

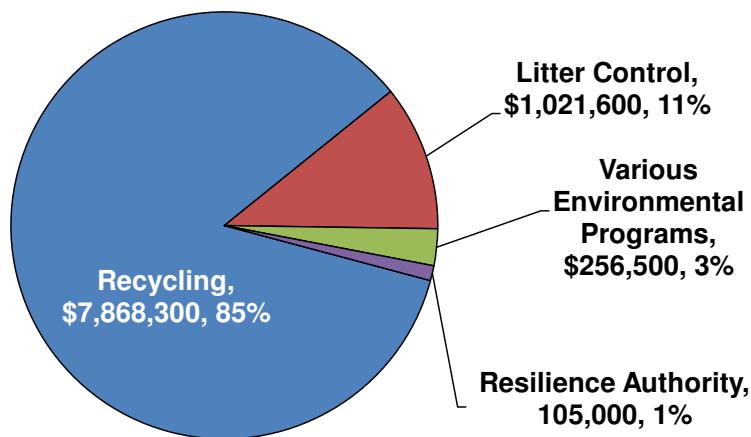
FISCAL YEAR 2024

Environmental Service Fund

Total Budget: \$9,286,400

The Environmental Service Fund was established as an Enterprise Fund to account for environmental programs such as Recycling, Litter Control, Hazardous Waste, and other related environmental programs. The Fund is supported 100% by fees and charges, the most prominent being the Environmental Service Fee. The FY2024 proposed budget includes funding for 36.8 full-time equivalent employees.

Program Budgets:



	FY2023	FY2024	Variance	% Change
	Adopted	Proposed		
Revenues	\$7,900,200	\$7,950,800	\$50,600	0.6%
Expenditures	7,900,200	8,512,100	611,900	7.7%
Baseline Surplus/Deficit	\$0	(\$561,300)	(\$561,300)	
New Requests		(249,300)	(249,300)	
Use of Fund Balance - One time items	0	16,400	16,400	
Total Surplus / Deficit	\$0	(\$794,200)	(\$794,200)	
Equipment Tech. Reserve/Fund Balance	\$430,000	525,000	95,000	
Capital Outlay (funded by reserves)	(430,000)	(525,000)	(95,000)	
Surplus/(Deficit)	\$0	(\$794,200)	(\$794,200)	

\$1.00 increase to the Environmental Service Fee adjusts revenues by \$59,900

Baseline Changes:	<u>Request</u>	<u>Fee Impact</u>
Increase in Operating Revenues	\$50,600	(\$0.84)
<i>Anticipated increase in revenues due to housing growth.</i>		
Curbside Collection	(\$216,000)	\$3.61
<i>Based on a 1,000 increase in house count.</i>		
Salary and Fringe	(\$260,800)	\$4.35
<i>Salary and Fringe accounts include the impact of the approved FY2023 salary increases, full year impact of new FY2023 positions to support a new Litter Control crew, and funding to support potential FY2024 salary increases.</i>		
Curbside Yard Waste	(\$67,000)	\$1.12
<i>Based on a 800 increase in house count.</i>		
Vehicle Fuel	(\$38,200)	\$0.64
<i>Increased based on current trends.</i>		
Indirect Cost Allocation - Support new financial software	(\$17,900)	\$0.30
<i>Enterprise Fund's support of the County's new financial software.</i>		
Minor adjustment in other expenditures costs.	(\$12,000)	\$0.20
Baseline Deficit	(\$561,300)	\$9.37

<u>New Requests</u>	<u>Request</u>	<u>Fee Impact</u>
PGM		
Planner I	FTE 0.50	Sept (\$35,000) \$0.58
<i>The Planning Division is requesting a Planner I position to work under the Climate Resiliency and Sustainability Officer. This position will help with developing and administering the Climate Action Plan which includes Resilience and mitigation plans for government operations, community-wide resilience and mitigation plans, greenhouse gas inventory (includes regular updates), EV infrastructure planning/implementation, and fleet management coordination. Additional work for this position will include development of a Sustainability Plan, Urban Forest Assessment and Plan (from the Climate Resilience Action Strategy – UoFM), implementation of the OLDCC Grant, Green Building Incentive Program Implementation, policy development based on the based on Commissioner goals, community engagement and education, website development, Resilience Authority coordination and support, and developing a Charles County Report Card - for Resilience and Sustainability. Position will be partially allocated to the Watershed Protection and Restoration Fund.</i>		
Website Design Contractor		(\$16,400) \$0.27
	Use of Fund Balance	\$16,400 (\$0.27)
<i>The division is seeking a professional to redesign and create new content for the department's webpage so the information is easy for the public to find and understand. Current PGM staff assigned for content management do not have the knowledge, experience, or time to create all of the content needed to have a well-rounded department webpage. The contractor would provide the following services: Information Architecture, Content Optimization, Content Creation, Capacity Building and Ongoing Support, and Strategy Support. IT is supportive of this request and understands the need. (Split 60% GF, 10% ESF, 15% Inspection and Review Fund, 15% WPRF)</i>		
DPW		
Recycling Site Attendant (2)	FTE 2.00	Aug (\$91,000) \$1.52
<i>Additional recycling site attendant is needed for improved customer service, site maintenance, and safety protocols at the recycling centers and citizen drop off area. The volume of patrons that utilize the citizen disposal area has increased and requires additional staff to screen waste.</i>		
Food Scrap Collection and Composting		(\$7,500) \$0.13
<i>Funding for the collection and processing of food scraps at drop off location and recycling center.</i>		
Recycling Software		(\$20,000) \$0.33
<i>Software program needed to replace the Curbside Recycling Application.</i>		
Tire Changer		(\$15,000) \$0.25
<i>Tire changer will allow the Environmental Resources Maintenance shop to mount and remount tires, reducing vendor work and repair delays.</i>		
Litter Control Software		(\$20,000) \$0.33
<i>Software program needed to track litter complaints, litter control crews and contractor, and Adopt-A-Road submissions.</i>		
OTHER		
Indirect Cost Increase		(\$34,400) \$0.57
<i>To support new position requests under the Department of Human Resources and the Department of Fiscal and Administrative Services.</i>		

New Requests Contingent on General Fund & Other Enterprise Funds Support

DPW

DPW Program Support Manager	FTE 0.05	July	(\$5,000)	\$0.08
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Position required to administer or oversee recruitment, training, and disciplinary processes for the Department of Public Works (DPW), including investigative functions and resource analysis. This position will be responsible for ensuring consistent application of processes among divisions. Funding to be split between various enterprise funds and the general fund. Approval of this position will be contingent on budget approval in the Landfill Enterprise Fund, the Water and Sewer Enterprise Fund, the Watershed Protection & Restoration Enterprise Fund, and the General Fund.

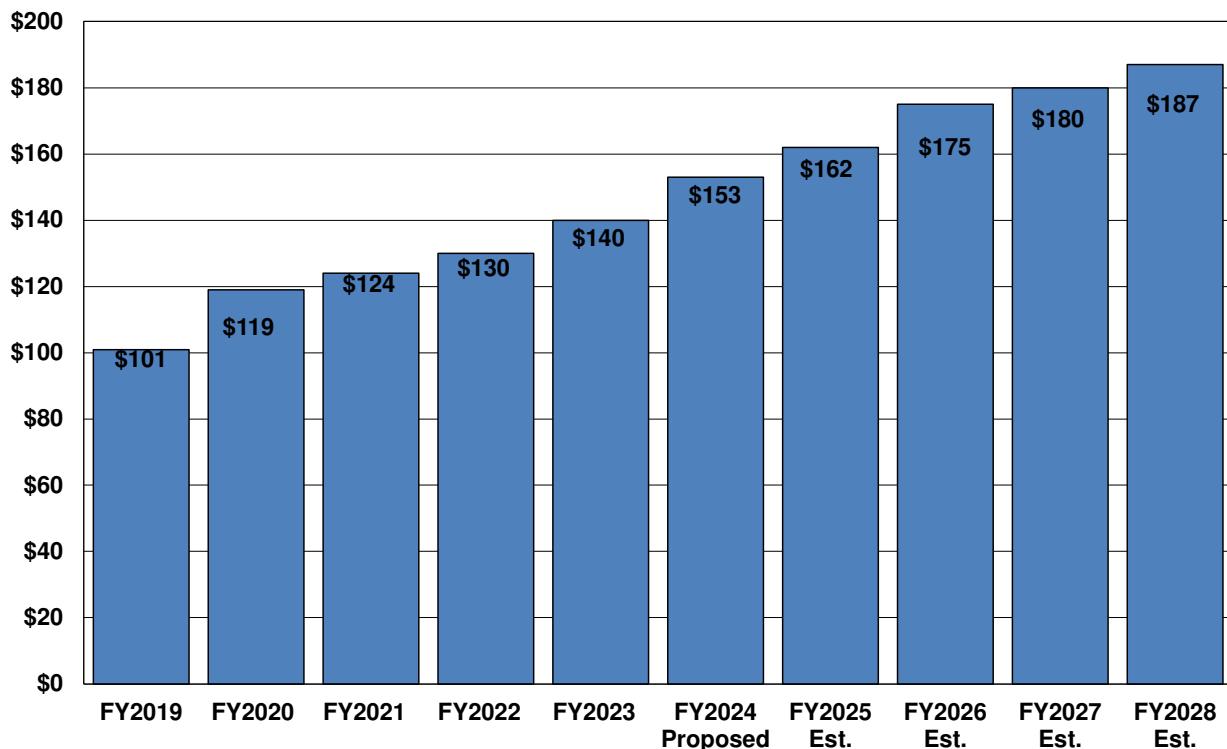
Assistant to the Director	FTE 0.05	July	(\$5,000)	\$0.08
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Position required to provide administrative and operational support to the Director, Deputy Directors, and Chiefs. Position will be responsible for preparing materials and presentations, serving as the lead on administrative projects, ensuring compliance with County standard operating procedures, and preparing and submitting assigned reports. This position will also be responsible for all aspects of internal and external outreach efforts as well as grants management to include researching opportunities, monitoring funds, and preparing and submitting reports to oversight agencies. Funding to be split between various enterprise funds and the general fund. Approval of this position will be contingent on budget approval in the Landfill Enterprise Fund, the Water and Sewer Enterprise Fund, the Watershed Protection & Restoration Enterprise Fund, and the General Fund.

New Requests	FTE increase = 2.60	(\$232,900)	\$4.00
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Total Deficit	<u>(\$794,200)</u>	<u>\$13.00</u>
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Environmental Service Fee (ESF) History



ESF Change:

FY2023 Rate per improved property account
Change needed to balance the FY2024 budget

\$140

\$13

[FY2024 Proposed Rate](#) [\\$153](#)

NOTE: At FY2023 Adoption, FAS was forecasting a \$6 rate increase would be needed for FY2024.

Other Environmental Service Fees:	FY2023	FY2024
	Adopted	Proposed
Commercial Yard Waste Tipping Fee (Per Ton)	\$30	\$50/\$15 minimum fee
Flat Rate Commercial Yard Waste Trucks and Trailers	\$30	\$50
Flat Rate Commercial Yard Waste Stake Body Trucks	\$60	\$100
Per Ton of Scrap Metal for Commercial Generators	\$10	\$0
Per Mattress or Box Spring	<u>NEW</u>	\$10
ESF (Town of Indian Head, Town of La Plata)*	\$21	\$27

** Assessed on the property tax bill per improved lot*

ENVIRONMENTAL SERVICE FUND

	FY2023 <u>Adopted</u>	FY2024 <u>Proposed</u>	Variance to <u>FY23 Adopted</u>	% Change to <u>FY23 Adopted</u>
PROGRAM BUDGETS				
RECYCLING/LITTER CONTROL:				
<u>Revenue</u>				
Environmental Service Fee	\$7,427,800	\$7,437,300	\$9,500	0.1%
Sale from Recyclable Materials	150,000	150,000	0	0.0%
Compost Tipping Fee	38,000	38,000	0	0.0%
Tire Disposal	22,000	22,000	0	0.0%
Miscellaneous	12,000	12,000	0	0.0%
Total Operating Revenues	\$7,649,800	\$7,659,300	\$9,500	0.1%
Fund Balance: Equipment Reserve	430,000	46,800	(383,200)	-89.1%
Fund Balance: Undesignated	0	494,600	494,600	NEW
Total Revenues	\$8,079,800	\$8,200,700	\$120,900	1.5%
<u>Expenditures</u>				
Salary & Fringe	\$1,948,000	\$2,289,900	\$341,900	17.6%
Operating	5,214,600	5,669,900	455,300	8.7%
Operating Contingency	41,000	25,100	(15,900)	-38.8%
Debt Service	95,200	87,500	(7,700)	-8.1%
Capital	560,000	677,500	117,500	21.0%
Equipment Reserve	121,000	140,000	19,000	15.7%
Transfers Out	100,000	105,000	5,000	5.0%
Total Expenditures	\$8,079,800	\$8,994,900	\$915,100	11.3%
Surplus / (Deficit)	\$0	(\$794,200)	(\$794,200)	

VARIOUS ENVIRONMENTAL PROGRAMS:

<u>Revenue</u>				
Environmental Service Fee	\$250,400	\$291,500	\$41,100	16.4%
Total Revenues	\$250,400	\$291,500	\$41,100	16.4%
<u>Expenditures</u>				
Salary & Fringe	\$96,000	\$136,900	\$40,900	42.6%
Operating	151,900	153,700	1,800	1.2%
Operating Contingency	2,500	900	(1,600)	-64.0%
Total Expenditures	\$250,400	\$291,500	\$41,100	16.4%
Surplus / (Deficit)	\$0	\$0	\$0	

Use of Fund Balance/Equipment Reserve Fund Balance

FY2024 Replacement Vehicles and Equipment

Volvo L70H Wheel Loader	\$220,000
Volvo L70H Wheel Loader	220,000
Heavy Duty Puck Up Truck w/ Snow Equipment	60,000
Utility Vehicle (UTV)	25,000
	Subtotal:
	\$525,000

FY2024 New One Time Items

Website Design Contractor	16,400
	Subtotal:
	\$16,400

Total Use of Fund Balance	\$541,400
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**ESF
FUND**
(\$ in thousands)

FY2024-FY2028 OPERATING PLAN

	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
Revenues					
Operating Revenues	\$7,950.8	\$8,038.0	\$8,125.2	\$8,221.2	\$8,322.8
Fund Balance Reserves	541.4	632.3	820.1	186.0	0.0
Revenues	\$8,492.2	\$8,670.3	\$8,945.3	\$8,407.2	\$8,322.8
Expenses					
Operating Expenses	\$8,543.9	\$8,959.7	\$9,837.5	\$10,331.1	\$10,852.7
Capital Outlay	655.0	766.9	959.4	330.2	149.2
Debt Service	87.5	283.0	281.5	252.5	250.7
Expenses	\$9,286.4	\$10,009.6	\$11,078.4	\$10,913.8	\$11,252.6
Surplus\Deficit:	(\$794.2)	(\$1,339.3)	(\$2,133.1)	(\$2,506.6)	(\$2,929.8)
Estimated Annual Fee					
Adjustment:	\$13	\$22	\$35	\$40	\$57
Environmental Services Fee	\$153	\$162	\$175	\$180	\$187
% rate change	9.3%	6.0%	7.8%	3.2%	3.5%

FY2024-FY2028 CAPITAL IMPROVEMENT PLAN						Total
	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	'24-'28
Capital Costs:						
County Mulching Facility *						
Relocation & Composting Facility	455	331	0	0	0	786
Pisgah Recycling Center Renovation	1,055	0	0	0	0	1,055
Total without inflation	\$1,510	\$331	\$0	\$0	\$0	\$1,841
Contingency - inflation	145	44	0	0	0	189
Total	\$1,655	\$375	\$0	\$0	\$0	\$2,030
Finance Sources						
Bonds	\$1,655	\$375	\$0	\$0	\$0	\$2,030
Total	\$1,655	\$375	\$0	\$0	\$0	\$2,030
Cumulative Operating Impact: County Mulching Facility Relocation & Composting Facility	0.0	0.0	280.7	294.5	309.1	

*Project that was fully funded and now requires an increase.

PROPOSED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2024

(\$ in thousands)

PROJECT NAME: County Mulching Facility Relocation & Composting Facility	Requested By: DPW Project #: 9053008121
<p>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.</p>	
<p>Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent (Rating #2)</p>	
VARIANCE TO APPROVED PER FY23-FY27 CAPITAL IMPROVEMENT PROGRAM:	

EXPENSE BUDGET	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	5-Year Total '24-'28		
						Approp. thru FY23	Beyond FY 2028	Project Total
Approved FY23-FY27 CIP	\$0	\$0	\$0	\$0	\$0	\$125	\$74	\$0
Increase/(Decrease)	\$455	\$331	\$0	\$0	\$0	\$786		
% change	new	new	n/a	n/a		new		
Total Outlay	\$455	\$331	\$0	\$0	\$0	\$786	\$729	\$0
								\$1,515

FINANCING SOURCES	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	Approp. thru FY23	Beyond FY 2028	Project Total
Bonds	\$455	\$331	\$0	\$0	\$0	\$786	\$729	\$0
Fund Balance Appropriation	0	0	0	0	0	0	0	0
Operating Transfer	0	0	0	0	0	0	0	0
Total County Funding	\$455	\$331	\$0	\$0	\$0	\$786	\$729	\$0
Federal	0	0	0	0	0	0	0	0
State	0	0	0	0	0	0	0	0
Other:	0	0	0	0	0	0	0	0
Total Funding	\$455	\$331	\$0	\$0	\$0	\$786	\$729	\$0
								\$1,515

Operating Budget Impact	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	Approp. thru FY23	Beyond FY 2028
No. of Personnel	0.00	0.00	3.00	3.00	3.00	0.00	3.00
Personnel Costs	0.0	0.0	274.6	288.3	302.8	0.0	314.9
Operating	0.0	0.0	6.1	6.2	6.3	0.0	6.5
Total Operating	\$0.0	\$0.0	\$280.7	\$294.5	\$309.1	\$0.0	\$321.4
Debt Service: Bonds	63.6	106.0	137.3	137.3	137.3	63.6	137.3
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Impact	\$63.6	\$106.0	\$418.0	\$431.8	\$446.4	\$63.6	\$458.7

LOCATION: Various mulching and composting operations will serve entire county	COMMISSIONER DISTRICT: 4
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PROPOSED CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2024

(\$ in thousands)

PROJECT NAME:

Pisgah Recycling Center Renovation

Requested By: DPW

Project #:

The Pisgah Recycling Center is in need of repairs and improvements to support the recycling center operations and accomodate bulk waste drop off.

Planning Commission Comments: Maintenance or upgrade of existing facilities, Consistent (Rating #2)

VARIANCE TO APPROVED PER FY23-FY27 CAPITAL IMPROVEMENT PROGRAM:

	FY 2024	FY 2025	FY 2026	FY 2027	TOTAL
Approved FY23-FY27 CIP	\$0	\$0	\$0	\$0	\$0
Increase/(Decrease)	\$1,055	\$0	\$0	\$0	\$1,055
% change	new	n/a	n/a	n/a	new

EXPENSE BUDGET	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	5-Year Total	Approp. thru FY23	Beyond FY 2028	Project Total
						'24-'28			
Architectural & Engineering	\$75	\$0	\$0	\$0	\$0	\$75	\$0	\$0	\$75
Land & ROW	0	0	0	0	0	0	0	0	0
Construction	750	0	0	0	0	750	0	0	750
Equipment	75	0	0	0	0	75	0	0	75
Administration	0	0	0	0	0	0	0	0	0
Administration - FAS	5	0	0	0	0	5	0	0	5
Inspection	75	0	0	0	0	75	0	0	75
Miscellaneous	75	0	0	0	0	75	0	0	75
Contingency	0	0	0	0	0	0	0	0	0
Total Outlay	\$1,055	\$0	\$0	\$0	\$0	\$1,055	\$0	\$0	\$1,055

FINANCING SOURCES	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	5-Year Total	Approp. thru FY23	Beyond FY 2028	Project Total
Bonds	\$1,055	\$0	\$0	\$0	\$0	\$1,055	\$0	\$0	\$1,055
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	\$1,055	\$0	\$0	\$0	\$0	\$1,055	\$0	\$0	\$1,055
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	\$1,055	\$0	\$0	\$0	\$0	\$1,055	\$0	\$0	\$1,055

Operating Budget Impact	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
No. of Personnel	0.00	0.00	0.00	0.00	0.00
Personnel Costs	0.0	0.0	0.0	0.0	0.0
Operating	0.0	0.0	0.0	0.0	0.0
Total Operating	\$0.0	\$0.0	\$0.0	\$0.0	\$0.0
Debt Service: Bonds	0.0	98.2	98.2	98.2	98.2
Vehicle & Equipment Lease	0.0	0.0	0.0	0.0	0.0
Total Impact	\$0.0	\$98.2	\$98.2	\$98.2	\$98.2

Approp. thru FY23	Beyond FY 2028
0.00	0.00
0.0	0.0
0.0	0.0
\$0.0	\$0.0
0.0	98.2
0.0	0.0
\$0.0	\$98.2

LOCATION:

Pisgah

COMMISSIONER DISTRICT:

1 & 2

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	FY2022 Actual	FY2023 Adopted	FY2024 Requested	FY2024 Proposed	\$ Change from FY2023	% Chg.
Personal Services	\$1,255,193	\$1,517,000	\$1,675,300	\$1,730,400	\$213,400	14.1%
Fringe Benefits	309,722	431,000	525,800	559,500	128,500	29.8%
Operating Costs	4,531,860	5,172,600	5,526,000	5,619,000	446,400	8.6%
Debt Service	123,960	95,200	87,500	87,500	(7,700)	-8.1%
Operating Contingency	0	41,000	15,100	25,100	(15,900)	-38.8%
Capital Outlay	360,948	560,000	655,000	677,500	117,500	21.0%
Agency Funding	58,973	42,000	50,900	50,900	8,900	21.2%
Equipment Reserve	121,000	121,000	140,000	140,000	19,000	15.7%
Total Baseline	\$6,761,656	\$7,979,800	\$8,675,600	\$8,889,900	\$910,100	11.4%
New Requests			214,300		0	N/A
Total Expenditures	\$6,761,656	\$7,979,800	\$8,889,900	\$8,889,900	\$910,100	11.4%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes the approved FY2023 salary increases based on current staffing, as well as the full year impact of the FY2023 new Litter Control Manager, and six Litter Control Technician positions. Also included is funding to support potential FY2024 salary increases, and two new Recycling Site Attendant positions for improved customer service, site maintenance, and safety protocols.
- **Operating Costs** increase includes funding to support the increased house count and CPI increase for curbside collection and curbside yard waste, the development of a new Environmental Monitoring Plan for landfill gas monitoring and reporting, as well as increasing costs for vehicle fuel. Other adjustments were made based on anticipated spending and current contracts. Additional funding is included to support new positions, new litter control and recycling software, the county's new financial software, and a website design contractor.
- **Debt Service** includes funding to bank finance equipment.
- **Operating Contingency** is to cover potential revenue shortfalls and/or expenditure overruns. Included is funding to support a new DPW Management Support Coordinator position, and an Assistant to the Director of DPW position which are both contingent on final decision on general fund & other enterprise funds support.
- The FY2024 **Capital Outlay** budget is for the replacement of a heavy duty pick-up truck with snow equipment, two wheel loaders, and a utility vehicle. Also included is funding to purchase 95 gallon recycling carts for service expansion and resident requests. Additional funding is included to purchase a new tire changer and food scrap collection and composting equipment at the recycling centers.
- **Agency Funding** includes the fund's share of Other Post Employment Benefits (OPEB).
- The **Equipment Reserve** budget is to replace future equipment.

Environmental Services

Department:	Public Works - Facilities	35.05
Division \ Program:	Recycling & Litter Control	Fund:
Program Administrator:	Frances Sherman, Chief of Environmental Resources	Enterprise
https://www.charlescountymd.gov/services/environmental-resources/recycling-centers-drop-off-facilities		
https://www.charlescountymd.gov/services/environmental-resources/litter-control		

Description:

The Recycling Division provides comprehensive recycling services to the residents of Charles County and has achieved a 37.89% recycling rate and a 4% source reduction credit equaling a total waste diversion rate of 41.89%. By the end of FY2023, approximately 50,500 households will receive curbside collection of recycling. Additional recyclable materials may be brought to one of the 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.

Positions:	FY20	FY21	FY22	FY23	FY24
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
Litter Control Manager	0.0	0.0	0.0	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	1.0	1.0	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
Recycling Equipment Operator II	0.0	0.0	1.0	1.0	1.0
Litter Control Technician	0.0	0.0	0.0	6.0	6.0
Landfill Equipment Operator II	0.0	0.0	0.5	0.5	0.5
Administrative Associate	0.1	0.1	0.1	0.1	0.1
Inventory Control Associate	0.0	0.0	0.0	0.0	0.0
Recycling Site Attendant Team Leader	1.0	1.0	0.0	0.0	0.0
Recycling Specialist	0.0	1.0	1.0	1.0	1.0
Recycling Site Attendant	3.0	3.0	2.5	2.5	4.5
Part Time Positions	14.9	14.0	14.0	10.4	10.4
Total Full Time Equivalent	28.9	30.0	30.0	33.4	35.4

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	FY2022 Actual	FY2023 Adopted	FY2024 Requested	FY2024 Proposed	\$ Change from FY2023	% Chg.
Personal Services	\$57,931	\$70,900	\$75,600	\$99,500	\$28,600	40.3%
Fringe Benefits	17,545	25,100	28,100	37,400	12,300	49.0%
Operating Costs	118,219	151,900	151,900	153,700	1,800	1.2%
Operating Contingency	0	2,500	900	900	(1,600)	-64.0%
Total Baseline	\$193,695	\$250,400	\$256,500	\$291,500	\$41,100	16.4%
New Requests (see attached)		0	35,000		0	N/A
Total Expenditures	\$193,695	\$250,400	\$291,500	\$291,500	\$41,100	16.4%

Changes and Useful Information:

- **Personal Services** and **Fringe Benefits** includes approved FY2023 salary increases. Funding is included to support potential salary increases for FY2024, as well as a new Planner I position which is partially allocated to the Watershed Protection and Restoration Fund.
- The **Operating Costs** increase is to support the new Planner I position.
- **Operating Contingency** is to cover potential revenue shortfalls and/or expenditure overruns.

Positions:	FY20 FTE	FY21 FTE	FY22 FTE	FY23 FTE	FY24 FTE
Title					
Planner I - II	0.0	0.0	0.3	0.3	0.8
Climate Resilience and Sustainability Officer	0.0	0.0	0.5	0.5	0.5
PGM Support Specialist	0.0	0.0	0.0	0.1	0.1
Total Full Time Equivalent	0.0	0.0	0.8	0.9	1.4

Department: Resilience Authority 35.40
Division \ Program: Resilience Authority Fund: Enterprise
Program Administrator: Vacant

Expenditure Category	FY2022 Actual	FY2023 Adopted	FY2024 Requested	FY2024 Proposed	\$ Change from FY2023	% Chg.
Transfers Out	\$50,000	\$100,000	\$105,000	\$105,000	\$5,000	5.0%
Total Expenditures	\$50,000	\$100,000	\$105,000	\$105,000	\$5,000	5.0%

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.