adopted	$ Change FY2021 Amended	% Chg.
Personal Services	$0	$62,000	$62,000	$0	($62,000)	-100.0%
Operating Costs	41,834	144,500	147,000	109,500	(37,500)	-25.5%
Total Expenditures	$41,834	$206,500	$209,000	$109,500	($99,500)	-47.6%

Changes and Useful Information:

- Decrease in **Personal Services** is due to one time support of an Assistant State's Attorney in FY2021.
- Decrease in **Operating Costs** are due to one time use of additional Commissioner forfeiture funds for project graduation and Sheriff's Office drug forfeitures funds for one time equipment costs in FY2021.

Description:

Drug Forfeitures budgets are established based on current initiatives and program needs. This budget is used to manage the funds resulting from drug forfeitures. These funds are difficult to budget due to their unpredictability. The State's Attorney Office is designated as the forfeiting agent for drug forfeitures involving personal property, including vehicles, money, and real

Federal Asset Forfeiture / Equitable Share Program

The primary purpose of the federal asset forfeiture program is law enforcement: To deter crime by depriving criminals of the profits and proceeds of their illegal activities and to weaken criminal enterprises by removing the instrumentalities of crime.

Shared funding is given to supporting law enforcement operations to result in further seizures and forfeitures, which includes additional training and equipment and part-time salaries, limited to one year, to carry out the operations.

Local and State Asset Forfeiture Program

Per County Commissioners of Charles County, Maryland Resolution No. 98-18, appropriation of funds is split at 30% State Attorney's Office, 20% County Commissioners Office, and 50% Sheriff's Office. Monies can only be spent as outlined in the Code of Charles County, Chapter 164 - Drug Enforcement and Education Special Reserve Fund to finance costs associated with the administration of drug enforcement and education by the Sheriff of Charles County, the State Attorney of Charles County and related agencies. Funds appropriated to the Sheriff of Charles County is for the purpose of drug and crime prevention, education and enforcement programs, investigations and narcotics-related equipment.

Positions:

Title	FY18 FTE	FY19 FTE	FY20 FTE	FY21 FTE	FY22 FTE
Assistant State's Attorney	0.0	0.0	0.0	1.0	0.0
Total Full Time Equivalent	**0.0**	**0.0**	**0.0**	**1.0**	**0.0**

Department: Sheriff's Office — Account: 18 Fund
Division\Program: Sheriff's Special Programs — Fund: Special Rev.
Program Administrator: Troy D. Berry, Sheriff — www.ccso.us — Source: Srvc. Charge

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2021 Amended	FY2022 Adopted	$ Change FY2021 Amended	% Chg.
Personal Services	$92,719	$38,000	$38,000	$38,000	$0	0.0%
Fringe Benefits	28,510	0	0	0	0	N/A
Operating Costs	7,890	17,700	17,700	17,700	0	0.0%
Total Expenditures	$129,119	$55,700	$55,700	$55,700	$0	0.0%

Changes and Useful Information:

- **Personal Services, Fringe Benefits,** and **Operating cost** remain flat for FY2022. In FY2021, the Volunteers in Community Service (VICS) program was moved to the County's General Fund due to the reduction of revenue from fines levied and is no longer considered a service charge related program.

Department:	Sheriff's Office		Account:	18 Fund
Division\Program:	Sheriff's Special Programs		Fund:	Special Rev.
Program Administrator:	Troy D. Berry, Sheriff	www.ccso.us	Source:	Srvc. Charge

Description:

Criminal Justice Program/Urinalysis

Urinalysis is a test done at the Charles County Correctional facility. Participants on work release, juveniles, court orders, social services, parole and probation, and random in house workers can be tested for the use of drugs and alcohol. The goal of the testing is to ensure that staff safety, facility security and contraband control are not compromised by the use of drugs or alcohol.

Towing Service Permit Program

Per Chapter 287-19 through 287-32, the County added towing regulations to safeguard the public interests against predatory towing by authorizing the County's Sheriff's Office (CCSO) to maintain the Towing Service Permit Program. The CCSO enforces the rules and regulations for the licensing, maintenance and operations of towing companies in Charles County.

Positions:

Title	FY18 FTE	FY19 FTE	FY20 FTE	FY21 FTE	FY22 FTE
VICS Supervisor	1.0	1.0	1.0	0.0	0.0
VICS Specialist	2.0	2.0	1.0	0.0	0.0
Correctional Officer	0.4	0.4	0.4	0.0	0.0
Towing Program - Officer	0.0	0.4	0.4	0.4	0.4
Part-time positions	0.6	0.6	0.6	0.0	0.0
Total Full Time Equivalent	**4.0**	**4.4**	**3.4**	**0.4**	**0.4**

Department:	Sheriff's Office		Account:	44 Fund
Division\Program:	Southern Maryland Criminal Justice Academy		Fund:	Special Rev.
Program Administrator:	Troy D. Berry, Sheriff	www.ccso.us	Source:	Reimburse

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2021 Amended	FY2022 Adopted	$ Change FY2021 Amended	% Chg.
Personal Services	$91,229	$94,000	$39,700	$0	($39,700)	-100.0%
Fringe Benefits	15,214	16,100	6,300	0	(6,300)	-100.0%
Operating Costs	250,936	157,300	191,200	206,000	14,800	7.7%
Transfers Out	12,100	0	0	0	0	
Capital Outlay	5,027	0	0	10,000	10,000	NEW
Total Expenditures	$374,506	$267,400	$237,200	$216,000	($21,200)	-8.9%

Changes and Useful Information:

- Decreased **Personal Services** and **Fringe Benefits** is due to Director of SMCJA will be employed by Calvert County in FY2022. This results in an increase in **Operating Costs** as Charles County will now pay Calvert County for 1/3 of the cost of the position as an operating expense.
- Increase in **Capital Outlay** is due to one time capital purchases.

Description:

The Southern Maryland Criminal Justice Academy is a cooperative effort between the Sheriff's Offices in Charles, Calvert, & St. Mary's Counties, and its mission is to provide highly-trained and qualified sworn & corrections officers to Southern Maryland. Through skill scenarios, academic testing, physical training, and firearm training, the Academy successfully carries out its mission. The personnel at the academy are comprised of sworn and civilian personnel from all three counties. successfully carries out its mission. The personnel at the academy are comprised of sworn and civilian personnel from all three counties.

In 2020 The Southern Maryland Criminal Justice Academy provided training for many different agencies. The academy started one police entry-level class (PELTP Sessions 48). PELTP Session 48 anticipates graduating 25 recruits on February 19, 2021 (Recruit breakdown; Calvert: 7, Charles: 13, and St. Mary's: 5). The academy held three (3) Corrections Entrance Level Programs. Session 63 with a total of 13 graduating recruits. (Recruit breakdown for CELTP 63 - Calvert: 7, Charles: 3 and St. Mary's: 3). Session 64 with a total of 11 graduating recruits. (Recruit breakdown for CELTP 64 - Calvert: 2, Charles: 5, and St. Mary's: 4) CELTP Session 65 began on October 3, 2020 with a graduation date scheduled for January 148, 2021 and has 12 graduates (Recruit breakdown; Calvert: 0, Charles: 7, and St. Mary's: 5).

During 2020 the Academy provided In-Service training for 292 sworn officers. The breakdown is as follows; Calvert County - 133, Charles County - 0, St. Mary's County - 130, Riverdale Park Police - 18, Capital Heights Police Department - 8, and Morningside Police Department - 3.

Positions:

Title	FY18 FTE	FY19 FTE	FY20 FTE	FY21 FTE	FY22 FTE
Director	0.0	0.3	1.0	1.0	0.0
Total Full Time Equivalent	**0.0**	**0.3**	**1.0**	**1.0**	**0.0**

Community Services

Department: Community Services
Division\Program: Aging & Human Services: Federal Grants
Program Administrator: Lisa Furlow, Chief of Aging & Human Services
https://www.charlescountymd.gov/services/aging-and-senior-services

Account: 40 fund
Fund: Spec. Rev.
Source: Grant

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2021 Amended	FY2022 Adopted	$ Change FY2021 Amended	% Chg.
Personal Services	$465,251	$455,011	$621,364	$454,511	($166,853)	-26.9%
Operating Costs	426,238	362,215	854,446	400,090	(454,356)	-53.2%
Debt Service	5,080	5,081	5,081	5,081	0	0.0%
Total Expenditures	$896,569	$817,226	$1,480,891	$859,682	($621,209)	-41.9%

Changes and Useful Information:

- **Personnel Services** and **Operating Costs** decreases are a result of longer grant award periods for the Federal Aging pass-through Grants under the Older American's Act. Funds are awarded for a 2-year period. Balance of Federal grants with an end date of 09/30/21 or later will be carried over to FY2022. Budget Amendments are executed for the rollover
- **Debt Service** represents the bank financing of a vehicle that was previously purchased for the Maryland Access Point Program.

Description:

Federal funds are provided as part of the Older Americans' Act (OAA), under the US Department of Health and Human Services, Administration for Community Living. All OAA programs stipulate that persons who are eligible for services must be at least age 60+ and participants may not be means tested, and services cannot be denied based upon eligible participant's capability or willingness to contribute to the cost of these programs.

Affordable Care Act – Aging and Disability Resource Center: Maryland Access Point (MAP)

MAP is a method of service delivery that enables adults with chronic medical conditions and permanent disabilities to access information and assistance regarding long term care and to receive options counseling and benefits coordination through a single point of entry. This program is utilized to achieve specific goals in the MDoA 5-Year Strategic Plan for MAP. Funding supports a designated merit position titled “Aging & Disability Resource Center Manager” to serve as the Charles County MAP Coordinator, an Aging and Disability Resource Center (ADRC) Coordinator and up to five (5) part-time Program Assistants. MAP is a fee for service program under the Federal Financial Participation (FFP) Model from the federal government for costs associated with the “efficient and effective” administration of the Medicaid program. The County has entered into an agreement with the State as the administrator of the program. In order to remain eligible for FFP funds, a non-federal source of funds must be available to support this program on an ongoing basis.

Under the MAP program, staff also help clients transition from an institution, for example a nursing facility, to community living in an apartment, private home, or small group setting. These services which where originally within the Money Follows the Person (MFP) program, were incorporated into MAP in FY2019. MFP initiatives increase outreach to individuals in institutions and decrease barriers to transition. Efforts include enhanced transition assistance, improved information technology, flexible transition funds, and the addition of waiver services.

Title III, Part B - Grants for Supportive Services and Senior Centers

Under Title III, Part B, a state-determined minimum percentage of funds are provided for three designated priority areas: in-home care, legal assistance and access services.

In-home and supportive services are available to frail and disabled persons aged 60 or older, who reside within Charles County. Services include such things as personal care, respite case management, homemaker, chore, and limited benefits that fill identified gaps in community-based care while clients wait for long-term benefits. All services are coordinated across agencies to ensure that there is no duplication of effort, and to make the best use of limited funds.

Senior Legal Assistance provides legal advice, counseling, and representation to senior citizens under an annual contract with the Legal Aid Bureau (LAB). LAB personnel devote an average of 12 hours/month to the provision of specific legal services described in the contractual agreement. These hours include at least four community education events during the contract year.

Legal services under Title III are limited to settling the following types of claims: Public Benefit Access, Housing, Consumer Protection, Advocacy for institutionalized persons, and Health Care Advanced Directives. The Area Agency on Aging (AAA) may also assist seniors with obtaining low-cost or free legal services not covered under its contract with LAB by coordinating services through the State's Senior Legal Hotline and local attorneys. Access Services include the full scope of services in areas such as Maryland Access Point / Senior Information & Assistance, Community Outreach & Education, Transportation, Assisted Transportation, and support for Senior Centers.

Title III, Part C - Nutrition Services

Charles County Senior Nutrition Programs are responsible for delivery of nutrition services to the elderly through programs supported at the federal, state, and local levels. Staff within the Aging and Senior Programs Division administer the Congregate and Home Delivered Meals programs through the coordination of many partners including: Charles County Public Schools, a large number of community volunteers, and support from the Maryland Department of Aging. Nutritionally balanced menus are written by a Registered Dietician and are required to meet the dietary needs for older adults as described by USDA and State Nutrition Policy guidelines.

With funding provided under Title III, Part C1, the Congregate Meal Program is effective in reducing social isolation and nutritional risk through the provision of nutritionally balanced meals in community settings such as Senior Centers. In compliance with federal grant requirements, the program requests voluntary donations from eligible participants, but may not deny services based upon an individual's willingness or capability to contribute toward the cost of the meal. Meal sites also offer opportunities for seniors to obtain information, access to benefits, nutrition education, physical fitness and health screening.

Funds designated under Title III, Part C2, provide Home Delivered Meals to eligible seniors and their spouses who are homebound and unable to shop for food or prepare nutritious meals for themselves due to increasing frailty. As with Congregate meals, participant contributions toward the cost of the home delivered meals are requested, but not required. Participants receive periodic screening for eligibility redetermination purposes, as well as, to secure additional benefits which facilitate ongoing community-based care.

Title III, Part D - Health Promotion and Disease Prevention

Effective October 1, 2014 the Maryland Department of Aging issued a new program directive (APD 14-14) that restricts the use of Title IIID funds to "highest tier evidence-based programs" which are defined by the US DHHS/Administration for Community Living in it its guidance document. This policy change was made in an effort to comply with a new Congressional appropriation requirement for programs funded by Title IIID of the Older Americans Act. Title IIID evidence-based health promotion programs provide adults with techniques and strategies to delay and/or manage chronic health conditions and include activities that promote: improved nutrition, emotional and social well-being, physical fitness, and fall prevention.

Title III, Part E - National Family Caregiver Support Programs (NFCSP)

Funded under Title III, Part E, the NFCSP provides respite and supportive services to family caregivers of persons aged 60+, and to grandparents who are the primary caregivers for young children. The NFCSP provides assistance to caregivers in five designated service categories: Information and Access to caregivers about available services; Care Coordination and Case Management for caregivers; Caregiver Training and Support Groups; Respite Care; and, Supplemental Services to compliment the care provided by caregivers. Unique compared to other Title III grants, this program requires a minimum 25% cash match from non-federal sources.

Title VII, Chapter 3 - Prevention of Elder Abuse, Neglect, and Exploitation

Title VII of the Older Americans Act requires the development of programs aimed at identifying and preventing abuse, neglect, and exploitation of older adults, particularly those who reside in institutional settings. The Long Term Care Ombudsman serves as an advocate for residents in licensed long term care facilities (nursing homes and assisted living), to maintain their legal rights, ensure quality of care, and uphold the highest levels of personal dignity.

The Ombudsman mediates concerns when possible, and forwards regulatory deficiencies to the appropriate State agencies and law enforcement units, as needed. Ombudsmen also encourage the formation of active, resident councils and family councils within long term care facilities. Elder Abuse Prevention programs are jointly funded by the State Ombudsman Initiative grant.

Community Services

Department:	Community Services	Account:	40 fund
Division\Program:	Aging Services: Federal Grants	Fund:	Spec. Rev.
Program Administrator:	Lisa Furlow, Chief of Aging & Human Services	Source:	Grant

Centers for Medicare and Medicaid Services Programs (CMS)

State Health Insurance Program (SHIP) - SHIP is a federal grant supported program which utilizes staff and trained volunteers to provide information and assistance for the elderly in areas such as: preparing and filing health insurance claims; understanding medical bills; and understanding Medigap and long-term care insurance policies. Individual and community education regarding access to health insurance, Medicare and Medicaid policies, options counseling, and enrollment services are ongoing services provided by both paid staff and volunteers.

Volunteers are also trained to identify other needs and to make appropriate referrals. The volume of SHIP services continues to increase steadily with the continuation of Health Care Reform & Medicare Reform at the Federal level and the changes to Medicare Drug Benefit Programs. Recent changes in SHIP policy at the State level have greatly expanded the target population to include persons of any age who are entitled to Medicare as a result of disability or chronic illness. CMS is housed within the Administration for Community Living (ACL).

Medicare Improvements for Patients and Providers Act (MIPPA) - MIPPA grants have been instrumental in helping disadvantaged seniors regain their economic footing and lead healthy, independent lives through funding to help Medicare beneficiaries and apply for Medicare Part D Extra Help/Low Income Subsidy and Medicare Savings Program. MIPPA grantees work to identify low-income older adults throughout Maryland who may be missing out on these programs, and assist them with applying for them and educate vulnerable seniors about how to use and retain these programs.

The Aging and Human Services Programs Division utilize these funds for existing MAP and SHIP staff to expand awareness about all Medicare and Medicaid programs to older adults residing in rural and geographically isolated areas and to under-served populations within Charles County. This grant is budgeted upon award.

Senior Medicare Patrol (SMP) - Maryland SMP is a health care fraud prevention project administered by the Maryland Department of Aging through the U.S. Department of Health and Human Services and the Administration on Community Living (ACL). The mission of Maryland SMP is to prevent the escalation of health care costs at the national level by developing programs that teach Medicare and Medicaid beneficiaries how to recognize and report health care fraud, waste, abuse, or error, and to assist beneficiaries with resolving fraudulent healthcare bills and claims.

Positions:

Title	FY18 FTE	FY19 FTE	FY20 FTE	FY21 FTE	FY22 FTE
Chief of Aging & Human Services	0.1	0.1	0.1	0.1	0.1
Aging and Disability Resource Center (ADRC) Mgr.	1.0	1.0	1.0	1.0	1.0
Centers Administrator	0.1	0.1	0.1	0.1	0.1
ADRC Coordinator	0.4	0.4	0.3	0.3	0.3
Long Term Care Coordinator	0.4	0.3	0.4	0.4	0.4
Nutritionist	0.3	0.3	0.3	0.3	0.3
ADRC Program Specialist	0.1	0.4	0.3	0.3	0.3
Full Time Allocation	1.5	2.2	0.9	0.9	0.9
Part-time positions	4.2	3.7	3.3	3.3	3.3
Total Full Time Equivalent	**8.2**	**8.7**	**6.7**	**6.7**	**6.7**

Objectives & Measurements:

See General Fund - Community Services for listing of all Objectives & Measurements regardless of funding source.

Community Services

Department: Community Services
Division\Program: Aging & Human Services: State Grants
Program Administrator: Lisa Furlow, Chief of Aging & Human Services
https://www.charlescountymd.gov/services/aging-and-senior-services

Account: 43 fund
Fund: Spec. Rev.
Source: Grant

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2021 Amended	FY2022 Adopted	$ Change FY2021 Amended	% Chg.
Personal Services	$322,371	$342,037	$341,636	$362,831	$21,195	6.2%
Fringe Benefits	33,313	33,920	33,920	20,340	(13,580)	-40.0%
Operating Costs	264,947	247,746	266,034	246,409	(19,625)	-7.4%
Debt Service	5,080	5,081	5,081	5,081	0	0.0%
Total Expenditures	$625,711	$628,784	$646,671	$634,661	($12,010)	-1.9%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the realignment of Community Options Waiver program personnel. The Home & Community Based Services Supervisor position was moved to the general fund and part time personnel were increased. This transition allows for more billable hours on this fee for service program.
- **Operating Costs** were adjusted to meet current trends.
- **Debt Service** represents the bank financing for a vehicle that was previously purchased for the Community Options Waiver Program.

Description:

The following programs receive state funds through the Maryland Department of Aging:

Senior Information and Assistance (I&A)

The Senior I&A program serves as a "one stop shop" for senior citizens and their families, and provides community outreach and access to many programs and services which benefit the elderly. The Senior I&A Unit is responsible for the administration of a number of programs and services, including the provision of basic information, coordination of public benefits, referral, and assistance for the elderly and their family members. In addition, Senior I&A maintains and distributes a wide variety of resource materials, provides technical assistance to senior citizen clubs, and conducts community outreach efforts through public and private partner organizations.

Mandated under the Older Americans Act, I&A is considered a "core service" in the community and has experienced a steady increase in call and appointment volume, corresponding with the rapid increase in the County's senior citizen population. Services are provided primarily through senior centers and by phone, with special appointments and home visits available as required. Extensive coordination with churches, the private sector, and community service organizations allow this program to assist low-income senior citizens with a variety of emergency services (e.g. food, fuel, prescriptions) as well as eyeglasses, hearing aids, dental services, and medical equipment in the most efficient manner possible.

Senior Care

Senior care is a statewide long-term care service delivery system which coordinates home and community-based care (HCBC) for individuals age 65+ according to their needs. Senior Care is provided through a Joint Care Planning team comprised of staff from Charles County Department of Community Services and the Charles County Department of Health. The purpose of Senior Care is to prevent premature institutionalization of frail elderly who are at risk of nursing home placement, but do not yet qualify for Medicaid benefits.

All Senior Care clients receive a comprehensive, in-home assessment completed by a member of the Charles County Department of Health's Adult Evaluation and Review Services (AERS) team. Following the AERS assessment, the Joint Care Planning team develops a plan of care for the client which is designed to link individuals with all suitable and available resources and services. Senior Care funds are utilized as a "last resort" and are distributed to eligible clients based on a priority of need. Persons determined eligible who are not able to be served due to limited grant funds are placed on a priority-ranked wait list. Wait listed persons shall be re-assessed at least annually for both functional and financial eligibility as well as re-ranking. This grant is budgeted upon award.

Senior Nutrition

In accordance with statewide nutrition programs for the elderly, the County administers a variety of quality nutrition services to senior residents of the County. Programs include: Congregate Meals, Home Delivered Meals, Nutrition Education, Nutritional Risk Assessment, Individualized Nutrition Consultation, and the provision of shelf-stable meals for use in emergency/inclement weather situations. All persons age 60 and older are eligible to participate in Senior Nutrition programs. Spouses and disabled children of eligible seniors may also participate at the Department's discretion. State Nutrition funds are authorized for meals (not operational).

Senior Assisted Living Group Home Subsidy (SALGHS)

The SALGHS provides a fixed-rate monthly home fee for eligible persons who reside in small, group-home style licensed assisted living facilities. Subsidies available to residents in Charles County are extremely limited, based upon annual grant award total. A maximum of 9% of the total grant award is available for salary administration of the program.

Guardianship

In lieu of a suitable private guardian of person, the Chief of Aging & Human Services, may serve as the court-appointed Public Guardian for persons ages 65 and older who have been declared by Courts to be legally incompetent to make their own decisions. Designated long-term care staff members serve as case managers and authorized legal representatives to the Public Guardian and may be required to determine appropriate living arrangements, oversee the provision of services or consent to medical treatment for wards under their care.

In accordance with the Maryland Estates & Trusts laws, Public Guardianship shall be a last resort. Therefore, the Area Agency on Aging (AAA) shall utilize a portion of its grant funds to engage in activities aimed at avoiding Public Guardianship, as possible.

State Ombudsman

As part of the Maryland Ombudsman Initiative, this program is partially State funded as determined by a formula that is heavily weighted by the number of nursing homes operating within the jurisdiction. The Ombudsman provides professional resident advocacy and complaint resolution services in all licensed long-term care facilities within Charles County. Long-term care facilities include nursing homes, transitional care centers, and licensed Assisted Living programs.

This program may utilize trained volunteers and representatives from family and resident councils within each facility to increase the presence of the resident advocate. Cases involving allegations of resident abuse, neglect, or exploitation are investigated jointly with local law enforcement agencies and reported to appropriate State licensing authorities, as outlined in COMAR. Ombudsman services are Federally mandated under the Older Americans' Act (OAA).

Senior Center Operating Funds (SCOF)

These funds are awarded competitively to Area Agencies on Aging (AAA) for the purpose of enhancing services in Senior Centers throughout the state. In prior years, the Division has been awarded funds to support the health and wellbeing of seniors in a variety of ways through innovative center programs. Some examples include: purchase of new fitness machines and fitness equipment for Senior Center fitness activities; funds to provide patient support & service navigation at the health clinic in Nanjemoy; and to develop a new “farm to table senior nutrition” program providing nutrition education with free vouchers for seniors to receive fresh produce from local farmers at pop-up Senior Center farm markets. In FY2020, SCOF funds were used to improve technology and A/V capabilities at the Senior Centers.

Community Options Waiver

The Community Options Waiver is open to qualified disabled persons of all ages with long term care needs, including children. The purpose of the CO Waiver is to provide long term care via home & community based services to disabled persons who would otherwise warrant placement in a skilled nursing facility. The Waiver allows services that are typically covered by Medicaid only in a nursing facility to be provided to eligible persons in their own homes or in assisted living facilities.

Eligible persons must meet both financial and medical criteria to participate and are periodically reevaluated to determine ongoing eligibility. Administration of the Medicaid Waiver requires comprehensive case management and individualized coordination of community-based care services. The Community Options Waiver operates as a fee-for-service program, where associated personnel must track allowable case management activities and submit a monthly invoice for billable hours. Approved billable hours are subsequently reimbursed by the State at a fixed rate established by Medicaid and administered by DHMH.

Community First Choice (CFC) is also a program under Community Options Waiver. It's fee for service Medicaid, similar to Waiver. The agency is taking an added role in the Community Personal Assistance Services (CPAS). Together these three programs provide a three tiered approach to serving persons with long-term care needs, while re-balancing Maryland's Medicaid Program to greater emphasize home and community based options.

Positions:	**FY18**	**FY19**	**FY20**	**FY21**	**FY22**
Title	**FTE**	**FTE**	**FTE**	**FTE**	**FTE**
Long Term Care Coordinator	0.2	0.3	0.7	0.7	0.7
Home & Community Based Srvcs Supervisor	1.0	1.0	1.0	1.0	0.0
Home & Community Based Srvcs Case Mgr	0.0	0.0	0.0	0.0	0.7
Long Term Care Program Specialist	0.6	0.7	0.2	0.2	0.2
Part-time positions	2.6	3.0	3.2	3.2	4.2
Total Full Time Equivalent	**4.4**	**5.1**	**5.0**	**5.0**	**5.8**

Community Services

Department: Community Services
Division\Program: Housing Authority: Community Development Block Grant (CDBG)
Program Administrator: Rita Wood, Chief of Housing Authority

Account: 13 Fund
Fund: Spec. Rev.
Source: Grant

https://www.charlescountymd.gov/services/health-and-human-services/housing-services/housing-authority

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2021 Amended	FY2022 Adopted	$ Change FY2021 Amended	% Chg.
Personal Services	$8,968	$0	$25,000	$0	($25,000)	-100.0%
Operating Costs	11,016	0	458,700	0	($458,700)	-100.0%
Agency Funding	48,411	0	876,589	0	(876,589)	-100.0%
Total Expenditures	$68,395	$0	$1,360,289	$0	($1,360,289)	-100.0%

Changes and Useful Information:

- At the end of each fiscal year, the balance of Community Development Block Grant and Community Legacy Grant projects are carried over to the next fiscal year as appropriate. Budget Amendments are executed for the rollover funds. The **FY2021 amended budget** is for the Hughesville Tobacco Warehouse Façade Improvements & Plaza Project, two (2) U.S. Department of Agriculture Rural Housing Preservation Grants, and a Community Development Block Grant (CDBG) for operations expenses relative to Angel's Watch Shelter as well as CDBG funds for rental assistance in response to the COVID-19 pandemic.

Description:

Community Development Block Grant (CDBG)

The Community Development Block Grant program, designed to assist units of local government with activities directed toward neighborhood and housing revitalization, economic development, and improved community facilities, is authorized under Title I of the Housing and Community Development Act of 1974 and administered by the Maryland Department of Housing & Community Development.

Charles County Government has competed in Community Development Block Grant (CDBG) since 1975 and received awards in 35 of those 44 years for 60 projects and over $11 million in CDBG funding. Because Charles County is not an entitlement county (one having a population of 200,000 or more), Charles County competes for funding with 16 other non-entitlement jurisdictions in Maryland. The County can apply for a maximum of $800,000 per grant announcement which can be divided into several projects during an application cycle.

Community Services' responsibilities include assistance to interested groups or organizations wishing to fund projects; submission to the State of the grant application; program administration; administration of funds and reporting responsibilities.

In FY2021, the County received and implemented several new initiatives in response to the COVID-19 pandemic. These new services included two CDBG grants aimed at preventing evictions for tenants who had lost income or employment due to the pandemic. Grants totaling $950,000 were awarded to 2 subgrantees: The United Way of Charles County and the Maryland Association of Social Boards (MASSB). These programs will be carried over at the County's fiscal year end.

Community Legacy Grant Program

Community Legacy, a program of the Department of Housing & Community Development (DHCD), is designed to assist urban neighborhoods, suburban communities and small towns that are experiencing decline and disinvestment, but have the potential, with modest public and private investment to be vibrant places to live and work. The Community Legacy Areas are often referred to as "at-risk" or "transitional communities".

Community Legacy provides flexible capital and operating resources through annual competitive funding rounds to assist local governments and their nonprofit partners in planning and realizing comprehensive community revitalization initiatives. It is intended to fill key gaps in State support for such efforts.

Community Legacy Grant Program - Hughesville Tobacco Warehouse Façade Improvements & Plaza

This project consists of façade improvements to a historic tobacco warehouse and packing house, and an outdoor plaza with public art and landscaping between the two buildings. Part of the larger Hughesville Tobacco Warehouse Restoration Project, the tobacco buildings are ultimately envisioned to include a performing venue, event/community meeting space, cultural arts center/museum, and farmers market. The improved façade and plaza will contribute to a more attractive village image and thus help advance the implementation of the Hughesville Village Revitalization Plan. The façade improvements will also enable the larger warehouse project to move forward which, once completed, will have many positive impacts on the village by providing a major community amenity and regional destination in Hughesville. Planning and Growth Management will take the lead on this project.

Rural Housing Preservation Grants

The Rural Housing Preservation Grants program awarded through the U.S. Department of Agriculture, is designed to assist very low- and low-income residents/homeowners in rural areas of Charles County, with funds to repair or rehabilitate their dwellings. This grant program supports rehabilitation projects that facilitate preservation of private homes for persons who may not otherwise be able to afford essential repairs.

Community Services

Department: Community Services
Division\Program: Housing Authority: Housing Assistance
Program Administrator: Rita Wood, Chief of Housing Authority

Account: 14 Fund
Fund: Spec. Rev.
Source: Grant

https://www.charlescountymd.gov/services/health-and-human-services/housing-services/housing-authority

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2021 Amended	FY2022 Adopted	$ Change FY2021 Amended	% Chg.
Personal Services	$729,823	$730,000	$746,878	$778,200	$31,322	4.2%
Fringe Benefits	231,671	246,200	227,759	243,700	15,941	7.0%
Operating Costs	8,933,687	8,846,200	8,931,601	9,066,200	134,599	1.5%
Total Expenditures	$9,895,181	$9,822,400	$9,906,238	$10,088,100	$181,862	1.8%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** is based on current personnel and includes approved salary increases for FY2022 and decreased Portable Voucher (PORT) administrative fees which fund salary.
- The County administers 725 Housing Choice Vouchers which accounts for the majority of operating costs in the form of rental payments. **Operating Costs** increase is the result of current trends related to rents paid based on anticipated funding.

Description:

Housing Choice Vouchers

Charles County Government serves as the local Housing Authority for the tenant-based Housing Choice Voucher (HCV) Program. This U.S. Department of Housing and Urban Development (HUD) HCV program allows very-low income persons to choose and lease safe, decent, and affordable rental housing. Some participants may qualify for home purchase through the program as well. Charles County Government serves as the local Housing Authority for this program and approves rental vouchers for low-income county residents.

A rental voucher represents the difference between 30% of the family's adjusted income and the applicable payment standard. During initial lease-up, a family may pay no more than 40% of adjusted income toward housing costs. Any approved rents must be determined reasonable by the Housing Authority. Seventy-five percent of all new admissions to the program must be very-low income (having a household income less than 30% of median).

Reciprocal Agreement

The Reciprocal Agreement allows families to move from jurisdiction to jurisdiction and maintain their housing assistance. Charles County bills the original Housing Authority for payments made on behalf of participants.

Positions:

Title	FY18 FTE	FY19 FTE	FY20 FTE	FY21 FTE	FY22 FTE
Director of Community Services	0.3	0.3	0.3	0.3	0.3
Chief of Housing Authority	0.9	0.9	0.9	0.9	0.9
Housing Program Supervisor	1.0	1.0	1.0	1.0	1.0
Housing Inspection Supervisor	1.0	1.0	1.0	1.0	1.0
Housing Inspector	1.0	1.0	1.0	1.0	1.0
Occupancy Specialist	5.0	5.0	5.0	5.0	5.0
Portability Specialist	1.0	1.0	1.0	1.0	1.0
Total Full Time Equivalent	**10.2**	**10.2**	**10.2**	**10.2**	**10.2**

Objectives & Measurements:

See General Fund -Community Services for listing of all Objectives & Measurements regardless of funding source.

Community Services

Department: Community Services
Division\Program: Housing Authority: Housing Special Loans
Program Administrator: Rita Wood, Chief of Housing Authority

Account: 15 Fund
Fund: Spec. Rev.
Source: Srvc. Charge

https://www.charlescountymd.gov/services/health-and-human-services/housing-services/special-loan-programs

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2021 Amended	FY2022 Adopted	$ Change FY2021 Amended	% Chg.
Operating Costs	$45,150	$405,000	$468,798	$404,500	($64,298)	-13.7%
Total Expenditures	$45,150	$405,000	$468,798	$404,500	($64,298)	-13.7%

Changes and Useful Information:

- **Operating Costs** decrease is due to one time state awards in FY2021.

Description:

State Special Loans improve owner-occupied homes and small rental properties for low and moderate-income families and individuals and promote community redevelopment. They provide comprehensive rehabilitation to improve the basic livability of properties, increase energy conservation, and meet special housing needs such as lead paint abatement and installation of indoor water and sewer facilities. In extreme cases, complete home replacements may be financed through the State Special Loans Program.

Objectives & Measurements:

See General Fund -Community Services for listing of all Objectives & Measurements regardless of funding source.

Social Services

Department: Circuit Court
Division\Program: Child Support/Judicial Grants
Program Administrator: Honorable H. Jay West, County Administrative Judge

Account: 5 Fund
Fund: Special Rev.
Source: Grant

https://www.charlescountymd.gov/government/other-agencies/circuit-court

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2021 Amended	FY2022 Adopted	$ Change FY2021 Amended	% Chg.
Personal Services	$440,297	$525,612	$433,296	$529,859	$96,563	22.3%
Fringe Benefits	144,427	272,979	275,015	272,502	(2,513)	-0.9%
Operating Costs	414,467	534,569	811,198	532,102	(279,096)	-34.4%
Operating Contingency	0	29,510	0	30,204	30,204	N/A
Total Expenditures	$999,190	$1,362,670	$1,519,509	$1,364,667	($154,842)	-10.2%

Changes and Useful Information:

- Changes in **Personal Services** and **Fringe Benefits** is due to a vacant position in FY2021 for which saving were reprogrammed to client services, award of the Court Researcher Grant, and approved salary increases for FY2022.
- Reduction in **Operating Costs** is due to one time grants awarded in FY2021 that are not budgeted in FY2022. At the end of each fiscal year, the balance of unspent multi-year federally funded grant projects are carried over to the next fiscal year as appropriate. Budget Amendments are executed for the rollover funds.
- **Operating Contingency** in FY2022 is to cover any revenue shortfalls and/or expenditure overages.

Description:

Child Support

Family Magistrates are appointed by the Administrative Judge of the Circuit Court for Charles County pursuant to Maryland Rule 2-541. Operating pursuant to a cooperative agreement with the MD Department of Human Resources Child Support Enforcement Administration, the Family Magistrates conduct court hearings in Title IV-D cases pertaining to establishing paternity and child support orders, in addition to the modification and enforcement of child and medical support obligations filed by the Charles County Department of Social Services (DSS).

Family Support Services Program (FSSP)

The goal of the state funded Family Support Services Program (FSSP) within the Circuit Court for Charles County is to provide an effective approach for the early resolution of family conflict. Recognizing that the adversarial process can be destructive for families, the FSSP works to expedite family law cases in a manner designed to enable safety and support for all family members, and to minimize the trauma of litigation. Families are given opportunities, through court orders, to participate in co-parenting educational programs and alternative dispute resolution programs to make parenting decisions for themselves and their families. FSSP also offers a Fee Waiver program for litigants who cannot afford court-ordered family services. Funding is also provided for other critical family programs including Child Dependency Mediation Program, the guardianship monitoring program and an attorney staffed legal helpline. These program provide invaluable services to the children and families in Charles County.

Social Services

Department:	Circuit Court	Account:	5 Fund
Division\Program:	Child Support/Judicial Grants	Fund:	Special Rev.
Program Administrator:	Honorable H. Jay West, County Administrative Judge	Source:	Grant

Family Recovery Court

As one of only five family drug courts in the state of Maryland, the Charles County Family Recovery Court (FRC) addresses the connection between substance abuse, mental health, and child abuse and/or neglect. Established in 2010, the Charles County FRC provides an array of services to parents who cannot provide appropriate care for their children due to substance abuse. Most parents participating in the FRC have lost access to their child(ren) because of substance abuse, either through a Child In Need Of Assistance (CINA) case or a domestic relations case in the Charles County Circuit Court.

The FRC is funded through the Office of Problem-Solving Court through the Maryland Judiciary and through a federal grant via Substance Abuse and Mental Health Services Administration. The FRC requires and provides many necessary services to all program participants. All FRC participants receive access to substance abuse treatment services. These services include: appropriate placement in substance abuse treatment; assistance with inpatient treatment, if recommended; assistance with Medication Assisted Treatment (MAT), if recommended; and scheduled and/or unscheduled urinalysis screenings. All clients must also participate in parenting skills classes, life skills and other training opportunities, family friendly activities, and various sober support groups. Other services available to FRC participants depend on individual needs and include: individual counseling; domestic abuse counseling; family counseling; anger management; transportation services; education and vocational training; GED preparation; employment assistance; medical and dental referrals; family planning and birth control; AIDS and STD counseling; evaluation for, and access to, smoking cessation programs; housing and homelessness assistance; legal assistance; financial planning and budget assistance; and child care assistance.

Research & Analysis Targeted Special Projects Grant

Research & Analysis Targeted Special Projects Grants are offered to enhance the courts' ability to provide services to litigants, enhance the court's decision-making process, and increase court efficiency and effectiveness. These funds support the personnel and operational costs for a Court Researcher position. To further public access to justice and promote data-driven decisions, the Court Researcher will collect state and regional data, perform analyses, draw conclusions, and compile findings for various court programs and to gauge public satisfaction.

Positions:	**FY18**	**FY19**	**FY20**	**FY21**	**FY22**
Title	**FTE**	**FTE**	**FTE**	**FTE**	**FTE**
Drug Court Coordinator	0.8	0.8	0.8	0.8	0.8
Director of Family Programs	1.0	1.0	1.0	1.0	1.0
Guardianship Monitor	1.0	1.0	1.0	1.0	1.0
Family Resource Specialist	1.0	1.0	1.0	1.0	1.0
Assistant Case Manager	1.0	1.0	1.0	1.0	1.0
Secretary	1.0	1.0	1.0	1.0	1.0
Case Manager	1.0	1.0	1.0	1.0	1.0
Courtroom Clerk	2.0	2.0	1.0	1.0	1.0
Family Law Support Specialist	0.0	0.0	1.0	1.0	1.0
Total Full time Equivalent	**8.8**	**8.8**	**8.8**	**8.8**	**8.8**

Objectives & Measurements:	**FY18 Actual**	**FY19 Actual**	**FY20 Actual**	**FY21 Projected**	**FY22 Estimated**
Child Support					
Objective: Establishment and enforcement of paternity and support orders.					
Family Magistrates Office					
% to be dispositioned for cases scheduled	98%	95%	83%	87%	95%

Social Services

Department: Community Services
Division\Program: Charles County Advocacy Council for Children, Youth, & Families
Program Administrator: Kathy Young, Financial Support Administrator

Account: 46 Fund
Fund: Special Rev.
Source: Grant

https://www.charlescountymd.gov/services/health-and-human-services/charles-county-advocacy-council-for-children-youth-and-families

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2021 Amended	FY2022 Adopted	$ Change FY2021 Amended	% Chg.
Personal Services	$211,182	$221,690	$219,566	$176,990	($42,576)	-19.4%
Fringe Benefits	47,370	50,738	50,051	46,566	(3,485)	-7.0%
Operating Costs	958,344	9,550	29,266	26,497	(2,769)	-9.5%
Agency Funding	876,677	644,652	632,079	606,238	(25,841)	-4.1%
Operating Contingency	0	16,118	16,118	0	(16,118)	N\A
Total Expenditures	$2,093,572	$942,748	$947,080	$856,291	($90,789)	-9.6%

Changes and Useful Information:

- Changes in **Personal Services** and **Fringe Benefits** includes reduction of Local Care Team Coordinator to Part Time and realignment of personnel charges in Child Care Program net of approved salary increases for FY2022.
- The decrease in **Operating Cost**s and **Agency Funding** is due to elimination of a Federal SAMHSA grant with a fiscal year end date of 09/29/20.
- FY2021 **Operating Contingency** was for the Local Care Team Coordinator. Award was higher than budgeted with vacant position.

Description:

The Charles County Advocacy Council for Children, Youth, and Families (CCACCYF), the County's Local Management Board (LMB), plans, manages, and evaluates services to families and children. The CCACCYF is responsible for developing a comprehensive array of human services for all of Charles County's children, youth, and families as well as monitoring and evaluating contracts for services, outcomes and results provided by the county and private human services.

Except for advocacy and information & referral services, the CCACCYF does not provide human services directly, but contracts with public and private agencies to provide a variety of services for which the CCACCYF has received funding. It also provides technical assistance to interested human service agencies to help them incorporate best practices in their ongoing work and to evaluate the results achieved.

Positions:

Title	FY18 FTE	FY19 FTE	FY20 FTE	FY21 FTE	FY22 FTE
Director of Community Services	0.1	0.1	0.1	0.1	0.1
CCACCYF Coordinator	1.0	1.0	1.0	1.0	1.0
Financial Support Administrator	0.2	0.2	0.2	0.2	0.2
Community Services Specialist	0.3	0.3	0.3	0.3	0.0
LMB Program Specialist	0.8	1.0	1.0	1.0	1.0
Local Care Team Coordinator	0.5	1.0	1.0	1.0	0.0
Part-time positions	0.0	0.0	0.0	0.0	0.6
Total Full Time Equivalent	**2.9**	**3.6**	**3.6**	**3.6**	**2.9**

Objectives & Measurements:

	FY18 Actual	FY19 Actual	FY20 Actual	FY21 Projected	FY22 Estimated
Objective: In accordance with the CCACCYF Strategic Plan, continually monitor progress in implementing developed programs.					
Grant/funding applications submitted	5	4	4	2	3
Grant/funding applications approved	5	4	4	3	3
Vendor / Subrecipient contracts executed	14	13	9	7	7
Program improvement plans reviewed	0	0	2	0	0

Planning and Growth Management

Department: Planning and Growth Management
Division\Program: Transit
Program Administrator: Jeffry Barnett, Chief of Transit

Account: 6 Fund
Fund: Spec. Rev.
Source: Grant

https://www.charlescountymd.gov/government/planning-and-growth-management/vango-public-transit

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2021 Amended	FY2022 Adopted	$ Change FY2021 Amended	% Chg.
Personal Services	$334,698	$335,700	$335,700	$346,200	$10,500	3.1%
Fringe Benefits	108,311	111,100	111,140	102,500	(8,640)	-7.8%
Operating Costs	6,971,093	7,162,178	7,342,329	6,969,953	(372,376)	-5.1%
Capital Outlay	613,167	518,000	187,183	385,932	198,749	106.2%
Total Expenditures	$8,027,269	$8,126,978	$7,976,352	$7,804,585	($171,767)	-2.2%

Changes and Useful Information:

- The County will implement a six-month pilot program offering free service to riders on VanGO once capacity restrictions are lifted, a first among all Maryland jurisdictions designed to eliminate barriers for residents to travel to essential destinations including work, shopping, and educational facilities.
- Changes in **Personal Services** and **Fringe Benefits** is the result of turnover in FY2021 net of approved salary increases for FY2022.
- **Operating Costs** decrease is the net result of FY2021 contract spending analysis, conditions as stipulated within the multi-year contract with the transit vendor, and decreased ridership for the Statewide Special Transportation Assistance Program (SSTAP), American Disabilities Act (ADA) Program and Senior Center services.
- **Capital Outlay** includes replacement of four (4) Light Duty Fixed Route vehicles, engine and transmission replacement on four (2) Light Duty Fixed Route Buses and five (5) Light Duty Paratransit Buses to be funded with fund balance, and preventative maintenance. Capital grant purchases vary from year to year and budgets are adjusted upon award.

Description:

All services defined below are coordinated and combine to form VanGO Transportation.

Public Transportation: VanGO or Rural Public Transportation Program (RPTP)

The Urban program provides the fixed-route services in La Plata and Waldorf. The Rural program provides deviated-fixed route services in Nanjemoy and Newburg, which connect with the other fixed-route services in the county.

Statewide Special Transportation Assistance Program (SSTAP)

Specialized transportation is offered through SSTAP funding to senior citizens and disabled individuals who cannot access the general public transportation. SSTAP services are demand-response and supplement other VanGO services.

Job Access and Department of Social Services (DSS) Transportation

The Job Access program expands VanGO services into the evening hours. Extended evening service is available on the 16 primary routes which serve the Waldorf, La Plata, Indian Head, St. Charles, and Pinefield areas as well as the Charlotte Hall route that connects with St. Mary's Transit. In support of the Department of Social Services' (DSS) welfare reform initiatives, the Department of Planning and Growth Management (PGM) has entered into a cooperative agreement to provide transportation services to DSS clients receiving job training and education classes as well as transportation to other services related to gaining or maintaining employment. DSS purchases VanGO fare booklets for distribution to clients, who can then access a combination (based on specific client needs) of VanGO public transportation and specialized/demand-response transportation

American Disabilities Act (ADA) Program

Complementary paratransit service is provided through the ADA program for individuals with disabilities who live in fixed-route areas but are unable to access these routes.

Dialysis/Senior Center Plus (SC+) Subscriptions

In combination with SSTAP, the dialysis/SC+ subscription service provides service area routes to the three (3) dialysis centers in Charles County and to the SC+ location.

Transportation - VanGO Capital Grant

Capital grants provide funds for the undertaking of public transportation capital improvement/acquisition projects and therefore are multi-year in nature. Unspent grant fund are carried over at the end of each fiscal year. Budget Amendments are executed for the rollover funds.

Positions:

Title	FY18 FTE	FY19 FTE	FY20 FTE	FY21 FTE	FY22 FTE
Chief of Transit	1.0	1.0	1.0	1.0	1.0
Transit Development Administrator	1.0	1.0	1.0	1.0	1.0
Transit Specialist	2.0	2.0	2.0	2.0	2.0
Total Full Time Equivalent	**4.0**	**4.0**	**4.0**	**4.0**	**4.0**

Planning and Growth Management

Department: Planning and Growth Management — Account: 23.07.19
Division\Program: Planning/Agricultural Preservation — Fund: Special Rev.
Program Administrator: Jim Campbell, Planning Director — Source: Prop. Tax

https://www.charlescountymd.gov/government/planning-and-growth-management/preservation-and-long-range-planning/agricultural-and-land-preservation

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2021 Amended	FY2022 Adopted	$ Change FY2021 Amended	% Chg.
Personal Services	$28,000	$16,600	$16,600	$20,400	$3,800	22.9%
Operating Costs	2,000	2,000	2,000	2,000	0	0.0%
Total Expenditures	$30,000	$18,600	$18,600	$22,400	$3,800	20.4%

Changes and Useful Information:

- **Personal Services** increase is to allocate more planning personnel to the program as appropriate.
- **Operating Costs** is for the annual audit required by the Annotated Code of Maryland, Tax-Property Article, Sections 13. Tobacco Land Preservation Funds are budgeted upon approval of easements for purchase.

Description:

The State of Maryland imposes an agricultural land transfer tax on an instrument of writing that transfers title to agricultural land. As a county with a certified agricultural land preservation program, Charles County, Maryland (the County) is allowed to retain 75% of the agricultural land transfer tax collected for farmland. The County remits 25% of the agricultural land transfer tax collected for farmland and 100% of the agricultural land transfer tax for woodland to the State of Maryland. Section 13-303 of the Annotated Code of Maryland was updated in 2009 to include a surcharge equal to 25% of the tax imposed on a transfer.

The funds retained by the County from the agricultural land transfer tax must be used as prescribed by the Annotated Code of Maryland, Tax-Property Article, Section 13-306. Funds that are not committed or expended within six years from the date of deposit must be remitted to the State of Maryland for deposit in the Maryland Agricultural Land Preservation Fund. Administrative expenses cannot exceed 10% of the net agricultural land transfer revenue or $30,000, whichever is greater.

Tobacco Land Preservation Funds

Starting in FY2015, additional funding from the MALPF passes through the Southern MD Agriculture Development Commission to the Tri-County Council for Southern Maryland (TCCSM) for all three counties. The TCCSM, then passes those funds down to each respective county in Southern Maryland. Charles County will utilize these funds to purchase conservation easements on rural lands to support the continued transition to new agricultural enterprises in the wake of the tobacco buy-out. Funds are reserved for future use and budgeted once property has been identified for purchase.

Positions:	FY18	FY19	FY20	FY21	FY22
Title	FTE	FTE	FTE	FTE	FTE
Agricultural Planner IV	0.2	0.1	0.1	0.1	0.2
Total Full Time Equivalent	**0.2**	**0.1**	**0.1**	**0.1**	**0.2**

Planning and Growth Management

Department: Planning and Growth Management
Division\Program: Planning Grants
Program Administrator: Jim Campbell, Planning Director

Accounts: 4 Fund
Fund: Special Rev.
Source: Grant

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2021 Amended	FY2022 Adopted	$ Change FY2021 Amended	% Chg.
Personal Services	$3,806	$3,806	$0	$0	$0	N/A
Fringe Benefits	1,194	1,194	0	0	0	N/A
Operating Costs	15,086	0	84,914	0	(84,914)	-100.0%
Total Expenditures	$20,086	$5,000	$84,914	$0	($84,914)	-100.0%

Changes and Useful Information:

- The decrease in **Operating Costs** is due to one-time grants which if appropriated are carried over to the next fiscal year. Budget Amendments are executed for the rollover funds.

Description:

Maryland Bikeways Program

The Bikeways Program provides grant support for a wide range of bicycle network development activities. The Program supports projects that maximize bicycle access and fill missing links in the state's bicycle system, focusing on connecting bicycle-friendly trails and roads and enhancing last-mile connections to work, school, shopping and transit. The County received the grant funds to finance a feasibility study of a 10 foot wide hiker-biker trail connection between the Indian Head Rail Trail and the Three Notch Trail in St. Mary's County. The feasibility study would evaluate potential routes, environmental impacts, and right of way impacts of such a trail connection, among other considerations.

FY2020 Maryland Supplemental Census Grant

The State awarded funding to ensure a fair, accurate and inclusive census count in Maryland and increase the self response rates of hard-to-count communities and populations in Maryland. The County utilized these funds to pay for print materials and media services such as cable TV, newspaper and radio advertising to encourage resident response to the census.

Positions:

Title	FY18 FTE	FY19 FTE	FY20 FTE	FY21 FTE	FY22 FTE
Planners Hours	0.1	0.1	0.1	0.0	0.0
Total Full Time Equivalent	**0.1**	**0.1**	**0.1**	**0.0**	**0.0**

Department: Planning and Growth Management
Division\Program: Codes, Permits & Inspection Services\Inspections & Enforcement- Nuisance Abatement Program
Program Administrator: Ray Shumaker, Chief of Codes, Permits, and Inspection Services
https://www.charlescountymd.gov/government/planning-and-growth-management

Accounts: 3 Fund
Fund: Special Rev.
Source: Srvc. Charge

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2021 Amended	FY2022 Adopted	$ Change FY2021 Amended	% Chg.
Operating Costs	$77,524	$100,000	$100,000	$100,000	$0	0.0%
Total Expenditures	$77,524	$100,000	$100,000	$100,000	$0	0.0%

Description:

Nuisance Abatement Fund

The Nuisance Abatement Fund is required to implement Charles County efforts to correct violations of Building Code, Nuisance Code or Zoning Ordinance. In those cases where the property owner has not met the requirements of a Court Order or Nuisance Abatement Hearing Board Order, County Code has provisions for the County to clean-up the property and abate the Code violations at the cost to the property owner. Clean & Lien provisions have been included in appropriate County regulations in order for the required costs to abate the found violations to be affixed on the violators property tax bill as a lien. The account enables the County to hire qualified contractors to abate the eyesore properties in those cases where violators have not met their legally required responsibility prior to payments being finalized by the violators.

Recreation, Parks, and Tourism

Department: Department of Recreation, Parks, and Tourism
Division\Program: Tourism
Program Administrator: Ashley Chenault, Chief of Tourism
https://www.charlescountymd.gov/our-county/tourism

Account: 39 Fund
Fund: Special Rev.
Source: Grant

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2021 Amended	FY2022 Adopted	$ Change FY2021 Amended	% Chg.
Operating Costs	$28,534	$28,534	$54,788	$31,096	($23,692)	-43.2%
Total Expenditures	$28,534	$28,534	$54,788	$31,096	($23,692)	-43.2%

Changes and Useful Information:

- **Operating Costs** is for the destination Marketing Organization Grant Program. Budgets are adjusted upon award.

Description:

MD Department of Commerce - MD Tourism Development Board (MTBD) - Destination Marketing Organization Grant Agreement

The purpose of this grant is to undertake activities consistent with Section 4-215, 4-213 and 4-214 of the Economic Development Article of the Maryland Code, which establishes as MTBD's mission: "To guide, stimulate, and promote the coordinated, efficient, and beneficial development of travel and tourism in the State so that the State can derive the economic, social, and cultural benefits of travel and tourism to the fullest extent possible." Grants are awarded annually in response to the opportunities provided by Senate Bill 458. Grants are allocated based on the Grantee's prior year allowable expenditures; growth of prior year allowable expenditures over the same expenditures from the previous year to that year; growth of prior year's Comptroller-determined lodgings sales tax revenues over same tax revenues generated in their jurisdiction in the previous year to that year; and, on estimated impact of international visitation. Grant funds may only be used in the manner set forth in the County's Destination Marketing Organization Grant Marketing Plan. Grant funds are awarded on a fiscal year basis.

MD Department of Commerce - Hometown Tourism Grant Program

Hometown Tourism Grant Funds were award in FY2021 for the intent to advertise the restaurants, entertainment, wineries, breweries and distilleries, attractions, shops and services in the community to the local community as announced by Governor Larry Hogan on October 22, 2020.

Economic Development

Department: Economic Development
Division\Program: Economic Development Loan Programs
Program Administrator: Deborah Hall, Deputy County Administrator
www.meetcharlescounty.com

Account: 09 Fund
Fund: Special Rev.
Source: Grant

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2021 Amended	FY2022 Adopted	$ Change FY2021 Amended	% Chg.
Operating Costs	$146,088	$275,000	$275,000	$275,000	$0	0.0%
Agency Funding	37,500	0	0	0	0	N/A
Total Expenditures	$183,588	$275,000	$275,000	$275,000	$0	0.0%

Changes and Useful Information:

- **Operating Costs** for FY2022 is based on FY2021 year end estimated deferred revenue for the Targeted Industries Incentive Loan Fund (TIIL). Business Development Loan Fund for Women, Minorities, and Veterans is budgeted upon loan approval by the Commissioners appointed committee.

Description:

Targeted Industries Incentive Loan Fund

The purpose of this grant through the MD Department of Business and Economic Development is to serve as gap financing for businesses looking to expand or relocate into the County resulting in additional job creation. Eligible firms must be an established company, have at least 50% of project financing in hand at the time of financial request, and qualify as an identified targeted industry. All loans will be supported by an economic impact analysis. Ultimately, the program will be a self-sustaining Revolving Loan Fund.

Business Development Loan Fund for Women, Minorities, and Veterans

The intent of this fund is to help businesses grow or enhance their productivity or profitability. The applicant's primary business location must be in Charles County, must also qualify as a disadvantaged business either as a Minority, Women, or Veteran owned business enterprise, and meet the criteria of a Small Local Business Enterprise Program. Loan proceeds can be utilized as working capital, for inventory, staffing, and/or purchase of new or used equipment/machinery with the maximum loan value at $35,000. The program is not intended to replace commercial bank financing for borrowers who are able to secure bank loans. Loan applications are reviewed for approval by a Commissioners' appointed committee.

http://www.meetcharlescounty.com/incentives/financing/

Debt Service Fund

Fund Description:

The Debt Service Fund is used to account for the annual payment of long-term debt (bond issues) which have a specific or legally binding revenue source. This revenue source is dedicated to the retirement of the principal outstanding on long-term debt and the annual interest expense. Charles County utilizes this fund to account for bonds issued on behalf of a local nursing home, a local hospital, a children learning center at the College of Southern Maryland (CSM), developer infrastructure bonds, and new school construction bonds. Bonds issued for the hospital and for the children learning center were paid off in FY2021.

Long-term note receivables provide the County with a funding source for the nursing home, hospital, developer, and college bond issues. The Nursing Home pre-paid their note in FY2010 and fund balance will be used to make debt service payments until these bonds are paid in full in FY2021. The County's Excise Tax is used to finance the debt service for bond issues sold for Charles County Public School projects that add capacity to support student growth. The County also accounts for capital lease proceeds and purchases within the Debt Service Fund that is used to bank finance new and replacement vehicles and equipment for County Government Operations.

	FY20 Actual	FY21 Budget	FY22 Budget	$ Change from FY21	% Change
University of Maryland Charles Regional Medical Center					
Revenues: Interest Income	$48,049	$0	$0	$0	N\A
Miscellaneous	1,199,185	0	0	0	N\A
Total Revenues	$1,247,234	$0	$0	$0	N\A
Expenses: Debt Service	$6,793	$0	$0	$0	N\A
Variance	$1,240,441	$0	$0	$0	
Nursing Home					
Revenues:					
Fund Balance Appropriation	$0	$35,800	$0	($35,800)	N\A
Total Revenues	$0	$35,800	$0	($35,800)	N\A
Expenses: Debt Service	$46,658	$35,800	$0	($35,800)	N\A
Variance	($46,658)	$0	$0	$0	
School Construction Excise Tax					
Revenues: Interest Income	$0	$1,160,000	$1,284,000	$124,000	10.7%
Miscellaneous	11,288,631	9,658,900	10,102,400	443,500	4.6%
Total Operating Revenue	$11,288,631	$10,818,900	$11,386,400	$567,500	5.2%
Fund Balance Appropriation	0	0	637,300	637,300	N\A
Total Revenues	$11,288,631	$10,818,900	$12,023,700	$1,204,800	11.1%
Expenses: Debt Service	$10,064,257	$10,818,900	$12,023,700	$1,204,800	11.1%
Total Expenses	$10,064,257	$10,818,900	$12,023,700	$1,204,800	11.1%
Variance	$1,224,375	$0	$0	$0	

Debt Service Fund

	FY20 Actual	FY21 Budget	FY22 Budget	$ Change from FY21	% Change
College of Southern Maryland (Children Learning Center)					
Revenues: Interest Income	$1,418	$0	$0	$0	N\A
Miscellaneous	78,139	0	0	0	N\A
Total Revenues	$79,557	$0	$0	$0	N\A
Expenses: Debt Service	$108,140	$0	$0	$0	N\A
Variance	($28,582)	$0	$0	$0	
U.S. Homes Corporation					
Revenues: Interest Income	$502,174	$410,300	$218,800	($191,500)	-46.7%
Miscellaneous	2,814,114	2,469,600	1,645,200	(824,400)	-33.4%
Total Revenues	$3,316,288	$2,879,900	$1,864,000	($1,015,900)	-35.3%
Expenses: Debt Service	$3,458,855	$2,879,900	$1,864,000	($1,015,900)	-35.3%
Variance	($142,568)	$0	$0	$0	
Capital Lease Purchases					
Revenues:					
Proceeds from Leases	$2,882,000	$2,442,200	$2,202,500	($239,700)	-9.8%
Total Revenues	$2,882,000	$2,442,200	$2,202,500	($239,700)	-9.8%
Expenses: Capital Outlay	$2,303,203	$2,442,200	$2,202,500	($239,700)	-9.8%
Variance	$578,797	$0	$0	$0	
Miscellaneous					
Revenues: Interest Income	$119	$0	$0	$0	N\A
Miscellaneous	369	0	0	0	N\A
Total Revenues	$488	$0	$0	$0	N\A
Expenses: Debt Service	$0	$0	$0	$0	N\A
Variance	$488	$0	$0	$0	
TOTAL DEBT SERVICE FUND					
Total Revenues	$18,814,198	$16,176,800	$16,090,200	($86,600)	-0.5%
Total Expenses	$15,987,906	$16,176,800	$16,090,200	($86,600)	-0.5%
Variance	**$2,826,292**	**$0**	**$0**	**$0**	
Less Non-Spendable Fund Balance reduction	($4,090,437)				
Net change in Fund Balance	**($1,264,145)**				

Personnel

PERSONNEL/SERVICE LEVEL CHANGES

The following graph presents the personnel history for Charles County Government from Fiscal Year 2018 through Fiscal Year 2022. A detail personnel listing by department/division follows. The personnel list is based on the number of full time and part time positions. Positions working less than full time have been converted to full time equivalents based on the number of hours worked. The information includes all county government departments that either currently follow or previously have followed the County Commissioner's personnel policy such as: Community Services, County Administrator's Office, County Commissioner's Office, Economic Development, Emergency Services, Fiscal and Administrative Services, Human Resources, Planning and Growth Management, Capital Project Management, Public Works, and Recreation, Parks, and Tourism. Information presented also includes county agencies which follow their own form of personnel policies, such as: Sheriff's Office, State's Attorney's Office, Circuit Court, and Soil Conservation. Agencies such as the Charles County Board of Education, Public Library, College of Southern Maryland, Health Department, Election Board and Department of Social Services are not included since these organizations make decisions independent of the county regarding personnel.

Starting in Fiscal Year 2018, the authorized strength began to increase to improve service levels in targeted areas of county government such as Public Safety. The authorized strength has risen by 147.6 full time equivalent positions since the end of Fiscal Year 2018.

The Fiscal Year 2022 authorized strength for all departments is 1,755.9 full time equivalent positions. Compared to the previous fiscal year, the authorized strength increased by a net full-time equivalency of 23.8 which includes 6.2 new full-time equivalent positions for public safety. Public safety continues to be one of the Commissioners' higher priorities.

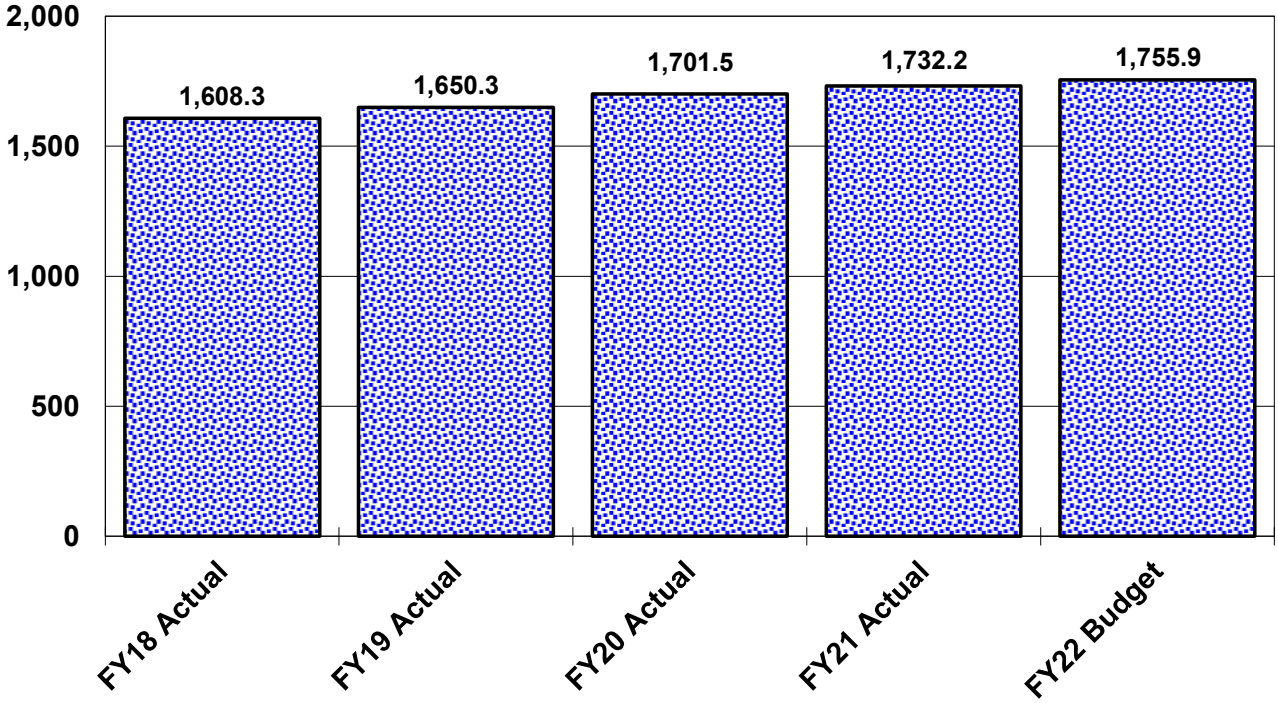
<u>New positions were added in Fiscal Year 2022 as follows:</u>

- Two Sworn Officers, a Mental Health Liaison, and a Systems Administrator were approved for the Sheriff's Office. The Systems Administrator position was approved in preparation for the issue of Body Worn Cameras that will be required for every police department in Maryland by 2025, and will support existing technology and the escalation of new technology. The Mental Health Liaison will serve as the Liaison and authority on mental health issues and illnesses to support employee mental health. The two Sworn Officers are to support the Agency's overall mission.
- Six State's Attorney's to help with the State's Attorney's Office's increasing case load.
- A Criminal Justice Coordinating Committee (CJCC) Coordinator to promote planning and programmatic efficiencies and reduce redundancy through exposure to, and facilitation of, links among multiple committees, task forces, and projects. The department/agency who will supervise this position is to be determined with a recommendation from the CJCC.
- The Department of Public Works Utilities division had two new positions approved for FY2022. A Regulatory Compliance Associate to assist with technical administrative needs and other duties to efficiently run various programs and tasks, and an Equipment Maintenance Supervisor for extensive maintenance and observation of equipment at the Mattawoman Wastewater Treatment Plant.
- Two positions were added under the Department of Emergency Services. A Health & Safety Officer under the Administration division to focus on specialized Emergency Services safety and health issues, and an Animal Control Officer to augment the current staffing to cover the division in a more efficient manner and to provide additional support for covering calls which are received 24 hours a day, 365 days a year.
- Planning and Growth Management added three new positions for FY2022. An Engineer III to support the capital improvement projects as it relates to drainage issues. A Climate Resilience and Sustainability Officer to coordinate all planning matters concerning climate change for the department. A Zoning Administrator to conduct and maintain comprehensive zoning updates for the Planning Division.

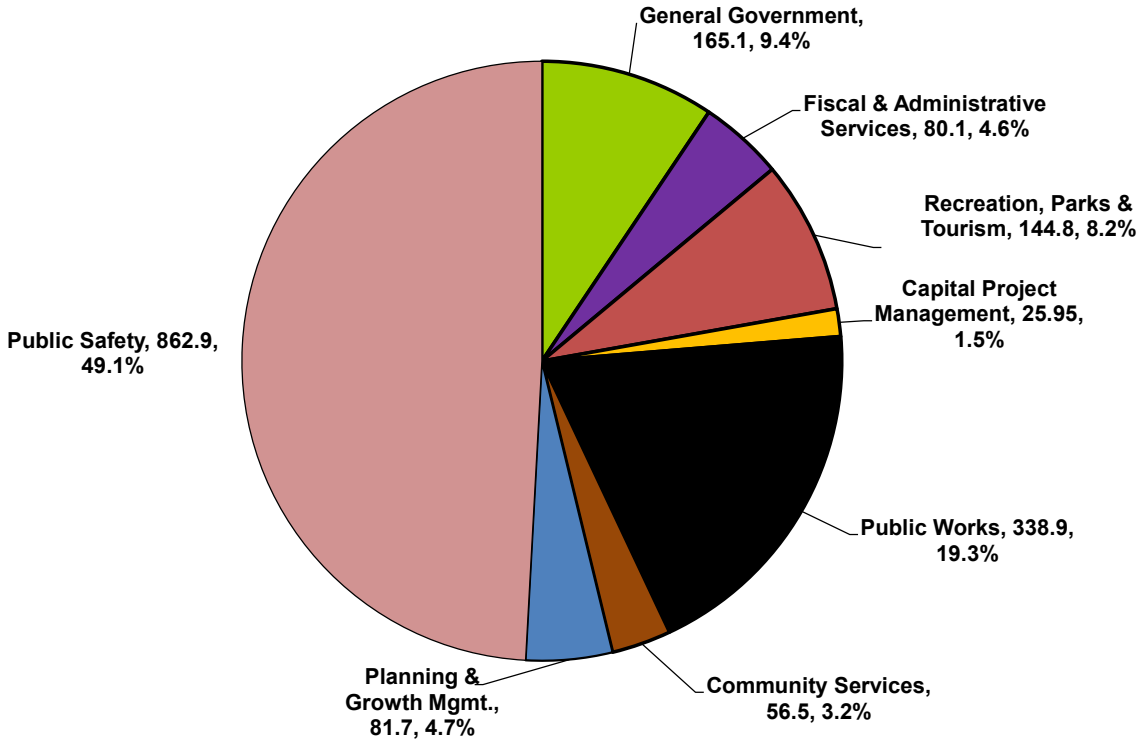
PERSONNEL/SERVICE LEVEL CHANGES

- The Economic Development Department had a Business Development Specialist approved for FY2022 to fully execute the county's five-year economic development strategic plan recommendations.
- Under the Department of Fiscal and Administrative Services a new Accounts Payable Manager and a Budget Analyst I were approved. The Accounts Payable Manager will manage the overall direction, coordination, and evaluation of the Accounts Payable function. The Budget Analyst to assist with the growing capital improvement program.
- Recreation, Parks and Tourism had a new Assistant Park Manager approved for FY2022 to handle the increase in park usage and visitation associated with the recently designated National Marine Sanctuary at Mallows Bay Park.
- The County Administrator's Office added a Workers Compensation Specialist for the Central Services Division to help with the County's growing caseload which includes working with third party administrators, attorneys, attending court hearings, and monitoring the fiscal impact of each case. A new part time position was added to assist with meeting increasing workloads.
- In addition to funding four new positions for the Sheriff's Office, two full time reduced hour positions were increased to full time hours.
- A full-time reduced hour position for the Department of Public Works Facilities was increased to full time as well.

TOTAL PERSONNEL



FY22 PERSONNEL BY FUNCTION



CHARLES COUNTY GOVERNMENT
PERSONNEL LISTING- FULL TIME EQUIVALENT

	FY18 YEAR END	FY19 YEAR END	FY20 YEAR END	FY21 YEAR END	FY22 APPROVED
TOTAL PERSONNEL					
Total Full Time Personnel	1,433.8	1,474.6	1,525.3	1,556.3	1,579.7
Total Part Time Personnel	174.6	175.7	176.2	175.9	176.2
TOTAL PERSONNEL	**1,608.3**	**1,650.3**	**1,701.5**	**1,732.2**	**1,755.9**
COUNTY DEPARTMENTS					
COMMUNITY SERVICES					
Administration	4.5	6.1	7.6	7.6	6.6
Aging and Senior Programs	30.6	35.4	34.8	34.8	35.8
Housing Authority	14.0	13.4	14.0	14.0	14.0
	49.0	54.9	56.5	56.5	56.5
COUNTY ADMINISTRATOR'S OFFICE					
County Administrator	4.0	4.0	5.0	4.0	5.7
Internal Audit	2.0	2.0	2.0	2.0	2.0
Security	4.8	0.0	0.0	0.0	0.0
Commissioner Office Administration	6.6	6.6	9.0	9.0	8.0
Central Services	1.0	6.8	7.8	7.8	8.8
Media	10.0	10.7	10.8	10.8	10.3
	28.4	30.1	34.6	33.6	34.8
COUNTY ATTORNEY'S OFFICE	10.0	10.0	11.0	11.0	11.0
COUNTY COMMISSIONERS	5.0	5.0	5.0	5.0	5.0
ECONOMIC DEVELOPMENT	10.6	10.6	10.6	10.6	11.0
EMERGENCY SERVICES					
Administration	4.3	4.3	4.3	4.3	6.3
Animal Shelter	17.8	17.8	18.4	18.4	18.4
Animal Control	6.0	6.0	6.0	6.0	7.0
Fire/EMS Communications	31.7	31.7	36.7	36.7	36.7
Emegency Management	2.0	2.0	2.0	2.0	1.0
Emergency Medical Services	92.1	92.1	101.1	114.1	113.1
False Alarm Reduction Unit	2.0	2.0	2.0	2.0	2.0
Special Operations	1.7	1.7	1.7	1.7	2.7
	157.7	157.7	172.3	185.3	187.3
FISCAL & ADMINISTRATIVE SERVICES					
Administration	2.0	2.2	2.2	2.2	2.2
Accounting/Payroll	11.8	10.8	11.5	11.5	12.5
Budget and Financial Planning	5.0	5.5	5.5	5.5	6.5
Information Technology	25.2	25.2	26.2	28.5	28.5
Purchasing	6.0	7.0	7.0	7.0	7.0
Treasury	13.5	13.5	13.5	13.5	13.5
Water & Sewer Billing	8.3	8.9	9.3	9.3	10.0
	71.7	73.0	75.1	77.4	80.1

CHARLES COUNTY GOVERNMENT
PERSONNEL LISTING- FULL TIME EQUIVALENT

	FY18 YEAR END	FY19 YEAR END	FY20 YEAR END	FY21 YEAR END	FY22 APPROVED
HUMAN RESOURCES					
Administration	8.4	9.4	9.4	10.4	10.4
Summer Intern Program	3.1	3.1	3.1	3.1	3.1
	11.5	12.5	12.5	13.5	13.5
PLANNING & GROWTH MANAGEMENT					
Administration	5.9	5.9	6.1	7.1	17.1
Codes, Permits & Inspections Services	31.5	34.5	38.1	38.1	28.1
Transit	5.0	5.0	5.0	5.0	5.0
Planning	27.5	27.5	28.5	28.5	31.5
	69.9	72.9	77.7	78.7	81.7
CAPITAL PROJECT MANAGEMENT					
Administration	0.0	0.0	0.0	0.0	4.0
Capital Services	0.0	0.0	0.0	0.0	9.0
Technical Support	0.0	0.0	0.0	0.0	13.0
	0.0	0.0	0.0	0.0	26.0
PUBLIC WORKS					
Facilities:					
Administration	11.0	11.0	11.7	11.0	11.0
Building & Trades	58.9	62.9	63.4	63.4	63.4
Landfill Operations	32.7	33.0	32.0	35.0	35.0
Roads	41.0	41.0	41.0	41.0	41.0
Recycling Operations	28.2	28.2	31.1	32.2	32.2
Fleet and Inventory Management	11.4	10.8	11.8	12.5	12.7
Subtotal Facilities	183.2	186.8	191.0	195.1	195.3
Utilities					
Water	40.6	41.3	42.6	47.0	51.4
Sewer	47.2	47.3	50.6	53.2	46.8
Mattawoman	35.7	35.0	36.3	37.3	38.4
Capital Projects	18.0	19.9	22.0	23.0	0.0
Meters	7.1	7.1	7.1	7.1	7.1
Subtotal Utilities	148.5	150.5	158.6	167.6	143.6
Public Works Grand Total	331.7	337.4	349.6	362.7	338.9
RECREATION, PARKS, & TOURISM					
Administration	7.5	7.5	6.0	6.0	8.0
Recreation	61.3	69.2	71.2	71.9	69.9
Parks and Grounds	57.4	58.4	58.4	58.4	59.4
Tourism	7.5	7.5	7.5	7.5	7.5
	133.8	142.7	143.2	143.8	144.8
Total Full Time Personnel	732.7	751.7	791.8	822.8	835.0
Total Part Time Personnel	146.5	155.0	156.1	155.2	155.6
TOTAL COUNTY DEPARTMENTS	**879.3**	**906.7**	**947.9**	**978.0**	**990.6**

CHARLES COUNTY GOVERNMENT
PERSONNEL LISTING- FULL TIME EQUIVALENT

	FY18 YEAR END	FY19 YEAR END	FY20 YEAR END	FY21 YEAR END	FY22 APPROVED
OUTSIDE AGENCIES					
CIRCUIT COURT	25.2	26.2	27.2	27.2	27.2
STATE'S ATTORNEY OFFICE	48.4	50.4	53.0	52.0	58.0
SHERIFF					
Sheriff's Office:					
Sheriff	1.0	1.0	1.0	1.0	1.0
Uniformed Officers	307.0	313.0	315.0	317.0	319.0
Office of the Sheriff	7.0	6.0	6.0	6.0	6.0
Executive Services Division	6.0	6.6	6.6	6.6	6.6
Administrative Services Division	16.7	17.5	18.5	18.5	19.5
Criminal Investigations Division	15.2	16.2	18.2	18.2	18.2
Communications	20.9	20.9	20.9	20.9	20.9
Station Clerks	22.0	22.0	22.0	22.0	22.0
Records Management	11.6	11.6	11.6	11.6	11.6
Management Information System	11.0	11.0	13.0	12.0	13.0
Patrol Division	2.0	1.0	1.0	1.0	1.0
Special Operations Division	11.1	10.8	10.8	10.8	10.8
Court Security	22.0	24.0	24.0	25.0	25.0
Judicial Services	21.8	20.8	21.2	20.2	20.2
Property Management	12.6	13.1	13.1	14.1	14.2
Training Division	7.1	6.8	6.8	6.8	6.9
Subtotal Sheriff's Office	495.0	502.4	509.8	511.8	516.1
Detention Center					
Administration	2.0	2.0	2.0	2.0	2.0
Correctional Officers	141.0	145.0	145.0	145.0	145.0
Classified Personnel	12.6	12.6	11.6	11.6	11.6
Subtotal Detention Center	155.6	159.6	158.6	158.6	158.6
Sheriff Grand Total	650.5	661.9	668.4	670.4	674.6
SOIL CONSERVATION	5.0	5.0	5.0	4.6	4.6
CRIMINAL JUSTICE COORDINATING COMMITTEE (CJCC)	0.0	0.0	0.0	0.0	1.0
Total Full Time Personnel	701.0	722.8	733.5	733.5	744.7
Total Part Time Personnel	28.1	20.7	20.1	20.7	20.7
TOTAL OUTSIDE AGENCIES	**729.1**	**743.5**	**753.6**	**754.1**	**765.4**

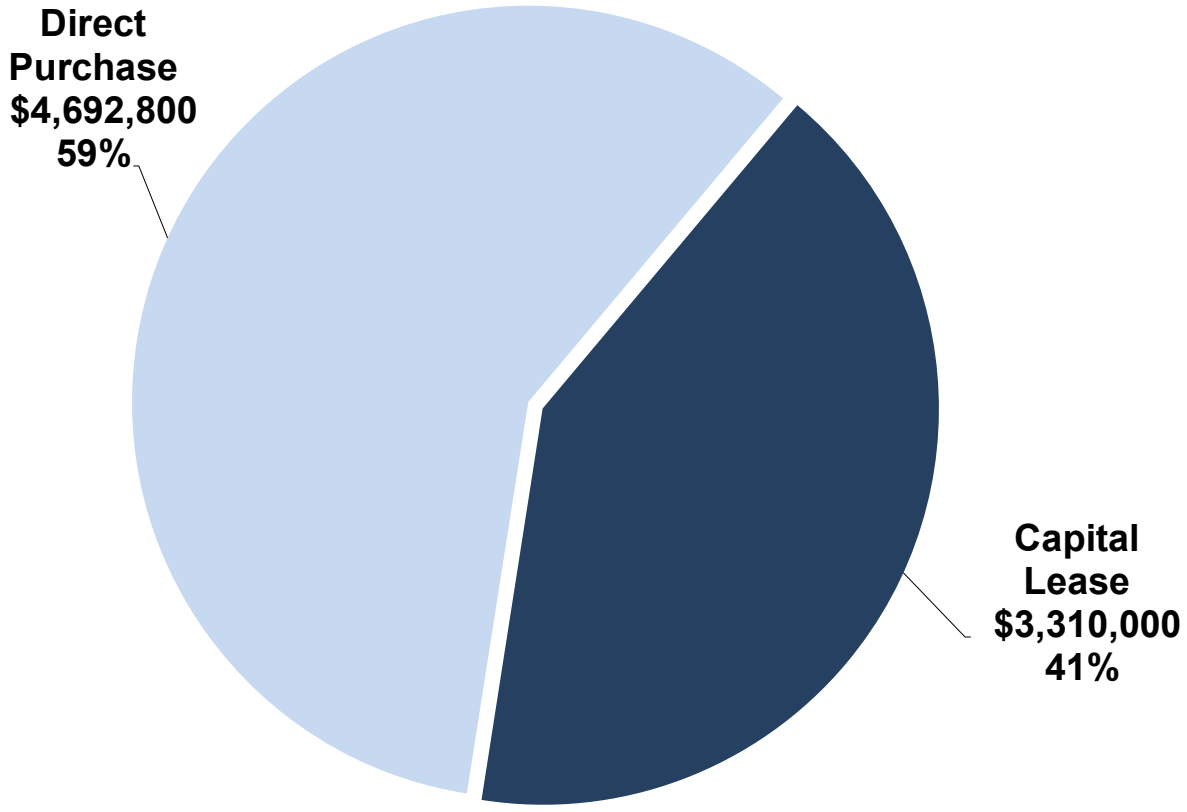
Vehicles & Equipment

FY2022 VEHICLE AND EQUIPMENT LISTING

Item Description	Asset Value of Request	Direct Purchase	Annual Lease
Total General Fund	$5,062,200	$2,859,700	$464,000
Total Transportation Fund	385,900	385,900	0
Total Solid Waste	1,203,700	886,200	66,900
Total Water & Sewer Operations	330,000	0	69,400
Total Environmental Services Operations Fund	507,500	490,000	3,700
Total Southern Maryland Criminal Justice Academy	10,000	10,000	0
Total Cable TV/I-Net Fund	61,000	61,000	0
Total Watershed Restoration & Protection Fund	442,500	0	93,200
Total All Funds	$8,002,800	$4,692,800	$697,200

Capital Lease Vs. Direct Purchase

The County Commissioners recognize the need for good equipment, and that new and improved equipment greatly assists staff with the completion of a growing list of tasks. To this end, the County has turned to capital leasing as an alternative to match equipment needs with financial limitations.



FY2022 VEHICLE AND EQUIPMENT LISTING

Item Description	Asset Value of Request	Direct Purchase	Annual Lease
General Fund			
Fiscal & Administrative Services			
I.T. - Applications			
FOR DES EMS	15,000	15,000	
Personnel File Management System			
The EMS Division and SOD Divisions are requesting to replace their personnel file management system which has become outdated and is no longer serviced by the vendor. The existing file management system sits on the County's network but requires frequent back-ups and restorations due to its age and outdated technology. Data is routinely lost and the data base must be rebuilt at least twice a month. Requesting funds to transition to a cloud based system.			
Total I.T. - Applications	***15,000***	***15,000***	***0***
I.T. - Network			
FOR FAS (Purchasing)			
Multi-function Printer (MFP)	6,000		1,300
2014 Ricoh MP 7502 - Request replacement MFP to replace large production unit in Purchasing that requires frequent servicing by a third party as it cannot be maintained by County's I.T. Division. Request the replacement unit be serviced by the County's I.T. Division. Currently have to pay approximately $225 quarterly for service and wait 1-3 business days for service. Quarterly maintenance on current equipment anticipated to increase by another $50 quarterly due to age of equipment.			
Total I.T. - Network	***6,000***	***0***	***1,300***
Total Fiscal & Administrative Services	**21,000**	**15,000**	**1,300**
Public Works - Facilities			
Admin. - Inventory Staff			
Order Picker Forklift	38,000		8,000
1985 - hours unknown. Order picker forklift is 35 years old, constant breakdowns, many parts obsolete. Used daily for warehouse operations.			
Total Administration	***38,000***	***0***	***8,000***
Building & Trades			
Full Size Van	47,000		9,900
Replacing B22 - 2008 w/ 103,214 miles. Vehicle has reached mileage criteria and repairs are costly. Replacement Van allows for safer, more reliable and efficient fleet.			
Transit Van	34,000		7,200
Replacing B23 - 2008 w/ 124,633 miles. Vehicle has reached mileage criteria and repairs are costly. Replacement Van allows for safer, more reliable and efficient fleet.			

FY2022 VEHICLE AND EQUIPMENT LISTING

Item Description	Asset Value of Request	Direct Purchase	Annual Lease
Full Size Van	47,000		9,900
Replacing B27 - 2008 w/ 143,626 miles. Vehicle has reached mileage criteria and repairs are costly. Replacement Van allows for safer, more reliable and efficient fleet.			
Full Size Van	47,000		9,900
Replacing B28 - 2008 w/ 114,769 miles. Vehicle has reached mileage criteria and repairs are costly. Replacement Van allows for safer, more reliable and efficient fleet.			
Full Size Van	47,000		9,900
Replacing B69 - 2006 w/ 110,541 miles. Vehicle has reached mileage criteria and repairs are costly. Replacement Van allows for safer, more reliable and efficient fleet.			
Bucket Truck	165,000		34,800
Replacing B63 - 2006 w/ 30,000 miles. Needs to be replaced due to high hour usage and failed safety inspection.			
Total Building and Trades	***387,000***	***0***	***81,600***
Fleet and Inventory Control			
Heavy Duty Truck Scan Tool	13,000		2,700
2010 - Current scan tool is not able to be updated beyond 2020 model year trucks. A new scan tool for heavy trucks will be needed to repair 2021 and newer dump trucks, tank trucks, bucket trucks, etc.			
Mobile Column Vehicle Lift	50,000		10,500
A new mobile column lift will allow the Division to be able to lift multiple types of heavy trucks and machinery for repair.			
Total Fleet and Inventory Control	***63,000***	***0***	***13,200***
Roads			
Single Axle Dump Truck w/ Snow Equipment	190,000		40,000
Replacing R128 - 2008 w/ 110,000 miles. Truck meets County's replacement policy of 12 years or 150,000 miles. Frames are severely rusted from winter salt and becoming unsafe to operate. High maintenance costs due to salt damage. Single axle dump truck is a key piece of equipment needed for snow removal and daily maintenance activities.			
Single Axle Dump Truck w/ Snow Equipment	190,000		40,000
Replacing R129 - 2008 w/ 130,000 miles. Truck meets County's replacement policy of 12 years or 150,000 miles. Frames are severely rusted from winter salt and becoming unsafe to operate. High maintenance costs due to salt damage. Single axle dump truck is a key piece of equipment needed for snow removal and daily maintenance activities.			
Single Axle Dump Truck w/ Snow Equipment	190,000		40,000
Replacing R127 - 2008 w/ 130,000 miles. Truck meets County's replacement policy of 12 years or 150,000 miles. Frames are severely rusted from winter salt and becoming unsafe to operate. High maintenance costs due to salt damage. Single axle dump truck is a key piece of equipment needed for snow removal and daily maintenance activities.			

FY2022 VEHICLE AND EQUIPMENT LISTING

Item Description	Asset Value of Request	Direct Purchase	Annual Lease
Single Axle Dump Truck w/ Snow Equipment	190,000		40,000
Replacing R130 - 2008 w/ 105,000 miles. Truck meets County's replacement policy of 12 years or 150,000 miles. Frames are severely rusted from winter salt and becoming unsafe to operate. High maintenance costs due to salt damage. Single axle dump truck is a key piece of equipment needed for snow removal and daily maintenance activities.			
Total Roads	***760,000***	***0***	**160,000**
Total Public Works - Facilities	**1,248,000**	**0**	**262,800**
Recreation, Parks, and Tourism			
Turkey Hill Park			
72" Zero Turn Mower	17,000		3,600
Replacing PTC-40, 2013 w/ 1,304 hours. Past cycle life and high maintenance.			
Parks and Grounds			
Pick up 4x4	38,000		8,000
Replacing P-50, 2008 w/ 108,000 miles. Poor condition and past life cycle.			
Pick up 4x4	38,000		8,000
Replacing P-51, 2008 w/ 60,000 miles. Poor condition and past life cycle.			
Pick up 4x4	38,000		8,000
Replacing P-39, 2003 w/ 130,000 miles. Poor condition and past life cycle.			
Pick up 4x4	38,000		8,000
Replacing P-49, 2006 w/ 165,000 miles. Poor condition and past life cycle.			
Batwing Mower	74,000		15,600
Replacing PM-15, 2005 w/ 4,300 hours. Poor condition, high hours and high maintenance.			
Tractor	36,000		7,600
Replacing PM-2, 1998 w/ 2,900 hours. Poor condition and past life cycle.			
Zero Turn Mower	22,000		4,600
Replacing PTC-26, 2005 w/ 2,000 hours. Poor condition and high hours.			
White Plains Golf Course			
Utility Tractor	27,000		5,700
Replacing PM-31, 1996 w/ 5,868 hours. Poor condition and high maintenance.			
Front Deck Mower	27,000		5,700
Replacing PTC-19, 2003 w/ 5,617 hours. Poor condition and past life cycle.			
Batwing Mower	19,000		4,000
Replacing PBW-6, 2003 w/ high usage. Past life cycle and high maintenance.			
Utility Cart	9,000		1,900
Replacing C-1, 1990 w/ 4,663 hours. 30 years old, past life cycle and high maintenance.			

FY2022 VEHICLE AND EQUIPMENT LISTING

Item Description	Asset Value of Request	Direct Purchase	Annual Lease
Utility Cart	9,000		1,900
Replacing cart, 2002 w/ 6,935 hours. Past life cycle and high maintenance.			
Gilbert Run Park			
Maintenance Building	24,000		5,100
All three Sea Lockers are in poor condition with roof leaks, holds moisture and mold.			
Utility Vehicle	13,000		2,700
Replacing PUV-44, 2013 w/ 1,718 hours. Past cycle life and high hours.			
White Plains Park			
Front Deck Mower	27,000		5,700
Replacing PTC-30, 2005 w/ 2,650 hours. Little power and can not climb small hills or steep terrain.			
Laurel Springs Park			
Front Mount Mower	27,000		5,700
Replacing PTC-42, 2013 w/ 1,500 hours. Poor condition and end of life cycle.			
Stethem Park			
Maintenance Building	24,000		5,100
All three Sea Lockers are in poor condition with roof leaks and floor rotted through.			
Oakridge Park			
72" Zero Turn Mower	17,000		3,600
Replacing PTC-44, 2013 w/ 1,350 hours. Vehicle Maintenance recommended replacement due to ongoing fuel and electrical problems.			
Mallows Bay Park			
Truck	38,000		8,000
New vehicle to support the new Assistant Park Manager position.			
Trailer	7,000		1,500
Trailer to support the new Assistant Park Manager position.			
Pisgah Park			
Sand Pro	26,000		5,500
Replacing PRK-02, 2008 w/ 636 hours. Poor condition and past life cycle.			
Total Parks and Grounds	***595,000***	***0***	***125,500***
Total Recreation, Parks, and Tourism	**595,000**	**0**	**125,500**

FY2022 VEHICLE AND EQUIPMENT LISTING

Item Description	Asset Value of Request	Direct Purchase	Annual Lease
Circuit Court			
Chambers Office Furniture	15,000	15,000	
Several of the judicial administrative assistants' and law clerks' desks require replacement. The desks are at least 20 years old and have become dilapidated, often to the extent of posing a safety hazard.			
Total Circuit Court	**15,000**	**15,000**	**0**
Fire and Rescue			
Portable Radios	424,500	424,500	
To purchase portable radios to outfit volunteered owned Fire and EMS apparatuses for public safety personnel to have the ability to communicate to each other.			
Total Fire and Rescue	**424,500**	**424,500**	**0**
Central Services			
Security Cameras	50,100	50,100	
To fund the various needs of the County. This includes cameras, video storage, hard drives, cables, licenses, speakers, and other replacement or new items as needed.			
Total Central Services	**50,100**	**50,100**	**0**
Emergency Services			
Administration			
Truck	65,000		13,700
New vehicle is needed for the new Health and Safety Officer position.			
Total Administration	***65,000***	***0***	***13,700***
Animal Control			
Custom Van	70,000		14,700
New vehicle is needed for the new Animal Control Officer.			
Total Animal Control	***70,000***	***0***	***14,700***
Communication			
Command/Communications SUV	65,000		13,700
New emergency response interceptor SUV for the Chief of Public Safety Communications.			
Total Communications	***65,000***	***0***	***13,700***
Career EMS			
Cardiac Monitors/Defibrillators (3)	117,000		24,600
To replace four cardiac monitor/defibrillators that have reached the end of their service life. Cardiac monitoring defibrillators are essential equipment to the provision of advanced life support care to the community.			
Total Career EMS	***117,000***	***0***	***24,600***
Total Emergency Services	**317,000**	**0**	**66,700**

FY2022 VEHICLE AND EQUIPMENT LISTING

Item Description	Asset Value of Request	Direct Purchase	Annual Lease
Sheriff's Office			
Sheriff's Office			
Vehicles (2) (For New Officers Approved FY21)	70,000	70,000	
Mobile Radios (2) (For New Officers Approved FY21)	14,000	14,000	
Arbitraitor & Install (2) (For New Officers Approved FY21)	20,000	20,000	
Radios (2) (For New Officers Approved FY22)	13,000	13,000	
MDT's (2) (For New Officers Approved FY22)	21,600	21,600	
Ballistic Shields - Special Operations Division (70)	358,700	358,700	
Replacement Vehicles (36)	1,260,000	1,260,000	
Replacement K-9's (2)	16,000	16,000	
Drones - Tactical (2)	34,000	34,000	
Drone - Workhorse	20,000	20,000	
IT Workspace Office Furniture and Cubicle	105,000	105,000	
Executive Services Workspace Office Furniture and Cubicle	35,000	35,000	
Camera System for CID Detectives	165,000	165,000	
CID Administrative Computers (2)	15,900	15,900	
Upgrade (4) VPN Routers	42,000	42,000	
Upgrade UPS at District 1	84,000	84,000	
Total Sheriff's Capital	***2,274,200***	***2,274,200***	***0***
Detention Center			
Furniture Intake Area Needs	47,300	47,300	
Live Scan Finger Printer Machine	33,600	33,600	
Total Detention Center - Capital	***80,900***	***80,900***	***0***
Total Sheriff's Operations	**2,355,100**	**2,355,100**	**0**
Economic Development			
Vehicle	36,500		7,700
New vehicle to support the Department and the new position approved for FY2022. The new Business Retention Specialist position will spend significant amount of time out in the community, meeting with businesses and others.			
Total Economic Development	**36,500**	**0**	**7,700**
General Fund Total	**$5,062,200**	**$2,859,700**	**$464,000**
Total Cost of Items to Be Leased:	**$2,202,500**		

FY2022 VEHICLE AND EQUIPMENT LISTING

Item Description	Asset Value of Request	Direct Purchase	Annual Lease

Transportation Grants Fund

Planning and Growth Management

Transportation (Capital)

Light Duty Fixed Route Bus - Repower 11,500 11,500
Replacing T1712. T1712 is a light duty fixed route bus that has been in service since November 2017 and is projected to exceed 290,000 miles during FY2022. To extend its service life it will require a replacement engine and transmission.

Light Duty Fixed Route Bus - Repower 11,500 11,500
Replacing T1713. T1713 is a light duty fixed route bus that has been in service since November 2017 and is projected to exceed 280,000 miles during FY2022. To extend its service life it will require a replacement engine and transmission.

Light Duty Paratransit Bus - Repower 11,500 11,500
Replacing T1703. T1703 is a light duty paratransit bus that has been in service since April 2017 and is projected to exceed 250,000 miles during FY2022. To extend its service life it will require a replacement engine and transmission.

Light Duty Paratransit Bus - Repower 11,500 11,500
Replacing T1704. T1704 is a light duty paratransit bus that has been in service since April 2017 and is projected to exceed 250,000 miles during FY2022. To extend its service life it will require a replacement engine and transmission.

Light Duty Paratransit Bus - Repower 11,500 11,500
Replacing T1705. T1705 is a light duty paratransit bus that has been in service since April 2017 and is projected to exceed 250,000 miles during FY2022. To extend its service life it will require a replacement engine and transmission.

Light Duty Paratransit Bus - Repower 11,500 11,500
Replacing T1706. T1706 is a light duty paratransit bus that has been in service since April 2017 and is projected to exceed 250,000 miles during FY2022. To extend its service life it will require a replacement engine and transmission.

Light Duty Paratransit Bus - Repower 11,500 11,500
Replacing T1707. T1707 is a light duty paratransit bus that has been in service since April 2017 and is projected to exceed 250,000 miles during FY2022. To extend its service life it will require a replacement engine and transmission.

Transportation (Capital) - Fixed Route Vehicles

Light Duty Fixed Route Bus 76,400 76,400
Replacing T709. T709 is a light duty fixed route bus that has been in service 4.5 years and accumulated over 280,000 miles. It's useful life is five years and/or 200,000 and it is need of replacement with a similar bus. Funds have been added to the value of request to cover changeover of County radio and MVA fees.

FY2022 VEHICLE AND EQUIPMENT LISTING

Item Description	Asset Value of Request	Direct Purchase	Annual Lease
Light Duty Fixed Route Bus	76,300	76,300	
Replacing T1710. T1710 is a light duty fixed route bus that will have been in service over 4.5 years and will have accumulated over 300,000 miles by the end of FY2022. It's useful life is five years and/or 200,000 and it will be in need of replacement with a similar bus. Funds have been added to the value of request to cover changeover of County radio and MVA fees.			
Light Duty Fixed Route Bus	76,400	76,400	
Replacing T1711. T1711 is a light duty fixed route bus that will have been in service over 4.5 years and will have accumulated over 290,000 miles by the end of FY2022. It's useful life is five years and/or 200,000 and it is need of replacement with a similar bus. Funds have been added to the value of request to cover changeover of County radio and MVA fees.			
Light Duty Fixed Route Bus	76,300	76,300	
Replacing T1718. T1718 is a light duty fixed route bus that will have been in service over 4.5 years and will have accumulated over 300,000 miles by the end of FY2022. Its useful life is five years and/or 200,000 and it is need of replacement with a similar bus. Funds have been added to the value of request to cover changeover of County radio and MVA fees.			
Total Transportation Fund	**$385,900**	**$385,900**	**$0**
**contingent on grant funds.*			

Landfill

Public Works - Facilities

Water Truck	205,000	205,000	
Replacing S23 - 2003 w/ 30,000 miles. Vehicle is becoming costly to repair, meets age requirements for replacement and is rusting out due to muddy conditions on landfill.			
Low Boy Trailer	75,000	75,000	
Replacing S43 - 2006. Equipment needs costly repairs due to age and rust. A new low boy is needed to haul equipment to repair facilities and various recycling centers.			
Track Loader	600,000	600,000	
Replacing S64 - 2013 w/ 8,000 hours. Equipment is becoming costly to repair based on hours. A new track loader is needed to process waste on landfill working face.			
Excavator	300,000		63,200
Excavator needed in landfill for excavation of slopes for proper drainage and filling.			
Zero Turn Mower	17,500		3,700
To help expedite mowing as the site becomes larger.			
Dual Axle Trailer	6,200	6,200	
Trailer to be pulled by tractor to carry straw blower and straw for covering slopes. As the landfill expands and approach capacity, more and more slopes need to be strawed for stability.			
Total Landfill	**$1,203,700**	**$886,200**	**$66,900**
Total Cost of Items to be Leased	**$317,500**		

FY2022 VEHICLE AND EQUIPMENT LISTING

Item Description	Asset Value of Request	Direct Purchase	Annual Lease
Water and Sewer Operation Fund			
Public Works - Mattawoman - Support Services			
Truck *Truck for FY22 new position - Equipment Maintenance Supervisor.*	50,000		10,500
Sludge Pump for Gravity Thickeners *This pump is identical to the 2 being installed in the gravity thickener upgrade, this will allow us to remove the entire assembly and install the spare pump quickly in the event of a pump failure. Then the damaged removed pump can be repaired as time allows without impacting the gravity thickener performance.*	75,000		15,800
Total Mattawoman	***125,000***	***0***	***26,300***
Public Works - Utilities Water & Sewer			
4x4 Pick Up Truck *Replacing U14 - 2008. Vehicle is currently assigned to North Region for flushing. Requesting replacement due to age and mileage. Mileage currently exceeds 190,000.*	40,000		8,400
4x4 Pick Up Truck *Replacing U43 - 2007. Vehicle is currently assigned to the Southern Region. Requesting replacement due to age and mileage. Mileage currently exceeds 130,000.*	40,000		8,400
4x4 Pick Up Truck *Replacing U53 - 2008. Vehicle is currently assigned to the Southern Region. Requesting replacement due to age and mileage. Mileage currently exceeds 203,000.*	40,000		8,400
4x4 Pick Up Truck w/ Cab *Replacing U54 - 2008. Vehicle is currently assigned to SCADA. Requesting replacement due to age and mileage. Mileage currently exceeds 155,750.*	50,000		10,500
Water - Support Services			
SUV/Sedan - Hybrid *Replacing U151 - 2005. Vehicle is currently assigned to DPW Director and is showing signs of age and has been recommended by Vehicle Maintenance for replacement.*	35,000		7,400
Total Water	***205,000***	***0***	***43,100***
Total Public Works - Utilities Water & Sewer	***330,000***	***0***	***69,400***
Total Water & Sewer Fund	**$330,000**	**$0**	**$69,400**
Total Cost of Items to be Leased	**$330,000**		

FY2022 VEHICLE AND EQUIPMENT LISTING

Item Description	Asset Value of Request	Direct Purchase	Annual Lease
Environmental Services Program Fund			
Public Works - Facilities			
Recycling			
Stake Body Truck	75,000	75,000	
Replacing S17 - 2007 Ford F350 w/ 142,995 miles. Propose to replace older Stake body truck. Currently this vehicle is over 100,000 miles and is used as a spare. Replacing it with a newer Stake body truck with a longer bed which would be more efficient for collecting materials inside of the recycle centers.			
Volvo L120H Wheel Loader	300,000	300,000	
Replacing S36 - 2001 L70D Wheel Loader w/ 6,410 hours. S36 is an older loader used for Cobb Island to push up and load mulch, brush, metal and plow facility during snow events. Propose to replace older loader from Breeze Farm (Cobb Island) and purchase a new loader.			
Recycling Carts	115,000	115,000	
Purchase of 95 gallon recycling carts for expanding services and resident requests.			
Total PW-Facilities	***490,000***	***490,000***	***0***
Capital Project Management			
Capital Project Management			
Hybrid Vehicle	17,500		3,700
Vehicle for new Director. Vehicle is split between the Environmental Service Fund (50%) and the Watershed Protection and Restoration Fund (50%). $35,000 total.			
Total Capital Project Management	***17,500***	***0***	***3,700***
Total Environmental Srvc. Fund	**$507,500**	**$490,000**	**$3,700**
Total Cost of Items to be Leased	**$17,500**		
Southern Maryland Criminal Justice Academy			
Sheriff's Office			
Equipment	10,000	10,000	
To purchased needed capital outlay items. Exact items will be determined as needed.			
Total Southern Maryland Criminal Justice Academy	**$10,000**	**$10,000**	**$0**

FY2022 VEHICLE AND EQUIPMENT LISTING

Item Description	Asset Value of Request	Direct Purchase	Annual Lease
Cable TV/I-Net Fund			
Fiscal Services			
Information Technology - PEG Access Grant			
Replace 10 switches	61,000	61,000	
Network switches are used to connect devices together in order to form a network. A network switch replacement schedule is used to keep up with evolving network demands and technology advancements.			
Total Fiscal Services IT Cable TV Fund	***61,000***	***61,000***	***0***
Total Cable TV/I-Net Fund	**$61,000**		**0**
Watershed Protection & Restoration Fund			
Public Works -Facilities/Administration			
Roads			
Mini Excavator	160,000		33,700
Excavator is needed to assist crews performing ditching, drainage, and pipe replacement repairs. This additional excavator is needed due to increased pipe failures and stormwater management (SWM) drainage issues in the County's right of way. This is all contributed to the aging SWM infrastructure and metal pipes that are failing at a higher than expected rate. This excavator is a valuable tool for storm clean up when multiple crews are dispatched, and when other excavator is down or having performance maintenance done.			
Grapple Rake Attachment	30,000		6,300
Attachment is needed for rubber tire loader that is used for storm clean up and SWM repairs.			
Grapple Debris Truck	235,000		49,500
This truck is needed for clean up during and after storm events. It can remove vegetation and large debris from roadway and SWM areas. Roads is currently having to borrow this type of truck from Environmental Resources and it is often not available. This truck can be used as an on call / emergency response vehicle that will increase response time to road closures.			
Total Public Works	***$425,000***	***$0***	***$89,500***
Capital Project Management			
Capital Project Management			
Hybrid Vehicle	17,500		3,700
Vehicle for new Director. Vehicle is split between the Environmental Service Fund (50%) and the Watershed Protection and Restoration Fund (50%). $35,000 total.			
Total Capital Project Management	***17,500***	***0***	***3,700***
Watershed Protection & Restoration Fund	**$442,500**	**$0**	**$93,200**
Total Cost of Items to be Leased	**442,500**		
TOTAL ALL FUNDS	**$8,002,800**	**$4,692,800**	**$697,200**
TOTAL COST OF ALL ITEMS TO BE LEASED	**$3,310,000**		

Capital Budgets

CAPITAL IMPROVEMENT PROGRAM

Capital Improvement Program (CIP)

The CIP is a long-term planning and budget process which is reviewed annually to assist County Officials with the task of planning, constructing, and financing public infrastructure. The CIP consists of a number of capital projects and is categorized as: Board of Education, College of Southern Maryland, General Government, Parks, Transportation, Sewer, Water, Watershed Protection and Restoration, Environmental Services, and Solid Waste. These projects are planned for over a five-year increment. Budget funds are appropriated by the County Commissioners for the most current fiscal year of the CIP. The "out years" (years following the approved fiscal year) are adopted for planning purposes only. Project costs in the "out years" are adjusted to reflect the anticipated consumer price index. A forward-looking CIP prepares the County to meet its obligation for the needs of the community and the financial resources available to fund those needs.

A capital project is defined as a project of a non-recurring nature and involves purchasing land, constructing a new facility, renovating, or expanding an existing facility, and equipping new facilities. Although there are many definitions of what constitutes a capital project, the County considers projects that exceed $15,000 and have a service life of 10 years or more as a capital project. This definition is intended to exclude routine maintenance costs, such as painting, which would be budgeted within the operating budget.

The CIP program is divided into two categories, **Governmental Projects** and **Enterprise Fund Projects**. Governmental projects include Board of Education, College of Southern Maryland, General Government, Parks, and Transportation. These projects are funded directly through general obligation bonds, new school capacity construction bonds, operating revenues, loans, state or federal grants, donations, and developer contributions. Project budgets and the accounting of these projects are tracked in a separate Capital Project Fund. Debt payments associated with the financing for these projects are recovered by the taxing authority of the County and accounted for in the General Fund Operating Budget. Debt payments for new school capacity construction bonds are accounted for in the Debt Service Fund and funded by excise tax revenue from new homes.

Enterprise Fund projects include Sewer, Water, Watershed Protection and Restoration, Environmental Services, and Solid Waste projects. Financing for these projects are provided from revenue bonds, operating revenue, and federal or state grants. Project revenue and expenditures are accounted for in their respective Enterprise Funds. User fees are adjusted annually to support the associated capital or debt service costs associated with the CIP.

Capital Project Fund

The Capital Project Fund is used to account for the acquisition and construction of major capital facilities other than those financed by Enterprise Funds. The Capital Project Fund budget represents the approved current year of governmental fund type projects.

Capital Project Revenues

There are several types of revenues supporting the CIP. Customary revenue sources for the CIP include: Operating transfers (Pay-go), developer contributions, grants from Federal or State agencies, private sector donations, operating revenues, and long-term debt instruments such as loans or bond issues.

Pay-Go funding provides revenue for a project from current operating revenues, such as tax revenue, user fees, etc. The County typically uses this type of financing for projects that are relatively low in cost, have short life spans, or as a supplement to long-term financing. The advantage of Pay-go financing is that interest expense is not added to the cost of the project. One disadvantage of Pay-go financing is that tax rate, fees, or other revenue sources may have to be increased significantly to provide the revenues. Additionally, the cost of the asset is fully paid for by the taxpayers in one year, although the asset will benefit future taxpayers. The FY2022 budget was appropriated using Pay-Go funding of $2,029,000 from the General Fund. Majority of these funds are being used to support park projects.

The primary source of funds available to local governments is long-term financing, typically done through bond issues. Long-term financing is similar to a home mortgage. Cost to construct is spread over many years with an interest cost so as to make the acquisition affordable. General Obligation bonds are legally binding agreements to pay a specified sum of money, at specified dates in the future, together with periodic interest at a specified rate. These bonds are backed by the full faith and credit of the government. The financial impact of payments for general obligation bonds on taxpayers is much easier to manage than the burden of Pay-go financing of a capital project. A disadvantage of long-term financing is that the total cost of financing a project is greater due to the related interest expense.

CAPITAL IMPROVEMENT PROGRAM

To ease the burden on both operating revenues and the amount of long-term debt being issued by local governments, many counties have initiated a program with developers to accept developer contributions to assist in financing projects related to new growth. Charles County has adopted fees for water & sewer facilities for new capacity.

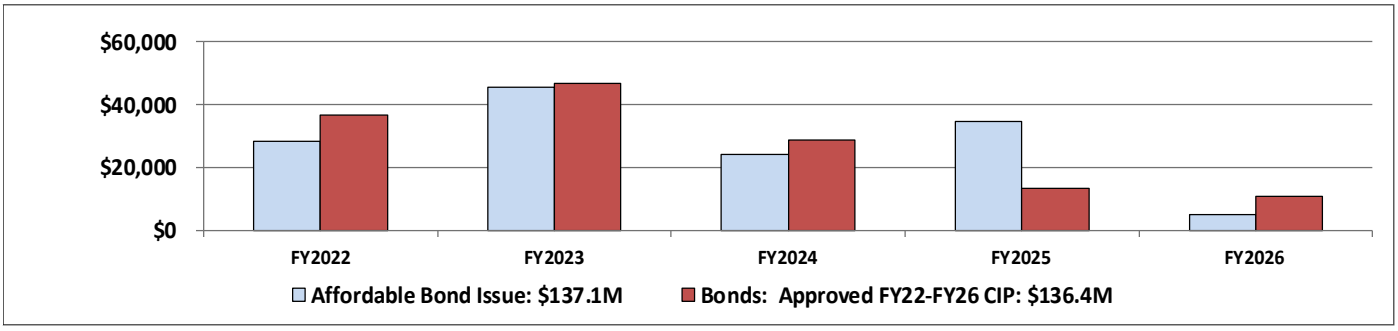
The County Commissioners, by virtue of Article 24, Section 9-10B-01, of the Annotated Code of Maryland, can issue bonds necessary for school construction related to additional capacity. The revised legislation allows the County to assess and collect an excise tax on new home starts to pay for the debt service associated with the new bond authority. These regulations are adopted for the purpose of promoting the health, safety and general welfare of the residents of Charles County by:

A. Requiring new residential development to pay its proportionate fair share of the capital facilities or funds necessary to accommodate new residential development impacts on public schools.
B. Complementing the subdivision and zoning regulations of the Charles County Code by requiring that new residential development within the county be assessed an excise tax for its share of costs attributable to the development for its impacts on public school facilities as well as satisfying any other applicable requirements.
C. Implementing the County Comprehensive Plan to help ensure that adequate school facilities are available in a timely and well-planned manner.

Other sources of funding from outside organizations include: individual communities, state, federal, and corporate sources. Finally, the Commissioners could choose to make an appropriation from fund balance or retained earnings within a fund. Fund balance is the difference between fund assets and fund liabilities of governmental and would be similar to a personal savings account. The FY2022-FY2026 CIP fund balance is utilizing bond premium from the 2020 bond issue.

Trends and Assumptions for Estimates

On an annual basis the County develops five-year operating and capital budgets to measure the costs associated with required financing. To determine the amount of long-term debt, each project is reviewed for estimated useful life, dollar amount, and other revenue sources. Other revenue sources are subtracted from the project cost leaving the net cost to be financed with long-term debt. General fund revenues are estimated over a five-year period to determine the amount of revenue to be dedicated to fund additional long-term debt without creating an undue burden on the fund. Per the County's Debt Policy, the General Fund debt service will not exceed 8% of the operating budget.



New water and sewer connection fees are estimated from a combination of historical trends and planning estimates and are applied to the debt service needed to construct central water and sewer systems. Historical trends in solid waste trash tons at the County-owned landfill are reviewed and trends are developed to project future revenue available for future landfill construction.

These revenue trends can often be sporadic. The operating transfer or "pay-go" funding is certain and fixed at the time of adoption. These funds are transferred during the beginning of each fiscal year. The other sources of revenue are not always received as planned. For example, many of the grant-oriented projects are on a reimbursement basis; therefore, revenues are received parallel to the construction schedule. The construction schedule can be subject to changes in the weather, land acquisition, right-of-way, changes in federal and state regulations, and occasionally contract disputes with contractors. These changes in construction timelines impact the bond funding decisions due to changes in the cashflow requirements.

CAPITAL IMPROVEMENT PROGRAM

The amount of excise tax bonds to be issued in order to fund new school construction is dependent upon the amount of revenues that are expected from the excise tax levy. The excise tax levied for school construction is based on the number of new home starts within the County. The tax is adopted annually, and the rate is as follows:

Dwelling Type	FY22 Excise Tax
Single Family Detached	$18,476
Townhouse	$18,641
Multi-Family	$15,698

The number of new starts is estimated based on both historical and assumed future construction. These changing trends and compounding variables are the main reason for capital project planning on a five-year basis.

Project costs are estimated by the Board of Education, College of Southern Maryland, County Departments of Planning & Growth Management, Public Works, Recreation, Parks, and Tourism, and Emergency Services. Instead of adding inflationary costs to each individual project that is submitted by the project managers, a separate consolidated "Contingency- Inflation" account has been established. The account will be used as a reserve when needed to add additional funds to a project if/when inflation occurs. This method allows us to financially plan for cost inflation while at the same time present projects in today's dollars. Costs will be revised during each CIP cycle and the Contingency- Inflation account will be adjusted as needed.

Planning Commission

The purpose and functions of the Charles County Planning Commission are stated in the Land Use Article of the Annotated Code of Maryland, in the Charles County Code of Public Law, and the Charles County Zoning Ordinance. Primary functions of the Planning Commission are to prepare and recommend a comprehensive land use plan for the jurisdiction, as well as provide a framework for land use, economic development, water and sewerage facilities, and transportation infrastructure within the County. The Planning Commission reviews and approves development proposals against the County Comprehensive Plan, the County Zoning Ordinance, and the Subdivision Regulations. As part of the formal review process for new Capital Budgets, the Planning Commission also reviews the CIP requests and provides a report as to its consistency with the goals and objectives of the Comprehensive Plan. The comments made by the Planning Commission are noted on each project page.

During this year’s review, emphasis was placed on projects that promote the County's land use and growth management policies, as well as projects that support the County's economic development efforts. The recommendations were based on the Planning Commission’s experience with Land Use Policy, the Adequate Public Facilities Ordinance, reviewing development proposals, and County population projections. The following criteria was used: (1) review of the Adequate Public Facilities (APF) inadequacies that have been identified; (2) projects which will implement the goals of the Comprehensive Plan; and (3) identification of any projects found to be inconsistent with the Comprehensive Plan. All projects were found to be consistent with the Charles County Comprehensive Plan or are routine upgrades or maintenance projects.

Comprehensive Plan

Implementation of the 2016 Comprehensive Plan started in FY2017. The Department of Planning and Growth Management is developing a revised work program for Comprehensive Plan implementation, which included a Comprehensive Zoning Code update that not only implements the Plan but overhauls the zoning regulations to meet more efficient practices. Once the process begins it is expected to take two to three years to complete and will include public participation.

CAPITAL IMPROVEMENT PROGRAM

Deferred Capital Improvement Projects

The following is a list of projects that were either deferred, removed, did not require additional funding, or the scope of the project was substantially reduced from the prior approved FY22 – FY26 program.

General Government
- Newburg EMS Station

Solid Waste
- Waster Transfer Station

Water and Sewer
- Water Model Update
- Sewer Model Update

Capital Project Impacts on Operating Budget

The major operating budgets and capital budgets are tied directly together with the use of five-year financial plans. A plan is developed for each of the major funds involving capital construction: general and enterprise. These plans are then reviewed prior to the capital budget request. Once the level of debt is established and the scope of construction is planned, then the operating impacts are reviewed a second time. Additional infrastructure usually results in more operating costs. These costs include, staff, maintenance, additional debt for lease payments, and other expenses. Occasionally additional infrastructure generates operational savings.

The County recognizes the need to link capital and operating budgets together; therefore, each project request is required to have an estimate of the costs to operate the completed project or in some cases a project may actually generate cost savings. The estimates can be seen on the bottom of each project page in the Capital Project section of this book. Each request is reviewed and included in the CIP, as well as, factored into other five-year financial models relating to the operating budgets. By so doing, the County Commissioners can visualize the operating impact of the CIP on such things as water and sewer user fee rates and tax rate changes.

The cumulative operating impacts of Capital Projects are included in this section and incorporated into the 5-Year Plans in the Financial Planning portion of this book. By the end of FY26, the current FY22-FY26 CIP would result in the need to add an additional $3.0 million to the General Fund budget for operating cost related to the various Government building, parks, EMS stations, and for the Radio Communications System Upgrade project. For planning purposes an estimate for Elementary School #23 is provided. These costs will be modified closer to the opening of the elementary school which is not scheduled until FY2025. The Board of Education estimate for Elementary School #23 is the estimated full cost and will be reduced for staff transferred from other schools. Additionally, the Board of Education receives other revenues from other sources which could help support the new school. Cost estimates are reviewed and updated annually. The operating impact of the Landfill Gas to Energy capital project is $89,100 which is estimated to begin in FY2023. This project will be supported by the Solid Waste (Landfill) Enterprise Fund.

CUMULATIVE CIP OPERATING IMPACTS

FY2022-FY2026 CAPITAL IMPROVEMENT PROGRAM

($ in thousands)

GOVERNMENTAL OPERATIONS

BOARD OF EDUCATION

Elementary School #23

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Beyond FY 2026
No. of Personnel	0.00	0.00	57.60	57.60	57.60	57.60
Personnel Costs	$0.0	$0.0	$4,228.6	$4,397.8	$4,573.7	$4,756.6
Operating	0.0	0.0	487.5	497.3	507.2	522.4
Start-Up Cost	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$4,716.1**	**$4,895.1**	**$5,080.9**	**$5,279.0**
Total Board of Education	**$0.0**	**$0.0**	**$4,716.1**	**$4,895.1**	**$5,080.9**	**$5,279.0**

PERSONNEL	
Administrative Staff	2.0
Support Staff	16.8
Teachers/Asst	38.8

COUNTY GOVERNMENTAL OPERATIONS

Generator Replacement Program

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0
Operating	0.0	(1.1)	(2.3)	(3.5)	(4.8)	(4.9)
Total Operating	**$0.0**	**($1.1)**	**($2.3)**	**($3.5)**	**($4.8)**	**($4.9)**
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$0.0**	**($1.1)**	**($2.3)**	**($3.5)**	**($4.8)**	**($4.9)**

Charles County Animal Shelter

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Beyond FY 2026
No. of Personnel	0.00	0.00	2.60	2.60	2.60	2.60
Personnel Costs	$0.0	$0.0	$133.0	$138.3	$143.9	$149.6
Operating	0.0	0.0	123.3	125.7	128.2	132.1
Total Operating	**$0.0**	**$0.0**	**$256.3**	**$264.0**	**$272.1**	**$281.7**
Vehicle & Equipment Lease	0.0	0.0	4.2	8.4	8.4	8.4
Total Impact	**$0.0**	**$0.0**	**$260.5**	**$272.4**	**$280.5**	**$290.1**

PERSONNEL	
Facilities Maintenance Technician II	1.0
Grounds Maintenance Worker	1.0
Part Time	0.6

Radio Communications System Upgrade

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0
Operating	0.0	0.0	493.7	503.5	513.6	529.0
Total Operating	**$0.0**	**$0.0**	**$493.7**	**$503.5**	**$513.6**	**$529.0**
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$0.0**	**$0.0**	**$493.7**	**$503.5**	**$513.6**	**$529.0**

Charles County VanGO Maintenance Facility

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	1.00	1.00	0.00
Personnel Costs	$0.0	$0.0	$0.0	$68.4	$71.2	$74.0
Operating	0.0	0.0	0.0	556.0	567.1	584.1
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$624.4**	**$638.3**	**$658.1**
Vehicle & Equipment Lease	0.0	0.0	0.0	4.8	4.8	0.0
Total Impact	**$0.0**	**$0.0**	**$0.0**	**$629.2**	**$643.1**	**$658.1**

PERSONNEL	
Maintenance Tech I	1.0

La Plata Library Relocation

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0
Operating	0.0	0.0	0.0	113.9	50.4	51.9
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$113.9**	**$50.4**	**$51.9**
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$0.0**	**$0.0**	**$0.0**	**$113.9**	**$50.4**	**$51.9**

Pinefield EMS Station

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Beyond FY 2026
No. of Personnel	0.00	11.77	11.77	11.77	11.77	11.77
Personnel Costs	$0.0	$791.2	$822.8	$855.7	$889.9	$925.5
Operating	0.0	138.4	141.2	144.0	146.9	151.3
Total Operating	**$0.0**	**$929.6**	**$964.0**	**$999.7**	**$1,036.8**	**$1,076.8**
Vehicle & Equipment Lease	0.0	10.1	20.2	20.2	20.2	20.2
Total Impact	**$0.0**	**$939.7**	**$984.2**	**$1,019.9**	**$1,057.0**	**$1,097.0**

PERSONNEL	
Paramedic	5.0
EMT	5.0
Lieutenant/Paramedic Supervisor	1.0
Part Time	0.8

CUMULATIVE CIP OPERATING IMPACTS

FY2022-FY2026 CAPITAL IMPROVEMENT PROGRAM

($ in thousands)

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Beyond FY 2026	PERSONNEL	
COUNTY GOVERNMENTAL OPERATIONS								
Waldorf Park Development PH I								
No. of Personnel	0.00	3.96	3.96	3.96	3.96	3.96	Park Manager	1.0
Personnel Costs	$0.0	$216.6	$225.3	$234.3	$243.7	$253.4	Grounds Maintenance	
Operating	0.0	56.3	57.4	58.6	59.8	61.5	Worker	1.0
Total Operating	**$0.0**	**$272.9**	**$282.7**	**$292.9**	**$303.5**	**$314.9**	Part Time	2.0
Vehicle & Equipment Lease	0.0	25.0	50.1	50.1	50.1	50.1		
Total Impact	**$0.0**	**$297.9**	**$332.8**	**$343.0**	**$353.6**	**$365.0**		
Synthetic Turf Fields								
No. of Personnel	0.00	0.00	(0.14)	(0.14)	(0.14)	(0.14)	Part Time	(0.1)
Personnel Costs	$0.0	$0.0	($3.4)	($7.2)	($7.4)	($7.7)		
Operating	0.0	0.0	(6.8)	(13.8)	(14.1)	(14.5)		
Total Operating	**$0.0**	**$0.0**	**($10.2)**	**($21.0)**	**($21.5)**	**($22.2)**		
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0		
Total Impact	**$0.0**	**$0.0**	**($10.2)**	**($21.0)**	**($21.5)**	**($22.2)**		
Total Governmental Operations	**$0.0**	**$1,236.5**	**$2,068.9**	**$2,878.4**	**$2,893.4**	**$2,986.2**		

TOTAL GOVERNMENTAL IMPACT

No. of Personnel						
Board of Education	0.00	0.00	57.60	57.60	57.60	57.60
Governmental Operations	0.00	15.73	18.33	19.33	19.33	18.33
Total Personnel	0.00	15.73	75.93	76.93	76.93	75.93
Board of Education	$0.0	$0.0	$4,716.1	$4,895.1	$5,080.9	$5,279.0
Governmental Operations	0.0	1,236.5	2,068.9	2,878.4	2,893.4	2,986.2
Total Impact	**$0.0**	**$1,236.5**	**$6,785.0**	**$7,773.5**	**$7,974.3**	**$8,265.2**

SOLID WASTE

Landfill Gas to Energy

No. of Personnel	0.00	1.00	1.00	1.00	1.00	1.00	Landfill Gas Technician	1.0
Personnel Costs	$0.0	$75.0	$78.0	$81.1	$84.3	$87.7		
Operating	0.0	1.2	1.3	1.3	1.3	1.4		
Total Operating	**$0.0**	**$76.2**	**$79.3**	**$82.4**	**$85.6**	**$89.1**		
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0		
Total Impact	**$0.0**	**$76.2**	**$79.3**	**$82.4**	**$85.6**	**$89.1**		

Understanding a Capital Improvement Project Budget Form

Please refer to the blank capital budget form on the following page.

(all amounts are listed in thousands)

1. The Project Name is listed.
2. Represents how a water and/or sewer project is funded. The percentages listed here indicate the percentage of the project that is funded by Connection Fees or by User Fees as well as if the project is split between Water and Sewer.
3. Requested by: indicates the requesting Department which will be the Project Manager.
4. The Project Number is the internal number used for project tracking.
5. The Planning Commission reviews all projects annually and provides a report to the Commissioners and the Maryland Department of Planning to satisfy State Reporting requirements. The Planning Commission identifies Priority projects that support and promote the goals and objectives of the County's Comprehensive Plan. The Planning Commissions comments and priority indication are provided.
6. Expense Budget: lists the Approved FY2022 and tentatively approved FY2023-FY2026 expenditure budgets by category.
7. Prior Appropriation thru FY21 lists the amounts approved for this project to date.
8. Beyond FY2026 lists the future cost for the project that is outside the five-year planning model.
9. Project Total: the total cost of the project, including prior appropriations, amount being requested in the current five-year Capital Improvement Program, as well as any future cost (beyond FY26).
10. Financing Sources: lists the Approved FY2022 and tentatively approved FY2023-FY2026 revenue budgets by account classification; a subtotal of County Funding is provided.
11. It is necessary to provide an Operating Impact for Capital Improvement Projects in order to prepare for the completion of these projects. Some projects such as maintenance related projects do not have operating impacts and in some instances actually provide operating savings through the efficiency of replacing worn out equipment. Other projects related to constructing new buildings or parks will have an impact on future operating budgets upon completion.
12. Number of Personnel that will be required to staff the new facility or park.
13. The incremental impact in dollars for Personnel, Operating, and Start-up costs, when appropriate.
14. The amount of future debt service payments associated with the Bond funding of the project.
15. Vehicle & Equipment Lease Payments: payments are associated with required equipment that has a value of more than $5K and a life expectancy of more than 5 years.
16. The Location section provides information as to where in the County the project is going to occur.
17. The Commissioner District indicates which district the project is going to occur in.

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2022
($ in thousands)

PROJECT NAME: 1.

Requested By: 3.
Project #: 4.

2.

5.

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total 22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering									
Land & ROW									
Construction									
Equipment									
Administration			6.				7.	8.	9.
Inspection									
Miscellaneous									
Contingency									
Total Outlay									

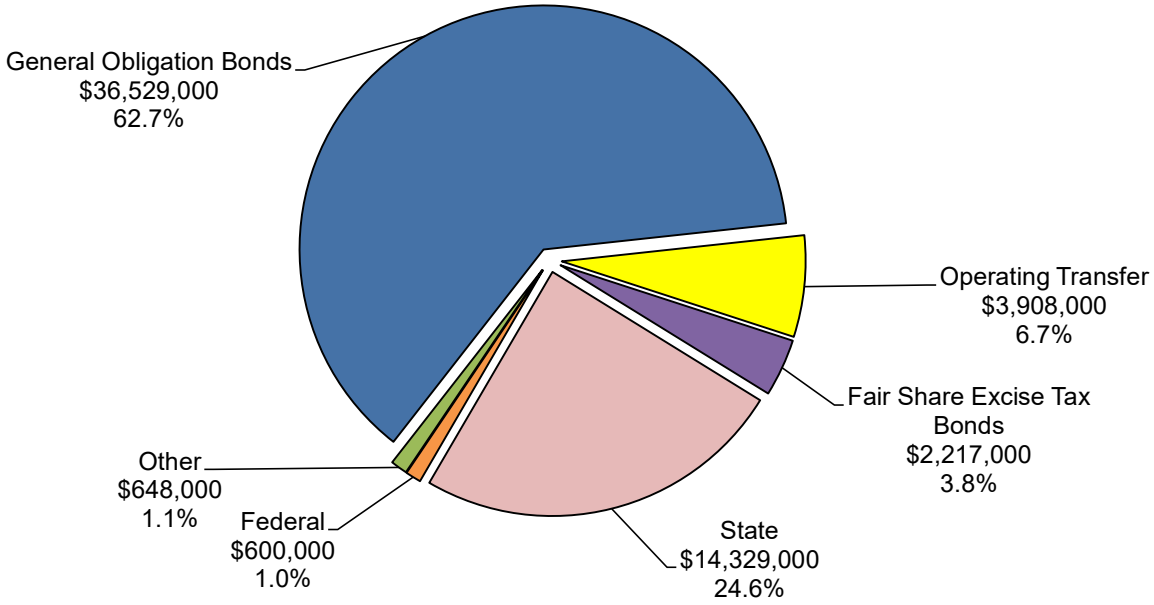
FINANCING SOURCES						5-Year Total 22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Bonds									
Fund Balance Appropriation									
Operating Transfer									
Total County Funding									
Federal			10.				7.	8.	9.
State									
Other:									
Total Funding									

11.

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel 12.							
Personnel Costs							
Operating				13.		7.	8.
Start-Up Cost							
Total Operating							
Debt Service: Bonds 14.							
Vehicle & Equipment Lease							
Total Impact 15.							

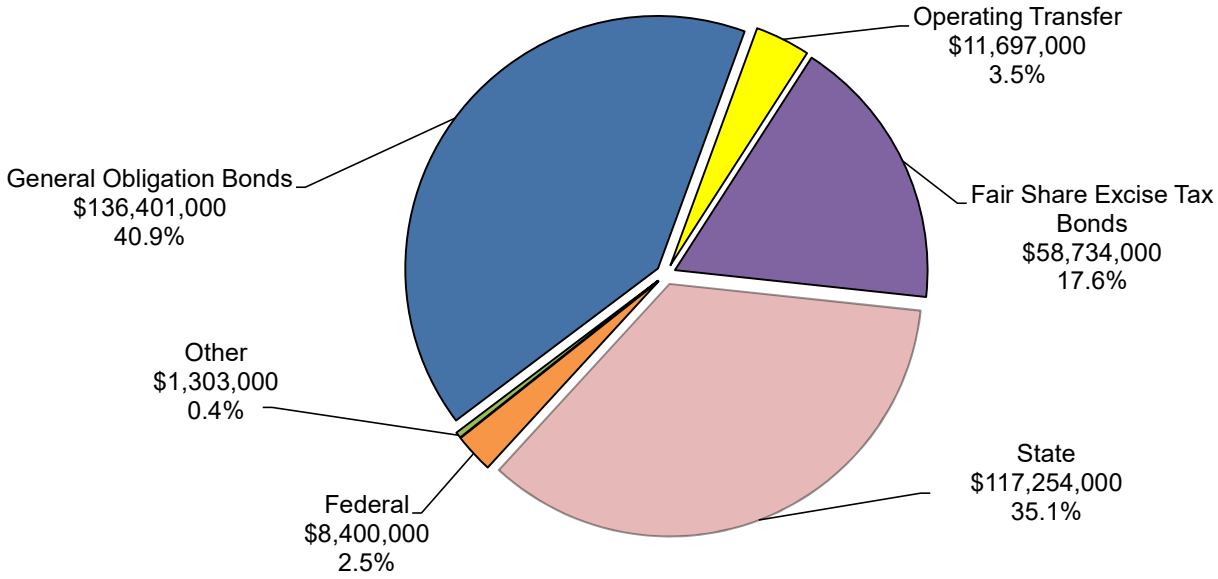
LOCATION: 16. 17.

FY22 Governmental Projects by Funding Source
Total: $65,330,000



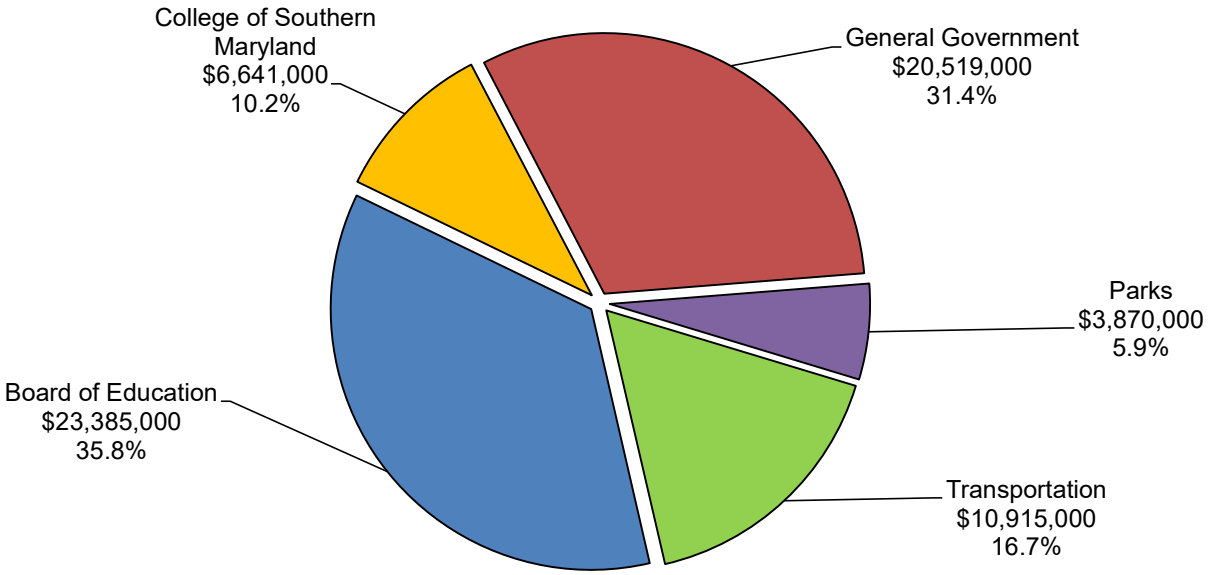
Due to cashflow issues, the County forward funded $7,099,000 of the State's share of the construction funding for various Board of Education projects in FY2022 and is projected to receive the reimbursement in FY2023 and FY2024. The above graph does not include the anticipated reimbursement.

FY22-FY26 Governmental Projects by Funding Source
Total: $333,789,000

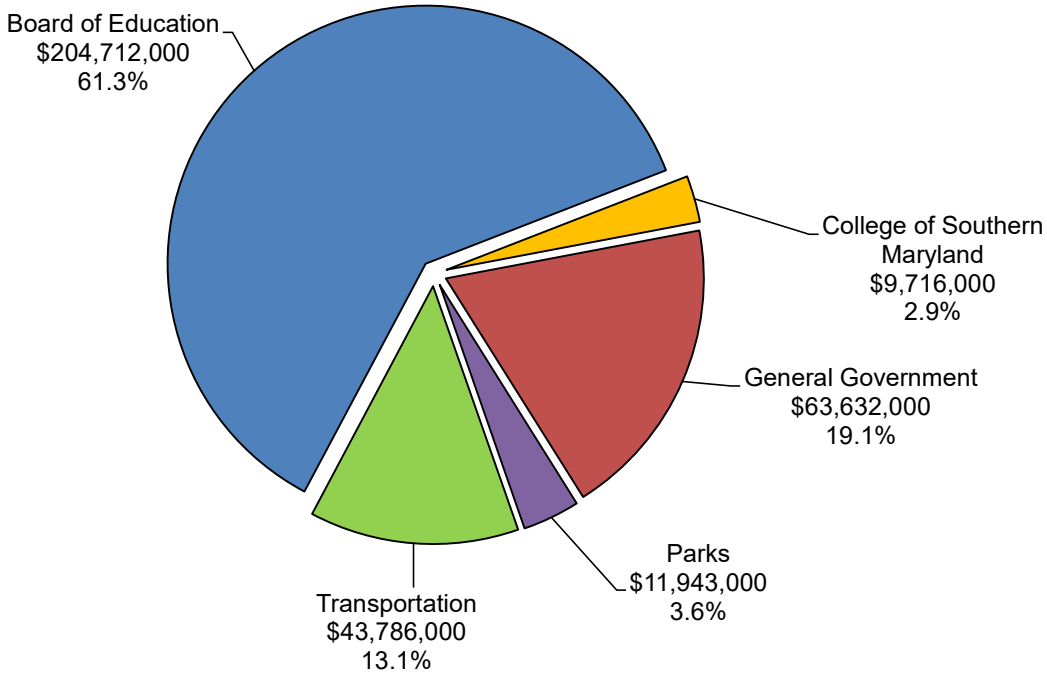


After utilizing grant funds and other funding sources, the County typically bonds projects that will last more than 15 years. Operating transfers from the general fund are used for smaller projects and projects with shorter useful life. The County's share of funding school construction projects associated with adding new capacity to the Board of Education system is funded by fair share excise tax bonds. The debt service associated with these bonds are funded by a school construction excise tax.

FY22 Governmental Projects by Type
Total: $65,330,000



FY22-FY26 Governmental Projects by Type
Total: $333,789,000



- The majority of the funding for the Board of Education represents renovations at McDonough High School, T.C. Martin Elementary School, Dr. Brown Elementary School, and Benjamin Stoddert Middle School. It also includes funding to provide security enhancements La Plata High School.
- College of Southern Maryland projects are contingent on State funding which funds 75% of the costs.
- General Government includes upgrading the radio communications system, land preservation programs, replacing the Animal Shelter, relocating the La Plata Public Library, constructing the Charles County VanGo Maintenance Facility, construction of the Pinefield EMS Station, as well as maintenance/renovations on various facilities.

CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2022 APPROVED CAPITAL PROJECT BUDGET
FY2022-FY2026 CAPITAL IMPROVEMENT PROGRAM

($ in thousands)	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Prior Approp. thru FY21	Beyond FY 2026	Project Total
Governmental Projects									
CAPITAL COSTS									
Board of Education	$23,385	$78,888	$58,200	$8,882	$35,357	$204,712	$58,389	$30,151	$293,252
College of Southern Maryland	6,641	3,075	0	0	0	9,716	0	0	9,716
General Government	20,519	18,155	15,694	6,011	3,253	63,632	39,145	3,949	106,726
Parks	3,870	4,700	2,071	953	349	11,943	496	443	12,882
Transportation	10,915	14,093	5,928	6,191	6,659	43,786	39,632	16,284	99,702
Total Governmental	**$65,330**	**$118,911**	**$81,893**	**$22,037**	**45,618**	**$333,789**	**$137,662**	**$50,827**	**$522,278**
FINANCE SOURCES									
General Obligation Bonds	$36,529	$46,797	$28,855	$13,391	$10,830	$136,401	$91,044	$19,165	$246,610
Fair Share Excise Tax Bonds	2,217	19,040	17,428	4,245	15,804	58,734	19,944	11,401	90,079
Capital Project Fund - Fund Balance	1,879	0	0	0	0	1,879	3,287	0	5,166
General Fund Operating Transfer	2,029	2,007	2,574	1,854	1,354	9,818	1,382	1,500	12,700
Total County Funding	$42,654	$67,844	$48,857	$19,490	$27,988	$206,832	$115,658	$32,066	$354,555
Federal	600	4,200	3,600	0	0	8,400	840	0	9,240
State	14,329	46,566	36,384	2,446	17,529	117,254	20,664	18,637	156,555
Other: Forward funding State Share	7,099	(50)	(7,049)	0	0	0	0	0	0
Other	648	351	101	102	102	1,303	500	125	1,928
Total Governmental	**$65,330**	**$118,911**	**$81,893**	**$22,037**	**$45,618**	**$333,789**	**$137,662**	**$50,827**	**$522,278**
Enterprise Fund Projects									
CAPITAL COSTS									
Water	$12,894	$33,167	$46,360	$44,857	$16,595	$153,873	$38,779	$215,527	$408,179
Sewer	32,102	39,955	42,492	33,241	21,811	169,601	98,916	10,441	278,958
Solid Waste (Landfill)	4,421	925	900	881	806	7,933	14,251	0	22,184
Watershed Protection & Restoration	8,922	8,762	7,760	7,762	7,206	40,412	46,750	7,206	94,368
Environmental Service	659	0	0	0	0	659	92	0	751
Total Enterprise Funds	**$58,998**	**$82,809**	**$97,512**	**$86,741**	**$46,418**	**$372,478**	**$198,788**	**$233,174**	**$804,440**
FINANCE SOURCES									
Water Bonds	$12,894	$33,167	$46,298	$44,795	$16,595	$153,749	$38,779	$215,527	$408,054
Sewer Bonds	28,159	36,289	39,573	31,092	20,332	155,445	90,411	10,221	256,078
Solid Waste Fund Bonds	(5,133)	0	0	0	0	(5,133)	5,496	0	363
Watershed Protection & Restoration Bonds	8,673	8,588	7,683	7,685	7,129	39,758	46,214	7,129	93,101
Environmental Service Bonds	659	0	0	0	0	659	92	0	751
Enterprise Fund Operating Transfers	409	174	202	202	77	1,064	820	77	1,961
Solid Waste Capital Reserve	9,554	925	900	881	806	13,066	8,755	0	21,821
Total County Funding	$55,215	$79,143	$94,656	$84,655	$44,939	$358,608	$190,568	$232,954	$782,130
State	0	0	0	0	0	0	300	0	300
Other: WSSC	3,783	3,666	2,856	2,086	1,479	13,870	7,921	220	22,010
Total Enterprise Funds	**$58,998**	**$82,809**	**$97,512**	**$86,741**	**$46,418**	**$372,478**	**$198,788**	**$233,174**	**$804,440**
TOTAL PROJECTS	**$124,328**	**$201,720**	**$179,405**	**$108,778**	**$92,036**	**$706,267**	**$336,450**	**$284,001**	**$1,326,718**

CHARLES COUNTY COMMISSIONERS OF CHARLES COUNTY, MD
FISCAL YEAR 2022 APPROVED CAPITAL PROJECT BUDGET
FY2022-FY2026 CAPITAL IMPROVEMENT PROGRAM

($ in thousands)	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Prior Approp. thru FY21	Beyond FY 2026	Project Total
GOVERNMENTAL PROJECTS									
BOARD OF EDUCATION									
Benjamin Stoddert Middle School - Modernization/Addition	$9,030	$0	$0	$0	$0	$9,030	$47,086	$0	$56,116
McDonough High School Renovation Study / Security Enhancements & Performing Arts	4,550	11,341	0	0	0	15,891	4,057	0	19,948
Westlake H.S. Roof Replacement	0	2,579	0	0	0	2,579	1,063	0	3,642
Indian Head E.S. Boiler Replacement	0	1,197	0	0	0	1,197	129	0	1,326
Smallwood M.S. Roof/Chiller/H&V/UV Replacement	0	3,950	0	0	0	3,950	478	0	4,428
BOE: Various Maintenance Projects	611	611	611	611	611	3,055	0	611	3,666
Local Portable Classrooms - Various Schools	200	200	200	200	200	1,000	0	200	1,200
Limited Renovation: Dr. Gustavus Brown E.S.	6,766	0	0	0	0	6,766	0	0	6,766
T.C. Martin Elementary School Study/Renovation/Addition	0	13,779	14,779	1,000	0	29,558	2,326	0	31,884
Piccowaxen M.S. Boiler Replacement	80	715	0	0	0	795	0	0	795
Elementary School #23	0	20,995	20,796	1,000	0	42,791	2,400	0	45,191
Full Day Kindergarten Addition: Walter J. Mitchell E.S.	0	6,060	0	0	0	6,060	450	0	6,510
Full Day Kindergarten Addition: J.C. Parks E.S.	0	3,918	0	0	0	3,918	400	0	4,318
Full Day Kindergarten Addition: Wade E.S.	0	400	4,300	0	0	4,700	0	0	4,700
Full Day Kindergarten Addition: Dr. Higdon E.S.	0	425	3,750	0	0	4,175	0	0	4,175
La Plata High School - Renovation- Security Enhancements and Circulation Upgrades	1,701	7,705	7,704	0	0	17,110	0	0	17,110
Mary H. Matula Elementary - Roof Replacement	0	0	246	1,575	0	1,821	0	0	1,821
Mattawoman MS - Roof Replacement	0	0	0	450	3,880	4,330	0	0	4,330
Middle School #9	0	0	251	3,350	25,225	28,826	0	23,775	52,601
Total without inflation	$22,938	$73,875	$52,637	$8,186	$29,916	$187,552	$58,389	$24,586	270,527
Contingency- Inflation	447	5,013	5,563	696	5,441	17,160		5,565	22,725
Total Board of Education	$23,385	$78,888	$58,200	$8,882	$35,357	$204,712	$58,389	$30,151	$293,252
COLLEGE OF SOUTHERN MARYLAND									
Health Technology Renovation	2,529	2,878	0	0	0	5,407	0	0	5,407
Waste Water Treatment Plant Replacement	3,903	0	0	0	0	3,903	0	0	3,903
Total without inflation	$6,432	$2,878	$0	$0	$0	$9,310	$0	$0	$9,310
Contingency- Inflation	209	198	0	0	0	407		0	407
Total College Southern Maryland	$6,641	$3,075	$0	$0	$0	$9,716	$0	$0	$9,716

CHARLES COUNTY COMMISSIONERS OF CHARLES COUNTY, MD
FISCAL YEAR 2022 APPROVED CAPITAL PROJECT BUDGET
FY2022-FY2026 CAPITAL IMPROVEMENT PROGRAM

($ in thousands)	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Prior Approp. thru FY21	Beyond FY 2026	Project Total
GENERAL GOVERNMENT									
Rural Legacy Program	$1,414	$1,414	$1,414	$1,415	$1,415	$7,072	$0	$1,412	$8,484
Agricultural Preservation	508	508	508	509	509	2,542	0	506	3,048
Purchase of Developments Rights (PDR) Program	658	658	658	659	659	3,292	0	656	3,948
Various Maintenance Projects	439	439	439	440	440	2,197	0	440	2,637
Generator Replacement Program	115	0	0	0	0	115	473	0	588
Detention Center Pump Station Rehabilitations	70	549	0	0	0	619	867	0	1,486
Charles County Animal Shelter	2,261	1,988	0	0	0	4,249	9,611	0	13,860
Radio Communications System Upgrade	10,605	4,527	0	0	0	15,132	19,547	0	34,679
Charles County VanGO Maintenance Facility	875	5,370	5,412	0	0	11,657	1,050	0	12,707
La Plata Library Relocation	0	0	5,260	396	0	5,656	5,318	0	10,974
Blue Crabs Stadium Maintenance	202	202	202	203	203	1,012	0	203	1,215
Charles County Detention Center Annex Office Space Renovations	890	0	0	0	0	890	952	0	1,842
Pinefield EMS Station	984	983	0	0	0	1,967	640	0	2,607
Elite Gymnastic Center Water Infiltration Remediation	555	0	0	0	0	555	42	0	597
La Plata Library Renovation	0	100	0	2,011	0	2,111	0	0	2,111
Capital Clubhouse HVAC Replacement	324	424	156	0	0	904	646	0	1,550
Fueling Site Improvements	479	479	479	0	0	1,437	0	0	1,437
Total without inflation	$20,379	$17,641	$14,528	$5,633	$3,226	$61,407	$39,145	$3,217	$103,769
Contingency- Inflation	140	514	1,166	378	27	2,225		732	2,957
Total General Government	$20,519	$18,155	$15,694	$6,011	$3,253	$63,632	$39,145	$3,949	$106,726
PARKS									
Park Repair & Maintenance Projects	$334	$265	$265	$266	$266	$1,396	$0	$266	$1,662
Various Pedestrian & Bicycle Facilities	82	169	82	83	83	499	238	83	820
Popes Creek Waterfront Phase II	95	625	653	530	0	1,903	59	0	1,962
Waldorf Park Development PH I	2,002	0	0	0	0	2,002	172	0	2,174
Waldorf Park Development PH II	0	2,002	0	0	0	2,002	0	0	2,002
Smallwood Drive Shared Use Paths Phase I	425	0	0	0	0	425	27	0	452
Smallwood Drive Shared Use Paths Phase II	29	425	0	0	0	454	0	0	454
La Plata Farm Park Master Plan	200	0	0	0	0	200	0	0	200
La Plata Farm Park Development, Phase I	120	0	0	0	0	120	0	0	120
Mallows Bay Restrooms	500	0	0	0	0	500	0	0	500
Synthetic Turf Fields	0	1,005	1,005	0	0	2,010	0	0	2,010
Total without inflation	$3,787	$4,491	$2,005	$879	$349	$11,511	$496	$349	$12,356
Contingency- Inflation	83	209	66	74	0	432		94	526
Total Parks	$3,870	$4,700	$2,071	$953	$349	$11,943	$496	$443	$12,882

CHARLES COUNTY COMMISSIONERS OF CHARLES COUNTY, MD
FISCAL YEAR 2022 APPROVED CAPITAL PROJECT BUDGET
FY2022-FY2026 CAPITAL IMPROVEMENT PROGRAM

($ in thousands)	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Prior Approp. thru FY21	Beyond FY 2026	Project Total
TRANSPORTATION									
Road Overlay Program	$4,160	$4,160	$4,160	$4,161	$4,161	$20,802	$0	$4,161	$24,963
County Drainage Systems Improvement Program	539	791	791	792	792	3,705	2,241	792	6,738
Safety Improvement Program- Existing Roadways	289	289	289	290	290	1,447	848	290	2,585
Traffic Signal Program	287	287	287	288	288	1,437	990	288	2,715
Sidewalk Improvement Program	155	155	155	156	156	777	0	156	933
Billingsley Road Safety Improvements	0	2,855	180	181	0	3,216	7,374	0	10,590
Western Parkway Road Improvements Phase 3	970	882	0	0	0	1,851	14,783	0	16,634
Turkey Hill Road Reconstruction	0	0	0	256	923	1,179	0	4,863	6,042
Route 301 South Bound Lane and Traffic Signal	1,419	1,419	0	0	0	2,838	0	0	2,838
Pinefield Road/Md. Route 5 Business Intersection	766	766	0	0	0	1,532	0	0	1,532
Substation Road Improvements	993	993	0	0	0	1,986	0	0	1,986
Bridge Replacement Program	71	738	0	0	0	809	0	0	809
Old Washington Road Reconstruction	0	0	0	0	0	0	13,257	2,798	16,055
Billingsley Rd at Bensville Rd Intersection	1,050	0	0	0	0	1,050	0	0	1,050
WURC Stormwater Outfall	66	295	45	0	0	406	139	0	545
Total without inflation	$10,765	$13,630	$5,907	$6,124	$6,610	$43,035	$39,632	$13,348	$96,015
Contingency- Inflation	150	464	21	67	49	751		2,936	3,687
Total Transportation	$10,915	$14,093	$5,928	$6,191	$6,659	$43,786	$39,632	$16,284	$99,702
Total Governmental	**$65,330**	**$118,911**	**$81,893**	**$22,037**	**$45,618**	**$333,789**	**$137,662**	**$50,827**	**$522,278**

CHARLES COUNTY COMMISSIONERS OF CHARLES COUNTY, MD
FISCAL YEAR 2022 APPROVED CAPITAL PROJECT BUDGET
FY2022-FY2026 CAPITAL IMPROVEMENT PROGRAM

($ in thousands)	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Prior Approp. thru FY21	Beyond FY 2026	Project Total
FINANCING SOURCES:									
GOVERNMENTAL OPERATIONS:									
BOARD OF EDUCATION									
Bonds	$6,475	$18,245	$12,211	$3,204	$3,186	$43,321	$18,003	$1,042	$62,366
Operating Transfer- General Fund	895	362	838	500	0	2,595	0	500	3,095
Fair Share Excise Tax Bonds	2,217	19,040	17,428	4,245	15,804	58,734	19,944	11,401	90,079
Total County Funding	9,587	37,647	30,477	7,949	18,990	104,650	37,948	12,943	155,540
State	6,699	41,291	34,772	933	16,367	100,062	20,441	17,208	137,711
Other: Forward Funding	7,099	(50)	(7,049)	0	0	0	0	0	0
Total Funding	$23,385	$78,888	$58,200	$8,882	$35,357	$204,712	$58,389	$30,151	$293,252
COLLEGE OF SOUTHERN MARYLAND									
Bonds	$1,822	$919	$0	$0	$0	$2,741	$0	$0	$2,741
Total County Funding	1,822	919	0	0	0	2,741	0	0	2,741
State	4,819	2,156	0	0	0	6,975	0	0	6,975
Total Funding	$6,641	$3,075	$0	$0	$0	$9,716	$0	$0	$9,716
GENERAL GOVERNMENT									
Bonds	$16,939	$12,854	$10,652	$4,910	$2,152	$47,506	$33,890	$2,595	$83,991
Fund Balance Appropriation	1,879	0	0	0	0	1,879	3,218	0	5,097
Operating Transfer- General Fund	0	0	341	0	0	341	688	0	1,029
Total County Funding	18,818	12,854	10,993	4,910	2,152	49,726	37,795	2,595	90,116
Federal	600	4,200	3,600	0	0	8,400	800	0	9,200
State	1,000	1,000	1,000	1,000	1,000	5,000	50	1,229	6,279
Other: _____	101	101	101	102	102	506	500	125	1,131
Total Funding	$20,519	$18,155	$15,694	$6,011	$3,253	$63,632	$39,145	$3,949	$106,726
PARKS									
Bonds	$1,153	$2,478	$1,356	$336	$83	$5,406	$323	$177	$5,906
Operating Transfer- General Fund	1,068	265	265	266	266	2,130	0	266	2,396
Total County Funding	2,221	2,743	1,621	602	349	7,536	323	443	8,302
State	1,649	1,957	450	351	0	4,407	173	0	4,580
Total Funding	$3,870	$4,700	$2,071	$953	$349	$11,943	$496	$443	$12,882
TRANSPORTATION									
Bonds	$10,140	$12,301	$4,636	$4,941	$5,409	$37,427	$38,828	$15,351	$91,606
Fund Balance Appropriation	0	0	0	0	0	0	69	0	69
Operating Transfer- General Fund	66	1,380	1,130	1,088	1,088	4,752	695	734	6,181
Total County Funding	10,206	13,681	5,766	6,029	6,497	42,179	39,592	16,085	97,856
Federal	0	0	0	0	0	0	40	0	40
State	162	162	162	162	162	810	0	199	1,009
Total Funding	$10,915	$14,093	$5,928	$6,191	$6,659	$43,786	$39,632	$16,284	$99,702
Total Governmental	**$65,330**	**$118,911**	**$81,893**	**$22,037**	**$45,618**	**$333,789**	**$137,662**	**$50,827**	**$522,278**

CHARLES COUNTY COMMISSIONERS OF CHARLES COUNTY, MD
FISCAL YEAR 2022 APPROVED CAPITAL PROJECT BUDGET
FY2022-FY2026 CAPITAL IMPROVEMENT PROGRAM

($ in thousands)	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Prior Approp. thru FY21	Beyond FY 2026	Project Total
ENTERPRISE FUND OPERATIONS									
WATER & SEWER									
Automation & Technology Master Plan	0	0	1,141	1,141	0	2,282	5,963	0	8,245
Utilities Professional Development & Training Center	0	0	0	166	1,339	1,505	0	0	1,505
Utilities Waldorf Regional Facility	0	0	0	401	2,854	3,255	0	2,904	6,159
Underground Infrastructure Repairs	0	935	935	936	936	3,742	2,315	936	6,993
St. Charles Parkway and Rosewick Connection	455	2,250	4,198	0	0	6,903	0	0	6,903
Bel Alton and Chapel Point Connection	603	748	673	7,936	7,936	17,895	0	0	17,895
Ellenwood, Mariellen and Newtown Connection	230	280	255	1,954	1,954	4,673	0	0	4,673
Satellite Water Facility Upgrades	986	986	986	987	987	4,932	3,087	987	9,006
Gleneagles 2MG Water Tower	0	1,851	0	0	0	1,851	4,413	0	6,264
Bryans Road 2MG Water Tower	0	3,496	0	0	0	3,496	2,350	0	5,846
Hughesville Water Line	112	1,035	991	0	0	2,138	2,734	0	4,872
Waldorf Well No. 17	1,441	0	0	0	0	1,441	2,615	0	4,056
Waldorf Tower No. 5 Rehabilitation	0	1,541	0	0	0	1,541	1,603	0	3,144
Pinefield Water Tower Rehabilitation	0	1,470	0	0	0	1,470	1,655	0	3,125
Bryans Village Waterline Interconnection	130	758	785	409	0	2,082	68	0	2,150
Mill Hill Waterline Extension	505	0	0	0	0	505	211	0	716
Strawberry Hills Waterline	133	542	763	0	0	1,438	153	0	1,591
Marshall Hall Road Waterline Extension	479	215	0	0	0	694	74	0	768
Middletown Rd-Bensville Rd Waterline Interconnection	381	1,445	1,280	523	0	3,629	3,986	0	7,615
Waldorf Fire House Water Tower Replacement	155	365	3,197	2,464	0	6,181	149	0	6,330
Waldorf Fire House Tower Water Distribution	545	979	0	0	0	1,524	88	0	1,612
Waldorf Water Tower #6	3,236	3,233	0	0	0	6,469	5,860	0	12,329
Settle Wood Water Tower Rehab	0	430	0	0	0	430	685	0	1,115
Benedict Water System Improvements	190	1,076	0	0	0	1,266	1,410	0	2,676
Old Washington Road Waterline	0	0	1,302	0	0	1,302	1,740	0	3,042
Potomac River Water Supply Treatment Plant	1,098	1,353	2,503	204	204	5,362	0	174,540	179,902
WSSC Waldorf Interconnection	1,779	6,055	23,615	23,156	0	54,605	601	0	55,206
MWWTP Electrical System Replacement	1,177	4,630	0	0	0	5,807	7,987	0	13,794
MWWTP Flow Equalization	15,675	6,225	6,225	0	0	28,125	15,366	0	43,491
Mattawoman Infiltration and Inflow	755	3,209	3,209	3,210	3,210	13,593	12,825	3,210	29,628
Mattawoman WWTP Automation	2,310	2,310	0	0	0	4,620	7,538	0	12,158
Pump Station Rehabs and Replacements	2,123	4,458	6,737	2,894	2,143	18,355	8,307	2,143	28,805
Satellite Wastewater Facility Upgrades	50	1,953	576	577	577	3,733	4,326	577	8,636
MWWTP Clarifier and Thickener Repairs	2,213	2,213	2,213	0	0	6,639	10,032	0	16,671
MWWTP Utility Water System Evaluation & Improvement	50	770	770	0	0	1,590	2,763	0	4,353
Zekiah Pump Station Upgrade	0	600	600	0	0	1,200	1,417	0	2,617
Zekiah Pump Station Forcemain	0	1,145	0	0	0	1,145	1,864	0	3,009
Cliffton WWTP Improvements	2,258	2,258	0	0	0	4,516	5,414	0	9,930
MWWTP Primary Clarifiers #1-4 Demolition	0	0	192	1,903	0	2,095	0	0	2,095
Hughesville Collection Sewer System	0	0	110	2,142	2,137	4,389	842	0	5,231
MWWTP Septage Receiving Facility Improvements	133	125	1,753	0	0	2,011	598	0	2,609
Post Office Road Sewer Capacity Improvements	2,258	0	0	0	0	2,258	4,199	0	6,457
MWWTP Effluent Filters #7-#16	0	575	1,515	6,726	7,194	16,010	3,548	0	19,558
MWWTP Reclaimed Water Filtration Facility	0	575	7,225	7,309	0	15,109	1,143	0	16,252
MWWTP Final Filter Disinfection System	0	0	963	854	0	1,817	674	0	2,491
MWWTP Reclaimed Water Pump Station Improvements	0	200	503	0	0	703	864	0	1,567
MWWTP Effluent PS Forcemain Surge Management System	200	668	668	0	0	1,536	406	0	1,942
MWWTP Belt Filter Press Replacement Phase II	550	4,113	2,055	0	0	6,718	3,484	0	10,202
MWWTP Process Improvements	1,018	1,083	1,203	1,204	1,204	5,712	0	1,204	6,916
MWWTP Grit Removal System #5	0	323	1,458	1,541	0	3,322	0	0	3,322
White Plains Failing Septic Sewer Improvements	963	0	0	0	0	963	2,169	0	3,132
Sewer Pump Station Capacity Study	160	0	0	0	0	160	169	0	329
Total without inflation	$44,351	$68,477	$80,598	$68,639	$32,675	$294,740	$137,695	$186,501	$618,936
Contingency-inflation	645	4,645	$8,254	9,459	5,731	28,734	0	39,467	68,201
Total WATER & SEWER	$44,996	$73,122	$88,852	$78,098	$38,406	$323,474	$137,695	$225,968	$687,137
Water	12,894	33,167	46,360	44,857	16,595	153,873	38,779	215,527	408,179
Sewer	32,102	39,955	42,492	33,241	21,811	169,601	98,916	10,441	278,958
Total WATER & SEWER	$44,996	$73,122	$88,852	$78,098	$38,406	$323,474	$137,695	$225,968	$687,137

CHARLES COUNTY COMMISSIONERS OF CHARLES COUNTY, MD
FISCAL YEAR 2022 APPROVED CAPITAL PROJECT BUDGET
FY2022-FY2026 CAPITAL IMPROVEMENT PROGRAM

($ in thousands)	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Prior Approp. thru FY21	Beyond FY 2026	Project Total
SOLID WASTE FUND									
Waste Transfer Station	0	0	0	0	0	0	0	0	0
Landfill Cell #4A Expansion	3,018	0	0	0	0	3,018	8,755	0	11,773
Landfill Leachate Management System	1,348	0	0	0	0	1,348	5,496	0	6,844
Landfill Gas to Energy	55	925	900	881	806	3,567	0	0	3,567
Total without inflation	$4,421	$925	$900	$881	$806	$7,933	$14,251	$0	$22,184
Contingency-inflation	0	0	0	0	0	0	0	0	0
Total SOLID WASTE FUND	$4,421	$925	$900	$881	$806	$7,933	$14,251	$0	$22,184
WATERSHED PROTECTION & RESTORATION FUND (WPRF)									
NPDES Retrofit Projects	$7,205	$7,205	$7,205	$7,206	$7,206	$36,027	$45,687	$7,206	$88,920
Floodplain Analysis Study	98	97	0	0	0	195	376	0	571
Gilbert Run Watershed Dam Repairs	990	905	0	0	0	1,895	88	0	1,983
Full Delivery of Water Quality Improvements	555	555	555	556	0	2,221	528	0	2,749
Benedict Water Quality Study	74	0	0	0	0	74	72	0	146
Total without inflation	$8,922	$8,762	$7,760	$7,762	$7,206	$40,412	$46,750	$7,206	$94,368
Contingency-inflation	0	0	0	0	0	0	0	0	0
Total WPRF	$8,922	$8,762	$7,760	$7,762	$7,206	$40,412	$46,750	$7,206	$94,368
ENVIRONMENTAL SERVICE FUND									
County Mulching Facility Relocation	$637	$0	$0	$0	$0	$637	$92	$0	$729
Total without inflation	$637	$0	$0	$0	$0	$637	$92	$0	$729
Contingency-inflation	22	0	0	0	0	22	0	0	22
Total ENVIRONMENTAL SERVICE FUND	$659	$0	$0	$0	$0	$659	$92	$0	$751
TOTAL ENTERPRISE FUNDS	**$58,998**	**$82,809**	**$97,512**	**$86,741**	**$46,418**	**$372,478**	**$198,788**	**$233,174**	**$804,441**
TOTAL ALL PROJECTS	**$124,328**	**$201,720**	**$179,405**	**$108,778**	**$92,036**	**$706,267**	**$336,370**	**$284,001**	**$1,326,639**

FINANCING SOURCES

ENTERPRISE FUND OPERATIONS:

WATER AND SEWER FUND

Water Projects

Bonds	$12,894	$33,167	$46,298	$44,795	$16,595	$153,749	$38,779	$215,527	$408,054
Operating Transfer	0	0	62	62	0	124	0	0	125
Total Funding	$12,894	$33,167	$46,360	$44,857	$16,595	$153,873	$38,779	$215,527	$408,179

Sewer Projects

Bonds	$28,159	$36,289	$39,573	$31,092	$20,332	$155,445	$90,411	$10,221	$256,078
Operating Transfer	160	0	63	63	0	286	284	0	569
Total County Funding	$28,319	$36,289	$39,636	$31,155	$20,332	$155,731	$90,695	$10,221	$256,647
State	0	0	0	0	0	0	300	0	300
Other: WSSC	3,783	3,666	2,856	2,086	1,479	13,870	7,921	220	22,011
Total Funding	$32,102	$39,955	$42,492	$33,241	$21,811	$169,601	$98,916	$10,441	$278,958

SOLID WASTE FUND

Bonds	($5,133)	$0	$0	$0	$0	($5,133)	$5,496	$0	$363
Capital Budget Reserve	9,554	925	900	881	806	13,066	8,755	0	21,821
Total Funding	$4,421	$925	$900	$881	$806	$7,933	$14,251	$0	$22,184

WATERSHED PROTECTION & RESTORATION FUND (WPRF)

Bonds	$8,673	$8,588	$7,683	$7,685	$7,129	$39,758	$46,214	$7,129	$93,101
Operating Transfer	249	174	77	77	77	654	536	77	1,267
Total Funding	$8,922	$8,762	$7,760	$7,762	$7,206	$40,412	$46,750	$7,206	$94,368

ENVIRONMENTAL SERVICE FUND

Bonds	$659	$0	$0	$0	$0	$659	$92	$0	$751
Total Funding	$659	$0	$0	$0	$0	$659	$92	$0	$751
TOTAL ENTERPRISE FUNDS	**$58,998**	**$82,809**	**$97,512**	**$86,741**	**$46,418**	**$372,478**	**$198,789**	**$233,174**	**$804,441**
TOTAL ALL PROJECTS	**$124,328**	**$201,720**	**$179,405**	**$108,778**	**$92,036**	**$706,267**	**$336,370**	**$284,001**	**$1,326,639**

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2022
($ in thousands)

BOARD OF EDUCATION SUMMARY

State, County & Municipal governments are required to provide adequate school facilities for public education. School construction providing additional capacity or major renovations are typically approved at the State level. These projects are shared in cost by State funding, local County bonds, and County Fair Share Excise Tax Bonds; and are managed by the Charles County Board of Education Project Managers. Maintenance projects are 100% the responsibility of local governments.

The State of Maryland funds Charles County construction cost at a 61% share, with the other 39% of the construction, as well as, 100% design, equipment, and miscellaneous costs funded by the County.

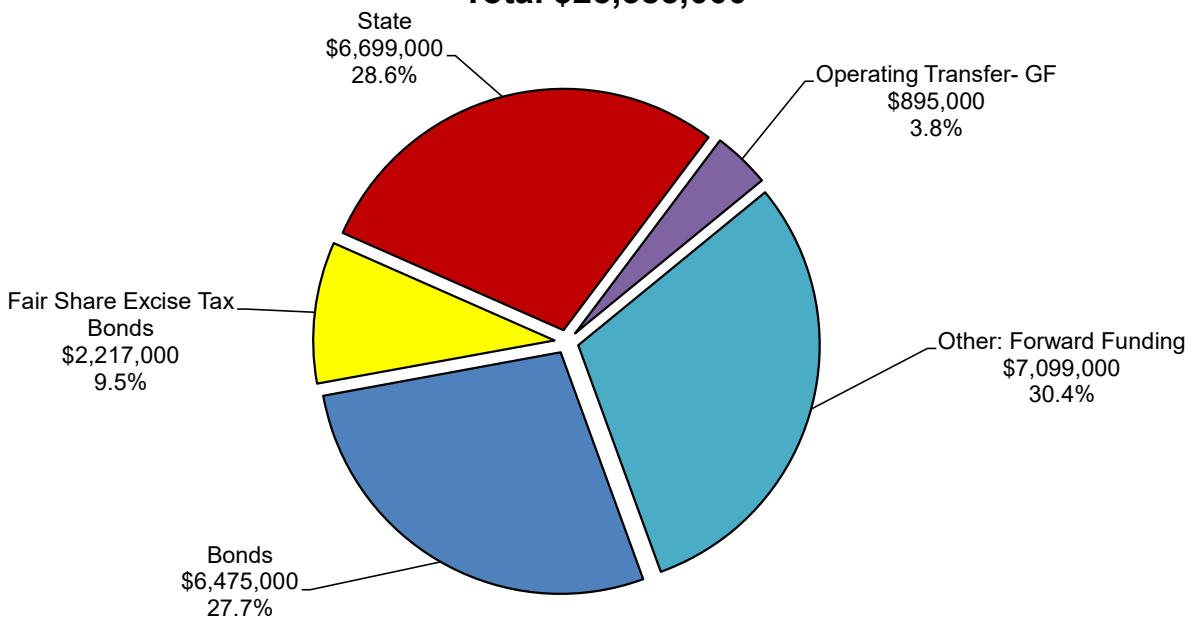
EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$2,103	$957	$628	$3,946	$86	$7,720	$11,413	$90	$19,223
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	18,908	73,039	53,840	2,364	31,028	179,179	44,843	27,690	251,712
Equipment	1,830	840	2,839	2,308	2,270	10,087	1,480	2,350	13,917
Administration	0	1	0	0	0	1	5	0	6
Administration - FAS	6	12	9	5	4	36	13	4	53
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	200	797	150	19	471	1,637	431	0	2,068
Contingency	338	3,242	734	240	1,498	6,052	203	17	6,272
Total Outlay	**$23,385**	**$78,888**	**$58,200**	**$8,882**	**$35,357**	**$204,712**	**$58,389**	**$30,151**	**$293,252**
FINANCING SOURCES									
Bonds	$6,475	$18,245	$12,211	$3,204	$3,186	$43,321	$18,003	$1,042	$62,366
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer General Fund	895	362	838	500	0	2,595	0	500	3,095
Operating Transfer CIP	0	0	0	0	0	0	0	0	0
Fair Share Excise Tax Bonds	2,217	19,040	17,428	4,245	15,804	58,734	19,944	11,401	90,079
Total County Funding	$9,587	$37,647	$30,477	$7,949	$18,990	$104,650	$37,948	$12,943	$155,540
Federal	0	0	0	0	0	0	0	0	0
State	6,699	41,291	34,772	933	16,367	100,062	20,441	17,208	137,711
Other: Forward Fund State Share	7,099	(50)	(7,049)	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$23,385**	**$78,888**	**$58,200**	**$8,882**	**$35,357**	**$204,712**	**$58,389**	**$30,151**	**$293,252**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	57.60	57.60	57.60	0.00	57.60
Personnel Costs	0.0	0.0	4,228.6	4,397.8	4,573.7	0.0	4,756.6
Operating	0.0	0.0	487.5	497.3	507.2	0.0	522.4
Start-Up Cost	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$4,716.1**	**$4,895.1**	**$5,080.9**	**$0.0**	**$5,279.0**
Debt Service: Bonds	1,619.2	2,155.7	3,554.8	4,444.5	4,683.1	1,619.2	4,965.0
Debt Service: Excise Tax Bonds	2,056.4	2,327.7	4,376.8	6,125.7	6,631.2	2,459.0	9,158.6
Total Impact	**$3,675.6**	**$4,483.4**	**$12,647.8**	**$15,465.2**	**$16,395.1**	**$4,078.2**	**$19,402.7**

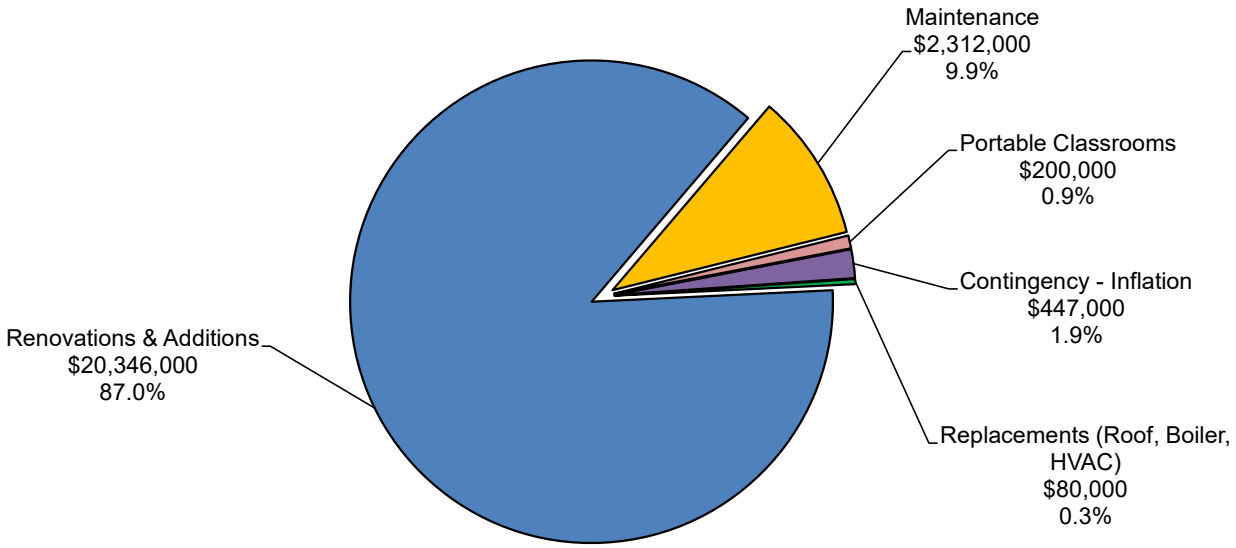
Projects with Future Operating Impacts:

PROJECT	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Beyond FY 2026	FTE
Elementary School #23	0.0	0.0	4,716.1	4,895.1	5,080.9	5,279.0	57.60
Total	**$0.0**	**$0.0**	**$4,716.1**	**$4,895.1**	**$5,080.9**	**$5,279.0**	**57.60**

FY22 Board of Education Financing Sources
Total $23,385,000

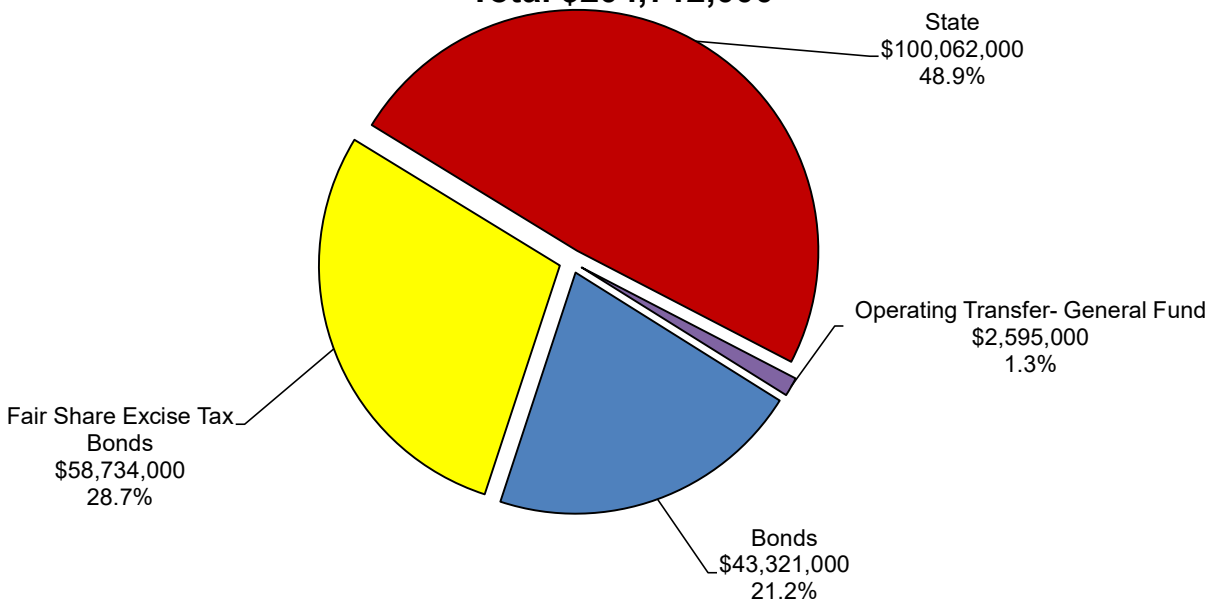


FY22 Board of Education by Project Type
Total $23,385,000



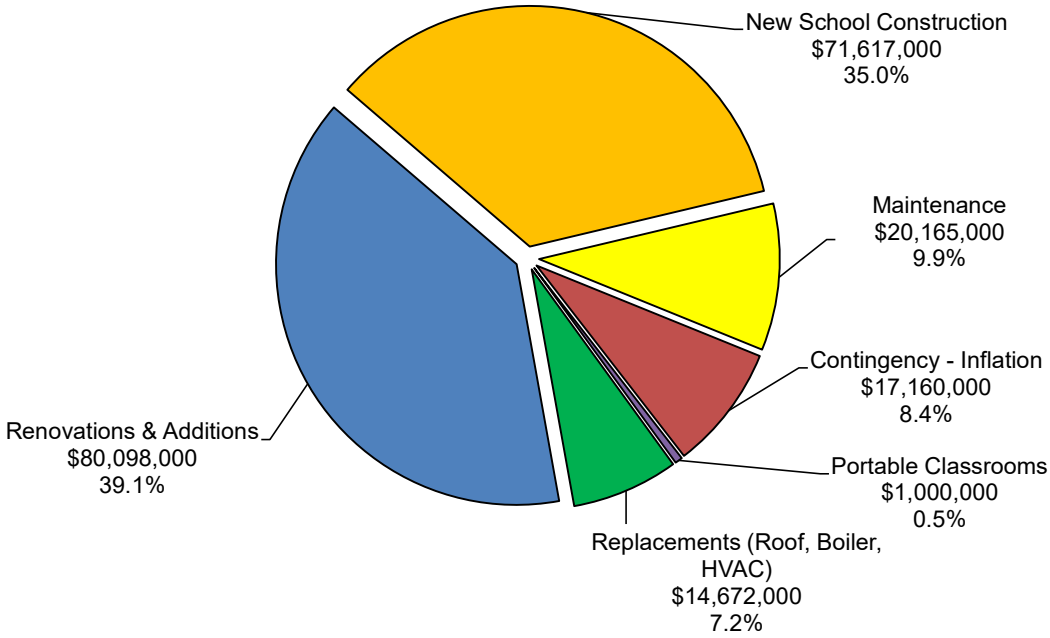
Renovations & Additions include funds to modernize and expand Benjamin Stoddert Middle School, McDonough High School and Dr. Gustavus Brown Elementary School.

FY22-FY26 Board of Education Financing Sources
Total $204,712,000



Funding is being utilized for Benjamin Stoddert Middle School, McDonough High School, T.C. Martin Elementary School, and Dr. Brown Elementary School renovations and to help fund roof, boiler replacements maintenance projects at various schools, as well as, full-day kindergarten additions and a new Elementary School #23 and a new Middle School #9.

FY22-FY26 Board of Education by Project TypeTotal
$204,712,000



Funds provided for renovations and additions are to renovate Benjamin Stoddert Middle, Dr. Brown Elementary School, T.C. Martin Elementary School, and McDonough High School, as well as renovations for Full Day Kindergarten at various schools. Funding is also provided to accommodate full-day kindergarten additions at various schools throughout the county. Funding for new school construction includes a new elementary school and a new middle school. Maintenance funding includes security enhancements at various schools.

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2022
($ in thousands)

PROJECT NAME: | **Existing Capacity** 41% | **Requested By:** BOE | **New Capacity** 59% | **Project #:** 5143

Benjamin Stoddert Middle School - Modernization/Addition

The need is for middle school renovations. The subject middle school is aged and major building systems have reached the end of their useful life. The renovation will upgrade the mechanical and electrical systems to meet current standards and codes. All existing spaces will be modernized and modified to meet current educational program requirements. Programmatic spaces will be included in the project to enhance the instructional program and expansion to address capacity needs.

Planning Commission Comments: Project is consistent with Comprehensive Plan. (Rating #1)
PRIORITY

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$0	$0	$0	$0	$0	$0	$3,650	$0	$3,650
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	7,512	0	0	0	0	7,512	41,333	0	48,845
Equipment	1,400	0	0	0	0	1,400	1,480	0	2,880
Administration	0	0	0	0	0	0	2	0	2
Administration - FAS	1	0	0	0	0	1	3	0	4
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	415	0	415
Contingency	117	0	0	0	0	117	203	0	320
Total Outlay	**$9,030**	**$0**	**$0**	**$0**	**$0**	**$9,030**	**$47,086**	**$0**	**$56,116**
FINANCING SOURCES									
Bonds	$828	$0	$0	$0	$0	$828	$11,243	$0	$12,071
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer General Fund	495	0	0	0	0	495	0	0	495
Fair Share Excise Tax Bonds	2,217	0	0	0	0	2,217	15,879	0	18,096
Total County Funding	$3,540	$0	$0	$0	$0	$3,540	$27,123	$0	$30,663
Federal	0	0	0	0	0	0	0	0	0
State	5,490	0	0	0	0	5,490	19,963	0	25,453
Other: Forward Fund State Share	0	0	0	0	0	0	0	0	0
Total Funding	**$9,030**	**$0**	**$0**	**$0**	**$0**	**$9,030**	**$47,086**	**$0**	**$56,116**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Start-Up Cost	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	1,011.2	1,084.9	1,084.9	1,084.9	1,084.9	1,011.2	1,084.9
Debt Service: Excise Tax Bonds	1,957.8	2,229.1	2,229.1	2,229.1	2,229.1	1,957.8	2,229.1
Total Impact	**$2,969.0**	**$3,314.0**	**$3,314.0**	**$3,314.0**	**$3,314.0**	**$2,969.0**	**$3,314.0**

LOCATION: | **COMMISSIONER DISTRICT:**
Benjamin Stoddert Middle School | 4

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2022
($ in thousands)

PROJECT NAME: | **Existing Capacity** 95% | **Requested By:** BOE | **New Capacity** 5% | **Project #:** 5144

McDonough High School Renovation Study / Security Enhancements & Performing Arts

Preparation of a feasibility study to review rehabilitation of existing school to ensure facility in existing neighborhoods are equal to new schools. First desire is to renovate with addition to meet 21st century educational requirements and challenges. Maurice J. McDonough High School was built in 1977 and major building systems have reached the end of their useful life. The proposed Phase I will include; an elevator, stair modifications, improved accessibility, new secure building entrance and administrative office, renovations to convert the existing administrative spaces to program spaces, and enhancements to the performing arts area. Requires a MOU between the School, County, IAC, and Stadium Authority.

Planning Commission Comments: Project is consistent with Comprehensive Plan. (Rating #1)
PRIORITY

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$0	$0	$0	$0	$0	$0	$1,195	$0	$1,195
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	4,550	10,445	0	0	0	14,995	2,842	0	17,837
Equipment	0	322	0	0	0	322	0	0	322
Administration	0	0	0	0	0	0	3	0	3
Administration - FAS	0	1	0	0	0	1	1	0	2
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	74	0	0	0	74	16	0	90
Contingency	0	499	0	0	0	499	0	0	499
Total Outlay	**$4,550**	**$11,341**	**$0**	**$0**	**$0**	**$15,891**	**$4,057**	**$0**	**$19,948**
FINANCING SOURCES									
Bonds	$0	$3,323	$0	$0	$0	$3,323	$3,707	$0	$7,030
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer General Fund	0	322	0	0	0	322	0	0	322
Fair Share Excise Tax Bonds	0	647	0	0	0	647	350	0	997
Total County Funding	$0	$4,292	$0	$0	$0	$4,292	$4,057	$0	$8,349
Federal	0	0	0	0	0	0	0	0	0
State	0	4,550	7,049	0	0	11,599	0	0	11,599
Other: Forward Fund State Share	4,550	2,499	(7,049)	0	0	0	0	0	0
Total Funding	**$4,550**	**$11,341**	**$0**	**$0**	**$0**	**$15,891**	**$4,057**	**$0**	**$19,948**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Start-Up Cost	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	333.4	333.4	631.2	631.2	631.2	333.4	631.2
Debt Service: Excise Tax Bonds	43.2	43.2	122.8	122.8	122.8	43.2	122.8
Total Impact	**$376.6**	**$376.6**	**$754.0**	**$754.0**	**$754.0**	**$376.6**	**$754.0**

LOCATION: McDonough High School

COMMISSIONER DISTRICT: 2

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2022
($ in thousands)

PROJECT NAME: **Existing Capacity** 100% **Requested By:** BOE
Westlake H.S. Roof Replacement **New Capacity** **Project #:** 5161

The need is for a systemic renovation at Westlake High School, which opened in 1992 and is located in Westlake Village in St. Charles. It is proposed that a four-ply, built-up roof with positive drainage or other acceptable roofing system be installed. A full roof and building envelope investigation will be performed by our consultant prior to design to address any unseen problems.

Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent. (Rating #2)

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$0	$0	$0	$0	$0	$0	$392	$0	$392
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	2,379	0	0	0	2,379	669	0	3,048
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	0	0	0	0	0	0	0
Administration - FAS	0	0	0	0	0	0	2	0	2
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	200	0	0	0	200	0	0	200
Total Outlay	**$0**	**$2,579**	**$0**	**$0**	**$0**	**$2,579**	**$1,063**	**$0**	**$3,642**
FINANCING SOURCES									
Bonds	$0	$598	$0	$0	$0	$598	$1,063	$0	$1,661
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Fair Share Excise Tax Bonds	0	0	0	0	0	0	0	0	0
Total County Funding	$0	$598	$0	$0	$0	$598	$1,063	$0	$1,661
Federal	0	0	0	0	0	0	0	0	0
State	0	1,981	0	0	0	1,981	0	0	1,981
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$0**	**$2,579**	**$0**	**$0**	**$0**	**$2,579**	**$1,063**	**$0**	**$3,642**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Start-Up Cost	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	95.6	95.6	149.2	149.2	149.2	95.6	149.2
Debt Service: Excise Tax Bonds	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$95.6**	**$95.6**	**$149.2**	**$149.2**	**$149.2**	**$95.6**	**$149.2**

LOCATION: **COMMISSIONER DISTRICT:**
Westlake High School 3

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2022
($ in thousands)

PROJECT NAME: **Existing Capacity** 100% **Requested By:** BOE
Indian Head E.S. Boiler Replacement **New Capacity** **Project #:** 5162

The need is for a systemic renovation at Indian Head Elementary School, which opened in 1976, and is located in the town of Indian Head. The two boilers and pump systems are over 35 years old and have outlived their expected usefulness. Installation of new units is proposed to increase overall efficiency of the heating system and reduce operating costs. Charles County Public Schools recently commissioned a team of consultants to provide a budget and scope analysis for mechanical, electrical, and plumbing.

Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent. (Rating #2)

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$0	$0	$0	$0	$0	$0	$128	$0	$128
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	1,096	0	0	0	1,096	0	0	1,096
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	0	0	0	0	0	0	0
Administration - FAS	0	1	0	0	0	1	1	0	2
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	100	0	0	0	100	0	0	100
Total Outlay	**$0**	**$1,197**	**$0**	**$0**	**$0**	**$1,197**	**$129**	**$0**	**$1,326**
FINANCING SOURCES									
Bonds	$0	$485	$0	$0	$0	$485	$129	$0	$614
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Fair Share Excise Tax Bonds	0	0	0	0	0	0	0	0	0
Total County Funding	$0	$485	$0	$0	$0	$485	$129	$0	$614
Federal	0	0	0	0	0	0	0	0	0
State	0	712	0	0	0	712	0	0	712
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$0**	**$1,197**	**$0**	**$0**	**$0**	**$1,197**	**$129**	**$0**	**$1,326**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Start-Up Cost	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	11.6	11.6	55.1	55.1	55.1	11.6	55.1
Debt Service: Excise Tax Bonds	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$11.6**	**$11.6**	**$55.1**	**$55.1**	**$55.1**	**$11.6**	**$55.1**

LOCATION: **COMMISSIONER DISTRICT:**
Indian Head Elementary School 2

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2022
($ in thousands)

PROJECT NAME: **Existing Capacity** **100%** **Requested By:** **BOE**
Smallwood M.S. Roof/Chiller/H&V/UV Replacement **New Capacity** **Project #:** **5177**

The need is for a systemic renovation at Smallwood Middle School, which was renovated in 1979 and serves a portion of the development district. The roof, two heating and ventilating units, chiller and classroom unit ventilators were installed when the building was renovated in 1979 and are approaching the end of their useful life. Approximately 40 unit ventilators, fan-coil units, & convention units have been replaced as part of the FY 2013 & FY 2014 Aging Schools Program (ASP) at the school. The majority of the second floor units have been replaced and select areas on the first floor have been replaced. The installation of a four-ply, built-up roof with positive drainage or other approved roofing system is proposed. A full roof and building envelope investigation will be performed by our consultant prior to design to address any unseen problems. The installation of new efficient units is proposed, which are environmentally friendly, and will increase the overall efficiency of the heating cooling systems and reduce the operating costs. Charles County Public Schools recently commissioned a team of consultants to provide a budget and scope analysis for mechanical, electrical, and plumbing.

Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent. (Rating #2)

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$0	$0	$0	$0	$0	$0	$477	$0	$477
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	3,649	0	0	0	3,649	0	0	3,649
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	0	0	0	0	0	0	0
Administration - FAS	0	1	0	0	0	1	1	0	2
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	300	0	0	0	300	0	0	300
Total Outlay	**$0**	**$3,950**	**$0**	**$0**	**$0**	**$3,950**	**$478**	**$0**	**$4,428**
FINANCING SOURCES									
Bonds	$0	$1,587	$0	$0	$0	$1,587	$0	$0	$1,587
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Fair Share Excise Tax Bonds	0	0	0	0	0	0	0	0	0
Total County Funding	$0	$1,587	$0	$0	$0	$1,587	$0	$0	$1,587
Federal	0	0	0	0	0	0	0	0	0
State	0	2,363	0	0	0	2,363	478	0	2,841
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$0**	**$3,950**	**$0**	**$0**	**$0**	**$3,950**	**$478**	**$0**	**$4,428**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Start-Up Cost	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	0.0	0.0	142.2	142.2	142.2	0.0	142.2
Debt Service: Excise Tax Bonds	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$0.0**	**$0.0**	**$142.2**	**$142.2**	**$142.2**	**$0.0**	**$142.2**

LOCATION: **COMMISSIONER DISTRICT:**
General Smallwood Middle School 2

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2022
($ in thousands)

PROJECT NAME: **Existing Capacity** **Requested By:** **BOE**
BOE: Various Maintenance Projects **New Capacity** **Project #:** **5183**

These projects include the next phase of paving parking lots, interior replacements including carpet and tile, general site improvements, and are all smaller systemic renovations (under $100,000) not eligible for state funding.

Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent. (Rating #2)

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$50	$50	$50	$50	$50	$250	$0	$50	$300
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	560	560	560	560	560	2,800	0	560	3,360
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	0	0	0	0	0	0	0
Administration - FAS	1	1	1	1	1	5	0	1	6
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	0	0	0	0	0	0	0	0
Total Outlay	**$611**	**$611**	**$611**	**$611**	**$611**	**$3,055**	**$0**	**$611**	**$3,666**
FINANCING SOURCES									
Bonds	$611	$611	$611	$611	$611	$3,055	$0	$611	$3,666
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Fair Share Excise Tax Bonds	0	0	0	0	0	0	0	0	0
Total County Funding	$611	$611	$611	$611	$611	$3,055	$0	$611	$3,666
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$611**	**$611**	**$611**	**$611**	**$611**	**$3,055**	**$0**	**$611**	**$3,666**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Start-Up Cost	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	0.0	54.4	109.1	164.1	219.0	0.0	329.0
Debt Service: Excise Tax Bonds	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$0.0**	**$54.4**	**$109.1**	**$164.1**	**$219.0**	**$0.0**	**$329.0**

LOCATION: **COMMISSIONER DISTRICT:**
Various schools throughout the County Varies

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2022
($ in thousands)

PROJECT NAME: **Existing Capacity** **100%** **Requested By:** **BOE**
Local Portable Classrooms - Various Schools **New Capacity** **Project #:** **5184**

This project requests funds for the design and purchase of new or relocation of existing locally-owned relocatable classrooms to meet the changes in attendance patterns, and to provide temporary capacity until a new school can be built. The exact number of new relocatable classrooms or the identification of specific local relocatables available for relocation are based on actual enrollment patterns and needs of the individual schools. Additional maintenance of locally-owned relocatable classrooms for longevity and efficiency of the unit. Two duplex portable classroom units are required to be relocated from Eva Turner ES to start construction. Two duplex portable classroom units are required to be relocated from Benjamin Stoddert MS for the modernization project.

Planning Commission Comments: Project is consistent with Comprehensive Plan. (Rating #1)
PRIORITY

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$23	$23	$23	$23	$23	$115	$0	$23	$138
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	146	146	146	146	146	730	0	146	876
Equipment	16	16	16	16	16	80	0	16	96
Administration	0	0	0	0	0	0	0	0	0
Administration - FAS	1	1	1	1	1	5	0	1	6
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	14	14	14	14	14	70	0	14	84
Total Outlay	**$200**	**$200**	**$200**	**$200**	**$200**	**$1,000**	**$0**	**$200**	**$1,200**
FINANCING SOURCES									
Bonds	$200	$200	$200	$200	$200	$1,000	$0	$200	$1,200
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Fair Share Excise Tax Bonds	0	0	0	0	0	0	0	0	0
Total County Funding	$200	$200	$200	$200	$200	$1,000	$0	$200	$1,200
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$200**	**$200**	**$200**	**$200**	**$200**	**$1,000**	**$0**	**$200**	**$1,200**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Start-Up Cost	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	0.0	17.8	35.7	53.7	71.7	0.0	107.7
Debt Service: Excise Tax Bonds	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$0.0**	**$17.8**	**$35.7**	**$53.7**	**$71.7**	**$0.0**	**$107.7**

LOCATION: **COMMISSIONER DISTRICT:**
Various schools Varies

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2022
($ in thousands)

PROJECT NAME: **Existing Capacity** **100%** **Requested By:** **BOE**
New Capacity **Project #:** **5185**

Limited Renovation: Dr. Gustavus Brown E.S.

There is a need for limited renovation on the open space classroom areas at Dr. Gustavus Brown Elementary School in Waldorf, Maryland. The school originally opened in 1974 with open-space learning environment. The open-space learning has had two primary obstacles, one is the added space and the other is noise carrying from learning center to learning center. As the trend for open-space learning declined in the Charles County, in favor of traditional classrooms, many of the open-space schools received acoustical cubical style partitions to create enclosing spaces for the feel of traditional educational classrooms. The result has been classroom space with partially demising cubical partitions, but without doors, and short walls which allows noise and light to pass from space to space.

The systems this project will address are: 1) replace the entire ROOF on the 1974 portion of the building, 2) replace the PA communication system, 3) renovate the HVAC VENTILATION system on the open space classroom areas, 4) replace the CEILING on the open space classroom areas, and 5) replace the FLOORING on the open space classroom areas. There is an alternate to replace the LIGHTING in the open space classroom areas with LED lighting.

The project will improve educational spaces and programs in the following areas: 1) conversion of the open-space floorplan to permanently enclosed classrooms with full height walls, 2) addition of a guided entry vestibule for improved security, 3) create an ADA single occupant restroom for the office/general public and add three additional ADA restrooms in the renovated area and 4) improvements to the nurse's area. ACM removal will be required to mitigate impact to the floors and walls. The rooftop units, vav's, and boilers were replaced in 2014 and that work resulted in considerable insight on the HVAC system. There is substantial growth in close proximity to the school and the open-space enclosure would create classrooms spaces that function at current educational requirements. State and Local construction funding will be requested in FY2022.

Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent. (Rating #2)

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$184	$0	$0	$0	$0	$184	$0	$0	$184
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	5,781	0	0	0	0	5,781	0	0	5,781
Equipment	400	0	0	0	0	400	0	0	400
Administration	0	0	0	0	0	0	0	0	0
Administration - FAS	1	0	0	0	0	1	0	0	1
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	200	0	0	0	0	200	0	0	200
Contingency	200	0	0	0	0	200	0	0	200
Total Outlay	**$6,766**	**$0**	**$0**	**$0**	**$0**	**$6,766**	**$0**	**$0**	**$6,766**
FINANCING SOURCES									
Bonds	$2,608	$0	$0	$0	$0	$2,608	$0	$0	$2,608
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer General Fund	400	0	0	0	0	400	0	0	400
Fair Share Excise Tax Bonds	0	0	0	0	0	0	0	0	0
Total County Funding	$3,008	$0	$0	$0	$0	$3,008	$0	$0	$3,008
Federal	0	0	0	0	0	0	0	0	0
State	1,209	2,549	0	0	0	3,758	0	0	3,758
Other: Forward Fund State Share	2,549	(2,549)	0	0	0	0	0	0	0
Total Funding	**$6,766**	**$0**	**$0**	**$0**	**$0**	**$6,766**	**$0**	**$0**	**$6,766**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Start-Up Cost	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	0.0	232.1	232.1	232.1	232.1	0.0	232.1
Debt Service: Excise Tax Bonds	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$0.0**	**$232.1**	**$232.1**	**$232.1**	**$232.1**	**$0.0**	**$232.1**

LOCATION: **COMMISSIONER DISTRICT:**
Dr. Brown E.S. 4

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2022
($ in thousands)

PROJECT NAME: | **Existing Capacity** 80% | **Requested By:** BOE | **New Capacity** 20% | **Project #:** 5180

T.C. Martin Elementary School
Study/Renovation/Addition

The need is for renovation and addition at T.C. Martin Elementary School, which opened in 1967 and located in Bryantown. The major building systems have exceeded their normal life and will be replaced as part of the renovation. The building will be modernized and expanded for increased enrollment and to meet current educational program requirements. The school received a full-day kindergarten addition in 2009 that will not be renovated.

Planning Commission Comments: Project is consistent with Comprehensive Plan. (Rating #1)
PRIORITY

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$0	$0	$0	$0	$0	$0	$2,325	$0	$2,325
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	13,313	13,778	0	0	27,091	0	0	27,091
Equipment	0	0	1,000	1,000	0	2,000	0	0	2,000
Administration	0	0	0	0	0	0	0	0	0
Administration - FAS	0	1	1	0	0	2	1	0	3
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	178	0	0	0	178	0	0	178
Contingency	0	287	0	0	0	287	0	0	287
Total Outlay	**$0**	**$13,779**	**$14,779**	**$1,000**	**$0**	**$29,558**	**$2,326**	**$0**	**$31,884**
FINANCING SOURCES									
Bonds	$0	$5,593	$6,143	$750	$0	$12,486	$1,861	$0	$14,347
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer General Fund	0	0	250	250	0	500	0	0	500
Fair Share Excise Tax Bonds	0	1,398	1,598	0	0	2,996	465	0	3,461
Total County Funding	$0	$6,991	$7,991	$1,000	$0	$15,982	$2,326	$0	$18,308
Federal	0	0	0	0	0	0	0	0	0
State	0	6,788	6,788	0	0	13,576	0	0	13,576
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$0**	**$13,779**	**$14,779**	**$1,000**	**$0**	**$29,558**	**$2,326**	**$0**	**$31,884**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Start-Up Cost	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	167.4	167.4	668.6	1,221.2	1,288.6	167.4	1,288.6
Debt Service: Excise Tax Bonds	0.0	0.0	172.0	369.0	369.0	57.3	369.0
Total Impact	**$167.4**	**$167.4**	**$840.6**	**$1,590.1**	**$1,657.6**	**$224.7**	**$1,657.6**

LOCATION: T.C. Martin E.S.

COMMISSIONER DISTRICT: 1

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2022
($ in thousands)

PROJECT NAME: | **Existing Capacity** 100% | **Requested By:** BOE | **New Capacity** | **Project #:** 5186

Piccowaxen M.S. Boiler Replacement

The need is for a systemic renovation at Piccowaxen Middle School, which opened in 1977. The boiler and pump systems are over 30 years old and will have outlived their expected usefulness. The installation of new efficient units is proposed to increase the overall efficiency of the heating system and reduce operating cost.

Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent. (Rating #2)

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$79	$0	$0	$0	$0	$79	$0	$0	$79
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	634	0	0	0	634	0	0	634
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	0	0	0	0	0	0	0
Administration - FAS	1	1	0	0	0	2	0	0	2
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	15	0	0	0	15	0	0	15
Contingency	0	65	0	0	0	65	0	0	65
Total Outlay	**$80**	**$715**	**$0**	**$0**	**$0**	**$795**	**$0**	**$0**	**$795**
FINANCING SOURCES									
Bonds	$80	$225	$0	$0	$0	$305	$0	$0	$305
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Fair Share Excise Tax Bonds	0	0	0	0	0	0	0	0	0
Total County Funding	$80	$225	$0	$0	$0	$305	$0	$0	$305
Federal	0	0	0	0	0	0	0	0	0
State	0	490	0	0	0	490	0	0	490
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$80**	**$715**	**$0**	**$0**	**$0**	**$795**	**$0**	**$0**	**$795**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Start-Up Cost	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	0.0	7.1	27.3	27.3	27.3	0.0	27.3
Debt Service: Excise Tax Bonds	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$0.0**	**$7.1**	**$27.3**	**$27.3**	**$27.3**	**$0.0**	**$27.3**

LOCATION: | **COMMISSIONER DISTRICT:**

Piccowaxen M.S. | 1

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2022
($ in thousands)

PROJECT NAME: **Existing Capacity** **Requested By:** **BOE**
New Capacity **100%** **Project #:** **5181**

Elementary School #23

The need is for additional school capacity in the La Plata or Waldorf areas. Continued development in the incorporated town, both east and west of route 301, will cause enrollment at the elementary level to exceed the capacity of the existing schools serving that area. The school will serve a population that includes students with special needs, students with low English proficiency, and children eligible to participate in the free and reduced meal program. A school with a rated capacity of 766 is requested.

Planning Commission Comments: Project is consistent with Comprehensive Plan. (Rating #1)
PRIORITY

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$0	$0	$0	$0	$0	$0	$2,399	$0	$2,399
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	19,696	19,695	0	0	39,391	0	0	39,391
Equipment	0	0	1,100	1,000	0	2,100	0	0	2,100
Administration	0	0	0	0	0	0	0	0	0
Administration - FAS	0	1	1	0	0	2	1	0	3
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	380	0	0	0	380	0	0	380
Contingency	0	918	0	0	0	918	0	0	918
Total Outlay	**$0**	**$20,995**	**$20,796**	**$1,000**	**$0**	**$42,791**	**$2,400**	**$0**	**$45,191**
FINANCING SOURCES									
Bonds	$0	$0	$0	$0	$0	$0	$0	$0	$0
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer General Fund	0	0	250	250	0	500	0	0	500
Fair Share Excise Tax Bonds	0	9,495	9,046	750	0	19,291	2,400	0	21,691
Total County Funding	$0	$9,495	$9,296	$1,000	$0	$19,791	$2,400	$0	$22,191
Federal	0	0	0	0	0	0	0	0	0
State	0	11,500	11,500	0	0	23,000	0	0	23,000
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$0**	**$20,995**	**$20,796**	**$1,000**	**$0**	**$42,791**	**$2,400**	**$0**	**$45,191**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	57.60	57.60	57.60	0.00	57.60
Personnel Costs	0.0	0.0	4,228.6	4,397.8	4,573.7	0.0	4,756.6
Operating	0.0	0.0	487.5	497.3	507.2	0.0	522.4
Start-Up Cost	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$4,716.1**	**$4,895.1**	**$5,080.9**	**$0.0**	**$5,279.0**
Debt Service: Bonds	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Debt Service: Excise Tax Bonds	0.0	0.0	1,167.7	2,283.0	2,375.5	295.9	2,375.5
Total Impact	**$0.0**	**$0.0**	**$5,883.8**	**$7,178.1**	**$7,456.4**	**$295.9**	**$7,654.5**

LOCATION: **COMMISSIONER DISTRICT:**
TBD 2

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2022
($ in thousands)

PROJECT NAME: **Existing Capacity** **Requested By:** **BOE**

Full Day Kindergarten Addition: Walter J. Mitchell E.S. **New Capacity** **100%** **Project #:** **5175**

There is a need for permanent space to support pre-kindergarten and full-day kindergarten programs at Walter J. Mitchell Elementary School in La Plata, which opened in 1965. Spaces have been appropriated for kindergarten over the years by displacing higher grades to portable classrooms. Mitchell currently houses four kindergarten classes and one pre-k class. An addition containing four kindergarten classrooms and an activity area is proposed. Charles County Public Schools now uses an inclusion model for providing services to pre-kindergarten and kindergarten-aged, special education students. This requires that one classroom at both the kindergarten and pre-kindergarten levels be increased in size to house an additional seven students, a special education teacher and an aide. The existing kindergarten classrooms will be converted to regular classrooms.

Planning Commission Comments: Project is consistent with Comprehensive Plan. (Rating #1)
PRIORITY

EXPENSE BUDGET	**FY 2022**	**FY 2023**	**FY 2024**	**FY 2025**	**FY 2026**	**5-Year Total '22-'26**	**Approp. thru FY21**	**Beyond FY 2026**	**Project Total**
Architectural & Engineering	$0	$0	$0	$0	$0	$0	$448	$0	$448
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	5,659	0	0	0	5,659	0	0	5,659
Equipment	0	150	0	0	0	150	0	0	150
Administration	0	0	0	0	0	0	0	0	0
Administration - FAS	0	1	0	0	0	1	2	0	3
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	50	0	0	0	50	0	0	50
Contingency	0	200	0	0	0	200	0	0	200
Total Outlay	**$0**	**$6,060**	**$0**	**$0**	**$0**	**$6,060**	**$450**	**$0**	**$6,510**
FINANCING SOURCES									
Bonds	$0	$0	$0	$0	$0	$0	$0	$0	$0
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer General Fund	0	20	0	0	0	20	0	0	20
Fair Share Excise Tax Bonds	0	2,523	0	0	0	2,523	450	0	2,973
Total County Funding	$0	$2,543	$0	$0	$0	$2,543	$450	$0	$2,993
Federal	0	0	0	0	0	0	0	0	0
State	0	3,517	0	0	0	3,517	0	0	3,517
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$0**	**$6,060**	**$0**	**$0**	**$0**	**$6,060**	**$450**	**$0**	**$6,510**

Operating Budget Impact	**FY 2022**	**FY 2023**	**FY 2024**	**FY 2025**	**FY 2026**	**Approp. thru FY21**	**Beyond FY 2026**
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Start-Up Cost	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Debt Service: Excise Tax Bonds	55.5	55.5	365.8	365.8	365.8	55.5	365.8
Total Impact	**$55.5**	**$55.5**	**$365.8**	**$365.8**	**$365.8**	**$55.5**	**$365.8**

LOCATION: **COMMISSIONER DISTRICT:**

Walter J. Mitchell Elementary School 1

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2022
($ in thousands)

PROJECT NAME: **Existing Capacity** **Requested By:** **BOE**
New Capacity **100%** **Project #:** **5182**

Full Day Kindergarten Addition: J.C. Parks E.S.

There is a need for permanent space to support pre-kindergarten and full-day kindergarten programs at J.C. Parks Elementary School in Bryans Road, which opened in 1967 and was renovated in 1997. The building contains 2 kindergarten classrooms and 1 pre-kindergarten classroom. Additional spaces have been appropriated for kindergarten over the years by displacing higher grades to portable classrooms. J.C. Parks currently houses five kindergarten classes and one pre-k class. An addition containing four kindergarten classrooms and an activity area is proposed. Charles County Public Schools now uses an inclusion model for providing services to pre-kindergarten and kindergarten-aged, special education students. This requires that one classroom at both the kindergarten and pre-kindergarten levels be increased in size to house an additional seven students, a special education teacher and an aide. The existing kindergarten classrooms will be converted to regular classrooms.

Planning Commission Comments: Project is consistent with Comprehensive Plan. (Rating #1)
PRIORITY

EXPENSE BUDGET	**FY 2022**	**FY 2023**	**FY 2024**	**FY 2025**	**FY 2026**	**5-Year Total '22-'26**	**Approp. thru FY21**	**Beyond FY 2026**	**Project Total**
Architectural & Engineering	$0	$0	$0	$0	$0	$0	$399	$0	$399
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	3,517	0	0	0	3,517	0	0	3,517
Equipment	0	150	0	0	0	150	0	0	150
Administration	0	0	0	0	0	0	0	0	0
Administration - FAS	0	1	0	0	0	1	1	0	2
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	50	0	0	0	50	0	0	50
Contingency	0	200	0	0	0	200	0	0	200
Total Outlay	**$0**	**$3,918**	**$0**	**$0**	**$0**	**$3,918**	**$400**	**$0**	**$4,318**
FINANCING SOURCES									
Bonds	$0	$0	$0	$0	$0	$0	$0	$0	$0
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer General Fund	0	20	0	0	0	20	0	0	20
Fair Share Excise Tax Bonds	0	1,773	0	0	0	1,773	400	0	2,173
Total County Funding	$0	$1,793	$0	$0	$0	$1,793	$400	$0	$2,193
Federal	0	0	0	0	0	0	0	0	0
State	0	2,125	0	0	0	2,125	0	0	2,125
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$0**	**$3,918**	**$0**	**$0**	**$0**	**$3,918**	**$400**	**$0**	**$4,318**

Operating Budget Impact	**FY 2022**	**FY 2023**	**FY 2024**	**FY 2025**	**FY 2026**	**Approp. thru FY21**	**Beyond FY 2026**
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Start-Up Cost	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Debt Service: Excise Tax Bonds	0.0	0.0	218.1	218.1	218.1	49.3	218.1
Total Impact	**$0.0**	**$0.0**	**$218.1**	**$218.1**	**$218.1**	**$49.3**	**$218.1**

LOCATION: **COMMISSIONER DISTRICT:**
J. C. Parks Elementary School 2

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2022
($ in thousands)

PROJECT NAME: **Existing Capacity** **Requested By:** **BOE**
New Capacity **100%** **Project #:**

Full Day Kindergarten Addition: Wade E.S.

There is a need for permanent space to support pre-kindergarten and full-day kindergarten programs at William B. Wade Elementary School in Waldorf. Opened in 1989, this school had a classroom addition in 2002. The school was originally constructed with two kindergarten classrooms and one pre-kindergarten classroom added in 2002. Additional spaces were appropriated for kindergarten over the years by displacing higher grades to portable classrooms. Wade currently houses five kindergarten classes and one pre-kindergarten class. An addition is proposed that would contain four kindergarten classrooms and an activity area. The fifth kindergarten class will use the pre-kindergarten classroom in the 2002 addition. In addition, the current two kindergarten classrooms will be renovated to house the pre-kindergarten program with inclusion provisions. Charles County Public Schools now uses an inclusion model for providing services to pre-kindergarten and kindergarten-aged, special education students. This requires one classroom at both the kindergarten and pre-kindergarten levels be increased in size to house an additional seven students, a special education teacher and an aide. Planning was granted in FY2009, but rescinded in FY2014 because of the lack of local construction programming. Design was put on hold.

Planning Commission Comments: Project is consistent with Comprehensive Plan. (Rating #1)

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$0	$399	$0	$0	$0	$399	$0	$0	$399
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	3,898	0	0	3,898	0	0	3,898
Equipment	0	0	151	0	0	151	0	0	151
Administration	0	1	0	0	0	1	0	0	1
Administration - FAS	0	0	1	0	0	1	0	0	1
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	50	0	0	50	0	0	50
Contingency	0	0	200	0	0	200	0	0	200
Total Outlay	**$0**	**$400**	**$4,300**	**$0**	**$0**	**$4,700**	**$0**	**$0**	**$4,700**
FINANCING SOURCES									
Bonds	$0	$0	$0	$0	$0	$0	$0	$0	$0
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer General Fund	0	0	20	0	0	20	0	0	20
Fair Share Excise Tax Bonds	0	400	1,740	0	0	2,140	0	0	2,140
Total County Funding	$0	$400	$1,760	$0	$0	$2,160	$0	$0	$2,160
Federal	0	0	0	0	0	0	0	0	0
State	0	0	2,540	0	0	2,540	0	0	2,540
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$0**	**$400**	**$4,300**	**$0**	**$0**	**$4,700**	**$0**	**$0**	**$4,700**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Start-Up Cost	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Debt Service: Excise Tax Bonds	0.0	0.0	49.2	263.7	263.7	0.0	263.7
Total Impact	**$0.0**	**$0.0**	**$49.2**	**$263.7**	**$263.7**	**$0.0**	**$263.7**

LOCATION: **COMMISSIONER DISTRICT:**
William B. Wade Elementary School 4

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2022
($ in thousands)

PROJECT NAME: **Existing Capacity** **Requested By:** **BOE**
New Capacity **100%** **Project #:**

Full Day Kindergarten Addition: Dr. Higdon E.S.

There is a need for permanent space to support pre-kindergarten and full-day kindergarten programs at Dr. Thomas L. Higdon Elementary School in Newburg. Opened in 1951, this school had a classroom addition in 1965, and was renovated in 1988. The school currently has one kindergarten classroom and one pre-kindergarten classroom. Higdon currently houses three kindergarten classes and one pre-kindergarten class. An addition is proposed that would contain two kindergarten classrooms and an activity area. Charles County Public Schools now uses an inclusion model for providing services to pre-kindergarten and kindergarten-aged, special education students. This requires one classroom at both the kindergarten and pre-kindergarten levels be increased in size to house an additional seven students, a special education teacher and an aide.

Planning Commission Comments: Project is consistent with Comprehensive Plan. (Rating #1)

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$0	$424	$0	$0	$0	$424	$0	$0	$424
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	3,349	0	0	3,349	0	0	3,349
Equipment	0	0	150	0	0	150	0	0	150
Administration	0	0	0	0	0	0	0	0	0
Administration - FAS	0	1	1	0	0	2	0	0	2
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	50	0	0	50	0	0	50
Contingency	0	0	200	0	0	200	0	0	200
Total Outlay	**$0**	**$425**	**$3,750**	**$0**	**$0**	**$4,175**	**$0**	**$0**	**$4,175**
FINANCING SOURCES									
Bonds	$0	$0	$0	$0	$0	$0	$0	$0	$0
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer General Fund	0	0	20	0	0	20	0	0	20
Fair Share Excise Tax Bonds	0	425	1,550	0	0	1,975	0	0	1,975
Total County Funding	$0	$425	$1,570	$0	$0	$1,995	$0	$0	$1,995
Federal	0	0	0	0	0	0	0	0	0
State	0	0	2,180	0	0	2,180	0	0	2,180
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$0**	**$425**	**$3,750**	**$0**	**$0**	**$4,175**	**$0**	**$0**	**$4,175**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Start-Up Cost	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Debt Service: Excise Tax Bonds	0.0	0.0	52.3	243.4	243.4	0.0	243.4
Total Impact	**$0.0**	**$0.0**	**$52.3**	**$243.4**	**$243.4**	**$0.0**	**$243.4**

LOCATION: **COMMISSIONER DISTRICT:**
Dr. Thomas L. Higdon Elementary School 1

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2022
($ in thousands)

PROJECT NAME: **Existing Capacity** **100%** **Requested By:** **BOE**
La Plata High School - Renovation- Security Enhancements and Circulation Upgrades **New Capacity** **Project #:** **5187**

The need is for renovation at La Plata High School, which was built in 1979 and serves a portion of the development district. The proposed Phase I will include; stair modifications, improved accessibility, new secure building entrance and administrative office, and renovations to convert the existing spaces to program spaces.

Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent. (Rating #2)

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$1,700	$0	$0	$0	$0	$1,700	$0	$0	$1,700
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	7,255	7,254	0	0	14,509	0	0	14,509
Equipment	0	149	149	0	0	298	0	0	298
Administration	0	0	0	0	0	0	0	0	0
Administration - FAS	1	1	1	0	0	3	0	0	3
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	50	50	0	0	100	0	0	100
Contingency	0	250	250	0	0	500	0	0	500
Total Outlay	**$1,701**	**$7,705**	**$7,704**	**$0**	**$0**	**$17,110**	**$0**	**$0**	**$17,110**
FINANCING SOURCES									
Bonds	$1,701	$2,989	$2,691	$0	$0	$7,381	$0	$0	$7,381
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer General Fund	0	0	298	0	0	298	0	0	298
Fair Share Excise Tax Bonds	0	0	0	0	0	0	0	0	0
Total County Funding	$1,701	$2,989	$2,989	$0	$0	$7,679	$0	$0	$7,679
Federal	0	0	0	0	0	0	0	0	0
State	0	4,716	4,715	0	0	9,431	0	0	9,431
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$1,701**	**$7,705**	**$7,704**	**$0**	**$0**	**$17,110**	**$0**	**$0**	**$17,110**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Start-Up Cost	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	0.0	151.4	419.3	661.3	661.3	0.0	661.3
Debt Service: Excise Tax Bonds	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$0.0**	**$151.4**	**$419.3**	**$661.3**	**$661.3**	**$0.0**	**$661.3**

LOCATION: **COMMISSIONER DISTRICT:**
La Plata High School 1

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2022
($ in thousands)

PROJECT NAME: **Existing Capacity** **100%** **Requested By:** **BOE**
Mary H. Matula Elementary - Roof Replacement **New Capacity** **Project #:**

The need is for a systemic renovation at Matula Elementary School, which opened in 1992 and is located in the town of La Plata. The original roof will have reached the end of its expected life in FY2021. It is proposed that a four-ply, built up-roof with positive drainage or other acceptable roofing system be installed. A full roof and building envelope investigation will be performed by our consultant prior to design to address any unseen problems.

Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent. (Rating #2)

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$0	$0	$245	$0	$0	$245	$0	$0	$245
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	0	1,359	0	1,359	0	0	1,359
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	0	0	0	0	0	0	0
Administration - FAS	0	0	1	1	0	2	0	0	2
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	19	0	19	0	0	19
Contingency	0	0	0	196	0	196	0	0	196
Total Outlay	**$0**	**$0**	**$246**	**$1,575**	**$0**	**$1,821**	**$0**	**$0**	**$1,821**
FINANCING SOURCES									
Bonds	$0	$0	$246	$642	$0	$888	$0	$0	$888
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Fair Share Excise Tax Bonds	0	0	0	0	0	0	0	0	0
Total County Funding	$0	$0	$246	$642	$0	$888	$0	$0	$888
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	933	0	933	0	0	933
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$0**	**$0**	**$246**	**$1,575**	**$0**	**$1,821**	**$0**	**$0**	**$1,821**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Start-Up Cost	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	0.0	0.0	0.0	22.1	79.9	0.0	79.9
Debt Service: Excise Tax Bonds	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$0.0**	**$0.0**	**$0.0**	**$22.1**	**$79.9**	**$0.0**	**$79.9**

LOCATION: **COMMISSIONER DISTRICT:**
Mary H. Matula Elementary School 1

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2022
($ in thousands)

PROJECT NAME: **Existing Capacity** **100%** **Requested By:** **BOE**
Mattawoman MS - Roof Replacement **New Capacity** **Project #:**

The need is for a systemic renovation at Mattawoman Middle School, which opened in 1992 and is located in the rapidly growing route 228 corridor in Waldorf. The original roof will have reached its life expectancy in FY 2022. The installation of a four-ply, built-up roof with positive drainage is proposed. A full roof and building envelope investigation will be performed by our consultant prior to design to address any unforeseen problems.

Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent. (Rating #2)

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$0	$0	$0	$449	$0	$449	$0	$0	$449
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	0	0	3,608	3,608	0	0	3,608
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	0	0	0	0	0	0	0
Administration - FAS	0	0	0	1	1	2	0	0	2
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	21	21	0	0	21
Contingency	0	0	0	0	250	250	0	0	250
Total Outlay	**$0**	**$0**	**$0**	**$450**	**$3,880**	**$4,330**	**$0**	**$0**	**$4,330**
FINANCING SOURCES									
Bonds	$0	$0	$0	$450	$1,513	$1,963	$0	$0	$1,963
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Fair Share Excise Tax Bonds	0	0	0	0	0	0	0	0	0
Total County Funding	$0	$0	$0	$450	$1,513	$1,963	$0	$0	$1,963
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	2,367	2,367	0	0	2,367
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$0**	**$0**	**$0**	**$450**	**$3,880**	**$4,330**	**$0**	**$0**	**$4,330**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Start-Up Cost	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	0.0	0.0	0.0	0.0	40.5	0.0	176.6
Debt Service: Excise Tax Bonds	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$40.5**	**$0.0**	**$176.6**

LOCATION: **COMMISSIONER DISTRICT:**
Mattawoman Middle School 3

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2022
($ in thousands)

PROJECT NAME: **Existing Capacity** **Requested By:** **BOE**
Middle School #9 **New Capacity** **100%** **Project #:**

The need is for additional capacity at the middle school level in the rapidly growing county development district. The county's Comprehensive Plan calls for the majority of growth in the county are concentrated in the development district, including those areas west of Route 301. Enrollment projections indicate that the schools serving this area will continue to experience increasing enrollment and overcrowded conditions. The proposed school site location is not determined. A school with a rated capacity of 940 is planned. The school will serve a population that includes students with special needs, students with low English proficiency, and children eligible to participate in the free and reduced meal program.

Planning Commission Comments: Project is consistent with Comprehensive Plan. (Rating #1)

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$0	$0	$250	$3,349	$0	$3,599	$0	$0	$3,599
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	0	0	21,874	21,874	0	21,874	43,748
Equipment	0	0	0	0	1,900	1,900	0	1,900	3,800
Administration	0	0	0	0	0	0	0	0	0
Administration - FAS	0	0	1	1	1	3	0	1	4
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	450	450	0	0	450
Contingency	0	0	0	0	1,000	1,000	0	0	1,000
Total Outlay	**$0**	**$0**	**$251**	**$3,350**	**$25,225**	**$28,826**	**$0**	**$23,775**	**$52,601**
FINANCING SOURCES									
Bonds	$0	$0	$0	$0	$0	$0	$0	$0	$0
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer General Fund	0	0	0	0	0	0	0	500	500
Fair Share Excise Tax Bonds	0	0	251	3,350	11,225	14,826	0	9,275	24,101
Total County Funding	$0	$0	$251	$3,350	$11,225	$14,826	$0	$9,775	$24,601
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	14,000	14,000	0	14,000	28,000
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$0**	**$0**	**$251**	**$3,350**	**$25,225**	**$28,826**	**$0**	**$23,775**	**$52,601**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Start-Up Cost	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Debt Service: Excise Tax Bonds	0.0	0.0	0.0	30.9	444.0	0.0	2,971.4
Total Impact	**$0.0**	**$0.0**	**$0.0**	**$30.9**	**$444.0**	**$0.0**	**$2,971.4**

Note: Operating impact to be determined at a later date.

LOCATION: **COMMISSIONER DISTRICT:**
Development District TBD

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2022
($ in thousands)

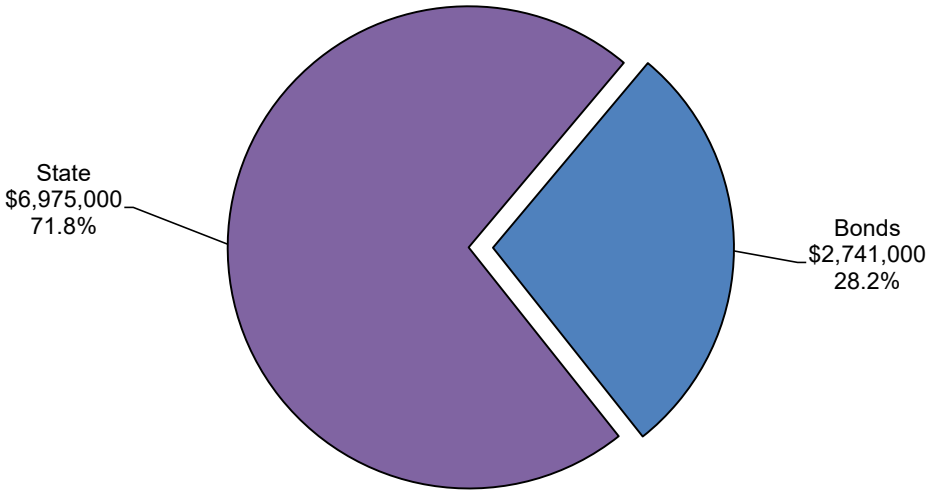
COLLEGE OF SOUTHERN MARYLAND SUMMARY

The College of Southern Maryland is a regionally accredited two-year public institution which occupies a 173 acre campus in La Plata and enrolls over 10,000 students. The college operates branch campuses in Calvert and St. Mary's Counties. The college has entered into a partnership with University of Maryland, University College for providing four-year degrees in selected programs at the CSM-UMUC Waldorf Center. Campus infrastructure, construction and renovation is the shared responsibility of State and local governments. Projects are managed by college personnel.

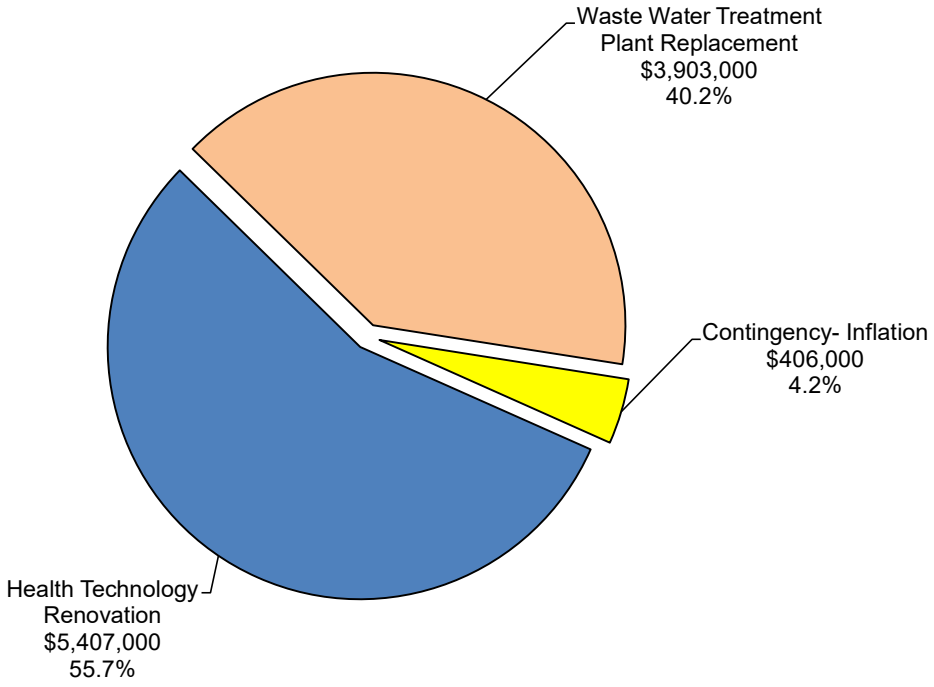
EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$695	$0	$0	$0	$0	$695	$0	$0	$695
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	5,940	2,270	0	0	0	8,210	0	0	8,210
Equipment	0	802	0	0	0	802	0	0	802
Administration	3	0	0	0	0	3	0	0	3
Administration - FAS	3	3	0	0	0	6	0	0	6
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	0	0	0	0	0	0	0	0
Total Outlay	**$6,641**	**$3,075**	**$0**	**$0**	**$0**	**$9,716**	**$0**	**$0**	**$9,716**
FINANCING SOURCES									
Bonds	$1,822	$919	$0	$0	$0	$2,741	$0	$0	$2,741
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$1,822	$919	$0	$0	$0	$2,741	$0	$0	$2,741
Federal	0	0	0	0	0	0	0	0	0
State	4,819	2,156	0	0	0	6,975	0	0	6,975
Other: _____	0	0	0	0	0	0	0	0	0
Total Funding	**$6,641**	**$3,075**	**$0**	**$0**	**$0**	**$9,716**	**$0**	**$0**	**$9,716**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Start-Up Cost	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	0.0	143.6	208.2	208.2	208.2	0.0	208.2
Total Impact	**$0.0**	**$143.6**	**$208.2**	**$208.2**	**$208.2**	**$0.0**	**$208.2**

FY22-FY26 College of Southern Maryland Financing Sources
Total $9,716,000



FY22-FY26 College of Southern Maryland by Project
Total $9,716,000



For FY2022, the CIP provides construction funding for Health Technology Renovation as well as the funding for the Waste Water Treatment Plant Replacement.

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2022

($ in thousands)

PROJECT NAME: **Requested By:** **CSM**

Health Technology Renovation **Project #:** **1028**

With the construction of the Center for Health Sciences (CHS) at the Regional Campus, the programs that were housed in the Health Technology (HT) building will now relocate to the CHS. The HT building was designed for allied health labs, classrooms, and accompanying office spaces. This space will be renovated and repurposed as either classroom, student services, or other administrative space. As this is a renovation, there are no new positions listed for operating budget impact.

Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent. (Rating #2)

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$400	$0	$0	$0	$0	$400	$0	$0	$400
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	2,126	2,124	0	0	0	4,250	0	0	4,250
Equipment	0	751	0	0	0	751	0	0	751
Administration	0	0	0	0	0	0	0	0	0
Administration - FAS	3	3	0	0	0	6	0	0	6
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	0	0	0	0	0	0	0	0
Total Outlay	**$2,529**	**$2,878**	**$0**	**$0**	**$0**	**$5,407**	**$0**	**$0**	**$5,407**
FINANCING SOURCES									
Bonds	$635	$722	$0	$0	$0	$1,357	$0	$0	$1,357
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$635	$722	$0	$0	$0	$1,357	$0	$0	$1,357
Federal	0	0	0	0	0	0	0	0	0
State	1,894	2,156	0	0	0	4,050	0	0	4,050
Other: _____	0	0	0	0	0	0	0	0	0
Total Funding	**$2,529**	**$2,878**	**$0**	**$0**	**$0**	**$5,407**	**$0**	**$0**	**$5,407**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Start-Up Cost	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	0.0	56.5	121.2	121.2	121.2	0.0	121.2
Total Impact	**$0.0**	**$56.5**	**$121.2**	**$121.2**	**$121.2**	**$0.0**	**$121.2**

LOCATION: **COMMISSIONER DISTRICT:**

La Plata Campus 2

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2022

($ in thousands)

PROJECT NAME: **Requested By:** **CSM**

Waste Water Treatment Plant Replacement **Project #:** **1029**

The College's waste water treatment plant is beyond it's intended life span. It's imperative that a new plant is constructed as the current plant could cease operating at any time. The current plant not only serves the college but it also serves the three public schools adjacent to the CSM property. The waste water treatment plant will be located at the La Plata Campus.

Planning Commission Comments: Project is consistent with Comprehensive Plan. (Rating #1)
PRIORITY

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$273	$0	$0	$0	$0	$273	$0	$0	$273
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	3,627	0	0	0	0	3,627	0	0	3,627
Equipment	0	0	0	0	0	0	0	0	0
Administration	3	0	0	0	0	3	0	0	3
Administration - FAS	0	0	0	0	0	0	0	0	0
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	0	0	0	0	0	0	0	0
Total Outlay	**$3,903**	**$0**	**$0**	**$0**	**$0**	**$3,903**	**$0**	**$0**	**$3,903**
FINANCING SOURCES									
Bonds	$978	$0	$0	$0	$0	$978	$0	$0	$978
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$978	$0	$0	$0	$0	$978	$0	$0	$978
Federal	0	0	0	0	0	0	0	0	0
State	2,925	0	0	0	0	2,925	0	0	2,925
Other: _____	0	0	0	0	0	0	0	0	0
Total Funding	**$3,903**	**$0**	**$0**	**$0**	**$0**	**$3,903**	**$0**	**$0**	**$3,903**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	0.0	87.0	87.0	87.0	87.0	0.0	87.0
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$0.0**	**$87.0**	**$87.0**	**$87.0**	**$87.0**	**$0.0**	**$87.0**

LOCATION: **COMMISSIONER DISTRICT:**

La Plata Campus 2

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2022
($ in thousands)

GENERAL GOVERNMENT SUMMARY

General Government projects include infrastructure that supports public services for a variety of purposes, financed by the County's General Fund Operating Budget, and are not associated with specific program revenue, such as water, sewer, or landfill operations. In most cases, the projects are managed by Charles County Government employees.

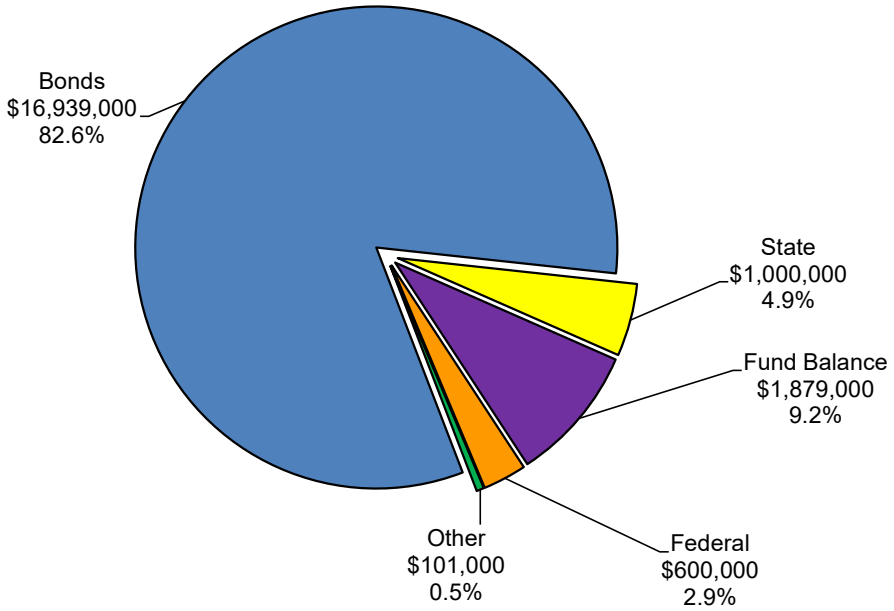
EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$5,922	$1,520	$290	$10	$10	$7,752	$6,658	$12	$14,422
Land & ROW	2,556	2,556	2,556	2,556	2,556	12,780	650	3,134	16,564
Construction	7,687	10,500	9,305	2,868	594	30,954	18,053	698	49,705
Equipment	631	1,636	2,436	286	0	4,989	10,352	0	15,341
Administration	341	273	253	45	16	928	738	9	1,675
Administration - FAS	74	72	49	45	32	272	72	39	383
Inspection	284	325	179	88	40	916	601	51	1,568
Miscellaneous	54	36	21	12	0	123	98	0	221
Contingency	2,970	1,237	605	101	5	4,918	1,923	6	6,847
Total Outlay	**$20,519**	**$18,155**	**$15,694**	**$6,011**	**$3,253**	**$63,632**	**$39,145**	**$3,949**	**$106,726**
FINANCING SOURCES									
Bonds	$16,939	$12,854	$10,652	$4,910	$2,152	$47,506	$33,890	$2,595	$83,991
Fund Balance Appropriation	1,879	0	0	0	0	1,879	3,218	0	5,097
Operating Transfer General Fund	0	0	341	0	0	341	688	0	1,029
Total County Funding	$18,818	$12,854	$10,993	$4,910	$2,152	$49,726	$37,795	$2,595	$90,116
Federal	600	4,200	3,600	0	0	8,400	800	0	9,200
State	1,000	1,000	1,000	1,000	1,000	5,000	50	1,229	6,279
Other	101	101	101	102	102	506	500	125	1,131
Total Funding	**$20,519**	**$18,155**	**$15,694**	**$6,011**	**$3,253**	**$63,632**	**$39,145**	**$3,949**	**$106,726**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	11.77	14.37	15.37	15.37	0.00	14.37
Personnel Costs	0.0	791.2	955.8	1,062.4	1,105.0	0.0	1,149.1
Operating	0.0	137.3	755.9	1,439.6	1,401.4	0.0	1,443.5
Total Operating	**$0.0**	**$928.5**	**$1,711.7**	**$2,502.0**	**$2,506.4**	**$0.0**	**$2,592.6**
Debt Service: Bonds	3,048.1	4,543.2	5,649.2	6,502.3	6,909.9	3,048.1	7,291.3
Vehicle & Equipment Lease	0.0	10.1	24.4	33.4	33.4	0.0	28.6
Total Impact	**$3,048.1**	**$5,481.8**	**$7,385.3**	**$9,032.9**	**$9,444.9**	**$3,048.1**	**$9,912.5**

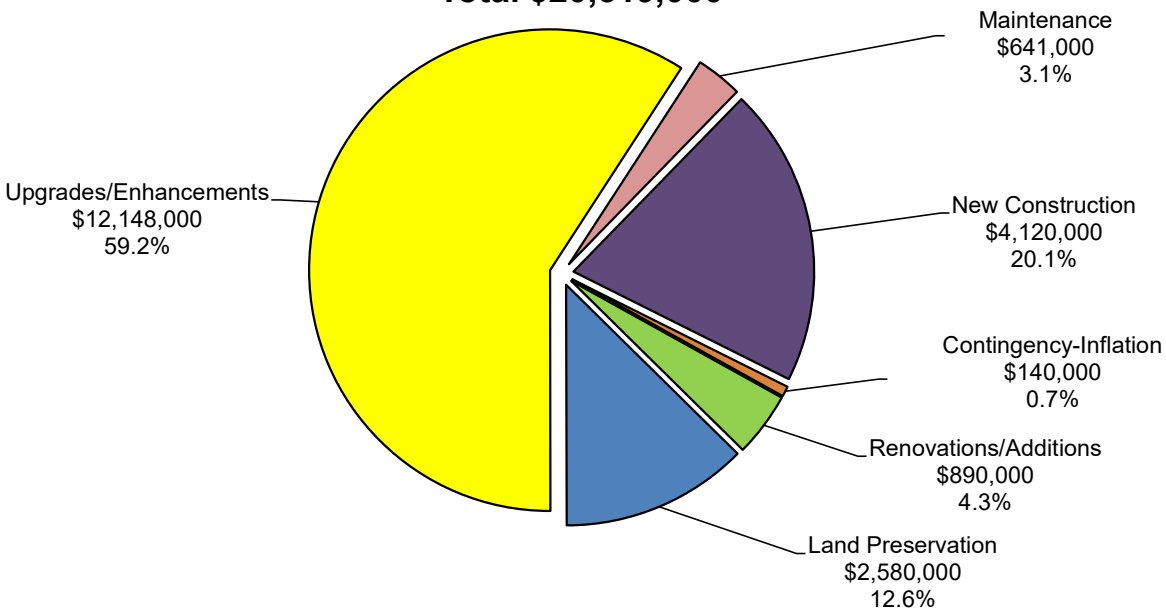
Projects with Future Operating Impacts:

PROJECT	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Beyond FY 2026	FTE
Generator Replacement Program	0.0	(1.1)	(2.3)	(3.5)	(4.8)	(4.9)	0.0
Animal Shelter	0.0	0.0	256.3	264.0	272.1	281.7	2.6
Radio Communications System Upgrade	0.0	0.0	493.7	503.5	513.6	529.0	0.0
Charles County VanGO Maintenance Facility	0.0	0.0	0.0	624.4	638.3	658.1	0.0
La Plata Library Relocation	0.0	0.0	0.0	113.9	50.4	51.9	0.0
Pinefield EMS Station	0.0	929.6	964.0	999.7	1,036.8	1,076.8	11.8
Subtotal	**0.0**	**928.5**	**1,711.7**	**2,502.0**	**2,506.4**	**2,592.6**	**14.4**
Vehicle & Equipment Lease	0.0	10.1	24.4	33.4	33.4	28.6	
Total Impact	**0.0**	**938.6**	**1,736.1**	**2,535.4**	**2,539.8**	**2,621.2**	**14.4**

FY22 General Government Financing Sources
Total $20,519,000

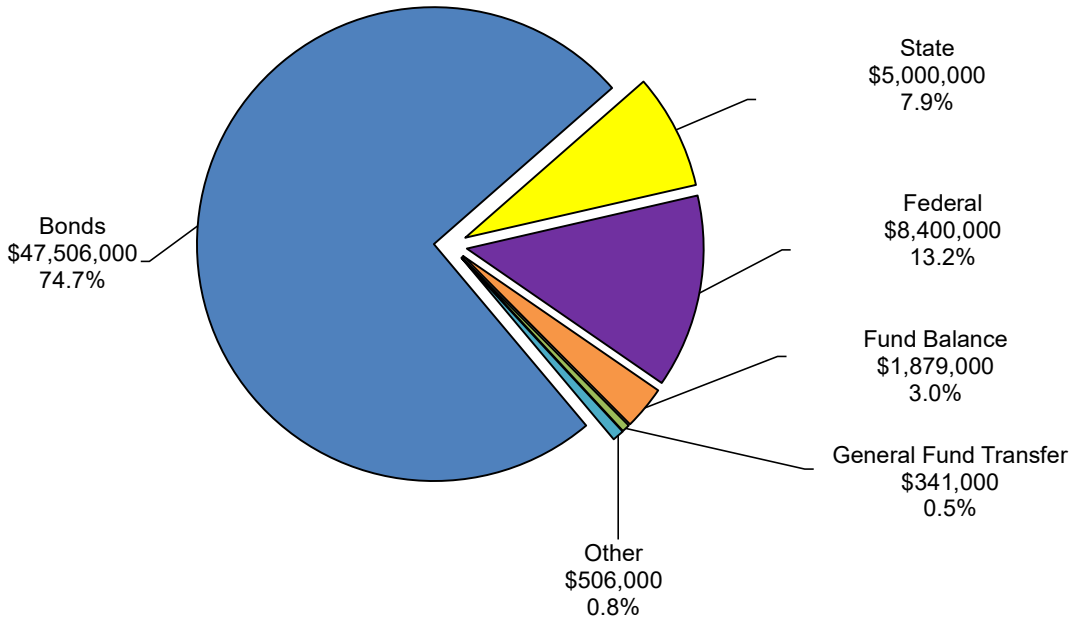


FY22 General Government by Project Type
Total $20,519,000

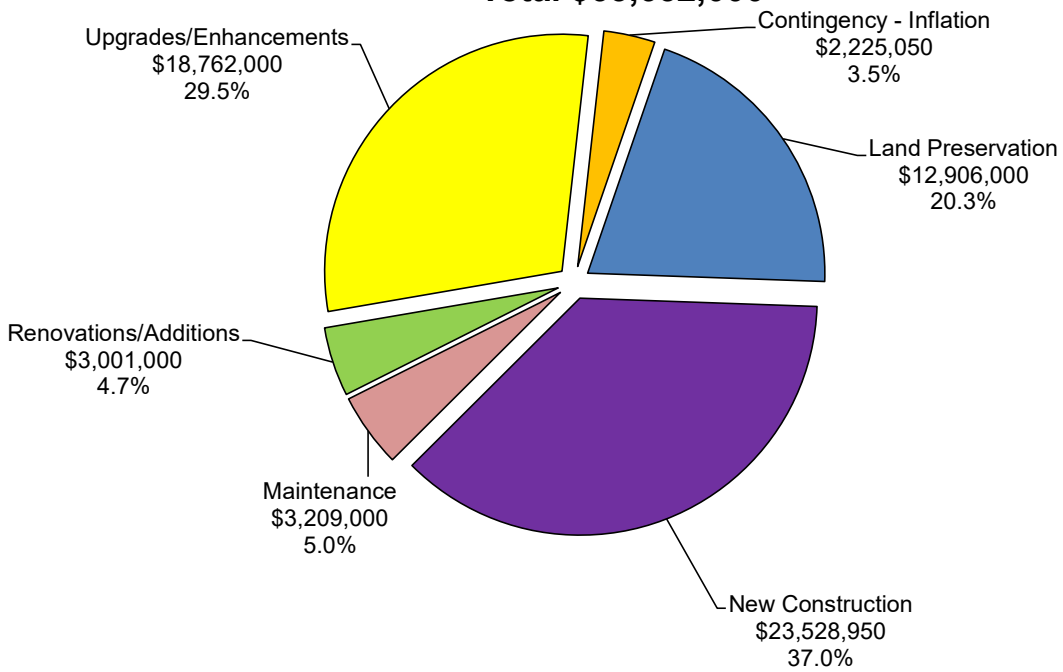


New Construction includes funding to replace the Animal Shelter, to begin the VanGo Maintenance Facility and for the Pinefield EMS Station. Various improvements for the Detention Center, Radio Communications System, Capital Clubhouse, Elite Gymnastics and Recreation Center, and for Generator Replacement at various facilities are listed under Upgrades/Enhancements. Included in Land Preservation is funding for the continuance of the Rural Legacy, Agricultural Preservation and Purchase of Development Rights programs. Renovations/Additions include various renovations to the Detention Center Annex Office Space.

FY22-FY26 General Government Financing Sources
Total $63,632,000



FY22-FY26 General Government by Project Type
Total $63,632,000



Upgrades/Enhancements includes funding to improve various County operated buildings, the Detention Center, Capital Clubhouse Improvements, Elite Gymnastics and Recreation Center Improvements and to upgrade the Radio Communications System for Emergency Services. New Construction includes La Plata Library Relocation, replacing the Animal Shelter, building a VanGO Maintenance Facility, and the Pinefield EMS Station. Included in Land Preservation is funding for the continuance of the Rural Legacy, Agricultural Preservation, and Purchase of Development Rights programs. These projects are aimed at protecting the County's rural areas and natural resources.

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2022
($ in thousands)

PROJECT NAME: **Requested By:** PGM
Rural Legacy Program **Project #:** 3286

This project will continue funding for an existing project allowing the purchase of conservation easements on productive farm and forest land within the Zekiah Watershed Rural Legacy Area. This funding is also used to leverage additional funding from the State.

Planning Commission Comments: Project is consistent with Comprehensive Plan. (Rating #1)
PRIORITY

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$0	$0	$0	$0	$0	$0	$0	$0	$0
Land & ROW	1,406	1,406	1,406	1,406	1,406	7,030	0	1,406	8,436
Construction	0	0	0	0	0	0	0	0	0
Equipment	0	0	0	0	0	0	0	0	0
Administration	3	3	3	3	3	15	0	0	15
Administration - FAS	5	5	5	6	6	27	0	6	33
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	0	0	0	0	0	0	0	0
Total Outlay	**$1,414**	**$1,414**	**$1,414**	**$1,415**	**$1,415**	**$7,072**	**$0**	**$1,412**	**$8,484**
FINANCING SOURCES									
Bonds	$414	$414	$414	$415	$415	$2,072	$0	$412	$2,484
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$414	$414	$414	$415	$415	$2,072	$0	$412	$2,484
Federal	0	0	0	0	0	0	0	0	0
State	1,000	1,000	1,000	1,000	1,000	5,000	0	1,000	6,000
Other: _____	0	0	0	0	0	0	0	0	0
Total Funding	**$1,414**	**$1,414**	**$1,414**	**$1,415**	**$1,415**	**$7,072**	**$0**	**$1,412**	**$8,484**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	0.0	36.8	74.0	111.2	148.5	222.9
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$0.0**	**$36.8**	**$74.0**	**$111.2**	**$148.5**	**$222.9**

LOCATION: **COMMISSIONER DISTRICT:**

Zekiah Watershed Rural Legacy Area which runs north to south through Charles County. The boundary is Md. State Route 6. 3 and 4

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2022
($ in thousands)

PROJECT NAME: **Requested By:** PGM
Agricultural Preservation **Project #:** 3287

This project will continue funding for an existing project allowing the purchase of conservation easements on productive farm and forest land. This funding is also used to leverage the additional funding from the State at a ratio of $1.00 of County funding for every $1.50 of state funding.

Planning Commission Comments: Project is consistent with Comprehensive Plan. (Rating #1)
PRIORITY

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$0	$0	$0	$0	$0	$0	$0	$0	$0
Land & ROW	500	500	500	500	500	2,500	0	500	3,000
Construction	0	0	0	0	0	0	0	0	0
Equipment	0	0	0	0	0	0	0	0	0
Administration	3	3	3	3	3	15	0	0	15
Administration - FAS	5	5	5	6	6	27	0	6	33
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	0	0	0	0	0	0	0	0
Total Outlay	**$508**	**$508**	**$508**	**$509**	**$509**	**$2,542**	**$0**	**$506**	**$3,048**
FINANCING SOURCES									
Bonds	$508	$508	$508	$509	$509	$2,542	$0	$506	$3,048
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$508	$508	$508	$509	$509	$2,542	$0	$506	$3,048
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: _____	0	0	0	0	0	0	0	0	0
Total Funding	**$508**	**$508**	**$508**	**$509**	**$509**	**$2,542**	**$0**	**$506**	**$3,048**
State will match $1.50 for every $1 of County funds:	*$758*	*$758*	*$758*	*$759*	*$759*	*$3,791*			

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	0.0	45.2	90.7	136.4	182.2	273.5
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$0.0**	**$45.2**	**$90.7**	**$136.4**	**$182.2**	**$273.5**

LOCATION: **COMMISSIONER DISTRICT:**
Primarily for agricultural and forestry lands with productive soils within rural areas of the County. 1, 2, 3, and 4

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2022
($ in thousands)

PROJECT NAME: **Requested By:** PGM
Purchase of Developments Rights (PDR) Program **Project #:** 3288

This Program would allow for the continued purchase of Transferrable Development Rights (TDR) and would create some stability to the County's TDR market. Funding this program has been a recommendation of several reports and studies, including the Report of the Charles County Rural Commission, the Assessment of the County's TDR Program, and the Land Preservation Parks and Recreation Plan.

Planning Commission Comments: Project is consistent with Comprehensive Plan. (Rating #1)
PRIORITY

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$0	$0	$0	$0	$0	$0	$0	$0	$0
Land & ROW	650	650	650	650	650	3,250	0	650	3,900
Construction	0	0	0	0	0	0	0	0	0
Equipment	0	0	0	0	0	0	0	0	0
Administration	3	3	3	3	3	15	0	0	15
Administration - FAS	5	5	5	6	6	27	0	6	33
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	0	0	0	0	0	0	0	0
Total Outlay	**$658**	**$658**	**$658**	**$659**	**$659**	**$3,292**	**$0**	**$656**	**$3,948**
FINANCING SOURCES									
Bonds	$658	$658	$658	$659	$659	$3,292	$0	$656	$3,948
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$658	$658	$658	$659	$659	$3,292	$0	$656	$3,948
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: _____	0	0	0	0	0	0	0	0	0
Total Funding	**$658**	**$658**	**$658**	**$659**	**$659**	**$3,292**	**$0**	**$656**	**$3,948**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	0.0	58.6	117.5	176.7	236.0	0.0	354.3
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$0.0**	**$58.6**	**$117.5**	**$176.7**	**$236.0**	**$0.0**	**$354.3**

LOCATION: **COMMISSIONER DISTRICT:**
Targeted to farm and forest lands in rural areas of Charles County. 1, 2, 3, and 4

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2022
($ in thousands)

PROJECT NAME: **Requested By:** DPW
Various Maintenance Projects **Project #:** 3289

Funding is necessary for various maintenance projects, such as, roof repairs, HVAC repairs/upgrades, gutters, soffits, windows and various renovation projects. This project would also allow a funding mechanism for items that suffer catastrophic failures, such as, boilers, compressors and other major equipment that is not funded in the operating budget.

Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent. (Rating #2)

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$0	$0	$0	$0	$0	$0	$0	$0	$0
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	394	394	394	394	394	1,970	0	394	2,364
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	0	0	0	0	0	0	0
Administration - FAS	5	5	5	6	6	27	0	6	33
Inspection	40	40	40	40	40	200	0	40	240
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	0	0	0	0	0	0	0	0
Total Outlay	**$439**	**$439**	**$439**	**$440**	**$440**	**$2,197**	**$0**	**$440**	**$2,637**
FINANCING SOURCES									
Bonds	$439	$439	$439	$440	$440	$2,197	$0	$440	$2,637
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$439	$439	$439	$440	$440	$2,197	$0	$440	$2,637
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: _____	0	0	0	0	0	0	0	0	0
Total Funding	**$439**	**$439**	**$439**	**$440**	**$440**	**$2,197**	**$0**	**$440**	**$2,637**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	0.0	39.1	78.4	117.9	157.5	236.6
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$0.0**	**$39.1**	**$78.4**	**$117.9**	**$157.5**	**$236.6**

LOCATION: **COMMISSIONER DISTRICT:**
Various County Facilities Various

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2022
($ in thousands)

PROJECT NAME: **Requested By:** **DPW**

Generator Replacement Program **Project #:** **3208**

Replace aging generators at various facilities that have exceeded their life cycle, have high repairs costs and/or are deemed unreliable.

Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent. (Rating #2)

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total 15-'19	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$0	$0	$0	$0	$0	$0	$0	$0	$0
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	100	0	0	0	0	100	408	0	508
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	0	0	0	0	3	0	3
Administration - FAS	5	0	0	0	0	5	12	0	17
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	10	0	0	0	0	10	50	0	60
Total Outlay	**$115**	**$0**	**$0**	**$0**	**$0**	**$115**	**$473**	**$0**	**$588**
FINANCING SOURCES									
Bonds	$115	$0	$0	$0	$0	$115	$360	$0	$475
Fund Balance Appropriation	0	0	0	0	0	0	113	0	113
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$115	$0	$0	$0	$0	$115	$473	$0	$588
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: _____	0	0	0	0	0	0	0	0	0
Total Funding	**$115**	**$0**	**$0**	**$0**	**$0**	**$115**	**$473**	**$0**	**$588**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	(1.1)	(2.3)	(3.5)	(4.8)	0.0	(4.9)
Total Operating	**$0.0**	**($1.1)**	**($2.3)**	**($3.5)**	**($4.8)**	**$0.0**	**($4.9)**
Debt Service: Bonds	32.4	42.6	42.6	42.6	42.6	32.4	42.6
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$32.4**	**$41.5**	**$40.3**	**$39.1**	**$37.8**	**$32.4**	**$37.7**

LOCATION: **COMMISSIONER DISTRICT:**

Various County facilities Various

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2022
($ in thousands)

PROJECT NAME: **Requested By:** DPW
Detention Center Pump Station Rehabilitations **Project #:** 3226

The existing pump stations are aged and in need of rehabilitation. In addition, the pump stations experience heavy debris that causes routine cleaning and de-ragging of pumps. This project will evaluate the pump stations and implement the necessary improvements for system performance and reliability.

Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent. (Rating #2)

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$20	$45	$0	$0	$0	$65	$195	$0	$260
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	340	0	0	0	340	510	0	850
Equipment	0	0	0	0	0	0	0	0	0
Administration	45	30	0	0	0	75	7	0	82
Administration - FAS	5	5	0	0	0	10	9	0	19
Inspection	0	95	0	0	0	95	95	0	190
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	34	0	0	0	34	52	0	86
Total Outlay	**$70**	**$549**	**$0**	**$0**	**$0**	**$619**	**$867**	**$0**	**$1,486**
FINANCING SOURCES									
Bonds	$70	$549	$0	$0	$0	$619	$867	$0	$1,486
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$70	$549	$0	$0	$0	$619	$867	$0	$1,486
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: _____	0	0	0	0	0	0	0	0	0
Total Funding	**$70**	**$549**	**$0**	**$0**	**$0**	**$619**	**$867**	**$0**	**$1,486**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	78.0	84.2	133.4	133.4	133.4	78.0	133.4
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$78.0**	**$84.2**	**$133.4**	**$133.4**	**$133.4**	**$78.0**	**$133.4**

LOCATION: **COMMISSIONER DISTRICT:**
Charles County Detention Center 1

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2022
($ in thousands)

PROJECT NAME: **Requested By:** DPW
Charles County Animal Shelter **Project #:** 3245

A feasibility study was commissioned to evaluate various options for an animal shelter that would serve only Charles County, and to develop facility requirements based on program needs. The study findings resulted in a recommendation for a new facility consisting of 18,400 square feet. A site that is currently owned by the County has been selected for the new facility.

Planning Commission Comments: Project is consistent with Comprehensive Plan. (Rating #1)
PRIORITY

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$90	$0	$0	$0	$0	$90	$546	$0	$636
Land & ROW	0	0	0	0	0	0	100	0	100
Construction	1,802	1,912	0	0	0	3,714	6,945	0	10,659
Equipment	0	36	0	0	0	36	692	0	728
Administration	90	0	0	0	0	90	370	0	460
Administration - FAS	5	5	0	0	0	10	12	0	22
Inspection	63	0	0	0	0	63	241	0	304
Miscellaneous	31	0	0	0	0	31	59	0	90
Contingency	180	35	0	0	0	215	646	0	861
Total Outlay	**$2,261**	**$1,988**	**$0**	**$0**	**$0**	**$4,249**	**$9,611**	**$0**	**$13,860**
FINANCING SOURCES									
Bonds	$2,261	$1,988	$0	$0	$0	$4,249	$9,611	$0	$13,860
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$2,261	$1,988	$0	$0	$0	$4,249	$9,611	$0	$13,860
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: _____	0	0	0	0	0	0	0	0	0
Total Funding	**$2,261**	**$1,988**	**$0**	**$0**	**$0**	**$4,249**	**$9,611**	**$0**	**$13,860**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	2.60	2.60	2.60	0.00	2.60
Personnel Costs	0.0	0.0	133.0	138.3	143.9	0.0	149.6
Operating	0.0	0.0	123.3	125.7	128.2	0.0	132.1
Total Operating	**$0.0**	**$0.0**	**$256.3**	**$264.0**	**$272.1**	**$0.0**	**$281.7**
Debt Service: Bonds	864.4	1,065.6	1,243.8	1,243.8	1,243.8	864.4	1,243.8
Vehicle & Equipment Lease	0.0	0.0	4.2	8.4	8.4	0.0	8.4
Total Impact	**$864.4**	**$1,065.6**	**$1,504.3**	**$1,516.2**	**$1,524.3**	**$864.4**	**$1,533.9**

LOCATION: **COMMISSIONER DISTRICT:**
Piney Church Road, Waldorf, Maryland 4

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2022
($ in thousands)

PROJECT NAME: **Requested By:** **DES**

Radio Communications System Upgrade **Project #:** **3220**

This project will replace the County's technically obsolescent Motorola 4.1 800 MHz Smartzone radio system with an industry-standard P25 platform. The County replaced 80% of the critical portable and mobile radios by Sept 2015. The infrastructure and the remaining 20% of subscribers must be replaced.

Deficiencies: Obsolescence, Radio Coverage, Channel Capacity

Since this project was initially forecasted to CIP in FY15, the County secured the expertise of a public safety communications consultant firm and their recently completed Assessment identified more significant deficiencies in performance than those which were known in 2014 (see Altairis Assessment Report Sept 2017).

Critical Technical Support has dwindled. Motorola can no longer guarantee technical support or restoration response times for this critical communication system and the current maintenance and support contract has assigned Charles County to their “Best Efforts” support. This includes parts, technical expertise on outdated software and firmware, as well as our 24 x 7 x 365 network monitoring service. Nearly all of the critical components of the system are no longer supported and our service provider has to search with third party vendors such as eBay to attempt to find replacements.

Significant radio coverage complaints were revealed during critical user surveys and interviews. The Assessment revealed significant coverage deficiencies in several areas of the County (Benedict, Port Tobacco Valley, Marshall Hall, Bryans Road, Maryland Point, Waldorf) including the identification of 365 critical buildings, 108 of which are designated Critical 1 Buildings that require mandatory 95% coverage throughout.

Additionally, the County suffers from insufficient channel capacity issues due to the increased number of radio system users (more than 2,000) and their operational requirements. Adding more frequencies and/or moving to a spectrum efficient (TDMA) technology to correct our capacity issues is also not possible with the current system.

Enhancements: Interoperability, Mobile Data and Encryption

A P25 radio system would allow the County to improve our interoperability with regional partners. Replacing the portables and mobiles resolved a significant portion of the past interoperability deficiencies by allowing direct and instant communications with adjacent and neighboring agencies that have replaced their systems, the most significant being Fairfax, St. Mary’s, Calvert and the State of Maryland.

The P25 radio system will allow such mobile data services such as location for emergency personnel (APL/AVL/GPS) which will identify the position of personnel and emergency apparatus, wireless subscriber programming (Over-the-Air-Programming) which eliminates the costly need to manually re-program radios in the field which in turn disrupts the day-to-day operations of our public safety personnel, wireless subscriber re-keying (Over-the-Air-Rekeying) which allows remote reprogramming of encryption keys for instant changes to communications security.

While the new subscriber radios will now allow County users to operate on the most current encryption technology on other agency systems when supporting them in a mutual aid mode, the County does not have this capability when operating within County borders.

Upgrading the Public Safety radio system directly impacts the safety and security of the County's citizens, visitors, and first responders.

Planning Commission Comments: Project is consistent with Comprehensive Plan. (Rating #1)

PRIORITY

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	5,750	1,100	0	0	0	$6,850	$3,872	$0	$10,722
Land & ROW	0	0	0	0	0	0	200	0	200
Construction	1,750	1,122	0	0	0	2,872	5,200	0	8,072
Equipment	600	1,600	0	0	0	2,200	9,660	0	11,860
Administration	0	0	0	0	0	0	0	0	0
Administration - FAS	5	5	0	0	0	10	15	0	25
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	2,500	700	0	0	0	3,200	600	0	3,800
Total Outlay	**$10,605**	**$4,527**	**$0**	**$0**	**$0**	**$15,132**	**$19,547**	**$0**	**$34,679**
FINANCING SOURCES									
Bonds	$8,726	$4,527	$0	$0	$0	$13,253	$16,442	$0	$29,695
Fund Balance Appropriation	1,879	0	0	0	0	1,879	3,105	0	4,984
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$10,605	$4,527	$0	$0	$0	$15,132	$19,547	$0	$34,679
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: _____	0	0	0	0	0	0	0	0	0
Total Funding	**$10,605**	**$4,527**	**$0**	**$0**	**$0**	**$15,132**	**$19,547**	**$0**	**$34,679**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	493.7	503.5	513.6	0.0	529.0
Total Operating	**$0.0**	**$0.0**	**$493.7**	**$503.5**	**$513.6**	**$0.0**	**$529.0**
Debt Service: Bonds	1,478.8	2,255.4	2,661.2	2,661.2	2,661.2	1,478.8	2,661.2
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$1,478.8**	**$2,255.4**	**$3,154.9**	**$3,164.7**	**$3,174.8**	**$1,478.8**	**$3,190.2**

LOCATION: **COMMISSIONER DISTRICT:**

N/A Various

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2022
($ in thousands)

PROJECT NAME: **Requested By:** **DPW**

Charles County VanGO Maintenance Facility **Project #:** **3267**

Design and construct a 180,000 s.f. Maintenance and Operations Facility for the VanGO Bus Program. The facility will house 50 buses and provide approximately 20,000 s.f. of administration, operations, and maintenance services, and 82,000 s.f. commuter bus parking spaces.

Planning Commission Comments: Project is consistent with Comprehensive Plan. (Rating #1)
PRIORITY

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$0	$250	$250	$0	$0	$500	$1,000	$0	$1,500
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	750	4,500	3,750	0	0	9,000	0	0	9,000
Equipment	0	0	937	0	0	937	0	0	937
Administration	20	120	100	0	0	240	44	0	284
Administration - FAS	5	5	5	0	0	15	6	0	21
Inspection	20	120	100	0	0	240	0	0	240
Miscellaneous	5	25	20	0	0	50	0	0	50
Contingency	75	350	250	0	0	675	0	0	675
Total Outlay	**$875**	**$5,370**	**$5,412**	**$0**	**$0**	**$11,657**	**$1,050**	**$0**	**$12,707**
FINANCING SOURCES									
Bonds	$275	$1,170	$1,812	$0	$0	$3,257	$200	$0	$3,457
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$275	$1,170	$1,812	$0	$0	$3,257	$200	$0	$3,457
Federal	600	4,200	3,600	0	0	8,400	800	0	9,200
State	0	0	0	0	0	0	50	0	50
Other: _____	0	0	0	0	0	0	0	0	0
Total Funding	**$875**	**$5,370**	**$5,412**	**$0**	**$0**	**$11,657**	**$1,050**	**$0**	**$12,707**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	1.00	1.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	68.4	71.2	0.0	74.0
Operating	0.0	0.0	0.0	556.0	567.1	0.0	584.1
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$624.4**	**$638.3**	**$0.0**	**$658.1**
Debt Service: Bonds	18.0	42.5	147.3	310.3	310.3	18.0	310.3
Vehicle & Equipment Lease	0.0	0.0	0.0	4.8	4.8	0.0	0.0
Total Impact	**$18.0**	**$42.5**	**$147.3**	**$934.7**	**$948.6**	**$18.0**	**$968.4**

LOCATION: **COMMISSIONER DISTRICT:**

Piney Church Road, Waldorf, Maryland 1

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2022
($ in thousands)

PROJECT NAME: **Requested By:** DPW
La Plata Library Relocation **Project #:** 3242

The current La Plata Library was built in 1967 and is located on Route 6 in La Plata adjacent to UM Charles Regional Medical Center (formerly Civista). It contains 12,889 square feet used as a library and an additional 3,158 square feet of basement/mechanical storage room space. The Library sits on 1.507 acres and is located within the Town of La Plata. The new library could serve as a catalyst for future pedestrian oriented mixed use development in the Town Center.

The building will be approximately 28,000 sq. ft. and will be LEED Certified.

Planning Commission Comments: Project is consistent with Comprehensive Plan. (Rating #1)

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$0	$0	$0	$0	$0	$0	$648	$0	$648
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	3,577	391	0	3,968	3,860	0	7,828
Equipment	0	0	1,266	0	0	1,266	0	0	1,266
Administration	0	0	100	0	0	100	200	0	300
Administration - FAS	0	0	5	5	0	10	9	0	19
Inspection	0	0	20	0	0	20	129	0	149
Miscellaneous	0	0	0	0	0	0	20	0	20
Contingency	0	0	292	0	0	292	452	0	744
Total Outlay	**$0**	**$0**	**$5,260**	**$396**	**$0**	**$5,656**	**$5,318**	**$0**	**$10,974**
FINANCING SOURCES									
Bonds	$0	$0	$4,919	$396	$0	$5,315	$4,818	$0	$10,133
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	341	0	0	341	0	0	341
Total County Funding	$0	$0	$5,260	$396	$0	$5,656	$4,818	$0	$10,474
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: _____	0	0	0	0	0	0	500	0	500
Total Funding	**$0**	**$0**	**$5,260**	**$396**	**$0**	**$5,656**	**$5,318**	**$0**	**$10,974**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	113.9	50.4	0.0	51.9
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$113.9**	**$50.4**	**$0.0**	**$51.9**
Debt Service: Bonds	433.3	433.3	433.3	875.8	911.4	433.3	911.4
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$433.3**	**$433.3**	**$433.3**	**$989.7**	**$961.8**	**$433.3**	**$963.3**

LOCATION: **COMMISSIONER DISTRICT:**
LaPlata, MD 1

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2022
($ in thousands)

PROJECT NAME:
Blue Crabs Stadium Maintenance

Requested By: DPW
Project #: 3290

To provide funding for maintenance of Blue Crabs Stadium including, but not limited to, the repair or replacement of all major structures, systems (including mechanical, electrical and those related to utilities such as, but not limited to, HVAC, water, sewer, gas and electrical) and capital improvements when needed or required.

Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent. (Rating #2)

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$10	$10	$10	$10	$10	$50	$0	$10	$60
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	175	175	175	175	175	875	0	175	1,050
Equipment	0	0	0	0	0	0	0	0	0
Administration	7	7	7	7	7	35	0	7	42
Administration - FAS	5	5	5	6	6	27	0	6	33
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	5	5	5	5	5	25	0	5	30
Total Outlay	**$202**	**$202**	**$202**	**$203**	**$203**	**$1,012**	**$0**	**$203**	**$1,215**
FINANCING SOURCES									
Bonds	$101	$101	$101	$102	$102	$506	$0	$102	$608
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$101	$101	$101	$102	$102	$506	$0	$102	$608
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: _____	101	101	101	102	102	506	0	102	608
Total Funding	**$202**	**$202**	**$202**	**$203**	**$203**	**$1,012**	**$0**	**$203**	**$1,215**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	0.0	9.0	18.0	27.1	36.3	0.0	54.5
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$0.0**	**$9.0**	**$18.0**	**$27.1**	**$36.3**	**$0.0**	**$54.5**

LOCATION:
Blue Crabs Stadium

COMMISSIONER DISTRICT:
4

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2022
($ in thousands)

PROJECT NAME: **Requested By:** DPW
Charles County Detention Center Annex Office Space Renovations **Project #:** 3278

Renovate the existing Detention Center Annex facility to convert approximately 7,200 square feet (@ $175/s.f.) into office space for 13 staff members, as well as provide a large squad room, and a kitchenette with full size refrigerator and cabinetry. The space to be renovated in a manner that can easily be transitioned back into detention facility program space.

Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent. (Rating #2)

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$0	$0	$0	$0	$0	$0	$80	$0	$80
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	630	0	0	0	0	630	630	0	1,260
Equipment	30	0	0	0	0	30	0	0	30
Administration	47	0	0	0	0	47	54	0	101
Administration - FAS	5	0	0	0	0	5	3	0	8
Inspection	110	0	0	0	0	110	110	0	220
Miscellaneous	5	0	0	0	0	5	5	0	10
Contingency	63	0	0	0	0	63	70	0	133
Total Outlay	**$890**	**$0**	**$0**	**$0**	**$0**	**$890**	**$952**	**$0**	**$1,842**
FINANCING SOURCES									
Bonds	$890	$0	$0	$0	$0	$890	$952	$0	$1,842
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$890	$0	$0	$0	$0	$890	$952	$0	$1,842
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: _____	0	0	0	0	0	0	0	0	0
Total Funding	**$890**	**$0**	**$0**	**$0**	**$0**	**$890**	**$952**	**$0**	**$1,842**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	85.6	164.8	164.8	164.8	164.8	85.6	164.8
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$85.6**	**$164.8**	**$164.8**	**$164.8**	**$164.8**	**$85.6**	**$164.8**

LOCATION: **COMMISSIONER DISTRICT:**
La Plata, MD 1

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2022
($ in thousands)

PROJECT NAME:
Pinefield EMS Station

Requested By: DPW
Project #: 3279

Design and construct a 6,400 s.f. (250/s.f.) facility in the ***Waldorf/Pinefield area*** to include site improvements, 3 parking bays @ 30' x 40' = 3,600 s.f., 400 s.f. office area , 400 s.f. lounge area, 400 s.f. kitchen area, 2 (ea.) 400 s.f. bathroom./shower areas, 800 s.f. bunk room areas, and a 400 s.f. storage area.

Planning Commission Comments: Project is consistent with Comprehensive Plan. (Rating #1)
PRIORITY

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$0	$0	$0	$0	$0	$0	$228	$0	$228
Land & ROW	0	0	0	0	0	0	350	0	350
Construction	800	800	0	0	0	1,600	0	0	1,600
Equipment	0	0	0	0	0	0	0	0	0
Administration	56	56	0	0	0	112	40	0	152
Administration - FAS	5	5	0	0	0	10	3	0	13
Inspection	40	40	0	0	0	80	0	0	80
Miscellaneous	3	2	0	0	0	5	14	0	19
Contingency	80	80	0	0	0	160	5	0	165
Total Outlay	**$984**	**$983**	**$0**	**$0**	**$0**	**$1,967**	**$640**	**$0**	**$2,607**
FINANCING SOURCES									
Bonds	$984	$983	$0	$0	$0	$1,967	$640	$0	$2,607
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$984	$983	$0	$0	$0	$1,967	$640	$0	$2,607
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: _____	0	0	0	0	0	0	0	0	0
Total Funding	**$984**	**$983**	**$0**	**$0**	**$0**	**$1,967**	**$640**	**$0**	**$2,607**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	11.77	11.77	11.77	11.77	0.00	11.77
Personnel Costs	0.0	791.2	822.8	855.7	889.9	0.0	925.5
Operating	0.0	138.4	141.2	144.0	146.9	0.0	151.3
Total Operating	**$0.0**	**$929.6**	**$964.0**	**$999.7**	**$1,036.8**	**$0.0**	**$1,076.8**
Debt Service: Bonds	57.6	145.1	233.2	233.2	233.2	57.6	233.2
Vehicle & Equipment Lease	0.0	10.1	20.2	20.2	20.2	0.0	20.2
Total Impact	**$57.6**	**$1,084.8**	**$1,217.4**	**$1,253.1**	**$1,290.2**	**$57.6**	**$1,330.2**

LOCATION:
Waldorf, MD

COMMISSIONER DISTRICT:
3

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2022
($ in thousands)

PROJECT NAME: **Requested By:** DPW
Elite Gymnastic Center Water Infiltration Remediation **Project #:** 3284

To perform a conditions assessment to determine the exact nature and extent of the water infiltration into the facility. Once this is done, work will be done to make necessary repairs.

Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent. (Rating #2)

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$40	$0	$0	$0	$0	$40	$39	$0	$79
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	423	0	0	0	0	423	0	0	423
Equipment	0	0	0	0	0	0	0	0	0
Administration	35	0	0	0	0	35	0	0	35
Administration - FAS	5	0	0	0	0	5	3	0	8
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	9	0	0	0	0	9	0	0	9
Contingency	43	0	0	0	0	43	0	0	43
Total Outlay	**$555**	**$0**	**$0**	**$0**	**$0**	**$555**	**$42**	**$0**	**$597**
FINANCING SOURCES									
Bonds	$555	$0	$0	$0	$0	$555	$0	$0	$555
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	42	0	42
Total County Funding	$555	$0	$0	$0	$0	$555	$42	$0	$597
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: _____	0	0	0	0	0	0	0	0	0
Total Funding	**$555**	**$0**	**$0**	**$0**	**$0**	**$555**	**$42**	**$0**	**$597**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	0.0	49.4	49.4	49.4	49.4	0.0	49.4
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$0.0**	**$49.4**	**$49.4**	**$49.4**	**$49.4**	**$0.0**	**$49.4**

LOCATION: **COMMISSIONER DISTRICT:**
Waldorf, MD 3

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2022
($ in thousands)

PROJECT NAME: **Requested By:** DPW
La Plata Library Renovation **Project #:**

The current La Plata Library was built in 1967 and is located on Route 6 in La Plata adjacent to UM Charles Regional Medical Center (formerly Civista). It contains 12,889 square feet used as a library and an additional 3,158 square feet of basement/mechanical storage room space. The Library sits on 1.507 acres and is located within the Town of La Plata. Library operations are slated to be relocated to a new facility that is currently under development. Once vacated, renovation of this facility is warranted to repurpose it for office space. Renovation scope to include non-structural interior modifications, building exterior, sitework, parking lot modifications, and building code/update modifications.

Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent. (Rating #2)

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$0	$80	$0	$0	$0	$80	$0	$0	$80
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	0	1,595	0	1,595	0	0	1,595
Equipment	0	0	0	250	0	250	0	0	250
Administration	0	10	0	24	0	34	0	0	34
Administration - FAS	0	5	0	6	0	11	0	0	11
Inspection	0	0	0	40	0	40	0	0	40
Miscellaneous	0	5	0	12	0	17	0	0	17
Contingency	0	0	0	84	0	84	0	0	84
Total Outlay	**$0**	**$100**	**$0**	**$2,011**	**$0**	**$2,111**	**$0**	**$0**	**$2,111**
FINANCING SOURCES									
Bonds	$0	$100	$0	$2,011	$0	$2,111	$0	$0	$2,111
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$0	$100	$0	$2,011	$0	$2,111	$0	$0	$2,111
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: _____	0	0	0	0	0	0	0	0	0
Total Funding	**$0**	**$100**	**$0**	**$2,011**	**$0**	**$2,111**	**$0**	**$0**	**$2,111**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	0.0	0.0	9.0	9.0	189.8	0.0	189.8
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$0.0**	**$0.0**	**$9.0**	**$9.0**	**$189.8**	**$0.0**	**$189.8**

LOCATION: **COMMISSIONER DISTRICT:**
La Plata, MD 1

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2022
($ in thousands)

PROJECT NAME: **Requested By:** DPW
Capital Clubhouse HVAC Replacement **Project #:** 3269

The Capital Clubhouse was constructed in 2006 and is currently operating with most of the original life safety and other equipment. Several components of the HVAC system has reached its serviceable life and needs replacement. The following HVAC components (in priority order) are slated for replacement:
Phase 1 - Dehumidification AHU ($470K); Evaporative Cooler ($80K); Bldg. Automation & Lighting Integration ($30K)
Phase 2 - Variant Refrigerant Flow (VRF) System 5 @ $83K ea. ($465K); CU-3 for upstairs gym ($133K)
Phase 3 - Rooftop unit ($114k); Split System heat pump ($25K)

Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent. (Rating #2)

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$7	$10	$3	$0	$0	$20	$50	$0	$70
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	296	382	139	0	0	817	500	0	1,317
Equipment	0	0	0	0	0	0	0	0	0
Administration	15	19	7	0	0	41	21	0	62
Administration - FAS	4	5	5	0	0	14	0	0	14
Inspection	1	4	1	0	0	6	26	0	32
Miscellaneous	1	4	1	0	0	6	0	0	6
Contingency	0	0	0	0	0	0	49	0	49
Total Outlay	**$324**	**$424**	**$156**	**$0**	**$0**	**$904**	**$646**	**$0**	**$1,550**
FINANCING SOURCES									
Bonds	$324	$424	$156	$0	$0	$904	$0	$0	$904
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	646	0	646
Total County Funding	$324	$424	$156	$0	$0	$904	$646	$0	$1,550
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: _____	0	0	0	0	0	0	0	0	0
Total Funding	**$324**	**$424**	**$156**	**$0**	**$0**	**$904**	**$646**	**$0**	**$1,550**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	0.0	28.8	66.8	80.9	80.9	0.0	80.9
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$0.0**	**$28.8**	**$66.8**	**$80.9**	**$80.9**	**$0.0**	**$80.9**

LOCATION: **COMMISSIONER DISTRICT:**
Waldorf, MD 3

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2022
($ in thousands)

PROJECT NAME: **Requested By:** **DPW**
Fueling Site Improvements **Project #:** **3291**

Fueling Site Improvements project is to remove underground fuel storage tanks and product dispensers for DPW Vehicle Maintenance, Sheriffs District 1, and Mattawoman Waste water Treatment Plant locations to include installation of new above ground storage tanks new fuel dispensers and transfer pumps.

Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent. (Rating #2)

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$0	$0	$0	$0	$0	$0	$0	$0	$0
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	474	474	474	0	0	1,422	0	0	1,422
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	0	0	0	0	0	0	0
Administration - FAS	5	5	5	0	0	15	0	0	15
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	0	0	0	0	0	0	0	0
Total Outlay	**$479**	**$479**	**$479**	**$0**	**$0**	**$1,437**	**$0**	**$0**	**$1,437**
FINANCING SOURCES									
Bonds	$479	$479	$479	$0	$0	$1,437	$0	$0	$1,437
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$479	$479	$479	$0	$0	$1,437	$0	$0	$1,437
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: _____	0	0	0	0	0	0	0	0	0
Total Funding	**$479**	**$479**	**$479**	**$0**	**$0**	**$1,437**	**$0**	**$0**	**$1,437**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	0.0	42.6	85.6	128.6	128.6	0.0	128.6
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$0.0**	**$42.6**	**$85.6**	**$128.6**	**$128.6**	**$0.0**	**$128.6**

LOCATION: **COMMISSIONER DISTRICT:**
Various Various

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2022

($ in thousands)

PARKS SUMMARY

The County owns and operates over thirty parks, located throughout the county, for public use. In conjunction with land use plans and a growing population, the County plans for and constructs with State aid from Program Open Space (POS), new park facilities and expansion of existing parks.

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$323	$5	$5	$5	$5	$343	$234	$6	$583
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	3,064	4,118	1,606	499	53	9,340	159	65	9,564
Equipment	19	0	0	0	0	19	0	0	19
Administration	23	39	58	70	3	193	22	4	219
Administration - FAS	40	33	21	19	12	125	13	15	153
Inspection	18	18	5	5	5	51	15	6	72
Miscellaneous	341	328	315	304	265	1,553	19	340	1,912
Contingency	42	159	61	51	6	319	34	7	360
Total Outlay	**$3,870**	**$4,700**	**$2,071**	**$953**	**$349**	**$11,943**	**$496**	**$443**	**$12,882**
FINANCING SOURCES									
Bonds	$1,153	$2,478	$1,356	$336	$83	$5,406	$323	$177	$5,906
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer General Fund	1,068	265	265	266	266	2,130	0	266	2,396
Total County Funding	$2,221	$2,743	$1,621	$602	$349	$7,536	$323	$443	$8,302
Federal	0	0	0	0	0	0	0	0	0
State	1,649	1,957	450	351	0	4,407	173	0	4,580
Other: _____	0	0	0	0	0	0	0	0	0
Total Funding	**$3,870**	**$4,700**	**$2,071**	**$953**	**$349**	**$11,943**	**$496**	**$443**	**$12,882**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	3.96	3.82	3.82	3.82	0.00	3.82
Personnel Costs	0.0	216.6	221.9	227.1	236.3	0.0	245.7
Operating	0.0	56.3	50.6	44.8	45.7	0.0	47.0
Total Operating	**$0.0**	**$272.9**	**$272.5**	**$271.9**	**$282.0**	**$0.0**	**$292.7**
Debt Service: Bonds	22.8	118.0	320.1	435.2	458.8	22.8	473.7
Vehicle & Equipment Lease	0.0	25.0	50.1	50.1	50.1	0.0	50.1
Total Impact	**$22.8**	**$415.9**	**$642.7**	**$757.2**	**$790.9**	**$22.8**	**$816.5**

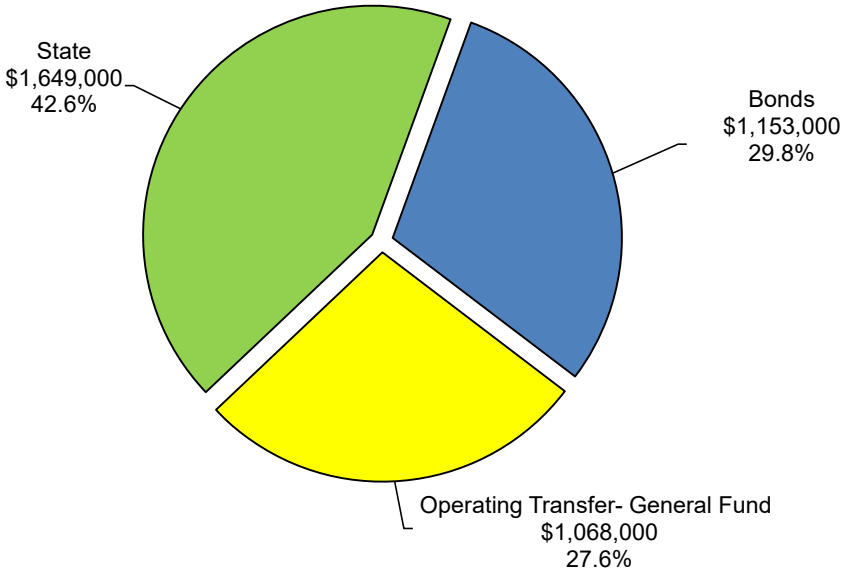
Projects with Future Operating Impacts:

PROJECT	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Beyond FY 2026	FTE
Waldorf Park Development, Phase I	$0.0	$272.9	$282.7	$292.9	$303.5	$314.9	3.96
Synthetic Turf Fields	0.0	0.0	(10.2)	(21.0)	(21.5)	($22.2)	0.00
Vehicle & Equipment Lease	0.0	25.0	50.1	50.1	50.1	50.1	
Total	**$0.0**	**$297.9**	**$322.6**	**$322.0**	**$332.1**	**$342.8**	**3.96**

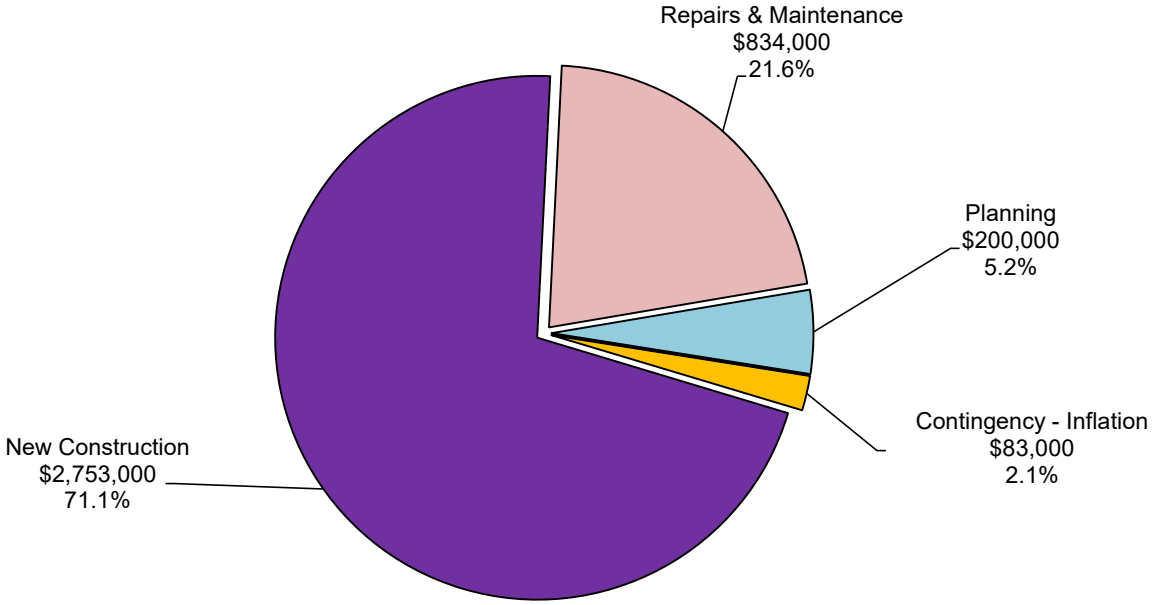
STATE-PROGRAM OPEN SPACE: ($ in '000's)

PROJECT	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	'22-'26
Popes Creek Waterfront Ph II	$63	$459	$450	$351	$0	$1,323
Waldorf Park Development, Phase I	1,500	0	0	0	0	1,500
Waldorf Park Development, Phase II	0	1,498	0	0	0	1,498
La Plata Farm Park Development, Phase I	86	0	0	0	0	86
Total	**$1,649**	**$1,957**	**$450**	**$351**	**$0**	**$4,407**

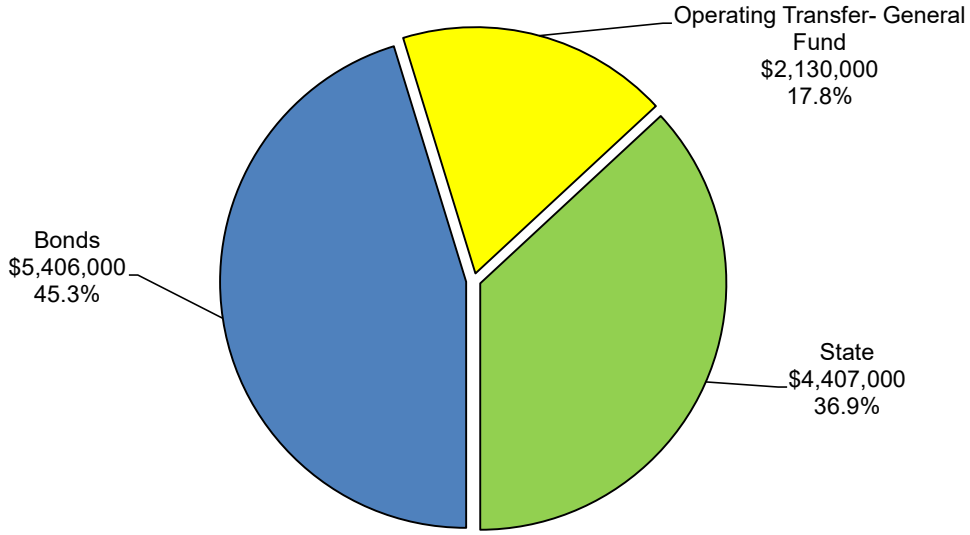
FY22 Parks Financing Sources
Total $3,870,000



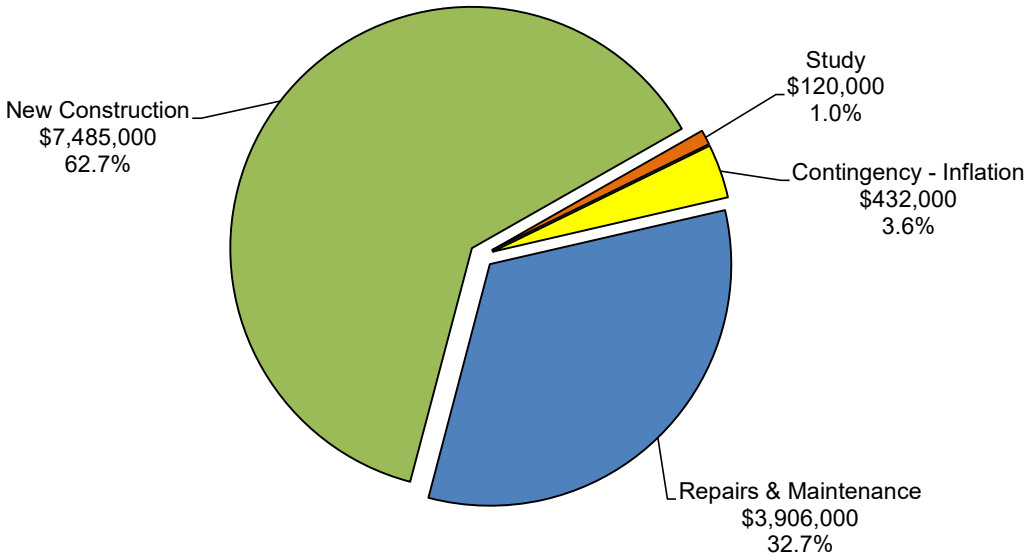
FY22 Parks by Project
Total $3,870,000



FY22-FY26 Parks Financing Sources
Total $11,943,000



FY22-FY26 Parks by Project Type
Total $11,943,000



New construction includes funds for the Various Pedestrian and Bicycle Facilities, the Waldorf Park Development, the Smallwood Drive Shared Use Path and the Popes Creek Waterfront . Funds are also provided for the La Plata Farm Park Master Plan and the La Plata Farm Park Development. Repairs & Maintenance includes funding for minor repairs at various parks, Mallows Bay Restrooms and Synthetic Turf Fields.

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2022

($ in thousands)

PROJECT NAME: **Requested By:** RPT
Park Repair & Maintenance Projects **Project #:** 4132

Ongoing renovation and improvement of community athletic fields and tennis facilities used exclusively by the public and the purchase of bleachers, benches, picnic tables and infield mix on a Countywide basis. Other capital maintenance projects include such work as the repair and replacement of fences, backstops, restroom facilities, 20+ year-old playground equipment and field lighting equipment that has deteriorated and become a safety concern. Increase requested to fund Bermuda turf conversion and our share of potential grant opportunities.

Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent. (Rating #2)

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$0	$0	$0	$0	$0	$0	$0	$0	$0
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	0	0	0	0	0	0	0
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	0	0	0	0	0	0	0
Administration - FAS	5	5	5	6	6	27	0	6	33
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	329	260	260	260	260	1,369	0	260	1,629
Contingency	0	0	0	0	0	0	0	0	0
Total Outlay	**$334**	**$265**	**$265**	**$266**	**$266**	**$1,396**	**$0**	**$266**	**$1,662**
FINANCING SOURCES									
Bonds	$0	$0	$0	$0	$0	$0	$0	$0	$0
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer General Fund	334	265	265	266	266	1,396	0	266	1,662
Total County Funding	$334	$265	$265	$266	$266	$1,396	$0	$266	$1,662
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: _____	0	0	0	0	0	0	0	0	0
Total Funding	**$334**	**$265**	**$265**	**$266**	**$266**	**$1,396**	**$0**	**$266**	**$1,662**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**

LOCATION: **COMMISSIONER DISTRICT:**
County-wide Various

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2022

($ in thousands)

PROJECT NAME: **Requested By: DPW**

Various Pedestrian & Bicycle Facilities **Project #: 4107**

To provide a network of pedestrian & bicycle facilities within the Development District & to provide amenities such as park & walk/bike lots & rest stops as part of the linear trails being constructed with the Enhanced Transportation program. If a project is located on a State road, then project is eligible for State funding. The following projects are currently being considered:

1. Smallwood Drive from Route 301 eastward to St. Charles Parkway.
2. Route 210 from Route 227 to Ruth B. Swann Drive.
3. Route 227 from Billingsley Rd. to Route 210 northward to trail tie-in.
4. Chapel Point Road from Causeway Dr. to Commerce Street.
5. From intersection of Route 227 and Route 210 northward on Route 210 approximately 300 lf and westward on Route 227 to Matthews Road.
6. Route 227 from Food Lion entrance eastward to Matthews Road and northward on Matthews Road to auxiliary road eastward to Route 210.
7. Route 227 westward to Matthews Road southward to Shopping Center Entrance.
8. BUS 5 from Burnt Store Road to Bypass - North & South.
9. BUS 5 from 231 to Bypass - South.
10. Lexington Drive (Berry Valley Neighborhood).

Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent. (Rating #2)

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$5	$5	$5	$5	$5	$25	$15	$5	$45
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	53	129	53	53	53	341	159	53	553
Equipment	0	0	0	0	0	0	0	0	0
Administration	3	9	3	3	3	21	9	3	33
Administration - FAS	5	5	5	6	6	27	7	6	40
Inspection	5	5	5	5	5	25	15	5	45
Miscellaneous	5	10	5	5	5	30	15	5	50
Contingency	6	6	6	6	6	30	18	6	54
Total Outlay	**$82**	**$169**	**$82**	**$83**	**$83**	**$499**	**$238**	**$83**	**$820**
FINANCING SOURCES									
Bonds	$82	$169	$82	$83	$83	$499	$238	$83	$820
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$82	$169	$82	$83	$83	$499	$238	$83	$820
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: _____	0	0	0	0	0	0	0	0	0
Total Funding	**$82**	**$169**	**$82**	**$83**	**$83**	**$499**	**$238**	**$83**	**$820**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	21.4	28.7	43.9	51.2	58.7	21.4	73.6
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$21.4**	**$28.7**	**$43.9**	**$51.2**	**$58.7**	**$21.4**	**$73.6**

LOCATION: **COMMISSIONER DISTRICT:**

County-wide Various

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2022

($ in thousands)

PROJECT NAME: **Requested By:** **RPT**

Popes Creek Waterfront Phase II **Project #:** **4116**

DRPT anticipates the acquisition of a 2 acre parcel of waterfront property including a restaurant building and parking area w/easement to adjacent county park property. This property will provide a critical parking area for the Popes Creek Rail Trail and the Popes Creek Waterfront Park. Plans for the building include a waterman's heritage museum, crabbing/fishing pier, kayak rentals and concession stand, conference center, retail stalls, and a summer camp venue.

Planning Commission Comments: Project is consistent with Comprehensive Plan. (Rating #1)

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '14-'18	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$90	$0	$0	$0	$0	$90	$45	$0	$135
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	510	500	390	0	1,400	0	0	1,400
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	8	48	56	0	112	3	0	115
Administration - FAS	5	5	5	6	0	21	3	0	24
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	51	50	39	0	140	4	0	144
Contingency	0	51	50	39	0	140	4	0	144
Total Outlay	**$95**	**$625**	**$653**	**$530**	**$0**	**$1,903**	**$59**	**$0**	**$1,962**
FINANCING SOURCES									
Bonds	$32	$166	$203	$179	$0	$580	$15	$0	$595
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$32	$166	$203	$179	$0	$580	$15	$0	$595
Federal	0	0	0	0	0	0	0	0	0
State	63	459	450	351	0	1,323	44	0	1,367
Other: _____	0	0	0	0	0	0	0	0	0
Total Funding	**$95**	**$625**	**$653**	**$530**	**$0**	**$1,903**	**$59**	**$0**	**$1,962**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	1.3	4.2	19.1	37.3	53.4	1.3	53.4
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$1.3**	**$4.2**	**$19.1**	**$37.3**	**$53.4**	**$1.3**	**$53.4**

LOCATION: **COMMISSIONER DISTRICT:**

Newburg, MD 1

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2022

($ in thousands)

PROJECT NAME: **Requested By: RPT/ Capital**

Waldorf Park Development PH I **Project #: 4125**

Development of this park is a priority to meet the active and passive outdoor recreational needs of one of the fastest growing areas in the county. Planned amenities include lighted football and soccer fields for games and practice, basketball and tennis courts, a large playground with adaptive (special needs) features, group picnic pavilions, nature and fitness trails and more. Phase I will include all excavation, grading and site work, including storm water management; construction and improvements to two entrance/exit points, ballfield construction to include lighting, fencing, bleachers, and installation of Bermuda turf; parking lot construction; utilities (electric and water); and basic site prep for all other park amenities.

Planning Commission Comments: Project is consistent with Comprehensive Plan. (Rating #1)
PRIORITY

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$0	$0	$0	$0	$0	$0	$150	$0	$150
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	1,997	0	0	0	0	1,997	0	0	1,997
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	0	0	0	0	7	0	7
Administration - FAS	5	0	0	0	0	5	3	0	8
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	0	0	0	0	0	12	0	12
Total Outlay	**$2,002**	**$0**	**$0**	**$0**	**$0**	**$2,002**	**$172**	**$0**	**$2,174**
FINANCING SOURCES									
Bonds	$502	$0	$0	$0	$0	$502	$43	$0	$545
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$502	$0	$0	$0	$0	$502	$43	$0	$545
Federal	0	0	0	0	0	0	0	0	0
State	1,500	0	0	0	0	1,500	129	0	1,629
Other: _____	0	0	0	0	0	0	0	0	0
Total Funding	**$2,002**	**$0**	**$0**	**$0**	**$0**	**$2,002**	**$172**	**$0**	**$2,174**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Beyond FY 2026
No. of Personnel	0.00	3.96	3.96	3.96	3.96	3.96
Personnel Costs	0.0	216.6	225.3	234.3	243.7	253.4
Operating	0.0	56.3	57.4	58.6	59.8	61.5
Total Operating	**$0.0**	**$272.9**	**$282.7**	**$292.9**	**$303.5**	**$314.9**
Debt Service: Bonds	0.0	44.7	44.7	44.7	44.7	44.7
Vehicle & Equipment Lease	0.0	25.0	50.1	50.1	50.1	50.1
Total Impact	**$0.0**	**$342.6**	**$377.5**	**$387.7**	**$398.3**	**$409.7**

LOCATION: **COMMISSIONER DISTRICT:**

Waldorf, MD 3

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2022

($ in thousands)

PROJECT NAME: **Requested By: RPT/ Capital**

Waldorf Park Development PH II **Project #:**

Development of this park is a priority to meet the active and passive outdoor recreational needs of one of the fastest growing areas in the county. Planned amenities include lighted football and soccer fields for games and practice, basketball and tennis courts, a large playground with adaptive (special needs) features, group picnic pavilions, nature and fitness trails and more.

Planning Commission Comments: Project is consistent with Comprehensive Plan. (Rating #1)

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$0	$0	$0	$0	$0	$0	$0	$0	$0
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	1,940	0	0	0	1,940	0	0	1,940
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	0	0	0	0	0	0	0
Administration - FAS	0	5	0	0	0	5	0	0	5
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	57	0	0	0	57	0	0	57
Total Outlay	**$0**	**$2,002**	**$0**	**$0**	**$0**	**$2,002**	**$0**	**$0**	**$2,002**
FINANCING SOURCES									
Bonds	$0	$504	$0	$0	$0	$504	$0	$0	$504
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$0	$504	$0	$0	$0	$504	$0	$0	$504
Federal	0	0	0	0	0	0	0	0	0
State	0	1,498	0	0	0	1,498	0	0	1,498
Other: _____	0	0	0	0	0	0	0	0	0
Total Funding	**$0**	**$2,002**	**$0**	**$0**	**$0**	**$2,002**	**$0**	**$0**	**$2,002**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	0.0	0.0	44.9	44.9	44.9	44.9
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$0.0**	**$0.0**	**$44.9**	**$44.9**	**$44.9**	**$44.9**

LOCATION: **COMMISSIONER DISTRICT:**

Waldorf, MD 3

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2022

($ in thousands)

PROJECT NAME: **Requested By:** PGM

Smallwood Drive Shared Use Paths Phase I **Project #:** 4126

Drawing on recommendations from a consultant report on bicycle and pedestrian connectivity in Waldorf, this project (which will proceed in two phases) will extend the current 4 to 6-foot wide sidewalks on Smallwood Drive West and create 10-foot wide shared use paths for the entire length (2.7 miles) of Smallwood Drive West between Crain Highway/US 301 and Middletown Road. Phase I will include design and construction work between US 301 and McDaniel Road. The project would construct a 10-foot wide shared use path on the eastbound (south) side of Smallwood Drive West between US 301 and St. Nicholas Drive and extend the existing 4 to 6-foot wide sidewalk on the westbound (north) side of Smallwood Drive West between St. Nicholas Drive and Middletown Road to create a 10-foot wide shared use path. In addition, this project would extend the existing 6-foot wide sidewalk on the eastbound (south) side of Smallwood Drive West between Lancaster Circle and Deerwood Court to create a 10-foot wide shared use path. This project would expand the bicycle and pedestrian network west of US 301 and connect to the existing shared use paths on McDaniel Road and Middletown Road, increasing the connectivity of Waldorf's bicycle and pedestrian network and improving bicycle and pedestrian accessibility for residents. Staff plan to submit a grant application to either the Maryland Bikeways program, administered by MDOT, or the Transportation Alternatives Set-Aside Program to reduce the cost of the project to the County.

Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent. (Rating #2)

PRIORITY

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$0	$0	$0	$0	$0	$0	$24	$0	$24
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	347	0	0	0	0	347	0	0	347
Equipment	0	0	0	0	0	0	0	0	0
Administration	19	0	0	0	0	19	3	0	22
Administration - FAS	5	0	0	0	0	5	0	0	5
Inspection	12	0	0	0	0	12	0	0	12
Miscellaneous	7	0	0	0	0	7	0	0	7
Contingency	35	0	0	0	0	35	0	0	35
Total Outlay	**$425**	**$0**	**$0**	**$0**	**$0**	**$425**	**$27**	**$0**	**$452**
FINANCING SOURCES									
Bonds	$425	$0	$0	$0	$0	$425	$27	$0	$452
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$425	$0	$0	$0	$0	$425	$27	$0	$452
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: _____	0	0	0	0	0	0	0	0	0
Total Funding	**$425**	**$0**	**$0**	**$0**	**$0**	**$425**	**$27**	**$0**	**$452**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	0.0	37.8	37.8	37.8	37.8	37.8
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$0.0**	**$37.8**	**$37.8**	**$37.8**	**$37.8**	**$37.8**

LOCATION: **COMMISSIONER DISTRICT:**

Smallwood Drive, Waldorf, MD 3 and 4

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2022

($ in thousands)

PROJECT NAME: **Requested By:** PGM

Smallwood Drive Shared Use Paths Phase II **Project #:** 4133

Drawing on recommendations from a consultant report on bicycle and pedestrian connectivity in Waldorf, this project (which will proceed in two phases) will extend the current 4 to 6-foot wide sidewalks on Smallwood Drive West and create 10-foot wide shared use paths for the entire length (2.7 miles) of Smallwood Drive West between Crain Highway/US 301 and Middletown Road. Phase II will include design and construction work between McDaniel Road and Middletown Road. The project would construct a 10-foot wide shared use path on the eastbound (south) side of Smallwood Drive West between US 301 and St. Nicholas Drive and extend the existing 4 to 6-foot wide sidewalk on the westbound (north) side of Smallwood Drive West between St. Nicholas Drive and Middletown Road to create a 10-foot wide shared use path. In addition, this project would extend the existing 6-foot wide sidewalk on the eastbound (south) side of Smallwood Drive West between Lancaster Circle and Deerwood Court to create a 10-foot wide shared use path. This project would expand the bicycle and pedestrian network west of US 301 and connect to the existing shared use paths on McDaniel Road and Middletown Road, increasing the connectivity of Waldorf's bicycle and pedestrian network and improving bicycle and pedestrian accessibility for residents. Staff plan to submit a grant application to either the Maryland Bikeways program, administered by MDOT, or the Transportation Alternatives Set-Aside Program to reduce the cost of the project to the County.

Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent. (Rating #2)

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$24	$0	$0	$0	$0	$24	$0	$0	$24
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	347	0	0	0	347	0	0	347
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	19	0	0	0	19	0	0	19
Administration - FAS	5	5	0	0	0	10	0	0	10
Inspection	0	12	0	0	0	12	0	0	12
Miscellaneous	0	7	0	0	0	7	0	0	7
Contingency	0	35	0	0	0	35	0	0	35
Total Outlay	**$29**	**$425**	**$0**	**$0**	**$0**	**$454**	**$0**	**$0**	**$454**
FINANCING SOURCES									
Bonds	$29	$425	$0	$0	$0	$454	$0	$0	$454
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$29	$425	$0	$0	$0	$454	$0	$0	$454
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: _____	0	0	0	0	0	0	0	0	0
Total Funding	**$29**	**$425**	**$0**	**$0**	**$0**	**$454**	**$0**	**$0**	**$454**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	0.0	2.6	40.4	40.4	40.4	40.4
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$0.0**	**$2.6**	**$40.4**	**$40.4**	**$40.4**	**$40.4**

LOCATION: **COMMISSIONER DISTRICT:**

Smallwood Drive, Waldorf, MD 3 and 4

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2022

($ in thousands)

PROJECT NAME: **Requested By:** **RPT**

La Plata Farm Park Master Plan **Project #:** **4134**

To develop a Master Plan for the design, engineering and planning of a 54-acre tract of currently owned land in La Plata, to be noted as "La Plata Farm Park". Development of this site will be a key factor in meeting some now non-available outdoor recreational needs of county residents. La Plata Farm Park's theme will incorporate the county's agricultural history along with mixed use recreational activities not currently available in our other parks.
Charles County Parks feels the diversity and complexity involved in the development of this park justifies the need for a designed master plan in order to professionally and properly develop such a complex. This will also allow for phase work if need for budget concerns and avoiding the costly mistakes that may occur by trying to piecemeal such a project together. Based on past and present design planning and engineering work having and currently being performed in the park system the recommendations for the need master plan for La Plata Farm Park will be $200,000.00.

Planning Commission Comments: Project is consistent with Comprehensive Plan. (Rating #1)
PRIORITY

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$200	$0	$0	$0	$0	$200	$0	$0	$200
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	0	0	0	0	0	0	0
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	0	0	0	0	0	0	0
Administration - FAS	0	0	0	0	0	0	0	0	0
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	0	0	0	0	0	0	0	0
Total Outlay	**$200**	**$0**	**$0**	**$0**	**$0**	**$200**	**$0**	**$0**	**$200**
FINANCING SOURCES									
Bonds	$0	$0	$0	$0	$0	$0	$0	$0	$0
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	200	0	0	0	0	200	0	0	200
Total County Funding	$200	$0	$0	$0	$0	$200	$0	$0	$200
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: _____	0	0	0	0	0	0	0	0	0
Total Funding	**$200**	**$0**	**$0**	**$0**	**$0**	**$200**	**$0**	**$0**	**$200**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	0.0	0.0	0.0	0.0	0.0	0.0
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**

LOCATION: **COMMISSIONER DISTRICT:**

La Plata, MD 1

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2022

($ in thousands)

PROJECT NAME: **Requested By:** RPT
La Plata Farm Park Development, Phase I **Project #:** 4135

Dog Park: Due to the increase demand for a La Plata based dog park it has been decided by the Charles County Parks Division to meet the publics' request. Charles County Parks will construct a dog park as Phase 1 of the soon to be developed mixed use "La Plata Farm Park". This amenity will include a 2.5 acre parcel, encompassed with chain link fencing. It will incorporate a mix of shaded and open areas with seating and tables for Park patrons and play equipment for animals. This will include the construction of widening an existing roadway and incorporating a 20-car parking area.

Hiking Trail: As an added feature Charles County Parks will also construct a hiking trail through a variety of natural and user-friendly areas that will follow the basic boundaries of the property.

Planning Commission Comments: Project is consistent with Comprehensive Plan. (Rating #1)
PRIORITY

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$0	$0	$0	$0	$0	$0	$0	$0	$0
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	96	0	0	0	0	96	0	0	96
Equipment	19	0	0	0	0	19	0	0	19
Administration	0	0	0	0	0	0	0	0	0
Administration - FAS	5	0	0	0	0	5	0	0	5
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	0	0	0	0	0	0	0	0
Total Outlay	**$120**	**$0**	**$0**	**$0**	**$0**	**$120**	**$0**	**$0**	**$120**
FINANCING SOURCES									
Bonds	$0	$0	$0	$0	$0	$0	$0	$0	$0
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	34	0	0	0	0	34	0	0	34
Total County Funding	$34	$0	$0	$0	$0	$34	$0	$0	$34
Federal	0	0	0	0	0	0	0	0	0
State	86	0	0	0	0	86	0	0	86
Other: _____	0	0	0	0	0	0	0	0	0
Total Funding	**$120**	**$0**	**$0**	**$0**	**$0**	**$120**	**$0**	**$0**	**$120**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	0.0	0.0	0.0	0.0	0.0	0.0
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**

LOCATION: **COMMISSIONER DISTRICT:**
La Plata, MD 1

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2022

($ in thousands)

PROJECT NAME: **Requested By:** RPT
Mallows Bay Restrooms **Project #:** 4136

To install restrooms at the Mallow's Bay Park.

Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent. (Rating #2)

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$0	$0	$0	$0	$0	$0	$0	$0	$0
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	495	0	0	0	0	495	0	0	495
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	0	0	0	0	0	0	0
Administration - FAS	5	0	0	0	0	5	0	0	5
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	0	0	0	0	0	0	0	0
Total Outlay	**$500**	**$0**	**$0**	**$0**	**$0**	**$500**	**$0**	**$0**	**$500**
FINANCING SOURCES									
Bonds	$0	$0	$0	$0	$0	$0	$0	$0	$0
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer General Fund	500	0	0	0	0	500	0	0	500
Total County Funding	$500	$0	$0	$0	$0	$500	$0	$0	$500
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: _____	0	0	0	0	0	0	0	0	0
Total Funding	**$500**	**$0**	**$0**	**$0**	**$0**	**$500**	**$0**	**$0**	**$500**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	0.0	0.0	0.0	0.0	0.0	0.0
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**

LOCATION: **COMMISSIONER DISTRICT:**
Mallows Bay Park 2

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2022

($ in thousands)

PROJECT NAME: **Requested By:** RPT

Synthetic Turf Fields **Project #:**

The Parks & Grounds Division is requesting funding for the installation of Synthetic Turf at White Plains Park Football Field and an additional location. This will include all labor, materials, tools, and equipment needed to put in the drainage base and installation of turf with inlaid markings for 3 sports (football, Soccer, Lacrosse). This request is needed to keep up with the high demand of sports leagues game requests. The synthetic turf will allow us to play games year-round. The turf field will eliminate weekly mowing's, spring, and fall fertilizing, weekly painting of lines, and most of all eliminate cancelled games due to inclement weather.

Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent. (Rating #2)

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$0	$0	$0	$0	$0	$0	$0	$0	$0
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	1,000	1,000	0	0	2,000	0	0	2,000
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	0	0	0	0	0	0	0
Administration - FAS	0	5	5	0	0	10	0	0	10
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	0	0	0	0	0	0	0	0
Total Outlay	**$0**	**$1,005**	**$1,005**	**$0**	**$0**	**$2,010**	**$0**	**$0**	**$2,010**
FINANCING SOURCES									
Bonds	$0	$1,005	$1,005	$0	$0	$2,010	$0	$0	$2,010
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer General Fund	0	0	0	0	0	0	0	0	0
Total County Funding	$0	$1,005	$1,005	$0	$0	$2,010	$0	$0	$2,010
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: _____	0	0	0	0	0	0	0	0	0
Total Funding	**$0**	**$1,005**	**$1,005**	**$0**	**$0**	**$2,010**	**$0**	**$0**	**$2,010**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Beyond FY 2026
No. of Personnel	0.00	0.00	(0.14)	(0.14)	(0.14)	(0.14)
Personnel Costs	0.0	0.0	(3.4)	(7.2)	(7.4)	(7.7)
Operating	0.0	0.0	(6.8)	(13.8)	(14.1)	(14.5)
Total Operating	**$0.0**	**$0.0**	**(10.2)**	**(21.0)**	**(21.5)**	**($22.2)**
Debt Service: Bonds	0.0	0.0	89.4	178.9	178.9	178.9
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$0.0**	**$0.0**	**$79.2**	**$157.9**	**$157.4**	**$156.7**

LOCATION: **COMMISSIONER DISTRICT:**

White Plains Park and TBD 2

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2022

($ in thousands)

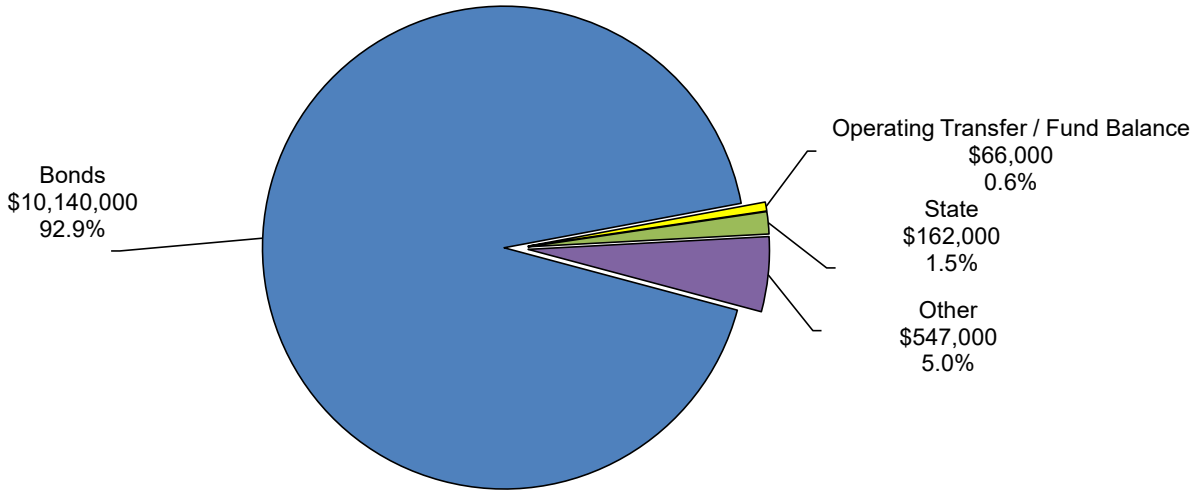
TRANSPORTATION SUMMARY

The County is responsible for new and existing local road infrastructure. The Public Works Roads Division maintains lane miles of existing roadway providing a variety of services including patching, overlay, and storm drain repair and replacement. New local road construction is primarily financed by local governments and occasionally with State or Federal grants. The County does receive tax revenue from gasoline sales, distributed by the State and in part applied to debt service from local bonds. Road projects are designed in accordance with the overall planning concept and are managed by Charles County Government employees.

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$560	$696	$282	$494	$480	$2,512	$2,584	$220	$5,316
Land & ROW	(2,234)	109	59	55	344	(1,667)	12,556	1,293	12,182
Construction	11,064	11,493	5,140	5,140	5,390	38,227	20,232	12,371	70,830
Equipment	0	0	0	0	0	0	0	0	0
Administration	409	504	95	121	122	1,251	806	444	2,501
Administration - FAS	58	63	36	44	37	238	50	69	357
Inspection	470	552	165	166	153	1,506	916	540	2,962
Miscellaneous	55	70	20	20	17	182	574	581	1,337
Contingency	533	606	131	151	116	1,537	1,915	766	4,218
Total Outlay	**$10,915**	**$14,093**	**$5,928**	**$6,191**	**$6,659**	**$43,786**	**$39,632**	**$16,284**	**$99,702**
FINANCING SOURCES									
Bonds	$10,140	$12,301	$4,636	$4,941	$5,409	$37,427	$38,828	$15,351	$91,606
Fund Balance Appropriation	0	0	0	0	0	0	69	0	69
Operating Transfer General Fund	66	1,380	1,130	1,088	1,088	4,752	695	734	6,181
Total County Funding	$10,206	$13,681	$5,766	$6,029	$6,497	$42,179	$39,592	$16,085	$97,856
Federal	0	0	0	0	0	0	40	0	40
State	162	162	162	162	162	810	0	199	1,009
Other: _____	547	250	0	0	0	797	0	0	797
Total Funding	**$10,915**	**$14,093**	**$5,928**	**$6,191**	**$6,659**	**$43,786**	**$39,632**	**$16,284**	**$99,702**

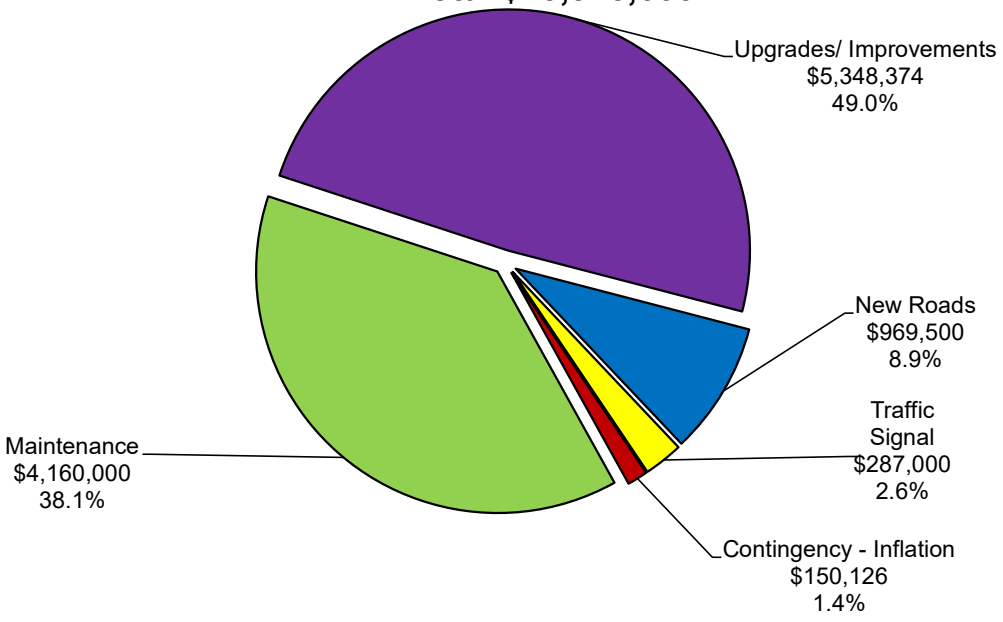
Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	2,299.9	3,090.2	3,487.9	3,887.2	4,292.2	3,492.3	5,727.9
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$2,299.9**	**$3,090.2**	**$3,487.9**	**$3,887.2**	**$4,292.2**	**$3,492.3**	**$5,727.9**

FY22 Transportation Financing Sources
Total $10,915,000



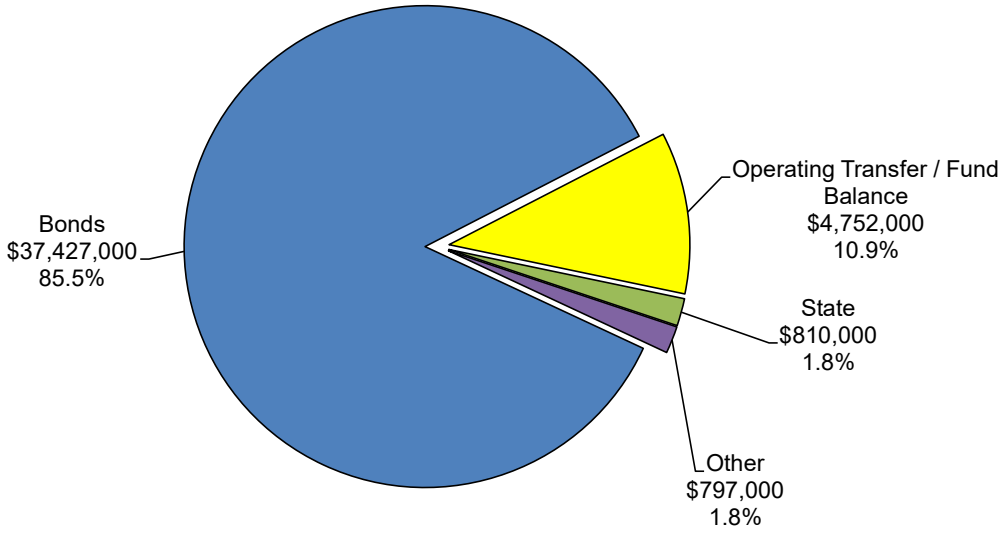
Bonds are the major source of financing for the transportation projects.

FY22 Transportation by Project Type
Total $10,915,000



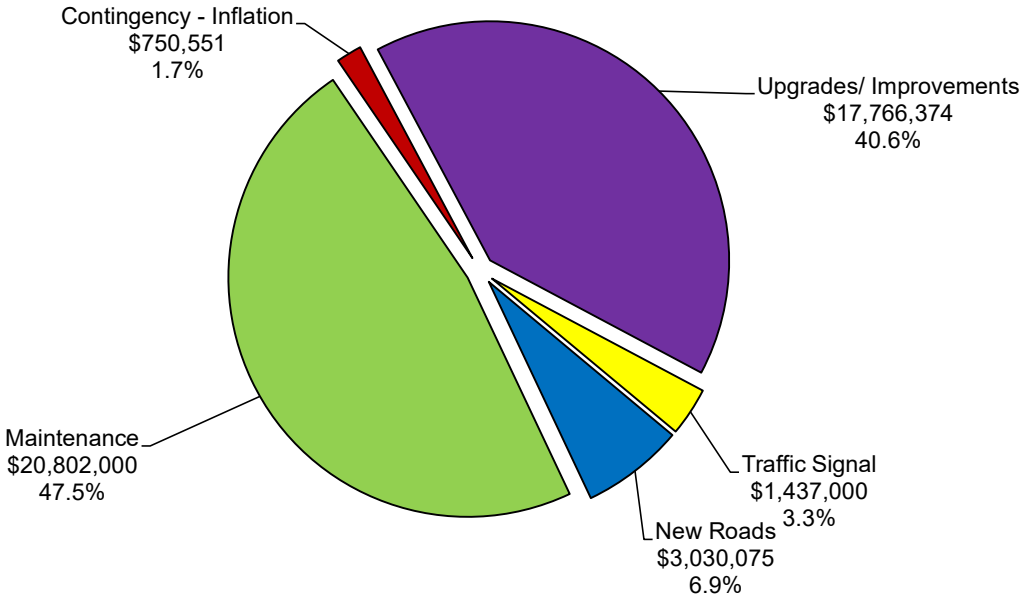
The Capital Budget for transportation/roads includes improving the existing road systems and expanding for the future. Included are funds to improve drainage, safety, sidewalks, and traffic intersection(s). Upgrade/Improvements includes funding for drainage improvements throughout the County, various bridge replacement and safety improvements on Billingsley Road, as well as other roads in the County. Maintenance includes the Road Overlay Program which treats various roads throughout the county. New Roads includes funding for Western Parkway Phase III expansion. The traffic signal includes funding traffic signals at various locations throughout the county in conjunction with the Maryland State Highway Administration.

FY22-FY26 Transportation Financing Sources
Total $43,786,000



The County's Debt Affordability Plan provides for sufficient funds to pay the annual debt service on the necessary General Obligation Bonds.

FY22-FY26 Transportation by Project Type
Total $43,786,000



The majority of the Transportation program is for maintenance, upgrades, and improvements to the existing roads. New Roads includes funding for Western Parkway Road Improvement Phase III expansion and Turkey Hill Road Reconstruction.

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2022

($ in thousands)

PROJECT NAME: **Requested By:** **DPW**

Road Overlay Program **Project #:** **2268**

Highway Maintenance Program to complete asphalt overlay, modified seal, slurry seal, crack seal, line striping, deep patching, pavement markings, and repairs on various roads in the county. Roads for treatment to be determined.

Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent. (Rating #2)

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$0	$0	$0	$0	$0	$0	$0	$0	$0
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	4,080	4,080	4,080	4,080	4,080	20,400	0	4,080	24,480
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	0	0	0	0	0	0	0
Administration - FAS	5	5	5	6	6	27	0	6	33
Inspection	75	75	75	75	75	375	0	75	450
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	0	0	0	0	0	0	0	0
Total Outlay	**$4,160**	**$4,160**	**$4,160**	**$4,161**	**$4,161**	**$20,802**	**$0**	**$4,161**	**$24,963**
FINANCING SOURCES									
Bonds (15 year)	$3,998	$3,644	$3,644	$3,645	$3,645	$18,576	$0	$3,999	$22,575
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer General Fund	0	354	354	354	354	1,416	0	0	1,416
Total County Funding	$3,998	$3,998	$3,998	$3,999	$3,999	$19,992	$0	$3,999	$23,991
Federal	0	0	0	0	0	0	0	0	0
State	162	162	162	162	162	810	0	162	972
Other: _____	0	0	0	0	0	0	0	0	0
Total Funding	**$4,160**	**$4,160**	**$4,160**	**$4,161**	**$4,161**	**$20,802**	**$0**	**$4,161**	**$24,963**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	0.0	355.8	682.4	1,010.2	1,338.0	2,025.5
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$0.0**	**$355.8**	**$682.4**	**$1,010.2**	**$1,338.0**	**$2,025.5**

LOCATION: **COMMISSIONER DISTRICT:**

Roads throughout Charles County Various

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2022

($ in thousands)

PROJECT NAME: **Requested By:** **DPW**
Project #: **2161**

County Drainage Systems Improvement Program

Provide drainage improvements at various locations that have been recorded as experiencing serious drainage problems. The goal of the program is to plan and prioritize projects based upon evaluation criteria including safety, costs, right-of-way acquisition, possibility of MS4 credit generation, and promotion of Climate Resiliency when applicable/practical, etc. Projects are prioritized regularly and new sub-projects are generated based upon recommendations.

Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent. (Rating #2)
PRIORITY

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$150	$150	$150	$150	$150	$750	$205	$150	$1,105
Land & ROW	5	5	5	5	5	25	47	5	77
Construction	300	500	500	500	500	2,300	1,693	500	4,493
Equipment	0	0	0	0	0	0	0	0	0
Administration	23	38	38	38	38	175	8	38	221
Administration - FAS	5	5	5	6	6	27	3	6	36
Inspection	23	38	38	38	38	175	8	38	221
Miscellaneous	3	5	5	5	5	23	31	5	59
Contingency	30	50	50	50	50	230	247	50	527
Total Outlay	**$539**	**$791**	**$791**	**$792**	**$792**	**$3,705**	**$2,241**	**$792**	**$6,738**
FINANCING SOURCES									
Bonds (20 year)	$539	$791	$791	$792	$792	$3,705	$2,103	$792	$6,600
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer General Fund	0	0	0	0	0	0	98	0	98
Total County Funding	$539	$791	$791	$792	$792	$3,705	$2,201	$792	$6,698
Federal	0	0	0	0	0	0	40	0	40
State	0	0	0	0	0	0	0	0	0
Other: _____	0	0	0	0	0	0	0	0	0
Total Funding	**$539**	**$791**	**$791**	**$792**	**$792**	**$3,705**	**$2,241**	**$792**	**$6,738**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	189.2	228.3	286.3	344.5	402.8	189.2	519.4
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$189.2**	**$228.3**	**$286.3**	**$344.5**	**$402.8**	**$189.2**	**$519.4**

LOCATION: **COMMISSIONER DISTRICT:**
Various Sites throughout County. (See description above.) Varies

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2022

($ in thousands)

PROJECT NAME: **Requested By:** DPW
Project #: 2177

Safety Improvement Program- Existing Roadways

Design and construct various roadway safety improvements/upgrades as recommended by the Charles County Safety Committee:

1.) RRFB's - Various Locations based Traffic Safety Committee Priority List
2.) Various Roadway Drainage Repairs County Wide
3.) Berry Hills Rd. east of Marshall Hall Rd. (Roadside Ditches)
4.) Ripley Rd. & Poorhouse Rd. (sight distance improvements)

Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent. (Rating #2)

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$13	$13	$13	$13	$13	$65	$133	$13	$211
Land & ROW	11	11	11	11	11	55	78	11	144
Construction	210	210	210	210	210	1,050	411	210	1,671
Equipment	0	0	0	0	0	0	0	0	0
Administration	16	16	16	16	16	80	48	16	144
Administration - FAS	5	5	5	6	6	27	4	6	37
Inspection	11	11	11	11	11	55	80	11	146
Miscellaneous	2	2	2	2	2	10	15	2	27
Contingency	21	21	21	21	21	105	79	21	205
Total Outlay	**$289**	**$289**	**$289**	**$290**	**$290**	**$1,447**	**$848**	**$290**	**$2,585**
FINANCING SOURCES									
Bonds (20 year)	$289	$0	$0	$0	$0	$289	$716	$0	$1,005
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer General Fund	0	289	289	290	290	1,158	132	290	1,580
Total County Funding	$289	$289	$289	$290	$290	$1,447	$848	$290	$2,585
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: _____	0	0	0	0	0	0	0	0	0
Total Funding	**$289**	**$289**	**$289**	**$290**	**$290**	**$1,447**	**$848**	**$290**	**$2,585**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	64.4	85.3	85.3	85.3	85.3	64.4	85.3
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$64.4**	**$85.3**	**$85.3**	**$85.3**	**$85.3**	**$64.4**	**$85.3**

LOCATION: Various Sites throughout County

COMMISSIONER DISTRICT: Various, 2

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2022

($ in thousands)

PROJECT NAME: **Requested By:** **DPW**

Traffic Signal Program **Project #:** **2156**

Install new traffic signal at various locations throughout the county in conjunction with the Maryland State Highway Administration.
1) Western Prkwy @ St. Patrick's Dr. - Signal & lane modifications
2) St. Charles Prkwy @ St. Ignatius - Signal & lane modifications
3) Washington Rd. and Heritage Green Parkway
4) Western Parkway and Holly Tree Lane

Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent. (Rating #2)

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$16	$16	$16	$16	$16	$80	$8	$16	$104
Land & ROW	10	10	10	10	10	50	66	10	126
Construction	200	200	200	200	200	1,000	782	200	1,982
Equipment	0	0	0	0	0	0	0	0	0
Administration	13	13	13	13	13	65	9	13	87
Administration - FAS	5	5	5	6	6	27	6	6	39
Inspection	18	18	18	18	18	90	70	18	178
Miscellaneous	5	5	5	5	5	25	1	5	31
Contingency	20	20	20	20	20	100	49	20	169
Total Outlay	**$287**	**$287**	**$287**	**$288**	**$288**	**$1,437**	**$990**	**$288**	**$2,715**
FINANCING SOURCES									
Bonds (20 year)	$287	$0	$0	$0	$0	$287	$664	$0	$951
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer General Fund	0	287	287	288	288	1,150	326	288	1,764
Total County Funding	$287	$287	$287	$288	$288	$1,437	$990	$288	$2,715
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: _____	0	0	0	0	0	0	0	0	0
Total Funding	**$287**	**$287**	**$287**	**$288**	**$288**	**$1,437**	**$990**	**$288**	**$2,715**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	59.7	80.6	80.6	80.6	80.6	59.7	80.6
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$59.7**	**$80.6**	**$80.6**	**$80.6**	**$80.6**	**$59.7**	**$80.6**

LOCATION: **COMMISSIONER DISTRICT:**

County Wide Varies

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2022

($ in thousands)

PROJECT NAME: **Requested By: DPW**

Sidewalk Improvement Program **Project #: 2269**

This project includes residential sidewalk repairs in the development district to include panel replacement, repair damaged concrete, safety risks and tripping hazards. Staff performs sidewalk inspections county-wide and prioritizes repairs based on safety risks that may be posed to the public. The condition rating guidelines that are followed rate sidewalks in the following prioritization:

Priority 1 – Missing concrete panel, lifted panel 2" or higher
Priority 2 – Concrete panels lifted ½" to 2" high
Priority 3 – Concrete panels with heavy cracking, delamination or spaulding

Maintenance for Hiker-Biker Paths and all sidewalks within subdivisions which are located within the County right-of-way, both of which were designed and constructed in accordance with the 1995 Road Ordinance or more recent revision, shall be the responsibility of Charles County.

Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent. (Rating #2)

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$0	$0	$0	$0	$0	$0	$0	$0	$0
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	150	150	150	150	150	750	0	150	900
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	0	0	0	0	0	0	0
Administration - FAS	5	5	5	6	6	27	0	6	33
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	0	0	0	0	0	0	0	0
Total Outlay	**$155**	**$155**	**$155**	**$156**	**$156**	**$777**	**$0**	**$156**	**$933**
FINANCING SOURCES									
Bonds (20 year)	$155	$0	$0	$0	$0	$155	$0	$0	$155
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer General Fund	0	155	155	156	156	622	0	156	778
Total County Funding	$155	$155	$155	$156	$156	$777	$0	$156	$933
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: _____	0	0	0	0	0	0	0	0	0
Total Funding	**$155**	**$155**	**$155**	**$156**	**$156**	**$777**	**$0**	**$156**	**$933**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	0.0	11.3	11.3	11.3	11.3	11.3
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$0.0**	**$11.3**	**$11.3**	**$11.3**	**$11.3**	**$11.3**

LOCATION: **COMMISSIONER DISTRICT:**

To be determined. Various

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2022

($ in thousands)

PROJECT NAME: **Requested By:** **DPW**

Billingsley Road Safety Improvements **Project #:** **2178**

A study report determined where safety improvements were most needed along the Billingsley Road corridor from Middletown Rd. to Maryland Route 210 has identified several areas for which some safety improvement measures were implemented while others are under further development. The recommended improvements included ongoing short term measures (tree removal, shoulder repair, and signage), medium range measures (shoulder installation and drainage), and long term solutions (realignment and intersection improvements). The short term and mid-range measures have been implemented and are on-going, while the long term improvements are under design (horizontal and vertical site distance improvements).

Planning Commission Comments: Project is consistent with Comprehensive Plan. (Rating #1)

PRIORITY

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$0	$150	$75	$75	$0	$300	$505	$0	$805
Land & ROW	0	50	25	25	0	100	908	0	1,008
Construction	0	2,500	0	0	0	2,500	5,386	0	7,886
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	40	20	20	0	80	152	0	232
Administration - FAS	0	5	5	6	0	16	15	0	31
Inspection	0	40	20	20	0	80	151	0	231
Miscellaneous	0	6	3	3	0	12	24	0	36
Contingency	0	64	32	32	0	128	234	0	362
Total Outlay	**$0**	**$2,855**	**$180**	**$181**	**$0**	**$3,216**	**$7,374**	**$0**	**$10,590**
FINANCING SOURCES									
Bonds (20 year)	$0	$2,855	$180	$181	$0	$3,216	$7,305	$0	$10,521
Fund Balance Appropriation	0	0	0	0	0	0	69	0	69
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$0	$2,855	$180	$181	$0	$3,216	$7,374	$0	$10,590
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: _____	0	0	0	0	0	0	0	0	0
Total Funding	**$0**	**$2,855**	**$180**	**$181**	**$0**	**$3,216**	**$7,374**	**$0**	**$10,590**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	657.0	657.0	670.2	683.5	683.5	657.0	683.5
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$657.0**	**$657.0**	**$670.2**	**$683.5**	**$683.5**	**$657.0**	**$683.5**

LOCATION: **COMMISSIONER DISTRICT:**

Waldorf, MD 2

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2022

($ in thousands)

PROJECT NAME: **Requested By:** **DPW**

Western Parkway Road Improvements Phase 3 **Project #:** **2013**

The construction of Western Parkway, Phase 3 from Pierce Road north to US 301 near the Charles County and Prince George's County line will provide the final phase of a north/south route for local vehicular traffic within Waldorf, serving as an alternate to US 301. Consistent with the Charles County Comprehensive Plan, Western Parkway will parallel US 301, resulting in a grid network street pattern. This additional north/south route will provide greater roadway connectivity and increased traffic circulation patterns, while ultimately relieving some traffic congestion on US 301/Crain Highway.

Planning Commission Comments: Project is consistent with Comprehensive Plan. (Rating #1)
PRIORITY

EXPENSE BUDGET	**FY 2022**	**FY 2023**	**FY 2024**	**FY 2025**	**FY 2026**	**5-Year Total '22-'26**	**Approp. thru FY21**	**Beyond FY 2026**	**Project Total**
Architectural & Engineering	($172)	($172)	$0	$0	$0	($344)	$1,069	$0	$725
Land & ROW	0	0	0	0	0	0	4,449	0	4,449
Construction	988	913	0	0	0	1,900	7,500	0	9,400
Equipment	0	0	0	0	0	0	0	0	0
Administration	61	56	0	0	0	117	414	0	531
Administration - FAS	5	5	0	0	0	10	9	0	19
Inspection	0	0	0	0	0	0	350	0	350
Miscellaneous	6	6	0	0	0	12	242	0	254
Contingency	82	74	0	0	0	156	750	0	906
Total Outlay	**$970**	**$882**	**$0**	**$0**	**$0**	**$1,851**	**$14,783**	**$0**	**$16,634**
FINANCING SOURCES									
Bonds (20 year)	$970	$882	$0	$0	$0	$1,851	$14,783	$0	$16,634
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$970	$882	$0	$0	$0	$1,851	$14,783	$0	$16,634
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: _____	0	0	0	0	0	0	0	0	0
Total Funding	**$970**	**$882**	**$0**	**$0**	**$0**	**$1,851**	**$14,783**	**$0**	**$16,634**

Operating Budget Impact	**FY 2022**	**FY 2023**	**FY 2024**	**FY 2025**	**FY 2026**	**Approp. thru FY21**	**Beyond FY 2026**
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	1,329.6	1,399.4	1,399.4	1,399.4	1,399.4	1,329.6	1,399.4
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$1,329.6**	**$1,399.4**	**$1,399.4**	**$1,399.4**	**$1,399.4**	**$1,329.6**	**$1,399.4**

LOCATION: **COMMISSIONER DISTRICT:**

Waldorf: Pierce Road north to US 301 near the Charles County and Prince George's County line 3

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2022

($ in thousands)

PROJECT NAME: **Requested By:** PGM

Turkey Hill Road Reconstruction **Project #:**

Safety Committee Recommendation

Design and reconstruct Turkey Hill Road to improve safety, drainage, and diver visibility from MD 227 to US 301, including re-alignment as necessary. Lane capacity, right-of-way needs and approximate alignment modifications will be determined during the feasibility study phase. The project will include the necessary improvements to the intersections with MD 227 and US 301, a flood analysis and requisite drainage improvements, stormwater management and land acquisition.

Planning Commission Comments: Project is consistent with Comprehensive Plan. (Rating #1)

PRIORITY

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$0	$0	$0	$200	$301	$501	$0	$0	$501
Land & ROW	0	0	0	0	270	270	0	0	270
Construction	0	0	0	0	250	250	0	3,268	3,518
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	0	25	55	80	0	195	275
Administration - FAS	0	0	0	6	6	12	0	18	30
Inspection	0	0	0	0	11	11	0	279	290
Miscellaneous	0	0	0	5	5	10	0	569	579
Contingency	0	0	0	20	25	45	0	534	579
Total Outlay	**$0**	**$0**	**$0**	**$256**	**$923**	**$1,179**	**$0**	**$4,863**	**$6,042**
FINANCING SOURCES									
Bonds	$0	$0	$0	$256	$923	$1,179	$0	$4,863	$6,042
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$0	$0	$0	$256	$923	$1,179	$0	$4,863	$6,042
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: _____	0	0	0	0	0	0	0	0	0
Total Funding	**$0**	**$0**	**$0**	**$256**	**$923**	**$1,179**	**$0**	**$4,863**	**$6,042**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	0.0	0.0	0.0	0.0	18.8	0.0	444.6
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$18.8**	**$0.0**	**$444.6**

LOCATION: **COMMISSIONER DISTRICT:**

Turkey Hill Road 2

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2022

($ in thousands)

PROJECT NAME: **Requested By:** DPW
Route 301 South Bound Lane and Traffic Signal Improvements **Project #:** 2270

Design and construct required SHA improvements along Route 301 southbound lane and traffic signal improvements at Mattawoman/Beantown Road.

Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent. (Rating #2)

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$132	$132	$0	$0	$0	$264	$0	$0	$264
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	945	945	0	0	0	1,890	0	0	1,890
Equipment	0	0	0	0	0	0	0	0	0
Administration	95	95	0	0	0	190	0	0	190
Administration - FAS	5	5	0	0	0	10	0	0	10
Inspection	104	104	0	0	0	208	0	0	208
Miscellaneous	12	12	0	0	0	24	0	0	24
Contingency	126	126	0	0	0	252	0	0	252
Total Outlay	**$1,419**	**$1,419**	**$0**	**$0**	**$0**	**$2,838**	**$0**	**$0**	**$2,838**
FINANCING SOURCES									
Bonds	$1,169	$1,169	$0	$0	$0	$2,338	$0	$0	$2,338
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$1,169	$1,169	$0	$0	$0	$2,338	$0	$0	$2,338
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: _____	250	250	0	0	0	500	0	0	500
Total Funding	**$1,419**	**$1,419**	**$0**	**$0**	**$0**	**$2,838**	**$0**	**$0**	**$2,838**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	0.0	84.9	84.9	84.9	84.9	0.0	84.9
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$0.0**	**$84.9**	**$84.9**	**$84.9**	**$84.9**	**$0.0**	**$84.9**

LOCATION: **COMMISSIONER DISTRICT:**
Waldorf, MD 3

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2022

($ in thousands)

PROJECT NAME: **Requested By:** DPW
Pinefield Road/Md. Route 5 Business Intersection Improvements **Project #:** 2271

Design and construct roadway improvements at Md. Bus. Route 5/Pinefield Road Intersection.

Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent. (Rating #2)

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$82	$82	$0	$0	$0	$164	$0	$0	$164
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	450	450	0	0	0	900	0	0	900
Equipment	0	0	0	0	0	0	0	0	0
Administration	54	54	0	0	0	108	0	0	108
Administration - FAS	5	5	0	0	0	10	0	0	10
Inspection	96	96	0	0	0	192	0	0	192
Miscellaneous	8	8	0	0	0	16	0	0	16
Contingency	72	71	0	0	0	143	0	0	143
Total Outlay	**$766**	**$766**	**$0**	**$0**	**$0**	**$1,532**	**$0**	**$0**	**$1,532**
FINANCING SOURCES									
Bonds (20 year)	$766	$766	$0	$0	$0	$1,532	$0	$0	$1,532
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$766	$766	$0	$0	$0	$1,532	$0	$0	$1,532
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: _____	0	0	0	0	0	0	0	0	0
Total Funding	**$766**	**$766**	**$0**	**$0**	**$0**	**$1,532**	**$0**	**$0**	**$1,532**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	0.0	55.6	55.6	55.6	55.6	0.0	55.6
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$0.0**	**$55.6**	**$55.6**	**$55.6**	**$55.6**	**$0.0**	**$55.6**

LOCATION: **COMMISSIONER DISTRICT:**
Waldorf, MD 3

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2022

($ in thousands)

PROJECT NAME: **Requested By:** DPW
Substation Road Improvements **Project #:** 2264

Design and construct the following roadway improvements:
- Substation Road Half-section improvements
- Md. Route 5 at Pinefield Road Intersection
- Business Route 5 Intersection

Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent. (Rating #2)

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$99	$99	$0	$0	$0	$198	$0	$0	$198
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	618	618	0	0	0	1,236	0	0	1,236
Equipment	0	0	0	0	0	0	0	0	0
Administration	67	67	0	0	0	134	0	0	134
Administration - FAS	5	5	0	0	0	10	0	0	10
Inspection	105	105	0	0	0	210	0	0	210
Miscellaneous	9	9	0	0	0	18	0	0	18
Contingency	90	90	0	0	0	180	0	0	180
Total Outlay	**$993**	**$993**	**$0**	**$0**	**$0**	**$1,986**	**$0**	**$0**	**$1,986**
FINANCING SOURCES									
Bonds (20 year)	$993	$993	$0	$0	$0	$1,986	$0	$0	$1,986
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$993	$993	$0	$0	$0	$1,986	$0	$0	$1,986
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: _____	0	0	0	0	0	0	0	0	0
Total Funding	**$993**	**$993**	**$0**	**$0**	**$0**	**$1,986**	**$0**	**$0**	**$1,986**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	0.0	72.1	72.1	72.1	72.1	0.0	72.1
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$0.0**	**$72.1**	**$72.1**	**$72.1**	**$72.1**	**$0.0**	**$72.1**

LOCATION: **COMMISSIONER DISTRICT:**
Waldorf, Md 3

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2022

($ in thousands)

PROJECT NAME: **Requested By:** **DPW**
Project #: **2273**

Bridge Replacement Program

Replace deteriorating bridges within the county. Bridges are inspected on a bi-annual basis. Bridge may be eligible for Federal Bridge funding. The following bridges are currently being considered for repairs:
- Currently Approved Projects: Trinity Church Road Bridge & Poplar Hill Bridge (currently estimated at $3,590,000) over the Zekiah Swamp: Due to receiving low ratings during bi-annual bridge inspections. Stine's Store Road Bridge (currently estimated at $250,000).
- Celestial Lane over Swanson Creek (CH0024001): Re-line 3 ea. 10' and 1 ea. 8' diameter corrugated metal drainage pipe using full circumference concrete lining to repair and address continued rusting and deterioration as identified in the 2017 and 2019 bridge inspection reports ($217,000).
- Davis Road Bridge (CH0011001): Remove and replace existing deteriorating asphalt roadway surface, deck pans, and reset existing expansion joint assemblies as identified in the 2017 and 2019 bridge inspection reports. Bridge engineer to evaluate the possibility of retrofitting the existing bridge asphalt roadway surface deck with a concrete roadway surface and perform design if found to be feasible ($271,000).
- Bryantown Road Bridge (CH0033001): Repair all concrete spalling and seal all cracks observed and identified on the concrete beams, decking, and abutments as identified in the 2017 and 2019 bridge inspection reports. Bridge engineer to provide concrete specifications and details for cast-in place repairs ($100,000).

Total Construction = $588,000 for requested projects.
Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent. (Rating #2)

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$60	$0	$0	$0	$0	$60	$0	$0	$60
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	588	0	0	0	588	0	0	588
Equipment	0	0	0	0	0	0	0	0	0
Administration	6	45	0	0	0	51	0	0	51
Administration - FAS	5	5	0	0	0	10	0	0	10
Inspection	0	29	0	0	0	29	0	0	29
Miscellaneous	0	12	0	0	0	12	0	0	12
Contingency	0	59	0	0	0	59	0	0	59
Total Outlay	**$71**	**$738**	**$0**	**$0**	**$0**	**$809**	**$0**	**$0**	**$809**
FINANCING SOURCES									
Bonds (20 year)	$71	$738	$0	$0	$0	$809	$0	$0	$809
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$71	$738	$0	$0	$0	$809	$0	$0	$809
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: _____	0	0	0	0	0	0	0	0	0
Total Funding	**$71**	**$738**	**$0**	**$0**	**$0**	**$809**	**$0**	**$0**	**$809**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	0.0	5.2	5.2	5.2	5.2	0.0	5.2
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$0.0**	**$5.2**	**$5.2**	**$5.2**	**$5.2**	**$0.0**	**$5.2**

LOCATION: **COMMISSIONER DISTRICT:**
Various 1 and 2

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2022

($ in thousands)

PROJECT NAME: **Requested By:** DPW

Old Washington Road Reconstruction **Project #:**

N

As part of the implementation of the Waldorf Urban Design Study, reconstruction of portions of Old Washington Road is necessary to support increase in North-South traffic flow and overall traffic circulation. This route is a vital link to supporting commercial businesses in the Waldorf community. Old Washington Road is not only a North-South link, but will also support East-West connectivity between Western Parkway, US Rte 201, and Post Office Road, via projects such as Holly Lane and Acton Lane.

Phase 1: Leonardtown Road to 500 North of Central Avenue
Phase 2: Intersection of Phase 1 to Acton Lane

Planning Commission Comments: Project is consistent with Comprehensive Plan. (Rating #1)
PRIORITY

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$0	$0	$0	$0	$0	$0	$540	$0	$540
Land & ROW	(2,285)	0	0	0	0	(2,285)	7,000	1,028	5,743
Construction	2,285	0	0	0	0	2,285	4,460	1,680	8,425
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	0	0	0	0	172	84	256
Administration - FAS	0	0	0	0	0	0	12	6	18
Inspection	0	0	0	0	0	0	258	0	258
Miscellaneous	0	0	0	0	0	0	258	0	258
Contingency	0	0	0	0	0	0	557	0	557
Total Outlay	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$13,257**	**$2,798**	**$16,055**
FINANCING SOURCES									
Bonds (20 year)	$0	$0	$0	$0	$0	$0	$13,257	$2,798	$16,055
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$0	$0	$0	$0	$0	$0	$13,257	$2,798	$16,055
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: _____	0	0	0	0	0	0	0	0	0
Total Funding	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$13,257**	**$2,798**	**$16,055**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	0.0	0.0	0.0	0.0	0.0	1,192.3	205.9
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$1,192.3**	**$205.9**

LOCATION: **COMMISSIONER DISTRICT:**

Waldorf, MD 3

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2022

($ in thousands)

PROJECT NAME: **Requested By:** **PGM**

Billingsley Rd at Bensville Rd Intersection Improvements **Project #:** **2274**

Intersection improvements are necessary to relieve increasing delays. This project will include the design and construction of the approach of Billingsley Road at Bensville Road, stormwater management, and the required land acquisition and easements. Partial funding will be from Developer contributions per their conditions of approval by the Planning Commission.

Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent. (Rating #2)

PRIORITY

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$150	$0	$0	$0	$0	$150	$0	$0	$150
Land & ROW	25	0	0	0	0	25	0	0	25
Construction	740	0	0	0	0	740	0	0	740
Equipment	0	0	0	0	0	0	0	0	0
Administration	30	0	0	0	0	30	0	0	30
Administration - FAS	3	0	0	0	0	3	0	0	3
Inspection	20	0	0	0	0	20	0	0	20
Miscellaneous	7	0	0	0	0	7	0	0	7
Contingency	75	0	0	0	0	75	0	0	75
Total Outlay	**$1,050**	**$0**	**$0**	**$0**	**$0**	**$1,050**	**$0**	**$0**	**$1,050**
FINANCING SOURCES									
Bonds (20 year)	$753	$0	$0	$0	$0	$753	$0	$0	$753
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$753	$0	$0	$0	$0	$753	$0	$0	$753
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: _____	297	0	0	0	0	297	0	0	297
Total Funding	**$1,050**	**$0**	**$0**	**$0**	**$0**	**$1,050**	**$0**	**$0**	**$1,050**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	0.0	54.7	54.7	54.7	54.7	0.0	54.7
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$0.0**	**$54.7**	**$54.7**	**$54.7**	**$54.7**	**$0.0**	**$54.7**

LOCATION: **COMMISSIONER DISTRICT:**

Waldorf, MD 2

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2022

($ in thousands)

PROJECT NAME: **Requested By:** **PGM**

Waldorf Urban Redevelopment Corridor Stormwater Outfall **Project #:** **2275**

A comprehensive drainage design is needed to properly manage storm events with the Waldorf Urban Redevelopment Corridor (WURC). Detailed engineering is needed to design a collection system and distribute the drainage to appropriate points of outfall. This will include addressing various inadequacies in the existing discharge points to the CSX Railroad culverts. The project will redesign the area infrastructure to accommodate the 2- and 10-year storm events on-site, and the 100-year storm events off-site. This project will provide a preliminary design study, final design and coordinate with CSX to provide the proper size culverts to pass the 100-year frequency storm through the CSX embankment and the necessary culverts and ditches downstream to safely pass to an adequate outfall channel discharge point. This may entail the design and construction of a large downstream regional pond to control the rate of outflow to protect downstream properties. Easements and/or right of way will be necessary to obtain the right to convey the water.

Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent. (Rating #2)
PRIORITY

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$26	$200	$20	$0	$0	$246	$124	$0	$370
Land & ROW	0	30	5	0	0	35	10	0	45
Construction	0	0	0	0	0	0	0	0	0
Equipment	0	0	0	0	0	0	0	0	0
Administration	27	50	5	0	0	82	3	0	85
Administration - FAS	5	5	5	0	0	15	0	0	15
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	3	5	5	0	0	13	2	0	15
Contingency	5	5	5	0	0	15	0	0	15
Total Outlay	**$66**	**$295**	**$45**	**$0**	**$0**	**$406**	**$139**	**$0**	**$545**
FINANCING SOURCES									
Bonds (20 year)	$0	$0	$0	$0	$0	$0	$0	$0	$0
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer General Fund	66	295	45	0	0	406	139	0	545
Total County Funding	$66	$295	$45	$0	$0	$406	$139	$0	$545
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: _____	0	0	0	0	0	0	0	0	0
Total Funding	**$66**	**$295**	**$45**	**$0**	**$0**	**$406**	**$139**	**$0**	**$545**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**

LOCATION: **COMMISSIONER DISTRICT:**

Waldorf, MD 3

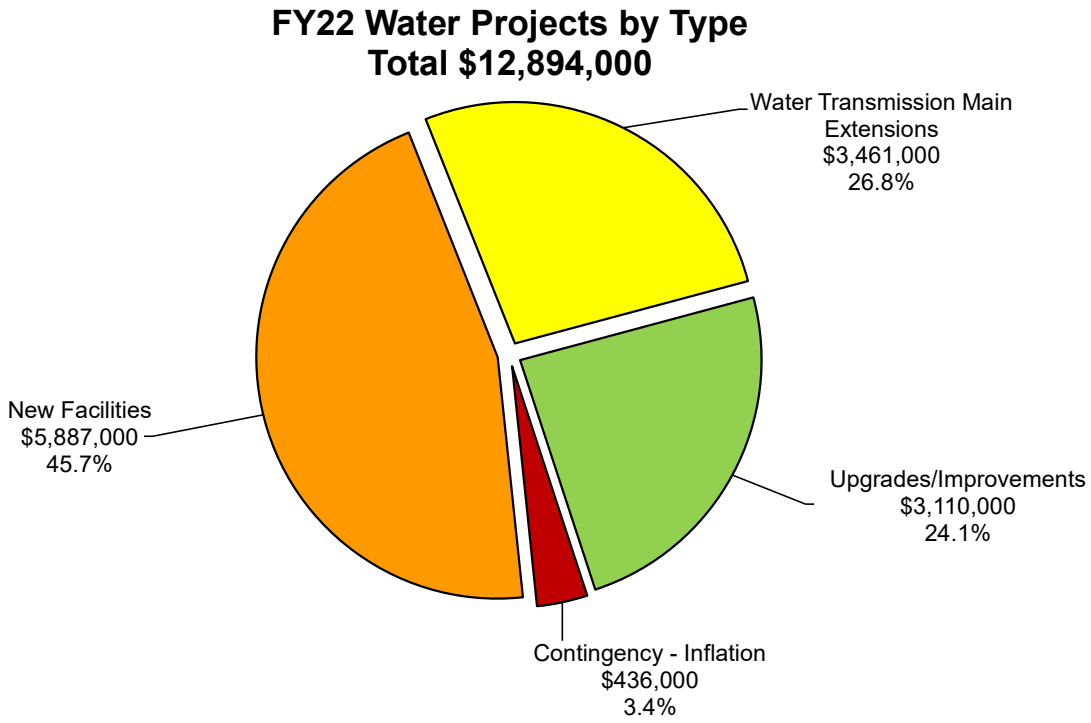
APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2022
($ in thousands)

WATER SUMMARY

The County owns, maintains and constructs central water systems located throughout the County. New systems are built to accommodate growth, and often, developer contributions for part of the system are dedicated to the County. Infrastructure as a result of new growth is financed by a capital charge, referred to as a "connection fee," and collected from the home builder. Other capital costs for renovations, rehabilitations, and improvements to service existing customers are recovered through user fee revenues and/or special assessment assessed per household.

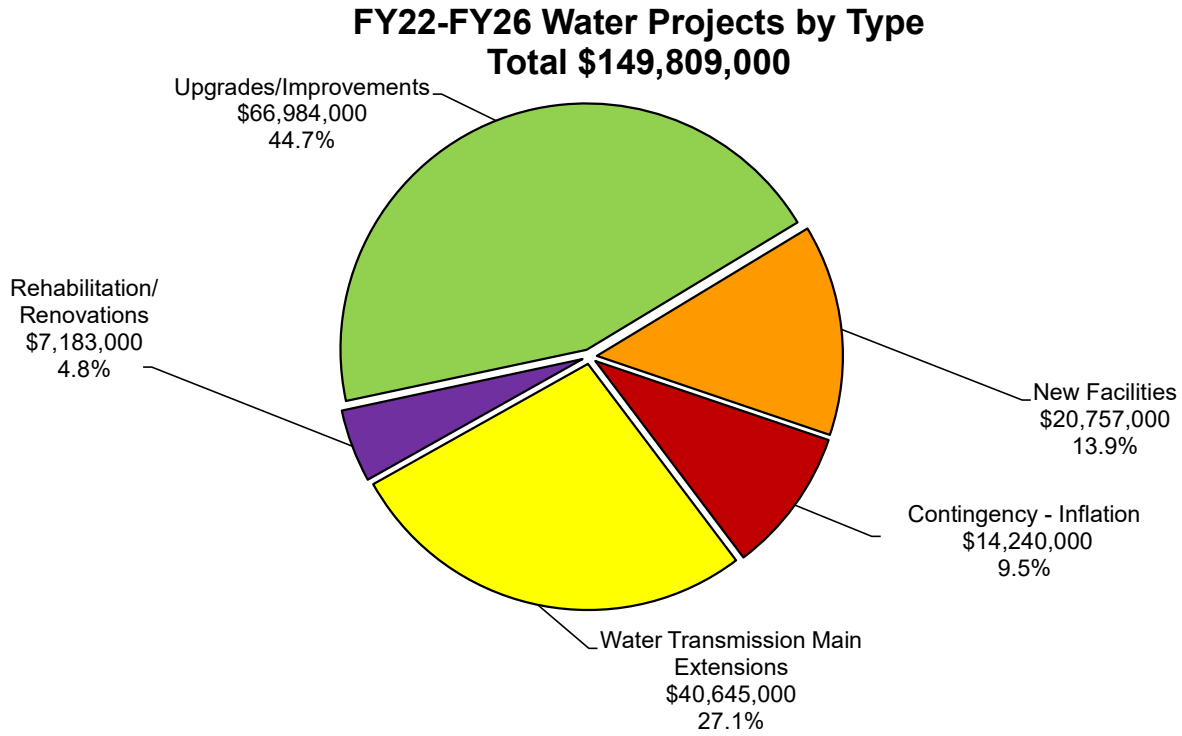
EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$3,580	$6,755	$4,233	$871	$676	$16,114	$5,309	$18,102	$39,525
Land & ROW	673	2,052	336	0	0	3,061	754	4,482	8,297
Construction	5,896	18,913	34,789	36,909	13,131	109,638	25,939	167,451	303,028
Equipment	0	0	69	71	74	214	219	76	508
Administration	1,071	1,611	1,302	885	581	5,449	1,598	4,229	11,275
Administration - FAS	85	120	81	73	42	398	96	43	537
Inspection	180	1,041	1,870	1,940	777	5,808	1,719	1,165	8,692
Miscellaneous	145	179	240	306	0	870	602	1,500	2,972
Contingency	1,264	2,496	3,441	3,803	1,315	12,318	2,544	18,479	33,341
Total Outlay	**$12,894**	**$33,167**	**$46,361**	**$44,857**	**$16,595**	**$153,873**	**$38,779**	**$215,527**	**$408,179**
FINANCING SOURCES									
Bonds	$12,894	$33,167	$46,298	$44,795	$16,595	$153,748	$38,779	$215,527	$408,054
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	63	63	0	125	0	0	125
Total County Funding	12,894	33,167	46,361	44,857	16,595	153,873	38,779	215,527	408,179
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: _____	0	0	0	0	0	0	0	0	0
Total Funding	**$12,894**	**$33,167**	**$46,361**	**$44,857**	**$16,595**	**$153,873**	**$38,779**	**$215,527**	**$408,179**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	-273.8
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**-$273.8**
Debt Service: Bonds	3,466.0	4,560.7	7,348.5	10,788.8	14,092.8	3,466.0	30,184.8
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$2,430.5**	**$3,212.4**	**$4,990.2**	**$9,335.3**	**$11,646.2**	**$3,466.0**	**$29,911.0**
Increase to Water User Fee:	**$0.60**	**$0.72**	**$1.15**	**$1.62**	**$2.33**	**59.5¢**	**$5.51**



New Facilities include the Waldorf Well #17, Waldorf Water Tower #6, Hughesville Water Line and the Potomac River Water Supply Treatment Plant. Upgrades/Improvements include Satellite Water Facility Upgrades, WSSC Waldorf Interconnection and Waldorf Fire House Water Tower Replacement and Benedict Water Improvement System. Water Transmission Main Extensions includes projects to interconnect various water systems together throughout the County.

For FY2022 all of the Water Projects are being bond financed.



New Facilities include Waldorf Well #17, the Gleneagles 2MG Water Tower, the Bryans Road 2MG Water Tower, the Waldorf Water Tower #6, the Hughesville Water Line and the Potomac River Water Supply Treatment Plant. Water Transmission Main Extensions includes projects to interconnect various water systems together throughout the County.

Financing the debt service associated with bonds for water projects is recovered primarily from water customer connection and user fees.

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2022
($ in thousands)

PROJECT NAME: **Water User** 100% **Requested By:** DPW
Underground Infrastructure Repairs **Water Connection** 0%

To provide necessary repairs/replacements to various water systems that include, but are not limited to the following: Excavate and replace corroded bonnet bolts on underground valves in Lexington, Wexford, and other areas of the County. The bolts are only 11 years old but have already begun to fail because stainless steel was not used in the original construction. Also need to excavate and replace corroded steel service saddles in Pinefield which are approaching 40 years of service life. These have begun to fail and repairing them only as breaks occur results in unscheduled outages, unplanned emergency repair work involving larger excavations, and more extensive restoration, all of which are far more costly. This project also includes replacement/modifications of portions of aging water systems in Strawberry Hills (Boxwood Circle) and other areas of the County.

Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent (Rating #2)

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$0	$45	$45	$45	$45	$180	$45	$45	$270
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	650	650	650	650	2,600	1,840	650	5,090
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	45	45	45	45	180	51	45	276
Administration - FAS	0	5	5	6	6	22	8	6	36
Inspection	0	125	125	125	125	500	125	125	750
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	65	65	65	65	260	245	65	570
Total Outlay	**$0**	**$935**	**$935**	**$936**	**$936**	**$3,742**	**$2,315**	**$936**	**$6,993**
FINANCING SOURCES									
Bonds (15 Year)	$0	$935	$935	$936	$936	$3,742	$2,315	$936	$6,993
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$0	$935	$935	$936	$936	$3,742	$2,315	$936	$6,993
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$0**	**$935**	**$935**	**$936**	**$936**	**$3,742**	**$2,315**	**$936**	**$6,993**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	202.0	202.0	285.8	369.9	454.1	202.0	622.4
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$202.0**	**$202.0**	**$285.8**	**$369.9**	**$454.1**	**$202.0**	**$622.4**
Increase to Water User Fee:	**8.6¢**	**8.5¢**	**11.9¢**	**15.1¢**	**18.3¢**	**8.6¢**	**24.7¢**

LOCATION: Development District

COMMISSIONER DISTRICT: County wide, all Districts

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2022

($ in thousands)

PROJECT NAME:

St. Charles Parkway and Rosewick Connection

Water User	**25%**	**Requested By:**	**DPW**
Water Connection	**75%**	**Project #:**	**6156**

This project will cooperatively extend the Waldorf water system to the Town of LaPlata water system along St. Charles Parkway/Rosewick Road. This is part of a phased approach to interconnect the Waldorf Water System with satellite water systems in the southern region of the County to continue to provide a healthy, sustainable water supply. This project will also help control rising costs associated with operating and maintaining multiple small satellite community water systems once the interconnection is completed. **Formerly South County Water Transmission Phase III.**

Planning Commission Comments: Project is consistent with Comprehensive Plan. (Rating #1)

PRIORITY

EXPENSE BUDGET	**FY 2022**	**FY 2023**	**FY 2024**	**FY 2025**	**FY 2026**	**5-Year Total '22-'26**	**Approp. thru FY21**	**Beyond FY 2026**	**Project Total**
Architectural & Engineering	$375	$225	$175	$0	$0	$775	$0	$0	$775
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	1,700	3,425	0	0	5,125	0	0	5,125
Equipment	0	0	0	0	0	0	0	0	0
Administration	75	75	75	0	0	225	0	0	225
Administration - FAS	5	5	5	0	0	15	0	0	15
Inspection	0	75	175	0	0	250	0	0	250
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	170	343	0	0	513	0	0	513
Total Outlay	**$455**	**$2,250**	**$4,198**	**$0**	**$0**	**$6,903**	**$0**	**$0**	**$6,903**
FINANCING SOURCES									
Bonds (15 Year)	$455	$2,250	$4,198	$0	$0	$6,903	$0	$0	$6,903
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$455	$2,250	$4,198	$0	$0	$6,903	$0	$0	$6,903
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$455**	**$2,250**	**$4,198**	**$0**	**$0**	**$6,903**	**$0**	**$0**	**$6,903**

Operating Budget Impact	**FY 2022**	**FY 2023**	**FY 2024**	**FY 2025**	**FY 2026**	**Approp. thru FY21**	**Beyond FY 2026**
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	0.0	40.5	242.2	619.7	619.7	0.0	619.7
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$0.0**	**$40.5**	**$242.2**	**$619.7**	**$619.7**	**$0.0**	**$619.7**
Increase to Water User Fee:	**0.0¢**	**0.4¢**	**2.5¢**	**6.3¢**	**6.2¢**	**0.0¢**	**6.2¢**

LOCATION:

Southern portion of the County

COMMISSIONER DISTRICT:

1 and 2

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2022
($ in thousands)

PROJECT NAME:
Bel Alton and Chapel Point Connection

Water User	**100%**	**Requested By:**	**DPW**
Water Connection	**0%**	**Project #:**	**6157**

This project will cooperatively extend the Town of LaPlata water system to the Chapel Pt. and Bel Alton areas, including the Charles County Fairgrounds. This project also includes installation of a 250,000 gallon elevated storage tank in the Chapel Pt. area to support the water system. This is part of a phased approach to interconnect the Waldorf Water System with satellite water systems in the southern region of the County to continue to provide a healthy, sustainable water supply. This project will also help control rising costs associated with operating and maintaining multiple small satellite community water systems once the interconnection is completed. **Formerly South County Water Transmission Phase II.**

Planning Commission Comments: Project is consistent with Comprehensive Plan. (Rating #1)
PRIORITY

EXPENSE BUDGET	**FY 2022**	**FY 2023**	**FY 2024**	**FY 2025**	**FY 2026**	**5-Year Total '22-'26**	**Approp. thru FY21**	**Beyond FY 2026**	**Project Total**
Architectural & Engineering	$458	$458	$458	$175	$175	$1,724	$0	$0	$1,724
Land & ROW	65	210	135	0	0	410	0	0	410
Construction	0	0	0	6,765	6,765	13,530	0	0	13,530
Equipment	0	0	0	0	0	0	0	0	0
Administration	75	75	75	75	75	375	0	0	375
Administration - FAS	5	5	5	6	6	27	0	0	27
Inspection	0	0	0	238	238	475	0	0	475
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	0	0	677	677	1,354	0	0	1,354
Total Outlay	**$603**	**$748**	**$673**	**$7,936**	**$7,936**	**$17,895**	**$0**	**$0**	**$17,895**
FINANCING SOURCES									
Bonds (15 Year)	$603	$748	$673	$7,936	$7,936	$17,895	$0	$0	$17,895
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$603	$748	$673	$7,936	$7,936	$17,895	$0	$0	$17,895
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$603**	**$748**	**$673**	**$7,936**	**$7,936**	**$17,895**	**$0**	**$0**	**$17,895**

Operating Budget Impact	**FY 2022**	**FY 2023**	**FY 2024**	**FY 2025**	**FY 2026**	**Approp. thru FY21**	**Beyond FY 2026**
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	(216.2)
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**($216.2)**
Debt Service: Bonds	0.0	53.7	120.7	181.2	895.0	0.0	1,608.7
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$0.0**	**$53.7**	**$120.7**	**$181.2**	**$895.0**	**$0.0**	**$1,392.5**
Increase to Water User Fee:	**0.0¢**	**2.3¢**	**5.0¢**	**7.4¢**	**36.1¢**	**0.0¢**	**55.3¢**

LOCATION:
Southern portion of the County

COMMISSIONER DISTRICT:
1

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2022
($ in thousands)

PROJECT NAME:
Ellenwood, Mariellen and Newtown Connection

Water User	**100%**	**Requested By:**	**DPW**
Water Connection	**0%**	**Project #:**	**6158**

This project will cooperatively extend the Town of LaPlata water system to Ellenwood, Mariellen, and Newtown areas. This is part of a phased approach to interconnect the Waldorf Water System with satellite water systems in the southern region of the County to continue to provide a healthy, sustainable water supply. This project will also help control rising costs associated with operating and maintaining multiple small satellite community water systems once the interconnection is completed. **Formerly South County Water Transmission Phase I.**

Planning Commission Comments: Project is consistent with Comprehensive Plan. (Rating #1)
PRIORITY

EXPENSE BUDGET	**FY 2022**	**FY 2023**	**FY 2024**	**FY 2025**	**FY 2026**	**5-Year Total '22-'26**	**Approp. thru FY21**	**Beyond FY 2026**	**Project Total**
Architectural & Engineering	$125	$125	$125	$125	$125	$625	$0	$0	$625
Land & ROW	25	75	50	0	0	150	0	0	150
Construction	0	0	0	1,475	1,475	2,950	0	0	2,950
Equipment	0	0	0	0	0	0	0	0	0
Administration	75	75	75	75	75	375	0	0	375
Administration - FAS	5	5	5	6	6	27	0	0	27
Inspection	0	0	0	125	125	250	0	0	250
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	0	0	148	148	296	0	0	296
Total Outlay	**$230**	**$280**	**$255**	**$1,954**	**$1,954**	**$4,673**	**$0**	**$0**	**$4,673**
FINANCING SOURCES									
Bonds (15 Year)	$230	$280	$255	$1,954	$1,954	$4,673	$0	$0	$4,673
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$230	$280	$255	$1,954	$1,954	$4,673	$0	$0	$4,673
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$230**	**$280**	**$255**	**$1,954**	**$1,954**	**$4,673**	**$0**	**$0**	**$4,673**

Operating Budget Impact	**FY 2022**	**FY 2023**	**FY 2024**	**FY 2025**	**FY 2026**	**Approp. thru FY21**	**Beyond FY 2026**
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	(102.8)
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**($102.8)**
Debt Service: Bonds	0.0	20.5	45.6	68.5	244.2	0.0	420.0
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$0.0**	**$20.5**	**$45.6**	**$68.5**	**$244.2**	**$0.0**	**$317.2**
Increase to Water User Fee:	**0.0¢**	**0.9¢**	**1.9¢**	**2.8¢**	**9.8¢**	**0.0¢**	**12.6¢**

LOCATION:
Southern portion of the County

COMMISSIONER DISTRICT:
1

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2022

($ in thousands)

PROJECT NAME:
Satellite Water Facility Upgrades

Water User 100% **Requested By:** DPW
Water Connection 0% **Project #:** 6093

To provide necessary upgrades to various satellite water facilities that include, but are not limited to the following: Install generator with automatic transfer switch for power distribution system reliability (Swan Point, Bel Alton, Spring Valley, Beantown Woodley, Newtown Village, Mariellen, Ellenwood, St. Anne's), Jude House Reverse Osmosis system, coating replacement at Chapel Pt. Woods standpipe, Jude House Well Replacement, installation of additional standpipe at Chapel Pt. Woods, improvements at various well sites (St. Paul's Well, Oakwood Well, Spring Valley Well, Avon Crest, Beantown Woodley Well, Swan Pt. Wells #1 & #2, Newtown Village Wells, Piney Church, Westwood, Mattawoman-Beantown, Smallwood), and abandonment of various well sites (Adelphi, Eutaw Forest, Wooster, Laurel Branch).

Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent (Rating #2)

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$125	$125	$125	$125	$125	$625	$680	$125	$1,430
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	675	675	675	675	675	3,375	1,531	675	5,581
Equipment	0	0	0	0	0	0	0	0	0
Administration	45	45	45	45	45	225	94	45	364
Administration - FAS	5	5	5	6	6	27	11	6	44
Inspection	68	68	68	68	68	340	343	68	751
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	68	68	68	68	68	340	428	68	836
Total Outlay	**$986**	**$986**	**$986**	**$987**	**$987**	**$4,932**	**$3,087**	**$987**	**$9,006**
FINANCING SOURCES									
Bonds (15 Year)	$986	$986	$986	$987	$987	$4,932	$3,087	$987	$9,006
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$986	$986	$986	$987	$987	$4,932	$3,087	$987	$9,006
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$986**	**$986**	**$986**	**$987**	**$987**	**$4,932**	**$3,087**	**$987**	**$9,006**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	269.4	357.1	445.5	534.2	623.0	269.4	800.5
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$269.4**	**$357.1**	**$445.5**	**$534.2**	**$623.0**	**$269.4**	**$800.5**
Increase to Water User Fee:	**11.5¢**	**15.0¢**	**18.5¢**	**21.9¢**	**25.1¢**	**11.5¢**	**31.8¢**

LOCATION:
Various locations, see description above

COMMISSIONER DISTRICT:
County wide, all Districts

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2022
($ in thousands)

PROJECT NAME: **Water User** 0% **Requested By:** PGM
Gleneagles 2MG Water Tower **Water Connection** 100% **Project #:** 6109

Additional fire storage volume and another tank is needed to equalize pressure in the water distribution system along Rosewick Road. Residents are experiencing low water pressure. This project is for the acquisition of a tower site, design, and construction.

Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent (Rating #2)

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$0	$0	$0	$0	$0	$0	$500	$0	$500
Land & ROW	0	0	0	0	0	0	150	0	150
Construction	0	1,666	0	0	0	1,666	3,334	0	5,000
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	60	0	0	0	60	173	0	233
Administration - FAS	0	5	0	0	0	5	6	0	11
Inspection	0	30	0	0	0	30	60	0	90
Miscellaneous	0	0	0	0	0	0	10	0	10
Contingency	0	90	0	0	0	90	180	0	270
Total Outlay	**$0**	**$1,851**	**$0**	**$0**	**$0**	**$1,851**	**$4,413**	**$0**	**$6,264**
FINANCING SOURCES									
Bonds (15 Year)	$0	$1,851	$0	$0	$0	$1,851	$4,413	$0	$6,264
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$0	$1,851	$0	$0	$0	$1,851	$4,413	$0	$6,264
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$0**	**$1,851**	**$0**	**$0**	**$0**	**$1,851**	**$4,413**	**$0**	**$6,264**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	385.1	385.1	551.0	551.0	551.0	385.1	551.0
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$385.1**	**$385.1**	**$551.0**	**$551.0**	**$551.0**	**$385.1**	**$551.0**
Increase to Water User Fee:	**0.0¢**	**0.0¢**	**0.0¢**	**0.0¢**	**0.0¢**	**0.0¢**	**0.0¢**

LOCATION: **COMMISSIONER DISTRICT:**
St. Charles, Rosewick Road (proposed location) 2

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2022

($ in thousands)

PROJECT NAME: **Water User** 0% **Requested By:** PGM

Bryans Road 2MG Water Tower **Water Connection** 100% **Project #:** 6129

The Bryans Road has only a single tower providing system pressure and fire storage to the area's water system. An additional storage tower is needed to provide redundancy to the public water system. This project will provide the design and construction of a two (2) million gallon elevated water tower.

Planning Commission Comments: Project is consistent with Comprehensive Plan. (Rating #1)

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$0	$0	$0	$0	$0	$0	$300	$0	$300
Land & ROW	0	0	0	0	0	0	7	0	7
Construction	0	2,925	0	0	0	2,925	1,675	0	4,600
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	150	0	0	0	150	110	0	260
Administration - FAS	0	5	0	0	0	5	6	0	11
Inspection	0	90	0	0	0	90	50	0	140
Miscellaneous	0	31	0	0	0	31	17	0	48
Contingency	0	295	0	0	0	295	185	0	480
Total Outlay	**$0**	**$3,496**	**$0**	**$0**	**$0**	**$3,496**	**$2,350**	**$0**	**$5,846**
FINANCING SOURCES									
Bonds (15 Year)	$0	$3,496	$0	$0	$0	$3,496	$2,350	$0	$5,846
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$0	$3,496	$0	$0	$0	$3,496	$2,350	$0	$5,846
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$0**	**$3,496**	**$0**	**$0**	**$0**	**$3,496**	**$2,350**	**$0**	**$5,846**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	205.1	205.1	518.4	518.4	518.4	205.1	518.4
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$205.1**	**$205.1**	**$518.4**	**$518.4**	**$518.4**	**$205.1**	**$518.4**
Increase to Water User Fee:	**0.0¢**	**0.0¢**	**0.0¢**	**0.0¢**	**0.0¢**	**0.0¢**	**0.0¢**

LOCATION: **COMMISSIONER DISTRICT:**

Md. Route 224 at Bumpy Oak Road 2

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2022
($ in thousands)

PROJECT NAME: **Water User** 0% **Requested By:** PGM
Hughesville Water Line **Water Connection** 100% **Project #:** 6114

Design and construct a water system to serve the Village of Hughesville, including approximately 9,000 linear feet of water mains and distribution lines, elevated storage facilities, and water supply wells. This includes design, permitting, land acquisition for these facilities, and construction.

Planning Commission Comments: Project is consistent with Comprehensive Plan. (Rating #1)
PRIORITY

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$35	$35	$0	$0	$0	$70	$330	$0	$400
Land & ROW	0	0	0	0	0	0	270	0	270
Construction	0	815	815	0	0	1,630	1,700	0	3,330
Equipment	0	0	0	0	0	0	0	0	0
Administration	64	64	64	0	0	192	155	0	347
Administration - FAS	5	5	5	0	0	15	9	0	24
Inspection	0	22	22	0	0	44	43	0	87
Miscellaneous	8	9	0	0	0	17	34	0	51
Contingency	0	85	85	0	0	170	193	0	363
Total Outlay	**$112**	**$1,035**	**$991**	**$0**	**$0**	**$2,138**	**$2,734**	**$0**	**$4,872**
FINANCING SOURCES									
Bonds (15 Year)	$112	$1,035	$991	$0	$0	$2,138	$2,734	$0	$4,872
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$112	$1,035	$991	$0	$0	$2,138	$2,734	$0	$4,872
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$112**	**$1,035**	**$991**	**$0**	**$0**	**$2,138**	**$2,734**	**$0**	**$4,872**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	238.6	248.5	341.3	430.4	430.4	238.6	430.4
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$238.6**	**$248.5**	**$341.3**	**$430.4**	**$430.4**	**$238.6**	**$430.4**
Increase to Water User Fee:	**0.0¢**	**0.0¢**	**0.0¢**	**0.0¢**	**0.0¢**	**0.0¢**	**0.0¢**

LOCATION: **COMMISSIONER DISTRICT:**
Leonardtown Road, Hughesville 1

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2022
($ in thousands)

PROJECT NAME: **Water User** 0% **Requested By:** DPW
Waldorf Well No. 17 **Water Connection** 100% **Project #:** 6075

Provide a new production well to the Waldorf Water System to improve the quality and quantity of the existing supply. The well production is estimated to be 500,000 gallons per day (350 gallons per minute) and will be drilled into and withdraw from the Patuxent Aquifer.

Planning Commission Comments: Project is consistent with Comprehensive Plan. (Rating #1)
PRIORITY

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$90	$0	$0	$0	$0	$90	$207	$0	$297
Land & ROW	10	0	0	0	0	10	62	0	72
Construction	1,034	0	0	0	0	1,034	1,930	0	2,964
Equipment	0	0	0	0	0	0	0	0	0
Administration	42	0	0	0	0	42	87	0	129
Administration - FAS	5	0	0	0	0	5	2	0	7
Inspection	0	0	0	0	0	0	247	0	247
Miscellaneous	40	0	0	0	0	40	41	0	81
Contingency	220	0	0	0	0	220	39	0	259
Total Outlay	**$1,441**	**$0**	**$0**	**$0**	**$0**	**$1,441**	**$2,615**	**$0**	**$4,056**
FINANCING SOURCES									
Bonds (15 Year)	$1,441	$0	$0	$0	$0	$1,441	$2,615	$0	$4,056
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$1,441	$0	$0	$0	$0	$1,441	$2,615	$0	$4,056
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$1,441**	**$0**	**$0**	**$0**	**$0**	**$1,441**	**$2,615**	**$0**	**$4,056**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	228.2	356.4	356.4	356.4	356.4	228.2	356.4
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$228.2**	**$356.4**	**$356.4**	**$356.4**	**$356.4**	**$228.2**	**$356.4**
Increase to Water User Fee:	**0.0¢**	**0.0¢**	**0.0¢**	**0.0¢**	**0.0¢**	**0.0¢**	**0.0¢**

LOCATION: **COMMISSIONER DISTRICT:**
Waldorf, MD 3

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2022
($ in thousands)

PROJECT NAME:
Waldorf Tower No. 5 Rehabilitation

Water User 100% **Requested By:** DPW
Water Connection 0% **Project #:** 6146

Based on recommendations from a Spring 2019 conditional assessment, perform interior and exterior recoating and miscellaneous repairs to the 2 million gallon water tower known as Waldorf Tower No. 5 (McDaniel Road).

Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent (Rating #2)

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$0	$0	$0	$0	$0	$0	$100	$0	$100
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	1,250	0	0	0	1,250	1,250	0	2,500
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	75	0	0	0	75	75	0	150
Administration - FAS	0	5	0	0	0	5	3	0	8
Inspection	0	55	0	0	0	55	65	0	120
Miscellaneous	0	6	0	0	0	6	10	0	16
Contingency	0	150	0	0	0	150	100	0	250
Total Outlay	**$0**	**$1,541**	**$0**	**$0**	**$0**	**$1,541**	**$1,603**	**$0**	**$3,144**
FINANCING SOURCES									
Bonds (15 Year)	$0	$1,541	$0	$0	$0	$1,541	$1,603	$0	$3,144
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$0	$1,541	$0	$0	$0	$1,541	$1,603	$0	$3,144
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$0**	**$1,541**	**$0**	**$0**	**$0**	**$1,541**	**$1,603**	**$0**	**$3,144**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	139.9	139.9	278.0	278.0	278.0	139.9	278.0
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$139.9**	**$139.9**	**$278.0**	**$278.0**	**$278.0**	**$139.9**	**$278.0**
Increase to Water User Fee:	**6.0¢**	**5.9¢**	**11.5¢**	**11.4¢**	**11.2¢**	**6.0¢**	**11.0¢**

LOCATION:
Waldorf, MD

COMMISSIONER DISTRICT:
3

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2022
($ in thousands)

PROJECT NAME: **Water User** 100% **Requested By:** DPW
Pinefield Water Tower Rehabilitation **Water Connection** 0% **Project #:** 6118

The 1 million gallon Pinefield Water Tower is in need of rehabilitation. This project will include a preliminary assessment inspection and report, evaluation, recoating, and miscellaneous repairs.

Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent (Rating #2)

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$0	$0	$0	$0	$0	$0	$70	$0	$70
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	1,275	0	0	0	1,275	1,225	0	2,500
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	25	0	0	0	25	116	0	141
Administration - FAS	0	5	0	0	0	5	9	0	14
Inspection	0	40	0	0	0	40	80	0	120
Miscellaneous	0	0	0	0	0	0	30	0	30
Contingency	0	125	0	0	0	125	125	0	250
Total Outlay	**$0**	**$1,470**	**$0**	**$0**	**$0**	**$1,470**	**$1,655**	**$0**	**$3,125**
FINANCING SOURCES									
Bonds (15 Year)	$0	$1,470	$0	$0	$0	$1,470	$1,655	$0	$3,125
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$0	$1,470	$0	$0	$0	$1,470	$1,655	$0	$3,125
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$0**	**$1,470**	**$0**	**$0**	**$0**	**$1,470**	**$1,655**	**$0**	**$3,125**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	144.4	144.4	276.2	276.2	276.2	144.4	276.2
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$144.4**	**$144.4**	**$276.2**	**$276.2**	**$276.2**	**$144.4**	**$276.2**
Increase to Water User Fee:	**6.2¢**	**6.1¢**	**11.5¢**	**11.3¢**	**11.1¢**	**6.2¢**	**11.0¢**

LOCATION: **COMMISSIONER DISTRICT:**
Pinefield 3

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2022
($ in thousands)

PROJECT NAME:
Bryans Village Waterline Interconnection

Water User 0% | **Water Connection** 100%

Requested By: PGM
Project #: 6147

The northern part of Bryans Road needs an additional water line for redundancy. The project includes the design and construction of an 8 inch water line interconnection between South Hampton Subdivision to connect Bryan's Village Subdivision (850'+/-) and Bryan's Village Subdivision to the Marshall Grove Subdivision (750'+/-).

Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent (Rating #2)

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$50	$40	$20	$10	$0	$120	$30	$0	$150
Land & ROW	40	40	0	0	0	80	0	0	80
Construction	0	600	600	300	0	1,500	0	0	1,500
Equipment	0	0	0	0	0	0	0	0	0
Administration	35	20	20	19	0	94	35	0	129
Administration - FAS	5	5	5	6	0	21	3	0	24
Inspection	0	25	50	10	0	85	0	0	85
Miscellaneous	0	6	4	7	0	17	0	0	17
Contingency	0	22	86	57	0	165	0	0	165
Total Outlay	**$130**	**$758**	**$785**	**$409**	**$0**	**$2,082**	**$68**	**$0**	**$2,150**
FINANCING SOURCES									
Bonds (15 Year)	$130	$758	$785	$409	$0	$2,082	$68	$0	$2,150
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$130	$758	$785	$409	$0	$2,082	$68	$0	$2,150
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$130**	**$758**	**$785**	**$409**	**$0**	**$2,082**	**$68**	**$0**	**$2,150**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	5.9	17.5	85.4	156.0	192.8	5.9	192.8
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$5.9**	**$17.5**	**$85.4**	**$156.0**	**$192.8**	**$5.9**	**$192.8**
Increase to Water User Fee:	**0.0¢**	**0.0¢**	**0.0¢**	**0.0¢**	**0.0¢**	**0.0¢**	**0.0¢**

LOCATION:
Bryans Road

COMMISSIONER DISTRICT:
2

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2022

($ in thousands)

PROJECT NAME: **Water User** 0% **Requested By:** PGM

Mill Hill Waterline Extension **Water Connection** 100% **Project #:** 6148

Design and construct an 8 inch DIP water main extension from Super Pl to the existing 8 inch line 600' north of Devonfield Ave to interconnect neighborhoods and increase water system reliability. (630')

Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent (Rating #2)

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$35	$0	$0	$0	$0	$35	$36	$0	$71
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	360	0	0	0	0	360	150	0	510
Equipment	0	0	0	0	0	0	0	0	0
Administration	26	0	0	0	0	26	13	0	39
Administration - FAS	5	0	0	0	0	5	3	0	8
Inspection	19	0	0	0	0	19	7	0	26
Miscellaneous	4	0	0	0	0	4	2	0	6
Contingency	56	0	0	0	0	56	0	0	56
Total Outlay	**$505**	**$0**	**$0**	**$0**	**$0**	**$505**	**$211**	**$0**	**$716**
FINANCING SOURCES									
Bonds (15 Year)	$505	$0	$0	$0	$0	$505	$211	$0	$716
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$505	$0	$0	$0	$0	$505	$211	$0	$716
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$505**	**$0**	**$0**	**$0**	**$0**	**$505**	**$211**	**$0**	**$716**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	18.4	63.4	63.4	63.4	63.4	18.4	63.4
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$18.4**	**$63.4**	**$63.4**	**$63.4**	**$63.4**	**$18.4**	**$63.4**
Increase to Water User Fee:	**0.0¢**	**0.0¢**	**0.0¢**	**0.0¢**	**0.0¢**	**0.0¢**	**0.0¢**

LOCATION: **COMMISSIONER DISTRICT:**

Waldorf, MD 2

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2022
($ in thousands)

PROJECT NAME: **Water User** 0% **Requested By:** PGM
Strawberry Hills Waterline **Water Connection** 100% **Project #:** 6149

The Bryans Road water system needs redundancy for fire storage and adequate pressure. This project includes the design and construction of a new 16 inch DIP water main along Strawberry Hills Drive from Marshall Hall Rd to New Bryans Road Tower to be located on Parcel 0215 Grid 0012 map 0005. (2700').

Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent (Rating #2)

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$43	$0	$0	$0	$0	$43	$65	$0	$108
Land & ROW	50	0	0	0	0	50	50	0	100
Construction	0	430	650	0	0	1,080	0	0	1,080
Equipment	0	0	0	0	0	0	0	0	0
Administration	35	30	0	0	0	65	35	0	100
Administration - FAS	5	5	5	0	0	15	3	0	18
Inspection	0	20	34	0	0	54	0	0	54
Miscellaneous	0	7	5	0	0	12	0	0	12
Contingency	0	50	69	0	0	119	0	0	119
Total Outlay	**$133**	**$542**	**$763**	**$0**	**$0**	**$1,438**	**$153**	**$0**	**$1,591**
FINANCING SOURCES									
Bonds (15 Year)	$133	$542	$763	$0	$0	$1,438	$153	$0	$1,591
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$133	$542	$763	$0	$0	$1,438	$153	$0	$1,591
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$133**	**$542**	**$763**	**$0**	**$0**	**$1,438**	**$153**	**$0**	**$1,591**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	13.4	25.2	73.8	142.4	142.4	13.4	142.4
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$13.4**	**$25.2**	**$73.8**	**$142.4**	**$142.4**	**$13.4**	**$142.4**
Increase to Water User Fee:	**0.0¢**	**0.0¢**	**0.0¢**	**0.0¢**	**0.0¢**	**0.0¢**	**0.0¢**

LOCATION: **COMMISSIONER DISTRICT:**
Bryans Road 2

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2022
($ in thousands)

PROJECT NAME:
Marshall Hall Road Waterline Extension

Water User 0% **Requested By:** PGM
Water Connection 100% **Project #:** 6150

In order to provide redundancy in the northern end of the Bryans Road water system a waterloop is needed along Marshall Hall Road. This includes the design and construction of a new 12" waterline from McCormick Dr. to the existing 12" line 300' south of Lantana Dr. (1800').

Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent (Rating #2)

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$22	$0	$0	$0	$0	$22	$32	$0	$54
Land & ROW	0	0	0	0	0	0	20	0	20
Construction	400	140	0	0	0	540	0	0	540
Equipment	0	0	0	0	0	0	0	0	0
Administration	15	15	0	0	0	30	19	0	49
Administration - FAS	5	5	0	0	0	10	3	0	13
Inspection	20	7	0	0	0	27	0	0	27
Miscellaneous	1	5	0	0	0	6	0	0	6
Contingency	16	43	0	0	0	59	0	0	59
Total Outlay	**$479**	**$215**	**$0**	**$0**	**$0**	**$694**	**$74**	**$0**	**$768**
FINANCING SOURCES									
Bonds (15 Year)	$479	$215	$0	$0	$0	$694	$74	$0	$768
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$479	$215	$0	$0	$0	$694	$74	$0	$768
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$479**	**$215**	**$0**	**$0**	**$0**	**$694**	**$74**	**$0**	**$768**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	6.5	49.1	68.4	68.4	68.4	6.5	68.4
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$6.5**	**$49.1**	**$68.4**	**$68.4**	**$68.4**	**$6.5**	**$68.4**
Increase to Water User Fee:	**0.0¢**	**0.0¢**	**0.0¢**	**0.0¢**	**0.0¢**	**0.0¢**	**0.0¢**

LOCATION: Marshall Hall

COMMISSIONER DISTRICT: 2

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2022
($ in thousands)

PROJECT NAME:
Middletown Rd-Bensville Rd Waterline Interconnection

Water User 0% **Requested By:** PGM
Water Connection 100% **Project #:** 6141

Several communities in the Bensville area are served by a single water distribution main and this loop will provide the necessary redundancy to the Brookwood, Linden Grove, Brentwood, Kingview, and Highgrove neighborhoods. This project includes the design and construction of a new 16" Water Main loop to the Bensville Area from Middletown Rd, along the Cross County Connector Right of way to Highgrove Drive. (16,500')

Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent (Rating #2)

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$185	$30	$0	$0	$0	$215	$335	$0	$550
Land & ROW	91	0	0	0	0	91	20	0	111
Construction	0	1,000	1,000	500	0	2,500	3,005	0	5,505
Equipment	0	0	0	0	0	0	0	0	0
Administration	100	150	120	0	0	370	95	0	465
Administration - FAS	5	5	5	6	0	21	3	0	24
Inspection	0	100	100	17	0	217	58	0	275
Miscellaneous	0	0	0	0	0	0	81	0	81
Contingency	0	160	55	0	0	215	390	0	605
Total Outlay	**$381**	**$1,445**	**$1,280**	**$523**	**$0**	**$3,629**	**$3,986**	**$0**	**$7,615**
FINANCING SOURCES									
Bonds (15 Year)	$381	$1,445	$1,280	$523	$0	$3,629	$3,986	$0	$7,615
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$381	$1,445	$1,280	$523	$0	$3,629	$3,986	$0	$7,615
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$381**	**$1,445**	**$1,280**	**$523**	**$0**	**$3,629**	**$3,986**	**$0**	**$7,615**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	347.8	381.7	511.2	626.4	673.4	347.8	673.4
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$347.8**	**$381.7**	**$511.2**	**$626.4**	**$673.4**	**$347.8**	**$673.4**
Increase to Water User Fee:	**0.0¢**	**0.0¢**	**0.0¢**	**0.0¢**	**0.0¢**	**0.0¢**	**0.0¢**

LOCATION: Bensville

COMMISSIONER DISTRICT: 2

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2022
($ in thousands)

PROJECT NAME: **Water User** 60% **Requested By:** PGM
Waldorf Fire House Water Tower Replacement **Water Connection** 40% **Project #:** 6151

Waldorf Urban Redevelopment Center area development will require an additional tower for fire storage volume and pressure in the system. The project is for the design and construction based on a new 2MG water tower.

Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent (Rating #2)
PRIORITY

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$100	$200	$200	$0	$0	$500	$90	$0	$590
Land & ROW	0	0	20	0	0	20	0	0	20
Construction	0	0	2,500	2,000	0	4,500	0	0	4,500
Equipment	0	0	0	0	0	0	0	0	0
Administration	50	160	160	0	0	370	56	0	426
Administration - FAS	5	5	5	6	0	21	3	0	24
Inspection	0	0	112	113	0	225	0	0	225
Miscellaneous	0	0	0	50	0	50	0	0	50
Contingency	0	0	200	295	0	495	0	0	495
Total Outlay	**$155**	**$365**	**$3,197**	**$2,464**	**$0**	**$6,181**	**$149**	**$0**	**$6,330**
FINANCING SOURCES									
Bonds (15 Year)	$155	$365	$3,197	$2,464	$0	$6,181	$149	$0	$6,330
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$155	$365	$3,197	$2,464	$0	$6,181	$149	$0	$6,330
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$155**	**$365**	**$3,197**	**$2,464**	**$0**	**$6,181**	**$149**	**$0**	**$6,330**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	13.0	26.8	59.5	347.1	568.7	13.0	568.7
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$13.0**	**$26.8**	**$59.5**	**$347.1**	**$568.7**	**$13.0**	**$568.7**
Increase to Water User Fee:	**0.3¢**	**0.7¢**	**1.5¢**	**8.5¢**	**13.8¢**	**0.3¢**	**13.6¢**

LOCATION: **COMMISSIONER DISTRICT:**
Waldorf 4

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2022
($ in thousands)

PROJECT NAME:
Waldorf Fire House Tower Water Distribution

Water User 60% | **Water Connection** 40%

Requested By: PGM
Project #: 6152

With the construction of a new tower on the Waldorf Fire House site, waterline extensions to the existing system will require upsizing and extension. Design and construction of 12" water lines from the tower to Leonardtown Rd (1300') and from the Tower to Crain Highway (650') to tie into the existing Waldorf System.

Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent (Rating #2)
PRIORITY

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$35	$30	$0	$0	$0	$65	$45	$0	$110
Land & ROW	50	50	0	0	0	100	0	0	100
Construction	400	700	0	0	0	1,100	0	0	1,100
Equipment	0	0	0	0	0	0	0	0	0
Administration	30	31	0	0	0	61	40	0	101
Administration - FAS	5	5	0	0	0	10	3	0	13
Inspection	25	30	0	0	0	55	0	0	55
Miscellaneous	0	12	0	0	0	12	0	0	12
Contingency	0	121	0	0	0	121	0	0	121
Total Outlay	**$545**	**$979**	**$0**	**$0**	**$0**	**$1,524**	**$88**	**$0**	**$1,612**
FINANCING SOURCES									
Bonds (15 Year)	$545	$979	$0	$0	$0	$1,524	$88	$0	$1,612
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$545	$979	$0	$0	$0	$1,524	$88	$0	$1,612
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$545**	**$979**	**$0**	**$0**	**$0**	**$1,524**	**$88**	**$0**	**$1,612**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	7.7	56.2	143.9	143.9	143.9	7.7	143.9
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$7.7**	**$56.2**	**$143.9**	**$143.9**	**$143.9**	**$7.7**	**$143.9**
Increase to Water User Fee:	**0.2¢**	**1.4¢**	**3.6¢**	**3.5¢**	**3.5¢**	**0.2¢**	**3.4¢**

LOCATION:
Waldorf, MD

COMMISSIONER DISTRICT:
4

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2022
($ in thousands)

PROJECT NAME: **Water User** 0% **Requested By:** DPW
Waldorf Water Tower #6 **Water Connection** 100% **Project #:** 6067

Design and construction of a water tower is needed in the Waldorf Water System to keep up with demands. Tower #6 will be sited at the east side of the Development District in St. Charles.

Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent (Rating #2)

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$0	$0	$0	$0	$0	$0	$295	$0	$295
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	2,841	2,840	0	0	0	5,681	4,319	0	10,000
Equipment	0	0	0	0	0	0	0	0	0
Administration	23	22	0	0	0	45	197	0	242
Administration - FAS	5	5	0	0	0	10	3	0	13
Inspection	42	41	0	0	0	83	325	0	408
Miscellaneous	35	35	0	0	0	70	301	0	371
Contingency	290	290	0	0	0	580	420	0	1,000
Total Outlay	**$3,236**	**$3,233**	**$0**	**$0**	**$0**	**$6,469**	**$5,860**	**$0**	**$12,329**
FINANCING SOURCES									
Bonds (15 Year)	$3,236	$3,233	$0	$0	$0	$6,469	$5,860	$0	$12,329
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$3,236	$3,233	$0	$0	$0	$6,469	$5,860	$0	$12,329
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$3,236**	**$3,233**	**$0**	**$0**	**$0**	**$6,469**	**$5,860**	**$0**	**$12,329**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	511.3	799.3	1,089.1	1,089.1	1,089.1	511.3	1,089.1
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$511.3**	**$799.3**	**$1,089.1**	**$1,089.1**	**$1,089.1**	**$511.3**	**$1,089.1**
Increase to Water User Fee:	**0.0¢**	**0.0¢**	**0.0¢**	**0.0¢**	**0.0¢**	**0.0¢**	**0.0¢**

LOCATION: **COMMISSIONER DISTRICT:**
Waldorf 4

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2022
($ in thousands)

PROJECT NAME: **Water User** 100% **Requested By:** DPW
Settle Wood Water Tower Rehab **Water Connection** 0% **Project #:** 6119

The 500k gallon Settle Woods Water Tower is in need of rehabilitation to include a preliminary assessment inspection and report, evaluation, recoating, and miscellaneous repairs.

Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent (Rating #2)

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$0	$30	$0	$0	$0	$30	$50	$0	$80
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	300	0	0	0	300	500	0	800
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	0	0	0	0	45	0	45
Administration - FAS	0	0	0	0	0	0	6	0	6
Inspection	0	70	0	0	0	70	24	0	94
Miscellaneous	0	0	0	0	0	0	10	0	10
Contingency	0	30	0	0	0	30	50	0	80
Total Outlay	**$0**	**$430**	**$0**	**$0**	**$0**	**$430**	**$685**	**$0**	**$1,115**
FINANCING SOURCES									
Bonds (15 Year)	$0	$430	$0	$0	$0	$430	$685	$0	$1,115
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$0	$430	$0	$0	$0	$430	$685	$0	$1,115
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$0**	**$430**	**$0**	**$0**	**$0**	**$430**	**$685**	**$0**	**$1,115**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	59.8	59.8	98.3	98.3	98.3	59.8	98.3
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$59.8**	**$59.8**	**$98.3**	**$98.3**	**$98.3**	**$59.8**	**$98.3**
Increase to Water User Fee:	**2.5¢**	**2.5¢**	**4.1¢**	**4.0¢**	**4.0¢**	**2.5¢**	**3.9¢**

LOCATION: **COMMISSIONER DISTRICT:**
Waldorf, MD 2

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2022
($ in thousands)

PROJECT NAME: **Water User** 100% **Requested By:** DPW
Benedict Water System Improvements **Water Connection** 0% **Project #:** 6099

Project includes replacement of aged equipment and related facilities at Benedict & St. Francis Well sites.

Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent (Rating #2)

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$65	$95	$0	$0	$0	$160	$200	$0	$360
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	775	0	0	0	775	975	0	1,750
Equipment	0	0	0	0	0	0	100	0	100
Administration	45	45	0	0	0	90	30	0	120
Administration - FAS	5	5	0	0	0	10	0	0	10
Inspection	0	78	0	0	0	78	100	0	178
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	75	78	0	0	0	153	5	0	158
Total Outlay	**$190**	**$1,076**	**$0**	**$0**	**$0**	**$1,266**	**$1,410**	**$0**	**$2,676**
FINANCING SOURCES									
Bonds (15 Year)	$190	$1,076	$0	$0	$0	$1,266	$1,410	$0	$2,676
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$190	$1,076	$0	$0	$0	$1,266	$1,410	$0	$2,676
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$190**	**$1,076**	**$0**	**$0**	**$0**	**$1,266**	**$1,410**	**$0**	**$2,676**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	123.0	139.9	236.4	236.4	236.4	123.0	236.4
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$123.0**	**$139.9**	**$236.4**	**$236.4**	**$236.4**	**$123.0**	**$236.4**
Increase to Water User Fee:	**5.2¢**	**5.9¢**	**9.8¢**	**9.7¢**	**9.5¢**	**5.2¢**	**9.4¢**

LOCATION: **COMMISSIONER DISTRICT:**
Benedict 1

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2022

($ in thousands)

PROJECT NAME:

Old Washington Road Waterline

Water User	**50%**	**Requested By:**	**DPW**
Water Connection	**50%**	**Project #:**	**6041**

As recommended in the Waldorf Urban Redevelopment Corridor Implementation Study, the waterline along Old Washington Road must be replaced to increase water distribution capacity, increase fire flow, and remove the existing aging infrastructure. This water line will extend from MD 5 Business to Substation Road, which will also allow greater distribution of the water from the Pinefield water tower. Project funding is being updated after completion of design.

Planning Commission Comments: Project is consistent with Comprehensive Plan. (Rating #1)

EXPENSE BUDGET	**FY 2022**	**FY 2023**	**FY 2024**	**FY 2025**	**FY 2026**	**5-Year Total '22-'26**	**Approp. thru FY21**	**Beyond FY 2026**	**Project Total**
Architectural & Engineering	$0	$0	$0	$0	$0	$0	$200	$0	$200
Land & ROW	0	0	0	0	0	0	175	0	175
Construction	0	0	1,179	0	0	1,179	1,046	0	2,225
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	0	0	0	0	73	0	73
Administration - FAS	0	0	5	0	0	5	3	0	8
Inspection	0	0	0	0	0	0	76	0	76
Miscellaneous	0	0	0	0	0	0	66	0	66
Contingency	0	0	118	0	0	118	102	0	220
Total Outlay	**$0**	**$0**	**$1,302**	**$0**	**$0**	**$1,302**	**$1,740**	**$0**	**$3,042**
FINANCING SOURCES									
Bonds (15 Year)	$0	$0	$1,302	$0	$0	$1,302	$1,740	$0	$3,042
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$0	$0	$1,302	$0	$0	$1,302	$1,740	$0	$3,042
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$0**	**$0**	**$1,302**	**$0**	**$0**	**$1,302**	**$1,740**	**$0**	**$3,042**

Operating Budget Impact	**FY 2022**	**FY 2023**	**FY 2024**	**FY 2025**	**FY 2026**	**Approp. thru FY21**	**Beyond FY 2026**
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	151.9	151.9	151.9	269.0	269.0	151.9	269.0
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$151.9**	**$151.9**	**$151.9**	**$269.0**	**$269.0**	**$151.9**	**$269.0**
Increase to Water User Fee:	**3.2¢**	**3.2¢**	**3.2¢**	**5.5¢**	**5.4¢**	**3.2¢**	**5.3¢**

LOCATION: Waldorf

COMMISSIONER DISTRICT: 3

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2022
($ in thousands)

PROJECT NAME:
Potomac River Water Supply Treatment Plant

Water User	**50%**	**Requested By:**	**PGM**
Water Connection	**50%**	**Project #:**	**6159**

Design, land acquisition and construction for a new 5-10 MGD surface water treatment plant along the upper reaches of the Potomac River. Project includes upsizing of the existing transmission main in the Waldorf system and a new transmission line to convey Potomac River supply to the Bryans Road and Waldorf systems. Phase A-2 of the Charles County Water Source Feasibility study was completed in October 2018. Results from the study recommended short-term and long-term water supply options. The project will provide future (long term) projected average and maximum day demands.

Planning Commission Comments: Project is consistent with Comprehensive Plan. (Rating #1)

EXPENSE BUDGET	**FY 2022**	**FY 2023**	**FY 2024**	**FY 2025**	**FY 2026**	**5-Year Total '22-'26**	**Approp. thru FY21**	**Beyond FY 2026**	**Project Total**
Architectural & Engineering	$1,000	$1,200	$2,200	$0	$0	$4,400	$0	$14,747	$19,147
Land & ROW	20	50	100	0	0	170	0	3,700	3,870
Construction	0	0	0	0	0	0	0	135,700	135,700
Equipment	0	0	0	0	0	0	0	0	0
Administration	73	98	198	198	198	765	0	3,200	3,965
Administration - FAS	5	5	5	6	6	27	0	18	45
Inspection	0	0	0	0	0	0	0	675	675
Miscellaneous	0	0	0	0	0	0	0	1,500	1,500
Contingency	0	0	0	0	0	0	0	15,000	15,000
Total Outlay	**$1,098**	**$1,353**	**$2,503**	**$204**	**$204**	**$5,362**	**$0**	**$174,540**	**$179,902**
FINANCING SOURCES									
Bonds (15 Year)	$1,098	$1,353	$2,503	$204	$204	$5,362	$0	$174,540	$179,902
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$1,098	$1,353	$2,503	$204	$204	$5,362	$0	$174,540	$179,902
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$1,098**	**$1,353**	**$2,503**	**$204**	**$204**	**$5,362**	**$0**	**$174,540**	**$179,902**

Operating Budget Impact	**FY 2022**	**FY 2023**	**FY 2024**	**FY 2025**	**FY 2026**	**Approp. thru FY21**	**Beyond FY 2026**
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	0.0	97.7	219.0	444.1	462.5	0.0	16,179.1
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$0.0**	**$97.7**	**$219.0**	**$444.1**	**$462.5**	**$0.0**	**$16,179.1**
Increase to Water User Fee:	**0.0¢**	**2.1¢**	**4.5¢**	**9.1¢**	**9.3¢**	**0.0¢**	**321.5¢**

LOCATION:
Upper reaches of the Potomac River

COMMISSIONER DISTRICT:
TBD

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2022
($ in thousands)

PROJECT NAME: **Water User** 25% **Requested By:** PGM
WSSC Waldorf Interconnection **Water Connection** 75% **Project #:** 6121

Substantial water infrastructure upgrades are necessary to prepare the Waldorf water system for an additional interconnection to the WSSC water system along US 301 to Brandywine. This would include the design and construction.

Planning Commission Comments: Project is consistent with Comprehensive Plan. (Rating #1)
PRIORITY

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$724	$3,700	$460	$0	$0	$4,884	$550	$0	$5,434
Land & ROW	300	1,500	0	0	0	1,800	0	0	1,800
Construction	0	0	19,750	19,750	0	39,500	0	0	39,500
Equipment	0	0	0	0	0	0	0	0	0
Administration	200	200	250	250	0	900	42	0	942
Administration - FAS	5	5	5	6	0	21	9	0	30
Inspection	0	100	950	950	0	2,000	0	0	2,000
Miscellaneous	50	50	200	200	0	500	0	0	500
Contingency	500	500	2,000	2,000	0	5,000	0	0	5,000
Total Outlay	**$1,779**	**$6,055**	**$23,615**	**$23,156**	**$0**	**$54,605**	**$601**	**$0**	**$55,206**
FINANCING SOURCES									
Bonds (30 Year)	$1,779	$6,055	$23,615	$23,156	$0	$54,605	$601	$0	$55,206
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$1,779	$6,055	$23,615	$23,156	$0	$54,605	$601	$0	$55,206
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$1,779**	**$6,055**	**$23,615**	**$23,156**	**$0**	**$54,605**	**$601**	**$0**	**$55,206**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	35.1	142.3	511.9	1,961.7	3,383.2	35.1	3,383.2
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$35.1**	**$142.3**	**$511.9**	**$1,961.7**	**$3,383.2**	**$35.1**	**$3,383.2**
Increase to Water User Fee:	**0.4¢**	**1.5¢**	**5.3¢**	**20.1¢**	**34.1¢**	**0.4¢**	**33.6¢**

LOCATION: **COMMISSIONER DISTRICT:**
Waldorf 2, 3, and 4

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2022
($ in thousands)

PROJECT NAME:
Automation & Technology Master Plan

Water User	**50.0%**	**Requested By:**	**DPW**
Water Connection		**Project #:**	**6140**
Sewer User	**50.0%**		
Sewer Connection			

This project is the result of an extensive study to determine the Information Technology needs of the Utilities Division in order to bring it into the 21st century. The project includes emphasis on Supervisor, Control, and Data Acquisition (SCADA), regulatory compliance, data management, work management, and performance management, among other issues. The ultimate goal of this project is for the Department of Public Works - Utilities to accomplish its functions even in periods of growth without adding field staff and to make more efficient use of the resources currently available.

Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent (Rating #2)

EXPENSE BUDGET	**FY 2022**	**FY 2023**	**FY 2024**	**FY 2025**	**FY 2026**	**5-Year Total '22-'26**	**Approp. thru FY21**	**Beyond FY 2026**	**Project Total**
Architectural & Engineering	$0	$0	$73	$73	$0	$146	$2,298	$0	$2,444
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	725	725	0	1,450	2,918	0	4,368
Equipment	0	0	125	125	0	250	238	0	488
Administration	0	0	15	15	0	30	114	0	144
Administration - FAS	0	0	5	5	0	10	0	0	10
Inspection	0	0	125	125	0	250	232	0	482
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	0	73	73	0	146	164	0	310
Total Outlay	**$0**	**$0**	**$1,141**	**$1,141**	**$0**	**$2,282**	**$5,963**	**$0**	**$8,245**
FINANCING SOURCES									
Bonds (10 Year)	$0	$0	$1,016	$1,016	$0	$2,032	$5,963	$0	$7,995
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	125	125	0	250	0	0	250
Total County Funding	$0	$0	$1,141	$1,141	$0	$2,282	$5,963	$0	$8,245
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: WSSC	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$0**	**$0**	**$1,141**	**$1,141**	**$0**	**$2,282**	**$5,963**	**$0**	**$8,245**

Operating Budget Impact	**FY 2022**	**FY 2023**	**FY 2024**	**FY 2025**	**FY 2026**	**Approp. thru FY21**	**Beyond FY 2026**
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	719.6	719.6	719.6	844.8	970.1	719.6	970.1
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$719.6**	**$719.6**	**$719.6**	**$844.8**	**$970.1**	**$719.6**	**$970.1**
Increase to Water User Fee:	15.3¢	15.1¢	17.5¢	17.3¢	17.0¢	15.3¢	19.3¢
Increase to Sewer User Fee:	16.0¢	16.0¢	18.7¢	18.7¢	18.7¢	16.0¢	21.5¢
Combined Fee Increase:	**31.3¢**	**31.1¢**	**36.3¢**	**36.0¢**	**35.8¢**	**31.3¢**	**40.7¢**

LOCATION:
County-wide

COMMISSIONER DISTRICT:
County wide, all Districts

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2022
($ in thousands)

PROJECT NAME:
Utilities Professional Development & Training Center

Water User	**50.0%**	**Requested By:**	**DPW**
Water Connection	**0.0%**	**Project #:**	
Sewer User	**50.0%**		
Sewer Connection	**0.0%**		

This project will construct a building for training, meetings, SCADA/Instrumentation lab, and computer lab. This facility is needed to provide on-going training needed to stay abreast of leading industry technology, techniques, and methods that are currently being implemented.

Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent (Rating #2)

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$0	$0	$0	$125	$85	$210	$0	$0	$210
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	0	0	875	875	0	0	875
Equipment	0	0	0	0	125	125	0	0	125
Administration	0	0	0	35	35	70	0	0	70
Administration - FAS	0	0	0	6	6	12	0	0	12
Inspection	0	0	0	0	125	125	0	0	125
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	0	0	0	88	88	0	0	88
Total Outlay	**$0**	**$0**	**$0**	**$166**	**$1,339**	**$1,505**	**$0**	**$0**	**$1,505**
FINANCING SOURCES									
Bonds (15 Year)	$0	$0	$0	$166	$1,339	$1,505	$0	$0	$1,505
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$0	$0	$0	$166	$1,339	$1,505	$0	$0	$1,505
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: WSSC @ 15%	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$0**	**$0**	**$0**	**$166**	**$1,339**	**$1,505**	**$0**	**$0**	**$1,505**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	53.3
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$53.3**
Debt Service: Bonds	0.0	0.0	0.0	0.0	14.9	0.0	135.4
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$14.9**	**$0.0**	**$188.7**
Increase to Water User Fee:	0.0¢	0.0¢	0.0¢	0.0¢	0.3¢	0.0¢	4.8¢
Increase to Sewer User Fee:	0.0¢	0.0¢	0.0¢	0.0¢	0.3¢	0.0¢	5.4¢
Combined Fee Increase:	**0.0¢**	**0.0¢**	**0.0¢**	**0.0¢**	**0.6¢**	**0.0¢**	**10.2¢**

LOCATION: Mattawoman Plant

COMMISSIONER DISTRICT: 2

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2022
($ in thousands)

PROJECT NAME:

Utilities Waldorf Regional Facility

Water User	**50.0%**	**Requested By:**	**DPW**
Water Connection	**0.0%**	**Project #:**	
Sewer User	**50.0%**		
Sewer Connection	**0.0%**		

This project will construct a facility on County owned property for Utilities staff that serve the Waldorf area. Facility includes office space, parking area, and equipment storage/maintenance area. The Waldorf area has the largest water/sewer customer base in the County.

Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent (Rating #2)

EXPENSE BUDGET	**FY 2022**	**FY 2023**	**FY 2024**	**FY 2025**	**FY 2026**	**5-Year Total '22-'26**	**Approp. thru FY21**	**Beyond FY 2026**	**Project Total**
Architectural & Engineering	$0	$0	$0	$375	$125	$500	$0	$50	$550
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	0	0	2,375	2,375	0	2,375	4,750
Equipment	0	0	0	0	0	0	0	125	125
Administration	0	0	0	20	25	45	0	25	70
Administration - FAS	0	0	0	6	6	12	0	6	18
Inspection	0	0	0	0	85	85	0	85	170
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	0	0	0	238	238	0	238	476
Total Outlay	**$0**	**$0**	**$0**	**$401**	**$2,854**	**$3,255**	**$0**	**$2,904**	**$6,159**
FINANCING SOURCES									
Bonds (15 Year)	$0	$0	$0	$401	$2,854	$3,255	$0	$2,904	$6,159
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$0	$0	$0	$401	$2,854	$3,255	$0	$2,904	$6,159
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: WSSC @ 15%	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$0**	**$0**	**$0**	**$401**	**$2,854**	**$3,255**	**$0**	**$2,904**	**$6,159**

Operating Budget Impact	**FY 2022**	**FY 2023**	**FY 2024**	**FY 2025**	**FY 2026**	**Approp. thru FY21**	**Beyond FY 2026**
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	37.1
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$37.1**
Debt Service: Bonds	0.0	0.0	0.0	0.0	36.1	0.0	553.9
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$36.1**	**$0.0**	**$591.0**
Increase to Water User Fee:	0.0¢	0.0¢	0.0¢	0.0¢	0.7¢	0.0¢	12.5¢
Increase to Sewer User Fee:	0.0¢	0.0¢	0.0¢	0.0¢	0.8¢	0.0¢	13.9¢
Combined Fee Increase:	**0.0¢**	**0.0¢**	**0.0¢**	**0.0¢**	**1.5¢**	**0.0¢**	**26.4¢**

LOCATION: Waldorf, MD

COMMISSIONER DISTRICT: 4

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2022

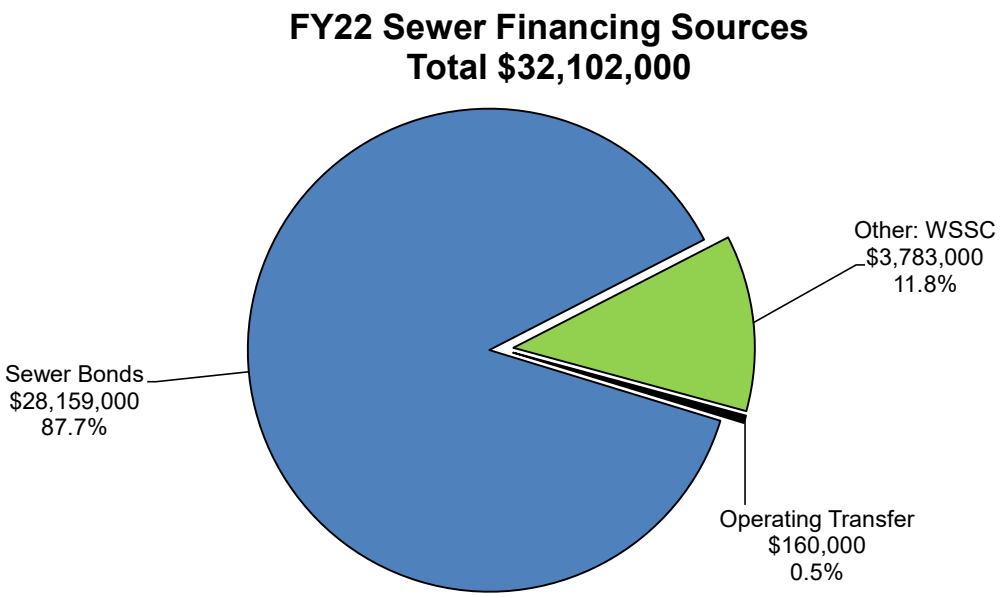
($ in thousands)

SEWER SUMMARY

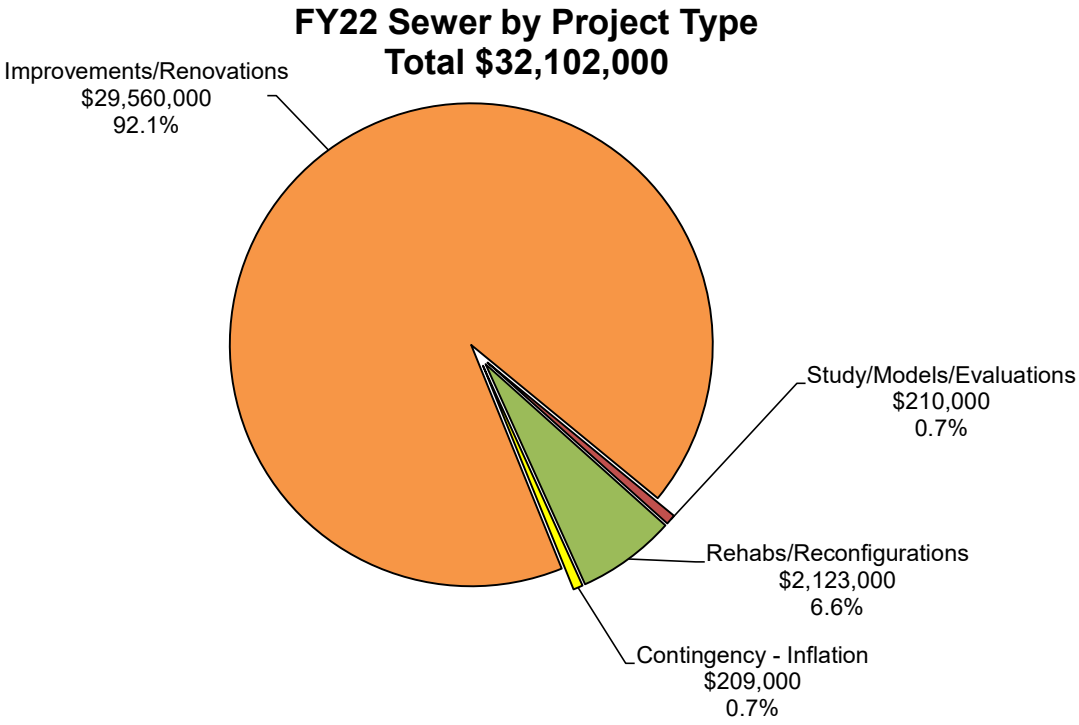
The County owns, operates, maintains, and constructs central sewer systems located throughout the county. These facilities consist of several small package treatment plants and a regional twenty million gallons per day plant. Similar to the water infrastructure, capital cost associated with additional capacity is recovered from developer connection fees, while other project costs are financed through user fees or special assessments. All projects are managed by County personnel. Projects conform to overall planning studies and concepts adopted by the County.

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$2,726	$4,298	$4,133	$2,269	$1,531	$14,956	$15,189	$1,272	$31,417
Land & ROW	375	53	55	57	59	599	1,687	60	2,346
Construction	24,561	29,877	31,841	25,984	17,219	129,482	68,329	7,649	205,459
Equipment	0	0	69	71	74	214	1,333	76	1,623
Administration	632	914	1,003	706	544	3,800	1,818	311	5,929
Administration - FAS	78	108	108	74	46	417	144	31	592
Inspection	1,180	1,936	2,275	1,665	813	7,869	4,422	488	12,779
Miscellaneous	21	36	31	26	21	135	172	17	324
Contingency	2,529	2,733	2,978	2,386	1,502	12,128	5,824	537	18,488
Total Outlay	**$32,102**	**$39,955**	**$42,493**	**$33,240**	**$21,811**	**$169,600**	**$98,916**	**$10,441**	**$278,958**
FINANCING SOURCES									
Bonds	$28,159	$36,289	$39,574	$31,092	$20,332	$155,445	$90,412	$10,221	$256,078
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	160	0	63	63	0	286	284	0	569
Total County Funding	$28,319	$36,289	$39,637	$31,154	$20,332	$155,730	$90,696	$10,221	$256,647
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	300	0	300
Other: WSSC	3,783	3,666	2,856	2,086	1,479	13,870	7,920	220	22,010
Other: _____	0	0	0	0	0	0	0	0	0
Total Funding	**$32,102**	**$39,955**	**$42,493**	**$33,240**	**$21,811**	**$169,600**	**$98,916**	**$10,441**	**$278,958**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	45.2
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$45.2**
Debt Service: Bonds	6,472.5	8,443.3	11,102.5	13,797.1	15,871.9	6,472.5	16,944.4
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$6,472.5**	**$8,443.3**	**$11,102.5**	**$13,797.1**	**$15,871.9**	**$6,472.5**	**$16,989.6**
Increase to Sewer User Fee:	**$2.14**	**$2.79**	**$3.63**	**$4.42**	**$4.98**	**$2.10**	**$5.37**

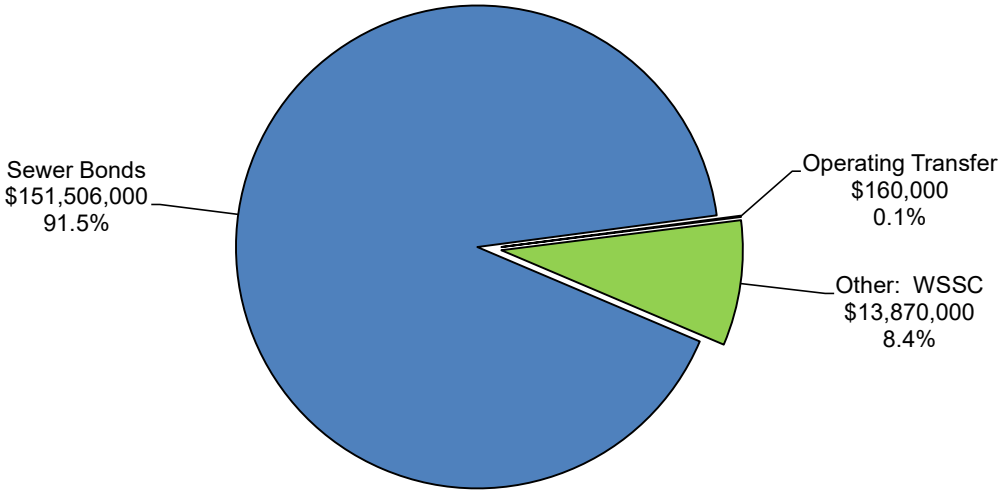


Financing the debt service associated with bonds for sewer projects is recovered primarily from sewer customer connection and user fees.

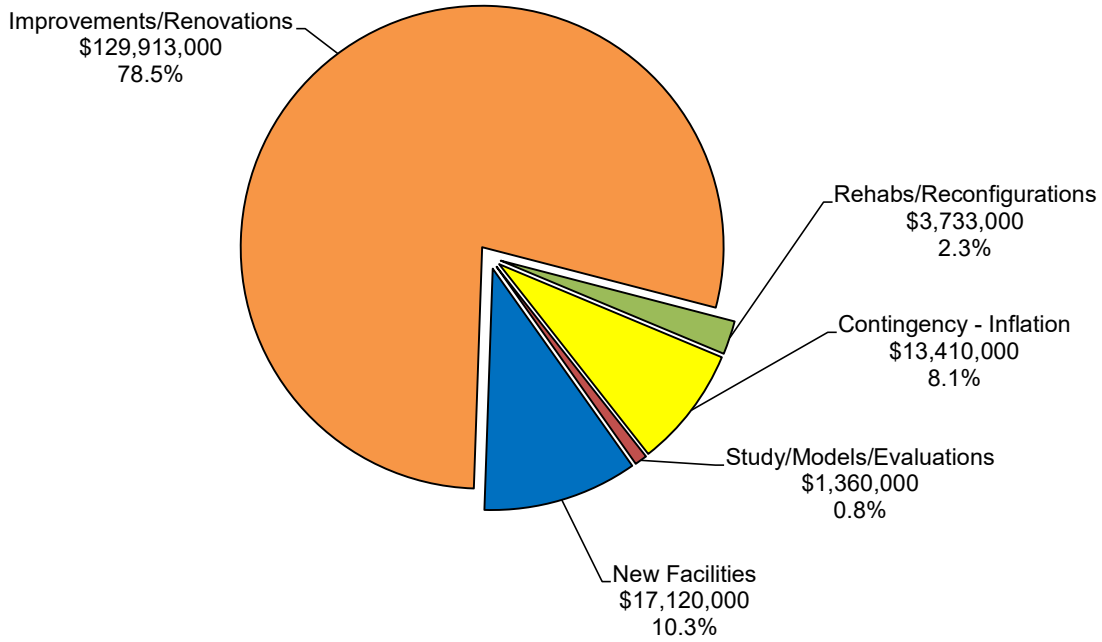


Improvements include funding for the Satellite Wastewater Facility Upgrades, various upgrades to the Mattawoman Wastewater Treatment Plant, the Cliffton WWTP Improvements, Post Office Road Sewer Capacity Improvements, and the White Plains Failing Septic Sewer Improvements.

FY22-FY26 Sewer Financing Sources
Total $165,536,000



FY22-FY26 Sewer Projects by Type
Total $165,536,000



Improvements includes various improvements at the Mattawoman Wastewater Treatment Plant and various other locations.

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2022

($ in thousands)

PROJECT NAME:				
MWWTP Electrical System Replacement	**Sewer User**	**60%**	**Requested By:**	**DPW**
	Sewer Connection	**40%**	**Project #:**	**7078**

This project includes replacement of the plant's electrical system. The existing electrical system is beyond its life expectancy (over 30 years) and a phased plan will be developed to replace this equipment in a programmed manner.

Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent (Rating #2)

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$45	$55	$0	$0	$0	$100	$1,101	$0	$1,201
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	945	4,075	0	0	0	5,020	5,950	0	10,970
Equipment	0	0	0	0	0	0	0	0	0
Administration	12	12	0	0	0	24	102	0	126
Administration - FAS	5	5	0	0	0	10	9	0	19
Inspection	75	75	0	0	0	150	306	0	456
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	95	408	0	0	0	503	519	0	1,022
Total Outlay	**$1,177**	**$4,630**	**$0**	**$0**	**$0**	**$5,807**	**$7,987**	**$0**	**$13,794**
FINANCING SOURCES									
Bonds (15 Year)	$1,000	$3,935	$0	$0	$0	$4,935	$6,789	$0	$11,724
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$1,000	$3,935	$0	$0	$0	$4,935	$6,789	$0	$11,724
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: WSSC @ 15%	177	695	0	0	0	872	1,198	0	2,070
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$1,177**	**$4,630**	**$0**	**$0**	**$0**	**$5,807**	**$7,987**	**$0**	**$13,794**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	592.4	681.4	1,034.1	1,034.1	1,034.1	592.4	1,034.1
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$592.4**	**$681.4**	**$1,034.1**	**$1,034.1**	**$1,034.1**	**$592.4**	**$1,034.1**
Increase to Sewer User Fee:	**15.8¢**	**18.2¢**	**27.5¢**	**27.5¢**	**27.5¢**	**15.8¢**	**27.5¢**

LOCATION:	COMMISSIONER DISTRICT:
Mattawoman WWTP	2

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2022

($ in thousands)

PROJECT NAME:

MWWTP Flow Equalization

Sewer User	**60%**	**Requested By:**	**DPW**
Sewer Connection	**40%**	**Project #:**	**7095**

Design and construction of flow equalization/storage system at MWWTP to buffer peak flows and prevent sanitary sewer overflows and unauthorized discharges. This project also includes unit process improvements to address hydraulic inefficiencies at the plant.

Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent (Rating #2)

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$375	$275	$275	$0	$0	$925	$1,940	$0	$2,865
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	13,750	5,250	5,250	0	0	24,250	11,550	0	35,800
Equipment	0	0	0	0	0	0	0	0	0
Administration	45	45	45	0	0	135	123	0	258
Administration - FAS	5	5	5	0	0	15	9	0	24
Inspection	125	125	125	0	0	375	588	0	963
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	1,375	525	525	0	0	2,425	1,156	0	3,581
Total Outlay	**$15,675**	**$6,225**	**$6,225**	**$0**	**$0**	**$28,125**	**$15,366**	**$0**	**$43,491**
FINANCING SOURCES									
Bonds (30 Year)	$13,324	$5,291	$5,291	$0	$0	$23,906	$13,061	$0	$36,967
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$13,324	$5,291	$5,291	$0	$0	$23,906	$13,061	$0	$36,967
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: WSSC @ 15%	2,351	934	934	0	0	4,219	2,305	0	6,524
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$15,675**	**$6,225**	**$6,225**	**$0**	**$0**	**$28,125**	**$15,366**	**$0**	**$43,491**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	761.8	1,565.4	1,888.3	2,213.1	2,213.1	761.8	2,213.1
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$761.8**	**$1,565.4**	**$1,888.3**	**$2,213.1**	**$2,213.1**	**$761.8**	**$2,213.1**
Increase to Sewer User Fee:	**20.3¢**	**41.7¢**	**50.2¢**	**58.9¢**	**58.8¢**	**20.3¢**	**58.8¢**

LOCATION: Mattawoman WWTP

COMMISSIONER DISTRICT: 2

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2022

($ in thousands)

PROJECT NAME: | **Sewer User** 60% | **Requested By:** DPW

Mattawoman Infiltration and Inflow | **Sewer Connection** 40% | **Project #:** 7144

Phase II

The Mattawoman WWTP service area has high Inflow and Infiltration (I/I) during storm events entering the sanitary sewer causing sanitary sewer overflows (SSOs) where system capacity is not sufficient. SSOs range from backups into basements to overflows from the sewer manholes. In addition to being a public health risk, it is also a regulatory issue. This project will provide information on the condition of the Mattawoman sewer system, identify areas where I/I already exists or a high I/I potential exists, and design/construct repairs for I/I removal. This project will also investigate feasibility of providing in-line storage for flow equalization; identify locations for design and construction projects to implement the in-line flow equalization and acquisition of right of way needed to implement the projects. The repairs proposed will address the sewer basins with the highest I/I severity (Tier 1) resulting in the greatest amount of I/I removal for the lowest cost. This project will be on-going multi-year endeavor.

Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent (Rating #2)

PRIORITY

EXPENSE BUDGET	**FY 2022**	**FY 2023**	**FY 2024**	**FY 2025**	**FY 2026**	**5-Year Total '22-'26**	**Approp. thru FY21**	**Beyond FY 2026**	**Project Total**
Architectural & Engineering	$750	$600	$600	$600	$600	$3,150	$1,476	$600	$5,226
Land & ROW	0	50	50	50	50	200	300	50	550
Construction	0	2,400	2,400	2,400	2,400	9,600	10,812	2,400	22,812
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	15	15	15	15	60	45	15	120
Administration - FAS	5	5	5	6	6	27	9	6	42
Inspection	0	72	72	72	72	288	84	72	444
Miscellaneous	0	17	17	17	17	68	51	17	136
Contingency	0	50	50	50	50	200	48	50	298
Total Outlay	**$755**	**$3,209**	**$3,209**	**$3,210**	**$3,210**	**$13,593**	**$12,825**	**$3,210**	**$29,628**
FINANCING SOURCES									
Bonds (30 Year)	$755	$3,209	$3,209	$3,210	$3,210	$13,593	$12,825	$3,210	$29,628
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$755	$3,209	$3,209	$3,210	$3,210	$13,593	$12,825	$3,210	$29,628
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: WSSC	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$755**	**$3,209**	**$3,209**	**$3,210**	**$3,210**	**$13,593**	**$12,825**	**$3,210**	**$29,628**

Operating Budget Impact	**FY 2022**	**FY 2023**	**FY 2024**	**FY 2025**	**FY 2026**	**Approp. thru FY21**	**Beyond FY 2026**
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	748.0	793.5	989.4	1,186.4	1,383.4	748.0	1,777.6
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$748.0**	**$793.5**	**$989.4**	**$1,186.4**	**$1,383.4**	**$748.0**	**$1,777.6**
Increase to Sewer User Fee:	**19.9¢**	**21.1¢**	**26.3¢**	**31.6¢**	**36.8¢**	**19.9¢**	**47.2¢**

LOCATION: Mattawoman Sewer Service Area

COMMISSIONER DISTRICT: County wide, all Districts

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2022

($ in thousands)

PROJECT NAME:				
Mattawoman WWTP Automation	**Sewer User**	**60%**	**Requested By:**	**DPW**
	Sewer Connection	**40%**	**Project #:**	**7083**

Automation of the Mattawoman WWTP facility to improve the efficiency of operations and maintenance, thereby minimizing resources and resulting in cost avoidance. Design standards will be determined for the project and implemented on the remaining processes to monitor the system via plant SCADA system and ensure system stays in compliance.

Planning Commission Comments: Project is consistent with Comprehensive Plan. (Rating #1)

EXPENSE BUDGET	**FY 2022**	**FY 2023**	**FY 2024**	**FY 2025**	**FY 2026**	**5-Year Total '22-'26**	**Approp. thru FY21**	**Beyond FY 2026**	**Project Total**
Architectural & Engineering	$75	$75	$0	$0	$0	$150	$1,085	$0	$1,235
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	1,950	1,950	0	0	0	3,900	4,380	0	8,280
Equipment	0	0	0	0	0	0	1,214	0	1,214
Administration	12	12	0	0	0	24	141	0	165
Administration - FAS	3	3	0	0	0	6	12	0	18
Inspection	75	75	0	0	0	150	318	0	468
Miscellaneous	0	0	0	0	0	0	1	0	1
Contingency	195	195	0	0	0	390	387	0	777
Total Outlay	**$2,310**	**$2,310**	**$0**	**$0**	**$0**	**$4,620**	**$7,538**	**$0**	**$12,158**
FINANCING SOURCES									
Bonds (15 Year)	$1,661	$1,963	$0	$0	$0	$3,624	$5,992	$0	$9,617
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	115	0	115
Total County Funding	$1,661	$1,963	$0	$0	$0	$3,624	$6,108	$0	$9,732
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	300	0	300
Other: WSSC @ 15%	649	347	0	0	0	996	1,130	0	2,126
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$2,310**	**$2,310**	**$0**	**$0**	**$0**	**$4,620**	**$7,538**	**$0**	**$12,158**

Operating Budget Impact	**FY 2022**	**FY 2023**	**FY 2024**	**FY 2025**	**FY 2026**	**Approp. thru FY21**	**Beyond FY 2026**
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	522.9	670.7	846.7	846.7	846.7	522.9	846.7
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$522.9**	**$670.7**	**$846.7**	**$846.7**	**$846.7**	**$522.9**	**$846.7**
Increase to Sewer User Fee:	**13.9¢**	**17.9¢**	**22.5¢**	**22.5¢**	**22.5¢**	**17.0¢**	**22.5¢**

LOCATION:	**COMMISSIONER DISTRICT:**
Mattawoman WWTP	2

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2022

($ in thousands)

PROJECT NAME: | **Sewer User** 100% | **Requested By:** DPW

Pump Station Rehabs and Replacements | **Sewer Connection** 0% | **Project #:** 7097

Rehabilitation at various wastewater pumping facilities to update to current standards and replace aged equipment/infrastructure that include, but are not limited to the following: Strawberry Hills P.S., Theodore Green Blvd. P.S., Checkers P.S., Thomas Stone P.S., Indian Head Manor P.S., Ryon Woods P.S., Rt. 925B P.S., St. Charles P.S. #5A, Pinefield P.S. Forcemain, Bar Harbor P.S., Bachelors Hope P.S., Cuckolds Creek P.S., Wisteria P.S., Bath House P.S., St. Charles P.S.3B, Brawners Estates PS, Laurel Branch PS# 3, Cliffton PS #3, Cliffton PS #2, Cliffton PS #1, Hill Road PS, Cobb Island PS, Eutaw Forest PS, Montgomery Lane PS, Pomonkey PS, Zekiah PS, generator replacements (Rt. 5 PS, Hill Road PS, Swan Pt. Vac Station, Strawberry Hills PS, Bryans Rd PS, Indian Head Manor PS), and abandonment of Rt. 925C P.S.

Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent (Rating #2)

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$155	$675	$765	$265	$175	$2,035	$909	$175	$3,119
Land & ROW	0	0	0	0	0	0	125	0	125
Construction	1,375	3,025	5,015	1,975	1,575	12,965	5,325	1,575	19,865
Equipment	0	0	0	0	0	0	0	0	0
Administration	125	125	125	125	125	625	198	125	948
Administration - FAS	5	5	5	6	6	27	0	6	33
Inspection	325	325	325	325	104	1,404	784	104	2,292
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	138	303	502	198	158	1,299	966	158	2,423
Total Outlay	**$2,123**	**$4,458**	**$6,737**	**$2,894**	**$2,143**	**$18,355**	**$8,307**	**$2,143**	**$28,805**
FINANCING SOURCES									
Bonds (15 Year)	$2,123	$4,458	$6,737	$2,894	$2,143	$18,355	$8,307	$2,143	$28,805
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$2,123	$4,458	$6,737	$2,894	$2,143	$18,355	$8,307	$2,143	$28,805
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: WSSC @ 15%	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$2,123**	**$4,458**	**$6,737**	**$2,894**	**$2,143**	**$18,355**	**$8,307**	**$2,143**	**$28,805**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	724.9	913.8	1,313.4	1,919.3	2,179.6	724.9	2,565.1
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$724.9**	**$913.8**	**$1,313.4**	**$1,919.3**	**$2,179.6**	**$724.9**	**$2,565.1**
Increase to Sewer User Fee:	**32.2¢**	**40.6¢**	**58.2¢**	**85.1¢**	**96.5¢**	**32.2¢**	**113.5¢**

LOCATION: Various pumping stations countywide

COMMISSIONER DISTRICT: County wide, all Districts

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2022

($ in thousands)

PROJECT NAME:				
Satellite Wastewater Facility Upgrades	**Sewer User**	**100%**	**Requested By:**	**DPW**
	Sewer Connection	**0%**	**Project #:**	**7098**

To provide necessary upgrades to various satellite pumping stations and treatment plant facilities that include, but are not limited to the following: Replacement of generator and automatic transfer switch at Cobb Island Pumping Station to maintain power distribution reliability. Install asphalt access drives that will replace failing gravel drives at Strawberry Hills P.S., Cliffton Pumping Station #2, Cliffton Pumping Station #4, and Mt. Carmel WWTP. Relocate chemical feed system at Swan Point Vacuum Pumping Station into building to be constructed. Construct regional storage facility at Swan Point WWTP. Construct Chemical Building at Swan Point WWTP. Construct building at Bel Alton WWTP that will aid in maintaining process temperatures for improved system performance. Structural, process, mechanical, and various improvements at Cliffton WWTP and Mt. Carmel WWTP. Sprayfield and equipment improvements at Breeze Farm and Cuckolds Creek facilities. Construct regional operation and maintenance facility at St. Charles PS2A site. Chemical feed system improvements at various satellite treatment plants. Remodel Lab, replace flow equalization tank, construct chemical storage building, install grinder, and modify outfall/sampling point at Bel Alton WWTP.

Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent (Rating #2)

EXPENSE BUDGET	**FY 2022**	**FY 2023**	**FY 2024**	**FY 2025**	**FY 2026**	**5-Year Total '22-'26**	**Approp. thru FY21**	**Beyond FY 2026**	**Project Total**
Architectural & Engineering	$0	$75	$75	$75	$75	$300	$657	$75	$1,032
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	1,525	375	375	375	2,650	2,849	375	5,874
Equipment	0	0	0	0	0	0	0	0	0
Administration	45	45	45	45	45	225	98	45	368
Administration - FAS	5	5	5	6	6	27	9	6	42
Inspection	0	150	38	38	38	264	371	38	673
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	153	38	38	38	267	341	38	646
Total Outlay	**$50**	**$1,953**	**$576**	**$577**	**$577**	**$3,733**	**$4,326**	**$577**	**$8,636**
FINANCING SOURCES									
Bonds (15 Year)	$50	$1,953	$576	$577	$577	$3,733	$4,326	$577	$8,636
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$50	$1,953	$576	$577	$577	$3,733	$4,326	$577	$8,636
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: WSSC @ 15%	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$50**	**$1,953**	**$576**	**$577**	**$577**	**$3,733**	**$4,326**	**$577**	**$8,636**

Operating Budget Impact	**FY 2022**	**FY 2023**	**FY 2024**	**FY 2025**	**FY 2026**	**Approp. thru FY21**	**Beyond FY 2026**
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	377.5	381.9	557.0	608.8	660.7	377.5	764.4
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$377.5**	**$381.9**	**$557.0**	**$608.8**	**$660.7**	**$377.5**	**$764.4**
Increase to Sewer User Fee:	**16.8¢**	**17.0¢**	**24.7¢**	**27.0¢**	**29.3¢**	**16.8¢**	**33.8¢**

LOCATION:	**COMMISSIONER DISTRICT:**
Various Sites-see description	1

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2022

($ in thousands)

PROJECT NAME:				
MWWTP Clarifier and Thickener Repairs	**Sewer User**	**60%**	**Requested By:**	**DPW**
	Sewer Connection	**40%**	**Project #:**	**7093**

Gravity Thickeners #1 & #2, Secondary Clarifiers #5 & #6, and Final Clarifiers #1 through #4 are aged and in need of rehabilitation. Work includes mechanical, electrical, and structural repairs/replacements. Project also includes addition of a fourth gravity thickener to meet increasing sludge thickening demands.

Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent (Rating #2)

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$250	$250	$250	$0	$0	$750	$1,225	$0	$1,975
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	1,625	1,625	1,625	0	0	4,875	7,445	0	12,320
Equipment	0	0	0	0	0	0	0	0	0
Administration	45	45	45	0	0	135	144	0	279
Administration - FAS	5	5	5	0	0	15	12	0	27
Inspection	125	125	125	0	0	375	557	0	932
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	163	163	163	0	0	489	649	0	1,138
Total Outlay	**$2,213**	**$2,213**	**$2,213**	**$0**	**$0**	**$6,639**	**$10,032**	**$0**	**$16,671**
FINANCING SOURCES									
Bonds (30 Year)	$1,881	$1,881	$1,881	$0	$0	$5,643	$8,527	$0	$14,170
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$1,881	$1,881	$1,881	$0	$0	$5,643	$8,527	$0	$14,170
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: WSSC @ 15%	332	332	332	0	0	996	1,505	0	2,501
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$2,213**	**$2,213**	**$2,213**	**$0**	**$0**	**$6,639**	**$10,032**	**$0**	**$16,671**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	497.3	610.8	725.6	841.0	841.0	497.3	841.0
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$497.3**	**$610.8**	**$725.6**	**$841.0**	**$841.0**	**$497.3**	**$841.0**
Increase to Sewer User Fee:	**13.3¢**	**16.3¢**	**19.3¢**	**22.4¢**	**22.3¢**	**13.3¢**	**22.3¢**

LOCATION:	COMMISSIONER DISTRICT:
Mattawoman WWTP	2

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2022

($ in thousands)

PROJECT NAME: | **Sewer User** 60% | **Requested By:** DPW | **Sewer Connection** 40% | **Project #:** 7101

MWWTP Utility Water System Evaluation & Improvement

The plant utility water system has not always been satisfactory in supporting all of the demands for Non-Potable Water (NPW) at the MWWTP. Sludge production and other needs for NPW have increased over the years. Low NPW pressures have been experienced throughout the plant and the sludge dewatering process has been negatively affected as a result. Evaluation of the plant utility water system is needed to determine what improvements are necessary in order to satisfy the plant NPW demands. The effect of the UV upgrade was to cut the system from a 4 pump system to a 2 pump system, and it has become a common occurrence to have to defer wash-downs in other areas of the plant in order to operate the belt filter presses or vice versa.

Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent (Rating #2)

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$0	$75	$75	$0	$0	$150	$352	$0	$502
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	475	475	0	0	950	1,915	0	2,865
Equipment	0	0	0	0	0	0	0	0	0
Administration	45	45	45	0	0	135	105	0	240
Administration - FAS	5	5	5	0	0	15	9	0	24
Inspection	0	125	125	0	0	250	190	0	440
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	45	45	0	0	90	192	0	282
Total Outlay	**$50**	**$770**	**$770**	**$0**	**$0**	**$1,590**	**$2,763**	**$0**	**$4,353**
FINANCING SOURCES									
Bonds (30 Year)	$42	$654	$654	$0	$0	$1,350	$2,347	$0	$3,697
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$42	$654	$654	$0	$0	$1,350	$2,347	$0	$3,697
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: WSSC @ 15%	8	116	116	0	0	240	416	0	656
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$50**	**$770**	**$770**	**$0**	**$0**	**$1,590**	**$2,763**	**$0**	**$4,353**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	136.9	139.4	179.3	219.5	219.5	136.9	219.5
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$136.9**	**$139.4**	**$179.3**	**$219.5**	**$219.5**	**$136.9**	**$219.5**
Increase to Sewer User Fee:	**3.7¢**	**3.7¢**	**4.8¢**	**5.8¢**	**5.8¢**	**3.7¢**	**5.8¢**

LOCATION: Mattawoman WWTP

COMMISSIONER DISTRICT: 2

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2022

($ in thousands)

PROJECT NAME:					
Zekiah Pump Station Upgrade	**Sewer User**	**23%**	**Requested By:**	**PGM**
	Sewer Connection	**77%**	**Project #:**	**7107**

Design and construct to expand the capacity of the Zekiah Pumping Station from approximately 3.0 MGD to 10.5 MGD. The developer of Adams Crossing previously expanded the Zekiah Pump Station from 1 MGD to approximately 3.0 MGD. To accomplish this expansion, the existing pump station will be fully replaced.

Planning Commission Comments: Project is consistent with Comprehensive Plan. (Rating #1)

EXPENSE BUDGET	**FY 2022**	**FY 2023**	**FY 2024**	**FY 2025**	**FY 2026**	**5-Year Total '22-'26**	**Approp. thru FY21**	**Beyond FY 2026**	**Project Total**
Architectural & Engineering	$0	$0	$0	$0	$0	$0	$200	$0	$200
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	500	500	0	0	1,000	1,000	0	2,000
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	25	25	0	0	50	66	0	116
Administration - FAS	0	5	5	0	0	10	3	0	13
Inspection	0	15	15	0	0	30	36	0	66
Miscellaneous	0	5	5	0	0	10	12	0	22
Contingency	0	50	50	0	0	100	100	0	200
Total Outlay	**$0**	**$600**	**$600**	**$0**	**$0**	**$1,200**	**$1,417**	**$0**	**$2,617**
FINANCING SOURCES									
Bonds (30 Year)	$0	$600	$600	$0	$0	$1,200	$1,417	$0	$2,617
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$0	$600	$600	$0	$0	$1,200	$1,417	$0	$2,617
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: WSSC @ 15%	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$0**	**$600**	**$600**	**$0**	**$0**	**$1,200**	**$1,417**	**$0**	**$2,617**

Operating Budget Impact	**FY 2022**	**FY 2023**	**FY 2024**	**FY 2025**	**FY 2026**	**Approp. thru FY21**	**Beyond FY 2026**
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	82.6	82.6	119.3	156.1	156.1	82.6	156.1
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$82.6**	**$82.6**	**$119.3**	**$156.1**	**$156.1**	**$82.6**	**$156.1**
Increase to Sewer User Fee:	**0.8¢**	**0.8¢**	**1.2¢**	**1.6¢**	**1.6¢**	**0.8¢**	**1.6¢**

LOCATION:	**COMMISSIONER DISTRICT:**
ADC MAP 10(H2)	3

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2022

($ in thousands)

PROJECT NAME:					
Zekiah Pump Station Forcemain	**Sewer User**	**23%**	**Requested By:**	**PGM**
	Sewer Connection	**77%**	**Project #:**	**7108**

Design and construct approximately 7,000 l.f. of 18" force main from Zekiah Pump Station. This project is necessary to accommodate the increased flows generated when the Zekiah Pump Station is upgraded to 10.5 MGD. The new forcemain will run from the existing Zekiah Pump Station along Acton Lane to the intersection of Acton Lane and U.S. Route 301.

Planning Commission Comments: Project is consistent with Comprehensive Plan. (Rating #1)

EXPENSE BUDGET	**FY 2022**	**FY 2023**	**FY 2024**	**FY 2025**	**FY 2026**	**5-Year Total '22-'26**	**Approp. thru FY21**	**Beyond FY 2026**	**Project Total**
Architectural & Engineering	$0	$0	$0	$0	$0	$0	$110	$0	$110
Land & ROW	0	0	0	0	0	0	500	0	500
Construction	0	1,000	0	0	0	1,000	1,000	0	2,000
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	50	0	0	0	50	94	0	144
Administration - FAS	0	5	0	0	0	5	9	0	14
Inspection	0	30	0	0	0	30	39	0	69
Miscellaneous	0	10	0	0	0	10	12	0	22
Contingency	0	50	0	0	0	50	100	0	150
Total Outlay	**$0**	**$1,145**	**$0**	**$0**	**$0**	**$1,145**	**$1,864**	**$0**	**$3,009**
FINANCING SOURCES									
Bonds (30 Year)	$0	$1,145	$0	$0	$0	$1,145	$1,864	$0	$3,009
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$0	$1,145	$0	$0	$0	$1,145	$1,864	$0	$3,009
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: WSSC @ 15%	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$0**	**$1,145**	**$0**	**$0**	**$0**	**$1,145**	**$1,864**	**$0**	**$3,009**

Operating Budget Impact	**FY 2022**	**FY 2023**	**FY 2024**	**FY 2025**	**FY 2026**	**Approp. thru FY21**	**Beyond FY 2026**
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	108.7	108.7	178.6	178.6	178.6	108.7	178.6
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$108.7**	**$108.7**	**$178.6**	**$178.6**	**$178.6**	**$108.7**	**$178.6**
Increase to Sewer User Fee:	**1.1¢**	**1.1¢**	**1.8¢**	**1.8¢**	**1.8¢**	**1.1¢**	**1.8¢**

LOCATION:	**COMMISSIONER DISTRICT:**
ADC MAP 10(H2)	3

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2022

($ in thousands)

PROJECT NAME:				
Cliffton WWTP Improvements	**Sewer User**	**100%**	**Requested By:**	**DPW**
	Sewer Connection	**0%**	**Project #:**	**7123**

Cliffton WWTP was constructed in the 1970's and is in need of equipment overhaul and replacement to improve treatment reliability and operability. Project includes complete evaluation of treatment plant and implementation of recommended improvements.

Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent (Rating #2)

EXPENSE BUDGET	**FY 2022**	**FY 2023**	**FY 2024**	**FY 2025**	**FY 2026**	**5-Year Total '22-'26**	**Approp. thru FY21**	**Beyond FY 2026**	**Project Total**
Architectural & Engineering	$75	$75	$0	$0	$0	$150	$645	$0	$795
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	1,825	1,825	0	0	0	3,650	3,900	0	7,550
Equipment	0	0	0	0	0	0	0	0	0
Administration	45	45	0	0	0	90	93	0	183
Administration - FAS	5	5	0	0	0	10	15	0	25
Inspection	125	125	0	0	0	250	370	0	620
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	183	183	0	0	0	366	391	0	757
Total Outlay	**$2,258**	**$2,258**	**$0**	**$0**	**$0**	**$4,516**	**$5,414**	**$0**	**$9,930**
FINANCING SOURCES									
Bonds (15 Year)	$2,258	$2,258	$0	$0	$0	$4,516	$5,414	$0	$9,930
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$2,258	$2,258	$0	$0	$0	$4,516	$5,414	$0	$9,930
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: WSSC @ 15%	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$2,258**	**$2,258**	**$0**	**$0**	**$0**	**$4,516**	**$5,414**	**$0**	**$9,930**

Operating Budget Impact	**FY 2022**	**FY 2023**	**FY 2024**	**FY 2025**	**FY 2026**	**Approp. thru FY21**	**Beyond FY 2026**
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	472.4	673.4	875.8	875.8	875.8	472.4	875.8
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$472.4**	**$673.4**	**$875.8**	**$875.8**	**$875.8**	**$472.4**	**$875.8**
Increase to Sewer User Fee:	**21.0¢**	**29.9¢**	**38.8¢**	**38.8¢**	**38.8¢**	**21.0¢**	**38.8¢**

LOCATION:	**COMMISSIONER DISTRICT:**
Newburg, MD	1

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2022
($ in thousands)

PROJECT NAME: | **Sewer User** 60% | **Requested By:** DPW | **Sewer Connection** 40% | **Project #:**

MWWTP Primary Clarifiers #1-4 Demolition

Existing Primary Clarifiers #1-4 at MWWTP are original to the plant. Flows at MWWTP have exceeded the capabilities of these units leaving them inoperative. Work includes proper demolition of these structures.

Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent (Rating #2)

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$0	$0	$175	$145	$0	$320	$0	$0	$320
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	0	1,450	0	1,450	0	0	1,450
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	12	12	0	24	0	0	24
Administration - FAS	0	0	5	6	0	11	0	0	11
Inspection	0	0	0	145	0	145	0	0	145
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	0	0	145	0	145	0	0	145
Total Outlay	**$0**	**$0**	**$192**	**$1,903**	**$0**	**$2,095**	**$0**	**$0**	**$2,095**
FINANCING SOURCES									
Bonds (30 Year)	$0	$0	$163	$1,618	$0	$1,781	$0	$0	$1,781
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$0	$0	$163	$1,618	$0	$1,781	$0	$0	$1,781
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: WSSC @ 15%	0	0	29	285	0	314	0	0	314
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$0**	**$0**	**$192**	**$1,903**	**$0**	**$2,095**	**$0**	**$0**	**$2,095**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	0.0	0.0	0.0	10.0	109.3	0.0	109.3
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$0.0**	**$0.0**	**$0.0**	**$10.0**	**$109.3**	**$0.0**	**$109.3**
Increase to Sewer User Fee:	**0.0¢**	**0.0¢**	**0.0¢**	**0.3¢**	**2.9¢**	**0.0¢**	**2.9¢**

LOCATION: Mattawoman WWTP

COMMISSIONER DISTRICT: 2

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2022
($ in thousands)

PROJECT NAME:
Hughesville Collection Sewer System

Sewer User 0% | **Sewer Connection** 100%

Requested By: PGM
Project #: 7138

This project will design and construct a centralized sewer collection system for the Hughesville Village core, including approximately 12,700 linear feet of gravity sewer lines, a new wastewater treatment plant, and all associated infrastructure. The scope includes all aspects of engineering design, permitting, land acquisition, and construction for the central sewer collection and treatment system to serve the village consistent with the Hughesville Village Revitalization Plan and the Hughesville Water and Sewer Feasibility Study.

Planning Commission Comments: Project is consistent with Comprehensive Plan. (Rating #1)
PRIORITY

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$0	$0	$0	$0	$0	$0	$350	$0	$350
Land & ROW	0	0	0	0	0	0	380	0	380
Construction	0	0	0	1,750	1,750	3,500	0	0	3,500
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	100	133	133	366	57	0	423
Administration - FAS	0	0	5	6	6	17	3	0	20
Inspection	0	0	0	73	73	146	0	0	146
Miscellaneous	0	0	5	5	0	10	15	0	25
Contingency	0	0	0	175	175	350	37	0	387
Total Outlay	**$0**	**$0**	**$110**	**$2,142**	**$2,137**	**$4,389**	**$842**	**$0**	**$5,231**

FINANCING SOURCES	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Bonds (30 Year)	$0	$0	$110	$2,142	$2,137	$4,389	$842	$0	$5,231
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$0	$0	$110	$2,142	$2,137	$4,389	$842	$0	$5,231
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: WSSC @ 15%	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$0**	**$0**	**$110**	**$2,142**	**$2,137**	**$4,389**	**$842**	**$0**	**$5,231**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	49.1	49.1	49.1	55.9	187.4	49.1	318.6
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$49.1**	**$49.1**	**$49.1**	**$55.9**	**$187.4**	**$49.1**	**$318.6**
Increase to Sewer User Fee:	**0.0¢**	**0.0¢**	**0.0¢**	**0.0¢**	**0.0¢**	**0.0¢**	**0.0¢**

LOCATION:
Hughesville

COMMISSIONER DISTRICT:
1

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2022

($ in thousands)

PROJECT NAME:					
MWWTP Septage Receiving Facility Improvements	**Sewer User**	**60%**	**Requested By:**	**DPW**
	Sewer Connection	**40%**	**Project #:**	**7130**

This facility does not have sufficient means of debris removal that causes constant clogging of pumps and extensive cleaning of the wet well on a routine basis. This project will evaluate methods of debris removal for this facility and then implement the best approach.

Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent (Rating #2)

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$45	$75	$150	$0	$0	$270	$142	$0	$412
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	1,275	0	0	1,275	275	0	1,550
Equipment	0	0	0	0	0	0	0	0	0
Administration	45	45	45	0	0	135	69	0	204
Administration - FAS	5	5	5	0	0	15	9	0	24
Inspection	0	0	150	0	0	150	75	0	225
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	38	0	128	0	0	166	28	0	194
Total Outlay	**$133**	**$125**	**$1,753**	**$0**	**$0**	**$2,011**	**$598**	**$0**	**$2,609**
FINANCING SOURCES									
Bonds (30 Year)	$133	$125	$1,753	$0	$0	$2,011	$598	$0	$2,609
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$133	$125	$1,753	$0	$0	$2,011	$598	$0	$2,609
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: WSSC @ 15%	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$133**	**$125**	**$1,753**	**$0**	**$0**	**$2,011**	**$598**	**$0**	**$2,609**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	34.9	42.9	50.5	158.1	158.1	34.9	158.1
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$34.9**	**$42.9**	**$50.5**	**$158.1**	**$158.1**	**$34.9**	**$158.1**
Increase to Sewer User Fee:	**0.9¢**	**1.1¢**	**1.3¢**	**4.2¢**	**4.2¢**	**0.9¢**	**4.2¢**

LOCATION:	COMMISSIONER DISTRICT:
Mattawoman WWTP	2

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2022

($ in thousands)

PROJECT NAME: **Sewer User** 100% **Requested By:** DPW

Post Office Road Sewer Capacity Improvements **Sewer Connection** 0% **Project #:** 7132

This project includes evaluation and implementation of recommended improvements to approximately 3,500 LF of sewer in the area of Post Office Road and St. Charles Parkway to address capacity and maintenance concerns.

Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent (Rating #2)

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$125	$0	$0	$0	$0	$125	$430	$0	$555
Land & ROW	0	0	0	0	0	0	150	0	150
Construction	1,825	0	0	0	0	1,825	2,975	0	4,800
Equipment	0	0	0	0	0	0	0	0	0
Administration	45	0	0	0	0	45	81	0	126
Administration - FAS	5	0	0	0	0	5	12	0	17
Inspection	75	0	0	0	0	75	245	0	320
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	183	0	0	0	0	183	306	0	489
Total Outlay	**$2,258**	**$0**	**$0**	**$0**	**$0**	**$2,258**	**$4,199**	**$0**	**$6,457**
FINANCING SOURCES									
Bonds (15 Year)	$2,258	$0	$0	$0	$0	$2,258	$4,199	$0	$6,457
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$2,258	$0	$0	$0	$0	$2,258	$4,199	$0	$6,457
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: WSSC @ 15%	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$2,258**	**$0**	**$0**	**$0**	**$0**	**$2,258**	**$4,199**	**$0**	**$6,457**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	366.4	567.4	567.4	567.4	567.4	366.4	567.4
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$366.4**	**$567.4**	**$567.4**	**$567.4**	**$567.4**	**$366.4**	**$567.4**
Increase to Sewer User Fee:	**16.3¢**	**25.2¢**	**25.2¢**	**25.2¢**	**25.1¢**	**16.3¢**	**25.1¢**

LOCATION: **COMMISSIONER DISTRICT:**

Waldorf, MD 4

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2022
($ in thousands)

PROJECT NAME:					
MWWTP Effluent Filters #7-#16	**Sewer User**	**60%**	**Requested By:**	**DPW**
	Sewer Connection	**40%**	**Project #:**	**7164**

This project will add 10 additional effluent filters to increase hydraulic capacity and improve system efficiency and reliability.

Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent (Rating #2)

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$0	$350	$575	$175	$175	$1,275	$750	$0	$2,025
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	650	5,750	6,175	12,575	2,750	0	15,325
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	45	45	45	45	180	45	0	225
Administration - FAS	0	5	5	6	6	22	3	0	25
Inspection	0	175	175	175	175	700	0	0	700
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	0	65	575	618	1,258	0	0	1,258
Total Outlay	**$0**	**$575**	**$1,515**	**$6,726**	**$7,194**	**$16,010**	**$3,548**	**$0**	**$19,558**
FINANCING SOURCES									
Bonds (30 Year)	$0	$489	$1,288	$5,717	$6,115	$13,609	$3,016	$0	$16,625
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$0	$489	$1,288	$5,717	$6,115	$13,609	$3,016	$0	$16,625
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: WSSC @ 15%	0	86	227	1,009	1,079	2,401	532	0	2,933
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$0**	**$575**	**$1,515**	**$6,726**	**$7,194**	**$16,010**	**$3,548**	**$0**	**$19,558**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	175.9	175.9	205.7	284.8	635.8	175.9	1,011.2
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$175.9**	**$175.9**	**$205.7**	**$284.8**	**$635.8**	**$175.9**	**$1,011.2**
Increase to Sewer User Fee:	**4.7¢**	**4.7¢**	**5.5¢**	**7.6¢**	**16.9¢**	**4.7¢**	**26.8¢**

LOCATION:	COMMISSIONER DISTRICT:
Mattawoman WWTP	2

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2022

($ in thousands)

PROJECT NAME:					
MWWTP Reclaimed Water Filtration Facility	**Sewer User**	**60%**	**Requested By:**	**DPW**
	Sewer Connection	**40%**	**Project #:**	**7152**

This project will construct a filtration facility to treat plant effluent to reclaimed water quality standards on a consistent basis, ensuring that we can meet the Development Agreement contractual obligations. An additional benefit is that this project will also allow us to treat reclaimed water to a level that allows wide-spread beneficial reuse, with the goal of reducing the use of potable water for irrigation and other needs, where the reclaimed water could come into contact with humans. Treating to reclaimed water standards also has the potential for a future revenue source. As this project develops, changes in treatment processes and technologies may be needed that may expand the scope of this project to address regulatory needs..

Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent (Rating #2)

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$0	$525	$125	$125	$0	$775	$1,125	$0	$1,900
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	6,250	6,325	0	12,575	0	0	12,575
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	45	45	45	0	135	15	0	150
Administration - FAS	0	5	5	6	0	16	3	0	19
Inspection	0	0	175	175	0	350	0	0	350
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	0	625	633	0	1,258	0	0	1,258
Total Outlay	**$0**	**$575**	**$7,225**	**$7,309**	**$0**	**$15,109**	**$1,143**	**$0**	**$16,252**
FINANCING SOURCES									
Bonds (30 Year)	$0	$575	$7,225	$7,309	$0	$15,109	$1,143	$0	$16,252
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$0	$575	$7,225	$7,309	$0	$15,109	$1,143	$0	$16,252
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: WSSC @ 15%	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$0**	**$575**	**$7,225**	**$7,309**	**$0**	**$15,109**	**$1,143**	**$0**	**$16,252**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	66.7	66.7	101.8	545.3	994.0	66.7	994.0
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$66.7**	**$66.7**	**$101.8**	**$545.3**	**$994.0**	**$66.7**	**$994.0**
Increase to Sewer User Fee:	**1.8¢**	**1.8¢**	**2.7¢**	**14.5¢**	**26.4¢**	**1.8¢**	**26.4¢**

LOCATION:	COMMISSIONER DISTRICT:
MWWTP	2

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2022

($ in thousands)

PROJECT NAME:				
MWWTP Final Filter Disinfection System	**Sewer User**	**60%**	**Requested By:**	**DPW**
	Sewer Connection	**40%**	**Project #:**	**7165**

This project includes installation of chlorination and dechlorination systems at the existing effluent sand filters to assist in regular cleaning of the sand media that is needed to maintain system performance.

Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent (Rating #2)

EXPENSE BUDGET	**FY 2022**	**FY 2023**	**FY 2024**	**FY 2025**	**FY 2026**	**5-Year Total '22-'26**	**Approp. thru FY21**	**Beyond FY 2026**	**Project Total**
Architectural & Engineering	$0	$0	$75	$75	$0	$150	$175	$0	$325
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	625	525	0	1,150	375	0	1,525
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	45	45	0	90	45	0	135
Administration - FAS	0	0	5	6	0	11	3	0	14
Inspection	0	0	150	150	0	300	38	0	338
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	0	63	53	0	116	38	0	154
Total Outlay	**$0**	**$0**	**$963**	**$854**	**$0**	**$1,817**	**$674**	**$0**	**$2,491**
FINANCING SOURCES									
Bonds (30 Year)	$0	$0	$819	$726	$0	$1,545	$573	$0	$2,118
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$0	$0	$819	$726	$0	$1,545	$573	$0	$2,118
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: WSSC @ 15%	0	0	144	128	0	272	101	0	373
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$0**	**$0**	**$963**	**$854**	**$0**	**$1,817**	**$674**	**$0**	**$2,491**

Operating Budget Impact	**FY 2022**	**FY 2023**	**FY 2024**	**FY 2025**	**FY 2026**	**Approp. thru FY21**	**Beyond FY 2026**
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	33.4	33.4	33.4	83.7	128.3	33.4	128.3
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$33.4**	**$33.4**	**$33.4**	**$83.7**	**$128.3**	**$33.4**	**$128.3**
Increase to Sewer User Fee:	**0.9¢**	**0.9¢**	**0.9¢**	**2.2¢**	**3.4¢**	**0.9¢**	**3.4¢**

LOCATION:	**COMMISSIONER DISTRICT:**
MWWTP	2

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2022

($ in thousands)

PROJECT NAME:

MWWTP Reclaimed Water Pump Station Improvements

Sewer User	**60%**	**Requested By:**	**DPW**
Sewer Connection	**40%**	**Project #:**	**7166**

This project includes: replacement of drain valves in wetwell to facilitate cleaning and maintenance, replacement of the disinfection system, and additional discharge header connection for added system reliability.

Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent (Rating #2)

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$0	$75	$75	$0	$0	$150	$275	$0	$425
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	275	0	0	275	475	0	750
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	45	45	0	0	90	45	0	135
Administration - FAS	0	5	5	0	0	10	3	0	13
Inspection	0	75	75	0	0	150	28	0	178
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	0	28	0	0	28	38	0	66
Total Outlay	**$0**	**$200**	**$503**	**$0**	**$0**	**$703**	**$864**	**$0**	**$1,567**
FINANCING SOURCES									
Bonds (30 Year)	$0	$200	$503	$0	$0	$703	$864	$0	$1,567
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$0	$200	$503	$0	$0	$703	$864	$0	$1,567
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: WSSC @ 15%	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$0**	**$200**	**$503**	**$0**	**$0**	**$703**	**$864**	**$0**	**$1,567**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	50.4	50.4	62.6	93.5	93.5	50.4	93.5
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$50.4**	**$50.4**	**$62.6**	**$93.5**	**$93.5**	**$50.4**	**$93.5**
Increase to Sewer User Fee:	**1.3¢**	**1.3¢**	**1.7¢**	**2.5¢**	**2.5¢**	**1.3¢**	**2.5¢**

LOCATION: MWWTP

COMMISSIONER DISTRICT: 2

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2022

($ in thousands)

PROJECT NAME:

MWWTP Effluent PS Forcemain Surge Management System

Sewer User	**60%**	**Requested By:**	**DPW**
Sewer Connection	**40%**	**Project #:**	**7167**

This project includes installation of a surge system to protect the forcemain piping and pumps from excessive surge pressures during normal operation in addition to power loss conditions.

Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent (Rating #2)

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$150	$75	$75	$0	$0	$300	$75	$0	$375
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	425	425	0	0	850	250	0	1,100
Equipment	0	0	0	0	0	0	0	0	0
Administration	45	45	45	0	0	135	12	0	147
Administration - FAS	5	5	5	0	0	15	3	0	18
Inspection	0	75	75	0	0	150	28	0	178
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	43	43	0	0	86	38	0	124
Total Outlay	**$200**	**$668**	**$668**	**$0**	**$0**	**$1,536**	**$406**	**$0**	**$1,942**
FINANCING SOURCES									
Bonds (30 Year)	$170	$568	$568	$0	$0	$1,306	$345	$0	$1,651
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$170	$568	$568	$0	$0	$1,306	$345	$0	$1,651
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: WSSC @ 15%	30	100	100	0	0	230	61	0	291
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$200**	**$668**	**$668**	**$0**	**$0**	**$1,536**	**$406**	**$0**	**$1,942**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	20.1	30.4	65.0	99.9	99.9	20.1	99.9
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$20.1**	**$30.4**	**$65.0**	**$99.9**	**$99.9**	**$20.1**	**$99.9**
Increase to Sewer User Fee:	**0.5¢**	**0.8¢**	**1.7¢**	**2.7¢**	**2.7¢**	**0.5¢**	**2.7¢**

LOCATION:
MWWTP

COMMISSIONER DISTRICT:
2

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2022

($ in thousands)

PROJECT NAME:				
MWWTP Belt Filter Press Replacement	**Sewer User**	**60%**	**Requested By:**	**DPW**
	Sewer Connection	**40%**	**Project #:**	**7168**

Belt Filter Presses #1 through #3 of the sludge process at MWWTP are aged and in need of replacement. Work includes replacement of all mechanical, electrical, and structural components. Additional work includes replacement of lime system that is aged and in need of replacement.

Planning Commission Comments: Project is consistent with Comprehensive Plan. (Rating #1)

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$125	$225	$175	$0	$0	$525	$562	$0	$1,087
Land & ROW	375	0	0	0	0	375	0	0	375
Construction	0	3,375	1,550	0	0	4,925	2,444	0	7,369
Equipment	0	0	0	0	0	0	0	0	0
Administration	45	45	45	0	0	135	12	0	147
Administration - FAS	5	5	5	0	0	15	3	0	18
Inspection	0	125	125	0	0	250	125	0	375
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	338	155	0	0	493	338	0	831
Total Outlay	**$550**	**$4,113**	**$2,055**	**$0**	**$0**	**$6,718**	**$3,484**	**$0**	**$10,202**
FINANCING SOURCES									
Bonds (30 Year)	$467	$3,496	$1,747	$0	$0	$5,710	$2,812	$0	$8,522
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$467	$3,496	$1,747	$0	$0	$5,710	$2,812	$0	$8,522
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: WSSC @ 15%	83	617	308	0	0	1,008	672	0	1,680
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$550**	**$4,113**	**$2,055**	**$0**	**$0**	**$6,718**	**$3,484**	**$0**	**$10,202**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	164.0	192.2	405.5	512.8	512.8	164.0	512.8
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$164.0**	**$192.2**	**$405.5**	**$512.8**	**$512.8**	**$164.0**	**$512.8**
Increase to Sewer User Fee:	**4.4¢**	**5.1¢**	**10.8¢**	**13.6¢**	**13.6¢**	**4.4¢**	**13.6¢**

LOCATION:	COMMISSIONER DISTRICT:
MWWTP	2

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2022

($ in thousands)

PROJECT NAME:

MWWTP Process Improvements

Sewer User	**60%**	**Requested By:**	**DPW**
Sewer Connection	**40%**	**Project #:**	**7176**

Various areas/processes at MWWTP are aged and/or in need of improvement that include, but are not limited to the following: grading/storm drainage, valve and piping at Digesters #1-5 & #6-11, blower piping and valving at Digesters, tunnel drainage, tunnel piping/valving, as-built production for entire facility, vacuum truck receiving facility, additional barscreen, and ferric chloride storage tank.

Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent (Rating #2)

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$375	$275	$175	$175	$175	$1,175	$0	$175	$1,350
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	425	575	775	775	775	3,325	0	775	4,100
Equipment	0	0	0	0	0	0	0	0	0
Administration	45	45	45	45	45	225	0	45	270
Administration - FAS	5	5	5	6	6	27	0	6	33
Inspection	125	125	125	125	125	625	0	125	750
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	43	58	78	78	78	335	0	78	413
Total Outlay	**$1,018**	**$1,083**	**$1,203**	**$1,204**	**$1,204**	**$5,712**	**$0**	**$1,204**	**$6,916**
FINANCING SOURCES									
Bonds (30 Year)	$865	$921	$1,023	$1,023	$1,023	$4,855	$0	$1,023	$5,878
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$865	$921	$1,023	$1,023	$1,023	$4,855	$0	$1,023	$5,878
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: WSSC @ 15%	153	162	180	181	181	857	0	181	1,038
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$1,018**	**$1,083**	**$1,203**	**$1,204**	**$1,204**	**$5,712**	**$0**	**$1,204**	**$6,916**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	0.0	52.2	108.4	171.2	234.0	0.0	359.6
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$0.0**	**$52.2**	**$108.4**	**$171.2**	**$234.0**	**$0.0**	**$359.6**
Increase to Sewer User Fee:	**0.0¢**	**1.4¢**	**2.9¢**	**4.6¢**	**6.2¢**	**0.0¢**	**9.5¢**

LOCATION:
MWWTP

COMMISSIONER DISTRICT:
2

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2022

($ in thousands)

PROJECT NAME:				
MWWTP Grit Removal System #5	**Sewer User**	**60%**	**Requested By:**	**DPW**
	Sewer Connection	**40%**	**Project #:**	

MWWTP is receiving increased flows requiring an additional 20 MGD grit removal system. These systems remove grit/sand from the wastewater before it enters downstream processes where it can damage equipment and cause increased repairs/maintenance.

Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent (Rating #2)

BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$0	$275	$75	$75	$0	$425	$0	$0	$425
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	1,100	1,175	0	2,275	0	0	2,275
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	45	45	45	0	135	0	0	135
Administration - FAS	0	3	3	3	0	9	0	0	9
Inspection	0	0	125	125	0	250	0	0	250
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	0	110	118	0	228	0	0	228
Total Outlay	**$0**	**$323**	**$1,458**	**$1,541**	**$0**	**$3,322**	**$0**	**$0**	**$3,322**
FINANCING SOURCES									
Bonds (30 Year)	$0	$275	$1,239	$1,310	$0	$2,824	$0	$0	$2,824
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$0	$275	$1,239	$1,310	$0	$2,824	$0	$0	$2,824
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: WSSC @ 15%	0	48	219	231	0	498	0	0	498
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$0**	**$323**	**$1,458**	**$1,541**	**$0**	**$3,322**	**$0**	**$0**	**$3,322**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	0.0	0.0	16.8	92.8	173.3	0.0	173.3
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$0.0**	**$0.0**	**$16.8**	**$92.8**	**$173.3**	**$0.0**	**$173.3**
Increase to Sewer User Fee:	**0.0¢**	**0.0¢**	**0.4¢**	**2.5¢**	**4.6¢**	**0.0¢**	**4.6¢**

LOCATION:	COMMISSIONER DISTRICT:
MWWTP	2

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2022

($ in thousands)

PROJECT NAME:				
White Plains Failing Septic Sewer Improvements	**Sewer User**	**70%**	**Requested By:**	**DPW**
	Sewer Connection	**30%**	**Project #:**	**7080**

The residences along Gateway Blvd. and Park Ave. off Billingsley Road are experiencing failing septics. This project is for the design and construction of a gravity sewer collection system to service those residences.

Planning Commission Comments: Project is consistent with Comprehensive Plan. (Rating #1)
PRIORITY

EXPENSE BUDGET	**FY 2022**	**FY 2023**	**FY 2024**	**FY 2025**	**FY 2026**	**5-Year Total '22-'26**	**Approp. thru FY21**	**Beyond FY 2026**	**Project Total**
Architectural & Engineering	$0	$0	$0	$0	$0	$0	$305	$0	$305
Land & ROW	0	0	0	0	0	0	232	0	232
Construction	700	0	0	0	0	700	1,200	0	1,900
Equipment	0	0	0	0	0	0	0	0	0
Administration	18	0	0	0	0	18	160	0	178
Administration - FAS	5	0	0	0	0	5	3	0	8
Inspection	120	0	0	0	0	120	124	0	244
Miscellaneous	20	0	0	0	0	20	79	0	99
Contingency	100	0	0	0	0	100	67	0	167
Total Outlay	**$963**	**$0**	**$0**	**$0**	**$0**	**$963**	**$2,169**	**$0**	**$3,132**
FINANCING SOURCES									
Bonds (30 Year)	$963	$0	$0	$0	$0	$963	$2,169	$0	$3,132
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$963	$0	$0	$0	$0	$963	$2,169	$0	$3,132
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: WSSC @ 15%	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$963**	**$0**	**$0**	**$0**	**$0**	**$963**	**$2,169**	**$0**	**$3,132**

Operating Budget Impact	**FY 2022**	**FY 2023**	**FY 2024**	**FY 2025**	**FY 2026**	**Approp. thru FY21**	**Beyond FY 2026**
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	126.5	184.6	184.6	184.6	184.6	126.5	184.6
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$126.5**	**$184.6**	**$184.6**	**$184.6**	**$184.6**	**$126.5**	**$184.6**
Increase to Sewer User Fee:	**3.9¢**	**5.7¢**	**5.7¢**	**5.7¢**	**5.7¢**	**3.9¢**	**5.7¢**

LOCATION:	**COMMISSIONER DISTRICT:**
White Plains	2

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2022
($ in thousands)

PROJECT NAME:
Sewer Pump Station Capacity Study

Sewer User	**50%**	**Requested By:**	**PGM**
Sewer Connection	**50%**	**Project #:**	**7162**

A comprehensive update and analysis of existing County sewer pump stations is needed to accurately represent the true capacity and limitations of our sewer infrastructure for maintenance planning as well as analyzing the impact of currently proposed development on the sewer systems, as well as impact analysis of future build-out.

Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent (Rating #2)

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$150	$0	$0	$0	$0	$150	$150	$0	$300
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	0	0	0	0	0	0	0
Equipment	0	0	0	0	0	0	0	0	0
Administration	5	0	0	0	0	5	11	0	16
Administration - FAS	5	0	0	0	0	5	3	0	8
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	2	0	2
Contingency	0	0	0	0	0	0	3	0	3
Total Outlay	**$160**	**$0**	**$0**	**$0**	**$0**	**$160**	**$169**	**$0**	**$329**
FINANCING SOURCES									
Bonds (30 Year)	$0	$0	$0	$0	$0	$0	$0	$0	$0
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	160	0	0	0	0	160	169	0	329
Total County Funding	$160	$0	$0	$0	$0	$160	$169	$0	$329
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: WSSC @ 15%	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$160**	**$0**	**$0**	**$0**	**$0**	**$160**	**$169**	**$0**	**$329**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Increase to Sewer User Fee:	**3.6¢**	**-3.6¢**	**0.0¢**	**0.0¢**	**0.0¢**	**3.8¢**	**0.0¢**

LOCATION:
Various

COMMISSIONER DISTRICT:
All

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2022
($ in thousands)

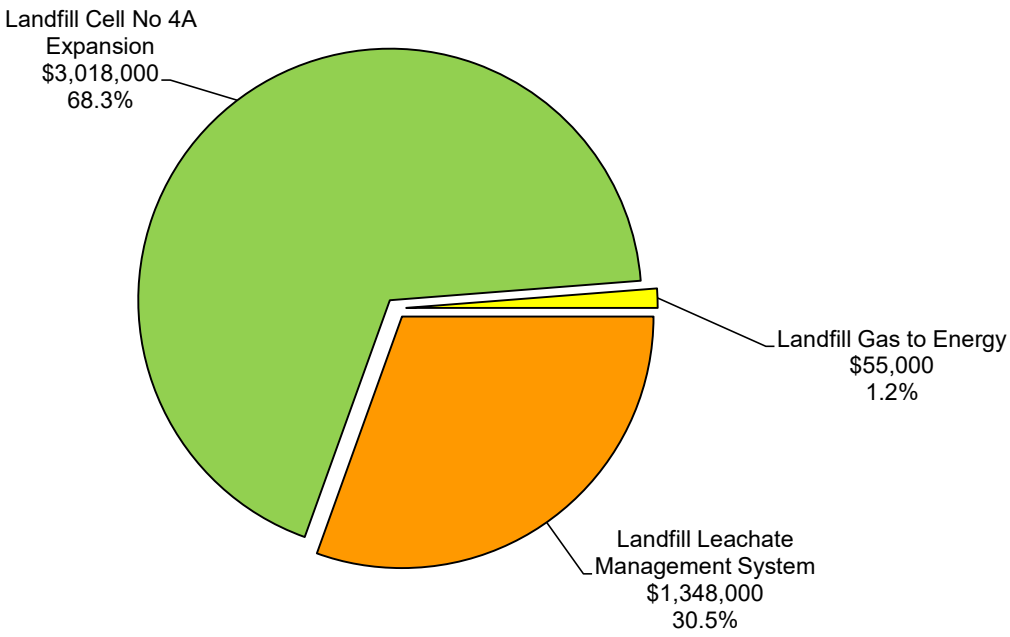
LANDFILL SUMMARY

Local governments have the duty to provide for the disposal of solid waste (trash) generated within its borders. Charles County plans for this function by establishing cash reserves collected from tipping fee revenue and dedicates the reserves for the next landfill cell. The current facility is composed of four cells over a 114 acre site. Other capital maintenance projects to the landfill are financed from ongoing tipping fee revenues.

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$125	$100	$75	$75	$0	$375	$990	$0	$1,365
Land & ROW	0	0	0	0	0	0	20	0	20
Construction	3,500	800	800	800	800	6,700	10,955	0	17,655
Equipment	0	0	0	0	0	0	0	0	0
Administration	129	0	0	0	0	129	539	0	668
Administration - FAS	15	5	5	6	6	37	24	0	61
Inspection	263	20	20	0	0	303	481	0	784
Miscellaneous	39	0	0	0	0	39	104	0	143
Contingency	350	0	0	0	0	350	1,138	0	1,488
Total Outlay	**$4,421**	**$925**	**$900**	**$881**	**$806**	**$7,933**	**$14,251**	**$0**	**$22,184**
FINANCING SOURCES									
Bonds	($5,133)	$0	$0	$0	$0	($5,133)	$5,496	$0	$363
Capital Budget Reserve	9,554	925	900	881	806	13,066	8,755	0	21,821
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$4,421	$925	$900	$881	$806	$7,933	$14,251	$0	$22,184
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: _____	0	0	0	0	0	0	0	0	0
Total Funding	**$4,421**	**$925**	**$900**	**$881**	**$806**	**$7,933**	**$14,251**	**$0**	**$22,184**

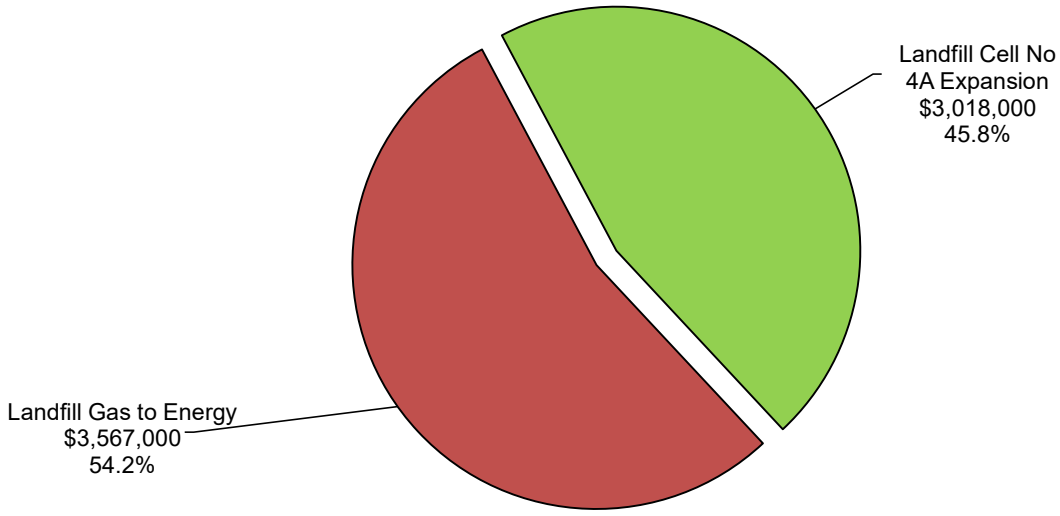
Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	75.0	78.0	81.1	84.3	0.0	87.7
Operating	0.0	1.2	1.3	1.3	1.3	0.0	1.4
Total Operating	**$0.0**	**$76.2**	**$79.3**	**$82.4**	**$85.6**	**$0.0**	**$89.1**
Debt Service: Bonds	479.6	22.7	22.7	22.7	22.7	479.6	22.7
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$479.6**	**$98.9**	**$102.0**	**$105.1**	**$108.3**	**$479.6**	**$111.8**
Increase to Annual Tipping fee:	**$6.47**	**$1.33**	**$0.00**	**$0.00**	**$0.00**		

FY22 Landfill Fund by Project
Total $4,421,000



The Landfill Leachate Management System, the Landfill Cell No. 4A Expansion and the Landfill Gas to Energy are funded by the Capital Budget Reserve. These revenues are paid for by the Landfill Tipping Fee. The FY2022 Fee is $81 per ton.

FY22-FY26 Landfill Fund by Project
Total $7,933,000



APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2022

($ in thousands)

PROJECT NAME: **Requested By:** **DPW**

Landfill Leachate Management System **Project #:** **8041**

Design and construct a leachate management system to handle the excess leachate volume generated with the development of Cells 2B/3B and proposed Cell #4A. The leachate system will consist of the construction of a secondary containment system around the existing leachate storage tanks, a leachate pretreatment facility, and a pump station and force main to pump the pretreated leachate to the sewer system in Billingsley Road.

Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent (Rating #2)

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$0	$0	$0	$0	$0	$0	$460	$0	$460
Land & ROW	0	0	0	0	0	0	20	0	20
Construction	1,000	0	0	0	0	1,000	4,075	0	5,075
Equipment	0	0	0	0	0	0	0	0	0
Administration	124	0	0	0	0	124	242	0	366
Administration - FAS	5	0	0	0	0	5	9	0	14
Inspection	100	0	0	0	0	100	251	0	351
Miscellaneous	19	0	0	0	0	19	31	0	50
Contingency	100	0	0	0	0	100	408	0	508
Total Outlay	**$1,348**	**$0**	**$0**	**$0**	**$0**	**$1,348**	**$5,496**	**$0**	**$6,844**
FINANCING SOURCES									
Bonds	($5,133)	$0	$0	$0	$0	($5,133)	$5,496	$0	$363
Capital Budget Reserve	6,481	0	0	0	0	6,481	0	0	6,481
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$1,348	$0	$0	$0	$0	$1,348	$5,496	$0	$6,844
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$1,348**	**$0**	**$0**	**$0**	**$0**	**$1,348**	**$5,496**	**$0**	**$6,844**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	479.6	22.7	22.7	22.7	22.7	479.6	22.7
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$479.6**	**$22.7**	**$22.7**	**$22.7**	**$22.7**	**$479.6**	**$22.7**
Increase to Annual Tipping fee:	$6.47	$0.31	$0.31	$0.31	$0.31	$6.98	$0.31

LOCATION: **COMMISSIONER DISTRICT:**

Charles County Landfill, Waldorf Maryland 4

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2022

($ in thousands)

PROJECT NAME: **Requested By:** **DPW**

Landfill Cell #4 Expansion **Project #:** **8092**

Design and construct landfill Cell #4 which will provide approximately 18.1 additional acres of capacity to the existing landfill facility. Cell #4 is the final cell to be constructed under the landfill permit.

Planning Commission Comments: Project is consistent with Comprehensive Plan. (Rating #1)
PRIORITY

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$75	$0	$0	$0	$0	$75	$530	$0	$605
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	2,500	0	0	0	0	2,500	6,880	0	9,380
Equipment	0	0	0	0	0	0	0	0	0
Administration	5	0	0	0	0	5	297	0	302
Administration - FAS	5	0	0	0	0	5	15	0	20
Inspection	163	0	0	0	0	163	230	0	393
Miscellaneous	20	0	0	0	0	20	73	0	93
Contingency	250	0	0	0	0	250	730	0	980
Total Outlay	**$3,018**	**$0**	**$0**	**$0**	**$0**	**$3,018**	**$8,755**	**$0**	**$11,773**
FINANCING SOURCES									
Bonds	$0	$0	$0	$0	$0	$0	$0	$0	$0
Capital Budget Reserve	3,018	0	0	0	0	3,018	8,755	0	11,773
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$3,018	$0	$0	$0	$0	$3,018	$8,755	$0	$11,773
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$3,018**	**$0**	**$0**	**$0**	**$0**	**$3,018**	**$8,755**	**$0**	**$11,773**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Increase to Annual Tipping fee:	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00

LOCATION: **COMMISSIONER DISTRICT:**

Charles County Landfill, Waldorf Maryland 4

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2022
($ in thousands)

PROJECT NAME: **Requested By:** DPW
Landfill Gas to Energy **Project #:** 8127

The Charles County Landfill #2 was designed with a capacity to accept 4,374,700 cubic yards of refuse. The landfill currently has a passive landfill gas (LFG) system that flares off LFG. While the current system is within regulation, it is the least effective system for capturing methane. LFG to Energy projects help curtail global climate change by reducing methane emissions, a greenhouse gas more potent than CO2. This CIP will evaluate possible Landfill gas extraction, assess projects' feasibilities, and prepare cost analyses during Phase 1. During Phase 2, this project will design, permit, and install a landfill gas to energy system.

Planning Commission Comments: Project is consistent with Comprehensive Plan. (Rating #1)

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$50	$100	$75	$75	$0	$300	$0	$0	$300
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	800	800	800	800	3,200	0	0	3,200
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	0	0	0	0	0	0	0
Administration - FAS	5	5	5	6	6	27	0	0	27
Inspection	0	20	20	0	0	40	0	0	40
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	0	0	0	0	0	0	0	0
Total Outlay	**$55**	**$925**	**$900**	**$881**	**$806**	**$3,567**	**$0**	**$0**	**$3,567**
FINANCING SOURCES									
Bonds	$0	$0	$0	$0	$0	$0	$0	$0	$0
Capital Budget Reserve	55	925	900	881	806	3,567	0	0	3,567
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$55	$925	$900	$881	$806	$3,567	$0	$0	$3,567
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$55**	**$925**	**$900**	**$881**	**$806**	**$3,567**	**$0**	**$0**	**$3,567**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	1.00	1.00	1.00	1.00	0.00	1.00
Personnel Costs	0.0	75.0	78.0	81.1	84.3	0.0	87.7
Operating	0.0	1.2	1.3	1.3	1.3	0.0	1.4
Total Operating	**$0.0**	**$76.2**	**$79.3**	**$82.4**	**$85.6**	**$0.0**	**$89.1**
Debt Service: Bonds	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$0.0**	**$76.2**	**$79.3**	**$82.4**	**$85.6**	**$0.0**	**$89.1**
Increase to Annual Tipping fee:	$0.00	$1.03	$1.07	$1.11	$1.15	$0.00	$1.20

LOCATION: **COMMISSIONER DISTRICT:**
Charles County Landfill, Waldorf Maryland 4

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2022
($ in thousands)

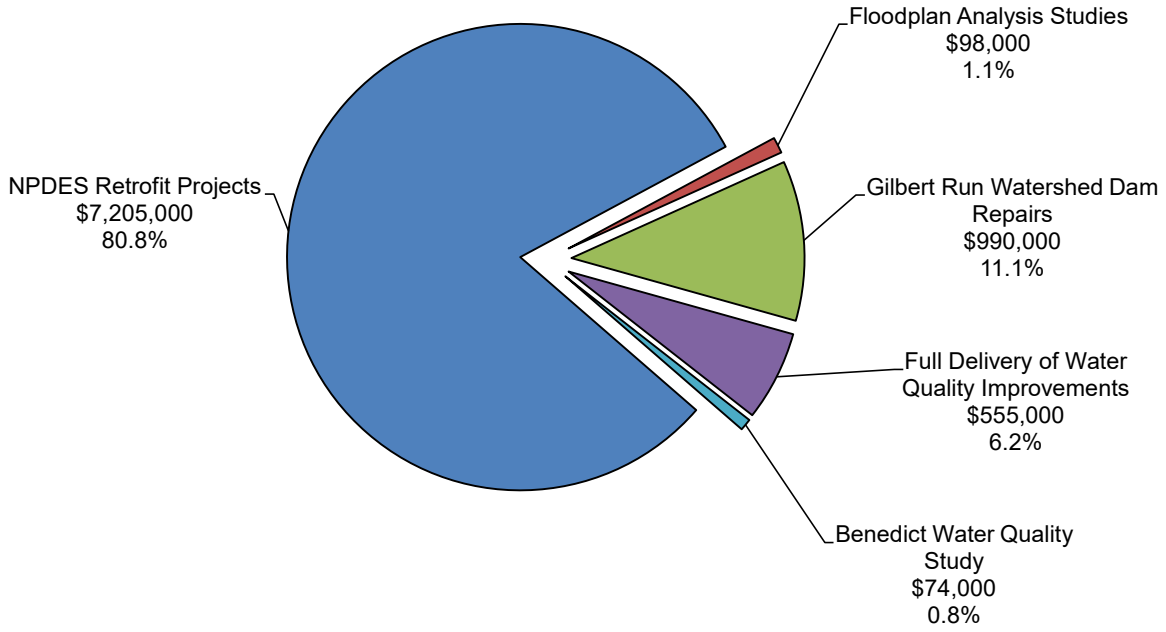
WATERSHED PROTECTION & RESTORATION FUND SUMMARY

Charles County continues to design and construct stormwater facilities to manage the quantity and quality of stormwater runoff from untreated impervious surface. Cost associated with this program are part of the Watershed Protection and Restoration Enterprise Fund and paid for with the stormwater remediation fee.

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$733	$587	$500	$500	$500	$2,820	$3,947	$500	$7,267
Land & ROW	500	500	500	500	500	2,500	5,768	500	8,768
Construction	6,350	6,350	5,500	5,500	5,000	28,700	31,844	5,000	65,544
Equipment	0	0	0	0	0	0	20	0	20
Administration	461	455	450	450	400	2,216	1,764	400	4,380
Administration - FAS	25	20	10	12	6	73	24	6	103
Inspection	200	200	200	200	200	1,000	415	200	1,615
Miscellaneous	101	100	100	100	100	501	771	100	1,372
Contingency	552	550	500	500	500	2,602	2,199	500	5,301
Total Outlay	**$8,922**	**$8,762**	**$7,760**	**$7,762**	**$7,206**	**$40,412**	**$46,750**	**$7,206**	**$94,368**
FINANCING SOURCES									
Bonds	$8,673	$8,588	$7,683	$7,685	$7,129	$39,758	$46,214	$7,129	$93,101
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	249	174	77	77	77	654	536	77	1,267
Total County Funding	$8,922	$8,762	$7,760	$7,762	$7,206	$40,412	$46,750	$7,206	$94,368
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: _____	0	0	0	0	0	0	0	0	0
Total Funding	**$8,922**	**$8,762**	**$7,760**	**$7,762**	**$7,206**	**$40,412**	**$46,750**	**$7,206**	**$94,368**

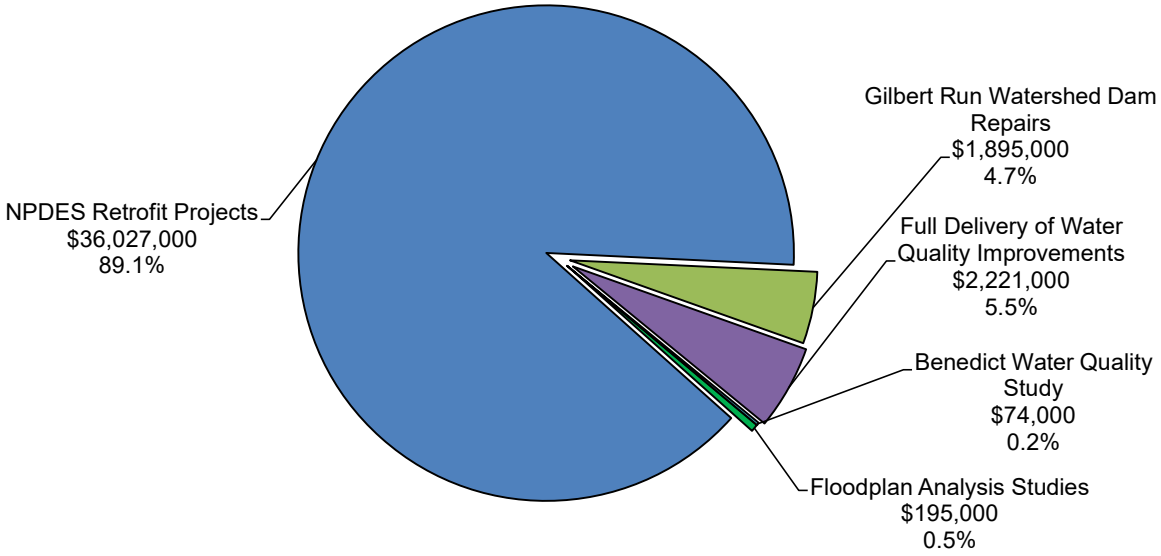
Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	4,032.5	4,555.6	5,073.6	5,537.0	6,000.5	4,032.5	6,463.9
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$4,032.5**	**$4,555.6**	**$5,073.6**	**$5,537.0**	**$6,000.5**	**$4,032.5**	**$6,463.9**
Increase to Annual WPRF fee:	$82.36	$85.26	$93.68	$103.12	$110.45	$77.57	$117.59

FY22 Watershed Protection and Restoration Fund by Project
Total $8,922,000



NPDES Retrofit Projects are funded by Bonds which are paid for with the Stormwater Remediation Fee. A $115 fee is charged annually to each improved property within the County.

FY22-FY26 Watershed Protection and Restoration Fund by Project
Total $40,412,000



APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2022

($ in thousands)

PROJECT NAME: **Requested By:** **DPW**

NPDES Retrofit Projects **Project #:** **8019**

This project is to implement the County's Municipal Stormwater Restoration Plans for achieving stormwater waste load allocations assigned to impaired waterways. The pace of project implementation is determined by the County's NPDES municipal stormwater permit requirement to restore a percentage of the County's impervious surface that has not already been restored to the maximum extent practicable.

Projects are primarily identified by watershed assessments, then evaluated and ranked for implementation. Project types include new or upgraded stormwater management facilities, green stormwater infrastructure, regenerative stream conveyance, stream restoration, shoreline management, septic practices, tree planting and other restoration practices per Maryland's Accounting for Stormwater Wasteload Allocations and Impervious Acres Treated Guidance for NPDES Stormwater Permits..

Planning Commission Comments: Project is consistent with Comprehensive Plan. (Rating #1)

PRIORITY

EXPENSE BUDGET	**FY 2022**	**FY 2023**	**FY 2024**	**FY 2025**	**FY 2026**	**5-Year Total '22-'26**	**Approp. thru FY21**	**Beyond FY 2026**	**Project Total**
Architectural & Engineering	$500	$500	$500	$500	$500	$2,500	$3,502	$500	$6,502
Land & ROW	500	500	500	500	500	2,500	5,768	500	8,768
Construction	5,000	5,000	5,000	5,000	5,000	25,000	31,344	5,000	61,344
Equipment	0	0	0	0	0	0	0	0	0
Administration	400	400	400	400	400	2,000	1,698	400	4,098
Administration - FAS	5	5	5	6	6	27	0	6	33
Inspection	200	200	200	200	200	1,000	415	200	1,615
Miscellaneous	100	100	100	100	100	500	770	100	1,370
Contingency	500	500	500	500	500	2,500	2,192	500	5,192
Total Outlay	**$7,205**	**$7,205**	**$7,205**	**$7,206**	**$7,206**	**$36,027**	**$45,687**	**$7,206**	**$88,920**
FINANCING SOURCES									
Bonds (30 Year)	$7,128	$7,128	$7,128	$7,129	$7,129	$35,642	$45,598	$7,129	$88,369
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	77	77	77	77	77	385	89	77	551
Total County Funding	$7,205	$7,205	$7,205	$7,206	$7,206	$36,027	$45,687	$7,206	$88,920
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$7,205**	**$7,205**	**$7,205**	**$7,206**	**$7,206**	**$36,027**	**$45,687**	**$7,206**	**$88,920**

Operating Budget Impact						**Approp. thru FY21**	**Beyond FY 2026**
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	3,978.8	4,408.7	4,838.6	5,268.5	5,698.5	3,978.8	6,128.4
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$3,978.8**	**$4,408.7**	**$4,838.6**	**$5,268.5**	**$5,698.5**	**$3,978.8**	**$6,128.4**
Increase to Annual WPRF fee:	$76.54	$83.89	$91.08	$98.12	$104.89	$76.54	$111.49

LOCATION: **COMMISSIONER DISTRICT:**

Charles County Development District- see description Various

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2022

($ in thousands)

PROJECT NAME: **Requested By:** **DPW**

Gilbert Run Watershed Dam Repairs **Project #:** **8124**

Maintenance and Operation Agreement between County Commissioners of Charles County and the Gilbert Run Watershed Association in 2002 transfers responsibility from the association to the county to operate and maintain the Gilbert Run Watershed Dams - Trinity, Jameson, and Wheatley Dams. Repairs to these dams are necessary per Maryland Department of Environment inspections and COMAR 26.17.04.

Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent (Rating #2)

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$85	$0	$0	$0	$0	$85	$85	$0	$170
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	850	850	0	0	0	1,700	0	0	1,700
Equipment	0	0	0	0	0	0	0	0	0
Administration	0	0	0	0	0	0	0	0	0
Administration - FAS	5	5	0	0	0	10	3	0	13
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	50	50	0	0	0	100	0	0	100
Total Outlay	**$990**	**$905**	**$0**	**$0**	**$0**	**$1,895**	**$88**	**$0**	**$1,983**
FINANCING SOURCES									
Bonds (15 Year)	$990	$905	$0	$0	$0	$1,895	$88	$0	$1,983
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$990	$905	$0	$0	$0	$1,895	$88	$0	$1,983
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$990**	**$905**	**$0**	**$0**	**$0**	**$1,895**	**$88**	**$0**	**$1,983**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	7.7	67.4	122.0	122.0	122.0	7.7	122.0
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$7.7**	**$67.4**	**$122.0**	**$122.0**	**$122.0**	**$7.7**	**$122.0**
Increase to Annual WPRF fee:	$0.15	$1.28	$2.30	$2.27	$2.25	$0.15	$2.22

LOCATION: **COMMISSIONER DISTRICT:**

Gilbert Run 1

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2022
($ in thousands)

PROJECT NAME: **Requested By:** **PGM**

Full Delivery of Water Quality Improvements **Project #:** **8125**

Project for delivery of completed projects that restore untreated impervious surfaces by construction of water quality facilities, stream restoration, or alternative best management practices as required by the County's NPDES Municipal Separate Storm Sewer System (MS4) permit.

Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent (Rating #2)
PRIORITY

EXPENSE BUDGET	**FY 2022**	**FY 2023**	**FY 2024**	**FY 2025**	**FY 2026**	**5-Year Total '22-'26**	**Approp. thru FY21**	**Beyond FY 2026**	**Project Total**
Architectural & Engineering	$0	$0	$0	$0	$0	$0	$0	$0	$0
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	500	500	500	500	0	2,000	500	0	2,500
Equipment	0	0	0	0	0	0	0	0	0
Administration	50	50	50	50	0	200	25	0	225
Administration - FAS	5	5	5	6	0	21	3	0	24
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	0	0	0
Contingency	0	0	0	0	0	0	0	0	0
Total Outlay	**$555**	**$555**	**$555**	**$556**	**$0**	**$2,221**	**$528**	**$0**	**$2,749**
FINANCING SOURCES									
Bonds (30 Year)	$555	$555	$555	$556	$0	$2,221	$528	$0	$2,749
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$555	$555	$555	$556	$0	$2,221	$528	$0	$2,749
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$555**	**$555**	**$555**	**$556**	**$0**	**$2,221**	**$528**	**$0**	**$2,749**

Operating Budget Impact						**Approp. thru FY21**	**Beyond FY 2026**
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	46.1	79.5	113.0	146.5	180.0	46.1	213.5
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$46.1**	**$79.5**	**$113.0**	**$146.5**	**$180.0**	**$46.1**	**$213.5**
Increase to Annual WPRF fee:	$0.89	$1.51	$2.13	$2.73	$3.31	$0.89	$3.88

LOCATION: **COMMISSIONER DISTRICT:**

Various All

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2022
($ in thousands)

PROJECT NAME: **Requested By:** **PGM**
Benedict Water Quality Study **Project #:** **8126**

An analysis of the water quality along the Patuxent River shoreline and its nearby tributaries is necessary to determine if area septic systems are contributing to excess nutrients in the water body. This study is in conjunction with the cost/benefit analysis for the Benedict Sewer System project, with a focus on determining potential water quality improvements that the proposed sewer system may contribute.

Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent (Rating #2)

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$60	$0	$0	$0	$0	$60	$60	$0	$120
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	0	0	0	0	0	0	0
Equipment	0	0	0	0	0	0	0	0	0
Administration	6	0	0	0	0	6	6	0	12
Administration - FAS	5	0	0	0	0	5	3	0	8
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	1	0	0	0	0	1	1	0	2
Contingency	2	0	0	0	0	2	2	0	4
Total Outlay	**$74**	**$0**	**$0**	**$0**	**$0**	**$74**	**$72**	**$0**	**$146**
FINANCING SOURCES									
Bonds (30 Year)	$0	$0	$0	$0	$0	$0	$0	$0	$0
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	74	0	0	0	0	74	72	0	146
Total County Funding	$74	$0	$0	$0	$0	$74	$72	$0	$146
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$74**	**$0**	**$0**	**$0**	**$0**	**$74**	**$72**	**$0**	**$146**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Increase to Annual WPRF fee:	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00

LOCATION: **COMMISSIONER DISTRICT:**
Benedict 1

APPROVED CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2022
($ in thousands)

PROJECT NAME: **Requested By:** **PGM**
Floodplain Analysis Study **Project #:** **8069**

Provide computations of major drainage courses of 30 acres or more that are not mapped by FEMA studies for potential restoration projects.

Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent (Rating #2)

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$88	$87	$0	$0	$0	$175	$300	$0	$475
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	0	0	0	0	0	0	0	0	0
Equipment	0	0	0	0	0	0	20	0	20
Administration	5	5	0	0	0	10	35	0	45
Administration - FAS	5	5	0	0	0	10	15	0	25
Inspection	0	0	0	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0	1	0	1
Contingency	0	0	0	0	0	0	5	0	5
Total Outlay	**$98**	**$97**	**$0**	**$0**	**$0**	**$195**	**$376**	**$0**	**$571**
FINANCING SOURCES									
Bonds (30 Year)	$0	$0	$0	$0	$0	$0	$0	$0	$0
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	98	97	0	0	0	195	376	0	571
Total County Funding	$98	$97	$0	$0	$0	$195	$376	$0	$571
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0	0
Total Funding	**$98**	**$97**	**$0**	**$0**	**$0**	**$195**	**$376**	**$0**	**$571**

Operating Budget Impact						Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Increase to Annual WPRF fee:	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00

APPROVED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2022

($ in thousands)

ENVIRONMENTAL SERVICE FUND SUMMARY

PROJECT NAME:

County Mulching Facility Relocation

Requested By: DPW
Project #: 8121

The mulching operation is currently located on a County own parcel that is slated for future animal shelter and bus transit station. To ensure that the mulching operation continues without disruption, a new mulching facility at a different location is preferred. The new facility will include a structural base of soil liner, geogrid fabric, and a stone working surface. A feasibility study will be performed to assess the land needs, suitable location, and estimated construction costs.

EXPENSE BUDGET	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	5-Year Total '22-'26	Approp. thru FY21	Beyond FY 2026	Project Total
Architectural & Engineering	$0	$0	$0	$0	$0	$0	$74	$0	$74
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	526	0	0	0	0	526	0	0	526
Equipment	0	0	0	0	0	0	0	0	0
Administration	40	0	0	0	0	40	9	0	49
Administration - FAS	5	0	0	0	0	5	6	0	11
Inspection	26	0	0	0	0	26	0	0	26
Miscellaneous	5	0	0	0	0	5	1	0	6
Contingency	57	0	0	0	0	57	2	0	59
Total Outlay	**$659**	**$0**	**$0**	**$0**	**$0**	**$659**	**$92**	**$0**	**$751**
FINANCING SOURCES									
Bonds	$659	$0	$0	$0	$0	$659	$92	$0	$751
Fund Balance Appropriation	0	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0	0
Total County Funding	$659	$0	$0	$0	$0	$659	$92	$0	$751
Federal	0	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0	0
Other: _____	0	0	0	0	0	0	0	0	0
Total Funding	**$659**	**$0**	**$0**	**$0**	**$0**	**$659**	**$92**	**$0**	**$751**

Operating Budget Impact	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Approp. thru FY21	Beyond FY 2026
No. of Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Operating	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**	**$0.0**
Debt Service: Bonds	8.0	64.7	64.7	64.7	64.7	8.0	64.7
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	**$8.0**	**$64.7**	**$64.7**	**$64.7**	**$64.7**	**$8.0**	**$64.7**

FISCAL YEAR 2020-FY2022
CAPITAL IMPROVEMENT PROGRAM

(cost estimated in thousand of dollars)

	FY20 AMENDED	FY21 AMENDED	FY22 APPROVED
GOVERNMENTAL PROJECTS			
BOARD OF EDUCATION:			
State Shared			
Billingsley Elementary School	$115	($276)	$0
Eva Turner E.S. - Modernization/Addition	11,632	12,556	0
Benjamin Stoddert M.S. Modernization/Addition	28,506	14,527	9,030
McDonough H.S. Renovation Study/Security Enhancements & Performing Arts	501	2,454	4,550
Berry E.S. Full Day K Addition	(65)	(59)	0
Craik E.S. Full Day K Addition	0	(67)	0
Westlake H.S. Roof Replacement	70	600	0
Full Day Kindergarten Addition: J.P. Ryon E.S.	3,695	0	0
Full Day Kindergarten Addition: Malcolm E.S.	3,390	0	0
Full Day Kindergarten Addition: Walter J. Mitchell E.S.	100	350	0
Smallwood M.S. Roof/Chiller/H&V/UV Replacement	0	478	0
T.C. Martin Elementary School Study/Renovation/Addition	0	2,326	0
Elementary School #23	0	2,400	0
Full Day Kindergarten Addition: J.C. Parks E.S.	0	400	0
Limited Renovation: Dr. Gustavus Brown E.S.	0	0	6,766
La Plata High School - Renovation- Security Enhancements and Circulation Upgrades	0	0	1,701
Subtotal	$47,944	$35,689	$22,047
Locally Funded, 100%			
Various Maintenance Projects	$400	$0	$0
Local Portable Classrooms - Various Schools	200	0	0
Elementary Schools - Playground Replacement Program	291	0	0
FY17 Elementary Schools - Playground	(25)	0	0
FY18 E.S. Playground Replacement Program	(25)	0	0
Matthew Henson M.S. Water Line	0	180	0
Security Enhancements - Various Schools	2,926	0	0
FY19 E.S. Playground Replacement Program	(25)	0	0
BOE: Various Maintenance Projects	0	600	611
Local Portable Classrooms - Various Schools	0	200	200
Piccowaxen M.S. Boiler Replacement	0	0	80
Contingency - Inflation	1,511	357	447
Subtotal	$5,253	$1,337	$1,338
TOTAL BOARD OF EDUCATION	$53,197	$37,026	$23,385
COLLEGE OF SOUTHERN MARYLAND:			
Inner Campus Program			
Healthcare Training Facility	$16,802	$1,418	$0
Waste Water Treatment Plant Replacement	0	0	3,903
Health Technology Renovation	0	0	2,529
Contingency - Inflation	(354)	19	209
TOTAL COLLEGE OF SOUTHERN MD	$16,448	$1,437	$6,641

FISCAL YEAR 2020-FY2022
CAPITAL IMPROVEMENT PROGRAM

(cost estimated in thousand of dollars)

	FY20 AMENDED	FY21 AMENDED	FY22 APPROVED
GENERAL GOVERNMENT:			
Detention Center Intake Area	$4,796	$157	$0
Rural Legacy Program	0	1,409	0
Various Maintenance Projects	0	429	0
Waldorf Senior and Recreational Center	72	46	0
Lighting Retrofits	53	0	0
Generator Replacement Program	113	(19)	115
Port Tobacco Historic District Jamieson	0	51	0
Health Department Roof Replacement	(15)	(225)	0
Radio Communications Systems Upgrade	10,697	5,575	10,605
Detention Center Pump Station Rehabilitations	0	0	70
Replacement of County Financial Software Program	703	0	0
FY16 Rural Legacy Program	(200)	0	0
Sheriff's Office Improvements	27	(6)	0
Uninterrupted Power Supply Replacement Program	58	0	0
Charles County Courthouse HVAC Improvements	651	1,299	0
Detention Center Roof Replacement	1,424	(305)	0
Detention Center Annex Roof and Wall Improvements	527	39	0
Detention Center and Detention Center Annex Improvements	(346)	0	0
Blue Crabs Stadium Seating Area Cover/Roofing System Renovations	0	(1,018)	0
Charles County Animal Shelter	0	2,261	2,261
FY19 Various Maintenance Projects	12	0	0
Countywide Building Re-Keying/Access Controls	157	0	0
Vehicle Maintenance Shop HVAC System	0	(10)	0
Charles County Welcome Signage	138	0	0
FY19 Rural Legacy Program	1,409	0	0
FY20 Agricultural Preservation	703	0	0
FY20 Purchase of Development Rights	653	0	0
FY20 Various Maintenance Projects	418	0	0
Charles County VanGo Maintenance Facility	525	525	875
Public Facilities Vehicle Wash Bay Roof Retrofit	65	0	0
Capital Clubhouse Improvements	312	333	324
Elite Gymnastics and Recreation Center Improvements	151	152	0
Readiness and Environmental Protection Integration (REPI) Program	460	0	0
FY20 Courthouse Renovations	79	0	0
La Plata Library Chiller	264	0	0
FY21 Agricultural Preservation	0	503	0
FY21 Purchase of Developments Rights (PDR) Program	0	653	0
Charles County Detention Center Annex Office Space Renovations	0	952	890
Pinefield EMS Station	0	640	984
Old Courthouse Jury Waiting Area Renovations	0	320	0
Government Building Roof Renovations	0	265	0
Government Building Heating Loop Evaluations and Improvements	0	240	0
Detention Center Chiller Replacement	0	337	0

FISCAL YEAR 2020-FY2022
CAPITAL IMPROVEMENT PROGRAM

(cost estimated in thousand of dollars)

	FY20 AMENDED	FY21 AMENDED	FY22 APPROVED
GENERAL GOVERNMENT:			
Elite Gymnastic Center Water Infiltration Remediation	0	42	555
FY22 Rural Legacy Program	0	0	1,414
FY22 Agricultural Preservation	0	0	508
FY22 Purchase of Development Rights	0	0	658
FY22 Various Maintenance Projects	0	0	439
Blue Crabs Stadium Maintenance	0	0	202
Fueling Site Improvements	0	0	479
Contingency - Inflation	165	193	140
TOTAL GENERAL GOVERNMENT	$24,071	$14,838	$20,519
PARKS:			
Various Pedestrian & Bicycle Facilities	($29)	$360	$0
Park Repair & Maintenance	0	291	0
Automation & Technology Master Plan - Parks & Grounds	0	3	0
Chapel Point Park	0	10	0
FY19/20 Various Pedestrian & Bicycle	80	78	82
FY20 Park Repairs & Maintenance	250	(13)	0
Popes Creek Waterfront Phase II	59	0	95
Gilbert Run Boardwalk Replacement	240	408	0
Playground Revitalization Program	(12)	12	0
Hamilton Road Sidewalk Improvements	575	0	0
Valverde Drive Sidewalk	29	3	0
Gilbert Run Park Playground	68	0	0
Laurel Springs Park Playground Revitalization	46	0	0
Ruth B. Swann Playground Revitalization	108	0	0
Waldorf Park Development PHI	0	172	2,002
Smallwood Drive Shared Use Paths Phase I	0	27	425
Mason Springs Kayak Launch	0	120	0
Washington Avenue Shared Use Path / Sidewalk Feasibility Study	0	63	0
Bensville Park Playground Revitalization	90	0	0
Smallwood Drive Shared Use Paths Phase II	0	0	29
La Plata Farm Park Master Plan	0	0	200
La Plata Farm Park Development, Phase I	0	0	120
Mallows Bay Restrooms	0	0	500
FY22 Park Repair & Maintenance Projects	0	0	334
Contingency - Inflation	2	10	83
TOTAL PARKS	$1,506	$1,544	$3,870

FISCAL YEAR 2020-FY2022
CAPITAL IMPROVEMENT PROGRAM

(cost estimated in thousand of dollars)

	FY20 AMENDED	FY21 AMENDED	FY22 APPROVED
TRANSPORTATION:			
Western Parkway Ph. I-III	$1,349	$1,345	$970
Traffic Signal Program	283	(118)	287
Road Overlay Program	3,578	0	0
Mill Hill Road Extended	0	103	0
Stavors Road Upgrade	0	254	0
Safety Improvement Program - Existing Roadways	64	308	289
County Drainage Systems Improvements Program	690	(61)	539
Pinefield Drainage Improvements	5	0	0
Billingsley Road Improvements	178	3,353	0
Middletown Road and Billingsley Road Roundabout	4	0	0
Old Washington Road Reconstruction	3,000	3,884	0
Washington Ave. - Various Intersection Improvements	305	0	0
Blue Crabs Parking Lot	0	(11)	0
Sidewalk Improvement Program	153	0	0
Old McDaniel to Ocelot Street	0	(32)	0
St. Charles Parkway and Duncannon Road Traffic Warrant Analysis	750	279	0
Stone Avenue Culvert Replacement and Road Restoration	14	1	0
Carrington Stream Maintenance Various Locations	5	18	0
Warren Drive Roadside Ditch Repairs	0	1	0
Billingsley Road/ Middletown Road Traffic Signal	2	38	0
Charter Oak, Rest Dr, Elizabeth Lane	60	1	0
McDaniel Road and Hallmark Lane RRFB	11	(32)	0
Tawny Drive & Trefoil Place Drainage	47	4	0
Trefoil Place & Thistle Road Drainage	34	35	0
Shearwater Dr & Kestrel Ct Drainage Repair	29	1	0
Country Lane Roadway Drainage Pipe Repairs	50	1	0
Pinefield Road Turnaround Repairs	14	1	0
Pinefield Road at Alfred Drive	121	1	0
Pinefield Road 2404 to 2418	99	36	0
Holly Tree Lane/Eden Woods Drive	57	0	0
FY21 Road Overlay Program	0	4,078	0
FY21 Sidewalk Improvement Program	0	153	0
Safety Upgrades to Middletown Road at Billingsley Road Traffic Signal	0	122	0
Substation Road Improvements	0	122	993
FY22 Road Overlay Program	0	0	4,160
FY22 Sidewalk Improvement Program	0	0	155
Route 301 South Bound Lane and Traffic Signal Improvements	0	0	1,419

FISCAL YEAR 2020-FY2022
CAPITAL IMPROVEMENT PROGRAM

(cost estimated in thousand of dollars)

	FY20 AMENDED	FY21 AMENDED	FY22 APPROVED
TRANSPORTATION:			
Pinefield Road/Md. Route 5 Business Intersection Improvements	0	0	766
Bridge Replacement Program	0	0	71
Billingsley Rd at Bensville Rd Intersection Improvements	0	0	1,050
Waldorf Urban Redevelopment Corridor Stormwater Outfall	0	0	66
Contingency - Inflation	207	338	150
TOTAL TRANSPORTATION	$11,109	$14,223	$10,915
TOTAL GOVERNMENTAL PROJECTS	**$106,331**	**$69,068**	**$65,330**

ENTERPRISE FUND PROJECTS

WATER PROJECTS: NOTE: (%) represents the percentage of the total project appropriation.

Old Washington Road Watermain Extension	$0	$388	$0
Water Model Update	106	98	0
Waldorf Water Tower #6	1,515	0	3,236
Cliffton Water System Improvements	1,444	483	0
Waldorf Well #17	0	797	1,441
Bryan's Road Well #7 (Chapman's Well)	946	0	0
Patuxent Aquifer Study	(109)	0	0
Underground Infrastructure Repairs	0	218	0
Various County Water Studies	135	0	0
Satellite Water Facility Upgrades	(350)	1,816	986
Benedict Water System Improvements	0	0	190
A Deep Well Control Valves At Various Sites	37	0	0
Hughesville Water Line	0	0	112
Private Water System Interconnection	0	(562)	0
Water Source Feasibility Study	(143)	0	0
Newtown Village Well	25	0	0
Pinefield Water Tower Rehabilitation	997	0	0
Settle Woods Water Tower Rehabilitation	309	0	0
St. Charles Well #16 Replacement	465	0	0
WSSC Waldorf Interconnection	0	123	1,779
St. Paul's Well Replacement	465	0	0
Bryans Road 2MG Water Tower	2,000	0	0
Waldorf Fire House Demolition	144	0	0
Bensville Area Water Service Interloop Project	707	0	0
Chapel Point Reverse Osmosis Waste Water Storage Tank Replacement	354	0	0
Cliffton Water & Sewer Site Fiber Opt	170	0	0
SharePoint Integration	41	7	0
Fiber Optic Cable Installs at Various Sites	167	0	0
SCADA Upgrades	90	2	0
Automation & Technology Master Plan II (50% Sewer)	(414)	(84)	0
Middletown Rd-Bensville Rd Waterline Interconnection	0	118	381
Mt. Carmel Woods Well SCADA Improvements	39	0	0

FISCAL YEAR 2020-FY2022
CAPITAL IMPROVEMENT PROGRAM

(cost estimated in thousand of dollars)

	FY20 AMENDED	FY21 AMENDED	FY22 APPROVED
WATER PROJECTS:	NOTE: (%) represents the percentage of the total project appropriation.		
Patuxent Aquifer II	109	0	0
Project Management Software Upgrades	283	0	0
Waldorf Tower No. 5 Rehabilitation	0	1,603	0
Bryans Village Waterline Interconnection	0	68	130
Mill Hill Waterline Extension	0	211	505
Strawberry Hills Waterline	0	153	133
Marshall Hall Road Waterline Extension	0	74	479
Waldorf Fire House Water Tower Replacement	0	149	155
Waldorf Urban Redevelopment Center Water Distribution	0	88	545
St. Charles Parkway and Rosewick Connection	0	0	455
Bel Alton and Chapel Point Connection	0	0	603
Ellenwood, Mariellen and Newtown Connection	0	0	230
Potomac River Water Supply Treatment Plant	0	0	1,098
South Region Operations and Maintenance Facility (50% Sewer)	0	77	0
Contingency - Inflation	(1,131)	7,149	436
TOTAL WATER	$8,402	$12,975	$12,894

SEWER PROJECTS:	NOTE: (%) represents the percentage of the total project appropriation.		
Piney Branch Interceptor Capacity Upgrade	$1,545	$0	$0
Mattawoman WWTP Final Filter Upgrade	1,865	0	0
Mattawoman Infiltration & Inflow Phase I	(2,492)	(1,282)	0
MWWTP Electrical System Replacement Study	0	2,348	1,177
White Plains Failing Septic Sewer Improvements	0	0	963
Mattawoman WWTP Automation	663	2,030	2,310
MWWTP Master Facility Plan	(272)	0	0
Pump Station Rehabs and Replacements	4,077	0	0
MWWTP Flow Equalization	0	490	15,675
Sewer Model Update	103	103	0
MWWTP Clarifier and Thickener Repairs	1,610	3,270	2,213
Mattawoman Flow Equalization	0	0	0
Pump Station Rehabs and Replacements	0	3,390	2,123
Satellite Wastewater Facility Upgrades	1,125	459	50
Cobb Island/Swan Point Interconnection	0	(541)	0
MWWTP Utility Water System Evaluation & Improvement	750	93	50
Cliffton Pump Station #4	0	(86)	0
Piney Branch Sewer Replacement (Upper Reaches)	0	(1,755)	0
MD Route 5 Pump Station Forcemain	226	0	0
Zekiah Pump Station Upgrade	598	0	0
Zekiah Pump Station Forcemain	598	0	0
Zekiah Interceptor Sewer Interceptor	799	0	0
Automation & Technology Master Plan II (50% Water)	(414)	(84)	0
White Plains Commerce Center Pump	0	(51)	0
Cobb Island Sewer Capacity & Feasibility Study	0	0	0
Old Washington Road Sewer	0	0	0
MWWTP Belt Filter Press Replacement	0	994	0

FISCAL YEAR 2020-FY2022
CAPITAL IMPROVEMENT PROGRAM

(cost estimated in thousand of dollars)

	FY20 AMENDED	FY21 AMENDED	FY22 APPROVED
SEWER PROJECTS:	NOTE: (%) represents the percentage of the total project appropriation.		
Checkers Pump Station	478	0	0
Bel Alton WWTP Building	0	(21)	0
Pinefield Pump Station Forcemain Replacement	33	30	0
Cliffton WWTP Improvements	2,075	93	2,258
In-Line Sewer Equalization Study	0	(241)	0
Southwinds Pump Station Outfall Gravity Sewer	0	(553)	0
Mt. Carmel Woods WWTP Improvements	0	153	0
Thomas Stone Pump Station	20	0	0
Route 925B Pump Station	20	0	0
MWWTP Septage Receiving Facility Improvements	0	471	133
Swan PT WWTP Electrical & Control Systems Improvements	258	0	0
Post Office Rd Sewer Capacity Improvements	1,250	2,331	2,258
Sewer Easement Study & Acquisition	140	0	0
Pump Station Generator Replacements	19	0	0
Cobb Island Bridge - Relocation of Sewer Main	203	85	0
Breeze Farm WWTP Sprayfield Improvements	0	(17)	0
MWWTP Pump Station Drain Piping Replacement	0	(53)	0
Cobb Island Septic Tank Effluent Pump (STEP) Station Rehabs	1,440	120	0
Mattawoman Infiltration & Inflow Phase II	5,133	4,454	755
Bachelors Hope Pump Station Improvements	7	0	0
MWWTP Master Facility Plan Phase II	790	0	0
Southerland Septic Connection	586	873	0
MWWTP Reclaimed Water Filtration Facility	1,143	0	0
Cuckold Creek Pump Station Improvements	51	(2)	0
Hampshire Inspection and Rehabilitation	55	0	0
Bar Harbor PS Rehab	41	30	0
Bath House PD Rehab	45	6	0
MWWTP RWPS Pump-Around Connection	375	215	0
FY20 Mattawoman I&I Inspection & Rehab	72	0	0
Cliffton Pump Station #3 Rehab	283	80	0
Sewer Pump Station Capacity Study	0	169	160
Piney Branch Interceptor Sewer Capacity Upgrades-Ph II	0	1,545	0
MWWTP Effluent Filters #7-#16	0	3,548	0
MWWTP Final Filter Disinfection System	0	674	0
MWWTP Reclaimed Water Pump Station Improvements	0	864	0
MWWTP Effluent PS Forcemain Surge Management System	0	406	200
MWWTP Belt Filter Press Replacement Phase II	0	3,484	550
MWWTP Administration Building Renovations	0	293	0
Mattawoman I&I - Pinefield Area	2,492	0	0
South Region Operations and Maintenance Facility (50% Water)	0	77	0
MWWTP Process Improvements	0	0	1,018
Mattawoman Field Investigation	0	675	0

FISCAL YEAR 2020-FY2022
CAPITAL IMPROVEMENT PROGRAM

(cost estimated in thousand of dollars)

	FY20 AMENDED	FY21 AMENDED	FY22 APPROVED
SEWER PROJECTS:	NOTE: (%) represents the percentage of the total project appropriation.		
Zekiah PS Generator Replacement	0	241	0
Zekiah Area Rehab PH II	0	155	0
BR Interceptor Rehab	0	(28)	0
Contingency - Inflation	(548)	5,266	209
TOTAL SEWER	$27,243	$34,800	$32,102
TOTAL WATER AND SEWER	$35,644	$47,776	$44,996
WATERSHED PROTECTION AND RESTORATION FUND			
Various NPDES Retrofit Projects	$7,463	$3,719	$7,205
Acton/Hamilton NPDES Retrofit Project	11	0	0
Master Drainage Plan	0	4	0
Feasibility & Concept Design	0	6	0
NPDES - General Smallwood Middle School	27	11	0
NPDES - Lackey High School	0	(7)	0
NPDES - JC Parks E.S. / Matthew Henson M.S.	0	12	0
NPDES - Apple Creek Court	2	(21)	0
Floodplain Analysis Studies	67	63	98
Gilbert Run Watershed Dam Repairs	0	3	0
NPDES - La Plata High School	2	0	0
NPDES - St. Charles Parkway Stream Restoration	615	20	0
NPDES - Bridle Path Stream Restoration	20	1,131	0
NPDES - Ruth Swann Stream Restoration	0	1,376	0
NPDES - Thomas Higdon Stream Restoration	850	22	0
NPDES - Marbella Subdivision	3	7	0
NPDES - Cliffton Shoreline Restoration Phase II	0	6	0
NPDES - Ruth B. Swann Tributary Channel Stream Restoration	3	6	0
NPDES - Potomac Heights Shoreline Stabilization	1,402	3	0
NPDES - South Hampton Stormwater Management Pond Retrofits	21	19	0
NPDES - Oak Ridge Park - Upper Western Branch Stream Restoration	0	3	0
NPDES - Oak Ridge Park - Lower Western Branch Stream Restoration	3	3	0
NPDES - Cedar Tree Pond Retrofit	92	6	0
NPDES - Wilton Court Pond Retrofit	1	3	0
NPDES - Somers M.S. Pond Retrofit and Stream Restoration	10	9	0
NPDES - CSM North Tributaries Stream Restoration	0	4	0
Oak Ridge Park - Upper Eastern Branch Stream Restoration	0	3	0
Oak Ridge Park - Lower Eastern Branch Stream Restoration	0	3	0
NPDES- Best Buy Pond Retrofit	240	1	0
CSM Lot 5 Outfall Stream Restoration	0	3	0
NPDES- White Plains Golf Course Pond Retrofit	4	6	0
NPDES- Mitchell Outfall Repair and Stream Restoration	19	11	0
NPDES- Port Tobacco (Upper) Stream Restoration	0	3	0
NPDES- Port Tobacco (Lower) Stream Restoration	0	12	0
NPDES- Ruth B. Swann North Tributary Stream Restoration	0	3	0

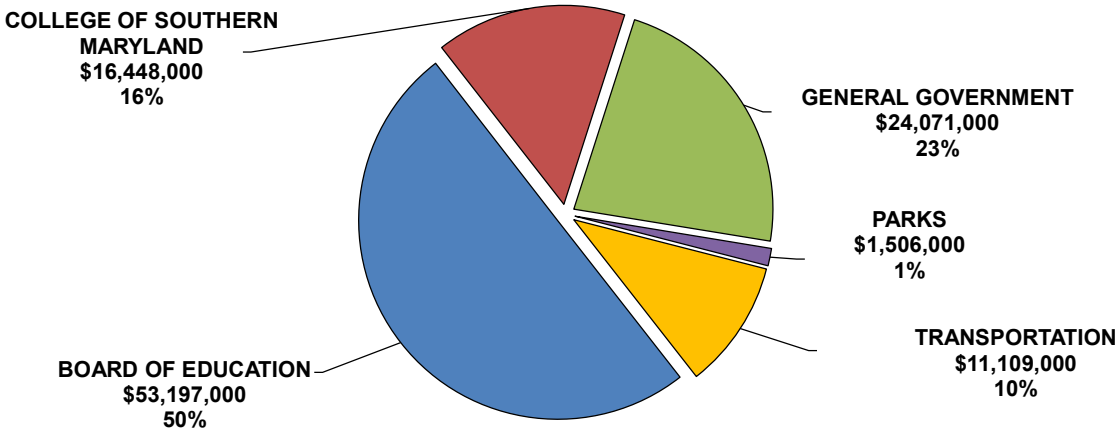
FISCAL YEAR 2020-FY2022
CAPITAL IMPROVEMENT PROGRAM

(cost estimated in thousand of dollars)

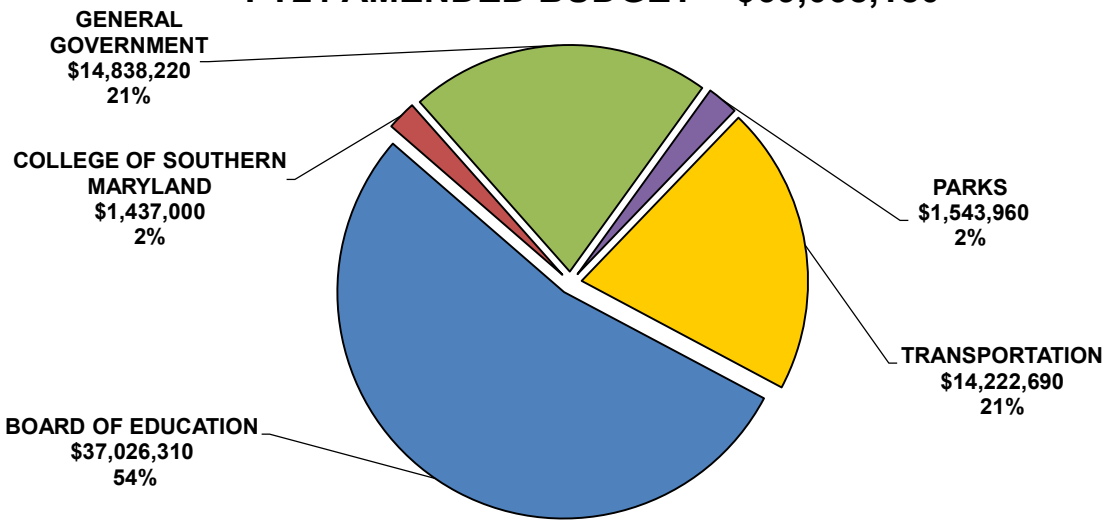
	FY20 AMENDED	FY21 AMENDED	FY22 APPROVED
WATERSHED PROTECTION AND RESTORATION FUND			
NPDES- White Oak Pond Retrofit	0	771	0
Westdale Drive Stream Improvements	162	34	0
Gilbert Run Watershed Dam Repairs	0	88	990
Full Delivery of Water Quality Improvements	0	528	555
Benedict Water Quality Study	0	72	74
TOTAL WATERSHED PROTECTION AND RESTORATION FUND	$11,017	$7,944	$8,922
ENVIRONMENTAL SERVICE FUND:			
County Mulching Facility Relocation	$35	$57	$637
Contingency - Inflation	1	4	22
TOTAL ENVIRONMENTAL SERVICE FUND	$36	$61	$659
LANDFILL:			
Landfill Leachate Management System	$0	$50	$1,348
Landfill Storm Water Management Ponds	1,231	0	0
Landfill Cell No. 4A Expansion	1,288	5,913	3,018
Landfill Scale House Expansion	342	0	0
Landfill Transfer Station Property Acquisition	1,803	0	0
Landfill Convenience Center Relocation	0	1,324	0
Landfill Gas to Energy	0	0	55
Contingency - Inflation	58	576	0
TOTAL LANDFILL	$4,722	$7,863	$4,421
TOTAL ENTERPRISE FUND PROJECTS	**$51,419**	**$63,644**	**$58,998**

GOVERNMENTAL PROJECTS

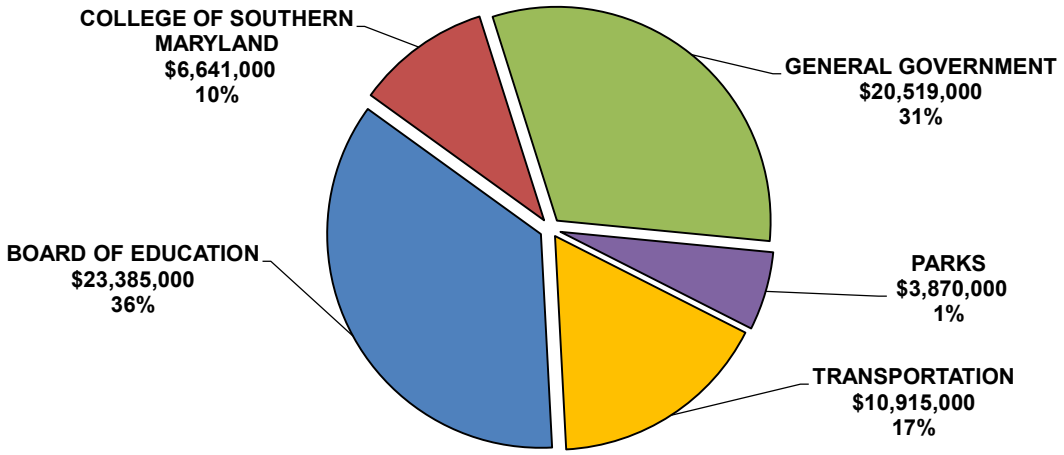
FY20 AMENDED BUDGET = $106,331,000



FY21 AMENDED BUDGET = $69,068,180

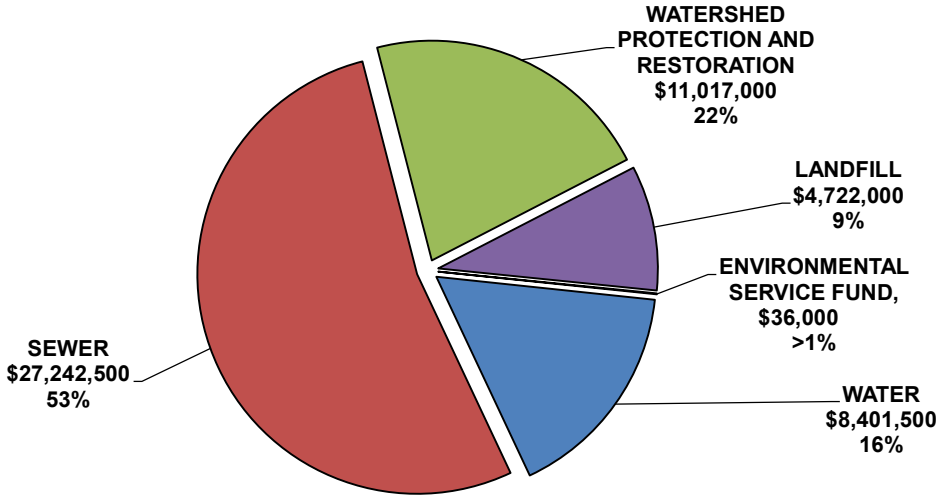


FY22 APPROVED BUDGET = $65,330,000

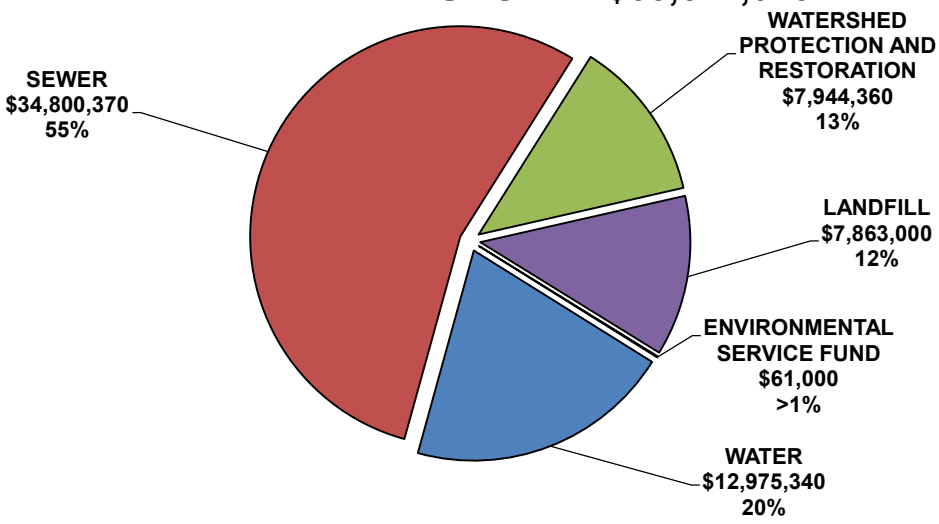


ENTERPRISE PROJECTS

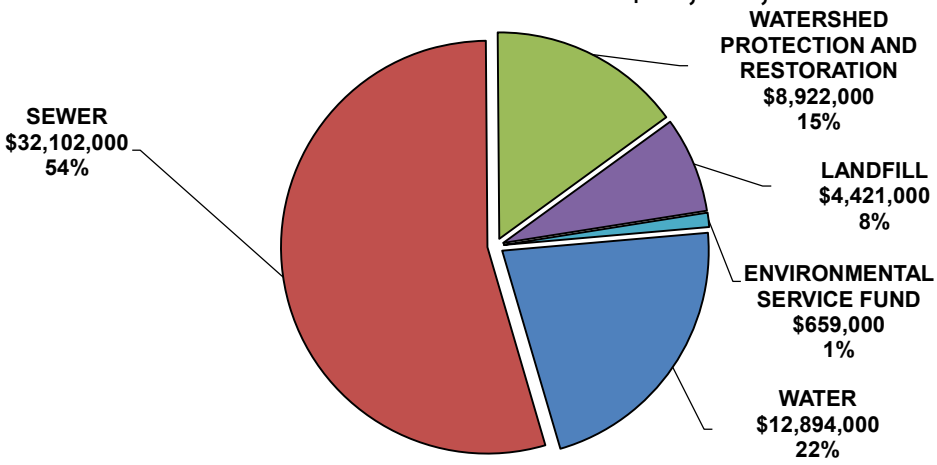
FY20 AMENDED BUDGET = $51,419,000



FY21 AMENDED BUDGET = $63,644,070



FY22 APPROVED BUDGET = $58,998,000



Capital Projects

Department: Department of Capital Project Management 02-40-06
Division \ Program: Administration Fund: Capital
Program Administrator: Vacant, Director of Capital Project Management

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change FY2021	% Chg.
Personal Services	$0	$0	$292,900	$292,900	$292,900	NEW
Fringe Benefits	0	0	77,300	77,300	77,300	NEW
Operating Costs	0	0	11,800	11,800	11,800	NEW
Transfers Out	0	0	(382,000)	(382,000)	(382,000)	NEW
(charged to capital projects)	0	0	0		0	NEW
Total Expenditures	$0	$0	$0	$0	$0	N\A

Changes and Useful Information:

- **Personal Services** includes the impact of transferring Public Works employees to the new Capital Project Management department, as well as the full year impact of the new Director of Capital Project Management position.
- **Operating Costs** is based on anticipated FY22 needs.

Description

The primary responsibility of the new Capital Project Management (CPM) Department is to ensure that the needs of the end users are met while incorporating quality design and construction principles and practices.

The CPM Department provides professional project management services during the development and implementation of public infrastructure improvement projects within Charles County. Projects include but are not limited to roads, water, sewer, building/facility, and environmental projects. The CPM Department is responsible for managing capital improvements projects from the conceptual stages, onto design and construction, and final completion. The CPM Department actively participates annually in the budget development process by coordinating with other County Departments to establish estimated budgets to be submitted for consideration by the County Administrator.

Positions: Title	FY18 FTE	FY19 FTE	FY20 FTE	FY21 FTE	FY22 FTE
Director of Capital Project Management	0.0	0.0	0.0	0.0	1.0
Administrative Associate	0.0	0.0	0.0	0.0	1.0
Office Associate I-III	0.0	0.0	0.0	0.0	2.0
Total Full Time Equivalent	**0.0**	**0.0**	**0.0**	**0.0**	**4.0**

Department: Department of Capital Project Management 02.40.32
Division \ Program: Capital Services Fund: Capital
Program Administrator: John Stevens, Chief of Capital Services

Expenditure Category	FY2020 Actual	FY2021 Adopted	FY2022 Request	FY2022 Adopted	$ Change FY2021	% Chg.
Personal Services	$0	$0	$829,600	$829,600	$829,600	N/A
Fringe Benefits	0	0	221,300	221,300	221,300	N/A
Operating Costs	0	0	30,200	30,200	30,200	NEW
Transfers Out	0	0	(1,081,100)	(1,081,100)	(1,081,100)	NEW
(charged to capital projects)						
Total Expenditures	$0	$0	$0	$0	$0	N\A

Changes and Useful Information:

- **Personal Services** includes the impact of transferring Public Works employees to the new Capital Project Management department.
- **Operating Costs** are based on anticipated FY22 needs.

Positions: Title	FY18 FTE	FY19 FTE	FY20 FTE	FY21 FTE	FY22 FTE
Chief of Capital Services	0.0	0.0	0.0	0.0	1.0
Capital Services Program Manager	0.0	0.0	0.0	0.0	1.0
Capital Services Senior Project Manager	0.0	0.0	0.0	0.0	2.0
Capital Services Project Manager II	0.0	0.0	0.0	0.0	2.0
Right-Of-Way Agent I-II	0.0	0.0	0.0	0.0	2.0
Project Admin Specialist	0.0	0.0	0.0	0.0	1.0
Total Full Time Equivalent	**0.0**	**0.0**	**0.0**	**0.0**	**9.0**

Capital Projects

Department:	Capital Project Management		30.40.36
Division \ Program:	Technical Support	Fund:	Capital
Program Administrator:	Edward Gorham, Chief of Technical Support		

Expenditure Category	**FY2020 Actual**	**FY2021 Adopted**	**FY2022 Request**	**FY2022 Adopted**	**$ Change FY2021**	**% Chg.**
Personal Services	$0	$0	$986,700	$986,700	$986,700	N/A
Fringe Benefits	0	0	269,700	269,700	269,700	N/A
Operating Costs	0	0	903,300	903,300	903,300	NEW
Transfers Out *(charged to capital projects)*	0	0	(2,159,700)	(2,159,700)	(2,159,700)	NEW
Total Expenditures	$0	$0	$0	$0	$0	N\A

Changes and Useful Information:

- **Personal Services** includes the impact of transferring Public Works employees to the new Capital Project Management department.
- **Operating Costs** are based on anticipated FY22 needs.

Positions: Title	**FY18 FTE**	**FY19 FTE**	**FY20 FTE**	**FY21 FTE**	**FY22 FTE**
Chief of Technical Support	0.0	0.0	0.0	0.0	1.0
Capital Services Program Manager	0.0	0.0	0.0	0.0	1.0
Utilities Program Manager	0.0	0.0	0.0	0.0	1.0
Capital Services Senior Project Manager	0.0	0.0	0.0	0.0	1.0
Utilities Senior Project Manager	0.0	0.0	0.0	0.0	1.0
Utilities Project Manager II	0.0	0.0	0.0	0.0	1.0
Capital Services Project Manager I-III	0.0	0.0	0.0	0.0	3.0
Project Admin Specialist	0.0	0.0	0.0	0.0	2.0
Total Full Time Equivalent	**0.0**	**0.0**	**0.0**	**0.0**	**11.0**

Financial Planning

CHARLES COUNTY FIVE-YEAR PLAN

The Connection between Operating & Capital Planning

The goal of a five-year financial plan is to measure future operating and capital costs, and to fund those costs in the most efficient and responsible manner possible. The County implements five-year financial forecast models for all major funds to aid with both operating and capital budget plans. Five-year plans are used for its General Fund, Water & Sewer Fund, Solid Waste Fund, Watershed Protection & Restoration Fund, and Environmental Service Fee Fund. Our financial models have the ability to adjust current and future revenues to fulfill the desired service level requirements. The outcome of compiling financial plans is to determine the amount of additional debt that the County can issue over a five-year period in order to make fiscally sound management decisions as it relates to future infrastructure.

Trends and Assumptions for Estimates

Numerous assumptions are required in order to plan five years of revenues and expenditures. Financial forecasts can and will have many factors that affect the estimates. Two of the major factors are economic conditions and political policy. Few economists can accurately predict when the next major recession or the next recovery will occur, however, changes in the economy must be measured along with the growth in businesses and population of the community. Political policies and philosophies such as land use, smart growth, and "no new taxes," contribute significantly toward future estimates. The Comprehensive Plan is taken into consideration when developing assumptions for the five-year plans. The Comprehensive Plan is a long-range plan that guides policy, investment, program, and land use decisions within the County. A new Comprehensive Plan was adopted in July 2016.

Revenue forecasts are generally based on recent historical data mixed with any known facts that may affect future revenues. For example, if the prior year growth rate for new property was 7%, but a policy adopting a 5% tax cap increase were to take effect, historical information is less important. If future rate or fee changes are unknown, then it is assumed that they will remain at the current level. Revenue estimates are extremely important in our financial plans, as they tend be the locomotive that pulls the Capital Improvement Program (CIP) and Operating Budget trains.

Expenditures are estimated by applying inflationary factors to base year budgets. Future salary and fringe estimates assume a merit increase of approximately 3%. Operating costs assume the current adopted budget is adjusted for inflation plus the operating impacts from the Capital Improvement Program. Debt service is estimated based on what is required to pay the existing debt service, new capital leases, and the bonds required to complete the Capital Improvement Program.

CHARLES COUNTY FIVE-YEAR PLAN

Linking the County's Goals and Long-Range Financial Plans

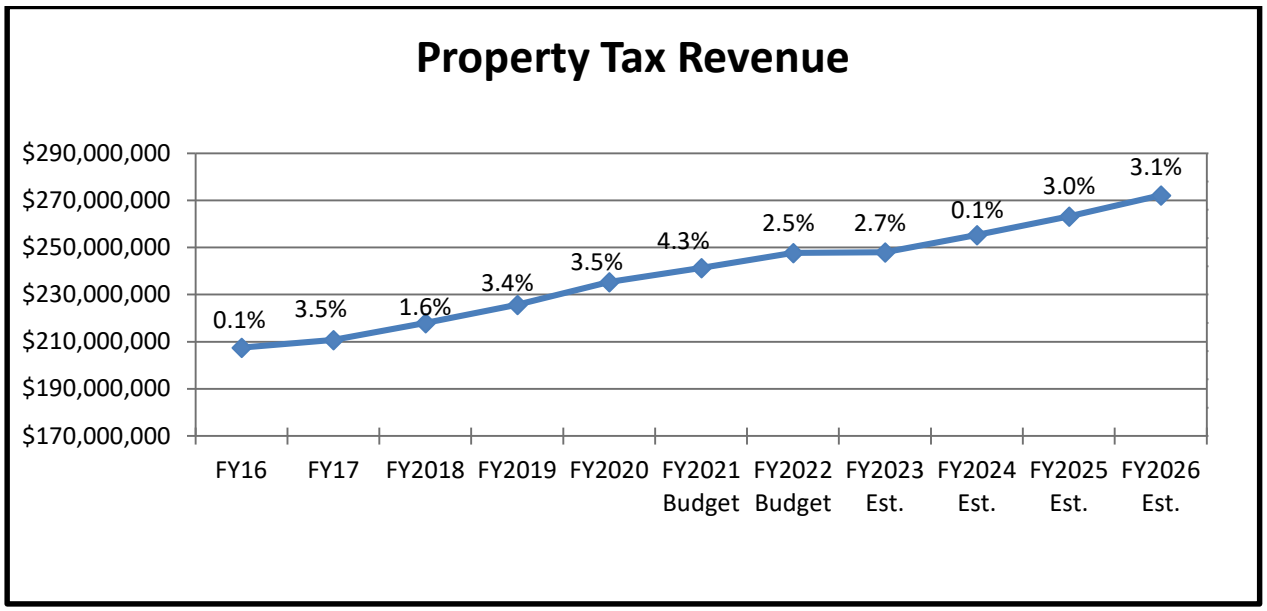
The goals of the County must be considered and incorporated into the County's Five-Year Plans. These goals may have a direct impact on the operating budget or may impact the operating budget due to the increase in debt service related to bonds issued for capital projects. Implementing the 2019-2021 Goals and Objectives was a priority when developing the FY2022 budget. Below are the budgetary impacts that were included in the FY2022 budget and implemented in the long-range financial plans that will support the 2019-2021 Goals and Objectives.

Goal	Budget Impact
Economic Development & Supportive Services	• Economic Development's FY2022 budget included funding for a new Business Development Specialist to fully execute the county's five year economic development strategic plan recommendations • The five-year capital improvement program includes funding to improve Water & Sewer infrastructure, provides funding for development of new sidewalks, and funding for Western Parkway Road expansion • Youth jobs program with the Tri-County Council
Institutional Governance & Policy	• Justice, Equity, Diversity, and Inclusion (JEDI) training for County Employees. • Support of the racial equity cohort with the Metropolitan Washington Council of Governments • Continuation of funding for the Charles County Government Citizens Academy. • Funding includes a Criminal Justice Coordinating Council (CJCC) Coordinator position and operating cost to effectively support the Council in fulfilling its mission and to better manage limited resources • The FY2022 budget creates a new department, Capital Project Management Department to handle the growing number of capital projects • Resident Communications Software for the County Commissioners
Environment	• The five-year capital improvement program funds conservation efforts and to meet MS4 Stormwater Permit requirements • Additional funding for the county's Septic Pump-Out Reimbursement Programs • Capital improvement program replaces the wastewater treatment plant at the College of Southern Maryland • Establishes the Climate Resiliency Authority which will support capital projects
Education	• The County's FY2022 funding to the Board of Education exceeded Maintenance of Effort (MOE). The five-year plan assumes the County will fulfill its obligation to fund the entire cost of the teacher's incentive grant in FY2022 • Funding for the University of Maryland Awards scholarship program and a Commissioners Cares scholarship program with the College of Southern Maryland • The five-year capital improvement program funds renovations to the College of Southern Maryland's Health Technology Facility, and funds major school renovations. Also provides funding towards a new Elementary School and a new Middle School
Quality of Life	• The Sheriff's Office, State's Attorney Office and Department of Emergency Services received funding for new positions to support their commitment to the community. • Support of an arts and entertainment district • Funding to support new positions for Community Services which will allow for appropriate safety protocols on home visits • The five-year capital improvement program funds the Waldorf Park program, the second phase of the Popes Creek Waterfront project, the first phase of the La Plata Farm Park, restrooms at Mallows Bay, and shared use paths • Purchase portable radios to outfit volunteered owned Fire and EMS apparatuses for public safety personnel to have the ability to communicate with each other.

GENERAL FUND FIVE-YEAR PLAN

General Fund:

The major revenue source for the General Fund is **Property Tax** which accounts for 55% of the County's General Fund revenue. Tax revenues are derived from the assessed values provided by the Maryland Department of Assessments and Taxation. The County takes the current data from the tri-annual assessment and estimates a future growth rate. Growth in property tax revenue is expected to range from 2.5% to 3.1% in FY2022 to FY2026. For planning purposes, the property tax rate is assumed to stay constant in FY2023 to FY2026.



Income tax is the County's second largest revenue source. The FY2022 Adopted Budget is estimated to be 4% greater than the FY2020 Adopted Budget. The FY2022-FY2025 Income Tax revenue is estimated to increase by 6% in the out years due to increased wages and population growth in the County. It is assumed that the local income tax rate remains at 3.03% of an individual's Maryland taxable income. All other revenue sources are expected to grow at moderate rates. **Overall operating revenue** growth is expected to range from 2.6% to 3.0% between FY2023 to FY2026.

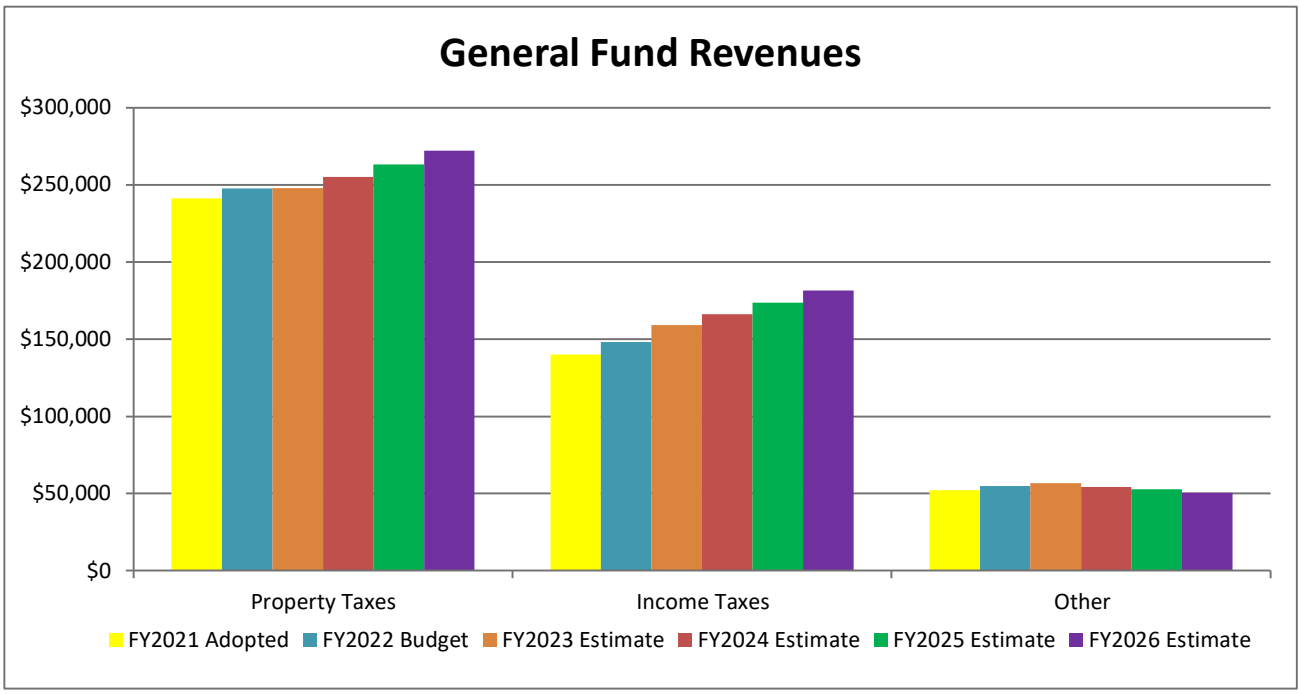
Total growth in **expenditures** is expected to range from 3.9% to 4.1% in the out years. Other exceptions to the principle of inflating the FY2022 adopted expenditure budgets are:

- **Board of Education**: In FY2023-FY2026 estimates assume that the County continues to fund the Maintenance of Effort and fulfills the County's obligation to fund the entire cost of the teacher's incentive grant in FY2023. The State is committed to provide the Board of Education $2.8 million in FY2022 to support salary increases that was provided to them in the FY2021 budget. FY2024 to FY2026 includes the estimated impact to operate a new elementary school that is the beginning stages of design.
- **Debt Service:** The amount of operating revenues dedicated to debt service is currently 6.4%. FY2023-FY2026 estimates assume that debt service will begin to gradually increase to 7.5% of Operating Revenues. The maximum percentage of Operating Revenues to Bonded Debt allowed per the County's debt policy is 8.0%.
- **Operating Impacts:** The current Five-Year plan also takes into consideration the operating cost impacts of the Capital Improvement Program.
- **Other Post Employee Benefit (OPEB) Contribution:** Adheres to the strategic plan that calls for a $1 million yearly contribution increase to the annual contribution.

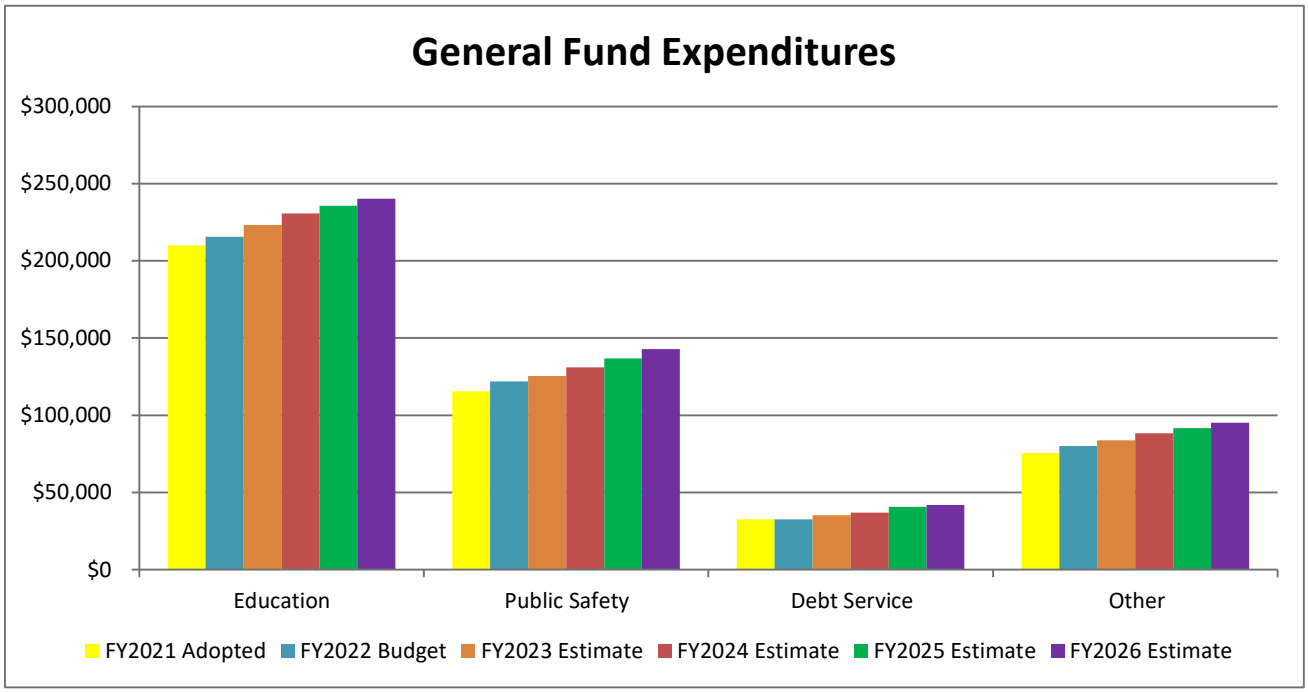
GENERAL FUND FIVE-YEAR PLAN

($ in thousands)	FY2021 Budget	FY2022 Budget	FY2023 Estimate	FY2024 Estimate	FY2025 Estimate	FY2026 Estimate
Revenues						
Property Taxes	$241,288	$247,687	$247,931	$255,320	$263,174	$272,165
Income Taxes	140,000	148,000	159,100	166,260	173,741	181,560
Recordation Tax	14,400	16,000	16,480	16,974	17,484	18,008
Transfer Tax	6,405	7,200	7,416	7,638	7,868	8,104
Other Local Taxes	4,060	3,890	3,968	4,047	4,128	4,211
Service Charges	8,752	9,308	9,505	9,708	9,915	10,049
Intergovernmental	2,168	2,037	1,618	1,650	1,683	1,717
Licenses & Permits	1,098	1,086	1,107	1,129	1,152	1,175
Fines & Forfeitures	3,478	3,274	3,339	3,406	3,474	3,543
Rent/Miscellaneous	3,069	2,652	2,702	2,802	2,902	3,402
Operating Revenues	**$424,716**	**$441,133**	**$453,166**	**$468,935**	**$485,520**	**$503,934**
Total Revenues % increase over prior year		*3.9%*	*2.7%*	*3.5%*	*3.5%*	*3.8%*
Expenditures						
Education	$210,081	$215,749	$223,418	$230,805	$235,647	$240,341
Public Safety	115,439	121,892	125,486	130,943	136,800	142,952
Debt Service	32,359	32,575	35,157	36,837	40,721	41,924
Public Works	15,329	15,550	15,929	16,728	17,266	17,802
Fiscal & Administrative Services	7,239	8,019	8,538	8,781	9,076	9,384
Community Services	2,691	2,759	2,853	2,953	3,080	3,213
Recreation, Parks and Tourism	9,484	10,052	10,358	10,976	11,408	11,848
Planning & Growth Management	7,083	7,446	7,712	7,998	8,366	8,751
General Government	23,249	26,449	28,243	30,139	32,201	34,324
Health & Social Services	4,701	5,011	5,061	5,110	5,160	5,217
Conservation of Natural Resources	719	688	706	726	750	776
Economic Development	1,989	2,095	2,046	2,100	2,167	2,238
Reserve for Contingency	0	37	250	250	250	250
Total Expenditures	**$430,363**	**$448,321**	**$465,756**	**$484,346**	**$502,891**	**$519,018**
Total Expenditures % increase over prior year		*4.2%*	*3.9%*	*4.0%*	*3.8%*	*3.2%*
Operating Surplus/(Deficit)	**($5,647)**	**($7,189)**	**($12,590)**	**($15,412)**	**($17,370)**	**($15,085)**
Financing Sources / (Uses)						
Source: Fund Transfers In	3,572	3,372	1,918	300	100	0
Source: Fund Balance Appropriation	5,153	5,846	8,825	6,562	3,900	251
Use: Watershed Fund Subsidy	(300)	0	0	0	0	0
Use: Capital Projects	(2,778)	(2,029)	(2,007)	(2,574)	(1,854)	(1,354)
Projected Surplus/(Deficit)	**$0**	**$0**	**($3,854)**	**($11,123)**	**($15,224)**	**($16,188)**

GENERAL FUND FIVE-YEAR PLAN



Tax Revenue from Property and Income are the primary contributors now and in the foreseeable future.



The current budget can be broken down as approximately 48% Education, 27% Public Safety, 7% Debt Service, and the remaining 18% for all other functions.

GENERAL FUND DEBT AFFORDABILITY

Debt Affordability represents the marginal amount of long term debt that can be added to current debt and still maintain a reasonable ratio of annual principal and interest expenditures to total operating revenue, exclusive of additional revenue sources. Per the County's Debt Policy, the five-year financial plan will help determine the amount of debt that can be issued while maintaining a debt service ratio to the operating revenues of less than 8%. The current tax structure is assumed in estimating future year revenues.

New bond issue with a : 15 year term and interest rates of:

4.00%	4.00%	4.00%	4.00%	4.00%

($ in thousands)

HOW MUCH CAN WE AFFORD?	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	FY22-FY26
Affordable Bond Issue	$28,219	$45,517	$24,088	$34,511	$4,764		$137,099
FY22-FY26 CIP	(36,529)	(46,797)	(28,855)	(13,391)	(10,830)		(136,401)
Variance per Fiscal Year (Affordable vs. Requested)	($8,310)	($1,280)	($4,767)	$21,121	($6,066)		$698

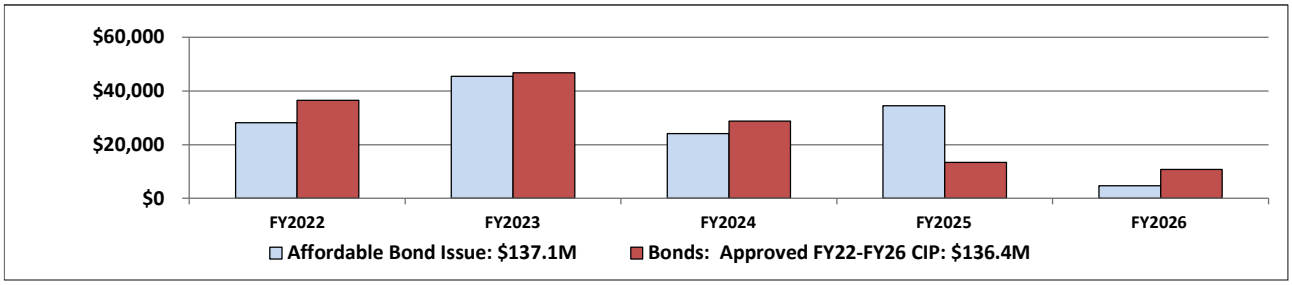
ADDITIONAL AFFORDABLE DEBT

How we calculate the additional affordable debt:

Total Operating Revenue Projection	$441,133	$453,166	$468,935	$485,520	$503,934	$520,455
Less: Dedicated Revenues	(4,687)	(4,744)	(4,812)	(4,883)	(4,964)	(5,046)
Total Adjusted Operating Revenues	$436,446	$448,422	$464,123	$480,637	$498,970	$515,410
Multiply the Adjusted Operating Revenue by						
% of Debt Policy Target:	6.4%	7.1%	7.2%	7.3%	7.4%	7.5%
Subtotal	$28,083	$31,841	$33,420	$35,089	$36,927	$38,656
Dedicated Stadium/Courthouse Rent/Waldorf Station	713	929	1,144	1,144	1,144	1,144
Total Available for Debt Service Payments	**$28,796**	**$32,769**	**$34,564**	**$36,233**	**$38,071**	**$39,800**
Subtract: Existing Obligations and Future Planned Debt-						
Existing Debt Service	$28,096	$27,113	$23,941	$21,700	$18,711	$18,662
Approved debt not issued	700	3,219	4,233	5,993	7,737	9,115
FY23 Annual Debt Service from Debt Affordability Model			2,438	2,438	2,438	2,438
FY24 Annual Debt Service from Debt Affordability Model				3,952	3,952	3,952
FY25 Annual Debt Service from Debt Affordability Model					2,150	2,150
FY26 Annual Debt Service from Debt Affordability Model						3,083
Total Debt Service Payments	**$28,796**	**$30,332**	**$30,612**	**$34,083**	**$34,988**	**$39,400**
Amount of Funds Available for New Debt	**$0**	**$2,438**	**$3,952**	**$2,150**	**$3,083**	**$400**

The annual debt service, reported one line above, would fund a bond issue in the amount of:						FY22-FY26
Affordable Bond Issue	**$28,219**	**$45,517**	**$24,088**	**$34,511**	**$4,764**	**$137,099**
(Note: Bond Issues are estimated based on the Amount of Funds Available for New Debt in the subsequent year.)						

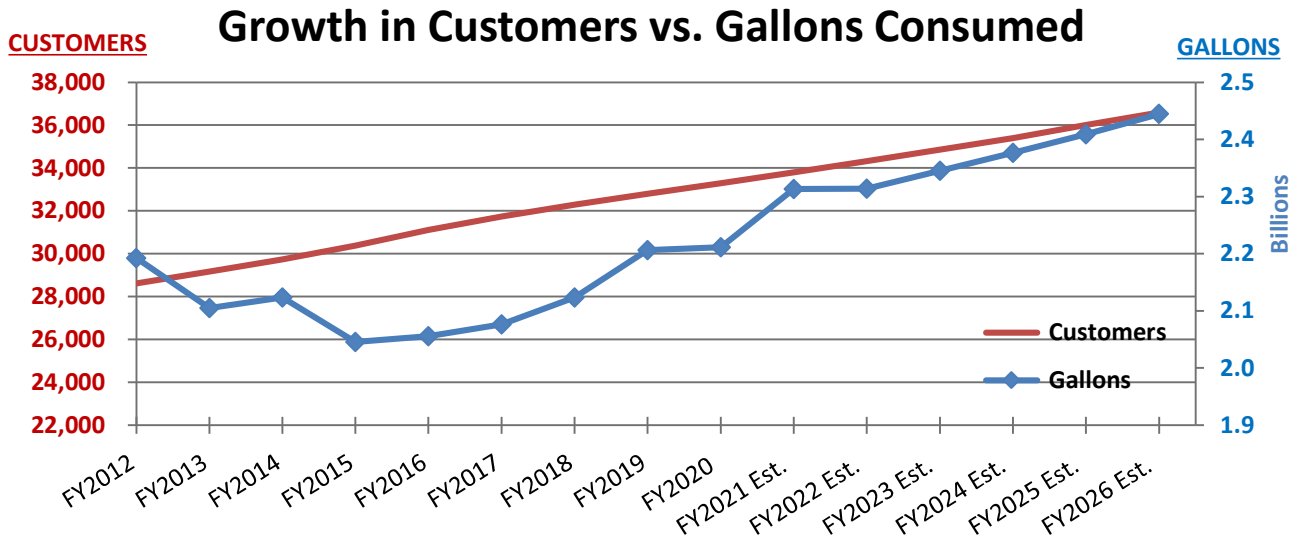
FY22-FY26 APPROVED CIP BOND FUNDING:	FY2022	FY2023	FY2024	FY2025	FY2026	FY22-FY26
Board of Education	$6,475	$18,245	$12,211	$3,204	$3,186	$43,321
College of Southern Maryland	1,822	919	0	0	0	2,741
General Government	16,939	12,854	10,652	4,910	2,152	47,506
Parks	1,153	2,478	1,356	336	83	5,406
Transportation	10,140	12,301	4,636	4,941	5,409	37,427
Total Approved CIP Bond Funding	**$36,529**	**$46,797**	**$28,855**	**$13,391**	**$10,830**	**$136,401**



WATER & SEWER FUND FIVE-YEAR PLAN

Water & Sewer Fund:

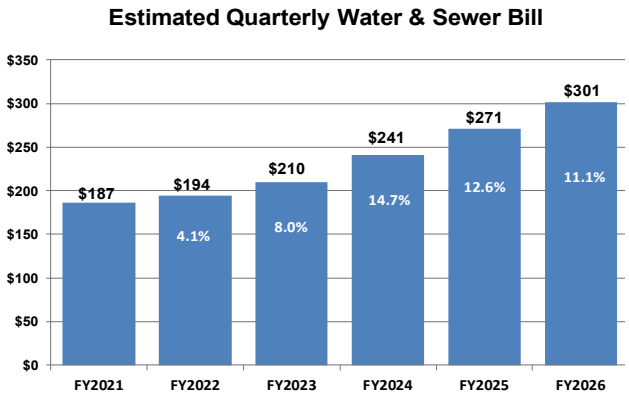
This fund is used to manage all water and sewer operations within the County. These efforts are supported primarily by user fees and connection fees. The assumptions for revenue estimates are based on trend, population growth, weather conditions, and customer demand. The annual user fee revenue budget is based on an average flow per customer. The FY2022 budget was based on 138 gallons per day multiplied by the estimated number of customers. New customers are added to our existing base from historical data and estimated new construction. New residential customers that will be connecting to the water and sewer system are currently estimated to grow approximately 1.5% per year from FY2022 to FY2026. For planning purposes, the water rate, sewer rate, and customer account fee are assumed to remain constant.



This graph depicts that while growth in customers has remained consistent, growth in consumption has fluctuated mainly due to water conservation and weather conditions. Future growth in consumption is expected to keep pace with the growth in customers.

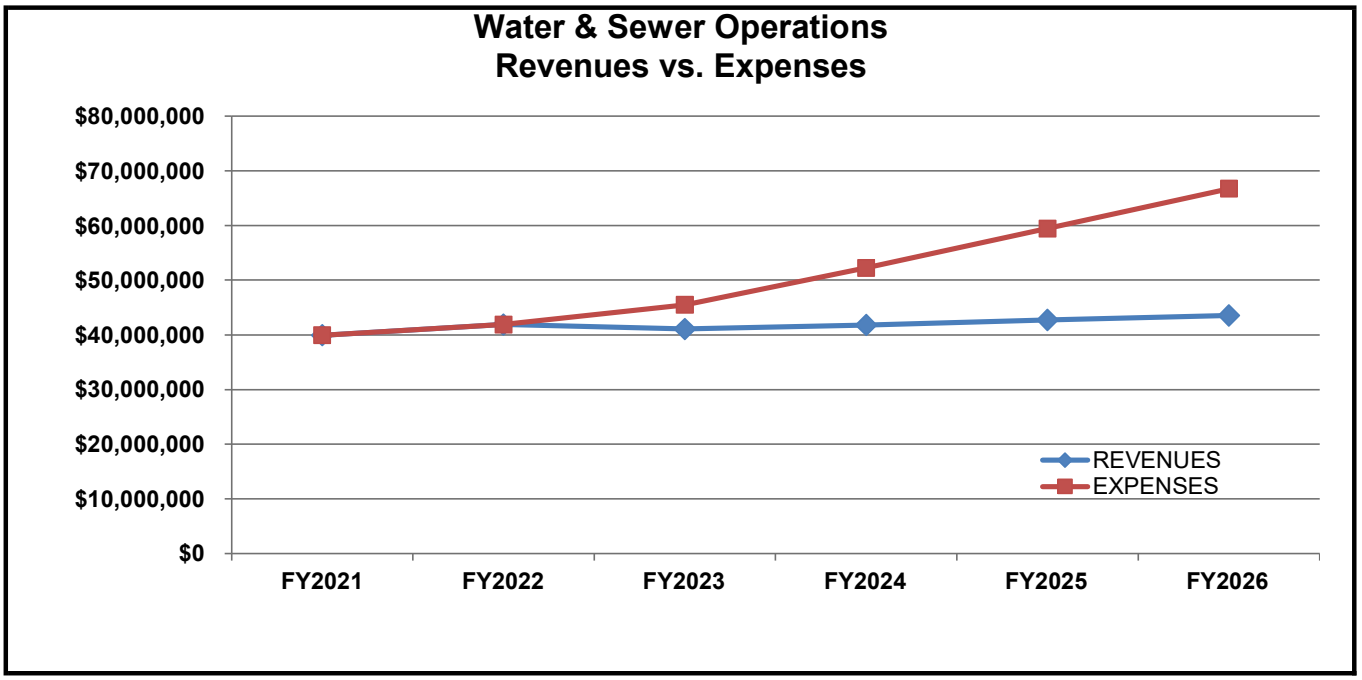
As for expenditures, in addition to inflating the baseline budget, operating expense estimates take into consideration the funding needs involving enterprise fund capital projects, the impact from customer growth, and future project operating costs. Future rate adjustments are calculated on a break-even basis and recommended to the Commissioners so current decisions regarding programs and infrastructures can be quantitatively measured for future fiscal impact.

The model to the right shows expenditures out pacing revenues. The average gallons per day are assumed to remain at 138 gallons. Fee increases will be needed in future years in order to fund the existing program and absorb the debt service and operating impact related to capital projects placed in service, such as a new well or treatment plant. Over the next four fiscal years, the combined average water and sewer bill increase is projected to range from 4.1% to 14.7%. A fee increase generally will be needed in this fund as expenses will continue to be greater than the growth in customer base.



WATER & SEWER FUND FIVE-YEAR PLAN

	FY2021 Estimate	FY2022 Estimate	FY2023 Estimate	FY2024 Estimate	FY2025 Estimate	FY2026 Estimate
WATER						
Revenues	$13,659,700	$14,218,000	$13,901,100	$14,093,700	$14,305,400	$14,517,200
Expenses	(13,659,700)	(14,218,000)	(15,588,700)	(17,783,900)	(20,790,300)	(24,373,800)
Income/(Loss)	$0	$0	($1,687,600)	($3,690,200)	($6,484,900)	($9,856,600)
Estimated Annual Rate I	*0.9%*	*3.0%*	*9.4%*	*13.0%*	*15.8%*	*16.0%*
SEWER						
Revenues	$26,277,900	$27,649,200	$27,168,000	$27,752,300	$28,410,000	$28,994,800
Expenses	(26,277,900)	(27,649,200)	(29,877,000)	(34,442,500)	(38,624,800)	(42,349,600)
Net Income/(Loss)	$0	$0	($2,709,000)	($6,690,200)	($10,214,800)	($13,354,800)
Estimated Annual Rate I	*10.0%*	*4.7%*	*7.4%*	*16.1%*	*11.5%*	*9.0%*



NOTE: Revenues assume FY2022 user fee rates; no increase is assumed in the future years. User fee rates are reviewed and set annually as part of the Budget Process.

WATER & SEWER FUND FIVE-YEAR PLAN

Capital Improvement Program Operating Impact

An operating impact is required on all CIP projects. The impact of the future operating impacts on the existing Water and Sewer rate is listed on each project page in the Capital Budget section. Listed below is a summary of all projects impacting the Water and Sewer user fee rates and the affect of each project on the existing rate.

The required rate adjustment is calculated by taking the Total Cost per Year and dividing it by the estimated amount of money that one cent generates.

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Marginal Revenue generated from a one cent rate adjustment:	**$23,448**	**$23,767**	**$24,090**	**$24,447**	**$24,803**

PROJECT IMPACT ON WATER USER FEE:	Prior	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Project Impact on Rate	Project Impact on Qtrly. Bill
DEBT SERVICE								
Automation & Technology Master Plan	359,800	359,800	359,800	359,800	422,400	485,100	**17.4¢**	**$2.16**
Utilities Professional Development & Training Center	0	0	0	0	0	7,500	**0.3¢**	**$0.04**
Utilities Waldorf Regional Facility	0	0	0	0	0	18,000	**0.7¢**	**$0.09**
Underground Infrastructure Repairs	202,000	202,000	202,000	285,800	369,900	454,100	**18.3¢**	**$2.27**
Ellenwood, Mariellen and Newtown Connection	0	0	20,500	45,600	68,500	244,200	**9.8¢**	**$1.22**
Bel Alton and Chapel Point Connection	0	0	53,700	120,700	181,200	895,000	**36.0¢**	**$4.47**
St. Charles Parkway and Rosewick Connection	0	0	10,100	60,500	154,900	154,900	**6.2¢**	**$0.78**
Satellite Water Facility Upgrades	269,400	269,400	357,100	445,500	534,200	623,000	**25.1¢**	**$3.12**
Waldorf Tower No. 5 Rehabilitation	139,900	139,900	139,900	278,000	278,000	278,000	**11.2¢**	**$1.39**
Pinefield Water Tower Rehabilitation	144,400	144,400	144,400	276,200	276,200	276,200	**11.1¢**	**$1.38**
WSSC Waldorf Interconnection	8,800	8,800	35,600	128,000	490,400	845,800	**34.1¢**	**$4.24**
Waldorf Fire House Water Tower	7,800	7,800	16,100	35,700	208,200	341,200	**13.8¢**	**$1.71**
Waldorf Fire House Tower Water	4,600	4,600	33,700	86,400	86,400	86,400	**3.5¢**	**$0.43**
Settle Wood Water Tower Rehab	59,800	59,800	59,800	98,300	98,300	98,300	**4.0¢**	**$0.49**
Benedict Water System Improvements	123,000	123,000	139,900	236,400	236,400	236,400	**9.5¢**	**$1.18**
Old Washington Road Waterline	75,900	75,900	75,900	75,900	134,500	134,500	**5.4¢**	**$0.67**
Potomac River Water Supply Treatment	0	0	48,900	109,500	222,100	231,200	**9.3¢**	**$1.16**
Contingency Inflation	0	0	10,800	75,900	192,200	428,200	**17.3¢**	**$2.14**
Total Debt Service	$1,395,400	$1,395,400	$1,708,200	$2,718,200	$3,953,800	$5,838,000		
OPERATING								
Automation & Technology Master Plan	0	0	0	62,500	62,500	0	**0.0¢**	**$0.00**
Total Operating Costs	$0	$0	$0	$62,500	$62,500	$0		
Total Cost per Year:	**$1,395,400**	**$0**	**$312,800**	**$1,072,500**	**$1,235,600**	**$1,821,700**	**$2.33**	**$28.95**
FY21-FY26 Cumulative Cost:		**$1,395,400**	**$1,708,200**	**$2,780,700**	**$4,016,300**	**$5,838,000**		

Required CIP Water Rate Adjustment Per Year:

	Prior	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Impact on Rate
Rate Adjustment per Year	**59.5¢**	**0.0¢**	**12.5¢**	**43.9¢**	**46.2¢**	**70.6¢**	**$2.33**
Estimated % change due to CIP:		*0.0%*	*0.2%*	*0.7%*	*0.8%*	*1.2%*	

* Note: Rate Adjustment will vary due to tiered billing system for Residential Users.

WATER & SEWER FUND FIVE-YEAR PLAN

Capital Improvement Program Operating Impact

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Marginal Revenue generated from a one cent rate adjustment:	**$22,501**	**$22,519**	**$22,538**	**$22,558**	**$22,578**

PROJECT IMPACT ON SEWER USER FEE:	Prior	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Project Impact on Rate	Project Impact on Qtrly. Bill
DEBT SERVICE								
Automation & Technology Master Plan	359,800	359,800	359,800	359,800	422,400	485,100	**18.9¢**	**$2.35**
Utilities Professional Development & Training Center	0	0	0	0	0	7,500	**0.3¢**	**$0.04**
Utilities Waldorf Regional Facility	0	0	0	0	0	18,000	**0.8¢**	**$0.10**
MWWTP Electrical System Replacement	355,400	355,400	408,800	620,400	620,400	620,400	**27.5¢**	**$3.41**
MWWTP Flow Equalization	457,100	457,100	939,200	1,133,000	1,327,900	1,327,900	**58.8¢**	**$7.30**
Mattawoman Infiltration and Inflow	448,800	448,800	476,100	593,600	711,800	830,100	**36.8¢**	**$4.57**
Mattawoman WWTP Automation	313,700	313,700	402,400	508,000	508,000	508,000	**22.5¢**	**$2.79**
Pump Station Rehabs and Replacements	724,900	724,900	913,800	1,313,400	1,919,300	2,179,600	**96.5¢**	**$11.99**
Satellite Wastewater Facility Upgrades	377,500	377,500	381,900	557,000	608,800	660,700	**29.3¢**	**$3.63**
MWWTP Clarifier and Thickener Repairs	298,400	298,400	366,500	435,300	504,600	504,600	**22.3¢**	**$2.78**
MWWTP Utility Water System Evaluation & Improvement	82,100	82,100	83,600	107,600	131,700	131,700	**5.8¢**	**$0.72**
Zekiah Pump Station Upgrade	19,000	19,000	19,000	27,400	35,900	35,900	**1.6¢**	**$0.20**
Zekiah Pump Station Forcemain	25,000	25,000	25,000	41,100	41,100	41,100	**1.8¢**	**$0.23**
Cliffton WWTP Improvements	472,400	472,400	673,400	875,800	875,800	875,800	**38.8¢**	**$4.82**
MWWTP Primary Clarifiers #1-4	0	0	0	0	6,000	65,600	**2.9¢**	**$0.36**
MWWTP Septage Receiving Facility	20,900	20,900	25,700	30,300	94,900	94,900	**4.2¢**	**$0.52**
Post Office Road Sewer Capacity	366,400	366,400	567,400	567,400	567,400	567,400	**25.1¢**	**$3.12**
MWWTP Effluent Filters #7-#16	105,500	105,500	105,500	123,400	170,900	381,500	**16.9¢**	**$2.10**
MWWTP Reclaimed Water Filtration	40,000	40,000	40,000	61,100	327,200	596,400	**26.4¢**	**$3.28**
MWWTP Final Filter Disinfection System	20,100	20,100	20,100	20,100	50,200	77,000	**3.4¢**	**$0.42**
MWWTP Reclaimed Water Pump Station	30,200	30,200	30,200	37,600	56,100	56,100	**2.5¢**	**$0.31**
MWWTP Effluent PS Forcemain Surge	12,100	12,100	18,200	39,000	59,900	59,900	**2.7¢**	**$0.33**
MWWTP Belt Filter Press Replacement	98,400	98,400	115,300	243,300	307,700	307,700	**13.6¢**	**$1.69**
MWWTP Process Improvements	0	0	31,300	65,000	102,700	140,400	**6.2¢**	**$0.77**
MWWTP Grit Removal System #5	0	0	0	10,100	55,700	104,000	**4.6¢**	**$0.57**
White Plains Failing Septic Sewer	88,600	88,600	129,200	129,200	129,200	129,200	**5.7¢**	**$0.71**
Contingency Inflation	0	0	15,600	134,500	312,700	482,800	**21.4¢**	**$2.66**
Total Debt Service	$4,716,300	$4,716,300	$6,148,000	$8,033,400	$9,948,300	$11,289,300		
OPERATING								
Sewer Pump Station Capacity Study	0	80,000	0	0	0	0	**0.0¢**	**$0.00**
Automation & Technology Master Plan	0	0	0	62,500	62,500	0	**0.0¢**	**$0.00**
Total Operating Costs	$0	$80,000	$0	$62,500	$62,500	$0		
Total Cost per Year:	**$4,716,300**	**$80,000**	**$1,351,700**	**$1,947,900**	**$1,914,900**	**$1,278,500**	**$4.98**	**$61.78**
FY21-FY26 Cumulative Cost:		**$4,796,300**	**$6,148,000**	**$8,095,900**	**$10,010,800**	**$11,289,300**		

Required CIP Sewer Rate Adjustment Per Year:

	Prior	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Impact on Rate
Rate Adjustment per Year	**$2.10**	**$ 0.04**	**0.65¢**	**0.84¢**	**0.79¢**	**0.56¢**	**$4.98**
Estimated % change due to CIP:		*1.7%*	*30.3%*	*0.3%*	*0.3%*	*0.2%*	

SOLID WASTE FUND FIVE-YEAR PLAN

Solid Waste Fund (Landfill Operations):

The County charges a fee per ton to all users disposing solid waste (trash) into the publicly owned and operated 16-acre landfill. The user fee recovers the direct operating cost of waste disposal and provides a capital budget reserve for the construction of the next cell and for future closing costs of the current cell. The Landfill operation has been very unpredictable due to legislative changes that have allowed commercial trash companies to transport waste across State lines. Local trash haulers now have more choices. Changes in routes or price of gas impacts which Landfill they decide to utilize.

Multi-year planning has allowed us to foresee the funding levels needed for the operating costs and capital construction within the fund. Although unpredictable, the growth rate for trash tons is directly proportional to our population growth rate with the assumption more people create more solid waste. Included in the capital budget reserve are funds for future construction, closure of the landfill cells, and post closure costs for monitoring.

Our financial model allows for the fluctuating revenues caused by sharp increase/decrease in waste tons by adjusting the useful life of the landfill, thereby requiring more or less capital budget reserve. A new cell expansion was completed in 2015 and it is estimated that it will be full during FY2022. The FY2022-FY2026 Capital Improvement Program includes funding to construct the final cell at the landfill which will add approximately 18 acres of capacity. This should extend the life of the landfill beyond Fiscal Year 2028. The landfill is approximately 71% filled.

The five-year model takes a conservative view and assumes a slight increase to the current waste stream. The tipping fee revenues is assumed to remain constant at $81. The FY2022-FY2026 billable tonnage received at the Landfill is estimated to range between 117,000 tons and 122,000 tons. Billable tons exclude tonnage related to items that charge a reduced fee such as tons resulting from the tag-a-bag program. The tag-a-bag program allows an individual to purchase a tag for each trash bag regardless of the weight and is currently set at $2.25 per tag. It is anticipated that the growth rate in tonnage will equal the population growth of approximately one percent in the out years. A fee increase generally will be needed in this fund as expenses are estimated to grow faster than estimated revenues. Additionally, the landfill has a healthy fund balance which could be used to fund small operating deficits if needed.

	FY2021 Adopted	FY2022 Adopted	FY2023 Estimated	FY2024 Estimated	FY2025 Estimated	FY2026 Estimated
Revenues						
Operating Revenues	$9,098,100	$9,594,200	$9,336,100	$9,427,100	$9,518,200	$9,610,400
Fund Balance Reserves	1,134,000	880,000	600,800	13,000	0	214,600
Total Revenues	**$10,232,100**	**$10,474,200**	**$9,936,900**	**$9,440,100**	**$9,518,200**	**$9,825,000**
Expenses:						
Operating Expenses	8,998,900	9,259,600	9,445,700	9,700,000	9,989,000	10,290,200
Capital Outlay	984,000	886,200	600,800	13,000	0	214,600
Debt Service	249,200	328,400	405,600	444,600	412,800	346,100
Total Expenses	**$10,232,100**	**$10,474,200**	**$10,452,100**	**$10,157,600**	**$10,401,800**	**$10,850,900**
Surplus\Deficit:	**$0**	**$0**	**($515,200)**	**($717,500)**	**($883,600)**	**($1,025,900)**

Estimated Tipping Fee:	**$78**	**$81**	**$82**	**$84**	**$85**	**$86**
Increase over FY2022 Adoption			***$1***	***$3***	***$4***	***$5***
% rate change			*1.2%*	*2.4%*	*1.2%*	*1.2%*

WATERSHED PROTECTION & RESTORATON FUND FIVE-YEAR PLAN

Watershed Protection & Restoration Fund:

The County's Watershed Protection and Restoration Fund is for implementation of local stormwater management plans and practices, and stream and wetland restoration activities. The fund covers related planning, mapping, monitoring, inspections, enforcement, operations and maintenance, public education and outreach, grants to non-profits, administrative costs, and debt service payments to cover the cost of capital improvements. Revenues to the fund are generated primarily by the Stormwater Remediation Fee, which is charged annually to each improved property within the County and accounts for 97% of revenues. The Stormwater Remediation fee was increased to $115 in FY2022. The fee is established annually based on the estimated cost of various programs divided by the number of improved properties. Since Town of Indian Head and La Plata have their own stormwater fee for similar purposes, property owners within these town limits are not charged the county fee.

	FY2021 Adopted	FY2022 Adopted	FY2023 Estimate	FY2024 Estimate	FY2025 Estimate	FY2026 Estimate
Revenues						
Stormwater Remediation Fee	$4,767,900	$5,955,900	$4,835,000	$4,887,400	$4,939,900	$4,998,100
General Fund Subsidy	300,000	0	0	0	0	0
Miscellaneous/Fee Credit	2,200	(500)	(600)	(700)	(800)	(900)
Fund Balance	509,000	164,000	0	0	0	0
Total Revenues	**$5,579,100**	**$6,119,400**	**$4,834,400**	**$4,886,700**	**$4,939,100**	**$4,997,200**
Expenses						
Salaries & Fringe	$983,600	$1,192,800	$1,248,900	$1,307,600	$1,380,100	$1,457,000
Operating	2,149,900	2,326,500	2,223,400	2,246,700	2,280,400	2,314,800
Contingency	38,600	0	0	0	0	0
Debt	2,191,000	2,351,100	3,030,800	3,877,400	4,662,000	5,392,400
Capital Project Studies	216,000	249,000	174,000	77,000	77,000	77,000
Total Expenses	**$5,579,100**	**$6,119,400**	**$6,677,100**	**$7,508,700**	**$8,399,500**	**$9,241,200**
Surplus / (Deficit)	**$0**	**$0**	**($1,842,700)**	**($2,622,000)**	**($3,460,400)**	**($4,244,000)**
Stormwater Remediation Fee:	**$92**	**$115**				
$1 on fee generates approximately:	$51,419	$51,984	$52,554	$53,124	$53,694	$54,327
Estimated Fee:			**$127**	**$142**	**$157**	**$170**
Increase over FY 2022 adoption			***$12***	***$27***	***$42***	***$55***

A fee increase will be needed in this fund as expenses are anticipated to grow faster than the growth in customer base. Expenditure estimates are based on funding the existing program and includes additional debt service costs related to funding the National Pollutant Discharge Elimination System (NPDES) Retrofit capital projects.

ENVIRONMENTAL SERVICE FEE FUND
FIVE-YEAR PLAN

Environmental Service Fee Fund:

The County's Environmental Service Fund is primarily to pay for recycling, litter control, hazardous waste, and other related environmental programs. The fund is supported entirely by fees and charges, the prominent being a $130 fee for each improved property in the County. Improved property is land with one or more structures on it. The environmental service fee accounts for approximately 95% of revenues generated in this fund. The fee is established annually based on the estimated cost of various programs divided by the number of dwelling units. Information from the tax billing system supported by information from the Maryland Department of Assessments and Taxation provides the County with a reliable count of dwelling units. A growth rate is added to the base for a total revenue estimate.

	FY2021 Adopted	FY2022 Adopted	FY2023 Estimate	FY2024 Estimate	FY2025 Estimate	FY2026 Estimate
Revenues						
Operating Revenues	$6,797,500	$7,210,300	$6,906,300	$6,978,000	$7,057,400	$7,141,900
Fund Balance Reserves	670,000	375,000	404,100	16,400	632,300	820,100
Total Revenues	**$7,467,500**	**$7,585,300**	**$7,310,400**	**$6,994,400**	**$7,689,700**	**$7,962,000**
Expenses:						
Operating Expenses	6,530,400	6,966,400	7,219,500	7,477,000	7,755,900	8,042,000
Capital Outlay	770,000	490,000	521,400	136,000	754,300	944,500
Debt Service	167,100	128,900	155,100	145,700	139,900	107,000
Total Expenses	**$7,467,500**	**$7,585,300**	**$7,896,000**	**$7,758,700**	**$8,650,100**	**$9,093,500**
Surplus\Deficit:	**$0**	**$0**	**($585,600)**	**($764,300)**	**($960,400)**	**($1,131,500)**

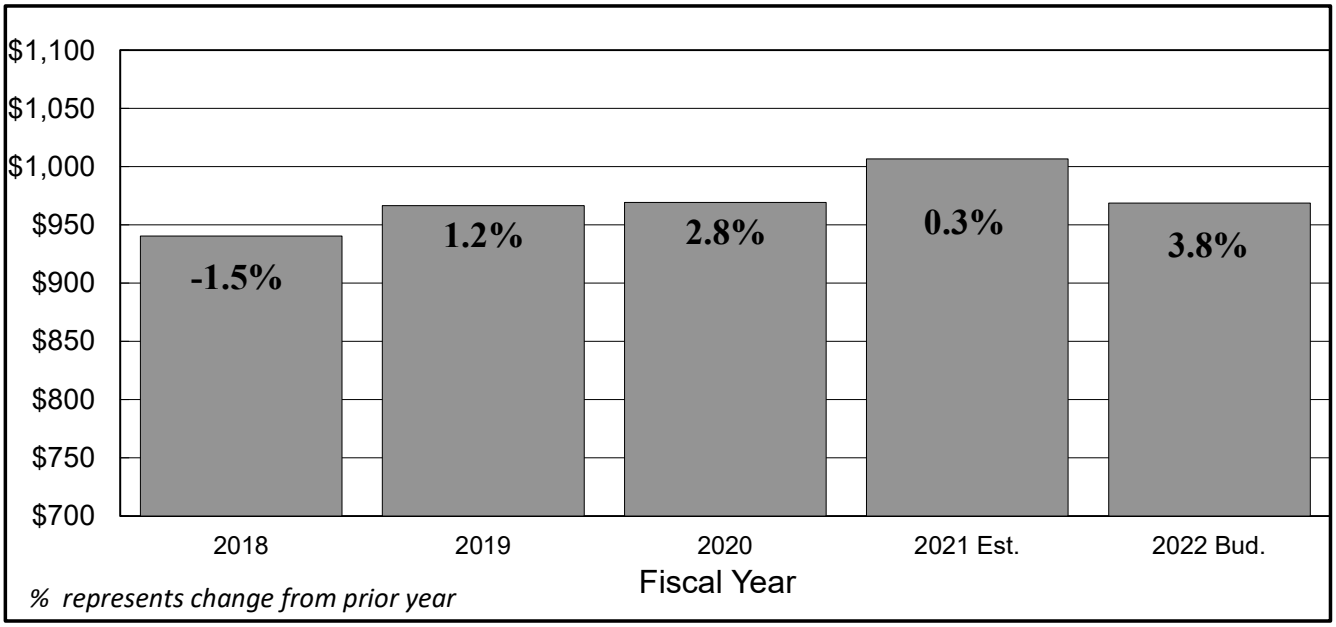
Estimated Tipping Fee	**$124**	**$130**	**$134**	**$137**	**$140**	**$143**
Increase over FY2022 Adoption			***$4***	***$7***	***$10***	***$13***
% rate change			*3.1%*	*2.2%*	*2.3%*	*1.9%*

Included in expenses is the County's anticipated cost to provide curbside collection for the residents. These costs are expected to grow faster than the growth in customer base. A fee increase will be needed to balance the fund and continue the program.

Revenue Indicator

Revenues Per Capita

Comparison in Constant Dollars



Warning Trend: Decreasing net operating revenues per capita (constant dollars)

Formula: Gross operating revenues / Population

Fiscal Year:	2018	2019	2020	2021 Est.	2022 Bud.
Gross operating revenues	$390,809,271	$409,479,365	$421,600,511	$447,722,900	$441,132,800
Consumer price index	260.2	262.3	266.4	270.5	274.3
Gross operating revenues (constant dollars)	$150,184,756	$156,108,700	$158,238,848	$165,495,370	$160,845,887
Current population	159,700	161,503	163,257	164,436	166,072
Gross operating revenues per capita (constant dollars)	**$940**	**$967**	**$969**	**$1,006**	**$969**

Description

Examining per capita revenues shows changes in revenues relative to changes in population size and rate of inflation. As population increases, it might be expected that revenues and the need for services would increase proportionately, and therefore, that the level of per capita revenues would remain at least constant in real terms. If per capita revenues are decreasing, the government may be unable to maintain existing service levels unless it finds new revenue sources or ways to save money.

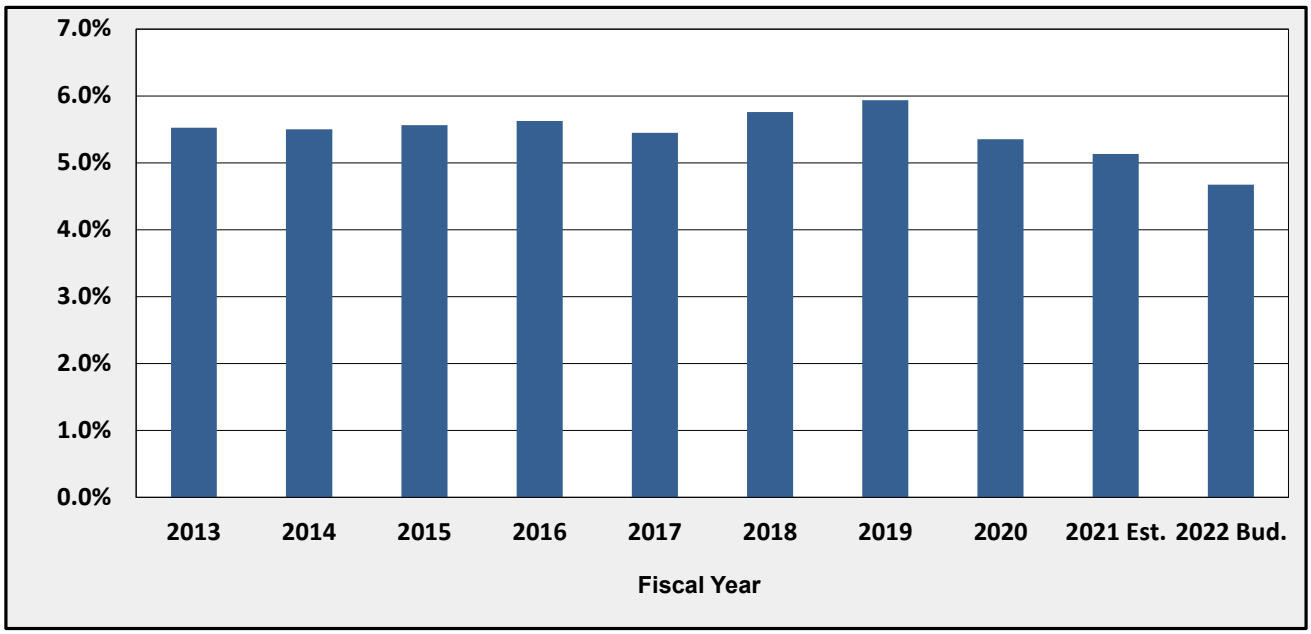
Comments

Since FY2018 the Gross Operating revenues and the Current population has steadily increased. The Gross operating revenues per capita for the FY2021 estimate is higher than the FY2022 budget due to one time revenues.

Revenue Indicator

Intergovernmental Revenues

As a percent of Gross Operating Revenues



Warning Trend: Increasing amount of intergovernmental operating revenues as a percentage of gross operating revenues

Formula: Intergovernmental operating revenue* / Gross operating revenues

Fiscal Year:	2018	2019	2020	2021 Est.	2022 Bud.
Intergovernmental operating revenues*	$23,885,566	$25,842,236	$23,846,749	$24,217,248	$21,617,937
Gross operating revenues (General/Special Revenue)	$414,694,837	$435,321,601	$445,447,260	$471,940,148	$462,750,737
Intergovernmental operating revenues as percent of gross operating income	**5.8%**	**5.9%**	**5.4%**	**5.1%**	**4.7%**

** Intergovernmental operating revenue includes general fund revenue and special revenue funds received to support various grant programs.*

Description

Intergovernmental revenues (revenues received from another governmental entity) are important because an over dependence on such revenues can be harmful to local jurisdictions and their ability to control revenue flows. The reduction of intergovernmental funds at the discretion of other governments leaves the local governments with the dilemma of cutting programs or funding them from general fund revenues.

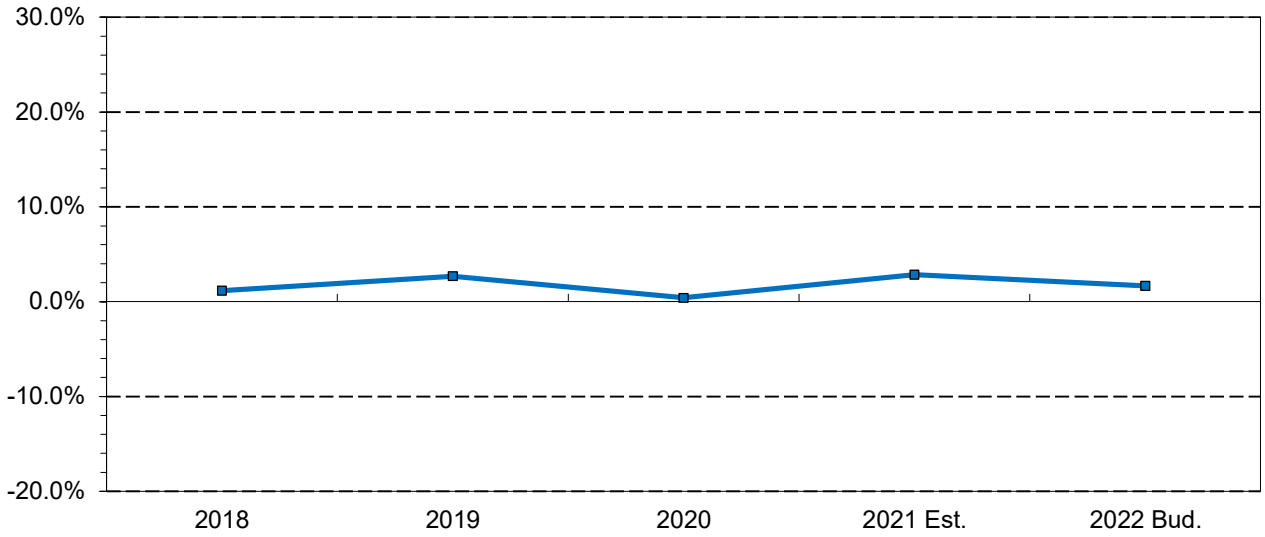
Comment

The intergovernmental operating revenues as a percent of gross operating income has ranged between 5-6%. The FY2022 budget will be amended during the year as funds are awarded.

Revenue Indicator

Property Tax Revenue Growth Rate

In Constant Dollars



Warning Trend: Decline in property tax revenues (constant dollars).

Formula: Property Tax Revenues / (constant dollars)

Fiscal Year:	2018	2019	2020	2021 Est.	2022 Bud.
Property Tax Revenues	$218,014,785	$225,674,929	$230,152,790	$240,337,700	$247,687,300
Consumer price index	260.2	262.3	266.4	270.5	274.3
Property Tax Revenue in constant dollars	$83,781,271	$86,035,642	$86,382,989	$88,837,932	$90,311,769
Growth rate in constant dollars	**1.1%**	**2.7%**	**0.4%**	**2.8%**	**1.7%**

Description

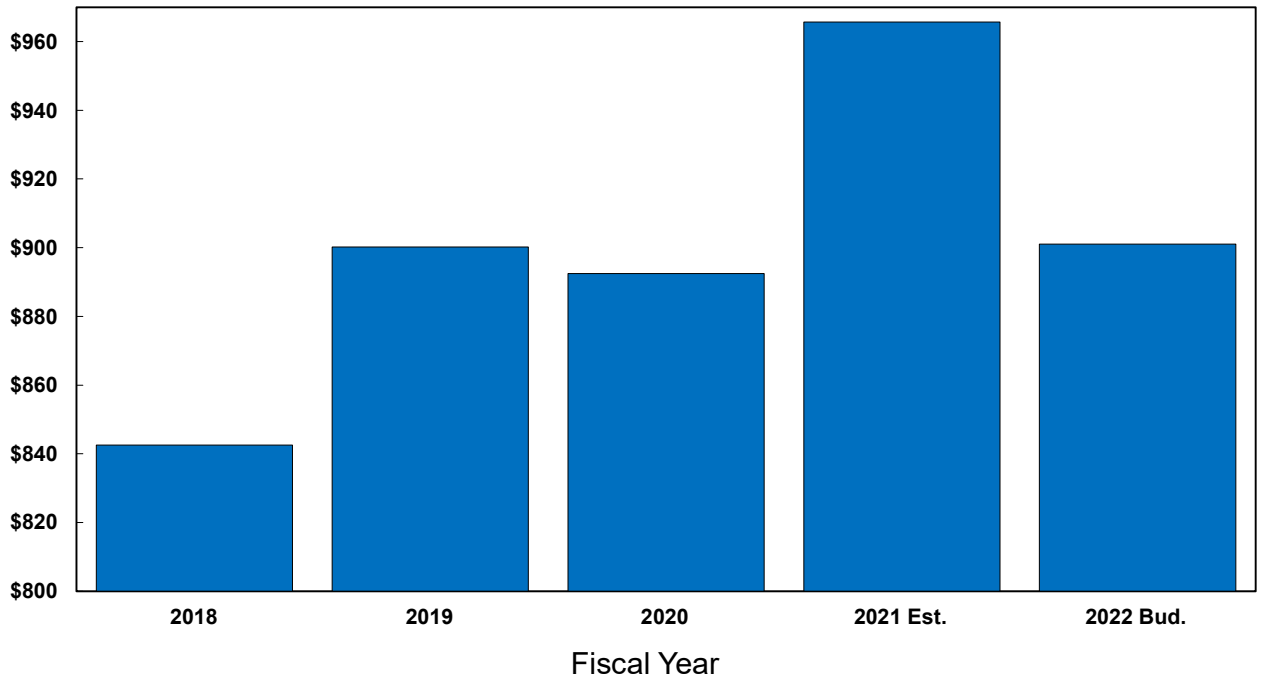
Property tax revenue should be considered separately from other revenue because it is the primary revenue source. A decline or diminished growth rate in property taxes may be a result of overall decline in property value, default in property tax payment, or inefficient assessment.

Comment

Tax rates have remained constant since FY2018. The County is starting to see a growth in revenues due to increased assessments. The FY2020 actual includes the economic impact that the COVID-19 emergency pandemic has had on business property taxes. The FY2022 budget assumes normal growth in assessments.

Revenue Indicator

Average Income Tax Per Household
In Constant Dollars



Warning Trend:
Decline in property tax revenues (constant dollars)

Formula: Income Tax Revenues (constant dollars) / Number of Households

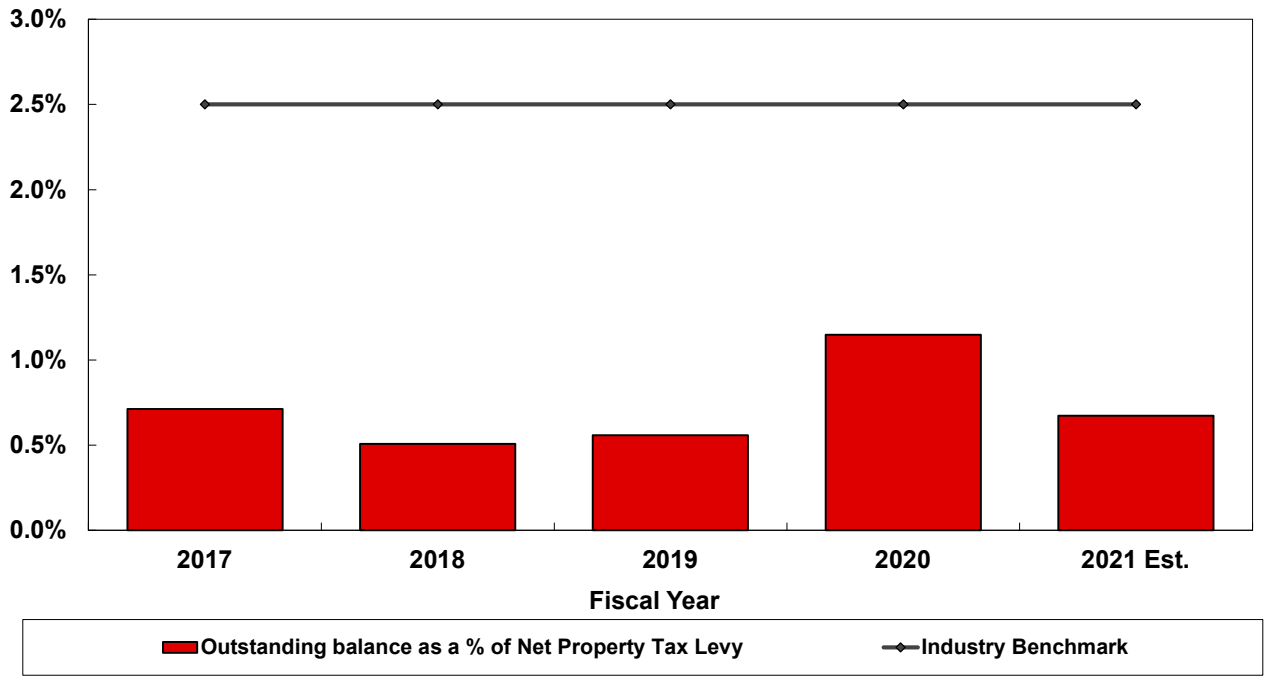
Fiscal Year:	2018	2019	2020	2021 Est.	2022 Bud.
Income Tax Revenues	$124,654,098	$136,665,163	$139,535,615	$154,926,000	$148,000,000
Consumer price index	260.2	262.3	266.4	270.5	274.3
Income Tax Revenue (in constant dollars)	$47,903,534	$52,101,822	$52,371,746	$57,266,527	$53,963,775
Households	56,860	57,879	58,682	59,301	59,891
Avg. Income Tax per Household (in constant dollars)	**$842**	**$900**	**$892**	**$966**	**$901**

Comment

Income tax revenue continues to increase compared to the average income tax per household. The FY2021 estimate includes one time tax reconciliations from prior tax years. The FY2022 budget is less than FY2021 year end estimate due to the impact of the RELIEF Act that was passed by the General Assembly during 2021. This bill exempts income tax withholding from unemployment insurance. The County will receive reconciling adjustments in FY2022 that are estimated to be approximately $4 million.

Revenue Indicator

Uncollected Property Tax



Warning Trend: Increasing amount of uncollected property tax as a percentage of net property tax levy

Formula: Uncollected Property Tax / Net Property Tax Levy

Fiscal Year:	2017	2018	2019	2020	2021 Est.
Net Property Tax Levy	$202,074,698	$208,859,514	$216,532,932	$224,009,919	$233,302,983
Current year tax levy outstanding at year end	$1,441,512	$1,062,348	$1,210,593	$2,571,886	$1,571,585
Outstanding balance as a % of Net Property Tax Levy	**0.7%**	**0.5%**	**0.6%**	**1.1%**	**0.7%**

Description

Each year, a percentage of property tax owners are unable to pay property taxes. If the percentage increases over time, it may indicate overall decline in the local government's economic health. Additionally, as uncollected property taxes rise, liquidity is decreased and there is less cash on hand to pay bills or invest.

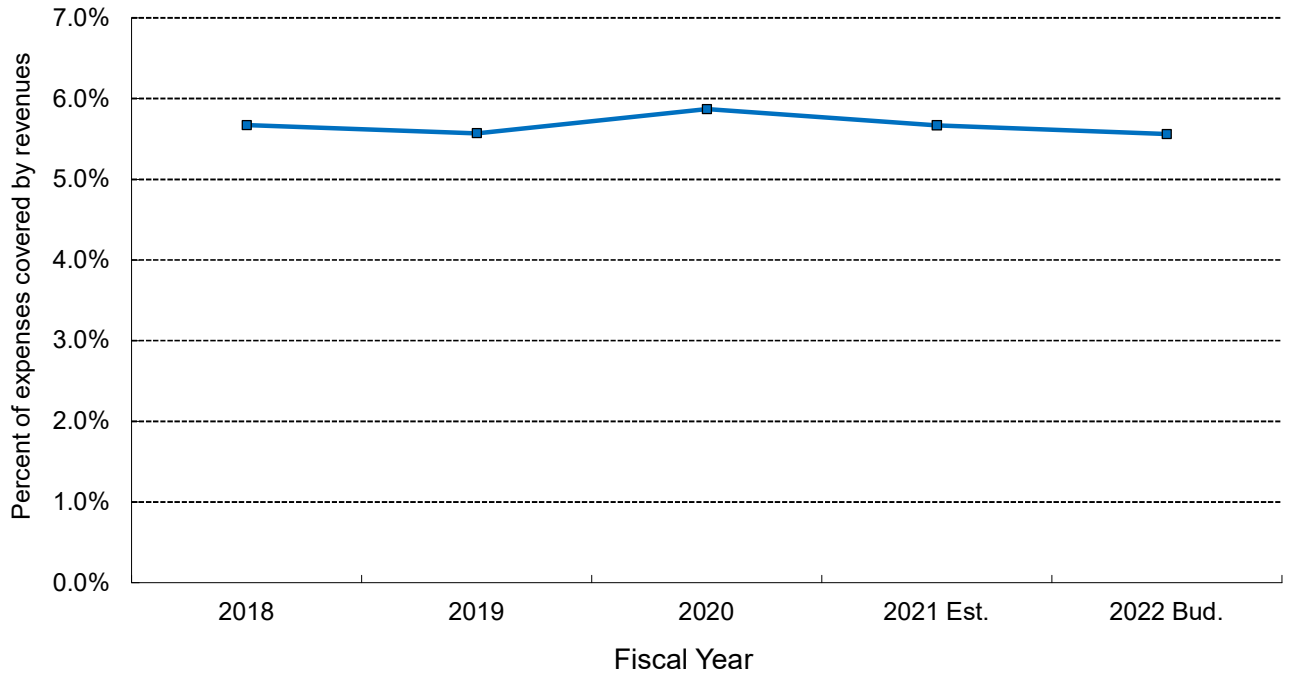
Comment

The County's ability to conduct tax sales and assess liens coupled with the ability of the majority of its citizens to pay for the tax levy are the most significant factors contributing to an excellent collection rate.

Uncollected property tax revenue has ranged from 0.5% to 1.1% in recent years which is well below the industry benchmark.

Revenue Indicator

User Charge Coverage



Warning Trend: Decreasing revenues from user charges as a percent of total expenditures for related service.

Formula: Revenues from User Charges / Expenses for Related Services

Fiscal Year:	2018	2019	2020	2021 Est.	2022 Bud.
General Fund License & Permit/ Service Fee Revenue	$8,577,524	$8,650,115	$9,286,530	$9,629,600	$10,393,100
General Fund Expense (excludes transfers & debt service)	$151,233,233	$155,331,735	$158,242,638	$169,847,530	$186,963,900
Percent of expenses covered by revenues	**5.7%**	**5.6%**	**5.9%**	**5.7%**	**5.6%**

Description

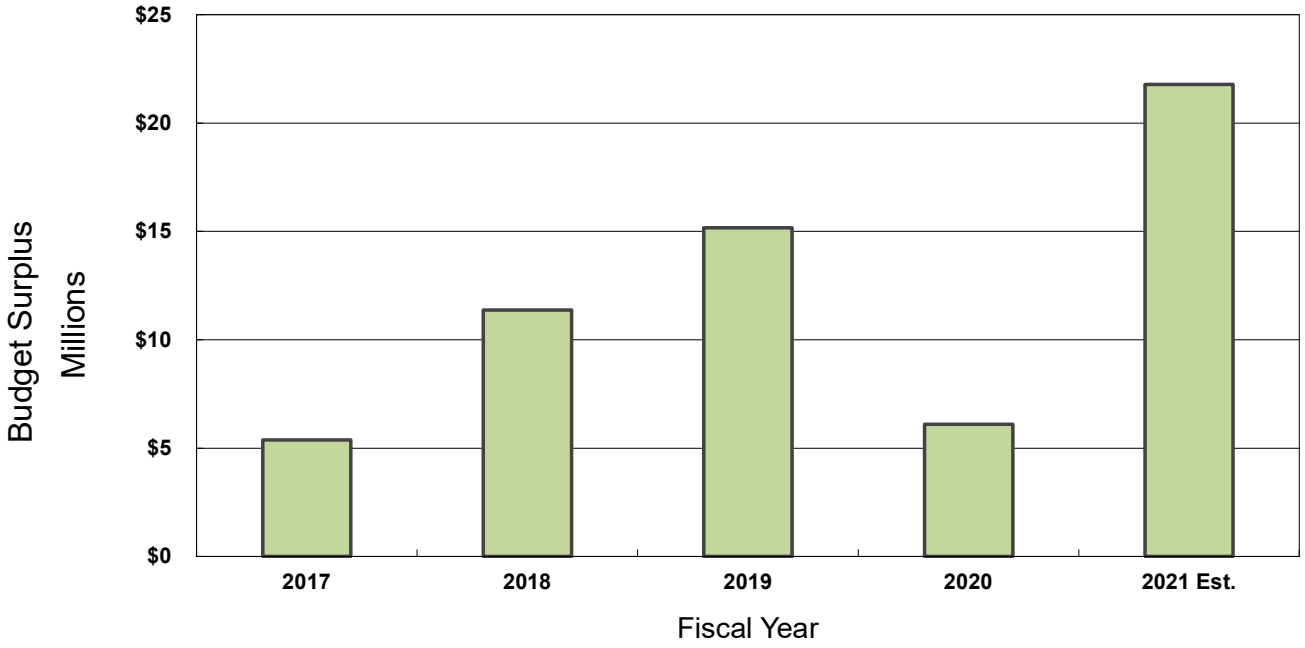
The term user charge coverage refers to whether fees and charges cover the entire cost of providing a service. This indicator focuses only on general fund programs and not on enterprise or special revenue fund services. As coverage declines, the burden on other revenues to support the services increases. This indicator helps to point out if inflation or other factors have eroded the user charge coverage.

Comment

User fee revenue typically supports various programs ranging from planning and zoning to parks and recreation. The County Commissioners review fees during the annual budget process in order to maintain a level funding source for associated programs. Overall, the percent of expenses covered by revenues remains relatively consistent.

Revenue Indicator

General Fund Operating Revenues Budget Surplus (Deficit)



Warning Trend: Increase in revenue shortfalls as a percent of actual operating revenues.

Formula: Revenue Shortfalls / Gross Operating Revenue

Fiscal Year:	2017	2018	2019	2020	2021 Est.
Actual Gross Operating Revenues	$372,974,196	$390,809,271	$409,479,365	$421,600,511	$447,722,900
Amended Budgeted Operating Revenues	$367,592,910	$379,429,650	$394,315,080	$415,508,900	$425,933,860
Revenue (Shortfall)/Surplus	**$5,381,286**	**$11,379,621**	**$15,164,285**	**$6,091,611**	**$21,789,040**
Revenue Variance as a % of Gross Operating Revenues	1.4%	2.9%	3.7%	1.4%	4.9%

Description

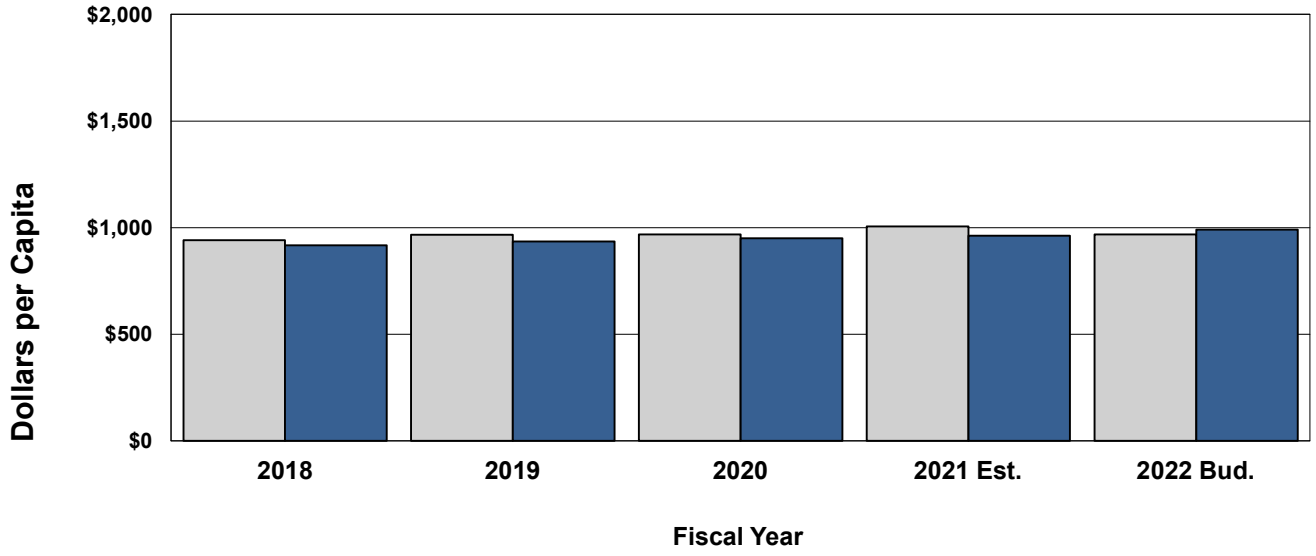
This indicator examines the differences between revenue estimates and revenues actually received during the fiscal year. Major discrepancies that continue year after year can indicate a declining economy, inefficient collection procedures, or inaccurate estimating techniques. If revenue shortfalls are increasing in frequency or size, a detailed analysis of each revenue should be made to pinpoint the source.

Comment

Fiscal Year 2017 and 2018 ended the year greater than budget due primarily to Income Tax and Recordation Tax revenues exceeding expectations. Due to the volatility of these revenues, these budgets are set conservatively. Interest Income and Income Tax in Fiscal Year 2019 also performed better than estimated. Fiscal year 2020 and 2021 is estimated finished the year greater than budget primarily due to Recordation & Income Taxes exceeding expectations.

Revenue & Expenditure Indicator

Expenditures Per Capita
Comparison with Revenues per Capita



Warning Trend: Increasing net operating expenditures per capita. (constant dollars)

Formula: Net operating & transfers (constant dollars) / Population

Fiscal Year:	2018	2019	2020	2021 Est.	2022 Bud.
Net operating expenditures/transfers	$381,044,482	$396,272,301	$413,034,801	$428,349,510	$450,864,600
Consumer price index	260.2	262.3	266.4	270.5	274.3
Expenditures (constant dollar)	$146,432,229	$151,073,678	$155,023,890	$158,334,230	$164,394,297
Per capita expenditures (constant dollars)	**$917**	**$935**	**$950**	**$963**	**$990**
Gross operating revenues per capita	**$940**	**$967**	**$969**	**$1,006**	**$969**
Estimated population	159,700	161,503	163,257	164,436	166,072
Estimated households	56,860	57,879	58,682	59,301	59,891
Household per capita expenditures	**$2,575**	**$2,610**	**$2,642**	**$2,670**	**$2,745**

Description

Changes in per capita expenditures reflect changes in expenditures relative to changes in population. Increasing per capita expenditures can indicate that the cost of providing services is outstripping the community's ability to pay, especially, if spending is increasing faster than the residents' collective personal income.

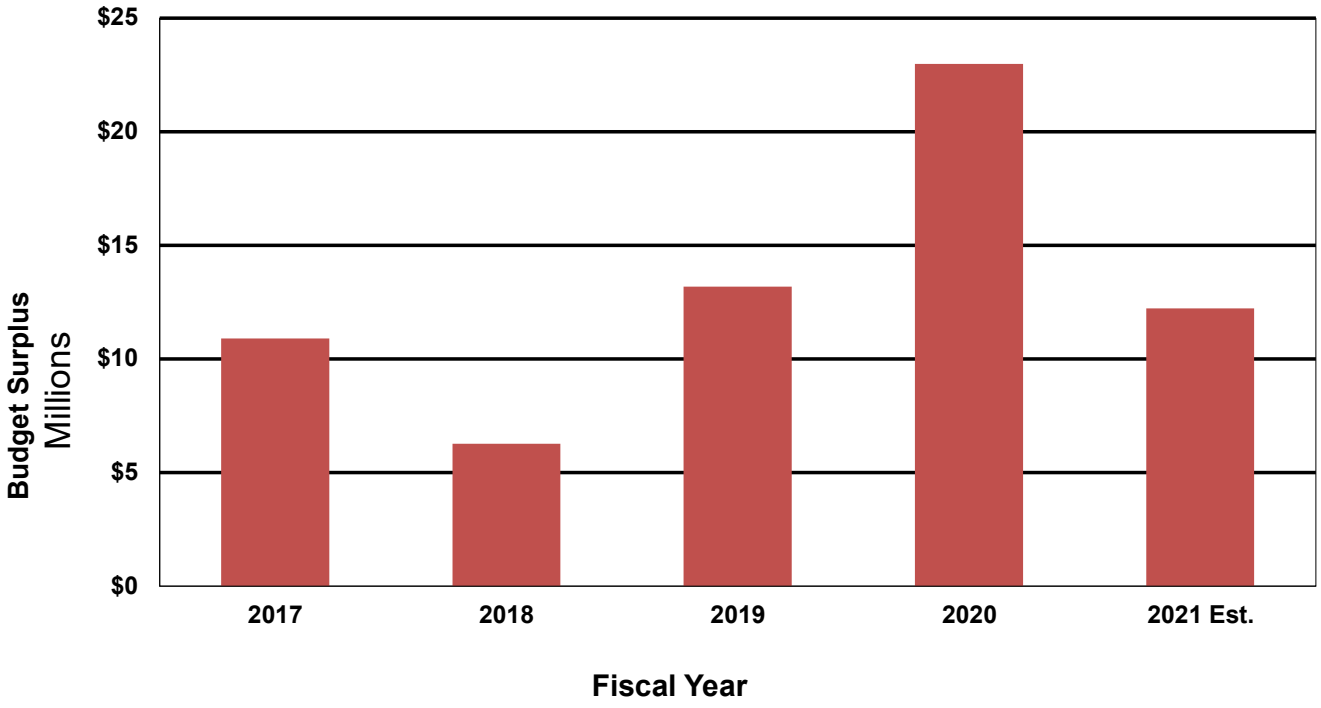
From a different perspective, if the increase in spending is greater than can be accounted for by inflation or the addition of new services, it may indicate declining productivity - that is, that the government is spending more real dollars to support the same level of services.

Comment

Household per capita expenditures support the County's top two priorities: Education and Public Safety.

Expenditure Indicator

General Fund Expenditure Variance Budget Surplus (Deficit)



Formula: Expenditure Variance / Gross Operating Expenditure

Fiscal Year:	2017	2018	2019	2020	2021 Est.
Actual Expenditures	$369,021,198	$381,044,482	$396,272,301	$413,034,801	$428,349,510
Amended Budgeted Expenditures	$379,922,130	$387,320,850	$409,453,110	$436,017,330	$440,581,340
Budget Surplus/(Deficit)	$10,900,932	$6,276,368	$13,180,809	$22,982,529	$12,231,830
Expenditure Variance as a % of Budget	**2.9%**	**1.6%**	**3.2%**	**5.3%**	**2.8%**

Description

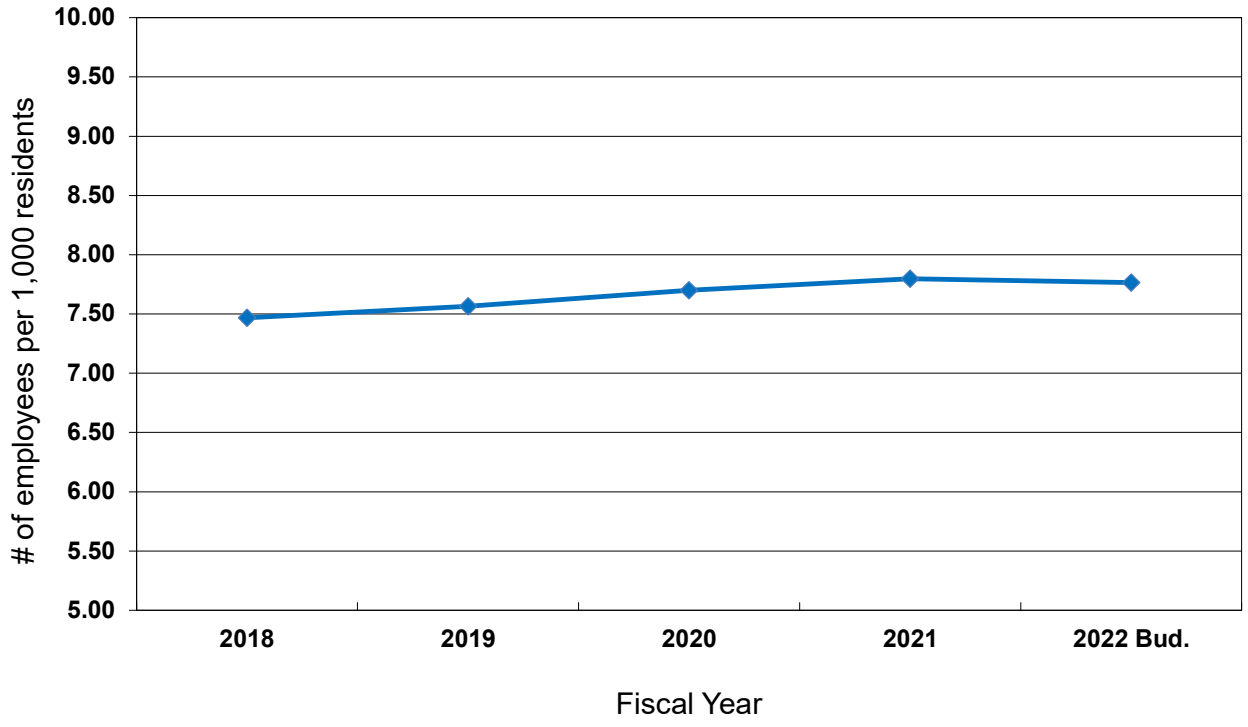
This indicator examines the differences between expenditure estimates and expenditures actually incurred during the fiscal year.

Comment

Budget surpluses in FY2017 through estimated FY2021 were generated by a general overall under spending of operating budgets without specific budget actions required. FY2020 budget surplus is due to the impact of COVID-19 that limited expenditures.

Expenditure Indicator

General & Special Revenue Fund Employees Per Capita



Warning Trend: Increasing number of employees per capita.

Formula:

# of General & Special Revenue Fund Employees
Population

Fiscal Year:	2018	2019	2020	2021	2022 Bud.
Number of Full Time Employees*	1,193	1,222	1,257	1,282	1,289
Population	159,700	161,503	163,257	164,436	166,072
# of county employees per capita	0.0075	0.0076	0.0077	0.0078	0.0078

** excludes Enterprise funded positions which are self-supporting.*

Description

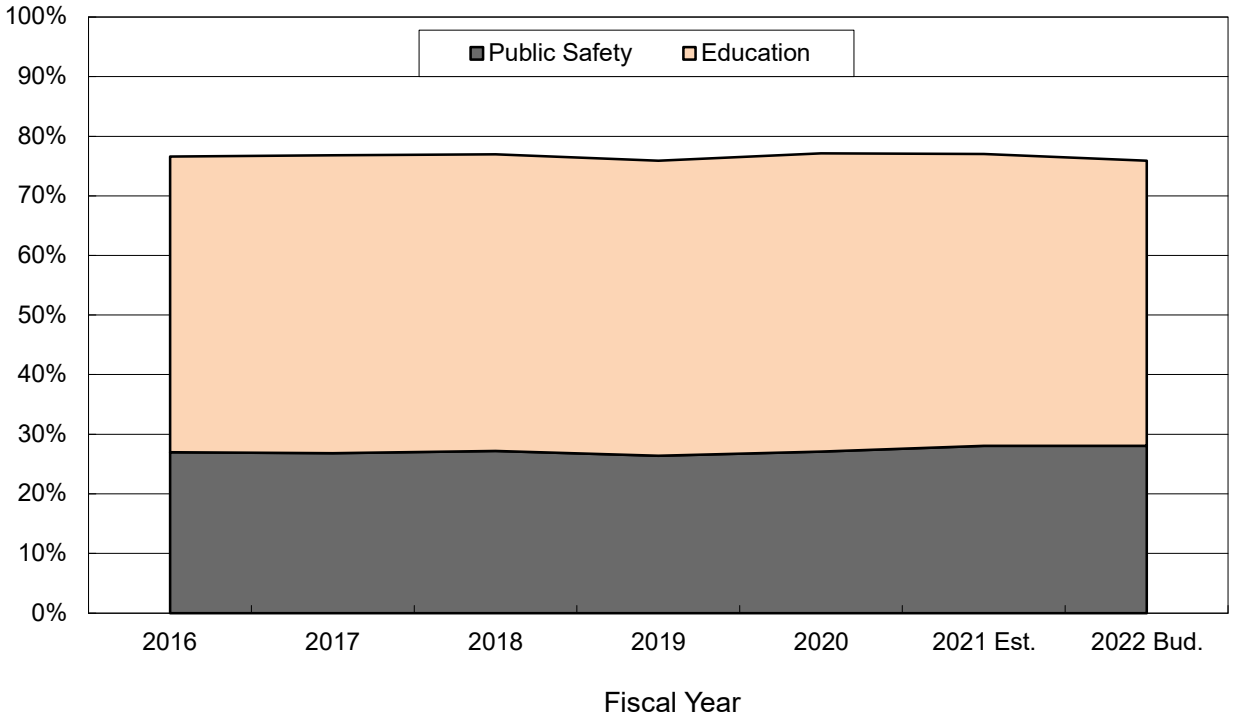
Personnel costs are a major portion of a local government's operating budget, therefore, tracking changes in the number of employees per capita is a good way to measure changes in expenditures. An increase in employees per capita might indicate that expenditures are rising faster than revenues, that the government is becoming more labor intensive, or that personnel productivity is declining.

Comment

Staffing in key areas such as Public Safety and the State's Attorney's Office have seen increased staffing in recent years. The number of employees per capita has remained constant over the past five years.

Expenditure Indicator

Expenditures by Function



Warning Trend: Increasing operating expenditures for one function as a percentage of total net operating expenditures.

Formula: Operating expenditures per function / Total net operating expenditures

Fiscal Year	2018	2019	2020	2021 Est.	2022 Bud.
Education	$189,553,345	$196,073,668	$206,809,750	$210,036,000	$215,590,500
% of Total Funds	49.7%	49.5%	50.1%	49.0%	47.8%
Public Safety	$103,706,229	$104,662,689	$111,815,297	$120,028,100	$126,590,400
% of Total Funds	27.2%	26.4%	27.1%	28.0%	28.1%
Debt Service	$27,536,248	$29,956,800	$30,005,444	$31,485,200	$31,673,900
% of Total Funds	7.2%	7.6%	7.3%	7.4%	7.0%
Remaining	$60,248,660	$65,579,144	$64,404,309	$66,800,210	$77,009,800
% of Total Funds	15.8%	16.5%	15.6%	15.6%	17.1%
Total Funds:	**$381,044,482**	**$396,272,301**	**$413,034,801**	**$428,349,510**	**$450,864,600**

Description

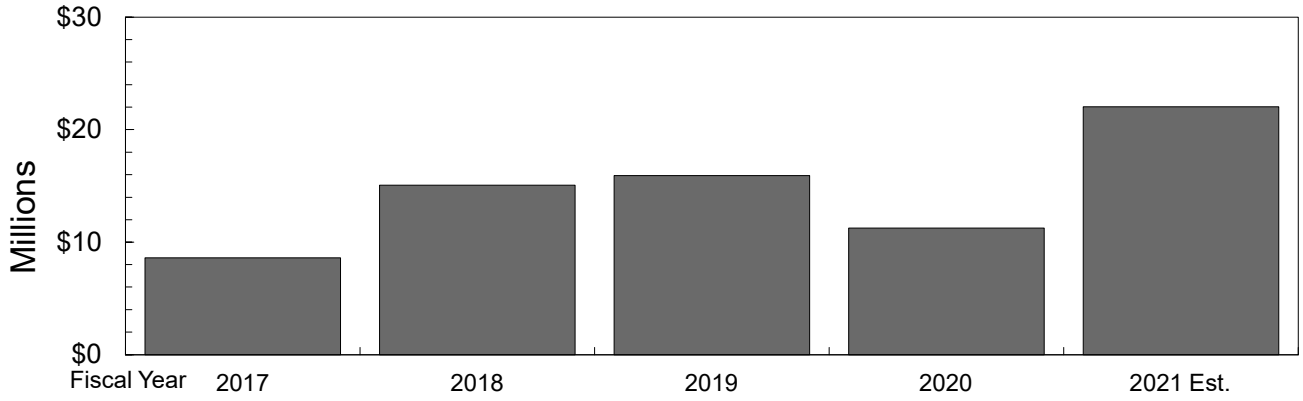
Expenditures by function represents the cost of government services by program. Often times it is also an indicator of the priority level of the government.

Comments

The County's top two priorities, Education and Public Safety, receive the largest share of the County dollar.

Operating Position Indicator

Operating Surplus/Deficit



Warning Trend: Increasing general fund operating deficits as a percent of operating revenues.

Formula: Operating Surplus (Deficit) / Operating Revenues

CREDIT INDUSTRY BENCHMARKS- A credit-rating firm would regard a current-year operating deficit as a minor warning signal; funding practices and the reasons for the deficit would be carefully assessed before it would be considered a negative factor. The following situations, however, would be given considerably more attention and would probably be considered negative factors: (2) consecutive years of operating fund deficits or an operating fund deficit in (2) of the last (5) years or greater than that of the previous year.

Fiscal Year:	2017	2018	2019	2020	2021 Est.
General fund operating (deficits)/surplus	$8,612,937	$15,058,381	$15,926,930	$11,243,660	$22,045,190
Gross operating revenues	$372,974,196	$390,809,271	$409,479,365	$421,600,511	$447,722,900
General Fund operating surplus/deficits as a % of operating revenues	2.3%	3.9%	3.9%	2.7%	4.9%

Description

An operating deficit occurs when current expenditures exceed current revenues. This may not mean that the budget will be out of balance ("budget deficit"), because reserves ("fund balances") from prior years can be used to cover the difference. It does mean, however, that during the current year, the government is spending more than it is receiving. This may be caused by an emergency (such as a natural catastrophe) requiring a large immediate expenditure, or the spending pattern may be part of a policy to use accumulated surplus fund balances. An operating deficit in any one year may not be cause for concern, but frequent and increasing deficits can indicate that the current revenues are not supporting current expenditures and that serious problems may lie ahead.

Budgetary analysis does not always reveal operating deficits because they can be temporarily financed by short-term loans or by accounting transactions that, for example, inappropriately accrue future revenues or transfer surplus fund balances from other funds. An analyst looking for operating deficits should consider each fund separately, so that a surplus in one fund cannot hide a

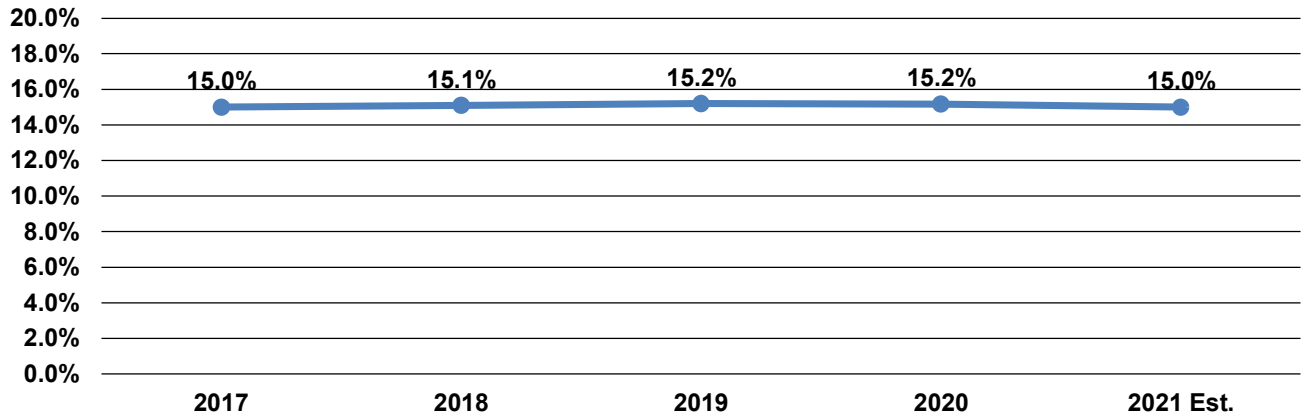
Comment

The General Fund operating surplus is due to conservative spending and recordation taxes/transfer taxes exceeding budget as these revenues are budgeted conservatively due to their volatile nature.

Operating Position Indicator

Fund Balance Policy

As a % of General Fund Operating Revenues



Warning Trend: Declining Fund Balances Policy reserve as a % of net operating revenues.

Formula: Fund Balance Policy / Gross Operating Revenues

Fiscal Year:	2017	2018	2019	2020	2021 Est.
Total Fund Balance	$77,865,616	$92,923,995	$108,850,925	$120,094,585	$142,354,775
Fund Balance Policy	$55,946,129	$59,060,790	$62,249,370	$63,972,210	$67,158,435
Other Committed	$7,250,573	$15,963,337	$30,293,624	$43,893,417	$63,019,526
Nonspendable/ Restricted/Assigned	$9,896,757	$10,937,315	$8,447,988	$10,636,800	$10,536,447
Unassigned	$4,772,156	$6,962,553	$7,859,944	$1,592,158	$1,640,366
Gross operating revenues *	$372,974,196	$390,809,271	$409,479,365	$421,600,511	$447,722,900
Fund Balance Policy as a % of General Fund Operating Revenues	15.0%	15.1%	15.2%	15.2%	15.0%

Description

The size of a local government's fund balances can affect its ability to withstand financial emergencies. It can affect its ability to accumulate funds for capital purchases without having to borrow. Nonspecific or general reserves are usually carried on the books as an unreserved fund balance. The fund balance, however is not synonymous with available for appropriation. An unplanned decline in fund balance may mean that the government will be unable to meet a future

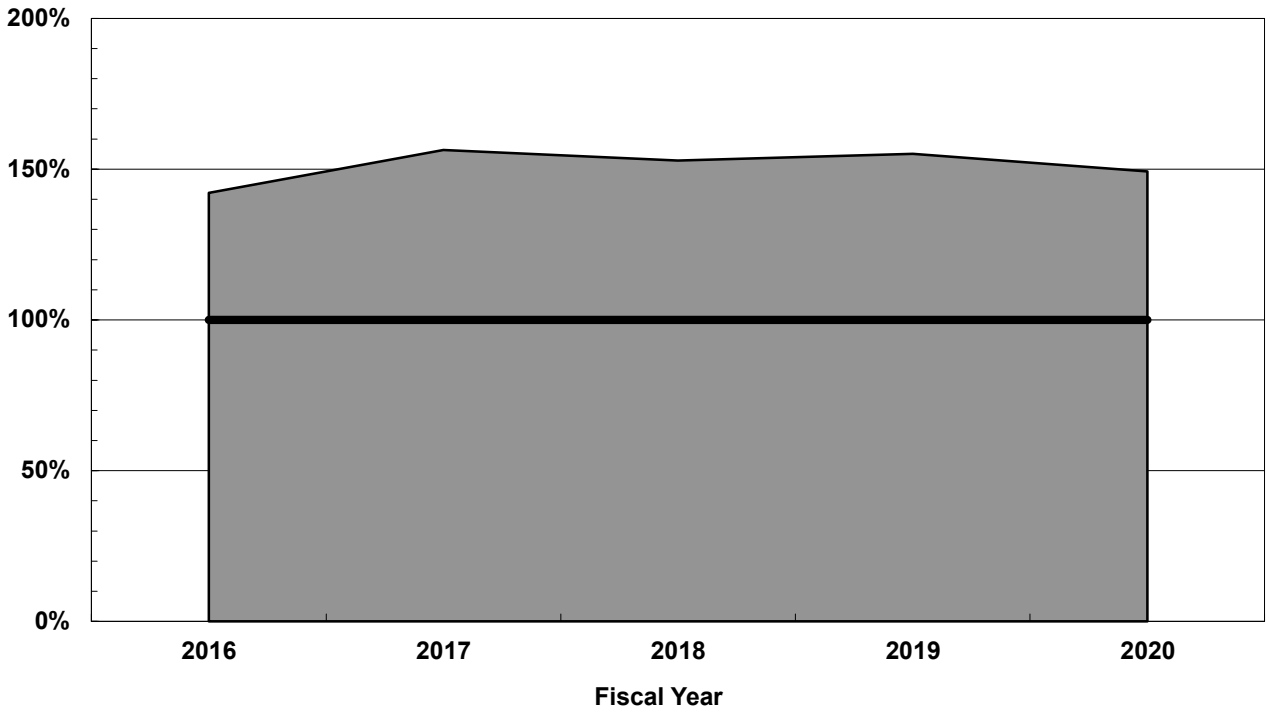
Comments

As the operating revenues have increased so has the Fund Balance Policy reserve of 8% - 15%. The FY2021 Fund Balance Policy represents 15% of the FY2022 operating budget. The County's Fund Balance policy outlines the potential uses of the unassigned fund balance. Committed Fund Balance increased at the end of FY2020 to establish reserves for upcoming expenditures.

* excludes extraordinary income from storm events

Operating Position Indicator

General Fund Liquidity



Warning Trend: Decreasing amount of cash and short-term investments as a percentage of current liabilities.

Formula: Cash and Short-term Investments / Current Liabilities

Fiscal Year:	2016	2017	2018	2019	2020
Cash and Short Term Investments	$161,040,860	$186,157,276	$234,705,251	$267,319,805	$287,444,915
Current Liabilities (excludes unearned revenues)	$113,339,152	$119,070,342	$153,595,709	$172,387,576	$192,709,489
Cash and Short-term Investments as a percentage of Current Liabilities	142.1%	156.3%	152.8%	155.1%	149.2%

Description

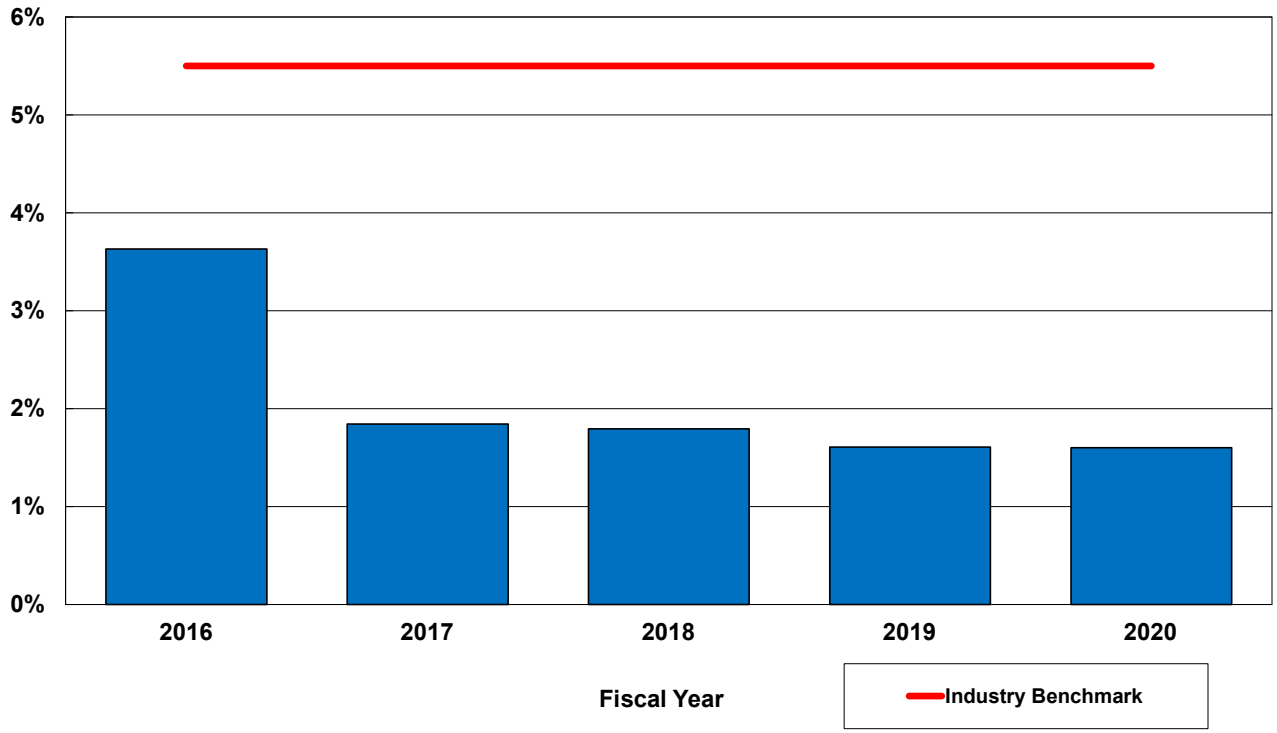
A good measure of a local government's short-term financial condition is its cash position. Cash position, which includes cash on hand and in the bank, as well as, other assets that can be easily converted to cash, determines a government's ability to pay its short-term obligations. Low or declining liquidity can indicate that a government has overextended itself in the long term.

Comment

The County's Cash and Short-term Investments as a percentage of current liabilities continues to be above Industry Standards.

Debt Indicator

Current Liabilities



Warning Trend: Increasing current liabilities at the end of the year as a percentage of net operating revenues

Formula: Current liabilities / Gross operating revenues

Fiscal Year:	2016	2017	2018	2019	2020
Current liabilities *	$13,487,322	$6,873,633	$7,013,770	$6,580,107	$6,747,597
Gross Operating Revenues	$371,580,131	$372,974,196	$390,809,271	$409,479,365	$421,600,511
Current liabilities as a % of operating revenues	3.6%	1.8%	1.8%	1.6%	1.6%

** excludes unearned revenues and amounts due other funds considered long term in nature.*

Description

Current liabilities are defined as the sum of all liabilities due at the end of the fiscal year, including short-term debt, all accounts payable, accrued liabilities, and other current liabilities. A major component of current liabilities may be short-term debt in the form of tax or bond anticipation notes.

Although short-term borrowing is an accepted way to deal with uneven cash flows, an increasing amount of short term debt outstanding at the end of successive years can indicate liquidity problems, deficit spending, or both.

Credit Industry Benchmarks

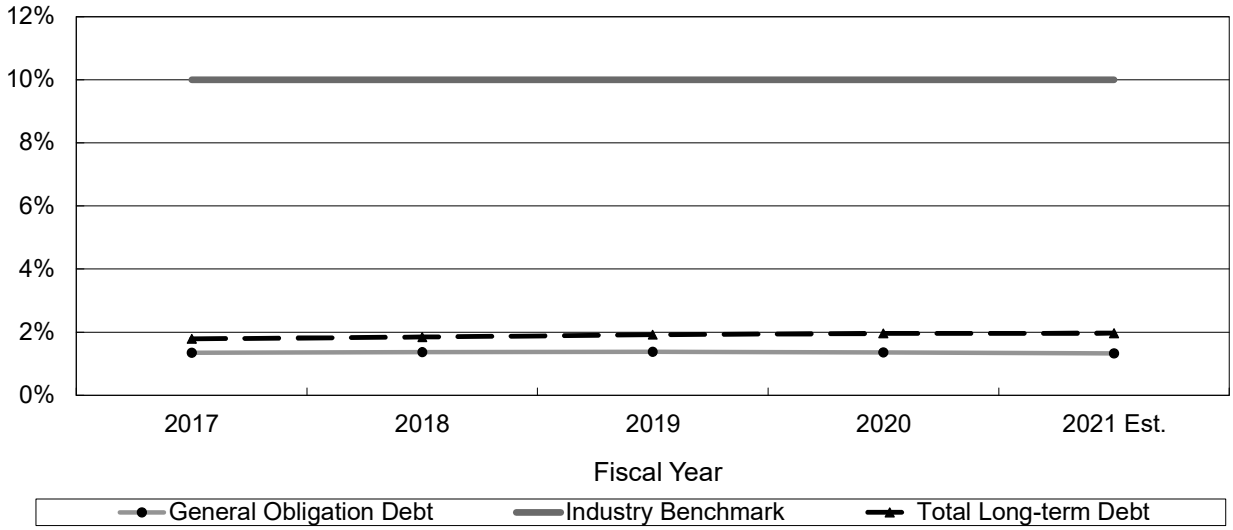
The credit industry considers the following situations negative factors: (1) Short-term debt outstanding at the end of the year exceeding 5 percent of operating revenues including tax anticipation notes (TAN's), but excluding bond anticipation notes (BAN's), and (2) a two-year trend of increasing short-term debt outstanding at the end of the fiscal year (including TANs).

Comment

Current liabilities as a percentage of operating revenues exceeded Industry Standards for Fical Year 2016. The improvement in FY2017 is due to a release of a deposit held related to negotiations for a Payment in Lieu of Taxes Agreement.

Debt Indicator

Long-Term Debt as a % of Property Value



Warning Trend: Increasing net direct long-term debt as a % of assessed valuation.

Formula: Long-Term Debt / Assessed Valuation of Property

Fiscal Year:	2017	2018	2019	2020	2021 Est.
General Obligation Long -Term Debt	$228,348,845	$239,776,741	$250,113,394	$256,033,025	$259,501,536
Total Long-term Debt	$303,985,000	$323,525,001	$348,270,001	$369,745,000	$385,543,346
Assessed Valuation	$16,995,622,523	$17,552,163,533	$18,178,356,189	$18,855,805,975	$19,597,488,857
Debt as a % of Assessed Valuation:					
General Obligation Debt	1.3%	1.4%	1.4%	1.4%	1.3%
Total Debt Outstanding	1.8%	1.8%	1.9%	2.0%	2.0%
Increase/(decrease) from prior year:					
Ratio of General Obligation Debt to Assessed Value	-3.4%	1.7%	0.7%	-1.3%	-2.5%
Ratio of Total Debt to Assessed Value	-1.1%	3.1%	3.9%	2.4%	0.3%

Description

An increase in net direct bonded long-term debt as a percentage of assessed valuation can mean that the government's ability to repay is diminishing - especially when the government depends on property taxes to pay for its debt.

Comment

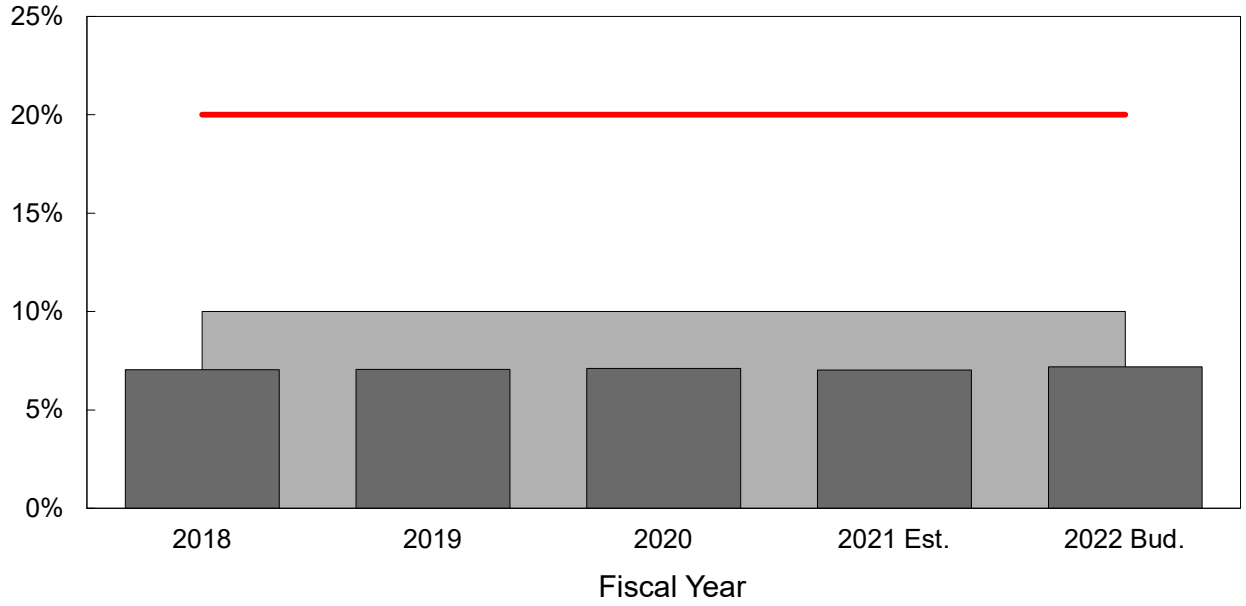
The County continues to be well below the industry benchmark for debt to assessed value ratios. The County's long range fiscal planning for capital project financing significantly contributes to the favorable debt ratios.

Credit Industry Benchmarks:

- Overall net debt exceeding 10% of assessed valuation
- An increase of 20% over the previous year in overall net debt as a percentage of market valuation.

Debt Indicator

Debt Service as a % of Operating Revenues



Warning Trend: Increasing net direct bonded long-term debt as a percentage of net operating revenues.

Formula: Debt Service / Operating Revenues

Fiscal Year:	2018	2019	2020	2021 Est.	2022 Bud.
Debt Service	$27,536,248	$28,880,098	$30,005,444	$31,485,200	$31,673,900
Operating Revenues	$390,809,271	$409,479,365	$421,600,511	$447,722,900	$441,132,800
Net direct long-term debt service as a percentage of operating revenues	7.0%	7.1%	7.1%	7.0%	7.2%

Description

Debt Service is defined as the amount of principal and interest that a local government must pay each year. Increasing debt service reduces expenditure flexibility by adding to the government's obligations. Debt service can be a major part of a government's fixed costs, and its increase may indicate excessive debt and fiscal strain.

Credit Industry Benchmarks

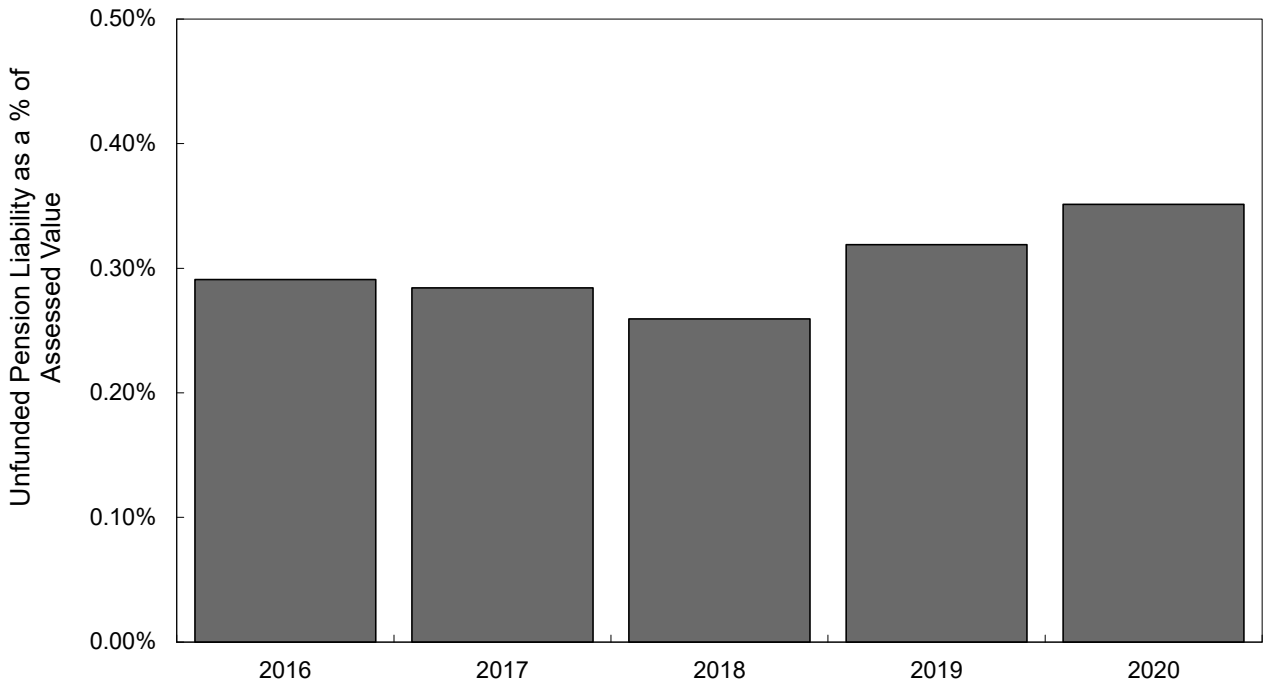
- Debt service exceeding 20% of operating revenues is considered a potential problem.
- Debt service of 10% is considered acceptable.

Comment

Debt service levels have been maintained through the years as a direct result of solid financial plans for both capital and operating budgets. The County's Debt Policy limits bonded debt service to 8% of operating revenues which provides a solid framework from which to make long-term financial decisions.

Unfunded Liability Indicator

Unfunded Pension Liability as a Percentage of Assessed Value



Warning Trend: Increasing unfunded pension liability as a % of assessed valuation.

Formula: Unfunded Pension Liability / Assessed Valuation

Fiscal Year:	2016	2017	2018	2019	2020
Unfunded Pension Liability	$48,988,868	$48,317,065	$45,503,230	$57,965,734	$66,240,544
Assessed Valuation	$16,834,846,294	$16,995,622,523	$17,552,163,533	$18,178,356,189	$18,855,805,975
Unfunded Pension Liability as a % of Assessed Value	0.29%	0.28%	0.26%	0.32%	0.35%

Description

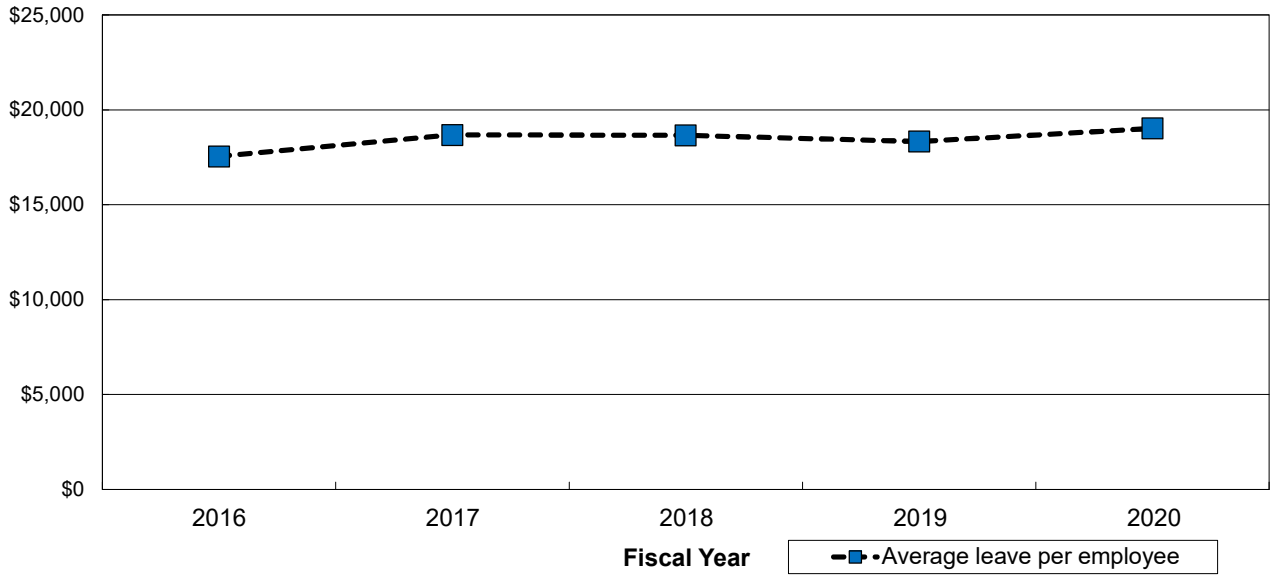
Growth in the unfunded liability for vested benefits places an increasing burden on the tax base. The significance of this burden in relation to the community's ability to pay can be measured by comparing the unfunded liability to changes in assessed valuation, as would be the case when property taxes are the primary revenue source.

Comment:

The ratio of the unfunded pension liability to assessed property value increased in FY2020 to recognize scheduled salary increases for the sworn police officers. Per County code these employees are tied to the State Police Pay scale. This pay scale is scheduled to receive higher increases than normal and the pension liability was adjusted accordingly.

Unfunded Liability Indicator

Accumulated Employee Leave



Warning Trend: Increasing accumulated leave.

Formula: Accumulated Employee Leave.

Fiscal Year:	2016	2017	2018	2019	2020
Accumulated Employee Leave*	$20,275,363	$22,171,791	$22,259,496	$22,397,795	$23,908,273
% change over prior year	6.2%	9.4%	0.4%	0.6%	6.7%
Full-time Employees	1,155	1,187	1,193	1,222	1,257
Average leave per employee	$17,553	$18,684	$18,664	$18,329	$19,020

* excludes employee sick leave which is not payable upon termination

Description

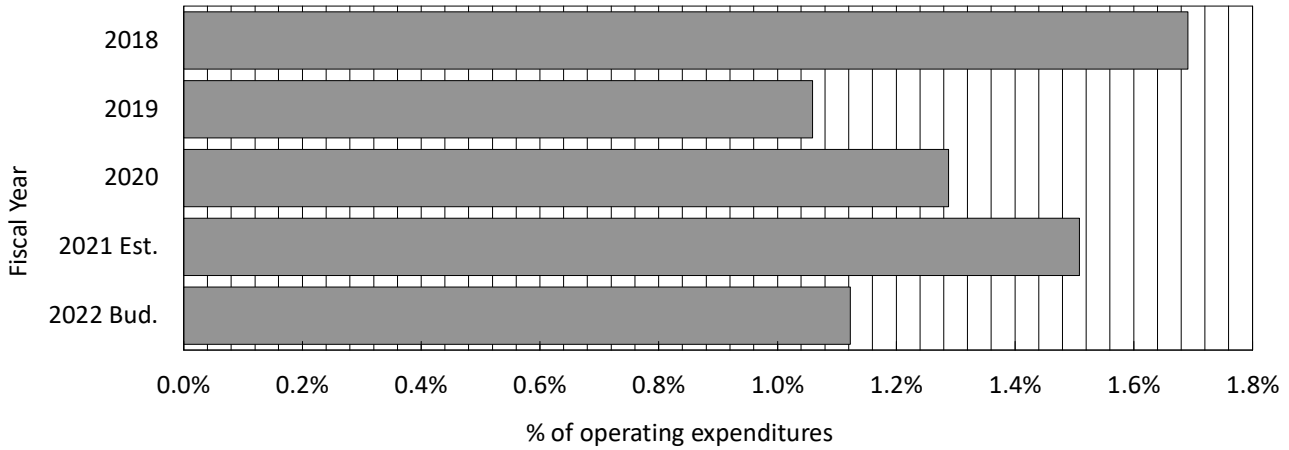
Local governments usually allow their employees to accumulate some portion of unused employee leave to be paid at termination or retirement. Although leave benefits initially represent only the opportunity cost of not having work performed, these benefits become a real cost when employees are actually paid for their employment or at termination or retirement.

Comment:

County employees are eligible for reimbursement for accumulated annual leave up to a maximum of 337.5 hours and accumulated compensatory leave up to 240 hours. Employees classified as critical employees are eligible for up to 720 hours annual leave and 480 compensatory hours.

Capital Indicator

Capital Outlay



Warning Trend: A three or more year decline in capital outlay from operating funds as a percentage of net operating expenditures.

Formula: Capital outlay from operating funds / Net operating expenditures

Fiscal Year:	2018	2019	2020	2021 Est.	2022 Bud.
Capital outlay purchases	$2,507,868	$1,278,972	$2,476,975	$4,019,000	$2,859,700
Capital lease agreements to purchase equipment	$3,936,600	$2,918,800	$2,843,000	$2,442,200	$2,202,500
Operating expenditures and transfers	$381,044,482	$396,272,301	$413,034,801	$428,349,510	$450,864,600
Capital purchases as a % of operating expenditures	1.7%	1.1%	1.3%	1.5%	1.1%

Description

Expenditures for operating equipment such as trucks and equipment drawn from the operating budget are usually referred to as "capital outlay." Capital outlay items normally include equipment that will last longer than one year and that has an initial cost above a significant minimum amount. Capital outlay does not include capital budget expenditures for construction of infrastructure such as streets, buildings, or bridges.

The purpose of capital outlay in the operating budget is to replace worn equipment or to add new equipment. The ratio of capital outlay to net operating expenditures is a rough indicator of whether the stock of equipment is being adequately replaced. Over a number of years, the relationship between capital outlay and operating expenditures is likely to remain about the same.

If this ratio declines in the short run (one to three years), it may mean that the local government's needs are temporarily satisfied, since most equipment lasts more than one year. A decline persisting over three or more years can indicate that capital outlay needs are being deferred, which can result in the use of inefficient or obsolete equipment. The use of capital leasing as a financing method could give the impression that capital expenditures are declining.

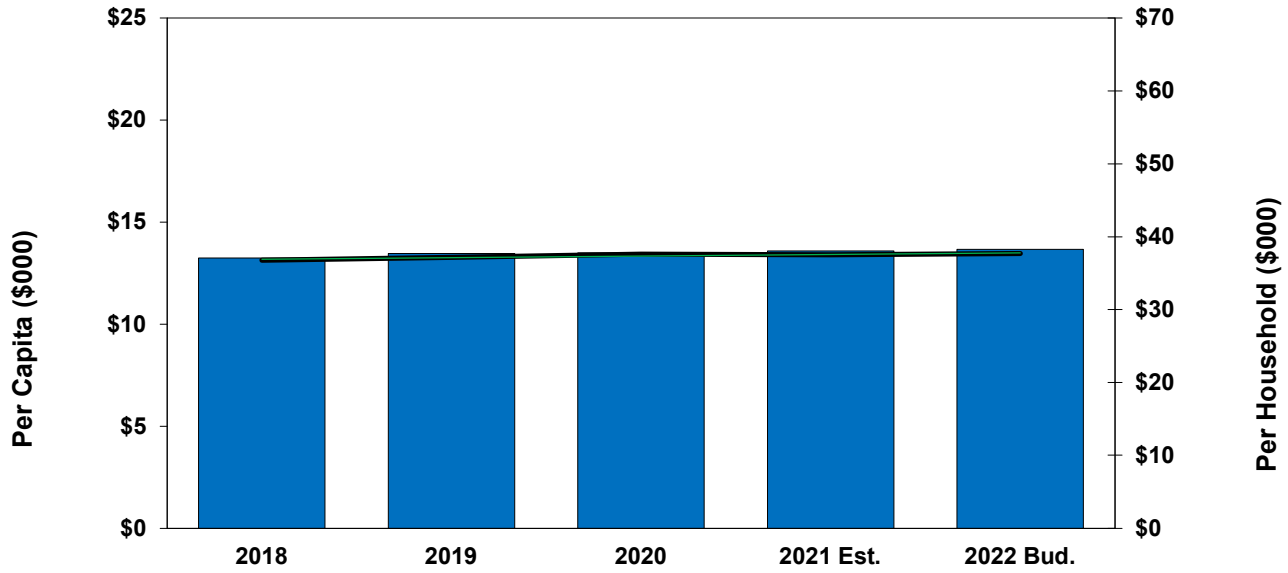
Comment:

Capital Outlay requirements include equipment with a useful life of more than one year and in excess of $5,000. The County supplements its annual capital outlay needs with capital lease agreements. These bank agreements finance purchases over a five year period.

The FY2018 and FY2020 capital outlay purchases were primarily for Public Safety. FY2019, FY2021 and FY2022 capital purchases were primarily Public Safety and Public Works.

Personal Income per Capita/Household

In Constant Dollars



Warning Trend: Decline in the level, or growth rate, of personal income per capita (in constant dollars).

Formula: Personal Income in Constant Dollars / Population/Households

Fiscal Year:	2018	2019	2020	2021 Est.	2022 Bud.
Adjusted Gross Income	$5,499,844,721	$5,705,210,788	$5,868,206,519	$6,044,252,700	$6,225,580,300
Consumer Price Index	2.602	2.623	2.664	2.705	2.743
Adjusted Gross Income (in constant dollars)	$2,113,544,638	$2,175,037,662	$2,202,507,392	$2,234,185,115	$2,269,971,733
Population	159,700	161,503	163,257	164,436	166,072
Income per Capita (in constant dollars)	$13,234	$13,467	$13,491	$13,587	$13,669
Households	56,860	57,879	58,682	59,301	59,891
Income per Household (in constant dollars)	$37,171	$37,579	$37,533	$37,675	$37,902

Description

Personal income per capita is one measure of a community's ability to pay taxes: the higher the per capita income, the more property tax, sales tax, income tax, and business tax the community can generate. Changes in personal income are especially important for communities(such as bedroom suburbs) that have little commercial or industrial tax base, because personal income is the primary source from which taxes can be paid.

Comment

Income per Capita continues to improve each year indicating that employers are giving their employees wage increases.

Balance Sheet

	FY16 ACTUAL	FY17 ACTUAL	FY18 ACTUAL	FY19 ACTUAL	FY20 ACTUAL
Assets					
Cash	13,196,623	13,961,898	22,347,723	21,959,335	19,779,390
Short-term Investments	147,844,237	172,195,378	212,357,528	245,360,470	267,665,525
Total Liquid Assets	$161,040,860	$186,157,276	$234,705,251	$267,319,805	$287,444,915
Property Tax Receivable	3,772,739	4,451,293	4,675,311	5,153,487	7,028,098
Accounts & Notes Receivable	28,662,135	27,031,692	35,372,616	45,039,381	66,904,697
Inventory	1,846,380	1,826,336	1,808,585	1,709,175	2,014,207
Other Assets	3,945,990	2,108,727	1,606,616	1,306,236	15,866,256
Total Other Assets	$38,227,244	$35,418,048	$43,463,128	$53,208,279	$91,813,258
Total Assets	**$199,268,104**	**$221,575,324**	**$278,168,380**	**$320,528,084**	**$379,258,172**
Liabilities					
Vouchers Payable	2,286,562	2,095,565	1,125,547	1,486,613	1,336,360
Accrued Expenditures	1,909,804	2,278,695	2,532,723	2,483,005	3,340,633
Unearned Revenues	80,519	132,352	121,289	112,324	13,934
Due to other funds	98,436,036	110,696,461	145,290,063	164,732,117	184,816,549
Other Liabilities	9,290,956	2,499,373	3,355,500	2,610,489	2,070,605
Payable from restricted assets	1,415,794	1,500,248	1,291,876	1,075,352	1,145,343
Total Liabilities	**$113,419,671**	**$119,202,694**	**$153,716,998**	**$172,499,900**	**$192,723,423**
Deferred Inflows of Resources[1]					
Unavailable Revenue	16,595,757	24,507,016	31,527,386	39,177,258	66,440,164
Fund Equity					
Nonspendable Fund Balance	4,365,445	2,612,616	2,222,832	1,835,020	2,508,902
Restricted Fund Balance	5,256,573	1,571,097	2,077,132	96,114	110,670
Committed Fund Balance	55,610,042	63,196,702	75,024,127	92,542,994	107,865,627
Assigned Fund Balance	4,020,616	5,713,044	6,637,351	6,516,854	8,017,227
Unassigned Fund Balance	0	4,772,156	6,962,553	7,859,944	1,592,158
Total Fund Balance	**$69,252,677**	**$77,865,616**	**$92,923,995**	**$108,850,926**	**$120,094,585**
Total Liabilities & Fund Equity	**$199,268,104**	**$221,575,326**	**$278,168,379**	**$320,528,084**	**$379,258,172**

[1] *Per GASB 60 & 65: Unavailable Revenue is listed separately beginning in FY2014. In prior years, Unavailable Revenue was included in the Liabilities section of the Balance Sheet.*

Income Statement

	FY18 ACTUAL	FY19 ACTUAL	FY20 ACTUAL	FY21 ESTIMATE	FY22 BUDGET
Revenues					
Property Tax	218,014,785	225,674,929	230,152,790	240,337,700	247,687,300
Income Tax	124,654,098	136,665,163	139,535,615	154,926,000	148,000,000
Local Tax	29,474,135	24,916,505	28,440,016	33,173,500	25,010,000
Licenses & Permits	1,039,605	1,057,741	931,397	1,088,600	1,085,600
Charges for Services	7,537,920	7,592,373	8,355,133	8,541,000	9,307,500
Interest	2,421,930	5,277,994	4,567,645	521,000	750,000
Miscellaneous	4,355,404	5,042,920	5,412,246	5,116,800	5,175,200
Total Local Operating	**$387,497,875**	**$406,227,626**	**$417,394,842**	**$443,704,600**	**$437,015,600**
Highway User Tax	973,650	1,017,386	2,066,341	2,006,300	2,080,000
Intergovernmental	2,337,746	2,234,353	2,139,328	2,012,000	2,037,200
Total Non-Local Operating	**$3,311,396**	**$3,251,739**	**$4,205,669**	**$4,018,300**	**$4,117,200**
Gross Operating Revenues	**$390,809,271**	**$409,479,365**	**$421,600,511**	**$447,722,900**	**$441,132,800**
Expenditures					
Salaries & Wages	82,897,239	86,184,858	89,290,187	95,209,600	101,961,600
Fringe Benefits	34,584,884	36,700,904	38,345,146	40,601,450	46,608,700
Supplies	5,888,788	5,889,144	5,383,284	5,889,300	6,244,400
Other Services & Charges	22,786,285	23,281,486	22,747,046	24,128,180	28,737,800
Capital Outlay	2,507,868	1,278,972	2,476,975	3,804,000	2,859,700
Other Capital	2,568,169	1,996,370	0	0	0
Debt Service	27,536,248	28,880,098	30,005,444	31,485,200	31,673,900
Agency Funding	4,412,051	4,462,990	4,484,535	4,303,930	4,545,800
Education	189,553,345	196,073,668	206,809,750	210,036,000	215,590,500
Total Operating Expenditures	**$372,734,878**	**$384,748,491**	**$399,542,367**	**$415,457,660**	**$438,222,400**
Excess / (Deficiency) Revenues over Expenditures	**$18,074,393**	**$24,730,874**	**$22,058,144**	**$32,265,240**	**$2,910,400**

Income Statement - Cont'd

	FY18 Actual	FY19 Actual	FY20 Actual	FY21 ESTIMATE	FY22 BUDGET
Other Financing Sources/(Uses)					
Operating Transfers In	1,356,992	2,719,866	2,677,950	2,671,800	3,371,800
Bond Premium	5,715,576	0	0	0	0
Refunded Debt Proceeds	30,827,338	0	0	0	0
Payment to Refunded Debt Escrow	(36,542,914)	0	0	0	0
Capital Lease Proceeds	3,936,600	0	0	0	0
TRANSFERS OUT:					
Capital Project Fund	(482,500)	(4,304,100)	(4,350,400)	(3,105,580)	(2,029,000)
Special Revenue Fund	(4,311,779)	(4,376,968)	(5,053,517)	(5,169,600)	(5,504,300)
Debt Service Fund	(1,463,412)	0	0	0	0
Trust & Agency Fund	(1,509,000)	(1,759,014)	(2,756,419)	(3,029,800)	(3,713,800)
Enterprise Fund	(542,914)	(1,083,728)	(1,332,098)	(1,371,870)	(843,400)
Excess (Deficiency) Revenues over Expenditures & Other Uses	**$15,058,381**	**$15,926,930**	**$11,243,660**	**$22,260,190**	**($5,808,300)**
Fund Balance					
Beginning Balance	77,865,614	92,923,995	108,850,925	120,094,585	142,354,775
Ending Balance	**$92,923,995**	**$108,850,925**	**$120,094,585**	**$142,354,775**	**$136,546,475**

FY22 Budget gain/loss consists of:	
Contingency	$37,400
Fund Balance Appropriation	(5,845,700)
	($5,808,300)

Debt Service

DEBT SERVICE

Why Incur Debt?

Most major capital outlays are too expensive to fund with current year operating revenue. Similar to most homeowners who finance their homes with mortgages, governments typically borrow funds for many large-scale projects. In most cases, the infrastructure being constructed will benefit both existing and future taxpayers. Therefore, it is reasonable to amortize the cost of the project over a longer period of time even though financing the interest adds to the total cost. Typically, governments borrow funds through the issuance of local bonds to support capital improvement projects, bank financed capital leasing for vehicle and equipment cost that exceed $5,000 and have a useful life of at least 5 years, or special state-sponsored loans.

The debt is normally scheduled (amortized) to coincide with the life of the project, and before major renovation is needed. Interest rates for governments tend to be lower than commercial rates due to the government's tax exempt status and the ability to raise revenue through property taxes or other local forms of revenues without competition.

There are many different theories concerning the proper level of debt that should be maintained by local governments. One incentive for well-planned debt levels is a favorable bond rating given by credit rating agencies. Financially sound governments receive good bond ratings, which usually result in a lower interest rate on the debt they incur. The driving force of guidance for Charles County is the desire to remain in a fiscally sound position. This requires, among other things, a good bond rating, a low burden of debt for the tax payers, long and short range financial planning, and constant monitoring of economic conditions. The County has maintained a debt ceiling of less than 8% of the total general fund revenues for more than 20 years. The County Commissioners adopted a formal Debt Policy on September 22, 2009 and was amended on January 23, 2018. This policy is located in the Financial Policies section of this book.

Bond Rating Agencies and Charles County's Rating

Charles County receives ratings from the three major bond credit rating agencies: Moody's Investor Service (Aaa), Standard & Poor's (AAA), and Fitch Investors Service (AAA). During FY2021, the County maintained their ratings with the three agencies. These independent rating services rate organizations by evaluating their creditworthiness. The chart below displays the various ratings each service provides. Charles County's rating is shaded.

Moody's	Standard & Poor's	Fitch
Rating Symbol		
Aaa	AAA	AAA
Aa1	AA+	AA+
Aa2	AA	AA
Aa3	AA-	AA-
A1	A+	A+
A2	A	A
A3	A-	A-
Baa1	BBB+	BBB+
Baa2	BBB	BBB
Baa3	BBB-	BBB-
Ba1	BB+	BB+
Ba2	BB	BB
Ba3	BB-	BB-
B1	B+	B+
B2	B	B
B3	B-	B-

DEBT SERVICE

Types of bonds

There are several types of bonds that can be issued. Charles County typically issues General Obligation (G.O.) bonds and double-barrel revenue bonds for Enterprise Fund (EF) projects. G.O. bonds are backed by the full faith and credit of the government. These types of bonds get favorable ratings due to the taxing power of governments and their ability to raise revenues to repay the debt. The annual debt service on double-barreled revenue bonds is funded by the revenues from enterprise operations and is further insured by the general fund should the enterprise fund earnings fail or fall short in any given year. The County makes a point during the budgetary process for enterprise funds to include the borrowing cost in the budget estimates so that the General Fund's risk of insuring the debt service is significantly reduced.

Pursuant to Section 20-804 of the Local Government Article of the Annotated Code of Maryland, the County may issue bonds necessary to finance the cost incurred to construct new capacity for public school facilities within Charles County. The debt service on these bonds is paid for by a special tax assessment (excise tax) on new home starts after June 30, 2003, payable over a 10-year period at level amortized payments of principal and interest and may be prepaid at any time. The rate of interest payable by a property owner will be the rate of interest paid by the County on the new school capacity construction bonds issued in the first year the tax is levied on that property owner. The excise tax payment becomes part of the annual property tax bill. The proceeds of the fair share school construction excise tax may only be used to pay principal and interest on a new school capacity construction bonds.

On March 25, 2008, the Board of County Commissioners approved the creation of the Swan Point Economic Development District (the "TIF District"), a tax increment district, and the Swan Point Special Taxing District (the "Special Taxing District"), a special taxing district, and approved the issuance of up to $38,000,000 of tax increment bonds to finance public infrastructure improvements in the TIF District. The tax increment bonds will not be general obligations of the County, but will be payable solely from the incremental real property taxes, if any, collected from property owners in the TIF District and, if necessary, special taxes levied on the commercial properties located in the Special Taxing District. The incremental real property taxes must be used first to pay debt service on the bonds and related expenses before such funds can be used for other County purposes. The tax increment bonds have not yet been issued and no closing date has been scheduled.

Debt Limitations

The County may only issue general obligation and revenue bonds under authority conferred by the Maryland General Assembly. As a Code Home Rule county, the County may also authorize the issuance of general obligation and revenue bonds by a public local law enacted by the County Commissioners. There are no statutory limits on the amount of general obligation or revenue bonds that may be authorized by the County Commissioners. The County may refund any of its outstanding general obligation or revenue bonds under the authority of Section 19-207 of the Local Government Article of the Annotated Code of Maryland. No referendum is required.

The County may issue economic development revenue bonds under State law which provides that such bonds shall not constitute indebtedness or charge against the general credit or taxing power of the County. In addition, the County may participate in State loans for school and highway construction, which is secured solely by the County's portion of certain State-shared revenues.

The County is authorized to issue bonds for water and sewer and solid waste management purposes in an amount not to exceed 10% of the total value of the property assessed, as described in the Water and Sewerage Debt section.

Future Plans to Incur Debt

The County may issue general obligation and revenue bonds under existing authority conferred by the Maryland General Assembly. As a Code Home Rule county, the County has also enacted public local laws authorizing the issuance of general obligation bonds. The County currently has $199,118,100 in authority for future issues generally designated as follows:

Public Facilities	$190,880,100
Detention Center Facilities	3,180,000
Landfill Facilities	5,058,000
Total	**$199,118,100**

DEBT SERVICE

Water and Sewerage Debt

The County is authorized to issue general obligation bonds to finance water systems, sewerage systems, solid waste disposal systems and solid waste acceptance systems in the Waldorf Special Taxing District One, the Mattawoman Special Taxing District Number Two and Special Taxing District Number Three. The three special taxing districts are authorized to levy charges, assessments and taxes to pay the debt service on bonds. The County expects to pay debt service on its water and sewerage debt from special assessments, connection charges, and charges for the upkeep of sewer, and sewer service charges pertaining to the respective systems for which the indebtedness was incurred. If required at any time to pay debt service on water and sewerage debt incurred to finance water and sewer facilities in a particular special taxing district, the County is authorized to levy a tax on the assessable property in the special taxing district. If for any reason any such levy should prove inadequate, the County is authorized to levy a tax on the assessable property throughout the County in order to raise the required funds to pay such debt service.

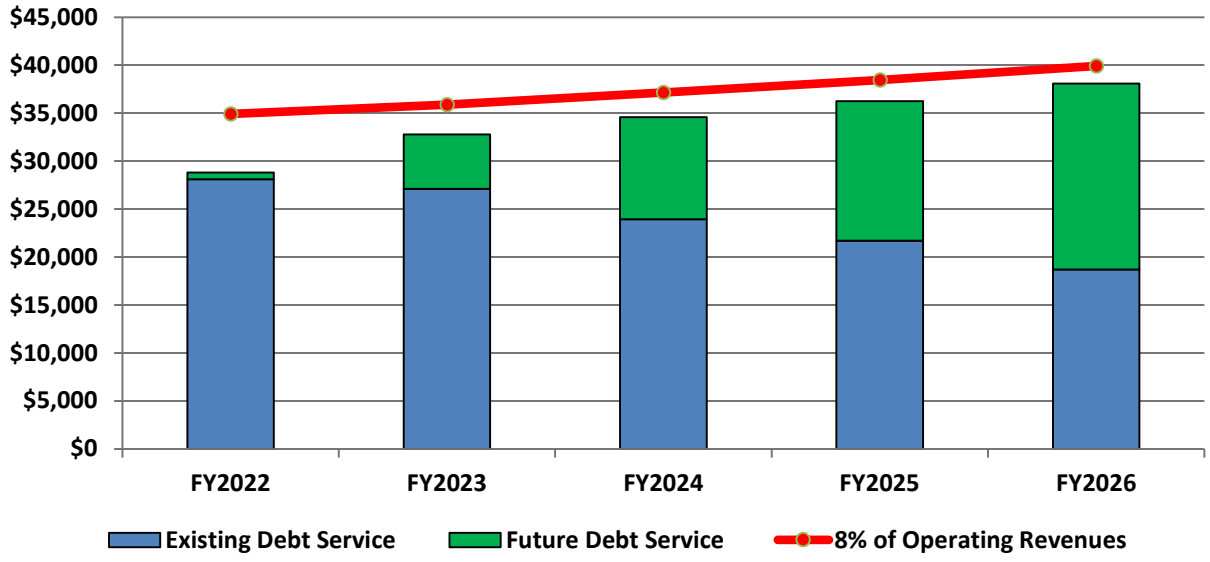
The principal amount of outstanding bonds relating to such improvements in any special taxing district cannot exceed 10% of the total value of the property assessed by County taxation purposes. The respective special taxing districts are as follows:

	Market Value*	Outstanding Principal Amount**	% of Market Value
Waldorf Special Taxing District	$8,449,117,590	$37,115,192	0.44%
Mattawoman Special Taxing District	4,669,813,167	53,957,590	1.16%
Special Taxing District Number Three	6,965,095,683	12,263,834	0.18%
Total	**$20,084,026,440**	**$103,336,616**	**0.51%**

**As of July 1, 2021* ***As of June 30, 2021*

Impact on Future Operations

By planning and managing for long-term debt, the County can determine how much of the annual operating budget will be dedicated for the cost of borrowing and how much of this burden will be carried in the future. To put this in perspective, a homeowner would review their ability to repay a loan prior to a major purchase or improvement. The decision to focus on maintaining financial stability and strength results in a more predictable impact on future operations. Sound financial planning and policies through the use of five-year estimates and debt limitations, provide the County with a managed control approach to the issuance of long-term debt. As existing debt service payments decrease and operating revenues increase, the County is able to determine the additional funds available to make debt service payments and size the future bond issues accordingly. Per the County's Debt Policy, payments will not exceed 8% of General Fund operating revenues. The County's ability to absorb new debt is shown below:



DEBT SERVICE

The following table shows the rapidity of all bonded debt repayment by the County:

SCHEDULE OF FUTURE DEBT SERVICE REQUIREMENTS

	Total Bond ------- Debt Service -------			Bonds Outstanding	% Outstanding
Fiscal Year	Principal	Interest	Principal + Interest		
2023	$39,055,544	$12,540,276	$51,595,821	$305,235,972	88.7%
2024	34,473,645	10,821,752	45,295,397	270,762,327	78.6%
2025	32,749,679	9,286,380	42,036,058	238,012,649	69.1%
2026	28,313,898	7,934,515	36,248,414	209,698,750	60.9%
2027	28,875,525	6,693,978	35,569,504	180,823,225	52.5%
2028	26,902,739	5,439,590	32,342,329	153,920,486	44.7%
2029	23,560,369	4,527,897	28,088,267	130,360,117	37.9%
2030	18,359,366	3,738,001	22,097,367	112,000,751	32.5%
2031	16,778,325	3,088,899	19,867,224	95,222,425	27.7%
2032	13,894,701	2,544,827	16,439,528	81,327,724	23.6%
2033	12,343,993	2,127,813	14,471,806	68,983,731	20.0%
2034	10,658,433	1,793,457	12,451,890	58,325,299	16.9%
2035	8,332,910	1,537,868	9,870,778	49,992,388	14.5%
2036	5,637,388	1,365,973	7,003,362	44,355,000	12.9%
2037	3,405,000	1,253,913	4,658,913	40,950,000	11.9%
2038	3,425,000	1,159,196	4,584,196	37,525,000	10.9%
2039	3,390,000	1,064,147	4,454,147	34,135,000	9.9%
2040	3,415,000	968,729	4,383,729	30,720,000	8.9%
2041	3,440,000	871,729	4,311,729	27,280,000	7.9%
2042	3,340,000	773,678	4,113,678	23,940,000	7.0%
2043	3,450,000	672,833	4,122,833	20,490,000	6.0%
2044	3,555,000	566,839	4,121,839	16,935,000	4.9%
2045	3,470,000	460,235	3,930,235	13,465,000	3.9%
2046	3,165,000	358,083	3,523,083	10,300,000	3.0%
2047	3,085,000	259,544	3,344,544	7,215,000	2.1%
2048	2,780,000	167,350	2,947,350	4,435,000	1.3%
2049	2,335,000	88,113	2,423,113	2,100,000	0.6%
2050	1,530,000	32,463	1,562,463	570,000	0.2%
2051	570,000	6,413	576,413	0	0.0%
	$344,291,516	**$82,144,490**	**$426,436,006**		

The Schedule of Debt Outstanding

The Schedule of Debt Outstanding displays the actual principal and interest payments for all funds and includes bonds with dedicated revenue sources to fund the associated debt service. The County issues Public Improvement Bonds (PIB), Excise Tax Bonds for school construction, and Taxable Bonds. The schedule also reflects the amounts of capital lease financing associated with each type of fund. Capital leasing has become a popular financing mechanism, especially during times of low interest rate markets. This type of debt generally provides cash resources for major equipment and vehicles. The annual principal and interest payments have been incorporated into the various operating budgets of the County. The size of pending 2021 Bond Issue is unknown at this time and is not included in this schedule.

FY2022 Schedule of Debt Outstanding

	SERIES MATURES	INTEREST RATE	FY-22 PRINCIPAL	FY-22 INTEREST	FY-22 TOTAL	PRINCIPAL OUTSTANDING
GENERAL FUND						
2011 Public Improvement Bond	2028	2.000-5.000	213,180	9,435	222,615	0
2012 Public Improvement Bond	2027	2.000-5.000	152,774	6,315	159,089	0
2013 PIB refunding	2023	2.000-4.000	1,162,278	93,213	1,255,491	1,168,041
2013 Public Improvement Bond	2029	3.000-5.000	159,917	4,209	164,126	341,214
2014 Public Improvement Bond	2030	3.000-5.000	137,184	51,969	189,153	1,320,000
2015 PIB refunding	2029	2.000-4.000	154,256	51,097	205,353	1,270,154
2015 Public Improvement Bond	2031	3.000-5.000	327,815	58,554	386,369	1,488,354
2016 Public Improvement Bond	2027	3.000-5.000	371,546	210,352	581,898	4,877,690
2017 Public Improvement Bond	2028	3.000-5.000	195,825	112,641	308,466	2,846,542
2017 Public Improvement Bond	2048	2.250-5.000	20,500	31,430	51,930	923,000
2017 PIB refunding	2044	2.000-5.300	89,343	165,757	255,100	3,222,971
2018 Public Improvement Bond	2034	3.375-5.000	544,914	411,930	956,844	8,944,914
2019 Public Improvement Bond	2035	2.500-5.000	534,531	463,435	997,966	9,956,719
2020 Public Improvement Bond	2036	1.750-4.000	348,414	217,413	565,827	7,151,586
2020 PIB refunding	2031	2.000-2.4500	26,638	70,804	97,442	2,790,506
Subtotal Board of Education			$4,439,115	$1,958,554	$6,397,669	$46,301,691
2011 Public Improvement Bond	2028	2.000-5.000	72,211	3,196	75,407	0
2012 Public Improvement Bond	2027	2.000-5.000	259,264	10,718	269,982	0
2013 PIB refunding	2023	2.000-4.000	45,114	2,974	48,088	29,232
2013 Public Improvement Bond	2029	3.000-5.000	18,184	479	18,663	38,799
2014 Public Improvement Bond	2030	3.000-5.000	198,293	75,118	273,411	1,908,000
2015 Public Improvement Bond	2031	3.000-5.000	119,205	21,292	140,497	541,219
2016 Public Improvement Bond	2032	2.250-5.000	11,278	6,385	17,663	148,056
2017 Public Improvement Bond	2033	2.250-5.000	5,479	3,152	8,631	79,646
2017 PIB refunding	2044	2.000-5.300	121,724	115,581	237,305	2,298,299
2018 Public Improvement Bond	2034	3.375-5.000	51,897	39,231	91,128	851,897
2019 Public Improvement bond	2035	2.500-5.000	48,594	42,130	90,724	905,156
2020 Public Improvement Bond	2036	1.750-4.000	23,228	14,494	37,722	476,772
2020 PIB refunding	2031	2.000-2.45	9,591	25,431	35,022	1,003,725
Subtotal College of Southern MD			$984,062	$360,181	$1,344,243	$8,280,801
2013 Public Improvement Bond	2029	3.000-5.000	9,028	238	9,266	19,262
2014 Public Improvement Bond	2030	3.000-5.000	41,093	15,567	56,660	395,400
2015 PIB refunding	2029	2.000-4.000	330,259	109,398	439,657	2,719,364
2015 Public Improvement Bond	2031	3.000-5.000	22,947	4,099	27,046	104,185
2017 Public Improvement Bond	2033	2.250-5.000	51,833	29,815	81,648	753,450
2017 PIB refunding	2044	2.000-5.300	15,431	5,963	21,394	106,977
2018 Public Improvement Bond	2034	3.375-5.000	52,156	39,428	91,584	856,156
2019 Public Improvement bond	2035	2.500-5.000	337,629	292,722	630,351	6,289,026
2020 Public Improvement Bond	2036	1.750-4.000	217,503	135,723	353,226	4,464,497
2020 PIB refunding	2031	2.000-2.450	1,596	4,070	5,666	164,404
Subtotal Public Safety			$1,079,475	$637,023	$1,716,498	$15,872,721

FY2022 Schedule of Debt Outstanding

	SERIES MATURES	INTEREST RATE	FY-22 PRINCIPAL	FY-22 INTEREST	FY-22 TOTAL	PRINCIPAL OUTSTANDING
2011 Public Improvement Bond	2028	2.000-5.000	359,801	15,924	375,725	0
2012 Public Improvement Bond	2027	2.000-5.000	250,564	10,358	260,922	0
2013 PIB refunding	2023	2.000-4.000	787,402	38,692	826,094	179,892
2013 Public Improvement Bond	2029	3.000-5.000	182,551	4,805	187,356	389,507
2014 Public Improvement Bond	2030	3.000-5.000	146,288	55,417	201,705	1,407,600
2015 Taxable refunding	2023	3.000-4.000	676,345	55,270	731,615	705,414
2015 PIB refunding	2029	2.000-4.000	848,892	281,196	1,130,088	6,989,815
2015 Public Improvement Bond	2031	3.000-5.000	166,470	29,735	196,205	755,813
2015 Taxable Bond	2031	3.000-3.450	165,613	12,931	178,544	348,212
2016 Public Improvement Bond	2027	3.000-5.000	8,018	2,545	10,563	46,887
2016 Public Improvement Bond	2032	2.250-5.000	175,708	99,477	275,185	2,306,706
2017 Public Improvement Bond	2028	3.000-5.000	6,790	2,608	9,398	48,766
2017 Public Improvement Bond	2033	2.250-5.000	257,850	148,318	406,168	3,748,133
2017 PIB refunding	2044	2.000-5.300	444,742	304,228	748,970	5,824,639
2018 Public Improvement Bond	2034	3.375-5.000	238,724	180,465	419,189	3,918,724
2019 Public Improvement Bond	2035	2.500-5.000	182,324	158,073	340,397	3,396,146
2020 Public Improvement Bond	2036	1.750-4.000	84,456	52,700	137,156	1,733,544
2020 PIB refunding	2031	2.000-2.450	17,224	48,780	66,004	1,853,069
2020 PIB refunding	2031	2.000-2.000	8,493	29,301	37,794	1,460,793
Subtotal General Government			$5,008,255	$1,530,823	$6,539,078	$35,113,660
2011 Public Improvement Bond	2028	2.000-5.000	447,396	19,801	467,197	0
2011 PIB refunding	2029	3.000-5.000	2,713,513	33,054	2,746,567	0
2012 Public Improvement Bond	2027	2.000-5.000	367,494	15,192	382,686	0
2013 PIB refunding	2023	2.000-4.000	1,553,410	62,136	1,615,546	0
2013 Public Improvement Bond	2029	3.000-5.000	423,458	11,146	434,604	903,529
2014 Public Improvement Bond	2030	3.000-5.000	294,010	111,378	405,388	2,829,000
2015 PIB refunding	2029	2.000-4.000	203,801	67,509	271,310	1,678,103
2015 Public Improvement Bond	2031	3.000-5.000	415,788	74,267	490,055	1,887,773
2015 Public Improvement Bond	2026	3.000-5.000	2,421	496	2,917	11,028
2016 Public Improvement Bond	2027	3.000-5.000	955	303	1,258	5,582
2016 Public Improvement Bond	2032	2.250-5.000	237,115	134,243	371,358	3,112,868
2016 Public Improvement Bond	2037	2.250-5.000	40,000	32,881	72,881	825,000
2017 Public Improvement Bond	2033	2.250-5.000	416,417	239,528	655,945	6,053,083
2017 Public Improvement Bond	2038	2.250-5.000	75,000	61,978	136,978	1,720,000
2017 PIB refunding	2044	2.000-5.300	423,637	877,827	1,301,464	17,210,839
2018 Public Improvement Bond	2034	3.375-5.000	279,982	211,654	491,636	4,595,982
2018 Public Improvement Bond	2039	3.375-5.000	35,000	38,469	73,469	900,000
2019 Public Improvement Bond	2035	2.500-5.000	242,969	210,652	453,621	4,525,781
2019 Public Improvement Bond	2040	2.500-5.000	35,000	36,719	71,719	935,000
2020 Public Improvement Bond	2036	1.750-4.000	264,795	165,234	430,029	5,435,205
2020 Public Improvement Bond	2041	1.25-4.000	95,000	78,294	173,294	2,905,000
2020 Public Improvement Bond	2031	2.000-2.45	57,483	118,088	175,571	6,269,173
Subtotal Roads			$8,624,644	$2,600,849	$11,225,493	$61,802,946
TOTAL GENERAL FUND BONDS			$20,135,551	$7,087,430	$27,222,981	$167,371,819
2017 Capital Lease	2022	1.193	343,264	2,047	345,311	0
2018 Capital Lease	2023	1.781	798,354	17,888	816,242	404,518
2019 Capital Lease	2024	2.880	591,697	39,385	631,082	919,948
2020 Capital Lease	2025	1.949	562,902	36,610	599,512	1,455,950
2021 Capital Lease	2026	2.000	481,575	19,580	501,155	1,721,526
2021 Energy Conservation Lease	2034	1.915	203,236	185,545	388,781	5,179,559
2021 Capital Lease	2026	2.000	216,432	8,545	224,977	1,986,068
TOTAL GENERAL FUND OTHER OBLIGATIONS			$3,197,460	$309,600	$3,507,060	$11,667,569
TOTAL GENERAL FUND DEBT			**$23,333,011**	**$7,397,030**	**$30,730,041**	**$179,039,388**

FY2022 Schedule of Debt Outstanding

	SERIES MATURES	INTEREST RATE	FY-22 PRINCIPAL	FY-22 INTEREST	FY-22 TOTAL	PRINCIPAL OUTSTANDING
DEBT SERVICE FUND						
2011 Excise Tax Bond	2023	2.000-5.300	1,715,000	27,183	1,742,183	0
2013 Excise Tax Bond	2024	3.000-5.000	543,651	71,528	615,179	1,158,730
2014 Excise Tax Bond	2025	4.000-5.000	1,450,000	272,000	1,722,000	4,715,000
2015 Excise Tax Bond	2026	3.000-5.000	504,310	103,427	607,737	2,297,414
2016 Excise Tax Bond	2027	3.000-5.000	452,550	143,631	596,181	2,646,340
2017 Excise Tax Bond	2028	3.000-5.000	1,828,211	702,267	2,530,478	13,131,234
2018 Excise Tax Bond	2029	5.000-5.000	1,330,000	565,900	1,895,900	11,205,000
2019 Excise Tax Bond	2030	5.000-5.000	500,000	263,750	763,750	5,025,000
2020 Excise Tax Bond	2031	4.000-4.000	750,500	364,990	1,115,490	8,749,500
2020 Excise Tax Bond Refunding	2023	2.000-2.000	0	36,474	36,474	1,795,000
Subtotal Excise Tax			$9,074,222	$2,551,150	$11,625,372	$50,723,218
2011 Taxable Bond	2028	2.000-4.500	270,000	5,400	275,400	0
2012 Taxable Bond	2027	2.000-3.250	280,000	8,400	288,400	0
2012 PIB refunding	2022	2.000-5.000	285,000	14,250	299,250	0
2013 Taxable Bond	2029	3.000-4.000	240,000	18,450	258,450	495,000
2015 Taxable refunding	2023	3.000-4.000	261,750	21,390	283,140	273,000
2015 Non-taxable refunding	2024	2.000-4.000	170,000	21,000	191,000	355,000
2015 Taxable	2031	3.000-3.450	29,387	2,294	31,681	61,788
2015 Public Improvement Bond	2031	3.000-5.000	72,536	12,956	85,492	329,332
2020 Public Improvement Bond	2031	2.000-2.450	5,045	12,866	17,911	519,686
2020 Taxable refunding	2031	2.000-2.000	31,507	101,799	133,306	5,074,207
Subtotal U.S. Home Corporation			$1,645,225	$218,805	$1,864,030	$7,108,013
2015 Taxable refunding	2023	3.000-4.000	806,905	65,940	872,845	841,586
Subtotal Southern MD Sports & Entertainment Complex			$806,905	$65,940	$872,845	$841,586
TOTAL DEBT SERVICE FUND DEBT			**$11,526,352**	**$2,835,895**	**$14,362,247**	**$58,672,817**
SPECIAL REVENUE FUND						
2018 Capital Lease	2023	1.781	9,938	223	10,161	5,035
2020 Capital Lease	2025	1.949	7,722	502	8,224	19,973
TOTAL SPECIAL REVENUE FUND			$17,660	$725	$18,385	$25,008
INSPECTION & REVIEW						
2019 Capital Lease	2024	2.880	14,799	985	15,784	23,008
2020 Capital Lease	2025	1.949	36,134	2,350	38,484	93,461
TOTAL INSPECTION & REVIEW DEBT			$50,933	$3,335	$54,268	$116,469

FY2022 Schedule of Debt Outstanding

	SERIES MATURES	INTEREST RATE	FY-22 PRINCIPAL	FY-22 INTEREST	FY-22 TOTAL	PRINCIPAL OUTSTANDING
SOLID WASTE FUND						
2014 Public Improvement Bond	2030	3.000-5.000	24,943	9,449	34,392	240,000
2015 Public Improvement Bond	2031	3.000-5.000	5,960	1,065	7,025	27,061
2016 Public Improvement Bond	2032	2.250-5.000	5,583	3,161	8,744	73,288
2018 Public Improvement Bond	2034	3.375-5.000	20,759	15,693	36,452	340,759
2019 Public Improvement Bond	2035	2.500-5.000	14,578	12,639	27,217	271,547
2020 Public Improvement Bond	2036	2.500-5.000	11,614	7,247	18,861	238,386
2020 PIB Refunding Tax Exempt	2031	2.500-5.000	415	1,057	1,472	42,702
TOTAL SOLID WASTE BONDS			$83,852	$50,311	$134,163	$1,233,743
2018 Capital Lease	2023	1.781	20,635	462	21,097	10,456
2019 Capital Lease	2024	2.880	33,449	2,226	35,675	52,005
2020 Capital Lease	2025	1.949	25,739	1,674	27,413	66,575
2021 Capital Lease	2026	2.000	38,452	1,563	40,015	137,457
2022 Capital Lease	2027	0.776	31,200	1,232	32,432	286,300
TOTAL SOLID WASTE OTHER OBLIGATIONS			$149,475	$7,157	$156,632	$552,793
TOTAL SOLID WASTE FUND DEBT			$233,327	$57,468	$290,795	$1,786,536
ENVIRONMENTAL SERVICE						
2015 PIB refunding	2029	2.000-4.000	3,380	1,120	4,500	27,829
2016 Public Improvement Bond	2032	2.250-5.000	4,286	2,426	6,712	56,261
2020 Public Improvement Bond	2036	1.750-4.000	2,323	1,449	3,772	47,677
TOTAL ENVIRONMENTAL SERVICE BONDS			$9,989	$4,995	$14,984	$131,767
2017 Capital Lease	2022	1.193	25,417	152	25,569	0
2018 Capital Lease	2023	1.781	18,479	414	18,893	9,363
2020 Capital Lease	2025	1.949	10,890	708	11,598	28,166
2021 Capital Lease	2026	2.000	52,255	2,125	54,380	186,801
2022 Capital Lease	2027	0.776	1,720	68	1,788	15,780
TOTAL ENVIRONMENTAL SERVICE OTHER OBLIGATION			$108,761	$3,467	$112,228	$240,110
TOTAL ENVIRONMENTAL SERVICE DEBT			$118,750	$8,462	$127,212	$371,877
WATERSHED PROTECTION AND RESTORATION FUND (WPRF)						
2011 Public Improvement Bond	2028	2.000-5.000	87,909	3,891	91,800	0
2012 Public Improvement Bond	2027	2.000-5.000	48,721	2,014	50,735	0
2013 PIB refunding	2023	2.000-4.000	119,124	6,151	125,275	34,646
2013 Public Improvement Bond	2044	3.000-5.000	36,757	49,972	86,729	75,811
2014 Public Improvement Bond	2045	3.000-5.000	69,079	41,714	110,793	1,184,211
2015 PIB refunding	2029	2.000-4.000	26,079	8,639	34,718	214,735
2015 Public Improvement Bond	2046	3.000-5.000	42,105	26,410	68,515	194,737
2016 Public Improvement Bond	2047	2.250-5.000	99,965	165,498	265,463	4,382,322
2016 Public Improvement Bond	2032	2.250-5.000	2,425	1,373	3,798	31,832
2017 Public Improvement Bond	2033	2.250-5.000	1,918	1,103	3,021	27,876
2017 Public Improvement Bond	2048	2.250-5.000	97,683	149,764	247,447	4,398,095
2017 PIB refunding	2044	2.000-5.300	37,555	62,283	99,838	2,257,757
2018 Public Improvement Bond	2039	3.375-5.000	91,667	195,513	287,180	4,738,333
2019 Public Improvement Bond	2050	3.375-5.000	108,947	194,947	303,894	5,786,842
2020 Public Improvement Bond	2036	1.750-4.000	4,692	2,928	7,620	96,308
2020 Public Improvement Bond	2051	1.25-4.000	66,703	89,924	156,627	3,632,297
2020 PIB Refunding Tax Exempt	2046	2.000-2.45	16,306	52,409	68,715	3,384,379
TOTAL WPRF BONDS			$957,635	$1,054,533	$2,012,168	$30,440,181

FY2022 Schedule of Debt Outstanding

	SERIES MATURES	INTEREST RATE	FY-22 PRINCIPAL	FY-22 INTEREST	FY-22 TOTAL	PRINCIPAL OUTSTANDING
WATERSHED PROTECTION AND RESTORATION FUND (WPRF) CONTINUED						
2017 Capital Lease	2022	1.193	1,643	10	1,653	0
2020 Capital Lease	2025	1.949	14,454	940	15,394	37,385
2022 Capital Lease	2027	0.776	43,483	1,717	45,200	399,017
TOTAL WPRF OTHER OBILIGATIONS			$59,580	$2,667	$62,247	$436,402
TOTAL WPRF DEBT			$1,017,215	$1,057,200	$2,074,415	$30,876,583
WATER & SEWER						
2011 Public Improvement Bond	2023	2.000-5.000	10,989	486	11,475	0
2011 Public Improvement Bond	2028	2.000-5.000	145,000	2,329	147,329	0
2012 Public Improvement Bond	2027	2.000-5.000	278,404	11,509	289,913	0
2012 Public Improvement Bond	2022	2.000-5.000	360,000	18,000	378,000	0
2012 Public Improvement Bond	2032	2.000-5.000	352,779	29,394	382,173	0
2013 PIB refunding	2023	2.000-4.000	1,332,672	84,834	1,417,506	788,189
2013 Public Improvement Bond	2029	3.000-5.000	141,862	3,734	145,596	302,690
2013 Public Improvement Bond	2024	3.000-5.000	141,349	18,597	159,946	301,270
2013 Public Improvement Bond	2044	3.000-5.000	43,243	58,791	102,034	89,189
2014 Public Improvement Bond	2030	3.000-5.000	243,190	92,126	335,316	2,340,000
2014 Public Improvement Bond	2045	3.000-5.000	105,921	63,961	169,882	1,815,789
2015 PIB refunding	2029	2.000-4.000	313,333	103,792	417,125	2,580,000
2015 Public Improvement Bond	2026	3.000-5.000	78,269	16,052	94,321	356,559
2015 Public Improvement Bond	2046	3.000-5.000	37,895	23,769	61,664	175,263
2015 Public Improvement Bond	2031	3.000-5.000	174,278	31,129	205,407	791,263
2016 Public Improvement Bond	2027	3.000-5.000	63,477	20,146	83,623	371,191
2016 Public Improvement Bond	2047	2.250-5.000	55,035	91,115	146,150	2,412,678
2016 Public Improvement Bond	2032	2.250-5.000	207,060	117,227	324,287	2,718,300
2017 Public Improvement Bond	2033	2.250-5.000	385,679	221,847	607,526	5,606,270
2017 Public Improvement Bond	2048	2.250-5.000	86,818	133,106	219,924	3,908,905
2017 PIB refunding	2044	2.000-5.300	897,568	499,258	1,396,826	11,228,518
2018 Public Improvement Bond	2034	3.375-5.000	316,569	239,312	555,881	5,196,569
2018 Public Improvement Bond	2039	3.375-5.000	183,333	391,025	574,358	9,476,667
2019 Public Improvement Bond	2035	2.500-5.000	194,375	168,522	362,897	3,620,625
2019 Public Improvement Bond	2050	3.375-5.000	236,053	422,385	658,438	12,538,158
2020 Public Improvement Bond	2031	4.000-4.000	39,500	19,210	58,710	460,500
2020 Public Improvement Bond	2036	1.750-4.000	278,685	173,901	452,586	5,720,315
2020 Public Improvement Bond	2051	1.25-4.000	153,297	206,663	359,960	8,347,703
2020 PIB Refunding Tax Exempt	2046	2.000-2.45	31,822	99,202	131,024	5,294,582
TOTAL WATER & SEWER BONDS			$6,888,455	$3,361,422	$10,249,877	$86,441,193
Revolving Loan (BNR)	2026	1.200	786,601	48,342	834,943	3,241,937
2007 Meter Replacement Lease	2022	4.140	530,812	16,556	547,368	0
2017 Capital Lease	2022	1.193	38,121	227	38,348	0
2018 Capital Lease	2023	1.781	107,961	2,419	110,380	54,703
2019 Capital Lease	2024	2.880	85,953	5,721	91,674	133,636
2020 Capital Lease	2025	1.949	113,392	7,375	120,767	293,290
2021 Capital Lease	2026	2.000	549,723	22,351	572,074	1,965,142
2022 Capital Lease	2027	0.776	32,428	1,280	33,708	297,572
TOTAL WATER & SEWER OTHER OBLIGATIONS			$2,244,991	$104,271	$2,349,262	$5,986,280
TOTAL WATER & SEWER DEBT			$9,133,446	$3,465,693	$12,599,139	$92,427,473
TOTAL ALL FUNDS						
TOTAL BONDS - EXISTING			$39,601,834	$14,394,586	$53,996,420	$344,291,520
TOTAL OTHER OBLIGATIONS			5,828,860	431,222	6,260,082	19,024,631
TOTAL DEBT SERVICE OBLIGATIONS			**$45,430,694**	**$14,825,808**	**$60,256,502**	**$363,316,151**

NOTE: The size of pending 2021 Bond Issue is unknown at this time and is not included in this schedule.

Debt Ratios

The table below shows trends for the County for the eight most recent fiscal years ended 2020, in various debt and property value ratios, and an estimate for the fiscal year ending June 30, 2021 and 2022.

Fiscal Year	Population [1]	Assessed Value [2]	Assessed Value per capita	Net Direct Debt	Net Direct Debt to Assessed Value	Net Direct Debt Per Capita
2013	151,148	$16,855,700,814	$111,518	$161,280,264	0.96	$1,067.04
2014	152,865	16,441,435,644	107,555	163,927,570	1.00	1,072.37
2015	154,749	16,549,777,913	106,946	168,741,576	1.02	1,090.42
2016	156,118	16,834,846,294	107,834	178,797,598	1.06	1,145.27
2017	157,705	16,995,622,523	107,768	181,704,069	1.07	1,152.18
2018	159,700	17,552,163,533	109,907	181,804,880	1.04	1,138.42
2019	161,503	18,178,356,189	112,557	186,221,182	1.02	1,153.05
2020	163,257	18,855,805,975	115,498	195,061,318	1.03	1,194.81
2021 Est.	164,436	19,597,488,857 [3]	119,180	201,861,053	1.03	1,227.60
2022 Est.	166,404	20,231,022,325 [3]	121,578	177,914,877 [4]	0.88	1,069.17

(1) Source: U.S. Department of Commerce, Bureau of the Census, Maryland Office of Planning, and Charles County Planning Division.
(2) Source: Maryland State Department of Assessments and Taxation.
(3) Source: Charles County Department of Fiscal Services and Administrative Services, estimate.
(4) Does not include the pending 2021 Bond Issue. Bond size has yet to be determined.

General Fund Bonded Debt Service Expenditures as a percentage of General Fund Revenues:

Fiscal Year	General Fund Total Debt Service[1]	General Fund G.O. Bond Debt Service	Total Operating Revenue	Bonded Debt as % of Revenue
2012 …….....	$20,146,822	$18,724,785	$309,271,654	6.1%
2013 …….....	19,635,938	18,160,040	315,334,053	5.8%
2014.....	20,137,526	19,043,259	327,670,516	5.8%
2015…….....	21,308,243	19,554,114	345,000,881	5.7%
2016.....	24,244,424	19,985,731	371,580,131	5.4%
2017.....	27,520,895	23,626,024	372,974,196	6.3%
2018	27,536,248	23,170,357	390,809,271	5.9%
2019.....	28,880,098	24,246,722	409,479,365	5.9%
2020.....	30,005,444	25,568,309	425,271,210	6.0%
2021 Budget.....	31,529,800	27,675,500	424,716,400	6.5%
2022 Budget.....	31,673,900	28,158,800	441,132,800	6.4%

(1) Total Debt Service includes debt payments for capital leases, loans, and General Obligation bond issues related to General Fund activity.

Glossary & Abbreviations

GLOSSARY

A

ACCRUAL BASIS: Both governmental and business-type activities are presented using the accrual basis of accounting in the government-wide financial statements and the proprietary and fiduciary fund financial statements. Under the accrual basis of accounting, revenues are recognized when earned and expenses are recognized when incurred, regardless of the timing related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenues as soon as all eligibility requirements imposed by the provider have been met.

AGENCY: A permanent or semi-permanent organization in the machinery of government that is responsible for the oversight and administration of specific functions.

AGENCY FUNDING: County assistance provided to semi-autonomous agencies. These are agencies not directly under the control of the County Commissioners. Examples of these include: the Health Department and Board of Education.

AGRICULTURE TRANSFER TAX: Tax on the sale of property located within an area zoned agriculture; proceeds are currently used to help fund the Agricultural Land Preservation Program.

ALLOCATE: To set apart portions of budgeted expenditures which are specifically designated to organizations for special activities or purposes (i.e., various rescue squads).

AMENDED BUDGET: The budget as adopted by the County Commissioners and adjusted to show any increases or decreases.

ANNUAL BUDGET: A budget covering a single fiscal year.

APPROPRIATIONS: A legal authorization granted by a legislative body to make expenditures and to incur obligations for specific purposes. Typically, an appropriation is limited in amount and time it may be expended.

APPROVED BUDGET: The budget as formally adopted by the Board of Commissioners for the upcoming fiscal year.

ASSESSABLE BASE: The value of taxable real and personal property within the County, as determined by the State Department of Assessments and Taxation (SDAT).

ASSESSMENT: The process of determining values of real and personal property for taxation purposes.

ASSETS: The resources owned by an entity. All assets have the capacity to provide future services or benefits to the entities that use them.

AUDIT: A systematic and independent examination of books, accounts, statutory records, documents and vouchers to determine how far the financial statements as well as non-financial disclosures present a true and fair view of the County. It ensures that the books of accounts are properly maintained by the concern as required by law.

B

BALANCED BUDGET: A budget in which all expenditures are equaled by the total revenues and other financing sources. The County's General Fund budget must be balanced by State Law.

BASIS OF ACCOUNTING: Revenues and expenditures/expenses are recognized in the accounts and reported in the financial statements. It relates to the timing of the measurements made regardless of the measurement focus applied. The measurement focus identifies which transactions should be recorded. Accrual Basis and Modified Accrual Basis are two different types of accounting methods.

BASIS OF BUDGETING: The basis that was used in preparing the budget which may differ from the basis of accounting.

BOND: An investment bearing certificate of indebtedness sold by a governmental agency to generate funds. The bond guarantees payment of the original investment plus interest by a specified date or dates in the future. Bonds typically involve long-term indebtedness to pay for infrastructure.

BOND RATING: A grade indicating a governmental unit's investment qualities. Generally speaking, the higher the bond rating, the lower the interest rate and the cost of financing capital projects funded by bonds. A high rating is indicative of the Government's strong financial position. Ratings range from AAA (highest) to D (lowest).

BOND SALE: The process of raising cash to fund capital projects by selling certificates of debt guaranteed by the County Government.

BONDED DEBT: The total amount owed by the County as a result of the sale of general obligation or other bonds guaranteed by the County Government.

BUDGET: A plan of financial operations for a given period of time providing estimates of proposed expenditures and the proposed means of financing them. A means of allocating resources.

GLOSSARY

C

CAPITAL ASSETS: Property, plant, equipment, and infrastructure assets (e.g. roads, bridges, and similar items.)

CAPITAL BUDGET: The budget which funds major infrastructure projects such as parks, schools, bridges, roads, water & sewer facilities, and landfills.

CAPITAL EXPENDITURES: Capital expenditures are funds used by the county to acquire, upgrade, and maintain physical assets such as property, plants, buildings, technology, or equipment and exceeds $15,000 and have a service life of 10 years or more

CAPITAL IMPROVEMENT PROGRAM (CIP): A multi-year plan showing anticipated capital projects and required funding.

CAPITAL OUTLAY: An expenditure classification for items that are expected to have a useful life greater than five years or an estimated total cost of $5,000 or more. Capital outlay expenditures include such purchases as a vehicle, machinery, and equipment.

CAPITAL PROJECTS FUND: Account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by business-type/proprietary funds). The Capital Project Fund is a major fund.

CARES ACT: Passed in March 2020 by lawmakers. It is $2 trillion stimulus bill to blunt the impact of an economic downturn set in motion by the global coronavirus pandemic.

CASH AND CASH EQUIVELENTS: Cash on hand, petty cash, demand deposits, and short term securities and certificates of deposit with an original maturity of three months or less at time of purchase.

CHART OF ACCOUNTS: The County's Chart of Accounts includes expenditure line items grouped in like categories. The following is a list of each category:*Agency Funding* *Capital Outlay* *Debt Service* *Depreciation* *Fringe Benefits* *Operating Contingency* *Operating Costs* *Personal Services* *Transfers Out*

CHARTER HOME RULE: Specified in Charter. Must provide for an elected Council. Offers broader powers than the traditional Commissioner form and Code Home Rule form.

CODE HOME RULE: Charles County's form of government. Commissioners determine structure through local enactments. County Commissioner title is retained. Offers broader powers than the traditional Commissioner form.

COMPREHENSIVE PLAN: A long range plan that guides policy, investment, program, and land use decisions.

CONNECTION FEE: Fee charged for access to a central water or sewer system to pay for the infrastructure cost that provided the capacity.

CONTINGENCY: Budget account in which funds are set aside for unforeseen expenditures which may become necessary during the year and which have not been provided for in the context of the budget.

CONTINGENCY- INFLATION: Account set up in the CIP budget that will be used as a reserve when needed to add to a project if/when inflation occurs. This method provides for proper financial planning for cost inflation while at the same time presenting projects that are in today's dollars.

CONSTRUCTION IN PROGRESS: Significant outlays for capital assets and improvements are capitalized as Construction in Progress while projects are being constructed. Projects are not depreciated until completed or substantially completed and available for use.

COVID-19: a mild to severe respiratory illness that is caused by a coronavirus, is transmitted chiefly by contact with infectious material (such as respiratory droplets) or with objects or surfaces contaminated by the causative virus.

D

DEBT: Duty or obligation to pay money, deliver goods, or render services under an express or implied agreement.

DEBT SERVICE FUND: Accounts for the accumulation of designated revenues for the periodic payment of principal and interest on long-term debt. The Debt Service Fund is a major fund.

DEPARTMENT: A County agency or office consisting of one or more divisions. Examples are the Department of Public Works and Department of Community Services.

DEPRECIATION EXPENSE: Annual loss of value for equipment or other asset.

DIVISION: A discrete part of an agency or County Department that operates with a more specified purpose.

E

ENCUMBRANCE: A financial commitment for services, contracts, or goods which have not as yet been delivered or performed.

ENTERPRISE FUND: Funds established for operations that have a defined customer base and are primarily funded by a service fee associated directly with the operation. These operations are accounted for in a manner similar to the private sector, where budgets are used as a management tool and are subject to the amount of activity.

GLOSSARY

EXPENSE LINE: A breakdown of operating costs into a specific area of cost. Examples are Full Time Salaries and Supplies.

F

FIDUCIARY FUNDS: Are used to report assets held in a trustee or agency capacity for others and therefore are not available to support County programs. The reporting focus for fiduciary funds is on net assets and changes in net assets and accounting principles used are similar to proprietary funds.

FISCAL YEAR (FY): An accounting period covered by the County budget. Charles County's fiscal year commences July 1st and ends the following June 30th.

FIXED ASSET: An asset of long-term character. For budgetary purposes, a fixed asset is defined as an item costing $5,000 or more with an expected life of more than five years.

FRINGE BENEFITS: Any employer cost associated with the benefits for County personnel. These include FICA, health, pension, life insurance, unemployment, workers compensation, and long term disability insurance.

FRONT FOOT FEE: Per foot fee assessed on a property fronting a water and/or sewer line. Revenues are applied to the debt associated with the cost of the water and sewer lines.

FULL-TIME: Status of an employee whose combined weekly hours total 37.5 or more.

FULL-TIME EQUIVALENT (FTE): A method of measuring the equivalent full-time personnel based on the number of hours worked.

FULL TIME REDUCED HOURS: Employees working more than 24 hours but less than 37.5 hours. These employees are eligible for Full Time benefits.

FUND: A separate budget/account grouping with its own revenues and appropriations. The general fund, for example, is used to manage most of the daily operations of the County agencies and is funded by a variety of taxes and other revenues.

FUND BALANCE: The difference between assets and liabilities in governmental funds. The balance in this account is the cumulative results of actual revenues and expenditures over time.

G

GENERAL FUND: The general operating fund of the County. It is used to account for all financial resources except those required to be accounted for in another fund. The General Fund is considered a major fund.

GENERAL OBLIGATION BONDS: Bonds issued by a government which are backed by the full faith and credit of its taxing authority.

GENERALLY ACCEPTED ACCOUNTING PRINCIPLES (GAAP): A collection of commonly-followed accounting rules and standards for financial reporting. The purpose of GAAP is to ensure that financial reporting is transparent and consistent from one organization to another.

GOAL: A broad, intangible, and abstract idea of the objectives and results for which the County aims to achieve over a specific period of time.

GOVERNMENTAL ACCOUNTING STANDARDS BOARD (GASB): The independent, private-sector organization that established accounting and financial reporting standards for U.S. state and local governments that follow Generally Accepted Accounting Principles (GAAP).

GOVERNMENTAL FUNDS: The measurement focus of the governmental fund financial statements is upon determination of financial position and changes in financial position (sources, uses, and balances of financial resources) rather than upon net income The following comprises the County's Governmental Fund: General Fund, Capital Projects Fund, Debt Service Fund, and Special Revenue Funds.

GRANT: A contribution of assets (usually cash) from one governmental unit (typically the State or Federal Government or other organization) to another. The contribution is usually provided in support of a particular public function, project, or program.

I

INDIRECT COST: The component of the total cost for a service which is provided by and budgeted within another department or division. Indirect costs are budgeted to more accurately reflect the true total cost for such services such as those provided by administrative departments.

INDEMNITY MORTGAGE: Includes any mortgage, deed of trust, or other security interest in real property that secures a guarantee of repayment of a loan for which the guarantor is not primarily liable.

INFRASTRUCTURE: Refers to the technical structures that support a society, such as roads, water facilities, wastewater, power grids, flood management systems, communications (internet, phone lines, broadcasting), and so forth.

INTERAGENCY COMMITTEE (IAC): A State agency that assists in determining how state funds will be used to aid localities in the construction of public schools.

GLOSSARY

INTERFUND TRANSACTIONS: Type of transaction in which one fund transfers resources to another fund. One fund recognizes an Other Financing Source or Transfer In and the other fund recognizes an Other Financing Source or Transfer Out.

INTERGOVERNMENTAL REVENUES: Revenues from other governments (State, Federal, or Local) which can be in the form of grants, shared revenues, or entitlement.

INTERNAL SERVICE FUND: This type of fund is used to account for the financing of goods or services provided by one department of a government to other departments or agencies on a cost reimbursement basis.

INVENTORIES: Consist of expendable supplies held for the County's use and are valued at the lower of cost or market using the First-In/First-Out Method. Inventories in all funds are initially recorded in the inventory account and recognized as expenditures when consumed.

L

LEASE PURCHASE: A financing method of purchasing equipment in which payments are spread over a period of time.

LEVY: The amount of tax, service charge, and assessments imposed by the government.

LIABILITY: Loan, expense, or any other form of claim on the assets of an entity that must be paid or otherwise honored by that entity.

M

MAJOR FUNDS: Under GASB No. 24 the focus of the fund financial statements is on major funds. Defined based on a numerical formula, these funds generally represent the government's most important funds. Once identified, each major governmental and enterprise fund is presented in its own column in the governmental and proprietary fund statements.

MODIFIED ACCRUAL BASIS: The governmental fund financial statements are presented on the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recorded when susceptible to accrual; i.e., both measurable and available. "Measurable" means knowing or able to reasonably estimate the amount. "Available" means collectible within the current period or soon enough thereafter to pay liabilities of the current period.

N

NATIONAL POLLUTNAT DISCHARGE ELIMINATION SYSTEM (NPDES) The primary permitting program under the Clean Water Act, which regulates all discharges to surface water. It prohibits discharge of pollutants into waters of the United States unless EPA, a state, or a tribal government issues a special permit to do so.

NET ASSETS: The difference between assets and liabilities in proprietary funds. The balance in this account is the cumulative results of actual revenues and expenditures over time.

NON MAJOR FUNDS: Under GASB No. 24 those funds not meeting the major fund criteria are considered non major funds. These funds are presented in aggregate and presented in single columns- one in the governmental fund statements, and one in the proprietary fund statements.

O

OBJECTIVE: A singular goal that enables planning, organization, and execution to achieve a predetermined result. There are five specific objectives to be considered which are cost, quality, speed, dependability, and flexibility.

OPERATING BUDGET: The annual budget which supports the day to day operations of County agencies.

OPERATING COSTS: Includes services & charges such as telephone, utilities, conferences & meetings, consultants, training, and uniforms, as well as, supplies, which would include expenses such as printing, auto fuel, general supplies, and office supplies.

OTHER POST EMPLOYMENT BENEFITS (OPEB): Benefits (other than pensions) that U.S. state and local governments provide to their retired employees. These benefits principally involve heath care benefits, but also may include life insurance, disability, legal and other services.

OUTSIDE AGENCIES: Agencies of the County which are not subject to full County appropriation authority due to State Law, such as College of Southern Maryland, Public Library, Health Department, the Board of Education, and the Volunteer Fireman's Association.

P

PART-TIME: Period of hours worked by an employee totaling less than 25 hours per week.

PAY-GO: Pay-Go funding is the application of operating revenues for projects. The County typically uses this type of financing for projects that are relatively small in nature, have short life spans, or as a supplement to long-term financing.

GLOSSARY

PERSONAL SERVICES: Labor costs associated with the payment of County personnel. These include salaries and other wages, such as overtime, part-time, and shift differential.

PLAN: An orderly arrangement of steps to achieve the end goal of a project.

PLANNING PROCESS: Steps taken to develop a budget to guide the County's future activities.

POLICY: A high-level overall plan embracing the general goals and acceptable procedures.

PROGRAM: An even smaller unit than a division which allows for direct supervision of a specific action

PROGRAM GOAL: General statements of what a program intends to accomplish. Program Goals flow from the mission and provide the framework for determining the more specific objectives and outcomes of a program.

PROGRAM OPEN SPACE (POS): A State program that helps finance investment in new facilities and parks.

PROPRIETARY FUNDS: The focus of proprietary fund measurement is upon determination of operating income, changes in net assets, financial position, and cash flows. The generally accepted accounting principles applicable are those similar to businesses in the private sector. The County's enterprise funds are proprietary funds.

R

REVENUES: Monies received by the County to support its budget and enable the employees to provide services needed by the public. Property taxes, building permits, and receipts from State and Federal sources are examples.

RIGHT-OF-WAY (ROW): The land used by a public utility.

RISK MANAGEMENT: The coordinated and continuous effort to minimize the potential financial and human resource losses arising from worker's compensation, liability and property exposures.

S

SPECIAL REVENUE FUNDS: Account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes. The Special Revenue Funds of the county are non-major funds.

STORMWATER MANAGEMENT: The management of stormwater which is rainwater and melted snow that runs off streets, lawns, and other sites. When stormwater is absorbed into the ground, it is filtered and ultimately replenishes aquifers or flows into streams and rivers. In developed areas, however, impervious surfaces such as pavement and roofs prevent precipitation from naturally soaking into the ground. Instead, the water runs rapidly into storm drains, sewer systems, and drainage ditches and can cause: downstream flooding, stream bank erosion, increased turbidity (muddiness created by stirred up sediment) from erosion, habitat destruction, changes in the stream flow hydrograph (a graph that displays the flow rate of a stream over a period of time), combined sewer overflows, infrastructure damage, and contaminated streams, rivers, and coastal water.

T

TAG-A-BAG: Rather than paying a per-ton fee for usage of the Sanitary Landfill, an individual may opt to purchase a tag for each trash bag. The price of each tag roughly equates with its per-ton usage fee.

TAX INCREMENTAL FINANCING (TIF): A financing method that capitalizes on the difference between current and future assessments generated by the increased value of a redeveloped area. The ad valorem revenues are used to offset the public expense incurred in connection with the redevelopment. In most jurisdictions, tax increment financing is associated with bond issues.

TRANSFERS IN: Financial inflows from other funds of the government reporting entity that are not classified as interfund services provided and used, reimbursements or loans.

TRANSFER OF DEVELOPMENT RIGHTS (TDR): A government created market allowing the sale of certain rights (development rights) from rural areas to designated growth areas.

TRANSFERS OUT: This category type is used for transferring funds from one fund to another. Typically this represents the County's local match of a State or Federal grant.

TRI-COUNTY: Three Southern Maryland counties consisting of Charles, Calvert, and St. Mary's.

U / V

USER FEE: A service charge for the use of water and/or sewer utilities billed on a per 1,000 gallon consumption basis.

VanGO: All transportation services offered by Department of Planning & Growth Management are combined to form the VanGO program.

VOLUNTEERS IN COMMUNITY SERVICE (VICS): A court ordered alternative to incarceration. Individuals perform court ordered community services in lieu of points and/or incarceration.

GLOSSARY

W

WATERSHED: A land area that drains to a stream, lake, river, bay or ocean. In each watershed all of the water that falls in it, and drains off of it, goes to a common outlet, such as a reservoir outflow, mouth of a bay, or any point along a stream channel. Watersheds include surface water, like lakes, streams, reservoirs, and wetlands, and underlying groundwater.

WATERSHED IMPLEMENTATION PLAN: In December 2010, the U.S. Environmental Protection Agency (EPA) approved Maryland's Phase I Watershed Implementation Plan to reduce the nutrient and sediment pollution to the Chesapeake Bay. The next phase, known as Phase II, divides the statewide nutrient and sediment reduction goals among the localities. This affords jurisdictions autonomy in determining the most cost effective best management practices to meet nutrient and sediment reduction goals.

ACRONYMS/ABBREVIATIONS

A

A&E:	Architectural & Engineering
ACL:	Administration for Community Living
ACO:	Animal Control Office
ADA:	American with Disabilities Act
ADR:	Alternative Dispute Resolution
AEU:	Automated Enforcement Unit
ALS:	Advanced Life Support
APFO:	Adequate Public Facilities Ordinance
APF:	Adequate Public Facilities
ARP:	American Rescue Plan
ARPA:	American Rescue Plan Act of 2021
ARRA:	Adoptable/Rescuable/Reclaimable Animals
ASP:	Aging Schools Program

B

BJAG:	Byrne Memorial Justice Assistance Grants
BLS:	Basic Life Support
BOCA:	Building Official and Code Administrators
BOE:	Board of Education
BPW:	Board of Public Works
BRAC:	Base Realignment and Closure

C

CAD:	Computer-aided Design
CAFR:	Comprehensive Annual Financial Report
CARES:	Coronavirus Aid, Relief, and Economic Security
CCACCYF:	Charles County Advocacy Council for Children, Youth, and Families
CCAEMS:	Charles County Association of Emergency Medical Services
CCG:	Charles County Government
CCGTV:	Charles County Government Television
CCPL:	Charles County Public Library
CCPS:	Charles County Public Schools
CCSO:	Charles County Sheriff's Office
CCVFA:	Charles County Volunteer Fireman's Association
CDBG:	Community Development Block Grant
CDL:	Commercial Drivers License
CFC:	Community First Choice
CIP:	Capital Improvement Program
CMOM:	Capacity, Management, Operation, and Maintenance
CNS:	Citizen Notification System
COG:	Council of Governments
COLA:	Cost of Living Adjustment
COMAR:	Code of Maryland Regulations
COPS:	Community Oriented Police Services
COVID-19:	Coronavirus Disease 2019
CPI:	Consumer Price Index
CPM:	Capital Project Management
CPV:	Competitive Power Venture
CS:	Community Services
C-SAFE:	Collaborative Supervision and Focused Enforcement
CSM:	College of Southern Maryland
CTE:	Career Technology Education
CY:	Calendar Year

D

D.A.R.E.	Drug Abuse Resistance Education
DEI	Diversity, Equity, and Inclusion
DHCD:	Department of Housing and Community Development
DHR:	Department of Human Resources

ACRONYMS/ABBREVIATIONS

DNR: Department of Natural Resources

DoD: Department of Defense

DOT: Department of Transportation

DPW: Department of Public Works

DRRA: Developer's Rights and Responsibilities

DSS: Department of Social Services

E

EAP: Employee Assistance Program

EDD: Economic Development Department

EEO: Equal Employment Opportunity

EF: Enterprise Fund

ELT: Executive Leadership Team

EMS: Emergency Medical Services

EMT: Emergency Medical Technician

ENSB: Emergency Number System Board

EOC: Emergency Operations Center

ERAP: Emergency Rental Assistance Program

E.S.: Elementary School (in reference to schools)

ES: Emergency Services
(in reference to public safety)

F

FARU: False Alarm Reduction Unit

FB: Fund Balance

FAS: Fiscal and Administrative Services

FEMA: Federal Emergency Management Agency

FFY: Federal Fiscal Year

FMLA: Family Medical Leave Act

FRC: Family Recovery Court

FSSP: Family Support Services Program

FTA: Federal Transit Administration

FTE: Full Time Equivalent

FY: Fiscal Year

FYI: Foster Youth to Independence Program

G

GAAP: Generally Accepted Accounting Practices

GASB: Governmental Accounting Standards Board

GARE: Government Alliance on Race and Equity

GFOA: Government Finance Officer Association

GIS: Geographic Information System

GO: General Obligation

GOCCP: Governor's Office of Crime Control & Prevention In Maryland

GPS: Global Positioning System

H

H & CD: Housing and Community Development

HAZMAT: Hazardous Materials

HCV: Housing Choice Voucher Program

HOA: Homeowners Association

HOADRB: Homeowners Association Dispute Review Board

HR: Human Resources

H.S.: High School

HUD: U.S. Department of Housing and Urban Development

HVAC: Heating, Ventilating, and Air Conditioning

I

IAC: Interagency Committee on School Construction

ICC: International Code Council

ICMA: International City/County Management Association

IH: Indian Head

IT: Information Technology

ACRONYMS/ABBREVIATIONS

IVR: Interactive Voice Response

J

JDC: Juvenile Drug Court

JEDI: Justice Equity Diversity and Inclusion

JLUS: Joint Land Use Study

L

LEED: Leadership in Energy and Environmental Design

LMB: Local Management Board

LOSAP: Length of Service Awards Program

LPRP: Land Preservation and Recreation Plan

M

MACo: Maryland Association of Counties

MALPF: Maryland Agricultural Land Preservation Foundation

MAP: Maryland Access Point

Matt.: Mattawoman

MBE: Minority Business Enterprise

MD: Maryland

MDE: Maryland Department of the Environment

MDOT: Maryland Department of Transportation

MGD: Millions of Gallons per Day

MGS: Maryland Geological Survey

MIEMSS: Maryland Institute for Emergency Medical Services

MICU: Mobile Intensive Care Unit

MIPPA: Medicare Improvements for Patients and Providers Act

MIS: Management Information Systems

MNCREDA: Maryland National Capital Region Economic Development Alliance

MOU: Memorandum of Understanding

MOSCAD: Motorola Supervisory Control and Data Acquisition

MOSHA: Maryland Occupational Safety and Health Agency

MPCTC: Maryland Police and Correctional Training Commission

MPDU: Moderately Priced Dwelling Unit

MRA: Mental Retardation Association

MSP: Maryland State Police

M.S.: Middle School

MTA: Mass Transit Authority

MWWTP: Mattawoman Wastewater Treatment Plant

N

NACo: National Association of Counties

NEPA: National Environmental Protection Act

NPDES: National Pollutant Discharge Elimination System

NPW: Non-Potable Water

NSF: Naval Support Facility

NSWC: Naval Surface Warfare Center

NWS: New World System

O

OAA: Older Americans' Act

OFRT: Opioid Fatality Review Team

OIT: Opiod Intervention Team

OOCC: Opioid Operational Command Center

OPEB: Other Post-Employment Benefits

OPR: Office of Professional Responsibility

OSHA: Occupational Safety and Health Administration

P

PC: Personal Computer

PDR: Purchase of Development Rights

PEHP: Public Employee Health Plan

P.G.: Prince George's County

PGM: Planning and Growth Management

ACRONYMS/ABBREVIATIONS

PIB: Public Improvement Bonds

PILOT: Payment in Lieu of Taxes

P.O.: Purchase Order

POS: Program Open Space

PS: Pump Station

PSA: Public Service Announcement

PUD: Planned Urban Development

PW: Public Works

R

RAP: Rental Assistance Program

RC&D: Resource Conservation and Development

REPI: Readiness and Environmental Protection Integration

RFP: Requisition for Purchase

ROW: Right of Way

RPT: Recreation, Parks, & Tourism

RPTP: Rural Public Transportation Program

RTU: Rooftop Units

S

SAFAH: Supplemental Assistance for Facilities to Assist the Homeless

SAO: State's Attorney's Office

SC+: Senior Center Plus

SCADA: Supervisor, Control, and Data Acquisition

SDAT: State Department of Assessments and Taxation

SDARB: Site Design & Architecture Review Board

SELP: Settlement Expense Loan Program

SFD: Single Family Dwelling

SF: Square Foot

SHIP: State Health Insurance Program

SHSP: State Homeland Security Program

SLBE: Small Local Business Enterprise Program

SLP: Special Loans Program

SLT: Senior Leadership Team

SMECO: Southern Maryland Electric Cooperative

SMCJA: Southern Maryland Criminal Justice Academy

SOP: Standard Operating Procedure

SPG: Senior Policy Group

SR: Special Revenue

SRF: Special Revenue Fund

SSTAP: Statewide Special Transportation Assistance Program

SUV: Sports Utility Vehicle

SWM: Solid Waste Management

SWOT: Strengths, Weaknesses, Opportunities, and Threats

SYTEP: Summer Youth Employment and Training Program

T

TAP: Technical Assistance Panel

TCAS: Tri-County Animal Shelter

TCC: Tri-County Council

TCCSM: Tri-County Council for Southern Maryland

TCYSB: Tri-County Youth Services Bureau

TDR: Transferrable Development Rights

TIF: Tax Incremental Financing

TOD: Transit Oriented Development

U

UCR: Uniform Crime Report

U&O: Use and Occupancy

UM: University of Maryland

UPS: Uninterrupted Power Supply

ACRONYMS/ABBREVIATIONS

U.S.	United States
USDA:	United States Department of Agriculture
USACE:	United States Army Corps of Engineers
UV:	Ultraviolet

V

VICS:	Volunteers in Community Service
VFD:	Volunteer Fire Department

W

W&S:	Water & Sewer
WCD:	Watershed Conservation District
WIP:	Watershed Implementation Program
WPRF:	Watershed Protection and Restoration Fund
WRAC:	Water Resource Advisory Committee
WSSC:	Washington Suburban Sanitation Commission
WUDS:	Waldorf Urban Design Study
WURC:	Waldorf Urban Revitalization Corridor
WWTP:	Wastewater Treatment Plant

Y

YTD:	Year to Date

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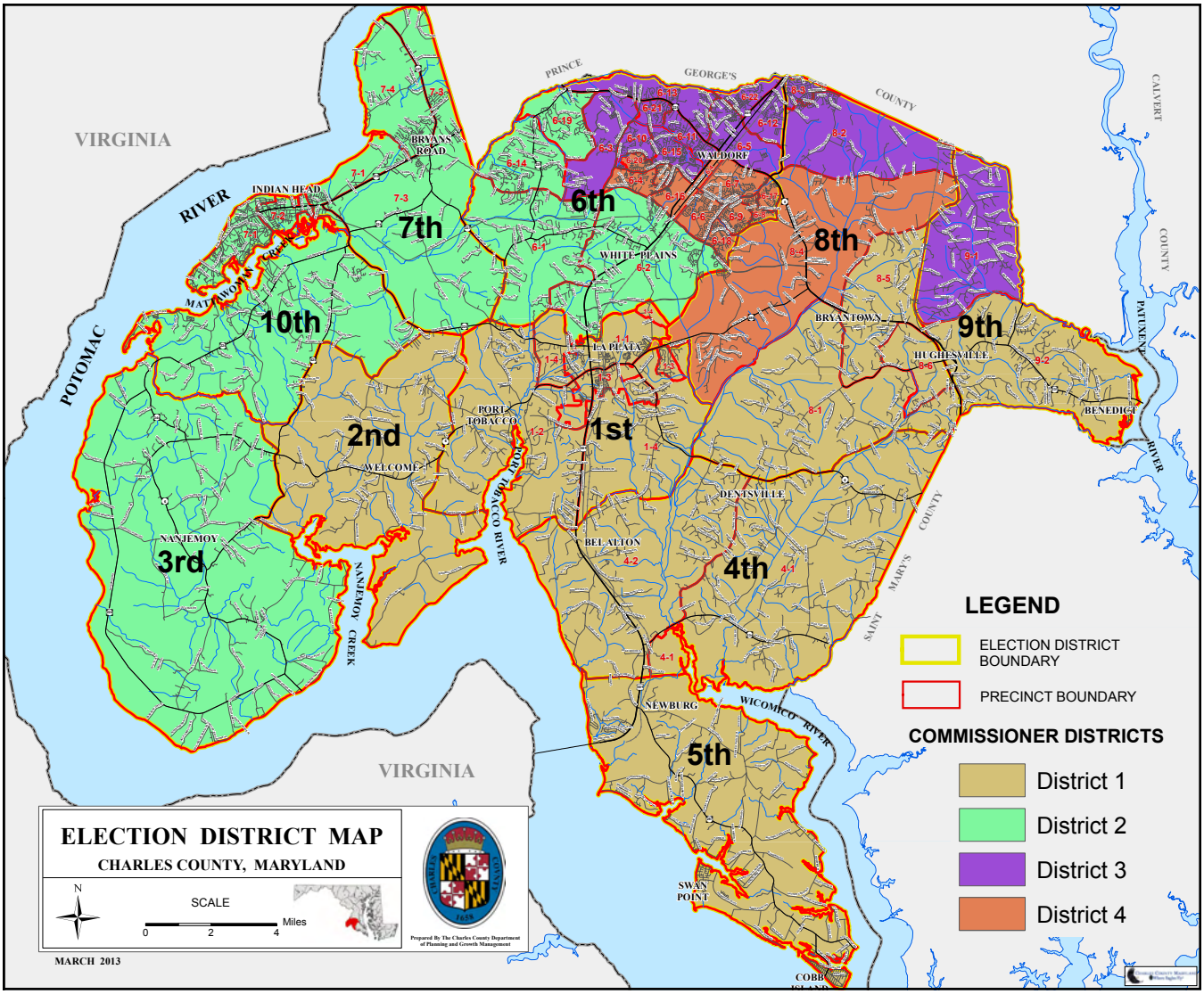
Charles County, Maryland

Commissioner Resident Districts



The President of the County Commissioners, who must declare his or her candidacy at the time of filing, is elected county-wide and may reside anywhere within the county. The four Commissioner members also run county-wide but one must reside within each of the four Commissioner districts.

Charles County Government

Mark Belton
County Administrator

The Charles County Government is responsible for the writing, production, and distribution of this publication.

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About Charles County Government

The mission of Charles County Government is to provide our citizens the highest quality service possible in a timely, efficient and courteous manner. To achieve this goal, our government must be operated in an open and accessible atmosphere, be based on comprehensive long- and short-term planning and have an appropriate managerial organization tempered by fiscal responsibility. We support and encourage efforts to grow a diverse workplace. Charles County is a place where all people thrive and businesses grow and prosper; where the preservation of our heritage and environment is paramount; where government services to its citizens are provided at the highest level of excellence; and where the quality of life is the best in the nation.

It is the policy of Charles County to provide equal employment opportunity to all persons regardless of race, color, sex, age, national origin, religious or political affiliation or opinion, disability, marital status, sexual orientation, genetic information, gender identity or expression, or any other status protected by law.

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to **Charles County, Maryland** for its annual budget for the fiscal year beginning **July 1, 2020**. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as a financial plan, as an operations guide, as a financial plan, and as a communications device.

The award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.